

**Recommendations for Area Forums
as previously agreed by the Executive**

Recommendation 1 – That the proposed aims and objectives for the Area Forums as set out in Appendix 14(b) be agreed.

Recommendation 2 - That the following critical success factors be accepted and that measures be taken to formally monitor the progress of the Forums against these success factors.

Critical Factors:

- (a) Increasing the level of attendance and interest from members of the public;
- (b) Improving interest from local councils;
- (c) Positively encouraging attendance.

Recommendation 3 - The boundaries of the Area Forums be amended in order to establish 5 Area Forums as set out in Appendix 14(c).

Recommendation 4(a) – That officers should actively seek to invite other agencies to Area Forums as agenda items suggest and that the Area Superintendent is asked to confirm attendance of Thames Valley Police at future meetings of the Area Forums.

Recommendation 4(b) – That a more formal arrangement be established with the Police to ensure their effective input and consideration of Community Safety issues at future meetings of the Area Forums.

Recommendation 5(a) – That Area Forums provide the mechanism for endorsing Parish Plans once they have been completed and supporting Parish Councils with their implementation.

Recommendation 5(b) – A programme of awareness raising and promotional work be established to inform Area Forums of the work of the Local Strategic Partnership and its Action Groups.

Recommendation 6 - To put in place measures to ensure that the Council uses Area Forums as a primary means of local consultation, in particular with Parish Councils.

Recommendation 7(a) -The process of Governor Appointments to incorporate the urgency procedure set out in Paragraph 4.4 of the report.

Recommendation 7(b) – The Highways budget for Area Forums be divided equally amongst the 5 Area Forums should the Executive be minded to approve Recommendation 3 of this report.

Recommendation 7(c) – The Small Grants budget be allocated as follows:

- i) 2004/05 – 20% of the budget be allocated by the Cross District Panel and the remaining 80% of the budget be allocated equally by each of the existing Area Forums during the next cycle of meetings.
- ii) 2005/06 – 20% of the budget be allocated by the Cross District Panel and the remaining 80% of the budget be divided on a pro rata basis in accordance with the number of Members associated with each Area Forum.

Recommendation 8 - That one meeting be set aside each year to discuss highways and traffic issues with the aim of discussing projects that need to be included in the Council's medium term plans. The meeting would also allocate the budget set aside for each Forum in respect of traffic management projects.

Recommendation 9 – That Corporate Board be asked to develop and oversee a process of monitoring local service delivery and overall satisfaction levels and feeding this information back to the Area Forums.

Recommendation 10 – That the principle of debating and establishing local joint commissioning projects through Area Forums be agreed.

Recommendation 11(a) – Agendas be pre-planned and a Forward Plan for the year be produced.

Recommendation 11(b) – Feedback needs to be enhanced and made more responsive. A progress sheet should be handed out at each meeting and then reviewed after the meeting to update on what has happened and been agreed following that meeting.

Recommendation 11(c) – Corporate Directors should take the lead in supporting Area forums supported by a small officer team to provide sufficient resources to enable Area Forums to develop and flourish.

Recommendation 11(d) – The administration of Area Forums should be consistent but the actual operation should be left to the Chairman's discretion.

Recommendation 12(a) – That the content of Area Forum agendas be left to the discretion of the Forums themselves but that the following standing items be included in all agendas:

- i) Progress report on previous items
- ii) Public Question Time/Petitions
- iii) Report from Police and discussion on issues relating to Community Safety
- iv) LSP and Action Groups – Progress report (as required)
- v) Business Section – as now but not including OFSTED Reports

Recommendation 12(b) – A standing item be included in all agendas which allows those present at the Area Forum to determine future agenda items.

Recommendation 13 – That a Task Group be re-established in January 2005 to examine the impact of the Executives recommendations’.

Recommendation 14 – That consideration be given to increasing the amount of money available to the Area Forums within the current financial year’s budget. If that does not prove possible, to give consideration to this issue when the budget for 2005/06 is considered.

Recommendation 15 - That Compton be moved to the Downlands Area Forum.

