

## Hertfordshire Scouts Development Plan – Summary

Version – October 2010

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Changes/updates to previous version highlighted in **yellow** – previous version October 2010

## Lead: COUNTY COMMISSIONER

ACTION	REF	DATE	PROGRESS
Leader monitoring of County and District Development Plans	B5.1.4	Ongoing	
Appoint DCC (Programme)	F2.1.1	Dec 09	Greg Stewart
Appoint Communications Coordinator	B3.1.1.	Jul 10	Imminent
Appoint DCC (Adult Support)	B4.1.1	Jul 10	Imminent
Appoint DCC (Adult Recruitment and Retention)	B5.1.1	Aut 10	Under consideration
Appoint pro-active Special Needs Adviser	D1.3.1	Jul 10	Imminent
Communicate new structure & appointments	B1.1.4	May 10	More to do
Get youth participation in agenda setting	Y1.2.n	Ongoing	Delayed due to HQ changes
Encourage links with Girlguiding UK	D1.5.1	Ongoing	

## Lead: DCC (Programme)

ACTION	REF	DATE	PROGRESS
Appoint ACC (6-14)	B1.3.1	Jan 10	Bob Cooper
Appoint ACC (14-25)	B1.3.1	Jan 10	Liz Walker
Appoint ACC (Activities)	F2.6.1	Jan 10	Dan Nathan
Appoint ACC (International)	F2.5.1	Jan 10	Mike Aston
Oversee skills booster sessions around County	F2.2.3	Ongoing	1 <sup>st</sup> held 18.04.10
Develop County Event review process	F2.3.1	2010	Started
Develop procedures for all future WSJ	F2.5.4	Can we change this to June 11?	
Decide how best to recognise achievement	F2.7.1	Aut 10	Completed
Link Activity Centres to Programme	F2.6.3	Ongoing	Involve Wardens

Lead: ACC (6-14) and Administrator (6-14)

ACTION	REF	DATE	PROGRESS
Help recruit & support County Section Leaders	F2.2.1	Spr 10	Ongoing
Recruit & develop Programme Team	F2.2.1	Spr 10	Ongoing
Develop ways for all to request skills training	F2.2.2	Aut 10	
Plan, run, evaluate skills booster events	F2.2.3	Ongoing	1 <sup>st</sup> held 18.04.10
Expand Cub web pages to cover all 6-14	B3.n.n	2010	+ Web manager
Promote & support Group PL & Sixer meetings. Consider District/County meetings	Y1.3.2 Y1.3.3	2011	

Lead: ACC (14-25) and Administrator (14-25)

ACTION	REF	DATE	PROGRESS
Help recruit & support County Section Leaders	F2.2.1	Spr 10	Ongoing
Recruit & develop Programme Team	F2.2.1	Spr 10	Completed
Develop ways for all to request skills training	F2.2.2	Aut 10	Completed
Plan, run, evaluate skills booster events	F2.2.3	Ongoing	Underway
Develop mechanism to get from DofE to Scout awards	F2.4.2	May 2011?	+DofE Adviser
Strategy to support Network Development	G1.4.1	Sep 10	Planning underway
Ensure Network available to all 18-25s	G1.4.n	2011	+CSNC
Promote and support youth member forums	Y1.3.2	2011	

## Lead: ACC (Activities)

ACTION	REF	DATE	PROGRESS
Define roles required & build adviser team	F2.6.2	2010	Ongoing
Ensure assessors are recorded on database	F2.6.2	Ongoing	MAPS appointed
Develop recording for Activity & NA permits	F2.6.2	2010	Use Database
Develop strategy for increasing range of activities & assessors available	F2.6.n	Ongoing	
Set up effective administration	F2.6.2	2010	Completed Colin McIntyre

## Lead: ACC (International)

ACTION	REF	DATE	PROGRESS
Define roles required & build Global team	F2.5.2	2010/11	Completed
Lead planning for International expeditions	F2.5.3	Ongoing	Underway Two in 2011
Ensure YP have say in expedition venues	F2.5.3	Ongoing	
Lead County planning for WSJ Sweden	F2.5.3	2012	Going well
Support Global Programme Zone	F2.2.3	Ongoing	Completed

## Lead: Communications Coordinator

ACTION	REF	DATE	PROGRESS
Produce role descriptions	B3.1.2	Aut 10	
Appoint to roles	B3.1.3	Aut 10	
Develop & implement strategy	B3.1.4	2011	
Publicise youth & adult awards	F2.4.1	Sum 10	Consultation doc
Act on findings of Communications Review	R1.1.n	Ongoing	
Photos & biopics of County Team	R1.2.1	Ongoing	
Storyboard Headlines a year ahead	R1.2.2	2011	
Encourage debate on relevant issues	R2.1.n	2011	
Develop network of Young Spokesfolks	Y1.4.1	2011	
Ensure web site is fit for purpose and updated		2011	

## Lead: DCC (Adult Support)

ACTION	REF	DATE	PROGRESS
Produce role descriptions	B4.1.2	Aut 10	Underway – to be approved
Appoint to roles	B4.1.3	Aut 10	
Develop & implement strategy	B4.1.4	2011	Key meetings underway
Establish a pastoral support network	B4.1.6	2012	
Develop effective system for managing WTJ	G2.4.1	2011	
Set up system for YLs to shadow leaders	G2.3.2	2012	
Appoint County Waiting List Leader to keep those of joining age on list interested	G1.1.1	2011	
Encourage District-based waiting lists	G1.1.2	2011	
Spread good practice re adult WTJ enquiries	G1.2.1	2011	
Spread good practice re move between sections	G1.3.1	2011	

### Lead: County Training Manager (Management)

ACTION	REF	DATE	PROGRESS
Enlarge training team	B4.2.1	Ongoing	Role Descriptors for Presenters
Pro-active LTMs, support for TAs	B4.2.2	Ongoing	Patchy
Discuss support, recording & finance for YL training	Y1.5.1 G2.3.1	Aut 10	+ DCC(AdSup) & CTreas

### Lead: County Training Manager (Delivery)

ACTION	REF	DATE	PROGRESS
Oversee & evaluate high quality courses for all modules	B4.2.n	Ongoing	Review of provision during 2011

### Lead: DCC (Adult Recruitment and Retention)

ACTION	REF	DATE	PROGRESS
Produce role descriptions	B5.1.2	Aut 10	
Appoint to roles	B5.1.3	Aut 10	
Produce & implement strategy for adult recruitment (leaders & committees)	G2.1.1	2011	
Promote diversity	D1.2.1 D1.4.1	Ongoing	

## Lead: County Chairman

ACTION	REF	DATE	PROGRESS
Prioritise County Office Manager tasks	B4.1.5	May 10	With CC & CSec
Change Executive composition re POR	Y1.1.n	Jun 10	In progress
Train & support 18-25s on County Exec	Y1.1.4	Jun 11	
Develop support strategy for District Cttes	S1.4.1	Ongoing	
Appoint Health & Safety Adviser	S3.1.1		Currently Dave P
Develop pool of expertise on property matters	S4.1.1	2011	

## Lead: County Treasurer

ACTION	REF	DATE	PROGRESS
Call for budget requests from all DCCs	S1.1.1	Annual	Ongoing
Prepare budget & seek approval of Executive	S1.1.2	Annual	Ongoing
Appoint somebody to seek grant income	S2.1.1	Aut 10	

## Lead: County Secretary

ACTION	REF	DATE	PROGRESS
Set up & administer County Appointments Advisory Ctte	B1.4.1	Jan 10	1 <sup>st</sup> met 3.2.10

## Lead: Chairman ACMC

ACTION	REF	DATE	PROGRESS
Develop & implement management plan for Activities Centres	S1.3.1	Urgent	
Produce role description for Centres Manager	S1.3.1	Urgent	Completed
Produce & implement HR policies	S1.3.2	Urgent	Consultation period completed
Organise regular Activity Centre staff meetings	S1.3.5	Apr 10	Held 22.04.10 Next 21.10.10
Implement new management strategy for Harmergreen	S1.3.4	Feb 10	Underway

## Lead: County Office Manager

ACTION	REF	DATE	PROGRESS
Publicise role of County Office	B4.1.5	May 10	Headlines & web CC to draft
Learn to upload items to web		Jul 10	
Issue County Directory each term		Termly	
See separate list of tasks			

## Lead: Health and Safety Adviser

ACTION	REF	DATE	PROGRESS
Develop & monitor H&S policy in County	S3.1.2	Ongoing	
Ensure that Districts have H&S support	S3.1.2	Aut 10	
Develop & publicise emergency plans & mechanism for learning from incidents	S5.1.n	Aut 10	