

THE MISSENDENS LOCAL AREA FORUM



DATE:	28 October 2009
TIME:	7.30 pm
LOCATION:	Little Kingshill Baptist Church Hall, Windsor Lane, Little Kingshill

AGENDA

Item		Page No
1	Apologies for Absence / Changes in Membership	
2	Declarations of Interest To declare any personal or prejudicial interests	
3	Action Notes To confirm the notes of the meeting held on 29 July 2009.	1 - 4
4	Petitions <ul style="list-style-type: none"> • Reports on petitions presented at meeting held on 17 June 2009. • Children's Centre petition and discussion with officers and Cabinet Member 	5 - 22
5	Question Time There will be a 20 minute period for public questions. Members of the public are encouraged to submit their questions in advance of the meeting to facilitate a full answer on the day of the meeting. Questions sent in advance will be dealt with first and verbal questions after. Please contact Alison Derrick on 01494 586635 or aderrick@buckscc.gov.uk to submit your question.	
6	Voting Arrangements for the Local Area Forum	
7	Delegated Budget decisions - Positive Activities for Young People	23 - 32
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REPORTS FOR INFORMATION		
10	Local Transport Plan 3 - A Briefing Note	41 - 44
11	2010-11 Bids for Highway Delegated Budgets Report from Jim Stevens	45 - 56
12	We're Working On It Report from Jim Stevens	57 - 60

13	Swine Flu Update - A Briefing Note	61 - 70
14	<p>Date of Next and Future meetings All meetings commence at 7.30pm</p> <p>Wednesday 27 January 2010 at Prestwood Village Hall Wednesday 7 April 2010 at Hyde Heath Village Hall Wednesday 14 July 2010 at Chadwick Hall, Holmer Green Village Centre Wednesday 20 October 2010 at Great Missenden Memorial Centre</p>	

Members

Patricia Birchley, Buckinghamshire County Council
Pat Blackwell, Little Missenden Parish Council
Robert Burns-Green, Chiltern District Council
Julia Burton, Chiltern District Council
Mike Colston, Buckinghamshire County Council
Mark Cunnane, Great Missenden Parish Council
Graham Feltham, Little Missenden Parish Council
Andrew Garnett, Chiltern District Council
Les Giles, Little Missenden Parish Council
Roger Gooding, Great Missenden Parish Council
Brenda Gover, Great Missenden Parish Council
Ian Harvey, Little Missenden Parish Council
Leslie Hodgkinson, Chiltern District Council
Peter Jones, Chiltern District Council
David Schofield, Buckinghamshire County Council
Elizabeth Stacey, Chiltern District Council
Bob Swayne, Chiltern District Council

Democratic Services Contact : Kelly Sutherland, Tel 01296 383602, Email
ksutherland@buckscc.gov.uk
Please contact me if you have any special requirements e.g. hearing loop

Agencies : Buckinghamshire County Council, Chiltern District Council, Great Missenden Parish Council, Little Missenden Parish Council, Thames Valley Police, Buckinghamshire Fire and Rescue, Buckinghamshire PCT

ACTION NOTES

MEETING:	The Missendens Local Area Forum
DATE:	29 July 2009 8.00 pm to 9.20 pm
LOCATION	Meeting Room, Great Missenden Memorial Centre

Present:	Patricia Birchley (Buckinghamshire County Council), Pat Blackwell (Little Missenden Parish Council), Robert Burns-Green (Chiltern District Council), Mark Cunnane (Great Missenden Parish Council), Graham Feltham (Little Missenden Parish Council), Les Giles (Little Missenden Parish Council), Brenda Gover (Great Missenden Parish Council), Leslie Hodgkinson (Chiltern District Council) and David Schofield (Buckinghamshire County Council)
In Attendance:	Karen Adamson, Rebecca Carley, Alison Derrick, Paul Jones, Gillian Manning-Smith, Chris Schwier and Kelly Sutherland
Apologies:	Julia Burton, Mike Colston and Elizabeth Stacey

Item	ISSUES RAISED
1	<p>APOLOGIES FOR ABSENCE / CHANGES IN MEMBERSHIP</p> <p>Apologies were received from Julia Burton, Elizabeth Stacey (Elizabeth Stacey subsequently arrived at the meeting at 9pm) and Mike Colston. Members noted that in Mike Colston's absence, Patricia Birchley had been asked to chair the meeting and she thanked everyone for attending.</p>
2	<p>DECLARATIONS OF INTEREST</p> <p>There were none.</p>
3	<p>ACTION NOTES</p> <p>The action notes of the meeting held on 17 June 2009 were confirmed as a correct record.</p> <p>Matters Arising</p> <p>Alison Derrick, Locality Services Co-ordinator, advised members that the petitions received at the June meeting had been returned to officers at Buckinghamshire County Council (BCC) to refer back to the Cabinet Member as a non-key decision.</p> <p>With regards to the Prestwood Schools petition, the parish council could purchase a salt bin at a cost of £475, which would then be filled by BCC free of charge. A possible site on a nearby grass verge had been identified but the verge was maintained by a member of the public, so further investigations would be needed. In addition, whilst there were no immediate plans to introduce 20mph speed limits around schools, the speed limit reminder sign could be borrowed at a cost of £100 for a 2 week period, to remind drivers of the current speed limit. The sign owned by the Chiltern and South Bucks Area office was currently booked out until November but it might be possible to borrow a sign from another office if demand was high. It was also suggested that the Lead Petitioner should be asked to contact Great Missenden Parish Council regarding their Speedwatch initiative.</p>
4	<p>QUESTION TIME</p> <p>There were no questions.</p>

5	<p>PETITIONS</p> <p>There were none.</p>
6	<p>2009-10 BIDS FOR DELEGATED BUDGET (NON-TRANSPORT ITEMS)</p> <p>Alison Derrick, BCC Locality Services Co-ordinator, presented a report on the non-transportation devolved budgets available to the Forum for 2009-10.</p> <p>Members were advised that application forms for the Positive Activities for Young People (PAYP) budget were available for them to take away at the end of the meeting. Members then discussed a number of applications that had already been submitted:</p> <ul style="list-style-type: none"> • Alison Derrick reported that a bid had been received from Connect for Young People and from Great Missenden Parish Council in connection with the BMX/Skate Park. • Holmer Green Scouts – A member from Little Missenden Parish Council asked if this application had been received and considered. Alison Derrick reported that because the scouts' camping trip was not taking place until Summer 2010 it was not eligible as the grant funding, had to be spent within this current financial year. Alison was advised that the scouts would have to pay for the camping trip prior to March 2009. On this basis it was agreed that Alison would speak to the Youth Team to query if the application could still be considered. • Members noted that all successful PAYP bids would be on the basis of the organisation first spending the money and then being reimbursed by BCC. • AFC Lightning Football Team - A Chiltern District Council member asked if the application from AFC Lightning has been received. Alison Derrick had no knowledge of this bid being received but agreed to chase this up. • Holmer Green Youth Club – A member from Little Missenden Parish Council asked for feedback on an application from Holmer Green Youth Club. Again Alison Derrick agreed to chase this up. • Members were reminded that the closing date for applications for the PAYP funding to be received by the Youth Service was 30th September and all eligible proposals would be submitted with recommendations from the Youth Service to the Forum, for the final decision on how the £5,000 budget should be allocated. <p>Alison Derrick reported that no bids had been received yet for the Early Year's funding. Grants for Early Years were linked to specific national targets and eligible organisations should have been contacted by the Early Years team to advise them that funding was available in their area.</p> <p>Members asked for clarification of what sort of schemes would be eligible for the Local Priorities Budget. Alison Derrick explained that this money could be spent on anything that was deemed to be a priority for the two parishes, perhaps something highlighted in the Parish Plans or by a revitalisation group. All Local Area Forums (LAFs) were going through a Local Community Planning process to bring together all the information currently held by BCC, district council, parishes and community organisations, using the 5 headings of the Sustainable Communities Strategy as a focus. Usually a multi-agency workshop would be held in the area to establish a comprehensive view of the area's need and to agree the priorities. As The Missendens LAF had not yet established its priorities, existing data from the parishes about the priorities they had identified and any other sources of local consultation, would be needed to support proposals for the local priorities budget.</p> <p>Great Missenden had already submitted a bid for a Skate Park. Alison Derrick reported that this was a very comprehensive submission. Members were invited to submit potential schemes in writing to Alison Derrick, with as much supporting information, including costings where possible.</p> <p>A member commented that as there were only two parishes within the LAF it might be better if the budget could be dealt with in a different way. It was acknowledged that if the Forum wished they</p>

	<p>could allocate all the funding to Great Missenden one year and then all the funding to Little Missenden the following year. However the Chairman expressed the hope that schemes could be found which would be of benefit to both parishes. It was suggested that the two parishes might be able to have a discussion outside the LAF and present joint suggestions to the next meeting of the Forum. Rebecca Carley, BCC Locality Services Manager, advised that as with all delegated budgets, the executive decision rested with the budget holder who would act on the LAF's decision. The budget had to be spent on activities within the current financial year and would need to be allocated by November 2009, to be confident that this would be achieved. Supporting evidence of need in the local area was of paramount importance.</p>
<p>7</p>	<p>2010-11 BIDS FOR DELEGATED BUDGET (TRANSPORT ITEMS)</p> <p>Alison Derrick, BCC Locality Services Co-ordinator, invited parishes to submit bids for the transportation delegated budget for 2010/11. As previously, these would be smaller schemes that were unlikely to be included within the core Transportation budget. Evidence of community support for the schemes would be an important consideration. Bids should ideally be submitted to Chris Schwier, BCC Local Area Co-ordinator, by the end of September 2009 to allow for feasibility and costs to be assessed.</p> <p>A member for Great Missenden Parish advised that they would like a new pedestrian crossing outside the Co-op in Prestwood, which would cost £31,000 – the whole of the transportation delegated budget for the Forum. Again members questioned if the budget could be split in half, across the two parishes. Alison Derrick advised that the Forum could agree to split the budget. A member commented that there could be a drawback if one parish had a large scheme and the other parish did not have a particular need. Also it was pointed out that there may be schemes in one geographical area which would benefit both parishes. It was suggested that the two parishes could liaise and present a joint suggestion to the Forum.</p> <p>Alison Derrick also pointed out that match funding could help and had been used by other LAFs to make the budget stretch further. For example, the crossing scheme in Prestwood would have been a priority for Transportation if more money had been available in the core budget. Therefore if the costs could be split three ways, i.e. contributions from the core budget, delegated budget and the parish council, then the scheme might be able to go ahead.</p> <p>The clerk for Great Missenden Parish Council reported that the parishes set their budgets just before Christmas and asked if the deadline for submissions could be extended. Alison Derrick thought this might be possible and realistically the final bids would be presented to the January 2010 meeting of the Forum for final decisions to be made. Both parish councils would be meeting in September and it was suggested that they might then liaise on how best to split the budget and make submissions accordingly. <i>Following the meeting a new deadline for submission of bids to Chris Schwier of 30th November 2009 was agreed. If bids could be made earlier this would be most helpful.</i></p>
<p>8</p>	<p>FORMAT OF LAF MEETINGS - A DISCUSSION</p> <p>Members were asked for their views on receiving officer presentations at future meetings of the Forum. Members felt that officer presentations were very useful. The Chairman suggested that one presentation per meeting would be practical. Planning and Enforcement and Waste were suggested as possible topics. Alison Derrick advised that Chiltern District Council might not be able to commit officers to attend the Forum meetings.</p>
<p>9</p>	<p>ADULT SOCIAL CARE IN THE MISSENDEN AREA</p> <p>The Chairman welcomed Karen Adamson, Community Development Worker for BCC Adult Social Care to the meeting. Karen Adamson explained that she had been attending various LAF meetings to raise awareness of Adult Social Care services. Members received a presentation and</p>

the following points were noted:

- Adult Social Care (ASC) encompassed services for older people, people with physical disabilities, people with learning disabilities and people with mental health issues. Adult Social Care were trying to promote independence at home and support vulnerable people in their own communities.
- ASC drop-in surgeries had been held in various venues, including Missenden Library and Somerfield locally. These had been very successful. 88 surgeries were held across the county in 2008-09. People attending the surgeries received advice on how to be assessed for care, signposting to other agencies who could offer support and a free fire prevention check. Police Community Support Officers (PCSOs) often attended the surgeries to provide crime prevention advice too.
- ASC were operating an 'In Touch' telephone support service. Every three months vulnerable people would receive a phone call from ASC to check how they were managing. This helped to decrease isolation and enabled any problems to be identified.
- Karen and a colleague from the Primary Care Trust had been training Community Link volunteers. She has also trained PCSOs so that they could support vulnerable adults in accessing ASC services.
- Other schemes such as Contact the Elderly groups and the Simply Walk programme had also been successful. Three couples had married since meeting via Simply Walk.

Karen Adamson then introduced her colleague, Paul Jones, who would be acting as a local ASC link for the Missendens area. Paul worked for the Homecare service, offering assistance in the home, mainly to the over 65s. Paul would act as a first point contact if people locally had concerns about anyone and wanted some advice. He asked the parish councils to advise him of any voluntary organisations that might be able to assist BCC with service delivery. It was important that services were made more accessible.

ASC are seeking people who are willing to put themselves forward as Community Links for the area. These volunteers would receive training about what Adult Social Care can and cannot provide and who to contact within the service. Information about what the Primary Care Trust provides is also part of the training.

Contact details:

- Karen Adamson kadamson@buckscc.gov.uk 01296 383847
- Paul Jones pajones@buckscc.gov.uk 01296 387737

A member commented that she volunteered for Age Concern and ASC referred clients to them for advice on benefits etc, which worked very well. The clerk for Great Missenden Parish Council offered to put an article in The Link, the parish magazine to highlight the services offered by ASC.

10 DATE OF NEXT AND FUTURE MEETINGS

All meetings to commence at 7.30pm

Wednesday 28 October 2009
Wednesday 27 January 2010
Wednesday 7 April 2010
Wednesday 14 July 2010
Wednesday 20 October 2010



Report to Missenden LOCAL AREA FORUM

Title: Petition for a 20mph zone around Prestwood Junior School (Clare Road, Prestwood) and around Prestwood Infant School (Moat Lane, Prestwood), and for the roads and pavements to be gritted around Moat Lane.

To: The Missendens Local Area Forum

Date: 28 October 2009

Author & Contact Officer: Rebecca Dengler, Team Leader
School Travel Planning
01296 383902 / rdengler@buckscc.gov.uk

Recommendation

1. The Missenden Local Area Forum is recommended **to note** the Non-Key Decision Report that has been developed in response to the Petition that was presented to the Full County Council on 23rd April 2009 by County Councillor Mike Colston.

Introduction

2. This report describes the decision made with regards to having 20mph limits around schools in the Missenden area and the processes which should be followed for schools to have highway measures considered.

Background

3. The Petition was put forward by M Deans, Acting Headteacher at Prestwood Junior School, for a 20mph zone around Prestwood Junior School (Clare Road, Prestwood), and the petition from Lisa Freeman, School Travel Plan Coordinator at Prestwood Infant School, for a 20mph zone and gritting on Moat Lane.
4. A Petition Response Report was submitted to the Missenden Local Area Forum on 17th June. The Forum decided that they were not satisfied with the initial response and therefore wanted more information. The Non Key Decision Report was developed in response to this. This report is attached.

5. Following the submission of the petition, the School Travel Advisor for Prestwood Infant and Junior Schools, Julie Pickard, organised site visits with each school individually on 24th July 09. She discussed with each school what their main issues were and whether a limit 20mph would be necessary. They agreed that most traffic around the schools is school related vehicles and would possibly be travelling at a low speed due to parked vehicles. Julie recommended that the schools look into running Community Speedwatch in order to gather speed data, Prestwood Junior were very keen to do this. The situation was left that both schools would have a meeting to discuss if and how they would like to take things forward. Once they have made a decision and collected the speed data they will both be getting back to Julie to discuss the results. As yet they have not got back to Julie.

- Report ends -

Non-Key School Travel Planning Issue For Decision of Cabinet Member for Transport

Date	4 th August 2009
Title	20mph limits around schools in the Great Missenden area
Author	Rebecca Dengler
Electoral Divisions Affected	Great Missenden
Recommendation	The Cabinet Member is invited to agree that the transport related issues of the schools in the Great Missenden area will be assessed on an individual basis.
Resources Appraisal	There will be no immediate cost to the Transportation Service because schools will be assessed on an individual basis with funding being considered from within approved budgets when required.

Summary

1. Petitions for 20mph limits around schools in the Great Missenden area were submitted to Cllr Valerie Letheren by Cllr Mike Colston on 23rd April at the County Council Meeting.
2. A Petition Response report was written by Rebecca Dengler, Team Leader for School Travel Planning. This report was presented at The Missendens Local Area Forum on 17th June 2009. *See Appendix 1.*

Members at the meeting felt that the Petition Response did not adequately address the request for 20mph limits around the schools in the Great Missenden area. The members wanted consideration to be given for a policy change to introduce 20mph limits outside all schools, and if this could not be considered they wanted a feasibility study and costs for a 20mph limit outside of the schools in the area.

3. A Non-Key Decision Report was written in August 2009 regarding 20mph limits around schools. The Report recommended that schools should be assessed on an individual basis as to whether or not a 20mph limit is an appropriate solution to their issues. The Report was approved and signed off by the Cabinet Member and Head of Service. *See Appendix 2.*

4. As schools are being assessed on an individual basis, the schools in the Great Missenden area should contact their School Travel Advisor at Buckinghamshire County Council to discuss any transport related issues. These will be looked into on a school by school basis. If and where joint initiatives between schools are complementary and feasible they will be pursued together.
5. At this stage there is no budget for a feasibility study, this could cost around £10,000. For indicative costs of 20mph zones/limits please see Appendix 3.

Equalities Impact Assessment

An EIA is not necessary for this Non-Key Decision Report. Each school will be assessed on an individual basis.

Background Papers

Supporting information can be found in the Appendices:

1. Non-Key Decision Report for 20mph limits around schools in Buckinghamshire - August 2009.
2. Petition Report response to petitions from schools in the Great Missenden area, 17th June 2009.
3. Indicative costs of 20mph zones/limits.

For further information please contact: Rebecca Dengler on 01296 383902.

Approved: 
(Head of Service)

Date: 14/9/09

Decision Taken: 
(Cabinet Member)

Date: 14.9.09

Appendix 1 – Petition Report response to petitions from schools in the Great Missenden area, 17th June 2009

Agenda Item:

PETITION REPORT

Petition for a 20mph zone around Prestwood Junior School (Clare Road, Prestwood) and around Prestwood Infant School (Moat Lane, Prestwood), and for the roads and pavements to be gritted around Moat Lane.

Missenden Local Area Forum: 17th June 2009

Contact Officers: Rebecca Dengler (01296) 383902

1. PURPOSE OF REPORT

- 1.1. To inform the Local Committee of the petition from M Deans, Acting Headteacher at Prestwood Junior School, for a 20mph zone around Prestwood Junior School (Clare Road, Prestwood), and the petition from Lisa Freeman, School Travel Plan Coordinator at Prestwood Infant School, for a 20mph zone and gritting on Moat Lane.

2. PROPOSED ACTION

- 2.1. The Local Committee is asked to **NOTE** the contents of the report.

3. SUPPORTING INFORMATION

- 3.1. County Councillor Mike Colston presented the petition to the Full County Council on 23rd April 2009.
- 3.2. The petition requested a 20mph zone around Prestwood Junior School and Prestwood Infant School, and for the roads and pavements to be gritted around Moat Lane.
- 3.3. The School Travel Planning Team within Buckinghamshire County Council are currently working with Prestwood Junior School on their active School Travel Plan. The School Travel Plan Advisor for the school will arrange a site visit with Prestwood Junior School to discuss the current issues and look into the most appropriate solutions to help resolve them. A 20mph zone will be considered as one of the options that the school will want to pursue. It will be up to the school and the school travel plan working group to decide which measures will be the most appropriate to take forward.
- 3.4. If any of the solutions require capital funding, a funding bid will be required from the school (with help from the School Travel Plan Advisor). This bid will then be put forward for funding consideration for the 2009/10 Transport for Buckinghamshire capital budget. The School Travel Planning Team has no capital funding for any projects in the 2008/09 financial year and any future funding is not guaranteed.

- 3.5. Another option would be for the parish to consider whether they would like to bid for the scheme through the Local Committee Delegated Budget for 2010/11.
- 3.6. The County Council is only able to salt all roads on a precautionary basis and therefore it is necessary to prioritise the roads that are treated. This is carried out using a risk based approach which takes account of traffic flows, route topography (bends and gradients), bus routes, community links, collision record, key facilities, previous salting. Roads are scored against these criteria and prioritised to establish the extent of the salting network which is based on optimising fleet capacity. This element of salting is known as our precautionary salting network, which covers approximately 40% of the road network, is generally treated when forecast or prevailing conditions are such that ice is expected to form on road surfaces. In line with the County Council winter maintenance policy we do not as a matter of course provide precautionary treatment to footways.
- 3.7. In addition to the precautionary salting network and only during periods of severe weather the remaining road network (including footways) are treated, this is known as the secondary salting network. Our capacity to treat the secondary network will be subject to prevailing weather conditions & resource capacity. The precautionary salting network will always remain our first priority. The secondary network is treated on a time lapsed basis i.e. following prolonged periods of ice or snow and is prioritised around importance of the route whether it be road or footway. Schools are taken into account on the secondary salting priority list but if in an unclassified cul-de-sac may remain untreated for up to 7 days.

Report Ends

Appendix 2 – Non-Key Decision Report for 20mph limits around schools

Transport for Buckinghamshire

Buckinghamshire County Council

Non-Key School Travel Planning Issue For Decision of Cabinet Member for Transport

Date	28 th July 2009
Title	20mph limits around schools in Buckinghamshire
Author	Rebecca Dengler
Electoral Divisions Affected	All
Recommendation	The Cabinet Member is invited to agree that 20mph limits around schools should not be implemented as a blanket approach. Schools should be assessed on an individual basis depending on their particular issues.
Resources Appraisal	There will be budget impact to the Transportation Service because schools will be assessed on an individual basis with funding being considered from within the budget allocations when required.

Summary

1. Currently the School Travel Planning Team carries out requested site visits with schools that have an active Level 3 School Travel Plan to assess issues that have been highlighted. The School Travel Advisor will discuss the most appropriate solutions with the school and assist the school to decide on which one(s) to pursue further. This could be a 20mph limit, however other solutions are usually deemed more appropriate and cost effective. It is important to note that enforcing 20mph limits is difficult without regular police speed monitoring. *See Appendix 1 for more detailed information.*

If it is deemed appropriate to pursue a 20mph limit, a study will need to be undertaken in the first instance by the school or community to discover the actual speed of traffic in the area (for example using Speed Indication Devices). It is possible that speeds are already below 20mph, therefore it may not be necessary to pursue the proposal any further.

2. The Team Leader for School Travel Planning attended the Schools Policy Advisory Board on Monday 9th March 2009 in order to discuss whether there is a need for 20mph speed limits outside of schools. Information was presented to the Board regarding the current process in Transportation for assessing school issues, and more detailed information was also presented on what is required to implement 20mph limits/zones. *See Appendix 1.*

The Schools Policy Advisory Board agreed that whilst there is an Education Policy for 20mph limits around schools, there should not be a blanket approach to 20mph limits and that schools should be assessed on an individual basis. *See Appendix 2.*

3. If 20mph limits are considered the most appropriate solution to help resolve the issues of an individual school, funding will need to be sought for the scheme. If funding is sought from the Transportation Service, the scheme will have to be prioritised against other proposed schemes. *See Appendix 3.*

Equalities Impact Assessment

This report is covered by the EIA for School Travel Planning

Background Papers

Supporting information can be found in the Appendices:

1. Information given to the Schools Policy Advisory Board, Monday 9th March 2009.
2. Minutes from the Schools Policy Advisory Board, Monday 9th March 2009.
3. Extract from the Buckinghamshire County Council website regarding 20mph limits/zones.

For further information please contact: Rebecca Dengler on 01296 383902.

Approved:

(Head of Service)

Date:

Decision Taken:

(Cabinet Member)

Date:

20mph zones around schools



1. Current Transportation policy for 20mph zones around schools:
 - Schools with a Level 3 School Travel Plan (STP) (or working on a travel plan) can have a site assessment with a School Travel Advisor (STA) to discuss issues.
 - School and STA agree on appropriate potential measures or initiatives that could help to resolve the issues. This could be introducing a 20mph zone, but other solutions are normally deemed more appropriate.
 - Schools write Award Bid showing how the issues have been identified, what potential solution(s) has been proposed and how it shows value for money. The bid also highlights how the proposed measure(s) would help the school to achieve the aim, objectives and targets that have been set in their STP.
 - The bid is sent out to a number of representatives from the Transportation Service and also to other stakeholders for comments.
 - If the bid is approved, money has to be secured either from the Transportation Service or elsewhere.

2. Information on 20mph limits:
 - 20mph Zones - a 20mph Zone must be self-enforcing – this is usually achieved using either vertical or horizontal traffic calming measures. There must be a zone entry sign but there cannot be any repeater signs or carriageway transfers or roundels. The traffic calming features within a zone do not require their own signs. There is relaxation of lighting demands for traffic calming features and the vertical measures can be constructed at an angle across the road.
 - 20mph Limits - a 20mph Limit uses signs only. These have to be repeated throughout the limit. If additional speed enforcements are used they must be signed separately. 20mph limits would only be considered where the speeds are already low, 85%ile of up to 24mph.
 - Variable Limits - it is possible to use variable speed limits in certain locations, for example outside schools. These have to have entry and exit signs that clearly state the time that the 20mph limit applies. They do not need to be self-enforced. Outside of schools the limits are only advisory at the beginning and end of the school day.

- o Variable limits are being trialled elsewhere in the country and also abroad (for example Australia), mainly in urban areas. The School Travel Planning Team is currently investigating these timed limits further.
 - o Some of the trial areas have static signs, whereas others have got flashing warning signs which only come on during the hours that the limits are in operation. The flashing signs are however far more expensive.
3. Points to consider:
- Is a 20mph zone/limit the most appropriate solution to a school's issues?
 - o For example, in 1997 a 20mph limit was implemented by Hamilton Primary School in High Wycombe. Around this time other schools were running initiatives to encourage safe and sustainable travel to school. Results from surveys carried out at the schools showed that Hamilton Primary School had less success in terms of encouraging sustainable travel to school (i.e. walking & cycling) than those who had not had the 20mph limit.
 - There are nearly 270 schools around the county, if a blanket approach to 20mph zones/limits were taken how would this be funded? It would take a long time to implement, how would the decision be made on prioritising the order of which schools would have the measures implemented first?
 - If only some schools were trialled with a 20mph zone/limit, how would these schools be prioritised?
 - If areas around schools were deemed as already being self-enforcing (i.e. were only suitable for driving at 20mph or less), why would the 20mph zone/limit be needed?
 - If 20mph zones/limits were introduced, the majority of sites would most likely need traffic calming to ensure that they were self enforcing. This would be very costly, i.e. one road narrowing can cost in the region of £5K- £20K (*cost estimate taken from BCC Traffic Calming Portfolio*).

Contacts:

Mark Oldfield (Group Manager - Sustainable Travel)

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Rebecca Dengler (Target Supervisor – School Travel Planning)

Telephone: 01296 383902

Email: rdengler@buckscc.gov.uk

For more information on School Travel Planning, please visit:

www.buckscc.gov.uk/travelchoice (and click on 'School Travel Plans').

Appendix 2

Schools Policy Advisory Board

Draft Minutes **Monday 9th March 2009 10.00 am**
Mezzanine Room 2, County Hall, Aylesbury

11.10 8. [20MPH Speed Limits Outside Schools](#) PDF 24 KB

Andrew Walker, Governor of Chepping View Primary and Westfield/ Rebecca Dengler, Team Leader, School Travel

Minutes:

The acting Chairman welcomed Rebecca Dengler, Team Leader, School Travel to the meeting. Rebecca Dengler distributed information about 20mph zones around schools, and told the Board the following:

- There are 4 members of staff whose role it to work with schools to help them develop the schools travel plans.
- Any travel issues around the school should be highlighted in the school travel plan.
- Schools with a Level 3 School Travel Plan (STP) (or working on a travel plan) can have a site assessment with a School Travel Advisor (STA) to discuss issues.
- The School and STA agree on appropriate measures or initiatives that could help to resolve the issues. This could be introducing a 20mph zone but other solutions are normally deemed appropriate.
- Schools must submit a bid, showing how the issues have been identified, how the proposed measure(s) would help the school and show value for money.
- Bids are sent to representatives from the Transportation Service and other stakeholders for comments.
- If the bid is approved, money has to be secured from the Transportation Service or elsewhere such as Local Area Forums (LAFs) delegated budget.
- 20mph zones must be self enforcing (only suitable for driving at 20mph or less)
- It is possible to use variable speed limits in certain locations and these are trialled elsewhere in the country.
- If 20mph zones/limits were introduced the majority of sites would most likely need traffic calming to ensure that they were self enforcing. This would be very costly.
- Currently 55% of schools have a travel plan.
- The government offers a one off grant to schools to write a travel plan. This equates to approx £5000 for a primary school and £10000 for a secondary school to spend on school sites.
- 2009/10 is the final year the government will be providing this funding.

The Cabinet Member for Achievement and Learning suggested that the information on the funding and timescales be included on the School Bulletin. |

Andrew Walker said that it is important to raise the profile of school travel plans to ensure they are recognised and considered in other Service areas such as planning. The Cabinet Member for Achievement and Learning asked the officer how closely the school travel team work with the road safety team and the officer informed the Board that the school travel team took over initiatives initially ran by the road safety team and that they work jointly in areas such as planning.

Members were minded to AGREE subject to ratification at the next meeting that there should not be a blanket policy on 20mph zones but that they should be considered as a possible solution where appropriate.

Appendix 3

The following information is taken from: www.buckscc.gov.uk/bcc/transport/20mph_limits.page

Buckinghamshire County Council



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Transport

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20mph limits

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Speed limits - 20mph

20mph speed limits may now be introduced in urban areas by either:

- The introduction of a 20mph traffic calmed zone, or
- The introduction of a signed 20mph restriction

20mph zones

- Must have in place a significant number of speed reducing features which are able to reduce the speed of most traffic to average speeds of 20mph throughout the zone.
- A Traffic Regulation Order (TRO) is required to give effect to the zone.
- Although signed on entry, repeater signs must not be used within the zone, as the limit should be self-enforcing, removing the need for police enforcement.
- Due to the high implementation costs associated with the levels of traffic calming usually required, priority will only be given to those sites where significant numbers of casualties are occurring. This will inevitably restrict the number of zones but will ensure the effectiveness of those schemes introduced.

When are 20mph zones implemented?

- 20mph zones will typically be used only as part of Local Safety Schemes, Safer Routes to School schemes, Home Zones or town centre pedestrianisation schemes.

20mph limits

- Can be introduced where traffic speeds are already restricted by natural constraints ie the layout and alignment of the road, where existing speeds are already low and traffic calming measures are not needed.
- Repeater signs must be used to prevent confusion with 30mph speed limits imposed by virtue of street lighting.
- As with 20mph zones, a TRO is required to give effect to the limit.
- Our resources will be directed to those sites where injury accidents are occurring.

The Department for Transport advice emphasises the need for caution to be exercised when considering 20mph limits. Our experience suggests that signed-only limits have little or no effect on reducing traffic speeds.

For more information call 0845 2302882 or email hoc@buckscc.gov.uk



Appendix 3 – Indicative costs of 20mph zones/limits

Different types of 20mph limits vary in cost. For example:

- 20mph zones/limits must be self enforcing and will therefore require traffic calming measures. One road narrowing can cost in the region of £5,000 - £20,000 (*cost estimate taken from the BCC Traffic Calming Portfolio*).
 - Variable 20mph limits are time restricted and can be applied at the beginning and end of the school day only. These do not need to be self enforced. Each location will vary in measures required; each will need signs and possibly lighting and will require a Traffic Regulation Order. The cost for each site could be in the region of £5,000 - £10,000, however this could vary significantly depending on the location.
-



Report to MISSENDENS LOCAL AREA FORUM

Title: Petition Request to resolve the issue of Commuter Parking and the Obstruction of Driveways on the Misbourne Estate

To: Missendens Local Area Forum

Date: 28 October 2009

Author & Contact Officer: Mark Averill, Network Operations Manager, Transport for Buckinghamshire, 01296 382482, t-maverill@buckscc.org

Recommendation

1. Missendens Local Area Forum is recommended **to note** that

The parking account for the Chiltern Civil Enforcement Area is currently operating at a deficit.

The Steering Group for the CEA is currently only able to focus on areas where highway safety and congestion management are causing concerns.

The Steering Group for the CEA must remain impartial in terms of prioritising parts of the area over another.

Monitoring of the Misbourne Estate will continue now that the London Road restrictions are in place.

Introduction

2. The petition request, and officer response, was originally submitted to the Missendens Local Area Forum on 17 June 2009. The original response was considered to be inadequate and the Chairman asked officers to consider the following:

- The area needs to be given higher priority in the forthcoming parking review
- A more proactive approach needs to be taken by the Police and Civil Enforcement Officers to enforce dropped kerbs

- The issue of long stay commuter parking needs to be addressed as people who work in the village and those using the station to commute are parking on the estate.
- Residents would consider resident permit parking as a possible solution.

Background

3. The Chiltern Civil Enforcement Area was brought into being in 2005 and allowed the Chiltern District Council to take over the enforcement of parking restrictions within the Chiltern District Area.
4. The business case for the CEA was based upon the need to introduce “pay and display” type restrictions in many of the larger villages and towns within the district. “Pay and display” was required in order for the scheme to either show a small surplus or to break even.
5. Following the submission of the detailed report in 2007 a decision was made not to proceed with the introduction of pay and display across the district area. Only one site currently exists where pay and display is used to control on street parking.
6. As a consequence of the decision the parking account has continued to operate at a deficit. The cost of meeting the deficit is borne by both the County Council and District Council.
7. Surplus income from the parking account is intended for developing schemes that would benefit the area, however as no surplus income is being generated no further schemes can be promoted/ developed at this time.
8. Within the current financial difficulties the steering group has resolved only to progress those schemes that are seen as being either highway safety related (normally double yellow line) or as being necessary to remove congestion hot-spots.
9. Addressing the points outlined above:
 - a) *The area needs to be given higher priority in the forthcoming parking review.* The County’s and District’s officers do not have a “voice” at steering group meetings. Their involvement is purely from a technical and legal standpoint only. The priorities of the steering group are determined by its voting members who are all elected councillors.
 - b) *A more proactive approach needs to be taken by the Police and Civil Enforcement Officers to enforce dropped kerbs.* At present the enforcement of dropped kerbs is undertaken by either the Police Officers or Police Community Support Officers. The County Council is to publish its Parking Policy at the end of October, this latest version of the policy will enable the Civil Enforcement Officers to issue Fixed Penalty Notices on vehicles that are parked such that they obstruct the dropped crossing. Enforcement is likely to take the form of responding to complaints, rather than forming an active part of patrols, as the formal beat routes still need

to be patrolled on a regular basis to ensure that existing restrictions are not being violated.

- c) *The issue of long stay commuter parking needs to be addressed as people who work in the village and those using the station to commute are parking on the estate. As stated above, the parking account is currently running at a significant deficit. Whilst it is acknowledged that there is inconvenience to residents as a consequence of commuter and worker parking on the estate there is no available budget to promote the necessary order and associated signing and lining.*
- d) *Residents would consider resident permit parking as a possible solution. The issue of residents' only parking is currently addressed by Chiltern District's own parking policy. However implementation of such schemes is expensive and no budget allocation to fund the necessary scheme is available at present.*

Conclusion

- 10. For the County and District Councils to be able to promote restrictions that are in themselves being promoted by residents then the parking account needs to be operating at a surplus. At present the deficit is significant.
- 11. The Steering Group has decided that within the current resources, outside of the current proposals for Old Amersham and the "snagging" works for Amersham on the Hill and Chesham, only safety or congestion related restrictions will be promoted

- Report ends -



Report to **Missendens** LOCAL AREA FORUM

Title: POSITIVE ACTIVITIES FOR YOUNG PEOPLE (PAYP)
DEVOLVED BUDGET

To: Missendens Local Area Forum

Date: 28.10. 2009

Author & Contact Officer: *Maureen Bruce, Senior Practitioner, mbruce@buckscc.gov.uk*

Recommendation

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

Introduction

1. This paper describes the application received for this devolved budget and invites the LAF to approve the applications received for its 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 Missendens LAF was advised of this provision in an earlier report.

Context and strategic and local priorities

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, 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 Missendens local area

Give brief description of what the grant request is and whether the bid should be supported

AFC Lightning Football Club – football kits

Action: I recommend that this application be asked to apply to the Youth Capital Fund as the football kits are not under PAYP remit.

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 no eligible applications are received for a local area, or the 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 **Missendens** LOCAL AREA FORUM

Title: POSITIVE ACTIVITIES FOR YOUNG PEOPLE (PAYP)
DEVOLVED BUDGET

To: **Missendens** Local Area Forum

Date: 5.10. 2009

Author & Contact Officer: *Maureen Bruce, Senior Practitioner, mbruce@buckscc.gov.uk*

Recommendation

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

Introduction

1. This paper describes the application received for this devolved budget and invites the LAF to approve the applications received for its area.

Background

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Eligible applications within or serving the Buckingham local area

Please state the grant request & amount here

Girls Chill Zone - £3,954

Boxing - £1,625

PlayZone - £1,380

Give brief description of what the grant request is and whether the bid should be supported

Girls Chill Zone - staff costs to cover taster session/workshops/courses @ £40 x 48 weeks plus equipment (not listed), insurance and marketing costs and venue hire

Action: I recommend a contribution to the taster session of £500

Boxing – cannot be funded for the whole of 2010 only Jan to March 2010

Action: I recommend a contribution to the sessions held during Jan to March of £500

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Report to [Missenden](#) LOCAL AREA FORUM

Title: POSITIVE ACTIVITIES FOR YOUNG PEOPLE (PAYP)
DEVOLVED BUDGET

To: [Missenden](#) Local Area Forum

Date: 5.10. 2009

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

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Eligible applications within or serving the Buckingham local area

Give brief description of what the grant request is and whether the bid should be supported

Graffiti art project - the young people are carrying this project out and as a reward for this work, the youth workers would like to take them to a celebration event to Thorpe Park.

Action: I recommend that the amount of £500 be provided for the transport and entrance fee to Thorpe Park

Positive Activities for Young People Budget

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Report to MISSENDENS LOCAL AREA FORUM

Title: POSITIVE ACTIVITIES FOR YOUNG PEOPLE (PAYP)
DEVOLVED BUDGET

To: [Missendens](#) Local Area Forum

Date: 5.10. 2009

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

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Eligible applications within or serving the Missendens local area

Give brief description of what the grant request is and whether the bid should be supported

First Holmer Green Boys Brigade Company – funding towards awards

Action: I would recommend that we only fund some of the young people who are working towards specific awards. I would recommend that a contribution be given towards the awards for the Queens Badges of £500.00 as the awards are on going and PAYP would not be able to continue to fund these awards. If you believe more funding is warranted, then please feel free to award more.

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Report to THE MISSENDENS LOCAL AREA FORUM

Title: POSITIVE ACTIVITIES FOR YOUNG PEOPLE (PAYP)
DEVOLVED BUDGET

To: The Missendens Local Area Forum

Date: 12.10. 2009

Author & Contact Officer: *Maureen Bruce, Senior Practitioner, mbruce@buckscc.gov.uk*

Recommendation

The Missendens Area Forum is recommended to approve the applications received for the PAYP budget within its area.

Introduction

1. This paper describes the application received for this devolved budget and invites the LAF to approve the applications received for its 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:
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Eligible applications within or serving the Missendens local area

Give brief description of what the grant request is and whether the bid should be supported

Nexus Community Project for Street Football, Fit Club, Leisure Card Membership, Graffiti Arts Projects, I-Van Consultation

Action: I would recommend that the following projects be granted as they meet the PAYP criteria.

Street Football grant £300 for the football coaches

Graffiti Art Project grant £1,500

The other projects do not fit into the PAYP criteria as there are not sufficient hours within these projects to meet PAYP criteria.

Positive Activities for Young People Budget

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Report to Missendens Local Area Forum

Title: Local Priorities Funding

Date: 28 October 2009

Author and Contact Officer: Alison Derrick, Locality Services Coordinator
Tel: 01494 586635

Summary

1. This report relates to primarily to two proposals, totalling £8000, for the Missendens LAF's Local Priorities devolved budget of £8,000 for 2009/10:

Great Missenden parish council - BMX/Skate park proposal	£5,750
Little Missenden parish council – proposed installation of gates on play areas	£2,250
Total	£8,000

A further proposal was received on 19 October from Destination HP16 and further information is currently being sought with regard to this proposal.

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 Missendens 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. Missendens 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 Missendens Local Area Forum in its planning process.
5. This report focuses on eligible proposals only.
6. The budget must be spent on expenditure relating to this financial year.

Eligible proposals received

- **BMX/Skatepark proposal** (Buryfield)
- 7. In October 2008 a petition of over 100 names was presented to Great Missenden Parish Council by young people asking if it would be possible to provide a small skate /bike park in the Parish. Councillors were very impressed by this and agreed to look into the feasibility and search for a site.
- 8. A community working group called Pipes for Young People Enterprise or "PYPE" was set up with half of the members being teenagers. The young people are very enterprising and keen to do as much fundraising as possible themselves
- 9. Young people themselves suggested a site at Buryfield between the tennis courts and the A413. It would be accessible to youngsters from all the villages, it is in the same complex as other recreational facilities and it is situated well away from houses and any noise would be absorbed by the busy road. Parish Councillors agreed that this would be a suitable site
- 10. Planning permission is not required. Councillors did discuss whether to go through the process in order to obtain a certificate of lawfulness , but ultimately decided this was not necessary in view of the consultation that had taken place and the good response received.
- 11. The recently completed market town health check for this area "Community vision for HP16" highlights the lack of facilities for teenagers in the Parish was causing concern.
- 12. The Parish Council endeavoured to conduct a thorough consultation exercise and as well as writing to local groups, ,schools, churches etc have published an article which appeared in The Link magazine in May explaining the project and clearly indicating that the communities views were invited (providing postal and email addresses and phone numbers).
- 13. A survey by the Great Missenden Village Association indicated a variable level of support for the project. However a report from the Association stated that it was taking a neutral view.

Cost

- 14. Overall cost of the scheme is £72,800. So far Great Missenden Parish Council has received £ 50,000 from the "PlayBuilder" award via Chiltern District Council (which must be spent by 31/3/10) and £10,000 from the National Lottery. The Parish Council and the community group PYPE are continuing to try to raise funds to cover the remaining £12,800
- 15. The contribution sought from the LAF is **£5750**. This would leave a £7050 shortfall. However the Parish Council is confident that this money will be raised before the end of the financial year. If the money cannot be raised any other way

the Parish council has resolved to spend up to £10,000 on the project from 1st April 2010 and will cover any shortfall from this source.

- **Installation of two play area gates** (Holmer Green and Little Kingshill)
16. Little Missenden Parish Council is seeking funds for the installation of two play area gates at Holmer Green and one at Little Kingshill children's play areas to replace those previously vandalised and maintain the health and safety facilities at these locations.
 17. The Parish Council have been considering reinstatement of the gates for some time, due to requests from local residents and comments from RoSPA following yearly inspections. But the associated costs have been a restraining factor for the Parish Council. The introduction of the Local Priorities Budget was considered as an opportunity to fund the reinstatement of the gates.
 18. The proposed gates are purposely designed and built to meet with the required health and safety requirements for play areas whilst complying with European Safety Standard EN1176 and the Disability Discrimination Act.

The gates are purposely constructed for play areas and will be supplied by Easy Gate Ltd from their Pedestrian Easy-Gate range and installed by a local contractor

Costs

Supply of 3 x gates at £590 each	£1770.00
Estimated installation costs	£730
Total:	£2250

19. Little Missenden Parish Council will be contributing to the project in terms of the planning, procurement and supervision of installation and meeting any shortfall in the cost of installation which at present is only an estimate.

Summary of eligible and recommended proposals

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

Great Missenden parish council - BMX/Skate park proposal	£5,750
Little Missenden parish council – installation of gates on play areas	£2,250
Total	£8,000

21. **Recommendation:** For the Members of the Missenden 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.

Further application

22. A further proposal was received on 19/10/09 from the Destination HP16 group, in relation to a feasibility study for a proposed “contemporary outdoor arts festival for HP16 in 2011”. The group believe that the event will require a significant period of consultation, planning and capacity building before it can be a realistic proposition and that a feasibility study (planned for January – March 2010) would be the first step.
23. This bid is for £2300. However the Locality Service Co-ordinator is seeking further clarification of some information. It is hoped that it will be possible to circulate this information in advance of the meeting on 28 October or at least to present it on the night to inform the LAF discussions.
24. If the information received indicates that the proposal meets the criteria and the LAF wishes to contribute to all 3 proposals, it will need to consider how to distribute its budget across the proposals. As part of seeking further information the Locality Services Co-ordinator will be investigating the viability of each proposal if a lower level of funding is agreed so that she is in a position to make recommendations on the various funding options.

Background Papers

[Copies of the applications may be viewed on the night of the meeting on 28 October 2009]



Report to MISSENDENS LOCAL AREA FORUM

Title: DEVELOPMENT OF LOCAL AREA PLANS

To: Missendens Local Area Forum

Date: 28 October 2009

Author & Contact Officer: Alison Derrick, Locality Services Co-ordinator
01494 586635
aderrick@buckscc.gov.uk

Recommendation

1. Members of the Missendens Local Area Forum are recommended **to agree** to start the development of a Local Area Plan.

Introduction

2. One of the roles of LAFs is to oversee the development and delivery of area based Local Area Plans. These will set out the local priorities for the area and will inform and reflect the priorities of the county and district sustainable community strategies. The Plan must be based on robust evidence and be informed by community aspirations.
3. The purpose of the Local Area Plan is to establish:
 - a shared understanding of local issues and priorities for improving the quality of life of the area.
 - A realistic and achievable plan of action with short and medium term objectives
4. The audience for each Local Area Plan consists of:
 - the Local Area Forum - for which it provides a tool for use in allocating the resources available to it and using its influence on public sector agencies
 - The local community – the plan should identify how local residents can contribute to improving the quality of life, and provides a focus for accountability to residents
 - The public sector organisations – the plan should set out the issues which the public sector bodies need to address in that area.
5. Whilst the priorities developed will be specific to the community, it is important that the 19 community plans adhere to a common format and timescale, in order to ensure that they can be integrated into planning at a county and district level and are therefore effective in bringing change at the local level.

Getting Started

- 6 The LAF needs to consider the resources and skills it will need to develop the Plan. The Locality Services Coordinator will support the LAF in developing the plan and bringing it together but support from other partners would be welcomed.

Developing the Priorities

- 7 Local Area Plans need to be based on good information about the area and the views and aspirations of local residents. However, the Forum should avoid replicating existing work and start by assessing what is already available as follows:

- **Community input** - the Plan needs to reflect community aspirations. In most cases, information will already be available to provide this input as follows:
 - Parish appraisals/local engagement work where appropriate (this is a key part of the process)
 - NAG feedback
 - Residents Survey results
 - Service Excellence events
- **Profile information**– provides contextual information and identifies how the issues facing this particular area compare to other areas of Buckinghamshire
 - Local area profiles
- **Buckinghamshire Context** – the plan needs to consider how the district and countywide priorities affect the area and reflect these as appropriate
 - the County and District LSP priorities – Sustainable Community Strategies and Local Area Agreement targets

The Forum should draw on this information to assess strengths and weaknesses and identify short and medium/long term priorities for the area.

8 Structuring the Plan

It is important that the structure of the plan aligns with the ‘family’ of County and District Sustainable Community Strategies, so that the links between the different plans are clear. This ensures that, once 19 plans are in place, organisations will be able to assess and respond to the plans in a systematic way. It also means that the issues identified by a Local Area Forums can directly inform the District and Countywide sustainable community strategies. Plans should therefore be organised around the themes of the Sustainable Community Strategies, these being

- Thriving Economy
- Health and Wellbeing
- Sustainable Environment
- Safe Communities
- Cohesive Communities

Developing an Action Plan

- 9 The plan needs to be clear about the actions required and the responsible organisation/individual. Plans should be aspirational, but they also require actionable first steps. In order to build momentum and confidence at local level LAFs should focus on achieving some 'quick wins', which require minimal resources.
- 10 As LAFs develop their action plans, it is important to involve relevant service delivery bodies to ensure that they are able to respond to the priorities identified and that they are committed to the agreed actions.

Progress elsewhere in Bucks

- 11 Four LAFs are already engaged in the Local Area Planning process. These are Haddenham and Long Crendon LAF, Great Brickhill, Wing and Ivinghoe LAF, Wendover LAF and Chepping Wye Valley LCP. These were selected because of their enthusiasm to get on and produce a local area plan. All have met to decide the key issues for the local area and pool knowledge and resources from all members of the LAF. Work is now ongoing to progress short and medium term priorities including quick wins.

Proposed Next Steps

- 12 The Local Area Planning process is being rolled out to the remaining LAFs across the County, on a phased basis, according to their state of readiness. Bucks Community Action staff are identifying how they can support the process and ensuring that any work, in which they are engaged at community group level, feeds into the planning process.
- 13 Assuming the Missendens Local Area Forum wishes to commence the development of a Local Area Plan, the Locality Services Co-coordinator will start making arrangements to gather together information from existing sources, with a view to holding a workshop for Local Forum members and interested organisations and individuals early in 2010.

- Report ends -



Local Transport Plan 3 Briefing Note

As the LTP3 project moves forward, Transport for Buckinghamshire need to engage with local stakeholders and members to clarify a number of issues. At this stage we want to send you a pack of information and ask you to:

- Ensure that the objectives set for LTP3 meet your needs
- Confirm that the Problems and Issues listed are accurate
- As you, at local parish level, to help prioritise strategic options
- To ask local parishes to feed back on the Have Your Say Pages of the Buckinghamshire County Council website.

Local Transport Plan

A Local Transport Plan is a transport planning document, required by Government, which sets out the Local Authority's Transport policies, strategies and priorities over the coming years.

Although previous LTPs have set out 5 year programmes this third LTP will set out the priorities and strategies covering the 15 years up to 2026, which is in line with the local planning framework

The emerging LTP will be based on evidence derived from a range of sources. It will need to describe how the County will incorporate national and regional transport agendas while focusing on local issues to create a plan for Buckinghamshire

The Process for Developing LTP3

LTP3 has to be approved and in operation by 1 April 2011. A project has been set up to ensure that the objectives are agreed and the plan is developed, consulted and written taking into account all the local issues and concerns as well as the national and regional agendas

To ensure that local people are able to properly contribute we are starting the engagement process at an early stage starting with the Transportation Symposia events in July, October and November. For the purpose of transport planning nine transport areas have been developed from the 19 locality areas. All 19 areas will receive a presentation and be able to contribute to the transport planning process

The results of this engagement will help inform the content of Local Transport Plan and help prioritise the initiatives.

LTP3 Objectives

The Government priorities are broadly similar to previous LTPs but have been adjusted to bring them in line with the requirement to **Develop a Sustainable Transport System (DaSTS)**. The priorities are now:

- 1 Reduce Carbon Emissions
- 2 Support Economic Growth
- 3 Promote Equality of Opportunity
- 4 Contribute to Better Safety Security and Health
- 5 Improve Quality of Life and Healthy Natural Environment

Issues and Problems

Using a combination of previous consultation responses, transport modelling data and census data we have compiled a list of those specific issues and problems that have been identified in each of the Local Transport Areas. It is intended to build on these to inform the development of local transport strategies to help tackle some of these local issues and problems.

Whilst we will not be directly consulting with you regarding issues and problems we will be asking whether we have missed anything from our analysis of existing information.

Option Prioritisation

At this stage of our consultation process we are asking you as stakeholders to help us prioritise the strategic options. This will help us to put into context your local issues and problems.

The role of Local Area Forums and Community Engagement Areas

The main focus of this process is to gather views on how best to prioritise the options available in your area. This gives you the opportunity to guide future spending and help progress the most important schemes for your area.

We will be asking you to circulate this information both within the forum but also to disseminate this information to your local Parishes to gain their views. We will not be holding specific meetings with Parishes therefore your help is vital to enable all views to be gathered.

Development of the LTP3 options over the next 18 months

Having worked with you to prioritise the options at this stage a full consultation will be taking place in the summer of next year (2010) which will show the preferred package of options that meet your local needs and meet the technical appraisal undertaken internally.

Following this current engagement, we will be in contact with you again with feedback through the next appropriate LAF events and then we will engage with you during the Full Public consultation.

Feedback from these early phases of consultation will be available on our website in the new year (details to follow).

We would like to thank you, in advance, for your comments, help and support with this major task.

Main contact: **Ed Gurney**, Transport Policy Officer, Transport for Buckinghamshire, 10th Floor County Hall, Walton Street, Aylesbury, HP20 1UY, Tel No. 01296 387192, email. egurney@buckscc.gov.uk



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

To: Great Missenden Local Area Forum

Date: 21 October 2009

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

Recommendations

1. **Great Missenden Local Area Forum** is recommended to **NOTE:**
 - The process for submitting projects for possible funding in 2010/11 through the highways/transport delegated budget.
 - The delegated budget for highways/transport projects in the Great Missenden Local Area Forum for 2010/11 will be **£33,122.92**.
 - Participatory Budgeting will be included as part of the process.
 - Members of the Great Missenden LAF are invited to submit bids for schemes to the Chris Schwier, Transport Localities Team Leader by the 30 November 2009.
 - All bids received will be evaluated and costed by Transport for Buckinghamshire and a full report presented to the Great Missenden LAF in January/February 2010 to enable the LAF to decide which schemes should be implemented in 2010/11.

Introduction

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

Background

3. The highways/transport delegated budget amounts to £500,000 countywide and historically has been allocated to the former Local Committees equally (£125,000 per district area).
4. Under this arrangement Transportation Officers supported the Local Committee by evaluating bids to enable the Committee to decide which schemes should be implemented. Under this methodology the amount of money spent in each Parish/Town area varied from year to year, with some areas not having any money allocated.
5. It was decided to start moving towards a funding allocation methodology to reflect 'need' in each LAF area. This approach was used for evaluating scheme bids for the LAF's in the Aylesbury Vale and Wycombe district areas to determine the works programme for 2009/10.
6. This 'needs based' methodology is now being rolled out for all LAF's and will therefore also apply in all areas.
7. The methodology uses a weighted formula as a proxy to reflect need (population, road length, car traffic volume, HGV traffic volume and net customer satisfaction data in each LAF area).
8. The allocation of funding for 2010/11, arising from this methodology, is shown in Table A.

Participatory Budgeting:

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

Next Steps:

12. All LAF members are encouraged to start developing ideas for local highways/transport related schemes (for implementation in 2010/11) and embrace the principles of PB whilst doing this.
13. Bids should be submitted to Chris Schwier, Transport Localities Team Leader by the 30 November 2009 using the process described in Appendix A.

Table A

LAF/LCP Area	Funding for 2010/11	LAF/LCP Area	Funding for 2010/11
Beaconsfield	£31,678.93	Chepping Wye Valley	£24,436.87
Beeches	£30,182.42	High Wycombe	£38,070.52
Gerrards Cross	£30,051.90	Marlow	£30,938.44
Ivers	£33,086.74	Princes Risborough	£31,554.17
SB Area Total	£125,000.00	WYC Area Total	£125,000.00
Aylesbury	£21,341	Amersham	£27,112.96
Buckingham	£26,947	Chesham	£35,292.25
Haddenham	£22,252	Great Missenden	£33,122.92
Waddesdon	£23,202	The Chalfonts	£29,471.86
Wendover	£18,267	CH Area Total	£125,000.00
Wing & Ivinghoe	£31,190		
Winslow	£17,815		
AV Area Total	£161,014		

APPENDIX A

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

Purpose

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

PB is a mechanism, which brings local communities closer to the decision-making process around how budgets are spent. It gives people direct and clear choice about how funds are allocated in their local area, thus ensuring that their priorities are met. It is a flexible process and can be

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

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

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

Background

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

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

Annually, on receipt of the bids for Delegated Budget funding, all schemes are assessed by Officers and priorities considered and agreed by the LAF /LCP .Local Members form an active part of the Local Area Forums and Chair the meetings, to further enhance local democracy.

Members are encouraged to engage with local Parish and District Councillors and other stakeholders to jointly develop schemes that satisfy both the needs of the County Council and the locality.

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

Criteria for scheme bids

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

submitted by May for inclusion in the following financial year's programme.

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

How to make a bid

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

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

Local Area Forum Delegated Budget Scheme Assessment sheet

Part 1 - to be completed by Parish/Town Council

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

Appendix A

Will this scheme help groups develop a sense of belonging and feel engaged in local budgetary decisions?		
Total (Max 2.0)		

Appendix A

Part 2 to be completed by Transport for Buckinghamshire Officer Only

Date.....

Scheme.....

Parish.....

Accessibility (tick boxes)

- Dropped kerbs – improved pedestrian access..... (0.3 max)
- New community footway..... (0.2 max)
- Improved access to schools..... (0.1 max)
- Improved access to local shops..... (0.1 max)
- Improved access to hospitals..... (0.1 max)
- Improved access to health care..... (0.1 max)
- Improved access to sheltered housing..... (0.1 max)

 TOTAL

Congestion

- Improved visibility..... (0.4 max)
- Improvement to on street parking..... (0.3 max)
- Remove carriageway obstruction..... (0.3 max)

 TOTAL

Environmental Issues and Impacts

- Reduce traffic speeds..... (0.5 max)
- Encourage walking, cycling or use of public transport (0.5 max)

 TOTAL

Road Safety Issues

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

 TOTAL

Maintenance Issues (- minus score)

- Significant utility plant impact (> £1,000)..... (-1.0 max)

 TOTAL

Note:

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

Part 1 Scores

Total

LAF DB Assessment Score

 GRAND TOTAL

Appendix A

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

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



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

To: Great Missenden Local Area Forum

Date: 20 October 2009

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

Recommendations

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

Introduction

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

Background

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

year (2009/10).

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

Table A

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

Funding:

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

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

Table B

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

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

Identifying Work Priorities:

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


Next Steps:

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

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

Local Area Technicians:


11. The Local Area Technicians responsible for the Chalfont area is Tony Broderick. The Local Area Technicians are based in the Amersham Area Office and can be contacted on 0845 230 2882.



Buckinghamshire **NHS**
Primary Care Trust

H1N1 / Influenza virus (Swine Flu)

Chief Executive Ed Macalister-Smith
Chair Stewart George



Buckinghamshire **NHS**
Primary Care Trust

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

Chief Executive Ed Macalister-Smith
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

Chief Executive Ed Macalister-Smith
Chair Stewart George



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

Chief Executive Ed Macalister-Smith
Chair Stewart George



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

Chief Executive Ed Macalister-Smith
Chair Stewart George



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

Chief Executive Ed Macalister-Smith
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.

Chief Executive Ed Macalister-Smith
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.

Chief Executive Ed Macalister-Smith
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.

Chief Executive Ed Macalister-Smith
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).

Chief Executive Ed Macalister-Smith
Chair Stewart George



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.

Chief Executive Ed Macalister-Smith
Chair Stewart George



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.

Chief Executive Ed Macalister-Smith
Chair Stewart George



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**

Chief Executive Ed Macalister-Smith
Chair Stewart George



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)

Chief Executive Ed Macalister-Smith
Chair Stewart George



Further Information & Advice

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

