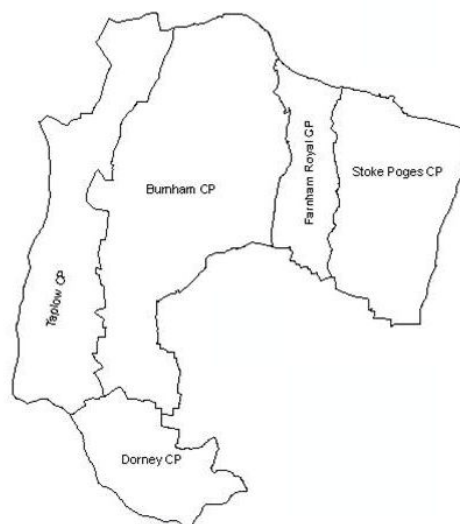


BEECHES LOCAL AREA FORUM

DATE:	12 August 2009
TIME:	7.00 pm
LOCATION:	Burnham Conference Centre, Burnham Football Club, Wymers Wood Road, Burnham SL1 8JG



AGENDA

Item		Page No
WELCOME AND INTRODUCTIONS		
1	Confirmation of Chairman To confirm the appointment of the Chairman of the Beeches Local Area Forum.	
2	Appointment of Vice Chairman To confirm the appointment of the Vice Chairman, who will be a District Councillor.	
3	Apologies for Absence / Changes in Membership	
4	Declarations of Interest To declare any personal or prejudicial interests	
5	Action Notes To confirm the notes of the Burnham/Dorney/Farnhams/Taplow/Stoke Poges GC2C Cluster meeting held on 18 February 2009.	1 - 6
6	Local Area Working Report Report from Stephen Young, Area Coordinator.	7 - 12
7	Local Area Forum Budgets Report from Stephen Young, Area Coordinator	13 - 18
8a	Highways/Transport Delegated Budget (2010/11) Report of Jim Stevens, Head of Transport for Buckinghamshire	19 - 30
8b	'We're Working on It' Project - 2009/10 Report of Jim Stevens, Head of Transport for Buckinghamshire	31 - 34

9	<p>Question Time There will be a 20 minute period for public questions. Members of the public are encouraged to submit their questions in advance of the meeting to facilitate a full answer on the day of the meeting. Questions sent in advance will be dealt with first and verbal questions after.</p>	
10	<p>Petitions None received</p>	
11	<p>Date of Next and Future Meetings To be agreed</p>	

Members

Democratic Services Contact : Maureen Keyworth, Tel 01296 383603, Email mkeyworth@buckscc.gov.uk
Please contact me if you have any special requirements e.g. hearing loop

Agencies : Buckinghamshire County Council, South Bucks District Council, Burnham Parish Council, Dorney Parish Council, Farnham Royal Parish Council, Stoke Poges Parish Council, Taplow Parish Council, Thames Valley Police, Bucks Fire and Rescue, Buckinghamshire PCT, Voluntary Sector representatives

ACTION NOTES

MEETING:	Burnham, Dorney and Taplow Local Community Area
DATE:	18 February 2009 7pm to 9:46pm
LOCATION	Burnham Football Club

Present:	Dev Dhillon, Trevor Egleton, Elizabeth Jarvis, Marie Hammon, Lin Hazell, Jean Horwood, David Merrick, Kathie Webber
In Attendance:	Chris Furness, Jim Stevens, Alison Derrick, Helen Wailling, Chris Schwier, Zoe Ford
Apologies:	Karen Adamson, Shorne Tilbey (SBDC), Maureen Royston (SBDC), Peter Cathcart (Farnham Royal PC); Martin Kenealy (BCC)

ISSUES RAISED

3	Action Notes/Matters arising
	<p>The Action Notes of the meeting held on 26 June 2008 were agreed as a correct record.</p> <p>P.2, Item 4 - Maintenance funding – a member said that the local community was not getting its fair share and that the action from the last meeting had been to circulate a paper. Jim Stevens said that this was accurate, and said that he recommended using the outturns for the current financial year. Some work would be carried out on this and brought to the next meeting. ACTION: JS</p> <p>Jim Stevens said that in a couple of days they would also be in a position to base the work on the next year's budget. ACTION: JS</p> <p>A member said that it would be useful to see how the budget was split on roads. Jim Stevens said that this would be included.</p> <p>P.3 – Alison Derrick reported that Karen Adamson had arranged an Adult Social Care drop-in on 28 May 2009 in Summers Road Car Park, and would be grateful if members could advertise this. Action – KA to supply flyers</p>
4	Local Area Technician – round up of current issues
	<p>Chris Schwier introduced his colleague Zoe Ford, who covered Stoke Poges, Farnham Common, Farnham Royal, Iver, Wexham and George Green. Martin Kenealy, who covered the other half of the area sent his apologies. Chris told members the following:</p> <p>Technicians had four main responsibilities: Highway maintenance, Street works, Development Control and Traffic Management. Keeping in touch with local Councils also took up a huge chunk of their time.</p> <p>Vehicle-activated Signs had not yet been installed, due to a supply problem. They would be in place by the end of the financial year.</p> <p>They were also now using TSIDs (Temporary Speed Indicator Devices), which could be used for up to two weeks and could be requested by Parish Councils. Zoe Ford said that these had been used in Iver and were very effective.</p> <p>Footpath – Thames Valley Water had agreed that it was their solicitors who were delaying this. Thames Valley Water had moved the fence.</p> <p>Any funds left over from the current year would be spent there. It had cost BCC c. £100 000 to build the footpath, and the figure derived from the feasibility study had only been an estimate.</p> <p>The footpath would be completed by June 2009 and would allow a crocodile route to be completed all the way to Dorney School.</p> <p>In places the footpath was quite narrow as it had to be fitted into the space available.</p>

ISSUES RAISED

The footpath would be a legacy from the Olympics.

Signs in Burnham – the wrong times were shown on the signs about length of free parking in Summers Road car park. This was being dealt with and would be changed.

Burnham A4 signs – these would also be moved in the following week.

Berry Hill – the footway would remain fenced-off until the next financial year, due to funding prioritisation. A bid for the carriageway to be resurfaced had been submitted.

Community Gang would be in the Beeches Area the following week. However bad weather had been predicted, which could mean that it was used on higher priority work. The gang would deal with minor issues in Parish – cleaning signs etc. The aim was to restore local pride in the area. The gangs would hopefully visit more frequently in the following year.

A member asked about the bollards in Lent Rise outside the Esso garage. Chris Schwier said that bollards had been put outside the Esso garage, although there had been a problem due to residents in Lent Rise not moving their cars, which had delayed the work. The member said that they thought there were two different Esso garages being discussed, and said they would talk to Chris after the meeting.

A member of Farnham Royal Parish Council said that the Council had sent a request for a TSID but had had no response. It was agreed that the request would be resent.

A member asked if the speed checks carried out by NAGs were connected to use of TSIDs. Chris Schwier said that these were separate, and that the NAGs used speedwatch (there were some issues with this). However there was no duplication of work. Alison Derrick said that she received the NAG meeting notes and picked up any duplication that way. Chris Schwier said that BCC had worked with the Police in Iver to install hard-standings so that the Police could carry out enforcement there. BCC regularly supported NAGs on these sorts of issues.

Zoe Ford told members that flooding had been the biggest local issue. There had been an improvement on Templewood Lane. In Stoke Poges work had been carried out on footpath 24. There had also been some work with the owners of Hamilton Way. Black Pond Lane was still of concern and there was an ongoing water leak which the water company could not locate. Ditch cleaning would be carried out to remove water from the road. This had been delayed due to the bad weather. A member said that there was an 'accident waiting to happen' on Black Pond Lane.

Zoe Ford also reported that work would be carried out on One Pin Lane soon.

A member said that on the Templewood Lane Junction with A416 there was a very big issue with flooding and that the road had been a sheet of ice during the cold weather. Chris Schwier said that the Common was now maintained by the City of London and that BCC would be speaking to them. A member said that the owners of Pickeridge had diverted a water course which they should not have done.

Chris asked members to be patient when there was heavy rain. The highest priorities were properties under threat from flooding. However warning signs would be put on the road.

A member said that in the previous year's delegated budget there had been £5000 for an island in Wymers Wood, and asked if the money had been lost. **Action: CS to find out.** The member also asked about the pinch point at Ship Hill, Burnham Road. **Action: CS to find out.**

Jim Stevens stressed that it was the detailed local intelligence that BCC gained from these

ISSUES RAISED

meetings that made it so important that they continued to be well-attended by all Parishes.

5 Preparations for the 2012 Games in South Bucks

Padraig Herlihy, South East Co-ordinator for SEEDA, was welcomed to the meeting. Padraig told members that the Games should either be referred to as the *2012 Games* or the *2012 Olympics and Paralympics*.

Padraig gave members a detailed update on the preparations being made for the 2012 Games and how the local area could contribute to and benefit from these.

A member asked about active lifestyles and asked if PCTs were being engaged.

Padraig said that the NHS had become involved late in the process.

There would be a big conference held in the Spring for NHS partners, who would then produce their 2012 Plans.

A member said that the Buckinghamshire LAA had childhood obesity as one of the target areas.

Regarding volunteering, a member said that they were meeting with Bucks Voluntary Action and asked if there was any information to be passed on.

Padraig said that this was a very broad area. Consultants were currently doing some scoping work. There would be a clearer agenda by the end of the next year.

The member asked about using volunteers in peripheral areas, and suggested seeking permission to produce a badge/branding to allow volunteers to say that they were involved in the 2012 Games.

Padraig said that Kent had a greeters programme in place, and that the greeters in Sydney had continued to work in that capacity after the Games had finished.

A member asked about the 'personal best' programme. Padraig said he would send details.

A member also asked about younger people, specifically looked-after children. The member asked if all the opportunities would be in London or if they would be equally spread.

Padraig said that it had been established that volunteers were needed from all over the world, in all walks of life, of all ages etc. The process so far had been 'free-market' – prospective volunteers should just sign up.

Over half of the 70,000 volunteers needed would be required to have a qualification (paramedics, referees etc).

LOCOG (The London Organising Committee of the Olympic Games) would not pay travel/accommodation expenses for volunteers, and this would need to be taken into account.

Jim Stevens said that Buckinghamshire was effective in encouraging bike use and that it would be great to have the Tour de France back in Buckinghamshire.

Padraig said that there was a practical issue in that there had to be a maximum of a two hour transfer from France for competitors (so Kent or Essex would be better locations). However for the last three years SEEDA (South East England Development Agency) had supported the Tour of Britain, which went through Buckinghamshire.

Chris Schwier said that there was also a major cycle race every year in the Chiltern District, which had brought forth some Olympic champions in the past.

Jim Stevens said that BCC was currently developing a £25m coach way project for Handy Cross. However this was entirely dependent on Government funding, and a business case was being developed.

More confidence was needed in the scheme, and support from ODA (Olympic Delivery Authority) would be very helpful.

Padraig said that the Olympic Route Network Consultation was out at the moment.

However the Olympic Plan was wider and included the public.

SEEDA was supporting the Handy Cross project and pushing the ODA very hard.

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6	Youth Issues – Update
	<p>Lin Hazell reported on the sterling work that Sam Dilks, Burnham Youth Worker, was doing across the area. The work carried out had turned round the non-attendance and anti-social behaviour, and things were really improving. Lin also thanked Chris Furness for allowing Carol Bennett to sit on the Youth Club Committee and for the excellent work she did locally.</p> <p>A member from Farnham Royal Parish Council said that Sam Dilks was very good at going out and recruiting young people for the Farnhams Youth Club.</p> <p>The Youth Club now had two hours in the Church Hall on a Friday, which 16 younger children attended. The Club had been very generously supported by local councillors and organisations. The biggest problems were finding volunteers, and delayed CRB checks. Jean Horwood suggested writing to the Chief Constable.</p> <p>Alison Derrick said she would take this issue back – ACTION: AD</p> <p>Lin Hazell also highlighted Dorney and said that Alan Russell was doing great work.</p> <p>Alison Derrick referred to a Stoke Poges youth event work on 28th March 2pm, and an event on 'de-mystifying' youth work on 10th March.</p>
7	Overview of Budget 2009/10
	<p>Lin Hazell told members that there was a County Council meeting the following day when the budget would be confirmed. BCC would again be hard-pushed financially.</p> <p>Members had looked at the budgets, and there would be back office cuts.</p> <p>It was estimated that there would be a £22/23m shortfall in years 2 and 3 if nothing was done. Further details of the budget would be given at the next meeting.</p> <p>The Chairman added that there had been a Member challenge and also OSC scrutiny of the budget.</p>
8	Environmental and Highways Issues
	<p>Jim Stevens updated members on Environmental and Highways Issues and said that any of the issues could be looked at in more detail at the next meeting.</p> <ul style="list-style-type: none"> • The current contracts with Fitzpatrick and Jacobs would finish at the end of March 2009. Ringway Jacobs would take over the contract from 1 April 2009. Ringway Jacobs was a major national organisation. • Winter Maintenance – there had been media coverage re: shortage of salt. In the face of the shortages deliveries were co-ordinated by Government. However Buckinghamshire had planned very well and still had 1400 tonnes, which was enough for 17 days of normal gritting. Without heavy snowfall, 1400 tonnes was sufficient for the season. However 750 tonnes could be used in one day with the very heavy snow. • Pot-holes – this was a national problem due to snow and frost. BCC was putting more resources into pot-hole filling and it was a priority for the Service. Pro-active pot-hole filling was being carried out, following the salting routes. • 'We're working on it' project – the work of the patching gang would be extended in 09/10. Decisions for work were made by the local Members whose views were informed by local people. The cluster group could have a huge role in this. • Delegated Budget – Chris Schwier had written to all Parish Councils with a schemes list. The delegated budget would be determined and approved through local area forums from 2010/11 onwards. • Impact of lorries on A355 – the strategy was to encourage all Slough trading lorries to use another route. A meeting was imminent with the Chief Executive for Slough Trading Estate, which would be attended by Trevor Egleton, Val Letheren, the Head of Transportation at Slough Borough Council and representatives from the A355 Action Group. The Parish Council had been invited too and dates would

ISSUES RAISED

- be supplied. **ACTION: JS**
- On 4 March 10am – 2pm, Beeches National Nature Reserve was holding an event to celebrate partnership work so far and consider the future of Burnham Beeches. Jim Stevens suggested that a representative from the Corporation of London, who managed Burnham Beeches, be invited to a meeting in the future.

A member said that the A4 notice routed HGVs onto the A355 and asked if this had been followed up. Chris Schwier said that he would look into this. A member also referred to the signage from the motorway service area, and said that lorries could join the A355 that way. The Chairman said that the directional signage would need to be monitored, and joint working with the Police was necessary. Chris Schwier said that the Motorway Service Area Working Group would continue as a monitoring group.

9 Proposed Introduction of a Local Area Forum

Alison Derrick said that the South Bucks Joint Local Committee and the Local Strategic Partnership had now merged to form the South Bucks Partnership. BCC wanted to move forward with Local Area Forums and a proposal for the local area was attached to the papers. Members were asked to take this back to their Parishes. The main addition was some outline proposed funding which would be devolved to local area forums in South Bucks.

A member of South Bucks District Council noted that the Minutes of the meeting of the South Bucks Association of Local Councils meeting had not yet been published. The member said that they hugely regretted that some members had decided to boycott the meeting rather than attending to put their views forward. The member said that the local area forum would be adding another layer in the current structure, and that the South Bucks Partnership was a hugely inclusive meeting. The member asked why there could not be a South Bucks LAF joined to the SB Partnership. Alison Derrick said that the LSP had to cover the whole District and was much more strategic than a local area forum. Joining the two could result in very long meetings. BCC was aiming for a way of giving local people a much greater voice. If there was another way of doing this, Alison said she would be very happy to take it back. The member said that BCC said that there was no 'one size fits all,' but that they were 'shoe-horning' Parish Councils into the BCC model.

The Chairman said that BCC had agreed on 19 local areas as this number was the number that balanced local groupings with economy in terms of officer resource. Local area forums were working well in the Aylesbury Vale and Wycombe districts. There would be funds devolved down to the Forums – this would be approx £49,000 in 2009/10 (£31,000 for highways) for each Forum. The Chairman said that there were issues which needed to be discussed at each Parish Council meeting, and asked members to take the paper on delegated budgets back with them. The Chairman also said that they would need to look at how the South Bucks Partnership was working and developing after the next meeting. BCC was committed to more local decision making and to rolling out services more locally.

Chris Furness said that SBDC had slightly reluctantly agreed to support the local area forums. Chris said that his view was that the forums were a way for BCC to prioritise highways expenditure locally and to obtain feedback. However the forums had been 'sold' as more than that, and this had worked against them. The Chairman said that the intention was to add more services (e.g. Adult Social Care).

Lin Hazell said that at a local area forum members could speak on very very local issues. This would not be possible at a Local Strategic Partnership (South Bucks Partnership) which had to concentrate on a strategic view on District wide priorities.

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Lin also said that no decision could be made at this meeting but asked all Parish Councils to put the issue on their agendas and to look at what benefits could be gained from local area forums.

A member said that sovereignty issues were a major worry and would need to be dealt with.

Jim Stevens said that BCC was structuring its services around the local area forum groupings, and that the money on the list would need to be spent. However a local area forum would be needed to facilitate that.

Highways would always be of local topical interest, but BCC was also trying to broaden the agenda.

The Chairman suggested that Parish Councils be given contacts for areas where local area forums were working. Alison Derrick said that the representatives from Chiltern Parish Councils were planning to visit some Aylesbury local area forums and suggested that this could be extended to Parish Councils in South Bucks. Members agreed this would be helpful
– **ACTION: AD**

A member said that they would be happier if another level of meetings could be lost if the local area forum was adopted.

A member asked how often the local area forums would meet. Alison Derrick said that the local area forum template allowed significant flexibility in many areas and it would be up to the local area forum how often it met. Existing local area forums met every two to three months, or quarterly.

Alison Derrick also said that the whole locality strategy was much broader than just the local area forums, and also included proper consultation, devolving services to quality parishes, more locally focused staff etc.

The Chairman thanked members for attending the meeting. It was agreed that the next meeting would be arranged after all the parish councils had met (perhaps in May?)



Report to BEECHES LOCAL AREA FORUM

Title: LOCAL AREA WORKING

To: Beeches Local Area Forum

Date: 12th August 2009

Author & Contact Officer: Stephen Young
Area Coordinator

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1 Purpose of report

- a Members are asked to **note**
 - i The purpose of Local Area Forums (LAF)
 - ii The proposed constitution for The Beeches Local Area Forum (see Appendix 1)
- b Members are asked to **agree**
 - i. That elected members Buckinghamshire County Council, South Bucks District Council and nominated representatives from the Parishes of Burnham, Dorney, Farnham Royal, Stoke Poges and Taplow meet as a fully constituted Local Area Forum (LAF) provisionally titled 'The Beeches'
 - ii. A new name for The Beeches LAF if this is considered necessary
 - iii. The proposed constitution for The Beeches Local Area Forum

2. Background

- c Local decision-making has been part of the County Council's policy since 2000 when the County Council received a clear message from Parishes that they saw the County as remote and unapproachable. 4 Local Committees were established by the County Council to help address this and over the following 8 years these committees successfully worked to evolve local decision making.
- d The establishment of 19 Local Area Forums (LAF) is the next stage in this process. These forums will enable devolution of influence and decision-making to a much more local level.
- e As a first step during 2009/10 the County Council has devolved approximately £44,000 funding to each of the 19 Local Area Forums. This is made up of funding for Positive Activities for Young People; Grants for Early Years

Provision; existing delegated highways/transport budget; and a discretionary revenue budget.

- f** The County Council will also use the Local Area Forums as building blocks to plan and deliver its services. Through the Local Area Forums Parishes will be encouraged to bring for discussion their own priorities and influence service delivery in their local area. LAFs are also strongly encouraged to get involved in a wide range of local consultation on matters affecting their specific communities
- g** The need to understand and measure outcomes for local communities is also an important aspect of the new Local Area Agreement (LAA) framework. An understanding of local community needs will be the starting point for the LAA, service planning, budgetary processes and is central to Bucks County Council performance management processes.
- h** The County Council is now seeking to move to the creation of a formal Local Area Forum (LAF) for this area.

- Report ends -

THE BEECHES LOCAL AREA FORUM PROPOSED CONSTITUTION AND TERMS OF REFERENCE

Members are asked to consider this draft constitution and terms of reference.

The following is drawn from the detailed proposals contained in the resolution of the County Council on July 10th 2008 Appendix F – Terms of Reference. Copies of the Council resolution, draft constitution and terms of reference will be available at the meeting on the 12th August 2009 or can be viewed on the County Council website <http://www.buckscc.gov.uk/moderngov/ieDecisionDetails.aspx?ID=1035>

LOCAL AREA FORUMS – TERMS OF REFERENCE

1. Capturing Priorities for the Area

Agreement about the key local priorities for the area - drawn from Parish Plans, County and District Community Plans, the Local Area Agreement plus other consultation and community engagement in the area and the local knowledge of the LAF members - will enable a shared understanding of local issues and priorities for improving the quality of life of the area to be used as the basis for collective action.

LAFs will provide an additional mechanism by which to engage local people and local stakeholders on the priorities and policies of local service providers, including the desired level and range of services and major service developments affecting the area and annual budget proposals e.g. waste, major development proposals, school closures.

There is also the opportunity to consider the effectiveness of all public services within the community area in meeting local needs, informed by residents' feedback, and to recommend changes to service policy as appropriate.

2. Decision Making and Funding

LAFs will take decisions on matters devolved from the County Council, District Council and other partner organisations, including Town and Parish Councils. They will also take decisions on budgets allocated by the County Council, District Council and other partners.

3. Community Issues

LAFs will provide the chance to co-ordinate County Council consultation and community engagement at a local level; to promote and extend community empowerment in the area and to ensure feedback on County issues raised. Other issues of local concern will be referred to the relevant organisation or partnership for attention. The LAF will have a role in the monitoring action and negotiating the resolution of issues.

Joint Forums (LAFs)

The LAFs will be joint forums of the County Council with the District Council, Local Councils and other partners.

4. LAF Meetings

The LAF will normally meet quarterly within its local area.

Additional meetings or workshops/conferences can be convened as required outside the normal cycle of meetings.

5. Membership

All County Councillors, District Councillors and representatives of Parish and Town councils will be invited to be members.

Representatives of police, fire and rescue and health, voluntary and community sector and other key local organisations (e.g.: local businesses) may also be invited to attend the LAFs. This is a decision for each LAF to make although it is hoped that LAFs will wish to engage as widely as possible.

The LAF will also be free to invite representatives of organisations or individuals to meetings as appropriate for specific topics.

6. Chairing

The Chairman will be a County Council Member elected by the LAF membership.

The Vice-Chairman will normally be a member of the District Council, again elected by LAF members.

7. Decision Making

Decision making will normally be by consensus.

In the event that voting is required, the principle of one vote per member (in the case of parishes, their appointed representatives) will apply.

It is assumed that twin or triple hatted County Councillors for the Local Area will vote as County Councillors at these meetings. It is therefore expected that Parishes will wish to appoint someone other than a County or District Councillor as their representative, in order to maximise their capacity to influence the forum

The LAF may extend voting rights to representatives of other regularly attending bodies if it chooses.

With respect to decisions relating to County Council services and budgets the LAF decision is advisory with the final decision resting with the appropriate Head of Service (This is the same procedure that worked well at Local Committee)

A Head of Service decision not to follow the LAFs advice would require a report back to the LAF by the Head of Service

8. Public engagement

The LAFs will be open to the press and public. (There may be rare occasions, when the business is defined as confidential in which case the Chair will have to request non-LAF members to leave the room.)

All LAFs will allow a 20 minute period for public questions and comment during each meeting. Members of the public should be encouraged to submit their questions in advance of the meeting to facilitate a full answer. In addition, members of the public may comment on other items on the agenda during the meeting at the Chairman's discretion.

Forums are encouraged to promote public attendance and engagement e.g. Allowing members of the public to present petitions and speak on particular agenda items.

9. Petitions

Petitions may be received by the LAF.

In the case of petitions relating to the County Council, the LAF will refer the petition to the relevant service. If the LAF considers the petition to raise issues of serious priority or countywide significance the County Councillor(s) for the Division concerned may choose to present the petition to Full Council. The County Council's response will be reported back to the LAF and the Cabinet Member may also report progress to Full Council.

Petitions relating to the District Council, or other bodies, will be passed to the District Council and a formal response reported back in due course.

10. Officer support for the LAFs

Regular officer support for the meetings will be provided by the County Council's Area Coordinator and Lead Area Officer, supported by a representative of the County Council's Democratic Services, who will provide administrative support to the Forum and constitutional advice.

In addition, officers from either the County or District Councils (or other bodies) may attend in support of particular agenda items.

11. Agenda and minutes

An agenda will be prepared for each LAF meeting under the guidance of the Chair. However all LAF members are invited to nominate items for the agenda.

Formal agendas will be issued in advance of the meeting and notes will be circulated following the meeting.

It is the responsibility of each Council's representative at the meeting to ensure that they report back to their organisation, with the aid of the minutes, to ensure that decisions are actioned and information flow maintained.



Report to BEECHES LOCAL AREA FORUM

Title: LOCAL AREA FORUM BUDGETS

To: Beeches Local Area Forum

Date: 12th August 2009

Author & Contact Officer: Stephen Young
Area Co-ordinator

Tel; 01296 387543
Email; spyoung@bucksc.gov.uk

Recommendation

1. Beeches Local Area Forum is recommended **to note** the arrangements for its devolved budgets as described in the report.

Introduction

2. This paper describes the arrangements for the allocation of the funding devolved to Local Area Forums (LAFs) in 2009-10.
3. Further devolvement of budgets for 2010-11 and beyond will be advised later this year.
4. A separate report will be presented to this meeting covering the highways/transport delegated budget arrangements for 2010/11

Background

5. A key element of the Getting Closer to Communities (GC2C) Vision is “Genuine and increased influence by residents over local decisions and budgets”. LAFs are central to achieving this (although this is not the only mechanism for working at a more local level). This is included as one of the three key roles of LAFs:
 - Shaping service delivery
 - Taking devolved decisions
 - Agreeing priorities for the LAF local area plan
6. To take forward these objectives, discussions have taken place over recent months with Heads of Service and Strategic Directors to identify opportunities for increasing devolved budgets and direct influence over budgets. Proposals for each Portfolio were then signed off by the Cabinet Member.

7. We now have an increased range of decisions, services and budgets that can be influenced within the framework of the 19 community areas and via the LAFs. The table in Appendix 1 illustrates the range of ways in which Local Area Forums can influence investment in their local areas. This paper focuses on the budgets that will be devolved to the LAFs and the proposed arrangements for how decisions are made.

Budgets Devolved to LAFs in 2009-10

8. The devolved budgets for 2009-10 are set out in the table below. N.B. It is anticipated that there will be further budget devolution from a wider range of services in subsequent years.

Service area	County-wide total	Beeches LAF
Transportation local improvements	£500,000	£57,500#
Positive Activities for Young People	£95,000	£5,000
"Early Years" grant	£95,000	£5,000
Local Priorities budget	£152,000	£8,000
Total	£842,000	£75,500

Because LAFs were not in existence in South Bucks District at the time the allocation of the Transportation local improvements budget was discussed, funds were allocated to appropriate schemes across the District by the same process that had been used when working through South Bucks Joint Local Committee in previous years. If this budget had been allocated on the same basis as it has been for LAFs in Wycombe and Aylesbury, the sum devolved would have been £37094#

General Principles for the Management and Decision-Making of Devolved Budgets

9. All funding must be spent in line with the specific criteria associated with the budget (see below).
10. The funding must be spent within the financial year for which it is allocated.
- For 2009-10, in consultation with the LAF Chairman, each Head of Service concerned will take a view in November 2009 on the likelihood of unspent monies being used that year. If there is budget that is unlikely to be spent that year, it will revert back to the service concerned and be allocated to activities that will take place during 2009-10.
 - Whilst it is anticipated that this should not be a problem in future years, the same principle will apply.
11. In July 2008, Buckinghamshire County Council adopted the arrangements that were in place for the County Council's Transportation Local Improvements

budget for Local Committees. Under this arrangement the Local Committee advised the Head of Transportation who then implemented the decision. This is the simplest and most effective model which from past experience works effectively. Therefore in terms of formal decision-making, the LAFs will be advising the relevant Head of Service on how to spend the devolved budget who will then implement that advice.

12. To allow for the occasional unforeseen opportunity that requires a swift decision, funding may be agreed in between LAF meetings subject to the approval of the Chairman and Vice-Chairman.

Positive Activities for Young People

13. This must be used to engage young people (age 13-19) in positive activities (open youth club provision is not acceptable unless there is a structured programme). It can be used for a one-off event, equipment or be given to a voluntary organisation. Young people must be consulted on any planned activity.
14. The LAF can involve its nearest Youth Opportunity Fund panel to get additional money if its wishes. The YOF is young people led so that would also help with consulting young people.
15. The availability of the funding will be promoted via the LAF membership, community newsletters and direct to community organisations over the next couple of months. The Youth Service will evaluate applications and make recommendations to the LAF.
16. Publicity materials including guidance for making bids are available in order that LAFs will have the earliest opportunity to consider funding holiday activities
17. The accountable Officer is the Head of Community and Youth Engagement (from June 2009 the Officer designated to manage the Youth Service).

"Early Years" grant

18. This must be used to fund local nursery provision - specifically ICT improvements, disability access, extended flexible provision for 2, 3 and 4 year olds.
19. Within each category, there are further detailed criteria which must be satisfied. There are also strict criteria for who can qualify for funding which includes registration with BCC Children's Services.
20. The BCC Early Years & Childcare Service will promote the availability of funding, assess all applications for eligibility and evaluate the merit of the application. In the autumn, the Early Years & Childcare Service will evaluate applications and make recommendations to each LAF.
21. The accountable Officer is the Divisional Director, Commissioning and Business Improvement.

Local Priorities Budget

22. This budget can be used for any purpose which supports local community priorities and the well-being of the area identified by the LAF through its local area planning process. Beeches LAF will have to rely upon common priorities from parish plans, Town/village health check priorities and other forms of consultation until we have established the LAF's own clear priorities for the local area.
23. The Lead Area Officer and Area Co-ordinator will evaluate proposals and make recommendations in due course for how this budget may be spent in 2009-10. LAF members who have particular ideas should raise these directly with the Lead Area Officer or Area Co-ordinator.
24. The accountable officer is the Locality Services Manager.

Transportation Local Improvements Budget

25. This budget is to fund minor transportation improvement schemes. The list of proposed schemes for the Beeches LAF area in 2009-10 has been approved by Jim Stevens. These are listed below:

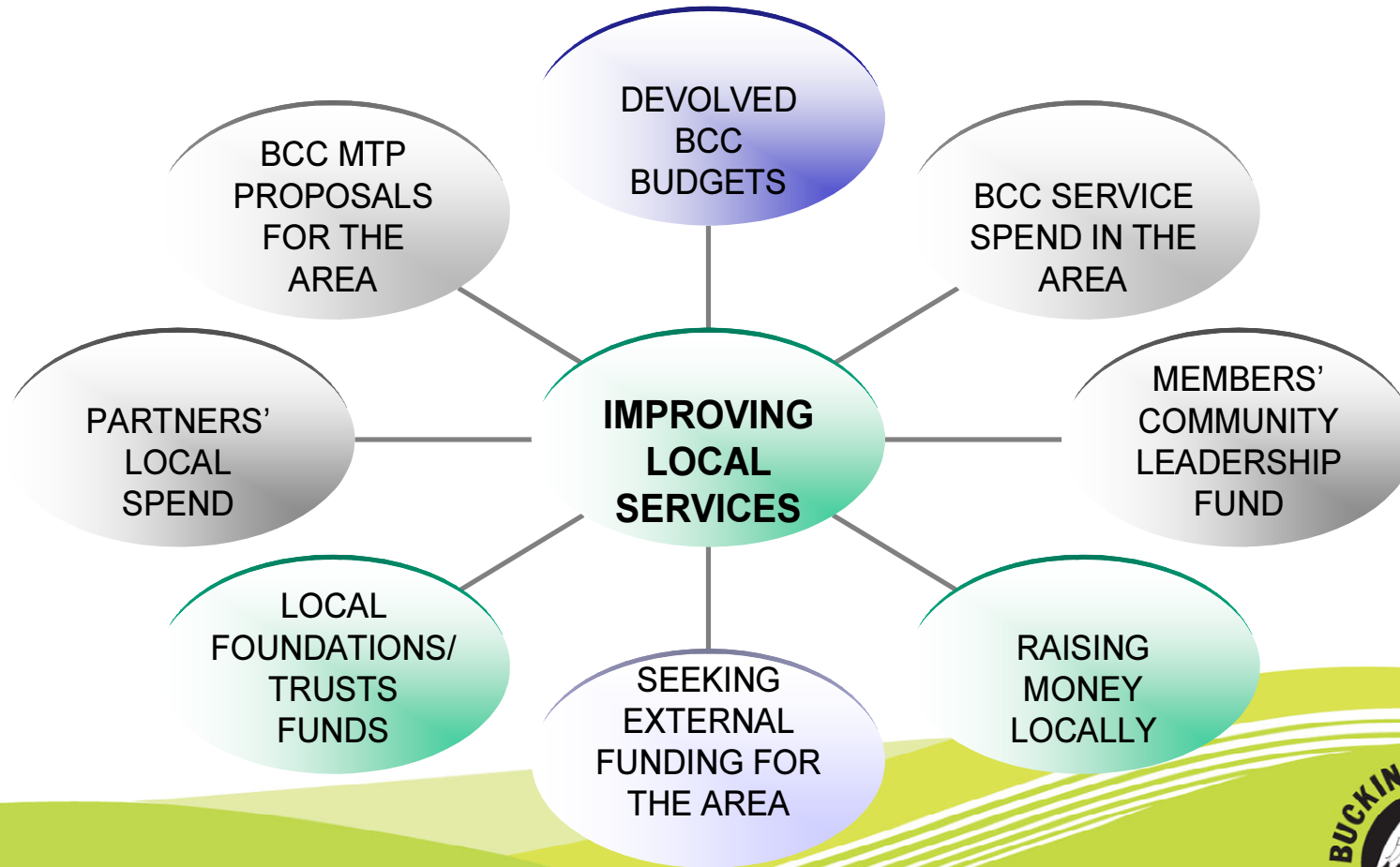
Scheme	Value
Build more robust width restriction, Ship Hill, Burnham	£5,000
Junction alterations, Hawthorn Lane junction Crown Lane, Burnham	£10,000
Complete footway, Marsh Lane, Dorney	£30,000
Bollards in footway, Harcourt Road, Dorney	£1,000
Slurry treatment for footways, School Lane and Sefton Paddock, Stoke Poges	£10,000
Dropped kerbs and tactile paving, A4 Bath Road, Berry Hill, Taplow	£1,500
Total	£57,500

26. The accountable Officer is the Head of Transportation.

Monitoring and future planning arrangements

27. At the end of the year, officers will prepare a review of the work for Beeches Local Area Forum and put forward proposals for the allocation of the next year's budgets. Projects which have benefited from The Beeches LAF support will be invited to report on progress to the LAF, either as part of the annual review or at some time during the course of the year.

LOCAL AREA FORUMS OPPORTUNITIES TO INFLUENCE LOCAL SPEND



17





Report to BEECHES LOCAL AREA FORUM

Title: HIGHWAYS/TRANSPORT DELEGATED BUDGET
(2010/11)

To: Beeches Local Area Forum

Date: 12 August 2009

**Author &
Contact Officer:** Jim Stevens, Head of Transport for Buckinghamshire
01296 382420
jstevens@buckscc.gov.uk

Recommendations

1. Beeches Local Area Forum is recommended to **NOTE:**
 - The process for submitting projects for possible funding in 2010/11 through the highways/transport delegated budget.
 - The delegated budget for highways/transport projects in Beeches area for 2010/11 will be £23,819.
 - Participatory Budgeting will be included as part of the process.
 - Members of the Beeches LAF are invited to submit bids for schemes to the Transport Localities Team Leader (Chris Schwier, based at Amersham Area Office) by the 30 November 2009.
 - All bids received will be evaluated and costed by Transport for Buckinghamshire and a full report presented to the Beeches LAF in January/February 2010 to enable the LAF to decide which schemes should be implemented in 2010/11.

Introduction

2. This report has been written to guide LAF/LCP members through the process of submitting bids for highways/transport schemes. The report also describes the criteria that will be used to evaluate all bids received.

Background

3. The highways/transport delegated budget amounts to £500,000 countywide and historically has been allocated the former Local Committees equally

(£125,000 per district area).

4. Under this arrangement Transportation Officers supported the Local Committee by evaluating bids to enable the Committee to decide which schemes should be implemented. Under this methodology the amount of money spent in each Parish/Town area varied from year to year, with some areas not having any money allocated.
5. It was decided to start moving towards a funding allocation methodology to reflect 'need' in each LAF/LCP area. This approach was used for evaluating scheme bids for the LAF's/LCP's in the Aylesbury Vale and Wycombe district areas to determine the works programme for 2009/10.
6. This 'needs based' methodology is now being rolled out for all LAF's/LCP's and will therefore also apply in Chiltern and South Bucks areas.
7. The methodology uses a weighted formula as a proxy to reflect need (population, road length, car traffic volume, HGV traffic volume and net customer satisfaction data in each LAF area).
8. The allocation of funding for 2010/11, arising from this methodology, is shown in Table A.

Participatory Budgeting:

9. In December 2007, the County Council was approached by the Department for Communities and Local Government to be one of the national pilots taking the Participatory Budgeting (PB) project forward and we accepted the invitation.
10. PB is a mechanism which brings local communities closer to the decision-making process around how budgets are spent. It gives people direct and clear choice about how funds are allocated in their local area, thus ensuring that their priorities are met. It is a flexible process and can be implemented in varying forms. PB aims to enhance participation in local democracy whilst ensuring the delivery of cost-effective local services.
11. It is intended to encourage all LAF's/LCP's to use the principles of PB when developing scheme bids for the delegated budget and the process describing how to do this is set out in Appendix 1.

Next Steps:

12. All LAF members are encouraged to start developing ideas for local highways/transport related schemes (for implementation in 2010/11) and embrace the principles of PB whilst doing this.

13. Bids should be submitted to the Transport Localities Team Leader (Chris Schwier, based at Amersham Area Office) by the 30 November 2009 using the process described in Appendix 1.

Table A

LAF/LCP Area	Funding for 2010/11	LAF/LCP Area	Funding for 2010/11
Beaconsfield	£25,000	Chepping Wye Valley	£23,138
Beeches	£23,819	High Wycombe	£36,047
Gerrards Cross	£23,716	Marlow	£29,294
Ivers	£26,111	Princes Risborough	£29,877
SB Area Total	£98,646	WYC Area Total	£118,356
Aylesbury	£21,341	Amersham	£26,459
Buckingham	£26,947	Chesham	£34,441
Haddenham	£22,252	Great Missenden	£32,324
Waddesdon	£23,202	The Chalfonts	£28,761
Wendover	£18,267	CH Area Total	£121,985
Wing & Ivinghoe	£31,190		
Winslow	£17,815		
AV Area Total	£161,014		

Guidance for Parish and Town Councils on Delegated Budgets incorporating principles of Participatory Budgeting for 2010-11

Purpose

In December 2007, we were approached by Communities and Local Government to be one of the national pilots taking the Participatory Budgeting (PB) project forward and we accepted the invitation.

PB is a mechanism, which brings local communities closer to the decision-making process around how budgets are spent. It gives people direct and clear choice about how funds are allocated in their local area, thus ensuring that their priorities are met. It is a flexible process and can be implemented in varying forms. PB aims to enhance participation in local democracy whilst ensuring the delivery of cost-effective local services.

To take this project forward, pilots were carried out in two Local Areas; Wendover and Chepping Wye Valley. A key aspect of the PB project is to ensure that local communities are more closely involved in the decision making process. We therefore want to ensure that parish and town councils are engaging their communities when putting forward 'bids' to BCC. Our aspiration is to move in a more sustainable and meaningful manner from limited involvement by local communities to high levels of active and direct participation by our residents and local Members in our decision-making processes.

This paper is to advise Parish and Town Councils of the decision to combine the principles of Participatory Budgeting (PB) into the future bidding process for Delegated Budget funding.

In all Local Community areas it is expected to roll out this advisory document in time for the next round of Local Area Fora due around September 2009

Background

Delegated budgets were originally established to allow Local Area Committees to make decisions on an allocation of funding for local highway and transport needs. Historically, the schemes have generally been of a highway nature and have been on publicly maintainable land or had become dedicated as publicly maintainable following completion of the scheme. Following the change from Local Area Committee to the introduction of Local Area Forums, the delegated budget has been split between the 19 Local Community Areas throughout the County, using a needs based assessment using technically weighted criteria.

The Local Area Forum (LAF) and Local Community Partnerships (LCP) Delegated Budgets, as they will now be known, have allowed Parish/Town Councils an opportunity to promote a scheme, which will add benefit to the local community which under normal circumstances, would not have received a high enough priority to be carried out as part of the Transport for Buckinghamshire annual programme. Any scheme that a parish or town council puts forward must be submitted through the Transport Localities Team Leader to the LAF/ LCP for consideration.

Annually, on receipt of the bids for Delegated Budget funding, all schemes are assessed by Officers and priorities considered and agreed by the LAF /LCP .Local Members form an active part of the Local Area Forums and Chair the meetings, to further enhance local democracy. Members are encouraged to engage with local Parish and District Councillors and other stakeholders to jointly develop schemes that satisfy both the needs of the County Council and the locality.

The rationale behind **this** proposal is to include the principles of Participatory Budgeting into this process. In doing so, as well as taking into account the technical aspects of a scheme, due consideration is given to social, economic and other equality criteria including the level of importance of a scheme to the local community. The outcome from this will be that we will provide the general public with a greater sense of participation in the budgetary decision making process.

Criteria for scheme bids

- a) Schemes bids should be supported by Parish/Town members and full details must be submitted in writing by the Parish Clerk to the Transport Localities Team Leader
- b) Parish/Town Councils are responsible for carrying out local consultation on proposed schemes to harness views of residents, councillors, officers, community groups, police and other public sector and voluntary organisations into a partnership around local needs, preferences and priorities. Evidence of this consultation should be included as part of the application for delegated budget.
- c) Scheme bids should only be considered for new works or improvements and preference will be given to those schemes which meet the needs of the community. Examples of previously successful schemes can be found at the end of Part 3 of the Submission Form
- d) Individual scheme bids must exceed the LAF/LCP budget allocation unless part funding arrangements are agreed.
- e) Scheme bids are assessed using the LAF /LCP Delegated Budget Scheme Assessment process (see Appendix 1) in order to prioritise them based on benefit to local communities and the needs of multiple and diverse groups.
- f) Scheme bids for the following financial year should be submitted before 30 November 2009 for agreement by the Local Area Forums in the January/February cycle. Beyond 2010-11, bids will need to be submitted by May for inclusion in the following financial year's programme.

- g) All scheme bids are assessed and reported to LAF / LCP meetings held in the last financial quarter for approval and implementation in the following financial year.

How to make a bid

Appendix A outlines criteria for the scheme, taking into account local circumstances and reflecting Participatory Budgeting principles. Parishes and Town Councils will be asked to complete Part 1 of the form. It is important to consult local communities as part of this process and include all supporting information to enhance your bid for Delegated Budget funding.

The technical assessment (part 2 of the form) will be completed by Transport for Buckinghamshire and will supplement the application process.

Local Area Forum Delegated Budget Scheme Assessment sheet

Part 1 - to be completed by Parish/Town Council

	PROVIDE DETAIL	POINTS SCORED (BCC TO COMPLETE)
Have local stakeholders and community leaders been engaged in the planning of this scheme? (Evidence required as part of the submission)		
Have the needs of different groups of people where relevant/appropriate been taken into account?		
Could the scheme result in an adverse effect on the local community? If so, is it justifiable or legitimate?		
Will this scheme increase equality between groups and/or make it more visible?		
Does the scheme actively engage and involve people from different backgrounds in the locality?		
Does the scheme bring groups and communities into increased contact with each other?		
Will this scheme help groups develop a sense of belonging and feel engaged in local budgetary decisions?		
Total (Max 2.0)		

Part 2 to be completed by Transport for Buckinghamshire Officer Only

Date.....

Scheme.....

Parish.....

Accessibility (tick boxes)

- | | | |
|---|--------------------------|-----------|
| Dropped kerbs – improved pedestrian access..... | <input type="checkbox"/> | (0.3 max) |
| New community footway..... | <input type="checkbox"/> | (0.2 max) |
| Improved access to schools..... | <input type="checkbox"/> | (0.1 max) |
| Improved access to local shops..... | <input type="checkbox"/> | (0.1 max) |
| Improved access to hospitals..... | <input type="checkbox"/> | (0.1 max) |
| Improved access to health care..... | <input type="checkbox"/> | (0.1 max) |
| Improved access to sheltered housing..... | <input type="checkbox"/> | (0.1 max) |

 TOTAL

Congestion

- | | | |
|---------------------------------------|--------------------------|-----------|
| Improved visibility..... | <input type="checkbox"/> | (0.4 max) |
| Improvement to on street parking..... | <input type="checkbox"/> | (0.3 max) |
| Remove carriageway obstruction..... | <input type="checkbox"/> | (0.3 max) |

 TOTAL

Environmental Issues and Impacts

- | | | |
|---|--------------------------|-----------|
| Reduce traffic speeds..... | <input type="checkbox"/> | (0.5 max) |
| Encourage walking, cycling or use of public transport | <input type="checkbox"/> | (0.5 max) |

 TOTAL

Road Safety Issues

- | | | |
|--|--------------------------|-----------|
| Potential for reducing collisions..... | <input type="checkbox"/> | (0.2 max) |
| Safe place to cross roads..... | <input type="checkbox"/> | (0.1 max) |
| Signs or line improvements/Village gateway feature.. | <input type="checkbox"/> | (0.1 max) |
| Lighting improvement..... | <input type="checkbox"/> | (0.1 max) |
| Vehicle Activated Signs..... | <input type="checkbox"/> | (0.1 max) |
| Provision of new footway..... | <input type="checkbox"/> | (0.1 max) |

 TOTAL

Maintenance Issues (- minus score)

- | | | |
|--|--------------------------|------------|
| Significant utility plant impact (> £1,000)..... | <input type="checkbox"/> | (-1.0 max) |
|--|--------------------------|------------|

 TOTAL

Note:

In each section the criteria are weighted and give a possible maximum score of 1.0. The higher the score, the greater the case of the schemes being implemented. A low score will mean that schemes do not rank as high priority. The maximum possible score for all sections is 4

Part 1 Scores

Total

LAF DB Assessment Score

 GRAND TOTAL

Part 3 – Scheme Record Sheet – internal use only

Scheme

Parish

Date

<i>LAF DB Assessment Score</i>

1. Scheme Outline

2. Engineering Difficulty

3. Quantities and design

4. Photographs and further details

5. Recommendations by BCC Officers

6. Outcome of scheme (including score) and recommendations to LAF and outcome from LAF as to where the scheme is in the current year.

Examples of schemes that have been approved in the past are shown here. This list is not exhaustive only indicative of successful bids.

- Bus shelter,
- New Street light
- Kerbing
- Provision of footway
- Vehicle Activated Signs
- Salt bins
- Dropped kerbs and accessibility improvements
- Parking areas



Report to BEECHES LOCAL AREA FORUM

Title: 'WE'RE WORKING ON IT' PROJECT - 2009/10

To: Beeches Local Area Forum

Date: 12 August 2009

Author & Contact Officer: Jim Stevens, Head of Transport for Buckinghamshire
01296 382420
jstevens@buckscc.gov.uk

Recommendations

1. Beeches Local Area Forum is recommended to **NOTE:**
 - The principles of the 'We're Working On It' project.
 - The 2009/10 programme timescales.
 - Members of the Beeches LAF are invited to identify suitable works to be considered for the Local Community gangs as part of the project during 2009/10 and liaise with the County Council Local Member and Local Area Technician on the specific details.
 - Members of the Beeches LAF will be encouraged to identify priorities for the plane and patch gangs later this financial year to assist the County Council Local Member and Local Area Technician determine the works programme for 2010/11.

Introduction

2. This report has been written to inform LAF members about the principles of the 'We're Working On It' project, funding and the type of work that can be carried out locally through this project and how LAF members can influence the work carried out.

Background

3. The "We're Working On it" project was initiated in 2008/09, following the County Council's decision to invest more resources into highway maintenance in response to local concerns and in order to make a real difference on the ground. The budget for this project in 2008/09 was £3.25 million (county wide) and this has increased by a further £0.95 million this

year (2009/10).

4. The project this year follows similar principles to those adopted last year and falls into three discreet elements. The three elements are road surface plane and patch, white lining and community gangs.
 - **Plane and Patch** – commenced in May and will be completed by October 2009. The work is being carried out in a wave of activity moving south to north through the County, dealing with potholes and road surface defects, prior to the onset of winter. The programme is set out in Table A below from which it can be seen that the plane and patch work in Beeches area has now been completed for this year.
 - **White Lining** – repainting white lines following on behind the plane and patch gangs and will be completed by October. Some work is being carried out overnight (at no additional cost) reducing the impact on the road network.
 - **Local Community Gangs** - the local community gangs carry out activities such as sign cleaning, hedge cutting and general tidying up work to improve the environment and street scene. There is one local community gang allocated to each district area (two in Aylesbury Vale) and they will be operating for the entire year.

Table A

LAF/LCP Area	Programme Date	LAF/LCP Area	Programme Date
Beeches	May	Great Missenden	July
Ivers	May	Chesham	July
Gerrards Cross	May	Wendover	July/August
Beaconsfield	May/June	Aylesbury	July/August
Amersham	May/June	Waddesdon	August
Chalfonts	May/June	Haddenham	August/September
Princes Risborough	June	Winslow	August/September
Chepping Wye Valley	June/July	Wing & Ivinghoe	August/September
High Wycombe	June/July	Buckingham	September/October
Marlow	June/July		

Funding:

5. The total budget for the 'We're Working On It' project for 2009/10 is £4.2 million. This pays for all plant, labour and materials associated with the three elements of the project.

3. The budget for the plane and patch work is sub allocated to each LAF area using a weighted formula as a proxy to reflect need in each area (a base allocation, population, road length and customer contacts).
4. The 2009/10 allocation of funding for the plane and patch work, arising from this methodology, is shown in Table B.

Table B

LAF Area	Funding	LAF Area	Funding
Beeches	£110,200	Princes Risborough	£112,000
Ivers	£94,600	Chepping Wye Valley	£102,800
Gerrards Cross	£90,400	High Wycombe	£134,400
Beaconsfield	£84,000	Marlow	£126,000
SB Area Total	£379,200	WYC Area Total	£475,200
Wendover	£90,400	Amersham	£105,400
Aylesbury	£139,400	Chalfonts	£92,600
Waddesdon	£82,800	Great Missenden	£89,000
Haddenham	£102,400	Chesham	£109,000
Winslow	£90,200	CH Area Total	£396,000
Wing & Ivinghoe	£120,200		
Buckingham	£124,200		
AV Area Total	£749,600		

12. The local community and white lining gangs are funded from within the total budget for the project. This pays for one local community gang allocated to each district area (two in Aylesbury Vale) for the entire year. The white lining gang is similarly funded, although this element of work will cease in October to coincide with the completion of the plane and patch work.

Identifying Work Priorities:

13. One of the main principles of the project is that work is identified by the County Council Local Member, working with the Local Area Technician and other stakeholders. In this way, the work carried on the ground will reflect local community needs and priorities.

Next Steps:

10. LAF members are encouraged to engage with the process of identifying work priorities for the local community gangs this year and communicate the specific details to the Local Member and Local Area Technician for the LAF area.

11. Please note that for the Beeches LAF the plane and patch gangs have completed their work for this year. However, any concerns and requests for highway maintenance or other related works (outside the 'We're Working On It' project) should be passed through to the County Council on 0845 230 2882 or discussed with the Local Area Technician for the area.
12. LAF members will be encouraged to identify work priorities for the plane and patch gangs towards the end of this year to assist the County Council Local Member and Local Area Technician determine the works programme for 2010/11. A further reminder will be given to the LAF later this year.

Local Area Technicians:

11. There are two Local Area Technicians responsible for the Beeches area. Zoe Ford is responsible for the area east of the A355 and up until very recently Martin Keneally was responsible for the area west of the A355. Martin Keneally has recently left the County Council and the appointment of his successor is imminent. Both Local Area Technicians are based in the Amersham area office and can be contacted on 0845 230 2882.