



# Stanley Town Council

## NOTICE OF MEETING

I hereby give notice that a meeting of the Projects and Initiatives Committee of Stanley Town Council will be held on Tuesday, the 10th April 2018 at 6.30pm at Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

### TO ALL MEMBERS of STANLEY TOWN COUNCIL PROJECTS AND INITIATIVES COMMITTEE

J Pallas (Chair)  
L Christie  
B Nair\*

J McMahon C Marshall  
T Armstrong J Clark  
A Clegg\*

C Hampson J Kane  
J Tully G Wilkinson

\*ex-officio

You are hereby summoned to attend a meeting of the **Projects and Initiatives Committee of Stanley Town Council** to be held in **Stanley Civic Hall, Front Street, Stanley**, on **Tuesday the 10th April 2018 at 18.30** in order to transact the following business:

Yours sincerely,



Alan Shaw  
Town Clerk  
4th April 2018

Please turn off all mobile phones or set to silent mode  
Please refer to the Policy for recording proceedings

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## A G E N D A

### 1 APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies and reasons for absence.

### 2 DECLARATIONS OF INTEREST

Members are invited to **DECLARE** disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

### 3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To **RECEIVE** announcements from the Chair or Town Clerk.

#### 4 PUBLIC PARTICIPATION

An adjournment will be allowed at the direction of the Chairman to allow for public comment and response in relation to items on this agenda or to consider written questions from the public submitted in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. Total time for this session is limited to fifteen minutes*).

#### 5 CONFIRMATION OF MINUTES (ATTACHMENT A)

To **APPROVE** as a correct record and sign the minutes of the Projects and Initiatives Committee meeting held on 13th March 2018.

#### 6 STANLEY ADVICE SERVICE

**ATTACHMENT B** - Specification (agreed at Full Council on 28th March 2018)

**ATTACHMENT C** - Bid Received from Advice in County Durham

The Town Clerk held a meeting with members of the partnership on 21st March 2018 to discuss the draft service specification. Following the decision of Council to **APPROVE** the Advice Service Specification on 28th March, the Town Clerk requested that the partnership put forward a submission. The submission was received on 29th March 2018.

Having reviewed the submission, the Town Clerk would offer the following observations:

- (i) The proposal contains a discussion about various options to provide the services detailed in the specification but it fails to address delivery of the core service requested for the budgeted amount.
- (ii) The challenge set for the partnership was to present a joined up service that the Council could commission and to address how the service would interact and report to Council, how outcomes would be reported etc. This proposal does not address these issues.
- (iii) During the meeting with partners on 21st March, a number of innovative ideas were discussed, like giving training to other service providers to enable them to signpost into the core service, village halls, third sector partners etc and the use of improved digital infrastructure at other sites to provide greater coverage. There was also the discussion of sharing support costs and using the welfare rights element in a more focused appointment based system. None of this discussion has made its way into the proposal.

Committee is requested to **CONSIDER** the report and make **RECOMMENDATIONS** to Council as appropriate.

**RECOMMENDATION:** The partnership should be requested to resubmit their proposal to address the elements in the specification and the budget set by the Council. The current proposal gives no indication that the four current partners are aligning their services any more than is presently the case.

**7 ARMED FORCES DAY PROPOSAL (ATTACHMENT D)**

An additional proposal has been put forward for the event by the Youth Connection Theatre Company, who are proposing to put on two performances of "The Lucky Durhams" in the Civic Hall Theatre on the day of the event.

The performances would be free for the public to attend, although donations would be invited from the public, 60% of which would go to the company (which is a registered charity) and 40% would be donated to the Town Mayor's nominated charity.

Committee is requested to **CONSIDER** the proposal and make a **RECOMMENDATION to Full Council**.

**8 ADVICE IN COUNTY DURHAM PROPOSAL (ATTACHMENT E)**

Sam Scotchbrook from the Advice in County Durham Partnership has enquired whether the Town Council would permit the use of the hall for a partnership networking event in June 2018. The catalogue of a similar event held in Bishop Auckland is attached so that members can get a feel for the type of event it is.

**RECOMMENDATION:** As the commissioner of the exemplar partnership advice service in County Durham and as our medium term plan states that forging effective local partnerships is a key objective, it would seem logical to host this event to enable our community groups to get together and work collectively. It would also be a good opportunity to highlight the contributions the Town Council makes to the third sector in our communities.

Committee is requested to **CONSIDER** the proposal and make a **RECOMMENDATION to Full Council**.

**9 COMMITTEE ACTIONS UPDATE (ATTACHMENT F)**

Details of delegated decisions taken by the Committee since the last AGM held on 16th May 2017 are attached with a record of those completed and outstanding.

Committee is requested to **CONSIDER** the report, **REVIEW** the decisions and **DECIDE** if any further action is required at this time.

Members may also request verbal updates in respect of any of the decisions.

**10 EXCLUSION OF PRESS AND PUBLIC \***

To **RESOLVE** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

*Justification for excluding the public and press from consideration of the following item: Naming recipients of awards prior to the event would be detrimental to the event itself (Item 11)  
Commercial Sensitivity (Item 12);*

*\* Any recording of the proceedings must stop at this point.*

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**11 TOWN MAYORS AWARDS (ATTACHMENT G)**

The nominations received for the Town Mayor's awards are attached.

Committee is requested to **CONSIDER** the nominations and **DECIDE** what to do.

**12 POLICE VEHICLES MEMORANDUM OF UNDERSTANDING (ATTACHMENT H)**

The draft Memorandum of Understanding between STC and Durham Constabulary is attached for review by the Committee.

Committee is requested to **CONSIDER** the document make **RECOMMENDATIONS** to Full Council in respect of any changes required.

**13 DATE, TIME AND VENUE OF NEXT MEETING**

Schedule of Meetings to be agreed at the Full Council meeting on 24th April 2018.

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*In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.*