



**Note of the meeting of the Bathavon Forum
held on Tuesday, 29th September, 2015
in St. Gregory's School Hall - Odd Down, Bath**

Name	Organisation Represented
Cllr Lyn Alvis	Monkton Combe Parish Council
Sue Blackman	Clinical Commissioning Group (part)
Cllr Neil Butters	Bath and North East Somerset Council
Tracey Cox	Clinical Commissioning Group (part)
Cllr Robert Davies	Priston Parish Council (part)
Dave Dixon	Strategy and Performance, B&NES
Sara Dixon	Strategy and Performance, B&NES
Jean Fossacecos	Clerk – Shoscombe Parish Council
PC Mark Graham	Avon and Somerset Police (part)
Cllr John Long	Combe Hay Parish Council
Mike MacCallam	Clinical Commissioning Group (part)
Kathryn Manchee	Clerk - Camerton, Dunkerton and Englishcombe Parish Councils
Cllr Peter Mills	Combe Hay Parish Council
Cllr Martin Robinson	Dunkerton Parish Council
David Trethewey	Divisional Director, Strategy and Performance, B&NES
Cllr Martin Veal	Bath and North East Somerset Council
Alison Wells	Strategy and Performance, B&NES
Cllr Des Wighton	Monkton Combe Parish Council
3 Members of the Public	(part)

Apologies

Name	Organisation Represented
All Councillors and Clerk	Charlcombe Parish Council
Alex Francis	Healthwatch
Matt Hunt	Avon Fire and Rescue
Cllr Alison Millar	Bath and North East Somerset Council
Rob Seaman	Avon Fire and Rescue
Cllr David Veale	Bath and North East Somerset Council

1. Welcome and introductions

1.1 DT welcomed those present and all introduced themselves.

2. Presentation: Connecting Communities - our local engagement framework

2.1 DT explained that Connecting Communities is an engagement framework covering the whole Bath and North East Somerset district via five Area Forums (Bath; Bathavon; Chew Valley; Keynsham and Somer Valley). The aim is to find ways in which public services might work with local communities, rather than simply communicating information to them. Also, to help local communities have a voice – not duplicating existing mechanisms for this but enhancing them.

2.2 DT said the aim is to work more efficiently and effectively, with fewer meetings taking place. For example, Parish Cluster meetings have ceased and the Police and Communities Together (PACT) meetings in B&NES have now been subsumed into the Forum meetings.

2.3 NB said that PACT meetings still take place in Mendip but he was surprised to learn the Police here are on a different radio band to those in neighbouring communities in B&NES. He queried whether all PACTs in B&NES had stopped. DD said they still take place in Bath at present as the Forum here will meet for the first time in October.

2.4 LA asked whether Parish Liaison meetings would cease. DT said they would continue but a new mechanism was needed as only the parished areas of B&NES attend these. The Forum meetings are intended to facilitate partnerships across the district.

2.5 MR said the Parishes would like the Liaison meeting to continue as it is an opportunity to speak directly with Cabinet members. The Agenda is largely set by the Parishes/ALCA.

2.6 NB said he also finds Parish Liaison valuable. He advised the meeting that talks are taking place around merging the Police and Fire Services. There is a need for public services to work together more closely going forward to share and save resources.

3. Update and report back from July workshop (workshop notes attached)

3.1 DT said the Forums themselves will drive Agendas, identify their priorities and develop an action plan. A workshop took place in July to start this process – the papers have been circulated and a draft Action Plan prepared. This is the start of a work programme but changes can be made and further work will take place with the Forums on their priorities.

3.2 There are area profiles in place to inform these discussions, which can be found on the Council's website:

<http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/connecting-communities>

3.3 NB asked whether other Councils have similar engagement frameworks. DT said they do but all differ. In Wiltshire, they have Area Boards, with devolved budgets. If the Forums wish to see this, it is a conversation that can take place.

3.4 MV said he would encourage Parishes to work together through the Forums. He appreciates this is not always easy but there is scope to share resources. The Council would look at devolved power to Parishes prepared to work together in this way. MR said that

Dunkerton Parish Council is keen to work with the other Parishes in Bathavon West Ward and have been speaking with Cllr David Veale about this. NB said Parishes have access to precept funds that give them more flexibility than the Unitary Authority.

4. Proposal to establish Bathavon Area Forum

4a Agree Terms of Reference

4a.1 DT said the Terms of Reference for each Forum were broadly similar but comments and amendments are welcome.

4a.2 PM said 10.1 should have the word 'anniversary' removed. He also queried 7.3. DD said this came from ALCA's own constitution but agreed that it should be removed.

4a.3 NB queried the corresponding members listed in 1.3 and whether they can vote. DT said these had been added as part of the request that the Valley Parish Alliance be involved. DD said a similar arrangement has been in place in the Somer Valley for a number of years with regard to neighbouring Mendip Parishes. MV said the Chair of the Forum could decide whether they vote on any decision affecting Wiltshire.

4a.4 KM asked whether the quorum should consist of a certain number of Parishes. DD said the initial membership list would evolve over time as further groups in the Bathavon area become involved. MV said if the meetings are relevant, more organisations will wish to participate.

4a.5 NB said the membership list needs to be amended to reflect the Parishes that are Parish meetings, rather than Parish Councils. Also, South Stoke is stand alone, not with Midford.

4a.6 MV added that it is important for Clerks to attend the Forum meetings where possible.

4b Appointment of the Chair and Vice Chair

4b.1 DT reported that no nominations had been received in advance and asked if anyone would like to stand. There were no volunteers or nominations received in the meeting.

4b.2 DD said that the roles of Chair and Vice Chair were not too onerous – it would require attending 3 – 4 Forum meetings per year and a similar number of meetings with the other Forum Chairs. DT said we would send further details with the notes of the meeting and requested that Parishes discuss it at forthcoming meetings.

4c Adopt Action Plan and Agree Future Priority Discussions

4c.1 DT said that the draft, initial Action Plans for all the Forums had been circulated and would be looked at in more detail at forthcoming meetings.

4d Partnership Meetings – nominated representatives from each Forum required

4d.1 SD said that the CCG are seeking a representative of each Forum to attend their 'your health, your voice' meetings which are held every two months. If anyone is interested, or wants to find out more, let us know.

4d.2 SD said a representative from the Bathavon Forum is also being sought for the Bath and Bathavon Natural Environment Partnership (further information on both appointments with the minutes).

5. Consultation item

5.1 DT introduced Tracey Cox; Sue Blackman and Mike MacCallam from the CCG (Clinical Commissioning Group).

5.2 TC explained that the CCG is reviewing how social care should be delivered across Bath and North East Somerset. They have undertaken some initial consultation and at this evening's meeting, will be sharing what they have been told so far and how organisations can continue to input into the process.

5.3 SB said that there are four phases to the review. Phase 1 began in January 2015 and was around understanding needs; challenges and positive aspects of the current service delivery. This is Phase 2 and four potential delivery models have been derived from the feedback received so far. This phase of the consultation will run until the end of October and feedback will go to governing bodies in December.

5.4 SB said change is needed due to an ageing population, increased demand but limited finances. The CCG currently spends £70m and works with 70 services providers delivering 400 services. Positive feedback has been received on the existing service provision but there is an opportunity for the various providers to work together more closely and make more use of volunteers.

5.5 MM said further information is available on the 'your care, your way' website <http://www.yourcareyourway.org/>. It is possible to feed into the consultation via this. The closing date is 30th October 2015.

A workshop exercise was then undertaken looking at the vision and models.

5.6 A member of the public noted the closure of the walk-in centre in Bath and how much this is missed. TC offered to speak with them about this after the meeting.

5.7 LA noted that while Bathavon is the area around Bath, many residents are served by GPs located in the City Centre.

5.8 NB asked whether all the Forum areas would broadly cost the same in terms of service delivery. MM said they had not costed the various options yet.

5.9 SB said the CCG is working towards more outcome based commissioning, with providers deciding how best to deliver their services for the funding available.

5.10 NB commented that the 111 service was very good.

5.11 A member of the public asked the CCG to use phrases that are readily understood in their documentation.

6. Dates of future meetings (incl hosting Budget Fair discussion in November)

6.1 The next meeting of the Bathavon Forum will take place on Thursday 19th November, St Gregory's School 6th Form Centre BA2 8PA. The meeting will start at 6pm, with an informal session that includes updates from public services and an opportunity for members of the public and Forum to raise questions with public services.

6.2 The second part of the meeting will be the formal session and will include the election of a Chair and Vice Chair and feature the Council's Budget Fair Consultation.

6.3 We will also be following up on 4d above – representation from the Bathavon Forum for the CCG's 'your health, your voice' meetings and Bath and Bathavon Natural Environment Partnership.