

STRATEGIC AIMS AND TARGETS FOR 2025/26

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

No	Target	Target Date	Officer
1	Publish a Town Council Service Delivery Plan by the end of June each year	June 2025	A. Donald
2	Publish an Annual Report Newsletter	June 2025	Management Team
3	Provide an annual training programme for the Town Clerk from his annual appraisal and CPD requirements	March 2025	D. Austin
4	Maintain a training programme for Members which shows recommended courses with a regular reminder sent and records of attendance and non-attendance kept	Annually	Management Team
5	Develop and provide an annual training programme for the staff within each service area, informed by the annual appraisal process	March 2025	All Managers
6	Undertake an annual review of the Council Constitution, Financial Regulations and ensure compliance with current legislation	Annually in May	Management Team
7	Ensure ongoing compliance with GDPR	Ongoing	All Managers
8	Ensure effective advertising of Council facilities and services via the electronic newsletter which will be produced at least quarterly	Ongoing	All Managers
9	Ensure that social media is regularly used to advertise the Council's services and facilities	Ongoing	All Managers
10	Undertake research where appropriate for new policies and procedures	Ongoing	A. Donald
11	Keep up to date with any changes in legislation and report to council as and when required	Ongoing	Management Team
12	Continue to monitor energy consumption, implement energy saving initiatives and reduce usage where possible	Ongoing	All Managers
13	Ensure all staff have an annual appraisal	Sept 2025	All Managers
14	To undertake quarterly review of staff sickness and report to service managers and provide an annual report to the Council on sickness statistics	Ongoing	All Managers
15	Monitor and enhance Cyber Security arrangements in conjunction with TSG	Ongoing	Management Team
16	Maintain a programme of new Member Induction Training to cover all service areas, roles, and responsibilities	Ongoing	Management Team

No	Target	Target Date	Officer
17	Continue to review and reduce the Council's use of single use plastic	Ongoing	Management Team/All Staff
18	Implement and maintain effective arrangements for recycling for all facilities in line with the new Simpler Recycling legislation	Ongoing	All Staff
19	Calculate the Council's carbon footprint annually and ensure the ongoing delivery of the Council's Carbon Reduction Plan, providing twice yearly updates to the Council	Ongoing	Management Team / Corporate Assistant
20	Complete the feasibility studies into the installation of solar panels on relevant Council buildings and the installation of EV charging points at the Oak Leaf Sports Complex	March 2026	Works and Environment Manager and Town Clerk
21	Continue the process of factoring in the possible additional capital costs of tackling climate change in the next update of the Medium-Term Financial Plan and Asset Management Plan	Ongoing	All Managers
22	Improve the modernisation of business and administrative processes, with more effective use of IT	Ongoing	Management Team
23	Implement appropriate measures across all Council services and events in relation to the requirements of the forthcoming Martyn's Law legislation, including the development of Emergency Action Plans for all service areas.	Ongoing	All Managers

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

No	Target	Target Date	Officer
24	Produce Annual Return by 30 th June each year	June 2025	T. Woodhead
25	Achieve an unqualified audit opinion of the Annual Return by 30 th September each year	Sept 2025	T. Woodhead
26	Ensure the Medium-Term Financial Plan is approved by 31st July each year	July 2025	T. Woodhead
27	Deliver the Internal Audit Plan Schedule of Work and report quarterly to Audit Sub Committee then to Council	March 2026	T. Woodhead / S. Ragg
28	Manage the financial impact of any cuts to LCTSS funding	Ongoing	T. Woodhead
29	Quarterly budget control reports are presented to Policy and Resources Committee	Ongoing	T. Woodhead
30	Ensure Budgets / Precepts are approved by 31 st January 2026	Jan 2026	T. Woodhead
31	Ensure all relevant information is published in compliance with the Transparency Code/ Openness of Local Government Regulations	Ongoing	Management Team / Corporate Assistant

32	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	Ongoing	D. Austin / T. Woodhead
33	Undertake an annual update of the Asset Register including the schedule of expected life and replacement costs for buildings, plant, and machinery.	Ongoing	T. Woodhead / D Austin
34	Consider the Council's Business Risks every March and minute that the full review has taken place by Council	Mar 25	A. Donald
35	Ensure that at least one Service Review is completed each year	Ongoing	Management Team

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

No	Target	Target Date	Officer
36	Deliver the Council's standard programme of community events: Fun in the Parks Senior Citizens' Excursions Firework Display Santa Letters Christmas Lights Santa Tours Remembrance Day	 Aug 2025 July 2025 Nov 2025 Dec 2025 Dec 2025 Dec 2025 Nov 2025	 J. Thexton J. Thexton J. Thexton J. Thexton S. Cooper J. Thexton S. Stretch
37	Develop and provide an improved and enhanced yearly programme of events, including the following events for 2025/26: 80 th Anniversary of VE Day Youth Music Event Licence and Support for Ayclife Music Festival Event ADBPS Vintage Vehicle Event	Ongoing May 2025 Sept 2025 June 2025 August 2025	 J. Thexton J. Thexton J. Thexton / D. Austin J. Thexton
38	Continue to diversify, improve, enhance, and increase the number of events and activities offered within the Sports Complex	Ongoing	A. Clark
39	Sports Complex to partner with outside bodies including Wellbeing for Life	Ongoing	A. Clark
40	Prioritise and implement works from the Long-Term Golf Complex Improvement and Investment Plan	March 2026	Management Team
41	Prioritise and implement any recommendations from the forthcoming re-rating of the golf course by Durham County Golf Union	March 2026	L. Williams / C. Lawson
42	Complete improvements to the standard of the golf course greens utilising the new top-dressing machine	Sept 2025	L. Williams
43	Focus resources and market the Sports Complex strategically in line with seasonal demand	March 2026	A. Clark

44	Investigate and bid for external funding made available to enhance the services provided at the Sports Complex (e.g. DCC – Warm Space, Sport England)	March 2026	A. Clark
45	Develop a marketing strategy for the Sports Complex and opportunities aimed at engaging with younger members of the community	March 2026	A. Clark
46	Investigate and introduce new sports at the Sports Complex which are growing within the UK	March 2026	A. Clark
47	Work with local colleges and universities to access work placements and internships relating to supporting the Sports Complex with improving its social media presence and marketing	March 2026	A. Clark
48	Increase Sports Complex junior memberships and participation through the new pricing implemented during the fees and charges review	March 2026	A. Clark
49	Advertise and introduce the new online booking system for the Sports and Golf Complex to current and potential new customers	Sept 2025	A. Clark
50	Develop usage of the Sports Complex entertainment system and advertising screens	March 2026	A. Clark

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

No	Target	Target Date	Officer
51	Ensure the continuous improvement of the service	Ongoing	J. Gale / A. Gamble
52	Ensure that all staff undertake all relevant training and that any new staff receive Special Educational Needs training	Ongoing	J. Gale / A. Gamble
53	Work with DCC Early Years Team to address SEN numbers and staffing	Ongoing	Management Team

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

No	Target	Target Date	Officer
54	Works and Environment Manager to arrange to work with local schools and community groups to develop volunteer opportunities by helping to deliver public countryside events when the opportunity arises	Ongoing	S. Cooper
55	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	Ongoing	S. Cooper
56	Secure external funding for the redevelopment of Simpasture Park, including improvements to the drainage of the football pitches	March 2026	S. Cooper
57	Complete the planned refurbishment of Aycliffe Village infant play area	Sept 2025	S. Cooper

58	Secure external funding for the replacement of the main play unit within the Town Park	June 2025	S. Cooper
59	Work with Northumbrian Water to improve silt clearance and maintenance in West Park lakes	Ongoing	S. Cooper
60	Complete at least five targeted Himalayan Balsam removing working parties along The Burn. Giant Hogweed and Japanese Knotweed to be dealt with as required	Annually	S. Cooper
61	Undertake maintenance and management of specific Durham County Council environmental areas as per the management agreement	Ongoing	S. Cooper
62	Proactively monitor Ash Dieback Disease and remove diseased trees as necessary	Ongoing	S. Cooper
63	Secure planning permission for the proposed woodland burial site at West Cemetery and commence the first phase of work on site (installation of fencing)	March 2026	L.Williams
64	Carry out programme of footpath inspections on Town Council owned land	Ongoing	S. Cooper
65	Complete the planned works for addressing the flooding issues at School Aycliffe Wetlands	Sept 2025	S. Cooper
66	Implement further improvements to the drainage at the two cemeteries	Ongoing	L.Williams

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

No	Target	Target Date	Officer
67	Continue partnership working with DCC and build on existing initiatives	Ongoing	S. Cooper
68	Work with DCC Officers, Tidy Britain, schools, community, and voluntary groups to hold a Town Pride Environment Week, incorporating an anti-litter campaign		S. Cooper/ A. Donald/ Town Pride Team
69	The Works and Environment Manager and Park Patrol Officers to work with DCC Officers and Police in regard to anti-social behaviour issues	Ongoing	S. Cooper
70	Work in partnership with residents and friends' groups to improve our parks, play areas and environment areas	Ongoing	S. Cooper/ Town Pride Team
71	Work with Newton Aycliffe Police Team to ensure the most efficient use of the Rapid Deployment CCTV Cameras in addressing anti-social behaviour concerns	Ongoing	D. Austin/ S. Cooper
72	Continue to liaise with and lobby the PCC to ensure a police station in Newton Aycliffe	Ongoing	D. Austin
73	Work with community sports teams to develop and improve services and facilities	Ongoing	A. Clark S. Cooper

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

No	Target	Target Date	Officer
74	Undertake a budget setting and aims and targets consultation using social media or other suitable platforms	Nov 2025	T. Woodhead / A. Donald
75	Continue to keep the Great Aycliffe Neighbourhood Plan under review as new government legislation is implemented	Ongoing	A. Donald
76	Hold a Parish Meeting	Annually in May	D. Austin / S. Stretch
77	Hold an Allotment AGM	Annually In Nov	L. Williams
78	Hold a minimum of four allotment representative meetings	Ongoing	L. Williams
79	Hold or take part in at least two events to inform residents about Town Council services with an aim to establish priorities	Annually	A. Donald
80	Make better use of social media to engage with resident and undertake consultations	Annually	All Managers
81	Continue to engage with community groups and organisations	Ongoing	A. Donald
82	Explore and implement different methods to engage effectively with young people in the parish	Ongoing	S. Cooper / A. Donald

AIM 8 – TO RESEARCH INFORMATION AND MAKE THE CASE FOR GREAT AYCLIFFE

No	Target	Target Date	Officer
83	Produce timely responses to all major consultations carried out	Ongoing	D. Austin / A. Donald