

MINUTES

Meeting: SALISBURY AREA BOARD
Place: Alamein Suite - City Hall, Malthouse Lane, Salisbury, SP2 7TU
Date: 6 July 2017
Start Time: 7.00 pm
Finish Time: 9.18 pm

Please direct any enquiries on these minutes to:

Lisa Moore (Democratic Services Officer), Tel: 01722 434560 or (e-mail) lisa.moore@wiltshire.gov.uk

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In Attendance:

Wiltshire Councillors

Cllr Mary Douglas (Chairman), Cllr Brian Dalton, Cllr Matthew Dean,
Cllr Sven Hocking, Cllr Atiqul Hoque, Cllr Ricky Rogers and Cllr John Walsh

Wiltshire Council Officers

Karen Linaker, Salisbury Community Engagement Manager
Lisa Moore, Democratic Services Officer

Town and Parish Councils

Salisbury City Council
Laverstock and Ford Parish Council – David Burton

Partners

Wiltshire Police – Inspector Pete Sparrow
Dorset & Wiltshire Fire and Rescue – Jason Moncrieff

Total in attendance: 21

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
20	<p><u>Welcome and Introductions</u></p> <p>The Chairman, Councillor Mary Douglas, welcomed everyone to the meeting of the Salisbury Area Board and invited the members of the Board to introduce themselves.</p> <p>A question was taken from the floor. Mr Williams asked whether the Board had received an apology from Cllr Wheeler, regarding a response letter he had written two years previously, in connection to the financial cuts to the Salisbury Art Centre?</p> <p><u>Answer:</u> The Cabinet Member for Arts and Tourism had since changed, it was no longer Cllr Wheeler. The Chair suggested discussing the matter after the meeting to take the query forward.</p> <p><i>Note: Mr Williams has now spoken to the current Cabinet Member for Arts, Cllr Clewer.</i></p>
21	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from:</p> <ul style="list-style-type: none"> • Cllr Derek Brown – Board Member
22	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on 24 May 2017 were agreed as a correct record and signed by the Chairman.</p>
23	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
24	<p><u>Chairman's Updates</u></p> <p>The Chairman drew attention to the information paper attached to the agenda for Housing allocations. The consultation for this would commence on 14 July.</p> <p>The Public Space Protection Order consultation was running and could be viewed by following the link: http://consult.wiltshire.gov.uk/portal/public_health_and_public_protection/salisbury_public_services_protection_order</p>

25	<p><u>Information items</u></p> <p>The Board noted the following written updates attached to the agenda:</p> <ul style="list-style-type: none"> • Clinical Commissioning Group (CCG) • Bobby Van Trust – Online Safety <p>The Chairman noted that the Issue of rough sleepers which had been reported on in the Journal, would be covered under item 10. By Cllr Hoque.</p>
26	<p><u>Local Youth Network (LYN) Funding</u></p> <p>The Board was asked to consider one application for Youth funding as detailed in the agenda.</p> <p><u>TNT Family Fitness</u> Exercise classes with families. Bonding children and adults under the banner of health and exercise.</p> <p>A debate then took place where the following points and questions were raise:</p> <ul style="list-style-type: none"> • Were the young people on the LYN representative of our community area, as there only appeared to be two young people currently? <u>Answer:</u> This would be looked at by the board out of the meeting to see whether this could be improved. • The applicants should be at the Board meeting if applying for funding, to put their case forward. • The number of LYN members had dropped, but this was always a problem with young people as they go off to university and such. • We need to bear in mind that the Board did not currently have a Youth Officer and the CEM was covering this work. • There had been a vacant post for more than 6 months. Winnie used to bring the young people here from the LYN. It was sad to see a decline, but this was linked to the loss of that dedicated officer. We need to ask when that post will be filled. • Pete Williams had been supporting the LYN since the inception, he was there as a mentor not as a member. Pete commented that he had always been very impressed at the level of discussion that they had. The applicants were given a hard time, and applications were scrutinised by the young people. <p>Cllr Dean noted that he was happy to look into the planned arrangements for a replacement youth officer and feedback. He would also address the recruitment of young people to the LYN.</p> <p>Action: Cllr Dean to feedback the arrangements for a replacement Youth Officer, and to work with the LYN on improving the youth membership.</p>

	<p>Karen Linaker noted that 2 young people had been referred as possible new recruits. She had been in contact with Winnie, who had provided some good advice.</p> <p><u>Decision</u> The Salisbury Area Board awarded £1,500 to the TNT Family Fitness Project.</p>
27	<p><u>Five Rivers Health & Wellbeing Centre - Shuttle Bus Pilot</u></p> <p>Karen Linaker gave an update on the outcome of the pilot project to run a shuttle bus service from the city centre to Five Rivers during 2016/17, and to consider whether or not the shuttle service should continue, as detailed in the attached report.</p> <p>The Chairman introduced Margaret Wilmott, who read the following statement on behalf of Pam Rouquett:</p> <p><i>I think Area Board councillors will already have seen Pam Rouquette’s paper, suggesting a change to the scheduled bus services such that Five Rivers is provided with a regular bus service via a stop on Ashley Road. This has various benefits when compared to the service originally looked at and ruled out, covered in para 3.4 of the Shuttle Bus report. The stop on Ashley Road would be within 400 yards of Five Rivers, and there is a pleasant flat traffic free route along the River Avon to reach the building.</i></p> <p><i>Green Travel options to Five Rivers have not been promoted or developed as they should have been. Although cycle parking stands have been increased from 38 to 64 the COGS group have been counting cycles parked there on weekday mornings, up to 4 times a month since 2012. Average bicycles parked there on a weekday morning was 6 in 2012, 7 in 2013 and 6 in 2015, 7 in 2016 after the opening of the extension. So there has been no measurable increase in cycling despite the increase in floor area and people based at Five Rivers. Given this is being called a ‘Health and Wellbeing Centre’ this seems a particularly poor outcome.</i></p> <p><i>There is no point dwelling on what is now water under the bridge. However the failure to develop and implement a proper Green Travel Plan when this development ticked all the criteria for such a plan suggests that far from leading by example in this area Wiltshire Council have lagged far behind. The aim to encourage a shift to active travel modes and public transport is stated in numerous Council policy documents – for example Local Transport Plan 3, the Salisbury Transport Strategy, the Salisbury Bus Quality Partnership agreement and the Air Quality Management Plan.</i></p> <p><i>This isn’t necessarily a matter of money, there needs to be collaborative working with others and some joined up thinking. Salisbury Reds for example would be</i></p>

willing partners in any scheme to increase bus patronage since their business depends on this.

There also needs to be a full evaluation of the money which might be available to develop bus services and bus infrastructure. The Salisbury Transport Study committed the Council to steps which would encourage walking, cycling and public transport use and money was allocated in the 2009/10 preferred option to help provide scheduled bus services. While funding is an issue, money has been collected from developments around Salisbury to put towards the STS – e.g. £846K is being paid in respect of the Erskine Barracks development. When I last asked about this in Nov 2015 £282K had already been paid, doubtless more has now been received – what is this being spent on? What could it be spent on?

I would like to ask the Area Board if they would consider the following:

- Working with WC Public Transport Unit and Salisbury Reds with some urgency to fully consider and cost all possible options for providing a scheduled bus service to serve Five Rivers*
- To establish how much S106 money, and other funding, is now available for the Salisbury Transport Strategy and whether some of this can be used to improve the bus services in the city as per the commitments in the original strategy. (I am aware this may form part of the long-promised but much delayed 'Salisbury Transport Strategy refresh, however it would seem relevant for the Area Board to establish what funding is currently available as soon as possible).*

It seems apparent that a community transport service is unlikely to be cost-effective in terms of getting people to Five Rivers when they want to go, and I feel resources should instead be directed towards getting a proper scheduled bus service established.

The Chairman noted that it was a good idea that the Board asked questions about funds available and how they were to be used.

It was recognised that the community bus service was not viable in its current form. Whether it was appropriate for the Board to be fulfilling planning conditions with the limited funds it had available was questionable.

It was suggested that a period of 3 months grace be given to the ceasing of the service.

Questions:

- Cllr Dean - 4 years ago, when Bourne Hill was being repopulated with the restructure, Wiltshire Council produced Green travel plans for the occupants. If you want smarter travel choices, you must publish these plans to make people aware that they exist.

The Board should discuss the developers contributions, to improve the transparency of what was going on. Cllr Dean agreed to take those points away and ask those questions from Margaret.

- It is highly unlikely that the Board or Wiltshire Council would want to pay for a bus service. But it would be useful to have a dialog with Salisbury Reds as to what was available.
- We do not know what the impact of withdrawing the service would be on the current users. The service should be funded for a further 2 or 3 months to allow information to be gathered, before making a decision.
- The Campus was a project of the council corporately and not of the Board, so funding the planning conditions should lie with the council.
- The only funds available for this would be from the Health & Wellbeing budget, could we have some indication of what would be required to continue for 2 months?
- Karen Linaker - I do not think the current service had become a pattern that would be missed. With regards to how much would it cost, Wessex Community Action were currently running the service for us. Approximately no more than £500 for 2 months.
- The Campus was not a Board application; it was Wiltshire Council. Who would fund the shuttle if we stopped? Any review would look at what could be cut and not what could be added. It was bad that the Board was having to look at this.
- The HWB budget only had £4,200 for the rest of the year. The proposal could be put to the members who may decide they did not support the funding.

Karen noted that the CEM had delegated powers to allocate funding in-between meetings. She would liaise with the HWB to ascertain whether there was support for this.

Decision

The Salisbury Area Board agreed to allocate up to £500 from the HWB budget to continue the service for a further 2 months, with the conditions

- **That the HWB Group be invited to consider the proposal for funding and be invited to make a recommendation. The CEM in consultation with the Chairman will then finalise the funding decision under delegate powers.**
- **Respond to the future bus service consultation to ask Salisbury Reds to consider providing a bus service to/from the Campus.**

	<p>Action: Cllr Dean will take forward the questions relating to developer contributions.</p>
28	<p><u>Health & Wellbeing Update and Funding</u></p> <p>Cllr Walsh introduced the report attached to the agenda. The Board noted the update and the outcome of discussions at the last two Health and Wellbeing Group (HWG) meetings, as detailed in the attachments.</p> <p>After Considering the HWG recommendations, the Board ratified the decision for funding, held over from the last meeting on 24 May 2017, and considered new applications for funding.</p> <p>Final decisions from applications considered on 24 May 2017:</p> <p><u>Decision</u> The application from Avon & Wilts Mental Health Partnership Trust for the football training for clients with first episode psychosis was refused.</p> <p><u>Reason</u> <i>The HWG felt that such costs should be catered for by AWP.</i></p> <p><u>Decision</u> The application from the Salisbury Literacy Festival was refused.</p> <p><u>Reason</u> <i>The HWG felt that the event would not directly facilitate the HWG priorities.</i></p> <p><u>Decision</u> Salisbury Dementia Action Alliance - Launch Event was awarded £350</p> <p><u>Decision</u> Wiltshire Music Centre – the Celebrating Age project was awarded £1,500.</p> <p>Decisions on new applications</p> <p><u>Decision</u> Safer Salisbury Group – The Men’s Shed Project was awarded £500.</p> <p><u>Decision</u> Fisherton House, Older People’s Champion – The Older People’s Gynaecological Cancer Support Group project was awarded £300.</p>
29	<p><u>Partner and Community Updates</u></p> <p>The Board noted the written updates attached to the agenda and received The following verbal updates from representatives:</p> <p><u>Salisbury City Council (SCC), Cllr Matt Dean</u></p>

- The Council was due to produce its annual report. Which would focus on business delivery.
- Cllr Dean had produced a more strategic plan for the next 4 years, this would be presented at the next Full Council meeting
- The contractors awarded the grounds maintenance contract had received their first tranche of payment. SCC was broadly satisfied with the work carried out.
- A Play-day event in Churchill gardens was planned, as well as other events such as Street food Sundays.
- The increased litter in the city caused by retail outlets, was actively being looked at. A litter action plan would be produced.

Laverstock and Ford Parish Council – David Burton

- The Old Sarum play park at Norman Drive which is modelled on the Old Sarum Ancient Monument during the Norman Period had been completed on time and to budget.
- A second play park at Old Sarum by the Community Centre was now under construction, it was a much larger project and aimed at all ages, particularly teenagers. The central play park included a play tower, trampoline, 30 metre zipwire, rope swing, easy access nest swing, natural play elements (boulders, grassy banks and stilt course) and an interactive gamenetic feature. There is also a solar powered DJ mixing desk, a multi-use games area for teens and trim trail to encourage intergenerational play.
- We have successfully negotiated, with help from Wiltshire Council planning 13 new play parks at Riverdown Park, Old Sarum and Longhedge to be built in next 2 years.
- We are engaging with Wiltshire Council over the 6 play parks they own and manage in our Parish over the lack of maintenance leading to closure of three of them.
- Negotiations with Barratts and Wiltshire Council Planning over The Country park at Riverdown Park were now progressing well.
- Project work was taking place with the older community, delivered by Laverstock Memory group and the Circle Dancing CIC.
- Work with Parish Planning (either a Neighbourhood plan or a Parish Plan review) was progressing and we intend to liaise with neighbouring Parishes including Salisbury City Council as work on this front gathers momentum.

Questions:

- Who was leading the work on Parish Plan? Answer: Parish Councillors leading this work are David Burton, Hilary Davidson and Dick Buttigieg.
- Have you a doctors at Old Sarum? Answer: There is a GP surgery in the parish at Bishopdown Farm. We are putting pressure on the developers to include one at Old Sarum/Longhedge also.
- Had there been any progress with linkage between Longhedge and Old

Sarum? Answer: The Parish is lobbying Persimmon Homes to hand land to us so we can sort this issue and get facilities put on this greenspace (play park etc).

Crime and Community Safety Group – Cllr Atiqul Hogue

The second meeting was held yesterday with partners from around the city, where the issues of street drinking were discussed.

Police – Inspector Pete Sparrow

In addition to the written report circulated at the meeting, Pete made the following updates:

- Over the last year the Community Policing model had been implemented. A key measurement of that came from response times. By reducing demand, they had managed to reduce response times to immediate action response.
- The co-location with council officers at Bourne Hill had been a positive step forward, as having the different services in one building was very beneficial.
- Figures showed that over a 10-month period, from July to April, there had been a rise in crime of 7.8% in the City Centre. CCTV several elements. It helped with investigations, and acted as a deterrent with some types of crime. Across the county there had been a rise in crime of 8.9% and nationally it was 11.2%. So despite having no CCTV, Salisbury had seen less of a rise than had been found nationally. The system would be tuned on in the next few weeks.
- The 2 main areas to focus on resources, were the need to recruit for PCs and PCSOs and special constables and the control strategy, which was the way we prioritise the areas we should be focusing on.
- Street drinking was being tackled by multi agency collaboration.

Questions:

- In Bishopdown there was an issue with people parking their vehicles on the pavements. Sometimes blocking the view for residents manoeuvring their own vehicles and causing a danger. Answer: The Chairman asked that this matter be taken up with the local Cllr Derek Brown.

Dorset & Wiltshire Fire & Rescue Service (DWFRS) – Jason Moncrieff

Since the last meeting there had been the tragedy at Grenfell Tower in London.

Jason noted that a building with 6 floors and above was considered to be a high-rise building, however DWFRS worked to 5 floors and above as an added

precaution. As far as Salisbury was concerned there were only a couple of buildings of that height which were being looked at.

There were no hospitals in Salisbury or Wiltshire which were at risk.

Questions:

- What were the timescales to check the buildings in Salisbury? Answer: The Station Manager, Mike Bagnall would be handling this. Jason agreed to find out and feed back to the CEM.

Note: Further information provided after the meeting

Within Salisbury, 7 premises had been identified as high-rise residential. These had received an initial visit from the Technical Fire Safety team. They had all been assessed as 'low risk' as they did not have cladding and were not over 8 floors high. A full re-inspection of each premises was being programmed in conjunction with the management company. If visits could be accommodated quickly then it was estimated that all premises would be fully re-inspected in 3 weeks.

- Mr Duller who lived in a 3 storey block of flats noted his concerns over the window size, as he would not be able to squeeze through if needed. He added that in his block, the fire doors were often propped open with a brick to allow air flow y other residents. He asked if this could be stopped by the police and the fire service? Answer: Jason recommend that he register for a Safe and Well visit, where someone would come out to give bespoke advice for that flat. Communal areas were subject to the regulatory reform order. Jason offered to liaise with Mr Duller after the meeting.

a) Salisbury BID – Steve Godwin

The BID was an organisation funded by the businesses in the city centre. In July, figures showed that for 6 consistent months the levels of footfall had increased, despite issues of safety and disasters around the world.

The BID carried out a lot of work to establish where visitors were coming from and the areas that they did not come from. Working with retailers and businesses to promote the city was ongoing. Working with the 200 independent businesses around the city.

Some of the recognised issues facing the city included that of street drinking, and the lack of CCTV. With ongoing partnership working these areas of work were coming together nicely. The businesses seemed happier that they were being listened to.

Visitors were coming in from Basingstoke, Southampton and Reading. One of the initiatives for the summer was to have some large Stonehenge furniture appearing around the city during the holidays, to bring Stonehenge to Salisbury

city.

The BID had produced a shopping bag for promotional purposes, which they presented to the Chairman.

The Chairman noted that further information on Rough Sleepers has been circulated.

Community Engagement Manager – Karen Linaker

Karen explained that the Council was proposing to deliver a legacy to mark the centenary of the end of the first world war, which ended on 11 November 1918.

Local communities were invited to plant 10,000 trees across the county, with each tree representing a soldier that lost their life.

Some suggested options for planting included:

- An area/areas in your local community
- A memorial wood in Wiltshire
- A combination of a wood and local planting

The Woodland trust was supporting this project, working alongside Wiltshire Council. The aim was to plant the trees in November 2018. These projects would need planning and aimed to bring the community together.

Karen would be working with the community to form a proposal for Salisbury. This may be in the form of a combination, one large wood or something smaller locally.

Liaising with Salisbury City Council, and other partners, to move this initiative forward. Riverdown park had street names named after fallen soldiers and Green Trees school had also been quite open to projects such as this.

There would be commemorative community events around the tree planting.

Questions and comments included:

- Cllr Dean noted that the SCC main commemorative activity would be crochet and knitted poppies, led by Cllr Caroline Corbin. SCC has an in-house watering facility, and would support this initiative by watering the trees.
- Laverstock & Ford parish council was also keen to be involved with this project and would contact Karen after the meeting.
- The Post Office Riffles was the oldest badge you can find. The Old Sarum flying started up before the wars, we should preserve it.

- Is there an allocated space or are you open to ideas? Answer: We would be consulting with key partners and the public.

Dementia Action Alliance

Karen was at the launch on 17 June in the playhouse, the mayor spoke of his personal experience of caring for a parent with dementia. The steering group would meet towards the end of July. Looking to see how we get around to more businesses and locations to convince them to become dementia aware. The Cathedral were leading the way. Hoping to have discussions with the hospital. This work was ongoing, but had started very well.

30

Street and Bus Stop Signage in the Salisbury Community Area

Cllr Brian Dalton drew attention to the paper circulated at the meeting, and noted that seven years ago he had brought the issue that old black road signs were being replaced with a cheaper alternative, to the Boards attention. He felt that the replacement signs were not appropriate for a medieval city.

He had been in contact with Officers at the council who had advised that the council no longer replaced street name plates.

Questions and comments included:

- Cllr Dean agreed that the signage was important. He had been active over the years in trying to improve the signage around the city. He had instigated the repainting of the fingerposts and had the totems erected around the city. He added that for non-legal signs it must be accepted that Wiltshire Council (WC) did not have the funds to replace them. The exception to this was the replacement to street name plates. He felt that it was not acceptable for WC to say that they would not be replaced. There had to be some discretionary funds for this.
- Cllr Walsh had been out to repaint road signs in his division, and had spent 18 months talking to a senior officer to have a sign put up in Gramshaw Road, as he felt that it should be replaced by the Council as part of the statutory requirements, from the government legislation.
- Cllr Hocking shared the frustration, however he suggested that the Board should first quantify the problem by asking the councillors to go around their wards and identify all of the name plates and bus signs that either needed work, were missing, or broken. This data should then be collated to see the accurate picture of what was required, and then cost that work. This evidence could then be brought back to the Board for discussion on how to move forward.
- Cllr Dalton would be happy to support that approach, however he noted

	<p>that it was WC responsibility, as stated in the Legislation he read out.</p> <p><i>Street naming and numbering is a statutory Council function. The relevant powers for local authorities are contained in Sections 64 and 65 of the Towns Improvement Clauses Act 1847, and Sections 17, 18 and 19 of the Public Health Act of 1925.</i></p> <p><i>Both of these acts are still in force even though they were enacted many, years ago. These Acts require the local authority to prepare street naming and numbering schemes and to maintain a good standard of street nameplates. Both are essential for the efficient functioning of postal and emergency services as well as for the convenience and safety of the general public. Paragraph 19 (1) of the Public Health Act of 1925 specifically states that:</i></p> <p style="padding-left: 40px;"><i>"19.-(1) The urban authority shall cause the name every street to be painted, or otherwise marked, in a conspicuous position on any house, building or erection, in or near the street, and shall from time to time alter or renew such inscription of the name of any street, if and when the name of the street is altered or the inscription becomes illegible"</i></p> <ul style="list-style-type: none"> • Once the Board had compiled the list of works for Salisbury, they would meet with Highways Officers to discuss the way forward. <p><u>Decision</u> The Salisbury Area Board agreed:</p> <ol style="list-style-type: none"> 1. that each ward Member would compile a list of works for their area. 2. The CEM would schedule a meeting with Highways Officers and Cllrs to discuss the way forward.
31	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Board noted the report of the last CATG meeting held on 20 June 2017, and considered the recommendations for funding, as detailed in the report attached to the agenda.</p> <p><u>Decision</u> The Salisbury Area Board approved the CATG funding recommendations as set out in the report.</p>
32	<p><u>Community Area Grants</u></p> <p>The Board considered three applications for funding from the Community Area Grant Scheme for 2017/18, as detailed in the agenda.</p> <p>Applicants present were invited to speak in support of their projects.</p> <p>Following discussion, the Board voted on the applications in turn.</p>

	<p><u>Decision</u> The Salisbury Area Board awarded £2,000 towards the hearing loop project at Harnham Memorial Hall.</p> <p><i>Reason</i> <i>The application met the Community Area Grant Criteria for 2017/18.</i></p> <p>Cllr Walsh proposed the motion to award £5,000 to the Exeter House project. This was seconded by Cllr Rogers.</p> <p>The motion was not carried.</p> <p>Cllr Dean then proposed the motion to award £2,500 to the project, this was seconded by Cllr Hocking.</p> <p><u>Decision</u> The Salisbury Area Board awarded £2,500 towards the accessible hygiene area at Exeter House.</p> <p><i>Reason</i> <i>The application met the Community Area Grant Criteria for 2017/18</i></p> <p><u>Decision</u> The Salisbury Area Board awarded £1,000 towards the Salisbury Literary Festival.</p> <p><i>Reason</i> <i>The application met the Community Area Grant Criteria for 2017/18</i></p>
33	<p><u>Close</u></p> <p>The Chairman thanked everyone for attending and closed the meeting.</p> <p>The next meeting of the Salisbury Area Board would be held on Thursday 14 September 2017, 7.00pm at City Hall.</p>

Salisbury Area Board – 6th July 2017

Service Advice Note in regard to Agenda Item 11 “Street & Bus Stop Signage”

Highway Service Statement

Wiltshire Council in its provision of signage is complying with its Highway Inspection Manual (please find attached).

Street name plates and bus signage is not detailed within this document. The council will consider requests for these types of signage against other priorities. Due to the nature of the highway service, safety and statutory time limited works are given priority. The council is unable to give a commitment to the timely delivery of bus and street name plate signage.

Proposal

For discussion at the board meeting

1. Wiltshire Council to note the area board’s concerns about the commitment to non-Inspection Manual signage replacement and current delivery.
2. The area board formally request Wiltshire Council to consider additional funding for the provision of street name plate and bus shelter signage across the county from the next financial year. Or
3. The local councils consider funding the replacement of non-Highway Inspection Manual signage where they feel appropriate, in-line with the criteria available and approval of the Highway Service.

Passenger Transport Service Statement

Cllr Dalton’s specific issues are being revisited and a response will be issued as soon as possible.

In regard to other local bus stop signage concerns (missing ones, faulty ones etc) – each should be referred to the Passenger Transport Unit for assessment and response.

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