

**Corporate Aims and Targets 2012/2013
AUGUST 2012 REVIEW**

No	Objective	Lead	Support	Target Date	Comments
AIM 1 - TO PROVIDE GOOD QUALITY GOVERNANCE AND MANAGEMENT OF THE COUNCIL					
1	Publish a Parish Performance Plan by 30 th June	CW	AB	June 12	A light touch review was given due to the anticipated development of a Neighbourhood Plan Published - Complete
2	Achieve an unqualified audit opinion on the Annual Governance Statement	DA	AB	Sept 12	Unqualified audit opinion received and reported to Council on 27 June - complete
3	Pursue the development of a Neighbourhood Plan, improving community engagement and encouraging the residents of Great Aycliffe to become involved in the process	CW	AD/CNEO	May 14	Notification sent to DCC early April. Still waiting for DCC protocol to be approved prior to 6 week consultation period being undertaken. A report is due to go to DCC committee at the end of September.
4	Quarterly performance reports are presented to Policy & Resources Committee	CW	AB	Quarterly	On target. On-going.
5	Deliver the Internal Audit Plan Schedule of Work and report to Council	BW	DA	March 13	Internal audit plan on schedule. First quarterly audit sub committee meeting held.
6	Hold quarterly team meetings or staff supervision sessions to discuss training needs and generate new ideas	CW	AB	March 13	Sports Complex and Pre-School Staff meet on a regular basis to discuss matters. Works staff have more informal meetings on a fairly regular basis. Office staff need to make

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					additional arrangements to ensure these meetings take place.
7	Provide a Member and Town Clerk training programme to comply with guidance for Quality Status	AB	AD	March 13	
8	Undertake a review of all records and filing systems annually to comply with Freedom of Information Act	CR	CW	On-going	
9	Improve advertising of Council facilities and services by targeting a service area in each publication	CW	MR/CR	On-going	
10	Provide apprenticeship/learning opportunities to give young people work experience	AB	CW	On-going	
11	Undertake a town wide questionnaire consultation, as part of the Neighbourhood Planning process	CW	AD	Dec 12	See no. 3
AIM 2 - TO MANAGE THE COUNCIL'S FINANCES AND ASSETS IN A RESPONSIBLE MANNER					
12	Produce annual statement of accounts by 30.6.12	DA	MN	June 12	SOA completed and approved by Council on 27 June - Complete
13	Achieve an unqualified audit opinion of the accounts by 30.9.12	DA	MN	Sept 12	Unqualified audit opinion received on SOA from Audit Commission in June and reported to Council on 27 June - Complete
14	Ensure the Medium Term Financial Plan is approved by 30 th June each year	DA	MN	Jun 12	MTFP approved on 11 July. Slightly late due to incorporation of issues relating to the localisation of council tax benefits - Complete
15	Complete any Government returns electronically by the relevant deadline	DA	MN	As required	On target
16	Aim to deliver 3% efficiency savings.	DA	AB	Mar 13	On target to exceed this target. Significant savings on new

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					insurance and brewery contracts.
17	Implement any works highlighted in the Asset Management Plan, prioritised by the Equality Act.	AB	DA	Annually	
18	Quarterly budget control reports are presented to Policy and Resources Committee	DA	MN	Mar 13	On target. First quarter budgetary control. Report has been completed and reported.
19	Undertake a review of all Council risks every March and report to Council	CW	DA	Mar 13	Risks are reviewed quarterly. On-going
20	Budgets/Precepts approved by 31 st January 2013	DA	MN	Jan 13	Budget timetable will ensure this target is met
21	Undertake an annual update of the Asset Register	DA	DA/MJR	Mar 13	Asset register updated in April/May as part of the accounts year end process - complete
22	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 13	In progress. Will be completed by end of year.
AIM 3 - TO PROVIDE ACCESSIBLE, AFFORDABLE LEISURE FACILITIES AND OPPORTUNITIES					
23	Deliver 40 public countryside events	SC	Town Pride	On-going	
24	Deliver the Council's programme of special events	JAS MR	various	Jan 13	Fun in parks so far well attended, other events planning well underway.
25	Expand the activities offered at the Oak Leaf Sports Complex	JAS	Complex Staff	Mar 13	Oaklife over 50's club around 12 attending. Party range extended. Buffet menu changed to entice customers back to function room.
26	Complete the programme of asset management planned work	JAS	AB/DT	Mar 13	

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	at the Oakleaf Sports Complex				
27	Install outdoor fitness equipment at West Park in partnership with the AAP	DT	AH	Aug 12	Due to be installed mid September.
AIM 4 - TO PROVIDE PRE-SCHOOL EDUCATION AS APPROPRIATE IN GREAT AYCLIFFE					
28	Achieve successful Ofsted Inspection Results (if undertaken)	JAS	Pre-School Staff	As and when	No inspections are due.
29	Aim to maximise child numbers at both pre-schools	JAS	Pre-school Staff	On-going	
AIM 5 - TO CONTRIBUTE TO THE ENVIRONMENTAL IMPROVEMENT OF AYCLIFFE BY MANAGING AND DEVELOPING PARKS, PLAY AREAS AND GREEN SPACES					
30	Environment Officer to work with local schools and community groups to develop volunteer opportunities	SC	AB	On-going	
31	Work with the Youth Council, schools, community and voluntary groups hold a Town Pride Environment Day	SC	Town Pride Team	July 12	10 litter picks were undertaken and 9 presentations given, with 8 members of the public helping out. Complete
32	Take over certain, agreed, green spaces from Durham County Council and improve these areas bringing them in line with Town Council standards	AB	DT/SC	Mar 13	The license has now been signed and work will continue to improve these areas.
33	Continue to provide a limited snow clearing and gritting service on behalf of Durham County Council	DT	AB	On-going	Nothing to report to date.
34	Undertake a range of improvements to Aycliffe Nature Park	SC	DT	On-going	
35	Install a new BMX track and area at Woodham Park	DT	AH	Aug 12	Work due to commence end of August.
AIM 6 – HELP AND ENCOURAGE PARTNERSHIP WORKING TO IMPROVE THE SERVICES AND FACILITIES FOR THE RESIDENTS OF GREAT AYCLIFFE					

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36	Support and encourage Aycliffe Youth Council (AYC) by Organising the election process Holding at least 8 meetings a year Helping to organise at least 1 project a year	CW	SC	On-going	Elections are due to take place late September.
37	Working with other groups to develop community activities to encourage pride in Great Aycliffe	SC	Town Pride Team	On-going	
38	Work with partners and assist with initiatives to reduce litter	SC	Town Pride Team	On-going	
AIM 7 - ENCOURAGE THE RESIDENTS OF GREAT AYCLIFFE TO BECOME INVOLVED IN LOCAL DEMOCRACY					
39	Hold at least 5 Customer Panel meetings with the residents of Great Aycliffe	CW	AD	On-going	2 meetings have already been held since April with the next due 28 th August.
40	Hold a budget setting consultation meeting with the Customer Panel	DA	CW	Nov 12	To take place later in year.
41	Hold a Parish Meeting	AB	CR	May 12	Complete.
42	Hold an Allotment AGM	DT		Annually	
43	Hold 6 allotment representative meetings	DT		On-going	Held prior to every Environment Committee Meeting.
44	Provide information about elections, the need to register to vote, how to become a Councillor etc on the Council's website	MR	AB	May 12 – May 13	Background information and links are currently being investigated and will be placed live onto the website in October.
45	Hold or take part in at least 2 events to inform residents about Town Council services	CW	AD	Annually	
AIM 8 - TO RESEARCH INFORMATION AND MAKE THE CASE FOR GREAT AYCLIFFE					
46	Produce timely responses to all major consultations carried	AB	CW	On-going	

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	out				
47	Undertake benchmarking and research where appropriate for new policies and procedures	CW	AB	On-going	Currently researching and preparing a CCTV Policy.
48	Keep up to date with any changes in legislation and report to council as and when required	CW	AB	On-going	New Code of Conduct information circulated to Members. Information regarding Neighbourhood Planning circulated as it becomes available.