

COUNCIL

Monday, 30 June 2008

11.00 a.m.

Council Chamber,
Council Offices,
Spennymoor

AGENDA and REPORTS



This document is also available in other languages, large print and audio format upon request

العربية (Arabic)

إذا أردت المعلومات بلغة أخرى أو بطريقة أخرى، نرجو أن تطلب ذلك منا.

বাংলা (Bengali)

যদি আপনি এই ডকুমেন্ট অন্য ভাষায় বা ফরমেটে চান, তাহলে দয়া করে আমাদেরকে বলুন।

(中文 (繁體字)) (Cantonese)

如欲索取以另一語文印製或另一格式製作的資料，請與我們聯絡。

हिन्दी (Hindi)

यदि आपको सूचना किसी अन्य भाषा या अन्य रूप में चाहिये तो कृपया हमसे कहे

polski (Polish)

Jeżeli chcieliby Państwo uzyskać informacje w innym języku lub w innym formacie, prosimy dać nam znać.

ਪੰਜਾਬੀ (Punjabi)

ਜੇ ਇਹ ਜਾਣਕਾਰੀ ਤੁਹਾਨੂੰ ਕਿਸੇ ਹੋਰ ਭਾਸ਼ਾ ਵਿਚ ਜਾਂ ਕਿਸੇ ਹੋਰ ਰੂਪ ਵਿਚ ਚਾਹੀਦੀ, ਤਾਂ ਇਹ ਸਾਥੋਂ ਮੰਗ ਲਓ।

Español (Spanish)

Póngase en contacto con nosotros si desea recibir información en otro idioma o formato.

اردو (Urdu)

اگر آپ کو معلومات کسی دیگر زبان یا دیگر شکل میں درکار ہوں تو برائے مہربانی ہم سے پوچھیے۔

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

To notify the Mayor 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 meetings held on :-

(a) **18th April 2008** (Pages 1 - 4)

(b) **16th May 2008** (Pages 5 - 20)

4. MAYOR'S ANNOUNCEMENTS

5. STATEMENT OF ACCOUNTS (FOR YEAR ENDED 31ST MARCH 2008)

Report of Director of Resources. (Pages 21 - 38)

6. LOCAL GOVERNMENT REORGANISATION - SEDGEFIELD BOROUGH COUNCIL'S TRANSITION PLAN 2008/2009

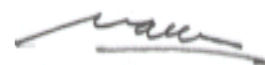
Report of Chief Executive. (Pages 39 - 76)

7. LOCAL GOVERNMENT AND HOUSING ACT 1989 - THE LOCAL GOVERNMENT (COMMITTEES AND POLITICAL GROUPS) REGULATIONS 1990

Report of Chief Executive. (Pages 77 - 88)

8. REPRESENTATION ON OUTSIDE ORGANISATIONS

Report of Chief Executive. (Pages 89 - 90)



B.Allen
Chief Executive

Council Offices
SPENNYMOOR
20TH June 2008

Councillor J. Robinson J.P (Mayor) and

All other Members of the Council

ACCESS TO INFORMATION

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

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Item 3a

SEDGEFIELD BOROUGH COUNCIL

Council Chamber,
Council Offices,
Spennymoor

Friday,
18 April 2008

Time: 11.00 a.m.

Present: Councillor Mrs. S. J. Iveson (Mayor) and

Councillors Mrs. A.M. Armstrong, V. Chapman, Mrs. K. Conroy, Mrs. P. Crathorne, V. Crosby, Mrs. L. M.G. Cuthbertson, T.F. Forrest, Mrs. B. Graham, G.C. Gray, Mrs. J. Gray, Mrs. S. Haigh, Mrs. I. Hewitson, A. Hodgson, Mrs. L. Hovvells, G.M.R. Howe, Mrs. H.J. Hutchinson, Ms. I. Jackson, J.M. Khan, B. Lamb, Mrs. E. Maddison, Mrs. E.M. Paylor, Mrs. C. Potts, J. Robinson J.P, A. Smith, B. Stephens, A. Warburton and T. Ward

Apologies: Councillors B.F. Avery J.P, W.M. Blenkinsopp, Mrs. D. Bowman, T. Brimm, D.R. Brown, J. Burton, D. Chaytor, D. Farry, P. Gittins J.P., A. Gray, B. Haigh, D.M. Hancock, J.E. Higgin, T. Hogan, J.G. Huntington, C. Nelson, D.A. Newell, B.M. Ord, K. Thompson, W. Waters and Mrs E. M. Wood

MINUTES SILENCE

A minutes silence was held as a mark of respect for former Borough Councillor John Smith who had recently died.

C.75/07

DECLARATIONS OF INTEREST

The following Councillors indicated that they would be declaring an interest:-

- | | | |
|------------------------------|---|--|
| Councillor J. Robinson, J.P. | - | Item 5 – “Seizing the Future” – Personal – Wife a Member of the NHS Foundation Trust |
| Councillors Mrs. L. Hovvells | - | Item 6 – Membership on outside organisations
Be Enterprising Franchising Company – Personal and Prejudicial Personally involved |

MINUTES

The Minutes of the meeting held on 29th February, 2008 were confirmed as a correct record and signed by the Mayor.

C.77/07

MAYOR'S ANNOUNCEMENTS

The Mayor reported that since the last meeting she had attended 26 functions and events including a Sports Relief event at Shildon Leisure Centre and the funeral of former Sedgfield Borough Councillor John Smith.

In addition she had attended a number of Golden, Diamond and also a 70th Wedding Anniversary celebrations as well as charity evenings and civic dinners.

C.78/07

SEIZING THE FUTURE

N.B. In Accordance with Section 81 of the Local Government Act 2000 and the Members Code of Conduct Councillor J. Robinson JP declared a Personal interest in this item and remained in the meeting but took no part in the discussion and voting thereon.

It was explained that Mr. E. Lovell from County Durham and Darlington NHS Foundation Trust was at the meeting to give a presentation on Seizing the Future Review outlining the Trust's vision for the future. (For copy of presentation see file of Minutes).

The presentation covered the background to the Trust, how the Trust had developed, the ethos behind the Trust and local hospitals which were included.

Various aspects of "Seizing the Future", which was a programme of change aimed at developing the Trusts strategic direction for the next five years, were outlined.

Mr. Lovell identified why the review was being undertaken, how the review was being undertaken, what the review hoped to achieve, the development of future service options, consultation which was taking place with stakeholders and the emerging drivers for change.

The timescale for the review was identified which included an initial scoping study phase to be completed by January, 2008. The Trust was commencing work on the scoping study and was engaging with internal and external stakeholders. As part of the process a stakeholder mapping exercise would be undertaken and a stakeholder engagement website was to be established.

Given the importance of the subject it was suggested that questions be deferred to a future meeting of Healthy Borough Overview and Scrutiny Committee to allow the relevant issues to be fully debated prior to formal response to the Consultation Exercise. Questions were to be submitted in writing prior to the meeting in order for the Trust to fully respond to questions. Members would, however, be able to ask supplementary questions at the meeting, without written notification.

RESOLVED : *That the presentation be received and questions be deferred for consideration by a future meeting of Healthy Borough with Strong Communities Overview and Scrutiny Committee.*

C.79/07

MEMBERSHIP ON OUTSIDE ORGANISATIONS - BE ENTERPRISING FRANCHISING COMPANY

N.B. In Accordance with Section 81 of the Local Government Act 2000 and the Members Code of Conduct Councillor Mrs L. Hovvels declared a Personal and Prejudicial interest in this item and left the meeting for the duration of the discussion and voting thereon.

Consideration was given to a report of the Chief Executive (for copy see file of Minutes) relating to membership of Be Enterprising Franchising Company.

It was explained that Cabinet at its meeting on 13th March, 2008 had considered a report on the Be Enterprising Franchising Company which was to be established to promote self-employment within disadvantaged communities. At that meeting it was recommended that Council appoint Councillor Mrs. Lucy Hovvels to serve as a member of the franchise company.

RESOLVED : That Councillor Mrs. L. Hovvels serves as a member of the Be Enterprising Franchising Company.

C.80/07

REVIEW OF THE COUNCIL'S CORPORATE GOVERNANCE ARRANGEMENTS

Consideration was give to a report of the Director of Resources (for copy see file of Minutes)relating to the Review of the Council's Corporate Governance Arrangements.

Members were reminded that Council at its meeting in December 2002 had approved the Local Code of Corporate Governance which detailed measures the Council would have to demonstrate how it would meet the requirements and five dimensions of corporate governance. Following this an Action Plan had been produced to ensure that any tasks that needed to be undertaken fully complied with the Code, were identified and regular monitoring of progress against these actions were carried out.

It was noted that CIPFA and SOLACE had recently reviewed their guidance and had issued, "Delivering Good Governance in Local Government : A Guidance Note for English Authorities".

An updated version of the Local Code of Corporate Governance had been developed taking the revised guidance into account.

RESOLVED : That the revised Local Code of Corporate Governance be approved..

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

Item 3b

SEDGEFIELD BOROUGH COUNCIL

Council Chamber,
Council Offices,
Spennymoor

Friday,
16 May 2008

Time: 11.00 a.m.

Present: Councillor Mrs. S. J. Iveson (Mayor) and

Councillors Mrs. A.M. Armstrong, B.F. Avery J.P, W.M. Blenkinsopp, Mrs. D. Bowman, T. Brimm, D.R. Brown, V. Chapman, D. Chaytor, Mrs. K. Conroy, Mrs. P. Crathorne, V. Crosby, Mrs. L. M.G. Cuthbertson, D. Farry, T.F. Forrest, P. Gittins J.P., Mrs. B. Graham, A. Gray, G.C. Gray, Mrs. J. Gray, B. Haigh, Mrs. S. Haigh, Mrs. I. Hewitson, T. Hogan, Mrs. L. Hovvels, J.G. Huntington, Mrs. H.J. Hutchinson, B. Lamb, Mrs. E. Maddison, C. Nelson, D.A. Newell, B.M. Ord, Mrs. E.M. Paylor, Mrs. C. Potts, J. Robinson J.P, A. Smith, B. Stephens, K. Thompson, A. Warburton, W. Waters and Mrs E. M. Wood

Apologies: Councillors J. Burton, D.M. Hancock, J.E. Higgin, A. Hodgson, G.M.R. Howe, Ms. I. Jackson, J.M. Khan and T. Ward

MAYORS ANNOUNCEMENTS

The Mayor referred to her year in office, which she had found to be extremely busy and most enjoyable.

She had attended many events and had been most impressed and touched by the variety of people she had been privileged to meet. They included couples celebrating notable wedding anniversaries, and people who had gained various educational achievements and awards.

Specific reference was made to her nominated charity the Children's Diabetes Trust Fund for which she had raised £10,082.29 to date during her term in office. It was anticipated that this sum would be increased to £10,832 when other additional income was included. She thanked the local community, business sector and members of staff for their support and generosity.

Councillor Mrs. Iveson presented Dr. W. Lamb, Consultant Paediatrician Bishop Auckland Hospital with a cheque. Dr Lamb expressed his thanks and appreciation for the donation.

The Mayor also expressed her thanks to Councillor John Robinson JP for the support and assistance he had given her throughout the past year .

C.1/08

DECLARATIONS OF INTEREST

The following Councillors declared a personal interest in Item 12 on the agenda "Local Government Review Proposals – Implications – Proposed single tier areas: Protection of historic traditions and ceremonial arrangements" as members of Town Councils:-

Councillors Mrs S.J. Iveson, J. Robinson JP, W.M. Blenkinsopp, Mrs D. Bowman, Mrs J. Gray, G.C. Gray, D. Farry, Mrs E.M. Wood, Mrs E. Maddison, and W. Waters

C.2/08

APPOINTMENT OF MAYOR

RESOLVED : That Councillor J. Robinson, J.P., be elected Mayor for the 2008/09 Municipal Year.

Councillor Robinson, J.P. signed the Declaration of Acceptance of Office of Mayor and took the Chair.

Councillor Robinson, J.P. said that it was an honour and a tremendous privilege to accept the position of Mayor and he would endeavour to carry out the duties with dignity honour, sincerity and commitment that the position merits.

He made reference to the forthcoming year which would be the final year for Sedgefield Borough Council before Local Government Reorganisation and the transition to a new Unitary Authority. He would , therefore, be the last Mayor of the Borough. Opportunity needed to be taken throughout the year to celebrate the many successes and achievements of the Borough Council as well as facilitating "business as usual" with the provision of Council services.

His chosen charity for the year would be Butterwick Hospice.

He presented Councillor Mrs. Iveson with a gift to commemorate her year in office and acknowledge the commitment she had shown in carrying out her duties.

C.3/08

APPOINTMENT OF DEPUTY MAYOR

RESOLVED : That Councillor Mrs. S.J. Iveson be elected Deputy Mayor for the 2008/09 Municipal Year.

Councillor Mrs. S.J. Iveson signed the Declaration of Acceptance of Office of Deputy Mayor.

C.4/08

APPOINTMENT OF LEADER OF THE COUNCIL

RESOLVED : That Councillor Mrs. A.M. Armstrong be elected Leader of the Council for the 2008/09 Municipal Year.

C.5/08

APPOINTMENT OF DEPUTY LEADER OF THE COUNCIL

RESOLVED : That Councillor V. Crosby be elected Deputy Leader of the Council for the 2008/09 Municipal Year.

C.6/08

ARRANGEMENTS FOR THE REVIEW OF THE CONSTITUTION

Consideration was given to a report of the Chief Executive dealing with a further Review of the Council's Constitution for the purposes of Article 16 of the Constitution. (For copy see file of Minutes).

It was explained that the recommendations in the report were based on advice from the Council's Monitoring Officer, following meetings of the Constitutional Review Group and reflected areas where it was considered appropriate to make further changes in particular in relation to Article 9 dealing with Standards Committee role, function and membership and also officer delegations.

RESOLVED : That the amendments set out in the Appendix to the report be approved and the Council's Monitoring Officer be directed to :

- a) Amend the Constitution accordingly and make all necessary and consequential amendments.*
- b) Publish an amended version on the Council's website.*

C.7/08

LOCAL GOVERNMENT AND HOUSING ACT 1989. THE LOCAL GOVERNMENT (COMMITTEES AND POLITICAL GROUPS) REGULATIONS 1990

Consideration was given to a report of the Chief Executive regarding the allocation of seats on Committees to Political Groups in accordance with the Local Government (Committees and Political Groups) Regulations 1990. (For copy see file of Minutes).

RESOLVED : That the allocation of seats to political groups be in accordance with the schedule attached to the report. (Appendix A).

CABINET, COMMITTEES, PANELS, FORUMS, WORKING PARTIES AND GROUPS : MEMBERSHIP 2008/09

C.8/08

CABINET

RESOLVED : That the Cabinet comprises the following Members :

Councillor Mrs. A.M. Armstrong	Strategic Leadership
Councillor Mrs. K. Conroy	Community Health
Councillor V. Crosby	Social Regeneration & Partnership
Councillor Mrs. B. Graham	Leisure & Culture
Councillor A. Hodgson	Environment
Councillor Mrs. L. Hovvels	Learning & Employment
Councillor J.M. Khan	Safer Communities
Councillor D.A. Newell	Planning & Development
Councillor W. Waters	Housing

C.9/08

STRATEGIC LEADERSHIP - OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED : That the Strategic Leadership Overview and Scrutiny Committee comprises the following Members:

Chairman : Councillor A. Gray
Vice-Chairman: Councillor B.F. Avery J.P.

Members : Councillor D.R. Brown
Councillor V. Chapman
Councillor D. Farry
Councillor T.F. Forrest
Councillor Mrs. J. Gray
Councillor B. Haigh
Councillor T. Hogan
Councillor B.M. Ord
Plus vacancy

C.10/08

HEALTHY BOROUGH WITH STRONG COMMUNITIES - OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED : That the Healthy Borough With Strong Communities Overview and Scrutiny Committee comprises the following Members:

Chairman : Councillor J.E. Higgin
Vice-Chairman: Councillor Mrs. P. Crathorne

Members : Councillor W.M. Blenkinsopp
Councillor Mrs. D. Bowman
Councillor J. Burton
Councillor Mrs. S. Haigh
Councillor Mrs. H.J. Hutchinson
Councillor Ms. I. Jackson
Councillor Mrs. E.M. Paylor
Councillor K. Thompson
Councillor T. Ward
Councillor Mrs. E.M. Wood

Plus 2 Co-optees (non-voting)

C.11/08

PROSPEROUS AND ATTRACTIVE BOROUGH - OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED : That the Prosperous and Attractive Borough Overview and Scrutiny Committee comprises the following Members:

Chairman : Councillor G.C. Gray
Vice-Chairman: Councillor B. Lamb

Members : Councillor Mrs. L. Cuthbertson
Councillor P. Gittins
Councillor D.M. Hancock
Councillor Mrs. I. Hewitson
Councillor G.M.R. Howe
Councillor Mrs. S. J. Iveson
Councillor Mrs. E. Maddison
Councillor B. Stephens
Councillor A. Smith
Councillor A. Warburton

C.12/08

AUDIT COMMITTEE

RESOLVED : That the Audit Committee comprises the following Members:

Chairman : Councillor D. Chaytor
Vice-Chairman: To be appointed at first meeting of the Committee

Members : Councillor T.D. Brimm
Councillor J.G. Huntington
Councillor C. Nelson
Councillor Mrs. C. Potts
Councillor B. Stephens
Mr B. Argyle (Co-Opted Member - Non Voting)

C.13/08

DEVELOPMENT CONTROL COMMITTEE

RESOLVED : That the Development Control Committee comprises the following Members :

Chairman : Councillor A. Smith
Vice-Chairman: Councillor B. Stephens

Members : All Members of the Council

C.14/08

LICENSING COMMITTEE 1

RESOLVED : That the Licensing Committee 1 comprises the following Members:

Chairman : Councillor C. Nelson
Vice-Chairman: Councillor T. Ward

Members : Councillor W.M. Blenkinsopp
Councillor Mrs. P. Crathorne
Councillor Mrs. L. Cuthbertson
Councillor Mrs. B. Graham
Councillor A. Gray
Councillor D.M. Hancock
Councillor Mrs. I. Hewitson
Councillor J.E. Higgin

Councillor A. Hodgson
Councillor T. Hogan
Councillor Mrs. L. Hovvels
Councillor J.G. Huntington
Councillor Mrs. S.J. Iveson
Councillor J.M. Khan
Councillor B. Lamb
Councillor Mrs. E.M. Paylor
Councillor K. Thompson

C.15/08

LICENSING COMMITTEE 2

RESOLVED : *That the Licensing Committee 2 comprises the following Members :*

Chairman : Councillor T. F. Forrest
Vice-Chairman: Councillor Mrs. J. Gray

Members : Councillor Mrs. D. Bowman
Councillor D.R. Brown
Councillor J. Burton
Councillor Mrs. K. Conroy
Councillor P. Gittins
Councillor G.C. Gray
Councillor Mrs. S. Haigh
Councillor G.M.R. Howe
Councillor Ms. I. Jackson
Councillor Mrs. E. Maddison
Councillor Mrs. C. Potts
Councillor A. Warburton
Councillor W. Waters

C.16/08

STANDARDS COMMITTEE

RESOLVED : *That the Standards Committee comprises the following Members:*

Chairman Mr. L. Petterson (Independent Co-optee)

Members Councillor A. Gray
Councillor T. Hogan
Councillor Mrs. L. Hovvels
Councillor Mrs. E. Maddison
Mr. I. Jamieson (Independent Co-optee)
Mr. B. Argyle (Independent Co-optee)

Plus Vacancy

Plus 2 Parish/Town Council
Representatives

C.17/08

APPEALS/REVIEW PANEL

RESOLVED : That the Appeals/Review Panel comprises the following Members:

Chairman : To be appointed at each meeting.

Members
Councillor W.M. Blenkinsopp
Councillor T. D. Brimm
Councillor V. Chapman
Councillor Mrs. K. Conroy
Councillor Mrs. P. Crathorne
Councillor V. Crosby
Councillor D. Farry
Councillor G. C. Gray
Councillor Mrs. J. Gray
Councillor Mrs. I. Hewitson
Councillor G.M.R. Howe
Councillor J.G. Huntington
Councillor Mrs. S.J. Iveson
Councillor J. M. Khan
Councillor C. Nelson
Councillor Mrs. E.M. Paylor
Councillor Mrs. C. Potts
Councillor T. Ward

Plus vacancy

A Panel of 3 Members to be selected as and when required by the Chief Executive.

C.18/08

CHIEF OFFICER APPOINTMENTS PANEL

RESOLVED : That the Chief Officer Appointments Panel comprises the following Members:

Chairman: Councillor Mrs A.M. Armstrong

Members: Councillor V. Crosby
Councillor T. F. Forrest
Councillor Mrs. B. Graham
Councillor T. Hogan
Councillor Ms. I. Jackson
Councillors Mrs. E.M. Wood

C.19/08

EMPLOYMENT ISSUES PANEL

RESOLVED : That the Employment Issues Panel comprises the following Members:

Chairman: Councillor A. Hodgson

Members: Councillor A. Gray
Councillor G. C. Gray
Councillor D.M. Hancock
Councillor Mrs. H.J. Hutchinson
Councillor Mrs. E. Maddison
Councillor A. Smith

C.20/08 PERSONNEL APPEALS PANEL

RESOLVED : *That the Personnel Appeals Panel comprises the following Members:*

Chairman: Councillor Mrs. A. M. Armstrong

Members Councillor W.M. Blenkinsopp
Councillor V. Chapman
Councillor P. Crathorne
Councillor V. Crosby
Councillor Mrs. B. Graham
Councillor G.C. Gray
Councillor Mrs. J. Gray
Councillor T. Hogan
Councillor B. M. Ord
Councillor Mrs. E.M. Paylor
Plus Vacancy

C.21/08 AREA 1 FORUM

RESOLVED : *That the Area 1 Forum comprises the following Members:*

(All Members representing the Spennymoor, Low Spennymoor and Tudhoe Grange, Middlestone and Tudhoe Wards, together with representatives from Town and Parish Councils and other organisations as appropriate)

Chairman : Councillor A. Smith
Vice-Chairman : Councillor C. Nelson

Members : Councillor Mrs. A.M. Armstrong
Councillor Mrs. B. Graham
Councillor A. Gray
Councillor J.M. Khan
Councillor Mrs. E.Maddison
Councillor B.M. Ord
Councillor K. Thompson
Councillor W. Waters
Councillor Mrs. E.M. Wood

C.22/08

AREA 2 FORUM

RESOLVED : *That the Area 2 Forum comprises the following Members :*

(All Members representing the Bishop Middleham and Cornforth, Broom, Chilton, and Ferryhill Wards, together with representatives from Town and Parish Councils and other organisations as appropriate).

Chairman : Councillor Mrs. C. Potts

Vice-Chairman : Councillor Mrs. P. Crathorne

Members : Councillor B.F. Avery, J.P.
Councillor T.D. Brimm
Councillor Mrs. K. Conroy
Councillor D. Farry
Councillor T.F. Forrest
Councillor J.E. Higgin
Councillor .A. Hodgson
Councillor B. Lamb
Councillor D.A. Newell

C.23/08

AREA 3 FORUM

RESOLVED : *That the Area 3 Forum comprises the following Members :*

(All Members representing the Fishburn & Old Trimdon, Sedgefield, New Trimdon & Trimdon Grange Wards, together with representatives from Town and Parish Councils and other organisations as appropriate)

Chairman : Councillor T. Ward

Vice-Chairman : Councillor J. Burton

Members : Councillor D.R. Brown
Councillor D. Chaytor
Councillor Mrs. L. Howvels
Councillor J. Robinson, J.P.
Plus vacancy

C.24/08

AREA 4 FORUM

RESOLVED : *That the Area 4 Forum comprises the following Members :*

(All Members representing the Byerley, Sunnydale and Thickley Wards, together with representatives from Town and Parish Councils and other organisations as appropriate)

Chairman : Councillor B. Stephens

Vice-Chairman : Councillor V. Chapman

Members : Councillor D.M. Hancock
Councillor G.M.R. Howe
Councillor J.G. Huntington
Councillor Ms. I. Jackson

C.25/08

AREA 5 FORUM

RESOLVED : *That the Area 5 Forum comprises the following Members :*

(All Members representing the Greenfield Middridge, Neville & Simpasure, Shafto St. Marys, West and Woodham Wards, together with representatives from Town and Parish Councils and other organisations as appropriate)

Chairman : Councillor Mrs. D. Bowman
Vice-Chairman : Councillor G.C. Gray

Members : Councillor W.M. Blenkinsopp
Councillor V. Crosby
Councillor Mrs. L. Cuthbertson
Councillor P. Gittins
Councillor Mrs. J. Gray
Councillor B. Haigh
Councillor Mrs. S. Haigh
Councillor Mrs. I. Hewitson
Councillor T. Hogan
Councillor Mrs. H.J. Hutchinson
Councillor Mrs. S.J. Iveson
Councillor Mrs. E.M. Paylor
Councillor A. Warburton

C.26/08

BOROUGH/PARISH RELATIONS WORKING PARTY

RESOLVED : *That the Borough/Parish Relations Working Party comprises the following Members :-*

Chairman: To be appointed at the first meeting of the Working Party

Vice Chairman: To be appointed at the first meeting of the Working Party

Members: Councillor Mrs. A.M. Armstrong
Councillor Mrs. K. Conroy
Councillor V. Crosby
Councillor Mrs. B. Graham
Councillor Mrs. L. Hovvels
Councillor A. Hodgson
Councillor J.G. Huntington
Councillor Mrs. H.J. Hutchinson
Councillor Mrs. S. J. Iveson
Councillor J.M. Khan

Councillor D.A. Newell
 Councillor J. Robinson, J.P.
 Councillor A. Smith
 Councillor W. Waters

Plus representatives of all Town and Parish Councils/Meetings.

C.27/08

REPRESENTATION ON OUTSIDE ORGANISATIONS 2008/2009

Consideration was given to a report of the Chief Executive in respect of representation on outside organisations. (For copy see file of Minutes)

RESOLVED : That representation on outside organisations for 2008/09 be as follows :

Strategic Leadership (Councillor Mrs. A.M. Armstrong)

Organisation	Additional Membership/ Substitution/Notes
Association of Councillors (Northern Branch)	
Association of North East Councils	Deputy Leader acting as substitute
Association of Public Service Excellence.	
County Durham Association of Local Authorities	Together with the Deputy Leader
Local Government Association (Assembly)	
Local Government Association (Rural Commission)	
Local Government Association Special Interest Group (New Towns)	
North East Regional Assembly	
North East Regional Assembly – Regional Development Forum	

Community Health Portfolio (Councillor Mrs. K. Conroy)

Organisation	Additional Membership/ Substitution/ Notes
Council for Age Concern (Durham County)	
North Regional Home Safety Council	
Sedgefield Partnership Board for Services to Vulnerable Adults	Substitute Councillor Mrs. A. M. Armstrong
Supporting People Cross Authority Members' Group	Together with Cabinet Members for Safer Communities (Councillor J.M. Khan) and Housing (Councillor W. Waters)

Leisure & Culture Portfolio (Councillor Mrs. B. Graham)

Organisation	Additional Membership/ Substitution/ Notes
Durham County Sports Association for the Disabled	
National Playing Fields Association (Northern Steering Committee)	
MLA North East	
North East Sport	
Northern Arts Local Authority Forum	
Northumbria Tourist Board (Local Authority Meeting)	
Sedgefield Arts and Recreation Community Association (Ceddesfeld Hall).	

Housing Portfolio (Councillor W. Waters)

Organisation	Additional Membership/ Substitution/ Notes
National Council for Housing and Planning (Regional Executive Committee)	Together with Cabinet Member for Social Regeneration & Partnership (Councillor V. Crosby)
Northern Housing Consortium Ltd	Appointed as 'observer'

Safer Communities Portfolio (Councillor J.M. Khan)

Organisation	Additional Membership/ Substitution/ Notes
Local Police/Public Consultative Committee	Together with Councillor G.C. Gray

Learning & Employment Portfolio (Councillor Mrs L. Hovvels)

Organisation	Additional Membership/ Substitution/ Notes
Aycliffe Learning Town Partnership	
County Durham Life Long Learning Partnership	

ITeC North East Limited	Together with Councillor D. Chaytor
Newton Aycliffe Town Centre Forum	Together with Councillor Mrs. J. Gray
Spennymoor Town Centre Forum	Together with Councillors A. Gray and A. Smith
Be Enterprising Franchising Co.	

Social Regeneration & Partnership Portfolio (Councillor V. Crosby)

Organisation	Additional Membership/ Substitution/ Notes
Coalfield Communities Campaign	Councillor Mrs. L. Hovvels acting as substitute)
Cornforth Partnership (Management Committee)	Together with Councillors A. Hodgson and T.D. Brimm
County Durham and Darlington SRB Programme Partnership Board	
County Durham Compact Implementation Group	
County Durham Strategic Partnership	
Fishburn Community Skill Centre Project	Together with Councillor T. Ward
Groundwork East Durham (Board)	Councillor A. Hodgson
Local Area Agreement Interim Board	
Sedgefield and District Advice and Information Service (Management Committee)	Together with Councillors B. F. Avery, J.P., G.C. Gray, J.M. Khan and Mrs. C. Potts
Sedgefield Borough Local Strategic Partnership	
Trimdon 2000 Partnership Steering Group	

Environment Portfolio (Councillor A. Hodgson)

Organisation	Additional Membership/ Substitution/ Notes
Institute of Solid Wastes Management	
Investigation of Air Pollution (Standing Conference)	
ENCAMS (Formerly Keep Britain Tidy Group)	Together with Cabinet Member for Social Regeneration & Partnership (Councillor V. Crosby)

National Society for Clean Air	Together with Cabinet Member for Social Regeneration & Partnership Councillor V. Crosby)
Sustainable Waste Management Strategy for County Durham Joint Steering Group	

Additional Representation

Organisation	Membership
Chilton Community College Association (Management Committee)	Councillors for the Chilton Ward (Councillors B.F. Avery, J.P., T.F. Forrest and Mrs. C. Potts)
County Durham and Tees Valley Strategic Health Authority (Strategic Alliances Group)	Cabinet Member for Community Health (Councillor Mrs. K. Conroy) Cabinet Member for Environment (Councillor A. Hodgson) acting as substitute as and when necessary.
County Durham E-Government Partnership Joint Committee	Councillor J.M. Khan with Councillor Mrs K. Conroy acting as substitute.
Durham County Councils Health Scrutiny Committee	Councillors A. Gray and Mrs. P. Crathorne
Durham County Overview and Scrutiny Member Network	Councillors J.E. Higgin and A. Gray
Durham Rural Community Council	Councillor A. Hodgson
Durham Tees Valley Airport Consultative Committee	Councillor J. Robinson, J.P.
Housing, Regeneration and Development Company – Shadow Board	Councillors Mrs. A.M. Armstrong and V. Crosby
Greenfield School (Newton Aycliffe) Shared Use Scheme (Management Committee)	Councillor Mrs. B. Graham
Joint Durham Councils Transport Scrutiny Review Group	Councillors J.E. Higgin and A. Gray
Joint Overview and Scrutiny Working Group (NEETS)	Councillor Mrs. P. Crathorne
Jubilee Fields Community Association	Councillor V. Chapman
Koolkash Management Board	Councillor Mrs. L. Hovvells Cabinet Member for Leisure and Culture (Councillor Mrs. B. Graham) and Councillor J. Robinson, J.P.
Locomotion Management Board	Cabinet Member for Leisure and Culture (Councillor Mrs. B. Graham)

	Cabinet Member for Social Regeneration and Partnership (Councillor V. Crosby) Director of Leisure Services Plus 3 Representatives of the National Railway Museum
Middlestone Moor Youth Centre Committee	Councillor C. Nelson
Nature Reserve Management Committee - Cow Plantation, Spennymoor	Councillor A. Smith
Newton Aycliffe Youth Centre (Management Committee)	Councillor G.C. Gray
North East Region Employers' Organisation	Councillors A. Gray and V. Crosby
North East Regional Employers Organisation – Member Development Forum	Councillor A. Gray
Northern Regional Brass Band Trust	Councillor W. Waters
Sedgefield Borough Twinning Association	Mayor Councillor J. Robinson, JP. (President of the Association) Councillors Mrs. D. Bowman, G.C. Gray, Mrs. L. Hovvels, Mrs. S.J. Iveson B. Lamb, and T. Ward
Spennymoor Youth and Community Association (Management Committee)	Councillor A. Gray
Trimdon Community College Association (Management Committee)	Councillors J. Burton, D. Chaytor and T. Ward

C.28/08

FREQUENCY OF MEETINGS 2008/2009

Consideration was given to a report of the Chief Executive regarding the programme of meetings for the 2008/09 Municipal Year. (For copy see file of Minutes).

RESOLVED : That Cabinet, Committees, Panels, Forums and Working Parties meet on the dates and times set out in the report for the Municipal Year 2008/09.

C.29/08

LOCAL GOVERNMENT REVIEW PROPOSALS - IMPLICATIONS - PROPOSED SINGLE TIER AREAS: PROTECTION OF HISTORIC TRADITIONS AND CEREMONIAL ARRANGEMENTS – UPDATE

N.B. In accordance with Section 81 of the Local Government Act 2000 and the Members Code of Conduct Councillors Mrs S.J. Iveson, J. Robinson JP, W.M. Blenkinsopp, Mrs D. Bowman, Mrs J. Gray, G.C. Gray, D. Farry, Mrs E.M. Wood, Mrs E. Maddison, and W. Waters declared an interest in this item. All Members referred to above remained in the meeting and took no part in the discussion and voting thereon.

Consideration was given to a report of the Chief Executive (for copy see file of Minutes) giving an update following the release of a discussion paper prepared by the Department of Communities and Local Government, containing proposals for the protection of ceremonial rights and privileges in areas affected by Local Government Reorganisation.

It was explained that secondary legislation and regulations were to be prepared to protect those rights and privileges. Cabinet had already approved a decision to inform the Department of Communities and Local Government and the County Council that Sedgefield Borough Council would seek to protect existing rights and privileges belonging to the Council following the grant of a Royal Charter in 1996.

- RESOLVED :**
- 1. That the Chief Executive of Durham County Council (in its capacity as Transitional Authority) be informed that Sedgefield Borough Council wishes to retain the privileges and rights belonging to the Council following the grant of a Royal Charter in 1996.*
 - 2. That the suggestion made by the DCLG , following consultation with Sedgefield Town Council, that the privileges and rights be transferred to Sedgefield Town Council be approved and the DCLG be requested to make appropriate regulations under the Local Government and Public Involvement in Health Act 2007 accordingly.*
 - 3. That the DCLG be informed of the Council's wishes.*

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

Item 5

REPORT TO COUNCIL

30TH JUNE 2008

REPORT OF DIRECTOR OF RESOURCES

Portfolio: STRATEGIC LEADERSHIP

STATEMENT OF ACCOUNTS (FOR YEAR ENDED 31ST MARCH 2008)

1. SUMMARY

This report deals with the statutory requirements set out in the Accounts and Audit Regulations 2003 for the production and publication of the Annual Statement of Accounts.

2. RECOMMENDATIONS

2.1 That the Statement of Accounts for the year ended 31st March 2008 be approved.

3. DETAIL

3.1 The Statement of Accounts is being presented to this Committee so that it can consider the content and their approval to Council. Any comments made by this committee will be conveyed to the Council when the Statement will be considered later today.

3.2 The Account and Audit Regulations 2003 require the Council to approve the Accounts of the Authority by no later than the 30th June, prior to their publication and the formal signing off by the District Auditor.

3.3 Following the audit of the Statement of Accounts, which has to be completed by no later than 30th September 2008, the District Auditor will submit a formal report on the Audit. If there are any material changes to the Statement of Accounts it will also be necessary for Council to re-approve the document.

3.4 Once the Audit has been completed the District Auditor will issue an Audit Certificate, on receipt of that document it is responsibility of the Director of Resources to publish the Statement of Accounts. In order to comply with this requirement apart from producing copies of the Statement, it will also be placed on the Council's website. In addition the Council will once again be preparing a "summary of the accounts" which will be distributed to all residents of the Borough as an insert in Inform.

3.5 The Statement of Accounts has been referred to the Audit Committee who will be reviewing the document at their meeting immediately before this meeting. Any comments and recommendations made by that Committee will be forwarded to this meeting.

3.6 Once again there have been a number of changes to the format of the accounts required to be made by the Statement of Recommended Practice 2007 [SORP] applicable to Local Authorities, details of these changes are shown in the appendix.

4. FINANCIAL IMPLICATIONS

4.1 Paragraphs 4.5 and 4.7 detail the outturn financial position for the two principal revenue accounts that the Council maintains:

- General Fund
- Housing Revenue Account

4.2 Para. 4.8 details the impact on the Council's level of revenue reserves of the outturn position on the revenue accounts.

4.3 Para. 4.9 details the outturn financial position on the Council's capital programme for both Housing Revenue Account and General Fund, how the programme has been financed and details the capital commitments into 2008/2009 that were approved by Cabinet on the 19th June 2008.

4.4 Cabinet Members are kept advised of the likely outturn position with regard to their portfolios' revenue and capital budgets during the financial year by way of quarterly budgetary control reports to Cabinet.

4.5 GENERAL FUND

(a) 2007 / 2008 Initial Plans

The Revenue Support Grant settlement was broadly in line with expectations. Notwithstanding that the Council faced some significant budget pressures not least that of pay inflation. Although the pay settlement effective from 1st April 2007 had not been agreed, an assumed 2.5% increase was built into the budgets. The effects in 2007/08 of implementing the Job Evaluation Agreement last year was also incorporated into the base budgets and the final stage of the stepped increases to the Council's contribution to the Pension Fund in accordance with the last Actuarial Valuation, also added a further 1.5% to the total pay bill. These factors represented a significant increase in the pay costs incurred by the Council

In addition a number of initiatives designed to build and maintain strong cohesive communities in order to tackle deprivation and social exclusion that had relied on external finance streams came to a close in March 2008. Account was therefore made of the fall out of grant support in this important area.

Fuel price inflation will also significantly add to costs particularly in the areas of high-energy use for example, the leisure centres.

The Council approved a net budget requirement for 2007/08 of £14,618,060 after a use of balances of £700,000, which represents a net increase in spending of £572,580 or 4.1%. The gross budget requirement was subsequently increased by £60,000 to take into account additional anticipated costs associated with Local Government reorganisation in County Durham were to be funded from balances.

Careful planning of the budget meant that the commitment made in the Medium Term Financial Plan to restrict the council tax increase to 3% was delivered in 2007/2008.

(b) 2007 / 2008 Actual Position

The quarterly reporting of each portfolio's spending performance and probable outturn position to Cabinet and Strategic Working Groups has ensured that effective budgetary control has been achieved during 2007/2008.

The financial outturn position on the General Fund has improved considerably throughout 2007/2008, primarily as a result of the following items: -

- Salaries and Wages costs amount to approximately 30% of the gross spend on the Council's General Fund services, and as a consequence the relevant budgets are monitored very closely on a monthly basis. The Council set a savings target of £385,000 equivalent to a turnover rate of 4% for 2007/08. Actual outturn was considerably higher than predicted with a turnover rate of approximately 8%.
- Depending upon where staffing vacancies fell there has been a need to seek the appointment of agency staff; use of overtime or honoraria payments where it has been difficult to recruit a replacement to ensure continuity of service delivery in key service areas.
- During the year some of the volatile income budgets have been closely monitored to ensure material changes were identified at an early stage and corrective action taken to mitigate the shortfall of income. Overall income from these sources fell by £230,000. In the case of Leisure Centre income, operating costs were reduced accordingly.
- There was a small increase in investment income received over and above that predicted when the Budgets were set even after taking account of lower interest rates and impaired cashflow net of recharges to the housing revenue account mainly as a consequence of delays in the sale of some assets.
- There has also been a general underspend across all budget areas within all Portfolios particularly on operating costs

A summary of the outturn on the Council's General Fund is shown in the table below: -

<i>Portfolio</i>	<i>What we Spent 2007/2008</i>		
	<i>Revised Budget £000</i>	<i>Actual Spend £000</i>	<i>(Under-spend) Overspend £000</i>
Strategic Leadership*	(4,936)	(4,9100	26
Healthy Borough			
- <i>Community Health</i>	162	162	-
- <i>Leisure & Culture</i>	4,002	3,963	(39)
Strong Communities			
- <i>Housing</i>	2,144	2,214	70
- <i>Safer Communities</i>	927	1,067	140
Prosperous Borough			
- <i>Learning & Employment</i>	816	933	(117)
- <i>Social Regeneration & Partnership</i>	6,205	6,009	(196)
Attractive Borough			
- <i>Environment</i>	5,623	5,276	(347)
- <i>Planning & Development</i>	455	440	(15)
Other Savings	(20)	-	20
Budget Requirement	15,378	15,154	(224)
(Use of) / Contribution to Balances	(760)	(536)	224
Budget Requirement	14,618	14,618	-

* The Strategic Leadership Portfolio shows a credit budget and actual spend as it includes internal recharges to frontline services in respect of support services and capital accounting charges

The above table is shown on a non Financial Reporting Standard 17 basis.

The budgets for 2007/2008 have been fully revised to take account of the full reallocation of corporate support services and asset charges fully recharged to service areas.

As a result of the favourable outturn position on the General Fund the Council has only been required to use £536,000 of the Budget Support Fund as opposed to the budgeted use of balances of £760,000.

A detailed summary of the movements in the levels of all of the Council's Reserves is shown in paragraph 4.8.

Training and Employment Services

The initial budget prepared for 2007/2008 forecast that the Training Services account would make an operating loss of about £33,000 [excluding asset charges] by the 31st March 2008. As a consequence of significantly higher levels of income mainly generated by contracts with Job Centre Plus together with a prudent approach to spending on operating costs and savings on staffing costs, an overall surplus for the year amounted to approximately £119,000.

4.6 Revenue Provisions In to 2008/2009

In view of the Council's favourable outturn position, I have made provision in the 2007/2008 Accounts to carry forward unused resources for specifically identified purposes amounting to £617,270 into the current year to meet specific needs identified within the Budget and Policy Framework. This action is in line with the Financial Regulations.

Details of the provisions made in respect of the General Fund are as follows: -

	£
<i>Organisational Training & Development Initiatives</i>	13,250
<i>Equality and Diversity Self Assessment</i>	7,900
<i>Aycliffe Town Centre – Legal Fees</i>	5,000
<i>Local Development Framework - Initiatives</i>	25,730
<i>Local Strategic Partnership - Initiatives</i>	83,000
<i>Upgrade to Council Tax software</i>	15,000
<i>Leisure Centre Fitness suite promotion</i>	8,000
<i>Community Economic Appraisals</i>	69,390
<i>LGR and Transition Plan</i>	380,000
<i>Community Investment Fund</i>	10,000
Total Revenue Provisions	617,270

The Council has received grant funding in respect of specific initiatives that was unspent at the 31st March 2008 amounting to £641,900. The budget framework already assumes that some of this grant funding will be utilised in 2008/2009, however if the specific programmes do not need all of the funds in the current financial year unspent resources will either be rolled forward into later years to meet specific requirements of the relevant initiatives or amalgamated into the Budget Support Fund depending upon the budget framework requirements of the new Unitary Council.

During 2006/2007 an offer was made to those employees who had lodged an equal pay claim against the Council in full and final settlement. The offer was subsequently rejected and following consultation with the employees unions further equal pay claims have been submitted. A provision of £773,000 has been provided for equalling the cost of the initial offer, all of which would fall against the Housing Revenue Account and this is being met from HRA balances. As at 31st March 2008 no settlement has been reached

	£000
General Fund	
<i>Planning Delivery Grant</i>	82,350
<i>Children's Fund</i>	4,910
<i>Local Enterprise Growth Initiative</i>	61,000
<i>LPSA – Cost Efficiency Grant</i>	93,540
<i>DEFRA - Waste Management & Efficiency Grant</i>	35,980
<i>D o H – Smoke free Legislation</i>	25,000
<i>D o H – Communities for Health</i>	217,030
<i>DWP - Local Housing Allowance</i>	6,240
<i>DOT – Concessionary Fares</i>	80,400
<i>DWP – Employment Support Allowance</i>	35,450
Total Grant Provisions	641,900

4.7 HOUSING REVENUE ACCOUNT

(a) 2007/2008 Initial Plans

The funding of the Council's Housing Revenue Account (HRA) is very much driven by the Government. The Housing Subsidy System provides the resources for the funding of Council Housing throughout the country, via the annual Housing Subsidy Settlement. The Government via its Rent Restructuring methodology also controls the Council's annual rent increases. The Housing Subsidy and Rent Restructuring System have undergone major methodology changes over recent years and this has had a significant impact on the Council's HRA.

The 2007/08 Housing Subsidy settlement left the Council's HRA worse off. In terms of spending allowances for Management and Maintenance increased in excess of inflation by 3.97% and 4.34% respectively. In addition the Council's Major Repairs Allowance, which is used to finance the Council Housing Capital Programme, has been increased by 3.1%, which gives a grant figure of £5.061M for 2007/08, after accounting for adjustments in respect of falling stock numbers.

The continued implementation of the Government's Rent Restructuring methodology will lead to substantial rent increases for most of our tenants over the next few years so that full convergence with housing association rents can be achieved by 2012.

In overall terms, the Housing Subsidy Settlement has effectively left the Council's HRA in the position of having no additional resources available to fund inflationary pressures or committed service growth in 2007/08. The HRA remains in a negative subsidy position and indeed this has worsened under the new proposals. In 2006/07, £2.73M was paid over to the Government and it was forecast to increase to around £3.34M in 2007/08. So in effect £610,000 of the additional rent increase to be raised this year will be transferred to the Government to assist with social housing in other parts of the country.

The HRA faced inflationary pressures in respect of pay costs, pensions and energy costs.

There also had been some major changes in the funding of the Council's Carelink Service for 2007/08. Supporting People Grant has been withdrawn for Sheltered Housing Warden Services, and a new contract for the provision of Alarm Monitoring and Mobile Response Services within this Borough, Wear Valley and Teesdale was awarded to this Council at an annual contract value of £1.4m.

However, there has been a significant impact on the Council's HRA, as a result of the withdrawal of Supporting People funding for the Sheltered Housing Warden Service. This resulted in an additional call on the HRA Budget of around £300,000.

The poor Subsidy settlement left the HRA needing to make significant savings of around £400,000 in order to balance the Budget. The savings were achieved mainly through reduced revenue contributions to the capital programme, which have been replaced by use of Regeneration Capital Receipts, under the affordable Housing definition, in order to maintain and indeed enhance the capital programme budget for 2007/08. Significant efficiency savings were also achieved in respect of the Housing Maintenance Budget and small savings were also made on Housing Management Budgets and a reduction in the HRA Contingency Sum.

Budgeted spending on Housing Revenue Account services amounted to £30.085m. This included funding of £6.698m towards the Housing Capital programme in respect of the Major Repairs Allowance Grant from the Government of £5.061m (which is accounted for through the HRA) and Direct Revenue Support from rents totalling £1.637m.

Included in the spending total above is a payment of £3.34m, which will be made to the DCLG and used by the Government to support national housing priorities. This was an increase of £610,000 over 2006/07.

The increase in Housing Rents was in line with the Government guideline of 4.1% + £2 adjustment for rent restructuring. This had the impact of increasing the average base rent, prior to the rent restructuring adjustment, by £2.20 per week over 47 weeks. However very many tenants will face an additional adjustment of up to £2.00 towards target rents and overall the average rent increase on the Housing Revenue Account was 5%.

(b) 2007/2008 Actual Position

The approved budget for 2007/08 assumed that the HRA would require the use of £100,000 from Balances to support the Service Improvement Plan. Cabinet in June approved a further use of HRA balances of £60,000 to fund the review of the Council's Stock Option appraisal. A further use of HRA reserves amounting to £411,000 was approved for initial works in respect of the potential stock transfer and £300,000 was allocated to clear the backlog of Disabled persons Adaptations.

In addition HRA balances of £843,000 were used to fund the HRA capital programme.

The outturn position to the 31st March 2008 is a use of HRA reserves of £1,949,000 compared to a revised budget use of £1,714,000.

Details of which are shown in the following table: -

	What We Spent 2007/2008		
	Planned £000	Actual £000	(Under- spend) Overspend £000
Income			
<i>House Rents Net of Voids and Bad Debts</i>	22,465	22,507	(42)
<i>Other Rents</i>	915	890	25
<i>Government Subsidies</i>	16	16	-
<i>Other Contributions and Charges</i>	4,879	4,899	(20)
<i>Mortgage Interest & Investment Income</i>	96	108	(12)
Total Income	28,371	28,420	(49)
Expenditure			
<i>Management Costs</i>	11,184	11,658	474
<i>Maintenance Costs</i>	6,675	6,793	118
<i>Stock options and transfer Expenses</i>	471	261	(210)
<i>Capital Financing</i>	5,935	5,926	(9)
<i>Revenue Contribution to Capital #</i>	2,480	2,270	(210)
<i>Negative Subsidy Payable</i>	3,340	3,461	121
Total Expenditure	30,085	30,369	284
Contribution from HRA Balances	1,714	1,949	235

#includes £843,000 support to the HRA capital programme from HRA balances

The significant change in the outturn projection relates to a number of specific items:

- Costs associated with the Stock Transfer of £196,000 were incurred by 31st March 2008. The 2008/09 HRA budget assumed all spend would fall in that year and the budget was prepared on that basis. As a consequence savings of £196,000 will now be made in 2008/09. In the event of a no vote 40% of the £411,000 will fall to be met by the General Fund.
- The main features that account for the additional use of balances to those outlined above relate to the pension costs incurred by the HRA in respect of the TUPE transfer of staff to the Housing Partner for maintenance and capital works. Total costs of approximately £750,000 were incurred in respect of the transfer of the pension liability with 50% being reimbursed by the Housing partner.
 - Some additional costs were also incurred in connection with set up costs for the new contracting arrangements.
 - In summary, the use of balances is higher than originally planned however some of these costs were anticipated to fall as a charge against the 2008/09 HRA budget. These costs will not now be incurred in the current year and it is anticipated that a sum equal to the early costs incurred will be returned to balances by the end of the financial year 2008/09. If these costs are removed from the comparison then the HRA would have shown a saving of £336,000 in 2007-2008.

Other factors to take into account in considering the outturn financial position are: -

- Overall net Rental income was approximately £43,000 higher than original budget forecasts as a consequence of lower than anticipated Right to Buy Sales, rental loss from void properties is also down as a result of quicker turn round times on changes in tenancy and improved maintenance performance.
- As a consequence of “credit crunch” interest rates remained much higher during the latter part of 2007-2008 than was expected; this was tempered by lower investment returns due to delays in the sale of some assets and the reduced levels of RTB sales. Overall level of interest receivable in the HRA has increased.
- A significant proportion of the costs of providing the Housing Service are employee based. Each vacant post has been assessed to determine the likely date by which they will be filled and the overall impact on costs. Overall there were savings amounting to approximately £56,000 in 2007-2008.
- The repairs and maintenance budget has been adjusted to reflect the declining recovery rates in respect of rechargeable housing repairs.
- None of the contingency sum was required in 2007/08.
- It was originally planned to use £2.48m from revenue to support the Housing capital programme. The outturn requirement of £2.27m is a result of some of the spend charged initially to capital not meeting the specific definition of capital spend (such as environmental works) and consequentially it was transferred into revenue with the revenue support to capital being reduced pro rata. This adjustment partly accounts for the overspend on maintenance costs, which before the inclusion of the environmental maintenance works was showing an underspend against approved budget.
- The amount of subsidy payable to the Government increased by £121,000 to £3,461,000. Whilst overall costs in respect of managing the HRA debt portfolio fell it meant that the surplus on the notional subsidy HRA subsequently increased leading to the increased repayment.

4.8 RESERVES

The following statement sets out the actual position in respect of the level of reserves and balances available to the Council as at the 31st March 2008. The overall level of resources available to the Council has fallen by £2.761m compared to the balances as at 31st March 2007. The use of General Fund reserves is broadly in line with the expectations used when the 2007/2008 budgets were approved in February 2007.

		<i>Balances at</i>	
		<i>31/3/2007</i>	<i>31/3/2008</i>
		<i>£000</i>	<i>£000</i>
General Fund			
<i>Earmarked Reserves</i>			
	<i>Budget Support Fund</i>	1,444	908
	<i>Insurance Fund</i>	1,231	1,181
	<i>Economic Development Fund</i>	103	77
	<i>LABGI – Economic Growth Fund</i>	558	554
	<i>Asset Management Fund</i>	402	302
	<i>Private Sector Housing Fund</i>	203	103
	<i>Training Services Fund</i>	445	564
	<i>Youth Development Fund</i>	64	36
	<i>MRP (Debt Repayment) Fund</i>	256	106
	<i>Building Control Fund</i>	14	11
	<i>Other Earmarked Funds</i>	65	131
		4,785	3,973
<i>Non-Earmarked Reserves</i>			
	<i>General Reserves</i>	2,240	2,240
Housing Revenue Account			
	<i>HRA Working Balance</i>	3,382	1,433
	Total Reserves	10,407	7,646

The purposes for which the main reserves are held are detailed below: -

Budget Support Fund

This was set up to provide support to the General Fund to allow spending levels to be adjusted over the medium term. The Medium Term Financial Plan 2006-2009 [MTFP] anticipated that by the end of 2008/2009 all of the fund will have been utilised. As a result of the much smaller use of the Fund during 2007/2008, it is now anticipated that there will be a balance on the Fund at the end of the 2008/2009 financial year.

Insurance Fund

Established to cover the Council's self-insured risks. Whilst the revised balance will fall as claims continue to be met, the current level of funding is regarded as satisfactory in the medium term.

Economic Development Fund

Set up to provide incentives to industry. Whilst it has lasted much longer than initially anticipated, there are ongoing commitments against the fund and it is expected that as a consequence of no external grant funding being available to support the incentives programme, the fund will be fully utilised by 31st March 2009.

LABGI – Economic Growth Funds

These were set up using LABGI grant received during the last two years and are to be used to assist the Council to promote a range of initiatives to increase the economic base within the Borough. It is anticipated that by the end of 2008/2009 all of the funds will have been utilised.

Asset Management Fund

This fund is available to provide support to meet the Council's commitments under the Asset Management Plan. The MTFP anticipates that by the end of 2008/2009 all of the fund will have been utilised.

Private Sector Housing Fund

This fund was established some years ago, when Housing Association loans were repaid, to provide support to private sector housing regeneration initiatives. The MTFP anticipates that by the end of 2008/2009 all of the fund will have been utilised.

Training and Employment Services

This Fund is used to support the Council's training schemes, which have provided training opportunities to thousands of people over many years. The level of the fund is down to the activities of the training services and any surpluses or deficits directly affect its level.

Youth Development Fund

This Fund is used to support projects aimed at developing the skills and talents of young people in Sedgefield Borough. This will provide significant additional funds to support 'KoolKash' initiatives and is in line with the outcome from the review of Children and Young People.

Other Earmarked Funds

This covers a range of small balances, and funds that are used for technical accounting purposes.

General Reserve

The balance on this reserve represents around 15% of net revenue spending, which is well above the minimum level advised by the Audit Commission of 5%. However, the Council has always held a significant reserve reflecting its tradition of being an active Council, prepared to respond to new initiatives and it considers the level of balances to be adequate and appropriate for this authority and a balance of £2m is regarded as a target to be maintained in the medium term. In the event of a no vote by the Housing Tenants in respect of the Stock Transfer vote some of the costs associated with the pre ballot preparations will fall on to the General Fund. To this end £164,000 of the General Fund reserve will be earmarked to pay for this eventuality.

Housing Revenue Account

Balances have been built up over the last few years primarily as a result of buoyant capital receipts being generated, which have been used to finance capital expenditure rather than using revenue resources that are under pressure from the need to repay subsidy.

Collection Fund

The Council, as billing authority, maintains the Collection Fund accounts in respect of all the precepting authorities within Sedgefield Borough. Surpluses and / or losses on the Fund have to be used to support future Council Tax bills.

During December 2007 the Council is required to estimate the likely surplus or deficit on the Collection Fund and advise the Principal Precepting Authorities of their share that has to be paid out during 2008/2009, that surplus was estimated at £694,900. As at the 31st March 2008 there was an accumulated surplus on the Fund of only £404,000. Whilst a higher level of funds has been distributed than is currently being held the shortfall will be collected during 2008/2009.

Sedgefield Borough Council utilised £157,000 of the assumed surplus to set its own level of Council Tax in 2008/2009 whilst the actual share of the Collection Fund balance at 31st March 2008 was £91,500.

4.9 CAPITAL INVESTMENT & FINANCE

(a) Capital Investment in Sedgefield Borough 2007/2008

In preparing the Council's Capital Budgets for 2007/2008 account had to be taken of the resources available to the Council in the form of Government grants and allocations such as the Major Repairs Allowance, Supported Borrowing Approvals and the Council's own capital resources such as usable capital receipts, revenue contributions and accumulated reserves.

The approved net spending target for 2007/2008 was subsequently set at £20m with £5.36m set aside for General Fund Services, £8.4m for Council Housing Services and £6.24m for Major Regeneration Initiatives to be funded from Housing Land Capital Receipts.

Taking into account additional external funding secured during the year, brought forward commitments and approved changes for additional schemes (such as the Neighbourhood Enhancement Programme) the total gross spending target was £25.949m with £8.603m for General Fund, £8.669m for Council Housing and £8.677m for Major Regeneration Initiatives.

The figures in the tables below detail the actual gross and net capital expenditure in 2007/2008 in respect of the General Fund, Council Housing and Major Regeneration Programmes. The net spend shown is after the deduction of any external capital grants and contributions received during the year and therefore represents the expenditure to be financed from the Council's own resources and Government allocations built into the base budget such as the Major Repairs Allowance and Supported Borrowing Allocations.

(b) General Fund Services

The final outturn position on the 2007/2008 General Fund Capital Programme (including the Major Regeneration Programme) can be summarised as follows: -

Portfolio	Net Capital Programme Budget £000	Gross Capital Programme Budget £000	Actual Gross Spend* £000	Less Capital Grants and Contributions £000	Actual Net Spend To Finance £000
Strategic Leadership					
ICT and E-Government	1,218	1,218	844	(12)	832
Green Lane	100	100	55	-	55
Chilton Depot	86	86	55	-	55
Healthy Borough					
Community Health	84	84	87	-	87
Leisure and Culture	1,874	2,084	721	(122)	599
Prosperous Borough					
Social Regeneration	951	1,116	748	(294)	454
Learning and Employment	362	874	795	(410)	385
Major Regeneration	8,677	8,677	4,865	-	4,865
Attractive Borough					
Environment	48	123	142	(76)	66
Planning and Development	157	211	201	(38)	163
Strong Communities					
Housing (Private Sector)	2,418	2,418	1,585	(1,485)	100
Safer Communities	131	169	120	(69)	51
Contingency	120	120	-	-	-
TOTAL	16,266	17,280	10,218	(2,506)	7,712

* Net of de minimus spend transferred to revenue

The variances from the approved programme can be attributed to a number of reasons:

- Where capital schemes are funded through external agencies, such as the Single Capital Pot these resources must be spent first as in most instances if the resources are not defrayed within the year they have to be repaid.
- Delays in the commencement or completion of a number of schemes on the Social Regeneration and Major Regeneration Initiatives Capital Programme mainly in respect of LIP projects, Cobbler's Hall redevelopment and the Arts Resource Centre.
- A number of ICT capital projects were delayed or did not go ahead as planned during the year due to the uncertainties regarding the Local Government Reorganisation.
- Leisure & Culture have overspent on the overall control total for this portfolio. This is partly as a result of additional costs on some of the projects and additional approved schemes being brought into the programme.

- The Council has again been successful in securing additional grants and contributions from external sources to support its capital investment. The amounts to be financed from the Council's own resources were therefore lower than anticipated.

c) Housing Services

The Housing Investment Programme (H.I.P.) provides, in the main, for the revitalisation of the Council's dwellings and associated land and infrastructure. The significant areas of the Programme in 2007/2008 were all designed to help the Council achieve the Government's Decent Homes standard, including:

- *Continuation of Kitchen and Bathroom Improvement Programme where the tenant has significant choice in the new facilities installed in their homes.*
- *Continuation of a programme to renewing inefficient central heating systems in all Council dwellings.*
- *Continuation of a programme to renew roofing on all Council dwellings along with the continuation of a programme of structural repairs and the replacement of dilapidated external components on Council dwellings*
- *Other works, including the works to sheltered housing schemes, fencing and landscaping works and works to Council owned shops.*

The outturn position on the 2007/2008 Council Housing Capital Programme can be summarised as follows:

Scheme	Capital Programme Budget £000	Net Spend To Finance £000*
Council Dwellings		
<i>Tenant Led Improvements</i>	-	7
<i>Kitchen and Bathroom Improvements</i>	1,000	1,673
<i>Bathroom Replacements</i>	440	239
<i>Structural Repairs</i>	-	155
<i>Central Heating</i>	3,950	3,979
<i>P.V.C.U. Doors / External Joinery</i>	-	112
<i>Re-roofing Works</i>	416	803
<i>Other Council Housing Works</i>	1,640	196
Other Works		
<i>Disabled Persons Adaptations</i>	80	71
<i>Council Shops</i>	20	11
<i>Sheltered Housing</i>	793	263
<i>Other Land and Buildings</i>	330	399
Total	8,669	7,908

Overall the Council spent £18.126m gross on the 2007/2008 Capital Programme against a gross spending target of £25.949m. The financing of the capital programme outturn is detailed in the section below.

(d) Capital Financing in 2007/2008

The following table sets out how the 2007/2008 Capital Programme was financed: -

	£000
Expenditure to Finance	
General Fund	10,219
HRA	7,907
Total	18,126
Financed By	
Major Repairs Allowance (MRA)	5,061
Capital Receipts	7,837
Capital Grants	2,171
Capital Contributions	353
Direct Revenue Financing	2,491
Supported Capital Expenditure	213
Total	18,126

(e) Capital Programme – Carry Forward to 2008/2009

The following table highlights the outstanding commitments on each portfolio's capital programme, which will need to be carried forward into 2008/2009 to meet on-going expenditure plans. These allocations are in addition to the already approved 2008/2009 capital programme and the 2008/2009 control totals will need to be adjusted accordingly: -

Portfolio / Capital Programme	Slippage & Savings / (Overspend) 2007/08 £000	Commitments/ Carry Forward To 2008/09 £000
Strategic Leadership		
ICT and E-Government	374	197
Green Lane	45	-
Chilton Depot	31	19
Healthy Borough		
Community Health	(4)	-
Leisure and Culture #	1,363	1,428
Prosperous Borough		
Social Regeneration	368	304
Learning and Employment	79	80
Major Regeneration	3,811	3,400
Attractive Borough		
Environment	(19)	-
Planning and Development	10	15
Strong Communities		
Housing (Private Sector)	833	830
Council Housing (HRA)	761	493
Safer Communities	50	48
TOTAL	7,702	6,814

Includes carry forward commitments financed from Capital contributions

(f) Usable Capital Receipts

As a consequence slippage and other savings on the 2007/2008 Capital Programme and the Capital Receipts generated during the year, the Council has Usable Capital Receipts available to finance future capital works, amounting to £10.978m as at 31st March 2008. In accordance with decisions taken by Council in July 2004, £9.32m of these Capital Receipts is being earmarked specifically for major regeneration and affordable housing schemes.

5. RESOURCE IMPLICATIONS

There are no further resource implications arising from this report.

6. CONSULTATIONS

Comprehensive consultation has previously been held during the construction of the 2007/2008 Budget Framework. This report does not contain any proposals or recommendations requiring further consultation.

7. OTHER MATERIAL CONSIDERATIONS

7.1 *Links to Corporate Objectives/Values*

The Council's Corporate Objectives and Values have guided the preparation of the 2007/2008 Budget Framework throughout. Resource availability has been fully re-assessed and directed to assist in achieving the Council's key priorities as set out in the Corporate Plan. Particular emphasis has been placed on the following Corporate Values: -

- *Be responsible with and accountable for public finances.*
- *Consult with service users, customers and partners.*

7.2 *Risk Management*

There have been no further risks identified other than those highlighted in the report to Council on the 27th February 2007.

7.3 *Health and Safety*

No additional implications have been identified.

7.4 *Equality and Diversity*

No material considerations have been identified.

7.5 *Legal and Constitutional*

The Budget Framework for 2007/2008 was prepared in accordance with the Council's Constitution. No other legal or constitutional implications have been identified.

8. OVERVIEW AND SCRUTINY IMPLICATIONS

Consultation and engagement with Overview and Scrutiny Committees has previously been held in development and review of the 2007/2008 Budget Framework.

Contact Officer: Alan Smith [Director of Resources]
Telephone No.: 01388-816166 ext. 7776
E-Mail Address: asmith@sedgefield.gov.uk

Ward: Not Ward specific
Key Decision: Validation

Background Papers:

- ~ Report to Council 27th February 2007 – Budget Framework 2007/2008.
- ~ Report to Council 5th July 2007 – Statement of Accounts 2006/07
- ~ Reports to Cabinet 27th September 2007- Revenue & Capital Budgetary Control Report – Position at 31st July 2007
- ~ Report to Cabinet 1st November 2007 – Interim Capital Programme Review 2007/08
- ~ Reports to Cabinet 22nd November 2007- Revenue & Capital Budgetary Control Report – Position at 30th September 2007
- ~ Reports to Cabinet 28th February 2008- Revenue & Capital Budgetary Control Report – Position at 31st January 2008
- ~ Reports to Cabinet 3rd March 2008- Revenue Budgetary Control Report – Position at 31st December 2008

Examination by Statutory Officers:

	Yes	Not Applicable
1. The report has been examined by the Council's Head of the Paid Service or his representative.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. The content has been examined by the Council's S.151 Officer or his representative.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Management Team has approved the report.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SUBSTANTIVE CHANGES INTRODUCED INTO THE 2007 SORP

In England the SORP is part of the 'proper practices' requirements governing the preparation of an authority's Statement of Accounts referred to in section 31 of the Local Government Act 2003. All authorities to which section 21 applies are required to prepare a Statement of Accounts by the Accounts and Audit Regulations and therefore have a statutory duty to comply with the SORP requirements.

The substantive changes introduced into the 2007 SORP that impact on Sedgefield borough are: -

- The replacement of the fixed asset restatement account and capital financing account by a revaluation reserve and capital adjustment account.
- Some new disclosures in respect of Local Area Agreement grant
- New disclosure requirements in respect of financial instruments, which includes loans and receivables and an assessment in respect of their fair value.

The above features have been factored into the Statement of the Accounts and where applicable corresponding figures for 2006/07 have been recast. The details of how the changes have impacted on the council's net worth are shown in Paragraph 7 of the statement of accounting practices on pages 28 and 29.

The new disclosure notes have been incorporated into the document with full details in respect of the financial instruments disclosures shown in pages 59-64

Item 6

REPORT TO COUNCIL

30 JUNE 2008

REPORT OF THE CHIEF EXECUTIVE

All Portfolios

LOCAL GOVERNMENT REORGANISATION: - SEDGFIELD BOROUGH COUNCIL'S TRANSITION PLAN 2008/2009

1 SUMMARY

- 1.1 This report outlines revisions to the Council's Transition Plan that was approved by Full Council in January 2008, and recommends that this revised Plan be endorsed as the Council's Corporate Plan for its final year of operation.
- 1.2 The Council's 2007/2008 performance against national Best Value Performance Indicators and a statement on contracts that have involved the transfer of staff are appended to the Transition Plan, enabling the Council to meet the statutory requirement to publish such information.
- 1.3 The revised Transition Plan is attached at Appendix 1.

2 RECOMMENDATIONS

It is recommended that the Council...

- 2.1 Adopts the revised Transition Plan as its Corporate Plan for 2008/2009.

3 TRANSITION PLAN 2008-2009

Background

- 3.1 The Council's approved Corporate Planning Framework commits it to the development of a three-year Corporate Plan, refreshed annually, and approved by Full Council. The Corporate Plan quantifies the Council's contribution to the shared vision for the Borough set out in the Community Strategy 2004-2014 by setting out its ambitions and priorities for the mid-term at a strategic and tactical level within the context of the local partnership landscape. It also outlines how the Council will meet its national performance targets and how it will continue to progress towards organisational excellence.
- 3.2 The Corporate Plan is supported by five delivery plans, one for each of the Council's ambitions (Healthy, Prosperous, Attractive and Strong Communities) and another for its organisational governance. Progress towards these plans is monitored by the

- Council's Strategic Working Groups and Overview and Scrutiny Committees.
- 3.3 Detailed information on service facilitation and delivery is set out in a range of supporting strategies and plans, including a set of three-year Service Plans, which are owned and monitored at service, directorate and portfolio levels.
- 3.4 A Medium-Term Financial Plan (MTFP) is developed in parallel to the Corporate Plan and defines both the resources available to deliver priorities and how they will be deployed. An Organisational Development Plan (ODP) complements and enhances the financial resources identified within the MTFP by ensuring that the Council has...*"the right people, in the right place, with the right skills at the right time"*.
- 3.5 In line with freedoms and flexibilities allocated to Councils rated 'Good' or 'Excellent' through the Comprehensive Performance Assessment, the Corporate Plan has in recent years served as the Council's statutory Best Value Performance Plan, and had to be published by 30 June annually.
- 3.6 Part 7 of the Local Government and Public Involvement in Health Act 2007 amends the duty of Best Value, removing the requirement to undertake best value reviews, measure and report best value performance indicators (BVPIs) – now replaced by the new National Indicator Set – and publish a best value performance plan (BVPP). However two statutory elements required of a BVPP remain – reporting the outturn of the past year's performance against BVPIs and the publication of a statement certifying contracts entered into the past year that have involved the transfer of staff.
- 3.7 The decision to implement unitary local government within County Durham means that this Council will be abolished in April 2009. This has necessitated significant changes to corporate planning arrangements in order to facilitate a successful transition to the new arrangements.
- 3.8 Accordingly, the Council approved in January 2008 a Transition Plan for Local Government Reorganisation, as an amendment to its Corporate Plan. The Transition Plan rationalised the Council's priorities, set out clearly the arrangements for the management of the authority up to the handover period and how the Council would participate in the development of the new authority.
- 3.9 Within such an intensive process however, the pace of change is significant, and it has now become necessary to revise the Transition Plan to reflect progress in the developments of the new authority and the refinement of the Council's priorities and capital programme commitments over the last six months. Furthermore, an annual review of progress is a cornerstone of the Council's corporate planning framework, and is no less essential this year – a robust assessment of performance and expenditure will inform the approach of the new authority.
- 3.10 In the light of the above requirements and drivers, the Corporate Plan 2007-2010 and the Transition Plan approved in January 2008 have been reviewed and the two have been consolidated in a single revised Transition Plan for the Council's final year. The requirement to publish 2007/2008 BVPI performance and a statement on contracts will be met by appending these documents to the published Plan.

- 3.11 It is recommended that this revised Transition Plan become in effect the Council's Corporate Plan for the final year.

Development process

- 3.12 Corporate Plan development has in recent years been comprised of extensive desktop analysis supplemented by a series of workshop sessions with Management Team, Heads of Service and senior managers from across the Council to...
- Consider community statistics, local views and the strategic and partnership context
 - Review performance in the previous period against targets
 - Review progress against key actions and identify the Council's key achievements
 - Review the Council's aims, objectives, priorities and targets
 - Identify key activity for the next period to improve performance
- 3.13 Planning for the transition to the new authority built on this process by reviewing the Corporate Plan 2007-2010 and its supporting plans, the Council's capital programmes and the Council's partnership database to develop a comprehensive and prioritised list of programmes and projects to be completed before April 2009. This work involved some element of rationalisation and 'mopping up', as it became clear that some initiatives were no longer be relevant or deliverable within the transition period. Equally, some long-term commitments and issues to be explored were brought forward for resolution in the short-term, such as community transfer of assets.
- 3.14 The Transition Plan states that the key priorities for the Council in the handover period are to ensure service standards are maintained, that employees are fully supported through the change process, and that priority commitments are honoured where practicable, so that the legacy of the Council is positive.
- 3.15 Whilst the aims and objectives identified in the Corporate Plan 2007-2010 and the first Transition Plan remain valid, the pace of change over the last six months has made it necessary to update the Plan in order to articulate revised priorities and approaches. This has been done through discussions with Directors, Heads of Services and Project Leads identified in the first iteration of the Transition Plan.

Structure of the Plan

- 3.16 The revised Transition Plan is structured in the same way as the first iteration and as past Corporate Plans, comprising a backwards look at performance over the last year and a forward look to the current year, with specific sections on the development of the new authority and key projects to be taken forward during the life of this Council.

Key changes from first Transition Plan

- The plan has been updated to reflect changes to the countywide change programme driving the development of the new authority and developments since December 2007
- A review of performance in 2007/2008 has been included, together with a progress update on key interventions outlined in the 2007-2010 Corporate Plan
- The key projects section has been refined in line with developments since December 2007
- The financial plan section has been updated to reflect progress since January 2008, including the revised capital programme
- The risk section has been updated by Management Team
- A full breakdown of performance against national Best Value Performance Indicators has been appended, to meet statutory requirements
- A Statement on Workforce Matters has been appended, to meet statutory requirements

Implementation

- 3.17 It was agreed by Council that the Transition Plan would be delivered in line with Managing Strategic Programmes (MSP) and PRINCE2 principles, dovetailing with the countywide approach, in which a number of members and officers from across the Council are participating.
- 3.18 Management Team has acted as the Transition Programme Board under this framework, with officers nominated by the Council to attend workstreams of the countywide change programme meeting regularly to discuss emerging issues and reporting to Management Team as appropriate. In addition Management Team receives frequent highlight reports from the Key Project Leads.

Business as usual

- 3.19 Outside of this transition programme, business as usual will continue. Service standards must be preserved as far as practicable against a background of increased employee turnover, a moratorium on recruitment, a possible drop in morale and the ongoing development of new delivery arrangements involving the time or secondment of key officers.
- 3.20 Performance will be closely monitored for early warning signs of deterioration. Cabinet and Management Team will continue to receive performance and budgetary updates via a quarterly, composite, exception report. Quarterly reports will also be made available to Overview and Scrutiny Committees.

Communicating the Transition Plan

- 3.21 Once approved by Full Council, the Transition Plan and its supporting documents will be made available on the Council's website and its intranet.
- 3.22 Hard copies will be made available in key public buildings, and on request. In addition, copies of the Plan will be distributed to all members, Management Team and Heads of

Service, key partners, the Audit Commission and Government Office for the North East.

- 3.23 Each Head of Service will be briefed on the content of the revised Plan and any resulting changes required at a service planning level.
- 3.24 To communicate key information to local people, as in previous years the Council will prepare an Annual Report in Plain English, summarising key achievements in the last year and outlining future plans. The Annual Report will also provide a summary of the Annual Accounts Statement.

4 RESOURCE IMPLICATIONS

Financial

- 4.1 The rationalisation of initiatives, programmes and projects, together with the restructuring necessitated by staff turnover, have resulted in financial savings that in turn have been used to support performance and employee development.
- 4.2 The Council's Budget and Capital Programme have been revised to meet Transition Plan objectives; this is detailed in the body of the Plan.
- 4.3 Costs will be incurred in printing the required number of copies of the Transition Plan. Such costs can be met from approved budgets.

Human Resources

- 4.4 In the lead up to LGR it will continue to be necessary to carefully monitor the Council's existing staffing levels and structures using vacancy protocols recently agreed by Management Team. These protocols ensure that resources are aligned to the tasks of delivering day-to-day services, managing transition projects and ensuring full and meaningful participation in the development of the new unitary council
- 4.5 Furthermore, to ensure that all employees are supported throughout the transition process, their development needs have been assessed against the demands of the Council's Transition Plan and additional funds have been secured and other funds have been carried forward to meet these enhanced needs.
- 4.6 A series of employee communication briefings has also been arranged to ensure that all employees are fully aware of the impact that the transition plan is having upon them.

5 CONSULTATIONS

- 5.1 Management Team and officers involved leading key projects have been consulted in the preparation of this Transition Plan.

- 5.2 Once agreed, a Team Brief on the Plan will be circulated to all employees. A Transition Plan internet site has been developed that will include regular updates on all projects and workstreams.

6 OTHER MATERIAL CONSIDERATIONS

6.1 Legal and Constitutional implications

The approval of the revised Transition Plan will result in no new legal or constitutional implications.

6.2 Risk Management

Local Government Reorganisation is the principal strategic risk to the Council and its services. The Transition Plan provides a means of mitigating the risks posed by reorganisation to community needs, performance levels and employees. Work on transition risks is shared with the LGR programme office and also monitored through this channel.

6.3 Value for Money

The Transition Plan provides a clear focus for activity in the transition period and eliminates unnecessary action and expenditure.

6.4 Sustainability

The Transition Plan includes actions designed to promote the long-term wellbeing and sustainability of local communities.

6.5 Information Technology

ICT integration will be key to the development of a new authority and will be considered as part of the transition programme.

6.6 Human Rights

This report and its resulting actions are fully compatible with the Human Rights Act 1998.

6.7 Equality and Diversity

The Impact Needs and Requirement Assessment (INRA) programme has been re-profiled to ensure that it supports the Transition Plan rather than diverts resource from it.

6.8 Social Inclusion

The Transition Plan will promote social inclusion by including actions to better articulate community needs and priorities and to boost community involvement.

6.9 Neighbourhoods

The Transition Plan will promote neighbourhood working by including actions to better articulate community needs and priorities and to boost community involvement.

6.10 Children and Young People

'Supporting young people and families' is identified as an objective within the Council's Improved Public Health aim. The Transition Plan continues provision for the Council to play a key role in the development of the Local Children's Board for Sedgefield Borough.

6.11 Community Safety, Cohesion and RESPECT

The Transition Plan will include a number of projects that will promote Community Safety, Cohesion and RESPECT.

7 OVERVIEW AND SCRUTINY IMPLICATIONS

- 7.1 The revised Transition Plan will be referred to Overview and Scrutiny in line with the Constitution.
- 7.2 The Overview and Scrutiny Committees have agreed a joint 'State of the Borough' review, which dovetails with similar work being undertaken concurrently by the Borough's LSP, and will complement the Transition Plan by developing a robust position statement on Quality of Life in the Borough's communities to be handed over to the new authority.

Contact Officer Brian Allen
Telephone 01388 816166 ext. 4003
Email ballen@sedgefield.gov.uk

Wards: All

Background papers

<i>Strong and Prosperous Communities</i> , The Local Government White Paper, DCLG	October 2006
Proposal for a future Unitary Structure for County Durham, Durham County Council	January 2007
Announcement and Stakeholder Consultation Guidance, DCLG	March 2007
Letters to successful and unsuccessful bidders, DCLG	March 2007
Corporate Plan 2007-2010, Sedgefield Borough Council	June 2007
Announcement of bids to proceed to implementation, DCLG	July 2007
Council's Proposals for Unitary Local Government - An Approach to Implementation, DCLG	August 2007
Programme for the Creation of the Unitary Council for County Durham, Durham County Council	January 2007
Transition Plan – Working Towards a County Durham Council, Sedgefield Borough Council	January 2007

Examination by Statutory Officers

		YES	N/A
1	The report has been examined by the Council's Head of the Paid Service or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	The content has been examined by the Council's S.151 Officer or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>

- 3 The content has been examined by the Council's Monitoring Officer or his representative
- 4 The report has been approved by Management Team



SEDGEFIELD BOROUGH COUNCIL TRANSITION PLAN

WORKING TOWARDS A COUNTY DURHAM COUNCIL

JUNE 2008 - APRIL 2009

Working towards a more healthy, prosperous and attractive borough with strong communities.

Version:	4.3
Date of Release:	June 2008

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INTRODUCTION

BACKGROUND

1. In the 2006 Local Government White Paper *Strong and Prosperous Communities*, the Secretary of State for the Department Communities and Local Government (DCLG) invited all councils (except London Boroughs and Metropolitan Districts) to submit proposals to create unitary councils by April 2009. In addition, Councils in shire areas were invited to submit proposals against the same timetable to become pathfinders for enhanced two-tier working. The White Paper envisions a new relationship between central and local government and local government and communities and accordingly set out a number of tests that proposals must meet in order to be approved.
2. In response to the White Paper, Durham County Council submitted a bid for a single unitary authority for County Durham and the Durham District Councils a longer-term 'pathfinder to unitary' bid by the 25 January 2007 deadline. DCLG shortlisted 16 unitary bids for consultation on 27 March, including Durham County Council's bid. The consultation period ended on 22 June and following consideration of responses submitted, DCLG announced on 25 July that several bids, including the County Council's, were to proceed to 2009 implementation.
3. Following the enactment of the Local Government (Public Involvement in Health) Bill on 30 October 2007 this decision was confirmed on 5 December 2007 and the Structural Change Order was approved by Parliament in February 2008.
4. Consequently the seven Durham District Councils will be abolished on 1 April 2009 and their functions transferred to the new Council for County Durham. This decision necessitated significant changes to corporate planning arrangements in order to facilitate a successful transition.
5. Accordingly, the Council approved in January 2008 a Transition Plan for Local Government Reorganisation, as an amendment to its 2007-2010 Corporate Plan. The Transition Plan rationalised the Council's priorities, set out clearly the arrangements for the management of the authority up to the handover period and how the Council would participate in the development of the new authority.
6. Within such an intensive process however, the pace of change is significant, and it has now become necessary to update the Transition Plan to reflect progress in the developments of the new authority and the refinement of the Council's priorities and capital programme commitments over the last six months.

PURPOSE OF THIS DOCUMENT

7. This plan outlines for the benefit of members, employees and partners the Council's arrangements to develop with partners a new unitary authority for

County Durham up to April 2009 and to manage effectively the transition period.

8. It sets out the Council's key priorities for service improvement, investment and savings during this period and the key capital projects to be progressed. Issues that require the consideration and approval of the Implementation Executive are highlighted.
9. It is intended that Cabinet, Management Team (the Programme Board) and the Project Officers Group, together with the Implementation Team for the new authority, will use this plan to monitor and manage the Council's progress during transition.

OBJECTIVES

10. The objectives of this Transition Plan, are to: -
 - State the Council's aims, objectives and priorities during the transition period
 - Set out revised corporate activity and funding arrangements for transition period
 - Clarify corporate transition programme management arrangements
 - State the Council's vision for the new authority for County Durham
 - Set out the values and principles by which the Council will operate during transition
 - Establish terms of engagement with 'County Durham Council' Change Programme

SCOPE

11. This plan is the overarching plan for [Sedgefield Borough Council](#) during the transition period, and such sets out how services and projects will be facilitated, delivered and resourced.
12. It also establishes terms of engagement with the 'County Durham Council Change Programme' and specifies the roles and responsibilities within this programme for relevant members and officers of the Council.

RELATIONSHIP TO OTHER PLANS

13. The Council's approved Corporate Planning Framework commits it to the development of a three-year Corporate Plan, refreshed annually, and approved by Full Council. The Corporate Plan quantifies the Council's contribution to the shared vision for the Borough set out in the Community Strategy 2004-2014 by setting out its ambitions and priorities for the mid-term at a strategic and tactical level within the context of the local partnership landscape. It also outlines how the Council will meet its national performance targets and how it will continue to progress towards organisational excellence.
14. A Medium-Term Financial Plan (MTFP) is developed in parallel to the Corporate Plan and defines both the resources available to deliver priorities and how they will be deployed. An Organisational Development Plan (ODP) complements

and enhances the financial resources identified within the MTFP by ensuring that the Council has...*"the right people, in the right place, with the right skills at the right time"*.

15. In line with freedoms and flexibilities allocated to Councils rated 'Good' or 'Excellent' through the Comprehensive Performance Assessment, the Corporate Plan has in recent years served as the Council's statutory Best Value Performance Plan (BVPP), and had to be published by 30 June annually.
16. Part 7 of the Local Government and Public Involvement in Health Act 2007 amends the duty of Best Value, removing the requirement to publish a BVPP, although two statutory elements required of a BVPP remain – reporting the outturn of the past year's performance against BVPIs and the publication of a statement certifying contracts entered into the past year that have involved the transfer of staff.
17. Furthermore, an annual review of progress is a cornerstone of the Council's corporate planning framework, and is no less essential this year – a robust assessment of performance and expenditure will inform the approach of the new authority.
18. In the light of the above requirements and drivers, the Corporate Plan 2007-2010 and the first iteration of the Transition Plan approved in January 2008 have been reviewed and the two have been consolidated in a single revised Transition Plan for the Council's final year.
19. The requirement to publish 2007/2008 BVPI performance and a statement on contracts will be met by appending these items to the published version of this Plan.
20. It is proposed that this revised Transition Plan will become in effect the Council's Corporate Plan for the final year.
21. This Transition Plan represents the Council's contribution to the Borough's Community Strategy and the Strategic Vision for County Durham and is grounded in robust needs assessments shared with local partners.
22. Also it represents the Council's contribution to the wider change programme for the new unitary authority and will be integral to the success of this programme.

CONTEXT

SEDGEFIELD BOROUGH

23. Sedgefield Borough is situated in the South of County Durham in the North East of England, between Durham City and Darlington, covering some 217 km². Almost 80% of the 87,206 residents (2001 Census) live within the major centres of Newton Aycliffe, Spennymoor and Shildon and the settlement of Ferryhill. In contrast to these urban centres, the Borough also contains small historic villages (some of Saxon origin) and coalfield communities in the more rural eastern part of the Borough.
24. The Indices of Deprivation 2007 identifies three of the Borough's 56 Lower Super Output Areas as within the 10% most deprived nationally and 18 of the Boroughs 19 wards containing LSOAs within the 30% most deprived. Comprehensive socio-demographic data on the Borough's communities is set out in the Overarching Area Framework documents, available at www.sedgefieldsp.org.uk.
25. Until April 2009, Sedgefield Borough is subject to a 'two-tier' local government, with [Durham County Council](#) responsible for the strategic functions and services such as education, social care and transport and Sedgefield Borough Council providing local services such as regeneration, benefits, street scene, housing and leisure. In addition, some functions are shared between the County and Borough Councils (e.g. waste management) and others are delivered across the region, with multi-agency involvement (e.g. planning, economic development and tourism).
26. The Borough is also fully parished, with 13 Town and Parish Councils. Amongst these Great Aycliffe and Spennymoor Town Councils represent two of the largest in the country.

SEDGEFIELD BOROUGH COUNCIL

Organisation

27. Sedgefield Borough Council is a 'Shire District' Council, commissioning, facilitating or providing over 200 services to the public. It comprises 50 councillors democratically elected by and accountable to residents of their ward. The Council has operated with a Cabinet/Leader model since 2000. Following the recent elections held in May 2007 the Council remains Labour-controlled. For further information on the Council's structure and governance, please see the Council's Constitution at www.sedgefield.gov.uk.
28. The Council is rated as *Good* under the Audit Commission's CPA regime, and is on the cusp of *Excellent* status following a series of strong corporate governance inspections and consistent improvement in service performance.

Corporate Planning process

29. The Council has a well-established corporate planning process, which is fully integrated with the performance management arrangements of the Borough's Local Strategic Partnership, as is similarly structured around the four ambitions for the Borough set out in the Community Strategy – Healthy, Prosperous, Attractive and Strong. Appendix 1 sets out how the Transition Plan relates to existing plans and strategies.

Corporate Values

30. Corporate Values articulate expected standards of behaviour for the benefit of all stakeholders. The Council reviewed and revised its Values during 2007/2008. The new Values, and the chosen acronym *RADICAL*, are a marker for transformation and forthcoming change.

R	Respect	We value and promote diversity, mutual respect and equal opportunities in everything that we do.
A	Accountability	We are accountable to the public and ensure that our decisions and actions are objective, clear and properly scrutinised.
D	Dedication	We work hard to secure excellent, value-for-money, customer focused services for local communities.
I	Integrity	We maintain the highest standards of behaviour at all times to build trust with our customers and partners.
C	Collaboration	We seek to work in partnership wherever practicable, to improve outcomes for local communities.
A	Ambition	We want our communities to reach their full potential. We want to be the best at what we do, and to improve, year-on-year.
L	Leadership	We represent the needs and aspirations of local people, and work with partners to shape strong and prosperous local communities.

31. Values and associated behaviours are promoted through the Council's Organisational Development Plan and communication strategies.

THE COUNCIL'S PRIORITIES FOR THE NEW COUNCIL

Employees

32. Employees must be treated fairly and well through the transitions process, therefore the Council welcomes the Government's commitment to apply TUPE-like terms to the transfer to the new Authority which will provide staff who transfer do so on terms no less favourable than those they enjoyed immediately before the transfer.
33. The Council is committed to playing an intrinsic role in the People and Organisation workstreams with the intention of seeking to establish a common and cohesive protocol towards the management of staff pre and post transfer which will:
- not cause unnecessary redundancy or recruitment to take place
 - seek to maximise the transfer and retention of employees and

- ensure a process that is fair and transparent, thereby creating a climate of trust and openness
 - ensure equality of treatment and meaningful engagement with staff and unions
 - develop and maintain effective channels of communication to ensure employees receive timely and consistent messages
34. The Council will advocate that the Implementation Executive consults on all aspects of the staff transfer and the human resource implications of the new Authority with the appropriate local staff representatives including consulting with Trade Unions at the earliest possible stage on facilitation arrangements in the new Authority. The Council will also actively promote a staff communications strategy and will employ a range of communications methods to ensure all employees hear the same key messages, at the same time.
35. The Organisational Development section of this plan sets out how the Council will support employee development during the transition process.

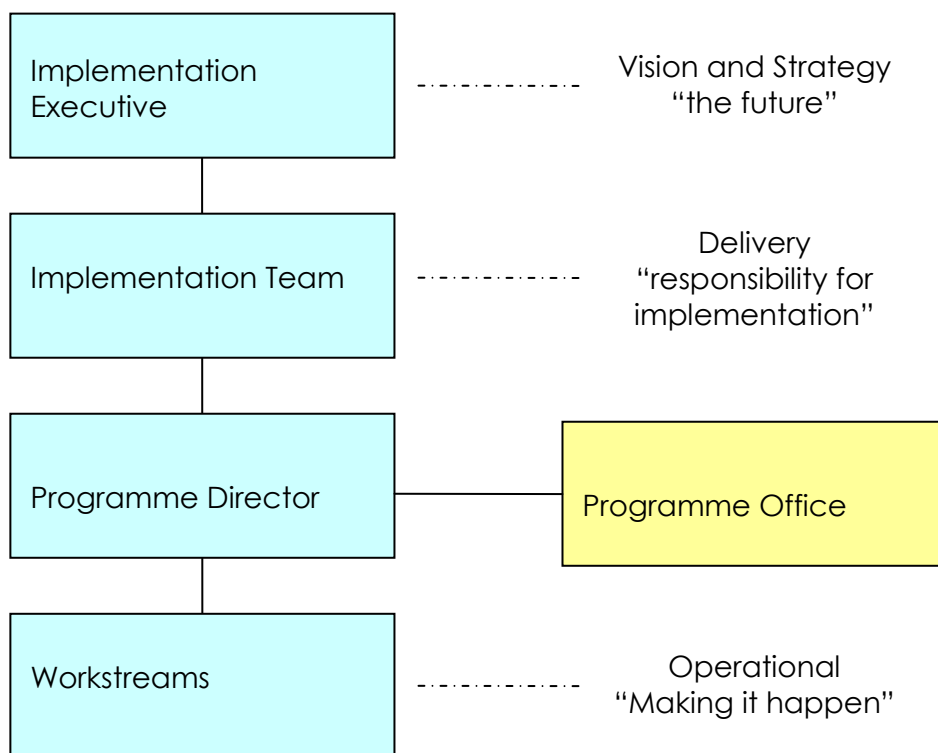
Organisational design

36. The introduction of a single Council for a County represents a move away from traditional forms of local government and introduces a new concept, that of sub-regional government. This is a major change in the way that democratically accountable public services are organised and presents an opportunity for positive change if innovation in organisational design is embraced and service provision devolved in line with the aspirations of the Local Government and Public Involvement In Health Act 2007.
37. The Borough Council believes that the two-tier local government system has many positive benefits and has served rural Counties well. Care must be taken to ensure that the very positive aspects of the two tier system, such as the autonomous local decision making and locality based perspective of district councils, are maintained and combined with the economies of scale and strategic resource allocation that can be achieved through larger structures.
38. As a broad principle, the Borough Council favours a decentralised system of local government, which empowers neighbourhoods and supports locality working. In particular, it would wish to see multi-disciplinary teams working within neighbourhoods, empowered community partnerships and trusts capable of commissioning services in areas of need, supported with enhanced access to services.
39. Locality based working would be best supported through multi-functional, sub-county policy, management and decision making structures that reflect the distinct sub-county geographies identifiable through labour markets, retail patterns, housing markets and community identity. This principle has been adopted by the recently reconfigured PCT and County Durham's Police Force. The abolition of District boundaries provides the opportunity to review and align sub-county policy, strategy and delivery areas on a multi-agency basis.

- 40. At a County level, a centralised back office would create the economies of scale to support this locality based working. The County is viewed as the natural place for Strategic Leadership and large-scale project and service development, where a broader view is necessary.
- 41. The Council welcomes the opportunity for inclusion in the change management process and will work positively during the transition phase.

THE COUNTY DURHAM COUNCIL PROGRAMME

- 42. A 'County Durham Council' change programme structure has been developed by the Durham County and District Councils' Senior Officer Group and provisionally endorsed by all authorities to commence once legislative orders have been placed.
- 43. The vision of the programme is to create "a new unitary Council committed to developing a prosperous, safe and sustainable future for County Durham, listening to, and working with, local people, leading and shaping our communities and working in partnership to ensure quality, cost-effective services".
- 44. The following governance model for the programme has been agreed.



- 45. The programme will be managed through an Implementation Executive of Elected Members and an Implementation Team (IT) comprising the Chief Executive and Directors of the County Council, the Chief Executives of the Durham District Councils and the Programme Director.
- 46. The day-to-day management of the programme will be the responsibility of a Programme Director, who will be supported by a Programme Manager and a

small programme office. The Programme Director will be independent of the authorities involved.

47. The Change Programme is split into six sub programmes; Adults, Health and Wellbeing; Children & Young People; Environment and Neighbourhood; Place Shaping; Challenge and Corporate Support.
48. Each programme has a series of workstreams with nominated representatives by the Chief Executives on each. Each workstream has a nominated County Workstream Leads and some have a District Workstream Lead to work with the county lead.
49. The projects that will create the new Council will be developed under the workstreams, which will each be managed by workstream Leads.

THE COUNCIL'S COMMITMENT TO THE CHANGE PROGRAMME

50. The Council will make a number of commitments, set out below, to facilitate the development of the new authority and at the same time to deliver on existing commitments and local priorities during the transition period.
51. The Council will be represented on the Implementation Executive and the Implementation Team and offer the change programme full support and cooperation at all times. It will comply with all protocols to be agreed in respect of the change programme. It will release appropriate resources to support the programme workstreams.
52. Project and service design and investment/disinvestment decisions will be developed alongside and complement the vision and objectives of the County Durham Council change programme and the vision for the new authority. All key decisions of the Council will be submitted to the Implementation Executive, Implementation Team, and where appropriate, the Audit Commission and DCLG, for comment.
53. The Council commits to no growth in its overall revenue budget during the transition period; prudent use of its reserves and capital expenditure grounded in existing policy commitments. Expenditure, contracting and disposals will be in accordance with the provisions of section 24 of the Local Government and Public Involvement in Health Act 2007.
54. The Council will continue to follow as far as practicable the principles laid out in the existing Medium Term Financial Plan or in line with any revisions outlined in the financial plan element of this document. Flexible approaches to some savings will need to be adopted to deal with capacity and capability issues associated with the delivery of this plan.
55. It will be necessary to re-examine existing staffing levels and structures in relevant sections and to consider the appropriateness of existing officer delegations in order to ensure that ...

- resources are aligned to the tasks of managing the transition and participating in the development of a new County Durham Council
 - staffing levels and structures can be amended relatively quickly as circumstances change in the lead-up to April 2009
56. Appropriate workforce analyses will be undertaken when details of this Council's transition and the development of the new council become clearer and the constitutional implications of existing establishment and staffing decision-making processes need to be examined to determine if they can be made more flexible and less bureaucratic whilst maintaining the highest standards of probity.
57. In order to ensure that all affected employees are supported throughout this change process, employees' development needs are reassessed and incorporated into the Council's transition plan.
58. The Council has developed internal programme management arrangements to deliver this plan that are complementary to those of the County Durham Council change programme. These are set out below.

INTERNAL ARRANGEMENTS

59. The Council must ensure that service standards are maintained, that priority commitments (e.g. those outlined in the Corporate Plan and capital programmes) are honoured where practicable, and that employees are fully supported through the change process, so that the legacy of Sedgefield Borough Council is positive.
60. The Council has a number of priority objectives for the Borough's communities, which will continue to be pursued within the constraints imposed by the Local Government and Public Involvement in Health Act 2007 and those locally determined. These are outlined in subsequent sections.
61. The Council must also ensure that it plays a full part in the development of the new authority so that the needs of local communities continue to be met, the Council's good practice and learning is fully utilised, the profile and skills of employees are raised and their interests protected.

Transition Plan

62. This plan sets out activities that will ensure that both of these responsibilities are executed effectively. It will be reviewed on a monthly basis and be supported by action planning as appropriate. It has been agreed that the Council delivers the Transition Plan in line with Managing Strategic Programmes (MSP) and PRINCE2 principles, with a programme structure that plays into countywide arrangements.

Programme Management arrangements

63. The Transition Programme will be coordinated by the Assistant Chief Executive, and managed on day-to-day basis by the Corporate Performance Manager.

The Information Management Projects Officer will provide programme and projects support. These officers, together with key Accountancy and HR supports, will comprise the programme management team.

64. Management Team will act as the Programme Board and has agreed leads and project officers to develop internal arrangements linked to the County Durham Council Change Programme workstreams.
65. Representatives will develop teams and internal arrangements as appropriate on a time-limited basis, within the framework established by Organisational Development. A Project Officers Group will be established to ensure work is coordinate effectively. This framework is outlined at Appendix 2.
66. Programme updates will be a standing item on Management Team and Cabinet agendas.

Rationalisation of partnerships, policy development and service improvement arrangements

67. It is clear that the implementation of the Transition Plan within the allotted timescale will be challenging. This work will involve some element of rationalisation and 'mopping up', as some initiatives, programmes and projects will no longer be relevant or deliverable within the transition period.
68. The Council's partnerships will be reviewed in line with corporate arrangements, and revised accordingly.
69. Policy development and mid to long-term service improvement initiatives in particular will be curtailed. For example, the service development and optimisation programme 'Making Change Happen' is one that will not now proceed in its proposed format. It should be noted that 'Making Change Happen' was to incorporate the Council's 'Best Value Review' programme, which will be curtailed. All policy and service development will be nested within the countywide transition process.
70. Existing groups such as Strategic Working Groups, the purpose of which has been largely to develop policy, will be re-engineered, with their focus to be upon bringing forward projects through the transition programme. Other policy-focused middle manager groups should be abolished or realigned to the Transition Plan as appropriate.
71. The Heads of Service Group will continue to meet, but on a quarterly basis. In the interim, key Heads of Service will be involved in or support the transition programme; others will focus on maintaining service standards and dealing with more operational transition issues under the guidance of the Board.
72. Cabinet and Management Team will continue to receive performance and budgetary updates via a quarterly, composite, highlight report. Quarterly reports will also be made available to Overview and Scrutiny Committees.

Business as usual

73. Outside of this transition programme, business as usual will continue. Service standards must be preserved as far as practicable against a background of increased employee turnover, a moratorium on recruitment, a possible drop in morale and the ongoing development of new delivery arrangements. Performance will be closely monitored for early warning signs of deterioration, and exception reports presented to Management Team and Cabinet as outlined above. The Business Continuity Plan will be monitored to ensure that it is fit-for-purpose from a LGR perspective.

PERFORMANCE REVIEW 2007/2008

KEY PERFORMANCE INDICATORS

74. During this transition period it is important that whilst resources are used to help manage the change to a new council; service standards are maintained to ensure that local communities receive acceptable levels of service provision.
75. To measure progress towards key ambitions and delivering on values, the Council identified in its 2007-2010 Corporate Plan a set of key performance indicators. Performance against these key indicators in 2007/2008 is set out below.

Ref	Description	2006/07 Outturn	2007/08 Target	2007/08 Outturn	Target achieved	Trend	2008/09 Target
Healthy Borough							
CPH03	Percentage of population participating in 30 minutes of moderate exercise 3 times per week	Baseline TBE	17%	16.90%	N	-	22%
CPH04	Percentage of high risk food premises inspections that should/were carried out	98%	100%	99%	N	▲	100%
CPH06	Percentage of general public health complaints responded to within 3 days	95%	92%	97%	Y	▲	93%
CPH17	Representative facility use by people from the most disadvantaged groups	Baseline TBE	Baseline TBE	24.07%	-	-	TBE
CPH18	Representative facility use by people aged over 60	9.9%	10%	9.78%	N	▼	12%
CPH30	Adults 18-64 with physical disabilities helped to live at home per 1,000 population	7.9	5.4	8.6	Y	▲	TBE
CPH31	Older people helped to live at home per 1,000 population aged 65+	116.5	90.5	117.4	Y	▲	TBE
Prosperous Borough							
BV078a	Speed of processing [average time for all new claims]	20.7 days	18 days	20.8 days	N	▼	17 days
CPP17	Percentage of unemployed adults undertaking training with SBC who gain employment	30%	30%	30%	Y	◀ ▶	30%
CPP29	Number people achieving NVQ Level 2 through Train 2 Gain	Baseline TBE	72	53	N	-	72
CPP30	Number of people benefiting from enterprise coaching on a 1-1 basis through the Council's Enterprise in Deprived Communities programme	Baseline TBE	100	306	Y	-	TBD
CPP31	Number of new start businesses registering with the Inland Revenue as a result of support received through the Enterprise in Deprived Communities programme	Baseline TBE	30	107	Y	-	TBD

Ref	Description	2006/07 Outturn	2007/08 Target	2007/08 Outturn	Target achieved	Trend	2008/09 Target
Attractive Borough							
BV082	Percentage of the total tonnage of household waste arisings that have been recycled and/or composted	25.27%	26%	17.98%	N	▼	27%
BV084b	Percentage change from the previous financial year in the number of kilograms of household waste collected per head	-8.2%	1.2%	-3.36%	Y	▼	+1.6
BV106	Percentage of new homes built on previously developed land	38.1%	45%	31%	N	▼	47%
BV109a	Percentage of major Commercial and Industrial applications decided within 13 weeks	49.7%	60%	50.0%	N	▲	63%
BV109b	Percentage of minor Commercial and Industrial applications decided within 8 weeks	72.2%	75%	78.1%	Y	▲	77%
BV109c	Percentage of all other applications decided within 8 weeks	87.4%	91%	89.5%	N	▲	91%
BV199a	Percentage of relevant land and highways that are assessed as having combined deposits of litter and detritus that fall below an acceptable level	9%	8.50%	15%	N	▼	8%
BV218b	Percentage of abandoned vehicles removed within 24 hours from the point at which the Authority is legally entitled to remove the vehicle	96.7%	95%	100%	Y	▲	95%
CPA02	Number of people spectating or participating in a cultural activity	15,985	14,000	14,339	Y	▼	14,500
Strong Communities							
BV184a	Proportion of local authority dwellings which were non-decent at the start of the financial year	42%	23%	38%	N	▲	13%
BV212	Average time taken to re-let local authority housing	30	30	41	N	▼	29 days
CPS11	Percentage of vulnerable private sector housing in the borough that meets Decency Standard	58.4%	65%	TBD	-	-	TBD
CPS15	Total BCS crime within the Borough	4,651	4,098	4,182	N	▲	TBD
LPI03	Number of recorded anti-social behaviour incidents	14,905	20,000	12,167	Y	▲	20,000
Values and Governance							
BV002a	The level of the Equality Standard for local government to which the Authority conforms	2	3	3	Y	▲	4

Ref	Description	2006/07 Outturn	2007/08 Target	2007/08 Outturn	Target achieved	Trend	2008/09 Target
BV002b	The quality of an Authority's Race Equality Scheme (RES) and the improvements resulting from it's application	47.4%	47.4%	68.42%	Y	▲	74%
BV008	Percentage of invoices paid by the Authority within 30 days of receipt or within the agreed payment terms	98.10%	98.30%	97.40%	N	▼	98.50%

Ref	Description	2006/2007 Outturn	2007/2008 Target	2007/2008 Outturn	Target achieved	Trend	2008/2009 Target
Values and Governance							
BV009	Percentage of council tax collected by the Authority in the year	95%	95.00%	95.30%	Y	▲	96.3%
BV012	Number of working days/shifts lost to the Local Authority due to sickness absence	13.8 days	10.5 days	14.51 days	N	▼	9 days

PERFORMANCE AGAINST TARGET

76. The tables below set out how the Council has performed against its targets in 2007/2008 for its key performance indicators; national Best Value Performance Indicators and all performance indicators. Performance is recorded for those PIs against which targets were set. In some instances, targets were not established in 2007/2008 as baselines were in development.

KPIs	Exceeded Target		On Target		Below Target	
	No.	%	No.	%	No.	%
Healthy Borough*	3	50%	0	0%	3	50%
Prosperous Borough	3	60%	0	0%	2	40%
Attractive Borough	4	44.4%	0	0%	5	55.6%
Strong Communities*	1	20%	0	0%	4	80%
Corporate Values	3	60%	0	0%	2	40%
Total	14	46.7%	0	0%	16	53.3%

BVPIs	Exceeded Target		On Target		Below Target	
	No.	%	No.	%	No.	%
Healthy Borough	1	100%	0	0%	0	0%
Prosperous Borough*	4	44.4%	1	11.1%	4	44.4%
Attractive Borough*	14	51.9%	1	3.7%	12	44.4%
Strong Communities*	13	68.2%	0	0%	6	31.6%
Corporate Values*	6	40%	0	0%	9	60%
Total*	38	53.5%	2	2.8%	31	43.7%

All PIs	Exceeded Target		On Target		Below Target	
	No.	%	No.	%	No.	%
Healthy Borough*	11	64.7%	1	5.9%	5	29.4%
Prosperous Borough*	14	58.3%	2	8.3%	8	33.4%
Attractive Borough*	23	59%	1	2.6%	15	38.5%
Strong Communities*	22	60%	1	2.9%	13	33.3%
Corporate Values*	11	44%	3	12%	11	44%
Total	81	57.4%	8	5.7%	52	36.9%

*Data still required for some indicators

77. It is clear from the above that the Council is performing above or on target for the majority of performance indicators, but is performing less well for its key performance indicators. This is likely to be for two reasons, (i) that key indicators were set around some 'wicked' issues that will take time to improve, and (ii) that managers responsible for key indicators feel pressure to set step change targets for these indicators, where only incremental improvement is achievable. To counter this in future, key indicators have been reviewed against corporate priorities and amended accordingly, and target setting has been the subject of challenge from the centre and justified in relation to current performance, improvement activity and the level of investment.

PERFORMANCE TRENDS

78. The tables below set out the Council's performance trends between 2006/2007 and 2007/2008 for its key performance indicators; national Best Value Performance Indicators, and for all performance indicators. Performance is recorded for those PIs against which targets were set. In some instances trend is not identifiable, as some PIs have been measured for one year only.

KPIs	Better performance		Same performance		Worse performance	
	No.	%	No.	%	No.	%
Healthy Borough	4	80%	0	0%	1	20%
Prosperous Borough*	0	0%	1	50%	1	50%
Attractive Borough	5	55.6%	0	0%	4	44.4%
Strong Communities	2	50%	0	0%	2	50%
Corporate Values*	3	60%	0	0%	2	40%
Total	14	56%	1	4%	10	40%

BVPIs	Better performance		Same performance		Worse performance	
	No.	%	No.	%	No.	%
Healthy Borough	0	0%	1	100%	0	0%
Prosperous Borough*	6	66.7%	1	11.1%	2	22.2%
Attractive Borough*	17	63%	2	7.4%	8	29.6%
Strong Communities	11	57.9%	3	15.8%	5	26.3%
Corporate Values*	4	28.6%	1	7.1%	9	64.3%
Total	38	54.3%	8	11.4%	24	34.3%

All PIs	Better performance		Same performance		Worse performance	
	No.	%	No.	%	No.	%
Healthy Borough*	11	64.7%	5	29.4%	1	6%
Prosperous Borough*	10	58.8%	2	11.8%	5	29.4%
Attractive Borough*	24	61.5%	2	5.1%	13	33.3%
Strong Communities*	22	61.1%	1	2.8%	13	36.1%
Corporate Values*	15	60%	1	4%	9	36%
Total	82	61.2%	11	8.2%	41	30.6%

*No trend information available for some indicators

79. With a few exceptions, actual performance has improved significantly on 2006/2007. Areas of concern remain respect of planning performance and corporate health indicators e.g. sickness absence. Full details of performance against each indicator can be found in the supporting delivery plans.

BVPIs QUARTILE POSITIONING

80. The table below sets out the proportion of BVPIs (for which quartile data is available) in each of the four quartiles in 2006/2007 against the proportion of those that would be in each quartile in 2007/2008 if the quartiles remained the same. All full breakdown of performance against national Best Value Performance Indicators is set out at Appendix 3.

BVPIs	Best quartile		Second quartile		Third quartile		Worst quartile	
	2006/2007	2007/2008*	2006/2007	2007/2008*	2006/2007	2007/2008*	2006/2007	2007/2008*
Healthy Borough	2	0	1	0	0	0	2	1
Prosperous Borough**	2	4	3	1	0	0	0	0
Attractive Borough**	8	10	5	5	7	5	5	4
Strong Communities**	7	10	7	3	7	2	5	2
Corporate Values**	2	1	3	2	1	3	6	6
Total	21	25	19	11	15	10	18	13

* Based on 2006/2007 quartiles

** Data missing or unavailable

NATIONAL INDICATOR SET

81. In October 2007, as part of the Comprehensive Spending Review, the Government announced a National Indicator Set (NIS) of 198 indicators for English local authorities and local authority partnerships, to be introduced from 2008/2009, and replacing all previous Central Government sets for local government including BVPIs. The Council has reviewed its core performance indicator in the light of these changes and agreed a new set, outlined at Appendix 4. KPIs have been re-designated, in line with the reconfiguration of some BVPIs into National Indicators.

KEY PRIORITIES AND ACTIVITY TO APRIL 2009

CORPORATE PRIORITIES AND ASSOCIATED ACTIVITIES

82. The key priorities for Sedgefield Borough, identified by the Sedgefield Borough Local Strategic Partnership, are: -

- Health – Improved life expectancy and premature mortality from circulatory disease and cancer, healthy lifestyles, improved mental health and reduced teenage pregnancy.
- Employment – Improved employment and economic activity rates and increased average household income.
- Education – Improved attainment levels and numbers of young people in education, employment or training.

In addition, anti-social behaviour and decent homes for vulnerable households in the private sector remain key issues.

83. The Council's own key priorities are reviewed annually as part of the corporate planning process, taking into account national and regional policy, sub-regional and local strategy, quality of life statistics, and service performance information, audit and inspection and community views. The following current priority objectives are set out in the Corporate Plan 2007-2010: -

- Work with partners to reduce health inequalities
- Jointly commission with partners a range of services to promote independent living for vulnerable groups
- Enhance the vitality of town centres
- Improve the employability of local people
- Work with partners to narrow the gap in quality of life experienced by the most disadvantaged groups in the Borough
- Reduce waste and increase recycling rates
- Promote sustainability across the Borough
- Achieve excellence in the delivery of Council Housing Services
- Work with partners to regenerate older private sector housing
- Work with partners to reduce anti-social behaviour
- Support the development of cohesive communities

84. The Council has reviewed the commitments made in the Corporate Plan, Medium Term Financial Plan and associated documents and has determined, in light of key objectives and resource constraints, which planned activities and projects will be progressed during the transition period. This plan makes clear the links between work to be undertaken during the transition period and priorities and investment decisions previously made by the Council.

85. The major activities/projects in support of the Council's key objectives are set out below, and will be supported by a detailed action plan.

Healthy Borough

86. The Council will continue to work with partners to promote healthy lifestyles, progressing the Borough's Physical Activity Action Plan, monitor the Alcohol Harm Reduction Action Plan after the successful Strategy launch and raising awareness in local communities and businesses. Employees working in these areas will be trained in public health issues.
87. Capital investment in Leisure Services will continue in 2008/2009 to ensure that buildings, play areas and public open spaces are fit for purpose.
88. The Council will continue to support the development of Every Child Matters in County Durham by implementing the County Durham Family Support Strategy and supporting the development of the Borough's Local Children's Board.
89. There will be continued support for independent living for older and vulnerable people, with the implementation of an Older Persons Accommodation Strategy for Supported Housing and the Adult Partnership Board Assistive Technology Strategy. An options appraisal will be undertaken ahead of Supporting People Strategic Review of Home Improvement Agencies across County Durham.

Attractive Borough

90. The preparation of the Borough's Local Development Framework will formally cease in July 2008 (with the exception of the Windlestone Hall Supplementary Planning Document and the Spennymoor Town Centre Area Action Plan) and the development of the new Unitary Authority's Local Development Framework will commence. The new Local Development Scheme needs to be agreed by the Shadow Authority by the end of September 2008.
91. The Council will continue to promote sustainable communities by delivering a range of environmental improvements, specialist advice, initiatives and campaigns in relation to sustainable development, and some of the component issues to include biodiversity, energy efficiency, climate change, transport, waste and health.
92. The Council will continue to create and conserve areas and species of biodiversity value and provide expert ecological advice to our partners. Working with stakeholders it will ensure that all local nature reserves are managed sustainably and aim to achieve further Green Flag Awards at local sites, including Byerley Park in 2008. A Green Space Strategy will be produced by September 2008, setting out a borough-wide action plan for managing biodiversity and ensuring green space is accessible, attractive, safe and welcoming to visitors.
93. The successful 'Walking the Way to Health' initiative will continue to be delivered in partnership with the PCT to bring about localised health

improvement, social integration opportunities and improved, safe access to walking routes and the wider countryside.

94. The Council will continue to raise awareness of and implement energy efficiency practices. In implementing the Sedgefield Borough Council Climate Change Strategy and Action Plan, it is working to reduce the environmental impact of the Council's activities and preparing services for the potential impacts of climate change.
95. The Council will strive to address fuel poverty and increasing domestic energy efficiency rates by ensuring all residents have access to the grants and advice available through the 'GoWarm Sedgefield' initiative.
Prosperous Borough
96. An Economic Development Strategy for the Borough has been published this year and the Council will continue to develop the Borough's land and property offer through the Shildon Business Centre and investment in other key locations. The development of NETPark will remain a priority. Business engagement will be strengthened through the development of 'Your Business Forum'.
97. The ongoing implementation of the LEGI programme will continue across the County Durham NRF area, and the Council will continue its approach to enterprise facilitation in deprived areas.
98. In recognition of local concern at the competitiveness of town centres, the Council has with partners undertaken masterplanning exercises for Spennymoor and Newton Aycliffe town centres and identify opportunities to increase economic activity in Ferryhill and Sedgefield.
99. To improve the local tourism offer, a ten-year capital plan for Locomotion – The National Railway Museum at Shildon will be developed and implemented.
100. To boost the numbers of local people with Level 2 qualifications the Council has delivered the Train to Gain programme to local businesses from 2007. The Council will also work with Bishop Auckland College and Higher Education providers to develop a new training service in the Borough, with an integrated 14-19 apprenticeship programme and a new Trades and Construction Training Centre at Spennymoor.

Strong Communities

101. The Council will determine the future model for social housing in the Borough through a Council housing stock options review. In the interim, the Council will continue to improve service to tenants by developing with Mears Group PLC a new capital and repairs and maintenance service, and appraising the future of sheltered housing schemes. Customer focus will be strengthened through a review of the Allocations Policy and Tenancy Agreement and the development of a Tenants Compact Strategy.
102. The Council will complete with partners Phase 2 of the Durham Housing Market Assessment, and implement a MasterPlan Programme Plan for former coalfield

communities. Regeneration of the Rows in Ferryhill Station and the Hawkshead Place and Praxis partnership sites will be progressed. To promote future improvements, options for the development of a housing regeneration vehicle for the Borough will be appraised and progressed.

103. A Community Safety and Anti-Social Behaviour plan will be developed, and the Council will sign up to the RESPECT standard for social landlords and implement selective licensing of private sector landlords.
104. The Council will also continue with its policy of devolving funding to local communities through its existing Local Improvement Programme and Neighbourhood Enhancement Programme. Community disposal of assets will take place following a successful application made to the Big Lottery Fund for the Pioneering Care Centre in Newton Aycliffe.

COUNTY DURHAM LOCAL AREA AGREEMENT 2008-2011

105. All activity outlined in this Transition Plan is consistent with and contributes to the achievement of the County Durham Sustainable Community Strategy and the mid-term priorities for the County outlined in the [Local Area Agreement](#) 2008-2011.

SUPPORTING THE DEVELOPMENT OF THE NEW AUTHORITY

106. The activity outlined in this Plan is consistent with the vision and programme management arrangements for the new authority. Investment in corporate governance and infrastructure in particular will be closely aligned to workstream development
107. Corporate health and governance issues for progression during the transition period include Organisational Development, the achievement of Level 3 of the Equality Standard for Local Government, the reduction of sickness absence and the review of corporate governance arrangement.

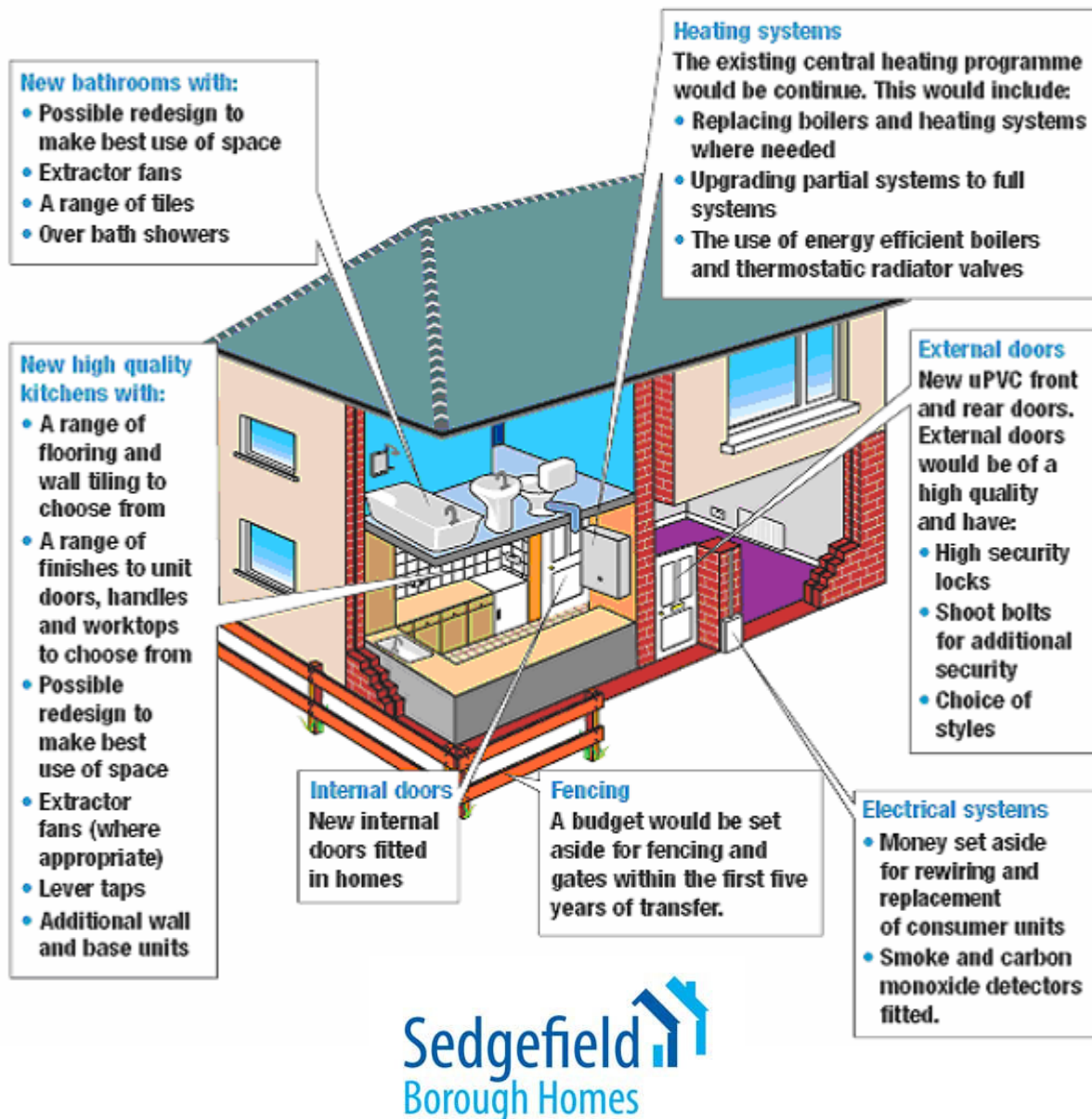
KEY PROJECTS FOR THE 2008/2009 TRANSITIONAL YEAR

CAPITAL PROGRAMME AND ASSOCIATED DEVELOPMENTS

108. The Council has in place a capital programme aligned with its key objectives. The pages below outline the key capital projects and associated developments to be taken forward in the transition period, and set out relevant issues for the consideration of the Implementation Executive or Transitional Authority.
109. Key priority capital-related commitments are potential LSVT of Council Housing Stock; Coalfields Housing Renewal; Pioneering Care Partnership, Newton Aycliffe Town Centre Regeneration; the Training Service merger with Bishop Auckland College and Spennymoor Town Centre Regeneration.
110. The Construction Partnering project was completed and in place from February 2008. This project involved the transfer of 116 staff from the council to Mears Group PLC under TUPE regulations. This partnering agreement is for 5 years with a value of £60 million and potentially saving the council £2.5 million over the term of the contract.
111. In line with the process agreed for change programme workstreams, Management Team has agreed leads and project officers for each of these projects. These are set out below, together with an assessment of corporate support required for each.

Project	Portfolio	Management Team Lead	Support required					Lead
			Accountancy	HR/OD	Legal	ICT	Valuation	
LSVT	HSG	Director of Housing	H	H	H	H	H	Head of Housing Services
Coalfields Housing Renewal	SR&P/HSG	Director of Neighbourhood Services	L	L	H	L	H	Corporate Policy and Regeneration Manager
Newton Aycliffe Town Centre	SR&P/HSG	Director of Neighbourhood Services	L	L	H	L	H	Corporate Policy and Regeneration Manager
Pioneering Care Partnership	SR&P/HSG	Director of Neighbourhood Services	M	L	H	L	M	Senior Regeneration Officer
Training Merger	L&E	Assistant Chief Executive	M	H	M	M	M	Capital Programme Manager
Spennymoor Town Centre	L&C	Director of Neighbourhood Services	L	L	L	L	L/M	External

TRANSFER OF THE COUNCIL'S HOUSING STOCK



112. On 21 June 2007 Cabinet considered a report that recommended that the Options Appraisal on the future ownership, management and maintenance of the Council's housing stock of around 8,500 homes be updated and the outcome reported to Cabinet and full Council in October 2007.

113. A Tenant Steering Group and specialist sub groups were established to ensure that tenants were placed at the heart of taking forward the preferred option. With the support of the Council, specialist consultants and an Independent Tenants Advisor (ITA), the Steering Group considered the following information including: -

- Tenants Aspirations for investment in the stock.
- The Decent Homes Standard.
- Available resources to deliver the investment in the stock.
- The impact of negative subsidy on the available resources.
- The wider strategic issues including housing demand and supply.
- Feedback from a survey of all tenants on the issue.

114. The Steering Group's preferred option was to seek to establish a local, standalone independent and not-for-profit housing association for Sedgefield Borough, to be called Sedgefield Borough Homes.
115. Sedgefield Borough Homes would be able to release £100 million of investment in its first 5 years £65m more than Sedgefield Borough Council could spend if it continued to exist.
116. This preferred option was reported to Cabinet on the 11 October 2007 and Full Council on the 26 October 2007 and where the preferred option was approved. Subsequently, the approval of the Implementation Executive for a new Council for County Durham for the delivery of the preferred option was sought and obtained.
117. Positive feedback on the transfer application submitted to the Department for Communities and Local Government has been received and formal confirmation of the Council's place on the transfer list is expected later in summer 2008.
118. The following key actions have been completed: -
- Attendance at Residents Associations meetings and Residents Federation to discuss the approach to delivering preferred option.
 - Consultation events were held in all sheltered schemes across the Borough.
 - Drop in session held at the 4 Area Housing Offices.
 - Briefings held with all key staff groups within the Housing Service and across the Council.
 - 5 show homes opened across the Borough with over a 100 visitors to them, two show homes to remain open for a further 4-week period.
 - 3 Newsletters distributed to all tenanted properties.
 - Shadow board for Sedgefield Borough Homes made up of 4 Council Nominees, 4 tenants and 4 independents established.
119. The offer document on the Council's proposal to set up Sedgefield Borough Homes has been issued to all tenants. An investment standard has been agreed with tenants and forms a key part of the offer document issued to all tenants along with promises on rents, protecting tenants' rights and service improvements.
120. The Sedgefield Borough Homes standard takes the Decent Homes Standard as its starting point, but also includes the improvements identified by tenants:-
- Modern Kitchens, including tiles and floor covering with a choice of styles.
 - Modern bathrooms with an over bath shower, tiling and a choice of styles
 - New internal doors with new door handles
 - uPVC, high security external doors
 - Smoke and carbon monoxide detectors
121. A ballot of all tenants will be held in summer 2008. Sedgefield Borough Homes subject to a positive ballot would be established in April 2009 to own, manage and maintain the Council's housing stock.

COALFIELDS HOUSING



122. The Council has over the past three years worked with neighbouring authorities along with national and regional bodies such as the Regional Housing Board and English Partnerships, to identify, understand and address housing market fragility in the Borough with a focus in the former coalfield areas of Dean Bank, Ferryhill Station and West Chilton areas in particular.
123. Whilst partnership working and a significant degree of community participation has brought plans for these communities so far, real step change in terms of the delivery of physical renewal must be based on a specific, financially flexible, regeneration vehicle to work alongside Private Sector investment. The Council, alongside colleagues in Wear Valley & Easington Councils is pursuing the development of a dedicated delivery vehicle to maximise the benefits that the significant investment in the priority communities can bring.
124. Alongside work to develop a dedicated delivery structure for the Coalfield Programme, an approach has been made to English Partnerships, the Government's Regeneration Agency, with a view to securing almost £17 million of further investment to progress the acquisition and demolition of properties and prepare redevelopment sites across the three Local Authority areas.
125. The proposals for the three priority areas in Sedgefield Borough cannot of course all be carried out at once. The funding, organisational and land availability issues all impose a need for a rolling programme over a decade or so. However, there is a need for visible change in each of the places, and table below suggests a programme of priorities.

	Dean Bank	Ferryhill Station	West Chilton
Years 1 – 3	<ul style="list-style-type: none"> ■ Develop Praxis Site ■ Demolish, redevelop and environmentally improve in the Faraday and Stephenson Street area. ■ Environmentally improve unnamed road along A167 	Demolish the remainder of “The Rows” excluding the south side of Haig Street Redevelop and environmentally improve area	Demolish, redevelop and environmentally improve in the Dale Street / Oswald Terrace area and the Victoria / Hunter Terrace area
Years 3 – 8	Demolish, redevelop and environmentally improve the Newton/Davy Street area , the Bessemer Street area and the Rennie Street area	Assess situation in Church Street and Charlton Street for possible future interventions	Demolish, redevelop and environmentally improve the Dene Terrace area and the Raby / Ford Terrace area
Longer Term	Review potential for future development land	Review potential for future development land	Review potential for future development land

126. Significant progress has been made already with the works identified in phase one of the programme, with redevelopment underway in Ferryhill Station, developer interviews held for the Praxis site in Dean Bank and blocks of property acquired and pending Demolition in Chilton.

A NEW TRAINING SERVICE FOR THE BOROUGH



127. Sedgefield Borough Council Training Service and Bishop Auckland College share common goals with regard to quality training provision within South West Durham. In view of changes to new national contracting environment and the opportunity to create a 'step-change' in the quality and quantity of training available to the people of South Durham, a merger between the Council's Training Organisation and Bishop Auckland College to provide a joined up training solution for Sedgefield Borough and wider South West Durham Communities is considered the optimum solution for both parties.
128. Linked to this is a further commitment from both partners to construct a new Training Centre at the Council's existing Coulson Street training site in Spennymoor to provide for work based learning in construction and specialist trades skills.
129. This project has three planned stages, Transition, Transformation and Operation.
130. The Transition stage is to be completed by 30 September 2008 and this stage is where the two organisations are merged into a single entity including finances.
131. The Transformation stage is from October 2008 to the opening of the new training centre. This stage is where further development of the merged service is carried out to ensure high performance of the service and a new training centre in Spennymoor will be built.

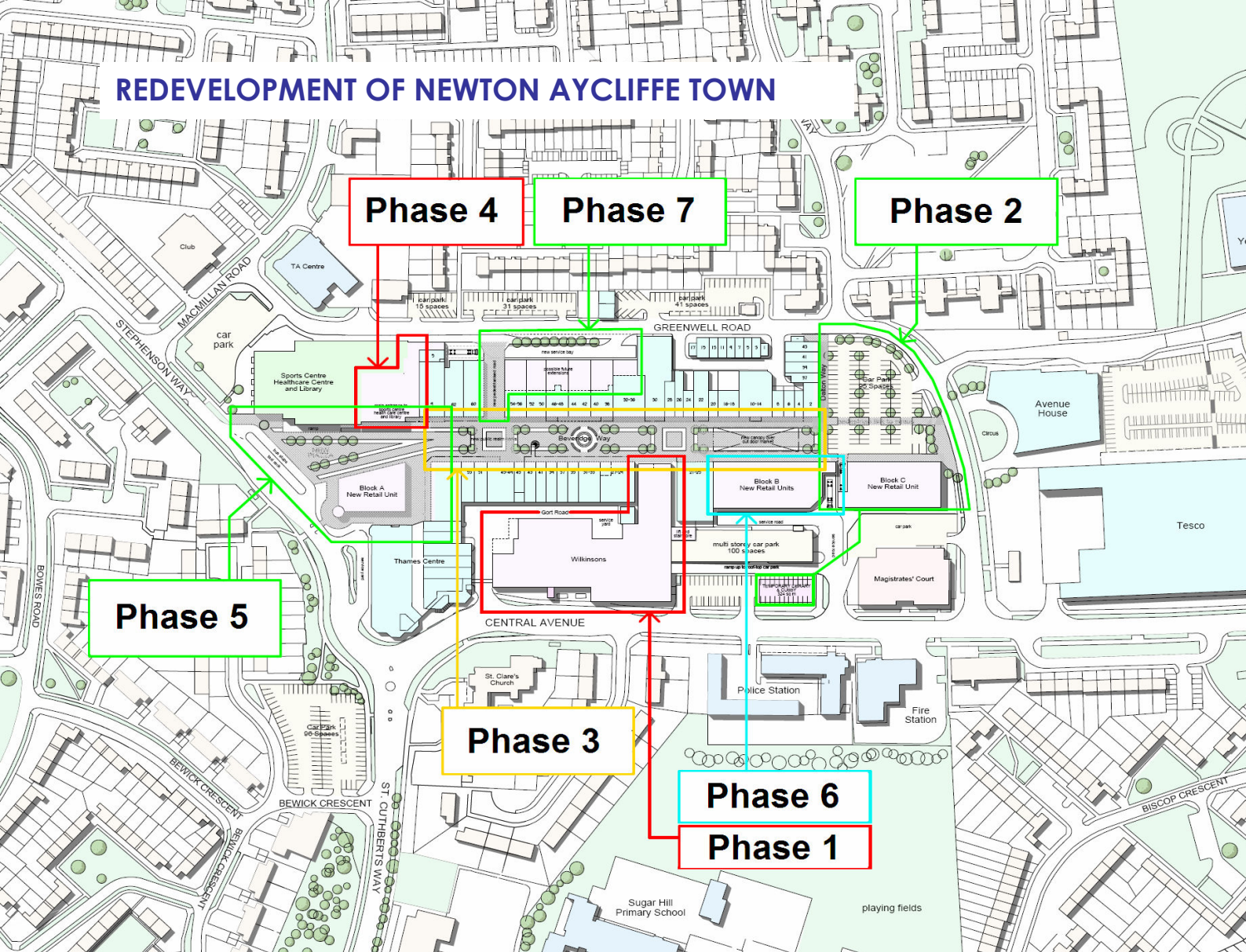
132. The Operation stage is targeted for Autumn/Winter 2009/2010 when the centre will be fully operational.
133. It is anticipated that the new build training centre aspect to the programme will cost approximately £8m. Funding for the centre will be provided by the Learning and Skills Council, Sedgefield Borough Council (£2m), and also additional grant support from the Local Enterprise Growth Initiative (LEGI).
134. Sedgefield Borough Council will also contribute land and assets towards the merger in the form of the existing Training Facility and the land at Coulson Street.
135. The Project will be managed through a joint structure between Sedgefield Borough Council and Bishop Auckland College. The future governance of the merged entity will also include representation from Sedgefield Borough Council, and or its partners to ensure that a role in the future delivery of our aspirations as the programme moves forward.



136. The Council proposes to develop an Arts Resource Centre for the Borough within the existing Spennymoor Leisure Centre site to provide opportunities for community development and cohesion, learning and skills acquisition and access to arts and cultural programmes. Providing arts and sports facilities under one roof would provide an innovative arts development that is a leader in the region, and would support the Olympic vision.
137. Originally anticipated to redevelop a significant proportion of the Spennymoor Leisure Centre's ground floor accommodation and extend onto land outside the existing building footprint, this total redevelopment would not only provide artistic spaces it would incorporate a new Spennymoor library and significantly add to improving the public realm in the surrounding area.
138. External financial pressures have led to the requirement to agree a phasing of the masterplan with the first phase including the redevelopment as indicated on the floorplan.
139. Capital build cost of phase 1 is estimated to require £570,000 with £70,000 coming from Arts Council.
140. Significant partnership working is being developed in order to deliver artistic programs of real community value.
141. Subject to Cabinet approval in June 2008 a start date is anticipated to be September 2008.

142. Phase 2 will be developed after vesting of the new County Durham Unitary Authority and will be approved and managed by the new organisation.

REDEVELOPMENT OF NEWTON AYCLIFFE TOWN



143. The Borough Council is currently working with Durham County Council, County Durham PCT, Great Aycliffe Town Council and Freshwater, the private owners of much of Newton Aycliffe Town Centre, to bring about a comprehensive regeneration solution for the Town Centre that ensures good access to high Quality Public service outlets and supports a process of ongoing investment in retail and commercial operations as anticipated for a Town of Newton Aycliffe's size and catchment.

144. In order deliver these improvements, the town centre must fundamentally reshape its retail offer for the current market, with a smaller number of larger

units, aimed at filling retail gaps following a significant supermarket development and maximise its increasing role as a service centre and place of leisure.

145. To deliver this ambitious and wide ranging programme, the Owners, Freshwater have recently completed and consulted upon a Masterplan for the redevelopment of the town centre, identifying requirements and opportunities within a phased approach.

146. The Town Centre Master Plan has seven phases over six years, outlined below.

Phase 1: April 2008 – Spring 2009

147. The repair and reconfiguration of the existing Somerfield store to form a new retail store.

Phase 2: Summer 2008 to Winter 2009

148. The demolition of the existing petrol station, health clinic, library and Dalton Way buildings; the transfer of the library service and 'cubby' into a new temporary building on the p.f.s. site; and the construction of a new retail unit (Block C building), with a new car park and pedestrian link to Tesco.

Phase 3: During 2009

149. The installation of a new temporary ramp and stair to the upper walkway and removal of the central ramp and certain canopies. The refurbishment of building elevations and new public realm works to Beveridge Way.

Phase 4: August 2009 – August 2011

150. **The closure of** Beveridge Arcade and shops and the formation of a new temporary entrance to the building. The construction of new healthcare and library facilities, and the development of an enlarged car park on the temporary library site.

Phase 5: August 2009 – September 2013

151. The demolition of units 64-84 and Churchill House and the extension of Beveridge Way to Stephenson Way. The formation of a new main entrance piazza with new taxi rank and bus stops. The opening of the main entrance to sports/health/library facilities, the construction of an anchor retail store Block A building and completion of all public realm works.

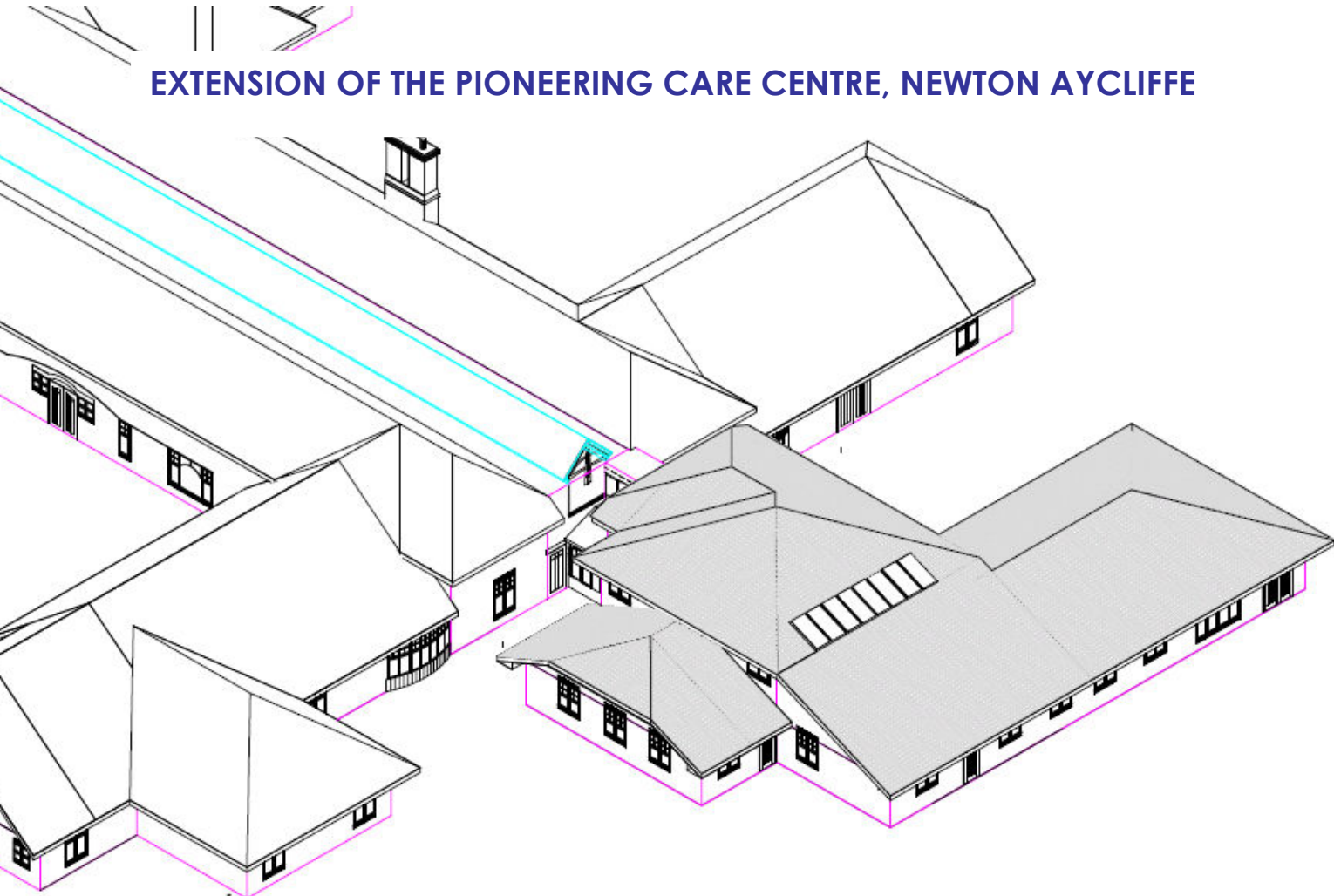
Phase 6: 2014

152. The demolition of the 5-17 Beveridge Way block, construction of a new retail unit Block B building with new public realm works adjacent and the construction of a new market canopy.

Phase 7: 2011 onward

153. The closure of the car park to the rear of the units and the demolition of unit 58 to form a wider entrance, and associated public realm works. The formation of a new service bay and taxi rank, construction of rear extensions to units 32-56 and reconfiguration to form larger units on demand.

EXTENSION OF THE PIONEERING CARE CENTRE, NEWTON AYCLIFFE



154. The Pioneering Care Partnership (PCP) is a registered charity established in 1998, and based in Newton Aycliffe, and providing valuable services to residents from across County Durham. The PCP's mission is to improve the health and quality of life of local people disadvantaged through caring responsibilities, disability, age or ill health and reduce inequalities in health. Its primary activity is to manage a 'one stop shop' Healthy Living Centre in Newton Aycliffe, purpose built by the Council.
155. In light of the development of the new authority for County Durham and the difficult contracting environment for third sector organisations, and in response to the calls in the Local Government White Paper to empower communities through the transfer of assets, the Council is taking steps to safeguard the future of Pioneering Care Partnership.
156. Accordingly, the Council has approved a project to extend the Pioneering Care Centre and then grant the PCP a 125 lease at a peppercorn rent, and has successfully accessed grant funding from the Big Lottery Fund's Community Assets Grant and Working Neighbourhoods Fund to support the project.
157. The extension will house the NHS Wheelchair Service, additional office accommodation, an extension to the community cafe and a Health & Wellbeing Suite. It will provide access to physical activity classes, arts activities, group activities, therapy and rehabilitation services, 'talking' therapies for the local community and meeting facilities for local voluntary groups. A

conservatory will also be built to extend the café at the opposite end of the building to the extension.

158. This facility will be particularly useful to support the development a social prescribing programme to target mental health and employability, which is a priority for the local LSP Health Improvement Group and the Practice Based Commissioning Group.

159. It is anticipated that this project will cost £1.25m, split between the Community Assets Grant (£750,000), WNF (£200,000) and the Council's contribution (£300,000).

160. A project team is in place to manage the delivery of this project to ensure that it is on site by March 2009 and is complete by September 2009.

ORGANISATIONAL DEVELOPMENT PLAN

CAPACITY

161. To ensure that transition projects, LGR implementation milestones and service delivery standards are met the Organisational Development Service will support service departments with effective and timely methods. Appropriate additional resource such as agency workers, interim managers, consultancy and temporary employees will be secured as and when required, and temporary additional duties and responsibilities assigned as necessary.
162. It is also important that 'key worker' knowledge is retained during the transition period, therefore flexible-working policies will be promoted and encouraged.

TRAINING AND DEVELOPMENT

Top Team Development

163. Providing positive leadership through the transition to a unitary authority is a significant and key challenge that will have a major impact on employee morale and retention. To facilitate this executive support will be provided for Management Team and Cabinet via a range of interventions.

Competency Framework

164. It is likely that common standards (competencies) will be used by the new authority to enable fair and transparent recruitment and selection through skills matching. The Council has therefore adopted the competency framework that was developed regionally for managers and this will be implemented in "at risk" areas.

Career Transition Programme

165. In an effort to support employees to secure future career opportunities, a Career Transition Programme will build confidence and understanding of competency based recruitment processes (interviews and assessment centres).
166. Forty people have completed an interview skills course and more training is planned for September 2008.

Professional Development

167. It is important that employees are able to demonstrate compliance with professional standards to ensure they are best positioned for job matching. Relevant employees will be encouraged and supported to identify training required to fill any potential gaps. This will require a re-write of appropriate job descriptions and person specifications to comply with the minimum entry-level requirements of some professions.

Talent Management

168. During the transition period the Council considers it important to address the career aspirations and talents of employees who wish to remain with the new authority but who require further training to enable them to access better

opportunities. The current round of post-entry training has started to identify such employees, however, the training required is broader than post-entry and this is not a complete list. On this basis, the Organisational Development Service will work with Directors and Heads of Service to identify such employees, and agree and compile appropriate development plans.

Change Management Training

169. A detailed LGR focused change management programme will be delivered to all managers as implementation progresses; this is funded by the improvement partnership for the whole of the new County Durham Council. This will provide an opportunity for employees to meet with colleagues from other councils.

COMMUNICATIONS STRATEGY

170. It has been agreed that an internal communications strategy be developed that identifies the key messages at each stage of the change programme. This will need to be regularly reviewed throughout the process and delivered via the following mechanisms:

- CEO/Director Briefings
- Borough Matters (Elected member/staff newsletter)
- liP Group and departmental representatives
- Interactive Methods e.g. Intranet Website
- Trade Union Consultation and Involvement Framework
- Team Brief
- Team Meetings

171. To ensure swift communication takes place, it may be necessary at times to deploy the above mechanisms at short notice. Internal/external communications strategies will be aligned and coordinated to ensure employees receive information from the appropriate source at an appropriate time.

FINANCIAL PLAN

172. The original version of this Transition Plan was presented during the period of the preparation of the 2009/2010 spending plans.

REVENUE BUDGETS

173. The budget framework for 2009/2010 was agreed by the Council at its meeting of the 29 February 2008. The estimates for 2009/2010 were constructed applying the principles discussed in the transition plan as outlined below

Revenue Budget Principles

- Growth restricted to legislative or demand led changes that will lead to added value
- Use of Reserves in line with Medium Term Financial Plan forecasts i.e. the use of balances and reserves to meet recurring expenditure will be maintained, but with the constraint that it will not exceed more than 5% of the revenue budget.
- A balanced Housing Revenue Account without recourse to reserves in accordance with the Medium Term Financial Plan
- Rent increases in accordance with the revised rent restructuring formula.

174. The principles also included a Council Tax estimated increase of 3%, increasing a district band D tax by £5.58 to £191.69. The final budget proposals were able to reduce the required increase in the Borough's element of Council Tax to only 2.1% giving a band D tax of £190.02.

175. The revenue outturn position can be summarised as follows: -

	Forecast Saving at first transition plan £'000	Actual Saving/(Overspend) £'000	Variance £'000
General Fund	165	224	59
Housing Revenue Account	269	(235)	(504)
Total	434	(11)	445

176. The position on the HRA is attributable to costs being incurred early in the 2007/2008 financial year that have been budgeted for in 2008/2009. Forecasts assume that reserves will be replenished in 2008/2009.

CAPITAL PROGRAMME 2008/2009

177. The Transition Plan and subsequent budget framework assumed that the capital programme for 2008/2009 would be in line with the Medium Term Financial Plan and would be set at around £20m. Priorities were driven by the need to concentrate on the Council's key transitional projects and the ongoing maintenance of the housing stock as part of the commitment to achieving the Government's Decent Homes Standard.

178. At the time of the budget presentation not all resources were confirmed and it was agreed that a further detailed report on capital projects would need to be presented to Cabinet. Cabinet agreed proposals at its meeting of the 19 June. The final capital programme is as follows: -

Programme	Estimate
	£m
HRA	7.700
Town Centre Regeneration	0.300
Housing Regeneration	5.800
Training Centre	2.330
Community Asset Transfer - PCC	0.300
ICT	0.300
LIP	1.000
Asset Management	0.500
CCTV	0.100
Community Health	0.050
Cornforth Conservation Partnership	0.050
Housing GF	0.800
Litter Bins	0.010
Contingency	0.260
Total	19.500

179. In addition to the new investment there are ongoing commitments to meet from previous programmes amounting to £6.814m. This gives a total resource requirement of £26.314m. To meet these commitments the council has forecast resources of: -

Description	2007/08 B/fwd.	2008/09	Total
	£m	£m	£m
Capital Receipts			
Housing RTB	0.896	0.977	1.873
Housing RTB discounts		0.050	0.050
General Fund	0.761	3.554	4.315
MRI	9.320	0.160	9.480
Capital Grants	0.237		0.237
Government Support		7.654	7.654
Earmarked Reserves	0.405	1.947	2.352
Capital Contributions	0.031	0.002	0.033
Other			
LEGI		0.500	0.500
LABGI		0.319	0.319
Total	11.651	15.163	26.814

180. The level of available resource has reduced as significant receipts from land sales will not now be received due to the downturn in the housing market and

reductions in values. The Council has decided to retain the assets until the position improves.

181. There have been a number of amendments to the draft capital programme and these are summarised as follows: -
182. **Arts Resource Centre** - The budget framework report identified council resource of £1.3m. This was in addition to the original £0.7m allocated as part of the 2007/2008 capital programme. However, the delivery of the overall concept was heavily reliant on external funding partners coming on stream and also working in partnership with Durham County Council on the inclusion of Spennymoor Library within Spennymoor Leisure Centre.
183. Whilst the vision of the scheme remains valid and the desire to take it forward still exists, the picture regarding external funding has changed and the financial viability of the scheme is less certain. In addition the discussions on the library integration have stalled. Therefore, the Director of Leisure Service is currently examining what essential elements of the project can be delivered from the existing allocation without damaging the overall integrity of the scheme and a further report is being prepared. The previous identified level of additional funding (£1.3m) has been removed from 2008/09 programme estimates.
184. **Town Centre Regeneration** - Whilst this forms a specific part of the transitional programme no specific figure was included in the Budget Framework Report. A figure of £0.3m has now been included to supplement brought forward receipts allowing for the completion of the shop fronts improvement programme and also to enable the Council to meet its matched funding obligations under single programme grant conditions.
185. **Housing Regeneration** - an allocation of £5.8m is largely in line with the budget framework and Medium Term Financial Plan and it is there, primarily, to continue work already under way in the master planning areas of Dean Bank, Ferryhill Station and West Chilton. The phasing of the expenditure will be subject to regular progress reviews as it is led to a large degree by the ability to buy up and demolish properties and the opportunity to facilitate regeneration of the cleared sites. Further reports will be presented to members in due course.
186. **Community Asset Transfer** - The Council alongside the PCP submitted and application for funding relating to Community Asset Transfer principles as outlined in the Quirk review. Of a national funding commitment of £30m the application has been successful in attracting a contribution of £0.75m to support an extension to the PCC building estimated to cost £1.25m in total. The extension is required to ensure that the ongoing viability of the PCP is secured allowing for the asset to be transferred. A further application for Working Neighbourhood funding has secured £200,000 leaving £300,000 to be met from Council resources (24% of the total cost). Cabinet have already received and supported the principles of the transfer and, consequently, this sum has been introduced into the programme.

187. **Key Corporate Projects** - The budget framework report identified a broad estimate of £2.5m to meet other priorities and essential spend requirements for 2008/2009. This report breaks the figure down to detailed areas of spend. The final total, including programme contingency, is £3.07m. The single largest element of this part of the programme is the Local Improvement Programme (LIP).
188. The 2008/2009 financial year marks the final year of the LIP. The LIP was conceived as a 3-year programme running from 1st March 2006 - 31st March 2009, to support the regeneration of individual land and or buildings across the Borough. To enable the Council to assess remaining aspirations across the Borough against the resources available a cut off date for new LIP applications of the 31st July 2008 has been established. This will ensure that sufficient time remains within the programme to support the further development of these schemes, carry out initial project appraisal and also feed them into the Area Forum timetable to ensure that schemes that are taken forward through LIP meet local needs and priorities.
189. Detailed management of the programme is being put in place to monitor both spend and expected outcomes. Cabinet will receive quarterly reports on progress.

SUMMARY

190. Since the preparation of the original Transitional Plan the authority has produced its detailed spending plans for 2008/09. In producing these due regard has been given to the key priorities identified and the need to consider spending requirements in the context of reorganisation.
191. Detailed monitoring arrangements remain in place and quarterly reports on both revenue and capital budgets will be prepared.

RISK MANAGEMENT

192. Risk management arrangements within the council have been continually developed over the past year with an increased focus on the strategic risks facing the authority.

193. The decision to proceed with the move to a single unitary authority for County Durham has led to a further review of the major risks facing the authority in the remaining period up to April 2009. The revised 12 key strategic risks are now considered to be: -

- The recruitment and retention of staff
- Failure to reduce levels of sickness
- Failure of the Council's ICT infrastructure
- Failure to maintain/improve on the quality of corporate governance
- Non-compliance with legislation
- Failure to deliver the private sector master plan / major regeneration initiatives (including regeneration company as part of the solution
- Ability to develop performance management across departments
- Failure to deliver an ongoing training service/facility
- Partnerships – performance, funding, exit strategies
- Comprehensive assessment of Resource needs
- Failure to deliver satisfactory housing/capital maintenance within the partnership agreement
- Failure to deliver the Decent Homes Standard and a quality housing management Service

194. Many of these are referenced within this document and delivery of the key projects identified will address the fundamental issues outlined.

195. The authority has, through its strategic risk group, nominated lead officers for each of the associated risks and information on each has been gathered using the risk matrix and management action plan approach.

196. Nominated lead officers will be responsible for preparing and maintaining a risk log for each of the projects in accordance with PRINCE principles. The other, more generic risks will continue to remain the responsibility of the nominated lead officers.

197. A headline risk assessment (High/Medium/Low) has been undertaken in relation to the key projects outlined in this document, and is set out below. Work is ongoing to ensure these risks are addressed prior to final approvals.

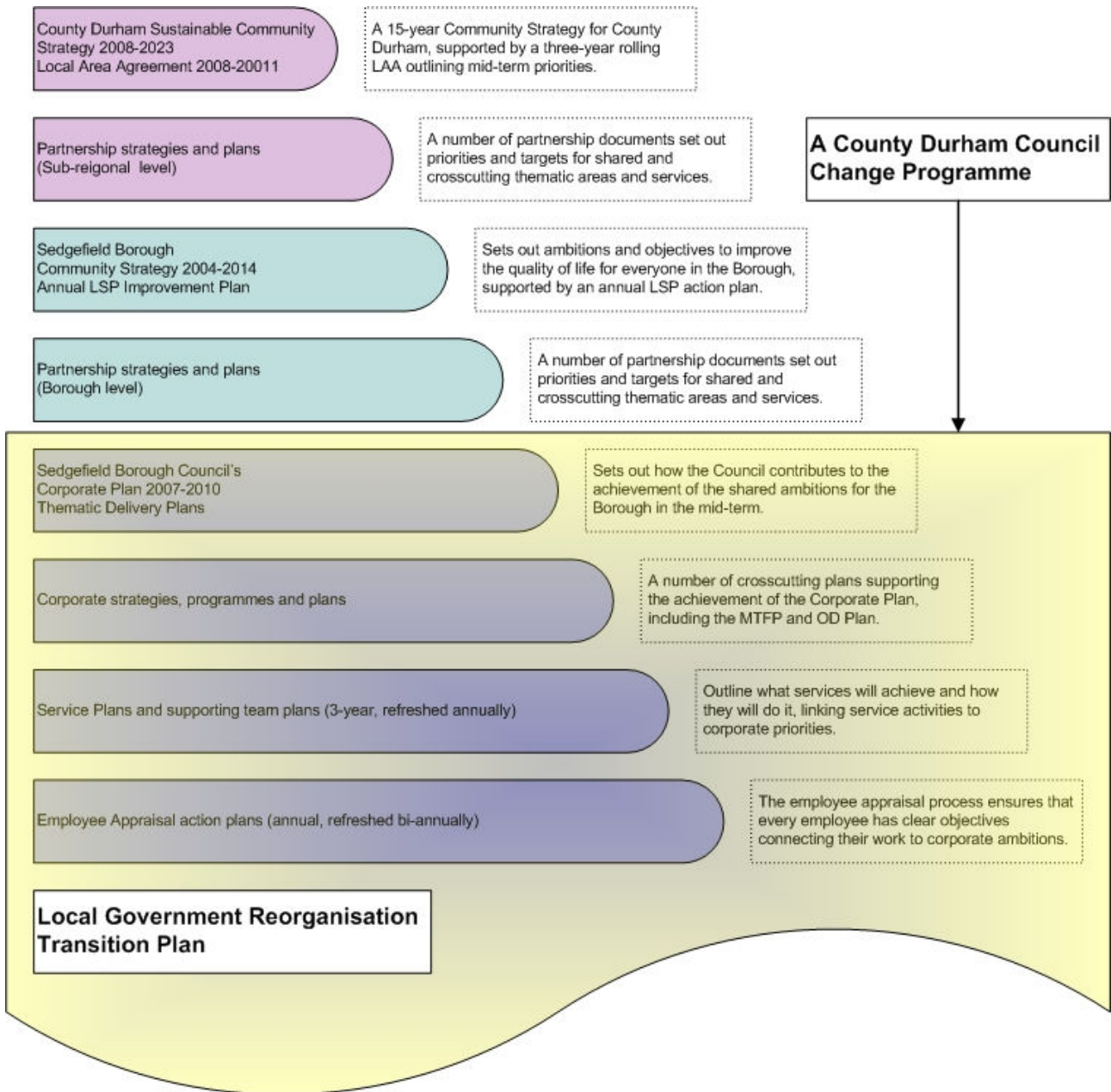
Project	Public demand	LGR proof	Probability of meeting required commitments		
			Financial	People	Time
LSVT	M	H	H	H	H
Coalfields Housing Renewal	H	M	M	H	M
Spennymoor Regeneration	H	L	L	H	M

Training Merger	H	M	M	M	H
Newton Aycliffe Regeneration	H	H	H	M	H
Pioneering Care Partnership	M	M	H	H	H

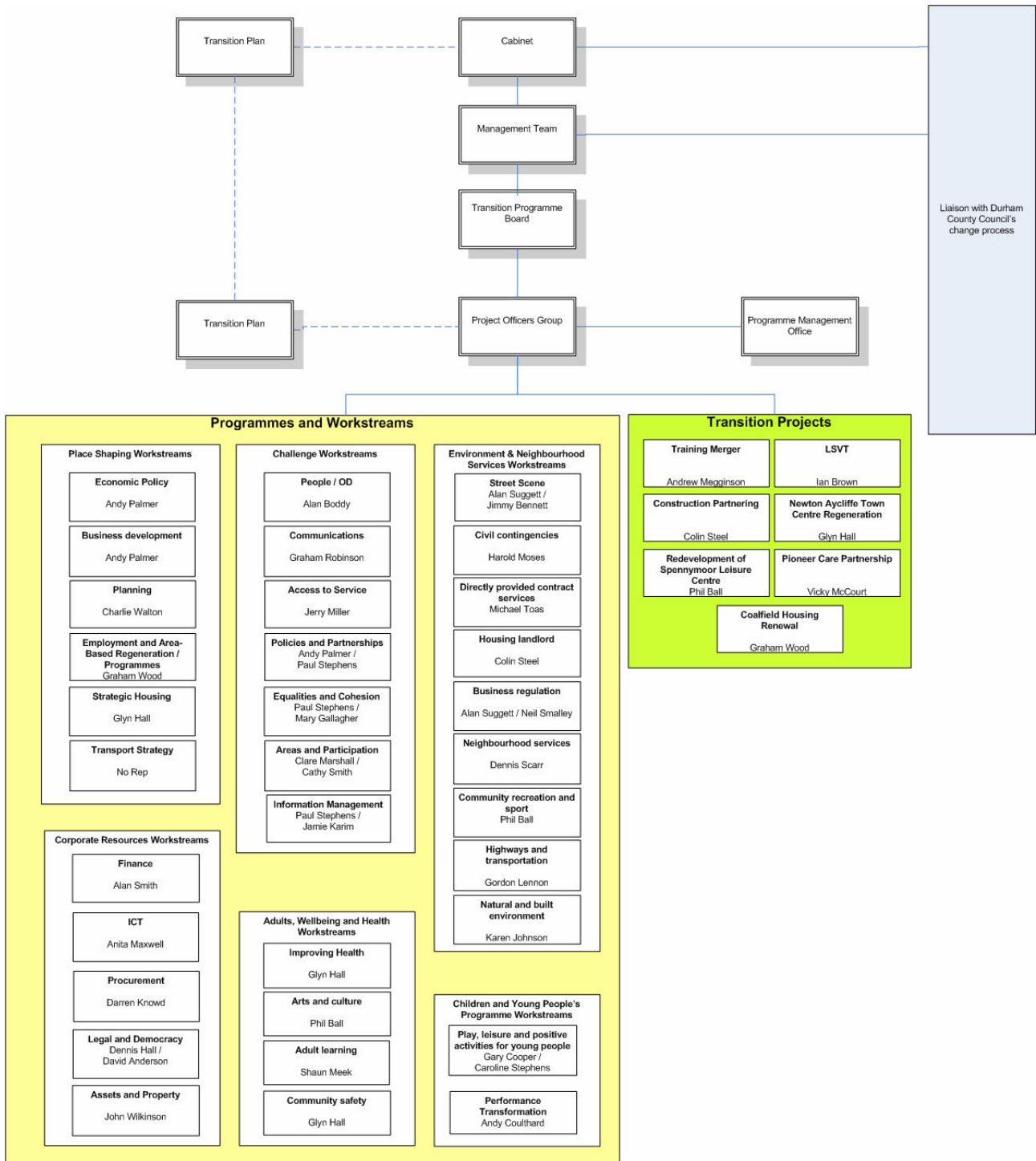
198. Regular review of progress will be a key feature of the project management approach adopted and this will need to be informed by other risk issues that could affect the overall successful delivery of the expected outcomes.

199. Work on transition risks is shared with the LGR programme office and also monitored through this channel and relevant workstreams.

APPENDIX 1: CORPORATE PLANNING ARRANGEMENTS



APPENDIX 2: CORPORATE TRANSITION PROGRAMME STRUCTURE



APPENDIX 3: BEST VALUE PERFORMANCE INDICATORS 2007/2008

Ref	Description	2006/2007 Outturn	2006/2007 Quartile			2007/2008 Target	2007/2008 Outturn	Target Achieved	Trend	2008/2009 Target
BV002a	The level of the Equality Standard for local government to which the Authority conforms	2	Not available			3	3	Y	▲	4
BV002b	The quality of an Authority's Race Equality Scheme (RES) and the improvements resulting from it's application	47.4%			4	47.4%	68.42%	Y	▲	74%
BV008	Percentage of invoices paid by the Authority within 30 days of receipt or within the agreed payment terms	98.10%	1			98.30%	97.4%	N	▼	98%
BV009	Percentage of council tax collected by the Authority in the year	95%			4	95%	95.3%	Y	▲	96.3%
BV010	Percentage of non-domestic rates (business rates) collected in year	99.10%		2		99.20%	99%	N	▼	99.30%
BV011a	Percentage of top-paid 5% of local authority staff who are women	11.48%			4	10%	5%	N	▼	10%
BV011b	Percentage of the top 5% of Local Authority staff who are from an ethnic minority	4.26%		2		5%	2.5%	N	▼	3%
BV011c	Percentage of the top paid 5% of staff who have a disability	4.26%		2		3%	2.5%	N	▼	3%
BV012	Number of working days/shifts lost to the Local Authority due to sickness absence	13.8 days			4	10.5 days	14.51 days	N	▼	11 days
BV014	Percentage of employees retiring early as a percentage of the total work force	0%	1			1%	2.71%	N	▼	1%
BV015	Percentage of local authority employees retiring on grounds of ill health as a percentage of the total workforce	0.92%			4	0.90%	1.48%	N	▼	1%
BV016a	Percentage of local authority employees with a disability	2.54%			3	2.5%	2.07%	N	▼	1.8%
BV016b	Percentage of the economically active population in the local authority area who have a disability	21.71%	Not applicable			21.71	21.71%	Y	◀ ▶	21.71%

Ref	Description	2006/2007 Outturn	2006/2007 Quartile				2007/2008 Target	2007/2008 Outturn	Target Achieved	Trend	2008/2009 Target
BV017a	Percentage of local authority employees from ethnic minority communities	0.20%				4	0.25%	0.41%	Y	▲	0.30%
BV063	The average SAP rating of local authority-owned dwellings	71			3		71	74	Y	▲	72
BV064	Number of non-local authority-owned dwellings returned to occupation or demolished during the financial year	0				4	26	0	N	◀▶	30
BV066a	Rent collected by the local authority as a proportion of rents owed on Housing Revenue Account (HRA) dwellings	98.84%	1				98.80%	99.09%	Y	▲	98.80%
BV066b	Number of local authority tenants with more than seven weeks of (gross) rent arrears as a percentage of the total number of council tenants	3.89%	1				4%	3.32%	Y	▲	3.75%
BV066c	Percentage of local authority tenants in arrears who have had Notices Seeking Possession served	19.90%		2			13%	20.13%	N	▼	13%
BV066d	Percentage of local authority tenants evicted as a result of rent arrears	0.10%	1				0.2%	0.15%	Y	▼	0.20%
BV076b	Number of fraud investigators employed by the Local Authority, per 1,000 caseload	0.18	Not available				0.18	0.18	Y	◀▶	0.18
BV076c	Number of Housing Benefit and Council Tax Benefit fraud investigations carried out by the Local Authority per year, per 1,000 caseload	52.23	Not available				55	45.32	N	▼	60
BV076d	Number of Housing Benefit and Council Tax Benefit prosecutions and sanctions, per year, per 1,000 caseload	3.93	Not available				4.50	7.61	Y	▲	4.7
BV078a	Average processing time taken for all new Housing and Council Tax Benefit claims submitted to the Local Authority	20.7 days	1				18 days	20.8 days	N	▼	17 days
BV078b	Average processing time taken for all written notifications to the Local Authority for changes to a claimant's circumstances	11.88 days		2			9 days	9.61 days	N	▲	8 days
BV079a	Accuracy of processing (percentage of cases for which the Authority's calculation of Housing and Council Tax Benefit is found to be correct)	99.80%	1				99.5%	100%	Y	▲	99.5%

Ref	Description	2006/2007 Outturn	2006/2007 Quartile			2007/2008 Target	2007/2008 Outturn	Target Achieved	Trend	2008/2009 Target
BV079bi	Amount of Housing benefit overpayments recovered as a percentage of those deemed recoverable	79.49%		2		81%	96.84%	Y	▲	83%
BV079bii	Housing Benefit overpayments recovered during the period as a percentage of the total amount of overpayment debt outstanding at the start of the period plus the amount of overpayments identified during the period	42.42%	1			45%	44.63%	N	▲	47%
BV079biii	Housing Benefit overpayments written off during the period as a percentage of the total amount of overpayment debt outstanding at the start of the period, plus the amount of overpayments identified during the period	5.16%	Not available			4.8%	1.91%	Y	▲	4.60%
BV082	Percentage of the total tonnage of household waste arisings that have been recycled and/or composted	25.27%		3		26%	17.98%	N	▲	27%
BV082ai	Percentage of the total tonnage of household waste arisings that have been recycled	15.69%		3		16.3%	17.54%	Y	▲	17%
BV082aii	Total tonnage of household waste arising which have been sent to the Authority for recycling	5,701.42		2		6,100	5894.92	N	▲	6,400
BV082bi	Percentage of the total tonnage of household waste arisings that have been composted	9.58%		2		9.50%	1.33%	N	▼	10%
BV082bii	The tonnage of household waste sent by the Authority for composting or treatment by anaerobic digestion	3,481.41		3		3,500	2,876.7	N	▲	3,700
BV084a	Kilograms of household waste collected per head	417		2		422	403	Y	▲	429
BV084b	Percentage change from the previous financial year in the number of kilograms of household waste collected per head	-8.20%	1			1.20%	-3.36%	Y	▼	+1.6%
BV086	Cost of waste collection per household	£38.83		2		£38.35	Awaiting figure	N/A	-	£40.26
BV091a	Percentage of population served by kerbside collection of recyclables	100%	1			100%	100%	Y	▲	100%

Ref	Description	2006/2007 Outturn	2006/2007 Quartile			2007/2008 Target	2007/2008 Outturn	Target Achieved	Trend	2008/2009 Target
BV091b	Percentage of households resident in the authority's area served by kerbside collection of at least two recyclables	100%	1			100%	100%	Y	▲	100%
BV106	Percentage of new homes built on previously developed land	38.10%			4	45%	31%	N	▼	47%
BV109a	Percentage of major Commercial and Industrial applications decided within 13 weeks	49.7%			4	60%	50%	N	▲	63%
BV109b	Percentage of minor Commercial and Industrial applications decided within 8 weeks	72.2%		3		75%	78.1%	Y	▲	77%
BV109c	Percentage of all other applications decided within 8 weeks	87.4%	2			91%	89.5%	N	▲	91%
BV126	Domestic burglaries per year, per 1,000 households in the Local Authority area	8.31	2			8.8	7.97	Y	▲	8.8
BV127a	Violent crime per year, per 1,000 population in the Local Authority area	18.97		3		19.99	16.76	Y	▲	18.89
BV127b	Robberies per year, per 1,000 population in the Local Authority area	0.05	2			1	0.19	Y	▲	1
BV128	Number of vehicle crimes per year, per 1,000 population in the Local Authority area	7.76	2			7.79	6.18	Y	▲	7.59
BV156	Percentage of authority buildings open to the public in which all public areas are suitable for, and accessible to, disabled people	100%	Not available			100%	100%	Y	▲	100%
BV166a	Score against checklist of best practice for Environmental Health	70%			4	70%	70%	Y	◀▶	70%
BV170a	Number of visits to/usages of LA funded/part-funded museums per 1,000 population	1,933	1			2,030	2,247	Y	▲	2,127
BV170b	Number of those visits that were in person, per 1,000 population	1,573	1			1,652	1,688	Y	▲	1,731
BV170c	Number of pupils visiting museums and galleries in organised school groups	2,147		3		3,000	3,356	Y	▲	5,000

Ref	Description	2006/2007 Outturn	2006/2007 Quartile			2007/2008 Target	2007/2008 Outturn	Target Achieved	Trend	2008/2009 Target
BV174	Number of racial incidents reported to the Local Authority, and subsequently recorded, per 1,000 population	3.34	Not available			5	3.43	Y	◀ ▶	5
BV175	Percentage of racial incidents reported to the Local Authority that resulted in further action	100%	1			100%	100%	Y	▲	100%
BV183b	Average length of stay in hostel accommodation of households that are unintentionally homeless and in priority	0 weeks	1			0 weeks	0 weeks	Y	▲	0 weeks
BV184a	Proportion of local authority dwellings which were non-decent at the start of the financial year	42%			3	23%	38%	N	▲	13%
BV184b	Percentage change in the proportion of non-decent dwellings between the start and end of the financial year	+12%			3	+65%	-40%	N	▼	+75%
BV199a	Percentage of relevant land and highways that are assessed as having combined deposits of litter and detritus that fall below an acceptable level	9%	1			8.50%	15%	N	▼	8%
BV199b	Percentage of relevant land and highways from which unacceptable levels of graffiti are visible	0%	1			1%	2%	N	▼	1%
BV199c	Percentage of relevant land and highways from which unacceptable levels of fly-posting are visible	0%	1			0%	0%	Y	▲	0%
BV199d	Year-on-year reduction in total number of incidents and increase in total number of enforcement actions taken to deal with 'fly-tipping'	Grade 1 Very Effective	Not available			Grade 1 Very Effective	Awaiting figure	N/A	N/A	Grading 1 Very Effective
BV200a	Did the local planning authority submit the Local Development Scheme (LDS) by 28th March 2005 and thereafter maintain a 3-year rolling programme?	Yes	Not available			Yes	Yes	Y	▲	Yes
BV200b	Has the local planning authority met the milestones which the current Local Development Scheme (LDS) sets out?	No	Not available			Yes	No	N	◀ ▶	Yes
BV202	Number of people sleeping rough on a single night within the area of the authority	0	1			0	0	Y	▲	0

Ref	Description	2006/2007 Outturn	2006/2007 Quartile			2007/2008 Target	2007/2008 Outturn	Target Achieved	Trend	2008/2009 Target
BV204	The percentage of appeals allowed against the authority's decision to refuse on planning applications	40%	Not available			25%	28.6%	N	▲	20%
BV205	The local authority's score against a 'quality of planning services' checklist	83%			4	83%	83%	Y	◀▶	83%
BV212	Average time taken to re-let local authority housing	30 days	2			30 days	41 days	N	▼	29 days
BV213	Number of households who considered themselves as homeless for whom housing advice casework intervention resolved their situation	7	1			4	8	Y	▲	5
BV216a	Number of 'sites of potential concern' [within the local authority area], with respect to land contamination	3,079			4	TBE	3,079	N/A	◀▶	TBE
BV216b	Number of sites for which sufficient detailed information is available to decide whether remediation of the land is necessary, as a percentage of all 'sites of potential concern'.	2		3		TBE	2	N/A	◀▶	TBE
BV217	Percentage of pollution control improvements to existing installations completed on time	100%	1			100%	100%	Y	▲	100%
BV218a	Percentage of new reports of abandoned vehicles investigated within 24 hours of notification	100%	1			95%	100%	Y	▲	95%
BV218b	Percentage of abandoned vehicles removed within 24 hours from the point at which the Authority is legally entitled to remove the vehicle	96.70%	1			95%	100%	Y	▲	95%
BV219b	Percentage of conservation areas in the local authority area with an up-to-date character appraisal	6.70%		3		20%	6.60%	N	▼	19.9%
BV225	Score against a checklist for 'Actions against domestic violence'	82%	Not available			100%	82%	N	◀▶	100%
BV226a	Total amount spent by the Local Authority on Advice and Guidance services provided by external organisations	£446,618.62	Not available			TBE	Awaiting figure	N/A	-	TBE
BV226b	Percentage of monies spent on advice and guidance services provision which was given to organisations holding the CLS Quality Mark at 'General Help' level and above	34	Not available			TBE	Awaiting figure	N/A	-	TBE

Ref	Description	2006/2007 Outturn	2006/2007 Quartile	2007/2008 Target	2007/2008 Outturn	Target Achieved	Trend	2008/2009 Target
BV226c	Total amount spent on Advice and Guidance in the areas of housing, welfare benefits and consumer matters which is provided directly by the authority to the public	£134,811	Not available	TBE	Awaiting figure	N/A	-	TBE

APPENDIX 4: KEY PERFORMANCE INDICATORS 2008/2009

Ref	Description
NI 8	Adult participation in sport and active recreation
NI 139	The extent to which older people receive the support they need to live independently at home
NI 157	Processing of planning applications
NI 158	% non-decent council homes
NI 170	Previously developed land that has been vacant or derelict for more than 5 years
NI 179	Value for money – total net value of ongoing cash-releasing value for money gains that have impacted since the start of the 2008–09 financial year
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events
NI 184	Food establishments in the area which are broadly compliant with food hygiene law
NI 191	Residual household waste per household
NI 192	Percentage of household waste sent for reuse, recycling and composting
NI 195	Improved street and environmental cleanliness (levels of litter, detritus, graffiti and fly posting)
XBV 002(a)	The level of the Equality Standard for local government to which the Authority conforms
XBV 002(b)	The quality of an Authority's Race Equality Scheme (RES) and the improvements resulting from its application
XBV 008	Percentage of invoices paid in 30 days
XBV 009	Proportion of Council Tax collected in year
XBV 012	Number of working days/shifts lost to the Local Authority due to sickness absence
XBV 212	Average time taken to re-let local authority housing
XBV 218(b)	Percentage of abandoned vehicles removed within 24 hours from the point at which the Authority is legally entitled to remove the vehicle
CP A03	Number of people spectating or participating in a cultural activity
CP H02	General PH- Percentage of general public health complaints responded to within 3 days
CP H09	Representative facility use by people from the most disadvantaged socio-economic groups
CP H10	Representative facility use by people aged over 60
CP P04	Percentage of unemployed adults undertaking training with SBC who gain employment
CP P08	Number people achieving NVQ Level 2 through Train 2 Gain
CP P09	Number of people benefiting from enterprise coaching on a 1–1 basis through the Council's Enterprise in Deprived Communities programme
CP P10	Number of new start businesses registering with the Inland Revenue as a result of support received through the Enterprise in Deprived Communities programme

APPENDIX 5: STATEMENT ON DATA QUALITY

The Council recognises the importance of reliable, accurate and timely information in decision-making, managing services and accounting for performance.

It is committed to ensuring the highest standards of data quality across the organisation and has developed in the last year an overarching data quality policy supported by specific policies for financial, performance and human resources data. A further policy on customer data is in development, linking to the Council's Making Change Happen programme.

These policies set out governance arrangements and roles and responsibilities for data quality and are supported by systems and processes.

Arrangements for data quality are reviewed annually to ensure continuous improvement, in line with the Council's audit and inspection arrangements.

APPENDIX 6: STATEMENT ON WORKFORCE MATTERS

The Council makes full use of statutory and non-statutory arrangements to protect the legitimate interests of employees during any transfers. All future contracts that involve transfer comply, where applicable, with the requirements of the Code of Practice on Workforce Matters in Local Authority Service Contracts, as set out in ODPM Circular 03/2003 and with the Transfer of Undertakings Protection of Employment Regulations 2006.

During 2007/2008, 116 employees transferred to Mears as part of a 5 year contract for the procurement of Housing Construction Related Services. This was a TUPE transfer and was carried out in accordance with TUPE 2006 Regulations.

Please ask us if you would like this document in other languages, in large print or on audio tape.



العربية (Arabic)

إذا أردت المعلومات بلغة أخرى أو بطريقة أخرى، نرجو أن تطلب ذلك منا.

polSKI (Polish)

Jeżeli chcieliby Państwo uzyskać informacje w innym języku lub w innym formacie, prosimy dać nam znać.

বাংলা (Bengali)

যদি আপনি এই ডকুমেন্ট অন্য ভাষায় বা ফরমেটে চান, তাহলে দয়া করে আমাদেরকে বলুন।

ਪੰਜਾਬੀ (Punjabi)

ਜੇ ਇਹ ਜਾਣਕਾਰੀ ਤੁਹਾਨੂੰ ਕਿਸੇ ਹੋਰ ਭਾਸ਼ਾ ਵਿਚ ਜਾਂ ਕਿਸੇ ਹੋਰ ਰੂਪ ਵਿਚ ਚਾਹੀਦੀ, ਤਾਂ ਇਹ ਸਾਥੋਂ ਮੰਗ ਲਓ।

(中文(繁體字)) (Cantonese)

如欲索取以另一語文印製或另一格式製作的資料，請與我們聯絡。

Español (Spanish)

Póngase en contacto con nosotros si desea recibir información en otro idioma o formato.

हिन्दी (Hindi)

यदि आपको सूचना किसी अन्य भाषा या अन्य रूप में चाहिये तो कृपया हमसे कहे

اردو (Urdu)

اگر آپ کو معلومات کسی دیگر زبان یا دیگر شکل میں درکار ہوں تو برائے مہربانی ہم سے پوچھئے۔



Sedgefield

BOROUGH COUNCIL

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Strategy and Regeneration

Chief Executive's Department

Sedgefield Borough Council

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Item 7

REPORT TO COUNCIL

30TH JUNE 2008

REPORT OF CHIEF EXECUTIVE

LOCAL GOVERNMENT AND HOUSING ACT 1989 - THE LOCAL GOVERNMENT (COMMITTEES AND POLITICAL GROUPS) REGULATIONS 1990

Summary

This report amends the allocation of seats on committees to political groups as a result of recent changes in political balance in accordance with the Local Government (Committees and Political Groups) Regulations 1990. The report details the membership of political groups at Appendix 2.

Nominations have been received from political groups in respect of representation on the committees effected by the revised allocation of seats. These are set out at Appendix 3 for formal agreement by Council.

Recommended:

1. That the allocation of seats to political groups be in accordance with the schedule at Appendix 1
2. That the membership of political groups at Appendix 2 be noted.
3. That the nominations received from political groups detailed at Appendix 3 be approved.

Background

1. In order to comply with the Local Government (Committees and Political Groups) Regulations 1990 a review of the allocation of seats on Committees to political groups should be undertaken:-
 - (a) At the Annual Meeting of the Council
 - (b) Upon receipt of a request from a political group, given that one month has expired since the previous review.
 - (c) Upon the election of a Member following a by-election.
 - (d) At any other such time as the Secretary of State may specify.
2. Under the political management arrangements embodied in the Constitution and in order to comply with the Regulations, political balance must be applied to the following bodies of the Council:-

Overview & Scrutiny Committees
Audit Committee
Development Control Committee,

Licensing Committee 1 and 2
 Standards Committee
 Appeals/Review Panel
 Chief Officers Appointments Panel
 Employment Issues Panel
 Personnel Appeals Panel.

The Cabinet, Area Forums and the Borough/Parish Relations Working Party are excluded from the scope of the political balance regulations.

3. The allocation of seats on committees and panels in accordance with political balance is set out in Appendix 1. Committees effected by the revised allocation of seats are marked with an asterisk (*). Appendix 2 sets out the membership of political groups
4. Nominations have been sought from political groups in respect of representation on the committees effected by the revised allocation of seats. In addition a nomination has been sought to fill the vacancy on the Standards Committee. These are set out at Appendix 3 for formal agreement by Council.
5. The Borough/Parish Relations Working Party, being an informal liaison group rather than a committee of the Council, does not come within the scope of the political balance regulations. The Alliance 2003 Group is however required to refresh its representation on the Working Party as a consequence of changes to political groups. The Alliance 2003 Group's nomination to this Working Party is included in Appendix 3.

Contact Officer:- David Anderson, Democratic Services Manager

Telephone No:- (01388) 816166 ext 4109

Email Address:- danderson@sedgefield.gov.uk

Ward(s) Not ward specific

Background Papers

1. Local Government Act 1989.
2. The Local Government (Committees and Political Groups) Regulations 1990.
3. The Local Government (Committees and Political Groups) Amendment Regulations 1991

Examination by Statutory Officers

	Yes	Not Applicable
1. The report has been examined by the Councils Head of the Paid Service or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Councils S.151 Officer or his representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. The report has been approved by Management Team	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**LOCAL GOVERNMENT AND HOUSING ACT 1989
THE LOCAL GOVERNMENT (COMMITTEES AND POLITICAL GROUPS)
REGULATIONS 1990**

	Total Seats	Labour	2003 Alliance	Lib Dem	Ind.	Vacancies	Co-opted members	Parish/ Town Council Reps
Strategic Leadership Overview & Scrutiny Committee	11	5	4	1	0	1	-	-
* Healthy Borough with Strong Communities Overview & Scrutiny Committee	12 (+2 non- voting Co- opted)	6	3	2	1	0	2	-
* Prosperous and Attractive Borough Overview & Scrutiny Committee	12	6	3	2	1	0	-	-
Audit Committee	6	4	1	1	0	0	-	-
Development Control Committee	50	30	11	6	2	1	-	-
* Licensing 1	19	12	4	2	1	0	-	-
* Licensing 2	15	9	3	2	1	0	-	-
Standards Committee	10	2	1	1	1	0	3	2
* Appeals/Review Panel	19	12	4	2	0	1	-	-
Chief Officers Appointments Panel	7	4	1	1	1	0	-	-
* Employment Issues Panel	7	4	1	1	1	0	-	-
* Personnel Appeals Panel	12	7	3	1	0	1	-	-

* Indicates allocation of seats has been amended. See also Appendix 2 for nominations to these Committees received from Political Groups

MEMBERSHIP OF POLITICAL GROUPS

Labour

Councillor Mrs. A. M. Armstrong (<i>Leader</i>)	Councillor A. Hodgson
Councillor B.F. Avery, J.P.	Councillor Mrs. L. Hovvels
Councillor Mrs. D. Bowman	Councillor Mrs. H. J. Hutchinson
Councillor J. Burton	Councillor Mrs. S. J. Iveson
Councillor V. Chapman	Councillor J.M. Khan
Councillor D. Chaytor	Councillor B. Lamb
Councillor Mrs K. Conroy	Councillor C. Nelson
Councillor Mrs. P. Crathorne	Councillor D.A. Newell
Councillor V. Crosby (<i>Deputy Leader</i>)	Councillor Mrs. E. M. Paylor
Councillor T.F. Forrest	Councillor Mrs. C. Potts
Councillor Mrs. B. Graham	Councillor J. Robinson J.P.
Councillor A. Gray	Councillor A. Smith
Councillor G.C. Gray	Councillor B. Stephens
Councillor Mrs. J. Gray	Councillor T. Ward
Councillor J.E. Higgin	Councillor W. Waters

Alliance 2003

Councillor W.M. Blenkinsopp (<i>Leader</i>)	Councillor Mrs. I. Hewitson
Councillor T.D. Brimm	Councillor P. Gittins
Councillor D. Farry	Councillor Mrs. L. Cuthbertson
Councillor T. Hogan (<i>Deputy Leader</i>)	Councillor D. Brown
Councillor Mrs. S. Haigh	Councillor A. Warburton
Councillor B. Haigh	

Liberal Democrat

Councillor G.M.R. Howe	Councillor B.M. Ord (<i>Leader</i>)
Councillor J.G. Huntington (<i>Deputy Leader</i>)	Councillor K. Thompson
Councillor Mrs. E. Maddison	Councillor Mrs. E.M. Wood

Not Affiliated to a Political Group

Councillor D.M. Hancock
Councillor Ms. I. Jackson

HEALTHY BOROUGH WITH STRONG COMMUNITIES
OVERVIEW & SCRUTINY COMMITTEE

12 Non Cabinet Members (6 Labour, 3 Alliance 2003, 2 Liberal Democrat, 1 Independent)
Plus 2 Co-optees (Non-voting)

Chairman : Councillor J.E. Higgin
Vice-Chairman: Councillor Mrs. P. Crathorne

Members : Councillor W.M. Blenkinsopp
Councillor D. Bowman
Councillor J. Burton
Councillor Mrs. S. Haigh
Councillor Mrs. H.J. Hutchinson
Councillor Ms. I Jackson
Councillor K. Thompson
Councillor A. Warburton
Councillor T. Ward
Councillor Mrs. E.M. Wood

Plus 2 Co-optees (non-voting)

PROSPEROUS AND ATTRACTIVE BOROUGH
OVERVIEW & SCRUTINY COMMITTEE

12 Non Cabinet Members (6 Labour, 3 Alliance 2003, 2 Liberal Democrat, 1 Independent)

Chairman : Councillor G.C. Gray
Vice-Chairman: Councillor B. Lamb

Members : Councillor Mrs. L. Cuthbertson
Councillor P. Gittins
Councillor D.M. Hancock
Councillor Mrs. I. Hewitson
Councillor G.M.R. Howe
Councillor Mrs. S.J. Iveson
Councillor Mrs. E. Maddison
Councillor Mrs. E.M. Paylor
Councillor B. Stephens
Councillor A. Smith

LICENSING COMMITTEE 1

19 Members (12 Labour, 4 Alliance 2003, 2 Liberal Democrat, 1 Independent)

Chairman : Councillor C. Nelson

Vice-Chairman: Councillor T. Ward

Members : Councillor W.M. Blenkinsopp
Councillor Mrs. P. Crathorne
Councillor Mrs. L. Cuthbertson
Councillor Mrs. B. Graham
Councillor A. Gray
Councillor D.M. Hancock
Councillor Mrs. I. Hewitson
Councillor J.E. Higgin
Councillor A. Hodgson
Councillor T. Hogan
Councillor Mrs. L. Hovvels
Councillor J.G. Huntington
Councillor Mrs. S.J. Iveson
Councillor J.M. Khan
Councillor B. Lamb
Councillor Mrs. E.M. Paylor
Councillor K. Thompson

LICENSING COMMITTEE 2

15 Members (9 Labour, 3 Alliance 2003, 2 Liberal Democrat, 1 Independent)

Chairman : Councillor T. F. Forrest

Vice-Chairman: Councillor Mrs. J. Gray

Members : Councillor Mrs. D. Bowman
Councillor J. Burton
Councillor Mrs. K. Conroy
Councillor P. Gittins
Councillor G.C. Gray
Councillor Mrs. S. Haigh
Councillor G.M.R. Howe
Councillor Ms. I Jackson
Councillor Mrs. E. Maddison
Councillor Mrs. E.M. Paylor
Councillor Mrs. C. Potts
Councillor A. Warburton
Councillor W. Waters

APPEALS/REVIEW PANEL

Housing Matters

Pool of 19 Members, one from each Borough Ward (12 Labour, 4 Alliance 2003, 2 Liberal Democrat, 1 Vacancy)

A Panel of 3 Members, will be selected as and when required by the Chief Executive

Chairman : To be appointed at each meeting.

Members

- Councillor W.M. Blenkinsopp
- Councillor T. Brimm
- Councillor V. Chapman
- Councillor Mrs. K. Conroy
- Councillor Mrs. P. Crathorne
- Councillor V. Crosby
- Councillor D. Farry
- Councillor G. C. Gray
- Councillor Mrs. J. Gray
- Councillor Mrs. I. Hewitson
- Councillor G.M.R. Howe
- Councillor J.G. Huntington
- Councillor Mrs. S.J. Iveson
- Councillor J. M. Khan
- Councillor C. Nelson
- Councillor Mrs. E.M. Paylor
- Councillor Mrs. C. Potts
- Councillor T. Ward

Plus Vacancy

EMPLOYMENT ISSUES PANEL

7 Members (4 Labour, 1 Alliance 2003, 1 Liberal Democrat, 1 Independent)

Chairman: Councillor A. Hodgson

Members:

- Councillor A. Gray
- Councillor G. C. Gray
- Councillor D.M. Hancock
- Councillor B. Haigh
- Councillor Mrs. E. Maddison
- Councillor A. Smith

PERSONNEL APPEALS PANEL

12 Members - 3 Cabinet Members and 9 Non Cabinet Members (4 Labour, 3 Alliance 2003, 1 Liberal Democrat, 1 Vacancy)

Chairman: Councillor Mrs. A. Armstrong

Members
Councillor W.M. Blenkinsopp
Councillor V. Chapman
Councillor P. Crathorne
Councillor V. Crosby
Councillor Mrs. B. Graham
Councillor G.C. Gray
Councillor Mrs. J. Gray
Councillor B. Haigh
Councillor T. Hogan
Councillor B. M. Ord

Plus Vacancy

STANDARDS COMMITTEE

8 Members including 1 Cabinet Member, 4 Non-Cabinet Members (1 Labour, 1 Alliance 2003, 1 Liberal Democrat and 1 Vacancy)

Chairman Mr L. Petterson (Independent Co-optee)

Members
Councillor A. Gray
Councillor T. Hogan
Councillor Mrs. L. Howvels
Councillor I. Jackson
Councillor Mrs. E. Maddison
Mr I. Jamieson (Independent Co-optee)
Mr. B. Argyle (Independent Co-optee)

Plus 2 Parish/Town Council Representatives

BOROUGH/PARISH RELATIONS WORKING PARTY

14 Members of Sedgefield Borough Council (9 Cabinet Members, Mayor and Deputy Mayor, 1 Labour, 1 Alliance 2003, 1 Liberal Democrat)

Chairman: To be appointed at the first meeting of the Working Party

Vice Chairman: To be appointed at the first meeting of the Working Party

Members:

Councillor Mrs. A.M. Armstrong
Councillor Mrs. K. Conroy
Councillor V. Crosby
Councillor Mrs. B. Graham
Councillor Mrs. L. Howvels
Councillor A. Hodgson
Councillor T. Hogan
Councillor J.G. Huntington
Councillor Mrs. S. J. Iveson
Councillor J.M. Khan
Councillor D.A. Newell
Councillor J. Robinson, J.P.
Councillor A. Smith
Councillor W. Waters

Plus representatives of all Town and Parish
Councils/Meetings.

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Item 8

REPORT TO COUNCIL

30TH JUNE 2008

REPORT OF CHIEF EXECUTIVE

REPRESENTATION ON OUTSIDE ORGANISATIONS

1. SUMMARY

At the Annual Meeting of Council held on 16th May, 2008 appointments were made to a number of outside organisations (Minute No : C 27/08 refers).

A resignation has been received from the representative on the following organisation and therefore a nomination is sought for the resulting vacancy: -

Jubilee Fields Community Association

The purpose of this report is to consider representation on that organisation.

2. RECOMMENDATIONS

That Council considers the appointment of a representative on Jubilee Fields Community Association.

3. BACKGROUND

3.1 Councillor V Chapman was appointed to the Jubilee Fields Community Association at the Annual Meeting of Council held on 16th May 2008.

Councillor Chapman has recently indicated that he no longer wishes to be the Council's representative on that Association. Council therefore needs to consider appointing a replacement for Councillor Chapman as the Borough Council's representative on Jubilee Fields Community Association.

Contact Officer: Liz. North, Democratic Services Officer
Telephone No: (01388) 816166, Ext. 4237
Email Address: enorth@sedgefield.gov.uk

Background Papers

- Report to Council 16th May 2008 'Representation on Outside Organisations 2008/09

Examination by Statutory Officers

	Yes	Not Applicable
1. The report has been examined by the Council's Head of the Paid Service or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Council's S.151 Officer or his representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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