

Action Plan Resulting from the Review of Hereford City Partnership

Ref	Accepted recommendation	Action	Timescale	Progress November	Lead Partner
17.1	That Herefordshire Council reinstates the Cabinet Member Portfolio with responsibility for Economic Development. This Cabinet Member should take the lead on a strategic vision for Hereford City with support from partner organisations such as HCP and ESG, and ensure links with the wider County.	Councillor Blackshaw is the council representative on the HCP Board, with officer attendance by the Social and Economic Regeneration Manager. Discussions will begin with HCP and other partner organisations, such as ESG Herefordshire Ltd, to develop a strategic vision for Hereford City to fulfil the desired outcome of the scrutiny review	June 2008	Stakeholder on establishing a vision due to start in April 2008.	Councillor Blackshaw, HCP Board and partner organisations in the City
17.4	Herefordshire Council relocates the Hereford City Manager to one of its City Centre office spaces.	City Manager moved to a temporary desk space in the Town Hall that is available until December 2007. A decision needs to be made regarding the office location from this time.	December 2007		Herefordshire Council
17.5	That the City Manager's job particulars have a person specification prepared to go with the job description	Recruitment competencies were agreed by the Board and attached to the job description prior to advert in April 2004. These are still relevant to the post but need updating.	January 08	Action completed	City Centre Manager
17.6	The Hereford City Manager be provided with administrative support	HCP to confirm the level of administrative support that is required	December 2007		Chairman of the Board and City Manager
17.7	The Membership of Hereford City Partnership be reviewed to ensure that all areas of the City are represented including the addition of major retailers as Members.	Asda have already been invited to be on the Board and the new manager of M&S will be approached to join when they are appointed.	April 2008		City Partnership

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17.8	That additional funding is put into HCP to support the Hereford City Manager and administrative support be provided in the short term prior to the emergence of a whole city vision and the development of ESG	HCP to draw up proposals for additional funding that will be considered by the Council as part of the 2008/09 budgetary process	November 2007	Process underway	HCP Management Committee
17.9	That the annual funding of £16,000 which is put into HCP by Hereford City Council is matched by Herefordshire Council over the next three years, plus HCP maintains its existing funding and infrastructure support commitments to continue and develop its activities and events	See response to 17.8	As above		As above
17.10	That Hereford City Council investigates the possibility of increased support for HCP through the level of precept levied in the city.	This is already in hand as the City Council are prepared to pay additional grant towards events in the City e.g. the Hereford Health & Wellbeing Event	On going	On Going	City Manager and Hereford City Council
17.11	That Hereford City Partnership commences regular budgeting procedures and produce income and expenditure accounts.	Already being actioned by HCP	December 2007	Completed	Chairman & City Manager and Company Secretary
17.12	That Hereford City Partnership concentrate their main activities on the City Centre's economic and environmental wellbeing.	City Partnership to evaluate the merits of this and to decide on the main activities for the company in discussion with the Cabinet Member for Economic Development.	February 2008		HCP Board
17.13	That Hereford City Partnership liaise with other key partners with an interest in the City, including Hereford City Council, Herefordshire Council, Edgar Street Grid, South Wye Development Trust, and Rotherwas Futures.	See response for 17.12	February 2008		HCP Board

17.16	That Hereford City Partnership fully instigates the proposed retail membership scheme with varying levels of membership to generate income.	Recommendation passed to the City Partnership for discussion and decision	March 2008	Under consideration	City Manager
Additional Recommendations		Action	Timescale		Lead Partner
1. Linked to the desired outcomes of the review, a set of performance measures are formed for which milestones in achievement are monitored at each Board meeting.		Action Plan based on Business Plan updated and reviewed at every Board Meeting. HCP to explore additional performance milestones	December 2007		HCP Board
2. A work programme detailing events for the forthcoming six months is circulated to partners including the local authority to ensure co-operation and a joint approach to High Town Management.		The City Manager and the Social & Economic Regeneration Manager to meet with Markets & Fairs to discuss an annual activity and event plan for the City centre	November 2007	Event plan for 2008 agreed with Markets & Fairs	Social & Economic Regeneration Manager and City Manager