

## Corporate Aims and Targets 2010/2011

April 2011

No	Objective	Lead	Support	Target Date	Comments
<b>AIM 1 - TO PROVIDE GOOD QUALITY GOVERNANCE AND MANAGEMENT OF THE COUNCIL</b>					
1	Publish a Parish Performance Plan by 30 <sup>th</sup> June	CW	AB	June 10	Approved at Committee 2 June and published 11 <sup>th</sup> June. Complete
2	Achieve an unqualified audit opinion on the Annual Governance Statement	DA	AB	Sept 10	Achieved, to be reported to Council on 22 September. Complete
3	Quarterly performance report to Policy & Resources Committee	CW	AB	Quarterly	Complete
4	Deliver the Internal Audit Plan Schedule of Work and report to Audit Sub Committee	BW	DA	March 11	Reported 6 <sup>th</sup> April 2011 Complete
5	Review the personal development reviews to find a more user friendly approach	CW	AB	Dec 10	New approach agreed at April PMG Complete
6	Prepare an annual training list, developed from the PDR, or replacement, process and feed into the budget setting process	AD	AB	Oct 10	Training is still being delivered when requested by an individual. DCC have provided an annual training list that the town council may access. Training will be provided in-house for word, powerpoint and giving a presentation On-going
7	Provide a Member and Town Clerk training programme to comply with guidance for Quality Status	AB	AD	Mar 11	Schedule in place On-going

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8	Undertake a review of all records and filing systems annually to comply with FOI Act	CR	CW	Dec 10	Ongoing. Refresher training has been undertaken by some key staff
9	Improve advertising of council facilities and services by targeting a service area in each publication	CW	MR/CR	Mar 11	The council now have a facebook page and a twitter account. The new website should also help. On-going
<b>AIM 2 - TO MANAGE THE COUNCIL'S FINANCES AND ASSETS IN A RESPONSIBLE MANNER</b>					
10	Produce annual statement of accounts by 30.6.10	DA	MN	June 10	Complete
11	Achieve an unqualified audit opinion of the accounts by 30.9.10	DA	MN	Sept 10	Achieved and reported to Committee Complete.
12	Complete any Government returns electronically by the relevant deadline	DA	MN	As required	Complete
13	Aim to deliver 3% efficiency savings.	DA	AB	Mar 11	Achieved Complete
14	Implement any works highlighted in the Asset Management Plan, prioritised by DDA compliance.	AB	DA	Annually	Complete
15	Undertake a review of all Council risks every March and report to Council	CW	DA	Mar 11	Complete
16	Budgets/Precepts approved by 31 <sup>st</sup> January 2011	DA	MN	Jan 11	Approved on 26.1.11 Complete
17	Map all council owned land, buildings and other assets onto the Geographical Information System	AB	MJR Managers	March 11	Council land has been mapped Assets database started. On-going
18	Undertake an annual update of the Asset Register	DA	DA/MJR	Aug 10 / Mar 11	Complete for 2009/2010. Next update due in May 2011

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19	Undertake an annual review of the schedule of expected life and replacement costs for plant and machinery and build into the capital works programme as necessary	DA	AB	Mar 11	Complete for machinery, vehicles, plant and equipment. Work commenced on building schedules. Roofing surveys awaited On-going
<b>AIM 3 - TO PROVIDE ACCESSIBLE, AFFORDABLE LEISURE FACILITIES AND OPPORTUNITIES</b>					
20	Complete the Best Value Review of the Oakleaf Sports Complex	Members		May 10	Complete
21	Deliver 30 public countryside events	SC		March 11	35 events taken place. On-going
22	Deliver the Council's programme of special events	MR	JS	Various	Complete
23	Provide 2 training sessions on the new dance mat system ('train the trainer' type sessions)	JS	CW	March 11	The problem with the Dance Mats has been resolved. The first session is planned for May 2011
24	Work with community groups and voluntary organisations to provide at least 5 community dance sessions	JS	MM	March 11	The mats have been used by 5 organisations. However, there is some reluctance from community groups to put in the required effort on their part. Mats are provided free unless there is no trained trainer then a £25 per hour fee is charged for a member of staff. Organisations are required to collect and return the mats to the Sports Complex, this seems to be the area causing problems. Complete
25	Pursue the of opening additional allotments at St. Oswald's Park/allotments	DT	AB		Still awaiting planning approval

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26	Replace the Oakleaf Sports Complex heating system to be more efficient	JS	AB		New heating system is in place but actual heaters are still being upgraded. (nearly complete)
<b>AIM 4 - TO PROVIDE PRE-SCHOOL EDUCATION AS APPROPRIATE IN GREAT AYCLIFFE</b>					
27	Investigate the need for extend opening hours at the Early Years settings. If required extend the opening hours.	JAS	AB		St. Mary's will close at the end of this term and St. Oswald's will be providing extended hours from September. Complete
28	Achieve successful Ofsted Inspection Results (if undertaken)	JAS	Pre-school Staff	Ongoing	No inspections have taken place.
<b>AIM 5 - TO CONTRIBUTE TO THE ENVIRONMENTAL IMPROVEMENT OF AYCLIFFE BY MANAGING AND DEVELOPING PARKS, PLAY AREAS AND GREEN SPACES</b>					
29	Environmental Officer to work with local schools and community groups to develop volunteer opportunities	SC	AB	Ongoing	Links with Greenfield, bulb planting scheme with primary schools. On-going
30	Work with the Youth Council, schools, community and voluntary groups hold a Town Pride Environment Day	SC	Town Pride Team	July 10	Complete
31	Publicise environmental/green spaces in the Great Aycliffe area. Including the development and publication of a leaflet	SC	CW	March 11	Complete
32	Plant a hedgerow round the inner field boundary at Cobblers Hall Plantation	SC	Town Pride Team	March 11	Complete
33	Publicise parks and play areas in Town Council ownership. Including the development of a leaflet	CR	MR	March 11	Complete
34	Complete the improvements to the Great Aycliffe Way	SC	Town Pride Team	Sept 10	Complete

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35	Develop and publish a Great Aycliffe Way leaflet to promote the walk	SC	AB	July 10	Complete
36	Refurbish School Aycliffe Play Area	DT	PW	July 10	Complete
37	Open the public toilets at St. Oswald's Park	DT	AB	May 10	Complete
38	Continue the replacement of dog waste bins at various town council owned locations	DT	PW	Ongoing	Complete
39	Consider the re-development/use of Horndale Park and football pitches				Pitches closed. No re-development to take place in this current economic climate. Remove target – may be added again at a later date.
<b>AIM 6 – HELP AND ENCOURAGE PARTNERSHIP WORKING TO IMPROVE THE SERVICES AND FACILITIES FOR THE RESIDENTS OF GREAT AYCLIFFE</b>					
40	Support and encourage Aycliffe Youth Council (AYC) by Organising the election process Holding at least 8 meetings a year Help organise at least 1 project per year	CW	SC	Ongoing	Meetings are held regularly. Town Pride Environment Week undertaken and bulb planting with various organisations. Wildflower planting due to take place 11.4.11 Complete
41	Working with other groups to develop community activities to encourage pride in Great Aycliffe	SC	Town Pride Team	Ongoing	As above Ongoing
42	Hold a litter awareness campaign in partnership with Durham County Council, the Youth Council and any national initiatives	SC	CW	March 11	Complete
43	Negotiate with Durham County Council to hold a high profile 'dog fouling' campaign in the Great Aycliffe area	SC	CW	March 11	Complete
44	Work with County Councillors for Aycliffe, GAMP and Durham County Council to provide additional off-street parking	AB	Members	March 11	Complete

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45	Work with County Councillors and GAMP to access Neighbourhood Budgets for the benefit of Great Aycliffe residents	AB	Members	March 11	Ongoing
<b>AIM 7 - ENCOURAGE THE RESIDENTS OF GREAT AYCLIFFE TO BECOME INVOLVED IN LOCAL DEMOCRACY</b>					
46	Hold at least 5 Customer Panel meetings with the residents of Great Aycliffe	CW	AD	Ongoing	The Customer Panel is working well with a wide range of subjects being discussed. The Works Manager and Environment Officer have also attended a Q&A session On-going
47	Hold a budget setting consultation meeting with the Customer Panel	DA	CW	Nov 10	Held in November. Chairmen of P&R, Environment and Recreation in attendance as well as the Town Clerk and Finance Manager. Complete
48	Hold a Parish Meeting	AB	CR	May 11	Complete
49	Hold an Allotment AGM	DT		Annually	Held Thursday 18 <sup>th</sup> November Complete
50	Hold 6 allotment representative meetings	DT		Ongoing	Meetings held prior to Environment & Recreation Committee meetings Complete
51	Provide information about elections, the need to register to vote, how to become a Councillor etc on the Council's website	MR	AB	When required	Information and links will be placed onto the new website Complete
52	Hold or take part in at least 2 events to inform residents about Town Council services	CW	AD	Annually	Complete

<b>AIM 8 - TO RESEARCH INFORMATION AND MAKE THE CASE FOR GREAT AYCLIFFE</b>					
53	Produce timely responses to all major consultations carried out	AB	CW	Ongoing	Where applicable responses are made to the relevant body. On-going
54	Undertake benchmarking and research where appropriate for new policies and procedures	CW	AB	Ongoing	Research for best practice is on- going.
55	Keep up to date with any changes in legislation and report to council as and when required			Ongoing	Under review. Reports presented to Council when required. On-going