

**To: All Members of Cabinet:
R.J. Phillips (Leader)
Mrs. L.O. Barnett
P.J. Edwards
Mrs. J.P. French
J.C. Mayson
D.W. Rule MBE
R.V. Stockton
D.B. Wilcox
R.M. Wilson**

Chief Executive's Office
Chief Executive: N.M. Pringle
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Our Ref: NMP/CD
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11th October, 2005

Dear Councillor,

**MEETING OF CABINET
THURSDAY, 20TH OCTOBER, 2005 AT 2.15 P.M.
THE COUNCIL CHAMBER, BROCKINGTON, 35 HAFOD ROAD, HEREFORD**

AGENDA (05/16)

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any declarations of interest by members in respect of items on this agenda.

3. COMMUNITY FORUMS

To receive a report on the September/October 2005 round of Community Forum meetings.
(Pages 1 - 12)

4. RACE EQUALITY ANNUAL REPORT


To receive the annual report which sets out progress against the Action Plan that accompanies the Council's Race Equality Scheme and to approve its publication. (Pages 13 - 26)



5. STRATEGIC MONITORING COMMITTEE

To note the report of the Strategic Monitoring Committee to Council. *(Report to follow)*

Yours sincerely,

A handwritten signature in black ink that reads "Neil Pringle". The signature is written in a cursive style with a large, looped initial "N" and "P".

**N.M. PRINGLE
CHIEF EXECUTIVE**

Copies to: Chairman of the Council
Chairman of Strategic Monitoring Committee
Vice-Chairman of Strategic Monitoring Committee
Chairmen of Scrutiny Committees
Group Leaders
Directors
County Secretary and Solicitor
County Treasurer

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COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

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COMMUNITY FORUMS

PROGRAMME AREA RESPONSIBILITY: CORPORATE STRATEGY AND FINANCE

CABINET

20TH OCTOBER, 2005

Wards Affected

County-wide

Purpose

To receive a report on the September/October 2005 round of Community Forum meetings.

Key Decision

This is not a key decision.

Recommendation

That the report be noted.

Reasons

To comply with the agreement that issues raised and discussed at Community Forums should be presented to Cabinet after each round of meetings.

Considerations

1. A full report of the Forum meetings is set out at Appendix 1. The issues raised provide a useful indicator of local concerns for Cabinet to consider.
2. In addition to advertising in more than 30 Parish Magazines and in the local press, a colour poster was issued to all Councillors for display in their local area. However, as at previous meetings, public attendance was low, except in the Central area, where the proposed new Livestock Market was discussed. The numbers were:

Golden Valley	12
Hereford City	9
East Herefordshire	2
North Herefordshire	10
Ross-on-Wye	9
Central Herefordshire	50

3. Total attendance was 92. Of those, 35% completed feedback sheets. 10 of these had not attended a Forum before, but 9 said they would attend again. One was not sure. On a scale of 1 to 5, where 5 was very worthwhile and 1 not worthwhile at all, 23% rated the Forum very worthwhile; 32% rated it 4, 39% rated it 3, and 6% rated it 2. No-one said it was not worthwhile at all.

Consultees

Community Forum Chairmen; Cabinet Members and the Leader of the Council.

COMMUNITY FORUM MEETINGS: SEPTEMBER/OCTOBER 2005**AGENDA ITEMS PRESENTED AT MORE THAN ONE FORUM****Homelessness (Golden Valley, North Herefordshire and Ross-on-Wye)**

Richard Gabb, Head of Strategic Housing, outlined the causes of homelessness in Herefordshire, and explained the statistics relating to those causes. The dramatic increase in domestic violence was one cause. He described the waiting list (7,740 as at March 2005), and how this figure had increased from 3,200 since October 2002. Herefordshire Council was working in partnership with other agencies, for example, Marches Housing and Herefordshire Housing, to address the problem. The average waiting time for rehousing was 17 months (2004-5), with an average of 15 houses a week becoming available for advertising. Herefordshire's Homelessness Strategy centred on prevention of homelessness, improving temporary accommodation (particularly for homeless families with children), and developing support for homeless households. In response to questions, Richard Gabb said that the priority for housing was people with no home. Assessing need would always be a subjective process. There was no government definition of affordable housing. The Council defined it as housing provided through subsidy, for example, shared equity or a discounted purchase price. The Housing Act 1996 and the Homeless Act 2002 placed statutory duties on the Council to house certain people. This may, in some cases, be temporary accommodation in the first instance. There was no "typical" homeless person. Ages ranged from 16 to 88. Planning Officers considered the reasons for any planning application, for example, annexes to house elderly relatives. However, in some cases, planning regulations may prevent such developments. Even where property had been identified for housing homeless people, it sometimes took a long time for the Housing Association to obtain the funding necessary for development.

The Learning Disabilities Service (Hereford City, East Herefordshire and Central Herefordshire)

Stephanie Canham, the Head of Social Care (Adults), explained that the term Learning Disabilities covered a range of conditions from very mild difficulties to very severe conditions, such as Cerebral Palsy, Epilepsy and Autism (including Asperger's Syndrome), requiring a high level of support. There were around 3,400 people in Herefordshire with learning disabilities, representing a wide range of dependency, of whom 580 received support from the statutory authorities. However, a number of young people with disabilities lived with carers, normally their parents, who were over 70. The Service was working with those families to plan ahead for meeting the needs of the disabled person when the time came. This would make the change easier for them to deal with. The aim was to allow people to live as independently as possible in the community, contributing to the community through paid or voluntary work. It was important to ensure they could live safely in the community with the appropriate level of support from the statutory authorities. Schools were increasingly involved in integrating children with Special Educational Needs into mainstream schooling. It was important that all members of the community accepted and embraced disabled people to ensure a safe and supportive environment. IT was proving a great help to many people with learning disabilities in terms of improving communication, and assisting with safety precautions.

The Highways Maintenance Plan (East Herefordshire, Ross-on-Wye and Central Herefordshire)

The published Highways Maintenance Plan covered both urban and rural highways. The Plan was updated and published annually. Routine safety inspections of A roads were made every three months, and C roads approximately once a year. The Council was reactive as

well as proactive and responded to public reports about roads. Action was taken before a road reached too poor a condition and became very expensive to repair – it was cheaper and easier to repair roads at “threshold” condition. This meant that the worst roads did not always get priority for repair, but prevented a backlog of work. National standards for thresholds would determine priorities. Not all ditches were the Council’s responsibility. Trunk roads, such as the A49, were the responsibility of the Highways Agency. The Council was monitoring the problems at Bridge Sollers. Accident rates had reduced by 30% in the last 5 years, and imposing speed limits did not always provide a solution to accidents. All measures to reduce speed had to be appropriate to the location. Bridge heights should be expressed in both metres and imperial measures. It had been planned to impose 20mph limits outside all schools within five years, but funding issues meant this would now be done within 10 years. The factory estate at Bromyard was Council property. Although they could allow public access, this carried risks of liability in the event of an accident. In response to questions, the following points were made:

- Trunk roads were the responsibility of the Highways Agency, although clearing litter from those roads fell to the Council;
- Where urgent action was needed on a road, response would be within two hours. Non-urgent work might be included in the normal work plan;
- There was a focus on clearing gullies at least annually;
- The smoother roads in Wales reflected the higher proportion of trunk roads. They were not a safety feature and, in fact, tended to encourage faster traffic speeds;
- Landowners were required to trim hedges once every two years. However, where they represented a safety hazard, the Council would act to keep them cut;
- The Countryside Agency, which had subsidised rural transport, no longer exists, and funding was now the responsibility of Advantage West Midlands. Funding for rural transport had reduced, and the Council was working with the bus operators to try to provide the best service possible in difficult circumstances.

Golden Valley,	Tuesday 20 September 2005
Present: Cllr D Taylor (Chairman) Cllr C Mayson (Cabinet representative) Cllr P Turpin	Richard Gabb, Head of Strategic Housing Andrew Jenkins, Senior Engineer (Traffic) Peter Evans, Area Services Manager (Transportation) Robert King, Environmental Services Manager Hazel Lavelle, Community Forum Co-ordinator
Members of the public	12

Agenda

- Homelessness in Herefordshire
- The Bridge Sollers to Madley Road
- Fly-tipping in the countryside

Homelessness in Herefordshire

See main report

The Bridge Sollers to Madley road

Andrew Jenkins, Senior Engineer (Traffic), explained that the Council's priority for the county's roads was improved accessibility. Auto and Manual surveys, undertaken by trained enumerators on behalf of the Council, had shown no substantial increase in HGV traffic using the Bridge Sollers to Madley road other than for access to farms and properties in the area. Auto surveys operated over a week, and manual surveys over 12 hours from 7.00am to 7.00pm. The proportion on HGV traffic matched that on other roads in the locality. Without robust evidence, the Council could not impose restrictions on the road. Residents were concerned about the volume of HGV traffic, the speed of traffic and the possibility of an increase in traffic trying to avoid the Belmont area when work on the Asda store commenced. Although there had been a delay in starting work, the Transportation Department was now looking at options for widening the road at suitable sites, but there was a risk that this could make the road more attractive to heavy traffic. Some residents volunteered to undertake traffic surveys to support their contention that the road was dangerous and that use by heavy traffic had increased substantially. They felt that surveys should include overnight traffic (although the auto surveys already undertaken did so). Council Officers agreed that, if local people were prepared to do surveys, the Council would look at the results of such surveys and follow them up as appropriate.

Fly tipping in the countryside

Robert King, Environmental Service Manager, explained that the Council had a joint responsibility with the Environment Agency. The Council collected waste when a report was received about fly-tipping, and assessed whether an enquiry should be undertaken to try to identify the culprit. The Environment Agency was responsible for disposal of waste and regulating waste transporters. Fly tipping tended to be a seasonal problem, with 31 complaints in July. In the West Midlands, the cost of removing waste was £9.5K per day. Although fly tipping was an offence, it was difficult to get evidence to support prosecutions, and there were therefore few prosecutions. Rubbish tipped onto private land became the responsibility of the landowner. It was suggested that the freighter scheme could help to address the problem, as this had been highly successful in some areas. A member of the public raised the issue of bottles dumped on land locally. Robert King undertook to report this to the responsible officer. He said that any local issues could be reported to John Dowson, the officer responsible at the Council. It was noted that the waste facility at Rotherwas was excellent and had recently been modernised.

Hereford City, Committee Room 1, The Shire Hall, Hereford	Thursday 22 September 2005
Present: Cllr B Walling (Chairman) Cllr Mrs J French (Cabinet representative) Cllr P Edwards Cllr B Wilcox	Stephanie Canham, Head of Social Care for Adults Andrew Culley, Construction Manager (Highways) Bill Bloxsome, Conservation Manager Dane Broomfield, River Wye Management Team Leader (Environment Agency) Martin Mills (Environment Agency) Hazel Lavelle, Community Forum Co-ordinator
Members of the public	9

There was a minute's silence in honour of the late Cllr George Hyde

Agenda

- The Learning Disabilities Service
- The Victoria Footbridge
- The River Wye

The Learning Disabilities Service

See main report

The Victoria Footbridge

Andrew Culley, Construction Manager (Highways), explained that the Victoria Bridge was one of over 700 in the County that the Council was responsible for assessing. The bridge had been built in 1898 and had been repaired over the years with various materials that differed in strength. Although the bridge itself was not at risk of collapse, severe corrosion meant that the footway was at risk. The bridge, which is Listed, would be reinstated as close to its original state as possible. Its status as a Site of Special Scientific Interest meant that work was restricted to the period 15 May to 15 October. Investigation had shown that a temporary crossing would not be viable. Alternative routes would be signposted, and this was particularly important in view of the Three Choirs Festival and access to St James' School. The five month lead-in from the award of the contract to the start of the work meant that the contractor would be fully involved in all discussions and could identify and address any potential areas of difficulty well before work began. Because the project involved a Council/contractor partnership, this meant that if the project went over budget, costs would be split, with the contractor bearing an increasing share as costs increased. A 10% contingency had been built into costings. Tenders had not yet been received, and no contractor had been appointed yet.

The River Wye

Dane Broomfield, River Wye Management Team Leader (Environment Agency), described the work and responsibilities of the Environment Agency and the Wye Environment Team. The Wye was one of a few rivers with a Public Right of Navigation for much of its length (Hay-on-Wye to Bigsweir Bridge). An Advisory Committee had been set up to include representatives of all those with an interest in the river, and the Wye Waterway Plan had been drawn up. There were target dates to track the progress of achieving the aims of the Plan. The main aim was to make access to the river available to all users, with access agreements between users. The policy was to work in partnership with users. One result of this would be a calendar of events to avoid clashes between different user groups. The Agency was looking at options for increasing access and egress points along the river to ease congestion. A public consultation exercise was launched in August 2005 and it was vital to the success of the project that all those with an interest put forward their views. In response to questions about the impact of public use of the river on wildlife, it was explained that a public right of access existed and that the aim was to manage that right in a way that eliminated, as far as possible, any threat to wildlife. The agency was in discussion with various organisations to address such issues, as well as problems of litter and pollution. The Code of Practice for Canoeists was being revised and reissued. It was agreed that a copy of

the Plan would be placed in the Public Library. There were no plans for dredging, but the Agency would consider the merits of any applications for dredging. The owner of the pleasure boat that was moored in the river was keen to restart his business, but was unable to do so. The boat was seaworthy, properly moored and, although unsightly, there were no grounds for forcing its removal. It was agreed that the situation would be considered and an update given at the next Forum.

Other issues

Residents asked whether there were plans for dealing with unpleasant smells from the sewerage plant adjacent to the Braemar Gardens area. The responsibility was split between the Council and the Environment Agency. A Joint Monitoring Programme was planned, and the Cabinet Member responsible for Environmental issues would maintain an awareness of the matter. There were active pressure groups, including the Welsh Water Action Group, who would be aware of progress.

A £2m scheme was being prepared for the refurbishment of High Town. Specific issues could be drawn to the attention of the High Town Manager. To meet all public expectations would cost in the region of £4m - £5m. The Council had only a £2m budget and had to do as much as it could with that. The Eign Gate project was the first phase of improvements, and the High Town refurbishment would follow. Public consultation would be essential to ensure that the improvements responded to the needs and wishes of most people.

East Herefordshire, The Bromyard Centre, Bromyard	Tuesday 27 September 2005
Present: Cllr T Hunt (Chairman) Cllr RM Wilson (Cabinet representative) Cllr B Ashton Cllr P Dauncey Cllr P Harling Cllr R Mills Cllr D Rule Cllr R Stockton	Stephen Oates, Head of Highways and Transportation Steve Jay, Assistant Area Manager (North) Mark Tansley, Northern Team Leader, Planning Stephanie Canham, Head of Social Care (Adults) Hazel Lavelle, Community Forum Co-ordinator
Members of the public	2

Agenda

- The Learning Disabilities Service
- Affordable Housing
- The Highways Maintenance Plan

The Learning Disabilities Service

See main report

Affordable Housing

Mark Tansley, Northern Team Leader, Planning, explained that there were three aspects to this subject – policy, strategic Housing and Planning development control. Affordable housing was defined as that provided for rent or sale at a price sustainable by local people in need of housing. This might be subsidised housing for rent or shared ownership provided by an organisation and allocated on the basis of need or low-cost market housing to help low-income households, such as first-time buyers, single people or elderly people. Market housing for sale carried potential risks that the properties would not remain affordable in perpetuity. Renting and shared ownership helped to ensure perpetuity. A Section 106 agreement could tie properties to affordability in perpetuity and identify where potential occupants should come from. Figures for the current stock of affordable housing in the Bromyard area were given. If there was inadequate take-up from the ward, housing could be offered to people from a neighbouring ward. The “gold-silver-bronze” system was based on need only, in contrast with the legal agreement cases. Questions were raised about specific cases where families had accepted housing unsuitable for their needs in desperation and had lost their homeless status as a result, which meant they could not be considered for rehousing on the basis of need. The housing situation could be worsened by seasonal workers who wished to remain in the area after the working season had ended. The Council had a responsibility to house these people in some circumstances.

The Highways Maintenance Plan

See main report.

North Herefordshire, Bridge Street Sports Centre, Leominster	Thursday 29 September 2005
Present: Cllr J Stone (Chairman) Cllr R Stockton (Cabinet representative) Cllr Mrs J French Cllr J Hope Cllr JP Thomas	Colin Birks, Property Services Manager Christine Owen, Primary Care Trust Stephen Owen, West Street Dental practice Graham Price, Primary Care Trust Rob Hemblade, Public Rights of Way Manager Richard Gabb, Head of Strategic Housing Services Hazel Lavelle, Community Forum Co-ordinator
Members of the public	10

Agenda

- The Dishley Street Dental Practice
- Mechanically propelled vehicles in the countryside
- Homelessness in Herefordshire

The Dishley Street Dental Practice

Colin Birks, Property Services Manager, explained that the parking spaces lost to the development would be replaced by additional parking behind the Council offices, where 55 spaces would be freed up. Research had shown that the Dishley Street car park was not particularly well-used, and no designated spaces would be necessary for people using the dental practice, apart from spaces for disabled people. Christine Owen of the Primary Care Trust explained the need for a new dental practice to address the shortage of NHS provision in the county and the relatively poor dental health of children. The aim was to provide more than 33,000 NHS places across the County by August 2006. An added benefit of the development at Dishley Street would be to release space currently used by the Dental Access Centre at Leominster Community Hospital for use by the hospital. The development would help with the recruitment and retention of a dental workforce within the NHS in North Herefordshire. Access to the new practice would be, as now, via the PCT Central Waiting List. Application forms were available at the Forum. The waiting list was currently 3 – 4 months. The frequency of dental check-ups was a matter between dentist and patient, based on individual need, and guidelines for dentists advised flexibility. Fluoridisation of water was in the PCT plan, but there were other factors and agencies that influenced the decision on this. Welsh Water currently did not fluoridise water. The plans for the development might be made available at Info Shops, and the PCT would consider this.

Mechanically propelled vehicles in the countryside

Rob Hemblade, Public Rights of Way Officer, outlined the situation relating to the use of byways by vehicles. Where it could be shown that vehicles had used a path in the past, a historical right could be claimed to use the track for modern vehicles. If routes were not opened up, the right to use them could be lost. However, in recognition of the fact that modern vehicles did not compare with the historical use of horses and carts, the Government planned to change the legislation to remove the historical use provision. A question was raised about the apparent lack of any management strategy for lanes which, it was thought, did not fall to be maintained as a public right of way, nor as part of the Highways Maintenance Plan. Unclassified roads fell within the Highways Maintenance Plan. Councils had powers to require anyone damaging a lane to meet the cost of repair, but the responsible person often could not be identified. In those circumstances, the Council could take responsibility for repair and maintenance, but was required to maintain the lanes only to bridleway standard.

Homelessness

See main report. A statement about the Grange was made. The Council would work with the Marches Housing Association, Shelter and the community to identify alternative properties.

Ross-on-Wye, John Kyrle High School, Ross-on-Wye	Tuesday 4 October 2005
Present: Cllr Mrs A Gray (Chairman) Cllr D Rule (Cabinet representative) Cllr Mrs M Cunningham Cllr Mrs J Davies Cllr R Lincoln Cllr G Lucas	Richard Gabb, Head of Strategic Housing Stephen Oates, Head of Highways and Transportation Mike Willmont, Southern Team Leader, Planning (Development Control) Hazel Lavelle, Community Forum Co-ordinator
Members of the public	9

Agenda

- Homelessness in Herefordshire
- The Highways Maintenance Plan
- Affordable Housing

Homelessness in Herefordshire

See main report

The Highways Maintenance Plan

See main report

Affordable Housing in the Ross-on-Wye area

Affordable Housing was defined as housing provided for rent or sale at a price that could be sustained by local people in housing need who were unable to access existing markets. In Herefordshire, the average house price was ten times the average income, making it difficult for many people to buy property. Policy on the provision of affordable housing was contained in the Unitary Development Plan and planning applications were considered by Development Control. There was supplementary guidance for planners relating to affordable housing. There had been a Housing Needs Survey in Ross in 2003. This showed an estimated net requirement of 190 affordable housing units. There were currently four proposed housing sites. Three of these conformed to the policy of having 35% affordable housing on developments of more than 15 units or 0.5ha. Tanyard Lane, Cawdor Gardens and Vine Tree Farm would have 53, 11 and 24 affordable units respectively. The Council had been unable to agree the provision of affordable housing at Station Street, but had received a contribution of £165,000 from the developers to make provision elsewhere. Section 106 agreements were in place at the other sites to ensure that the affordable units would remain affordable in perpetuity. At Vine Tree Farm, developers could not complete the 42 full market price units before starting the affordable units.

Central Herefordshire, the Simpson Hall, Burghill	Thursday 6 October 2005
Present: Cllr B Matthews (Chairman) Cllr C Mayson (Cabinet representative) Cllr Mrs S Robertson Cllr M Wilson	Stephen Oates, Head of Highways and Transportation Steve Burgess, Highways Department Clive Hall, Transportation Graham Dunhill, Environment Stuart Gent, Environment Dept Hazel Lavelle, Community Forum Co-ordinator
Members of the public	50

Agenda:

- The Highways Maintenance Plan
- Speed Limits
- The Proposed New Livestock Market

The Highways Maintenance Plan

See main report

Speed Limits

Policies on speed limits were included in the Council's Transportation Plan. They were one feature in a range of measures to improve road safety and reduce accidents, and packages of measures were tailored to the needs of specific sites. Many of the criteria for imposing speed limits were nationally determined, and the Council worked closely with the police to ensure speed limits and other traffic calming measures were appropriate to particular stretches of road. In response to questions, it was stated that the priority was sites where there was a poor accident record, followed by areas where there was a request to consider speed limits. Enforcement was an important aspect in considering the issues. The use of speed humps was determined by reference to the type of traffic using a road, for example, buses and emergency vehicles. Cllr Robertson agreed to investigate the issue of traffic speed on the lane to the Credenhill Camp, as it was felt that there was substantial risk, especially to children, on that stretch of road.

The Livestock Market

The Council has a legal obligation to provide a Livestock Market. The current site was a valuable asset for the County and an alternative site for the Livestock Market had, therefore, to be found. Because public opinion was so strong on this subject, it was considered appropriate to look again at all possible sites and to conduct a thorough, open and transparent public consultation. There would be a series of about six public meetings to be held over the next six months to address all the issues and take account of all views. The first meeting would be used to determine the structure of the following meetings. There were no plans for any new abattoir as part of the Livestock Market. Councillors had looked carefully to identify any possible sites and welcomed suggestions for alternatives to the six already identified. There was a wealth of evidence available to support the need for the Livestock Market and the siting of the Market in North West Herefordshire. Although the Hospital Farm site had been initially rejected, for the sake of thoroughness, it was important to re-examine all the options, including Hospital Farm. Both legal and economic issues were involved in the consideration of the Market. Doing nothing was not an option because it was in the public interest to put the current site of the Market to better and more cost-effective use to regenerate Hereford City. Any recommendations following the consultation process would be presented to the Cabinet for decision.

RACE EQUALITY ANNUAL REPORT

PROGRAMME AREA RESPONSIBILITY: CORPORATE STRATEGY AND FINANCE

CABINET

20TH OCTOBER, 2005

Wards Affected

No Wards are affected

Purpose

To receive the annual report which sets out progress against the Action Plan that accompanies the Council's Race Equality Scheme and to approve its publication.

Key Decision

This is not a Key Decision

Recommendation

THAT a) progress to date be noted

and

b) publication of the report on the Council's website be authorised.

Reasons

Herefordshire Council's Race Equality Scheme was introduced in May 2002. Changes have taken place since the first Scheme was developed and this report aims to identify required achievements and progress on the action plan for 2005-2008, by the Race Relations Amendment Act 2000. The Race Equality action plan 2005-2008 is included in Appendix 1.

Considerations

1. In line with the Race Relations Amendment Act (2000) Herefordshire Council Race Equality Scheme provides a framework on how the Council intends to promote race equality through:
 - Eliminating unlawful racial discrimination
 - Promotion of equal opportunity
 - Promotion of good relations between people of different racial groups

Further information on the subject of this report is available from
Carol Trachonitis, Diversity & Community Leisure Partnerships Manager on 01432 260616

2. In line with guidance from the Commission for Racial Equality, a cross-Directorate steering group was established to oversee implementation of the actions detailed within the scheme. This is the "Race Equality Scheme Steering Group" which reports to the Corporate Diversity Group.
3. It is a key component of the Race Equality Scheme that the Council's progress is monitored. This report has been considered by Chief Executive's Management Team. The report will be made available within the public domain via the Council's website.
4. A revised action plan for the Race Equality Scheme was accepted by Cabinet in May 2005.
5. A report on the progress to date against the Equality scheme action plan is attached at Appendix 1.
6. It should be noted that in recognition of Herefordshire's relatively low Black and Minority Ethnic Population, a partnership approach has been adopted with many of the larger projects being undertaken in conjunction with other agencies. The focus for this approach has been the Herefordshire Equality Partnership (previously the Herefordshire Race Equality Partnership), a multi-agency group whose focus had been solely on Race Relations. However, over the last 12 months the Herefordshire Equality Partnership has changed its remit and has now broadened its scope within Herefordshire to address issues that cover the wider equality agenda.
7. Best Value Performance Indicator (BVPI) 2b sets out a number of actions against which the Council's performance is measured. The target for 2003/04 was to comply with 50% of the actions with actual performance being 47%. The target for 2004/05 was 60% and the actual performance was 47%
8. Key initiatives to monitor and promote Race Equality during 2004/05 included:
 - Auschwitz-Birkenau Exhibition
 - Awareness sessions delivered to Council employees and community representatives.
 - Anti racism week of action in football
 - Information Exchange event
 - Commitment to the Hearthstone project.
 - Support and advice at West Mercia Police training in Herefordshire.
 - Working with Centrex – National Police training organisation for training Diversity police officers
 - Complaint aid work
 - Appointment of a Traveller Liaison Officer
 - Training and development for the Staff group

Alternative Options

None

Risk Management

None

Consultees




None

Background Papers

None identified

Appendix 1.

Race Equality Scheme Action Plan 2005-2008

	Action completed within timescale
	No progress made on action
	Action completed but outside of timescale

Due to corporate style changes the new symbols will be introduced and used alongside the face symbols in this document. In the future we will use only the new symbols to identify progress on this action plan

- ✓ Everything is OK - Performance on target, milestone or required progress towards it achieved, action completed by due date or required progress towards its completion by the due date, appropriate action taken to mitigate risk
- ? Something's not right: performance isn't on target, or the milestone isn't going to be achieved, or the action isn't going to be delivered on time, or a risk hasn't been mitigated
- ✗ Things aren't going to plan - more than one of the following has happened: performance isn't on target, or the milestone isn't going to be achieved, or the action isn't going to be delivered on time, or a risk hasn't been mitigated

COUNCIL-WIDE ACTIVITIES

- *To ensure that all Councillors, Council employees and those working with or for the Council understand their responsibility for implementing equalities, the standards of behaviour required by the Council and the consequences of unacceptable behaviour.*

What we will do...	Council's timescale...	Lead responsibility...	Achievement..	Notes
Statutory requirement:				
Prioritise relevant functions and policies	May 2005	Chair of the Race Equality Steering Group (RESG)	☺✓	A list of policies and functions is published on the Internet and Intranet as part of the Race Equality Scheme
Produce an action plan for prioritised policies/functions (high, medium, low)	August 2005	Chair of the RESG	✓	Work on track
Conduct the year one impact assessments (IAs) and identify the priority services	May 2005	Director of Policy and Community	☹✗	Quality Assurance will be undertaken in July and consultation will be carried out between October '05 and January '06.
Quality assurance of the Year 1 Impact Assessments	July 2005	Director of Policy and Community	?	Training taken place for Diversity group June. Work on track
Conduct the year two IAs	March 2006	Director of Policy and Community	✓	Training for staff is on track
Conduct the year three IAs	March 2007	Director of Policy and Community		

What we will do...	Council's timescale...	Lead responsibility...	Achievement..	Notes
Introduce procedure for assessing every new and proposed policy	July 2005	Corporate Policy and Research Manager	?	Draft guide lines drawn up June - work passed to CP&R team
Develop and oversee the implementation of monitoring systems and procedures for all priority services (high, medium, low), identified by policies/functions assessment and the IAs	July 2005 - ongoing	REG Chair	?	Audit to be carried out identifying monitoring systems currently in place.
Review the formal complaints procedure to ensure that all explicit race harassment and victimisation complaints are incorporated into the formal procedure	December 2005	Head of Performance Management	✓	Consultation process started and review of complaints system June 05. Agreement that all complaints of a discriminatory nature will be picked up by the Corporate diversity team when new system is implemented
Produce a summary of the Race Equality Scheme and distribute to Council's interface with the public	June 2005	REG Chair	☹️?	Draft produced and will be distributed in July
Analyse racial incidents and publish reports annually	2006	Head of Performance Management		
Ensure that Race Equality implications are considered in the Council's approach to procurement	2006	County Secretary and Solicitor		

What we will do...	Council's timescale...	Lead responsibility...	Achievement..	Notes
Review the Race Equality Scheme 2005/08, inc. action plan and policies/functions, reflect the overall results of the Impact Assessments	March 2008	RESG Chair		
Herefordshire Council's requirement				
Publish the research into minority ethnic residents within Herefordshire	March 2005	Corporate Policy and Research Manager	☺✓	Report was published on the Council's internet and intranet in December 2004
Ensure that the Council achieves its Best Value Performance Indicator (BVPI) 2b targets (duty to promote race equality)	March 2005 – 60%	RESG Chair	☹✗	47% achieved
	March 2006 – 70%			
	March 2007 – 80%			
Publish annual report on the implementation of the Scheme	July 2005 July 2006 July 2007	RESG Chair	☺✓	

What we will do...	Council's timescale...	Lead responsibility...	Achievement..	Notes
Adopt a corporate approach to translation and interpreting services provision	April 2005	Director of Policy and Community	☹️?	Approach has been developed, but not yet widely publicised – this will be rolled out over July / August
Implement monitoring systems for the usage of translation and interpreting services	June 2005	Manager of Diversity and Community Leisure Partnerships	☹️?	Forms on internet – implementation July/ August
Review translation and interpretation tenders, and report the findings to the Chief Executive's Management Team	November 2005 November 2006 November 2007	Manager of Diversity and Community Leisure Partnerships	✓	
Establish, agree and embed an approach re: use of employee language skills	January 2006	HR	✓	
Publish yearly results of the IAs on the Council's internal and external website	May 2005-Year 1 May 2006–Year 2 May 2007–Year 3	Manager of Diversity and Community Leisure Partnerships	✗	Action plans in development stage for Y1 EIA published through the service planning process – On track for Year 2

SERVICE SPECIFIC ACTIVITIES

- To eliminate barriers for anyone who needs or wishes to access services delivered by the Council, including barriers relating to affordability, language, accessibility, culture and attitude.

What we will do...	Council's timescale...	Lead responsibility...		
Statutory requirement				
Ensure that Race Equality considerations are included in each Directorate and Service Plan	March 2005 (year 1 IA) March 2006 (year 2 IA) March 2007 (year 3 IA)	Corporate Policy and Research Manager	☹️	Not completed on time as Year 1 IA process has been delayed On track for Year 2
Herefordshire Council's requirement				
Appoint a Traveller Liaison Officer	Early 2005	Head of Environmental Health and Trading Standards	☺️	Officer was appointed in April 2005.

CONSULTATION

- To consult with the community, including its own employees, to ensure that people take part in identifying needs and allocating resources to meet those needs.

What we will do...	Council's timescale...	Lead responsibility...		
Statutory requirement:				
Conduct consultation on the proposed Race Equality Scheme and action plan and reflect the findings in the final Scheme 2005-2008	April 2005	Corporate Policy and Research Manager	☺✓	Consultation was carried out between January and April 2005.
Conduct consultation as part of the Impact Assessments	2005/6 – Year 1 and 2 2007 – year 3	Director of Policy and Community		
Consult both internally and externally on new or proposed policies relevant to duties under RRAA	July 2005 - ongoing	RESG Chair Director of Policy and Community	?	Agreement reached to use the staff group for internal consultation on new policies

EMPLOYMENT AND TRAINING

- To ensure that everyone is treated fairly in recruitment to, and employment with, the Council.
- To understand customers' needs by reflecting the diversity of the local community (such as ethnic origin, gender, age, disability, etc) in the workforce.

What we will do...	Council's timescale...	Lead responsibility		
Statutory requirement:				
Provide Council Members with Training in Community Leadership and Equality	April - ongoing	Director of Policy and Community/Head of HR	☺ ✓	Training programme has been developed and Members will receive their training in July
Provide diversity and equality training for Strategic Monitoring Committee	As above	As above	☺ ✓	As above
Provide diversity and equality training to all managers and staff	As above	As above	☺ ✓	Training programme is underway
Extend induction training for new starters to include relevant legislative information on diversity issues and outline employee responsibilities	February 2005	As above	☺ ✓	Induction training has been extended. Implementation of new programme to start ?
Herefordshire Council's requirement:				
Embed diversity awareness for all employees in key processes, such as induction training, SRD and service planning	March 2006	HR	✓	

What we will do...	Council's timescale...	Lead responsibility		
BVPI 11b – The percentage of top 5% of earners that are from black and minority ethnic communities	March 2005 – 2.75% March 2006 – 2.9% March 2007 – 3% March 2008 – 3%	HR	☺✓	3,25% achieved
BVPI 17a - Minority ethnic community staff as a percentage of the total workforce	March 2005 – 0.75% March 2006 – 1% March 2007 – 1.2% March 2008	HR	☹✗	0,51% achieved
Run at least two New Deal recruitment promotional programmes to focus on under-represented groups, including the BME groups	March 2006	HR		
Training for all Complaints Officers	2005	HR/Director of Policy and Community	✓	
To provide Diversity Training to the Race Equality Staff Group	May 2005	HR	☺✓	The Group received training in March 2005.

