

AREA 4 FORUM

Tuesday,
14 November 2006
6.30 p.m.

Shildon Sunnydale
Leisure Centre

AGENDA and REPORTS

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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 19th September. (Pages 1 - 8)

4. POLICE REPORT

A representative of Shildon Police will attend the meeting to give a report of crime statistics and initiatives in the area.

5. REVIEW OF AREA FORUMS

To seek views regarding the proposals set out in the attached report. (Pages 9 - 34)

6. COUNTY DURHAM PRIMARY CARE TRUST

A representative of County Durham Primary Care Trust will attend the meeting to give an update on local health matters and performance figures.

7. LOCAL IMPROVEMENT PROGRAMME

To consider the attached report outlining the proposed project: -

Hackworth Park Tennis Courts

(Pages 35 - 38)

8. QUESTIONS

The Chairman will take questions from the floor.

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 notice of items to be raised under this heading no later than 12 noon on the day preceding the meeting in order that consultation may take place with the Chairman who will determine whether the item will be accepted.

10. DATE OF NEXT MEETING

16th January 2007 at Shildon Sunnydale Leisure Centre at 6.30 p.m.

B. Allen
Chief Executive

Council Offices
SPENNYMOOR
6th November 2006

ACCESS TO INFORMATION

Any person wishing to exercise the right of inspection in relation to this Agenda and associated papers should contact
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DISTRIBUTION LIST

To: -

Sedgefield Borough Council

Councillor D. M. Hancock (Chairman)

Councillor Mrs. I. Jackson Smith (Vice-Chairman)

Councillors G.M.R. Howe, J. G. Huntington, J. M. Smith and Mrs. L. Smith

Shildon Town Council

Councillors Mrs. J. Bird, Mrs. L. Goldie and M. Stott

Eldon Parish Council

Councillors H. Robinson and G.J. Wilde

Durham County Council

Councillors D. Bowman and V. Chapman

New Shildon Residents Association

Mrs. C. Thompson

Durham Constabulary

P.C. M. Lawton

Shildon Chamber of Trade

Mr. J. Bowman

Jubilee Fields Community Association

Mrs. E. Carr

CAVOS (Community and Voluntary Organisations Sedgefield)

Chief Executive Officer

Sunnydale Residents Association

A.G. Bowman, J. Kirkbride and K. Mulley

Sedgefield Primary Care Trust

A. Armstrong and K. Vasey

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Item 3

SEDGEFIELD BOROUGH COUNCIL AREA 4 FORUM

Shildon Sunnydale Leisure
Centre

Tuesday,
19 September 2006

Time: 6.30 p.m.

Present: Councillor D.M. Hancock (Chairman) – Sedgefield Borough Council and

Councillor J.G. Huntington	– Sedgefield Borough Council
Councillor Mrs. I. Jackson Smith	– Sedgefield Borough Council
Councillor J.M. Smith	– Sedgefield Borough Council
Inspector S. Ball	– Durham Constabulary
Councillor Mrs. D. Bowman	– Durham County Council
Councillor V. Chapman	– Durham County Council
D. Sadler	– Patient and Public Involvement in Health Forum
A. Learmonth	– Sedgefield PCT
Councillor Mrs. A.M. Armstrong	– Sedgefield PCT
C.A. Fletcher	– Shildon Community Safety
Councillor M.A. Stott	– Shildon Town Council
Reverend R. Kalus	– St. Johns Church
I. English	– South West Durham Credit Union
A. Thompson	– New Shildon
K. Bowes	– Resident
W. Middlemas	– Resident
G. Penfold	– Resident
J.L. Chapman	– Resident
M. Quigley	– Resident
T. Slater	– Resident
C. Watson	– Resident
I. Watson	– Resident
G. Presledge	– Resident

In

Attendance: R. Clayton, G. Garrigan and C. Walton

Apologies:

Councillor G.M.R. Howe	- Sedgefield Borough Council
Councillor Mrs. L. Smith	– Sedgefield Borough Council
Councillor H. Robinson	– Eldon Parish Council
C. Wood	– Shildon Centre
Mrs. E. Carr	– Jubilee Fields Community Association

AF(4)11/06 DECLARATIONS OF INTEREST
Members had no interests to declare.

AF(4)12/06 MINUTES
The Minutes of the meeting held on 18th July 2006 were confirmed as a correct record and signed by the Chairman.

With regard to Minute AF(4)5/06, it was reported that the Chairman of the Forum had sent a letter to the Secretary of State for the Home Department regarding the difficulties in trying to contact the Police on the non emergency telephone number. A copy of the reply was circulated to Members of the Forum. (For copy see file of Minutes)

With regard to Minute AF(4)8/06, the Forum was informed that a meeting had taken place on 8th September 2006 with the Town Council and community representatives and the following actions had been agreed:

Bus Shelters – Town Square and Bus Terminus

Bus Terminus

Remove all glass panels from the lower half of all shelters and replace with green coloured smooth finish glass fibre panels. Utilise the above recovered glass panels to replace damaged panels in the top half of the shelters.

Town Square

Replace damaged units with glass panels and all damaged roof tiles, fascia boards and decorative units as required.

The paintwork to all shelters to be refreshed as necessary.

Gazebos – Town Square

Attempt to clean and seal the York Stone Hackworth Wheel feature.

Ascertain the capital cost of restoring the fountain to full working order.

Clean up the fountain and attempt to remove graffiti.

Take down all damaged soffitt boards and replace with new boards with more substantial fixing detail.

Fix new vertical boarding to full perimeter of ledge to prevent access by pigeons.

Replace all damaged roof tiles and hip ridge tiles as required.

Town Square – General

Repaint as necessary, repair damaged paving as required and jet wash Town Square.

Identify alternative lighting options as the lanterns had been removed owing to health and safety concerns, however the brackets had been retained for use as hanging basket supports.

Provide temporary lighting from gazebo.

Consider replacing the litterbins with plastic coated steel cylinder bins.

Paint timber seats, if required.

The Forum was informed that the CCTV cameras were fully operational.

AF(4)13/06 POLICE REPORT

Inspector S. Ball was present at the meeting to give details of the crime statistics for the area.

The reported crime figures for July and August were as follows:

	<u>July</u>	<u>August</u>
Total Crime	84	109
Violent Crime	13	23
Violence against person	13	23
Robbery	0	0
Dwellinghouse Burglary	3	7
Burglary Other	1	10
Criminal Damage	34	33
Vehicle Crime	12	15
Shoplifting	3	2
Total Theft	29	33
Nuisance/Rowdy Behaviour		99

With regard to nuisance/rowdy behaviour in August, it was reported that 22 incidents related to neighbour issues and 36 were youth related.

Specific reference was made to a public meeting that had taken place the previous evening to discuss the problems associated with the congregation of youths in St. Johns churchyard, particularly on weekends between the hours of 5.00 p.m. and 1.00 a.m. The problems included: litter, broken glass around the gravestones, damage to the fencing of the churchyard, damage to garage door handles in the vicinity, abusive language from youths who were often inebriated and solvent abuse.

It was pointed out that the graveyard was closed and Shildon Town Council was responsible for grass cutting. It was queried whether the boundary fencing was the responsibility of the Town Council or the Church Commissioners. Chairman agreed to seek clarification. It was noted that the Church was willing to make a contribution towards the cost of repairing the fencing.

The Forum noted that Helen Dent, Anti-Social Behaviour Reduction Manager, Sedgfield Borough Council, had been informed of the problems and had proposed that a meeting of the appropriate parties be arranged to discuss what action could be taken. In the meantime, Sedgfield Borough Council Neighbourhood Wardens would patrol the area on Thursday, Friday and Saturday nights and the mobile CCTV camera would be deployed.

It was noted that the Police were also prepared to divert resources to the churchyard and the Crime Reduction Partnership had been requested to undertake a survey of the area.

It was pointed out that rowdy/nuisance behaviour from youths was a national problem and consideration must be given to providing the youths with appropriate recreational facilities.

Specific reference was made to the problem of vandalism in the park and the need to obtain Police support in respect of the Local Improvement Programme application for funding for CCTV cameras.

It was reported that the Police had agreed to support the application and assurances were given that the necessary documentation would be forwarded to Shildon Town Council.

AF(4)14/06

SEDGEFIELD PRIMARY CARE TRUST

Alyson Learmonth and Mrs. A.M. Armstrong attended the meeting to give an update on local health matters.

It was reported that County Durham Primary Care Trust would be formed on 1st October 2006, following the merger of the current Durham and Chester-le-Street, Derwentside, Durham, Dales, Easington and Sedgefield PCTs. Lady Anne Calman had been appointed as Chair of the new PCT and applicants for the post of Chief Executive would be interviewed on 27th September 2006. Nigel Porter, Chief Executive of Sedgefield PCT, would be taking early retirement/voluntary redundancy on 5th November 2006.

It was pointed out that the new bigger County Durham PCT would significantly reduce expenditure on management and administrative functions as there would only be one Board.

The Forum's attention was then drawn to the North East Strategic Health Authority – Monthly Performance Score Card schedule. Copies of which were circulated at the meeting.

Specific reference was made to the Ambulance Service targets and the tremendous improvement with regard to number of Category A calls achieving a response within eight minutes.

A. Learmonth also gave details of the recently published Director of Public Health 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 Sedgefield. It provided an overview of the health of the population, tracking changes since last years report, identified inequalities that must be addressed if the gap in the health experience was not allowed to widen and made recommendations for Sedgefield 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 for the Local

Strategic Partnership, Practice Based Commissioning Groups, Practice Business Plan and the report's recommendations.

The Forum queried what arrangements had been made to address the potential problems of a pandemic flu outbreak. It was explained that the PCT had prepared an operational management plan. GPs practices had also plans in place as had the Borough Council to minimise the expected disruption to services.

Members of the Forum expressed concern regarding the difficulties in making appointments to see a particular GP as a result of the appointment systems that had been introduced. It was pointed out that a number of practices were aware of this problem and were trying to move to a dual appointment system for urgent/non urgent appointments.

AF(4)15/06 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.

Sedgefield 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 Sedgefield 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 Sedgefield 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.

Members of the Forum expressed concern regarding the amount of packaging on goods and pointed out that the Government needed to work more closely with multi-national companies to reduce packaging and promote recycling. It was noted that a number of supermarkets were promoting recycling by the reward of loyalty points for the re-use of carrier bags.

With regard to the operation of the Kerb It Scheme, it was pointed out that extra boxes were provided free of charge and lids could be purchased at a cost of £1.50, which included delivery.

AF(4)16/06

DATE OF NEXT MEETING

14th November 2006 at 6.30 p.m. in Shildon Sunnydale Leisure Centre.

ACCESS TO INFORMATION

Any person wishing to exercise the right of inspection, etc., in relation to these Minutes and associated papers should contact Miss S. Billingham, Tel 01388 816166 Ext 4240, sbillingham@sedgefield.gov.uk

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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	

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

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		

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

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

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

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	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

Item 7

AREA 4 FORUM

14th November 2006

**Report of the Head of Strategy and Regeneration
Sedgefield Borough Local Improvement Programme
Application Report**

Introduction

This report highlights a Local Improvement Programme (LIP) application submitted to and initially appraised by the Strategy and Regeneration Section. The report provides information to the Area 4 Forum for their consideration and comments, which will be used to formulate a report and recommendation to the Sedgefield Borough Council cabinet.

The Area 4 Forum has been allocated £456,000 of LIP capital resources between 2006 and 2009. £152,000 was allocated for 2006/07 of which none has been allocated to date.

Project Background

- **Name of Project:** Hackworth Park Tennis Courts
- **Name of Applicant:** Shildon Town Council in partnership with Groundwork East Durham
- **Legal Status:** Town Council
- **Date of Application:** 2nd November 2006
- **Landlord:** Shildon Town Council
- **Brief Description of Project:** The project will redevelop the existing dilapidated tennis courts, improve access into and around them and carry out additional essential works, which will include tree works and a building survey of the Pavilion at Hackworth Park.
- **Requested from LIP:** £34,999 (41%).
- **Total Project Cost:** £84,999 (Capital)
- **What will the LIP be used for:** The LIP will be used to part finance the redevelopment of the existing tennis courts at Hackworth Park. The current courts are in a poor condition and as a result, are no longer being used to their full potential. New footpaths, steps and a ramp to the courts will be provided to improve access. A seating platform will also be installed. Tree works will be carried out in the adjacent area

and a building survey of the pavilion and an engineering survey of the courts will also be carried out.

LIP Criteria

- **Department for Communities and Local Government Definition:**

The applicant has outlined that the tennis courts are underused at the moment as a result of their poor condition- the project will redevelop the tennis courts in order to bring them back into effective use.

- **Community Strategy Objectives:**

The project links to two of the Community Strategy objectives.

Attractive Borough - 'To develop and maximise the leisure and cultural facilities in the Borough'.

Healthy Borough – 'Improving the health and well-being of local communities'.

- **Evidence of need and community support:**

The applicant has stated that, there is a declining number of useable tennis facilities within County Durham. The Lawn Tennis Association is keen to develop community facilities, which are open to all of the community. There are limited Sport facilities within Shildon. Hackworth Park has historically been the centre of sporting activity within the town and Shildon Town Council is keen to develop and renovate the sports facilities at Hackworth Park. Until three years ago, Hackworth Park was home to a Tennis Club. However, due to the continued deterioration of the courts, the club ceased to operate.

The applicant has states that community consultation was carried out in 1999 that highlighted the need for improved play and sports facilities in the Park. A play area and skate park has since been installed. Consultation events have also taken place more recently during the development of the Barclays Spaces for Sports funding application.

- **Value for money and Revenue implications:**

The applicant is applying for 41% of the funding for this project; the remaining funding £50,000 has been secured from Barclays Spaces for Sport. Once the capital works area complete, Groundwork East Durham will be eligible to apply for £20,000 development funding, also from Barclays Spaces for Sport to pay for kit and equipment for use on the courts and the delivery of tennis taster and skills sessions.

The applicant will be required to develop a Sports Development Plan with the Leisure Services department of Sedgefield Borough Council to ensure that the tennis courts are used to their full potential

The applicant has stated that the works will be tendered to ensure value for money. Future revenue implications are to be resolved with the applicant in due course as part of the full project appraisal process.

Recommendation from the Strategy and Regeneration Section:

That the Area Forum considers and debates the following key issues;

- The relative priority of this project within the Shildon locality.

Subject to agreeing with the above points, -that the Area Forum supports the progress and further development of this application. Following Area Forum comments on the principle of further developing the project, the application that has been made will be subject to a full project appraisal involving further discussions with the applicant organisation.

Material considerations:

Other applications received from Area 4:

No further applications have been received from the Area 4 locality at the present time.

The following projects are under development and no applications have been received to date. Once an application received this project will be brought forward to the Forum for debate.

- Shildon Community Museum Limited – To renovate derelict buildings to form a community museum at East Thickey Farm. No costs as yet
- South West Durham Credit Union- To bring the derelict rear of the shop area into use to extend the facilities. No costs as yet.

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