

AIMS & TARGETS MAY 2014 – APRIL 2015

JUNE 2014 UPDATE

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 14	There will be no Parish Plan published this year as a full update will be undertaken as part of the Neighbourhood Plan Process.
2	Achieve an unqualified audit opinion on the Annual Governance Statement	DA	AB	Sept 14	Audit has commenced and opinion is due in July.
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 15	Community Neighbourhood Engagement Officer, Angela Corner starts work on 16 th June. A large inaugural event is planned for 24 th July A logo competition for the schools has been launched Steering group members are being recruited
4	Deliver the Internal Audit Plan Schedule of Work and report to Council	BW	DA	March 15	Work has commenced, on target.
5	Provide a Member and Town Clerk training programme to comply with guidance for Quality Status	AB	AD	March 15	Quality status under review.
6	Undertake a review of all records and filing systems annually to comply with Freedom of Information Act	CR	CW	On-going	The Town Clerk attended a training session in February to keep up to date with FOI and Data Protection
7	Improve advertising of Council facilities and services by targeting a service area in each publication	CW	MR/CR	On-going	A twitter campaign has been running for a few months now and the profile of the Council and its facilities appears to be getting better
8	Undertake a town wide questionnaire consultation, as part of the Neighbourhood Planning process	CW	AD	On-going	The Neighbourhood Plan Officer starts on 16 th June and work will progress on this target

9	Complete the new Health & Safety Manual, ensuring requirements for feedback from Managers is incorporated	AB	AD	Dec 14	Complete; new legislation will be dealt with via updates as necessary.
10	Develop and deliver a training plan for new Members	AB	CW	March 15	Complete for new members. Newly elected or co-opted members will receive induction training.
AIM 2 - TO MANAGE THE COUNCIL'S FINANCES AND ASSETS IN A RESPONSIBLE MANNER					
11	Produce annual statement of accounts by 30.6.14	DA	MN	June 14	Draft accounts prepared and due to be approved by Council on 25 June.
12	Achieve an unqualified audit opinion of the accounts by 30.9.14	DA	MN	Sept 14	Audit has commenced and opinion is due in July.
13	Ensure the Medium Term Financial Plan is approved by 30 th June each year	DA	MN	Jun 14	MTFP due to be approved at Policy and Resources on 4 June.
14	Quarterly budget control reports are presented to Policy and Resources Committee	DA	MN	Mar 15	First report due at end of June.
15	Undertake a review of all Council risks every March and report to Council	CW	DA	Mar 15	High level risk has been considered at this meeting.
16	Budgets/Precepts approved by 31 st January 2015	DA	MN	Jan 15	Budget settings will commence in the Autumn.
17	Manage the future financial impact of the localisation of support for council tax (LCTSS) and any future cuts to LCTSS	DA	AB	On-going	Likely future cuts to Council Tax support grant have been factored into MTFP.
18	Commence a programme of financial reviews of all service areas	AB	DA	On-going	Golf Complex review complete. Pre-School review planned.
19	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 15	Annual update of asset register complete. Asset management schedules due to be updated later in the year.

AIM 3 - TO PROVIDE ACCESSIBLE, AFFORDABLE LEISURE FACILITIES AND OPPORTUNITIES					
20	Deliver 40 public countryside events	SC	Town Pride	On-going	6 events so far. 2 further cancelled due to heavy rain.
21	Deliver the Council's programme of special events	JT MR	various	Jan 15	Fireworks meeting with SAG 2 nd July.
22	Expand the activities offered at the Oakleaf Sports Complex	JT	Complex Staff	Mar 15	NIA exercise class, new Pilates classes, adult and junior archery courses
23	Complete the programme of asset management planned work at the Oakleaf Sports Complex	JT	AB/DT	Mar 15	DDA 9 th June, Reception July, Roof July committee
24	Provide at least 10 bar/catering promotions to develop the social side of the Oakleaf Complex business	JT	Complex Staff	Mar 15	World cup promotions, golf membership promotion
25	Investigate ways to extend the cycle paths on the Great Aycliffe Way and around Great Aycliffe	CW	AB	Dec 15	It is anticipated this will become a priority thought the Neighbourhood Plan
26	Assist Aycliffe Youth Council to assist and hold additional activities at one Fun in the Park event	CW	SC	Aug 14	The Fun in the Park event at the Eco Centre on 29 th July will have additional activities and assistance by the Youth Council
AIM 4 - TO PROVIDE PRE-SCHOOL EDUCATION AS APPROPRIATE IN GREAT AYCLIFFE					
27	Achieve successful Ofsted Inspection Results (if undertaken)	JAS	Pre-School Staff	As and when	
28	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					
29	Environment Officer to work with local schools and community groups to develop volunteer opportunities	SC	AB	On-going	Regular volunteering sessions now take place each week and further opportunities to work with community groups is being investigated

30	Work with the Youth Council, schools, community and voluntary groups hold a Town Pride Environment Week	SC	Town Pride Team	July 14	Environment Week preparation is well underway and will take place on w/c 7 th July
31	Undertake maintenance and management of specific DCC environmental areas as per the management agreement	AB	DT/SC	On-going	
32	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					
33	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	The Youth Council are working on a pilot project 'Getting Work Ready' with Dave Spencely and Philip Pye from the Business Park with a view that this will be rolled out to all primary schools in Newton Aycliffe
34	Working with other groups to develop community activities to encourage pride in Great Aycliffe	SC	Town Pride Team	On-going	The friends' of West Park group have raised the profile of pride in your local area but work should be undertaken by the town council to ensure this does not undermine the ongoing work we are already doing. Membership of the Active Aycliffe group is proving helpful to build partnerships and opportunities for joint working.
35	Work with partners and assist with initiatives to reduce litter	SC	Town Pride Team	On-going	Additional input from DCC Civic pride team during Environment Week focusing on dog fouling.
AIM 7 - ENCOURAGE THE RESIDENTS OF GREAT AYCLIFFE TO BECOME INVOLVED IN LOCAL DEMOCRACY					
36	Hold at least 5 Customer Panel meetings with the residents of Great Aycliffe	CW	AD	On-going	The first meeting to be held since the budget consultation in January will take place in July.

37	Hold a budget setting consultation meeting with the Customer Panel	DA	CW	Nov 14	To be held later in the year.
38	Hold a Parish Meeting	AB	CR	Annually In May	Complete.
39	Hold an Allotment AGM	DT		Annually In Nov	
40	Hold 6 allotment representative meetings	DT		On- going	
41	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					
42	Produce timely responses to all major consultations carried out	AB	CW	On- going	
43	Undertake benchmarking and research where appropriate for new policies and procedures	CW	AB	On- going	The annual review of all policies was undertaken and reported to committee in April. There will be a number of additional policies and updates to undertake throughout the year
44	Keep up to date with any changes in legislation and report to council as and when required	CW	AB	On- going	