



DRAFT PORTFOLIO HOLDER DECISION NOTICE

PROPOSED INDIVIDUAL DECISION BY THE DEPUTY LEADER

TOPIC – DEPUTY LEADER PORTFOLIO PLAN 2013/14

PROCEDURAL INFORMATION

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Chief Operating Officer, the Chief Executive and the Chief Finance Officer are consulted together with Chairman and Vice Chairman of The Overview and Scrutiny Committee and any other relevant overview and scrutiny committee. In addition, all Members are notified.

If five or more Members from those informed request, the Leader may require the matter be referred to Cabinet for determination.

If you wish to make representation on this proposed Decision please contact the relevant Portfolio Holder and the following Committee Administrator by 5.00pm on Thursday 18 July 2013.

Contact Officer:

Eloise Appleby, Assistant Director (Economic Prosperity) Tel 01962 848 181

Email: eappleby@winchester.gov.uk

Committee Administrator:

Nancy Graham, Tel: 01962 848 235, Email: ngraham@winchester.gov.uk

SUMMARY

Approval is sought for the attached Deputy Leader Portfolio Plan 2013/14. The concept of producing Portfolio Plans was approved by Cabinet as part of the Change Plans 2012/13: Consultation Draft report ([CAB2249](#), 9 November 2011 refers).

Positioned alongside the four Change Plans which capture only the most significant actions to which the Council is committed, the Portfolio Plans include many of the other actions, though less significant that still contribute to the overall delivery of the three outcomes included in the Community Strategy and the Council's own outcome to be an "Efficient and Effective Council".

Portfolio Holders will be responsible for monitoring the actions included in their respective Portfolio Plan through their regular discussions with the relevant Heads of Team.

PROPOSED DECISION

That the Deputy Leader Portfolio Plan 2013/14 be approved as attached at Appendix 1.

REASON FOR THE PROPOSED DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

The attached Portfolio Plan forms part of a suite of Plans with one for each Portfolio Holder. Each Plan includes the significant actions put forward by Heads of Teams that have not been included in relevant Change Plans which were approved by the Council in January 2013.

RESOURCE IMPLICATIONS

The resources allocated to the delivery of individual actions are largely contained within existing resources commitments for individual teams as part of the budget setting process. However, where insufficient resources are available, including either capital or revenue funding, this may be the subject of a future growth bid which will require appropriate Member approval before the project can be progressed.

CONSULTATION UNDERTAKEN ON THE PROPOSED DECISION

The Deputy Leader with Portfolio for Economic Development has been consulted on the projects included in the attached Portfolio Plan.

FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE

N/A

DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED

N/A

DISPENSATION GRANTED BY THE STANDARDS COMMITTEE

N/A

Approved by: (signature)

Date of Decision

Councillor Rob Humby

Deputy Leader

Draft Deputy Leader Portfolio Plan 2013/14



Assistant Director (Economic Prosperity)

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
ECON/2013/007 Economic Vision for Winchester Town	Programme: Encouraging innovative solutions to premises and transport challenges in the Town area	We have a clear and agreed economic vision and plan for Winchester Town	First visioning paper drafted	30-Nov-2012	31-Mar-2013	Assistant Director (Economic Prosperity); Corporate Director (Operations)
EP/006 Low Carbon Roadmap and Employment Plan	Low Carbon Roadmap and Employment Plan	We have developed a detailed and costed roadmap for delivery of the District's 30% carbon reduction objective and associated creation of a green economy.	Final Roadmap delivered to WCC	01-Feb-2013	31-Jul-2013	Assistant Director (Economic Prosperity)
			Action plan drawn up based on study and agreed with key partners	30-Apr-2013		
			Implementation of action plan starts	30-Apr-2013		

Economy and Arts

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
ECON/2013/00 1 Rural planning guidance document	Update rural planning guidance in light of NPPF and Local Plan part 1		Updated document drafted	28-Jun-2013	31-Jul-2013	Head of Economy & Arts
			Updated document launched	31-Jul-2013		
ECON/2013/00 2 Rural town centre development	Our rural towns are managed in a co-ordinated and effective manner		Town centre manager recruited for Bishops Waltham, Wickham and Denmead	30-Apr-2013	14-Mar-2014	Head of Economy & Arts
			New Market Towns' Development Officer begins work	07-May-2013		
			Market Towns Development Officer presents a plan of action for the year to Bishops Waltham, Wickham and Denmead.	31-Jul-2013		
ECON/2013/00 3 Bandstand Marathon in Winchester	Plan, organise and run the second Bandstand Marathon in Winchester	Local performers are given the opportunity to perform at an outdoor venue, free to the public.	Winchester is registered as a national Bandstand Marathon venue	31-May-2013	31-Oct-2013	Head of Economy & Arts
			Location is booked and arrangements made	28-Jun-2013		
			Performers are invited to attend	12-Jul-2013		

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
			The event is publicised	31-Jul-2013		
			The Bandstand Marathon takes place	30-Sep-2013		
ECON/2013/004 Portable events space	A portable events space is commissioned and managed by the council	A portable space for public and private events is created	A commission inviting proposals is publicised	30-Apr-2013	31-Dec-2013	Assistant Director (Economic Prosperity)
			Public consultation takes place on shortlisted proposals	28-Jun-2013		
			The commission is awarded	12-Jul-2013		
			A new portable events space is complete	30-Sep-2013		
			The first year of the events space is programmed	31-Oct-2013		
ECON/2013/005 Film development	A project focussed on developing the film industry in Winchester is developed	A clear career path for film makers is established within Winchester	A film summit is held to establish existing activity around film education, training and careers	31-May-2013	28-Mar-2014	Head of Economy & Arts
			A commission is advertised to meet the needs of film makers in Winchester	28-Jun-2013		
			The film development commission is awarded	31-Aug-2013		
ECON/2013/006 Youth music development	Young people are given the opportunity to take part in music		Inception meeting with SoCo and Winnall Rock School is held	01-Apr-2013	31-Mar-2014	Head of Economy & Arts

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
	who would otherwise not engage with this activity		The commission is awarded	01-Apr-2013		
			Initial taster sessions are planned and publicised	30-Apr-2013		
EP/003 One to one mentoring support for jobseekers	One to one mentoring support for jobseekers.	30 volunteers recruited and trained by the end of the year. Pilot completed with a minimum 6 jobseekers	Commission advertised	31-Jan-2013	31-Mar-2014	Head of Economy & Arts
			Contract awarded	21-Mar-2013		
			Volunteers recruited	26-Apr-2013		
			Service launched	01-May-2013		
			One year operational review	31-Mar-2014		
EP/004 Workspace Winchester	Workspace Winchester: - demand study (to cover whole District) - premises search - feasibility/business cases	Demand study and public meeting provide convincing evidence for a capital project. Business Plan developed to inform 2014/15 capital programme.	Plans made to address workspace issues across the District as a result of the research carried out during 2013.	31-Mar-2014	31-Mar-2014	Head of Economy & Arts
EP/007 Hampshire Superfast	Hampshire Superfast Broadband	We have established practical planning processes and	HCC to submit bid for Govt funding - WCC to write letter of support	18-Apr-2011	31-Mar-2014	Head of Economy & Arts

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
Broadband		policies which support the development of a thriving rural economy.	Report to Cabinet seeks approval for formal partnership with HCC, based on refined costings etc	30-Nov-2012		
			Start of roll out of Rural Broadband	31-Mar-2013		
			Formal partnership agreement with HCC drafted	12-Dec-2013		
			Roll out of Rural Broadband finishes	31-Mar-2014		
HQE/003.11 Art Programme for West of Waterlooville	Creating a distinctive streetscape through artistic vision and community participation	WoW Art Contribution is deployed successfully to enhance the new development and build a strong new community	Paper approved by WoW Forum	29-Sep-2011	28-Mar-2014	Assistant Director (Economic Prosperity)
			New Art Panel meets and set ToR	03-Nov-2011		
			Specification for Art Strategy drafted	30-Nov-2011		
			Art Strategy completed	30-Apr-2012		
			Year One delivery of art strategy action plan contracted	29-Jun-2012		
			End of Year One action plan, including review by WoW Art Panel	27-Sep-2013		

Museums

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
MUS/2013/003 Bar End depot store disposals and transfer to new accommodation	Transfer necessitated by the closure of the depot in Bar End Road and the consequent need to quit the archaeology store located on the site.	Reduced costs, increased efficiency of storage facilities. Accommodation fit for purpose.	Continue the process of post-excavation recording and disposals specifically of ceramic building material, slate and soil samples	30-Jun-2013	31-Dec-2013	Head of Museums
			Fit out new accommodation ('Estates' side of F2?) with racking in preparation for the transfer	30-Sep-2013		
			Removal of collections to new accommodation	31-Dec-2013		

Sports and Physical Activity

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
SPORT/2013/001 Development of a Legacy Plan by the Winchester District Sports & Physical Activity Alliance	Development of a Legacy Plan by the Winchester District Sports & Physical Activity Alliance, following the workshop held in September 2012	Sports and Physical Activity Alliance Action Plans to deliver Legacy Framework each year	To be agreed	TBA	01-Apr-2013	Head of Sports & Physical Activity
SPORT/2013/001 Report on the viability of a new leisure centre for Winchester	Report on the viability of a new leisure centre for Winchester	The Council has agreed its preferred option in relation to River Park Leisure Centre	To be agreed	TBA	30-Jun-2013	Head of Sports & Physical Activity

Tourism

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
EP/008 Developing the Winchester and Heart of Hants Destination Management Partnership	Developing the Winchester and Heart of Hants Destination Management Partnership	Growing membership of partnership Impact measured via overnight stays, day visits and annual economic value of tourism study	Open meeting for tourism businesses	29-Mar-2013	31-Mar-2014	Head of Tourism
			Speakers organised for Tourism Conference on 3 July	31-May-2013		
			Workshops organised for Tourism Conference	14-Jun-2013		
			Exhibition, food and post lunch tours organised for tourism conference	22-Jun-2013		
			Online survey to tourism businesses regarding DMP performance and future on and offline campaigns	30-Jun-2013		
			Strategy developed following assessment of responses from online survey and feedback after tourism conference	30-Nov-2013		

Performance Measures

The following performance measures will be used to demonstrate the progress that is made during the year against the actions and projects included in this Portfolio Plan. Regular updates for these performance indicators will be provided on the Council's website.

Deputy Leader Portfolio

Performance Measure	Rationale for performance measure	Update Frequency	What is good?	2013/14 target
Total number of visitors in person to Winchester City Museums	This performance measure gives an indication of throughput at the museums run by the Council and can be used to identify not only trends but also the popularity of exhibitions,	Monthly	A higher figure is good	100,000
Total number of Museums volunteers (1/2 days)	This is a measure of community involvement that brings obvious benefits to museums enabling the best use to be made of resources.	Monthly	A higher figure is good	No target set
Number of exercise referrals in deprived areas	This PI is important as it enables us to measure the impact our Exercise Referrals have on our priority areas. Working closely alongside Housing & Landlord Services, the Active Lifestyles project is a key priority of the focused wellbeing service that the Housing team are asked to offer.	Quarterly	A higher figure is good	100
Number of Passport to Leisure users from Deprived areas	This measure will enable us to understand the impact direct marketing of a sport and physical activity programme will have on priority areas. Working closely alongside Housing & Landlord Services to encourage residents from priority areas to sign up to the P2L scheme will contribute to a key priority of the wellbeing service that the Housing team are asked to offer.	Quarterly	A higher figure is good	75

Performance Measure	Rationale for performance measure	Update Frequency	What is good?	2013/14 target
Throughput of attendances across the District Health Walls Scheme	This PI reflects a key SPAA partnership priority which focuses on increasing the amount of adults that are physically active across the district. Although Winchester has good percentages of physically active adults the Health Walks scheme engages with an older and more sedentary population.	Quarterly	A higher figure is good	4,000
Number of unemployed claimants (aged 18-24) as a percentage of working population – Winchester District	This measure provides a useful, if crude proxy for the general health of the local economy. From this data we can make assumptions about the local workforce and the amount of jobs available in the area.	Monthly	A lower figure	No target set
Footfall on the lower High Street	This measure provides data how busy the High Street is and is especially relevant of monitoring shopping activity. It also provides useful information about how busy the city centre is during key events, eg Hat Fair.	Monthly	A higher figure	No target set
Number of new start up businesses	This performance measure will provide the data to show that new businesses are starting up within the Winchester District contributing to the economic prosperity outcome.	Annually	A higher figure	No target set
Total number of VAT registered businesses in the District	As above, this measure provides the data to show	Annually	A higher figure	No target set
Total number of customers who use the Tourist Information Centre	This measure is a guide to the number of visitors to the City	Monthly	A higher figure	No target set