

Portfolio Development Plan 2012-13

Community Engagement, Cohesion & Wellbeing

Portfolio Holder: Cllr Pain

Lead Officers: Matthew Bradford, Beverley Jolly, Peter Rowbotham

Corporate Vision

That the residents of Harborough District live in safe, prosperous, sustainable, self-reliant and well informed communities, where they are happy to take the decisions and empowered to take the actions that shape their own lives.

That Harborough District Council is felt to support and assist residents in a cost effective way to build the communities they choose.

Priorities

Work with communities;

- 1) To develop places in which to live and be happy.
- 2) To provide the right public services to the right standard and at the right price.
- 3) To encourage a vibrant and sustainable business community, intent on wealth creation.
- 4) To support the vulnerable in our society at the heart of the communities where they live.

1. Portfolio Remit

- Recreation & Leisure
- Leisure Centres
- Museum
- Safeguarding Children
- Older People
- Youth Forum/ Young People
- Children's Centres
- Leicestershire Rural Partnership
- Community Planning
- Voluntary Sector
- Harborough Improvement Team
- Partnerships
- Parish Liaison
- Consultation
- Citizens Panel
- Locality Working
- Big Society
- Customer Insight
- Health & Well Being
- Equality and Diversity

2. Budget Figures:

	<i>Approved Budget 2011/12 £</i>	<i>Approved Budget 2012/13 £</i>
Direct Expenditure		
Direct Income		
Net Direct Expenditure		

3. Planned Portfolio Actions

Portfolio Action	Priority Link	Lead Head of Service	Service Areas Involved to Achieve Action	Planned Start & Finish Dates	Outcome (including performance measurement)	Major Project? (Y/N)	EIA Required? (New, Review or No) <i>If yes, include details in Section 6 below</i>	Consultation Required? (Y/N) <i>If yes, include details in Section 7 below</i>	Are Risks included in Section 5 below? (Y/N)
Implement the outcomes of the transformational review of services within this portfolio.	Dependent on the outcome of the review								
Implement the outcomes of the transformational review of our Community Partnerships.	Dependent on the outcome of the review								
Implement the requirements of the Localism Act									
To improve the health and well being of our communities ensuring health inequalities are addressed where they exist	Live and be happy Vulnerable	Norman Proudfoot	Leisure Health & Enforcement	2012/13	Establishment of Health & Well-being partnership Identified target action plan	N	N	With Key stakeholders	
Empower and enable the community to lead a more active lifestyle	Live and be happy Vulnerable	Matthew Bradford	Leisure	2012/13	Increase participation in sport and physical activity by all members of the community	N	N	N	Y Risk with reduced funding to

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	ble								Active Together funding based upon perceived inequalities at LSOA level
Work in partnership with, and support groups and organisations to shape the communities where they live and provide a range of activities	Live and be happy Vulnerable	Matthew Bradford	Leisure	2012/13	With the right level of support, communities are pro-active in providing a wide range of cultural, sport and physical activity projects within their localities National and regional initiatives are delivered at a local level	N	N	N	N
To ensure the District is ready and capitalises on the benefits that will arise from the Olympic and Paralympics games.	Live and be happy Business	Matthew Bradford	Leisure Comms Open Spaces	2012	Ensure the Torch Relay successfully passes through the district and the communities have 'their moment to shine' Clubs are supported to capitalise on the increased interest and	Y	N	N	Y

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					new people wanting to participate				
Work in partnership to develop a sustainable and independent model for Harborough Museum	Live and be happy Business	Matthew Bradford	Leisure	2012/13	Progress work to establish an independent governance structure as per agreed timescales	Y	N	N	Delays due to working with external partners
Safeguarding – continuing to meet the requirements of Section 10 & 11 2003 Childrens Act	Vulnerable Service	Beverly Jolly	Leisure	2012/13	Embedding safeguarding training throughout the organisation in particular regarding inductions and contractual arrangements. Ensuring dedicated serious response to reported incidents by staff and the community	N	N	N	N
Embedding UN Article 12 throughout the work of the Council to ensure there is two way communication	Live and be happy	Matthew Bradford	Leisure	2012/13	Roll out of young peoples citizens panel as a communication tool. Continue to celebrate Young Peoples	N	N	N	N

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between Young people and Council Officers and Members					involvement with high profile events around local democracy Supporting the work of Rural Youth Project to lead to tangible youth led community development projects				
Peer assessment against the 'Achieving' level of the Equality Framework for Local Government	2,4	Beverley Jolly	All	To be confirmed	Achievement of the standard	No	No	No	No
To establish and implement a local Health Forum to develop and deliver the objectives of a Health and Wellbeing Strategy	1,4	Norman Proudfoot	Leisure and Community Housing	April 2012 to March 2013	That the health forum is established and objectives in the Health and Wellbeing Strategy are progressed	N	Yes	Yes	No
Facilitate the proposed move of Harborough Improvement Team to the Voluntary Sector.	1,2,3,	Peter Rowbotham	Human Resources, Finance, Community Partnerships	April 2012 to December 2012	Transfer of responsibility of HIT to voluntary sector enabling more opportunities for growth.	No	No	Yes	No

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Have a structure in place to deliver locality working within Harborough	1,2,3,4	Peter Rowbotham	Community Partnerships, Human Resources,	April 2012 to June 2012	Delivery of priorities on a multi agency basis across the Harborough locality.	No	Yes	No	No
Engage relevant Partners and have plans in place to deliver the locality priorities	1,2,3,4	Peter Rowbotham	Community Partnerships	April 2012 to June 2012	Delivery of priorities on a multi agency basis across the Harborough locality.	No	Yes	No	No
Introduce and monitor effective performance measures for VASL, CAB and the One Stop Shop, Lutterworth.	2,4	Peter Rowbotham	Community Partnerships	April 2012 to March 2013	Voluntary sector outcomes contribute with the Councils own priorities	No	No	No	No
Review the Councils Partnership Register (annual)	2	Peter Rowbotham	Community Partnerships	September 2012 to October 2012	Up to date Partnership Register.	No	No	No	No
Publish a consultation calendar on the Councils Intranet system and web site.	1,2	Peter Rowbotham	Communications & Consultation	Complete during April 2012.	Will avoid unnecessary duplication of time and resources by allowing exercises to be coordinated and combined where appropriate.	No	No	Yes	No

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Develop a database for capturing evidence of the collected Equalities information	1,2,4	Peter Rowbotham	Communications & Consultation	April 2012 to September 2012	Meet the Councils Equality Policy.	No	No	No	No
Have an area on the web site dedicated to consultation outlining how people can get involved	1,2	Peter Rowbotham	Communications & Consultation	April 2012 to May 2012	More focused use of resources, skills and experience will reduce consultation fatigue and overload	No	No	No	No
Develop methods to consult with hard to reach groups and young people.	1,2,4	Peter Rowbotham	Communications & Consultation	April 2012 to September 2012	All consultations will be more representative of our community	No	No	No	No
Enforce use of the Councils approved Consultation toolkit.	2	Peter Rowbotham	Communications & Consultation	April 2012 to June 2012	Consistent approach to consultation across the Council.	No	No	No	No

4. Performance Measurements

KPI Reference	Performance Measurement	Purpose for Measurement	Priority Link	2010-2011 Actual Outturn	2011-2012 Predicted Outturn	Target 2012-2013
NI 8	Adult participation in sport and active recreation					
LPI200	100% of all consultations exercises use the Councils Equality Monitoring procedure	Consistency Contribution to a central database outlining the make up of our community.	1,2,4	New		
LPI201	VAL - % of VCS groups receiving advice or training who have increased their capacity to run their own groups or services more effectively	Effectiveness of VAL and contribution to Big Society	1,2,4	New		
LPI202	CAB – Number of closed cases (as a % of all cases) relating to debt, council tax, benefits and housing.	Effectiveness of CAB and its contribution in providing independent advice on Council services	1,2,4	New		
LPI203	Harborough Improvement Team – Number of volunteer hours	Effectiveness of HIT and contribution to Big Society	1,2,4	New		
LPI204	Harborough Improvement Team – Estimated amount of support provided (£)	Effectiveness of HIT and contribution to Big Society	1,2,4	New		

5. Risk Analysis (including Partnership Risks)

Detail of risk	Impact Negligible = 1 Marginal = 2 Critical = 3 Catastrophic = 4	Likelihood Almost Impossible = 1 Very Low = 2 Low=3 Significant=4 High = 5 Very High =6	Rating (Impact x Likelihood)	Lead Responsibility	Mitigation
Failing to meet 'Achieving' standard of EFLG	2	4	8	Richard Ellis	Undertake gap analysis and create action plan to remedy any shortfalls

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6. Planned Equality Impact Assessments

(From Year 2 of HDC's 3 Year EIA Plan and section 3: Portfolio Actions above)

Equality Impact Assessments			
Name of Policy or Function to be Assessed	Service Area / Lead HoS	Start Date	Finish Date
EIA Hear by Rights Standard	<u>M. Bradford</u>	<u>March 2012</u>	<u>December 2012</u>
EIA Children & Young People's Strategy	<u>M. Bradford</u>	<u>March 2012</u>	<u>December 2012</u>
EIA Sports Alliance Action Plan	<u>M. Bradford</u>	<u>March 2012</u>	<u>December 2012</u>
EIA Arts & Heritage Service	<u>M. Bradford</u>	<u>March 2012</u>	<u>December 2012</u>
EIA Public Meetings	<u>M. Bradford</u>	<u>March 2012</u>	<u>December 2012</u>
EIA Health and Wellbeing Forum	<u>N. Proudfoot</u>	<u>March 2012</u>	<u>November 2012</u>

What are you doing

- Eliminate discrimination, harassment and victimisation?
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The Corporate Equalities Group promote best practice across the organisation

Consult effectively by ensuring that hard to reach groups are represented.

7. Planned Communication / Consultation

Communication / Consultation			
Communication / Consultation Exercise	Purpose	Planned Date	Method
Transfer of Harborough Improvement Team to the voluntary Sector	Formalise the move in a structured and legal way,	April 2012 to September 2012	Appropriate consultation with relevant stakeholders
Internal coordination of all consultation events	Have one consultation calendar to better coordinate our consultation exercises.	Complete by April 2012	E mail and extraction of information from portfolio plans

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