



TONYREFAIL & DISTRICT COMMUNITY COUNCIL

STRATEGIC PLAN 2025 – 2027

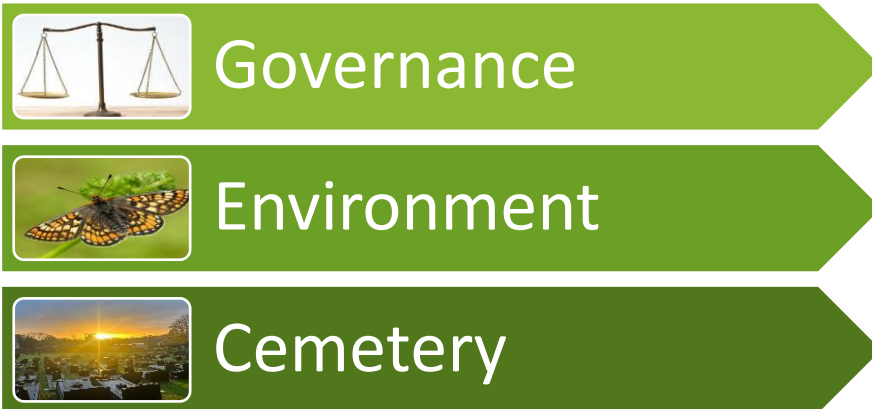
Introduction

This document marks the first phase in creating Tonyrefail & District Community Council's long-term vision. The Strategic Plan focuses on the broader goals and direction for the council over the next two years up to the 2027 elections.

It sets out the council's priorities and will guide members in their decision-making and officers in their work for the council.

Strategic Priorities

This Council's strategic priorities for the two years remaining of this electoral cycle will build on work already delivered and focus on:

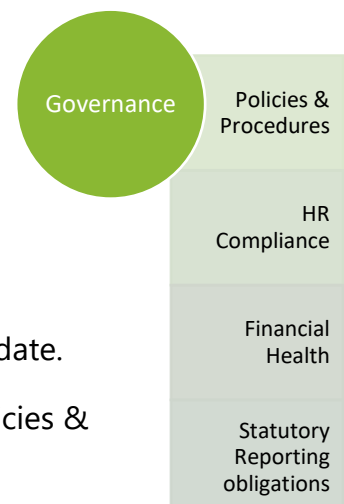


Strategic Aims and Objectives

1. Governance

- **Policies & Procedures**

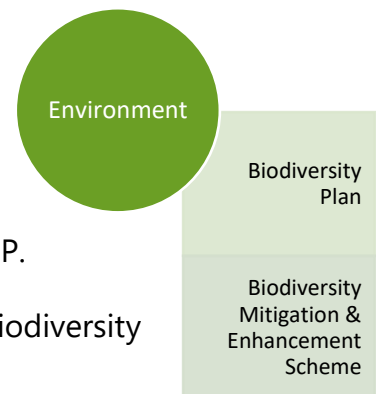
- ❖ Review the Council's suite of Policies & Procedures.
- ❖ Ensure all statutory policies are in place and up-to-date.
- ❖ Ensure the Council is well served with a suite of policies & procedures to meet its operational needs.



- ❖ Ensure policies adhere to legal requirements, and best practice.
- **HR Compliance**
 - ❖ Ensure the Council's Human Resources practices and procedures comply fully with employment law.
 - ❖ Review and update all staff contracts in line with One Voice Wales model contracts of employment.
 - ❖ Ensure all staff receive an annual appraisal.
- **Financial Health**
 - ❖ Monitor levels of General Reserves through quarterly assessment and year-end valuation.
 - ❖ Safeguard the Council's financial stability through accurate budgeting and strong internal controls.
 - ❖ Implement any recommendations made by the Internal Auditor and Audit Wales.
- **Statutory Obligations with regard to Reporting**
 - ❖ Ensure all statutory reports are completed on time, such as:
 - Biodiversity Report,
 - Annual & Well-being of Future Generations Report,
 - IRPW Members' Allowances Report.

2. Environment

- **Biodiversity Plan**
 - ❖ Complete the drafting of a Biodiversity Action Plan (BAP) as per the Environment (Wales) Act 2016.
 - ❖ Implement the goals and objectives set out in the BAP.
 - ❖ Assess progress by means of the statutory 3-yearly Biodiversity Report (end 2025).
- **Biodiversity Mitigation & Enhancement Scheme (BMES)**
 - ❖ Commission the production of a whole-site BMES, compliant with planning consent conditions.
 - ❖ Integrate the BMES into the Biodiversity Action Plan and reassess targets and objectives.
 - ❖ Roll-out early stages of the Scheme (to be rolled over to Strategic Plan 2027 – 2032).



3. Cemetery

- **Expansion**

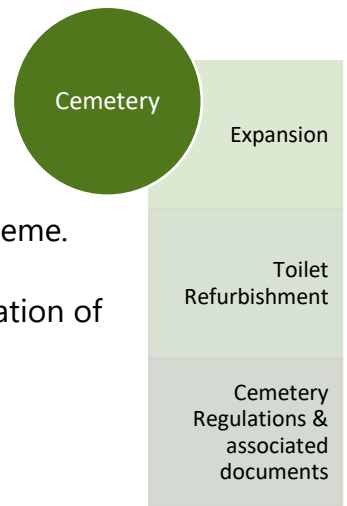
- ❖ Meet the requirements of the planning consent conditions – Biodiversity Mitigation & Enhancement Scheme.
- ❖ Meet the requirements of the covenants of sale – installation of stock-proof fencing.
- ❖ Consider burial options for use of the land.
- ❖ Develop project to prepare the land.

- **Toilet refurbishment**

- ❖ Develop project to refurbish both the lower and upper Cemetery toilet blocks.
- ❖ Ensure accessibility, giving consideration to the inclusion of a *Changing Places* facility.
- ❖ Seek funding through relevant grant schemes and partnerships.
- ❖ Conduct procurement process in accordance with the Procurement Act 2023 and the Procurement (Wales) Regulations 2024.
- ❖ Oversee refurbishment works, delivering facilities for public use.

- **Cemetery Regulations & associated Documentation**

- ❖ Review and update Cemetery Regulations to ensure they meet current legislation and best practice.
- ❖ Review and update all Cemetery-related documents including application forms, templates and permits.



Timeline for Actions

	2025/26				2026/27				2027+
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
1. Governance									
· Policies & Procedures									
· HR Compliance									
· Financial Health									
· Statutory Obligations with regard to Reporting									
2. Environment									
· Biodiversity Plan									
· Biodiversity Mitigation & Enhancement Scheme (BMES)									
3. Cemetery									
· Expansion									
· Toilet refurbishment									
· Cemetery Regulations & associated Documentation									

Strategic Plan 2025-2027

Governance

Policies & Procedures

Review suite of Policies & Procedures; rewrite where necessary

HR compliance

Employment contracts

Financial health

Monitor levels of General Reserves

Statutory obligations w.r.t. reporting

Timeous submission / completion of statutory reports

Environment

Biodiversity Plan

Draw up Plan

Implement a programme of enhancement

Assess progress via 3-yearly report

Biodiversity Enhancement & Mitigation Scheme

Commission Scheme

Early stages implementation (Rollover 2027-2032)

Cemetery

Expansion

Planning consent conditions / covenants of sale of land

Preparation of land

Project development

Toilet refurb

Source funding

Commence building works (Rollover 2027-2032)

Cemetery Regulations & associated documentation

Review of Cemetery Regulations

Review all Cemetery administration documentation