

AREA 5 FORUM

Tuesday,

28 November 2006

7.00 p.m.

Town Council Offices,
School Aycliffe Lane,
Newton Aycliffe

AGENDA and REPORTS



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यह दस्तावेज़ यदि आपको किसी अन्य भाषा या अन्य रूप में चाहिये, या आपको आनुवाद-सेवाओं की आवश्यकता हो तो हमसे संपर्क करें

ने छिह समउादेनन उगठु विमे वेर ब्रामा विच नां विमे वेर वुप विच चगीदा वै, नां ने उगठु गॉलषाउ ममझाउठ लछी विमे छिंटरपैटर ची लेंन वै, उां उमीं माठुं सॅमे।

یہ دستاویز اگر آپ کو کسی دیگر زبان یا دیگر شکل میں درکار ہو، یا اگر آپ کو ترجمان کی خدمات چاہئیں تو برائے مہربانی ہم سے رابطہ کیجئے۔

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Democratic Services



01388 816166

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

To notify the Chairman of any items that appear later in the agenda in which you may have an interest.

3. MINUTES

To confirm as a correct record the minutes of the meeting held on 26th September 2006 (Pages 1 - 6)

4. REVIEW OF AREA FORUMS

To seek views regarding the proposals set out in the attached report (Pages 7 - 32)

5. POLICE REPORT

A representative from the Police Force will be present at the meeting to give an update in relation to crime figures etc.

6. COUNTY DURHAM PRIMARY CARE TRUST - PROGRESS UPDATE

A representative from the Primary Care Trust will be present at the meeting to report on progress

7. QUESTIONS

The Chairman will take questions from the floor.

8. DATE OF NEXT MEETING

Next meeting is scheduled to be held on 23rd January 2007

9. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

To consider any other business which, with the consent of the Chairman may be submitted. Representatives are respectfully requested to give the Chief Executive Officer notice of items to be raised under this heading no later than 12 noon on the Friday preceding the meeting in order that consultation may take place with the Chairman who will determine whether the item will be accepted.

B. Allen
Chief Executive

Council Offices
SPENNYMOOR
20th November 2006

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AREA 5 FORUM

Distribution

Sedgefield Borough Council Representatives

Councillor Mrs A.M. Fleming (Chairman)
Councillor Mrs J Gray (Vice-Chairman)

Councillors W M Blenkinsopp, Mrs B A Clare, Mrs J Croft, V Crosby,
M A Dalton, R.S. Fleming, G. C.Gray, B. Hall, M. Iveson, K Henderson
J.P. Moran, Mrs E. M. Paylor and J. K .Piggott

Durham County Council Representatives

Councillor Mrs S J Iveson

Town/Parish Councils Representatives

Great Aycliffe - Councillor Mrs M Dalton
Councillor Mrs M Gray
- Councillor S. Mlatilik,
- Councillor Mrs V Raw,
-
Middridge - Councillor Mrs A Clarke

Police

Durham Constabulary Sgt E Turner, Divisional Police Office,

Resident Associations Representatives

Linden Place Miss B. Craggs,

Dales Mrs D. Bowman

Kings -I Robertson ,

Williamfield -K Cox

Community Associations Representatives

Agnew -Agnew Community Centre,

School Aycliffe - School Aycliffe Community Hall,

Woodham - Woodham Community Centre,

School Representatives

Greenfield - Mr M. Thornton, Head Teacher,

School Community
and Arts College

Woodham - M. Adamson,
Technology
College .

County Durham Primary Care Trust – Mr I Dobinson

Copy to Sedgefield Borough Council – Community Safety

Item 3

SEDGEFIELD BOROUGH COUNCIL AREA 5 FORUM

Town Council Offices,
School Aycliffe Lane,
Newton Aycliffe

Tuesday, 26
September 2006

Time: 7.00 p.m.

Present: Councillor Mrs. A.M. Fleming (Chairman) – Sedgefield Borough Council
and

Councillor Mrs. B.A. Clare	– Sedgefield Borough Council
Councillor M.A. Dalton	– Sedgefield Borough Council
Councillor R.S. Fleming	– Sedgefield Borough Council
Councillor G.C. Gray	– Sedgefield Borough Council
Councillor Mrs. J. Gray	– Sedgefield Borough Council
Councillor J.P. Moran	– Sedgefield Borough Council
Councillor Mrs. E.M. Paylor	– Sedgefield Borough Council
Acting Inspector S. Ball	- Durham Constabulary
Councillor C. Wheeler	- Great Aycliffe Town Council
Councillor Mrs. S.A. Sinclair	- Great Aycliffe Town Council
Councillor Mrs. S. Mlatilik	- Great Aycliffe Town Council
J.P. Rodwell	- Agnew Community Centre
S. Hill	- DISC
Mrs. D. Bowman	- Junior Neighbourhood Watch
B. Lodge	- Member of the Public
N. Porter	- Sedgefield PCT
T. Walsh	- Sedgefield PCT
D. Rutherford	- Sedgefield PCT
H. Hent	- Sedgefield Borough Council – Anti-Social Behaviour Reduction Manager

Apologies: Councillor Mrs. M.Dalton - Great Aycliffe Town Council
Councillor Mrs M. Gray – Great Aycliffe Town Council
Councillor Mrs B. Raw – Great Aycliffe Town Council
Councillor Mrs. A. Clark – Middridge Parish Council
Councillor W. Iveson – Great Aycliffe Town Council
Councillor Mrs. S. Iveson – Durham County Council
W.M. Blenkinsopp - Sedgefield Borough Council
Mrs. J. Croft - Sedgefield Borough Council
V. Crosby - Sedgefield Borough Council
B. Hall - Sedgefield Borough Council
K. Henderson - Sedgefield Borough Council
M. Iveson - Sedgefield Borough Council
J.K. Piggott - Sedgefield Borough Council

AF(5)6/05 MINUTES

The Minutes of the meeting held on 25th July, 2006 were confirmed as a correct record and signed by the Chairman.

In respect of Minute No : AF(5)4/05 Local Improvement Programme it was noted that since the meeting a letter had been received from Greenfield School and Community College in respect of their request for Local Improvement Programme funding for changing accommodation and admin. area indicating that the situation had changed and unfortunately the application had had to be withdrawn due to unforeseen circumstances.

AF(5)7/05

POLICE REPORT

The following details of crime statistics for the area were given :-

	<u>JULY, 06</u>	<u>AUGUST, 06</u>
Total Crime	141	153
Total Detection Rate	34.7%	34.7%
Violence against a Person	29 (76% detection rate)	29 (76% detection rate)
Robbery	0	0
Burglary - Dwelling	4	8
Burglary – Other (Sheds/ Garages)	13	12
Criminal Damage	68	44
Theft of Vehicle	0	6
Theft from Vehicle	1	5
Criminal Damage to Vehicle	18	15
Shoplifting	3	10
Total Theft	17	49 (down on last year)
Nuisance Rowdy Behaviour	166	180
Nuisance of which youth related	70	67
Nuisance neighbour related	72	23

Members of the Forum expressed concern that there had been no replacement community police officer for the Simpasture/ Neville Parade area. It was explained that the area was being covered by other officers.

Discussion was held regarding incidents of anti-social behaviour in the Williamfield Area which was particularly being carried out by a small group of youths. It was explained that the incidents were significant and witness statements were needed. The co-operation of local residents was needed to combat the issue.

Reference was made to Neighbourhood Wardens and concern was expressed that there were only two to cover the whole of the area including Middridge. In response Members of the Forum were informed that there was a response team based in the geographical area to respond to issues. The resources were limited but there was a Street Safe Response Team. There were also other Wardens available within Street Safety who could be moved to areas where there were particular issues.

AF(5)8/05

SEDGEFIELD PCT - PROGRESS UPDATE

Nigel Porter attended the meeting to give an update on local health matters.

It was reported that the County Durham PCT would come into existence on 1st October, 2006. The new Chief Executive appointment would take place the following week. Meanwhile there was a need to ensure that transition was smooth and without disruption. The final Board Meeting of Sedgfield PCT would be held on Thursday of that week. Meanwhile it was "business as usual".

The Chairman of the Forum, on behalf of the Forum, expressed her thanks to Nigel Porter and the officers of Sedgfield PCT for their work and offered her best wishes.

Tony Walsh, from the Health Improvement Team, attended the meeting to present the Annual Report.

The report had been prepared as a stimulus to action and service development that would improve health and wellbeing for the people of Sedgfield. It provided an overview of the people of the population, tracking changes since last years report, identified inequalities which must be addressed, the gap in the health experience was not allowed to widen and made recommendations for Sedgfield, in the context of the combined County Durham and Darlington Public Health Annual Report.

The presentation covered those areas where "Good", "Steady" and "Little" progress had been made in the past year, the priorities of the Local Strategic Partnership and Practice Based Commissioning Groups, Practice Business Plans and recommendations.

AF(5)9/05

SUSTAINABLE WASTE MANAGEMENT STRATEGY CONSULTATION

Ruth Clayton, Waste Management Officer, attended the meeting to give a presentation on the above.

It was explained that the Council was in the processing of developing a new Waste Management Strategy and Action Plan to take the Authority forward to 2012.

Sedgfield Borough, as the designated 'Waste Collection Authority', had a duty to provide a service for the collection of municipal waste, which included household waste and litter. Durham County Council was the designated 'Waste Disposal Authority' responsible for the disposal of all municipal waste collected within the County.

Household waste included material collected from domestic wheeled bins, plus items such as white goods, bulky waste for example furniture and carpets and garden waste. Municipal waste comprised household waste, plus commercial trade waste.

It was noted that on average, household waste within Sedgfield Borough was increasing by approximately 3% a year, and the Council was determined to take positive steps to tackle the problem.

The Forum was given details of what type of waste was found in bins. It was noted that 35% of the contents comprised of green or food waste. Waste Minimisation Initiatives such as home composting, re-usable nappies, reducing the amount of junk mail, smart shopping and bin size reduction were being examined.

Specific reference was made to a stakeholder consultation, which had been undertaken to gain an understanding of residents' views on:

- Support towards a number of waste reduction methods including alternate weekly collections
- Current level of satisfaction with the current waste collection service
- Future services residents would like to see provided.

It was reported that a questionnaire had been developed and had been delivered to houses throughout Sedgfield Borough. Copies of which were circulated at the meeting.

Members were reminded of the Council's existing waste management service which included domestic wheelie bins/trade waste, special collections, bring sites, white good collection and the Kerb It Scheme. The Council offered a free special collection service for white goods to all residents across the Borough.

It was reported that the current kerbside recycling scheme – 'Kerb It' was scheduled to expire in March 2008 and decisions needed to be made in the near future about the provision of an alternative/replacement service. It was reported that there were health and safety concerns over the manual lifting and handling of the containers both by the operatives and by the householders.

It was noted that the collection of green waste was very popular with residents, however, Durham County Council did not pay recycling credits for its collection.

Reference was made to the challenges facing the Council and the existing and future recycling and composting targets. The target for 2007 was 20% and it was anticipated that it would increase to 30% to 35% in the next couple of years.

It was reported that any system chosen needed to be convenient to use and accessible to residents financially sustainable and operationally sustainable it also must fit in with the residual waste collection service and the disposal and treatment services available. It was pointed out that the questionnaire sought the public's views on which materials they would like collected for recycling. The list included plastics.

Reference was made to the contribution to the Council's 20% recycling rate by the various collection services. It was noted that 58% came from the Kerb It Collection Scheme, 9% from Green Waste/Composting and Wood Waste, 5% from White Goods, 4% from Bring sites, 20% from material recovered by the Thornley Digester and 4% from third party and other.

Discussion was held regarding enforcement and it was explained that a lot was being done nationally to make it easier for Councils to carry out enforcement but this was not high on the agenda.

A query was also raised regarding the new digester system and how far the County Council had progressed with the proposals. It was explained that the County Waste Disposal Strategy had been put on hold. There were still issues to be resolved and the document was still developing. Therefore the system that the Borough Council put in place had to be flexible enough to take account of the County's disposal strategy.

AF(5)10/05

DISC DRUG SERVICES

Frazer Hill from the DISC Drug Service attended the meeting to give a presentation. He explained that DISC employed approximately 300 and had drugs projects in various areas throughout the region. There were three managers for the areas.

DISC Drug Service was a specialist agency providing structured interventions for people with substance misuse problems. It operated in a multi-agency way with the NHS, Social Services, and the North East Council for Addiction.

Clients were given the opportunity to move away from drug problem use and into a healthy lifestyle through one to one key working, group working and workshops.

Specific reference was made to a client's journey and stages involved which were : referral to the service, assessment of need, formation of careplan, programme review and monitor improved social functioning and proved life and basic skills, increased personal independence, increased personal responsibility, exit strategy.

It was noted that last year there had been 240 referrals for alcohol abuse in the area. Since April, 2006 there had been 41 referrals for drug abuse and 66 for alcohol abuse.

Clients were given a ten question questionnaire to assess themselves. Exercises were also used from the Probation Service to look at the effect of taking drugs, how behaviour could be changed and what triggers drug use. At various stages of the programme further self-assessments were undertaken to allow clients the opportunity to see how they were progressing under the programme. .

A query was raised regarding how DISC was funded and it was explained that the project was SRB funded and there was a part time post also funded by the PCT and the Drugs Action Team.

AF(5)11/05

DATE OF NEXT MEETING

Next meeting to be held on 28th November, 2006

ACCESS TO INFORMATION

Any person wishing to exercise the right of inspection, etc., in relation to these Minutes and associated papers should contact Liz North 01388 816166 ext 4237 email: enorth@sedgefield.gov.uk

OVERVIEW AND SCRUTINY COMMITTEE 1

Area Forums

Report of the Review Group

Members of the Review Group

Councillor B. Hall (Chairman)

Councillor A. Gray

Councillor D.M. Hancock

Councillor J.M. Khan

Councillor Mrs I. Jackson-Smith

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Further information on this review can be obtained from
Jonathan Slee, Scrutiny Support Officer: Tel 01388 816166 ext.4362.

CHAIRMAN'S INTRODUCTION

The Council introduced revised decision making arrangements as a result of the Local Government Act 2000. Area Forums were established as part of these changes with the aim of making them an important part of the Council's democratic process. The Council recognises the importance of keeping communities informed and involved, and sees both of these responsibilities as key roles of area forums. The Scrutiny Review Group has therefore examined Area Forums' operation to determine their effectiveness, and also with a view to making changes which strengthen community involvement.

The Review has been carried out by a small group of Councillors, supported by Officers from the Council's Democratic Services who have gathered the detailed information for the review. Information has also been obtained from officers involved in Regeneration. There has also been input from Council partners and from residents and tenants groups. Following a wide ranging review, a number of recommendations have been made for consideration by Cabinet.

I would like to thank all who have contributed to the review and look forward to developments arising from its conclusions and recommendations.

Councillor B. Hall,
Chairman of the Review Group

26th April 2006

SUMMARY

Membership of the Review Group

Councillor B. Hall (Chairman) and
Councillors A. Gray, D.M. Hancock, J.M. Khan, Mrs I Jackson-Smith

Objectives of the Review

- To examine the way in which Area Forums currently operate
- To determine their effectiveness and whether this can be improved

Contribution to the Council's Ambitions and Community Outcomes

The Council's Ambitions and Community Outcomes are shown in its Annual Corporate Plan. This Review contributes towards the Council's ambition of developing strong communities and the associated community outcome of engaging local communities.

Process/Methodology

The Review Group gathered information and evidence as follows:-

- a) Through seven meetings between September, 2004 and April, 2006.
- b) Through presentations by D. Anderson, Principal Democratic Services Officer, A. Crawford, Scrutiny Support Officer, R. Prisk, the Council's (former) Head of Regeneration and A Charlton the Council's Local Strategic Partnership Co-ordinator.
- c) By questioning the above Officers.
- d) By visiting Area Forum meetings.
- e) Through discussions with Council partners - namely representatives of town and parish councils, Durham County Council, the Police and the Primary Care Trust (PCT).
- f) Through discussions with Sedgefield Residents Forum and Sedgefield Borough Tenants Federation.
- g) Through analysis of responses to a questionnaire which was circulated to participants in Forum meetings and to all persons on the mailing lists for agendas.

Summary of Main Review Findings

- Area Forums have a key role to the success and delivery of the Local Improvement Plan and development of Local Area Frameworks.

- There is general support for the operation of Area Forums, and for what they are trying to achieve, from individuals and organisations who attend meetings.
- The Purpose for Area Forums is not widely understood
- Attendance from members of the public to Area Forum meetings is generally linked to specific agenda items or they wish to receive information.
- Few decisions appear to be taken which are significant to local communities.
- Agendas don't appear to be based around local issues and communities.
- Change is required to the operation of Area Forums to encourage greater attendance and involvement from established Community Groups.
- Durham Constabulary and Sedgefield Primary Care Trust endorse and support the operation of Area Forums and welcome the opportunity to review and further develop their organisations role.

MAIN FINDINGS

Background

Area Forums were established in June 2000 following the Council's introduction of new decision making arrangements under the Local Government Act 2000.

Five Area Forums were established – Area Forums 1,2,3,4, and 5 – based on the same geographical areas which were covered by the former Council Area Management Sub- Committees, as follows:-

Area 1	Spennymoor and surrounding area
Area 2	West Cornforth, Bishop Middleham, Chilton and Ferryhill
Area 3	Sedgefield, Fishburn, the Trimdons, Bradbury and Mordon
Area 4	Shildon and Eldon
Area 5	Newton Aycliffe, Aycliffe Village, Middridge and Woodham

The five meetings occur on an eight weekly cycle and are held in the evening at locations within each of the areas, with meetings rotating between venues in some areas. Chairs and Vice Chairs of the forums are Borough Councillors. Administrative support is provided by officers from Democratic Services. Members of the public and a wide range of Council partners are invited to attend forum meetings.

The stated purpose of Area Forums when they were established was to provide an opportunity for communities to interact with the Council on issues of local importance. It was also envisaged that some issues would be referred to Cabinet directly from Area Forums.

Issues

The Review Group have carried out consultation with meetings with Durham Constabulary, Sedgefield Primary Care Trust, Officers from Sedgefield Borough Council, Town and Parish Councils, the Tennant's Federation and Sedgefield Residents Group.

Feedback from the consultation reported that communities consider that Area Forums have facilitated a positive community involvement in respect of the local area. In addition, both the local Primary Care Trust (PCT) and Durham Constabulary consider that Area Forums are most useful in assisting those organisations in achieving their community consultation and involvement objectives.

Through carrying out the review a number of issues have been highlighted that require attention. These are as follows:

- The purpose of Area Forums is not widely understood.
- Few decisions appear to be taken which are significant to local communities.
- Agendas don't appear to be based around local issues and local communities.
- Attendance/Membership does not always reflect the local communities.
- Change is required to the operation of Area Forums to encourage greater attendance and involvement from established Community Groups.

Current Developments

Throughout the review process the Review Group has taken into consideration initiatives that are currently being developed by the Council and partner organisations that will have an effect on community engagement.

- **Local Area Frameworks**

The Local Government Act 2000 requires all local authorities to produce a Community Strategy that sets out how public services, other organisations and local people will work together to improve the quality of life in the area.

Sedgefield Borough Council published its Community Strategy in November 2004, which sets out a ten-year vision for the Borough based on the aspirations, needs and priorities of local communities. The Community Strategy was developed following an extensive community appraisal and consultation process undertaken through the Borough's Local Strategic Partnership (LSP). The Strategy will be the main policy document for partners' work within the Borough and was launched at the LSP's second Annual Conference in November 2004.

The engagement and participation of local people in the delivery of the Strategy is vital to its success. Community participation will be promoted through the development of Area Frameworks aligned with the Council's five Area Forums that will outline contributions at a local level to the overall aims of the Strategy. This will enable Area Forum meetings to be focused towards achieving aims that are relative to the local communities.

- **Local Improvement Plan**

The Cabinet in September 2004 agreed a Housing Land Capital Receipts Strategy to govern the use of resources to support activities within the ODPM eligible expenditure definition of regeneration and affordable housing

The purpose of the Local Improvement Plan is to improve community assets and support community engagement in the regeneration of local areas. The Councils Area Forums will play a key role to determine a

proposed series of works against criteria agreed by Cabinet and make recommendations to Cabinet which schemes should be supported.

Area Forums will therefore have a key role to the success and delivery of the Local Improvement Plan and enable greater focus on local issues and priorities.

- **StreetSafe Review**

Members of Overview and Scrutiny Committee 3 have undertaken a review into the Councils role with the StreetSafe initiative. The StreetSafe Review Group recommended *'that the Area Forum Review Group be requested to consider how Area Forums could be used as a means to raise awareness of the StreetSafe initiative and help engage with local communities in order to support its aims.'*

This recommendation could be delivered through partnership working with Durham Constabulary and coherently identifying links with the Local Improvement Plan and development of Local Area Frameworks.

Proposals

The Review group through consultation and current developments have identified the following proposals to focus Area Forums to meet their aims and objectives.

- **Purpose**

Established in June 2000, the main purpose of Area Forums is for communities to interact with the Council and tackle issues of local importance to each area. Interaction will relate to the Councils ambitions detailed within the Community Strategy. The Local Area Framework will be developed in order to deliver these objectives to ensure that they are applicable within local communities and supplemented by Parish and Town Council Plans.

To deliver the main purpose of Area Forums the Council are to work in partnership. Durham Constabulary and Sedgefield Primary Care Trust support Area Forums and their input is to continue but with greater focus on each community area. In order for Area Forums to successfully tackle strategic issues we must consider formalising membership of the Area Forums to ensure that it is representative of the communities, which it aims to serve.

- **Membership**

Area Forum membership is to be reflective of the Communities which it seeks to serve. Currently Area Forums are an open forum for any members of the public to attend, with the purpose to engage with residents of the borough. However, this has led to attendance of Area Forums not being fully representative of local communities. Whilst the Review Group does not wish to exclude people from attending Area

Forum meetings, emphasis should be placed on the attendance of relevant groups and associations to the community it is to serve.

The Police and PCT report to the Area Forum meetings but do not have appointed members. Members are represented from Durham County Council and all Town and Parish councils, including appropriate local councillors, they are sent copies of the agendas for meetings. The public and any interested organisations receive copies of agendas upon request and are placed on the relevant mailing list on the same basis.

The Review Group recommend to formalise membership of Area Forums to include:- Sedgefield Borough Council Members, Members of Town/Parish Councils, Members of Durham County Council, Established Community Groups, Regeneration Partnerships, Durham Constabulary and Sedgefield Primary Care Trust. Officers attending Area Forum meetings from the Borough Council, Primary Care Trust and Durham Constabulary will not have a vote when making decisions or recommendations.

Enclosed in Appendix 1 is a table identifying organisations that have attended Area Forum meetings during 2005. Findings from Appendix 1 concluded that the proposal to formalise membership would not adversely affect attendance at Area Forum Meetings, as attendance from members of public is low.

The recommendation to formalise membership does not include members of the public who do not represent a community group. Guidance and best practice from professional advice recommends that engagement with the community will be of greater effect through Residents Forums and Community Groups and strategic community engagement is best delivered within the Area Forums.

The Review group has identified that attendance from members of the public to Area Forum meetings is generally linked to specific agenda items or they wish to receive information from Councillors and Officers at the meeting.

- **Public Question Time**

Formalising membership of Area Forums will have a positive effect and ensure representation from the communities it serves. Members of the public are welcome to attend Area Forum meetings and it is proposed that a thirty-minute time allocation at the start of the meeting is to be used for public question time. Following question time, members of the public may, if they wish, remain for the rest of the Area Forum meeting as observers.

Members of the public may submit a question prior to the meeting, this will endeavoured to be answered at the meeting. However, a question posed at the Area Forum meeting may not receive a full response until a later date if further information is to be sought.

- **Chairman & Vice-Chairman**

The Review Group were of the opinion that Area Forums continue to have a Chairman and Vice-Chairman from Members of Sedgefield Borough Council. This is due to their experience and expertise to chairing meetings. In addition there should be a non-councillor appointed as Vice Chairman to reflect the importance of community involvement.

- **Agenda**

Evaluating the business of Area Forum meetings, the Review Group have established that agendas are not always focused on local issues and priorities. Agenda items are, in the main, presentations or reports for information with the general exception being appointment of Forum Members to the Local Strategic Partnership. Excluding minutes of the previous meeting, two standard items appear on each Area Forum agenda. These are presentations/updates from the Police and from the Primary Care Trust (PCT). Other agenda items vary from meeting to meeting. A number of consultees referred to meetings being too long, particularly when there is more than one presentation, or when detailed presentations are followed by a number of other agenda items. In terms of agenda content there is generally little input from members of the local communities, with items generally being placed on the agenda by the Council, PCT and the Police. Agenda items are seldom specific to a local community or area, but are usually more general in nature – for example, updates on the possible transfer of the Council’s housing stock, or Council policy on abandoned vehicles.

If greater involvement from Community Groups is to be achieved, agenda content should place a greater emphasis on local issues, with the Community Groups being encouraged to bring items forward for inclusion on the agenda.

The Review Group recommends that agendas include:

- Public Question Time
- Development of Local Area Frameworks
- Monitor progress on tackling issues highlighted in Local Area Frameworks
- Local Improvement Programme – Consider Applications and Monitor progress
- Items from Sedgefield Primary Care Trust, Durham Constabulary and Community Groups.

- **Identity & Publicity**

With greater focus and emphasis on community engagement and local issues and priorities, the Review Group recommend that Area Forums are re-named as ‘Community Forums’ and replace the existing number

with a name. The identity of Community Forums will reflect the Community it seeks to serve and membership of the Forum.

At present dates for Area Forums are publicised and advertised through the Council's Community newspaper Inform. Posters are also distributed fairly widely these include local shops, post offices and social clubs. Any revised meeting procedure and launch of the new identity could also be publicised through Inform.

CONCLUSION

Since creation of Area Forums in 2000, the Review group have identified that Area Forum's have facilitated a positive community involvement in respect of the local area. During this time partnerships have been established with organisations that contribute to the operation of Area Forums.

Building on these firm foundations, partnerships could be strengthened with Area Forums having greater focus on local issues and priorities. To achieve this will require formalising membership and focusing agenda items to reflect the Local Improvement Plan and development of Local Area Frameworks.

A re-launch of Area Forums as 'Community Forums' will give an identity that forums have greater focus and continue to deliver positive community involvement on the Communities that it seeks to serve.

RECOMMENDATIONS

1. Area Forums be re-named and re-launched as 'Community Forums' to reflect a greater emphasis on community involvement and the number be replaced with a name that reflects the area.
2. Agenda items to be based on local issues identified through the development of Local Area Frameworks and Local Improvement Plan.
3. Membership of Area Forum be formalised to be representative of the Communities to which it aims to serve.
4. Implement a Public Question Time at the beginning of each Area Forum meeting.
5. Terms of reference for Area Forums be amended to reflect changes from the Review.

APPENDIX A

Attendance at Area Forum Meetings Area Forum 1

Name of Organisation	14/2/05 Town Hall Spennymoor	4/4/05 Community Centre, Middlestone Moor	6/6/05 Community Centre, Kirk Merrington	5/9/05 Council Chamber Spennymoor Town Hall	24/10/05 CR 1 Council Offices, Spennymoor	12/12/05 Community Centre Middlestone Moor
Sedgefield Borough Council - Councillors	7	8	6	11	9	8
Durham Constabulary	2	1	1	1	1	1
Councillor Durham C.C.	2	2		2		
Sedgefield Primary Care Trust	1	2	2	2	2	
Spennymoor Town Council	1	2	2	3	2	2
Local Resident / Member of Public	2	2	2	6	2	2
Eden Residents Association				2		
MARG					1	
St Paul's Residents Association			3			
Greenways Residents Association					3	1
Spennymoor Learning Shop						
Spennymoor Youth & Community Association						
Middlestone Moor Community Centre		1				1
Tudhoe Community Centre			1	1		
Kirk Merrington Village Hall						
Byers Green Village Hall						
Neighbourhood Watch*	1					
Tudhoe Grange School Council*			2	2	2	

* Organisation not listed on the Sedgefield Borough Area Forums Terms of Reference

Attendance at Area Forum Meetings Area Forum 2

Name of Organisation	11/1/05 Chilton & Windlestone Community College	22/2/05 West Cornforth Community Centre	19/4/05 Chilton & Windlestone Community College	21/6/05 Dean Bank & Ferryhill Literary Institute	6/9/05 Ferryhill Leisure Centre	1/11/05 Chilton & Windlestone Community College
Sedgefield Borough Council - Councillors	4	4	6	5	10	5
Durham Constabulary	1	1	1	2	2	1
Councillor Durham C.C.	1		1			1
Sedgefield Primary Care Trust	2	1	2	2	3	2
Cornforth Parish Council	1					
Chilton Town Council	8		3	2	1	5
Ferryhill Town Council	1			1	7	2
Local Resident / Member of Public	4		1		4	7
Castle Residents Association						1
Chilton West Residents Association	1	1				1
Dean Bank Residents Association				1	2	2
Ferryhill Station Residents Association						1
Lakes Residents Association						
West Cornforth Residents Association						
Cornforth Partnership						
Ferryhill Town Partnership						
Chilton Community Partnership	2					
Cornforth Community Centre						
Bishop Middleham Community Centre						
Ferryhill Ladder Centre						
Ferryhill Literacy Institute						
Chilton Henderson House						
Mainsforth Community Centre						
Ferryhill Allotments Association*					2	

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Attendance at Area Forum Meetings Area Forum 3

Name of Organisation	12/1/05 Trimdon Colliery Community Centre	2/3/05 Mordon & Bradbury Village Hall	27/4/05 Ceddesfeld Hall, Sedgefield	6/7/05 Fishburn Youth and Community Centre	14/09/05 Community Centre, Trimdon Colliery	9/11/05 Oldham Room, Ceddesfeld Hall, Sedgefield
Sedgefield Borough Council - Councillors	5	5	3	3	5	5
Durham Constabulary	1	2	1	1	1	1
Councillor Durham C.C.						
Sedgefield Primary Care Trust	1	2	1	2		1
Mordon Parish Meeting		2	2			
Sedgefield Town Council		1				2
Trimdon Parish Council				1		1
Fishburn Parish Council				2	1	1
Local Resident / Member of Public		2	1		2	4
Trimdon Village Residents Association						
Trimdon 2000						
Joint Trimdon Community Partnership				1		
Trimdon Grange Community Association						
Trimdon Colliery Community Association						
Trimdon Community College						
Trimdon Village Hall Association						
Sedgefield Development Partnership			1			
Sedgefield Community Association						1
Ceddesfeld Community Association						
Sedgefield Community College Association						
Fishburn Community Centre						
Mordon Community Centre						
Trimdon Colliery Community Centre*	1					
Sedgefield Residents Association*				1		

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Attendance at Area Forum Meetings Area 4 Forum

Name of Organisation	18/1/05 Shildon Sunnydale Leisure Centre	8/3/05 Shildon Sunnydale Leisure Centre	3/5/05 Shildon Sunnydale Leisure Centre	19/7/05 Shildon Sunnydale Leisure Centre	20/9/05 Shildon Sunnydale Leisure Centre	15/11/05 Shildon Sunnydale Leisure Centre
Sedgefield Borough Council - Councillors	3	3	2	4	1	5
Durham Constabulary	2	1	2		2	1
Councillor Durham C.C.					1	1
Sedgefield Primary Care Trust	2	2	3	2	2	3
Shildon Town Council						2
Eldon Parish Council			1	1		
Local Resident / Member of Public	2	2	1	1	6	1
Sunnydale Residents Association						
Jubilee Fields Community Association		1	1			
New Shildon Residents Association	1	1	1	2	1	1
Shildon Housing & Community Resource Centre						
Shildon Centre						1
Middridge Village Hall						
Shildon Community Safety Group*		1	2			1
Shildon Jubilee Community Centre*						1

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Attendance at Area Forum Meetings

Area Forum 5

Name of Organisation	25/1/05 Town Council Officers, Newton Aycliffe	15/3/05 Town Council Officers, Newton Aycliffe	10/5/05 Town Council Officers, Newton Aycliffe	26/7/05 Town Council Officers, Newton Aycliffe	27/9/05 Town Council Officers, Newton Aycliffe	29/11/05 Town Council Officers, Newton Aycliffe
Sedgefield Borough Council - Councillors	8	7	7	8	11	10
Durham Constabulary	3	1	1	1	1	3
Councillor Durham C.C.					1	1
Sedgefield Primary Care Trust		2	1	2	1	2
Great Aycliffe Town Council	5	4	3	5	1	5
Local Resident / Member of Public	1		2	3		2
Linden Place Residents Association						
Williamfield Residents Association						
Dales Residents Association		1	1	1	1	1
Burnhill Residents Association	4	2	1			
Agnew Community Association						
Silverdale House						
Aycliffe Learning Shop						
Woodham Community Association						
School Aycliffe Community Centre						
Aycliffe Village Community Association						

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**OVERVIEW AND SCRUTINY REVIEW OF AREA FORUMS
CABINET RESPONSE AND ACTION PLAN**

Review Recommendations		Cabinet Response	
	Agreed?	Comments	
1. Area Forums be re-named and re-launched as 'Community Forums' to reflect a greater emphasis on community involvement and the number be replaced with a name that reflects the area.	Agreed	Cabinet agree that the Area Forums be renamed as part of a re launch of the Community Forums. However careful consideration also needs to be given to the name of the community forum to capture the identity of the full area that the Forum brings together.	
2. Agenda items to be based on local issues identified through the development of Local Area Frameworks and Local Improvement Plan.	Agreed	Cabinet agree that the agenda's be focussed on the needs of the area as highlighted through the Area Frameworks and that the community have the opportunity to influence this document. It is important that the forums can be used to help public agencies determine geographic priorities for action within an area. It is agreed that the Area Framework document will be helpful in allowing the forums to make recommendations to the Council's Cabinet with regards any applications for funding through the Local Improvement Programme.	

Implementation Agreed by Management Team	
Responsibility	Timescale
AP/JGT	<p>Sept – Dec Development with Community Groups Regarding style, format venues and conduct of meetings.</p> <p>Report to Cabinet Jan 2007</p>

Review Recommendations		Cabinet Response	
		Agreed?	Comments
3.	Membership of Area Forum be formalised to be representative of the Communities to which it aims to serve.	Agreed	Cabinet agree that membership of the forums for formalised however stresses that meetings should continue to be open and accessible to the public.
4.	Implement a Public Question Time at the beginning of each Area Forum meeting.	Agreed	Cabinet agree that a public question time can be useful addition to the business of the Forum however it must be stressed that answers to questions raised cannot be given instantly in all cases and may require a period of research by officers from the relevant agency.
5.	Terms of reference for Area Forums be amended to reflect changes from the Review.	Agreed	Terms of reference will need to be amended as part of the Council's constitution.

Implementation Agreed by Management Team	
Responsibility	Timescale