

AGENDA

Meeting: WESTBURY AREA BOARD
Place: Bratton, Jubilee Hall, Melbourne Street, Bratton, Westbury BA13 4RW
Date: Thursday 3 February 2011
Time: 7.00 pm

Including parishes of Bratton, Coulston, Dilton Marsh, Edington, Heywood and Westbury

The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

Refreshments and networking opportunities will be available from 6:30pm.

Please direct any enquiries on this Agenda to Anna Thurman (Democratic Services Officer), on 01225 718379 or email anna.thurman@wiltshire.gov.uk
Or Sally Hendry (Westbury Community Area Manager), Tel: 01373 864714 or email sally.hendry@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114 / 713115.

Wiltshire Councillors

Cllr David Jenkins (Chairman)	Westbury North	01373 823605 07941 201637
Cllr Julie Swabey (Vice Chairman)	Ethandune	01380 830043 07794 846698
Cllr Michael Cuthbert- Murray	Westbury East	07738 873640
Cllr Russell Hawker	Westbury West	01373 822275

Items to be considered	Time
1. Chairman's Welcome, Introductions	
2. Apologies for Absence	
3. Declarations of Interest Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.	
4. Chairman's Announcements (<i>Pages 3 - 24</i>) Chairman's Announcements: a) Street Trading b) Public Protection Enforcement Policy c) Fairtrade d) Childcare Sufficiency Statement e) Outcome of Leisure Review	
5. Minutes (<i>Pages 25 - 40</i>) To confirm the minutes of the meeting held on 2 December 2010.	10 mins
6. Partner Updates (<i>Pages 41 - 48</i>) To receive updates from partners – Parish and Town Councils, Fire and Rescue Service, NHS, BA13 + Community Area Partnership and Chamber of Commerce.	10 mins
7. Lionel Grundy OBE, Cabinet Member for Children's Services The Cabinet representative, Councillor Lionel Grundy OBE will give an overview of his Cabinet responsibilities for Children's Services.	10 mins
8. Community and Young People's Issue Group (CAYPIG) Update from Sally Willox and CAYPIG members to include Transport.	10 mins
9. Highways Issues and the B3098 To receive a presentation from Dave Bullock , Head of Traffic and Network Manager, there will be an opportunity for questions.	10 mins

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| 10. | <p>Solar Farm Proposals</p> <p>Development Director, Chris Wordsworth and Lindsay Holdoway, Managing Director of HPH Ltd will outline proposals for a 14.5 hectare solar farm on Hawkeridge Road on the outskirts of Westbury.</p> | 10 mins |
| 11. | <p>Wiltshire Police Authority</p> <p>To receive a presentation from Ricky Rogers/Bill Fishlock from Wiltshire Police Authority regarding the future of policing in Wiltshire.</p> | 10 mins |
| 12. | <p>Crosspoint</p> <p>Reverend Jennifer Totney and Reverend Jonathan Burke will outline the background and progress on plans for a drop in centre in Westbury.</p> | 10 mins |
| 13. | <p>Community Policing Update</p> <p>To receive an update from Sector Commander Dave Minty on local issues.</p> | 10 mins |
| 14. | <p>Issues Updates</p> <p>To receive updates on those issues highlighted at the previous Area Board meeting and received since the last meeting.</p> | 10 mins |
| 15. | <p>Community Area Grants (<i>Pages 49 - 72</i>)</p> <p>To consider any applications for funding from;</p> <ul style="list-style-type: none"> a) Community Area Grant Scheme – to consider any applications for funding from this scheme. b) Performance Reward Grant Application – to consider any applications for funding from this scheme. | |
| 16. | <p>Any Other Business</p> <p>To receive any other business, subject to the Chairman’s approval.</p> | |
| 17. | <p>Future date, Forward Plan and Close (<i>Pages 73 - 74</i>)</p> <p>The next meeting of Westbury Area Board will take place at 7 pm, The Paragon Hall, Westbury, 7 April 2011.</p> | 10 mins |

Future Meeting Dates

Thursday 7 April 2011

The Paragon, Westbury BA13 3HA

Thursday 16 June 2011

Heywood Village Hall, Heywood BA13 4LP

Thursday 11 August 2011

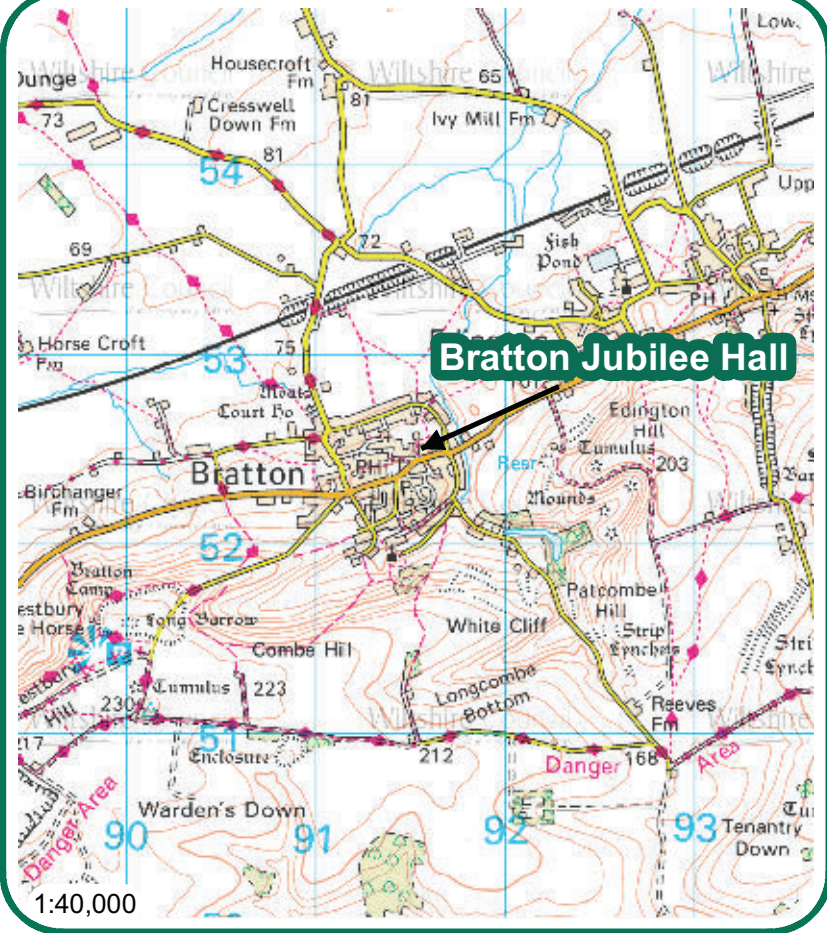
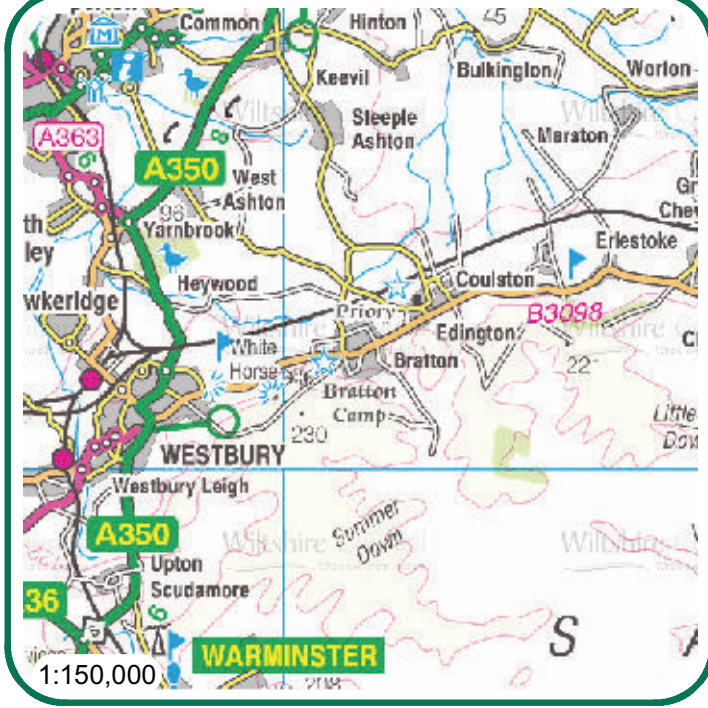
The Laverton, Westbury BA13 3EN

Thursday 11 October 2011

The Jubilee Hall, Bratton BA13 4RW

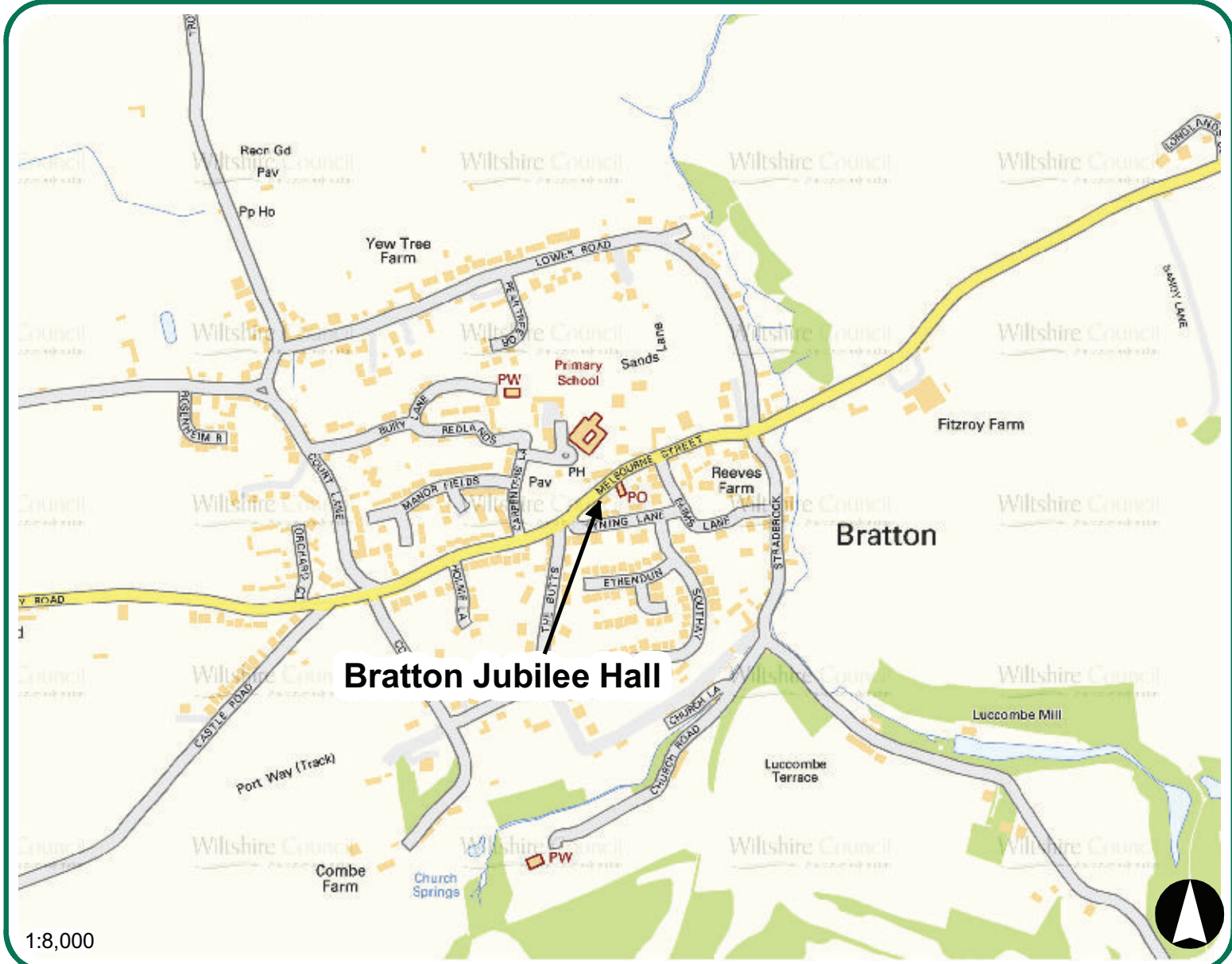
Thursday 8 December 2011

The Laverton, Westbury BA13 3EN



Bratton Jubilee Hall
Melbourne Street
Bratton
Westbury
BA13 4RW


 Where everybody matters



Westbury Area Board 2 February 2011

Item No. 4a

Chairman's Announcements

Invitation to comment on a proposed new council-wide street trading scheme

Wiltshire Council's Licensing Committee considered a report on the future of street trading at its meeting on 30 November 2010.

There is currently no harmonised street trading policy for the Wiltshire Council area. This is because the former District Councils controlled street trading in different ways.

The Licensing Committee agreed to introduce a new harmonised consent street trading scheme across the Wiltshire Council area. This will provide a flexible means of controlling street trading activity and allow greater scope for local involvement in decision making through a thorough consultation process for all applications for Street Trading Consents.

A new scheme needs to be introduced to ensure:

- all street traders in Wiltshire have the same rights, pay the same fees and are subject to the same application procedure, terms and conditions
- the council has adequate powers to remove illegal street traders and protect legal street traders and local businesses.

Council officers have produced a draft scheme for formal consultation with all interested parties (including area boards, street traders, members of the public, local businesses, town and parish councils, farmers markets organisation, chambers of commerce and MPs) and would like to invite general comments and feedback on the proposed scheme.

An executive summary of the proposed scheme is available in the agenda and a full copy of the proposed scheme and consultation survey will be available on the Wiltshire Council website **from 17 January**. All interested parties should return **written responses** to the Wiltshire Council Licensing Team **by 17 March**. Any responses received after the closing date will not be taken into consideration by council officers.

If members of the public or interested groups would like to complete the survey form, paper copies are available at the area board and the survey will be available on the Wiltshire Council website at <http://www.wiltshire.gov.uk/council/consultations.htm>.

Written responses should be emailed to alissa.davies@wiltshire.gov.uk or returned to the Wiltshire Council Licensing Team at Monkton Park, Chippenham, Wiltshire, SN15 1ER.

For further information or to request a printed copy of the proposed street trading scheme and consultation survey, please contact Alissa Davies on 01249 706414.

Executive summary

Wiltshire Council is planning to introduce a new, harmonised consent street trading scheme by adopting powers under Schedule 4 of the 1982 Local Government (Miscellaneous Provisions) Act.

In a consent street trading scheme, it is illegal to trade in a consent street without obtaining permission from the council. The council grants permission to trade, known as a Street Trading Consent, to individual street traders who pay a fee to the council and are subject to terms and conditions. The council can remove or refuse to renew a Street Trading Consent at any time if fees are not paid or the street trader does not adhere to the council's terms and conditions.

A new scheme needs to be introduced to ensure:

- all street traders in Wiltshire have the same rights, pay the same fees and are subject to the same application procedure and terms and conditions
- the council has adequate powers to remove illegal street traders to protect legal street traders and local businesses from unfair competition.

Currently the council operates three different street trading schemes in three of the former district council areas:

- In the north and west there are two different consent street trading schemes with different fees, application procedures and terms and conditions
- In the east there is a prohibited street trading scheme for a limited number of streets in town centres- street trading is banned in some specific streets in town centres

In the south there is no street trading scheme, which means the council cannot remove illegal traders.

Formal consultation on the new street trading scheme will begin in January 2011 and will finish in March 2011.

What the scheme will cover

Street trading is selling, exposing or offering articles for sale in a street. This includes trading from mobile and static structures, including kiosks, the sale of food and drink, ice-cream vans, mobile artists and musicians who sell their work on the street, advertising cars for sale on the street and the sale of Christmas trees and other festive items.

Street trading does **not** include the sale of gas, electricity or other domestic services, subscriptions to motor breakdown organisations or handing out promotional literature for goods, services or venues.

The scheme will cover **all streets in Wiltshire**. A street is any area that the public can access without payment, including private land.

All streets will be designated as consent streets, except for a small number of highway lay-bys which will be designated as prohibited streets (where all street trading is illegal) for safety reasons.

Types of Street Trading Consent

The council will offer three types of Street Trading Consent:

- **Annual Street Trading Consent** for trading on all days of the year, including all bank holidays
- **Daily Street Trading Consent** for trading on a single day, a number of days, or a specific day for the year, including bank holidays where these fall on the days included in the consent. For example trading for a full week once a year, on all Mondays for one month, or all Saturdays throughout the year.
- **Block Street Trading Consent** for organisers of large street trading events, where the event organiser is responsible for all street traders at the event. For example farmers markets, car boot sales, fetes, carnivals and static structures on Town and Parish Council, such as kiosks in parks leased out by the Town or Parish Council.

Applications for Annual and Daily Street Trading Consents will be considered four times a year: in March, June, September and December.

All applications will be processed within 90 days.

Applications for Block Street Trading Consents will not be subject to the consultation procedure and will be considered as and when they are submitted.

Applications will need to be submitted with a **non-refundable deposit of ten percent of the total fee payable**.

How applications will be determined

Applications will be determined by licensing officers and the licensing manager, acting on delegated powers from the Licensing Committee.

Licensing officers will assess applications against the scheme criteria and will take objections from consultees into account.

The consultees will usually include the Town or Parish Council, the local Councillor and local community area manager, members of the public, local businesses, Wiltshire police, Wiltshire fire and rescue service, environmental health officers, food safety officers, planning officers, highways officers, and health and safety officers.

The licensing manager will decide to approve or reject applications on the basis of recommendations from licensing officers.

Where an application meets the criteria and there are no reasonable or appropriate objections the licensing officer will recommend approval of the application.

If the application does not meet the criteria or there are reasonable and appropriate objections the licensing officer will **arrange to meet with the applicant and will contact objectors in to attempt to overcome the potential reasons for refusal. This may include a consultation meeting arranged by the community area manager between the local councillor, members of the public and the licensing officer.** The licensing officer, applicant and objectors will discuss

- changes that could be made to the proposed location, goods or trading hours and
- additional conditions that could be introduced.

Applicants who feel aggrieved by the licensing manager's decision to refuse an application or to introduce additional conditions will have the right to appeal to the Licensing Committee.

Please see the flowchart in Appendix 1 for more detail on the proposed procedure for determining applications for Street Trading Consents.

Fees

There will be **two different sets of fees** for Annual and Daily Street Trading Consents:

- fees for town centre traders, and
- fees for all other traders.

Fees for town centre traders will be higher than fees for all other traders to reflect the higher footfall and greater commercial benefit of a town centre location.

A higher fee will be charged for Daily Street Trading Consents to trade on Saturdays.

Block Street Trading Consents will be offered to organisers of street trading events.

The council will not charge for a Block Street Trading Consent if the **proceeds from both the street trading activity and the event as a whole will go to a registered charity or will not be used for private gain.**

Please see Appendix 3 for the proposed street trading fees. The level of fees will be reviewed by the council on an annual basis.

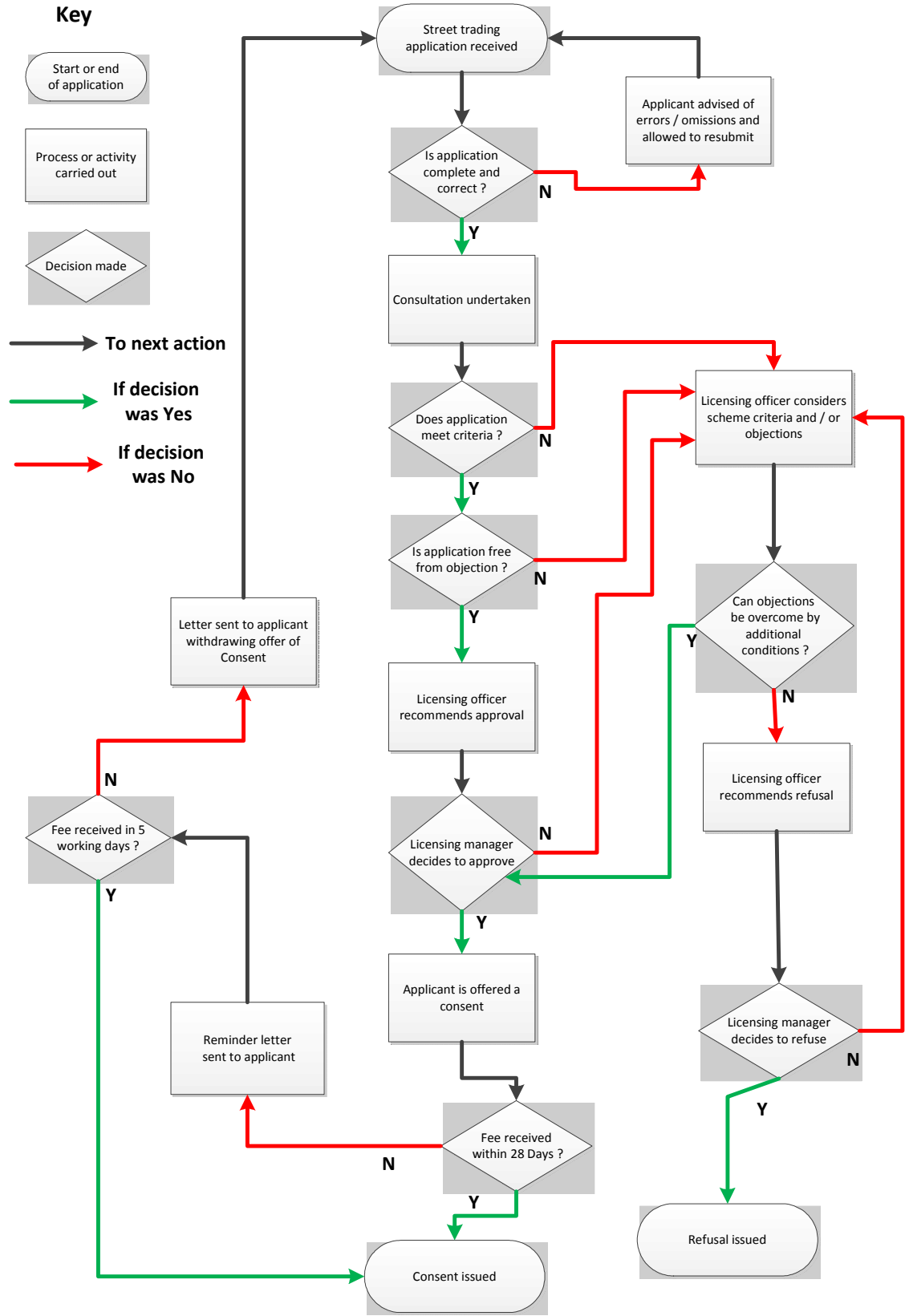
Appendices

Appendix 1: Proposed procedure for determining applications for Street Trading Consents

Appendix 2: Proposed criteria for determining applications for Street Trading Consents

Appendix 3: Proposed street trading fees

Appendix 1: Proposed Procedure for determining applications for Street Trading Consents



Appendix 2: Proposed criteria for determining applications for Street Trading Consents

The licensing officer will assess applications for Street Trading Consents against the following criteria:

- **Site safety.** The location should not present a substantial risk to the public in terms of road safety, obstruction and fire hazard. The street trading activity should not present a significant risk of nuisance from noise, smells or fumes to households and businesses in the vicinity. Observations from council officers will be taken into consideration.
- **Public order.** The street trading activity should not present a risk to public order in the locality in which it is situated. Observations from Wiltshire police and council officers will be taken into consideration.
- **Avoidance of nuisance.** The street trading activity should not present a substantial risk of nuisance from noise, smells or fumes to households and businesses in the vicinity of the proposed street trading site. Observations from council officers and residents will be taken into consideration.
- **Needs of the area.** Applicants will have to demonstrate the need for the proposed street trading activity in relation to:
 - (i) the presence of other like outlets already existing in the immediate locality of the street trading site, and
 - (ii) the general needs of a locality if no comparable outlets already exist.
- **Compliance with legal requirements.** The proposed street trading unit should comply with all the relevant legislation. Observations from officers on the requirements of food safety, health and safety, environmental health and fire safety legislation will be taken into consideration. In addition, for those applying to sell food the result of the unit inspection will be taken into consideration.
- **Consultees observations.** Consideration will be given to written objections from consultees. Objections and recommendations will be assessed by the licensing officer for reasonableness and appropriateness before they are taken into consideration.
- **Permitted trading hours.** In town centres street trading hours will normally mirror those of shops in the immediate vicinity. However, the council will consider each application on its merits before agreeing permitted trading times. The council retains the right to specify

permitted trading hours that are less than those applied for. Any trading involving hot food between 11pm and 5 am will require a separate application under the Licensing Act 2003.

- **Planning Permission.** No Street Trading Consent shall be issued where planning permission is required but has not been applied for or granted. Observations from Wiltshire Council planning officers will be taken into consideration.
- **Suitability of the applicant to hold a consent.** The council may take relevant unspent convictions, complaints received about the applicant's previous street trading activity and any previous revocation or surrender of a Street Trading Consent into account.
- **Proximity to schools and colleges.** No Street Trading Consents will be granted for trading at locations within a 500 metre walk using the public highway of a school or sixth form college.

All the criteria will need to be satisfied and equal weight will be applied to all criteria.

Appendix 3: Proposed street trading fees

Town centre traders

Type of Street Trading Consent	Fee
Annual Street Trading Consent – all days of the year, including all bank holidays.	£ 2800
Daily Street Trading Consent-Sunday to Friday , including bank holidays where these fall on the days included in the consent.	£ 20 per day
Daily Street Trading Consent-Saturday.	£ 40 per day
Block Street Trading Consent-events for private gain	£ 40 per day
Block Street Trading Consent-events where the proceeds will not be used for private gain or will go to a registered charity	No charge

All other traders

Type of Street Trading Consent	Fee
Annual Street Trading Consent – all days of the year, including all bank holidays.	£ 1400
Daily Street Trading Consent -including bank holidays where these fall on the days included in the consent.	£ 10 per day
Block Street Trading Consent-events where the proceeds will be used for private gain	£ 40 per day
Block Street Trading Consent-events where the proceeds will not be used for private gain or where the proceeds will go to a registered charity.	No charge

Westbury Area Board 3 February 2011

Chairman's Announcements

Public Protection Enforcement Policy

The Public Protection Service is reviewing its enforcement policy, and is seeking views from interested stakeholders.

The policy deals with the entire range of legislation administered by the Public Protection Service covering all environmental health and trading standards powers, as well as any relevant community safety and emergency planning laws.

The policy addresses the practical application of Public Protection enforcement procedures and aims to provide a fair and effective approach to any enforcement action taken by officers of the authority. It seeks that any enforcement action must be compliant with all relevant legislation and guidelines, and must be fair, clear, transparent, consistent and robust.

The draft enforcement policy is on the council's website.

<http://www.wiltshire.gov.uk/environmentandplanning/publicprotection/publicprotectionenforcementpolicy.htm>

Westbury Area Board 3 February 2011

Chairman's Announcements

Fairtrade and the Wiltshire Fairtrade Coalition

Fairtrade is based on the idea that small producers in the developing world should be paid a price for their produce that covers the cost of production and gives the family a living wage. The producer makes a long term agreement in advance with the Fairtrade purchasing company that ensures a guaranteed minimum price.

In return the producer commits to working to progressive standards of production and environmental protection. Under the agreement children are not forbidden to work but bonded labour is prohibited and children must go to school.

As a result, producers are able to plan ahead and achieve a degree of stability.

In addition, a specially formed local co-operative receives a social premium that can be spent on projects to benefit the whole community. These are decided by the co-operative not imposed from outside and may include such projects as building a classroom or clinic, starting a small business to help diversify the local income or providing a safe water supply or sanitation. The social premium is often of particular benefit to women because it can give them more of a stake in the decision making of the community. For instance, by using the premium to buy sewing machines, village women can create a sewing business that brings in income.

The Fairtrade mark on products is a guarantee that adherence to the agreement is being monitored. It has been in existence for 16 years and is now widely recognised though not necessarily widely understood.

The success of the Fairtrade movement so far is due in large part to the efforts of small local groups with the support of larger organisations. There are nine towns in Wiltshire which have achieved the status of Fairtrade town awarded by the Fairtrade Foundation.

The Wiltshire Fairtrade Coalition is an association of local Fairtrade town groups, businesses, other organisations and individuals working to promote understanding and uptake of Fairtrade produce. The coalition offers mutual support and encouragement to members and aims to make Wiltshire a Fairtrade county.

Westbury Area Board 3 February 2011

Chairman's Announcements

Childcare Sufficiency Assessment

Local authorities have a duty, under the Childcare Act 2006, to assess the sufficiency of childcare in their area and produce a report. Wiltshire's second report has now been drafted and it is out for consultation on the Wiltshire Council website: <http://www.wiltshire.gov.uk/schoolseducationandlearning/earlyyearsandchildcare/childcaresufficiencyassessment.htm>.

Any comments should be forwarded to the early years team using the response sheet provided on the website by 20 March 2011. The final report will be published on the website before 1 April 2011.

Further information is available from:

Email: earlyyears@wiltshire.gov.uk

Telephone: 01225 785674

Westbury Area Board 3 February 2010

Chairman's Announcements

Outcome of the Leisure Facilities Review

Wiltshire Council's cabinet has considered the results of the extensive consultation exercise undertaken between July and October and approved a refined proposal which shall;

- Retain a strategic view and ensure that the indoor leisure facilities are a key component of the emerging community campus programme.
- Ensure that the indoor leisure facility service in Wiltshire will be enhanced which creates more opportunities for local people to actively pursue a healthy lifestyle.
- Give a clear message about the Council's commitment to providing high quality and efficient local services.
- Deliver a refined proposal that has been directly shaped by local people.

The refined proposals as set out in the report will provide;

- The specification for new leisure facilities in Trowbridge, Melksham, Warminster and Durrington/Amesbury as part of the wider campus development project.
- Improvements to Devizes Leisure Centre, Five Rivers in Salisbury, The Activity Zone in Malmesbury, Marlborough Leisure Centre and Tidworth Leisure Centre as part of the Workplace Transformation Programme.
- For an indoor Bowls facility to be included as part of a Campus facility in Melksham.
- For the provision of a grant of £400K to the Wiltshire School of Gymnastics in Melksham.

The Council has been clear about its proposals to transfer some of the local facilities to the community to manage. The Council will now consider the proposal to transfer these facilities in a wider strategic context to enable it to assess the impact of a potential transfer alongside other council buildings and services. This will enable the Council to consider the practicalities and options for wider campus developments.

Whilst the investigations into campus opportunities are completed, the Council will not be looking to alternative management arrangements for indoor leisure facilities as a single service. The Council's approach is intended to retain community

involvement in the campus development project as it is recognised that local input is critical to success.

This refined proposal for leisure acts as a pre-cursor to a report that the Workplace Transformation Team shall present to Cabinet in the early part of 2011. This report will set out the high level principles behind a sustainable and affordable campus development project and consider the financial implications associated with this refined proposal for leisure.

The Council will continue the on-going dialogue which has already been established with local community groups regarding the local management of facilities.

Westbury

Wiltshire Council's cabinet has considered the results of the extensive consultation exercise undertaken between July and October and approved a refined proposal which shall;

- Retain a strategic view and ensure that the indoor leisure facilities are a key component of the emerging community campus programme.
- Ensure that the indoor leisure facility service in Wiltshire will be enhanced which creates more opportunities for local people to actively pursue a healthy lifestyle.
- Give a clear message about the Council's commitment to providing high quality and efficient local services.
- Deliver a refined proposal that has been directly shaped by local people.

The Council has been clear about its proposals to transfer some of the local facilities to the community to manage. The Council will now consider the proposal to transfer these facilities in a wider strategic context to enable it to assess the impact of a potential transfer alongside other council buildings and services. This will enable the Council to consider the practicalities and options for wider campus developments.

The Council's approach is intended to retain community involvement in the campus development project as it is recognised that local input is critical to success.

This refined proposal for leisure acts as a pre-cursor to a report that the Workplace Transformation Team will present to Cabinet on 15th February 2011 that sets out the high level principles behind a sustainable and affordable campus development project.

Assuming the Council approves the proposed way forward, the Council will continue to work closely with Area board and this will provide the method whereby interested local people and organisations will be able to get directly involved. The Council is keen to continue the on-going dialogue which has already been established with local community groups regarding the local management of services and the Workplace Transformation Team will attend the next Westbury Area Board meeting in April to discuss the proposals further.

THE REFINED PROPOSAL

- 1 The following new builds and potential campuses were identified as facilities that should remain the responsibility of the Council. The outcome in terms of proposed specification for the leisure element of the campus buildings will remain the responsibility of Leisure Services but the timings and any additional services to include will be influenced and delivered by the Workplace Transformation Programme:
 - (i) Olympiad campus (refurbishment, due for completion 2010).
 - (ii) Melksham campus (new build as per agreed specification but with an addition to include provision for indoor bowling).
 - (iii) Trowbridge campus (new build).
 - (iv) Warminster campus (new build).
 - (v) Amesbury/Durrington campus (new build).
 - (vi) Improvements to Devizes Leisure Centre plus potential campus opportunity.
 - (vii) Improvements to Five Rivers, Salisbury plus potential campus opportunity.
 - (viii) Planned maintenance to The Activity Zone, Malmesbury plus potential campus opportunity.
 - (ix) Planned maintenance to Marlborough Leisure Centre plus potential campus opportunity.
 - (x) Planned maintenance to Tidworth Leisure Centre plus continuation of campus working.
- 2 The progression of the proposal above is strengthened by the broad support from local people and the desire to see improvements delivered more quickly, both of which were captured in the consultation.
- 3 The Wiltshire School of Gymnastics in Melksham is the county's only national standard indoor sporting facility and regularly caters for large events. In addition there is a large waiting list of local children who wish to take part in activities. The facility is constricted due to size therefore to raise the national profile and to reduce waiting lists it is proposed a grant of £400,000 be made available as a contribution to enable an extension to the building to be completed. This is strongly supported by the Trust who operate the facility and the national governing body, British Gymnastics.
- 4 This paper recommends that the following principle be approved in respect of the Workplace Transformation Programme. It may be necessary for the Council to initiate alternative interim management arrangements for any one of the facilities it currently owns but does not manage in the event that major building works are required or those that form part of pilot projects. The latter will be dependent on the timeframe of the wider Workplace Transformation Programme which is yet to be established.

5 The Council has been clear about its proposal to invest in the building aspects of the service, to transfer management of some facilities to community management and to identify new management arrangements for the facilities it would theoretically retain. These principles remain but the delivery and timescales will now be taken forward under the wider Workplace Transformation Programme and will be reflective of the public consultation.

6 The following facilities in Wiltshire were originally identified for transfer to local management. The future management will now be determined through the WTP campus and operational estate management workstream. In light of the response of the consultation and the impact of the WTP campus and operational estate management work stream it is suggested the most suitable approach would be as set out below.

Site	Refined proposal
Bradford Pool	<ul style="list-style-type: none"> To remain the responsibility of the Council until the future management arrangements are determined through the WTP campus and operational estate management workstream.
Calne Leisure Centre	<ul style="list-style-type: none"> Remain independent. Existing leases to be extended but to include flexibility for future campus developments.
Cricklade Leisure Centre	<ul style="list-style-type: none"> Remain independent. Existing leases to be extended but to include flexibility for future campus developments.
Downton Sports Centre	<ul style="list-style-type: none"> Remain independent.
Leighton Recreation Centre, Westbury	<ul style="list-style-type: none"> To remain the responsibility of the Council until the future management arrangements are determined through the WTP campus and operational estate management workstream. Indoor bowls facility to remain in the Melksham area.
Lime Kiln, Wotton Bassett	<ul style="list-style-type: none"> To remain the responsibility of the Council until the future management arrangements are determined through the WTP campus and operational estate management workstream.
Pewsey Sports Centre	<ul style="list-style-type: none"> Considered as a pilot site for the WTP campus and operational estate management project. To remain the responsibility of the Council until the future management arrangements are determined through the WTP campus and operational estate management workstream.
Springfield, Corsham	<ul style="list-style-type: none"> Considered as a pilot site for the WTP campus and operational estate management project. To remain the responsibility of the Council until the future management arrangements are determined through the WTP campus and operational estate management workstream.
Tisbury facilities	<ul style="list-style-type: none"> Considered as a pilot site for the WTP campus and operational estate management project. To remain the responsibility of the Council until the future management arrangements are determined through the WTP campus and operational estate management workstream.
Westbury Pool	<ul style="list-style-type: none"> To remain the responsibility of the Council until the future management arrangements are determined through the WTP campus and operational estate management workstream.

MINUTES

Meeting: WESTBURY AREA BOARD
Place: The Laverton Hall, Bratton Road, Westbury, BA13 3EN
Date: 2 December 2010
Start Time: 7.00pm
Finish Time: 9.25pm

Please direct any enquiries on these minutes to:

Anna Thurman (Democratic Services Officer), Tel: 01225 718379 or (e-mail) anna.thurman@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr David Jenkins (Chairman), Cllr Julie Swabey (Vice Chairman),
Cllr Russell Hawker, Cllr Michael Cuthbert-Murray

Cllr Fleur de Rhe-Philippe – (Cabinet member for Finance, Performance and Risk)

Wiltshire Council Officers

Sally Hendry, Westbury Community Area Manager
Anna Thurman, Democratic Services Officer
Claire Adams, Communications Officer
Wayne Smith, Customer Services Operations Manager
Sally Willox, Youth Development Worker
Bill Parks, Divisional Highways Manager

Town and Parish Councillors

Westbury Town Council – S Andrews, S Ezra, K Harvey, F Morland, C Mitchell,
B Braid, D Windess
Edington Parish Council – ME Jones
Bratton Parish Council – K Miller
Coulston Parish Council – C Riley
Heywood Parish Council – D Raines, P Sexstone

Partners

Wiltshire Police – Inspector David Minty

Wiltshire NHS – Jeff James, Jo Howes

Community Area Partnership – Reverend Jonathan Burke, Carole King

Members of Public in Attendance: 48**Total in attendance: 78**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p><u>Chairman's Welcome, Introductions and Announcements</u></p> <p>The Chairman welcomed everyone to the first meeting of the Westbury Area Board to be held at the Laverton.</p> <p>The Chairman introduced the Councillors and Officers present including Councillor Fleur de Rhe-Philipe, Cabinet member for Performance and Risk and Jeff James, Chief Executive NHS Wiltshire.</p> <p>The Chairman made the following announcements,</p> <p>a) Mobile phone safety Immobilise, UK national property register are running a scheme to protect your mobile phone. Visit their website at www.immobilise.com.</p> <p>b) Winter weather – partnership working Wiltshire Council is encouraging partnership working with local Councils. Register your Council's interest with Sally Hendry, your local community manager (CAM) sally.hendry@wiltshire.gov.uk.</p> <p>c) Local flood protection In order to help communities to protect themselves from flood risk, Wiltshire Council is introducing a scheme to supply gel sacs. Town and Parish Councils wishing to purchase gel sacs or obtain further information should contact Sarah Peterson (sarah.peterson@wiltshire.gov.uk).</p> <p>d) Dog control orders Dog Control Orders can be made by the Council regarding any land to which the public have a right of access. In order to help frame the proposals that will go to a formal consultation process, please visit www.wiltshire.gov.uk/council/consultations.htm, further information is available from Simon Cleaver, Pest Control and Dog Warden Service Manager, simon.cleaver@wiltshire.gov.uk.</p> <p>e) Waste collection consultation During the summer presentations were given to Area Boards about the Council's proposals for changes to Wiltshire's Waste Collection and recycling service. The report and full set of results of the consultation can be seen on</p>	

	<p>www.intelligencenetwork.org.uk/environment</p> <p>f) Census 2011 The Census has collected information about the population every ten years since 1801 (except 1941). The next census in England and Wales is on 27 March 2011. For more information about the census please visit www.census.gov.uk.</p>	
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from; Kerry Eatwell, BA13+ Partnership, Sabina Edwards, Westbury Librarian, Ken Davis, Bratton Parish Council, Maxine Russell, Wiltshire Council, Shirley Rees, Dilton Marsh Community Day Centre and Julia Cramp, Service Director for Commissioning and Performance, Department of Education.</p>	
3.	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on 19 August were agreed as a correct record and signed by the Chairman.</p> <p>Councillor Cuthbert-Murray requested that his vote against the decision was noted.</p> <p><u>Decision</u> The minutes of the previous meeting were agreed as a correct record and signed by the Chairman.</p>	
4.	<p><u>Declarations of Interest</u></p> <p>Councillors David Jenkins, Russell Hawker and Michael Cuthbert-Murray all declared prejudicial interests in Item 6 (Community Area Grant application from the Laverton Trust) as they were all dual-hatted members of Westbury Town Council and Wiltshire Council. However, they had all been granted dispensations by the Standards Committee which enabled them to speak and vote on the matter.</p> <p>Councillor Hawker declared a prejudicial interest, a member of the Society in items 7 (Community Area Grant application for Westbury Heritage Society) and item 10 (Community Area Grant application for BA13+ Community Area Partnership) as the Area Boards representative. Councillor Hawker would leave the room for the consideration of these items.</p>	

5.	<p><u>Cabinet Member for Finance, Performance and Risk - Councillor Fleur De Rhe-Philippe</u></p> <p>Councillor Fleur de Rhe-Philippe introduced herself and outlined her role as Cabinet member for Finance, Performance and Risk, 'looking after the pennies' and ensuring funds were spent appropriately.</p> <p>Councillor de Rhe-Philippe emphasised that Wiltshire Council was better placed than the majority of councils to deal with the Comprehensive Spending Review (CSR) and that the intention was to be able to invest in social services, leisure facilities and in the economy. She went on to clarify that the number of managerial posts that would be lost by the end of the financial year would be 240. She explained that the 28% cuts that needed to be made, would not be spread over 4 years, as previously expected and that the cuts would be 'front loaded' into the first 2 years. She explained that it was difficult to give concrete answers as the final figure for the grant from government was not known yet but it was expected soon.</p> <p>Councillor de-Rhe Philippe reassured those present that there was no intention to raise Council tax next year, and as far as possible front line services would be protected. However, investment may have to slip a year or two depending on the outcome of the review.</p> <p>Several questions on the redundancy packages under the Local Government Review that harmonised the 5 Councils into 1 Unitary Council were raised. Councillor de Rhe-Philippe, stressed that the decision to elect a new Chief Executive for the Unitary Council was a Government Directive, and that redundancy packages matched the terms and conditions of the various District Councils.</p>	
6.	<p><u>Local Transport Plan Funding Allocation</u></p> <p>In 2010/11 Westbury Area Board has been allocated £10,320 for small scale transport schemes to be progressed in Westbury Community Area. The Community Area Transport Group (CATG) made the following recommendations to the board for their approval.</p> <ol style="list-style-type: none"> 1. Oldfield Road – widening of narrow footway at the Station Road end, 2. A3098 Tower Hill, Dilton Marsh – footway/pedestrian safety measures and investigation of existing traffic calming measures, 3. Oldfield Park – lack of parking and dangerous parking causing road safety issues. 	

	<p>Decision</p> <p>To agree the proposal made by the CATG.</p>	
7.	<p><u>Partner Updates</u></p> <p>Wiltshire Fire and Rescue Update from Wiltshire Fire and Rescue was included in the agenda at pages 65 to 66.</p> <p>NHS Wiltshire Update from NHS Wiltshire for November was included in the agenda at pages 67 to 69.</p> <p>Police Update from Sector Commander Dave Minty was included in the agenda at pages 71 to 73.</p> <p>Westbury Town Council Cllr Mitchell reported that the Christmas lights switch on event was a great success and that all the planned Christmas events in and around the Westbury area were detailed in the Christmas brochures.</p> <p>Laverton Institute Trust Cllr Andrews updated the board on the progression of the Laverton project. Phase 1 has now been completed most notably the lift which gives disabled access. Phase 2 will include the refurbishment of the hall including new audio and visual equipment. Cllr Andrews was pleased to announce a £90,000 grant from Plain Action. Cllr de Rhe-Philippe expressed how impressed Plain Action had been with the associated presentation that helped secure the funding.</p> <p>BA13+ Community Area Partnership (CAP) Reverend Jonathan Burke Chairman of BA13+CAP updated the Area Board. The main focus of work for the CAP continues to be the Community Plan, with the intention to visit a wide range of organisations and networks to ensure that the Plan is 'joined up' piece of work that accurately reflects the aspirations and plans for the area in a realistic way. The topics which the plan embraces are wide - ranging and include:</p> <ul style="list-style-type: none"> • Young people, education, skills and learning • Environment • Transport • Housing • Community Safety • Health and Well-being 	

	<ul style="list-style-type: none"> • Culture and Leisure <p>The next BA13+ CAP meeting will be held on Wednesday 19 January 2011, at 7.30pm at Grassacres, Westbury.</p> <p>Westbury Chamber of Commerce – The Chairman reminded everyone that a competition was available for those who had started a new business after 25 September 2009 or are planning to start trading before 3 August 2011. For more information follow the link.</p> <p>http://www.wessexchambers.org.uk/competitions.asp</p> <p>Cllr de Rhe-Philipe informed people about Plain Action, a rural development programme running until December 2013. It operates across the Salisbury Plain area and into part of Hampshire, and has a budget of £2.5m. It is a ‘Local Action Group’ made up of local people and seeks to develop skills through learning and training, promotion and support of small businesses and employment, and strengthening communities. For further information www.plainaction.org.uk.</p>	
8.	<p><u>Spotlight on CAYPIG Activities in the Westbury Community Area</u></p> <p>The Community Area Young People’s Issues Group presented to the Area Board an impressive and positive DVD which illustrated current CAYPIG issues which they are working on which was supported by a verbal update from the members of the group. The current projects being undertaken are;</p> <ul style="list-style-type: none"> • Smoothy Bar Project – A small group of young women came up with the business idea of hosting a Smoothy bar initially at the Youth Development Centre and building on this by becoming involved in community events such as the Christmas Event and summer Street Fayre. Individuals have gained a Level 2 in Food Safety and Hygiene and two members have been nominated for and successful in achieving a Young people’s Achievement Awards through Wiltshire Council. • Leisure Credits – Is an idea which involves young people carrying out community work and in return being given credits which can be exchanged for activities such as ice-skating, cinema and bowling. • Multi-media room – A redundant room within the Youth Development Centre will be developed into a multi media centre so that young people can participate in film making, photography, animation, and other art and media 	

	<p>opportunities during the evenings and weekends. Funding applications have been submitted and the young people have produced innovative plans and are waiting to hear whether funding is available so that work can commence.</p> <ul style="list-style-type: none"> • Young People’s Transport Scheme – This scheme is being developed to benefit group members living in outlying areas and villages, who feel isolated and cut off from the town centre. Research has been undertaken which supports improving the accessibility for young people in rural locations. A pilot scheme is being developed which will enable young people to be transported into Westbury a couple of times of week using a minibus taxi from a local provider and the Youth Development Centre’s MPV people carrier. The Area Board and BA13+CAP are supporting this project. 	
9.	<p><u>Chief Executive Wiltshire Primary Care Trust - Jeff James</u></p> <p>Jeff James started his update to the Area Board with the positive news of 0.1 of 1% additional cash for the region. However he explained that overall the population is ageing and there would be a need to spend more money on new drugs. His role was to look critically on how all the money is spent on our behalf. Typically Wiltshire residents are healthier and use hospitals less than other counties, but when Wiltshire residents do have to stay in hospital they stay longer, on average 2 days, for 10 – 11 days. Jeff is concentrating on what is needed to be done to improve this and this will be the focus for the next four years, fewer beds being used in the main hospitals of Bath, Swindon and Salisbury.</p> <p>The changes, that the Government is making has three components as far as the Primary Care Trust is concerned. During the course of this year staff that are currently employed providing services direct to patients will transfer to other organisations. During the following year he will be working with GPs who will be the new commissioners of services, the people who plan and pay for them. Also public health, the promotion of good health will be transferred to local authorities. By 2013 the PCT will no longer be in existence. These changes should not directly affect the individual patient. Although as the idea of choice for the patient grows, people may be selective over which practice they chose to use. You and your GP will be able to discuss the care you need and where is the best place for you to undertake this care. In short the GP will hold the budget but decisions will be made in partnership with you the patient.</p> <p>Jeff explained that there would be funding for respite for carers,</p>	

	<p>enabling carers to take a break, the budget allocation £400m is expected but further details of this package have not yet been released.</p> <p>Jeff reiterated that overall there were no plans for the use of Westbury hospital and once all the services that were currently being undertaken were moved to the new building, under government policy the site would be disposed of.</p>	
10.	<p><u>Wiltshire Council's New Approach to Face to Face Customer Access to Council Services</u></p> <p>Wayne Smith, from Wiltshire Council Customer Services introduced a DVD which described Wiltshire Council's intention to increase the range of services delivered in customers' homes and business premises. Increasing the services offered in the community is a process and not all services will be delivered immediately. Many of the services affected are currently reviewing their operations, in order to deliver savings as part of the current spending review.</p> <p>Area Boards are asked to recommend local venues in their areas that can be used for face to face meetings. Recommendations will be collated and reported back to Area Boards in January 2011.</p>	
11.	<p><u>Anti Social Behaviour in the Westbury Community Area</u></p> <p>Inspector Dave Minty updated the Area Board on Anti Social Behaviour in Westbury. Currently there is 1 ASBO in effect and this has had a marked effect on the behaviour of others. He went on to reassure the Area Board that the Police take constant low level disorder that damages or destroys another person's quality of life very seriously, however he can't take any action unless this type of crime, which many people consider as not worth reporting is reported. Again he stressed that ASB statistics are low and are getting lower.</p> <p>He reported that crime reduction has improved, with 9.8% and 34.8% reduction in violent crime and dwelling burglaries respectively.</p> <p>Crime prevention advice can be obtained from the local NPT or the Wiltshire Police website www.wiltshire.police.uk.</p>	
12.	<p><u>Issues Update</u></p> <p>The Area Board received updates from the following:</p>	

Westbury Leisure Alliance – The group has been in dialogue with the Council requesting detailed information on historical performance and finance details, however there are still details missing and the Council have written to DC Leisure to fill in the blanks, but without a complete picture, decisions cannot be made. The group plan to send a letter to cabinet members prior to their Cabinet meeting on 14 December. The letter to cabinet members will say to Wiltshire Council members, that Westbury residents don't want the Council to pass the facilities in Westbury over to a local trust. The people of Westbury want the Council to continue to run Westbury leisure facilities. The letter will also highlight the importance and national significance of Westbury Swimming Pool, which was recently designated as a Grade II listed building. It will also emphasise the problems of running two facilities on separate sites, and the problems the pool will have in generating revenue.

Preserving Westbury Landscape – In the absence of Maxine Russell the Area Board received a paper detailing the history and the current legislation that is in place regarding the Wellhead Valley. The Board also received a request to take action to ensure that the landscape is protected in a positive way through the designation of an Area of Outstanding Natural Beauty order. In light of the strength of feeling regarding this topic, the Chair suggested that it should be brought to the next meeting, as an agenda item, where Council officers would be present to answer questions and provide guidance.

Primary Care Centre – Planning permission has been agreed for the new Primary Care Development, with the tendering process about to start and building to commence sometime in the Spring. The new facility will provide a wide range of services including an x-ray department, a stand-by point for a dedicated ambulance, which will cut response times and a minor surgery unit.

Proposed changes to Warden service to Residents in Sheltered Care – Following recent articles in the news and on the radio it is proposed that there could be changes to warden services – i.e. the bringing together of all the existing care and support service arrangements to meet the full range of customer needs could be implemented by Wiltshire Council as from April 2011. This would refer to Selwood housing residents, disabled and elderly who live in sheltered accommodation such as Field Close and Bell Orchard. The idea behind this is to produce a more cost effective and improved solution to their needs. A briefing paper is being prepared and will go to Wiltshire Council cabinet in the New Year. We will keep you updated.

Other issues update – Sally updated the Area Board with a brief

	<p>Westbury Area Board awarded the sum of £990 to Jubilee Close and Haynes Road Residents Association.</p> <p>Reason</p> <p><i>The application met the Community Area Grants criteria 2010/11 and linked to Wiltshire Council's priorities of engaging with local people and increasing numbers involved in volunteering.</i></p> <p>3. An application has been received from Dilton Marsh Community Day Centre for £262 to help fund a Christmas party and entertainment for elderly residents.</p> <p>Decision</p> <p>Westbury Area Board awarded the sum of £262 to Dilton Marsh Community Day Centre.</p> <p>Reason</p> <p><i>The application met the Community Area Grants criteria 2010/11 and linked to Wiltshire Council's priorities of engaging with local people and increasing numbers involved in volunteering.</i></p> <p>4. An application has been received from Bratton History Society for £200 to help fund the creation of an online archive of Bratton history.</p> <p>Decision</p> <p>Westbury Area Board awarded the sum of £200 the Bratton History Society.</p> <p>Reason</p> <p><i>The application met the Community Area Grants criteria 2010/11 and linked to Wiltshire Council's priorities of engaging with local people and increasing numbers involved in volunteering.</i></p> <p>5. An application has been received from Westbury Town Council for £757 to fund the purchase and erection of three flagpoles and flags by the Town's War Memorial.</p> <p>Decision</p>	<p>Sally Hendry</p> <p>Sally Hendry</p> <p>Sally Hendry</p>
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	<p>8. An application has been received from Westbury Blues n Zues for £294 to help fund transport to boost attendance at a series of Blues n Zues events which are run by the Neighbourhood Policing Team.</p> <p>Decision</p> <p>Westbury Area Board awarded the sum of £294 to Westbury Blues n Zues.</p> <p>Reason</p> <p><i>The application met the Community Area Grants criteria 2010/11 and linked to Wiltshire Council's priorities of engaging with local people and engaging with young people in positive activities.</i></p> <p>9. An application has been received from Bratton Parish Council of £1000 to help fund the replacement of matting under play equipment.</p> <p>Decision</p> <p>Westbury Area Board awarded the sum of £1000 to Bratton Parish Council.</p> <p>Reason</p> <p><i>The application met the Community Area Grants criteria 2010/11 and linked to Wiltshire Council's priorities of engaging with local people; encouraging healthy lifestyle changes and improving young people's participation in positive activities.</i></p> <p>10. An application has been received from BA13+ Community Area Partnership for £7900 to help fund the continued work of CAP including administration, publicity, events, updating of community plan.</p> <p>Decision</p> <p>Westbury Area Board awarded the sum of £7900 to BA13+CAP.</p> <p>Reason</p>	<p>Sally Hendry</p> <p>Sally Hendry</p> <p>Sally Hendry</p>
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	<p><i>The application met the Community Area Grants criteria 2010/11 and linked to Wiltshire Council's priorities of engaging with local people and increasing numbers involved in volunteering.</i></p> <p>Councillor Hawker left the room for the consideration of this item.</p> <p>11. An application has been received from CAYPIG to provide financial support to the Pilot Youth Transport Scheme.</p> <p>Decision</p> <p>Westbury Area Board awarded the sum of £4045 to the Pilot Youth Transport Scheme and requests regular updates on the progress of this project.</p> <p><i>Reason</i></p> <p><i>Westbury Area Board was allocated £4045 for young people's activities in the community. This allocation of funding is at the Boards discretion.</i></p>	<p>Sally Hendry</p>
<p>14.</p>	<p><u>Future Meeting Dates and Forward Plan</u></p> <p>The next meeting of the Westbury Area Board will be held on Thursday 3 February 2011 at the Jubilee Hall, Melbourne Street, Bratton.</p> <p>A forward plan indicating future agenda items was included in the agenda at page 83.</p>	
<p>15.</p>	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending and contributing to the meeting. The meeting closed at 9.20pm</p>	



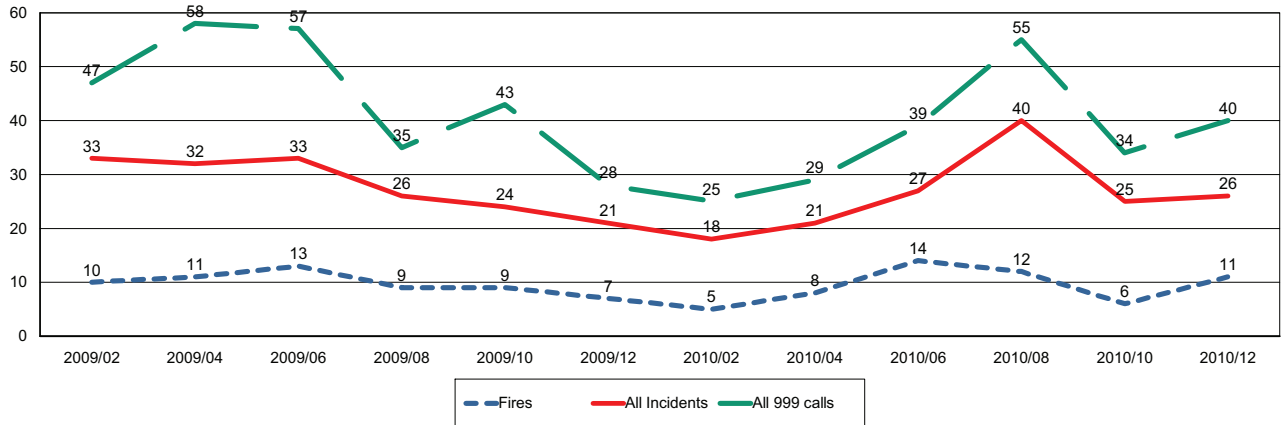
Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

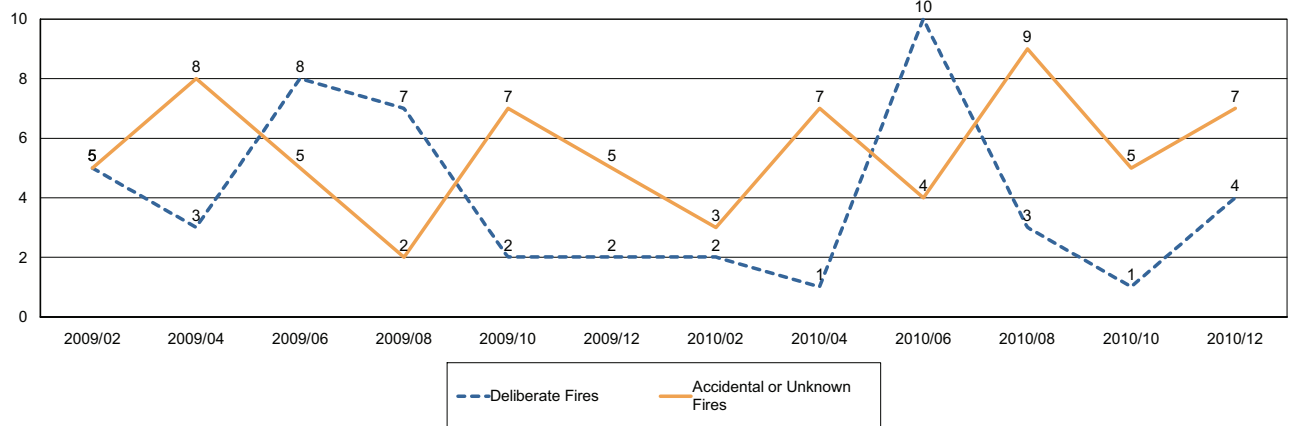
Report for Westbury Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including December 2010. It has been prepared by the Group Manager for the Board's area.

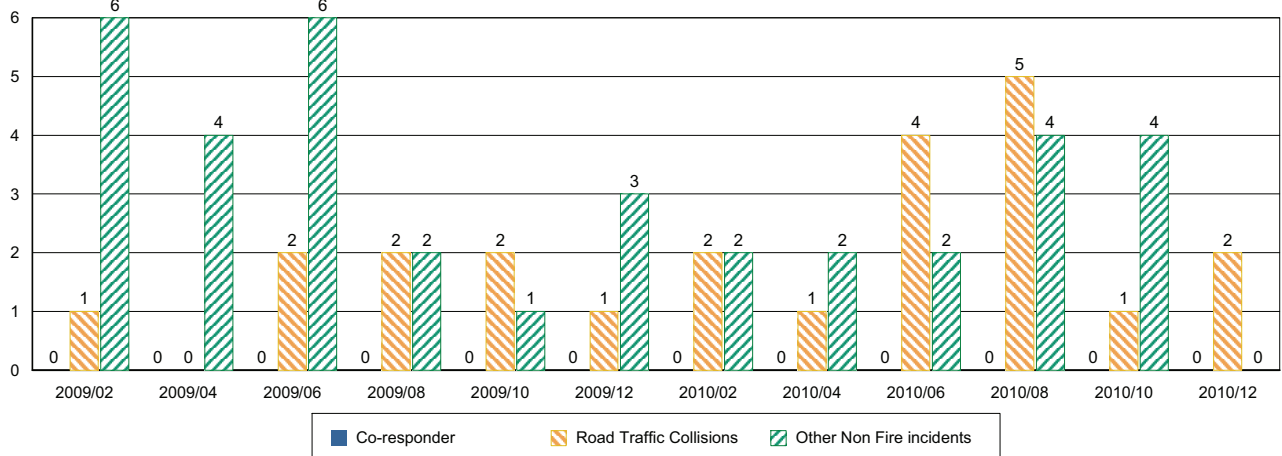
Incidents and Calls



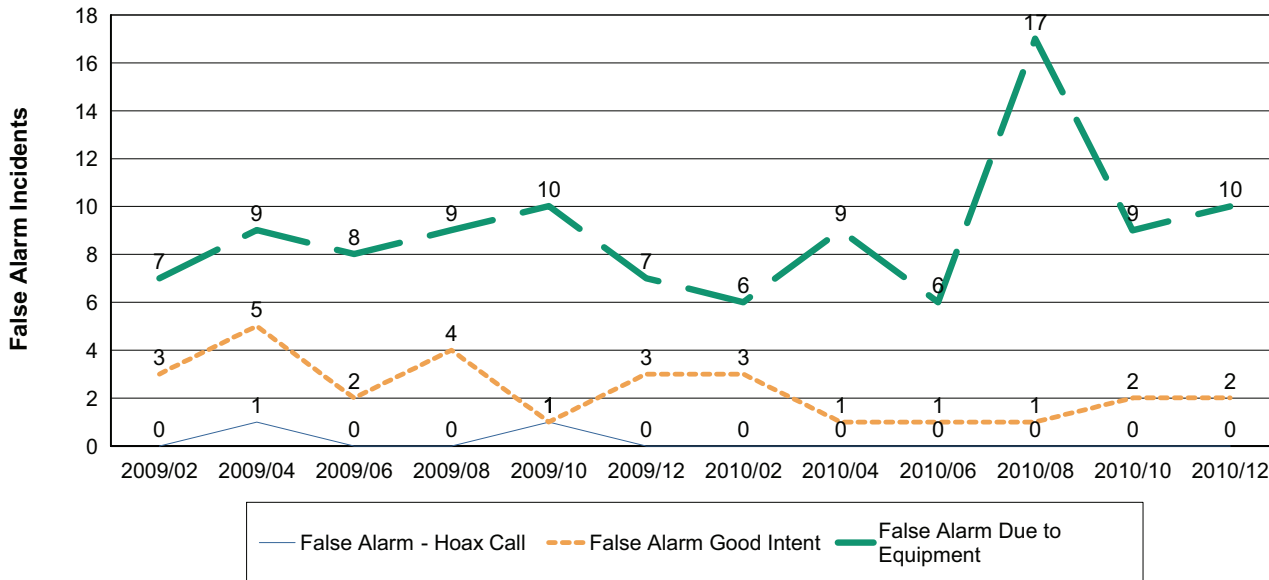
Fires by Cause



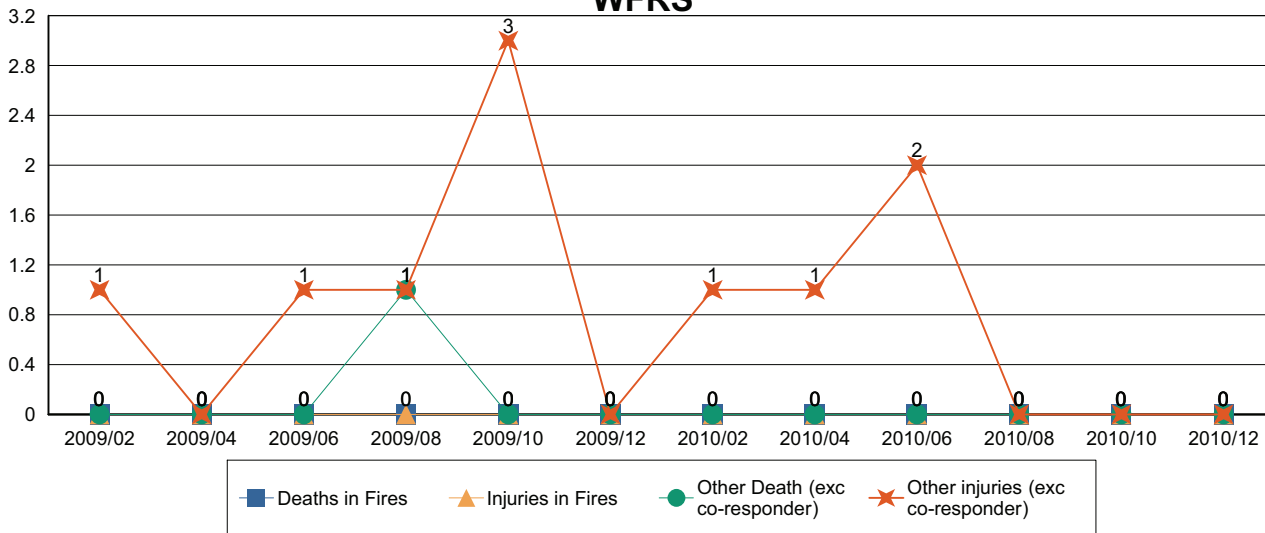
Non-Fire incidents attended by WFRS



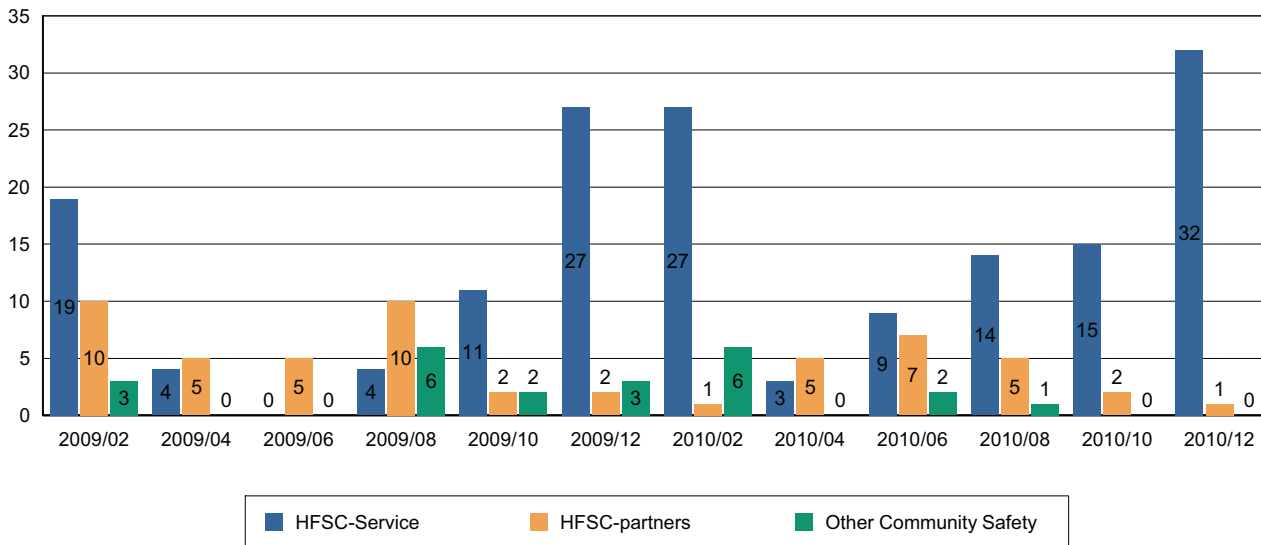
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

NHS Update – December 2010

Preferred provider organisation confirmed for community-based health services in Wiltshire

Great Western Hospitals NHS Foundation Trust has been named as the preferred provider for community-based health services in Wiltshire from 1 April 2011, NHS Wiltshire announced today.

The announcement means that community-based NHS services for the whole of Wiltshire, plus maternity services for Bath & North East Somerset and parts of Somerset, will transfer to Great Western Hospitals NHS Foundation Trust. Services to patients will continue unchanged as this is a transfer of organisational responsibility and not a change to the way services are delivered or the places where they are provided. The transfer is subject to the completion of legal formalities between NHS Wiltshire and Great Western Hospitals NHS Foundation Trust and approval of the transfer by Monitor (the independent regulator of NHS Foundation Trusts Monitor). Because of the preparatory work undertaken by the two organisations, neither of these processes is thought to pose particular difficulties.

The announcement of the preferred provider organisation is a key milestone in the Transforming Community Services project in Wiltshire, which sees health services currently provided by Wiltshire Community Health Services, such as district nursing and maternity services, transfer to new employing organisations. The project started in July 2010, following the Government's publication of the revised Operating Framework for the NHS in England for 2010-11, which requires primary care trusts to transfer the provision of services to different organisations by 1 April 2011. This transfer does not change the range of services provided, nor the places where they are provided. The change is a transfer of responsibility from one organisation to another.

The formal transfer of the services to the new employer will take place at midnight on 31 March 2011. Clinical staff and some non-clinical support staff who work in the transferring services, such as nurses, midwives, physiotherapists and occupational therapists, will all transfer to the new organisation at the same time.

NHS Wiltshire Chief Executive Jeff James said:

“Our provider arm, Wiltshire Community Health Services, is a first-class organisation, that has shown over the last four years that it leads the way in developing services in the community. To take two examples, our maternity services and community nursing and therapy services have been nationally recognised as setting the example for others to follow.

“In responding to the Government policy to transfer services to other providers we have had three aims:

- To safeguard the quality of services to patients
- To safeguard the conditions for effective clinical practice
- To minimise disruption and lost opportunities for our staff”

“We have run Transforming Community Services in Wiltshire as a ‘managed transfer’ process enabling local organisations to bid to run the services from next year. Following a thorough and tough evaluation of the submissions we received from local NHS provider organisations, we have agreed that community-based services in Wiltshire, and Wiltshire Maternity Services which provides care for women in north and west Wiltshire, Bath & North East Somerset, and parts of Somerset, will transfer to Great Western Hospitals NHS Foundation Trust with effect from 1 April 2011.”

Full steam ahead for Westbury Primary Care Development

The planning application for a new Primary Care Development in Westbury has been approved by Wiltshire Council. The development, which will be located at Leigh Park, will include an extended modern GP surgery which combines the Eastleigh Surgery and the White Horse Surgery with a range of other health care services, all under one roof.

Bill Fanning, Chairman of the Westbury Patients Forum, said: “This is great news for people in Westbury and the surrounding area. The development is a modern, purpose-built centre with the space and health facilities to serve the town properly. Initially there were a few concerns about transport, and we have worked hard to resolve the details with Wiltshire Council and colleagues from voluntary services. We’re delighted that we can now proceed”.

Plans for its development have evolved through the work of a Steering Group with members drawn from the Westbury Group Practice, Patients’ Forum, League of Friends, the Town Council and NHS Wiltshire.

Dr Debbie Beale, a GP at Eastleigh Surgery, said: “This is an exciting time for Eastleigh Surgery, its patients and its staff. The approval endorses all the hard work and commitment from everyone involved in our project. The new development will give us the space to look after our patients in modern purpose-built rooms, ensuring that we can continue to deliver high-quality GP care with privacy and dignity, and being located alongside the other health facilities on the site will ensure patients receive care which is a smooth and seamless as possible”.

Jeff James, Chief Executive of NHS Wiltshire said: “This development is fantastic for the people of Westbury and also excellent news for the NHS in Wiltshire, as it sets a high standard for the ongoing development of the other Primary Care Centres elsewhere in the county – Devizes, Trowbridge and Salisbury”.

The Primary Care Development will accommodate all the services that are currently provided from Eastleigh and White Horse Surgery, and in addition to this there will be a number of new services available that Westbury people currently have to travel to other towns to access. The services available will be:

Staying healthy this winter

With a nip of frost in the air, the NHS is gearing up for its busiest season of the year. Common viruses such as flu and the 'winter vomiting' bug, norovirus, often take hold just as the cold weather starts to bite, causing extra challenges to our health services. One of the biggest problems is keeping viruses from spreading, and the best contribution we can all make is – if we're suffering, stay at home and use the phone to ring your GP or NHS Direct.

Flu vaccinations

GP practices around the county have started running flu vaccination clinics. This year the vaccine contains protection against H1N1 (no longer considered a pandemic, but one of this season's predominant strains of flu) as well as other strains of the virus. One simple injection should provide complete protection, and we're urging anyone who hasn't already been vaccinated to contact their GP.

Military families trained to improve health and wellbeing

The family members of service personnel based at Tidworth, Larkhill and Bulford have been involved in a successful pilot scheme to become Health Trainers. The scheme is commissioned and funded by NHS Wiltshire and managed by Community First.

Health Trainers provide information, motivation and practical support to individual adults on a one-to-one basis to make changes to lifestyles, to improve health and well being and to minimise health risks, as well as supporting behaviour change – which includes support to stop smoking, promotes physical activity and signposts to specialist support such as drugs and alcohol services. Health Trainers also support healthy eating linked to weight loss. All the initiatives have impacts on people's emotional health and well being.

Maggie Rae, Corporate Director of Public Health and Well Being, said:

"The positive impact which this programme will have on the families of our servicemen and women in terms of health and well being is extremely encouraging. By providing families in Tidworth with the knowledge, skills and support needed to lead healthier lifestyles, Health Trainers can encourage other members of the community to improve their health, as well as help to reduce health problems. These Trainers are now part of the Public Health community and are able to deliver really serious support to people and their colleagues".

Mental Health Services

NHS Wiltshire and Avon and Wiltshire Mental Health Partnership (AWP) have been working on re-designing mental health services in Wiltshire since spring 2010. With wide engagement from service users and clinicians, the work builds on a programme within AWP of reviewing and modernising their services and has received a positive response from the Health Overview and Scrutiny Committee. The new service model is 'ageless' and establishes pathways for any adult over 18 years. Part of the Trust's plans include a shift in resources from inpatient beds to community services, with fewer

inpatient beds clustered onto fewer sites to improve the safety and clinical quality of services. There will be 24/7 access to services with a focus on re-enablement and supporting people to live their lives, faster access to assessment services and the most appropriate AWP service and direct access to specialist services. This will result in the closure of twenty inpatient beds at Green Lane Hospital, Devizes. AWP's Clinical director Dr Julie Hankin said the money saved by the bed closures would be re-invested in the service. "We're spending public money on keeping beds open which aren't being used and we feel this is a fantastic chance to use that money more effectively," she said. "The money is being invested in other parts of the service, so although it's about efficiencies, it's not about ripping money out of the service." The redesign is expected to save £3.3million which will be reinvested in the new services.

The Annual General Meeting and Board meeting of NHS Wiltshire will be held on **Wednesday 19 January at 10am - 2011 at Southgate House**. Members of the public are welcome to attend.

Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: stacey.saunders@wiltshire.nhs.uk). For further information or copies of documents referred to above, please contact Jo Howes, Community Engagement Manager, 01380 733929 or jo.howes@wiltshire.nhs

NHS Update – January 2011

Government announces new vision for public health

The Government's new vision for public health, 'Healthy Lives, Healthy People' was announced by Secretary of State, Andrew Lansley, this afternoon.

'Healthy Lives, Healthy People' also sets out how funding from the overall NHS budget will be ring-fenced for spending on public health in a recognition that prevention is better than cure.

Local government in Wiltshire will take charge of public health from a national budget which could be in the region of £4 billion. Wiltshire Council will continue to work with Corporate Director of Public Health and Wellbeing, Maggie Rae, to provide professional advice and leadership around key challenges like reducing harm from tobacco and alcohol, improving sexual health and ensuring the local population is protected from the impact of major incidents and epidemics such as pandemic flu.

The Department of Health is seeking your views on these changes. Have your say by responding to the public consultation:

http://www.dh.gov.uk/prod_consum_dh/groups/dh_digitalassets/@dh/@en/@ps/documents/digitalasset/dh_122347.pdf

Investors in Carers scheme launched

They provide care for ill, frail or disabled family members worth £511 million a year in the UK, and yet carers often pay a price in terms of jobs, friendships and even health. Carers are twice as likely as others to become ill.

Now a new awards scheme will reward GP practices and others who give special attention to the needs of these unsung heroes and heroines. Aimed at GP practices who do a really good job of taking care of those who care, it awards bronze, silver and gold accreditation as a reward for some of the best practice that exists across the county, as well as acting as a spur to others to do better.

New mums happy with their care

The maternity service provided by Wiltshire Community Health Services has been rated highly by mums in an independent survey commissioned by the Care Quality Commission.

The survey looked at women's experiences of care provided by hospital and community staff, from early pregnancy to four weeks after the birth. Wiltshire Community Health Services provides maternity services at Princess Anne Wing at Bath Royal United Hospital, at the birthing units at Chippenham Hospital and Trowbridge Hospital and at the birthing centres in Frome and Paulton.

The national survey involved responses from over 25,000 women. In Wiltshire, 238 women responded, all of whom had had a live birth between 1st and 28th February 2010 and were aged 16 years or older. Women who had a home birth were also eligible.

Managing flu-like symptoms

The advice issued by Maggie Rae covers how best to protect yourself and your family against cold and flu viruses, how to treat symptoms as they emerge, and how to make best of use of the wide range of NHS services available if you need them, in order to ensure services like 999 and A&E are kept free for emergencies only.

“If you come into contact with droplets, either in the air, on hands, or hard surfaces, you can catch the viruses. Sneeze into tissues and wash hands afterwards. Remember: ‘catch it, bin it, kill it’. This advice works for all coughs, cold and flu-like illnesses.

“If you are over 65 years of age, a pregnant woman or under 65 years of age with a chronic medical condition you have not yet had your seasonal flu jab we would encourage you to contact your surgery to make an appointment.

“If you do get symptoms such as cough, fever, aching limbs and weakness, you can manage this at home by drinking plenty of fluids, taking over-the-counter medications containing paracetamol and resting.”

Please be mindful to think of other routes to medical treatment rather than calling 999. The following points should be helpful when deciding who to contact.

- Pharmacies offer over-the-counter medicines and advice. As well as being open during regular retail hours, they operate an out-of-hours service on a rota basis
- Call NHS Direct for advice on 0845 46 47 or go to www.nhsdirect.nhs.uk. They can give a wide range of advice and information about many conditions
- Use the minor injuries units at Chippenham and Trowbridge for cuts, breaks, burns and other injuries – but not for colds, flu or vomiting
- Make an appointment with your own GP. Your doctor may be happy to give you medical advice over the telephone if you are unable to make an appointment.
- An out-of-hours service is also available if your GP surgery is closed – the Wiltshire-wide service 0300 111 5717
- If it is a genuine emergency, go to your local A&E department or call 999 for an ambulance.
- NHS Choices is a website where you can find up-to-date and expert advice on a range of illnesses and complaints, as well as find your nearest NHS services. Visit www.nhs.uk
- NHS Direct provides a confidential telephone service, 24 hours a day, to give professional advice and guidance on health issues, call: 0845 46 47.

The next Board meeting of NHS Wiltshire will be held on **Wednesday 19 January at 10am - 2011 at Southgate House**. Members of the public are welcome to attend.

Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: stacey.saunders@wiltshire.nhs.uk). For further information or copies of documents referred to above, please contact Jo Howes, Community Engagement Manager, 01380 733929 or jo.howes@wiltshire.nhs

Agenda Item 15a

Community Area Grants

Purpose of Report

To ask councillors to consider 5 applications seeking the following funding from 2010/11 Area Board Grants:

1. Westbury Town Council – award £545 to match fund the purchase of a mobile projector, screen and whiteboard for community use.
2. Edington Parish Hall – award £3250 to match fund replacement windows in the village hall
3. Dilton Marsh Flower and Produce show – award £320 to fund publicity and set up costs for a village flower and handicrafts show
4. Coulston Parish Council - award £105 to match fund the connection of water to village allotments.
5. Crosspoint – award £1000 to fund the purchase of computer equipment for a drop-in community centre.

1. Background

1.1 Area boards have authority to approve grants under powers delegated to the area boards by the leader of Wiltshire Council (13 May 2009). Under the terms of that delegation area boards must operate within the policies set by the leader and/or the council. Wiltshire Council has adopted an Area Grants Policy, with funding criteria, to which the area boards must adhere.

1.2 In accordance with the Scheme of Delegation, any recommendation of an area board that was contrary to the funding criteria would need the approval of the leader, the appropriate cabinet member or the Cabinet.

1.3 In 2010/11 the Westbury Area Board was allocated a budget of £40,447. Following the approval of grant funding at the area board of 2 December, we now have £12,712 remaining for this financial year.

2. Main Considerations

2.1 Councillors will need to be satisfied that grants awarded in the 2010/11 year are made to projects that can realistically proceed before 31 March 2011.

2.2 Funding applications will be considered at every Area Board meeting until 31 March 2011. The meeting on Thursday 3 February 2011 will be the last in this financial year.

3. Environmental Impact of the Proposals

3.1 Community Area Grants will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

4.1 Awards must fall within the Area Boards budget allocated to the Westbury Area Board.

4.2 If all grant applications are approved, there will be **£7,492** left in the Westbury area board budget for 2010/11. It is anticipated this will be rolled over into the grant allocation budget for 2011/12.

5. Legal Implications

5.1 There are no specific legal implications related to this report.

6. HR Implications

6.1 There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

7.1 Community Area Grants give all local community and voluntary groups, town and parish councils an equal opportunity to receive funding towards community based projects and schemes.

7.2 Implications relating to individual grant applications are outlined within section 8 – Officer recommendations.

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
138	Westbury Town Council	This is an application for match funding for the purchase of a mobile projector, screen and whiteboard. This would be available for use by local groups, schools and organisations either when using the Laverton or in the community. It would be held by Westbury Town Council which	£ 545

	would be responsible for its safety and maintenance.	
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8.1.1 Officers are of the opinion that this application meets 2010/11 grant criteria.

8.1.2 This application links to Wiltshire Council priorities of engaging with local people; increasing numbers involved in volunteering and with the aims of the Westbury area community plan (Improving economy/tourism P.9).

Ref	Applicant	Project proposal	Funding requested
135	Edington Parish Hall	This is an application for match funding to replace the original (1886) leaded windows with like double glazed to create a warmer, eco friendly environment. As the only meeting place in the village, the hall caters for the whole community, and is used by a variety of groups including pre-schoolers, art and crafts group, Womens Institute, seniors tea afternoons and parish council meetings. The improvements to the windows are part of an extensive project to upgrade the hall and include new heating, roof renovation and ultimately new toilets and kitchen facilities.	£3250

8.2.1 Officers are of the opinion that this application meets 2010/11 grant criteria

This application links to Wiltshire Council priorities of engaging with local people; increasing numbers involved in volunteering, and with the aims of the Westbury area community plan (Improving leisure/recreation P.27).

8.2.2

Ref	Applicant	Project proposal	Funding requested
141	Dilton Marsh Flower and Handicrafts Show	This application is for funding to launch an annual flower and handicrafts show which will be open to all ages. The project aims	£ 320

		to encourage community participation, boost visitors and enhance community pride. Note: the WI ran a flower and craft show for many years but it was restricted to the WI – the same with the local gardening club. It is hoped combining the two into a new event will widen its appeal and participation from the whole community. .	
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8.3.1 Officers are of the opinion that this application meets 2010/11 grant criteria but note that should the show become an annual event, there could not be repeat funding available from the area board.

8.3.2 This application links to Wiltshire Council priorities of engaging with local people and increasing numbers involved in volunteering and with the aims of the Westbury area community plan (Improving leisure/recreation P.27).

Ref	Applicant	Project proposal	Funding requested
137	Coulston Parish Council	To help match fund the cost of connecting water supply to the village allotments.	£105

8.4.1 Officers are of the opinion that this application meets 2010/11 grant criteria

8.4.2 This application links to Wiltshire Council priorities of engaging with local people; increasing numbers involved in volunteering and with the aims of the Westbury area community plan (Improving leisure/recreation P.27; Parish observations P.34)).

Ref	Applicant	Project proposal	Funding requested
140	Crosspoint	To fund the purchase of computer equipment to help in the launch of a community based drop in centre Westbury.	£1000

8.5.1 Officers are of the opinion that this application meets 2010/11 grant criteria

8.5.2 This application links to Wiltshire Council priorities of engaging with local people; increasing numbers involved in volunteering and with many aims of the Westbury area community plan

Ends

Report Author: Sally Hendry
Westbury Community Area Manager
01373 864714
Sally.hendry@wiltshire.gov.uk

Report to	Westbury Area Board
Date of Meeting	3 February 2011
Title of Report	Performance Reward Grant Scheme
Purpose of Report	
<p>To ask Councillors to consider the details of one application for funding from the Performance Reward Grant Scheme:</p> <p>1. The Laverton Institute Trust is requesting a grant of £44,379 to fund the refurbishment of the toilets and provision of a separate toilet for the disabled and a baby-changing facility.</p>	

1. Background

1.1 Wiltshire agreed a Local Public Service Agreement with government that ended in March 2008. This contained 12 'stretch' (difficult) targets that required a number of organisations to work together to achieve the improvement. Our performance against these targets earned Performance Reward Grant (PRG) of £5.4m. This is paid by government over two years; half in 2009 and half in 2010.

This presents a unique opportunity for us to put additional resources into our Local Agreement for Wiltshire (LAW) and to combat the recession in Wiltshire through the Action for Wiltshire programme. £1.6m of this grant will be reinvested in the target areas that earned the grant, to take forward Wiltshire's ambitions. Another £1m will support some countywide initiatives under Action for Wiltshire. The balance of £2.8m is available over two to three years for bids supported by Area Boards that propose initiatives that take forward those things in the LAW and Action for Wiltshire that are important to local people.

Ideally all community areas of Wiltshire will benefit from this scheme, and there will be a spread of initiatives across LAW ambitions and Action for Wiltshire. We understand that not all bids will be made at the same time, and that proposals will take time to develop. The timing of local initiatives will also vary. To help ensure that projects in all community areas have the opportunity to bid, the funding will be released in 3 month tranches of £250,000. We will keep this under review and if appropriate will vary the timing and amount of funding in each tranche. At the end of the tranche any unallocated money will go back into the pool for future bids. Any bids pending when all the money in that tranche has been allocated will be carried forward to the next tranche.

The government imposes a grant condition that the grant must be used half for capital and half for revenue expenditure. Guidance on what counts as 'capital' is given in the funding pack on the Wiltshire Council website. Experience so far is that bids tend towards revenue expenditure, so it may be easier to get funding for 'capital' type initiatives.

Bids will initially be submitted as 'Expressions of Interest' to the local appropriate Area Board. The Area Board will make a decision as to which bids it supports. Lack

of support from the Area Board does not rule out the bid going forward to the grant scheme.

Full details of the Scheme and a Funding Pack are available from the Wiltshire council website:
www.wiltshire.gov.uk/.../localagreementforwiltshire/performanceawardgrantscheme.htm

2. Criteria for the Grant Scheme

2.1 Points to consider are:

- Funding under this scheme is for initiatives that have local support and will take forward ambitions in the Local Agreement for Wiltshire, or help combat the recession as part of the Action for Wiltshire programme. Information on this is provided in the grant pack.
- It is one-off funding, so should not be used for things that will result in an unfunded financial commitment after the end of the project. As part of the bid you will be asked to confirm that no unfunded commitments will result from your proposal.
- In total, Performance Reward Grant must be spent half on revenue and half on capital expenditure (guidance is given in the pack). Experience is that many initiatives are 'revenue', so there may be more money left available for 'capital' bids. We will need to account to government on the use of the grant, so will ask you for information on what the money will be used for.
- It is important that these initiatives have a positive local impact, and that we are able to show success. So you will be asked how you will measure that success – and we will ask you to let us know how well it worked.

The use of the grant will fall within the Area Board's usual good governance arrangements.

Ref	Applicant	Project proposal	Funding requested
3.1	The Laverton Institute Trust	The Laverton Project sets out a phased approach to the total refurbishment of the Laverton Hall, Westbury. Phase I, which included provision of a lift for the disabled, has been completed and Phase II will commence shortly now that funding is available. Part of Phase II includes the refurbishment of the toilets and provision of a separate toilet for the disabled. Additionally a baby-changing facility is envisaged to be provided in the ladies toilet.	£38, 168.00 + £6211 for fees/building permission (Total £44,379)

3.1.1 This application supports 5 out of the 7 ambitions of the Performance Reward Grant Scheme – building resilient communities, lives not services, supporting economic growth, Action for Wiltshire - combating the recession, improving outcomes for children and young people.

3.1.2 To enable this project to proceed the Area Board is asked to support this bid for PRG funding

Ref number:



Performance Reward Grant Scheme

APPLICATION FORM

To be returned to:

wiltshirelaa@wiltshire.gov.uk

Area Board	Westbury	
Form submitted by (contact for all queries)	The Laverton Institute Trust Stephen Andrews stephenandmary1@btinternet.com 01373 824382	
Name of initiative	The Laverton Project – Phase II (a)	
Brief Description of Initiative	The Laverton Project sets out a phased approach to the total refurbishment of the Laverton Hall, Westbury. Phase I, which included provision of a lift for the disabled, has been completed and Phase II will commence shortly now that funding is available. Part of Phase II includes the refurbishment of the toilets and provision of a separate toilet for the disabled. Additionally a baby-changing facility is envisaged to be provided in the ladies toilet. Most other sources of funding are concerned with “flagship” or specific projects. (i.e. heritage projects.) More prosaic projects, such as this one tend to be discounted.	
Please put a cross against the ambition(s) that this initiative will support *It is only necessary to identify those ambitions on which you feel your bid will make a significant impact.	Building resilient communities	x
	Improving affordable housing	
	Lives not services	x
	Supporting economic growth	x
	Safer communities	
	Protecting the environment	
	Action for Wiltshire – combating the recession	x
	Improving outcomes for Children and young people	x
Amount of funding sought	£38, 168.00 + £6211 for fees/building permission	
What will this money be spent on?	All expenditure is capital expenditure.	
Is planning permission required? Yes/No	No. However advice will be sought from the Conservation Department of Wiltshire Council about any Listed Building Permissions that may need to be obtained, hence the provision in the funding figure for this eventuality.	

Have quotes been obtained? Yes/No	Yes. Please see attached quotes.
<p>Note: Bids will only be considered if they help us to achieve our ambitions in the Local Agreement for Wiltshire. It is important that initiatives have a positive local impact, and that we are able to show success. In this section you are being asked to provide information about how your project contributes, and how you will measure that success. The level of improvement we expect to see will be proportional to the level of the bid: i.e. the more funding required, the greater the level of impact and improvement that will be necessary.</p>	
<p>Please describe how your initiative will support the ambition(s) indicated above, and summarise the action that will be taken</p>	<p>The Laverton Project will support the ambitions of the local Agreement for Wiltshire in a number of ways. The Laverton Hall was built in 1873 and was given to the Town by Abraham Laverton to act as a Community Centre and Educational facility. The Laverton Institute Trust was originally established in 1886 and is now a registered Charity (no. 270325). In 1977 the objectives of the charity were clearly set out as <i>“provision and maintenance of a community centre for the use by the inhabitants of Westbury – to be used for meetings, education, recreation and leisure”</i>.</p> <p>The Laverton Project was established in 2008 by the Laverton Institute Trust Management Committee to explore ways and means to increase usage of the building and facilities, secure funding and develop the building to its full potential as a community centre which will be available for use by all sections and age groups within the community.</p> <p>The building has not had, until recently, any substantial improvements made to it since the 1950s. Primarily the facilities did not cater for the needs of the elderly and infirm particularly for access to the main hall on the first floor where most of the community activities take place.</p> <p>The Laverton Project lays out a building improvement Plan over a number of phases to bring the building up to the standard required for modern facilities in the 21st Century. This phased approach has been adopted to enable improvements to be made as and when restoration funds allow.</p> <p>Phase I of the project, which consisted of moving the Town Council Offices to another part of the building and installing a disabled access lift, has now been completed. This phase was financed through a Public Works Loan (£105k) since the primary beneficiary was the Town Council.</p> <p>The aim of Phase II is to bring the function areas, public and access spaces and facilities throughout the majority of the building to a higher state of décor, equipment fit out and</p>

	<p>functionality to broaden the potential for multi-purpose use by all sections of the local community and our other target markets This phase will be financed partly through a grant of £90 000 already awarded by Plain Action and partly through the Trust's own resources.</p> <p>This application reflects several of the aims of the Westbury Area Community Plan:</p> <p>Pg 7 Education,skills and learning: The Laverton not only provides a suitable venue for a range of classes but will also house computers and IT equipment for use by the community (the community branch college in Westbury closed last year and the Laverton has acquired the IT equipment for continuing use by the public)</p> <p>Pg 19 Economy: Encourage wider business use on town centre and villages: The Laverton has already proved a suitable venue for a variety of business seminars, workshops and recruitment interviews for countywide companies. Upgrading of facilities will encourage more usage of this kind with benefits for the town</p> <p>Pg 27 Culture: The community plan identifies the need for more leisure facilities. The Laverton is already a popular venue for classes from art to fitness clubs and has housed photographic and art exhibitions. concerts and films. The enhancement of facilities will inevitably encourage more usage and attendance, thus creating an invaluable culture/leisure outlet for local people.</p> <p>However, there is still a requirement to refurbish the toilets and provide a separate unisex toilet for the disabled to complement what has so far been achieved and the facilities that are planned. As has been said most other funding sources are either unwilling or unable to provide funds for this type of improvement. It would, therefore, partly negate the good work that has so far been achieved if we cannot provide decent toilet facilities.</p>
<p>What makes this initiative a local priority (e.g. evidence from research and local support)</p>	<p>Research that has been carried out, for an earlier Business Plan, established the need for a large Community Hall in Westbury that could cater for the many and varied requirements of the Westbury Community. There are a number of meeting halls within Westbury but most are much smaller nor do they have the same same flexibility of facilities. There are two halls of similar size to the Laverton but they have perceived political affiliations making them unsuitable for all sections of the community. The Laverton Hall was, therefore, identified as the only venue that could provide what was required. At a recent Area Board Meeting</p>

	held at the Laverton the feedback identified the Hall as being the best location for such events. Currently the Laverton is used by a diverse group of organisations including CAB, Youth Offending Team, Chamber of Commerce, Masons, Local Church group and Matravers School. Also for functions such as Tea Dancing, Folkj Dancing, Fashion Shows, Keep Fit, Dance classes, Parties both adult and childrens, Photographic displays, Book launch and the recent Music Festival held Photographic and Art exhibitions over a two week period. Discounts are available to all Community/Activity/Membership groups within the BA13 area. Special rates are applied to local charities.
How will you know you have been successful?	By increased bookings and usage of the Hall which has already increased with the fairly modest enhancements already made.
<ul style="list-style-type: none"> How will you measure the impact? (may have more than one measure) 	We will be able to expand the usage of our main function room which is currently being used at approximately 13% of its capacity.
<ul style="list-style-type: none"> What is your improvement target (s), and when do you expect to achieve this/these? 	We hope to encourage those members of the community who have physical disabilities to be able to make full use of the Laverton Hall.
<ul style="list-style-type: none"> How will you ensure that the improvement continues after the end of the initiative? <i>(this is one-off funding)</i> 	The improvement will continue as it is a capital improvement that will remain in the building for many years. (Until further upgrades become necessary either through general “wear and tear” or by statutory requirement changes.)
Who will benefit from this initiative?	There are a considerable number of old and infirm people who would now be able to use the other facilities of the Laverton Hall without being further disadvantaged.
Confirm no unfunded commitments from this initiative	I confirm that there will be no unfunded financial commitments arising from this initiative.
Will ongoing maintenance of premises/equipment be necessary?	No
What are the key risks to success and how will these be managed?	There are no risks to the success of this project. There are however considerable disadvantages to the potential success of the Laverton Hall if this project does not take place.
Who will manage the initiative	The Town Clerk through The Laverton Trust Management Committee

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Signed:

Dated:

Chairman of Area Board

NB: It is the responsibility of the Area Board to ensure that:

- bids are robust and well-founded
- public money is spent appropriately and in accordance with the details of the bid and with any conditions placed on approval by the PRG Panel
- the initiatives are managed well to achieve the benefits and that performance improvement is reported

WILTSHIRE VOLUNTEERS

A Bid for PRG Funding - Summary

Bid Submitted by:

Janice Fortune, Chief Executive Officer, DEVELOP Enhancing Community Support, 3-4 New Road, Chippenham, Wilts SN15 1EJ

Amount requested: £55,694

Summary:

The new Wiltshire Infrastructure Support Service – ‘GROW’ *Enhancing Community Support* includes a countywide Volunteer Service for Wiltshire for the first time. This application, if approved, would both build on the basic service and develop an accredited volunteer centre for Wiltshire. At present the nearest accredited centre is in Swindon. The proposed service would offer the six core functions of a Volunteer Centre as prescribed by Volunteering England. The benefits to all community areas in Wiltshire will include better access to volunteering opportunities and support to individuals, Employer Volunteering scheme, specialised support, information and good practice services, access to draw down further funding via Volunteering England to support volunteering, and access to support and information as part of a national framework.

What the bid will fund:

- One part time Development Worker post to focus on achieving the six core functions of an accredited Volunteer Centre for Wiltshire, at the same time supporting the team to increase opportunities for volunteering and supporting organisations to attract volunteers.
- One half-time Development Worker post to develop an Employer Supported Volunteering scheme working with local employers to actively encourage and support staff to volunteer in their community. Promote opportunities and arrange local Community Challenge Events.
- Laptop computer with remote access; mobile phone; display boards; promotional materials; signage; accreditation fees

Outcomes to be delivered:

- Increased volunteering opportunities both formal and informal for potential volunteers
- Increased awareness of volunteering opportunities through promotion and marketing
- Knowledge of Employer Supported Volunteering scheme by local employers
- Successful Community Challenge Events

Beneficiaries:

- Voluntary Organisations who rely on volunteers to deliver their service
- Voluntary Organisations looking for Trustees
- Statutory organisations who use volunteers to enhance delivery of their service
- Community Areas undertaking community challenge and community projects
- Individuals who need help and support to access employment or return to work
- Young people seeking experience to get into employment
- Retired professional people wishing to ‘give something back’ to the community
- Mums returning to work and wishing to gain confidence
- Isolated and lonely people looking for social contact and a purpose in life
- Employers and staff

THE BOARD IS INVITED TO LEND ITS SUPPORT TO THIS BID AND RECOMMEND THAT THE PRG PANEL APPROVES THE WILTSHIRE VOLUNTEERS PROJECT

Ref number:



Performance Reward Grant Scheme

APPLICATION FORM

To be returned to:

Karen Spence, Performance Manager, Performance Team

Email: wiltshirelaa@wiltshire.gov.uk

Area Board	All Area Boards	
Form submitted by (contact for all queries)	Janice Fortune, Chief Executive Officer, DEVELOP Enhancing Community Support, 3-4 New Road, Chippenham, Wilts SN15 1EJ janice@developecs.org.uk 01249 654089	
Name of initiative	Volunteer Centre Wiltshire	
Brief Description of Initiative	<p>The new Wiltshire Infrastructure Support Service – ‘GROW’ <i>Enhancing Community Support</i> – is being delivered from 1st April 2010. This includes a countywide Volunteer Service for Wiltshire for the first time.</p> <p>This application, if approved, would both build on the basic service and develop an accredited volunteer centre for Wiltshire. At present the nearest accredited centre is in Swindon.</p> <p>The proposed service would offer the six core functions of a Volunteer Centre as prescribed by Volunteering England. The benefits to all community areas in Wiltshire will include better access to volunteering opportunities and support to individuals, Employer Volunteering scheme, specialised support, information and good practice services, access to draw down further funding via Volunteering England to support volunteering, and access to support and information as part of a national framework.</p> <p>This initiative is actively supported by the VCS Unit, Wiltshire Council.</p>	
Please put a cross against the ambition(s) that this initiative will support	Building resilient communities	✓
	Improving affordable housing	
	Lives not services	✓
	Supporting economic growth	✓
	Safer communities	✓
	Protecting the environment	✓
	Action for Wiltshire – combating the recession	
Amount of funding sought	£55,694	

<p>What will this money be spent on? (please show split between capital and revenue. For capital expenditure guidance – see Appendix 1 in the Bid Pack)</p>	<p>One part time Development Worker post to focus on achieving the six core functions of an accredited Volunteer Centre for Wiltshire, at the same time supporting the team to increase opportunities for volunteering and supporting organisations to attract volunteers.</p> <p>One half-time Development Worker post to develop an Employer Supported Volunteering scheme working with local employers to actively encourage and support staff to volunteer in their community. Promote opportunities and arrange local Community Challenge Events.</p> <p>Laptop computer with remote access; mobile phone; display boards; promotional materials; signage; accreditation fees</p>
<p>Please describe how your initiative will support the ambition(s) indicated above, and summarise the action that will be taken</p>	<p>Volunteering is a priority for Wiltshire. Without volunteers many services would not be so efficient or effective and the cost of providing services would be greatly increased.</p> <p>In Wiltshire, which is a large rural county, voluntary and statutory sectors both rely heavily on volunteer support. To enable this support to be effective organisations that use volunteers need to know that the support is of good quality. The six core functions are:</p> <ol style="list-style-type: none"> 1. Brokerage 2. Marketing volunteering 3. Good practice development 4. Developing volunteering opportunities 5. Policy response and campaigning 6. Strategic development of volunteering <p>Establishing a recognised accredited Volunteer Centre would provide increased benefits for both volunteers and organisations:</p> <p><u>For Volunteers</u></p> <ul style="list-style-type: none"> • Motivation • Increased skills • Increased likelihood of gaining paid work after their experience of volunteering • Personal development • Recognition of their contribution to the organisation and community <p><u>For the Organisation</u></p> <ul style="list-style-type: none"> • Volunteers who are more effective and skilled in their tasks

- Improved retention of volunteers
- Easier recruitment of volunteers
- Improved service/results of volunteer
- Access to potential Trustees – skills bank
- Increased access to volunteers
- Employers working to support community initiatives – employer volunteering

Building Resilient Communities

Target – increase the number of people becoming volunteers. Many local services are run by volunteers. Through working with communities, gaps in services, local issues and initiatives can be taken up by a small group of people that have an interest in their community. It is important to provide support to ensure best practice through strategic leadership. Wiltshire is encouraging ownership and engagement in communities to build social capital and this is usually created through empowering volunteers.

Highlighting and encouraging Employer Supported Volunteering will help identify and gaps in service and provide additional support working with local businesses.

Lives not services

Volunteering is a route to recovery for some people who have suffered from physical or mental health problems or a crisis in their lives and support and opportunities to volunteer can often make a positive contribution towards a better quality of life.

Volunteering for young people and in particular NEETS, builds confidence to achieve and move on in their lives to employment, getting a home of their own and maturing into adults that can contribute to their community.

Equally services being provided by voluntary organisations to support independent living need ongoing support to operate effectively, safely and efficiently. The Personalisation Agenda has a huge effect on how services are delivered and the role the voluntary sector plays in supporting and delivering these services. Comprehensive cohesive support for organisations is therefore vital. Both small and large voluntary and community groups providing services all need support, information and guidance to attract suitable volunteers.

Increased wellbeing for staff that are valued by employers and supported to undertake volunteering opportunities within their communities.

Supporting economic growth

Volunteering is the perfect platform for people to regain confidence in a redundancy situation and opens doors to permanent employment opportunities. Volunteering opportunities for young people to try taster sessions in a career they are interested in or gain experience to contribute to a CV to help them get a job.

Organisations benefit from help and advice from volunteering for professionals who have found themselves in a redundancy situation. The nature of charities welcomes experienced people to stand as Trustees and help organisations to operate in a more professional manner. Organisations are then able to actively contribute to economic growth bringing a wealth of experience through volunteers.

Employer volunteering can bring benefits for the business as well as voluntary organisations and those who they support. It brings employers closer to the communities in which they work. Raising the profile of volunteering and the employers supporting volunteering.

Safer Communities

Many small voluntary organisations supporting marginalised and disadvantaged people are run either solely by volunteers or depend heavily upon volunteers. These organisations' services contribute to reducing crime by providing safe environments for people who are homeless, have drug and alcohol misuse problems or suffer domestic violence.

Without support to recruit and retain volunteers many of these organisations would not be able to operate. These organisations contribute to education of offenders and help them to integrate back into the communities they may be excluded from due to their anti-social behaviour. Owing to the nature of the clients these organisations support it is imperative that volunteers are well trained, protected and supported.

Protecting the Environment

Environmental organisations are one of the biggest users of volunteers next to social care. Wiltshire Wildlife, Canal Trusts, Furniture Recycling organisations and projects, local transport and car sharing schemes, scrap stores all use a great number of volunteers.

With all aspects of volunteering, volunteering support and brokerage a properly funded, accredited Volunteer Centre would provide the hub and first point of contact for issues relating to volunteering and volunteer management.

What makes this initiative a local priority (eg evidence from research and local support)

2006 Communities and Local Government (CLG) white paper, Strong and Prosperous Communities includes a single set of 198 National Indicators. These indicators cover all the national priority outcomes which local authorities will be responsible for delivering. NI6 Participation in formal volunteering has been included as a government priority in the National Indicator set in recognition of: The importance of volunteering in empowering individuals, The importance of volunteering in contributing to strong communities and The importance of volunteering in adding value in the delivery of public services. A culture of volunteering will be an asset to each local authority.

The Autumn 2009 Place Survey shows that 29.9% of people volunteered between once a month and once a week.

The Resilient Communities Partnership's strategic aims for 2010 – 2013 has identified four priority areas for action which will help it to achieve its strategic aim of building a strong and vibrant voluntary and community sector. The first aim is to build a strong and vibrant voluntary and community sector. The voluntary and community sector has a key role to play in developing resilient communities. People's involvement in community or voluntary activities helps to create the strong supportive social networks. It is the existence of these networks, and the services the sector delivers, which create resilience.

Support for Volunteering has been identified as a priority area for action because it is recognised that a thriving voluntary and community sector depends on its ability to attract, recruit, train and retain committed volunteers.

'Beyond the Immediate' research carried out by a multi agency partnership led by Age Concern Wiltshire and 'A New Lease of Life' – Older People's Strategy for Wiltshire both identify volunteering as a key in the wellbeing of older people. With an ageing population the opportunity to volunteer contributes to keeping older people healthy and providing social contact and a sense of purpose.

Volunteering is high on Wiltshire's agenda as well as promoted by Government. DEVELOP has been running 'taster sessions' on behalf of the Council to encourage volunteering amongst Council staff. There are also three volunteering challenges planned for community engagement, commissioned by the Council.

The value of using volunteers is widely recognised and a Volunteer Centre for Wiltshire will address issues locally wherever located in the area. It will ensure a cohesive

	<p>professional accredited volunteering support service is available wherever organisations or people are situated in Wiltshire.</p> <p>The Volunteer Centre will be part of the new infrastructure service 'GROW'. It is important that we encourage good volunteer management through developing good practice amongst organisations involving volunteers. Volunteering goes hand in glove with infrastructure support services and one complements and supports the other. Many issues groups experience are volunteer related but cross into the governance, funding and general infrastructure support. Our service will ensure that volunteer support does not stand alone but is integrated as part of a holistic service.</p> <p>To acquire the volunteer quality accreditation will ensure the service provided across Wiltshire which means all Community Areas will receive the same quality support and information to help build vibrant resilient communities.</p> <p>The Employer Supported Volunteering scheme will ensure that volunteering receives a higher profile from employers, encouraging more people to volunteer and support local community initiatives.</p>
<p>How will you know you have been successful?</p>	<p>We are awarded The Volunteer Centre Quality Accreditation by Volunteering England and the official Volunteer Centre Wiltshire can be launched.</p> <p>Publicity for volunteering support will greatly increase and the VBase volunteer database will hold increased numbers of volunteering opportunities available across the whole of Wiltshire. These are regularly uploaded to the national site for volunteering www.do-it.org.uk</p> <p>People in Wiltshire have a greater awareness of how to access volunteering opportunities and organisations will know how and where to access support. Local employers actively encourage their staff to volunteer and support local community challenges.</p>
<ul style="list-style-type: none"> • How will you measure the impact? (may have more than one measure) 	<p>The Volunteer Centre Quality Accreditation is a quality framework for Volunteer Centres specifically addressing the delivery of six core functions of volunteering infrastructure at a local level:</p> <ol style="list-style-type: none"> 1. Brokerage 2. Marketing volunteering 3. Good practice development 4. Developing volunteering opportunities 5. Policy response and campaigning 6. Strategic development of volunteering

	<p>For each of these, a Volunteer Centre is asked to demonstrate that it has processes in place to deliver that function and to monitor the outcome of its delivery.</p> <p>A measurable impact will be an increase of 20% in volunteering opportunities available in Wiltshire on the national volunteering site and an increase of 50% in number of people interviewed and signposted to volunteering opportunities.</p>
<ul style="list-style-type: none"> • What is your improvement target (s), and when do you expect to achieve this/these? 	<p>By the end of Year One we will have</p> <ul style="list-style-type: none"> • Increased volunteering opportunities both formal and informal for potential volunteers • Increased awareness of volunteering opportunities through promotion and marketing • Knowledge of Employer Supported Volunteering scheme by local employers • Successful Community Challenge Events
<ul style="list-style-type: none"> • How will you ensure that the improvement continues after the end of the initiative? 	<p>The intense amount of work involved in acquiring the quality accreditation will provide a solid foundation for future development and the continuous improvement of a comprehensive volunteering service. Gaining the accreditation enables eligibility for opportunities arising to apply for external funding from other sources that relate to different strands of volunteering.</p> <p>Other sources of funding to complement the work of the Volunteer Centre and further development work will be sought.</p> <p>The Wiltshire Infrastructure support tender funding is secured until 2013 to provide a basic brokerage volunteering service, funding is likely to continue on an ongoing basis after that date.</p> <p>The awareness of Employer Supported Volunteering will encourage other employers to get involved. Community Challenge Events will be well publicised and promoted and experience of running events will continue to support future initiatives.</p> <p>The two workers will have produced Information Fact Sheets, Guide Packs and Tool Kits to support volunteering in the future. This support information will be available both in hard copy and downloadable from the website maintained by GROW.</p>
<p>Who will benefit from this initiative?</p>	<ul style="list-style-type: none"> • Everyone! • Voluntary Organisations who rely on volunteers to deliver their service • Voluntary Organisations looking for Trustees to run effectively and professionally

	<ul style="list-style-type: none"> • Statutory organisations who use volunteers to enhance delivery of their service • Community Areas undertaking community challenges, local community projects and addressing local needs • Individuals who need help and support to access employment or return to work • Young people seeking experience to get into employment • Retired professional people wishing to 'give something back' to the community • Mums returning to work and wishing to gain confidence • Isolated and lonely people looking for social contact and a purpose in life • Employers and staff
<p>Confirm no unfunded commitments from this initiative</p>	<p>Please delete the statement that does not apply:</p> <ol style="list-style-type: none"> 1. I confirm that there will be no unfunded financial commitments arising from this initiative.
<p>What are the key risks to success and how will these be managed?</p>	<p>The failure to meet the six quality standards for accreditation.</p> <p>It is unlikely this will occur if suitably experienced workers are appointed to oversee and undertake this project work and works as part of the 'GROW' team.</p> <p>Monitoring of individual work plans, supervisions and appraisals will ensure delivery of targets.</p> <p>Knowledge and experience of volunteering of both Chief Officers currently managing the team will enhance the development of the Volunteer Centre accreditation.</p> <p>Employers may find it difficult to participate in the Employers Supported Volunteering scheme due to the recession. We would work with employers to highlight the benefits to staff and the organisation and give them as much information and professional support as possible.</p> <p>Reporting to Trustees of 'GROW' on a regular basis.</p>
<p>Who will manage the initiative</p>	<p>'GROW' the new voluntary sector infrastructure service managed by DEVELOP/VAK Contact: Janice Fortune, Chief Executive Officer c/o DEVELOP, 3-4 New Road, Chippenham, Wiltshire SN15 1EJ Tel: 01249 65409 email: janice@developecs.org.uk</p>

Signed: *Mollie Groom*

Dated: *10th March 2010*

This application is supported by Cllr Molly Groom, Horseshoes, 32 Chestnut Springs, Lydiard Millicent, Wiltshire, SN5 3NA

WESTBURY AREA BOARD FORWARD PLAN

Item No.17

Please note that this is a working document which is subject to change due to availability of the relevant officers/partners and relevant time scales.

Date	Cabinet Member Attending	Location	Agenda Items
7 April 2011	TBC	The Paragon, Westbury	<p>Chairman's Announcements:</p> <p>Agenda Items:</p> <ul style="list-style-type: none"> • Westbury Landscape • Community Area Grants • Community Resilience – Town and Parish Council Emergency Planning • Workplace Transformation Programme

Chairman: Councillor David Jenkins (david.jenkins2@wiltshire.gov.uk)
 Community Area Manager: Sally Hendry (sally.hendry@wiltshire.gov.uk)
 Democratic Services Officer: Anna Thurman (anna.thurman@wiltshire.gov.uk)
 Service Director: Julia Cramp (julia.cramp@wiltshire.gov.uk)

Last Updated: 21 November 2010

