

BARNARD CASTLE VISION STEERING GROUP

Friday 7th April 2006

11.00am

Committee Room 2, County Hall, Durham

1. Present	Kingsley Smith (KS) CDDC Bob Ward (BW) DCC Linda Edworthy (LE) DCC/CDEP James Usher (JU) Teesdale District Council Tim Watts (TW) One NorthEast Harvey Dowdey (HD) One NorthEast Kirsten Francis (KF) One NorthEast Andrew Walker (AW) CDEP Apologies: Emma Speight One NorthEast	
	Key Points	Actions
2. Purposes of the Initiative/What are we trying to do?	Background- <ul style="list-style-type: none"> • Bigger than Teesdale, benefits will be Countywide • MTI in Barnard Castle has been very successful • Visioning work will be similar to that carried out in Durham City • Barnard Castle and Berwick are pilot projects. Visioning work in Berwick has already started and lessons should be learnt from both Berwick and Durham City. Where are we going?- <ul style="list-style-type: none"> • Vision is very much a long term view – 20 year vision • A holistic action plan is required which identifies key milestones and aligns and links into the LDF process. • Teesdale District 	

	<p>Council also plans to complete an Economic Strategy which needs to be aligned with the visioning.</p> <ul style="list-style-type: none"> • There is an opportunity for the visioning and the Economic Analysis to be prepared together as one exercise. • Funding for Economic Strategy (£30k) can be used to match Single Programme. 	
<p>3. Composition of the Partnership</p> <ul style="list-style-type: none"> • Chair • Relationship with existing partnerships • Other organisations not on Steering Group 	<ul style="list-style-type: none"> • A private sector independent chair will be required in due course • Correspondence has been received from Bill Oldfield, Chairman of Teesdale Marketing requesting a progress report and expressing Teesdale Marketing's wish to be involved. • Consideration was given to whether any other key players are missing from the partnership for example Teesdale Marketing, LSP, English Heritage and GONE. • It was agreed that LSP and Teesdale Marketing should be invited to join the steering group; others would be called upon as and when required. 	<ul style="list-style-type: none"> • Write to Bill Oldfield to request Teesdale Marketing suggest a suitable member to join the Steering Group Action: KF • Contact Teesdale LSP to request a suitable rep, with community links for the Steering Group Action: JU
<p>4. Next Steps</p>	<ul style="list-style-type: none"> • Brief-The brief is to be worked up by ONE North East. The brief should ensure that: <ul style="list-style-type: none"> - it is aligned with the LDF process - includes detail of communications and 	<ul style="list-style-type: none"> • Brief to be developed and written Action: TW/KF • Application to be developed and written Action: AW/JU

	<p>that any press activity or media communications links in to both Frazer Davie, Durham County Council and ONE NorthEast's media team</p> <ul style="list-style-type: none"> - Partnership capacity is considered, for example how and who delivers and considerations for an SPV • Application- In line with the brief an application form for Single Programme funding is to be completed and submitted. The application will be in the name of Teesdale District Council 	
5. Timescales	<p>Brief/Application Complete – End April/May</p> <p>Tenders – June</p> <p>Appointment – Mid July</p> <p>Launch – Early/mid July</p> <p>New Chair – seek advice from consultants</p>	<p>Next Stages to be considered and discussed at the next meeting –</p> <p>Action: All</p>
6. Any Other Business	<ul style="list-style-type: none"> • A list of potential consultants should be considered with expressions of interest invited as a first stage. It is expected that the consultants will be made up of a consortium of organisations with the appropriate expertise. 	
7. Date, Time & Venue of Next Meeting	<p>Wednesday 10th May 2006 9.00am Chief Executives Conference Room, County Hall, Durham</p>	

	<p>Castle</p> <ol style="list-style-type: none"> 3. Implementation Plan 4. Economic Strategy Options Study for Teesdale <p>In order to ensure the importance of the elements is clear and in the right order it was recommended that these are amended and ordered as follows in the brief:</p> <ol style="list-style-type: none"> 1. Strategic Vision for Barnard Castle 2. Implementation Plan 3. Economic Strategy Options Study for Teesdale 4. Capacity <p>The Capacity heading should be changes to read "Capacity to Deliver the Vision"</p> <ul style="list-style-type: none"> • The diagram provided in the brief was generally considered to be confusing. It was suggested that the diagram was amended to make it clearer and easier to follow. • The brief should include a contact name • Roles and Responsibilities: with the support of ONE NorthEast TDC are responsible for the Brief • The brief will be tendered through ONE NorthEast's e-tendering process. • It was agreed that a maximum of 5 consultants should be interviewed • Single Programme application is still to be finalised in line with the brief 	<p>Diagram to be amended Action: KF</p> <p>Brief to be amended accordingly Action: KF</p> <p>Single Programme application to be finalised</p>
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	<ul style="list-style-type: none"> • Timescales – See below for details 	Action: AW/JU
4. Timescales	<p>Brief</p> <ul style="list-style-type: none"> • Brief finalised – 8th June 06 • Closing date for tender submissions – 6th July 06 • Short listing – 11th July 06 <i>This will also be the date for the next meeting</i> A scoring matrix is needed to assist with the short listing. It was suggested that either a ONE NorthEast or CDEP is used. • Briefing papers on short listed candidates to be prepared – 12th - 14th July • Interviews 19th July 06 (All Day) <p>Single Programme Application Complete – June</p> <p>Launch – Mid July/within 1 month of appointment</p> <p>New Chair – seek advice from consultants</p>	<p>Briefing papers produced Action: KF/HD/AW</p> <p>Book a room at County Hall Action: AW</p>
5. Next Steps	<ul style="list-style-type: none"> • As detailed in the above 	
6. Any other business	<ul style="list-style-type: none"> • With regard to the wider representation of the group JU confirmed that subject to Raby Estates agreement Catherine Turnbull will represent Teesdale Marketing and Shaun Stewart (Teesdale Enterprise Agency) will represent Teesdale LSP. • The additional member of staff was discussed. The detail of this post needs further consideration with a Job 	<p>Confirmation of Catherine Turnbull's representation Action: JU</p> <p>Further consideration of how this post will fit into the existing</p>

	<p>Description and Recruitment details to be finalised.</p>	<p>structures at Teesdale District Council. Development of a Job Description Action: JU</p> <p>Details of the existing post to be built into the Single Programme application form. Action: JU/AW</p>
<p>7. Date and time of next meeting</p>	<p>11th July 2006 9.00am County Hall, Durham (Room to be confirmed)</p> <p><i>Meeting and Short listing</i></p>	

TEESDALE DISTRICT COUNCIL

Report To: EXECUTIVE COMMITTEE
10 JULY 2006

From: Director of Community Services

Lead Member: Cllr Josephine Fergus

Subject: BARNARD CASTLE VISIONING

1.0 SUMMARY

- 1.1 In order to inform further investment in the Market Town programme, a "Visioning" exercise is proposed for Barnard Castle. This work would result in a 20 Vision for Barnard Castle, and a five year delivery plan. The Economic Strategy for Teesdale would be purchased at the same time.

2.0 RECOMMENDATION

- 2.1 It is recommended that the "Visioning" project for Barnard castle be approved, together with an additional temporary part time post in the Development Services unit, and that e-procurement be used for appointment of consultants.

3.0 BACKGROUND

- 3.1 Teesdale District Council (TDC), with Teesdale Local Strategic Partnership, Teesdale Marketing, One NorthEast (the Regional Development Agency) and County Durham Economic Partnership (CDEP) is inviting proposals to carry out a study of the market town of Barnard Castle
- 3.2 The aim of the overall study is to establish a new shared 20 year vision and development strategy for Barnard Castle with a detailed action plan. The study will establish the potential within the town and its hinterland for an **economic 'step change'** to make the area a sustainable growth point for County Durham based on a clear understanding of the quality and character of the historic town. In addition, the appointed consultants will be required to produce a district-wide Economic Strategy which should inform and complement the above work but be capable of being a stand-alone document.
- 3.3 The study is a pilot initiative under One NorthEast's new market town investment strategy. It is expected that the adopted approach will be based on best practice. The consultants will be required to establish good working and communication arrangements with the following ongoing activities:

- The emerging Local Development Framework for Teesdale.
- One NorthEast's emerging Strategy for Investment in Rural Service Centres.
- One NorthEast's Retail Distinctiveness Project for which Barnard Castle is a pilot town.

3.5 The Study will have four key components:

Component 1 - Capacity to deliver the Vision

The client group wish to ensure that the conditions are in place for:

- Meaningful community engagement,
- Effective delivery of the visioning,
- Effective delivery of the resultant projects in the Investment Plan.

Consultants should Research and review existing capacity, make recommendations and help implement the most suitable mechanism that will ensure delivery in both the short and long term.

Component 2 – Strategic Vision for Barnard Castle

A visioning exercise leading to the production of an aspirational 20 year holistic strategic vision for Barnard Castle. The vision should contain objectives and a strategic plan which will realise sustainable, inclusive economic growth for the whole study area. This will require the examination of not just the economic opportunities but also the environmental and social conditions and opportunities which affect economic growth. The strategy will set out in broad terms how the vision and objectives are to be achieved over a 20-year timescale and will include priorities, timescales, phasing, funding sources, delivery mechanisms and responsibilities.

Component 3 – Investment Plan.

Consultants will be required to prepare an implementation plan for the first 5 year period which identifies a maximum of 10 priority actions with a detailed project plan (in a pro forma to be devised and agreed between the parties), funding sources and delivery mechanisms.

Component 4 – Economic Strategy for Teesdale

The Council originally proposed to commission this piece of work independently. However there is greater benefit if the two are managed together in terms of shared economic baseline research and ensuring that the final documents dovetail together.

The study should culminate in: an Economic Strategy for Teesdale for the period 2007 – 2012 which:

- updates the Strategic Options Study of 1999
- identifies a range of alternative strategies but with a clear recommendation of a preferred option for growth, and

- contains the relevant baseline data as appendices, and
- a) a Teesdale Investment Plan which will contain prioritised projects derived from the Economic Strategic Options Study with a detailed description of the project, details of collaborators, stakeholders, funding streams and delivery timescales for the same period.
- b) a Teesdale Investment Plan which will contain prioritised projects derived from the 1999 Economic Strategic Options Study with a detailed description of the project, details of collaborators, stakeholders, funding streams and delivery timescales for the same period.

4.0 MANAGEMENT ARRANGEMENTS

- 4.1 A steering group has been established comprising Teesdale District Council, Durham County council (CD Economic Partnership) and One NorthEast, chaired by Kingsley Smith. Representatives have recently been included for the LSP and Teesdale Marketing Limited.
- 4.2 Teesdale District Council will be the applicant for the Single Programme grant, and will be the employer and accountable body. Additional Single Programme funding is being made available for a part time post in Development Services unit to assist the day to day management of the project and claims.
- 4.3 Consultants will be selected through an e-tendering process. This is a departure from the Council's regulations which would normally require newspaper / journal advertising.
- 4.5 The funding for the project is proposed as £114,000 Single Programme Grant, together with £30,000 from the Council's capital programme, approved by the Executive Committee on 31 October 2005.
- 4.6 The proposed programme for the project is:
- Tenders invited 8 June 2006
 - Tenders submitted by 6 July 2006
 - Consultants appointed subject to grant approval 31 July 2006
 - Project completed 30 June 2007
- 4.7. In accordance with the report to Executive Committee on 31 October 2005, the draft brief is attached at appendix 1.

5.0 STATUTORY CONSIDERATIONS:

- 5.1 Financial Implications: Total cost to Teesdale District Council is £30,000 from the capital programme, contributing towards an overall project cost in the order of £144,000
- 5.1 Risk:

Risk	Category	Implications
Reliance on external funding	Financial	Needs to be well managed to ensure that targets are met and grant paid without clawback.

- 5.3 Equality and Diversity: None
- 5.4 Human Resources: External consultants
- 5.5 Community Safety: None
- 5.6 Legal Issues: None

Background papers:

- Visioning draft brief
- Single Programme Investment Plan – Update 2006-2008

Author: [REDACTED], Head of Development

REGENERATION AND ECONOMIC DEVELOPMENT SCHEMES

SCHEME	FINANCING			TOTAL
	GRANTS/ CONTS	HRA	COUNTY COUNCIL	
	£	£	£	
Town Centre Retail space Fund			1,000,000	1,000,000
Strategic Project Fund			900,000	900,000
Business Space Fund			1,000,000	1,000,000
Barnard Castle Vision	3,524,000		794,000	4,318,000
Bishop Auckland Renaissance Yr 3	3,000,000		798,000	3,798,000
Durham City Vision			1,627,925	1,627,925
Demand responsive transport			300,000	300,000
Reclamation-Adelaide/W. Auck/B. Castle Railway			52,000	52,000
Reclamation-Barnard Castle Gasworks			500	500
Reclamation-Minewater pollution			6,000	6,000
Reclamation-Long sea outfalls			3,050	3,050
Reclamation-Advance Works etc			20,000	20,000
Dales Historic Buildings			20,000	20,000
Historic community buildings			5,000	5,000
Environmental Improvement Schemes (URR)	1,627,925		272,075	1,900,000
Landscape Partnership Schemes			20,000	20,000
Horde Dene Project	294,978		30,809	325,787
NETpark Incubator 2			128,000	128,000
Netpark plot 3			3,800,000	3,800,000
Netpark Infrastructure			200,000	200,000
St John's Square, Seaham			2,160,000	2,160,000
Liveability Land & Buildings			500,000	500,000
North Dock Seaham	2,599,078		1,095,000	3,694,078
Ropery Walk (08/09 slippage)			39,415	39,415
Land and Buildings (Thornley and Wheatley Hill)			22,372	22,372
Environmental Works - Easington (08/09 slippage)			41,000	41,000
East Durham Link Road (08/09 slippage)			75,000	75,000
Heritage Economic Regeneration Scheme			18,000	18,000
Biodiversity Audit			10,000	10,000
Elite Hall Improvement Programme			100,000	100,000
Estate Improvements			120,000	120,000
Asbestos Survey			30,000	30,000
Private Sector Renewal (Dawdon - 08/09 slippage)			1,790,000	1,790,000
Group Repair Dawdon			400,000	400,000
Demolition, Dene bank, Ferryhill and Chilton			100,000	100,000
Aquisition - Chilton West			434,000	434,000
Compulsory Purchase Order - Chilton West			250,000	250,000
Group Repair Dene bank, Ferryhill Station			1,708,000	1,708,000
Group Repair Craghead			400,000	400,000
Group Repair Eldon Lane			275,000	275,000
SHIP Financing for Housing Programme	3,874,000		0	0
Financial Support for Home Improvement Agency			170,000	170,000
Decent Homes Financial Assistance			1,847,000	1,847,000
Disabled Facilities Grants			2,247,000	2,247,000
Energy Efficiency			220,000	220,000
HRA Capital Programme			952,741	952,741
CCTV in Spennymoor, Chilton and Newton Aycliffe			80,000	80,000
Social Alarm Upgrade			50,000	50,000
Wear Valley Migration of CCTV Monitoring			80,000	80,000
CCT Infrastructure Upgrade Programme			250,000	250,000
Warden Call Equipment			321,000	321,000
Housing - HRA funding		19,499,209	0	19,499,209
TOTAL PROGRAMME	14,919,981	19,499,209	22,888,867	57,308,077

*Full doc available on website
www.barnardcastledevelopment.co.uk*

Delivery Strategy - Development Framework

The indicative programme of activity has been prepared in table E1 below under each theme. The timescales proposed reflect:

- The relative complexity of projects;
- Interdependencies between projects; and
- Funding availability and resource allocation.

Also provided are details of the possible partnership role within each project together with an indication of the likely funding sources and delivery mechanisms. It should be noted that the funding sources listed are only potential sources, and have not been explored in depth at this stage.

Table E1: Developing the Barnard Castle Vision - Evidence and Context

DELIVERY STRATEGY - DEVELOPMENT FRAMEWORK							
Project	Short Term	Med. Term	Long Term	Role of Partnership	Potential Funding Sources	Potential Lead Partner	Potential Delivery Mechanisms
1. DEVELOPMENT OF LAND AND BUILDINGS FOR MIXED USE							
Smiths Grove Works				Enabling / influencing role only	Private Sector Funded	• Private	• Private sector led. Development Control by TDC.
Youth Cultural Facility				Enabling / influencing role only	Identified in organisation's business plan	• TCR	• TCR Business Plan
Council Accommodation				Enabling / influencing	TDC + Capital Receipt for Teesdale	• TDC	• TDC responsible for delivery subject to local government

DELIVERY STRATEGY - DEVELOPMENT FRAMEWORK									
Project	Short Term	Med. Term	Long Term	Role of Partnership	Potential Funding Sources	Potential Lead Partner	Potential Delivery Mechanisms		
A New Hotel for Barnard Castle				Enabling / influencing role only	Private	TDC	<ul style="list-style-type: none"> • TDC Development Control role. • BCV Delivery Team to prepare development briefs and marketing material for opportunity sites. 		
The Yards				Enabling / influencing role only	Private	TDC	<ul style="list-style-type: none"> • Private sector led. • BCV Delivery Team to prepare development briefs. • TDC Development Control role. 		
2. DESTINATION									
Public Realm and Connectivity Strategy				Lead delivery role / potential funding support.	TDC + DCC + One NorthEast + ATP	TDC / DCC	<ul style="list-style-type: none"> • BCV Delivery Team to coordinate design, procurement and implementation. • One NorthEast + TDC + DCC funding. 		
Riverside Circular Walk				Lead delivery role / potential funding support	One NorthEast + TDC + DCC + TM + ATP	TDC / DCC	<ul style="list-style-type: none"> • BCV Delivery Team to coordinate design, procurement and implementation. • One NorthEast + TDC + DCC 		

DELIVERY STRATEGY – DEVELOPMENT FRAMEWORK							
Project	Short Term	Med. Term	Long Term	Role of Partnership	Potential Funding Sources	Potential Lead Partner	Potential Delivery Mechanisms
3 RATIONALISATION AND ASSESSMENT OF WITHAM / PARISH HALL / BOWES MUSEUM / EVENING ECONOMY							
Developing an Evening Economy				Lead delivery role / potential funding support	TDC + DCC + One NorthEast	TDC	<ul style="list-style-type: none"> • BCV Delivery Team to play enabling / influencing role only.
The Bowes Museum Signage and Parking				Lead delivery role / potential funding support	TDC + DCC + One NorthEast	Bowes	<ul style="list-style-type: none"> • BCV Delivery Team to develop signage / lighting design.
The Bowes Museum Creative Workspace				Lead delivery role / potential funding support	Bowes + One NorthEast + Potential Private	Bowes	<ul style="list-style-type: none"> • BCV Delivery Team / TDC to work with Bowes to develop proposal. One NorthEast potential funding partner.
Witham Hall				Lead delivery role / potential funding support	Range of sources including fund-raising and Lottery funding	Witham	<ul style="list-style-type: none"> • Witham • Assistance may be required from TDC.
Parish Hall				Enabling / influencing role only	Private + potential TDC if one stop shop option pursued	Private (Potentially with TDC)	<ul style="list-style-type: none"> • BCV Delivery Team to play enabling / influencing role only. • Church (and potentially TDC) to

DELIVERY STRATEGY – DEVELOPMENT FRAMEWORK							
Project	Short Term	Med. Term	Long Term	Role of Partnership	Potential Funding Sources	Potential Lead Partner	Potential Delivery Mechanisms
Creative Barney				Lead delivery role / potential funding support	One NorthEast	Business Link (BL)	<ul style="list-style-type: none"> One NorthEast and BL to play a leading role.
5 BUSINESS GROWTH AND DIVERSIFICATION							
Support for New Employers				Lead delivery role / potential funding support	LSC	BL	<ul style="list-style-type: none"> BL + Enterprise agency to lead on this initiative. BCV Delivery Team to assist in mapping and signposting local business to available support.
Developing Local Skills				Lead delivery role / potential funding support	LSC	LSC	<ul style="list-style-type: none"> LSC to lead on this initiative. BCV Delivery Team to assist in mapping and signposting local business to available support.
Growth and Expansion of Existing Businesses				Lead delivery role / potential funding support	BL	One NorthEast	<ul style="list-style-type: none"> BL + Enterprise agency to lead on this initiative. BCV Delivery Team to assist in mapping and signposting local business to available support.

DELIVERY STRATEGY - DEVELOPMENT FRAMEWORK

Project	Short Term	Med. Term	Long Term	Role of Partnership	Potential Funding Sources	Potential Lead Partner	Potential Delivery Mechanisms
Cycling Strategy				Lead delivery role / potential funding support	DCC + One NorthEast + TDC	DCC	<ul style="list-style-type: none"> DCC to lead. BCV Delivery Team to ensure coordination with physical development strategy and to progress funding / delivery.
Bus Service Strategy				Lead delivery role / potential funding support	DCC + One NorthEast + TDC	DCC	<ul style="list-style-type: none"> DCC to lead. BCV Delivery Team to ensure coordination with physical development strategy and to progress funding / delivery.
Car Parking Strategy				Lead delivery role / potential funding support	DCC + One NorthEast + TDC	DCC	<ul style="list-style-type: none"> DCC to lead. BCV Delivery Team to ensure coordination with physical development strategy and to progress funding / delivery.
HGV Access Strategy				Lead delivery role / potential funding support	DCC + One NorthEast + TDC	DCC	<ul style="list-style-type: none"> DCC to lead. BCV Delivery Team to ensure coordination with physical development strategy and to progress funding / delivery.

DELIVERY STRATEGY – DEVELOPMENT FRAMEWORK							
Project	Short Term	Med. Term	Long Term	Role of Partnership	Potential Funding Sources	Potential Lead Partner	Potential Delivery Mechanisms
9 CONNECTING WITH THE LOCAL DEVELOPMENT FRAMEWORK							
Alignment with Core Strategy				Enabling / influencing role only	TDC	TDC	<ul style="list-style-type: none"> BCV Delivery Team to liaise with TDC regarding preparation of Core Strategy.
Barnard Castle Area Action Plan				Enabling / influencing role only		TDC	<ul style="list-style-type: none"> BCV Delivery Team to liaise with TDC regarding preparation of Area Action Plan.

'GLASS INFORMATION BOX' PLANNING APPLICATION, DECISION
NOTICE AND CORRESPONDENCE ON DCC PLANNING PORTAL

PLANNING APPLICATION NO 6/2008/0148/DM

BARNARD CASTLE VISION REPORTS AND PAPERS MAY BE VIEWED
ON www.barnardcastlevision.co.uk – click on downloads to view documents



[REDACTED]
Valuation Officer

Newcastle Group
Eagle Star House
Regent Centre
Gosforth
Newcastle Upon Tyne
NE3 3TW

Barnard Castle Vision

[REDACTED]
Marr House
Lynesack
Butterknowle
Bishop Auckland
DL13 5QF

Your Reference :
Our Reference : 15043162
Please Ask For : [REDACTED]
Contact Numbers: Tel 0191 220 7000
Fax 0191 220 7097
Date : 18-MAR-2009

Dear Sir/Madam,

**THIS NOTICE IS IMPORTANT
NOTICE OF ALTERATION TO THE 2005 RATING LIST**

I have now made a new entry in the Rating List as follows :-

Billing Authority : TEESDALE
Reference Number : 020267000101
Description : SITE FOR PUBLIC INFORMATION SCREENS
Rateable Value : £450
Effective Date of Alteration : 12-JAN-2009
Actual Date of Alteration : 17-MAR-2009
Address : BOX AT CENTRAL RESERVATION, GALGATE, BARNARD CASTLE,
CO DURHAM, DL12 8EQ

An entry in the Rating List indicates liability for the payment of rates. You may make a proposal to alter the Rating List if you disagree with the alteration I have made. If you wish to appeal you can obtain a proposal form from this office.

If you have an agent acting on your behalf in an outstanding appeal, or a retained agent, this notice has not been copied to them, and you may wish to send them a copy.

Enquiries about the payment of rates should be directed to the Billing Authority. For any other queries please contact this office, quoting "Our reference" shown above.

Yours faithfully,

[REDACTED]
Valuation Officer.

VO 7010 (2005)



Valuation Office Agency
Request for information
Non-Domestic Rating

The Valuation Office is an Executive Agency of HM Revenue & Customs

For office use only

Date of Issue:
 16 Mar 2009

Barnard Castle Vision
 [Redacted]

Marr House
 Lynesack
 Butterknowle
 Bishop Auckland, Co Durham
 DL13 5QF

Ref: 6658620/092 1335

This notice relates to the following Property:

Box At Central Reservation, Galgate,
 Barnard Castle, Co Durham DL12 8EQ

VO 6005

If any part of either address is wrong, please correct it

Time limit



You must return this form within 56 days from the day you receive it. **If you do not return this form within 56 days you will be liable to a penalty of £100.**

You can:



complete this form and return it in the enclosed envelope.



Large format print copies of this form are available on request. Please phone, email or write using the contact details opposite.

How to fill in this form

You may find it useful to have your lease or agreement to hand.

Throughout this form:

- the property means the Rating List property shown in the address panel above
- where a date is requested, please give the exact date if you know it. If you do not know the exact date, just fill in the month and year boxes.

If when filling in this printed form you need more space for any question, you can continue on a separate sheet of paper. Please make sure that any extra sheets you use:

- clearly show the relevant question number(s)
- are signed and dated, and
- are securely attached to this form.

This notice requires you, by law, as the owner or occupier, to provide information regarding your property.

You may be prosecuted if you make false statements, and you will be liable to penalties if you do not complete and return this form within 56 days.

Why your information is important

The Valuation Office Agency assesses the rateable value of all non-domestic and business property.

The basis of rateable value is the annual rent for a property if it was available on the open market at a fixed valuation date.

The information you provide on this form is used to help ensure that assessment of rateable values is correct.

Local authorities use rateable values to calculate business rate bills.

Need help?

If you have any questions about this form, you can make contact using the details below.

This form has been sent to you by the Valuation Officer:

[Redacted]
 Valuation Officer
 Newcastle Group
 Eagle Star House, Regent Centre
 Gosforth
 Newcastle Upon Tyne NE8 3TW
 Tel. No (0191) 220 7000
 Fax. No. (0191) 220 7098

I believe that the information requested will assist me in carrying out functions conferred or imposed on me by or under Part III of the Local Government and Finance Act, 1988 (concerning non-domestic rating), including compiling a new Rating List or maintaining an existing Rating List.

[Redacted signature]

Valuation Officer

fill in this form by hand please write clearly using CAPITAL letters

Ref No.	Question(s)
1	Please provide full specification, including sizes of the installation known as "The Box".
2	Please provide details of the cost of the equipment, known as "The Box";
3	Please provide detailed costs of installation;
4	Please provide a summary of the purpose of the installation.

Ref No.	Answer(s)
	Temporary structure 3m x 2m portable container
	Construction cost £30,000
	Information point for visitors and residents. No charge made for advertising.
	OWNED AND OPERATED BY DURHAM COUNTY COUNCIL. WE DO NOT BELIEVE THAT RATES SHOULD APPLY.

Please complete the declaration on Page 4 before you return this notice to me

Part A - Declaration**COMPLETE IN ALL CASES**

to the best of my knowledge and belief the information I have given in this form and any attachments is correct and complete.

Signature

Name in CAPITALS

Date

Position

I am the Occupier Owner Lessee Occupier's Agent Owner's Agent Lessee's Agent

Daytime telephone no. Email address

Part B - Contact details

If you would like us to either contact you at a different address or contact someone else if we have any queries about this form, please give details here.

Name in CAPITALS

Daytime telephone no. Email address

Correspondence address

Thank you for completing this form. Please now return it in the enclosed envelope.

The Valuation Office is an Executive Agency of HM Revenue & Customs, which is a Data Controller under the Data Protection Act. We hold information for the purposes of taxes and certain other statutory functions as assigned by Parliament. The information we hold may be used for any of the Valuation Office Agency's functions.

We may get information about you from others, such as other government departments and agencies and local authorities. We may check information we receive from them and also from you, with what is already in our records.

We may give information to other government departments and agencies and local authorities but only if the law permits us to do so, to check the accuracy of information, to prevent or detect crime and to protect public funds.

[REDACTED]

From: [REDACTED]
Sent: 02 December 2008 20:47
To: Sue Berresford
Subject: FW: Barney Box installation risk assessment

Print off copy for file.
Sue

-----Original Message-----

From: [REDACTED] [mailto:mail@bowmansolutions.biz]
Sent: Tue 02/12/2008 10:52
To: [REDACTED]
Cc: [REDACTED]
Subject: Re: Barney Box installation risk assessment

[REDACTED]

I've discussed this with xsite architecture and they will send you a plan and method statement. Local police station has said they will cone off car parking spaces adjacent to the site to give us easy access and we're aiming for early morning to avoid any potential congestion with rush hour traffic. Moving of box frame should only take 20 mins. Glass install is longer job.

Haulier is Toulsons - local firm who know the area well.

Final date for install to be confirmed - slight delay at the moment finishing off electrics.

Please confirm if you need to do site visit and if you want to meet to discuss anything else.

Thanks

[REDACTED]

On 1/12/08 12:13, [REDACTED] wrote:

> Hello [REDACTED]
>
> Thanks for your designer's risk assessments and following on from our
> telephone conversation this morning I am quite confident that the VIP
> Box should not be a danger to members of the public and is simply a
> box that people view from the outside. My initial concerns was
> regarding people maliciously moving the box as it is not secured to
> the ground but the box is heavy enough for this not to be a problem.
> The electrics to the box are not in the proximity of the public ie no
> tripping hazard therefore a low risk piece of equipment. My only
> concern may be around the delivery of the box and the need for a
> temporary closure of the highway (both path and road) I would
> appreciate a copy of the contractors method statement for this operation although it
> seems straight forward.

> Regards
[REDACTED]

> -----Original Message-----

> **From:** [REDACTED]
> **Sent:** 28 November 2008 15:40
> **To:** [REDACTED]
> **Subject:** Barney Box installation risk assessment

[REDACTED]

From: [REDACTED]
Sent: 28 November 2008 15:59
To: [REDACTED]
Subject: FW: Box H&S

[REDACTED]

The Vision information box is due to be installed 8th Dec. I asked [REDACTED] to meet with h&s to check all is as it should be. Please see reply below.

[REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: 28 November 2008 15:52
To: [REDACTED]
Cc: [REDACTED]
Subject: Box H&S

Just had conversation with [REDACTED] from H&S and have sent him relevant risk assessment documentation etc. He has "no real reservations". He's in Barney next week and I've offered to meet him, show him site etc, but he thinks that probably isn't necessary.

He said he'd confirm on Monday when he's been through documentation.

As I said at today's meeting [REDACTED] has confirmed there is no need for it to go to SAG as it is not an event - so we're almost there.

Just need to get power switched on. [REDACTED] is sorting that.

[REDACTED]

[REDACTED]

Assistant to Barnard Castle Vision
www.barnardcastlevision.co.uk

Email: info@barnardcastlevision.co.uk

[REDACTED]

Marr House Lynesack Butterknowle County Durham DL13 5QF

[REDACTED]

From: [REDACTED]
Sent: 08 December 2008 12:09
To: [REDACTED]
Subject: FW: 0726_VIP Method Statement for Installation
Attachments: 0726_Plan for Installation Method Statement_081208.pdf; 0726_Method Statement for Installation_081208.pdf

[REDACTED]

Info re Box installation in Galgate as promised. We've arranged for an electrician to be on site to oversee connecting stuff up.

[REDACTED]

Assistant to Barnard Castle Vision
www.barnardcastlevision.co.uk

Email: info@barnardcastlevision.co.uk

[REDACTED]

Marr House Lynesack Butterknowle County Durham DL13 5QF

----- Forwarded Message

From: [REDACTED]
Date: Mon, 8 Dec 2008 12:01:30 -0000
To: [REDACTED]
Conversation: 0726_VIP Method Statement for Installation
Subject: 0726_VIP Method Statement for Installation

[REDACTED]

Attached is the Method Statement and accompanying plan you need. We are progressing final installation details and dates could be 15, 16 or 18 Dec. Any problems you foresee with any of those?

[REDACTED]

Foundry Lane Studios | Foundry Lane | Newcastle upon Tyne | NE6 1LH
t: 0191 287 2161 | f: 0191 287 2166 | m: 0774 0186 716
www.xsitearchitecture.co.uk

----- End of Forwarded Message

08/12/2008

BARNARD CASTLE VISION INFORMATION POINT	Job No.	0726
INSTALLATION METHOD STATEMENT	Date/version	08 December 2008/01

This Method Statement has been written with a generic approach in mind and will be provided to the individual contractors to carry out the works. Where they wish to deviate from this Statement a replacement Statement will be required and forwarded to relevant authorities.
This Statement to be read in conjunction with xsite architecture drawing no. 0726/100.05 Marked up 08.12.08

Action no.	Description of Activity	Undertaken by	Times/sequence	Reference
1	Cordon off reserved parking bays for installers vehicles.	BCV	Sequence number: 1 Within times 0700-0715	Area 2 and 5 on referenced drawing 0726/100.05 Marked up 08.12.08
2	Cordon off work area on paved area to allow installation of 'VIP' and sufficient work area on all four sides. (Suggest 1.5m in each direction.)	BCV	Sequence number: 1 Within times 0700-0715	Area 1 on referenced drawing
3	Cordon off proposed work areas on road surface with cones provided by Police to allow traffic to continue to move past the work area. All cones to be removed immediately after off loading completed.	BCV	Sequence number: 2 To be timed 10 minutes ahead of vehicle arrival.	Area 3 on referenced drawing
4	Flat loader vehicle to pull alongside final location into coned off area and using truck mounted hiab crane lift 'VIP' structure into position (Area 1 on referenced drawing).	Haulage Contractor (to be confirmed)	Sequence number: 3 Within times 0700-0800 or 1000-1100. Expected time on site 20 minutes.	Area 3 on referenced drawing
5	Glazing Contractor to install all glass working from reserved parking bay (Area 2 on referenced drawing) and within the cordoned off work area.	Glazing Contractor (Visual Concepts Ltd)	Sequence number: 4 Times to run after offloading of VIP structure. Expected time on site 3 hours.	Area 2 on referenced drawing
6	IT/AV Contractor to install all Av and computer equipment working from reserved parking bay (Area 5 on referenced drawing) and within the cordoned off work area.	IT/AV Contractor, BCV team	Sequence number: 5 Times to run during and after glazing of VIP structure. Expected time on site 3 hours.	Area 5 on referenced drawing
7	All Systems to be tested	IT/AV Contractor, BCV team	Sequence number: 6 Time included above.	
8	All cordons removed	BCV team	Sequence number: 7	

xsite architecture LLP/0726

**BARNARD CASTLE VISION INFORMATION POINT
INSTALLATION METHOD STATEMENT**

Job No.
Date/Version

0726
08 December 2008/01

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xsite architecture LLP/0726

xsite architecture : DESIGNER'S RISK ASSESSMENT

Date: 20 October 2008

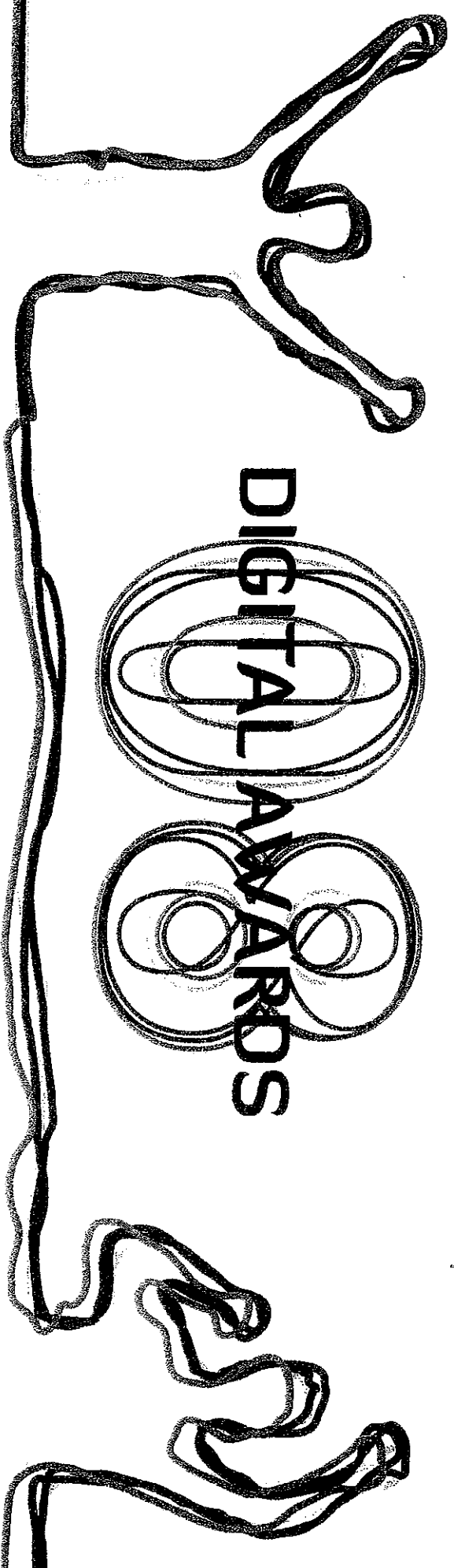
JOB TITLE: BARNARD CASTLE VISION INFORMATION POINT _INSTALLATION

Job No: 0726

N	Hazard	To/For/By	Likelihood			Severity			Risk	Mitigation action(s)	By	Date	
			H	M	L	H	M	L					
1	Transport - Steel Frame The box is lifted as a single piece by a flatbed mounted lifting arm/crane, secured on the truck prior to movement. Transport - Glass	Hauliers/ Installers - frame comes loose/falls off truck.			L			M	L	L	Ensure Method Statement is in place for lifting and securing procedures.	Bcv /tdc	12/08
											Ensure Method Statement is in place for lifting, transporting and replacing each piece of glass.	Bcv /tdc	12/08
	Transport - Comms and Computer Equipment	Installers - handling limits exceeded			L			L	L	L	Ensure Method Statement is in place for lifting and make all aware of weight of equipment.	Bcv /tdc	12/08
2	Offloading	Installers - Establish a cordoned off area for safe working with appropriate signage warning public. This is likely to involve temporary closure of a section of footpath and roadway (both Highway) to provide sufficient working room.			L			M	L	L	Agree area and appropriate method of cordon and signage prior to start on site.	con	12/08
3	Assembly	Installers - Maintain cordoned area; consider equipment necessary and time being the minimum period.			L			M	L	L	Ensure Method Statement is in place for all lifting and other activity undertaken during Assembly.	con	12/08
4	Testing/Commissioning	Installers - Maintain cordoned area; safe working practice; provide appropriate relevant certification.			L			L	L	L	Ensure Method Statement is in place for testing/ commissioning procedures.	con	12/08

A separate Risk Assessment exists for the VIP In use

KEY: xs - xsite architecture; bcv - Barnard Castle Vision; tdc - Teesdale District Council; con - Contractor



DIGITAL AWARDS

Award for

Best Use of Mobile Phone Technology

to

BARNARD CASTLE VISION

(The Box)



*Summit College
University of the North East*

Vision Information Point

Brief



28 September 2007

TEESDALE DISTRICT COUNCIL
achieving excellence together



University of the North East
Aston Road, Leazes Park, Newcastle NE1 7RU



Contact information

This brief has been prepared by the Barnard Castle Vision Delivery Team. Any queries should be directed to:

[REDACTED]
Assistant to Barnard Castle Vision
www.barnardcastlevision.co.uk
email: enquiries@barnardcastlevision.co.uk

[REDACTED]
Teesdale District Council is the accountable body for this project. For further information contact:

[REDACTED]
Regeneration Manager
Teesdale District Council
Teesdale House
Galgate
Barnard Castle
Co Durham
DL12 8EL

Email: [REDACTED]
Tel: [REDACTED]

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1.0 Background to the Barnard Castle Vision

The Vision is a 20-year plan for the regeneration and development of Barnard Castle market town. The Vision provides a means of accessing long term funding to transform the town into a leading rural service centre, a heritage destination of regional significance, a hotbed of entrepreneurialism and a preferred location for high value-added manufacturing and knowledge-based business investment. The Vision will benefit residents, entrepreneurs, workers, investors and visitors to Barnard Castle.

1.1 Origin of the Vision

The Regional Economic Strategy has identified Barnard Castle as one of four market towns (alongside Alnwick, Berwick and Hexham) that are priorities for strategic investment.

The Visioning process started with extensive community consultation led by independent consultants Ekos Consulting. This consultation is summarised in the report The Barnard Castle Vision published in May 2007.

The Vision was commissioned by Teesdale District Council, Durham County Council, County Durham economic Partnership, One North East, Teesdale Marketing and Teesdale Local Strategic Partnership.

The Vision has also been informed by the findings of the Retail Distinctiveness Study.

1.2 Vision delivery vehicle

The Vision is being managed by a Steering Group of individuals from the main funding bodies: Durham County Council, One North East, Teesdale District Council, Teesdale Marketing and the Enterprise Agency for Teesdale and Wear Valley. A leadership forum is being established to bring the private sector view. There are a range of consultative processes/for to ensure community participation.

A small working group has been established to:

- Work with the Steering Group to set priorities
- Develop a delivery framework and work plan
- Prepare & submit funding bids

The Working Group members are:

- Deborah Jenkins – Independent Chair of the Barnard Castle Vision
- Kirsten Francis – One North East
- Andrew Walker – Durham County Council
- Anne Allen – Vision Assistant
- Sue Berresford – Teesdale District Council
- Pat Graham – Teesdale District Council
- Shaun Stuart – Chair of the Economic Theme Group representing Teesdale LSP

1.3 The Vision aspiration

The aspiration is to create a unique twenty year experiment in transformational change of a community which will:

- Preserve and enhance the existing spirit of place – physical, historical, and emotional
- Give all the people of Barnard Castle increased opportunity to achieve their full potential and contribute to the life of the town
- Bring the best possible resources of imagination, intelligence, wisdom, experience and wealth into the town from wherever they can be found
- Make the town the place to come to try out new ideas
- Show the world a place of heart, head and hand – open to change, eager to experiment, respectful of its past, ambitious for its future

1.4 Key assets of the town:

Agriculture - heritage; satellite businesses; services; auction mart; tourism; food; farmer's market; capital of Teesdale

Makers, Menders; Craftspeople and Recyclers - antiques restorers, including of museum quality; furniture makers; framers; potters; painters; expert cabinet makers and joiners; soft furnishers; architectural restorers; blacksmiths; dry stone wallers; stone-masons; photographers; craft plumbers; lighting restorer; book-binders; chocolate-makers; cake bakers; butchers; preserves makers; cheese-makers; quilters; textile restorers; fashion knitwear producer; motorcycling clothes maker; the biggest community recycling project in Europe.

Arts and Applied Arts - A world class museum, including major collections of applied arts, with international links; art galleries; film-makers; writers; film distribution company; a semi-professional theatre company.

Young People - a large comprehensive (Science Specialist College) ; a large public school; a young offender's institution (including award-winning vocational training facilities, Deerbolt College); 4 primary schools; a thriving youth project (Teesdale Community Resources) which is able to mobilise several hundred teenagers; YMCA; a young people's theatre company which regularly performs at the Edinburgh Festival.

Health Campus - in the same area of the town (but as yet unconnected): a new community hospital; a large GP practice; several old people's homes and sheltered accommodation; facilities for learning disabled people, carers, and physically disabled people.

Science - a major pharmaceutical employer (Glaxo); several satellite businesses; the Specialist Science school.

Architectural Heritage - the Bowes; the Castle; St Mary's church; a largely preserved town centre; many good houses, streets, alleyways.

1.5 The Concept

To choose development themes which build on the existing strengths of Barnard Castle

To give each of them a physical focus and satellite activity in the town

To make each theme as interrelated to all the others as possible

To underpin the development themes with a number of cross-cutting topics

1.6 Phase I Implementation 2007/08

This year (07 / 08) the project will fund desk-based studies and other activities required for the Phase I implementation of the Barnard Castle Vision:-

a site appraisal report including environmental impact, archaeological desk-based assessments and technical assessments of potential development sites linked to the Vision's 10 development themes (science & innovation; active; health campus; agricultural diversity; Vision; food economy; community; artisan; crafts & applied arts; and green) and assessed in terms of seven criteria: wealth creation; social benefit; fit with the 'spirit of place' of Barnard Castle; opportunities for people in Teesdale in general; opportunities for young people in particular; innovation; and attractions for visitors

Detailed economic appraisals of 2 or 3 sites that are identified as a result of the desk- based studies as priorities for development

A streetscape strategy for the town centre. The streetscape strategy will connect Galgate, the Castle approaches, Horsemarket, Market Place, Newgate, The Bank and Thorngate areas. It will consider the creation of a riverside walk and create a new town trail with improved lighting, signage and pedestrian routes linking the town's main retail, community, leisure and visitor facilities. The streetscape strategy will include proposals and an

implementation plan for lighting, signage, street furniture and soft landscaping in keeping with the conservation area.

A transport and access study. This will assess the existing highway infrastructure within the town of Barnard Castle and identify key issues relating to traffic circulation and management, car parking, public transport and provision for pedestrians, wheelchair/mobility scooter users and cyclists, both within the core of the town and its main access routes (A66, A67 and A689).

Delivery support including a leadership forum and Vision Information Point. The delivery team needs to buy in specialist skills and services as required to support the development and assessment of briefs and tenders and to produce concept visuals. Skills needed include: legal advice, artist, architect, planner with conservation area/ historic town expertise, quantity surveyor, cost consultant, archaeologist / utilities engineer. The Leadership Forum programme of events between November 2007 and March 2008 will bring together major players from different sectors locally, regionally and nationally to share in and develop the Vision, to build a bank of potential investors, to ensure private sector involvement and to achieve inspirational input from key public sector leaders.

2.0 Vision Information Point

The project will create a Vision Information Point (VIP) on Horsemarket, in the centre of the town, as a means of engaging, informing and consulting with local people, visitors and traders.



The site is immediately above the toilets that are currently closed. The VIP will only work if the toilets are re-opened because the closure of the toilets has become a sensitive and high profile issue in the town. It is essential to the profile of the Vision, that it is not associated with the continuing closure of the toilets.

Linking with the Market Place and Galgate (public realm) site appraisal works which also form part of the Vision, an architect/artist will be engaged to design the VIP in a style that is in keeping with the site's history, but which clearly communicates the Vision's ambitions for Barnard Castle. Information will be broadcast using interactive electronic technology.

2.1 Concept

Aim: to install a Vision Information Point in a prominent location in Barnard Castle to communicate with residents, businesses and visitors.

Objective: To design the visitor information point in a way that is sympathetic to the town's architecture and history, but at the same time futuristic – and with minimal carbon footprint. The design might allow for a small performance space to provide a platform for artists, demonstrations, town crier etc.

The Information Point will be used by Teesdale residents, day visitors, tourists, high street retailers, market traders – c. 600 people per day (based on car park figures)

The Vision requires a tangible and visible means of communicating with stakeholders. The VIP will be an important symbol as well as a practical means of communicating news and information about what is happening. The VIP will enable people to interact with decision-makers. It will also have a very practical function in providing public conveniences. 500 people have signed a petition in support of opening the toilets.

The VIP provides a catalyst for work with local businesses linked to the Retail Distinctiveness Study about how they engage with the management of the high street.

The Information Point may also broadcast general visitor information. In this way it will extend the services of the Tourist Information Centre, offering 24/7 access to information for visitors and assisting in developing the evening economy in Barnard Castle. A local business, Teesdale Event & Site Services will provide the day-to-day management of the facility, with associated liabilities etc under contract either to Teesdale District Council or Barnard Castle Town Council.

2.2 Strategic Context

Retail Distinctiveness Study

Barnard Castle Vision

Teesdale Sustainable Community Strategy

RES

Strategic and catalytic activity – the VIP is the public physical face of Barnard Castle Vision

Increasing co-ordination, alignment & partnership – achieved in partnership with local and sub-regional partners (DCC, CDATP, TDC, Teesdale Marketing, Teesdale Partnership)

Improving Intelligence, influencing & awareness raising – this is the key purpose of the project. The VIP is a vehicle to raise awareness of the Barnard Castle vision and enable people to influence the decision-making process.

2.3 Output requirements

The artist should produce a series of concept visuals and a design proposal for the site that includes:

- (i) a costing for the design and construction of the Information Point (including proposals for artwork / decoration / changes to the underground toilets)
- (ii) information required to support a planning application (such as materials to be used, proposed changes to existing structure, railings and street furniture, any power source / other utilities requirements)
- (iii) proposals for the involvement of local people in the design development
- (iv) The proposals should resolve / take account of the load limitations of the toilet roof / floor of the information point.

2.4 Funding and timescale

Commissions North is supporting initial artist's costs of £1500.

A budget of £30,000 has been allocated for the creation of the Vision Information Point. The costs are part of a Single Programme bid for 2007/8. One North East has approved the Project Initiation Plan. The Business Case is due for submission on 7 October 2007. A decision is expected by the end of October 2007. For funding purposes, the designs must be completed by the end of March 2008. The Barnard Castle Vision Steering Group would like to see this project proceed as soon as possible.

The initial designs are required by the end of November 2007.