

## COMMUNITY SERVICES COMMITTEE

16TH MARCH 2005

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Report of the Acting Director of Community Services  
**CHILD PROTECTION POLICY**

### **purpose of the report**

1. To seek Members approval to amend and adopt the recently completed Durham Sport Child Protection Policy for application within Wear Valley District Council.

### **background**

2. Durham Sport is a county-wide partnership which includes all District Councils within County Durham, Durham County Council, Durham University and the governing bodies for sport. Wear Valley District Council was heavily involved in the creation of the partnership. The Acting Director of Community Services currently sits on the Management Board of the Durham Sport Partnership.
3. As the name implies, the purpose of the partnership is to bring as co-ordinated approach as possible to the delivery of sporting provision and delivery across the county. By working in a collaborative fashion duplication can be avoided, and staff and financial resources can be pooled thereby achieving more for the same money. Best practice can be developed and shared thereby achieving common standards of application across the county.

### **child protection**

4. With regard to the latter point above, Durham Sport has developed a Child Protection Policy based on "industry standard" guidance (e.g., from the NSPCC) existing policies (including the policy currently in use in Wear Valley District Council) and any relevant legislation which has a bearing on the subject.
5. The finalised document has been submitted for scrutiny by the partners to Durham Sport and also to the relevant section the NSPCC who have approved the policy as meeting all the requirements for child protection arrangements which will provide a high level of confidence in a sensitive area.

## **proposal**

6. As with many local authority departments which provide sports development, physical activity and health improving activities, Wear Valley District Council has an existing Child Protection Policy which has served the Council well and which has been updated as and when changes in standards/legislation require. It is probable that the time is right to undertake such a review of our policy.
7. In that context it seems appropriate to consider adopting the Durham Sport policy (and its associated administrative arrangements) given that, as pointed out earlier in this report, it would ensure a common approach to these matters across County Durham if it is adopted by all partners to the partnership. Before doing so, however, and given the importance of this issue, it is proposed to provide the opportunity for all relevant members of staff and Members the opportunity peruse the Durham Sport Child Protection Policy and offer any comments. This would enable consideration to be given to the relevance of the policy to other departments of the Council.

## **financial implications**

8. There are no implications other than the costs of amending the document and its reproduction and distribution.

## **legal implications**

9. It is extremely important to have an appropriate Child Protection Policy in place together with robust arrangements for its application.

**RECOMMENDED** that Members approve in principle the adoption of the Durham Sport Child Protection Policy, as amended, for use by Wear Valley District Council.

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## COMMUNITY SERVICES COMMITTEE

16TH MARCH 2005

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### Report of the Acting Director of Community Services HOWDEN-LE-WEAR ALLOTMENTS

#### **purpose of the report**

1. To advise Members of negotiations with the landowners of Howden-le-Wear allotments and to seek approval to continue efforts to resolve the issue of allotment provision in Howden-le-Wear.

#### **background**

2. Members may recall the report to this Committee on 10th November 2004 where officers received authorisation to enter into discussions with the owners of the allotment site. Enquiries were to be made as to whether they would be prepared to revoke the Notice to Quit and the matter would be further considered by the Committee in the light of the outcome of the negotiations.
3. Discussion have taken place with the agents acting on behalf of the owners who have indicated that they will not withdraw the Notice to Quit, however, they have offered an alternative site to the east of the settlement on the A689 marked on the map (Annex 1) this is currently being investigated by officers. These proposals include:
  - Transporting the top soil from the existing allotment site
  - The building of a hardcore access road and hammer head for turning
  - The construction of a perimeter fence
  - Laying a water supply (one tap).
4. It will also be necessary to contact the County Council on the possibility of a lease for land which is currently ear marked in the local plan for the Howden-le-Wear bypass.
5. After consultation with allotment holders there is significant and compelling opposition to the proposal to transfer to the site on the A689. It is felt however, that consideration of the proposals must be carried out in a proper manner by engaging a third party to carry out a feasibility study to ascertain the suitability of the land and location for transfer, particularly to look at:
  - Ground conditions (contamination of soil)
  - Subsidence issues
  - Risk of flooding or enhanced risk to the A689 road
  - Access issues involving vehicle access to the site and pedestrian access along A689 east of Valley Terrace

6. Groundwork West Durham would be well placed to carry out this feasibility as they are independent of the Council. It is proposed therefore, under delegated powers, to engage Groundwork West Durham to undertake such a feasibility study.

**financial implications**

7. The feasibility study would include the cost of funding soil samples. This would be met within existing budgets.

**RECOMMENDED**

- (i) that Members endorse actions taken to date by officers in the matter.
- (ii) that this matter be further considered by this Committee in light of the outcome of the feasibility study.

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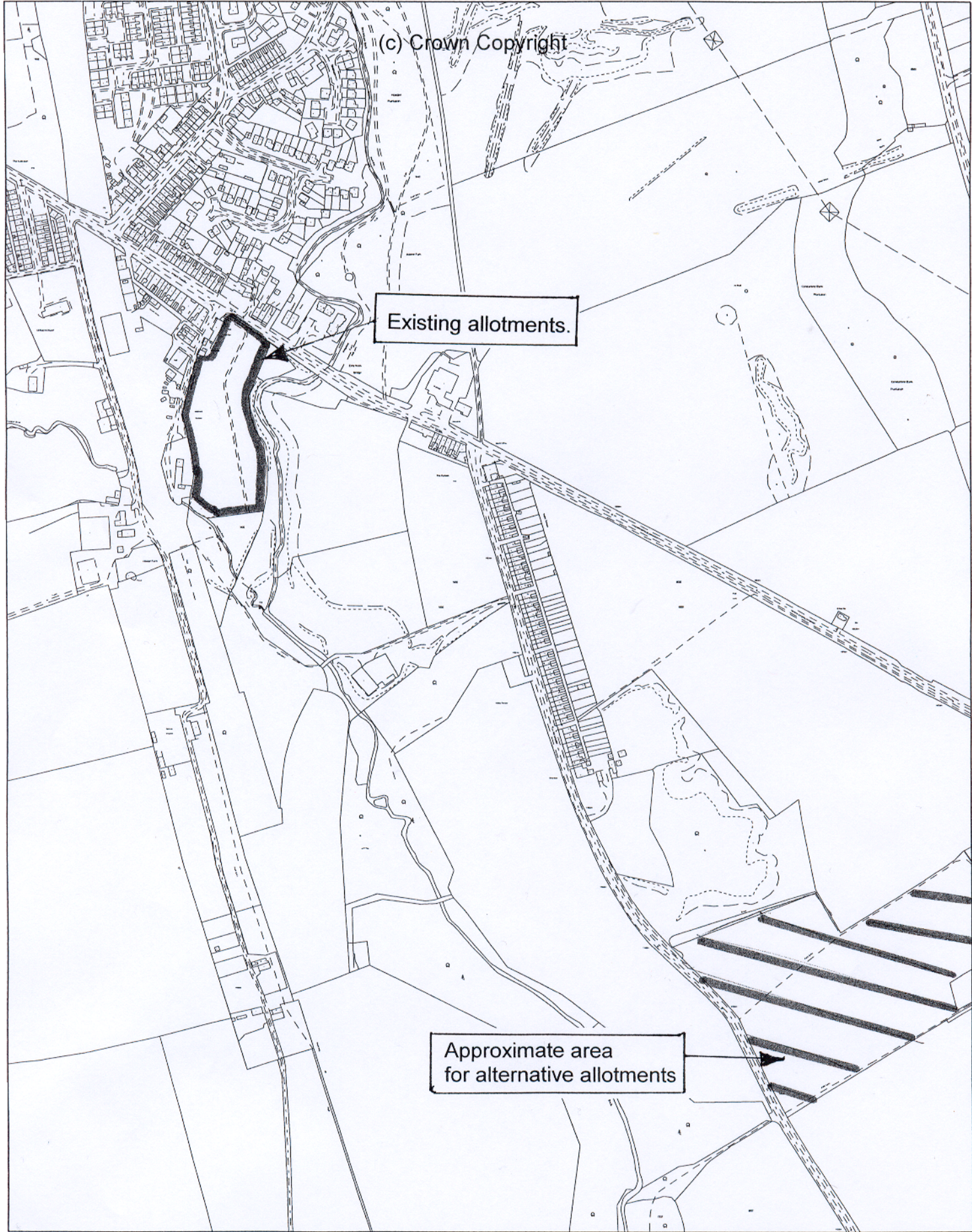
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Existing allotments.

Approximate area for alternative allotments



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## COMMUNITY SERVICES COMMITTEE

16TH MARCH 2005

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Report of the Acting Director of Community Services  
**BULKY WASTE COLLECTION SERVICE**

### **purpose of the report**

1. To inform Members of the implications to the bulky waste collection service following Durham County Council's decision to implement a permit scheme at all household waste recycling centres.

### **background**

2. Members will be aware that Wear Valley District Council currently operates a free of charge bulky waste collection service for specified items to the members of the public. Items that will be collected include household appliances, e.g., cookers and electrical items, white goods (washing machines, interior doors), household furniture (beds, carpets and floor coverings), gardening tools and equipment, toys and bikes.
3. As of 6th December 2004, Durham County Council invoked a permit scheme within their household waste recycling centres. In this regard, if a resident uses a van, pick-up or tows a trailer, they would require a permit to deposit household waste at any of the County's household waste recycling centres. Permits have to be applied for in advance of depositing the waste at the site.

### **implications**

4. As a result of the aforementioned scheme Wear Valley District Council has witnessed an increase in the number of requests from householders for the bulky waste collection service. It is thought that this is as a direct result of the implementation of the permit scheme within the County Council's household waste recycling centres.
5. At present bulky waste requests are undertaken by two 7½ tonne vehicles employed by the authority with each vehicle having a capacity to undertake approximately 45 requests per day. As a result of the increase in the number of requests being received demand now outstrips capacity for the service. In order to complete the tasks overtime/additional shifts are having to be arranged.

## **financial implications**

6. If the present trend continues it is anticipated that overtime payments to the sum of approximately £5,000 may be paid to operatives over the next financial year to ensure all wastes are collected as requested. The hire of an additional vehicle, should that be required, would cost an additional £12,5000 per annum - operatives to staff the said additional vehicle, a further £30,000 per year. Additional costs are also envisaged as a result of the implementation of the permit scheme due to the anticipated increase in the number of fly tipping incidents. It is not possible to estimate the increased costs of a higher incidence of fly tipping.

## **crime and disorder implications**

7. It is envisaged that an increase in fly tipping throughout the District will result as a consequence of the permit scheme.

## **human resource implications**

8. Additional staff/overtime may be required in order to complete all works requested by residents.

## **summary**

9. It is anticipated that:
  - (i) additional revenue costs of either:
    - (a) £5,000 per annum if overtime only is required
    - (b) £42,500 per annum if extra vehicle and crew are required
  - (ii) An increase in fly tipping incidence will result from the introduction by Durham County Council of a household waste permit scheme

**RECOMMENDED** that Members note the above information and instruct officers to monitor the situation and present a further report when the implications of the introduction of the household waste permit scheme by Durham County Council are clearer.

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## COMMUNITY SERVICES COMMITTEE

16TH MARCH 2005

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### Report of the Acting Director of Community Services **WHEELED BIN IMPLEMENTATION**

#### **purpose of the report**

1. To update Members on the progress of the implementation of wheeled bin and green waste collection services.

#### **background**

2. Members may recall a report to this Committee on 19th January 2005 with regard to the implementation of wheeled bins. Action that has been taken subsequent to this report is as follows:
  - New rounds to facilitate the introduction of wheeled bins introduced week commencing 24th January 2005.
  - The appointment of a consultant for a four month period to oversee all issues surrounding refuse/green waste/recycling kerb collection commenced February 2005.
  - Leaflet describing all aspects of the wheeled bin refuse collection scheme printed and currently being distributed throughout the District.
  - Leaflet regarding the green waste recycling scheme printed and currently being distributed to targeted properties.
  - Representatives from the workforce have visited neighbouring authorities to see wheeled bins in operation.
  - Wheeled bin lifts fitted to the first three refuse collection vehicles.
  - Residents with any queries/concerns regarding the scheme are being visited by officers of the Council.
  - Officers are responding as promptly as possible to representations from Members on behalf of their constituents.

#### **timetable for future events**

3. The following outlines the intended sequence of promotion and implementation of the wheeled bin and green waste services:
  - A mobile caravan-based display unit will tour the District stopping at various locations to advise residents on all issues relating to wheeled bins. This is now scheduled for week commencing 14th March 2005. An article has been placed in the Spring edition of Wear Valley Matters regarding the implementation of the scheme.



- Week commencing 29th March 2005 - First delivery of wheeled bins to the District. The first areas to be covered by the wheeled bins will be the Weardale and Crook areas.
- Week commencing 18th April 2005 - First collection of wheeled bins will be undertaken in those areas.
- Week commencing 8th April 2005 - Delivery of first bins to the Bishop Auckland and Willington areas to be undertaken.
- Week commencing 16th May 2005 - First collection of wheeled bins in the Bishop Auckland and Willington areas.
- Week commencing 23rd May 2005 - First collection of wheeled bins on rural round to be undertaken. Officers will continue to visit any property where residents have raised concerns regarding the scheme.
- Lifts to be fitted to remaining vehicles during April 2005.

### **green waste collection service**

4. Further investigation undertaken by the Waste Project Officer and the Head of Service Contracts has determined approximately 5,000 properties for the green waste collection scheme throughout the District. Delivery of brown 240 litre green waste containers to commence week commencing 11th April 2005. First collection of said containers, Friday, 29th April 2005.

### **financial implications**

5. A capital allocation of £375,000 has been made available in this year's (2004/05) capital budgets which has enabled the purchase of the first tranche of wheeled bins (15,000 out of a total 30,000) and green waste bins (2,700 out of a total of 5,000). The purchase of the second tranche of wheeled bins has now been ordered following confirmation of the capital allocation in the 2005/06 budgets.

### **legal implications**

6. Under Section 45 of the Environmental Protection Act Wear Valley District Council has a duty to collect waste as a waste collection authority. Under Section 46 of the Environmental Protection Act the Council can require the occupier to place the waste for collection in a receptacle or receptacles of a kind and size and a number specified and to place their receptacle at a specified place for collection. It is important to note that the collection point will be at the curtilage of the property and not the kerbside as under Section 46 of the Environmental Protection Act, waste collection authorities would require the permission of the highway authority to place receptacles at kerbsides. Obviously it would be inappropriate to place receptacles at kerbsides as they would create significant obstacles on the pavement.

### **crime and disorder implications**

7. It is envisaged that the larger capacity bins will reduce the likelihood of indiscriminate dumping. Furthermore, the wheeled bins will reduce the amount of littering and untidiness of the District. It is also anticipated that wheeled bins will remove the possibility of operatives suffering a drugs related needle stick injury.

## human resource implications

8. As part of the negotiations for improved conditions of service the implementation of wheeled bins was discussed and it was agreed that there would be a requirement to reduce crew numbers thereby displacing staff into other services. Consultation has now taken place and staff will remain within the refuse/recycling service to be utilised as either holiday cover or sickness cover.

**RECOMMENDED** that Members endorse work undertaken to date and the proposed implementation timetable and promotional activities regarding the wheeled bin and green waste services.

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## COMMUNITY SERVICES COMMITTEE

16TH MARCH 2005

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Report of the Acting Director of Community Services  
**PROPOSED INTERNAL WASTE RECYCLING STRATEGY**

### **purpose of the report**

1. To present for Members' approval, initial proposals in respect of the recycling of waste material generated within the Council's offices and buildings.

### **background**

2. At the Community Services Committee of 2nd June 2004 Members approved a Waste Management Strategy for Wear Valley which focused upon its statutory obligations to meet recycling and composting targets. The Waste Minimisation Strategy set key objectives regarding waste minimisation, reuse and recycling and aimed to implement a range of service improvements in order to benefit local residents (e.g., introduction of wheeled bins and green composting services).
3. Following on from the Waste Minimisation Strategy which focused upon external service improvements the authority has made a commitment to improving its own waste burden and efforts will therefore be made to reduce the waste disposed of by the authority and its operations.

### **key issues**

4. The authority has a number of offices/depots throughout the District, all of which dispose of a large amount of waste. In order to reduce the amount of waste produced by the authority, waste reduction efforts should be made prior to any purchasing decisions. All employees should ask themselves the following questions:
  - Is the product desired or essential?
  - Can my need be met in another way, e.g., by borrowing items from other departments or renting it?
  - If it must be purchased can it be a shared purchase with other departments?
  - Have I requested the right quantity? Will we use the full quantity requested?
  - What happens to the product at the end of its life? Can it be re-used, refilled or must it be disposed of?
  - What are the environmental effects of the product I wish to purchase? Does it use the minimum amount of virgin materials and the maximum amount of post consumer materials? Has minimum packaging been used?

5. In developing the proposed strategy therefore it is important that officers responsible for procurement issues for the authority are involved in the process.
6. Due to the waste implications of the items purchased by the authority it is essential that a green purchasing policy be initiated at the same time as efforts to reduce waste are generated. As part of the purchasing policy an inventory should be drawn up of existing equipment to aid the cross transference of items across departments and avoid unnecessary purchasing decisions.

### **environmental context**

7. This strategy focuses on solid waste, which is currently being produced by the authority, but in order to gain a true cost of the material that is being disposed of other issues must also be considered. These include:
  - Stock depreciation
  - Energy, water and ancillary material loss such as electricity and gas
  - The cost of handling waste, e.g., storage, internal transport, dealing with waste contractors
  - Cost of protective equipment and monitoring of hazardous substances
  - Environmental liabilities and insurance implications
8. The waste strategy should therefore not be used as a stand-alone document; instead the authority should illustrate its corporate commitment to the environment through the integration of its strategies with particular emphasis on sustainability issues. The internal waste improvements should therefore be implemented as part of the authority's broader sustainability strategy, developed by the Sustainability Officer.

### **proposals for implementation**

9. In order to introduce the action points suggested, an implementation mechanism must be developed for waste issues. It is therefore suggested:
  - Priority 1** - Top level commitment to a programme of waste minimisation to be confirmed in writing and circulated to all staff
  - Priority 2** - Baseline data be gathered for all waste producing activities in order to identify where scope for continuous improvement lies
  - Priority 3** - A Waste Action Group to be developed where ideas for waste minimisation initiatives can be discussed and fed back to each department
10. In conjunction with the above mechanism for waste reduction it is also recommended that a department walk-through be conducted and staff interviewed regarding any waste issues.

## summary

11. Due to the wide range of waste issues associated with a local authority, this first stage of an Internal Waste Strategy will focus on making suggestions for improvement in an office environment only. Once the proposals for further improvements have been agreed, then additional site and department based improvements can be developed. Attached at Annex 2 is an initial action plan outlining areas for improvement in an office environment.

**RECOMMENDED** that Members approve the principle of developing improved arrangements for the recycling of waste generated within the Council's buildings and centres of operation.

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## INTERNAL WASTE RECYCLING STRATEGY - ACTION PLAN

<b>Problems Identified</b>	<b>Waste Material Produced</b>	<b>Current Waste Reduction Activities</b>	<b>Further Action Required</b>	<b>Responsibility/Timescale</b>
Production of service instructions, internal documents, newsletters and messages	Mixed paper	Re-use of paper as scrap message pads where appropriate and recycling of paper	Reduce volume of paper used by emailing messages where possible. Encourage staff not to print off emails and print draft documents on scrap paper.	Central Resources and IT Departments March 2005
Printing of material	Used printer cartridges	Cartridges returned to manufacturer for refilling/recycling	Documents should only be printed when absolutely necessary. Remind staff to email and print double sided (see previous)	IT and Housing Department June 2005
Internal draft documents produced. Revisions made then final document produced.	Office white paper	Paper is recycled	Encourage greater use of the P drive to add to or amend documents prior to printing. Training is required in this area	IT and then all Heads of Department. September 2005
Copying of documents for staff meetings	White paper	Paper is recycled after use but would still be more cost effective not to generate from the outset	Photocopy all documents double sided but e-mail internal documents when ever possible. Additional training in double-sided copier use required.	Central Resources, IT and Housing Departments June 2005
Post received	Envelopes	None	Avoid mail-outs and develop greater use of e-mail and electronic transfer of leaflets, updates, letters etc. Re-use envelopes as part of the internal mail system.	All September 2005

<b>Problems Identified</b>	<b>Waste Material Produced</b>	<b>Current Waste Reduction Activities</b>	<b>Further Action Required</b>	<b>Responsibility/Timescale</b>
Goods delivered	Cardboard boxes	Recycled	Return unwanted items in used packaging	All September 2005
Catalogues received	Catalogues, pamphlets, junk mail	Newspapers/ catalogues recycled	Encourage all staff to remove their details from mailing lists and return to sender any unwanted catalogues. State to suppliers that a waste minimisation strategy is in place in order to reduce mail received.	All July 2005
Use of drinks machine	Cans	None	Introduce can recycling facilities	Housing Department (Cleaning Staff) in conjunction with Waste Project Manager August 2005
Eating/drinking lunch	Cans, tins, plastic film, foil, crisp packets, fruit and vegetables, plastic bottles.	None	Recycle cans and tins where possible. Encourage staff to use reusable containers instead of plastic/foil wrapping food. Investigate potential for a local milkman to deliver milk in bottles instead of staff buying cartons.	Housing Department (Cleaning Staff). July 2005
Drying of hands	Tissue paper	None	Encourage staff to use the electric hand dryer.	Housing Department and Union Representative. September 2005
Light bulbs	Bulbs	None	Bulbs to be recycled. Specialist company required, e.g., Biffa Waste Services	Housing Department September 2005

**COMMUNITY SERVICES COMMITTEE**

**16TH MARCH 2005**

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Report of the Acting Director of Community Services  
**REMOVAL OF PLAY AREAS - CHURCH RISE ESTATE, WILLINGTON**

**purpose of the report**

1. To seek Members approval for actions taken to date and future intended actions in respect of the removal of play areas and the adoption of the resulting open spaces at Church Rise Estate, Low Willington.

**background**

2. At the planning stages of the development proposals were included for five play areas. Only four were constructed by mutual agreement with the developer as the Council was in the process of reviewing its play area policy. It was therefore considered appropriate to suspend the construction of the fifth play area pending the outcome of Members' deliberations.
3. Members will recall that during 2004 agreement was reached in respect of a revised Council policy for the provision of play areas within the District. The main feature of the policy was that the Council can only retain responsibility (for insurance, maintenance and replacement) for 26 play areas, a reduction from the 56 in place at the time.
4. Members undertook a detailed and comprehensive process of selection in order to identify the 26 play areas to be retained and, therefore the 30 to be removed with the option that they be adopted by community groups.
5. As part of the selection process within the Willington area, it was decided that, after taking account of the other play areas within the area, the principal play area provision would be that provided at the new Town Green development.
6. The four play areas at Church Rise Estate were not part of the listed 56 play areas considered by Members as they had not been adopted by the Council at the time the debates were taking place. However, as the developer would not be taking responsibility for future maintenance and upkeep and the Council's limit of 26 play areas could not be compromised, there is no option but to remove the play areas.
7. Negotiations have taken place with the developer who is prepared to offer a further £5,448.70 (representing 50% of the cost to remove and reinstate the play areas) on top of the already agreed £42,730 Section 106 money over four of the five phases.



## **future action**

8. Subject to Members agreement residents of the development will be informed of the proposals to remove the play areas. Officers will allow a reasonable period between the information exercise and removal to allow residents to comment. After an appropriate period of time work will commence to remove the play areas and to landscape and reinstate and to bring to standard for adoption. They will then be subject to the Council's ongoing open space maintenance regime.

## **financial implications**

9. As mentioned earlier £42,259 will accrue to the Council (which will be reduced by £5,448 for the 50% contribution towards removal) which will be utilised for ongoing maintenance of open spaces and upkeep of play facilities in Willington.

**RECOMMENDED** that Members endorse actions taken to date by officers and approve the proposed future actions which will see the removal of the four play areas at Church Rise Estate, Willington.

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**COMMUNITY SERVICES COMMITTEE**

**16TH MARCH 2005**

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Report of the Acting Director of Community Services  
**SPECIAL EVENTS PROGRAMME 2005**

**purpose of the report**

1. To seek Members' approval for a programme of community-based events which it is intended to deliver during 2005.

**background**

2. Members are very familiar with the extent to which the Council has been able to deliver year on year a number of events which benefit the Council and the District in a number of ways. Amongst these benefits are:
  - (i) Provides opportunities for residents/visitors to engage in physical activity-based events which encourages them to obtain additional health benefits as a consequence of preparing for the challenge posed by participation in the event(s) and often leads to them continuing with physically improving activity post-event.
  - (ii) Encourages increased visitor numbers to the District and, assuming a positive experience, encourages them to return.
  - (iii) Projects positive images of the Council itself as an efficient and capable organiser of such events.
  - (iv) The level of media coverage obtained for some events is, in most instances, of greater value than the cost of staging the events.
3. In preparing the department's revenue budgets for 2005/06 estimates were made as to the cost (net of income) of a probable schedule of events. Officers are now in a position to confirm a proposed events schedule and that they can be delivered within the budget provision.

## proposed schedule of events

4. The following events are proposed for 2005:

Weardale Triathlon	Sunday, 5th June
Great North Walk	Sunday, 10th July
Proms in the Park	Sunday, 17th July
New Balance/Running Fitness Auckland Castle 10k Road Race	Sunday, 21st August
Fireworks Spectacular	Thursday, 3rd November
Centenary North Eastern Counties Cross Country Championships	Saturday, 10th December

5. Members will recall that they approved the staging of the North Eastern Cross Country Championships at their meeting of 26th March 2003 when they responded to an invitation from the North Eastern Counties Athletic Association to host the championships. They are keen to have an event staged to the standards which would do justice to the occasion and reflect one hundred years of the championships.
6. Members will also be pleased to note that the Auckland Castle 10k has again been designated the England National 10k Championships for 2005 after successfully hosting the championships in 2004.

## financial implications

7. In excess of £20,000 of external sponsorship has been obtained as contributions to the organisational costs of all of the events (not including Proms in the Park). Approximately £8,500 will be obtained as a result of entry fees. These estimates have been taken into account when establishing the budgets for the events.
8. In addition, New Balance will be contributing the prizes (in the form of sportswear) to the Weardale Triathlon. This represents a saving to Wear Valley District Council.

## legal implications

9. Details regarding all of the events will be submitted for consideration by the Wear Valley Safety Advisory Group which has approved previous versions of the events with the exception of the "one off" North Eastern Cross Country Championships.

## human resource implications

10. At the peak of the season of events there is considerable pressure on the administrative resources of the Community Services Department as they deal with entries being received for the various events. For example, it is not uncommon for the same post to contain entries for the Weardale Triathlon, the Great North Walk and the Auckland Castle 10k Road Race. All have to be entered onto discreet databases and entry fees properly accounted for.

11. On the basis of past experience it has been decided this year to employ an additional member of staff for approximately 2-3 months to assist with this task. The Durham Dales Primary Care Trust has offered to assist with the cost of this extra staffing resource.

**RECOMMENDED** that Members approve the proposed schedule of special events for 2005.

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**COMMUNITY SERVICES COMMITTEE**

**16TH MARCH 2005**

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Report of the Acting Director of Community Services  
**COMMUNITY SERVICES DEPARTMENT - SERVICE PLAN 2005/06**

**purpose of the report**

1. To present for Members' approval the proposed programme of work for the Community Services Department for 2005/06.

**background**

2. Each department is required to produce a comprehensive Service Plan document (see Annex 3) which sets out, for example:
  - Departmental profile (structural and financial)
  - Overview of the previous year's activity and key objectives for 2005/06.
  - Position statement regarding relevant best value performance indicators.
  - Departmental risk analysis
  - PEST and SWOT analysis
  - Balanced scorecard intentions
  - Action Plan for the year ahead

The latter requirement may well be considered the most important in terms of setting the agenda for the department for the year ahead.

3. The departmental Service Plan must take account of and be clearly derived from the overarching Council Plan. In turn the intentions of the (yet to be published) Community Plan should be reflected in the work programmes of the Community Services Department.
4. The programme of work for 2005/06 set out at Section 12 is very challenging with officers faced with the task of not only maintaining current levels of service but also moving some key issues forward in respect of:
  - Successful introduction of wheeled bin and green waste composting services in order to meet the next statutory recycling target of 18%.
  - Put in place required administrative arrangements with which to ensure adherence to new licensing responsibilities.
  - Develop Wear Valley District Council's responses/proposals to the government's recent health "white paper". This must be done in close partnership with, particularly, the Durham Dales Primary Care Trust.

- Lead on the Council's efforts to develop deliverable proposals for the future of fixed leisure provision in the District, which will be set out in:
  - A comprehensive leisure strategy which sets out a three year plan for the full spectrum of sporting, leisure, health, social, etc., provision.
5. This is the first year when efforts to "dovetail" the budget and service planning processes have broadly worked . Draft Service Plans were produced by November 2004. These have now been finalised taking account of decisions made in respect of the revenue and capital budgets of the Council which were endorsed at the Special Council Meeting of 18th February 2005.
  6. Clearly a great deal of work is already in hand if the programme of work set out in the Service Plan is to be delivered - largely as a consequence of the need to have necessary partnerships in place without which it would be impossible to achieve much of the intended objectives.
  7. Finally, if approved by Members, the key tasks set out in Section 10 (Action Plan for the year ahead) will be further developed by the relevant responsible officer in order to create the actions which are required to achieve the stated objective. These detailed work programmes will be set out in a separate document entitled "Development Steps".

**RECOMMENDED** that Members endorse the Community Services Department's Service Plan for 2005/06 and the programme of work for the year set out in the document.

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