Bath & North East Somerset Council

Connecting Communities Area Forum

Action Plans 2015/16

The Connecting Communities Area Forums have been established across the whole of Bath and North East Somerset. There are five Forums area: Bath (the Bath City Forum), Bathavon, Chew Valley, Keynsham Area and Somer Valley. See appendices for more information about Connecting Communities.

The development of each Forum is at different stages. This is due to previous partnership arrangements in place, a legacy of regeneration partnerships and local representation on the 'Local Strategic Partnership'.

A series of workshops were held in July 2015 for Bathavon, Chew Valley, Keynsham and Somer Valley. The aim of these was to help the Forums consider different ways of working together, a better understanding of what partners can offer and review the influence and effectiveness of the Forums for the future. The outcomes of the workshops have been developed into a series of action plans see below which also draw together previous discussions held by previous partnership arrangements.

As the Bath Forum is in its early stages, having met only twice, they has undertaken a wide range of work on agenda planning as well as progressed a number of key actions and these are summarised below.

The action plans have helped each Forum focus on what really matters most and update their progress.

Bath City Forum Action Plan- Draft

Theme	Issue	Action	Lead / Involving	Update
Children & Young People	Youth representation on the BCF is sought	TBA	Cllr Goodman/MYP Cllr Norton	Discussions have taken place with the new MYP with view to invitation to the Forum Cllr Norton has suggested learning from Basildon youth initiatives
Developments and Infrastructure	Student Accommodation Community Infrastructure Levy - local element Consideration of a neighborhood Plan or plans for the City Flood Risk management Bath Enterprise Area	 Task group established to develop a process of engagement and disbursement. To be discussed at a future BCF meeting	Cllr Goodman Cllr Darey- chair of task group To involve John Wilkinson	Chair of Forum has been tasked to review current situation. Task Group has met once - next meeting planned and advice commissioned on how to progress this within the Forum's structures and terms of reference. Programmed for April meeting. For Bath City Conference. For Bath City Conference. A Task and Finish group on major developments in the City has been proposed as has one on affordable housing.

Economic development, skills, training and enterprise	Business interest representation and independent traders		To involve Tim Newark	Task and Finish group to be stablished at next Forum meeting; Tim Newark co-opted to Bath City Conference steering group.
Environmental Sustainability & Climate Change	Carbon reduction and energy efficiency raised as potential agenda items			
Health & Wellbeing	Your Care, Your Way Consultation			Your Care Your Way presented to first Forum meeting
Stronger Communities	Effectiveness and engagement of BCF "Enforcement" suggested as potential Task and Finish group Impact of HMOs and Article 4 Audit of access issues in the City	Task group established to review and working of BCF TBD See above re student accommodation	Cllr Rayment - Chair of Constitution Task and Finish Group	First meeting held next one planned. Potential for Bath City Conference workshop
Transport	Implementation of Transport Strategy and links to air quality			Expected to be discussed at Bath City Conference along with other infrastructure/development projects (see above re infrastructure)

Other	Reports back from task and finish groups			CIL and Constitution groups established.

Bathavon Action Plan

Transport was the highest priority raised at the July 2015 workshop for Bathavon, as well as a need to improve information sharing and community engagement.

Theme	Issue	Action	Lead / Involving	Update
Children & Young People	Improve the provision of services and facilities for young people.	Share best practice between villages that are supporting youth provision.	B&NES Children Centre Services Parish Councils	Outstanding
Developments and Infrastructure	Ensure the impact of development maintains the identity of villages and provides sufficient improvements to infrastructure such as schools, roads, traffic, affordable housing and health (being aware of the needs of boat dwellers living in the area.)	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process. Report back to Forum on progress.	B&NES Planning Policy All Parish Councils	Joint Spatial Plan Consultation launched in November 2015. All Forums have hosted a presentation on this. Initial consultation ran until 29th January 2016 and a joint response was submitted from all Forums. Two working groups involving selected Parish Councils and Ward Councillors were set up in February 2016 to look at the JSP in more detail with Planning Policy. They will run until May 2016. Planning Policy will give an update to all Forums in April 2016. The Draft Placemaking Plan Consultation ran from 16th December 2015 – 3rd February 2016. Parish Councils are given support with Neighbourhood Plans if they wish to develop these. The Green Spaces Strategy was presented to the February Forum meetings with a deadline for comment of 31st March 2016.

				Forums will be kept up to date on progress.
Developments and Infrastructure	Better integration of students who live within existing communities	Work with the Student Community Partnership to explore local projects	Student Community Partnership/Bath City Forum	The Bath City Forum debated this topic with the University of Bath and Bath Spa University at their January 2016 meeting. The Chair of the Bath City Forum, Cllr Bob Goodman, has been tasked to undertake further research on HMOs; student accommodation and student numbers etc. Forum members will be notified of progress. They may attend Bath Forum meetings and receive papers if wished. An update will be given at the April Forum meeting.
Economic development, skills, training and enterprise	Improve the availability of apprenticeships, work placements and volunteering opportunities and support those people who are unemployed / career changes	Review existing apprenticeships, work placements and volunteering opportunity currently available Explore mentoring and coaching opportunities	B&NES Economic Development and Volunteer Centre, Children's Centres	Outstanding
Environmental Sustainability & Climate Change	Encourage sustainable energy - better understanding of the benefits and opportunities for environmental sustainability initiatives	Explore examples of local energy production in the area.	Bath & West Community Energy and B&NES Sustainability Team	Outstanding but potential future Agenda item.

Health & Wellbeing	Encourage more referrals to existing services particularly support for older people Utilise more community venues for social activities	Explore options for a 'village agent' or 'volunteer befriending service' to support individuals and signpost to services and use facilities to put on more social activities.		Outstanding but potential for West of England Rural Network (Village Agents) to present on their work and explore new possibilities for Bathavon at a future meeting.
Health & Wellbeing	Increase awareness of services available to improve the health & wellbeing of residents	CCG Community Services Review - input into the review of Community Services	B&NES Clinical Commissioning Group	All Forums have hosted two 'your care, your way' consultations. The full programme is available on their website. Phase three will run from Winter 2015 to Summer 2016. The Forums will receive an update during the Summer on progress. Forums have also been asked to put forward representatives to sit on the 'your health, your voice' meetings. These are held every two months for members of the public to provide feedback on the CCG's plans for improving local health services. We are still awaiting a representative for Bathavon but a reminder was given at the February 2016 meeting.
Stronger Communities	Future format of Forum and getting more input from our communities:	Discuss terms of reference, membership and engagement plan for the Bathavon Forum. Draft terms of reference to be presented for discussion at the inaugural meeting in the Autumn.	B&NES Strategy & Performance and Chair of Forum All Forum members	A proposal for a working group to look at the future arrangements for the Bathavon Forum was proposed at the February 2016 meeting and is being established.

Stronger Communities	Better communication between B&NES and Parishes and better induction for new councillors (Common theme)	Explore options for better communication, buddying scheme for PC, training opportunities and sharing information and good practice.	B&NES Strategy & Performance Self-nominated Clerk representatives are: Jo Swift, Kirstie Green, Kathryn Manchee, Jane Griffiths, Tanya West and Clive Stilwell	A range of issues relating to Parish Councils were raised by Forums. A working group of Town and Parish Clerks has been established to discuss these in more detail. A questionnaire has been compiled and sent to all Parish Clerks, which includes reference to communications with residents. The results of the survey have been analysed and will be reported at Parish Liaison in May. Actions arising are being followed up. These include an offer of training and briefing sessions on a range of topics and advice to B&NES staff on understanding the role of/engaging with Town and Parish Councils. Clerks have also expressed interest in sharing best practice via Atrium (a web based collaboration tool) and this is currently being developed.
Transport	Influencing Transport Decisions at both strategic level (including neighbouring authorities) and at local level (responding to affordability, reliability, alternative options of public transport, speeding, volume of traffic, safer routes to schools, highway maintenance improvements.)	Discussion on transport issues will be included on the Bathavon Forum agenda for future meetings. Ensure the relevant officers and agencies are invited. Terms of reference needs to include a spokesperson from the Valley Parish Alliance	B&NES Planning and Transportation team All Forum members	Outstanding

Chew Valley Action Plan

Transport was the highest priority raised at the July 2015 workshop for the Chew Valley, followed by the need for improved information sharing and community engagement. Other priorities raised in 2013 included improved access to health and wellbeing services, support for rural businesses to thrive and improve broadband for rural businesses. A summary of the all the issues raised in September 2013 and July 2015 are detailed below.

Theme	Issue	Action	Lead / Involving	Update
Children and young people	Improve the provision of services and facilities for young people.	Explore wider use of Children's Centre for the whole community Utilise the Children's Centre bus for more activity in the Chew Valley (such as mobile One Stop Shop) Explore opportunities for more intergenerational links Support the developments of an Arts Centre at Chew Valley Secondary School to provide youth activity	B&NES Children's Services, Chew Valley Secondary School, WERN, B&NES Customer Services	The Chair of the Forum, Chris Head, has been liaising with the Strategic Director for People and Communities, Ashley Ayre, to explore wider use of the Children's Centre in Chew Magna. The topic is an Agenda item for the July Forum meeting, which will include a presentation by Customer Services regarding the future of One Stop Shops and Libraries. This creates opportunities to explore inter-generational links.
Children and young people	Promote positive behaviours of young people in the Chew Valley	Encourage more nominations to existing Awards to highlight positive achievements of young people across the area.	All Forum members	B&NES Chair's Awards: increased nominations for 2016. There were 24 nominations for young people this year and 15 last year. The winner of the Young Carer of the Year Award 2016 was from Chew Magna.

Developments and infrastructure	Ensure the impact of development maintains the identity of villages and provides sufficient improvements to infrastructure such as broadband, schools, roads, traffic, health, affordable housing and secure future for leisure centre.	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process. Report back to Forum on progress.	B&NES Planning Policy All Parish Councils	Joint Spatial Plan Consultation launched in November 2015. All Forums have hosted a presentation on this. Initial consultation ran until 29th January 2016 and a joint response was submitted from all Forums. Two working groups involving selected Parish Councils and Ward Councillors were set up in February 2016 to look at the JSP in more detail with Planning Policy. They will run until May 2016. Planning Policy will give an update to all Forums in April 2016. The Draft Placemaking Plan Consultation ran from 16th December 2015 – 3rd February 2016. Parish Councils are given support with Neighbourhood Plans if they wish to develop these. The Green Spaces Strategy was presented to the February Forum meetings with a deadline for comment of 31st March 2016. Forums will be kept up to date on progress.
Economic development, skills, training and enterprise	Improve the availability of apprenticeships, work placements and volunteering opportunities	Review existing apprenticeships, work placements and volunteering opportunity currently available	B&NES Economic Development and Volunteer Centre	Outstanding
Economic development, skills, training and enterprise	Support rural businesses to thrive.	Identify the type of support needed for local businesses	Chew Valley Chamber of Commerce	Outstanding
Economic development, skills, training and enterprise	Improve broadband for rural businesses.	Work with the Council to ensure local issues are highlighted	B&NES Economic Development	The Chew Valley Forum hosted a discussion at its February meeting on rural broadband. Members of the Forum were asked to undertake speed tests in advance of the meeting.

				A Broadband Summit Event will be held in B&NES during 2016. Further details will be made available to the Forums.
Environmental, sustainability and climate change	Reduce the impact of flooding by working in partnership with agencies and the community to identify prevention measures and maintenance (including Flood Warden Training).	Support the activity of the Chew Valley Flood Forum	Chew Valley Flood Forum	The updated Chew Magna Parish Community Flood Plan 2015 is now available on the Chew Magna website http://www.chewmagna.org.uk/regdocs.html). This is a comprehensive resource covering actions to be taken before or during flooding, responsibilities of all the various agencies, and a detailed schedule of contacts. The CVVF website is http://www.cvff.info/background-reports The Forum will be hosting a presentation on Sustainable Rural Drainage (equivalent to SUDS) at their April 2016 meeting.
Environmental, sustainability and climate change	Better understanding of the benefits and opportunities for environmental sustainability initiatives such as bulk buying of oil.	Explore the benefits including financial of sustainable energy sources	B&NES Strategy & Performance - Sustainability Team	Seek the Forum's view on this as an Agenda Item for a future meeting.
Environmental, sustainability and climate change	Maintain awareness of the threat of Fracking in the local community.	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process.	B&NES Planning Policy, All Parish Councils	As of early 2014 there has only been one planning application for exploration for Coal Bed Methane in the B&NES area. The application, made in September 2012, was subsequently withdrawn by the applicant UK Methane Ltd before it was determined. Relevant links on the Council's website are:- http://www.bathnes.gov.uk/services/environment/bath-hot-springs/hydraulic-fracturing-fracking/fracking-frequently-asked http://www.bathnes.gov.uk/services/environment/bath-hot-springs/hydraulic-fracturing-fracking

Health & Wellbeing	Improve access to services by offering more accessible ways to deliver services recognising the challenges of rural life and reducing inequality, isolation and loneliness.	CCG Community Services Review - continue to input into the review of Community Services and explore ways for local initiatives to be developed. Continue to support the Village Agents scheme - supporting individuals and increasing signposting of services for residents.	B&NES Clinical Commissioning Group All Forum members	All Forums have hosted two 'your care, your way' consultations. The full programme is available on their website. Phase three will run from Winter 2015 to Summer 2016. The Forums will receive an update during the Summer on progress. Forums have also been asked to put forward representatives to sit on the 'your health, your voice' meetings. These are held every two months for members of the public to provide feedback on the CCG's plans for improving local health services. The representative for Chew Valley is Chris Head, with Cllr Vic Pritchard deputising as required. The Village Agents have secured funding from Sirona to continue to deliver their services in the Chew Valley for 18 months from Autumn 15.
Safer Communities	Better Communication: especially between Police, Neighbourhood Watch and local residents Provide a safe community by supporting campaigns and initiatives that reduce crime.	Explore options for better communication, volunteer neighbourhood co-ordinator and make better use of social media and mobile apps. Explore the opportunity for a Pub Watch scheme	Avon and Somerset Constabulary Parish Councils, health visitors, agencies, one stop shop, businesses and local residents.	The Forums had a presentation from the new Chief Inspector, Kevin Thatcher, at their February meetings. Contact details for the Police and PCSOs to be made available to Parish Councils. The Stronger Communities team are currently creating the Forum boundaries on the police.uk website, so that crime statistics for these areas can be monitored.

Stronger Communities	Future format and make up of Forum	Discuss amendments to the terms of reference, memberships, frequency, venues, structure and promotion of meetings at the AGM/Inaugural meeting and implement new arrangements thereafter.	B&NES Strategy & Performance All Forum members	The Stronger meet regularly with the Chairs and Vice Chairs of the respective Forums. They also bring them together with senior officers from the Council to discuss forward plans and key issues. The Forum meetings have now been structured in a way that enables members of the public to raise issues with public services in an informal session at the start of each meeting. Forum members are regularly reminded to promote the meetings and consultations; encourage the participation of the public and feedback to any organisations they may represent.
Stronger communities	Ensure community facilities are accessible and affordable to the whole community.	Report back on the Chew Valley Mapping of community activities that is currently being undertaken.	Volunteer Centre	Stronger team to follow up with Mike Plows at the Volunteer Centre. This needs to align with the discussion in July regarding Children's Centres and Community assets.
Stronger Communities	Better Community Engagement between Parish Councils and residents	Identify ways in which Parish Councils engage with local residents eg, email distribution list, welcome pack for new resident and share best practice.	Vice Chair of Forum All Forum members	Outstanding
Transport	Influencing Transport Strategy taking account of: health and wellbeing of those more isolated; improve connections to the main public transport routes for commuters; improve community transport provision to local services; provide safer routes for cycling and	Transport Strategy - address issues that affect the Chew Valley Develop an engagement process for inputting into the B&NES transport strategy – set up a 'Task & Finish Group' from members of the forum to explore the	B&NES Place Directorate, Strategy & Performance, WERN All Forum members Include service providers e.g. Children Centres, Health & Social care, Hospitals, local GP's, local council members, local	The consultants brief for the Transport Strategy was presented to the Chew and Somer Valley Forums at their October 15 meetings. An update was given at the February Forum meeting and further information about the public consultation will be provided in due course.

	walking.	engagement options. Review the information contained within the Neighbourhood Plans and issues raised previously by the Forum. Complete the Chew Valley Transport Study: find out what is already happening - what is working, what isn't working including viewing the issues raised by the Forum.	businesses	

Keynsham Area Action Plan

Improving communication was the highest priority raised at the July 2015 workshop for the Keynsham Area. Other priorities raised in both 2015 and 2013 are detailed in the action plan below.

Theme	Issue	Action	Lead / Involving	Update
Children and young people	Improve the provision of facilities and services for young people	Explore opportunities to join up and improve services for children and families including better use of Children's Centre.	B&NES Children's Centres	Outstanding
Children and young people	Promote positive behaviours of young people	Encourage more nominations to existing Awards to highlight positive achievements of young people across	All Forum members	Chair's Awards: increased nominations for 2016. There were 24 nominations for young people this year and 15 last year.

		the area.		
Development and infrastructure	Ensure the impact of development maintains the identity of the town and villages and rural setting and ensure: sufficient improvements to infrastructure such as schools, roads, traffic and health; employment land is brought forward to create new jobs; increase availability of affordable housing for local people; relocation of leisure centre in Keynsham.	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process. Report back to Forum on progress.	B&NES Planning Policy All Parish Councils	Joint Spatial Plan Consultation launched in November 2015. All Forums have hosted a presentation on this. Initial consultation ran until 29th January 2016 and a joint response was submitted from all Forums. Two working groups involving selected Parish Councils and Ward Councillors were set up in February 2016 to look at the JSP in more detail with Planning Policy. They will run until May 2016. Planning Policy will give an update to all Forums in April 2016. The Draft Placemaking Plan Consultation ran from 16th December 2015 – 3rd February 2016. Parish Councils are given support with Neighbourhood Plans if they wish to develop these. The Green Spaces Strategy was presented to the February Forum meetings with a deadline for comment of 31st March 2016. Forums will be kept up to date on progress.
Development and infrastructure	Ensure community assets are maintained and retained for future community use.	Explore the opportunities to register local community assets	B&NES Planning Policy All Parish Councils	Outstanding - Stronger team to obtain an update on registered assets of community value.
Economic development, skills, training and enterprise	Create more job opportunities and support those people seeking employment	Support local initiatives such as Community @67 job club and Children's Centres employment and training support to help local residents seek employment.	Community @ 67, B&NES Children's Centres, Keynsham Chamber of Commerce, Saltford Business Network	JSA claimants across B&NES total 615 which is 0.5% of the working age population. Community@67 is currently delivering an employment programme along with Clean Slate to support people in job preparation, confidence building, action planning etc. Forum to host a presentation and discussion on the

				programme.
Economic development, skills, training and enterprise	Increase the opportunity for apprenticeships, volunteering and work placement opportunities	Review existing apprenticeships, volunteering and work placements currently available and explore new opportunities	Community @ 67, B&NES Children's Centres, Keynsham Chamber of Commerce, Saltford Business Network	Outstanding - Stronger Communities to follow up with Economic Development.
Environmental, sustainability and climate change	Improve the Air Quality	Input into the consultation draft Air Quality Action Plan for Keynsham and Saltford and monitor progress.	B&NES Place Directorate	In Autumn 2015, the Council consulted on draft air quality action plans for Keynsham and Saltford. The results are currently being collated.
Environmental, sustainability and climate change	Better understanding of the benefits and opportunities for environmental sustainability initiatives including solar panels, wind turbines and utilising the river Avon as an energy source	Explore the benefits including financial of sustainable energy sources	B&NES Strategy & Performance - Sustainability	Outstanding - seek the Forum's view on this as an Agenda Item for a future meeting.
Environmental, sustainability and climate change	Reduce the impact of flooding by working in partnership with agencies	Identify any flooding risks that impact on the local area	B&NES Place Directorate	Outstanding - Stronger Communities to obtain an update from the Flood Resilience Team.

Environmental, sustainability and climate change	Encourage people to take pride in their local community.	Support local initiatives such as Keep Britain Tidy, Volunteer Clear up days and In Bloom activity.	Parish Councils, In Bloom groups, Transition group	At the April 2016 Forum meeting, the Keynsham Wombles will be providing an update on their activities and sharing information on best practice. The possibility of including an update on Keynsham In Bloom at the same time will be explored.
Health & Wellbeing	Ensure services are accessible and affordable particularly for those more vulnerable and isolated people in the community	CCG Community Services Review - continue to input into the review of Community Services. Explore ways for local initiatives to be developed and promote existing opportunities	B&NES Clinical Commissioning Group All Forum members	All Forums have hosted two 'your care, your way' consultations. The full programme is available on their website. Phase three will run from Winter 2015 to Summer 2016. The Forums will receive an update during the Summer on progress. Forums have also been asked to put forward representatives to sit on the 'your health, your voice' meetings. These are held every two months for members of the public to provide feedback on the CCG's plans for improving local health services. The representative for Keynsham is Adrian Inker.
Health & Wellbeing	Lack of clarity regarding the provision of NHS services for residents living near other local authority boundaries.	Explore the possibility of B&NES residents being offered a choice of preferred provider	B&NES Clinical Commissioning Group and Bristol Clinical Commissioning Group	As above – this request has been incorporated in the feedback on the CCG's consultation.
Safer communities	Create a safe community by reducing the fear of crime and anti-social behaviour	*Address concerns around the increase in crime and anti-social behaviour (new action)* Support initiatives such as 'Neighbour Hoodies' to foster good citizenship.	Avon and Somerset Constabulary; B&NES; Town and Parish Councils and other agencies. Keynsham Town Council	A number of meetings involving various agencies were held during November and December 2015 to discuss the increase in crime and anti-social, particularly in Keynsham. Representatives from Keynsham now attend multi-agency meetings run by the Anti-Social Behaviour Team in order to report on-going issues. Other communities experiencing similar issues need to ensure this is escalated to this group and should report it to the Chair of the Forum.

				The Chair and Vice Chair of the Forum have also written to the local MP and the PCC to raise their concerns and have met with the new District Commander for Avon and Somerset, Ian Smith.
Safer Communities	Better communication between Police and local residents	Explore options for better communication; consider other methods (not just social media) make better use of free media i.e. Keynsham Voice/Week & Parish Magazines, noticeboards, community radio, a regular column is planned for Keynsham Voice.	Avon and Somerset Constabulary Parish Councils, local media.	The Forums had a presentation from the new Chief Inspector, Kevin Thatcher, at their February meetings. Contact details for the Police and PCSOs to be made available to Parish Councils. The Stronger Communities team are currently creating the Forum boundaries on the police.uk website, so that crime statistics for these areas can be monitored.
Stronger Communities	Alternatives to the Parish Ranger Scheme	Explore the opportunity for a Parish Ranger scheme for the area by sharing resources and ideas and links to volunteers.	Carolyn Beecroft (Chelwood PC) and John Twist (Corston PC) including support from B&NES Strategy & Performance All Parish councils in Forum Area	John Twist (Corston Parish Council) provided an update on this topic at the September 2015 Forum meeting: As the level of support from B&NES is reducing, Parish Councils need to join together to share what resources they have. There could be a potential for volunteers to support initiatives like the Parish Rangers scheme, although many volunteers are currently involved in lots of community activities already. There are possibilities of carrying out activities such as painting fingerposts etc. Awaiting the outcome of the review of the Parish Sweeper scheme, which could create opportunities. The Council will be consulting with Parish Councils at a future Parish Liaison meeting. Discussions have taken place between B&NES and Compton Dando PC regarding refurbishing/re-painting finger-posts in the five villages. This is scheduled to take place in summer 2016.

				Further discussion needs to take place between B&NES and PCs to explore shared resources and related, voluntary activity.
Stronger Communities	Improve communication between Utilities, Highways and the community	Invite public utilities (e.g. Wessex Water, Bristol Water) to attend future Forum meetings. Ensure planned highways works are disseminated to Parish Councils. Engagement at the planning stages will ensure better co-ordination.	B&NES Place Directorate and Strategy and Performance	All Parish Councils now receive weekly updates on streetworks, which includes works by utility companies as well as the Council. A demonstration of the 'Roadworks.org' website has been given to all Forums and members have been encouraged to promote the website to local residents. Feedback on this has been very positive. The Council's Highways team are also exploring how they might improve engagement with communities on programmed highway schemes – the Forums will be kept informed.
Stronger Communities	Improve communication and support between B&NES & Parish & Town Council Clerks	Explore options for better communication, buddying scheme for PC, training opportunities and sharing information and good practice.	B&NES Strategy & Performance Self-nominated Clerk representatives are: Jo Swift, Kirstie Green, Kathryn Manchee, Jane Griffiths, Tanya West and Clive Stilwell	A range of issues relating to Parish Councils were raised by Forums. A working group of Town and Parish Clerks has been established to discuss these in more detail. A questionnaire has been compiled and sent to all Parish Clerks, which includes reference to communications with residents. The results of the survey have been analysed and will be reported at Parish Liaison in May. Actions arising are being followed up. These include an offer of training and briefing sessions on a range of topics and advice to B&NES staff on understanding the role of/engaging with Town and Parish Councils. Clerks have also expressed interest in sharing best practice via Atrium (a web based collaboration tool) and this is currently being developed.

Stronger Communities	Improving and developing the Forum	Discuss amendments to the terms of reference, membership (include Colleges), frequency, venues, structure and promotion of meetings at the AGM meeting and implement new arrangements thereafter. Extend budget fairs to include Forum meetings.	Sub group to discuss proposals B&NES Strategy & Performance, Chair of Forum and Chair of Compton Dando PC All Forum members	The Stronger Team meets regularly with the Chairs and Vice Chairs of the respective Forums. They also bring them together with senior officers from the Council to discuss forward plans and key issues. The Forum meetings have now been structured in a way that enables members of the public to raise issues with public services in an informal session at the start of each meeting. Forum members' feedback regarding venues, frequency etc have been taken on board where possible. Forum members are regularly reminded to promote the meetings and consultations; encourage the participation of the public and feedback to any organisations they may represent.
Transport provision	Improve the provision of public transport for access to work	Ensure all Forum members have an opportunity to comment on the Keynsham Transport Strategy and monitor progress.	B&NES Place Directorate All Forum members	The Keynsham Transport Strategy was taken to the Council's Cabinet for approval on 8th July 2015. The Cabinet approved the Vision Document subject to an exhibition in Keynsham, which was held on 15th September, to allow local residents, commuters and visitors to discuss and understand the proposals. Any changes to the Keynsham Transport Strategy identified through the exhibition will be delegated to the Cabinet Member for Transport in conjunction with Council Officers. The final document will be circulated to Forum members as soon as it is available.
Transport provision	Ensure that any strategic transport planning considers the impacts to the Forum area and neighbouring authorities plans	Provide an opportunity to influence other local transport strategies (eg Chew Valley), neighbouring authorities plans and West of England.	B&NES Place Directorate All Forum members	The Forum will be notified of the planned public consultation events for Chew and Somer Valley Transport Strategy.

Transport provision	Ensure sufficient transport provision is offered for medical appointments and to help reduce isolation and loneliness	Actively promote community transport services and local bus services to local residents Promote the benefits of volunteering to support community transport services	All Forum members Community Transport schemes	B&NES hosts a community transport liaison group which has been looking at ways to raise awareness of their services and increase volunteering. A promotional video about the benefits of community transport is being explored.

Somer Valley Action Plan

A summary of the issues raised in July 2015 and discussions held in July 2014 are summarised in the action plan below:-

Theme	Issue	Action	Lead / Involving	Updates
Children and Young people	Youth Engagement in the Forum	Consult with young people and youth organisations on how they wish to engage with the Forum	B&NES Children Centre Services	The Stronger Team has sought advice from Children's Services regarding youth involvement. The focus of the Children's Trust Board strategy is Healthy; Safe and Life Chances. They advise that Survey Monkey is a good way of consulting young people. Those in the Somer Valley are very engaged but will expect feedback on the difference their views have made. The Forum needs to agree which topics it would like to consult people on and whether they would like to invite young people to speak with them on a topic of their own choosing.

Children and young people	Ensure those seeking information about schools are well informed.	Better understanding of the information available about local schools and colleges (stats, funding, extra-curricular activities etc)	All Forum	Outstanding - seek the Forum's view on whether this is a priority for them.
Children and young people	Improve the provision of services and facilities for young people.	Explore opportunities to join up and improve services for children and families including using Children Centres as a hub to support troubled families	B&NES Children's Centres	Outstanding
Developments and infrastructure	Ensure the impact of development maintains the identity of villages and provides sufficient improvements to affordable housing (particularly for local people), quality retirement accommodation, home share initiatives, schools, transport infrastructure	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process. Report back to Forum on progress.	B&NES Planning Policy All Parish Councils	Joint Spatial Plan Consultation launched in November 2015. All Forums have hosted a presentation on this. Initial consultation ran until 29th January 2016 and a joint response was submitted from all Forums. Two working groups involving selected Parish Councils and Ward Councillors were set up in February 2016 to look at the JSP in more detail with Planning Policy. They will run until May 2016. Planning Policy will give an update to all Forums in April 2016. The Draft Placemaking Plan Consultation ran from 16th December 2015 – 3rd February 2016. Parish Councils are given support with Neighbourhood Plans if they wish to develop these. The Green Spaces Strategy was presented to the February Forum meetings with a deadline for comment of 31st March 2016. Forums will be kept up to date on progress.

Developments and infrastructure	Local Housing Issues (local people being priced out of housing in their own villages)	To clarify the policy procedures for allocating social housing for local families, eg shared knowledge of other schemes such as High Littleton	Timsbury PC All Forum	B&NES hold the housing list. There is a local community policy and a rural connection policy for villages of 3000 population or less. This is known as Homesearch. Homesearch is committed to Choice Based Lettings and aims to help people with a local connection to the area. However, due to the shortages in rural areas applicants will only be offered a suitable property to fit their needs.
Developments and infrastructure	Improve broadband and mobile phone signals for rural businesses and resident	Work with the Council to ensure local issues are highlighted	B&NES Economic Development	A Broadband Summit Event will be held in B&NES during 2016. Further details will be made available to the Forums.
Economic development, skills, training and enterprise	Economic Development for the Somer Valley (inward investment, skills and training, wages, affordable workspaces)	Develop a plan to generate inward investment into the Somer Valley Create a business case for a business hub in the Somer Valley and report back to Forum on progress	Local businesses, public and voluntary and community sector	The Somer Valley has been successful in achieving Enterprise Zone status. A presentation on this was given by the B&NES Economic Development team at the February 2016 meeting. They will continue to engage with the Forum and individual Town and Parish Councils.
Environmental, sustainability and climate change	Better understanding of opportunities to improve the energy efficiency of homes	Promote campaigns such as 'B&NES Energy at Home Advice Service'	All Forum	Information about this has been made available at the November Forum Meeting, the Interagency Meetings and Newsletter and at Community Venues across the Somer Valley.
Environmental, sustainability and climate change	Better understanding of the benefits and opportunities for environmental sustainability initiatives such as	Explore the benefits including financial of sustainable energy sources	B&NES Strategy & Performance - Sustainability Team	Seek the Forum's view on this as an Agenda Item for a future meeting.

	solar panels, wind farms etc.			
Health & Wellbeing	Ageing better workshop in Timsbury (as a start for village forums in other B& NES towns and villages)	Develop a proposal and present to Timsbury Parish Council on an 'Ageing Better workshop' – this proposal could be rolled out to the whole of the Somer Valley	Timsbury Parish Council, Village Agents	The Parish Council is actively pursuing this alongside ways in which to improve communications in the village for all ages. The Library Service is holding a trial mobile One Stop Shop event in Timsbury during 2016. Village Agents are currently operating in Timsbury and aware of these opportunities.
Health & Wellbeing	Inclusive Sports Facilities	Identify local community assets that would support a permanent Boccia Facility and other sports eg fishing Raise awareness of the benefits of inclusive sports, encourage corporate sponsors and promote volunteering opportunities	Leonard Cheshire Homes, B&NES Strategy & Performance, Sport & Active Lifestyle	A number of potential community venues in the Somer Valley have been approached regarding marking a Boccia Court. However, were unable to commit at this time. Further discussion is taking place with GLL (the new Council Leisure Centre provider) and University of Bath. Progress has been made around improving disabled facilities at Tucking Mill with Wessex Water. Discussions are taking place with the organisation that manages Hunstrete Fishing Lakes regarding their longer term plans, which include facilities for the disabled. During the Summer a volunteering event will be organised to raise the profile of inclusive sports. A video about Boccia and fishing will be produced to highlight volunteering and sponsorship opportunities.
Health & Wellbeing	Reduce isolation especially in villages	Explore ways for local initiatives to be developed and promote existing opportunities	All Forum members	Outstanding but linked to Timsbury's activities. Village Agents are currently operating in Timsbury.

Health and wellbeing	Increase residents health & wellbeing with a focus on reducing deprivation, childhood obesity, cancers, diabetes, improve child dental health, mental health	CCG Community Services Review - continue to input into the review of Community Services	B&NES Clinical Commissioning Group	All Forums have hosted two 'your care, your way' consultations. The full programme is available on their website. Phase three will run from Winter 2015 to Summer 2016. The Forums will receive an update during the Summer on progress. Forums have also been asked to put forward representatives to sit on the 'your health, your voice' meetings. These are held every two months for members of the public to provide feedback on the CCG's plans for improving local health services. The representative for Somer Valley is Richard Robertson.
Safer communities	Reduce anti-social behaviour.	Support initiatives such as Street Pastors and Alcohol Partnership to reduce anti-social behaviour	Avon and Somerset Constabulary	The Midsomer Norton Community Alcohol Partnership continues to meet and would be happy to share best practice with other communities. The Forums had a presentation from the new Chief Inspector, Kevin Thatcher, at their February meetings. Contact details for the Police and PCSOs to be made available to Parish Councils. The Stronger Communities team are currently creating the Forum boundaries on the police.uk website, so that crime statistics for these areas can be monitored.
Stronger Communities	Complete Community Asset Transfers (those pledged by B&NES)	Follow up on pledge Community Asset Transfers, unblock any legal issues and clearly explain any problems regarding the asset transfers	B&NES Resources and Strategy and Performance	On-going and being negotiated with the individual organisations concerned.

Stronger Communities	Future of the Somer Valley Forum	Discuss amendments to the terms of reference, membership (include Colleges), frequency, venues, structure and promotion of meetings at the AGM meeting and implement new arrangements thereafter. Extend budget fairs to include Forum meetings.	Sub group to discuss proposals, Cllr Myers and B&NES Strategy & Performance All Forum members	Suggested amendments to the Terms of Reference were made at the AGM. These were updated and shared at the February Forum meeting. The Principal of City of Bath College, which now operates its Somer Valley Campus in Westfield is on the mailing list for the Forum. The Stronger team meets regularly with the Chairs and Vice Chairs of the respective Forums. They also bring them together with senior officers from the Council to discuss forward plans and key issues. The Forum meetings have now been structured in a way that enables members of the public to raise issues with public services in an informal session at the start of each meeting. Forum members are regularly reminded to promote the meetings and consultations; encourage the participation of the public and feedback to any organisations they may represent. Special meetings were held in November hosted by the Forums to consult on the Council's Budget. An update was given at the February Forum meetings.
Stronger Communities	Ensure community assets are maintained and retained for future community use	Explore the opportunities to register local community assets. Encourage more joint working between organisations that manage community spaces.	All Forum members	Outstanding - Stronger team to obtain an update on registered assets of community value.

Stronger Communities	Improved Communication between B&NES and Parish Councils	Explore options for better communication, buddying scheme for PC, training opportunities and sharing information and good practice.	B&NES Strategy & Performance Self-nominated Clerk representatives are: Jo Swift, Kirstie Green, Kathryn Manchee, Jane Griffiths, Tanya West and Clive Stilwell	A range of issues relating to Parish Councils were raised by Forums. A working group of Town and Parish Clerks has been established to discuss these in more detail. A questionnaire has been compiled and sent to all Parish Clerks, which includes reference to communications with residents. The results of the survey have been analysed and will be reported at Parish Liaison in May. Actions arising are being followed up. These include an offer of training and briefing sessions on a range of topics and advice to B&NES staff on understanding the role of/engaging with Town and Parish Councils. Clerks have also expressed interest in sharing best practice via Atrium (a web based collaboration tool) and this is currently being developed.
Stronger Communities	Alternatives to the Parish Ranger Scheme	Explore the opportunity for a Parish Ranger scheme for the area by sharing resources and ideas and links to volunteers.	Link to Keynsham Area Forum proposal	Awaiting the outcome of the review of the Parish Sweeper scheme, which could create opportunities. The Council will be consulting with Parish Councils at a future Parish Liaison meeting.
Transport	Influencing Transport Strategy taking account of: affordability and accessible public transport, reliability, alternative options for public transport, speeding, volume of traffic, safer routes to schools, highway maintenance improvements and weight restrictions.)	Transport Strategy - address issues that affect the Somer Valley Develop an engagement process for inputting into the B&NES transport strategy – set up a 'Task & Finish Group' from members of the forum to explore the engagement options. Review the information contained within the	B&NES Planning and Transportation team All Forum members	The consultants brief for the Transport Strategy was presented to the Chew and Somer Valley Forums at their October 15 meetings. An update was given at the February Forum meetings and further information about the public consultation will be provided in due course. Transport are liaising with Planning on the Joint Strategic Plan and have access to Neighbourhood Plan documents.

		Neighbourhood Plans and issues raised previously by the Forum.		

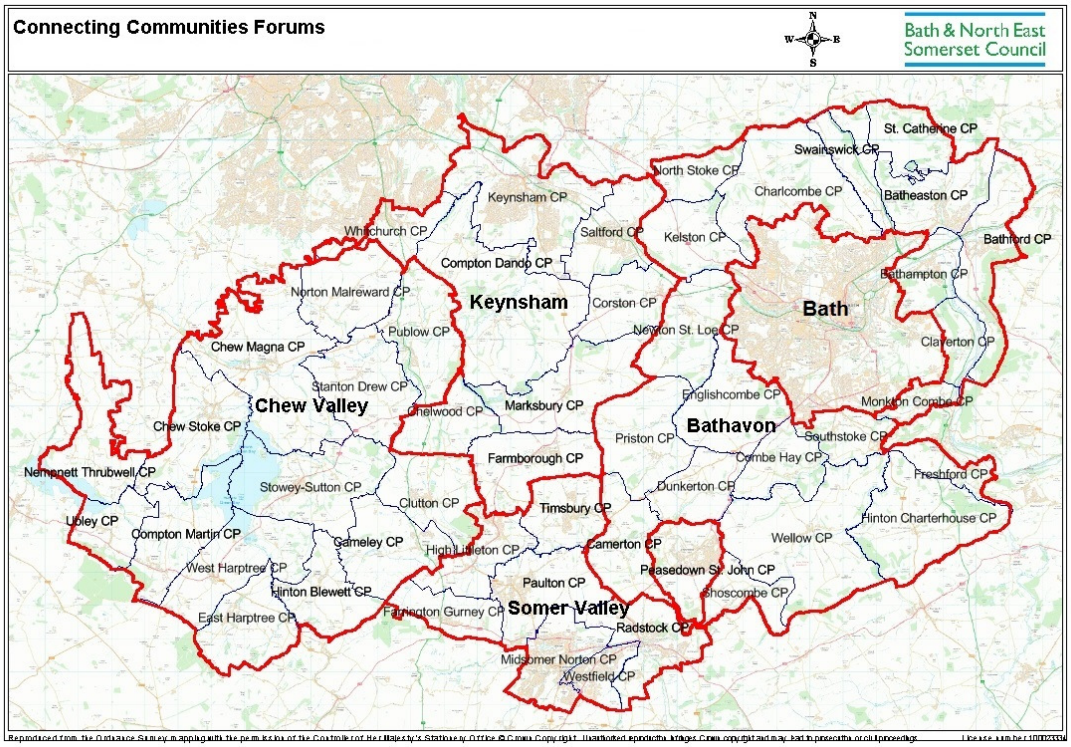
Appendix 1

About Connecting Communities

The 'Connecting Communities' programme is designed to help public service providers understand the needs of the diverse communities that make up Bath and North East Somerset. The approach has been built around five key principles:

- Listen
- Prioritise
- Join-up
- Work with you and;
- Share ideas

The programme has divided Bath and North East Somerset into five distinct geographical areas: Bath, Bathavon, Chew Valley, Keynsham and Somer Valley.



Each area is supported and represented by a local 'Forum' with the aim of improving engagement between public services and local communities, as well as encouraging local people and communities to talk to each other, share skills/ideas and work together where appropriate.

The Forums aim to bring together the right people at the right time. They do not replace the rights of Town and Parish Councils and key stakeholders to input into statutory consultations. However they do provide a mechanism for discussion, influence and prioritising what matters most and are open to the public to attend.

Appendix 2

Area Profiles

A series of area profiles have been developed for each of the five Forums. These bring together the key facts from the 2011 census data. Each profile provides a snapshot of the local population, how it lives and its characteristics and helps provide a better understanding of the area. As new data becomes available each profile will be updated to reflect the current situation.

Bath - The Bath Area consists of sixteen electoral wards. Unlike North East Somerset, the Bath Area does not have parishes or parish councils. It has a resident population of 88,859. Further information can be found at:

http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/bath-forum-area

Bathavon - The Bathavon area consists of 3 electoral wards and 21 parishes. It has a usual resident population of just over 12,600. Geographically it surrounds Bath City and borders South Gloucestershire to the North, Wiltshire to the West and Mendip to the South. The area is largely rural and home to a number of villages. Further information can be found at:

http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/bathavon-forum-area

Chew Valley - The Chew Valley Area consists of 4 electoral wards and 14 parishes and has a resident population of 9,983. The Chew Valley lies to the west of Bath and North East Somerset and has strong links to Bristol. It is a large rural area and identified as an Area of Outstanding Natural Beauty. One of its key features is the Chew Valley Lake, an important site for wildlife which has been dedicated as a Site of Special Scientific Interest and a Special Protection Area. Further information can be found at:

http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/chew-valley-forum-area

Keynsham Area – The Keynsham Area consists of 7 electoral wards; 1 town and 7 parishes and has a resident population of 24,692. It lies to the north of Bath and North East Somerset and has strong links to both Bristol and Bath. Keynsham is a market town, which serves a number of the nearby villages. One of its key features is that the physical geography is influenced by the two rivers, Avon and Chew, which converge to the north of the town. Historically the rivers were used as a transport corridor but now the A4 from Bath to Bristol provides the principle vehicular route for the area. Further information can be found at:

http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/keynsham-forum-area

Somer Valley - Somer Valley Area consists of 8 electoral wards; 2 towns and 6 parishes and has a resident population of 39,848. It lies to the south of Bath and North East Somerset and has close links with Mendip. The area has strong historical characteristics from a Medieval Market town to the transformation during the industrial

revolution. The strength in community and historical identity remains strong. The industrial landscape has been returned to countryside and the former Somerset and Dorset Railway route provides a cycling route for access to Bath and Frome. Further information can be found at:

http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/somer-valley-area-forum

Appendix 3

Action Planning Workshops – July 2015

A series of workshops were held in July 2015 for Bathavon, Chew Valley, Keynsham and Somer Valley Forum areas. The workshops were run and managed by Independent Facilitators, Rowena Harris and Diana Godwin.

Each workshop included a briefing by Cllr Tim Warren, Leader of the Council and Cabinet Member for Communities and Cllr Martin Veal, Cabinet Member for Community Services about the Council's priorities and future financial challenges.

The workshops were divided into three parts and Forum members were asked to participate in each.

1. **What's already happening?** inform others in the area about things planned or sharing best practice.

2. **What issues concern you now and what ideas do you have to make a change**? – issues that matter most and ideas to make a change. These were sorted into a series of topics.

3. **Action planning** – put forward proposals that they wished to discuss further within a small group and agree actions to take forward outside of the meeting.

Detailed notes and actions agreed at each workshop were written up by the Facilitators.

A number of priorities that were identified had a common theme across all Forums areas - the need for increased information sharing and improved community engagement. These are summarised as follows:-

- Future formats for Forum meetings
- Increase community involvement in the Forum including local residents and young people
- Training and development for new Parish Councillors & Clerks
- Improve communication between: public services and parish councils; police and residents; parishes council and residents; utilities, highways and the local community and across Forum areas

Other shared issues raised across all the Forum areas included:

- **Children & Young People:** improve the provision of services and facilities for young people.
- **Development and Infrastructure:** ensure the impact of development maintains the identity of the towns, villages and rural setting and ensure sufficient improvements to infrastructure.
- **Environmental, Sustainability and Climate Change:** encourage sustainable energy - better understanding of the benefits and opportunities for environmental sustainability initiatives.
- **Health & Wellbeing**: increase access to and information about services available.
- **Transport**: the need for affordable and accessible public transport; more community transport solutions; reduction in speeding and volume of traffic and; improved engagement in highway maintenance programmes.