



Chester-le-Street
District Council

REPORT TO: Executive

DATE OF MEETING: 2nd February 2009

REPORT OF: Director of Corporate Services

SUBJECT: Implementing the Transition Plan; Developing 'People and Place' Final Monitoring Report

ITEM NUMBER:

1 Purpose and Summary

1.1 In March 2008 the council adopted its Transition Plan for 2008/2009 and since that time significant progress has been made on the implementation of plan. The purpose of this report is to update members specifically on the implementation of the '**People and Place**' Priority, which has now been completed. Presentations by each of the Action Learning Sets will take place at the Executive meeting. The report also seeks Members approval regarding the approach to the 'Handing Over the Baton' report to the new unitary authority. This is the final '**People and Place**' Monitoring Report that will be considered by the Executive.

1.2 The Council has undertaken the following work undertaken as part of implementing the Priority:

- agreed the principles and financial allocations within the 2008/2009 Corporate budget setting process;
- agreed the '**People and Place**' priorities and four areas of focus as part of the adopted 'Transition Plan';
- set up the four action learning sets and appointed leads, Executive support and sponsors;
- provided guidance and support to leads;
- Executive has agreed the delivery plan by the action learning set leads;
- carried out a launch event on 13th May 2008
- worked with Overview and Scrutiny Management Board to undertake a workshop in May;
- agreed to a single '**People and Place**' Scrutiny Panel with a task and finish approach to undertake work to support the delivery of the '**People and Place**' Delivery Plan which had its first meeting in June;

- agreed a Draft '**People and Place**' Scrutiny Work programme;
- undertaken three Scrutiny reviews which are the subject of separate reports to this Executive;
- agreed an approach to monitoring and reporting progress to the Executive on the '**People and Place**' Delivery Plan of which this report is the last.
- agreed an approach to delivering the '**People and Place**' Personal Profile for all employees and launched the project .
- Commenced time lining and crosscutting work to re-evaluate the scale and practicality of delivering the '**People and Place**' Delivery Plan;
- Set up a resource centre and commenced a programme of weekly member engagement opportunities in early July.
- Implemented the Delivery plan

1.3 With specific regard to the '**People and Place**' Delivery Plan, the progress made with the high level proposals since the last report are set out in Appendix 1. It is considered that the council has made significant achievement against the delivery plan and this will be highlighted in the presentation. In view of this it is considered that the single priority of 'People and Place' has effectively been achieved.

1.4 Chester-le-Street District Council has worked together in partnership with its communities to achieve significant change and improved well being over the last five years. As the Council will no longer exist as an organisation from 1st April 2009, the progress made by the District's communities will need to be sustained. It is therefore proposed to produce a written document, supported by a DVD with key verbal messages, presentations and other methods to ensure the unitary authority understand the progress made so it can build the learning into the way it operates in Chester-le-Street. The document will be known as the 'Real Power for Real People; Handing over the Baton Report' and will be a celebration of what the communities have achieved with the support of its council and partners. The final edition of District News will be the public version of the 'Handing over the Baton Report'.

1.5 Members are recommended to:

- 1) Note the progress made in implementing the Transition Plan;
- 2) Note the progress made in respect of individual progress as outlined in this report and comment on issues raised
- 3) Note the presentations by the Action Learning Sets on the progress made in implementing the 'People and Place Priority'
- 4) Agree the approach to the 'Handing over the Baton' report to the new authority

2. Consultation

2.1 Executive Members, the Chief Executive, Directors, relevant Service Team Managers, Action Learning Set Members (including external stakeholders)

have been engaged in the development of the **'People and Place'** Delivery Plan and its implementation to date.

2.2 No other consultations were considered necessary at this stage including external consultations or engagement.

3. Transition Plan and People and Place Priority

3.1 The Transition Plan, in effect, replaced the Corporate Plan 2007/2010. The Transition Plan included a schedule of proposals from the previous seven priorities which ought to be and can be achieved in the remaining life of the council.

3.2 The council's choice to move towards a single priority of **'People and Place'** priority was considered as part of the budget setting process and forms a firm part of the Transition Plan. This report provides members with an outline of progress made in the delivery of the **'People and Place'** priority.

3.3 The Delivery Plan content identified in the appendices in this report address all four areas of the **'People and Place'** priority focus i.e.

- Partnerships for Futures;
- Investment in the Town Centre;
- Strengthening Partnerships; and
- Neighbourhoods

4. Implications

4.1 Financial implications and value for money statement

The Transition Plan takes account of the 2008/2009 budget process. Specific resources have been made available for both the contribution to setting up the new organisation and the implementation of the **'People and Place'** priority. It is considered that the council has properly reviewed its priorities in the light of Local Government Re-organisation and its abilities to deliver services during the transitional period. The view is taken that in doing so the council has achieved value for money in a year of significant challenge. In delivering **'People and Place'** resources may need redirecting during the forthcoming year. Action Learning Set leads and relevant Executive members were responsible for the allocated budgets to deliver the four strands of the **'People and Place'** priority.

4.2 Local Government Reorganisation Implications

The Transition Plan and the **'People and Place'** Delivery Plan is the council's response to the challenges it faces in the final year of its existence. It is considered that the plan commits the council to working within its capacity to provide human and financial resources to help establish the council while

delivering 'Business as usual'. It is considered that the Plan meets the guidance and recommendations provided by the Audit Commission set out in their Annual Audit and Inspection Letter. The subject of this report is principally progress against this plan and specifically the '**People and Place**' priority. It is not considered that the subject matter of the '**People and Place**' Delivery Plans at this stage requires any consultation or approval of the County Council because the proposals have been part of the budget process. Should potential resource issues change e.g. further unbudgeted resources caught within the direction occur then appropriate consultation with the County Council has taken place. The report includes an approach to the handing over of achievements through the Handing over the Baton Report'

4.3 Legal

It is not considered that there is any significant legal implications in respect of the recommendations in this report.

4.4 Personnel

How the council has supported its employees through the transition process is a key part of the Plan. The Transition Plan revises the Organisational Development Strategy commits the council to supporting its employees through the process and help them take advantage of opportunities that will occur in the new authority. A key part of this is the development of a '**People and Place**' Personal profile for all employees. The approach to '**People and Place**' was through an 'action learning set approach' which has been a key tool used to deliver the council's improvement programme over the last three years. One of the key risks to delivery of business as usual was the capacity of the organisation to deliver. The council has faced depleting human resources and account has been taken of the ability of the council to deliver by regularly reviewing the strategic planning documents. This process has ensured that the delivery plan has effectively been achieved.

4.5 Other Services

The Transition Plan and the '**People and Place**' priority have implications to all services delivered by the council.

4.6 Diversity

There are no specific diversity issues in respect of the Transition Plan. The Plan does not replace the Equality Plan which will continue to be implemented through the lifetime of the council. In terms of developing In the '**People and Place**' Delivery Plan, action learning set leads had regard to ensuring the projects are fully inclusive and projects regarding engagement with otherwise excluded groups and social cohesion are included within the delivery plan proposals.

4.7 Risk

There were clear risks to the organisation in failing to continue to maintain and improve on its progress in its remaining year. The council has remained committed to improving its services although it faced difficult capacity challenges through the transition period. The council undertook a strategic risk assessment once the delivery plans in relation to '**People and Place**' have been developed. A key risk to delivery of business as usual was the capacity of the organisation to deliver. The council has been faced with depleting human resources and account has been taken as to the ability of the council to deliver by regularly reviewing the strategic planning documents and managing human resources. It is considered that achievement of the delivery plan has been the result of effective and successful risk management. The Audit Commission is shortly to report on the council's final Annual Audit and Inspection letter and it is expected that the council's achievements will be recognised in this letter.

4.8 Crime and Disorder

It is not felt there are any specific implications of the report on Crime and Disorder. Actions agreed through the delivery of the '**People and Place**' priority include proposals to positively address crime and disorder issues.

4.9 Data Quality

Every care has been taken in the development of this report to ensure that the information and data used in its preparation and the appendices attached are accurate, valid, reliable, timely, relevant and complete. The council's Data Quality Policy has been complied with in producing this report.

4.10 Other Implications

The report does not relate to a key decision. The information has been communicated to the community and stakeholders by inclusion on the web-site. The Transition Plan has been made available to staff and Members through the intranet and a web-site has been developed. The Transition Plan has been made available to the County Council. An Intranet site for 'People and Place' has been established and work has been undertaken to update the council's own website to communicate the new priority. A '**People and Place**' brand has been developed and this has been used to co-ordinate, communicate and celebrate achievements in the coming months. Appendix 1 includes achievements that need to be communicated and celebrated and work is ongoing with the Communications Team to ensure that this happens. Achievements will be included in the Handing over the Baton Report and the final edition of District News. The Handing over the Baton report will be presented to Council in March and subsequently to the County Council before 'vesting day'.

5. Background, Position Statement and Options Appraisal

5.1 As a result of Local Government Reorganisation Chester-le-Street will cease to exist as a council from April 2009. In order to set a framework as to how the council will conduct its business during this final year a 'Transition Plan' was approved by the council in March 2008 The Transition Plan aimed to:

- state the Council's aims, objectives and priorities during the transition period;
- build on the councils learning and continue its improvement programme;
- set out revised corporate activity and funding arrangements for transition period;
- clarify corporate transition programme management arrangements;
- identify how we will support and motivate and support staff through the process;
- set out the values and principles by which the Council will operate during transition; and
- establish terms of engagement with 'County Durham Council' Change Programme

5.2 In doing so the Transition Plan incorporated a review of the Corporate Plan 2007/2010. It also took account of the 2008/2009 budget process and provides a summary of the budget agreed. It set out the council's new single priority of '**People and Place**'. The Plan included the council's Corporate Improvement Plan following its learning through Comprehensive Performance Assessment last year. The new priority of '**People and Place**' has now been fully implemented through an 'Action Learning Set' approach, an approach which has brought the council significant success as part of its improvement journey to date. The Plan includes proposals to develop delivery plans to secure sustainable change to the people and places within the district and customer focused outcomes which can be used to influence the agenda of the new unitary council.

5.3 This Transition Plan was the overarching plan for Chester-le-Street District Council during the transition period, and as such sets out how services and projects will be facilitated, delivered and resourced. It is a rationalisation of the Council's Corporate Plan (incorporating the Best Value Performance Plan) 2007-2010, published in June 2007, and associated Medium Term Financial Plan, Organisational Development Strategy and Corporate Improvement Plan. As such, it represents the Council's contribution to the Districts Sustainable Community Strategy, the Local Area Agreement and the Strategic Vision for County Durham

5.4 The Council has undertaken the following work undertaken as part of implementing the Priority:

- agreed the principles and financial allocations within the 2008/2009 Corporate budget setting process;
- agreed the **'People and Place'** priorities and four areas of focus as part of the adopted 'Transition Plan';
- set up the four action learning sets and appointed leads, Executive support and sponsors;
- provided guidance and support to leads;
- Executive has agreed the delivery plan by the action learning set leads;
- carried out a launch event on 13th May 2008
- worked with Overview and Scrutiny Management Board to undertake a workshop in May;
- agreed to a single **'People and Place'** Scrutiny Panel with a task and finish approach to undertake work to support the delivery of the **'People and Place'** Delivery Plan which had its first meeting in June;
- Agreed a Draft **'People and Place'** Scrutiny Work programme
- agreed an approach to monitoring and reporting progress to the Executive on the **'People and Place'** Delivery Plan of which this report addressees
- agreed an approach to delivering the **'People and Place'** Personal Profile for all employees and launched the project .
- Commenced time lining and crosscutting work to re-evaluate the scale and practicality of delivering the **'People and Place'** Delivery Plan;
- Set up a resource centre and commenced a programme of weekly member engagement opportunities in early July.
- Implemented the Delivery Plan

5.5 In terms of the delivery of the **'People and Place'** priority the Action Learning Sets have been working with Executive Members implement Delivery Plans. This work has now been completed. There will be a presentation to members at the Executive on overall achievements. The latest achievements and issues for each of the themes are as follows:

Partnerships for Futures

- Implementation of Hanlon Skills Register
- Delivery of Young Entrepreneurs project
- Progress being made towards a training centre being established at Stella Gill Industrial Estate by the end of 2009
- Interviews for Executive Director were scheduled for 30 January 2009

Investment in the Town Centre

- The Christmas Lights switch on event took place on 22 November 2008 and was a great success, with excellent publicity

- A Christmas Food Fair took place on 13 December 2008 to raise awareness on environmental issues, unfortunately the bad weather had an adverse effect on the event
- Unfortunately due to illness no further action has been taken regarding the meeting between the Town Centre Forum and Business Improvement District Steering Group
- Final draft of research report presented to Task and Finish Group on 17 November 2008 and members comments included
- The '**People and Place**' Overview and Scrutiny Committee' agreed their review report at their meeting on 14th January 2009
- The planning application for the locator boards has been approved and boards will be installed as soon as possible

Strengthening Partnerships

- Filming of women's achievements now complete for 'What Wonderful Women' project and DVD shown to project group
- Launch event to be held at Beamish Hall on 8 March 2009 to coincide with International Women's Day
- 15 young people signed up to the new Youth Forum and first informal meeting held on 13 January 2009
- Action Packed Futures event held on 13 December 2008 at the Civic Heart, but was adversely affected by poor weather conditions
- Meeting held on 15th January 2009 to consider the returned questionnaires from the voluntary organisations and ways of promoting their work to the new unitary authority
- New Community Cohesion Officer in position and engaging with communities
- ICT support service level agreements signed by community centres; Sacriston, Grange Villa and CVS
- Building work started on Grange Villa sports changing facilities
- Work has commenced on the implementation of the online booking system for the community centres
- Progress made with credit union at Pelton
- Content Management training dates arranged for community centre volunteers

Neighbourhoods

- All projects successfully completed, a summary of which will be included in the 'Handing over the Baton' report
- All events as part of the Local Democracy week activities have been successfully undertaken with a possibility of a further performance of 'The Word' in late January 2009.

- A full colour booklet of the DIY Neighbourhoods toolkit is currently in the final consultation stage prior to the printing process and local distribution
 - All trees, bulbs and seats in all parish areas have now been completed as part of the Chester in Bloom project
 - All Anti-Social Behaviour Projects have been completed as agreed. The Open your Eyes campaign continues to be promoted to residents groups schools
- 5.6 A significant amount has been achieved in setting up the Action Learning Sets, developing and rationalising the delivery projects and implementing the projects agreed. A couple of actions are behind target including the meetings to develop the Business Improvement District, setting up lease agreement and disposal of land for Stella Gill Community Allotment and setting up credit unions at Sacriston. Appropriate actions are being implemented to address these and the redesigning of Grange Villa website also still needs to be undertaken.
- 5.7 Successes to celebrate include the programme of events for the Town Centre, appointment of the Community Cohesion Officer, the first meeting of the Youth Forum, completion of filming for 'What Wonderful Women' project and agreement of launch date, the Young Entrepreneurs project and the completion of all projects in the 'Neighbourhoods' theme. All achievements will be included in the 'Handing over the Baton' report, to the new unitary authority.
- 5.8 It is considered that the council has made significant achievement against the delivery plan and this will be highlighted in the presentation. In view of this it is considered that the single priority of '**People and Place**' has effectively been achieved. This is the final '**People and Place**' monitoring report to the council Executive.
- 5.8 Chester-le-Street District Council has worked together in partnership with its communities to achieve significant change and improved well being over the last five years. As the Council will no longer exist as an organisation from 1st April 2009, the progress made by the District's communities will need to be sustained. It is therefore proposed to produce a written document, supported by a DVD with key verbal messages, presentations and other methods to ensure the unitary authority understand the progress made so it can build the learning into the way it operates in Chester-le-Street. The document will be known as the 'Real Power for Real People; Handing over the Baton Report' and will be a celebration of what the communities have achieved with the support of its council and partners. The final edition of District News will be the public version of the 'Handing over the Baton Report'. There will be a short presentation of the detail of the report at the Executive

6. **Recommendations**

6.1 Members are recommended to:

- 1) Note the progress in implementing the Transition Plan;
- 2) Note the progress made in respect of individual progress and comment on the issues raised
- 3) Note the presentations by the Action Learning Sets on the progress made in implementing the 'People and Place Priority'
- 4) Agree the approach to the 'Handing over the Baton report' to the new unitary authority

7. **Background Papers/Documents referred to**

- 7.1 Transition Plan March 2004
- 7.2 Corporate Plan 2007/2010 - June 2007
- 7.3 Budget reports to Council dated 28th February 2008
- 7.4 Report to Executive 12th May 2008
- 7.5 '*People and Place*' Action Learning Set Monthly monitoring reports

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14 January 2009
Version 1.0

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'People and Place' Action Learning Set Monthly Monitoring Report

ALS Ref	Action Learning Set 1
'People and Place' Theme	Partnerships for Futures
Milestone and outcome achievement	Implementation of Hanlon Skills Register
	Delivery of Young Entrepreneurs Project
	Progress being made towards a training centre being established at Stella Gill Industrial Estate, as part of Ambic's business planning. Discussions are planned with the County Council, with a view to a training centre being in place towards the end of 09.
Actions behind target and remedial measures proposed	Appointment of Executive Director – interviews scheduled for 30 January 2009.
Issues to be resolved and who by	Jenny Johns
Successes to communicate and celebrate	Both public and private sector support has been gained for the project, with the following organisations agreeing to sit on the board to guide and provide strategic oversight to Partnerships for Futures. Board members consist of: <ul style="list-style-type: none"> • Beamish Museum • Durham County Cricket Club • Enterprise Agency • Hermitage School • New College Durham • Ambic Ltd • Chester-le-Street District Council
Comments	None



'People and Place' Action Learning Set Monthly Monitoring Report

ALS Ref	Action Learning Set 2
'People and Place' Theme	Investment in Town Centre
Milestone and outcome achievement	<p>The programme of events</p> <p>The Christmas Light Switch On event took place on Saturday 22 November and involved 5 local school choirs and singers from Chester-le-Street Civic Chior, Churches together and others. A group led a mass sing-along from Birmingham - Beautiful Black Voices; this was a great success and the whole of the civic heart was packed with young people, their parents and other family members. Publicity was excellent and we had coverage in the Sunderland Echo, Northern Echo, Journal and Evening Chronicle, BBC Radio Newcastle, Durham FM and Sun FM. The Chairman of the Council made a speech and the lights will switch on at 1630hrs. Members of the public used hand torches to spread light around the civic heart when the lights were switched on.</p> <p>The Business Association were very complimentary about the Christmas Celebrations and the air of celebration that the Christmas lights provided this year.</p> <p>A Christmas Food Fair took place on 13 December 2008, the event was held to raise awareness on environmental issues and the availability of high quality locally produced goods. 12 traders turned up on the day along with an environmental magician, a cookery demonstration road show and awareness raising companies demonstrating recycling and energy efficiency.</p> <p>Unfortunately the weather had an adverse effect on the event as well as the market. Driving rain and cold conditions meant that three stallholders did not attend nor did a couple of exhibitions that were arranged. All the stalls made money or at least broke even and confirmed on the day that they would be prepared to attend future events. Those residents that attended the event were very positive in their comments and asked if future events such as this would be held again.</p> <p>The cookery demonstration was well received along with the quality of the food samples given out.</p>

<p>Milestone and outcome achievement</p>	<p>Work to develop a Business Improvement District has moved on a little</p> <p>A meeting took place between the Leader, Chief Executive and the Town Centre Development Manager to discuss the direction of the terms of reference and purpose of a private sector led Steering Group and it's purpose relating to Town Centre Master Plan.</p> <p>Finance for developing the BID has now been released and the process to recruit a part-time temporary assistant to begin consulting and communicating with businesses across the town centre has commenced. An inaugural meeting of a Town Centre Forum and BID Steering Group will take place when political membership has been decided. Unfortunately, due to illness, no further action has been taken.</p> <hr/> <p>Work to Research the Future of the Market.</p> <p>The final draft of the research report was delivered on Monday 17 November. This was taken to the Task and Finish Group and used as the basis for a facilitated discussion. Members' recommendations and comments were recorded and added to the report.</p> <p>The locator board maps have been designed and were presented to the business forum at its meeting on 12 November. The planning application has been approved and arrangements to have the boards installed will be made as soon as possible.</p> <p>The money set aside for football counters was used to purchase new timers for the Christmas lights, which were at the end of their safe working life. They were installed throughout the town centre during the first week of November 2008.</p>
<p>Actions behind target and remedial measures proposed</p>	
<p>Issues to be resolved and who by</p>	
<p>Successes to communicate and celebrate</p>	<p>The events programme.</p>
<p>Comments</p>	



'People and Place' Action Learning Set Monthly Monitoring Report

ALS Ref	Action Learning Set 3
'People and Place' Theme	Strengthening Partnerships
Milestone and outcome achievement	<p>What Wonderful Women's Project</p> <ul style="list-style-type: none"> - Filming of women's achievements stories is now complete. Final edited draft version of the DVD being considered for approval by steering group on 14th January. - Currently completing ring-bound version of stories and archives. - Working to complete the build up of stories and archives on the What Wonderful Women website (www.whatwonderfulwomen.org.uk/) - Launch event being organised to coincide with International Women's Day on 8th March. Event to be held at Beamish Hall.
	<p>Youth Forum</p> <ul style="list-style-type: none"> - 15 young people signed up to the new Youth Forum. - First informal meeting of the Youth Forum takes place on 13th January in the Council Chamber. - The first meeting will allow young people and key officers to meet each other and allow the young people to explore and agree the future of the forum including what they want to achieve and how regular meetings will take place. - The first meeting will also include a presentation to the group of other forums across the county and how they operate. - A disco will take place in early February to publicise and launch the new forum.
	<p>Action Packed Futures</p> <ul style="list-style-type: none"> - Event held on 13th December at Chester-le-Street Civic Heart to raise awareness on environmental issues and the availability of high quality locally produced goods. - The event included 12 traders, an environmental magician, cookery demonstrations and awareness raising sessions on recycling and energy efficiency. - Poor weather conditions resulted in some exhibitors not attending and a lower turnout than expected. - Despite the weather and lower than expected turnout, stalls confirmed on the day that they would be prepared to attend future events that would be held at Chester-le-Street. Those residents that attended the event were very positive in their comments and asked if future events such as this would be held again.

Milestone and outcome achievement	<p>Strengthening the Voluntary/Community Sector</p> <ul style="list-style-type: none"> - Initial collection of information regarding 'not for profit' organisations in Chester-le-Street District nearing completion. - Next meeting organised for 15th January to consider the returned questionnaires and recommend a way forward :- <ul style="list-style-type: none"> o Potential for the council to facilitate a seminar at the Riverside to enable a number of volunteers from the 'Not for Profit' sector to display and promote their contribution to the people and place of Chester-le-Street. Portfolio holders and Directors from the New Unitary will be invited to the seminar to enable the 'Not for profit' sector to start engagement with the New Unitary. o The collated information from the questionnaires and catalogue of 'Not for Profit' sector organisations will form part of the 'Handing over the Baton' portfolio to the New Unitary.
	<p>Community Cohesion</p> <ul style="list-style-type: none"> - Planning application now approved for the Grange Villa sports changing facilities. Building work started in week 5th January 2009. Expected completion of work in 6-8 weeks. - New Community Cohesion Officer in place; Carl Chapman is working closely and effectively with the 3 communities. - First 'Get Together' meeting of the communities took place on 17th November. Community Cohesion officer is organising 2 further 'Get together' meetings in late January/Early February and the end of March. - Credit union progress with Pelton – meeting between Cestria Credit Union training officer and Pelton to discuss setting up the credit union in Pelton. Struggling to recruit volunteers from Sacriston to work with the Credit Union. Community Cohesion Officer is working with Sacriston to try and identify volunteers for the credit union. - ICT support service level agreement signed by community centres; Sacriston; Grange Villa and Chester-le-street CVS. ICT support service level agreements have been delivered to Lilac House and Pelton Fell for signature. - The order for the online booking systems has been made and work has started on the implementation with the community cohesion officer and community centres. - New fire escape gates at Grange Villa Community Centre are planned to be put in place between 19th and 30th January as a result of fire risk assessment. - Website content management training dates arranged to train community centre volunteers to maintain the content on their websites. Take up of the training is being encouraged by the Community Cohesion Officer. Additionally, a training handbook is being made available to the community centres

Milestone and outcome achievement	<ul style="list-style-type: none"> - The Community Cohesion officer is arranging for the community centres to become members of the CVS. This is expected to help community centres be aware of funding and training opportunities and to gain access to specialist information and advice. - Future plans approved to build community websites for Ouston and Pelton
Actions behind target and remedial measures proposed	<p>Setting up lease agreement and disposal of land (leasehold) for Stella Gill Community Allotment.</p> <p>Setting up Credit Unions at Sacriston – Community Cohesion Officer working to encourage volunteers.</p>
Issues to be resolved and who by	<p><u>Community Cohesion</u></p> <p>Grange Villa website needs redesigned. To meet new common style of design approved by the community centres.</p> <p>Stella Gill allotment. Regeneration team need to provide a report to Executive to approve transfer of leasehold. Report expected to go to council in March. Legal team need to set up the lease agreement for the allotment.</p>
Successes to communicate and celebrate	<p><u>Community Cohesion</u></p> <p>New Community Cohesion officer in place and engaged immediately with communities.</p> <p><u>Youth Forum</u></p> <p>First information meeting of the Youth Forum takes place on 13th January.</p> <p><u>What Wonderful Women</u></p> <p>Filming complete for What Wonderful Women.</p> <p>Launch date booked for 8th March to coincide with International Womens Day</p>
Comments	None



'People and Place' Action Learning Set Monthly Monitoring Report

ALS Ref	Action Learning Set 4
'People and Place' Theme	Neighbourhoods
Milestone and outcome achievement	Local Democracy Week All events have been successfully undertaken with a possibility of a further Word event in late January
	DIY Neighbourhoods Toolkit - A full colour booklet is currently in the final consultation stage prior to the printing process and local distribution
	Chester in Bloom - All trees, bulbs and seats in all parish areas have now been completed as realistically possible.
	Respect & Anti Social Behaviour - All ASB Projects completed as agreed. The Open your Eyes campaign continues to be promoted to residents groups and schools.
Actions behind target and remedial measures proposed	None
Issues to be resolved and who by	-
Successes to communicate and celebrate	All projects successfully concluded and awaiting information on how to engage in Handing Over the Baton.
Comments	Well done to all who participated in the development and delivery of process and a big thanks you to all of our audiences.

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