

Hastings Borough Council

# Neighbourhood Renewal Impact Assessment

Hastings, East Sussex

## APPENDIX C Background material

Commissioned by the  
Neighbourhood Renewal Team, Hastings Borough Council

Undertaken by  
Clive Jacotine & Associates Limited  
and Nick Wates Associates

August 2004

## APPENDIX C: Background material

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# 1 Reference Group members

- Richard White, Secretary, Gensing & Central St Leonards Forum
- Chris Bradshaw, Policy Coordination Manager, East Sussex County Council
- David Furness, Community Safety Coordinator
- Philip Halstead, Director, Education Action Zone
- Don Katuwawala, Neighbourhood Partnership Manager
- Rachel Linton, Neighbourhood Manager, Greater Hollington
- Steve Manwaring, Director, Hastings Voluntary Action
- Ivan Rudd, Health Improvement Manager, Primary Care Trust
- Erica Smith, Chair/Judy Russell, Secretary, Castle Ward Forum
- Tania Turner, Chair, Ore Valley Forum

# 2 People interviewed

Tel = Telephone interview      FtF = Face to face interview

- Shabana Bayjou, Neighbourhood Coordinator, Castle - Tel/NW/29/3 FtF NW/10/6
- Jeremy Birch, Leader, HBC - FtF CJ/12/5
- Alan Blackwell, Partnership Liaison Manager, SEEDA – FtF CJ/12/5
- Leslie Brissett, LSP Coordinator – FtF CJ/12/5
- Joy Collins, Neighbourhood Coordinator, Ore Valley – FtF NW/7/5
- Robin Deane, Hastings Neighbourhood Director, 1066 HA – FtF NW 14/5
- Carole Dixon, Education Action Zone – Tel NW 28/7
- Terry Drinkwater, Neighbourhood Coordinator, G&CSL – FtF CJ/12/5
- David Furness, Community Safety Coordinator – FtF NW 20/5
- Sandra Garner, Community Partnerships Manager, HBC – FtT NW 12/5
- Christine Goldschmidt, Chief Executive, Hastings Trust – FtF NW 12/5
- Philip Halstead, Director, Education Action Zone – FtF NW 13/5
- Cllr John Humphries, Cabinet Member for Regeneration – FtF CJ 9/8
- Don Katuwawala , Neighbourhood Partnership Manager – FtF/CJ/NW/2/4 and 12/5 and NW 10/6
- Rachael Linton, Neighbourhood Manager, Greater Hollington – FtF CJ/20/5
- Fran McKeown, Community Network Development Officer, HVA – Tel/NW/5/5
- Edwin Rew, Chair, West Hill Community Centre - Tel/NW/30/4/04
- Ivan Rudd, Health Improvement Manager, Primary Care Trust (with Louise South, Frances McCarron, Marrisona Bossano – FtF NW 14/5
- Judy Russell, Secretary, Castle Ward Forum – FtF CJ/19/5
- Erica Smith, Vice Chair, Castle Ward Forum - FtF CJ/19/5
- Richard White, Gensing & Central St Leonards Forum – FtF CJ/19/5
- Members of the BME project –Tel MLN 4/8, 6/8
- Member of the Disability Forum –Tel MLN 4/8
- Treasurer of KAMMs (Kids and Muslim Mums) –MLN 9/8

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### 3 Circulation list for draft report

- a) Project Reference Group (Appendix C1 above)
- b) All those on interview list (Appendix C2 above)
- c) NR funded project leaders (see Appendix B)
- d) HBC Executive Directors and Lead Member
- e) ESCC ACG Group

### 4 Meetings and focus groups

**Neighbourhood Renewal Team**

Friday 5 March 04

**Community (forum and non forum)**

Wednesday 19 May 04

**Reference Group**

Thursday 8 July 04

### 5 Material examined

- a) **Contact information**
  - a. Fora contact list, NR team
  - b. Key agency contacts updated, NR team
  - c. Local action planning forum representatives, 03/04, NR team
  - d. Local action planning officer list, 03/04, NR team, NR team
  - e. Priority ward random contacts, NR team
  - f. Thematic group contacts, NR team
- b) **Consultation process**, 2004/05, NR team (flowchart of local action planning process)
- c) **Divisional structure** (Neighbourhood Renewal section of Hastings Borough Council Community Services)
- d) **Greater Hollington manual/handbook**
- e) **Hastings Community Network; Networks, forums and partnerships... a guide through the maze**, HVA, Feb 2004.

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- f) **Hastings Neighbourhood Forums' Support Workshop**, report on workshop held on 10 January 2004, Hastings Voluntary Action.
  - g) **Hastings and St. Leonards Community Strategy**, 2003
  - h) **Hastings and St. Leonards Local Neighbourhood Renewal Strategy**, (from HBC website, Feb 04)
  - i) **Hastings Voluntary Action – Supporting a Local Learning Plan of Neighbourhood Renewal and Community Regeneration**, HVA, 2004
  - j) **Job descriptions**: Neighbourhood Co-ordinator; Forum Support Worker.
  - k) **Local Action Plans** (add details)
    - a. Castle (amended August 03, from HBC website Feb 04)
    - b. Gensing & Central St Leonards, (version 62, from HBC website Feb 04)
    - c. Ore Valley (amended August 03, from HBC website Feb 04)
  - l) **Local Action Plans monitoring reports to LMB**
  - m) **Local Action Planning 04/05**
  - n) **Local Forum Member's Guide**, Castle Ward edition, draft, April 04
  - o) **Local Learning Plan**, Draft 3, 13 January 03
  - p) **Local Management Boards**, NR team, 03 (description of boards in table form)
  - q) **Neighbourhood Renewal Calendar**, March 04
  - r) **Raising Awareness and Networking Event Report**, report on event held on 20 November 2003, Black and Minority Ethnic Project (Hastings).
  - s) **Statement of use Year 3** (summary)
  - t) **Summary of Action Plan – year 1**
  - u) **Summary of NR Learning Activity**, June 04
  - v) **Training Needs Survey – Hastings Community Fora**, Di Morgan, Horizons Community Learning Project, second draft, January 2004
  - w) **Turning Neighbourhoods around**; making a difference with Neighbourhood Renewal Funding, Greater London Enterprise, June 2004

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## 6 Interview questions checklist

### GENERAL TO ALL PROJECT-RELATED INTERVIEWS

- a) Who is lead organisation?
- b) What outcome is this activity designed to achieve?
- c) What is the baseline information?
- d) What targets were set?
- e) How was performance measured and by whom?
- f) What was performance?
- g) Would you do it differently next time? If yes, why and how?
- h) Will you do this activity again? (or will it continue?) If not, why not?
- i) Is the project activity specific to the priority wards?
- j) What is the benefit to the priority wards?
- k) What is the benefit to non priority wards?
- l) How does this project/activity impact on hard to reach groups?
- m) How is performance communicated?
- n) Has performance been reported to the LMBs? Forums? LSP?
- o) Budget? (both NRF and other)
- p) Has it been spent? % 25 50 75
- q) What proportion of total was funded by NRF?
- r) If other contributions, please specify?
- s) When does NRF funding for this activity end?
- t) Will activity continue afterwards?
- u) How will this be funded/resourced?

### GENERAL/PROCESS QUESTIONS

#### General approach:

- Positive features
  - Shortcomings
  - Suggestions for improvements
- a) What do you think of the process for making NRF decisions?
  - b) How is NRF targeted on the priority wards?
  - c) Does the LSP take a strategic approach to using NRF?
  - d) What do you think of the process for producing LAPs?
  - e) How are the LMBs working?
  - f) How does the Greater Hollington Pathfinder work with the other priority wards?
  - g) How are the community forums working?
  - h) How is the voluntary sector engagement working?
  - i) What are the arrangements for engaging the hard-to-reach in the priority wards?

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- j) How are you supported by the Neighbourhood Renewal team?
  - k) How do you engage with the Neighbourhood Renewal team?
  - l) What is your view of the Local Learning Plan? Is it a practical tool which is actively used? How does it relate to the PMF improvement outcomes?
  - m) How does Sea Space engage with the LSP and LMBs to support work in the priority wards?

## 7 Abbreviations explained

ABI	Area Based Initiative
A&E	Accident and Emergency
ASBO	Anti social behaviour order
BME	Black and minority ethnic
CDRP	Crime and Disorder Reduction Partnership
CStL	Central St Leonards
DAAT	Drugs and Alcohol Action Team
EAZ	Education Action Zone
ESCC	East Sussex Council
G&CStL	Gensing & Central St Leonards
GOSE	Government Office for the South East
H&SCF	Health & Social Care Forum
HBC	Hastings Borough Council
HCAT	Hastings college of Art & Technology
HHPB	Healthier Hastings Partnership Board
HVA	Hastings Voluntary Action
ILT	Inclusive Learning Tutor
LAP	Local Action Plan
LEA	Local Education Authority
LMB	Local Management Board
LNRS	Local Neighbourhood Renewal Strategy
LSC	Learning and Skills Council
LSP	Local Strategic Partnership
NOF	New Opportunities Fund
NR	Neighbourhood Renewal
NRF	Neighbourhood Renewal Fund
NRU	Neighbourhood Renewal Unit
OSG	Officers' Support Group
PCT	Primary Care Trust
PMF	Project Management Framework
SEEDA	South East England Development Agency
SIGs	Special Interest Groups
SOA	Super Output Area
SRB	Single Regeneration Budget

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## 8 Consultants brief

### Impact Assessment in Priority Wards through Neighbourhood Renewal.

#### 1. Background

- 1.1. The Neighbourhood Renewal Programme in Hastings and St Leonards has been operating from April 2001. Last year further funding was granted for an additional two years until March 2006.
- 1.2. March 2004 will complete the third year of the Neighbourhood Renewal Programme in the five priority wards of the Borough (one of these wards, Hollington, operates under the Neighbourhood Management Pathfinder programme). During this time the Local Neighbourhood Renewal Strategy (LNRS) has been set out and the NRF has been used to fund the key strands of the strategy.
- 1.3. As the responsible authority, Hastings Borough Council together with its partners, now wish to examine the impact of the last three years work on the priority wards against the floor targets. As well as the impact on the priority wards, there is a need to identify the 'good practice' emerged through Neighbourhood Renewal, and the sustainability of the programme beyond the NRF term.

#### 2. Areas for impact assessment

- 2.1. In order to carry out the 'impact assessment' we are seeking a competent, independent consultant to analyse what is currently being done in line with the LNRS and to recommend improvements and sustainability particularly in the following areas:
  - The thematic support provided through NRF
  - Voluntary sector engagement through NRF
  - Local structures (ward Fora and Local Management Boards) and monitoring set up under the LNRS
  - Service planning (Local Action Plans) within the five priority wards
  - Performance, and the sustainability of the Local Management Boards
  - Impact so far from the Local Learning Plan

#### 3. Parameters

- 3.1. The assessment has to be done within the newly recommended Performance Management Framework, and the engagement of the partners working within the Neighbourhood Renewal Programme.



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- 3.2. The study must be informed by face-to-face interviews with partner agencies and case studies as well as statistical information relevant to the strands identified above.
  - 3.3. The information provided by the statement of use has to be taken into account as part of the study.
  - 3.4. A definite understanding of the results Neighbourhood Renewal has had on the priority wards against the floor targets.
  - 3.5. The study should identify the opportunities and challenges offered by the Hastings and Bexhill Task Force regeneration programme and Area Investment Framework in relation to sustaining NR in Hastings and St.Leonards beyond the life of Neighbourhood Renewal Funding.

#### **4. Essential Outcomes**

4.1. The study should:

- Identify current deficits in the areas outlined under section 2.1
- Clearly identify outcomes with regard to section 3.4
- Recommend the sustainability of the structures beyond the Neighbourhood Renewal period taking into account section 3.5
- Recommend the ways and means of enhancing mainstreaming opportunities
- Identify barriers in extending good practice throughout the priority wards, in particular, the gains that have been made within the Neighbourhood Management Pathfinder in Greater Hollington and recommend ways to improve the current situation.
- Recommend ways of achieving better engagement of BME communities and other harder to reach groups, including young people in the priority wards within the Neighbourhood Renewal process.

#### **5. Personal Specification**

5.1. We need a professional who has a good understanding of and experience in evaluating interventions in Neighbourhood Renewal. The person must have a good understanding how Neighbourhood Renewal Strategies can make an impact in delivering the community strategy. Local knowledge is a distinct advantage.

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## **6. Timescale**

- 6.1. The study must be completed within two months, starting from the end of February 2004. A draft report must be submitted for consultation purposes at the end of March and a final report will be due by the end of April.

## **7. Funding**

- 7.1. The work will be funded through Neighbourhood Renewal Funding and £8K has been provisionally allocated for this purpose.

## **8. How to Apply**

- 8.1. Please send your CV with methodology that you will be using and a schedule of work to be undertaken to fulfil the key objectives of the study by the 6<sup>th</sup> February 2004.

- 8.2. Background Information Available on request:

- Neighbourhood Renewal Strategy.
- Community Strategy.
- Relevant Information on LSP and Thematic Partnerships
- Statement Of Use.
- Contact List

- 8.3. PLEASE APPLY TO

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