

Appendix A: 2019/20 Q4 and end of year promises performance

Ref	Promise	When by	Lead officer/s	Lead Board member	2019/20 Q1	2019/20 Q2	2019/20 Q3	2019/20 Q4/end of year	RAG status
<b>Priority: People</b>									
<b>Goal: Helping people to be healthy, happy, active and supported</b>									
19/20 P111	Work with partners to increase levels of cycling and walking by supporting the delivery of new routes in Evesham and the development of cycling and walking plans for Droitwich Spa and Pershore by 31 March 2021.	31/03/2021	Fred Davies	??	Co-ordination meetings have been held with relevant county and Wychavon officers to help with the delivery of cycling and walking projects in Evesham. The procurement of footpath improvements in Corporation Meadow, Evesham to provide a surface suitable for cyclists has been undertaken and works will start in Q2 with funding from the county council. A Future High Street Fund application which included active transport proposals was submitted but we have subsequently heard has not been successful. An option for the delivery of a foot and cycle path along Wyre Road, Pershore is being prepared as part of the Pershore Northern Link Road scheme. Finally Pershore has attracted a Tour of Britain Mens cycle stage on 12 September – this will be used to help promote local interest in cycling.	Construction works started on the cycle/walking surface improvement in Corporation Meadow, Evesham. The Tour of Britain Mens cycle stage successfully held in Pershore on 12 September.	Corporation Meadow combined footpath/cycleway completed October	Council approved the appointment of an active travel project officer to lead work on new cycle routes and the development of cycling and walking plans. This will be a fixed term post at a cost of £50,000 per year for two years, financed from earmarked reserves.	Green
16/17 P111	Invest up to £5 million in sport and leisure facilities by 2020.	31/03/2020	Jem Teal	Rob Adams	Work has commenced in Inkberrow on an extensive s106 project, involving the bowls club, tennis club, football club and play area. The football element is subject to a grant to the Football Foundation that WDC is assisting with.  The Evesham 3G was successful in its football Foundation Fund Grant (£576K) and we are awaiting the conclusion of the footpath diversion before works commence.  A way forward has been identified in developing football facilities at Droitwich Leisure Centre, involving the key clubs.	We are supporting Inkberrow Football Club in their Football Foundation bid and the required planning application is being submitted in Q3. Work has commenced on the Evesham 3G pitch and pavilion (total cost around £1.5 million, looking to complete in May). Discussions with the Football Foundation have stated for potential grant support in relation to the agreed 'way forward' in partnership with the local clubs. One small Section 106 project at Pershore Rugby Club has been completed for enhanced changing provision (£25K)	Work on Evesham 3G and pavilion has commenced and although slightly behind timetable (due to the record wet autumn) looking at completion in May 2020  Sufficient s106 monies (£1 million) have been received to progress work on Pershore Sport Hub (at the High School) looking to phase work in order to cater for future s106 receipts.  Droitwich 3G and pavilion refurbishment has been reported to Council – there will be a delay to this project due to the possibility of external funding. Looking at a project value of around £1.5million  An exciting opportunity has arisen at the Valley in Evesham for the delivery of a comprehensive cycle facility including a hub building (cycling repairs and hire), mountain bike trails, pump track velodrome, simulated road circuit and inclusive track (for disabled riders) a funding application has been submitted (total cost of the project	The 3G pitch at Evesham Utd. was completed last month, however, work on the Pavilion building has paused due to Covid 19. All was to schedule but as of today we are unable to comment on the completion date.  The Cycle track at the Valley has also paused due to Covid 19, although the Council were successful in a £500k 'Places to ride' application towards the project cost.  Droitwich 3G and pavilion project is also on hold, Engineers have been measuring the site and the building plans have been put onto the Property Teams list of pending jobs.  All other projects have been paused due to Covid 19.	Green
18/19 P112	Work with partners and sports clubs to set out detailed plans and investment opportunities for multi-sports hubs for Droitwich Spa, Evesham and Pershore by 31 March 2020.	31/03/2020	Jem Teal	Rob Adams	Decisions by the special Executive Board and then Council on 24 July regarding 3G sport pitches for Evesham and Droitwich are key to the delivery of our vision for multi sports hubs in these towns. See above for further information	See above with regard to Evesham and Droitwich. Pershore is still awaiting the trigger points to be reached to release Section 106 funds. Planning permission for Droitwich is likely to be submitted during February 2020.	See above – expecting to put a planning application for Droitwich Spring 2020	Evesham: - Plans have changed for the Evesham Sports Hub, with the opportunity to locate the cycle track at the Valley (away from Evesham Utd.). Plans are progressing well and £500K has been secured from British Cycling on an indicative design. The Covid 19 has impacted the project moving forward, with limited availability of specialist design consultants but we are moving forward with an 'in-house' solution working with the Property Team and Engineers. The 3G pitch at Evesham Utd. has been completed, although again the Pandemic has resulted in the suspension of works to the new Pavilion which is 70% complete. Work has been on-going with the Cricket Club for their potential relocation to the site adjacent to Evesham Utd. but funding is a concern, plus the viability of the Cricket Club (Cricket Nationally has had a huge downturn in registered players, over 30% in three years.  Pershore: - Sufficient s106 funding has been received by the Council to move	Green
<b>Goal: Supporting people most in need</b>									
19/20 P121	Work with partners to improve social mobility across the district and invest a further £200,000 over three years to support and improve outcomes for free school meal eligible children and their families.	31/03/2022	David Manning	Christopher Day	Expression of Interest submitted to the WCC Business Rates Pilot scheme. This has been successful and a full application to the scheme is being worked up. If successful this application will add significant additional resource to the £200,000 budget. Project plan being shaped with three main key areas - Early Years / Key Stage 2+ and positive activities.	Full application for the Worcestershire County Council Business Rate Pilot scheme for social mobility in Wychavon written and submitted. This application was successful and we were awarded £268,500 over three years from the public health budget. Key project areas worked up and main actions identified. Next step is recruitment of additional officer resource and agreement of KPIs with WCC.	Funding arrangements signed off with Worcestershire County Council. New Social Mobility Officer recruited and started in post in November. Project delivery started with particular emphasis in this quarter on positive activities and outreach provision. Also focus on partner engagement. Next steps will be development of the early years element.	Delivered the second small grant programme awarding £18780 to twenty schools and early years settings. Starting to collate the best practice from round one of the grant scheme to share via website. Started to develop new early years hub in Evesham using Bengeworth as a hub for speech and language in the area. Held inaugural project reference group for the project to ensure a joined up approach with partners in all aspects of social mobility. Developed and promoted a series of 8 workshops for childminders and early years settings to start on 30 March based on Oracy, Speech and language, Physical Development and Health with good initial response. Planned a one day transition conference to be held in April. The workshops and conference are on hold for the time being due to COVID-19. We have also taken the decision not to commit significant sections of the project budget until we have a clearer idea of need during and following COVID-19. We are however, still developing key areas such as the early	Green
17/18 P122	Invest in and work with partners to pilot a three year programme to improve aspirations, health and life chances in the Droitwich West ward.	31/03/2020	Cherrie Mansfield / David Manning	Christopher Day	The bid to the lottery supported by Wychavon that will see community support and outreach on the estate for the next three years has been successful and DCVS has secured £360,000 over three years. It will also see the community centre supported and financially viable for the foreseeable future. We have recruited new trustees for the Community Association and they are starting to turn the centre round. The new public open space on Westwood Road has been completed and we have brought in £10,500 match funding from the Town Council to support this. The feasibility on the underpasses project is still ongoing and we are working up a project with the High School to build a community education centre.	Supported more positive activities programmes on the estate including more outreach sessions for children over the school holidays with DAFFY, some day trips for particularly vulnerable families and over 200 free swimming sessions over the holidays in partnership with Wychavon Leisure. The underpass project has completed its feasibility stage and was presented to the Town Council. In addition a new project to open up the central precinct of the estate is being worked up.	Proposal for a two year extension to the Droitwich West project accepted which will take the project through to March 2022. A successful Christmas event was carried out with around 150 residents attending over the afternoon. Work on the underpass project is continuing and Droitwich Town Council have agreed to contribute to the project by providing funding to extend the number of underpasses included in the project.	The community centre is now able to operate independently without support from WDC and is now self sustaining for the next three years with a new set of trustees. A new project to redevelop the centre of the estate has been procured and work was due to start in early April. The underpass project has been developing well with design briefs ready and the tendering for the artists ready to start. Tree works have been carried to the area surrounding the A38 underpass to open up the main pedestrian entrance into the estate and deter anti social behaviour. COVID-19 has meant that both the underpass project and the renovation project have been put on hold until such times as restrictions are lifted. However the project has continued to be involved by keeping contact with the foodbank, school and DCVS to monitor impact on the Westlands.	Green

Ref	Promise	When by	Lead officer/s	Lead Board member	2019/20 Q1	2019/20 Q2	2019/20 Q3	2019/20 Q4/end of year	RAG status
18/19 P123	Work with partners to support people affected by the roll out of Universal Credit from November 2018 by 31 March 2020.	31/03/2020	Vic Allison	Ron Davis	There will be a less proactive role for us now that the CAB have taken over the provision of digital and personal budgeting support. We continue to support the DWP with Universal Credit claims through Civica and offering digital access at our contact centres for claimants.				Green - completed
18/19 P124	Develop and implement a homeless prevention plan including earlier intervention for those threatened with homelessness, more prevention tools and a personal engagement plan for customers setting out how we will work together to solve their housing difficulties by 31 March 2020.	31/03/2020	Elaine Salter	Christopher Day	During the last quarter, further work has been undertaken within the service to review progress in the implementation of the Homeless Reduction Act 2017. This has identified what is working well and where further actions would help improve the visibility of the work and the work flow. This learning will inform the Homeless Prevention Plan. The action planning as a result of the Rough Sleeper Task & Finish Group is also in progress and changes are being made to the Worcestershire Homeless Strategy to incorporate requirements of the National Rough Sleeper Strategy including any new high level strategic actions. It is proposed that the first draft of the Rough Sleeper Task and Finish Group Action Plan will be ready this Autumn. Final meeting is due to be held on the 11 September 2019 for group sign off.	The homeless prevention agenda is progressing with a revision being made to the current Worcestershire Homelessness Strategy to include actions which have resulted from the Rough Sleeper Task & Finish Group. Part of this will include the provision of both county and district actions for rough sleepers including localised SWEP in Evesham. Further work is also progressing in respect of improving the use of IT to support the homeless service and processes. We also have some additional resource from MHCLG bids to further support access into rented accommodation and to improve move on arrangements for homeless singles and couples. Building on the work progressed to date, a Homeless Prevention Plan is to be drafted and it is hoped to have a draft by the end of November 2019.	Further work has been carried out to inform the draft Homeless Prevention Plan. This has included a review of the operational practices and the introduction of software improvements as well as revised and more detailed quality assurance processes to ensure the prevention options advice and personal housing plans are to a good standard. The Homeless Prevention Plan is on track to be completed by the target date.	Prevention Plan has been drafted and sent to Graphics in mid-March 2020. Will be ready for distribution shortly.	Green
<b>Priority: Place</b>									
<b>Goal: Keeping the district clean, green and safe</b>									
19/20 P211	Work with partners to reduce the crimes most affecting our district through supporting communities, delivering education and awareness campaigns, coordinating community days of action and property marking events.	31/03/2020	Rob Rich / Elliott Nixon MHDC	Rob Adams	Provided home security equipment to victims of burglary and domestic violence. Held eight property marking events with over 100 items of property marked. Launched a property marking scheme in Fladbury. Supporting development of 15 Neighbourhood Watch schemes. CCTV cameras currently installed in two locations. Multi-agency estate walkabout at Westlands in June.	Engaged with local sports clubs near to Westlands regarding site security.  50 Bikes marked (25 at Boardman Centre Event) 6 Property Marking Visits inc. Evesham Golf Club 4 Property marking Events Rural Watch Planning meetings with Farmers and then with Glos. Police	Hosted a Protect Your Business, Protect Your Staff Event which took place in November at Sixways. The event raised awareness of business crime, cyber crime and modern day slavery.  Around 1500 young people from middle and secondary Schools across Malvern and Wychavon received a hard hitting drama production raising awareness of Child Criminal Exploitation and county lines drug dealing. The performances were very well received by both students and teachers alike.  Held a property marking event in Drakes Broughton in November, cancelled a planned day of action due to the general election and installed a camera for revictimisation in Evesham.  Large social media campaign during Hate Crime Awareness week and 16 Days of Action against Domestic Abuse.	The team has been working on the councils' response to Covid-19 throughout Q4. No additional update.	Green
19/20 P112	Over the next two years install at least 20 additional electric vehicle charging points in car parks across the district and publish a plan setting out how we will encourage businesses, developers and communities to install more charging points.	31/03/2021	Vic Allison David Niblett	Emma Stokes	Following a review of the identified sites and confirmation of the availability of an electricity connection, tenders have been invited for the installation of the charging points.	The EV charging point contract to deliver charge points at five of our car parks has been awarded to Swarco UK Ltd. The on site installations will commence late 2019 and be completed and operational in March 2020.	The installations will now commence in January 2020 and will be completed and operational before the end of March 2020. Policy on charging has been agreed by the Executive Board.	Charging point installation nearing completion but the units are not fully commissioned. The charging points at Pershore High Street (Asda) and the Civic Centre are operational however.	Green
19/20 P213	Invest £200,000 over the next two years to improve play areas, equipment and paths in our parks.	31/03/2021	Jonathan Hulbert	Emma Stokes	Order placed for first project to start in September/ October. Some other projects in planning stage.	Work due to start on first project - Cotswold Rise footpath once ground conditions allow. Progress on several other projects with view to tendering in the next 1 - 2 months.	Flooding has delayed progress due to officers and contractors time being directed to clean up works.	Engineers and officers are working on some projects. No works started on site due to floods and COVID.	Amber
19/20 P214	Work with partners to promote and support delivery of the emerging Worcestershire Pollinator Strategy including the creation of new and improved habitats for bees, butterflies and other insects in council managed green spaces by 31 March 2021.	31/03/2021	Jim Burgin Liz Etheridge Jonathan Hulbert	Tony Rowley Emma Stokes	Joint working between Heritage and Parks and Green Space to establish new habitats in Droitwich, Evesham and Pershore with more planned. Early results are promising and areas are being assessed for possible improvement. Signs have been installed to indicate areas for pollinators. We are looking to harvest seed from some areas for use on improving existing areas and starting new ones. Also working with Worcs County Council on the County Pollinator Strategy which is informing local strategy development. FAQ's on web site. Supporting Parish Councils with advice and identifying habitat creation opportunities. Resoration works at Avon Meadows to create 5ha of species rich grassland. Transferring thinking and opportunities to MHDC in developing the 5Yr Action through the Environment Policy Development Panel.	Development of National Lottery Heritage Fund 'Heritage Horizons' bid under Local Nature Partnership umbrella to create strategic level project targeting wildlife networks and connectivity, including pollinators, across WDC/ MHDC and wider Worcestershire. Bid submitted 11 Oct. MHDC - actions under Policy Development Panel include contacting Parish Councils to gauge interest; identify land opportunities and further support requirements. As at 10 Oct 11 PC's had responded.	Plans to harvest seed from some sites for use on others proved impractical due to wet ground conditions. Areas will still be developed but with the use of bought seed.	We have continued with the restoration of 15 ha of species rich grassland on Avon Meadows finding new flower species during survey last year, including common knapweed, ox-eye daisy, wild carrot, grass vetchling and bulbous buttercup. Volunteers have also been planting pollinator-friendly wildflower plug plants underneath hedgerows on the meadows to provide nectar earlier in the year than the meadow flowers. Our management of the hedgerows and wider habitats at Avon Meadows has attracted the brown hairstreak butterfly with one egg found on the blackthorn hedgerow. This is the second most southerly record for this species in Worcestershire and it seems to be doing well, with eggs found for the first time at Stoulton Woodland as well. Our partnership with Bishampton and Throckmorton Parish Council to deliver enhanced management of Shorthorn Woods is also paying off for pollinators, with 60 brown hairstreak eggs found this winter. In previous years, these would have fallen to the flail mower, but	Green
16/17 P214	Adopt at least three new play areas and open spaces in the towns.	31/03/2020	Sharon Casswell	Emma Stokes	The adoption process is progressing for two play areas with associated open space in Evesham (Offenham Road) and one off Kilbury Drive, Whittington again with associated public open space.	The adoption of the areas at Offenham Rd, Evesham is now with Planning Enforcement to resolve. Kilbury Drive Whittington is now due for inspection of remedial works.	Kilbury Drive, Whittington adoption has been delayed due to part of the adoptable public open space being used for soil storage. Legal are pursuing	Planning enforcement are involved with Kilbury Drive, Whittington and for Offenham Road.	Red
18/19 P217	Run a three year campaign to reduce litter and use of plastics involving a package of measures including education, litter picks and enforcement action by 31 March 2021.	31/03/2021	Sharon Casswell	Emma Stokes	Launched Adopt a Street campaign with 93 individuals signed up and 13 businesses. Hosted a public meeting with Evesham Anti-Litter Group with 50 people attending. Launched Green Dog Walker Scheme with Cllr Emma Stokes among those signing up. Installed 20 new litter bins at grot spots in Evesham. Identified 12 additional grot spot locations in Westlands, Droitwich for further action. Signed up to the government's anti-litter campaign Keep it, Bin It. Installed crisp packet recycling point at Hetty's Vintage Tea Room in Pershore with 418 packets collected for recycling.	Signed up to the Keep Britain Tidy Bin it for Good campaign - working to identify charities to take part. Signed up to a national roadside littering trial with Keep Britain Tidy - due to be implemented in Q3. If successful will be rolled out across the district. Adopt a street signs ups now passed 200 individuals and organisations. Crisp packet recycling point installed at Tesco in Evesham. So far 2,845 packets sent for recycling as part of plastic reduction pledge. Developed and launched 30 Days of Zero Waste campaign encouraging waste reduction, increased recycling and plastic reduction in particular. FPN issued for littering from vehicle in July using dash cam footage and another in August. Promoted via the media and gov delivery.	Carried out a test of a roadside littering trial with Keep Britain Tidy. Awaiting analysis in January 2020, early indications are mixed and looking to use lessons learned to roll out across the district. 30 Days of Zero waste campaign delivered which included plastic reduction measures. Posts were seen on social media 75,229 times with 491 link clicks. These were supported by press adverts. Another 4,559 crisp packets were sent for recycling during Q3.	Mixed results from roadside littering trial. We are looking into developing our own signage as we believe the issue was caused by the design of the signs by Keep Britain Tidy Group. The 'Adopt a street' scheme was still open but the delivery of kits was suspended during lockdown. As of the end of Q4, 270 individuals and organisations had signed up. We launched the Bin it for good campaign in Q4 but we had to suspend it because of the lockdown restrictions. We identified 23 grot spots in Evesham and carried out monitoring on them. In 13 of the 23 locations we saw a noticeable improvement in the grade quality of the street due to measures put in place. The other 10 were either new locations, no change or a couple that deteriorated. We ran a Bathroom	Green
18/19 P218	Install adult changing places in public toilets in Broadway, Droitwich, Evesham and Pershore by the end of 2019.	31/12/2019	Sharon Casswell	Emma Stokes	Changing places toilets have been installed in the following public toilets: Viaduct meadow - Evesham, Church Close - Broadway and St Andrew's - Droitwich. The final toilet will be incorporated into the new build Church Close Pershore by the end of December 2019.	Changing places toilets have already been installed in Broadway, Droitwich and Evesham. Works in Pershore have been delayed due to the requirement for recovery archaeology during the excavation of the old footings on Church Walk. The delay is expected to be five weeks. It is anticipated that completion will now be February 2020, a couple of months later than originally planned.	The works are now due to be completed by the end of January 2020 for Church Walk, Pershore toilets including changing places facilities. Subject to full council approval Waterside, Evesham toilets are to be rebuilt with Changing Places facilities, estimated completion date early 2021.	In addition to achieving the three adult changing facilities we are planning to install a new one in Waterside Evesham toilets when rebuilt.	Green - completed
<b>Goal: Delivering quality, affordable homes</b>									

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19/20 P221	Create a new urban designer role to lead work on delivering well designed, high quality and locally distinctive development.	31/03/2020	Jack Hegarty	Tony Rowley	Recruitment underway in quarter two for new Urban Designer. Interviews took place in August and appointment made.	Joanne Bounds in Urban Designer role due to start 4 Nov 2019.	UD postholder concentrating on the masterplanning of Worcestershire Parkway with design advice input on the larger planning applications; Assistant Urban Designer post(12 month contract) approved.	0	Green - completed
16/17 P221	Identify local housing needs and support the delivery of sites for rural affordable housing.	31/03/2020	Elaine Salter	Christopher Day	Completed Housing Needs Surveys for Norton Juxta Kempsey and Offenham Parishes and planning to undertake further Housing Needs Surveys across the District. The initial estimates of new affordable homes for Q4 is 89 and of these 21 units (23.6%) were delivered in rural areas. These included 5 units in Bishampton, 2 units in Crothorne, 8 units in Bevere (North Claines) and 6 units in Fernhill Heath (North Claines). The remainder delivered in the market towns of Droitwich, Pershore and Evesham.	Wychavon: The initial estimates of new affordable homes for Q1 is 86 and of these 34 units (39.5%) were delivered in rural areas. These included: 4 units in Pinvin, 15 units in Bevere (North Claines) and 15 units in Fernhill Heath (North Claines). The remainder being delivered in the market towns of Evesham, Droitwich and Pershore.  Malvern Hills: This quarter we have enabled the delivery of an estimated 54 new affordable homes. Of these, 36 units (66.7%) were delivered in rural areas. These included; 3 units in Leigh & Bransford, 2 units in Clifton-Upon-Terne, 1 unit in Upton Upon Severn, 12 units in Little Malvern & Welland and 18 units in Rushwick. Of the 18 units in Rushwick, 11 completed during 2018/19 but were reported late and have been accounted for in this Quarter. The remainder being delivered in Malvern Town.	Wychavon: The initial estimates of new affordable homes for Q3 is 95 and of these 21 units (22.1%) were delivered in rural areas. These included; 6 units in Pinvin, 14 units in Drakes Broughton and 1 in Sedgeberrow. The remainder being delivered in Evesham, Droitwich and Pershore.  Malvern Hills: This quarter we have enabled the delivery of an estimated 74 new affordable homes. Of these, 41 units (55.4%) were delivered in rural areas. These included; 2 units in Alfrick, 18 units in Hallow, 6 units in Rushwick and 15 units in Upton Upon Severn. The remainder being delivered in Malvern Town.	Wychavon: The initial estimates of new affordable homes for Q4 is 38. Of these, 20 units (52.6%) were delivered in rural areas. These included; 8 units in Sedgeberrow and 12 units in Drakes Broughton.  Housing needs surveys have been completed for Bretforton, Defford and Besford, Beckford, Conderton, Overbury and Ashton Under Hill. Surveys have been dispatched for Pinvin and Cleveve Prior and will report by end of Q1 2020-21.  A total of 299 new affordable homes have completed during 2019-20. Of these, 93 units (31.1%) were delivered in rural areas. These included; 14 units in Pinvin, 43 units in Bevere (North Claines), 27 units in Drakes Broughton and 9 units in Sedgeberrow.	Green
16/17 P222	Improve the standards of at least 200 private sector homes through giving advice, carrying out inspections, providing support to owners and taking action where necessary.	31/03/2020	Elaine Salter	Christopher Day	This quarter the standards of 17 properties have been improved. Bringing the total to 202 in total exceeding the target of 200 by 2020.	This quarter the standards of 8 properties have been improved. Bringing the total to 210 which exceeds the target of 200 by 2020.	This quarter the standards of 31 properties have been improved. Bringing the total to 241 which exceeds the target of 200 by 2020. We are now aiming for 280 by the end of the year and provide quarterly updates against that figure going forward.  Moving forward the team will be working towards the following promise having achieved the original one set out: 'Improve the standards of at least 280 private sector homes in Wychavon through giving advice, carrying out inspections, providing support to owners and taking action where necessary by March 2021'	This quarter the standards of 15 properties have been improved. Bringing the total to 256, against a new target of 280 by the end of this financial year.	Green - completed
18/19 P223	Promote opportunities for custom and self-build housing by March 2020.	31/03/2020	David Hammond / Fred Davies	Christopher Day	We take every opportunity to promote this through pre-application advice and are actively seeking possible sites for self build.	We continue to provide advice and are actively seeking sites.	We take every opportunity to promote this through pre-application advice and are actively seeking possible sites for self build.	We take every opportunity to promote this through pre-application advice and are actively seeking possible sites for self build.	Green
18/19 P224	Start building our first homes through the new Wychavon housing company by 31 March 2020.	31/03/2020	Vic Allison	Christopher Day	Still on track for reporting specific proposals for a partnership approach rather than a housing company approach later in 2019.	A report on the Council's direct investment in housing is being prepared for November Executive Board. Whilst the Promise will not be achieved in strict terms, we hope to achieve the same result of investment for a return and meeting a housing need using a different approach.	Project progressing well. Development agreement with Rooftop has been drafted. Planning application process has commenced. Officers due to attend a meeting with the parish council in January. Development should commence during 2020/21.	Officers attended a meeting with the Parish Council in January. Plans drawn up for a development comprising 25 homes, 10 affordable and 15 for private rent. Legal agreements progressing but not yet finalised.	Amber
<b>Priority: Prosperity</b>									
<b>Goal: Attracting businesses and quality jobs</b>									
19/20 P311	Build small business units for rent and create a Wychavon business hub to pilot providing support to at least three businesses at key stages of their development by 31 March 2021.	31/03/2021	Phil Merrick / Chris Brooks with Vic Allison	Richard Morris	Preparatory work is being undertaken. Visits have been made to Wyre Forest, Worcester City and Tewkesbury to evaluate similar projects and understand how they could be implemented. A detailed specification for the conversion of part of the ground floor at the Civic Centre to a Wychavon business hub is being prepared.	A report will be taken to the Board later this year detailing the options based on the available space and budget.	The work is going ahead as planned. The Economic Development team provided a report to the Senior Management Team following extensive research, and the Property Team are now taking the lead in the re-modelling of the space on the ground floor of the Civic Centre with the aim of completing the project in 2020 well ahead of schedule.	The project was put on hold at the end of the last quarter because of the lockdown, but will still go ahead. Whether it is on schedule will depend on future guidance as lockdown eases.	Green
19/20 P312	Work with partners to help transform and revitalise our town centres so they are fit for the future and establish an initial seed-fund of £150,000 to help develop masterplans for our three towns by 31 March 2021.	31/03/2021	Phil Merrick / Chris Brooks	Richard Morris	Whilst the bid to the Future High Streets fund for Evesham was not successful, a bid for a Heritage Action Zone has been made for Droitwich. The approach to masterplanning is being developed via the Town Panel	The Heritage Action Zone bid for Droitwich was not successful. The Town Centre Advisory Panel has just completed tours of each town to help build up an evidence base of issues and to meet stakeholders. The next meeting of the panel includes a presentation on Business Improvement Districts.	Following extensive work with councillors, stakeholders and partners, a tender is being prepared and it is anticipated that a consultant will be appointed in the Spring.	Interviews were planned for March and unfortunately had to be cancelled because of the lockdown. It is hoped to pick this up as soon as possible as lockdown starts to ease and as the Wychavon officers are able to devote time to the project instead of focussing entirely on the grant support programme for Covid 19.	Green
19/20 P313	Deliver the first phase of our tourism action plan through producing a targeted marketing plan, arranging business networking events and planning a familiarisation event for journalists and group travel organisers by 31 March 2021.	31/03/2021	Chris Brooks	Richard Morris	The marketing plan has been completed and the plan is on track. The Vale and Spa brand continues to build traction with almost 3,500 recipients of the newsletter.	The plan is developing well, with the marketing plan complete and networking events taking place. Other highlights include: TAP Objective A1, raising the Vale & Spa Profile: Local, regional and national publications have seen WV&S adverts included within them. Worcester Foregate Street Station has a WV&S branded literature rack. An agreement has been set to run multiple bus-shelter campaigns in Cheltenham, Stratford and Worcester during 2020. TAP Objective A3 – use of high quality imagery etc: Drone photography has recently been commissioned and provided covering a range of businesses and tourism assets across the entire district. High quality, local amateur photographers have been approached and met to discuss sharing their creativity to promote the brand. Objective A7 – working with the TICs etc: The TICs/VICs of Broadway, Droitwich Spa, Evesham and Pershore are meeting quarterly with the WDC tourism officers. Cross marketing is a key issue, with linked guides (physically and digitally) planned, based on a variety of themes. Content will be drawn up over the winter ready for release in early 2020. Objective A11 – build on existing marketing etc: Research continues to take place on building upon the suite. Meetings with key stakeholders to establish best practice have been instrumental. Christmas, History/Heritage and Cycling are likely to be the first ones produced.	An update was provided to the Town Centre Panel on the 6 January and was well received. Highlights include: • Vale & Spa branded publications increased through collaboration with numerous events. • New event (Evesham Walking Festival) supported with great success. • Brand promoted through national media; including What's On UK and Britain magazines. • Nearly 4,000 subscribers to the Festivals & Events e-newsletter topic. Over 20,000 total opens in 2019. • Over 15,000 users to the tourism website. • A 252% increase in Facebook likes from January 2018 – 2020. • 66% increase in Twitter impressions from January 2018 – 2020. • Favourite Restaurant and Pub competitions occurred. Over 13,000 votes recorded; reach of over 116,000. • Branded literature racks in key transport hubs – Foregate Street Station and Worcestershire Parkway. • Brand heavily promoted at Tour of Britain Time Trail stage.	The work continued through the early part of the year with the brand continuing to be recognised, communication with TICs developing, and preparation for events and festivals well advanced. However, the lockdown because of Covid 19 has brought a complete halt to all tourism activity other than through virtual means.	Green
16/17 P311	Use our investments to support the creation of 400 new job opportunities by March 2020 with a focus on advanced engineering and the agri-tech sectors.	31/03/2020	Phil Merrick / Chris Brooks	Richard Morris	Primafruit phase 2 at Vale Park, Evesham = 49 jobs Kimal completed move to Worcester 6 from previous Droitwich operation = net gain of 46 additional jobs So Q1 equals 95 additional jobs.  Prospects for Q2 is excellent with occupation by Cornelius and Spire Health at Worcester 6. Future job creation also healthy with construction underway by Kohler Mira at Worcester 6 and White Logistics at Interbrook, Pinvin.	Development continues at a pace on Worcester Six, with the Kohler Mira building nearing completion. Cornelius are now operating on the business park.	The target of 400 has been met to within 10 through Worcester Six (175 jobs) Waitrose (120) Vale Park (100). Both Worcester Six and Vale Park are also set to see more job and productivity growth. Kohler Mira will be operational later in the new year and more investment is coming to Worcester Six. The planning application for Vale Park will soon be submitted and will see more job growth in the coming months.	Final figure was met as per the entry at the end of the 3rd quarter. White Logistics completed their extension on our land at Pinvin. Looking to the future we have Kohler Mira fitting out their new unit on Worcester Six which should create additional employment later this year.  Unfortunately, unemployment has since rapidly increased from 1.8% to 4% because of the Covid 19 mitigation measures, and will doubtless continue to rise through 2020. So whilst the Council can be proud of its achievements in securing new employment, it will now be a case of returning to the drawing board when, and if, the economy ever returns to normal.	Green - completed



Ref	Promise	When by	Lead officer/s	Lead Board member	2019/20 Q1	2019/20 Q2	2019/20 Q3	2019/20 Q4/end of year	RAG status
16/17 P312	Assist at least 100 business start-ups and the growth of existing businesses by helping to deliver an additional Business Enterprise Centre in the district by March 2020.	31/03/2020	Chris Brooks	Richard Morris	There continues to be low level of business start-ups, which is a reflection on the low unemployment rate. Further details on this part of the promise will follow.  The development of a Business Enterprise Centre has focused on the provision of a managed office scheme and previously identified property opportunities have been taken up by larger businesses such as Vax in Droitwich Spa – an excellent alternative. The focus of effort is now with the Wychavon business hub (see P311) . However we remain open to other options as opportunities arise.	Since September 2017 business start up workshops have been delivered to 157 Wychavon based businesses with 41 benefiting from a business start up grant. Proposals for a business hub at the Civic Centre are now being finalised.	There is no change at present to the figures previously presented in the last quarter. These will be available within the next fortnight. The development of a Business Enterprise Centre in the manner originally intended is not going to happen by March 2020. Despite considerable efforts, it has not been possible to identify an appropriate site. However, the new target to set up a business hub at the Civic Centre is progressing well. Furthermore, the private sector does already deliver flexible office solutions in two locations in Evesham and two in Pershore.	Since September 2017 to the end of March 2020 start-up workshops have been delivered to 177 Wychavon based businesses, with 40 being awarded a business start-up grant. The aim to deliver a Business Enterprise Centre has not been possible to deliver. However, the considerable efforts undertaken to identify one have not been wasted, and opportunities will still be pursued to develop solutions to support small and start up businesses.	Amber
<b>Goal: Improving people's skills to succeed</b>									
16/17 P322	Help at least 30 more young people a year in Wychavon to gain engineering skills and qualifications by supporting initiatives such as the Mechanical Engineering Technology Academy in Evesham.	31/03/2020	Chris Brooks	Richard Morris	Figures for apprenticeship uptake are revised periodically by the Skills Funding Agency (SFA) and the figures for the 17/18 academic year are now showing that 130 people were on apprenticeships linked to manufacturing and engineering for that year. This is encouraging as it's the 2nd highest number for the Worcestershire districts, with only Wyre Forest with a higher figure, and reflects the work done by the skills officer and colleagues to promote engineering and STEM subjects to young people. Up to date figures for this year are not available from the SFA at this time.	Unfortunately there is no update from the Skills Funding Agency on the encouraging statistics provided last quarter.	Overall figures for apprentices have fallen in Wychavon from 780 at the end of Q4 2017/18 to 760 at the end of Q4 2018/19. This is in line with the falling uptake of apprenticeships across the country. There has been a 22% drop since the introduction of the Apprenticeship Levy in 2017. Coupled with the current demographics – ie fewer young people – this presents a challenge. However, the numbers of young people coming through to GCSE age is now increasing. The level of Higher apprenticeships, across all sectors has increased from 120 to 160, however the number of under 19 years has decreased. Advanced and Intermediate levels have fallen across all age ranges with the biggest being in the Advanced level age group 19 -24. As of January 2020, these are the figures for engineering apprenticeships from Wychavon – no information is currently available from WGC, so the full number will be higher. Heart of Worcester College: 19 in total; Hereford and Worcester Group Training: 33 students from Wychavon	There is no update to the figures contained in the last update.	Amber
17/18 P323	Offer support and additional funding to encourage small and medium sized businesses to take on up to 30 new apprenticeships during 2018/19 and 2019/20.	31/03/2020	Chris Brooks / Sue Owens	Richard Morris	This promise is, as it was last year, up to and ahead of schedule. The programme has been very successful and a request to maintain the levels of funding beyond the life of the current promise is being taken to the Executive Board in September.	The promise remains well ahead of schedule. After a presentation to the Board in September, the Skills Officer has been asked to return to the next meeting with proposals for extending the promise into higher level apprenticeships and to explore other ways of increasing the take up of apprenticeships.	As per the last update, the programme continues to surpass targets. The Board has agreed the new promise for 2020 onwards which will focus on progression for apprentices, ie making more funding available to SMEs who retain their apprentice and put them onto the higher level courses.	This target was fully met before the end of 2019/20. Once its possible to start focusing on the initiative, it is hoped there will be pent up demand from businesses to take on apprentices using the increased grant on offer.	Green - completed
<b>Goal: Supporting and engaging with communities</b>									
19/20 P333	Deliver a three year programme of funding, mentoring and advice to strengthen and improve a range of community-led rural transport options.	31/03/2022	Jem Teal	Rob Adams	Agreed that this would be led by a working group drawn from the Rural Panel and chaired by Liz Eyre. First meeting of the Rural panel is the 22nd July. Scoping work is underway, incorporating a watching brief on the Community Transport review at County.	The Rural Panel has received an overview of the current 'picture' of community transport (undertaken last year as part of the previous rural panel) and created a working group to explore funding options. The working group has met once and looked more closely into a number of potential interventions. These have included measures to help incentivise the recruitment of volunteer drivers for our existing community transport providers, to introduce a 'Car Club' based on the Malvern example, the idea of shared minibuses between parish councils and an electric bike loan scheme. The second meeting has been scheduled where the working group have invited our current community transport providers, the organiser of Malvern Car Club and the county council's Community Transport Officer to attend.	The working group has come up with limited proposals for year one, which were considered by the Rural Panel on the 15. January. The surplus from year one and the allocated amounts have been utilised to support a Business Rates Retention project application – this bid was successful meaning that although we are tied to certain outcomes (e.g. good neighbour networks that could facilitate rural transport) there is significantly more funding available.	The use of the allocated funding for the Rural Transport Funding was approved and the Business Rates Retention Pilot bid to the County Council was successful. However, the Covid-19 pandemic has again negatively impacted on the project with our voluntary sector fully engaged in supporting local communities through the challenge of the lockdown	Green
18/19 P331	Run a two year programme of workshops for town / parish councils and community groups on a range of topics such as funding, running a successful village hall, setting up a community shop, local transport schemes that bring together successful examples and share best practice to enable other communities to implement their own solutions to local needs.	31/03/2020	Cherrie Mansfield / Jem Teal / David Manning	Rob Adams	Developed and begun promoting a programme of ten community workshops covering eight different topics.  Around 70 people attended our parish and town councils event on 13 June. The evening included bite-sized updates on a range of topical issues including homelessness, adopt-a-street scheme, Community Legacy Grants, the South Worcestershire Development Plan, Wychavon Village of Culture. There was also a choice of more in depth, practical workshop sessions, as well as the chance for some interaction, which was well received.	About 15 people attended a successful workshop on Planning and Running a Consultation. Less well attended was the session run on inspection and maintenance of play areas with only a couple of parishes attending. The workshop on ackling speeding in your Parish attracted nine participants but we unfortunately had to cancel the Flood Awareness workshop due to lack of uptake.	Two workshops held with 18 people attending on the topic of running successful community events. We cancelled a planned Saturday workshop on running a successful village hall due to lack of interest.	Held three funding workshops attended by 60 individuals representing 40 local voluntary and community sector organisations	Green
18/19 P332	Launch a Wychavon village of culture competition and trial it for three years.	31/03/2021	Jem Teal	Rob Adams	Launched at the Parish Council Event on 13th. June – feedback from the Parish Councils suggested an earlier launch was appropriate as many don't meet in July and August.	This years competition attracted five expressions of interest. We have invited three to submit a full application, these are White Ladies Aston, Broadway and Cleeve Prior.	The top three applicants submitted their final applications and these were reviewed by the panel. Places have been awarded and the recommendations sent to Executive Board for approval.	The recommendations were approved by Executive Boards and White Ladies Aston were declared the winner. Broadway and Cleeve Prior declared joint runners up. Prize monies awarded to all.	Green

RAG status tally - 29 promises

Red	1
Amber	4
Green	18
Green - completed	6
No new data available	0
<b>Total</b>	<b>29</b>