

Corporate Services

Dean Taylor, Deputy Chief Executive and Director
Your Ref:

Our Ref: CC/GH

Please ask for: Mr G Hardy

Direct Line / Extension: (01432) 383048

E-mail: ghardy@herefordshire.gov.uk

TO: ALL MEMBERS OF THE COUNCIL

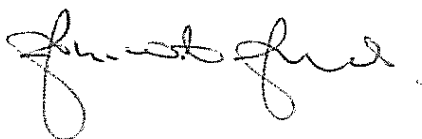
28 February 2013

Dear Councillor

YOU ARE HEREBY SUMMONED to attend the meeting of the Herefordshire Council to be held on **Friday 8 March 2013** at Council Chamber - Brockington at 10.00 am at which the business set out in the attached agenda is proposed to be transacted.

Please note that car parking will be available at Brockington for elected Members.

Yours sincerely



J JONES
HEAD OF GOVERNANCE AND MONITORING OFFICER

AGENDA

Council

Date: **Friday 8 March 2013**

Time: **10.00 am**

Place: **Council Chamber - Brockington**

Notes: Please note the **time, date** and **venue** of the meeting.

For any further information please contact:

Geoff Hardy, Governance Services Manager

Tel: 01432 383408

Email: ghardy@herefordshire.gov.uk

If you would like help to understand this document, or would like it in another format or language, please call Geoff Hardy, Governance Services on 01432 383408 or e-mail ghardy@herefordshire.gov.uk in advance of the meeting.

Agenda for the Meeting of the Council

Membership

Chairman

Vice-Chairman

Councillor LO Barnett

Councillor ACR Chappell

Councillor PA Andrews
Councillor CNH Attwood
Councillor PL Bettington
Councillor WLS Bowen
Councillor AN Bridges
Councillor MJK Cooper
Councillor BA Durkin
Councillor DW Greenow
Councillor RB Hamilton
Councillor EPJ Harvey
Councillor JW Hope MBE
Councillor RC Hunt
Councillor TM James
Councillor AW Johnson
Councillor JLV Kenyon
Councillor JG Lester
Councillor RI Matthews
Councillor PJ McCaull
Councillor JW Millar
Councillor NP Nenadich
Councillor FM Norman
Councillor GA Powell
Councillor AJW Powers
Councillor PD Price
Councillor P Rone
Councillor P Sinclair-Knipe
Councillor GR Swinford
Councillor PJ Watts

Councillor AM Atkinson
Councillor CM Bartrum
Councillor AJM Blackshaw
Councillor H Bramer
Councillor EMK Chave
Councillor PGH Cutter
Councillor PJ Edwards
Councillor KS Guthrie
Councillor J Hardwick
Councillor AJ Hempton-Smith
Councillor MAF Hubbard
Councillor JA Hyde
Councillor JG Jarvis
Councillor Brig P Jones CBE
Councillor JF Knipe
Councillor MD Lloyd-Hayes
Councillor RL Mayo
Councillor SM Michael
Councillor PM Morgan
Councillor C Nicholls
Councillor RJ Phillips
Councillor GJ Powell
Councillor R Preece
Councillor SJ Robertson
Councillor A Seldon
Councillor J Stone
Councillor DC Taylor
Councillor DB Wilcox

AGENDA

	Pages
1. PRAYERS	
2. APOLOGIES FOR ABSENCE To receive apologies for absence.	
3. DECLARATIONS OF INTEREST To receive any declarations of interest by Members in respect of items on the Agenda.	
4. MINUTES To approve and sign the Minutes of the meeting held on 18 February 2013.	1 - 14
5. CHAIRMAN'S ANNOUNCEMENTS To receive the Chairman's announcements and petitions from members of the public.	
6. QUESTIONS FROM MEMBERS OF THE PUBLIC To receive questions from members of the public.	
7. COUNCIL TAX RESOLUTION 2013/14 To calculate the Council's Council Tax Requirement and set the Council Tax amounts for each category of dwelling in Herefordshire for 2013/14.	15 - 30
8. LOCAL TRANSPORT PLAN To approve the Local Transport Plan for 2013/14 to 2014/15.	31 - 104
9. ESTABLISHMENT OF HEALTH AND WELLBEING BOARD To consider the establishing of the Herefordshire Health and Wellbeing Board.	105 - 114
10. ANNUAL REPORTS TO COUNCIL To Consider the Annual Report of : A) Executive Decisions taken under the Urgency Provisions B) Audit and Governance Committee C) Overview and Scrutiny Committee (Decommissioned 15/10/2012) D) General Overview and Scrutiny Committee (From 15/10/2012) E) Health and Social Care Scrutiny Committee F) Regulatory Committee G) Planning Committee	115 - 146
11. BREACH OF THE MEMBER'S CODE OF CONDUCT BY CLLR. M.A.F. HUBBARD To advise Council of the findings of the Audit and Governance Committee in relation to breaches of the Members' Code of Conduct by Councillor Mark Hubbard	147 - 152
12. BREACH OF THE MEMBER'S CODE OF CONDUCT BY CLLR. G.A. POWELL To advise Council of the findings of the Audit and Governance Committee in relation to breaches of the Members' Code of Conduct by Councillor Glenda Powell	153 - 158

13. FORMAL QUESTIONS FROM COUNCILLORS TO THE CABINET MEMBERS AND CHAIRMEN UNDER STANDING ORDERS

To receive any written questions from Councillors.

14. NOTICES OF MOTION UNDER STANDING ORDERS

There are two Notices of Motion for Council to consider:

NOTICE OF MOTION 1

This Notice of Motion is proposed by Cllr RB Hamilton and seconded by Cllr GJ Powell.

“ Bearing in mind the desire for complete transparency regarding the views expressed by Members of the Council when representing their constituents at meetings of full Council, that the Council’s Constitution be amended to require that all votes taken at meetings of full Council can be recorded by way of named votes”.

NOTICE OF MOTION 2

This Notice of Motion is proposed by Cllr JG Jarvis and seconded by Cllr RI Matthews.

“That Herefordshire Council

(i) supports the bottom up process set up by the Sustainable Communities Act that enables councils to drive action and assistance that central government gives councils to promote thriving local economies and communities;

(ii) notes that the Act gives councils the power to make proposals to government for action and assistance from government to promote sustainable communities, and that those proposals can be for, but are not restricted to, new powers, removal of bureaucratic hurdles or a transfer of public money and related function from central control to local control;

(iii) notes that the Act defines sustainable communities broadly, that definition having the 4 aspects of

- the improvement of the local economy,
- protection of the environment,
- promotion of social inclusion and wellbeing, and
- increasing participation in civic, political and democratic activity;

(iv) resolves to use the Act by inviting residents to come forward with proposals for action and assistance from central government and submitting those proposals, along with others the Council may have, each year; and

(v) further resolves to

- to inform the local media of this decision;
- to write to local MPs, informing them of this decision; and
- to write to Local Works (at Local Works, c/o Unlock Democracy, 37 Gray’s Inn Rd, London WC1X 8PQ or info@localworks.org) informing them of this resolution. “

15. LEADER'S REPORT	159 - 162
To receive the Leader's report, which provides an overview of the Executive's activity since the Council meeting of 23 November 2012.	
16. HEREFORD & WORCESTER FIRE AND RESCUE AUTHORITY	163 - 166
To receive the report of the meeting of the Hereford & Worcester Fire and Rescue Authority held on 12 December 2012.	

The Public's Rights to Information and Attendance at Meetings

YOU HAVE A RIGHT TO: -

- Attend all Council, Cabinet, Committee and Sub-Committee meetings unless the business to be transacted would disclose 'confidential' or 'exempt' information.
- Inspect agenda and public reports at least five clear days before the date of the meeting.
- Inspect minutes of the Council and all Committees and Sub-Committees and written statements of decisions taken by the Cabinet or individual Cabinet Members for up to six years following a meeting.
- Inspect background papers used in the preparation of public reports for a period of up to four years from the date of the meeting. (A list of the background papers to a report is given at the end of each report). A background paper is a document on which the officer has relied in writing the report and which otherwise is not available to the public.
- Access to a public Register stating the names, addresses and wards of all Councillors with details of the membership of Cabinet and of all Committees and Sub-Committees.
- Have a reasonable number of copies of agenda and reports (relating to items to be considered in public) made available to the public attending meetings of the Council, Cabinet, Committees and Sub-Committees.
- Have access to a list specifying those powers on which the Council have delegated decision making to their officers identifying the officers concerned by title.
- Copy any of the documents mentioned above to which you have a right of access, subject to a reasonable charge (20p per sheet subject to a maximum of £5.00 per agenda plus a nominal fee of £1.50 for postage).
- Access to this summary of your rights as members of the public to attend meetings of the Council, Cabinet, Committees and Sub-Committees and to inspect and copy documents.

Public Transport Links

- Public transport access can be gained to Brockington via the service runs approximately every 20 minutes from the City bus station at the Tesco store in Bewell Street (next to the roundabout junction of Blueschool Street / Victoria Street / Edgar Street).
- The nearest bus stop to Brockington is located in Vineyard Road near to its junction with Old Eign Hill. The return journey can be made from the same bus stop.

HEREFORDSHIRE COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

FIRE AND EMERGENCY EVACUATION PROCEDURE

In the event of a fire or emergency the alarm bell will ring continuously.

You should vacate the building in an orderly manner through the nearest available fire exit.

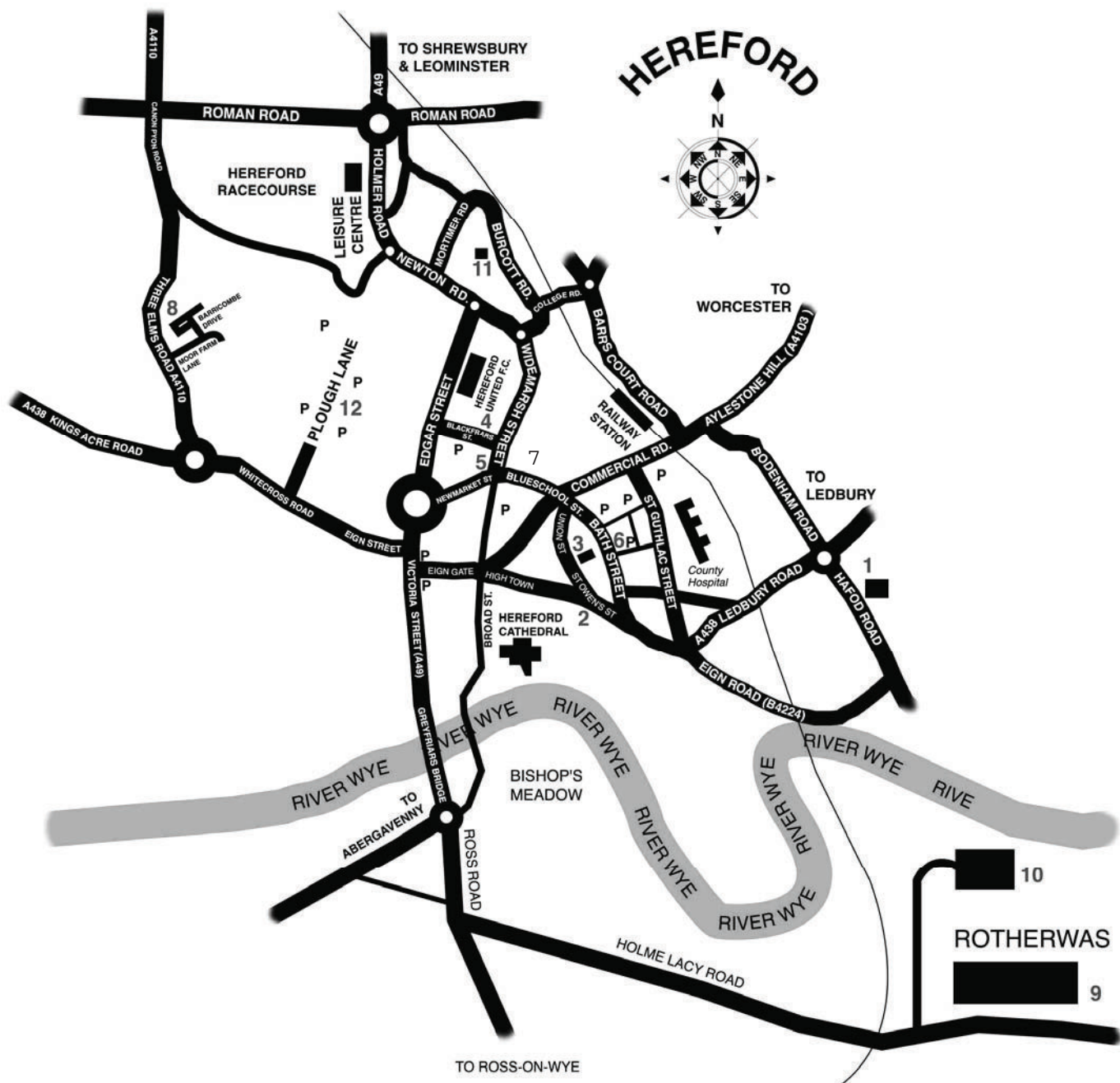
You should then proceed to Assembly Point **A** which is located in the circular car park at the front of the building. A check will be undertaken to ensure that those recorded as present have vacated the building following which further instructions will be given.

Please do not allow any items of clothing, etc. to obstruct any of the exits.

Do not delay your vacation of the building by stopping or returning to collect coats or other personal belongings.



Where possible this agenda is printed on paper made from 100% Post-Consumer waste. De-inked without bleaching and free from optical brightening agents (OBA). Awarded the Nordic Swan for low emissions during production and the Blue Angel environmental label



- | | | | |
|---|--------------------------|----|-----------------------------|
| 1 | Brockington | 7 | Blueschool House (Planning) |
| 2 | Town Hall | 8 | Trinity House |
| 3 | Shire Hall | 9 | Thorn Office Centre (ICT) |
| 4 | Blackfriars (inc. Legal) | 10 | Amey |
| 5 | Garrick House | 11 | Merchant House |
| 6 | Bath Street | 12 | Plough Lane |

HEREFORDSHIRE COUNCIL

MINUTES of the meeting of Council held at Council Chamber - Brockington on Monday 18 February 2013 at 10.00 am

Present: Councillor LO Barnett (Chairman)
Councillor ACR Chappell (Vice-Chairman)

Councillors: PA Andrews, AM Atkinson, CNH Attwood, CM Bartrum, PL Bettington, AJM Blackshaw, WLS Bowen, H Bramer, EMK Chave, MJK Cooper, PGH Cutter, BA Durkin, PJ Edwards, DW Greenow, KS Guthrie, RB Hamilton, EPJ Harvey, AJ Hempton-Smith, JW Hope MBE, MAF Hubbard, RC Hunt, JA Hyde, TM James, JG Jarvis, AW Johnson, Brig P Jones CBE, JLV Kenyon, JG Lester, MD Lloyd-Hayes, RI Matthews, Mayo, PJ McCaull, SM Michael, JW Millar, PM Morgan, NP Nenadich, C Nicholls, FM Norman, RJ Phillips, GA Powell, GJ Powell, AJW Powers, R Preece, PD Price, SJ Robertson, A Seldon, P Sinclair-Knipe, J Stone, GR Swinford, DC Taylor, PJ Watts and DB Wilcox

75. PRAYERS

The Very Reverend Michael Tavinor led the Council in prayers.

76. APOLOGIES FOR ABSENCE

Apologies for absence were received from:

Councillor A N Bridges
Councillor J Hardwick
Councillor J F Knipe
Councillor P Rone

77. DECLARATIONS OF INTEREST

The following declarations of interest were made:

Councillor R J Phillips	Agenda item 7 , Medium Term Financial Strategy, Non-pecuniary
Councillor P G H Cutter	Agenda item 7 , Medium Term Financial Strategy Non Disclosable Pecuniary (in respect of the installation of Solar Panels)
Councillor P M Morgan	Agenda item 7Medium Term Financial Strategy , Non Disclosable Pecuniary interest

78. MINUTES

RESOLVED: That the Minutes of the meetings held on 23 November 2012 and 4 January 2013 be confirmed as a correct record and signed by the Chairman, subject to the following amendments:

23 November 2012 Meeting:

Minute 58: Question 14, supplementary question:
Amend the word “steering” to “task”.

Minute 60: removal of the word ‘unanimously’

Minute 64: resolution 4 be replaced by the following:

“that the Deputy Leaders’ allowance be withdrawn from the Schedule of Member’s Allowances”.

Members Questions, Question 14 amend the word “Steering” to “Task”.

4 January 2013 Meeting:

Minute 71:

Bullet point 6, replace “banner” with “barrier”.

After Bullet Point 7, an additional bullet point stating:-

- Ledbury Ward preferred to remain as a single ward with three Councillors. The responses received from Ledbury Town Councillors were unanimous in opposition, as were the opinions of the Ward Members. The responses received from Ledbury represented 30% of the written responses received by the Council.

At the end of current bullet point 8, to add:

“Around 40% of the responses were submitted on the last day (28 August 2012) and every single one quotes the same words, including the character marks, a paragraph of text must therefore have been sent out for people to use in responses, every single one of whom was associated with the Conservative party”.

After listing Bullet Point 8, a further bullet point stating:-

- For some wards it was more appropriate to leave them as they were and the ‘Do Nothing’ option should also be considered.

In resolution C: “wording” to be amended to “warding”.

Minute 72:

After Bullet point 1 add an extra bullet point as follows:

- Concern was expressed about the subject member entering the office and removing an envelope.

79. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Councillor Richard Mayo as a new member of the Council.

The Chairman in her announcements:

- Expressed her pleasure at taking part in the Launch of the Diamond County Awards on 7 February, the closing date for nominations being 15 March 2013.
- Reported that she attended the Funeral Service of Mrs Mary Bew, a former City and Herefordshire Councillor and Former City Mayor.

- Expressed her pleasure in attending the recent Dignity Day celebrations at Hereford Football Club.
- Reported that she had met representatives of the Tbilisi Aircraft Manufacturing Company which is looking to locate to the Enterprise Zone at Rotherwas and also met delegates from Ukraine who are interested in locating to Model Farm, Ross-on-Wye.
- Drew fellow Councillors' attention to the recipients of the Council's 'Celebrating our People' awards.
- Reminded Councillors of the Civic Service and took the opportunity to encourage all Councillors to attend this service.

The Chairman reported that she had received a petition from Katie Balson on behalf of the Ledbury Children's Centre expressing concerns as to cuts to funding, which was handed to the Cabinet Member, Health and Wellbeing.

80. QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions received.

81. FORMAL QUESTIONS FROM COUNCILLORS TO THE CABINET MEMBERS AND CHAIRMEN UNDER STANDING ORDERS

A copy of the Member Questions and written answers, together with the supplementary questions and answers asked at the meeting, are attached to the Minutes at Appendix I.

82. MEDIUM TERM FINANCIAL STRATEGY

Councillor JG Jarvis, the Leader of the Council presented the report, pointing out an correction in recommendation (c) which should read 10.61 and 10.62 rather than 10.58 and 10.59 respectively. Councillor Jarvis made the following points:

- There is a challenge to all Local Authorities to address the national debt. Tough decisions were needed for tough times, which will continue well into the decade.
- The Council will have to save £9m in addition to the £21m saved in the last 2 years . The Country is in the middle of the largest reduction in public services known.
- The budget is phrased around the key proposals defined in November 2012. The Council is committed to enable residents to carry out fulfilling lives with an accent on resources being used to support the most vulnerable. When drawing these up the Council has taken into account a wide range of evidence including feedback, which will shape how matters are taken forward , to ensure that the Authority works with the community and commit to those organisations that make the most difference.
- The Authority is dealing with a £331m yearly budget and need to make the most of the changes to the way funded and need to particularly work on the

way employment takes place in the County. Consideration was given as to whether to take the Government's offer in respect of a Council Tax freeze however it has been decided to make a 1.9% increase on Council Tax this year which is equivalent to a 44.4p increase per week for a Band D property. This is the first price rise since 2010/2011.

- In the forthcoming years and the short to medium term the Council must complete delivery of the Enterprise Zone at Rotherwas to stimulate Economic growth which supports the 700 plus services delivered; This will help in supporting key services.
- This is the third year of the Coalition Government's reduction programme and there has been a 3% reduction in funding .Indications are that Government is now aware of the particular problems of rural Counties due to the lobbying that has taken place.
- The issues facing social care budgets across the nation are well known but Herefordshire must continue to have a substantial social care budget .
- The Capital Programme shows that we want to continue investment in the County despite the Budget reductions.
- The Council wishes to continue to pursue its carbon reduction programme.
- It is up to all of the Council to support those officers dealing with the budget and we will continue to support the most vulnerable in the County, together with the economic development that makes the County viable.

The Leader then invited Councillor Johnson, the Cabinet Member for Financial Management, to address the Council on the report and moved that Council accepts the budget.

Councillor Johnson stated:

- The demand for services has grown despite funding being cut.
- The choices made will have a more noticeable effect on protecting the vulnerable and stimulating growth .
- The Cabinet thanked the Public and Officers for the feedback from the 'Your Say, Your County,' consultation.
- Herefordshire gets 13% below the national average of funding per head (£311 as opposed to £358), similarly our level of Council Tax is below the Unitary Authority average. Lower business rates are charged. There was £5.5m less funding in 12/13 than there was in 11/12.
- The Council believes that the 1.90% increase in Council Tax is a better option than opting for the Government grant for 2 years as a significant increase in Council Tax will be needed when the grant ceases .
- There continues to be an estimated overspend, so we have prudentially included a loan of £2m from reserves.

- The way forward is not just cuts and efficiencies but growth in income; the Cattle Market and other projects will ultimately bring more income into the County.
- There are risks in all budgets, but there is a belief that this one is achievable. It has been through Overview and Scrutiny, observations of whom we are pleased to include.
- Particular thanks were extended to the Acting Chief Executive and the Chief Officer Finance and Commercial for their help.

Councillor Johnson formally seconded the motion.

In the ensuing discussion, the following points were made in relation to various headings:

The Voluntary Sector:

- There was a concern that now was the time to reward the sector, not make cuts to it.
- This was a huge resource and it was suggested volunteers be rewarded for their work (e.g. free parking).
- The Council does provide funding to the voluntary sector including HVOS.

Adult Social Care:

- That this has failed to deliver on budget for many years.
- That care home and nursing home contracts are not being managed effectively, so money was being wasted.
- That there was lack of consideration of long term consequences.
- That the targets are unsustainable and would therefore result in cuts being made to other departments.
- That the Health Overview and Scrutiny Committee acknowledged the risks in the proposed Budget but did not request revision of it as a result.

Energy:

- That there was no concise Energy Strategy.
- That the Council should have considered the options in respect of PV Cells when returns on such investment were good several years ago.

Waste Management:

- There was a risk in escalation of costs.
- There were concerns that there was a lack of detailed information in respect of costs.

- That waste should start to be considered as a resource and what returns could be obtained from it.

Educational Psychology Service:

- There are those having already waited over a year for a referral and this could only be made worse by cuts.

Herefordshire Matters:

- There were concerns that the Council could no longer afford this publication.
- It was confirmed that it would be discontinued with a resultant saving of £80k per year.

Tourism:

- Concerns were expressed about the cut in funds, for 'Visit Herefordshire', it was pointed out in 2008 £411m was generated by tourism, 11% being day visitors resulting in a spend of £27.60 per person.
- That Herefordshire contained unique qualities, farm shops, crafts etc and that 8496 jobs were tied into tourism.
- Now was not the time to cut funding but to invest in it.
- It was confirmed that support would continue for the Flavours of Herefordshire Event, despite its £40k loss to the promoters as it represented an important focal event.

Cultural Services:

- That these contribute to the quality of life.
- That organisations like the Courtyard are committed to outreach work which if it didn't take place would represent another call on the Council budget.
- For every £1 invested there is a £4 return.
- Many British cities that have committed to an arts and culture regeneration have benefitted generally from this (e.g. Glasgow, Belfast, Cheltenham).
- That consideration of setting up a staff mutual to deliver these services should be considered.
- That Halo have had recent dealings with the Council very much to their advantage regarding the budget.
- That Hoople is not the same organisation as it was when established due to the decommissioning of PCTs . However, Hoople was taking on the savings targeted to them whilst pursuing new business.

Council Tax Increase:

- That whilst unpopular may be more accepted by the public if the reasons behind it more fully explained to them.
- That the County does not have a high percentage of employment and also has a high percentage of low paid workers. The Council will therefore continually find itself chasing up poor payers and the reduction scheme should reflect this.
- That the budget was on a 'knife edge' and a fall in collection rates would have a severe impact.
- That the public would be more accepting of an increase if services were at least continuing.

Youth Services:

- That the £1½m savings targeted for the next year was serious, and that front end services help prevent costly intervention in later stages. The long term consequences would come back on the Council.
- That it would be better to direct funds to youth services than to the access road.
- That a lot of youth service resources are still on offer..

The Link Road:

- There are concerns over potentially spiralling costs.
- That cheaper options had not been considered.
- That this was a 'road to nowhere' which no-one wanted or needed.
- That a smarter attitude about funding could mean the road was paid for by any housing development at Merton Meadow.
- That if there is no link road, there can be no new houses built in the city centre.

In general discussion:

- That Overview and Scrutiny Committee would continue to have a robust role in monitoring the budget.
- That there were doubts that the £1.4m savings from Root and Branch, and Hoople was achievable. The budget document has not stated how the Root and Branch exercise will reduce demand.
- That because the budget is unachievable the history of overspend will continue, having achieved only £3m of the £8m savings for the current year, resulting in a £5m carry over.
- There were concerns at the depletion of and rate of depletion of reserves, £8m of Council Assets had been sold already and there were concerns there could not be enough reserves to cover shortfalls in the budget for next year.

- It was suggested that the current administration had neither sought adequate funding to slow the rate of change, nor alternatively changed priorities or policies to fit the circumstances.
- That there had been no suggestions of an alternative budget as budget setting at the present time was extremely unpleasant and difficult.
- That seminars, workshops and briefings were held, briefing notes were distributed and explanations and workshops were held and meetings with Overview and Scrutiny and Cabinet and numerous meetings with the Root and Branch Group; no budget has had as much involvement as this one.
- That the budget is drafted as one for demand driven services.
- That in view of the lack of suggestions for delivery of a balanced budget Councillors were urged not to use abstention as a means of distancing themselves from any blame.
- That in view of the global economic crisis the whole Council should pull together behind this budget.

A named vote was requested in accordance with Paragraph 4.1.16.38 of the Constitution, in respect of the Motions. For each motion being proposed and seconded, the vote was taken as follows:-

Motion (a):

For: 32

Councillors: AM Atkinson, C N H Attwood, L O Barnett, P L Bettington, A J M Blackshaw, H Bramer, A C R Chappell, M J K Cooper, P G H Cutter, B A Durkin, D W Greenow, K S Guthrie, R B Hamilton, J W Hope MBE, R C Hunt, J A Hyde, JG Jarvis, A W Johnson, Brig P Jones CBE, J G Lester, R I Mayo, J W Millar, P M Morgan, N P Nenadich, R J Phillips, G J Powell, P D Price, P Sinclair-Knipe, J Stone, D Taylor, P J Watts, B Wilcox

Against: 11

Councillors: E M K Chave, EPJ Harvey, A J Hempton-Smith, M A F Hubbard, J L V Kenyon, M D Lloyd-Hayes, S M Michael, C Nicholls, F M Norman, A J W Powers, R Preece

Abstain: 11

Councillors: P A Andrews, C M Bartrum, W L S Bowen, P J Edwards, T M James, R I Matthews, P J McCall, G A Powell, S J Robertson, A Seldon, G R Swinford

Motion (b):

Unanimous

Motion (c):

For: 31

Councillors: : AM Atkinson, L O Barnett, P L Bettington, A J M Blackshaw, H Bramer, A C R Chappell, M J K Cooper, P G H Cutter, B A Durkin, D W Greenow, K S Guthrie, R B Hamilton, J W Hope MBE, R C Hunt, J A Hyde, JG Jarvis, A W Johnson, Brig P Jones CBE, J G Lester, R L Mayo, J W Millar, P M Morgan, N P Nenadich, R J Phillips, G A Powell, P D Price, P Sinclair-Knipe, J Stone, D Taylor, P J Watts, D B Wilcox

Against:12

Councillors: EMK Chave, E P J Harvey, A S Hempton-Smith, M Hubbard, J L V Kenyon, M D Lloyd-Hayes, P J McCall, S M Michael, C Nicholls, F M Norman, A J W Powers, R Preece

Abstain: 11

Councillors: P A Andrews, C N H Attwood, C M Bartrum, W L S Bowen, P J Edwards, T M James, R I Matthews, G A Powell, S J Robertson, A Seldon, G R Swinford

RESOLVED: that

- (a) the Medium Term Financial Strategy (MTFS) shown in Appendix A, which includes the 2013/14 Budget and Treasury Management Strategy and Policy Statement be approved;**
- (b) a Council Tax increase of 1.9% for 2013/14 be approved; and**
- (c) the Capital Programme outlined in paragraphs 10.61 and 10.62 of the report be approved.**

83. PAY POLICY STATEMENT

The report was presented by Councillor PD Price who proposed the motions, Seconded by Councillor B A Durkin.

In the ensuing discussion, the following points were made:

- That it would be a useful comparator to see what the staffing structure in the NHS and big organisations looked like and how the figures compared.
- With less staff to manage in theory there should be less managers, so savings could be passed up the line.
- That these salaries looked generous to a county that had a large amount of agricultural salary earners.
- That the salaries reflected the market rate of Local Authorities in all rural counties.

RESOLVED UNANIMOUSLY: that

- (a) the pay policy statement summarising existing Council Policies be approved; and**
- (b) the planned review of policies underpinning the statement be duly noted.**

MEMBERS' QUESTIONS TO COUNCIL

APPENDIX1

MEMBERS' QUESTIONS TO COUNCIL (18 February 2013)

Question from Councillor RI Matthews

1. *As part of our savings proposals, it has been suggested that the Council considers recovering the full cost of school transport. Can you tell us how much parents pay at present, and what the sum would be if such a scheme was implemented?*

Answer from Councillor GJ Powell Cabinet Member Education & Infrastructure

Answer to question 1

Where the council has a statutory duty to provide free home to schools transport this will not change.

We do offer discretionary transport provision to enable young people to attend post-16 education, to enable children to attend faith schools outside their normal catchment area and to maximise the use of existing provision we offer vacant places on school transport at a cost.

The council has a duty to ensure that our resources are directed at supporting those most in need. In line with our agreed charging principles we endeavour to, where possible, recover the full cost of the services we provide, while working to reduce the costs of those services.

The current fee for discretionary transport averages £172 per term for the 2012/13 academic year; if the subsidy for these services were removed that fee would currently rise to £283 per term.

We propose that the subsidy will be removed over a two year period. At the same time, as a result of the Transport & Travel Root & Branch Review, we will be integrating the transport network with the aim of reducing the overall cost.

Support for low income families remains available for post-16 transport through the Further Education Bursary Scheme administered by schools and colleges, and for denominational transport or the vacant seat payment scheme (under extended rights legislation) for those in receipt of free school meals or maximum Working Tax Credits.

Supplementary Question

It will cost parents £850 per child in two years time and in my opinion that is not acceptable so will he give further consideration for reducing the fee for second children which would be of great benefit to a large number of hard-up families?

Cabinet Member response

This was expressed in termly figures; it actually works out at £2 per trip. You will be aware that we are moving more towards full cost recovery, though there is no suggestion that this will take place within one year, but perhaps two years.

The Officers involved have been asked to map where children live and we must consult with parents as to the most effective way to deliver this. It might be better to have a bus than rely on public transport. Hence we aim for full cost recovery but also to minimise impact as far as we can.

Question from Councillor C Nicholls

2. Quote from “A Tourism Strategy for Herefordshire 2010-2015” c/o Stevens & Associates:

“Herefordshire’s visitors (combining overnight tourist and day visitor spending) produced almost £416 million for the local economy in 2009. That is approximately £2,311 for every resident in the County per annum – a pretty good return for the Council’s current investment in supporting tourism of £465 per person: a 900% ROI. Visitor spending also helps support over 8,500 jobs in the County.”

In the light of these findings, and recognising that building a strong economy in Herefordshire is one of this Council’s top 2 priorities, why is this Council proposing to cut its support to tourism?

Answer from Councillor RJ Phillips, Cabinet Member Enterprise & Culture

Answer to question 2

I recognise the importance of tourism in the wider economic well-being of the county. In line with the strategy agreed by Cabinet in 2010, the recent commissioning of Visit Herefordshire to manage and oversee the development of a modern and vibrant tourism strategy in the county has reaped many benefits; the Food Festival in Hereford City Centre last year being a very obvious example of how we can work in partnership with the private sector to benefit the wider economy, in line with our corporate priorities.

Nevertheless it is entirely appropriate that the Council should seek efficiencies in its commissioning with Visit Herefordshire, as we are with all our service delivery arrangements, given the very major financial pressures to be faced both in 2013/14 and beyond. Productive discussions have already taken place with Visit Herefordshire, and Visit Herefordshire is an active member of the Local Enterprise Partnership through which they may seek support in the future. I am confident that the proposed savings can be achieved without affecting the delivery of front-line services.

Supplementary Question

Madam Chairman, I want first to congratulate you on your most excellent initiative with the Diamond award. This will focus on what is best in the County and what we are all proud to say, makes Herefordshire a special place to live, work and play. At a time when discretionary spending is so much in contention, you have shown thoughtful and purposeful leadership and it is my hope that the business and commercial sector will really get behind you and reward you for your enterprise, this fits and sits well with my supplementary question which is:-

Significant gearing and benefit would be obtained by maintaining current funding levels for tourism, while managing this investment as part of a coherent programme of support

through a properly balanced programme and prioritised County-wide economic development programme . Will the Cabinet Member agree to manage our investment in tourism in this manner?

Answer from Cabinet Member

We are in difficult times but I met the Visit Herefordshire Board and they stated: “The Board is confident that the work of Visit Herefordshire will continue to market the County to the benefit of all”.

All know we have an unprecedented cut in funding. The best way forward is to talk to all organisations affected. We are not just on a 1 or 2 year lock down.

Herefordshire’s food festival was a success, but not financially. It is not something to dwell on that a £40k loss was made. We are working with Visit Herefordshire to make sure the future is assured and the food festival stays.

Question from Councillor AJW Powers

- 3 *We are told that for 2013-14 there is a “very high risk” of failing to deliver the identified savings in Adult Social Care. What assurance can be given that the proposed budget for the People’s Directorate - given both the pressures faced by this directorate and its record over recent years - is realistic, robust and achievable?*

Answer from Councillor PM Morgan, Cabinet Member Health and Wellbeing

Answer to question 3

I will not pretend that the challenge faced – not by one directorate but the whole council - is not significant.

In setting the budget we have taken into consideration a wide range of factors in determining our budget requirements, including projected demographic pressures, changes in national funding, and the resources needed to deliver the transformation. This has been a much more robust and considered piece of work than in the past. The New Leadership Delivery Board will play an essential part in delivery of this budget as the challenge must be seen in the context of the whole Council budget.

While setting the budget I invited the Health & Social Care Overview and Scrutiny Committee to review the proposed budget, and I am grateful for their consideration of the matter. The Health & Social Care Overview & Scrutiny Committee has reviewed the proposed budget and, whilst acknowledging the risks to delivery, did not suggest the budget proposals were not realistic, robust or achievable. I also welcome their continued commitment to playing a key part in the monitoring and assurance of delivery going forward.

It is also true that, even with the best planning possible, the adult social care sector has to contend with a degree of volatility over which we have no control. I cannot say strongly enough that the solution to the challenge we face in Herefordshire (which is not

unique), is not restricted to the adult social care service. It requires a whole organisation – and indeed a whole community response. Whilst there is much we can, and will do, to deliver the most efficient service possible targeting our resources at those in most need, the fundamental issue is that we must all look again at our own contribution to ensuring that, as we age, we remain as healthy as possible for as long as possible, and that people can access the information and advice they need at an early enough stage to prevent them needing high cost services at a later date.

Every member of this council, every organisation in Herefordshire, and every resident has a part to play in helping to ensure that we are able to provide the best possible service to our vulnerable people – within the resources available to us.

Question from Councillor AJW Powers

- 4 *Further 'prudential borrowing', for the capital expenditure programme to 2016 (Medium Term Financial Strategy, 5.15.7), is projected to be £60.5m. The council's treasury adviser (Arlingclose) forecasts Public Works Loan Board rates "to increase by only 0.10% per annum", but also warns that these "could be up to 1% higher" than forecast. PWLB rates (see Treasury Management Strategy, Appendix 3) for 2013-14 have already risen by up to 0.15% during the last month alone. An increase in rates of 1% would add £605K to these borrowing costs to be met from revenue, and the Operational Boundary for external debt (MTFS Appendix 2, 7.4) is based on a "prudent but not worst case scenario". What modelling and risk management has been done to ensure the viability of the MTFS if rates on PWRB and other loans turn out to be higher than forecast?*

Answer from Councillor AW Johnson, Cabinet Member Financial Management

Answer to question 4

It is important to remember that our borrowing is undertaken to deliver projects that meet community needs and support the council's agreed priorities; whether that is delivering essential flood alleviation work, environmental improvements such as energy saving measures, construction of schools, improvements to our roads condition and network, or to enable the council itself to operate more cost effectively and therefore reduce the cost to the revenue budgets.

The council's treasury management team continues to take advice from our advisors on issues such as recent changes in Public Works Loan Board rates. This helps ensure we have up to date advice to respond to any changes in borrowing rates. We model changes in rates to understand the potential impact of any such variations. The most effective mitigation is to move borrowing to lower levels of interest as and when these become available. This has given us certainty for existing borrowing.

Supplementary question

I am grateful to the Cabinet Member for his answer, but I would like to push him little further on this if I may?

I am reassured to know that "we model changes in rates to understand the potential impact of any such variations"

I repeat my question "What specific modelling and risk management has been done to ensure the viability of the MTFS if rates on PWRB and other loans turn out to be higher than forecast?"

Answer from Cabinet Member

Rates are fixed in a known quantity. We have about £12m with the banks earning 4.5% interest. This is quite good; if these rates were changed by the banks we could withdraw immediately from this arrangement without charge and re-invest elsewhere.

We have achieved a reduction of our debt by £1m by the management of our borrowing by our financial team.

The meeting ended at 12.50 pm

CHAIRMAN

MEETING :	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	COUNCIL TAX RESOLUTION
REPORT BY:	CLLR ANTHONY JOHNSON – CABINET MEMBER

1. Classification

Open

2. Key Decision

This is not a key decision

3. Wards Affected

County-wide

4. Purpose

To calculate the council's Council Tax Requirement and set the Council Tax amounts for each category of dwelling in Herefordshire for 2013/14.

5. Recommendation(s)

THAT:

- (a) It be noted that the council calculated the tax base 2013/14;
 - 1) for the whole council area as 64,260.18 band D equivalent dwellings;
 - 2) for dwellings in those parts of the area to which a parish precept relates as in the attached Annex 1(i);
- (b) in respect of Council Tax for 2013/14 that the following amounts be approved by the Council for the year 2013/14 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 (as amended by the Localism Act 2011) :
 - (i) £333,068,881 being the estimated aggregate expenditure of the Council in accordance with Section 31A (2) of the Act, including all precepts issued to it by

Parish Councils;

- | | |
|----------------------|---|
| (ii) £251,658,953 | being the estimated aggregate income of the Council for the items set out in Section 31A (3) of the Act (including Formula Grant); |
| (iii) £81,409,928 | being the amount by which the aggregate at (b)(i) above exceeds the aggregate at (b)(ii) calculated by the Council in accordance with Section 31A(4) of the Act, as its Council Tax Requirement for the year (including Parish precepts); |
| (iv) £1,266.88 | being the amount at b(iii) above divided by the amount of the Council Tax base calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts); |
| (v) £2,499,081 | being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act; |
| (vi) £1,227.99 | being the amount at (iv) above less the result given by dividing the amount at (v) above by the amount of the Council Tax base calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates; |
- (c) That the precepting authority details incorporated in Annex 1 (i-v), relating to Special Items, West Mercia Police and Hereford and Worcester Combined Fire Authority be approved in accordance with Sections 30(2), 34(3), 36(1) and Section 40 of the Local Government Finance Act 1992 (as amended).
- (d) That the council tax requirement for the council's own purposes for 2013/14 (excluding parishes) be approved as £78,910,847; and
- (e) In respect of the Council's 2012/13 Budget a council tax of £1,227.99 be levied (at Band D).

6. Key Points Summary

- A resolution has to be passed each year by billing authorities in order to be able to collect its council tax. The Local Government Finance Act 1992 (as amended by the Localism Act 2011) sets out the specific amounts to be calculated and approved.
- Herefordshire Council's proposed Band D Council Tax for 2013/14 is £1,227.99, which is an increase of 1.9% from 2012/13.

- The Parish Precepts for 2013/14 total £2,499,081 amounting to an average Band D Council Tax Charge of £38.89 (an average increase of 3.8% over 2012/13).
- The precepts for the West Mercia Police Authority and Hereford & Worcester Fire and Rescue Authority are shown in Annexes 1 (iii) and (iv). They remain at the same level as 2012/13.

7. Alternative Options

- 7.1 There are no Alternative Options.

8. Reasons for Recommendations

- 8.1 Local government legislation requires the Council to set a council tax each financial year. It also requires that certain categories of income and expenditure and other financial information are provided in accordance with Local Government Finance Act 1992 (as amended by the Localism Act 2011).

9. Introduction and Background

- 9.1 A resolution has to be passed each year by billing authorities in order to be able to collect its council tax. The report enables the Council to meet its legislative duty, determines the Council Tax Requirement for the authority and sets the Council Tax for each category of dwelling in Herefordshire.
- 9.2 The level of council tax reflects the 2013/14 budget approved at the Council meeting on 18th February 2013.

10. Key Considerations

Legal requirements

- 10.1 The Council must set a council tax each year based on a balanced budget. In addition Sections 25 to 29 of Part 2 of the Local Government Act 2003 (as amended) impose duties on local authorities designed to ensure they make prudent allowance for risk and uncertainties in their budgets and that they regularly monitor their finances during the course of the year.
- 10.2 Section 25 of the Act deals with budget calculations and requires the statutory chief finance officer to report on the robustness of estimates and reserves. This duty was introduced because the Council decides on the Council Tax before the financial year begins and Council Tax cannot be increased during a financial year. It therefore needs to consider the risks and uncertainties that might force them to spend more than planned. The Council has a statutory duty to take the chief finance officer's Section 25 report (contained in the Medium Term Financial Strategy) into account when it sets the Council Tax.
- 10.3 Whilst local authorities have discretion to make their own judgments on a prudent level of budget and reserves, Section 26 of the Act contains reserve powers for the government to set a minimum level of reserves. This means that the government has the right to intervene if it thinks a local authority is acting irresponsibly.
- 10.4 Section 27 of the Act requires the statutory chief finance officer to report to Council if reserves have dipped below the minimum agreed level when the next budget is set. That report must include suggestions on how to avoid it happening again. The Council has not dropped below

the minimum level of balance set at £4.5m for the general reserve.

- 10.5 Sections 28 and 29 of the Act deal with budget monitoring issues and make budget monitoring a statutory duty. If monitoring establishes that the budget position has deteriorated, authorities are required to take appropriate action. This might include reducing spending in the rest of the year, increasing income or funding the shortfall from reserves.

Council tax calculations

- 10.6 The calculation of Council Tax involves several stages and the Local Government Finance Act 1992 requires figures to be calculated including and excluding parish precepts. The following table demonstrates this requirement is met;

	Herefordshire Council £	Parish Precepts £	Herefordshire incl.parishes (average) £
Estimated Gross Expenditure	330,569,800	2,499,081	333,068,881
LESS Estimated Income	(180,274,000)	Not applicable	(180,274,000)
Net Budget requirement	150,295,800	2,499,081	152,794,881
LESS Revenue Support Grant	(42,861,431)	Not applicable	(42,861,431)
LESS Retained rates	(22,725,709)	Not applicable	(22,725,709)
LESS Top-up	(6,558,618)	Not applicable	(6,558,618)
PLUS Collection Fund deficit	760,805	Not applicable	760,805
Council Tax requirement	78,910,847	2,499,081	81,409,928
Divided by council tax base (Band D equivalent)	64,260.18	64,260.18	64,260.18
Council tax at Band D	£1,227.99	£38.89	£1,266.88

Council Tax amounts

- 10.7 Annex 1 (i-v) to this report contains the individual Council Tax amounts for each category of dwelling as required by the Local Government Finance Act 1992 and associated regulations.
- 10.8 Herefordshire Council's Band D council tax for 2013/14 is £1,227.99, which is an increase of £22.90 (1.9%) from 2012/13.
- 10.9 The Parish Precepts for 2013/14 total £2,499,081 amounting to an average Band D Council Tax Charge of £38.89 (an average increase of 3.8% over 2012/13). This year the council tax base has reduced due to the introduction of the new council tax reduction scheme (replacing council tax benefits). The council has passported government grant to the parishes totalling £289,000 to offset this reduction and the figures shown in the report are net of the grant i.e.

the amount to be collected through council tax. Annex 1 (i) details the Parish Precept requirement and the Band D Council Tax Charge for each Parish.

- 10.10 As part of the process we are required to include precepts from other bodies that will be included on Council Tax bills.
- 10.11 Details of the West Mercia Police Authority Precept are contained in Annex 1 (iii) (£178.72 at band D).
- 10.12 Details of the Hereford & Worcester Fire and Rescue Authority Precept are contained in Annex 1 (iv). (£73.64 at band D).

11. Community Impact

- 11.1 No community impact has been identified

12. Equality and Human Rights

- 12.1 There are no equality and human rights issues arising from the recommendations in the report

13. Financial Implications

- 13.1 These are set out in the report

14. Legal Implications

- 14.1 Local government legislation requires an authority's chief finance officer to make a report to the authority when it is considering its budget and council tax. The report must deal with the robustness of the estimates and the adequacy of the reserves allowed for in the budget proposals, so members will have authoritative advice available to them when they make their decisions.
- 14.2 The recommendations in this report satisfy the requirements of the Local Government Finance Act 1992 (as amended by the Localism Act 2011).

15. Risk Management

- 15.1 Local authorities must decide every year how much they are going to raise from council tax. They base their decision on a budget that sets out estimates of what they plan to spend on services. Because they decide on the council tax before the year begins and can't increase it during the year, they have to consider risks and uncertainties that might force them to spend more on their services than they planned. Allowance is made for these risks by:
 - making prudent allowance in the estimates for services; and
 - ensuring that there are adequate reserves to draw on if the service estimates turn out to be insufficient.

16. Consultees

- 16.1 The Medium Term Financial Strategy and budget for 2013/14 was approved by Cabinet on 5 February 2013 and Council on 18 February 2013

17. Appendices

17.1 Annex 1

- (i) Herefordshire Council requirement by parish, including Band D equivalent.
- (ii) Council Tax for each valuation band, by parish, without the Police & Fire precepts.
- (iii) Police Authority precept requirement for each valuation band.
- (iv) Fire Authority precept requirement for each valuation band.
- (v) Council Tax for each valuation band by parish, including the Police & Fire precepts.

18. Background Papers

18.1 Medium Term Financial Strategy 2013/2016

Annex

- i** Herefordshire Council requirement by Parish, including Band D equivalent
- ii** Council Tax for each valuation band, by Parish, without the Police & Fire precepts
- iii** Police Authority precept requirement for each valuation band
- iv** Fire Authority precept requirement for each valuation band
- v** Council Tax for each valuation band, by Parish, including the Police & Fire precepts

Herefordshire Council requirement by Parish, including Band D equivalent				
Parish	Parish Precept	Tax Base	Parish Precept Basic Tax Rate (Band D)	Band D Charge (Parish and Herefordshire Council's Basic Rate - £1,227.99)
	£		£	£
Abbeydore & Bacton Group Parish Council	6,991	151.94	46.01	1,274.00
Aconbury Parish Meeting	115	34.13	3.37	1,231.36
Acton Beauchamp Group Parish Council	2,698	168.55	16.01	1,244.00
Allensmore Parish Council	1,947	240.79	8.09	1,236.08
Almeley Parish Council	7,001	239.40	29.24	1,257.23
Ashperton Parish Council	3,048	113.63	26.82	1,254.81
Aston Ingham Parish Council	2,440	202.28	12.06	1,240.05
Avenbury Parish Council	3,379	104.48	32.34	1,260.33
Aymestrey Parish Council	2,737	151.54	18.06	1,246.05
Ballingham, Bolstone & Hentland Group	3,883	278.10	13.96	1,241.95
Bartestree & Lugwardine Group Parish Council	22,960	815.70	28.15	1,256.14
Belmont Rural Parish Council	46,956	1,327.43	35.37	1,263.36
Birley with Upper Hill Parish Council	1,907	125.97	15.14	1,243.13
Bishop's Frome Parish Council	20,340	302.48	67.24	1,295.23
Bishopstone Group Parish Council	3,900	188.25	20.72	1,248.71
Bodenham Parish Council	9,473	441.08	21.48	1,249.47
Border Group Parish Council	7,052	292.03	24.15	1,252.14
Bosbury and Coddington Parish Council	9,209	344.77	26.71	1,254.70
Brampton Abbots & Foy Group Parish Council	1,900	214.72	8.85	1,236.84
Bredenbury & District Group Parish Council	5,165	153.93	33.55	1,261.54
Breinton Parish Council	7,917	389.84	20.31	1,248.30
Bridstow Parish Council	4,925	382.98	12.86	1,240.85
Brilley Parish Council	4,604	118.31	38.91	1,266.90
Brimfield and Little Hereford Group Parish Council	8,936	480.78	18.59	1,246.58
Brockhampton with Much Fawley Parish Council	3,549	90.15	39.37	1,267.36
Brockhampton Group Parish Council	7,525	322.48	23.33	1,251.32
Bromyard & Winslow Town Council	144,919	1,303.25	111.20	1,339.19
Burghill Parish Council	13,478	668.54	20.16	1,248.15
Callow & Haywood Group Parish Council	5,297	202.88	26.11	1,254.10
Cleghonger Parish Council	10,828	463.57	23.36	1,251.35
Clifford Parish Council	3,881	249.74	15.54	1,243.53
Colwall Parish Council	53,844	1,093.80	49.23	1,277.22
Malvern Hills Conservators (Colwall Parish Council)	31,349	"	28.66	28.66
Cradley Parish Council	23,859	754.71	31.61	1,259.60
Credenhill Parish Council	15,253	611.13	24.96	1,252.95
Cusop Parish Council	7,085	170.94	41.45	1,269.44
Dilwyn Parish Council	10,846	284.47	38.13	1,266.12
Dinedor Parish Council	5,556	124.87	44.49	1,272.48
Dinmore Parish Meeting	-	8.86	-	1,227.99
Dormington & Mordiford Group Parish Council	12,393	300.19	41.28	1,269.27
Dorstone Parish Council	2,524	169.25	14.91	1,242.90
Eardisland Parish Council	14,943	219.30	68.14	1,296.13
Eardisley Group Parish Council	8,221	474.81	17.31	1,245.30
Eastnor & Donnington Parish Council	3,411	134.52	25.36	1,253.35
Eaton Bishop Parish Council	4,780	183.28	26.08	1,254.07
Ewyas Harold Group Parish Council	15,398	423.87	36.33	1,264.32
Fownhope Parish Council	18,855	408.15	46.20	1,274.19
Foxley Group Parish Council	1,636	158.11	10.35	1,238.34
Garway Parish Council	10,398	170.05	61.15	1,289.14
Goodrich & Welsh Bicknor Group Parish Council	5,288	248.65	21.27	1,249.26
Hampton Bishop Parish Council	9,808	197.61	49.63	1,277.62
Hampton Charles Parish Meeting	-	18.41	-	1,227.99
Hatfield and District Group Parish Council	2,388	211.93	11.27	1,239.26
Hereford City Council	624,464	15,087.28	41.39	1,269.38
Holme Lacy Parish Council	14,149	181.29	78.05	1,306.04
Holmer & Shelwick Parish Council	6,723	614.31	10.94	1,238.93
Hope Mansell Parish Council	1,426	132.04	10.80	1,238.79
Hope under Dinmore Group Parish Council	3,029	139.60	21.70	1,249.69
How Caple, Sollershope & Yatton Group Parish Council	4,836	153.03	31.60	1,259.59
Humber, Stoke Prior & Ford Group Parish Council	3,704	279.40	13.26	1,241.25
Huntington Parish Council	625	45.67	13.69	1,241.68
Kentchurch Parish Council	5,908	99.80	59.20	1,287.19
Kilpeck Group Parish Council	10,196	191.74	53.18	1,281.17
Kimbolton Parish Council	5,073	191.94	26.43	1,254.42
Kings Caple Parish Council	6,274	136.71	45.89	1,273.88
Kingsland Parish Council	9,449	441.48	21.40	1,249.39
Kingstone & Thrupton Group Parish Council	6,922	372.43	18.59	1,246.58
Kington Rural and Lower Harpton Group Parish Council	3,829	224.17	17.08	1,245.07
Kington Town Council	54,052	843.06	64.11	1,292.10
Kinnersley and District Group Parish Council	3,017	229.75	13.13	1,241.12
Lea Parish Council	8,535	227.66	37.49	1,265.48
Ledbury Town Council	240,868	3,272.36	73.61	1,301.60
Leintwardine Group Parish Council	13,851	432.23	32.05	1,260.04
Leominster Town Council	202,450	3,383.20	59.84	1,287.83
Linton Parish Council	5,784	448.84	12.89	1,240.88
Little Birch Parish Council	2,647	94.03	28.15	1,256.14

Herefordshire Council requirement by Parish, including Band D equivalent				
Parish	Parish Precept	Tax Base	Parish Precept Basic Tax Rate (Band D)	Band D Charge (Parish and Herefordshire Council's Basic Rate - £1,227.99)
	£		£	£
Little Dewchurch Parish Council	6,774	161.99	41.82	1,269.81
Llangarron Parish Council	4,844	458.50	10.56	1,238.55
Llanwarne & District Group Parish Council	1,934	259.40	7.46	1,235.45
Longtown Group Parish Council	5,402	409.04	13.21	1,241.20
Lower Bullingham Parish Council	17,927	584.36	30.68	1,258.67
Luston Group Parish Council	9,463	352.53	26.84	1,254.83
Lyonshall Parish Council	9,744	271.63	35.87	1,263.86
Madley Parish Council	8,133	390.94	20.80	1,248.79
Marden Parish Council	16,411	510.14	32.17	1,260.16
Marstow Parish Council	5,218	160.99	32.41	1,260.40
Mathon Parish Council	6,415	156.41	41.01	1,269.00
Malvern Hills Conservators (Mathon)	4,482	"	28.66	28.66
Middleton-on-the-Hill and Leysters Group Parish Council				
	3,383	166.96	20.26	1,248.25
Monkland and Stretford Parish Council	3,326	79.90	41.63	1,269.62
Moreton on Lugg Parish Council	13,203	278.80	47.36	1,275.35
Much Birch Parish Council	5,583	369.84	15.10	1,243.09
Much Cowarne Group Parish Council	3,437	200.49	17.14	1,245.13
Much Dewchurch Parish Council	3,267	248.15	13.17	1,241.16
Much Marcle Parish Council	4,671	286.76	16.29	1,244.28
North Bromyard Group Parish Council	3,840	307.26	12.50	1,240.49
Ocle Pychard Parish Council	2,673	249.75	10.70	1,238.69
Orcop Parish Council	6,707	163.28	41.08	1,269.07
Orleton Parish Council	14,616	340.79	42.89	1,270.88
Pembridge Parish Council	16,861	442.18	38.13	1,266.12
Pencombe Group Parish Council	8,207	188.25	43.60	1,271.59
Peterchurch Parish Council	12,257	378.70	32.37	1,260.36
Peterstow Parish Council	3,359	181.69	18.49	1,246.48
Pipe and Lyde Parish Council	2,268	141.59	16.02	1,244.01
Pixley & District Parish Council	5,267	220.09	23.93	1,251.92
Putley Parish Council	4,544	96.52	47.08	1,275.07
Pyons Group Parish Council	5,897	336.31	17.53	1,245.52
Richard's Castle (Herefordshire) Parish Council	3,060	121.89	25.10	1,253.09
Ross-on-Wye Town Council	172,978	3,157.33	54.79	1,282.78
Ross Rural Parish Council	2,760	405.76	6.80	1,234.79
Sellack Parish Council	1,933	118.21	16.35	1,244.34
Shobdon Parish Council	13,065	317.01	41.21	1,269.20
St. Weonards Parish Council	3,465	145.07	23.89	1,251.88
Stapleton Group Parish Council	4,806	139.80	34.38	1,262.37
Staunton-on-Wye and District Group Parish Council	2,478	189.65	13.07	1,241.06
Stoke Edith Parish Meeting (Chairman)	-	43.38	-	1,227.99
Stoke Lacy Parish Council	4,625	147.06	31.45	1,259.44
Stretton Grandison Group Parish Council	1,692	216.41	7.82	1,235.81
Stretton Sugwas Parish Council	3,803	140.59	27.05	1,255.04
Sutton Parish Council	17,690	369.64	47.86	1,275.85
Tarrington Parish Council	8,996	210.34	42.77	1,270.76
Thornbury Group Parish Council	3,083	170.54	18.08	1,246.07
Titley and District Group Parish Council	4,203	219.60	19.14	1,247.13
Upton Bishop Parish Council	8,404	250.64	33.53	1,261.52
Vowchurch & District Group Parish Council	5,691	299.59	19.00	1,246.99
Walford Parish Council	15,145	628.34	24.10	1,252.09
Wellington Parish Council	20,745	408.25	50.81	1,278.80
Wellington Heath Parish Council	7,215	223.97	32.21	1,260.20
Welsh Newton & Llanrothal Group Parish Council	6,265	136.51	45.89	1,273.88
Weobley Parish Council	9,207	428.84	21.47	1,249.46
Weston Beggard Parish Council	977	85.17	11.47	1,239.46
Weston-under-Penyard Parish Council	6,659	462.58	14.40	1,242.39
Whitbourne Parish Council	8,435	315.22	26.76	1,254.75
Whitchurch & Ganarew Group Parish Council	14,496	477.10	30.38	1,258.37
Wigmore Group Parish Council	13,653	337.70	40.43	1,268.42
Withington Group Parish Council	13,805	588.04	23.48	1,251.47
Woolhope Parish Council	4,910	206.26	23.80	1,251.79
Wyeside Group Parish Council	6,274	295.71	21.22	1,249.21
Yarkhill Parish Council	3,832	132.43	28.94	1,256.93
Yarpole Group Parish Council	10,012	325.66	30.74	1,258.73
	2,499,081	64,260.18	38.89	

Council Tax for each valuation band, by Parish, without the Police & Fire precepts								
PARISH	VALUATION BANDS							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Abbeydore & Bacton Group Parish Council	849.33	990.89	1,132.45	1,274.00	1,557.11	1,840.22	2,123.33	2,548.00
Aconbury Parish Meeting	820.91	957.72	1,094.55	1,231.36	1,505.00	1,778.63	2,052.27	2,462.72
Acton Beauchamp Group Parish Council	829.33	967.55	1,105.78	1,244.00	1,520.45	1,796.89	2,073.33	2,488.00
Allensmore Parish Council	824.05	961.39	1,098.74	1,236.08	1,510.77	1,785.45	2,060.13	2,472.16
Almeley Parish Council	838.15	977.84	1,117.54	1,257.23	1,536.62	1,816.00	2,095.38	2,514.46
Ashperton Parish Council	836.54	975.96	1,115.39	1,254.81	1,533.66	1,812.50	2,091.35	2,509.62
Aston Ingham Parish Council	826.70	964.48	1,102.27	1,240.05	1,515.62	1,791.18	2,066.75	2,480.10
Avenbury Parish Council	840.22	980.25	1,120.30	1,260.33	1,540.41	1,820.47	2,100.55	2,520.66
Aymestrey Parish Council	830.70	969.15	1,107.60	1,246.05	1,522.95	1,799.85	2,076.75	2,492.10
Ballingham, Bolstone & Hentland Group	827.97	965.96	1,103.96	1,241.95	1,517.94	1,793.92	2,069.92	2,483.90
Bartestree & Lugwardine Group Parish Council	837.43	976.99	1,116.57	1,256.14	1,535.29	1,814.42	2,093.57	2,512.28
Belmont Rural Parish Council	842.24	982.61	1,122.99	1,263.36	1,544.11	1,824.85	2,105.60	2,526.72
Birley with Upper Hill Parish Council	828.75	966.88	1,105.01	1,243.13	1,519.38	1,795.63	2,071.88	2,486.26
Bishop's Frome Parish Council	863.49	1,007.40	1,151.32	1,295.23	1,583.06	1,870.88	2,158.72	2,590.46
Bishopstone & District Group Parish Council	832.47	971.22	1,109.97	1,248.71	1,526.20	1,803.69	2,081.18	2,497.42
Bodenham Parish Council	832.98	971.81	1,110.64	1,249.47	1,527.13	1,804.79	2,082.45	2,498.94
Border Group Parish Council	834.76	973.88	1,113.02	1,252.14	1,530.40	1,808.64	2,086.90	2,504.28
Bosbury and Coddington Parish Council	836.47	975.87	1,115.29	1,254.70	1,533.53	1,812.34	2,091.17	2,509.40
Brampton Abbots & Foy Group Parish Council	824.56	961.98	1,099.42	1,236.84	1,511.70	1,786.54	2,061.40	2,473.68
Bredenbury & District Group Parish Council	841.03	981.19	1,121.37	1,261.54	1,541.89	1,822.22	2,102.57	2,523.08
Breinton Parish Council	832.20	970.90	1,109.60	1,248.30	1,525.70	1,803.10	2,080.50	2,496.60
Bridstow Parish Council	827.23	965.10	1,102.98	1,240.85	1,516.60	1,792.34	2,068.08	2,481.70
Brilley Parish Council	844.60	985.36	1,126.14	1,266.90	1,548.44	1,829.96	2,111.50	2,533.80
Brimfield and Little Hereford Group Parish Council	831.05	969.56	1,108.07	1,246.58	1,523.60	1,800.61	2,077.63	2,493.16
Brockhampton with Much Fawley Parish Council	844.91	985.72	1,126.55	1,267.36	1,549.00	1,830.63	2,112.27	2,534.72
Brockhampton Group Parish Council	834.21	973.25	1,112.29	1,251.32	1,529.39	1,807.46	2,085.53	2,502.64
Bromyard & Winslow Town Council	892.79	1,041.59	1,190.39	1,339.19	1,636.79	1,934.38	2,231.98	2,678.38
Burghill Parish Council	832.10	970.78	1,109.47	1,248.15	1,525.52	1,802.88	2,080.25	2,496.30
Callow & Haywood Group Parish Council	836.07	975.41	1,114.76	1,254.10	1,532.79	1,811.47	2,090.17	2,508.20
Cleghonger Parish Council	834.23	973.27	1,112.31	1,251.35	1,529.43	1,807.50	2,085.58	2,502.70
Clifford Parish Council	829.02	967.19	1,105.36	1,243.53	1,519.87	1,796.21	2,072.55	2,487.06
Colwall Parish Council (inc Malvern Hills Conservators)	870.59	1,015.68	1,160.79	1,305.88	1,596.08	1,886.27	2,176.47	2,611.76
Cradley Parish Council	839.73	979.69	1,119.65	1,259.60	1,539.51	1,819.42	2,099.33	2,519.20
Credenhill Parish Council	835.30	974.51	1,113.74	1,252.95	1,531.39	1,809.81	2,088.25	2,505.90
Cusop Parish Council	846.29	987.34	1,128.39	1,269.44	1,551.54	1,833.63	2,115.73	2,538.88
Dilwyn Parish Council	844.08	984.76	1,125.44	1,266.12	1,547.48	1,828.84	2,110.20	2,532.24
Dinedor Parish Council	848.32	989.70	1,131.10	1,272.48	1,555.26	1,838.02	2,120.80	2,544.96
Dinmore Parish Meeting	818.66	955.10	1,091.55	1,227.99	1,500.88	1,773.76	2,046.65	2,455.98
Dormington & Mordiford Group Parish Council	846.18	987.21	1,128.24	1,269.27	1,551.33	1,833.39	2,115.45	2,538.54
Dorstone Parish Council	828.60	966.70	1,104.80	1,242.90	1,519.10	1,795.30	2,071.50	2,485.80
Eardisland Parish Council	864.09	1,008.10	1,152.12	1,296.13	1,584.16	1,872.18	2,160.22	2,592.26
Eardisley Group Parish Council	830.20	968.56	1,106.94	1,245.30	1,522.04	1,798.76	2,075.50	2,490.60
Eastnor & Donnington Parish Council	835.57	974.82	1,114.09	1,253.35	1,531.88	1,810.39	2,088.92	2,506.70
Eaton Bishop Parish Council	836.05	975.38	1,114.73	1,254.07	1,532.76	1,811.43	2,090.12	2,508.14
Ewyas Harold Group Parish Council	842.88	983.36	1,123.84	1,264.32	1,545.28	1,826.24	2,107.20	2,528.64
Fownhope Parish Council	849.46	991.03	1,132.62	1,274.19	1,557.35	1,840.49	2,123.65	2,548.38
Foxley Group Parish Council	825.56	963.15	1,100.75	1,238.34	1,513.53	1,788.71	2,063.90	2,476.68
Garway Parish Council	859.43	1,002.66	1,145.91	1,289.14	1,575.62	1,862.09	2,148.57	2,578.28
Goodrich & Welsh Bicknor Group Parish Council	832.84	971.64	1,110.46	1,249.26	1,526.88	1,804.48	2,082.10	2,498.52
Hampton Bishop Parish Council	851.75	993.70	1,135.67	1,277.62	1,561.54	1,845.45	2,129.37	2,555.24
Hampton Charles Parish Meeting	818.66	955.10	1,091.55	1,227.99	1,500.88	1,773.76	2,046.65	2,455.98
Hatfield and District Group Parish Council	826.17	963.87	1,101.57	1,239.26	1,514.65	1,790.04	2,065.43	2,478.52
Hereford City Council	846.25	987.29	1,128.34	1,269.38	1,551.47	1,833.55	2,115.63	2,538.76
Holme Lacy Parish Council	870.69	1,015.81	1,160.93	1,306.04	1,596.27	1,886.50	2,176.73	2,612.08
Holmer & Shelwick Parish Council	825.95	963.61	1,101.27	1,238.93	1,514.25	1,789.56	2,064.88	2,477.86
Hope Mansell Parish Council	825.86	963.50	1,101.15	1,238.79	1,514.08	1,789.36	2,064.65	2,477.58
Hope under Dinmore Group Parish Council	833.13	971.98	1,110.84	1,249.69	1,527.40	1,805.10	2,082.82	2,499.38
How Caple, Sollershope & Yatton Group Parish Council	839.73	979.68	1,119.64	1,259.59	1,539.50	1,819.40	2,099.32	2,519.18
Humber, Stoke Prior & Ford Group Parish Council	827.50	965.41	1,103.34	1,241.25	1,517.09	1,792.91	2,068.75	2,482.50
Huntington Parish Council	827.79	965.75	1,103.72	1,241.68	1,517.61	1,793.53	2,069.47	2,483.36
Kentchurch Parish Council	858.13	1,001.14	1,144.17	1,287.19	1,573.24	1,859.27	2,145.32	2,574.38
Kilpeck Group Parish Council	854.11	996.46	1,138.82	1,281.17	1,565.88	1,850.58	2,135.28	2,562.34
Kimbolton Parish Council	836.28	975.66	1,115.04	1,254.42	1,533.18	1,811.94	2,090.70	2,508.84
Kings Caple Parish Council	849.25	990.79	1,132.34	1,273.88	1,556.97	1,840.05	2,123.13	2,547.76
Kingsland Parish Council	832.93	971.74	1,110.57	1,249.39	1,527.04	1,804.67	2,082.32	2,498.78
Kingstone & Thruxton Group Parish Council	831.05	969.56	1,108.07	1,246.58	1,523.60	1,800.61	2,077.63	2,493.16
Kington Rural and Lower Harpton Group Parish Council	830.05	968.38	1,106.73	1,245.07	1,521.76	1,798.43	2,075.12	2,490.14
Kington Town Council	861.40	1,004.96	1,148.54	1,292.10	1,579.24	1,866.36	2,153.50	2,584.20
Kinnersley and District Group Parish Council	827.41	965.31	1,103.22	1,241.12	1,516.93	1,792.73	2,068.53	2,482.24
Lea Parish Council	843.65	984.26	1,124.87	1,265.48	1,546.70	1,827.91	2,109.13	2,530.96
Ledbury Town Council	867.73	1,012.35	1,156.98	1,301.60	1,590.85	1,880.09	2,169.33	2,603.20
Leintwardine Group Parish Council	840.03	980.03	1,120.04	1,260.04	1,540.05	1,820.05	2,100.07	2,520.08
Leominster Town Council	858.55	1,001.64	1,144.74	1,287.83	1,574.02	1,860.20	2,146.38	2,575.66

Council Tax for each valuation band, by Parish, without the Police & Fire precepts								
PARISH	VALUATION BANDS							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Linton Parish Council	827.25	965.13	1,103.01	1,240.88	1,516.63	1,792.38	2,068.13	2,481.76
Little Birch Parish Council	837.43	976.99	1,116.57	1,256.14	1,535.29	1,814.42	2,093.57	2,512.28
Little Dewchurch Parish Council	846.54	987.63	1,128.72	1,269.81	1,551.99	1,834.17	2,116.35	2,539.62
Llangarron Parish Council	825.70	963.31	1,100.94	1,238.55	1,513.79	1,789.01	2,064.25	2,477.10
Llanwarne & District Group Parish Council	823.63	960.90	1,098.18	1,235.45	1,510.00	1,784.54	2,059.08	2,470.90
Longtown Group Parish Council	827.47	965.37	1,103.29	1,241.20	1,517.03	1,792.84	2,068.67	2,482.40
Lower Bullingham Parish Council	839.11	978.96	1,118.82	1,258.67	1,538.38	1,818.08	2,097.78	2,517.34
Luston Group Parish Council	836.55	975.98	1,115.41	1,254.83	1,533.68	1,812.53	2,091.38	2,509.66
Lyonshall Parish Council	842.57	983.00	1,123.43	1,263.86	1,544.72	1,825.57	2,106.43	2,527.72
Madley Parish Council	832.53	971.28	1,110.04	1,248.79	1,526.30	1,803.80	2,081.32	2,497.58
Marden Parish Council	840.11	980.12	1,120.15	1,260.16	1,540.20	1,820.23	2,100.27	2,520.32
Marstow Parish Council	840.27	980.31	1,120.36	1,260.40	1,540.49	1,820.57	2,100.67	2,520.80
Mathon Parish Council (inc Malvern Hills Conservators)	865.11	1,009.29	1,153.48	1,297.66	1,586.03	1,874.40	2,162.77	2,595.32
Middleton-on-the-Hill and Leysters Group Parish Council	832.17	970.86	1,109.56	1,248.25	1,525.64	1,803.02	2,080.42	2,496.50
Monkland and Stretford Parish Council	846.41	987.48	1,128.55	1,269.62	1,551.76	1,833.89	2,116.03	2,539.24
Moreton on Lugg Parish Council	850.23	991.94	1,133.65	1,275.35	1,558.76	1,842.17	2,125.58	2,550.70
Much Birch Parish Council	828.73	966.84	1,104.97	1,243.09	1,519.34	1,795.57	2,071.82	2,486.18
Much Cowarne Group Parish Council	830.09	968.43	1,106.79	1,245.13	1,521.83	1,798.52	2,075.22	2,490.26
Much Dewchurch Parish Council	827.44	965.34	1,103.26	1,241.16	1,516.98	1,792.78	2,068.60	2,482.32
Much Marcle Parish Council	829.52	967.77	1,106.03	1,244.28	1,520.79	1,797.29	2,073.80	2,488.56
North Bromyard Group Parish Council	826.99	964.82	1,102.66	1,240.49	1,516.16	1,791.82	2,067.48	2,480.98
Ocle Pychard Parish Council	825.79	963.42	1,101.06	1,238.69	1,513.96	1,789.22	2,064.48	2,477.38
Orcop Parish Council	846.05	987.05	1,128.07	1,269.07	1,551.09	1,833.10	2,115.12	2,538.14
Orleton Parish Council	847.25	988.46	1,129.67	1,270.88	1,553.30	1,835.71	2,118.13	2,541.76
Pembridge Parish Council	844.08	984.76	1,125.44	1,266.12	1,547.48	1,828.84	2,110.20	2,532.24
Pencombe Group Parish Council	847.73	989.01	1,130.31	1,271.59	1,554.17	1,836.74	2,119.32	2,543.18
Peterchurch Parish Council	840.24	980.28	1,120.32	1,260.36	1,540.44	1,820.52	2,100.60	2,520.72
Peterstow Parish Council	830.99	969.48	1,107.99	1,246.48	1,523.48	1,800.47	2,077.47	2,492.96
Pipe and Lyde Parish Council	829.34	967.56	1,105.79	1,244.01	1,520.46	1,796.90	2,073.35	2,488.02
Pixley & District Parish Council	834.61	973.71	1,112.82	1,251.92	1,530.13	1,808.33	2,086.53	2,503.84
Putley Parish Council	850.05	991.72	1,133.40	1,275.07	1,558.42	1,841.76	2,125.12	2,550.14
Pyons Group Parish Council	830.35	968.73	1,107.13	1,245.52	1,522.31	1,799.08	2,075.87	2,491.04
Richard's Castle (Herefordshire) Parish Council	835.39	974.62	1,113.86	1,253.09	1,531.56	1,810.02	2,088.48	2,506.18
Ross-on-Wye Town Council	855.19	997.71	1,140.25	1,282.78	1,567.85	1,852.90	2,137.97	2,565.56
Ross Rural Parish Council	823.19	960.39	1,097.59	1,234.79	1,509.19	1,783.58	2,057.98	2,469.58
Sellack Parish Council	829.56	967.82	1,106.08	1,244.34	1,520.86	1,797.38	2,073.90	2,488.68
Shobdon Parish Council	846.13	987.15	1,128.18	1,269.20	1,551.25	1,833.29	2,115.33	2,538.40
St. Weonards Parish Council	834.59	973.68	1,112.79	1,251.88	1,530.08	1,808.27	2,086.47	2,503.76
Stapleton Group Parish Council	841.58	981.84	1,122.11	1,262.37	1,542.90	1,823.42	2,103.95	2,524.74
Staunton-on-Wye and District Group Parish Council	827.37	965.27	1,103.17	1,241.06	1,516.85	1,792.64	2,068.43	2,482.12
Stoke Edith Parish Meeting	818.66	955.10	1,091.55	1,227.99	1,500.88	1,773.76	2,046.65	2,455.98
Stoke Lacy Parish Council	839.63	979.56	1,119.51	1,259.44	1,539.32	1,819.19	2,099.07	2,518.88
Stretton Grandison Group Parish Council	823.87	961.18	1,098.50	1,235.81	1,510.44	1,785.06	2,059.68	2,471.62
Stretton Sugwas Parish Council	836.69	976.14	1,115.59	1,255.04	1,533.94	1,812.83	2,091.73	2,510.08
Sutton Parish Council	850.57	992.32	1,134.09	1,275.85	1,559.38	1,842.89	2,126.42	2,551.70
Tarrington Parish Council	847.17	988.37	1,129.57	1,270.76	1,553.15	1,835.54	2,117.93	2,541.52
Thornbury Group Parish Council	830.71	969.16	1,107.62	1,246.07	1,522.98	1,799.88	2,076.78	2,492.14
Titley and District Group Parish Council	831.42	969.99	1,108.56	1,247.13	1,524.27	1,801.41	2,078.55	2,494.26
Upton Bishop Parish Council	841.01	981.18	1,121.35	1,261.52	1,541.86	1,822.19	2,102.53	2,523.04
Vowchurch & District Group Parish Council	831.33	969.88	1,108.44	1,246.99	1,524.10	1,801.20	2,078.32	2,493.98
Walford Parish Council	834.73	973.84	1,112.97	1,252.09	1,530.34	1,808.57	2,086.82	2,504.18
Wellington Parish Council	852.53	994.62	1,136.71	1,278.80	1,562.98	1,847.15	2,131.33	2,557.60
Wellington Heath Parish Council	840.13	980.15	1,120.18	1,260.20	1,540.25	1,820.29	2,100.33	2,520.40
Welsh Newton & Llanrothal Group Parish Council	849.25	990.79	1,132.34	1,273.88	1,556.97	1,840.05	2,123.13	2,547.76
Weobley Parish Council	832.97	971.80	1,110.63	1,249.46	1,527.12	1,804.77	2,082.43	2,498.92
Weston Beggard Parish Council	826.31	964.02	1,101.75	1,239.46	1,514.90	1,790.33	2,065.77	2,478.92
Weston-under-Penyard Parish Council	828.26	966.30	1,104.35	1,242.39	1,518.48	1,794.56	2,070.65	2,484.78
Whitbourne Parish Council	836.50	975.91	1,115.34	1,254.75	1,533.59	1,812.41	2,091.25	2,509.50
Whitchurch & Ganarew Group Parish Council	838.91	978.73	1,118.55	1,258.37	1,538.01	1,817.64	2,097.28	2,516.74
Wigmore Group Parish Council	845.61	986.55	1,127.49	1,268.42	1,550.29	1,832.16	2,114.03	2,536.84
Withington Group Parish Council	834.31	973.36	1,112.42	1,251.47	1,529.58	1,807.68	2,085.78	2,502.94
Woolhope Parish Council	834.53	973.61	1,112.71	1,251.79	1,529.97	1,808.14	2,086.32	2,503.58
Wyeside Group Parish Council	832.81	971.60	1,110.41	1,249.21	1,526.82	1,804.41	2,082.02	2,498.42
Yarkhill Parish Council	837.95	977.61	1,117.27	1,256.93	1,536.25	1,815.56	2,094.88	2,513.86
Yarpole Group Parish Council	839.15	979.01	1,118.87	1,258.73	1,538.45	1,818.16	2,097.88	2,517.46
	The proportion is calculated by the Council in accordance with legislation as the amounts to be taken into account for the year in respect of dwelling in different valuation bands.							

Police Authority precept requirement for each valuation band

	VALUATION BANDS							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
West Mercia Police Authority	119.15	139.00	158.86	178.72	218.44	258.15	297.87	357.44

West Mercia Police Authority set a Budget for 2013/14 of £202,943,000 resulting in a Council Tax Requirement of £70,558,795, including a precept from Herefordshire Council of £11,484,579. The Band D Council Tax Charge for West Mercia Police Authority amounts to £178.72 (the same as for the three previous years).

For the year 2013/14 West Mercia Police Authority have stated the above amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown above.

Fire Authority precept requirement for each valuation band

	VALUATION BANDS							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Hereford & Worcester Fire and Rescue Authority	49.10	57.27	65.46	73.64	90.00	106.38	122.73	147.28

On 13th February 2013 Hereford & Worcester Fire and Rescue Authority set a Budget for 2013/14 of £32,549,000 resulting in a Council Tax Requirement of £18,579,427, including a precept from Herefordshire Council of £4,732,051. The Band D Council Tax Charge for Hereford & Worcester Fire and Rescue Authority amounts to £73.64 (the same as for the three previous years).

For the year 2013/14 Hereford & Worcester Fire and Rescue Authority have stated the above amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown above.

Council Tax for each valuation band, by Parish, including the Police & Fire precepts								
PARISH	VALUATION BANDS							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Abbeydore & Bacton Group Parish Council	1,017.58	1,187.16	1,356.77	1,526.36	1,865.55	2,204.75	2,543.93	3,052.72
Aconbury Parish Meeting	989.16	1,153.99	1,318.87	1,483.72	1,813.44	2,143.16	2,472.87	2,967.44
Acton Beauchamp Group Parish Council	997.58	1,163.82	1,330.10	1,496.36	1,828.89	2,161.42	2,493.93	2,992.72
Allensmore Parish Council	992.30	1,157.66	1,323.06	1,488.44	1,819.21	2,149.98	2,480.73	2,976.88
Almeley Parish Council	1,006.40	1,174.11	1,341.86	1,509.59	1,845.06	2,180.53	2,515.98	3,019.18
Ashperton Parish Council	1,004.79	1,172.23	1,339.71	1,507.17	1,842.10	2,177.03	2,511.95	3,014.34
Aston Ingham Parish Council	994.95	1,160.75	1,326.59	1,492.41	1,824.06	2,155.71	2,487.35	2,984.82
Avenbury Parish Council	1,008.47	1,176.52	1,344.62	1,512.69	1,848.85	2,185.00	2,521.15	3,025.38
Aymestrey Parish Council	998.95	1,165.42	1,331.92	1,498.41	1,831.39	2,164.38	2,497.35	2,996.82
Ballingham, Bolstone & Hentland Group	996.22	1,162.23	1,328.28	1,494.31	1,826.38	2,158.45	2,490.52	2,988.62
Bartestree & Lugwardine Group Parish Council	1,005.68	1,173.26	1,340.89	1,508.50	1,843.73	2,178.95	2,514.17	3,017.00
Belmont Rural Parish Council	1,010.49	1,178.88	1,347.31	1,515.72	1,852.55	2,189.38	2,526.20	3,031.44
Birley with Upper Hill Parish Council	997.00	1,163.15	1,329.33	1,495.49	1,827.82	2,160.16	2,492.48	2,990.98
Bishop's Frome Parish Council	1,031.74	1,203.67	1,375.64	1,547.59	1,891.50	2,235.41	2,579.32	3,095.18
Bishopstone Group Parish Council	1,000.72	1,167.49	1,334.29	1,501.07	1,834.64	2,168.22	2,501.78	3,002.14
Bodenham Parish Council	1,001.23	1,168.08	1,334.96	1,501.83	1,835.57	2,169.32	2,503.05	3,003.66
Border Group Parish Council	1,003.01	1,170.15	1,337.34	1,504.50	1,838.84	2,173.17	2,507.50	3,009.00
Bosbury and Coddington Parish Council	1,004.72	1,172.14	1,339.61	1,507.06	1,841.97	2,176.87	2,511.77	3,014.12
Brampton Abbots & Foy Group Parish Council	992.81	1,158.25	1,323.74	1,489.20	1,820.14	2,151.07	2,482.00	2,978.40
Bredenbury & District Group Parish Council	1,009.28	1,177.46	1,345.69	1,513.90	1,850.33	2,186.75	2,523.17	3,027.80
Breinton Parish Council	1,000.45	1,167.17	1,333.92	1,500.66	1,834.14	2,167.63	2,501.10	3,001.32
Bridstow Parish Council	995.48	1,161.37	1,327.30	1,493.21	1,825.04	2,156.87	2,488.68	2,986.42
Brilley Parish Council	1,012.85	1,181.63	1,350.46	1,519.26	1,856.88	2,194.49	2,532.10	3,038.52
Brimfield and Little Hereford Group Parish Council	999.30	1,165.83	1,332.39	1,498.94	1,832.04	2,165.14	2,498.23	2,997.88
Brockhampton with Much Fawley Parish Council	1,013.16	1,181.99	1,350.87	1,519.72	1,857.44	2,195.16	2,532.87	3,039.44
Brockhampton Group Parish Council	1,002.46	1,169.52	1,336.61	1,503.68	1,837.83	2,171.99	2,506.13	3,007.36
Bromyard & Winslow Town Council	1,061.04	1,237.86	1,414.71	1,591.55	1,945.23	2,298.91	2,652.58	3,183.10
Burghill Parish Council	1,000.35	1,167.05	1,333.79	1,500.51	1,833.96	2,167.41	2,500.85	3,001.02
Callow & Haywood Group Parish Council	1,004.32	1,171.68	1,339.08	1,506.46	1,841.23	2,176.00	2,510.77	3,012.92
Cleghonger Parish Council	1,002.48	1,169.54	1,336.63	1,503.71	1,837.87	2,172.03	2,506.18	3,007.42
Clifford Parish Council	997.27	1,163.46	1,329.68	1,495.89	1,828.31	2,160.74	2,493.15	2,991.78
Colwall Parish Council	1,038.84	1,211.95	1,385.11	1,558.24	1,904.52	2,250.80	2,597.07	3,116.48
Cradley Parish Council	1,007.98	1,175.96	1,343.97	1,511.96	1,847.95	2,183.95	2,519.93	3,023.92
Credenhill Parish Council	1,003.55	1,170.78	1,338.06	1,505.31	1,839.83	2,174.34	2,508.85	3,010.62
Cusop Parish Council	1,014.54	1,183.61	1,352.71	1,521.80	1,859.98	2,198.16	2,536.33	3,043.60
Dilwyn Parish Council	1,012.33	1,181.03	1,349.76	1,518.48	1,855.92	2,193.37	2,530.80	3,036.96
Dinedor Parish Council	1,016.57	1,185.97	1,355.42	1,524.84	1,863.70	2,202.55	2,541.40	3,049.68
Dinmore Parish Meeting	986.91	1,151.37	1,315.87	1,480.35	1,809.32	2,138.29	2,467.25	2,960.70
Dormington & Mordiford Group Parish Council	1,014.43	1,183.48	1,352.56	1,521.63	1,859.77	2,197.92	2,536.05	3,043.26
Dorstone Parish Council	996.85	1,162.97	1,329.12	1,495.26	1,827.54	2,159.83	2,492.10	2,990.52
Eardisland Parish Council	1,032.34	1,204.37	1,376.44	1,548.49	1,892.60	2,236.71	2,580.82	3,096.98
Eardisley Group Parish Council	998.45	1,164.83	1,331.26	1,497.66	1,830.48	2,163.29	2,496.10	2,995.32
Eastnor & Donnington Parish Council	1,003.82	1,171.09	1,338.41	1,505.71	1,840.32	2,174.92	2,509.52	3,011.42
Eaton Bishop Parish Council	1,004.30	1,171.65	1,339.05	1,506.43	1,841.20	2,175.96	2,510.72	3,012.86
Ewyas Harold Group Parish Council	1,011.13	1,179.63	1,348.16	1,516.68	1,853.72	2,190.77	2,527.80	3,033.36
Fownhope Parish Council	1,017.71	1,187.30	1,356.94	1,526.55	1,865.79	2,205.02	2,544.25	3,053.10
Foxley Group Parish Council	993.81	1,159.42	1,325.07	1,490.70	1,821.97	2,153.24	2,484.50	2,981.40
Garway Parish Council	1,027.68	1,198.93	1,370.23	1,541.50	1,884.06	2,226.62	2,569.17	3,083.00
Goodrich & Welsh Bicknor Group Parish Council	1,001.09	1,167.91	1,334.78	1,501.62	1,835.32	2,169.01	2,502.70	3,003.24
Hampton Bishop Parish Council	1,020.00	1,189.97	1,359.99	1,529.98	1,869.98	2,209.98	2,549.97	3,059.96
Hampton Charles Parish Meeting	986.91	1,151.37	1,315.87	1,480.35	1,809.32	2,138.29	2,467.25	2,960.70
Hatfield and District Group Parish Council	994.42	1,160.14	1,325.89	1,491.62	1,823.09	2,154.57	2,486.03	2,983.24
Hereford City Council	1,014.50	1,183.56	1,352.66	1,521.74	1,859.91	2,198.08	2,536.23	3,043.48
Holme Lacy Parish Council	1,038.94	1,212.08	1,385.25	1,558.40	1,904.71	2,251.03	2,597.33	3,116.80
Holmer & Shelwick Parish Council	994.20	1,159.88	1,325.59	1,491.29	1,822.69	2,154.09	2,485.48	2,982.58
Hope Mansell Parish Council	994.11	1,159.77	1,325.47	1,491.15	1,822.52	2,153.89	2,485.25	2,982.30
Hope under Dinmore Group Parish Council	1,001.38	1,168.25	1,335.16	1,502.05	1,835.84	2,169.63	2,503.42	3,004.10
How Caple, Sollershope & Yatton Group Parish Council	1,007.98	1,175.95	1,343.96	1,511.95	1,847.94	2,183.93	2,519.92	3,023.90
Humber, Stoke Prior & Ford Group Parish Council	995.75	1,161.68	1,327.66	1,493.61	1,825.53	2,157.44	2,489.35	2,987.22
Huntington Parish Council	996.04	1,162.02	1,328.04	1,494.04	1,826.05	2,158.06	2,490.07	2,988.08
Kentchurch Parish Council	1,026.38	1,197.41	1,368.49	1,539.55	1,881.68	2,223.80	2,565.92	3,079.10

Council Tax for each valuation band, by Parish, including the Police & Fire precepts								
PARISH	VALUATION BANDS							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Kilpeck Group Parish Council	1,022.36	1,192.73	1,363.14	1,533.53	1,874.32	2,215.11	2,555.88	3,067.06
Kimbolton Parish Council	1,004.53	1,171.93	1,339.36	1,506.78	1,841.62	2,176.47	2,511.30	3,013.56
Kings Caple Parish Council	1,017.50	1,187.06	1,356.66	1,526.24	1,865.41	2,204.58	2,543.73	3,052.48
Kingsland Parish Council	1,001.18	1,168.01	1,334.89	1,501.75	1,835.48	2,169.20	2,502.92	3,003.50
Kingstone & Thruxton Group Parish Council	999.30	1,165.83	1,332.39	1,498.94	1,832.04	2,165.14	2,498.23	2,997.88
Kington Rural and Lower Harpton Group Parish Council	998.30	1,164.65	1,331.05	1,497.43	1,830.20	2,162.96	2,495.72	2,994.86
Kington Town Council	1,029.65	1,201.23	1,372.86	1,544.46	1,887.68	2,230.89	2,574.10	3,088.92
Kinnersley and District Group Parish Council	995.66	1,161.58	1,327.54	1,493.48	1,825.37	2,157.26	2,489.13	2,986.96
Lea Parish Council	1,011.90	1,180.53	1,349.19	1,517.84	1,855.14	2,192.44	2,529.73	3,035.68
Ledbury Town Council	1,035.98	1,208.62	1,381.30	1,553.96	1,899.29	2,244.62	2,589.93	3,107.92
Leintwardine Group Parish Council	1,008.28	1,176.30	1,344.36	1,512.40	1,848.49	2,184.58	2,520.67	3,024.80
Leominster Town Council	1,026.80	1,197.91	1,369.06	1,540.19	1,882.46	2,224.73	2,566.98	3,080.38
Linton Parish Council	995.50	1,161.40	1,327.33	1,493.24	1,825.07	2,156.91	2,488.73	2,986.48
Little Birch Parish Council	1,005.68	1,173.26	1,340.89	1,508.50	1,843.73	2,178.95	2,514.17	3,017.00
Little Dewchurch Parish Council	1,014.79	1,183.90	1,353.04	1,522.17	1,860.43	2,198.70	2,536.95	3,044.34
Llangarron Parish Council	993.95	1,159.58	1,325.26	1,490.91	1,822.23	2,153.54	2,484.85	2,981.82
Llanwarne & District Group Parish Council	991.88	1,157.17	1,322.50	1,487.81	1,818.44	2,149.07	2,479.68	2,975.62
Longtown Group Parish Council	995.72	1,161.64	1,327.61	1,493.56	1,825.47	2,157.37	2,489.27	2,987.12
Lower Bullingham Parish Council	1,007.36	1,175.23	1,343.14	1,511.03	1,846.82	2,182.61	2,518.38	3,022.06
Luston Group Parish Council	1,004.80	1,172.25	1,339.73	1,507.19	1,842.12	2,177.06	2,511.98	3,014.38
Lyonshall Parish Council	1,010.82	1,179.27	1,347.75	1,516.22	1,853.16	2,190.10	2,527.03	3,032.44
Madley Parish Council	1,000.78	1,167.55	1,334.36	1,501.15	1,834.74	2,168.33	2,501.92	3,002.30
Marden Parish Council	1,008.36	1,176.39	1,344.47	1,512.52	1,848.64	2,184.76	2,520.87	3,025.04
Marstow Parish Council	1,008.52	1,176.58	1,344.68	1,512.76	1,848.93	2,185.10	2,521.27	3,025.52
Mathon Parish Council	1,033.36	1,205.56	1,377.80	1,550.02	1,894.47	2,238.93	2,583.37	3,100.04
Middleton-on-the-Hill and Leysters Group Parish Council	1,000.42	1,167.13	1,333.88	1,500.61	1,834.08	2,167.55	2,501.02	3,001.22
Monkland and Stretford Parish Council	1,014.66	1,183.75	1,352.87	1,521.98	1,860.20	2,198.42	2,536.63	3,043.96
Moreton on Lugg Parish Council	1,018.48	1,188.21	1,357.97	1,527.71	1,867.20	2,206.70	2,546.18	3,055.42
Much Birch Parish Council	996.98	1,163.11	1,329.29	1,495.45	1,827.78	2,160.10	2,492.42	2,990.90
Much Cowarne Group Parish Council	998.34	1,164.70	1,331.11	1,497.49	1,830.27	2,163.05	2,495.82	2,994.98
Much Dewchurch Parish Council	995.69	1,161.61	1,327.58	1,493.52	1,825.42	2,157.31	2,489.20	2,987.04
Much Marcle Parish Council	997.77	1,164.04	1,330.35	1,496.64	1,829.23	2,161.82	2,494.40	2,993.28
North Bromyard Group Parish Council	995.24	1,161.09	1,326.98	1,492.85	1,824.60	2,156.35	2,488.08	2,985.70
Ocle Pychard Parish Council	994.04	1,159.69	1,325.38	1,491.05	1,822.40	2,153.75	2,485.08	2,982.10
Orcop Parish Council	1,014.30	1,183.32	1,352.39	1,521.43	1,859.53	2,197.63	2,535.72	3,042.86
Orleton Parish Council	1,015.50	1,184.73	1,353.99	1,523.24	1,861.74	2,200.24	2,538.73	3,046.48
Pembridge Parish Council	1,012.33	1,181.03	1,349.76	1,518.48	1,855.92	2,193.37	2,530.80	3,036.96
Pencombe Group Parish Council	1,015.98	1,185.28	1,354.63	1,523.95	1,862.61	2,201.27	2,539.92	3,047.90
Peterchurch Parish Council	1,008.49	1,176.55	1,344.64	1,512.72	1,848.88	2,185.05	2,521.20	3,025.44
Peterstow Parish Council	999.24	1,165.75	1,332.31	1,498.84	1,831.92	2,165.00	2,498.07	2,997.68
Pipe and Lyde Parish Council	997.59	1,163.83	1,330.11	1,496.37	1,828.90	2,161.43	2,493.95	2,992.74
Pixley & District Parish Council	1,002.86	1,169.98	1,337.14	1,504.28	1,838.57	2,172.86	2,507.13	3,008.56
Putley Parish Council	1,018.30	1,187.99	1,357.72	1,527.43	1,866.86	2,206.29	2,545.72	3,054.86
Pyons Group Parish Council	998.60	1,165.00	1,331.45	1,497.88	1,830.75	2,163.61	2,496.47	2,995.76
Richard's Castle (Herefordshire) Parish Council	1,003.64	1,170.89	1,338.18	1,505.45	1,840.00	2,174.55	2,509.08	3,010.90
Ross-on-Wye Town Council	1,023.44	1,193.98	1,364.57	1,535.14	1,876.29	2,217.43	2,558.57	3,070.28
Ross Rural Parish Council	991.44	1,156.66	1,321.91	1,487.15	1,817.63	2,148.11	2,478.58	2,974.30
Sellack Parish Council	997.81	1,164.09	1,330.40	1,496.70	1,829.30	2,161.91	2,494.50	2,993.40
Shobdon Parish Council	1,014.38	1,183.42	1,352.50	1,521.56	1,859.69	2,197.82	2,535.93	3,043.12
St. Weonards Parish Council	1,002.84	1,169.95	1,337.11	1,504.24	1,838.52	2,172.80	2,507.07	3,008.48
Stapleton Group Parish Council	1,009.83	1,178.11	1,346.43	1,514.73	1,851.34	2,187.95	2,524.55	3,029.46
Staunton-on-Wye and District Group Parish Council	995.62	1,161.54	1,327.49	1,493.42	1,825.29	2,157.17	2,489.03	2,986.84
Stoke Edith Parish Meeting (Chairman)	986.91	1,151.37	1,315.87	1,480.35	1,809.32	2,138.29	2,467.25	2,960.70
Stoke Lacy Parish Council	1,007.88	1,175.83	1,343.83	1,511.80	1,847.76	2,183.72	2,519.67	3,023.60
Stretton Grandison Group Parish Council	992.12	1,157.45	1,322.82	1,488.17	1,818.88	2,149.59	2,480.28	2,976.34
Stretton Sugwas Parish Council	1,004.94	1,172.41	1,339.91	1,507.40	1,842.38	2,177.36	2,512.33	3,014.80
Sutton Parish Council	1,018.82	1,188.59	1,358.41	1,528.21	1,867.82	2,207.42	2,547.02	3,056.42
Tarrington Parish Council	1,015.42	1,184.64	1,353.89	1,523.12	1,861.59	2,200.07	2,538.53	3,046.24
Thornbury Group Parish Council	998.96	1,165.43	1,331.94	1,498.43	1,831.42	2,164.41	2,497.38	2,996.86
Titley and District Group Parish Council	999.67	1,166.26	1,332.88	1,499.49	1,832.71	2,165.94	2,499.15	2,998.98
Upton Bishop Parish Council	1,009.26	1,177.45	1,345.67	1,513.88	1,850.30	2,186.72	2,523.13	3,027.76

Council Tax for each valuation band, by Parish, including the Police & Fire precepts								
PARISH	VALUATION BANDS							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Vowchurch & District Group Parish Council	999.58	1,166.15	1,332.76	1,499.35	1,832.54	2,165.73	2,498.92	2,998.70
Walford Parish Council	1,002.98	1,170.11	1,337.29	1,504.45	1,838.78	2,173.10	2,507.42	3,008.90
Wellington Parish Council	1,020.78	1,190.89	1,361.03	1,531.16	1,871.42	2,211.68	2,551.93	3,062.32
Wellington Heath Parish Council	1,008.38	1,176.42	1,344.50	1,512.56	1,848.69	2,184.82	2,520.93	3,025.12
Welsh Newton & Llanrothal Group Parish Council	1,017.50	1,187.06	1,356.66	1,526.24	1,865.41	2,204.58	2,543.73	3,052.48
Weobley Parish Council	1,001.22	1,168.07	1,334.95	1,501.82	1,835.56	2,169.30	2,503.03	3,003.64
Weston Beggard Parish Council	994.56	1,160.29	1,326.07	1,491.82	1,823.34	2,154.86	2,486.37	2,983.64
Weston-under-Penyard Parish Council	996.51	1,162.57	1,328.67	1,494.75	1,826.92	2,159.09	2,491.25	2,989.50
Whitbourne Parish Council	1,004.75	1,172.18	1,339.66	1,507.11	1,842.03	2,176.94	2,511.85	3,014.22
Whitchurch & Ganarew Group Parish Council	1,007.16	1,175.00	1,342.87	1,510.73	1,846.45	2,182.17	2,517.88	3,021.46
Wigmore Group Parish Council	1,013.86	1,182.82	1,351.81	1,520.78	1,858.73	2,196.69	2,534.63	3,041.56
Withington Group Parish Council	1,002.56	1,169.63	1,336.74	1,503.83	1,838.02	2,172.21	2,506.38	3,007.66
Woolhope Parish Council	1,002.78	1,169.88	1,337.03	1,504.15	1,838.41	2,172.67	2,506.92	3,008.30
Wyeside Group Parish Council	1,001.06	1,167.87	1,334.73	1,501.57	1,835.26	2,168.94	2,502.62	3,003.14
Yarkhill Parish Council	1,006.20	1,173.88	1,341.59	1,509.29	1,844.69	2,180.09	2,515.48	3,018.58
Yarpole Group Parish Council	1,007.40	1,175.28	1,343.19	1,511.09	1,846.89	2,182.69	2,518.48	3,022.18
That having calculated the aggregate in each case of the amounts at Annex 1(ii), Annex 1(iii) and Annex 1(iv), the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts of council tax for the year 2013/2014 for each of the categories of dwellings shown above.								

MEETING	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	LOCAL TRANSPORT PLAN
REPORT BY:	HEAD OF TRANSPORT & ACCESS SERVICES

1 Classification

Open

2. Key Decision

This is not an executive decision

3. Wards Affected

County-wide

4. Purpose

To approve the Local Transport Plan (LTP) for 2013/14 to 2014/15.

5. Recommendation(s)

THAT:

- (a) **The Local Transport Plan (LTP) for 2013/14 to 2014/15 is approved.**

6. Key Points Summary

The Herefordshire LTP:

- The Local Transport Plan (LTP) sets out transport strategy and delivery for the period 2013/14 to 2014/15. It also includes refreshed transport policies set out in a separate policy document.
- The plan has been developed in the light of extensive consultation and engagement with a wide range of stakeholders.
- A key element of the feedback was widespread desire for a more simplified plan (than that which was consulted on in autumn 2012) and for greater clarity on actions and delivery.
- In light of this feedback, the LTP has been simplified and focuses on schemes and

Further information on the subject of this report is available from Steve Burgess, Head of Transport & Access
on Tel: (01432) 260968

Note: Do not add page numbering

activities to address congestion in Hereford and maintain access for people in rural areas.

- Whilst the LTP is focused on 2013/14 to 2014/15 it identifies the need to review the longer term strategy and the ongoing linkage with the LDF Core Strategy and emerging strategies for the wider Marches area.

7. Alternative Options

- 7.1 Having determined to extend the LTP2 (2006 to 2011) an alternative option would be to extend this plan once more but given changes in funding and strategy Cabinet determined (July 2012) to update the Plan in advance of the LDF being adopted.

8. Reasons for Recommendations

- 8.1 To ensure that the Council has an up to date transport strategy.

9. Introduction and Background

- 9.1 The LTP is part of the Council's budget and policy framework. It sets out the Council's transport strategy and proposals for improving the transport network including a programme for delivery.
- 9.2 Work on revising the LTP commenced in 2010 and included a formal round of consultation in autumn 2010. Having linked the LTP with the LDF, Council determined to extend the LTP2 beyond its original end point of March 2011. Taking into account delays with the Core Strategy at its meeting of 12 July 2012 Cabinet:
- Agreed that a Local Transport Plan (LTP) covering the period to 2014/15 be developed and adopted in advance of the adoption of the LDF Core Strategy;
 - Noted the key on-going linkages between the LTP and LDF and proposals to prepare and adopt an LTP to cover the period to 2031 in association with the revised timetable for the Core Strategy; and
- 9.3 Cabinet considered the LTP 21st February 2013, and took into account the views of the General Overview and Scrutiny Committee and other consultees, and recommended the plan to Council.

10. Key Considerations

Consultation

- 10.1 The LTP has been revised following public consultation undertaken between September and November 2012. Consultation feedback has been positive and supported the strong emphasis on walking, cycling and public transport. There was widespread support for our proposals regarding the Core Bus Network, expanded 20mph programme and changes in the Council's approach to highway maintenance. The Strategy was also considered by the General Overview and Scrutiny Committee on 11 February 2013, which made recommendations in respect of highlighting the importance of pedestrian access and the increasing emphasis on 20mph zones. The Strategy and Policy documents have been amended to incorporate these recommendations.

- 10.2 One of the recurrent issues raised through the consultation feedback and direct stakeholder engagement is the desire for much greater simplicity and clarity about what the LTP will actually deliver. We have taken on board that feedback and have simplified the language in the LTP and also significantly simplified its structure.

A Simplified Strategy

- 10.3 The LTP has two main objectives:

- **Reducing congestion in Hereford City and increasing accessibility by less polluting and healthier forms of transport than the private car.** The aim is to:
 - reduce short car based trips transferring as many as possible to less polluting and healthier modes such as walking and cycling,
 - reduce the impact of car access in the historic core through traffic management and sign de-cluttering;
 - support the regeneration of the central area by facilitating city centre expansion, ensuring integration with the existing shopping area; and
 - support the successful investment in jobs at the Rotherwas Enterprise Zone by ensuring that its expansion can be accommodated within highway network constraints.
- **Maintaining access for rural residents and people without access to a car.** The aim is to:
 - Ensure that the County's extensive highway network remains fit for purpose and safe for the travelling public;
 - Review passenger transport services to ensure that we can continue to provide access for those most in need; and
 - Provide alternatives for longer distance commuters so that they can also reduce their car use and adopt healthier lifestyles.

- 10.4 Scheme delivery and planned activities are set out in Transport Plans for Hereford and for the Rural Areas and Market Towns, demonstrating how the Council will work towards achieving objectives. Scheme delivery and improvements are underpinned by the Destination Hereford project which is aiming to change travel behaviour and ensure more efficient use of the existing transport network.

- 10.5 The LTP also briefly outlines the context for the longer term transport strategy development which will be progressed over the next couple of years, coordinating closely with the LDF Core Strategy and other emerging strategies such as the Marches Strategy for Growth. Important development such as the devolution of major scheme funding from 2015 is also referenced, acknowledging the role which Herefordshire Council will need to play in establishing the Marches Local Transport Body with local authority and LEP partners.

- 10.6 The Transport Policy Document includes a range of policies covering such issues as our approach to asset management, road safety and promoting sustainable transport. Members may recall specific consultation around parking policy which was coordinated with a charging review in the autumn, running parallel with the full LTP consultation. The revised policy is included within the LTP Policy Document.

11. Community Impact

- 11.1 The LTP will have a significant impact on the communities of Herefordshire. Scheme specific impacts will be assessed within respect of individual schemes as they progress. The wider impacts of the LTP have been considered in terms of the effects on the community and have been developed to address specific concerns in respect of rural

access, reducing traffic congestion, improving road safety and the impacts of traffic and better targeting of highways maintenance.

12. Equality and Human Rights

- 12.1 The LTP has been subject to an Equality Impact Assessment. The assessment identified a number of positive impacts on the local community including:
- That transport is inclusive and not a barrier to community involvement
 - Proposals to increase the health of people by promoting the benefits of active travel
 - Supports proposals for concessionary travel and access improvements
- 12.2 There were two recommendations stemming from the assessment and these have incorporated these into the LTP. They include the need to ensure that the LTP is easy to read and accessible and appropriate consideration for the most vulnerable in society in all decisions regarding transport delivery to avoid social exclusion. The latter is of particular relevance to the review of passenger transport services.

13. Financial Implications

- 13.1 The LTP sets out the Council's capital programme for investment in the transport network over the period 2013/14 to 2014/15. Revenue expenditure on transport is currently subject to ongoing review and public consultation. The Plan identifies the planned review of passenger transport which will aim to maintain the best possible services and access for local residents in the context of significant revenue pressures.

14. Legal Implications

- 14.1 The Council has a statutory obligation to have an adopted LTP. This LTP will replace the LTP2 (2006-11) and will fulfil that statutory requirement.

15. Risk Management

- 15.1 Having extended the LTP2 in 2011 there has been an increasing risk that our transport strategy is becoming out of date. The adoption of an updated LTP will help reduce risks in respect of the Council's ability to bid for additional funds and also will assist it in the establishment of the Marches Local Transport Body which will have a role in allocating major scheme funds after 2015.

16. Consultees

- 16.1 The LTP has been informed by a substantive consultation process with a range of stakeholders including the general public, statutory and other agencies such as the Environment Agency and Highways Agency, as well as Parish Councils. A report of consultation is available on the website.
- 16.2 The LTP has been considered by the General Overview and Scrutiny Committee at its meeting of 11 February 2013 and recommendations in respect of pedestrian access and 20mph speed limits have been taken into account in the final documents.

17. Appendices

17.1 Appendix 1: Local Transport Plan (2013/14 to 2014/15) – Strategy and Delivery

17.2 Appendix 2: Local Transport Plan (2013/14 to 2014/15) – Policy Document

18. Background Papers

18.1 None

HEREFORDSHIRE COUNCIL

LOCAL TRANSPORT PLAN (2013/14 – 2014/15)

STRATEGY AND DELIVERY

Contents:

1 Strategy Overview

1.1 LTP Key Objectives

1.2 Destination Hereford – Getting the Most Out of a Limited Resource

1.3 Focus on Delivery

2 Transport Plan for Hereford

2.1 Historic Core

2.2 Wider Central Area

2.3 Residential Areas and Urban Fringe

3 Transport Plan for Rural Areas and Market Towns

3.1 Maintenance and Road Safety

3.2 Rural Access and Service Coordination

3.3 Access by Rail

4 Developing Longer Term Strategy

5 Funding Profile and Programme

6 Key Performance Indicators

Local Transport Plan 2013/14 to 2014/15

Transport is vital to the people of Herefordshire. An efficient transport network is essential for the county's economy and will support recovery from the economic downturn. The ability to access services and maintain independence is also important and particularly challenging in a large rural county with an aging population. This local transport plan (LTP) sets out the Council's strategy for supporting both economic growth and social inclusion and details the programme of investment for the period 2013/14 to 2014/15.

Recognising these major challenges, the LTP is guided by the following key objectives:

- To support a cleaner, healthier, more prosperous county; and
- To maintain connectivity for all and to reduce social isolation for those without access to a car.

1. Strategy Overview

The LTP works alongside other strategic plans such as the emerging Core Strategy which will set out land use proposals for sustainable growth for the next 20 years and the Economic Development Strategy which sets out proposals and approaches to support business growth up to 2016. The Marches Local Enterprise Partnership is also developing its Strategy for Growth and partnership working across the Marches area will become increasingly important in sharing resources and attracting inward investment over the next decade.

1.1. LTP Key Objectives

- **Reducing congestion in Hereford City and increasing accessibility by less polluting and healthier forms of transport than the private car.** We aim to:
 - reduce short distance car based trips transferring as many as possible to less polluting and healthier modes such as walking and cycling,
 - reduce the impact of car access in the historic core through traffic management and sign de-cluttering;
 - support the regeneration of the central area by facilitating city centre expansion, ensuring integration with the existing shopping area; and
 - support the successful investment in jobs at the Rotherwas Enterprise Zone by ensuring that its expansion can be accommodated within highway network constraints.
- **Maintaining access for rural residents and people without access to a car.** We aim to:
 - Ensure that the County's extensive highway network remains fit for purpose and safe for the travelling public;
 - Review passenger transport services to ensure that we can continue to provide access for those most in need; and
 - Provide alternatives for longer distance commuters so that they can also reduce their car use and adopt healthier lifestyles.

1.2. Destination Hereford – Getting the Most Out of a Limited Resource

Whilst we will be investing in a range of infrastructure improvements during 2013/14 to 2014/15 we acknowledge that we need to optimise how we use the network and get the most out of the capacity it can provide. This means people adapting their travel behaviour. The Destination Hereford programme will run throughout this period providing high quality, tailored information to travellers, complementing the investment in infrastructure and helping manage how we can get the maximum benefit out of our network.

We know that many people are interested in changing how they travel for a variety of reasons: beating congestion; reducing costs of running a car; improving their health; or concerns about the environment. The Council is fully committed to supporting people in making these changes providing advice and resources for residents, businesses and schools and is leading by example through its own workplace travel plan and approach to flexible working. Whilst the programme focusses on travel into Hereford many of the initiatives will support longer distance travellers such as our countywide programme of park and share sites and promotion of the public transport network.

Types of support provided by the programme include:

- Tailored travel information for residents to help them reduce their car use
- Free cycle training for children and adults – we know that many people lack confidence in taking up cycling
- Funding for businesses and schools to provide cycle storage, changing facilities – relatively small adaptations at workplaces and schools can help people change how they travel
- Working with parishes and other local communities to develop free park and share sites for longer distance commuters – we want to reduce the cars trying to access the centre of Hereford and this community led approach is relatively cheap but very effective
- Working with health providers to support people with health problems and people receiving health checks back into active lifestyles – many people are motivated to make lifestyle changes to improve their health
- Supporting cycle hire in Hereford so that visitors and people without a bike can enjoy the city by bike

1.3. Focus on Delivery

Whilst austerity measures and the need to make year on year savings presents a major challenge for all local authorities, the Council has secured or helped secure funding of around £70M to support this strategy over the next two years.

Funding sources comprise local transport grant, local sustainable transport fund, developer contributions, pinch point funding, revenue funds and the Council's own capital programme. In addition to these sources of funding, the Council will also seek to play a central role in the emerging Marches Local Transport Body which will take over responsibility for the devolved major transport scheme programme.

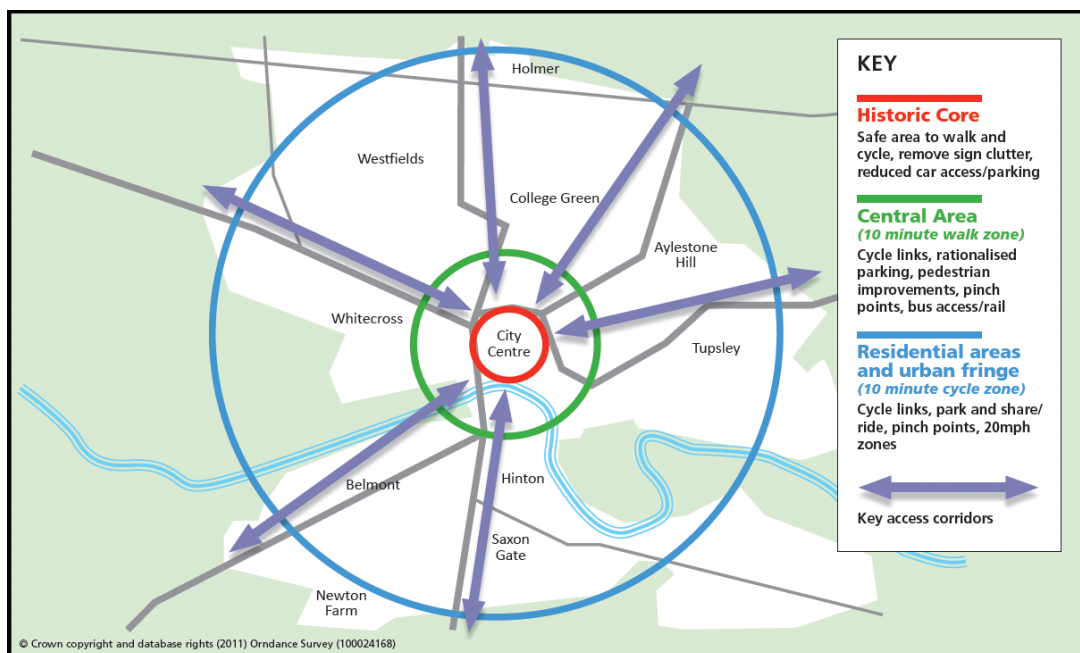
2. Transport Plan for Hereford

At the heart of the County, Hereford City provides the biggest concentration of housing, jobs and shops. This role will be further enhanced through the proposals for sustainable growth set out in the emerging Core Strategy. Supporting the growth of the City is critical not just in terms of recovery but to work towards longer term aspirations to attract and retain young families with more affordable housing and to grow the economy. Ensuring free flowing traffic and efficient access for workers, businesses, visitors and shoppers is key to achieving this wider aspiration.

The proposals for Hereford City are informed by the following factors:

- Around a third of car journeys in the morning and afternoon peaks (when congestion occurs) are less than 5km – a short distance which can be easily cycled in 20 minutes or less;
- Much of the A49 is an air quality management area, illustrating the pollution problems relating to traffic in the city;
- Some of the city's wards exhibit the highest incidents of obesity in the County and are above the national average;
- The expansion of Hereford shopping area will complement the historic central area attracting more people into the city; and
- Hereford will remain an important destination for rural residents, longer distance commuters and commercial traffic and traffic improvements are required in advance of longer term schemes such as the relief road.

The transport improvements in Hereford City are designed to reduce the number of short distance trips made by car and to reduce the overall impact of car use in the central area. The diagram below helps illustrate the basic principles. The whole urban area (enclosed in the 10 minute cycle zone) carries 30-40,000 vehicle trips each morning and afternoon – a third of these are entirely within the 10 minute cycle zone. Many of the vehicle trips into the centre (along the key access corridors) involve further circulation around the inner ring road as traffic seeks to access specific destinations including office parking, schools and public car parks. In addition, some of this is through traffic which currently has no realistic alternative other than to travel through the centre of Hereford.



2.1. Delivery – The Historic Core

Hereford central area and the historic core (within the ring road) is a special environment where pedestrians must have top priority. We want to encourage more access into this area, the County's primary shopping location, whilst reducing access by car and the impacts of traffic. How will we do this?

Schemes for 2013/14 to 2014/15:

- Introduce an area wide 20mph scheme, focusing on the gateways into the historic core so that drivers appreciate the priority for pedestrians and cyclists
- Develop comprehensive cycle access and provision in one way streets – tying into a wider network of cycle routes throughout the city and supporting cycling
- Remove redundant/duplicative signage and introduce coherent and uniform tourism/visitor signing
- Upgrading Newmarket Street to ensure safe and convenient pedestrian access between the new development and the historic core so that visitors will come to enjoy the whole city centre
- In the longer term (after 2014/15):
 - Reducing parking particularly for commuters through redevelopment
 - Introducing on street parking charges are other forms of management to further reduce traffic in the centre
 - Public realm enhancements to improve the overall quality of the environment

2.2. Delivery -The wider central area

The wider central area (within the 10 minute walk zone on the diagram) provides us with further opportunities to influence travel behaviour. This is the area in which the majority of publicly available parking spaces are located. We want to consolidate parking so that we can manage its use more effectively and encourage commuters to park further from the central area, utilising parking closest to the radial road along which they enter the city. This will reduce traffic overloading at a number of the junctions in the centre of the city where congestion is most pronounced. In the short term we have identified some junction improvements which will ease traffic flows at 3 congested junctions in the city. Within this area we also need to address barriers to walking and cycling trips, which result from the relatively high volumes of traffic on the A49 trunk road and other radial routes which converge on the inner ring road.

This wider central area also includes important public transport facilities such as the rail station and country bus station. It is likely that closer integration between rail and bus services will be delivered through the implementation of the city link road, which will open up the rail forecourt for redevelopment. However, much needed access improvements are due to be implemented at the rail station in the next two years.

Schemes for 2013/14 to 2014/15:

- Potential relocation of parking with the disposal of Merton Meadow car park – this is dependent on the urban village housing development progressing
- Improve walking and cycle access and overcoming barriers at King Street, Edgar Street, Barton Road and St Owen Street
- Traffic improvement measures at Edgar Street roundabout, Asda roundabout and Starting Gate roundabout
- Construct the city centre link road providing access to the urban village development and supporting city centre affordable housing and opportunities to improve access to the rail station and integration with bus services

- Provision of lifts at Hereford Rail Station, providing fully accessible platforms

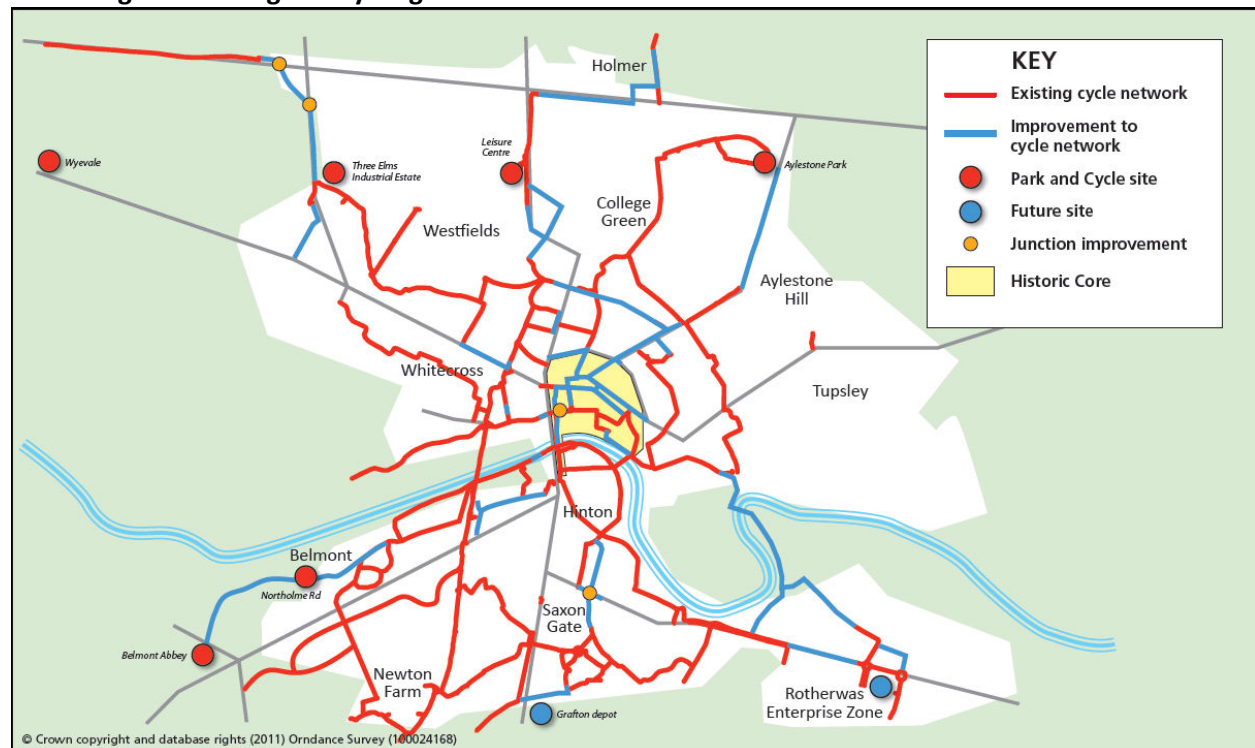
2.3. Delivery – Residential Areas/Urban Fringe

The residential areas and urban fringe (within a 10 minute cycle ride of the city centre) are where most people live in Hereford and a lot of people work and attend schools, colleges and hospitals. It includes the arterial 'A' roads, which converge on the city centre and carry large volumes of commuting and commercial traffic but also provides local access for pedestrians, cyclists and public transport. Our strategy for our residential areas is to put in place measures that will give people more confidence to walk and cycle rather than use the car for short distance journeys.

Schemes for 2013/14 to 2014/15:

- Utilising the additional funding secured through the Local Sustainable Transport Fund and developer contributions we will deliver a comprehensive programme of cycle schemes and pedestrian improvements to provide better connectivity for local residents. These are identified on the plan below.
- Construct the Connect 2 scheme and new river crossing which will provide direct access to Rotherwas, supporting the investment in jobs in the Enterprise Zone.
- To assist longer distance commuters coming into Hereford we will expand our range of park and share/cycle sites, connecting up with the cycle network and also linked in to local bus services.
- Implement further 20mph schemes in residential areas, to encourage walking and cycling.

Extending the walking and cycling network in Hereford



3. Transport Plan for Rural Herefordshire and the Market Towns

Rural Herefordshire is characterised by a very low population density and an extensive road network. For most people the car is and will remain the main mode of transport, and road freight has a fundamental role in our economy, so maintaining the quality and safety of our road network is vitally important to ensure connectivity and reduce the risk of accidents. However, with an increasing elderly population, families on low incomes and young people without their own transport many people are reliant on public transport and other transport services to access education, work, shopping and health care. We are particularly aware that transport services are vital in helping elderly people and people with disabilities to remain independent and that this is very important for their wellbeing and helps reduce overall costs of healthcare.

Our resources to maintain the network and deliver public transport are stretched and this is further compounded by current funding pressures.

In this context our plan for rural Herefordshire and market towns focuses on the key priorities of network maintenance and safety and accessibility for the most vulnerable. This plan also acknowledges the emerging Core Strategy proposals which will support limited development in over a hundred rural settlements, helping sustain rural communities and support rural services.

3.1. Delivery – Maintenance and Road Safety

Herefordshire has an exceptional track record in reducing the most serious road traffic casualties over the past decade. This has been achieved through a combination of targeted safety improvements, based on an intelligent analysis of accident locations, education and training and integration of safety improvement measures within standard maintenance works. We have reviewed rural speed limits and are designing a more streamlined process for implementing changes which will be rolled out across the County over the next two years.

Schemes and initiatives for 2013/14 to 2014/15:

- Deliver over 20 safety improvement schemes
- Provide targeted road safety information to school children, young drivers and older drivers
- Work with the Safer Roads Partnership to deliver targeted speed enforcement and support speed awareness training for those caught speeding
- Implement 100 speed limit changes and regulation orders
- Support Speed Indicator Device programme in villages

Maintaining the overall network to a high standard will be a challenge – as capital allocations have reduced over the past 5 years and revenue funding is under severe pressure. It is critical in this context that we invest the available funding in the most effective way we can. This will mean focussing more of our efforts on preventative maintenance and shifting the balance away from reactive works. This shift in approach will not affect our standards for treating the most serious defects promptly so that safety will be maintained. We are also exploring opportunities to secure investment through the re-procurement of the highways services contract.

We already have a well established parish lengthman scheme which provides resource and support to local communities to deliver some highways services locally. This is a rewarding approach which has seen local communities take control over issues such as local gritting in severe weather, clearing drainage to help reduce flooding problems and verge clearance to improve safety at junctions. We want to develop local delivery of schemes further and will

work with local communities to assess what other highways services can be delivered more effectively by local people.

Schemes for 2013/14 to 2014/15:

Treatment	Target
Patching	71 km
Surface Dressing	45 km
Resurfacing	13.5 km
Footway Reconstruction	12 km
Additional Funding	16 km

3.2. Delivery – Rural Access and Service Coordination

We have carried out a number of consultations about the future role of the public transport network in the County. It has been clear from the variety of responses that people value the service and wish to see transport services retained. In the consultation on the LTP autumn 2012 there was support for the retention of a 'core network' of bus services which focus on journeys between Hereford and the market towns along main transport corridors with larger rural settlements. People acknowledged that bus services are difficult to sustain in the more sparsely populated areas outside of this core network and that Council should explore opportunities around connecting services and community led services. This view was echoed in the Your Community Your Say consultation autumn 2012.

In view of this feedback we have widened the review to incorporate the full range of services supported by the Council:

- Local buses
- Community transport
- Home to school transport
- Special educational needs transport
- Adult social care transport

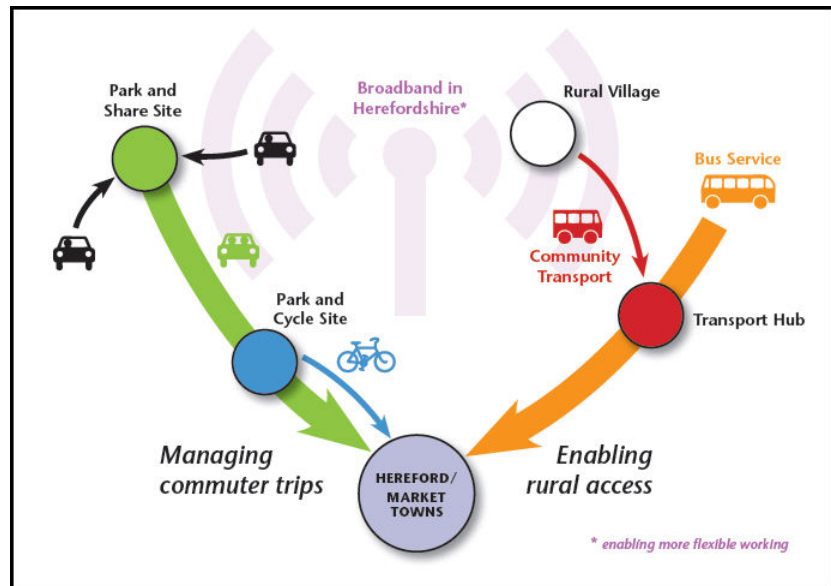
We believe that the solution to maintaining access with reducing funding relies on closer integration of these services so that we can get the best value for money from transport providers. We will be carrying out a review of these services during 2013 with a view to introducing new services from September 2014. We will be consulting users and local communities in more detail as the review progresses but we are particularly interested in exploring the following issues:

- Expanding the range of services provided by community transport
- How we can support connecting services feeding into core bus and rail services whilst reducing impacts for users
- Development of rural transport hubs to support connecting services and car sharing
- Incorporating school bus services within the core bus network
- Developing community led commissioning of local transport services

In addition to the review of passenger transport services we will also be developing rural access improvements around rural hubs and park and share sites. We are developing a network of locations where car drivers or connecting transport services (such as community transport) can meet other drivers to car share or transfer to other modes such as bus, cycling or rail. Typically, these locations will provide free parking and where possible will be

located in rural settlements or businesses increasing opportunity to help sustain the rural economy. For users, this initiative can deliver a number of benefits:

- Reduce costs of parking at the eventual destination and reduce petrol costs on the shared part of the journey
- Provide access to the bus/rail network for those who are not within walking distance of a bus stop/rail station (OAPs and disabled people would then be able to complete their journey for free using their bus pass)



- Enabling rural commuters to incorporate cycling/walking into their trip and avoiding congestion (relates to park and share on the outskirts of Hereford and market towns)
- Free up time for parents and others who might normally drive friends and family all the way to a destination. Similarly, could enable community transport drivers to provide more journeys in rural areas if they make shorter trips to hubs rather longer distance door to door journeys.

3.3. Supporting Access by Rail

Whilst our approach to maintaining access for the rural community focuses on the highway network, we appreciate the limited but important role that rail travel plays in the County. Rail services provide good access to Hereford from Leominster and Ledbury (and Colwall) and support longer distance commuting and school/college trips into and out of the County.

Significant investment went into Leominster Station in 2012 with the provision of lifts to provide full access to both platforms and similar provision is planned for Hereford Station in 2013/14. Investment is also planned to upgrade signalling between Newport and Shrewsbury and this will bring additional capacity Hereford Station, helping to reduce cancellations on trains between Hereford and Ledbury.

We were keen to assess the costs and benefits of proposals to provide rail access in to Rotherwas and completed a study in early 2013 in consultation with Network Rail (NR) and Arriva Trains. The study concluded that the construction costs of the scheme would be over £10M and more significantly an on going subsidy of over £10 for every journey would be required to fund a regular service. This would not represent good value for money, particularly in the context of severe pressures on rural bus services. However, following further discussion with NR it has emerged that there might be potential to increase parking at Leominster Station and this would support park and ride for longer distance commuters travelling in to Hereford. We will explore this opportunity in partnership with NR during the LTP period with a view to increasing parking subject to demonstrating sufficient demand and securing funding contributions.

Outside of infrastructure improvements, the Council continues to lobby for basic service improvements including greater capacity on rail services on the Wales and Borders line. The ability to influence current services is very limited as a result of the current franchise

agreements with DfT and Welsh Assembly Government. The Council will fully engage in re-franchising opportunities to secure further service improvements for the County.

Schemes and initiatives for 2013/14 to 2014/15:

- Develop rural transport hubs and park and share sites, working with local communities to promote car sharing, connecting services and park and cycle/walk
- Implement review of passenger transport services, including public consultation
- Work with local communities to develop community led transport services
- Introduce new services from September 2014
- Work with network rail and train operating companies to explore opportunities to increase park and ride at Leominster Station
- Continue to lobby Arriva Trains Wales for increased capacity on Wales and Border services and engage in re-franchising consultation as they arise.

4. Developing longer term strategy

This LTP is firmly focussed on delivering transport improvements for the period 2013/14 to 2014/15. However, during this period we will be developing a longer term transport strategy for the County in the light of proposals for growth which will be set out in the Core Strategy and other local strategies such as the Local Enterprise Plan's Strategy for Growth.

We will be working closely with local authority partners and the LEP to establish the Marches Local Transport Body (MLTB) which will assume responsibility for the major scheme funding programme. Initial indications are that the MLTB will have an allocation of around £16M to prioritise for the Marches area for the period 2015-19. In working within the MLTB we will seek to secure funding for schemes which will help us deliver our growth and regeneration proposals focused on Hereford and the Rotherwas Enterprise Zone. A number of significant infrastructure projects are already progressing to detailed design and local consultation in support of these strategies including the Belmont Transport Package which will assist the Rotherwas Enterprise Zone, the city link road which will enable regeneration and housing development in the city centre and further development of the Hereford Relief Road and complementary sustainable transport measures which supports the strategic housing proposals for the City and wider county.

We anticipate reviewing this LTP in the light of these emerging strategies and are likely to be consulting on a refreshed LTP in 2015.

5. Funding Profile and Programme

The table below sets out the indicative capital funding allocations for transport schemes and project development for the period 2013/14 to 2014/15. The overall allocation comprises:

£19.58M – LTP integrated transport and maintenance grant,
 £2.441M - additional maintenance funding announced in the autumn statement
 £2.109M - remaining LSTF capital grant
 £2.35M – capital programme (Connect 2 scheme)

The Council also allocates significant revenue funds towards routine and reactive highway maintenance and public transport (including concessionary fares). Typical annual revenue spend on both totals of around £10M. The Council is currently reviewing all revenue budgets in order to manage significant reductions and hence it is not possible to identify indicative revenue budgets for 2013/14 to 2014/15 at the time this LTP was printed.

Table 1 Indicative Capital Allocations		£000's	
Delivery	Scheme	2013/14	2014/15
Hereford Transport Plan	Edgar Street Link Road*	TBD	TBD
	A49 junction improvements**	-	-
	Newmarket Street/Edgar Street Pedestrian Scheme***	-	-
	Rail lifts and signal upgrading ****	-	-
	Holme Lacy Traffic Management Scheme	0	200
	Hereford Cycle Schemes (inc Connect 2) inc. signage	3,455	1,104
	Hereford Pedestrian Schemes	30	30
	Hereford 20mph zones and street de-cluttering	63	115
	Hereford bus passenger facilities	30	50
	Hereford Transport Review	0	80
Rural Herefordshire & Market Towns Plan	Park and Share	10	10
	Rural Cycle schemes inc. signage	60	60
	Rural Pedestrian Schemes	40	40
	Safer Routes to Schools & 20mph zones	60	70
	Rural Residential 20mph zones	20	40
	Public Rights of Way	20	20
	Rural bus passenger facilities	150	100
	Rural Transport Review	0	80
Transport Safety	Minor Highway Safety Improvements	250	250
	Speed Management and SIDs	95	95
Highways Maintenance	Highway maintenance (capitalised costs)	9,548	8,405
	Rights of Way Improvement Plan	25	25
	Bridgeworks	900	900
Other	LTP Monitoring	25	25
Total Indicative Allocations		14,781	11,699

*The Council is finalising costs for the city centre link road and will seek to secure funding from a range of sources including capital programme. Total cost for remainder of project estimated at £22.7M.

** Additional funds have been secured by the Highways Agency to deliver 3 'pinch point' schemes

*** Developer funding will pay for the upgrading of Newmarket Street and access improvements on Edgar Street

**** Network Rail has secured Access for All funds to provide new lifts at Hereford Station. Additional expenditure is allocated for signal upgrading through the County on the Manchester/Cardiff line.

6. Key Performance Indicators

Key performance indicators which will measures to help us assess the progress we are making with the LTP are:

Performance Indicator	Aim	Target by 2014/15
People killed or seriously injured on the highway network	Reduce numbers of people killed or seriously injured from base line number of 119.	Less than 85 KSI casualties
Highway Condition - Principal Road	Improve condition of principal road network	5% of network needing treatment from 9%.
Countywide passenger transport use (bus and rail)	Increase in bus users	1.3% increase to 4,700 passenger journeys
Average weekday car flows on highways accessing Hereford city centre (peak periods 07:00 to 09:00 & 16:00 to 18:00)	Reduction in car journeys to city centre.	3% reduction to 28,200 car trips
Reduce NOx µg/m3 in Hereford AQMA	Improve air quality	5% reduction to 46.9 µg/m3
Number of weekday cycle journeys in Hereford	Increase in cycling	6% increase to 3,600 journeys

HEREFORDSHIRE COUNCIL

LOCAL TRANSPORT PLAN (2013/14 – 2014/15)

POLICY

Contents

Introduction	1
Asset Management	3
Road Safety	10
Speed Management	13
Passenger Transport.....	16
Highway Network Development.....	25
Car Parking	28
Freight.....	31
Active Travel (walking and cycling).....	33
Streetscape Management	36
Smarter Travel Choices.....	38
Development Control (Transport)	44
Public Rights of Way	47
Air Quality and Noise.....	49
Zero and Low Emission Vehicles.....	51

Introduction

The purpose of our Local Transport Plan (LTP) is to ensure the council has a clear plan for investment in the transport network to support economic growth, encourage healthier lifestyles, maintain connectivity, maintain the safety of our transport network and improve the quality of our roads and other transport assets.

This LTP Policy Statement document details our policies to support the delivery of our transport plans identified in our LTP. They will be reviewed periodically to ensure they remain relevant and fit-for-purpose.

The LTP has two main focuses:

- Reducing congestion in Hereford City and increasing accessibility by less polluting and healthier forms of transport than the private car. We aim to:
 - Reduce short distance car based trips transferring as many as possible to less polluting and healthier modes such as walking and cycling,
 - reduce the impact of car access in the historic core through traffic management and sign de-cluttering;
 - support the regeneration of the central area by facilitating city centre expansion, ensuring integration with the existing shopping area; and
 - support the successful investment in jobs at the Rotherwas Enterprise Zone by ensuring that its expansion can be accommodated within highway network constraints.
- Maintaining access for rural residents and people without access to a car. We aim to:
 - Ensure that the County's extensive highway network remains fit for purpose and safe for the travelling public;
 - Review passenger transport services to ensure that we can continue to provide access for those most in need; and
 - Provide alternatives for longer distance commuters so that they can also reduce their car use and adopt healthier lifestyles.

Where recurring congestion is an issue we will use our Network Capacity Management Hierarchy to address the problem.

- Step 1 - Demand Management - Use smarter choices to promote alternatives to solo car use. For more information see our Health and Wellbeing Travel Strategy.
- Step 2 - Network Management - Specific local congestion issues which can often be improved through improvement, monitoring or enforcement of highway restrictions. See Policy LTP HN2.
- Step 3 - Targeted engineering improvements – Engineering improvements at specific junctions to improve their operational capacity.
- Step 4 - Road Widening - Widening the existing highway thereby increasing the capacity of individual highway links.
- Step 5 – New Road Building - Construction of new road links.

LTP Objectives

Table 1 identifies the links between our LTP themes and objectives.

Theme	Objectives
Passenger Transport	<ul style="list-style-type: none"> • Maximise accessibility and connectivity within Herefordshire by increasing awareness of all travel options available especially for those without access to a private car; and • Increase efficiency of passenger transport through greater coordination of services.
Walking and Cycling	<ul style="list-style-type: none"> • Reduce the number of short distance car journeys within Herefordshire by providing practical transport choices to support sustainable travel behaviour; • Support everyday physical activity to improve the health and wellbeing of Herefordshire's residents; • Encourage sustainable travel choices by reducing the safety risks associated with their use; and • Improve Herefordshire's streetscape for residents, shoppers and visitors.
Transport Safety	<ul style="list-style-type: none"> • Reduce the number and severity of accidents in Herefordshire by reducing the conflicts between different modes of transport, and reducing speeding and drink/drug driving; and • Provide a transport network that is safe and efficient and that provides a positive journey experience
Highway Network Development	<ul style="list-style-type: none"> • Support economic growth within Herefordshire by reducing congestion and improving journey time reliability; • Ensure access to housing and employment sites including the Rotherwas Enterprise Zone; • Reduce the environmental impacts of traffic particularly CO₂, air quality and noise; and • Minimise the impact of transport on biodiversity, water quality, heritage landscapes and townscapes.
Highways Maintenance	<ul style="list-style-type: none"> • Protect Herefordshire's transport network from extreme weather; and • Improve the condition of our roads, footways and cycle-ways, bridges, milestones, signage and street furniture and sustain their condition.

Our LTP contains two delivery plans:

- **Hereford Transport Plan**, which includes Hereford City and its adjacent rural area including the Rotherwas Enterprise Zone and the villages of Clehonger, Hampton Bishop, Lugwardine and Withington;
- **Rural Herefordshire and Market Towns Transport Plan**, which includes the market towns of Bromyard, Kington, Ledbury, Leominster, Ross-on-Wye and the villages and rural areas not covered by the Hereford Transport Strategy.

Herefordshire Council Local Transport Plan – Policy Statement

Asset Management

This policy statement contributes towards the delivery of the following LTP Objectives

- Support economic growth within Herefordshire by reducing congestion and improving journey time reliability;
- Ensure suitable access to housing and employment sites including the Rotherwas Enterprise Zone;
- Encourage sustainable travel choices by reducing the safety risks associated with their use;
- Provide a road network that is safe and efficient and that provides a positive journey experience;
- Protect Herefordshire's highway network from extreme weather; and
- Improve the condition of our roads, footways and cycle-ways, bridges, milestone, signage and street furniture and sustain their condition.

Asset Management covers the following assets:

- Roads with associated verges and drains
- Public Rights of Way
- Bridges and other structures
- Streetlights
- Drainage gullies and highway drainage systems
- Traffic signal sets including Urban Traffic Management Control (UTMC) equipment
- Pedestrian crossings
- Road signs
- Road markings
- Safety fences
- Trees
- Footways and cycleways
- Park and Ride facilities (once developed)
- Bus stops

This policy statement sets out our policies to ensure, through sound asset management, the safety, availability, reliability and long-term integrity of our public highway network. The public highway consists of any verge, footway, cycleway, carriageway, bridleway or footpath over which the public has a right of way. We will take every opportunity to increase the wider benefits of highway asset maintenance by integrating improvements and the core maintenance activity.

In line with best practise we are working towards ensuring that our highway assets are valued along the same lines as commercial assets and that the disciplines of replacement value and depreciation are applied. Consequently the management, maintenance, renewal and replacement of our transport assets must be subject to

prioritisation based on sound asset management practices, planning our actions, focusing resources and measuring the impact of what we do.

Asset management facilitates better decision-making by supporting engineering judgement with financial, economic and engineering analysis. It helps us to better understand and manage the relationship between whole life cost and performance and provides the evidence base for our investment decisions.

Policy LTP AM1 Accounting and Managing the Value of our Transport Assets

In line with Government policy, we will adopt a set of accounting and management principles which will ensure that the value, depreciation and investment of the transport assets are effectively managed.

Cost-Effective Asset Management

Resource constraints make it essential that we direct resources towards the highest priorities and the most effective ways to address these.

We will undertake highway surveys each year to measure various elements of highway condition. This includes a SCANNER survey, which measures the road condition, cracking, rutting, and other deformation, and a SCRIM survey which measures the texture of the road and the likelihood of vehicles skidding in wet weather.

We also analyse results from the annual Highways and Transportation Public Satisfaction Survey, the Highway Safety Inspection Survey and the views of parish councils and locality areas.

The data produced by these surveys is analysed by engineers to identify the work required to maintain the highway.

Policy LTP AM2 Cost-Effective Asset Management

We are moving to a system of planned interventions designed to preserve, maintain and enhance our transport assets, combined with the use of a whole-life cost/benefit approach to determine the most effective approach to delivery based on:

- The collection and analysis of good-quality, timely information on the condition, function and past record of all assets.
- Timely intervention to correct defects before they cause more fundamental problems
- Research into more effective asset management approaches
- Being clear on service levels across the network and at each locality, matching asset condition to need.

Delivering effective maintenance.

Policy LTP AM3 Deliver effective maintenance

We will deliver effective maintenance across the different asset categories:

- Maintain each asset class in the light of their function, characteristics, opportunities and risks:
 - Carriageways (including Byways Open to All Traffic (BOATS) but not unbound byways). Maintenance of carriageways will be planned and implemented according to the function of the road, information on its condition and the likely usage.
 - Road markings and studs which are a key element of the efficient and safe operation of the highway. Following a comprehensive survey and review in 2009, the system of identifying problems has been improved, and we will build upon this as we improve the system of proactive and preventative maintenance.
 - Vehicle safety fences which mitigate risks posed to highway users by hazards or to protect assets from damage. Covers reactive maintenance (e.g. vehicle strikes) as well as routine and preventive maintenance and improvements as part of wider maintenance schemes.
 - Traffic calming, primarily to reduce the adverse effects of traffic around schools and in urban areas. Inspected, managed and maintained as part of the general inspection process.
 - Structures, including bridges and structures which impinge in any way within the footprint of the highway or which affect the support of the highway or adjacent land. As well as the structures themselves, there are key components with finite lives such as bridge bearings. Regular inspection and maintenance is critically important.
 - Footways and cycle routes. These are segregated facilities, excluding on-carriageway cycle lanes (part of the carriageway and associated assets) and footpaths as detailed in the Rights of Way Improvement Plan (ROWIP). Although the primary purpose of these assets may be used by pedestrians and cyclists, categorisation, inspection and maintenance processes must take into account other uses, including vehicular access to premises.
 - Highway drainage, including the drainage of the highway itself and the drainage of land or premises onto or adjacent to the highway. This is a critical aspect in terms of safety, serviceability and sustainability. The Land Drainage Act provides specific powers and responsibilities as does the Highways Act, and the Flood and Management Act, which the council is the lead local flood authority.

- Public Rights of Way are detailed in the Public Rights of Way Improvement Plan
- Lighting and illuminated signs, with specific emphasis on the role in community and road safety and the potential to make significant energy, whole-life cost and environmental improvements.
- Traffic signals and signalised crossings, with significant emphasis on maximising safety and capacity.
- Bus stops and shelters. A process of inspecting and rating shelters according to condition has been recently introduced.
- Soft estate and highway trees. Soft estate consists of verges and boundaries to the highway. We will ensure that these areas and all highway trees are actively and effectively managed.

Maintaining a safe efficient highway network

We will focus resources through the use of a clearly defined roads hierarchy (based on the different classes of road) combined with information on network condition. This will enable us to meet the expectations of our communities, businesses and road users on different classes of road, providing Herefordshire with a reliable and safe highway network.

Highway Hierarchy

Hierarchy Description	Type of Road General Description	Detailed Description
Strategic Route	Principal 'A' roads between Primary Destination.	Routes for fast moving long distance traffic with little frontage access or pedestrian traffic. Speed limits are usually in excess of 40mph and there are few junctions. Pedestrian crossings are either segregated or controlled and parked vehicles are generally prohibited.
Main Distributor	Major Urban Network and Inter-Primary Links. Short - medium distance traffic (A and B Class).	Routes between Strategic Routes and linking urban centres to the strategic network with limited frontage access. In urban areas speed limits are usually 40mph or less, parking is restricted at peak times and there are positive measures for pedestrian safety.
Secondary Distributor	Classified road (B and C class) and unclassified urban bus routes carrying local traffic with frontage access and frequent junctions.	In rural areas these roads link the larger villages and HGV generators to the Strategic and Main Distributor Network. In built up areas these roads have 30mph speed limits and very high levels of pedestrian activity with some crossing facilities including zebra crossings. On street parking is generally unrestricted except for safety reasons.
Link Road	Roads linking between the Main and Secondary Distributor Network with frontage access and frequent junctions.	In rural areas these roads link the smaller villages to the distributor roads. They are capable of varying width and not always capable of carrying two-way traffic. In urban areas they are residential or industrial interconnecting roads with 30mph speed limits, random pedestrian movements and uncontrolled parking.
Local Access Road	Roads serving limited numbers of properties carrying	In rural areas these roads serve small settlements and provide access to individual properties and land. They are often unsuitable for HGV. In urban areas they are

	only access traffic.	often residential loop roads or cul de sac.
Rural Access Lanes	Partially unmetalled roads serving occasional rural properties and providing access to the countryside carrying only access traffic.	

Policy LTP AM4 Maintaining a safe, efficient highway network

We will maintain a safe, efficient highway by:

- Ensuring that the prioritisation of maintenance works on carriageways and associated assets is based on the road function as set out in the roads hierarchy.
- Using the Skid Resistance Policy to manage the risk of wet-road skidding.
- Using effective inspection and information management to target resources.
- Undertaking winter maintenance in line with the winter service plan for carriageways, footways and cycleways.
- Managing drainage to keep surface water from the carriageway.
- Maintaining and where necessary strengthening bridges and structures to ensure that they meet their functional requirements.
- Providing and maintaining street, footway and cycleway lighting and illuminated signage.
- Maintaining and improving traffic signals and signage to improve highway capacity, road safety and to meet the accessibility requirements of our communities.

Reducing our Environmental Impact and Responding to Climate Change

Highway maintenance requires significant natural resource, including energy. It also generates large amounts of waste and can affect heritage sites and the natural environment. We will work to reduce the negative impact of these activities and, where possible, support environmental enhancements. In addition, climate change is likely to bring about new demands in terms of more extreme weather events, more intense rainfall, snowfall and landslides.

Policy LTP AM5 Reducing our Environmental Impact and Responding to Climate Change

Whenever possible, we will adopt practices which reduce demands for natural resources and which minimise negative local environmental impacts. We will also take advantage of any suitable opportunity to deliver environmental improvements as part of our maintenance activities. We will also adapt our maintenance planning to take account of the likely impacts of climate change.

This will include:

- Use early interventions, such as surface dressing, to preserve assets and avoid having to take more resource-intensive intervention.
- Use recycled materials where possible to reduce resource and energy demands.
- Dispose of waste with regard to environmental impacts and the potential to enable environmental improvements.
- Investigate new and innovative approaches to maintenance.
- Reduce the energy consumption of street lighting, illuminated signs and traffic signals through the use of LED technology and appropriate 'trimming and dimming' approaches.
- Actively review the resilience of our assets and networks in the light of climate change and adjust the maintenance regimes to meet these challenges.
- Ensure that the needs of sustainable travel modes are given sufficient priority to help encourage their use.
- Consider the potential for environmental improvements to be linked to our maintenance activities.

Managing Changing Demand, including new developments

Demand on the highway network is not static. New developments can change the volumes and types of vehicle using a section of route or junction significantly. We will be mindful of planned developments to ensure that we can meet such changes in demand.

Where developments significantly alter the nature of an area and it requires the use of different maintenance materials and techniques, we will require developers to pay a commuted sum towards the maintenance of these items. Where appropriate, Section 278 and Section 38 Agreements will include the provision for commuted sums towards the maintenance of such items.

Policy LTP AM6 Managing Changing Demand, including new developments

Whenever possible, we will be mindful that our maintenance planning acknowledges planned developments to ensure that we can maintain the highway network to an acceptable standard where it meets future demand originating from changes in highway use.

This will be achieved by:

- Working with spatial planners, developers and communities on appropriate approaches to materials and their on-going maintenance requirements, including the adoption of enhanced standards
- Requirement for commuted sums will be assessed for each site prior to the drafting of Section 278 and Section 38 Agreements

- Consulting with and engage local communities and businesses to better understand their requirements
- Publishing the forward maintenance programme and consult with other agencies and communities to enable additional funds to be sourced to bring about further enhancements alongside planned maintenance activities
- Preparing ‘packages’ of schemes which incorporate maintenance elements alongside other components in order to deliver network capacity, safety and environmental improvements

Herefordshire Council Local Transport Plan – Policy Statement

Road Safety

This policy statement contributes towards the delivery of the following LTP Objectives

- Support economic growth within Herefordshire by reducing congestion and improving journey time reliability;
- Ensure suitable access to housing and employment sites including the Rotherwas Enterprise Zone;
- Encourage sustainable travel choices by reducing the safety risks associated with their use;
- Reduce the number and severity of road traffic accidents in Herefordshire by reducing the conflicts between different modes of transport, and reducing speeding and drink/drug driving;
- Provide a road network that is safe and efficient and that provides a positive journey experience; and
- Improve the condition of our roads, footways and cycle-ways, bridges, milestones, signage and street furniture and sustain their condition.

We will continue to use a combination of education, enforcement and engineering approaches. We will focus particularly on the following, taking into account national guidance but focusing on specific local issues:

- Tackling all incidences of killed or seriously injured casualties on the county road network including:
 - Reducing risk amongst young and older drivers
 - Continued reduction in child casualties
 - Reducing pedestrian and cyclist casualties
 - Reducing motorcyclist casualties
- Tackling illegal and inappropriate speeds
- Targeting poor road user behaviour such as drink and drug drivers
- Tailoring treatments to address localised issues

Minor Safety Improvements

Maintaining the county's highway asset is a key determinant for a safe highway network. There are a number of improvements that can be made to road environments to reduce the risk of accidents or the severity of accidents if collisions occur. The close working relationship and shared delivery teams programme between highway maintenance and minor safety improvements ensures the road network is of high quality and schemes are delivered in a cost effective manner. A variety of methods are used to identify areas of the network requiring attention and treatment. These include:

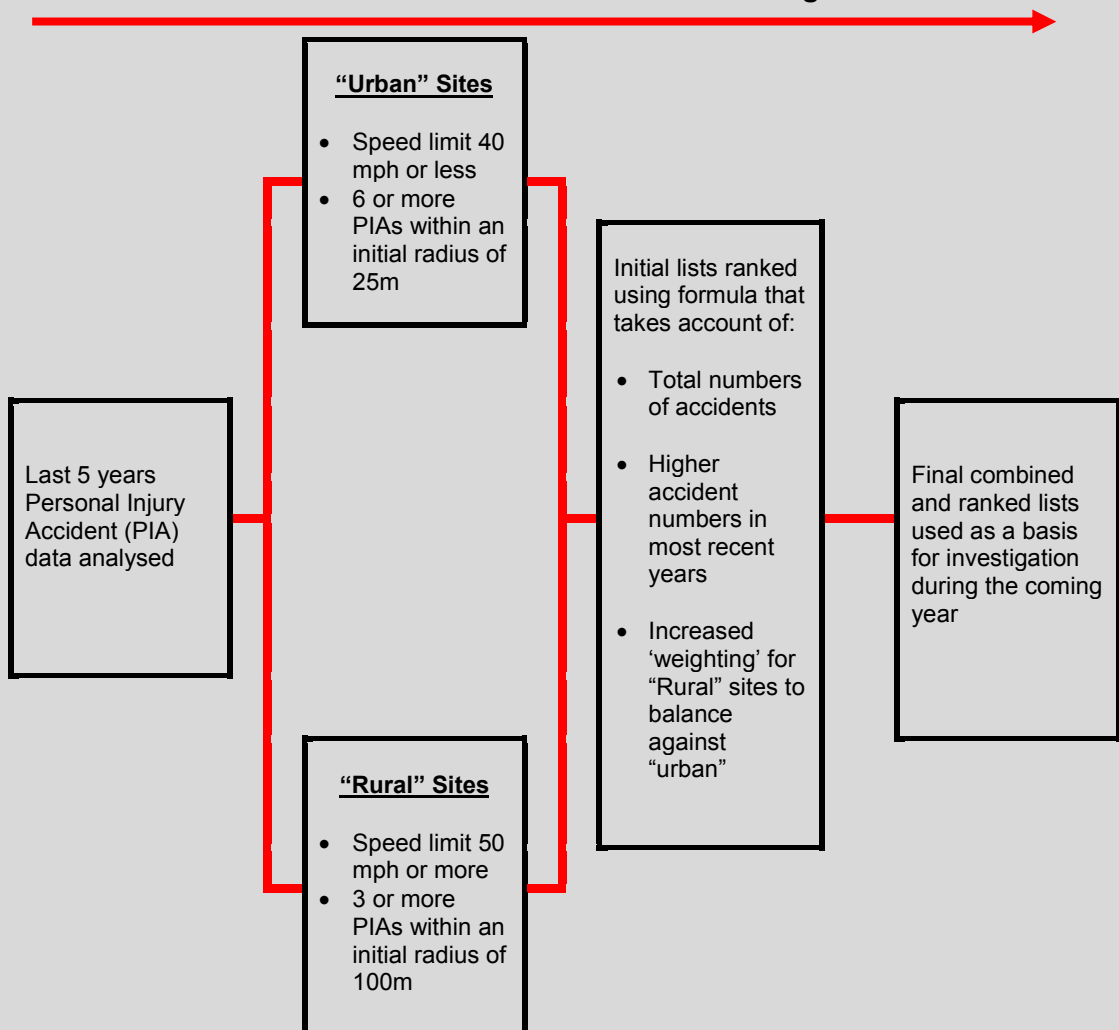
- Cluster Site Identification
- Route Investigations

- Mass Action Treatments
- Safety Audits

Policy LTP RS1 – Minor Safety Improvements

We will analyse our KeyACCIDENT database to identify the geographical areas or routes with the highest levels of personal injury collisions, undertake detailed collision site/route investigations to identify specific areas of concern as well as establish solutions at these sites and implement cost effective safety improvements on a prioritised basis using our scheme prioritisation process.

Accident Site Selection Criteria and Prioritisation Ranking Process



Education, training and publicity

We recognise the importance of raising awareness of behaviour that can increase risk. Activities to raise awareness are generally low cost and provide good value for money having the combined benefit of increasing road user confidence as well as helping to reduce the risk of accident and injury. Education and training for walking and cycling, and targeted campaigns and events particularly with school pupils, assists in expanding road safety knowledge, reducing fear, and encourages more active travel.

Policy LTP RS2 – Road Safety Education, Training and Publicity

We will work in partnership with schools and emergency service providers to deliver road safety education, training and publicity activities. Activities will include:

- Providing three levels of 'Bikeability' cycle training to primary and secondary school level pupils as well as adults.
- Undertaking road safety presentations to pre-school children and parents to help them understand the importance of pedestrian safety and in-car safety measures.
- Distributing road safety packs at schools to parents of all children who are starting school for the first time and provide all primary schools the opportunity to join the road safety officers' scheme.
- Contacting each school within the county and when requested carry out road safety presentations including pedestrian and cycle safety.
- Undertaking and supporting targeted road safety events at schools across the county including 'Crucial Crew' events with Year 6 pupils.
- Targeted road safety campaigns linking with national and regional initiatives, focusing on tackling high risk minority road user behaviours including drink driving and drug use.
- Managing the School Crossing Patrols service.
- Providing pedestrian road safety training with Year 3 pupils.
- Providing 'Pass Plus' and Older Driver Refresher training programmes, where budget is available, to provide further road safety training to improve driver's skills.
- Assistance for schools and parents to set up 'walking buses' as a means of encouraging sustainable travel to school and also as an alternative in rural areas where School Crossing patrols are not justified.

Herefordshire Council Local Transport Plan – Policy Statement

Speed Management

This policy statement contributes towards the delivery of the following LTP Objectives

- Minimise the impact of transport on biodiversity, water quality, heritage landscapes and townscapes;
- Encourage sustainable travel choices by reducing the safety risks associated with their use;
- Reduce the number and severity of road traffic accidents in Herefordshire by reducing the conflicts between different modes of transport, and reducing speeding and drink/drug driving; and
- Provide a road network that is safe and efficient and that provides a positive journey experience

In 2010 we undertook a review of speed limits on all A and B class roads throughout the County. This was in the context of a Department for Transport (DfT) request that highway authorities review the suitability of all the prevailing speed limits along the entire length of all of their A and B class roads. This encompassed all 60 mph national speed limits and all 70 mph national speed limits on dual carriageways. Our review was carried out in accordance with the DfT Circular 01/2006 Setting Local Speed Limits.

In setting speed limits in urban areas, the DfT guidance retains a standard speed limit of 30mph. 40mph speed limits may be considered on higher quality suburban roads or those on the outskirts of urban areas where certain other criteria are met. In areas where there is a risk to vulnerable road users, 20 mph limits and 20 mph zones will be considered.

In exceptional circumstances 50 mph speed limits may be considered where certain criteria are met. Similar approaches have been taken within the DfT guidance on rural roads and in villages. Clearly some flexibility is required in defining a village. DfT guidance requires that a 30mph limit would be set if the village has 20 or more houses on one or both sides of the road; and a minimum length of 600 metres and an average density of at least 3 houses per 100 metres. Where a community is less built up, consideration should be given to the presence of key buildings such as a shop, church or school, otherwise a 40mph or 50mph limit may be considered. When villages are less than 600m apart the 30mph limit may be extend to cover both sections.

We are currently reviewing the contents of the latest Department of Transport circular – Setting Local Speed Limits 01/2013 - and the implications for setting speed limits.

Policy LTP SM 1 – Setting Appropriate Speeds Limits

We will implement the 2010 Speed Limit Review across urban and rural roads and in our village communities.

This will involve:

- Publicising widely the rationale for the review, its methodology and overall recommendations.
- Consulting with and actively engaging our communities in implementing the review recommendations, with regard for wider community concerns and aspirations.
- Prioritising the introduction of the review on the basis of evidence, including the use of accident data and identifying the contribution which will be made in each case towards key policies such as the promotion of walking and cycling.
- Implementing the modified limits, or strengthening the emphasis on unchanged limits, according to Traffic Signs Regulations and best practice from the UK and elsewhere.

Residential 20mph zones

Policy LTP SM 2 – Residential 20mph Zones

We aim to work with local communities to reduce the default speed limit within residential areas to 20mph.

Changes to speed limits will only occur where there is support from the local community and the occurrence of speeding traffic is evidenced.

Compliance with Speed Limits

Compliance with speed limits is fundamental in ensuring the safety of both drivers and other road users. However there are a number minority groups and individuals that exceed speed limits and risk endangering not only themselves but other road users.

We currently work in close partnership with the Safer Roads Partnership and local communities to help increase compliance with speed limits through a combination of encouragement and enforcement measures. We will focus efforts on sites where there is a demonstrated problem with speeding and additional priority will be given where there is also a significant accident history.

In order to spread limited resources widely we will prioritise the use of low cost methods to encourage speed limit compliance such as Vehicle Activated signage. The introduction of physical traffic calming itself can be expensive and we therefore anticipate its use to be limited.

The Safer Herefordshire Community Safety consultation in November 2011 highlighted excessive speeding and road safety as high priority issues for local communities in Herefordshire. Where there is public concern over excessive speeds in local communities but where intervention cannot be prioritised based on speed and accident data we will continue to work with local communities through their Parish

Council to deploy Speed Indicating Devices (SIDs). These are a low cost and effective way of raising drivers' awareness of their speed.

Where speeding poses significant concern to the community, the Safer Roads Partnership can declare them a community concern site or the local police may provide local speed enforcement. These sites may not have a collision history, but have a significant speeding problem to warrant enforcement before accidents occur. The enforcement involves monitoring speeds through mobile speed enforcement cameras and is an extremely effective method at reducing speeding vehicles.

Policy LTP SM 3 – Speed Limit Compliance

We will work with our partners, local communities and Parish Councils to use a variety of cost effective techniques to encourage and enforce compliance with speed limits through a combination of encouragement and enforcement measures.

This will be achieved through:

- Using clear signage, including vehicle activated signs (SIDS).
- Using fixed and mobile speed cameras where these can contribute towards greater compliance and road safety.
- Integrating sound design and engineering alongside speed limit signage to encourage drivers to recognise and comply with speed limit changes. These may be introduced as part of enhanced routine maintenance activities.
- Working with communities to develop realistic approaches to managing speed, recognising the economic importance of road traffic.
- Considering the use of physical measures such as road humps where these are justified by accident data and have a high degree of community support.
- Continuing with measures such as speed indicator devices where these can be shown to increase community satisfaction.
- Providing driver education, including speed awareness training and young/pre driving training.
- Using shared space and other innovations where appropriate.
- Working with the Safer Roads Partnership and local police teams where engineering solutions can't be delivered or where informal measures have not reduced speeding.

Herefordshire Council Local Transport Plan – Policy Statement

Passenger Transport

This policy statement contributes towards the delivery of the following LTP Objectives

- Support economic growth within Herefordshire by reducing congestion and improving journey time reliability;
- Ensure suitable access to housing and employment sites including the Rotherwas Enterprise Zone;
- Reduce the environmental impacts of traffic particularly CO₂, air quality and noise;
- Minimise the impact of transport on biodiversity, water quality, heritage landscapes and townscapes;
- Reduce the number of short distance car journeys within Herefordshire by providing practical transport choices to support sustainable travel behaviour;
- Support everyday physical activity to improve the health and wellbeing of Herefordshire's residents;
- Encourage sustainable travel choices by reducing the safety risks associated with their use;
- Improve Herefordshire's streetscape for residents, shoppers and visitors.
- Maximise accessibility and connectivity within Herefordshire by increasing awareness of all travel options available especially for those without access to a private car; and
- Increase efficiency of passenger transport through greater coordination of services.

Passenger transport covers all aspects of transport services delivery that are available for public use where the service is paid for at the point of use.

Bus Travel

Our core bus network consists of services viewed as essential to the transport network within Herefordshire and are designated route priorities. These operate along the main corridors to ensure connectivity for commuter and social demand between Hereford and the Market Towns and larger village settlements.

In addition to the core bus network we will continue to support other rural bus services which may link into our core bus network at suitable bus stops or rural transport hubs, thus developing a hub and spoke passenger transport model for the county. A hub would provide a high quality waiting facility located in close proximity to local services to minimise any risk associated with their use. Cycle and car parking will also be available in the vicinity to encourage bus use by people who currently do not use public transport.

To maintain the core network we rely on a combination of commercial and supported (subsidised) services. The supported bus network is designed to complement commercially-operated services where these do not provide an adequate level of service. Supported bus services provide the following functions:

- Enhancement of commercial services by the provision of additional journeys that extend the operating day;
- Frequency enhancements of commercial services within the operating day;
- Evening and Sunday services;
- Service provision on routes where no operator is prepared to provide a commercial service; and
- Bespoke services catering for specific journey purposes and tailored to meet the needs of a specific market.

Subsidy is allocated to services on the basis of the relative costs of providing the service and ridership (cost per passenger). A service qualifies for subsidy if the cost per passenger is at or below a standard amount. This standard amount alters in line with budget availability. At the time of writing (2012) the rate is £4 per passenger.

Supported services are provided only where commercial services do not meet the public need. The size and shape of the network has developed over time in response to changing demand and available funding. It will be difficult to sustain the existing level of public transport coverage in rural areas due to the non-commercial viability of operating these services.

Policy LTP PT1 - Supported bus network

In addition to supporting our core bus network, we will support additional services in order to enhance accessibility, support the economy and encourage modal shift where it is affordable to do so. This will be achieved by:

- Supporting bus services where it is affordable, provides good value for money and delivers clear accessibility or modal shift benefits including providing a reasonable alternative to car travel.
- Supporting bus services in rural areas which would enable residents to access essential services and reduce social isolation. These services may not be provided on a daily basis and may be delivered through a combination of conventional and community transport services.
- Where supported services can no longer be provided we will work with commercial bus operators and community transport schemes to explore the possibility of funding smaller feeder services which would link into the core network at suitable locations.
- Working with local communities and parish councils to develop services which would be funded locally.

To help comply with the Code of Conduct on Bus Service Stability, routine tendering of contracts is restricted to one of two dates each year. Tenders are invited individually, although operators are invited to submit discounted prices for batches of one or more contracts. This procedure allows the authority to benefit from economies

of scale and the more efficient operational solutions available from such an approach without restricting competition for contracts.

In a limited number of cases, such as diversions of, or minor extensions to otherwise commercial services, where competitive tendering is not appropriate, advantage is taken of the de-minimis provisions of the Transport Act to negotiate a contract with the commercial operator. The regulations concerning de-minimis agreements allow the Council to spend up to 25% of its public transport budget for bus service support in this way.

The Council invites tenders from operators on either a minimum cost or minimum subsidy basis. This maximises the competition for tenders given that operators have differing approaches to managing risk. Minimum cost contracts give the authority greater control over fares and may be more appropriate in areas where fares set by operators are rising significantly above inflation. The revenue risk, however, lies with the Council and may involve additional cost in ensuring that revenue is correctly collected and allocated. Currently approximately 27% of contracts are let as 'minimum cost'.

Minimum-subsidy contracts offer an incentive to the operator to develop the service as the additional revenue is retained. Such contracts are simpler and cheaper for the Council to administer and the revenue risk lies with the operator. The Council however, has less control over fares. Approximately 73% of current contracts are let in this way.

Bus fares and ticketing

The cost of using bus travel for paying passengers has increased significantly above general inflation over recent years and is viewed as a barrier to its use. We will work with operators who set the price of travel to look at ways of making bus use more affordable and competitive when compared to the cost of using the car. Increasing the cost of parking for commuters in Hereford has a role in this process.

The English National Concessionary Bus Travel scheme is administered by the Council within Herefordshire. This scheme provides free bus travel for older and disabled people. The Government wants to ensure that bus travel, in particular, remains within the means of those on limited incomes and those who have mobility difficulties. With an aging population the amount of concessionary travel within the county is likely to continue to have impact on budgets unless additional financial support can be provided by central government.

Policy LTP PT2 – Bus fares and ticketing

We will work with operators and the DfT to maintain the affordability of using and delivering public transport. We will target financial assistance where it is affordable to do so and where there is greatest need. This will be achieved by:

- Administering the English National Concessionary Travel Scheme for older and disabled people.
- Undertaking regular fare reviews.
- Where the fare structure is issued and managed by Herefordshire Council we will set fares with reference to contract costs and commercial fares.

- Working with operators to explore ways of addressing the affordability of public transport for low income groups, including young people and job seekers.
- Exploring the development of multi-operator smartcard ticketing technology with local operators.

Bus infrastructure Improvements

The scale of bus infrastructure improvements range from low cost improvements undertaken at individual bus stops to aid mobility and understanding of service availability, to high-cost bus priority measures designed to provide buses with a competitive advantage over queuing traffic in urban areas.

Policy LTP PT3 – Bus infrastructure improvements

We will work in partnership with passenger transport operators and Parish Councils to improve the quality of bus infrastructure available to bus users within Herefordshire. This will be achieved by:

- Continuing our programme of low-cost bus stop upgrades in the short term, including improved passenger information, comfort, and delivery of raised kerbs to meet Disability Discrimination Act requirements. This programme will continue to be delivered based on a corridor/route based approach with priority to our core network.
- Working with Parish and Town Councils to improve bus shelters.
- Reducing the age of the fleet by setting quality standards within contract renewals. We aim to ensure all contracted bus services comply with Euro 5 emission standards by 2018
- Undertaking a review of bus infrastructure requirements in the medium to long-term within Hereford to inform our medium to long term investments. This review will consider the value for money case for investing in bus lanes and other priority measures including the Hereford Transport Hub.
- Undertaking a review of rural bus stops to identify potential Rural Transport Hubs and develop a medium to long-term investment programme to upgrade suitable sites.

Passenger Transport Information

Printed bus timetables are published by Herefordshire Council and will continue to be provided at the majority of bus stops. It is proposed, where feasible, to provide information at all stops to increase awareness of the services available.

Printed rail service timetables are published by Train Operating Companies as part of their franchise agreements, and are displayed at all railway stations in Herefordshire. Unlike the bus operators, all railway companies are required to provide printed timetable leaflets which are available at manned stations.

Where community transport operators provide printed information this is provided by local scheme operators.

The Council's website provides the primary portal for travel information within Herefordshire. The website provides an electronic copy of all printed timetables, guides and maps in addition to information relating to different modes of transport. It is also used to publicise the range of transport-related services provided by the Council.

In response to the growth in demand of social networking sites (Facebook and Twitter) we will expand their use, in line with our corporate communication policies and guidelines. Such sites can be very effective in communicating dynamic travel information including the occurrence of unplanned events causing congestion or updates on the progress of gritting vehicles.

Policy LTP PT4 – Passenger Transport Information

We will continue to provide and work in partnership with passenger transport operators to disseminate printed passenger transport information to ensure it remains consistent with best practice. This will be achieved by:

- Providing printed timetables where display cases are available at bus stops and bus stations, in partnership with bus operators. We will increase the number of bus stops with display cases.
- Developing a countywide passenger transport timetable booklet and making it available at a minimal cost through a variety of outlets.
- Distributing County Travel Guides, covering the north and south of the county, and Hereford city.
- Work with train operators and voluntary sectors to enhance the availability of passenger timetable information.
- We will continue to work in partnership with passenger transport operators to provide printed passenger transport, walking and cycling information maps and guides to promote sustainable travel choices.
- We will continue to provide multi-modal travel information on the Herefordshire Council transport website. All pages will be periodically reviewed and updated to ensure the information provided remains relevant. We will also enhance the scope of information available to ensure ease of use and promote delivery of the LTP Strategy objectives.
- We will use social networking sites when disseminating dynamic travel information including links with our SCOOT traffic management system in Hereford to relay travel information via Twitter etc.

Community and Voluntary Transport

Community Transport and Voluntary Transport services exist throughout the county for people who are unable to use other public transport services or who live in areas where no such services are provided. Community Transport is provided by the voluntary sector with funding from Herefordshire Council through Service Level Agreements as well as other funding sources.

Services cater for a wide range of journey purposes including health, work, learning, social and leisure. Health related journeys account for up to 40% of trips, a far higher proportion than on conventional bus services. Currently Community Transport provision is mostly provided during weekday daytimes, although there is limited service available in the evenings and at weekends where necessary.

Herefordshire Council part funds seven different Community Transport schemes:

- Bromyard Community Transport;
- Community Wheels and Hereford Car Scheme (based in Leominster);
- Dore Community Transport;
- Hay and District Dial-A-Ride;
- Hereford Dial-A-Ride;
- Ledbury Ring and Ride; and
- Ross Area Transport.

Several voluntary organisations provide transport as an addition to their core services such as Age UK and the Red Cross.

The future of Community Transport delivery is being considered through a 'Root and Branch' review of passenger transport within Herefordshire. The strategic objectives of the review include:

- Increasing capacity
- Increasing awareness
- Integration with other transport services
- Financial sustainability
- Meeting the needs of all who are eligible

Policy LTP PT5 – Community and Voluntary Transport

We will work in partnership with Community and Voluntary Transport providers to enable access to essential services for those unable to use public transport either because of incapacity due to ill health or disability, or because public transport is not available.

Taxis and Private Hire Vehicles

Taxis and Private Hire Vehicles make a valuable contribution to providing transport within the county. These vehicles offer 24 hours a day demand responsive service, which provides a door to door service. Taxis and Private Hire Vehicles also provide a valuable service for public transport interchange, by allowing certain groups access to services they otherwise could not reach. For many cases they provide the only accessible link to long distance transport, for example by rail or air. Taxis and Private Hire Vehicles are also used on a regular basis for social care and education requirements.

The Taxi Licensing and Enforcement Policy have a number of regulations in place which ensure a high quality, safe journey for every passenger. This policy ensures taxi drivers and operators are licensed correctly and therefore carry out their trade in accordance with the relevant regulations. The policy also enables taxi fare tariffs to be set that represent the maximum, rather than an exact fare so as to allow for competition between the taxi companies.

We currently licence 260 taxis, 100 Private Hire Vehicles and 534 dual drivers. Since 2002 no quantity restrictions have been in place. Approximately 30% of the taxi fleet are wheelchair accessible.

Taxis and Private Hire Vehicles are often the only means of accessible local transport available for disabled and elderly people. The DfT recognises the importance of taxi drivers having the relevant training in order to assist disabled

passengers appropriately, consequently Herefordshire taxi drivers are required to undertake such training. All Taxis and Private Hire Vehicles also adhere to the Disability Discrimination Act's requirements to carry guide and hearing dogs without any additional charge.

We acknowledge the important role taxis and private hire vehicles have in providing access to shopping, leisure, employment and health services for many members of our community. It is therefore essential that taxi ranks are easily accessible, and located close to amenities. The needs of taxi users must be taken into account when considering proposals for traffic management and access restrictions in town centres and other areas with important amenities. It is also essential that taxis are built into our public transport infrastructure, and have dedicated space allocation to allow interaction with the services they provide.

Policy LTP PT6 – Taxis and Private Hire Vehicles

We will perform our licencing duty for Hackney Carriages and private hire vehicles to ensure accessibility, safety and passenger comfort. This includes:

- Require by licence conditions that all applications for Hackney Carriages are wheelchair accessible.
- Require through licence conditions that drivers are aware of legislation in respect of carrying disabled passengers and assistance dogs.
- Ensure that wheelchair vehicles are suitably equipped at all times to carry persons whilst remaining seated in their wheelchairs.
- Vehicles will have an annual compliance test and additional MOTs dependent on the age of the vehicle.
- Enforcement will be undertaken to review the condition and appearance of licenced vehicles.
- All drivers of licenced vehicles will have Enhanced DBSs upon application and every three years after.
- All drivers of licenced vehicles will have a Medical Examination to Group 11 standard upon application and every five years after. Upon reaching the age of 65 the requirement is for an annual medical.
- Limiting the age and emission standards of Hackney Carriages and private hire vehicles to ensure passenger safety and minimise environmental impact.

Rail

Rail has an essential role to play in providing access to local and national centres. Demand for rail use has steadily increased since 2003. The Council is committed to working with the train operating companies and Network Rail to ensure the best possible service is provided within the county. Active participation at the Regional Rail Forum, Marches Rail group and the Cross Border Forum ensures that rail issues for the county are discussed and actions taken to eliminate timetable service gaps.

Rail franchises are managed by the DfT. The dates of the rail franchise renewals which will affect Herefordshire include:

- 2013 Great Western
- 2015 London Midland
- 2018 Arriva Trains Wales

Policy LTP PT7 – Rail improvements

We will support the DfT and train operating companies in improving the frequency, quality, reliability, comfort and affordability of rail services within Herefordshire.

We would particularly support:

- Joint working on the franchises due for renewal particularly to protect services between Hereford and London via Ledbury.
- Passing bays to increase service reliability and frequency on the Hereford to Malvern line (impacts for Ledbury and Colwall).
- The elimination of timetable service gaps through the delivery of additional services between Abergavenny, Hereford, Leominster and Shrewsbury.
- Improvements in service timetabling to limit inconsistent gaps in service times and develop a regular clock-face timetable.
- Additional rolling stock on services to Birmingham and explore new services accessing Birmingham International Airport.
- Greater provisions for cyclists at stations and on services.
- Access improvements at Hereford and Leominster railway stations by 2014 to ensure both stations are fully accessible and meet requirements under the Disability Discrimination Act 2005.

Herefordshire Council Local Transport Plan – Policy Statement

Highway Network Development

This policy statement contributes towards the delivery of the following LTP Objectives

- Support economic growth within Herefordshire by reducing congestion and improving journey time reliability;
- Ensure suitable access to housing and employment sites including the Rotherwas Enterprise Zone;
- Reduce the environmental impacts of traffic particularly CO₂, air quality and noise;
- Minimise the impact of transport on biodiversity, water quality, heritage landscapes and townscapes;
- Reduce the number and severity of road traffic accidents in Herefordshire by reducing the conflicts between different modes of transport, and reducing speeding and drink/drug driving;
- Provide a road network that is safe and efficient and that provides a positive journey experience;
- Protect Herefordshire's highway network from extreme weather; and
- Improve the condition of our roads, footways and cycle-ways, bridges, milestones, signage and street furniture and sustain their condition.

This policy statement covers improvements to road infrastructure. Herefordshire generally has a highly reliable road network with recurring congestion in Hereford and the A44 Bargates junction in Leominster where journey time reliability is a widely recognised problem.

Policy LTP HN1 - Network Capacity Management Hierarchy

Where recurring congestion is an issue we will use our Network Capacity Management Hierarchy to address the problem.

Step 1 - Demand Management

Use smarter choices to promote alternatives to solo car use. For more information see our Health and Wellbeing Travel Strategy.

Step 2 - Network Management

Specific local congestion issues which can often be improved through improvement, monitoring or enforcement of highway restrictions. See Policy LTP HN2.

Step 3 - Targeted engineering improvements

Engineering improvements at specific junctions to improve their operational capacity.

Step 4 - Road Widening

Widening the existing highway thereby increasing the capacity of individual highway links.

Step 5 – New Road Building

Construction of new road links.

Policy LTP HN2 - Network Management

We will improve the management of the highway network to reduce and prevent recurring congestion. This will be achieved by considering a range of specific local congestion management tools to improve the operation of the highway network. This will be achieved by:

- Using existing and new Traffic Regulation Orders to better target enforcement to prevent parking that restricts traffic flows resulting in unacceptable traffic delays or safety concerns.
- Reviewing the existing hierarchy of priority routes for key modes of travel to ensure the classification, management and maintenance of the local highway network reflect their existing function.
- Developing driver information systems using variable messaging systems and internet based software including information on car parking availability, planned events and the occurrence of congestion that might impact journey time reliability.
- Considering the enforcement of moving traffic offences where it causes congestion or impacts road safety including enforcement of yellow boxes.

Highway Network Expansion

Where demand and network management measures have been proved to be insufficient to reduce congestion, we will develop engineering solutions to increase capacity on our existing highway network.

To deliver the growth identified for Hereford and in line with our Network Capacity Management Hierarchy, new highway infrastructure is required. The Hereford Relief Road including a second river crossing is vital to Hereford's transport network to provide additional traffic capacity and access to development.

Motorway and Trunk Road Network

Of the 2,072 miles of highway within Herefordshire 56 miles or 3% form part of the Motorway and Trunk Road Network and is managed by the Highways Agency. Routes include the A49(T), A449(T), A40(T) and M50.

Policy LTP HN5 - Motorway and Trunk Road Network reliability improvements

We will work in partnership with the Highway's Agency to improve the reliability, safety and efficiency of the Motorway and Trunk Road Network within Herefordshire.

We would particularly support:

- Improved junction capacity on the A49(T) in Hereford to reduce congestion.
- The development of funding and delivery of driver information systems using variable messaging systems including information on car parking availability, planned events and congestion.

Herefordshire Council Local Transport Plan – Policy Statement

Car Parking

This policy statement contributes towards the delivery of the following LTP Objectives

- Support economic growth within Herefordshire by reducing congestion and improving journey time reliability;
- Ensure suitable access to housing and employment sites including the Rotherwas Enterprise Zone;
- Reduce the environmental impacts of traffic particularly CO₂, air quality and noise;
- Minimise the impact of transport on biodiversity, water quality, heritage landscapes and townscapes;
- Reduce the number and severity of road traffic accidents in Herefordshire by reducing the conflicts between different modes of transport, and reducing speeding and drink/drug driving;
- Provide a road network that is safe and efficient and that provides a positive journey experience;
- Support everyday physical activity to improve the health and wellbeing of Herefordshire's residents; and
- Improve Herefordshire's streetscape for residents, shoppers and visitors.

The availability and pricing structure of car parking spaces plays a major role in supporting the development of a sustainable and integrated transport system. The availability and price of parking space is a key factor in determining people's choice of mode for a particular journey. Together with improvements in alternative modes to provide the "carrot", strategies for parking supply and control can offer an important tool to manage demand to encourage a modal shift away from the private car towards more sustainable modes.

Hereford

Car parking will play a key role in supporting the regeneration of the city centre, reducing the impact of commuter traffic and congestion and ensuring access through effective enforcement. Our approach to managing car parking sites will also assist with the Council's aspirations to improve the townscape quality of the city through managed redevelopment of smaller car parks in the historic core and redistribution of public parking to the edge of the central area, close to key transport corridors and the eventual relocation of parking to park and ride sites outside the urban area.

Policy LTP PS1 – Hereford Parking Policy

We will work in partnership with Hereford City Council, Highways Agency and other stakeholders to continually review the supply and quality of car parking facilities within Hereford. Activities will include:

- Setting of car park charges will be in line with the council's charging principles with long stay parking charges to be increased annually to match those of comparable centres;
- Phased reduction over the period to 2031 of long-stay commuter parking supply within the city centre;
- Park and cycle and park and share facilities to be free to registered users with secure cycle storage provision at park and cycle sites;
- Good quality signing to make more efficient use of parking supply;
- Work in partnership with developers and the Highways Agency to introduce real time signing to reduce un-necessary car movements within the city centre and reduce driver search times;
- Work in partnership with the Freight Transport Association, Road Haulage Association and local businesses to identify alternative lorry parking following the closure of Merton Meadow;
- Pedestrian access routes connecting public off-street parking with urban centres will be examined for potential environmental improvements to ensure they are safe and pleasant to use;
- Establish the feasibility of installing electric vehicle charging points in selected car parks;
- Review the operation, management and charging of Residents Parking Schemes to ensure residents can park within a reasonable distance of their home and that commuters and short stay users are discouraged from using residential streets;
- Parking allocations for new and re-developments must comply with Herefordshire Council's Highways Design Guide for New Developments

Countywide

Ensuring adequate parking supply is available to meet demand is fundamental to support the local economy and future growth. The following principles are to be applied:

- There must be adequate parking supply to meet demand in each of the market towns.
- There should be at least 10% spare capacity within each town to efficiently manage parking demand, limit search times and reduce unnecessary car use.
- Long-stay parking arrangements should be located further from the town centres to enable short-stay parking supply is easy accessible and available.

Policy LTP PS2 – Countywide Parking Policy

We will work in partnership with town and parish councils to manage car parking in Herefordshire.

- Public off-road parking supply should be appropriate to meet demand, accommodate planned growth and be located in convenient locations accessed by main distributor roads to ensure parked vehicles do not obstruct the public highway;
- Good quality signing to be provided to make more efficient use of parking supply;
- Charges will apply for all off-street parking, unless there is a clearly defined economic reason for providing free parking;

- Charges for car parks closer to the centre are set to encourage short stay and a turnover of spaces to support the local economy with longer term parking allocated to car parks further from the centre;
- On-street parking to be free in the Market Towns; and
- On-street parking is controlled by the use of limited waiting restrictions to ensure the efficient turnover of short-stay parking for shoppers and visitors.

Herefordshire Council Local Transport Plan – Policy Statement

Freight

This policy statement contributes towards the delivery of the following LTP Objectives

- Ensure suitable access to housing and employment sites including the Rotherwas Enterprise Zone;
- Reduce the environmental impacts of traffic particularly CO₂, air quality and noise;
- Minimise the impact of transport on biodiversity, water quality, heritage landscapes and townscapes;
- Reduce the number and severity of road traffic accidents in Herefordshire by reducing the conflicts between different modes of transport, and reducing speeding and drink/drug driving; and
- Provide a road network that is safe and efficient and that provides a positive journey experience

Freight transport is an essential part of business, enabling and supporting enterprise and local employment. At a local level freight enables the transport and delivery of goods to businesses, construction sites, retail premises and households. However, freight movement, particularly by road, also gives rise to a range of environmental problems.

Rail freight currently plays only a limited role, notably with the Tarmac quarry in the west of the county making use of a railhead north of Hereford. There is also rail freight traffic running through the county. Consequently the key strategic requirements concern the management of road-based freight movement within Herefordshire as part of our network management duty.

Policy LTP FR1 - Managing Freight Movements

We will plan for and enable the efficient movement of freight to, from, through and within Herefordshire whilst, where possible, reducing the negative impacts of freight movements on the environment and our communities. This will involve:

- Developing a freight strategy to support the Marches LEP and local businesses which takes account of Herefordshire's connections with the West Midlands and Wales.
- Working with the DfT and neighbouring authorities to ensure that freight routes are clearly identified on signs and maps and that these routes are fed into information portals for access by the freight industry and those served by it.
- Ensuring suitable inspections, maintenance intervals and interventions for

those routes and junctions which carry significant freight traffic.

- Investigating and, where appropriate, encouraging the use of rail freight.
- Ensuring that the potential impact of new developments on freight movements are fully identified through the Development Control process including restricting delivery vehicle access to specific times.
- Engaging with local communities affected by freight movements to develop and agree suitable mitigation measures.

Herefordshire Council Local Transport Plan – Policy Statement

Active Travel (walking and cycling)

This policy statement contributes towards the delivery of the following LTP Objectives

- Ensure suitable access to housing and employment sites including the Rotherwas Enterprise Zone;
- Reduce the environmental impacts of traffic particularly CO₂, air quality and noise;
- Minimise the impact of transport on biodiversity, water quality, heritage landscapes and townscapes;
- Reduce the number of short distance car journeys within Herefordshire by providing practical transport choices to support sustainable travel behaviour;
- Support everyday physical activity to improve the health and wellbeing of Herefordshire's residents;
- Encourage sustainable travel choices by reducing the safety risks associated with their use; and
- Improve Herefordshire's streetscape for residents, shoppers and visitors.

Within this LTP Policy Statement the term 'Active Travel' refers to pedestrians and cyclists.

Walking is the most important mode of travel at the local level and offers the greatest potential for replacing car trips of less than one mile. Cycling offers an alternative for short trips of up to five miles. Within this policy statement both modes are to be considered together as they share a range of positive benefits including:

- Reduced congestion, particularly if focused on peak hour trips. At peak times along radial routes in many urban areas, cycling will typically be faster than using a car or bus.
- Improved health through increased physical activity – particularly major chronic diseases such as coronary heart disease, stroke, diabetes and some cancers.
- Low cost accessibility for many groups with or without access to a car.
- No local air pollution or carbon emissions.

Policy LTP AT1 - Maintaining and extending our active travel infrastructure

We will continue to maintain and improve our active travel infrastructure (footways and cycleways) to reduce any physical barriers by providing a high quality active travel network that is convenient, accessible, comfortable and attractive to use.

This will be achieved by:

- Minimising the occurrence of defects on active travel routes.

- Investigating changes in Traffic Orders to promote increased cycle use including the development of cycle contra flows in one-way streets.
- Delivering accessible active travel enhancements including dropped kerbs and crossings for non-motorised modes.
- Providing clear and concise active travel signage to raise awareness of safer routes which avoid high volumes of traffic and of the national cycle network. All signage provided must respect the character of the environment where it is used.
- Expand the number of 20mph residential zones in residential areas (see policy LTP SM2)
- Delivering more secure cycle parking spaces or storage at educational establishments, retail centres, public transport interchanges, leisure facilities, workplaces and other major journey attractors where demand requires it.
- Integrating cycle parking with public transport at rural transport hubs to facilitate cycle use as part of longer distance journeys.
- Recognising the needs of active travel users within our winter maintenance programme and ensure that heavily-used off-road routes are gritted.
- Investigating the conversion of disused railway lines and other traffic-free rural routes for active travel, where feasible and where funding is available.

Policy LTP AT2 - Extending our active travel network in new developments

We will work with developers to prioritise active travel access which is convenient, accessible, comfortable and safe. Consideration to active travel access must be given during the design of new residential and commercial developments and re-development to maximise the potential for active travel.

This will be achieved by:

- Designing new developments, including residential, business and retail facilities in ways which prioritise access by walking and cycling and provide access to the existing active travel network.
- Ensuring all active travel schemes designed within new developments are consistent with the guidance provided in Herefordshire Council's Highways Design Guide for New Developments and other relevant guidance.
- Working with developers to ensure that new developments avoid severing routes used by cyclists or pedestrians or prejudice accessibility by walking or cycling. If development proposals do impact on the walking or cycling network then an alternative route must be provided by developers. The quality of alternative routes must be of equal or better quality than the option affected by development without incurring on-going additional revenue costs to Herefordshire Council.
- Protecting and incorporating historic transport routes such as dismantled

railways into new designs, where appropriate.

- Encouraging and promoting the provision of green infrastructure, where appropriate, in new and existing developments, to provide enhanced access to natural environments and support ecosystems to improve biodiversity.

Herefordshire Council Local Transport Plan – Policy Statement

Streetscape Management

This policy statement contributes towards the delivery of the following LTP Objectives

- Ensure suitable access to housing and employment sites including the Rotherwas Enterprise Zone;
- Reduce the environmental impacts of traffic particularly CO₂, air quality and noise;
- Minimise the impact of transport on biodiversity, water quality, heritage landscapes and townscapes;
- Reduce the number of short distance car journeys within Herefordshire by providing practical transport choices to support sustainable travel behaviour;
- Support everyday physical activity to improve the health and wellbeing of Herefordshire's residents;
- Encourage sustainable travel choices by reducing the safety risks associated with their use;
- Improve Herefordshire's streetscape for residents, shoppers and visitors.
- Reduce the number and severity of road traffic accidents in Herefordshire by reducing the conflicts between different modes of transport, and reducing speeding and drink/drug driving;
- Provide a road network that is safe and efficient and that provides a positive journey experience; and
- Improve the condition of our roads, footways and cycle-ways, bridges, milestones, signage, and street furniture and sustain their condition.

Herefordshire has many high quality natural and historic assets which instil local pride and supports the county's tourism 'offer'. The Local Transport Plan has a strong role in supporting the county's tourism potential by easing the movement of people around the county, managing the public rights of way network and regenerating Herefordshire's urban streets and public spaces.

This policy statement fully supports the principles outlined in the Hereford Streetscape Design Strategy and the aims of the Hereford City Centre Regeneration Strategy which identify the importance of 'quality' in creating the right impression, using the right materials for public spaces next to new build and renovation schemes.

Our Hereford City Centre Streetscape Vision and Priorities document sets out proposals for investment priorities for the Hereford city centre public realm. The proposals contained in the document, which look further to reduce the dominance of vehicles in the city centre, will provide the basis for on-going development of the city centre public realm strategy.

We also acknowledge the importance of reducing traffic and vehicle speeds in rural villages and combining the principles contained within national public realm guidance documents such as 'Manual for Streets' and 'Traffic in Villages'.

Policy LTP ST1 – Improving the public realm

We will seek to enhance Herefordshire's public realm in a sensitive and sustainable way which will maximise the convenience and comfort of all travellers increasing footfall and enhancing accessibility. This will be achieved by:

- Design of the public realm to be based on low speed traffic flows reinforced by 20 mph speed limits using the minimum of signage.
- Promoting a barrier-free public realm, allowing free movement for people with limited mobility and, through the avoidance of pedestrian barriers, excessive street furniture and sudden changes in level.
- Designing measures that allow the form and patterns of the city centre to be easily read and understood by pedestrians, cyclists and drivers. This will include navigational and guidance clues for people with visual impairment and infrequent visitors to the city such as coach drivers. Clear gateways and transition points will be encouraged that define the boundaries of the public realm.
- Designing streetscapes as a whole, rather than as a series of separate components. All components of the streetscape, including paving materials, trees and highway signing, will be co-ordinated as far as possible.
- Minimising energy use through the use of durable and locally sourced paving materials. Decisions on the use of materials and components are likely to have enduring effects on the quality of the locality and its public realm. We will seek to avoid measures that require replacement in the short-term, and seek to promote elements that will minimise the long-term costs and maximise long-term benefits.
- Designs should reflect the distinctive qualities of Hereford and the market towns, and avoid repetition of standard solutions applied elsewhere. Wherever possible, design principles will be informed by an understanding of the history, context and particular character of the locality.

Herefordshire Council Local Transport Plan – Policy Statement

Smarter Travel Choices

This policy statement contributes towards the delivery of the following LTP Objectives

- Support economic growth within Herefordshire by reducing congestion and improving journey time reliability;
- Reduce the environmental impacts of traffic particularly CO₂, air quality and noise;
- Reduce the number of short distance car journeys within Herefordshire by providing practical transport choices to support sustainable travel behaviour;
- Support everyday physical activity to improve the health and wellbeing of Herefordshire's residents; and
- Maximise accessibility and connectivity within Herefordshire by increasing awareness of all travel options available especially for those without access to a private car

Smarter travel choices are low cost techniques for influencing people's travel behaviour towards more sustainable options such as walking, cycling and public transport use. Building on best practice from the Department for Transport's Sustainable Travel Towns, we have developed an easily recognisable brand for use in our marketing campaign to promote the use of sustainable transport.

The 'Choose how you move' brand (**Figure A**) is central to the Destination Hereford project and our wider marketing campaign. We undertake market on the Destination Hereford project and this will inform the future delivery of marketing campaigns in the medium to long term.

Figure A – Choose how you move branding



Best practice suggests that isolated marketing campaigns are generally not successful and campaign messages are soon forgotten. Consistent communication is important to maintain campaign awareness but targeted promotional activity and practical support are critical to encourage and sustain behaviour change.

Policy LTP SC1 – Smarter Travel Choice Marketing Campaigns and Branding

We will use the 'Choose how you move' branding to coordinate all transport-related marketing and information activities undertaken by Herefordshire Public Services to promote Smart Choices measures.

We will co-ordinate our promotion of Smarter travel choices by building on our core values, tone and style to deliver communication that will motivate, inform and support behaviour change.

Campaigns developed to promote the use of sustainable travel modes will use a variety of media and other elements including:

- Bus Backs on city centre services and refuse fleet countywide.
- Local radio.
- Local press and posters displayed in public buildings.
- Accessible and attractive information on all sustainable modes available in print and online.
- Calendar of targeted promotions to encourage trial of sustainable modes.
- On-going access to advice and help to support new users.
- Sustainable Travel Events including Bike week and Walk to School week.

Travel Plans

A travel plan is a package of measures produced by developers, employers and education facilities to encourage alternatives to solo car use for those individuals that access a specific location on a regular basis. Travel plans are central to the delivery of Smarter Choices and are prepared as a condition of a planning process or on a voluntary basis.

In general travel plans include a combination of initiatives both 'hard' (physical engineering) and 'soft' (non-physical engineering) measures. A travel plan could include: car sharing schemes; a commitment to improve cycling facilities; a dedicated bus service or restricted car parking allocations. It might also promote flexible-working practices such as remote access and video conferencing.

Workplace Travel Plans

Herefordshire Council has sought to establish its Workplace Travel Plan as the exemplar for all other Workplace Travel Plans in the county including the use of electric vehicles for use as pool vehicles to reduce the use of its 'grey fleet'.

Grey fleet is a term used to describe the use of employee's own vehicles for business use, for which a mileage rate is paid for claims made.

Other than those secured through the planning process we incentivise the adoption of Workplace Travel Plans through a travel grant scheme for businesses. This allows businesses with travel plans to apply for grant funding to provide sustainable travel infrastructure (cycle parking, lockers, showers etc) to encourage increased sustainable travel to work and reduced business travel.

Our primary focus is to work with major employers that do not have an existing travel plan or those that have a travel plan which requires updating.

Policy LTP SC2 – Workplace Travel Plans

We will continue to work with employers with the aim of reducing solo car use, promoting employee sustainable travel behaviour and reducing the need to travel by developing and reviewing Workplace Travel Plans and through the Travel for Work Hereford network. We will achieve this by:

- Focusing on major employers we will undertake site visits to audit existing sustainable travel infrastructure, provide a template travel survey and on-going guidance and advice regarding how the travel plan could be updated.
- Incentivising engagement by providing small-scale grants for sustainable travel infrastructure.
- Developing the Travel for Work Hereford network for disseminating travel promotions and providing personal travel advice direct to employees, and providing enhanced support to Hereford businesses.
- Encouraging smaller employers sharing sites to work together and develop shared resources to encourage sustainable travel.
- Encouraging reductions in grey fleet (employees own vehicle) mileage and promote measures to provide alternative means of travel.

School Travel Plans

The journey to and from school by car is a major contributor to peak hour car use within Hereford. Monitoring of morning peak vehicle flows in 2009 indicated a 20% reduction in traffic flows during non-term times within Hereford.

School Travel Plans promote the use of sustainable modes of travel to pupils and parents via soft measures, such as cycle training and promoting walking buses and car sharing. School Travel Plans contain targets for modal shift and a commitment to monitor travel patterns and revise and update the Action Plan.

Policy LTP SC3 – School Travel Plans

We will continue to encourage schools to develop and review established school travel plans that aim to reduce car use and promote sustainable travel behaviour.

Personalised Travel Plans

Personal Travel Planning (PTP) is typically delivered across large residential areas. It is a well-established method that informs and supports individuals that want to make sustainable travel choices.

Policy LTP SC4 – Personalised Travel Plans

We will deliver Personalised Travel Planning in the short term as part of the Destination Hereford project. Personalised Travel Planning will only be available to households within Hereford and will be delivered using best practice tools and techniques developed in other UK towns and cities including:

- One-to-one conversations, either at the doorstep or by telephone, between residents and trained field officers to encourage and motivate a change in behaviour.
- The provision of information on how to travel sustainably (for example, maps or guides about the local bus network, walking and cycling routes).
- Incentives to encourage the use of sustainable modes (for example, free prize draws, pedometers, water bottles and bus tickets).

The impact of Personalised Travel Planning in altering travel behaviour will be assessed through the Destination Hereford project and if successful consideration will be given to expanding this process to the market towns in the medium and long term.

Smarter Travel Choice Initiatives

To raise the level of awareness individuals have regarding their travel choices, we will deliver a range of Smarter Choice Initiatives designed to raise the profile of certain travel modes.

- **Choose Cycling:** Love to Ride, Adult and child cycle training, improved signage, encouragement for new cyclists through a series of led rides and promotion of bike hire
- **Choose Walking:** Walking Challenge and promotion of walking for health led walks
- **Choose Bus:** New travel information targeting new users and Try the Bus promotions involving local operators
- **Choose Smart Car Use:** Targeted promotions to encourage increased sign-up to twoshare.co.uk and also integration of Park & Share/ Park and Cycle to help more people to find a successful match

Policy LTP SC5 – Smarter Choice Initiatives

We will deliver and continue to develop the range of Smarter Choice Initiatives provided to enhance and promote smarter choices within Herefordshire including:

- **Supporting and Promoting Events**

We will continue to support and promote key national events and initiatives within Herefordshire, working with user groups to broaden awareness and encourage participation from the general public. We will also promote events via our network of Travel Plan contacts and will encourage employers and Head Teachers to support employees and schools to become involved. Examples of our supported events include:

- **Love to Ride website**

We will continue to support our on-line cycling community through our Love to Ride website which provides a range of information for new and returning cyclist.

- **Child and Adult Cycle Training**

We will support all Travel Plans by co-ordinating a programme of child and adult cycle training and providing advice on route selection and cycle maintenance classes. Child cycle training will be delivered via the school. Adult cycle training will be delivered across the county through our team of fully qualified Bikeability cycle training instructors.

- **Active Travel Signing Upgrade**

We will undertake a comprehensive review of signage for the city's transport network and will overhaul signing for pedestrians, cyclists and public transport. Raising awareness and informing travellers of the options they have, such as short cuts and safer routes is a key motivator to behaviour change.

- **Hereford Cycle Hire**

Hereford's first bike hire and loan scheme will be in operation from 2012/13 and is managed by our partner, HALO. The scheme will support those looking to trial cycling to work or college and enable us to directly market cycle training.

- **Walking Challenge**

To encourage increased walking, we will create Choose Walking challenge packs with hints and tips to boost regular walking, including a pedometer and a record sheet to track progress. In addition we will promote led walks and the annual Herefordshire Walking Festival.

- **Car Sharing – including Park and Share / Park and Ride**

We will promote our countywide car share scheme (www.twoshare.co.uk) as a core support for all Workplace Travel Plans and as a means of improving rural access. Herefordshire has a well-established car-sharing scheme available to all residents and people who work in or visit the county. The LTP will continue to support Twoshare as part of the national Liftshare network.

Building on Twoshare we will deliver a number of Park and Share sites which will provide rural commuters with more flexible options for car sharing, cycling and access to public transport. For many rural residents car sharing is not a viable option due to the large detours required to meet up. Park and Share will identify a network of hubs for car sharers to meet, en-route to their destination, enabling more people to match journeys.

In addition, Park and Share comprises a series of parking hubs on the fringes of Hereford to provide an even greater opportunity for sharing as journeys converge on the city. Many of these hubs, especially those near to Hereford and other settlements, will enable Park and Ride where users can integrate with existing bus services, and Park and Cycle hubs where users can complete journeys by bike. We have engaged with a wide range of private sector partners to identify a network of parking hubs and spaces which are donated free of charge for use by sharers. The Council is also providing spaces from its own property assets.

- **Car Clubs**

We will support the development of community led car clubs by facilitating the provision of parking spaces for car club cars. Allocated parking will only be provided following community consultation.

Herefordshire Council Local Transport Plan – Policy Statement

Development Control (Transport)

This policy statement contributes towards the delivery of the following LTP Objectives

- Support economic growth within Herefordshire by reducing congestion and improving journey time reliability;
- Ensure suitable access to housing and employment sites including the Rotherwas Enterprise Zone;
- Reduce the environmental impacts of traffic particularly CO₂, air quality and noise;
- Minimise the impact of transport on biodiversity, water quality, heritage landscapes and townscapes;
- Encourage sustainable travel choices by reducing the safety risks associated with their use;
- Improve Herefordshire's streetscape for residents, shoppers and visitors;
- Reduce the number and severity of road traffic accidents in Herefordshire by reducing the conflicts between different modes of transport, and reducing speeding and drink/drug driving; and
- Provide a road network that is safe and efficient and that provides a positive journey experience

As a statutory consultee in the planning process, Herefordshire Council as the Local Highway Authority has a duty to ensure that the transport network is fit for purpose.

We encourage a partnership-led approach in the design of new developments which are sustainable in transport terms and which mitigate their impact on the existing network. To deliver these outcomes new developments must be planned, designed and constructed in accordance with the National Planning Policy Framework and local policies. We encourage early consultation to maximise the development's sustainable potential, while minimising the impact of new and redevelopment of existing sites and minimising costs to the developer.

Policy LTP DC1 – Planning for Sustainable Developments

We will ensure that the impacts of development on the transport network are fully considered for new or re-development of existing sites. This will be achieved by working with developers to ensure:

- Those planning new developments' must follow locally adopted guidance, including Herefordshire Council's Highways Design Guide and Specification for New Developments.
- The hierarchy of transport modes is used to inform the design for new and re-

development of sites. This hierarchy is not an order or precedence for actual provision, but simply an order of consideration that seeks to ensure that decisions regarding development design are consistent with delivering the objectives of the LTP.

Highest 1	Pedestrians and people with mobility difficulties
2	Cyclists and public transport users
3	Commercial / business users and powered two wheelers
4	Car borne shoppers / visitors and coach borne visitors
Lowest 5	Car borne commuters

- New and re-developments are designed and located to minimise the impacts on the transport network, such that journey times and journey time reliability do not deteriorate. Measures to achieve this will include: locating new developments on existing walking, cycling, passenger transport and highway routes and services; maximising the use of non-car modes such that the impact on congested sections of the highway network are minimised and investing in walking, cycling and passenger transport infrastructure and services enabling new developments to be accessed without incurring on-going additional revenue costs to Herefordshire Council.
- New and re-development of existing sites are to be designed and constructed in a way that does not impact on the safety of highway users, and where located adjacent to existing problematic sites, incorporate solutions into the design.
- The inclusion of sustainable transport infrastructure is to be encouraged within the design of new and re-developments.
- New development and redevelopment of existing sites should always avoid severing routes used by cyclists or pedestrians or prejudice accessibility by walking or cycling. If development proposals do impact on the walking or cycling network then an alternative route must be provided by developers. The quality of alternative routes must be of equal or better quality than the one impacted by development without incurring on-going additional revenue costs to Herefordshire Council. Protect and incorporate into the design, historic transport routes such as dismantled railways to be used as sustainable transport links.
- Sustainable Urban Drainage principles will be applied to all developments where they are practical and technically feasible to manage surface water runoff and alleviate the risk of flooding.

Investment in transport infrastructure and services cannot be met solely from public funds. Financial contributions from the private sector and in particular the promoters of new land use developments, are required to reflect the impact placed on the capacity and operation of the transport network by new and re-developments.

Policy LTP DC2 – Developer contributions to mitigate the impacts of new and re-developments on the transport network

We will ensure that the impact of development on the transport services and network are fully considered when planning new land use developments and appropriate transport infrastructure and services are delivered to ensure accessible, sustainable

safe, environmentally friendly and maintainable developments. This will be achieved by:

- Ensuring that the appropriate levels of financial contributions are provided by developers towards the capital and on-going maintenance costs of on and off-site transport infrastructure and services considered necessary to mitigate their impacts to the transport network.

For more information on developer contributions please refer to Herefordshire Council's Planning Obligations Supplementary Planning Document.

Herefordshire Council Local Transport Plan – Policy Statement

Public Rights of Way

This policy statement contributes towards the delivery of the following LTP Objectives

- Reduce the number of short distance car journeys within Herefordshire by providing practical transport choices to support sustainable travel behaviour;
- Support everyday physical activity to improve the health and wellbeing of Herefordshire's residents;
- Encourage sustainable travel choices by reducing the safety risks associated with their use;
- Improve Herefordshire's streetscape for residents, shoppers and visitors;
- Protect Herefordshire's highway network from extreme weather; and
- Improve the condition of our roads, footways and cycle-ways, bridges, milestones, signage, street furniture and sustain their condition

Public Rights of Way include footpaths, bridleways, restricted byways and byways open to all traffic as part of the overall transport and access facilities of Herefordshire. Although these routes are managed through a Rights of Way Improvement Plan it is important to recognise their broad function in:

- Providing local access to bus and rail services and facilities such as schools, workplaces and local services.
- Encouraging and enabling people to use sustainable travel modes.
- Enabling people to take healthy exercise through walking, cycling and equestrian activities.
- Encouraging tourism.
- Providing access to countryside and green spaces.
- Improving community cohesion and safety through high levels of use of public space.

Parish Councils have statutory powers and also devolved funds through schemes such as the Parish Paths Partnership which they can use to undertake maintenance of our Rights of Way network. This opportunity will be enhanced through the provisions of the Localism Act.

Policy LTP PRW1 – Policy B3 Managing Public Rights of Way

We will develop, promote, manage and maintain our public rights of way network. This will involve:

- Ensuring that the value of these assets and the links which they enable are identified and built into our planning, decision making and scheme appraisal processes.

- Developing our asset management processes, as set out in the Transport Asset Management Plan, to provide for planned, proactive maintenance of public rights of way.
- Developing and deploying the categorisation and prioritisation system in consultation with stakeholders, including local communities and organisations representing rights of way users.
- Consulting with all local communities, as part of our accessibility planning process, to identify key route improvements which will enhance their access to a range of destinations and to public transport.
- Building key strategic and local links into our Local Development Framework and infrastructure lists in order to ensure that they can be safeguarded and improved through the Planning and Development Control processes.
- Working with landowners, developers and designers to ensure that developments (including roads) do not fragment the rights of way network and that every opportunity is taken to introduce enhancements.
- Developing and agreeing with all relevant stakeholders a mechanism to address the maintenance of bridges on the rights of way network.

Herefordshire Council Local Transport Plan – Policy Statement

Air Quality and Noise

This policy statement contributes towards the delivery of the following LTP Objectives

- Reduce the environmental impacts of traffic particularly CO₂, air quality and noise;
- Minimise the impact of transport on biodiversity, water quality, heritage landscapes and townscapes; and
- Improve Herefordshire's streetscape for residents, shoppers and visitors.

Air Quality

Local authorities have a duty under the Environment Act 1995 to review and assess local air quality within their areas. Generally air quality in Herefordshire is very good. The exceptions occur in central Hereford, Leominster and on the A40 at Pencraig.

In 2001 an Air Quality Management Area (AQMA) was declared along the A49 (T) corridor through Hereford City Centre. The Hereford City Air Quality Action Plan was developed in 2008 and identified 15 actions designed to improve air quality in the city. Changes to the existing AQMA boundary are being considered as pollution levels at Holmer Road are improving whilst pollution levels at Whitecross Road are deteriorating.

In 2005 an AQMA was declared along the A44 in Leominster covering the environment around the Bargates Junction, and an Air Quality Action Plan is in the process of being agreed. Monitoring of the A40 between Wilton to Pencraig indicates that the annual mean nitrogen dioxide threshold will be surpassed (greater than 40 NO₂ug/m³), but no formal AQMA has been designated. The extent of an A40 AQMA requires liaison with the Highway Agency who manage this trunk road.

Policy LTP AQ1 - Improving Air Quality

We will aim to reduce air pollution from traffic through measures to manage traffic and emissions levels. This will be achieved by:

- Developing and prioritising transport schemes which encourage the use of less-polluting transport modes, including walking, cycling and passenger transport within urban environments and in particular for journeys to, from or through Air Quality Management Areas.
- Developing Air Quality Management Plans, as appropriate; to mitigate the transport related causes of poor air quality.
- Working in partnership, particularly with the Highways Agency, developers and Town Councils to implement the mitigation measures identified in Air

Quality Management Plans to ensure that air quality does not further deteriorate.

- Ensuring that Transport Assessments provided in support of planning applications for new developments take account of the impact on air quality of traffic generated by new developments.
- Monitoring air quality, particularly on traffic sensitive streets, to identify at an early stage, potential air quality deterioration, and understand the transport related causes of the air quality determination and designate as appropriate Air Quality Management Area.

Noise

Noise maps showing noise levels from road, rail and industry are currently being produced for areas around the UK including the West Midlands as part of a study undertaken by Department for Environment Food and Rural Affairs. Noise maps for Herefordshire are not currently available but when produced they will highlight areas of concern so that future Action Plans can be developed.

Herefordshire Council Local Transport Plan – Policy Statement

Zero and Low Emission Vehicles

This policy statement contributes towards the delivery of the following LTP Objectives

- Reduce the environmental impacts of traffic particularly CO₂, air quality and noise; and
- Minimise the impact of transport on biodiversity, water quality, heritage landscapes and townscapes.

The majority of rural journeys in Herefordshire will continue to be made by motorised vehicles due to the distances travelled and the cost of providing passenger transport alternatives. The long-term future regarding how the car will be powered is not certain. Development of Zero and Low Emission Vehicles will be informed by market conditions governing world oil prices and technological advances particularly batteries.

Policy LTP ZLV 1 – Zero and Low Emission Vehicles

We will work with transport providers and businesses to encourage the use of more efficient vehicles:

- Aiming for all contracted services including bus services and for licensed taxis and private hire vehicles to comply with Euro 5 emission standards by 2018
- Demonstrating best practice by ensuring all Herefordshire Public Services fleet vehicles comply with the latest Euro Emission Standards
- Encouraging businesses through Work Place Travel Plans to limit 'grey fleet' business mileage and purchase and use more efficient fuel efficient vehicles as a pool fleet.
- Promoting more efficient driving styles and practices through training courses and awareness campaigns.
- Considering, where appropriate, increasing the availability of refuelling/charging points for electric vehicles on Herefordshire Public Services owned premises.

MEETING	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	ESTABLISHMENT OF HEALTH AND WELLBEING BOARD
REPORT BY:	HEAD OF GOVERNANCE

1. Classification

Open.

2. Key Decision

This is not an executive decision.

3. Wards Affected

County-wide.

4. Purpose

To consider the establishing of the Herefordshire Health and Wellbeing Board.

5. Recommendation(s)

THAT:

- a) The Herefordshire Health and Wellbeing Board be formally established.
- b) The draft terms of reference as appended be approved.
- c) The Membership of the Board to consist of :-

A STATUTORY CORE MEMBERSHIP of:

Further information on the subject of this report is available from
Geoff Hardy, Governance Services Manager, on (01432) 383408

**Two Herefordshire Councillors
nominated by the Council's Leader**

**Herefordshire Council's Director of Adult Social Services (Post held by the
Director for People's Services)**

**Herefordshire Council's Director of Children's Services (Post held by the Director
for People's Services)**

Herefordshire Council's Director of Public Health.

A representative of Herefordshire Healthwatch.

A representative of the Herefordshire Clinical Commissioning Group.

SUCH OTHER PERSONS AS THE COUNCIL THINKS APPROPRIATE namely:

A representative of NHS Commissioning Board Local Area Team

A representative of a carers support organisation

The Chief Executive of Herefordshire Council

A representative of 2Gether NHS Foundation Trust

A representative of Wye Valley NHS Trust

A representative of West Mercia Police

A representative of the business community in Herefordshire

**d) That the Chairman be the Cabinet Member for Health and Wellbeing and
the Vice Chairman be**

e) That only the core statutory Members of the Board have voting rights

**f) That the Monitoring Officer be authorised to make any necessary
consequential amendments to the Council's Constitution.**

6. Key Points Summary

- The Shadow Health and Wellbeing Board was established by Council in March 2011 with the Chairman being the relevant portfolio holder for Health and Wellbeing

- Certain appointments are stipulated in law (eg Head of Adult Social Care) but several categories of Membership of the Board are at the discretion of the Local Authority and the Board respectively
- Once the Board is established it has the power to appoint such other additional persons as it thinks appropriate
- Once the Board is established, the Council can only appoint further members to the Board after consultation with the Board
- Council must establish the Board by 1 April 2013.

7. Alternative Options

The Council can reject or modify the draft terms of reference and proposed membership and propose alternatives.

8. Reasons for Recommendations

The Health and Social Care Act 2012 (The Act) requires the Local Authority to establish a Health and Wellbeing Board. The proposals will establish a Board in accordance with legal requirements and in line with the arrangements for the Shadow Board agreed by Council in March 2011.

9. Introduction and Background

The Act establishes Health and Wellbeing Boards. Prior to the Act being passed, the Council established a Shadow Board in March 2011.

The Health and Social Care Bill proposed a statutory Core Membership subsequently included in the Act:

- a. at least one Councillor nominated by the Leader.
- b. the Director of Adult Social Services
- c. the Director of Children's Services
- d. the Director of Public Health
- e. a representative of Health Watch
- f. a representative of each Clinical Commissioning Group
- g. Such other persons , or representatives of such other persons , as the Local authority thinks appropriate.

Council established a Shadow Board on 4 March 2011 to be chaired by a Cabinet Member, agreeing that the membership of the Shadow Board should include:

- those executive members of the Cabinet whose current areas of responsibility are encompassed by the powers and duties of the Shadow Board
- the Chief Executive (of Herefordshire Council)
- those officers whose jobs include the roles of Director of Adult Social Services, Director of Children's Services and Director of Public Health (as defined in clause 26 of the Health and Social Care Bill of 2011).
- a representative of LINK (Local Involvement Network)
- a representative of the Herefordshire Primary Care Trust
- a representative of Hereford Hospitals Trust or (from 1st April 2011) the new Integrated Care Organisation for Herefordshire
- a representative of the Herefordshire GP Consortium
- a representative of the voluntary and community sector in Herefordshire
- a representative of the business community in Herefordshire

provided that the Shadow Board may at its discretion include such further representatives as it shall determine;

The Shadow Board subsequently added the following representatives to the Board:

- Healthwatch representative (now part of the statutory core membership replacing the Local Involvement Network).
- 2Gether NHS Foundation Trust representative
- West Mercia Police Representative

The Health and Social Care Act 2012 also requires that the National Commissioning Board must appoint a representative to join the Health and Wellbeing Board to participate in the Board's preparation of the Joint Strategic Needs Assessment or the Joint Health and Wellbeing Strategy.

If the Board requests the NHSCB must appoint a representative to join the Board when considering a matter relating to the exercise or proposed exercise of the commissioning functions of the NHSCB in relation to the Authority's area.

The Board represents a unique and novel approach to providing strong local leadership and encouraging integration in a major area of the public sector.

10. Key Considerations

The Board as a whole will be accountable to Council by means of annual reporting. Individual members of the Board who are not Herefordshire Councillors will be accountable to the respective body or interest represented.

There is a statutory presumption that all Board members will have voting rights including officers and co-optees (contrary to the usual position on Council Committees) upon establishment unless the Shadow Board asks the Council to specifically limit voting rights. The Shadow Board are asking the Council for this limitation to the 'core' statutory membership only as it too early to predict how the Board will evolve.

Publication of the Regulations , albeit later than expected, has confirmed the position in respect of the disapplication of the political proportionality rules, the delegation of work to individuals or sub-committees and the rules on disqualification of membership. They have also confirmed by omission that the Standards Code applies to all members of the Board by virtue of the status of the Board as a Committee constituted under Section 102 of the Local Government act 1972.

The main proposals in this report were discussed by the Health and Wellbeing Board at its meeting on 19 February 2013 and were supported by the Board.

11. Community Impact

Health and Wellbeing Boards represent a unique type of Committee novel in membership and approach. The remit of the Board is wide and it is able to make recommendations involve itself across the whole sector of the provision of health related services.

12. Equality and Human Rights

The recommendation pays due regard to the public sector equality duty under the Equalities Act.

13. Financial Implications

There are implications in respect of officer time and administration for the Council and NHS bodies. There are similar considerations as respect other public bodies and third sector representatives in respect of attendance.

14. Legal Implications

Failure to establish the Board by the statutory deadline of 1 April 2013 would be unlawful and could render the Council liable to challenge.

15. Risk Management

15.1 Failure to constitute a Board by 1 April 2013 could render the Council liable to legal challenge for breach of statutory duty.

15.2 Failure to establish a Board would present a reputational risk to the Council.

16. Consultees

Shadow Health and Wellbeing Board

17. Appendices

1. Draft Terms of Reference.

18. Background Papers

None.

Appendix 1

Terms of Reference

Herefordshire Health and Wellbeing Board

Introduction

Herefordshire Health and Wellbeing Board (HHWB) is established by virtue of S194 of the Health and Social Care Act 2012 (the 2012 Act). It is taken to be a Committee appointed by Herefordshire Council under S102 of the Local Government Act 1972 by virtue of the 2012 Act.

Its duties are as follows:-

- To encourage those who arrange the provision of any Health or Social Care Services in Herefordshire, to work in an integrated manner for the purpose of advancing the health and wellbeing of the people of Herefordshire.
- To provide such advice, assistance or other support as it thinks appropriate for the purpose of encouraging the making of prescribed arrangements under S 75 National Health Service Act 2006.
- To encourage those who arrange for the provision of any health related services in Herefordshire to work closely with HHWB.
- To encourage the close working of those providing health or social care services with those who arrange for the provision of health related services in Herefordshire.
- To prepare a Health and Social Care Joint Strategic Needs Assessment for the County.
- To prepare a Health and Wellbeing Strategy to meet those needs.
- To exercise any functions that are exercised by Herefordshire Council by arrangement, barring overview and scrutiny functions.
- To give HHWB's opinion, as appropriate, to Herefordshire Council as to whether the Council is discharging its duty to have regard to any assessment of relevant needs prepared by the Council or the Clinical Commissioning Group in the exercise of its functions .

- To prepare and publish a local Pharmaceutical Needs Assessment under S206 of the 2012 Act.

Principles

HHWB will actively pursue:-

- Providing the strongest local leadership for the improvement of the health and wellbeing of the people of Herefordshire.
- Monitoring and supporting relevant bodies to achieve any health and wellbeing targets.
- Promoting and committing to joint working and integration wherever possible between partner organisations.
- encouraging a shared commitment towards health and wellbeing between the partner organisations including respect for each other's working culture
- Fostering effective working relations based on mutual trust.
- Ensuring that commissioning decisions for health and wellbeing are consistent with the Herefordshire Health and Wellbeing Strategy and take full account of the joint strategic needs assessment for Herefordshire.
- Acting with collective responsibility

Membership

The core membership of the HHWB is as follows:-

Two Herefordshire Councillors
nominated by the Council's Leader.

Herefordshire Council's Director of Adult Social Services.

Herefordshire Council's Director of Children's Services.

Herefordshire Council's Director of Public Health.

A representative of Herefordshire Healthwatch.

A representative of the Clinical Commissioning Group.

Such other persons as the Council thinks appropriate

Additional Members Comprise:-

Such other persons as HHWB may consider appropriate

A temporary representative from the National Health Service Commissioning Board, for the purpose of preparing the Joint Strategic Needs Assessment or Health and Wellbeing Strategy

A temporary representative of the NHS commissioning Board where HHWB is considering a matter that relates to the exercise or proposed exercise of the NHS Board's commissioning functions.

[Note :The NHS Commissioning Board representative need not be a member of the board however.]

Chairman and Vice Chairman

HHWB will be headed by a Chairman who is the Herefordshire Council Cabinet member whose current areas of responsibility are encompassed by the powers and duties of HHWB nominated as such by the Leader of the Council. A Vice Chairman shall be appointed annually by the Board . The term of office for the Chairman will coincide with their holding of the relevant portfolio .

Working Groups and Sub-Committees

The HHWB may establish such Working Groups, Officer Groups and Sub-Committees as necessary to achieve its objectives and will employ the maximum flexibility with regards to membership, utilising temporary and co-opted members as appropriate.

Status

By virtue of its status as a Council appointed Committee under S102 of the Local Government Act 1972, the Governance rules which bind the Council through its Constitution also bind HHWB.

In particular however

1. The Access to Information provisions contained in the Local Government Act 1972 apply to HHWB in respect of giving appropriate notice to the public of meetings and making available background papers .
2. The rules on political proportionality of Membership of HHWB or its Sub- Committees or Working Groups are disapplied.
3. The Council's Code of Conduct for Members is applicable to HHWB. In respect of the declaration of interests, Members of HHWB personally have to determine whether it

is appropriate to make any declaration or not including declarations of discloseable pecuniary interest on the appropriate register.

4. HHWB Core Members only will have voting rights.

Accountability

Whilst HHWB has accountability to the Council by means of an annual report, there is an expectation of an effective working relationship with Herefordshire Council's Overview and Scrutiny Committees, in particular Health and Social Care Overview and Scrutiny Committee. Individual Members of the Board may be held to account by the organisations they represent.

Transparency

Formal meetings of HHWB or any Sub-Committee of it are held in Public and the question of any Confidential items are dealt with in accordance with the Access to Information Rules . These rules do not apply to Officer Groups or Task and Finish Groups that the Board or its Sub-Committees may appoint.

Questions from the Public will be accepted in writing not less than eight clear working days prior to a meeting of the HHWB and one supplementary question is allowed.

	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	ANNUAL REPORT ON EXECUTIVE DECISIONS
REPORT BY:	LEADER OF THE COUNCIL

1. Classification

Open

2. Key Decision

This is not a key decision

3. Wards Affected

County-wide

4. Purpose

To note Executive Decisions made under the urgency provisions in the Access to Information Rules.

5. Recommendation(s)

THAT:

Council notes the content of this report.

6. Key Points Summary

- Insert bullet point key issues from report.

7. Alternative Options

None

Further information on the subject of this report is available from Geoff Hardy , Governance Services
Manager
on Tel: (01432) 383408

8. Reasons for Recommendations

The requirements of regulation 19 of the Local Authorities (Executive Arrangements)(Meetings and Access to Information) (England) Regulations 2012 state that the Executive Leader of the Council must submit at least one report annually containing details of each executive decision taken where the making of the decision was agreed as urgent in accordance with Regulation 11.

9. Introduction and Background

9.1 The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 came into force on 10 September 2012. These regulations included a requirement for the Executive Leader or elected Mayor to submit a report at least annually on executive decisions made using the urgency provisions.

9.2 Council has adopted the provisions of these regulations into its Access to Information Rules contained in part 4 section 2 of its Constitution.

9.3 In respect of urgency the Constitution states as follows:-

“4.2.17.1 If because of the date by which a decision must be taken, paragraph 4.2.16 (general exception) cannot be followed, then the decision can only be taken if the decision maker (if an individual) or the Chairman of the body making the decision, has obtained the agreement of

- a the Chairman of the relevant Scrutiny Committee; or
- b if there is no Chairman of the relevant Scrutiny Committee or in his /her absence, the Chairman of the Council, or
- c in the absence of the Chairman of the relevant Scrutiny Committee or the Chairman of the Council the Vice-Chairman of the Council.
- d that the making of the decision is urgent and cannot reasonably be deferred.

As soon as reasonably practicable after agreement has been obtained in accordance with paragraph 4.2.17.1 a notice setting out the reasons why the meeting is urgent and cannot reasonably be deferred must be made available at the Designated Office and published on the Council’s website.”

9.4 In the period since the coming into force of the new Regulations and the revised Access to Information Rules, two Decisions have been made under the Urgency provisions.

9.5 On 7 September 2012 the Council published notice that the Cabinet would be making a Key Decision To seek agreement to conduct final negotiations for the delivery of improved Broadband infrastructure; and in so doing authorise Herefordshire Council’s financial contribution to the project and to progress the terms of a Partnership Agreement between Herefordshire Council and Gloucestershire County Council to oversee the delivery of the Borders Broadband project. The Chairman of Overview and Scrutiny Committee agreed to this (i) being considered in private should it be necessary under Regulation 5 and (ii) to the item being considered notwithstanding the publication of the Agenda at less than 5 clear days’ notice under Regulation 11 owing to the requirement to finalise the terms of the agreement with Gloucestershire Council.

9.6 On 4 October 2012 the Council published notice that the Cabinet Member Enterprise and Culture would be making a Key Decision to approve the development of the project of a new Hereford Archive and Records Centre and the associated submission of a planning application on 11 October 2012. The Chairman of Overview and Scrutiny Committee

agreed to the item being considered at less than 5 clear days' notice under Regulation 11 as compliance with the notice period would have been impracticable and the decision was an urgent one that could not reasonably be deferred.

10. Key Considerations

This report is to note only.

11. Community Impact

None Identified

12. Equality and Human Rights

This decision pays due regard to our public sector equality duty.

13. Financial Implications

None

14. Legal Implications

By considering this report the Council is meeting its obligations under the quoted Regulations.

15. Risk Management

There are no risks identified.

16. Consultees

None

17. Appendices

None

18. Background Papers

18.1 None identified.

MEETING:	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	ANNUAL REPORT OF THE AUDIT AND GOVERNANCE COMMITTEE 2012/13
REPORT BY:	AUDIT AND GOVERNANCE COMMITTEE
MEMBERSHIP:	J STONE (CHAIR), JW MILLAR (VICE-CHAIR), CNH ATTWOOD, EMK CHAVE, PG CUTTER, AJ HEMPTON-SMITH, TM JAMES, BRIG P JONES CBE, PJ MCCAULL, (there is one vacancy currently)

1. Classification

Open.

2. Key Decision

This is not an executive decision.

3. Wards Affected

County-wide.

4. Purpose

To inform Council of the work undertaken by the Audit and Governance Committee during the current municipal year 2012/13.

5. Recommendation

THAT the report be noted.

6. Key Points Summary

- The Council's Constitution requires that annual reports are received from committees to Council (Constitution, Part 4 - Procedure Rules, paragraph 4.1.6.3 m refers).
- This report summarises the work of the Audit and Governance Committee since the last annual report was received at the Annual Meeting of Council on 25 May 2012.
- Since the Annual Meeting of Council, the Committee has met on five occasions: 6 July, 21 September, 12 November, 5 December 2012 and 19 February 2013. To make efficient use of the Committee's time, meetings were cancelled in October 2012 and January 2013. Further meetings are planned for the remainder of the year.

7. Alternative Options

- 7.1 There are no alternative options as the report is for information purposes only.

8. Reasons for Recommendations

- 8.1 To comply with the requirements of the Council's Constitution.

9. Introduction and Background

- 9.1 The role of the Audit and Governance Committee expanded from January 2012 to include consideration and recommendation of any future changes that were necessary to the Council's Constitution.
- 9.2 Arising from the implementation of the Localism Act 2011 and the adoption of the Council's new Code of Conduct, the role of the Committee further expanded from July 2012 to enable the Committee to consider standards complaints against Councillors that had been investigated or could not be resolved informally.
- 9.3 An overview of the principal reports considered during the year to date is provided below.

6 JULY 2012

Draft Annual Governance Statement 2011/12

- 9.4 The Committee considered the draft Annual Governance Statement 2011/12 for inclusion in the Statement of Accounts for 2011/12; the statement came before the 21 September 2012 meeting of the Committee for final approval, see paragraph 9.16 below.
- 9.5 Issues discussed by the Committee included: Adult Social Care overspends and the actions being taken to address the issues; the different roles of the Committee and the scrutiny function; the Section 151 officer role; and information on partner organisations.

Annual Internal Audit Plan 2012/13

- 9.6 The Committee considered and approved the Annual Internal Audit Plan 2012/13; the document is an integral part of the Council's internal control assurance process.
- 9.7 It was noted that work was being carried out on financial systems, the delivery of various projects, and data protection.

Annual Audit Fee Letter and Audit Work 2011/12

- 9.8 The Committee received and noted the contents of the Audit Commission's Annual Audit Plan 2011/12, including the planned outputs and the indicative fee; this was £274,672 for 2011/12, representing a reduction of £15,000 on the 2010/11 fee.
- 9.9 Issues discussed by the Committee included: risks for the authority, including the implementation of a new financial ledger system and capital accounting model; the actions taken in response to the identification of a suspected fraud; the final accounts process; and the challenges in respect of Adult Social Care and the transformation programme.

Audit and Governance Committee Update from the Audit Commission

- 9.10 An update was provided on the progress of the Audit Commission in delivering their responsibilities as the Council's external auditors for 2011/12. Grant Thornton would become the Council's external auditors for 2012/13.

21 SEPTEMBER 2012

Statement of Accounts 2011/12

- 9.11 The Committee considered and approved the Statement of Accounts 2011/12; this is a technical document setting out the Council's financial accounting information, in accordance with legal and accounting requirements.
- 9.12 Additional matters discussed by the Committee included: the need to monitor reserves carefully; the requirement under the Localism Act 2011 for each local authority to produce a Pay Policy Statement; and the Committee's interest in receiving information from the Council's partner organisations.

Annual Governance Report 2011/12

- 9.13 The Committee considered the statutory Annual Governance Report for 2011/12; this set out the external auditor's opinions on the Council's financial statements for 2011/12, arrangements for securing value for money, and recommendations for further improvements in the Council's governance arrangements arising from their audit work.
- 9.14 Attention was drawn to: changes during the financial year, including the use of a new integrated ledger system (Agresso) and the preparation of the annual accounts by Hoople Ltd.; the fact that there were no significant uncorrected errors in the accounts; and the additional work required to complete the Whole of Government Accounts return. The Committee also discussed Hoople Ltd.'s admittance to the Local Government Pension Scheme and work being undertaken to review the Council's Service Level Agreements.
- 9.15 In addition to noting the Annual Governance Report and approving the Draft Letter of Representation, the Committee recommended to the Overview and Scrutiny Committee that the consideration of value for money of the proposed Waste Management PFI contract be included in its regular work programme.

Annual Governance Statement 2011/12

- 9.16 The Committee considered and approved the Annual Governance Statement 2011/12.
- 9.17 Arising from the discussion, the Committee requested further information on the principles by which Health and Safety was being administered within the Council, see paragraph 9.36 below.

Annual Assurance Report 2011/12

- 9.18 The Committee received the Annual Assurance Report 2011/12; this summarised the internal audit work undertaken and provided an overall internal audit opinion.
- 9.19 It was the opinion of Internal Audit that the Council had adequate and effective risk management, control and governance processes to manage the achievement of its objectives except for those areas highlighted as limited; agreed improvement plans were in place for those areas.

The Annual Council Meeting

- 9.20 The Committee considered a report about amending the business to be discussed at the Annual Meeting of Council, to distinguish between the civic and ceremonial aspects and the consideration of regular business.
- 9.21 Council received a report on this matter at its 28 September 2012 meeting (minute 46).

Review of Overview and Scrutiny Structure

- 9.22 The Committee received a report on proposed changes to the Overview and Scrutiny structure, the principal proposal being the establishment of two Overview and Scrutiny Committees, namely: a Health and Social Care Overview and Scrutiny Committee, and a General Overview and Scrutiny Committee. The Committee considered arrangements for the roll-out of the dual-committee structure, to enable an effective transition to take place.
- 9.23 Council received a report on this matter at its 28 September 2012 meeting (minute 47).

Grant of Dispensations Under the Localism Act 2011

- 9.24 Arising from the Relevant Authorities (Disclosable Pecuniary Interests) Regulations, the Committee considered a report which proposed the delegation of the power to grant dispensations in respect of Members' participation in decision-making, where a member had a disclosable pecuniary interest.
- 9.25 It was also proposed that the Council's Procedure Rules be amended to require a member with a disclosable pecuniary interest to vacate the meeting unless a dispensation had been granted.
- 9.26 Council received a report on these matters at its 28 September 2012 meeting (minute 48).

Community Governance Review

- 9.27 Council had previously decided that a community governance review of the areas of Ross Town Council and Ross Rural Parish Council, would take place in the autumn of 2013, and had authorised the Audit and Governance Committee to undertake all community governance reviews and to make recommendations to Council on the matter (minute 62 of 2 March 2012).
- 9.28 The Committee considered a report about the setting-up of a sub-committee for the purpose of conducting the reviews and appointed the members that had been nominated by Group Leaders to the sub-committee, to be chaired by Councillor Hempton-Smith.

Transitional Arrangements for Standards Cases

- 9.29 The Committee received a confidential report which outlined all of the Standards complaints that were unresolved as at 1 July 2012, when the old Standards regime was abolished under the Localism Act 2011.
- 9.30 It was agreed that any case from the Standards Committee not concluded as at 1 July 2012 be referred to the Standards Panel for consideration and complainants requesting a review of any decision of the Standards Committee be advised that no right to request a review now existed. It was also agreed that the Monitoring Officer be authorised to appoint parish / town council representatives to assist the Standards Panel in progressing complaints.

12 NOVEMBER 2012

Annual Accounts Action Plan

- 9.31 The Committee noted the Audit Commission's Annual Audit Letter 2011/12 and approved the action plan for the closure of the 2012/13 accounts.
- 9.32 It was noted that the Audit Commission had issued an unqualified opinion on the Council's financial statements. The Commission had concluded that the Council had made proper arrangements to secure economy, efficiency and effectiveness in its use of resources. Four key issues for the Council in 2012/13 were identified, namely: Financial Position; Adult Social Care; Waste Disposal PFI Contract; and the Health and Social Care Act.
- 9.33 The Committee also discussed matters relating to procurement savings, the accounts timetable, Safeguarding budget pressures, and the Root and Branch Review process.

Work Programme 2012/13

- 9.34 The Committee received a proposed work programme as a basis for future agenda items. The work programme focussed on the transaction of financial and audit business, as governance matters would require a greater degree of flexibility and responsiveness.

Internal Audit Progress 2012/13

- 9.35 The Committee was updated on the progress of internal audit work, with attention drawn to key internal control issues arising from work recently completed. At the date of the meeting, one audit review had been finalised and seven reviews were being completed by Audit Services, with draft reports issued in four areas.

Health and Safety

- 9.36 The Committee received a report which summarised the actions undertaken in response to the audit of the Health and Safety management system, improvements made by the Health and Safety Team and Resilience Group, and work in progress to raise the Corporate Assurance Grading in readiness for a follow-up audit.

The Monitoring Officer's Annual Report 2011/12

- 9.37 The Committee received a report from the Assistant Director (Law, Governance and Resilience) about matters within the responsibility of the Monitoring Officer and the Council's performance for 2011/12 with regard to complaints under the standards framework; 55 complaints had been lodged during the course of the year.

Report of the Standards Panel: Breach of the Members' Code of Conduct by Councillor MAF Hubbard

- 9.38 The Committee considered a report on a breach of the Code of Conduct by Councillor MAF Hubbard and agreed to report the outcome to Council.
- 9.39 The Committee also requested a report on the powers and sanctions available to the Committee in respect of standards cases under the Localism Act 2011, see paragraph 9.49 below.

5 DECEMBER 2012

Notices of Motion

- 9.40 The Committee considered a report on the Procedure Rules in respect of Notices of Motion and recommended amendments to Council, alongside the adoption of a related protocol.

Standards Panel Report, 22 November 2012

- 9.41 The Committee considered a report on a breach of the Code of Conduct by Councillor GA Powell and agreed to report the outcome to Council.

19 FEBRUARY 2013

Annual Audit Fee Letter

- 9.42 The Committee received and noted the contents of the external auditor's Annual Fee Letter, including the planned outputs and the indicative fee; this was £164,803, representing a reduction of £109,869 on the 2011/12 fee. The Committee discussed arrangements for additional work.

Communication with the Audit and Governance Committee

- 9.43 The Committee received and noted a report which outlined the process to ensure that there was effective two-way communication between the Committee and the external auditor.
- 9.44 It was noted that any changes to the Auditing Standards document would be reported back to the Committee. Committee Members expressed a wish to receive reports in respect of related parties.
- 9.45 In accordance with recommended practice for all local authorities nationally, a meeting was to be held with the auditors to provide an opportunity for Committee Members to ask questions informally.

Internal Audit Progress 2012/13

- 9.46 The Committee was updated on progress made with internal audit work, with attention drawn to key internal control issues arising from work recently completed. At the date of the meeting, seven audit reviews had been finalised and nine reviews were being completed by Audit Services, with draft reports issued in four areas.
- 9.47 Two reviews had been graded as providing 'Limited Assurance' and these areas would be further reviewed in 2013/14 to ensure that recommendations had been implemented. The Committee also requested that a report on Public Health - Food Licensing be presented to a future meeting.
- 9.48 The Committee noted the need for assurance that appropriate systems were in place in respect of procurement and the monitoring of contracts.

Powers and Responsibilities in Relation to Standards Complaints

- 9.49 In relation to standards complaints against Councillors under the Localism Act 2011, the Committee received and noted a report on the powers and responsibilities of the Audit and Governance Committee, Council, the Monitoring Officer, Independent Persons and the Standards Panel.

- 9.50 The Committee discussed the report and the circumstances of recent cases. The Committee also heard the views of appointed Independent Persons. The key points included: the new process needed time to develop and establish best practice; the Committee needed an appropriate level of detail to enable it to make informed decisions about the complaints referred to it; examples of possible action were not exhaustive and it should be made clear that further or alternative actions might be considered subject to Monitoring Officer advice; and the need to clarify the role of Council.
- 9.51 It was agreed that a report be provided to Group Leaders with a view to circulation to all Members of the Council for information.

Dispensations

- 9.52 The Committee received and noted a report on the grant of dispensations to all Members of the Council to allow them to participate in the decisions on the setting of the Budget and Council Tax for 2013/14.

10. Background Papers

- 10.1 None identified.

MEETING	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	ANNUAL REPORT OF OVERVIEW AND SCRUTINY COMMITTEE (DECOMMISSIONED 15/10/12)
REPORT BY:	OVERVIEW AND SCRUTINY COMMITTEE
MEMBERSHIP:	<p>A SELDON (CHAIRMAN), JW MILLAR (VICE-CHAIR), AM ATKINSON, PL BETTINGTON, WLS BOWEN, MJK COOPER, PGH CUTTER, EPJ HARVERY, MAF HUBBARD, RC HUNT, TM JAMES, BRIG P JONES CBE, JLV KENYON, R PREECE, SJ ROBERTSON, P RONE, PJ WATTS.</p> <p>STATUTORY CO-OPTES – MR P BURBIDGE (ROMAN CATHOLIC CHURCH), MISS E LOWENSTEIN (SECONDARY SCHOOL PARENT GOVERNOR), MR T PLUMER (PRIMARY SCHOOL PARENT GOVERNOR), MR P SELL (CHURCH OF ENGLAND)</p>

1. Classification

Open

2. Key Decision

This is not an executive decision

3. Wards Affected

County-wide

4. Purpose

To inform Council of the work undertaken by Overview and Scrutiny Committee from May 2012 to October 2012.

5. Recommendation

THAT: The report be noted.

6. Key Points Summary

- The scrutiny function is a statutory requirement by virtue of Part 2 of the Local Government Act 2000 and subsequently the Localism Act 2011.
- From May 2012 to October 2012 the Overview and Scrutiny Committee discharged this function.
- On 28 September 2012 Council approved a new scrutiny structure that decommissioned the Overview and Scrutiny Committee and replaced this with two separate committees, namely: Health and Social Care Overview and Scrutiny Committee and General Overview and Scrutiny Committee.
- The Overview and Scrutiny Committee was decommissioned on 15 October 2012.

7. Alternative Options

- 7.1 There are no Alternative Options as the report is for information purposes only.

8. Reasons for Recommendations

- 8.1 To comply with the requirements of the Council's Constitution.

9. Introduction and Background

- 9.1 2011-2012 has been a difficult transitional period for overview and scrutiny. The newly structured committee was approved in May 2011. Elections were held in the same month and as such the work programme was not set until July 2011. Work was not commenced on scrutiny topics until September 2011 and there was a change of Chairmanship on 18 November 2011. On 28 September 2012 Council approved a new scrutiny structure that consisted of two separate Overview and Scrutiny Committees, one for general scrutiny and one for health and social care scrutiny.
- 9.2 The Overview and Scrutiny Committee consisted of one politically proportionate Overview and Scrutiny Committee with the power to set up task and finish groups with six Vice-Chairmen each responsible for a particular themed area.
- 9.3 Councillor A Seldon was elected as Chairman of the Overview and Scrutiny committee with Councillor JW Millar being appointed as Vice-Chairman.
- 9.4 The Overview and Scrutiny Committee operated on a monthly cycle and held seven meetings between 18 May 2012 and 12 October 2012. The only exception to this cycle was an extra meeting held on 3 October 2012.
- 9.5 A summary of the work undertaken by the Overview and Scrutiny Committee is set below.

Summary of Work Undertaken By Overview and Scrutiny

9.6 Scrutiny Reviews

The following in-depth scrutiny reviews have been completed this year by Task and Finish Groups:

- Review of West Mercia Ambulance Service integrated pathways and 'Make Ready' scheme.
- Review of Wye Valley Trust (Stroke and Trauma Reviews)

9.7 The following in-depth scrutiny review is in progress

- Housing Allocations Policy

Pre-Decision Scrutiny

9.7 The following matters were subject to pre-decision scrutiny:

- Youth Services Review
- Scrutiny Structure Review
- Strategic Plan for Transforming Adult Services 2012/15
- Adult Social Care Fees and Charges 'Fairer Charging' Policy
- Consultation on the Local Development Framework and Local Transport Plan
- Root and Branch Review for Older People; Customer Services; Housing Economy and Regulatory Services; Streetscene

9.8 Performance Reports

The Committee received performance reports and updates from the following bodies:

- Herefordshire Clinical Commissioning Group
- Wye Valley Trust
- 2gether
- West Midlands Ambulance Service

Scrutiny of Partners

9.9 The Committee has scrutinised the work of the following partners:

- Herefordshire Community Safety Partnership: The Committee has a statutory role in scrutinising this partnership. The Committee has considered current issues and priorities for the partnership and the refreshed Community Safety Partnership 2011-2014.

Reviews and Consultations

9.10 The Committee has responded to a number of consultations. Namely:

- NHS Midlands and East Stroke Services Review
- Consultation on Local Authority Health Scrutiny

Other Matters

9.11 The Committee has also received the Executive responses to five task and finish groups on: Adult Safeguarding in Herefordshire; Planning System Review; Council Procurement Policy; Income and Charging and Tourist and Temporary Event Signage. Receiving the Executive responses is an imperative element to scrutiny as it allows Members of the

Committee to see whether the recommendations that they have made have been taken forward by the Cabinet.

- 9.12 The Committee reviewed the Streetscene Root and Branch and Strategic Service Delivery Partnership Reprourement Process.
- 9.13 The Committee had an agenda item on the overview of healthcare in Herefordshire and invited the attendance of Wye Valley Trust, Clinical Commissioning Group and the West Mercia Cluster. This agenda item was of considerable interest as the Health Care system within the UK is in a time of extreme transitional change. This meeting encompassed the notion of obtaining input from the relevant bodies on where they were in the transition period and any problems that they envisioned going forward.
- 9.14 The Committee received three updates. Updates are diarised into the work programme after recommendations or plans have been made or alternatively, if the Committee sought clarification on specific issues. The updates were on:
- Agresso/Framework I
 - Hereford Futures Structure and Governance
 - Locality Working

Public Participation

- 9.15 Public speaking is considered a key part of scrutiny. A number of questions were put to the scrutiny committee regarding the Local Development Framework and Local Transport Plan. One question was received regarding the relationship between Hereford Futures and the Local Transport Plan and Local Development Framework.

Scrutiny also received three suggestions for future scrutiny from members of the public.

10. Background Papers

- 10.1 None identified.

MEETING	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	ANNUAL REPORT OF GENERAL OVERVIEW AND SCRUTINY COMMITTEE
REPORT BY:	GENERAL OVERVIEW AND SCRUTINY COMMITTEE
MEMBERSHIP:	<p>A SELDON (CHAIRMAN), EPJ HARVEY (VICE-CHAIR), EMK CHAVE, BA DURKIN, DW GREENOW, JW HOPE MBE, RC HUNT, TM JAMES, BRIG P JONES CBE, RL MAYO, R PREECE, GR SWINFORD, DB WILCOX</p> <p>STATUTORY CO-OPTES – MR P BURBIDGE (ROMAN CATHOLIC CHURCH), MISS E LOWENSTEIN (SECONDARY SCHOOL PARENT GOVERNOR), MR T PLUMER (PRIMARY SCHOOL PARENT GOVERNOR), MR P SELL (CHURCH OF ENGLAND)</p>

1. Classification

Open

2. Key Decision

This is not an executive decision

3. Wards Affected

County-wide

4. Purpose

To inform Council of the work undertaken by Overview and Scrutiny Committee from October 2012 to February 2013.

5. Recommendation

THAT:

- (a) the report be noted.**

Further information on the subject of this report is available from Gemma Dean, Scrutiny Officer
on Tel: (01432) 260088

6. Key Points Summary

- The scrutiny function is a legal requirement by virtue of Schedule 2 of the Localism Act 2012.
- Prior to October 2012 General Scrutiny was dealt with by the Overview and Scrutiny Committee.
- On 28 September 2012 Council approved a new scrutiny structure that decommissioned the Overview and Scrutiny Committee and replaced this with two separate Committees, namely: Health and Social Care Overview and Scrutiny Committee and General Overview and Scrutiny Committee.
- The Overview and Scrutiny Committee was decommissioned on 15 October 2012. The new General Overview and Scrutiny Committee has been in effect since this date.

7. Alternative Options

- 7.1 There are no Alternative Options as the report is for information purposes only.

8. Reasons for Recommendations

- 8.1 To comply with the requirements of the Council's Constitution.

9. Introduction and Background

- 9.1 On 15 October 2012 the previous Overview and Scrutiny Committee was decommissioned. The new General Overview and Scrutiny Committee was established and Councillor A Seldon was elected as Chairman and Councillor EPJ Harvey was elected as Vice-Chairman.
- 9.2 The General Overview and Scrutiny Committee operates on a monthly cycle and has held four meetings since 16 November 2012 to 7 February 2013.
- 9.3 An extraordinary meeting was called on 1 February 2013 to consider the budget and in particular, the adult social care budget. This Committee was held in conjunction with the Health and Social Care Overview and Scrutiny Committee as the extra money needed from the budget for adult social care would have a direct effect on other parts of the Council.
- 9.4 General Overview and Scrutiny have been required to look at high profile matters since November 2012. The Medium Term Financial Strategy and the Budget for 2013/14 were very complex and controversial areas given the overspend and projected increase in adult social care for the County.
- 9.5 The Call-In of the variation to the Retail Quarter (Old Livestock Market) attracted a lot of interest from Members of the Public and the press.
- 9.6 The Local Development Plan, Local Transport Plan and Community Infrastructure Levy are also entering into the important stage of consultation. A Community Infrastructure Levy Task and Finish Group was set up to enable pre scrutiny of this new and technical element of the Local Development Plan.

- 9.7 A summary of the work undertaken by the Overview and Scrutiny Committee is set below.

Summary of Work Undertaken By Overview and Scrutiny

Scrutiny Reviews

- 9.8 The following in-depth scrutiny reviews are in progress

- Community Infrastructure Levy
- Housing Allocations Policy

Pre-Decision Scrutiny

- 9.9 The following matters were subject to pre-decision scrutiny:

- Consultation on the Local Development Framework, Local Transport Plan and Community Infrastructure Levy
- Budget and Emerging Options
- Medium Term Financial Strategy
- Council Budget 2013-2014

Call In

- 9.10 There was one call in of the Cabinet decision concerning the variation to the Retail Quarter (Old Livestock Market).

Updates

- 9.11 The Committee has heard updates on:

- Overview and Scrutiny Task and Finish Group on Fees and Charging
- Overview and Scrutiny Task and Finish Group on Council Procurement Policy and Local Business and Local Employment
- Overview and Scrutiny Task and Finish Group on Tourist and Temporary Events Signage
- Hereford Futures Governance
- Overview and Scrutiny Task and Finish Group on Planning Systems Review

Other Matters

- 9.12 The Chairman in consultation with the Cabinet Member for Environment, Housing and Planning arranged a seminar on planning enforcement.
- 9.13 The Chairman conducted intelligence gathering from Members on the Amey Contract and submitted the findings to the Cabinet Member.

Public Participation

- 9.14 Public speaking is considered a key part of scrutiny. A number of questions were put to the scrutiny committee regarding the Call-in of the Cabinet decision concerning the variation to the Retail Quarter (Old Livestock Market) Development Agreement. One further question was received regarding the Community Infrastructure Levy.

10. Background Papers

10.1 None identified.

MEETING	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	ANNUAL REPORT OF HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE
REPORT BY:	HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE
MEMBERSHIP:	JW MILLAR (CHAIRMAN), SJ ROBERTSON (VICE-CHAIR), PA ANDREWS, PL BETTINGTON, WLS BOWEN, MJK COOPER, KS GUTHRIE, JLV KENYON, JG LESTER, MD LLOYD-HAYES, GA POWELL, J STONE, PJ WATTS

1. Classification

Open

2. Key Decision

This is not an executive decision

3. Wards Affected

County-wide

4. Purpose

To inform Council of the work undertaken by the Health and Social Care Overview and Scrutiny Committee from October 2012 to February 2013.

5. Recommendation

THAT:

- (a) the report be noted.**

6. Key Points Summary

- Prior to October 2012 Health and Social Care Scrutiny was dealt with by the Overview and Scrutiny Committee.
- Council on 28 September 2012 decided that the former Overview and Scrutiny Committee, which had sole responsibility for all the Council's scrutiny functions, be replaced by two committees, namely: Health and Social Care Overview and Scrutiny

Further information on the subject of this report is available from Gemma Dean, Scrutiny Officer
on Tel: (01432) 260088

Committee and General Overview and Scrutiny Committee.

- The new Health and Social Care Overview and Scrutiny Committee has been in effect since October 2012.

7. Alternative Options

- 7.1 There are no Alternative Options as the report is for information purposes only.

8. Reasons for Recommendations

- 8.1 To comply with the requirements of the Council's Constitution.

9. Introduction and Background

- 9.1 On 15 October 2012 the previous Overview and Scrutiny Committee was decommissioned. The new Health and Social Care Overview and Scrutiny Committee was established and Councillor JW Millar was elected as Chairman and Councillor SJ Robertson was elected as Vice-Chairman.
- 9.2 The Health and Social Care Overview and Scrutiny Committee operates on a monthly cycle and has held four meetings since 16 November 2012 to 7 February 2013.
- 9.3 An extraordinary meeting was called on 1 February 2013 to consider the budget and in particular, the adult social care budget. This Committee was held in conjunction with the General Overview and Scrutiny Committee as the extra money needed from the budget for adult social care would have a direct effect on other parts of the Council.
- 9.4 In the short time that the Committee has been established it has had a large amount of complex information to contend with. The health system in the UK is undergoing radical changes in its organisation. New organisations such as the Health and Wellbeing Board and Healthwatch have been created and as such relationships are being established with these new bodies. The way in which healthcare is commissioned and serviced is also changing and this has meant that there have been numerous presentations on the new bodies and ways of working.
- 9.5 One other topic that has been high on the Committee's agenda is the OFSTED 'inadequate' rating of Herefordshire Council's early help and child protection services (not including Looked-After Children). The Committee has set up a task and finish group to work alongside the Safeguarding Improvement Board. This task and finish group will be a long term one that shall involve extensive training with the Local Government Association and Centre for Public Scrutiny.
- 9.6 One further major topic of work has been regarding the adult social care budget. As a result of the extra money needed for adult social care, the amount available to the other services within the Council will be decreased. In response to this the Committee established a joint task and finish group and meeting with the General Overview and Scrutiny Committee. The Committee also has regular updates on the Adult Social Care Transformation Plan.
- 9.7 A summary of the scrutiny work undertaken by the Health and Social Care Overview and Scrutiny Committee is set out below.

Summary of Work Undertaken By Health and Social Care Overview and Scrutiny

Scrutiny Reviews

9.7 The following in-depth scrutiny reviews have been completed this year by Task and Finish Groups:

- Safeguarding Arrangements For Children (Looked-After Children)

Current Scrutiny Reviews

9.8 Recovery Plan for Safeguarding Children

Pre-Decision Scrutiny

9.9 The following matters were subject to pre-decision scrutiny:

- Use Review – Outdoor Education
- Council Budget for 2013-2014

Performance Reports

9.10 The Committee has received performance reports from the following health bodies:

- Wye Valley Trust
- 2gether

Other Matters

9.11 Other matters brought before the Committee:

- OFSTED Safeguarding Report
- Quarterly Report on the Strategic Plan for the Transformation of Adult Social Care
- Presentations from – Arden, Clinical Commissioning Group, Health and Wellbeing Board and Healthwatch
- 2 x updated reports on Recovery Plan for Safeguarding Children
- The Executive response to the Task and Finish Group on Safeguarding Children

Public Participation

9.12 Public participation is considered a key part of scrutiny. Two questions have been asked by members of the public.

10. Background Papers

10.1 None identified.

MEETING	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	ANNUAL REPORT OF THE REGULATORY COMMITTEE
REPORT BY:	REGULATORY COMMITTEE
MEMBERSHIP:	JW HOPE MBE (CHAIRMAN), RC HUNT (VICE-CHAIRMAN), CM BARTRUM, PL BETTINGTON, BA DURKIN, BRIG. P JONES CBE, PJ MCCAULL, C NICHOLLS, FM NORMAN, GA POWELL.

1. Classification

Open

2. Key Decision

This is not an executive decision

3. Wards Affected

County-wide

4. Purpose

To inform Council of the work undertaken by the Regulatory Committee and Regulatory Sub-Committee from May 2012 to February 2013.

5. Recommendation

THAT:

- (a) **The report be noted.**

6. Key Points Summary

- The Council's Constitution requires that annual reports are received from committees to Council (Constitution, Part 4 - Procedure Rules, paragraph 4.1.6.3 m refers).
- This report summarises the work of the Regulatory Committee and the Regulatory Sub-Committee since the last annual report was received at the Annual Meeting of Council on 25 May 2012.

Further information on the subject of this report is available from Ricky Clarke, Democratic Services Officer on Tel: (01432) 261885

7. Alternative Options

- 7.1 There are no Alternative Options as the report is for information purposes only.

8. Reasons for Recommendations

- 8.1 To comply with the requirements of the Council's constitution.

9. Introduction and Background

- 9.1 For the last municipal year Councillor JW Hope MBE was elected as Chairman of the Committee with Councillor RC Hunt being appointed as Vice-Chairman.
- 9.2 The Regulatory Committee has met on four occasions between 22 May 2012 and 15 January 2013.
- 9.3 The Regulatory Sub-Committee has held 17 meetings between 11 June 2012 and 26 February 2013. These meetings have been convened on an ad-hoc basis to meet with application deadlines as set out in the Licensing Act 2003.

HIGHWAYS ACT 1980 SECTIONS 118 & 119 – PUBLIC FOOTPATH DIVERSION ORDERS

- 9.4 The Sub-Committee has granted 13 applications for Public Path Diversion Orders for which there has been agreement with interested parties, user groups, the local parish councils and the local Ward Councillors.
- 9.5 The 2010 constitutional changes were aimed at delegating more day to day functions to officers, however the changes were not clear in respect of the rights of way functions. Therefore certain functions such as the authorisation to make diversion orders under section 119 have remained with the Regulatory Sub-Committee.
- 9.6 Currently, most notices and orders are authorised and signed by officers. However the constitutional changes in January 2010 did not set out the level at which those decisions should be delegated to, nor did it clarify all the functions that should move from the Regulatory Committee to officers. Legal and Committee services have now clarified the situation and are of the view that all decision making regarding public rights of way should rest with delegated officers. Therefore it is considered appropriate that Rights of Way decisions should be made by suitably delegated officers.

APPLICATIONS FOR HACKNEY CARRIAGE AND PRIVATE HIRE LICENCES – LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976

- 9.7 In April 2012 the Regulatory Committee considered a report regarding an uplift of taxi fees in order to move towards full cost recovery in line with Council policy. The report was deferred for further discussions with the trade and further research. In May 2012 the Regulatory Committee agreed to the revised taxi fees subject to a review after 9 months to ensure that the fees were appropriate. This review was undertaken in January 2013 where the Committee were advised that there would be a shortfall of approximately £9500 in the current financial year due to the late implementation of the revised fees as well as a reduction in taxi drivers throughout the County. It was however noted that the service should operate on a full cost recovery basis from 2013-2014.

- 9.8 In December 2012 the Regulatory Committee considered an application for a 7% increase to the Hackney Carriage fares which had been received from the Taxi Association and other members of the trade. The Committee considered representations from the trade and decided that a 7% increase was acceptable.
- 9.9 Applications for the reinstatement, renewal or grant of Hackney Carriage/Private Hire driver's licences have been referred to the Regulatory Sub-Committee in accordance with the Council's terms and conditions and the advice on the interpretation of spent convictions and medical requirements. Incidents involving the conduct of drivers have also been heard. Applications for the renewal or transfer of vehicle licenses have also been submitted to the Sub-Committee in cases where applicants were late with their applications and were in breach of the Council's licensing conditions, or they wished to transfer a licence to a vehicle that does not comply with those conditions.
- 9.10 The applicants, licence holders and their representatives gave details of the grounds for their applications and provided the Sub-Committee with their personal circumstances. In the case of the applications for vehicle licences, the applicants explained the circumstances which had prevented them from renewing their licences within the Council's prescribed timescale or why they wanted to transfer their licences.

The applications were dealt with as follows:

- Three applications to licence vehicles were refused as the vehicles did not comply with the standard vehicle conditions.
- One application to licence a vehicle outside of the standard vehicle conditions was permitted because the Committee were satisfied with the evidence and reasons given by the applicant during the hearing.
- Two drivers' licences which were suspended by the Taxi and County Transport Badge Officer's Panel were reinstated by the Committee as they were satisfied with evidence and reasons given by the appellant during the hearing.
- One driver's licence was suspended for one month because of incidents which had resulted in penalty points being issued to the driver under the Council's Penalty Points Scheme.

LICENSING ACT 2003

- 9.11 The Sub-Committee has also determined applications referred to it in respect of the Licensing Act 2003.

The applications were dealt with as follows:

- Five applications for new premises licences were granted.
- One application to vary an existing premises licence was granted.
- Six applications to review premises licence were considered by the Sub-Committee. Of these, one licence was suspended for a period of three months whilst the other five were addressed through appropriate conditions.
- One application for an expedited review was considered by the Sub-Committee.

- 9.12 The Licensing Act 2003 was amended by the Violent Crime Reduction Act 2006 which
- Formal Report Template DRAFT 3Oct12

gave Licensing Authorities new provisions which allowed a quick process for dealing with premises licensed under the Licensing Act 2003 when the police consider that the premises concerned is associated with serious crime or serious disorder or both. The Sub-Committee have determined one such 'expedited review' application in the last year. In July 2012 an application from West Mercia Police for an expedited review was received by the Council after a premises within the city centre was found to be in possession of a large quantity of contraband alcohol. The Premises Licence was suspended within 48 hours of the application being received and was later revoked at a full review hearing once HMRC had confirmed that the alcohol had not been subject to UK duty.

GAMBLING ACT 2005

- 9.13 The Sub-Committee has also determined applications referred to it in respect of the Gambling Act 2005.
- 9.14 The Committee have granted two applications for additional gaming machines at licenced premises in Commercial Road, Hereford and Ledbury Road, Hereford.

GUARDIANSHIP UNDER SECTION 7 OF THE MENTAL HEALTH ACT 1983

- 9.15 Guardianship is a process prescribed by the Mental Health Act 1983 with the purpose of enabling a service user to receive care outside hospital when it can not be provided without the use of compulsory powers. The guardian has three specified powers: the right to decide where the service user should live; to require the service user to attend for treatment, work, training or education at specific times and places; and to require that a specified person has access to the service user at the place where they live.

Therefore, guardianship involves a curtailment of the rights of the service user. An application for guardianship needs to be made by an Approved Mental Health Professional, on the recommendation of two doctors. The application is made to the Local Social Service Authority (LSSA). If the LSSA accepts the application it becomes the Guardian.

In Herefordshire the LSSA is the Council. The LSSA has the power to discharge guardianship at any time, but has a duty to consider discharge when guardianship has been renewed by the responsible clinician. This duty has been delegated to the Regulatory Sub Committee.

The Sub-Committee has received one application for a guardianship request to date. The Sub-Committee decided that the Guardianship order should continue.

10. Background Papers

- 10.1 None identified.

MEETING	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	ANNUAL REPORT OF THE PLANNING COMMITTEE
REPORT BY:	PLANNING COMMITTEE
MEMBERSHIP:	PGH CUTTER (CHAIRMAN), BA DURKIN (VICE-CHAIRMAN), PA ANDREWS, AN BRIDGES PJ EDWARDS, DW GREENOW, KS GUTHRIE, J HARDWICK, JW HOPE MBE, MAF HUBBARD, RC HUNT, BRIG P JONES CBE, JG LESTER, RI MATTHEWS, FM NORMAN, AJW POWERS, GR SWINFORD AND PJ WATTS. (there is one vacancy currently)

1. Classification

Open

2. Key Decision

This is not an executive decision

3. Wards Affected

County-wide

4. Purpose

To inform Council of the work undertaken by the Planning Committee from May 2012 to February 2013.

5. Recommendation

THAT:

- (a) **The report be noted.**

6. Key Points Summary

- The Council's Constitution requires that annual reports are received from committees to Council (Constitution, Part 4 - Procedure Rules, paragraph 4.1.6.3 m refers).
- This report summarises the work of the Planning Committee since the last annual report was received at the Annual Meeting of Council on 25 May 2012.

Further information on the subject of this report is available from Ricky Clarke, Democratic Services Officer on Tel: (01432) 261885

7. Alternative Options

- 7.1 There are no Alternative Options as the report is for information purposes only.

8. Reasons for Recommendations

- 8.1 To comply with the requirements of the Council's constitution.

9. Introduction and Background

- 9.1 For the last municipal year Councillor PGH Cutter was elected as Chairman of the Committee with Councillor BA Durkin being appointed as Vice-Chairman.
- 9.2 The Committee has continued to operate on a three week cycle throughout the year with fifteen meetings being held between 16 May 2012 and 20 February 2013.
- 9.3 Due to a large number of applications being brought before the Committee, an extraordinary meeting was held on 7 November 2012.
- 9.4 During the year the Committee dealt with a number of major applications including the erection of a county archive and records centre on land at the junction of Fir Tree Lane and the B4399 Straight Mile Road, Rotherwas, Hereford. The building was designed to meet Passivhaus standards in terms of its energy efficiency through the use of south-facing orientation of the front of house element and use of significant amounts of glazing, energy efficient boilers, triple glazing, heat recovery and low temperature radiators.
- 9.5 The Committee also granted planning permission for the relocation of Hereford Rugby Football Club together with an enabling residential development of 190 houses (35% affordable units) to land at Hollywell Gutter Lane. The application proposed a mixed-use development comprising of 6 new grass senior pitches (2 of which were floodlit) and 2 grass junior pitches, a full size floodlit all weather pitch, clubhouse, indoor training and an area for allotments.
- 9.6 Other applications granted by the Planning Committee have included the Hereford Bull Sculpture located in High Town, the extension to Blackmarston Day School and the refurbishment and extension to Elmhurst, Venns Lane, for a 51 bed nursing home specialising in care for the Elderly Mentally Infirm.
- 9.7 The Committee was dealt with the applications referred to it as follows:
- approved as recommended - 31
 - approved contrary to recommendation - 9
 - refused as recommended - 2
 - refused contrary to recommendation - 10
 - Deferred for site inspection - 2
 - Deferred for further discussions with the applicant - 4
 - Deferred for a further information report - 2

Policy

- 9.8 The National Planning Policy Framework (NPPF) was published by the Government on the 27 March 2012. The NPPF is a key part of the Government's reforms to make the planning system less complex and more accessible, to protect the environment and to promote sustainable growth. It replaces national planning policy and guidance, which was previously delivered in the form of Planning Policy Statements (PPSs) and Planning Policy Guidance (PPGs).

Enforcement

- 9.9 The Planning Committee have received updates in respect of enforcement action undertaken throughout the County during the year. Between 1 May 2012 and 31 January 2013, 434 enforcement cases were opened. Of these cases the majority related to either 'Unauthorised operational development' (156), 'Unauthorised material change of use' (137) or 'Breach of Planning Condition' (65). The remaining cases related to matters including 'Development Contrary to Approved Plans', 'Unauthorised Work to a Listed Building' and 'Untidy Land'.
- 9.10 Within the same period the Enforcement Team closed 472 cases. The correlation of activities was similar to the cases opened with the majority relating to 'Unauthorised operational development' (160), 'Unauthorised material change of use' (119) or 'Breach of Planning Condition' (81). Out of the cases closed, 173 were closed as there was no apparent breach, 108 were resolved through negotiation or compliance, in 86 cases it was not expedient to take action and 67 cases were resolved by planning permission being approved. In 6 cases enforcement action was taken and compliance was secured.

Appeals

- 9.11 The Committee has received information reports in respect of 36 planning appeals. Of these appeals 25 were dismissed, 8 were allowed and 3 were withdrawn. Costs in respect of the appeals were awarded to the Council on two occasions, to the appellant on two occasions and refused on two occasions.

Public Participation

- 9.12 Public speaking is considered a key part of the planning process, with parish councillors, supporters and objectors encouraged to attend Committee Meetings in order to have their say. The Planning Committee have heard representations from 79 Public speakers (20 Parish Councillors, 24 Objectors and 35 Supporters) over the last 10 months.

10. Background Papers

- 10.1 None identified.

MEETING:	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	BREACH OF THE MEMBERS' CODE OF CONDUCT BY COUNCILLOR MARK HUBBARD
REPORT BY:	ASSISTANT DIRECTOR - LAW, GOVERNANCE AND RESILIENCE

1. Classification

1.1 Open.

2. Key Decision

2.1 This is not a key decision.

3. Wards Affected

3.1 County-wide

4. Purpose

To advise Council of the findings of the Audit and Governance Committee in relation to breaches of the Members' Code of Conduct by Councillor Mark Hubbard.

5. Recommendation

THAT: Council notes the breaches of the Members' Code of Conduct by Councillor Mark Hubbard, as detailed below.

6. Key Points Summary

- The Standards Panel considered both complaints and agreed what sanctions would be appropriate to recommend to the Monitoring Officer, for decision by the Audit & Governance Committee.
- The complaints, and the Standards Panel's recommendations on them, were summarised as follows:

Complaint 1208:

- (a) On 29 March 2012, the Subject Member removed confidential documents from the office of an officer of Herefordshire Council without permission.
- (b) The Subject Member did not dispute the facts. In mitigation, the Subject Member stated that he had acted on impulse in a heightened emotional state, having felt frustrated at being denied access to a document. The Subject Member stated that he realised immediately that he had done the wrong thing, did not look at the contents of the envelope marked 'Private & Confidential', and immediately took steps to acknowledge his error and return the envelope to the officer. The Subject Member stated that he deeply regretted his action and acknowledged that it was likely to affect the trust between members and Council officers.
- (c) The Panel accepted the Subject Member's statement that he had not looked at the contents of the envelope and had taken immediate steps to correct his actions. Nevertheless, the Panel took the view that his conduct could have had serious consequences for the Council. The Panel considered the Ten General Principles of Public Life that define the standards that members should uphold, which serve as a reminder of the purpose of the Code of Conduct and which form part of the code. The second principle states: "**Honesty and integrity** – members should not place themselves in situations where their honesty and integrity may be questioned, should not behave improperly, and should on all occasions avoid the appearance of such behaviour."
- (d) **The Panel agreed that the Subject Member had failed to comply with this general principle of public life in that he had removed from a Council office a document marked 'Private & Confidential' to which he was not entitled.**

Complaint 1209

- (a) On 28 March 2012, the Subject Member attended a local member briefing meeting with the Council's Director for Places and Communities (DfPC), at which the DfPC briefed members on a forthcoming report to Cabinet, emphasising that certain elements of the report were exempt from publication for reasons of commercial confidentiality. The DfPC had reminded the members of the requirement to maintain confidentiality. On 5 April, the Hereford Times published a front page picture of the Subject Member holding the confidential report to Cabinet.
- (b) The Subject Member did not dispute the facts. In mitigation, the Subject Member stated that he felt that he was acting in the public interest in disclosing the confidential report, and that he had acted according to his own principles of open and honest government. The Subject Member stated that he had not sought advice from Council officers or discussed his intention to disclose the report with them before doing so. He stated that the press deadline required swift action so that the report would become public before the Cabinet meeting, and encourage members of the public to attend the Cabinet meeting. The Subject Member said that he had acted in his capacity as ward member for the ward affected by the report, and not in his capacity as leader of the 'It's Our County' group. The Panel asked if, while the Subject Member may have thought he was acting in the public interest, he was also motivated by a wish to bring political pressure on the Council by encouraging the public to attend the Cabinet meeting. The Subject Member acknowledged this.
- (c) **The Panel considered that the Subject Member had failed to comply with paragraph 4(a)(iv) of the Code of Conduct. They accepted that the Subject Member believed that his disclosure of the exempt document would be in the public interest. However, the Panel considered that the Subject Member had**

had sufficient time to follow established procedures for consulting fellow members and officers before disclosing the report, and that he had failed to do so. The subject of the report had been available to him via the Council's Rolling Programme for some months. He had therefore failed to follow due process in order to comply with the reasonable requirements of the Council.

- The Standards Panel, and the Audit and Governance Committee, have both considered the position under the Code of Conduct in force at the time of the complaint. The new Code of Conduct currently in force has similar requirements, specifically in paragraph 10: "Members shall at all times conduct themselves in a manner which will tend to maintain and strengthen the public's trust and confidence in the integrity of the Authority..."; and in paragraph 11 (h)(iv) in relation to disclosure of information in the public interest. Both the Panel and the Committee therefore consider that very similar conclusions would have been reached had the conduct been considered against the new code.
- The Standards Panel made the following recommendations, which were approved by the Audit and Governance Committee on 12 November 2012:
 - **the Audit and Governance Committee be asked to present a report on the consideration of the investigation of the complaints to the next full Council meeting; and**
 - **training should be arranged for the Subject Member to ensure he is fully apprised of the established processes for seeking advice.**

7. Alternative Options

- 7.1 The report is brought before Council for formal noting only, and therefore there are no alternative options:

8. Reasons for Recommendations

- 8.1 The Audit and Governance Committee agreed with the findings of the Standards Panel, that the subject member had failed to comply with one of the Ten General Principles of Public Life that define the standards that members should uphold, which serve as a reminder of the purpose of the Code of Conduct and which form part of the code.
- 8.2 The Committee considered that the subject member had also failed to comply with paragraph 4(a)(iv) of the Code of Conduct.
- 8.3 One option open to the Audit and Governance Committee, in dealing with the breaches of the Code, is to report them formally to Council.

9. Introduction and Background

- 9.1 The Standards Panel, comprising Mr Jake Bharier (Appointed Independent Person), Councillor Chris Chappell (Local Authority Advisor) and Mr Richard Gething (Parish and Town Council Advisor), met on 02 November 2012 to consider two complaints about Councillor Mark Hubbard of Herefordshire Council, which had been made by the Chief Executive of Herefordshire Council.

- 9.2 The complaints had been investigated independently by Ms Olwen Dutton of Bevan Brittan, under the former Standards system for resolving complaints against Councillors. Under this system, the complaint had been referred for a final determination hearing. A few days after the decision to refer was made, the former system was abolished (on 30 July 2012). A new process for dealing with complaints came into effect on 01 July 2012, in accordance with the Localism Act 2011.
- 9.3 Under the new process, complaints which were otherwise ready for final determination under the old regime, but which had not been concluded by the Standards Committee, fell to be considered by a newly constituted Standards Panel who would consider the facts and/or previous findings and make an appropriate report to the Audit and Governance Committee.

10. Key Considerations

- 10.1 The Audit and Governance Committee agreed that the subject member had failed to comply with one of the Ten Principles of Public Life and with Paragraph 4(a)(iv) of the members' Code of Conduct. The Panel considered that such conduct could have seriously affected the reputation of the Council and that the subject member had failed to follow due process in order to comply with the reasonable requirements of the Council.

11. Community Impact

- 11.1 None identified arising directly from this report.

12. Equality and Human Rights

- 12.1 No impact on public sector equality identified.

13. Financial Implications

- 13.1 None arising directly from this report.

14. Legal Implications

- 14.1 The Council's Standards Committee and the previous regime for resolving complaints about the conduct of elected members were abolished on 1st July 2012 by the Localism Act 2011. Complaints unresolved at that date fall to be concluded in accordance with the new scheme to ensure a clear transition from the previous standards regime to the new local complaints system. The content of this report complies with the requirements of the Localism Act.

15. Risk Management

- 15.1 If complaints are not handled expeditiously then public confidence may be undermined and the Council's ethical credibility may also be undermined.

16. Consultees

- 16.1 None.

17. Appendices

- 17.1 None.

18. Background Papers

- 18.1 None.

MEETING:	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	BREACH OF THE MEMBERS' CODE OF CONDUCT BY COUNCILLOR GLENDA POWELL
REPORT BY:	HEAD OF GOVERNANCE

1. Classification

1.1 Open.

2. Key Decision

2.1 This is not a key decision.

3. Wards Affected

3.1 County-wide

4. Purpose

To advise Council of the findings of the Audit and Governance Committee in relation to breaches of the Members' Code of Conduct by Councillor Glenda Powell.

5. Recommendation

THAT: Council notes the report.

6. Key Points Summary

- A complaint was made in December 2010 about allegations made by Councillor Glenda Powell in relation to the Northolme Community Centre Association.
- The Standards Panel met on 22 November 2012 to consider the complaint.
- The panel considered the facts of the case and the comments of both the complainant and the subject member, and decided that there had been a breach of the Code of Conduct.
- The Audit and Governance Committee received the recommendations of the Independent Person at its meeting on 5 December 2012.

- The Audit and Governance Committee agreed that the subject member had failed to comply with the members' Code of Conduct.

7. Alternative Options

- 7.1 The report is brought before Council for formal noting only, and therefore there are no alternative options:

8. Reasons for Recommendations

- 8.1 The Committee accepted the findings of the Standards Panel that the subject member had failed to comply with the Code of Conduct.
- 8.2 One option open to the Audit and Governance Committee, in dealing with the breaches of the Code, is to report them formally to Council which ensures that all members of the Council are aware of the breach of the Code of Conduct.

9. Introduction and Background

- 8.3 The Standards Panel met on Thursday 22 November 2012 to consider a complaint made on 2 December 2010 that Councillor Glenda Powell had failed to comply with the Members' Code of Conduct.
- 8.4 The process of addressing the complaint had already commenced under the previous scheme. It had been referred for investigation following consideration by an assessment sub-committee.
- 8.5 The investigation was not concluded owing to delays resulting from the ill health of both subject member and the investigating officer's mother. On 1 July 2012, the standards system was abolished. The implementation of a new system and the statutory requirement to appoint Independent Persons resulted in further delays in resolving the complaint.
- 8.6 The Panel considered the facts of the case and the comments of both the complainant and the subject member, and decided that there had been a breach of the Code of Conduct.
- 8.7 The Panel discussed and agreed what sanctions it would be appropriate to recommend to the Monitoring Officer for decision by the Audit and Governance Committee.

10. Key Considerations

- 10.1 The Standards Panel considered the complaint and agreed what sanctions would be appropriate to recommend to the Monitoring Officer, for decision by the Audit & Governance Committee.
- 10.2 Complaint SC1031 was made on 2 December 2010, by the Secretary / Director of the Northolme Community Centre Association (NCCA). The complaint relates to an e-mail that the subject member sent to a resident of Belmont parish, following his attendance at a seminar on 21 July 2010, which the subject member had also attended. In the e-mail, the subject member expressed concern about a comment made at the seminar

by the resident, that the Northolme Community Centre and the Belmont Community Centre, both of which are within the parish of Belmont, should be managed by the same group of people. In the e-mail, the subject member suggested that:

- the people running the Northolme Community Centre were not outward looking and excluded those not in their “clique”;
- the community centre association members and the community centre were under investigation by the Charity Commission;
- an Extraordinary General Meeting of the Association on 25 June 2010 was null and void because it had not complied with Charity Commission rules;
- at that meeting on 25 June, two committee members who tried to speak were shouted down by local residents; and
- because an Annual General Meeting had not been held in accordance with Charity Commission requirements, the Charity Commission could close down the Community Centre.

10.3 The panel considered that the allegations in the subject member’s e-mail were unsubstantiated, and that they could be damaging to the NCCA. The panel therefore considered that the subject member had failed to comply with the Code of Conduct. The relevant sections of the Code were:

Part 1, paragraph 2 of the Code of Conduct

- (1) You must comply with this code whenever you:
 - (b) act, claim to act or give the impression you are acting as a representative of your authority.

Part 1, paragraph 3 of the Code of Conduct

- (1) You must treat others with respect.

Part 1, paragraph 5 of the Code of Conduct

You must not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute.

10.4 The panel noted that the new Code of Conduct, implemented on 20 July 2012, contained equivalent provisions in the Rules of Conduct, paragraphs 1(a) and 11(b).

10.5 The panel noted that on 23 March 2010, an assessment sub-committee of the Herefordshire Standards Committee had considered another complaint made by a representative of NCCA against the subject member. The assessment sub-committee had decided to refer the complaint to the monitoring officer of Herefordshire Council, but this had been subsumed in the decision on this complaint, SC1031.

10.6 The panel considered the options for penalties in respect of the complaint. The Independent Person made the following recommendations, that, in respect of the subject member’s position as a member of Herefordshire Council:

- the Audit and Governance Committee be asked to present a report on the consideration of the investigation of the complaint to the next full council meeting;
- the Audit and Governance Committee be asked to recommend to council to consider whether it was appropriate for the member to be appointed or nominated by the authority as a representative to external bodies;
- training should be arranged for the subject member to ensure she is fully aware of the provisions of the members' Code of Conduct.

10.7 The Audit and Governance Committee considered the Standards Panel report on 5 December 2012; both Councillor Powell and the Independent Person addressed the Committee. Although in broad agreement with the report and the recommendations – particularly in relation to training, the Committee did not support the recommendation relating to membership of outside bodies. Consequently, the resolution of the Committee was as follows:

'That:

- (a) The report of the Standards Panel meeting on 22 November 2012 be noted; and
- (b) The following recommendations of the Independent Person be approved:
 - 1) the Audit and Governance Committee present a report on the consideration of the investigation of the complaint to Council; and
 - 2) the Monitoring Officer be requested to arrange training for the subject member, to be undertaken by the subject member within three months of the date of this meeting.'

11. Community Impact

11.1 None identified arising directly from this report.

12. Equality and Human Rights

12.1 No impact on public sector equality identified.

13. Financial Implications

13.1 None arising directly from this report.

14. Legal Implications

14.1 The Council's Standards Committee and the previous regime for resolving complaints about the conduct of elected members were abolished on 1st July 2012 by the Localism Act 2011. Complaints unresolved at that date fall to be concluded in accordance with the new scheme to ensure a clear transition from the previous standards regime to the new local complaints system. The content of this report complies with the requirements of the Localism Act.

15. Risk Management

- 15.1 If complaints are not handled expeditiously then public confidence may be undermined and the Council's ethical credibility may also be undermined.

16. Consultees

- 16.1 None.

17. Appendices

- 17.1 None.

18. Background Papers

- 18.1 None identified.

MEETING:	COUNCIL
DATE:	8 MARCH 2013
TITLE OF REPORT:	LEADER'S REPORT
REPORT BY:	LEADER OF THE COUNCIL

1. Classification

Open

2. Key Decision

This is not an executive decision

3. Wards Affected

County-wide

4. Purpose

To provide an overview of the Executive's activity since the last report to Council in November.

5. Recommendation(s)

THAT:

The overview of the Executive's activity be noted.

6. Report

Planning for the Future

- 6.1 The November meeting of Council approved the corporate plan, where the priorities for the organisation were set out to ensure a focus on:
- Creating and maintaining a successful economy;
 - Enabling residents to be independent and lead fulfilling lives with resources focussed on supporting the most vulnerable; and
 - The council supporting delivery through efficient and effective operations that deliver value for money.
- 6.2 Cabinet has focussed much of its attention on developing its Medium Term Financial Strategy and budget proposals to ensure that resources are appropriately aligned to these priorities. That budget was approved by Council in February and, whilst there are

undeniable challenges ahead we have put in place robust monitoring and assurance processes to support delivery.

- 6.3 The feedback and comments provided both through the Your Community Your Say engagement process and the subsequent budget consultation exercise have been welcomed, and will be taken into consideration in the planning and implementation of any changes to service delivery through the year.
- 6.4 We must collectively continue to review what services we provide as well as we provide them. This is necessary to ensure that the council's resources are directed only at providing those services needed to meet our corporate plan priorities. It is also vital that we implement a whole council approach to prevention and early intervention to ensure that people are able to access the information and advice they need at an early enough stage so that they can remain active and independent and do not need higher cost support services. This requires a fundamental review of the future role of the council, and will form the focus of the *Herefordshire 2020* root & branch review, underpinned by changes to the way in which we make information and services available to customers through better use of technology and local networks. I hope that all members will wish to engage in this review.

Herefordshire's People

6.5 The Executive has taken the following decisions:

- Cabinet received a progress report on transition arrangements for public health and agreed the novation of contracts and transfer of staff to be effected on 1 April 2013 in line with national requirements
- Cabinet has considered a report on the current priorities and future focus of both the Herefordshire Safeguarding Children Board and the Herefordshire Safeguarding Adults Board
- The Cabinet Member Environment Housing & Planning agreed the Herefordshire Tenancy Strategy 2012/15
- The Cabinet Member Health & Wellbeing agreed the Executive's response to the Overview & Scrutiny Task & Finish Group's review of Children's Safeguarding in Herefordshire. The recommendations are incorporated in the overall improvement plan developed in response to the findings of the Ofsted inspection in the early autumn; progress in delivering that improvement plan is being closely monitored by the independently chaired Improvement Board
- The Cabinet Member Education & Infrastructure has agreed the recommendations of the Schools Forum for the local implementation of the national schools funding formula

- 6.6 With the recent cold weather it is very pleasing to note that, for the second year running, the council's private sector housing team has successfully led a local partnership bid for the Department of Health's 'Warm Homes, Healthy People' fund, securing £165,000 to help vulnerable people stay warm this winter.

Herefordshire's Economy & Communities

6.7 The Executive has taken the following decisions:

- Cabinet received a progress report on the development of future options for waste disposal and agreed actions to progress the options appraisal, requesting a further report be brought to Cabinet in the summer
- In line with the previously reported timetable, Cabinet has agreed the draft Local Development Framework Core Strategy and Community Infrastructure Levy (CIL)

Charging Schedule for consultation. The consultation runs from 4 March to 22 April. Further details are available on the council's website. The Cabinet Member Environment, Housing & Planning agreed the Executive's response to the Overview & Scrutiny Task & Finish Group report on CIL which was taken into consideration in the development of the proposals for consultation; their continued engagement in this work is welcomed.

- Cabinet has also agreed its proposed Local Transport Plan for recommendation to Council; this appears elsewhere on this meeting's agenda.
- Cabinet considered a petition submitted in respect of the introduction of car parking charges at Etnam Street car park in Leominster and agreed that, subject to the budget process, the Cabinet Member, Education & Infrastructure, reviews the proposals put forward by Leominster Town Council and assists in the provision of a satisfactory solution.
- The Cabinet Member Corporate Services agreed the retention of a proportion of the capital receipt realised by Herefordshire Housing Limited through the sale of surplus property to enable investment in the provision of move-on accommodation for vulnerable adults and improvements to properties to enable older people to remain safely at home.
- The Cabinet Member Enterprise & Culture has approved proposed governance arrangements in respect of Hereford Enterprise Zone.
- The Cabinet Member Education & Infrastructure received a report on changes to the national funding of major transport infrastructure funding requiring the establishment of devolved decision-making on a Local Enterprise Partnership footprint, and agreed proposed governance arrangements to support implementation; a report will be brought to a future meeting of Council to bring these arrangements into effect.

6.8 The bad weather over recent weeks has clearly had a heavy impact on the condition of our roads network; with reduced funding from central government to support this work, the pressures are immense and we continue to lobby for increased support while looking to deliver greater efficiencies through our service delivery contracts; in the meantime we have enabled early use of 2013/14 capital grant funding to help address some of the most significant immediate concerns.

6.9 I am delighted to report that, in line with previous Cabinet decisions, the contract for delivery of the Broadband project was signed in December. This is excellent news for the county and will enable not only our local businesses to grow and flourish, but also the wider use of new technologies to support service delivery, such as new models of telecare enabling people to stay safely for longer in their own homes.

6.10 I am also pleased to note the progress being made on the retail quarter site, and to see that the confidence in the future of the city demonstrated by this development is leading to further interest elsewhere in the city. Similarly, land available for business development at both the Rotherwas Enterprise Zone and Model Farm, Ross on Wye sites has seen interest, amongst others, from Ukrainian and Georgian businesses looking to locate to Herefordshire.

Other Issues

6.11 In addition, the Executive has considered the following issues:

- a) *Performance and Budget Monitoring* – Cabinet has considered reports on performance for the past quarter, and monthly budget monitoring reports.

b) Accommodation Strategy – Within the overall framework of the strategy, the Cabinet Member Corporate Services approved revised schemes for the Plough Lane and Civic Hub sites, and funding for technology and associated support; good progress is being made.

6.12 Finally I would like to warmly welcome our new Chief Executive, Alistair Neill, to the authority and very much look forward to working with him in the future.

HEREFORDSHIRE COUNTY COUNCIL**REPORT OF THE HEREFORD & WORCESTER FIRE AND RESCUE AUTHORITY TO
HEREFORDSHIRE COUNCIL 3 FEBRUARY 2013****Financial Prospects 2013/14**

A report was considered that provided Members with a further update on developments on the funding position for 2013/14 beyond.

Members' attention was drawn to the predicted budget gap. Members were advised that officers had identified savings that amounted to approximately £1 million but were cautioned that the goalposts had moved in that the Authority had adopted a planning assumption of a 3.5% precept increase, however the Government had announced a grant equal to 1% of precept if an authority were to freeze the precept again and the threshold for increase over and above what a referendum was required was now set at 2%. Members were advised that the change in precept increase would have a significant impact for the Authority as the precept represented two thirds of the Authority's funding. Furthermore, it was noted that in order to cover the costs of a referendum and deliver an additional useable resource of £0.5 million, a precept increase of 6.2% would be required.

Members had been invited to attend a Budget Seminar on 16 January 2013 when options to bridge the budget gap would be discussed.

The report was noted.

Equality Scheme Update and Equality Objectives

A report was considered that informed Members of progress with regard to the Service's existing Equality Scheme Action Plan and sought approval for the publication of future organisational equality objectives.

The Chief Fire Officer advised Members that the Equality Act 2010 placed a legal obligation on all public bodies to publish equality objectives at least every four years and to publish information demonstrating compliance with the equality duty at least annually.

The Authority noted the progress with the existing Equality Scheme Action Plan and approved equality objectives for publication in 2013.

Chief Fire Officer's Service Report

The Chief Fire Officer presented his report and highlighted the following:

- The total number of incidents had reduced but this could primarily be attributed to the weather (for example the number of outdoor fires had decreased due to the amount of rain that had fallen);
- Special Services calls had increased by 24.3% and was attributable to flooding due to the weather;
- A total of 56 health and safety related incidents had occurred this during the quarter but only 2 of these had the potential to be 'serious' incidents;

- Staff had not been enamoured with the grey colour of their uniform. These comments had been noted and changes had been made within the current costs of the contract.

Items of Interest

Herefordshire Medals and Awards Ceremony

Firefighters and staff from Hereford & Worcester Fire and Rescue Service were honoured at a Medals and Awards Ceremony held on Friday 23 November at Hereford Town Hall.

During the evening medals for Long Service and Good Conduct were presented by the Countess of Darnley, Lord-Lieutenant of Herefordshire, with commendations being presented by Chief Fire Officer Mark Yates and Long Service Awards being presented by Councillor Derek W Prodger, MBE, Chairman of Hereford & Worcester Fire and Rescue Authority. The High Sheriff of Herefordshire, Lieutenant Colonel Charles Thwaites, MBE, also attended the ceremony to present the High Sheriff's Award to the Community Safety Volunteer of the Year. Station Commander Neil Pigott from Hereford & Worcester Fire and Rescue Service acted as Master of Ceremonies.

Operational Assurance Audit (Op A)

As part of a voluntary process facilitated by the Local Government Association, the Service has recently undertaken a peer review operational audit.

Between 5 and 8 November the Service hosted a multi-disciplined peer review team that looked at areas of operational performance and specific areas such as operational training, HR, Procurement and Risk Information. The spirit of the assessment was to provide rigour and challenge and to act as a critical friend.

The assessment was extensive involving 44 meetings and 188 staff and Members giving the peer review team a diverse audience group and a good basis on which to base their judgements.

Paul Raymond, the Chief Fire Officer of Shropshire and team leader presented the team's provisional findings on the last day of their visit and early indications are that the Service is well led, motivated and has some areas of notable practice. A final report outlining all findings from the visit will be analysed and presented to the Audit Committee.

Community Risk Management Plan (CRMP)

The Service is developing a new risk management plan. Formally known as the Integrated Risk Management Plan (IRMP), it will be suggested that a new name be adopted; the Community Risk Management Plan (CRMP) which more readily reflects the emphasis of the document and the desired target audience.

The document will span a seven year period between 2013-2020 giving the Authority an opportunity to articulate its broad vision of how services will be delivered and what challenges the Service will face going into the future.

Recently officers of the Service conducted several risk planning days inviting all staff and Members to contribute to the development of the new CRMP. This involved staff discussing many areas such as the social and environmental impacts that we might experience, through to the political and legal challenges that the Service might face.

The sessions have been positively received and have acted as an excellent engagement mechanism for staff to have their say.

Thermal Image Cameras (TIC)

The Service has recently begun the purchase of new Thermal Image Cameras. Feedback from operational crews has indicated thermal image cameras greatly enhance their ability to deal with fires in compartments and as such are recognised as an essential item of operational equipment.

Until now provision across the Service has been limited to selected appliances. In response to the feedback from crews and in order to enhance firefighter safety and operational effectiveness, the new programme will allow for one TIC to be provided to the majority of front line appliances and in all cases one per station.

The roll out of the cameras will start in December 2012 and will be completed by the end of January 2013.

Cable Entanglement

Incidents have occurred nationally involving firefighters becoming entangled within electricity and other cables whilst tackling compartment fires with potential serious consequences. The Service has moved to provide equipment to deal with this type of scenario and has carried out trials locally and with regional partners to determine the correct equipment provision.

By the end of January 2013, crews entering compartment fires wearing breathing apparatus will be provided with cable cutters and rescue knives. In addition, a further set of heavy duty cable cutters will be provided to all breathing apparatus emergency teams. This equipment will fill a gap in existing provision and demonstrates the Service's commitment to learn from national incidents and whilst it will not prevent entanglement, it will ensure that crews have the best capability to free themselves should it happen.

Flood Incidents

Following a period of intense rain which started in the afternoon of Saturday 24 November, the Service received more than 160 calls in the 48 hour period from 24 November to 26

November. Eighty of these were to flood-related incidents. The majority of these calls were taken from 10.30 pm to 03.00 am on Saturday night/Sunday morning with Evesham, Hereford, Ross on Wye and Worcester being particularly badly affected; mostly involving either motorists stranded in their vehicles in flood water or residents with flood water in their properties.

Fire crews and Water First Responders helped rescue occupants of vehicles stranded in flood water across the two counties and also over the border in Gloucestershire and Warwickshire.

Fire Crews and Water First Responders rescued 50 people including the rescue of 15 residents in Kempsey, Worcestershire, at 05.00 am on 25 November, after the water rose so quickly that they became trapped in their houses. Two people were evacuated from their property in Bevere, Worcester and taken to safety by one of the Service's water rescue boats. One of the most serious incidents occurred at Coughton in Warwickshire when specialist crews from Evesham rescued three people trapped in a car that had been washed down stream whilst attempting to drive through a swollen ford. There was little doubt that the lives of the three elderly individuals were in grave danger and images from this rescue have appeared in many national media outlets.

Fire Control operators also received 53 calls where they gave advice and the attendance of a crew was not required. In addition to this they also dealt with a significant number of other non-flood related incidents such as road traffic collisions and fires.

The Service has repeated its warning for motorists to take extreme care and to heed any road closure or flood warning signs.

Brigadier Peter Jones CBE
Vice-Chairman

Hereford and Worcester Fire and Rescue Authority
FURTHER INFORMATION

Any person wishing to seek further information on this report should contact: Corporate Support on 01905 368241. Further information on the Fire and Rescue Authority and the Fire and Rescue Service can also be found on the Internet at (www.hwfire.org.uk).

BACKGROUND PAPERS
None