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Iain Phillips Chief Executive

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22<sup>nd</sup> May 2006

Dear Councillor,

I hereby give you Notice that a Meeting of the **COMMUNITY SERVICES COMMITTEE** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, CROOK** on **WEDNESDAY, 31<sup>st</sup> MAY 2006** at **6.00 P.M.**

#### AGENDA

1. Apologies for absence.
2. To consider the Minutes of the last Meeting of the Committee held on 22<sup>nd</sup> March 2006 as a true record. Copies previously circulated
3. To consider the Community Services Department Annual Report 2005/06. 1 - 76
4. To consider the progress in managing the risks of the Community Services Department. 77 - 82
5. To consider and agree proposals on the level of charge for fixed penalty notices issued under the Clean Neighbourhoods and Environment Act 2005. 83 - 90
6. To consider the implications of the County Council's decision to reduce the frequency of gully servicing throughout Wear Valley District. 91 - 92
7. To consider proposals relating to the Spectrum Charitable Trust. 93 - 95
8. To consider proposals to carry forward capital allocations from 2005/06 to 2006/07. 96 - 98
9. To consider staffing proposals in relation to the management of the WOW Legacy Project. \* 99 - 102
10. To consider such other items of business which, by reason of special circumstances so specified, the Chair of the meeting is of the opinion should be considered as a matter of urgency.

\* It is likely that item 10 will be taken in the closed part of the meeting in accordance with paragraphs 1, 2 & 3 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Yours faithfully



**Chief Executive**

Members of this Committee: Councillors Dobinson, Ferguson, Gale, Grogan, Harrison, Hayton, Mrs Jones\*, Kay, Kingston, Murphy\*, Nevins, Perkins, Mrs. Pinkney, J. Shuttleworth, Stonehouse, Strongman and Zair.

\*ex-officio, non-voting capacity.

Chair: Councillor Kingston

Deputy Chair: Councillor Nevins

TO: All other Members of the Council for information  
Management Team

**COMMUNITY SERVICES COMMITTEE**

**31ST MAY 2006**



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Report of the Strategic Director Community  
**ANNUAL REPORT 2005/06**

**purpose of the report**

1. To provide Members with a resume of the results of work undertaken in 2005/06 by the Community Services Department.

**background**

2. Members approved a programme of work for 2005/06, as set out in the Annual Service Plan 2005/06. That Service Plan addressed each service area of the department and set out the work it was intended to deliver during the year.
3. The Service Plan was constructed, as in previous years, using the following hierarchy of task setting:
  - Corporate priorities
  - Service aims
  - Key objectives
  - Priority actions
4. The attached review (Annex 1) is self explanatory and Members are able to judge progress against intentions on the basis of the reports set out for each area of activity. Broadly, it is reasonable to state that progress against the Service Plan intentions has been good with some outstanding progress and, of course, some areas of activity which require concentrated effort during the life of the next Service Plan.

**conclusion**

5. The Community Services Department has achieved the great majority of its declared targets for the year and did so within the overall budget of the department.

**RECOMMENDED**

that Members note the contents of the Annual Report of the Community Services Department 2005/06 and endorse it as a record of the work undertaken during the year.

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**Officer responsible for the report**

Michael Laing  
Strategic Director Community  
Ext. 281

**Author of the report**

Tom Carver  
Head of Public Protection  
Ext. 337

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## ANNUAL REPORT 2005/06

**OBJECTIVE 1: POPULATION**

Priority: P1

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Take over responsibilities re. licensing currently undertaken by local Magistrates and continue to implement existing functions.	Implement and review the licensing policy for the District.	Ongoing	Policy implemented. Full review due 2008.	Not applicable
	Work with the police and other agencies in ensuring that all premises, persons and vehicles are licensed and operating in accordance with licensing conditions.	Ongoing	Regular programmed Enforcement Liaison meetings and joint visits have been held.	Ongoing
	Work with all interested parties and responsible authorities in achieving common policies and enforcement including possible joint working.	Ongoing	Regular attendance at Licensing Liaison and Enforcement meetings. Development of joint enforcement protocol has taken place.	Ongoing

**OBJECTIVE 1: POPULATION**

Priority: P2

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Develop and implement proposals directed at complying with the requirements of DDA	To review actions undertaken and make appropriate adjustments to action plan in line with revenue budget and any approved capital and growth bids.	May 2005	A number of 2nd stage improvements have been made to outdoor facilities including bowling green and pavilions over the year 2005/06	Further actions will be implemented as part of the Council's Facilities Manager plan and linked to the BVPIs on percentage of facilities compliant with DDA.
	To develop relationships with appropriate disability organisations and/or develop a sporting disabled people's forum.	December 2005	An Inclusive Activator has been employed with funding from the Inclusive Fitness Initiative for one year from March 2006. An audit of current leisure provision has been undertaken. The Activator has also made links with a number of disabled groups.	It is likely that a Sporting Disabled People's Forum will be set up by July 2006.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Support ongoing work to sustain accessibility of arts development opportunities.	Ongoing	Work has been ongoing in particular through "Good for the Soul" which has worked with a number of disabled people's groups. Arts development programme worked with Helping Special Friends, through Durham County Care and the Good for the Soul project to develop accessible provision.	This work will be ongoing over 2006/07



**OBJECTIVE 1: POPULATION**

Priority: P3

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Provide a programme of arts development-based activities for target groups in the District.	Work with local partners in order to provide a programme of arts activity and ensure said programme compliments the physical activity and health programmes.	Ongoing	Programme of arts development and youth arts provision (Vocoder Vision) were supported.	Ongoing
	Provide support to local arts programmes	Ongoing	A small programme of arts development grants was distributed to support local activity.	Ongoing
	Contribute to strategic cultural development in the District.	Ongoing	WVDC advised on key issues and priorities for culture within the Wear Valley Community Plan.	Ongoing
	Encourage community touring throughout the District.	Ongoing	Subscribed to the Highlights and Elements touring schemes in 2005/06, supporting performances across Wear Valley District.	Ongoing

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
	Provide an arts advice service and support for local artists.	Ongoing	Meetings were held with local arts organisations and advice given on project development and funding.	Ongoing
	Assist and support wherever possible, local cultural businesses.	Ongoing	Regular meetings held with Jack Drum Arts Ltd., and self-employed artists.	Ongoing
	Seek to support regeneration initiatives through the inclusion of arts-based or creative activities	Ongoing	Regeneration funding was utilised to support Vocoder Vision programme.	Ongoing
	Support strategic joint working with other officers and agencies to address shared priorities.	Ongoing	WVDC chaired the County Durham Strategic Arts Officer Group in 2005/06 and managed the County Durham New Ensemble programme budget.	Ongoing

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Seek to develop cultural access and inclusion and to address gaps in provision for the young, disabled people and older people.	Ongoing	Arts development supported work with young children, disabled children and older people and their families (through Crook Samba Carnival and working with Crook Parents and Carers/ Helping Special Friends).	Ongoing
	Encourage and support multi-cultural provision.	Ongoing	Multi-cultural performance was offered through Elements and Highlights rural touring schemes. Multi-cultural musical activities were programmed as part of Fusion Factory Youth Music project and with local schools.	Ongoing

**OBJECTIVE 1: POPULATION**

Priority: P4

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Develop proposals directed at the better utilisation of community halls, centres and leisure facilities.	Implement proposals following programme review of Woodhouse Close and Glenholme Leisure Complexes.	April 2005	Market Towns Initiative has engaged a consultant to progress redevelopment of Stanhope Town Hall.	Review of leisure facilities programmes to be undertaken 2006/07.
	Implement regenerated marketing campaign following review of marketing activity and include within business plans for leisure complexes.	April 2005	Marketing plan has been part of the facility's business plan. Work has started to review the branding of facilities with newly proposed designs and an updated photo suite for brochures and leaflets.	These will be designed in the first quarter of 2006/07, to be launched in September 2006.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	<p>Ensure that sports and arts development and community deliverers of the Council and its external partners contribute to the programme of use.</p>	<p>Ongoing</p>	<p>Programme time utilised for sports development. CPACs and Positive Futures especially at Spectrum. Sports Club Development Officer worked to assist in setting up 25 new clubs. Leisure facilities utilised as a venue to promote arts based activities, e.g., selling of Proms in the Park tickets. Highlights and Elements rural touring schemes have utilised community venues for performances. Vocoder Vision and Good for the Soul programmes have utilised community venues to host participatory activities.</p>	<p>Ongoing</p>

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Develop non-user group(s) and or consultation and make links to youth forum and Council.	July 2005	Work has commenced in linking in young people in line with the Play Strategy. It will also take into account all provision for young people. Work started in the last quarter of 2005/06 and will be rolled forward into 2006/07.	Consultations to take place by October 2006.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Develop with colleagues a programme of outreach, to help contribute to the Council's aim and to build the customer base.	September 2005	Leisure facilities have been promoted within the CPAC and Positive Futures programme. The funding stream Buzzin' cards for Investors in Children ended in November 2005. This is likely to impact on facility usage. There has been no opportunity to meet with DCC's Investors in Children as money was funded from SRB.	Ongoing

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Ensure community sport and arts delivery is appropriately planned and delivered to enable better community cohesion formally and informally through a growing club and voluntary sector.	March 2006	Work has continued with partners and clubs to increase capacity and to increase volunteer numbers. To March 2006, 56 volunteers registered. Links to 2D Volunteer Centre and coach education programmes have supported volunteers.	Ongoing



**OBJECTIVE 2: ECONOMY**

Priority: EC1

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Develop joint initiatives with regional and national media partners where possible in order to promote the District and its attractions.	Maintain and further develop relationships with local and national media partners including Tyne Tees Television and the Northern Echo, particularly with regard to the special events programme in order to project positive images of the district	Ongoing	Major amount of coverage has been achieved not only for the events programme but also for activities and project for Wear Valley over the year. These include news items on Look North and TTTV for Wellness on Wheels including the launch at the Sage in Gateshead in April 2005 and further articles on the ongoing successes of WOW. Events programme and WOW have also been promoted in the Northern Echo as part of the Chance to Live Campaign. Further, the Great North Walk was covered by a ½ hour TTTV programme broadcast on 17.7.05.	Continue to maintain relationships with the media over 2006/07.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
			Local media partners provided positive coverage and support for events including the Great North Walk, Auckland Castle 10k Road Race, covered in national magazines. Events such as Proms in the Park 2005 were featured in ONE's regional tourism magazine.	
	Produce a marketing plan which raises the profile of the community arts and sports work and provides a positive image of young people volunteering to deliver health and fitness opportunities.	Summer 2005	This has not been completed due to resource shortages in the department over the year. No specific marketing plan was developed to promote the arts and sports development functions. Marketing focused on specific events and initiatives.	This will be reprofiled to 2006.

**OBJECTIVE 2: ECONOMY**

Priority: EC2

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Contribute to tourism and visitor attraction initiatives through a programme of special events with media partners.	Maintain and further improve the current programme of special events - Weardale Triathlon, Great North Walk, Auckland Castle 10k, Fireworks Spectacular.	Events timetable	A number of flagship events took place over 2005/06 including the Weardale Triathlon on 5th June which was fully subscribed, the Great North Walk on 10th July which had over 3,500 entries and coverage on national and regional media including ½ hour TTTV programme on 17th July, the Auckland Castle 10k Road Race on 21st August with over 900 competitors including an international field and the fireworks spectacular which took place on 3rd November attended by 5,000 – 8,000.	To continue the special events programme over 2006/07.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	In respect of special events, ensure that all issues regarding efficient organisation and safety aspects are seen as a priority.	Events timetable	All events were planned and passed through the Safety Advisory Group and had the support of the emergency services.	Ongoing
	Seek to maximise external support financially and logistically for the programme of special events.	Events timetable	Sponsorship has been secured from New Balance for the 10k road race and contributions towards the Triathlon. The Durham Dales PCT contributed to the special events programme this year as did Northumbrian Water and payment in kind from the Northern Echo under the Chance to Life Campaign through coverage in the publication.	Ongoing

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Continue to develop evidence of the impact of events and activity on business and community, both qualitative and financially based.	Events timetable	Apart from the anecdotal evidence that thousands of people have been brought into Wear Valley take part and spectate, we have been unable to obtain any qualitative and financial evidence.	Ongoing
	Continue to work with colleagues in the Council on the development of the "Proms in the Park".	Ongoing	Proms in the Park took place on 17th July 2005 and was sold out with almost 1,000 people in attendance. Significant improvements in marketing and attendance of 2005 concert. Management Support Unit assisted with marketing.	2006 Proms in the Park – 25th July

**OBJECTIVE 2: ECONOMY**

Priority: EC3

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Secure the future of the existing leisure facilities and continue to look at options for future provision.	Ensure the smooth transition of Spectrum Leisure Complex from District Council ownership and management to community ownership and management.	April 2005	Technical/legal issues have arisen over the year with the Charities Commission and the Coal Industry Social Welfare Organisation (CISWO). The transfer date has been put back a number of times and it is now anticipated to take place within 2006. Target date July 2006.	To complete transfer Summer 2006
	Develop the programme of activities available at leisure facilities to ensure continued community support.	April 2005	Little progress has been made due to resource issues. The timescales were put back initially to the year end of 2005/06.	Undertaken in 2006/07.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	If capital bid successful for refurbishment money, ensure refurbishments are carried out for Woodhouse Close & Glenholme Leisure Complexes.	March 2006	Capital bid successful. Pool filters at WCLC refurbished. A number of significant health and safety items paid for from capital including pool plant room lift, carpets and poolside tiling at GLC. Lockers at GLC were refurbished with new locks.	Request being made to carry capital forward to 2006/07 for outstanding items.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Agree the Council's strategic approach to the provision of leisure centres.	June 2005	In agreeing Council's strategic approach, work to transfer Spectrum is ongoing as above. Review of Sport and Recreation Strategy has not yet taken place and will need to be done in 2006. There are ongoing discussions with St. John's School and Bishop Auckland College in respect of development of joint provision for a new leisure facility in Bishop Auckland. This work has continued throughout the year and will continue throughout 2006.	Produce a replacement to 2000 – 2005 Sport and Recreation Strategy. Continue to work with partners on replacement of fixed leisure provision.



**OBJECTIVE 2: ECONOMY**

Priority: EC4

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Further develop/improve car park arrangements as contribution to stimulating shopping and tourism visits to the District.	Ensure staffing, legal requirements and infrastructure in place to enforce pay and display regulations.	Ongoing	Additional member of staff appointed. Discussions with finance staff, i.e., enforcement of non payment.	Review billing system for excess charges.
	Consider, with others, additional opportunities to increase pay and display car parks in Bishop Auckland and Crook.	Ongoing	Council has approved extension of pay and display to Crook car parks.	Implement Parking Order in Crook.
	Work towards obtaining "secured car park" status for selected car parks through a programme of improvements.	Ongoing	Car parks continue to be improved. Lighting provided to three additional car parks and major refurbishment to two.	Ongoing

**OBJECTIVE 2: ECONOMY**

Priority: EC5

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Further develop quality and viability of street markets within the District.	Carry out consultation exercise on the future size, location, make up and frequency of all markets.	Ongoing	Due to other priorities a full consultation has not been undertaken.	Rescheduled to 2006/07. Appointment of Car Park Officer allows Market Manager time to progress.
	Work with other agencies to ensure best use of markets in regeneration initiatives, e.g., Upper Weardale, market towns.	Ongoing	Management of Farmers Market taken in house. Modern stalls purchased with funding from Market Towns Initiative.	Ongoing
	Develop whole District as a consent area for street trading.	March 2006	Staff resources devoted to implementing and enforcing Licensing Act and car parking enforcement so not undertaken	Included in 2006/07 Service Plan. Additional car park staff appointed.

**OBJECTIVE 2: ECONOMY**

Priority: EC6

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Continue to support/develop Bishop Auckland Town Hall as a key contributor to the promotion of Bishop Auckland/ Wear Valley.	Continue to serve on the Bishop Auckland Town Hall Joint Officer Working Group.	Ongoing	Meetings regularly attended by Acting Director/Cultural Services Manager	Attend Bishop Auckland Town Hall Joint Officer Working Group meetings in 2006/07
	Continue to be represented on Bishop Auckland Town Hall Member Officer Management Group.	Ongoing	Meetings attended by Acting Director/Cultural Services Manager	Cultural Services Manager to attend Bishop Auckland Town Hall Member Officer Management Group.
	Adopt a pro-active role in working with Bishop Auckland Town Hall Management Team around programming issues.	Ongoing	Youth Music Showcase and Proms in the Park concert promoted with support from Bishop Auckland Town Hall.	Continue dialogue with Bishop Auckland Town Hall programmers.

**OBJECTIVE 3: HEALTH**

Priority: H1

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Deliver public protection arrangements in respect of food, noise, air quality, health and safety, animal welfare, caravan sites and pests in accordance with government guidance and best practice.	Continue to provide information to developers to minimise noise emissions and carry out effective promotion and enforcement of noise legislation and control methodologies.	Ongoing	Advice given to developers through consultation during the planning process. Application of suitable and appropriate level of enforcement in accordance with enforcement strategy and policy on noise.	Ongoing
	Continue to monitor, assess and review air quality within the District and carry out any improvements which are identified.	Ongoing	Undertake detailed assessment of air pollutants and update + screening assessment of local air quality.	Carry out further detailed assessments and produce progress reports.
	Advise developers on minimising air pollution and taking effective enforcement action where necessary.	Ongoing	Advice given to developers through consultation during the planning process.	Ongoing
	Provide a quality service for the detection and eradication of public health pests.	Ongoing	Dealt with over 1,500 individual requests for service last financial year.	Ongoing

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Continue to work with the National Canine Defence League to micro-chip dogs for identification purposes.	Ongoing	We assisted the NCDL in a week-long targeted procedure of chipping and neutering in January 2006.	Ongoing
	Continue to work with Durham District Food Liaison Group to implement common education and enforcement on food safety issues in accordance with Food Standards Agency guidance.	Ongoing	Attend regular meetings at Sedgefield. Ensures a constant approach to education and enforcement of food safety.	Ongoing
	Advise food businesses on the safe handling and production of food for human consumption in accordance with the Food Safety Act.	Ongoing	Implement "Safer Food Better Business". Held 3 training workshops for 98 small caterers.	Ongoing
	Continue to enforce standards with food premises through programmed inspections and effective enforcement action where necessary.	Ongoing	Senior EHO post now filled. Programmes inspections back on target. 422 premises inspected – programmed + new premises.	Ongoing
	Continue to monitor by formal sampling the bacteriological quality of foods in the District.	Ongoing	215 formal food and environmental samples taken from food premises	Ongoing

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
	Investigate complaints from members of the public and employers regarding food and food premises.	Ongoing	Undertook 30 detailed investigations of food complaints.	Ongoing
	Continue to work with Durham District Health and Safety Liaison Group to implement common education and enforcement on health and safety issues.	Ongoing	Attended regular meetings of the DDHSLG. Signed up to joint partnership agreement between HSE and Durham District.	Ongoing
	Advise commercial operations of duty to comply with the requirements of the Health and Safety at Work Act	Ongoing	Gave appropriate advice to enquiries and during programmed inspections.	Ongoing
	Continue to monitor compliance of health and safety legislation through programmed inspections.	Ongoing	242 programmed inspections carried out.	Ongoing
	Investigate accidents and dangerous occurrences.	Ongoing	46 reported accidents carried out.	Ongoing
	Continue to licence pet shops, animal boarding, dog breeding and horse riding establishments and investigate complaints relating to animal welfare issues.	Ongoing	Licences issued as appropriate	Ongoing
	Issue licenses for holiday and touring caravan sites and itinerant scrap metal dealers	Ongoing	Licences issued as appropriate	Ongoing

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Sample private water supplies service both private and commercial premises.	Ongoing	Carried out regular sampling of commercial premises. Domestic premises sampled on request.	Ongoing

**OBJECTIVE 3: HEALTH**

Priority: H2

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Help prevent the spread of communicable diseases within the community.	Continue to work with the Health Protection Agency and the other county districts in preventing and investigating communicable diseases.	Ongoing	Regular meetings attended with HPA and other local authorities.	Ongoing
	Provide advice and information to food businesses and the public in causes and prevention of communicable disease.	Ongoing	Investigated 248 cases of infectious disease.	Ongoing



**OBJECTIVE 3: HEALTH**

**Priority: H3**

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Continue and expand, with health partners, Cardiac Rehabilitation, Exercise Referral and Walking the Way to Health programmes.	Secure continuation of external funding from health partners in order to at least maintain current levels of programmed activities.	Ongoing 2004/05	Funding for 2005/06 sustained the level of programmed activities and allowed a new programme (weight management programme) to be piloted.	Currently seeking additional external funding from GPs (medical practices) to maintain current levels of service delivery.
	Achieve at least seven 6 week cardiac rehabilitation III courses per annum and maintain current levels of "roll on, roll off" 12 week exercise referral programme.	Ongoing 2004/05	Seven, 6-week Cardiac Rehabilitation courses and six, 6-week Angina Pain Management courses were delivered.	Currently negotiating funding from Nursing Directorate to maintain the Angina Pain Management Programme for end of 2006 and into 2007.
	Deliver, in collaboration with external partners, Great North Walk 2005 and seek external funding sources to replace previous funding for the walking programme.	July 2005	Successful delivery of GNW 2005. 3,500 participants attended. Funding secured until March 2008 to ensure continuation of "Wear Walking for Health Programme" (Sport England and Durham Dales PCT).	Develop KPIs and monitoring arrangements with existing and new partners.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Successfully commission delivery of the "Active England" funded Wellness on Wheels facility and commence delivery in the District.	Delivery March 2005 programme delivery ongoing 2005/06, 2006/07, 2007/08	Successful delivery of WOW! project. Over 2,000 assigned members.	To investigate additional/further funding to continue the project beyond w008

**OBJECTIVE 3: HEALTH**

**Priority: H4**

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
<p>Deliver Wear Valley District Council contributions to the Durham Dales Healthy Living Centre initiative.</p>	<p>Ensure completion of all monitoring and evaluation returns by the Big Lottery external funding regime.</p>	<p>4 quarterly returns + 1 annual return</p>	<p>Quarterly and annual returns for Good for the Soul completed.</p> <p>Monitoring and year 2 evaluation completed end of June 2005. Levels of delivery expanded with one new initiative introduced and a further new initiative (Community Stroke Rehabilitation Programme) at an advanced planning stage during the period July 2005 to present.</p>	<p>Complete Action Plan for Year 4 by May 2006. Complete quarterly and final return for Good for the Soul Year 4 by April 2007.</p> <p>Healthy Living Centre funding ends November 2006. Alternative external funding is currently being sought. Maintaining current levels of delivery and the future of initiatives at the planning stage will be dependent upon replacement funding.</p>
	<p>Liaise with Durham Dales PCT re. the preparation of monitoring returns.</p>		<p>Several meetings have been held at monitoring returns submitted as above.</p>	<p>Ongoing</p>

**OBJECTIVE 3: HEALTH**

Priority: H5

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Deliver healthy living elements of the SRB 5 programme.	Ensure programmes are delivered and that all monitoring returns and evaluations are completed on time and to satisfactory standards as required by SRB Co-ordinator in Regeneration Department.	As required for each project.	The SRB programmes ended in March 2005 and were reported in last year's end of year review.  Funding ceased March 2005. Of the healthy living elements the exercise referral and cardiac rehabilitation are sustained to present. Two community classes were sustained to November 2005 and March 2006 ending due to lack of funds and poor attendance.	Not applicable

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Projects to be delivered are: 1. Community Physical Activity Co-ordinators 2. Walking the Way to Health 3. Iridescent Adolescents  4. Partnership with Education in the Community (DCC)	March 2006	The SRB programmes ended in March 2005 and were reported in last year's end of year review. Iridescent Adolescents project concluded 31st May 2005. North Pennines Leader+ and SRB5 monitoring forms completed. NRF funding was utilised to sustain Youth Arts in Crook and Weardale in 2005/06, beyond Iridescent Adolescents project.	Not applicable

**OBJECTIVE 3: HEALTH**

Priority: H6

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
With the Durham Dales PCT and the Northern Echo, further develop the "Chance to Live" initiative in order to promote health improvement messages/ concepts.	Continue to work with the Durham Dales PCT, Northumbrian Water and the Northern Echo on enhancing and improving the "Chance to Live" initiative introducing additional activities during 2005/06.	Ongoing	The Chance to Live Campaign has received extensive press coverage in the Northern Echo and demonstrated a joined up approach with Durham Dales PCT, Northumbrian Water and the Northern Echo on Wear Valley's special events and Wellness on Wheels programme over the year.	Continue to work with partners.
	Secure funding support from Durham Dales PCT, Northumbrian Water and the Northern Echo.	May 2005	Continue funding for 2005/06 from Durham Dales PCT, Northumbrian Water and the Northern Echo.	No funding available from PCT for 2006/07. Look at alternative sponsorship funding for events.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	<p>Ensure the "Chance to Live" initiative is underpinned by sports development in addition to the health improvement objectives.</p>	<p>Ongoing</p>	<p>We have continued to provide opportunities for young people in their communities to participate in healthy activities such as CPACs and Positive Futures and recently with the provision of WOW which has been immensely successful working on school sites, attracting young people within and outside of curriculum time. We have been successful in developing a number of new clubs and increasing the capacity of existing clubs to provide more opportunities. The Walking for Health initiative has been expanding by increasing the number of walking groups, e.g., 2 new walking groups have commenced in Weardale following the programmes of WOW.</p>	<p>Ongoing</p>

**OBJECTIVE 3: HEALTH**

Priority: H7

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Provide proven arts-based activity for people suffering from or at risk of mild to moderate mental ill health and/or isolation.	Progress the Year 2 Good for the Soul action plan and confirm Year 3 outputs in conjunction with the Durham Dales NHS Primary Care Trust CHOICE programme. Undertake necessary monitoring and evaluation and progress the projects referral programme and small grants programme.	Year 2 of project ends 30.6.05, Year 3 or project begins 1.7.05 and continues beyond 31.3.04	Year 2 action plan progressed and monitoring forms completed. Year 3 action plan agreed with PCT and monitoring forms completed. External evaluation ongoing.	Complete Year 4 action plan – May 2006 Complete Year 3 Quarter 4 monitoring form – July 2006



**OBJECTIVE 3: HEALTH**

Priority: H8

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Contribute to a partnership approach to the development of programmes which increase access to healthy food in areas which it is not easily available.	Review current proposals with the PCT in order to clarify the role of Wear Valley District Council.	September 2005	PCT structures being reviewed by government. A new Durham County PCT to be established.	Ongoing until PCT role is established.
	Continue to work with the Durham Dales PCT Food Strategy Group.	Ongoing	Attended regular meetings.	Ongoing
	Ensure tasks identified in the Council Plan (reference 5(e)- increase access to healthy food) are delivered.	Ongoing	Regular meetings of Food Strategy Group have identified areas for action.	Ongoing
	Develop a campaign to promote tooth brushes and toothpaste to all local children under 5	Ongoing	3 year programme agreed with PCT funded by Council.	Ongoing

**OBJECTIVE 4: COMMUNITY SAFETY**

Priority: CS1

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
<p>Continue to deliver, review, plan and prioritise the work of the Community Physical Activity Co-ordinators, Positive Futures programme and the Sport Club Development activities (re. SAZ related programmes).</p>	<p>Ensure delivery of the Positive Futures programme in association with the Police.</p>	<p>Ongoing</p>	<p>Positive Futures has been delivered throughout the year although in December 2005 notification was received that the Police were no longer going to second an officer to the post of Project Manager. We have been working with Positive Futures at DCC level to come up with new arrangements for 2006/07. CPAC programme has continued over 2005/06 and funding has now been secured to March 2008. The programme is updated on a quarterly basis to suit the demands of young people and taking into account seasonal variations. Following a £45,000 successful growth bid to supplement the money from Sport England through the SAZ Business Plan for CPACs we are able to mainstream elements of the programme.</p>	<p>To look at further mainstreaming in the medium and long term of the CPAC programme through the budgetary process.</p>

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
	Continue to develop the Community Physical Activity Co-ordinators programme.	May 2005	A new approach to this work has been included within the SAZ Business Plan.	Ongoing
	To look at main streaming appropriate posts where external funding is coming to an end or find additional funding.	Budget process	Ongoing.	Ongoing
	In view of potential reduction in externally funded posts providing activity in the community, develop a new programme and approach to this delivery.	September 2005	Ongoing	Ongoing
	Put in place an alternative strategy for the Sport Action Zone Manager.	June 2005	Sport Action Zone Manager now working part time until March 2008.	Ongoing

**OBJECTIVE 4: COMMUNITY SAFETY**

Priority: CS2

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Contribution to development and implementation of Wear Valley Youth Forum.	Ensure attendance at all meetings of the working group of the Wear Valley Youth Forum.	Ongoing	A Youth Forum was not developed in 2005/06 and a working group to progress the Forum idea has not been established.	A corporate youth strategy for WVDC needs to identify whether development of a Youth Forum and Council is a strategic priority and to identify resource implications.
	Work with Council colleagues and relevant outside organisations to ensure joint working is set up wherever possible.	Ongoing	Joint working has been progressed through networking. Regular meetings of Wear Valley and Teesdale Children and Young People's Planning Group and COSIP group have encouraged inter-agency dialogue.	A corporate youth strategy should determine opportunities and resources for joint working.

**OBJECTIVE 4: COMMUNITY SAFETY**

Priority: CS3

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Work with partners to expand availability of diversionary activities through the creation of three "sporting hubs" in Wolsingham, Willington and Bishop Auckland as part of a county-wide initiative.	Continue to work with the Sport Action Zone Manager to develop the principle of three "sporting hubs" including the appointment of chairs to each hub. Ensure this fits into the broader plans for sports development, inclusion and health.	June 2005	Work has continued on the creation of sporting hubs although progress is being delayed due to late building of NOF sports halls. Setting up of steering groups has started in the last ¼ of 2005/06 and will continue within 2006/07.	Ongoing
	If funding is provided through the budget process, work with Wolsingham School on setting up and managing the new sports hall.	September 2005	WVDC and the Sport Action Zone Manager have been working with Wolsingham School and Bishop Barrington on the management arrangements for the new sports halls. Appointment of a Manager jointly responsible for the 2 sports halls was made in December 2005.	Ongoing

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Continue to work with Parkside School and Durham County Council colleagues in respect of the school's bid for sports college status.	Ongoing	Parkside School went along with the bid for sports college status and this was turned down during the year.	Ongoing
	Continue to pursue efforts in Bishop Auckland in respect of BA College, St. John's School, Bishop Barrington School and our own facilities in respect of facility development in connection with the sporting hub concept.	Ongoing	Work has continued over the year with Bishop Auckland College, St. John's School and Bishop Barrington with the facility development in Bishop Auckland.	Work ongoing.

**OBJECTIVE 4: COMMUNITY SAFETY**

Priority: CS4

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
Develop out of school hours creative provision for young people across the District through partnership work with Bishop Auckland College and other agencies..	Manage Youth Music Resounding Technology and Fusion Factory projects and support Glenholme Youth and Community Centre project.	October 2005	Wear Valley District based Youth Music projects concluded in 2005/06. A showcase event was held in October 2005 to mark the projects. Efforts are being made to identify funding for the Glenholme Youth and Community Centre music project.	WVDC will continue to liaise with Youth Music, Co Musica (The Sage, Gateshead) and partner agencies regarding out of school hours youth music provision.
	Attend COSIP meetings. Develop opportunities through PAYP, Children's Fund and Positive Futures. Work with CPACs where appropriate.	31.3.06	Activities for children and young people have been supported through Wear Valley and Teesdale COSIP. Provision included a multi-cultural music programme and sports programmes. CPACs and Youth Arts Co-ordinators worked with COSIP and Positive Futures where appropriate.	Incorporate Wear Valley and Teesdale Positive Futures provision within CPAC programme.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Work through LSP Education Sub-Group and consider opportunities to support secondary school bids for Arts College status.	31.3.06	WVDC supported King James 1 School in their successful application for Arts College status in 2005/06.	WVDC is not aware of any further applications for Arts College status from Wear Valley District based secondary schools.



**OBJECTIVE 4: COMMUNITY SAFETY**

Priority: CS5

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Develop corporate approach to enforcement.	Develop corporate enforcement policy in accordance with enforcement concordat.	September 2005	Due to other priorities and Council restructure this was not completed and rescheduled to 2006/07.	Liaise with other departments to develop policy 2006/07.

**OBJECTIVE 5: ENVIRONMENT**

Priority: E1

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Ensure streets are kept clear of abandoned vehicles, litter, fly tipping and dog fouling.	To continue to work with DVLA, police and other agencies on removing abandoned vehicles.	Ongoing	Working with DVLA, police and other agencies the Council has removed a number of vehicles from the District's streets.	Ongoing
	To continue to work in partnership with the Environment Agency, County Council and other District Councils to employ the County Durham Fly Tipping Officer.	Ongoing	The District has committed itself to part funding the County Durham Fly Tipping Officer for another year.	Ongoing
	Produce an enforcement plan relating to the issue of fixed penalty notices for litter and dog fouling.	September 2006	Enforcement plan still to be drafted. Clean Neighbourhoods and Environment Act 2005 has introduced additional categories to be included in policy.	Policy to be developed 2006/07

**OBJECTIVE 5: ENVIRONMENT**

Priority: E2

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
Implement proposals for improvements to cemeteries.	Further investigate the creation of a memorial garden at Bishop Auckland cemetery.	September 2006	Investigation still being undertaken.	Report during 2006/07
	Investigate area and layout of memorial garden at Crook and develop plans and sponsorship.	March 2006	Investigation still being undertaken.	Ongoing
	Undertake recommendations highlighted in the Cemeteries Action Plan.	March 2006	Unable to undertake all recommendations highlighted in the Cemeteries Action Plan due to unsuccessful growth bid. Many recommendations, however, have been acted upon.	Ongoing
	Produce a management plan for each cemetery.	September 2005	Unable to produce a management plan for each cemetery due to unsuccessful growth bid.	Investigate ways of producing plans

**OBJECTIVE 5: ENVIRONMENT**

Priority: E3

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
Further develop and improve partnerships re. grounds maintenance service in order to improve service standard.	Continue to develop the partnership with Sones Environmental Ltd., ensuring that further improvements are carried out within the District.	Ongoing	Further development undertaken with Sones Landscaping Ltd., to improve the services within the District. Also Grounds Maintenance Working Group set up to determine preferred option for provision of the service come April 2007.	Grounds Maintenance Working Group to determine preferred option for service for year 2007/08 onwards.
	To work closely with Groundwork West Durham as part of the grounds maintenance partnership through the intermediate labour market to deliver improvements throughout the District.	Ongoing	The Independent Labour Market no longer delivers services as previously due to lack of funding. WVDC now undertakes grass cutting, etc., previously undertaken by the ILM.	Ongoing

**OBJECTIVE 5: ENVIRONMENT**

Priority: E4

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
To modernise the refuse collection service taking into account the community's aspirations and statutory requirements.	Continue to implement the Waste Management Strategy.	Ongoing	Waste Management Strategy still being adhered to.	Ongoing
	Complete implementation of wheeled bins refuse collection service.	September 2005	Wheeled bin refuse collection service successfully implemented.	Not applicable
	Introduce a green waste collection service to appropriate properties within the District.	April 2005	Trial green waste collection service successfully implemented.	Not applicable
	To find a suitable location for a new depot.	Ongoing	Discussions regarding suitable location for new depot still ongoing.	Ongoing
	Investigate the possibility of introducing a limited trade waste collection service following implementation of wheeled bins.	September 2005	There is no capacity in the current refuse fleet to undertake a trade waste collection service. This is to be reviewed annually.	Review 2006/07

**OBJECTIVE 5: ENVIRONMENT**

Priority: E5

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Develop educational programmes re. recycling and waste minimisation.	To work with other organisations and GBRs partners on developing and implementing educational programmes for recycling and waste minimisation.	March 2006	WRAP funding for the Roaming Recycler project ceased March 2006. Following procurement of liveability funding a new officer entitled Environmental Projects Officer is to take on board educational programmes regarding recycling, waste minimisation and other environmental issues.	Not applicable
	To put in place a Council work plan to develop recycling/waste minimisation internally amongst staff.	March 2006	Plan still to be developed.	Ongoing

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	To promote business recycling and waste minimisation via national campaigns and the use of local reprocessors.	March 2006	WVDC promoting waste minimisation via various campaigns and use of local media outlets. Many of the campaigns are linked with national campaigns.	Ongoing
	To implement waste minimisation education initiatives in conjunction with Durham County Council.	March 2006	WVDC working in conjunction with DCC promoting all environmental education initiatives.	Ongoing

**OBJECTIVE 5: ENVIRONMENT**

Priority: E6

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Further develop, with partners, proposals to reduce/prevent flooding in the District.	To work with the Environment Agency on flood defence schemes.	Ongoing	WVDC regularly liaise with the Environment Agency on flood defence issues.	Ongoing
	To ensure that the watercourses that are the responsibility of the District Council are kept clear to ensure the free flow of water.	Ongoing	The street cleansing service undertakes clearance of all watercourses as part of the scheduled street cleansing service.	Ongoing



**OBJECTIVE 5: ENVIRONMENT**

Priority: E7

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
Implement "pride campaigns" re. litter, dog fouling and fly tipping.	To work closely with Groundwork West Durham on implementing the Pride Campaign.	March 2006	The pride campaign ceased as of March 2006.	Not applicable
	To provide additional litter and dog fouling bins throughout the District.	March 2006	Additional litter and dog bins have been purchased and are being distributed throughout the District.	Ongoing
	To work with the Town Centre Manager on litter awareness and campaigns for Bishop Auckland Town Centre.	March 2006	Regular liaison with the Town Centre Manager is undertaken regarding litter awareness campaigns, etc., for Bishop Auckland Town Centre. This included the recently undertaken washing of the footpaths within the town centre to remove chewing gum, etc.	Ongoing
	To work with Enforcement Officers in targeting problem areas with enhanced enforcement initiatives.	March 2006	Pride Officer no longer available to work with Enforcement Officers.	Not applicable

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	To work closely with local schools in promoting anti-littering issues.	March 2006	Environmental Projects Officer to undertake work previously done by the Pride Campaign Officer with regard to anti-littering issues, etc., in schools.	Ongoing

**OBJECTIVE 5: ENVIRONMENT**

Priority: E8

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Integration/rationalisation of street cleansing, refuse collection and grounds maintenance services.	Move towards a cleansing service operation as opposed to street cleansing and refuse collection.	December 2005	Work towards integrating the refuse cleansing/street cleansing/grounds maintenance service ongoing.	Ongoing
	To operate street cleansing and refuse collection under one supervision regime.	December 2005	It is envisaged that a single supervision regime for street cleansing and refuse collection would be undertaken in 2006/07.	Ongoing
	To ensure all schedules are co-ordinated.	April 2005	All schedules are now co-ordinated.	Not applicable
	To introduce new vehicles for street cleansing as funding becomes available.	2005	Work ongoing with regard to fleet replacement for cleansing vehicles following successful growth bid.	Vehicles to be purchased

**OBJECTIVE 5: ENVIRONMENT**

Priority: E9

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
Continue to work with internal and external partners on environmental improvement schemes.	To continue to be involved in working groups on the development of Bishop Auckland and Crook town centres.	Ongoing	WVDC liaise regularly with other parties regarding the development of Bishop Auckland and Crook town centres.	Ongoing
	To provide a strategy for future toilet provision throughout the District.	March 2006	WVDC recently undertook the refurbishment/ replacement of all public conveniences throughout the District. Strategy for future toilet provision to be drafted.	Provide strategy for future toilet provision throughout the District.
	To continue to work with partners on improving bus shelter provision throughout the District.	Ongoing	WVDC regularly liaises with external partners regarding the provision of bus shelters throughout the District.	Ongoing

**OBJECTIVE 5: ENVIRONMENT**

**Priority: E10**

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
Continue to develop recycling services and facilities throughout the District taking into account the community's aspirations and statutory requirements.	Review, implement and update the existing recycling plan as part of the waste strategy.	Ongoing	Recycling plan monitored on a regular basis and updated as necessary.	Ongoing
	Implement and continue to develop the kerbside collection service across the district.	Ongoing	Development of the green box recycling scheme has been undertaken via the WRAP Roaming Recycler funding.	Ongoing
	To seek additional grant funding in order to introduce new recycling initiatives.	March 2006	WVDC currently liaising with WRAP and ROTATE regarding the provision of funding for new recycling initiatives.	Ongoing
	Upgrade, improve and maintain an existing bring sites across the district and introduce new recycling sites in areas of need.	Ongoing	Bring sites throughout the District are monitored on a regular basis and any maintenance work undertaken as necessary.	Ongoing

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Promote the use of County Council household waste recycling centres.	Ongoing	WVDC liaises regularly with DCC regarding the provision of household waste recycling centres.	Ongoing
	To encourage enhanced infrastructure and site developments for the purposes of recycling.	Ongoing	WVDC works with other agencies encouraging said agencies to enhance current recycling facilities.	Ongoing

**OBJECTIVE 5: ENVIRONMENT**

**Priority: E11**

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Implement the Waste Management Strategy	To carry out actions identified in the Waste Management Strategy for 2005/06	See Waste Management Strategy	Actions as identified in the Waste Management Strategy are being acted upon.	Ongoing

## OBJECTIVE 5: ENVIRONMENT

Priority: E12

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
Take forward plans for future playground, recreation ground and open space provision.	Continue to develop Open/Green Space Strategy for the District with specific proposals/action plans for play area areas, sports pitches, parks, allotments and cemeteries.	March 2006	Work is still progressing with regard to the Open Space Strategy.	Need to review the project plan in light of the departure of the Acting Director of Community Services.
	To work with Groundwork West Durham and Regeneration Department on delivering existing open space improvements and future projects.	Ongoing	Attendance at quarterly liaison meetings with Groundwork and site meetings at key stages of projects has been ongoing.	Ongoing
	To continue to modernise service delivery to enhance the maintenance of open spaces.	Ongoing	Modernisation of services ongoing to ensure enhancement and maintenance of open spaces.	Ongoing
	Implement improvement plan for play areas.	Ongoing	Areas in need of improvements were evaluated and in light of successful a small capital bid, refurbishment works have been taking place at Roddymoor Recreation Ground.	The Play Strategy which is being written with a deadline of November 2006, together with the capital money and Section 106 money, should allow for further refurbishment/ replacement over the next 3 years



<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
	Continue to develop community links to utilise Section 106 finance where appropriate.	Ongoing	Limited progress has been made in this area.	Officer Working Group to meet by end of June 2006 to discuss 106 finance proposals.
	Investigate availability of external funding to improve parks and recreation grounds.	Ongoing	Working group set up to discuss provision of Section 106 finance where appropriate.	Ongoing
	Work with arts, health and physical activity sections to ensure plans are complementary to and aid community consultation and contact.	September 2005	This work is still ongoing.	Ongoing

**OBJECTIVE 6: LIFE LONG LEARNING**

Priority: L1

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
Provide, over five years, at least 30 Foundation Modern Apprenticeship placements.	Secure required ongoing funding in order to facilitate continued recruitment of annual quota.	Ongoing	Funding available for a further year.	Continue to seek funding to continue the programme.
	Recruit at least six FMAs in 2005/06, ensure their programme of work reflects the changing role of sports development and leisure.	October/ November 2005	Appointed 8 MAs to incorporate placements on the WOW programme and sports halls in Wolsingham and Bishop Barrington.	To assess 2006/07 appointments bearing in mind the changes in government funding.
	Ensure appropriate mix of academic and job-based training is provided in conjunction with Bishop Auckland College.	Ongoing	With Bishop Auckland College designed a training programme and placement timetable to reflect the needs of the organisation.	Revisit the timetables for 2006/07.
	Ensure adequate levels of trained WVDC staff to oversee the training of the FMAs and that all therefore complete their qualifications as part of the training programme.	Ongoing	One member of staff is IV qualified and two further members continuing with Assessor training	Continue to encourage staff to develop assessment skills.
	Develop a mentoring scheme and work with partners to investigate opportunities for the MA's future employment.	Ongoing	Still requires further development and input from partners.	Encourage discussions prior to appointment of 2006/07 apprentices.

**OBJECTIVE 6: LIFE LONG LEARNING**

Priority: L2

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Develop external partner arrangements in order to provide a range of job-related qualifications and experience.	Maintain and expand current arrangements with, particularly Bishop Auckland College, Durham Dales PCT, Education in the Community and others and Technogym in order to ensure a wider mix of training opportunities.	Ongoing	Closer working arrangements have been maintained with Bishop Auckland College, New College Durham, Tynemet College and the authority's in house trainers to provide training and appropriate qualifications to meet the demands. Funding has been used from an external partner to offer courses to staff and members of the public. This has given training opportunities to various sections of the department.	Continue to seek funding and appropriate training through our partners.

**OBJECTIVE 6: LIFE LONG LEARNING**

Priority: L3

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Pursue a programme of accredited NVQ qualifications.	Assist Bishop Auckland College in maintaining "A" level grades when our NVQ programme is externally verified.	Ongoing	WVDC has continued to support Bishop Auckland College and helped them maintain above average grades	To maintain a team of assessors and verifiers within WVDC.
	To investigate and implement NVQs for refuse collection and street cleansing staff.	Ongoing	All street cleansers and refuse collectors enrolled on Level 2 NVQ in Waste Management have completed their qualifications.	To investigate the use of Modern Apprentices.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Ensure that all young people who are worked with are encouraged and supported to enter or re-enter education and training opportunities.	Ongoing	Modern apprentices from 2004-2005 have enrolled on the Gym Instructor Course to continue their development, along with a number of casual staff from the Leisure Centres. Previous modern apprentices are being encouraged to move forward with a NVQ level 3 qualification. At least two individuals have enrolled.	Ongoing

**OBJECTIVE 6: LIFE LONG LEARNING**

Priority: L4

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
Introduce a "mentor" programme into the department.	Introduce a process of job/task rotation for FMAs and other staff to ensure as wide a mix of training opportunity as possible.	Ongoing	The Modern Apprentices are placed for longer periods within their placement. The timetable has been adjusted to allow the MAs more time within their placement.	To revisit this programme bearing in mind the changes in government funding as from April 2006.
	Attach to above; ensure a process of training needs assessment is used to enhance the training experience of all staff.	Ongoing	This still remains to be established on a more formal basis.	To revisit this programme bearing in mind the changes in government funding as from April 2006.
	Introduce as appropriate, training support for members of staff acting as mentors.	Ongoing	Although support is available from Bishop Auckland College and the Staff Training and Development Officer, this needs to be more structured to meet the needs of those working shifts.	To revisit this programme bearing in mind the changes in government funding as from April 2006.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Ensure appropriate administration arrangements are in place for the tracking for the individuals engaged in the mentor programme.	December 2005 Ongoing	This needs revising.	To revisit this programme bearing in mind the changes in government funding as from April 2006.

**OBJECTIVE 6: LIFE LONG LEARNING**

Priority: L5

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Further develop, with Bishop Auckland College, the NVQ-based Institute for Football and Sports Development - fourth student intake in September 2005	Continue to provide support to the physical elements of the NVQ course and to assist with the development of the competitive aspects of the students' activities.	Ongoing	Support has been continuous to Bishop Auckland College and the NVQ based Institute for Football and Sports Development. WVDC staff weekly referee the Northern College League on Wednesday afternoons. Further, WVDC supplies coaching to students as and when required and assists in external trips to leisure industry sites such as leisure facilities and major football clubs with students.	Ongoing



**OBJECTIVE 6:**

Priority: L6

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Develop partnership work with Bishop Auckland College and Wear Valley LSP Education Sub-Group to progress strategic development of life long learning opportunities.	Agree second stage of Performing Arts Partnership Programme with Bishop Auckland College and management agreement for programme delivery and research. Contribute to joint working between District secondary schools and Bishop Auckland College to progress creative learning opportunities.	April 2005	Schools and holiday workshops with trestle Theatre Company, Mad Alice Theatre Company and Jack Drum Arts supported in 2005/06 through second stage of Performing Arts pilot. District-wide performing arts partnership work involving all secondary schools, Bishop Auckland College and WVDC, completed by 31st March 2005. Appropriate monitoring forms (NRF) completed.	Consider whether Arts Council of England's Youth Arts Awards can be applied to additional Performing Arts work involving Wear Valley District and Bishop Auckland College.

**OBJECTIVE 6: LIFE LONG LEARNING**

Priority: L7

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
Develop proposals for a district-wide public arts strategy	Contribute to Durham County Strategic Arts Officers consultancy regarding public art in County Durham.	March 2006	County Durham Strategic Arts Officer Group commissioned and agreed a public art in County Durham report from RKL Consultants. The CDSAOG allocated funding to Commissions North to assist in progressing recommendations.	Commissions North will meet with all County Durham authorities, including Wear Valley District, in 2006/07 and develop an action plan to progress activity.
	Progress internal discussion with Planning/Regeneration Department	March 2006	Discussions specific to public art on Newgate Street were held by March 2006.	Meetings to identify further public art opportunities to be progressed with Commissions North by May 2006.
	Develop action plan informed by above consultancy and corporate discussion.	March 2006	Action plan not developed.	Commissions North to present programmes to support public arts provision in Wear Valley District by 31st March 2007.

**OBJECTIVE :****Priority: O1**

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
Utilise, wherever possible, IT in order to improve both standards of service delivery and efficiency of processes.	To maximise the functionality of both leisure management and wellness systems across leisure complexes and the Wellness on Wheels mobile unit.	Ongoing	Working with IT, Gladstone and Technogym to improve functionality of LMS and Technogym systems. Online bookings in place.	Continue to upgrade and improve links between all systems.
	Continue to develop MVM public protection system particularly in relation to licensing	Ongoing	On line licensing system purchased as part of e-government improvement. Upgraded to new MVM version.	Ongoing

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Continue to liaise with other departments in developing and implementing the Customer Relations Model for service delivery.	December 2005	Officers have continued to attend Countywide Partnership meetings to progress the implementation of the CRM system. Several of the department's front line services including bulky waste collections, abandoned vehicles and bin deliveries are now operated by the CRM system with further services planned for the near future.	To continue to work with the County CRM partnership and internal staff to further develop services on the CRM system.

Priority Key Task	Major Activities	Target Date for Completion	Commentary	Action Plan
	Continue to develop and implement systems in line with e-government requirements, in order to meet government set standards and deadlines.	December 2005	Officers have continued to be involved with e-government developments, and progress has been made in extending the implementation of the CRM system and introducing an on-line payment and booking facility for the leisure complexes. On line licensing purchased.	To continue to develop and implement systems in line with e-government requirements.

**OBJECTIVE :****Priority: O2**

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
To ensure that service delivery takes account of Best Value Reviews and the outcome of CPA.	To support the Council's best value process.	Ongoing	Officer serving on group looking at Regeneration, best value review.	Ongoing
	To continue to deliver the department's section of any Action Plan resulting from CPA inspections and subsequent reviews.	Ongoing	Work continues with corporate partners and initiatives to contribute to action plan.	Ongoing.

**OBJECTIVE :**  
**Priority: O3**

<b>Priority Key Task</b>	<b>Major Activities</b>	<b>Target Date for Completion</b>	<b>Commentary</b>	<b>Action Plan</b>
To work with employees to improve the management and organisation within the department.	To continue to develop the health and safety database for the department.	March 2006	Carried out risk assessments for new activities. Liaised with Health and Safety Officer on Health and Safety system and implementation.	Continue to put all Health and safety information onto database.
	To continue to utilise two pages of Team Talk for departmental staff information.	Ongoing	Regular articles have appeared in Team Talk.	Ongoing
	To implement a departmental communication strategy.	June 2005	Strategy developed.	Ongoing
	To review the staffing structures within the department.	Ongoing	Several reports taken to Committee to maintain service provision.	Awaiting Council restructure.
	To review policies and procedures within the department and develop procedural manuals.	March 2006	Several policies/ procedures written	Ongoing

**COMMUNITY SERVICES COMMITTEE**

**31ST MAY 2006**

Report of the Strategic Director Community  
**RISK REGISTER UPDATE**

**purpose of the report**

1. To inform Members of the progress in managing the risks of the Community Services Department.

**background**

2. Members will recall that the Service Plan for the Department includes an analysis of the main risks facing the department. This report seeks to give assurance to Members of the management of those risks.
3. A key line of enquiry within the Use of Resources assessment, relates to the extent to which risks are managed and Members are kept informed of said management. The table below shows the risks as agreed within the Service Plan and progress in managing them. This report will be presented at alternate committees to demonstrate ongoing improvement in the area of risk management.

Type of Risk	Risks to the Department	Actions to Minimise	Progress to Date
Political			
Economic	Reduction in corporate/department revenue budgets.	Robust financial planning/management.	Services adjusted to accommodate budget changes. Service Heads have monthly budget meetings with departmental finance officer. Accountant from Resource Management Department attends management team.
Social	Ageing population.	Need to ensure flexibility of response in relevant service delivery areas to accommodate changing demographics.	Concentration on other priorities has meant that this issue has not been addressed directly.



Type of Risk	Risks to the Department	Actions to Minimise	Progress to Date
Technological	Failure to embrace benefits of ITC.	Contribute to corporate efforts re. IT.	Leisure centres have begun online booking service. The department has contributed to the setting up of the CRM service. Bulky waste charges can be paid online. Pest control charges can be paid online.
Managerial/ professional	<ol style="list-style-type: none"> <li>1. Uncertainties re. corporate (and therefore departmental) management arrangements.</li> <li>2. Middle management capacity</li> </ol>	<p>Interim arrangements developed as and when required.</p> <p>Seek to provide appropriate developmental opportunity.</p>	These issues will be addressed in the current restructure process.
Financial	<p>Unsuccessful revenue and capital growth bids in respect of:</p> <p><b>Revenue</b></p> <ul style="list-style-type: none"> <li>▪ Car parking staff</li> <li>▪ Licensing</li> <li>▪ Cemeteries (Cemeteries Officer)</li> <li>▪ Critical tree works</li> </ul> <p><b>Capital</b></p> <ul style="list-style-type: none"> <li>▪ Witton Park Cemetery extension</li> <li>▪ Leisure facilities refurbishment</li> </ul>	Concentrate available resources on a prioritised basis.	<p><b>Revenue</b></p> <ul style="list-style-type: none"> <li>▪ Successful bid for Car Park Officer. Commenced on 1st April 2006.</li> <li>▪ Administration Officer from other areas of the department transferred into Licensing Section to cope with additional workload.</li> <li>▪ Some responsibilities of Bereavement Officer transferred to existing post holders.</li> <li>▪ Allocation allows for a small amount of remedial tree work as necessary.</li> </ul> <p><b>Capital</b></p> <ul style="list-style-type: none"> <li>▪ Burials to be transferred to other cemeteries as necessary.</li> <li>▪ Some capital works carried over and small additional budget realised for this financial year in leisure centres.</li> </ul>

Type of Risk	Risks to the Department	Actions to Minimise	Progress to Date
Legal Partnership/ contractual	Transfer of Spectrum management to community group.	Ensure transfer. Develop "Plan B" to compensate for failure.	Report considered by Community Services Committee.
Physical	Need for investment in: <ul style="list-style-type: none"> <li>▪ Leisure facilities</li> <li>▪ Cemeteries</li> <li>▪ Parks and open spaces</li> <li>▪ Play areas, etc.</li> </ul>	Robust concentration on high priority needs for attention.	Leisure facilities – work ongoing with prospective partners. Cemeteries – growth bids to be submitted to next budget round. Parks & Open Spaces – Open Space Strategy ongoing. Play Areas – access to S106 monies and lottery funding being sought.
Legislative/ regulatory	Within the department there are a number of areas of service delivery which are affected by legislative and/or regulatory requirements or industry standards of best practice, for example, the inability to fill some posts (for various reasons) compromises the ability of the department to discharge its responsibilities in the areas affected. Examples of areas of service delivery affected in this way are: <ul style="list-style-type: none"> <li>▪ Car parking</li> <li>▪ Cemetery management</li> </ul> Licensing duties, etc.	Judgements will be made as to priorities. On the basis of such judgements responsibility for ensuring that the department meets its obligations and responsibilities in areas of legislative and regulatory requirement will be allocated to appropriate officers within the department.	Regulatory priorities to be considered as part of restructuring process.
Customer/citizen	Increasing expectations/ demands on services	"Manage" public expectations by <ol style="list-style-type: none"> <li>1. Deliver best services possible.</li> <li>2. Efficient treatment of complaints.</li> </ol>	Charges introduced for bulky waste collection and pest control. Introduction of CRM system for many services provided by department gives public "one stop shop" for easy access.

**conclusion**

4. From the above table it can be seen that several issues have already been addressed while others have seen significant progress, most notably the filling of the car park and licensing posts and the contribution to the CRM system. Many of the issues await the implementation of the current restructuring process. Overall a good start has been made to managing the risks faced by the department.

**RECOMMENDED** that Members note the report.

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**Author of the report**  
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**COMMUNITY SERVICES COMMITTEE**

**31ST MAY 2006**



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Report of the Strategic Director Community  
**CLEAN NEIGHBOURHOODS AND ENVIRONMENT ACT 2005**

**purpose of the report**

1. To seek Members' approval to consult on the level of charge for fixed penalty notices issued under the Clean Neighbourhoods and Environment Act 2005.

**background**

2. A report was submitted to the Community Services Committee on 1st June 2005 outlining the provisions of the above Act. A summary of the provisions is included at Annex 2.
3. The measures were not effective immediately but were implemented following regulations from the appropriate Minister. The measures included in the Act are now fully in place. One of the enforcement measures available to the Council is to issue fixed penalty notices for a greater number of offences than previously. The Council can also set the level of fee within a range laid down by the government. and to offer a discount for early payment.
4. The regulations also allow the Council to authorise persons not directly employed by the Council (e.g., Police, Community Support Officers) to be authorised to issue fixed penalty notices. The Council has previously authorised Police Officers to issue notices in relation to abandoned vehicles.
5. A list of offences for which fixed penalty notices are available is set out in Annex 3, including who may issue them and the charges that may be applied. Where the Council does not set a level then the default amount applies. The guidance recommends that before setting the penalty levels that the Council consult with the Police.

**crime and disorder implications**

6. The Act is intended to improve the local environment and penalise those who engage in behaviour which has an adverse effect on the residents of the District.

**legal implications**

7. It will be necessary to provide appropriate training to ensure that officers act in accordance with appropriate guidelines.

### **human resource implications**

8. The Act provides additional enforcement powers and therefore additional duties upon the Council. Existing staff are fully engaged in carrying out existing duties. It will be necessary to take account of changes in staffing roles and departments during the current restructuring exercise.

### **health and safety implications**

9. Enforcement work necessarily brings officers into potentially confrontational situations where there is the possibility of injury. Existing procedures, training, provision of protective clothing and liaison with the Police should ensure that staff are exposed to no additional risks.

### **financial implications**

10. Some of the provisions, e.g., those involving fixed penalty notices, will bring in additional income for the Council. However, the cost of publicity and additional enforcement will mean that it is unlikely that there will be an overall increase in revenue income. This will be assessed when the arrangements have been in place for a representative period.

### **conclusion**

11. The granting of additional powers to the Council will hopefully lead to an improvement in the quality of life for residents of the District.

- RECOMMENDED**
- (i) that officers consult with the Police on the setting of the level of fixed penalty charges.
  - (ii) that a further report be brought before the Community Services Committee outlining the proposed charges and possible other persons who may be authorised to act on behalf of the Council.
  - (iii) that authorised officers undergo appropriate training.

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## OUTLINE OF THE MAIN PROVISIONS OF THE CLEAN NEIGHBOURHOODS AND ENVIRONMENT ACT 2005

The following is a list of the main provisions of the Act. The Act is divided into several topic areas:

(i) **Crime and Disorder**

The Act will require local Crime and Disorder Reduction Partnerships to take anti-social behaviour affecting the local environment into account when developing crime and disorder reduction strategies;

Local authorities will have new powers to gate nuisance alleyways.

(ii) **Fixed Penalty Notices**

The Act makes greater use of fixed penalties as an alternative to prosecution, in most cases giving local authorities the power to set their own rates;

Parish Councils will have the power to issue fixed penalties for litter, graffiti, fly posting and dog offences;

(iii) **Nuisance and Abandoned Vehicles**

Local authorities will have the power to immediately remove abandoned cars;

Two new offences will help local authorities deal with nuisance parking offering for sale two or more vehicles, or repairing a vehicle on the road as part of a business (from June 2005).

(iv) **Litter**

It extends the offence of dropping litter to all land, including private land and to rivers, ponds and lakes;

Local authorities will have new powers (litter clearing notices) to require businesses and individuals to clear litter from their land;

Local authorities will have stronger powers to require local businesses to help clear up the litter they generate (street litter control notices);

Local authorities will be able to restrict the distribution of flyers, handouts and pamphlets that can end up as litter;

Clarification that cigarette butts and discarded chewing gum are both litter.

(v) **Graffiti and fly-posting**

The Act extends graffiti removal notices (as introduced by the Anti-Social Behaviour Act 2003) to include fly-posting;

Stronger powers for local authorities to tackle the sale of spray paints to children;

Clarification that all beneficiaries of fly posting can face prosecution;

Powers for local authorities to recover the costs of removing illegal posters.

(vi) **Waste**

Measures to improve local authorities ability to deal with fly-tipping include:

- removing the defence of acting under employer's instructions;
- increasing maximum penalties;
- enabling local authorities and the Environment Agency to recover their investigation and clear-up costs;
- extending provisions on clear up to the landowner where there is no occupier.

Local authorities and the Environment Agency will have the power to issue fixed penalty notices (and, in the case of local authorities, to keep the receipts from such penalties):

- to businesses that fail to produce waste transfer notes
- to waste carriers that fail to produce their registration details or evidence they do not need to be registered
- for waste left out on the streets (local authority only) outside specified collection times

A more effective system for stop, search and seizure of vehicles used in illegal waste disposal; and enabling courts to require forfeiture of such vehicles;

A new provision covering the waste duty of care and the registration of waste carriers;

A new requirement for developers to include site waste management plans for construction and demolition projects;

Repealing the divestment provisions for waste disposal functions – this will give local authorities greater flexibility to deliver waste management services in the most sustainable way;

Reform of the recycling credits scheme to provide increased local flexibility to provide incentives for more sustainable waste management.



(vii) **Dogs**

Dog bylaws will be replaced by a new, simplified system of Dog Control Orders. These will enable local authorities and Parish Councils to deal with fouling by dogs, ban dogs from designated areas, require dogs to be kept on a lead and restrict the number of dogs that can be walked by one person;

Local authorities will have sole responsibility for stray dogs (previously this responsibility had been shared between local authorities and the police). The change will come into force only when the transfer of resources has been agreed.

(viii) **Noise**

Local authorities will have stronger powers to:

- deal with burglar alarms;
- impose fixed penalty fines on licensed premises that ignore warnings to reduce excessive noise levels;

Local authorities will have greater flexibility in dealing with noise nuisance

(ix) **Architecture and the Built Environment**

The Commission for Architecture and the Built Environment (CABE) will be established on a statutory basis.

(x) **Miscellaneous**

Local authorities will be able to recover the costs of dealing with abandoned shopping trolleys from their owners;

Statutory nuisances will be extended to light pollution and nuisance from insects;

The contaminated land appeals process will be transferred to the Secretary of State;

Increases in penalties for various pollution offences.

## OFFENCES FOR WHICH FIXED PENALTIES ARE AVAILABLE

<b>SECTION AND LEGISLATION</b>	<b>DESCRIPTION OF OFFENCE</b>	<b>WHO CAN ISSUE FPNs</b>	<b>AMOUNT</b>
s. 6(1) Clean Neighbourhoods and Environment Act 2005	Nuisance parking	Local authority authorised officers	Amount fixed at £100
s. 2A(1) Refuse Disposal (Amenity) Act 1978	Abandoning a vehicle	Local authority authorised officers	Amount fixed at £200
s. 88(1) Environmental Protection Act 1990	Litter	Litter authority authorised officers, including persons not directly employed by the authority, Police Community Support Officers and other persons accredited under Community Accreditation Schemes under the Police Reform Act 2002	Can be set at local level (between £50 - £80). Default £75
s. 94A(2) Environmental Protection Act 1990	Street litter control notices and litter clearing notices	Principal litter authority authorised officers	Can be set at local level (between £75 - £110). Default £100.
Schedule 3A, para. 7(2) Environmental Protection Act 1990	Unauthorised distribution of literature on designated land.	Principal litter authority authorised officers, including persons not directly employed by the authority.	Can be set at local level (between £50 - £80). Default £75

<b>SECTION AND LEGISLATION</b>	<b>DESCRIPTION OF OFFENCE</b>	<b>WHO CAN ISSUE FPNs</b>	<b>AMOUNT</b>
s. 43 Anti-social Behaviour Act 2003	Graffiti and fly-posting	Local authority authorised officers, including persons not directly employed by the authority, Police Community Support Officers and other persons accredited under Community Accreditation Schemes under the Police Reform Act 2002.	Can be set at local level (between £50 - £80). Default £75.
s. 5B(2) Control of Pollution (Amendment) Act 1989	Failure to produce authority (waste transfer notes)	Waste collection authorities and Environment Agency (acting through their officers).	Amount fixed at £300.
s. 34A(2) Environmental Protection Act 1990	Failure to furnish documentation (waste carrier's licence)	Waste collection authorities and Environment Agency (acting through their officers).	Amount fixed at £300.
s 47ZA(2) Environmental Protection Act 1990	Offences in relation to waste receptacles	Waste collection authority authorised officers	Can be set at local level (between £75 - £110). Default £100

<b>SECTION AND LEGISLATION</b>	<b>DESCRIPTION OF OFFENCE</b>	<b>WHO CAN ISSUE FPNs</b>	<b>AMOUNT</b>
s 59(2) Clean Neighbourhoods and Environment Act 2005	Offences under Dog Control Orders	Authorised officers of primary and secondary authorities, including persons not directly employed by the authority, Police Community Support Officers and other persons accredited under Community Accreditation Schemes under the Police Reform Act 2002.	Can be set at local level (between £50-£80). Default £75.
s. 73(2) Clean Neighbourhoods and Environment Act 2005	Failure to nominate key holder (within an alarm notification area) or to notify local authority in writing of nominated key holder's details.	Local authority authorised officers, including persons not directly employed by the authority.	Can be set at local level (between £50 - £80). Default £75
s. 8 Noise Act 1996	Noise from dwellings.	Local authority officers	Can be set at local level (between £75 - £110). Default £100
	Noise from licensed premises.	Local authority officers	Amount fixed at £500

**COMMUNITY SERVICES COMMITTEE**

**31ST MAY 2006**



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Report of the Strategic Director Community  
**GULLY CLEANSING SERVICE**

**purpose of the report**

1. To inform Members of the decision made by Durham County Council to reduce the frequency of gully servicing throughout the District and the implications of this to Wear Valley District Council.

**background**

2. Wear Valley District Council operates on a contract basis on behalf of Durham County Council and services all gullies within Wear Valley at present to a minimum twice yearly frequency. Gullies that have been identified in potential flood risk areas are serviced more frequently.
3. Discussions between officers of both District and County Councils have been ongoing for some time and in a letter dated 24th March 2006 Durham County Council advise that substantial revenue cuts have to be made in their highways budget in 2006/07 and subsequent years. In the southern area of the county alone these are in the region of £300,000. A new Code of Practice – Well Maintained Highways, issued in 2005, makes a recommendation that gullies are only cleansed once per year in low risk areas with a schedule of gullies requiring additional frequency of cleansing being built through experience on known trouble spots. As a result of this Durham County Council has now confirmed that it will be adopting the new cleansing frequency recommended in the above Code of Practice as from 1st April 2007.

**financial implications**

4. Currently Wear Valley receives an income of approximately £72,000 per year from Durham County Council for the servicing of gullies to a minimum twice yearly frequency. As Durham County Council has confirmed that it only

requires the gullies to be serviced on a yearly basis from 1st April 2007, this would result in an approximate loss of income to the District of some £35,000.

5. In the 2005/06 financial year the cost to the authority of running the vehicle, staffing of the vehicle, etc., amounted to approximately £42,000. These costs evidently are more than the income that will be received following the reduction in frequency of gully servicing. Furthermore, the gully vehicle currently utilised on this service is due for replacement and additional significant capital resources will be required to replace the vehicle.

## **proposals**

6. As a result of the above it is proposed that the Council continues to operate with the current vehicle on the current frequency of servicing until the end of March 2007. Upon this date the Council then returns the servicing of the gullies to Durham County Council. This timeframe will allow officers to find the operative responsible for the gully cleansing service a new role within the department as TUPE regulations are not relevant as the Council is working only as a contractor on behalf of the County Council.

## **human resource implications**

7. The driver of the gully vehicle will have to be found alternative employment. It is envisaged that a position will be found within the department.

## **it implications**

8. There are no IT implications.

## **legal implications**

9. There are no legal implications.

## **equity and diversity**

10. There are no equity and diversity implications.

## **crime and disorder implications**

11. There are no crime and disorder implications.

**RECOMMENDED** that Members endorse the above proposal for the cessation of the gully cleansing service by Wear Valley District Council in April 2007.

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**COMMUNITY SERVICES COMMITTEE**

**31ST MAY 2006**



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Report of the Monitoring Officer  
**SPECTRUM CHARITABLE TRUST**

**purpose of the report**

1. To inform Members of recent developments in this matter with particular reference to the outcome of negotiations with the Coal Industry Social Welfare Organisation (CISWO) and the Charity Commission in respect of the proposed lease of the Spectrum Trust to SLAM Community Development Trust and to obtain Members' approval of the way forward.

**introduction**

2. As Members are aware there have been a number of reports to this Committee relating to the proposal to transfer the Spectrum Trust to SLAM by way of a formal lease. The last report being on 21st September 2005 when it was recommended:
  - (i) that Members endorse the principal of a 21 year lease to SLAM in respect of the management function of Spectrum Leisure Complex.
  - (ii) that a report be submitted to the Managing Trustees for their endorsement of the proposals.
  - (iii) that officers liaise with CISWO to finalise the arrangements.
  - (iv) that if such approval is given by the Managing Trustees, the Head of Legal Services be authorised to proceed to negotiate the terms of the lease.
3. This course of action was endorsed by the Spectrum Trust Managing Trustees at a meeting held on 19th October 2005. Since that meeting there have been further meetings with both CISWO and the Charity Commission



and officers of the Council to establish the manner in which the trust premises will transfer to SLAM.

## legal issues

4. A major problem appertaining to the proposal to lease the Trust premises to SLAM was encountered when considering the draft framework of the lease. In a normal situation where a property is to be leased, the owner, as landlord, grants the lease to the tenant, and both parties would under the lease have certain obligations. However, because the Council is merely the custodian trustee of the Spectrum Trust it's main duty is to hold the property of the charity and to have custody of all securities and documents relating to the property owned by the charity. The Council itself has no power to grant a lease of the Trust premises and therefore the only parties who can grant the lease to SLAM are the Managing Trustees of Spectrum Trust. If the Council remained as custodian trustee, any obligations on the landlord under the proposed lease would fall upon the Managing Trustees and not the Council.
5. Because of this issue further discussions were held with the Charity Commission, CISWO and officers of the Council to establish whether there was any other option available whereby the lease to SLAM could be achieved without any liability falling on the Managing Trustees. These discussions resulted in it being suggested by both CISWO and the Charity Commission that the Council could be appointed as a corporate trustee rather than the custodian trustee. In this event the Managing Trustees would no longer exist once the appointment of the Council as corporate trustee takes place.
6. The Charity Commission has confirmed that they are agreeable to making an order appointing the Council as corporate trustee of the charity. The Council has power to undertake this role under section 139 of the Local Government Act 1972. However, in undertaking this role there is, of course, potential for a conflict of interest between the interests of the Council as a statutory authority and the requirements as trustee to act exclusively in the interests of the charity. In becoming corporate trustee, the Council must, if appointed to the role of corporate trustee, have regard to the need to avoid conflicts of interests and safeguard the charity's property the beneficiaries' interests.
7. Having considered the matter the Charity Commission has confirmed that they have authorised that the necessary Order authorising the Council's appointment as corporate trustee to be put in hand.
8. It would appear that this course of action is the most appropriate way forward to ensure that the lease to SLAM can be effected as quickly as possible.
9. If the Charity Commission confirms the order the Council will have power to lease the Spectrum to SLAM under the general provisions Trusts of Land and Trustee Act 1996. In addition the proposed lease to SLAM, will be authorised under Section 36(9) of the Charities Act 1993 as there is no legal requirement to obtain best value in the case of a disposal from Charity to Charity. For Members' information SLAM Community Development Trust is now a registered Charity.

## **next steps**

10. If Members are agreeable to accept the Council being appointed as a corporate trustee in order to achieve the objective of leasing the Spectrum to SLAM, these latest developments will be reported to the Managing Trustee to seek their endorsement of the Council as corporate trustee subject to the relevant order of the Charity Commission being made.
11. In order that SLAM can obtain any grant funding they have stated that the lease must be for a term of 25 years duration.

## **financial implications**

12. If the matter proceeds as envisaged there will be no financial implications for the Council, as the day to day running costs and the liability for maintenance and repair of the premises will be the responsibility of SLAM from the date of the lease.

## **conclusion**

13. Having regard to the circumstances set out the above most appropriate course of action is for the Council to be appointed as corporate trustee.

- RECOMMENDED**
- (i) Subject to the appropriate order being made by the Charity Commission the Council agree to become corporate trustee of the Spectrum Trust
  - (ii) The position as to conflicts of interest and the obligations to safe guarding the trust property and the beneficiaries interests be noted
  - (iii) The term of the lease be 25 years at a peppercorn rent, with the tenants being responsible for all repairs and maintenance of the property
  - (iv) The matter be referred to the Managing Trustees for endorsement of these proposals.

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**COMMUNITY SERVICES COMMITTEE**

**31ST MAY 2006**



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Report of the Strategic Director for the Community  
**REQUEST TO CARRY FORWARD CAPITAL ALLOCATION**

**purpose of the report**

1. To seek approval to carry over capital allocations for 2005/06 and 2006/07 for capital budgets C090, C094, C095 and C096.

**background**

2. Through the Council's budget process the Community Services Department requested capital under a number of headings for 2005/06 financial year. The department has been unable to complete the procurement of capital items because of the relative number and value of these allocations and officer time available to undertake such projects.

**proposal**

3. It is requested that officers be authorised to carry forward allocated proportions of these capital budgets to 2006/07 in order that the project work can be completed.

**financial implications**

4. Capital code C090 (health and safety and general improvement) has not been fully utilised in 2005/06. Of the capital allocation of £80,000, £64,814 has been spent leaving a £15,186 underspend. This capital was spent on a large number of items including refurbishment of the sauna suite and replacement steam room (Woodhouse Close Leisure Complex), upgrading the fire intruder alarms (Woodhouse Close and Glenholme Leisure Complexes), replacement of goods lift (Woodhouse Close Leisure Complex), refurbishment of lockers (Glenholme Leisure Complex), air conditioning in the office space (Glenholme Leisure Complex), replacement carpet (Glenholme Leisure Complex), interior decoration (Woodhouse Close Leisure Complex) widening the access for a

mechanical hoist (Woodhouse Close Leisure Complex), pool hall tile replacement (Glenholme Leisure Complex).

5. Delays with quotations and caution by officers not to overspend has resulted in less than the full budget being allocated.

6. Capital C095 (calorifiers and safe water systems) has not been fully utilised in the financial year 2005/06. This is due to the workload of the Council's Facility Manager to assist us in identifying and getting the allocations carried out because of other ongoing capital projects. Only 36% of this £50,000 budget has been spent so far. This has been compounded by being unable, for health and safety reasons, to carry out remedial work in the plant room at Woodhouse Close Leisure Complex. It is necessary, however, to carry this capital forward and complete the work to the calorifiers at Woodhouse Close Leisure Complex.
7. C096 (filter refurbishment). The final invoiced amount for this refurbishment work has been less than originally anticipated when the budget process commenced in September 2004 leaving an underspend on the allocation of £4,200 from the original amount of £22,000. The Head of Public Protection has requested a portion of the capital to purchase a new van for Pest Control. In total £4,950 is required for this. After consultation with the Finance Section it is requested to utilise the £4,200 underspend from this code for this purpose.
8. C094 (public conveniences). A capital allocation of £350,000 was allocated for the refurbishment/ replacement of the Council's public conveniences. At the end of March 2006 some £180,000 has been spent. Delays have occurred due to manufacturing problems, delays with utility companies, planning issues at Escomb and Member representations in Weardale. It is envisaged that the balance will be spent during 2006/07.

#### **human resource implications**

9. It is not anticipated that there will be any human resource implications as a result of the allocations being carried forward within 2006/07.

#### **it implications**

10. There are no IT implications.

#### **legal implications**

11. There are no legal implications.

#### **equity and diversity**

12. There are no equity and diversity implications.

#### **crime and disorder implications**

13. There are no crime and disorder implications.

## summary

14. The remainder of C090 would be allocated to management of asbestos at Woodhouse Close Leisure Complex. The remainder of C095 would be fully utilised over the year for the purpose of calorifiers and safe water systems. The remainder of the C096 underspend would be used in the purchase of a Pest Control van for Public Protection. The remainder of C094 will be spent within the next financial year on public conveniences.

- RECOMMENDED**
- (i) that the balance of C090 be carried forward to 2006/07 to continue with health and safety improvements.
  - (ii) that the balance of C095 be carried forward to 2006/07 to continue with the delayed works to the calorifiers.
  - (iii) that any underspend on C096 be utilised for a replacement Pest Control van for Public Protection.
  - (iv) that the balance of C094 be carried forward to 2006/07 to continue with the replacement/refurbishment programme for public conveniences.

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