

**PARISHES LIAISON MEETING**

**Minutes of the Meeting held**

Wednesday, 11th May, 2016, 6.30 pm

**Councillors:** Councillor Ian Gilchrist (Chairman), Councillor Tim Warren, Councillor Charles Gerrish, Councillor Patrick Anketell-Jones, Councillor Michael Evans, Councillor Vic Pritchard and Councillor Anthony Clarke

**Parish Representatives:** Bathampton PC, Bathford PC, Chew Magna PC, Chew Stoke PC Clutton PC, Compton Dando PC Compton Martin PC, Corston PC, Dunkerton and Tunley PC, Englishcombe PC, Farrington Gurney PC, Freshford PC High Littleton PC, Keynsham TC, Monkton Combe PC, Peasedown PC, Priston PC, Publow and Pensford PC, Radstock TC, Saltford PC, Shoscombe PC, Stanton Drew PC, Timsbury PC, Ubley PC, West Harptree PC, Whitchurch PC

**Also in attendance:** Andrew Pate (Strategic Director, Resources), David Trethewey (Divisional Director , Strategy & Performance), Martin Shields (Divisional Director - Environmental Services), Kelvin Packer (Group Manager: Highways and Traffic), Andy Thomas (Strategic Manager - Communities), Sara Dixon (Community Projects Officer) and Mark Reynolds (Group Manager Development), Bob Simons (Chair, ALCA), Judith Chubb-Whittle (ALCA), Rosemary Naish (ALCA)

**34 WELCOME AND INTRODUCTIONS**

The Chairman welcomed everyone to the meeting.

**35 EMERGENCY EVACUATION PROCEDURE**

The Chair drew attention to the emergency evacuation procedure.

**36 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Liz Richardson, Cllr Alan Hale, Dr Jo Farrar, Jean Fossaceco, Clerk to Shoscombe PC, Tony Heaford (Chair B&NES ALCA), Martin Robinson (Chairman, Dunkerton and Tunley PC), Les Wild and Marion Wild of Paulton Parish Council, and Batheaston PC.

**37 URGENT BUSINESS AS AGREED BY THE CHAIR**

The Chair thanked those who had attended his event for Councillors the previous month. He noted that requests had been made that this event should be annual, this, however, would be something for the next Chair of Council to decide.

**38 MINUTES OF PREVIOUS MEETING**

The minutes of the meeting of the 24<sup>th</sup> May 2016 were approved as a correct record, subject to the addition of Councillor Vic Pritchard to the attendance list, and signed by the Chair.

## 39 LEADER'S REPORT

### 39.1 Devolution update

Councillor Warren, David Trethewey and Andrew Pate gave a joint presentation on the West of England devolution proposals. A copy of the PowerPoint slides used in the presentation is attached as Appendix 1.

Councillor Warren said that he thought that a detailed presentation on the proposals would be helpful in clearing away misconceptions that had arisen.

David Trethewey said that in essence the proposals were about the transfer of powers from central government to local areas. Eight areas of the country have agreed devolution deals with the government. There were different issues and priorities in each of these eight areas and each area had to consider how to get the best deal for itself. The Councils in the West of England had been working successfully together for a number of years. What was proposed was not the merger of the Councils; it was about working together on the issues specified in the deal. The West of England is a net contributor to the national economy, Manchester is not. Challenges in the West of England include static productivity, skills shortages, housing, areas of deprivation, traffic congestion and an infrastructure deficit. The deal for the West of England included new money, unlike the deal for Cornwall. The deal proposes an elected Mayor for the region.

Councillor Warren underlined that the West of England deal was the best in the country in terms of funding per capita. There were aspects of the deal that he was not happy with, but he thought it was a good deal that would bring significant benefits to the region.

Andrew Pate said that the deal would mean an extra £900m over 30 years. This would in fact probably be spent over 10-15 years. There could be additional money if the West of England showed that it had done a decent job with the devolved powers and money. There was a City Deal for the West of England already in place, which had produced £500m of economic development in the region. The City Deal allowed the West of England to retain 100% of the growth in business rate revenue. Changes were proposed to local government finance that would allow all local authorities to retain 100% of business rate growth from 2020, giving rise to a risk that the City Deal could be undermined. Only the devolution deal could give full protection against this risk. There were also proposals to devolve existing funding, such as the Local Growth Fund, which could raise the value of devolution deal to over £1bn. The West of England would also get a seat at the table in the negotiations about the proposals to reform local government funding. The deal involves a 50/50 split between capital and revenue. The revenue would enable more flexibility and the ability to finance borrowing without having to increase Council Tax.

David Trethewey spoke about the powers and responsibilities that would be delegated to the West of England (slides 10-13).

Councillor Warren drew attention to the constraints on the power of the regional Mayor. The Mayor's budget would be rejected if two thirds of the constituent Councils voted against it. The Joint Spatial Plan had to be approved unanimously.

He said that no powers would be taken from the Councils and new powers would be devolved to the joint authority, which would be set up by the Councils.

David Trethewey summarised the future timetable for the proposals. B&NES Council would debate and vote on the deal in June this year, followed by a public consultation on the governance arrangements for the combined authority. The summary consultation would be submitted to the Secretary of State in August. A draft order creating the combined authority would be laid before Parliament in October. The shadow combined authority would be up and running by February 2017 and the regional Mayoral election would take place in May 2017.

Rosemary Naish (Chair, Clutton PC and ALCA representative) asked how the Metro Mayor and his office would be funded. Andrew Pate explained that there is already a West of England Partnership office with about 30 strategic-level staff, which also supports the Local Enterprise Partnership. (For details see <http://www.westofengland.org/> and <http://www.westofenglandlep.co.uk/>). This office was funded by voluntary contributions from the four authorities and by direct government grant. The skills budget was directly funded by government. He thought that the scale of the administration would not be radically changed by the devolution proposal. It is likely that the main addition would be the cost of the regional Mayor him or herself, and perhaps be one or two other related things. There would be a need for better legal and technical underpinning of the funding for the Mayor's office. B&NES currently runs the West of England office on behalf of the four Councils. Greater clarity about its legal structure and funding would be welcome.

Bruce Shearn (Radstock TC) said he that he was concerned about the possibility of one council dominating the combined authority. He noted that the spatial plan provided for 80,000 houses in the former Avon area and asked what was to stop a lot of them being located in B&NES. Councillor Warren replied that the Joint Spatial Plan had to have unanimous agreement from all the Councils. He was aware that the new Bristol Mayor wants to build more homes in Bristol. David Trethewey pointed out that the process for the new Joint Spatial Plan had begun before the devolution arrangements were in place. Councillor Warren said that the four Councils would continue to do their day-to-day work; he saw the combined authority as an enabling layer above them. There were projects in other Council areas that could be funded by the combined authority, such as the South Bristol Link Road, that would benefit the whole region.

Chris Warren (Chair, Saltford PC) said that the proposal for an elected Mayor for Bath and North East Somerset had been overwhelmingly rejected in the recent referendum, but there was to be no referendum on the Metro Mayor. There was concern that the combined authority was another layer of bureaucracy. The area around Keynsham and Saltford is a magnet for development and he hoped that it would not become joined to Bristol in twenty years' time. Councillor Warren noted that a Mayor for B&NES had been rejected by 80% of voters in the referendum. However, he saw the devolution deal as a means of enabling investment in infrastructure. He had spoken recently to Sir Peter Hendy, who had said that if a deal were made the area would be much better placed to access transport funding. He had asked the government to drop the requirement for a Mayor and would continue to do so, but he was sure that the benefits of the deal outweighed this requirement.

Mike Hedges (Farrington Gurney PC) said that everything in the regional strategy was linked to everything else. More houses meant that there had to be more infrastructure and more schools. Improved productivity required more people to possess appropriate skills. This was going to take a lot of co-ordination between the four councils. Councillor Warren said he thought that infrastructure was the basis of everything else. Andrew Pate said that the councils were co-ordinating already and that devolution would provide the resources to be able to do it well.

Bob Simons (Chair of ALCA) asked how the Metro Mayor would successfully allocate funding if he was perpetually challenged by the councils. Andrew Pate reminded the meeting that Joint Spatial Plan required unanimity among the councils, but the budget had to be approved by two thirds of them. He hoped that situation never arose where the final budget was rejected. There was a track record of collaborative working in the West of England. The government would expect the combined authority to have a framework within which decision making was well managed and transparent.

Bob Simons asked whether Town and Parish Councils would be able to negotiate devolution deals with B&NES. Andrew Pate replied that the Treasury had been excited about devolving powers and funding to certain regions because it saw the potential for supporting the economy. Devolution was limited to certain things such as infrastructure. The outlook for Council funding in general was not at all rosy; money for day-to-day services was getting tighter all the time. If, as the economy grew, the Council had money to devolve to the parishes, it would be delighted to do so. Bob Simons said that if the Council did not speak to the parishes, it would never know how the parishes could help them. He suggested a forum should be established to facilitate this. Councillor Warren pointed out that there were already area forums. He said that there would be a designated member to whom the parishes could speak.

Judith Chubb-Whittle wondered how the outcome of the EU referendum might impact on the devolution proposals. Andrew Pate said that he did not think there was a direct link. More generally what happened in Europe would impact on the economy.

Chris Gittins (Clerk, Timsbury PC) asked whether devolution would lead to the franchising of buses. David Trethewey replied that devolution was about acquiring new powers, rather than a list of commitments to do specific things. Franchising of buses was something that the new combined authority could decide to do. Councillor Warren said that there plans for rural bus services in the Neighbourhood Plans. These were at a very early stage, but the process had started.

#### 39.2 Any other updates from the Leader

There were none.

#### 40 **DEMONSTRATION OF "ATRIUM" ONLINE SYSTEM**

Andy Thomas and Sara Dixon gave a presentation on Atrium, an on-line web collaboration tool. A copy of their PowerPoint slides is attached as Appendix 2.

Andy Thomas said that the Atrium system was designed to facilitate collaboration between the Council and the parishes and was built on the Council's existing website, with no charge to parishes for its use.

Andy said that he would welcome contact from parish representatives who wanted more information about Atrium and that Sara would be happy to visit parishes to talk about it.

## **41 TRANSPORT AND ENVIRONMENT UPDATE**

Martin Shields, Divisional Director – Environmental Services gave a presentation on Environmental Services. A copy of his PowerPoint slides is attached as Appendix 3.

Martin said that he had joined the Council in November 2015. He had previously worked for a city Council that had only one parish, so the parish forum was attended by only three people. He was pleased to see so many parish representatives at tonight's meeting and would be happy to meet anyone who wished to speak to him after the meeting. If there were particular functions in Environmental Services about which representatives wanted more detail, he would be happy to present on them at a future meeting.

Martin's presentation included an update on the Parish Sweeper Scheme and information about the control of fly tipping.

### **41.1 Feedback from Highways consultations**

Kelvin Packer, Group Manager Highways and Traffic, gave a presentation.

He said there were two kinds of consultation. There were formal, statutory consultations, as for example on Traffic Regulation Orders. For these the Council had to follow the prescribed timetable and process and could not vary it to allow the consultation to be synchronised with parish meetings, for example. There were also informal consultations, and most highway issues which involved the parishes fell into this category.

Parishes sometimes approached the Council with requests for highway schemes. In the past they would often be told that their request could not be implemented at the present time and that it had been added to the task register. He thought this was unhelpful for the parishes and for Council officers. In the future he thought it was better to take a more robust line and be upfront about whether a scheme was realistic or not, and what the timescale would be.

Highways schemes went through various stages, such as feasibility, preliminary design and detailed design. Even at construction stage issues could arise that required plans to be changed. It was therefore a challenge for the Council to keep local residents fully informed. He was seeking more effective means of communication; perhaps the Atrium system could be one of the information

channels. He asked the meeting to note that the consultation element is part of the overall cost of a scheme. Leafleting every resident affected by a scheme costs money. Money spent on communications is money that is not available to spend on actual construction works.

In an effort to improve efficiency a Deputy Group Manager for Highways had been appointed, whose task it is to oversee the implementation of the capital programme. He is introducing a new governance system, and key gateways are now being operated on schemes. In future no work should be started until all the relevant stages have been checked. In the past it had sometimes come to light at a late stage that somebody had not been consulted who should have been, or that feedback received had not been acted on. Hopefully gateway reviews would prevent that happening in future. Areas where more information could be provided electronically had been identified, including street works reports and future programmes of work. He was aiming to provide more information in a more transparent way to enable parishes to find it more easily.

Consultation sometimes uncovers issues that lengthen the planned timescale for a scheme. Highways is therefore moving towards a two-year delivery cycle for schemes, in which the initial consultations and design work are done in one financial year and construction takes place in the following financial year. This will enable much clearer information about the timescale of the construction phase to be given to parishes. This is unlikely to delay schemes, as most already have a two-year delivery frame.

#### 41.2 A37 Route Review

Kelvin Packer gave a presentation. A copy of his PowerPoint slides is attached as Appendix 4.

##### New approach to highways schemes

Kelvin said this was a piece of work developed by Stefan Chiffers (Senior Engineer - Traffic Management). Highways had decided to move away from the traditional approach, which was to tackle individual problems at individual locations without considering the bigger picture. A whole route corridor approach had replaced the previous single-location focus, in the hope that individual schemes could contribute to the improvement of the whole route.

##### Accidents on the A37

Concerns had been raised by ward and parish councillors and residents along the A37 corridor following a series of fatal accidents. A great deal of help and support had been received from specialist officers in the Police. The route had a whole range of challenges, including varying speed limits and different types of junctions.

##### Analysis of accident data

Evidence was sought to inform decisions making.

There had been 90 accidents over the 5 years, an average of 18 per year. Of these 18% were KSI (= killed and serious injury) accidents. Analysis of the data had not

revealed an obvious trend. The Police send data to Highways on all road traffic collisions. From this data bar charts were produced and the data was plotted on a map to see whether there were clusters of accidents at particular locations, or whether they were spread over a wider area. As a result 12 cluster sites on the A37 were identified, which are listed on slide 8. Highways can provide further information about these locations if parishes wish to request it.

Cost data from the NHS are used to calculate the cost to society of accidents. This enables work at specific locations to be prioritised on the basis of the cost to society of accidents at those locations. It had been calculated that spending of £138,750 on A37 improvement works could result in a saving of £614,795 in cost to society.

### Implementation

An effort was being made to minimise inconvenience, by carrying out different types of work at the same time.

Improvement measures that will be implemented on the A37 are detailed on slides 11 and 12. They include:

- reductions in speed limits
- improvements to signage
- improvements to the road surface and road markings
- pruning of vegetation
- restoration of 2 safety cameras to working order

Work will commence in the current financial year. The first pilot scheme will be at Pensford. There will be consultation on the details of specific works. This new approach to highways improvements will be rolled out across other routes. Highways will develop a number of 'shelf ready' schemes to take advantage of funding that only becomes available at short notice and for a limited period.

### Questions from the meeting

Councillor Brian Simmons asked whether Highways took into consideration the data produced by the Association of British Insurers. Kelvin replied that ABI data was not used, nor were statements from residents about the frequency of accidents. It was important to ensure the consistency and comparability of the data used. However, anecdotal evidence about accidents from individuals and parishes was taken into consideration.

Ashton Broad (Chairman, Whitchurch PC) suggested that the most significant long-term issue was the sheer volume of traffic. There were huge queues this morning on the A37, which had become increasingly used as a general trunk route over the past five years. Councillor Tony Clarke replied that this highlighted the need to work with the neighbouring councils on major infrastructure issues. Probably the best thing that could be done to relieve pressure on Whitchurch was to open junction 18a on the M4, which would link up with Emersons Green and the South Bristol Link Road, when that was completed. In addition over the next 20 years there would be additional opportunities to solve problems on the A37, because Dorset wanted to

develop Weymouth as a major port. He was already in discussion with Bristol City Council about how these things could be taken forward.

Des Wighton (Monkton Combe PC) noted that for some routes, like the A36, the main responsibility was with Highways England. Councillor Clarke replied that he spoke to Highways England fairly frequently. It was possible that the A36/46 would be detrunked and the A350 trunked. He was speaking to Highways England, Wiltshire and Dorset about this.

A parish representative said that a major issue was inconsiderate driving. Kelvin responded that it was not within his power to control the behaviour of individual drivers, but he was working with the Police on enforcement. Now that the emphasis was on improving the whole route rather than just individual locations, it was to be hoped that there would be a change in driver behaviour along the whole route.

## 42 PLANNING UPDATE

Mark Reynolds, Group Manager – Development Management gave a demonstration of the Planning Portal web site <https://www.planningportal.co.uk/>.

As an example of the information available on the site he focussed on Permitted Development Rights [https://www.planningportal.co.uk/info/200187/your\\_responsibilities/37/planning\\_permission/2](https://www.planningportal.co.uk/info/200187/your_responsibilities/37/planning_permission/2). He demonstrated the interactive tool available on the site at [https://www.planningportal.co.uk/info/200125/do\\_you\\_need\\_permission/90/interactive\\_house](https://www.planningportal.co.uk/info/200125/do_you_need_permission/90/interactive_house)

He drew attention to the information available about changes of use [https://www.planningportal.co.uk/info/200130/common\\_projects/9/change\\_of\\_use](https://www.planningportal.co.uk/info/200130/common_projects/9/change_of_use) and Lawful Development Certificates [https://www.planningportal.co.uk/info/200187/your\\_responsibilities/37/planning\\_permission/3](https://www.planningportal.co.uk/info/200187/your_responsibilities/37/planning_permission/3)

Bob Simons (Chairman of ALCA) suggested that the replies given by the Council in relation to chapter 5 of the Government's Technical Consultation on Implementation of Planning Changes did not suggest a very high regard for Neighbourhood Plans. He asked whether there was anything the Council could do to ensure that Neighbourhood Plans had a role in planning applications. Mark replied that Neighbourhood Plans were hugely important. They form part of the Development Plan against which planning applications were considered. The Technical Consultation did not change that. The Technical Consultation looked at measures to speed up the delivery of Neighbourhood Plans. Nationally there were not yet many Neighbourhood Plans, but there were quite a few in B&NES.

### 42.1 Notice for Parish Clerks from Planning Team when there are problems with the website

The information in the briefing document was noted.

42.2 Permitted Development Rights and Certificates of Lawful Use

The information in the briefing document was noted.

42.3 Housing and Planning Bill: B&NES response to consultation on Technical Implementation of Planning Changes

The response was noted.

42.4 "Download all" option - update

The information in the briefing document was noted.

**43 PARISH CLERKS WORKING GROUP**

The briefing document was noted.

**44 PARISH CHARTER CONSULTATION - VERBAL UPDATE**

Andy Thomas updated the meeting on the process for this review, highlighting the report which had been made to the CTE PDS Panel on 9<sup>th</sup> May and the process of engagement which the B&NES branch of ALCA were currently undertaking with members on the issue

The update was noted.

**45 CONNECTING COMMUNITIES MEETINGS - FOR INFORMATION**

The dates were noted.

**46 DATES OF FUTURE MEETINGS**

*Dates of future meetings:*

- 12 October 2016
- 15 February 2017

*Potential future Agenda Item: Survey of War Memorials.*

The meeting ended at 8.41 pm

Chair(person) .....

Date Confirmed and Signed .....

**Prepared by Democratic Services**

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# Bath & North East Somerset

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West of England Devolution Deal  
Parish Liaison  
11 May 2016

Page 11



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# The national picture

Devolution is:

*“The transfer of powers and funding by central government to local government”*

- Devolution is current Government policy
- 8 Deals so far (*Cornwall, Greater Manchester, Liverpool City Region, North East, Sheffield City Region, Tees Valley, West Midlands, West Yorkshire*)
- The budget announced deals with the West of England, Greater Lincolnshire and Greater Anglia
- Other areas are in discussion with Government on a Deal for their region



# Work to date in WoE

- A history of joint working between the WoE Unitary Authorities
- **2012** - City Deal was agreed
- **2014** - Strategic Leaders Board (SLB) was formed following the Local Growth Deal
- **June 2015** - Proposals for devolution to the West of England were beginning to emerge
- **July 2015** - SLB agreed to a governance review
- **Sept 2015** - Outline devolution asks submitted to Government
- **March 2016** - The Chancellor announced devolution deal for the WoE



# Regional challenges

The WoE is the only region (outside of London) that has above average productivity and growth. However, more recently:

- Productivity has stalled
- Skills shortages are on the rise
- Issues with housing availability and affordability
- Areas of deprivation with skills attainment issues
- Traffic congestion
- High population growth and evidence of an ‘infrastructure deficit’



# An overview of the deal

*'A prosperous economy with a rising quality of life for all'*

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- Devolution of **powers and money to the region** from central government
- An opportunity to **invest in new infrastructure, create new local jobs** and increase the **standard of living**
- WoE constituent councils remain in place and retain their existing powers – powers can only be transferred up should the councils decide to do so



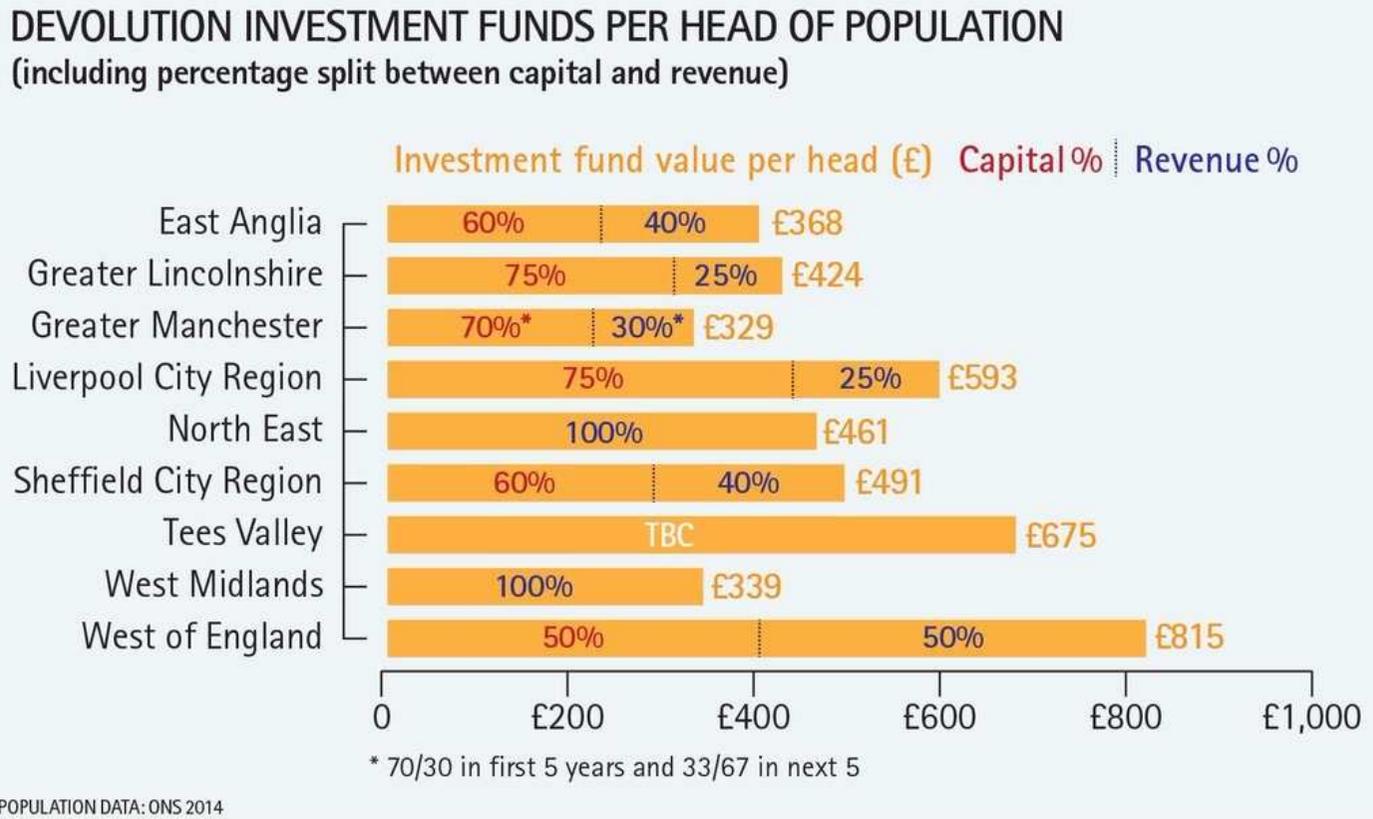
# Money – the deal would include:

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- **£900m in new money** made available to the Combined Authority and Directly Elected Mayor over 30 years at £30m per annum.
- **Protection of City Deal Economic Development Fund** –*including existing baseline*
- A single pot for **transport and growth fund** allowing for longer term planning
- Responsibility for the **19+ Adult Education Budget**, which will be devolved from academic year 2018/19.
- Direct negotiations on **business rate retention** and other funding such as Broadband and other flexibilities.
- Unlocks the door to further negotiations



# Money – comparing with other deals:



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# Using new money – Bath Quays

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## Bath City Riverside North & South Quay

SITES:

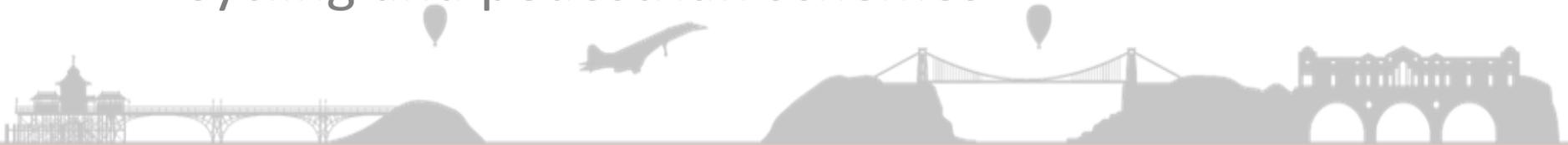
 North & South Quay



# How could we use new money

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- South Bristol Link Road
- Eastern Link Road
- Broadband
- Flood defence scheme
- Rail schemes
- Cycling and pedestrian schemes



# New skills powers

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- **Adult Education Budget** by 2018, so that skills training locally tailored.
- Joint design of a new and locally relevant **Work and Health Programme**.
- Control of **Apprenticeship Grant for Employers** to meet local business need.
- Local influence over **careers advice** to ensure young people and long-term unemployed are able to make well informed choices.
- Flexibility to develop innovative and locally relevant **pilot programme for long-term unemployed**.

*(no existing powers will be taken from the WoE constituent councils)*

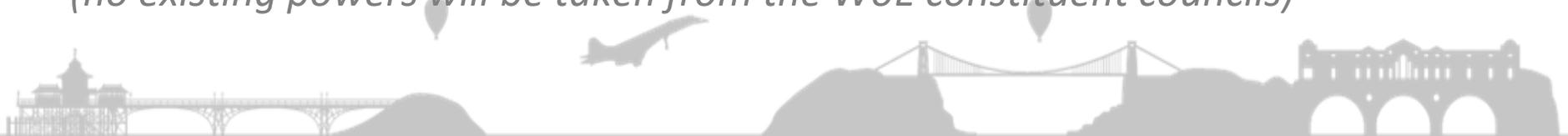


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# New transport powers

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- More influence through a **Joint Transport Strategy**
- **Devolved and consolidated** local transport budget (*removing DFT bidding processes*)
- Responsibility for a **Key Route Network** of local roads.
- Ability to introduce **smart and integrated ticketing**, subject to local consultation
- Better integration with **Highways England and Network Rail**
- Moving from an Band 1 to Band 3; unlocking access to future funding  
*(no existing powers will be taken from the WoE constituent councils)*



# New housing/planning powers

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- The **spatial framework**: will need to be approved by **unanimous vote** of the members appointed by constituent councils of the CA.
- **Strategic planning powers**, so that the right housing is built in the right places.
- **'Call-in' powers** for planning applications, to speed up the process of planning appeals and protect agreed Local Plans.
- **Unblocking stalled developments** with planning approval, including swifter compulsory purchase powers.
- **Development Corporations** for strategic sites to overcome a range of potential barriers to speedy development and delivery of homes and jobs.

*(No existing powers will be taken from the WoE constituent councils)*



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# New business support powers:

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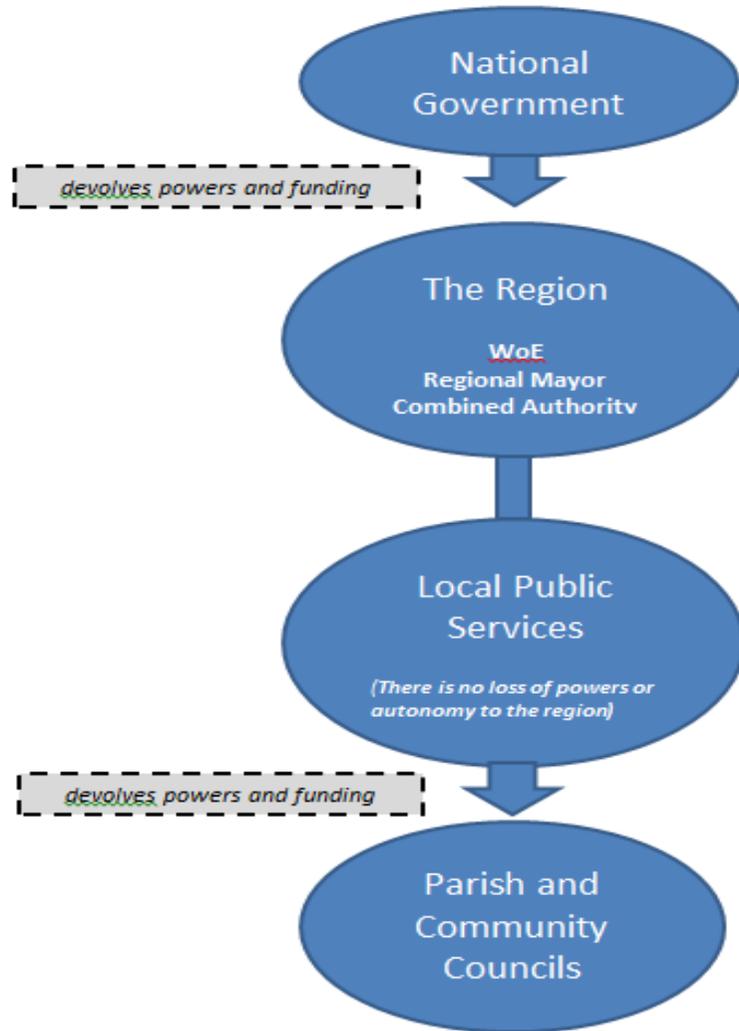
- Closer cooperation on integrated and locally relevant **inward investment and trade services**.
- Support for developing the **West of England Growth Hub**, to help growing businesses expand or set up.
- Increased support for the **Bristol & Bath Science Park** and the **J21 Food Enterprise Zone**, supporting innovation in key growth sectors.
- More local control over the **use of EU funds**. (*reducing bureaucracy*)
- Support the roll out of super fast **broadband**, particularly in rural areas

*(no existing powers will be taken from the WoE constituent councils)*



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## West of England model of governance



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# Constraints on the Mayor

- Mayor receives powers from Central Government, not the constituent councils of the combined authority.
- The combined authority may reject the West of England Mayor's plans if two-thirds of the constituent councils agree to do so (*including the Mayor's spending plans*)
- The spatial framework: will need to be approved by unanimous vote of the members appointed by constituent councils of the CA.
- The West of England Mayor will be **scrutinised and held to account** by the West of England Overview and Scrutiny and Audit committee.



# The Combined Authority (CA)

- The CA is a legal structure that will be set up by the constituent councils / the membership of the WoE devolution deal
- It will take on the powers set out in the WoE deal (*no existing powers will be taken from the WoE councils*)
- Membership: each constituent council will appoint one elected councillor (usually the Leader) to be a member. The Elected Mayor is also a member and will Chair the CA.
- The Combined Authority may reject the West of England Mayor's plans if two-thirds of the constituent councils agree to do so (*including the West of England Mayor's spending plans*)
- The Combined Authority will be held to account by the WoE Overview and Scrutiny Committees



# Devolution programme key milestones and activities



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# Demonstration of “Atrium” online system

Parish Liaison meeting - 11<sup>th</sup> May 2016

## About Atrium

- On-line web collaboration tool
- Its very flexible – a free resource
- Two way interactive tool, a place for:-
  - sharing information;
  - holding discussions and conversations and;
  - collaborating on tasks.

The screenshot shows the homepage of the Bath & North East Somerset Council. The header includes the council's name and navigation menus for 'ADMIN', 'Connecting Communities', and 'Town and Parish Councils'. Below the header, there are links to various documents like '14 January 2016 Minutes (DRAFT)'. The main content area features a large blue banner with the text 'LIVE ROAD WORKS AND TRAFFIC DISRUPTIONS' and a background image of a road with traffic lights and a van. On the left side, there is a 'Recent Activity' section listing updates from Sara Dixon. On the right side, there is a navigation menu with links for 'Charter', 'Websites', and 'Findings'. A Twitter overlay is positioned in the center-right, displaying a list of tweets from @ASPolice, @AvonFireRescue, and @VCBath. The tweets discuss a Major Crime Review Team, a part-time firefighter recruitment event, and a message about volunteering.

Bath & North East Somerset Council

ADMIN Home Connecting Communities Town and Parish Councils Useful Contacts / Websites

14 January 2016 Agenda 14 January 2016 Minutes (DRAFT) 22 October 2015 Minutes 22 October 2015 Agenda

Section Page *Useful Contacts / Websites* has been updated.

## Useful Contacts / Websites

**Useful Contacts**

*Avon and Somerset Police Constabulary* - find your [Neighbourhood / Beat Manager](#)

*Bath & North East Somerset Council*

- [Highway Drainage](#) - any problems report via [website](#) or telephone 01225 394041.
- [Streetworks](#) - email: [street\\_works@bathnes.gov.uk](mailto:street_works@bathnes.gov.uk), tel: 01225 394341.
- [Highway licences and permits](#) (road closures, banners across highway, drop kerbs, scaffolding etc) - email: [council\\_connect@bathnes.gov.uk](mailto:council_connect@bathnes.gov.uk), tel: 01225 394041.
- [Parking Services](#) - email: [parking@bathnes.gov.uk](mailto:parking@bathnes.gov.uk), tel: 01225 477133 or 01225 477134
- [General planning enquiries](#) - email: [planning\\_services@bathnes.gov.uk](mailto:planning_services@bathnes.gov.uk)

*Sirona Care and Health* - Tel: 01225 831400, Email: [customercare@sirona-cic.org.uk](mailto:customercare@sirona-cic.org.uk)

*Avon Fire and Rescue* - Headquarters tel: 0117 926 2061

**Websites**

[ALCA](#) - Avon Local Community Association - a member organisation run by and for local councils and parish meetings within the Unitary Authority areas of Bath & North East Somerset, North Somerset and South Gloucestershire.

[Avon Fire and Rescue](#)

[Avon and Somerset Constabulary](#)

### Most Active Discussions

- 1 Do you have any views on mental health services provided for children and adolescents?
- 2 Signage for the Library and One Stop from Temple Street
- 3 Future Training and Briefings
- 4 What are the issues you want to discuss?
- 5 What are the topics that you would like to discuss about the City of Bath?

Connecting Communities

# Holding discussions and conversations

The screenshot displays the Bath & North East Somerset Council website interface. At the top left, the council's name is visible. A navigation bar includes 'ADMIN', a home icon, and 'Connecting Communities'. The main content area shows a sidebar on the left with a 'Section Page Training and Briefings' link. The main content area features two discussion posts. The first post, titled 'GIVE US YOUR FEEDBACK', was submitted 1 min 8 sec ago by Sara Dixon and asks for feedback on courses and briefings. The second post, titled 'FUTURE TRAINING AND BRIEFINGS', was submitted 4 hours 49 min ago by Sara Dixon and asks what training and briefings would be liked in the future. Both posts have a 'Join the Discussion' button. Below the posts, there are numbered sections: '4 What are the issues you want to discuss?' and '5 What are the topics that you would like to discuss about the City of Bath?'. A footer section titled 'Connecting Communities' is also visible.

# Collaborating on Tasks

The screenshot displays a web interface for task management on the Bath & North East Somerset Council website. The main content area features a task titled "Report back from PDS Panel" with a description: "Report to PDS Panel on 9th May 2016." and a link to a document: "https://democracy.bathnes.gov.uk/documents/s41500/Parish%20Charter.pdf". Social media sharing options for Twitter, Facebook, and LinkedIn are visible. A "Task information" sidebar on the right lists: Section: Review of Parish Charter, Assigned to: Andy Thomas, Status: Open, Priority: Normal, Type: Task, and Submitted by: Sara Dixon on May 9, 2016 - 11:16am.

Below the task details is a form titled "Update task and add new comment". This form includes a "Task information" section with dropdown menus for "Section" (Review of Parish Charter), "Assigned to" (Andy Thomas), "Status" (Open), "Priority" (Normal), and "Type" (Task). Below this is an "Add comment" section with a rich text editor toolbar containing icons for bold, italic, strikethrough, bulleted list, numbered list, quote, link, unlink, image, and video. A "WYSIWYG" dropdown menu is located to the right of the toolbar.

On the left side of the interface, a sidebar lists tasks associated with the review, including "Report back from PDS Panel" and "Collate initial views from Parishes".

## Next steps

- Currently undergoing user testing
- Offer training – one to one and group
- On-line during Summer 2016

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# ENVIRONMENTAL SERVICES

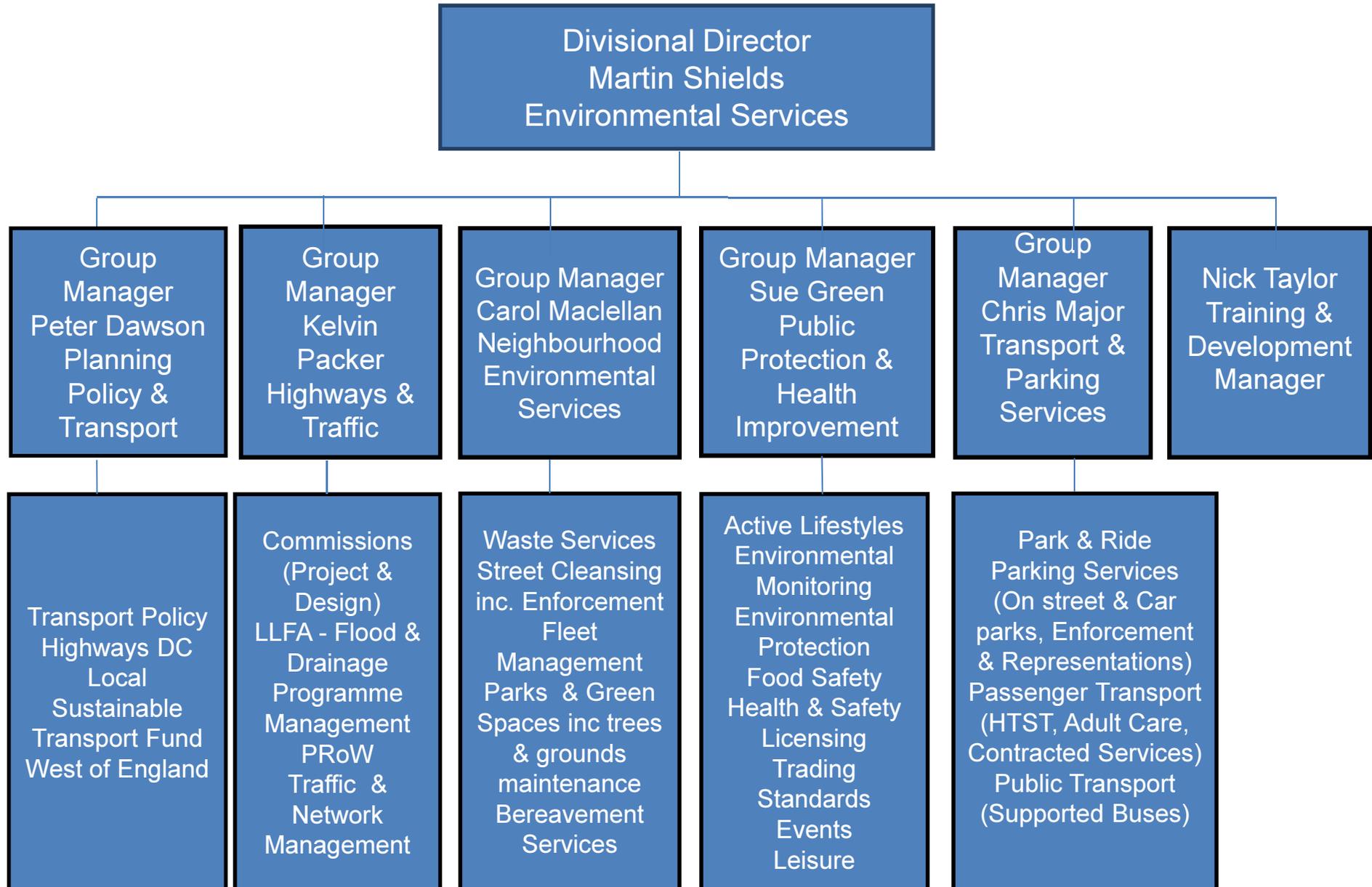
Martin Shields – Divisional Director

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# Environmental Services structure chart



# Savings for 2016/17

## Savings Target

£3.895m

## Savings Achieved

<b>Green</b>	(Banked)	£2.512m
<b>Amber</b>	(Not Banked)	£1.192m

## Savings Shortfall

£191k

# Parish Sweeper Scheme

# Background

- In operation since April 2003.
- 18 participating Parishes.
- Currently resourced to ensure that B&NES Council meets its statutory obligations (Environmental Protection Act 1990) through devolvement to the Parish Councils.
- Parish Councils administer cleansing services within their areas, giving flexibility to employ staff themselves and to determine locally how the service is provided.

# Current Service

The current agreement is based on Parishes undertaking all cleansing activities, such as those outlined in the table below:

The Parishes	B&NES Council
Litter picking	Mechanical sweeping
Removal of weeds	Disposal of waste from litter bins
Sweeping of pavements & pedestrian areas	Graffiti removal
Removal of leaf & blossom fall	Weed spraying

# Aim

The aim of the review was:

- To identify any improvements that could be made.
- To identify areas of duplication/confusion.
- Ensure that the Council's statutory obligations were being met.
- Ensure that the scheme offers value for money.

Views were sought from representatives of all the Parishes that are part of the scheme and B&NES Council cleansing team.

# Findings

The scheme is highly valued by the participating Parish Councils:

- Local knowledge and ownership enables services to be responsive to local cleaning needs.
- The Scheme offers flexibility and adaptability to react swiftly to local circumstances.
- The scheme provides local employment and has a wider social benefit in that sweepers are able and willing to take on additional roles such as ensuring elderly residents are ok & clearing snowfall from pavements.
- It provides a good link between the Parish Council and the local community.

## Findings cont.

Several themes have emerged as areas where improvements and/or changes could be made to the scheme:

- Clarity of responsibility within the Terms of Agreement -
  - Greater clarity and amendment of the Terms of Agreement to clearly define who is responsible in each area to avoid duplication of work and ensure any complaints are dealt with by the appropriate party.

Some key areas identified were:

Gutter clearing	Clearing grass verges
Disposal of waste	Emptying of litter bins
Weed control	

## Findings cont.

- **Health and Safety** - Ensuring that all Parish Councils are aware of, and monitoring compliance with relevant Health & Safety legislation, whether employing staff directly or carrying out work through a contractor.
- **B&NES Schedules** - Provision of more information to the Parish Councils of the schedules when B&NES Council undertakes cleansing duties such as mechanical sweeping, chemical weed spraying etc.

## Findings cont.

- **Ensuring achievement of minimum standards -**  
Development of a performance monitoring scheme to ensure that the specified standards are being met by the Parish Councils.
- **Payment Mechanism-** A request from some Parish Councils for clarification and revision of the payment mechanism to reflect the increase in housing development within some Parishes and the introduction of national living wage.

## Findings cont.

- **Communication-** Regular communication between B&NES and the Parish Councils to enable identified issues to be rectified swiftly and for Parish Councils to provide feedback on other areas such as litter bin usage and placement.
- A revised offer from the Council is needed to allow more Parishes to participate should they wish.

# Next Steps

- Development of a revised, more detailed, Terms of Agreement for the scheme.
- Clarification of the Parishes Health & Safety responsibilities.
- Further discussion and consultation on the review findings, revised Terms of Agreement and a new Service Offer from the Council over the Summer for all Parishes.

# Fly Tipping

## Key statistics

	Incidents of fly tipping reported to the Council	Council spend on clearing up fly tipping
<b>2012/13</b>	626	£21,451
<b>2013/14</b>	395	£17,056
<b>2014/15</b>	527	£23,979
<b>2015/16</b>	505	£36,896

# What we do

- We will search for evidence to use to allow our Enforcement team to investigate.
- Collect and clear the fly tip location.
- Dispose of the waste appropriately, i.e. we will separate out white goods from rubble when at the transfer station as best we can.

# Asbestos & access difficulties

- For small amounts of asbestos we will collect in a safe manner.
- For large asbestos tips we have a contract with Shield Enviro who are contract to clear within 72 hours of us reporting this to them and giving location.
- There are occasions where the fly tips are in very hard to get locations or they are large piles of soil. We then have to get a waste disposal contractor with a hiab truck in to clear. This process can lead to delays.

# Actions

- The Enforcement team will take on a case to investigate based on their assessment of a successful prosecution.
- Unfortunately these have been far and few between, although in a joint operation with South Glouces Council recently they have been successful in prosecuting a well know fly tipper.

# Future

- We are in the process of deploying a covert CCTC system in a number of well known fly tipping hotspots throughout the district.
- We would potentially welcome the ability to work with Parishes to deploy this (once the RIPA process of signage etc is in place) to areas where they feel there is an issue. This would have to be based on the severity of fly tip so we may not be able to accommodate all requests initially.

# HIGHWAYS A37 ROUTE REVIEW

Kelvin Packer – Group Manager Highways and  
Traffic

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# A37 Route Collision Review

*Developed by*

***Stefan Chiffers, B&NES Senior Engineer***

*Traffic Management Team, Bath & North East Somerset Council*

# Background

- **Concerns raised by local residents, parish councils, ward councillors, Road Safety Team regarding increasing collisions on A37.**
- **A new approach to selecting schemes using a Route Collision Investigation and Review technique**
- Police have provided support and expertise with on-site investigations, evaluation and remedial solutions.

## Site Description

- The A37 runs north from A35 at Dorchester, into Somerset and terminating at the Three Lamps junction with the A4 in Bristol.
- B&NES Council boundary is from Farrington Gurney to Whitchurch.
- Distance of 14.25 kilometres, predominantly rural single carriageway.
- The A37 consists of a number of major junctions, staggered crossroads, a roundabout and signalled junctions, and varying speed limits.

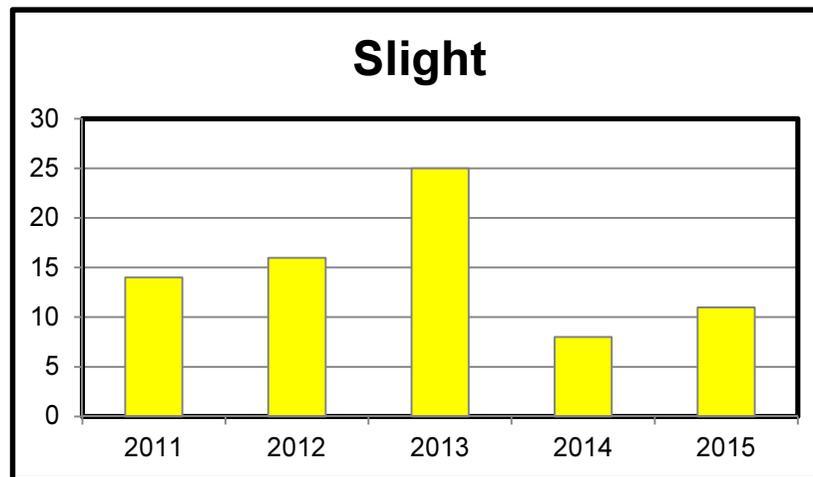
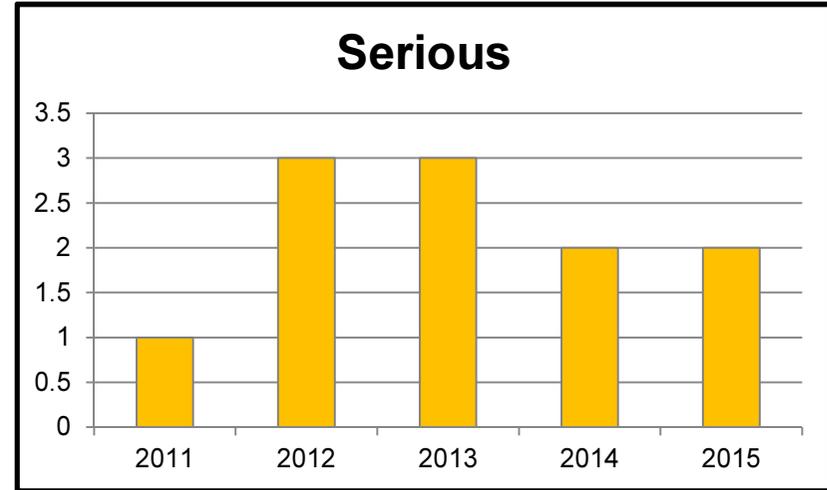
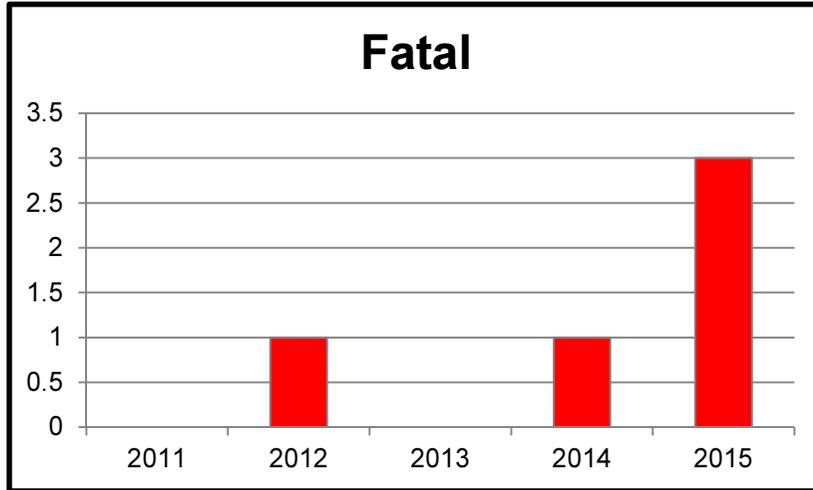
# Summary of Route problems

- Collision data Dec 2010 – Dec 2015
- 30 collisions involved vehicles losing control
- 24 collisions were caused by rear end shunts
- 10 collisions involved vehicles overtaking
- 9 collisions involved vehicles turning right
- 8 collisions involved junction restarts
- 5 collisions involved pedestrians
- 4 collisions involved vehicles overshooting the junction

# Statistical Summary

- Traffic flow = 18,969 vehicles per day.
- Total collisions = 90 five year period
- Collisions = 18 per year average
- (KSI) equate to 18% of all collisions.

# Accident Data

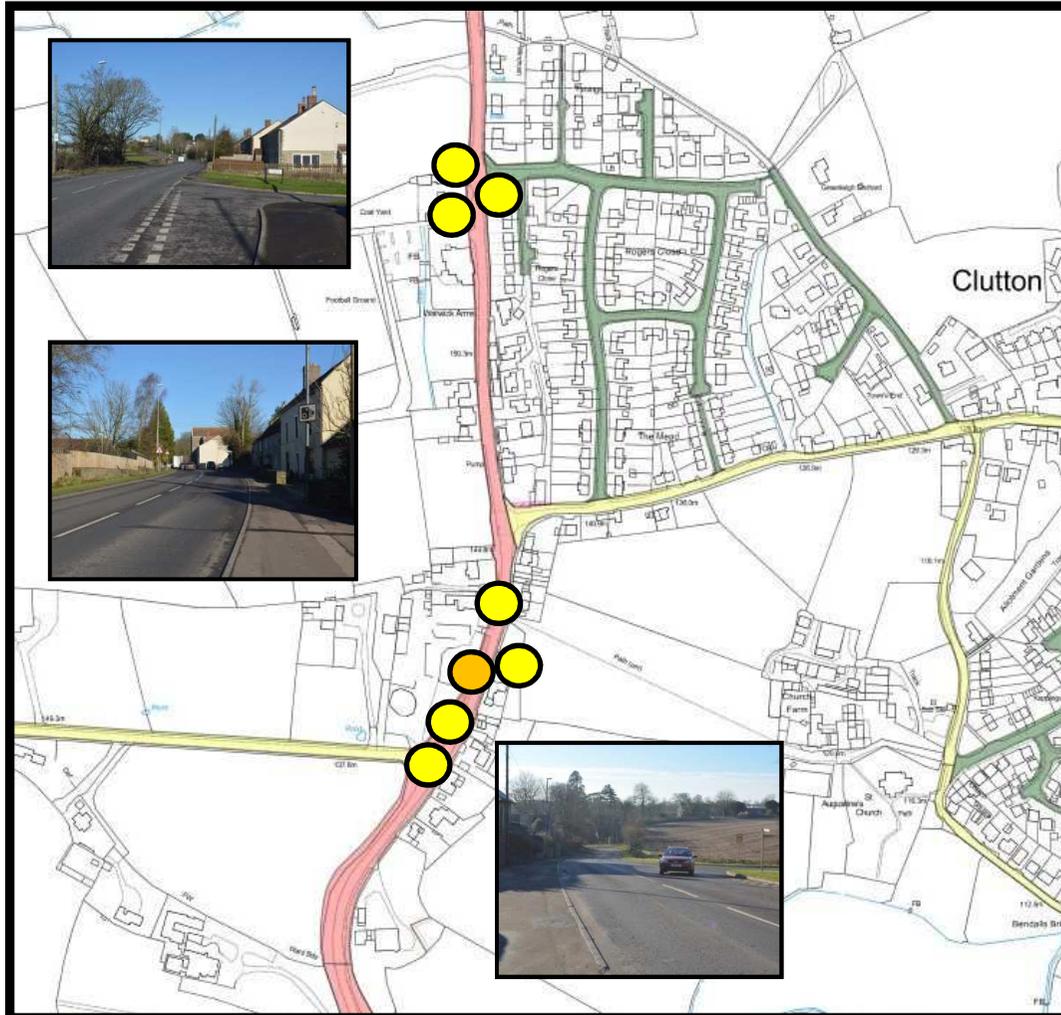




# 12 Cluster Sites identified

1. Farrington Gurney, A362 junction to village boundary.
2. Whitecross, A37 junction with A39
3. Temple Cloud, southern village boundary
4. **Clutton, Stowey Lane to Rogers Close**
5. Clutton, Redhill
6. Chelwood roundabout
7. Pensford, Birchwood Lane junction
8. **Pensford, southern village approach**
9. Belluton, B3130 junction
10. Hursley Hill, south of layby to north of Gibbet Lane
11. Whitchurch, Woollard Lane junction
12. Whitchurch, Staunton Lane junction

## Cluster Site 4 – Clutton village



### Collision Summary

Total = 8 collisions

- 0 fatal
- 1 serious
- 7 slight

### Remedial Measures

- Reduce the existing speed limit.
- Implement additional lining and upgrade signage.

### Estimated cost of scheme

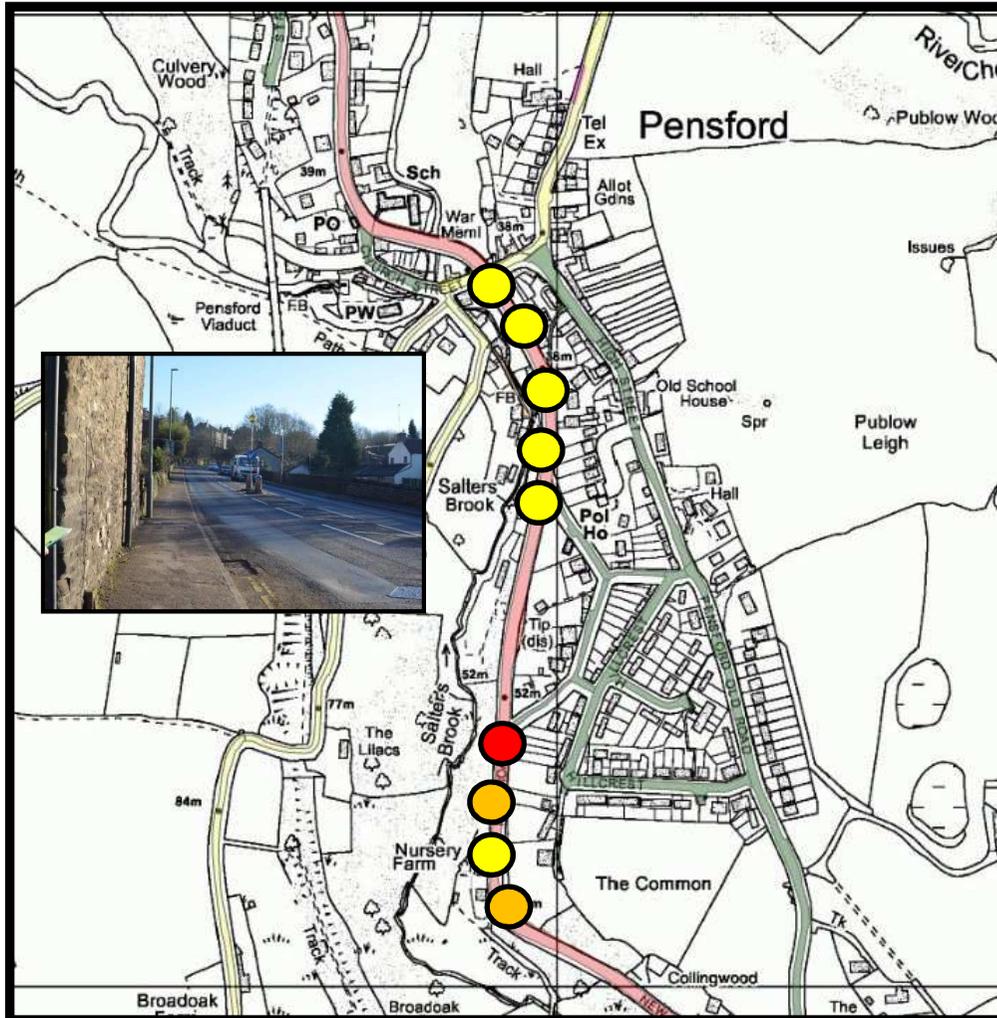
= £6,000

### Economic Assessment

First Year Rate of Return

= 1261%

## Cluster Site 8 – Pensford, southern village



### Collision Summary

Total = 9 collisions

- 1 fatal
- 2 serious
- 6 slight

### Remedial Measures

- Reduce the current speed limit
- Upgrade the chevrons at Nursery Farm.
- Clean / replace damaged bollards.
- Cut back any vegetation.
- Side out footway of debris.
- Repaint all lining.

**Estimated cost of scheme**  
= £18,000

**Economic Assessment**  
**First Year Rate of Return**  
= 473%

# Route Improvements

- 30 mph speed limit through villages.
- Where necessary upgrade warning signs with high vis backboards.
- Provide red carriageway surface at overtaking hatched areas.
- Review SCRIM test with cluster sites to determine any resurfacing issues.
- White lining along the whole route requires attention.
- Vegetation at various locations is overhanging and requires chopping.
- There are two safety camera on the route that are currently not working and should as a matter of urgency be operational.
- Thoughts should be given to the ‘think bike’ campaign which makes driver aware of motorcycles using the A37.

# Recommended Schemes

Location of Measure	Summary of Measures	Cost of Scheme	Collisions saved per year	First Rate of Return %	Cost saving to society per year
2 Whitecross	White Lining, Renew Signage	£1,000	0.35	4729%	£47,292
6 Chelwood Roundabout	Improve Signage, Improve Lining, Clean furniture	£2,000	0.21	1418%	£28,375
7 Birchwood Lane, Chelwood	Install maximum speed signage, Upgrade existing signage, Additional Lining	£2,000	0.21	1418%	£28,375
4 Clutton	Reduce speed limit to 30mph, Additional Lining, Signage	£6,000	0.56	1261%	£75,667
1 Farrington Gurney	Reduce speed limit to 30mph, 40mph buffer on south approach, Additional signage	£7,000	0.42	810%	£56,750
9 Belluton Junction, Pensford	White lining, Anti-skid (Red), Additional Signage, Reduce overtaking lane	£10,000	0.49	662%	£66,209
3 Temple Cloud	Relocate 30 mph terminal, Reposition signage, White Lining	£7,000	0.28	540%	£37,833
8 Pensford southern approach (option 1)	Reduce speed limit to 40 mph, Relocation 30 mph, Upgrade Signing, Cut back trees & veg, Side out footway, White Lining	£18,000	0.63	473%	£85,126
11 Woollard Lane, Whitchurch (option 1)	Relocate 30mph, White Lining	£6,000	0.21	473%	£28,375
10 Hursley Hill, Whitchurch	Reduce speed limit to 40 mph, White Lining, Anti-Skid (red), Reinstate cats eyes, Improve signage, Cut back vegetation, Clean street furniture	£42,000	0.98	315%	£132,418
5 Red Hill, Clutton (option 1)	Additional signage, New cats eyes, White Lining	£10,000	0.21	283%	£28,375
<b>Total including Contingency 25%</b>		<b>£138750</b>	<b>5</b>		<b>£614,795</b>

## Next Steps

- » Pilot schemes in 2016/17 Capital Programme.
- » Consultation.
- » Further schemes to be implemented in the future Capital Programme.
- » ‘Shelf ready’ schemes.
- » Continue to monitor accident data.

## Future Route Reviews ( 'A' Road Collisions per km - Dec 2010 – Dec 2015)

Route	Fatal	Serious	Slight	Total	Ave per Km
A4	2	27	273	302	15.4
A36	2	10	158	170	13.6
A367	2	19	179	200	12
A362	0	4	81	85	10.3
A37	5	11	74	90	6.3
A39	1	2	60	63	4.6
A368	1	7	35	41	2.3

# Any Questions ?

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