

2026/27 WORKS AND ENVIRONMENT SERVICE PLAN

AGENDA ITEM No. 9

MEETING: ENVIRONMENT COMMITTEE

DATE: 27th MAY 2026

REPORT BY: WORKS AND ENVIRONMENT MANAGER

1.0 Purpose of the Report

1.1 The purpose of the report is to present the draft Works and Environment Service Plan for April 2026 to March 2027 for consideration and comment. The draft Service Plan has been appended to the report as Appendix 1.

2.0 Background to the Report

2.1 The Council's approved Performance Management Framework requires all key service areas to have in place a Service Plan.

2.2 Although service plans are not a statutory requirement, they help to create a better understanding of the work of each service and the contribution they make in delivering the strategic aims and targets of the Council, as set out in the Service Delivery Plan.

2.3 Service plans are reviewed on an annual basis to ensure that priorities and actions are still relevant.

3.0 2026/27 Works and Environment Service Plan

3.1 The attached Works and Environment Service Plan follows the standard format specified in the Council's Performance Management Framework, and sets out the following information, specific to the Works Department:-

- Contribution to the Council's Strategic Aims and Objectives;
- Works and Environment Section Profile;
- Mission Statement;
- Service Aims and Objectives;
- Areas of Responsibility
- Staffing Structure
- Achievements during 2025/26;
- Strengths, Weaknesses, Opportunities, and Threats Analysis;
- Political, Economic, Social, Technological Factor Analysis;
- 2026/27 Action Plan; and
- Risk Assessment.

3.2 The Works and Environment Service Plan sets objectives and targets for the officers working within the Works Department via the annual action plan and helps to communicate to all staff and Members how the Works Department contributes towards the achievement of the Council's overall strategic aims and targets.

3.3 The delivery of the Works and Environment Service Plan will hopefully help to deliver improvements in the service, contribute towards the achievement of the Council's strategic aims and targets, and effectively meet the expectations of the users of the services provided by the Works Department.

4.0 Policy Implications

4.1 The Works and Environment Service Plan will assist Great Aycliffe Town Council in delivering the following Council Strategic Aims:-

- Aim 1 *“To provide good quality governance and management of the Council”*
- Aim 2 *“To manage the Council’s finances and assets in a responsible manner”*
- Aim 5 *“To contribute to the environmental improvement of Aycliffe by managing and developing parks, play areas and green spaces”*
- Aim 7 *“To help and encourage partnership working to improve the services and facilities for the residents of Great Aycliffe”*
- Aim 9 *“To research information and make the case for Great Aycliffe”*.

5.0 Staffing Implications

5.1 The Works and Environment Service Plan sets objectives and targets for the officers working within the Works Department and helps communicate to other staff how the Works Department contributes towards the Council’s overall strategy.

6.0 Financial Implications

6.1 The implementation of the Works and Environment Service Plan will help to ensure that the Works Department delivers value for money.

7.0 Crime and Disorder Implications

7.1 None.

8.0 Equal Opportunities Implications

8.1 None.

9.0 Environmental, Biodiversity and Climate Change Implications

9.1 None.

10.0 Risk Assessment

10.1 It is not considered that the matters contained in this report pose a risk to health and safety of staff or to the financial or public standing of the Council to a degree that a risk assessment should be appended to this report.

10.2 An extract from the Council’s risk register setting out all of the risks facing the Council is included within the attached Service Plan.

11.0 General Data Protection Regulation (GDPR)

11.1 There are no personal or sensitive data required for this proposal which may have any implications for GDPR.

12.0 Recommendations

12.1 It is recommended that the draft 2026/27 Works and Environment Service Plan is approved.

Steve Cooper
Works and Environment Manager