

The Streets of Axbridge Project

“Improving Axbridge by making its streets more pedestrian friendly and slowing the transit of vehicles through it”

**Invitation to be a Community Facilitator -
with the Streets of Axbridge Project – consultation, engagement and
evaluation - March to November 2015**

SUMMARY

This document outlines details behind an invitation for persons or organisations to express an interest to work in partnership with us on the community consultation, engagement and evaluation process as a part of The Streets of Axbridge Project - March to November 2015. The Project aims to “...improve Axbridge by making its streets more pedestrian friendly and slowing the transit of vehicles through it”. We have funding from The National Lottery and others, towards the costs of this project during 2015.

BACKGROUND TO WHY WE NEED YOUR HELP

Axbridge is an historic town and 'conservation area' with a medieval Square at its centre. For many decades the use of this square has been dominated by traffic movement and car parking. As a consequence pedestrian usage is restricted so limiting the potential for the Square to be the rightful heart of the town and its community. This project is needed because there is a ground swell of consensus that something needs to be done about getting the balance right between vehicles and people. The Square is just the start because the general speed of traffic throughout the town is also seen as a big issue. This project aims give us the voice and community support to be able to explore possibilities and make change.

We will undertake a trial and then review how the Square functions and works. We will make changes to street furniture and create more space for pedestrians and community use. The changes will inspire and demonstrate our wider intent for all of the Streets of Axbridge, giving vision and a focus for the community engagement process. Crucial and integral to our project is a process of creative communication, consultation and engagement with people who live in, work in and visit Axbridge before, during and after the trial. We already have many volunteers who have a broad range of skills, knowledge and networks that we can use to enable us to connect with our community. We recognise however that we don't have all the capabilities required and that there is a need for some independent expertise and facilitation that will enable us to give structure and voice for peoples' opinions and ideas. We also recognise that we need some independent evaluation of the overall project and we envisage that whoever works with us on consultation and engagement will provide this as well.

WHAT WE NEED TO HAPPEN

We do have outcome goals that we want to achieve as well as many ideas. However, the plans for activities for consultation and engagement are yet to be finalised. We are now looking for Community Facilitators to work with us in the formulation of our plans for activities and assist in the instigation of the consultation, community engagement and evaluation processes.

Outcomes goals to be achieved from the consultation, community engagement and evaluation processes will include:

1. **Conversations will be engendered** and views recorded of people about street design and usage throughout Axbridge.
2. **Walking and cycling** will be encouraged throughout.
3. **Connecting with marginalised groups** - including children and young people, disabled and elderly people - will be a crucial aspect of activities.
4. **All of the different parts of the Axbridge community** will, as far as possible, participate in the activities of the project.
5. **Evaluation report** will be completed by November 2015.

Activities that we are planning include:

1. **A 'Big Lunch' event** – where all of the community will be invited to join together in the Square for lunch. We would want to use this as a forum to creatively gather people's views about the Streets of Axbridge.
2. **Promenade street theatre event.** Once again we will want to use this as a forum to foster community participation and to capture feedback from participants and 'audience' on how to develop the street life of Axbridge.
3. **A 'mapping activity'** - where by people will be invited to attend a rolling exhibition event and look at a big map of Axbridge and indicate what they would like to see happening in terms of street design and aspects of street activity. We need to plan out the precise arrangements and implementation for this.
4. **Street observations and surveys.** Observing activity in the streets – people and vehicle flow – and capturing impressions and views of people. Observations could include analysing the results of a 'time lapse' camera that will be capturing movement of vehicles and people in the Square over time.
5. **Liaison with the school and youth projects** to engage them in activities and capture their impression and views regarding the Streets of Axbridge and things that go on in the streets.
6. **Reaching out to older and disabled people** and other people who are more marginalised in Axbridge to ensure we engage them in activities and capture their impression and views. This will include engaging with people who reside at St Michaels Cheshire Home and at Axbridge Court Nursing Home.
7. **Completing an evaluation report** that will pull together the findings from all of the different strands of engagement, consultation and evaluation activities that will be undertaken by the project as a whole. Report will need to be completed by November 2015

PRACTICALITIES

- We have a budget of about £3000 to cover cost of the person(s) to work with us as Community Facilitators. On top of this we have a 'materials/resources' budget of about £500. All these budgets are inclusive of VAT.
- We are keen to hear from anyone interested in working with us on any aspect of the plans and activities that we are wanting to develop. We envisage there could be 2 or 3 Community Facilitators working with us on different parts of the project.
- If you are interested in expressing an interest – please do contact us. We want to hear from you.
- Otherwise we require you to briefly outline your expression of interest in writing to address below by 6th March 2015. Say how you could meet the outcomes and deliver on activities and demonstrate you satisfy the person specification below.

- Subject to short listing process we will then contact you to meet with us in a selection process. We will agree who will work with us by end of March 2015.

Contact: Peter Harding, Axbridge Action Group, 4 West Street, Axbridge, Somerset, BS26 2AD Tel: 01934 733689 Email: pete.axbirdge@gmail.com
Streets of Axbridge Project - 2015

Person Specification for the Community Facilitators

This specification lists the qualities, competences and requirements that we are looking for.

Person(s) to work with us need to demonstrate that they can meet all or most of the following requirements:-

1. Have advanced communications skills on a variety of levels. This includes with individuals, working with groups and in writing.
2. Have excellent report writing experience and capabilities.
3. Have advanced data analysis skills.
4. Is committed to hearing the voices of marginalised people – including children and young people, older people, disabled people and people whose voice it is ordinarily difficult to hear and capture. This includes demonstrating advanced capability to apply effective approaches for engaging with such people.
5. Demonstrate that they have a commitment and interest in good quality street design and development of 'living streets' where community and people engage and use.
6. Have a track record – including ability to supply appropriate references – on where they have previously completed roles that are similar or compatible to what is required for the project.
7. If appropriate - have public liability insurance.
8. Are available to work flexibly with us in Axbridge at various times between April and November 2015. Available to provide the necessary time to do the work. We anticipate that overall those who secure this work will undertake from 20 to 40 days of work with us. We have not specified precise days that someone will work. This will depend upon the experience and competences they bring and how they can achieve outcomes and requirements.