

# Annual Audit and Inspection Letter

City of Durham District Council

Audit 2007/08

Date

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## Status of our reports

The Statement of Responsibilities of Auditors and Audited Bodies issued by the Audit Commission explains the respective responsibilities of auditors and of the audited body. Reports prepared by appointed auditors are addressed to non-executive directors/members or officers. They are prepared for the sole use of the audited body. Auditors accept no responsibility to:

- any director/member or officer in their individual capacity; or
  - any third party.
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# Key messages

- 1 This is our last Annual Audit and Inspection Letter before City of Durham District Council (the Council) ceases to exist on 31 March 2009. In this letter we comment upon the arrangements that are being put in place to manage the transfer of responsibilities to the new unitary council. We also draw attention to the key issues specific to the City of Durham Council that should be considered by the new unitary council.
- 2 The Council approaches the end its final year with a number of achievements to its credit. The demise of the Council through local government reorganisation (LGR) has not distracted it from focusing on priorities and providing high quality services. The Council has also been fully committed to ensuring that the transition to the new unitary council is as seamless as possible by openly sharing information, knowledge and intelligence. More than half of the Council's performance indicators have improved over the past year and one-third remain in the top 25 per cent, which matches the average for all district councils nationally. The Council has achieved improvements against its vision and strategic priorities and the arrangements for transfer of services due to LGR have been well organised through an agreed transition plan. Where it has the capacity and expertise the Council has contributed to the various LGR work streams.
- 3 In a period of significant change and uncertainty, with significant additional demands on officer time, the Council has continued to maintain, and in some cases strengthen, its arrangements for preparing its accounts and ensuring value for money. This is reflected in an unqualified opinion on the accounts, an unqualified value for money conclusion and a good use of resources assessment in 2007/08.
- 4 Over the last few months much of the Council's focus has been on maintaining services, and meeting the 2008/09 budget, in a managed way to continue to meet the needs of service users and deliver the financial commitments made to the new unitary council.
- 5 During the year we reviewed the Council's approach to access to services and the way sickness absence is managed. We undertook these reviews on a county wide basis. One of the key purposes being to identify the strengths and weakness of the services that needs to be passed on to the new unitary Council.

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## Action needed by the Council

- 6 As the Council enters the final phase of its existence Members need to maintain an appropriate focus on delivering services - particularly as key staff take up posts in the new unitary council or elsewhere. Alongside this members and officers need to manage the financial pressures that flow from the higher than planned transition costs of local government reorganisation, the credit crunch and from meeting the challenging savings targets built into its 2008/09 budget.

- 7 In terms of service performance there are a number of key issues arising from our work on access to services and managing sickness absence that need to be considered by the new unitary council and we suggest these reports are made available to it.

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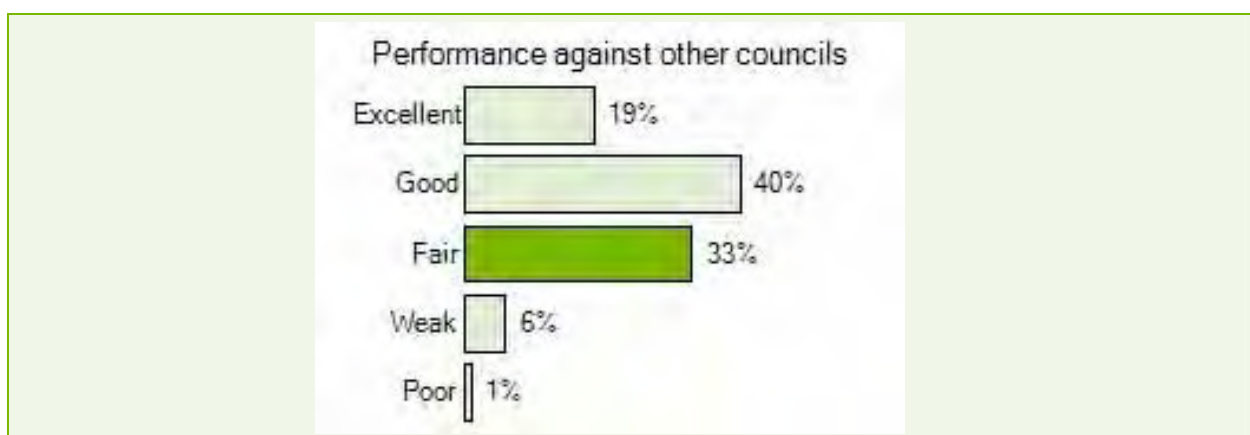
# Purpose, responsibilities and scope

- 8 This report provides an overall summary of the Audit Commission's assessment of the Council. It draws on the most recent Comprehensive Performance Assessment (CPA), the findings and conclusions from the audit of the Council for 2007/08 and from any inspections undertaken since the last Annual Audit and Inspection Letter.
- 9 We have addressed this letter to members as it is the responsibility of the Council to ensure that proper arrangements are in place for the conduct of its business and that it safeguards and properly accounts for public money. We have made recommendations to assist the Council in meeting its responsibilities.
- 10 This letter also communicates the significant issues to key external stakeholders, including members of the public. We will publish this letter on the Audit Commission website at [www.audit-commission.gov.uk](http://www.audit-commission.gov.uk). In addition the Council is planning to publish it on its website.
- 11 As your appointed auditor I am responsible for planning and carrying out an audit that meets the requirements of the Audit Commission's Code of Audit Practice (the Code). Under the Code, I review and report on:
  - the Council's accounts;
  - whether the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources (value for money conclusion); and
  - whether the Council's best value performance plan has been prepared and published in line with legislation and statutory guidance.
- 12 This letter includes the latest assessment on the Council's performance under the CPA framework, including our Direction of Travel report, and the results of any inspections carried out by the Audit Commission under section 10 of the Local Government Act 1999. It summarises the key issues arising from the CPA and any such inspections. Inspection reports are issued in accordance with the Audit Commission's duty under section 13 of the 1999 Act.
- 13 We have listed the reports issued to the Council relating to 2007/08 audit and inspection work at the end of this letter.

# How is City of Durham District Council performing?

- 14 City of Durham District Council was assessed as Fair in the Comprehensive Performance Assessment carried out in 2004. These assessments have been completed in all district councils and we are now updating these assessments, through an updated corporate assessment, in councils where there is evidence of change. However, the opportunity for the Council to apply for an updated corporate assessment was not available once the LGR process commenced. The following chart is the latest position across all district councils.

**Figure 1 Overall performance of district councils in CPA**



Source: Audit Commission

## Direction of Travel report

### Summary

- 15 The City of Durham Council approaches the end its final year with a number of achievements to its credit. The demise of the Council through local government reorganisation (LGR) has not distracted it from focusing on priorities and providing high quality services. The Council has also been fully committed to ensuring that the transition to the new unitary council is as seamless as possible by openly sharing information, knowledge and intelligence. Public satisfaction with the Council remains high.
- 16 The Council is mindful of the potential for political disengagement as vesting day approaches. However, Councillors remain committed to the Council and to the delivery of services.

## How is City of Durham District Council performing?

- 17 The Council has achieved improvements against its vision and strategic priorities. Business and communication with the public has generally improved in what was already regarded as a good service. The Council continues to be well managed and arrangements for close-down due to LGR have been well organised through an agreed Transition Plan. Where it has the capacity and expertise the Council has contributed to the various LGR work streams.
- 18 Sport and leisure facilities for local people have improved significantly with the opening of the Freeman's Quay leisure centre. Since opening in July 2008 the centre has recorded high attendance figures and the number of annual membership subscriptions is increasing steadily. The leisure centre offers a range of concessionary fitness activities, including from April 2009, a free swimming programme for people aged under 18 and those over 60.
- 19 The Council has done well in terms of job creation relative to other coalfield areas, mainly due to tourism, retail and the university. This has resulted in population growth, but in general new jobs have been taken by commuters. This has not been a major problem as unemployment in the district is relatively low.
- 20 More than half of the Council's performance indicators have improved over the past year and one-third remain in the top 25 per cent; this matches the average of all district councils nationally. The amount of recycling and composting has improved significantly since the introduction of a new collection scheme in April 2008, and the amount of other household waste collected has reduced. Public satisfaction with the cleanliness of public spaces remains high.
- 21 The Housing Inspection (August 2008) assessed the Council as providing a fair, one-star, service with uncertain prospects of improvement. The Council has clear policies setting out affordable housing quotas which are being met, and a highly effective Public Private Partnership is delivering affordable housing and low cost home ownership within the area. Although the quality of the Council's housing stock has improved significantly in the last year about one-third are still assessed as being non-decent and tenant satisfaction levels are relatively low. The Council has developed a plan to address identified weaknesses.
- 22 For many years Durham has been a safe place to live, work and visit. Levels of crime and the public's fear of crime (as measured by survey) remain among the lowest in the country.

### What evidence is there of the Council improving outcomes?

- 23 The Council has made good progress against its vision and strategic priorities. The vision focuses on three themes: flourishing communities; quality public services; and Durham as capital city; these three themes are underpinned by ten strategic priorities. Over the past year the focus for investment has been in these priority areas and the Council has seen improvements in both performance and outcomes.
- 24 The Audit Commission's basket of performance indicators (December 2008) shows that, overall, the Council has maintained its performance from last year and overall public satisfaction with the Council remains high. The Council improved in 56 per cent of its performance indicators (PIs) and has 33 per cent of PIs in the top 25 per cent; these performances equal the average for district councils nationally.

- 25 The greatest improvement over the year was in local environment PIs (waste management, cleanliness and land use) with 70 per cent of Council PIs improving (district average 68 per cent), placing 57 per cent of Council PIs in the top 25 per cent nationally (district average 35 per cent). The introduction of a kerbside recycling collection scheme increased the recycled tonnage by some 67 per cent when compared to the same period last year. Public land is perceived to be relatively free from graffiti and fly-posting and public satisfaction with the cleanliness of public spaces remains relatively high.
- 26 Performance relating to housing management is mixed. The Housing Inspection (August 2008) assessed the Council as providing a fair, one-star, service with uncertain prospects of improvement. The quality of the Council's housing stock has improved in the last year and the proportion that were classed as non-decent has reduced; however, at 34 per cent, it remains high relative to other district councils. Tenant satisfaction levels are relatively low. Improvements to the homelessness service since the Review of Strategic Housing have led to a marked decrease in homelessness presentations for the first half of the financial year; a reduction of about 70 per cent against the same period in the previous year.
- 27 The Council has made good progress with its flourishing communities programme. Working in partnership with the Durham Villages Regeneration Company the Council adopted an ambitious plan to realise the potential of its land assets. This partnership has delivered significant community benefits in terms of affordable housing, enhanced access and better community facilities. The Council's Flourishing Communities Fund, which allows communities within the district to bid for resources to support local projects, has helped more than 50 groups and organisations to achieve their aspirations and improve the quality of life for their local communities. The Council's Community Development team links directly with groups wishing to access the Fund and provides support for them through the application process.
- 28 The most prestigious non-housing development for the Durham Villages Regeneration Company was the Freeman's Quay leisure centre, built near the river bank in the City Centre. The development opened in July 2008 and offers a comprehensive range of high quality leisure and sporting facilities representing a major contribution to the future health and wellbeing of the citizens of Durham. Since opening, the centre has recorded high attendance figures and the number of annual membership subscriptions is increasing steadily. The leisure centre offers a range of concessionary fitness activities, including from April 2009, a free swimming programme for people aged under 18 or over 60.
- 29 The Council has adopted a Sustainable Development Policy to minimise the adverse impacts of its activities while improving the current and future quality of life for its citizens. The policy covers a wide range of measures including sustainable consumption and production, climate change and energy, natural resource protection, environmental enhancement and sustainable communities. The Council has made progress in each of these areas since its adoption of the policy.
- 30 Over the past twelve months the Council has improved its city centre environment by working with partners such as the Police, the University and local licensees on the Nightsafe and Best Bar None initiatives. These initiatives are helping to manage the effects of the city's growing night time economy by creating a vibrant but safe city-



## How is City of Durham District Council performing?

centre environment. The initiatives have resulted in a 34 per cent reduction in violent crime in the city centre.

- 31 The Council is aware that there are many barriers (transport in particular) for local people when accessing its services. The Council has made arrangements to take some services, such as benefits, housing, mobile and neighbourhood wardens out to local communities and into people's homes. The neighbourhood warden service is acting as a direct link between the public and all of the Council's services. The service is also helping to manage the local environment by working proactively with partners on a wide range of issues including making the district a cleaner and safer place to live.
- 32 Research by the Audit Commission for its report 'A mine of opportunities - Local authorities and the regeneration of the English coalfields' (2008) suggests that the Council has done well in terms of job creation relative to other coalfield areas, mainly due to tourism, retail and the university. As a result, there has been growth in the local population, but in general new jobs have been taken by commuters. However, this has not been a major problem as unemployment in the district is relatively low.
- 33 Once again the Council received a top award for the Best Small City in the Northumbria in Bloom Competition. The judge's report confirmed that high standards of green space and environmental quality are being achieved throughout the district and commented on the valuable contribution to the quality of life being achieved through various environmental campaigns.
- 34 The Council has continued to support the very successful, annual Future Business Magnates competition aimed at engaging young people from local schools in entrepreneurial activities with local businesses. The Council's Business and Regeneration Policy group is looking for new ideas and projects, similar to the future business magnates' competition, to support business and regeneration in the new unitary council.
- 35 The Council is helping to improve the quality public services. Communication with residents is a priority for the Council and this is primarily achieved through the Durham City News and the publication of the Council's Annual Plan and information regarding strategic priorities. In addition, improvements have continued in Customer Services where telephone response times reduced by 54 per cent between April and September 2008; further implementation of the County-wide customer relationships management system (CRM) is helping to provide more streamlined and efficient service delivery.
- 36 During the past year the Council implemented processes to more accurately record and report on such things as street scene and refuse queries, anti social behaviour, complaints, refuse collection matters and avoidable contact. Council officers are working with the other constituent councils of the new unitary council to determine a consistent approach to avoidable contact (National Indicator 14) which aims to minimise the proportion of customer contact that is of little or no value to the customer.
- 37 Underlying the CRM at district and county level is the Local Land and Property Gazetteer (LLPG) which should provide a unified and consistent list of addresses within the area. The Council's implementation of the LLPG has been recognised by

the award of Exemplar status by IDeA. The Council's CityInfo walk-in advice centres allow local residents to resolve many Council-related enquiries on the spot. Any unresolved queries are referred on to the appropriate Council officer using the LLPG to link the query to relevant information.

- 38 The housing benefits service has seen improvements in service delivery. The time taken to process new claims has reduced over the past year and the service has a good performance in other indicators relating to the accuracy and timeliness of processing of benefits claims. In October 2008, the partnership between Derwentside, Sedgefield, Durham City and Chester-le-Street councils resulted in an award from the Institute of Revenues, Rating and Valuation. The councils worked together to streamline their review process for benefit customers which led to a faster, fairer and more efficient service.
- 39 The financial performance of the Gala Theatre and Cinema complex has continued to improve, with turnover reaching some £2.6 million in 2007/08 with an estimated contribution of more than £6 million per year to the local economy.
- 40 The Council provides value for money. There is a strong corporate approach to delivering value for money and efficiency targets are being exceeded. Inward investment is evident and arrangements to assess how services should be delivered to deliver efficiencies are robust.
- 41 In 2007/08 the Council continued to generate efficiency savings, both cashable and non-cashable, maintaining the efficiency savings generated in previous years and achieving a further saving in excess of £1 million. In addition, the Council generated substantial savings from improved asset management arrangements, including the transfer and disposal of land and property valued at over £13 million. Actual efficiency savings for 2008/09 are on track to be significantly above target.
- 42 Through more robust management arrangements sickness absence levels have reduced considerably, from 12.3 days per FTE last year to 9.9 days per FTE this year, representing a saving in establishment costs of some £111,000.
- 43 The Council has continued to make progress with its ambition to see Durham City regarded as capital city of the north. The Council's Tourism Service has made major contributions to the success of the city and district by attracting visitors and new businesses to the area. Local residents have also benefited from better visitor management. The city and the surrounding district now receive some 3.7 million visitors each year, contributing an estimated £146 million to the local economy and supporting over 2,500 jobs. However, a recent report from the City of Culture Project Board suggests that Durham's visitor economy still 'hovers at the bottom of the league of English Heritage Cities'.
- 44 Expenditure on culture and heritage remains high but this is consistent with the Council's capital city and flourishing communities' priorities. Public satisfaction levels remain high for theatres, concert halls, museums, galleries and libraries, but remain relatively low for parks and open spaces. The Council has improved its performance in preserving the special character of its conservation areas.
- 45 With the completion of alterations in the Town Hall to improve physical access, all public buildings in the district are fully compliant with the Disability Discrimination

## How is City of Durham District Council performing?

Act. The management team is promoting the Town Hall as a major cultural venue in the City and now offers meeting and function facilities and formal tours for citizens and visitors.

- 46 In the ongoing process of LGR the Council is taking steps to protect the city's civic and ceremonial rights of the office of Mayor and the Bodyguard and has requested permission from the county council to set up a Charter Trust to protect these civic institutions and the historic and civic rights and privileges enjoyed by the City.

### How much progress is being made to implement improvement plans to sustain future improvement?

- 47 Last year we reported how the Council had undertaken a major restructuring exercise to align elements within Finance, Strategic Services and Corporate Services to better reflect external demands. The Council's medium term financial plan has developed in line with its corporate aims and objectives and is designed to provide a financial strategy to underpin the Corporate Performance Plan. The Council's plans provide clear links between the priorities and objectives outlined in its sustainable community strategy. Corporate objectives and targets are cascaded through service plans and into staff plans and annual appraisals.
- 48 The Council has invested in ensuring that it has the capacity and skills to deliver improved services, better productivity and greater customer focus. However, as the establishment of the new unitary council draws nearer this may result in more key staff leaving the Council, impacting on its ability to maintain its core functions and services in its last few months of existence.
- 49 The Council's Transition Plan (January 2008 - April 2009) has facilitated the effective management of resources over the LGR transition period. The plan set out revised priorities for service improvement, investment and savings during the transition period; it also identified the key issues that the city Council had planned to address and which the new unitary council will need to consider.
- 50 Management of risk was integral to the continued successful operation of the Council and to its plans for stability or improvement over the LGR transition period. The Council established a transitional risk register, to replace its strategic risk register, and focused specifically on the risks associated with LGR. The transitional risk register is reviewed monthly. The Council has been active in the development of the Risk Management Policy and Strategy for the new unitary council where a key risk is the potential loss of local knowledge and experience through a lack of continuity amongst senior officer from this and the other district councils.
- 51 The Council has continued with its robust performance management framework. Cabinet and management team receive performance and budgetary updates through a quarterly, composite, exception report. Performance reports are also available to Audit and Scrutiny Committees. Scrutiny arrangements have also been effective and scrutiny reports are now being shared with the Durham county council overview and scrutiny committee to be distributed to the relevant LGR work streams.
- 52 A key risk for the new unitary council is the potential loss of local knowledge and experience through the lack of continuity amongst senior officer from this and other district councils.

## Service inspections

### Access to Services

- 53 An inspection of access to services in County Durham covering all eight local councils in the county was undertaken in 2008. The inspection was not a detailed review of the approach taken by each individual district or the county council and therefore does not make judgements about individual councils or have scored judgements. The purpose of the inspection was to gain a county wide perspective on access to services and identify key issues for the new unitary council.
- 54 Overall the review found that all councils in County Durham have a strong commitment to improve the way in which local people can access their services and they have taken a broad range of approaches. There is strong leadership across the county which is championing customer care, together with a genuine commitment and positive attitude to developing new approaches. All of the councils have had an explicit vision or priority to improve customer services for some time. However several councils have halted their improvement programmes due to LGR.
- 55 The final report was published in July 2008 and the key findings for the Council have been incorporated into our Direction of Travel report.

### Strategic Housing Services

- 56 During 2008 an inspection of strategic housing services was undertaken and found that the Council provided a fair service with uncertain prospects of improvement.
- 57 It has clear policies and a highly effective public private partnership is delivering affordable housing. The housing strategy is fit for purpose. It understands stock condition but not the housing needs of vulnerable people. Houses in Multiple Occupation are being licensed. There is a strong corporate approach to delivering value for money and securing inward investment, but this is not yet applied to the strategic housing services. Inward investment is strong. The Council is successful in resolving customer queries at the first point of contact and engaging with communities. There is some effective joint working e.g. Crime and Disorder Reduction Partnership.
- 58 However, it is not easy for some customers to access advice and services. The strategic direction for dealing with homelessness issues is weak. Some homelessness prevention initiatives are under developed. Private sector housing is not coordinated and integrated with the strategic housing services. Good equalities and diversity policies and profiling of customers are not fully implemented. The Council lacks a track record of implementing aims and objectives for strategic housing services and monitoring outcomes. Plans for local government reorganisation are adversely impacting on the Council's capacity.

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# The audit of the accounts and value for money

As your appointed auditor I have reported separately to the Council on the issues arising from our 2007/08 audit and have issued:

- my audit report, providing an unqualified opinion on your accounts and a conclusion on your value for money (VfM) arrangements to say that these arrangements are adequate on 30 September 2008; and
- a report on the Best Value Performance Plan confirming that the plan has been audited.

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## The key issues arising

- 59** The overall quality of financial reporting is good. A small number of amendments were made to the financial statements mainly due to the treatment of Council house depreciation. The working papers were of a good standard and were well referenced and have continued to improve year on year. There are some options for continued improvement, including the use of hyper-linking between documents and the production of supporting papers flowing from the main statements.
- 60** Overall the Council has good management arrangements for ensuring data quality and during the past year has made further improvements in a number of areas. Our testing of two national performance indicators for the speed of processing of housing and council tax benefit claims and the speed of processing of housing and council tax benefit changes found that they were fairly stated.

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## Use of Resources

- 61** The findings of the auditor are an important component of the CPA framework described above. In particular the Use of Resources score is derived from the assessments made by the auditor in the following areas.
- Financial reporting (including the preparation of the accounts of the Council and the way these are presented to the public).
  - Financial management (including how the financial management is integrated with strategy to support council priorities).
  - Financial standing (including the strength of the Council's financial position).
  - Internal control (including how effectively the Council maintains proper stewardship and control of its finances).
  - Value for money (including an assessment of how well the Council balances the costs and quality of its services).

- 62 For the purposes of the CPA we have assessed the Council's arrangements for use of resources in these five areas as follows.

### Table 1 Use of resources scores

Despite the additional demands placed upon the Council due to the implementation of LGR, the Council has continued to maintain and, in some areas, strengthen its arrangements

Element	2007/08 assessment	2006/07 assessment
Financial reporting	3 out of 4	3 out of 4
Financial management	3 out of 4	3 out of 4
Financial standing	3 out of 4	3 out of 4
Internal control	3 out of 4	3 out of 4
Value for money	3 out of 4	3 out of 4
<b>Overall assessment of the Audit Commission</b>	<b>3 out of 4</b>	<b>3 out of 4</b>

Note: 1 – lowest, 4 = highest

- 63 The Council has faced particular difficulties in 2007/08 due to the loss of key staff and the additional pressures and uncertainties created in the demising period before LGR. Despite these challenges our work has shown that the Council has maintained its performance in the areas reviewed as part of this year's use of resources assessment.
- 64 Our work has shown that the Council has robust procedures in place and maintained its scores in all five areas of the assessment. There was one issue which led to a reduction in one of the sub themes for financial reporting to change, which is summarised in paragraph 22 above. However, the Council's strong arrangements for promoting external accountability, notably in relation to the publication of the annual report, led us to award a score of four for this area. This meant that that the overall score for financial reporting was maintained at level three.

### Local Risk Work

#### Managing Sickness Absence

- 65 During the year we under took a review across the councils in Durham and Tees Valley on management of absence from work especially sickness absence. Across the councils in Durham we found that there were clear policies and procedures in place and comprehensive data available to monitor and improve sickness absence levels, but the application of the policies and procedures was inconsistent.

- 66 We found that the Council has regular training for managers on the systems and approach to managing absence; comprehensive guidance with clear responsibilities for staff and managers; and the counselling and advice service was well received.
- 67 The final report was issued in May 2008 and included a number of overall findings relevant to the operation of the new unitary council.



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## Looking ahead

- 68 For the 2008/09 financial year we will not carry out an assessment of the Council's use of resources arrangements. We will audit your financial statements for 2008/09 and also give our conclusion on the adequacy of your arrangements for securing economy, efficiency and effectiveness of the Council's use of its resources. We expect to report our value for money conclusion and opinion on the 2008/09 accounts along with our 2009 Annual Audit Letter to the new unitary council in September 2009.
- 69 In the final months of the Council's existence we will continue to work closely with officers to ensure that any remaining audit work is completed and reported efficiently.



# Closing remarks

- 70** This letter has been discussed and agreed with senior managers, including the Executive Director. A copy of the letter will be presented at the cabinet on the 18 February 2009. Copies also need to be provided to all Council members.
- 71** Further detailed findings, conclusions and recommendations on the areas covered by audit and inspection work are included in the reports issued to the Council during the year.

**Table 2 Reports issued**

Report	Date of issue
Audit and inspection plan	June 2007
Annual Governance Report	September 2008
Opinion on financial statements	September 2008
Value for money conclusion	September 2008
Final accounts memorandum	November 2008
Access to Services	October 2008
Managing sickness absence	May 2008
Strategic Housing Services	August 2008
Annual audit and inspection letter	February 2009

- 72** In a period of significant change, we remain grateful for the Council's continuing positive and constructive approach to audit and inspection work. With this in mind we wish to thank the Council's staff for their support and cooperation during the audit. We would also like to take this opportunity to wish the staff and members of the Council well for the future.

## Availability of this letter

- 73** This letter will be published on the Audit Commission's website at [www.audit-commission.gov.uk](http://www.audit-commission.gov.uk), and also on the Council's website.

**Marion Talbot**  
**Comprehensive Area Assessment Lead**  
**February 2009**

**Cameron Waddell**  
**District Auditor**

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## Agenda Item 5(a)

**STATUS PUBLIC**

<b>Portfolio Member/Director</b> Councillor Dennis Southwell/ Paul Darby	<b>Portfolio</b> Finance
<b>Subject</b> Financial Report for the Period 01.04.08 to 31.12.08 – Incorporating a Probable Outturn Position at 31.03.09	<b>Date</b> 18 February 2009
	<b>Forward Plan</b> No
<b>Contact Officer</b> Paul Darby, Director of Financial Services Tel: 0191 301 8622 Email: <a href="mailto:pdarby@durhamcity.gov.uk">pdarby@durhamcity.gov.uk</a>	<b>Previous Minutes</b> Minute Numbers 163 – (03/09/2008) and 286 – (26/11/2008)
<b>Purpose of Report</b> <p>The purpose of this report is to consider the City Council's financial performance for the period 1 April 2008 to 31 December 2008, highlighting areas of over and under spend against the year to date budgets and projecting this to the year end, taking into account known actions and issues for the remaining months of this financial year for the following:</p> <ul style="list-style-type: none"> <li>◆ General Fund Revenue Account</li> <li>◆ Housing Revenue Account</li> <li>◆ General Fund Capital Programme</li> <li>◆ HRA Housing Business Plan – Capital Expenditure</li> </ul> <p>The report also provides details of the position against a range of additional "balance sheet" financial information at 31 December 2008. Reporting of such data is a key requirement of the Audit Commission's Use of Resources assessment framework.</p>	
<b>Executive Summary</b> <p><b>General Fund Revenue Account</b>  For the period 1 April to 31 December 2008, the City Council's net expenditure stands at £10,745,741 compared to a profiled budget for this period of £10,209,405, £536,336 or 5.25%, more than anticipated.</p> <p>The City Council's anticipated General Fund net expenditure at 31 March 2009 is £14,735,745 against an original budget (gross of planned use of balances) of £14,377,771 an estimated budget deficit, after taking into account the planned use of reserves in respect of LGR transition issues and job evaluation implementation costs of £357,974 or 2.5%.</p> <p><b>Housing Revenue Account</b>  Gross expenditure on Council Housing at the end of December 2008, including HRA negative subsidy payable to the Government, was £12,980,382 compared to a profiled budget of £12,536,344 – a £444,038 over spend; or 3.5%. Gross income from Housing Rents and other income, stands at £12,577,487 compared to a profiled budget of £12,438,979 – additional income of £138,508 or 1.1%. The net overspend on the HRA therefore standing at £305,530 at the end of December 2008, compared to an anticipated deficit position of £97,365.</p>	

**Executive Summary (Continued...)**

The probable outturn for the HRA at 31 March 2009 has been calculated using the December position. Gross expenditure on Council Housing at the end of the financial year, including HRA negative subsidy payable to the Government, is anticipated to be £17,088,467 compared to a budget of £17,056,676 – a £31,791 over spend; or 0.2%. Gross income from Housing Rents and other income for the end of the year are estimated to be £17,185,265, compared to a budget of £17,056,676 – additional income of £128,589; or 0.8%. Therefore the HRA is forecast to return a net £96,798 underspend at the year-end.

***General Fund Capital Programme***

Gross expenditure at 31 December 2008 amounted to £2,105,961, which equates to approximately 75% of the (revised) planned total General Fund capital expenditure for the year of £2,803,854. The revised capital programme includes underspends brought forward from 2007/08. Of the balance left to spend direct payments in respect of the Freeman's Quay LC, relating to outstanding payments in respect of the Needles fence arts commission of £156,387, account for 22% of the remaining budget; £129,094 (or 18%) is in relation to Disabled Facilities Grants and Home Repair Loans; and £195,580 (28%) is in respect of schemes directed towards the regeneration of Public Spaces (environmental improvements and play areas etc).

***HRA Housing Business Plan – Capital Expenditure***

Gross expenditure at 31 December 2008 against the HRA Housing Business Plan (Capital Expenditure only) amounted to £3,909,748, compared with the revised annual total gross expenditure of £4,849,300. Therefore at the end of December, approximately 81% of the planned total HRA Housing Business Plan (Capital Expenditure only) had been incurred.

***Ushaw Moor Community Investment Fund***

At 31 December 2008 £232,885 (72%) expenditure has been incurred against the approved schemes in the Ushaw Moor Community Investment Fund. It is anticipated that the outstanding commitments of £91,237 will be fully expended by the end of the financial year.

***Bowburn Community Investment Funds***

Gross expenditure at 31 December 2008 against the Bowburn Community Investment Fund amounted to £38,253, compared with the revised annual total gross expenditure of £545,180. Therefore at the end of December, approximately 7% of the planned total expenditure for the year had been incurred. Of the balance left to spend, the Bowburn Park Refurbishment scheme, accounts for 78% of the unspent balance at 31 December, which is planned for completion in three phases, with partnership funding secured for Phases I and II, and which are due to be completed in 2008/09. Phase III will follow in 2009/10 providing partnership funding is secured. The Council's match funding towards this scheme has been carried forward to 2009/10. It is anticipated that all outstanding commitments will be fully expended by the end of the financial year.

A full report detailing the Council's financial position and the reasons for any under or over spending across each budget head can be found at Appendix A. This report and its associated Annexes also set out full details of the revisions to the Capital Programmes and the position against a range of additional "balance sheet" financial information at 31 December 2008 – with comparative figures provided for 31 December 2007 and 31 March 2008.

### **Portfolio Member Recommendations or items Requiring a Cabinet Decision**

That Cabinet note the financial performance in the period 1 April to 31 December 2008, the estimated outturn position at 31 March 2009 and the projected year-end balances in terms of the General Fund Reserve, the Housing Revenue Account Working Balance and other Earmarked Funds and Reserves;

That Cabinet note and agree the Programmes and Financing arrangements as set out in the Appendix in terms of the General Fund Capital Programme and Housing Business Plan; and

That Cabinet note the year to date position for the various key balance sheet items reported, including the movement on earmarked and non-earmarked funds;

### **Reasons for Recommendations**

To present and account for the City Council's financial performance to 31 December and project this to the year-end to give Members an estimated outturn position and the estimated impact that this will have on its reserves and balances.

To ensure that Members are aware of areas of over and under spend against its approved budgets and the reasons for this, together with any mitigating actions that is being taken to address any issues that have arisen.

This report is an integral part of the Council's Corporate and Financial Governance arrangements.

### **Alternative Options to be Considered**

Members may wish to ignore or amend the adjustments made to the capital programme, or ignore the advice of Officers regarding application of reserves and balances. However, the figures included in the report are factual and the amendments to Capital programmes and its financing are in line with decisions taken by Council (26 February 2008 – re approval of the budget framework and 30 June 2008 – re carry forward of underspends in 2007/08).

### **LGR Implications**

There are no issues relating to this report that warrant any further clarification or approval from Durham County Council under the provisions of Local Government and Involvement in Health Act.

Members should note however that the County Treasurer has been requested to include summary details of the District Councils financial performance against its 2008/09 budgets, together with details of general and earmarked reserves and balances held, use of these and forecast position at 31 March 2009 with the financial monitoring reports considered by the County Council Cabinet on a quarterly basis.

Summary information setting out the year to date financial performance and estimated outturn position for the General Fund; HRA and the Capital Programmes, together with a full schedule of reserves and balances at 1 April 2008 and forecast position at 31 March 2009 has been provided to the County Council's Corporate Director of Resources.

### **Consultation**

Each budget is assigned to a responsible Officer and relevant Director / Head of Service – these are deemed the “budget holders”. Once approved by Council, all budgets are loaded and profiled within the Council’s Financial Management Information System based on anticipated spending patterns within various services. Monthly budget reports are produced directly from the financial management system and considered within departmental management teams on a monthly basis. A summary overall year to date position is considered by Officers’ Management Team on a monthly basis.

Service Managers have investigated and provided reasons for year to date variances and have been fully involved in the preparation of outturn projections. In addition, the Council’s Officers’ Management Team have considered and approved this report as both a true reflection of the Council’s financial performance to 31 December 2008.

### **Financial, Legal and Risk Implications**

There are no specific legal risks associated with this report.

Financial risks from a forecast reduction in Right to Buy capital receipts have been mitigated through revisions to the Capital Programmes as set out above and in the attached appendices. Officers’ Management Team will continue to monitor this situation closely on a monthly basis.

In terms of the General Fund Revenue position, Members will note that the current housing market conditions have had a significant impact on the 2008/09 budgets. Indeed, the provisional outturn forecast, and it should be stressed that this is a provisional (though prudent), shows a requirement to transfer the entire £700K from the Strategic Emergency Reserve to cover the shortfall in resources within the General Reserve. This will take the balance on this reserve to zero, below the minimum level approved by Council. Officers’ Management Team and Budget Holders are closely monitoring the situation on a monthly basis and are taking all necessary action to mitigate against this eventually and reduce the overspend forecast at this time.

Members should also note that there is a contingent liability held within the 2007/08 Statement of Accounts relating to the potential costs (reclaimed ERDF) in respect of the Millennium City development. Total potential liability exposure amounts to £1.172M, which is not reflected in this report. As Members will recall, Central Government (through the Government Office North East) are disputing this on behalf of the City Council. The outcome of the appeal is unknown and will not potentially be known for some months to come.

The quality of the information included in this report is to a great extent based on the quality of the data contained within the financial management system and is therefore reliant on the internal controls and performance management frameworks within the Council to ensure this is accurate and reliable. The internal control environment that exists within the Council provides for regular (weekly / monthly) reconciliation’s of key business critical systems. These controls extend to detailed procedures notes and their application is tested via internal and external audit. No significant issues have been identified.

### **Resource Implications**

The financial performance to 31 December 2008, impact on reserves and balances, details of the revisions to the capital programmes and the current position in respect of key balance sheet items are set out in detail in Appendix A. There are no other resource implications arising from this report.

### **Timescale for Action**

Not applicable – the recommendations contained within this report are not time related, save for the 2008/09 financial year end being 31 March 2009.

**Associated Policies and Plans**

- Annual Statement of Accounts 2007/08 (Approved by Council 30 June 2008);
- Revenue and Capital Budgets 2008/09 (Approved by Council 26 February 2008);

**Supporting Documents**

- Appendix A – Financial Report for the Period 01/07/08 to 31/12/08 – Incorporating Probable Outturn position at 31 March 2009.

**Background Papers**

- Financial Report for the Period 01/04/08 to 30/06/08 – Incorporating a Probable Outturn Position at 31/03/09 – Report to Cabinet 03/09/08
- Financial Report for the Period 01/04/08 to 30/09/08 – Incorporating a Probable Outturn Position at 31/03/09 – Report to Cabinet 26/11/08
- Monthly Budgetary Control Reports to Officers' Management Team; and
- Agresso Financial Management System – Monthly Budgetary Control Reports






**Financial Report for the  
Period 01.04.08 to  
31.12.08 – Incorporating a  
Probable Outturn  
Position at 31.03.09**

**Paul Darby, CPFA  
Director of Financial Services**

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## 1.0 INTRODUCTION

- 1.1 The purpose of this report is to consider the City Council's financial performance for the period 1 April 2008 to 31 December 2008, highlighting areas of over and under spend against the year to date budgets and projecting this to the year end, taking into account known actions and issues for the remaining months of this financial year for the following:
- General Fund Revenue Account
  - Housing Revenue Account
  - General Fund Capital Programme
  - HRA Housing Business Plan – Capital Expenditure
- 1.2 The report also includes a range of additional “balance sheet” financial information at 31 December 2008 – with the comparative position shown at 31 December 2007 and 31 March 2008 for these items. In year balance sheet reporting helps to improve the Council's financial and corporate governance arrangements and is a key requirement of the Audit Commissions Use of Resources assessment framework. The balance sheet items contained in the report build on other financial information provided to Cabinet, such as Treasury Management activity in terms of external loans and investments (reported in the quarterly Treasury Management reports to Cabinet) and bad debts provisions, outlined within write off reports considered by Cabinet.
- 1.3 The Annexes attached provide details (on a cost centre / budget head by budget head basis) of the position at 31 December and the projected outturn position at the year-end. To assist understanding and focus attention in terms of action planning, the annexes attached include a flag to indicate the following: -
- 1 A 'Green Arrow' [] indicates a variance of less than £10,000 and 10%, no action is required in these circumstances and no specific comment is made within the report to members.
  - 2 An 'Amber Triangle' [] indicates a variance of either more than £10,000 or 10%, in this circumstance the variance will be investigated but may result in no action or no comment in the report
  - 3 A 'Red Circle' [] indicates a variance of more than £10,000 and 10%, in these circumstances the variance will be fully investigated and an explanation will be given in the report

## 2.0 GENERAL FUND REVENUE ACCOUNT

- 2.1 For the period 1 April to 31 December 2008, the City Council's net expenditure stands at £10,745,741 compared to a profiled budget for this period of £10,209,405, £536,336, or 5.3%, more than anticipated. A detailed summary is attached at Annex - Item 1. This includes the impact of a full reappraisal of central support services recharges budgets at 31 December and therefore shows the year to date actual position with any under and overspends against central support services taken fully into account.

- 2.2 The actual spend position as at the 31 December 2008 includes the draft provision pay award settlement of 2.45% (the budgets included a provision for a 2.5% increase).
- 2.3 As in Quarters 1 and 2 this monitoring report includes a detailed projection in terms of the probable outturn position for the financial year-end. Action has been taken across a number of budgets to manage the position presented for members consideration and Officers' Management Team continue to work to mitigate, as far as possible, the impact of the current economic circumstances.
- 2.4 Finance Officers have worked closely with all budget holders to determine the reasons for any over and under spending at 31 December and to forecast, based on existing planned activity and current economic conditions, whether this will be a feature at the year-end. Based on this work, the City Council's anticipated General Fund net expenditure at 31 March 2009 is forecast at £14,735,745. This can be compared with the base budget position of £14,377,771 – a budget deficit of £357,974 or 2.5%. This assumes that no further allocations are made from the Business Continuity / Services Initiatives budget and that this therefore underspends by £232,934. It also assumes that should the Job Evaluation process be concluded prior to vesting day any movements in pay grades will not be back dated and revised pay grades will be implemented from the agreement date. As an agreement is not anticipated until at least March, 11/12ths or £275,000 of the Job Evaluation Reserve has been transferred to General Reserves. Adding the £275,000 and the £357,974 to the planned use of General Reserves within the budget framework (£502,637), results in a revised forecast total call on General Fund balances of £1,135,611 at the year-end.
- 2.5 As members will recall the position reported in November was that there would be a total call on General Reserves of £1,093,462 at 31 March 2009, compared to the budgeted position of £502,637 – an additional call on balances of £590,825. As members may also recall, the previously projected position accommodated a number of significant one-off issues, all of which related to the economic down turn experienced in the spring of 2008, (after the budgets were set) specifically: -
- The loss of DVRC dividends of £700,000;
  - Reduced Interest Receivable on External Investments of £65,300;
  - Reduction in Local Land Charge Income of £137,000;
  - Planning Appeal Costs of £46,000;
  - Reduced Housing Planning and Delivery grant and Planning fee Income of £108,000;
  - Reduced Building Control Fee Income of £68,300; and
  - Reduced Fees and Charges in Leisure Centre's of £100,000
- 2.6 The above factors total £1,224,600, and all these issues were accommodated within the previously forecast "overspend" of £590,825. Effectively the City Council was forecasting to offset the £1.225M additional pressures by savings and efficiencies elsewhere within the budgets to the tune of £633,775.
- 2.7 The updated position included in this report still factors in these issues, together with a number of other major issues that have come to light since the date of the previous report. The revised outturn includes a further call on General Reserves of £42,149. Full

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details are also shown in Annex - Item 1, with further analysis of the impact of General reserves shown at Annex – Item 8.

- 2.8 In noting the additional call on General Reserves, members should note that the probable outturn position across the majority of budgets heads has improved, evidencing the concerted efforts being taken across all services. Whilst the outturn forecast on use of General Reserves has increased by £42,149, members should note that this includes a number of further one-off and unanticipated areas of expenditure or reduced income that were not included in the previous forecasts:
- A further reduction in interest receivable on external investments of £90,000 as a result of reduced and worsening cash flows and unprecedented reductions in interest rates
  - Additional expenditure in relation to the Concessionary Bus Permits Scheme administered by Durham County Council, which has only just come to light, of £152,930
  - Increased costs of recycling, due to increased tonnages collected and reduced recycling credits income of £67,813
- 2.9 Taken together, these additional items, over which the City Council has little or no influence, amount to a further £310,743 budget pressures, taking the total un-anticipated costs to £1.535M. The revised outturn shows an additional call on balances (over the base budget) of £633,114 at the year end. Effectively, of the £1.535M pressures and problems encountered (as set out 2.5 and 2.8 above) the City Council has been able to accommodate £902,000 as a result the direct action taken by officers and members in terms of reducing expenditure wherever possible - the strategy which was implemented earlier in the year as a result of the economic downturn.
- 2.10 The net over spend at 31 December (£536,336 in Annex Item 1) can be explained by a number of factors, one of which is due to budget phasing, which can often be difficult to predict, particularly in areas where expenditure is irregular through the year. Some of the variances identified in the appendix are as a result of the expenditure not matching the budget phasing but the most significant variances are detailed below, together with commentary on their estimated impact on the forecast outturn position where appropriate: -

***Other Recharges to Services***

- The year to date underspends are primarily budget phasing issues and are due to timing of invoices yet to be paid. At year end any over/under spends will be allocated between services;
- The postage underspend is mainly due to a number of service areas now being charged direct rather than through central cost apportionment systems;
- Information Technology is currently £40,261 overspent due to additional expenditure relating to communications and internet running costs and budget phasing issues, the forecast outturn position is a net underspend of £27,393;
- Insurance and Risk Management is slightly overspent at 31 December (£1,036), however, the outturn position is a £32,342 underspend - due to savings on insurance premiums;

***Corporate and Democratic Core***

- Member costs are £25,646 underspent, due to savings on travel expenses and members allowances;
- The Town Hall is £17,608 underspent as a result of staff savings, however, this is masking a reduction in income received from lettings. The net position at the year end is a slight, £2,109 overspend;
- Human Resources & Central Training is £6,966 underspent, which is anticipated to be a £39,326 underspend at 31 March, as a result of participation in the NE Improvement Partnership Training Programme, which was externally funded;
- The Push Ahead budget is £15,131 overspent, additional funding was anticipated for this budget head but this is unlikely to materialise;
- Collectively, Civic Buildings are overspent by £28,932 at 31 December 2008, however, this is primarily due to budget phasing and unbudgeted costs incurred in respect of Byland Lodge. The forecast outturn position is a net overspend of £62,056, which reflects increased utility charges across all the Civic Buildings and the unbudgeted costs of Byland Lodge.

***Non Distributed Costs***

- The outturn overspend on the Restructure Costs is forecast at £24,115 which is a change to the previously reported outturn position of a net underspend of £102,711, the change is as a result of the costs associated with the ERVR applications of the Executive Director, the Head of Cultural Services and Director of Corporate Services. The Corporate Director of Resources of Durham County Council has confirmed that these costs will be met from the LGR transition cost provision at the year end;

***Central Services to the Public***

- Council Tax Collection costs show an underspend of £48,377 at 31 December, however, the outturn position is forecast to be an underspend of £50,248 and relates to higher than anticipated fee income;
- NNDR Collection show an underspend of £9,096 at 31 December, which reflects higher income from fees and charges. The outturn is expected to be an underspend of £8,836;
- NWA Collection Allowance is £14,042 below budget due to income from the collection allowance being greater than anticipated. An underspend of £13,857 is expected for the year-end;
- Local Land Charges is showing an overspend of £107,432 at 31 December due to a shortfall in search fee income following changes in legislation, a downturn in the housing market and increased competition from the Private Sector. This shortfall is forecast to increase to £157,898 at year end;

***Other Operating Income and Expenditure***

- Accrued income from interest on investments is £66,709 below budget at 31 December 2008; this is due to substantial cuts in interest rates impacting on interest being achieved on what are lower than expected cash balances in the year. It includes amounts due from DVRC in respect of the finance agreement with them in relation to the £2M capital contribution in 2007/08. The forecast interest at 31 March 2009 is £155,300 less than budgeted as reported the Quarter 3 Treasury Management report to Cabinet dated 18 February 2009 – a £90,000 worsening in the position previously reported.
- Members will note that DVRC dividends, which are accrued in March each year and therefore are not a feature of the quarter three position, were budgeted at £750,000. Following a review of the DVRC business plan, factoring in the impact of the significant slowdown in the housing market, not least of which as a result of the “credit crunch”, forecast dividends have reduced to just £75,000. This is the reason for the £675,000 shortfall forecast for 2008/09;

***Highways Roads and Transport Services***

- The car parks budget is £31,920 overspent at 31 December, which is a combination of budget phasing issues relating to some elements of expenditure and less than anticipated levels of car parking and enforcement charges income. The outturn projection is a reduction in car parking income of £56,704.
- Concessionary Bus Permits budget is forecast to be overspent by £152,173 at 31 March. This reflects the City Councils estimated share of the forecast £1M overspend on Concessionary Travel across the County, which will need to be accommodated by the seven districts. This issue is one that was not previously forecast and something that has only recently been identified by the County Council who administer the scheme. The reason given is that there has been a substantial increase in pass usage this year, far exceeding expectations.

***Housing Services***

- Housing Strategy and Development is showing an overspend of £24,472 at 31 December, due to unbudgeted costs in relation to a contribution to a Travellers Needs Assessment and a contribution towards Durham Housing and Neighbourhoods Group. The outturn position is an overspend of £24,468;
- The Housing Action Partnership budget, for which the City Council is the accountable body, is £49,289 underspent at 31 December due to grant income carried over from 2007/08, this is not anticipated to factor at the year end;
- The Homelessness budget is £29,807 underspent at 31 December, due to additional Homelessness Grant and higher than anticipated usage charges being received, this is anticipated to be an underspend of £17,582 at 31 March.
- The Welfare Benefits budget is £180,637 overspent at the end of quarter three, however, this is a budget phasing issue in relation to benefits subsidy payments receivable on the housing benefit payments being made, which are higher than

forecast. The final subsidy claim will reflect the actual benefit payment made and a debtor will be raised at the year-end. It is expected that there will be a net underspend of £164,261 at the year-end once the final subsidy claim is calculated and accrued. This position will reflect staff savings currently being achieved and additional income from overpaid housing benefit recovery;

### ***Environmental Services***

- Refuse collection and recycling is currently showing an overspend of £65,159 as a result of higher than anticipated fleet costs and less than anticipated income from fees and charges. Service managers have implemented robust strategies to reduce the year end forecast to a net underspend of £8,242;
- Door-to-Door recycling is currently overspent by £76,530 due to higher than anticipated contract costs (these are based on an amount per tonne collected, which has exceeded all expectations) and outstanding recycling credits due from County Council. The forecast outturn position at this time, assuming all recycling credits due on materials stored are received, is a £58,590 overspend;
- The Public Health budget is showing a £25,345 underspend due to a combination of staff savings and additional income being received. The outturn position shows a £46,068 underspend and includes the allocation of £50,000 from the HMO Licensing Reserve in 2008/09;
- Income from the Joint Committee of the Durham Crematorium is predicted to be £200,000 greater than the budgeted position. This reflects additional operating surpluses received as a result of delays in opening the rival crematoria in the Wear Valley area and therefore no loss of revenue, as was taken into account in the base projections, it also assumes additional contribution from Crematorium reserves at the year-end;
- The Licenses and Certificates budget is £49,468 underspent at 31 December due to additional licensing income being received. The outturn position is a net £68,371 underspend for the year;
- The Community Safety Budget is £16,195 underspent at 31 December due to spend on community safety schemes not yet being incurred. The outturn position is a net £834 underspend;
- Other Environmental Health is currently overspent by £17,323 due to expenditure on unbudgeted consultancy costs for contaminated land surveys, which have been required in relation to a number of major planning applications this year. The outturn position is a overspend of £36,587;
- Neighbourhood Wardens is underspent by £17,792 due to staff turnovers savings. The outturn position is a net £22,283 underspend;

### ***Planning and Development Services***

- Earlier in the year the Council was notified of its provisional Housing and Planning Delivery Grant allocations. Amounts receivable in 2008/09 are 20% less

than anticipated and this has had an adverse effect on the Planning Services' revenue accounts. In addition, costs associated with two failed planning appeals have also needed to be taken into account in outturn projections. The costs of the two appeals, brought about as a result of applicants challenging the decisions of Development Control (who had ignored officers recommendations), have been a cost of £96,000 this year. Taking these issues into account, Members will note that Development Control is £111,740 overspent at 31 December. Outturn projections forecast a £106,475 overspend at the year end. Careful monitoring of planning fee income levels is being undertaken;

- Building Control is showing a overspend of £27,753 at the end of December, taking into account market conditions (reductions in building control fees) a prudent projection of a £71,978 overspend at the year end has been included in the probable outturn statements;
- Community Development is currently below budget by £27,157, mainly due to staffing vacancies. This is expected to rise to £52,689 by the year-end;

### **Cultural Services**

- The Gala Theatre is £14,149 overspent currently, with the year-end position being a forecast £36,910 overspend, primarily due to additional operating costs (utilities etc.) not being fully covered by the increased income levels being experienced currently;
- Leisure Development is £57,033 underspent at 31 December due to staff vacancy savings and budget phasing issues. This is expected fall to an underspend of £28,997 by the year-end;
- Indoor sports and recreation is £231,216 overspent at 31 December and is expected to rise to an overspend of £326,458 by the year end, due to failure to achieve the 3% staff turnover efficiency savings target, reductions in fees and charges income, increased utility costs and additional expenditure being incurred on the now de-commissioned Elvet Waterside Swimming Pool;
- Parks, Cemeteries & Allotments is currently £105,737 underspent due to budget phasing issues. Taking into account savings on staff and underspends on premises related expenses, the outturn position is anticipated to be an underspend of £31,166 at 31 March;

2.11 The General Fund Balance was £1,366,760 at 31 March 2008 - £666,760 held in the General Reserve and £700,000 in the Strategic Emergency Reserve. Unallocated balances on the Flourishing Communities earmarked reserve totalling £37,711 have previously been transferred into the General Reserve. In addition, as noted above, £275,000 has now been transferred from the Job Evaluation reserve, taking the position prior to consideration of the outturn to £1,679,471.

2.12 The probable outturn position for the General Fund shows an estimated budget deficit of £357,974. This is net of savings on Job Evaluation (of £275,000) and the planned use of General Reserves within the budget framework (of £502,637). Added together there is a forecast total call on General Fund balances of £1,135,611 at the year-end. This would decrease the General Fund balance to £543,860 at the year-end. Full details of the

movement on all reserves and balances, together with detailed forecasts of the position at 31 March 2009 for each is set out in Annex – Item 8).

### 3.0 HOUSING REVENUE ACCOUNT

- 3.1 Gross expenditure on Council Housing at the end of December 2008, including HRA negative subsidy payable to the Government, was £12,980,382 compared to a profiled budget of £12,536,344 – a £444,038 over spend; or 3.5%. Gross income from Housing Rents and other income, stands at £12,577,487 compared to a profiled budget of £12,438,979 – additional income of £138,508 or 1.1%. The net overspend on the HRA therefore standing at £305,530 at the end of December 2008, compared to an anticipated deficit position of £97,365. Full details are shown in Annex - Item 2.
- 3.2 Finance Officers have again worked closely with all budget holders to determine the reasons for any over and under spending at 31 December and to forecast, based on existing planned activity, whether this will be a feature at the year-end. Gross expenditure on Council Housing at the end of the financial year, including HRA negative subsidy payable to the Government, is anticipated to be £17,088,467 compared to a budget of £17,056,676 – a £31,791 over spend; or 0.2%. Gross income from Housing Rents and other income for the end of the year are estimated to be £17,185,265 compared to a budget of £17,056,676 – additional income of £128,589; or 0.8%. Therefore the HRA is forecast to return a net £96,798 underspend at the year-end. Full details are also shown in Annex - Item 2.
- 3.3 The net overspend against the phased budget to 31 December 2008 (£305,530) is due to a combination of factors, the main issues as detailed below: -
- Net dwelling and garage income is £112,939 greater than budgeted due to a higher level of housing stock than anticipated as a result of lower than expected Right to Buy in this financial year and reduced sales in the last quarter of 2007/08. Rental income lost through voids is just under 1.5% of gross rents, which is broadly in line with the level budgeted. The outturn projection, based on the current level of Right to Buy completions continuing throughout the year (see item 8.2 to 8.4 for details) is for additional income of £104,888 this year.
  - Repairs and maintenance expenditure is £420,920 higher than budgeted at the end of quarter three, primarily as a result of increased costs pressures being faced by the building sector. A forecast outturn position shows an overall overspend of £200,000 on Housing repairs and maintenance expenditure for 2008/09. To offset this position, the provision for business continuity / transition issues will not be spent this year, with the consequent underspend being offset against this position. Careful control will need to be exercised over this budget to ensure that the spend is curtailed within these parameters;
  - As with the General Fund adjustments have been made to the HRA relating to Job Evaluation year one-implementation costs, should they materialize in period 12.
- 3.4 The HRA Working Balance was £851,299 at 31 March 2008, and taking into account the projected outturn position set out above is expected to rise to £921,834 at 31 March 2009. As members will recall, the Councils approved medium term strategy was to



increase the HRA Working Balance to £1M, at a forecast £922K, the outturn projected would be another step towards fulfilling the aspirations previously approved by Council. Full details of the movement on all reserves and balances, together with detailed forecasts of the position at 31 March 2009 for each is set out in Annex – Item 8).

#### **4.0 CAPITAL PROGRAMMES – FINANCING ISSUES AND OVERALL CONTROL TOTALS**

- 4.1 The total original gross budgeted spend in 2008/09 was £6.845M.
- 4.2 The approved capital programmes have been amended to reflect the carry forward of underspends in 2007/08 – which totalled £2.038M, as detailed in the Statement of Accounts approved by Council in June 2008. Further amendments (reductions) in relation to underspend of commitments against the Town Hall refurbishment scheme, and across a number of budgets where expenditure has been curtailed, plus the carry forward of resources in respect of Bowburn Park refurbishment Phase III, have also been taken into account.
- 4.3 An updated schedule of projected land sales and RTB receipts are set out in Annex – Item 3.
- 4.4 Taking into account into carry over and amendments to the approved programme detailed above the revised gross capital expenditure is expected to be £8,735M. Summary details of the revised Capital Programmes and the financing statement to support this are set out in Annex - Item 4. The only major carry over assumed at this stage is in respect of resources available to match fund Phase III works at Bowburn Park in 2009/10, which is unlikely but prudent at this stage in terms of capital financing.

#### **5.0 GENERAL FUND CAPITAL PROGRAMME**

- 5.1 Taking into account the amendments outlined above the revised gross expenditure target for 2008/09 is £2,803,854 (see attached Annex – Item 5). Gross expenditure at 31 December 2008 against the General Fund Capital Programme amounted to £2,105,961. Therefore at the end of December, approximately 75% of the revised planned total General Fund capital expenditure for the year had been incurred.
- 5.2 Of the balance left to spend direct payments in respect of the Freeman's Quay LC, relating to outstanding payments in respect of the Needles fence arts commission of £156,387 account for 22% of the remaining budget; £129,094 (or 18%) is in relation to Disabled Facilities Grants and Home Repair Loans; and £195,580 (28%) is in respect of schemes directed towards the regeneration of Public Spaces (environmental improvements and play areas etc).
- 5.3 The General Fund Capital Programme, approved by Council in February 2008, as revised to take into carry over amounts and updated financing arrangements, continues to be monitored and reviewed in detail on a monthly basis.

## 6.0 HRA HOUSING BUSINESS PLAN – CAPITAL EXPENDITURE

- 6.1 Gross expenditure at 31 December 2008 against the HRA Housing Business Plan (Capital Expenditure only) amounted to £3,909,748, compared with the revised annual total gross expenditure of £4,849,300. Therefore at the end of December, approximately 81% of the planned total HRA Housing Business Plan (Capital Expenditure only) had been incurred, as shown in Annex - Item 6.
- 6.2 The HRA Housing Business Plan Capital Programme, approved by Council in February 2008, as revised to take into carry over amounts and updated financing arrangements, continues to be monitored and reviewed in detail on a monthly basis.

## 7.0 EARMARKED COMMUNITY INVESTMENT FUNDS EXPENDITURE

- 7.1 Details of commitments and spend against the Ushaw Moor Community Investment Fund and Bowburn Community Investment Funds are shown in Annex - Item 7.

### ***Ushaw Moor Community Investment Fund***

At 31 December 2008 £232,885 (72%) expenditure has been incurred against the approved schemes in the Ushaw Moor Community Investment Fund. It is anticipated that the outstanding commitments of £91,237 will be fully expended by the end of the financial year, as shown in Annex - Item 7.

### ***Bowburn Community Investment Funds***

Gross expenditure at 31 December 2008 against the Bowburn Community Investment Fund amounted to £38,253, compared with the revised annual total gross expenditure of £545,180. Therefore at the end of December, approximately 7% of the planned total expenditure for the year had been incurred.

The Bowburn Park Refurbishment scheme, which accounts for 78.3% of the unspent balance at 31 December, is planned for completion in three phases, with partnership funding secured for Phases I and II, which are due to be completed in 2008/09. Phase III will follow in 2009/10 providing partnership funding is secured. The Council's match funding towards this scheme has been carried forward to 2009/10. It is anticipated that all outstanding commitments will be fully expended by the end of the financial year as shown in Annex - Item 7.

- 7.2 Spend against the budgets allocated to these areas is also monitored and reviewed on a monthly basis.

## 8.0 BALANCE SHEET REPORTING – KEY ITEMS

- 8.1 The position for the key balance sheet items as at 31 December 2008 is set at in the table below, together with the position at 31 March 2008 (and as at 31 December 2007) for comparison purposes: -

Position at 31.12.07 £'000	Position at 31.03.08 £'000		Position at 31.12.08 £'000
(90)	264	Bank Balance	1,188
187	244	Cash in Transit	170
(978)	(670)	Unpresented Cheques / BACS in Transit / Purchasing Cards	(279)
<b>(881)</b>	<b>(162)</b>	<b>Balance Sheet "Bank"</b>	<b>1,079</b>
<b>9,527</b>	<b>4,706</b>	<b>Short Term Investments</b>	<b>4,058</b>
<b>(22,248)</b>	<b>(22,014)</b>	<b>Long Terms Borrowing (Total Loans Outstanding)</b>	<b>(21,522)</b>
		<b>Creditors – Accounts Payable System (Agresso):</b>	
171	(14)	- Amounts Registered but Not Due	(48)
121	(4)	- Amounts Registered: Due 31 to 60 Days	(4)
4	11	- Amounts Registered: Due 61 to 90 Days	(1)
22	4	- Amounts Registered: Due 91 + Days	8
<b>318</b>	<b>(3)</b>		<b>(45)</b>
		<b>Key / Significant Debtors:</b>	
6,166	1,947	- Net Council Tax Arrears	6,478
3,996	1,013	- Net NNDR Arrears	4,657
741	676	- Net HRA Housing Rent Arrears – Current Tenants	680
608	709	- Net HRA Housing Rent Arrears – Former Tenants	734
554	720	- Invoiced Debtors Arrears – General (Agresso)	285
301	270	- Invoiced Debtors Arrears – Overpaid HB (Northgate SX3)	269
<b>12,336</b>	<b>5,335</b>		<b>13,103</b>
<b>2,641</b>	<b>1,609</b>	<b>Usable Capital Receipts Reserve</b>	<b>472</b>

- 8.2 The Council sold 9 dwellings under the Right to Buy (RTB) in the period 1 April to 31 December 2008. The HRA housing stock at 31 December 2008 stood at 6,151 dwellings (there were 6,160 dwellings at 31 March 2008). Budgeted overall Right to Buy, other sales and demolitions for the year totaled 55 when the budgets were prepared. At 9, the third quarter position is well below what was budgeted and indeed if this trend continues for the remainder of the year then only 12 RTB completions will be made by 31 March 2009. This is in line with the position previously reported to Cabinet and the full implications of this (in terms of lost capital receipts) have been taken into account for capital financing arrangements.

- 8.3 The gross valuation of dwellings sold under the RTB in the first 9 months (as assessed by the City Council's External Valuer) was £776,000 giving an average valuation per RTB completion of £86,222. The average discount allowed was 26%, which produced net receipts of £578,000 – giving an average “sale price” per RTB completion of £64,222. After allowable deductions for RTB Administration and works to these dwellings over the last three years, the City Council retained £134,716 (25.47%) of the net proceeds of the RTB completions in the period to the end of December 2008 with £394,302 payable directly to the Government under the national pooling arrangement.
- 8.4 In 2008/09 the Council budgeted to retain £750,000 of total RTB receipts, however, based on the position during the third quarter and taking into account current market conditions, it is now estimated that usable RTB receipts will be around £180,000 a shortfall of approximately £570,000 of capital resources available to the Council.

## 9.0 Supporting Documents

- Annex – Item 1: General Fund Revenue Account Financial Summary
- Annex – Item 2: Housing Revenue Account Financial Summary
- Annex – Item 3: Updated Forecast – Capital Receipts 2008/09
- Annex – Item 4: Overall Capital Programmes and Financing 2008/09
- Annex – Item 5: General Fund Capital Programme
- Annex – Item 6: Housing Business Plan Capital Programme
- Annex – Item 7: Flourishing Communities / Earmarked Community Investment Funds
- Annex – Item 8: Summary of Movement on Reserves and Balances

**BUDGET MONITORING REPORT FOR THE PERIOD 1 APRIL TO 31 DECEMBER 2008**

Base Budget 2008/09 £'000	Service	Profiled Budget Apr-Dec £'000	Actual Spend Apr-Dec £'000	Year to Date Over/(Under) Spend £'000	Flag	Probable Outturn 2008/09 £'000	Variance to Base Budget £'000
	<b>Other Recharges to Services</b>						
-	Postage	-	(12)	(12)	●	(11)	(11)
-	Information Technology	27	67	40	●	(27)	(27)
-	Building Cleaning	-	(6)	(6)	▲	(9)	(9)
-	Telephones	5	3	(2)	▲	(2)	(2)
-	Mobile Phones	(6)	(8)	(2)	▲	(4)	(4)
-	Insurance & Risk Management	(49)	(48)	1	→	(33)	(33)
-		(23)	(4)	19		(86)	(86)
	<b>Corporate and Democratic Core</b>						
227	Members	172	147	(25)	●	209	(18)
103	Members Discretionary Payments	66	66	-	→	57	(46)
45	Civic Functions	37	34	(3)	→	55	10
231	Democratic Services	161	155	(6)	→	227	(4)
109	Town Hall	112	95	(17)	●	112	3
136	Human Resources & Central Training	(2)	(9)	(7)	▲	97	(39)
5	Push Ahead	4	19	15	●	24	19
845	Corporate Management	584	593	9	→	810	(35)
-	Local Government Review	-	6	6	▲	6	6
19	Bank Charges	14	15	1	→	19	-
96	Audit Fees	72	79	7	→	96	-
8	Treasury Management	9	9	-	→	8	-
	Joint Bike Ride	-	6	6	▲	(6)	(6)
44	Subscriptions to LA Associations	42	42	-	→	42	(2)
-	Civic Buildings	15	43	28	●	61	61
1,868		1,286	1,300	14		1,817	(51)
	<b>Non Distributed Costs</b>						
1	Other Land and Buildings	1	4	3	▲	-	(1)
6	Non-Operational Assets	4	4	-	→	6	-
297	Superannuation – Pensions Increase	176	176	-	→	297	-
555	Contributions to meet Pensions Fund Deficit	416	416	-	→	530	(25)
328	Restructure Costs	(27)	(27)	-	→	352	24
-	RTB Administration	-	-	-	→	-	-
821	Non-Distributed Deferred Charges	616	616	-	→	821	-
2,008		1,186	1,189	3		2,006	(2)
	<b>Central Services to the Public</b>						
594	Council Tax Collection	446	397	(49)	●	544	(50)
20	NNDR Collection	15	6	(9)	▲	11	(9)
-	Revenues	-	-	-	→	-	-
-	Customer Services	-	(7)	(7)	▲	(14)	(14)
199	Council Tax Benefits	136	133	(3)	→	181	(18)
60	NNDR Discretionary Relief	60	55	(5)	→	61	1
(64)	NWA Collection Allowance	(94)	(108)	(14)	●	(77)	(13)
112	Grants and Donations	95	91	(4)	→	112	-
28	Registration of Electors	21	20	(1)	→	23	(5)
3	Electoral Matters	2	1	(1)	▲	1	(2)
-	Unitary Council Elections	-	(6)	(6)	▲	-	-
(248)	Local Land Charges	(186)	(78)	108	●	(90)	158
704		495	504	9		752	48
	<b>Other Operating Income &amp; Expenditure</b>						
(1,358)	Interest & Dividends	(456)	(390)	66	●	(528)	830
-	DSO Profits	-	-	-		-	-
-	Local Authority Business Grant Initiative	-	-	-		-	-
(1,358)		(456)	(390)	66		(528)	830
	<b>Highways, Roads &amp; Transport Services</b>						
(191)	Car Parks	(145)	(113)	32	●	(134)	57
1	Footpath Lighting	-	-	-	▲	1	-
(13)	Garage Sites	(13)	(9)	4	▲	(12)	1
44	Bus Shelters	32	32	-	→	35	(9)
898	Concessionary Bus Permits	675	674	(1)	→	1,050	152
739		549	584	35		940	201

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GENERAL FUND

**BUDGET MONITORING REPORT FOR THE PERIOD 1 APRIL TO 31 DECEMBER 2008**

Base Budget 2008/09 £'000	Service	Profiled Budget Apr-Dec £'000	Actual Spend Apr-Dec £'000	Year to Date Over/(Under) Spend £'000	Flag	Probable Outturn 2008/09 £'000	Variance to Base Budget £'000
	<b>Housing General Fund Services</b>						
72	Housing Strategy & Development	54	79	25	●	96	24
298	Improvement Grants	224	223	(1)	➡	298	-
10	Home Improvement Agency	10	10	-	➡	10	-
-	HAP	(25)	(74)	(49)	●	-	-
81	Homelessness	60	31	(29)	●	63	(18)
372	City Care	256	251	(5)	➡	322	(50)
-	Gypsy Site	5	4	(1)	▲	-	-
237	Welfare Benefits	(43)	138	181	●	73	(164)
1,070		541	662	121		862	(208)
	<b>Environmental Services</b>						
116	Sustainable Development	87	87	-	➡	116	-
136	Public Conveniences	103	101	(2)	➡	138	2
1,383	Refuse Collection and Recycling	1,007	1,072	65	▲	1,375	(8)
140	Door to Door Recycling	124	200	76	●	198	58
695	Public Health	514	488	(26)	▲	649	(46)
-	Smoking Legislation	-	-	-	➡	-	-
1,042	Street Sweeping and Cleaning	781	801	20	▲	1,080	38
(200)	Crematorium Joint Committee	(150)	(150)	-	➡	(400)	(200)
43	Licences / Certificates	12	(37)	(49)	●	(26)	(69)
128	Community Safety	86	70	(16)	●	127	(1)
20	Other Environmental Health	15	32	17	●	57	37
71	Neighbourhood Wardens	53	35	(18)	●	49	(22)
-	Garage	-	-	-		-	-
3,574		2,632	2,699	67		3,363	(211)
	<b>Planning &amp; Development Services</b>						
210	Planning Policy & Regeneration	123	96	(27)	●	213	3
256	Building Control	192	220	28	●	328	72
215	Statutory Planning Control	213	325	112	●	322	107
142	Industrial Development	108	104	(4)	➡	149	7
(15)	Markets	(7)	(8)	(1)	➡	(15)	-
825	Community Development	618	592	(26)	▲	772	(53)
1,633		1,247	1,329	82		1,769	136
	<b>Cultural and Related Services</b>						
55	Enlightenment Festival	10	10	-	➡	55	-
408	Conservation	308	326	18	▲	429	21
50	City Centre Visioning	43	43	-	➡	50	-
550	Gala Theatre Operating Subsidy	414	429	15	▲	587	37
531	Millenium City	398	398	-	➡	531	-
123	Arts, Development and Support	83	83	-	➡	122	(1)
288	Leisure Develop. and Comm. Recreation	215	158	(57)	●	259	(29)
1,543	Indoor Sports & Recreation Facilities	1,146	1,377	231	●	1,860	317
1,505	Parks, Cemeteries and Allotments	1,197	1,091	(106)	▲	1,484	(21)
440	Tourism and Conference Promotion	331	350	19	▲	449	9
70	Christmas Lights/Decorations	70	71	1	➡	72	2
5,563		4,215	4,336	121		5,898	335
(1,926)	<b>Capital Financing Charges</b>	(1,466)	(1,466)		➡	(1,926)	-
	<b>Contingency</b>						
300	Implementation of Single Status	-	-	-		25	(275)
232	Contingency - Business Continuity/Service	-	-	-		-	(232)
-	Initiatives Fund - unallocated						
-	LGR Transition Costs (met by Durham County Council)					(127)	(127)
532						(102)	(634)
14,407	<b>Net Expenditure – Before Application of Earmarked Reserves and Balances</b>	10,206	10,743	537		14,765	358
	<b>Use of Balances</b>						
(30)	- Corporate & Service Initiatives Fund					(30)	-
(300)	- Job Evaluation Earmarked Reserve					(25)	275
(51)	- General Fund - Central Training					(51)	-
(75)	- General Fund - Freemans Quay					(75)	-
(72)	- General Fund - Kerbside Recycling					(72)	-
(305)	- General Fund - Other					(938)	(633)
(833)						(1,191)	(358)
13,574	<b>Total Net Expenditure</b>					13,574	-

**HOUSING REVENUE ACCOUNT****BUDGET MONITORING REPORT FOR THE PERIOD 1 APRIL TO 31 DECEMBER 2008**

Base Budget 2008/09 £'000		Profiled Budget Apr - Dec £'000	Actual Spend Apr - Dec £'000	Year to Date Over / Under Spend £'000	Flag	Probable Outturn at the Year £'000	Est. Outturn Over/ £'000
3,629	Repairs and Maintenance	2,725	3,146	421	●	3,829	200
5,271	Supervision and Management	3,867	3,890	23	▲	5,267	(4)
30	Council Tax on Void Properties	0	(1)	(1)	→	6	(24)
	Agency Payments & Other External Fees		1	1	—	1	1
100	Implementation of Single Status	0	0	0		8	(92)
100	Business Continuity/Service Initiatives	0	0	0		0	(100)
100	Provision for Bad and Doubtful Debts	75	75	0	→	100	0
1,521	Capital Charges – Item 8 Debit	1,141	1,141	0	→	1,521	0
3,866	Capital Charges – Depreciation (MRA)	2,899	2,899	0	→	3,866	0
	Baliff Charges			0	→	0	0
163	Capital Charges – Premia on Redemption	123	123	0	→	163	0
67	Debt Management Expenses	50	50	0	→	67	0
312	Direct Revenue Financing	234	234	0	→	363	51
1,897	Negative Subsidy Payable to ODPM	1,423	1,423	0	→	1,897	0
<b>17,056</b>	<b>Total Expenditure</b>	<b>12,537</b>	<b>12,981</b>	<b>444</b>		<b>17,088</b>	<b>32</b>
16,938	Dwelling and Garage Rents (Net of Voids)	12,351	12,465	114	▲	17,043	105
16	Non-Dwelling Rents	12	25	13	▲	25	9
31	Heating Charges	23	20	(3)	▲	28	(3)
23	Other Charges for Services	17	10	(7)	▲	13	(10)
48	Item 8 Credit	36	36	0	→	48	0
	Court Costs Recovered	0	19	19	→	22	22
	Other Income	0	3	3	→	6	6
<b>17,056</b>	<b>Total Income</b>	<b>12,439</b>	<b>12,578</b>	<b>139</b>		<b>17,185</b>	<b>129</b>
<b>0</b>	<b>Total Net Expenditure / (Income)</b>	<b>98</b>	<b>403</b>	<b>305</b>		<b>(97)</b>	<b>(97)</b>

**UPDATED FORECAST - CAPITAL RECEIPTS 2008/09**

<b>Forecast / Budgeted Capital Receipts</b>	<b>£000</b>	<b>Notes</b>
Right to Buys (Based on Position re RTB's to date – see note below)	180	1
Sale of Land – New Brancepeth	50	2
Sale of Land – Witton Gilbert	260	3
Sale of Land – Quarrington Hill & Coxhoe	50	4
Other land Sales (Unspecified Areas)	50	5
Usable Capital Receipts Reserve BFWD	1,608	6
<b>Total Available Capital Receipts</b>	<b>2,198</b>	
<b>Total Required re Current Programme</b>	<b>(1,733)</b>	7
<b>Usable Capital Receipts Reserve Carried Forward</b>	<b>465</b>	8

**NOTES**

- 1) Budget based on RTB sales of 55, at an estimated gross valuation of £50,000. By the end of December it would have been expected that CoD would have sold 41 dwellings under the RTB and that retained usable receipts generated would be £522K (£12,735 per dwelling). Actual sales to 31 December 2008 were only 9, with usable elements amounting to £135K (£14,968 per dwelling). Based on the actual position to date the RTB receipts have been re-forecast on a prudent basis to be £180K this year.
- 2) Relates to land at Waltons Terrace and land at 124/126 Braunespath Estate New Brancepeth. Valuations and marketing underway. Receipts assumed as budgeted at this stage.
- 3) Relates to land at Front Street, Witton Gilbert, land next to Glenville House, land at Rose Lea and land next to The Cottage. Valuations and marketing underway. Receipts assumed as budgeted at this stage.
- 4) Relates to land at 24 Neil Crescent and land 16 David Terrace Quarrington Hill and land at Landsdowne Road, Coxhoe. Valuations and marketing underway. Receipts assumed as budgeted at this stage.
- 5) Receipts assumed as budgeted at this stage.
- 6) Receipts assumed as budgeted at this stage.
- 7) Capital receipts required for capital financing in 2008/09, are as follows: -

	<b>£'000</b>
General Fund Capital Programme	(758)
HRA Housing Business Plan Capital Programme	(280)
Ushaw Moor Community Investment Fund	(286)
Bowburn Community Investment Fund	(400)
Flourishing Communities Fund	(9)
<b>Total Capital Receipts Required – 2008/09</b>	<b>(1,733)</b>

- 8) Based on the above revised position re forecast capital receipts, the Usable Capital Receipts Reserve will have a balance of approximately £465K after financing the 2008/09 Capital Programme commitments.



**BUDGETED CAPITAL PROGRAMMES AND FINANCING 2008/09**

<b>Budgeted Capital Expenditure (Including Carry Over and Other Adj.s)</b>	<b>£000</b>
General Fund	2,804
Housing Business Plan	4,849
Flourishing Communities Fund	213
Bowburn Community Investment Fund	545
Ushaw Moor Community Investment Fund	324
<b>Total Gross Budgeted Spend</b>	<b>8,735</b>
<b>Capital Financing (Revised Programme)</b>	<b>£000</b>
Capital Receipts (See Below)	1,733
Supported Borrowing Approvals	248
Revenue Contributions – General Fund	130
Revenue Contributions – HRA	362
Government Grants (DFG and SHIP 3)	368
Major Repairs Allowance	3,866
Use of Section 106 Agreements / Planning Consents	80
Other Capital Grants and Contributions	1,871
Use of Earmarked Reserves and Balances	61
	<b>8,735</b>

<b>Detail - Forecast / Budgeted Capital Receipts (See Item 3)</b>	<b>£000</b>
Right to Buys (Based on Position re RTB's to date – see note below)	180
Sale of Land – New Brancepeth	50
Sale of Land – Witton Gilbert	260
Sale of Land – Quarrington Hill	50
Other land Sales (Unspecified Areas)	50
Usable Capital Receipts Reserve (Balancing Figure)	1,143
	<b>1,733</b>

## CITY OF DURHAM

GENERAL FUND CAPITAL PROGRAMME 2008/09  
FINANCIAL REPORT FOR THE PERIOD 1 APRIL 2008 TO 31 DECEMBER 2008

APPENDIX - ITEM 5

	Funding Ref	Budget Holder	2008/09 Original Estimate £	Slippage B/Fwd 07/08	Other Adjustments £	Slippage to 2009/10	2008/09 Adjusted Estimate £	Income / Expenditure to Date (Gross) £	Balance to Spend £
<b>Flourishing Communities</b>									
Disabled Facilities Grants	1	N. Laws	295,000	32,636			327,636	291,035	36,601
Home Repair Loans	9	N. Laws	180,000	11,350	(50,000)		141,350	48,858	92,492
			<b>475,000</b>	<b>43,986</b>	<b>(50,000)</b>		<b>468,986</b>	<b>339,892</b>	<b>129,094</b>
<b>Quality Public Services</b>									
Other IEG / ICT schemes:									
Flexibility & Security (Time and Attendance)		M Shanks	-	11,822	5,000		16,822	318	16,504
Housing Management System		A Moscardini	-	91,098	(32,008)		59,090	59,090	-
Additional - IT (PC's)		D. Wallace	-	32,541	(5,000)		27,541	14,911	12,630
Waste Recycling Schemes		C. Tomlinson	41,000	21,498			62,498	22,370	40,128
Land Drainage		A. Young	-	10,913			10,913	1,609	9,304
Office Accommodation Works		S. Hawley	-	45,778	(18,104)		27,674	27,674	-
Gala Blue Room - Seating Refurbishment	14	S. Stallworthy	-	-	29,854		29,854	29,854	-
<b>City Centre Streetscape</b>									
Riverbank Consolidation		M. Hurlow	-	5,000			5,000		5,000
Canoe Access Agreement Works	12	M. Hurlow	-	18,750			18,750		18,750
Palace Green Toilets	11	M. Hurlow	-	10,000			10,000	10,000	-
<b>Regeneration of Public Spaces</b>									
Kelbie Recreation Ground landscaping		C. Tomlinson	-	1,735			1,735	1,735	-
Holiday Park Landscaping		C. Tomlinson	-	3,727			3,727	3,727	-
Meadowfield Cemetery landscaping		C. Tomlinson	-	6,000			6,000	6,000	-
Churchyard Improvements	4	C. Tomlinson	42,390	4,045			46,435	3,600	42,835
Ludworth Fun Zone		S. Hawley	-	4,607	(4,607)		-	-	-
Sherburn Hill Env Imp	8	P. Lee / C. Tomlinson	-	10,055			10,055		10,055
Belmont Park - Tennis Court Fencing & Surfacing		P. Lee / C. Tomlinson	-	6,308			6,308	990	5,318
Playing Pitch Improvements - Drainage		P. Lee / C. Tomlinson	-	9,500			9,500	9,500	-
Lowes Barn Park - Fencing Repairs		P. Lee / C. Tomlinson	-	3,353			3,353	3,353	0
Brandon Play Area - Multi Games Unit		P. Lee / C. Tomlinson	37,500	-			37,500		37,500
South Road Cemetery - Additional Car Parking		P. Lee / C. Tomlinson	-	20,000			20,000	20,000	-
Esh Winning - Multi Games Area		P. Lee / C. Tomlinson	37,500	-			37,500	8,345	29,155
Works at Belmont Bowling Green	3	P. Lee / C. Tomlinson	-	20,000			20,000	20,000	-
Multi Games Areas - Gilesgate or Pelaw		C. Tomlinson	38,000	-			38,000	38,000	-
Multi Games Areas - Ludworth		C. Tomlinson	38,000	-			38,000	22,065	15,935
Eyesore Site - Witton Gilbert Garage		J. Dodds	25,000	-			25,000	5,213	19,787
Fencing Esh Winning/Witton Gilbert/Richmond Road		M. Bates	34,500	-			34,500	23,506	10,994
Off Street Parking - Mill Lane Gilesgate		S. Hawley	18,000	-	6,000		24,000		24,000
Off Street Parking - Kirkham Road Newton Hall		S. Hawley	7,000	-			7,000	7,000	-
Contribution to Sherburn Conservation works (FC Funded)		C. Tomlinson	-	30,000	(30,000)		-	-	-
<b>Freemans Quay</b>									
Freemans Quay Leisure Centre - CoD Dir Pymt to DVRC	9	D. Marrs	690,000	347,273	(127,273)	(3,750)	906,250	866,250	40,000
Freemans Quay Leisure Centre - Art Work	9	D. Marrs	-	75,023	127,273		202,296	85,909	116,387

## CITY OF DURHAM

GENERAL FUND CAPITAL PROGRAMME 2008/09  
FINANCIAL REPORT FOR THE PERIOD 1 APRIL 2008 TO 31 DECEMBER 2008

APPENDIX - ITEM 5

	Funding Ref	Budget Holder	2008/09 Original Estimate £	Slippage B/Fwd 07/08	Other Adjustments £	Slippage to 2009/10	2008/09 Adjusted Estimate £	Income / Expenditure to Date (Gross) £	Balance to Spend £
<b>Environmental Improvements - Parks</b>									
Car park Resurfacing - Bearpark Community Centre		C. Tomlinson	-	9,298			9,298	9,298	-
Parkhill Play Area	15	J. Tindale	-	-	237,496		237,496	154,730	82,766
			1,008,890	798,324	188,631	(3,750)	1,992,095	1,455,046	537,049
<b>A Capital City</b>									
Town Hall Improvements		S. Hawley	-	137,342	(99,000)		38,342	16,737	21,605
Millennium Art - The Journey	10	M. Bates	140,000	13,000	(26,000)		127,000	127,000	-
Pride in Durham	4	C. Tomlinson/ M. Bates	210	7,420	4,761		12,391	12,391	-
Replacement Bus Shelters	13	M. Bates	54,000	-	18,140		72,140	72,140	-
Litter & Dog Bins		C. Tomlinson	4,000	-			4,000	4,000	-
Roadside Seats		C. Tomlinson	2,400	-			2,400	2,400	-
Parish Plans		D. Marrs	25,000	-			25,000	24,000	1,000
Ludworth Community Centre Alteration - DDA		S. Hawley	11,500	-			11,500	2,354	9,146
Durham Riverbanks Garden Project		M. Hurlow	-	50,000	-		50,000	50,000	-
			237,110	207,762	(102,099)	-	342,773	311,022	31,751
<b>TOTAL GROSS EXPENDITURE</b>			1,721,000	1,050,072	36,532	(3,750)	2,803,854	2,105,961	697,893
<b>CAPITAL FINANCING</b>									
Capital Receipts			424,000	565,014	(230,699)	-	758,315	465,319	292,996
Direct Revenue Financing	14		100,000	-	29,854		129,854	79,854	50,000
DFG Subsidy/SCA	1		177,000	-			177,000	88,500	88,500
Section 106 Ags - AMEC Development (Millennium Art)	2		50,000	-			50,000	50,000	-
Section 106 - Various	3		-	20,000			20,000	20,000	-
<b>Earmarked Reserves and Balances</b>									
Corporate & Service Initiative Fund - Churchyard Improvements	4		-	4,045			4,045	3,600	445
Earmarked Reserve - Pride in Durham	5		-	57,420			57,420	57,420	-
<b>Other Grants and Contributions</b>									
Freemans Quay Leisure Centre - Competition Line	6		440,000	285,024			725,024	665,909	59,115
Freemans Quay Leisure Centre - Sport England Grant	6		250,000	-		(3,750)	246,250	246,250	-
Freemans Quay (Art) - Banks	7		-	30,000			30,000	30,000	-
Freemans Quay (Art) - Needles Artistic Commission					10,000		10,000	10,000	-
URRI - Sherburn Hill Env Imps	8		-	10,321			10,321		10,321
DEFRA - Sherburn Hill Env Imps	8		-	15,000			15,000		15,000
SHIP 3 Grant - Obj 3 - Private Sector Loans	9		80,000	-			80,000		80,000
SHIP 3 Grant - Obj 3 - DFG's	1		110,000	-	1,000		111,000	111,000	-
The Journey Trust - Millennium Place Statue	10		90,000	13,000	(26,000)		77,000	77,000	-
Palace Green Toilets - University	11		-	10,000			10,000	10,000	-
Environment Agency - Canoe Access	12		-	18,750			18,750		18,750
Parish Contributions to replacement bus shelters	13		-	-	14,881		14,881	14,881	-
Parkhill Play Area	15		-	-			-	-	-
-Sport England	15		-	-			-	-	-
-Big Lottery Fund	15		-	-	50,000		50,000	50,000	-
-Awards for All	15		-	-	5,000		5,000	5,000	-
-Parish Council	15		-	-	6,500		6,500	6,500	-
-Revenue (Members)	15		-	-	4,000		4,000	4,000	-
-DVRC	15		-	-	171,996		171,996	89,230	82,766
Waste Recycling Grant			-	21,498			21,498	21,498	-
<b>TOTAL FINANCING</b>			1,721,000	1,050,072	36,532	(3,750)	2,803,854	2,105,961	697,893
			2						

## CITY OF DURHAM

## HOUSING BUSINESS PLAN 2008/09

## FINANCIAL REPORT FOR THE PERIOD 1 APRIL 2008 TO 31 DECEMBER 2008

	Budget Holder	2008/09 Original Estimate £	Slippage B/Fwd 2007/08 £	Other Adjustments £	Slippage (to) / from 2009/10 £	Revised Estimate £	Expenditure Total £	Balance To Spend £
Professional Admin. Fees	A. Moscardini	479,719	-			479,719	359,793	119,926
<b>DSHI Programme 2007/08</b>								
Framwellgate Moor	A. Moscardini	-	-	3,522.00		3,522	3,522	-
Gilesgate	A. Moscardini	-	-	422.00		422	422	-
Ushaw Moor	A. Moscardini	-	-	1,469		1,469	1,469	-
Sherburn Village	A. Moscardini	-	-	19,673		19,673	19,673	-
<b>Total</b>		-	-	<b>25,086</b>	-	<b>25,086</b>	<b>25,086</b>	-
<b>DSHI Programme 2008/09</b>								
Bearpark	A. Moscardini	420,000	(227)			419,773	405,584	14,189
Brasside	A. Moscardini	59,000	-			59,000	42,189	16,811
Claypath	A. Moscardini	53,000	-			53,000	22,935	30,065
Coxhoe	A. Moscardini	62,000	-	3,071		65,071	65,071	-
Croxdale	A. Moscardini	139,000	(8,114)	11,187		142,073	142,073	-
Elvet	A. Moscardini	223,000	-	(8,043)		214,957	102,551	112,406
Esh Winning	A. Moscardini	200,000	(366)			199,634	131,774	67,860
Framwellgate Moor	A. Moscardini	867,000	(14,058)	(124,868)		728,074	680,752	47,322
Gilesgate	A. Moscardini	103,000	(1,205)			101,795	6,224	95,571
Kelloe	A. Moscardini	340,000	-			340,000	313,077	26,923
Meadowfield	A. Moscardini	160,000	-			160,000	19,345	140,655
Shadforth	A. Moscardini	102,000	-	17,804		119,804	119,804	-
Sherburn Road	A. Moscardini	223,000	-	(97,166)		125,834	7,557	118,277
Heating Replacements	A. Moscardini	702,000	64,790	107,483		874,273	874,273	-
Adhocs	A. Moscardini	113,012	-	73,410		186,422	186,422	-
<b>Total</b>		<b>3,766,012</b>	<b>40,820</b>	<b>(17,122)</b>	-	<b>3,789,710</b>	<b>3,119,632</b>	<b>670,079</b>
<b>Planned Repairs: Capital</b>								
Gas Renewals	A. Moscardini	100,000	-			100,000	50,415	49,585
Energy Budget	A. Moscardini/H.	20,000	-	15,909.00		35,909	5,742	30,167
<b>Total</b>		<b>120,000</b>	-	<b>15,909</b>		<b>135,909</b>	<b>56,157</b>	<b>79,752</b>
<b>Miscellaneous: Capital</b>								
District Discretionary Fund	A. Moscardini	-	12,000			12,000		12,000
Medical Adaptations (Gross)	N. Mohammad	288,000	6,834	23,444		318,278	318,278	-
DDA Works	A. Moscardini	-	58,105	(23,444)		34,661	30,801	3,860
Off Street Parking Initiatives	A. Moscardini	50,000	2,454	(23,873)		28,581		28,581
Parking Initiative - Henry Avenue Bowburn	M. Lee	-	21,650			21,650		21,650
Parking Initiative - Parkhill Estate Coxhoe	M. Lee	-	2,656			2,656		2,656
Parking Initiative - Frank Street Gilesgate	M. Lee	-	1,050			1,050		1,050
<b>Total</b>		<b>338,000</b>	<b>104,749</b>	<b>(23,873)</b>	-	<b>418,876</b>	<b>349,080</b>	<b>69,797</b>
<b>TOTAL CAPITAL EXPENDITURE</b>		<b>4,703,731</b>	<b>145,569</b>	-	-	<b>4,849,300</b>	<b>3,909,748</b>	<b>939,554</b>
<b>FINANCING - CAPITAL</b>								
Capital Receipts								
MRA		277,460	68,779	(65,909)	-	280,330	280,332	-
Direct Revenue Financing		3,866,012	-		-	3,866,012	3,115,565	750,447
Supported Borrowing (Inc SHIP)		312,259	-	50,000	-	362,259	271,694	90,565
DRF - Member Discretionary Scheme		248,000	-		-	248,000	186,000	62,000
Energy Efficiency Grant		-	12,000		-	12,000	-	12,000
<b>Total</b>		<b>4,703,731</b>	<b>145,569</b>	<b>15,909</b>	-	<b>4,849,300</b>	<b>56,157</b>	<b>24,542</b>
<b>TOTAL FINANCING - CAPITAL</b>		<b>4,703,731</b>	<b>145,569</b>	<b>0</b>	-	<b>4,849,300</b>	<b>3,909,748</b>	<b>939,554</b>

**CITY OF DURHAM**  
**USHAW MOOR COMMUNITY INVESTMENT FUND 2008/09**  
**FINANCIAL REPORT FOR THE PERIOD 1 APRIL 2008 TO 31 DECEMBER 2008**

	Budget Holder	Original Approval £	Spend in previous Years (i.e to 31/03/08) £	Slippage B/Fwd From 2007/08	2008/09 Approved Grants £	Other Adjustments £	Slippage C/FWD to 2009/10	Adjusted Estimate £	Income / Expenditure to Date (Gross) £	Balance to Spend £
Deerness Valley School - Fit for Employment	J. Tindale	25,000	25,000	-	-			-		-
New Brancepeth Homezone	J. Tindale	85,000	85,000	-	-			-		-
DAMLA - Bungalows at Hunters Gate (DVRC Direct)	A. Delandre	40,000	40,000	-	-			-		-
DCC - Broom Lane	J. Tindale	80,000	80,000	-	-			-		-
Deerness Valley School - Football Facility	J. Tindale	75,000	75,000	-	-			-		-
DCC - Auton Suite	J. Tindale	108,000	108,000	-	-			-		-
Frontage 2 Station Road	J. Tindale	31,500	31,500	-	-			-		-
Env. Works at Flass Tce, Highfield Tce & Whitehouse	J. Tindale	90,000	-	90,000	-	4,562		94,562	94,562	-
Play Area at New Brancepeth	J. Tindale	102,560	-	102,560	-			102,560	88,323	14,237
Broom Rd & Station Rd crossroad enhancement	J. Tindale	72,000	-	72,000	-			72,000		72,000
Deerness Sports Centre Parking	J. Tindale	55,000	-	55,000	-			55,000	50,000	5,000
		<b>764,060</b>	<b>444,500</b>	<b>319,560</b>	<b>-</b>	<b>4,562</b>	<b>-</b>	<b>324,122</b>	<b>232,885</b>	<b>91,237</b>
<b>TOTAL GROSS EXPENDITURE</b>		<b>764,060</b>	<b>444,500</b>	<b>319,560</b>	<b>-</b>	<b>4,562</b>	<b>-</b>	<b>324,122</b>	<b>232,885</b>	<b>91,237</b>
<b>GRANTS AND FUNDING</b>										
Members Discretionary Fund (Flass/Highfield/Whitehouse)		12,000	-	12,000	-			12,000	12,000	-
Cont. from Brandon & Byshottles PC (Flass/Highfield/Whitehouse)		3,000	-	3,000	-			3,000	3,000	-
Cont. from Community Development (Flass/Highfield/Whitehouse)		1,500	-	1,500	-			1,500	1,500	-
SRB6 Grant Allocation (Flass/Highfield/Whitehouse)		1,500	-	1,500	-			1,500	1,500	-
Durham County Council - URRI		20,000	-	20,000	-			20,000	-	20,000
DVRC Capital Receipt		726,060	444,500	281,560	-	4,562		286,122	214,885	71,237
<b>TOTAL FUNDING</b>		<b>764,060</b>	<b>444,500</b>	<b>319,560</b>	<b>-</b>	<b>4,562</b>	<b>-</b>	<b>324,122</b>	<b>232,885</b>	<b>91,237</b>

[illegible]

## CITY OF DURHAM

	Budget Holder	Original Approval £	Spend in previous Years (i.e to 31/03/08) £	Slippage B/Fwd From 2007/08	2008/09 Approved Grants £	Other Adjustments £	Slippage CFWD to 2009/10	Adjusted Estimate £	Income / Expenditure to Date (Gross) £	Balance to Spend £
	<b>Schemes Approved by Flourishing Communities Exec Board</b>									
	Belmont Parish Hall Association - Parish Hall Project	63,000	63,000	-	-		-	-		-
	Sherburn OAK - Play Equipment	20,000	20,000	-	-		-	-		-
	Witton Gilbert - Roof & Security	98,921	98,921	-	-		-	-		-
	Brandon Community Club - Security Fencing	30,889	30,889	-	-		-	-		-
	Coxhoe Community Partnership - Sensory Gardens	25,000	25,000	-	-		-	-		-
	Belmont Skate Park *	32,000	32,000	-	-		-	-		-
	Witton Gilbert Environmental Improvements	50,250	50,250	-	-		-	-		-
	Sherburn Village Environmental Improvements*	50,914	50,914	-	-		-	-		-
	Esh Winning Environmental Improvements	80,000	80,000	-	-		-	-		-
	Ludworth Green Space Project*	20,755	20,755	-	-		-	-		-
	Abbey Skate Park	8,970	8,970	-	-		-	-		-
	Meadowfield Skate Park*	43,030	43,030	-	-		-	-		-
	Durham Amateur Rowing Club (CGF)	50,000	50,000	-	-		-	-		-
	All Saints Methodist Church	10,000	10,000	-	-		-	-		-
	Kelloe Village Community Partnership	25,000	5,102	19,898		169,000		188,898		188,898
	Esh Winning Cricket Club	10,000	10,000	-	-		-	-		-
	Finchale Training College - Memorial Garden	9,000	-	9,000			-	9,000	9,000	-
	Moorfield & Cheverley Park Play Area	50,000	35,004	14,996				14,996		14,996
	Unspecified / Unallocated	29,912	-	29,912	100,000	(129,912)		-		-
	<b>Site Investigation and Disposal Costs</b>									
	Administration	106,072	106,072	-	-		-	-		-
	Site Investigation and Disposal Costs	85,600	85,600	-	-		-	-		-
		<b>899,313</b>	<b>825,507</b>	<b>73,806</b>	<b>100,000</b>	<b>39,088</b>	<b>-</b>	<b>212,894</b>	<b>9,000</b>	<b>203,894</b>
	<b>TOTAL GROSS EXPENDITURE</b>	<b>899,313</b>	<b>825,507</b>	<b>73,806</b>	<b>100,000</b>	<b>39,088</b>	<b>-</b>	<b>212,894</b>	<b>9,000</b>	<b>203,894</b>
	<b>GRANTS AND FUNDING</b>									
	DVRC Capital Receipt	670,098	659,003	11,095	100,000	(104,201)		9,000	9,000	-
	s106 Agreements Applied - Moorfield & Cheverley	10,000	-	10,000				10,000		10,000
	Gfund Capital	15,000	-	15,000				15,000		15,000
	Kelloe Community Play Area							-		-
	- Awards for All					5,000		5,000		5,000
	- Comic Relief					5,000		5,000		5,000
	- Garfield Weston					10,000		10,000		10,000
	- CDENT					33,000		33,000		33,000
	- Local Network Fund					7,000		7,000		7,000
	- FSA					6,000		6,000		6,000
	- YOF					15,000		15,000		15,000
	- BIFFA					50,000		50,000		50,000
	- Play Strategy					50,000		50,000		50,000
	Flourishing Communities Fund - Capital Grants Fund	204,215	166,504	37,711		(39,817)		(2,106)	-	(2,106)
	<b>TOTAL FUNDING</b>	<b>899,313</b>	<b>825,507</b>	<b>73,806</b>	<b>100,000</b>	<b>36,982</b>	<b>-</b>	<b>212,894</b>	<b>9,000</b>	<b>203,894</b>

**FINANCIAL REPORT FOR THE PERIOD 1 APRIL TO 31 DECEMBER 2008****FORECAST SUMMARY OF MOVEMENT IN RESERVES AND BALANCES 2008/09**

	Actual Balance at 1 April 2008	Transfers / Contributions to the Fund 2008/09	Transfers from and Commitments Against the Fund 2008/09	Forecast Balance at Year End – 31 December 2008	Notes
	£000	£000	£000	£000	
<b>Earmarked Funds and Balances :</b>					
Insurance and Risk Management Fund	500	93	(143)	450	1
Redundancy Strain	464	460	(464)	460	2
Job Evaluation – Contingency Provision	300	-	(300)	-	3
FCF (LABGIS – Small Grants)	40	-	(40)	-	4
Flourishing Communities Fund (General)	38	-	(38)	-	5
Section 106 Agreements	206	-	(70)	136	6
Pride In Durham	57	-	(57)	-	7
Corporate & Service Initiatives	34	-	(34)	-	8
HMO Licensing Reserve	150	-	(50)	100	9
City Centre Visioning	100	-	-	100	10
<b>Total Earmarked Reserves &amp; Balances</b>	<b>1,889</b>	<b>553</b>	<b>(1,196)</b>	<b>1,246</b>	
<b>Strategic Emergency Reserve</b>	<b>700</b>	<b>-</b>	<b>(700)</b>	<b>-</b>	11
<b>General Reserve</b>	<b>667</b>	<b>1,013</b>	<b>(1,136)</b>	<b>544</b>	11
<b>Total General Fund Reserves &amp; Balances</b>	<b>3,256</b>	<b>1,566</b>	<b>(3,032)</b>	<b>1,790</b>	
<b>Housing Revenue Account</b>	<b>851</b>	<b>97</b>	<b>-</b>	<b>948</b>	12
<b>Usable Capital Receipts Reserve</b>	<b>1,608</b>	<b>590</b>	<b>(1,733)</b>	<b>465</b>	13
<b>Total Reserves and Balances</b>	<b>5,715</b>	<b>2,253</b>	<b>(4,765)</b>	<b>3,203</b>	



**NOTES****1) Insurance and Risk Management Fund**

The fund is increased / decreased every year to reflect any net under and overspends on the insurance claims provision and premiums budgeted for within the revenue accounts. The estimated balance at 31 March 2009 is within the approved strategy approved by Council on 27 September 2007 of maintaining a minimum balance of £400,000 on this Fund.

**2) Redundancy Strain**

This fund relates to the costs associated with the strain on the pension fund as a result of early retirements in previous years and reflects the major restructuring of the Council in 2004/05 primarily and subsequent mini-restructuring following consideration of requests for early retirement on the grounds of efficiency. The contributions to this fund relate to the costs of early retirement pension fund strain which is charged to the revenue accounts over a five year period. Allocations from this fund relate to cash payments made into the Durham County Pension Fund on an annual basis.

**3) Job Evaluation – Contingency Provision**

This Fund was created at 31 March 2008. It reflects the savings achieved in 2007/08 against the budget for the potential General Fund costs of implementing a single status / job evaluation agreement in 2007/08, which was to be financed from anticipated Local Authority Business Growth Incentive Scheme (LABGIS) last year. Whilst the LABGIS grant was received in 2007/08 an agreement was not entered into in terms of single status / job evaluation and therefore an earmarked fund was created at the year end to passport the original identified resources into 2008/09.

A contingency expenditure sum of £300,000 was included within the 2008/09 budget framework to cover the estimated General Fund additional costs of implementing an agreement in 2008/09, offset by the application of the earmarked reserve to finance this. It is anticipated at this stage that £25,000 of this Fund will be applied to fund the potential costs of implementing the job evaluation agreement should this be implemented. This assumes that agreement will be not now be reached until March 2009, with any changes in salary will not being backdated. The balance of £275,000 has been transferred to general reserves.

**4) Flourishing Communities Fund (Small Grants)**

This Fund was created at 31 March 2006 and is earmarked for Small Grant awards under the City Council's Flourishing Communities Initiative. All available resources have now been committed. It is anticipated that the fund will be fully expended by the year-end.

## 5) Flourishing Communities Fund (General Grants)

This Fund was also created at 31 March 2006 and was earmarked for grant awards under the City Council's Flourishing Communities Initiative. The fund complimented the application of capital receipts earmarked and allocated to the Flourishing Communities initiative and for Community Investments as part of the "Achieving the Vision" report and subsequent Village Appraisals. All residual commitments in 2008/09 will be financed by earmarked capital receipts and no new applications are now being considered. The unallocated balance has been transferred to the General Reserve.

## 6) Section 106 Agreements

These relate to cash received from developers as part of planning conditions. They are held for application against the provision of community recreation and other facilities and the amounts held relate to: -

	<b>Actual Brought Forward 01/04/08</b>	<b>Received in Year</b>	<b>Applied / Allocated in Year</b>	<b>To Be Carried Forward 31/03/09</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
S106 Rock Terrace, New Brancepeth	3,645	-	-	3,645
S106 Lowland House	14,985	-	(13,520)	1,465
S106 Keipier Woods	6,480	-	(6,480)	-
S106 Chesterton Homes, Court Lane, Durham	6,075	-	-	6,075
S106 Browns Bus Development, New Brancepeth	8,100	-	-	8,100
S106 Cheserton Homes (Paxton Mews Site)	6,885	-	-	6,885
S106 Dryburn Hospital	37,405	-	-	37,405
S106 Brancepeth Castle Development	4,455	-	-	4,455
S106 Shepard Homes (Rainton Lodge Site)	(4,860)	-	-	(4,860)
S106 Shepard Homes, Cock of the North	17,010	-	-	17,010
S106 AMEC Millennium Place	50,000	-	(50,000)	-
S106 New Durham Courtyard	7,290	-	-	7,290
S106 Rear of Marshall Terrace	12,960	-	-	12,960
S106 Angerstein Court	4,455	-	-	4,455
S106 Gentoo Ventures Ltd.	10,935	-	-	10,935
S106 Persimmon Plc	20,000	-	-	20,000
S106 Pittington Parent & Toddler	-	2,000	(2,000)	-
<b>Totals</b>	<b>205,820</b>	<b>2,000</b>	<b>(72,000)</b>	<b>135,820</b>

**7) Pride in Durham**

This Fund was created at 31 March 2006 to supplement investments factored into the General Fund Capital Programme. The full £57,420 brought forward on 1 April 2008 is held against brought forward spending commitments in the 2008/09 General Fund Capital Programme and therefore it is anticipated that the fund will be fully expended by the year-end.

**8) Corporate and Services Initiatives Fund**

This Fund (previously called the Budget Support Fund) was set aside to finance initiatives (both revenue and capital) not included within the base budget. It was a contingency fund that could be accessed to relieve short term and unexpected pressures and was used to finance one off non-recurring items. The balance brought forward at 1 April reflected unspent commitments brought forward from 2007/08. The commitments against the Fund (which have been built into the financial figures included in the Annexes to Appendix A - Items 1 to 5), together with an indication of the uncommitted sums at 31 December 2008, are as follows: -

	<b>Revenue / Capital</b>	<b>Amounts Available / Allocated in Year £</b>
<b>Balance Brought Forward 1 April 2008</b>		<b>34,065</b>
<b>Commitments – Approved Carry Over</b>		
Marketing Costs – Freemans Quay LC	Revenue	(11,073)
Churchyard / Headstone Improvements	Capital	(4,045)
Service Improvement and Awards	Revenue	(6,794)
City Care Equipment Upgrades	Revenue	(12,153)
<b>Uncommitted Sums at 31 December 2008</b>		<b>-</b>

**9) HMO Licensing Reserve**

Houses in Multiple Occupation required licensing / inspecting from 1 April 2006. The licence is issued for a period of 5 years, therefore this reserve is to off set 4 years of expenditure before the license is re-issued. The reserve was established at 31 March 2007 and represents the unspent HMO Licensing income in 2006/07. Allocations of £50,000 per annum are made from this fund into the Public Health Revenue account to cover the re-issue and inspection costs associated with the HMO Licensing administration.

**10) City Centre Visioning Fund**

The reserve was established at 31 March 2007 from an underspend on the 2006/07 Durham City Visioning Budget. A further contribution of £50,000, representing the underspend in 2007/08 was made into the fund at 31 March 2008. This fund is available to match fund projects within the visioning in 2008/09 and beyond, the timing of which is uncertain and dependent on partner contributions.

**11) Strategic Emergency Reserve and General Reserve**

In terms of the General Fund Non-Earmarked Reserve, the Local Government Act 2003 requires all Local Authorities to reach and maintain a minimum level of resources. The Comprehensive Performance Assessment Framework gives an indication of the likely minimum requirement. The level of General Fund Reserves is set at 5% of Net Operating Expenditure, plus the Bellwin Scheme. For the City Council, this would lead to a minimum reserve requirement of approximately £700,000 at 31 March 2009. The Council, at its meeting of 27 September 2007, resolved to maintain a minimum Strategic Emergency Reserve of £700,000.

In setting the minimum level of reserves, each Council must take into account the risks they actually face. Council, at its Meeting of 27 September 2007 also approved that a General Reserve (for budget support purposes) be set aside. In setting the 2008/09 budgets this reserve was forecast to have a balance of £559,693 at 31 March 2008 and £502,637 was allocated towards support to the budget framework. £198,000 was allocated to finance specific on-off issues such as the implementation costs associated with the new kerbside recycling scheme and the year one costs associated with business build for the new Freeman's Quay LC. £304,637 was allocated to offset a contingency budget of £460,000 for transition costs and unforeseen events in 2008/09. £227,606 has been allocated from this contingency towards transition related issues. Leaving an unallocated sum of £232,394 at 31 December 2008, which is forecast to remain unallocated at the year-end.

As noted above, the unallocated balance on the Flourishing Communities earmarked reserve (totalling £37,711), along with £275,000 from the Job Evaluation Contingency Provision has been transferred into the General Reserve, taking the combined position, prior to consideration of the outturn, to £1,679,471.

The probable outturn position for the General Fund shows an estimated budget deficit of £357,974. This is net of savings on Job Evaluation (of £275,000) and the planned use of General Reserves within the budget framework (of £502,637). Added together there is a forecast total call on General Fund balances of £1,135,611 at the year-end. The projected outturn position means that no further sums can be allocated from the contingency provision, indeed the £700,000 transfer from the Strategic Emergency Reserve will be necessary, taking the position of this reserve at 31 March 2009 down to zero – which is below the minimum threshold approved by Council in September 2007. The forecast General Fund balance at 31 March is £543,860.

**12) Housing Revenue Account Balance**

This reserve is earmarked for HRA purposes. The transfer into the fund in 2008/09 reflects the forecast underspend on the Housing Revenue Account in 2008/09.

**13) Usable Capital Receipts Reserve**

Please see Annex – Item 3 for detailed breakdown and explanation of movements on this Fund in 2008/09

## Agenda Item 5(b)

**STATUS PUBLIC**

<b>Portfolio Member/Director/Head of Service</b> Councillor Dennis Southwell/ Paul Darby	<b>Portfolio</b> Finance
<b>Subject</b>  Report on the Treasury Management Service and Actual Prudential Indicators 2008-09 – Position at 31/12/08	<b>Date</b> 18 February 2009
	<b>Forward Plan</b> No
<b>Contact Officer</b>  Paul Darby, Director of Financial Services Tel : 0191 301 8622 Email : <a href="mailto:pdarby@durhamcity.gov.uk">pdarby@durhamcity.gov.uk</a>	<b>Previous Minutes</b>  Minute Number 224 – 15/10/08 Minute Number 282 – 26/11/08
<b>Purpose of Report</b>  The purpose of this report is to present details of the treasury management activity undertaken and actual performance against the associated prudential indicators for 2008/09 during the period 1 April to 31 December 2008. The report is prepared in the context of the Treasury Management and Investment strategies approved by Council on 26 February 2008 and is further to the report to Cabinet 26 November 2008, which detailed the position for the first 6 months of 2008-09.	
<b>Executive Summary</b>  This report shows that the Council fully complied with its legislative and regulatory requirements in terms of its treasury management activity for the period covered by the report. It sets out details of the Councils Capital Expenditure plans, the impact of the Capital Expenditure on Council Tax and Rents and highlights changes to the financing of the Capital Programme. It also confirms that borrowing was only undertaken for a capital purpose and that the Statutory borrowing limit and the Authorised Limit was and has not been breached. Finally it provides information regarding borrowing and investments in the period and confirms they were made in full accordance with the Treasury Management Strategy.	
<b>Portfolio Member Recommendations or items Requiring a Cabinet Decision</b>  That Cabinet note and approve the Treasury Management stewardship report and performance against the prudential indicators for 2008/09, during the period 1 April 2008 to 31 December 2008, as set out in Appendix A.	
<b>Reasons for Recommendations</b>  This report is a requirement of the Council's reporting procedures and is in line with both the CIPFA code of Practice on Treasury Management and the CIPFA Prudential code for Capital Finance in Local Authorities. The Council is required to comply with both Codes through Regulations issued under the Local Government Act 2003.	

**Alternative Options to be Considered**

None – the reporting of performance against the Treasury Management and Investment strategies approved by Council is a key corporate and financial governance requirement and therefore not reporting performance is not an option.

**Consultation**

The content of this report and the associated appendix has been considered and approved by the Councils Officers Management Team, including the three statutory officers, and follows guidance received from the Councils appointed Treasury Management Consultants.

**Financial, Legal and Risk Implications**

There are no specific financial, legal or risk implications risks associated with or arising from this report.

Financial, legal and risk implications, particularly minimising exposure to risk, underpin the Councils internal controls and procedures within the Treasury Management service. The policies and procedures in place reflect the strategies approved by Council and are subject to close and regular scrutiny.

**Resource Implications**

There are no specific resource implications associated with the approval of this report.

**Timescale for Action**

Not applicable – the recommendations in this report are not time specific.

**Associated Policies and Plans**

- Treasury Management Strategy and Prudential Indicators 2008/09

**Supporting Documents**

- Appendix A – Quarterly Report on the Treasury Management Service and Prudential Indicators 2008/09 – Position at 31/12/08

**Background Papers**

- Prudential Capital Code for Capital Finance in Local Authorities – Prudential Indicators 2008-09 – Report to Council 26 February 2008
- Treasury Management & Investment Strategy 2008/09 – Report to Council 26 February 2008
- Prudential Indicators 2008/09 – Report to Council 26 February 2008
- Quarterly Report on the Activities of Treasury Management Operation for the City Council – Quarter Ended 30 June 2008: Reported to Cabinet 15/10/08
- Half Yearly Report on the Treasury Management Service and Actual Prudential Indicators 2008-09 – Position at 30 September 2008: Reported to Cabinet 26/11/08
- Guidance from Councils appointed Treasury Management Consultants – Butlers
- Agresso Financial Management system and associated working papers



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# **Quarterly Report on the Treasury Management Service and Prudential Indicators 2008/09**

Paul Darby, Director of Financial Services  
March 2009

## 1. Introduction

- 1.1 The purpose of this report is to review the performance of the Council's Treasury Management activities to the quarter ended December 2008. One of the requirements of the Prudential Code is to ensure that an authority has adequate monitoring of its capital expenditure plans, prudential indicators (PIs) and treasury management operations. This report fulfils that requirement and is based on performance against the Council's treasury strategy and PIs, approved by Council 26 February 2008.

## 2. Capital Expenditure

- 2.1 This table shows the Actual Capital Expenditure programme for 2007/08 and the changes between the original capital programme and the current position for 2008/09.

<b>2007/08 Actual £000</b>	<b>Capital Expenditure by Service</b>	<b>2008/09 Original Budget £000</b>	<b>2008/09 Revised Estimate £000</b>
5,154	Housing Capital Expenditure	4,704	4,849
1,403	Flourishing Communities	895	1,551
3,277	Quality Public Services	1,006	1,992
880	Capital city	240	343
139	Admin Fees	0	0
<b>10,853</b>	<b>Total</b>	<b>6,845</b>	<b>8,735</b>

The approved capital programmes have been amended to reflect the carry forward of underspends in 2007/08 as detailed in the Statement of Accounts approved by Council in June 2008. The revised estimates also include in year amendments to the capital programmes, as approved by Cabinet and subject to Business as Usual consent from Durham County Council where appropriate.

## 2.2 Changes to the Financing of the Capital Programme

The table below draws together the main strategy elements of the capital expenditure plans (above), highlighting the original supported and unsupported elements of the capital programme, and the expected financing arrangements for this capital expenditure. The borrowing element of the table increases the underlying indebtedness of the Council in the Capital Financing Requirement (CFR), although this will be reduced in part by revenue charges for the repayment of debt.



<b>2007/08 Actual</b>		<b>2008/09 Original Budget</b>	<b>2008/09 Revised Estimate</b>
<b>£000</b>	<b>Capital Expenditure</b>	<b>£000</b>	<b>£000</b>
5,134	Non-HRA Capital Expenditure	2,141	3,886
5,154	HRA Capital	4,704	4,849
<b>10,288</b>	<b>Total spend</b>	<b>6,845</b>	<b>8,735</b>
	<b>Financed by:</b>		
248	Supported Borrowing	248	248
1,117	Capital receipts	1,172	1,802
4,399	Capital Grants & Contributions	5,013	6,132
3,330	Capital Reserves	0	61
1,194	Revenue	412	492
<b>10,288</b>	<b>Total</b>	<b>6,845</b>	<b>8,735</b>

### 2.3 Prudential Indicators - Impact of Capital Expenditure Plans

#### Impact on Council Taxpayer

This indicator estimates the incremental impact of capital investment decisions on the council tax and identifies the trend in the cost of changes in the three year capital programme compared to the Council's original budget commitments. The assumptions will invariably include some areas, such as the level of government support, which is not published over a three year period.

<b>2007/08 Actual</b>		<b>2008/09 Original Estimate</b>	<b>2008/09 Revised Estimate</b>
<b>£ p</b>	<b>Council Tax</b>	<b>£ p</b>	<b>£ p</b>
77.14	Band D	3.64	4.35

The 2008/09 revised indicator reflects the additional capital receipts required to fund carry over commitments on the 2008/09 Capital programme.

#### Impact on Council Tenants

This indicator identifies the incremental impact of capital investment decisions on housing rent levels and is similar to the Council tax calculation in that it takes into account the trend in the cost of changes in the housing capital programme compared to the Council's original commitments, expressed as a change in weekly rent levels.

<b>2007/08 Actual £ p</b>	<b>Housing</b>	<b>2008/09 Original Estimate £ p</b>	<b>2008/09 Revised Estimate £ p</b>
0.75	Weekly Rents	1.45	1.18

## 2.4 Changes to the Capital Financing Requirement (CFR) and the External Debt

The table below shows the CFR, which is the Council's underlying external need to borrow for a capital purpose. It is increased each year by any new borrowing need (as above), and decreased by any statutory revenue charge for the repayment of debt (the Minimum Revenue Provision).

<b>2007/08 Actual £000</b>		<b>2008/09 Original Estimate £000</b>	<b>2008/09 Revised Estimate £000</b>
3,889	CFR – Non Housing	3,734	3,734
18,793	CFR – Housing	19,041	19,041
<b>22,682</b>	<b>Total CFR</b>	<b>22,775</b>	<b>22,775</b>
+86	Net movement in CFR (Year on Year)	+93	+93

## 2.5 Prudential Indicator - Limits to Borrowing Activity

The first key control over the Council's activity is a Prudential Indicator to ensure that over the medium term, net borrowing will only be for a capital purpose. Net external borrowing should not, except in the short term, exceed the total of CFR in the preceding year plus the estimates of any additional CFR for 2008/09 and next two financial years. This allows some flexibility for limited early borrowing for future years.

<b>2007/08 Actual £000</b>		<b>2008/09 Original Estimate £000</b>	<b>2008/09 Revised Estimate £000</b>
22,153	Gross Borrowing	21,322	21,322
4,787	Investments	5,207	1,950
17,366	Net Borrowing	16,115	19,372
22,597	CFR (Previous Year Only)	22,682	22,682

As can be seen, net external borrowing remains well within the Councils CFR and there are no difficulties envisaged for the current or future years – taking into account current commitments and existing plans.

2.6 A further two PIs measure and control the overall level of borrowing. These are:

The **Authorised Limit**, representing the limit beyond which borrowing is prohibited, and needs to be set and revised by members. It reflects the level of borrowing which, while not desired, could be afforded in the short term, but is not sustainable. It is the expected maximum borrowing need with some headroom for unexpected movements. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003.

**The Operational Boundary**, which is based on the probable external debt during the course of the year; it is not a limit and actual borrowing could vary around this boundary for short times during the year. CIPFA anticipate that this should act as an indicator to ensure the authorised limit is not breached.

2007/08 Actual  £000		2008/09 Original Estimate £000	2008/09 Revised Estimate £000
28,782	Authorised limit for external debt	28,875	28,875
26,182	Operational boundary for external debt	26,275	26,275

## 2.7 Borrowing & Repayment

The Director of Financial Services, under delegated powers, will continue to take the most appropriate form of borrowing depending on the prevailing interest rates at the time, taking into account the risks shown in the forecast above. It is likely that longer term fixed rates will be considered if borrowing levels remain relatively low and this may include borrowing in advance of future years requirements. It is anticipated that there will be no new borrowing in the remainder of 2008/09.

## 2.8 Analysis of All Long Term Loan Transactions

Type of Institution	Balance at 01/04/08 £000	Borrowed £000	Repaid £000	Premature Repayments £000	Balance at 31/12/08 £000	Estimated Balance 31/03/09
<b>PWLB</b>						
- Annuity	4,164	Nil	492	Nil	3,672	3,472
- Maturity	15,500	Nil	Nil	Nil	15,500	15,500
Depfa	2,000	Nil	Nil	Nil	2,000	2,000
Other	350	Nil	Nil	Nil	350	350
<b>Total</b>	<b>22,014</b>	<b>Nil</b>	<b>(492)</b>	<b>Nil</b>	<b>21,522</b>	<b>21,322</b>

## 2.9 Expectations on the Economy and Interest Rate Movements

The UK economy has entered a profound recession, worsened by a dangerous combination of negative growth and dislocation in the domestic and world financial markets. The situation in the economy is considered critical by the policy setters who are concerned that the testing financial environment, the sharp decline in house prices and persistently tight credit conditions could trigger a collapse in consumer confidence. At best this could deliver a short, sharp downturn, at worst a prolonged Japanese-style recession.

The sharp downturn in world commodity, food and oil prices, the lack of domestic wage pressures and weak retail demand promises a very steep decline in inflation in the year ahead. In the recent pre-Budget Report, the Treasury suggested RPI inflation could fall to minus 2.25% by September 2009. Inflation considerations will not be a constraint upon Bank of England policy action. Indeed, the threat of deflation strengthens the case for more aggressive policy ease.

The Government's November pre-Budget Report did feature some fiscal relaxation but it also highlighted the very poor health of public sector finances. The size of the package is considered insufficient to kick-start the economy. The onus for economic stimulation will fall upon monetary policy and the Bank of England.

The Bank will continue to ease policy and the need to drive commercial interest rates, currently underpinned by the illiquidity of the money market, to much lower levels suggests the approach will be more aggressive than might otherwise have been the case. A Bank Rate of 1% now seems a distinct possibility and short-term LIBOR rates of below 2% may result. Only when the markets return to some semblance of normality will official rates be edged higher.

Long-term interest rates will be the victim of conflicting forces. The threat of deep global recession should drive bond yields to yet lower levels and this will be a favourable influence upon the sterling bond markets. But the prospect of exceptionally heavy gilt-

edged issuance in the next three years (totalling in excess of £100bn per annum), as the Government seeks to finance its enormous deficit, could severely limit the downside potential for yields.

### Medium-Term Rate Estimates (averages)

Annual Average %	Bank Rate	Money Rates		PWLB Rates		
		3 month	1 year	5 year	20 year	50 year
2008/09	3.9	5.0	5.3	4.2	4.8	4.5
2009/10	1.0	1.6	1.8	2.4	3.9	3.8
2010/11	1.7	2.1	2.8	3.2	4.1	4.0
2011/12	2.4	2.8	3.6	4.0	4.3	4.1

## 2.10 Borrowing and Debt Rescheduling

Opportunities for debt restructuring are continually monitored, taking into account advice from the Councils Treasury Management consultants. Action will only be taken where the Director of Financial Services feels it is most advantageous, taking into account the impact of premiums payable on early redemption of any high coupon debt held currently.

No debt rescheduling activity has been undertaken during the period covered by this report. No further debt rescheduling is anticipated in the final quarter of 2008/09.

## 3. Investments

### 3.1 Investment Strategy

Officers assess the Council's cash flows on a daily basis, taking into account detailed forecasts of funds needed throughout the year, and invest any surplus funds in accordance with approved Treasury Management Practices (TMP's). Investments are only made with authorised counter parties. Fixed investments are made for sums of £500,000 plus and for varying periods up to 364 days. Excess funds that are held temporarily for only a few days, for cash flow purposes, are invested in either the Co-Operative Banks Call Account or 7 Day Account held by the Council.

The key objective of the Council's investment strategy is the safeguarding of the repayment of the principal and interest of its investments on time – the investment return being a secondary objective. Following on from the economic background above, the current investment climate has one over-riding risk consideration, that of counterparty risk. As a result of these underlying concerns officers are implementing an operational investment strategy which tightens the controls already in place in the approved investment strategy. It is tightening control by utilising the best available counterparties and reviewing the time monies are lent.

Expected future activity – As short-term interest rates around the world are cut towards historic low levels, the combination of recession, a serious credit crunch and a dysfunctional financial system is creating a fundamentally new and unprecedented interest rate environment.

Interest rates have been cut sharply around the world and the strong expectation is that further cuts are in the pipeline. Bank Rate has been cut to 2 percent. As a point of perspective, the Bank of England's interest rate has never been lower than this since the Bank of England was created in 1694, it was last at 2 percent in 1951, and it was last cut from 3 to 2 percent in 1939!

The total external investments (excluding funds held within the Co-op Bank) at the start of the year were £3.25m which has decreased to £1.25m as at 31 December 2008. An analysis of all investments held at 31 December 2008 is shown in Annex B.

Treasury Management Practices set out in the Local Code of Treasury Management establish strict controls governing the day-to-day investment activity of the Council. All investments in the year have been made in accordance with these practices in terms of the authorised counter parties that the Council deals with and the maximum deposits / control totals applying to those individual institutions and the investment periods. The Local Code sets a maximum investment period of 364 days and maximum amounts that can be invested with individual counter parties. An analysis of the investment maturity profile at 31 December 2008 is shown at Annex C.

The projected outturn for Interest Receivable is approximately £155,000 lower than originally anticipated. This is a combination of 2 factors, the level of investments is lower than originally anticipated due to the reduced cash flow from RTB sales and the average interest rates earned are significantly lower than originally forecast.

<b>2007/08 Actual £000</b>	<b>Interest Received</b>	<b>2008/09 Original Budget £000</b>	<b>2008/09 Revised Estimate £000</b>
770	Interest	656	501

### 3.2 Ratio of financing costs to net revenue stream

The prudential indicator identifies the trend in the cost of capital (borrowing costs net of interest and investment income) against the net revenue stream.

<b>2007/08 Actual</b>		<b>2008/09 Original Estimate</b>	<b>2008/09 Revised Estimate</b>
0%	Non-HRA	-0.92%	0.22%
13.0%	HRA	19.01%	13.13%

### 3.3 Other Treasury Management Prudential Indicators

**Upper Limits On Variable Rate Exposure** – This indicator identifies a maximum limit for variable interest rates based upon the debt position net of investments.

**Upper Limits On Fixed Rate Exposure** – Similar to the previous indicator this covers a maximum limit on fixed interest rates.

2007/08 Actual		2008/09 Original Estimate	2008/09 Revised Estimate
98.4%	Limits on fixed interest rates	100%	100%
1.6%	Limits on variable interest rates	50%	50%

**Maturity Structures Of Borrowing** – These gross limits are set to reduce the Council's exposure to large fixed rate loans (those instruments which carry a fixed interest rate for the duration of the instrument) falling due for refinancing. In addition to the required indicator this Council also monitors the entire maturity profile including both fixed and variable rate loans. These limits are shown below the required limits.

2007/08 Actual		2008/09 Original Estimate	2008/09 Revised Estimate
4.73%	Under 12 months	20%	20%
2.56%	12 months to 2 years	20%	20%
4.97%	2 years to 5 years	50%	50%
16.44%	5 years to 10 years	75%	75%
71.30%	10 years and above	90%	90%

**Total Principal Funds Invested** – These limits are set to reduce the need for early sale of an investment, and show limits to be placed on investments with final maturities beyond each year-end.

2007/08 Actual		2008/09 Original Estimate	2008/09 Revised Estimate
£5m	Maximum principal sums invested > 364 days	£5m	£5m
£0m	Actual Position	£0m	£0m

Maximum limit of 100% applies to each period. The principal amount given is the limit for investments that have maturities of longer than one year at any one time. This format is necessary to ensure the Council's Strategy clearly adheres to the wording of the Investment Strategy Guidelines for England and Wales.

#### **4. Regulatory Framework, Risk and Performance**

- 4.1 The Council's treasury management activities are regulated by a variety of professional codes and statutes and guidance:
- The Local Government Act 2003 (the Act), which provides the powers to borrow and invest as well as providing controls and limits on this activity;
  - The Act permits the Secretary of State to set limits either on the Council or nationally on all local authorities restricting the amount of borrowing which may be undertaken (although no restrictions were made in 2006/07);
  - Statutory Instrument (SI) 3146 2003, as amended, develops the controls and powers within the Act;
  - The SI requires the Council to undertake any borrowing activity with regard to the CIPFA Prudential Code for Capital Finance in Local Authorities;
  - The SI also requires the Council to operate the overall treasury function with regard to the CIPFA Code of Practice for Treasury Management in the Public Services;
  - Under the Act the ODPM (now DCLG) has issued Investment Guidance to structure and regulate the Council's investment activities.
- 4.2 The Council has complied with all of the above relevant statutory and regulatory requirements which limit the levels of risk associated with its treasury management activities. In particular its adoption and implementation of both the Prudential Code and the Code of Practice for Treasury Management means both that its capital expenditure is prudent, affordable and sustainable, and its treasury practices demonstrate a low risk approach.
- 4.3 The Council is aware of the risks of passive management of the treasury portfolio and, with the support of Butlers, the Council's advisers, has proactively managed its treasury position. The Council has continued to utilise historically low borrowing costs and has complied with its internal and external procedural requirements. There is little risk of volatility of costs in the current debt portfolio as the interest rates are predominantly fixed, utilising long-term loans.
- 4.4 Shorter-term rates and likely future movements in these rates predominantly determine the Council's investment return. These returns can therefore be volatile and, whilst the risk of loss of principal is minimised through the annual investment strategy, accurately forecasting future returns can be difficult



5. **Summary – Estimated and Actual Treasury Position and Prudential Indicators**

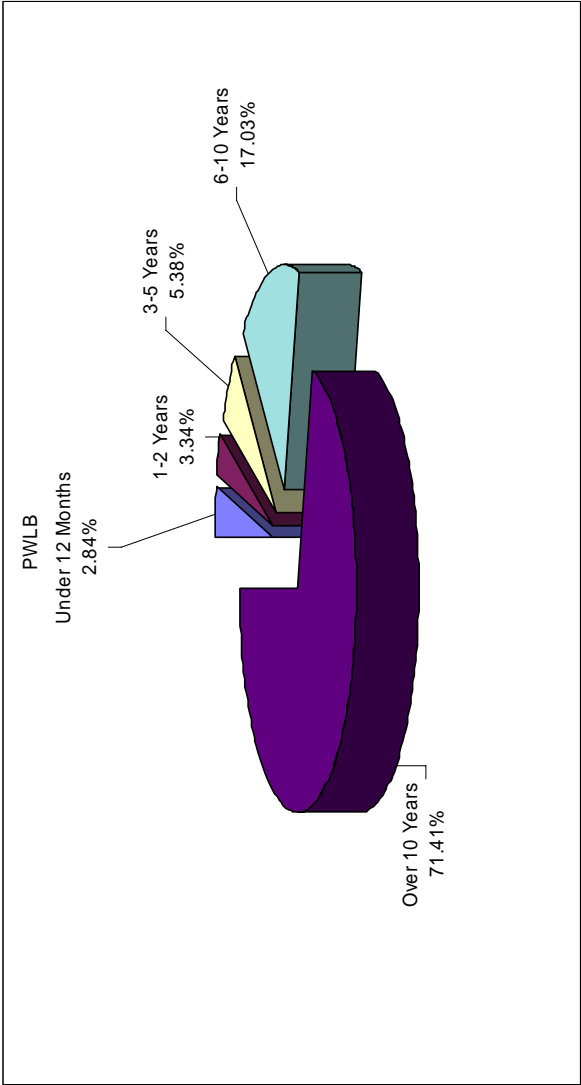
2007/08 Actual	Figures are for the financial year end unless otherwise titled in italics	2008/09 Original Indicator	2008/09 Revised
£10.3m	<b>Capital Expenditure</b>	£6.8m	£8.7m
	<b>Capital Financing Requirement (CFR) at 31 March</b>		
£18.8m	Housing	£19.1m	£19.1m
£3.9m	Non Housing	£3.7m	£3.7m
<b>£22.6m</b>	<b>Total</b>	<b>£22.8m</b>	<b>£22.8m</b>
	<b>Treasury Position at 31 March</b>		
£22.1m	Borrowing	£21.3m	£21.3m
£0.0m	Other long term liabilities	£0.0m	£0.0m
<b>£22.1m</b>	<b>Total Debt</b>	<b>£21.3m</b>	<b>£21.3m</b>
<b>£4.8m</b>	<b>Investments</b>	<b>£5.2m</b>	<b>£5.2m</b>
<b>£17.3m</b>	<b>Net Borrowing</b>	<b>£16.1m</b>	<b>£16.1m</b>
<b>£22.5m</b>	<b>Maximum Debt (Actual) compared to Authorised Limit (Original Indicator)</b>	<b>£22.1m</b>	<b>£22.1m</b>
<b>£22.3m</b>	<b>Average Debt compared to Operational Boundary (Original Indicator)</b>	<b>£21.7m</b>	<b>£21.7m</b>
<b>0%</b>	<b>Ratio of financing costs to net revenue stream – General Fund</b>	<b>-0.92%</b>	<b>0.22%</b>
<b>13.0%</b>	<b>Ratio of financing costs to net revenue stream – HRA</b>	<b>19.01%</b>	<b>13.13%</b>
£77.14	<b>Incremental impact of capital investment decisions on the Band D Council tax</b>	£3.64	£4.35
£0.75	<b>Incremental impact of capital investment decisions on the housing rent levels (note 3)</b>	£1.45	£1.18
<b>98.4%</b>	<b>Upper limits on fixed interest rates (<i>against maximum position</i>) as above</b>	<b>100%</b>	<b>98.4%</b>
<b>1.6%</b>	<b>Upper limits on variable interest rates (<i>against maximum position</i>) as above</b>	<b>25%</b>	<b>1.6%</b>
<b>Actual % Split</b>	<b>Maturity structure fixed rate borrowing (%)</b>	<b>Max</b>	<b>Actual % Split</b>
3.2	<b>% Maturing Under 12 months</b>	20	4.1%
2.6	<b>% Maturing 12 months to 2 years</b>	20	3.0%
5.1	<b>% Maturing 2 years to 5 years</b>	50	4.8%

<b>2007/08 Actual</b>	<b>Figures are for the financial year end unless otherwise titled in italics</b>	<b>2008/09 Original Indicator</b>	<b>2008/09 Revised</b>
16.7	% Maturing 5 years to 10 years	75	15.2%
72.4	% Maturing 10 years and above	90	72.9
£0m	Maximum principal funds invested (against maximum position) for longer than 364 days	£0m	£0m

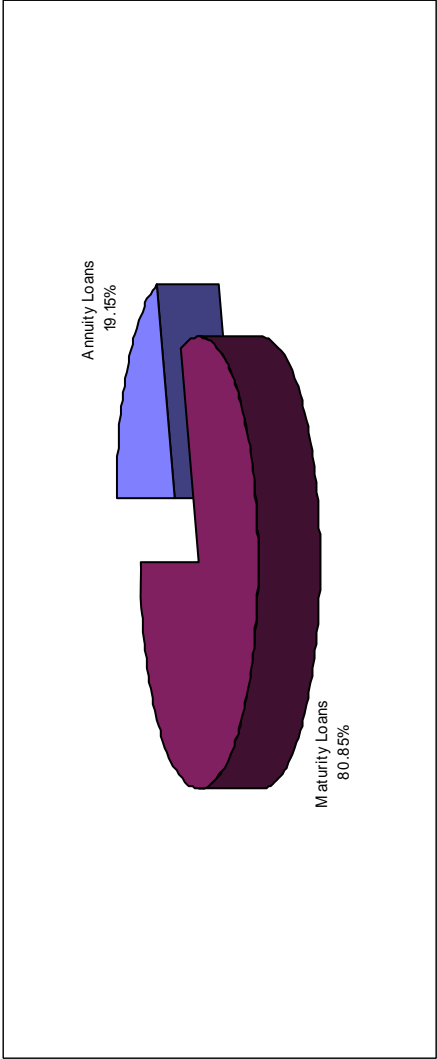
ANNEX A

Analysis of PWLB Loans as at 31st December 2008

Period to Maturity	Amount Outstanding
Under 12 Months	543,598
1 – 2 Years	640,114
2 – 5 Years	1,032,077
6 – 10 Years	3,265,346
Over 10 Years	13,691,234
<b>Total</b>	<b>19,172,369</b>



Loan Type	Amount Outstanding £
Annuity Loans	3,672,369
Maturity Loans	15,500,000
<b>Total</b>	<b>19,172,369</b>



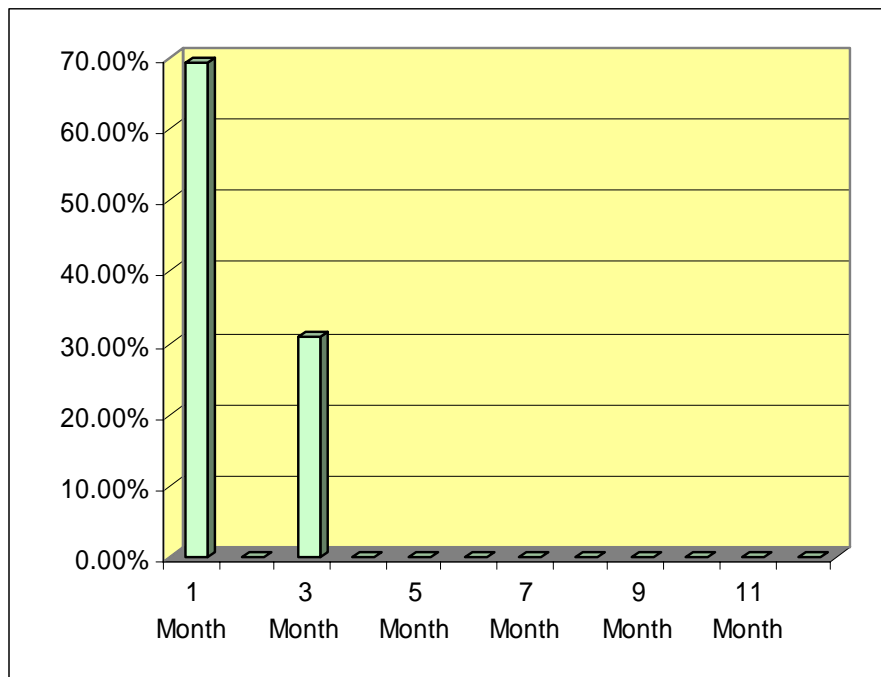
**ANNEX B**

<b>Durham City Council – Summary of Investments as at 31 December 2008</b>						
<b>Date of Loan</b>	<b>Borrower</b>	<b>Value (£)</b>	<b>% Total</b>	<b>Interest Rate</b>	<b>Loan Period (Days)</b>	<b>Date Repaid</b>
<b>BANKING SECTOR</b>						
N/a	Co-op Call Account	1,750,911	43.15%	2.95%	N/a	N/a
N/a	Co-op 7 Day Account	1,056,928	26.05%	3.00%	N/a	N/a
	<b>SUB TOTAL – BANKING SECTOR</b>	<b>2,807,839</b>	<b>69.20%</b>			
<b>BANKS &amp; BUILDING SOCIETY SECTOR</b>						
03/03/08	West Brom Building Society	1,250,000	30.80%	5.7%	364	02/03/09
	<b>SUB TOTAL – BUILDING SOCIETIES</b>	<b>1,250,000</b>	<b>30.80%</b>			
<b>GRAND TOTAL</b>						
		<b>4,057,839</b>	<b>100.00%</b>			

## ANNEX C

**Maturity Profile of External Investments at 31<sup>st</sup> December 2008**

Period to Maturity	Value of Investment (£)	% Total Investments
1 Month	2,807,839	69.2%
2 Months	NIL	N/a
3 Months	1,250,000	30.8%
4 Months	NIL	N/a
5 Months	NIL	N/a
6 Months	NIL	N/a
7 Months	NIL	N/a
8 Months	NIL	N/a
9 Months	NIL	N/a
10 Months	NIL	N/a
11 Months	NIL	N/a
12 Months	NIL	N/a
	<b>4,057,839</b>	



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## Agenda Item 5(c)

STATUS PUBLIC

<b>Portfolio Member/Director/Head of Service</b> Culture and Leisure/ Head of Environment and Leisure	<b>Portfolio Culture &amp; Leisure</b>
<b>Subject</b> Freeman's Quay Progress Report	<b>Date</b> 18 <sup>th</sup> February 2009
	<b>Forward Plan</b> No
<b>Contact Officer</b> Nigel Dodds Leisure Services Manager	<b>Previous Minutes</b>
<b>Purpose of Report</b> <p>This report examines the performance of the new Freeman's Quay Leisure Centre for the period 18<sup>th</sup> July up until 31<sup>st</sup> December 2008. It is intended for information only and although it includes a number of recommendations these will be carried forward under LGR into the new authority.</p>	
<b>Executive Summary</b> <p>In general the initial performance of Freemans Quay has been encouraging. High numbers of visits have been received and membership sales are better than could be expected, given the current economic climate. By the end of December over 1,600 memberships had been sold (financial planning was for 1500 in year 1) and this number is increased by Student members who take out a cash membership per term (the autumn term figure was 371 students). During the period up to 31<sup>st</sup> December the centre received 109,677 recorded visits . Income projections are promising and it is expected that income targets will be exceeded.</p> <p>Although general feedback on the centre is good the initial success was tarnished by a number of teething problems. Most of the problems that occurred were due to the sheer volume of customers visiting the centre, with an astonishing 8,000 swims in the first 6 days of operating. From its opening in July it took up until October for things to begin to settle down and for staff to get used to routine operations.</p> <p>The challenge of taking on 21 new members of staff to deliver such a high profile service was not without risk. However we have worked with our customers to make improvements and these efforts are now showing results. There are still issues to resolve, in particular attaining the correct staffing levels, and a small number of our new recruits are being closely monitored to establish if they will meet the high standards we have set them.</p> <p>Many new processes have been set up and the technology used to support these processes has been thoroughly tested. A number of processes have been changed due to high levels of customer complaints during the early weeks of operation and it is now felt that we are making significant improvements in customer service. It is also apparent that customer expectations for this superb facility are indeed higher than experienced elsewhere and it will be a key objective to try and fulfil these expectations as we move into the new unitary authority.</p> <p>A number of key objectives have already been achieved and others will be met by simply maintaining current performance. Freeman's Quay is a high quality popular venue and there is a constant need to ensure it continues to meet expectations by consulting with the community and monitoring performance. The potential to generate more income is apparent, however we must work with our customer base and indeed the wider community to ensure the full potential of Freemans Quay is reached.</p>	

**What success should look like**

The business plan presented to Cabinet in November 2005 set out what it estimated that success would look like. The following table identifies those success factors and shows performance for the period up to 31<sup>st</sup> December 2008.

<b>Outcomes</b>	<b>What will this mean for the Centre</b>	<b>Are we achieving what we set out to achieve</b>
<b>Have a significant impact upon health by raising participation in Physical Activity</b>	<ul style="list-style-type: none"> <li>Over 250,000 visits per year</li> <li>Gym membership exceeding 2,500</li> </ul>	<ul style="list-style-type: none"> <li>109,677 recorded visits (exc schools) estimate 261,000 recorded visits per year</li> <li>Gym Membership 1,620 (excluding students) estimate reach 2,500 by July 2009</li> </ul>
<b>Have a significant impact upon Social Inclusion and health inequalities</b>	<ul style="list-style-type: none"> <li>20% of visits by those who qualify for the passport to leisure scheme</li> <li>5% of visits by those registered with a disability</li> <li>1.5% visits by ethnic minorities</li> <li>10,000 free swims per year</li> </ul>	<ul style="list-style-type: none"> <li>4 % of swims by passport holders</li> <li>1.4% of visits by those registered disabled</li> <li>1.4% of visits by ethnic minorities</li> <li>Free Swimming programme will be introduced in April 09</li> </ul>
<b>Make a positive contribution to reducing anti social behaviour</b>	<ul style="list-style-type: none"> <li>25% of all swims by under 25's</li> <li>Minimum 21 hours per week of activities for under 18's</li> </ul>	<ul style="list-style-type: none"> <li>24.6% of visits by under 25's to date</li> <li>46.5 hours of activities for under 18's</li> </ul>
<b>Provide a clear route to sport from participation through to excellence</b>  <b>Ensure more young people will have opportunities to move from school sport to club sport in a safe, effective and child friendly environment</b>	<ul style="list-style-type: none"> <li>Provide no less than 24 hours per week of club development time</li> <li>Host minimum 3 swimming gala's per year</li> <li>Employ a full time</li> </ul>	44.5 hours per week Swim Club 13 University (DRY) 9 Durham Wildcats Basketball 3 Water Polo Club 2 University Water Polo 5 University Underwater Hockey 1 Triathlon Club 1 University Swim Club 10. <ul style="list-style-type: none"> <li>Hosted 2 Gala's including Northern Short Course Championships and Water polo meet. 3 major Galas planned for 2009</li> <li>Full Time Officer appointed</li> </ul>



	swimming development officer <ul style="list-style-type: none"> <li>• Create a clear pathway for swimming development</li> <li>• Work with all clubs to achieve charter/club mark standards</li> </ul>	April 2007 <ul style="list-style-type: none"> <li>• Learn to swim links from school swimming into club</li> <li>• Work is ongoing</li> </ul>
<b>Create effective partnerships with Schools, Colleges and the University</b>	<ul style="list-style-type: none"> <li>• Provide no less than 25 hours per week (term time) to school swimming</li> <li>• Provide a structured programme of swimming lessons with a waiting list no less than 10 weeks</li> <li>• Offer up at least 5 hours per week sports coaching other than swimming</li> <li>• Host at least one school's swimming gala per term</li> </ul>	<ul style="list-style-type: none"> <li>• 28 hours available of which 21 hours currently utilised</li> <li>• Currently struggling to achieve this. Waiting lists are excessive and a new system of enrolment is to be introduced</li> <li>• 14 hours currently provided</li> <li>• Sport College have held 1 Gala. County Primary schools scheduled for Jan 09</li> </ul>
<b>Deliver an efficient, economic and effective service for all stakeholders</b>	<ul style="list-style-type: none"> <li>• Attain Quest accreditation</li> <li>• Achieve a net operating cost less than £1.57 per visit</li> <li>• Achieve 90% customer satisfaction levels</li> </ul>	<ul style="list-style-type: none"> <li>• Will begin process in April 09</li> <li>• Current net cost is £1.50</li> <li>• Will carry out surveys of customers in summer 09</li> </ul>

Number of visits will exceed our initial targets and will continue to do so. The reported figure does not include the high volume of non recorded visits during the first 6 weeks of opening when in general the centre operated an open door policy and visitors were allowed to bypass turnstiles in order to allow us to showcase the facility.

Sales of Gym Memberships have been encouraging and although better than initial forecasts we are well aware that we need to continue to drive forward an effective sales and marketing campaign. At a time of recession the fitness market is volatile and we must take up every opportunity to expand our membership base. Student memberships have been extremely popular and we are currently looking to extend our packages into the corporate market in order to improve our performance.

% visits by passport holders – Although this figure is well below the target it has improved month on month and it is anticipated that with the introduction of free swimming for over 60's that the target will be achieved. However we must take into account that by increasing overall visitors achieving this target becomes more difficult.

% of users registered disabled – more work needs to be done to attract increased disabled users. The centre is not IFI accredited and the Changing Places facility is only now beginning to get used. The true recording of this indicator requires disclosure of a disability by customers and it is generally felt that not all customers disclose their disabilities. However the figure at the 31<sup>st</sup> October was 0.5% and therefore the significant increase over the last 2 months to 1.4% is encouraging.

We are almost on target for usage by ethnic minorities and our progress so far in reaching this sector of our community is encouraging. Likewise, we are attracting our targeted numbers of under 25's and more than achieving our targeted activities level for young people and sports development.

Waiting lists for learn to swim less than 10 weeks – Since opening Freeman's Quay the numbers on the waiting list have increased in all areas of the learn to swim programme; children's lessons, ducklings and adults. In the opening few months we had over 200 names on the list. These numbers continued to grow and the situation became unmanageable. We have now decided that we will not operate a waiting list system. Having looked at other systems that are in place at other facilities we have decided to have one enrolment week for new customers and this will take place in the last week of each 10 week course. This new system appears to work better although we are still not able to meet the demand for learn to swim. We will continue to develop programmes with other pools across County Durham in order to fulfil this demand.

Finally, our net operating cost per visit is better than targeted and will be expected to be improved upon; the net operating cost is the overall cost of running the facility without NNDR charges or central establishment costs, and is an industry wide indicator.

#### *Recommendation*

*R1 Continue to monitor performance against these success criteria*

*R2 Actively market services to disabled users and groups*

*R3 Pursue IFI accreditation with CLUK and EFDS*

*R4 Develop Learn to Swim programmes with other pools across County Durham*

#### **Customer Comments**

A high number of customer comment cards have been completed and staff monitor and reply to these cards. Although many of the cards contain complaints approximately half of those received are from customers who indicate that they are satisfied with the facility and the service on offer.

Complaints can vary from issues regarding cleanliness to customers not being able to use photographic equipment. Initially we received high levels of complaints regarding cleaning. We have therefore introduced strict cleaning schedules with documentation in place to ensure tasks are completed. There is a need to carry out deep cleaning activities and it may be necessary to close parts of the centre at specific time to carry out this work.

A high proportion of complaints also linked to the centre programming, particularly from swimmers who can either not access the pool due to Club use or Learn to Swim, or feel we have not given sufficient information regarding changes to the programme. This was evident when we moved from the summer programme into the winter programme following the school holidays. We are improving how we advertise such changes and have dedicated a notice board for this purpose. We have also designed a new swimming leaflet which provides information in a clearer format for our clients.

In the early weeks we experienced problems with the access control systems, in particular the process of using bar coded receipts to pass through turnstiles. A number of meetings have taken place with Gladstone, our software providers. We have subsequently changed the paper we use for receipts and increased the quality of the print. This has resolved many of the problems initially experienced. We still have an outstanding issue regarding disabled access to the fitness suite and this is included on the centre's snagging list and will be dealt with by the building Contractor.

A number of complaints where received regarding swimming lessons and in particular the enrolment process. Waiting lists where far too big and we could not meet the demand for lessons

without seriously affecting the public swimming programme. All Learn to Swim is run by the City Council with the support of Durham Amateur Swimming Club. There are 38.5 hours of swimming lessons each week available to the general public. As previously indicated, we have changed the enrolment process but now need to look elsewhere to resolve capacity issues.

During the first 2 months customers complained about the quality of the classes programme for the dance studio. In order to improve this the Councils Physical Activities Co-ordinator was tasked with developing a new programme. Her roles and responsibilities have been temporarily changed to allow her time to focus on this area as well as improving standards at our other sites. We now have 40 classes per week available and have installed a Cyber Coach system to assist in improving the service on offer.

Other areas of complaint that have been dealt with are staffing levels, disabled parking, cycle storage, lockers and hairdryers.

A number of compliments have also been received which include the friendliness of the staff and praise for rectifying some of the early operating problems. In the short time of operating the facility we have demonstrated that we listen to our users; this is a priority for us and one in which we hope to take further by establishing customer forums.

*Recommendation*

*R5 Continue to monitor customer comments and carry out action as and when necessary*

*R6 Establish a customer forum*

**Financial Summary**

It is important that with a new facility that we closely monitor this critical area and make necessary adjustments to ensure we can meet our customer expectations within budget. The Director of Finance is currently estimating a Probable Outturn which will show an overspend against estimated budget of £46,787. Although this figure is worrying it is hoped that the final account will show a more positive position. The overspend can be accredited to staffing costs, particularly around the first two months of operation when very high customer numbers resulted in additional staff being drafted in, quite often incurring overtime. Additional costs have also been incurred for Gas and Electricity with prices increasing well above the anticipated budget figure. Our M&E consultants have been asked to monitor energy usage in order to ensure the centre is operating efficiently. The initial estimates provided by the Valuation Officer for NNDR was not accurate resulting in further increased background costs. The opening of any new facility provides a challenge for accountants to set budgets and to do so at a time when the economy is so unstable adds to the difficulty.

*Recommendation*

*R7 Comments regarding the financial performance of Freemans Quay be noted and every effort made to reduce the projected overspend*

**Impact on existing business**

The opening of any fitness suite within the district did have an effect on our existing facilities. It is inevitable that customers will migrate from our established facilities to the new one, and the Business Plan took this into account. In order to limit this migration and its effect we have introduced similar products to those on offer through the lifestyle fitness package. Our products are also competitively priced.

At the 1<sup>st</sup> November 2008 182 customers had moved to Freemans Quay from our existing sites

Abbey	65
Coxhoe	11
Deerness	25
Meadowfield	30
Sherburn	51

To retain as many members as possible at our established sites we have added a swim package to the fitness membership and resisted requests from Competition Line and Freeman's Quay clients to introduce our successful BTS package. However it is likely that if sales at Freemans Quay slow significantly that we will be forced to introduce BTS. Although the table below show that overall membership is being maintained, it may be necessary to introduce retention measures at our established sites, especially within the current economic climate which is having a significant impact on the leisure industry globally. The Physical Activity Co-ordinator has been researching the value of retention tools.

We have given overall responsibility of all fitness packages to our Physical Activity Co-ordinator, whose key objectives are to ensure standards being achieved at Freeman's Quay are consistent across all of our sites and to improve retention figures at existing sites. She has overseen a month of fitness where our established facilities have allowed access to fitness package activities free of charge. This is part of the Active Durham programme and has therefore been externally funded. More than 700 people have taken advantage of the programme and the co-ordinator is working closely with Centre Managers and staff to convert as many visitors as possible into full members.

Memberships at our established sites are compared for the dates 31<sup>st</sup> October 2008 with the October 2007 numbers.

	October 2007	October 2008
Abbey	698	678
Coxhoe	396	415
Deerness	338	328
Meadowfield	555	570
Sherburn	486	593
<b>Total</b>	<b>2473</b>	<b>2584</b>

Although our fitness numbers remain stable it is a concern that more members will migrate to Freeman's Quay at the time of their annual renewal. It is important to ensure we retain existing customers by offering a high quality value for money service.

#### *Recommendation*

*R8 Continue to monitor membership numbers and migration of members with a view to introducing retention tools into existing sites.*

*R9 Costs are obtained for retention software with a view to piloting at one of the existing sites*

#### **Marketing/web site**

Substantive marketing campaigns have been run to promote the facility. Swim for a schilling was a resounding success with over 8,000 swims in 6 days. We have also managed to get regular press coverage for a variety of issues linked to the centre.

We are currently developing marketing plans with Competition Line for the fitness packages and focusing on improving our written material for existing clients. This is in response to comments received. Our customer numbers would suggest that marketing campaigns have been effective, however we have not been able to capture relevant data due to capacity issues. Whilst sales continue to rise, it would be safe to assume that from a marketing perspective it will be more of

the same.

Initially we received some complaints regarding the council's web site and the difficulty in locating our facility using the more popular search engines. It was agreed to design a new web site and employ the services of a contractor to raise the profile of our facilities. This has seen a significant rise in website activity and we now feature in the top 20 for the majority of the leading search engines when our key phrases are entered.

#### *Recommendation*

*R10 Suspend all work on the website after the current agreement expires*

*R11 Agree a marcomms plan with CLUK for the next 12 months*

#### **Conclusion**

The first 5 months at Freeman's Quay have been a challenge for all of those involved. The commitment to deliver the project on time placed a great strain on staff and systems. However these tests have been met with enthusiasm and vigour. The facility is now beginning to operate at a normal level and we can now begin to plan our path for improvement. The new financial year will bring new challenges; however the team at Freeman's Quay are now beginning to work effectively and will rise to the challenges that lie ahead. Members can be assured that the legacy of Durham City Council is in safe hands and will continue to provide an excellent service to our residents and visitors.

#### **Portfolio Member Recommendations or Items Requiring a Cabinet Decision**

*R1 Continue to monitor performance against these success criteria*

*R2 Actively market services to disabled users and groups*

*R3 Pursue IFI accreditation with CLUK and EFDS*

*R4 Develop Learn to Swim programmes with other pools across County Durham*

*R5 Continue to monitor customer comments and carry out action as and when necessary*

*R6 Establish a customer forum*

*R7 Comments regarding the financial performance of Freemans Quay be noted and every effort made to reduce the projected overspend*

*R8 Continue to monitor membership numbers and migration of members with a view to introducing retention tools into existing sites.*

*R9 Costs are obtained for retention software with a view to piloting at one of the existing sites*

*R10 Suspend all work on the website after the current agreement expires*

*R11 Agree a marcomms plan with CLUK for the next 12 months*

<b>Reasons for Recommendations</b> To ensure that the initial success of Freeman,s Quay is noted and continues to be improved under the administration of Durham County Council
<b>Alternative Options To Be Considered</b> N/A
<b>Consultation</b> N/A
<b>LGR Implications</b> The recommendations from this report will be taken forward for implementation by Durham County Council
<b>Financial, Legal and Risk Implications</b> None
<b>Resource Implications</b> None
<b>Timescale for Action</b> ongoing
<b>Associated Policies and Plans</b>
<b>Supporting Documents</b>
<b>Background Papers</b>

## Agenda Item 5(d)

STATUS PUBLIC

<b>Portfolio Member / Director / Head of Service</b>  Joint report of Head of Environment and Leisure Services, and Head of Planning Services	<b>Portfolio</b>  Environment / Development Control
<b>Subject</b>  Adoption of findings of Open Space Needs Assessment	<b>Date</b> 18 <sup>th</sup> February 2009
	<b>Forward Plan</b> Yes
<b>Contact Officer</b>  Sustainable Development Manager	<b>Previous Minutes</b>
<b>Purpose of Report</b>  To highlight key findings of the Open Space Needs Assessment, and consolidate these findings as a basis for planning decisions relating to open space infrastructure for the City of Durham administrative area.	
<b>Executive Summary</b>  The North East Community Forest, working under contract to City of Durham Council and steered by the Council's Open Space Strategy Working Group, has completed an Open Space Needs Assessment for the District of Durham area, in compliance with Planning Policy Guidance 17  The assessment has been conducted in 3 phases including site survey, consultation and analysis of findings to enable development of provision standards. The first phase involved detailed site survey of 206 discrete open spaces out of 1569 that exist within the District, to enable a baseline understanding of current site provision, quality and accessibility. Categories of open space that have been subject to analysis through this work include: parks and gardens, natural and semi natural green space, "green corridors", outdoor sports facilities and 'recreation grounds', amenity green space, play provision for children and young people, allotments, community gardens, and city (urban) farms, cemeteries & churchyards, civic spaces, sport and recreation areas.  The second stage involved consultation geographically based within the District's six neighbourhood areas and including a wide range of specific interest groups. This consultation provided a qualitative picture of community views concerning the existing provision of open spaces, and the need for additional provision.  Finally, the third stage of the process combined quantitative and qualitative information from the first two stages to identify provision standards for discrete types of open spaces. These standards were then related to actual provision within each neighbourhood area to ascertain levels of under and overprovision. The Open Space Needs Assessment then makes recommendations regarding action to improve the quality of open space provision within the administrative area for the City of Durham.	
<b>Recommendations</b>  That Cabinet recommend adoption of the findings of the Open Space Needs Assessment, as a basis for 'open space' decision making, for the administrative area of the City of Durham.	

**Reasons for Recommendations**

The Government has placed a responsibility on planning authorities, through PPG17, to conduct an 'Open Space Needs Assessment'. The assessment has identified areas either with surplus or insufficient green space, and has analysed the quality of existing green space infrastructure. Planning decisions may now take into account the need to:

- Bring the enhancement of existing sites identified as of poor quality;
- Favour alternative use of open spaces where there is identified over provision;
- Favour the creation of new open spaces where there is identified under provision.

**Alternative Options To Be Considered**

Not applicable

**Consultations**

The process of Open Space Needs Assessment involved thorough consultation throughout the 6 neighbourhood areas.

In addition to identifying the discrete needs of communities, a wide range of views were secured and the following key points identified:

- The most important priority was that open spaces should be safe and secure for those using them.
- Residents placed enormous value on open space as a measure of the quality of the local environment
- Where open spaces were under threat local groups were prepared to fight to protect them.
- Higher quality existing provision over new areas was a priority
- Facilities for young children needed to be improved.
- Community Partnerships in conjunction with the Parish and District Councils working together could make real improvements to the quality of open space provision
- Opening access to school facilities would improve the range of open space opportunities.
- Improved levels of maintenance were required across most areas of provision to address issues such as vandalism, litter and dog fouling.
- The high value placed on the network of footpaths for informal recreation and linking rural communities.

**Financial, Legal and Risk Implications**

The open space needs assessment provides the information necessary to ensure that financial transactions associated with the disposal of open space for other purposes, or the purchase of additional open space, are based on community need which is evidence based.

The assessment seeks to ensure that local authority decisions are compliant with the requirements of Planning Policy Guidance and the Development Plan.

**Resource Implications**

Not applicable

**Timescale for Action**

Not applicable



<b>Associated Policies and Plans</b>
City of Durham Sustainable Development Policy
City of Durham Local Plan (2004)
City of Durham Playing Pitch Strategy (2005)
County Durham Local Development Framework (to be produced )
<b>Supporting Documents</b>
City of Durham Open Space Needs Assessment
Key findings of Open Space Needs Assessment - As appended
<b>Background Papers</b>
Planning Policy Guidance Note 17 : Sport & Recreation



# **OPEN SPACE, SPORT AND RECREATION NEEDS ANALYSIS**

**Summary of Key Findings**

**January 2009**

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#### **4.1 Area1**

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#### **4.4 Area 4**

#### **4.5 Area 5**

#### **4.6 Area 6**

### **5.0 Recommendations made by authors of OSNA to the Council**

## **1.0 Objectives**

The primary objectives of this open space and recreational needs assessment have been:

- To produce an open space and recreational needs assessment, audit and strategy for the City of Durham based on a representative sample derived from a filtering process compliant with PPG17 guidelines.
- To produce the open space recreational needs assessment via a five stage process involving: identifying local need; auditing local provision; setting provision standards; applying the provision standards and; drafting policies.
- To examine and highlight the quality, provision and value of open spaces and recreational grounds and facilities within Durham based on relevant policies and standards.
- To develop policy outlines in order to establish a “Green Spaces and Public Spaces Strategy”, and to make an assessment of potential external funding available to implement the Green Space Strategy.
- To review the qualitative aspect of survey findings and community attitudes both observational and practical, in turn adopting a vision for local needs requirements.
- To adopt an understanding of current needs, supply of quality open spaces and recreational facilities throughout the surveyed region.
- To identify throughout Durham, based on the sample surveyed and desk-based study, which areas appear lacking or with surplus quality open space and recreational facilities.
- To provide comprehensive definitions of typologies of sites surveyed, adhering to PPG17 guidance.
- To examine both quantitative and qualitative survey findings regarding the key areas of the study: quality, access & value; land use and boundary treatment; vegetation; facilities, and; landscape character.
- To identify sites/areas with potential or need for enhancement, protection, or re-location, and provide feedback and recommendations, based on findings.
- To prepare a prioritised action plan designed to raise the quality of green spaces across the city.
- To provide a study as a supporting document to the City of Durham Council’s open space strategy.

## **2.0 Key findings from Consultation**

To identify the discrete open space needs and aspirations of communities across Durham, consultation was conducted through open meetings held in all 6 neighbourhood areas, with community and special interest groups, with the Local Strategic Partnership, and with parish councils. In addition to identifying the discrete needs of communities, a wide range of views were secured and the following key points identified:

- The most important priority was that open spaces should be safe and secure for those using them.
- Residents placed very considerable value on open space as a measure of the quality of the local environment

- Where open spaces were under threat local groups were prepared to campaign to protect them.
- Higher quality existing provision over new areas was a priority
- Facilities for young children needed to be improved.
- Community Partnerships in conjunction with the Parish and District Councils working together could make real improvements to the quality of open space provision
- Opening access to school facilities would improve the range of open space opportunities.
- Improved levels of maintenance were required across most areas of provision to address issues such as vandalism, litter and dog fouling.
- The high value placed on the network of footpaths for informal recreation and linking rural communities.

### 3.0 Local Provision Standards

The standards proposed in this section are based on the results of community consultation combined with existing nationally recommended standards:

Typology	National standard Y/N	Reference	Recommended local standard (travel time includes car and public transport)
Parks, gardens and country parks	N	N/A	0.5 Ha / 1,000 and a maximum of 20 minutes walking time
Accessible Natural Greenspace	Y	Natural England ANGsT standard	2.0 Ha / 1000 and a maximum of 5 minutes walking time
Community Woodland	Y	Woodland Trust Woodland Access Standard	2.0 Ha / 1000 * and a maximum of 15 minutes walking time. This target can also be related to ANGsT target making a combined accessible greenspace and community woodland of 4.0 Ha / 1000.
Informal green space	N	N/A	1.0 Ha / 1000 and a maximum of 5 minutes walking time
Children's equipped/young persons play space	Y	NPFA six-acre standard	0.5 Ha / 1000 and a maximum of 10 minutes walking time
Allotments	N	N/A	0.75 Ha / 1000 and maximum of 10 minutes walk time.
Outdoor sports space	Y	NPFA six acre standard	1.2 Ha / 1000 within 10 minutes travel time
Community and village Halls	N	N/A	1 small venue per 400 head of pop within 1,000 metres or 10 minute travel time
Sports Halls and swimming pools	N	N/A	1 x 4 Court Hall per 15,000 persons and 1 x 4 land swimming pool per 21,000 within 15 minute travel time
<b>Overall</b>			<b>5.85 Ha open space / 1000 persons</b>

### 3.1 Commentary on the local standards

- Parks, gardens and country parks are highly valued open spaces which come in all shapes and sizes. Broadly parks can be categorised as being of "district", "local" or "neighbourhood" significance. "District" parks are large areas, well known to the local community, for example, Wharton Park. "Local" and "neighbourhood" parks, sometimes referred to as "pocket parks" are smaller and have a smaller catchment area. Historic gardens, such as those with a countryside setting at Old Durham and Crook Hall, may be of regional significance as a tourist attraction. Parks and gardens act as hubs within the green infrastructure of the district as a whole and parks management should recognise this role.
- Accessible Natural Green Space (ANGs). The Natural England ANGst standard, which establishes maximum permissible distances from homes, to areas of greenspace, is roughly equivalent to a standard of two hectares of open space per 1,000 population. In the City of Durham this standard is achievable. However, in the OSNA, this category has been broken down to separate out Community Woodland. In view of this a local standard of 1 Ha per 1,000 is recommended for non-woodland accessible natural green space.

This is complemented by a community woodland standard related to the Woodland Trust *Woodland Access Standard*. This states that no person should live more than 500m from at least one area of accessible woodland of no less than 2ha in size and that there should also be at least one area of accessible woodland of no less than 20ha within 4km (8km round-trip) of people's homes. This is roughly equivalent to a local standard of 1 Ha of community woodland per 1000 people. Taken together with the local standard of 1ha of natural greenspace per 1000, this is close to the Natural England recommendation. Woodland is a key consideration in the City of Durham as the setting for the World Heritage Site.

- Informal green-space is open space used for informal activities or access, including small areas between housing or employment land-uses. It tends to be predominated by amenity grassland. Issues of quality and need are key considerations for such areas. In some instances management costs may appear unreasonably high for their function or purpose. This may create a trade off between quantity and quality of provision. Although public support exists for informal green-spaces, improved diversity should also be encouraged. Where appropriate, a move towards managing areas as accessible natural green space may be preferable.

The City of Durham Local Plan 2004 adopts the following open space standards:

Policy R1: A minimum overall standard of 2.4 ha of outdoor sports and play space per 1,000 population will be sought (this is based on the NPFA standard)

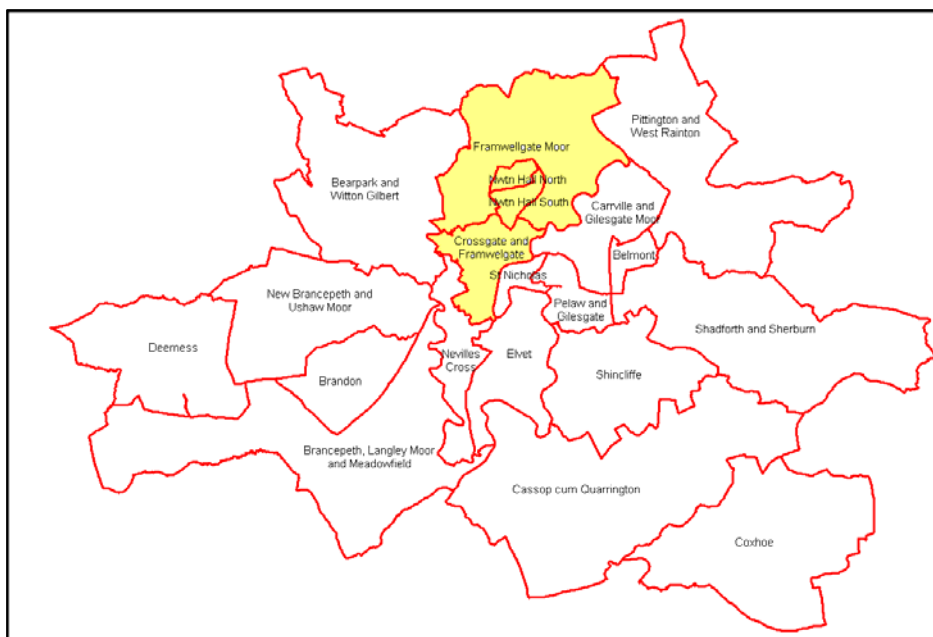
Policy R2: In new residential developments, informal play space must be provided at a rate of 100 m<sup>2</sup> per 10 dwellings (or 0.4 ha/1,000 population) and amenity space at a rate of 200 m<sup>2</sup> per 10 dwellings.

It is suggested that the NPFA standard may result in a spread of play facilities that are difficult to manage. A lower standard may, therefore, be advisable.

The Local Plan standards and PPS indicate *outdoor sports space* standards marginally lower than the NPFA standard. The recommendation from the OSNA study is that the NPFA standard of 1.2Ha/1000 is adopted in the City of Durham.

#### 4.0 Key issues from Neighbourhoods / Assessment of Under and over-provision

##### 4.1 Neighbourhood Area 1



This covers the wards of Framwellgate Moor, Crossgate & Framwellgate, Newton Hall North and Newton Hall South.

This northern area of the City is generally urban in character with large housing developments at Newton Hall adjacent to the generally older and more historic areas of Framwellgate Moor and Crossgate. These communities are served by local and large scale shopping, educational and community facilities. There are new retail and housing developments in the northern part of this area adjacent to the Green Belt.

There are green corridors running into the city centre and from west to east from these northerly areas which provide access and recreational routes forming part of the green infrastructure of the City. (Part of the 'Necklace Park' is included)

Within this neighbourhood 40 spaces were assessed of which 3 of the 5 parks and gardens, 1 semi natural green space, 3 amenity green spaces and one site with provision for children and young people were assessed as rare and considered not replaceable.

The **quality** of over half the sites is considered good. The two outdoor sports facilities are of average quality, none assessed as good. However the provision for children and young people has 80% assessed as good compared to 45% in the whole District.

There are 10 sites having no requirement for improvement and 26 sites in good locations with reasonable or good **potential for improvement**. It was noted that all of the parks and gardens assessed in this area show good or reasonable potential for improvement and 3 (60%) are considered rare and not replaceable.



**Access** was assessed as good for 50% of the sites, the remaining sites split equally between adequate and poor.

### Assessment of Under and Over-provision

(OS) TYPOLOGY	TOTAL SITES BY TYPOLOGY ( in Area 1)	TOTAL AREA BY TYPOLOGY (HA)	RECOMMENDED LOCAL STANDARD	APP. OF STANDARD TO TYPOLOGY	ABOVE OR BELOW PROVISION %
Habitat	80	280.39	n/a	n/a	n/a
Sport	15	43.49	n/a	n/a	n/a
Amenity	26	79.76	1.0 HA / 1,000	116.14ha/15112 pop = <b>7.6852/1000</b>	Above
Churchyards & Cemeteries	4	2.32			
Open Space	24	34.06			
Children	2	1.82	0.5 HA / 1,000	1.82ha/15112pop = <b>0.2408/1000</b>	Below
Civic	0	0	n/a	n/a	n/a
Parks & Gardens	2	0.19	0.5 HA / 1,000	0.19ha/15112pop = <b>0.0251/1000</b>	Below
Corridor	3	5.56	4 HA / 1,000	7.71ha/15112pop = <b>0.1275/1000</b>	Below
General	0	0			
Natural Surfaces	4	2.15			
Scrub	0	0	n/a	n/a	n/a
Building	0	0	n/a	n/a	n/a
<b>TOTAL:</b>	<b>160</b>	<b>449.74</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

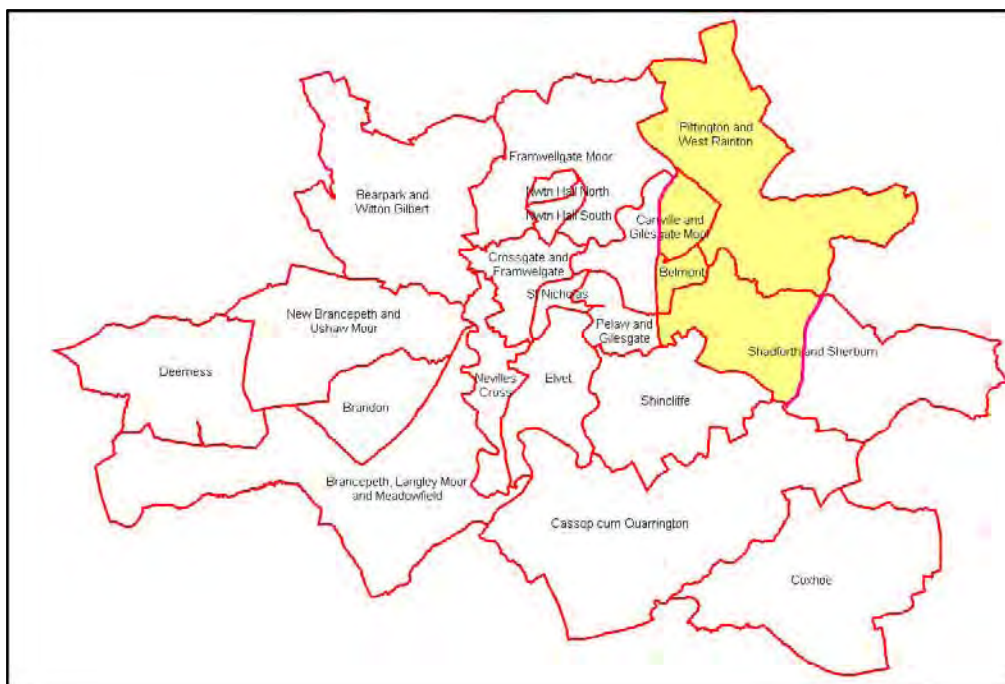
Open Space, Amenity, and Churchyards = Informal Green Space (1.0 HA / 1,000)

Children = Provision for Children and Young People = Children's equipped/young persons play space (0.5 HA / 1,000)

Parks & Gardens = Parks, Gardens and Country Parks (0.5 HA / 1,000)

Corridor, General & Natural Surfaces = Accessible Natural Greenspace & Community Woodland (2 HA / 1,000 + 2 HA / 1,000)

## 4.2 Neighbourhood Area 2



This includes the wards of Carrville, Pitlington & West Rainton, Sherburn and Belmont.

This area to the north east and east of the city centre includes areas of urban development particularly housing at Carrville and Belmont which are physically associated with the City and also provide employment, retail, educational and community facilities. The distinct geographical settlements of the villages of Sherburn, Pitlington and West Rainton are served by local shopping, educational and community facilities and separated from the city centre by agricultural land. Sherburn and Pitlington are to the east on the western side of the Magnesian Limestone escarpment. (A small section of the 'Necklace Park' is included)

Within this neighbourhood, 23 spaces were assessed of which 2 amenity green spaces were considered as rare or not replaceable. No parks and gardens were selected for assessment.

The **quality** of over half the sites is considered good, 10 sites having no requirement for improvement and 12 sites in good locations with reasonable or good **potential for improvement**. In the category of natural and semi-natural green space/open space there are more sites assessed as average for quality than for the district as a whole.

**Access** was assessed as good for 50% of the sites, the remaining sites split equally between adequate and poor. There was a higher percentage assessed as having good access compared to the whole City for the typologies amenity green space, provision for children and young people, green corridors (although only 1 was assessed in this area) and churchyards and cemeteries.

## Assessment of Under and Over-provision

(OS) TYPOLOGY	TOTAL SITES BY TYPOLOGY (in Area 2)	TOTAL AREA BY TYPOLOGY (HA)	RECOMMEN DED LOCAL STANDARD	APP. OF STANDARD TO TYPOLOGY	ABOVE OR BELOW PROVISION
Habitat	102	49.98	n/a	n/a	n/a
Sport	6	78.6	n/a	n/a	n/a
Amenity	22	51.97	1.0 HA / 1,000	82.83ha/1771 9pop = <b>4.6746/1000</b>	Above
Churchyards & Cemeteries	4	3.37			
Open Space	44	27.49			
Children	4	10.64	0.5 HA / 1,000	10.64ha/1771 9pop = <b>1.2009/1000</b>	Above
Civic	0	0	n/a	n/a	n/a
Parks & Gardens	0	0	0.5 HA / 1,000	0/1000	Below
Corridor	2	4.37	4HA / 1,000	8.26ha/17719 pop = <b>0.1165/1000</b>	Below
General	0	0			
Natural Surfaces	8	3.89			
Scrub	0	0	n/a	n/a	n/a
Building	0	0	n/a	n/a	n/a
<b>TOTAL:</b>	<b>192</b>	<b>230.31</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>



Open Space, Amenity, and Churchyards = Informal Green Space (1.0 HA / 1,000)



Children = Provision for Children and Young People = Children's equipped/young persons play space (0.5 HA / 1,000)

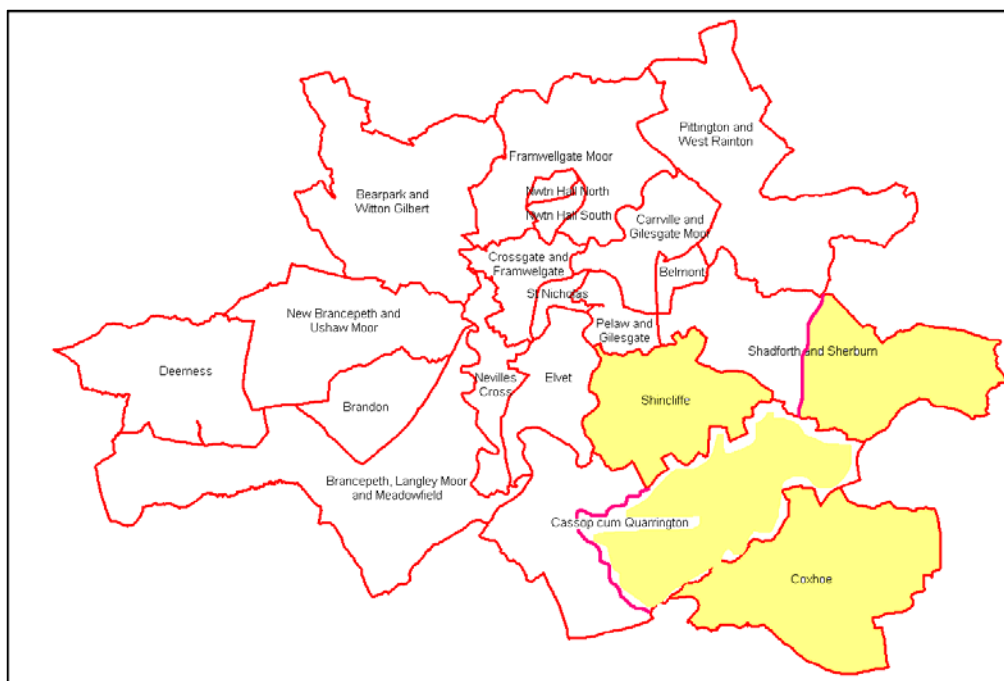


Parks &amp; Gardens = Parks, Gardens and Country Parks (0.5 HA / 1,000)



Corridor, General &amp; Natural Surfaces = Accessible Natural Greenspace &amp; Community Woodland (2 HA / 1,000 + 2 HA / 1,000)

### 4.3 Neighbourhood Area 3



This neighbourhood area covers the wards of Cassop cum Quarrington, Coxhoe, Shadforth and Shincliffe stretching out in a southerly, south easterly and easterly direction from the city centre. (A small section of the 'Necklace Park' is included)

These villages are separated from the city centre by agricultural and recreational land. All the wards except Shincliffe are in the direction of the western side of the Magnesian Limestone escarpment, with the settlement of Quarrington Hill and Old Cassop located on the this escarpment.

There were no Parks and Gardens assessed in this neighbourhood area. The **quality** of the one cemetery and one green corridor audited in this neighbourhood are of good and this is above the District average although care should be exercised when comparing the findings of small numbers of sites.

There is good **access** to amenity green space for 92% of the sites compared to 67% for District sites overall.

There is good **potential for improvement** in the area as illustrated by 100% of the green corridors (1) and outdoor sports facilities (2), 85% of the amenity green spaces (11) and 75% of the provision for children and young people (3) scoring for good location with a good to reasonable potential for improvement. One of the two parks in the area also scores this level.

**Assessment of Under and Over-provision**

(OS) TYPOLOGY	TOTAL SITES BY TYPOLOGY (in Area 3)	TOTAL AREA BY TYPOLOGY (HA)	RECOMMEN DED LOCAL STANDARD	APP. OF STANDARD TO TYPOLOGY	ABOVE OR BELOW PROVISION
Habitat	105	303.92	n/a	n/a	n/a
Sport	2	1.8	n/a	n/a	n/a
Amenity	13	17.13	1.0 HA / 1,000	103.24ha/128 58pop = <b>8.0292/1000</b>	Above
Churchyards & Cemeteries	3	2.27			
Open Space	87	83.84			
Children	5	5.95	0.5 HA / 1,000	5.95ha/12858 pop = <b>0.9254/1000</b>	Above
Civic	0	0	n/a	n/a	n/a
Parks & Gardens	0	0	0.5 HA / 1,000	<b>0/1000</b>	Below
Corridor	0	0	4 HA / 1,000	16.65ha/1285 8pop = <b>0.3237/1000</b>	Below
General	2	2.32			
Natural Surfaces	13	14.33			
Scrub	0	0	n/a	n/a	n/a
Building	0	0	n/a	n/a	n/a
<b>TOTAL:</b>	<b>230</b>	<b>431.56</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

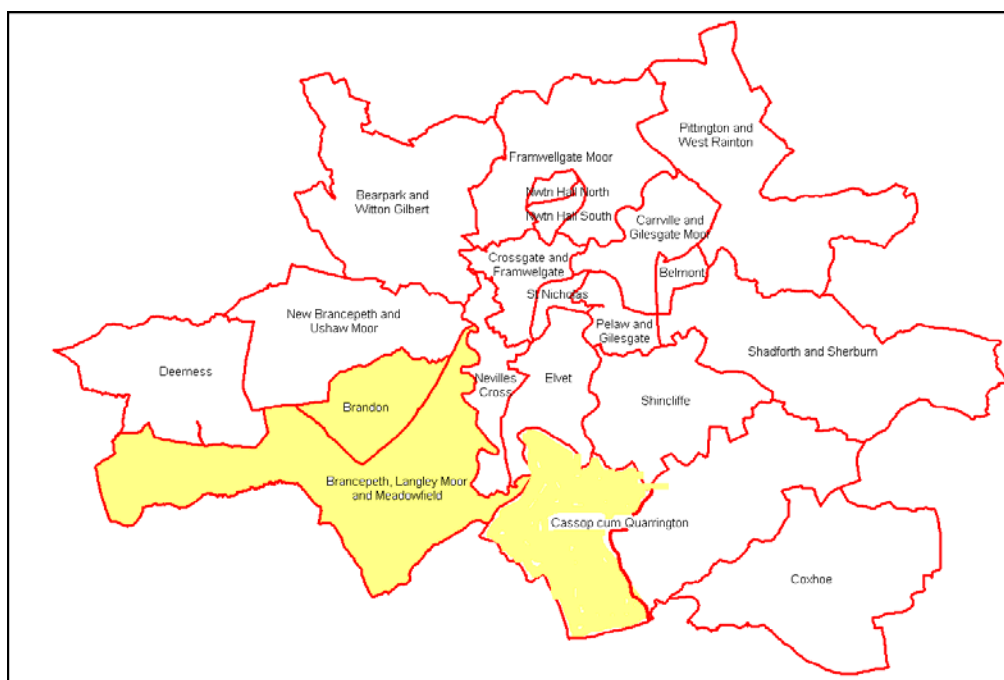
Open Space, Amenity, and Churchyards = Informal Green Space (1.0 HA / 1,000)

Children = Provision for Children and Young People = Children's equipped/young persons play space (0.5 HA / 1,000)

Parks & Gardens = Parks, Gardens and Country Parks (0.5 HA / 1,000)

Corridor, General & Natural Surfaces = Accessible Natural Greenspace & Community Woodland, and Allotments (2 HA / 1,000 + 2 HA / 1,000)

#### 4.4 Neighbourhood Area 4



This area covers the wards of Brancepeth (Croxdale), Langley Moor & Meadowfield and Brandon. These wards cover the south west part of the District.

The area includes the urban centres of Langley Moor and Meadowfield which form a ribbon development out from the city centre with very little land use division between the two. Brandon is located south west of Meadowfield to the north of the A690. There are older areas in each of these settlements and villages. There has been expansion of all these areas to include zones of new housing development. (A small section of the 'Necklace Park' is included)

To the extreme south west of the District is the historic village of Brancepeth with its Castle and Church.

The number of good **quality** assessed spaces is below the District average. **Access** is graded as high or exceeding the District average.

The **potential for improvement** exceeds the average except for natural and semi natural green space where there is a slight deviation and outdoor sport.

## Assessment of Under and Over-provision

(OS) TYPOLOGY	TOTAL SITES BY TYPOLOGY (in Area 4)	TOTAL AREA BY TYPOLOGY (HA)	RECOMMEND ED LOCAL STANDARD	APP. OF STANDARD TO TYPOLOGY	ABOVE OR BELOW PROVISION
Habitat	234	420.46	n/a	n/a	n/a
Sport	16	181.85	n/a	n/a	n/a
Amenity	18	46.54	1.0 HA / 1,000	106.33ha/9487 pop = <b>11.2079/1000</b>	Above
Churchyards & Cemeteries	13	12.73			
Open Space	59	47.06			
Children	1	1.51	0.5 HA / 1,000	1.51ha/9487po p = <b>0.3183/1000</b>	Below
Civic	0	0	n/a	n/a	n/a
Parks & Gardens	5	13.19	0.5 HA / 1,000	13.19ha/9487p op = <b>2.7806/1000</b>	Above
Corridor	1	1.54	4 HA / 1,000	15.66ha/9487p op = <b>0.4126/1000</b>	Below
General	0	0			
Natural Surfaces	18	14.12			
Scrub	2	0.88	n/a	n/a	n/a
Building	0	0	n/a	n/a	n/a
<b>TOTAL:</b>	<b>367</b>	<b>739.88</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

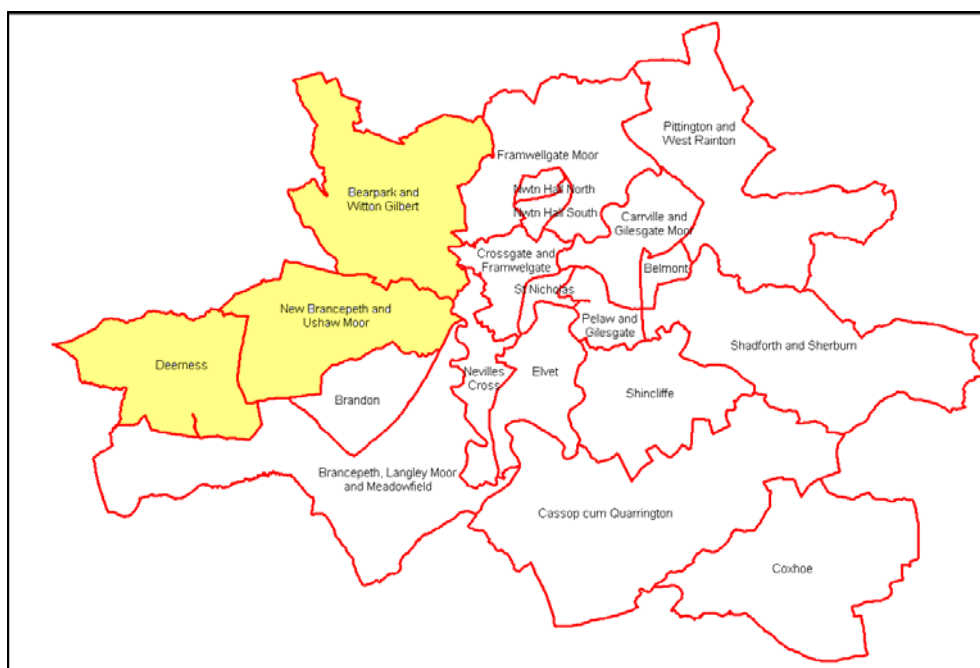
Open Space, Amenity, and Churchyards = Informal Green Space (1.0 HA / 1,000)

Children = Provision for Children and Young People = Children's equipped/young persons play space (0.5 HA / 1,000)

Parks & Gardens = Parks, Gardens and Country Parks (0.5 HA / 1,000)

Corridor, General & Natural Surfaces = Accessible Natural Greenspace & Community Woodland (2 HA / 1,000 + 2 HA / 1,000)

#### 4.5 Neighbourhood Area 5



The westerly wards of Bearpark, Witton Gilbert, Deerness, New Brancepeth and Ushaw Moor exhibit a different and more rural character than their adjacent Neighbourhood areas. Traditionally mining areas, the villages are distinct in their separation and layout and have local services. They are separated by rural land uses and river valleys.

The **quality** of the assessed sites was generally lower than the District average, except for outdoor sports facilities (2 in number) which were all assessed as good quality.

**Access** was generally below that of the District as a whole in the good category and there is a higher percentage in the poor category.

The percentage of sites with the **potential for improvement** in reasonable or good locations are lower than the District average except for the outdoor sports facility category.

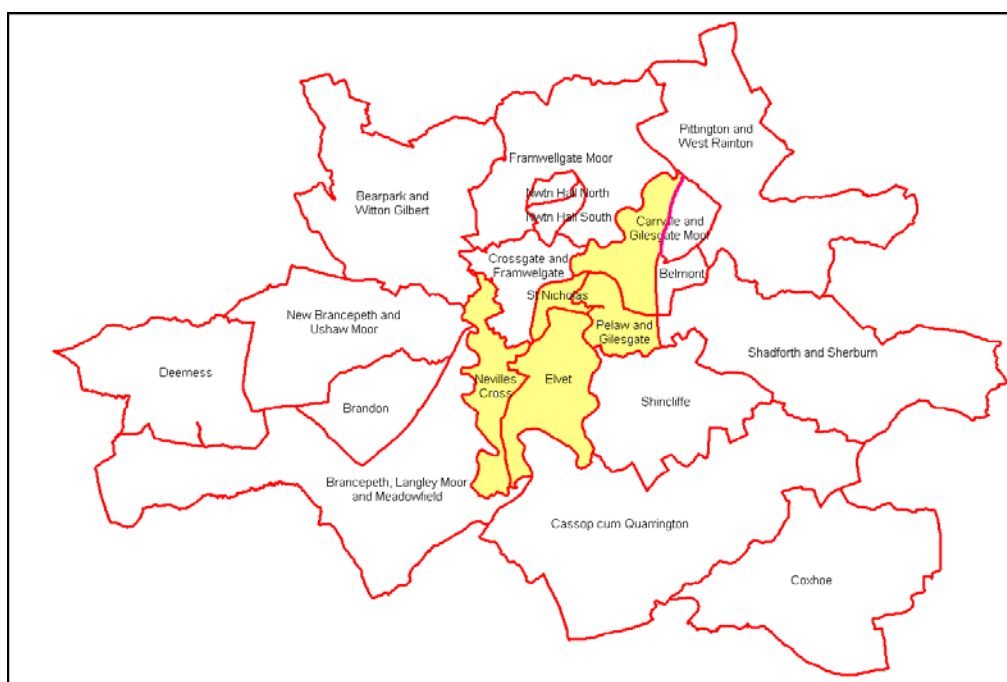


## Assessment of Under and Over-provision

(OS) TYPOLOGY	TOTAL SITES BY TYPOLOGY (in Area 5)	TOTAL AREA BY TYPOLOGY (HA)	RECOMMEND ED LOCAL STANDARD	APP. OF STANDARD TO TYPOLOGY	ABOVE OR BELOW PROVISION
Habitat	164	143	n/a	n/a	n/a
Sport	5	10.58	n/a	n/a	n/a
Amenity	22	98.98	1.0 HA / 1,000	167.8ha/1314 4pop = <b>12.7662/1000</b>	Above
Churchyards & Cemeteries	9	6.94			
Open Space	61	61.88			
Children	5	10.53	0.5 HA / 1,000	10.53ha/1314 4pop = <b>1.6022/1000</b>	Below
Civic	0	0	n/a	n/a	n/a
Parks & Gardens	0	0	0.5 HA / 1,000	<b>0/1000</b>	Below
Corridor	4	29.88	4 HA / 1,000	49.03ha/1314 4pop = <b>0.9325/1000</b>	Below
General	0	0			
Natural Surfaces	13	19.15			
Scrub	0	0	n/a	n/a	n/a
Building	1	0.06	n/a	n/a	n/a
<b>TOTAL:</b>	<b>284</b>	<b>381</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

	Open Space, Amenity, and Churchyards = Informal Green Space (1.0 HA / 1,000)
	Children = Provision for Children and Young People = Children's equipped/young persons play space (0.5 HA / 1,000)
	Parks & Gardens = Parks, Gardens and Country Parks (0.5 HA / 1,000)
	Corridor, General & Natural Surfaces = Accessible Natural Greenspace & Community Woodland (2 HA / 1,000 + 2 HA / 1,000)

#### 4.6 Neighbourhood Area 6



This area covers the major central zone of the District of the City of Durham and includes the wards of Gillesgate Moor, Nevilles Cross, Pelaw, Elvet and Gillesgate/St Nicholas. Crossgate and Framwellgate ward in Neighbourhood Area 1 completes the central zone of the City.

Open spaces in this area will serve their local populations and also visitors and business attracted to the City and some of the sites in this Neighbourhood Area may reasonably be considered to be important locally, regionally, nationally and internationally (those associated with the World Heritage site). An important, central section of the 'Necklace Park' passes through this area. More spaces in this area are considered rare or not replaceable (except "natural surfaces") particularly natural and semi natural green/open space and this assists in providing a setting for the historic core which is important to the City for the health and recreation of its residents, as part of the green infrastructure and to promote the City for economic development including tourism.

The **quality** of all the assessed parks and gardens, natural and semi-natural green/open space, green corridors and outdoor sports facilities is good with higher than the District average for amenity green space and the provision for children and young people, churchyards and cemeteries and natural surfaces.

**Access** to open spaces in this neighbourhood is generally good and not dissimilar from those in the District generally. The outdoor sports facility in this area has good access.

The **potential for improvement** is generally below the District average except for natural and semi natural green/open space and green corridors.

## Assessment of Under and Over-provision

(OS) TYPOLOGY	TOTAL SITES BY TYPOLOGY (in Area 6)	TOTAL AREA BY TYPOLOGY (HA)	RECOMMEND ED LOCAL STANDARD	APP. OF STANDARD TO TYPOLOGY	ABOVE OR BELOW PROVISION
Habitat	62	29.03	n/a	n/a	n/a
Sport	16	62.91	n/a	n/a	n/a
Amenity	12	19.97	1.0 HA / 1,000	42.55ha/1644 9pop = <b>2.5867/1000</b>	Above
Churchyards & Cemeteries	9	6.6			
Open Space	21	15.98			
Children	6	12.46	0.5 HA / 1,000	12.49ha/1644 9pop = <b>1.5186/1000</b>	Above
Civic	3	0.41	n/a	n/a	n/a
Parks & Gardens	1	1.34	0.5 HA / 1,000	1.34ha/16449 pop = <b>0.1629/1000</b>	Below
Corridor	5	14.68	4 HA / 1,000	19.25ha/1644 9pop = <b>0.2925/1000</b>	Below
General	0	0			
Natural Surfaces	4	4.57			
Scrub	0	0	n/a	n/a	n/a
Building	0	0	n/a	n/a	n/a
<b>TOTAL:</b>	<b>139</b>	<b>167.95</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

Open Space, Amenity, and Churchyards = Informal Green Space (1.0 HA / 1,000)

Children = Provision for Children and Young People = Children's equipped/young persons play space (0.5 HA / 1,000)

Parks & Gardens = Parks, Gardens and Country Parks (0.5 HA / 1,000)

Corridor, General & Natural Surfaces = Accessible Natural Greenspace & Community Woodland (2 HA / 1,000 + 2 HA / 1,000)

## 5.0 Recommendations made by the OSNA authors to the Council

The companion guide to PPG17 makes clear that providing local authorities have undertaken assessments of need and audits of existing facilities, compliant with PPG17, locally determined provision standards will meet the tests of reasonableness set out in paragraph 7 of DoE Circular 1/97, Planning Obligations). This means that authorities will then be justified in using them as the basis for planning conditions or obligations in appropriate circumstances. Paragraphs 23 and 33 of PPG17 make clear that obligations can be used to reduce or prevent both quantitative and qualitative deficiencies in provision.

Hence the main purpose of producing this report has been meet this test of reasonableness and provide local authority planners with the information necessary to draft plans and policies including supplementary planning guidance for the City of Durham administrative area. These planning policies should generally reflect the objectives set out at the beginning of PPG17. This means that most authorities will require their policies and related Supplementary Planning Guidance (SPG) to cover 'place-making' and:

- The protection and/or enhancement of existing open spaces or sport and recreation facilities of value - or potential value - to the local community. This can be done by identifying those open spaces or sport and recreation facilities of most value to local communities on the Proposals Map and in an accompanying schedule; or by a criteria based policy; or by a mixture of both approaches.
- The re-location of poorly located but necessary open spaces or sport and recreation facilities. PPG17 sets out the circumstances in which this may be acceptable.
- The circumstances in which the planning authority may allow the redevelopment of an existing open space or sport and recreation facility. Again, PPG17 offers guidance as to these circumstances.
- New provision required to fill identified gaps in existing provision, together with land allocations where there is a realistic expectation that the local authority will be able to initiate the necessary provision within the time frame covered by the Development Plan (or its successor)
- Additional on-site or off-site provision required as a consequence of new developments, together with how the authority will assess any related commuted maintenance or establishment sums. The amount of on-site provision or developer's contribution to off-site provision must be based on the adopted provision standards.

A second purpose of producing this report is to assist the authority to determine the need for on-site provision or developers' contributions to off-site provision which may arise from applications for two types of development:

- Those relating to the redevelopment of existing open space or sport and recreation provision for some other use
- Those which will increase the need for open space or sport and recreation provision in the area

Both of these require the application of adopted provision standards which are proposed in this report. In this context accessibility, qualitative or quantitative deficiencies, or surplus provision will influence the need for either additional provision or the enhancement of existing provision. However, provision standards are only the starting point in negotiations with developers and high quality environments will not result simply from applying them in a mechanistic way. This is why it is desirable also to complement provision standards with design guidelines which concentrate on effective 'place-making'.

Within the limitations of the sample based approach used in the preparation of this report the action plan focuses on helping the authority to identify strategic options for its plans. In particular it can influence the core strategy as it applies to the City of Durham which sets out the high level vision and will contain policies on how to implement the key land-use planning aspects of the vision. This will include the protection and enhancement of the natural environment including the Green Belt and the general location for new development within the area.

A further planning opportunity is to link the reports findings with the City of Durham Community Plan, the current iteration of which covers the period 2005 -2010. This identifies four priorities namely:-

- Narrowing the Gaps by working in partnership with key local stakeholders to narrow the social, economic and environmental gaps between the city centre area, the surrounding villages and between villages themselves.
- Equal Access & Real Inclusion by providing equal access and real inclusion in services that are of excellent quality and are appropriate to the diverse needs of local people, businesses and visitors.
- Building Skills, Knowledge and Aspirations within our communities and businesses, enabling them to work together to develop a strong social and economic base on which we can build.
- Developing the Well-being of the District through tackling inequalities in health, lowering crime and perceptions of crime, investing in our communities, improving local neighbourhoods, valuing creativity and diversity and providing social, economic and cultural prosperity.

It is certain that open spaces and recreation can deliver benefits across on all of these priority areas

Consideration	Recommendations for Durham City Council
<p>Raise consciousness of this report and its findings</p>	<p>Make the report <u>widely available</u> by posting on the authority's web site and mailing copies to key stakeholders in the District.</p> <p><u>Publish a synopsis</u> of the to raise public awareness and secure media coverage for the purpose above.</p> <p><u>Prepare a committee paper and seek the endorsement of the Council.</u></p>
<p>Planning</p>	<p>Ensure that the findings of this report are reflected in policies within the LDF.</p> <p>Reflect findings of this report in <u>the updating and renewal</u> of plans and strategies</p> <p>Establish standards for each type of open space where such plans do not yet exist (ref 1.7)</p> <p>Prepare a <u>green infrastructure strategy</u> for Durham County in conjunction with other stakeholders</p> <p>Ensure that new open spaces are planned in conjunction with grounds maintenance and leisure officers to facilitate effective management and maximise amenity.</p>
<p>Finance</p>	<p>Agree <u>funding formulas</u> for S106 and other fiscal agreements with developers.</p> <p>Make <u>adequate resources available from local authority budgets</u> to maintain open space and refresh key assets. To achieve the latter an <u>investment plan</u> covering a period of 10 years is required.</p> <p>Make application to <u>external funding sources</u> to support quality and quantity improvements and be prepared to co-fund such initiatives using both local strengths (such as World Heritage status) and weaknesses (for example areas of multiple deprivation) to support the case.</p>

<p>Working methods</p>	<p><u>Negotiate with developers to ensure that adequate open space is provided in, or well-related to, new developments.</u></p> <p><u>Seek partnerships</u> with the community and the voluntary sector and private land-owners to achieve sustainable improvements to open space needs especially quality and access.</p> <p>Ensure that <u>open space is viewed as part of an infrastructure system</u> in the same way as built infrastructure such as roads and rail.</p> <p>Link the open space of the district with <u>improved public health provision</u> notably in addressing the 'well-being' agenda such as common mental health problems and obesity.</p> <p>Recognise <u>the importance of revenue funding</u> to accompany capital investment</p>
<p>Monitoring</p>	<p>Ensure that a <u>robust system for monitoring</u> the quality, quantity and access to open space is in place and feeds into the local authority governance structures</p> <p><u>Evaluate</u> all major capital programmes to ensure that the desired outcomes are achieved</p>

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## Agenda Item 5(e)

STATUS PUBLIC

<b>Portfolio Member/Director/Head of Service</b> Leader/Head of Legal & Strategic Services	<b>Portfolio</b> Leader
<b>Subject</b> To make recommendations in respect of the disposition of Civic and Ceremonial property	<b>Date</b> 18 February 2009
	<b>Forward Plan</b> No
<b>Contact Officer</b> Clare Greenlay – Head of Legal & Strategic Services Tel: 0191 3018878 email: cgreenlay@durhamcity.gov.uk	<b>Previous Minutes</b> N/A
<b>Purpose of Report</b> To request that Cabinet indicate where they would like civic and ceremonial properties of the City of Durham vested come 1 April 2009.	
<b>Executive Summary</b>	
<p>On 28 August 2008 Durham County Council considered a report on ceremonial issues arising from local government reorganisation. Within that report, a protocol was adopted in relation to dealing with district council's artefacts, memorabilia, insignia and items of civic pride or regalia. The report recognised that district councils will have accumulated significant property which is both valuable and sentimental and the destination of this property should be determined in accordance with some common principles.</p> <p>A copy of the protocol for dealing with district artefacts, memorabilia, insignia and items of civic pride or regalia is attached to this report for information at Appendix 1.</p> <p>As a consequence of local government reorganisation, an audit has been conducted into the contents of the Town Hall to identify which items should be handled in accordance with the protocol. A copy of the items contained within the Town Hall is attached at Appendix 2.</p> <p>Not all of the items displayed within the Town Hall are the property of City of Durham District Council. Many items are displayed within the Town Hall by kind permission of the Freeman of the City of Durham. A list of the items owned by the Freeman is attached at Appendix 3 to this report. The Freeman have been advised that they will need to liaise with Durham County Council as to whether it will be possible for them to display their property within the Town Hall post 31 March 2009.</p> <p>The vast majority of the items identified in Appendix 2 to this report were given to the City of Durham prior to the 1974 reorganisation. As such, they are gifts to the city rather than the district council. In view of this, it is recommended that the items identified at Appendix 2 of this report, with the exception of the items identified at Appendix 3, are transferred to the Charter Trustees for the City of Durham. It is not considered appropriate for the property to be transferred to the unitary authority.</p> <p>Charter Trustees are not however able to hold land and as such the Town Hall itself will become the property of the new unitary authority on the 1 April 2009. It will therefore be necessary for the Charter Trustees to commence negotiations with the new unitary authority should they wish to continue displaying the civic and ceremonial property within the Town Hall post 31 March 2009. Adequate insurance and general stewardship arrangements will also need to be entered into in respect of the property to manage it appropriately on behalf of the City of Durham.</p>	

The Freemen of the City of Durham have been provided with a copy of this report, as have Durham County Council.

#### **Portfolio Member Recommendations or Items Requiring a Cabinet Decision**

1. That the civic and ceremonial property of the City of Durham District Council be transferred to the Charter Trustees of the City of Durham once the City of Durham District Council is dissolved.
2. That the Freemen be urged to approach Durham County Council to discuss with them whether their property can continue to be displayed in the Town Hall post the 31 March 2009.
3. That the Charter Trustees be urged to meet with the new unitary authority as soon as possible to discuss the display of their property within the Town Hall post 31 March 2009.

#### **Reasons for Recommendations**

The recommendations are made to ensure that the property which is of civic or ceremonial importance to the City is retained by the body most closely representing the city.

#### **Alternative Options To Be Considered**

In the event that no decisions are made in respect of the civic and ceremonial property, it will become the property of the new unitary authority on the 1 April 2009 and it would therefore be within the power of the new unitary authority to determine how and the property was retained and displayed.

#### **Consultation**

This report has been considered by the Council's officer management team

#### **LGR Implications**

This report has been prepared as a consequence of the local government reorganisation. It is for the district council to determine the disposition of its civic and ceremonial property in accordance with briefing note prepared by the Department of Communities and Local Government, as recognised by the County Council's Cabinet in the report it considered on the 28 August 2008. This report has been prepared in view of the protocol referred to in the body of the report and annexed as Appendix 1, and a copy of this report has been sent to Durham County Council in compliance with that protocol.

#### **Financial, Legal and Risk Implications**

There are no financial legal and risk implications in respect of this matter for the district council as the district council is merely expressing its preference as to the disposition of its civic and ceremonial property. In the event that the district council's wishes are not adhered to however, the Charter Trustees will need to seek the leave of the unitary authority to access civil and ceremonial regalia to enable them to perform their functions.

There will be financial, legal and risk implications for the Charter Trustees if they do receive the civic property, as they will be responsible for safeguarding the property for the benefit of the City. They will need to ensure the property is adequately insured, with arrangements being made for its care and maintenance as appropriate.

#### **Resource Implications**

N/A

<p><b>Timescale for Action</b></p> <p>A decision is required in advance of 31 March 2009</p>
<p><b>Associated Policies and Plans</b></p> <p>N/a</p>
<p><b>Supporting Documents</b></p> <p>Appendix 1 – Durham County Council’s protocol in respect of dealing with civic artefacts, memorabilia, insignia and items of civic pride or regalia.  Appendix 2 – Town Hall inventory  Appendix 3 – Paintings and Silver belonging to the Freemen of the City of Durham.</p>
<p><b>Background Papers</b></p> <p>N/A</p>

data/CabReps/CabinetPubReps Revised March 2008

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**Appendix 2**

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**Protocol for Dealing with District Artefacts, Memorabilia, Insignia and Items of Civic Pride or Regalia****Introduction**

It is readily recognised that District Councils will naturally have accumulated, during the time of their existence, significant amounts of the above items, some valuable, some not, some sentimental, some of personal significance and others.

Undoubtedly, also, there will be a wide variety of the nature of such items held between individual District Councils. These items are not regarded as assets in the true sense and this protocol attempts to set some general and practical principles that should be applied in settling their future destination and providing some general accountability in that regard.

**General Principles**

- (1) Because of the very wide range of items to be included in this protocol it is impossible and indeed not intended to be prescriptive as to the items themselves, detailed questions in relation to their value, or the priorities for their future destination.
- (2) It is agreed by Durham County Council (ie on behalf of the new Council for Durham) that District Councils should make their own decisions and honour their own responsibilities as to where items of the above nature should be donated to be preserved for the future.
- (3) Each District Council is asked to prepare an inventory of the items referred to above and submit it to Bill McKibbin by 30th September 2008.
- (4) Assets in their true sense are not included within the scope of the above items and District Councils should be particularly careful to ensure only items of the above nature are managed within the spirit of the protocol and in the case of any doubts refer the issue to the designated Durham County Council contact for determination as required.
- (5) It is expected that items of value in excess of £1,000 should be subject to authorisation for donation by no less than portfolio holder authorisation or equivalent decision making structure in a non-Cabinet Authority.
- (6) It is not expected that any of the above items will be disposed of for monetary consideration or in any manner inconsistent with maintaining the high level of responsibility and integrity expected of Local Government in dealing with such issues. It is appreciated:

- Some items will lend themselves to preservation in local museums
- Some items will be readily welcomed to be kept by local Parish/Town or City Councils
- Some items will be welcomed to be returned to their original owners or those who donated them
- Some items of historic record can be archived

And these are a few examples of the spirit and expectations of this protocol:

- (7) It will be necessary to have a record for the future, of the destination of these items and therefore, in due course, the inventory prepared under (3) above should be completed in that regard and submitted to Durham County Council for record no later than 1st March 2009.
- (8) Any questions or queries as to whether an items falls within this protocol or not, or the appropriateness of a donation or disposal which does not plainly fall within the intention of this protocol, should be submitted to the Durham County Council designated contact for determination.

## Town Hall inventory of items October 2008

Audit Ref	Location	Item	Description	Item ref per	Mayorial	Town Ha	Civic Re	Freemen
35	Burilison Gallery	Oil	Lord Adolphus Vane-Tempest	26				
36	Burilison Gallery	Oil	White Cat	20				
37	Burilison Gallery	Oil	John Lloyd Wharton of Dryburn, Durham					
38	Burilison Gallery	Oil	Smoky Chimneys	28				
39	Burilison Gallery	Oil	Venice (Copy after JMW Turner)	292				
40	Burilison Gallery	Oil	Unveiling of the Statute of the 3rd Marquis of Londonderry in Durham Market Place,02/12/1861	17				
41	Burilison Gallery	Oil	Clement Burlison	16				
42	Burilison Gallery	Oil	View of Durham looking towards Crook Hall	15				
43	Burilison Gallery	Oil	The River Tees near Wynch Bridge	14				
44	Burilison Gallery	Oil	Durham	19				
45	Burilison Gallery	Oil	View of Durham Cathedral from Crossgate Peth	18				
46	Burilison Gallery	Oil	Frans Snyders (1579-1657) (After Anthony Van Dyck)	278				
47	Burilison Gallery	Oil	Francesco Maria della Rovere, Duke of Urbino (1490-1538) (Copy after Titian)	288				
48	Burilison Gallery	Oil	Anthony Van Dyck self portrait (copy after Van Dyck)	285				
49	Burilison Gallery	Oil	An Italian Girl	293				
50	Burilison Gallery	Oil	Matilda Lyle (copy after earlier painting)	23				

51 Burlison Gallery	Oil	The Tribute Money (copy after Titian)	281
52 Burlison Gallery	Oil	Madonna della Sedia (copy after Raphael)	289
53 Burlison Gallery	Oil	Venice by Sunset	291
54 Burlison Gallery	Oil	Houghall Milk Boy	22
55 Burlison Gallery	Oil	Durham Town Hall, Main Hall	25
56 Burlison Gallery	Oil	Madonna with Child with St. Catherine and a Rabbit (copy after Titian)	294
57 Burlison Gallery	Oil	Madonna with Child with St. Jerome	290
58 Burlison Gallery	Oil	Cain and Abel	279
59 Burlison Gallery	Oil	Mrs Homers Dog	21
174 Council Chamber	Decorative gold fram	John Fawcett	82
177 Council Chamber	Decorative gold fram	William Ewart Bradley	85
180 Council Chamber	Decorative gold fram	Robert Alderman McClean	88
181 Council Chamber	Decorative gold fram	Alderman PJ Waite MP	89
182 Council Chamber	Decorative gold fram	John Fawcett	90
183 Council Chamber	Decorative gold fram	Rev W Hartwell	91
184 Council Chamber	Decorative gold fram	Robert Wharton	92
185 Council Chamber	Decorative gold fram	The Rev DR Draine	93
186 Council Chamber	Decorative gold fram	Lord Crewe Bishop of Durham	94

188 Council Chamber	Decorative gold fram Dr Fenwixk JP	96	
175 Council Chamber	Framed Painting King Charles 1	83	
176 Council Chamber	Framed Painting Queen Henrietta Maria	84	
187 Council Chamber	Gold Framed portrait King William III	95	
179 Council Chamber	Ships bell HMS Witherington's Bell	87	
189 Council Chamber	Timber block Timber "Judges" Block	97	
191 Council Chamber	Timber document ho Timber document holder	99	
190 Council Chamber	Timber Hammer Timber "Judges" Hammer	98	
178 Council Chamber	Wall mounted shield insignia Wall mount crest HMS Witherington Shield and	86	
114 Crush Hall	Oil Painting of the Count	123	
101 Crush Hall	Statue Statue of Count Boruwlaski	119	
100 Crush Hall	Wood cup	New	
102 Crush Hall	Framed drawing of Count	124	
103 Crush Hall	Counts cane	125	
104 Crush Hall	Counts violin and bow	126	
105 Crush Hall	Counts gloves	127	
106 Crush Hall	Chair displaying violin	128	
107 Crush Hall	Counts slippers	129	



108 Crush Hall	Counts shoes x 2	130
109 Crush Hall	Counts gold ring	131
110 Crush Hall	Counts hat box	132
111 Crush Hall	Mannequin of Count with Counts clothes and hat	133
112 Crush Hall	Counts Hankerchief	
113 Crush Hall	Framed letted written and signed by the Count	134
115 Crush Hall	6 x Boer War rifles and timber storage frame	120
116 Crush Hall	6 x Boer War rifles and timber storage frame	122
117 Crush Hall	Hand made box for Mayor's collection	309
34 Fire Escape Stairs	Pin Architectural Bridge over Pelaw Beck	
130 Guild Hall	City of Durham coat of arms displayed in a wall mounted timber display case with the City seals	41
139 Guild Hall	Blacksmiths	58
140 Guild Hall	Skinner and Glovers	59
141 Guild Hall	Carpenters, Joiners, Copers Wheelrights and Sawyers	60
142 Guild Hall	Butchers	61
143 Guild Hall	Weavers	62
144 Guild Hall	Goldsmiths, Plumbers, Pewters, Potters, Painters and Glazers	63
145 Guild Hall	The Merchant Company	64

147 Guild Hall	Coat of arms	Drapers and Taylors	66	
148 Guild Hall	Coat of arms	Duke and Earl of Northumberland	67	
149 Guild Hall	Coat of arms	Free Masons. Rough Masons, Wallers, Slaters, Paviours, Plasterers and Bricklayers	68	
150 Guild Hall	Coat of arms	Barbers, Chirurgeons and Rapers	69	
151 Guild Hall	Coat of arms	Cordwainers	70	
152 Guild Hall	Coat of arms	Right Honorable Hugh Earl Percy	71	
153 Guild Hall	Old Corn Measure	Imperial Gallon	72	
154 Guild Hall	Old Corn Measure	Imperial Half Gallon	73	
155 Guild Hall	Old Corn Measure	Imperial Duart	74	
156 Guild Hall	Old Corn Measure	imperial Pint	75	
157 Guild Hall	Old Corn Measure	Imperial Half Pint	76	
158 Guild Hall	Old Corn Measure	Imperial Gill	77	
159 Guild Hall	Old Corn Measure	Imperial Half Gill	78	
160 Guild Hall	Old Corn Measure	Imperial Bushel	79	
161 Guild Hall	Old Corn Measure	Imperial Peck	80	
162 Guild Hall	Old Corn Measure	Imperial Half Bushel	81	
127 Guild Hall	Photo	HMS invincible montage	38	
133 Guild Hall	Photo	The Queen and Prince Philip	51	

129 Guild Hall	Plaque	Small timber "Open Book" style standing plaque	40
138 Guild Hall	Portrait	Portrait of the "most noble Hugh Percy Duke and Earl of Northumberland"	56
146 Guild Hall	Seal	The 1606 Corporate Seal of the City of Durham	65
118 Guild Hall		6 x Halbards (17th Century)	29
119 Guild Hall		Round headed staff	30
120 Guild Hall		Flat headed staff	31
121 Guild Hall		HMS Invincible Shield	32
122 Guild Hall		Framed old map	33
123 Guild Hall		Lantern staff	34
124 Guild Hall		Flat headed staff	35
125 Guild Hall		Round headed staff	36
126 Guild Hall		6 x Halbards (19th Century)	37
128 Guild Hall		Extract of City's original Charter	39
131 Guild Hall		Charter granted by High Pudsey Bishop of Durham 1774	42
132 Guild Hall		Photographic Record Book, HMS Invincible 1980 to 2005 collection of images	46
134 Guild Hall		Wall mounted sword	52
135 Guild Hall		Wall mounted mace	53
136 Guild Hall		Wall mounted Civic sword purple with scabbard	54

137 Guild Hall	Original Scroll granting Freedom of the City to the 1st Honorary Freeman 18/12/1885	55
14 Kitchen cupboard	Architectural drawing hall, Mr PC Hardwick, Reproductions, April 1986	
19 Kitchen cupboard	Freedom of Durham City Casket to Viscount Montgomery, Cordingly & McIntyre, Chartered	304
15 Kitchen cupboard	Landscape (3 people on it) (damaged)	287
16 Kitchen cupboard	Crucifixion? (damaged)	
32 Kitchen cupboard	Will Robinson, Born at Hexham 03/10/1767, died at Durham 01/09/1837, and Alice Forrest	
13 Kitchen cupboard	Theatre Production	8
26 Kitchen cupboard	Mayor 1982	
27 Kitchen cupboard	Princess Alexander	298
28 Kitchen cupboard	Visit by the Queen, Prince Philip and King Olaf 1991	300
29 Kitchen cupboard	Princess Alexander, 1969	295
30 Kitchen cupboard	Duke of Edinburgh, 1963	296
17 Kitchen cupboard	Warship Week 1942	
21 Kitchen cupboard	Amnesty International, copper plaque	113
22 Kitchen cupboard	Granville Sharp, June 1979	114
25 Kitchen cupboard	150 Ann Toll Puddle Marters (Reception cabinet)	
31 Kitchen cupboard	JW Carmicheal, engraved, Collard, All Saint's Church	
18 Kitchen cupboard	School Sports 1922, William Smith, Durham City Corporation Shield	

24 Kitchen cupboard	Stamps	Commemorative stamps, donated by NUM for Durham Miners Gala 1983	117
23 Kitchen cupboard	Water Colour	Service for the courts (Mayor leaving cathedral)	106
20 Kitchen cupboard	Water Colour and Inl print,	Durham Training College 1858, based on an old Margot R Smith 1975	
285 Lantern Room	DLI Shield	DLI Shield	307
284 Lantern Room	Framed Black and W	Restoration of statue of 3rd Marquess of Londonderry	305
204 Lantern Room	Framed black and w/3 black and white photographs,	Durham Bridges	135
205 Lantern Room	Framed black and w/3 black and white photographs,	Millburngate (old),	136
206 Lantern Room	Framed black and w/3 clack and white photographs,	Market Place (old),	137
280 Lantern Room	Framed colour drawi	Brancepeth Castle, R W Billings	301
281 Lantern Room	Framed colour drawi	Durham Caslte from Framwellgate Bridge, R W Billings	302
282 Lantern Room	Framed colour drawi	Finchale Priory, R W Billings	303
283 Lantern Room	Framed colour drawi	The Chapel at Sherburn Hospital, R W Billings	not listed
193 Lantern Room	Framed document	Copy of document titled "Borough of Durham Tale of Fees"	102
194 Lantern Room	Framed document	Copy of the arms of the several companies in the corporation of Newcastle upon Tyne	103
195 Lantern Room	Framed drawing	Colour sketch of the City of Durham Costs of Arms	104
196 Lantern Room	Framed drawing	Colour sketch's of various costs of arms including City of Durham shields	105
169 Lantern Room	Framed montage	Montage including statue of 3rd Marques in the market place	9
163 Lantern Room	Framed print	Durham Cathedral, Castle and Framwellgate Bridge view from Millburngate	1

164 Lantern Room	Framed print	Durham Cathedral and Castle view from Framwellgate	2	
165 Lantern Room	Framed print	Durham Cathedral Central Tower view from Old Elvet	3	
166 Lantern Room	Framed print	South Bailey viewed through Watergate	5	
167 Lantern Room	Framed print	Durham Cathedral and Castle view from Mount Joy	6	
168 Lantern Room	Framed print	Durham Cathedral and Castle Keep above the city rooftops	7	
170 Lantern Room	Framed Print	"Lawson's Guns"	10	
171 Lantern Room	Framed Print	HMS Invincible at sea	11	
172 Lantern Room	Framed Print	"Laying the Colors"	12	
173 Lantern Room	Framed Print	HMS Invincible at sea	13	
207 Lantern Room	Framed wall mounted Certificate TA	Head statue of Captain Richard W Annand 1914-Head State and Plint 2004, and plinth with bronze plaque	138	
199 Lantern Room			111	
197 Lantern Room	Large timber wall mc City of Durham Roll of Honorary Amderman		107	
202 Lantern Room	Large timber wall mc years with the City of Durham 1972	List of Councillors who have served 10 or more	118	
289 Lantern Room	Print	St Cuthbert's Pectoral Cross by J Cleys 45/70	not listed	
290 Lantern Room	Regimental Colours	II Battalion Light Infantry Regimental Colours	not listed	
291 Lantern Room	Regimental Colours	II Battalion Light Infantry Royal Standard	not listed	
272 Lantern Room	Ships bell	HMS Invincible ships bell 1980	272	
286 Lantern Room	Timber wall mountec Large wall plaque	"Leaders of the Council"	308	

203 Lantern Room	Wall mounted brass	Brass plaque presented to the City of Durham by the old comrades of the 8/11 Battalions Durham	121
287 Lantern Room		South West Prospect of the City of Durham	not listed
288 Lantern Room		St. Nicolas's Church Market Square City of Durham 1855	not listed
33 Leaders Office	Oil	Present to Durham City Council, JC Madgin, 900th Anniversary of Durham Cathedral 1993	
245 Main Hall	Clock	Triangula wall mounted clock	245
208 Main Hall	Coat of arms	Francis Dixon Johnson Esq	208
209 Main Hall	Coat of arms	Unknown	209
211 Main Hall	Coat of arms	Thomas Griffiths Esq	211
212 Main Hall	Coat of arms	I R Mobray Esq City of Durham	212
213 Main Hall	Coat of arms	Unknown	213
214 Main Hall	Coat of arms	Unknown	214
216 Main Hall	Coat of arms	R L Pemberton Esq	216
217 Main Hall	Coat of arms	Unknown	217
218 Main Hall	Coat of arms	Unknown	218
219 Main Hall	Coat of arms	Unknown	219
220 Main Hall	Coat of arms	Unknown	220
221 Main Hall	Coat of arms	Unknown	221
223 Main Hall	Coat of arms	Marshalls Esq	223

225 Main Hall	Coat of arms	Unknown	225
226 Main Hall	Coat of arms	Unknown	226
229 Main Hall	Coat of arms	Unknown	229
230 Main Hall	Coat of arms	Duke of Cleveland	230
231 Main Hall	Coat of arms	Marque of Londonderry	231
232 Main Hall	Coat of arms	Baron Brancepeth	232
233 Main Hall	Coat of arms	Earl of Aiden	233
234 Main Hall	Coat of arms	Earl of Lambton	234
235 Main Hall	Coat of arms	Earl Vane	235
236 Main Hall	Coat of arms	Ravensworth	236
237 Main Hall	Coat of arms	Earl of Starborough	237
238 Main Hall	Coat of arms	Ralph Lindsey esq	238
252 Main Hall	Coat of arms	Lord Adolphus Vane-Tempest	252
253 Main Hall	Coat of arms	Hamilton Russel	253
254 Main Hall	Coat of arms	M Dunn Esq	254
255 Main Hall	Coat of arms	E Taylor Smith	255
256 Main Hall	Coat of arms	Edmund E Hopper	256
257 Main Hall	Coat of arms	John Burrell Esq	257

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258 Main Hall	Coat of arms	Sire Hedworth Williamson Bart	258
259 Main Hall	Coat of arms	John Joirey Esq	259
260 Main Hall	Coat of arms	Ralph Stephen Pemberton Esq	260
261 Main Hall	Coat of arms	Lloyd Wharton	261
267 Main Hall	Coat of arms	Red William Greenwell	267
268 Main Hall	Coat of arms	Ref George Fox	268
269 Main Hall	Coat of arms	Unknown	269
270 Main Hall	Coat of arms	H Wilkinson Esq	270
271 Main Hall	Coat of arms	Unknown	271
274 Main Hall	Coat of arms	James Brookshaw Esq	275
275 Main Hall	Coat of arms	A Wharton Esq	276
210 Main Hall	Decorative gold fram	William Henderson	210
215 Main Hall	Decorative gold fram	James Fowler	215
222 Main Hall	Decorative gold fram	Robert Twaites	222
227 Main Hall	Decorative gold fram	Sir Robert Peel	227
239 Main Hall	Decorative gold fram	Large portrait unknown male	239
241 Main Hall	Decorative gold fram	Large portrait unknown male	241
242 Main Hall	Decorative gold fram	Large portrait unknown male	242

248 Main Hall	Large portrait of Charles Stewart 6th Marquest of Londonderry	248
249 Main Hall	Decorative gold fram Large portrait unknown male	249
250 Main Hall	Decorative gold fram William Boyd Esq	250
251 Main Hall	Decorative gold fram Large portrait unknown male	251
262 Main Hall	Decorative gold fram Large portrait unknown male	262
263 Main Hall	Decorative gold fram Large portrait unknown male	263
264 Main Hall	Decorative gold fram Large portrait unknown male	264
265 Main Hall	Decorative gold fram Robert Burns	265
266 Main Hall	Decorative gold fram Stephen Kemble	266
247 Main Hall	Gold frame print     Portraite of the Queen mother	247
228 Main Hall	Gold Framed portrait Hannah Harrison Rushford	228
240 Main Hall	Right Hon Farrer 1st Baron Herschell GCB 1874- Gold Framed portrait 85	240
243 Main Hall	Gold Framed portrait Small framed print of The Queen	243
244 Main Hall	Gold Framed portrait Small framed print of Prince Phillip	244
246 Main Hall	Gold framed water c: Troops raising union flag on Place Green	
224 Main Hall	Timber Framed painl William Shields, Mayor of Durham 1824 Blue and yellow flag "The Royal British Legion	224
273 Main Hall	Wall mounted flag     Northern Area Durham and Cleveland County	274
6 Manager's Office	Black & White, Ink     Wharton Park	New

12 Manager's Office	Books	City of Durham, Hutchinson's Vol 1 & 2	
11 Manager's Office	Decorative gold fram Empty frame		286
1 Manager's Office	Life Buoy	HMS Invincible Life Buoy	273
4 Manager's Office	Oil	Madonna with child (damaged)	289
5 Manager's Office	Oil	Portrait of "Italian Girl" (damaged)	280
2 Manager's Office	Print	Presenting of the Colours by 7th Battalion Light Infantry 14/07/1978	246
3 Manager's Office	Water Colour	No name, landscape	27
7 Manager's Office		County Hospital Wharton Park	New
8 Manager's Office		Conservatory, Wharton Park	New
9 Manager's Office		City Seal Stamp	
10 Manager's Office		Count's violin case	
76 Mayor's Parlour	Clock	Ships clock present to the City of Durham on the occasion of the visit of the HMS invincible 12-16	155
92 Mayor's Parlour	Coins	Framed coins presented to the City by the delegation from the Chinese Peoples Political	141
96 Mayor's Parlour	Decanter	2 crystal decanters	
90 Mayor's Parlour	Glass plate	Durham Plate with Cathedral and Sanctuary Knocker	148
87 Mayor's Parlour	Needlework	"Goltzschtalbrucke"	
86 Mayor's Parlour	Pennant	Pennant (black with gold trims) and stand Present to the City by the Krohengen (Norway) brass band	142
60 Mayor's Parlour	Photo	49 pictures of Mayors and Mayoresses 1957 - 2007	158-206

61 Mayor's Parlour	Photo	HRH The Queen Mother 1987	
62 Mayor's Parlour	Photo	HRH Elizabeth and Prince Philip 1991	
63 Mayor's Parlour	Photo	Princess Alexander 1987	
64 Mayor's Parlour	Photo	King and Queen Sherburn Housing estate 1939	<b>143</b>
65 Mayor's Parlour	Photo	HRH The Princess of Wales 1987	
66 Mayor's Parlour	Photo	HRH Princess Alexander, March 1970	<b>146</b>
67 Mayor's Parlour	Photo	Queen and Duke of Edinburgh, May 1960	<b>144</b>
68 Mayor's Parlour	Photo	Duke of Edinburgh, Oct 1963	<b>145</b>
69 Mayor's Parlour	Photo	Group photo with Mayor Presented to City of Durham of Officers of No 202	<b>147</b>
70 Mayor's Parlour	Photo	SQN 80th Anniversary (1914 to 1994)	<b>149</b>
72 Mayor's Parlour	Photo	HMS Invincible at sea	<b>151</b>
73 Mayor's Parlour	Photo	HMS Invincible, presented to the City of Durham by Captain and Ships Company 20th July to 25th	<b>150</b>
74 Mayor's Parlour	Photo	HMS Invincible, Present to City of Durham, August 1980, signed MH Rivisary Captain, Royal	<b>152</b>
75 Mayor's Parlour	Photo	B/W photo HRH Elizabeth 1960	<b>154</b>
78 Mayor's Parlour	Photo	B/W photo Prince Philip 1960	<b>157</b>
88 Mayor's Parlour	Photo	Town Hall, Jim Gibson	
89 Mayor's Parlour	Photo	Framed photo of building covered in Ivy "Bridge" print presented to the City on the	
93 Mayor's Parlour	Picture	occasion of the visit of representatives from the	<b>139</b>

71 Mayor's Parlour	Plaque	HMS Invincible	
77 Mayor's Parlour	Plaque	202 Squadron "Semper Vigilante"	156
79 Mayor's Parlour	Plaque	Durham City	
80 Mayor's Parlour	Plaque	Bronze set of Chinese Bells	
82 Mayor's Parlour	Plaque	Drum and Dance Troupe Trinity College, Kandy, Sri Lanka European Tour 2008	
83 Mayor's Parlour	Plaque	HMS Invincible, Presented to Councillor JS Anderson, Mayor of Durham 1980 - 1981, Sept	153
84 Mayor's Parlour	Plaque	HMS Invincible WO & CPO Mess	
85 Mayor's Parlour	Plaque	All China's Women's Federation - Red Decorative mounted "plate"	
94 Mayor's Parlour	Robes	Mayor and Mayoresses hats and ruffs	
95 Mayor's Parlour	Robes	Mayor and Mayoresses robes	
81 Mayor's Parlour	Vase	Porcelain vase white with floral decoration. Presented to the City by Mr. Takahasi Consult	140
91 Mayor's Parlour		Wooden block with Jesus on it	
97 Mayor's Parlour		Crystal bowl	
192 Old main entrance	Stone Plaque	Stone wall mounted plaque - "Prison cells, constructed..."	100
98 Old main entrance		Freedom of the City Scroll box (plaque now in Lantern Room), in glass case	112
99 Old main entrance		Memorial board	109
277 Passage from Council Chamber	Heralds	Heralds	275
278 Passage from Council Chamber	Heralds	Heralds	276

276	Passage from Council Chamber	The Village Festival	277
279	Passage from Council Chamber	2 oil paintings unable to identify	poss 284 and 283
198	Reception	Glass display case	108
200	Reception	Large wall mounted display case Containing 3 items - Plate	115
201	Reception	Large wall mounted display case Containing 3 items - Miners gala shield	116
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304			

**City Silver Cabinet**

Description	Reference	Location
Water Ewer Charles II	W1.1	Top shelf, 2nd from left
William & Mary 1694-5 Punch Bowl	W3.1	3rd Shelf Down
Tankard with Cover, Charles II 1674-5	W1.7	Top shelf
Caudle Cup	W2.1	2nd shelf on right at back
6 candlesticks	W4	2nd shelf
1/2 pint mug	W2.4	2nd shelf
Rose bowl	W1.4	Top shelf
Seal (Ivory and silver)	W3.4	3rd Shelf Down
2 handle cup 1813-4	W4	3rd Shelf Down
4 uniform badges	W3	Bottom
Silver epaulette 1769	W3.3	3rd Shelf Down
Salver 1898-9	W1.4	Bottom
DLI Cigar Lighter	W1.2	Right of 2nd shelf
DLI Cigar Lighter	W1.6	Left of 2nd shelf
Challenge Cup DLI	W4	Bottom
Table centre piece 1902-3	W4	Bottom
Glass decanter HMS Invincible	W1	Bottom
EPNS tankards x 3	W4	2nd shelf
Rose bowl	W4	2nd shelf
Rose bowl	W1.7	Top shelf
Gilt shield	W4	Bottom
RDC Chain of Office	W4	Hanging
RDC Jewel of Office	W4	On end of chain
Vice Chairmen's Jewel of Office	W4	Bottom
Passed Mayoress Jewel	W4	Bottom
Wooden Cigar Box	W4	Bottom
2 medallions	W4	Bottom
Salver Elizabeth II	W4	Bottom
1/2 pint tankard Christening Cup	W4	2nd shelf

**Not listed**

Presented to the City of Durham by HMS Invincible Hammer / Barrel ended Gavel, June 2006

Brass Helicopter 202 Sqn Raf 26/07/1991

Silver bugle presented by the Rifles February 2008

**Extra items**

Goblet style tankard

Ornate jug

**Guild cabinet silver****Description**

Lidded Tankard (Draper)	N2.1	2nd shelf, 2nd from left
Badge (Draper)	N2.3	2nd shelf, 2nd from left
Lidded Tankard, George III	N2.7	2nd from right, 2nd shelf
Seal wooden handle	N2.5	2nd shelf, 3rd from right
Goblet (Drapers)	N1.3	Top shelf 2nd from right
Lidded tankard (Drapers), leaf shaped lip "Ex dono TC"	N4.2	Bottom shelf 2nd from left
Loving Cup (Joiners)	N4.4	3rd shelf on left
Tankard (Mercers) scroll backwards	N4.4	3rd shelf on right
Goblet with cover (Mercers)	N3.1	2nd shelf
Goblet Elizabeth I (Mercers)	N3.5	Bottom shelf
2 x Goblets George III	N1.2 & 5	Top shelf
Bowl "Sans Variance Terme de Vie"	W2.3	3rd shelf
Covered tankard (Joiners) large cost of arms with doomed lid	N4.2	3rd shelf, 2nd from left
Covered tankard (Mercers) Large tankard	N2.4	Bottom shelf
Engraved goblet "The gift of his Grace Hugh Duke of Northumberland to the Company of Butchers of the City of Durham"	N3.3	3rd shelf 2nd from right
Bowl engraved	N4.3	Bottom shelf
Covered tankard, twirly top knot, "Pro Deo Pro Manarchia Pro Balifria angliona 1710 George Snowdon Warden"	N3.4	Bottom shelf right
Half pint tankard (Joiners)	N1.7	Top right
Lidded Tankard "Let brotherly love continue"	N2.6	3rd shelf, 3rd from left
Loving Cup (Plumbers & Glaziers)	N1.6	2nd shelf on right
Beaker "The gift of Christopher Fenwick also John Fenwick to the Company of Freemasons"	N1.1	Top shelf
Toddy Ladle (Mercers) - beech handle	W2.3	2nd shelf
Tankard (Cordwainers)	N3.2	2nd shelf middle
Tankard Lid Missing "This belongs to the Company of Masons"	N2.1	Top Shelf left
Toddy Ladle (Mercers)	W4	2nd shelf
Covered tankard (Butchers)	N4.1	Bottom shelf left



## Items of Civic Regalia / Silver Plate and Trophies

Ref	Item	Owner
1	Water Ewer	City
2	Punch Bowl	City
3	Tankard with cover	City
4	Candle Cup	City
5	6 Candlesticks	City
6	1/2 pint mug silver	City
7	Rose Bowl	City
8	Toddy Ladle(silver handle)Mercers	Freemen
9	Seal - griffin mount	City
10	Lidded Two handle cup	City
11	4 Uniform Arm Badges	City
12	Silver Epaulette	City
13	DLI Salver	City
14	DLI Cigar Lighter	City
15	DLI Cigar Lighter	City
16	DLI Challenge Cup	City
17	Company of Masons Tankard( lid missing)	Freemen
18	DLI Table Centre	City
19	Cordwainers Tankard	Freemen
20	Freemasons Beaker	Freemen
21	Toddy Ladle ( Beech Handle)	Freemen
22	Lidded Tankard "let brotherley love continue"	Freemen
23	Loving Cup / Goblet (Plumber)	Freemen
24	Covered Tankard	Freemen
25	Half pint tankard (no lid) Joiners	Freemen
26	Bowl (Butchers)	Freemen
27	HMS Invincible Glass/Crystal Decanter	City
28	Goblet (Butchers)	Freemen
29	Covered Tankard (Butchers)	Freemen
30	Bowl with engraved coat of arms	Freemen
31	Tankard with cover Masonic Coat of Arms	Freemen
32	Pair of Goblets (Butchers)	Freemen
33	Covered Tankard	Freemen
34	Goblet (Elizabeth 1) York	Freemen
35	Tankard (Charles II) 12/4/1689	Freemen
36	Goblet with Cover (James I) embossed	Freemen
37	Loving Cup (George I)	Freemen
38	Lidded tankard "Ex Dono Tc"	Freemen
39	Goblet (Drapers/Tailors)	Freemen
40	Seal (Drapers) wooden handle	Freemen
41	Lidded Tankard (tailors)	Freemen
42	Lidded Tankard (Drapers and Tailors)	Freemen
43	Badge engraved 1600 on reverse	Freemen
44	Three EPNS Tankards DLI	City
45	Rose Bowl -DC Chamber of Trade,Challenge	City
46	Rose Bowl -DC Chamber of Trade,Corporation	City
47	2 Handle Trophy DC Chamber of Trade- Henry Murdock	City
48	Gilt Shield - Jeddah 28/7/82	City
49	Durham Rural Dist Council -Chain of Office & Jewel	City
50	Durham Rural Dist Council - VC Chain of Office & Jewel	City
51	Past Mayors Jewel -Mayoralty of the City of Durham	City
52	Wooden Cigar Box with silver engraving on top 5/2/76	City
53	Salver presented by L Embleton Dec 78	City

54 Two medallions -struck by Marquess of Londonderry	City
55 Half pint tankard (christening cup)	City
56 Mayoress Chain of Office	City
57 Mayors Chain and sheild	City
58 Deputy Mayors Jewel	City
59 Deputy Mayoress Jewel	City
60 Civic Sword-with scabbard -3shields & purple velvet cover	City
61 Corporation Sword-with scabbard covered in black leather	City
62 Civic Mace with silver head formed of Bishops Mitre	City
63 Medal - Jeddah	City
64 Rose Bowl "Arthur Stock Memorial Trophy-Gdn Produce"	City
65 Rose Bowl "Charles Shell Memorial Trophy GdnProduce"	City
66 Trophy "Thomas Reed Memorial Cup Best Pot Leeks"	City
67 Two handled trophy "Tom Marsden Challenge Trophy"	City
68 Two handled trophy "Landsdowne Comp Trophy"	City
69 Two handled trophy "John Quayle Challenge Cup"	City
70 Two handled trophy "JRW Rae Cup"	City
71 Large Two Handled Cup "Durham City Cup"best leek *	City
72 Two handled lidded trophy John Anderson Memorial Trophy*	City
73 Two handled bowl "Doreen Hartwell Memorial Trophy"	City
74 Two handled trophy "RJ Turnbull Cup" best flower exhib.*	City
75 Two handled trophy "Crook Hall Trophy"	City
76 Trophy "Michael Rochford Challenge Cup"	City
77 Trophy " Gerry Steinberg Challenge trophy"	City
78 Two handled trophy "Derek Hudspeth Challenge Trophy"	City
79 Trophy "Norman Jevons Challenge Cup"	City
80 Two handled trophy "National Gardens Guild"	City
81 Two handled lidded trophy "Durham City & Dist Gardens Guild"	City
82 Two handled trophy "William Errington Challenge Cup"	City
83 Two handled trophy "George Humphries Memorial Cup"	City
84 Two handled trophy "Joyce Graden Garden Produce Trophy	City

\* Indicates Garden Produce Trophies valued 23rd August 1991

Other Silver and Civic Regalia were valued mainly by Blacklocks 16th March 1989

Some of the Mayoral Items were valued by Bramwells 16th May 1988

FOLIO 9 Paintings

- 1 Charles I (Copy of Van Dyke)
- 2 Henrietta (Copy of Van Dyke)
- 3 Robert Thwaites by Hastings
- 4 Rev. Dr. Raine
- 5 Dr. Fenwick J P.
- 6 Rev. William Hartwell, Reputed by Kneller
- 7 John Fawcett, Recorder of Durham
- 8 Lord Crewe
- 9 William III
- 10 John Fawcett J.P.
- 11 Mr. Wharton by James Highmore
- 12 Kemble by Burlison
- 13 Count Borulaski by Hastings
- 14 Robert Burns by Burlison
- 15 Cover Charter of Incorporation 1780
- 16 Painting of Alderman McLean by Miss Tuke
- 17 8 small prints (in equal proportion)
- 18 William Henderson by Burlison
- 19 Lord Londonderry by J Cook after sargent
- 20 T C Thompson by C A Storey
- 21 Lord Hetherell by H B Harkemer
- 22 Earl of Durham by R Hedley
- 23
- 24 J Bramwell by C Burlison
- 25 Sir Robert Peel by Burlison
- 26 John Lloyd Wharton
- 27 Alderman Dr Boyd by Burlison
- 28 Alderman J Fowler by Burlison
- 29 Councillor Hutton by Burlison
- 30 Matthew Fowler by R Hedley
- 31 George Robson by Burlison
- 32 Portrait of Charles VII Marquess of Londonderry by Cuthbert Orde
- 33 Landscape near Middleton One Row original by C Burlison
- 34 White Cat by C Burlison
- 35 Village Feast copy painting in 1844 (original by Wilkie in National museum)
- 36 Lord Adolphus Van Tempest
- 37 Landscape copy painted 1844. Original by Ruysdael
- 38 Tribute Money from original in Dresden
- 39 Landscape with Houses. Original by T M Richardson
- 40 View on Tees Wear Wynd Bridge by Burlison
- 41 Unveiling of Monument in Market Place
- 42 Durham Cathedral and Castle from Priors Park
- 43 Bacchus and Ariadne copy of Titian's picture in National Gallery
- 44 Durham Cathedral and Railway Bridge
- 45 Entombment copy - original in Louvre
- 46 Venice after Turner - original in National Gallery
- 47 Bamburgh Castle by Burlison
- 48 Woman Accused original by Rembrandt
- 49 Madonna and Child original by Murillor
- 50 Houghall Wood by Burlison
- 51 Mrs Horner's Dog by Burlison
- 52 Houghall Mill Boy by Hastings
- 53 Portrait of Alderman Mrs Rushford by Pattinson
- 54 33 small pictures (in equal proportions)

55 Rowland Burdon of Castle Eden  
56 John Lloyd Wharton

STATUS: PUBLIC

## Agenda Item 5(f)

<b>Portfolio Member/Director/Head of Service</b> Cllr Sue Pitts/ Tracey Ingle	<b>Portfolio</b> Leisure and Culture
<b>Subject</b> Adoption of Brancepeth and Sunderland Bridge Conservation Area Appraisals and Management Plans	<b>Date</b> 18 <sup>th</sup> February 2009
	<b>Forward Plan</b> No
<b>Contact Officer</b> Michael Hurlow, Heritage and Design Manager (0191 301 8703) <a href="mailto:mhurlow@durhamcity.gov.uk">mhurlow@durhamcity.gov.uk</a>	<b>Previous Minutes</b> Cabinet 242
<b>Purpose of Report</b> <p>The following report presents the Conservation Area Appraisals for formal adoption and for all purposes relating to the management of the Conservation Areas. They have been amended following the results of public consultation.</p>	
<b>Executive Summary</b> <p>It is a statutory requirement that all Conservation Areas are appraised and Management Plans prepared. This is measured by Best Value Performance Indicators (BVPIs 219 b and c).</p> <p>At a meeting of Cabinet on the 12<sup>th</sup> September 2005 it was agreed that the Heritage and Design Section undertake a rolling programme of Conservation Area Appraisals for the 14 of the District's Conservation Areas. Draft appraisals were to be brought back to Cabinet for ratification, following a public consultation exercise.</p> <p>The amended Appraisals for Brancepeth and Sunderland Bridge are attached separately as Appendices 1 and 2. These were subject to a consultation process where residents were contacted by leaflet and the draft Appraisals deposited in relevant locations. The periods of consultation were in excess of 28 days. Comments and corrections were subsequently included, together with further development changes. The appraisals and management plans are now offered for approval</p> <p><b>Brancepeth Conservation Area Consultation 2006 :</b> A staffed afternoon exhibition was held on two days backed up with a public meeting. This was advertised by a leaflet drop to premises within the Conservation Area. A number of minor corrections and comments were received but the principle issues are as follows:</p> <ul style="list-style-type: none"> <li>• The A690 passes through the Village and there were concerns about speeding traffic. Although there is impact on the character of the Village stemming from heavy traffic, the appraisal process cannot alone trigger traffic control works that remain the responsibility of the Highway Authority. This is referred to in the appraisal.</li> <li>• The original suggested character area divisions separated the Village core from the Station. This was subsequently incorporated into the Village core following comments.</li> </ul>	

### **Sunderland Bridge Conservation Area Consultation 2006:**

A staffed afternoon exhibition was held on two days together with a public meeting, advertised by a leaflet drop within the Village. Key issues were:

- Traffic using the village street to avoid heavy traffic on the A167 and on-street car parking were regarded as issues. New developments would require adequate car parking. Traffic management is again a Highway Authority rather than conservation issue.
- There was debate about new development concentrating on whether it should be of an appropriate quality and character to enhance the Village. West Farm was subsequently developed and planning permission to develop East Farm was granted following the consultation. An approach to ensure adequate design quality is noted in the Management Plan.
- The future of the Church Hall attracted comment and it was suggested that, if necessary, removal be considered alongside that of enhancement and repair. Reducing Church congregation numbers is a concern.

### **Portfolio Member Recommendations or Items Requiring a Cabinet Decision**

It is recommended that:

1. The Brancepeth Conservation Appraisal and Management Plan is approved and distributed in line with regulation and best practice.
2. The Sunderland Bridge Conservation Area is approved and distributed in line with regulation and best practice.

### **Reasons for Recommendations**

To ensure the better management and understanding of the District's Conservation Areas

### **Alternative Options To Be Considered**

Other than not making changes based on comments received, no further options were considered viable.

### **Consultation**

No further consultation is required, but the approved reports will be distributed to appropriate City, County and Unitary Councillors, the Parish Council and interested organisations or individuals.

### **LGR Implications**

The process of appraising Conservation Areas and forming Appraisals and Management Plans is covered by previous Cabinet report in 2005. Approving the Appraisal and Management Plan requires no further 'Business as Usual' consent.

<p><b>Financial, Legal and Risk Implications</b></p> <p>While each Appraisal contains a section on management and enhancement, including the possibility of grant aid and public realm these are phrased as recommendations and aspirational, subject to further approval and budget commitment.</p> <p>Conservation Area Character Appraisals form a material planning consideration.</p>
<p><b>Resource Implications</b></p> <p>The production of supporting documentation and design advice for the Conservation Area Management Plans and suggested reviews will take up staff time, particularly when additional conservation area appraisals are adopted. In combination these will require continued conservation and design staff support. This will require servicing by the new Unitary Council.</p>
<p><b>Timescale for Action</b></p> <p>Distribution of adopted Conservation Area Appraisals and Management Plans by April 2009.</p>
<p><b>Associated Policies and Plans</b></p> <p>Durham City Local Plan</p>
<p><b>Supporting Documents</b></p> <p>Brancepeth and Sunderland Bridge Conservation Area Appraisals and Management Plans attached separately</p>
<p><b>Background Papers</b></p> <p>None</p>

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## Agenda Item 5(g)

STATUS PUBLIC

<b>Portfolio Member/Director/Head of Service</b> Councillor L Thomson/Head of Community Services	<b>Portfolio</b> Communities
<b>Subject</b> United Kingdom Youth Parliament	<b>Date</b> 18 February 2009
	<b>Forward Plan</b> No
<b>Contact Officer</b> M Thompson Tel: 0191 3018429 Email: <a href="mailto:mthompson@durhamcity.gov.uk">mthompson@durhamcity.gov.uk</a>	<b>Previous Minutes</b> N/A
<b>Purpose of Report</b> The City Council to formally offer support for the aims and principles of the United Kingdom Youth Parliament (UKYP)	
<b>Executive Summary</b>	
<p>The City Council has been approached by one of Durham's Deputy Members of the UKYP, Ben Glaister, requesting the authority's support in promoting the aims and objectives of the UKYP.</p> <p>The UKYP was formally established in 2001, with the aim of giving the young people of the UK, between the ages of 11 and 18, a voice which will be heard and listened to by local and national government, providers of services for young people and other agencies who have an interest in the views and needs of young people. The UKYP meets nationally on an annual basis, and gives its elected young members a chance to express their views and concerns at the highest levels, underpinned by the UN Convention on the Rights of the Child.</p> <p>UKYP is an independent, national charity, which has a rolling programme of activities across the year. This includes an Annual Sitting, Regional Meetings, regular dialogue with Ministers, including the Prime Minister and Opposition Spokespeople, and inputs to policy and programme development.</p> <p>UKYP provides a formal structure for young people from every local authority in the UK to feed their local issues into the national arena, whilst providing evidence of local government formally engaging young people in the democratic process. There are currently over 600 elected Members of Youth Parliament (MYPs) and Deputy MYPs who represent young men and women, including young people from a variety of ethnic backgrounds and with physical and learning disabilities. UKYP elections take place each year across the UK. Any young person aged 11-18 can stand or vote in UKYP elections. In the past three years over one million young people have voted in UKYP elections. The UKYP has published a manifesto which plays a vital part in its work, highlighting the main areas of focus and concern. It has also developed a Service Level Agreement that outlines the arrangements for working with Local Authorities and other agencies in supporting MYPs. This outlines the roles and responsibilities expected of Local Authorities and the UKYP, and sets out the agreed content for securing the support from local government as a stakeholder and UKYP as a service provider to MYPs.</p> <p>Each Local Education Authority in England represents a UKYP constituency. There are varying numbers of MYPs in each constituency depending upon the number of young people who live in that area. For County Durham there are 3 members and 2 deputies and they started their terms of office in April 2008. The term is usually for a period of 1 year, however,</p>	

elections have been postponed pending the establishment of the new unitary authority. The UKYP is non-partisan and the members represent all the young people in their constituency, not those of any particular political leaning. It is an excellent opportunity for young people to experience voting before they are 18 and encourages electoral turnout in the future.

Ben is interested in developing local authority support for the UKYP and in promoting its aims and objectives, together with encouraging engagement with young people on a wider level. He recently met with the City Council's Executive Director and Head of Community Services to discuss options for developing this matter.

Whilst the City Council has a track record of engaging with young people and encouraging their input into local issues and matters of concern, in this case there is a limited opportunity to develop proposals in view of the Local Government Review process. It is proposed, however, that the City Council offers its full support to the aims and principles of the UKYP. In addition it is felt that officers and members should act as advocates for the UKYP generally, and also in discussions with the County Council in the lead up to LGR and beyond, in terms of promoting the benefits to the organisation of engaging with young people on a formal basis on policy development and other local issues.

There are certainly opportunities for the unitary authority to encourage involvement of the UKYP through its Children's Services, Democratic Services and also through its Community Engagement section in the new Deputy Chief Executive's Department. There may well be an opportunity for young people to contribute to the work of the new Area Action Partnerships.

#### **Portfolio Member Recommendations or Items Requiring a Cabinet Decision**

1. That the City Council offers its full support to the aims and principles of the UKYP.
2. That officers and members act as advocates for the UKYP.
3. That the Head of Community Services writes to the County Council encouraging the establishment of formal engagement arrangements with young people via the UKYP.

#### **Reasons for Recommendations**

To encourage and facilitate comprehensive engagement with young people on policy issues and matters of local concern.

#### **Alternative Options To Be Considered**

None. The City Council has an aim of fully engaging and involving communities of all types in developing policy, setting priorities and reviewing service provision.

#### **Consultation**

No specific consultation has taken place regarding this matter. This report has been considered by the City Council's Officers Management Team.

#### **LGR Implications**

None

#### **Financial, Legal and Risk Implications**

None

#### **Resource Implications**

None

#### **Timescale for Action**

Discussions with the County Council can take place immediately

#### **Associated Policies and Plans**

Corporate Performance Plan, Community Plan

<b>Supporting Documents</b>
None
<b>Background Papers</b>
None

data/CabReps/CabinetPubReps Revised March 2008

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## Agenda Item 5(h)

STATUS PUBLIC

<b>Portfolio Member/Director/Head of Service</b> Cllr Reynolds/ Head of Community Services	<b>Portfolio</b> Leader
<b>Subject</b> Lease request from Community Group	<b>Date</b> 18 February 2009
	<b>Forward Plan</b> No
<b>Contact Officer</b> Lee Stephenson, Community Development Co-ordinator Tel: 3018898 email <a href="mailto:lstephenson@durhamcity.gov.uk">lstephenson@durhamcity.gov.uk</a>	<b>Previous Minutes</b> Minute No. 226 15 October 2008
<b>Purpose of Report</b> <p>To consider a lease issue brought to the attention of the Community Development section from a local community group.</p>	
<b>Executive Summary</b> <p>With the advent of LGR, the Council now needs consent under the Business as Usual protocol in respect of any disposal of land. Members previously approved a range of lease requests from Community Groups at Cabinet on 15 October 2008. Subsequently a further request has been received and this report summarises the request that the Council grants the group an interest in land it owns.</p> <p>The Community Development Section works as a middleman between community groups and Council departments to bring details of requested lease arrangements to the notice of relevant departments who would be called on for the expertise to draft these leases. The following group is currently seeking a lease for the area identified. The lease is being sought by the group to allow funding applications to be pursued. Tenure is required by funders to demonstrate that there is a level of support and sustainability for schemes:-</p> <p><b>Manor View Play Area, Pitlington</b></p> <p>Community 4 Kids is presently applying to funders to improve play facilities at Manor View Play Area.</p> <p>The group is requesting a lease in order to secure external funding towards the project. A five year lease is required by the group.</p> <p>It is proposed that the lease be granted for the term requested at a rent of £50.00 per annum. The lease would be on a non-repairing basis.</p>	
<b>Portfolio Member Recommendations or Items Requiring a Cabinet Decision</b> <p>That members approve the lease of the area of land specified within the report to Community 4 Kids upon the terms specified above, subject to approval being granted by the County Council in accordance with the Business as Usual Protocol.</p>	
<b>Reasons for Recommendations</b> <p>To enable the progression of the community project and to allow funding applications to be pursued. The Council will be acting as an enabler by assisting communities in providing facilities in their localities for the benefit of local people. This scheme is associated with the</p>	

provision of play areas and this will greatly assist in the achievement of the government's five desirable outcomes from the 'Every Child Matters' agenda. The project will contribute to the Community Plan and improve the quality of life for local people. The project will contribute to the Corporate Plan's key strategic aim of developing Flourishing Communities.

#### **Alternative Options To Be Considered**

Not to approve the lease request. This would leave the community group in an uncertain position and with limited opportunities for securing funding for the project.

#### **Consultation**

This project has been subject to consultation with the local community and is well supported.

#### **LGR Implications**

The issues set out in this report do not fall within the general consent agreed between the Council and Durham County Council on 7th March 2008 and consequently the specific consent of the County Council will be required prior to the Council being able to progress the issue. A Business as Usual application will be submitted following the decision from this meeting.

#### **Financial, Legal and Risk Implications**

The proposed scheme has a long term estimated useful life. If the Community Group choose to surrender their lease and gift any equipment upon the land to the new unitary authority, that authority would remain responsible for the maintenance, replacement (as appropriate) or major repair / renovation of the facilities. Such decisions would need to be made by the appropriate authority when the need arose and the cost of the same balanced between the priorities of the authority and community needs. Alternatively, the lease and equipment could, with the consent of the Council, be assigned to another authority, such as a Parish Council. This is not considered to be an issue that should prevent the lease from being implemented or gaining appropriate consent from Durham County Council.

As the lease is proposed on a non-repairing basis, the authority would retain the responsibility for the repairs and maintenance once the lease is granted. This would include any equipment placed on the land. This scheme is associated with the provision of a play area and, should the lease be surrendered and the equipment gifted to the Council, there is currently no specific provision in the Council's budget for the replacement of play equipment should it become obsolete or beyond reasonable repair in the future. It would however be a condition of the deed of gift that the Council be entitled to repair and maintain the land and any equipment on it as it saw fit, which may include removing equipment which the Council considers dangerous, or that it is not able to maintain. The City Council's annual capital programme traditionally included sums for provision of general play / leisure equipment, allocated on a priority needs basis. Such sums, if retained within the capital programmes of the new authority, could be available to replace equipment in the future if required. Ongoing revenue costs (inspection and routine maintenance) can be accommodated from within existing revenue budgets.

Any reputation risks associated with the community group's selection of contractors, will be minimal as City Council officers will be involved in the ongoing monitoring of the scheme. Minimal financial risks are associated with the collection of the rent due under the lease arrangements. A major risk identified is a reputational one, in the event that the Council fails to deliver on its long-standing regeneration and community based commitments, if it is not seen to support such community based activities.

The lease can only be granted to formally constituted groups or individuals, who will be responsible for abiding by the terms of the lease and ensuring that any activities they carry

out on the land are in accordance with their legal duties. The Council should not be liable in the event that the groups or individuals breach these duties.

**Resource Implications**

The recommendations within this report can be fulfilled from within existing officer and financial resources.

**Timescale for Action**

Once approval is received from both the City Council and County Council, arrangements will be made to negotiate the leases and for the groups to proceed with funding applications.

**Associated Policies and Plans**

None

**Supporting Documents**

None

**Background Papers**

None

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## Agenda Item 5(i)

STATUS PUBLIC

<b>Portfolio Member/Director/Head of Service</b> Councillor N Van Zwanenberg/ Councillor L Thomson/Head of Community Services	<b>Portfolio</b> Strategic Planning & Regeneration/Communities
<b>Subject</b> Masterplan/Regeneration Scheme at Esh Winning – Adoption of Redevelopment Proposals (Phase 1)	<b>Date</b> 18 February 2009
	<b>Forward Plan</b> No
<b>Contact Officer</b> M Thompson Tel: 0191 3018429 Email: <a href="mailto:mthompson@durhamcity.gov.uk">mthompson@durhamcity.gov.uk</a>	<b>Previous Minutes</b> Minute 299 – 17 October 2007 Minute 597 – 16 April 2008
<b>Purpose of Report</b> To formally approve/adopt the redevelopment proposals associated with the first phase of the Esh Winning Masterplan	
<b>Executive Summary</b>  Members will recall previous reports to Cabinet associated with the Esh Winning Masterplan. On 17 October 2007 the Masterplan, along with those for Bowburn and Brandon was adopted.  On 16 April 2008 Cabinet considered an interim report to formalise the rehousing elements associated with the Masterplan Phase 1 Schemes at Esh Winning.  At this meeting it was agreed:- <ol style="list-style-type: none"> <li>1. That with immediate effect no further letting takes place of properties at The Oaks, Rowan Court and Pine Tree, Esh Winning. Vacant properties to be made secure pending further consultations and development of detailed proposals.</li> <li>2. That appropriate arrangements be established for further consultation with affected residents, and subsequent rehousing be administered through the Council's Allocations Policy and in consultation with the Portfolio Holder for Communities.</li> <li>3. That further reports be brought forward in due course once the redevelopment programme has been prepared and that these proposals be fully discussed with Durham County Council (in accordance with the Business As Usual Protocols established by the Implementation Executive).</li> </ol> Following this meeting, detailed one to one consultation has taken place with residents in The Oaks, Rowan Court and Pine Tree regarding their rehousing requirements. In addition a public consultation event was held on 30 <sup>th</sup> July 2008 at which the initial proposals for development were outlined and residents' views sought.  At the consultation event there was a high level of support for the proposals for redevelopment, with between 71% and 96% of respondents favouring some form of regeneration in The Oaks, Rowan Court and Pine Tree, and between 59% and 85% in favour of existing properties being demolished and new homes provided on these sites. In addition 71% felt new properties should be built on the cleared land at College View, to provide new homes for residents whose homes may be demolished. Only 4% felt the initial sketch proposals were poor, with 3% being unhappy with the design of the new properties.  Subsequently discussions have taken place with the developer and RSLs to determine the design and layout of the first and second stage proposals. Stage 1 will involve the construction of 31 new properties for rent at College View, comprising of 16 two bedroomed	

bungalows and 15 two and three bedroomed houses. Stage 2 will involve the demolition of properties at Pine Tree and the construction of 20 private and 10 RSL properties (two and three bedroomed houses). The RSLs involved are Durham Aged Mineworkers Homes Association and Nomad/E5. Planning applications were submitted for these stages in January 2009.

A further consultation event was held on 4<sup>th</sup> February 2009 to outline the more detailed proposals. (Feedback from this event will be available for the cabinet Meeting).

Further proposals for the next stages of the redevelopment programme will be developed in due course as the scheme progresses.

There will be an initial requirement to rehouse residents from Pine Tree, and subsequently The Oaks and Rowan Court. This will be initially via the City Council's Allocations Policy and in the future by the County Council's Lettings Policy. Further rehousing requirements for those residents in The Oaks and Rowan Court will be developed as the scheme progresses on a phased basis (such phasing to be agreed with the Portfolio Holder). The Stage 2 site and future stages include the development of properties for sale which will generate receipts for reinvestment in community led projects in a similar way to those at Ushaw Moor and Bowburn.

#### **Portfolio Member Recommendations or Items Requiring a Cabinet Decision**

1. That Cabinet approves the implementation of the redevelopment proposals associated with the first phase of the Esh Winning Masterplan.

#### **Reasons for Recommendations**

To stimulate the regeneration proposals for Esh Winning. The need for such proposals has been highlighted through the development of the Masterplan, and there is a recognised need for investment and regeneration to improve the quality of life for local people. The scheme also provides the benefit of additional social and affordable housing for the village.

#### **Alternative Options To Be Considered**

Do nothing. This is not considered a viable option as there is clearly an identified need for the regeneration scheme. It will be a missed opportunity to help stimulate the local economy, improve the local environment, stimulate the housing market/ provide good quality housing for rent and develop a new and varied mix of housing in the area to contribute to improving the overall facility/amenity provision in the area.

#### **Consultation**

Community consultation played a key role in the development of the Esh Winning Masterplan. An extensive programme of consultation was undertaken, involving a series of public open consultation events for the wider public, discussion groups with local members and community representatives, and active engagement with key stakeholders. This has continued through the development of the more detailed redevelopment proposals.

#### **LGR Implications**

The issues set out in this report do not fall within the general consent agreed between the Council and Durham County Council on 7<sup>th</sup> March 2008 and consequently the specific consent of the County Council will be required prior to the Council being able to progress these issues. A Business As Usual application will be submitted following the decision from this meeting.

#### **Financial, Legal and Risk Implications**

There is a potential reputational risk if action is not taken at this point to adopt the redevelopment proposals. There are costs associated with the rehousing aspects of the proposals which will accrue over a number of years as the scheme progresses. Residents

displaced will be entitled to Home Loss and Disturbance allowances. There is an element built into the HRA budgets to accommodate this but the levels will need to be looked at by the County Council as the scheme progresses. There will also be associated demolition and clearance costs which will need to be assessed in terms of the arrangements with the developer.

#### **Resource Implications**

Ongoing work with regard to the proposals will involve Housing and Community Development staff as part of their core activities, in association with Keepmoat Homes/DVRC. Again ongoing resource allocation will be a matter for the new authority to consider.

#### **Timescale for Action**

If adopted the proposals will be subject to planning approval. Further detailed consultation will take place with residents regarding rehousing requirements following acceptance of this report. Initial indications are for the building works at College View to take place from Spring 2009, with completion in Winter 2009/Spring 2010, demolition and redevelopment of Pine Tree to follow during 2010/11 and The Oaks/Rowan Court during 2011/14.

#### **Associated Policies and Plans**

The regeneration work will contribute to the Community Plan by way of improving the quality of life for local people, and to the City Council's key aim of Flourishing Communities.

#### **Supporting Documents**

None

#### **Background Papers**

Esh Winning Masterplan

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## Agenda Item 8(a)

<b>Report to:</b>	Cabinet
<b>Date</b>	18 February 2009
<b>Reporting Officer</b>	Executive Director Tel: 0191 3018867 email: dmarrs@durhamcity.gov.uk
<b>Contact Officer</b>	Kay Laidlaw – Legal & Complaints Officer Tel: 0191 3018876 email: klaidlaw@durhamcity.gov.uk
<b>Subject</b>	Local Government Ombudsman Cases

**Purpose**

For Members' Information, I attach at Appendix A, schedule of successful defences of complaints referred to the Commission for Local Administration in England

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**Recommendations**

That the report be noted.

Signature **D Marrs**

TITLE Executive Director

Date: 6 February 2009

City of DurhamCABINET18 February 2009Report of the Executive Director - For InformationSchedule of Successful Defences of Complaints Referred to the Commission for Local Administration in England

<u>L.O. Case Ref. No.</u>	<u>Summary of the Nature of the Complaint</u>	<u>Local Ombudsman's Findings/Decision</u>
08 005 808	The complainant has complained about problems with her neighbours. She is troubled by noise and other anti-social behaviour and says that the council has not responded to her concerns.	<p>The ombudsman's conclusion is that although she is unable to intervene and take action against the complainant's neighbours she can only look to see how the council has responded to the complaints and assess whether or not it has done what is appropriate or reasonable. After seeking a chronology of contact with the council the ombudsman is of the view that there are no grounds to say that the council has failed to respond. The ombudsman comments that although she has sympathy with the complainant she is not convinced that this is a result of the actions by the council and therefore has no grounds to criticise officers.</p> <p>Reason for termination: No or insufficient evidence of maladministration.</p>