

WADDESDON LOCAL AREA FORUM



DATE:	24 September 2008
TIME:	7.00 pm
LOCATION:	Grendon Underwood Village Hall

AGENDA

Item		Page No
1	Confirmation of Chairman To confirm the appointment of the Chairman of the Forum.	
2	Appointment of Vice-Chairman The Vice-Chairman to be a District Councillor.	
3	Apologies for absence/changes in membership	
4	Declarations of Interest To declare any personal or prejudice interests.	
5	Notes from previous meeting Confirmation of notes from meeting on 29 November 2007 at 7pm, Marsh Gibbon Village Hall.	1 - 2
6	Matters arising <ul style="list-style-type: none"> • Update on Youth Cafes in Waddesdon and Quainton • Update on Local Access • Service Excellence Event 	3 - 20
7	Future of locality working in Buckinghamshire <ul style="list-style-type: none"> (i) To receive report (a) County Council Resolution reported on 10 July 2008 (ii) To receive report (b) on the Terms of Reference. <p>Background information can be accessed through the following link:- http://www.buckscc.gov.uk/moderngov/ieListDocuments.asp?CId=107&MId=2493</p>	21 - 28
8	Proposal for change of name of Forum It has been proposed to change the name of this Forum to Waddesdon and The Winchendons to better reflect the geographical spread of the area covered.	
9	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.	
10	Petitions	

	None received	
11	Fire and Rescue Service Presentation by Will Rootes of the Fire and Rescue Service.	
12	Adult Social Care Presentation by Elaine Bedford from Adult Social Care.	
13	NAG An update on the activities of the Waddesdon NAG.	
14	Date of Next and Future Meetings The next meeting of the LAF will take place on 17 December 2008 at 7pm. Suggested dates of Future Meetings: 2009 18 March 17 June 16 September 16 December	

Democratic Services Contact : Katy MacDonald, Tel 01296 383604, Email
kmacdonald@buckscc.gov.uk

Please contact me if you have any special requirements e.g. hearing loop

Agencies : Thames Valley Police, Buckinghamshire PCT, Milton Keynes and
Buckinghamshire Fire & Rescue Service, Aylesbury Vale District Council, Buckinghamshire
County Council

Draft ACTION NOTES

MEETING:	Waddesdon Local Area Forum
DATE:	29 November 2007, 7.00pm
LOCATION	Marsh Gibbon Village Hall

Present:	David Vick (Waddesdon Parish Council), Arthur Evans (Quinton Parish Council), Nick Butler (Quinton Parish Council), Chris Williams (Ludgershall Parish Council), Michael Rees (Wotton Underwood Parish Council), Nick Payne (Woodham Parish Council), Jackie Phipps (Aylesbury Vale District Council), Peter Harper (Edgcott Parish Council), John Cartwright (Local Member) and Michael Edmonds (Chairman and Local Member).
In Attendance:	David Rollins (Aylesbury Vale Youth for Christ), Peter Frizelle (Aylesbury Vale Youth for Christ), Lizzie Sadd (Aylesbury Vale Youth for Christ), Claire White (Aylesbury Vale Youth for Christ), Kieran Roberts (Aylesbury Vale Youth for Christ), Dave Smith (Bucks County Council), Steve Orchard (Bucks County Council), Madeleine Howe (Bucks County Council), Charlotte Watts (Bucks County Council), Colin Perrottet (Bucks County Council) and Claire Street (notes).
Apologies:	None.

ISSUES RAISED		ACTION
<p>Youth Cafés – Dave Rollins, Aylesbury Vale Youth for Christ</p> <ul style="list-style-type: none"> • A research report had been compiled assessing the needs of the youth and community. The report identified five needs; one of these was to ‘find venues that would provide affordable places for young people to hang out’. • As a result of the needs identified, 5 youth cafés were being opened in Buckinghamshire in partnership with Thames Valley Police, in premises such as schools and church buildings. • Activities at the cafés included sports, games, crafts, drama and dance. • A youth café was to open in Waddesdon – members were asked to identify suitable premises for this. • One suggestion was the High School. • Arthur Evans from Quinton Parish Council said that Quinton PC would be interested in working with Dave Rollins on the Waddesdon café. 	Quinton Parish Council	
<p>Local Access– Charlotte Watts</p> <ul style="list-style-type: none"> • This was a two year project with a budget of £45k aimed at improving access to BCC services through the use of initiatives such as Customer Access Points. • Facilities at the Customer Access Points could include leaflets, freephone to BCC Contact Centre or specialised IT kiosks. • Customer Access Points needed to be strategically placed for maximum contact with customers – where would be a good place in Marsh Gibbon? • Suggestions were village shop, mobile library or post office. Could use a card such as the one used by Highways on Call. • Key members of the community could be used to ‘signpost’ to BCC services – BCC could give training for this. • Need to avoid duplication with other information already available. • GC2C were hoping to develop a website with maps of the local areas which could be used to find out about services. 		
<p>Highway Maintenance Issues</p> <ul style="list-style-type: none"> • Re-surfacing at Westcott - A41 would take place on 9 December • The verge had been re-instated at Gypsy Bottom • Speed on the Gated Road – A41 – officers were looking to see if anything 		

ISSUES RAISED	ACTION
<p>further could be done. The area had not yet been reviewed.</p> <ul style="list-style-type: none"> • Area 11 was to be reviewed Spring 2009. • Verge cutting – it seemed this was being carried out at inappropriate times (e.g. in winter when grass was not long). Michael Edmonds agreed to pursue this to ensure there had not been a charge for any extra cuts. • Gritting on the Berryfields gated road – this had not met the criteria for gritting. Concerns could be raised with the Local Member or Cabinet Member for Transportation. • Flooding Edgcott – the landowner, a local farmer, had been written to about the flooding. • Barriers near the local Police Station in Waddesdon were causing a problem. • Congestion was occurring on Baker Street / Chestnut Close, Waddesdon, by the yellow lines– buses were getting blocked. • Footpath had disappeared near the Five Arrows car park – this was concerning as the path was used by schoolchildren. • Lights were not working opposite the Toulouse Café, Waddesdon. • Gas poles were being situated on verges – Colin Perrottet would pursue with the Utility company. • Flooding, Blackgrove Road. This seemed to have been caused by an area of tarmac which had been tipped following recent resurfacing, preventing water from draining into ditches. • Flooding was occurring at Ludgershall / Kingswood. • Most of the chevrons at Ludgershall had been replaced – the remaining one was with the traffic contractor. • The result of the recent review of rural grass cutting was to retain the status quo. • Re-building method on the bridge at Blackgrove Road. Simon Dudley had contacted Railtrack who said the bedding in process was causing slight movement. Railtrack would be visiting the site to carry out repairs. <p>Officers were congratulated on maintenance work carried out this year – site visits by officers in conjunction with Parishes were particularly helpful.</p>	<p>Michael Edmonds</p> <p>Colin Perrottet / Dave Smith for maintenance issues raised</p>
<p>Service Excellence Events</p> <ul style="list-style-type: none"> • These were being held in each of the GC2C areas – the aim was to explore what could be done in the local areas to improve community services. • The event for the Waddesdon cluster would take place in April / May 2008 and was likely to be held at the Railway Centre in Quanton • All local members / Parishes would be invited. 	
<p>Ideas for Future Agendas</p> <ul style="list-style-type: none"> • Waste Disposal • Local Routes – Rat-Running • Growth (invite John Byrne / Ian McGowan – as part of the item ask them to explain the ten year rule). 	
<p>Dates of Future Meetings</p> <ul style="list-style-type: none"> • To be confirmed by Madeleine Howe. Thursdays were best. 	<p>Madeleine Howe</p>



WORKING TOGETHER FOR SERVICE EXCELLENCE

Getting Closer to Communities – Waddesdon Local Area

9 May 2008

Quainton Village Hall

Report produced by:
Change Support Team, Buckinghamshire County Council
01296 383645 change@buckscc.gov.uk



Objectives for the day:

- To raise awareness of the importance of customer service;
- To seek opportunities for working across organisational boundaries, saving costs and improving the resident's experience;
- To provide an opportunity for networking;
- To generate suggestions for improvement to service delivery in the locality;
- To take forward realistic and achievable actions to tackle some of the issues raised.

Delegates' additional objectives for the day:

- Make life more enjoyable for those in Quainton
- Get people working together
- Raising the profile of the area
- Raise awareness of transport issues in this area

Customer Intelligence – What do we already know about our customer base?

Delegates brought along knowledge they have about the issues for their customers/residents in the Local Community Area. This information helped to build a picture of the area, getting a handle on what our customers want and needs are and their views of service(s) provided. On the day, this key information was recorded onto post-it notes and collated into the themes detailed on the following pages.

Transport / Highways

POSITIVE	NEGATIVE
Winslow Community Bus will have a new larger vehicle delivered this month to serve the area	Sharps Close, Waddesdon – Lack of available parking – Could grass verges be utilised for parking?
Buckinghamshire Youth Bus now available across the county (subsidised Transport for Youth Groups)	Anstey Close, Waddesdon – Residents complaining that bin/service lorries mounting central green due to number of parked cars
Highways on Call usually works well, but needs advertising more to residents	Bicycle safety education
The introduction of Local Area Technicians for each local community area. This offers a much more locally focussed service	There is little available for young people to do in their leisure time if they do not enjoy sporting activities. If they go into Aylesbury in the evening there is no bus service to get them home again
Extra investment/commitment from BCC to improve highways with £3.25m extra monies invested this year	Lack of public transport, particularly for young people's needs
Parish Councils are given direct access to LAT through telephone, e-mail, village walk abouts, forums etc to discuss issues and possible actions to resolve through programmed works	Biggest issue – State of the roads. Chucking a bit of tarmac in a hole in the road is a waste of time if it is not followed up by a proper repair
	Massive cost of transport for the disabled i.e. my wife has MS and not always know an exact time she wishes to travel to Aylesbury or other town, so Dial-A-Ride is not always the answer. Private transport and the cost of fuel is crippling on a limited income
	Access services for the disabled. Pavements and drop kerbs in the high streets and estate around Waddesdon and other villages. Also low level overhanging shrubs etc
	Speeding traffic in Station Road and Lower Street in Quainton is persisting
	Ineffective road markings and road signs leading to parking problems at Waddesdon School

	Need a more comprehensive programme of clearing surface water drains so water can drain away more quickly
	Parking in Waddesdon village
	Advertise Highways on Call to residents more e.g. Parish magazines
	Lack of transportation and advertising of Youth Services (bus services from Quainton to Waddesdon)
	HGV's travelling through Ashendon using unsuitable road not signed as such (Westcott Venture Park)
	Lack of Sunday bus services mean that young people cannot travel between Aylesbury and Quainton
	Aylesbury Dial-A-Ride in need of two new vehicles in order to provide a better service to this area
	Parking on pavements in Baker Street, Waddesdon
	Condition of roads/pavements due to rural location roads being more important to customers. Condition may not be as bad as others, therefore, works are priorities within the whole area
	There is no doubt a backlog of catch up repairs in terms of potholes in the carriageway and faulty footpaths throughout this local community area
	Lack of facilities for young people or transport to get them to cinema/MK etc
	Heavy traffic entering Westcott Venture Park passes through the village
	Flooding on Westcott village roads a problem after rain

Communication / Information / Customer Service	
POSITIVE	NEGATIVE
The village has a monthly newsletter which contains a lot of information, including extracts from the Parish Council/minutes	Lack of communication/knowledge to make complaints to correct area of local government – Housing Trust Roads
Become acquainted with Council officers, Police and all those who provide services by attending their meetings and responding to their surveys	How do residents want access? Telephone, web or local contract centre (Where would it be? Waddesdon or Haddenham?)
Very little contact with/from this area regarding emergencies	Lack of self help ensuring owners maintain their properties to avoid hazard and improve safety within the villages
Provide good information on services, specifications and requirements through Parish magazines	Some service providers are painfully slow to respond and need much badgering
Do not be afraid to complain. Information sheets of contact names and telephone numbers organised alphabetically by the services they offer have been a tremendous help	What is the council doing to help keep Post Offices in rural areas
A number of well run Parish Council's who work well for their residents	No library in this community area
Very little contact with this area regarding emergencies	
Crime and Anti-Social Behaviour	
POSITIVE	NEGATIVE
Crime and anti-social behaviour	Lack of reported crime in Marsh Gibbon, although it is happening
Police came very promptly when we had a break in at the Railway Centre	Vandalism, not necessarily by 'locals'
NAG & NHP	

Housing, Environment and Green Spaces

POSITIVE	NEGATIVE
Affordable housing project underway for Waddesdon	Vandalised/abandoned buildings in Waddesdon. Football pitch/old food merchants
Walk rounds with Police and Highway Officials have been a tremendous help	The urban area is coming too close for comfort
Good response from EVA's	Recycling (permit required)
No particular fly tip hot spots. Response from Contract Services is generally quick and the area is generally clean	BCC website does not list what exactly goes in the recycling
Quainton has good sports facilities. Waddesdon School has an astro turf pitch and a sports hall which local clubs can use in the evenings	The Waddesdon layby on A41 is heavily used and therefore, important to keep clean as it gives a 'first impression' coming into the area. This includes litter and cleanliness of toilets
Excellent sheltered housing complex in Waddesdon	To many large houses being built. £70,000 plus and not any for young or lower income families
Footpath signage and maintenance	Affordable housing in villages – We hope the new development in Quainton will be more affordable
Tourism healthy in the area – Waddesdon Manor effect?	AVDC planning department have own criteria which does not necessarily agree with village/parish needs
Community spirit is helped by groups organising activities and having our central village green - Quainton	Damaged skate park equipment in Waddesdon
Working windmill - Quainton	Residents prefer to have rented and low cost housing in their villages
Our lovely new hall in Quainton is a real bonus, as is our new skate park	Dustbins left all over pavements after emptying
Good community spirit in Quainton and a good mix of local businesses and retailers	AVDC leniency in allowing home extensions where there is no parking, is exacerbating parking difficulties in the villages

Health	
POSITIVE	NEGATIVE
Excellent doctors surgery/practice	Availability of transport to/from hospitals, particularly with move of many departments to HW (visitors/outpatients)
Good health and social joint working for the benefit of patient/service users	Individuals and organisations not aware of shuttle bus that leaves SMH and HW to go to each hospital – Needs to be advertised
There is inter-hospital transport between hospitals (SMH and HW)	Transport issues a major problem on getting to HW hospital
Two facilities (Whitchurch and Waddesdon) provide GP surgeries in Quainton, twice a week.	Access to area/care agencies or availability and co-operation of care (i.e. continuing care/palliative care)
Generally people happy with health services in area (GP surgeries and hospitals)	

Education and Libraries	
POSITIVE	NEGATIVE
Local schools enjoy a good reputation and have committed parents	The form of accepting children into local schools even if they live in catchment areas. I have a 10 month old grandson and we live in Waddesdon, but I feel we can't guarantee he goes to Waddesdon Schools.
	Parking in Lower Street/Strand/The Green – Quainton. Especially during school drop off and pick up
Youth and Children	
POSITIVE	NEGATIVE
We do have two active churches, a sports club, Scouts, Guides and Brownies providing activities for young people	No county youth service provision in the area
With Aylesbury Vale Youth for Christ, we are hoping to get up a youth café in Quainton	Facilities for youth
Youth services in Waddesdon of good quality for all ages (especially when YFC Café opens)	Need to draw young people into community – people and facilities
Full time youth worker for Rural Outreach	Lack of services for young people and older residents in Westcott
A new countywide detached youth work team to meet some of the needs of young people not served by current provision	Lack of staffing resources to deliver youth work across the rural area
Older People	
POSITIVE	NEGATIVE
Quainton facilities for the elderly are better than most villages i.e. Day Centre Christmas parties etc	
Excellent local day centres in Waddesdon/Quainton for older people	
Senior citizens have day centre which they can attend	

Action Plans:

1. I or we will do:	Lead person	By when
Topic: Better communication with Local Area Technician		
Speed check Station Road for new development	Dave Smith	Next week
Lack of operation between Parish & County leads to lack of interest within Parish Council's	Dave Smith	Ongoing
Marsh Gibbon Parish meeting. Arrange Parish village walk about	Jackie Phipps (District Councillor)	End of June
Update Local Area Technician leaflet to include more current initiatives within Transport	Darren Conlon-Taylor	End of August
To attend village walkabouts	Darren Conlon-Taylor	Ongoing

2. I or we will do:	Lead person	By when
Topic: Community Spirit		
Publicise the Day Centre more widely using village newsletters	Brenda Davis	ASAP
Drop in event in village hall	(Parish Council) Arthur Evans	During summer months
Walk rather than use the car to encourage socialising	School governors	ASAP
Continue with welcome pack distribution to villagers	Village Society (John Spargo)	Ongoing
Continue with village newsletter, free to all households	(Quainton Church) Laurie Cooper	Ongoing
Continue to encourage village activities and organisations by attending their functions and praising them	Barbara Fell, Phillip Mears, Brenda Davis, Arthur Evans	Ongoing

3. I or we will do:	Lead person	By when
Topic: Health		
Contact the Practice Manager Forums to create channel of communication.	Madline Howe/Stephanie Large	23 May 2008
Improve channels of communication with 2 way GP practices	Deborah Taylor/Madeline Howe	Ongoing

Share what I have learnt about success factors for Waddesdon Surgery	Madeline Howe	23 May 2008 and ongoing
Publicise shuttle bus between Stoke Mandeville and High Wycombe	Deborah Taylor/Madeline Howe	Ongoing
4. I or we will do:	Lead person	By when
Topic: Youth Access		
Information about what is available in the area for 0-19 year olds, including: - sports/music/leisure/clubs	Simon Billenness	September 2008
Out of schools activities run in schools. Contact providers and collate information	Simon Billenness	September 2008
Newcomers pack insert Quainton School and AVDC pack	Gareth Morley, Sheila Knox, Gary Dawson	October 2008
Publicise Youth Bus in Waddesdon via Parish Councils and Waddesdon Youth Club	Richard Maskell	July 2008
Write to Parish Councils to explore a Youth Bus service	Simon Billenness	July 2008
County cycling initiative – How could this help Waddesdon residents? How would it be passed to participants?	Simon Billenness	July 2008
Raise young people's awareness of safety on the roads. Bike stamping and motorbike safety	Gareth Morley	September 2008
Could cycling proficiency in Quainton be opened to others?	Sheila Knox	July 2008
5. I or we will do:	Lead person	By when
Topic: Recycling		
Cross linking recycling section of AVDC website with BCC website	Jackie Robain	30 June 2008
Posters (A3 or A4) of items which can be recycled for Parish notice boards, library, public areas, school notice boards	Jackie Robain to refer to refuse section	30 June 2008
Can/plastic bottle recycling for charity tourist sites	Janet Small	30 June 2008
Availability of recycling collection to as many houses as possible. Avoid postcode lottery – Look at each on an individual basis	Nigel Brooke	30 June 2008

Evaluation and feedback:

How would you rate the effectiveness of the workshop on a scale of 1 - 6 where 1 is low and 6 is high?		
Rating	Number of votes	Percentage
1	0	0%
2	0	0%
3	1	6.25%
4	3	18.75%
5	10	62.5%
6	2	12.5%
		Average: 4.8

Which parts of the workshop were MOST useful and why?	
1	All aspects
2	Action group sessions –The session identified an area for partnership working through estate walkabouts
3	Meeting the ‘right’ individuals to affect change
4	Networking and understanding how the area operates
5	The actual workshop discussions. It was nice talking to people from all services and actually getting answers to questions and why
6	Networking
7	Most useful. I feel that communication is a key to solving most of the issues put forward. Many of the solutions are already there, we just need to know about them
8	Talking to other people
9	Meeting people who have very diverse and interesting points of view
10	Making contacts and surveying hall for use as a Reception Centre

11	Ideas and communication
12	Finding out what others thought about the areas issues

Which parts of the workshop were LEAST useful and why?	
1	Nothing springs to mind
2	Nothing
3	Enjoyed all aspects, as new to the area
4	Reviewing all the statistics could be have been considered
5	None
6	Many of the 'most important issues for residents' were not mentioned
7	Going over information already given in notes
8	No local residents

What would you change and how?	
1	More Parish members attending
2	Second session I've attended. Both have proved useful so wouldn't change anything
3	Nothing – Think you've got it right now!
4	Some sort of ice break type session
5	Nothing
6	Would benefit from wider attendance perhaps
7	At least tackle the top 5 issues 'most important'

8	Give information of what previous workshops have achieved
9	No local residents. Survey highlighted issues and then topics bypassed to discuss our issues i.e. low level crime and street repairs were not discussed. Therefore, tackle residents issues















State 3 things you will personally do as a result of this workshop.	
1	Try harder to encourage those Parish Council's who may feel communication between us and them a waste
2	Bring my Parish Council up to date with the workshop information and suggestions made by participants in the groups
3	Advertise Highway's Services through VAHT newsletter
4	The actions identified in group session
5	Investigate recycling as an action point
6	Check my recycling more closely and try to help more in the community
7	Follow up on action points on the youth access
8	I will take forward the request to ensure that there is clearer cross linking of services for recycling through to Bucks/AVDC websites, I will endeavour to get posters organised for all Parish notice boards – recycling and what can't be taken, I will keep the delegates list for networking purposes
9	Contact Youth Club leader at Waddesdon to promote Youth Bus to the Parish Council's in the Waddesdon area for their young people
10	I shall attend more village events
11	Communicate with other villages regarding the day centre
12	Research into youth facilities
13	Continue to work with Quainton Parish Council and local NAG to keep residents informed
14	Pass on relevant information to my line manager








Any other comments:	
1	What a difference to previous ones I've attended. Great intro, no picking on people-great stuff! Short, sharp and effective workshops. Really productive, really useful, really enjoyed it. Thank you

Delegate names and contact details:

Name	Organisation	Role / Responsibility	Address / Email	Telephone
Adamson, Karen	Buckinghamshire County Council	ASC Community Development Worker	kadamson@buckscc.gov.uk	01296 383847
Billinness, Simon	Buckinghamshire County Council	Lead Youth Worker	sbillinness@buckscc.gov.uk	01296 688314
Brooke, Nigel	Aylesbury Vale District Council	Corporate Director - Communities	nbrooke@aylesburyvaledc.gov.uk	01296 585110
Cliffe, Tony	Waddesdon Fire Station	Crew Manager	wad@bucksfire.gov.uk	07759 309779
Conlon-Taylor, Darren	Vale of Aylesbury Housing Trust	Neighbourhood Manager	darren.conlon-taylor@vaht.co.uk	01296 732793
Davies, Anne Marie	Buckinghamshire County Council	Transportation Co-ordinator Aylesbury Vale	amdavies@buckscc.gov.uk	01296 383426
Davis, Brenda	Quainton Day Centre	Manager	39 Northend Rd, Quainton, HP22 4BD	01296 655363
Dawson, Gary	Aylesbury Vale District Council	Emergency Planning Officer	gawson@aylesburyvaledc.gov.uk	
Evans, Arthur	Quainton Parish Council	Chairman	Quainton.pc49@btinternet.com	
Evans, Joyce (Cllr)	Westcott Parish Council	Councillor	40 Lower Green, Westcott, Aylesbury, HP18 0NS	
Fell, Barbara	Waddesdon CofE School		barbarafell49@yahoo.co.uk	01296 651382
Godwin, Malcolm	Buckinghamshire County Council	Rural Towns Co-ordinator	mgodwin@buckscc.gov.uk	01296 382489
Heirons, Nick	Buckinghamshire County Council	Trading Standards	nheirons@buckscc.gov.uk	01296 382592
Howe, Madeleine	Buckinghamshire County Council	Senior Local Co-ordinator	mphowe@buckscc.gov.uk	01296 383406
Knox, Sheila	Quainton Parish Council	Vice-Chairman	Quainton.pc49@btinternet.com	

Name	Organisation	Role / Responsibility	Address / Email	Telephone
Large, Stephanie	Waddesdon Surgery	Practice Manager	stephanie.large@nhs.net	01296 658585
Maskell, Richard	Buckinghamshire Community Action	Rural Transport Partnership Officer	Richard@bucks-comm-action.org.uk	01296 421036
Mears, Rev Phillip	Quainton Holy Cross and St Mary	Reverend	wandp@pdmears.f2s.com	01296 655237
Orchard, Steve	Buckinghamshire County Council	Lead Area Officer	sorchard@buckscc.gov.uk	01296 383411
PC Gareth Morley	Waddesdon TVP	Thames Valley Police	Gareth.Morley@thamesvalley.pnn.police.uk	0845 8 505 505
Phipps, Jackie	Aylesbury Vale District Council	District Councillor	jphipp@aylesburyvaledc.gov.uk	
Robain, Jackie	Aylesbury Vale District Council	Cleansing Team	jrobain@aylesburyvaledc.gov.uk	
Selby, Anna	Service Manager - Integrated Teams	NHS PCT	anna.selby@buckspt.nhs.uk	01296 310055
Small, Janet	Buckinghamshire Railway Centre	General Manager	bucksrailcentre@btconnect.com	01296 655270
Smith, David	Buckinghamshire County Council	Planning & Transportation	dasmith@buckscc.gov.uk	01296 383916
Stray, Pete	Waddesdon & Marsh Gibbon Neighbourhood Action Group	c/o Waddesdon Police Station	petethechef@aol.com	Tel. 0845 8 505 505 / 01296 658047
Taylor, Deborah	Buckinghamshire PCT	Partnership Development Officer	Deborah.Taylor@buckspt.nhs.uk	01494 552244

	David Smith Planning & Transportation Buckinghamshire County Council		Darren Conlon-Taylor Neighbourhood Manager Vale of Aylesbury Housing Trust
	Tony Cliffe Crew Manager Waddesdon Fire Station		Anne-Marie Davis Transportation Co-ordinator (Aylesbury Vale) Buckinghamshire County Council
	Richard Marshall Rural Transport Partnership Officer Buckinghamshire Community Action		Jackie Robain Cleansing Team Aylesbury Vale District Council
	Brenda Davis Manager Quainton Day Centre		Simon Billenness Lead Youth Worker Buckinghamshire County Council
	Nigel Brooke Corporate Director – Communities Aylesbury Vale District Council		Anna Selby Service Manager- Integrated Teams NHS PCT
	Karen Adamson ASC Community Development Worker Buckinghamshire County Council		Barbara Pell Waddesdon C of E School
	Gary Dawson Emergency Planning Officer Aylesbury Vale District Council		Stephanie Large Practice Manager Waddesdon Surgery

	<p>Janet Small General Manager Buckinghamshire Railway Centre</p>
	<p>Arthur Evans Chairman Quainton Parish Council</p>
	<p>Pete Stray Waddesdon & Marsh Gibbon Neighbourhood Action Group</p>
	<p>Rev. Phillip Mears Quainton Holy Cross and St Mary's Church</p>
	<p>Debbie Taylor Partnership Development Officer NHS PCT</p>
	<p>Malcolm Godwin Rural Towns Co-ordinator Buckinghamshire County Council</p>
	<p>Nick Heirons Senior Trading Standards Officer Buckinghamshire County Council</p>

Waddesdon Local Area Forum

Purpose of Report.

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

Background

Local Committees

1. In 2000 Buckingham County Council established 4 Local Committees, one for each District Area.

Initially these Committees focused on Transportation and environmental issues and replaced the former Road Safety Consultative groups.

Participants are County Councillors, District Councillors, Parish Councils and other partner bodies including some voluntary sector service providers.

Over the course of the last 8 years both Aylesbury Vale and South Bucks Local Committees have adopted a joint approach with County Council and District Council sharing agendas. Additionally other partners have placed items on agendas and promoted presentations and consultations at all 4 Local Committees.

2. Constitutionally the four Local Committees are advisory although the County Council has made an annual Capital sum of £125K per Local Committee available for local Transportation and environmental use. The committee role is to advise the Head of Transportation on appropriate schemes and projects and wherever possible suggestions/schedules of schemes have been accepted and work implemented. The budget responsibility has however, remained with the Head of Transportation.

Area Working (19 areas of Buckinghamshire)

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

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

5. For some time now a number of County Council members have held cluster group meetings with parishes in their divisions and found that this "sub-district" arrangement has helped develop a sense of local identity.

County Council members, holding these cluster meetings, have also included District colleagues and other public service providers. The Local Area Forum concept (see below) rationalises and formalises this sort of meeting.

Proposal

Local Area Forums - Consultation and Development

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

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

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

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

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

Conclusion

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

Council Meeting - 10 July 2008

The following resolution was passed:

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

Terms of Reference

Waddesdon LAF

Purpose of Report.

(a) To **inform** Waddesdon LAF of the contents of the proposed LAF terms of Reference (including Constitutional and Operating Arrangements)

(b) Members of the LAF are asked to **note** this report and are invited to **discuss** elements of the Terms of Reference (including and Operating Arrangements) that are open for LAF decision.

Background

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

D FUNCTIONS OF LOCAL AREA FORUMS

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

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

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

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

the Community Engagement Pathfinder project)

- To refer issues of local concern to the relevant organisation or partnership for attention, to monitor action and negotiate the resolution of issues.
- To undertake a local scrutiny role on service policy, performance or issues of local concern*, including co-option onto local **overview and scrutiny committees** for specific reviews and dealing with **Councillor Calls for Action** and local petitions. (**Note: the local scrutiny function will need to be exercised proportionately and with regard to the programme of Overview and Scrutiny Committees to avoid duplication)*