



Meeting **Bathavon Forum**

Date **Tuesday, 29th September, 2015**

Time **6.00 - 9.00 pm**

Venue **St. Gregory's School Hall - Odd Down, Bath**

6.00pm- 7.00pm - Inaugural meeting

1.	Welcome and introductions
2.	Presentation: Connecting Communities - our local engagement framework
3.	Update and report back from July workshop (workshop notes attached)
4.	Proposal to establish Bathavon Area Forum:- (Pages 13 - 42) a. Agree Terms of Reference (draft attached) <i>(incl working arrangements, membership and frequency of meetings)</i> b. Appointment of the Chair and Vice Chair (nomination forms attached) c. Adopt Action plan and agree future priority discussions (attached) d. Partnership meetings – nominated representatives from each Forum required

(15 mins refreshments break)

7.15pm - 8.30pm - Ordinary meeting

5. Consultation item

CCG Your care, Your Way consultation, Phase 2 draft proposals options - workshop

From Jan 2015, the Clinical Commissioning Group (CCG) and the Council ran a series of engagement events across the area to launch the your care, your way programme which reviews, designs and delivers integrated community services in partnership with local people. There are over 400 different community services across the area being delivered by a range of different providers. The CCG are now in a period of formal consultation on their draft proposals for how community services could be organised in the future. The CCG will be presenting the options and seeking the views of those present at the meeting. This part of the meeting will take form of a workshop. For more information about your care, your way visit <http://www.yourcareyourway.org/>

8.30PM - END OF MEETING

Notice – Public Consultation event – Proposal new Park and Ride to East of Bath

Bath & North East Somerset Council is holding a public consultation to seek the public's views on possible sites for a new park and ride to the East of Bath. The plans for an East of Bath Park & Ride form a key part of the Council's wider strategy to improve transport, tackle congestion and reduce air pollution levels in and around Bath. Exhibitions will be held in Bathampton Village Hall on Sat 19th Sept, 2pm to 6pm and the Guildhall in Bath, Tue 22nd Sept, 4pm to 8pm.

<http://www.bathnes.gov.uk/consultations/east-bath-park-ride-proposals>

Date of Future Meeting:

Thursday, 19 November 2015

St. Gregory's School Hall - Odd Down, Bath



**Connecting Communities -
Bathavon Area Forum – Report of the Facilitated Workshop
Thursday 23rd July 2015**

Executive Summary followed by detailed notes

Attendees

- Cllr Martin Veal, Cabinet Member for Community Services Bath & North East Somerset Council
- Cllr Lyn Alvis, Monkton Combe Parish Council
- Cllr David Veale, Bathavon
- Cllr Robert Law, Englishcombe Parish Council
- Amy Matthews, B&NES Childrens Centres
- Heidi Limbert, B&NES Childrens Centres
- Jo Spinney, Sirona Care and Health
- Cllr Rob Mimmack, Batheaston Parish Council
- Cllr Jan Helps, Bathampton Parish Council
- Cllr Moira Brennan, Bathampton Parish Council
- Cllr Stuart Andrews, Bathampton Parish Council
- Cllr Alison Millar, Bathavon South
- Inspector Sarah Treweek, Avon and Somerset Police
- Sgt Geoff Cannon, Avon and Somerset Police
- Cllr Maureen Millband, Bathford Parish Council
- Andrew Pate, B&NES Strategic Director for Resources
- David Trethewey, B&NES Divisional Director for Strategy & Performance
- Sara Dixon, B&NES Stronger Communities Team
- Alison Wells, B&NES Stronger Communities Team
- Dave Dixon, B&NES Stronger Communities Team
- Mark Hayward, B&NES Strategy & Performance
- Independent facilitators, Rowena Harris and Diana Godwin

1. Introductions and welcome

- Welcome from Cllr Martin Veal, Cabinet Member for Community Services Bath & North East Somerset Council
- Setting the scene - background & context
- Video about Connecting Communities – the importance of local engagement.
- It was asked how a Bathavon Forum might overlap with the Valley Parish Alliance which includes parishes from Wiltshire. Agreed it was important not to duplicate efforts so minutes from all meetings of both bodies should be available online to members. B & NES officers will contact Wiltshire CC to see how they want to collaborate.
- Somer Valley Forum was named as being a good example of successful partnership working across boundaries.

2. Introduction to the Facilitated Workshop – Rowena Harris

Purpose – the Forums have been designed to provide a stronger voice for the community and help improve engagement with the public sector partners. The workshop aimed to help the Forums consider different ways of working together on specific ideas, gain a better understanding of what partners can offer and review the influence and effectiveness of the Forums for the future.

a. What's already happening? The Forums could provide ways of exchanging information: people were asked to bring posters or a pre-written postcard/notes to tell other people in the area about things planned or underway to improve things in their community.

b. What issues concern you NOW and what ideas do you have to make a change? People were encouraged to write on post it notes under the following headings:

1. Health & Wellbeing
2. Transport
3. New housing and infrastructure developments
4. Environmental Sustainability & Climate Change
5. Skills and Jobs
6. Stronger and Safer Communities
7. Education
8. Young people
9. Older People

These post it notes were typed up and are included in the next section of this report. Transport is clearly the priority issue for Bathavon as well as a need for better information sharing and community engagement.

c. Action Planning : the attendees were asked to propose what they wanted to discuss further in small groups. Three themes were suggested and a lead was nominated for each to ensure action is taken forward:

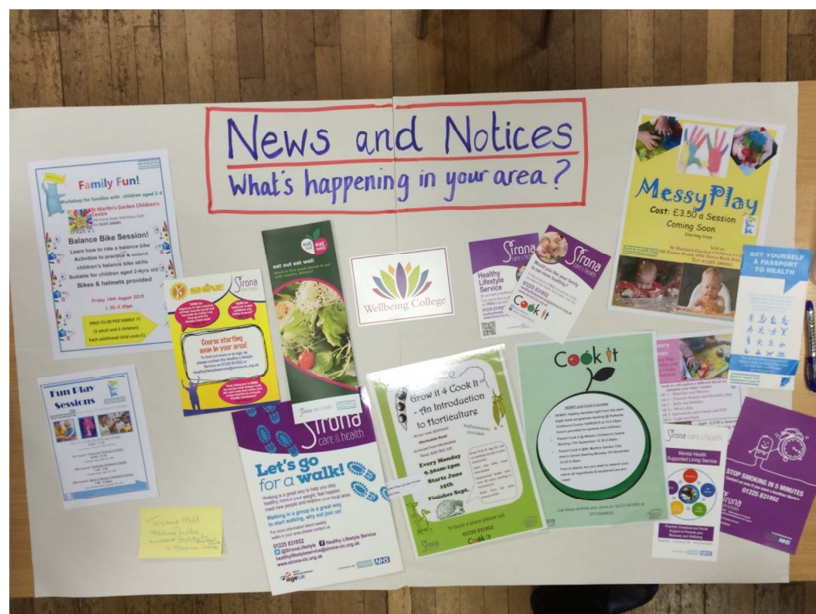
- **Influencing Transport Decisions** - leads: Dave Dixon, Andrew Pate, David Trethewey (B & NES)
- **Getting more input from our communities: how to improve communication between Parish Councils and parishioners** - lead: Robert Law
- **Better communication with B & NES, training and development for new Parish Councillors & Clerks** - lead: David Trethewey & Andy Thomas - Strategy and Development B & NES Council

Detailed notes and actions agreed in each discussion are included in the next section of this report. The 'Lead' will report back on progress at the next Forum meeting.

3. Closing words

- Attendees were urged to ensure a meaningful agenda for the Forum by becoming active members (not waiting for B & NES to lead), also to invite others to attend the next meeting
- B & NES will support the formation of the Forum by organising the next meeting at the end of September and developing a communications plan to ensure key agencies are invited
- Dave Dixon (B & NES) will be in touch about the next meeting, at which a chair & vice chair will be elected

What's already happening in Bathavon?



What issues concern you most at the moment and what ideas do you have to make a change?

Post - it notes as follows

- **Health & Wellbeing**
 - suggest improved integration in delivery of health promotion activities (currently within Healthy Lifestyles) & other agencies
 - encourage more referrals to healthy lifestyle services to reduce ill health and improve well being
 - take opportunities to encourage use of cycling and of river for canoeing
 - we are lucky to have a village surgery and NHS dentist
 - excellent health care system in Bathford via Coalpit Road Surgery

- *encourage others to meet together*
- *there's a new Wellbeing College run by CURO and Sirona to reduce mental health admissions*



- **Transport**
 - *can we have contact points in B & NES e.g. I want to discuss a highways issue*
 - *need more affordable public transport and a more regular reliable service*
 - *encourage use of public transport*
 - *subsidise taxi fares for elderly & unemployed to keep appointments*
 - *bus fares in B & NES are inconsistent e.g. it costs more for a family to travel from Peasedown to MSN than from Peasedown to Bath*
 - *action on bus fares - too high for families*
 - *affordable public transport would significantly reduce car use in & out of Bath, cheaper than park & ride*
 - *worried that valley will be sacrificed to help Bath traffic problems without proper consideration of evidence*
 - *speed limits along Warminster Road A36. No repeater signs are lighting therefore most lorries & cars speed*
 - *problems on the London Road - lorries, bikes, danger zone area*

- A36 open after 2nd slippage closure in 10 years so do not consider A36/A46 link - alternative A350
- Batheaston: major problem of heavy goods vehicles accessing Colerne airfield warehouses in Wiltshire - Wiltshire CC not sympathetic historically
- Batheaston: traffic having to use London Rd into Bath enroute from North & east towards Southampton area
- **New housing and infrastructure developments**
 - concerns over student housing in Bath. Residents affected maybe feeling left out & going to other areas like Trowbridge
 - no mechanism for low cost housing to be allocated to local people with connection to the Parish. People have to learn about community and support mechanisms
 - more affordable housing, control student housing
 - developments including affordable houses eleven planning permission s----- not return to DCC to reduce no (sorry hard to read this writing!)
 - infill housing rather than 'developer' led wholesale coverage of land - infrastructure must include good road links, housing should be varied in design
 - Foxhill development: 700 houses? Combe Down traffic
- **Environmental Sustainability & Climate Change**
 - Bath City Farm & Sirona run growing & horticulture course & there are volunteer opportunities
 - Forest school available: outdoor/growing education
 - Bath Area Growers - education about growing food
 - we should encourage sustainable energy - but it should be from commercial companies (apologies could not read rest of message)
- **Skills and Jobs**
 - we are a dormitory village: no real jobs, hard to keep shop open, do we just accept this?
 - jobs and apprenticeships for adults - change of career or for those who have been unemployed
 - children's centres can offer volunteer opportunities for individuals looking to enhance skills BUT a coordinated approach with other agencies to support this is needed
 - 2 universities, low paid jobs (could not read rest of writing)
 - use people who have practised skills of all types to pass on to others - skills audit
- **Stronger and Safer Communities**
 - improved information sharing between agencies is needed to support understanding of work being done, greater efficiency & savings
 - sharing of information/issues between partner agencies and public
 - need much better information on works planned by B & NES Highways so that we can influence & communicate to the community
 - our community is ageing but young families are coming in - how do we connect the two - befriending? Adopt a Granny?
 - actively look out for your neighbours - get to know them, even if you are chalk & cheese!

- Bathford PC last year held a speed watch programme - although did not catch any one speeding it was worthwhile as cars slowed down when they saw a speed gun
- 2 tunnels open - lots of cyclists in country lanes - crash hats, parents ahead, behind, on the right please
- **Education**
 - Children's Centre interested in offering placements to Secondary School children for work experience e.g. admin, child care
 - not all children should attend school on the other side of the city - TRAFFIC
 - boat population are full time residents especially if they have children in school. Do they count when we decide on resources e.g. schools, doctors etc
 - Batheaston: village school unable to admit some local children while others are driven into village from Wiltshire - more traffic!!
 - Bathampton: village school can't accommodate all local children
- **Young people**
 - village facilities for young people so they can meet. Villages seldom have a cafe/bar for them
 - Batheaston PC stepped in to increase support for youth club when B&NES withdrew support in 2011 but major commitment from precept. Over 1000 young people use the facility twice a week
 - concern that some young people heading down the wrong road and could do with early intervention
 - Bathford have club for young people held in church, also hoping to make use of the school
- **Older People**
 - health visitor service has a new preventative role for elderly
 - Bathavon North - lots of elderly people could do with support - could provide a 'village agent' to support and signpost to services
 - we have venues which could be used for gatherings: tea & cakes, bingo etc
- **Other**
 - Bathford shop is hoping to have a cycle rack outside
 - Valley Parish Alliance (VPA) works well because we have a shared interest in protecting the valley
 - if easier to access river moorings will benefit all
 - there is a training programme for new Parish Councillors which I enjoyed 2 years ago
 - how about inductions for Parish Councillors (not ALCA/ how to be a PC) ie how B & NES works, these are the people you can contact etc
 - can we have newsletters for Parish Councils so we know what is coming up
 - is there a central register of organisations & companies who offer volunteers for community activities?

The issues raised on the post it notes could be reviewed at a future meeting of the Forum.

Action Planning - notes from small group discussions

1. Future Format of meeting and getting more input from our communities: how to improve communication between Parish Councils and parishioners

What benefit will this idea bring to the community?

- *more informed Forum, more sense of representation*
- *hopefully more interest in these matters among residents*

What needs to happen first and by when?

- *new chair of Bathavon Forum should take responsibility for acknowledging importance of bringing in the views of the wider community and encourage the sharing of good practice among members*

Who will lead? (contact details please)

Dave Dixon (B & NES) will ensure this goes onto agenda for Forum meetings.

Robert Law decided to go to his next PC meeting and ask for a discussion on this issue

Who else needs to be involved (or wants to be involved)?

All Forum members

What help we would like? ongoing support from Bath & North East Somerset Council

Further comments:

- *problem of division in villages - always the 'usual suspects' turn out for meetings*
- *Batheaston PC changed from 'public may attend and may speak' towards actively inviting local groups and encouraging more discussion*
- *go to where people already meet - don't expect them to come to you until they know it's worth it*
- *knock on doors - have face to face conversations about issues*
- *get a list of contacts of all group leaders in the Parish*
- *use social media*
- *map it out: work out who needs to have a greater voice on a particular issue and how best to involve them (different strokes for different folks)*
- *give people a chance to submit questions before the meeting as many fear speaking out in public*
- *provide cards to fill in a personal view so it can be taken into account even if they can't attend the meeting*
- *B & NES is looking at developing an online Connecting Communities Forum- could be useful but face to face communication is less open to misunderstandings*
- *in larger Parishes PC'S have asked Councillors to take on representing a specific area (usually not where they live)*
- *at the other Connecting Community Forums there is an open session at the beginning of each meeting when anyone can ask a question in advance. There are templates that all Forums can use*

2. Better communication between B & NES and Parishes and better induction for new councillors

What benefit will this idea bring to the community?

- *improved connection between B & NES & PC's*
- *greater awareness of issues*
- *knowledge and information sharing*
- *best practice*

What needs to happen first and by when?

- *more information to PC's from B & NES show-casing good projects, clarifying lines of communication*
- *set up buddying with other similar PC's*
- *all to get going asap*

Who will lead? *B & NES Strategy & Performance - Andy Thomas, David Trethewey*

Who else needs to be involved?

Parish Councils including clerks, ALCA (Avon Local Councillors Association)

What help we would like? *Contacts, newsletters, closer contact with B & NES
Enable training opportunities (linked to existing opportunities where possible)*

3. Influencing Transport Decisions

What benefit will this idea bring to the community?

- *less congestion, better environment*
- *wider consultation on issues that affect everyone who lives and works in the area*

What needs to happen first and by when?

- *need a spokesperson from the Valley Parish Alliance to be on the Bathavon Forum*
- *ensure transport on the Bathavon Forum agenda*
- *need one point of contact within B & NES on transport issues*
- *Moira to send VPA minutes to Dave Dixon*

Who will lead? *Dave Dixon, also Andrew Pate & David Trethewey (B & NES) ensure these issues go on agenda for next Forum meeting, clarify contact routes and liaise with VPA*

Who else needs to be involved?

Highways Authority, Wiltshire CC, Jane Scott Chief executive of Wiltshire CC, West of England Partnership

Further comments & ideas:

- *Transport includes different users: cars, boats, cycles as well as public transport*
- *need further discussion about transport with the right people at a strategic level*
- *Agencies need to work more effectively together to address transport issues*
- *there are other specific issues in Bathavon which are not covered by VP*
- *should be a B& NES rep on the VPA*
- *address high bus fares - increase bus use, reduce traffic*

Feedback on the Workshop (10 forms were completed, all comments typed up)

1. On which sections would you have liked to have spent more or less time this evening?

More time on...

- *post it comments*
- *group discussion*
- *telling us something that demonstrates the value of the Forum*

Less time on...

- *a slow start but took a while to clarify purpose*
- *introductory section*
- *turning everything around to the answer is to have a Forum*

What was about right?

- *small group discussion*
- *all of it*

- *very well balanced*
- *each small group given equal time to feedback*
- *feedback session*

3. Please give one example of something you will do as a result of tonight's discussions, no matter how small.

- *discuss some ideas with my Parish Council*
- *canvass people in my Parish*
- *talk to my PC*
- *feedback to staff*
- *discuss with other PC's*
- *consult with local community to ask what their broader issues are to ensure feedback for next Forum meeting*
- *feedback to my team within my organisation*
- *go back to PC & discuss how we can get feedback and views from all sectors of our community*
- *report back to my PC and encourage continued involvement with Bathavon Forum*
- *look at ALCA website to see what support is available*

4. Any thoughts about the frequency, format and venue for future Community Forum meetings?

- *every 2 months*
- *every 2 months*
- *not too often - no more than 3 month*
- *every 3 months*
- *every 3 months - introductory talk followed by discussion*
- *I would have liked to see representatives from other public sector/voluntary organisations - heavily weighted to parish councillors -*
- *quarterly*
- *twice a year - rotate around Bathavon area*
- *questions for consultation could be agreed at the end of each meeting. Using survey monkey or equivalent to ensure input from other agencies*

5. Any other comments?

- *good idea to get agencies together in an informal way*
- *what of other agencies - Youth, Voluntary sector, housing?*
- *important to pool our resources*
- *would be nice to have representatives from all services e.g. education, housing etc*
- *enjoyed feedback from each group - not too repetitive*
- *very well chaired*

Draft Terms of Reference Bathavon Forum

1. Name and Area of Benefit

1.1 The name shall be the Bathavon Forum

1.2 The Bathavon Forum will cover the twenty-one Parishes of:-

Bathampton, Batheaston, Bathford, Camerton, Charlcombe, Claverton, Combe Hay, Dunkerton, Englishcombe, Freshford, Hinton Charterhouse, Kelston, Monkton Combe, Newton St Loe, North Stoke, Priston, Shoscombe, South Stoke and Midford, St Catherine, Swainswick, Wellow

1.3 Corresponding Members will be:-

Limpley Stoke, Winsley, Westwood

2. Background

2.1 The Bathavon Forum is part of an initiative that aims to improve the external engagement of the Council and its partners by bringing together neighbourhoods, villages and towns to reflect local issues and priorities.

2.2 Whilst creating operational boundaries, it is also important in identifying local priorities and bringing together local communities where there are shared and common issues.

2.3 Each area of the initiative will be supported by a local 'Forum' that will work together to improve local engagement, join up services and foster communication so local people receive better outcomes.

2.4 Each Forum may collaborate with other Forums to share good practice and engage in wider discussions. This collaborative approach is designed to secure involvement of stakeholders and local residents.

3. Aims and Objectives

3.1 The overall aim is to provide a mechanism for collaboration between communities and public bodies; including Bath and North East Somerset Council and members of the Public Services Board; in order to improve local engagement, join up services and foster communication so local people receive better outcomes.

3.2 The objectives are to:-

- Involve residents and organisations by seeking their views and encouraging them to participate in improving their quality of life
- Identify common issues across this area and debate local priorities
- Discuss how organisations, including this Forum, will work most effectively together to respond to the local priorities and take action where appropriate

- Influence wider policy developments and encourage meaningful conversation

4. Key principles

4.1 All voting and non-voting members of the Bathavon Forum agree to follow the five key principles of the Connecting Communities programme which are:-

- To **listen** - always being open to ideas.
- To **prioritise** - making sure local needs come first.
- To **join up** - working in partnership with our local communities.
- To **work collaboratively** - helping communities find the best way to tackle local issues.
- To **share ideas** - building on what works.

5. Membership

5.1 Each member must agree to the aims and objectives and key principles set out in 3 and 4 above.

5.2 The core membership of the Forum will be:-

- Officer representatives from the following services:-
 - Avon and Somerset Constabulary
 - Avon Fire and Rescue Service
 - Curo
 - NHS Bath and North East Somerset
 - Bath & North East Somerset Council
 - B&NES Healthwatch
- All B&NES elected ward members in the Bathavon Forum area
- Representatives from all the Parish Council in the Bathavon Forum area

5.3 Further members may be drawn from voluntary, community and social enterprise organisations and local business, within the area of benefit as defined in 1.2

5.4 Representatives from the Valley Parish Alliance will be invited to attend the meeting and other representatives from neighbouring local authorities or partnership bodies may be invited to attend meetings if appropriate.

5.5 Organisations must demonstrate their understanding of local needs and have a willingness to work together to support the aims of the Forum.

5.6 Meetings of the Bathavon Forum shall be open to the public. A notice of every meeting will be placed on Bath and North East Somerset Council's web meeting diary. All members of the Bathavon Forum will be requested to promote all meetings to

encourage wider engagement. Members of the public may speak/participate at the Chair's discretion.

5.8 An organisation may apply to become a member of the Bathavon Forum and this shall be considered at the Forum AGM, subject to a maximum number of 50 members.

5.9 The Secretarial support role will be carried out by Bath & North East Somerset Council, Strategy and Performance Service.

6. Role of the Chair and Vice Chair

6.1 The Chair and Vice Chair will be elected from the voting membership set out above. They shall act independently and work on behalf of the Forum for the wider benefit.

6.2 The Chair and Vice Chair will meet with the relevant officers of Bath and North East Somerset Council to propose agendas, discuss how issues might be resolved and report to the Forum as appropriate.

7. Working Methods

7.1 The Bathavon Forum will meet at least three times a year, one of which meetings shall be an Annual General Meeting.

7.2 A minimum number of ten members should be in attendance at any meeting where a vote is required.

7.3 If there are not enough members in attendance, the meeting will be adjourned for thirty minutes deeming the reconvened meeting as being quorate, irrespective of the number of people who are in attendance.

7.4 Agendas and papers for meetings will be circulated a minimum of seven calendar days before a meeting. A record of each meeting will be taken.

7.5 Members of the Forum will be invited to submit Agenda items to the Chair in advance of the meeting.

7.6 Every member of the Bathavon Forum shall be accorded the same degree of respect, dignity and consideration by all other members, irrespective of people's protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation and with regard to equalities legislation.

8. Agenda Planning

8.1. The Bathavon Forum will adopt a core agenda for ordinary meetings as follows:-

- Welcome, Introductions and Apologies
- Minutes of the Last Meeting
- Matters Arising
- Standing Items (eg Community Safety, Transportation)
- Parish and Community Items
- Consultation Items (eg Council, Police, CCG etc)

9. Area profile

- 9.1 The Bathavon Forum will establish and keep updated an Area Profile and an Action Plan that aims to inform the priorities for the Forum.

10. Annual General Meetings

- 10.1 The Bathavon Forum will hold an Annual General Meeting each year or within fourteen months of the anniversary of the inaugural meeting.
- 10.2 The Bathavon Forum will elect a Chair and Vice-Chair at its first inaugural meeting. These positions will be held for one year and thereafter elections will take place at the Annual General Meeting.
- 10.3 At the first inaugural meeting and subsequent AGM meetings, the Bathavon Forum shall:-
- i. Elect the Chair and Vice Chair
 - ii. Review the Terms of Reference
 - iii. Agree additional membership as necessary subject to 5.3 and 5.8
 - iv. Agree an Agenda Plan and Meeting Schedule
 - v. Agree any other working arrangements required for the Forum
 - vi. Consider how to engage more widely
 - vii. Showcase initiatives and share good practice within its own area and within the area across Bath and North East Somerset
- 10.4 The election of the Chair or Vice Chair will be available to only those existing members of the Forum. The existing Chair and Vice Chair may seek re-election.
- 10.5 Nominations for the Chair and Vice Chair may be received prior to and at the AGM. This includes self-nominations for both positions.

11. Voting

- 11.1 The Bathavon Forum will seek to work through the development of consensus.
- 11.2 Decisions, including alterations to the Terms of Reference, will be made by a simple majority vote, subject to the quorum of the meeting (see 7.2 above).

12. Working Parties

- 12.1 The Bathavon Forum may establish from time to time working parties that will be responsible for undertaking specific topics as necessary.
- 12.2 Members of the working parties may co-opt individuals or organisations to join, in an advisory capacity, to support their objectives.
- 12.3 A record of working party meetings will be taken and reported back at the Bathavon Forum meetings.

13. Dissolution

- 13.1 A proposal for dissolution of the Bathavon Forum will require the approval of the minimum number of representatives as set out in 7.2.
- 13.2 All funds, documents and possessions shall be disposed of in accordance with the wishes of the majority of voting members.

Current Membership

B&NES Councillors

- All Elected Members Bathavon South (1)
- All Elected Members Bathavon North (3)
- All Elected Members Bathavon West (1)

Parish Councils

- Bathampton Parish Council
- Batheaston Parish Council
- Bathford Parish Council
- Camerton Parish Council
- Charlcombe Parish Council
- Claverton Parish Council
- Combe Hay Parish Council
- Dunkerton Parish Council
- Englishcombe Parish Council
- Freshford Parish Council
- Hinton Charterhouse Parish Council
- Kelston Parish Council
- Monkton Combe Parish Council
- Newton St Loe Parish Council
- North Stoke Parish Council
- Priston Parish Council
- Shoscombe Parish Council
- South Stoke and Midford Parish Council
- St Catherine Parish Council
- Swainswick Parish Council
- Wellow Parish Council

Officer representatives

- Avon and Somerset Constabulary
- Avon Fire and Rescue Service
- Curo
- NHS Bath and North East Somerset
- Bath & North East Somerset Council
- B&NES Healthwatch

Corresponding members to be agreed

- Limpley Stoke Parish Council
- Winsley Parish Council
- Westwood Parish Council
- Valley Parish Alliance
- City of Bath College
- Sirona

Connecting Communities Forums

NOMINATION FORM

POSITION OF CHAIR / VICE CHAIR

I

As an attendee of the Bathavon / Chew Valley /Keynsham Area /Somer Valley Forum*, I would like to nominate / self-nominate* (**please delete as appropriate*):

.....

For the position of Chair/ Vice Chair* (**please delete as appropriate*).

For the period of one year starting from the date the Sept / Oct 2015 until the next AGM held in 2016.

The Nominee has confirmed they are prepared to stand for the post.

Self-nominations are accepted.

Signed:

Date:

Please return the form via email or present the nomination form to one of the B&NES officers prior to commencement of the meeting.

c/o Strategy & Performance, Bath & North East Somerset Council,
email: Mark_Hayward@bathnes.gov.uk tel: 01225 396975

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Connecting Communities

Draft Action plan 2015

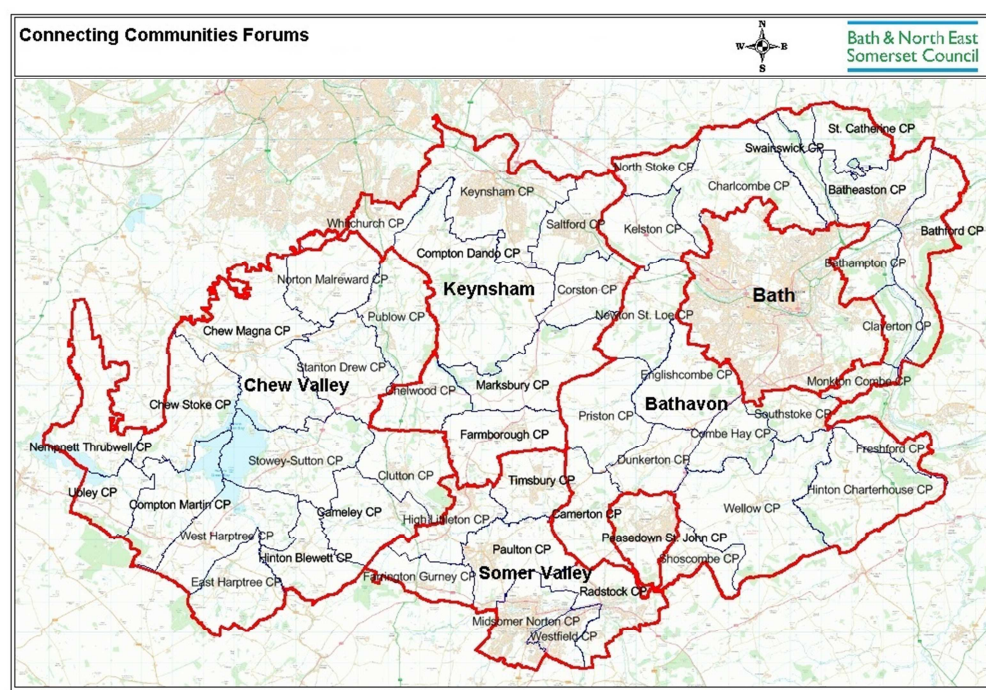
1. About Connecting Communities

Local residents are able to use different methods to inform the Council and public sector partners about the delivery of services. However, what has been lacking is a joined-up approach to planning services for future needs and no consistency when engaging with local communities.

The 'Connecting Communities' programme is an initiative designed to help public service providers understand the needs of the diverse range of people and communities that make up Bath and North East Somerset. The approach has been built around five key principles:

- Listen
- Prioritise
- Join-up
- Work with you and;
- Share ideas

The programme has divided Bath and North East Somerset into five distinct geographical areas: Bath, Bathavon, Chew Valley, Keynsham and Somer Valley.



Each area is supported and represented by a local 'Forum' with the aim of improving engagement between public services and local communities, as well as encouraging local people and communities to talk to each other, share skills/ideas and work together where appropriate.

The Forums aim to bring together the right people at the right time. They do not replace the rights of parish councils and key stakeholders to input into statutory consultations. However they do provide a mechanism for discussion, influence and prioritising what matters most.

2. Progress so far

The development of each Forum is at different stages. This is due to previous partnership arrangements in place, a legacy of regeneration partnerships and local representation on the 'Local Strategic Partnership'. Bath and Bathavon Forum are currently being developed and will be formally established by Autumn 2015.

A rationalisation of other meetings has also taken place. Parish Cluster meetings, which were designed only for Parish Councils to attend and PACT meetings, run by Avon and Somerset Constabulary, have now been disbanded. Issues raised at these meetings can now be raised at the informal session run at the start of each Forum meeting.

A series of workshops was held in July 2015 for Bathavon, Chew Valley, Keynsham and Somer Valley. The aim of these was to help the Forums consider different ways of working together, a better understanding of what partners can offer and review the influence and effectiveness of the Forums for the future.

The outcomes of the workshops have been worked up into a series of action plans (see Section 4 below 'Action Planning') and draw together previous discussions held by previous partnership arrangements. The action plans will help each Forum focus on what really matters most and help them work together to solve these issues.

3. About each Forum

A series of area profiles have been developed for each of the five areas. This brings together the key facts from the 2011 census data. Each profile provides a snapshot of the local population, how it lives and its characteristics and helps provide a better understanding of the area. As new data becomes available each profile will be updated to reflect the current situation.

Bath - The Bath Area consists of sixteen electoral wards. Unlike North East Somerset, the Bath Area does not have parishes or parish councils. It has a resident population of 88,859. It lies 12 miles south-east of Bristol, near the southern edge of the Cotswolds, in a valley of the River Avon, designated as an Area of Outstanding Natural Beauty. Further information can be found at:

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

Bathavon - The Bathavon area consists of 3 electoral wards and 21 parishes and has a usual resident* population of just over 12,600. Geographically it surrounds Bath City and borders South Gloucestershire to the North, Wiltshire to the West and Mendip to the South. The area is largely rural and home to a number of villages. Further information can be found at:

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

Chew Valley - The Chew Valley Area consists of four electoral wards and 14 parishes, and has a resident population of about 9,983. The Chew Valley lies to the west of Bath and North East Somerset, and has strong links to Bristol. It is a large rural area and identified as an Area of Outstanding Natural Beauty. One of its key features is the Chew Valley Lake, an important site for wildlife which has been dedicated as a Site of Special Scientific Interest and a Special Protection Area. Further information can be found at:

<http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/chew-valley-forum-area>

Keynsham Area - Keynsham Area consists of seven electoral wards; one town and seven parishes, and has a resident population of about 24,692. It lies to the north of Bath and North East Somerset, and has strong links to both Bristol and Bath. The largest of the areas, Keynsham, is a market town, which serves a number of the nearby villages. One of its key features is that the physical geography is influenced by the two rivers, Avon and Chew, which converge to the north of the town. Historically the rivers were used as a transport corridor, now the A4 from Bath to Bristol provides the principle vehicular route for the area. Further information can be found at:

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

Somer Valley - Somer Valley Area consists of eight electoral wards; two towns and six parishes, and has a resident population of about 39,848. It lies to the south of Bath and North East Somerset and has close links with Mendip. The area has strong historical characteristics from a Medieval Market town to the transformation during the industrial revolution. The strength in community and historical identity remains strong. The industrial landscape has been returned to countryside, and the former Somerset and Dorset Railway route provides a cycling route for access to Bath and Frome. Further information can be found at:

<http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/somer-valley-area-forum>

4. Action Planning

A series of workshops were held in July 2015 for Bathavon, Chew Valley, Keynsham and Somer Valley Forum areas. The workshops were run and managed by Independent Facilitators, Rowena Harris and Diana Godwin.

Each workshop included a briefing by Cllr Tim Warren, Leader of the Council and Cabinet Member for Communities and Cllr Martin Veal, Cabinet Member for Community Services about the Council's priorities and future financial challenges.

The workshops were divided into three parts and Forum members were asked to participate in each.

1. **What's already happening?** inform others in the area about things planned or sharing best practice.
2. **What issues concern you now and what ideas do you have to make a change?** – issues that matter most and ideas to make a change. These were sorted into a series of topics.
3. **Action planning** – put forward proposals that they wished to discuss further within a small group and agree actions to take forward outside of the meeting.

Detailed notes and actions agreed at each workshop were written up by the Facilitators.

A number of priorities that were identified had a common theme across all Forums areas - the need for increased information sharing and improved community engagement. These are summarised as follows:-

- Future formats for Forum meetings

- Increase community involvement in the Forum including local residents and young people
- Training and development for new Parish Councillors & Clerks
- Improve communication between: public services and parish councils; police and residents; parishes council and residents; utilities, highways and the local community and across Forum areas

Other shared issues raised across all the Forum areas included:

- **Children & Young People:** improve the provision of services and facilities for young people.
- **Development and Infrastructure:** ensure the impact of development maintains the identity of the towns, villages and rural setting and ensure sufficient improvements to infrastructure.
- **Environmental, Sustainability and Climate Change:** encourage sustainable energy - better understanding of the benefits and opportunities for environmental sustainability initiatives.
- **Health & Wellbeing:** increase access to and information about services available.
- **Transport:** the need for affordable and accessible public transport; more community transport solutions; reduction in speeding and volume of traffic and; improved engagement in highway maintenance programmes.

It is recognised that whilst these priorities and common issues are shared across all Forum areas, the action needed may differ dependent upon the needs of each Forum and therefore have been dealt with separately in each Action Plan.

There was one priority that requires discussion across the whole area; the need to improve communication, training and development for new parish councillors and clerks. The action required is detailed below:-

Issue	Action	Involving	Timescales
Improve communication, training and development for new Parish Councillors and Clerks	Explore options for better communication, buddying scheme for PC, training opportunities and sharing information and good practice.	B&NES Strategy & Performance Jo Swift, Kirstie Green, Kathryn Manchee, reps from other Forum Areas	Sept 15

The completed action plans are detailed below in Section 5. The action plans will be reviewed annual and updated as required.

The Bath Forum will hold a separate workshop once formally established and develop series of priorities which will be drawn together into an action plan.

5. Action Plans

Bathavon Action Plan

Transport is clearly the priority issue for Bathavon as well as a need for better information sharing and community engagement.

A summary of the issues raised in July 2015 are detailed in the Action plan below.

Theme	Issue	Action	Lead / Involving	Date raised	Priority	Timescales
Children & Young People	Improve the provision of services and facilities for young people.	Share of best practice between villages that are supporting youth provision.	B&NES Children Centre Services Parish Councils	July 15		
Developments and Infrastructure	Ensure the impact of development maintains the identity of villages and provides sufficient improvements to infrastructure such as schools, roads, traffic, affordable housing and health (being aware of the needs of boat dwellers living in the area.)	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process. Report back to Forum on progress.	B&NES Planning Policy All Parish Councils	July 15		
Developments and Infrastructure	Better Integration of students who live within existing communities	Work with the Student Community Partnership to explore local projects	Student Community Partnership	July 15		
Economic development, skills, training and enterprise	Improve the availability of apprenticeships, work placements and volunteering opportunities and support those people who are unemployed / career changes	Review existing apprenticeships, work placements and volunteering opportunity currently available Explore mentoring and coaching opportunities	B&NES Economic Development and Volunteer Centre, Children's Centres	July 15		

Environmental Sustainability & Climate Change	Encourage sustainable energy - better understanding of the benefits and opportunities for environmental sustainability initiatives	Explore examples of local energy production in the area.	Bath & West Community Energy	July 15		
Health & Wellbeing	Encourage more referrals to existing services particularly support for older people Utilise more community venues for social activities	Explore options for a 'village agent' or 'volunteer befriending service' to support individuals and signpost to services and use facilities to put on more social activities.		July 15		
Health & Wellbeing	Increase awareness of services available to improve the health & wellbeing of residents	CCG Community Services Review - input into the review of Community Services	B&NES Clinical Commissioning Group	July 15		
Stronger Communities	Future format of Forum and getting more input from our communities: how to improve communication between Parish Councils and parishioners (Common theme)	Discuss terms of reference, membership and engagement plan for the Bathavon Forum. Draft terms of reference to be presented for discussion at the inaugural meeting in the Autumn.	B&NES Strategy & Performance and Chair of Forum All Forum members	July 15	High	Autumn 15
Stronger Communities	Better communication between B&NES and Parishes and better induction for new councillors (Common theme)	Explore options for better communication, buddying scheme for PC, training opportunities and sharing information and good practice.	B&NES Strategy & Performance Representatives from other Forum Areas, Jo Swift, Kirstie Green, Kathryn Manchee	July 15	High	Sept 15

Transport	Influencing Transport Decisions at both strategic level (including neighbouring authorities) and at local level (responding to affordability, reliability, alternative options of public transport, speeding, volume of traffic, safer routes to schools, highway maintenance improvements.)	<p>Discussion on transport issues will be included on the Bathavon Forum agenda for future meetings. Ensure the relevant officers and agencies are invited.</p> <p>Terms of reference needs to include a spokesperson from the Valley Parish Alliance</p>	<p>B&NES Planning and Transportation team</p> <p>All Forum members</p>	July 15	High	Ongoing
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Chew Valley Action Plan

Transport is clearly the priority issue raised at the July 2015 workshop for the Chew Valley, followed by the need for better information sharing and community engagement. Other priorities raised in 2013 included improved access to health and wellbeing services, support for rural businesses to thrive and improve broadband for rural businesses.

A summary of the all the issues raised in September 2013 and July 2015 are detailed below.

Theme	Issue	Action	Lead / Involving	Date raised	Priority	Timescale
Children and young people	Improve the provision of services and facilities for young people.	<p>Explore wider use of Children's Centre for the whole community</p> <p>Utilise the Children's centre bus for more activity in the Chew Valley (such as mobile One stop Shop)</p> <p>Explore opportunities for more intergenerational links</p> <p>Support the developments of an Arts Centre at Chew Valley Secondary School to provide youth activity</p>	<p>B&NES Children Centre Services</p> <p>Chew Valley Secondary School</p>	Sept 13 / July 15		
Children and young people	Promote positive behaviours of young people in the Chew Valley	Encourage more nominations to existing Awards to highlight positive achievements of young people across the area.	All Forum members	July 15		

Developments and infrastructure	Ensure the impact of development maintains the identity of villages and provides sufficient improvements to infrastructure such as broadband, schools, roads, traffic, health, affordable housing and secure future for leisure centre.	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process. Report back to Forum on progress.	B&NES Planning Policy All Parish Councils	Sept 13 & July 15		Ongoing
Economic development, skills, training and enterprise	Improve the availability of apprenticeships, work placements and volunteering opportunities	Review existing apprenticeships, work placements and volunteering opportunity currently available	B&NES Economic Development and Volunteer Centre	July 15	High	
Economic development, skills, training and enterprise	Support rural businesses to thrive.	Identify the type of support needed for local businesses	Chew Valley Chamber of Commerce	July 15	High	
Economic development, skills, training and enterprise	Improve broadband for rural businesses.	Work with the Council to ensure local issues are highlighted	B&NES Economic Development	Sept 13 & July 15	High	
Environmental, sustainability and climate change	Reduce the impact of flooding by working in partnership with agencies and the community to identify prevention measures and maintenance (including Flood Warden Training).	Support the activity of the Chew Valley Flood Forum	Chew Valley Flood Forum	Sept 13		

Environmental, sustainability and climate change	Better understanding of the benefits and opportunities for environmental sustainability initiatives such as bulk buying of oil.	Explore the benefits including financial of sustainable energy sources	B&NES Strategy & Performance - Sustainability Team	July 15		
Environmental, sustainability and climate change	Maintain awareness of the threat of Fracking in the local community.	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process.	B&NES Planning Policy, All Parish Councils	Sept 13		
Health & Wellbeing	Improve access to services by offering more accessible ways to deliver services recognising the challenges of rural life and reducing inequality, isolation and loneliness.	CCG Community Services Review - continue to input into the review of Community Services and explore ways for local initiatives to be developed. Continue to support the Village Agents scheme - supporting individuals and increasing signposting of services for residents.	B&NES Clinical Commissioning Group All Forum members	Sept 13	High	Autumn 15
Safer Communities	Better Communication: especially between Police, Neighbourhood Watch and local residents Provide a safe community by supporting campaigns and initiatives that reduce crime.	Explore options for better communication, volunteer neighbourhood co-ordinator and make better use of social media and mobile apps. Explore the opportunity for a Pub Watch scheme	Avon and Somerset Constabulary Parish Councils, health visitors, agencies, one stop shop, businesses and local residents.	July 15	High	
Stronger Communities	Future format and make up of Forum	Discuss amendments to the terms of reference, memberships, frequency, venues, structure and promotion of meetings at the AGM/Inaugural meeting and implement new	B&NES Strategy & Performance All Forum members	July 15	High	Autumn

		arrangements thereafter.				
Stronger communities	Ensure community facilities are accessible and affordable to the whole community.	Report back on the Chew Valley Mapping of community activities that is currently being undertaken.	Volunteer Centre	Sept 13		
Stronger Communities	Better Community Engagement between parish councils and residents	Identify ways in which Parish Councils engage with local residents eg, email distribution list, welcome pack for new resident and share best practice.	Vice Chair of Forum All Forum members	July 2015	High	Autumn 15
Transport	Influencing Transport Strategy taking account of: health and wellbeing of those more isolated; improve connections to the main public transport routes for commuters; improve community transport provision to local services; provide safer routes for cycling and walking.	<p>Transport Strategy - address issues that affect the Chew Valley</p> <p>Develop an engagement process for inputting into the B&NES transport strategy – set up a 'Task & Finish Group' from members of the forum to explore the engagement options.</p> <p>Review the information contained within the Neighbourhood Plans and issues raised previously by the Forum.</p> <p>Complete the Chew Valley Transport Study: find out what is already happening - what is working, what isn't working including viewing the issues raised by the Forum.</p>	<p>B&NES Place Directorate, Strategy & Performance, WERN</p> <p>All Forum members</p> <p>Include service providers e.g. Children Centres, Health & Social care, Hospitals, local GP's, local council members, local businesses</p>	Sept 13 & July 15	High	Autumn 15

Keynsham Area Action Plan

Improved communication is clearly the priority issue raised at the July 2015 workshop for the Keynsham Area. Other priorities raised in 2013 are included along with the issues highlighted in 2015. These are detailed in the action plan below.

Theme	Issue	Action	Lead / Involving	Date raised	Priority	Timescale
Children and young people	Improve the provision of facilities and services for young people	Explore opportunities to join up and improve services for children and families including better use of Children's centre.	B&NES Children's Centres	Sept 13 & July 15		Ongoing
Children and young people	Promote positive behaviours of young people	Encourage more nominations to existing Awards to highlight positive achievements of young people across the area.	All Forum members	July 15		Ongoing
Development and infrastructure	Ensure the impact of development maintains the identity of the town and villages and rural setting and ensure: sufficient improvements to infrastructure such as schools, roads, traffic and health; employment land is brought forward to create new jobs; increase availability of affordable housing for local people; relocation of leisure centre in Keynsham.	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process. Report back to Forum on progress.	B&NES Planning Policy All Parish Councils	Sept 13 & July 15		Ongoing
Development and infrastructure	Ensure community assets are maintained and retained for future community use.	Explore the opportunities to register local community assets under the 'Community Right to buy'.	B&NES Planning Policy All Parish Councils	Sept 13 & July 15		Ongoing

Economic development, skills, training and enterprise	Create more job opportunities and support those people seeking employment	Support local initiatives such as Community @67 job club and Children's Centres employment and training support to help local residents seek employment.	Community @ 67, B&NES Children's Centres, Keynsham Chamber of Commerce, Saltford Business Network	July 15		Ongoing
Economic development, skills, training and enterprise	Increase the opportunity for apprenticeships, volunteering and work placement opportunities	Review existing apprenticeships, volunteering and work placements currently available and explore new opportunities	Community @ 67, B&NES Children's Centres, Keynsham Chamber of Commerce, Saltford Business Network	July 15		Ongoing
Environmental, sustainability and climate change	Improve the Air Quality	Input into the consultation draft Air Quality Action Plan for Keynsham and Saltford and monitor progress.	B&NES Place Directorate	Sept 13 & July 15		Winter 15
Environmental, sustainability and climate change	Better understanding of the benefits and opportunities for environmental sustainability initiatives including solar panels, wind turbines and utilising the river Avon as an energy source	Explore the benefits including financial of sustainable energy sources	B&NES Strategy & Performance - Sustainability	July 15		Winter 15
Environmental, sustainability and climate change	Reduce the impact of flooding by working in partnership with agencies	Identify any flooding risks that impact on the local area	B&NES Place Directorate	Sept 13 & July 15		Winter 15
Environmental, sustainability and climate change	Encourage people to take pride in their local community.	Support local initiatives such as Keep Britain tidy, Volunteer Clear up days and In Bloom activity.	Parish Councils, In Bloom groups, Transition group	July 15		Winter 15

Health & Wellbeing	Ensure services are accessible and affordable particularly for those more vulnerable and isolated people in the community	CCG Community Services Review - continue to input into the review of Community Services. Explore ways for local initiatives to be developed and promote existing opportunities	B&NES Clinical Commissioning Group All Forum members	Sept 13 & July 15		Autumn 15
Health & Wellbeing	Lack of clarity regarding the provision of NHS services for residents living near other local authority boundaries.	Explore the possibility of B&NES residents being offered a choice of preferred provider	B&NES Clinical Commissioning Group and Bristol Clinical Commissioning Group	Sept 13 & July 15		Autumn 15
Safer communities	Create a safe community by reducing the fear of crime and anti-social behaviour	Support initiatives such as 'Neighbour Hoodies' to foster good citizenship.				
Safer Communities	Better communication between Police and local residents	Explore options for better communication; consider other methods (not just social media) make better use of free media i.e. Keynsham Voice/Week & Parish Magazines, noticeboards, community radio, a regular column is planned for Keynsham Voice.	Avon and Somerset Constabulary Parish Councils, local media.	July 15	High	Autumn
Stronger Communities	Alternatives to the Parish Ranger Scheme	Explore the opportunity for a Parish Ranger scheme for the area by sharing resources and ideas and links to volunteers.	Carolyn Beecroft (Chelwood PC) and John Twist (Corston PC) including support from B&NES Strategy & Performance All Parish councils in Forum Area	July 15	High	Autumn / Winter

Stronger Communities	Improve communication between Utilities, Highways and the community	<p>Invite public utilities (e.g. Wessex Water, Bristol Water) to attend future Forum meetings.</p> <p>Ensure planned highways works are disseminated to Parish Councils. Engagement at the planning stages will ensure better co-ordination.</p>	B&NES Place Directorate and Strategy and Performance	July 15	High	Autumn
Stronger Communities	Improve communication and support between B&NES & Parish & Town Council Clerks	Explore options for better communication, buddying scheme for PC, training opportunities and sharing information and good practice.	<p>B&NES Strategy & Performance</p> <p>Representatives from other Forum Areas, Jo Swift, Kirstie Green, Kathryn Manchee</p>	July 15	High	Sept 15
Stronger Communities	Improving and developing the Forum	<p>Discuss amendments to the terms of reference, membership (include Colleges), frequency, venues, structure and promotion of meetings at the AGM meeting and implement new arrangements thereafter.</p> <p>Extend budget fairs to include Forum meetings.</p>	<p>Sub group to discuss proposals B&NES Strategy & Performance, Chair of Forum and Chair of Compton Dando PC</p> <p>All Forum members</p>	July 15	High	Sept 15
Transport provision	Improve the provision of public transport for access to work	Ensure all Forum members have an opportunity to comment on the Keynsham Transport Strategy and monitor progress.	<p>B&NES Place Directorate</p> <p>All Forum members</p>	Sept13 & July 15		Ongoing
Transport provision	Ensure that any strategic transport planning considers the impacts to the Forum area and neighbouring authorities plans	Provide an opportunity to influence other local transport strategies (eg Chew Valley), neighbouring authorities plans and West of England.	<p>B&NES Place Directorate</p> <p>All Forum members</p>	Sept13 & July 15		Ongoing

Transport provision	Ensure sufficient transport provision is offered for medical appointments and to help reduce isolation and loneliness	Actively promote community transport services and local bus services to local residents Promote the benefits of volunteering to support community transport services	All Forum members Community Transport schemes	Sept13 & July 15		Ongoing
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Somer Valley Action Plan

A summary of the issues raised in July 2015 and the discussions held in July 2014 are summarised below in the action plan.

Theme	Issue	Action	Lead / Involving	Date raised	Priority	Timescale
Children and Young people	Youth Engagement in the Forum	Consult with young people and youth organisations on how they wish to engage with the Forum	B&NES Children Centre Services	July 15	High	Autumn
Children and young people	Ensure those seeking information about schools are well inform	Better understanding of the information available about local schools and colleagues (stats, funding, extra-curricular activities etc)	All Forum	July 15		
Children and young people	Improve the provision of services and facilities for young people.	Explore opportunities to join up and improve services for children and families including using Children Centres as a hub to support troubled families	B&NES Children's Centres	July 14 & July 15		
Developments and infrastructure	Ensure the impact of development maintains the identity of villages and provides sufficient improvements to affordable housing (particularly for local people), quality retirement accommodation, home share	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process. Report back to Forum on progress.	B&NES Planning Policy All Parish Councils	July 14 & July 15		

	initiatives, schools, transport infrastructure					
Developments and infrastructure	Local Housing Issues (local people being priced out of housing in their own villages)	To clarify the policy procedures for allocating social housing for local families, eg shared knowledge of other schemes such as High Littleton	Timsbury PC All Forum	July 15	High	Autumn 15
Developments and infrastructure	Improve broadband and mobile phone signals for rural businesses and resident	Work with the Council to ensure local issues are highlighted	B&NES Economic Development	July 15		
Economic development, skills, training and enterprise	Economic Development for the Somer Valley (inward investment, skills and training, wages, affordable workspaces)	Develop a plan to generate inward investment into the Somer Valley Create a business case for a business hub in the Somer Valley and report back to Forum on progress	Local businesses, public and voluntary and community sector	July 15	High	Autumn
Environmental, sustainability and climate change	Better understanding of opportunities to improve the energy efficiency of homes	Promote campaigns such as 'B&NES Energy at Home Advice Service'	All Forum	July 15		
Environmental, sustainability and climate change	Better understanding of the benefits and opportunities for environmental	Explore the benefits including financial of sustainable energy sources	B&NES Strategy & Performance - Sustainability Team	July 15		

	sustainability initiatives such as solar panels, wind farms etc.					
Health & Wellbeing	Ageing better workshop in Timsbury (as a start for village forums in other B& NES towns and villages)	Develop a proposal and present to Timsbury Parish Council on an 'Ageing Better workshop' – this proposal could be rolled out to the whole of the Somer Valley	Timsbury Parish Council, Village Agents	July 15	High	Autumn
Health & Wellbeing	Inclusive Sports Facilities	Identify local community assets that would support a permanent Boccia Facility and other sports eg fishing Raise awareness of the benefits of inclusive sports, encourage corporate sponsors and promote volunteering opportunities	Leonard Cheshire Homes, B&NES Strategy & Performance, Sport & Active Lifestyle	July 15	High	Ongoing
Health & Wellbeing	Reduce isolation especially in villages	Explore ways for local initiatives to be developed and promote existing opportunities	All Forum members	July 14 & July 15		
Health and wellbeing	Increase residents health & wellbeing with a focus on reducing deprivation, childhood obesity, cancers, diabetes, improve child dental health, mental health	CCG Community Services Review - continue to input into the review of Community Services	B&NES Clinical Commissioning Group	July 14 & July 15		Autumn 15

Safer communities	Reduce anti-social behaviour.	Support initiatives such as Street Pastors and Alcohol Partnership to reduce anti-social behaviour	Avon and Somerset Constabulary	July 15		
Stronger Communities	Complete Community Asset Transfers (those pledged by B&NES)	Follow up on pledge Community Asset Transfers, unblock any legal issues and clearly explain any problems regarding the asset transfers	B&NES Resources and Strategy and Performance	July 15	High	Ongoing
Stronger Communities	Future of the Somer Valley Forum	Discuss amendments to the terms of reference, membership (include Colleges), frequency, venues, structure and promotion of meetings at the AGM meeting and implement new arrangements thereafter. Extend budget fairs to include Forum meetings.	Sub group to discuss proposals, Cllr Myers and B&NES Strategy & Performance All Forum members	July 15	High	Oct 15
Stronger Communities	Ensure community assets are maintained and retained for future community use	Explore the opportunities to register local community assets under the 'Community Right to buy'. Encourage more joint working between organisations that manage community spaces.	All Forum members	July 15		Ongoing
Stronger Communities	Improved Communication between B&NES and Parish Councils	Explore options for better communication, buddying scheme for PC, training opportunities and sharing information and good practice.	B&NES Strategy & Performance Representatives from other Forum Areas, Jo Swift, Kirstie Green, Kathryn Manchee	July 15	High	Sept 15

Stronger Communities	Alternatives to the Parish Ranger Scheme	Explore the opportunity for a Parish Ranger scheme for the area by sharing resources and ideas and links to volunteers.	Link to Keynsham Area Forum proposal	July 15		
Transport	Influencing Transport Strategy taking account of: affordability and accessible public transport, reliability, alternative options for public transport, speeding, volume of traffic, safer routes to schools, highway maintenance improvements and weight restrictions.)	<p>Transport Strategy - address issues that affect the Somer Valley</p> <p>Develop an engagement process for inputting into the B&NES transport strategy – set up a 'Task & Finish Group' from members of the forum to explore the engagement options.</p> <p>Review the information contained within the Neighbourhood Plans and issues raised previously by the Forum.</p>	<p>B&NES Planning and Transportation team</p> <p>All Forum members</p>	July 15	High	Ongoing