

Corporate Aims and Targets 2013/2014
JUNE 2013

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 13	Work is progressing and the draft plan will be discussed at Full Council on 12 th June
2	Achieve an unqualified audit opinion on the Annual Governance Statement	DA	AB	Sept 13	The External Auditor has been on site for a number of weeks now.
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	Dec 14	A Service Review Working Group has been called to discuss the make-up of the Steering Group. Background work continues.
4	Quarterly performance reports are presented to Policy & Resources Committee	CW	AB	Quarterly	This is the first report for the financial year 2013/14
5	Deliver the Internal Audit Plan Schedule of Work and report to Council	BW	DA	March 14	On target. Internal Auditor attending June PMG.
6	Provide a Member and Town Clerk training programme to comply with guidance for Quality Status	AB	AD	March 14	Induction complete and training commented. TC attending SLCC conference 5/6/13
7	Undertake a review of all records and filing systems annually to comply with Freedom of Information Act	CR	CW	On-going	On-going
8	Improve advertising of Council facilities and services by targeting a service area in each publication	CW	MR/CR	On-going	Annual Report to be published in June and further work to promote facilities will continue throughout the year
9	Undertake a town wide questionnaire consultation, as part of the Neighbourhood Planning process	CW	AD	Oct 13	Initial thoughts and ideas being discussed and may form part of the meeting with the Service Review Working Group meeting. In addition this will be discussed with DCC Planning Officers

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10	Complete the new Health & Safety Manual, ensuring requirements for feedback from Managers is incorporated	AB	AD	June 13	Manual is nearing completion and has been circulated. H&S officer attending offices on 6/6/13
11	Quarterly reporting to Performance Management Group regarding Health & Safety requirements, accidents and other information	CW	AB	On-going	On-going , H&S now set item on PMG agenda
12	Develop and deliver a training plan for new Members	AB	CW	March 14	Training plan developed dates to be agreed. Also working with County Durham training partnership and others to ensure all areas are covered
AIM 2 - TO MANAGE THE COUNCIL'S FINANCES AND ASSETS IN A RESPONSIBLE MANNER					
13	Produce annual statement of accounts by 30.6.13	DA	MN	June 13	On target. Special Council meeting called for end of June
14	Achieve an unqualified audit opinion of the accounts by 30.9.13	DA	MN	Sept 13	On-target and aim to report to Special Council meeting at the end of June
15	Ensure the Medium Term Financial Plan is approved by 30 th June each year	DA	MN	Jun 13	On target and will be reported to committee
16	Quarterly budget control reports are presented to Policy and Resources Committee	DA	MN	Mar 14	On-going, monthly spending reported to P&R and full reports presented
17	Undertake a review of all Council risks every March and report to Council	CW	DA	Mar 14	Full review and update undertaken March 13. Updated register complete and being monitored
18	Budgets/Precepts approved by 31 st January 2014	DA	MN	Jan 14	
19	Manage the future financial impact of the localisation of support for council tax (LCTSS) and any future cuts to LCTSS	DA	AB	On-going	Awaiting the outcome of the government spending review
20	Commence a programme of financial reviews of all service areas	AB	DA	On-going	Golf to be first area reviewed meeting to be arranged asap

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21	Undertake an annual update of the Asset Register including the schedule of expected life and replacement costs for plant and machinery. Ensuring that any works are prioritised by the Equality Act and replacement plant and machinery is built into the capital works programme as necessary	DA	DA/MJR	Mar 14	Officer meeting held and Member Asset Management Group to be arranged
AIM 3 - TO PROVIDE ACCESSIBLE, AFFORDABLE LEISURE FACILITIES AND OPPORTUNITIES					
22	Deliver 40 public countryside events	SC	Town Pride	On-going	
23	Deliver the Council's programme of special events	JT MR	various	Jan 14	Fun in the Parks ready and 1 st event will incorporate the Free Family Fun Day being organised by the Youth Council. Awaiting a SAG meeting and report regarding the Firework Night Senior Citizens commenced
24	Expand the activities offered at the OakLeaf Sports Complex	JT	Complex Staff	Mar 14	A tea dance has been organised on 4 th July Investigating 'jumble bowls' mixed ability bowling
25	Complete the programme of asset management planned work at the OakLeaf Sports Complex	JT	AB/DT	Mar 14	Work on-going
26	Provide at least 10 bar/catering promotions to develop the social side of the OakLeaf Complex business	JT	Complex Staff	Mar 14	
27	Investigate ways to extend the cycle paths on the Great Aycliffe Way and around Great Aycliffe	CW	AB	Mar 14	Highlighted as an area of possible interest for the Neighbourhood Plan and discussions have taken place with DCC officers
28	Assist Aycliffe Youth Council to hold a Free Family Fun Day in the Town Park on 30 th July 2013 to coincide with the first Fun in the Park event	CW	SC	July 13	Work is progressing. Living had indicated they would be able to sponsor the skateboard competition. ACORN residents have provided 2 x £20 Tesco vouchers to be used for the

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					event. The PCC are providing 2 x Health Workers. Wilkinsons have provided a box of prizes and sweets. It is hoped to run the event with very little cost as nearly everyone is giving their time free of charge. The older Youth Councillors will be undertaking Sports Maker training as part of this event
AIM 4 - TO PROVIDE PRE-SCHOOL EDUCATION AS APPROPRIATE IN GREAT AYCLIFFE					
29	Achieve successful Ofsted Inspection Results (if undertaken)	JAS	Pre-School Staff	As and when	
30	Aim to maximise child numbers at both pre-schools	JAS	Pre-school Staff	On-going	Both schools full and with waiting lists
AIM 5 - TO CONTRIBUTE TO THE ENVIRONMENTAL IMPROVEMENT OF AYCLIFFE BY MANAGING AND DEVELOPING PARKS, PLAY AREAS AND GREEN SPACES					
31	Environment Officer to work with local schools and community groups to develop volunteer opportunities	SC	AB	On-going	
32	Work with the Youth Council, schools, community and voluntary groups hold a Town Pride Environment Week	SC	Town Pride Team	July 13	Town Pride Environment Week will be held Monday 8 th July to Friday 12 th July all primary schools will be taking part
33	Undertake maintenance and management of specific DCC environmental areas as per the management agreement	AB	DT/SC	On-going	On-going. The DCC license is due for renewal.
34	Undertake a limited snow clearing and gritting service on behalf of Durham County Council as per the management agreement	DT	AB	On-going	
AIM 6 – HELP AND ENCOURAGE PARTNERSHIP WORKING TO IMPROVE THE SERVICES AND FACILITIES FOR THE RESIDENTS OF GREAT AYCLIFFE					
35	Support and encourage Aycliffe Youth Council (AYC) by	CW	SC	On-going	

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	Organising the election process Holding at least 8 meetings a year Helping to organise at least 1 project a year				
36	Working with other groups to develop community activities to encourage pride in Great Aycliffe	SC	Town Pride Team	On-going	
37	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					
38	Hold at least 5 Customer Panel meetings with the residents of Great Aycliffe	CW	AD	On-going	At the last meeting of the Customer Panel it was agreed that the meetings would only be called if a specific item needed to be discussed at the work on the Neighbourhood Plan would likely duplicate the work of the Customer Panel. However notice of any consultations or public meetings will be circulated to all customer panel members
39	Hold a budget setting consultation meeting with the Customer Panel	DA	CW	Nov 13	
40	Hold a Parish Meeting	AB	CR	Annually In May	Parish meeting held in May Complete
41	Hold an Allotment AGM	DT		Annually In Nov	
42	Hold 6 allotment representative meetings	DT		On-going	Meetings are held prior to each Environment Committee
43	Hold or take part in at least 2 events to inform residents about Town Council services	CW	AD	Annually	The PCC were holding an open day on 1/6/13 however officers did not find out about this until a few days prior to the event so could not attend. The work on the Neighbourhood Plan will ensure this target is met and exceeded.

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AIM 8 - TO RESEARCH INFORMATION AND MAKE THE CASE FOR GREAT AYCLIFFE					
44	Produce timely responses to all major consultations carried out	AB	CW	On-going	On-going
45	Undertake benchmarking and research where appropriate for new policies and procedures	CW	AB	On-going	On-going
46	Keep up to date with any changes in legislation and report to council as and when required	CW	AB	On-going	On-going much work at the moment is around Neighbourhood Planning.