

## GREATER AYLESBURY LOCAL AREA FORUM



<b>DATE:</b>	6 October 2008
<b>TIME:</b>	7.00 pm
<b>LOCATION:</b>	Rm 1-02, Aylesbury College, Oxford Road Campus, Oxford Road, Aylesbury

### AGENDA

Item		Page No
<b>1</b>	<b>Confirmation of Chairman</b> To confirm the appointment of the Chairman of the Forum.	
<b>2</b>	<b>Appointment of Vice-Chairman</b> The Vice-Chairman to be a District Councillor	
<b>3</b>	<b>Apologies for absence/changes in membership</b>	
<b>4</b>	<b>Declarations of Interest</b> To declare any personal or prejudicial interests	
<b>5</b>	<b>Action Notes</b> To confirm the notes of the meeting held on 8 September 2008.	<b>1 - 6</b>
<b>6</b>	<b>Question Time</b> In future 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.	
<b>7</b>	<b>Petitions</b> None received	
<b>8</b>	<b>Future of Locality working in Buckinghamshire</b> (i) To receive report (a) County Council Resolution reported on 10 July 2008  (ii) To receive report (b) on the Terms of Reference  Background information can be accessed through the following link:-  <a href="http://www.buckscc.gov.uk/moderngov/ieListDocuments.asp?CId=107&amp;MId=2493">http://www.buckscc.gov.uk/moderngov/ieListDocuments.asp?CId=107&amp;MId=2493</a>	<b>7 - 16</b>
<b>9</b>	<b>Date of Next and Future Meetings</b> The next meeting was provisionally set for Monday 10 November. The Forum is asked to consider this date and to set dates for 2009.	

## **Members**

Mary Baldwin, Bucks County Council  
Jenny Bloom, Aylesbury Vale District Council  
Ashley Bond, Aylesbury Vale District Council  
Maria Butler, Aylesbury Vale District Council  
Sue Chapple, Aylesbury Vale District Council  
Bill Chapple OBE, Bucks County Council  
Paul Hughes, Aylesbury Vale District Council  
Jenny Hunt, Stoke Mandeville Parish Council  
Niknam Hussain, Bucks County Council  
Tuffail Hussain, Aylesbury Vale District Council  
Chester Jones, Bucks County Council  
Steve Kennell, Bucks County Council  
Raj Khan, Bucks County Council  
Steven Lambert, Coldharbour Parish Council  
Jacqui Mallard, Aylesbury Vale District Council  
Pam McCord, Coldharbour Parish Council  
Ian McGibbon, Watermead Parish Council  
Steven Mitchell, Aylesbury Town Council  
Steve Patrick, Aylesbury Vale District Council  
Joan Poole, Aylesbury Vale District Council  
Jennifer Puddefoot, Aylesbury Vale District Council  
Brian Roberts, Aylesbury Vale District Council  
Freda Roberts MBE, Bucks County Council  
Brian Robson, Bierton with Broughton Parish Council  
Joanna Rose, Weedon Parish Council  
Sue Severn, Watermead Parish Council  
Alan Sherwell, Aylesbury Vale District Council  
Denise Summers, Bucks County Council  
Ranjula Takodra, Aylesbury Vale District Council  
David Thompson, Aylesbury Vale District Council  
Penelope Thorne, Aylesbury Vale District Council  
Andrew Tipping, Stoke Mandeville Parish Council  
Keith Turner, Aylesbury Vale District Council  
Chloe Willetts, Bucks County Council

Democratic Services Contact : Katy MacDonald, Tel 01296 383604, Email  
kmacdonald@buckscc.gov.uk  
Please contact me if you have any special requirements e.g. hearing loop

Partner Agencies: Thames Valley Police, Bucks Fire and Rescue, Buckinghamshire PCT.

**ACTION NOTES**

<b>MEETING:</b>	<b>Greater Aylesbury Local Area Forum</b>
<b>DATE:</b>	<b>8 September 2008 8.00 pm to 10.00 pm</b>
<b>LOCATION</b>	<b>Aylesbury Fire Station, Stocklake, Aylesbury (changed from Aylesbury Vale District Council Offices, because of a power cut which occurred at 7pm)</b>

<b>Present:</b>	Bill Chapple OBE (Bucks County Council), Keith Gray (Coldharbour Parish Council), Jenny Hunt (Stoke Mandeville Parish Council), Chester Jones (Bucks County Council), Steve Kennell (Bucks County Council), Pam McCord (Coldharbour Parish Council), Steven Mitchell (Aylesbury Town Council), Steve Patrick (Aylesbury Vale District Council), Joan Poole (Aylesbury Vale District Council), Brian Robson (Bierton with Broughton Parish Council), Joanna Rose (Weedon Parish Council), Sue Severn (Watermead Parish Council), Alan Sherwell (Aylesbury Vale District Council), Glyn Thomas (Watermead Parish Council) and Andrew Tipping (Stoke Mandeville Parish Council)
<b>In Attendance:</b>	Freda Ackroyd, Diana Amies (AOTRA), Graham Aylett (Thomas Hickman's Charity), Nigel Brooke, Ann-Marie Davies, Clare Gray, Bob Gregory, Madeleine Howe, Katy MacDonald, Steve Orchard, Ian Reed and Keith Wheeler
<b>Apologies:</b>	Mary Baldwin, Paula Buck, Sue Chapple, Neil Gibson, Paul Hughes, Anne James, Clifford Marshall, Tony Nicholson, Colin Perrottet and Freda Roberts MBE

<b>Item</b>	<b>ISSUES RAISED</b>
<b>1</b>	<b>CONFIRMATION OF CHAIRMAN</b>  Steve Patrick, District Councillor chaired the meeting for the evening but the confirmation of Chairman for the ensuing year has been deferred to the next meeting.
<b>2</b>	<b>APPOINTMENT OF VICE-CHAIRMAN</b>  This item was deferred to the next meeting.
<b>3</b>	<b>APOLOGIES FOR ABSENCE/CHANGES IN MEMBERSHIP</b>  As listed above.
<b>4</b>	<b>DECLARATIONS OF INTEREST</b>  There were no declarations of interest.
<b>5</b>	<b>QUESTION TIME</b>  There were no public questions.  A Parish Council representative asked how the Local Area Forums will be publicised. The Senior Local Area Co-ordinator reported that as this was the inaugural meeting of the Local Area Forum, constitutional issues were still being considered. However, future meetings would be advertised through the use of posters, to be put on Town/Parish Council noticeboards as well as notices in local newspapers and community/parish newsletters.  <b>Action: Ian Reed</b>

6	<p><b>REPORT SUBMITTED TO COUNTY COUNCIL ON THE FUTURE OF LOCALITY WORKING IN BUCKINGHAMSHIRE</b></p> <p>This item was discussed in conjunction with item 7.</p>
7	<p><b>TERMS OF REFERENCE</b></p> <p>Steve Orchard, Programme Manager Getting Closer to Communities tabled two reports; the first report provided information on the revised Getting Closer to Communities (GC2C) Strategy, the second report provided information on the proposed terms of reference. During his introduction to the report the following points were noted:-</p> <ul style="list-style-type: none"> <li>• This was the first formal meeting of the Greater Aylesbury Local Area Forum since the constitution of the Local Area Forums at Full Council meeting in July 2008.</li> <li>• An amendment had been made to the resolution at Council to authorise the Deputy Leader to make minor changes to the terms of reference of LAFs/LCPs in the light of the operation of the Forums.</li> <li>• The County Council, District Councils and Parish Councils have been asked to appoint representatives to attend these meetings. Invitations have also been sent to Bucks Fire and Rescue Service, the Thames Valley Police Authority, the Primary Care Trust and the voluntary sector as partners of the Council.</li> <li>• Inclusion of appropriate wider groups as Forum Members will need to be the subject of local determination. This is consistent with the principles of GC2C about freedom and flexibility to meet local needs. An inclusive approach will be adopted to build a collective ownership of service delivery.</li> <li>• There are 3 clear functions of the LAFs/LCPs; setting priorities for the area, empowered decision making with funding, taking action on community issues.</li> <li>• In the initial phase, the Chairman will be a County Councillor with the Vice-Chairman normally being a District Councillor. The intention is to move to rotating chairs in subsequent phases, for example, where a District Council also devolves functions and budgets to the LAFs/LCPs.</li> </ul> <p>During discussion Parish Councillors asked for clarification on the following points:-</p> <ul style="list-style-type: none"> <li>• Membership issues – A representative explained that their Parish was on the edge of the Greater Aylesbury Local Area Forum and that they adjoined two LAFs. There was flexibility for other neighbouring Parish Councils to attend but he was unclear what their member status would be if they were not assigned to that LAF area. He particularly expressed concern about the involvement of Bucks Association of Local Councils (BALC) in membership issues which was set out in the terms of reference.</li> </ul> <p>The representative expressed concern that not all Parish Councils were Members of BALC and therefore they should have no role in this process. A number of other PC representatives agreed with this statement. It was pointed out that membership issues and the involvement of BALC was a suggestion only and Buckinghamshire County Council has taken no action on this point. He then asked for further clarification on support for LAFs as it was proposed in the terms of reference to ask partners to share the costs of the Forums (e.g officer support, provision of meeting rooms) and he considered that this was not appropriate for Parish Councils who had no mandate to contribute to running costs. In response it was noted that Councils could offer their village halls/meeting rooms free of charge or alternatively could raise money through a precept. A representative asked that the sharing of costs be removed from the report for clarification, except for the hiring of village halls.</p> <ul style="list-style-type: none"> <li>• A question was asked on what the appropriate number of Parish Council representatives should be. GC2C Programme Manager reported that the rationale behind the paragraph on</li> </ul>

	<p>membership was to allow flexibility to allow LAF's to set the number of PC representatives.</p> <ul style="list-style-type: none"> <li>• Concern was expressed that Parish Council views had not been taken into account during the consultation period on the Locality Strategy, particularly in relation to how Parish Councils were formally consulted. Parish Councils had a right to be consulted. Parish Councils had a right to be consulted as an elected body.</li> <li>• A PC representative commented that some of the Parishes included in the Greater Aylesbury LAF were quite rural, they wanted to ensure that their voice would be heard. Each LAF was a public meeting but if there was a cross boundary issue then the Parish Council could attend and at the discretion of the Chairman, speak to the meeting.</li> <li>• A District Councillor emphasised the importance of improving local involvement in decision making and the need to empower Parish Councils which was in the spirit of the LAF.</li> <li>• The Forum discussed the wider agency membership. Reference was made to the representatives attending on behalf of the Thomas Hickman Charity and Old Aylesbury Residents Association. It was agreed there were other agencies that may benefit from attending the meeting such as VAHT (Vale of Aylesbury Housing Trust) or Vale Volunteers. Different representatives may attend depending on the specific agenda item. A representative reported that any organisation that has any influence should be welcomed to the Forum to attend and observe the discussions.</li> </ul> <p>Other Comments Made</p> <ul style="list-style-type: none"> <li>• The legal responsibility for monetary allocations devolved by either the County Council or District Council is devolved to the relevant Head of Service.</li> <li>• The Forum could make a difference by working in partnership and focusing on issues on the table.</li> <li>• The terms of reference would be reviewed after one year at the County Council meeting.</li> </ul> <p>It was agreed that an additional meeting be organised for October (date to be agreed outside the meeting) (with the normal meeting still being held in November). There was a request for clarification on membership and voting issues and also its role, in particular level 1/Level 2 issues and how it relates to the Neighbourhood Action Groups. Members noted that the Forum would evolve over time.</p> <p style="text-align: right;"><b>Action: Ian Reed</b></p>
<p><b>8</b></p>	<p><b>ACTION NOTES</b></p> <p>The Action Notes of the Workshop Meeting of the Forum held on 14 July 2008 were agreed as a correct record.</p>
<p><b>9</b></p>	<p><b>KEY ISSUES FOR THE FORUM</b></p> <p>Fire and Rescue Service and Local Area Forums</p> <p>A presentation was given by the Bucks Fire and Rescue Service which can be located via the following link: <a href="http://modern.gov/Published/C00000622/M00003303/AI00006293/FirePresentation.pdf">http://modern.gov/Published/C00000622/M00003303/AI00006293/FirePresentation.pdf</a> and covered the following issues:-</p> <ul style="list-style-type: none"> <li>• Vision</li> <li>• Organisation</li> <li>• Understanding community risks</li> <li>• Pressures and realities</li> <li>• Proposed objectives</li> <li>• Potential prevention schemes</li> <li>• Integrated Risk Management Plan (IRMP)</li> <li>• Summary and contacts</li> </ul>

	<p>Their website can be found at <a href="http://www.bucksfire.gov.uk">www.bucksfire.gov.uk</a></p> <p>During discussion the following points were highlighted:-</p> <ul style="list-style-type: none"> <li>• There was a leaflet on home fire safety checks and smoke alarms, which are provided free of charge.</li> <li>• The poster on inconsiderate parking shows how some fire engines find it difficult to reach their destination because of poor car parking along narrow roads. The Fire Service had no enforcement powers and had to rely on the goodwill of the public. Parish Councils asked for a copy of the poster so that they could add it to their noticeboards. <b>Action: Parish Councils/Fire Service Partnership Manager</b></li> <li>• The consultation on the IRMP was highlighted.</li> </ul> <p>The Forum discussed future items and noted that each LAF would establish a forward plan of items which would assist in the preparation/submission of reports. The Forward Plan would be published on the internet and would be a general forward plan of corporate issues but also include individual issues for each Forum. The following issues were suggested:-</p> <ul style="list-style-type: none"> <li>• Planning and licensing and making small environment improvements</li> <li>• The Waterside development.</li> <li>• The procedure for petitions - the representative commented that he still had not received a response to their petition on a bypass for Bierton. <b>Action: Anne Marie Davies</b></li> </ul> <p>The suggestions above would be added to the Forward Plan. <b>Action: Katy Macdonald</b></p>
<p><b>10</b></p>	<p><b>MATTERS RAISED BY AYLESBURY TOWN COUNCIL</b></p> <p>At the last meeting a workshop session was held to explore how the Forum could operate more effectively to develop joint working. The Chairman introduced three areas which could be considered by the Forum. He suggested these areas as solutions could be found by working together with the resources each partner had to offer. He suggested the following:-</p> <ul style="list-style-type: none"> <li>• Queens Park Centre – this is an art centre in Aylesbury which was fundraising for their freehold premises and also had property issues which needed to be resolved.</li> <li>• Cars for sale – where cars are left on highway verges or roundabouts and are advertised for sale</li> <li>• Britain in Bloom – the recent award received by Bletchley Town Council was a significant award as it created an environment that boosts the economy and a place where people want to live and work.</li> </ul> <p>During discussion the following points were made:-</p> <ul style="list-style-type: none"> <li>• How to prioritise which parts of the voluntary sector are supported.</li> <li>• Parish Councils had no funding to support it financially but could use their influencing skills.</li> </ul> <p>It was agreed that one item should be focussed on and discussed at a future meeting.</p>
<p><b>11</b></p>	<p><b>PETITIONS</b></p> <p>There were no petitions.</p>

**12**

**DATE OF NEXT AND FUTURE MEETINGS**

An additional meeting to be organised in October [date now set for 6 October at 7pm at Aylesbury College].

The following meeting will be held on Monday 10 November.





## County Council Resolution

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**Greater Aylesbury  
Local Area Forum**

**06 October 2008**

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### **Purpose of Report.**

- (a) To **inform** Greater Aylesbury Local Area Forum (LAF) of the County Council RESOLUTION made on 10 July 2008 regarding the revised GC2C Strategy.
- (b) Members of the Local Community Partnership are asked to **note** this report (see link)  
<http://www.buckscc.gov.uk/moderngov/ieListDocuments.asp?CId=107&MId=2493>  
and the agreed County Council resolutions (11) see attached and, are invited to **discuss** how the items can be effectively used in this local area.

### **Background**

#### **Local Committees**

1. In 2000 Buckinghamshire County Council established 4 Local Committees, one for each District Area. Initially these Committees focused on Transportation and environmental issues and replaced the former Road Safety Consultative groups. Participants are County Councillors, District Councillors, Parish Councils and other partner bodies including some voluntary sector service providers. Over the course of the last 8 years both Buckinghamshire County Council and Wycombe District Council Committees have worked effectively together. Additionally other partners have placed items on agendas and promoted presentations and consultations at all 4 Local Committees.
2. Constitutionally the four Local Committees were advisory although the County Council has made an annual Capital sum of £125K per Local Committee available for local Transportation and environmental use. The committee role is to advise the Head of Transportation on appropriate schemes and projects and wherever possible suggestions/schedules of schemes have been accepted and work implemented. The budget responsibility has however, remained with the Head of Transportation.

## **Area Working (19 areas of Buckinghamshire)**

3. Over the last 2 years the localism agenda has developed both nationally and locally. The County Council, through its Getting Closer to Communities Programme has explored service delivery and participation in consultation at a more localised level. 19 areas have been identified for the County, 7 in Aylesbury Vale and 4 in each of Wycombe, Chiltern and South Bucks District Areas.

This area concept was included within the Pathfinder documents which formed part of the successful bid to Government, jointly submitted by the County Council and the 4 District Council partners.

5. For some time now a number of County Council members have held cluster group meetings with parishes in their divisions and found that this “sub-district” arrangement has helped develop a sense of local identity. County Council members, holding these cluster meetings, have also included District colleagues and other public service providers. The Local Community Partnership concept (see below) rationalises and formalises this sort of meeting.

## **Proposal**

### **Local Area Forums (Local Community Partnerships) - Consultation and Development**

6. Earlier this year (2008) a consultation document “Buckinghamshire Locality Strategy” was widely circulated. This included a paper on establishing “Local Area Forums: A Framework for Consultation”. The consultation sought views on a comprehensive partnership approach to local area working. The draft strategy has five, interlinked aims:

- Community Leadership
- Community Engagement
- Services that meet Community Need
- Local Access
- Joined Up Service Delivery

7. The proposals included the formal establishment of 19 Local Area Forums/ Local Community Partnerships (building on existing forums) aligning to the 19 areas of the county. This concept accords with the Level 2 in Community Engagement work stream of Pathfinder and allows promotion of locality working countywide. The Forums would have a core Terms of Reference and some key functions, the clear expectations would be that they evolve to meet the different needs of the 19 local areas. The consultation document suggested that the 4 Local Committees would cease and 19 Local Area Forums develop during the next 12 months.

8. The County Council at its meeting on 10 July 2008 agreed the attached 11 recommendations.

9. In the Wycombe District Area the meetings will be known as Local Community Partnerships to reflect the pilot work of the Pathfinder Programme. (see 7 above).

### **Conclusion**

10. The decision to establish Local Area Forums/Local Community Partnerships builds on the success of the Local Committees and is a further evolution in locality working (cross LAF/LCP or whole District meeting is still be possible). It is recognised that we need to record and preserve the benefits that have come from the Local Committees, whilst embracing the additional benefits that a more local approach can bring. Clearly, Local Area Forums/Local Community Partnerships will need time to evolve and to establish a wider partnership base and the management of topics to other forums the LSPs, in particular, will need to be addressed.



## Council Meeting - 10 July 2008

The following resolution was passed:

1. To approve the revised GC2C strategy and the Organisational Requirements for delivery.
2. To continue discussions with all partners about the development of the Buckinghamshire Locality Strategy as the Local Strategic Partnership approach to:
  - Empowering communities
  - Delivering better outcomes for residents
  - Preparing for the Comprehensive Area Assessment
  - Localised delivery of the Local Area Agreement
3. To undertake further work with local councils to develop a better understanding of the relationship with the county Council and how we can support their fundamental roles as the most local tier of community representatives.
4. To replace Local Committees with Local Area Forums on a phased basis and to amend the Constitution accordingly.
5. To approve the Terms of Reference, Constitution and Working arrangements for Local Area Forums.
6. To replace the Local Committees with Local Area Forums in Aylesbury Vale and Local Community Partnerships in Wycombe Districts from 1 September 2008.
7. To defer the replacement of the Local Committees in Chiltern and South Bucks to allow further discussions to take place to try to identify an agreed way forward, but to permit the establishment of one or more LAF's in those Districts where there is support for this.
8. To authorise the Leader and Deputy Leader to make changes to the arrangements for Local Area Forums in Chiltern and South Bucks on the basis of further discussions within those areas.
9. To authorise the Deputy Leader to make minor changes to the terms of reference of Local Area Forums, in the light of the operation of the forums, in consultation with those forums.
10. To request the Head of Legal and Democratic Services to bring forward recommendation for any minor amendments to the Constitution resulting from these decisions, which will then come to full County Council for discussion and approval.
11. To undertake a review of the operation of Local Area Forums and report to the Council on progress in 12 months time, taking into account the results of the Pathfinder Pilots in Wycombe and Aylesbury Vale.



## Terms of Reference

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**Greater Aylesbury  
Local Area Forum**

**06 October 2008**

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### **Purpose of Report.**

- (a) To **inform** Greater Aylesbury Local Area Forum (LAF) of the contents of the proposed LAF/LCP terms of Reference (including Constitutional and Operating Arrangements)
- (b) Members of the Local Area Forum are asked to **note** this report and are invited to **discuss** elements of the Terms of Reference (including and Operating Arrangements) that are open for LAF decision.

### **Background**

1. The County Council at its meeting on 10 July agreed, as part of the report (appendix F), GC2C a draft CONSTITUTION (including TERMS OF REFERENCE AND OPERATING ARRANGEMENTS)
2. There are elements of these documents that are specifically related to individual LAFs/LCPs and some items will require discussion and agreement by each LAF/LCP. These items include attendance at LAFs/LCPs by local stakeholders.
3. A presentation of the document and its contents will be made at the first LAF/LCP in each area (from September 2008 onwards) and members will be invited to discuss the contents and feedback their views via the minutes of the meeting. Any comments and observations will be used to inform any future reviews of LAF/LCP arrangements.
4. Where appropriate recommendations regarding attendance (3 above) specific to each LAF/LCP will be noted and added to the document specific to that LAF/LCP.

- 5 Allocation of representatives - on the size of population and the make-up of the parish areas it is suggested that the parish representation be based on the number of parish wards as follows:

Aylesbury Town Council	-	3 Representatives
Coldharbourn Parish Council	-	2 Representatives
Watermead Parish Council	-	2 Representatives
Quarrendon Parish Council	-	2 Representatives
Weedon Parish Council	-	1 Representative
Stoke Mandeville Parish Council	-	1 Representative
Bierton with Broughton Parish Council	-	1 Representative
Hulcote Parish Council	-	1 Representative

- 6 The LCP is invited to identify any member organisations it considers would benefit from working with it.
- 7 Delegated Budget Scheme 2009/10 - Greater Aylesbury allocation is to be advised
- 8 Appended to the report is an extract from the report submitted to the Full Council meeting on 10 July 2008 which sets out three broad roles for LAFs. The LAF is invited to discuss its potential role.

The LAF will be invited to discuss schemes later in the year



**EXTRACT FROM FULL COUNCIL MEETING ON 10 JULY 2008.**

**D FUNCTIONS OF LOCAL AREA FORUMS**

9 The GC2C Strategy sets out three broad roles for LAFs:

- **Local Community Planning:** shaping responses to the needs of the local area
- **Empowered Local Decision Making:** within the delegated functions and delegated budgets
- **Influencing and taking action on local issues**

10 Based on these broad roles, the functions of the LAFs are set out in the Table below:

<b>LOCAL AREA FORUMS – FUNCTIONS</b>	
<b>1</b>	<p><b>Setting Priorities for the Area</b></p> <ul style="list-style-type: none"> <li>• To develop, as the basis for collective action, a shared understanding of local issues and priorities for improving the quality of life of the area.</li> <li>• To agree a Local Community Plan for the area, which reflects local priorities, the delivery of County and District Community Plans and the Local Area Agreement within the area.</li> <li>• To oversee the effectiveness of public services within the community area in meeting local needs, informed by residents’ feedback, and to recommend changes to service policy as appropriate.</li> <li>• To consult and 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. <i>(Note: examples of this would be waste, major development proposals, school closures).</i></li> </ul>
<b>2</b>	<p><b>Empowered Decision Making with Funding</b></p> <ul style="list-style-type: none"> <li>• To take decisions on matters devolved* from the County Council, District Council and other partner organisations, including town and parish councils.</li> <li>• To take decisions on budgets allocated* by the County Council, District Council and other partners. <i>(*Note: this will be subject to negotiation with Services and partners)</i></li> <li>• To <b>inform</b> the relevant organisations on changes to the allocation of funding in the local community area to more effectively meet local needs</li> </ul>

### 3. Taking Action on Community Issues

- To oversee community engagement\* in the area, to co-ordinate local consultation events, to promote and extend community empowerment in the area and to ensure feedback on issues raised. (*\*Note: this is defined as levels 1 and 2 in the Community Engagement Pathfinder project*)
- To refer issues of local concern to the relevant organisation or partnership for attention, to monitor action and negotiate the resolution of issues.
- To undertake a local scrutiny role on service policy, performance or issues of local concern\*, including co-option onto local **overview and scrutiny committees** for specific reviews and dealing with **Councillor Calls for Action** and local petitions. (*\*Note: the local scrutiny function will need to be exercised proportionately and with regard to the programme of Overview and Scrutiny Committees to avoid duplication*)