

Corporate Aims and Targets 2010/2011

December 2010

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 10	Approved at Committee 2 June and published 11 th 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.
3	Quarterly performance report to Policy & Resources Committee	CW	AB	Quarterly	Quarterly reporting is now established
4	Deliver the Internal Audit Plan Schedule of Work and report to Audit Sub Committee	KB	DA	March 11	First two quarters reported. Next report due 26.1.11. Plan is on schedule.
5	Review the personal development reviews to find a more user friendly approach	CW	AB	Dec 10	Work has not yet commenced on this target
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
7	Provide a Member and Town Clerk training programme to comply with guidance for Quality Status	AB	AD	Mar 11	
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

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9	Improve advertising of council facilities and services by targeting a service area in each publication	CW	AD/CR	Mar 11	More work needs to be done to 'sell' the council and its services.
AIM 2 - TO MANAGE THE COUNCIL'S FINANCES AND ASSETS IN A RESPONSIBLE MANNER					
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	On target.
13	Aim to deliver 3% efficiency savings.	DA	AB	Mar 11	On target to achieve via 2011/2012 budget setting process.
14	Implement any works highlighted in the Asset Management Plan, prioritised by DDA compliance.	AB	DA	Annually	On target via MTFP and 2010/2011 capital programme.
15	Undertake a review of all Council risks every March and report to Council	CW	DA	Mar 11	Full review and report undertaken March 2010. Quarterly review undertaken on schedule.
16	Budgets/Precepts approved by 31 st January 2011	DA	MN	Jan 11	Due to be approved on 26.1.11
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, work ongoing
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
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

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AIM 3 - TO PROVIDE ACCESSIBLE, AFFORDABLE LEISURE FACILITIES AND OPPORTUNITIES					
20	Complete the Best Value Review of the Oakleaf Sports Complex	Members		May 10	Complete
21	Deliver 30 public countryside events	SC		March 11	Ongoing – up to 35 events taken place.
22	Deliver the Council's programme of special events	MR	JS	Various	The fireworks display was cancelled due to the fire Santa Tours being organised. Santa Letters being sent out.
23	Provide 2 training sessions on the new dance mat system (<i>'train the trainer'</i> type sessions)	JS	CW	March 11	Problems have been encountered with the Dance Mats this is being followed up with SHOKK the Dance Mat providers.
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.
25	Pursue the of opening additional allotments at St. Oswald's Park/allotments	DT	AB		Planning has been sought but some objections have been raised
26	Replace the Oakleaf Sports Complex heating system to be	JS	AB		Problems are still ongoing. David

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	more efficient				Bainbridge has been contact regarding the upgrade of the bowls hall heaters. We are still awaiting a response.
AIM 4 - TO PROVIDE PRE-SCHOOL EDUCATION AS APPROPRIATE IN GREAT AYCLIFFE					
27	Investigate the need for extend opening hours at the Early Years settings. If required extend the opening hours.	JAS	AB	Ongoing	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	
AIM 5 - TO CONTRIBUTE TO THE ENVIRONMENTAL IMPROVEMENT OF AYCLIFFE BY MANAGING AND DEVELOPING PARKS, PLAY AREAS AND GREEN SPACES					
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.
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	SC	MR	March 11	Complete
34	Complete the improvements to the Great Aycliffe Way	SC	Town Pride Team	Sept 10	The launch event date awaited.
35	Develop and publish a Great Aycliffe Way leaflet to promote	SC	AB	July 10	Complete and printed. Waiting to

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	the walk				be distributed
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.
AIM 6 – HELP AND ENCOURAGE PARTNERSHIP WORKING TO IMPROVE THE SERVICES AND FACILITIES FOR THE RESIDENTS OF GREAT AYCLIFFE					
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	The Youth Forum Event took place on Wednesday 27 th October at the Leisure Centre. Although it was well publicised there were only 16 young people in attendance. Youth Councillors helped with the 'Focus on the Crocus' Campaign
41	Working with other groups to develop community activities to encourage pride in Great Aycliffe	SC	Town Pride Team	Ongoing	Ongoing
42	Hold a litter awareness campaign in partnership with Durham County Council, the Youth Council and any national initiatives	SC	CW	March 11	Environment Week held, crocus planting etc
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	Off Street Parking provided at Stephenson Way, Mills Close

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					(including the widening of the road) and Pease Way
45	Work with County Councillors for and GAMP to access Neighbourhood Budgets for the benefit of Great Aycliffe residents	AB	Members	March 11	Ongoing
AIM 7 - ENCOURAGE THE RESIDENTS OF GREAT AYCLIFFE TO BECOME INVOLVED IN LOCAL DEMOCRACY					
46	Hold at least 5 Customer Panel meetings with the residents of Great Aycliffe	CW	AD	Ongoing	Ongoing
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	AD	May 11	Complete
49	Hold an Allotment AGM	DT		Annually	Held Thursday 18 th November Complete
50	Hold 6 allotment representative meetings	DT		Ongoing	Meetings held prior to Environment & Recreation Committee meetings
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	Complete
52	Hold or take part in at least 2 events to inform residents about Town Council services	CW	AD	Annually	Attended the PCP open day event on Saturday 12 th June. A great day with high attendance. Information boards should have been made available at Great Aycliffe Show – to do next year.
AIM 8 - TO RESEARCH INFORMATION AND MAKE THE CASE FOR GREAT AYCLIFFE					

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53	Produce timely responses to all major consultations carried out	AB	CW	Ongoing	<p>The following consultations have been received and where applicable commented on</p> <p>Darlington Borough Council – Darlington Local Development Framework, Submission Core Strategy Development Plan Document</p> <p>Darlington Borough Council – Darlington Local Development Framework, Accommodating Growth Issues and Options</p> <p>Durham County Council – The County Durham Plan, Consultation Report, North West Durham Green Belt.</p> <p>Durham County Council – The County Durham Plan, Consultation Report, Durham City Green Belt Assessment Phase 2.</p> <p>Durham County Council – The County Durham Plan, Consultation Report, County Durham Settlement Study.</p> <p>Durham County Council – The County Durham Plan, Technical Consultation Report,</p>

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					<p>New Minerals and Waste Sites in County Durham.</p> <p>Durham County Council – The County Durham Plan, Technical Consultation Report, Energy Minerals in County Durham.</p> <p>Durham County Council – The County Durham Plan, Technical Consultation Report, Towards a Minerals Delivery Strategy for County Durham.</p> <p>Durham County Council – The County Durham Plan, Technical Consultation Report, Safeguarding Mineral Resources for the Future</p>
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.