



Meeting **Keynsham Area Forum**

Date **Thursday, 7th April, 2016**

Time **6.00 - 8.00 pm**

Venue **Cadbury Room - Fry Club and Conference Centre, Keynsham**

6.00pm- 7.10pm - Informal Open public session

1.	Welcome and introductions by the Chair, Councillor Alan Hale		
2.	Community Showcase (50 mins):- <ul style="list-style-type: none"> • Creating a sense of community pride and identity <ul style="list-style-type: none"> • Keynsham Wombles explain how they help keep Keynsham tidy • More than just transport <ul style="list-style-type: none"> • The benefits of Community Transport and how Keynsham & District Dial-a-Ride is making an impact on Health and Wellbeing • Empowering communities to do more for themselves <ul style="list-style-type: none"> • Community @ 67 describe their journey to success • Keynsham In Bloom explain why it's more than just flowers! • Supporting people in crisis <ul style="list-style-type: none"> • Keynsham Foodbank explains how they support people during difficult times • Actively engaging young people • Actively engaging young people - An opportunity to hear about the work of Keynsham Youth Council, Keynsham Now and hear from Dani about the challenges of dealing with Autism 		
3.	Updates from the Police and other public sector partners <ul style="list-style-type: none"> • Police Monthly crime stats for Forum area: https://www.police.uk/avon-and-somerset/CS219/crime/+ALxgqT/ 		

(10 mins tea and coffee break)

7.20pm - 8.00pm - Ordinary meeting

4.	Notes of the previous meeting		
5.	Matters arising		
6.	Keynsham Area Forum Action Plan - to note the updated report		
7.	Update on the West of England Joint Spatial Plan <div><i>The West of England's Joint Spatial Plan and Transport Study will set out a prospectus for sustainable growth that will help the area meet its housing and transport needs for the next 20 years. Estimates state that to maintain its current prosperity, the area needs at least 85,000 new homes by 2036, nearly 30,000 more than the number already planned, as well as the transport and other infrastructure needed to support this level of growth. Officers from B&NES Planning Policy will give an update on progress.</i></div>		
8.	Any other business		
9.	Dates of next meeting 30 th June 28 th September 22 nd November		

Draft Notes of the
Keynsham Area Forum
 17th February 2016, 6.00pm
 The Civic Centre, Keynsham BS31 1FS

Present

Name	Organisation Represented
Cllr Alan Hale	B&NES Ward Councillor (Keynsham South) and Chair of the Forum
Cllr Keith Baker	Keynsham Town Council
Roger Busby	Keynsham Civic Society
Dave Dixon	Stronger Communities Manager, B&NES
Cllr Emma Dixon	B&NES Ward Councillor, Saltford
Sara Dixon	Stronger Communities Manager, B&NES
Cllr Matt Donovan	Whitchurch Parish Council
Cllr Dawn Drury	Chair - Compton Dando Parish Council
Cllr Clive Fricker	Keynsham Town Council
Louise Fradd	Strategic Director – Place, B&NES (Forum Director Sponsor)
Cllr Charles Gerrish	B&NES Ward Councillor, Keynsham North and Cabinet Member Finance and Efficiency
Tricia Golinski	Clerk - Saltford Parish Council
Gill Hellier	Keynsham Civic Society
Kathleen Hovland	Local Resident
Chris Hounsell (until 7.25pm)	Saltford Business Network
Cllr Duncan Hounsell	Saltford Parish Council
Adrian Inker	Community@67 (Vice Chair of Forum)
Samantha Jones (from 6.35pm)	Inclusive Communities Manager, B&NES
PCSO Rebecca Knocker	Avon and Somerset Police
Peter Morgan	Local Resident and Businessman
Cllr Lisa O'Brien (from 6.35pm)	B&NES Ward Councillor, Keynsham South
Cllr Philippa Paget	Compton Dando Parish Council/Keynsham Chamber of Commerce
Paul Pearce (part)	Parks Project Manager, B&NES
Cllr Brian Simmons	B&NES Ward Councillor, Keynsham North
Chief Inspector Kevin Thatcher	Avon and Somerset Police
Cllr John Twist	Corston Parish Council
Cllr Martin Veal	B&NES Ward Councillor and Cabinet Member for Community Services
Andrew Wait	Local Resident, Keynsham Music Festival and Keynsham Youth Parliament
Alison Wells	Community Projects Officer, B&NES
Brian Wilson	Ramblers/Area Footpath Society
Margaret Wilson	Keynsham and Saltford Churches Together

Informal Open Public Session (6pm – 7pm)

		Action
1.	Welcome and Introductions	
1.1	AH welcomed those present and asked that they encourage others to attend meetings going forward. Page 3	ALL

1.2	<p>AH read out the following statement regarding the pre-election period in respect of the forthcoming referendum on the future governance of Bath and North East Somerset:</p> <p>'The Referendum on the future Governance of the Council will be conducted in accordance with procedures similar to those used at local government elections. In the lead up to a referendum there is a 6 week pre-referendum period (commonly known as "purdah)". During this time, pre-referendum restrictions apply and Councils are required to take particular care over publicity to ensure that communications are balanced and without bias – that there is no appearance of support for one side or the other in the referendum. Therefore this Forum will not be able to take any questions or comments regarding the campaigns for or against.'</p>	
2.	<p>Updates Including Q&As</p> <p><u>2a Police</u></p> <p>2.1 KT introduced himself and said he would give a fuller presentation later in the meeting. He gave some crime statistics, comparing those from January 2015, with those of January 16. Figures for some crimes were down but overall, crime levels were up from 80 in Jan 15 to 102 in Jan 16.</p> <p>2.2 MD asked whether the statistics covered the whole Forum area. KT said the figures are from the Keynsham Beat but it is possible to go wider. RK will e-mail SD with further information.</p> <p>Crime stats for the Keynsham Area – monthly crime stats https://www.police.uk/avon-and-somerset/CS219/crime/+ALxgqT/</p> <p>2.3 BS asked whether individuals are responsible for more than one crime. KT said yes – the numbers of crimes will be higher than the number of individuals causing them.</p> <p>2.4 CF said it would be helpful to have more detail – perhaps a monthly breakdown over a year. KT said the information is freely available and can be provided.</p> <p><u>2b Council Budget</u></p> <p>2.5 CG said since his presentation to the Forum in November, the position has changed. The Council found itself with a £12m shortfall following the Autumn Statement. Further savings have had to be identified, some of which will not take effect until this Autumn. Reserves will be used in the interim.</p> <p>2.6 CG said the Council has been awarded £900k transition funds per year for two years by the Government. However, this cannot be added to the base budget. The Council is also having to bear the costs of the forthcoming referendum and, potentially, a Mayoral election.</p> <p>2.7 There will be a 2% rise nationally to cover adult social care costs and this will be coupled with a proposed 1.25% increase in Council Tax. This is the first rise in Council Tax for a number of years but this is because increases were previously frozen. It is also the smallest rise of any Local Authority in the region.</p>	

2.8	Locally, a number of initiatives will be supported including the Keynsham Duke of Edinburgh scheme; the Keynsham transport strategy, a number of highway improvements and upgrading of street lighting.	
2.9	AI asked whether Sirona's commissioning budget had been reduced. CG said there have been some reductions but the 2% increase in Council Tax for adult social care is ring-fenced.	
2.10	JT said that road repairs in Corston would be very welcome and thanked Cllr Gerrish.	
2.11	DH said that no roads in Saltford have been mentioned despite the Parish Council requesting re-surfacing at Claverton Road outside the school. CG said that there is £500,000 yet to be released – he recommended approaching Highways again with this request.	
2.12	GH asked about a feasibility study at the Two Headed Man junction. CG said there is potential for a new scheme here with an associated study.	
2.13	TG asked for information about the shared use path. CG said this relates to a link enabling children to cycle to schools. LF to provide further information (see below response). <i>Response: In 2015/16 the Council started to build a dual use path leading from Broadmead Roundabout towards Saltford. The scheme in the 2016/17 programme is to continue with widening and surfacing of the existing path alongside the A4 to continue the shared use path. The scheme is effectively the next phase of the project.</i>	
2.14	AWait asked about funding for the Duke of Edinburgh scheme. CG said there were concerns about cuts relating to the DoE award, so funds have been put in place for open award centres. He doesn't have the precise figures with him but these can be obtained. <u>2c Joint Spatial Plan</u>	
2.15	SD said that following the presentations at the November Forums, the Chairs of the Forums gave a joint response to the consultation, see response below). <i>Sent to 'comment@jointplanningwofe.org.uk'</i> Comments on the West of England Joint Spatial Plan <i>Our local engagement for the Public Services within Bath and North East Somerset is a programme known as Connecting Communities. The programme is made up of five Forums that cover:- Bath City, Bathavon, Chew Valley, Keynsham Area, and Somer Valley. The Forums are made up of Bath & North East Somerset Council elected members, parish councils (where applicable) and local representatives from the private, public, voluntary and community sector. All meetings are open to members of the public to attend.</i> <i>In November, the Forums hosted a series of special public meetings which included presentations on the consultation on the West of England Joint Spatial Plan (JSP) and the Council's Budget plans. A total of 195</i>	ALL/SD

	<p><i>people attended these meetings.</i></p> <p><i>The questions and comments on the West of England JSP made at each Forum meeting have been noted and are provided in the attached document. Below is a summary of the shared views raised across the Forum areas. These were:-</i></p> <ul style="list-style-type: none"> <i>• Ensure sufficient infrastructure improvements, particularly transport, are realised where future growth is planned.</i> <i>• Consider innovative ideas and new technologies to help solve transport problems.</i> <i>• Protect the villages from further growth to avoid over development.</i> <i>• Consider developments within existing local centres that have the infrastructure to support future growth.</i> <i>• Ensure that there is enough affordable housing to meet current and future needs.</i> <i>• Bring forward more brownfield development.</i> <p><i>All those present at the meeting have also been encouraged to respond to the consultation separately.</i></p> <p><i>Sent on behalf of the Forum Chairs, Cllr Bob Goodman (Bath), Chris Head (Chew Valley), Lynda Robertson (Somer Valley), Alan Hale (Keynsham Area)</i></p>	
2.16	<p>SD said there will be further consultation – Planning Policy is setting up a series of working parties with Town, Parish and Ward Councillors from communities most likely to be affected. These will start tomorrow. Planning Policy will also come back to the Forums in April with a further update.</p> <p><u>2d Parish Clerks' Working Group Update</u></p>	
2.17	<p>SD said that at the Forum workshops held in July, a number of issues were raised around communications with, and support for, Town and Parish Councils/Clerks. A working group was set up to look at the issues in more detail, involving Clerks that had expressed an interest. A survey of all Parish and Town Clerks has now been undertaken, which has had a 70% response rate. Those that have not yet responded will be contacted. We will share the information when it is complete and if anyone wishes to be involved with the group, let us know.</p>	
2.18	<p>MV said a further issue raised is how much notice the Council is taking of the Parish Charter. This will be updated. LF said work is on-going to ensure it is fit for purpose. SD said the matter will be raised at the forthcoming Parish Liaison meeting. MV requested that all Forums receive feedback on progress with this.</p> <p><u>2e Representatives of Other Partnership Groups</u></p>	ALL
2.19	<p>SD said the CCG's 'Your Health, Your Voice' group met in early February. Their next meeting is in April and the theme is Children and Adolescents Mental Health. If you have any comments you wish to make, speak to SD or to AI who is the Forum's representative on this group.</p>	ALL

2.20	<p>SD said that at the AGM, there was a request for a representative from the Forum for a New Natural Environment Partnership. We will obtain more information on this and come back to the Forum.</p> <p><u>2f – Q&A</u></p>	
2.21	<p>TG said that the toilets in Keynsham Memorial Park are being closed early due to vandalism – she thought they were meant to be vandal proof? One is out of order in Saltford too. The opening hours on the Council's website have not been updated either. LD said she will ask the relevant officers to look into the points raised (see below response).</p> <p>Response: - <i>The public toilets in Memorial Park, Keynsham and Saltford were subject to targeted break-in incidents with cash stolen between the 4th and 13th of January. As a result Healthmatic, our contractor responsible for the maintenance of the public toilets, opted to vary the closing times of these two facilities to disrupt the cycle of visits by the vandals. Whilst we appreciate this is not always convenient, a temporary short change in the closing times, tends to work in such circumstances. Healthmatic also liaise closely with the Police on this. Unfortunately the toilets are not completely vandal proof when targeted in such a deliberate manner. The facilities are put out of service if locks have been broken etc. to reduce risk to the public. Healthmatic are currently increasing security measures at the facilities in a bid to reduce the number of such incidents. To confirm the toilets in Saltford and Memorial Park, Keynsham are now open as normal and the website has been updated.</i></p>	
2.22	<p>AWait asked about the empty shops at the Civic Centre in Keynsham. CG said two units have now been let. The large one is still available but new agents have been appointed. AH said he understands the units let have been taken by a hairdresser and employment agency. CG said high business rates were an issue but these were set by Customs and Excise, not the Council. There has been a reduction in them following an appeal.</p>	
2.23	<p>PPaget said Temple Street still looks like the back entrance to the Library/Civic Centre – it doesn't look 'alive'. She asked whether there are any plans to improve this? AH said there are meeting rooms here, so it may be difficult but can be looked at. PPaget said there is nothing to indicate that it is a library either.</p> <p>Response - <i>Sara Dixon has raised this query with Customer Services and awaiting a response.</i></p>	
2.24	<p>DH said the Vice Chair of Saltford Parish Council will be attending the JSP meeting tomorrow. He has been told there are no Terms of Reference for these working groups – they are purely for information sharing. However, he believes a liaison group would be better – the implication is that they will have input into the process. SD said this can be discussed in more detail at the JSP meeting – it is intended to be a two-way process. Planning Policy will be setting out the purpose at the meeting but there is a short time frame for the process.</p>	
2.25	<p>RB asked what is happening to the Fire Station – a representative from the Fire Service at these meetings would be helpful. AH said the preferred option is to share the Police Headquarters. The other option is</p>	

	<p>locating to a (yet to be built) unit at Emerson's Green. It is unlikely that the headquarters would be here. KB said they would like the building to join with the Civic Centre in appearance.</p>	
2.26	<p>PPaget asked about the Leisure Centre. MV said no decision had been made as yet but the Forum would be kept informed. The contract with GLL has yet to be signed. LF said the Council is working with them on the options and looking at other sites as well. Further information should be available in March.</p>	
2.27	<p>KB said the contract should have been signed last May and questioned the Council's commitment. MV said there have been legal issues relating to the Recreation Ground in Bath which is causing the delay, not any lack of commitment. AH said a variety of options are being considered but the intention is for Keynsham to have better facilities in future. CG said there is £2.5m over and above the original plan in this year's budget.</p>	
2.28	<p>JT said he is concerned about the vandalism at Newbridge P&R, with fences and wooden railings damaged. Also a safety issue regarding a route to the bus stop which has no path, with users required to walk across a muddy island or in the road. LF to look into (see below response).</p> <p>Response: <i>The damage to the height barrier at this site is being addressed by Parking Services for repair to ensure the site is again secure. Repairs to tree damage will be undertaken through the site contractor, Four Seasons, to be funded by Parking Services to ensure compliance within the current maintenance agreement for landscaping.</i></p> <p><i>The concerns regarding the condition of the 'mud track' have been referred to Massimo Polacco, as Project Manager, for the development to address with ER Hemmings, the site contractor.</i></p>	
2.29	<p>PPaget said residents in Compton Dando are concerned about lack of parking in Keynsham. CG said there is £80k in the budget to look at this issue.</p>	
3.	<p>Green Spaces Strategy 2015-2029 – Paul Pearce - Parks Project Manager, B&NES</p>	
3.1	<p>PPearce explained that this is a new Green Spaces Strategy – the previous one was prepared in 2007. The new one links to the Placemaking Plan. It has been prepared by consultants who assessed the quantity and quality of green spaces across the district and the levels of access to them. This includes spaces managed by Town and Parish Councils. A series of area action plans has now been prepared, broken down in the five Connecting Communities Forum areas.</p>	
3.2	<p>The strategy looks at spaces that need improvement and areas of under or over supply. It also looks at green routes, which are the cycle-paths and canal paths being used by community. The usage of these is high, so work to improve these needs to be considered.</p>	
3.3.	<p>KH said the Government has made a commitment to the UN relating to endangered butterflies and insects. Does the strategy include grassland? PPearce said he would speak directly with KH in the break.</p>	

3.4	DDrury said Holmonoak should be Holmoak. PPearce noted.	
3.5	PPearce was asked whether zero in the table means provision is okay. He confirmed that it does.	
3.6	PPearce said the action plan is being development but needs to take into account what local Neighbourhood Plans are saying and the aspirations of local communities.	
3.7	PPearce said the document is useful for working with developers. S106 monies have been accruing but allocation of funds has not been strategic. Going forward, Community Infrastructure Levy (CIL) funds can be used to deliver what the strategy is telling us.	
3.8	LO'B asked whether allotments can be sited in the Green Belt? PPearce said his understanding is yes but LF added that they would still have to go through the Green Belt test.	
3.9	Abbott's Wood is covenanted, so an outdoor gym should not be sited there. Also, pathways here need to be natural, not tarmac. This and Manor Road are very special areas for Keynsham. PPearce said this is the first stage of the consultation with outline suggestions. The aim is to work with stakeholders on the detail.	
3.10	KH said the first step would be to look at conservation areas as these are important to people's mental well-being.	
3.11	PPearce said the Area Action Plans are all on the Council's website. SD will send the link, details of the deadline and PPearce's contact details. Comments are to go back to him.	
3.12	PPaget asked about opportunities for Forest Schools. PPearce said sites like Abbott's Wood could be used for Forest School activities.	SD/ALL
3.13	AH said that if members consider that there is too much on the Agendas for Forum meetings to let SD know.	
3.14	AH said congratulations to Keynsham Wombles on their Chairman's Community Award. MD suggested that Keynsham Wombles be invited to a future meeting so that they can share good practice with other areas. Sara agreed to contact them.	ALL/SD

Break

Ordinary Meeting (7.15pm – 8.00pm)

		Action
4.	Notes of Previous Meeting (30th September and 24th November 2015)	
4.1	Notes were agreed as an accurate record.	
5.	Matters Arising	
5.1	MD asked for some information on what the Forum is and does, so that	

	Parishes can help to promote it. PPaget said that Compton Dando Parish Council is in touch with all their residents by e-mail. An invitation to residents and what is in it for them would be helpful. It was easier for them to do this if e-mails are addressed 'Dear All' instead of 'Dear Colleague'.	
5.2	LF said that the budget meeting in November had been helpful because it had a clear theme. Perhaps a Green Spaces Workshop would have been more participatory than a presentation.	
5.3	AH said he would like to see representatives of the right level from Sirona and Curo at meetings. AI said the CCG Forum meetings had been well attended.	
5.4	PM asked where the Forums are advertised as he had never seen any promotion. SD said that ads have been put in the press in the past. The dates are also on the Council's website (main Council meeting diary). However, we would look again at communications and publicity for the Forums. PM said there are various Facebook pages in local villages.	
5.5	MV said that those currently attending Forum meetings also have a role to play in going back to their communities and contacts to tell them that the meetings are useful.	ALL
5.6	AH said that MW could help promote among the Churches Together.	MW
6.	Policing and Community Safety Matters	
6.1	<p>SJ introduced herself as the lead for Equality Policy and the Council link for the Voluntary and Community Sector and Community Safety. She said the Council does not have a budget for Community Safety - the funding comes from the Police Crime Commissioner (PCC). The priorities for the B&NES area are currently:-</p> <ul style="list-style-type: none"> - Anti-social Behaviour (ASB) - Domestic Violence - Victims at the heart of the criminal justice system - National Agendas of Prevent (extremism); modern slavery; people trafficking; Isis; animal rights and far right/left extremists 	
6.2	MV said there are examples of modern slavery in B&NES, particularly in nail bars. SJ said 'action days' are held in conjunction with the Police and Public Protection Team. Those concerned may have been trafficked and promised a job and home. However, they receive very little money and the accommodation is usually unsuitable. Their passports are usually taken so they cannot escape. The situation can apply to car washes and some takeaways/food outlets as well. There may also be links to gang crime and drugs.	
6.3	In Keynsham, agencies are aware of 'hot spots' for ASB, especially since Christmas. Other issues include retail crime and street drinking/begging. The ASB of speeding in motor vehicles is also of concern to local residents.	
6.4	There is probable under-reporting of domestic violence but a new victim programme is in place (IDVA). This is a 'gold service' that not many Councils have. The bases are at Southside and the RUH.	

6.5	AI said that domestic violence is often hidden but that people in local communities can help. Community@67 is well placed to offer support and he would welcome any opportunities to link up. SJ said she would follow this up with AI after the meeting.	AI/SJ
6.6	SJ said hate crime is another issue but the Equality Act adds some protection for this. There are safe zones in Keynsham – these started in the US and were initially aimed at people with learning difficulties to provide them with a safe place to wait or seek help with contacting a carer/relative. There will be stickers in places such as shops that take part in the scheme. Cards are given to vulnerable people showing their name and address. The scheme is also starting to be used to help children who are being bullied. PPaget asked how many places in Keynsham participate. SJ said she believe there are around 15 at present.	
6.7	SJ said there is a Community Alcohol Partnership (CAP) in Midsomer Norton, set up to combat issues relating to excess alcohol consumption and the associated issues of ASB; littering etc. This is something that could potentially be rolled out in Keynsham as well if there is interest.	
6.8	SJ said lack of funding to support their work is an issue but there are opportunities to co-produce solutions to help address this.	
6.9	MV said meetings are held with the PCC, with the whole constabulary area represented, every two months at Portishead.	
6.10	MB asked whether the issues in B&NES are mirrored elsewhere. SJ said B&NES is a bit of an anomaly – it has a different demographic to other areas with low levels of migrant and Black and Other Minority Ethnic (BOME) populations. There is little street crime but there are examples of other types of crime. In terms of violent extremism, Bath in an attractive place for an ‘incident’.	
	SJ handed over to Kevin Thatcher, Chief Inspector for B&NES.	
6.11	KT said he appreciates that there has been some inconsistency in terms of leadership in Avon and Somerset but that Andy Marsh has now been appointed as the new Chief Constable, so there should be some improvement going forward.	
6.12	The Police budgets are not being cut but they are having to direct existing resources to emerging issues such as terrorism; cyber crime and child protection which equates to a saving of £16m - £20m.	
6.13	The Police are currently looking at a strategic alliance with Wiltshire – this could save £30m by pooling ‘back-room’ resources such as HR. They are doing their utmost to protect front-line services. The new Commander, Ian Smith, is keen to ensure the Police remain visible and accessible.	
6.14	In Keynsham, there has been ASB in the park recently. However, teams have responded to this quickly. They often get intelligence via social media. It is not possible to put a brigade in Keynsham but it is possible to access further resources when required.	
	Page 11	
6.15	MD clarified that the Police need to make efficiencies rather than savings.	

	KT said yes – they are looking to pool resources and specialist operations. Portishead will now service the whole of the South West.	
6.16	CG said there has been some frustration around activities in Keynsham's park and the park behind St John's Church. There are nightly gatherings and a suspicion of drug dealing. This has been reported but there is an impression that no action is being taken. KT said they have put officers in this area but nothing has been seen recently. It doesn't mean there is no activity when the Police are not present but the area is regularly patrolled. RB said he had witnessed such activity the previous week. KT said they will have another look at it. They also focus on the Park and if a call is received, he would expect the Police to attend.	
6.17	DH said it is important not to lose sight of priorities – internet crime is a priority and vulnerable, older people can easily be duped. KT said cyber crime is important as is child exploitation and slavery – these are big areas of risk and the highest risks always come first.	
6.18	KB asked whether 'phishing' e-mails should be sent to the Police. KT said potentially yes from an intelligence point of view.	
6.19	MB asked whether there are only uniformed officers in the park, or undercover. KT said there is a mix of both – drug dealing would usually involve plain clothes.	
6.20	A question was asked whether officers all have phones with cameras to record evidence and whether further investment in CCTV is needed. KT said yes and the mobile data Police can access will be improved. He added that CCTV it is not the answer to all the problems but can help in certain situations – in Bath is useful in monitoring crowds. What is helpful, is people phoning in and providing the Police with information.	
6.21	BS said to send 'phishing' e-mails to the Council's Trading Standards team. KT said there have been a number of cold callers in the Combe Down area of Bath and news of these spread quickly on social media – this is a good way of alerting the public to scams like this and the Police regularly use Twitter and Facebook.	
7.	Any Other Business	
7.1	There was none.	
8.	Dates of Next Meetings Thursday 7 th April, 6pm, The Cadbury Room, Somerdale Pavilion Thursday 30 th June, 6pm – Venue TBC Wednesday 28 th September (AGM), 6pm – Venue TBC Tuesday 22 nd November, 6pm (Budget Update) – Venue TBC	

Connecting Communities Area Forum

Action Plans 2015/16

The Connecting Communities Area Forums have been established across the whole of Bath and North East Somerset. There are five Forums area: Bath (the Bath City Forum), Bathavon, Chew Valley, Keynsham Area and Somer Valley. See appendices for more information about Connecting Communities.

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'.

A series of workshops were 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 developed into a series of action plans see below which also draw together previous discussions held by previous partnership arrangements.

As the Bath Forum is in its early stages, having met only twice, they has undertaken a wide range of work on agenda planning as well as progressed a number of key actions and these are summarised below.

The action plans have helped each Forum focus on what really matters most and update their progress.

Keynsham Area Action Plan

Improving communication was the highest priority raised at the July 2015 workshop for the Keynsham Area. Other priorities raised in both 2015 and 2013 are detailed in the action plan below.

Theme	Issue	Action	Lead / Involving	Update
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	Outstanding

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	Chair's Awards: increased nominations for 2016. There were 24 nominations for young people this year and 15 last year.
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	<p>Joint Spatial Plan Consultation launched in November 2015. All Forums have hosted a presentation on this. Initial consultation ran until 29th January 2016 and a joint response was submitted from all Forums. Two working groups involving selected Parish Councils and Ward Councillors were set up in February 2016 to look at the JSP in more detail with Planning Policy. They will run until May 2016. Planning Policy will give an update to all Forums in April 2016.</p> <p>The Draft Placemaking Plan Consultation ran from 16th December 2015 – 3rd February 2016.</p> <p>Parish Councils are given support with Neighbourhood Plans if they wish to develop these.</p> <p>The Green Spaces Strategy was presented to the February Forum meetings with a deadline for comment of 31st March 2016.</p> <p>Forums will be kept up to date on progress.</p>
Development and infrastructure	Ensure community assets are maintained and retained for future community use.	Explore the opportunities to register local community assets	B&NES Planning Policy All Parish Councils	Outstanding - Stronger team to obtain an update on registered assets of community value.

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	JSA claimants across B&NES total 615 which is 0.5% of the working age population. Community@67 is currently delivering an employment programme along with Clean Slate to support people in job preparation, confidence building, action planning etc. Forum to host a presentation and discussion on the programme.
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	Outstanding - Stronger Communities to follow up with Economic Development.
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	In Autumn 2015, the Council consulted on draft air quality action plans for Keynsham and Saltford . The results are currently being collated.
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	Outstanding - seek the Forum's view on this as an Agenda Item for a future meeting.
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	Outstanding - Stronger Communities to obtain an update from the Flood Resilience Team.

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	At the April 2016 Forum meeting, the Keynsham Wombles will be providing an update on their activities and sharing information on best practice. The possibility of including an update on Keynsham In Bloom at the same time will be explored.
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	All Forums have hosted two 'your care, your way' consultations. The full programme is available on their website . Phase three will run from Winter 2015 to Summer 2016. The Forums will receive an update during the Summer on progress. Forums have also been asked to put forward representatives to sit on the 'your health, your voice' meetings. These are held every two months for members of the public to provide feedback on the CCG's plans for improving local health services. The representative for Keynsham is Adrian Inker.
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	As above – this request has been incorporated in the feedback on the CCG's consultation.
Safer communities	Create a safe community by reducing the fear of crime and anti-social behaviour	<i>Address concerns around the increase in crime and anti-social behaviour (new action)</i> Support initiatives such as 'Neighbour Hoodies' to foster good citizenship.	Avon and Somerset Constabulary; B&NES; Town and Parish Councils and other agencies. Keynsham Town Council	A number of meetings involving various agencies were held during November and December 2015 to discuss the increase in crime and anti-social, particularly in Keynsham. Representatives from Keynsham now attend multi-agency meetings run by the Anti-Social Behaviour Team in order to report on-going issues. Other communities experiencing similar issues need to ensure this is escalated to this group and should report it to the Chair of the Forum. The Chair and Vice Chair of the Forum have also written to

				the local MP and the PCC to raise their concerns and have met with the new District Commander for Avon and Somerset, Ian Smith.
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.	<p>The Forums had a presentation from the new Chief Inspector, Kevin Thatcher, at their February meetings.</p> <p>Contact details for the Police and PCSOs to be made available to Parish Councils.</p> <p>The Stronger Communities team are currently creating the Forum boundaries on the police.uk website, so that crime statistics for these areas can be monitored.</p>
Stronger Communities Page 17	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.	<p>Carolyn Beecroft (Chelwood PC) and John Twist (Corston PC) including support from B&NES Strategy & Performance</p> <p>All Parish councils in Forum Area</p>	<p>John Twist (Corston Parish Council) provided an update on this topic at the September 2015 Forum meeting: As the level of support from B&NES is reducing, Parish Councils need to join together to share what resources they have. There could be a potential for volunteers to support initiatives like the Parish Rangers scheme, although many volunteers are currently involved in lots of community activities already. There are possibilities of carrying out activities such as painting fingerposts etc.</p> <p>Awaiting the outcome of the review of the Parish Sweeper scheme, which could create opportunities. The Council will be consulting with Parish Councils at a future Parish Liaison meeting.</p> <p>Discussions have taken place between B&NES and Compton Dando PC regarding refurbishing/re-painting finger-posts in the five villages. This is scheduled to take place in summer 2016.</p> <p>Further discussion needs to take place between B&NES and</p>

				PCs to explore shared resources and related, voluntary activity.
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	<p>All Parish Councils now receive weekly updates on streetworks, which includes works by utility companies as well as the Council. A demonstration of the 'Roadworks.org' website has been given to all Forums and members have been encouraged to promote the website to local residents. Feedback on this has been very positive.</p> <p>The Council's Highways team are also exploring how they might improve engagement with communities on programmed highway schemes – the Forums will be kept informed.</p>
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>Self-nominated Clerk representatives are: Jo Swift, Kirstie Green, Kathryn Manchee, Jane Griffiths, Tanya West and Clive Stilwell</p>	<p>A range of issues relating to Parish Councils were raised by Forums. A working group of Town and Parish Clerks has been established to discuss these in more detail.</p> <p>A questionnaire has been compiled and sent to all Parish Clerks, which includes reference to communications with residents. The results of the survey have been analysed and will be reported at Parish Liaison in May.</p> <p>Actions arising are being followed up. These include an offer of training and briefing sessions on a range of topics and advice to B&NES staff on understanding the role of/engaging with Town and Parish Councils.</p> <p>Clerks have also expressed interest in sharing best practice via Atrium (a web based collaboration tool) and this is currently being developed.</p>

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>	<p>The Stronger Team meets regularly with the Chairs and Vice Chairs of the respective Forums. They also bring them together with senior officers from the Council to discuss forward plans and key issues.</p> <p>The Forum meetings have now been structured in a way that enables members of the public to raise issues with public services in an informal session at the start of each meeting.</p> <p>Forum members' feedback regarding venues, frequency etc have been taken on board where possible.</p> <p>Forum members are regularly reminded to promote the meetings and consultations; encourage the participation of the public and feedback to any organisations they may represent.</p>
Transport provision Page 19	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>	<p>The Keynsham Transport Strategy was taken to the Council's Cabinet for approval on 8th July 2015. The Cabinet approved the Vision Document subject to an exhibition in Keynsham, which was held on 15th September, to allow local residents, commuters and visitors to discuss and understand the proposals.</p> <p>Any changes to the Keynsham Transport Strategy identified through the exhibition will be delegated to the Cabinet Member for Transport in conjunction with Council Officers.</p> <p>The final document will be circulated to Forum members as soon as it is available.</p>
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>	The Forum will be notified of the planned public consultation events for Chew and Somer Valley Transport Strategy.

Transport provision	Ensure sufficient transport provision is offered for medical appointments and to help reduce isolation and loneliness	<p>Actively promote community transport services and local bus services to local residents</p> <p>Promote the benefits of volunteering to support community transport services</p>	<p>All Forum members</p> <p>Community Transport schemes</p>	B&NES hosts a community transport liaison group which has been looking at ways to raise awareness of their services and increase volunteering. A promotional video about the benefits of community transport is being explored.
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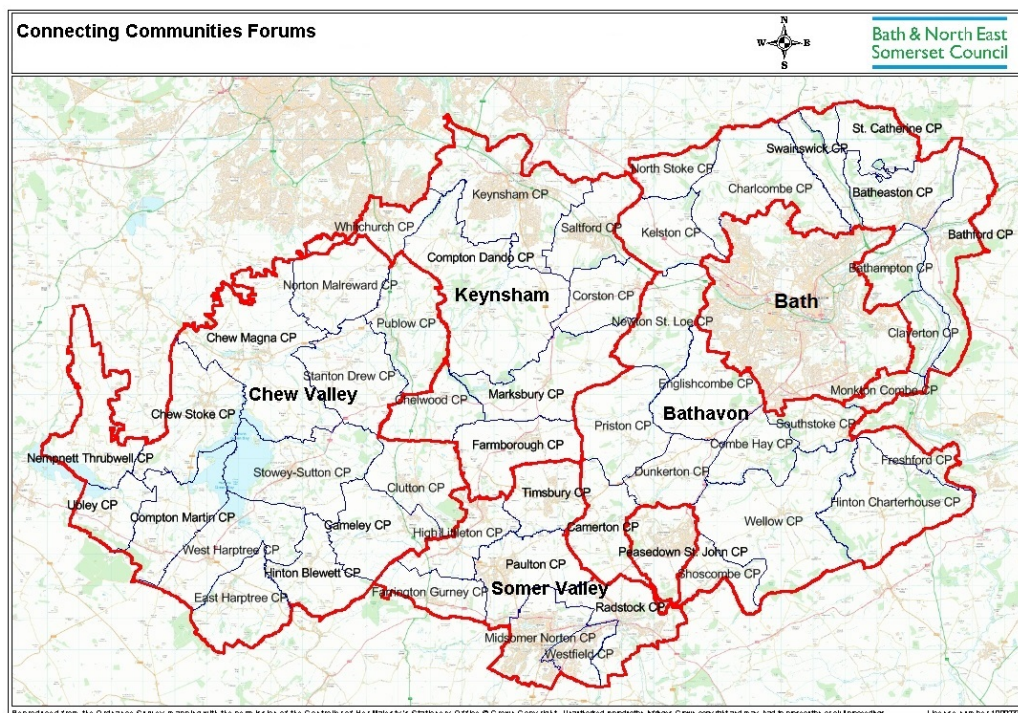
Appendix 1

About Connecting Communities

The 'Connecting Communities' programme is designed to help public service providers understand the needs of the diverse 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 Town and Parish Councils and key stakeholders to input into statutory consultations. However they do provide a mechanism for discussion, influence and prioritising what matters most and are open to the public to attend.

Appendix 2

Area Profiles

A series of area profiles have been developed for each of the five Forums. These bring 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. 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. It 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 4 electoral wards and 14 parishes and has a resident population of 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 – The Keynsham Area consists of 7 electoral wards; 1 town and 7 parishes and has a resident population of 24,692. It lies to the north of Bath and North East Somerset and has strong links to both Bristol and Bath. 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 but 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 8 electoral wards; 2 towns and 6 parishes and has a resident population of 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>

Appendix 3

Action Planning Workshops – July 2015

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.

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