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## IHBC SW Business Plan 2008-10

### Rolled forward November 2008

#### Background

The South West Branch covering Gloucestershire, Wiltshire, Dorset, Somerset, Devon and Cornwall as well as Bristol & Bath covers a large geographical area with relatively poor transport links. It is also the largest regional branch in terms of membership. Following the success of the summer school 2 years ago, it is in a reasonable financial position, but like all branches has very limited people resources. The quality and frequency of County Conservation Officer Group meetings is variable across the region, and there is a difficulty with involving members in the private sector.

#### *A. Help people*

<u>Objective</u>	<u>Action</u>	<u>Responsibility</u>	<u>Estimated Cost</u>			<u>Timing</u>
			<u>yr1</u>	<u>yr2</u>	<u>yr3</u>	
Better educate general public	<ul style="list-style-type: none"> <li>o Support Heritage Open Days/events</li> <li>o Promote guidance publications (Stitch in Time, Heritage Matters etc)</li> <li>o Support/set up National Maintenance weeks within counties</li> </ul>	County Reps		£200	£250	ongoing
Promote consistency in decision making	<ul style="list-style-type: none"> <li>o Communication with branch membership and other branches</li> <li>o Make subject of seminar</li> <li>o Initiate discussion in SW Bulletin</li> </ul>	James Webb		done		Q1 2009

#### *B. Help conservation*

<u>Objective</u>	<u>Action</u>	<u>Responsibility</u>	<u>Estimated Cost</u>			<u>Timing</u>
			<u>yr1</u>	<u>yr2</u>	<u>yr3</u>	
Increase membership	<ul style="list-style-type: none"> <li>o Recruitment drive – Send out leaflet with conference details - Target RIBA, RTPI &amp; RICS members</li> </ul>	Asst Sec/Mem Sec		£100		Q1 2009
Support/participate in regional organisations	<ul style="list-style-type: none"> <li>o Work to further contact other organisations in the sector</li> <li>o Representative on SW Historic Environment Forum</li> <li>o Representative on SW Regional Heritage Skills Action Group</li> </ul>	Alyson Cooper Maureen Pearce	done	£500 £200	£500 £250	ongoing ongoing
Promote Healthy Branch Committee	<ul style="list-style-type: none"> <li>o Consider giving honorariums to Secretary &amp; Treasurer (to reward hard work &amp; encourage future recruitment)</li> <li>o Cover expenses for attendance at committee meetings</li> </ul>	Branch Chairman Treasurer	done	£400	£400	ongoing ongoing



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### *C. Help Conservation Specialists*

<u>Objective</u>	<u>Action</u>	<u>Responsibility</u>	<u>Estimated Cost</u>			<u>Timing</u>	
			<u>yr1</u>	<u>yr2</u>	<u>yr3</u>		
Offer CPD opportunities to members	<ul style="list-style-type: none"> <li>o Organise and promote 1 conference (two venues)</li> <li>o Organise &amp; Promote 1 Seminar (for subjects – see below)</li> </ul>	Alison Henry James Webb	done	£1000 £500	£1000 £500	Q4 each year Q1 each year	
Assist with capacity building at the local level	<ul style="list-style-type: none"> <li>o Work with IHBC Project Officer to identify how and where assistance should be given to County C.O.G.s</li> <li>o Financially support County Groups to organise events for all members (eg minute taking/refreshments/venue hire)</li> </ul>	County reps  Treasurer	Under discussion		£300 £400	ongoing	
Ensure SW voice is heard at national level	<ul style="list-style-type: none"> <li>o Membership of and attendance at IHBC Council</li> </ul>		Previously met by branch now Now paid for centrally				
Improve communication with members	<ul style="list-style-type: none"> <li>o Publish SW Bulletin 2 times per year</li> <li>o Tie in with County Conservation Officer Groups</li> <li>o Update county email lists</li> <li>o Review Branch membership application procedure</li> </ul>	County reps Asst Sec/Mem Sec	done	£100	£100	Q1 2009 Q3 2009	
Improve links between LAs and Private Sector (CgMs, TCS, Wessex Conservation etc)	<ul style="list-style-type: none"> <li>o Organise joint training</li> </ul>						
Develop links with other professional bodies (APT, RTPI, ALGAO, RICS, CIOB etc)	<ul style="list-style-type: none"> <li>o Make contact with SW sections, (with a view to organising joint events/meetings)</li> </ul>	Paul Tomlinson				Q2 2009	
Understand relationship and differences between Conservation and other LA functions- BC, DC etc	<ul style="list-style-type: none"> <li>o Organise workshop/seminar to resolve misunderstandings</li> </ul>					2010	
Understand if this is what members want	<ul style="list-style-type: none"> <li>o Questionnaire to all members</li> </ul>	Paul Tomlinson				Q3 2009	
<b><i>Total Cost</i></b>				<b><i>£2,400*</i></b>	<b><i>£4000</i></b>	<b><i>£4300</i></b>	<b><i>* est</i></b>



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### ***1. Annual Conference - 1 day 2 venues (North & South of the region)***

#### Possible Themes

2008	Sustainable Buildings/Construction – Philosophy, added value and scale of intervention - done Plymouth & Bristol
2009	to be confirmed
2010	Conservation Areas

Subsidise the additional cost of holding the conference in two locations (at least for the first year)  
Investigate sponsorship  
Use an outside organiser

### ***2. Seminars – Tie in with C.O.G. meetings and Private sector training (half day, 1 per year)***

#### Possible Themes

2009 Consistency in decision making - Q1 Bath

Future : The designation of heritage assets  
Legal Issues: Use of legal powers S215 etc  
Building Control Regulations,  
Funding opportunities – HLF programmes