

**Corporate Services**

Dean Taylor, Deputy Chief Executive and Director  
Your Ref:

Our Ref: CC/SAHC

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**TO: ALL MEMBERS OF THE COUNCIL**

10 November 2011

Dear Councillor

**YOU ARE HEREBY SUMMONED** to attend the meeting of the Herefordshire Council to be held on **Friday 18 November 2011** at The Shirehall, St Peter's Square, Hereford. at 10.30 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 the Shirehall for elected Members.

Yours sincerely



**C CHAPMAN**  
**ASSISTANT DIRECTOR LAW, GOVERNANCE AND RESILIENCE**

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Working in partnership for the people of Herefordshire  
240, Brockington, 35 Hafod Road, Hereford HR1 1ZT

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# AGENDA

## Council

Date: **Friday 18 November 2011**

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Time: **10.30 am**

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Place: **The Shirehall, St Peter's Square, Hereford.**

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

For any further information please contact:

**Sally Cole, Committee Manager Executive**

Tel: 01432 260249

Email: [scole@herefordshire.gov.uk](mailto:scole@herefordshire.gov.uk)

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If you would like help to understand this document, or would like it in another format or language, please call Sally Cole, Committee Manager Executive on 01432 260249 or e-mail [scole@herefordshire.gov.uk](mailto:scole@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 G Lucas  
Councillor PJ McCaull  
Councillor JW Millar  
Councillor NP Nenadich  
Councillor FM Norman  
Councillor GA Powell  
Councillor R Preece  
Councillor SJ Robertson  
Councillor A Seldon  
Councillor J Stone  
Councillor DC Taylor  
Councillor DB Wilcox

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 RI Matthews  
Councillor SM Michael  
Councillor PM Morgan  
Councillor C Nicholls  
Councillor RJ Phillips  
Councillor GJ Powell  
Councillor PD Price  
Councillor P Rone  
Councillor P Sinclair-Knipe  
Councillor GR Swinford  
Councillor PJ Watts  
Councillor JD Woodward

## **GUIDANCE ON DECLARING PERSONAL AND PREJUDICIAL INTERESTS AT MEETINGS**

The Council's Members' Code of Conduct requires Councillors to declare against an Agenda item(s) the nature of an interest and whether the interest is personal or prejudicial. Councillors have to decide first whether or not they have a personal interest in the matter under discussion. They will then have to decide whether that personal interest is also prejudicial.

A personal interest is an interest that affects the Councillor more than most other people in the area. People in the area include those who live, work or have property in the area of the Council. Councillors will also have a personal interest if their partner, relative or a close friend, or an organisation that they or the member works for, is affected more than other people in the area. If they do have a personal interest, they must declare it but can stay and take part and vote in the meeting.

Whether an interest is prejudicial is a matter of judgement for each Councillor. What Councillors have to do is ask themselves whether a member of the public – if he or she knew all the facts – would think that the Councillor's interest was so important that their decision would be affected by it. If a Councillor has a prejudicial interest then they must declare what that interest is. A Councillor who has declared a prejudicial interest at a meeting may nevertheless be able to address that meeting, but only in circumstances where an ordinary member of the public would be also allowed to speak. In such circumstances, the Councillor concerned will have the same opportunity to address the meeting and on the same terms. However, a Councillor exercising their ability to speak in these circumstances must leave the meeting immediately after they have spoken.

## AGENDA

		Pages
1.	<b>PRAYERS</b>	
2.	<b>APOLOGIES FOR ABSENCE</b> To receive apologies for absence.	
3.	<b>DECLARATIONS OF INTEREST</b> To receive any declarations of interest by Members in respect of items on the Agenda.	
4.	<b>MINUTES</b> To approve and sign the Minutes of the meeting held on 15 July 2011.	1 - 20
5.	<b>CHAIRMAN'S ANNOUNCEMENTS</b> To receive the Chairman's announcements and petitions from members of the public.	
6.	<b>QUESTIONS FROM MEMBERS OF THE PUBLIC</b> To receive questions from members of the public.	21 - 28
7.	<b>FORMAL QUESTIONS FROM COUNCILLORS TO THE CABINET MEMBERS AND CHAIRMEN UNDER STANDING ORDERS</b> To receive any written questions from Councillors.	
8.	<b>NOTICES OF MOTION UNDER STANDING ORDERS</b>  Three Notices of Motion have been submitted for consideration by Council. The first notice of motion was submitted by Councillor GJ Powell.  The second notice of motion was submitted by Councillor JG Jarvis, Leader of the Council.  The third notice of motion was submitted by Councillors: MAF Hubbard and EPJ Harvey.  <b>The Council's Commitment to Reduce the Threat of Rural Isolation</b> Submitted by Councillor GJ Powell  <i>That this Council recognises that the demographics of Herefordshire and the current period of austerity has particular impact on the elderly and vulnerable in our rural communities and that the Council commits to continue to develop strategy and implement policy that reduces the threat of rural isolation and notes:</i>  <ul style="list-style-type: none"> <li>• <i>That a failure to recognise the existence or prevalence of poverty and disadvantage in rural communities, will mean that the provision of appropriate support and assistance will be made more difficult, whether from public services' providers or by local communities and community groups.</i></li> <li>• <i>That participatory budgeting, which directly involves local people in making decisions on the spending and priorities for a defined public budget, will preserve service provision in rural communities</i></li> </ul>	

- *That continuing to provide subsidised bus services and supporting Community Transport Schemes will enable the elderly and vulnerable to have access to health and social services.*
- *That where communities have identified a need, and where the infrastructure is available, small scale development of affordable housing should be permitted.*
- *That Superfast Broadband in rural areas will enable shopping, telemedicine, home education and working from home to become a reality.*
- *That Locality Working will structure service delivery closer to our communities and address local need.*
- *That we should encourage and help our communities to help themselves and in particular 'look out' for the elderly and more vulnerable in our communities. This would allow the elderly and more vulnerable in our communities to feel more secure, feel more cared for and would provide them with a better quality of life, wherever possible, in their own homes.*

### **Meeting the Ambitions of the County and Local Communities**

Submitted by Councillor JG Jarvis, Leader of the Council

*This Council urges all Officers, Staff Members, Members and Partner Organisations to embrace a 'can do' attitude to ensure we meet the ambitions of the county and local communities.*

### **Sustainable Transport Options**

Submitted by Councillors: MAF Hubbard and EPJ Harvey

*This Council resolves that all sustainable transport options for Hereford City are implemented and integrated with improved traffic management systems prior to any work commencing on the outer distributor road.*

<b>9. LEADER'S REPORT</b>	29 - 40
To receive the Leader's report, which provides an overview of the Executive's activity since the last Council meeting.	
<b>10. REVIEW OF PARLIAMENTARY CONSTITUENCIES</b>	41 - 50
To explain to Council the Boundary Commission for England's proposals for new Parliamentary constituencies in Herefordshire and to agree the authorities response on the Boundary Commission's proposals as they affect the Herefordshire Parliamentary constituencies.	
<b>11. THE CONSTITUTION - NEW GOVERNANCE ARRANGEMENTS</b>	51 - 56
This report proposes that responsibility for the ongoing amendment of the Constitution passes to a standing committee, now that the role of the Constitutional Review Working Group (CRWG) in supporting the development and adoption of the Council's new Constitution has been concluded.	
<b>12. KEY DECISIONS AND THE FORWARD PLAN</b>	57 - 64
To review which decisions are to be regarded as key decisions and included	

	in the Forward Plan.	
<b>13.</b>	<b>APPOINTMENT OF THE CHAIRMAN AND VICE-CHAIRMAN OF THE OVERVIEW AND SCRUTINY COMMITTEE</b>	65 - 68
	To make appointments to the positions of Chairman and Vice-Chairmen of the Overview and Scrutiny Committee.	
<b>14.</b>	<b>CHAIRMAN AND VICE-CHAIRMAN OF THE STANDARDS COMMITTEE</b>	69 - 72
	To consider the appointment of a Chairman and Vice-Chairman to the Standards Committee.	
<b>15.</b>	<b>ECONOMIC STRATEGY FOR HEREFORDSHIRE 2011/16</b>	73 - 100
	That the content of the Economic Development Strategy for Herefordshire 2011-2016 is considered and agreed as a policy framework for sustainability and growth of the local economy and therefore approval of this item is reserved for Council.	
<b>16.</b>	<b>YOUTH JUSTICE PLAN</b>	101 - 120
	The Youth Justice Plan is prepared on an annual basis on behalf of Herefordshire Council and Worcestershire County Council. The basic plan preparation is undertaken by the Youth Offending Service according to the deadlines and guidance from the Youth Justice Board for England and Wales (YJB).	
<b>17.</b>	<b>STANDARDS COMMITTEE</b>	121 - 122
	To receive the report and to consider any recommendations to Council arising from the meeting held on 14 October 2011.	
<b>18.</b>	<b>HEREFORD &amp; WORCESTER FIRE AND RESCUE AUTHORITY</b>	123 - 128
	To receive the report of the meeting of the Hereford & Worcester Fire and Rescue Authority held on 28 September 2011.	
<b>19.</b>	<b>WEST MERCIA POLICE AUTHORITY</b>	129 - 132
	To receive the report of the meeting of the West Mercia Police Authority held on 27 September 2011. Councillor WLS Bowen has been nominated for the purpose of answering questions on the discharge of the functions of the Police Authority.	





# 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 the Cabinet, 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, 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.
- A member of the public may, at a meeting of the full Council, ask a Cabinet Member or Chairman of a Committee any question relevant to a matter in relation to which the Council has powers or duties or which affects the County as long as a copy of that question is deposited with the Monitoring Officer eight clear working days before the meeting i.e. by 12:00 noon on a Monday in the week preceding a Friday meeting.

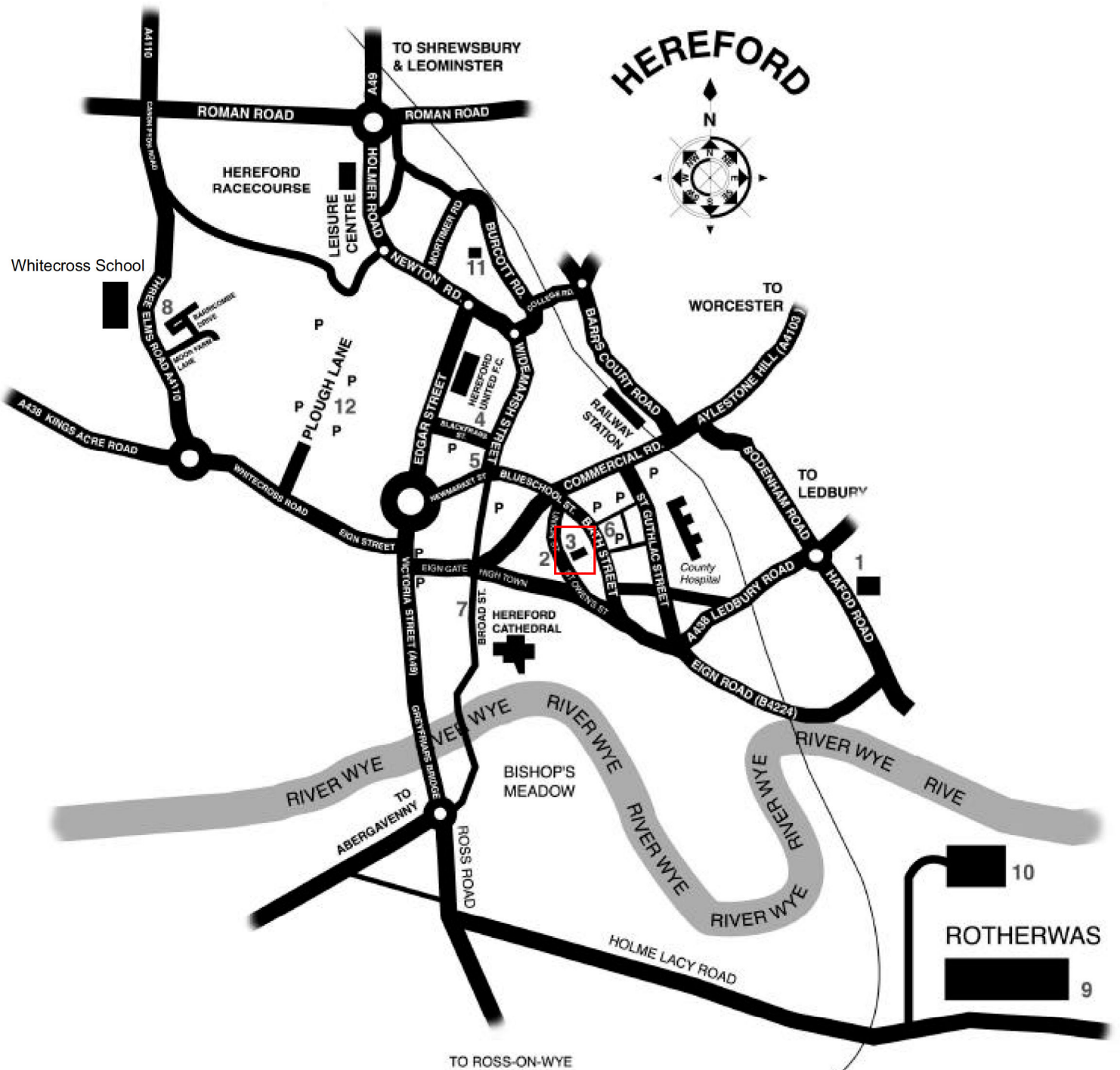
## Public Transport Links

- The Shirehall is ten minutes walking distance from both bus stations located in the town centre of Hereford. A map showing the location of the Shirehall is found opposite.



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  | Kemble House                      |
| 2 | Town Hall        | 8  | Trinity House                     |
| 3 | Shire Hall       | 9  | Thorn Office Centre               |
| 4 | Education Centre | 10 | Herefordshire Commercial Services |
| 5 | Garrick House    | 11 | Merchant House                    |
| 6 | Bath Street      | 12 | Plough Lane                       |



# **FIRE AND EMERGENCY EVACUATION PROCEDURE**

## **IN CASE OF FIRE**

**(no matter how small)**

1. Sound the Alarm
2. Call the Fire Brigade
3. Fire party - attack the fire with appliances available.

## **ON HEARING THE ALARM**

Leave the building by the nearest exit and proceed to assembly area on:

## **GAOL STREET CAR PARK**

**Section Heads will call the roll at the place of assembly.**



HEREFORDSHIRE COUNCIL

**MINUTES of the meeting of Council held at The Assembly Hall, Town Hall, St Owen Street, Hereford. on Friday 15 July 2011 at 10.30 am**

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

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

**14. PRAYERS**

The Very Reverend Michael Tavinor, Dean of Hereford, led the Council in prayer.

**15. APOLOGIES FOR ABSENCE**

Apologies had been received from Councillors CM Bartrum, FM Norman, J Stone and P J Watts.

**16. DECLARATIONS OF INTEREST**

Councillor H Bramer made a personal declaration, notice of motion one.

Councillor RJ Phillips, made a personal declaration, notice of motion two.

**17. MINUTES**

The Minutes of the Annual Council Meeting held on 27 May 2011 were approved as a correct record, subject to the following amendments:

Item 8

That it be noted that Councillor JD Woodward did not support the appointment of Councillor J Jarvis to the office of Leader of the Council.

Item 10

That '(a nem com vote by Council)' should be replaced by '(a nem con vote by Council)'.

That the typographical error on page 4 should be corrected to show 7 abstentions, not 27.

**18. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman, in her announcements informed Council that:

- On 15 June she had jointly hosted with HM Lord-Lieutenant the Queens Award for Voluntary Service Awards Giving and Tea Party in the Council Chamber at Brockington. Herefordshire had two winners, Bromyard Light Brigade and Yarpole Community Shop.
- On Monday 20 June 2011 she had hosted on behalf of the Council the Armed Forces Day Flag Raising Ceremony in the lead up to Armed Forces Day itself. The ceremony was attended by HM Lord-Lieutenant, the High Sheriff of Herefordshire, the Deputy Mayor of Hereford and representatives of all three Forces, the Royal British Legion, Market Town Mayors and our own Local Councillors.
- On Wednesday 22 June 2011 the new Livestock Market held their first sale day, which had been well attended.
- Members were reminded that nominations for the Pride of Herefordshire Awards had been requested. The closing date for nominations was the 27 July 2011.

## 19. QUESTIONS FROM MEMBERS OF THE PUBLIC

Copies of all public questions received by the deadline, with written answers, were distributed prior to the commencement of the meeting. A copy of the public questions and written answers together with the supplementary questions asked at the meeting and answers provided are attached to the minutes as Appendix 1.

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

Please see Appendix 2 to the Minutes.

## 21. NOTICES OF MOTION UNDER STANDING ORDERS

Two notices of motion were submitted for consideration by Council. The first notice of motion was submitted by Councillors: MAF Hubbard, AN Bridges, SM Michael, JD Woodward C Nicholls, MD Lloyd-Hayes, GA Powell, J Hardwick, AJ Hempton-Smith, CNH Attwood, J Knipe, A Seldon, GR Swinford, WLS Bowen, SJ Robertson, EPJ Harvey, FM Norman, JLV Kenyon, RI Matthews, R Preece and PJ Edwards.

The second notice of motion was submitted by Councillors: RI Matthews, MAF Hubbard, TM James, SJ Robertson, SJ Hempton-Smith, and A Seldon.

### FIRST NOTICE OF MOTION

*This Council notes:*

- 1 *The introduction of the new single Overview and Scrutiny Committee agreed at Annual Council meeting in May 2011.*
- 2 *The potential for improved policy development enshrined in the new system.*
- 3 *The "leaner meaner" nature of the proposed system, the potential savings and efficiencies the new system could produce.*
- 4 *The recommendation that any changes to scrutiny should be phased contained in the Review of the Overview and Scrutiny Function in Herefordshire Council (Lamb & Davis Dec 2008) and the lack of such phasing in the introduction of the new system by decision of Council at its annual meeting.*



- 5        *The current public perception, evidenced in the local press, that good practice is not being followed by having a member of the administration Chair the committee.*

*This Council resolves to offer the Chairmanship of Overview and Scrutiny Committee to an opposition member, restoring public confidence in the new scrutiny system.*

Councillor E Harvey proposed the Motion, and made the following points:

- That the Motion was not to be taken as a reflection of the competence of the present Chairman, but from best practice and the need for a pragmatic political approach to scrutiny.
- Concerns had been raised at 27 May Council about the proposed plans for a single scrutiny committee,
- It was recognised that there was potential for change at Overview and Scrutiny in order that it was more effective, however, it was felt that proposals had been voted through with a slim majority and in the interests of the County it was important to have public support for the proposals.
- It had been stated that the changes represented a 50% saving over the cost of the previous system, but there had been no clarity as to where these funds would come from.
- With this system, there was a 12 month lead time before any impact might be felt on the operations of the council
- There was concern that in the Lamb and Davis Report on the Overview and Scrutiny function (2008), it had been suggested that any changes to the system should be phased in. This had not taken place, and it was suggested that not more than one variable should be changed at any one time.
- The new system was being brought in without allowing Officers time to understand how it would work.

Councillor MAF Hubbard seconded the motion.

In discussion, the following points were made:

- A Member was surprised by the Motion before Council as they had attended the Call-in of the Herefordshire Music Service that had taken place on 11 July, and had been impressed by the way the meeting had been handled and by the robust debate and exhaustive question and answer session. The vote had been unanimous in favour of the amended proposal and there had been a vote of thanks for the Chairman. It was not believed that there was a public outcry over the changes proposed.
- A Member stated that whilst there had been a certain amount of double working in the Scrutiny Committee over the previous four years, this had been substantially reduced and the Committees had worked closely together. The challenge for scrutiny was how it would hold the Executive to account, and therefore provide better outcomes for the County. It was felt this process had been weakened by the appointment of the current Chairman and referred to the Constitution, which stated that no Member should be involved in scrutinising a decision which they had been directly involved in. As a Cabinet Member in the previous Administration, the Chairman of Overview and Scrutiny would inevitably be in the position of scrutinising decisions with which he had been closely involved.

- A Member said that they were not convinced of the argument concerning the negative public perception of the scrutiny appointments, and that none of their Parish Councils or residents had raised the issue in the previous six weeks.
- A Member said that a Task and Finish Group could have allayed many of the fears that had been raised at the Call-in of the Herefordshire Music Service. Parents had mistakenly believed that the Service was going to be closed down, when the decision was to restructure the Service in order to address the 10 year deficit. Task and Finish Groups would allow work to be undertaken in such areas in order to provide recommendations to Cabinet to help its decisions.

In reply to the comments and concerns that had been made, the Leader made the following remarks:

- That it was his intention to return to the original set up of scrutiny, where all Members of Council were involved in the process.
- That the correct Chairman had been chosen for the Overview & Scrutiny Committee had been shown by the way that the Call-in meeting had been chaired.
- Care should be taken that an outmoded view of opposition politics should not come to dominate the proceedings of the Council, and more emphasis should be placed upon the development of policy.
- He realised that the current Forward Plan was not appropriate to the work of the Council. This was being addressed as it was central to the decision processes of the Council.
- All roles on the Overview and Scrutiny Committee would be reviewed after the first year of the committee's operation, including that of the Chairman.

A Member reminded Council that, the Overview & Scrutiny Committee was able to hold partner organisations, such as the Police and Health Service, to account and it was important that a work plan was in place for this.

The Chairman called for a vote on the motion. Councillor MAF Hubbard raised a Point of Order.

The point of order raised was sustained, and the Monitoring Officer ruled that, under Section 4.1.13.27 of the Constitution, the procedural motion should be put to a vote.

A Named Vote was called for and taken.

The following Members voted for the Motion:

Councillors PA Andrews, CNH Attwood, WLS Bowen, AN Bridges, EMK Chave, PJ Edwards, J Hardwick, EPJ Harvey, AJ Hempton-Smith, MAF Hubbard, TM James, JLV Kenyon, J Knipe, MD Lloyd-Hayes, RI Matthews, PJ McCaull, SM Michael, C Nicholls, GA Powell, R Preece, SJ Robertson, A Seldon, GR Swinford, DC Taylor and JD Woodward.

The following Members voted against the Motion:

AM Atkinson PL Bettington, AJM Blackshaw, MJK Cooper, PGH Cutter, BA Durkin, DW Greenow, KS Guthrie, RB Hamilton, JW Hope MBE, JA Hyde, JG Jarvis, AW Johnson, P Jones CBE, JG Lester, G Lucas, JW Millar, PM Morgan, NP Nenadich, RJ Phillips, GJ Powell, PD Price, P Rone, P Sinclair-Knipe and DB Wilcox.

The following Members abstained:

Councillors LO Barnett, H Bramer and ACR Chappell

The Motion that the debate on the motion under standing order should be further debated was carried by 26 votes to 24 votes, with 3 abstentions.

In the ensuing discussion, the following points were made by Members:

- That the previous system had worked well for the Council, and had covered areas outside the remit of the Council.
- That the Motion had been designed to provide a public debate on the merits of the scrutiny system, and was not a reflection of the merits of individuals involved with it. This was a matter of principle and would show the electorate that the Council was transparent in its operation, and capable of working together in a consensual manner.
- That scrutiny had been set up in Herefordshire with a consensual approach, and had always been led by a Member of the Opposition.

A Named Vote was called for and taken.

The following Members voted for the Motion:

Councillors PA Andrews, CNH Attwood, WLS Bowen, AN Bridges, EMK Chave, PJ Edwards, J Hardwick, EPJ Harvey, AJ Hempton-Smith, MAF Hubbard, TM James, JLV Kenyon, J Knipe, MD Lloyd-Hayes, RI Matthews, PJ McCaull, SM Michael, C Nicholls, GA Powell, R Preece, SJ Robertson, A Seldon, GR Swinford, DC Taylor and JD Woodward.

The following Members voted against the Motion:

AM Atkinson PL Bettington, AJM Blackshaw, H Bramer, MJK Cooper, PGH Cutter, BA Durkin, DW Greenow, KS Guthrie, RB Hamilton, JW Hope MBE, JA Hyde, JG Jarvis, AW Johnson, P Jones CBE, JG Lester, G Lucas, JW Millar, PM Morgan, NP Nenadich, RJ Phillips, GJ Powell, PD Price, P Rone, P Sinclair-Knipe and DB Wilcox.

The following Members abstained:

Councillors LO Barnett and ACR Chappell

The motion that *This Council resolves to offer the Chairmanship of the Overview and Scrutiny Committee to an opposition member, restoring confidence in the new scrutiny system* was defeated by 26 votes to 25

## SECOND NOTICE OF MOTION

*This council notes that the economic situation is showing little sign of sustained recovery. Budgets in all areas are under great pressure, and with the knowledge that there will be a further £6,000,000 cut in Government funding from 2012-2013, further pressure is anticipated. This council therefore has no option but to make savings in order to protect frontline services, in particular where it affects the elderly and vulnerable generally.*

*This council therefore moves that an urgent meeting is arranged with the Chief Executive and Group Leaders to consider the possibility of a voluntary salary reduction*

*of senior members of staff. This would be in line with a number of local authorities who have recently implemented similar arrangements and would also assure the public that we are looking at all options during these challenging financial times*

Councillor RI Matthews proposed the motion, stating it was an issue throughout the country, and believed it was appropriate that it should be debated by Council. All options should be considered during the challenging times for the country, and added that although the number of senior managers had been reduced in the Council, it would be at least two years before savings from the costs of redundancies were felt.

Councillor SJ Robertson seconded the motion.

The Leader moved the following amendment to the motion:

In paragraph one the insertion of the word “nationally” following “economic situation”; and in paragraph two the deletion of text following “This Council” and the insertion of: “commends the actions already undertaken to reduce management costs and ensure that services to support those most in need in our community are being protected as far as is possible; notes the constitutional processes in place for determining terms and conditions of senior officers; and fully embraces the proposals set out in the Localism Bill.”

The Leader went on to say that he was conscious of the significant challenges facing the Council, and recognised that the highest calibre of officer was required to provide the necessary support. As the Constitution made provision for the appointment, in consultation with Group Leaders, of an Employment Panel to determine terms and conditions of employment for senior officers; it would be the appropriate body through which the senior pay policy statement would be prepared for recommendation to Council and it would be inappropriate to debate the merits of individual officer’s salaries in Council. Analysis of 2010 senior officer salary levels amongst unitary authorities both nationally and in the West Midlands showed that Herefordshire was broadly in line with the average of payments.

Annual pay awards for council staff had not increased since April 2008 and, with steady increases in inflation, together with national insurance and pension contribution changes, there had in fact been a real term reduction since then.

In the ensuing discussion, the following points were made:

- A Member could not support the amendment, as they felt that it was inappropriate to support any actions that had already been taken that related to the costs of interim posts, and the borrowing that had been undertaken to support these posts.
- The motion would make little impression on the level of savings required by the Council and was an inappropriate way to achieve the required cuts.
- Herefordshire was the first Council / PCT Partnership of its kind and there were few people in the UK who had Chief Executive and Director level experience in both Local Government and the Health sector. Until very recently, Herefordshire’s public services had a low profile amongst those building a career in public services.
- A response to the Hutton Review of Fair Pay was awaited from the Government, and it would be more useful to have this debate after the response had been published.

- The amendment that had been moved was not appropriate, and was patronising to the elderly, who were being asked to pay more for their care. Private sector employees throughout the country were being asked to take pay cuts of as much as 10% in order to keep businesses viable. .
- That there had been three Directors in Children's Services in the last three years, two of which had been interims. This had been as a result of not being able to attract people of the right calibre who were prepared to apply for the post.

A Named Vote was called for and taken.

The following Members voted for the Motion:

Councillors AM Atkinson, LO Barnett, PL Bettington, AJM Blackshaw, H Bramer, MJK Cooper, PGH Cutter, BA Durkin, DW Greenow, KS Guthrie, RB Hamilton, JW Hope MBE, JA Hyde, JG Jarvis, AW Johnson, P Jones CBE, JG Lester, G Lucas, JW Millar, PM Morgan, NP Nenadich, RJ Phillips, GJ Powell, PD Price, P Rone, P Sinclair-Knipe, DC Taylor and DB Wilcox.

The following Members voted against the amended Motion

Councillors PA Andrews, CNH Attwood, WLS Bowen, AN Bridges, EMK Chave, PJ Edwards, J Hardwick, EPJ Harvey, AJ Hempton-Smith, MAF Hubbard, TM James, JLV Kenyon, MD Lloyd-Hayes, RI Matthews, PJ McCaull, SM Michael, C Nicholls, GA Powell, R Preece, SJ Robertson, A Seldon, GR Swinford and JD Woodward.

The following Members abstained:

Councillor ACR Chappell

The Notice of Motion was carried by 27 votes to 23, with 1 abstention.

**RESOLVED: That: This council notes that the economic situation nationally is showing little sign of sustained recovery. Budgets in all areas are under great pressure, and with the knowledge that there will be a further £6,000,000 cut in Government funding from 2012-2013, further pressure is anticipated. This council therefore has no option but to make savings in order to protect frontline services, in particular where it affects the elderly and vulnerable generally.**

**This Council commends the actions already undertaken to reduce management costs and ensure that services to support those most in need in our community are being protected as far as is possible; notes the constitutional processes in place for determining terms and conditions of senior officers; and fully embraces the proposals set out in the Localism Bill.**

## 22. LEADER'S REPORT

The Leader of the Council, Councillor J Jarvis, presented his report to Council.

In highlighting aspects of the report, the Leader mentioned two recent achievements for Herefordshire:

- The Marches Local Enterprise Partnership (LEP) had selected Herefordshire's Rotherwas based bid for enterprise zone status. The proposal had been jointly

developed by the Herefordshire Business Board and Herefordshire Council, had been submitted to Government for consideration.

- The County had secured £4.9m Government funding from the Local Sustainable Transport Fund. Funding would support a range of activities within the County.

In the ensuing discussion the following points were raised:

- A Member expressed concern that the application for the Sustainable Transport Fund monies lacked imagination and had been submitted with no consultation with local Members. The leader undertook to discuss this matter further with them.
- That it appeared that the Council budget for 2010/11 had only been balanced by the use of extensive borrowing.

The Cabinet Member, Enterprise and Culture replied that the budget had been balanced by the use of earmarked reserves that had been put aside for that purpose. An additional £500k had been spent on winter maintenance after a particularly hard winter and £4m had been allocated to the Social Care budget in order to address issues around mental health and care for the elderly. Recovery budgets had been put in place in order to balance the other budgets.

He pointed out that the public sector operated by borrowing and that 20% of the borrowing was prudential, underwritten by the tax payer. All Unitary Authorities would carry levels of debt. The measures that had been taken should be seen against the requirement for £10.3m in cuts that had been imposed on the Council in 2010/11, together with an additional £6m in 2012.

- In reply to a Member's question, the Leader said that the Local Enterprise Partnership bid had made it into the last 29 in the country, and that the Defence Industries in the county had been considered as part of the bid.
- The Leader stated that Hereford needed a bypass of some description in order to alleviate traffic congestion, but that the statement in his report did not prejudge the issue, pre-empt where a road would be sited, or how it would be utilised. A Members' workshop on the matter would be held on the matter in August.
- That the main objective with the new scrutiny model was to get Members working on policy through Task and Finish Groups. The structure would be reviewed in 12 months time, and reconsidered if it had not delivered the required outcomes.

**RESOLVED: That the report be noted.**

### **23. REVISED CHIEF EXECUTIVE'S SCHEME OF DELEGATION**

Council received a report on the revised Chief Executive's Scheme of Delegation.

**RESOLVED:**

**THAT:**

- (a) the Council note the Scheme of Delegation in accordance with rule 3.8.10 of the Constitution;**

**(b) for the purposes of the operations of rule 3.8.10 the Chief Executive reports the scheme annually to the Council only if he finds it necessary to make changes to the scheme.**

## **24. SPECIAL RESPONSIBILITY ALLOWANCES**

*(Councillor A Seldon declared a personal interest.)*

Council considered a report on the payment of special responsibility allowances to Vice-Chairmen of the Overview and Scrutiny Committee.

Councillor MAF Hubbard proposed that an additional recommendation be included, to read: *That 50% of the annual savings made from the reduction in expenditure on Special Responsibility Allowances allocated to the Scrutiny process be set aside to be used as a discrete budget accessed by Chairman of Task & Finish Groups to cover the expenses of expert witnesses for particular reviews.*

Councillor A Seldon seconded the amendment.

The Leader said that he agreed with the sentiments of the amendment, but that it was not possible to provide funding from this source for technical reasons. He undertook to find funding for expert witnesses from other sources, and would discuss the matter further with the Chief Executive.

### **RESOLVED:**

**THAT special responsibility allowances be payable as follows:**

- **to the Vice-Chairman of the Overview and Scrutiny Committee with responsibility for Health and Wellbeing the sum of £4,000 per annum;**
- **to all other such Vice-Chairmen the sum of £3,500 per annum**

## **25. OVERVIEW AND SCRUTINY PROVISIONS IN THE CONSTITUTION**

Council considered a paper on revisions to the Constitution as a consequence of Council's adoption of a new scrutiny model.

In discussion, the following points were raised:

- A Member questioned the Call in provision at section 4.5.16.3, which limited Call-in to members of the Overview and Scrutiny Committee. He asked that the provision be reconsidered in order to allow all Members to have the opportunity to call in decisions. The Leader replied this suggestion would be given further consideration outside of the Council meeting.
- A Member questioned the provision at section 4.5.7.1 that allowed for the Chairman to cancel or postpone meetings of the Overview and Scrutiny Committee if there was no business to be conducted. He said that, by its very nature, there would always be business to be conducted by the Committee, and asked that this provision be removed.
- A Member asked that section 4.5.13.4 be amended to read 'if a Cabinet Member wishes to extend the deadline a report will be made to the Overview and Scrutiny Committee explaining why this is considered necessary.'

The Leader thanked Members for their comments, and said that they would be given further consideration outside of the Council meeting.

**RESOLVED**

**THAT:**

- (a) **the revisions to the Constitution as set out in the appendix to this report be approved;**
- (b) **the proportionality rules be suspended for Scrutiny Task and Finish Groups, on condition that no Task and Finish Group will consist solely of Members of one Political Group and the aim should be to secure cross-party engagement; and**
- (c) **the Monitoring Officer be authorised to make any further consequential amendments to the Constitution.**

**26. STANDARDS COMMITTEE**

Mr David Stevens presented the report of the Standards Committee.

**RESOLVED: That the reported be noted.**

**27. WEST MERCIA POLICE AUTHORITY**

Councillor WLS Bowen presented the report of the meetings of the West Mercia Police Authority held on 14 and 28 June 2011.

He reported that the Chief Constable of West Mercia Police, Mr Paul West QPM, would leave the force at the end of July 2011. The Deputy Chief Constable, Mr David Shaw, had been appointed with effect from 1 August 2011.

**RESOLVED: That the report of the meeting of the West Mercia Police Authority held on held on 14 and 28 June 2011be received.**

**28. HEREFORD & WORCESTER FIRE AND RESCUE AUTHORITY**

Councillor Brigadier P Jones CBE presented the report of the meeting of the Hereford & Worcester Fire and Rescue Authority which was held on 22 June 2011

**RESOLVED: That the report of the meetings of the Hereford & Worcester Fire and Rescue Authority which were held on 22 June 2011 be received.**

The meeting ended at 2.30 pm

**CHAIRMAN**



**PUBLIC QUESTIONS TO COUNCIL – 15 JULY 2011****Question from Mr P McKay, Hereford.**

## Question 1

At Council Meeting of 4 March I was advised that it is Council's objective to have complete and correct highway records, and that Council will consider if Council's map of recorded roads could be put online, combined with the map of rights of way, and Government Minister has also reportedly said that access is now taking on a central role in achieving many of the governments targets on health and promoting more sustainable rural communities. Looking through Council records it is apparent that for many years requests to add minor unrecorded roads to the records was considered by the Highway Committee. This committee no longer exists, and has not existed for many years, leaving no clear transparent democratic procedure for processing such requests, leaving house holders facing difficulties in getting roads to their properties recorded, and others such as parishes facing difficulties in getting corrections and additions made such as minor unsurfaced roads suitable for recreational use, with loss of access occurring from time to time. (The procedure for adding public rights of way is not considered to be appropriate it being limited to main use of foot or equestrian, does not record vehicular access, addresses public rights over land holdings rather than roads between land holdings, and takes Council many years to determine such applications)

*Could requests to record our minor unsurfaced roads be considered by the Regulatory Committee, which committee already considers diversion applications and the like, or some other suitable committee, so that our Councillors may decide such matters within a reasonable time scale, subject to reasonable verification such as Parish Council being in agreement that it is a road that ought to be recorded?*

**Answer from Councillor AJM Blackshaw, Cabinet Member Highways Transportation & Waste**

The Council Constitution sets out (in part 3.6.2) the respective responsibilities for discharging functions within the regulatory framework. Such matters as referred to by Mr McKay are not reserved to the Regulatory Committee; however the Committee does retain responsibility for overseeing the discharge of regulatory functions by officers and to consider and approve regulatory policies and procedures.

**Supplementary Question**

The above question was repeated by the questioner.

**Answer from Councillor AJM Blackshaw, Cabinet Member Highways Transportation & Waste**

The matter had been discussed with the Cabinet Member's predecessor, and would be considered at the appropriate time. The Cabinet Member would discuss the matter further with Mr McKay outside the Chamber.

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**Question from Mrs J Potter, Leominster.**

## Question 2

Vicarage Street Neighbourhood Watch, attempting to protect their neighbourhood, are concerned that Council would consider authorising a change to surface of a grass footpath at end of their street for purpose of vehicular use on balance of probabilities that an adjacent owner also owns

**PUBLIC QUESTIONS TO COUNCIL – 15 JULY 2011**

part width of footpath under common law, whilst West Mercia Police have consulted their solicitor and adopted the view the Land Registry are the proper people to determine who owns what, and that any vehicular use of the footpath until land ownership was registered would be unlawful.

*Would the Council please take likewise view that it would not authorise any work on and along the footpath for purpose of vehicular use until such time as the ownership of the land is registered with the Land Registry that would establish that vehicular use by landowner would be lawful?*

**Answer from Councillor AJM Blackshaw, Cabinet Member Highways Transportation & Waste**

Yes. However I can confirm that on the basis of the outcome of a land registry search, authority has been granted to the developer to carry out work along the public right of way within the legal limits allowed by the respective ownerships.

**Supplementary Question**

There was no supplementary question.

**Question from Mrs E Morawiecka, Breinton, Hereford.**

Question 3

As chairman of Breinton Parish Council I raised concerns about the local development framework process to the Overview and Scrutiny Committee back in October 2010. In particular I raised concerns over the consultation process, the reporting of subsequent feedback and reports that failed to accompany the core strategy and which are still not publicly available, such as the infrastructure delivery plan and the habitats registration assessment. In December 2010 written replies on all areas of the preferred policies were published except for those on the preferred options for Hereford City, which are still not available, over 6 months after the consultation was completed.

*Will the new Overview and Scrutiny committee consider the whole LDF consultation and reporting processes prior to the next public consultation, which Herefordshire Council proposed would start in July 2011, a timetable which was approved by the Conservative Council back in March 2011?*

**Answer from Councillor H Bramer, Chairman Overview & Scrutiny Committee**

As Chairman of Overview and Scrutiny Committee I have a responsibility to ensure provision in the committee's work programme to consider plans and strategies forming part of the Council's Budget and Policy Framework, of which the LDF is one; this I will do. However, given that Council has already endorsed the need for further consultation including a poll, I do not propose to schedule this work prior to the consultation; rather I would expect the Committee to be able to add most value in the development of this key Council policy statement if it is able to take account of the outcome of this consultation in its deliberations.

**Supplementary Question**

As the Council in March 2011 has already agreed the new timetable, what is the job of the Overview and Scrutiny Committee?

**Answer from Councillor H Bramer, Chairman Overview & Scrutiny Committee**

**PUBLIC QUESTIONS TO COUNCIL – 15 JULY 2011**

The Chairman reiterated that he did not intend to schedule the work of the Overview and Scrutiny Committee until the Committee have had the benefit of hearing the outcome of the consultation.

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**Question from Ms V Wegg-Prosser, Breinton, Hereford.**

## Question 4

The minimum costs of the proposed but not yet approved non-binding advisory community poll regarding the subject of a road round the city of Hereford were estimated to be around £50,000 in January 2011.

*What is the revised cost of this proposed but not yet approved non-binding poll now that the earliest date on which the poll can be considered by Overview and Scrutiny, were it to be approved, is 30 September 2011, and the poll itself will not be able to take place until after its wording has been subject to independent scrutiny before being publicised, therefore resulting in the likely date of the poll, if approved, in these inflation-rising times, to be some eleven months after the date of the provisional costing?*

**Answer from Councillor DB Wilcox, Cabinet Member Environment Housing & Planning**

At its meeting on 28 July Cabinet will receive a report on the strategy for the Local Development Framework. This will encompass any further consultation proposed, including a poll, and will set out the costs associated with this as well as proposed timing. I would also refer the questioner to the answer provided by the Chairman of Overview & Scrutiny to question 3.

**Supplementary Question**

Would the Cabinet Member provide confirmation that all those concerned would be consulted on the process?

**Answer from Councillor DB Wilcox, Cabinet Member Environment Housing & Planning**

All Group Leaders would be consulted on the holding of a poll. The matter would be considered by Cabinet on the 28 July, where a decision would be made. He was not in a position to prejudge the decision of that meeting.

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**Question from Mr P Mitchell, Herefordshire.**

## Question 5

Herefordshire Council's unlawful sanctioning of commercial advertisement along the open highway.

*Would the Cabinet member explain why Highways Policy application currently unlawfully sanctions these advertisements in direct contravention of numerous clauses of the Highway Act as well as the Authority's own Highway Policy and directly in contravention of statutory requirements for prior express planning consent under the Planning Act; and would the cabinet member explain why contrary to applicable legislation his Department no longer ensures that any of these unlawful advertisement displays have express planning consent as stipulated and required that they should have under the Planning Act?*

**PUBLIC QUESTIONS TO COUNCIL – 15 JULY 2011**

The consequence of the Authority's Planning and Highways Policy application is that legislative intent to regulate and control these advertisements is virtually completely undermined, subverted and effectively discarded by the Authority for these advertisements along the open highway - unlawfully"

**Answer from Councillor AJM Blackshaw, Cabinet Member Highways Transportation & Waste**

The Council's policy in relation to highways signage sets out the approach that is taken to enforcement which is undertaken in accordance with the resources available. This policy was adopted in July 2009 following extensive consultation and legal opinion, and I can confirm the council is acting lawfully.

**Supplementary Question**

Can this matter be addressed?

**Answer from Councillor AJM Blackshaw, Cabinet Member Highways Transportation & Waste**

Brown signage is an important issue for the county, but the Council must be mindful of having a light touch on these issues, particularly in these economic times.

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Question 6 disallowed on the grounds that the question is the same or similar to a question raised in the last six months (19 November 2010) Herefordshire Council Constitution Part 4, 4.1.14.7 c.

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**MEMBERS' QUESTIONS TO COUNCIL – 15 JULY 2011****Question from Councillor RI Matthews of Councillor RJ Phillips, Cabinet Member Enterprise and Culture**

*Can the Cabinet Member for Enterprise and Culture inform Council of the progress of the Broadband Pilot Scheme at present taking place in South Herefordshire, and assuming that the project will be implemented in the near future; can he tell us how the upgrade and installation of the new Broadband lines and other necessary work will be funded?*

**Answer from Councillor RJ Phillips, Cabinet Member Enterprise and Culture**

The procurement progress for the Borders Broadband project is underway and currently at the stage of evaluating the PQQ (Pre Qualification Questionnaire). Once completed the potential suppliers will enter a competitive dialogue with the council to secure the best solution for the county and its partner Gloucestershire. The south of the county and the Forest of Dean are the first phase, with the roll out to the rest of the county as part of the project.

Funding of £14.5m has already been secured from National Government via BDUK for the phase 1 area. These funds will be supported by private sector investment which will be determined as the project proceeds through procurement. Local authorities are being urged to support the capital investment based on the financial benefits that will be achieved through more services being delivered electronically at a reduced cost. Again, the level of support will depend on the outcome of the discussion with suppliers matched with the ambitions of providing a high level of access and speed of broadband.

**Supplementary Question**

In the light of the Culture Minister's announcement that there would be a cut in funding to the roll out programme for super fast broadband, and a shortfall of £550m had been announced. How would the required additional funding be raised?

**Answer from Councillor RJ Phillips, Cabinet Member Enterprise and Culture**

The first part of the programme was progressing well, and although the available funding from Central Government would not pay for the entire programme it was expected that a large percentage of funds would be forthcoming from the private sector. This money would come through the construction process in both the first and subsequent phases. It was not advisable to utilise public monies where the private sector was available to provide funds.

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**Question from Councillor RI Matthews of Councillor RJ Phillips, Cabinet Member Enterprise and Culture**

2 *Members have been frequently told that the development of the old Cattle Market site would generate between 12 and 15 million pounds for Herefordshire Council. Can the Cabinet Member tell us if this is still the case, and how much will the first phase of the development raise, and when is this payment anticipated?*

**MEMBERS' QUESTIONS TO COUNCIL – 15 JULY 2011**

The development of the old Livestock Market site will progress on a phased basis, phase one will commence in 2011. Additionally the scheme has reduced in size from that originally proposed. The progression of the scheme on a phased basis, and the reduction in size, will realise a range of financial benefits to the Council including a capital receipt and an increased revenue income from those assets within the site, the exact split and amount of these payments remains commercially sensitive.

Consideration has been given to the longer term financial benefits of the scheme rather than short term benefits in the immediate phasing. It is difficult to state at this time what the final value of the site will be but it should be noted that a Cabinet Member report of 17th September 2010 stated that there would be "An increase in overall scheme value and net financial position to the Council".

**Supplementary Question**

Was it true to say that the first phase of the project had provided no return to the Council?

**Answer from Councillor RJ Phillips, Cabinet Member Enterprise and Culture**

There was a balance to be struck between perseverance and receipts of funds. It would have been possible to sell such a valuable property to the highest bidder, but the Executive had decided to consider the long term position of the Council when making its decisions, and had ensured that a future Council could be in a position to sell the asset should it so desire.

**Question from Councillors WLS Bowen and SJ Robertson of Councillor PM Morgan, Cabinet Member Health and Wellbeing**

In view of the restructuring of the Early Years Support by the Local Authority to Childminders:-

- 3A *What measures have been implemented to protect the Quality Childminding Network and Community Childminding Scheme?*
- 3B *Does the Cabinet Member not agree that childminders provide a professional, flexible and diverse service to families and often play a key role in early intervention and safeguarding?*
- 3C *Is the Cabinet Member aware of the economic benefits brought to the local community by good childminding services?*

**Answer from Councillor PM Morgan, Cabinet Member Health and Wellbeing**

- 3A Quality assurance remains a key area of focus. This will include training and information sharing to enable childminder settings to develop their own quality assurance.

We will ensure the continuity of the Childminding Network.

- 3B Yes, and that is why we continue to support the further development of quality provision.

**MEMBERS' QUESTIONS TO COUNCIL – 15 JULY 2011**

- 3C Yes, both in enabling parents to return to the workplace and through the childminding services operating as small businesses thus contributing to the economy.

**Supplementary Question**

What resources were available to Early Years support, and how had these changed?

**Answer from Councillor PM Morgan, Cabinet Member Health and Wellbeing**

There were four staff available for Early Years support. It had been proposed that the number should be reduced to two, but following consultation, this decision had been changed, and the provision would be three staff. This would enable the team to work better and in a more sustainable way to provide a service in a sector that the Council could be proud of.

**Question from Councillor DC Taylor of Councillor JG Jarvis, Leader of the Council**

- 4 *I understand that there is a proposal for an additional committee or working group to be formed which would deal with rural issues in the County. Can the Leader confirm that this is to be the case and advise as to when it is to commence?*

**Answer from Councillor JG Jarvis, Leader of the Council**

I am actively considering proposals for a committee or member group to deal with rural issues. I envisage that its membership would be drawn from ward members serving those areas outside the major conurbations. The Monitoring Officer will be bringing forward proposals for consideration, with a view to its introduction later in the autumn of this year. In the meantime I will be establishing mechanisms for informally consulting with rural members on the development of this proposal.

**Supplementary Question**

When would the committee or member group to deal with rural issues be implemented?

**Answer from Councillor JG Jarvis, Leader of the Council**

I am keen to ensure that this should be brought forward as quickly as possible, but there have been technical difficulties in setting it up. A proposal would need to be approved by Council at its next meeting. Informal meetings of the group would be put in place as soon as possible.

**Question from Councillor EPJ Harvey of Councillor JG Jarvis, Leader of the Council**

Question 5A disallowed on the grounds that it is the same or similar to a question raised in the last six months (15 July 2011 - the same question has been raised by a member of the public) Herefordshire Council Constitution Part 4, 4.1.15.4 c.

**MEMBERS' QUESTIONS TO COUNCIL – 15 JULY 2011**

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**Question from Councillor EPJ Harvey of Councillor JG Jarvis, Leader of the Council****Public consultation**

Cllrs Jarvis and Blackshaw have both stated publicly that Herefordshire Council's consultation procedures — especially on the Local Development Framework — have achieved 'widespread acclaim' and are regarded as among the best in the country.

*5B Could they provide further details on how public consultations carried out by the Council have been assessed and ranked with respect to those of other councils?*

**Answer from Councillor DB Wilcox Cabinet Member Environment Housing & Planning**

Typical responses achieved by other local planning authorities to consultations on Core Strategies vary from around 50 (in total) to over 5,000. During 2010 responses to the Place Shaping Paper and the follow-on consultations totalled over 5,000. This is one of the highest figures achieved by any English local planning authority to a Core Strategy consultation.

**Supplementary Question**

How has the fact that 50% of responses to the surveys in the County were negative, a figure rising to 80% within Hereford, how have the responses to the consultation been taken into account?

**Answer from Councillor DB Wilcox Cabinet Member Environment Housing & Planning**

Amendments to the Core Strategy have been made, and there would be a seminar for all Members on this issue on the 1 August.

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**Question from Councillor MAF Hubbard of Councillor JG Jarvis, Leader of the Council.**

Question 6A disallowed on the grounds that it is the same or similar to a question raised in the last six months (4 March 2011) Herefordshire Council Constitution Part 4, 4.1.15.4 c

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**Question from Councillor MAF Hubbard of Councillor JG Jarvis, Leader of the Council**

Proposed poll on relief road

Given the statement by the Leader, para 10 of Leader's report in this agenda (p 17 ):



**MEMBERS' QUESTIONS TO COUNCIL – 15 JULY 2011**

“Finally I must report meeting with both Herefordshire’s MP’s regarding our referendum promise to create a second river crossing and relief road. I am determined to bring plans forward for a relief road that takes traffic from the A49 fully around the city – not half way and not pursuing a route that stands no chance of success. The future without a full relief road is unthinkable, and I am committed to its delivery.”

*6B Is the Cabinet still proposing to spend £50k on a postal ballot on a question concerning a relief road when it has already determined its course of action regardless of the results?*

**Answer from Councillor Jarvis, Leader of the Council**

I refer Cllr Hubbard to the answer given by Cllr Wilcox to public question 4. I would also emphasise that an advisory poll would form a part of the wider body of evidence on which the LDF Core Strategy will be based.

**Question from Councillor SJ Robertson of Councillor DB Wilcox, Cabinet Member Environment, Housing and Planning**

At the Cabinet Meeting in February and the Council meeting in March, we were informed that a consultation on the Local Development Framework and Referendum on the Relief Road would be taking place in July. We are now half way through July and there is no sign of a consultation, although I understand that there will be an announcement at the next Cabinet meeting on 28 July.

*7A Why have the responses to the Hereford City Preferred Options not been made public and will these be made available as part of the consultation process?*

*7B If the consultation commences at the end of July, does the cabinet member not feel that the summer holiday period could have a negative impact resulting in a reduced response rate?*

*7C Has every effort been made to ensure that any future consultation documents for the Local Development Framework are user friendly and free of jargon?*

**Answer from Councillor DB Wilcox, Cabinet Member Environment, Housing and Planning**

7A These have recently been made available on the Council website at the following link: <http://www.herefordshire.gov.uk/housing/planning/34819.asp>

7B I refer Cllr Robertson to the answer provided to public question 4. I would expect any proposals being considered by Cabinet to take account of the impact of the summer holiday period.

7C I can confirm that every effort will be made to present information in a user-friendly way.

**MEMBERS' QUESTIONS TO COUNCIL – 15 JULY 2011**

**Supplementary Question**

In view of the public feeling on the LDF and the last consultation, should not this be included on the programme for Overview and Scrutiny?

**Answer from Councillor DB Wilcox, Cabinet Member Environment, Housing and Planning**

I take on board the comments that have been made and these points will be made at the seminar on the 1 August.

<b>MEETING:</b>	<b>COUNCIL</b>
<b>DATE:</b>	<b>18 NOVEMBER 2011</b>
<b>TITLE OF REPORT:</b>	<b>QUESTIONS FROM MEMBERS OF THE PUBLIC</b>
<b>REPORT BY:</b>	<b>ASSISTANT DIRECTOR LAW, GOVERNANCE AND RESILIENCE</b>

**CLASSIFICATION:** Open

### **Wards Affected**

County-wide

### **Purpose**

To receive any questions from members of the public deposited more than eight clear working days before the meeting of Council.

### **Introduction and Background**

- 1 Members of the public may ask a question of a Cabinet Member or Committee or other Chairmen. Written answers will be circulated to Members, the press and public prior to the start of the Council meeting. Questions subject to a Freedom of Information request will be dealt with under that separate process.
- 2 Standing Order 4.1.14.4 of the Constitution states that: a question may only be asked if notice has been given by delivering it in writing or by electronic mail to the Monitoring Officer no later than midday eight clear working days before the day of the meeting (ie the Monday of the week preceding the Council meeting where that meeting is on a Friday). Each question must give the name and address of the questioner and must name the person to whom it is to be put.
- 3 A questioner who has submitted a written question may also put **one** brief supplementary question without notice to the person (if s/he is present at the meeting) who has replied to his or her original question. A supplementary question must arise directly out of the original request or reply. The Chairman may reject a supplementary question on any of the grounds for rejecting written questions set out in these Council rules or if the question is too lengthy, is in multiple parts or takes the form of a speech. In any event, any person asking a supplementary question will be permitted only **1 minute** to do so.
- 4 The Monitoring Officer may reject a question or a supplemental question if it:
  - Is not about a matter for which the Council has a responsibility or which affects the County or a part of it;
  - Is illegal, scurrilous, defamatory, frivolous or offensive or otherwise out of order;

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Further information on the subject of this report is available from  
Chris Chapman, Assistant Director Law, Governance and Resilience on (01432) 260200

- Is substantially the same as or similar to a question which has been put at a meeting of the Council in the past six months or relates to the same subject matter or the answer to the question will be substantially the same as the previous answer;
  - Requires the disclosure of confidential or exempt information;
  - Relates to a planning or licensing application;
  - Relates to an employment matter that should more properly be dealt with through the Council's Human Resources processes.
- 5 There will be a time limit of a maximum of 30 minutes for public questions and of 30 minutes for Members' questions. If either public or Member questions are concluded in less than 30 minutes, then the Chairman may allow more time for either public or Member questions within an overall time limit of one hour for all questions and supplementary questions. There will normally be no extension of time beyond one hour, unless the Chairman decides that there are reasonable grounds to allow such an extension, and questions not dealt with in this time will be dealt with by written response. The Chairman will decide the time allocated to each question. The register of questions put to the Council meeting, both questions allowed or rejected, is available at a Council meeting for members of the public to view.

## **Questions**

- 6 Five questions have been received by the deadline and are attached at Appendix 1.

## PUBLIC QUESTIONS TO COUNCIL – 18 NOVEMBER 2011

## Question from Mr P Mitchell, Herefordshire

## Question 1

It was recently reported in the Hereford Times that the Council will press ahead with their commitment to a new bypass for Hereford without further public consultation on the assumption that the wider council taxpaying public would support this – and by implication this priority over other capital spend options such as schools, care homes, other essential civic infrastructure maintenance or new build.

Given the adverse Council funding conditions which have been prevailing in recent years and which are likely to continue for some time (inflationary costs have risen significantly ahead of Council's funding receipts)

*Can the Council justify and demonstrate the wisdom, feasibility and financial affordability of committing to its decision (and explain its assumption of public support).*

This against a backdrop of confirming its first priority must always be to meet rising financial costs of maintaining essential public services and support to the vulnerable whilst at the same time also ensuring council tax payments will not be allowed to rise. Even if justifiable in this context, in the absence of suitable asset disposals this will inevitably result in reducing its available funding to meet any of its capital spend aspirations.

There has previously also been implied dependency that developer/s will be sufficiently commercially incentivized to meet a substantial proportion of the 9 figure cost of this bypass. The extent is also a highly questionable contention and equally difficult to justify and demonstrate given that unless the developer can commit to on balance sheet funding they will otherwise (in an unfavorable climate) need to seek very difficult to obtain project finance. In either event to be justifiable any such development will have to generate sufficiently attractive and financially sustainable rates of returns to cover their financing costs, overall development costs (including contribution to the bypass) against realistic and achievable asset valuations and any associated supporting income streams going forward in today's less than rosy economic climate. Always of course assuming mutual desirability of associated proposed developments – with Council meeting their civic duty to ensure they socially and responsibly achieve, not at the expense of, the wishes, aspirations, interests and needs of the people of Hereford.

The wisdom and validity of such assumptions and commitments by the Council and the dependency on the developer to deliver low risk (to the Council / Taxpayer) and suitable support in meeting what the City wants and needs must be very questionable at least for some considerable time to come. Particularly given that council taxpayers themselves are under enormous similar financial pressures and are therefore likely to find **any** increased risk of council tax rises unwelcome if not intolerable.

## PUBLIC QUESTIONS TO COUNCIL – 18 NOVEMBER 2011

**Question from Mr P McKay, Hereford**

## Question 2

*With a year having passed since I last enquired and it still not being known which of our unsurfaced roads suffer from long term obstructions to equestrians, even though they are inspected annually on foot if need be, and our meeting subject of reply to question at May Full Council meeting being unrecorded, may I enquire if you could confirm that Council is considering modification to the roles of Highways and Rights of Way to make them more efficient and effective, so that highways undertake all surface maintenance functions, that being what they are best at, and more importantly that Rights of Way undertake all access inspections with any follow up actions, that being what they are best at, so that it will be known within 12 months which of our unsurfaced maintained and non-maintained roads are obstructed, ploughed, have broken gates, where signs would be beneficial, etc., they comprising about 30% of available equestrian routes, with appropriate action being taken in similar manner as is done for our ramblers with footpaths?*

**PUBLIC QUESTIONS TO COUNCIL – 18 NOVEMBER 2011**

**Question from Mr T Packham, Grafton, Hereford**

Question 3

I refer to routes A301 SC1 and A302 SC2 in the October 2010 Amey Plan. Link SC2 runs to the south of Hayleasow Wood to avoid what is an area of Ancient Woodland and a SWS, and was the route favoured by the Study of Options Environmental Assessment Report Hereford Relief Road August 2010 (see page 51).

I am therefore very concerned about the 3rd route, shown red, that has now been hastily proposed, without any consultation with the Parish Council or local residents and which has not been assessed for its environmental impacts on the surrounding area, in particular the Ancient Woodland site.

*Why has the Council re-routed the road in response to just three objections from the Haywood Lodge area, without wider consultation, and with no environmental assessment of this new proposed route?*

**PUBLIC QUESTIONS TO COUNCIL – 18 NOVEMBER 2011**

**Question from P Churchward, Breinton, Hereford**

Question 4

*Can the Council confirm the value of its assets, loans and liabilities and the ratio of this figure against assets held on the balance sheet?*



**PUBLIC QUESTIONS TO COUNCIL – 18 NOVEMBER 2011**

**Question from AT Oliver, Hereford**

Question 5

In the light of the fact that violence towards women is said to be increasing; that on average one woman per week in the UK is killed by their partner; that apparently a significant number of young people believe it is alright to slap, punch, abuse a female partner for any misdemeanour and that teenage pregnancies are still increasing.

*Would the Cabinet Member for Children's Services give a categorical assurance that this Council will insist on Herefordshire's secondary schools providing comprehensive sex education?*

(Sex education which includes not only the biology of sex but also the issue of relationships between the sexes, which makes clear that it is not acceptable behaviour to abuse, or use violence towards your partner, and also informs young women that it is not normal to be in a relationship which involves physical violence and controlling behaviour and that society will provide help and support if they are trapped in such a relationship.)



<b>MEETING:</b>	<b>COUNCIL</b>
<b>DATE:</b>	<b>18 NOVEMBER 2011</b>
<b>TITLE OF REPORT:</b>	<b>LEADER'S REPORT</b>

**CLASSIFICATION:** Open

### **Wards affected**

County wide

### **Purpose**

To agree revisions to the timetable for production of a policy framework item; and to provide an overview of the Executive's activity since the last meeting of Council.

### **Recommendations**

**THAT:**

- a) **The revised timetable for the production of the Local Development Framework, as set out at paragraph 2 below, be agreed;**
- b) **The appointment of an additional Cabinet Member, and consequent changes to cabinet member portfolios be noted; and**
- c) **The overview of the Executive's activity be noted.**

### **Report**

#### **Local Development Framework**

1. Members will of course be aware that we have begun the public consultation on the Local Development Framework (LDF) Revised Preferred Options; the consultation remains open until 28<sup>th</sup> November. We believe the changes we are proposing will put us in the best position to meet the needs of our communities in the future – whether through housing, jobs, shopping or leisure – whilst protecting our natural environment. I would like to use this opportunity to encourage everyone to get involved – this affects the future of the whole county, and we really want your views.
2. To allow for this further consultation, which is a result of our responding to issues raised in previous consultations as well as changes in national government policy, Council is asked to approve revisions to the timeframe agreed on 3 March 2011 as set out below.

<b>ACTIVITY</b>	<b>DATE</b>	<b>REVISED DATE</b>
Consultation	July - October 2011	September – November 2011

Overview & Scrutiny Committee <i>NB OSC are separately considering the consultation process, as opposed to outcome, in December</i>	December 2011	TBC – before May 2012
Cabinet	January 2012	May 2012
Council approve submission of draft Core Strategy	February 2012	July 2012
Pre-submission publicity	March/April 2012	August – September 2012
Submission to Secretary of State	May 2012	October 2012
Public Examination of Core Strategy	-	Winter 2012
Adoption of Core Strategy	-	Spring 2013

### **Budget**

3. The budget planning process is now well underway. I am sure that none of us are under any illusions about the financial challenges that we, as other councils, our public sector partners in Herefordshire, and indeed national governments, are facing. However we have over the past months and years, been putting in place a number of actions to ensure that we are as lean and efficient as possible and that bureaucracy is kept to a minimum. I do not claim that we have reached our end goal, but the focus remains unchanged and we are starting to see the benefits of those actions. A series of events are being held in our nine locality areas to help us shape our budget proposals; at the events, residents, local interest groups and charities will be invited to discuss what their priorities are ranging across health, social care and other local services I see this as the beginning of a big conversation which will help us define our priorities for where budgets should be spent and I encourage as many people as possible to take part.
4. Local Councils, representing our parishes, towns and city, have a key role to play to encourage and support whole community responses to issues of importance locally. As well as engaging with local councils in our budget setting process, we have signed up to a Parish Charter, developed jointly with local councils within the county, which will help to guide our future relationships and which reflects good practice from other areas. As ward members we all have a role to play in supporting the development of these all-important working relationships.
5. Cabinet received a report on implementation of our agreed Accommodation Strategy. We are now in a position whereby the strategy can be delivered without the need for a new build headquarters – this is an extremely positive step, reflecting our continued emphasis on driving efficiencies, and one that I am sure many members will welcome.
6. The Executive has also taken, as an item of special urgency, a decision to invest in energy efficient street lighting and traffic signals. This investment not only results in revenue savings in future years, but contributes significantly to our carbon reduction targets.

### **County Achievements**

7. Following work led jointly by the Herefordshire Business Board and Visit Herefordshire, a new brand for the county has been launched. The flexible brand, incorporating the iconic Hereford Bull, will help to establish a consistent identity for the county whether for tourists, businesses or local communities. A copy of the launch presentation is available to view at the following web link: <http://www.slideshare.net/rejoneshc/herefordshire-brand-launch-presentation-visit-herefordshire-6102011>

8. I am delighted that we have been successful in securing further funding of £1.5m from the Regional Growth Fund to support the established redundant buildings grants programme administered by Herefordshire Council on behalf of the local authorities within the Marches Local Enterprise Partnership (LEP). This funding is expected to support over 50 businesses in the coming two years resulting in both the creation of new employment opportunities and safeguarding of existing jobs. The previous scheme, which covered Herefordshire, Shropshire, Telford & Wrekin and Worcestershire, saw £2.9m awarded to 100 projects which have created and safeguarded 743 jobs.
9. Following the granting of planning consent for the old market site, the developers, Stanhope were able to confirm that Debenhams had joined Waitrose and Odeon in signing for the scheme. This is fantastic news for Hereford and will provide a real boost to the city's overall retail and leisure offer. The Executive has also approved compulsory purchase orders necessary to support progression of the retail area development.
10. The county has again demonstrated its creative talent during September's H.Art week and the Contemporary Craft Fair held at the Courtyard Theatre between 11<sup>th</sup> & 13<sup>th</sup> November. We are also pleased to support the Herefordshire Photography Festival currently running until 26<sup>th</sup> November. We should be rightly proud of the wide range of talent within our county.
11. Herefordshire's excellent tradition of growing and producing wonderful quality food was celebrated at the Food Festival held recently at the racecourse, and at the Flavours of Herefordshire awards ceremony. As members of the Herefordshire Food Partnership, we have also seen the publication of "From Field to Table", a sustainable food strategy and action plan for the county. The strategy aims to bring about an integrated, county-wide approach to activity in the food and drink sector through co-operation between local government, health service, business and community partners.
12. With our partners HALO Leisure, we have completed the first phase of a £3.5m investment programme at Hereford Leisure Pool with the opening of a new changing village. Work is now underway on the 'dry' facilities at the site to provide a new gym, dance studios, café and reception area, which should be completed in the late spring of 2012.
13. The annual children's services assessment letter from Ofsted has been received, and I am delighted to note that Ofsted has judged Herefordshire's children's services to be good or better. Inspectors reported that a particular strength is the highly effective arrangements that are in place to support families and cases not requiring intervention. The council has worked with health professionals and other agencies to provide support and help to families before intervention is needed, and I commend the work of all those involved in helping deliver this improvement.
14. Members will also be pleased to note that in its Annual Audit Letter for 2010/11 the Audit Commission have given an unqualified opinion on both the Council's financial statements and its arrangements to secure value for money. The Audit Commission also noted that the Council has generally good financial management arrangements and managed the implementation of International Financial Reporting Standards very well.

#### **Cabinet Member Appointment**

15. Members will be aware from a report elsewhere on Council's agenda of changes to Overview and Scrutiny Committee appointments. I would like to thank Cllr Harry Bramer for his Chairmanship of Overview & Scrutiny Committee and for guiding the introduction of the new arrangements. I have invited him to use his considerable skills to overview, as a Cabinet Member, major contracts such as waste disposal and the contract with Amey. By bringing this focus into the executive team, this responds to comments made by the Audit Commission. The revised Cabinet Portfolio list is appended, for the information of Council.

## Rural Members Forum

16. This informal forum open to all ward members representing rural wards has recently held its first meeting to establish its work programme. As this forum is intended to be an informal network where rural ward members may share issues (and good practice) in common to rural areas, and ensure those issues are fed through to the executive, I don't currently propose to establish this as a formal committee within the constitution; we will however, review how effectively the forum is operating after a year to ensure it is adding value.

## Other Issues

17. In addition, the Executive has considered the following issues:

- a) *Budget and Performance Monitoring Reports* – In July and October Cabinet considered reports on 2011/12 performance and revenue and capital outturn. Actions being taken to address areas of underperformance were noted and amendments to the measures, targets and projects within Theme 2 of the Joint Corporate Plan (Improve Health & Social Care) were agreed.
- b) *Policy Framework Items* – Cabinet has recommended the Economic Development Strategy and Youth Justice Plan to Council and these items appear elsewhere on the agenda today.
- c) *Subsidised Bus Network* – Following extensive consultation Cabinet has agreed actions to meet the requirement for budget savings in relation to subsidised public transport whilst seeking to minimise the impact of those savings on bus service users.
- d) *Director of Public Health Annual Report/Establishing the Evidence Base for Commissioning* – Cabinet have received presentations on the annual report of the Director of Public Health, the Joint Strategic Needs Assessment and the State of Herefordshire Report; these documents collectively will inform future commissioning arrangements within the council and for our partners, and I would encourage all members to look at the key findings.
- e) *Coroners' Service* – The Cabinet Member Corporate Services & Education has confirmed arrangements for the delivery of a Coroner's service in Herefordshire.
- f) *Delivery of Affordable Housing* – The Cabinet Members for Corporate Services & Education and Environment, Housing & Planning have agreed proposals for the use of council owned land to support the delivery affordable housing, and a preferred delivery partner.
- g) *West Midlands Councils* – I have accepted the constitution governing the operation of West Midlands Councils.
- h) *Hereford Buttermarket* – The Cabinet Member Highways, Transportation & Waste has approved the appointment of Wrenbridge-Trebor LLP as the preferred developer for the redevelopment of the Buttermarket scheme and agreed the negotiation of a memorandum of understanding between the council and Hereford Futures in respect of the scheme.
- i) *Shared Services* – Cabinet received a report on progress made by the Shared Services Company (now known as Hoople) established earlier in the year by the council, NHS Herefordshire and Wye Valley NHS Trust.
- j) *HPS Governance* – Cabinet have agreed revisions to the arrangements for future governance of the Herefordshire Public services partnership reflecting national changes to health commissioning and health & wellbeing arrangements.
- k) *Marches Local Enterprise Partnership (LEP)* – I recently attended at the Houses of Parliament the inaugural meeting of a cross party committee to support the LEP network.

l) *Parliamentary Boundary commission* – Cabinet noted the proposals being made by the Boundary commission in respect of parliamentary constituencies covering the county. Concern was expressed that these proposals were not supportive of maintaining the Herefordshire identity and it was agreed that a cross-party group review the proposals and consider what response, if any, should be proposed from Herefordshire. A report on the outcome of that group’s considerations appears elsewhere on council’s agenda.

18. Finally, despite an unexpectedly warm autumn, we and our partners have been preparing for the coming winter. Amey have ensured that gritting supplies are in place to keep our key road networks running, and the annual programme of flu vaccination to those most vulnerable is well underway. Whilst public services can provide a range of support to people during severe weather, we also acknowledge there is much that individuals and the community can do to help themselves and each other. Some basic advice on some of these actions is available on our website at the following web link:  
[http://www.herefordshire.gov.uk/advice\\_and\\_benefits/winteradvice.asp](http://www.herefordshire.gov.uk/advice_and_benefits/winteradvice.asp)

## **Financial Implications**

19. The role of Cabinet Member attracts a special responsibility allowance which is set by Council, informed by the recommendations of the Independent Remuneration Panel. Whilst there is capacity within the allocated budget to increase the number of Cabinet Members, it should be noted that Cllr Bramer has advised the Chief Executive that he will not draw the allowance and therefore there are no financial implications arising from the appointment.

## **Appendices**

Appendix 1 – Cabinet Portfolio List





**CABINET MEMBER PORTFOLIOS**

<p><b>LEADER (CORPORATE STRATEGY AND FINANCE) COUNCILLOR JG JARVIS</b></p> <ul style="list-style-type: none"> <li>• Corporate policies and strategies</li> <li>• Recommend to Council the Policy Framework (as defined in the Council Constitution)</li> <li>• Agreeing and leading the process for setting the budget</li> <li>• Agreeing and leading the process for recommending to Council the Council Tax, NNDR</li> <li>• Communications Strategy, promotion of the Council and external liaison</li> <li>• Local Government issues including functions, structure, Boundary Commission</li> <li>• European, national and regional matters</li> <li>• Key partnerships including Herefordshire Public Services, Local Strategic Partnership (Herefordshire Partnership) and the Hereford Futures Board</li> <li>• Any initiative not specifically allocated to any other portfolio.</li> </ul>
<p><b>CORPORATE SERVICES AND EDUCATION – COUNCILLOR PD PRICE (DEPUTY LEADER)</b></p> <p><b>Support Team:</b> Finance &amp; Commercial Services: Cllr T Johnson</p> <ul style="list-style-type: none"> <li>• Legal and Democratic Services</li> <li>• Land Charges</li> <li>• External and Internal Communications Implementation and Delivery</li> <li>• Corporate Programmes</li> <li>• Research</li> <li>• Shared Services Programme</li> <li>• Customer Services (including INFO, Insight and feedback)</li> <li>• Financial and administrative arrangements including business planning</li> <li>• Community engagement</li> <li>• Registration Services (life events)</li> <li>• Modern Records</li> <li>• Human Resources &amp; Organisational Development</li> <li>• Emergency Planning &amp; Business Continuity</li> <li>• Performance Management &amp; Improvement framework</li> <li>• Equalities &amp; Human Rights</li> <li>• Coroner’s Service</li> </ul>

<ul style="list-style-type: none"> <li>• Asset management (strategic)</li> <li>• Property (strategic)</li> <li>• Audit</li> <li>• Housing/Council Tax Benefits</li> <li>• Financial practice and standards</li> <li>• Financial management</li> <li>• Risk Management</li> <li>• Smallholdings Estates</li> <li>• ICT and e-government</li> <li>• Information Governance (including security &amp; data sharing)</li> <li>• To provide leadership across the range of Local Authority services and through engagement with a particular focus on education and achievement</li> <li>• School improvement and achievement</li> <li>• Services for schools</li> <li>• Educational achievement of looked after children</li> <li>• Post 16 education and training (excluding lifelong learning)</li> <li>• Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio</li> <li>• Any other specific responsibilities as allocated by the Leader</li> </ul> <p>NB For the avoidance of doubt these responsibilities exclude any functions delegated to school governing bodies; AND these functions exclude those allocated to the Audit and Corporate Governance Committee. This Cabinet member exercises education services functions conferred on the lead member for Children's Services in accordance with the Children Act 2004.</p>	<p><b>ENTERPRISE &amp; CULTURE - COUNCILLOR RJ PHILLIPS</b></p> <p><b>Support Team:</b> Broadband &amp; Rural Access: Cllr G Powell</p> <ul style="list-style-type: none"> <li>• Cultural Services</li> <li>• Heritage Services</li> <li>• Archive Services (public records office)</li> <li>• Library Services</li> <li>• Lifelong Learning</li> <li>• Leisure</li> </ul>
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<ul style="list-style-type: none"> <li>• Common Land</li> <li>• Tourism</li> <li>• Voluntary/Community Sector Support (Strategy)</li> <li>• Economic Development</li> <li>• Regeneration Strategy &amp; Projects</li> <li>• Rural issues including access to services</li> <li>• Broadband</li> <li>• Hereford Futures Programme</li> <li>• Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio</li> <li>• Any other specific responsibilities as allocated by the Leader</li> </ul> <p>NB For the avoidance of doubt these responsibilities exclude any functions allocated to the Planning or Regulatory Committees</p> <p><b>ENVIRONMENT, HOUSING &amp; PLANNING – COUNCILLOR DB WILCOX</b></p> <p><b>Support Team:</b>            Planning: Cllr RB Hamilton</p> <ul style="list-style-type: none"> <li>• Land drainage and flood alleviation</li> <li>• Rivers and waterways</li> <li>• Travellers</li> <li>• Planning and land use policy</li> <li>• Conservation</li> <li>• Housing (strategic)</li> <li>• Homelessness, housing allocation and housing condition</li> <li>• Public Conveniences</li> <li>• Cemeteries, crematoria and disused burial grounds</li> <li>• Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio</li> <li>• Any other specific responsibilities as allocated by the Leader</li> </ul> <p>NB For the avoidance of doubt these responsibilities exclude any functions allocated to the Planning or Regulatory Committees</p> <p><b>HEALTH &amp; WELLBEING – COUNCILLOR P M MORGAN</b></p> <p><b>Support Team:</b>            Children: Cllr J Hyde            Adult Social Care: Cllr N Nenadich</p>
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<ul style="list-style-type: none"> <li>• To provide leadership and ensure co-ordination across the range of Local Authority children's services, and through engagement with partners, with a particular focus on health &amp; wellbeing and safeguarding:</li> <li>• Children's services including family services and child protection</li> <li>• Corporate parenting</li> <li>• Early Years/Sure Start</li> <li>• Youth Service including youth offending</li> <li>• Children's social care commissioning</li> <li>• Lead member for Children's Services in accordance with the Children's Act 2004</li> <li>• Leadership re Health &amp; Wellbeing Board</li> <li>• Environmental Health</li> <li>• Animal Health &amp; Welfare</li> <li>• Trading Standards</li> <li>• Licensing</li> <li>• Environmental promotion and protection</li> <li>• To provide leadership and ensure co-ordination across the range of Local Authority adult social care services, and through engagement with partners</li> <li>• Adult social care including Supporting People and Learning disabilities</li> <li>• Older peoples services</li> <li>• Adult social care and integrated commissioning</li> <li>• Safeguarding of vulnerable adults</li> <li>• Public Health</li> <li>• Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio</li> <li>• Any other specific responsibilities as allocated by the Leader</li> </ul>	<p><b>HIGHWAYS, TRANSPORTATION &amp; SUSTAINABILITY – COUNCILLOR AJM BLACKSHAW</b></p> <p><b>Support Team:</b> Waste: Cllr P Sinclair-Knipe</p> <ul style="list-style-type: none"> <li>• Environmental Sustainability</li> <li>• Highways</li> <li>• Transportation planning and traffic management</li> <li>• Parking policy and services</li> <li>• Streetscene</li> </ul>
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<ul style="list-style-type: none"> <li>• Markets</li> <li>• Fair-trade and local produce &amp; products</li> <li>• Community Safety</li> <li>• Waste Collection</li> <li>• Parks and Countryside</li> <li>• Public Rights of Way</li> <li>• Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio</li> <li>• Any other specific responsibilities as allocated by the Leader</li> </ul> <p>NB For the avoidance of doubt these responsibilities exclude any functions allocated to the Planning or Regulatory Committees</p> <p><b>MAJOR CONTRACTS – COUNCILLOR H BRAMER</b></p> <ul style="list-style-type: none"> <li>• Waste Disposal</li> <li>• Procurement (strategic)</li> <li>• Co-ordination and overview of major contracts (e.g. Amey) as directed by the Leader</li> <li>• Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio</li> <li>• Any other specific responsibilities as allocated by the Leader</li> </ul>
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<b>MEETING:</b>	<b>COUNCIL</b>
<b>DATE:</b>	<b>18 NOVEMBER 2011</b>
<b>TITLE OF REPORT:</b>	<b>REVIEW OF PARLIAMENTARY CONSTITUENCIES</b>
<b>REPORT BY</b>	<b>CHIEF EXECUTIVE</b>

**CLASSIFICATION:** Open

### **Wards Affected**

County-wide

### **Purpose**

To explain to Council the Boundary Commission for England's proposals for new Parliamentary constituencies in Herefordshire and to agree the authorities response on the Boundary Commission's proposals as they affect the Herefordshire Parliamentary constituencies.

### **Key Decision**

This is not a Key Decision.

### **Recommendation**

**THAT:**

**The proposed constituencies as set out in Appendix 2 of this report be approved and forwarded to the Boundary Commission for England as the Council's formal response to the consultation**

### **Key Points Summary**

- The first stage of the review process for the new Parliamentary constituency boundaries in England has been completed and the initial proposals have been published.
- Consultation on the initial proposals will close on 5 December 2011.
- The West Midlands region has been allocated 54 constituencies, which is a reduction of five from the current arrangements.
- The Commission's proposals include a constituency that would contain electorate from Herefordshire only, a constituency with electorate from both Herefordshire and Shropshire to include the towns of Leominster and Ludlow, and another constituency, which would include

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Further information on the subject of this report is available from  
John Jones, Head of Governance (01432) 260222

electorate from both Herefordshire and Worcestershire to include the towns of Ledbury and Great Malvern.

- Group Leaders met on 4 November 2011 to consider the Councils response and their recommendation is set out in Appendix 2 of this report.

## Alternative Options

- 1 That no response be made to the Boundary Commission for England for new Parliamentary constituencies.

## Reasons for Recommendations

- 2 It better represents the existing constituencies for Herefordshire and does not dislocate its Parliamentary representatives from its recognised communities.

## Introduction and Background

- 3 The Boundary Commission for England are undertaking a periodic review of all the Parliamentary constituencies in England. It is currently conducting a review on the basis of new rules laid down by Parliament. These rules involve a significant reduction in the number of constituencies in England from 533 to 502 and require that every constituency apart from two specific exceptions (relating to the Isle of White) must have an electorate that is no smaller than 72,810 and no larger the 80,473.

- 4 The electorate in the current Hereford Constituencies is as follows:

- Hereford and South Herefordshire - 71,611
- North Herefordshire - 66,536

## Key Considerations

### Initial proposals

- 5 The Boundary Commission for England has now completed the first stage of the review process and has published its initial proposals for the new Parliamentary constituency boundaries in England.
- 6 The West Midlands region has been allocated 54 constituencies which is a reduction of five from the current arrangements. The current proposals leave 10 of the existing 59 constituencies unchanged.
- 7 As it has not always been possible to allocate whole numbers of constituencies to individual counties, the Boundary Commission has grouped some Local Authority areas into sub-regions. The number of constituencies allocated to each sub-region is determined by the electorate of the combined Local Authorities.

Sub-Region	Existing Allocation	Proposed Allocation
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Herefordshire, Shropshire, Telford and Wrekin and Worcestershire	13	12
Staffordshire and Stoke on Trent	12	11
Warwickshire and West Midlands	34	31

- 8 The Commission's proposals include a Hereford constituency (76,780 electorate), a constituency which contains electorate from both Herefordshire and Shropshire which includes the towns of Leominster and Ludlow (77,911 electorate) and another constituency which includes electors from both Herefordshire and Worcestershire combining the towns of Ledbury and Great Malvern (79,100 electorate),
- 9 Details of the Herefordshire wards in the new constituencies proposed by the Boundary Commission for England including the electorate are attached as Appendix 1. to this report.
- 10 In deciding boundaries of Parliamentary constituencies the Commissioner takes into account:
- (a) Special geographical considerations, including the size, shape and accessibility of a constituency;
  - (b) Local Government boundaries as they existed on 6 May 2010;
  - (c) Boundaries of existing constituencies; and
  - (d) Any local ties that would be broken by the changes in constituencies
- 11 None of the above factors will override the necessity to achieve an electorate in each constituency that is within the range allowed.
- 12 The Boundary Commission for England is currently consulting on the proposals until 5 December 2011. It will then publish the representations made on the proposals, following which there will be a further four week period when additional written representations on the submissions can be made.
- 13 If the Commission decide to change its proposals as a result of the representations received, it will publish revised proposals and consult on them for a further period of eight weeks.
- 14 When the Commission has decided on its final recommendations for the whole of England, it will submit its proposals to the Government.
- 15 With regard to the naming of any new Constituency the Commission's policy is that when Constituencies remain largely unchanged, the existing constituency name would usually remain unchanged. Generally, the name would reflect the main population centres contained

in the constituency, though if a suitable alternative name is proposed which generally commands greater support locally, then the Commission will usually be prepared to recommend the alternative.

- 16 On receipt of the Commissioners final report the Government will then lay a draft order in Council which will be debated in Parliament. It is proposed that the new constituencies take effect at the Next General Election (2015). Any by-elections held in the meantime will be held on the basis of the existing constituencies.

## **The Council's Response**

- 17 The proposals presented by the Boundary Commission for England do not take into account the local and unique identify of Herefordshire and dislocate its Parliamentary representatives from its recognised communities. Long established ties would be broken by these proposals, especially with regard to the removal of the Golden Valley North and Golden Valley South Wards from the Hereford and South Herefordshire Constituency
- 18 The proposals put forward in Appendix 2 of this report would maintain the unique identify of the Herefordshire constituencies, whilst also meeting the Boundary Commission's criteria, in that the recommended constituencies would have electorate of more than 72,810 and less than 80,473. This proposal would create a Herefordshire North Constituency and Herefordshire South Constituency. The Herefordshire North Constituency would take in 5 wards from Malvern Town
- 19 The remainder of the wards within Boundary Commission's proposals for Malvern and Ledbury and Ludlow and Leominster constituencies could be merged to create a new constituency of Ludlow and Malvern with an electorate of 77,259

## **Community Impact**

- 20 Local ties could be broken by the proposed changes in the constituencies and there could well be accessibility issues for constituents and the Member of Parliament.

## **Financial Implications**

- 21 There would be costs to the Council in preparing electoral data for the new Constituencies. These have not as yet been assessed.

## **Legal Implications**

- 22 None

## **Risk Management**

- 23 There are minor risks around the preparation of electoral data in the lead up to the next Parliamentary elections to ensure that no elector is disenfranchised.

## **Consultees**

- 24 All Members of the Council have been advised of the Boundary Commission for England's proposals and there has been a national publicity exercise.

## **Appendices**

25 Appendix 1- Electoral Commission's proposed constituencies including wards and electorates for the Herefordshire constituencies

Appendix 2- Proposed Constituencies for Herefordshire North, Herefordshire South and Ludlow and Malvern.

## **Background Papers**

- None identified.



**Boundary Commission for England's Proposals**

Constituency	Ward	District/borough/city/county	Electorate
<b>Hereford CC</b>			<b>76,780</b>
	Aylestone	Herefordshire	4,987
	Backbury	Herefordshire	2,474
	Belmont	Herefordshire	6,364
	Burghill, Holmer & Lyde	Herefordshire	2,618
	Central	Herefordshire	2,001
	Credenhill	Herefordshire	2,581
	Hollington	Herefordshire	1,566
	Kerne Bridge	Herefordshire	2,548
	Llangarron	Herefordshire	2,619
	Old Gore	Herefordshire	2,518
	Penyard	Herefordshire	2,680
	Pontrilas	Herefordshire	2,809
	Ross – on – Wye East	Herefordshire	3,823
	Ross – on – Wye West	Herefordshire	4,246
	St Martins and Hinton	Herefordshire	8,313
	St Nicholas	Herefordshire	4,860
	Stoney Street	Herefordshire	2,419
	Three Elms	Herefordshire	7,643
	Tupsley	Herefordshire	7,089
	Vallets	Herefordshire	2,622
<b>Ludlow and Leominster CC</b>			<b>77,911</b>
	Bircher	Herefordshire	2,340
	Castle	Herefordshire	2,528
	Golden Cross with Weobley	Herefordshire	2,342
	Golden Valley North	Herefordshire	2,379
	Golden Valley South	Herefordshire	2,384
	Kington Town	Herefordshire	2,451
	Leominster North	Herefordshire	4,156
	Leominster South	Herefordshire	4,433
	Mortimer	Herefordshire	2,578
	Pembridge and Lyonshall with Titley	Herefordshire	2,387
	Upton	Herefordshire	2,330
	Wormsley Ridge	Herefordshire	2,047
	Alveley and Claverley	Shropshire	3,299
	Bishop's Castle	Shropshire	2,837
	Brown Clew	Shropshire	3,033
	Chirbury and Worthen	Shropshire	2,397
	Church Stretton and Craven Arms	Shropshire	6,933
	Clew	Shropshire	3,566
	Cleobury Mortimer	Shropshire	5,509
	Clun	Shropshire	3,093
	Corvedale	Shropshire	3,050
	Highley	Shropshire	2,720
	Ludlow East	Shropshire	3,038
	Ludlow North	Shropshire	3,030
	Ludlow South	Shropshire	3,051

**Boundary Commission for England's Proposals**

<b>Malvern and Ledbury CC</b>		<b>79,100</b>
Bringsty	Herefordshire	2,290
Bromyard	Herefordshire	4,547
Frome	Herefordshire	2,751
Hagley	Herefordshire	2,909
Hampton Court	Herefordshire	2,157
Hope End	Herefordshire	4,492
Ledbury	Herefordshire	7,342
Sutton Walls	Herefordshire	2,440
Alfrick and Leigh	Malvern Hills	2,927
Baldwin	Malvern Hills	1,691
Broadheath	Malvern Hills	2,825
Chase	Malvern Hills	4,876
Dyson Perrins	Malvern Hills	2,906
Hallow	Malvern Hills	1,534
Lindridge	Malvern Hills	1,823
Link	Malvern Hills	4,958
Martley	Malvern Hills	1,419
Pickersleigh	Malvern Hills	4,481
Priory	Malvern Hills	2,965
Teme Valley	Malvern Hills	1,559
Tenbury	Malvern Hills	3,022
West	Malvern Hills	3,240
Woodbury	Malvern Hills	1,660
Hartlebury	Wychavon	2,139
Lovett and North Claines	Wychavon	4,287
Ombersley	Wychavon	1,860

## Herefordshire Council's Response to the Boundary Commission for England's Proposals

Constituency	Ward	Electorate
<b>Herefordshire North</b>	Link	4,958
	West	3,240
	Priory	2,965
	Pickersleigh	4,481
	Chase	4,876
	Hope End	4,492
	Ledbury	7,342
	Frome	2,751
	Bromyard	4,547
	Hampton Court	2,175
	Bringsty	2,290
	Upton	2,330
	Bircher	2,340
	Mortimer	2,578
	Pembridge & Lyonshall with Titley	2,387
	Golden Cross with Weobley	2,342
	Kington Town	2,451
	Castle	2,528
	Wormsley Ridge	2,047
	Leominster North	4,156
	Leominster South	4,433
Sutton Walls	2,440	
Hagley	2,909	
Burghil, Holmer & Lyde	2,618	
	<b>79,676</b>	
<b>Herefordshire South</b>	Golden Valley North	2,376
	Golden Valley South	2,384
	Valletts	2,622
	Pontrilas	2,809
	Llangarron	2,619
	Kerne Bridge	2,548
	Penyard	2,680
	Ross-on-Wye West	4,246
	Ross-on-Wye East	3,823
	Hollington	1,566
	St Martins & Hinton	8,313
	Belmont	6,364
	St Nicholas	4,860
	Three Elms	7,643
	Central	2,001
	Aylestone	4,987
Tupsley	7,089	

## Herefordshire Council's Response to the Boundary Commission for England's Proposals

	Stoney Street	2,419
	Old Gore	2,518
	Backbury	2,474
	Credenhill	2,581
		<b>78,922</b>
<b>Ludlow and Malvern</b>	Tenbury	3,022
	Teme Valley	1,559
	Martley	1,419
	Broad Heath	2,825
	Hallow	1,534
	Lindridge	1,823
	Woodbury	1,660
	Baldwin	1,691
	Ombersley	1,860
	Lovett & North Claines	4,287
	Hartlebury	2,139
	Clun	3,093
	Bishops Castle	2,837
	Chirbury & Worthen	2,397
	Church Stretton & Craven Arms	6,933
	Corvedale	3,056
	Ludlow North	3,030
	Ludlow South	3,051
	Ludlow East	3,038
	Clee	3,566
	Cleobury Mortimer	5,509
	Brown Clee	3,037
	Alveley and Claverley	3,299
	Rock (Wyre Forest CC)	2,041
	Highley	2,720
	Alfrick & Leigh	2,927
	Dyson Perring	2,906
		<b>77,259</b>



<b>MEETING:</b>	<b>COUNCIL</b>
<b>DATE:</b>	<b>18 NOVEMBER 2011</b>
<b>TITLE OF REPORT:</b>	<b>THE CONSTITUTION – NEW GOVERNANCE ARRANGEMENTS</b>
<b>REPORT BY:</b>	<b>ASSISTANT DIRECTOR LAW GOVERNANCE AND RESILIENCE</b>

**CLASSIFICATION:** Open

### **Wards Affected**

County-wide

### **Purpose**

This report proposes that responsibility for the ongoing amendment of the Constitution passes to a standing committee, now that the role of the Constitutional Review Working Group (CRWG) in supporting the development and adoption of the Council's new Constitution has been concluded.

### **Recommendation(s)**

**THAT:**

- (a) **the remit of the Audit and Governance Committee be extended to cover amendment of the Constitution;**
- (b) **the membership of the Audit and Governance Committee be increased to ten seats, allocated as to 5 (Con) 2 (Ind) 2 (IOC) and 1 (LD);**
- (c) **Parts 2 (Articles) and 3 (The Functions Scheme) of the Constitution be amended as indicated in this report;**
- (d) **the Monitoring Officer be empowered to make any further consequential amendments to the Constitution necessary to give effect to (a) above;**

### **Key Points Summary**

- The CRWG was created following a report to Council on 24 July 2009 to support a process and timetable for the development and adoption of the Council's new Constitution being delivered by the Monitoring Officer
- Now that the major review of the Constitution is complete, it is inevitable that further changes will be required periodically. It is suggested that ownership of such changes should now pass to the Audit and Governance Committee for recommendation to the Council as appropriate.

## Alternative Options

1. The previous arrangements could be extended, with the Monitoring Officer bringing forward reports to Council after consultation with a CRWG. This might be considered less transparent, would not be subject to public access, the Access to Information Rules or the rules guaranteeing political proportionality.
2. Responsibility for the Constitution could be given to the Standards Committee. The future of this committee is unclear, following changes to be made in the Localism Bill, and it contains unelected and parish representatives
3. Audit could be separated to create a specialised Audit Committee with a small number of members, with governance and the Constitution becoming the responsibility of a larger Governance and Constitution Committee. This would mean an extra committee and an extra chairman's allowance

## Reasons for Recommendations

4. To create a permanent governance structure which guarantees proportional membership for groups and complies with the statutory governance requirements appropriate for a member committee.

## Introduction and Background

5. The former CRWG was established by the Council on 24 July 2009. Its role was fulfilled once a major review of the Constitution had been completed.
6. It is suggested that the ongoing work of considering any changes that are required to the Constitution and making recommendations to Council as appropriate be allocated to a standing committee – the Audit and Governance Committee. Its current functions are at Appendix 1. A membership of ten would ensure representation from all groups under the political proportionality rules assuming that Council adopts a convention of rounding up 0.5 and above but rounding down below 0.5. This would produce an allocation of 5 (Con) 2 (Ind) 2 (IOC) and 1 (LD).
7. To give effect to this change, the following amendments to the Constitution are required:-

### Part 2 – Articles

2.7.2 add the words “and that the Constitution is reviewed and amended as appropriate”

### Part 3 – The Functions Scheme

3.6.3 Audit and Governance Functions

add the words “n. review and make recommendations to Council to amend the Constitution”.

## Key Considerations

8. It is important that the Council's governance arrangements provide accountability and transparency of decision making

## Community Impact

9. This decision does not have equality implications for the purposes of the Equality Act 2010.

### **Financial Implications**

10. This proposal does not involve the payment or cancellation of any Chairman's allowance

### **Legal Implications**

11. The proposed arrangements are compliant with the Local Government Act 1972 and the Local Government and Housing Act 1989

### **Risk Management**

12. Continuance of the existing working group could lead to a loss of accountability and transparency. Transfer to a standing committee addresses the risk of reputational damage.

### **Consultees**

None

### **Appendices**

Appendix 1 Functions of Audit and Governance Committee

### **Background Papers**

None identified.



### 3.6.3 Audit and Governance Functions

3.6.3.1 The Council has established an Audit and Governance Committee to undertake audit and governance functions for the purposes set out in the Audit and Governance Code (Part 5 section 12)

3.6.3.2 The terms of reference are in line with the Chartered Institute of Public Finance and Accountancy's best practice guidance and are set out in full in the Audit and Governance Code (Part 5 section 12)

3.6.3.3 The role of the Audit and Governance Committee is to:

a consider the effectiveness of the Council's risk management arrangements, the control environment and associated counter fraud and corruptions arrangements

b seek assurance that action is taken on risk related issues identified by auditors and inspectors

c satisfy themselves that the Council's assurance statements, including the annual governance statement, properly reflect the risk environment and any actions required to improve it

d approve the internal audit strategy and plan and monitor its implementation

e approve the Internal Audit strategy and plan and oversee its performance

f review summary internal audit reports and the main issues arising and seek assurance that action is taken where necessary

g receive the annual report of the Head of Internal Audit

h consider reports of external audit and inspection agencies and take appropriate action where relevant to the remit of the Audit and Governance Committee

i ensure that there are effective relationships between external and internal audit, inspection agencies and other relevant bodies

j ensure that the Council actively promotes the value of the audit function and processes

k review the financial statements, the external auditor's opinion and reports to members and oversee management action in response to the issues raised by external audit

l consider any other matters not covered by the best practice guidance for Audit Committees but which are appropriate for the Audit and Governance Committee and are not within the remit of any other Council Committee or body.

m approve, on behalf of the Council, the Council's statements of accounts, income and expenditure and balance sheet, or record of payments.



<b>MEETING:</b>	<b>COUNCIL</b>
<b>DATE:</b>	<b>18 NOVEMBER 2011</b>
<b>TITLE OF REPORT:</b>	<b>KEY DECISIONS AND THE FORWARD PLAN</b>
<b>REPORT BY:</b>	<b>ASSISTANT DIRECTOR LAW, GOVERNANCE AND RESILIENCE</b>

**CLASSIFICATION:** Open

### **Wards Affected**

County-wide

### **Purpose**

To review which decisions are to be regarded as key decisions and included in the Forward Plan.

### **Recommendation**

**THAT the definition of a “Key Decision” in Part 8 of the Constitution be amended as described in the report and that the Monitoring Officer be authorised to make any further consequential amendments required**

### **Key Points Summary**

- The Forward Plan sets out the Executive’s programme of work for a coming period of four months and is produced monthly. It contains those decisions which fall within the definition of a “Key Decision”. The plan must be publicly available and is intended to engender a dialogue with the public and other stakeholders, for whom it is important that the definition of “Key Decision” is readily understood. This report reviews the existing definition of a key decision in the Constitution and suggests changes to achieve that purpose.

### **Alternative Options**

1. Members may make whatever alternative solutions they believe might better achieve the purpose of the relevant legislation and guidance. Particular regard should be had to the defined levels of significant expenditure and saving.

### **Reasons for Recommendations**

2. The objective is to produce a definition which enables potential decisions taken to reach consistent and objective judgements on what should be regarded as a key decision for the Forward Plan and enables the public to be clear about what is significant locally

## Introduction and Background

3. Every local authority is required to produce a Forward Plan comprising its Key Decisions to be taken in a coming four month period. The plan is produced monthly on a rolling basis. It should have regard to the cycle of meetings of the Overview and Scrutiny Committee and its task and finish groups.
4. Statutory guidance produced by the former DETR upon the introduction of executive arrangements under the Local Government Act 2000 deals with Key Decisions and the Forward Plan (the paragraphs numbered 7.10 et seq below refer to paragraphs in the guidance.
5. 7.10 of the guidance stated “With a move to a new constitution, there should be greater dialogue between all councillors, the public and other stakeholders than has often been the case in the past. Wide participation is essential to an effective local authority. Local authorities will need to ensure that people know what decisions are planned and how they can influence these decisions. In addition, the executive will need to ensure that any decisions it takes are consistent with the agreed policy framework and take into account the needs and aspirations of the local community.”
6. 7.11 stated “ To underpin these principles of greater accountability and transparency, regulation 13 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 require the executive to set out its programme of work in the coming four months, as far as it is known, in a forward plan.”
7. 7.12 stated “The Regulations require the forward plan to be made publicly available and in particular a local authority executive should ensure that it is made available to the relevant overview and scrutiny committee at least two weeks in advance of the commencement of the period covered.”
8. The contents of the Forward Plan are prescribed by the regulation 14 of the Local Authority (Executive Arrangements) (Access to Information) (England) Regulations as:
  - a short description of matters under consideration and when key decisions are expected to be taken;
  - who is responsible for taking the decisions and how they can be contacted;
  - what relevant reports and background papers are available; and
  - how and when the decision maker intends to involve local stakeholders in the decision making process
9. The Councils Forward Plan complies with these requirements and decision makers are urged to pay particular regard to the requirement for consultation and to bring forward items for the Forward Plan at the earliest date to allow sufficient time for this, in accordance with the Government’s Code of Practice on Consultations.
10. Concerns have been raised about whether the Council’s arrangements appropriately reflect the guidance and legislation for defining a key decision. A key decision may comprise the following elements.
11. 7.17 states “It will be for the potential decision maker to decide, in any one case, whether a decision to be taken is likely to involve significant expenditure. In order to assist potential decision makers within a local authority reach consistent and demonstrative objective



judgements and to ensure the public are clear about what is regarded as significant locally, the local authority should agree as a full council limits above which items are significant. The agreed limits should be published. A local authority is able to set different thresholds for different services or functions, bearing in mind the overall budget for those services and functions and the likely impact on communities of each service or function. A decision involving expenditure or saving above the limit for the service or function concerned would be a key decision.”

12. 7.20 states “ The second test for a key decision focuses on those decisions which are not likely to involve significant expenditure or savings but which nevertheless are likely to be significant in terms of their effects on communities. The Regulations require that a decision which is likely to have a significant impact on two or more wards or electoral divisions is a key decision. Nevertheless, local authorities should, unless it is impracticable to do so, specify that they will treat as if they were key any decisions which are likely to have a significant impact on communities in one ward or electoral division.”
13. 7.21 states “In considering whether a decision is likely to be significant, a decision maker will need to consider the strategic nature of the decision and whether the outcome will have an impact, for better or worse, on the amenity of the community or quality of service provided by the authority to a significant number of people living or working in the locality affected. Regard should again be given to the underlying principles of a accountable decision making in paragraph 7.3 of this guidance to ensure that there is a presumption towards openness.”
14. 7.22 provides that proposals to Council for changing the policy framework being developed by Cabinet should also be treated as if they were Key Decisions and included in the Forward Plan (although they would not be subject to call in as the final decision maker is Council not Cabinet).
15. The provisions of our constitution defining a key decision are shown in Appendix 1. A number of observations can be made:
  - It is difficult to reach clear and consistent and demonstrably objective judgements or for the public to really know what is significant locally
  - Our Constitution generally regards significant saving or expenditure as £500,000 but then goes on to allow lesser sums to be regarded as significant in certain circumstances, without saving who decides this. Whether the sum of £500,000 is appropriate for a unitary authority in the context of our budgets needs to be kept under review.
  - Decisions as to whether a decision is key can be made by the Leader of the Council, when he may not be the decision maker. The decision maker could be a single Cabinet Member or an officer acting under delegated powers.
  - Defining significance by reference to political controversy is a major departure from legalisation and the guidance and is a difficult criterion for “demonstrative objective judgements”

## Key Considerations

16. Overall, the definition of a key decision in our constitution is opaque and deviates from the statutory guidance. It is better that the decision maker decides whether theirs is a key decision, that they do this as early in the process as possible and that the rationale is easy for the public to understand. The following definition is suggested:-

- ***Any decision in relation to an executive function which results in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function concerned. A threshold of £500,000 is regarded as significant.***

***Any other decision which in the opinion of the Monitoring Officer is likely to be significant in terms of its effect on***

- ***Two or more wards or electoral divisions***
- ***One ward (unless the number of those affected is very small or it is impractical to treat this as a Key decision)***

***and having regard to***

- ***the strategic nature of the decision***
- ***whether the outcome will have an impact, for a better or worse, on the amenity of the community or quality of service provided by the authority to a significant number of people living or working in the locality affected.***

***Any substantive decision made by the Cabinet to bring forward proposals to Council to amend the Policy Framework (not being subject to call-in) .***

***Any substantive decision made by the Cabinet to amend the Policy Framework where Council has granted the Cabinet power to do so (being subject to call-in)***

- N.B. 1. The reference to “substantive decision” indicates that matters should not keep appearing in the Forward Plan just because they compromise a series of decisions***
- 2. The majority of key decisions are predictable and should therefore appear early in the Forward Plan covering a four month period.***
- 3. The decision maker in each case should consider, with the relevant officers whether a decision is a Key decision and seek guidance from the Monitoring Officer.***

17. If approved, this definition will appear in the Glossary of Terms found at Part 8 of the Constitution and any consequential amendments in other parts of the Constitution could be made by the Monitoring Officer.

## Community Impact

18. The significance of community impact in deciding whether a decision is a Key Decision would be clarified by the proposed change and assist in the objective of encouraging wider participation in public life. This includes the Council's duties towards groups sharing a protected characteristic under the Equalities Act.

## **Financial Implications**

19. There is no cost in implementing the proposed change.

## **Legal Implications**

20. These proposals comply with statutory guidance issued by the former DETR and regulation 13 of the Local Authorities (Executive Arrangements) (Access to information) (England) Regulations 2000

## **Risk Management**

21. If the definition of a key decision is not appropriately drawn then key decisions may be omitted from the Forward Plan and proper scrutiny and consultation may not be undertaken. This could result in reputational damage poor governance and in some cases judicial challenge. These proposals aim to avoid these adverse outcomes.

## **Consultees**

22. This is not in itself a key decision and Council is being invited to put in place measures which will facilitate wide involvement by public and stakeholders.

## **Appendices**

23. Appendix 1 - Part 8 Glossary of Terms Used in the Constitution

## **Background Papers**

24. None identified.



Appendix 1

<p>Key Decision</p>	<p>A key decision is one taken by the Cabinet or an individual Cabinet Member in connection with the discharge of a function which is the responsibility of the Cabinet and which is likely:</p> <p>a to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or</p> <p>b to be significant in terms of its effects on communities living or working in an area comprising one or more wards in the County.</p> <p>For the purposes of (a) above £500,000 shall generally be regarded as significant in terms of expenditure or savings. A matter involving a lesser sum may be regarded as significant in terms of expenditure or savings in exceptional circumstances including but not limited to:</p> <ul style="list-style-type: none"> <li>• where a lesser sum is involved but other non financial factors make the matter significant in terms of the service or function to which the decision relates,</li> <li>• or where a lesser sum is involved but it has significant impact on the budgets for other services or functions or on the Council's budget as a whole</li> </ul> <p>For the purposes of (b) above any issue which, in the opinion of the Leader of the Council, is likely to have a significant effect or impact any group(s) of people shall be regarded as significant in terms of impact on communities. In deciding whether an issue has a significant effect or impact on any group(s) of people the Leader shall have regard to:</p> <ul style="list-style-type: none"> <li>• whether the decision may incur a significant social, economic or environmental risk or benefit</li> <li>• the likely extent of the impact of the decision both within and outside the County</li> <li>• whether the decision is likely to be a matter of political or other controversy</li> <li>• the extent to which the decision is likely to result in or attract substantial public interest.</li> </ul>
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<b>MEETING:</b>	<b>COUNCIL</b>
<b>DATE:</b>	<b>18 NOVEMBER 2011</b>
<b>TITLE OF REPORT:</b>	<b>APPOINTMENT OF THE CHAIRMAN AND VICE-CHAIRMEN OF THE OVERVIEW AND SCRUTINY COMMITTEE</b>
<b>REPORT BY:</b>	<b>ASSISTANT DIRECTOR LAW, GOVERNANCE AND RESILIENCE</b>

**CLASSIFICATION:** Open

### **Purpose**

To make appointments to the positions of Chairman and Vice-Chairmen of the Overview and Scrutiny Committee.

### **Recommendation(s)**

**THAT:**

- (a) **Councillor A Seldon be appointed Chairman of the Overview and Scrutiny Committee;**
- (b) **Councillor JW Millar be appointed Vice-Chairman of the Overview and Scrutiny Committee;**
- (c) **Councillor AM Atkinson be appointed Vice-Chairman of the Overview and Scrutiny Committee with responsibility for the themed area of Enterprise and Culture.**

### **Key Points Summary**

- There is a vacancy in the post of Chairman of the Overview and Scrutiny Committee. Council is responsible for appointing the Chairmen of Committees.
- Councillor Seldon is being proposed as Chairman. He is the current Vice-Chairman of the Overview and Scrutiny Committee potentially creating a vacancy in that position. Council can also appoint the Vice-Chairmen of Committees. If Council does not appoint the Vice-Chairman of a Committee that appointment will be made by the Committee itself.
- In May Council agreed to appoint six vice-Chairmen with responsibility for themed areas. The appointment of Councillor Seldon as Chairman of the Committee would create a vacancy in the Vice-Chairmanship for the themed area of Enterprise and Culture.
- The Overview and Scrutiny will remain politically proportionate.

### **Alternative Options**

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Further information on the subject of this report is available from  
Chris Chapman, Assistant Director Law, Governance and Resilience on (01432) 260200

- 1 The Council can appoint anyone other than a Member of the Executive as Chairman of the Overview and Scrutiny Committee. However, it is considered that the Chairman and Vice-Chairman of the Council, who are specifically prohibited from being Members of the Executive, are also ineligible to serve given the responsibilities of those roles and the extent to which they would be incompatible with the role of the Chairman or Vice-Chairman of the Overview and Scrutiny Committee.

## **Reasons for Recommendations**

- 2 Council needs to ensure that Chairmen and Vice-Chairmen are in post to deliver the Council's functions.

## **Introduction and Background**

- 3 The Council is required to appoint an Overview and Scrutiny Committee. That Committee requires a Chairman and it is helpful if it also has a Vice-Chairman empowered to act on the Chairman's behalf. A vacancy has arisen following the resignation from the Committee of the current Chairman.
- 4 Councillor Seldon is being proposed as Chairman. He is the current Vice-Chairman of the Overview and Scrutiny Committee potentially creating a vacancy in that position. Council can also appoint the Vice-Chairmen of Committees. If Council does not appoint the Vice-Chairman of a Committee that appointment will be made by the Committee itself.
- 5 In May 2011 Council agreed to appoint six vice-Chairmen with responsibility for themed areas. The proposed appointment of Councillor Seldon as Chairman of the Committee would create a vacancy in the Vice-Chairmanship for the themed area of Enterprise and Culture. It is proposed that Councillor AM Atkinson be appointed to this office.
- 6 Council in May 2011 agreed to appoint the Overview and Scrutiny Committee on a politically proportionate basis in accordance with the rules for securing political balance on committees and sub-committees appointed by local authorities, as contained in sections 15 and 16 of the Local Government and Housing Act 1989, and the Local Government (Committees and Political Groups) Regulations 1990.
- 7 The Conservative Group Leader has nominated Councillor Brigadier P Jones to fill the Conservative Group vacancy on the Committee created by the resignation of Councillor Bramer from the Committee. This means the Committee remains politically proportionate.

## **Community Impact**

- 8 The Council needs to ensure that it complies with its statutory duties and the requirements as outlined in the Constitution.

## **Financial Implications**

- 9 There are no financial implications

## **Legal Implications**



- 10 The Council is required to ensure that the allocation of seats to committees are compliant with relevant rules contained in the Local Government and Housing Act 1989 and regulations made under this act

## **Risk Management**

- 11 The Council is required to ensure that the correct legal processes are adhered to.

## **Consultees**

- 12 The Group Leaders have been consulted on the contents of this report.

## **Appendices**

None

## **Background Papers**

None identified.



<b>MEETING:</b>	<b>COUNCIL</b>
<b>DATE:</b>	<b>18 NOVEMBER 2011</b>
<b>TITLE OF REPORT:</b>	<b>CHAIRMAN AND VICE-CHAIRMAN OF THE STANDARDS COMMITTEE</b>
<b>REPORT BY:</b>	<b>ASSISTANT DIRECTOR LAW, GOVERNANCE &amp; RESILIENCE</b>

**CLASSIFICATION:** Open

### **Purpose**

To consider the appointment of a Chairman and Vice-Chairman to the Standards Committee.

### **Recommendation**

**THAT Mr David Stevens be appointed Chairman and Mr Jake Bharier be appointed Vice-Chairman of the Standards Committee for the remainder of the current municipal year.**

### **Key Points Summary**

- On 31 July 2011 Mr Robert Rogers resigned as Chairman and Independent Member of the Standards Committee. Mr Rogers has been appointed as Clerk of the House of Commons and Chief Executive of the House Service and was no longer able to devote the necessary time to the Committee.
- Mr Rogers has chaired the Committee from its inception in early 2002 and has played a major role in assisting with the development and promotion of the Council's ethical standards framework since that time.
- Mr David Stevens, Vice-Chairman, is currently acting as Chairman. Council usually appoints the Chairman of the Standards Committee in accordance with Paragraph 4.1.5.2 (h) of the Constitution. Because the office of Chairman has become vacant during the current term, it is necessary for Council formally to appoint a Chairman now to ensure that the Committee continues to transact its business effectively.

### **Alternative Options**

1. There are none.

### **Reasons for Recommendations**

2. To provide the Standards Committee with continuity for the remainder of the municipal year.

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Further information on the subject of this report is available from Heather Donaldson, Democratic Services Officer on (01432) 261829

## Introduction and Background

3. The Standards Committee (England) Regulations 2008 stipulate that the Chairman of a Standards Committee must be an Independent Member. Standards Committees may also appoint an Independent Member to serve as Vice-Chairman at the discretion of a Local Authority.
4. At its meeting on 28 May 2010, Council agreed to make provision for a Vice-Chairman for the first time in the Committee's history in response to the Committee's increased level of activity. As well as acting in the Chairman's absence at meetings, the Vice-Chairman assists in matters which require the Chairman's input in the absence of the Chairman.

## Key Considerations

5. Since the introduction of the local standards framework, the Committee has seen a significant increase in its workload. It was clear from the Committee's initial experiences of working with the local filter that further Independent Members were required, and the number of Independent Members was increased from two to four during 2008/2009. This reduced the possibility of statutorily required independent chairs being conflicted out of the various stages of the local filter process (assessment, review, consideration and hearing). It also enabled much greater flexibility in the process, and assured the public of continued transparency in what was proving to be a very demanding area.
6. On 24 July 2009, Council approved the Committee's recommendation to appoint two alternative local authority representatives, and two town and parish council representatives, in addition to the eight main Committee members. The alternative representatives serve as substitutes in instances when members are conflicted out of the various stages of the local filter process. They are not members of the Committee or its Sub-Committees except when they are substituting for members.
7. The Localism Bill was introduced to the House of Commons on 13 December 2010. It includes proposals to abolish Standards for England and introduce new legislation governing how local authorities handle complaints about members. It received its third reading in the House of Lords on 31 October, and is currently going through final stages before Royal Assent. Although the final wording of the Localism Bill with respect to Standards is still being resolved, it will undoubtedly have an impact on the local standards and ethics framework in Herefordshire and the way that complaints are handled. For the time being however, the existing framework is still in force, and the Standards Committee must continue with its business as usual. The Committee has received its highest volume of complaints in 2011, having assessed fifty-eight to date. It is therefore imperative to secure the roles of Chairman and Vice-Chairman so that the Committee can continue its business in the most effective manner.
8. The Committee currently has three serving Independent Members. There is still provision for four, although in view of the forthcoming changes proposed by the Localism Bill, it is deemed inexpedient to recruit a fourth member.
9. David Stevens has been an Independent Member of the Standards Committee since 2003, and has been Vice-Chairman since May 2010. He has been actively engaged at the request of Group Leaders in developing proposals for a new regime for members' standards, to succeed the current system once the Localism Bill is enacted. David lives in Hereford city, is married, has three grown up children and is now retired after working for many years with

Bulmers' Export Department. He was formerly Chairman of West Mercia Crimestoppers, Chairman of the Area Council of the Herefordshire Chamber of Commerce, and an Independent Member of the West Mercia Police Authority. He is also a member of the Herefordshire and Worcestershire Fire and Rescue Authority Standards Committee. David's long service on Standards Committees, and his experience as Vice-Chairman, make him well-suited to undertake the role of Chairman.

10. Jake Bharier was appointed as an Independent Member to the Standards Committee in May 2009. He has also been involved in developing proposals for a new standards regime. Until February this year he was Strategic Advisor to Skillshare International, an international development charity, and is a Trustee of two other charities: SOS Sahel International UK; and Responding to Conflict. For six years to 2010, he was Treasurer of CONCORD, the confederation of European international non-governmental development organisations, and on behalf of CONCORD. He also chairs the global consortium developing protocols on Civil Society development effectiveness under the OECD Accra Agenda for Action. In July this year, he was appointed Chair of the Herefordshire Third Sector Board. Jake is happy to serve the Committee as Vice-Chairman.

## **Financial Implications**

11. None.

## **Legal Implications**

12. Until such time as the relevant new legislation is passed, the current statutory framework remains operative and the Council has overall responsibility for appointing a Chairman, and may appoint a Vice-Chairman.

## **Risk Management**

13. There is a need to ensure that the statutory framework is adhered to, and that the Committee continues to transact its business effectively.

## **Consultees**

14. None.



<b>MEETING:</b>	<b>COUNCIL</b>
<b>DATE:</b>	<b>18 NOVEMBER 2011</b>
<b>TITLE OF REPORT:</b>	<b>ECONOMIC DEVELOPMENT STRATEGY FOR HEREFORDSHIRE 2011-2016</b>
<b>REPORT BY:</b>	<b>DIRECTOR FOR PLACES AND COMMUNITIES</b>

**CLASSIFICATION:** Open

### **Wards Affected**

County-wide

### **Purpose**

That the content of the Economic Development Strategy for Herefordshire 2011-2016 is considered and agreed as a policy framework for sustainability and growth of the local economy and therefore approval of this item is reserved for Council.

### **Recommendations**

**THAT:**

- (a) **the Economic Development Strategy be agreed; and**
- (b) **that the actions in the Strategy are progressed.**

### **Key Points Summary**

- The Economic Development Strategy outlines the priorities and actions that will aid the regeneration in the County. In particular it forms a basis for the private sector to plan future investment decisions, as well as giving direction to the local authority to identify where infrastructure improvements will have a positive impact on the economy.
- The Strategy has been produced to reflect the challenges and opportunities arising from the changing economic climate. The Strategy is based on the findings of an Economic Assessment that was undertaken to assess the economic pressures and strengths of the County.

### **Alternative Options**

- 1 That the Strategy is amended to reflect different priorities not highlighted through the consultation or research.
- 2 That the Strategy is not accepted or published.

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Further information on the subject of this report is available from  
Natalia Silver, Project Director on (01432) 260732

## Reasons for Recommendations

- 3 The Economic Development Strategy has been produced to reflect an agreed approach on the actions and priorities to aid future economic prosperity of the County.

## Introduction and Background

- 4 In 2010 Herefordshire Council along with all other top tier local authorities received funding to conduct an Economic Assessment. This forms the basis of research, a questionnaire to businesses and consultation with the private sector and other stakeholders. The resulting data informed the content for a new Economic Development Strategy.
- 5 The timing of the new strategy is important to reflect the very changing economic climate, and the key role of the private sector to be the drivers for economic regeneration whilst the public sector investment is to create the conditions for economic growth.

## Key Considerations

- 6 The Strategy emphasises the distinctiveness of the County's industries and economy, building on its strengths to create a resilient and prosperous County at a time of economic challenge.
- 7 The Strategy highlights ten projects that are to be achieved or significantly progressed by 2015. These are ambitious initiatives that are strongly interlinked.
- 8 The Strategy is strongly linked to the Local Development Framework and the Local Transport Plan.
- 9 The key objective of the Strategy is to: increase economic wealth of the County through the growth of business. This will be achieved through the aims of:
  - Sustaining business survival and growth;
  - Increasing wage levels, range and quality of jobs;
  - Having a skilled population to meet future work needs;
  - Developing the county's built infrastructure so enterprise can flourish.
- 10 The Strategy includes a number of case studies that emphasis the enterprising nature of the County and demonstrate how companies have used the character and nature of the County to development their business.

## Community Impact

- 11 The implementation of the Strategy has the potential to have significant community impacts. The achievement of the actions will support individual and community economic prosperity, and improve the general wealth creation of the County. This includes raising training level, aiding people's career advancement and increasing wage levels.

## Financial Implications

- 12 The financing of the individual actions will be achieved through combined funding including Government grants, local authority finance and private sector contributions.



## Legal Implications

- 13 The Council has a duty to prepare an assessment of the economic conditions of its area under Section 69 of the Local Democracy, Economic Development and Construction Act 2009.

## Risk Management

- 14 There is risk in realising the ambitions of the strategy in uncertain economic times. This will be mitigated by working with partner organisations to deliver effective activities to achieve ambitions.
- 15 There is risk in ensuring funding streams are available to progress key projects, particularly in relation to infrastructure. This will be mitigated by working through the Marches Local Enterprise Partnership (LEP) to access funding and to encourage business led regeneration.
- 16 There is also risk in ensuring engagement from the private sector which is necessary to deliver the strategy. This will be mitigated by working with the Herefordshire Business Board and Economic Development Partnership involved in the production of the strategy.

## Consultees

- 17 The Economic Development Strategy has been produced in partnership with the Herefordshire Business Board. The wider consultation taken place has been via:
- Employer Survey – conducted May 2010. Seven hundred and eighty two businesses responded;
  - Public consultation document sent to town and parish councils as well as wider stakeholder groups/organisations;
  - Consultation events/roadshows:
    - 7 September Training and Support providers meeting at Bishop Frome Village Hall
    - 22 July Addressing Child Poverty, workshop looking at causes of worklessness in the county at the Kindle Centre
    - 21 September at Arctic Circle offices, Rotherwas Industrial Estate
    - 23 September at Best Western Talbot Hotel, Leominster
    - 7 October at Bronsil House, Eastnor Nr Ledbury
    - 13 October at Leftbank in Hereford
    - 15 October Agricultural focus group
    - 16 November workshop at Social Enterprise Conference
    - 2 November Rural Hub AGM
    - 3 November Bromyard
    - 11 November Golden Valley
  - Refining strategy with Business Board and Economic Development Partnership Group – January / February 2011

## Appendices

- 18 Appendix 1 – Economic Development Strategy

## **Background Papers**

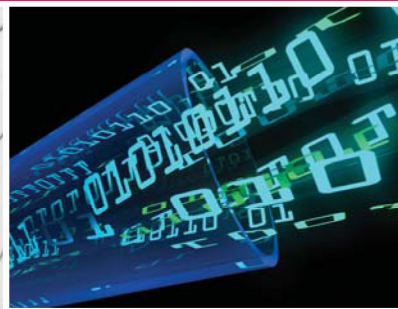
Your Business, Your Future - the Herefordshire Economy” consultation document

Herefordshire Employer Survey, 2010

“Your Business, Your Future” – the Business perspective of the Herefordshire Economy March 2011

State of Herefordshire Report, Business and Enterprise Chapter

# Enterprising County Economic Development Strategy for Herefordshire 2011-2016





## Why a Strategy

The strategy outlines the path and direction to foster economic vitality. More than one factor affects the potential for economic prosperity; therefore the strategy aims to pull together different considerations to meet that potential. This strategy focuses on achieving growth through the private sector, with new jobs and investment made by businesses – with this approach supported by different organisations and communities coming together to create the right environment for enterprise to flourish.

The Strategy itself is in four key parts:

- 1: The Profile of Herefordshire**  
**Summary of the current character and issues**
- 2: Vision and Aims**  
**A summary of what the county aspires to achieve**
- 3: Business and Communities**  
**Profile and consideration of enterprise and how the economy impacts on people**
- 4: Delivery**  
**How the strategy will be delivered and results to measure success**

### The Process

The evidence that informs this strategy is contained within the State of Herefordshire report 2010 (Chapter 3 – A local economic assessment for Herefordshire). The chapter includes a wider range of facts and figures that give a view of the county's economy and also looks at some future trends. The comprehensive research that forms the Local Economic Assessment has been supported by an Employer Survey which received feedback from 782 businesses in the county of various sizes and sectors.

Based on the evidence, a public consultation document was produced, and specific discussions took place with businesses at different locations. This was supported by an on-line consultation and blog. Rather than repeating these facts and figures this document analyses what the information is telling us about the county and incorporates comments from consultees. The case studies within this document aim to illustrate the points being made, giving a flavour of what is possible and achievable. Supporting information can be found at [www.economicinvestment.gov.uk](http://www.economicinvestment.gov.uk).

The strategy is an integral part of the Local Development Framework (LDF), and should also be considered next to other important documents that will have an influence on shaping Herefordshire's future, incorporating the areas of transport, housing, health, employment, child poverty, plus specific business sectors and geographic linkages such as the Marches Local Enterprise Partnership.

This strategy is concerned with the economic potential of Herefordshire and the benefits it can bring in creating a better place for residents to live. By being a wealthier county driven by a stronger economy, poverty can be reduced, businesses can invest in their future and services can be sustained through local investment.

The aim of this strategy is to build on what we currently know about Herefordshire to shape an ambitious future, making sure the most is made of the county's unique qualities.

Therefore, building on the strengths of the county with high ambition for the future the vision for the economic development strategy is to **increase economic wealth of the county through the growth of business**. This will be achieved through:

- Sustaining business survival and growth
- Increasing wage levels, range and quality of jobs
- Having a skilled population to meet future work needs
- Developing the county's built infrastructure so enterprise can flourish

The principles outlined below form the values of any economic growth that reflects the wider consideration when aiming to achieve regeneration and development.

**Confidence and identity** – to understand the county's place in the world with a shared identity that fosters confidence and self belief.

**Distinctiveness** – creating competitive advantage based on what we have to offer influenced by the county's distinct cultural, heritage, and enterprising character.

**Reducing poverty** – with a wealthier county comes better services, better quality of life, greater equality of health and wellbeing and a reduction in poverty.

**Potential** – that every person, regardless of age and ability can meet their potential through work and training.

**Environment** – be a leader in the growth of environmental enterprise and innovation that marries with the rural nature of the county.

**Community** – strong communities as contributing factor to a vibrant and sustainable economy, where people want to live, work and visit.

The ten projects listed below are infrastructure and development initiatives that will be completed or make significant progress in the next five years. The projects will impact across the county, creating economic benefit for the rural areas, market towns and Hereford City responding to the needs of businesses, address challenges within the county and look to the future to create a vibrant and sustainable economy. The projects should not be seen in isolation as will form part of a wider delivery and action plan.

- 1 **Enterprise Zone** – development of employment land at Rotherwas to form an enterprise zone focusing on defence and knowledge sectors, creating added benefit for companies who locate in the area.
- 2 **Broadband** – investment in technology infrastructure for the county to have 100% access to broadband revolutionising how businesses operate and how public services are delivered.
- 3 **Employment Land** – create a network of quality employment land sites across the county where businesses have opportunity to relocate and expand.
- 4 **Hereford Relief Road** – invest in the road infrastructure to relieve Hereford and make movement through the county easier for businesses, visitors and residents.
- 5 **Hereford City Centre** – as the urban centre of the county creating a more vibrant city with additional retail, housing and leisure.
- 6 **Construction Skills Academy** – ensure the best skills are locally available to meet the potential of investment projects, specifically regarding the city centre development.
- 7 **Employment and Skills** – to run programmes that support people into employment, with a specific concentration on South Wye and Leominster areas.
- 8 **Apprenticeship Campaign** - enabling work based training to generate long term skills.
- 9 **HE Centre** – to create a facility for people to access higher education, that provides a gateway to learning otherwise not available in the county.
- 10 **Identity** – create a strong brand identity for Herefordshire that reflects the county's enterprising spirit and visitor appeal.

# Section 1 - Profile of Herefordshire

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Herefordshire is a rural county, rich in heritage, culture and enterprise. The agricultural heritage has shaped and influenced the distinctiveness of the county with land based industries a key part of the county's offer and has also led to the county having production based strength.

The industries in the county have had a history in diversifying, often out of necessity as the key industries of agriculture and manufacturing meet the challenges of global change. The county has been able to maximise the trend in growth sectors such as tourism, defence, food and drink and creative industries that are wholly complementary to the character and nature of the county. Herefordshire predominately consists of small or medium sized enterprises, with a strong entrepreneurial spirit that has seen companies corner international markets. There is also a strong social enterprise sector where the business delivers services that support community well being.

Compared to national figures Herefordshire has a higher proportion of people who work from home which is consistent with the profile of high levels of self employment. This is reflective of the growth of sole traders and family firms that have become highly successful though still deep rooted in their communities adding to the area's identity and uniqueness.

The county has also proved its resilience during the economic recession compared to other areas partly due to a greater number of self-employed businesses, high employment rate and the resilient nature of some of the sectors. Consultation shows that companies are cautiously confident for the future with capacity to respond to the upturn in the economy. This is not to say Herefordshire has not felt the effects of the downturn with businesses considering the challenges of the global economy the biggest threat for the future.

For all its advantages of being a rural county, there are a number of disadvantages that can create barriers to economic growth. The transport infrastructure is an issue raised by businesses in being able to ship and receive goods, as well as congestion in and around Hereford. This is reflective of the manufacturing nature of many of the businesses that have to compete with other companies that can transport products more quickly and cheaply because of their proximity to faster road and rail links.

The type of businesses in the county influences the area's economic output level (measured by Gross Value Added – GVA). GVA per head of population was at £15,176 in 2007, compared to £20,458 for England. One of the reasons for low GVA is related to wage levels. Herefordshire has one of the highest employment rates in the country and people work on average longer hours, but pay levels are low in comparison (in 2009 the median weekly earnings were £383.30, compared to the England average of £495.20). Businesses often see this as an advantage in having lower overheads but this also means less money is being spent in the local economy.

Another reason why GVA per head of population is low seems to be the net loss of people travelling out of the county for work (over 4,000 residents - approximately 5% of the working age population). Information suggests that this tends to be higher earners with better qualifications who can enjoy the Herefordshire lifestyle whilst working outside the county.

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Figures show that greater GVA is achieved by companies who specialise in knowledge based industries - this may include making the most of technology as well as effective use of intangible assets such as knowledge, skills and innovative approaches to create competitive advantage. Though Herefordshire has seen an escalation in private sector innovation, there is opportunity to increase the number of knowledge based companies in the county and the use of technology more widely in a range of enterprises. This includes attracting companies to locate in the county, bringing their knowledge with them. This is particularly relevant as Herefordshire becomes an early implementer of superfast Broadband in rural areas, creating a unique selling point of availability of some of the fastest broadband in the country alongside a high quality lifestyle.

Herefordshire is well known for its quality secondary schools and FE provision (further education) with 94% of young people progressing to education after school (91% across England). However, there are some challenges – for the small percentage of the young people who directly enter the workplace feedback from businesses suggest they are not work ready. There is also limited HE (higher education) opportunity in the county with a net loss of around 1,200 students who study at degree level out of county. Also 21% of companies report skills gaps in their workforce primarily in technical, practical and job-specific skills. Though many will provide valuable in-work training, this can be a financial and time burden for many companies, especially small ones. The growth in apprenticeships has been popular with students and businesses sharing an understanding that skills are learnt whilst at work in a supportive environment.

Two interlinking issues to emerge from the consultation are confidence and identity. In terms of identity, companies find it hard to “sell” the county with people often not knowing where Herefordshire is. There is potential for the county to establish its place and position in the market next to its neighbouring counties but also define its identity in the national and global context. With confidence comes a willingness to make more investment and be more enterprising. This is key to creating a sustained economy and business growth in the next 5 years.



## Section 2 - Vision and Aims

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**Vision: to increase economic wealth of the county through the growth of business.**

### Aims

1. Sustaining business survival and growth
2. Increasing wage levels, range and quality of jobs
3. Having a skilled population to meet future work needs
4. Developing the county's built infrastructure so enterprise can flourish

### Aim 1: Sustaining business survival and growth

Businesses are key to creating a strong economy and their growth can make a difference to employment opportunities and ultimately wealth of the county. There is significant opportunity for businesses in the county to increase economic output to equal that of the regional average. As well as business growth, this aim is concerned with survival in an uncertain financial climate where access to finance to enable entry into new markets is challenging. The county has significant number of 'home grown' businesses with their sustainability essential to the county's economy. There is also opportunity to attract businesses to the county and outside investment, promoting Herefordshire as a perfect place to do business especially growing the technology and knowledge base sectors.

- Support businesses to diversify their products in order to grow and become more sustainable, including through exporting
- Support business advice and networks, including for social enterprise
- Enhance access to finance and investment schemes
- Aid local companies to secure local contracts through procurement advice and guidance
- Encourage the use of research, innovation and knowledge in whatever sector
- Promote the county as a location for business, tourism and investment

#### Key results:

- Year on year increase of GVA per head of population to match the national growth rate
- The business survival rate at three years is consistently better than the England average



### Arctic Circle Case Study

Set up in 1985 by husband and wife team Eddie and Debbie Gittoes, Arctic Circle, is one of Herefordshire's most successful manufacturing businesses employing 85 people and supporting many others within the local supply chain. The company manufactures equipment for use within the heat transfer market primarily designing and building low carbon solutions for use within the cold food chain. The company has established a reputation for innovative solutions using technologies to become the undisputed market leader in its field.

In collaboration with Morrison's supermarkets Arctic Circle has set up a unique facility at its Rotherwas factory. The 'Natural Refrigerant Technology Centre' is a state of the art facility set up to establish true seasonal energy consumption data for CO<sup>2</sup> and hydrocarbon refrigeration systems of all types. The centre will also be used as a 'hands on' training environment for engineers, having the capability to simulate real site conditions and issues enabling solutions to be evaluated prior to going to site. It is the first facility of its kind and is a benchmark for the industry.

## Section 2 - Vision and Aims

### **Aim 2: Increasing wage levels, range and quality of jobs**

Whilst the county has a comparatively high employment rate the average wage levels are much lower. This has an effect on people's circumstances as well as the economy as a whole and wealth of the county. Whilst the aim is about wage levels, it is also about the quality and choice of employment. This means giving people opportunity to stay and work in the county, to be able to progress their careers and training without relocating and ensuring that there are high skill level jobs that can offer high wages. This aim is also about people realising their potential through work, with unemployment having an effect on the individual, families and communities sometimes over generations.

- Enable small businesses to start up and take the next steps in their development to create employment opportunities
- Run employment programmes to meet the needs and aspirations of individuals and employers, including targeted support for certain sectors
- Raise awareness of the range of employment opportunities
- Work with key companies to expand their businesses to create high level employment opportunities with corresponding higher wage levels

#### **Key results:**

- Consistently achieve above the national average for employment levels by at least 4%
- Increase wage levels year on year whilst also reducing the gap between Herefordshire and national averages

### **Aim 3: Having a skilled population to meet future work needs**

Skills are a major issue relating to both specialist skills, but also more generic requirements of management, leadership and motivation. Whilst secondary school education has a reputation of quality and offers a diverse range of options with good quality future education provision, people on the whole have to travel out of the county to access higher education. This is seen as creating a combined brain-drain and age-drain, with possibly more people taking degree level qualifications if there was more provision closer to home.

There is a cost and resource challenge for businesses to train people whilst at work, and individuals find it difficult to progress through training in certain subjects whilst living in Herefordshire.

Whilst skills levels of young people are a priority, it may not always be through traditional learning routes with an opportunity, for example, to maximise the new drives in apprenticeships. This is combined with encouraging people of all ages to take up learning to increase aspirations and as pathways to work and better paid work.

- For greater connectivity between businesses and the education sector to understand future needs of industries
- Enable business to train people whilst at work
- Create a gateway to higher education and progression routes to training
- Enhance the adult learning offer as a route to employment and raised aspirations

#### **Key results:**

- Increase the qualification level of people who are economically active in the county, measured through the residents qualified at NVQ level three
- Raise the training participation level of all 17 and 18 year olds, through increases in full time training, apprenticeships, and training whilst in work.

*“Herefordshire has some of the best land in the country and is highly regarded by producers outside the county for its produce.”* Anthony Snell

AJ & CI Snell is a specialist producer of fresh and frozen soft fruit and is the biggest producer of organic blackcurrants in the UK. The business produces fifteen hundred tonnes of fruit every year which they supply to Sainsbury’s, Marks & Spencer and farm shops.

The company moved away from growing traditional arable crops and began specialising in soft fruit in 1989 as a means of expanding the business and making it more profitable. During this time the farm has grown from 100 to 400 acres including a 2000-tonne a year capacity packhouse providing state of the art facilities which enables the fruit to be picked, processed and packed all on the same site. As a result the business now employs 30 full time staff and in peak season up to 350 seasonal workers.



## Section 2 - Vision and Aims

### **Aim 4: Developing the county's built infrastructure so enterprise can flourish**

The rural nature of the county can create barriers to sustainable economic growth. These include the road and rail infrastructure, the lack of universal access to broadband and shortage of good quality employment land. Other barriers to growth including not making the most of new technologies, businesses adapting more sustainable and environmentally friendly approaches, as well as competing for major contracts.

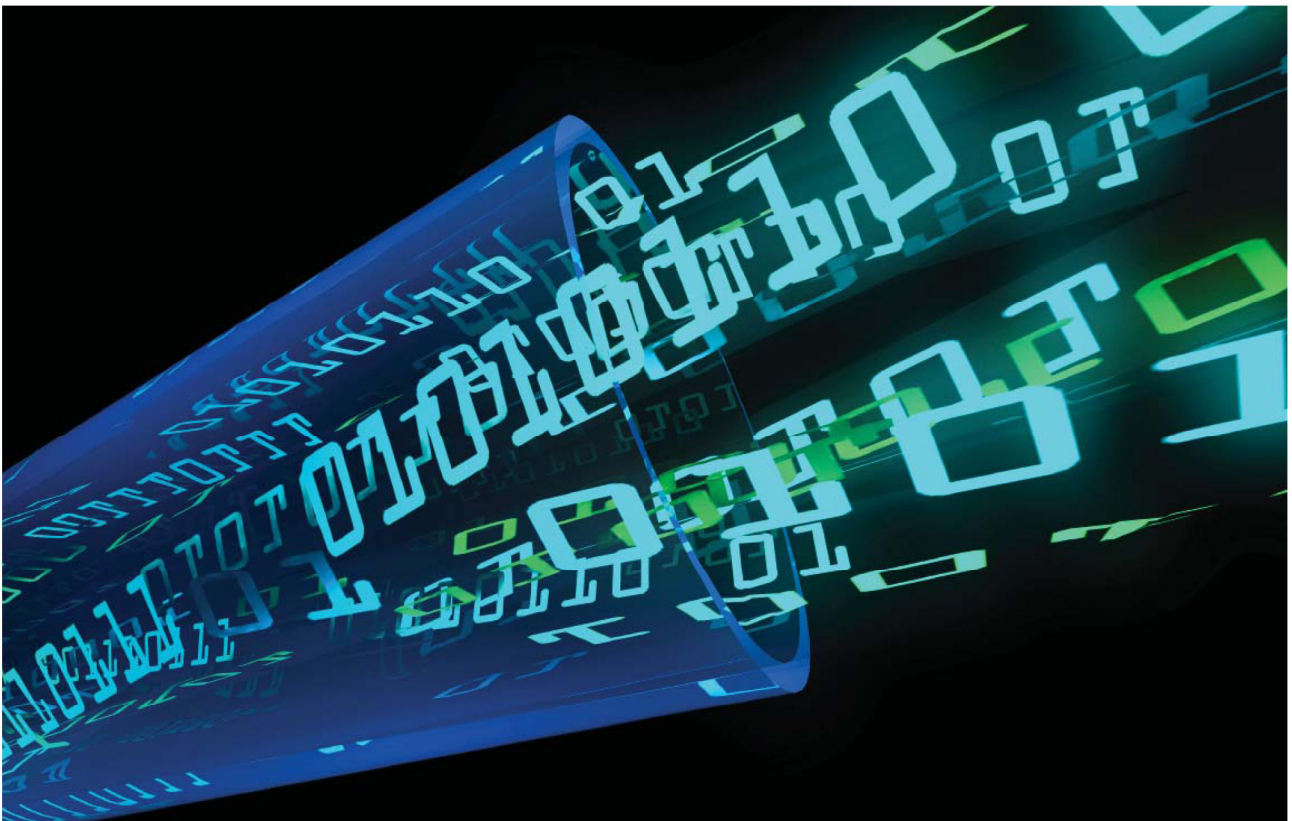
Some of these barriers are compounded by the county being highly populated by small businesses who alone do not have the resources, skills and knowledge to overcome challenges. Social enterprise share similar barriers.

Hereford City is the county's economic centre and as such has a potential to influence the prosperity of the area. A combined approach to regeneration means investment covering travel, housing, employment land development and job creation can make a significant difference to the county.

- Improve broadband speed and coverage in Herefordshire, along with mobile phone coverage
- Improve transport infrastructure, specifically Hereford relief road
- Improve the range and quality of employment land and premises
- Enable business efficiency through use of technology
- Create a receptive and progressive approach to planning requirements for industry
- Combined regeneration of Hereford City Centre

#### **Key results:**

- 100% access to Broadband in Herefordshire by 2015
- New jobs created



## Kingspan Insulation Ltd Case Study

Established in 1981 Kingspan Insulation Ltd make premium and high performance building insulation products and insulated systems. The company is a Division of Kingspan Group plc, one of Europe's fastest growing building material manufacturers and has manufacturing, distribution and commercial operations throughout Europe, North America, Australasia and other locations across the globe. The business's global head office is based in Pembrige, Leominster and employs over 400 staff making it one of the largest employers in the area. The factory itself is the largest single manufacturing facility for rigid installation boards in the world.

Peter Morgan, Kingspan Insulation's Marketing Communications Manager attributes much of the success of the business to the expertise, knowledge and dedication of the people the company employs and the company's continual updating and improvement of its products and services ensuring that the company stays ahead of its competition.

Whilst the recession has presented challenges for Kingspan it has also presented the company with opportunities to discover new markets and new sectors resulting in the development of new products and services that reflect the changing needs of the market.



# Section 3 - Business and Communities

This section in the strategy focuses on issues relating to the economy that are important to people and their lives – this not only means the type of work that is available, but the housing available, the communities people live in and linkage to the neighbouring counties. The key issues for each area should be considered next to the county wide priorities requiring their own actions and support.

## Business Profile

### Manufacturing

The proportion of employees in manufacturing within the county is higher than figures for both England and the West Midlands. Some 40% is based in rural areas outside Hereford and the market towns and it is an important element of the Herefordshire economy. Rubber, plastics and food manufacture are the largest constituents, along with the manufacture of fabricated metal products, many of them in niche areas requiring specialist knowledge and skills. Nationally there has been a steady increase in manufacturing output though foreign competition for production is a constant threat.

### Food and Drink

There is growing national interest in local food and drink production. Campaigns such as the Flavours Awards and Herefordshire Food Festival have raised the profile and opportunity of local producers, with food and drink being used as a tourism feature of the county. There have also been some outstanding national awards to local producers which add to the perception of Herefordshire as a centre of food and drink excellence.

### Tourism

Tourism to the county is worth £411m to the local economy. Over 4.7 million visitors come per year, mainly short stays to take advantage of the outstanding countryside, rich heritage and cultural offer. This supports 8,480 jobs. Visit Herefordshire is the agency in the county that promotes tourism, develops the county as a visitor destination, supports the improvements to the visitor accommodation offer and helps manage people's stay when they are in the county.

### Land Based

In overall employment terms, the numbers working in land based industries, account for a much greater proportion than regionally and nationally. Whilst in the past agriculture has suffered, recently both livestock and grain prices have improved. However, agriculture has a track record in diversifying for example the use of polytunnels for an increasing range of fruits, quantities and quality, which has enabled many farmers to stay in business.

### Creative Industries

The local authority holds a data-base with over 500 creative businesses in the county. These are mainly sole traders or small companies making unique products. Designer crafts are particularly strong supported by an annual Contemporary Crafts Fair that has a national reputation and h.Art week that includes open studios that reflects the range and spread of arts based businesses in the county. Other creative sectors that have a strong profile in the county are creative media and festivals that take place throughout the year.

### Defence and Security

The location of The Regiment in Herefordshire in itself has a major impact on the local economy using local firms and facilities. Add to this, the many specialist security companies set up by individuals wanting to stay in the area, and the overspill of firms in the county drawn by the Malvern defence cluster. Over 80 companies in defence and security already create an important business cluster and are capable of further development given the growing global significance of security.

Continued page 14...

## Halo Leisure Case Study

Halo Leisure was set up as a Leisure Trust, which was formed as a social enterprise in 2002 to run the county's Leisure Centres. It currently runs 9 centres under a 25 year lease and has over 400 employees. Since 2002 Halo has increased annual turnover from £4.1 million, to just under £7 million. Currently Halo has approximately 1.7 million customer visits each year and a membership of approximately 9,000 people.

Halo's customers range from the very young to older people. As part of their social enterprise ethos they have developed a pricing structure which aims to ensure that their services are affordable and can be accessed by all.

In addition to their work in Herefordshire Halo have also set up a subsidiary trading company to provide consultancy and related products to the Leisure Trust and commercial sectors. The trading company's core product is asset management software which is used in 125 Leisure Centres across the UK.





# Section 3 - Business and Communities

## Environmental technologies

A potential strength of the county is growth in renewable energy which complements the rural, green and land based character of the county. The Marches Environmental Technologies Network (metnet) was set up with the express role of promoting the development of this fledgling economic sector, encouraging new companies to start up and existing companies to diversify, especially through networking and collaboration.

## Health and Social Care

Herefordshire will see a rapid increase in the ageing population that will need support from the health and social care sector. This means additional care in the home, with 33% of Herefordshire households having at least one person with limiting long term illness; but also recognising a different type of residential care as people live longer and want to be more active (life expectancy for men is 78.6 years and 83.4 years for women). There will be an expectation of more private sector care, with a potential of business growth to match the population changes. This sector has the opportunity to create additional jobs, with in-work training to address challenges of recruitment and retention.

## Social Enterprise

Herefordshire has a particularly diverse and independent third sector, with a wide range of voluntary organisations, community groups, social enterprises and housing associations contributing significantly to all aspects of life in Herefordshire. In 2008, 29% of the population volunteered (gave unpaid help) at least once a month. Social Enterprise also place a specific role in being able to balance an enterprising spirit whilst providing “social good” services. The sector has also taken an increasing role to addressing issues of employment, especially supporting the long term unemployed back into work.

## Retail

For some time, retail in Herefordshire has been losing ground to competition outside the county. Currently, sales occupations are the largest sector in the county's unemployment figures (October 2010). To try and address this, Hereford Futures is promoting the development of the £80 million retail development which includes a new department store, supermarket and smaller shops which is fully funded by the private sector.

Many local businesses have been affected by internet shopping, but some have responded by developing a noticeable internet presence. At the same time various solely internet businesses have also been set up and are trading successfully. Both of these avenues have the opportunity to prosper due to the increase growth in the use of technologies.

## Construction

Within the county there are a wide range of construction businesses, both manufacturing components (many in niche markets) and straight construction. Particularly strong in the county is the steel frame building sector along with wooden frame buildings for domestic and industrial use that complement the rural identity of the county. With investment in Hereford City and inbuilt infrastructure in the county there is a need to ensure local businesses have the opportunity to secure contracts, and having the right skills that can be developed through Constructions Skills Academy.

## The Public Sector

Though the public sector is shrinking, the combined services of health, education, emergency services and local government are still a significant local employer. The nature of public service is adapting with the changes providing an opportunity to refocus resources as well as externalise the running of appropriate services to the private and voluntary sector.

## D3 Active Case Study

D3 Active is an events agency based in Ledbury that specialise in the creation and delivery of adventure-based outdoor events. However, the company was significantly affected by the economic crisis and as a result had to reconsider its business model.

As a result D3 Active moved into new areas of activity and began running their own adventure races and expanded the corporate team building side of the business. As well as working with local businesses the company attracts high profile clients such as Red Bull, KPMG and O2.

Having moved to Herefordshire from Surrey the company makes the most of the natural assets of the surrounding countryside and their idyllic location in the grounds of Eastnor Castle Estate.

*“For our client base we are well positioned and also the geography offers us, in particular, a great place to operate.”* Fiona Day, Director

Following several years of change D3 Active expect that the next few years will be a period of consolidation for the company as they focus on developing the fledgling areas of the business.



# Section 3 - Business and Communities

## Housing

The issues of housing are strongly linked to the economy of the county, specifically in people having the financial choices to live in Herefordshire.

The median price of a property in Herefordshire was £175,000. In comparison, the median property prices for England / Wales were £172,000. Herefordshire's house prices are generally higher than elsewhere largely due to the type of housing stock present in the county. This is compared to having a lower than average wage economy for the county.

The preferred measure for house price affordability is the ratio of lower quartile house prices to lower quartile earnings. For 2010, the ratio for Herefordshire was 9.3, that is, for those on lower quartile earnings, a house at the bottom end of the market would cost them 9.3 times their annual earnings. Though there has been investment in affordable housing, Herefordshire has one of the most challenging affordability ratio in West Midlands authorities and neighbouring counties.

Regeneration schemes focused on housing have proven to have wider community benefits, as well as creating better housing stock, they have resulted in an improved quality of the area, whilst raising aspirations and addressing perceptions of an area.

### Key results:

- For the emphasis on affordable housing in the county to continue, enabling developers and social landlords to invest in the county
- To improve the availability and range of housing stock in the county, including decent housing and housing regeneration schemes
- For mixed live and work developments particularly in rural areas to be part of the Herefordshire offer
- Potential for regeneration of the Oval area in South Wye
- Support initiatives which link skills development and employment to housing development.

## Cost of Living and Poverty

The Commission for Rural Communities (CRC) and the Rowntree Foundation have published research (2010) that shows that people in rural areas need to take home up to 24% more than those in urban areas in order to reach an acceptable living standard. For example, a single person living in a hamlet will need £18,600 a year to get by, compared with £14,400 for the same person living in an urban area.

The most commonly used measure for child poverty is the proportion of children living in families in receipt of out of work benefits or tax credits where their reported income is less than 60% of median income. Latest data is from 2008, shows that in Herefordshire 15% of children are living in poverty. Though there are a slightly higher proportion of children in poverty in urban areas than there are in rural areas, children and families face other challenges related to living in rural areas, such as access to services.

The impacts of a child living in poverty can have a life-time effect. Research shows that at 22 months a poor child's skills already trail behind those of better off toddlers; at age 5 a poor child, even if he or she is very bright, will have been overtaken at school by a less talented but more privileged classmate, and by 16 he or she is just half as likely to get five good GCSEs. In Herefordshire specifically in 2009/10 attainment at level 2 for those receiving free school meals was 33% below that of young people not receiving free meals. At the other end of their life, a child born today in the poorest neighbourhoods will still die, on average, 7 years before a child born in the richest.

### Key points:

- Employment and wage level increases will have a positive effect on reducing poverty
- There is likely to be a range and number of barriers to people taking employment and training – including accessing child care, skills, ability to travel, and understanding of opportunities
- Opportunity to establish a co-ordinated approach to address poverty and financial exclusion which has an effect on health and well being.



### Green Hands Case Study

Whilst undertaking a Nail Technician course at Hereford College of Technology Naomi Andersson set about developing the idea of starting her own natural nail care business. She quickly recognised the limitations of only offering a nail care service and identified a gap in the market for natural, organic nail products which led her to develop the on-line and wholesale side of the business. Now an award winning business Green Hands is an online retailer based in Leominster, selling natural and organic products for hands and feet.

Despite the success of Green Hands Naomi acknowledges the need to keep reviewing the direction of the business and to have a clear vision about how you would like the business to develop.

# Section 3 - Business and Communities

## Work and Health

The number of days lost through ill health has an effect on a business' output level, and can ultimately impact on the GVA of the county. Therefore, there is an emphasis on employers keeping their workforce well and motivated (with de-motivation having an effect on mental and physical well being).

In Herefordshire people tend to work longer into their older age (reflective of the agricultural nature of the county and populated with self employment). As the population grows older and the retirement age extends more people will be staying on in work enabling the county to make the most of knowledge and skills. However, some parts of Herefordshire have increasingly high proportions of people aged 60 and over living in house holds with low incomes.

National research shows there is a strong linkage between work and health. Unemployed people show worsening mental and physical health over time, suffer a loss of self esteem and debt caused by lack of earnings, whilst distress levels fall when re-entering the work force. Poverty has an impact on health, including housing conditions and general life chances. Nationally, child obesity is increasing and early indications show that obesity is linked to poverty, research suggests that the working age people classed as obese may be 15-20% less likely to be in employment than non-obese.

### Key points:

- Increased employment levels will have a positive effect on people's health and well being
- Opportunity to encourage older people to stay in employment to increase their income and stay active and healthy
- Encourage workforce health through positive lifestyle choices
- Create opportunity for healthy living, e.g. cycle / walk to work; smoking cessation programme in the work place; fitness activity

## Places and Geographies

Hereford City is the service and economic centre of the county, reflecting the higher population density (58,800 people). Hereford has the largest number of businesses, with a network of employment land sites including Rotherwas in the south of the City.

The market towns of Leominster, Ross on Wye, Ledbury, Bromyard, and Kington surround Hereford City. Each of the market towns has their own distinct qualities reflective of their position in the county and the organic growth of their industries. Ledbury and Ross both benefit from access to motorway links, whilst Leominster and Ledbury have connection to the rail infrastructure. There are clusters of industry within all of the market towns providing valuable employment. Tourism opportunity is a strong feature of all the market towns, having their own unique selling point.

The rural economy is populated by small businesses, often sole traders or self employed working from home. This is higher than the national average, partly driven by necessity in terms of viability to travel to work, but with the increasing opportunity to use technology to work from any location and still be able to compete in a global marketing place. The access to technologies also means that major companies can expand whilst located in the rural area.

### Key points:

- Businesses in the rural areas support sustainability of local services and communities
- Promotion of the different attributes of the county's market towns, rural areas and Hereford City as a tourism destination and location for enterprise
- Employment land development as a key factor specifically in Hereford and the market towns
- Hereford Futures programme once completed having the potential of GVA contribution of around £32.2m a year
- Make the most of road and rail links, specifically in Leominster, Ross on Wye and Ledbury, with enhanced connectivity through the building of the Outer Relief Road



#### Caplor Energy Case Study

*“Every business should be thinking about the triple bottom line and what impact their business has on the environment. Long term it makes economic as well as environmental sense.”*

Caplor Energy Ltd designs, supplies and installs renewable energy systems in domestic and commercial properties in and around Herefordshire. The company was borne out of a unique combination of passion, economic crisis, good timing and entrepreneurial spirit. When the recession hit, it provided owner and Managing Director, Gareth Williams, to reassess the direction of his existing property development business and to start to investigate new areas of interest linked to his passion for renewable energy.

Gareth started by installing a 15kW wind turbine and a 9.7kW solar PV system on the family farm in Fownhope. Since then the company has gone from strength to strength winning numerous environmental awards and accolades.

# Section 3 - Business and Communities

## Linkage with Neighbours

Herefordshire has formed a local enterprise partnership (LEP) with Shropshire and Telford because of the synergies between the economies and common issues. The Marches LEP will use shared resources to create benefit for local businesses and raise the profile area.

As well as with Shropshire, Herefordshire has strong links to other neighbours. Ross-on-Wye in the south has links to Gloucestershire, areas in the west of the county have links to neighbouring Welsh county, Powys. Equally there are connections with Worcestershire, specifically between the towns of Ledbury and Malvern, Bromyard and Worcester.

In a recent survey of employers in Herefordshire, 11% traded mostly with neighbouring authorities, 8% traded mainly with parts of the West Midlands region outside of Herefordshire and nearly a third traded mainly throughout the UK. Some Herefordshire businesses also have links to areas outside the UK; in general the larger businesses have a greater tendency to either have customers or export goods or services outside of the UK.

Herefordshire is also likely to have industry specific links and supply chain links across the county. For example, agriculture has links with Powys, Shropshire and Worcestershire, whilst suppliers to the automobile sector are likely to have links with manufacturers in Oxford, Swindon or Birmingham.

### Key points:

- Improvements to the road and rail network would support the transportation of goods
- Opportunity to develop links within the supply chain within the LEP area
- First phase deployment of universal access of broadband in the south of Herefordshire along with the Forest of Dean in Gloucestershire
- Exporting potential for companies in the county

## Environmental Sustainability

Within Herefordshire, business is the highest emitter of CO<sub>2</sub> (on a per capita basis), followed by domestic use then transport emissions. However, all three sectors were higher than national levels on a per capita basis. Part of the high comparative rate is due to the need to travel combined with low population density.

There is a potential conflict in reducing emissions and economic growth, with new business ventures and customer demand requiring more energy. However, many businesses have realised that energy efficiency can mean lower running costs and have taken advantage of this to change practices.

With a heritage base on the land and a growing range of eco-companies, Herefordshire has the potential of creating a unique selling point based on sustainability principles.

### Key points:

- Support for sustainable business practices that can create the added benefit of reducing over-heads
- Eco-companies and environmental technologies are part of the Herefordshire identity
- Development of local planning policies for environmental standards to be adapted to Herefordshire's circumstances and adopted for new employment sites and builds
- Encouragement of heritage-led development capitalising on the "heritage premium"
- Quality of life and its relationship to economic sustainability by attracting new businesses and entrepreneurs to relocate to the County for its high quality of environment.

## Section 4 - Delivery

The strategy is the framework for future delivery, that influences and shapes private sector development and public sector intervention. The aims of the strategy will be delivered through a range of mechanisms and schemes which will be reflected in an action plan. The delivery in terms of running schemes will be assigned to a range of organisations which are most appropriate as the lead, however, creating added benefit and exceeding the aims will be achieved through the coming together of organisations in pooling resources to achieve common goals.

The results table below outlines how success will be measured over time.

Result	How measured	Baseline	Target
Increase economic productivity (GVA per head of population) to be more aligned to national levels.	Year on year percentage change in GVA per head of population.	4.3% Herefordshire increase compared to 4.6% for England. GVA 25% gap between Herefordshire and England average.	For the annual growth rate in GVA per head for Herefordshire to be 0.5 % points above the national growth rate. In the longer term reduce the gap to 18% by 2025.
Increase wage levels year on year to reduce the gap between Herefordshire and the national average	Reduce gap between Herefordshire's to England's weekly median earnings (total workplace based).	Herefordshire's earnings were 25% lower than England.	Reduce the wage gap to 10% by 2025, with year on year reductions
The business survival rate at three years consistently better than the England average.	The percentage of new businesses registered for VAT or PAYE tax schemes, in a given year, that are still operating after 3 years.	2009 figure for Herefordshire was 70%, compared to 66% for England.	5% above the England figure year on year.
Consistently achieve above the national average for employment levels	Proportion of the working age population (aged 16-64) that are in employment (self-employed or employee).	76% for Herefordshire compared to 70.5% for England average.	At least 5% above England's rate each year, moving to 6% by 2015.
Increase the qualification level of people who are economically active in the county	Proportion of the economically active population aged 16-64 that are qualified to level 3	13.9% for Herefordshire 2009, compared to 16% for England.	Year on year increase reaching 16% by 2015.
Raise attainment level at 19 years to level 2 and 3.	Qualification attainment at 19 years through NVQ	79% at level 2 and 53% at level 3 (1% above national average). 2009/10.	Above national average by 2% in 2015.
Raise the training participation level of all 17 and 18 year olds.	Percentage of 17 and 18 year olds in full time training, apprenticeships, and training whilst in work.	90% (1% above national average) for 2008/9.	2.5% above the national average by 2015.
Reduce the number of young people who are not in employment, education or training.	% of 16-18 year olds who are NEETs (not in employment, education or training).	6.8%	Reduce to 4.7% in 2015.
100% access to Broadband in Herefordshire by 2018	% access of 2Mbps broadband to premises - residential and business	62% of premises have access in Herefordshire.	100% access of 2Mbps by 2015 100% access to Superfast by 2018





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[www.herefordshire.gov.uk](http://www.herefordshire.gov.uk)



<b>MEETING:</b>	<b>COUNCIL</b>
<b>DATE:</b>	<b>18 NOVEMBER 2011</b>
<b>TITLE OF REPORT:</b>	<b>YOUTH JUSTICE PLAN</b>
<b>PORTFOLIO AREA:</b>	<b>CORPORATE STRATEGY AND FINANCE</b>

**CLASSIFICATION:** Open

### **Wards Affected**

County-wide

### **Purpose**

The Youth Justice Plan is prepared on an annual basis on behalf of Herefordshire Council and Worcestershire County Council. The basic plan preparation is undertaken by the Youth Offending Service according to the deadlines and guidance from the Youth Justice Board for England and Wales (YJB).

### **Key Decision**

This is not a Key Decision.

### **Recommendation**

**THAT the Youth Justice Plan as prepared be approved within the Policy Framework.**

### **Key Points Summary**

The Youth Justice Plan sets out how youth justice services across Herefordshire and Worcestershire are structured and identifies key actions to address identified risks to service delivery and improvement.

### **Alternative Options**

There are no alternative options.

### **Reasons for Recommendations**

The Youth Justice Plan is endorsed by Herefordshire Council annually.

### **Introduction and Background**

Under section 40 of the Crime and Disorder Act 1998 each Local Authority has a duty to produce a Youth Justice Plan setting out how Youth Justice Services in their area are provided and funded and

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Further information on the subject of this report is available from  
Jo Davidson, Director of People Services, on (01432) 260039

how the Youth Offending Service for the area is funded and composed, the plan is submitted to the Youth Justice Board for England and Wales

The Youth Justice Plan for 2010/11 was prepared in March 2011 in line with the guidance issued by the YJB, the draft plan was agreed at the Youth Offending Management Board on 4<sup>th</sup> April 2011 and signed off by Management Board members in July 2011.

## **Key Considerations**

The Youth Offending Service had five indicators in the set of national indicators for local areas. Performance against the indicators for Worcestershire and Herefordshire is outlined in the plan and actions identified to address risks to performance improvement.

Key data relating to YOS Performance and Youth Offending fro Herefordshire is provided at Appendix 2 to this report.

## **Community Impact**

The principal aim of the Youth Justice System is the prevention of offending and re-offending by children and young people. The Youth Justice Plan set out an action plan to address future service delivery and improvement.

## **Financial Implications**

These are covered by the existing budgetary contribution.

## **Legal Implications**

There are no legal implications.

## **Risk Management**

There are no risks associated with the endorsement of the Youth Justice Plan.

## **Consultees**

As detailed in the Youth Justice Plan

## **Appendices**

Appendix 1 – Youth Justice Plan

Appendix 2 – Youth Offending Service Key Data for Herefordshire

## **Background Papers**

None identified.

# WORCESTERSHIRE AND HEREFORDSHIRE YOUTH OFFENDING SERVICE



## ANNUAL YOUTH JUSTICE PLAN

2011/12

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## 1 Introduction

Worcestershire and Herefordshire Youth Offending Service (YOS) is a multi-agency partnership between Worcestershire County Council, Herefordshire Council, West Mercia Police, West Mercia Probation Trust, NHS Worcestershire and NHS Herefordshire. Other agencies contribute to the work of the YOS, in particular the third sector organisation YSS who second staff into the YOS. Established by the Crime and Disorder Act 1998, the Youth Offending Service is responsible for the delivery or commissioning of statutory youth justice services.

The YOS is committed to the provision of high quality youth justice services, in partnership with other services and organisations, with the aim of preventing offending and re-offending by children and young people. In addition to the services provided to young people in or at risk of entering the Youth Justice System the service recognises the role it has in increasing public confidence in the youth justice system and increasing victim satisfaction through their involvement in restorative and reparative processes. This is reflected in the service's five strategic objectives;

1. The prevention of offending by children and young people
2. Developing and maintaining and empowered and motivated workforce
3. Improvement of outcomes for victims
4. Contributing to the achievement positive outcomes for young people and their families
5. Increasing awareness of and confidence in the youth justice system

The actions outlined in section 6 of this plan have been cross referenced to these five strategic objectives and the service development priorities outlined below .

The YOS has been subject to five national key performance indicators during 2010/11:

- **Rate of proven re-offending for young offenders**
- **First time entrants to the youth justice system**
- **Young people within the Youth Justice System receiving a conviction in court who are sentenced to custody**
- Ethnic composition of offenders on youth justice disposals
- Young offenders' engagement in suitable education, training and employment

In 2011/12 the YOS will be subject to first three performance indicators outlined above in bold.

Following the recommendations of the Core Case Inspection (CCI) undertaken in January 2011 and work identified by the Management Board the following areas of service development have been identified as priorities for 2011/12:

- (i) **Assessment and Intervention Planning:** Ensuring that the quality of intervention and risk plans are raised
- (ii) **Quality Assurance:** Reviewing current systems to ensure they meet the recommendations of the CCI
- (iii) **Management of Risk:** Implementation of revised procedures to ensure that risk management plans are integrated with intervention plans.
- (iv) **Review Structural and Governance Arrangements:** Appraise service delivery options across West Mercia and implement any agreed changes for 2012/13
- (v) **Service User Involvement:** Ensure that young people are meaningfully involved in the assessment and intervention planning processes
- (vi) **Victim Information and Involvement** Ensure that information is obtained, appropriately recorded and a high priority is given to victim safety

Detailed actions to meet these priorities are included in section 6 of this Annual Plan.



## 2 Performance

Indicator	Performance	Commentary																		
<p><b>NI19</b> Proven rate of reoffending for young offenders</p>	<p>2005 12 month rate 1.30 2009 12 month rate 1.19 Percentage change -8.7%</p> <p>(the rate represents the average number of re-offences per offender in the re-offending cohort)</p>	<p>The change in the rate of proven re-offending between 2005 and 2009 is -8.7%</p> <p>During 2010/11 the YOS has reviewed and revised its Management of Risk Policy and Procedure and all staff briefed on the policy and procedure. In 2011/12 it is planned to merge the management of DYOs with the emerging Integrated Offender Management arrangements in both Counties.</p>																		
<p><b>NI 43</b> Young people within the youth justice system receiving a conviction in court who are sentenced to custody</p>	<p>2006/07 3.7% April – Dec 2010 3.2% Percentage change -13%</p>	<p>The custody rate between the 2006/07 baseline and the April to December 2009 shows an increase in performance with a reduction in the proportion of custodial sentences of -13%. Due to the numbers of young people processed through the Courts falling, the percentage rate masks the actual reduction in the number of young people being made subject to a custodial sentence, from 62 in 2006/07 to 46 in 2009/10</p>																		
<p><b>NI44</b> Ethnic composition of offenders on youth justice system disposals.</p>	<table border="1"> <thead> <tr> <th></th> <th>% of youth justice pop. in 2009/10</th> <th>% of general pop. in 2009/10</th> </tr> </thead> <tbody> <tr> <td>White</td> <td>95.7%</td> <td>95.0%</td> </tr> <tr> <td>Mixed</td> <td>2.3%</td> <td>2.0%</td> </tr> <tr> <td>Asian</td> <td>1.3%</td> <td>1.9%</td> </tr> <tr> <td>Black</td> <td>0.6%</td> <td>0.5%</td> </tr> <tr> <td>Chinese</td> <td>0.1%</td> <td>0.5%</td> </tr> </tbody> </table>		% of youth justice pop. in 2009/10	% of general pop. in 2009/10	White	95.7%	95.0%	Mixed	2.3%	2.0%	Asian	1.3%	1.9%	Black	0.6%	0.5%	Chinese	0.1%	0.5%	<p>There is a slight over representation in the BME groups of Mixed and Black. Disaggregated data shows that this over representation is found in Worcestershire rather than Herefordshire.</p> <p>Analysis regarding this disproportionality has been undertaken by the YOS Diversity Group but the findings remain inconclusive. Due to the low numbers of young people involved the disproportionality may be statistically insignificant, and the comparator (based on projections from the 2001 Census) may also be inaccurate. Disproportionality is constantly under review by the Yos Diversity Group.</p>
	% of youth justice pop. in 2009/10	% of general pop. in 2009/10																		
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Chinese	0.1%	0.5%																		

Indicator	Performance	Commentary
<p><b>NI45</b> Young Offenders engagement in education, training or employment.</p>	<p>2006/07 baseline April to December 2010</p>	<p>64.6% 71.7%</p> <p>Compared to the position in 2006/07 when the rate was 64.6 the performance is showing an increase of 10.9% and is a slight improvement on 2009/10 where the performance was 70.3%.</p>
<p><b>NI111</b> First time entrants to the youth justice system</p>	<p>2008/09 rate per 100 000 of 10 – 17 population 1420</p> <p>2009/10 rate per 100 000 of 10 – 17 population 1030</p> <p>% change - 27.4%</p>	<p>The reduction of first time entrants in Worcestershire and Herefordshire between 08/09 and 09/10, is -27.4%. There has been a sustained reduction in first time entrants since 2005/06 when the rate per 100 000 youth population was 2050.</p> <p>The Youth Inclusion and Support Panel (YISP) continues to work with those assessed as at risk of entering the system in Worcestershire. In Herefordshire work for those at risk will be provide through integrated locality teams.</p> <p>2010/11 was the first full year of operation for the West Mercia Police Community Resolution scheme which diverts low level offending from formal criminal justice interventions.</p>

### 3. Resources and Value for Money

The YOS has a complex budget structure comprising of partner agency cash and in kind contributions and the single youth justice grant administered through the YJB. The expected contributions for 2011/12 are outlined in the table below.

#### YOS Funding 2011/12

	Cash Contribution	Seconded Staff	Delegated Funds	Total
West Mercia Police	121,228	152,848		274,076
West Mercia Probation Trust	83,606	77,260	29,000	189,866
Worcestershire Childrens Services	753,483	53,979	38,000	845,462
Herefordshire Childrens Services	194,749	93,874	2,800	291,423
Worcestershire Health	67,118	43,648		110,766
Herefordshire Health		43,549		43,549
Youth Justice Board	1,092,441			1,092,441
	<b>2,312,625</b>	<b>465,158</b>	<b>69,800</b>	<b>2,847,583</b>
Worcestershire EIG	180,000			180,000
<b>Ring Fenced Grants</b>	<b>180,000</b>	<b>0</b>	<b>0</b>	<b>180,000</b>
<b>Total Funding</b>	<b>2,492,625</b>	<b>465,158</b>	<b>69,800</b>	<b>3,027,583</b>

The budget represents an overall reduction of 16% from 2010/12. Despite this, due to falling workloads in statutory work as a result of reduction in first time entrants, the service is confident it will be able to meet its statutory duties and comply with National Standards within current resources. The Management Board recognise that resources may be further reduced in forthcoming years and have commissioned a sub group to appraise service delivery options for implementation for 2012/13.

A comparative analysis of resources with other Youth Offending Services within the family group (statistical neighbour group) undertaken in 2008, demonstrated that in terms of delivering performance, meeting National Standards and cost per youth justice disposal Worcestershire and Herefordshire YOS represented good value for money. Within the family group of 10 youth offending services Worcestershire and Herefordshire had the lowest overall cost per disposal at £2350 (range £2350 to £4394), had a higher than average case load per worker but was the fourth highest performing YOS in the family group, in terms of the overall performance, and the highest performing in terms of meeting the key performance indicators.

#### **4. Structure and Governance**

The YOS has a total salaried staff complement of 71 full time equivalent staff, supported by sessional workers and volunteers. The service is split into 6 teams, three area based Youth Offending Teams (Yots), a Prevention Team, the ISS Team and the Central Office (Business Support) Team.

The Yots comprise YOS Officers (qualified officers), Assistant YOS Officers and a number of either seconded or specialist staff including Police Officers, Probation Officers, Health Officers (CPN and Health Visitor), Victim Liaison Officers, Education Officers, Bail Support Officers, ISS Case Officers and Specified Activity Programme Workers. Within the Prevention Team there are YISP Key Workers and the Parenting and Mentoring Workers. The Parenting Workers and Reparation Co-ordinator work across the whole service. Staff are employed by seven different employing bodies including a third sector organisation.

The YOS is hosted by Worcestershire County Council and line management for the Head of Service is provided by the Head of Safeguarding and Services to Children and Young People in the Children's Services Directorate. It is clear, however, that this relationship is structural and the YOS remains a partnership service with a distinct clear identity operating across and within both Local Authority Children Services. The YOS recognises the importance of reducing the distance between services in order to improve outcomes for children and their families and is increasingly working more closely and in partnership with other parts of Children Services.

The YOS has a strong Management Board jointly chaired by the Director for Children's Services for Herefordshire and the Director for Children's Services in Worcestershire. Other Board members are senior strategic managers from each of the agencies with a statutory duty to co-operate with the Local Authorities in establishing and resourcing youth justice services. The current membership of the YOS Management Board is outlined in the table below.

Name	Agency	Role
Gail Quinton (Joint Chair)	Worcestershire County Council	Director for Children's Services
Jo Davidson (Joint Chair)	Herefordshire Council	Director for Children's Services
David Chantler	West Mercia Probation Trust	Chief Executive
Simon Edens	West Mercia Police	Assistant Chief Constable
Due Doheny	NHS Herefordshire	Director of Clinical Leadership and Quality
Francis Howie	NHS Worcestershire	Assistant Director for Public Health
Siobhan Williams	Worcestershire County Council	Head of Safeguarding and Services to Children and Young People

The Board has three clear functions;

- Support** - including ensuring adequate finance and human resources, infrastructure and provision of professional support
- Scrutiny** – Including performance management, approval and monitoring of service plans, budget approval and monitoring quality assurance
- Services** - including enabling access to mainstream services within organisations represented on the Board and support in accessing other mainstream provision and ensuring that services offered are value for money.

A wider range of stakeholders, including Her Majesty's Court Service and the third sector are engaged through representation in the Youth Justice Forum. The Forum meets quarterly and focuses on operational, performance and effective practice issues. The Forum is chaired by a nominated member of the Management Board to ensure a direct link between the Forum and the Board.

During 2010/11 the Management Board reviewed their role in relation to providing strategic direction to the service and have commissioned a sub-group to appraise future service delivery options for 2012 onwards.

## 5 Partnership Arrangements

Worcestershire and Herefordshire Youth Offending Service operates within a complex local planning environment comprising of two top tier Local Authority areas, six district level Local Authorities, five Community Safety Partnerships (with differing levels of strategic integration at district level and across partnerships), two Drug and Alcohol Action Teams (or equivalent) and two Primary Care Trusts. From a criminal justice perspective the YOS links with West Mercia Court Service, West Mercia CPS, West Mercia Criminal Justice Board, West Mercia Probation Trust and West Mercia Police.

Despite the demands of this complex local planning environment the YOS has prioritised involvement and engagement with partner agencies and is represented on numerous key strategic forums including;

- Two Local Safeguarding Children's Boards and relevant sub-groups
- West Mercia Criminal Justice Board and relevant sub groups
- Two DATs and Joint Commissioning Groups
- Worcestershire Children's Trust Board
- Herefordshire Children and Young People's Partnership
- The Community Safety Partnerships (x 5)
- MAPPA Strategic Management Board
- West Mercia Youth Panel Chairs Meetings, Youth Panel Meetings, Youth and Crown Court User Groups.

The Prolific and Other Priority Offender Strategy (Prevent & Deter) has provided an opportunity for the Police, Community Safety Partnerships, Probation and the YOS to work cooperatively on the management of PPOs and particularly around the need to prevent young people from becoming involved in the criminal justice system. The YOS is involved in the development of Integrated Offender Management (IOM) across both Counties and, in particular seeking to ensure the management of DYO's is integrated as part of the IOM arrangements.

## 6 Action Plan

Action	Strategic Objective	Service Development Priority	Owner	Timescale
Establish an Inspection Improvement Task Group to provide oversight and direction for improvement actions	1, 2, 3 & 4	i to vi	HoS	June 2011
To elicit peer support in informing Inspection improvement	1, 2, 3 & 4	i to vi	HoS	June 2011
Assessment guidance to be updated to ensure that it is clear that WDYT? or other clear evidence of the young persons involvement in the assessment process is recorded	1 & 4	i & v	ATM - Assessment Lead	August 2011
Training to be provided on enhancing skills of assessment and analysis including assessment of risk of harm and vulnerability	1, 2, 4 & 5	i, ii & iii	DHoS	September – Dec 2011
Assessment QA process reviewed to include reviewing for all AFI identified in the Inspection Report	1, 3, 4 & 5	i & ii	ATM - Assessment Lead	August 2011
Development of a set of standards for ROSH assessments	1, 3 & 4	i & iii	ATM - Assessment Lead	July 2011
Revise ROSH assessment guidance to reflect the ROSH standards.	1, 3 & 4	i & iii	ATM - Assessment Lead	July 2011
All staff to be briefed on revised ROSH guidance	1, 2, 3 & 4	i & iii	All ATMs	August/Sept 2011
Quality audit tool for ROSH developed and implemented	1 & 4	i, ii & iii	ATM - Assessment Lead	September/October 2011
To develop a set of standards for Intervention Plans, RMP and VMP which address all AFI identified in the Inspection Report	1, 3, 4 & 5	i, iii, v & vi	DHoS	August 2011
Revise APIS guidance to ensure that it reflects the set of planning standards.	1, 3, 4 & 5	i, iii, v & vi	DHoS	September 2011
All staff to be briefed on the revised APIS guidance	1, 2, 3, 4 & 5	i, iii, v & vi	All ATMs	Sept/Oct 2011
Development of an quality audit tool and procedure based on the APIS set of standards.	1, 3, 4 & 5	i, ii, iii, v & vi	DHoS	Sept/Oct 2011

Action	Strategic Objective	Service Development Priority	Owner	Timescale
Training on use of YOIS to ensure that staff are using it as a tool to support their work and that key processes are appropriately recorded	2	ii	DHoS	August 2011
Revise Quality Assurance process and tools to ensure reviews are timely and appropriately recorded and to reflect all AFIs identified in the Inspection Report	1 & 4	i, ii & iii	HoS	September 2011
Training on the use of YOIS for Managers to ensure that management oversight of decisions and key quality assurance processes are appropriately recorded.	1, 2 & 4	i, ii & iii	HoS	August 2011
Update recording guidance.	1, 3 & 4	i, ii & iii	IPM	July 2011
Review and update victim information and liaison arrangements. Revise Victim Policy	3	vi	ATM – Victim Lead	July 2011
Review victim information recording processes in accordance with YJB advice on Information Management for YOTs and the Victim Code of Practice	3	vi	ATM – Victim Lead	July 2011
Update APIS guidance to ensure the inclusion of assessment of victim safety is included.	3	i & vi	DHoS	August 2011
Review and update YOS Prevention Strategy	1 & 4	i & iii	DHoS/DPM	October 2011
Develop YOS Reducing Re-Offending Strategy to reflect developing IOM arrangements and DYO processes	1, 3, 4 & 5	iii	DHoS	October 2011
To appraise future service delivery options	1 to 5	iv	Task Group	September 2011
To implement any agreed changes to service delivery/ service structure	1 to 5	iv	Management Board/HOS	March 2012
To develop a use of volunteers strategy – including structure for training and support	1, 2, 4 & 5	iii	DHoS	November 2011
To review and revise YOS MAPPA guidance	1, 3 & 5	iii	DHoS	August 2011
MAPPA awareness training for staff and managers	1, 2, 3 & 5	iii	DHoS	September 2011
Development of a Strategy to reduce the number of young offenders NEET	1 & 4	iii	HoS	October 2011



## 7 Management Board Approval

<b>Name</b>	<b>Position</b>	<b>Representing</b>	<b>Signature</b>
Ms Gail Quinton	DCS	Worcestershire County Council	
Ms Jo Davidson	DCS	Herefordshire Council	
Mr David Chantler	Chief Executive	West Mercia Probation Trust	
Mr Simon Edens	Assistant Chief Constable	West Mercia Police	
Dr Francis Howie	Deputy Director for Public Health	NHS Worcestershire	
Ms Sue Doheny	Director of Clinical Leadership and Quality	NHS Herefordshire	
Ms Siobhan Williams	Head of Safeguarding and Services to Children and Young People	Worcestershire County Council	

## Glossary

AFI	Areas for Improvement
APIS	Assessment, Planning Interventions and Supervision
Asset	YOS Assessment Tool
CPN	Community Psychiatric Nurse
DAT	Drug Action Team
DYO	Deter Young Offender
IOM	Integrated Offender Management
ISS	Intensive Supervision and Surveillance
MAPPA	Multi Agency Public Protection Arrangements
NEET	Not in Education, Employment or Training
PPO	Prolific and other Priority Offender
QA	Quality Assurance
RMP	Risk Management Plan
ROSH	Risk of Serious Harm to other assessment
VMP	Vulnerability Management Plan
WDYT?	What Do You Think - Young Person's Assessment Questionnaire
YJB	Youth Justice Board for England and Wales
YOIS	Youth Offending Information System
YOS	Youth Offending Service



## Worcestershire and Herefordshire Youth Offending Service

### Key Data – Herefordshire

#### 1 Performance against National Indicators (except NI 19 and NI 111 see below)

Performance Indicator	2009/10	2010/11
NI 43 – Custodial Sentences as a proportion of all sentencing outcomes	3.2%	3.7%
NI 45 – Proportion of young offenders in full time education, training or employment at the end of their Yos Intervention	74.1%	70.9%

NI 43 – The previous national target was custodial sentences should not account for more than 5% of all sentencing outcomes. In both performance years reported in the table the performance in Herefordshire is well above the target. This is set against a national average of 5.6% (10/11) and a Family Group (statistical neighbour) average of 4.5%.

NI 45 – The performance for this indicator in 2010/11 is slightly lower than in 2009/10. This is mainly the effect of the increase in the number of young people above statutory school age who are NEET. The performance is in line with the Family Group average of 71.4%

#### 2 First Time Entrants to the Youth Justice System (NI 111)

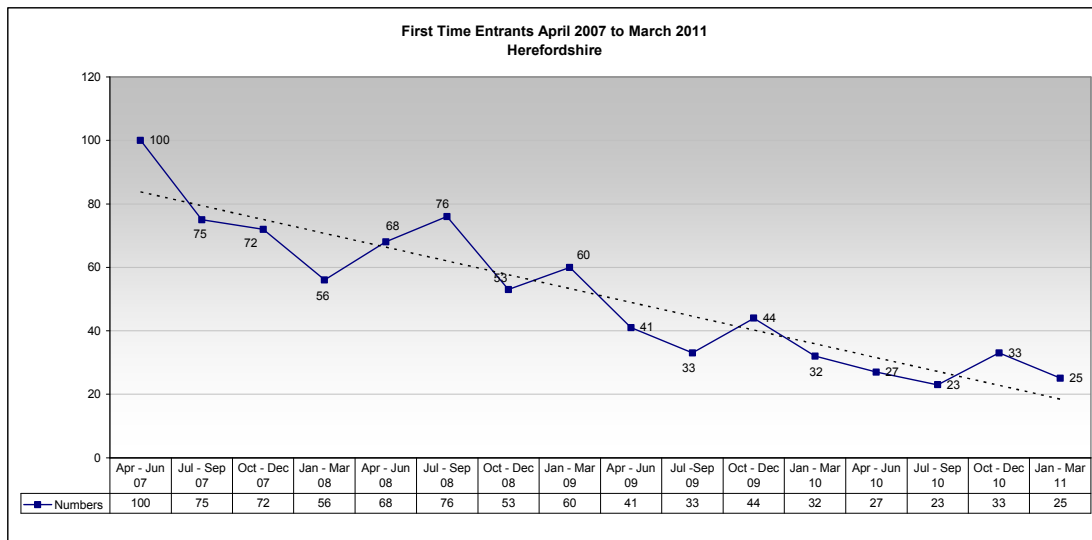
First time entrants are defined as those young people receiving their first criminal justice sanction (either a reprimand, final warning or a conviction). The National Indicator is measured by the Department for Education using PNC<sup>1</sup> and there is time delay in the publication of the results. The YOS collects and submits first time entrant data to the Youth Justice Board, who publish the data as an indication of direction of travel. The graph below outlines the first time entrant figures submitted to the YJB.

The YCAP<sup>2</sup> set a national aspiration for the reduction of first time entrants of 20% by 2020. On the official DfE figures a reduction of 47% had been achieved in Herefordshire between 07/08 and 09/10.

The graph shows a trend of a continuous reduction in the numbers of first time entrants since the end of 2006. This is likely to be the result of a number of developments including the targeting on young people at risk for interventions through the Prevent and Deter process, the work of the Targeted Family Support Project (now Herefordshire Families Matter), development of the CAF process and from July 2009 the introduction of Community Resolutions by the Police.

<sup>1</sup> Police National Computer

<sup>2</sup> Youth Crime Action Plan (2008)



### 3 NI 19 – Rate of proven re-offending by young offenders

The indicator compares the proven rate of re-offending of a cohort of offenders (over a 12 month period) against a cohort of offenders identified in 2005. The measure used is the average number of re-offences per offender in the cohort.

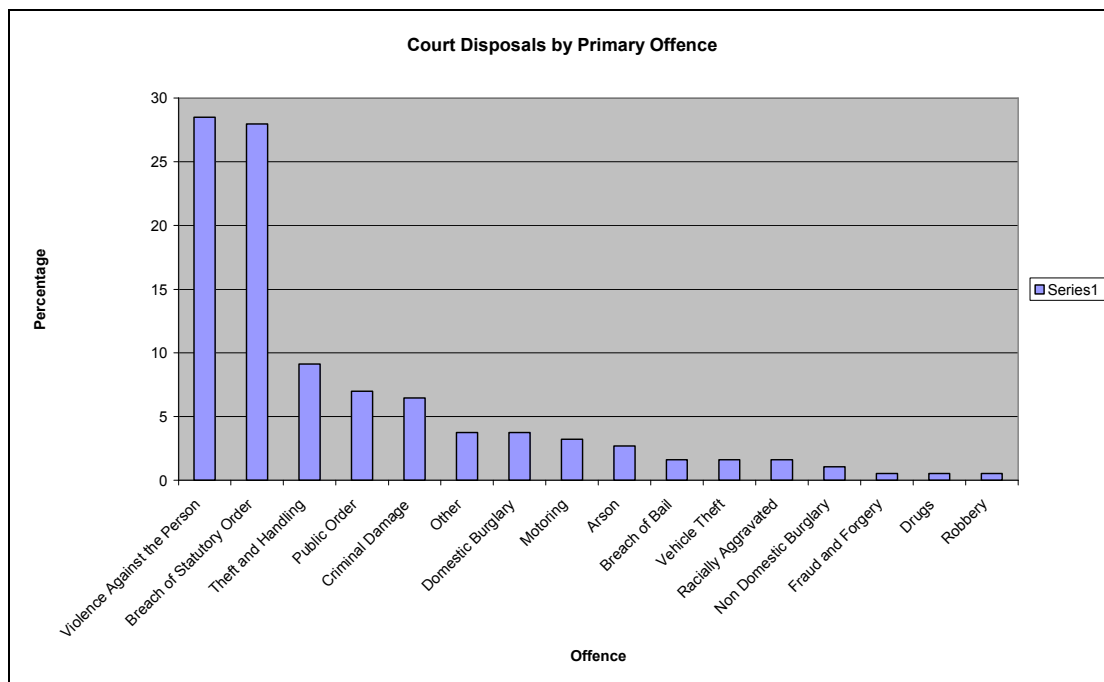
Cohort	Average number of Re-offences after 12 months
2005	1.26
2008	1.16
2009	1.43
2010	1.14

The 2010 performance represents a 9.5% decrease in number of re-offences compared with 2005 cohort.

### 4 Young People Offending by Offence Type

The graph below outlines the primary offence<sup>3</sup> for Herefordshire young people sentenced by the Court during 2010/11

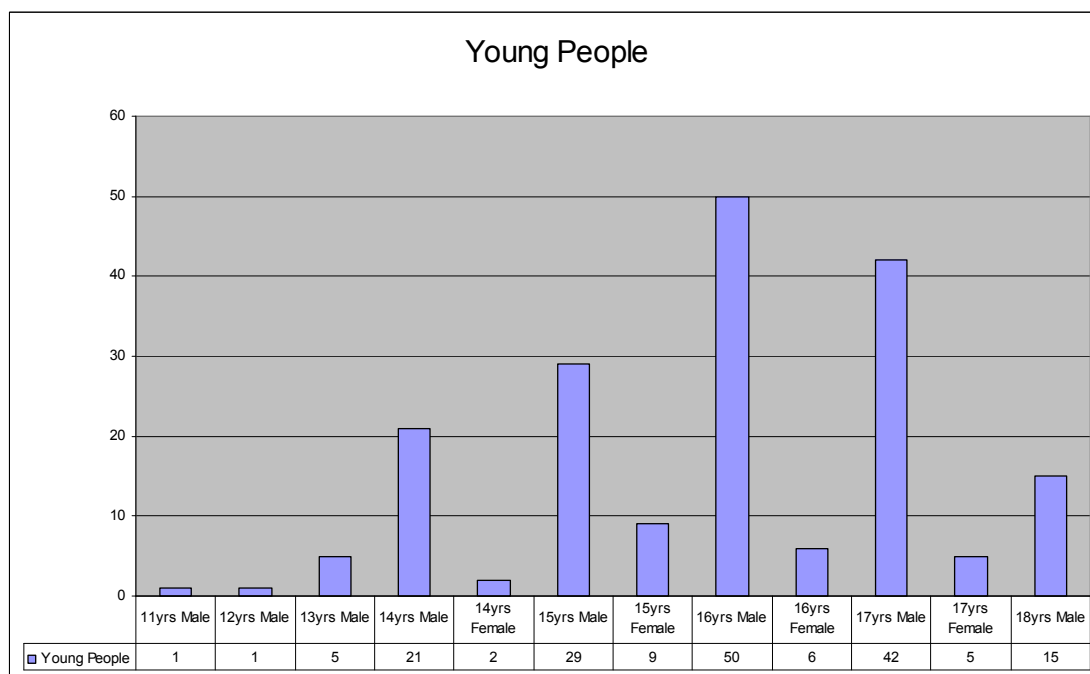
<sup>3</sup> Primary offence relates to the most serious offence in a sentencing episode, there may be more than one offence and different types of offences at each sentencing episode.



The most frequently occurring primary offence are offences of violence against the person accounting for 28% of primary offences.

### 5 Young people offending by Age and Gender

The graph below outlines the age and gender of Herefordshire young people sentenced by the Courts during 2010/11.



The peak age for young males sentenced is 16 years and for young females 15 years. Males accounted for 79% of sentencing outcomes and females for 21%





<b>MEETING:</b>	<b>COUNCIL</b>
<b>DATE:</b>	<b>18 NOVEMBER 2011</b>
<b>TITLE OF REPORT:</b>	<b>REPORT OF THE STANDARDS COMMITTEE MEETING HELD ON 14 OCTOBER 2011</b>
<b>REPORT BY:</b>	<b>STANDARDS COMMITTEE</b>

**CLASSIFICATION:** Open

**MEMBERSHIP:** David Stevens (Independent Member) (Vice-Chairman); Olwyn Barnett (Local Authority representative), Jake Bharier (Independent Member); Chris Chappell (Local Authority representative), Isabel Fox (Independent Member); Richard Gething (Town and Parish Council Representative); Mary Morris (Town and Parish Council Representative);.

## Wards Affected

County-wide

## Purpose

To inform Council about the activities of the Committee and its Sub-Committees and the future of the standards framework.

## Recommendation

**THAT: the report be noted.**

## Chairman

1. On 31 July 2011 Mr Robert Rogers resigned as Chairman and Independent Member of the Standards Committee. Mr Rogers has been appointed as Clerk of the House of Commons and Chief Executive of the House Service and is no longer able to devote the necessary time to the Committee. Mr Rogers has chaired the Committee from its inception in early 2002 and has played a major role in the development of the Council's ethical standards framework since that time. We are indebted to him for his help advice and leadership and wish him every success in his new parliamentary role.

## Dispensations

2. We have granted a dispensation to four members of Garway Parish Council in relation to the Garway Village Hall Management Trust; and three members of Colwall Parish Council in relation to the Walwyn Meadow Management Trust.

## **The Future of the Local Government Standards Framework**

3. The Decentralisation and Localism Bill is currently being considered by the House of Lords, and is due to receive royal assent towards the end of the year. The Bill includes proposals to abolish the Standards Board regime and as a result it is likely that Standards for England will cease to investigate complaints in late 2011 or early 2012. Until such time as the new legislation is passed, the statutory framework remains operative and complaints are still being dealt with by the Standards Committee in the same way.

The proposals will have a considerable affect upon the ethical standards framework both at a national and a local level and the Committee has been looking at how the Council could deal with this area in the future. A working group has been established to formulate a suggested approach about standards and ethics in Herefordshire and the future role of the Standards Committee, having regard to the proposals contained in the Localism Bill and any amendments made by Parliament. A report on the findings of the Group will be submitted to Council's Group Leaders in due course.

## **Local Filter Cases and Determinations**

4. We have reviewed progress made with complaints about local authority, town and parish councillors since the introduction of the local filter on 08 May 2008. In 2008, 18 complaints were considered, 50 in 2009, 31 in 2010, and to date in 2011, 58.

## **Background Papers**

- Agenda for the Standards Committee Meeting held on 14 October 2011.

**DAVID STEVENS  
VICE-CHAIRMAN  
STANDARDS COMMITTEE**



**HEREFORDSHIRE COUNCIL****REPORT OF THE HEREFORD AND WORCESTER FIRE AND RESCUE  
AUTHORITY TO HEREFORDSHIRE COUNCIL 18 NOVEMBER 2011****Introduction**

The Authority has an annual budget of just over £31 million and governs the work of the Service through a variety of committees and scrutiny bodies. Our long term vision is to make Herefordshire and Worcestershire safer from fire and other hazards and to improve community well-being.

Hereford and Worcestershire Fire and Rescue Service (H&WFRS) is one of 46 Fire Services in England and is one of the largest rural services containing areas of urban concentration. Our Fire and Rescue Services, including fire safety activities, are provided from 27 fire stations strategically located across the two counties. These services are co-ordinated within three geographical districts which coincide with Local Authority and Police boundaries. The Service has five whole time stations (crewed 24 hours) based in Hereford, Worcester, Kidderminster, Bromsgrove and Redditch. It also operates three day-crewed (crewed during the day and providing an on-call or retained service at night) stations in Malvern, Droitwich and Evesham. The Retained Duty (on-call fire-fighters) personnel are mainly based in Herefordshire, where 12 out of the 19 retained stations are located. We also host one of 20 national Urban Search and Rescue (USAR) specialist units in Droitwich, funded separately by Central Government to respond to any major unstable or collapsed structure or major transportation incident as part of a national response.

The Service attends approximately 8,000 emergency incidents each year. The majority of calls for assistance are to fires, road traffic collisions and alerts from automatic alarm systems. The Service deploys a range of different vehicles with varied capabilities to cover the current risk. In our area in particular, there are also calls for rope rescues, grass fires in open areas, and to assist when floods strike. We have highly trained specialist teams to deal with these specific types of emergencies. The Rope Rescue team is based at Malvern Fire Station and is trained to rescue casualties from quarries, rock faces, sewers, silos and cranes. The Service also has three swift water rescue teams, one based at Worcester, one based at Evesham and one at Hereford and has now completed the roll out and familiarisation training of the new Water Rescue Vehicles (WRVs) with Hereford, Worcester and Evesham Fire Stations now being fully operational.

The Fire and Rescue Service, however, along with all other public sector and local government organisations, is currently subject to funding constraints. Over the next four financial years, our grant from government may reduce by up to 13%. When that fact is coupled with other unavoidable pressures in the Service, (inflation and essential investment in fleet and property), we may need to save around 7.2% of our budget, which is approximately £2.5m.

## **Performance 2010/11**

Hereford & Worcester Fire and Rescue Service remains one of the highest performing Combined Fire Authorities (CFAs) yet receives the second lowest government grant per capita of all CFAs in England. The performance information for Quarter 4, 2010/11 and for the entire year was considered in detail by the Policy and Resources Committee on 8 June. The performance indicators for the year showed some of the best results the Service has ever achieved.

## **Appointment of Assistant Chief Fire Officer**

In July 2011 Richard Lawrence was appointed to the role of Assistant Chief Fire Officer.

## **The Firefighters Memorial Trust Annual Service of Remembrance and Wreath Laying Ceremony**

The Chief Fire Officer, Chairman and Watch Commander, Steve Bullock, as Standard Bearer for the Service, attended the memorial service at St Paul's Cathedral in London on Sunday 11 September to commemorate the 10<sup>th</sup> anniversary of the terror attack on the twin towers in New York in 2001 in which 343 fire fighters lost their lives. The service also remembered all firefighters that had lost their lives as a result of their duties since the beginning of World War 2.

## **Special Reception in the Presence of HRH the Princess Royal**

The Chief Fire Officer and Vice Chairman attended a special reception and ceremony on 19 July 2011 at the Honourable Artillery Company in London where the Firefighters Memorial Trust received its Royal Charter from the Princess Royal and the new 'Firefighters Memorial Standard' was blessed.

## **Financial Results 2010/11**

The approved budget for 2010/11 was £31.395m. In the March monitoring report the net underspending expected to be transferred to the organisational Development Reserve was £0.495m. Since the March projection, budget holders have continued to minimise expenditure and the out-turn position shows a significant further underspending, although much of this was one-off savings which can't be replicated in the future.

The Authority's accounts were approved on 28<sup>th</sup> September 2011. The External Auditor plans to give the Authority an unqualified audit opinion and an unqualified value for money conclusion.

## **Fire Director and Shadow Fire Minister Visits Service**

The Director of the Government's Fire, Resilience and Emergencies Department visited Hereford & Worcester Fire and Rescue Service on Friday

1 July 2011 to gain an insight into the many initiatives taking place across the two counties. Also during the summer Chris Williamson, MP, The Shadow Minister for Communities and Local Government visited Hereford & Worcester Fire and Rescue Service to gain an insight into the day to day running of the organisation and how it works to protect its local communities.

### **Fatality in Ewyas Harold**

On Thursday 28 July 2011 the service attended an incident in Abbey Dore near Ewyas Harold. Crews from Ewyas Harold, Peterchurch and Hereford responded effectively, rescued an elderly lady from the property and assisted in her care before her transportation to hospital. Despite the Service's best efforts the lady passed away later that evening.

The victim was known to the Service through previous fire incidents. These incidents triggered extensive fire prevention activities aimed at minimising the risk of a future fire occurring within the victim's premises. The Service, in recognising the victim's challenging physical impairments and living conditions, organised for the provision of a portable fire suppression system for the victim which aimed to improve the chances of survivability should further fires occur.

Despite the fact that the lady did not survive the recent fire event, the Service is satisfied that, in respect of how it catered for the prevention of fire within the victim's home and how it responded to the fire when it occurred, the Service demonstrated its continued commitment to protecting the vulnerable within its communities. The Service will now look at any lessons learnt from this incident and look to incorporate any learning gained into its future activities.

### **Reporting Injuries**

Due to an increase in reported injuries at operational incidents a new Casualty Report Form has been introduced. This form will quickly alert the Community Safety Department that an injury has occurred and enable them to quickly follow up each individual injury. The report will also enable the Service to identify common trends and contributory factors.

### **Fire Control Bid**

Following the cancellation of the centrally driven Regional Control Centre Project, on 5 July 2011, H&WFRS (Hereford & Worcester Fire and Rescue Service) received notification that the CLG (Department for Communities and Local Government) were making available £81m for improving the resilience, efficiency and technology in England's control services. As a guide, this will provide up to £1.8m for each Fire and Rescue Authority. In partnership with Shropshire & Wrekin FRA, (Fire & Rescue Authority), officers from H&WFR have submitted a grant application to the DCLG. It is expected that the level of grant funding will be confirmed by 31 January 2012.

## **Draft Integrated Risk Management Plan (IMRP) Action Plan 2012/13**

Integrated Risk Management has a fundamental impact on reducing the risk amongst communities in Worcestershire and Herefordshire and involves assessing the risks faced, taking preventative action, and ensuring we have the right resources in the right place at the right time. We can achieve this by targeting community safety activities and regulatory enforcement in commercial premises and by ensuring our responses are safe and efficient.

The IRMP process requires us to produce an annual Action Plan setting out how we intend to achieve our vision and to publish the Plan for public consultation. Residents in Herefordshire and Worcestershire have been invited to have their say on five recommendations, following Authority approval of the Draft IRMP 2012/13 for consultation. The consultation period will commence for a 12 week period from 28 September and a final plan, incorporating feedback, will be submitted to the Authority for approval.

### **Vehicle Fleet**

Our vehicle fleet was greatly enhanced with the replacement of six old fire appliances with up-to-date, high specification modern vehicles. These were stationed at Worcester, Tenbury Wells, Bromyard, Ross-on-Wye, Droitwich and Malvern.

### **Asset Management Strategy**

Plans were made in March 2011 for four Strategic Training Facilities (STF's) to be constructed across the Herefordshire and Worcestershire area. These will include hot fire based training scenarios. The STF's will be based in Kidderminster, Evesham, and Kingsland and at a location to be determined in South Herefordshire.

### **Progress of the Retained Duty System (RDS) Implementation Plan**

An in-depth examination of areas including availability of staff and appliances, work-life balance, resilience, recruitment, training, development and management was undertaken. The review highlighted a number of key issues such as how the basis for a Retained Duty System (RDS) is reliant on 'traditional' communities and lifestyles and did not always fit with the modern working and life-styles of our society. Consideration was also given to the demographics of local communities, which have altered significantly in recent years, as well as the ability for people to balance their work and life commitments with the requirements of an RDS Fire Service career. A three year RDS Implementation Plan was produced based upon the evidence provided in the review and in consultation with officers, RDS staff and representative bodies.

Year 1 of the Implementation Plan has been successful and the Service is now experiencing the benefits of the areas delivered. Real time RDS

appliance availability has now improved the service that the authority is providing which now allows the authority to plan and discharge improved training to its RDS staff which in turn improves their safety, competence and operational efficiency.

### **Annual Awards Ceremony**

The Annual Awards Ceremony took place on Friday 4<sup>th</sup> November 2011 at Hereford Town Hall. Presenting the awards were the Chief Fire Officer, Mike Yates, the Chairman of the Fire and Rescue Authority – Councillor D Prodger, MBE, and the Vice-Lord Lieutenant of Hereford, Sir John Foley. Six Long Service and Good Conduct Medals, one 30 Year Award, two Outstanding Service Medals and one Volunteer Award were presented. Two Chief Fire Officer Commendations were presented to members of the public for their courageous actions at a river rescue and a rescue from a house fire. Two letters of appreciation were also awarded.

### **Presentation**

The Chief Fire Officer will be attending an event at Herefordshire Council on 6<sup>th</sup> December 2011 to update Members on matters of interest occurring within the Fire Service.

**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 368367. 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](http://www.hwfire.org.uk)).

### **BACKGROUND PAPERS**

Agenda and papers of the meeting of the Fire and Rescue Authority held on 28 September 2011



## **REPORT OF THE ANNUAL MEETING OF WEST MERCIA POLICE AUTHORITY HELD ON 27 SEPTEMBER 2011**

### ***Police and Crime Commissioners***

1. The Police Reform and Social Responsibility Act 2011 received the Royal Assent on 15 September 2011 and will transfer the role of police authorities to elected "police and crime commissioners". The first police commissioner elections will be held in November 2012, and then normally every four years.
2. The Act also includes the formation of Police and Crime Panels, which will include members from the County, District and Unitary Authorities in each police area. The primary role of the panels will be to scrutinise the activity of the Commissioner, including the setting of the precept and local policing plan.
3. The Police Authority will work closely with the Chief Constable and partners to ensure a smooth transition to the new arrangements in November 2012.

### ***Planning Process for 2011-12***

4. The planning process for the Policing Priorities and Budget for 2012/13 includes a consultation meeting with strategic partners on 15 November 2011 at Hindlip Hall, Worcester and a live Webcast at 7 p.m. 11 January 2012 featuring the Chairman, Chief Executive and Treasurer of the Police Authority and the Chief Constable. The Policing Plan and Budget will be approved at the Police Authority's meeting on 14 February 2012.

### ***National Police Air Service***

5. The Police Authority has endorsed proposals to transfer its air support assets to the National Police Air Service (NPAS). The current economic climate requires a more efficient way of delivering air support and the NPAS proposal will provide a consistent and cost effective air support function, whilst delivering a high quality service to the public for twenty four hours a day throughout England and Wales.
6. West Mercia will, under the new arrangements, pay less for air support (currently £546,000 per annum) but at the same time there will be no change in operational flight response times as the aircraft will continue to be based at Wolverhampton airport.

### ***Strategic Alliance with Warwickshire Police***

7. The Authority has agreed the Strategic Alliance Chief Officer Team Structure which consists of the Chief and Deputy Chief Constables of the two forces. They will be supported by two Assistant Chief Constables and a Director of Resources and a Director of Finance.

## ***Monitoring of Policing Plan Aims 2011-12***

8. The Police Authority monitors the force on the Policing Aims for the current year. Particular attention was given to improving the performance in the areas of Violent Crime with Injury and Serious Sexual Offences. Overall crime this year was down, particularly house burglary and detections on house burglary and robbery were good.

### ***Firearms Licensing Unit***

9. The Police Authority received a report on the Firearms Licensing Unit, where there is a significant imbalance between the net income and the staffing and administrative costs. The unit places an average cost of £300,000 per annum on West Mercia Police's budget. Further information is being gathered before deciding on a recommended way forward.

10. A national report had been prepared following the tragedy in Cumbria in 2010 involving the taxi driver, Derek Bird, which might prompt changes.

### ***Public Order***

11. The Police Authority received a report from the Chief Constable on the period of serious disorder across a number of major cities in England during the first week of August 2011. This report included information on the West Mercia Police Force national contribution and management of safety in the local area.

12. The Authority also received a report on a major police operation (Operation Crown) in Wellington, Telford which took place on 13 August 2011 and related to a proposed march by the English Defence League, which although eventually banned, still led to protesters attending the town on the day.

13. The cost of the operation was £342,500 and the heavy police presence helped to reduce the incidence of disorder. 42 arrests were made for a variety of offences including public order, assaulting a police officer and carrying offensive weapons.

14. Although business within Wellington Town Centre was disrupted, the overwhelming feedback from the community was an extremely positive one. The community felt safe and reassured that West Mercia Police and Telford and Wrekin Council had given an undertaking to protect them and this promise had been delivered.

15. The Police Authority recorded its appreciation to the Chief Constable and his officers on managing a difficult and challenging period and in so doing maintaining public order in West Mercia.

### ***Commendations and Honours***

16. The Force recognises the hard work and dedication of West Mercia Police Officers, Staff and volunteers across Herefordshire, Shropshire, Telford & Wrekin and Worcestershire each year with a Quality People Awards Ceremony. This year's



awards included former Police Authority and Shropshire County Council member, Bill Morris, who was the Volunteer of the Year.

### ***Significant Cases and Court Results***

17. The Police Authority has been updated on significant cases and court results including, manslaughter, murder, sexual abuse, drugs and urging others to start riots in Droitwich and Worcester via Facebook.

### ***Questions on Police Matters at Council Meetings***

18. The Authority is required to nominate a member to answer questions on the discharge of the functions of the Police Authority at meetings of the relevant councils and the following members were appointed for 2011/2012:

Herefordshire Council	Mr S Bowen
Shropshire Council	Mr M Wood
Telford and Wrekin Council	Mr K Austin
Worcestershire County Council	Mrs S Blagg

Signed on behalf of the  
West Mercia Police Authority

Sheila Blagg  
Chairman

### ***Further Information***

Any person wishing to seek further information on the subject matter of this report should contact David Brierley or Ian Payne on Shrewsbury (01743) 264690.

Further information on the West Mercia Police Authority can also be found on the Internet at [www.westmerciapoliceauthority.gov.uk](http://www.westmerciapoliceauthority.gov.uk).

### ***List of Background Papers***

In the opinion of the proper officer (in this case the Chief Executive of the Police Authority) the following are the background papers relating to the subject matter of this report:

Agenda papers for the meeting of the West Mercia Police Authority held on 27 September 2011.

