

AIMS AND TARGETS OUTTURN 2019/2020

AIM 1 – TO PROVIDE GOOD QUALITY GOVERNANCE AND MANAGEMENT OF THE COUNCIL

No	Target	Comments
1	Publish a Town Council Service Delivery Plan by 31 st May each year	Complete
2	Publish an Annual Report	Complete
3	Provide an annual member training programme from member requests and the town clerk from his annual appraisal and CPD requirements	On-going
4	Develop a recommended training programme for Members which shows highly recommended and recommended courses with a reminder being sent quarterly and records of attendance and non-attendance being kept	Complete and attendance will be reported at the AGM On-going
5	Undertake an annual review of the Council Constitution, Financial Regulations and ensure compliance with current legislation	Complete and agreed at AGM
6	Ensure compliance with GDPR	On-going * have been and will be focussing on the electronic aspects
7	Improve advertising of Council facilities and services by targeting a service area in each publication making sure each area is targeted at least once	On-going
8	Ensure that social media is used to advertise the Council's services and facilities	On-going Social media being utilised more
9	Undertake research where appropriate for new policies and procedures	On-going Sickness Absence Management and Disciplinary (inc Capability) Policies did not go to January Personnel Sub- Committee, more pressing issues needed to be addressed.
10	Keep up to date with any changes in legislation and report to council as and when required	On-going
11	Continue to monitor energy consumption, implement energy saving initiatives and reduce usage where possible	On-going SLA in place with DCC regarding the energy contracts Lighting in the office is being replaced with energy saving bulbs when the old ones burn out

12	Ensure all staff have an annual appraisal	Complete
13	To undertake quarterly review of staff sickness and report to performance management group	On-going

AIM 2 – TO MANAGE THE COUNCIL'S FINANCES AND ASSETS IN A RESPONSIBLE MANNER

No	Target	Comments
14	Produce Annual Return by 30 th June each year	Complete
15	Achieve an unqualified audit opinion of the Annual Return by 30 September 18	Complete
16	Ensure the Medium Term Financial Plan is approved by 30 th June each year	Complete
17	Deliver the Internal Audit Plan Schedule of Work and report quarterly to Audit Sub Committee then to Council	Not Complete Due to personal situation of officer
18	Manage the financial impact of the localisation of support for council tax (LCTSS) and any future cuts to LCTSS funding	Complete On-going Latest cut built into draft 2019/20 Revenue Budget.
19	Quarterly budget control reports are presented to Policy and Resources Committee	Complete On-going – regular reports are provided to Policy & Resources
20	Budgets/Precepts approved by 31 st January 2019	Complete
21	Ensure all relevant information is published in compliance with the Transparency Code/Openness of Local Government Regulations.	On-going 5 Park Exclusions applied and relevant information published. Allotment determinations published.
22	Deliver the work set out in the Asset Management Plan via the capital programme and ensure that a six monthly review is undertaken with Officers and Member Asset Management Group	On-going
23	Undertake an annual update of the Asset Register including the schedule of expected life and replacement costs for buildings, plant and machinery.	Complete
24	To consider the Council's Business Risks every March and minute that the full review has taken place by Council	Complete All risks considered and reported to Full Council on 13 March 2019
25	Ensure that at least one Service Review is completed each year Reviews for 2018/19 and will include Oak Leaf Golf Complex & Oak Leaf Sports Complex	Oakleaf Sports Complex review Complete . Golf Complex review pending

AIM 3 – TO PROVIDE ACCESSIBLE, AFFORDABLE LEISURE FACILITIES AND OPPORTUNITIES

No	Target	Comments
26	Deliver the Council's programme of special events Fun in the Parks Senior Citizens Trips Firework Display Santa Letters Santa Tours Christmas lights	All Complete
27	Undertake a review of the Santa Tours to ensure volunteers and members of the public are safe and as much, as possible, of the Town has a visit from Santa	Complete
28	Help co-ordinate and deliver the Aycliffe Festival, providing assistance, financial support if required, training and publicity and undertake a review as soon as possible following the event.	Complete 14 events ranging from an afternoon tea and a golf tournament to indoor and outdoor live music events
29	Construct new play area at Cobbler's Hall, subject to lease being completed	Complete
30	Undertake a review of activity usage and explore the possibility of any new activities that could be implemented at the Oak Leaf Sports Complex	On-going
31	Investigate partnership working with outside bodies including the Sedgefield Sports Partnership	On-going

AIM 4 – TO PROVIDE PRE-SCHOOL EDUCATION AS APPROPRIATE IN GREAT AYCLIFFE

32	Ensure the continuous improvement of the service and obtain at least a 'good' and aiming for 'excellent' Ofsted Inspection	Good achieved in June 17 Ofsted inspection, next inspection approx. 3 years
33	Ensure all recommendations from the Ofsted Inspection are implemented	Complete

AIM 5 – TO CONTRIBUTE TO THE ENVIRONMENTAL IMPROVEMENT OF AYCLIFFE BY MANAGING AND DEVELOPING PARKS, PLAY AREA AND GREEN SPACES

No	Target	Comments
34	Works & Environment Manager to arrange to work with local schools and community groups to develop volunteer opportunities	On-going Various activities including litter picks, pond dipping, bug box making. 12 activities so far.
35	To continue to monitor the health and condition of the trees on Town Council land in line with the tree management policy and undertake a visual tree inspection of a specific area every 6 months to assess the health and condition of the trees.	On-going
36	Investigate options to obtain hydrology information on the lakes at West Park and investigate ways and means to implement any recommendations	Not complete Request for information submitted to Northumbrian Water regarding flow rates from the inlet feeds and outfalls for the lakes.
37	Works and Environment Manager to organise and help deliver 15 public countryside events	Complete
38	Complete at least 5 targeted Himalayan Balsam removing working parties along The Burn	Complete
39	Identify 2 new areas to be developed as wildflower meadow	Maintain current meadows and, where appropriate, expand, develop or create new.
40	Undertake maintenance and management of specific Durham County Council environmental areas as per the management agreement	On-going
41	Undertake a limited snow clearing and gritting service for Durham County Council (DCC) as per the winter maintenance agreement for the benefit of residents	On-going New spreader purchased for use on GATC land. Further discussion required with DCC.
42	Undertake improvements to the Aycliffe Angels memorial area	Complete
43	Replace the junior play area at Aycliffe Village	Complete
44	Complete the improvements to St. Oswald's allotment fencing	Complete
45	Undertake improvements to the Town Park Skate Park	Complete
46	Undertake footpath repairs including sections of Woodham Burn	Not Complete Quotations to be submitted to March Policy and Resources.

AIM 6 – HELP AND ENCOURAGE PARTNERSHIP WORKING TO IMPROVE THE SERVICES AND FACILITIES FOR THE RESIDENTS OF GREAT AYCLIFFE

No	Target	Comments
47	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	Complete. On-going Working on projects to help raise funds for additional defibrillators for the town
48	To continue partnership working with DCC and build on the existing initiatives	On-going
49	Work with the Youth Council, schools, community and voluntary groups hold a Town Pride Environment Week	Complete
50	The Works and Environment Manager and Park Patrol Officers to work with DCC Officers and Police in regard to anti-social behaviour issues.	On-going TLP meetings and informal communications with other outside bodies
51	The Works & Environment Manager and Town Pride Team to work with DCC Officers and Tidy Britain to ensure that the Great Aycliffe Parish has a targeted Anti-Littering campaign.	Complete
52	Work in partnership with residents and friends groups to improve our parks, play areas and environment areas.	On-going

AIM 7 – ENCOURAGE THE RESIDENTS OF GREAT AYCLIFFE TO BECOME INVOLVED IN LOCAL DEMOCRACY

No	Target	Comments
53	Hold an aims and target meeting each March to discuss progress on existing targets and new targets with the Customer Panel Group	Complete
54	Hold a budget setting consultation meeting with the Customer Panel	Complete Only 1 person in attendance
55	Review the Great Aycliffe Neighbourhood Plan in 2022	Ongoing
56	Hold a Parish Meeting	Complete
57	Hold an Allotment AGM	Complete
58	Hold 4 allotment representative meetings	Complete

59	Hold or take part in at least 2 events to inform residents about Town Council services	Not Complete Only 1 event attended, difficult to find out about other events in sufficient time to 'tag' along
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AIM 8 – TO RESEARCH INFORMATION AND MAKE THE CASE FOR GREAT AYCLIFFE

No	Target	Comments
60	Produce timely responses to all major consultations carried out	On-going