

**Economy, Communities and Corporate**

Geoff Hughes - Director

**TO: ALL MEMBERS OF THE COUNCIL**

Our Ref: Council - 18 July 2014

Please ask for: Governance Services

Direct Line / Extension: (01432) 260249

E-mail: [councillorservices@herefordshire.gov.uk](mailto:councillorservices@herefordshire.gov.uk)

10 July 2014

Dear Councillor,

**YOU ARE HEREBY SUMMONED** to attend the meeting of the Herefordshire Council to be held on **Friday 18 July 2014** at the Council Chamber - Brockington at **10.00 am** at which the business set out in the attached agenda is proposed to be transacted.

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

Yours sincerely

*Bill Norman*

**BILL NORMAN  
ASSISTANT DIRECTOR, GOVERNANCE**



# AGENDA

## Council

Date: **Friday 18 July 2014**

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Time: **10.00 am**

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

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

For any further information please contact:

**Governance Services**

Tel: 01432 260249

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

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# Agenda for the Meeting of the Council

## Membership

**Chairman**

**Vice-Chairman**

**Councillor LO Barnett**

**Councillor ACR Chappell**

Councillor PA Andrews  
Councillor CNH Attwood  
Councillor PL Bettington  
Councillor WLS Bowen  
Councillor AN Bridges  
Councillor MJK Cooper  
Councillor BA Durkin  
Councillor DW Greenow  
Councillor J Hardwick  
Councillor JW Hope MBE  
Councillor JA Hyde  
Councillor JG Jarvis  
Councillor Brig P Jones CBE  
Councillor JF Knipe  
Councillor MD Lloyd-Hayes  
Councillor RL Mayo  
Councillor SM Michael  
Councillor PM Morgan  
Councillor C Nicholls  
Councillor J Norris  
Councillor RJ Phillips  
Councillor AJW Powers  
Councillor PD Price  
Councillor P Rone  
Councillor P Sinclair-Knipe  
Councillor GR Swinford  
Councillor GA Vaughan-Powell

Councillor AM Atkinson  
Councillor CM Bartrum  
Councillor AJM Blackshaw  
Councillor H Bramer  
Councillor EMK Chave  
Councillor PGH Cutter  
Councillor PJ Edwards  
Councillor KS Guthrie  
Councillor EPJ Harvey  
Councillor MAF Hubbard  
Councillor TM James  
Councillor AW Johnson  
Councillor JLV Kenyon  
Councillor JG Lester  
Councillor RI Matthews  
Councillor PJ McCaull  
Councillor JW Millar  
Councillor NP Nenadich  
Councillor FM Norman  
Councillor CA North  
Councillor GJ Powell  
Councillor R Preece  
Councillor SJ Robertson  
Councillor A Seldon  
Councillor J Stone  
Councillor DC Taylor  
Councillor DB Wilcox

## AGENDA

		Pages
1.	<b>PRAYERS</b>	
2.	<b>APOLOGIES FOR ABSENCE</b> To receive apologies for absence.	
3.	<b>DECLARATIONS OF INTEREST</b> To receive any declarations of interest by Members in respect of items on the Agenda.	
4.	<b>MINUTES</b> To approve and sign the Minutes of the meeting held on 23 May 2014.	11 - 16
5.	<b>CHAIRMAN'S ANNOUNCEMENTS</b> To receive the Chairman's announcements and petitions from members of the public.	17 - 18
6.	<b>QUESTIONS FROM MEMBERS OF THE PUBLIC</b> To receive questions from members of the public.	19 - 22
7.	<b>NOTICES OF MOTION UNDER STANDING ORDERS</b> One Notice of Motion has been received.  <b>NOTICE OF MOTION</b>  Proposed by Councillor AJW Powers and seconded by Councillor EPJ Harvey and supported by Councillor GJ Swinford.  Preamble  In July 2013, this Council approved the Draft Local Plan Core Strategy and gave delegated powers to officers to make <i>minor</i> amendments. The Pre-Submission Publication Consultation on the Core Strategy has recently concluded.  Motion  Given this Council's commitment to the Core Strategy being tested and judged 'sound', it is proposed that:  In the event that officers deem it necessary to make any <i>major</i> amendments to the Pre-Submission Publication Core Strategy to ensure 'soundness' prior to its submission to the Inspector, this Council reviews and approves the final version of the Core Strategy. This will also allow for appropriate further public consultation on any <i>major</i> amendments.	23 - 26
8.	<b>ALLOCATION OF SEATS ON COUNCIL COMMITTEES AND OUTSIDE BODIES</b> To exercise the powers reserved to Council to approve the allocation of seats to political groups.  <b>Please note that the Council will be asked under this item to approve</b>	

**alternative arrangements to strict political proportionality for appointments to Committees and other bodies in accordance with Regulation 20 of the Local Government (Committees and Political Groups) Regulations 1990.**

<b>9.</b>	<b>COMMUNITY SAFETY STRATEGIC PLAN 2014-17</b>	27 - 52
	To adopt the Herefordshire Community Safety Strategic Plan 2014 – 17.	
<b>10.</b>	<b>TREASURY MANAGEMENT OUTTURN 2013/14</b>	53 - 62
	To approve the Treasury Management outturn for 2013/14 and associated Prudential Indicators.	
<b>11.</b>	<b>LEADER'S REPORT</b>	63 - 78
	To receive the Leader's report, which provides an overview of the Executive's activity since the last Council meeting, and also contains the annual report from the executive including any executive decisions taken under urgency provisions.	
<b>12.</b>	<b>ANNUAL REPORTS FROM COMMITTEES</b>	79 - 100
	To note the following annual reports:	
	A) Audit and Governance Committee	
	B) General Overview and Scrutiny Committee	
	C) Health and Social Care Overview and Scrutiny Committee	
	D) Health and Wellbeing Board	
	E) Planning Committee	
	F) Regulatory Committee	
<b>13.</b>	<b>ANNUAL REPORT OF THE HEREFORD &amp; WORCESTER FIRE AUTHORITY</b>	101 - 108
	To receive the annual report of the Hereford & Worcester Fire Authority.	
<b>14.</b>	<b>FORMAL QUESTIONS FROM COUNCILLORS TO THE CABINET MEMBERS AND CHAIRMEN UNDER STANDING ORDERS</b>	
	To receive any written questions from Councillors.	

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

### **Public Transport Links**

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

## HEREFORDSHIRE COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

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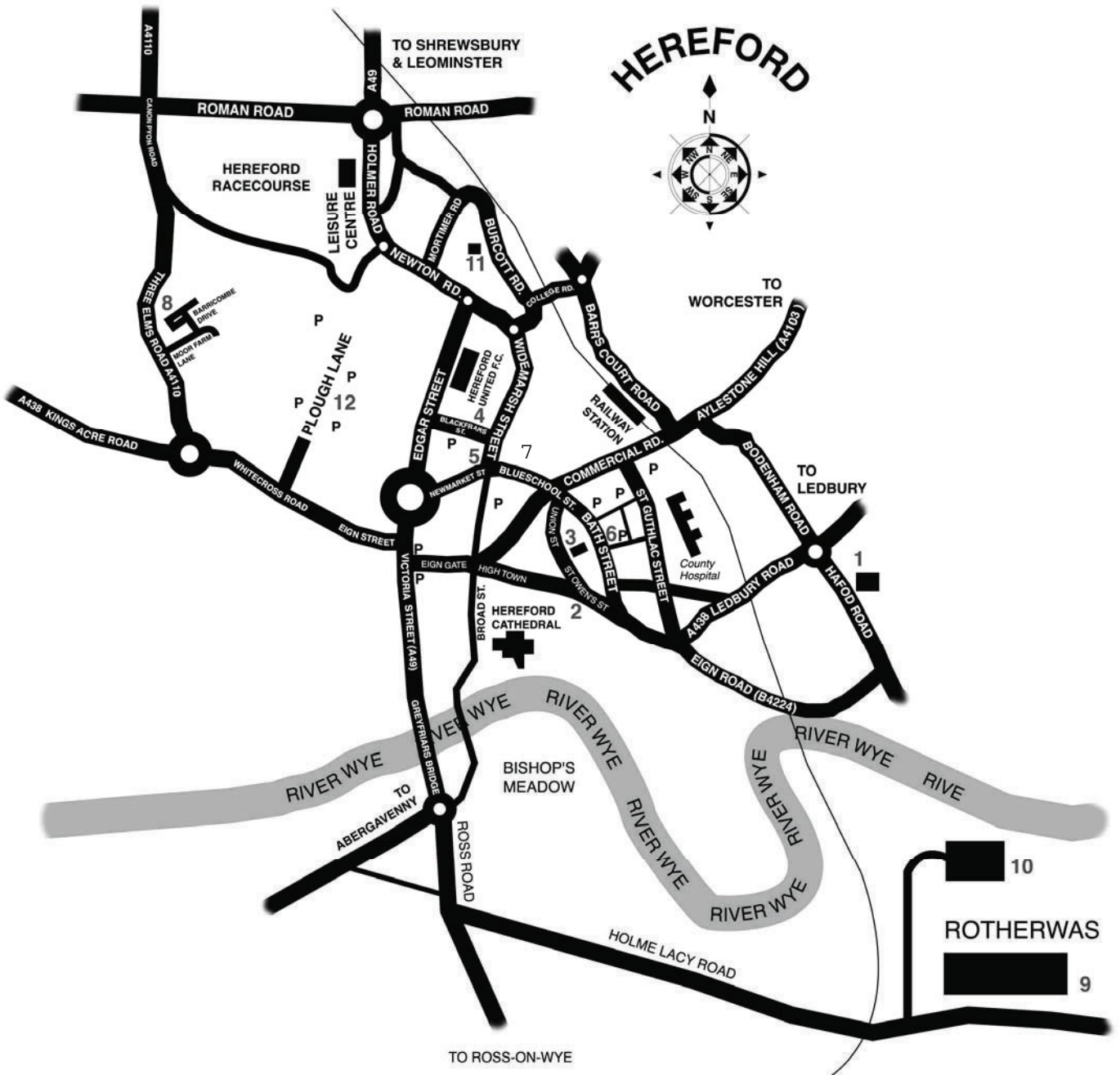
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|---|--------------------------|----|-----------------------------|
| 1 | Brockington              | 7  | Blueschool House (Planning) |
| 2 | Town Hall                | 8  | Trinity House               |
| 3 | Shire Hall               | 9  | Thorn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



HEREFORDSHIRE COUNCIL

**MINUTES of the meeting of Council held at Shirehall, St Peter Square, Hereford on Friday 23 May 2014 at 9.00 am**

**Present:** Councillor LO Barnett (Chairman)  
Councillor J Stone (Vice Chairman)

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

**1. ELECTION OF CHAIRMAN**

Councillor WLS Bowen proposed and Councillor AW Johnson seconded the nomination of Councillor LO Barnett.

**RESOLVED: That Councillor LO Barnett be elected Chairman of the Council for the forthcoming municipal year.**

The Chairman expressed her personal thanks to the former Vice Chairman, Councillor Chappell, for all his support to her during his term of office.

**2. APPOINTMENT OF VICE-CHAIRMAN**

Councillor LO Barnett proposed and Councillor TM James seconded the nomination of Councillor J Stone.

**RESOLVED: That Councillor J Stone be elected Vice-Chairman of the Council for the forthcoming municipal year.**

**Prayers**

The Very Reverend Michael Tavinor led the Council in prayers.

**Councillor RC Hunt and Councillor PJ Watts**

The Leader of the Council paid tribute on behalf of the Council to Councillor Roger Hunt and Councillor Peter Watts.

Council observed a silence in their memory.

**3. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor ACR Chappell, MAF Hubbard, RL Mayo, J Norris and CA North.

#### 4. **DECLARATIONS OF INTEREST**

The Solicitor to the Council reminded Council that he had granted a dispensation under his delegated authority to those Councillors seeking election to posts carrying a Special Responsibility Allowance so permitting them to vote on agenda item 8 - Appointments to Council Committees and outside bodies.

##### **Agenda item 7: Election of Leader of the Council**

Councillor AW Johnson declared a pecuniary interest and left the meeting for the duration of this item.

#### 5. **MINUTES**

**RESOLVED: That the Minutes of the meeting held on 7 March 2014 be confirmed as a correct record and signed by the Chairman.**

#### 6. **CHAIRMAN'S ANNOUNCEMENTS**

Council noted the Chairman's announcements as printed in the agenda papers.

#### 7. **ELECTION OF LEADER OF THE COUNCIL**

*(Councillor AW Johnson declared a pecuniary interest and left the meeting for the duration of this item.)*

Councillor PM Morgan proposed and Councillor H Bramer seconded the nomination of Councillor AW Johnson.

**RESOLVED: That Councillor AW Johnson be elected Leader of the Council for the forthcoming municipal year.**

#### 8. **APPOINTMENTS TO COUNCIL COMMITTEES AND OUTSIDE BODIES**

Council considered appointments to the Committees of the Council and outside bodies in line with the rules of political proportionality, an amendment to the terms of reference of the Audit and Governance Committee and arrangements for making appointments to the Independent Remuneration Panel.

The Solicitor to the Council commented that following discussion with Group Leaders it was suggested that recommendations a-d and f-j as printed in the agenda papers, about which there was consensus, should be considered and voted upon as a whole. Discussion of appointments to the positions of Chairmen and Vic-Chairmen for which several nominations were expected could then be considered.

The Solicitor to the Council clarified that recommendation h, permitting vacancies arising during the year to be filled by the Chief Executive following consultation with the Group Leaders, was a procedural device to enable the Chief Executive to give effect to the wishes of Group Leaders.

Councillor TM James proposed and Councillor WLS Bowen seconded a motion that recommendations a-d and f-j as printed in the agenda papers be approved.

This motion was carried with no one voting against it and ten abstentions.

Council agreed that appointments to the positions of Chairmen and Vice-Chairmen would be determined by named vote where there was more than one nomination for the position.

The consideration of each appointment was as follows:

### **Chairman of the General Overview and Scrutiny Committee**

Councillor J Hardwick proposed and Councillor AW Johnson seconded the nomination of Councillor WLS Bowen.

Councillor AJW Powers proposed and Councillor EPJ Harvey seconded the nomination of Councillor A Seldon.

A named vote was held.

For Councillor Bowen (41)

Councillors PA Andrews, AM Atkinson, CNH Attwood, CM Bartrum, LO Barnett, PL Bettington, AJM Blackshaw, WLS Bowen, H Bramer, AN Bridges, MJK Cooper, PGH Cutter, BA Durkin, PJ Edwards, DW Greenow, KS Guthrie, J Hardwick, JW Hope, MBE, JA Hyde, TM James, JG Jarvis, AW Johnson, Brig P Jones CBE, JF Knipe, JG Lester, RI Matthews, PJ McCaull, JW Millar, PM Morgan, NP Nenadich, RJ Phillips, GJ Powell, R Preece, PD Price, SJ Robertson, P Rone, P Sinclair-Knipe, J Stone, DC Taylor, GA Vaughan-Powell and DB Wilcox.

For Councillor Seldon (8)

Councillors EMK Chave, EPJ Harvey, JLV Kenyon, MD Lloyd-Hayes, SM Michael, C Nicholls, FM Norman, and AJW Powers.

Abstentions (2) Councillors A Seldon and GR Swinford.

Councillor Bowen was therefore appointed.

### **Vice-Chairman of the General Overview and Scrutiny Committee**

Councillor PM Morgan proposed and Councillor WLS Bowen seconded the nomination of Councillor BA Durkin.

Councillor AJW Powers proposed and Councillor A Seldon seconded the nomination of Councillor EPJ Harvey.

A named vote was held.

For Councillor Durkin (35)

Councillors PA Andrews, AM Atkinson, CM Bartrum, PL Bettington, AJM Blackshaw, WLS Bowen, H Bramer, MJK Cooper, PGH Cutter, BA Durkin, PJ Edwards, DW Greenow, KS Guthrie, J Hardwick, JW Hope, MBE, JA Hyde, JG Jarvis, AW Johnson, Brig P Jones CBE, JG Lester, RI Matthews, PJ McCaull, JW Millar, PM Morgan, NP Nenadich, RJ Phillips, GJ Powell, PD Price, SJ Robertson, P Rone, P Sinclair-Knipe, J Stone, DC Taylor, GA Vaughan-Powell and DB Wilcox.

For Councillor Harvey (12)

Councillors AN Bridges, EMK Chave, JLV Kenyon, JF Knipe MD Lloyd-Hayes, SM Michael, C Nicholls, FM Norman, AJW Powers R Preece,, A Seldon GR Swinford

Abstentions (4)

Councillors LO Barnett, CNH Attwood, EPJ Harvey, and TM James.

Councillor Durkin was therefore appointed.

#### **Chairman of Health and Social Care Overview and Scrutiny Committee**

Councillor WLS Bowen proposed and Councillor AW Johnson seconded the nomination of Councillor CNH Attwood.

There were no other nominations.

#### **Vice-Chairman of Health and Social Care Overview and Scrutiny Committee**

Councillor AJW Powers proposed and Councillor JG Jarvis seconded the nomination of Councillor MD Lloyd-Hayes.

There were no other nominations.

#### **Chairman of Audit and Governance Committee**

Councillor AW Johnson proposed and Councillor PM Morgan seconded the appointment of Councillor JG Jarvis.

There were no other nominations.

#### **Vice-Chairman of Audit and Governance Committee**

Councillor A Seldon proposed and Councillor AJW Powers seconded the appointment of Councillor EMK Chave.

There were no other nominations.

#### **Chairman of the Planning Committee**

Councillor AW Johnson proposed and Councillor PM Morgan seconded the appointment of Councillor PGH Cutter.

There were no other nominations.

#### **Vice-Chairman of the Planning Committee**

Councillor TM James proposed and Councillor AW Johnson seconded the appointment of Councillor PA Andrews.

Councillor JLV Kenyon proposed and Councillor AM Atkinson seconded the nomination of Councillor DW Greenow.

A named vote was held.

For Councillor Andrews (33)

Councillors CNH Attwood, CM Bartrum, LO Barnett, AJM Blackshaw, WLS Bowen, H Bramer, EMK Chave, PGH Cutter, BA Durkin, PJ Edwards, KS Guthrie, J Hardwick, JW Hope, MBE, JA Hyde, TM James, JG Jarvis, AW Johnson, Brig P Jones CBE, RI Matthews, PJ McCaull, SM Michael, JW Millar, C Nicholls, RJ Phillips, GJ Powell, R Preece, PD Price, SJ Robertson, P Rone, J Stone, GR Swinford, GA Vaughan-Powell and DB Wilcox.

For Councillor Greenow (14)

Councillors AM Atkinson, PL Bettington, AN Bridges, MJK Cooper, EPJ Harvey, JLV Kenyon, JG Lester, MD Lloyd-Hayes, PM Morgan, NP Nenadich, AJW Powers, A Seldon, P Sinclair-Knipe and DC Taylor.

Abstentions(4)

Councillors PA Andrews, DW Greenow, JF Knipe, and FM Norman.

Councillor Andrews was therefore appointed,

### **Chairman of the Regulatory Committee**

Councillor AJW Powers proposed and Councillor MD Lloyd-Hayes seconded the appointment of Councillor A Seldon.

There were no other nominations.

Councillor RJ Phillips praised the qualities of Councillor JW Hope MBE the outgoing Chairman of the Committee and Council endorsed these remarks.

### **Vice-Chairman of the Regulatory Committee**

Councillor WLS Bowen proposed and Councillor AW Johnson seconded the appointment of Councillor PJ Edwards.

There were no other nominations.

### **Chairman of Employment Panel**

Councillor PM Morgan proposed and Councillor JG Jarvis seconded the appointment of Councillor AW Johnson.

There were no other nominations.

### **Terms of Reference – Audit and Governance Committee**

It was acknowledged that the amendment to the terms of reference for the Audit and Governance Committee had not formally been considered by that Committee. However, all Members had had the opportunity to comment if they wished.

### **RESOLVED:**

- That:**
- (a) the list of ordinary committees be confirmed and the allocation of seats on those committees to political groups be made as indicated in paragraph 7 of the report;**
  - (b) the seats on other bodies to which the allocation of seats to groups falls to be made by Council be as indicated in paragraph 9 of the**

report, and all other representation on outside bodies be decided by the Chief Executive in consultation with the Group Leaders in accordance with the provisions of the constitution;

- (c) the reappointment of the co-opted members of General Overview & Scrutiny Committee be approved in accordance with the Appendix to these Minutes;
- (d) the wishes of the political groups as to nominees to fill their respective allocations of seats be noted;
- (e) the appointments of Chairmen and Vice-Chairmen be confirmed in accordance with the Appendix to these Minutes
- (f) the suspension of the rules of proportionality, in respect of the Regulatory Sub-Committee, the River Lugg Internal Drainage Board and the Wye Valley AONB Joint Advisory Committee, be approved;
- (g) the respective terms of reference for each committee or board remain unchanged, with the exception of additions to the Audit & Governance Committee terms of reference as detailed at Appendix 2 to the report;
- (h) any vacancies on committees or outside bodies arising during the year be filled by the decision of the Chief Executive following consultation with the Group Leaders and in accordance with the rules of proportionality;
- (i) the Solicitor to the Council be authorised, after consultation with Group Leaders and having regard to the regulations and guidance as outlined at paragraph 14 of the report, to appoint up to 5 members of the Independent Remuneration Panel; and
- (j) that the Solicitor to the Council make any consequent amendments to the Constitution as are necessary.

## **9. DATES OF FUTURE MEETINGS**

**RESOLVED:** That the dates for ordinary meeting of Council for 2014/15 be approved:

**18 July 2014**

**26 September 2014**

**12 December 2014**

**6 February 2015**

**6 March 2015**

**24 April 2015\***

**22 May 2015**

\*(It was noted that the meeting scheduled for April 2015 would only be convened should there be business necessary for Council to conclude before the election in May 2015.)



## **Chairman's Announcements – 18 July 2014**

### **High Sheriff's Garden Party – 29 May**

It was a great pleasure to attend the High Sheriff's Garden Party at Caradoc on 29<sup>th</sup> May. Wonderful music was provided by the John Kyrle High School Cello Quartet and by their Jazz Band.

### **Grange Court – 31 May**

I was delighted to join the Lord Lieutenant, the Countess of Darnley when she opened the 30<sup>th</sup> Leominster Festival and then formally opened Grange Court. Grange Court is an excellent facility for Leominster and for the County and I would like to congratulate all those involved in its renovation.

### **Herefordshire Carers Support Pamper Day – 9 June**

Once again I was impressed by the enthusiasm and dedication of the staff at Herefordshire Carers Support. On 9<sup>th</sup> June they provided a much needed opportunity for users of the service to relax and be spoiled. A variety of therapies were on offer and I'm sure that everyone who attended thoroughly enjoyed the day. I enjoyed a session of reflexology.

### **Armed Forces Week – 23 - 28 June**

It was an honour to attend the Armed Forces flag raising ceremony held at the Shire Hall. This marked the commencement of Armed Forces week where numerous events were held throughout the city. This moving ceremony gives us time to reflect on the work of all our armed forces, particularly our County's adopted regiment, The Rifles.

Later in the week, The Bugles and Drums of the Stedfast Association and County branches of the Legion marched to the Cathedral for a service which was attended the Lord Lieutenant, The High Sheriff, myself and the City and Market Town Mayors.





<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>QUESTIONS FROM MEMBERS OF THE PUBLIC</b>
<b>REPORT BY:</b>	<b>GOVERNANCE MANAGER</b>

## 1. Classification

Open

## 2. Purpose

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

## 3. Introduction and Background

- 3.1 Members of the public may ask one question of a Cabinet Member or Committee or other Chairmen at any meeting of Council, subject to the exceptions in the paragraph below. Written answers will be circulated to Members, the press and public prior to the start of the Council meeting. Questions subject to a Freedom of Information request will be dealt with under that separate process.
- 3.2 No questions from the public will be considered at the Annual Meeting of Council which Council has agreed will concentrate on the civic and ceremonial role of the Annual Council meeting. No questions from the public will be considered at the Budget (February) meeting of Council except on those items listed on the agenda.
- 3.3 Standing Order 4.1.14.4 of the Constitution states that: a question may only be asked if notice has been given by delivering it in writing or by electronic mail to the Monitoring Officer no later than midday eight clear working days before the day of the meeting (ie the Monday of the week preceding the Council meeting where that meeting is on a Friday). Each question must give the name and address of the questioner and must name the person to whom it is to be put.
- 3.4 A questioner who has submitted a written question may also put **one** brief supplementary question without notice to the person (if s/he is present at the meeting) who has replied to his or her original question. A supplementary question must arise directly out of the original request or reply. The Chairman may reject a supplementary question on any of the grounds for rejecting written questions (as set out in paragraph 3.5 below), or if the question is too lengthy, is in multiple parts or takes the form of a speech. In any event, any person asking a supplementary question will be permitted only **1 minute** to do so.

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Further information on the subject of this Report is available from  
Governance Services on Tel (01432) 260249

3.5 A question may be rejected if it:

- Is not about a matter for which the Council has a responsibility or which affects the County or a part of it;
- Is illegal, scurrilous, defamatory, frivolous or offensive or otherwise out of order;
- Is substantially the same as or similar to a question which has been put at a meeting of the Council in the past six months or relates to the same subject matter or the answer to the question will be substantially the same as the previous answer;
- Requires the disclosure of confidential or exempt information;
- Relates to a planning or licensing application;
- Relates to an employment matter that should more properly be dealt with through the Council's human resources processes.

3.6 There will be a time limit of a maximum of 30 minutes for public questions and of 30 minutes for Members' questions. There will normally be no extension of time, unless the Chairman decides that there are reasonable grounds to allow such an extension, and questions not dealt with in this time will be dealt with by written response. The Chairman will decide the time allocated to each question.

## **4. Questions**

4.1 Two questions have been received and accepted by the deadline and are attached at Appendix 1.

**PUBLIC QUESTIONS TO COUNCIL – 18 July 2014**

**Question from Mr P McKay, Leominster**

Question 1

**Registering Unrecorded Rights of Way**

*Natural England's Commissioned Report NECR035 titled 'Stepping Forward' regarding the proposed cut-off date of 2026 for registering unrecorded rights of way says paragraph 6.22 that "In accordance with their existing statutory duties, surveying authorities will themselves need to assess the potential for loss of useful or potentially useful pre-1949 rights to the cut-off provision, and take action to prevent this", so may I request your confirmation that you propose to undertake such an assessment along with resultant action plan, the date by which this could be expected to be made available for inspection, and whether or not this duty is included within your Development Plan - Core Strategy ?*

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**Question from Mr M Sandaver, Herefordshire**

Question 2

**Weekly Bin Collections**

*Why are the council failing to provide weekly bin collections if they have served us well for decades, why on earth would leaving smelly rubbish in coloured plastic bins suddenly be a good idea?*





<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>ALLOCATION OF SEATS ON COUNCIL COMMITTEES AND OUTSIDE BODIES</b>
<b>REPORT BY:</b>	<b>ASSISTANT DIRECTOR, GOVERNANCE</b>

## Classification

Open

## Key Decision

This is not an executive decision.

## Wards Affected

County-wide

## Purpose

To exercise the powers reserved to Council to approve the allocation of seats to political groups.

## Recommendations

**THAT:**

- a) the allocation of seats on ordinary committees to political groups be made as indicated in appendix 1 (to be tabled);
- b) the seats on other bodies to which the allocation of seats to groups falls to be made by Council be as indicated in appendix 2 (to be tabled); and
- c) the suspension of the rules of proportionality, in respect of the Regulatory Sub-Committee, the River Lugg Internal Drainage Board and the Wye Valley AONB Joint Advisory Committee, be approved.

## Alternative Options

- 1 To draw up a different set of committees of a different size; this is not recommended with only nine months of the term of this council remaining.

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Further information on the subject of this report is available from  
Bill Norman, Assistant Director, Governance on Tel (01432) 260200

## Reasons for Recommendations

- 2 Council is required to review its political composition and how this is applied to appointments to committees and sub-committees of the council at each Annual Meeting of Council and at the first available meeting of Council should the membership of groups change for any reason.

## Key Considerations

- 3 Since the annual meeting of Council in May when the proportional allocation of seats was determined, one member of the Independent Group has chosen to be ungrouped and the by elections for the two vacant seats on the Council, Ledbury Ward and Leominster South Ward, will be held on 17 July. The outcome from these by elections and any impact on the proportionality of the council will be reported to Council at its meeting.
- 4 Council is under a duty to ensure membership of those committees covered by the relevant rules reflects the political composition of the council, as far as practicable, by allocating seats on the committees to the political groups in proportion to their numerical strength on the council, whilst also maintaining a similar proportional balance of overall seat numbers. Council must then accept nominations made by the groups for filling the seats allocated to them.
- 5 The current size of ordinary committees of council is shown in the table below, there are no proposals to amend this.

Committee	Seats
Audit and Governance Committee	10
Employment Panel	6
General Overview and Scrutiny Committee	14
Health and Social Care Overview and Scrutiny Committee	14
Planning Committee	20
Regulatory Committee	10
Total Seats	74

- 6 It is not proposed to vary Council's decision in May 2014 to allocate certain seats on a different basis from that of political proportion. Council must take a *nem con vote*, where no member votes against the proposal, to permit this approach in respect of: the Regulatory Sub-Committee (which is itself drawn on an ad hoc basis from members of the politically proportionate Regulatory Committee), the River Lugg Internal Drainage Board and the Wye Valley AONB Joint Advisory Committee (both of which are geographically specific bodies and appointments to them are drawn from relevant ward members).
- 7 The Herefordshire Health and Wellbeing Board is not subject to the rules of political proportionality.
- 8 The allocation of seats to certain outside bodies to which 3 or more appointments are made, must also have regard to the rules of proportionality. This affects appointments to two outside bodies as detailed in the table below.



<b>Body</b>	<b>Seats</b>
Fire & Rescue Authority	6
Standing Advisory Council For Religious Education	3

- 9 Appendix 1 (to be tabled) details the outcome of the two by elections and the confirmed politically proportionate allocation of seats on ordinary committees. Appendix 2 (to be tabled) details the politically proportionate allocation of seats on relevant outside bodies.

## **Community Impact**

- 10 There are no implications.

## **Equality and Human Rights**

- 11 There are no implications

## **Financial Implications**

- 12 There are no implications.

## **Legal Implications**

- 13 The council is required to ensure that the allocation of seats to committees is compliant with relevant rules contained in the Local Government and Housing Act 1989 and regulations made under that Act. The proposals in this report comply with the requirements.

## **Risk Management**

- 14 Failure to obey the rules of political proportionality could render a committee or body unlawful. The recommendations in this report mitigate these risks.

## **Consultees**

- 15 Group Leaders

## **Appendices**

Appendix 1 – Allocation of committee seats to political groups (to be tabled)

Appendix 2 – Allocation of seats on outside bodies to political groups (to be tabled)

## **Background Papers**

- None identified.





<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>COMMUNITY SAFETY STRATEGIC PLAN 2014-17</b>
<b>REPORT BY:</b>	<b>DIRECTOR OF CHILDREN'S WELLBEING</b>

## Classification

Open

## Key Decision

This is not an executive decision.

## Wards Affected

County-wide.

## Purpose

To adopt the Herefordshire Community Safety Strategic Plan 2014 – 17.

## Recommendation(s)

**THAT: Council adopts the Herefordshire Community Safety Strategy 2014-2017.**

## Alternative Options

- 1 No alternative options are applicable; it is a statutory requirement to have a community safety strategy for the county.

## Reasons for Recommendations

- 2 The Herefordshire Community Safety Strategic Plan is in the Budget and Policy Framework and therefore needs to be adopted by Council.

## Key Considerations

- 3 Herefordshire Community Safety Partnership (CSP) is a statutory partnership formed as a result of the 1998 Crime and Disorder Act (later amended 2002 Police Reform

Act). These acts placed a duty for the 'responsible authorities' to work together to reduce crime and disorder and thus make Herefordshire a safe place to live, work and visit. The vision for the CSP is that "Herefordshire remains a low crime area and partners work together to ensure it remains that way".

- 4 It is a statutory requirement to have a community safety strategy for the local authority area. The Herefordshire Community Safety Strategic Plan (Appendix A) is a three year plan, underpinned by an annual strategic needs assessment of crime and disorder in the county. The assessment which forms an integral part of the Integrated Needs Assessment, 'Understanding Herefordshire', provides the intelligence to inform the CSP's decision on the key priorities to focus on. The Strategic Plan is reviewed annually with up to date information provided through the strategic needs assessment. The Plan provides the strategic direction for the CSP and it is the principal document which the responsible authorities within the CSP (Police, Local Authority, Probation [National Probation Service and Community Rehabilitation Company], Fire Service and Clinical Commissioning Group) use to direct partnership work in the area of community safety in Herefordshire.
- 5 The CSP also has identified the following overall parameters for effective partnership working on community safety and to ensure there is no duplication:
  - focus on a small number of priorities where CSP can make a difference;
  - meeting the needs of the most vulnerable people living in Herefordshire is the driving force;
  - jointly commission and decommission services;
  - have a joined up approach to operational practice;
  - have an effective protocol for sharing information;
  - a joined up approach to understanding needs and setting priorities based on the evidence; and
  - be able to assess the effectiveness of services and deliver measurable outcomes.
- 6 The Strategy details the priorities identified for 2014-17. It also provides information on key objectives and outcomes, focussed on partnership activity which will have the most impact. The key priorities are identified as:
  - a) reduce re-offending and bring offenders to account;
  - b) address the harm caused by domestic violence and abuse (DVA);
  - c) reduce the harm caused by alcohol and drugs; and
  - d) promote community cohesion and reduce the volume of anti-social behaviour (ASB).
- 7 Keeping people safe on the county's roads is also regarded as hugely important by the CSP. The Partnership continues to monitor safety on Herefordshire roads, although it is not a specific designated CSP priority.
- 8 The CSP works closely with the West Mercia Police and Crime Commissioner (PCC) to co-ordinate effort and to prioritise the issues that matter most to local residents. The PCC has asked each West Mercia Community Safety Partnership to act as the lead body for delivery of his Rural Crime and Business Crime Strategies within each partnership area alongside the police. In Herefordshire, the CSP will support the PCC to deliver the aims of his Rural and Business Crime Strategies aligned to the priorities identified locally.

- 9 The CSP will work together to share resources efficiently and effectively, reducing crime rates and improving the quality of life for communities in Herefordshire. Creating aligned local strategies with health partners provides the opportunity to improve care, reduce duplication of effort and identify and implement possible efficiencies for all agencies involved. There are also shared issues with the Families First programme, especially as the families within this programme are often those who have multiple problems which are reflected in the local community safety priorities. Direct funding to CSPs has been substantially reduced over recent years and the remaining funding now comes principally from the elected PCCs for each police force area.
- 10 Cabinet reviewed the Strategy at its meeting on 3 July 2014 and has recommended to Council that it be adopted.

## **Community Impact**

- 11 There is an excellent record of community safety partners working together to reduce crime and disorder and improve community safety. Recorded crime in the financial year 2013-14 was 15% less than in 2010-11 and 9% less than 2012-13. In the last quarter of 2013/14, 88% of Herefordshire residents thought that their local area has been safe over the last three months.
- 12 Your Community – Your Say consultation held in autumn 2012 highlighted the following: although there was satisfaction with policing generally, some felt that there needed to be a greater police presence; many participants felt that although maintaining a low crime rate is important, the fear of crime can make policing appear a higher priority than it actually is; rural crime, for example the theft of agricultural machinery, oil or metal was perceived to be an issue which was becoming increasingly common; speeding, particularly on rural roads and through residential areas, was consistently raised as a real area of concern, with a number of areas identifying this as being one of their top priorities; and it was felt that the loss of local youth services may lead to an increase in anti-social behaviour and low level crime.

## **Equality and Human Rights**

- 13 The priorities outlined in the Community Safety Strategic Plan are informed by the annual strategic assessment and support the Council's equality duty. The other responsible authorities for community safety share this "General Duty" to:
- eliminate discrimination, harassment, victimisation and any other conduct prohibited by or under this Act;
  - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
  - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The requirement of impact assessments for individual priorities or actions will be reviewed on a case by case basis.

## **Financial Implications**

- 14 Delivery of the Strategy priorities will be undertaken within the constraints of available partnership funded budgets or through attracting further external funding. There will

be no additional funding implications for Herefordshire Council is 2014/15. However, it should be noted that there is no core budget for the post of Community Safety Manager, which is the one dedicated post to this area of work. This has been identified as a budget pressure for 2015/16.

## Legal Implications

- 15 Under section 5 of the Crime and Disorder Act 1998, Herefordshire Council is a “Responsible Authority”.

As such the council has two main legal duties:

- a) under sections 5 and 6 of the Crime and Disorder Act 1998 the Council and the Police in partnership, are required to collaborate with each other to develop and implement strategies and plans for dealing with crime and disorder and associated issues; and
  - b) under section 17 of the same Act, the Council is required to have due regard to the impact of each of its functions on crime and disorder and associated issues.
- 16 The council must therefore ensure that it complies with the relevant legislation and have in place the relevant Community Safety Strategy Plan.

## Risk Management

- 17 None identified for 2014/15, but there is an emerging risk of non-compliance with statutory duty: there is no core funding for the dedicated resource to support community safety, so the local authority will be unable to fulfil statutory obligations as a responsible authority and key partner of the CSP (recorded as risk serial no RSK.CCS.002).

## Consultees

- 18 Herefordshire CSP is required to provide the General Overview and Scrutiny Committee with an annual progress report on the work of the CSP. This was done on 12 May 2014, when the Committee received an update on the current priorities and issues for the CSP and were invited to comment on the indicative priorities for 2014/17. The Committee noted with concern the issues raised on Domestic Violence and Abuse (DVA) and in particular the adverse impact on children from a very early age. The link between DVA and alcohol misuse was also noted, with the comment that whilst there was a noted improvement on reductions in night time disorder, more could be done with those selling alcohol. Comments were also received on the levels of youth offending, which although on the decrease were higher than the national average. Interest was shown in the use of out of court disposals, including community resolution and restorative justice. The Committee was also concerned about the impact of the changes to offender management services and specifically recommended that the CSP establishes clear performance indicators to provide assurance that any adverse effects of the change are identified and mitigated at an early stage. This is a concern shared by the CSP, with performance to be monitored and reported on as part of the Reducing Offending and Re-offending priority.
- 19 Consultation was also conducted through the strategic assessment which informs this Strategy and the priorities, requesting the views of key agencies (responsible authorities as well as a number of providers of services and voluntary sector

representatives). These views and information provided were incorporated into the strategic assessment where relevant. West Mercia Police conduct a Crime Survey and results from their quarterly surveys completed during 2013-2014 were also used to inform the strategic assessment.

- 20 The developments of the priorities and the strategic plan have also been discussed at three meetings of the CSP as well as the local authority's Management Board.
- 21 Comments from all the above consultees have been noted and are reflected within the strategic plan. They have also been reported back to the relevant priority leads, as appropriate.

## **Appendices**

Appendix A – Herefordshire Community Safety Strategic Plan 2014/17.

## **Background Papers**

- None identified.





# Herefordshire Community Safety Partnership

## Herefordshire Community Safety Strategic Plan 2014 – 2017



**Working together to make Herefordshire an even safer  
place to live, work and visit**

[Herefordshire Community Safety Partnership](#)

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# Herefordshire remains a low crime rate area, and partners work together to ensure it remains that way

## 1) Introduction

The Herefordshire Community Safety Strategic Plan 2014-17 highlights how the Community Safety Partnership (CSP) plans to tackle community safety issues within Herefordshire. The Plan will be reviewed on an annual basis, to ensure relevance is maintained and to inform actions to be undertaken by the CSP.

Herefordshire Community Safety Partnership (HCSP) is a statutory partnership committed to making Herefordshire an even safer place to live, work and visit. We have an excellent record of working in partnership and Herefordshire has continued to see reductions in crime and disorder. Recorded crime in the financial year 2013-14 was 15% less than in 2010-11 and 9% less than 2012-13. However, there is still more that can be achieved and with current budget and resource constraints, new legislation and delivery partners, it is now more crucial than ever for partners to share resources, information and expertise.

The CSP also has identified the following overall parameters for effective partnership working on community safety and to ensure there is no duplication:

- Focus on a small number of priorities where HCSP can make a difference;
- Meeting the needs of the most vulnerable people living in Herefordshire is the driving force;
- Jointly commission and decommission services;
- Have a joined up approach to operational practice;
- Have an effective protocol for sharing information;
- A joined up approach to understanding needs and setting priorities based on the evidence;
- Be able to assess the effectiveness of services and deliver measurable outcomes.

## 2 The changing community safety landscape

There are a number of influences which will impact on the role of the CSP over the forthcoming period including the following:

## 2.1 Organisational change

With effect from 1<sup>st</sup> June 2014 the West Mercia Probation Trust will be replaced by the Community Rehabilitation Company (CRC) for West Mercia and Warwickshire and the National Probation Service (NPS) as part of the government's **Transforming Rehabilitation** programme. Key features of this new arrangement are that the NPS will be responsible for high risk offenders (including MAPPA), as well as youth offending, with CRCs responsible for managing the majority of offenders (those of lower risk) as well as delivering local programmes such as community payback and those for perpetrators of domestic violence and abuse. There are also plans for improved rehabilitation of offenders, with a programme of support prior to leaving prison as well as 12 months supervision on release. This will introduce a new dynamic into the community safety landscape in Herefordshire; it comes with a number of challenges, not least around information sharing, capacity to participate and the need for the winning CRC contractor to have a full understanding of the local context in Herefordshire and in particular, the challenges due to the county's rurality.

The role and relationship with the **Police and Crime Commissioner (PCC)** for West Mercia continues to develop. The PCC is having an increasing role in supporting the delivery of services as well as continuing to support local projects which support the community safety agenda. He is working towards a consistent approach to commissioning a range of services across West Mercia, including CCTV and support for victims of sexual violence as well as domestic violence and abuse. The West Mercia Police and Crime Commissioner is working with his counterpart in Warwickshire to develop a number of joint police strategies to identify priorities across the two force areas especially regarding crimes where partnership working has been identified: Rural Crime, Business Crime, Hate Crime Strategy, Drugs and Alcohol Strategy and Domestic Violence and Abuse.

Together with the other CSPs across West Mercia, Herefordshire CSP will continue to work with the PCC to maximise partnership working to deliver local community safety priorities. Closer liaison between the PCC and the West Mercia CSPs provides opportunities for further joint working, including a co-ordinated approach to commissioning services as well as sharing good practice, not least with the new responsibilities of the PCC to commission victim services from October 2014.

## 2.2 New Legislation

**The Anti-social Behaviour, Crime and Policing Act 2014** will introduce simpler, more effective powers to tackle anti-social behaviour and provide better protection for victims and communities. The new powers will be faster and more flexible seeking to stop anti-social behaviour and tackle underlying issues. Measures such as the Community Remedy and

Community Trigger will see victims and communities have a greater say in how agencies respond to complaints of anti-social behaviour and in out-of-court sanctions for offenders. Agencies including local authorities, the police, local health teams and registered providers of social housing will have a duty to undertake a case review when someone requests one and their case meets a locally defined threshold. A key action for the Herefordshire Community Safety Partnership will be to ensure that the key agencies have working practices and information sharing procedures in place to address community triggers. As such in 2014 the CSP will need to develop and approve processes to deal with Community Triggers and Community Remedies.

The Act also confers on Police and Crime Commissioners responsibility for commissioning services for victims.

Contained within the **Care Act 2014** is the legal requirement of each local authority to set up a Safeguarding Adults Board (SAB) formalising the arrangement that Herefordshire already has in place. The boards must include health organisations and the police who will discuss and act upon any local safeguarding issues. They must work with the local people to develop plans to protect the most vulnerable adults. The Act will also introduce a minimum eligibility threshold for services as well as place a duty on local authorities to provide or arrange for the provision of services that prevent, reduce and delay needs for care and support.

### **2.3 The shared agenda between Health and Community Safety**

Safe communities are inextricably linked with healthy communities. There are direct links with health practitioners dealing with the health needs of victims of crime, treating those with mental health, drug or alcohol problems which make them more vulnerable to crime or more likely to offend.

With effect from April 2013, Public Health became a local authority responsibility. With this change over, Public Health also became responsible for the commissioning of drug and alcohol services. There is therefore need for effective liaison between Public Health and community safety, with the Director of Public Health now on the Partnership Board. Herefordshire's Health and Well Being Board is responsible for preparing the joint strategic needs assessment ('Understanding Herefordshire') and developing joint health and wellbeing strategies and it is therefore important to ensure a close and effective dialogue between them and CSPs: the annual community safety strategic assessment feeds into 'Understanding Herefordshire' and representatives from the Local Authority, West Mercia Police and the Herefordshire Clinical Commissioning Group sit on both groups. This promotes a joint approach to shared agendas, such as alcohol harm reduction.

## **2.4 The shared agenda between Families First and Community Safety**

Families First is Herefordshire's approach to the national Troubled Families programme which is aimed at supporting the most chaotic and vulnerable families in the county. Whilst this is a national programme with some set criteria, there is provision for local criteria to reflect local issues and therefore the programme can be focused on the families that locally need help. Both the national and local criteria have a clear link to community safety issues (young people with a proven offence and or have been apprehended for anti-social behaviour; families known to the police; where there is domestic violence and abuse in the household. There are significant opportunities to link up with this programme which focusses on targeted support, especially as these families are often those which have multiple problems which are reflected in the local community safety priorities.

## **2.5 Budget Pressures**

All partners within the CSP are experiencing continuing financial challenges which are leading to organisational restructures and redefining service delivery. At a time of reduced resources, the CSP recognises the need for greater partnership working to ensure that any changes to service delivery are planned and co-ordinated, to minimise impact on crime levels and fear of crime. Partners recognise the need to encourage individuals and communities to take greater responsibility and do more for themselves and for their local area. The CSP also needs to ensure that it focusses on delivering effectively against a smaller number of the key priorities.

## **3) Local Delivery**

Membership of the Group is taken from the responsible authorities and other key strategic partners. This group must have a clear understanding of the issues facing the county and have the authority to deploy resources, shape future plans and influence resource allocation through joint evidence led commissioning.

### **3.1 Community Safety Partnership Membership:**

#### **Core membership**

- West Mercia Police – Herefordshire Policing Area Commander
- Herefordshire Fire and Rescue – Area Commander
- Herefordshire Clinical Commissioning Group - Chief Officer
- Warwickshire and West Mercia Community Rehabilitation Company – Head of Service - Herefordshire, Shropshire & Telford
- National Probation Service – Head of Service (West Mercia)
- Director of Adult Well Being – Herefordshire Council

- Director of Children’s Wellbeing – Herefordshire Council
- Head of Community and Customer Services – Herefordshire Council
- Cabinet Member with responsibility for Community Safety
- Youth Offending Team – Head of Service, West Mercia

### **Extended Membership**

- Chair of Health and Wellbeing Board
- Chair of Safeguarding Adults Board
- Chair of Safeguarding Children Board
- Police and Crime Commissioner

The Herefordshire CSP is accountable for its work and its success in achieving outcomes to the parent organisations. The business of the Partnership will be open to scrutiny by all agencies and in particular the Overview and Scrutiny function of the Council. See Appendix 1 for more detail of the roles and responsibilities of the CSP and the responsible authorities.

### **3.2 Relationship between Herefordshire Community Safety Partnership and the West Mercia Police and Crime Commissioner**

The Police and Social Responsibility Act 2011 clarifies the working relationship between the Partnership and the elected PCC and this was further outlined through Statutory Instrument in 2012. These include:

- The PCC and responsible authorities in exercising their functions must **act in co-operation** with each other.
- The PCC in exercising his functions must have regard to the relevant **priorities** of each responsible authority. Responsible authorities have a reciprocal duty to have regard to the police and crime objectives for their area as set out in the police and crime plan.
- The community safety partnership strategy groups are required to send a copy of the partnership plan and community safety agreement to the PCC for the policing area.
- The PCC may **require representatives of the responsible authorities** within the policing area to attend a meeting for the purpose of assisting in the formulation and implementation of any strategy (or strategies) that relate to any part of the police area.
- The PCC may **require a report** from a Community Safety Partnership if the PCC is not satisfied that the responsible authorities are carrying out their functions under section 6 of the Crime and Disorder Act 1998 in an effective and efficient manner and the PCC considers it reasonable and proportionate to do so.

## 4) Progress on Priorities for 2013/14

The following priorities were identified for 2013/14:

- Integrated Offender Management
- Alcohol Harm Reduction
- Empowered Localities
- Domestic Violence and Abuse

See Appendix 2 - Progress on performance measures with trends.

### **Integrated Offender Management (IOM)**

Over the 2013 /14 financial year there has been a significant reduction in offending in the IOM cohort. The cohort of approximately 50 offenders has seen over 30% reduction in offending compared to the previous 12 months. This significantly reduces the harm caused to the community. Partners are mindful that that the changes in probation services in 2014/15 may impact on the effectiveness of the IOM approach and therefore on reoffending rates.

Notable achievements for 2013/14 include embedding the multiagency IOM hub based at the Bath Street Police Station. Police, probation staff and drug treatment services work together in that office with daily effective operational briefings taking place. ODOC (one day one conversation) meetings take place monthly and invite several organisations to participate in case management and case planning for cohort members. Probation and Police IOM staff are allocated a case load of IOM cohort members, something which is very much appreciated by the cohort.

There is an excellent initiative provided by Herefordshire Housing Limited (HHL) where difficult to house IOM cohort members are provided with housing accommodation in specially allocated properties. This is seen as an exemplar initiative across West Mercia as the tenant is closely assisted and supervised by HHL staff in these properties with a view to moving them on once the tenant is ready.

Over the year a number of cohort members have volunteered and some have secured employment. There is 'positive outcomes' funding available to support cohort members to overcome obstacles and move into stable housing and employment.

Finally, one noteworthy success has been the creation of the Transformers FC. Cohort members and police and probation colleagues play football together and participate in an official league. This has led to notable improvements in behaviours and in the relationship between cohort members and personnel managing the cohort.



## **Alcohol Harm Reduction**

The strength of the reducing alcohol harm group, led by West Mercia Police, is the cross sector representation, in particular the representation from private and the voluntary and community sectors. A number of projects have been delivered by these organisations. The HAND initiative (Herefordshire Against Night time Disorder) now offers alcohol awareness sessions for those people who are subject to a HAND ban – barred from venues and premises in Hereford city centre. Once the alcohol awareness course is completed the HAND ban is reduced. There have been a number of successful outcomes from this initiative, driven and led by HAND and the Bulmer Foundation.

The Street Pastor project was launched in Hereford during 2013/14. This initiative grows from strength to strength with strong evidential outcomes of their successes and no shortage of volunteers to work with challenging and vulnerable people.

The taxi marshalling scheme continues to operate successfully, but with a need to secure funding to continue.

In conclusion, the ongoing work between local police, licensing authorities, the third sector is having a significant impact on the night time economy to reduce night time disorder and alcohol related crimes. There has also been a reduction in demand on health services, such alcohol related A&E attendances.

## **Empowered Localities**

The Building Community Bridges project has been funded to develop and embed a culture of community cohesion and integration in Herefordshire, which will lead to a greater understanding and tolerance of various communities within the county, and in particular supporting Black, Asian and other Minority Ethnic communities (BAME) and those people that are disabled and/or subject to hatred. The project is to support more cohesive communities and to enable a transition from “doing for” communities to supporting communities confident to “do” for themselves. Successes have included supporting the set-up of an eastern European community newspaper; using social media to raise community cohesion issues; developing a Positive Values Board with a number of partners including representatives from housing, police, MENCAP and those working with gypsy and traveller communities; brokering a positive relationship between taxi licensing and the drivers / passengers to develop a zero tolerance approach to prejudice and hate crime; and work has commenced with schools, such as Hereford Academy to embed a culture of no prejudice. Mobile Youth Led Opportunities (MYLO) operated by hvoss has received Empowering Localities support to engage with children and young people in the Golden Valley area

especially Clehonger, Madley and Kingstone. This reflects the challenges young people face in rural communities.

## **Domestic Violence and Abuse**

Notably, the issue of domestic violence and abuse (DVA) has received a great focus during 2013/14. Led by the multiagency DVA Steering Group (made up of commissioners and service providers, both strategic and operational professionals, and representatives from statutory providers and third sector organisations), a DVA Needs Assessment was completed in 13/14 including an action plan.

The DVA Steering Group has raised the profile of DVA in Herefordshire and led on a number of initiatives to develop knowledge on the level of need in the county, develop service provision and inform future strategic commissioning decisions.

The GREAT Project (Good Relationships are Equal And Trusting) is a successful pilot initiative, commissioned by the Steering Group, to educate years 5 & 6 children in primary schools about domestic abuse and healthy relationships. The project has provided proven positive outcomes, demonstrating changes in children's knowledge, behaviour and attitudes.

The Steering Group led on the White Ribbon Campaign in November 2013 to raise awareness of DVA in the county. Working with the Families First initiative, the group has also secured funding for two further pilot schemes to provide a Children's Independent Domestic Violence Advisor (CIDVA) and additional emotional support for children and young people caught up in and/ or witnessing domestic abuse.

## **5) Strategic Assessment 2014/15**

### **5.1 Introduction**

The strategic assessment is an annual exercise to identify key crime, disorder, anti-social behaviour and substance misuse issues that affect Herefordshire. This assessment raises evidence based issues which the CSP needs to consider in order to improve or maintain community safety and how communities can feel reassured and have confidence that their concerns and fears are being addressed.

This involves scanning partner data, identifying where further analysis is required as well as identifying emerging issues, vulnerable locations and people. This analysis has looked at issues in terms of trends, size of the problem, the harm caused and how this compares to elsewhere in the region and nationally.

## 5.2 Main issues identified

- Herefordshire generally has a **lower rate of crime** per head of population than across England and Wales (49 per 1,000 compared to 64 per 1,000). This is reflected in the individual crime types with only 3 crime types out of 17 ('sexual offences', 'miscellaneous crimes against society' and 'non-domestic burglary') having more offences committed per head of population than across England and Wales. The last three years have seen some convergence, with crime rates in Herefordshire decreasing more slowly than across England and Wales.
- **Total recorded crime** continues to decrease with all but 'non-domestic burglary', 'miscellaneous crimes against society', 'shoplifting', 'violence without injury', 'domestic burglary' and 'drug offences' decreasing between 2010 and 2013. The scale of decrease has not been as great as across England and Wales, but this may reflect a lower starting position.
- Crime is **concentrated in Hereford City and the market towns**, particularly Hereford City Centre. This is true for all crime types except 'burglary other' where the highest rate was in rural areas, particularly the Golden Valley.
- Based on the volume and **cost per crime** 'violent crimes with injury' and 'sexual offences' appear to cost the county the most in terms of preventing crime, the impact on victims and in response to the crime.
- The number of **sexual offences** in the county has increased considerably in the last two years, although this may be due to reporting of 'non-recent offences'. The number of offences compared to other crime types is low, but the cost of these crimes to society (particularly the physical and emotional costs for victims) means that the number is not insignificant. The rate of sexual offences per head of population in the county is slightly above that nationally - one of only three offence types above the national rate. Some services have reported an increase in referrals for victims with complex mental health needs, but it is not clear whether this is due mostly to changes in the way agencies refer cases or whether it reflects a change in need.
- The **'misuse' of alcohol** in the county impacts in a number of areas particularly for the police and health services. Alcohol is linked to a large proportion of violent crime and is particularly related to the night time economy. It is also implicated in domestic abuse. The health impacts of alcohol disproportionately affect deprived areas of the county. The number of violent crimes with injury and alcohol related assaults reporting to A&E have decreased over the last few years.

- The number of **domestic violence** and abuse offences and incidents is fairly comparable to other areas of the West Mercia force. However, there has been some increase in both DVA offences and incidents in the last two years, a fact which is reflected in violence against the person offences.
- The number of **antisocial behavior** crimes and incidents in the county has seen a continual decrease in the last three years. The number of ASB incidents recorded by the police however, is still quite large (7,900 in 2012-13 - 15% of all incidents). In 2012-13 14% of people were fearful of antisocial behaviour in their area. Residents of the most deprived areas were most likely to think ASB was an issue. There is a need to further understand whether ASB is decreasing universally across the county or whether certain hot spots are bucking this trend.
- The number of **drug offences** committed in the county has increased at a far greater rate than any other type of crime, although rates remain below those nationally. Drug related admissions to hospital saw a considerable increase in 2012-13 and evidence suggests that drug related mortality is increasing. The number of problematic drugs users (per head of population) is similar to that nationally.
- The number of people **re-offending** over the last three years has been consistently higher than would be expected given the characteristics of the cohort, although not statistically significant.
- Herefordshire continues to have a significantly higher rate of first time entrants to the **youth justice system**. It is thought that this may be explained by the sustained significantly higher detection rate, coupled with a lower use of community resolutions.
- **Hate crime** has seen a considerable increase in the last two years. The total volume of crimes is still fairly small, but there is a need to understand the reasons for the increase and monitor the trend.
- Evidence indicates there are **certain groups of people and families** that make a disproportionate call upon a number of services from different providers. Further work to understand how individuals (single people and those within families) interact with these services, could bring advantages in terms of effectiveness of intervention, especially if adopting a “whole family approach”.

There are a number of emerging issues that have been identified through consultation on the strategic assessment, including child trafficking / sexual exploitation as well as cybercrime. Understanding these issues more fully through further intelligence gathering and analysis will be undertaken and reported on as appropriate.

## 6) Herefordshire Community Safety Priorities 2014 - 2017

Following the annual strategic assessment, Herefordshire Community Safety Partnership has identified the following priorities for 2014-2017:

Priority	Objectives	Outcomes	Lead
Reduce offending and re-offending and bring offenders to account (adult and young offenders)	<ul style="list-style-type: none"> <li>•Work with Youth Offending Service Management Board to reduce the rate of first time youth offenders;</li> <li>•Work with West Mercia Criminal Justice Demand Reduction Board to implement a joined up approach to reduce overall levels of adult offending and re-offending;</li> <li>•Manage those offenders identified in the IOM cohort to reduce the harm they cause</li> <li>•Engage in the <i>Transforming Rehabilitation</i> process to bring about practical business change while working to preserve or improve the level of service to Herefordshire</li> </ul>	<ul style="list-style-type: none"> <li>•Rates of First Time Entrants to the youth justice system (per 100,000 population)at or below predicted rate;</li> <li>•Ministry of Justice rate of re-offending (per 100,000 population) at or below predicted rate;</li> <li>•Rate of reoffending for IOM cohort stabilised or lower than 2013/14 outturn.</li> </ul>	Warwickshire and West Mercia Community Rehabilitation Company
Address the harm caused by domestic violence and abuse (DVA)	<ul style="list-style-type: none"> <li>•To raise awareness of domestic violence and abuse and to provide advice and guidance on healthy, respectful relationships;</li> <li>•To ensure that people affected by domestic violence and abuse have access to appropriate advice and services;</li> <li>•To ensure that partner agencies work together, taking a whole system and family centred approach to dealing with domestic violence and abuse;</li> <li>•To ensure effective use of the criminal justice system in bringing perpetrators to account, as well as to ensure that victims are given the support they need on their</li> </ul>	<ul style="list-style-type: none"> <li>•Reduction in the harm caused to children exposed to domestic abuse</li> <li>•Increased number of domestic violence and abuse victims accessing support services leading to positive outcomes.</li> <li>•Reduction in the number of repeat cases of domestic abuse</li> </ul>	West Mercia Police

	journey through the criminal justice system.		
Address the harm caused by alcohol and drugs	<ul style="list-style-type: none"> <li>•To ensure partner agencies work together, to commission and deliver appropriate services to minimise the harm caused by alcohol and drug misuse.</li> <li>•To educate and raise awareness of sensible drinking particularly aimed at 9 – 18yrs;</li> <li>•To prevent violent crime and disorder associated with the night time economy.</li> </ul>	<ul style="list-style-type: none"> <li>• Reduction in the number of drug and alcohol related offences;</li> <li>•reduction in the number of alcohol-related A&amp;E attendances by under 18 year olds;</li> <li>•reduction in the number of alcohol-attributable hospital admissions in under 18 year olds;</li> <li>•reduction in the number of alcohol-related assaults.</li> </ul>	Public Health, Herefordshire Council
Promote community cohesion and reduce the volume of anti-social behaviour (ASB).	<ul style="list-style-type: none"> <li>•To undertake multi agency tasking approach to resolve locally identified issues;</li> <li>•To maximise the potential of community resolution and restorative justice;</li> <li>• To empower and build the confidence of individuals, communities and organisations to do more to keep themselves safe;</li> <li>•Reduce incidents of cold calling to vulnerable people in Herefordshire.</li> </ul>	<ul style="list-style-type: none"> <li>•Maintain levels of the number of people that report feeling safe in their local area;</li> <li>•Reduction in ASB and hate crimes reported to West Mercia Police</li> </ul>	Sustainable Communities, Herefordshire Council

## **Rural and Business Crime**

The Police and Crime Commissioner has also asked each West Mercia Community Safety Partnership to act as the lead body for delivery of his Rural Crime and Business Crime Strategies within each partnership area alongside the police.

The Community Safety Partnership will support the PCC to locally deliver the aim of his Rural Crime Strategy:

- To reduce harm caused by rural crime with a focus on community engagement, crime prevention and effective targeting of those who cause harm.

Herefordshire Community Safety Partnership will support the PCC to locally deliver the aim of his Business Crime Strategy:

- To reduce the harm caused by business crime with a focus on partnership working, crime prevention and effective targeting of those who cause harm.

**Keeping people safe on the county's roads** is also regarded as hugely important by the CSP. The Partnership continues to monitor safety on Herefordshire roads, although it is not a specific designated CSP priority, as partners are presently working together to address this issue.

## **7) Implementation of the Strategic Plan**

Delivery plans will be or have been developed for each priority. Measurement of success will be based on the outcome measures identified above and further supported by specific performance indicators for each priority. Reports on performance will be on a quarterly basis to the HCSP to enable trends to be monitored and remedial action to be considered if required. A lead agency has been identified for each community safety priority and it will be responsible for co-ordinating and managing the related delivery plan. This may be through specific tasking groups or through existing mechanisms. The lead agency will be responsible for providing regular updates to the HCSP.

Direct funding is received from the West Mercia Police and Crime Commissioner and HCSP will allocate this against its agreed strategic priorities.

The HCSP will undertake regular reviews based on annual strategic assessments.

## **Appendix 1 Overview of role and responsibilities of Herefordshire Community Safety Partnership (HCSP)**

### **INTRODUCTION**

Since the introduction of the Crime and Disorder Act 1998 a number of identified “responsible authorities” have had a statutory duty to work together to develop and implement strategies to tackle crime and disorder. Community safety partnerships (previously called crime and disorder reduction partnerships (CDRPs)) are defined in the Crime and Disorder Act 1998 as: “An alliance of organisations which generate strategies and policies, implement actions and interventions concerning crime and disorder within their partnership area”.

From 1 June 2014, the Herefordshire Community Safety Partnership has a minimum of six ‘responsible authorities’, comprising:

- West Mercia Police – local policing area
- Herefordshire Council
- Hereford and Worcester Fire and Rescue Service
- Warwickshire and West Mercia Community Rehabilitation Company
- National Probation Service
- Herefordshire Clinical Commissioning Group

While the term ‘partnership’ is applied to all those involved, legally, the responsible authorities (listed above) are the only bodies under a duty to meet the statutory requirements.

### **ROLE OF HEREFORDSHIRE COMMUNITY SAFETY PARTNERSHIP (HCSP)**

**In essence the role will be to reduce crime in Herefordshire and make the county a safe place to live, work and visit. To do this HCSP will**

- (a) identify ways in which the responsible authorities in the county area might more effectively implement the priorities identified in the Herefordshire Community Safety Partnership’s Strategic Assessment and three year Strategic Plan through coordinated and joint working; and
- (b) identify how the responsible authorities in the county might otherwise reduce crime and disorder or combat substance misuse through coordinated and joint working.

### **RESPONSIBILITIES**

**In order to fulfil its statutory and wider responsibilities, the Herefordshire Community Safety Partnership will**

1. Oversee strategic analysis of current activity appropriate at county level, including strategic assessments and ensure an evidence-based approach to priority-setting.
2. Agree key priorities at county level and ensure that there is a three year Community Safety Strategic Plan to deliver actions against those priorities.
3. Keep a strategic overview of progress against delivery of objectives and provide constructive challenge in areas of underperformance at a county level as appropriate.
4. Contribute to the development and implementation of other local strategies and plans, such as health and wellbeing, which are aligned to the community safety agenda, particularly to reduce duplication of effort and identify and implement possible efficiencies and increase effectiveness.
5. Raise the awareness of key issues and facilitate the exchange of information between all organisations involved that are appropriate at a countywide level.
6. To ensure compliance with the statutory duties and responsibilities stated in the Crime and Disorder Act 1998, the Police and Justice Act 2006, and in subsequent Home Office regulations.
7. Consult and engage with stakeholders and communities on the priority issues to be addressed.



8. Establish Domestic Homicide Reviews as appropriate (DHR) (as set out in the Domestic Violence and Crimes Act 2004).
9. Ensure that all authorities consider section 17 of the Crime and Disorder Act 1998 (review 2005) showing that crime and disorder, anti social behaviour; behaviour that adversely affects the environment and substance misuse issues are considered in policy and delivery.
10. Formulate and implement a strategy to reduce offending and reoffending by adult and young offenders.
11. Ensure effective mechanisms for scrutiny of crime and disorder (sec 19-21 Police and Justice Act 2006) in connection to the discharge of the responsible authorities functions around crime and disorder.
12. To co-operate with the West Mercia Police and Crime Commissioner assisting where appropriate to achieve the priorities identified in the West Mercia Police and Crime Plan and exploring opportunities for joint working.
13. To facilitate effective information sharing on behalf of all Responsible Authorities.
14. Contribute to the development and implementation of other local strategies and plans, such as health and wellbeing, which are aligned to the community safety agenda, particularly to reduce duplication of effort and identify and implement possible efficiencies and increase effectiveness.
15. Raise the awareness of key issues and facilitate the exchange of information between all organisations involved that are appropriate at a countywide level.
16. To approve the allocation of funding received as a community safety partnership and to explore coordinated use of other resources to achieve increased outcomes.
17. Review and explore developing relationships with other relevant bodies at regional and local level, such as the Local Criminal Justice Board, the Police and Crime Panel and the Health and Well Being Board.

Appendix 2 - Community Safety Strategic Indicators 2013/14

Priorities	Success measures	Strategic Indicator	Source	Performance				Target	
				Q1 13-14	Q2 13-14	Q3 13-14	Current		
50	To maintain the current stable levels of total recorded crime in Herefordshire during 2013/14	Total recorded crime	West Mercia Police	2302	2132	1974	1886		
	<b>Integrated Offender Management:</b> To reduce offending and reoffending in Herefordshire by offering a co-ordinated package of interventions for offenders on the IOM cohort.	Reduction in reoffending.	Percentage of Integrated offender cohort who reoffend	Measure still to be confirmed					
	<b>Alcohol harm reduction:</b> To educate and raise awareness of sensible drinking; reduce violent crime linked to alcohol consumption; contribute to a reduction in alcohol-related assaults presenting at A&E; and intervene early to prevent violent crime and disorder. To develop vibrant and professional night-time economy	Educate and raise awareness of sensible drinking;	The number of alcohol related incidents as recorded by the A&E database	Public Health Team	55	51	61	29	
		A reduction in the number of alcohol related assaults.	Violence against the person with injury with an alcohol flag	West Mercia Police	108	133	114	97	
	<b>Domestic Violence and Abuse</b> Address the harm caused by domestic abuse and reduce the number of repeat MARAC cases.	Reduction in the harm caused to children exposed to domestic abuse	Maximum number of children exposed to DA as recorded by: Women's Aid	West Mercia Women's Aid	151	119	138	120	
Number of children exposed to DA as recorded by: children in MARAC by quarter			West Mercia Police	47	58	55	39		

Appendix 2 - Community Safety Strategic Indicators 2013/14

Priorities	Success measures	Strategic Indicator	Source	Performance				Target
		Number of children exposed to DA as recorded by: West Mercia Police	West Mercia Police	Q4 12-13 429	Q1 13-14 454	Q2 13-14 508	Q3 13-14 501	
<b>Domestic Violence and Abuse</b> Address the harm caused by domestic abuse and reduce the number of repeat MARAC cases.	Increased number of domestic violence and abuse victims accessing support services leading to positive outcomes.	Percentage of WMWA who exit the service who have completed a programme of support	West Mercia Women's Aid	Q1 13-14 86%	Q2 13-14 87%	Q3 13-14 86%	Q4 13-14 81%	
		% of repeat MARAC cases	West Mercia Police	Q1 13-14 32%	Q2 13-14 38%	Q3 13-14 26%	Q4 13-14 21%	
		Quarterly rate		Annual rate	34%	31%	32%	
<b>Empowered localities:</b> Build capacity of practitioners and community leaders to work in communities to identify and implement local solutions to community safety issues. Adopt a multi-agency approach, (including involving communities) in priority areas where community safety is a concern. Encourage communities throughout Herefordshire to become involved in making their communities safer.	Maintain levels of the number of people that report feeling safe in their local area.	Percentage of people of people who think their local area has been safe over the last three months?	West Mercia Crime and Safety Survey	Q4 12-13 91%	Q1 13-14 87%	Q2 13-14 89%	Q3 13-14 88%	
Road Safety - watching brief	Reduce the number of people killed or seriously injured on Herefordshire roads	Number of people killed or seriously injured	Herefords hire Council	Q4 12-13 16	Q1 13-14 13	Q2 13-14 8	Q3 13-14 24	

## APPENDIX ONE - HEREFORDSHIRE COMMUNITY SAFETY STRATEGIC PLAN 2014-17

Context	Herefordshire has low levels of crime compared to the rest of England & Wales	Total recorded crime in Herefordshire continues to decrease	Calls to Herefordshire domestic abuse help line increased by 52% (2013)	Alcohol was a factor in 39% of all violence against person crimes.	Drug and sexual assault offences increasing. Hate crime increasing.	Joint approach needed for those households which engage with a number of
Vision	<i>Agencies and practitioners will work together to make Herefordshire an even safer place to live, work and visit.</i>					
Our Approach	<ul style="list-style-type: none"> <li>✓ Focus on a small number of priorities where HCSP can make a difference;</li> <li>✓ Meeting the needs of the most vulnerable people living in Herefordshire is the driving force;</li> <li>✓ Jointly commission and decommission services;</li> <li>✓ Have a joined up approach to operational practice;</li> <li>✓ Have an effective protocol for sharing information;</li> <li>✓ A joined up approach to understanding needs and setting priorities based on the evidence;</li> <li>✓ Be able to assess the effectiveness of services and deliver measurable outcomes</li> </ul>					
Our Priorities and Objectives	<p><b>Reduce Re-offending/ Bring Offenders to Account (adult and young offenders.)</b></p> <ul style="list-style-type: none"> <li>Work with Youth Offending Service Management Board to reduce the rate of first time youth offenders;</li> <li>Work with West Mercia Criminal Justice Demand Reduction Board to implement a joined up approach to reduce overall levels of adult offending and re-offending</li> <li>Manage those offenders identified in the IOM cohort to reduce the harm they cause</li> <li>Engage in the Transforming Rehabilitation process to bring about practical business change while working to preserve or improve the level of service to Herefordshire</li> </ul>	<p><b>Address the Harm caused by Alcohol and Drugs.</b></p> <ul style="list-style-type: none"> <li>To ensure partner agencies work together, to commission and deliver appropriate services to minimise the harm caused by alcohol and drug misuse;</li> <li>To educate and raise awareness of sensible drinking particularly aimed at 9 – 18yrs;</li> <li>To prevent violent crime and disorder associated with the night time economy.</li> </ul>	<p><b>Address the Harm caused by Domestic Violence and Abuse (DVA).</b></p> <ul style="list-style-type: none"> <li>Raise awareness of domestic violence and abuse and to provide advice and guidance on healthy, respectful relationships;</li> <li>Ensure that people affected by domestic violence and abuse have access to appropriate advice and services;</li> <li>Ensure that partner agencies work together, taking a whole system and family centred approach to dealing with domestic violence and abuse.</li> <li>To ensure effective use of the criminal justice system in bringing perpetrators to account, as well as to ensure that victims are given the support they need.</li> </ul>	<p><b>Promote Community Cohesion and Reduce ASB.</b></p> <ul style="list-style-type: none"> <li>To undertake multi agency tasking approach to resolve locally identified issues;</li> <li>Maximise the potential of community resolution and restorative justice;</li> <li>To empower and build the confidence of individuals, communities and organisations to do more to keep themselves safe;</li> <li>Reduce incidents of cold calling to vulnerable people in Herefordshire.</li> </ul>		
Outcomes 2014/17	<ul style="list-style-type: none"> <li>Rates of First Time Entrants to the youth justice system (per 100,000 population) at or below predicted rate;</li> <li>Ministry of Justice rate of re-offending (per 100,000 population) at or below predicted rate;</li> <li>Rate of reoffending for IOM cohort stabilised or lower than 2013/14 outturn.</li> </ul>	<ul style="list-style-type: none"> <li>Reduction in the number of drug and alcohol related offences;</li> <li>reduction in the number of alcohol-related A&amp;E attendances by under 18 year olds;</li> <li>reduction in the number of alcohol-attributable hospital admissions in under 18 year olds;</li> <li>reduction in the number of alcohol-related assaults.</li> </ul>	<ul style="list-style-type: none"> <li>Reduction in the harm caused to children exposed to domestic abuse</li> <li>Increased number of domestic violence and abuse victims accessing support services leading to positive outcomes.</li> <li>Reduction in the number of repeat cases of domestic abuse</li> </ul>	<ul style="list-style-type: none"> <li>Maintain levels of the number of people that report feeling safe in their local area;</li> <li>Reduction in ASB and hate crimes reported to West Mercia Police</li> </ul>		
Horizon scanning / watching brief	<ul style="list-style-type: none"> <li>Certain groups of people and families with multiple issues and problems make a disproportionate call upon a number of services from different providers                             <ul style="list-style-type: none"> <li>Emerging trends – increase in rural crime, hate crime, cybercrime, child trafficking / sexual exploitation.</li> </ul> </li> <li>Need to monitor the effectiveness of management of offenders under the new Transforming Rehabilitation arrangements                             <ul style="list-style-type: none"> <li>Ensure appropriate response / compliance to new legislation</li> <li>Maximise commissioning opportunities working with PCC</li> </ul> </li> </ul>					
Links to Police and Crime Plan	<p style="text-align: center;">HCSP will support the Police and Crime Commissioner to deliver the Police and Crime Plan across West Mercia, to include:</p> <ul style="list-style-type: none"> <li>To reduce harm caused by rural crime with a focus on community engagement, crime prevention and effective targeting of those who cause harm</li> <li>To reduce the harm caused by business crime with a focus on partnership working, crime prevention and effective targeting of those who cause harm</li> </ul>					



<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>TREASURY MANAGEMENT OUTTURN 2013/14</b>
<b>REPORT BY:</b>	<b>CHIEF FINANCIAL OFFICER</b>

## Classification

Open

## Key Decision

This is not a key decision.

## Wards Affected

County-wide

## Purpose

To approve the Treasury Management out-turn for 2013/14.

## Recommendations

**THAT: the final Treasury Management outturn for 2013/14 and associated prudential indicators be approved.**

## Alternative Options

There are no alternative options

## Reasons for Recommendations

- 1 The Constitution requires that Council approve the Treasury Management out-turn for 2013/14.

## Key Considerations

- 2 The Treasury Management 2013/14 out-turn was an underspend of £251k on borrowing costs, largely achieved through delaying taking out Public Works Loan Board (PWLB) loans by utilising internal reserves and short-term borrowing from

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Further information on the subject of this report is available from Peter Robinson, Chief Financial Officer, on Tel (01432) 383519

other local authorities. It also includes capitalised interest on schemes over 12 months duration. Investment income over-achieved by £73k as both average balances and interest rates were higher than originally budgeted. Appendix 1 includes a detailed analysis and the formal treasury management out-turn report in line with the CIPFA Code of Practice on Treasury Management. The council has complied with its prudential indicators for 2013/14, which were approved on 18 February 2013 as part of the council's Treasury Management Strategy Statement.

## **Community Impact**

- 3 The recommendations do not have any direct community impact, however, effective management of resources enables the council to direct those resources to support the corporate plan priorities.

## **Equality and Human Rights**

- 4 The recommendations do not have any equality implications

## **Financial Implications**

- 5 These are set out in the report.

## **Legal Implications**

- 6 None.

## **Risk Management**

- 7 Council is required to approve the Treasury Management out-turn position under financial reporting requirements with monitoring reported to Cabinet throughout the year.

## **Consultees**

- 8 None

## **Appendices**

Appendix 1 Annual Treasury Management Report 1013/14

## **Background Papers**

- None identified.

**Annual Treasury Management Report 2013/14****1. Background**

- 1.1 The council's treasury management activity is underpinned by CIPFA's Code of Practice on Treasury Management. Before the start of every year the Code requires local authorities to produce Prudential Indicators and a Treasury Management Strategy Statement detailing the policies and objectives of the council's treasury management activities for the forthcoming year. After the year end an outturn report is then produced detailing the actual results for the year.

**2. Economic Background**

- 2.1 At the beginning of 2013-14 lack of growth in the UK economy, the threat of a 'triple-dip' recession alongside falling real wages (i.e. after inflation) and low business investment were a concern for the Bank of England's Monetary Policy Committee.
- 2.2 In August 2013 the Bank of England gave forward guidance pledging to not consider raising the bank base rate until the unemployment rate fell below 7%. In the Bank's initial forecast, this level was only expected to be reached in 2016. Although the Bank stressed that this level was a threshold for considering an increase in rate rather than an automatic trigger, markets began pricing in a much earlier rise than was warranted and, as a result, gilt yields (and hence borrowing rates from the Public Works Loan Board) rose aggressively.
- 2.3 As the year progressed the recovery in the UK surprised with strong economic activity and growth. The last quarter of 2013 showed year-on-year growth of 2.7%. Much of the improvement was down to the dominant service sector, and an increase in household consumption buoyed by the pick-up in housing transactions which were driven by higher consumer confidence, greater availability of credit and strengthening house prices which were partly boosted by government initiatives such as Help-to-Buy. However, business investment had yet to recover convincingly and the recovery was not accompanied by meaningful productivity growth.
- 2.4 Inflation (as measured by the Consumer Price Index) fell from 2.8% in March 2013 to 1.7% in February 2014, the lowest rate since October 2009, helped largely by easing commodity prices and discounting by retailers, reducing the pressure on the Bank to raise rates. In February the Bank stepped back from forward guidance relying on a single indicator – the unemployment rate – to more complex measures which included spare capacity within the economy. The Bank also implied that when official interest rates were raised, the increases would be gradual – this helped underpin the 'low for longer' interest rate outlook despite the momentum in the economy.
- 2.5 Gilt yields ended the year higher than at the start. The peak in yields was during autumn 2013. The biggest increase was in 5-year gilt yields which increased by nearly 1.3% from 0.70% to 1.97%. 10-year gilt yields rose by nearly 1% ending the year at 2.73%. The increase was less pronounced for longer dated gilts; 20-year yields rose from 2.74% to 3.37% and 50-year yields rose from 3.23% to 3.44%. Gilt yields determine borrowing rates from the Public Works Loan Board (with the rates available to the council set at approximately 0.80% above the equivalent gilt yields)

## Annual Treasury Management Report 2013/14

and so interest rates on new PWLB loans also increased.

### 3. Council Borrowing Requirement and Debt Management

3.1 In line with the treasury strategy for the year the council did not take out any new longer-term finance during 2013-14 and increased its use of short-term loans from other local authorities.

3.2 Borrowing during the year is summarised in the table below:

<b>Borrowing Activity in 2013/14</b>	<b>01/04/13 Balance £m</b>	<b>New Borrowing £m</b>	<b>Debt Maturing £m</b>	<b>31/03/14 Balance £m</b>
Short-term borrowing	16.00	75.50	(60.00)	31.50
Long-term borrowing	140.53	-	(4.00)	136.53
<b>TOTAL BORROWING</b>	<b>156.53</b>	<b>75.50</b>	<b>(64.00)</b>	<b>168.03</b>
Other long-term liabilities	28.71	0.17	(1.17)	27.71
<b>TOTAL EXTERNAL DEBT</b>	<b>185.24</b>	<b>75.67</b>	<b>(65.17)</b>	<b>195.74</b>
<i>The above amounts show the principal outstanding. The figures in the council's annual accounts will be higher as they include accrued interest and other accounting adjustments.</i>				

3.3 The council's underlying need to borrow at 31/03/14, as measured by the Capital Financing Requirement (CFR), was £216.65m. The difference of £20.91m between the CFR and total external borrowing represents internal borrowing from usable reserves and working capital.

3.4 With short-term interest rates being much lower than long-term rates, it is currently more cost effective to borrow short-term loans from other local authorities. By doing so the council is able to reduce borrowing costs and reduce overall treasury risk. Whilst such a strategy is most likely to be beneficial over the next 2-3 years as interest rates remain low, the policy will be kept under review and short-term loans will be replaced with longer term finance when it is deemed prudent to do so.

3.5 In 2013/14 the council's weighted average cost of total borrowing was 3.48%. The weighted average cost of long term borrowing was 4.05% compared to 0.40% for short-term borrowing (0.40% being the gross cost including broker's commission of between 0.03% and 0.10%).

3.6 The council's capital financing costs in 2013/14 have been as follows.



## Annual Treasury Management Report 2013/14

Capital financing costs for 2013-14	Budget	Outturn	(Over) / Under spend
	£m	£m	£m
<b>Minimum Revenue Provision</b> (provision for repayment of loan principal)	<b>9.58</b>	<b>9.58</b>	-
<b>Interest on existing PWLB and bank loans</b> (actuals include accrued interest and other year end accounting adjustments not in budget)	<b>5.65</b>	<b>5.62</b>	<b>0.03</b>
<b>Variable rate borrowing for 2013/14</b> (Budget being £29m of short-term LA loans at an interest rate of 0.60%)	<b>0.17</b>	<b>0.11</b>	<b>0.06</b>
<b>Fixed rate borrowing for 2013/14</b> (Budget included provision for £17 million longer-term PWLB loans at 3.20% taken out mid-year)	<b>0.27</b>	-	<b>0.27</b>
<b>Other interest paid</b> (including finance lease interest)	<b>0.30</b>	<b>0.31</b>	<b>(0.01)</b>
<b>Reduction in budget contributions from service areas</b>	<b>(0.13)</b>	-	<b>(0.13)</b>
<b>Less capitalised interest</b>	<b>(0.30)</b>	<b>(0.33)</b>	<b>0.03</b>
<b>TOTAL</b>	<b>15.54</b>	<b>15.29</b>	<b>0.25</b>

#### 4. Investments

4.1 The council follows CLG's Investment Guidance which requires local authorities to focus on security and liquidity in priority to yield.

4.2 Investments held at the start and end of the year were as follows:

Investments	01/04/2013 Balance £m	Investments Made £m	Maturities/ Withdrawals £m	31/03/2014 Balance £m
Instant Access Accounts	0.97	321.80	(316.94)	5.83
Notice Accounts	-	22.00	(17.00)	5.00
Term Deposits	8.50	41.69	(37.69)	12.50
<b>Total</b>	<b>9.47</b>	<b>385.49</b>	<b>(371.63)</b>	<b>23.33</b>
<b>Increase in investments</b>				<b>13.86</b>

4.3 Security remains the council's main objective. This was maintained by following the council's counterparty policy as set out in its Treasury Management Strategy Statement for 2013/14 which defines "high credit quality" organisations as those

## Annual Treasury Management Report 2013/14

having a long-term credit rating of A- or higher that are domiciled in the UK or a foreign country with a sovereign rating of AA+ or higher.

- 4.4 In March Moody's downgraded the long-term credit ratings of both the Royal Bank of Scotland and NatWest Bank to Baa1. As this rating is below the council's minimum credit criterion of A-, the Royal Bank of Scotland was withdrawn from the counterparty list for further investment and NatWest, which is the council's bank, is now only being used for operational and liquidity purposes.
- 4.5 Interest received during the year was as follows:

Month	Amount invested		Average rate of interest earned		Amount of interest £'000	Budget £'000	Surplus £'000
	Actual £m	Budget £m	Actual %	Budget %			
Apr-13	30.41	30	0.85%	0.70%	21	18	3
May-13	50.50	40	0.87%	0.70%	37	23	14
Jun-13	52.57	40	0.84%	0.70%	36	23	13
Jul-13	51.18	40	0.84%	0.70%	37	23	14
Aug-13	49.75	35	0.84%	0.70%	35	20	15
Sep-13	50.52	35	0.81%	0.70%	34	20	14
Oct-13	46.22	30	0.78%	0.70%	31	17	13
Nov-13	40.17	25	0.66%	0.70%	22	15	7
Dec-13	34.18	20	0.62%	0.70%	18	11	7
Jan-14	40.39	20	0.59%	0.70%	20	12	9
Feb-14	41.06	15	0.62%	0.70%	19	9	10
Mar-14	32.58	15	0.66%	0.70%	18	8	10
<b>Sub-Total</b>					<b>328</b>	<b>199</b>	<b>129</b>
<b>Savings already declared and budget increased</b>					<b>-</b>	<b>60</b>	<b>(60)</b>
<b>Treasury Management outturn for year</b>					<b>328</b>	<b>259</b>	<b>69</b>
<b>Add other interest receivable on loans etc</b>					<b>4</b>	<b>-</b>	<b>4</b>
<b>Total</b>					<b>332</b>	<b>259</b>	<b>73</b>

- 4.6 The interest received in the year exceeded budget due to the amounts invested being higher than the budgeted amounts and the average interest rates achieved being higher than budget for the first seven months of the year to October 2013. Interest rates on the council's bank accounts fell sharply during the year with the result that the average interest rate achieved fell short of budget in the final five months.
- 4.7 The average interest rate achieved during the year was 0.75% which compares favourably with the generally accepted benchmark of the average 7-day London Inter-Bank Bid (LIBID) rate of 0.41%.

## 5. Compliance with Prudential Indicators

- 5.1 The Authority confirms that it has complied with its Prudential Indicators for 2013/14, approved on 18 February 2013 as part of the council's Treasury Management

**Annual Treasury Management Report 2013/14**

Strategy Statement. Details can be found in Appendix 1.

- 5.2 In accordance with the requirements of the CIPFA Code of Practice this report provides members with a summary report of the treasury management activity during 2013/14. None of the Prudential Indicators have been breached and a prudent approach has been taken in relation to investment activity with priority being given to security and liquidity over yield.
- 5.3 The council also confirms that during 2013/14 it complied with its Treasury Management Policy Statement and Treasury Management Practices.

## Annual Treasury Management Report 2013/14

**Appendix 1**  
**Performance Indicators**

**(a) Capital Financing Requirement (CFR)**

Estimates of the council's cumulative maximum external borrowing requirement for 2013/14 to 2015/16 are shown in the table below:

<b>Capital Financing Requirement</b>	31/03/2014 Approved £m	<b>31/03/2014 Actual £m</b>	31/03/2015 Estimate £m	31/03/16 Estimate £m
<b>Total CFR</b>	<b>230,952</b>	<b>216,645</b>	<b>264,038</b>	<b>289,809</b>

Total debt is expected to remain at or below the CFR during the forecast period.

**(b) Authorised Limit and Operational Boundary for External Debt**

- The Local Government Act 2003 requires the Council to set an Affordable Borrowing Limit or Authorised Limit. This is a statutory limit which should not be breached.
- The Operational Boundary is based on the same estimates as the Authorised Limit but reflects the most likely, prudent but not worst case scenario without the additional headroom included within the Authorised Limit.
- The Chief Officer – Finance and Commercial confirms that there were no breaches to the Authorised Limit and the Operational Boundary during the year.

	<b>Approved Operational Boundary for 2013/14 £m</b>	<b>Approved Authorised Limit for 2013/14 £m</b>	<b>Actual External Debt as at 31/03/2014 £m</b>
Borrowing	195.00	200.00	168.03
Other Long-term Liabilities	35.00	40.00	27.71
<b>Total</b>	<b>230.00</b>	<b>240.00</b>	<b>195.74</b>

**(c) Upper Limits for Fixed Interest Rate Exposure and Variable Interest Rate Exposure**

This indicator is set to control the council's exposure to interest rate risk. The indicator sets upper limits on fixed and variable rate interest rate exposures, expressed as the proportion of net principal borrowed.

	<b>Approved Limits for 2013/14 %</b>	<b>Maximum during 2013/14 %</b>
<b>Upper Limit for Fixed Rate Exposure</b>	100%	100%
<b>Upper Limit for Variable Rate Exposure</b>	25%	7.34%

## Annual Treasury Management Report 2013/14

Note that the above indicator relates to net debt. Therefore if the council has variable rate investments at the same level as its variable rate debt it is deemed to have no variable rate exposure (all council investments are regarded as being at variable rate because no investments are for more than one year). For 340 days in the year the council's investments exceeded its variable rate short-term borrowing and so the effect of an increase in interest rates on revenue may well have been positive.

**(d) Maturity Structure of Fixed Rate Borrowing**

This indicator is to limit large concentrations of fixed rate debt needing to be replaced at times of uncertainty over interest rates.

<b>Maturity Structure of Fixed Rate Borrowing</b>	<b>Lower Limit %</b>	<b>Upper Limit %</b>	<b>Actual Fixed Rate Borrowing 31/03/2014 £m</b>	<b>% Fixed Rate Borrowing 31/03/2014</b>
Under 12 months (including £12m of LOBO loans)	0%	30%	<b>16.01</b>	<b>11.7%</b>
12 months and within 24 months	0%	30%	<b>8.24</b>	<b>6.0%</b>
24 months and within 5 years	0%	30%	<b>15.17</b>	<b>11.1%</b>
5 years and within 10 years	0%	30%	<b>15.32</b>	<b>11.2%</b>
10 years and within 20 years	0%	40%	<b>35.79</b>	<b>26.2%</b>
20 years and within 30 years	0%	40%	<b>14.00</b>	<b>10.3%</b>
30 years and within 40 years	0%	40%	<b>9.00</b>	<b>6.6%</b>
40 years and within 50 years	0%	40%	<b>23.00</b>	<b>16.9%</b>
<b>Total</b>			<b>136.53</b>	<b>100.0%</b>

**(e) Capital Expenditure**

This indicator is set to ensure that the level of proposed capital expenditure remains within sustainable limits and, in particular, to consider the impact on council tax.

<b>Capital Expenditure</b>	<b>2013/14</b>			<b>31/03/2015 Estimate £'000</b>	<b>31/03/16 Estimate £'000</b>
	<b>Approved Budget £'000</b>	<b>October Forecast £'000</b>	<b>Actual £'000</b>		
<b>Total</b>	<b>58,076</b>	<b>51,176</b>	<b>43,403</b>	<b>85,351</b>	<b>39,909</b>

Capital expenditure has been and will be financed or funded as follows:

<b>Capital Financing</b>	<b>2013/14</b>			<b>31/03/2015 Estimate £m</b>	<b>31/03/16 Estimate £m</b>
	<b>Approved Budget £m</b>	<b>October Forecast £m</b>	<b>Actual £m</b>		
Capital grants	26,487	31,182	26,213	24,905	634
Capital receipts	1,569	3,271	1,979	3,209	1,904
Revenue funding	0	61	198	0	0

## Annual Treasury Management Report 2013/14

Prudential borrowing	30,020	16,662	15,013	57,237	37,371
<b>Total</b>	<b>58,076</b>	<b>51,176</b>	<b>43,403</b>	<b>85,351</b>	<b>39,909</b>

Prudential borrowing in future years will be less than that shown above if the level of usable reserves increases through fixed asset sales (the current years Treasury Management Strategy Statement includes projected fixed asset sales of £20 million in both 2015/16 and 2016/17).

**(f) Ratio of Financing Costs to Net Revenue Stream**

This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs, net of investment income.

<b>Ratio of Financing Costs to Net Revenue Stream</b>	<b>2013/14 Approved %</b>	<b>2013/14 Revised %</b>	<b>2013/14 Actual %</b>	<b>2014/15 Estimate %</b>	<b>2015/16 Estimate %</b>
Net Revenue Stream	150,296	150,296	150,296	<b>146,135</b>	<b>141,318</b>
Financing Costs	17,725	17,343	16,787	<b>18,288</b>	<b>19,230</b>
<b>Percentage</b>	<b>11.79%</b>	<b>11.54%</b>	<b>11.17%</b>	<b>12.51%</b>	<b>13.61%</b>

**(g) Adoption of the CIPFA Treasury Management Code**

This indicator demonstrates that the council has adopted the principles of best practice.

The council has incorporated the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice 2011 Edition* into its treasury policies, procedures and practices.

**(h) Upper Limit for Total Principal Sums Invested Over 364 Days**

The purpose of this limit is to contain exposure to the possibility of loss that may arise as a result of the Authority having to seek early repayment of the sums invested.

<b>Upper Limit for Total Principal Sums Invested Over 364 Days</b>	<b>2013/14 Approved £m</b>	<b>2013/14 Revised £m</b>	<b>2013/14 Actual £m</b>	<b>2014/15 Estimate £m</b>	<b>2015/16 Estimate £m</b>
	<b>15</b>	<b>N/A</b>	<b>0</b>	<b>10</b>	<b>10</b>



<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>LEADER'S REPORT</b>
<b>REPORT BY:</b>	<b>LEADER OF THE COUNCIL</b>

## Classification

Open

## Key Decision

This is not an executive decision.

## Wards Affected

County-wide

## Purpose

To receive a report from the Leader on the activities of Cabinet since the meeting of Council in March and an overview of key activity in 2013/14.

## Recommendations

**THAT:**

- (a) the report be noted.

## Alternative Options

- 1 There are no alternative options; it is a requirement of the council's constitution.

## Reasons for Recommendations

- 2 To ensure members are aware of the activities of Cabinet.

## Key Considerations

- 3 A list of the decisions taken by the executive since the last report to Council on 7

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March is provided at appendix A; no executive decisions taken during 2013/14 and none taken in 2014/15 to date were taken under the urgency provisions.

- 4 Council has received regular reports on the activities of the Cabinet during the year and I do not intend to repeat them here. I do want to highlight the significant progress that has been made to support the delivery of the corporate plan priorities, despite the significant financial challenges faced by the council.

## **People**

- 5 With partner organisations and under the leadership of the Herefordshire Safeguarding Children's Board, we have made progress in delivering our children's safeguarding improvement plan. We have recently undergone a further inspection which recognised the improvements made to date, finding no widespread or serious failings and no instances of children being harmed or at risk of harm. Whilst finding overall that services required improvement (progress from the previous finding of inadequate), Ofsted particularly highlighted the improvements that have been made to the quality of social work in the county through a significant reduction in case loads and positive staff morale and commitment. It is particularly pleasing that our adoption services were rated as good. Although we know there is much more to do to ensure our services in this area are as consistently good as we want them to be, the inspectors view has confirmed that we are on the right path and we will continue to drive forward improvements in this area.
- 6 The changing landscape within health and social care, the financial challenges and the local demographic changes particularly in older people has meant that improving joined up working for health and social care has been a priority. During the year, some significant changes have taken place, including organisational and management changes. However, progress has been made with increased focus to ensure that adult social care services are appropriate to meet the needs of the most vulnerable in our community, and enable individuals to take responsibility for their own care to the greatest degree possible. Through the Better Care Fund, a national initiative, and working very closely with the Herefordshire Clinical Commissioning Group we are developing much clearer joined up commissioning plans drawn up in partnership with service users and carers to ensure these changes are delivered efficiently and effectively.
- 7 2013/14 saw the council assuming responsibility for many local public health services and more will be transferred to the authority in the coming years. This provides us with the opportunity to make a real difference to the way preventative services are delivered in an integrated way with health and social care services to keep people healthy and living independently.
- 8 Following extensive lobbying with colleague local authorities Herefordshire's pupil premium (funding targeted to the most disadvantaged pupils) for 2014/15 rose to £1,300, an increase of £400 per pupil which is the largest increase the initiative has seen. Although the Dedicated Schools Grant (DSG) per pupil in Herefordshire remains 5% below the average for education authorities this increase in the pupil premium is welcomed. The government has announced that DSG will increase in 2015/16 and we await confirmation of the figures which are expected at the end of the calendar year; we will continue to lobby for fairer funding of our children's education.

## **Economy**

- 9 During 2013/14 the old livestock market site and adjacent road network underwent

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transformation and, as we entered the new municipal year, the county's residents are seeing the benefit of the hard work and private inward investment with access to new shops cinema and restaurant facilities. That eastern side of the city, which had been severed from the historic city centre by the inner ring road, now has an easy and attractive access route flowing between the two enabling shoppers and visitors to move easily between the facilities and attractions offered across the whole city centre. In the coming years we will continue to work with development partners to deliver the remaining elements of the Edgar Street Grid masterplan and again make Hereford the vibrant county town we all know it can be, and which our community rightly expects.

- 10 Following lengthy and challenging negotiations we have, jointly with our partners Worcestershire County Council, secured an extension to our waste management contract which will both be financially advantageous and meet the county's waste disposal needs in a responsible manner when our landfill capacity is reached.
- 11 As with many other rural councils across the country the lack of central government investment in our roads and the consequent condition of many of our roads has been a major cause for concern; this has been exacerbated by a series of challenging winters with snow, ice and heavy rain all contributing to an increase in potholes. Following a competitive procurement process and reviewing the council's capital programme we have been able to secure a new delivery partner, Balfour Beatty Living Places (BBLP), and make significant additional investment of £20million (bringing investment to a total of some £40million) to drive forward the pace of improvement in the condition of our roads. This investment will be further enhanced following our latest success in bidding for additional central government funding recently made available to council's able to demonstrate both need and ability to meet that need. The benefits of this investment is becoming apparent as BBLP implement the improvement programme, having initially focussed on emergency works necessary following the most recent flooding.
- 12 Members and residents alike will be fully aware that, as part of our initial negotiation with BBLP to deliver significant savings, we reduced the frequency of grass cutting across the county. I cannot pretend that we have yet got this right and can assure members that we are working with communities and BBLP to address the issue. In the short term BBLP will bring forward their current programme which will focus on play areas and parks in Hereford and the market towns over the next few weeks to get them ready for the school summer holidays. Across the rural road network Balfour Beatty has continued to keep the highway safe by cutting the visibility splays, carrying out weed spraying and maintaining the trees. However, there will now be an additional cut across the whole network starting at the end of July to tidy things up before the autumn. Details of the revised grass cutting schedules are available on the council website. The issue has already been aided significantly in some areas by the willingness of local councils, community groups and individuals in the community to become involved and help improve their areas. We will continue to work with those groups and individuals to ensure that services that are valued in the community are supported in the most effective way and have recently launched a Green Spaces Community Grant scheme to help support local people to improve their local environment; again details are available on the council website.
- 13 Working in partnership with the private sector and other councils in the Marches Local Enterprise Partnership (LEP) area, we submitted a strategic economic plan for the

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Marches LEP area as a result of which I am delighted to report that the Marches LEP has secured a total of £75.3m from the Government's Local Growth Fund to support economic growth in the area, over £40million of which will come to Herefordshire. One of the first projects to benefit from this funding will be the Hereford City transport package, which includes a new link road, unlocking the potential of the city and its investment prospects. Funding has also been earmarked in future years to support delivery of the South Wye transport package, recognizing the impact an A49/A456 link road would have on helping to develop the potential of the Enterprise Zone at Skylon Park and leading to the creation of hundreds of jobs and new homes. This is fantastic news for Herefordshire and the Marches.

- 14 We have continued to make progress in increasing access to broadband across the county and it is estimated that by the end of 2016 around 90% of premises will have access to fibre broadband with every premise having access to the government's Universal Service Commitment of at least 2Mbps. This has been enabled by BT's commercial roll-out that is complete in Hereford, Ledbury and Leominster combined with the "fastershire" programme funding from Herefordshire Council and National Government, with £10m from each partner delivering faster broadband in the county. The deployment has already started in the first area with over 4,000 premises in Herefordshire having received a fibre service as a result of the project. Further details are available at [www.fastershire.com](http://www.fastershire.com). It remains our ambition to ensure access to faster broadband to anyone who needs it by 2018. To deliver this ambition the Government has allocated an additional £5.52m for Herefordshire to extend the broadband deployment and a new Fastershire Broadband Strategy for 2014-18 reflects how additional coverage could be achieved.
- 15 After a number of years of extensive work and consultation, Council approved the draft Local Development Framework in 2013. The final pre-submission consultation has just been completed and the Plan will be submitted to the inspector for examination in public, the next stage of the formal adoption process, in the early autumn.
- 16 Adoption of the Plan alongside extant planning permissions will provide the county's five year housing land supply mitigating the risks of uncoordinated granting of planning permissions which exist in the absence of an adopted Plan. The council has continued to support and encourage the delivery of affordable housing and exceeded its targets for 2013/14.

## Resources

- 17 2013/14 began with considerable budgetary uncertainty and I am pleased with the progress we have made to ensure that the services we need to deliver are adequately resourced. This has meant that we have had to take some difficult decisions to reduce the level of some services, look at other ways of delivering them, encourage and assist others to take responsibility for service delivery and in some cases ending services – all at a pace which I can only describe as challenging. As is often the case, adversity has driven out some really innovative solutions from the community and I am delighted that in areas such as public toilets, libraries, open space management, and community based assets we are starting to make real progress in enabling groups and residents within the county to do more to help themselves and others.
- 18 We spent within our budget in 2013/14, have a three year budget strategy which will ensure that we continue to focus what resources we have on those areas we know

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(because our communities have told us) are of highest priority. I wouldn't want to suggest we can now take our foot off the pedal, as there are still significant financial reductions to be delivered and further pressures to be faced particularly in the area of social care, but the council's own finances are now in much better shape.

- 19 I have recently reviewed the portfolios of Cabinet Members and, to ensure that portfolios are manageable and reflect these continuing priorities have created a Cabinet Member portfolio focussing on transport and road delivery – I welcome Councillor Paul Rone to this role. The revised portfolios have previously been circulated to all members but are shown at appendix B for completeness.
- 20 I would like to place on record my thanks for the continuing support and challenge provided by members of the two overview and scrutiny committees. The role played by these committees is absolutely vital. Far from being seen as a 'voice of opposition' they are key contributors to developing policy, providing challenge and ensuring that decisions take account of all relevant information including the views of the community.
- 21 Finally I would also like to thank the council's employees who have worked with us to deliver these improvements, often whilst managing significant change themselves; their continued support is appreciated.

## **Community Impact**

- 22 The community impact of any decisions of the executive have been set out within the relevant decision report and taken into consideration at the time the decision was taken.

## **Equality and Human Rights**

- 23 Cabinet have paid due regard to the public sector equality duty in their decision-making as set out in the relevant decision reports.

## **Financial Implications**

- 24 The financial implications of any decisions of the executive have been set out within the relevant decision report and taken into consideration at the time the decision was taken.

## **Legal Implications**

- 25 The legal implications of any decisions of the executive have been set out within the relevant decision report and taken into consideration at the time the decision was taken.

## **Risk Management**

- 26 The risks associated with any decisions of the executive have been set out within the relevant decision report and taken into consideration at the time the decision was taken.

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## **Consultees**

27 None.

## **Appendices**

- Appendix A – Executive Decisions
- Appendix B – Cabinet Member Portfolios

## **Background Papers**

- None identified.

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Executive Decision	Date	Taken By
<i>Off Street Car Parking Charges</i> - approval was given to extend the charging hours and days to include evenings and public /bank holidays. Minor variations were agreed in April to enable the introduction of an 'off-peak' season ticket offer to users of council owned car parks in Hereford, Leominster and Ross-on-Wye; approve a variation to the charge for an electric vehicle parked in a designated charging point space; and agree an alternative option to evening charges in Ledbury car parks, as proposed by Ledbury Town Council. It was also agreed to defer consideration of a general tariff increase until the autumn to assess the impact of the old livestock market and other changes.	27/02/14 & 24/04/14	Cabinet Member Infrastructure
<i>Task &amp; Finish Group reports</i> – the executive's response to the recommendations of task & finish groups on 'Scrutiny of Children's Safeguarding in Herefordshire' and 'Cultural Services' was agreed.	27/02/14 and 13/03/14	Cabinet Member Young People & Children's Wellbeing; Cabinet Member Contracts & Assets
<i>Public Health Contracts</i> –the Cabinet Member approved arrangements for contracts novated to the council at the time of the public health transfer and formal acceptance of further services transferring from the clinical commissioning group as a result of changes in national guidance.	03/03/14	Cabinet Member Health & Wellbeing
<i>Self Directed Support Offer</i> - the policy principles underpinning the council's revised adult social care self-directed support offer were agreed.	11/03/14	Cabinet Member Health & Wellbeing
<i>Operational HR Proposal</i> – changes to the operational HR service delivery model and consequent variations to the contract with Hoople Ltd in relation to these services were agreed.	13/03/14	Cabinet Member Infrastructure
<i>Waste Collection Review</i> – a seven year contract extension for FCC Environment Ltd to continue waste collection services on behalf of the council was agreed subject to achieving significant savings by moving to alternate weekly collections of recycling and refuse.	20/03/14	Cabinet Member Contracts & Assets
<i>Ethica Contract</i> – the contract with Ethica Resourcing Limited was extended for six months to enable time to hold soft-market testing to help shape and inform the desired future delivery model and undertake a procurement process for recruitment services.	25/03/14	Cabinet Member Corporate Services
<i>Future of the Council's Smallholding Estate</i> - an options appraisal was commissioned (to include valuations of alternative use) to inform the future direction for the	27/03/14	Cabinet Member Contracts & Assets

<b>Executive Decision</b>	<b>Date</b>	<b>Taken By</b>
management of the council's smallholdings estate		
<i>Former Shell Building</i> – the renovation of the former Shell Store building at Rotherwas for a visitor attraction purpose was approved, subject to external funding being secured.	28/03/14	Cabinet Member Contracts & Assets
<i>Shared Lives and Homeshare</i> – the decision was taken to award the contract for these services (developing and extending the previous adult placement scheme) to Ategi	31/03/14	Cabinet Member Health & Wellbeing
<i>Day Opportunities Canal Road</i> -the decision was taken to award the contract for the provision of adult social care day opportunities, via a membership based service at Canal Road, to Aspire Living (Herefordshire)	31/03/14	Cabinet Member Health & Wellbeing
<i>Better Care Fund</i> - the draft Herefordshire Council and Clinical Commissioning Group joint submission for the Better Care Fund including confirmation of the future governance arrangements for the programme of work was agreement and delegated authority put in place to enable final submission within the national deadline.	31/03/14	Cabinet Member Health & Wellbeing
<i>2gether Section 75 Agreement</i> – the existing Section 75 agreements for the provision of community health support for learning disabilities services and adult mental health services, including mental health services for older people were extended for 12 months from 1 April 2014 until 31 March 2015	31/03/14	Cabinet Member Health & Wellbeing
<i>Development Management</i> – revisions to the operation and level of charging for pre-application planning advice were agreed	03/04/14	Cabinet Member Infrastructure
<i>Unmet Taxi Demand</i> – Having considered the results of the unmet demand survey report and taking into consideration national guidance, it was agreed that the current policy where no restriction on the number of hackney carriage licences exists be maintained.	03/04/14	Cabinet Member Corporate Services
<i>Reablement Services</i> – the contract for adult social care reablement services was awarded to Herefordshire Housing.	14/04/14	Cabinet Member Health & Wellbeing
<i>Home &amp; Community Support</i> – a total of 41 providers were approved for entry onto the framework agreement for future provision of adult social care home and community support services	14/04/14	Cabinet Member Health & Wellbeing
<i>Bath Street</i> – approval was given to dispose of the land and buildings known as the Bath Street Offices, Hereford to the Hereford & Worcester Fire and Rescue Service on the basis of a land swap to enable the delivery of a new fire station for Hereford City	14/04/14	Cabinet Member Contracts & Assets

<b>Executive Decision</b>	<b>Date</b>	<b>Taken By</b>
<i>Delivery Plan</i> - the projects and measures within the 2014/15 corporate delivery plan were agreed	10/04/14	Cabinet
<i>Corporate Performance and Financial Outturn</i> – Cabinet reviewed performance and financial outturn reports.	10/04/14 & 12/06/14	Cabinet
<i>West Mercia Adoption</i> - the future operating model for a West Mercia Adoption Service was agreed	10/04/14	Cabinet
<i>Hereford Futures</i> - arrangements put in place to accomplish the close down of Hereford Futures Ltd (HFL) on a solvent basis and manage the effective operation of ongoing projects were agreed.	10/04/14	Cabinet
<i>Internal Audit</i> – South West Audit Partnership were selected to provide the council's internal audit service.	10/04/14	Cabinet
<i>Friday Food Fair</i> - the setting up of a weekly Friday food fair/ market in Hereford city centre was approved	17/04/14	Cabinet Member Corporate Services
<i>Co-ordinated Admission Arrangements</i> – admission arrangements for the 2015/16 school year were approved.	22/04/14	Cabinet Member Young People & Children's Wellbeing
<i>Youth Offending Service</i> – revised hosting arrangements for the West Mercia Youth Offending Service were approved pending the planned commissioning of the service by April 2015	22/04/14	Cabinet Member Young People & Children's Wellbeing
<i>Domestic Violence</i> - the current contract for the Herefordshire Domestic Violence and Abuse Support Service contract was extended for a period of five months to enable a strategic review of commissioning options to be completed.	15/05/14	Cabinet Member Health & Wellbeing
<i>Autism Strategy</i> – the Autism Strategy 2014/17 was approved.	15/05/14	Cabinet Member Health & Wellbeing
<i>Infrastructure Delivery Plan</i> - an update to the Infrastructure Delivery Plan (IDP) was approved and the process by which the IDP will continue to be updated was agreed.	16/05/14	Cabinet Member Infrastructure
<i>Buchanan Trust</i> – the draft scheme (being the new governing document) for the Buchanan Trust was approved for consultation in accordance with the requirements of the Charity Commission for England & Wales	22/05/14	Cabinet Member Corporate Strategy & Finance
<i>New University</i> - approval was given to enter into a memorandum of understanding with the New University Herefordshire (a Tertiary Educational Trust) and to commence negotiations on the granting of options for council owned sites (including those in which the Homes and Communities Agency have an interest), in order to support the development of a	22/05/14	Cabinet Member Contracts & Assets

Executive Decision	Date	Taken By
university for the county.		
<i>Intensive Placement Support</i> - the service specification for Herefordshire Intensive Placement Support (HIPS) and Therapeutic Intervention Support Service (TISS) for children and young people in care or at risk of care were approved and the contract awarded to Action for Children	23/05/14	Cabinet Member Young People & Children's Wellbeing
<i>Passenger Transport Framework</i> - the new framework of operators eligible to tender for Herefordshire Council passenger transport service contracts was approved.	23/05/14	Cabinet Member Health & Wellbeing
<i>Post 16 Transport Policy</i> - the Herefordshire Post 16 Transport policy for 2014/2015 was approved	28/05/14	Cabinet Member Young People & Children's Wellbeing
<i>Residential &amp; Nursing Home Fees for Older People</i> - the usual price the council pays for the purchase of residential and nursing home care for older people (persons aged 65 or over) with assessed eligible needs was agreed together with an associated implementation plan.	12/06/14	Cabinet
<i>NNDR Discretionary Relief</i> - a new Discretionary Rate Relief Charter to facilitate a revised "Policy for Awarding Discretionary Rate Relief" to be implemented in April 2015 was approved	12/06/14	Cabinet
<i>Understanding Herefordshire</i> - The evidence base (consisting of Understanding Herefordshire and the underpinning data) was noted and agreed it continue to be used to inform future planning, decision making and commissioning. In the light of the evidence base, it was agreed that no changes be recommended to Council re the 2013/15 corporate plan. The timetable for development of the 2015/16 budget proposals was agreed.	12/06/14	Cabinet
<i>Regulation of Investigatory Powers Act</i> – the Regulation of Investigatory Powers Act 2000 (RIPA) policy, having been reviewed and updated to reflect legislative changes under the Protection of Freedoms Act 2012, was approved	12/06/14	Cabinet
<i>Broadband</i> – utilisation of the Fastershire Broadband Strategy 2014-2018 was agreed to resolve the residual problems of high-speed broadband connectivity across the county, and a number of external funds to enable the strategy to be delivered were accepted.	17/06/14	Cabinet Member Health & Wellbeing
<i>Community Safety Strategy</i> – the draft strategy was recommended to Council and appears elsewhere on the agenda.	03/07/14	Cabinet



## CABINET MEMBER PORTFOLIOS – June 2014

**LEADER (CORPORATE STRATEGY AND FINANCE): COUNCILLOR AW JOHNSON**

**External Liaison Support: Councillor RJ Phillips**

- Corporate policies and strategy
- Agreeing and leading the process for recommending the budget , Council Tax and NNDR to Council
- Recommend to Council the policy framework
- Key partnerships and external relationships
- Local government issues
- Financial policy and financial control
- Council tax benefits
- Economic development & regeneration
- External Liaison
  - LGA/CCN
  - Local Enterprise Partnership
  - Enterprise Zone
- European, national and regional matters
- Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio
- Any initiative not specifically allocated to any other portfolio

Supported by Cllr Phillips

## **CORPORATE SERVICES: COUNCILLOR PM MORGAN (DEPUTY LEADER)**

- Community engagement & development
- Customer services
- Community safety
- Equalities and human rights
- Emergency planning and business continuity
- Risk management
- Performance management and improvement framework
- Research
- Modern records
- Legal & democratic services
- Land charges
- Registration services
- Coroner services
- ICT Strategy
- Communications strategy
- HR
- Shared Services
- Bereavement services
- Gypsies and travellers
- Animal Health & Welfare
- Licensing
- Environmental Health
- Trading Standards
- Market and fairs
- Deputise for the Leader of the Council in his absence
- Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio
- Any other specific responsibilities as allocated by the Leader

## CONTRACTS & ASSETS: COUNCILLOR H BRAMER

- Major contract negotiation
- Commissioning (strategic)
- Oversight and Management of contracts
- Oversight and management of Council assets/property
- Waste
- Common land
- Community services
  - Parks and countryside
  - Leisure services
  - Cultural services
  - Libraries
  - Heritage services
  - Archives
  - Public conveniences
  - Public rights of way
- Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio
- Any other specific responsibilities as allocated by the Leader

#### **HEALTH & WELLBEING: COUNCILLOR GJ POWELL**

- To provide leadership and ensure coordination across the range of Local Authority adult social care services, and through engagement with partners
- Services for vulnerable adults
- Adults safeguarding
- Strategic housing, homelessness, housing allocation and condition
- Public Health
- Leadership of Health & Wellbeing Board, and partnership working with the health services
- Lead member for Health and Social Care in accordance with the Health & Social Care Act 2012
- Broadband
- Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio
- Any other specific responsibilities as allocated by the Leader

#### **INFRASTRUCTURE: COUNCILLOR PD PRICE**

- Transport and highways (policy and strategy)
- Core Strategy
- Land drainage, flood alleviation, rivers and waterways
- Planning, conservation and land use strategy
- Environmental promotion, protection & sustainability
- Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio
- Any other specific responsibilities as allocated by the Leader

## **TRANSPORT & ROADS: COUNCILLOR P RONE**

- Transport and highways (operations)
- Streetscene design, policy and delivery
- Traffic Management
- Car parking policy and services
- Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio
- Any other specific responsibilities as allocated by the Leader

## **YOUNG PEOPLE & CHILDREN'S WELLBEING: COUNCILLOR JW MILLAR**

**Support Team Member: Councillor J Hyde**

- To provide leadership and ensure coordination across the range of Local Authority children's services, and through engagement with partners, with a particular focus on children and young people's health & wellbeing, safeguarding, education and attainment
- Services for vulnerable young people/children/families
- Children's safeguarding
- Youth offending services
- Lead member for Children's Services in accordance with the Children's Act 2004
- Leadership and support for schools across the authority
- Post 16 education and training
- Corporate parenting
- Policy development, quality assurance, external liaison, localities development, performance improvement and risk assurance relevant to the portfolio
- Any other specific responsibilities as allocated by the Leader





<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>ANNUAL REPORTS FROM COMMITTEES</b>
<b>REPORT BY:</b>	<b>GOVERNANCE MANAGER</b>

## Classification

Open

## Key Decision

This is not an executive decision.

## Wards Affected

County-wide

## Purpose

To note the following annual reports:

- A) Audit and Governance Committee
- B) General Overview and Scrutiny Committee
- C) Health and Social Care Overview and Scrutiny Committee
- D) Health and Wellbeing Board
- E) Planning Committee
- F) Regulatory Committee

## Recommendation(s)

**THAT: the annual reports from committees be noted.**

## Alternative Options

- 1 There are no alternative options as the report is for information.

## Reasons for Recommendations

- 2 To comply with the requirement in the council's constitution that Council will receive annual reports from committees.

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Further information on the subject of this report is available from  
T Brown, Democratic Services Officer, on Tel (01432) 260239

## Key Considerations

- 3 The annual reports appended to this report summarise the work of Committees between the annual Council meetings held on 24 May 2013 and 23 May 2014.
- 4 Copies of agenda papers and Minutes for all meetings of these Committees are available on the Council's website:

<https://www.herefordshire.gov.uk/meetings>

## Background Papers

- None identified



<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>ANNUAL REPORT OF THE AUDIT AND GOVERNANCE COMMITTEE</b>
<b>REPORT BY:</b>	<b>AUDIT AND GOVERNANCE COMMITTEE</b>

## **Classification**

Open

## **Key Decision**

This is not an executive decision.

## **Wards Affected**

County-wide

## **Purpose**

To inform Council of the work undertaken by the Audit and Governance Committee from May 2013 to May 2014.

## **Recommendation(s)**

**THAT: the report be noted.**

## **Alternative Options**

- 1 There are no alternative options as the report is for information.

## **Reasons for Recommendations**

- 2 To comply with the requirement in the council's constitution that Council will receive annual reports from committees.

## **Key Considerations**

- 3 This report summarises the work of the Audit and Governance Committee between the annual Council meetings held on 24 May 2013 and 23 May 2014.
- 4 The committee met 5 times in the reporting period. The principal areas of business considered are summarised below.

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Further information on the subject of this report is available from  
T Brown, Democratic Services Officer, on Tel (01432) 260239

## **External Audit**

- 5 The Committee noted the audit findings from the annual audit of the Council's annual accounts and requested that an updated action plan and identified risks be considered at every meeting along with a management response in respect of each point on the plan.
- 6 The Auditors issued an unqualified opinion on the Statement of Accounts for 2012/13.
- 7 The Committee noted that the Annual Audit Letter 2012/2013 had highlighted four key issues for the Council to focus on in the ensuing year: the Council's financial position, adult social care, waste disposal and safeguarding children.
- 8 As part of the work to support its value for money conclusions the external auditors reviewed the Council's arrangements for securing financial resilience. The Committee noted the external auditors' conclusion that the Council faced very serious financial risks which needed to be responded to urgently. The Committee was assured that arrangements had been put in place to address the risks that had been identified.
- 9 The Committee has received progress reports from the external auditors on how they are discharging their responsibilities and on relevant emerging national issues and developments and considered a report on the risk assessment for the Council.
- 10 As part of its progress report The External Auditors informed the Committee of the "2016 tipping point? Challenging the current", the third report by Grant Thornton in an annual series assessing whether local authorities had the arrangements in place to ensure their sustainable financial future. The Committee has agreed that if the Chief Financial Officer becomes concerned about the Council's financial resilience in the light of the findings of the "2016 tipping point report" by Grant Thornton a report will be made to the Committee.

## **Internal Audit**

- 11 The Committee noted the Annual Assurance report 2012/13 and requested that managers be reminded of the need to engage fully with the audit process and respond within the required timescales.
- 12 The Committee supported and endorsed actions proposed in order to address the recommendations of the internal audit review with respect to the Data Protection Act 1998 and the actions proposed in order to address the areas of improvement identified by the Information Commissioner's Office in its consensual audit in respect of that Act.
- 13 The Committee was informed as part of the progress report on internal audit work that there were four areas where the auditors considered 'Limited Assurance' was provided: Data Protection, Income Collection, Public Health – Food Licensing, and the gypsy and Traveller function. The Committee has noted the management action being taken in response.
- 14 The Committee was informed of the proposal to employ the South West Audit partnership as the Council's new internal audit partners and has noted the confirmation of their appointment. The Committee has been informed that this will provide additional audit resource.

## **Community Governance Review**

- 15 A Community Governance Review considers whether the electoral arrangements for particular areas are appropriate and if there should be any changes in the areas covered by town and parish councils to make sure communities are represented fairly and appropriately.
- 16 Council approved a community governance review of the areas of Ross Town Council and Ross Rural Parish Council, following a request from Ross Town Council, supported by Ross Rural Parish Council. It allocated responsibility for undertaking Community Governance Reviews to the Audit and Governance Committee. .
- 17 The Committee appointed a working group to undertake the review. The group has almost concluded its work and will report to the Committee in September. The Committee will then make recommendations to Council.

## **Council Constitution**

- 18 The Committee has been informed of a number of technical amendments to the Constitution, reflecting changes made to job titles and/or job responsibilities, and the law and incorporating decisions taken by Council.
- 19 The Committee is establishing a working group to participate in reviews of the constitution which will report to the Audit and Governance Committee which will then make recommendations to Council on any proposed changes to the Constitution.
- 20 Council on 23 May agreed to augment the Committee's own terms of reference allocating it responsibilities in relation to funding provided to Mercia Waste Management Ltd to deliver the waste project.

## **Review of the Standards Process**

- 21 The Committee considered reports of the Standards Panel on six complaints. This prompted discussion of the Standards process and the Committee subsequently considered alternative options for the operation of the process.
- 22 The Localism Act 2011 has changed the nature of the standards regime, providing for a limited range of less severe sanctions to be determined locally and removing the national Standards Board. In these circumstances it seemed appropriate to seek to make the standards process less intensive and achieve a more proportionate use of resources.
- 23 The Committee agreed that subject to consultation with the appointed independent persons and Herefordshire Association of Local Councils (HALC), a revised complaints process be recommended to Council which includes retention of the standards panel; and that the standards panel in future considers only written evidence unless the subject of the complaint requests to exercise their right to be heard by the Panel. A report will be made to Council in September.

## **Annual Governance Statement 2012/13**

- 24 The Committee approved the draft Annual Governance Statement. It is intended that the Statement will in future be more action focussed enabling monitoring of progress to be carried out during the year. It will also review the quality of audit work.

25 The Committee also wishes to place on record its thanks to the outgoing Chairman, Councillor Stone.

## **Background Papers**

- None identified

<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>ANNUAL REPORT OF THE GENERAL OVERVIEW AND SCRUTINY COMMITTEE 2013/14</b>
<b>REPORT BY:</b>	<b>GENERAL OVERVIEW AND SCRUTINY COMMITTEE</b>

## **Classification**

Open

## **Key Decision**

This is not an executive decision.

## **Wards Affected**

County-wide

## **Purpose**

To inform Council of the work undertaken by the General Overview and Scrutiny during the municipal year 2013/14.

## **Recommendation**

**THAT: the report be noted**

## **Alternative Options**

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

## **Reasons for Recommendations**

- 2 To comply with the requirement in the council's constitution that Council will receive annual reports from committees.
- 3 The scrutiny function is a legal requirement by virtue of Schedule 2 of the Localism Act 2011.

## Key Considerations

- 4 Since the Annual Meeting of Council, the General Overview and Scrutiny Committee has met in public on twelve occasions and also met jointly with the Health and Social Care Overview and Scrutiny Committee to review budget proposals. The Committee also met to undertake a call in of cabinet's decision regarding changes to the school transport funding arrangements.
- 5 From January 2014 the frequency of meetings was reduced and, to facilitate more effective working arrangements better use has been made of informal workshops and briefings. Task and finish reviews remain the appropriate forum for more in depth reviews of subject areas.
- 6 A number of subjects have been considered by the Committee throughout the year, notably the Local Development Plan, the Waste Management contract and arms length companies.
- 7 A summary of the Committee's work is provided below

### Scrutiny Reviews

The following in-depth scrutiny reviews have been completed or are in progress:

- Housing Allocation Policy
- Community Infrastructure Levy, Part 2
- Cultural Services
- Fire and Rescue Service Consultation
- Household Recycling Centres
- Digital Strategy (in progress)

### Pre-Decision Scrutiny

The following matters were subject to pre-decision scrutiny:

- Consultation on the Local Development Framework
- Budget 2013-2014 and Medium Term Financial Strategy
- Waste management contract

### Call In

There was one call in of the Cabinet decision concerning the changes to Hereford Schools and Post-16 Transport Policy).

### Updates

The Committee has heard updates on:

- Streetscene
- Freedom of Information and arms lengths companies
- Governance of Hereford Futures
- School Examinations Performance
- Update from the Police Crime Commissioner
- The Changes to the Probation Service
- Community Safety Strategy

- 8 The Chairman of the General Overview and Scrutiny Committee would like to thank members of the public and co-opted members of the Committee for their continued participation in the work of the Committee during the year.
- 9 The Committee would also like to give thanks to the outgoing Chairman and Vice-Chairman for their work over the year.

## **Appendices**

- None

## **Background Papers**

- None identified.





<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>ANNUAL REPORT OF THE HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE 2013/14</b>
<b>REPORT BY:</b>	<b>HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE</b>

## **Classification**

Open

## **Key Decision**

This is not an executive decision.

## **Wards Affected**

County-wide

## **Purpose**

To inform Council of the work undertaken by the Health and Social Care Overview and Scrutiny during the municipal year 2013/14.

## **Recommendation**

**THAT:** the report be noted

## **Alternative Options**

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

## **Reasons for Recommendations**

- 2 To comply with the requirement in the council's constitution that Council will receive annual reports from committees.
- 3 The scrutiny function is a legal requirement by virtue of Schedule 2 of the Localism Act 2011.

## Key Considerations

- 4 Since the Annual Meeting of Council, the Health and Social Care Overview and Scrutiny Committee has met in public on twelve occasions with a further meeting held jointly with the General Overview and Scrutiny Committee on the budget.
- 5 From January 2014 the frequency of meetings was reduced and, to facilitate more effective working arrangements better use has been made of informal workshops and briefings. Task and finish reviews remain the appropriate forum for more in depth reviews of subject areas.
- 6 There have been many subjects brought before the Committee throughout the year. The Adult Social Care Transformation Plan has featured heavily, with the Committee receiving regular updates on progress and key implementations. Due to priority accorded to children's safeguarding in the county, regular updates and a review of the scrutiny of children's safeguarding took place.
- 7 This year saw the introduction of 'Accountability Sessions'. These were created in light of the Francis Enquiry and Mid Staffordshire NHS Trust. These sessions are for members and members of the public to question the major health bodies on their performance over the past year and their future plans.
- 8 The Committee also investigated the mortality rates at Wye Valley NHS Trust after being alerted to the spike in these rates by Clinical Commissioning Group.
- 9 A summary of the Committee's work is detailed below

### Scrutiny Reviews

The following in-depth scrutiny reviews have been completed or are in progress:

- Scrutiny of Children's Safeguarding
- Adult Wellbeing Next Stage Integration Plan

### Pre-Decision Scrutiny

The following matters were subject to pre-decision scrutiny:

- Budget 2013-2014 and Medium Term Financial Strategy
- Public Health Core Offer
- Clinical Commissioning Group

### Updates

The Committee has heard updates on:

- Wye Valley Trust, Care Quality Commission, West Midlands Ambulance Service, 2gether NHS Trust
- Children's Social Care External Audit report
- Feedback from Members seminars on children's safeguarding
- Mortality rates at Wye Valley Trust
- Children's Services workforce
- Adult Social Care Business Change Programme
- Department for Education six month review on children's safeguarding
- Framework Development Plan
- Adult Wellbeing Organisational Priorities

- Care and Support Bill
- Adult Wellbeing Transformation Plan

### **Accountability Sessions**

The following have attended accountability sessions:

- Healthwatch
- Health and Wellbeing Board
- Public Health
- Herefordshire Clinical Commissioning Group
- NHS Arden, Herefordshire and Worcestershire
- 2gether NHS Trust
- West Midlands Ambulance Service

- 10 The Chairman of the Health & Social Care Overview and Scrutiny Committee would like to thank members of the public and partners for their continued participation in the work of the Committee over the year.
- 11 The Committee would also like to thank the outgoing Chairman and Vice Chairman for their work over the year.

### **Appendices**

- None

### **Background Papers**

- None identified.



<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>ANNUAL REPORT OF THE HEALTH AND WELLBEING BOARD 2013/14</b>
<b>REPORT BY:</b>	<b>HEALTH AND WELLBEING BOARD</b>

### **Classification**

Open

### **Key Decision**

This is not an executive decision.

### **Wards Affected**

County-wide

### **Purpose**

To inform Council of the work undertaken by the Health and Wellbeing Board during the municipal year 2013/14.

### **Recommendation**

**THAT: the report be noted**

### **Alternative Options**

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

### **Reasons for Recommendations**

- 2 To comply with the requirements of the Council's Constitution that Council will receive annual reports from committees.

### **Key Considerations**

- 3 Since the Annual Meeting of Council, the Board has met on five occasions. The Board has also held four informal workshops. The Board has agreed that workshops will no longer be held and the Board will meet in public every other month.

- 4 Arising from the implementation of the Health and Social Care Act 2012, the Local Authority has been required to establish a Health and Wellbeing Board. Key issues addressed by the Board include:
- An overview of the development of Healthwatch since its inception in Herefordshire.
  - The submission of an Integration Pioneer Proposal to the Department of Health to allow for the redesign of care and support in Herefordshire.
  - Consideration of the Annual Reports of the Children's and Adults Safeguarding Boards in order to inform it of their assessment of safeguarding in Herefordshire and of their own effectiveness
  - Oversight of the Wye Valley NHS Trust Futures Project
  - reviewing and assessing the joint strategic needs assessment as part of the wider Understanding Herefordshire
  - signing off the Better Care Fund application which sets out the shared programme between the Herefordshire Clinical Commissioning Group (HCCG) and the Council to ensure that all parts of the health and social care system locally are working together to improve services and make best use of money in the most difficult financial circumstances.
  - Commissioning Strategies for the HCCG and Public Health.
  - Oversight and approval of the Herefordshire Clinical Commissioning Group Two and Five Year Plans.
- 5 Workshop reports and presentation throughout the year included:
- Presentation on the Local Development Framework, Local Transport Plan and Economic Development Strategy
  - Care and Support Bill and Integrated Transformation Fund Presentation
  - Statutory Agencies Health and Social Care Chief Officers Presentation: Organisational Priorities - Top 5 Challenges and Opportunities
  - Spot Light on Delivery of Dementia Friendly Communities
  - Child Needs Assessment
  - Joint Commissioning Priorities/Integrated Transformation Fund First Draft Adult Social Care And NHS Bill
  - Spotlight On Delivery: Winter Pressures.
- 6 The Chairman of the Health and Wellbeing Board would like to thank partner members who have given their time and energy to the successful running of the Board over the year.

## **Appendices**

- None

## **Background Papers**

- None identified.

<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>ANNUAL REPORT OF THE PLANNING COMMITTEE</b>
<b>REPORT BY:</b>	<b>PLANNING COMMITTEE</b>

## **Classification**

Open

## **Key Decision**

This is not an executive decision.

## **Wards Affected**

County-wide

## **Purpose**

To inform Council of the work undertaken by the Planning Committee from March 2013 to May 2014.

## **Recommendation(s)**

**THAT: the report be noted.**

## **Alternative Options**

- 1 There are no alternative options as the report is for information.

## **Reasons for Recommendations**

- 2 To comply with the requirement in the council's constitution that Council will receive annual reports from committees.

## **Key Considerations**

- 3 This report summarises the work of the Planning Committee between the annual Council meetings held on 24 May 2013 and 23 May 2014.
- 4 The committee has continued to operate on a three week cycle throughout the year.

Further information on the subject of this report is available from  
T Brown, Democratic Services Officer, on Tel (01432) 260239

Sixteen meetings were held during the reporting period

### **Planning Applications**

- 5 During the year the committee approved a number of large applications:
- Land at Kingstone - Erection of 150 dwellings (mix of 1-5 bed), new employment (commercial and live work units), community building, 1.4 hectares of public open space, community orchards and allotments, play areas, cycle and footpaths, bus stop and pedestrian crossing.
  - Leominster infant and junior schools - Development of a new primary school on three levels, located on an existing playing field followed by the demolition of the existing infants and junior schools.
  - Land at Merton Meadow, Edgar Street, Hereford: Redevelopment of site, including demolition works to provide residential development comprising up to 192 units including a 60 bed extra care home and ancillary uses, new public realm and landscaping.
  - The Oval Hereford: Proposed demolition and regeneration to include 259 new build flats/houses, external refurbishment works to the existing flats above the Oval shops, landscaping and associated works. The committee also approved the construction of new Community Hub.
  - Former Whitecross High School, Baggally Street, Hereford: Development for 65 new dwellings with public open space & associated infrastructure.
- 6 The committee also refused an application for a Class A 1 food store, petrol filling station and associated parking and servicing facilities, resizing and refurbishment of two Class B units and associated highway works in Southern Avenue Leominster; and an application for the part demolition of existing buildings and structures and mixed use development of the site to provide a retail store, petrol filling station, residential and associated works at Mill Street, Leominster.
- 7 The committee dealt with the applications referred to it at its meetings from 15 May 2013 to 14 May 2014 as follows (the comparative totals for the full preceding year 16 May 2012 to May 2013 are included in brackets):
- approved as recommended – 53 (44)
  - approved contrary to recommendation – 5 (11)
  - refused as recommended – 5 (4)
  - refused contrary to recommendation – 7 (13)

### **Planning Policy**

- 8 The National Planning Policy Framework was published by the Government on 27 March 2012 replacing previous national planning policy and guidance.
- 9 One of the major policy issues the committee has had to address in determining applications is that the NPPF provides that authorities allocate sufficient housing land

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Further information on the subject of this report is available from  
T Brown, Democratic Services Officer, on Tel (01432) 260239



to meet 5 years worth of their requirement with an additional 5% buffer. Where the existence of a five year land supply of deliverable housing sites cannot be demonstrated, there must be a presumption in favour of granting planning permission for new housing unless the development can be shown to cause demonstrable harm to other factors that outweigh the need for new housing.

10 The Inspector at the Public Inquiry in November 2013 for Home Farm, Belmont judged that on the basis of the council's housing requirement it does not have a five year supply, is significantly short of being able to do so, and persistent under-delivery over the last 5 years would render the authority liable to provide a 20% buffer.

11 A briefing note was sent to all members in May 2014 on work to address the shortfall.

12 The council is not alone amongst local authorities in finding the application of this part of the NPPF testing, i.e. not currently benefitting from a five year housing land supply. It has made representations along with other authorities to the Government, to date without success.

### **Planning Training**

13 An in-house session designed specifically for new members joining the committee, but attended by the majority of committee members, was held on 4 December 2013. This was well attended and also explained the new structures within Planning Services.

14 An externally led session open to all councillors entitled 'Making Decisions On Planning Applications – The Presumption In Favour Of Sustainable Development' was held on 22 April 2014. This particularly focussed on the five year housing land supply test frequently faced by the committee.

### **Appeals**

15 The committee has received information reports in respect of the determination of 63 planning appeals for the period between the annual Council meetings on 24 May 2013 and 23 May 2014. Of these 32 appeals were dismissed, 25 were allowed and 6 were withdrawn.

16 Applications for costs in respect of the appeals were awarded to the appellant on 6 occasions (including partial awards) and refused on 5 occasions. No costs were awarded to the council.

17 The external cost for defending appeal payments of total costs against the council for the last financial year 2013/14 has been calculated at £56,918.20.

### **Planning Enforcement**

18 In December 2013, the planning enforcement section transferred to Environmental Health & Trading Standards with the aim of better joined up working as well as improved economies of scale by utilising the environmental protection enforcement officers here.

19 The planning enforcement officers received 372 requests for service and served 53 statutory notices. This equates to 14% of all cases resulting in formal action.

## **Background Papers**

- None identified.

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Further information on the subject of this report is available from  
T Brown, Democratic Services Officer, on Tel (01432) 260239

<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>ANNUAL REPORT OF THE REGULATORY COMMITTEE</b>
<b>REPORT BY:</b>	<b>REGULATORY COMMITTEE</b>

## **Classification**

Open

## **Key Decision**

This is not an executive decision.

## **Wards Affected**

County-wide

## **Purpose**

To inform Council of the work undertaken by the Regulatory Committee from May 2013 to May 2014.

## **Recommendation(s)**

**THAT:** the report be noted.

## **Alternative Options**

1 There are no alternative options as the report is for information.

## **Reasons for Recommendations**

2 To comply with the requirement in the council's constitution that Council will receive annual reports from committees.

## **Key Considerations**

3 This report summarises the work of the Regulatory Committee between the annual

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Council meetings held on 24 May 2013 and 23 May 2014.

- 4 The committee's role under the constitution is very much a strategic one with much of the day to day work being undertaken by the Regulatory Sub-Committee or under officer delegation in accordance with the functions scheme.
- 5 The committee itself met twice in the reporting period. The principal items it considered were the report on regulatory activity for 2012/13, the 2013/14 Food Hygiene Inspection Programme and the 2013/14 Food Standards Enforcement Programme.
- 6 The committee at its meeting on 5 June 2014 received the detailed 2013/14 annual report on regulatory activity by Environmental Health and Trading Standards, including the activity of the Regulatory Sub Committee. This report is available on the council's website at the following link.  
  
<http://councillors.herefordshire.gov.uk/ieListDocuments.aspx?CId=262&MId=5199&Ver=4>
- 7 In particular, the committee welcomed the improvement in the results of the Business Satisfaction Survey 2013/14. The survey measured the satisfaction of businesses with local authority regulatory services and had recorded a 90% satisfaction rating. This compared with a satisfaction rating of 74% for the previous year.
- 8 As mentioned above, the detail of the Regulatory Sub-Committee's activity is set out in appendix 1 to the 2013/14 report on regulatory activity. In summary the Sub-Committee met twelve times considering one application for a new premises licence, three reviews of premises licences; three variations to licenses, two expedited reviews, an application for a Temporary Event Notice, and one public right of way matter.
- 9 The committee also wishes to place on record its thanks to the outgoing Chairman, Councillor Hope, and to all those committee members who stood as members of the various Regulatory Sub Committees where much of the operational business is conducted.

## **Background Papers**

- None identified



<b>MEETING:</b>	<b>COUNCIL</b>
<b>MEETING DATE:</b>	<b>18 JULY 2014</b>
<b>TITLE OF REPORT:</b>	<b>ANNUAL REPORT OF HEREFORD &amp; WORCESTER FIRE AUTHORITY</b>
<b>REPORT BY:</b>	<b>GOVERNANCE MANAGER</b>

## Classification

Open

## Key Decision

This is not an executive decision.

## Wards Affected

County-wide

## Purpose

To receive the annual report of the Hereford & Worcester Fire Authority.

## Recommendation(s)

**THAT: the report be received.**

## Alternative Options

- 1 There are no alternative options as the report is for information.

## Reasons for Recommendations

- 2 The Fire Authority submits an annual report to the Council for information.

## Key Considerations

- 3 The Fire Authority consists of 25 Councillors appointed by the constituent authorities: Herefordshire Council and Worcestershire County Council. Each constituent authority appoints such number of representatives to be members of the Authority as is proportionate to the number of local government electors in its area in relation to the number of such electors in the other constituent authority's area. This currently means that Herefordshire Council makes 6 appointments and Worcestershire County

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Further information on the subject of this report is available from  
Fire Authority Committee & Members' Services on 01905 368209/241

Council makes 19 appointments.

- 4 This Council's current appointments, made on a politically proportionate basis by this Council, are Councillors KS Guthrie, Brigadier P Jones CBE, JLV Kenyon, RI Matthews, P Sinclair-Knipe and DC Taylor.
- 5 The Fire Authority's annual report is appended.
- 6 Copies of agenda papers and Minutes for all meetings of the Fire Authority are available on the Authority's website:

[http://www.hwfire.org.uk/fire\\_authority/your\\_fire\\_authority.html](http://www.hwfire.org.uk/fire_authority/your_fire_authority.html)

## **Background Papers**

- None identified



## Hereford & Worcester Fire Authority

### Annual Report to Herefordshire Council

18 July 2014

#### **Authority Chairman and Vice-Chairman 2014/15**

1. Councillor D W Prodger MBE, from Worcestershire County Council, was re-elected as Chairman of the Authority and Brigadier P Jones CBE, was re-elected as Vice-Chairman.

#### **Financial Information**

2. The final out-turn position for 2013/14 shows an expected underspend of £1.537m, which is £0.564m lower than originally anticipated. There are two fundamental reasons for this:
  - a. Continued pressure on budget holders has produced further net savings of £0.211m.
  - b. Specific one-off issues arising after the previous projections were prepared, totalling £0.353m.
3. As the areas of underspend were planned they have already been taken into consideration in forward budget planning and therefore do not affect the savings targets required for future years.
4. In February 2014 the Authority approved a Capital and Budget Programme for 2014/15 of £7.0m, a Revenue Budget for 2014/15 of £32.637m and an increase in Council Tax Precept of 1.93% for 2014/15. As mentioned in paragraph 13 the Authority also approved that £485,000 be made available from non-earmarked general reserves to support frontline services for 2014/15. However, this will remain unused as the Authority had set a balanced budget for 2014/15 which does not need to draw on reserves.
5. The anticipated cumulative year-on-year budget gap has reduced slightly from £4.7m to £4.0m by 2016/17. This has enabled officers to recommend fewer changes to fire and emergency cover than were originally proposed in the draft Community Risk Management Plan that went to consultation.
6. As is the case in many organisations, the Authority continues to face a challenging financial situation. Whilst we will have made savings of £6.2m to the end of 2016/17 (74% without impacting on front line response to the public),

projections indicate that further savings of £2.5m - £3.5m may be needed over the following three years to 2019/20.

### **Closer Working with Warwickshire Fire and Rescue Service**

7. We know from Government (and those that aspire to be in government) announcements that restrictions on public sector funding are likely to continue until at least 2020, and it therefore appears inevitable that the Authority will need to find further significant savings beyond those currently envisaged. Unless alternatives are identified, it is inevitable those savings will impact to a greater or lesser degree on front line service delivery.
8. One of the alternatives is closer working with other organisations, such as neighbouring Fire and Rescue Services. The 'Sir Ken Knight Review' published last year recommended that where Fire and Rescue Authorities can provide business cases for local collaborative solutions showing clear, achievable efficiencies, central government should step forward to provide financial support for transition. In addition, the Fire Minister has also set out the challenge for Fire and Rescue Authorities to engage in greater collaboration.
9. At its meeting on 11 December 2013, the Authority considered a proposal for future collaborative working with Warwickshire Fire and Rescue Service (WFRS) and agreed that a joint officer team be established with WFRS to examine the feasibility and potential benefits of collaboration.
10. A Project Team was established in January 2014 comprising officers from Hereford & Worcester, WFRS and Warwickshire County Council (WCC). A Project Board is also in place to provide strategic guidance to the project leads and ensure that outcomes, risks, issues and decisions are shared at a senior management level. The membership of the board consists of senior officers from each FRS, WCC and Elected Members. The Project Board is aiming to have the final reports completed and ready for the consideration of Elected Members in autumn 2014. If this collaborative work can deliver savings it is highly likely that these savings would protect frontline services.

### **Community Risk Management Plan (CRMP) 2014-2020**

11. On 3 October 2013 the Authority gave approval for a new draft Community Risk Management Plan to be published for public consultation; this document incorporated a review of fire and emergency cover arrangements and also included an overview of the financial issues facing the Authority.



12. The fire and emergency cover review was designed to assist the Authority to make decisions about how future savings could be achieved, whilst minimising the impact on frontline services and on local communities as far as reasonably possible. The potential savings contained in the proposals only represent 26% of the overall savings requirements of the Authority over the current six years of projected austerity.
13. £4.1m of savings have already been made away from front line services and there are also proposals in place to make additional non-front line fire engine savings of £0.5m in future years. Changes to front line fire engines are necessary due to all other avenues having been explored and addressed. These avenues have seen significant reductions in areas such as back-office services, senior and middle management, procurement and general spending budgets – the front line has so far been protected but with the level of cuts faced by the Authority this can no longer be the case.
14. At the meeting on 19 February 2014, Members resolved to make £485,000 available from general reserves to support frontline services for 2014-15 and deferred the item, asking the Chief Fire Officer to bring forward a report setting out options for how this one-off finance could be used. The Authority had set a balanced budget for 2014-15 at its February meeting which did not rely upon any additional savings from frontline services being made in this financial year. It therefore followed that there was no need to utilise the available £485,000 in 2014-15 and this would remain unused in this specified year.
15. At its meeting on 9 June, the Authority was provided with various options to consider which included making a set amount of general reserves available on an 'as and when needed' basis rather than being constrained to any particular financial year. Some Members still expressed concerns about the impact of the proposed reductions in fire cover, particularly in Herefordshire and some Members suggested there were other alternative options which should be investigated. The Authority has therefore agreed to again defer the Community Risk Management Plan 2014-2020 to a future meeting.

### **Joint Property Vehicle**

16. The Authority is currently exploring the potential of a property Special Purpose Vehicle (SPV) between partner organisations. Such a model would bring together the respective estates functions of partner organisations without authorities losing individual sovereignty over their properties or losing local control over the services delivered. It is expected that a possible Joint Property Vehicle between partners managing the collective estate could realise potential revenue savings through more efficient management of public property, joint

procurement of services, access to a greater range of expertise and improved resilience.

17. The other partners in addition to the Fire Authority, are:

- Herefordshire Council
- Redditch Borough Council
- Worcester City Council
- Warwickshire Police
- West Mercia Police (the two police forces have been working together as one on this project)
- Worcestershire County Council, and
- Worcestershire Health and Care NHS Trust.

18. The Authority has agreed to use a small amount of an earmarked reserve to support the work and Members will be provided with a full business case when it is released.

### **New Fire Station for Hereford**

19. Following detailed discussions between the Authority and Herefordshire Council, it has been agreed that a land swap can take place. Herefordshire Council will acquire the freehold of the current Fire Station site at the same time that the Authority acquires the freehold of the current Bath Street Council Offices.

20. In addition to the demolition of the existing building in Bath Street and the construction of the new fire station, the Authority will hand back part of the Bath Street site on completion of the construction of the Fire Station for use by Herefordshire Council's staff.

21. A lease-back arrangement will exist between both parties so that the Fire Station can still be occupied by fire service staff as the new fire station is being built. The financial consideration for this rental period will reflect the cost of the demolition of the current fire station, which will balance the overall differences between the valuations.

22. Work will commence subject to the necessary planning permissions being granted.

### **Performance 2013/14**

23. The total number of incidents attended in 2013-14 is the second lowest total in the eight years that the current data set has been collected. In addition, 2013-14 saw a reduction in total incidents compared to the same period last year. This is despite a spike in incidents recorded in July 2013.

24. The number of fires attended in 2013-14 have increased when compared to the previous year. This is mainly due to increases in the number of secondary fires in July 2013. Secondary fires are generally small fires which start in, and are confined to, outdoor locations. Typically, they are fires in grass or heathland, fires involving rubbish, fires involving street or railway furniture and fires in derelict buildings or vehicles and are more prevalent in hot weather.
25. The previous 2012-13 year had predominantly wet weather conditions and therefore the expected seasonal increase in secondary fires during the summer of 2012-13 had been lower than usual. The 2013-14 year saw a return to more usual summer weather conditions and hence the increase in secondary fires.

<b>Total Incidents</b>	<b>2012-13</b>	<b>2013-14</b>	<b>Percentage change</b>
All Fires	1770	1987	12.3%
Special Services	1698	1458	-14.1%
False Alarms	3175	3177	0.1%
<b>Total Incidents</b>	<b>6643</b>	<b>6622</b>	<b>-0.3%</b>

### **Strike Action**

26. In July and November 2013, the Fire Brigades Union (FBU) balloted for industrial action in a dispute with the Government over pensions. There were two ballots held. The first ballot involved operational staff not including Fire Control and was for strike action. The second ballot was for Action Short of Strike (ASOS) and included all operational staff including Fire Control staff. Both ballots were successful.
27. To date there have been twelve periods of strike action, for varying periods of time up to twelve hours, and two periods of ASOS to date. Although the majority of wholetime firefighters took strike action, the majority of officers and retained firefighters were working as normal. A maximum of 51 wholetime firefighters and 48 retained firefighters were on strike during any one strike period.
28. Contingency arrangements have been successfully implemented and continue to provide a robust plan during all periods of strike action. Fire appliances are crewed through a mixture of firefighters who are non-union members and those who have decided to work normally. In addition, the majority of standalone on-

call stations have continued to work normally. The highest number of appliances available during a period of strike action was 35 out of a total of 43, with the average number of appliances available being 26.

29. The financial cost of providing fire cover during strike action is approximately £41,000 (excluding the two recent periods of strike action in June). This includes the cost of one-off preparatory costs and the cost of paying volunteers less pay deductions for striking employees plus the cost of the alternative locations providing catering and radio campaigns. In addition, there are also the costs of those staff attending Industrial Action Management Group and engaged in pre-planning for each period of strike action, which has accumulated approximately £80,000 of opportunity costs (excluding the two periods of strike action in June).

### **Members' Allowances**

30. Members have voted not to increase their allowances and kept them pegged to those paid in 2010.

### **Authority Plan 2014/15**

31. The Authority's Annual Plan for 2014/15 was approved for publication and is available on the Service's website at [www.hwfire.org.uk](http://www.hwfire.org.uk)

### **External Audit Opinion and Financial Statements 2012/13**

32. The External Auditor issued an unqualified opinion on the Authority's financial statements for 2012/13. The financial statements were considered to be true and fair and presented without material misstatement.

33. The External Auditor also issued an unqualified Value for Money Conclusion as his work did not identify any matters which would lead him to believe that the Authority did not have proper arrangements in place for securing economy, efficiency and effectiveness.

**Brigadier P Jones CBE**

**Vice-Chairman – Hereford & Worcester Fire Authority**

### **FURTHER INFORMATION**

Any person wishing to seek further information on this report should contact Committee & Members' Services on 01905 368209/241. Further information on the Fire Authority and the Fire and Rescue Service can also be found on the Internet at ([www.hwfire.org.uk](http://www.hwfire.org.uk))