

AGENDA

General Overview & Scrutiny Committee

Date: **Monday 11 February 2013**

Time: **10.00 am**

Place: **The Council Chamber, Brockington, 35 Hafod Road,
Hereford**

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

For any further information please contact:

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Agenda for the Meeting of the General Overview & Scrutiny Committee

Membership

Chairman
Vice-Chairman

Councillor A Seldon
Councillor EPJ Harvey

Councillor EMK Chave
Councillor BA Durkin
Councillor DW Greenow
Councillor JW Hope MBE
Councillor RC Hunt
Councillor TM James
Councillor Brig P Jones CBE
Councillor R Preece
Councillor GR Swinford
Councillor DB Wilcox
vacancy

Voting co-optees (for education matters only)

Mr P Burbidge
Miss E Lowenstein
Mr T Plumer
Mr P Sell

Roman Catholic Church
Secondary School Governor
Primary School Parent Governor
Church of England

AGENDA

		Pages
1.	<p>APOLOGIES FOR ABSENCE</p> <p>To receive apologies for absence.</p>	
2.	<p>NAMED SUBSTITUTES (IF ANY)</p> <p>To receive details of Members nominated to attend the meeting in place of a Member of the Committee.</p>	
3.	<p>DECLARATIONS OF INTEREST</p> <p>To receive any declarations of interest by Members in respect of items on the Agenda.</p>	
4.	<p>MINUTES</p> <p>To approve and sign the minutes of the meeting held on 14 January 2013.</p>	1 - 6
5.	<p>SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY</p> <p>To consider suggestions from members of the public on issues the Committee could scrutinise in the future.</p> <p><i>(There will be no discussion of the issue at the time when the matter is raised. Consideration will be given to whether it should form part of the Committee's work programme when compared with other competing priorities.)</i></p>	
6.	<p>QUESTIONS FROM THE PUBLIC</p> <p>To note questions received from the public and the items to which they relate.</p> <p><i>(Questions are welcomed for consideration at a Scrutiny Committee meeting so long as the question is directly related to an item listed on the agenda. If you have a question you would like to ask then please submit it no later than two working days before the meeting to the Committee Officer. This will help to ensure that an answer can be provided at the meeting).</i></p>	
7.	<p>LOCAL DEVELOPMENT FRAMEWORK PROCESS</p> <p>To inform the Committee of how matters have progressed on the issues reported to Cabinet in July 2012 and to set out the consultation process to be undertaken by the Council. This report does not detail the content of the Core Strategy itself.</p>	7 - 26
8.	<p>LOCAL TRANSPORT PLAN 2013/14 TO 2014/15</p> <p>To consider the contents of the draft Local Transport Plan 2013/14 to 2014/15 and provide comments to assist with its finalisation by Cabinet and adoption by full Council.</p>	27 - 96
9.	<p>PLANNING SYSTEM REVIEW - DEVELOPMENT CONTROL AND THE OPERATION OF THE CONSTITUTION - UPDATE</p> <p>To consider a progress report on the Executive's response to the scrutiny planning system review – development control and the operation of the Constitution.</p>	97 - 110

10. COMMITTEE WORK PROGRAMME

To consider the Committee's work programme.

111 - 132

PUBLIC INFORMATION

Public Involvement at Scrutiny Committee Meetings

You can contact Councillors and Officers at any time about Scrutiny Committee matters and issues which you would like the Scrutiny Committee to investigate.

There are also two other ways in which you can directly contribute at Herefordshire Council's Scrutiny Committee meetings.

1. Identifying Areas for Scrutiny

At the meeting the Chairman will ask the members of the public present if they have any issues which they would like the Scrutiny Committee to investigate, however, there will be no discussion of the issue at the time when the matter is raised. Councillors will research the issue and consider whether it should form part of the Committee's work programme when compared with other competing priorities.

2. Questions from Members of the Public for Consideration at Scrutiny Committee Meetings and Participation at Meetings

You can submit a question for consideration at a Scrutiny Committee meeting so long as the question you are asking is directly related to an item listed on the agenda. If you have a question you would like to ask then please submit it **no later than two working days before the meeting** to the Committee Officer. This will help to ensure that an answer can be provided at the meeting. Contact details for the Committee Officer can be found on the front page of this agenda.

Generally, members of the public will also be able to contribute to the discussion at the meeting. This will be at the Chairman's discretion.

(Please note that the Scrutiny Committee is not able to discuss questions relating to personal or confidential issues.)

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YOU HAVE A RIGHT TO: -

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

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- The nearest bus stop to Brockington is located in Old Eign Hill near to its junction with Hafod Road. The return journey can be made from the same bus stop.

HEREFORDSHIRE COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

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HEREFORDSHIRE COUNCIL

MINUTES of the meeting of General Overview & Scrutiny Committee held at The Council Chamber, Brockington, 35 Hafod Road, Hereford on Monday 14 January 2013 at 10.00 am

Present: Councillor A Seldon (Chairman)

Councillors: EMK Chave, BA Durkin, JW Hope MBE, MAF Hubbard, TM James, R Preece, PJ Watts and DB Wilcox

In attendance: Councillors: AM Atkinson, PL Bettington, WLS Bowen, H Bramer, ACR Chappell, RB Hamilton, J Hardwick, JG Jarvis, AW Johnson, JLV Kenyon, RI Matthews, PJ McCaull, JW Millar, PM Morgan, NP Nenadich, C Nicholls, FM Norman, RJ Phillips, GJ Powell, AJW Powers, PD Price, P Sinclair-Knipe and J Stone

Officers: Mr D Taylor; Mr D Powell; Mr J Jones; Mr T Wilmot; Mr P Clasby; Mr N Webster; Miss G Dean; Mr P James.

20. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Greenow; Councillor EPJ Harvey (Vice-Chairman); Councillor Brig P Jones CBE, Mr P Sell.

21. NAMED SUBSTITUTES

Councillor MAF Hubbard substituted for Councillor EPJ Harvey.
Councillor PJ Watts substituted for Councillor DW Greenow.

22. DECLARATIONS OF INTEREST

Councillor JG Jarvis declared a non-pecuniary interest as the Council's representative on the Hereford Futures Ltd Board as Lead Director.

23. MINUTES

RESOLVED: That the minutes of the meeting held 10 December 2012 be confirmed as a correct record and signed by the Chairman.

24. SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY

No issues were suggested by the public.

25. QUESTIONS FROM THE PUBLIC

No questions were received from the public.

26. MEDIUM TERM FINANCIAL STRATEGY

The Committee received a presentation on the Medium Term Financial Strategy (MTFS) and considered a report to Cabinet on 17 January 2013.

The Chief Officer Finance and Commercial (COFC) informed the Committee of the position regarding the Medium Term Financial Strategy. The Committee had previously been circulated with copies of the report to Cabinet (17 January) entitled 'Draft Medium Term Strategy and update on the provisional Local Government Settlement 2013/14'. At the meeting the Committee were also supplied with copies of the presentation by the Chief Officer Finance and Commercial, a copy of which has been placed in the minute book.

The Chief Officer Finance and Commercial (COFC) highlighted the following principal points:

- The Strategy included the local and national policy, financial context and covered 2013/14 to 2015/16.
- The provisional settlement on 19 December indicated for 2013/14 a reduction of £5.45m (6.9%). The final settlement was still to be confirmed but if it followed the pattern of previous years it is not expected to alter the indicated position.
- Under the new Business Rate system from 2013/14 Herefordshire will be a 'top-up' authority and will receive £6.5m.
- The Government had offered a further Council Tax Grant of 1% but for only 2 years.
- Comparisons were made with other authorities to seek the national context and assess any impact or significant changes.
- The strategy included an assessment of the Council's future funding including: estimated Council Tax rates, inflation, and local approach to reserves and capital funding.
- Treasury Management covered borrowing and investment; addressed key risks; bank base rates and the external economic and political environment.
- The Financial Model was the heart of the strategy. The model assumed that in 2013/14 £9.142m of 'Root and Branch' budget reductions would be delivered with further reductions in future years. It also recognises £5.18m of pressures in 2013/14 with further pressures in future years. It assumed 1.9% council tax increase (£1.66m) in 2013/14 with no increase in future years.
- In 2013/14 the Model also included a contribution of £2m to reserves and an additional £1m for change management with £2.6m for inflation.

In the course of discussion the following principal points were noted:

- The report charted how Herefordshire's funding equated in the national context. It was noted that government lobbying via the SPARSE Rural Network Group was undertaken in an attempt to emphasise to government the particular funding issues faced by rural authorities and thereby seek to raise funding levels for rural authorities. The Strategy identified pressures due to increased life expectancy and future demand for adult social care due to an increasing ageing population in the county.
- From April 2013 funding (£3.15m) will be transferred from NHS Commissioning. This was already ring-fenced to projects identified through the Joint Strategic Needs Assessment. The Council will be responsible for managing contracts and ensuring value for money. This will need to be considered in the wider context, not just within adult social care but across the whole of council services. The Health & Wellbeing Board and the Health and Social Care Overview & Scrutiny Committee were monitoring the situation. The transfer of NHS funding would be the subject of a separate report to Cabinet.
- While Herefordshire had good collection rates for council tax (98%) and business rates (99%) it will be essential that this level is maintained particularly in view of any potential adverse impact following changes to the council tax benefit regime.

- Changes to the business rate regime placed greater emphasis on attracting business to the areas. While the Enterprise Zone was an advantage the county still had a small business base and therefore would be talking to similar authorities in an attempt to collaborate in attracting new businesses to the area.
- While Treasury Management had a good track record of managing investment and borrowing, the Committee sought assurances that the borrowing portfolio, particularly in relation to the higher rate LOBO Loans, were regularly reviewed and restructured.
- The level of budget reserve had taken on a greater significance due to reduced levels of government funding and increased levels of pressures on the Council's finances. Given the pressures the MTFs proposed that over the next two years the minimum level should be increased to 4% of the net revenue budget.
- For 2013/14 savings of nearly £10m are expected to be delivered through the Root and Branch process. It was noted that some social care services can be very expensive and a small increase in the number of people requiring a high level of care can soon have a significant adverse impact on the budget. These budgets are regularly monitored.

RESOLVED: That

- 1. This Committee urges Cabinet to increase the lobbying of MPs and the government to highlight how the 'sparsity' issue adversely effects this Council's budgetary position;**
- 2. Cabinet must ensure that the predicted savings identified through the Root and Branch reviews are delivered to ensure that the Council's budget is robust and deliverable; and**
- 3. The scope to restructure the Council's existing borrowing portfolio and in particular the LOBO Loans be reviewed.**

At this point the Committee adjourned for 10 minutes and reconvened at 11.25am

27. HEREFORD FUTURES GOVERNANCE UPDATE

Councillor JG Jarvis declared a non-pecuniary interest as the Council's representative on the Hereford Futures Ltd board as Lead Director.

The Committee were provided with an update on the governance and oversight arrangements of Hereford Futures Ltd.

Arising from the Overview & Scrutiny Committee on 12 October 2012 the Committee requested a further report on the governance and oversight of the company and in particular a response to a number of specific questions. The agenda report provided a degree of background to the governance of the company and its four task groups. It also set out the five questions together with responses.

The Economic Development Manager reported that the company is led by a highly experienced Chairman (Mr Ted Wilmot), Chief Executive and board of non-executive directors. Hereford Futures manages projects through a series of Task Groups, listed in the agenda report, each being chaired by a non-executive director and supported by a senior Council officer.

Referring to Question 2 (target tracking) the Economic Development Manager reported that progress with projects is reported to the relevant task group who then evaluate progress against targets. Examples of the types of outputs to be measured were included in the agenda report. Inputs e.g. footfall statistics, are commissioned when

required, which may have cost implications, or obtained from existing sources e.g. from within the Council or via the web.

Responding further to Question 4 concerning the treatment of confidential information, the Chairman of Hereford Futures, Mr T Wilmot, appreciated that the public may have concerns regarding the use of public finance, however, Hereford Futures also acted as broker in a number of contracts involving private companies. In this context the release of information would go against contractual conditions. He would, however, suggest to the board that where possible a wider range of information should be made available via the website or information bulletins. This may mean that some information would be redacted.

A Member referred to the Council's response to a Freedom of Information (FOI) request by a member of the public concerning information held by the Council on Hereford Futures. The response inferred that, within the FOI terms, the Council did not hold information on Hereford Futures. The Member questioned this as the Council had a number of representatives on the Board. The Leader of the Council outlined his process for dealing with agendas/minutes and the Acting Chief Executive undertook to discuss the matter further with the Member.

Mr P Clasby, Hereford Futures Ltd, confirmed that while the majority Hereford Futures finance was public, the company was not wholly owned by the Council and was answerable to shareholders.

The Committee noted that latest Member briefing had been issued just prior to Christmas.

On questioning the governance of the Gateway Committee, referred to in the report, the Committee were informed that the work of Hereford Futures was set and agreed through the Hereford Gateway Committee which had been established by the Council and the former AWM, now Homes & Communities Agency, to represent the views and objectives of the respective organisations working in partnership to achieve the Council's vision for sustainable growth and prosperity. The Committee normally met twice per year.

Returning to the availability of information the Committee welcomed Mr T Wilmot's earlier undertaking, however, it was suggested that Hereford Futures Ltd should consider establishing, a protocol governing the provision of information, including who in the organisation should be responsible for deciding on the status of information and any necessary redaction. As the confidentiality criteria for a public company and the Council differ, Hereford Futures may wish to consult with the Council's Monitoring Officer.

RESOLVED: That

- 1. The Committee welcomes the intention by Hereford Futures Ltd to increase the range of information made publicly available: and**
- 2. It is suggested that Hereford Futures Ltd, in consultation with the Council's Monitoring Officer, draw up a protocol to govern the redaction of confidential information from public information.**

28. COMMITTEE WORK PROGRAMME

The Committee considered its work programme.

Following on from the previous minute (No.17) a point was made that the Council has an arms-length company and a number of major partners through which public services

were delivered and it was questioned whether clarity could be sought on the status of information held by these external organisations.

RESOLVED: that the programme be noted and a report setting out how information held by the Council; its arm's length company and major partners may be effected by the Freedom Of Information Act be presented to a future meeting.

The meeting ended at 12.23 pm

CHAIRMAN

MEETING /	OVERVIEW AND SCRUTINY COMMITTEE
DECISION MAKER:	
DATE:	11 FEBRUARY 2013
TITLE OF REPORT:	LOCAL DEVELOPMENT FRAMEWORK PROCESS
REPORT BY:	ANDREW ASHCROFT – ASSISTANT DIRECTOR ECONOMIC, ENVIRONMENT & CULTURAL SERVICES
CABINET MEMBER(S) ONLY	CLLR RB HAMILTON – ENVIRONMENT, HOUSING AND PLANNING

1. Classification

Open

2. Key Decision

This is not a key decision

3. Wards Affected

County-wide

4. Purpose

To inform the Committee of how matters have progressed on the issues reported to Cabinet in July 2012 and to set out the consultation process to be undertaken by the Council. This report does not detail the content of the Core Strategy itself.

5. Recommendation(s)

THAT:

The content of the report be noted, subject to any recommendations the Committee wishes to make to Cabinet (21 February 2013).

6. Key Points Summary

- It was reported to Cabinet (July 2012) that there were a number of issues remaining to be resolved before the Plan can be submitted to the Secretary of State. These issues included the need for continuing examination of possible impacts that the Core Strategy proposals may have upon the River Wye Special Area of Conservation (SAC), further analysis of the package of development proposals contained within the plan and work to develop an appropriate set of rural policies in the light of the changes to the planning system.
- Consultation and engagement is a key element in the preparation of the Development Plan Documents. Since work began on the preparation of the Core Strategy in 2007 there have been a series of on-going consultation across the County which have helped to inform the development of the emerging Plan.
- The requirements for Development Plan Document consultation are set out in Regulations 18 and 19 of the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2012.
- The regulations are supported by the National Planning Policy Framework (NPPF) which sets out government policy on plan preparation, including community engagement.
- During the period of preparing the Core Strategy there have been six periods of consultation as follows:
 - Identifying the issues, May 2007;
 - Key Issues Consultation, September – October 2007;
 - Developing Options, June – August 2008;
 - Place Shaping, January – March 2010
 - Preferred Options, July – November 2010;
 - Revised Preferred Option, October – November 2011.
- The Committee considered the Local Development Framework consultation process at its meeting on 9 December 2011. The Committee made 13 recommendations in respect of general principles which it felt the Council should follow when undertaking consultation. A response to those recommendations by the Assistant Director Customer Services and Communications was issued to Committee members on the 13 March 2012.
- The agreed recommendations have been taken into account in the proposed consultation in respect of the Herefordshire Core Strategy.

7. Alternative Options

- 7.1 There is no alternative other than to prepare a Local Development Framework. In respect of advancing the LDF to the Secretary of State without resolution of outstanding matters and further consultation as now proposed the document would not survive Examination and any subsequent challenge. In particular work has been undertaken on the Plan to ensure its soundness as part of the independent examination.

8. Reasons for Recommendations

- 8.1 To ensure the Committee is fully appraised of the work undertaken to resolve the outstanding issues, to provide details of the consultation process and to provide an opportunity for comment.

9. Introduction and Background

- 9.1 The remainder of this report details
- a) the work that has been undertaken to resolve some key issues that were identified at Cabinet July 2012 with regards to the need for continuing examination of possible impacts that the Core Strategy proposals may have upon the River Wye Special Area of Conservation (SAC),
 - b) further analysis of the package of development proposals contained within the plan and
 - c) work to develop an appropriate set of rural policies in the light of the changes to the planning system.
- 9.2 Consultation and engagement is a key element in the preparation of Development Plan Documents, such as Herefordshire Core Strategy. The importance of consultation and engagement with stakeholders and local people in helping to inform plans for the County has been at the heart of the Plan's preparation.
- 9.3 This report details the proposed programme of consultation and provides a draft structured questionnaire highlighting the key issues, inviting consultees to tick a box indicating whether they strongly agree, partly agree, disagree etc. with the particular proposal and also providing a comment box for each proposal, with an opportunity for those who would rather respond by letter also being provided.

10. Key Considerations

- 10.1 The report to Cabinet July 2012 outlined a number of key areas where on-going work was required in order to be able to demonstrate that the Core Strategy is soundly based namely; water quality and the impact on River Wye Special Area of Conservation (SAC), viability of the plan and the deliverability of 5,300 houses in the rural areas.

River Wye Special Area of Conservation (SAC)

- 10.2 A key issue which has emerged during the plan preparation process has been the water quality of Herefordshire's main rivers and, in particular, current levels of nutrients within parts of the system. The River Wye along the whole of its length and the River Lugg south of Hampton Court is designated as a Special Area of Conservation (SAC). It is essential that, before being submitted to the Secretary of State, the Core Strategy can be demonstrated to be fully compliant with the Habitats Regulations.
- 10.3 In order to tackle this issue a Water Steering Group has been established and is attended by officers from the Council, the Environment Agency (EA), Natural England (NE) and Welsh Water. Given the scale of the issue for Herefordshire the matter has also been raised with the Secretary of State for the Department of Communities and Local Government (DCLG) and the Secretary of State for the Department of Environment, Farming and Rural Affairs (Defra).
- 10.4 NE and EA have committed to the preparation of a Nutrient Management Plan for the River Wye SAC, and which will be developed in consultation with Welsh Water and Herefordshire Council. The aims of the Nutrient Management Plan will be to control and reduce phosphates in the SAC and in doing so to facilitate the delivery of new development.
- 10.5 This commitment to produce the Nutrient Management Plan will be confirmed in a Statement of Intent. 10.6 The Nutrient Management Plan will be produced by July 2013 to allow any necessary amendments to the final Core Strategy and prior to submission to the Secretary of State for examination.
- 10.7 In addition the Water Steering Group has agreed to establish a broader strategic water steering board. This will involve neighbouring local authorities and English/Welsh environment agencies in order to co-ordinate action to manage and reduce the level of phosphates on a whole river catchment basis.

Viability & the Community Infrastructure Levy

- 10.8 Demonstrating that the proposals of the plan are both viable and deliverable is an important element of any Examination in Public and was a concern raised during the Revised Preferred Option consultation. An Economic Viability Study undertaken at Preferred Option stage indicated that meeting the proposed affordable housing target and achieving developer contributions based upon initial work on an Infrastructure Delivery Plan was not possible in the short term. The Report suggested a number of possible approaches to deal with this issue.
- 10.9 Three Dragons Consultants were therefore commissioned to carry out an updated Economic Viability Assessment to examine both the whole plan viability and produce viability evidence for the development of a Community Infrastructure Levy preliminary draft charging schedule.
- 10.10 A summary of evidence which has been used by Three Dragons to support the development of a Community Infrastructure Levy for Herefordshire Council is set out below:
- An analysis of publicly available data to identify the range of values and costs needed for the viability assessment;
 - Discussions with council officers from planning, economic development and housing departments;

- Analysis of information held by the authority, including the profile of land supply identified in the Strategic Housing Land Availability Assessment and a review of historic planning permissions;
- Two workshops held with developers, land owners, their agents and representatives from a selection of registered providers in the area
- Subsequent discussions with agents and providers who operate in Herefordshire to verify the assumptions used in the analysis;
- A survey of local Registered Providers to seek their views on aspects of costs and revenue that affect affordable housing;
- Use of the Three Dragons Toolkit, adapted for Herefordshire to analyse scheme viability for residential development and of Three Dragons bespoke model for the analysis of non-residential schemes.

10.11 A revised draft Economic Viability Assessment has been received, which sets out the methodology of the study and its findings in detail. This forms part of the evidence base and will be available during the consultation period.

Rural Policy

10.12 The Revised Core Strategy Preferred Options (October 2011) amended the distribution of housing, increasing the level of housing provision in rural areas from 4,500 to 5,300 for the plan period 2011-2031. This change was proposed during consultation in order to provide increased affordable housing and a more flexible approach recognising the emergence of neighbourhood planning.

10.13 The previous preferred option (August 2010) centred upon the countywide allocation of rural housing and economic development predominantly to specified villages which were identified as Rural Service Centres (RSCs) and Hubs.

10.14 Outside of RSCs and Hubs, a further policy supported limited development of a scale appropriate for the locality in other settlements.

10.15 Settlements not identified as RSCs or Hubs and unable to meet the criteria of a second tier settlement were defined as being in open countryside, where there is a presumption against residential development unless required to meet specific circumstances (for example a dwelling required in relation to an agricultural, forestry or rural enterprise).

10.16 Three Rural Member Engagement sessions have been held to inform Members of the progress being made with local communities in the development of Neighbourhood Plans for rural areas, to listen to and engage with Members to consider current development plan issues in relation to rural areas and to provide Members with the opportunity to comment upon and inform the emerging Core Strategy rural housing policies.

10.17 In the context that the NPPF outlines that there are three dimensions to sustainable development: economic, social and environmental the member sessions considered that any new approach should put greater emphasis on social sustainability to support communities to be strong, vibrant and healthy by providing a supply of housing to meet the needs of present and future generations.

10.18 On this basis an approach has been developed which seeks to enable Herefordshire's traditional rural village communities to grow proportionally to enhance their social and economic sustainability.

- 10.19 The approach uses the evidence developed through the Local Housing Market Assessment (June 2011). This evidence looks at housing needs across different localities in the county and provided the basis of the new approach, as opposed to focusing purely on existing service provision (The Preferred Options: Rural Areas – Option 1).
- 10.20 Given the importance of providing housing to accommodate local people (and to reflect increases in home working), and the development of affordable housing policies, it was also considered that development in smaller villages should not be resisted but this should be focused on housing to meet the needs of people with local connections.
- 10.21 It was apparent in progressing this approach that overall the strategy would provide scope for a greater provision of affordable housing and increased flexibility within which neighbourhood planning could develop.

Proposed Consultation

- 10.22 The consultation period for the Draft Core Strategy will commence on 4 March 2013 and will run for 7 weeks, (finishing on 22 April 2013). The consultation programme is set out below:

The Consultation Programme

12 July 2012	Cabinet - LDF & CIL
19 July 2012	Developer Industry briefings - CIL
26 October 2012	Rural Member briefing
31 October 2012	Ross-on-Wye members briefing
31 October	Bromyard & Winslow members briefing
2 November	Kington member briefing
2 November	Leominster members briefing
6 November	Infrastructure meeting with statutory consultees
28 November	Hereford City members briefing
30 November	Rural Member briefing
4 December	Ledbury members briefing
7 December	All member briefing
7 December	Infrastructure meeting with statutory consultees
11 January 2013	1st LDF Newsletter - Timetable
15 January 2013	Bromyard & Winslow members briefing
18 January 2013	2nd LDF Newsletter - Consultation
22 January 2013	Meeting with Communications team to confirm strategy. Agreed use of social media.
25 January	3rd LDF Newsletter - Water Quality/Phosphates
29 January	Liaised with web design & research team
1 February	4th LDF Newsletter - Highway Issues & Relief Road
8 February	5th LDF Newsletter - Community Infrastructure Levy
21 February	Cabinet
25 February	Pre-notification of consultation on website home page

w/c 25 February	Brief Customer Service/Info employees
w/c 25 February	Article in newspapers
w/c 25 February	3 Member briefings - 25 Feb, 2-3pm, Town Hall Assembly Room. 28 Feb, 3-4pm, Town Hall Council Chamber. 1 March, 10-11am, Town Hall Assembly Room
28 February	Deliver documents to info/libraries
end February	Encore and Core News articles published
end February	Herefordshire Matters published
Start March	Directorate Day
1 March	BBC H&W radio interview
1 March	Despatch consultation letters to all on LDF database
1 March	Email internal consultees
4 March	Consultation starts
4 March	Consultation activated
4 March	Website - consultation activated
w/c 4 March	Developer workshop re CIL charges
w/c 4, 11 March	A drop in session for Parish Councillors/Clerks 16.00 – 20.00pm
11 March	Ross on Wye: promotional trailer - Market Square, 10am - 1pm
12 March	Leominster: promotional trailer - Corn Square, 10am - 1pm
14 March	Bromyard: promotional trailer - Tenbury Road car park, 10am - 1pm
16 March	Hereford: promotional trailer - Hereford, High Town, 10am - 3pm
18 March	Primary Times distributed to Primary Schools for all parents
w/c 18 March	Business briefings - Mike Ashton (Hereford and Worcester Chamber of Commerce) will arrange with 20 top companies in Hereford
19 March	Kington: promotional trailer - Mill Street car park, 10am - 1pm
21 March	Ledbury: promotional trailer - St Katherine Street car park, 10am - 1pm
w/c 25 March	Peterchurch and Wigmore 10am - 1pm. Meetings @ Herefordshire secondary schools for pupil engagement - school council/prefects
26 March	Hereford Sixth Form/HTC promotional trailer 11am - 2pm.
22 April	End of consultation

10.23 The consultation will consist of a questionnaire covering the 63 policies within the draft Core Strategy. The draft questionnaire can be found at Appendix A.

10.24 The Consultation Institute Centre of Excellence will be reviewing the document. In addition, work is currently taking place with the Plain English Campaign to achieve the Plain English Crystal Mark and as a seal of approval for the clarity of the questionnaire.

11. Community Impact

- 11.1 The principal aim of the Local Development Framework, and in particular the Core Strategy, is to set out the vision and objectives for the county and establish a policy framework necessary to deliver the vision to 2031. This will ensure that there are sufficient homes provided for all members of the community, improved employment opportunities and growth, sufficient retail provision, improved infrastructure across the county and protection of the open countryside and open spaces and provision of green infrastructure.

12. Equality and Human Rights

- 12.1 In order to fulfil the requirements of S149 of the Equality Act 2010, an Equality Impact Assessment was completed in October 2010. This report shows that previous consultations have been conducted across the county and taken equality issues into consideration. The Equality Impact Assessment is being reviewed prior to the consultation commencing to ensure there is no potential for discrimination and that all appropriate opportunities will be undertaken to advance equality and foster good relations.

13. Financial Implications

- 13.1 There is £16,500 identified in the Local Development Framework budget to undertake this consultation process.

14. Legal Implications

- 14.1 The consultation provisions are mandatory.

15. Risk Management

- 15.1 The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2012 and the National Planning Policy Framework, highlight the need for public consultation particularly where new evidence or emerging policy has significantly changed. A detailed consultation process will assist in ensuring that the Core Strategy will be found sound at examination

16. Consultees

- 16.1 None.

17. Appendices

- 17.1 Appendix A – Draft Local Development Framework Questionnaire

18. Background Papers

- 18.1 None.

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Entered	

**Herefordshire Local Plan –
Core Strategy (draft)
questionnaire**

4th March – 22nd April 2013

The purpose of this questionnaire is to allow

Data protection: The back sheet of the questionnaire will be removed to protect personal details. However, it should be noted that all responses will be available for public inspection.

If you need help to understand this document, or would like it in another format or language, please contact the Forward Planning office on 01432 383357.



Working in partnership for the people of Herefordshire



Section 3.0: The Spatial Strategy (pages x to y)

This section of the Plan deals with the overall strategy including an overarching sustainable development policy, details of the scale and distribution of housing and employment development and the policy on climate change.

Q1a What is your opinion regarding policy SS1: Sustainable Development?

Agree

Partly Agree

Disagree

No opinion

Q1b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q2a What is your opinion regarding policy SS2: Housing Distribution?

Agree

Partly Agree

Disagree

No opinion

Q2b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q3a What is your opinion regarding policy SS3: Release of housing land?

Agree

Partly Agree

Disagree

No opinion

Q3b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q4a What is your opinion regarding policy SS4: Movement and transportation?

Agree

Partly Agree

Disagree

No opinion

Q4b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q5a What is your opinion regarding policy SS5: Employment provision?

Agree

Partly Agree

Disagree

No opinion

Q5b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q6a What is your opinion regarding policy SS6: Climate change?

Agree

Partly Agree

Disagree

No opinion

Q6b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Section 4.0: Place Shaping policies

This section sets out strategic policies and proposals for each of the Market Towns and the approach to development in rural areas.

Hereford (pages a to b)

Q7a What is your opinion regarding policy HD1: City Centre (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q7b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q8a What is your opinion regarding policy HD2: Movement (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q8b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q9a What is your opinion regarding policy HD3: Northern urban expansion (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q9b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q10a What is your opinion regarding policy HD4: Western urban expansion (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q10b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q11a What is your opinion regarding policy HD5: Southern urban expansion (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q11b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q12a What is your opinion regarding policy HD6: Hereford employment provision (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q12b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Bromyard (pages a to b)

Q13a What is your opinion regarding policy BY1: Development in Bromyard (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q13b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q14a What is your opinion regarding policy BY2: Land at Hardwick Bank and south of the A44 Leominster Road (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q14b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Leominster (pages a to b)

Q15a What is your opinion regarding policy LO1: Development in Leominster (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q15b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q16a What is your opinion regarding policy LO2: Leominster urban expansion (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q16b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Ledbury (pages a to b)

Q17a What is your opinion regarding policy LB1: Development in Ledbury (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q17b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q18a What is your opinion regarding policy LB2: Land north of the viaduct (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q18b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Ross on Wye (pages a to b)

Q19a What is your opinion regarding policy RW1: Development in Ross on Wye (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q19b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q20a What is your opinion regarding policy RW2: Land at Hildersley (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q20b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Kington (pages a to b)

Q21a What is your opinion regarding policy KG1: Development in Kington (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q21b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Rural Areas (pages a to b)

Q22a What is your opinion regarding policy RA1: Rural housing strategy (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q22b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q23a What is your opinion regarding policy RA2: Herefordshire's villages (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q23b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q24a What is your opinion regarding policy RA3: Herefordshire's countryside (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q24b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q25a What is your opinion regarding policy RA4: Agricultural, forestry and rural enterprise dwellings (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q25b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q26a What is your opinion regarding policy RA5: Re-use of rural buildings (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q26b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Q27a What is your opinion regarding policy RA6: Rural economy (page no. #)?

Agree

Partly Agree

Disagree

No opinion

Q27b If you partly agree/disagree with the policy, please indicate what amendment you would suggest and the reasons/evidence for the amendments.

--

Section 5.0: General Policies

Intro

Housing policies (pages #-#)

Policy	Agree	Partly Agree	Disagree	No opinion	Comment
H1					
H2					
H3					
H4					

Social and community facilities (pages #-#)

Policy	Agree	Partly Agree	Disagree	No opinion	Comment
SC1					

Open space, sport and recreation (pages #-#)

Policy	Agree	Partly Agree	Disagree	No opinion	Comment
OS1					
OS2					
OS3					

Traffic management (pages #-#)

Policy	Agree	Partly Agree	Disagree	No opinion	Comment
MT1					

Employment policies, tourism and retail (pages #-#)

Policy	Agree	Partly Agree	Disagree	No opinion	Comment
E1					
E2					
E3					
E4					
E5					
E6					

Local distinctiveness (pages #-#)

Policy	Agree	Partly Agree	Disagree	No opinion	Comment
LD1					
LD2					
LD3					
LD4					

LD5					
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Sustainable design

Policy	Agree	Partly Agree	Disagree	No opinion	Comment
SD1					
SD2					
SD3					
SD4					

Natural resources: minerals

Policy	Agree	Partly Agree	Disagree	No opinion	Comment
MN1					
MN2					
MN3					
MN4					
MN5					
MN6					

Waste

Policy	Agree	Partly Agree	Disagree	No opinion	Comment
W1					
W2					
W3					
W4					
W5					

Infrastructure delivery

Policy	Agree	Partly Agree	Disagree	No opinion	Comment
ID1					

Please ensure you complete the following table:

LDF Reference number: (if you have one)	
Name:	
Organisation:	
Address:	
Postcode:	
E-mail:	
Telephone number:	

About You

The questions in this section are confidential, but answering them will help us when we analyse the results, to see if views vary between different sections of the community.

Age:

 Up to 16

 17 - 24

 25 - 44

 45 - 64

 65 - 74

 75 and over

Gender:

 Male

 Female

Do you have a disability, long-term illness or health problem (12 months or more) which limits your daily activities or the work you can do?

 Yes

 No

Thank you for taking the time to complete this questionnaire.

If you have been provided with a pre-paid envelope, please use this to return the questionnaire by Monday **22nd April 2013** at the latest. Alternatively, you can post it (no stamp required) to:

Core Strategy
Licence No. RRJX-TLSH-SCYH
FREEPOST, Forward Planning
Herefordshire Council
PO Box 4
Plough Lane
Hereford
HR4 0XH

You can also complete the questionnaire online at www.herefordshire.gov.uk/ldf

MEETING / DECISION MAKER:	GENERAL OVERVIEW AND SCRUTINY COMMITTEE
DATE:	11 FEBRUARY 2013
TITLE OF REPORT:	LOCAL TRANSPORT PLAN 2013/14 TO 2014/15
REPORT BY:	HEAD OF TRANSPORTATION AND ACCESS

1. Classification

Open

2. Key Decision

This is not a key decision.

3. Wards Affected

County-wide

4. Purpose

To consider the contents of the draft Local Transport Plan 2013/14 to 2014/15 and provide comments to assist with its finalisation by Cabinet and adoption by full Council.

5. Recommendation

THAT: the Committee review the draft Local Transport Plan and make comments for consideration by Cabinet to assist in finalising the Plan for adoption at full Council, 8 March 2013.

6. Key Points Summary

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

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

7. Alternative Options

7.1 None as a result of this report.

8. Reasons for Recommendations

8.1 So that Cabinet can take into account the views of Committee prior to finalising the LTP.

9. Introduction and Background

9.1 The LTP is part of the Council's policy framework. It sets out the Council's transport strategy and proposals for improving the transport network including a programme for delivery.

9.2 Work on revising the LTP commenced in 2010 and included a formal round of consultation in autumn 2010. Having linked the LTP with the LDF, Council determined to extend the LTP2 beyond its original end point of March 2011 taking into account delays with the Core Strategy. A report was made to the Overview and Scrutiny Committee, 4 July 2012 to advise it of the revised timetable for reviewing the LTP, bringing it forward in advance of the LDF. This identified proposals to undertake public consultation autumn 2012 and to seek Council approval to adopt the LTP early spring 2013.

10. Key Considerations

Consultation

10.1 The LTP has been revised following public consultation undertaken between September and November 2012. The approach to consultation had regard to the recommendations made by Overview and Scrutiny Committee in 2011 in response to the Local Development Framework public consultation.

10.2 Consultation feedback has been positive and supported the strong emphasis on walking, cycling and public transport. There was widespread support for our proposals regarding the Core Bus Network, expanded 20mph programme and changes in the Council's approach to highway maintenance.

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

A Simplified Strategy

10.4 The LTP has two main objectives:

- **Reducing congestion in Hereford City and increasing accessibility by less polluting and healthier forms of transport than the private car.** The aim is to:

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

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

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

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

11. Community Impact

11.1 None as a result of this report.

12. Equality and Human Rights

12.1 An Equality Impact Assessment has been completed. The assessment identified a number of positive impacts on the local community including:

- That transport is inclusive and not a barrier to community involvement
- Proposals to increase the health of people by promoting the benefits of active travel
- Supports proposals for concessionary travel and access improvements

12.2 There were two recommendations stemming from the assessment and these have incorporated these into the LTP. They include the need to ensure that the LTP is easy to read and accessible and appropriate consideration for the most vulnerable in society in all decisions regarding transport delivery to avoid social exclusion. The latter is of particular

relevance to the review of passenger transport services.

13. Financial Implications

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

14. Legal Implications

- 14.1 There are no direct legal implications arising from this report.

15. Risk Management

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

16. Consultees

- 16.1 The LTP has been informed by a substantive consultation process with a range of stakeholders including the general public, statutory and other agencies such as the Environment Agency and Highways Agency, as well as Parish Councils. A description of the consultation and the outcomes is available in a background paper.

17. Appendices

- 17.1 Appendix 1: Draft Local Transport Plan (2013/14 to 2014/15) – Strategy and Delivery
Appendix 2: Draft Local Transport Plan (2013/14 to 2014/15) – Policy Document

18. Background Papers

- 18.1 None

HEREFORDSHIRE COUNCIL

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

STRATEGY AND DELIVERY

Contents:

1 Strategy Overview

1.1 LTP Key Objectives

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

1.3 Focus on Delivery

2 Transport Plan for Hereford

2.1 Historic Core

2.2 Wider Central Area

2.3 Residential Areas and Urban Fringe

3 Transport Plan for Rural Areas and Market Towns

3.1 Maintenance and Road Safety

3.2 Rural Access and Service Coordination

3.3 Access by Rail

4 Developing Longer Term Strategy

5 Funding Profile and Programme

6 Key Performance Indicators

Local Transport Plan 2013/14 to 2014/15

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

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

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

1. Strategy Overview

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

1.1. LTP Key Objectives

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

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

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

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

Types of support provided by the programme include:

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

1.3. Focus on Delivery

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

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

2. Transport Plan for Hereford

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

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

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

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



2.1. Delivery – The Historic Core

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

Schemes for 2013/14 to 2014/15:

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

2.2. Delivery -The wider central area

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

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

Schemes for 2013/14 to 2014/15:

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

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

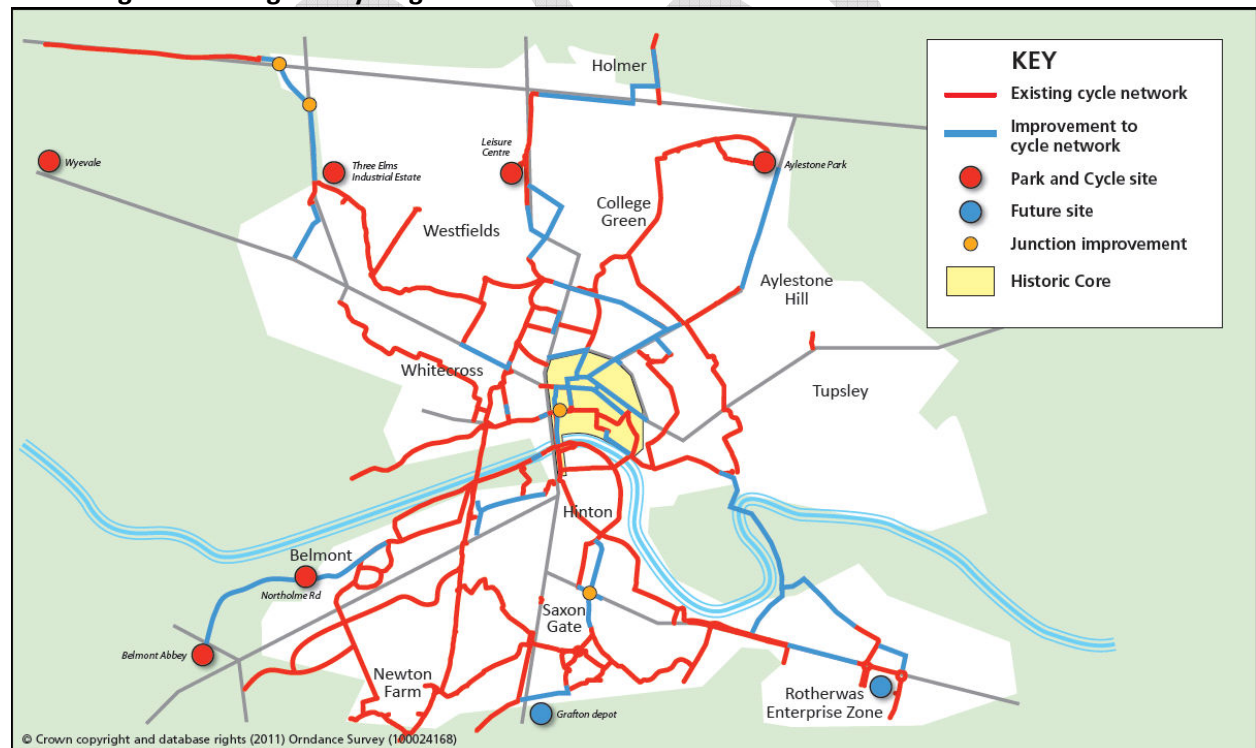
2.3. Delivery – Residential Areas/Urban Fringe

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

Schemes for 2013/14 to 2014/15:

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

Extending the walking and cycling network in Hereford



3. Transport Plan for Rural Herefordshire and the Market Towns

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

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

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

3.1. Delivery – Maintenance and Road Safety

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

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

- Deliver over 20 safety improvement schemes
- Provide targeted road safety information to school children, young drivers and older drivers
- Work with the Safer Roads Partnership to deliver targeted speed enforcement and support speed awareness training for those caught speeding
- Implement 42 speed limit changes and regulation orders
- Support Speed Indicator Device programme in villages

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

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

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

Schemes for 2013/14 to 2014/15:

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

3.2. Delivery – Rural Access and Service Coordination

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

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

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

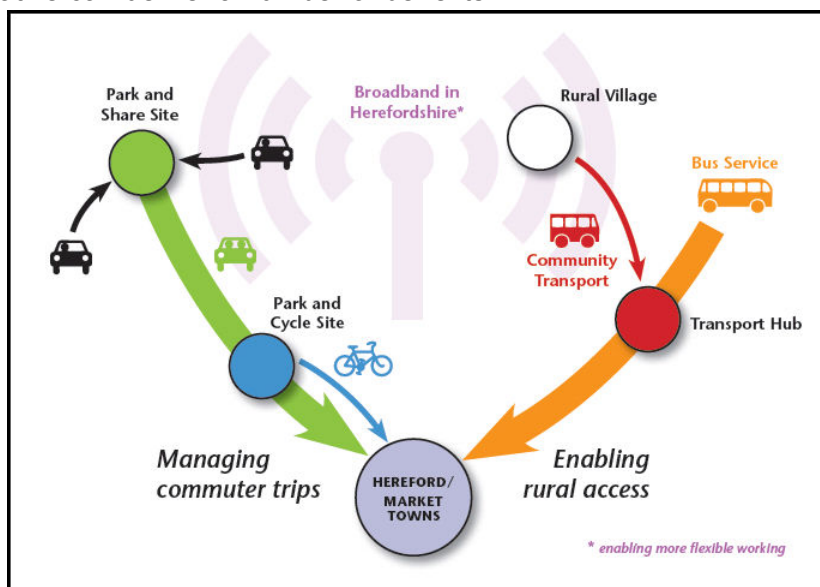
We believe that the solution to maintaining access with reducing funding relies on closer integration of these services so that we can get the best value for money from transport providers. We will be carrying out a review of these services during 2013 with a view to introducing new services from September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

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

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

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

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



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

3.3. Supporting Access by Rail

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

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

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

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

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

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

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

4. Developing longer term strategy

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

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

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

5. Funding Profile and Programme

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

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

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

Table 1 Indicative Capital Allocations

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

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

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

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

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

6. Key Performance Indicators

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

Performance Indicator	Aim	Target by 2014/15
People killed or seriously injured on the highway network	29% reduction of 2005-09 average by 2014/15	To maintain overall reduction in KSI to below 85
Highway Condition - Principal Road	4% improvement from 2010/11 by 2014/15	5% of network needing treatment
Countywide passenger transport use (bus and rail)	1.3% increase in overall patronage from 2009/10 by 2014/15	4,721k passenger transport journeys
Average weekday car flows on highways accessing Hereford city centre (peak periods 07:00 to 09:00 & 16:00 to 18:00)	3% reduction from 2011/12 by 2014/15	28,198 car trips
Reduce NOx µg/m ³ in Hereford AQMA	5% reduction of 2008-10 average by 2014/15	46.9 µg/m ³
Number of weekday cycle journeys in Hereford	6% increase in cycle use from 2011/12 by 2014/15	3,628 cycle trips

DRAFT

HEREFORDSHIRE COUNCIL

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

POLICY DOCUMENT

Draft

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Introduction

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

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

The LTP has two main focuses:

- Reducing congestion in Hereford City and increasing accessibility by less polluting and healthier forms of transport than the private car. We aim to:
 - Reduce short distance car based trips transferring as many as possible to less polluting and healthier modes such as walking and cycling,
 - reduce the impact of car access in the historic core through traffic management and sign de-cluttering;
 - support the regeneration of the central area by facilitating city centre expansion, ensuring integration with the existing shopping area; and
 - support the successful investment in jobs at the Rotherwas Enterprise Zone by ensuring that its expansion can be accommodated within highway network constraints.

- Maintaining access for rural residents and people without access to a car. We aim to:
 - Ensure that the County's extensive highway network remains fit for purpose and safe for the travelling public;
 - Review passenger transport services to ensure that we can continue to provide access for those most in need; and
 - Provide alternatives for longer distance commuters so that they can also reduce their car use and adopt healthier lifestyles.

LTP Objectives

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

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

Our LTP contains two delivery plans:

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

Herefordshire Council Local Transport Plan – Policy Statement

Asset Management

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

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

Asset Management covers the following assets:

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

This policy statement sets out our policies to ensure, through sound asset management, the safety, availability, reliability and long-term integrity of our public highway network. The public highway consists of any verge, footway, cycleway, carriageway, bridleway or footpath over which the public has a right of way.

We will take every opportunity to increase the wider benefits of highway asset maintenance by integrating improvements and the core maintenance activity.

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

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

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

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

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

Cost-Effective Asset Management

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

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

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

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

Policy LTP AM2 Cost-Effective Asset Management

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

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

Delivering effective maintenance.

Policy LTP AM3 Deliver effective maintenance

We will deliver effective maintenance across the different asset categories:

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

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

Maintaining a safe efficient highway network

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

Highway Hierarchy

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

	limited numbers of properties carrying only access traffic.	provide access to individual properties and land. They are often unsuitable for HGV. In urban areas they are often residential loop roads or cul de sac.
Rural Access Lanes	Partially unmetalled roads serving occasional rural properties and providing access to the countryside carrying only access traffic.	

Policy LTP AM4 Maintaining a safe, efficient highway network

We will maintain a safe, efficient highway by:

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

Reducing our Environmental Impact and Responding to Climate Change

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

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

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

take account of the likely impacts of climate change.

This will include:

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

Managing Changing Demand, including new developments

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

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

Policy LTP AM6 Managing Changing Demand, including new developments

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

This will be achieved by:

- Working with spatial planners, developers and communities on appropriate approaches to materials and their on-going maintenance requirements, including the adoption of enhanced standards

- Requirement for commuted sums will be assessed for each site prior to the drafting of Section 278 and Section 38 Agreements
- Consulting with and engage local communities and businesses to better understand their requirements
- Publishing the forward maintenance programme and consult with other agencies and communities to enable additional funds to be sourced to bring about further enhancements alongside planned maintenance activities
- Preparing ‘packages’ of schemes which incorporate maintenance elements alongside other components in order to deliver network capacity, safety and environmental improvements

Draft

Herefordshire Council Local Transport Plan – Policy Statement

Road Safety

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

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

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

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

Minor Safety Improvements

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

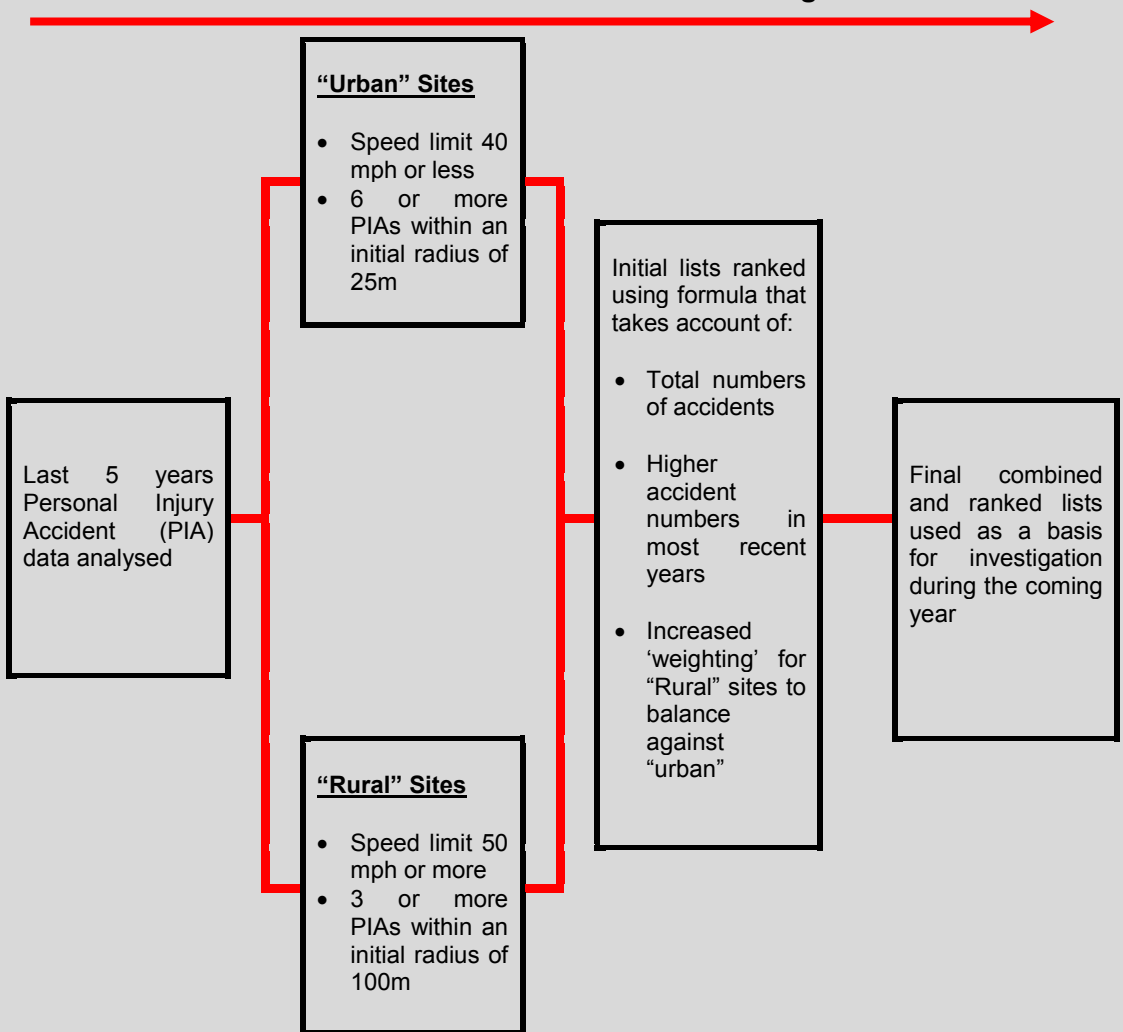
- Cluster Site Identification
- Route Investigations

- Mass Action Treatments
- Safety Audits

Policy LTP RS1 – Minor Safety Improvements

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

Accident Site Selection Criteria and Prioritisation Ranking Process



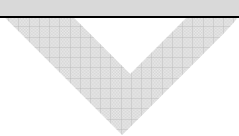
Education, training and publicity

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

Policy LTP RS2 – Road Safety Education, Training and Publicity

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

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



Herefordshire Council Local Transport Plan – Policy Statement

Speed Management

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

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

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

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

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

Policy LTP SM 1 – Setting Appropriate Speeds Limits

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

This will involve:

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

Residential 20mph zones

Policy LTP SM 2 – Residential 20mph Zones

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

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

Compliance with Speed Limits

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

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

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

The Safer Herefordshire Community Safety consultation in November 2011 highlighted excessive speeding and road safety as high priority issues for local communities in Herefordshire. Where there is public concern over excessive speeds in local communities but where intervention cannot be prioritised based on speed and accident data we will continue to work with local communities through their Parish Council to deploy Speed Indicating Devices (SIDs). These are a low cost and effective way of raising drivers' awareness of their speed.

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

Policy LTP SM 3 – Speed Limit Compliance

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

This will be achieved through:

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

Herefordshire Council Local Transport Plan – Policy Statement

Passenger Transport

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

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

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

Bus Travel

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

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

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

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

Policy LTP PT1 - Supported bus network

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

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

To help comply with the Code of Conduct on Bus Service Stability, routine tendering of contracts is restricted to one of two dates each year. Tenders are invited individually, although operators are invited to submit discounted prices for batches of one or more contracts. This procedure allows the authority to benefit from economies of scale and the more efficient operational solutions available from such an approach without restricting competition for contracts.

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

The Council invites tenders from operators on either a minimum cost or minimum subsidy basis. This maximises the competition for tenders given that operators have differing approaches to managing risk. Minimum cost contracts give the authority greater control over fares and may be more appropriate in areas where fares set by

operators are rising significantly above inflation. The revenue risk, however, lies with the Council and may involve additional cost in ensuring that revenue is correctly collected and allocated. Currently approximately 27% of contracts are let as 'minimum cost'.

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

Bus fares and ticketing

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

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

Policy LTP PT2 – Bus fares and ticketing

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

- Administering the English National Concessionary Travel Scheme for older and disabled people.
- Undertaking regular fare reviews.
- Where the fare structure is issued and managed by Herefordshire Council we will set fares with reference to contract costs and commercial fares.
- Working with operators to explore ways of addressing the affordability of public transport for low income groups, including young people and job seekers.
- Exploring the development of multi-operator smartcard ticketing technology with local operators.

Bus infrastructure Improvements

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

Policy LTP PT3 – Bus infrastructure improvements

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

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

Passenger Transport Information

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

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

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

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

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

Policy LTP PT4 – Passenger Transport Information

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

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

Community and Voluntary Transport

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

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

Herefordshire Council part funds seven different Community Transport schemes:

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

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

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

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

Policy LTP PT5 – Community and Voluntary Transport

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

Taxis and Private Hire Vehicles

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

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

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

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

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

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

Policy LTP PT6 – Taxis and Private Hire Vehicles

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

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

Rail

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

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

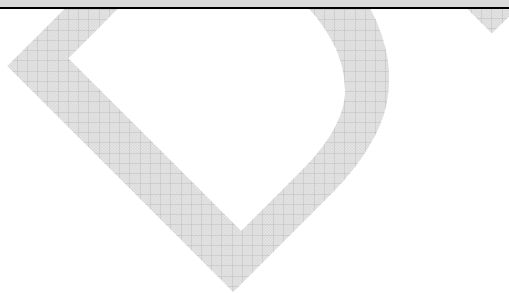
- 2013 Great Western
- 2015 London Midland
- 2018 Arriva Trains Wales

Policy LTP PT7 – Rail improvements

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

We would particularly support:

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



Herefordshire Council Local Transport Plan – Policy Statement

Highway Network Development

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

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

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

Policy LTP HN1 - Network Capacity Management Hierarchy

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

Step 1 - Demand Management

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

Step 2 - Network Management

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

Step 3 - Targeted engineering improvements

Engineering improvements at specific junctions to improve their operational capacity.

Step 4 - Road Widening

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

Step 5 – New Road Building

Construction of new road links.

Policy LTP HN2 - Network Management

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

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

Highway Network Expansion

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

Motorway and Trunk Road Network

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

Policy LTP HN5 - Motorway and Trunk Road Network reliability improvements

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

We would particularly support:

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

Draft

Herefordshire Council Local Transport Plan – Policy Statement

Car Parking

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

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

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

Hereford

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

We anticipate pressure on some city car parks in the short term as the regeneration of the city centre progresses and parking sites are developed. Whilst it is important to support regeneration it is also essential that we ensure that an adequate supply of parking is maintained so that people can continue to access the city centre for work, shopping, leisure and tourism.

Key elements of the programme to help maintain this level of supply and accommodate anticipated losses as a result of redevelopment comprise:

- Extending parking provision in existing public car parks where it is feasible and demonstrates good value for money;
- Explore opportunities to provide temporary or permanent parking within or close to the regeneration area subject to land use consideration and availability of land;;
- New parking provided at locations with sustainable transport links into the centre of Hereford (park and share and park and ride);
- A communication programme to advise drivers of alternative parking options and sustainable transport alternatives. For those who would continue to drive would aim to match drivers with parking locations nearest to their approach to the central area and thus reducing pressure on key junctions;
- A further assessment of alternative provision for over-night lorry parking is required. There are around 15 vehicles per night at Merton Meadow. Alternative locations need to be identified to accommodate the displaced lorry parking; and
- Alternative coach parking has been provided at the Hereford Leisure pool car park and assessment of demand has confirmed this to be adequate.

Policy LTP PS1 – Hereford Parking Policy

We will work in partnership with Hereford City Council, Highways Agency and other stakeholders to regularly review and ensure an adequate supply of car parking facilities within Hereford. Activities will include:

- Setting of car park charges will be in line with the council's charging principles with long stay parking charges to be increased annually to match those of comparable centres;
- Phased reduction over the period to 2031 of long-stay commuter parking supply within the city centre;
- Developing more park and cycle/share facilities to reduce car trips into the centre and provide additional parking supply;
- Good quality signing to make more efficient use of parking supply;
- Review opportunities in partnership with developers and the Highways Agency to introduce real time signing to reduce un-necessary car movements within the city centre and reduce driver search times;
- Seek to ensure an adequate supply of parking for lorries in are close to Hereford;
- Pedestrian access routes connecting public off-street parking with urban centres will be examined for potential environmental improvements to ensure they are safe and pleasant to use;
- Review the operation, management and charging of Residents Parking Schemes to ensure residents can park within a reasonable distance of their home and that commuters and short stay users are discouraged from using residential streets;
- Parking allocations for new and re-developments must comply with Herefordshire Council's Highways Design Guide for New Developments

Countywide

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

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

Policy LTP PS2 – Countywide Parking Policy

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

- Public off-road parking supply should be appropriate to meet demand, accommodate planned growth and be located in convenient locations accessed by main distributor roads to ensure parked vehicles do not obstruct the public highway;
- Good quality signing to be provided to make more efficient use of parking supply;
- Charges will apply for all off-street parking, unless there is a clearly defined economic reason for providing free parking;
- Charges for car parks closer to the centre are set to encourage short stay and a turnover of spaces to support the local economy with longer term parking allocated to car parks further from the centre;
- On-street parking to be free in the Market Towns; and
- On-street parking is controlled by the use of limited waiting restrictions to ensure the efficient turnover of short-stay parking for shoppers and visitors.

Herefordshire Council Local Transport Plan – Policy Statement

Freight

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

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

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

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

Policy LTP FR1 - Managing Freight Movements

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

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

those routes and junctions which carry significant freight traffic.

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

Draft

Herefordshire Council Local Transport Plan – Policy Statement

Active Travel (walking and cycling)

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

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

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

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

Policy LTP AT1 - Maintaining and extending our active travel infrastructure

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

This will be achieved by:

- Minimising the occurrence of defects on active travel routes.
- Investigating changes in Traffic Orders to promote increased cycle use including the development of cycle contra flows in one-way streets.

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

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

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

This will be achieved by:

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

Herefordshire Council Local Transport Plan – Policy Statement

Streetscape Management

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

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

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

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

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

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

Policy LTP ST1 – Improving the public realm

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

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

Herefordshire Council Local Transport Plan – Policy Statement

Smarter Travel Choices

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

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

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

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

Figure A – Choose how you move branding



**Choose
how you
move**



Choose how you move

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

Policy LTP SC1 – Smarter Travel Choice Marketing Campaigns and Branding

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

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

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

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

Travel Plans

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

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

Workplace Travel Plans

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

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

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

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

Policy LTP SC2 – Workplace Travel Plans

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

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

School Travel Plans

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

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

Policy LTP SC3 – School Travel Plans

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

Personalised Travel Plans

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

Policy LTP SC4 – Personalised Travel Plans

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

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

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

Smarter Travel Choice Initiatives

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

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

Policy LTP SC5 – Smarter Choice Initiatives

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

- **Supporting and Promoting Events**

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

- **Love to Ride website**

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

- **Child and Adult Cycle Training**

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

- **Active Travel Signing Upgrade**

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

- **Hereford Cycle Hire**

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

- **Walking Challenge**

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

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

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

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

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

- **Car Clubs**

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

Draft

Herefordshire Council Local Transport Plan – Policy Statement

Development Control (Transport)

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

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

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

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

Policy LTP DC1 – Planning for Sustainable Developments

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

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

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

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

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

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

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

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

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

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

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

Draft

Herefordshire Council Local Transport Plan – Policy Statement

Public Rights of Way

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

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

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

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

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

Policy LTP PRW1 – Policy B3 Managing Public Rights of Way

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

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

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

Draft

Herefordshire Council Local Transport Plan – Policy Statement

Air Quality and Noise

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

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

Air Quality

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

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

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

Policy LTP AQ1 - Improving Air Quality

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

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

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

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

Noise

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

Herefordshire Council Local Transport Plan – Policy Statement

Zero and Low Emission Vehicles

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

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

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

Policy LTP ZLV 1 – Zero and Low Emission Vehicles

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

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

MEETING:	GENERAL OVERVIEW AND SCRUTINY COMMITTEE
DATE:	11 FEBRUARY 2013
TITLE OF REPORT:	PLANNING SYSTEM REVIEW – DEVELOPMENT CONTROL AND THE OPERATION OF THE CONSTITUTION - UPDATE
REPORT BY:	ASSISTANT DIRECTOR ECONOMIC, ENVIRONMENT & CULTURAL SERVICES

1. Classification

Open

2. Key Decision

This is not a key decision

3. Wards Affected

County-wide

4. Purpose

To consider a progress report on the Executive's response to the scrutiny planning system review – development control and the operation of the Constitution.

5. Recommendation(s)

THAT:

- (a) the report be noted, subject to any comments the Committee wishes to make; and
- (b) the Committee considers the content and frequency of any further progress reports it wishes to receive.

6. Key Points Summary

- The Constitution is subject to amendment
- Direct links from website to planning applications
- Ward Member briefings

- Planning Officer and Member Training

7. Alternative Options

- 7.1 None

8. Reasons for Recommendations

- 8.1 The executive response was brought to Overview & Scrutiny in July 2012 and it was agreed that an updated position would be brought back to the Committee six months after the initial report.

9. Introduction and Background

- 9.1 The Overview & Scrutiny Committee commissioned a Task and Finish Group to undertake a Planning System Review- 'Development Control and the Operation of the Constitution' the review was undertaken last year and the sixteen recommendations were forwarded to the Council's Executive. Fifteen of the recommendations were approved.
- 9.2 The Committee noted the Executive's response to the findings of the reviews and agreed that a further report on progress in response to the Review be made after six months with consideration then being given to the need for any further reports to be made.
- 9.3 Appendix 1 to the report identifies the progress made together with proposed further actions.

10. Key Considerations

- 10.1 Progress has been made on the working relationship between members and officers with greater emphasis on briefings particularly relating to major planning applications. In addition multi member wards have received equality of service and where appropriate member briefings are held to ensure continuity. The Council website has been enhanced with now a direct link to planning applications and enhanced self-service.
- 10.2 Amendments to the Constitution are to be progressed in the near future and forthcoming member training events will encompass further enhanced training.

11. Community Impact

- 11.1 The findings and recommendations from the review are in accordance with the Herefordshire Community Strategy in that it: relates to the themes of promoting self-reliant local communities and the long term outcome of enhanced local democracy and community engagement and the theme of commissioning the right services and the long term outcome of streamlined working practices.

12. Equality and Human Rights

- 12.1 The resultant changes to the Constitution which formed part of the recommendations will be assessed against the Equality Analysis and be reported to Cabinet, Audit and Governance Committee and Council.

13. Financial Implications

13.1 None as a result of this report.

14. Legal Implications

14.1 The Constitution reflects the statutory requirements and guidance, the proposed changes to the Constitution are subject to legal scrutiny.

15. Risk Management

15.1 There are no risk management issues other than the need to ensure legal compliance.

16. Consultees

16.1 As part of this review input has been received from Mike Willmont Head of Neighbourhood Planning and Paul James Demographic Services Officer.

17. Appendices

17.1 Response to Task and Finish Group on Planning Service Review.

18. Background Papers

18.1 Task and Finish Group Report - Planning System Review - Development Control and the Operation of the Constitution 23 April 2013.

RESPONSE TO TASK AND FINISH GROUP ON PLANNING SYSTEM REVIEW

Recommendation R1	Constitutional changes to member briefing on major/strategic/controversial applications				
Cabinet Response	Accepted In principle this recommendation is accepted. There are two issues that will need to be addressed. Firstly applications can often only become controversial well into the consultation process, and judgements will be required on when it is necessary to broaden the ward member briefing/advice. Secondly an increase in the nature and frequency of ward briefings will have a cumulative impact on officer time. This will need to be addressed through the Root and Branch review process.				
Action	Owner	By When	Target/Success Criteria	Progress	
Monitoring Officer to amend constitution.	Assistant Director (Economic, Environment and Cultural Services) / Monitoring Officer	Sept 2012	Clarity on briefings	Work in progress to amend the constitution. Ward member (and adjacent members) are briefed on significant applications	
Recommendation R2	Remodelling of Planning web-site				
Cabinet Response	Accepted. On-going changes are being made to the web-site based on customer feedback and practitioner experience.				
Action	Owner	By When	Target/Success Criteria	Progress	
On-going amendments to web-site.	Head of Neighbourhood Planning	Aug 2012	User-friendly web-site.	Subject to on-going and regular updates and improvements	

RESPONSE TO TASK AND FINISH GROUP ON PLANNING SYSTEM REVIEW

Recommendation R3	Use of Plain English					
Cabinet Response	Accepted. Opportunities should be taken to explain to the public in plain English about the range of services offered by the Planning Service and how the public can interact with the Service.					
Action		Owner	By When	Target/Success Criteria	Progress	
	Review/amendment of document text.	Head of Neighbourhood Planning	Oct 2012	Clarity of guidance	On-going as documents come forward for review	
Recommendation R4	Training for Members on use of web-site					
Cabinet Response	Accepted. This recommendation is accepted subject to the insertion of 'be invited' between should and attend. This review process cannot in itself require other Members to attend training events.					
Action		Owner	By When	Target/Success Criteria	Progress	
	Member training event on use of web-site.	Head of Neighbourhood Planning	Nov 2012	Understanding of opportunities/information available.	Will form part of future member training session	

RESPONSE TO TASK AND FINISH GROUP ON PLANNING SYSTEM REVIEW

Recommendation R5	Changes of redirection procedure.			
Cabinet Response	Not Accepted. Under s101 of the Local Government Act it is not lawful to delegate a non-Executive Planning function (which includes decisions made under the re-direction arrangements) to a single member. The importance of close liaison between the Chairman of the Planning Committee and the Assistant Director – Economic, Environment and Cultural Services and/or the Head of Neighbourhood Planning is, however, fully recognised by your officers.			
Action	Owner	By When	Target/Success Criteria	Progress
N/A	N/A	N/A	N/A	
Recommendation R6	Officer liaison with multi-ward Members.			
Cabinet Response	Accepted in principle. The approach set out in recommendation recognises the complexities that exist in multi-Member wards. It is suggested that the recommendation is amended to require case officers to treat all Members in multi-wards in an equitable way.			
Action	Owner	By When	Target/Success Criteria	Progress
Amendments to internal guidance notes.	Head of Neighbourhood Planning	Aug 2012	Clarity of approach.	Officers have been reminded of the need to ensure appropriate briefings/consultations are undertaken in multi member wards.

RESPONSE TO TASK AND FINISH GROUP ON PLANNING SYSTEM REVIEW

Recommendation R7	Direct link to Planning web-site from Council's web-site.				
Cabinet Response	Accepted.				
Action	Owner	By When	Target/Success Criteria	Progress	
Creation of direct link.	Head of Neighbourhood Planning/Hoople	Aug 2012	Easier access to planning web-site.	A direct link from the front page of the Councils website through to Planning Applications now exists.	
Recommendation R8	Committee motions contrary to recommendation.				
Cabinet Response	Accepted in principle. This recommendation represents best practice, and was the subject of much discussion during the work of the Task and Finish Group. It is suggested that the wording is amended to read as follows: <i>'Any member of the Planning Committee who may be minded to propose a motion contrary to the officer recommendation at the Committee should contact the Head of Neighbourhood Planning (or the relevant Development Manager) before the meeting takes place. As a result of this contact the relevant Member should give consideration to a motion for his/her presentation to the Committee, and which sets out material planning reasons for taking a different approach'. At the meeting officers should be invited to advise the Committee on the planning and legal implications of any such proposed decision.</i> The implementation of the recommendations are designed to enhance public confidence in the planning process.				
Action	Owner	By When	Target/Success Criteria	Progress	

RESPONSE TO TASK AND FINISH GROUP ON PLANNING SYSTEM REVIEW

Monitoring Officer to amend Constitution.	Assistant Director (Economic, Environment and Cultural Services) / Monitoring Officer	Sept 2012	Improved performance and reputation of the Planning Committee.	Work in progress to amend the constitution. Enhanced member / officer working has help provide clarity in such situations.
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Recommendation R9	Refresher training for Members.			
Cabinet Response	Accepted. This is accepted, subject to the substitution of 'given' with 'offered'.			
Action		Owner	By When	Target/Success Criteria
Annual refresher training.		Head of Neighbourhood Planning	On-going	Enhanced performance of system.
				Updates on planning issues continue to be arranged.
Recommendation R10	Town and Parish Councils to provide training for their members.			
Cabinet Response	The principles of this recommendation are supported. Nonetheless town and parish councils will make their own judgements on the need or otherwise for training for their members.			
Action		Owner	By When	Target/Success Criteria
				Progress

RESPONSE TO TASK AND FINISH GROUP ON PLANNING SYSTEM REVIEW

N/A	N/A	N/A	N/A	N/A	Officer have attended Town and Parish Councils meetings to provide general guidance and updates

Recommendation R11	Preparation of Guidance Notes for town and parish councils.				
Cabinet Response	Accepted in principle. This will involve an update and refresh of existing guidance.				
Action	Owner	By When	Target/Success Criteria	Progress	
Refresh existing guidance.	Head of Neighbourhood Planning	Sept 2012	Enhanced understanding at town/parish level.	This has been undertaken by visiting a number of Town and Parish Councils to provide updates on processes and Neighbourhood Planning	
Recommendation R12	Retrospective planning fees.				

RESPONSE TO TASK AND FINISH GROUP ON PLANNING SYSTEM REVIEW

Cabinet Response	Accepted. This issue is part of the current administration's policy.					
Action		Owner	By When	Target/Success Criteria	Progress	
Introduce fees and charges at time of legislation of locally setting application fees.		Head of Neighbourhood Planning	N/A	Full cost recovery.	Local fee setting has not been approved by Central Government	

Recommendation R13	Contact between Enforcement Officers and Ward Members.					
Cabinet's Response	Accepted It is also suggested that the scope of this recommendation is widened to include Section 106 Agreements and court action.					
Action	Owner	By When	Target/Success Criteria	Progress		
Amendment of internal guidance notes.	Head of Neighbourhood Planning	Sept 2012	Improved Member knowledge and information.	Officers keep Ward Members updated.		
Recommendation R14	Training on Planning Enforcement Policy.					

RESPONSE TO TASK AND FINISH GROUP ON PLANNING SYSTEM REVIEW

<p>Cabinet Response</p>	<p>Accepted in principle. The principle of additional training is supported. In respect of Herefordshire Council members it is suggested that the emphasis of the recommendation be changed to one of 'offering' training. In respect of Town and Parish Council members this Council neither has the capacity nor the funding to deliver specific training on enforcement matters. The issue will however be included within the context of any one off visits to town and parish councils.</p>				
<p>Action</p>	<p>Delivery of Member training</p>	<p>Owner Head of Neighbourhood Planning</p>	<p>By When Oct 2012</p>	<p>Target/Success Criteria Improved Member knowledge and information.</p>	<p>Progress A new Enforcement Policy is in preparation. Consultation with Members will be undertaken</p>

<p>Recommendation R15/16</p>	<p>Localism Act and Planning</p>				
<p>Cabinet's Response</p>	<p>Accepted in principle. The key elements of the Localism Act are now embedded in the planning system. It will inevitably take time for neighbourhood plans (the key element of the Localism Act) to work their way through the system. On this basis it would be useful to hold a consolidating training session on the Localism Act early in 2013.</p>				
<p>Action</p>	<p>Consolidating training session on Localism Act.</p>	<p>Owner Head of Neighbourhood Planning</p>	<p>By When May 2013</p>	<p>Target/Success Criteria Enhanced understanding of Localism Act and update on neighbourhood planning roll-out.</p>	<p>Progress Members have updates and on Neighbourhood progress in their wards</p>

RESPONSE TO TASK AND FINISH GROUP ON PLANNING SYSTEM REVIEW

<p>Recommendation from Overview & Scrutiny Committee</p>	<p>Members voting in their own wards.</p>				
<p>Cabinet's Response</p>	<p>The recommendation in the report is that the Monitoring Officer be requested to ask the Audit and Governance Committee to consider whether the Planning rules should be changed to allow Planning Committee Members to vote on applications within their wards. Details comments will be provided to the Audit and Governance Committee on this proposal in due course. At this point however, the Monitoring Officer recommends that this change is accompanied by amended guidance for ward members in the Planning Code of Conduct both to reflect the current law on bias and pre-determination and to protect ward members who are also members of the Planning Committee and who wish to take part in the decision-making process.</p>				
<p>Action</p>	<p>Monitoring Officer to prepare a report to Audit and Governance Committee.</p>	<p>Owner Monitoring Officer</p>	<p>By When Sept 2012</p>	<p>Target/Success Criteria</p>	<p>Progress</p>

MEETING:	GENERAL OVERVIEW AND SCRUTINY COMMITTEE
DATE:	11 FEBRUARY 2013
TITLE OF REPORT:	COMMITTEE WORK PROGRAMME
REPORT BY:	ASSISTANT DIRECTOR – LAW, GOVERNANCE AND RESILIENCE

1. Classification

Open

2. Key Decision

This is not a key decision.

3. Wards Affected

County-wide.

4. Purpose

To consider the Committee's work programme.

5. Recommendation(s)

THAT: the work programme as appended be noted, subject to any comments the Committee wished to make.

6. Key Points Summary

The Committee is asked to note its work programme and to note progress on current work.

7. Alternative Options

- 7.1 It is for the Committee to determine its work programme as it sees fit to reflect the priorities facing Herefordshire. Any number of subjects could be included in the work programme. However, the Committee does need to be selective and ensure that the work programme is focused on the key issues, realistic and deliverable within the existing resources available.

8. Reasons for Recommendations

- 8.1 The Committee needs to develop a manageable work programme to ensure that scrutiny is focused, effective and produces clear outcomes.

9. Introduction and Background

- 9.1 An outline work programme only is appended for this meeting. This is because the programme is under continuous review.

10. Key Considerations

- 10.1 The work programme needs to focus on the key issues of concern and be manageable allowing for urgent items or matters that have been called-in.

11. Community Impact

- 11.1 The topics selected for scrutiny should have regard to what matters to the County's residents.

12. Equality and Human Rights

- 12.1 The topics selected need to have regard for equality and Human rights issues.

13. Financial Implications

- 13.1 The cost of the work of the Scrutiny Committee will have to be met within existing resources. It should be noted the costs of running scrutiny will be subject to an assessment to support appropriate processes.

14. Legal Implications

- 14.1 The Council is required to deliver an Overview and Scrutiny function.

15. Risk Management

- 15.1 There is a reputational risk to the Council if the Overview & Scrutiny function does not operate effectively. The arrangements for the development of the work programme should help mitigate this risk.

16. Consultees

- 16.1 Following initial consultations on topics for scrutiny with Directors and Members of the Cabinet, all members of the Council were invited to suggest items for scrutiny.

17. Appendices

- 17.1 An outline work programme for the Committee.
Executive Rolling Programme.

18. Background Papers

- 18.1 None identified.

GENERAL OVERVIEW AND SCRUTINY COMMITTEE

ITEMS IDENTIFIED FOR INCLUSION IN THE WORK PROGRAMME

DRAFT WORK PROGRAMME

Monday 4 MARCH 2013 at 10.00am	
Annual consideration of the Community Safety Strategy	To consider and comment on the Community Safety Strategy. Note: 1) Scrutiny is obliged to consider community safety issues at least once per year. 2) The timing of this report may be subject to on-going discussions between the Community Safety Partnership and the new Police & Crime Commissioner.
Commercial Confidentiality	
Freedom of Information (FOI) and Arms Length Companies	
Monday 8 APRIL 2013 at 10.00am	
Root and Branch Reviews	To consider Phase 2 of the Reviews (as they relate to this Committee)
Monday 13 MAY 2013 at 2.30pm	
Tuesday 18 June 2013 at 5.00pm	
Monday 8 July 2013 at 10.00am	
Music Service	Agreed in July 2011 to review after 2 years.
Tuesday 3 September 2013 at 5.00pm	
Monday 7 October 2013 at 10.00am	
Root and Branch Reviews	To consider Phase 3 of the Reviews (as they relate to this Committee)
T&F – Income & Charging - Projected additional Income	O&SC 19 March 2012 added to the T&F Report that a report be made in Oct 2013 setting out how much of the projected additional income had been achieved and reviewing the intended and unintended consequences of new/additional charges.
Monday 11 November 2013 at 10.00am	
Monday 9 December 2013 at 10.00am	

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The following issues have been identified for consideration but not scheduled:

Local Development Framework (see item scheduled for 11 Feb 2013)
Local Transport Plan
Corporate Delivery Plan
Root and Branch Reviews – (pre consideration by Cabinet)
Performance Report on Amey
Performance Report on Hoople
Performance Report on Waste Management
Broadband
Performance Monitoring
Document control and information including the website;
Legal Services Improvement Plan
Tourist & Temporary Event Signage Policy (see Minute No18 held 10 December 2012)

Previously the agenda included a schedule of suggestions for scrutiny made by the public. As the majority of those suggestions related to the Local Transport Plan and/or Local Development Framework the issues raised have been logged and will be raised when the subject comes before the Committee.

REVIEWS IDENTIFIED FOR FEASIBILITY STUDY	
Proposed Review	Status
Free Schools	The Chairman has requested information concerning free schools and will decide whether a review is required. The Chairman is monitoring the situation.
Scrutiny of arm's length public companies	Chairman is in discussion with the Deputy Chief Executive concerning the scrutiny of Council public limited companies. Following the January Committee further information will be supplied to the Committee concerning the access of information relating to such companies.
Road Surfaces (Potholes)	Feasibility Study complete. Officer response is that topic will be covered by Street Scene Root and Branch Review.
Legal Services	Feasibility Study complete. Scoping to be confirmed. The Chairman is in correspondence with the Acting Chief Executive concerning this review.
Governance & Management of Joint Ventures/Partnering Arrangements –	Feasibility Study complete. Scoping to be confirmed
Accommodation Strategy	Feasibility Study complete. Scoping to be confirmed.
Digital Channels Strategy	Feasibility Study complete. Report on digital channels strategy and links with Broadband to be made to the Committee in October to identify what needs to be reviewed. Since the above the Vice Chair has been in discussion with the Assistant Director People Policy and Partnership and further work is being undertaken on scoping of the review (27.11.12) The Chairman is in correspondence with the Acting Chief Executive concerning this review.
Locality Working	Feasibility Study complete. Scoping to be confirmed. Report to be made to Committee in October to identify what needs to be reviewed. The Chairman met with Locality Lead Officers on 8 January. Subject will continue to be monitored by the Chairman.

Traffic Speed Signs	Feasibility Study complete. Officer response is that topic will be covered by Street Scene Root and Branch Review.
Market Towns Shop Fronts	Feasibility Study on-going. Officer response is that this could be incorporated in a Root and Branch Review looking into the part that building conservation work in general and market town shop fronts can play in a conservation-led regeneration of our market towns.
Financial Support to the Arts	The Chairman suggested this review at the Committee on 10 December 2012. Scoping of the review is at very early stages. The Chairman and Cllr Swinford are considering the scope for a possible review prior to seeking information from the Cultural Services Manager.
Review the Council's Communication Policy	This review was suggested at the Committee on 10 December 2012.
Monitoring the Council's 'Public Services Vision'	This review was suggested at the Committee on 10 December 2012. This relates to the vision contained in the Corporate Plan 2013/15 reported to Council 23 November 2012.
Council Procurement Policy and Local Business and Local Employment (Further Review)	The Committee on 10 December decided to undertake a further short review to investigate a number of concerns arising from the update. The Chairman of the Committee has sought further information on the Proactis system which was identified at the December meeting as being of concern and he will then decide whether the concerns are still warranted or whether to reform the T&F Group.

REVIEWS IN PROGRESS		
Review	Meetings	Comment
Housing Allocations Policy and Effective Use of the Housing Stock	18/6/12	Consideration of background material.
	6/9/12	Met to discuss policy options.
	8/10/12	Discussion with representatives of Forces
	15/11/12	Consideration of further evidence prior to drafting of the report. Project continuing.

Community Infrastructure Levy – draft policy for Herefordshire (Part 2)	-	The report of the T&F Group was considered by the Committee on 10 December and forwarded to the Executive for consideration. Arising from that review it was acknowledged that further work was needed. The Group will be recommissioned to undertake that work. The T&F Group Chairman is in discussion with Officers to establish when the Group should meet and what information will be available.
REVIEWS COMPLETED AND AWAITING RESPONSE FROM THE EXECUTIVE		
Review	Comment	
Community Infrastructure Levy – draft policy for Herefordshire (Part 1)	The Executive Action Plan in response to the review is contained in this agenda.	
REVIEWS COMPLETED AND SUBJECT TO MONITORING OF THE EXECUTIVE ACTION PLAN		
Review	Comment	
None currently in this section.		

Executive Rolling Programme: February 2013

Final Decision Maker	Meeting / Decision Date	Issue Type:	Report Title	Purpose	Directorate and Lead Officer
CABINET Portfolio – CM FM (Additional Meeting)	5/2/13 Press Release: 22/1/13	<ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key 	Budget		
COUNCIL	18/2/13	B&PF	Medium Term Financial Strategy including Pay Policy Statement	To receive the recommendations of Cabinet held on 17 January 2013 to approve the draft financial strategy for 2013/14 to 2014/15 that includes the 2013/14 budget.	Corporate Services / David Powell
COUNCIL	18/02/13		Audit and Governance Committee Report including Standards Panel Report	To receive a report on standards case (Clr Hubbard)	Corporate Services / MO
Audit & Governance Committee	19/2/13	N/A	Audit and Governance Procedure for dealing with Standards complaints		
Audit & Governance Committee	19/2/13	N/A	Internal Audit Progress Report		
Audit & Governance Committee	19/2/13	N/A	Procurement Report		
CABINET Portfolio – CM FM	21/2/13 Press Release: 7/2/13	Non Key	Budget Monitoring Report	To report the financial position for both Revenue and Capital.	Corporate Services / David Powell
CABINET Portfolio – CM E&I	21/2/13 Press Release: 7/2/13	KEY	Local Transport Plan	To consider the revised Local Transport Plan for adoption by Herefordshire Council	Places and Communities / Richard Ball
CABINET Portfolio –CM E&I	21/02/13 Press Release: 7/2/13	KEY	Local Development Framework core strategy	To consider the revised LDF for adoption by Council	Places & Communities / Andrew Ashcroft
CABINET Portfolio – CM H&WB	21/2/13 Press Release: 7/2/13	Non Key	Annual Safeguarding Report	To note the annual safeguarding report.	People's Services

Final Decision Maker	Meeting / Decision Date	Issue Type: • KEY • Budget & Policy Framework Item (B&PF) • Non Key	Report Title	Purpose	Directorate and Lead Officer
CABINET Portfolio – CM H&WB	21/03/13 Press Release 07/02/13	Non Key	H&WB Governance Arrangements		
Cabinet Member Portfolio –CM FM	Feb 13	Non Key	Financial Inclusion Strategy	To adopt the Financial Inclusion Strategy	Places & Communities / Regeneration Programmes Manager

GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS

MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:	
			A&G Committee	Meeting Date
1 February 2013 Additional Meeting	Budget	Health Scrutiny will debate the budget implications within its terms of reference and make any recommendations.		
11 February 2013	LDF Core Strategy	To consider the Core Strategy process and make recommendations to Cabinet	Cabinet	
11 February 2013	Annual consideration of the Community Safety Strategy	To consider and comment on the Community Safety Strategy (Scrutiny is obliged to consider community safety issues at least once per year).		

HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS

MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:	
			A&G Committee	Meeting Date
1 February 2013 Additional Meeting	Budget	General Scrutiny will sit and consider any implications within its terms or reference and make any recommendations to Cabinet.		
7 February 2013	Health & Wellbeing Board – governance and operation	To receive a report on the Health & Wellbeing Board prior to the Board becoming formally constituted on 1 April 2013		
7 February 2013	Governance of Health Watch	To receive a report on the Governance of Health Watch		

Executive Rolling Programme: March 2013

Final Decision Maker	Meeting / Decision Date	Issue Type: <ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key 	Report Title	Purpose	Directorate and Lead Officer
COUNCIL	8/3/13	B&PF	Council Tax Resolution	To calculate the Council's Council Tax Requirement and set the Council Tax amounts for each category of dwelling in Herefordshire for 2013/14.	Corporate Services / David Powell
COUNCIL	8/3/13		Annual Pay Policy Statement	To approve a pay policy statement for the authority.	Corporate Services / David Powell
COUNCIL	08/03/13	Non Key	Hereford Enterprise Zone Governance Arrangements	To approve the proposed governance arrangements for the Hereford Enterprise Zone and to highlight the responsibilities that would be invested in any incorporated delivery vehicle.	Places & Communities / Mark Pearce
COUNCIL	8/3/13	N/A	Leader's Report	To receive the Leader's report, which provides an overview of the Executive's activity since the last Council meeting.	Corporate Services /
COUNCIL	8/3/13	N/A	Audit and Governance Committee Report including Standards Panel Report	To receive a report on standards case (Clr Glenda Powell)	Corporate Services
Council	8/3/13	N/A	Hereford and Worcester Fire and Rescue Authority Report		External Report
Council	8/3/13	B&PF	Local Transport Plan		Places and Communities / Richard Ball
Council	8/3/13	Non Key	Response to Local Government Boundary Commission Warding Proposals	To receive the final proposals from the Boundary Commission on the final warding arrangements for Herefordshire.	Corporate Services / Head of Governance
Council	8/3/13	Non Key	Health and Wellbeing Board Governance Arrangements		Corporate Services
Council	8/3/13	N/A	Annual Report on	To monitor the operation of the provisions	Corporate Services /

Final Decision Maker	Meeting / Decision Date	Issue Type: <ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key 	Report Title	Purpose	Directorate and Lead Officer
			Executive Decisions	relating to call-in and urgency	Monitoring Officer
Council	8/3/13	N/A	Annual Report – General Overview and Scrutiny Committee		Corporate Services
Council	8/3/13	N/A	Annual Report – Health and Social Care Overview and Scrutiny Committee		Corporate Services
Council	8/3/13	N/A	Annual Report – Planning Committee		Corporate Services
Council	8/3/13	N/A	Annual Report – Regulatory Committee		Corporate Services
Cabinet	14/3/13		Commissioning and Commercial Strategy		Corporate Services / David Powell / Wayne Welsby
Cabinet Portfolio CM FM	14/2/13	N/A	Budget Monitoring Report	To report the financial position for both Revenue and Capital.	Corporate Services / David Powell
Cabinet	14/3/13	Non-key	Herefordshire Council Workforce Strategy 2013-15	To refresh our organisation's Workforce Strategy to ensure it remains aligned to achieving the goals of the organisation.	Corporate Services/Jenny Lewis
Cabinet	14/3/13		Corporate Plan Delivery Plan		Corporate Services /
Cabinet	14/3/13		Information Management & Technology Strategy		Corporate Services / Dom Latham
Cabinet	14/3/13	KEY	Urban Village and CPO Link Road	To consider the way forward and next steps for the Urban Village and ESG Link Road	Places & Communities / Richard Ball / Richard Gabb
Cabinet	14/3/13	B&PF	Council Tax		Corporate Services / David Powell
CABINET	14/03/13	KEY??	Waste Contract		Places & Communities / Andy Tector
Audit & Governance Committee	15/3/13	N/A	Internal Audit Progress Report		Corporate Services / David Powell
Audit & Governance	15/3/13	N/A	Counter-fraud and		Corporate Services /

Final Decision Maker	Meeting / Decision Date	Issue Type: <ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key 	Report Title	Purpose	Directorate and Lead Officer
Committee			Corruption Policies – Biennial Review		David Powell
Audit & Governance Committee	15/3/13	N/A	Review of Complaints Policy		
Audit & Governance Committee	15/3/13	N/A	Biannual forecasts of revenue and capital outturn		Corporate Services / David Powell
Audit & Governance Committee	15/3/13	N/A	Review of Audit and Governance Terms of Reference and Effectiveness		Corporate Services / John Jones
Audit & Governance Committee	15/3/13	N/A	Whistle-blowing policy – biennial review		Corporate Services / David Powell

GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS

MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:	
			A&G Committee Cabinet Council	Meeting Date
4 March 2013				

HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS

MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:	
			A&G Committee Cabinet Council	Meeting Date
22 March 2013	2gether NHS Trust	To provide a report on the Trust's Annual Plan for 2013/14.		
22 March 2013	West Midlands Ambulance NHS Trust	To provide a report on the Trust's Annual Plan for 2013/14.		
22 March 2013	Strategic Plan for Delivering Adult Services	To consider a quarterly report containing a schedule of performance reports outlining the savings that are being achieved through the Strategic Plan. (July12)		

Executive Rolling Programme: April 2013

Final Decision Maker	Meeting / Decision Date	Issue Type:	Report Title	Purpose	Directorate and Lead Officer
Audit & Governance Committee	16/4/13	<ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key N/A			
CABINET Portfolio – CM CS	18/4/13 Press Release: 4/4/13	KEY	Root and Branch Review	Phase 1 Implementation and Phase 2 and 3 Proposals	Corporate Services / Donna Etherton
CABINET Portfolio – CM FM	18/4/13 Press Release: 4/4/13	Non Key	Budget Monitoring Report	To report the financial position for both Revenue and Capital.	Corporate Services / David Powell
Cabinet Member Corporate Services & Cabinet Member Enterprise & Culture	April 2013 (TBC)	KEY	Buttermarket Refurbishment	To establish if and how the Council wishes to fund the refurbishment of the Buttermarket and to clearly set out the options available in managing the delivery of the project should it progress	Places and Communities / Chris Jenner

GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS		
MEETING/ BRIEFNG DATE	ITEM	PURPOSE
8 April 2013		
		O&SC PRE-DECISION PRIOR TO: A&G Committee Cabinet Council

HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS		
MEETING/ BRIEFNG DATE	ITEM	PURPOSE
		O&SC PRE-DECISION PRIOR TO: A&G Committee Cabinet Council

12 April 2013	Wye Valley NHS Trust; Clinical Commissioning Group; and NHS West Mercia Cluster.	To provide a report on the Trust's Annual Plan for 2013/14. Content of future updates to ensure they present clear picture of service delivery; with performance information to be provided in advance of the meeting and with each meeting to have a particular purpose. (May 12) Cluster performance data to be monitored quarterly. Committee to assess the impact on population. (July 12) To receive an update.		
12 April 2013	Stroke Services			

Executive Rolling Programme: May 2013

Final Decision Maker	Meeting / Decision Date	Issue Type: • KEY • Budget & Policy Framework Item (B&PF) • Non Key	Report Title	Purpose	Directorate and Lead Officer
Audit & Governance Committee	13/5/13	N/A			
CABINET Portfolio – CM CS	16/5/13	Non Key	Quarterly Integrated Corporate Performance Report		Corporate Services / David Powell
CABINET Portfolio – CM FM	16/5/13	Non Key	Budget Monitoring Report	To report the financial position for both Revenue and Capital.	Corporate Services / David Powell
Council	24/5/13		Election of the Chairman and Vice Chairman		
Council	24/5/13		Appointment of Chairmen to Cttees		
Council	24/5/13	N/A	Allocation of Committee Seats		Corporate Services
Council	24/5/13		Appointment of Scrutiny Committees		
Council	24/5/13		Nominations to Outside Bodies		
Council	24/5/13		Programme of Meetings	To approve the programme of Ordinary Meetings of Council for the year	
Council	24/5/13		Constitution Amendments?		

GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS		
MEETING/ BRIEFNG DATE	ITEM	PURPOSE
		O&SC PRE-DECISION PRIOR TO: A&G Committee Meeting Date Cabinet Council
13 May 2013		

HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS

MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:	
			A&G Committee Cabinet Council	Meeting Date
2 May 2013				

Executive Rolling Programme: June 2013

Final Decision Maker	Meeting / Decision Date	Issue Type: • KEY • Budget & Policy Framework Item (B&PF) • Non Key	Report Title	Purpose	Directorate and Lead Officer
CABINET Portfolio – CM EH&P	20/6/13	Non Key	Housing Allocations Adoption Policy	The Housing Allocation Policy describes the criteria that Herefordshire Council uses to prioritise affordable housing for those with a housing need. The Local Authority is using powers under the Localism Act 2011 which gives increased flexibility to review its policy to enable them to manage their housing registers which better reflects local demand, whilst still protecting the most vulnerable.	Places and Communities / Richard Gabb
CABINET Portfolio – CM FM	20/6/13	Non Key	Budget Monitoring Report	To report the financial position for both Revenue and Capital.	Corporate Services / David Powell
CABINET Portfolio – CM CS	20/06/13	Non Key	Understanding Herefordshire Annual Report		Corporate Services / Jenny Lewis
CABINET Portfolio – CM CS	20/06/13	Non Key	2012/13 Year end report		Corporate Services / Jenny Lewis
CABINET Portfolio – CM E&I	20/6/13	KEY	Local Development Framework core strategy	To consider the revised LDF for adoption by Council	Places & Communities / Andrew Ashcroft

GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS

MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:	
			A&G Committee Cabinet Council	Meeting Date

HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS

MEETING/	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:

BRIEFNG DATE			A&G Committee Cabinet Council	Meeting Date

Executive Rolling Programme: July 2013

Final Decision Maker	Meeting / Decision Date	Issue Type:	Report Title	Purpose	Directorate and Lead Officer
Audit & Governance Committee		<ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key 	Annual Audit Fee Letter and Plan		Corporate Services / David Powell
Audit & Governance Committee		N/A	Annual Governance Statement		Corporate Services / David Powell
Audit & Governance Committee		N/A	Annual Internal Audit Plan		Corporate Services / David Powell
Audit & Governance Committee		N/A	Audit and Governance Committee Work Programme		Corporate Services / David Powell
Council	19/7/13	N/A	Hereford and Worcester Fire and Rescue Authority Report		
Council	19/7/13	N/A	Leader's Report	To receive the Leader's report, which provides an overview of the Executive's activity since the last Council meeting.	
Council	19/7/13	N/A	Audit and Governance Committee Report including Standards Panel Report	To receive a report on standards case (Cllr Glenda Powell)	Corporate Services
Council	19/7/13	KEY	Local Development Framework core strategy	To consider the revised LDF for adoption by Council	Places & Communities Andrew Ashcroft
CABINET Portfolio – CM CS	25/7/13		Integrated Corporate Performance Report Q1		Corporate Services
CABINET Portfolio – CM FM	25/7/13	Non Key	Budget Monitoring Report	To report the financial position for both Revenue and Capital.	Corporate Services / David Powell
CABINET Portfolio -	25/7/13	KEY	Proposed Model of Homecare	To approve the proposed model of home care.	People's Services / Clair McNally
CABINET Portfolio -	25/7/13		Open Book Review of Residential and Nursing Home Fees for Older	To approve the future pricing model for fee increases in the future.	People's Services / Kathy McAteer

Final Decision Maker	Meeting / Decision Date	Issue Type:	Report Title	Purpose	Directorate and Lead Officer
CABINET Portfolio -	25/7/13	<ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key 	People Local Account	To approve the Local Account.	People's Services / Peter Sowerby

GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS			O&SC PRE-DECISION PRIOR TO:	
MEETING/ BRIEFNG DATE	ITEM	PURPOSE	A&G Committee Cabinet Council	Meeting Date
	Music Service	Agreed in July 2011 to review after 2 years		

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