



Championing Wendover

Wendover Parish Council Strategic Framework Policy

Strategic Steering Group; Strategic Review Project

VERSION 6

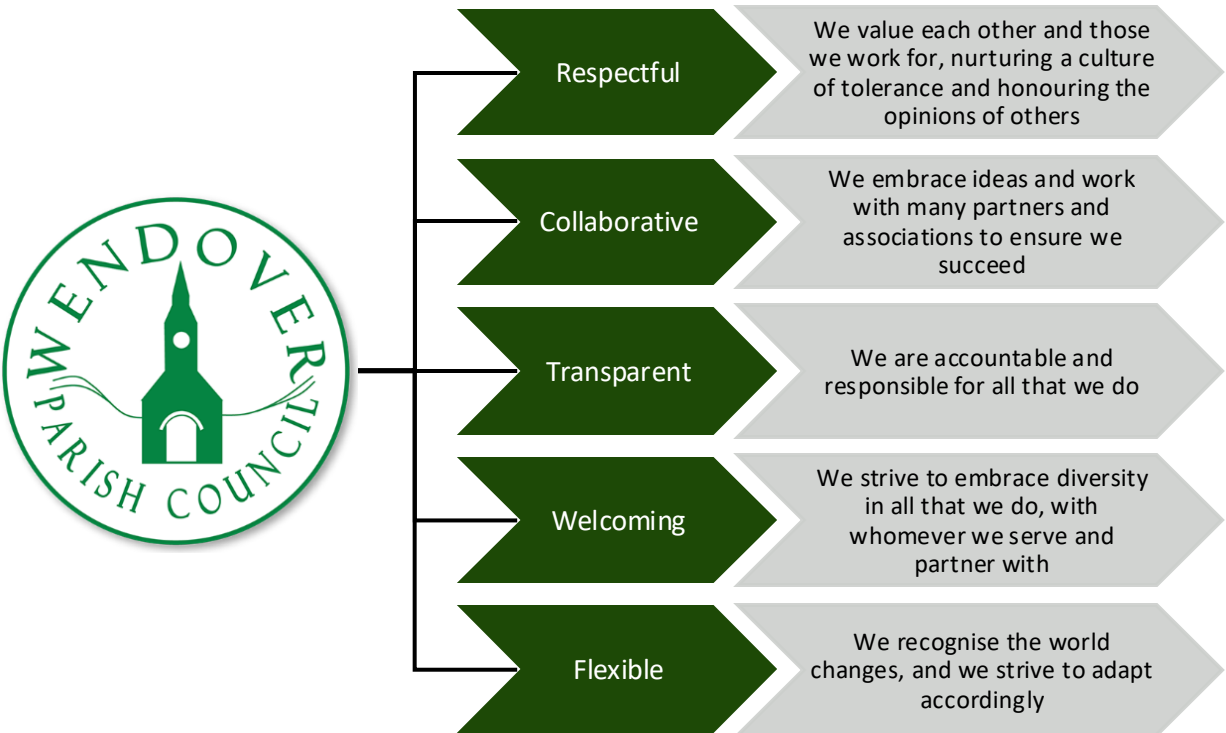
Introduction and Purpose of the Strategic Framework

- The Strategic Framework (SF) is a schematic to depict projects¹ in relation both to each other and to their associated strategic objectives. It is provided as a decision support tool – as such, it absolutely does not supplant planning, limit aspirations, nor replace councillor decision making.
- The SF process aims to focus Wendover Parish Council (WPC) projects and initiatives to achieving strategic outcomes and to promote longer-term planning; it further seeks to align plans, budgets, and priorities. What it does not do is in any way restrict, limit, or prevent councillors from responding to imperatives that may necessitate action or expenditure outside of the SF.
- It does not dilute, denude, or change decision making authorities within the full council, its subcommittees, or working groups (WG); rather, it provides a means to consider proposals within the context of other projects and against their potential contribution to strategic objectives. As a consequence, it will support longer-term planning and decision making that is more **consistent, coherent, and transparent**.
- This SF is intended to be adaptable, with **functionality** and accessibility in mind. By seeking to capture the totality of Council projects and future proposals, it will support progress review, accountability, and decisions relating to the allocation of resources.

1. Whilst not absolute, a WPC project is broadly defined as an activity that will incur a £5000 in-year cost or £1000 over each of 5 years.



Council Values

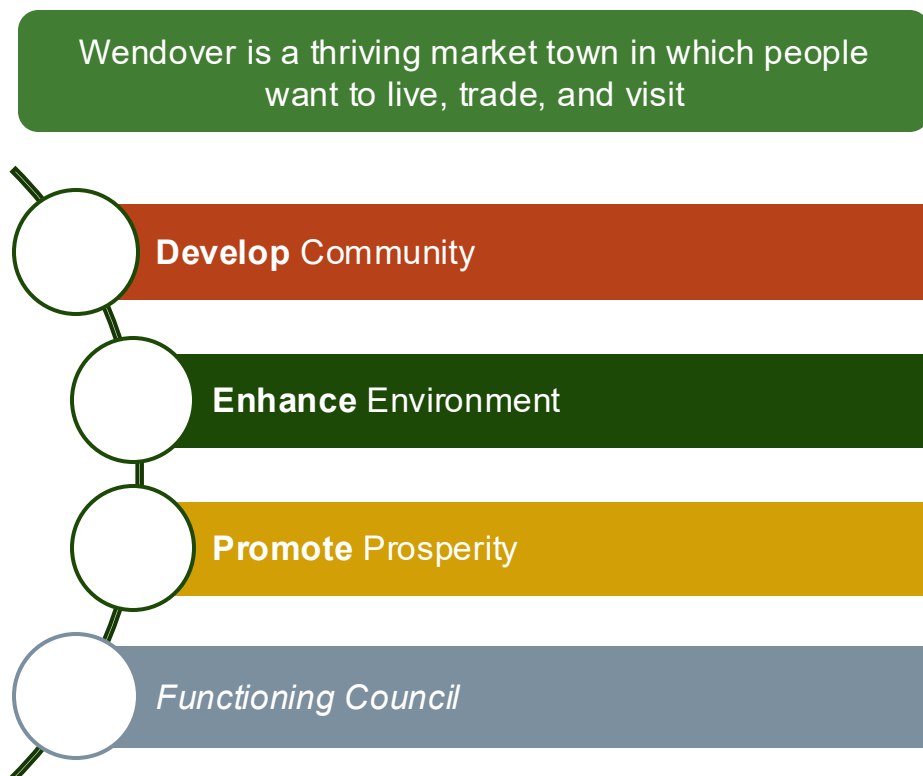


Wendover Parish Council. *VISION AND MISSION STATEMENT* [online].
<https://www.wendover-pc.gov.uk/vision-and-mission-statement>

Operating the Strategic Framework

- The SF presents the WPC *Vision* and the *Strategic Objectives* as a means to cohere individual projects and initiatives and thereby support parishioners. In so doing, it sets out WPC's direction of travel and strategic intent; whilst the expectation is that approved projects and initiatives will support strategic outcomes, it does not constrain outlier projects that may be approved by the Council from time to time. However, the SF will support decision making by demonstrating that a particular proposal is not aligned to a strategic objective or the WPC vision. Mapping proposed ideas on to the SF informs budgetary decisions by defining the timescale and progress of each project.
- The SF does not replace project delivery documentation and associated statutory records; however, it does provide a useful tool to support broad review of projects both individually and holistically (that is, where it resides in relation to other activities within the broader framework). In essence, rather than a detailed operational record, the SF is as an overview of the near, mid, and long-term ambitions of WPC.
- Projects and initiatives are generally 'owned' by a subcommittee or WG, which manage delivery. The SF will offer a useful summary of delivery by identifying each as '*Proposed*', '*Approved*', '*Funded*', or '*Completed*.' Slightly more detail will be captured on a *Project Summary* document (depicting progress against various delivery factors). Whilst summarising the important/essential information for each project, the project lead continues to maintain a full record of decisions and actions in line with their statutory obligations.
- It is proposed that the SF would be briefed as a standing agenda item at full Council meetings as a means to review progress and remind of intent.
- Enclosed are templates for the: *Strategic Framework*; *Annual Focused Framework*; and *Project Summary*. Additionally, an example *Strategic Framework* and *Project Summary* is provided populated with indicative projects.

Vision and Strategic Objectives



Wendover Parish Council Strategic Framework

Near-Term				Mid-Term				Long-Term	Strategic Objectives
									Develop Community
									Enhance Environment
									Promote Prosperity
									<i>Functioning Council</i>
Q1	Q2	Q3	Q4	26/27	27/28	28/29	29/30	30-35	
FY 25/26									

Wendover is a thriving market town in which people want to live, trade, and visit

- Proposed
- Approved
- Funded
- Completed

Projects and Initiatives	
1	6
2	7
3	8
4	9
5	10

Upcoming Considerations:



Wendover Parish Council Strategic Framework

Q4	Q1	Q2	Q3	Q4	Q1	Strategic Objectives
						Develop Community
						Enhance Environment
						Promote Prosperity
						<i>Functioning Council</i>
24/25	2025/26				26/27	

Wendover is a thriving market town in which people want to live, trade, and visit

Proposed

Approved

Funded

Completed

Projects and Initiatives	
1	6
2	7
3	8
4	9
5	10

Upcoming Considerations:



Strategic Framework: Project Summary

Name:		Cmte/ WG Lead:		Reference:		Version:	
--------------	--	-----------------------	--	-------------------	--	-----------------	--

Description:					
Benefits		Risks		Cost/Funding	
Strategic Objectives					
Key Dates: Planned					
Concept		Agreed		Start	
Development		Implementation			Finish

Key Dates: Actual					
Concept		Agreed		Start	
Development		Implementation			Finish

Delivery Factors	
Funding	
Infrastructure	
Equipment	
Training	
Environment	
Legal	
Engagement	
Other Factor	
Other Factor	
Other Factor	

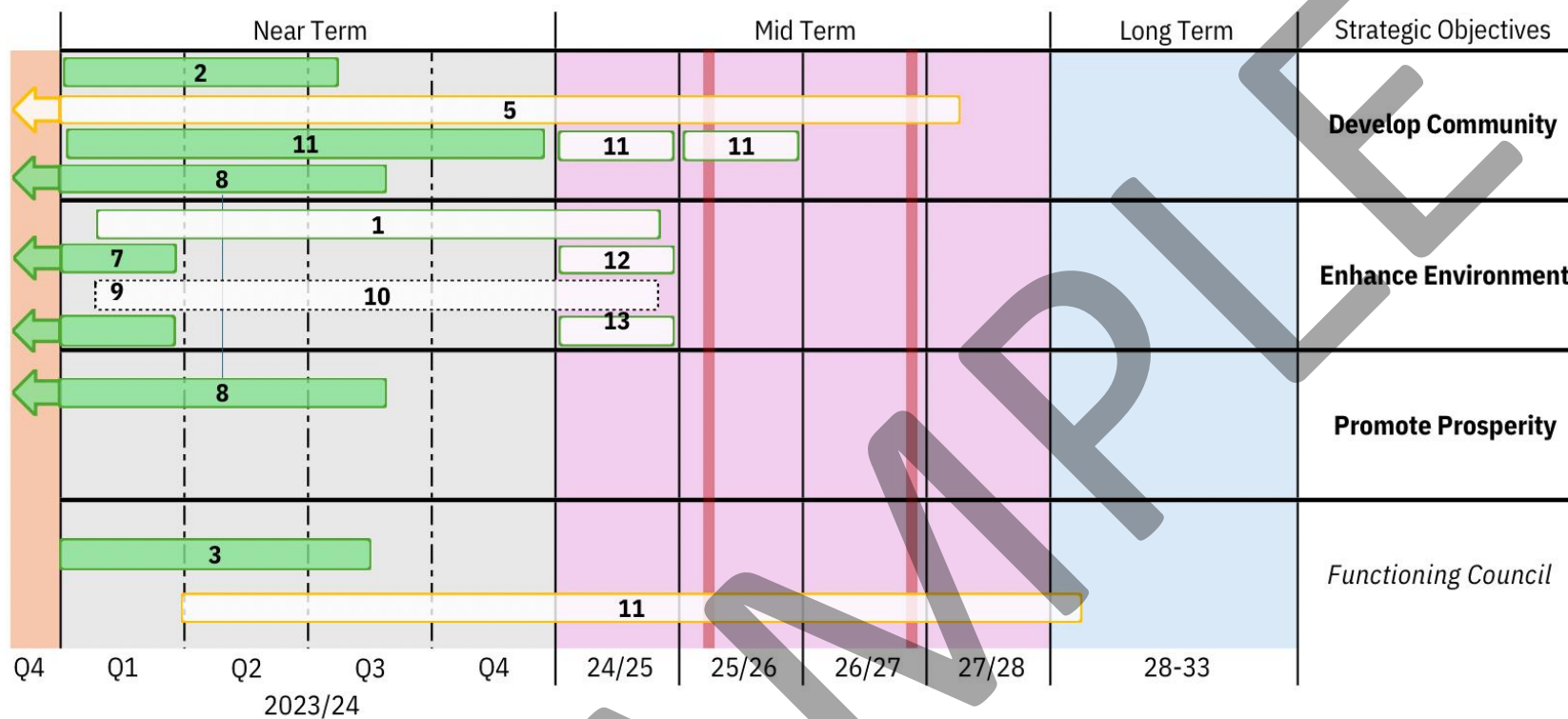
Planned	Ongoing	Complete
Delayed		N/A

Notes

Responsible:
Accountable:
Counsulted:
Informed:



Strategic Framework: Populated Example



Wendover is a thriving market town in which people want to live, trade, and visit

- Proposed**
- Approved**
- Funded**
- Completed**

Upcoming Considerations:

May 2025 - Council Elections

2027 - RAF Halton Closure

Projects and Initiatives			
1	Hampden Pond Works	9	Parking Review
2	RAF Freedom Parade	10	Electric Car EV Trial (Bucks Council)
3	Clock Tower Maintenance	11	Community Group Support
5	Skate Park	12	Canal Towpath (W. Canal Trust)
7	Cesspit Replacement	13	John Hampden Bike Shed
8	Christmas Lights	14	

To view each project specifics, please see relevant summary

Strategic Framework Project Summary: Populated Example

Name:	Skate Park (Ashbrook Park)	Cmte/ WG Lead:	Amenities / Council	Reference:	#5	Version:	SAMPLE
--------------	----------------------------	-----------------------	---------------------	-------------------	----	-----------------	--------

Description:					
Design and build of a skate park as a facility for teenagers and young adults following a commitment to improve the previous skate park (which has since been dismantled). A WPC Open Spaces and Skate Park WG survey found 98% of respondents in favour of a skate park in Wendover. WPC has developed a suitable design, with planning permission granted. The Skate Park is intended cater to all abilities, with a focus on beginners.					
Benefits		Risks		Cost/Funding	
Providing a safe communal facility for young people in Wendover. The survey noted that Ashbrook Park is seen to be a safer location than the previous skate park, with more people passing in case of injury etc.		Reputational issues around skate parks need to be addressed. Health & Safety risks: <i>'Skate parks - safety requirements and test methods'</i> & ROSPA inspection		<u>01.08.22 Budget: £120,000</u> WPC EMR: £15,000 Community Board: £25,000 £15,000 Heart of Bucks.: £10,000 Lionel Abel Smith Trust: £10,000 Fundraising: £3,854.50 National Lottery: £60,000	
Strategic Objectives Develop Community; Enhance Environment					
Key Dates: Planned					
Concept	Agreed	01/11/21	Start	01/08/22	Funding
Development	21/03/23	Implementation			Finish

Key Dates: Actual Completion					
Concept	Agreed	Start	Funding		
Development	Sept '23	Implementation		Finish	

Delivery Factors	
Funding	
Infrastructure	
Equipment	
Training	
Environment	
Legal	
Engagement	
Other Factor	
Other Factor	
Other Factor	

Planned	Ongoing	Complete
Delayed	N/A	

Notes

Responsible:

Accountable:

Consulted:

Informed:

21/03/2023: Canvas awarded project management, design, and build contract subject to funding

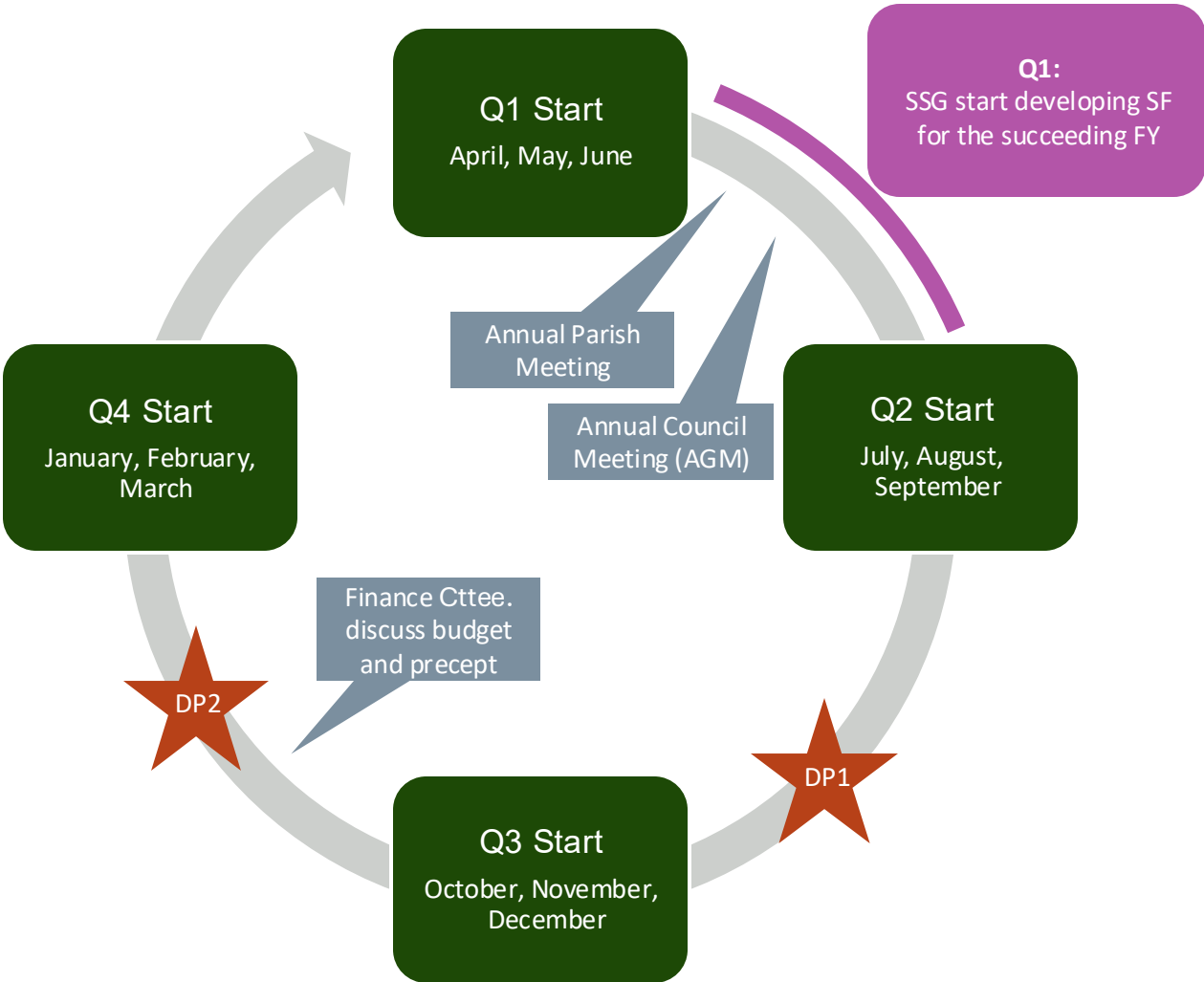
09/01/2024: Planning Permission require additional information - acoustic survey and Biodiversity Net Gain Assessment

18/05/2024: Application submitted to National Lottery for a grant

Strategic Framework Annual Review Cycle

The SF is iteratively reviewed and developed annually, reflecting WPC’s annual actions and responsibilities. In a given financial year, the SF would have been reviewed and approved by the Full Council the previous Autumn to facilitate the SF’s utilisation in setting the Councils’ budget and precept. For example, the development of the SF for 2027/28:

- April 2026 (Q1 of 26/27) the SSG develop SF27/28 with learnings from 2025/26
- At the September 2026 PC Meeting SF27/28 is proposed (DP1)
- October/November 2026 (Q3 of 26/27) the Finance Cttee. use the approved SF27/28 to inform budget and precept setting
- At the November 2026 PC Meeting the 2027/28 budget and precept is proposed (DP2)



Decision Points (DP)

- 1: September PC Meeting, SSG propose reviewed SF to inform budget for the succeeding FY
- 2: c. November PC Meeting, budget and precept for the next FY are proposed by FinanceCttee.

Abbreviations Used

- Cttee: Committee
- DP: Decision Point
- EMR: Ear Marked Reserve
- FY: Financial Year
- PC: Parish Council
- PID: Project Initiation Document
- QX: Quarter of the Financial Year
- SF: Strategic Framework
- SSG: Strategic Steering Group
- WG: Working Group
- WPC: Wendover Parish Council

Document History		
Status	Date	Version
Presented to Strategic Steering Group	22.07.2024	DRAFT V4.1
Agenda Item at WPC Full Council Meeting	06.08.2024	DRAFT V5
Agreed Version From WPC Full Council Meeting	05.09.2024	V6