



# 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 8th May 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)	J McMahon	C Marshall	C Hampson	L Timbey
L Christie	T Armstrong	J Clark	J Tully	G Wilkinson
B Nair*	A Clegg*			

\*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 8th May 2018 at 18.30** in order to transact the following business:

Yours sincerely,

**Alan Shaw**  
**Town Clerk**  
**2nd May 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 10th April 2018.

#### 6 STANLEY IN BLOOM (ATTACHMENT B)

The Community Development Manager has prepared an update report in relation to the Northumbria in Bloom position.

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

#### 7 ENVIRONMENTAL SERVICES ACTIVITY REPORT

The Community Development Manager will give a verbal update in respect of the work programme of the Environmental Caretakers since the transfer on 23rd April, planned activities and a discussion about how to create taskings for the team in the future.

Committee is requested to **CONSIDER** this matter and **DECIDE** what to do.

#### 8 ENVIRONMENTAL SERVICES BUDGETS DISCUSSION (ATTACHMENT C)

During the budget setting process in January 2018, it was not possible to create detailed budgets in areas of work where services were to be brought in house, contracts required negotiation or where the restructure would have an impact on salaries budgets. The Council has now moved most of these issues to a position where we can revise budgets in line with actual costs.

In respect of the Environmental Services Team, supporting budgets will be required as detailed in the attached report.

Committee is requested to **CONSIDER** this matter and **RECOMMEND** what to do.

**RECOMMENDATION:** The proposed changes should be made to the budget to permit the Environmental Services team to be able to make a meaningful impact on the area by planning improvement projects and having resources to be able to deliver them. The previous way of managing the service where Members' MIF was required for all materials or purchases beyond the basic equipment required by the team was not conducive to allowing the team to make the maximum possible impact.

## 9 YOUTH SERVICES BUDGET

The Council created a budget of £15,000 through the budget setting process to be allocated to "youth projects".

Committee is requested to **CONSIDER** how this funding is to be allocated. The Town Clerk has put forward two methods of allocating a specific pot of this type below but there will be other methods of allocation:

- (i) Create a set of qualifying criteria and invite bids from existing organisations and groups providing youth engagement;
- (ii) Launch a youth initiative of our own to spend the money. Committee would need to give consideration to what outcomes they would hope to achieve and have a clear idea to be approved by Council. There is a strand in the Medium Term Plan relating to a Youth Council.

Committee is requested to **CONSIDER** this matter and **DECIDE** what to do.

## 10 WORLD WAR I REMEMBRANCE

The Council created an earmarked reserve of £10,000 to be allocated to events/ initiatives to mark the centenary of the end of the First World War several years ago. To date, the Council has not developed a proposal about how it would like to mark this event

Committee is requested to **CONSIDER** how this funding is to be allocated. The Town Clerk has put forward two methods of allocating a specific pot of this type below but there will be other methods of allocation:

- (i) Create a set of qualifying criteria and invite bids from community organisations and groups wishing to organise an event in their localities;
- (ii) Participate in national initiatives. There is, for example, a "Beacons of Light" initiative which entails fire beacons being lit around the country at 7pm on 11th November. **(ATTACHMENT D)**
- (iii) Create a Remembrance Event of our own, or in partnership with local branches of the British Legion/ DLI Veterans etc;
- (iv) A combination of the above

Committee is requested to **CONSIDER** this matter and **DECIDE** what to do.

## 11 EVENTS TENDER - ASSESSMENT PANEL (ATTACHMENT E)

The Town Clerk will outline the proposed process for assessing the bids received for the Events Management Tendering exercise.

Committee is requested to **CONSIDER** this matter and **DECIDE** what to do.

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## 12 DATE, TIME AND VENUE OF NEXT MEETING

Projects & Initiatives Committee, 6.30pm, Tuesday 5th June 2018, Stanley Civic Hall.

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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.*