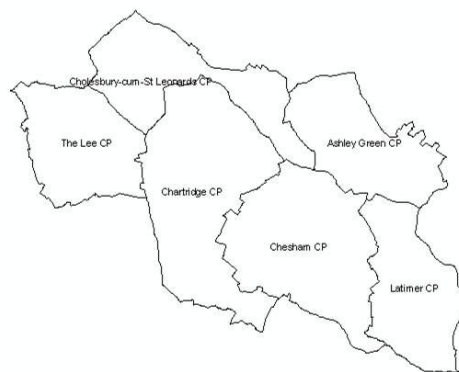


## CHESHAM LOCAL AREA FORUM



<b>DATE:</b>	2 December 2009
<b>TIME:</b>	7.30 pm
<b>LOCATION:</b>	Bellingdon and Asheridge Village Hall

### TRANSPORTATION DROP-IN SESSION WITH THE LOCAL AREA TECHNICIAN FROM 7.00 PM

## AGENDA

Item		Page No
<b>1</b>	<b>Apologies for absence / Changes in membership</b>	
<b>2</b>	<b>Declarations of interest</b> To declare any personal or prejudicial interests	
<b>3</b>	<b>Action Notes</b> To confirm the notes of the meeting held on 16 September and 13 October 2009.	<b>1 - 10</b>
<b>4</b>	<b>Question Time</b> 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. Please contact Alison Derrick on 01494 586635 or <a href="mailto:aderrick@buckscc.gov.uk">aderrick@buckscc.gov.uk</a> to submit your question.	
<b>5</b>	<b>Petitions</b>	
<b>6</b>	<b>Possible change of name for Chesham Local Area Forum</b>	<b>11 - 12</b>
<b>7</b>	<b>Discussion of Rights of Way current initiatives</b> Including <ul style="list-style-type: none"> <li>• Walk your local paths</li> <li>• Byways issues</li> </ul> Mike Walker, Group Manager, Rights of Way and Access	
<b>8</b>	<b>Delegated budget decisions - Positive Activities for Young People 2009/10</b> Report of Maureen Bruce, Senior Practitioner, Youth Service	<b>13 - 16</b>
<b>9</b>	<b>Delegated budget decisions - Local Priorities budget</b> Report of Alison Derrick, Locality Services Co-ordinator	<b>17 - 22</b>
<b>10</b>	<b>Development of Local Area Plans</b> Report of Alison Derrick, Locality Services Co-ordinator	

<b>11</b>	<b>Verbal Update on Amersham Hospital (if available)</b> Noel Brown	
<b>12</b>	<b>Formal Membership and Voting Arrangements</b> Report of Alison Derrick, Locality Services Co-ordinator	<b>23 - 26</b>
<b>ITEMS FOR INFORMATION</b>		
<b>13</b>	<b>Briefing Note re: Swine Flu preparations</b>	<b>27 - 36</b>
<b>14</b>	<b>Future Agenda Items</b> Members will be invited to propose future agenda items for consideration.	<b>37 - 38</b>
<b>15</b>	<b>Date of next and future meetings</b> 3 March 2010, 7:30pm, Chartridge Village Hall 23 June 2010, 7:30pm 29 September 2010, 7:30pm	

Democratic Services Contact: Helen Wailling, Tel 01296 383614, Email  
hwailling@buckscc.gov.uk  
Please contact me if you have any special requirements e.g. hearing loop

Agencies : Buckinghamshire County Council, Chiltern District Council, Ashley Green Parish Council, Chartridge Parish Council, Chesham Town Council, Cholesbury cum St Leonards Parish Council, Latimer Parish Council, The Lee Parish Council

**ACTION NOTES**

<b>MEETING:</b>	<b>Chesham Local Area Forum</b>
<b>DATE:</b>	<b>16 September 2009 7.34 pm to 8.49 pm</b>
<b>LOCATION:</b>	<b>Community Hall, Chesham Town Council, HP5 1DS</b>

<b>Present:</b>	John Axon (Ashley Green Parish Council), Alan Bacon (Chiltern District Council), Elaine Bamford (Chiltern District Council), Mohammad Bhatti (Buckinghamshire County Council), Patricia Birchley (Buckinghamshire County Councillor), Jane Bramwell (Chiltern District Council), Michael Brand (Buckinghamshire County Council), Chris Brown (Cholesbury-cum-St Leonards Parish Council), Noel Brown (Buckinghamshire County Council), John Ford (The Lee Parish Council), Chris Howell (Chartridge Parish Council), Joan Lherbier (Chartridge Parish Council), Merrin Molesworth (Chesham Town Council), David Natali (Ashley Green Parish Council), Keith Platt (Latimer Parish Council) and Nick Rose (Chiltern District Council)
<b>In Attendance:</b>	Mike Barber, Rebecca Carley, Alison Derrick, Eric Meek and Helen Wailing
<b>Apologies:</b>	Justine Fulford, Kerry Stevens and Graham Sussum

<b>Item</b>	<b>ISSUES RAISED</b>
<b>1</b>	<b>WELCOME AND INTRODUCTIONS</b>  For apologies please see above.
<b>2</b>	<b>AGREEMENT OF CHAIRMAN</b>  Mr Noel Brown was agreed as Chairman for the ensuing year.
<b>3</b>	<b>AGREEMENT OF VICE CHAIRMAN</b>  Mrs Elaine Bamford was agreed as the Vice-Chairman for the ensuing year.
<b>4</b>	<b>FORWARD PLANNING</b>  Members discussed items which they would like to see considered at future meetings. A separate meeting had been suggested on 13 October 2009 at 7pm, Cholesbury Village to discuss winter gritting, as the relevant officer was not able to attend tonight's meeting. Eric Meek (Group Manager Area Maintenance) said that the gritting route for the current year would be exactly the same as the previous year, but that if there were any proposals for further gritting these would be taken by Tim Fowler on 13 October. It was noted that in the following year the discussions about gritting should take place earlier in the year, e.g. at the April/May 2010 LAF meeting.  Members also requested that potholes, general drainage and community gangs be discussed on 13 October. Members agreed that the meeting should go ahead on 13 October with the requested items. Eric Meek would send a gritting list to all Parish Clerks at the earliest opportunity (well ahead of the meeting on 13 October).
<b>5</b>	<b>REPORT REGARDING FUTURE LOCALITY WORKING IN THE CHESHAM LOCAL AREA</b>  Members discussed the proposed constitution and terms of reference.

A Member asked what legal basis the Forum would have. Rebecca Carley, Locality Services Manager, told Members the following:

- Local Area Forums were convened by Buckinghamshire County Council (BCC) and all District Councillors and Parish Councils in the local area were invited.
- Decision-making mechanisms at Local Area Forums had been left open-ended. Most Local Area Forums operated on a consensual basis with local arrangements for voting.
- BCC had already agreed the allocation of some devolved budgets. The arrangements regarding budgets were the same as those in the Local Committee (now dissolved). The money remained with BCC until it was actually spent. Although officially the final decision on the budgets lay with the Head of Service (for legal reasons), BCC was keen to follow the guidance of the Local Area Forum on how the budget should be spent.

Members then made the following points:

- There was immense goodwill at BCC regarding the Local Area Forums, and following their guidance on how budgets should be spent.
- Amersham Local Area Forum had agreed a voting system of one vote per organisation. Would people coming in and joining the meeting have voting rights? (E.g. special interest groups).
- A positive way forward should be found, where a consensus approach was most usual. Chiltern Local Committee had only used its voting procedure twice in eight years. However the Local Area Forum did have a wider remit than the old Local Committee.
- Members should be in attendance as representatives of their authority, rather than delegates, and should have freedom to act.

Alison Derrick, Locality Services Co-ordinator, said that it was up to Members whether they invited other people to join the Forum and whether or not to give them voting rights. It was noted that the current model Constitution would not include ChAP as a core member, but that representatives could be invited to sit on the Forum as an outside body.

A Member from Chesham Town Council said that they had previously been told that they would have five votes at the Local Area Forum, and that each Parish Council would have one vote. However the Parish Councils were not aware of this suggestion, and expressed concern that a communication had been made with the Town Council about this. The Chairman apologised for this, and it was agreed that communication with members outside the meetings should be on the same basis for all organisations (i.e. with Town and Parish Councils equally). It was suggested that if the Forum proceeded with the proposal of five votes for Chesham Town Council, that there could be the incorporation of a veto. There was a strong feeling by the Parish Councils that each Town and Parish Council should have the same number of votes.

The following was also agreed:

- Members to give any suggestions for voting structure to Alison Derrick, with the aim being a positive structure where a consensus approach is most usual.
- Proposals for voting structure to be put in a short paper and circulated to Parishes at least 6 weeks before the next LAF meeting.

## **6 DELEGATED BUDGETS (NON HIGHWAYS) FOR 2009/10**

Members received the Report of Alison Derrick, Locality Services Co-ordinator.

Members:

- Noted the arrangements for devolved budgets 2009/10 as described in the report.
- Noted the need to establish a Local Area Plan in due course to support the prioritisation of expenditure.

	<p>Members were asked to send any ideas for PAYP funding and local priorities funding to Alison Derrick as soon as possible – the PAYP deadline being 30 September 2009 and the deadline for Local Priorities projects being 1 January 2010. Proposals for the use of funding would be discussed at the next meeting. Unspent funding could not be rolled over to the following year. Rebecca Carley said that in the following year there would be a much longer lead-in time for bids for funding to be made.</p> <p>Alison Derrick would develop a profile for the Chesham Local Area over the next few months. This would be based on information already held by the County Council and partner organisations and would include information about the work already carried out by Chesham Town Council and by ChAP.</p> <p>A Member suggested a scheme for the PAYP funding which would allow young people to use the 'Go Ape' facility in Wendover Woods.</p>
<p><b>7</b></p>	<p><b>DELEGATED BUDGET ( HIGHWAYS) FOR 2010/11</b></p> <p>Members received the Report of Jim Stevens, Head of Transport for Buckinghamshire, and noted the following:</p> <ul style="list-style-type: none"> <li>▪ The process for submitting projects for possible funding in 2010/11 through the highways/transport delegated budget.</li> <li>▪ That the delegated budget for highways/transport projects in Chesham area for 2010/11 will be <b>£35,292.25</b>.</li> <li>▪ That Participatory Budgeting will be included as part of the process.</li> <li>▪ That Members are invited to submit bids for schemes to Chris Schwier, Transport Localities Team Leader, Amersham Area Office by the 30 November 2009.</li> <li>▪ That all bids received will be evaluated and costed by Transport for Buckinghamshire and a full report presented to the Chesham LAF in January/February 2010 to enable the LAF to decide which schemes should be implemented in 2010/11.</li> </ul>
<p><b>8</b></p>	<p><b>"WE'RE WORKING ON IT "</b></p> <p>This items would be discussed at the special meeting on 13 October 2009.</p>
<p><b>9</b></p>	<p><b>DATES OF NEXT MEETINGS</b></p> <p>Next LAF - Wednesday 2 December at 7:30pm at Bellingdon and Asheridge Village Hall</p>



## ACTION NOTES

<b>MEETING:</b>	<b>Chesham Local Area Forum</b>
<b>DATE:</b>	<b>13 October 2009 7.00 pm to 8.53 pm</b>
<b>LOCATION</b>	<b>Cholesbury Village Hall</b>

<b>Present:</b>	John Axon (Ashley Green Parish Council), Mohammad Bhatti (Buckinghamshire County Council), Patricia Birchley (Buckinghamshire County Council), Nigel Blomfield (Cholesbury-cum-St Leonards Parish Council), Chris Brown (Cholesbury-cum-St Leonards Parish Council), Noel Brown (Buckinghamshire County Council) (Chairman), Joan Lherbier (Chartridge Parish Council) and Keith Platt (Latimer Parish Council)
<b>In Attendance:</b>	Alison Derrick, Tim Fowler, Eric Meek, Kerry Stevens, Helen Wailling and Louise Whitney
<b>Apologies:</b>	See below.

Item	ISSUES RAISED
<b>1</b>	<p><b>WELCOME / APOLOGIES</b></p> <p>Apologies for absence were received from Elaine Bamford (CDC), Michael Brand (BCC), Justine Fulford (BCC), Peter Jones (BCC) and Merrin Molesworth (Chesham Town Council).</p> <p>The Chairman thanked Cholesbury Parish Council for the welcome to Cholesbury Village Hall.</p>
<b>2</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were none.</p>
<b>3</b>	<p><b>WINTER MAINTENANCE REPORT</b></p> <p>The Forum received the Winter Maintenance Report.</p> <p>Tim Fowler (Area Maintenance Manager North, Transport for Buckinghamshire) told Members the following:</p> <ul style="list-style-type: none"> <li>• An extensive exercise had been carried out several years ago using a risk assessment matrix which scored roads in terms of traffic flow, gradient, collision record etc.</li> <li>• The 'cut-off' line for gritting was based on resources available.</li> <li>• There were 3300 km of roads in Buckinghamshire, and approximately 40% of these were salted each year on a precautionary basis (approximately 1375km).</li> <li>• Roads not falling into Priority 1 were placed in categories 2 or 3, depending on the matrix score. Roads in categories 2 or 3 were gritted only when there were prolonged periods of cold weather or snowfall.</li> <li>• A forecast was received daily from the Meteo Group, both for the next 24 hours and for the next 2-5 days.</li> <li>• There were also ten ice-monitoring sites in the County which provided real-time information.</li> <li>• Gritting was usually undertaken outside peak hours, as long as it was not urgent gritting (e.g. when rain was followed by a cold front).</li> <li>• Gritting of the 1375km of roads mentioned above was covered by 25 vehicles. The Chesham Local Area was serviced by both the Amersham Depot and the Aylesbury Depot.</li> </ul>

- Treatment took 2-2.5 hours per route, based on normal ice conditions.
- There had been changes to the regulations covering drivers' hours, and two drivers were now required for each vehicle (50 drivers were employed across the County).
- There had been national problems with gritting in the previous Winter. The severe weather has caused massive demand and the Government had intervened regarding distribution.
- Buckinghamshire had re-stocked its grit supplies in January 2009. However there had been no guarantee that there would be another delivery of grit, so BCC had decided to reduce the gritting of roads in Priority 1 and carry out gritting of A and B roads to ensure that they remained open.
- National recommendations recommended increasing the amount of grit in storage, and countywide salt stock had been increased by approximately 1,500 tonnes. The total county stock level was now in excess of 10,000 tonnes.
- 'Safecoat' grit had been used in recent years, which was coated in molasses. This type of grit was more effective as it did not migrate from where it was laid, thereby reducing the amount required.
- However under the new contract with Ringway Jacobs, a decision had been taken to change to 'Pre-wet' grit, which mixed salt and water at the point of delivery, and again would not migrate.

Members then asked questions, which are summarised below.

**What part can Local Area Forums play to influence the gritting programme?**

Feed any relevant information to BCC so that this information can be used when planning for next year and years following.

**Do you still provide salt bins?**

Bins are no longer provided free of charge. If a bin is requested, a charge is made and the location for the bin is vetted. Once the initial fee has been paid, BCC will continue to refill the bin without charge. There are c. 700 bins in the County, and also heaps of grit in more rural areas. A list of bins in the Chesham Local Area can be provided.

**How many accidents occurred on the roads last Winter?**

We are still awaiting the data from last year, but in the previous year there were 56 collisions. The majority of these were on roads which had been gritted, which indicates that gritting is not all-effective.

The data on collisions is from the Police. Ice is listed as a contributory factor, but might not be the main factor.

**Have you had claims made against BCC for collisions?**

Individuals can make claims. However we have a Winter Maintenance Plan in place which we would see as a defence against a claim. The irony is that if BCC did not grit any roads, it would not be open to any claims.

**Can you assure us that there will be no reduction in the number of routes being gritted this Winter. Also, there was a rumour last year that BCC sold grit to other authorities.**

The routes to be gritted have not changed fundamentally – there is one additional road to be gritted in the Chiltern District.

Another Local Authority did approach us last year about buying our grit, but we refused.

**In February 2009 you consulted on gritting at Chiltern Local Committee. However that was not followed up.**

We acknowledge that we could be better at consulting with Parish Councils. AS it stands, if additional roads are added to the gritting schedule, gritting of other roads would have to be reduced.



**The nearest frost monitoring station to Cholesbury is at Shardeloes. This cannot be accurate as it is much lower than Cholesbury. Chesham is recognized nationally as a frost pocket.**

There are two frost stations at Stokenchurch. Stokenchurch has a similar altitude to this area.

**How do you define a large village?**

200 dwellings or more.

**We were told that you do not supply piles of grit anymore.**

We stopped providing grit piles, as animals were eating the molasses and causing accidents. Now we are using the new 'Pre-wet' grit, we will reconsider this method of provision. Grit piles are not ideal as they can leach into the water table.

**If a route is used by school buses this route scores points on the gritting matrix. However BCC have chosen to use smaller vehicles (12-14 seats) for school transport in rural areas. These do not score on the matrix. Also if roads are not gritted, these smaller vehicles cannot operate. Can you look into this.**

This will be considered as part of discussions at the April 2010 LAF meeting. The implications for the whole County need to be considered.

**The map sent to Parish Councils of roads to be gritted is inaccurate in the Cokes Lane/Nightingales area.**

This will be amended and re-sent to all Members of the Forum.

**Will a printed leaflet be produced about gritting?**

Yes, and it is being distributed to Parish Councils.

**Do you work in partnership with Hertfordshire County Council to grit roads on the border?**

There is some joint work on cross-border roads, specifically the A41 (Aston Clinton bypass).

**Why did some grit disappear from bins last year?**

There was some theft of grit from bins, which was then sold on illegally.

#### **ACTIONS**

- Chris Schwier to send list of salt bins in the Chesham Local Area
- Timely feedback to be taken from members in future re: their views on gritting - April/May 2010
- Re-consider whether salt piles might be re-instated - Eric Meek
- Issue of size of school buses and roads to be gritted to be looked at again (criteria to be reviewed?) and reported in April 2010 - Tim Fowler
- Amended map of gritting routes to be sent out to all members, including BCC members (showing Cokes Lane/Nightingales Lane) - Chris Schwier

#### **4 LOCAL TRANSPORT PLAN 3 BRIEFING NOTE**

Louise Whitney, Policy Officer, took Members through a presentation on the Local Transport Plan 3.

Louise Whitney made the following points:

- The Local Transport Plan 3 (LTP3) would have a long-term, broad vision. It would not include individual schemes.
- LTP3 would be a 15 year Strategy (2011-2026) with a rolling 3-year Implementation Plan.
- LTP3 would not be reward-funded in the same way that LTP2 had been. However it could attract regional grants.
- Nine Local Transport Areas had been identified which were based on Local Community

	<p>Area boundaries.</p> <ul style="list-style-type: none"> <li>• Consultation was being carried out on three areas – LTP3 Objectives, Local Issues/Problems and Options to address problems.</li> <li>• An LTP3 pack would be sent to all Parish Councils by e-mail or by hard copy if requested.</li> <li>• Feedback could also be supplied via the BCC Website ('Have your Say' pages).</li> <li>• Information which had previously been gathered from Parish Councils would be included in the Consultation. However if things had changed, this should be fed back.</li> <li>• A full public Consultation would take place in Summer 2010.</li> <li>• An LTP3 Workshop would be held on 19 November 2009 at Chiltern District Council, following the LSP meeting. All Members were invited to attend this.</li> </ul> <p>A Member said that he was aware of proposals for speed corridors in Chesham, regarding lights at every junction, which would be inappropriate. The Member was pleased that no action had been taken on this.</p> <p>Chris Schwier said that the Chesham and Amersham Transport Strategy included priorities which would remain and which would be reviewed if funding was available. Air quality was an important issue, and traffic needed to be kept moving.</p> <p>A Member asked if LTP3 would include rail and bus travel. Louise Whitney said that it included all forms of transport.</p> <p>A Member of Ashley Green Parish Council said that Ashley Green had only two bus routes running through it, and that one of these had been cut with only 3.5 weeks' notice. The Member said that if delivery of a service ceased in this way, the requirements identified in the Local Transport Plan would become insignificant. Louise Whitney said that they were acutely aware that the Plan had to be realistic and deliverable. This would be ensured through the Implementation Plans.</p> <p>A Member asked about the bus service through Whelpley Hill which had been cut. The current status would be checked.</p> <p>Members also made the following comments:</p> <ul style="list-style-type: none"> <li>• Air quality was a top priority - residents in New Town were suffering from poor air quality.</li> <li>• The off-peak bus from Chesham to Watford had stopped running, which many young people had relied on to get to Watford College.</li> <li>• Chenies Village had also lost its only 'through' bus.</li> <li>• Transport to Stoke Mandeville Hospital was an issue.</li> <li>• Rural transport was a huge issue as 70% of Buckinghamshire was rural.</li> </ul> <p>Louise Whitney said that there was an ongoing rural bus review. All the comments made by Members should be fed into LTP3. A Bus Strategy would run alongside LTP3. Provision would always depend on budgets and commercial viability.</p> <p><b>ACTIONS:</b></p> <ul style="list-style-type: none"> <li>• Whelpley Hill bus - check whether the Service was actually stopped and whether it has now re-started – Chris Schwier</li> </ul>
5	<p><b>HIGHWAYS ISSUES</b></p> <p>The Forum received the Report on Highways Issues.</p> <p>Eric Meek (Area Manager South, Transport for Buckinghamshire) told Members the following:</p> <ul style="list-style-type: none"> <li>• Patching of roads was now very successful, and much bigger areas of road were being patched, rather than just filling in pot-holes. Up to 40% more patching had been obtained</li> </ul>

for the same cost.

- The Service was having to look at new ways of working to meet budgets.
- The new contract with Ringway Jacobs had brought in new ideas and technology.
- Brand new machines had been purchased for emptying gullies, which would record the location and condition of each gully, recorded on GI systems. Changes in condition could then be identified.
- There were over 70 000 gullies in Buckinghamshire, all of which could now be recorded.
- The Service was moving away from area budgets, to countywide budgets, with contractors being given countywide jobs, and therefore providing better rates.
- Total road enhancement programmes were being adopted, e.g. not just emptying the gullies, but also killing weeds, cleaning signs etc. This meant that traffic management systems only had to be used once for each road. This had been done recently in St Mary's Road, working in partnership with the Town Council. Close work was also ongoing with District Councils.
- In the current financial year every gully in the County would be cleared.

A Member asked what quality control was used for contractors, and said that the method for filling pot-holes sometimes seemed random. Eric Meek said that now that the client and contractor were all part of the same team, there was a lot to learn. About 50% of small jobs were checked. The aim was for 100% of work to be checked.

Long-term, a camera-operated system would be used, which would ensure quality control.

A Member said that their Parish Council had asked Transport for Buckinghamshire for a schedule of work, and had been promised this by July 2009. However it had not yet arrived. Chris Schwier said that it was taking longer than expected but should be available from April 2010. The Member asked if it would be possible to get a short-term list of work in the meantime. Eric Meek said that he would speak to the Member afterwards.

A Member said that they had eventually had speed limits put into their Parish. However the signage was taking longer. Eric Meek said that there was now a dedicated sign gang but that more traditional signs could take longer.

A Member said that there had not been a village sign for Asheridge at the North side for five years. Eric Meek said that he would follow this up.

A Member asked if there would be sub-contractors. Eric Meek said that Transport for Buckinghamshire would self-deliver as much as possible.

A Member asked about the materials used on roads. Eric Meek said that the same material was being used, but in thicker layers.

A Member of Latimer Parish Council said that they had been told that they would receive a Gang Report, but that it had not arrived. Chris Schwier said that the system had taken a long time to put in place, but was now set up. The Report should go to the Parish Clerk a week after the work was carried out.

Members also identified the following specific issues:

- Missing Belisha beacon in St Mary's Way
- Standing water outside Waitrose
- Blocked gullies by Latimer Bridge

Eric Meek said that these would be looked into, as well as the issue of signage in Cholesbury and Asheridge.

Schedule of work to be sent to Parishes - prob April 2010 - EM

6

**DATE OF NEXT MEETING**

2 December 2009, 7:30pm, at Bellingdon and Asheridge Village Hall (Transportation drop-in session from 7pm)

AOB

Kerry Stevens (Head of Service Provision, Adult Social Care and Lead Officer for the Chesham Local Area) asked members for their views on the voting structure for the Forum.

Members said the following:

- Some Members did not envisage a vote ever taking place.
- Collective issues should be addressed by the Forum, rather than parochial issues.
- Each Parish/Town Council should supply only one representative, who would therefore have more 'air time' at the meeting.
- A formula idea for voting was not the right way to address the issue.
- Party politics should not be brought into the Forum. Parish Councils were apolitical.
- Chesham Town Council should not have 5 votes (3 votes etc. could be debated, but should be avoided).
- Parish Councils felt that the 'goalposts had been moved,' which had created suspicion.

Kerry Stevens thanked Members for their views.

## Report to Chesham Local Area Forum

**Title:** Possible change of name for Chesham Forum

**To:** Chesham Local Area Forum

**Date:** 2 December 2009

**Author  
&  
Contact Officer:** Alison Derrick, Area Co-ordinator  
01494 586635  
[aderrick@buckscc.gov.uk](mailto:aderrick@buckscc.gov.uk)

### Purpose of report

1. Members are invited to **consider** if they wish to change the name of the Local Area Forum, from "Chesham Local Area Forum", to another, more appropriate name.

### Background

2. At the inaugural meeting of Chesham LAF on 16 September 2009 Members were asked to **note** the purpose of Local Area Forums and the proposed constitution for the Local Area Forum
3. Members were asked to **agree** that in future nominated representatives from Ashley Green, Chartridge, Cholesbury-cum-St Leonard's, Latimer and The Lee Parish Councils, Chesham Town Council, Buckinghamshire County Council and Chiltern District Council should meet as a fully constituted Local Area Forum (LAF).
4. Members were further asked to **consider** whether they wished to change the name of the Forum to something which better represented the full range of communities from which the LAF was drawn.
5. Since this discussion did not take place on 16 September it has been suggested that the issue be placed on this agenda to allow for a debate on the subject.



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## **Names for consideration**

6. In most LAF areas a “shorthand form” name was coined at the start of the Locality working process in order to identify the general area to be covered by the LAF. However, in a number of areas, following discussions with LAF members, a more appropriate name which better describes the range of areas covered has now been adopted,
7. It is acknowledged that it is unlikely that any name, that does not include the name of all constituent communities, will be ideal. However any name that does include the name of every community is likely to be too long and cumbersome.

The following ideas have been suggested as a starting point for discussions

- Chesham, Ashley Green, Chess Valley and Hilltop Villages
- Chesham, Ashley Green, Chess Valley and Ridges
- Chesham and Chiltern Villages

8. The LAF is invited to discuss these suggestions and to agree one of these suggestions or an alternative name, for future use.

**- Report ends -**

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## Report to Chesham Local Area Forum

**Title:** Positive Activities For Young People (PAYP) Devolved Budget

**To:** Chesham Local Area Forum

**Date:** 2.12. 2009

**Author & Contact Officer:** Maureen Bruce, Senior Practitioner, [mbruce@buckscc.gov.uk](mailto:mbruce@buckscc.gov.uk)

*(amended in light of emerging information by Alison Derrick)*

### Recommendation

Chesham Local Area Forum is **recommended to approve** the eligible applications received for the PAYP budget within its area.

### Introduction

1. This paper describes the eligible applications received for this delegated budget and invites the LAF to approve the recommendations made by the Youth Service regarding bids in the Chesham Local community area.

### Background

2. A key element of the Locality Strategy 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:
  - Agreeing priorities for the LAF local area plan
  - Shaping service delivery
  - Taking devolved decisions
3. In response to this, £95,000 (£5000 per LAF) of PAYP Budget administered by Youth Services has been devolved to Local Area Forums. The Chesham LAF was advised of this provision in an earlier report.

### Context and strategic and local priorities

4. The current mission statement for the Service focuses on the drive to raise life chances for all young people in Buckinghamshire. “The Service will enable, promote and encourage the social,



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cultural, moral, emotional, spiritual and physical development of young people and thereby provide opportunities for them to contribute to their local communities and to society as a whole”.

### **Eligible applications within or serving the Chesham local area**

5. Due to the timing of two events for which bids had been made, it was decided that there was good reason for the Head of Community and Youth Involvement to take a view on these bids in advance of the LAF meeting being held. The details of these bids are as follows.

### **Midnight Ice Skating Trip (Chesham Youth Club members) at Alexandra Palace in December 2009**

6. Details of bid – The senior group at Chesham Youth Club wanted to include the annual Midnight Skating event at Alexandra Palace in their winter programme this year. The young people are keen to see the speed skaters perform at the end and show of their own skills. This is an event just for Hertfordshire, Bedfordshire and Bucks young people encouraging social interaction of different youth groups as well as physical activity. The young people will also receive information about services available to their age group. The event takes place on 4 December starting at 10pm and lasting 7 hours in all of which 4 hours will be skating. Transport on the Youth Bus will cost approx £176 and the entrance fee is £7 per person. On the assumption of 40 young people attending, the cost will be £456.

**The bid for £456 was recommended** by the service as being value for money and meeting the PAYP criteria, and it was approved by the Head of Service.

### **Sound studio Sessions @ Chiltern View Children’s Home in Chesham**

7. Details of bid: - “Sound Out” is a project focused in developing self esteem, expression and confidence in young people through music production and recording. Working towards a CD outcome participants learn how to create and produce music, write lyrics, and about recording techniques. The young people have a chance to develop their social and personal skills, expressing and discussing emotional and behavioural needs and issues through their own stories and experiences and performances. This project gives them an attractive outlet to communicate but also develops their own options through a creative process. The project will start in November and take place over 4 months at the Chiltern View Children’s Home and the Sound Studio in High Wycombe. It is anticipated that Sound Studio will work with 16 young people over 4 months (approx 10 sessions per young person lasting about 3 hours). This project ideally needed to start in November in order to be able to run the number of sessions planned.

This application was recommended by the service and the amount of **£2,000** approved by the Head of Service.

### **Bids for LAF discussion / approval**

8. **Nexus/ CDC** - Bid for Street football, moped maintenance, leisure card membership and i-Van consultation of young people in Hawridge & Cholesbury, Ashley Green, The Lee, Chartridge and Latimer (funded by CDC)

Detail of bid – to provide:

- Street football to 30 participants for 1.5 hrs per week for 10 weeks
- Moped maintenance for 10 young people, for 1.5 hrs per week for 8 weeks
- Leisure cards for any young person aged 14+ to access their local leisure centre.

Action: I would recommend that the following projects be granted as they are projects that come under the PAYP criteria: Street Football and Moped Maintenance

The Leisure card does not fit into PAYP criteria.

I would recommend a grant for Street Football of £350 for the hire facilities and a contribution from the young people towards the transport costs should be asked for.



I recommend that £200 be given for transport costs for those young people coming from the Pond Park area and £300 for those young people coming from the Waterside area. **Total: £850.00**

I would recommend the following grant for the Moped Maintenance course of **£400**

As part of the overall project CDC will fund a consultation using i-van in five village communities at a cost of £2000

### 9. 2204 Chesham & Amersham Squadron Air Training Corps

Details of bid - the Air Training Corp are looking for funds to broaden the training programme to include First Aid, Radio Communications, Flight Stimulator, DoE.

Action: I would recommend that the following grant of **£375** be awarded (on the basis that this group have also successfully applied to the Amersham LAF for £375)

### 10. Chesham Youth Council and Chesham Town Council Anti Graffiti Project within the Skate Park

Details of bid – A bid for £1500 to carry out anti-graffiti project on Chesham Lowndes Park skate park. Artists and young people will create a mural to tackle defacement of skate park. Work to involve 10 – 20 young people to be carried out during February half term / 2-3 days work over 2 weekends.

Action: I would recommend **£1,000** be granted as I do not think there are sufficient participant hours to be awarded the full grant.

### 11. Chesham Sea Cadets Trip to Malta

Detail of bid: Chiltern Sea Scout Unit No 78 based in Chesham have been invited to visit Malta in February 2010 by the Sea Scout movement there. The Sea Scout unit in Chesham expect the scouts to gain a rich cultural reward from the visit, broadening of horizons their and the creation of greater self esteem. In terms of specifics the trip will provide great opportunities to study the naval history of Malta, in particular. At the time of bidding the Sea Cadets hoped that approximately 15 cadets (approx £280 per cadet) to take up the opportunity (plus staff). The Sea Scouts estimate the total cost will be £5600. However at the time of bidding only 12 cadets and 4 members of staff had expressed their intention to take part.

PAYP will not pay for staff to attend. The Sea Cadets had also applied to the Ken Denham Trust in Amersham which has agreed to fund two young people (£560). An application by one of the cadets to the Youth Bank for £3500 to cover flights and accommodation has also been successful. Clarification has been sought in terms of further funding needs.

On 25 November it was confirmed by the Sea Cadets that all the necessary funding had now been received and there was no longer a need for funding to be sought from the LAF.

### 12. Summary of bids

<b>Midnight Ice skating – Chesham Youth Club</b>	<b>£456 – approved by HoS</b>
<b>Sound Out – Chiltern View Children’s Home</b>	<b>£2000 – approved by HoS</b>
<b>Nexus/ CDC - Street football, moped maintenance</b>	<b>£1250</b>
<b>2204 Chesham &amp; Amersham Squadron Air Training Corps – training courses</b>	<b>£375</b>
<b>Chesham Youth Council and Chesham Town</b>	<b>£1000</b>

<b>Council Anti Graffiti Project</b>	
<b>Chesham Sea Cadet – trip to visit Malta Sea Cadets</b>	<b>£0</b>
<b>Total</b>	<b>£5081</b>
<b>Overspend</b>	<b>£81</b>

### **Positive Activities for Young People Budget**

PAYP funding is received by Buckinghamshire County Council as a direct grant with clear objects attached. The PAYP budget can only be used for activities, staffing, an event/activity or small items of equipment relevant to young people aged 13-19.

The availability of the Local Area Forums' PAYP budget has been widely promoted within the local area.

The County Council's Youth Services will promote the availability of funding, assess all applications for eligibility and evaluate the merit of the application and then make recommendations to the Forum. Ineligible applications will not go forward to the LAF for consideration.

Advised by recommendations from Youth services, the LAF will be invited to prioritise schemes where more than one application has been made.

In the event that forum does not allocate all of the available funding, the LAF's allocation will be returned to the Youth Service and used for other purposes within the local area.

## Report to Chesham Local Area Forum

**Title:** Local Priorities Funding  
**Date:** 2 December 2009  
**Author and Contact Officer:** Alison Derrick, Locality Services Coordinator  
Tel: 01494 586635

### Summary

1. This report relates to four recommended proposals, totalling £6025, for the Chesham LAF's Local Priorities devolved budget of £8,000 for 2009/10:

Pond Park – Hivings Church Hall Youth project	<b>£1200</b>
Contribution to leisure passes for vulnerable young people	<b>£500</b>
Good Neighbour scheme	<b>£4000</b>
Contribution of 10% of activities budget for activities towards marketing for Nexus/ CDC youth activities in Chesham	<b>£325</b>
<b>Total</b>	<b>£6025</b>

### Local Priorities budget

2. This budget can be used for any purpose which supports local community priorities and the well-being of the area identified by the Local Area Forum (LAF) through its local area planning process. As Chesham LAF has not yet drawn up its Local Area Plan, it will have to rely upon the common priorities in parish plans and other forms of consultation until we have established the LAF's own clear priorities for the local area.
3. Chesham Local Area Forum Members should therefore note that in 2009/10 the proposals have been assessed against local priorities taken from parish or town plans and the Service Excellence event.
4. In 2010/11 and for future years, proposals will be evaluated against the priorities set by the Chesham Local Area Forum in its planning process.



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5. This report focuses on eligible proposals only.
6. The budget must be spent on expenditure relating to this financial year.

### **Eligible proposals received**

#### **o Hiving Church Hall Youth Project**

7. Pond Park includes the whole of Chiltern District Council's Ridgeway Ward and parts of the Vale and Asheridge Wards; and mainly within the County Council's Chesham Northwest Division. It was one of four areas targeted by local authorities under a Public Service Agreement in 2001. The specific target relating to Pond Park under the PSA agreement was to increase community participation in voluntary and community groups.
8. An independent community association has been established to serve the interests of local residents and this is still supported via a multi agency approach (which includes the three local authorities, the local Free Church, Paradigm Housing, the police, and local schools). Some smaller self interest groups have also emerged from within the local community itself and these currently cater for mums and toddlers, older people, adult learning & environment interests.
9. However, locally organised youth provision at this time is limited to activities after school and in the holidays, provided only from time to time by Chiltern District Council & Nexus Community's "Sportzone" programme. This offers mainly organised football on Marston Field, which is a local open space, and occasional trips to Chesham Leisure Centre. Some young people attend Chesham youth club.
10. The Pond Park Community Association has priorities for its own work, chief amongst which is the provision of a community building to provide for those activities not already accommodated, including organised indoor youth activities. A number of options continue to be explored, including the possible greater community use of Hiving Free Church hall. A sustainable long term way forward is likely to be agreed by a multi agency Pond Park Community Centre Development Group, by April 2010.
11. According to observations made by local PCSOs and the Nexus/CDC youth diversionary activities officer it has become clear that some local young people would benefit from more regular and locally provided diversionary activities. A particular group of between 12 and 30 young people (some of whom are "excluded") do not engage nor are they are likely to engage with any mainstream youth provider e.g. the Chesham youth club which, they feel, are not accessible to them due to the distance from the youth club and the topography of Pond Park, sitting on top of a long steep hill.
12. The Hivings Free Church in Pond Park has a new pastor who brings with him extensive experience in working with such challenging young people. Reverend Samuel Owoo has, with the agreement of the church, begun the process of engaging with these particular young people and now wishes to provide a weekly youth club in the church hall for them. The BCC youth service outreach worker will be invited to support the project. CDC, Nexus, the police, Paradigm Housing, and specialist agencies such as Addaction, who deal with young people and substance abuse, are already supportive. The Neighbourhood Inspector for Chiltern District has written a letter specifically supporting this bid. Many of the activities being planned are leisure pursuits, and some will offer learning outcomes. Participants will be expected to adhere to a good behaviour code at the club. Club members will be required to contribute to transport costs incurred for trips to the leisure centre, etc for activities which cannot be provided in the church hall.

### **Financial Projection for Hiving Church Hall Youth Project November 2009 – March 2010.**

<b>Costs:</b>	£
Contribution to church hall running costs:	200.00
Sports equipment	150.00
Mobile floodlights (after school football)	800.00
Art equipment	100.00
Sound system	200.00



18. The intention behind these schemes is to reduce isolation/ exclusion/ loneliness / anxiety; to provide a link / social bond between younger & older community members and to allow individuals to remain independent.

In order to take account of issues around rural isolation, the Locality Services team have asked that every effort be made to develop the scheme outside as well as within the urban area. In previous discussions Kerry Stevens, the Lead Area Officer for Chesham area, has extremely supportive of projects that develop work begun as part of the Building Community Capacity project, outside the urban area.

19. Adult Social Care are looking for pump priming funds of around **£4,000** from the LAF.

There would likely be a later bid of similar amount to enable the continuance and development of the scheme, though by promoting community attachment & fundraising it is hoped that the service could become locally sustainable.

In the areas of Chesham and Haddenham & Long Crendon funding from the Building Community Capacity Project can also be drawn upon to enhance the service in these areas.

20. Age Concern is on board, though actual delivery would need discussion about resources and capacity. Adult Social Care indicates that in most LAF areas £4000 will go some way but not necessarily all the way towards funding the project. However the areas of Chesham and Long Crendon would be supported further from another pot enabling some guarantee of delivery in these areas.

21. Much of the delivery will be reliant on local community response and interest and it may take a little while to identify local volunteers to take project forward. However the involvement of Age Concern, now a provider of befriender support, means that this service could be remodelled if existing volunteers are willing and able to develop their roles. Previous discussions also lead the service to hope that the Red Cross might be prepared to get involved.

22. In other Bucks areas this money will be pump priming the establishment and development rather than perhaps actual delivery.

○ **Contribution towards marketing of PAYP activities in Chesham area**

23. Nexus/ CDC have made a bid for PAYP funding to provide youth activities. The Community and Youth Engagement service have recommended schemes to a cost of £1250 from PAYP and CDC are making £2000 contribution to i-van. However Community and Youth Engagement did not recommend that any contribution be made to the marketing/ promotion of these activities from the PAYP budget.

It is felt by the bidders that to run these events without any marketing risks wasting any investment in them, therefore it is suggested that the LAF consider allocating **£325** from the Local Priorities budget to promotion of PAYP activities.

**Summary of eligible and recommended proposals**

- 24, These applications have been considered by Rebecca Carley, Locality Service Manager, and Alison Derrick, Locality Services Coordinator, who are recommending these proposals for funding

Pond Park – Hivings Church Hall Youth project	<b>£1200</b>
Contribution to leisure passes for vulnerable young people across the community area	<b>£500</b>
Contribution of 10% towards marketing of PAYP youth activities	<b>£325</b>
Good Neighbour scheme	<b>£4000</b>
<b>Total</b>	<b>£6025</b>

23. The Locality Services Co-ordinator is actively working on other projects which might be suitable for funding from the remaining £1975 in the Local Priorities budget. Ongoing discussions with Town, Parish and District council colleagues and via them with the Chesham Action Partnership may elicit some “quick wins” that might be funded and delivered before the end of March 2010. Members of the LAF will be kept informed of any progress.
24. **Recommendation:** For the Members of the Chesham Local Area Forum to agree the funding from its Local Priorities Budget 2009/10. Monies are allocated subject to satisfactory completion of the work before 31 March 2010 and proof of expenditure. The LAF contribution should be acknowledged in any publicity with regard to the proposals.

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### **Background Papers**

[Copies of the applications may be viewed on the night of the meeting on 2 December 2009]





## Report to Chesham Local Area Forum

**Title:** Formal Membership and Voting Arrangements

**To:** Chesham Local Area Forum

**Date:** 2 December 2009

**Author & Contact Officer:** Alison Derrick, Locality Services Co-ordinator

01494 586635  
aderrick@buckscc.gov.uk

### Recommendation

1. Chesham Local Area Forum is invited **to discuss** and **to agree** its formal membership and voting arrangements

### Introduction

2. The overriding principle is that wherever possible, decision-making at LAFs should be by common agreement.
3. In practice, the more established LAFs rarely vote. When voting takes place, it is usually a straw poll to test out opinion at a large meeting where not everyone can speak rather than being a formal vote.
4. If the LAF insists on formal voting, the following are options that are used in different LAFs across the County, that Chesham LAF members can take into consideration when reaching a decision on its own arrangements.



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## Options

### 5. “Model” constitution

A vote for each formal member of the LAF i.e.:

- All County and District Councillors for the Local Community Area.
- One representative per parish. (Typically the parish rep will be a parish councillor)

Plus

- Anyone one else that the LAF chooses to invite into membership e.g. community or residents groups. The Council’s policy (Full Council July 2008) is to encourage LAFs to engage as widely as possible although membership by any such groups is at the LAF's discretion.

In Chesham that would mean:

- 4 County Councillors
- 12 District Councillors (2 vote as County Cllrs) – it is unlikely all would attend, but possible.
- 1 vote per parish/town Council i.e. 6 votes

So if all attended from this list above, this would mean a maximum of 22 votes.

Additional organisations e.g. TVP and ChAP could be invited as non voting participants or as voting members. No LAFs presently have voting members outside of County, District and Parish councils, although outside organisations are represented.

Buckingham; Haddenham and Long Crendon; High Wycombe, Wendover and Winslow LAFs all work on the basis of one vote per parish or town council.

### 6. “Weighted voting” approach - *this was proposed at the first meeting of the LAF on 16 Sept 16<sup>th</sup> by Chris Howell (Chartridge PC). It acknowledges the population size of Chesham town whilst ensuring that the parishes will not be overwhelmed at the LAF by the town council presence.*

- 5 votes to rural parishes (i.e. one vote each)
- 5 votes to be allocated to Chesham Town – to be distributed by the CTC e.g. shared with the ChAP
- 4 County Councillors
- 12 District Councils (but 2 vote as County Cllrs) – it is unlikely that all would attend but possible.

So if all attended from this list above, this would mean a maximum of 24 votes.

Plus

SW Chilterns, Princes Risborough, Chepping Wye, Greater Aylesbury and Gt Brickhill, Wing & Ivinghoe LAFs use versions of this approach – i.e. the number of votes per parish/town council determined by the relative population sizes of the parishes.

## **7. “Amersham” model**

One vote per organisation rather than one vote per County/District councillor.

- 1 vote per parish
- 1 vote for Town Council
- 1 vote for District Council - be “shared” by the 12 District Councillors. The voting Member to be nominated by the Leader of Chiltern District Council
- 1 vote for BCC - to be “shared” by the 4 County Councillors. The Chairman will not be the usual voting member since the Chairman will have a casting vote in case of deadlock
- If all votes were cast this would mean a maximum of 8 votes, plus a possible 9<sup>th</sup> if the Chairman used a casting vote

## **8. Other comments**

- With regard to County and District councillors, a twin or triple hatter only gets one vote, therefore a parish might choose to appoint someone other than a district/county councillor as their representative.
- Where a councillor is both a County and District councillor, it is expected they will exercise the vote as a County Councillor. Likewise, a district councillor who is a district and parish councillor is expected to exercise the vote as a District Councillor.
- With respect to County Council decisions, the LAF decision is advisory with the final decision resting with the appropriate Head of Service. A Head of Service decision not to follow the LAF’s advice would require a report back to the LAF/LCP.
- To avoid any confusion if a formal vote is ever be required, it will be important that each voting organisation nominates a named person(s) and substitute(s) who can cast their vote.

## **9. Views expressed so far on these options**

Discussions between Kerry Stevens and parish council representatives from Ashley Green, Cholesbury-cum-St Leonards, Chartridge and Latimer on 13 October 2009 indicated overwhelming support for a system where the same number of votes is allocated to each 3<sup>rd</sup> tier authority – i.e. one vote to be allocated to each Parish and one to Chesham Town Council.

Other comments included:

- Collective issues should be addressed by the Forum, rather than parochial issues.
- Some Members did not envisage a vote ever taking place
- If each Parish/Town Council supplies only one representative, each would have more ‘air time’ at the meeting maximising the change for good discussion.
- A formula idea for voting was not the right way to address the issue.
- Party politics should not be brought into the Forum. Parish Councils were apolitical.
- Chesham Town Council should not have 5 votes (3 votes etc. could be debated, but should be avoided).


Comments sought from Chesham Town Council at the Council meeting on 16 November resulted in the suggestion of Chesham Town having 3 votes and the rural parishes having

one each, but the Town or any parish being at liberty to let a voluntary body such as ChAP to use this vote, if they so wished.

- 10.** In the absence of an agreed resolution regarding the voting protocol, decisions can only be made by common agreement. In the absence of common agreement, decisions will be made by the Chairman and Vice Chairman, acting in the best interests of the local area

**- Report ends -**

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Buckinghamshire **NHS**  
Primary Care Trust

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# H1N1 / Influenza virus (Swine Flu)

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Chief Executive Ed Macalister-Smith  
Chair Stewart George



Buckinghamshire **NHS**  
Primary Care Trust

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## Currently at WHO Pandemic Level 6 – for H1N1

A pandemic occurs when a new virus emerges or re-emerges which is:

- Markedly different from previous/currently circulating flu strains
- Easily passed between people
- Causes illness in high number of those infected (high clinical attack rate)
- Spreads widely because few people have immunity

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Chair Stewart George



## Seasonal 'flu vs Pandemic 'flu

### 'SEASONAL' FLU

- Occurs every year during the winter
- Affects up to 10% of the population
- The very young, the very old and people with certain chronic illness are most at risk
- Annual vaccination available
- Antiviral drugs available for those at risk
- Less severe

### PANDEMIC FLU

- Occurs about 3 times each century – at any time of the year
- May affect up to 35% of the population. Over 20% may seek medical care
- People of every age may be at risk
- No vaccine available initially
- Antiviral drugs may be in limited supply
- More severe

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## Current H1N1 Clinical Picture

- Incubation period 1-4 days, max 7 days
- Infectious for 4-5 days
- Possible to show no symptoms but be infectious e.g. in children
- Sneezing or coughing droplets spread up to 1 metre
- Direct and indirect contact, virus can survive on hard surfaces up to 24 hours

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## Who would be affected?

ALL the population is at risk - however the most severe is likely to be amongst:

- The elderly
- Fit young adults
- People with chronic diseases
- Long –stay residential care home residents



## Health Economy Pandemic Flu Plans

All plans based on National Framework (Dept of Health)

- Bucks PCT has led planning across health economy
- Worked with all partner agencies
- In annual assessment by Dept of Health the PCT achieved 93% compliance with framework – we are well prepared for current situation



## Coordination within Bucks during a pandemic

- Multi agency Bucks Health Emergency Planning Group – chaired by the PCT
- Buckinghamshire PCT responsible for coordinating planning of response for Buckinghamshire
- During Pandemic Flu Bucks PCT will lead the health response.
- Daily multi agency meetings
- Daily reporting to the Strategic Coordinating Group at Thames Valley
- Reporting goes eventually to the Cabinet Office

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## Current priorities

All organisations must review their current service Business Continuity Plans. Ensure they are ready for the “surge”

- Respond to and plan using any new Guidance
- Put in place additional training for key staff
- Review infection control arrangement to protect staff
- Ensure Communications Plans are robust, ready to inform clients/patients of any potential changes to services
- Prepare staff and client groups for a pandemic

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Chair Stewart George





## Infection Control messages – to reduce spread

- Always cover your mouth and nose with a tissue when coughing and sneezing
- Disposing of dirty tissues away quickly and carefully
- Maintaining good basic hygiene, for example washing your hands often with soap and warm water to reduce the spread of the virus from your hands to face, or to other people
- Cleaning hard surfaces, such as door handles, often and thoroughly using a normal cleaning product.

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Chair Stewart George



## Make preparations now

We are asking the public to:

- Confirm a network of flu friends (friends and relatives) who would be able to collect antivirals and other medicines along with other supplies as necessary so that you would not have to leave home and possibly spread the virus
- Know your NHS Number and those of other family members. Keep them in a safe place. It is not essential to have your NHS Number in order to receive treatment, but it can help NHS staff to find your health records.
- Have a thermometer and enough cold and cough remedies at home, in case you or your family get swine flu.

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Chair Stewart George



## National message to reduce demands on the NHS - 1

Emphasis on self care

- **Do not go to the GP surgery or A&E**
- Contact the National Pandemic Flu Service which is a self-care service which will give people with pandemic swine flu symptoms fast access to antiviral medication.
- Have a **flu friend** to collect anti-viral medication from Collection Point
- **Stay at home** to avoid spreading the virus.

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Chair Stewart George



## National message to reduce demands on the NHS - 2

Contact your doctor directly rather than using the National Pandemic Flu Service if:

- you have a serious existing illness,
- you are pregnant,
- you have a sick child under one year of age,
- your condition suddenly gets much worse, or
- your condition is still getting worse after seven days (five for a child).

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## Current situation

- The number of cases in England continues to decrease
- The majority of cases continue to be mild. There is no sign that the virus is changing. It is not becoming more severe or developing resistance to anti-virals
- The NHS continues to focus on preparing for a potential second wave.
- The Antiviral Collection Points in Buckinghamshire are continuing to operate from the two designated community pharmacies. With plans for further pharmacies to open as necessary, that will cover the whole of Buckinghamshire.

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## Antiviral Collection Points

**The ACPs are not treatment or assessment centres.**

**Members of the public who have not gone through the National Pandemic Flu service, and therefore do not have a unique reference number, should not visit an ACP.**

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## Antiviral Collection Points

### Salisbury ACP:

Morrisons Pharmacy  
Station Way  
Aylesbury  
HP20 2HX  
Mon – Wed, 12pm – 7.30pm  
Thurs – Fri, 12pm – 8.30pm  
Sat, 10am -5.30pm  
Sun, 11am – 2.30pm

### Wycombe ACP:

Lansdale Pharmacy  
208 Desborough Road  
High Wycombe  
HP11 2TE  
Mon - Sat, 8.30am – 8pm  
Sun, 10am – 4pm

**There are at present plans for further  
Pharmacies to open as necessary  
throughout the whole of Buckinghamshire**

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## Vaccination

- Licences for vaccines expected early Oct
- Earliest start for vaccination programme: Mid-October
- Priorities to receive vaccine:
  - Those age 6 mths to 65 yrs in current seasonal flu at-risk groups
  - All pregnant women (subject to licensing conditions on trimesters)
  - Household contacts of immuno-compromised individuals
  - Those age 65+ in current seasonal flu clinical at-risk groups plus

(the above will be called up through their GP)

– Frontline health and social care workers – (these will be called up via Bucks PCT and BCC)

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Chair Stewart George



## Further Information & Advice

- H1N1/Swine Flu [www.direct.gov.uk/pandemicflu](http://www.direct.gov.uk/pandemicflu)  
Information **0800 1513 513**  
Treatment **0800 1513 100**
- NHS Direct [www.nhsdirect.nhs.uk](http://www.nhsdirect.nhs.uk) **0845 46 47**
- Bucks PCT [www.buckspct.nhs.uk](http://www.buckspct.nhs.uk)



**Suggested items for forward plan for 2010/11**

**3 March 2010**

Confirmation of highways delegated budget schemes for 2010/11  
Feedback from parishes on winter maintenance arrangements in 2009/10 and discussion of gritting routes for winter 2010/11  
Ratification of local priorities (outcome from local priorities workshop) to form basis of local area plan  
Confirmation of delegated budgets 2010/11  
Contribution of 3<sup>rd</sup> tier to Emergency Planning / community resilience  
Report from local Neighbourhood Action Groups/local police in current work

**23 June 2010**

Update on allocation of non transportation delegated budgets 2010/11  
Update on developments in Social Care e.g. Self Directed Support  
Local Involvement Network (LiNK)  
Provision of emergency services (ambulance and fire service) to rural communities  
Community First responders  
Update on action taken on Local Priorities

**29 September 2010**

Development of mobile services – Library services and other  
Adult Social Care services – Update on Building Community Cohesion project  
LTP3 Update on progress  
Allocation of remaining delegated budgets 2010/11

**Special meetings/ workshops can be convened if appropriate for specific issues**

**LAF members are invited to suggest items for future agendas or workshops**

