

# A G E N D A

## Social & Economic Development Scrutiny Committee

Date: **Thursday, 2nd October, 2003**

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Time: **10.30 a.m.**

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Place: **Brockington, 35, Hafod Road,  
Hereford HR1 1SH**

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

*For any further information please contact:*

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**County of Herefordshire  
District Council**



# AGENDA

## for the Meeting of the Social & Economic Development Scrutiny Committee

To: Councillor A.C.R. Chappell (Chairman)  
Councillor J. Stone (Vice-Chairman)

Councillors H. Bramer, M.R. Cunningham, Mrs. S.P.A. Daniels, J.G.S. Guthrie, B. Hunt, Mrs. R.F. Lincoln, P. G. Turpin and A.L. Williams

Co-opted Representatives from: Chamber of Commerce, Development Agencies Liaison Group, HALC, Herefordshire NFU, Toursim Sector

	Pages
1. <b>APOLOGIES FOR ABSENCE</b> To receive apologies for absence.	
2. <b>NAMED SUBSTITUTES (IF ANY)</b> To receive details any details of Members nominated to attend the meeting in place of a Member of the Committee.	
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 4th September, 2003. (these will be circulated at the meeting).	
5. <b>POLICY AND COMMUNITY DIRECTORATE 2003/04 FIRST FOUR MONTHS PERFORMANCE INDICATORS</b> To inform Members of the national and local performance indicator information for the first four months of 2003/04 for the non-corporate functions of the Policy and Community Directorate, and to detail the main areas of activity underway by those services during that period.	1 - 16
6. <b>PROGRESS REPORT ON ACCESS TO SERVICES IN KINGTON AND SURROUNDING AREAS: WESLEYAN CHAPEL</b> To receive a progress report on the possible refurbishment and conversion of the Wesleyan Chapel, Kington.	17 - 20
7. <b>REGENERATION FUNDING STREAMS WITHIN HEREFORDSHIRE</b> To receive a report on the regeneration funding streams available to Herefordshire.	21 - 26
8. <b>HEREFORDSHIRE PLAN AMBITION GROUP</b> To consider recent progress in relation to the Herefordshire Plan Ambitions relevant to the Policy and Community Directorate.	27 - 34

<b>9. STAFFING NUMBERS WITHIN SOCIAL AND ECONOMIC DEVELOPMENT</b>	35 - 38
To advise Members of the staffing numbers within the Social and Economic Development departments of the Policy and Community Directorate.	
<b>10. REVIEW OF POLICY ON FESTIVALS</b>	39 - 40
To propose that the Social and Economic Development Scrutiny Committee undertakes a review of policy on Festivals within the Arts Programme supported by Herefordshire Council.	





## **PUBLIC INFORMATION**

### **HEREFORDSHIRE COUNCIL'S SCRUTINY COMMITTEES**

The Council has established Scrutiny Committees for Education, Environment, Health, Social Care and Housing and Social and Economic Development. A Strategic Monitoring Committee scrutinises Policy and Finance matters and co-ordinates the work of these Committees.

The purpose of the Committees is to ensure the accountability and transparency of the Council's decision making process.

The principal roles of Scrutiny Committees are to

- Help in developing Council policy
- Probe, investigate, test the options and ask the difficult questions before and after decisions are taken
- Look in more detail at areas of concern which may have been raised by the Cabinet itself, by other Councillors or by members of the public
- "call in" decisions - this is a statutory power which gives Scrutiny Committees the right to place a decision on hold pending further scrutiny.
- Review performance of the Council
- Conduct Best Value reviews
- Undertake external scrutiny work engaging partners and the public

Formal meetings of the Committees are held in public and information on your rights to attend meetings and access to information are set out overleaf

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- Inspect agenda and public reports at least three clear days before the date of the meeting.
- Inspect minutes of the Council and all Committees and Sub-Committees and written statements of decisions taken by the Cabinet or individual Cabinet Members for up to six years following a meeting.
- Inspect background papers used in the preparation of public reports for a period of up to four years from the date of the meeting. (A list of the background papers to a report is given at the end of each report). A background paper is a document on which the officer has relied in writing the report and which otherwise is not available to the public.
- Access to a public Register stating the names, addresses and wards of all Councillors with details of the membership of the Cabinet, of all Committees and Sub-Committees.
- Have a reasonable number of copies of agenda and reports (relating to items to be considered in public) made available to the public attending meetings of the Council, Committees and Sub-Committees.
- Have access to a list specifying those powers on which the Council have delegated decision making to their officers identifying the officers concerned by title.
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Please Note:

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# **COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL**

**BROCKINGTON, 35 HAFOD ROAD, HEREFORD.**

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**MINUTES of the meeting of Social & Economic Development Scrutiny Committee held at Brockington, 35 Hafod Road, Hereford on Thursday, 4th September, 2003 at 10.00 a.m.**

**Present:** Councillor Chris Chappell (Chairman)  
Councillor John Stone (Vice Chairman)

Councillors: H. Bramer, M.R. Cunningham, Mrs. S.P.A. Daniels, J.G.S. Guthrie, Mrs. R.F. Lincoln, Mrs. M.D. Lloyd-Hayes and P. G. Turpin  
Non-voting Co-opted Members: Mrs. E. Newman (HALC) D. Stevens (Chamber of Commerce), Mr P. Thomas (Herefordshire NFU).

**In attendance:** Councillors Mrs. P.A. Andrews, D.J. Fleet and P.E. Harling G. V. Hyde (Cabinet Member – Economic Development Markets and Property), J.C. Mayson (Cabinet Member – Rural Regeneration and Smallholdings), R. V. Stockton (Cabinet Member – Community and Social Development).  
External Expert Advisors: Mr A. Curless, Mr P. Collins, Mrs D. Gittoes, Mr A. Glover.

**12. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor R.B.A. Burke and Councillor A.L. Williams.

**13. NAMED SUBSTITUTES (IF ANY)**

Councillor J.G.S. Guthrie substituted for Councillor R.B.A. Burke and Councillor Mrs M.D. Lloyd-Hayes substituted for Councillor A.L. Williams.

**14. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**15. MINUTES**

**RESOLVED:** That the Minutes of the meeting held on 19th June, 2003 be approved

**16. CHAIRMANS REPORT ON MEETING WITH REPRESENTATIVES OF OUTSIDE BODIES**

The Chairman reported that since the June meeting he and the Vice-Chairman had met informally with a number of business and service provider representatives to ascertain the possibility of establishing a body of external expert advisors. These advisors could be invited to attend specific meetings to advise the Committee from an external service user or provider perspective and to provide insight on particular item. The Chairman reported that sixteen people had agreed to undertake this role and he welcomed four of them: Mr A Curless, Mr P. Collins, Mrs D. Gittoes and Mr A. Glover to the meeting.

The Committee agreed that it would be useful to have a body of external expert advisors from which to seek either information or a wider opinion on specific issues.

**RESOLVED:**

**That the report be noted and the suggestion that external expert advisors be called upon on an ad hoc basis to advise the Committee on specific**

**issues be approved.**

**17. PRESENTATION BY THE CABINET MEMBER FOR ECONOMIC DEVELOPMENT MARKETS AND PROPERTY**

The Chairman welcomed Councillor G. V. Hyde, Cabinet Member for Economic Development Markets and Property, to the meeting and invited him to present his aspirations for his programme area.

Councillor Hyde emphasised that he would outline his own current thinking. However, it would be for the Executive as a whole to form a collective view on a number of these issues in due course.

Currently he foresaw no significant change to the general policies contained in documents over the last 12 months.

He wished to see an increase in the marketing and promotion of Herefordshire to attract businesses, particularly those in the more modern higher paid sectors. He recognised that a number of Business Parks in the County were outside the control of the Council. However, he advocated a closer relationship with these parks in the promotion of the County. In this context he had great hopes for the Morton-on-Lugg site with its access to the railway and the A49. He also wished to see greater co-operation and co-ordination between Property Management and Economic Development.

He was anxious to improve the overall road structure throughout the County but saw a real need to improve transport around the City. While other trading estates in the County were not in the control of the Council, he thought access to these also needed improvement. Responding to a question regarding access to the Rotherwas Industrial Estate he acknowledged that there had been an improvement to the bus service for the area and that a 'Green Travel Plan' had been formulated. Improving the movement of freight was a difficult issue, as this would affect the national road network.

He hoped that the impetus would be maintained regarding the 'Edgar Street Grid' development. This was a major opportunity to develop new job opportunities and attract tourists and visitors to the City and County. He expressed disappointment that some opponents to the development did not wish to see a food retail element included. He commented that this was only one element in a multi million pound development for the City, which should also bring important benefits for the County.

He wished to see the Council working closely with the Hereford City Centre Partnership to upgrade and reconstitute the City centre to attract more visitors. He invited anyone to put forward ideas to improve the future economic prosperity of the County.

He was keen on the idea of Lifelong Learning and the development of a Learning Village and would be exploring further, together with the Cabinet Member (Community and Social Development), how the Council, in partnership with other agencies i.e. the Learning and Skills Council, could improve the chances of attracting to the County full time jobs with good career progression.

In response to a question regarding the potential sale of Council properties, he commented that the whole portfolio of properties would be reviewed and that some may have to be sold to facilitate the better management of accommodation for Council staff.

The Chairman thanked Councillor Hyde for his presentation.

**18. PRESENTATION BY THE CABINET MEMBER FOR RURAL REGENERATION AND SMALLHOLDINGS**

The Chairman welcomed Councillor J.C. Mayson, Cabinet Member (Rural Regeneration and Smallholdings), to the meeting and invited him to present his aspirations for his programme area.

Councillor Mayson commented that the role of Cabinet Member (Rural Regeneration) was a new appointment and his precise programme area, particularly its relationship to the other Cabinet programme areas, was still being established. The cross cutting nature meant that much of his role needed to focus on co-ordination and influence.

In relation to Smallholdings Councillor Mayson reported that he was actively looking at issues surrounding this subject and that a report would be produced in due course, though this aspect of his role sat within the remit of another Cabinet Member.

He briefly described the economic background to the County, including data on earnings and house prices, and emphasised the need to maximise external income to the County. The decline in agricultural employment and the change in agricultural practices had had a knock on effect to the rural economy. He considered that the wider picture now needed to be viewed on rural businesses. While the County had a number of large important companies, small firms were making a significant contribution to the local economy.

He commented that external funding for projects was essential, for example via Objective 2 and Rural Regeneration Zone (RRZ). However, nationally, competition for external funding was becoming even more intense and the cost of working up a funding bid more costly and complex. He also commented that while Government thinking seemed to be changing in relation to 'Rural Proofing' funding packages, he hoped that further funding opportunities would be made available.

In response to a question regarding seeking European funding, Councillor Mayson commented that the Council was well placed and experienced in unlocking funding opportunities. However, it needed to be aware of the costs of administering any successful bid, and the unlikelihood that such funding would be available beyond the life of the current Objective 2 programme.

In reply to a comment regarding the need for integrated transport links, Councillor Mayson acknowledged the clear signal given by existing schemes. However, unless one had a car, transport in rural areas was difficult and he currently had reservations about introducing further similar schemes.

Councillor Mayson was asked for his thoughts on the planning system in relation to future developments. He commented that, in some cases, innovative ideas had been constrained by planning rules and guidance. He also briefly commented upon the shortage of affordable rural housing.

The Chairman thanked Councillor Mayson for his presentation, particularly in view of the embryonic nature of the programme area. He also mentioned that the Office of the Deputy Prime Minister had given the go ahead for the Claston Farm development at Dormington, and he thanked the Head of Community and Economic Development and his team for their valuable contribution to the project.

**19. PRESENTATION BY THE CABINET MEMBER FOR COMMUNITY AND SOCIAL DEVELOPMENT**

The Chairman welcomed Councillor R.V. Stockton, Cabinet Member (Community and Social Development), to the meeting and invited him to present his aspirations for his programme area.

Councillor Stockton commented that his programme area was comprised of a large collection of small services. Although each service was under funded, the creative use of budgets enabled the current level of service to be provided.

He briefly outlined issues surrounding the following services:

Libraries – this area was to be discussed in greater depth later on the agenda. However, he expressed a wish that any new library for Hereford be sited in the proposed ‘Edgar Street Grid’ development. It was accepted that while ‘local heritage collections ‘ had not been significantly added to of late, greater emphasis would in the future be given to this area of the library collection.

Replacement Swimming Pool for North Herefordshire – he outlined the history to this item and commented that following the recent Cabinet decision regarding the provision of a replacement pool, project management arrangements were being established and the County Treasurer had been requested to report.

He commented on the very high percentage of people in Leominster who regarded it as a number one priority.

Wesleyan Chapel, Kington – following a site visit by Cabinet, a business plan for the project was awaited. The project, should it proceed, could attract a large amount of external finance and bring the Grade II listed building back into use as a library and info centre. The top floor could be used by private business, which would help offset some of the revenue costs.

Archives and Churchill House – he reiterated the logic of relocating the museum collection from Churchill House to the new Heritage store facility at Friar Street. Churchill House was currently let under a lease to the Art College.

Tourism – he awaited with interest the work of the new Tourism Co-ordination Group. Following the Best Value Review the Group had been formed to address the recommendation that a management group be formed to oversee tourism development in the County.

Parks and Countryside – he acknowledged the budgetary difficulties faced by this service, particularly in relation to the cost of maintaining adopted land/play areas and income in contract prices which were beyond the scope of budgetary uplifts.

Leisure Recreation & Sport – he informed the Committee that a report on the first year of operation by Halo, the Herefordshire Leisure Trust, was expected to be presented to the October Scrutiny Committee.

Cultural Services – he commented upon the importance of providing cultural facilities and opportunities both for local residents, particularly young people, and visitors to the County. He acknowledged the important work undertaken by the Tourism Cultural Consortium in attracting and guiding finance into the tourism sector.

Youth Service – he recognised the difficulties experienced in this service, caused, to a large degree, by the service’s long-term inability to recruit staff. A review of the service was underway. He commented that the review may indicate that the service needed a change of emphasis to its service provision and the need to build closer partnership working with other agencies.

The Chairman thanked Councillor Stockton for his presentation.

**20. SOCIAL AND ECONOMIC DEVELOPMENT REVENUE BUDGET OUT-TURN 2002/03 AND BUDGET MONITORING 2003/04, PERIOD 1-4**

The Committee were advised of the revenue budget out-turn 2002/03 and actual net revenue expenditure against budgets for Social and Economic Development service areas to period 4

of the financial year 2003-2004.

The Principal Accountancy Manager presented a report, and an attached appendix, indicating the revised budget, including carried forward over and underspends from 2002-03 with actual performance, variance and projected out-turns for the main service areas within Social and Economic Development. He commented upon a number of areas of concern, which had been highlighted in the report.

On scrutinising the budget monitoring report a question was raised regarding the budgetary process concerning the grounds maintenance overspend. In reply the Principal Accountancy Manager reported that the contracts were subject to higher inflationary increases than accounted for in the Council's budgets. It was further questioned whether consideration had been given to transferring the responsibility for mowing of small open spaces in rural areas to town or parish councils. The Director of Policy and Community reported that this issue was under consideration. However, she felt it would be financially constraining to separate out any further the already small budget.

**RESOLVED: That the report on the Social and Economic Development Revenue Budget out-turn and Budget Monitoring 2003/04 period 1-4 be noted.**

## **21. ADULT LEARNING INSPECTION OF HEREFORDSHIRE COUNCIL'S ADULT AND COMMUNITY LEARNING SERVICE**

The Committee received a report on the Adult Learning Inspectorate's inspection of the Council's Adult and Community Learning (ACL) provision, and proposed actions of the Lifelong Learning Development Unit (LLDU) to address issues arising from the inspection report.

The Policy and Commissioning Manager reported that Herefordshire Council received funding from the Learning and Skills Council (LSC) to provide learning opportunities in Herefordshire. The Adult Learning Inspectorate (ALI) inspects the quality of education and training received by adult learners and young people in England. The Council's adult learning provision had been inspected for the first time by the ALI in January 2003 and a report of its findings had been published in April 2003. A number of significant strengths were identified. However, there were a number of key weaknesses, which primarily related to the need to improve quality assurance and equal opportunity monitoring processes, the level of resources currently available to properly manage the service, and how this could affect any future expansion of the service to meet need. The ALI considered that the quality of provision was not adequate to meet the reasonable needs of those receiving it and that a re-inspection would be undertaken, now reported to commence in early 2004. Following the inspection the LLDU had drawn up a Post Inspection Action Plan, integral to which would be the development of an annual Adult Learning Plan (ALP) and the progress of the planned restructuring of the LLDU.

The Director of Policy and Community highlighted that the level of funding received by Herefordshire Council to support adult learning was significantly lower than the national average. This was a result of current grant allocation levels being based on spend in this area by the former Hereford and Worcester County Council. She also remarked that this was in common with many rural authorities. Officers of the Council, together with the Local LSC had engaged with the national LSC to explore opportunities to redress this inequity. However, current indications were that funding allocations would move towards formula funding, based on student numbers, which was unlikely to redress the base funding issues. She sought the support of the Committee for the actions being taken in support of the funding issues.

Mr Curless, Chief Executive, Hereford and Worcester LSC, expressed his dissatisfaction with the current funding levels which placed severe restraints on funding for the various learning areas. While the local LSC would be taking up the issue with the National LSC he would appreciate any further support from the Council.

In the course of debating the report the Committee supported an earlier view that it was important that the County had a good local learning and skills base to help attract new businesses into the area and provide re-training opportunities for of the local work force.

**RESOLVED:**

**That**

- (a) the Committee support the actions of the Executive in seeking to redress the inequality in funding to support adult learning;**
- (b) the report be noted and at a future meeting, the Committee consider the post-inspection Action Plan, Adult Learning Inspectorate report, Adult Learning Plan for March 2003 and proposals for internal restructuring with a view to making recommendations, as appropriate, to the Cabinet Member (Community and Social Development) and;**
- (c) prior to that meeting, the views of external bodies be sought and, if required, arrangements be made for those bodies to present information to the Committee at its meeting.**

**22. CONSULTATION ON DRAFT STRATEGIC FRAMEWORK FOR LIBRARIES**

The Committee were invited to note the key recommendations and proposed action plan for the draft Strategic Framework (2004-2010) for the library service and accompanying consultation plan.

The Head of Customer Services and Libraries reported that the proposed action plan was designed to address the most urgent problems quickly (e.g. buildings which will not meet requirements of the Disability Discrimination Act (DDA), staff training, service standards, marketing, stock management) but also to build firm foundations for the long term (e.g. restructuring and recruitment, co-location, new partnerships). It aimed to ensure that all available resources were targeted towards priorities. The Council had already recognised that historically the library service had received a low level of investment, and had taken steps to address this. Appendix 1 benchmarked the provision and performance in the key areas of access, staffing, stock and budget against the other 10 benchmark authorities (based on latest data available). A proposed Action Plan for the next three years was included in the report as Appendix 2. This indicated how each action would improve services and meet the needs of the target groups identified in the report. A proposed Consultation Plan was outlined in Appendix 3 to the report.

The Libraries Operations Manager commented that to deliver the range of improvements and developments, the library service faced a unique local 'reality' not necessarily shared by other authorities. This in turn required that the long term policies and strategies to address this, and other actions and solutions, must focus on local circumstances if the service was to fulfil its potential. An indication of how the Local Framework for Libraries fitted into the corporate process, together with a 'timeline' of events was issued at the meeting.

The Committee discussed the report and noted in relation to the Mobile Library Service that a budget existed for the replacement of the library vans. However, it was cautioned that while the mobile service was expected to continue, and it was emphasised that this wasn't about cutting the service, its current format may alter to reflect the needs of a more modern service.

**RESOLVED:**

**THAT:**

- (a) the priority customer groups and service improvements and the proposed strategies to deliver them identified in the draft Strategic Framework for the library service be noted;**
- (b) the proposed action plan, to begin implementing them as set out in appendix 2 to the report be noted and;**



- (c) the accompanying consultation plan as set out at appendix 3 to the report be accepted.**

**23. PROGRESS REPORT ON THE IMPLEMENTATION OF IMPROVEMENT PLANS FOR ECONOMIC INVESTMENT AND DEVELOPMENT AND LOCAL DEVELOPMENT SERVICES AND TOURISM**

The Committee were advised of progress in implementing the Best Value Improvement Plans for Economic Investment and Development, Local Development Services and Tourism.

The Head of Community and Economic Development presented a progress report on achieving each of the Best Value Review Improvement Plans. Improvements had been set out in Appendices 1, 2 and 3 of the report, and included agreed actions, target dates for completion and indicated progress made to date. He also drew attention to key actions required by each of the three services over the forthcoming year.

During the course of scrutinising the improvement plans the Committee noted that in relation to Appendix 1 - Planning and Property Services - the development of a three-year service level agreement with the Council's Property Services Department – discussions with Property Services were still progressing. The Director of Policy and Community reported that as a closer relationship existed between the services, with regular meetings taking place, she thought that the requirement for an SLA had now been superseded. She further reported that the wish expressed by the Cabinet Member (Economic Development, Markets and Property), to see an increase in the marketing and promotion of Herefordshire had yet to be fully debated. She also reported that the results of the Property Review had yet to be reported to Strategic Monitoring Committee.

That the Service Level Agreement (SLA) had arisen because the income from the industrial estates funded Economic Development. Now that the budgets had been separated out there was no longer a need for an SLA. However, the close relationship between Economic Development and Property Management needed further debate. The review had also suggested reconsidering whether the vehicle of Economic Development was right. This review was now underway.

**RESOLVED:**

**That**

- (a) the progress made to date in implementing the Best Value Improvement Plans for Local Development, Economic Investment and Development and Tourism be noted and;**
- (b) the key actions to be addressed in the coming twelve months, highlighted in the report, be noted.**

The meeting ended at 12.20 p.m.

**CHAIRMAN**



## **POLICY AND COMMUNITY DIRECTORATE 2003/04 FIRST FOUR MONTHS PERFORMANCE INDICATORS**

**Report By: Directorate Support Manager**

### **Wards Affected**

County-wide

### **Purpose**

1. To inform Members of the national and local performance indicator information for the first four months of 2003/04 for the non-corporate functions of the Policy and Community Directorate, and to detail the main areas of activity undertaken by those services during that period.

### **Financial Implications**

2. All expenditure in respect of performance indicators / targets is from approved budgets.

### **Considerations**

3. As reported in previous years, Service Managers across Policy and Community (with the exception of Economic Investment and Development) are providing information on sets of key local indicators for their services. Information on all national Best Value indicators, and those key local indicators where actual performance varies from the target significantly (more than plus or minus 10%) is attached as Appendix 1. For all of these 'exceptional' indicators, a brief explanation of the variance is also provided, as is an indication of trend where this applies.
4. As previously, members also have an overview of the wider performance of individual service areas as each Service Manager has provided a brief narrative that summarises the key activities/achievements of their service during the first four months of 2003/04.
5. It is proposed that the report be read in conjunction with the 2003/04 Guide to Performance Indicators which has been published under pilot status as an attempt to provide members with meaningful background information to this report and its appendix. The guide has been issued separately to members of the Committee.

### **RECOMMENDATION**

**THAT the Directorate's first four months 2003/04 performance indicator information be noted, subject to any comments which Members may wish to make.**

### **BACKGROUND PAPERS**

- None identified



PERFORMANCE OF COMMUNITY YOUTH SERVICE – APRIL TO JULY, 2003

OVERVIEW OF SERVICE ACTIVITY DURING FIRST FOUR MONTHS:

The new government agenda and targets for accredited learning are not yet being delivered locally. We have as yet been unable to shift from delivery to a wide audience of young people on short programme / contact to more in depth learning by young people that can then be accredited. This is still early days in this change programme and staff are engaged in training and development activities, and young people are engaged in a variety of forms of accreditation activity which have yet to be completed (some take up to 60 hours of work).

BEST VALUE PERFORMANCE INDICATOR OUTPUTS AND LOCAL PERFORMANCE INDICATOR OUTPUTS BY EXCEPTION – FIRST FOUR MONTHS:

I.D.	PERFORMANCE AT A GLANCE	MONTH FIRST +/- 10%	PERFORMANCE INDICATOR	ANNUAL TARGET	MONTH 4 OUTPUT (April to July)	OUTPUT DETAIL	TREND
BV33	N/A	N/A	Youth Service expenditure per head of population in the Youth Service target age range (13-19 years)	£69.72	Annual Calculation	It is only possible to calculate this indicator accurately once final accounts are closed at year end as central recharges and other costs are not known until then.	2002/03 output was £68.02.
Local 1	☹	4	Percentage of the total youth population aged 13-19 (14,322) in contact with the youth service	16% or 2,291 individuals	2,227 or 15.5%	We are still seeing significantly too many young people for short periods of time. This is part of the explanation for poor performance in accreditation target (local 2). Profile will always be larger in first period.	No direct comparison available. Amended this year from 11-25 age range (total youth service age range) to reflect the target age range.
Local 2	☹	4	Percentage of contact target that undergo personal and social development opportunities that result in a recorded or accredited learning outcome.	25% or 572 individuals	0	Work is underway but no work completed yet.	488 individuals during 2002/03 (against target of 550) – this is a key area for improvement during 2003/04

## PERFORMANCE OF CULTURAL SERVICES - APRIL TO JULY, 2003

### OVERVIEW OF SERVICE ACTIVITY DURING FIRST FOUR MONTHS:

A great deal of project work took place during this period including:

- Herefordshire Walking Festival
- The Spring Tourism Forum
- Launch of Flavours of Herefordshire
- The Artist's Forum
- AGM of the Creative Industries Programme
- Advancement of the Friar Street Museum Resource Centre capital project; funded by Heritage Lottery.

There was a small restructure of Archive Service with all staff receiving up to date job descriptions and person specifications. Work on the EU and regionally funded projects; Creative Industries and Tourism Enterprise, continued with their ongoing monitoring requirements.

The community support strand of Creative Industries has started to have an impact. Support has specifically been given to Ross-on-Wye International Festival, now under new management and back after a one year gap. This included some publicity through the local authority, joint discussions with other funders i.e. the Arts Council, attendance at Quarterly meetings to track progress, plus general advice.

### BEST VALUE PERFORMANCE INDICATOR OUTPUTS AND LOCAL PERFORMANCE INDICATOR OUTPUTS BY EXCEPTION – FIRST FOUR MONTHS:

I.D.	PERFORMANCE AT A GLANCE	MONTH FIRST +/- 10%	PERFORMANCE INDICATOR	ANNUAL TARGET	MONTH 4 OUTPUT (April to July)	OUTPUT DETAIL	TREND
<b>BV114</b>	N/A	N/A	Cultural Strategy - score against a checklist in the 'Creating Opportunity' guidance issued in December 2000	100%	Annual calculation	Calculated at year end	Aiming to improve on last year's score of 83%
<b>BV119</b> <b>d</b>	N/A	N/A	Satisfaction with the local authority's theatres/concert halls	60%	Annual calculation	To be collected as part of the Council's three yearly 'General Survey'	Last survey reported 58%
<b>Local</b> <b>5</b>	☺	4	Percentage of new users who rate the Record Office overall service and facilities as good or excellent	95%	99%	The result of a recently introduced system of providing new users with questionnaires.	PI amended from <b>all</b> users to <b>new</b> users to avoid survey fatigue. 2002/03 output on previous basis was 96%.

## PERFORMANCE OF CULTURAL SERVICES (HERITAGE) – APRIL TO JULY, 2003

### OVERVIEW OF SERVICE ACTIVITY DURING FIRST FOUR MONTHS:

**Broad Street:** exhibitions so far this year have proved very successful with a diverse range of visitors. We seem to be appealing to a wider range of people. From walk-in recycled sculptures, through abstract art, to pictures from our own collections; the Art Gallery is drawing in a lot of visitors. The Museum remains popular with school groups and families looking for hands-on activities.

**Old House:** visitor figures are rocketing. July saw over five thousand. The children's play area is proving very successful. The virtual tour will be in place by early September.

**Ross:** community exhibitions and activities and workshops continue to make this a popular and successful site. Income on retail sales is particularly high this year and donations are rising.

**Ledbury:** a pre-season tidy and the addition of a few hands-on elements seem to have gone down well at Ledbury. The volunteers are doing an amazing job and figures for July exceeded 4,800. Regular visits are maintaining the displays and getting feedback from visitors and volunteers. Plans are under way for redisplay and a winter facelift. Two workshops at the centre proved successful and the Centre is keen to host more in the future.

**Bromyard:** visitors slightly up on last year, July was a good month. The displays are also due for a re-think and plans are just starting for some winter work on the site. We are also facing some staffing issues with the TIC moving out and as yet no provision for opening next season. We recently held our first workshop at Bromyard which was a moderate success. There is a keen desire to expand this.

**Museum on the Move:** the bus has really taken off this year and is proving very popular at schools and summer festivals. Work is currently underway for new displays on the bus, which will focus on cultural diversity in the three counties and will be installed in February 2004.

**Friar Street:** there is a steady stream of researchers using the Friar Street site. Work is on-going on the inventory for the store prior to its closure for building work in the early winter. Requests for tours are on the increase.

### BEST VALUE PERFORMANCE INDICATOR OUTPUTS AND LOCAL PERFORMANCE INDICATOR OUTPUTS BY EXCEPTION – FIRST FOUR MONTHS:

I.D.	PERFORMANCE AT A GLANCE	MONTH FIRST +/- 10%	PERFORMANCE INDICATOR	ANNUAL TARGET	MONTH 4 OUTPUT (April to July)	OUTPUT DETAIL	TREND
BV170 a	☺	4	The number of visits to/usages of museums per 1,000 population	814	363	The website hits are high. More efficient recording systems introduced this year are helping in the calculation of enquiry figures.	Rising: Total 781 (2001/02). Total 798 (2002/03).

Continued .....

I.D.	PERFORMANCE AT A GLANCE	MONTH FIRST +/- 10%	PERFORMANCE INDICATOR	ANNUAL TARGET	MONTH 4 OUTPUT (April to July)	OUTPUT DETAIL	TREND
<b>BV170 b</b>	😊	4	The number of those visits that were in person per 1,000 population	775	337	Figures at the Old House and Ledbury are very high so far this year. Bromyard had a good July. Broad St. and Ross are holding their own.	Optimistic: Total 773 (2001/02). Total 771 (2002/03).
<b>BV170 c</b>	😊	4	The number of pupils visiting museums and galleries in organised school groups	3,100	2453	Museum on the Move has been very popular this year. 1552 school children visited the site during these 4 months.	Rising: Total 2976 last year.
<b>BV119 c</b>	N/A	N/A	Satisfaction with the local authorities museums/galleries	56%	Annual calculation	This data will be collected as part of the Council's three yearly 'General Survey'	Output from last survey was 53%
<b>Local 1</b>	😊	4	Heritage/museum sites rated as good or excellent	69%	89%	Customer satisfaction sheets are now available at all Heritage sites. Satisfaction at Ledbury and Bromyard is very high.	PI slightly amended to include 'good' returns as well as 'excellent'. Previous output was 56% against target of 50%
<b>Local 2</b>	😊	4	Heritage/museum staff rated as good or excellent	70%	87%	The volunteers at Ledbury receive very high rating. Museum staff are also receiving great feedback.	Again, slightly amended to include 'good' responses. Previous output was 61% against target of 75%.



## PERFORMANCE OF DIRECTORATE SUPPORT UNIT – APRIL TO JULY, 2003

### OVERVIEW OF SERVICE ACTIVITY DURING FIRST FOUR MONTHS:

**CCTV :** During this period, the new CCTV control room became operational. The staff employed by Remploy CCTV Services Ltd began work in late June, and officers from Directorate Support finalised all of the necessary documentation and procedures for the new system. During the first full month of operation, 147 incidents were reported in the CCTV Incident Log.

Planning for the official launch of the new facility in September began.

One of the Unit's Admin Assist's was seconded to the temporary new post of CCTV Officer

**Directorate Administration Officer:** The Unit's new Directorate Admin Officer took up her post in late April 2003. Her role is to manage, develop and assist in the delivery of a quality administration service across two divisions of the Directorate. She is also assisting the Directorate Support Officer with the roll out of purchase order processing (POP).

**Purchase Order Processing (POP):** POP was introduced at Queenswood.

Initial discussions have also taken place with officers of the Community & Economic Development Division with a view to the system being introduced on 1<sup>st</sup> October 2003.

**Performance Management:** The Unit's Performance Management Officer has worked with the Directorate's Management Team to consider ways in which the presentation of Performance Indicator information could be developed. This resulted in approval being obtained for the 'pilot' of a Handbook for Members of Social & Economic Development Scrutiny Committee.

### BEST VALUE PERFORMANCE INDICATOR OUTPUTS AND LOCAL PERFORMANCE INDICATOR OUTPUTS BY EXCEPTION – FIRST FOUR MONTHS:

There are no Best Value Performance Indicators for Directorate Support. All Local Performance Indicators are within the tolerance of between plus or minus 10% of target so there are no exceptions to performance to report at this time.

## PERFORMANCE OF ECONOMIC INVESTMENT & DEVELOPMENT – APRIL TO JULY, 2003

### OVERVIEW OF SERVICE ACTIVITY DURING FIRST FOUR MONTHS:

#### **Leominster Access Road:**

- Following a Compulsory Purchase Order, the remaining land required for the scheme was vested in the Council in May.
- The works contract for the scheme was tendered in June and Mowlem Plc were appointed for the early contractor involvement phase of the scheme.
- The Team were successful in securing an additional £1.3M of funding towards the scheme from the ERDF Obj2 Programme.

#### **Leominster Enterprise Park:**

- Officers have been working with AWM on the development and marketing of the new site.
- A proposal is being developed for a major business centre and managed workspace units to help pump-prime the site.

#### **Pontrilas Business Park:**

- Work has been completed on measures to improve security at the site.
- These include a security fence, window grills and security lighting.
- The first units at the business park have now been let.

#### **Rotherwas Road Schemes:**

- Contracts have been let for the construction of two new internal service roads on Rotherwas Industrial Estate.
- Funding of over £500,000 has been secured for the schemes from AWM.

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#### **Redundant Building Grant Scheme:**

- Offer letter received from AWM.
- The Team will administer the RBG scheme on behalf of the RRZ partnership. Total cost of scheme £5.8 million (grant £1.3m)

#### **Twyford Road:**

- Development of 6 units providing 22500 sq ft of space work is underway and programmed to be completed by end of September.
- Grants claimed for the work from that secured were £125,511 from RRZ and £182,475 from Obj 2.

#### **Rotherwas Business Centre:**

- WM Enterprise Consultants have been contracted to produce the business plan for the Centre, starting in August.
- Work on building the Centre itself will begin in March 2004

#### **Enquiry Service:** 131 property enquiries in the period, including 34 from outside the county, 24 of which were via AWM.

- Only one enquirer has reported that they were successful in finding a property.
- There were in the region of 100 general enquiries, for economic statistics, Business Directories, information, grants etc. All enquiries were dealt with within the 2 day target.
- Only 13 people have returned customer satisfaction survey forms, of which 1 anonymously rated the service as unsatisfactory - but with no explanation.

Continued .....

Economic Investment and Development continued .....

**Supporting Businesses:**

- 19 people were awarded Start-Up grants in the period – 8 of these were previously unemployed.
- The Team is represented on the Prograta Fund panel, which awarded grants to 6 Herefordshire companies in the period (£25,000 each). It is also represented on the Creative Industries Fund panel, which awarded £37,500 to 9 Herefordshire businesses.
- The Team supported the Herefordshire Business & Technology Show in Ross with a grant of £5000, and also took a stand to provide visitors with information on properties, grants etc.
- A Rail Freight Study was commissioned on behalf of the Herefordshire Partnership to identify possible rail/road interchange sites in Herefordshire, and a second phase has now started to look at a specific project. A Cluster Development Group has been set up by the Team to take forward work in the area.
- Arrangements have been made for a Herefordshire Business Roadshow to take place in November.
- A forum of major Ledbury businesses was set up to discuss common issues.
- As part of the Aftercare and Investor Development Programme sponsored by the team, 12 visits were made by Business Link to major investors to discuss any issues they might have.
- The Team is leading the development of a new economic development strategy for Herefordshire on behalf of the Herefordshire Partnership's Business

**Economic & Tourism Ambition Group:**

- A visit to two companies and some industrial sites took place with a group of AWM project managers to make them more aware of what Herefordshire could offer businesses.

**Project Development:**

- The Team dealt with 154 grant enquiries between April and July 2003. Of these, 119 were from community and voluntary organisations, with the remainder coming from within the Council, businesses and farmers.
- An 'appraisal' training event was held for 15 Council and Partnership staff in May to improve the quality of project appraisals being undertaken for local funding sources.
- Presentations on funding advice and project development have been undertaken at three events by team members, and the Team also had a stand at the Cultural Funding Fair in April.

**BEST VALUE PERFORMANCE INDICATOR OUTPUTS AND LOCAL PERFORMANCE INDICATOR OUTPUTS BY EXCEPTION – YEAR TO DATE:**

Due to the nature of the much of the work of this team, namely the fact that their projects are long term and that their service delivery is largely in partnership with other organisations, it proved impossible to establish a worthwhile set of key Performance Indicators which are both directly within the Team's control and achievable or measurable over a single year.

The Service is participating in a pilot of 40 trial national performance indicators and is working with the Research Unit to monitor the progress and effectiveness of these for the County. For this year the team will report generally on the progress of this and their overall performance, rather than against specific indicators.

## **PERFORMANCE OF EXTERNAL LIAISON – APRIL TO JULY, 2003**

### **OVERVIEW OF SERVICE ACTIVITY DURING FIRST FOUR MONTHS:**

The services within the section have been exploring ways of working closer together and some new initiatives will be in operation over the next few months.

Recruitment for the joint post between Sports Development and Community Safety is presently on-going and discussions on combining the Drugs Action Team (DAT) and Community Safety Partnership are also in progress.

The work of the Childs Rights and Advocacy officer has started and awareness sessions are taking place across the county.

The exercise referral scheme LIFT has grown in strength and the expansion of the outreach programme has been recognised nationally and used by the British Heart Foundation as an example of best practise.

### **BEST VALUE PERFORMANCE INDICATOR OUTPUTS AND LOCAL PERFORMANCE INDICATOR OUTPUTS BY EXCEPTION – FIRST FOUR MONTHS:**

There are no Best Value Performance Indicators for this Service. All local Performance Indicators are currently within the tolerance of between plus or minus 10% of target so there are no exceptions to performance to report at this time.

## PERFORMANCE OF HEREFORDSHIRE PARTNERSHIP SUPPORT SERVICES – APRIL TO JULY, 2003

### OVERVIEW OF SERVICE ACTIVITY DURING FIRST FOUR MONTHS:

- Action for Regenerating Communities (ARCH) – £4,000,000 over four years to support for example the Hope project Bromyard, the Teme Valley Youth project and the CLD training project to help to provide counselling and training to get young people into work.
- Project Development Team – 154 grant enquiries between April and July 2003, 119 were from community and voluntary organisations, 35 from the Council, business and farmers.
  - Further training provided for staff on project appraisals
  - Presentations on funding and project development at three events plus a presence at the cultural funding fair.
- Life long learning development unit - £760,000 from the Learning and Skill Council to develop the WRVS Centre, Vicarage Road in to a learning centre.
- Delegated Grants Team
  - launch of the Ledbury and Bromyard shop front grants scheme
  - small projects funding, £81,000 to support for example capacity building (Taste of Pembridge, Houghton project - to increase skills for people with learning disabilities, Bredwardine and Brobury Village Hall feasibility study, and Stoke Prior Village Hall improvements)
- Research and Development Team census 2001 responding to numerous requests for information on the census and providing information in an accessible format.
  - Domestic Violence questionnaire report – April 2002 to March 2003
  - State of Herefordshire Readers Survey Report (91% of respondents found it fairly useful for statistics) May quarterly economic report assessment.

Continued ....

**BEST VALUE PERFORMANCE INDICATOR OUTPUTS AND LOCAL PERFORMANCE INDICATOR OUTPUTS BY EXCEPTION – FIRST FOUR MONTHS:**

I.D.	PERFORMANCE AT A GLANCE	MONTH FIRST +/- 10%	PERFORMANCE INDICATOR	ANNUAL TARGET	MONTH 4 OUTPUT (April to July)	OUTPUT DETAIL	TREND
<b>LOCAL 2</b>	☺	4	Percentage of Rural Zone regeneration applications approved to within 90% amount applied for	90%	100%	1 project approved	Similar to last year final output 100% against target of 70%.
<b>LOCAL 3</b>		4	Percentage of Objective 2 grant claims which are accepted first time	90%	100%	1 CORE claim accepted, 1 Partnership Mechanisms Claim accepted 1 Technical Assistance Claim accepted	Similar to last year – final output 100% against target of 60%.

There are no Best Value Performance Indicators for this Service.

## PERFORMANCE OF LIBRARIES & INFORMATION SERVICE – APRIL TO JULY, 2003

### OVERVIEW OF SERVICE ACTIVITY DURING FIRST FOUR MONTHS:

During the first four months of the year the Libraries Service concentrated on:

- Continued with improvements to layout and display of stock at City Library.
- Recruitment to various temporary appointments
- Implemented new county-wide approach to stock management
- Major postal survey carried out
- DVD loan service launched

### BEST VALUE PERFORMANCE INDICATOR OUTPUTS AND LOCAL PERFORMANCE INDICATOR OUTPUTS BY EXCEPTION – FIRST FOUR MONTHS:

I.D.	PERFORMANCE AT A GLANCE	MONTH FIRST +/- 10%	PERFORMANCE INDICATOR	ANNUAL TARGET	MONTH 4 OUTPUT (April to July)	OUTPUT DETAIL	TREND
<b>BV117</b>	N/A	N/A	The number of physical visits to public libraries per 1,000 population	4,800	Annual calculation	Visits are only continuously monitored at 4 large libraries, with the remaining sites measured via a sample period yet to commence. Therefore a four month calculation is not possible. However, visitor numbers are up at the central library by 3150 for this period, which is a promising start. Continuous counting only began in July 2002 at the 3 other sites, so a meaningful comparison cannot be made until the next return.	Optimistic: Final output for 2002/03 was 4,390 Final output for 2001/02 was 4,271
<b>BV118</b>	N/A	N/A	The percentage of library users who found the book/information wanted, or reserved it, and were satisfied with the outcome.	70%	Annual calculation	Determined via three yearly Libraries survey due to be conducted during October, 2003	Output from previous survey 60.2%

Continued .....

Libraries & Information Service continued .....

<b>BV119 b</b>	N/A	N/A	N/A	Satisfaction with the local authority's libraries	70%	Annual calculation	This data will be collected as part of the Council's three yearly 'General Survey'	Output from previous survey 69%
<b>Local 3</b>	☹️	4	Increase in annual issues	+2%	-0.2%	Actual figure Apr-Jul 2003/4 = 362118, in 2002/3 the same period was 362936, a negligible decrease of 0.2%. There was a 3% decrease in issues during 2002/3 and 5% during 2001/2. Therefore, although no increase is evident yet in 2003/4 a clear trend of diminishing decrease is apparent	Gradual improvement against the national trend of falling issues for the past five years.	



## **PERFORMANCE OF LOCAL COMMUNITY & ECONOMIC DEVELOPMENT – APRIL TO JULY, 2003**


### **OVERVIEW OF SERVICE ACTIVITY DURING FIRST FOUR MONTHS:**

We have recently gained Market Towns Initiative funding from Advantage West Midlands, which means funding of up to £500,000 for the Market Towns of Leominster and Ross on Wye. This means that all five Market Towns in the county have successfully gained MTI status, the only county on the West Midlands to achieve this. As a result, we are now in the process of advertising for staff to help monitor this programme in each market town.

The Community Pride grant schemes in Kington, Bromyard and Ledbury continue to develop and have now issued small grants of up to £600 to several community groups, including Ledbury Cricket Club, Saltemarsh Under Fives Club, and Pembridge Village Hall.

Two new grant schemes have launched in Bromyard and Ledbury. The Shopfront Grant Schemes allow retailers with premises in specific streets in those towns to apply for grant funding to help towards the cost of enhancing the physical appearance of their premises. The LEADER+ Programme team have just issued offer letters to projects for a total of £264,000. In Kington they've received their offer letter from AWM for their third year of Market Towns Initiative, and the first Board meeting of the Kington Regeneration Company was held on the 10th June.

### **BEST VALUE PERFORMANCE INDICATOR OUTPUTS AND LOCAL PERFORMANCE INDICATOR OUTPUTS BY EXCEPTION – YEAR TO DATE:**

I.D.	MONTH FIRST +/- 10%	PERFORMANCE INDICATOR	ANNUAL TARGET	MONTH 4 OUTPUT (April to July)	OUTPUT DETAIL	TREND
<b>LOCAL 5</b>	4 	Percentage of external funding awarded for financial year, actually claimed to date	100%	Ledbury = 3.66%, Leominster = 0%, South Wye = 10.18%, Bromyard = 0.78%, Kington = 12.11%	Traditionally Quarter 1 claims tend to be lower than anticipated because although Quarter 1 starts on 1st April, programme offer letters do not arrive until mid-May. This impacts on the projects due to receive our funding, their offer of grant assistance cannot be confirmed, until we've received our offer letter. As a result the Quarter 1 claims often only reflect a few weeks of actual expenditure.	New indicator.

There are no Best Value Performance Indicators for this Service.

# PERFORMANCE OF PARKS, COUNTRYSIDE AND LEISURE DEVELOPMENT SERVICES – APRIL TO JULY, 2003

## OVERVIEW OF SERVICE ACTIVITY DURING FIRST FOUR MONTHS:

- Senior Parks Officer (Hereford City & Play Area Management) seconded to PCTCS Project Team.
- Continuing refurbishment of Queenswood secures record visitors. This boosted by Golden Jubilee Activity Programme.
- Parks staff heavily committed to countywide 'In Bloom' initiatives and presentations for the externalisation of Commercial Service.
- Service Manager appointed to post of Project Manager for the Herefordshire Jarvis Services Contract.

## BEST VALUE PERFORMANCE INDICATOR OUTPUTS AND LOCAL PERFORMANCE INDICATOR OUTPUTS BY EXCEPTION – FIRST FOUR MONTHS:

I.D.	PERFORMANCE AT A GLANCE	MONTH FIRST +/- 10%	PERFORMANCE INDICATOR	ANNUAL TARGET	MONTH 4 OUTPUT (April to July)	OUTPUT DETAIL	TREND
<b>BV119 e</b>	N/A	N/A	Satisfaction with the local authority's parks and open spaces.	66%	Annual calculation	This data will be collected as part of the Council's three yearly 'General Survey'	Output from last survey was 65%

All locally set performance indicators are reported annually. Therefore there are no exceptions to report for this Service.

## **PROGRESS REPORT ON ACCESS TO SERVICES IN KINGTON AND SURROUNDING AREAS: WESLEYAN CHAPEL.**

**Report By: Head of Customer Services and Libraries.**

### **Wards Affected**

Bircher; Castle; Golden Cross with Weobley; Kington Town; Pembridge & Lyonshall with Titley; Mortimer

### **Purpose**

1. To receive a progress report on the possible refurbishment and conversion of the Wesleyan Chapel, Kington.

### **Financial Implications**

2. The projected capital contribution costs of the options identified will be in excess of £500,000.

### **Considerations**

3. At its meeting on 27th March, 2003 Cabinet agreed that:
  - (a) subject to a viable Business Case being reported to Cabinet, the Wesleyan Chapel adopted as the preferred location to develop a new Library, INFO shop, and associated community and business services;
  - (b) the issue of ownership of the Wesleyan Chapel be considered as part of the business case;
  - (c) community consultation with Kington Regeneration Partnership be undertaken on the proposal.
4. Following consideration by Cabinet the decision was called in for consideration at a Special Meeting of the Social and Economic Development Scrutiny Committee on 9th April 2003. The call in of the Cabinet Report brought particular emphasis on the Business Case and consultation within the catchment area.
5. Advantage West Midlands on behalf of Herefordshire Council and Kington Regeneration Partnership commissioned work that has now produced an outline design and costings for the Wesleyan Chapel scheme.
6. This draft scheme provides for a plan over 4 floors (potentially incorporating a new Library, INFO shop, TIC, Registrars Office, Citizens Advice Bureau and commercial office space.)

7. At this time the capital cost of the building works for the scheme has a provisional estimate to cover capital and fitting out costs in the region of £1.61 million. It must be emphasised that these are only provisional estimated costs and previous experience with large capital schemes suggests these costs could grow significantly. Previous costs were estimated at £1.1 million on a reduced floor space.
8. Initial discussions with AWM indicate that it may be prepared to consider a capital contribution in the order of 25% of the total capital cost through the Rural Regeneration Zone. There are also other external funding opportunities, which could be explored including Objective 2 and the Heritage Lottery Fund. Initial indications suggest that if applications for all these sources of funding were successful approximately £1.1 million of the capital costs could be sourced externally leaving approximately £0.5 million to be found by the Council. There is of course no guarantee that any of these applications for funding will be successful. These figures do not allow for capital receipts that may be realised as part of the package.
9. The Revenue budget to support a project of this nature is not insignificant and again it should be emphasised that a project of this nature will seek to increase the public uptake of services, and where possible extend the available hours of access. Modernised buildings can reduce running costs, and a commercial element can provide income. However the majority of services for the building are publicly funded and free at point of access. The initial projections represent an increase of £28,000 pa above current available Revenue budgets.
10. With reference to the Library service the professional view of the Libraries Operations Manager (County Librarian) is that a significantly larger shared facility with much improved physical access and parking will give major benefits to the local community. The current library will not meet the minimum requirements of the Disability Discrimination Act; and due to the small size (140m<sup>2</sup> - less than 20% of Ross and Leominster) and poor design can only offer a limited range of services (e.g. no study facilities; no activity/display areas). The Kington library currently occupies 85m<sup>2</sup>.
11. AWM wrote to the Council on 11th June 2003 indicating that they would be prepared to become involved in the project as part of a funding package involving local partners including Herefordshire Council. AWM also suggest the establishment of a tight and realistic partnership to implement, fund and manage the project.
12. The potential to bring a significant redundant building into beneficial use clearly exists, and will represent a significant milestone for the re-development of Kington and services for the hinterland.
13. A Leader's briefing was held on 21st August on the proposals. This was followed by a consultation meeting with representatives of the local community including the Kington Town Council, representatives of neighbouring parishes, local Councillors and Kington Regeneration Partnership. There was broad agreement that the scheme as presented represented a means of resolving many of the issues related to access to services in Kington. There was a strong sense that the Council should progress the scheme as quickly as possible.
14. The Council's Cabinet at its meeting on 4th September agreed the following recommendation: "Cabinet agrees that further development work is undertaken by establishing a partnership based project team to establish funding, develop and implement the scheme". This recommendation is now being actioned and there will be a verbal update on progress at the meeting.

## **RECOMMENDATION**

**THAT the contents of the report be noted.**

### **BACKGROUND PAPERS**

- None identified

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Further information on the subject of this report is available from  
Mark Warren, Head of Customer Services and Libraries on (01432) 260617



## REGENERATION FUNDING STREAMS WITHIN HEREFORDSHIRE

Report By: Policy and Commissioning Manager

### Wards Affected

County-wide

### Purpose

1. To receive a report on the regeneration funding streams available to Herefordshire.

### Financial Implications

2. None

### Considerations

3. In recent years the emphasis placed on regeneration activity and funding has amplified at a National level, with regeneration being increasingly used as a mechanism to support economic, community and environmental development. This role is now led at a regional level by the Regional Development Agencies (Advantage West Midlands) who are responsible for co-ordinating, overseeing and delivering regeneration activity across their respective region. Similarly, the number of funding streams to support regeneration has also increased, and greater financial resources are available. Many of these funding streams cover the whole Country (such as National Lottery funding) and some are geographically targeted (such as Objective 2 European funding). Nearly all funding streams are time limited, and have strict rules about when the project activity can be undertaken.
4. Each funding stream has its own criteria and focus, with clear rules about the type and scale of regeneration activity or project it will support. However, there are a number of general criteria that regeneration funding works to. For example; regeneration funding will not support statutory services and cannot be used to replace existing government funding, such as education, housing or social services; funding streams are unlikely to support a project which is already underway; the project must show "added value" to any linked activity; very few funding streams provide all the funding for the project with most only giving a certain percentage (usually 50%); and, each project must produce outputs and benefits, such as number of people entering employment or number of people trained.
5. A breakdown of the main funding streams available and their criteria is attached at Appendix 1.
6. Over the past decade the availability of these funding streams has increased in Herefordshire, starting with many parts of the County being designated as Objective 5b European funding status in 1994, and then Objective 2 European funding status in 2000. The majority of Herefordshire is also now included in the Rural Regeneration Zone area (funded through Advantage West Midlands). Herefordshire has also been

successful in bidding for Leader+ funding to support the local natural and historic environment and Market Towns Initiative funding.

7. Herefordshire Council has made extensive use of these funding streams to support regeneration and development activity, for example Objective 2 funding and Rural Regeneration Zone funding was gained to support the current Tourism and Creative Industries development programmes; Objective 2 and Rural Regeneration Zone funding has been gained to enable workspace development in Rotherwas, and a number of geographical based regeneration schemes have been successfully established such as the South Wye regeneration programme and the Market Town development programme. This has enabled a wide range of activities to be undertaken that would otherwise not be possible.
8. The Audit Commission's Corporate Assessment of the Council in December 2002 commented that the Herefordshire Plan had provided the focus for partnership working and has contributed significantly to the Council being able to attract significant external funding to deliver projects tackling local priorities, such as rural access and pockets of deprivation. In this respect the Council has been able to punch above its weight as a small low-funded authority.

## **RECOMMENDATION**

**That the report is noted.**

## **Background Papers**

- None identified



## AN OVERVIEW OF FUNDING IN HEREFORDSHIRE

The main types of funding available in Herefordshire include;

### 1. EU Structural Funds;

- **Objective 2**

Objective 2 is a geographically targeted programme, and almost all of Herefordshire is designated as Objective 2 status. Herefordshire has access to a substantial amount of money (part of £550 million across the whole region) to fund Economic and Community Development activity. Objective 2 money will on average support up to 35% of a projects costs.

The Objective 2 Programme is based on the four pillars of the West Midlands Economic Strategy;

- i) Creating a Diverse and Dynamic Business Base
- ii) Creating Conditions for Growth
- iii) Regenerating Communities
- iv) Creating a Learning and Skilful Region

Objective 2 also incorporates three themes that each project must address;

- i) Innovation
- ii) Environmental Sustainability
- iii) Equality of Opportunity

Herefordshire projects supported include the Creative Industries and Tourism development programmes; a strategic regeneration package incorporating capital development projects; and a community regeneration funding package.

- **Objective 3**

All of Herefordshire is covered by Objective 3 status, which is focused on supporting vocational training. The key areas funded by Objective 3 include;

- To improve access to learning
- Remove barriers to employment
- Research into issues related to pay, segregation, promotion and discrimination in employment.

Objective 3 has five priorities;

- i) Active Labour Market Policies
- ii) Equal opportunities and social inclusion
- iii) Lifelong Learning
- iv) Adaptability and entrepreneurship
- v) Improving participation of women in the labour market

- **Community Initiatives:**

- i) **'Herefordshire Rivers' - LEADER +**

LEADER + is an EU funded programme, focusing on the communities adjacent to the Rivers Wye and Lugg and their floodplains, it also includes the major tributaries of the Arrow and Frome. Target groups include Young People, Old People, and the Unemployed and Underemployed. The funding for this programme includes 45% from the EU, 22% from DEFRA and 33% from other sources to be secured on an ad hoc basis.

The basis of the whole programme is to increase the social, economic and environmental sustainability of the local area. A Local Action Group Partnership (LAG) has been set up to provide guidance for organisations submitting projects and to determine funding applications. This group is representative of organisations and communities with a clear interest in the themes working within Herefordshire.

There are four objectives within the LEADER + programme, each comprising of priority themes they are;

- i) To enhance the distinctiveness of the countryside, including cultural, history and natural environment
- ii) To use environmental and cultural resources sensitively and sustainably for economic and recreational purposes
- iii) To increase environmental knowledge, awareness and skills among residents and visitors
- iv) To revitalise natural processes inherent in the county's river and floodplain systems

Grants of up to £50,000 are available, to a maximum of 65% of total project costs.

## **2. Funders from the Regional Development Agency (Advantage West Midlands)**

- **Rural Regeneration Zone (RRZ)**

This is a fifteen year long programme administered by Advantage West Midlands covering the majority of Herefordshire, Shropshire and western Worcestershire. RRZ is a major source of match funding for Objective 2 for Economic and Community Development work.

The programme has eight priority themes, called "flagships" which projects must support;

- i) Adult and Community Learning, and multi purpose Community facilities
- ii) Broadband
- iii) Business Growth and Clusters
- iv) Enterprise
- v) High quality natural and built environment and sustainable economic activity
- vi) Industrial Spaces
- vii) Young People
- viii) Catalytic Zone assets

The programme is focused towards supporting the economic growth and development of Herefordshire. Projects supported include the Redundant Building Scheme; feasibility work on the Hereford City of Living Crafts project; and the Tourism and Creative Industries development programmes,

- **Market Towns Initiative**

Funding is available through Advantage West Midlands to support the economic and community regeneration of key Market Towns across the West Midlands. Prioritised towns must first complete a market town "health check" to identify their needs and opportunities, and then put forward an action plan of work and projects to help address the issues found. All Herefordshires market towns have been prioritised for funding through this initiative, and the first phase of projects is now underway.

- **Single Regeneration Budget (SRB)**

SRB is administered by AWM, and provides resources to support regeneration initiatives carried out at a local level by local Partnerships. It's priority is to enhance the quality of life of local people in areas of need by tackling social exclusion and promoting equality.

This funding can be used as match funding for EU structural funds

The objectives of SRB are;

- i) Enhance the employment prospects, education and skills of local people
- ii) Address social exclusion and enhance opportunities for the disadvantaged
- iii) Promote sustainable regeneration, improving and protecting the environment and infrastructure, including housing
- iv) Support and promote growth in local economies and businesses
- v) Tackle crime and drug abuses and improve community safety

The main SRB programme has now ended, with resources being incorporated into the Rural Regeneration Zone. There are a number of existing SRB schemes in Herefordshire which will continue to operate with the funding originally approved. They include the South Wye regeneration programme and Herefordshire in Touch.

### 3. National Lottery Funding

There are five funding streams stemming from money raised by the National Lottery. They are;

- i) **Heritage Lottery Fund (HLF)** – supports all aspects of heritage from Historic Buildings to museums, archives, nature conservation, parks, spoken history and cultural heritage. This is achieved by supporting projects that encourage the involvement of people in making decisions about their local, regional or national heritage, conserving and enhancing the UK's diverse heritage, and ensuring that everyone can access and enjoy their heritage. Grants available are from £500 to many millions.
- ii) **Community Fund** – Priority areas and groups include;
  - Young People
  - Older people
  - Disabled
  - Black and Minority ethnic groups
  - People in areas disadvantaged by social or economic change
- iii) **Arts Council England** – this is the national development agency for the arts. Grants are available for individuals, organisation and national touring.
- iv) **The New Opportunities Fund** – this is the largest of the lottery funders, supporting health, education and environmental projects across the UK. Grants are delivered via various time-limited programmes that are designed to improve the quality of life for people and communities, address disadvantage, and encourage community participation and complement Government Strategies.
- v) **Awards for All** – this is a joint scheme from all the Lottery Distributors. Grants are between £500 and £5000, with work taking place within a year of the award being made. Priority is given to organisations with an income of less than £20,000 per year. Priority areas and groups are in place, the priority areas do not include Herefordshire.



## HEREFORDSHIRE PLAN AMBITION GROUPS

Report By: Director of Policy and Community

### Wards Affected

County-wide

### Purpose

1. To consider recent progress in relation to the Herefordshire Plan Ambitions relevant to the Policy and Community Directorate.

### Considerations

2. The Policy and Community Directorate has overall responsibility for the development and delivery of the Herefordshire Plan for the Council. In addition the Directorate is involved in supporting the delivery of a number of the 10 Ambitions in the Plan. Progress in delivering each of these ambitions is set out in turn below.
3. **Business, Economic Development and Tourism Ambition Group**

“Ambition: To support Business Growth and create more and better paid work in Herefordshire”

The Group has met four times since January 2003.

### Membership

The Ambition Group includes representatives of Herefordshire Council, Economic Development Service, Herefordshire and Worcestershire Learning and Skills Council, Chamber of Commerce and Business Link for Herefordshire and Worcestershire, Herefordshire Council, Tourism Service, Advantage West Midlands, Herefordshire Council, Forward Planning Service, Jobcentreplus, Federation of Small Business and the Voluntary Sector Assembly. The Cabinet Members (Economic Development, Markets and Property) and (Rural Regeneration and Smallholdings) attend the Ambition Group.

There are also two sub groups looking at Food and Agriculture and Tourism issues.

William Lyons from the Chamber of Commerce is acting Chair and Adrian Marshall, Economic Investment and Development Manager, and Val Pike, Economic Investment and Development Support Officer, from Herefordshire Council facilitate the Group.

### General

### Presentations

So far this year the Ambition Group has received presentations from:

- The Chamber of Commerce and Business Link on their performance in the County;
- West Midlands Employment and Low Pay Unit on the services they provide and the issue of quality employment;

- ❑ The role of Leominster Market Towns Officer;
- ❑ The role of the Technology Co-ordinator from Malvern Hills Science Park
- ❑ Proposals for Edgar Street Grid
- ❑ Hereford City Partnership and the City of Living Crafts Scheme
- ❑ The Role of the Business ICT Broker and the e-gateway

### **Economic Development Strategy**

Work has progressed on revising the Herefordshire Economic Development Strategy with a view to developing more focussed priorities for the County.

Grant assistance from AWM has been obtained and Consultants EDAW Ltd employed to undertake Phase 1 scoping and visioning work. This will involve a workshop with Council Members.

The strategy will be completed by the end of March 2004. The task will then be to co-ordinate an action plan to take it forward on the ground.

### **Rural Inward Investment Study**

This has been completed but the action plan has not been progressed owing to restructuring within AWM. It is expected that a start on implementing the action plan will be made before the end of the year.

### **Business Advice Fairs**

Following a proposal from the Group, Business Advice Fairs will take place in Bromyard, Leominster, Kington and Ledbury in November.

### **Sub-Groups**

The Tourism Sub-group has been converted into the management role for Herefordshire Tourism. The Group's main task has been to review and work on the new Tourism strategy for the County.

The Food, Drink and Agriculture sub-group has merged with a sub-group from the Environment Ambition Group to form the Sustainable Land Use Group. The group will address issues of farming, forestry and food and drink production across the County. The new group has developed a set of Terms of Reference and identified Priorities and a draft Action Plan for the next year, which, when finalised will feed into the Action Plans for the two 'parent' Ambition Groups.

### **Benefits**

The main benefits to the County from the partnership working engendered by the Group include:

- ❑ A stretching of resources due to avoidance of duplication and competition amongst the providers of economic development services;
- ❑ Leverage of external funding through co-ordinated support for projects;
- ❑ Building capacity and awareness of activities within different organisations and thus increasing the dynamism of staff;
- ❑ Being flexible and innovative in the way partners work together.

## **4. Community Development and Local Services Ambition Group**

"Ambition: Encourage communities to shape the future of Herefordshire"

### **Membership**

The Ambition Group includes representatives from a variety of statutory, voluntary and community organisations from across Herefordshire. The membership now includes two representatives from the Voluntary Sector Assembly, and two representatives from the Community Development Workers Forum (Practitioners Group). The group has recently carried out a review of its working practices and membership and has moved to a structure of one core group and four sub-groups, to enable more people to become involved in supporting and delivering the Community Development Strategy for Herefordshire.

### **Strategic work**

The Community Development Strategy 2003-2006 has been adopted and work on the 2004/5 Bi-annual Action Plan will be completed by the end of November 2003. The strategy now contains four strategic aims to include community regeneration and partnership working issues.

The Ambition Group and its members contribute to wider strategic work through representation on other groups, such as the ARCH, Parish Plans and Herefordshire Voice steering groups. The Ambition Group has also contributed to the development of strategies including the Council's "Involving Communities" strategy. The Ambition Group is currently engaged in prioritising areas of work for 2004/5 including local priorities, and this will feed directly into influencing external funding programmes in the county.

### **Community Team**

The community team, who support the work of the ambition group, has expanded through recruitment of two Local Public Service Agreement funded Community Involvement workers. Along with the existing Herefordshire Partnership Community Involvement Co-ordinator, the community team has been delivering a wide range of projects in support of the Community Development Strategy and the Council's "Strategy for Community Involvement". This work has included strategy development, provision of advice and guidance, delivering training and producing best practice guidance, leading on the Parish Plans initiative and assisting Parish Councils and local communities in the production of Parish/Community Plans across the County and the co-ordination of community involvement activity. The team also plays a key role in supporting partnership working in community development and community involvement across the County.

### **Who's Who 2003 Guide**

A guide to over 180 community workers working in the County was produced at the end of February 2003. Work is going on in preparation for a web-based Who's Who Guide for 2004.

### **Community Workers Training**

The Ambition Group has been working in partnership with Community First and University College Worcester in piloting a Community Skills training programme leading to Open College Network (OCN) credits. The first intake of workers is nearing completion of the first stage and the project is being evaluated with a view to seeking continuation funding.

### **Network links**

The Ambition Group continues to develop communication and partnerships to deliver the Ambition. The Community Development and Local Services Ambition Group (CDLSAG) continues to support the Herefordshire Rivers Leader+ project, Social Inclusion Ambition Group, Herefordshire In Touch Content Group, Herefordshire

Information and Research Network, Rural Regeneration Zone Management Group and various national steering groups, such as the Countryside Agency/ODPM funded "Bridges project". This networking with other groups ensures that the Ambition Group is making effective linkages across the county in support of its aims.

## **5. Community Safety Partnership**

"Ambition: Reduce crime and disorder and make Herefordshire safer."

### **Membership**

Since the merger of the Herefordshire Community Safety Partnership and Drug Action Team, we have continuously evaluated membership to ensure all relevant partners attend. This has resulted in streamlining of PCT membership and the engagement of the Police Authority.

### **Partnership activities**

This period has been particularly busy for the partnership, now 18 months into its second three-year strategy. Work has progressed around:

- Two strong areas of work on anti-social behaviour: around young people and targeted work in identified hotspots
- The Noise project is growing – further events been held in South Wye – also nominated for national community safety award
- Currently have 8 ASBO's and 2 breaches have resulted in prison sentences
- 10 Community Support Officers have been well received – two more due to start early next year
- Partnership is using arts as a means of engagement, close working relationship developing with The Courtyard
- Domestic violence awareness raising leaflets produced and distributed
- Domestic violence service provision mapping carried out. Some gaps, these will be filled with floating support, funded by Supporting People.
- Alcohol Arrest Referral Scheme Pilot Project currently being developed with Bulmers, received Cabinet Office interest
- Merged Alcohol Implementation group (licensing and enforcement biased) with PCT's Alcohol Group
- Closer working relationship between Road Safety Implementation Group and LPSA Road Safety Working Group
- The Institute of Advanced Motorists (IAM) have completed 38 x 1hour talks at colleges; 750 young people were educated
- 3 HeARTS courses held this year (advanced motorcyclists course)
- Successful Sport England bid – recruiting Sports Referral Co-ordinator to work with ex and stabilised drugs misusers
- Young Persons Substance Misuse Team established
- Further development of local community Drug Forums (local people tackling local drugs issues)
- Many of our Implementation Groups carried out sets at Crucial Crew – estimated that 18,000 children have participated in Crucial Crew in the 10 years it has been running
- 18 month pilot being developed with GOWM utilising a Community Safety Community Development worker – they will be used to assist in the setting up of the Rural Safety Groups



## **6. Herefordshire Cultural Consortium**

“Ambition: Develop Herefordshire as an active, vibrant and enjoyable place to be”

The Ambition group has met four times since January 2003, to include three meetings and one planning session.

### **Membership**

Members of the Herefordshire Cultural Consortium come from a range of backgrounds and organisations to include; Hereford College of Art and Design, The Courtyard Theatre of the Arts, Halo Leisure, Herefordshire Sports Council, Business Link, The Voluntary Sector Assembly, Herefordshire Council and the voluntary sector. The areas covered by the representatives of the Ambition Group are; the arts, sport, libraries, heritage, tourism and recreational countryside. The associate membership continues to increase in numbers with more voluntary organisations and individuals becoming involved. The Chair and Vice-Chair posts have recently been re-elected, with the Chairman providing wider links through his membership of the Regional Cultural Consortium – West Midlands Life. Recently introduced were role descriptions and role specifications for each member to clarify member's role and what is expected. The Cabinet Member (Community and Social Development) attends this Ambition Group.

### **Strategic work and research**

In April 2003 the Herefordshire Cultural Consortium produced and disseminated it's third annual Action Plan, and in May 2003 the Ambition Group produced a Final Report on their Action Plan for 2002/3.

This year the Herefordshire Cultural Strategy will be reviewed. This update will go beyond the current strategy and incorporate emerging local, regional and national policy for culture. As part of the public consultation, a Citizens Panel Questionnaire was circulated during April 2003, with the results analysed in August. This Survey is the first major consultation covering culture and leisure in the County, in recent history and has produced some surprising results. In addition, during September the Cultural Consortium arranged 'visioning events', one with Council Members and Heads of Service, the other with Ambition Group members, Associate members, Ambition Group Facilitators and Herefordshire Council Officers. At these events, participants described their vision for Herefordshire in the next ten years, identified and prioritised culture and leisure projects that could enable the visions and looked at ways to measure the results. The next step in the review of the Cultural Strategy will be to bring all this information together, culminating in the production of a concise revised Herefordshire Cultural Strategy by the beginning of 2004.

### **Communication and disseminating information**

In order to promote effective communication both into the Herefordshire Cultural Consortium and out to organisations and the public, since January 2003 the Ambition Group has produced seasonal newsletters, distributed in hard copy through; partner organisations, public buildings and on the Herefordshire Partnership web site. All publications of the Ambition Group, to include the Annual Action Plan, Final Report, and supporting documents and strategies are published on the Herefordshire Partnership web-site.

In addition, the group organised the second Herefordshire Culture and Leisure Funding Fair on 3rd April, 2003, which provided information to local culture and leisure organisations, particularly in the voluntary sector on funding opportunities.

Over 100 people attended the talks and information stands and following continued positive feed back another Fair is being organised for April 2004.

### **Network links**

The Herefordshire Cultural Consortium continues to support the Herefordshire Rivers Leader+ project, with members on the Local Action Group and one of the members chairing the Project Appraisal Committee. A member of the Ambition Group Chairs the Objective 2 ARCH (Action for Regenerating Communities in Herefordshire) Steering Group help to identify and prioritise projects in line with the County's Cultural Strategy and Cultural Consortium Action Plan. Members of the Ambition Group support the Ross Creative Learning Centre project, aimed at development of the current Youth Centre, through the Steering Group and co-ordination support. A member of the Herefordshire Cultural Consortium is on the Parish Plans contact group, with the remit to support the community in compiling their plans, respond to requests for services and make note of trends and needs to re-assess the Cultural Consortium's priorities.

## **7. Herefordshire Learning Partnership**

"Ambition: Provide excellent education, training and learning opportunities in Herefordshire for all ages"

The Council is the lead body for the Herefordshire Learning Partnership. The Herefordshire Learning Partnership is a newly formed group, arising from a merger between the Herefordshire Partnership Education Ambition Group and the Herefordshire Lifelong Learning Partnership. There is a requirement for Learning Partnerships to be in place across the Country. The Learning Partnership is represented regularly at quarterly regional meetings facilitated by the Birmingham Learning Partnership where all twelve West Midlands-based LPs are present. This forum encourages regional networking and supports LPs working together on regional projects (eg Rural Regeneration Zone projects).

During July/August 2003, the Learning Partnership has engaged in a wide-ranging consultation with partners on its future structure, its overall roles and responsibilities, and designated sub-groups. Proposals have now been drawn up and are being circulated to all partners. There is an opportunity to make further comments and it is then proposed to hold a half-day event to launch the newly re-structured Learning Partnership.

The present proposal, which incorporates the findings of the consultation, involves the inauguration of a single Partnership Board of seventeen members representing defined educational sectors and major stakeholders. Representatives are thus drawn from Further Education, Higher Education, Schools, The Early Years Development and Childcare Partnership, Private Training providers, Voluntary and Community Sectors, Herefordshire Council Policy and Community Directorate, Education Directorate, Job Centre Plus, the Chamber of Commerce, Advantage West Midlands and the local Learning and Skills Council.

The present sub-group structure of thematic and geographically based community groups is largely retained in the new structure. However, three new thematic groups are proposed namely a Skills Strategy Thematic Group (covering training/ACL for 19 – 50 age group), a Learner Support Group (covering transport/childcare/Information, Advice and Guidance/Mentors/Special Needs) and a Facilities Group looking at all accommodation issues (eg ACL Centres).

The Learning Partnership draws down through the local Learning and Skills Council an annual grant presently set at £62,145. These funds support the administration of the Partnership, and the employment of Community Learning Officers who provide a link between local communities and the partnership providers.

The Learning Partnership is actively supporting the development of a network of Adult and Community Learning Centres across the County, a process that will now be greatly aided by the setting up of a specific Facilities sub-group. The Partnership has also recently participated in a series of consultations with the local LSC, the Post-16 Federation and the Herefordshire Association of Colleges and Schools (HACS) to explore the possibility of enhancing linkages between the various Groups and avoiding any wasteful duplication.

## **8. Social Inclusion and Anti Poverty Ambition Group (SIAPAG)**

“Ambition: To Reduce Poverty and Isolation in Herefordshire”

The membership of this Ambition Group includes representatives from service provider and user groups across the voluntary sector and statutory bodies. Facilitation for the group is provided from within the Herefordshire Partnership Support Team and administrative support comes from this team and from the Community Legal Partnership. The Ambition Group has formed a number of task groups which are addressing specific priority areas.

### **Involving excluded groups in decision making and consultations**

This group is developing a list of accessible meeting rooms and venues. The Group is also working with the Involving Communities team on an ‘Imagine’ Project examining the aspirations of local people for their County.

### **Raising Awareness**

This group will be involved with the CAB in an advice column in a local newspaper to raise awareness of inclusion issues and rights.

### **Standards and Best Practice**

This group has developed a set of communications standards to ensure that publications are as accessible as possible to readers. These standards have been trialed with the revision of the Herefordshire Plan.

### **Identifying and Addressing issues which are particular to Rural People**

This group is working to produce baseline data on rural areas and issues and to provide this in a useful format to decision makers and workers.

### **Anti Poverty**

This group has launched a Welfare Rights Forum for Herefordshire. The forum will initially focus on the ‘Quids for Kids’ campaign and later in the year on the Age Concern ‘Winter Warmth’ campaign. It is envisaged that the members of the forum will be more involved at some times than others, as the campaigns reflect the interests of their groups.

## **RECOMMENDATION**

**THAT the report be noted.**

## **BACKGROUND PAPERS**

None identified.



## STAFFING NUMBERS WITHIN SOCIAL AND ECONOMIC DEVELOPMENT

Report By: Director of Policy and Community

### Wards Affected

County-wide

### Purpose

To advise Members of the staffing numbers within the Social and Economic Development departments of the Policy and Community Directorate.

### Financial Implications

The total cost in salaries including superannuation and national insurance for the current year for Social and Economic Development excluding those posts that are externally funded, is £4,468,150 (Social Development = £3,443,710 and Economic Development = £1,024,440).

### Considerations

The Policy and Community Directorate is made up of both staff who report within the remit of Social and Economic Development and those who report within Policy and Resources.

The total numbers of employees as at 1st October, 2003 within the Policy and Community Directorate was 491. This was made up of:

Full Time Equivalents	361
Full Time	271
Part Time	220

The total number of staff in Social and Economic Development:

<b>Culture, Leisure &amp; Education for Life</b>	<b>F/T</b>	<b>P/T</b>	<b>total</b>	<b>FTE</b>
HoS and Secretary/Administrator	1	1	2	1.40
Directorate Support	8	3	11	9.91
External Liaison*	6	3	12	7.32
Cultural Services (Heritage, Tourism, Arts and Archives)	30	42	72	51.50
Parks, Countryside and Leisure Development	15	13	28	19.49
Youth Service**	18	54	72	27.56
<b>TOTAL</b>	<b>78</b>	<b>116</b>	<b>197</b>	<b>117.18</b>

<b>Community &amp; Economic Development</b>	<b>F/T</b>	<b>P/T</b>	<b>total</b>	<b>FTE</b>
HoS and Secretary/Administrator	2	0	2	2.00
Economic Development	9	0	9	9.00

Further information on the subject of this report is available from Geoff Cole, Head of Culture, Leisure and Education for Life on (01432) 260721

Local Development	10	9	19	15.51
Policy and Commissioning	16	5	21	18.25
<b>TOTAL</b>	<b>37</b>	<b>14</b>	<b>51</b>	<b>44.76</b>

<b>Customer Services, Libraries &amp; Information</b>	<b>F/T</b>	<b>P/T</b>	<b>total</b>	<b>FTE</b>
Manager and Secretary/Administrator	2	0	2	2.00
INFO	13	24	37	25.13
Libraries	32	61	93	60.06
<b>TOTAL</b>	<b>47</b>	<b>85</b>	<b>132</b>	<b>87.19</b>

*\*in this section 3 full-time staff report outside Social and Economic Development and 3 full-time staff report outside the Council structure.*

*\*\*Not included in these figures are Community Youth Worker for Hereford City North and Training and Accreditation Officer which are vacant. Other vacancies in the Youth Service are 20+ part-time workers totalling 3.9 fte (143 youth hours per week).*

The total numbers of employees as at 1st October, 2003 within Social and Economic Development was 342. This was made up of:

Full Time Equivalents	226.0
Full Time	151
Part Time	191

The following posts have been externally funded through various funding schemes:

<b>POST TITLE</b>	<b>% FUNDED BY HEREFORDSHIRE COUNCIL</b>
<b>External Liaison</b>	
Outreach Exercise Consultant (South Wye)	72.2% plus accommodation etc
Walking for Health Co-ordinator	6.4% plus accommodation etc
Race Equality Development Officer	0% (once Partnership is set up)
Exercise Referral Co-ordinator (LIFT)	50% salary and on costs
DAT Co-ordinator	Salary funded by HC but training and office funded by external sources
Community Safety Partnership Co-ordinator	0% - accommodation/administration support funded by HC
Cricket Development Officer	0% - accommodation/administration support funded by HC
Assistant Cricket Development Officer	0% - accommodation/administration support funded by HC
Child's Rights and Advocacy Officer	75% salary and on costs
<b>Leisure Development, Parks and Countryside</b>	
AONB Officer	Varying contribution towards the 25% funded by partners of AONB
AONB Information Officer	Varying contribution towards the 25% funded by partners of AONB
<b>POST TITLE</b>	<b>% FUNDED BY HEREFORDSHIRE COUNCIL</b>
<b>Community Youth Service</b>	
South Wye Youth Forum Worker	47% - no on-costs
Outdoor Education Co-ordinator	0% - accommodation/administration support

	funded by HC
Rural Contact Worker	0% - no on-costs
Youth Participation and Action Worker	46% - no on-costs
Herefordshire CVYS Co-ordinator	100% - funded by HC
2 x Youth Participation and Action Workers (North and South Hereford) – Vacant	Funded through LPSA Grant
<b>Cultural Services</b>	
Creative Industries Co-ordinator	12% includes on-costs, accommodation, etc
Creative Industries Assistant	12% includes on-costs, accommodation, etc
Creative Industries Outreach Worker	6% includes on-costs, accommodation, etc
Tourism Enterprise Officer	9% includes on-costs, accommodation, etc
Tourism Enterprise Assistant	9% includes on-costs, accommodation, etc
Crafts Officer	50% plus accommodation, etc
<b>Local Development</b>	
Kington Regeneration Co-ordinator	50.36% ALL
Kington Monitoring and Admin Officer	30.77% PERCENTAGES
South Wye SRB Programme Manager	54% RELATE TO
South Wye SRB Monitoring & Admin Officers	54% DIRECT
Regeneration Co-ordinator (Grants & Prog)	50% SALARY
Delegated Grants & Programmes Officer	50% COSTS
LEADER+ Programme Manager	0% INCLUDING
LEADER+ Monitoring and Admin Officer	0% NATIONAL
Ledbury Market Towns Assistant	14.14% INSURANCE
Bromyard Market Towns Assistant	0% AND
Leominster Market Towns Support Officer	25.31% SUPERANNUATION
Ross on Wye Market Towns Support Officer	25.59%
<b>Economic Investment and Development</b>	
Property and Information Officer	50%
Rural Shows Co-ordinator	0%
Regeneration Manager (Programme Development)	90%
Regeneration Officer (Programme Development)	90%
<b>Policy and Commissioning</b>	
Programme Officer (Programme Monitoring)	0%
Programme Officer (Programme Delivery)	24.7%
Senior Policy Officer	42%
European Officer	50%
Policy Officer	37.5%
Policy Officer	87.5%
Team Support Assistant	0%
Programme Officer (Programme Delivery)	0%
<b>POST TITLE</b>	<b>% FUNDED BY HEREFORDSHIRE COUNCIL</b>
<b>Policy and Commissioning (Cont)</b>	
Project Monitoring and Support Officer	100%
Lifelong Learning Development Officer	100%
Community Learning Officers	100%
Family Learning Development Officer	100%
Community Involvement Assistant	50%

Community Planning Worker	50%
Community Involvement Co-ordinator	82.5%
Admin Assistant	85%
<b>Policy and Communication</b>	
Senior Research Officer	33% plus on-costs, accommodation, etc
<b>Customer Services, Libraries &amp; Information</b>	
Project Manager (PLEA)	0% includes on-costs, we provide accommodation, etc
Research and Information Co-ordinator	0% includes on-costs, we provide accommodation, etc
<b>eModernisation</b>	
HIT Programme Manager	0% includes on-costs, accommodation etc
Administrator	0% includes on-costs, accommodation etc
e-Gateway Project Manager	0% plus on-costs, accommodation, etc (to be appointed)

The total cost of the external funding monies raised by Social and Economic Development is £8.95 million per year over period 2000 - 2006 (£53.75 million). Annual Budget to support programmes £650,000 of which £125,000 comes from sources external to the Council.

## **RECOMMENDATION**

**THAT the report be noted.**



## 10 REVIEW OF POLICY ON FESTIVALS

Report By: DIRECTOR OF POLICY AND COMMUNITY

### Wards Affected

County-wide

### Purpose

1. To propose that the Social and Economic Development Scrutiny Committee undertakes a review of the policy on Festivals within the Arts Programme supported by Herefordshire Council.

### Considerations

2. The Council supports a number of Festivals throughout Herefordshire. The focus of the Festivals varies as does the level of direct support and in kind support the Council makes available.
3. Following issues and concerns raised by festivals which took place this year, mainly around funding and investment, the Cabinet Member (Community and Social Development) approached the Chairman of the Social and Economic Development Scrutiny Committee to request that a review of Festivals be undertaken.
5. To be effective this needs to be a short and concise piece of work feeding into both the review of the policy on the Voluntary Sector and the general grants programme. It is proposed that this be scheduled to report back to the Committee at its meeting on 27th November allowing it to dovetail with the work of the Voluntary Sector Grants Panel and Voluntary Sector Review.
6. Four members of the Committee will sit as a panel. This panel should include the Chairman and Vice-Chairman who, as a member of the Voluntary Sector Grants Panel and the Voluntary Sector Review Team, has an obvious place within the group. The Committee would nominate a further two members. It is envisaged that the work of the panel would draw on evidence from the expert witnesses recruited by this Committee (some of whom attended the meeting on 4th September).
7. The panel would sit on two occasions to receive evidence, some of it by written statement, including the opportunity for representatives of the Festivals to participate. The conclusion would be presented to the Committee at its meeting on the 27th November, 2003 and then reported back to the Cabinet Member as soon as possible. This would fit in with the timetable described previously.

### RECOMMENDATIONS

- THAT (a) the Committee nominates two members to join the review panel;**
- and**
- (b) the timetable and actions outlined above are agreed.**

### BACKGROUND PAPERS

- None identified

