

AGENDA

Meeting: South West Wiltshire Area Board
Place: Dinton Village Hall, Bratch Lane, Dinton, SP3 5EB
Date: Wednesday 29 June 2022
Time: 6.30 pm

Including the Parishes of: Alvediston, Ansty, Barford St Martin, Berwick St John, Berwick St Leonard, Bishopstone, Bowerchalke, Broadchalke, Burcombe Without, Chicklade, Chilmark, Compton Chamberlayne, Dinton, Donhead St Andrew, Donhead St Mary, East Knoyle, Ebbesborne Wake, Fonthill Bishop, Fonthill Gifford, Fovant, Hindon, Kilmington, Mere, Netherhampton, Quidhampton, Sedgehill and Semley, Steeple Langford, Stourton with Gasper, Stratford Tony, Sutton Mandeville, Swallowcliffe, Teffont, Tisbury, Tollard Royal, West Knoyle, West Tisbury, Wilton, Wylde and Zeals.

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.

Please direct any enquiries on this Agenda to Matt Hitch (Democratic Services Officer), direct line 01225 718059 or email matthew.hitch@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 Bridget Wayman, Nadder Valley
Cllr Nabil Najjar, Fovant & Chalke Valley
Cllr Pauline Church, Wilton
Cllr Nick Errington, Tisbury
Cllr George Jeans, Mere

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Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

	Time
<p>1 Election of Chairman</p> <p>To elect a Chairman for the forthcoming year.</p>	6.30pm
<p>2 Election of Vice-Chairman</p> <p>To elect a Vice-Chairman for the forthcoming year.</p>	
<p>3 Welcome and Introductions</p> <p>To welcome those present to the meeting.</p>	
<p>4 Apologies for Absence</p> <p>To receive any apologies for absence.</p>	
<p>5 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>6 Minutes (<i>Pages 1 - 20</i>)</p> <p>To confirm as a correct record and sign the minutes of the previous meeting held on Wednesday 16 March 2022.</p>	
<p>7 Chairman's Announcements (<i>Pages 21 - 28</i>)</p> <p>To receive announcements through the Chairman including:</p> <ul style="list-style-type: none"> • The recruitment of Hackney Carriage drivers. • Fuel Programme Update – grant applications closing 20 June. • Positive Conduct Campaign – Webinar Featuring Jackie Weaver, 7 July 	6:40pm
<p>8 Partner and Community Updates (<i>Pages 29 - 54</i>)</p> <p>To receive any verbal updates from Partners and Community Groups present, including:</p> <ul style="list-style-type: none"> • <i>Youth – LYN</i> • <i>Police – Neighbourhood Teams</i> • <i>Fire & Rescue</i> • <i>Parish Councils</i> • <i>Healthwatch Wiltshire</i> 	6.45pm

	<ul style="list-style-type: none"> • <i>Health and Wellbeing Group</i> 	
9	<p>Area Board Changes (<i>Pages 55 - 56</i>)</p> <p>To receive a presentation from the Community Engagement Manager about updates to Area Board Arrangements.</p>	7.05pm
10	<p>Community Area Work Plan and Priorities (<i>Pages 57 - 64</i>)</p> <p>To review the progress made towards Area Board's priorities and to agree priorities for the forthcoming year. Lead members will be appointed to each of the Area Board's key priority areas.</p>	7.20pm
11	<p>Appointments to Outside Bodies and Working Groups (<i>Pages 65 - 80</i>)</p> <p>To make appointments to the outside bodies and working groups as detailed in the attached report and appendices. The Area Board will also approve the terms of reference of its working groups.</p>	7.30pm
12	<p>Our Wilton Project</p> <p>To find out about the project providing affordable housing to military veterans. Further information is available here.</p>	7.35pm
13	<p>Energy Efficiency in Privately Rented Homes in South West Wiltshire: Opportunities to Identify and Enforce on Properties with Poor Energy Efficiency (<i>Pages 81 - 90</i>)</p> <p>To note a report from Housing Officers.</p>	7.40pm
14	<p>Nadder Centre</p> <p>To receive an update from the Nadder Centre Steering Group.</p>	7:55pm
15	<p>Community Safety Group</p> <p>To receive an update about the Area Board's Community Safety Group meeting held on 8 June 2022.</p>	8.00pm
16	<p>Local Highway and Footway Improvement Group (<i>Pages 91 - 110</i>)</p> <p>To note the actions and recommendations as set out in the report from the inaugural meeting held on 8 June 2022, as detailed in the attached papers. A summary of the items requiring a funding decision are:</p> <ul style="list-style-type: none"> • 4b - £13,885.50 • 5n - £13,685 • 6d - £1,875 	8:05pm

- 6f - £937.50
- 6g - £1,237.50
- 6h - £1,342.50
- 6i - £2,086.50

17 **Area Board Funding** (Pages 111 - 122)

8:10pm

The Area Board is asked to consider the funding applications as set out in the attached report and summarised below:

CA = Community Area

O&V = Older and Vulnerable Adults

YG = Youth Grant

Code	Type	Applicant	Project	Total Cost	Request
ABG615	CA	Alabare Christian Care and Support	Barford Development Centre pottery equipment	£916.04	£500
ABG703	CA	Steeple Langford Allotments	Allotment improvements	£500	£500
ABG667	O&V	Salisbury Methodist Church	Community Hub for Ukraine	£2,875	£960
ABG710	YG	Salisbury Methodist Church	Month long summer school for Ukrainian teenage refugees	£25,855	£4,995
ABG705	O&V	Silver Salisbury Group	Wilton and surrounding villages Silver Sunday programme 2022	£1,400	£700
ABG708	O&V	La Folia	Voices in the landscape	£32,000	£2,500
ABG707	YG	La Folia	Voices in the landscape	£32,000	£2,500

18 **Close**

8.30pm

The next meeting of the Area Board will be on Wednesday 14

September, at 6.30pm.

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MINUTES

Meeting: South West Wiltshire Area Board
Place: Room 2, Wilton Community Centre, West Street, Wilton, SP2 0DG
Date: 16 March 2022
Start Time: 6.30 pm
Finish Time: 9.05 pm

Please direct any enquiries on these minutes to:

Matt Hitch (Democratic Services Officer), (Tel): 01225 718059 or (e-mail) matthew.hitch@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Bridget Wayman (Chairman), Cllr Nabil Najjar (Vice-Chairman), Cllr Nick Errington and Cllr George Jeans

Wiltshire Council Officers

Karen Linaker (Community Engagement Manager)
Lucinda Murray (Family and Community Business Support Officer)
Dominic Argar (Assistant Multimedia Officer)
Laura Young (Residential Development Manager)
Matt Hitch (Democratic Services Officer)

Total in attendance: 26

<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Introductions</u></p> <p>The Chairman, Cllr Bridget Wayman, welcomed attendees to the Area Board. She noted that it was nice to see people in person after holding meetings online since the start of the pandemic. Members then introduced themselves.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Cllr Pauline Church • Police and Crime Commissioner Philip Wilkinson, OBE, MPhil • Inspector Tina Osborn (Salisbury Community Police Team) • Jaki Farrell (Seeds4Success)
3	<p><u>Declarations of Interest</u></p> <p>Cllr George Jeans noted that his wife was a leader at 1st Mere Brownies, so he would not vote or participate in the discussion on their grant application.</p>
4	<p><u>Minutes</u></p> <p>The minutes of the previous meeting were agreed a correct record and signed by the Chairman.</p> <p>Decision</p> <p>To approve the minutes of the meeting on 15 December 2021 as a true and correct record.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman informed the Area Board that the Ask Angela campaign had been relaunched. The scheme helped to protect people in hospitality venues when they were with someone that was making them feel uncomfortable. If a person was feeling unsafe, they would be able to approach a member of staff so that they could assist them to a place of safety.</p> <p>The Area Board were then provided with information about the celebrations to mark the Queen's Platinum Jubilee. Attendees were reminded that if they were planning events involving road closures, then they should contact Wiltshire Council's Traffic Orders and Highways teams. The Chairman explained that every county in the United Kingdom was being encouraged to light 70 beacons, at 9:15pm on 2 June, one for every year of the Queen's reign. She also drew attention to the Queen's Green Canopy campaign encouraging people to 'plant a tree for the jubilee'. She advised that Cranbourne Chase Area of Outstanding</p>

	<p>Natural Beauty would be well placed to advise on what type of trees it was suitable to plant in certain locations.</p> <p>The Chairman also encouraged local groups and organisations to take part in the Great British Spring Clean, held between 25 March and 10 April. She noted that litter picking equipment had been distributed to local town and parish councils in order to help groups wanting to host a clean-up event.</p>
6	<p><u>Police and Crime Commissioner (PCC) Update</u></p> <p>The Chairman informed that Area Board that unfortunately the Police and Crime Commissioner was not able to attend the meeting. However, his crime plan had been published and was available to view online.</p>
7	<p><u>Partner and Community Updates</u></p> <p>Written updates were available in the agenda pack from the following partners:</p> <ul style="list-style-type: none"> • Warminster Community Police Team • Salisbury Community Police Team (Agenda Supplement 1) • BaNES, Swindon and Wiltshire Clinical Commissioning Group • Healthwatch Wiltshire • South West Wiltshire Health and Wellbeing Group <p>Verbal updates were also provided by the following partners:</p> <p><u>Warminster Community Police Team (CPT)</u></p> <p>Inspector Al Lumley reported that there had been a personnel change within the team, as Sgt Kev Harmsworth had been promoted to a different role and replaced by Sgt Oakley. The inspector noted that Sgt Oakley hoped to attend a future Area Board.</p> <p>It was explained that crime rates had risen slightly over the past year in the Warminster CPT area, including a spike in reports of hate crimes and bilkings (the theft of fuel). However, the inspector reassured the Area Board that the increase was primarily due to repeat offenders in Warminster rather than additional offences in the Area Board's area. Crime figures in the Wiltshire also remained relatively low when compared to the national average. The inspector also took the opportunity to praise work across the emergency services to minimise the disruption caused by Storm Eunice.</p> <p>It was noted that an in-house analysis tool had been developed to collect data from community speedwatch teams across the county, allowing the police to focus on the most prolific areas of speeding. A location to target would be identified within the team's area at their fortnightly tasking meeting. In response to a question from the Chairman of Fovant Parish Council, the inspector confirmed that villages were included in the data. Data was provided by speedwatch teams, but it was the intention of the Police and Crime</p>

	<p>Commissioner that information from speed indicator devices and metro cameras would also ultimately be included. The Area Board Chairman noted that Cllr John Derryman had been appointed as a volunteer coordinator to improve communication about speeding data within the county.</p> <p>Cllr George Jeans thanked the police for apprehending a suspect in relation to the recent break in at Mere Post Office.</p> <p><u>Health and Wellbeing Group</u></p> <p>Cllr Nick Errington provided an update about the discussions held at the Health and Wellbeing Group's meeting held on 17 February. He reported that conversations had been held about how to promote the work of the link team of volunteer drivers. The Make a Friend, be a Friend project had also been talked about and was planned to be launched in April. Other items raised at the meeting included Carer Support Wiltshire starting a hotline and plans for a silent disco to be held at the Nadder Centre.</p> <p>A working group had met on 3 March to help identify where support could be targeted to best help people living with dementia. Community Engagement Manager (CEM) Karen Linaker stated that they had been working with the Salisbury Dementia Group, as well as the Chief Executive of Alzheimer's Support, to share ideas. She also noted that a follow up meeting was planned. The CEM then spoke about the transition plans being put in place as the Housing Related Support Service was withdrawn at the end of March.</p> <p><u>Youth Update</u></p> <p>The CEM explained that the Area Board was working with Jaki Farrell from Seeds4 Success to organise a wellness and wellbeing event on 3 April at the Nadder Centre. The event would be a treat for young people, as activities on offer would include an assault course and zorb football.</p>
8	<p><u>Family and Community Learning Service</u></p> <p>Lucinda Murray from the Family and Community Learning Service explained that they helped to upskill adults, often those who lacked formal qualifications or had previously had a negative experience in the education system. The aim of the team was to grow a lifelong love of learning and to help adults discover new opportunities that they felt might not have been available to them. She stated that the team worked closely with the Department for Work and Pensions to improve financial literacy as well as to promote careers in the care sector.</p> <p>Although focusing on adults, the team also worked closely with schools in order to assist parents in delivering online learning to their children during the Covid-19 lockdowns. The team had worked with Wilton and Barford CE Primary School and had visited Mere Primary earlier on that day.</p>

	<p>Members thanked the officer for the update and asked for further information about the work that had taken place with Mere Primary School. The officer explained that a team member had met with the English coordinator at the school and would talk to parents about the support that they would like to see on offer. She also praised the headteacher at Wilton and Barford CE Primary School for helping to direct parents towards their online courses.</p> <p>In response to a question about whether the team would work in other areas within the Area Board, the officer stated that they worked wherever they were wanted in Wiltshire. She explained that most of their courses were delivered online but face to face opportunities were also available, subject to a minimum of six learners per course.</p>
9	<p><u>Affordable Housing in South West Wiltshire</u></p> <p>Laura Young, Residential Development Manager from Wiltshire Council's Estate and Development Team, provided an update about the development of affordable, sheltered and community led housing in the Area Broad. The manager explained that Wiltshire Council owned a large amount of housing stock in the south of the county and was looking to increase the stock through social rent and shared ownership schemes. As well as building new properties the council were planning to buy back former social houses that had been sold through the right to buy scheme. The team were also supporting the building of houses in rural areas by working closely with parish councils. The relatively recent completion of schemes in East Knoyle and Mere were given as examples of where additional social housing had been delivered.</p> <p>The manager explained that a review of sheltered housing was underway to address the relatively poor energy efficiency of existing of existing properties and to ensure that they were suitable for modern living. Plans for improvement consisted of refurbishing property that was in a suitable location and seeking to build new development to replace stock that was not in a suitable location for residents. It was noted that conversations had taken place with residents at Lynch Close in Mere and Clays Orchard in Fovant to find out what residents liked about their accommodation and what they felt could be improved. The manager was keen to stress that proposals for a new sheltered scheme in Mere were detached from its review of existing sheltered housing.</p> <p>An update was provided on the progress made towards the community led housing projects in Broad Chalke and Tisbury. The manager reported that White Horse Housing Association had been chosen as the designated provider for the six new houses being built in Broad Chalke and that the process of submitting planning was now underway. It was explained that Nadder Community Land Trust had acquired land from the council in Tisbury. It had been agreed with Stone Circle Development Company that six properties could be purchased for social housing use on the development and that they would also be run through White Horse Housing Association.</p>

	<p>During the discussion the following points were made:</p> <ul style="list-style-type: none"> • Members thanked the manager for the update. • It was noted that a number of affordable housing units had been delivered through private developments, with a total of 38 units delivered between April 2016 and March 2021. • The manager explained that it was beneficial for community projects to share their experiences to help project in other areas. • In response to a question about how many affordable units would be delivered at the Beaumont Business Centre development in Mere, it was explained that there were planned to be 21 units, but this was subject to review to ensure the viability of the project. • The manager confirmed that Wiltshire Council’s ambition to deliver an extra 1000 affordable homes across the county over the next decade was a net target. • When asked about whether the standards of new sheltered accommodation would be the same as delivered in the new Evergreen Court development in Amesbury, the manager confirmed that all new developments would meet that standard. • In response to concerns about affordable housing units being purchased at a reduced rate and then sold on at full market price, the manager reported that the Section 106 agreements contained a mechanism to prevent re-sale at full market rates within certain timescales. She also confirmed that the right to buy scheme remained in place. • The Chairman of Fovant Parish Council stated that they would welcome further engagement on the Clays Orchard sheltered housing scheme.
10	<p><u>Community Safety Group</u></p> <p>The Chairman informed the Area Board that the notes from the community safety meeting were available between pages 47 and 48 of the agenda pack.</p>
11	<p><u>Broadband Update</u></p> <p>The CEM explained that broadband provision was a key Area Board priority and that they had been working closely with the online programme board. During a well-attended meeting with Wessex Internet, organised by the Area Board, plans had been discussed with parish representatives. The Area Board was working with 17 parishes in the area, with strong progress made in a number of areas, including Donhead St Andrews and Bishopstone.</p> <p>Cllr George Jeans reported that Kilmington were planning on using a voucher scheme but raised concerns about whether Wiltshire Council’s involvement in the scheme would mean that they were not eligible. The Vice-Chairman, Cllr Nabil Najjar, noted that Wiltshire Council’s Economic Development team were keen to promote broadband access and further investigations would be made.</p>
12	<p><u>Mere Electric Car Club</u></p>

	<p>The CEM provided an update about the progress made towards setting up an electric car club in Mere in partnership with Co Cars. She explained that there was an opportunity to set up an eco-friendly project in partnership with the town council. Cllr Jeans noted that it was planned to allocate parking spaces in Salisbury Street carpark, next to the substation. The Area Board were then asked to confirm their decision to allocated £10,000 of the money that they had earmarked in March 2021 towards the setting up of a new car club in Mere.</p> <p>Decision</p> <ol style="list-style-type: none"> 1. To confirm allocation of £10,000 for this project, subject to confirming the finer detail of the Grant Agreement with Co Cars. 2. To note that work is ongoing with Co Cars and Mere Town Council to decide how, when and where the Car Club will start up. 3. To note that a two percent engagement rate was achieved in Co Cars survey with Mere residents asking if they would like a car club, demonstrating sufficient support to proceed. <p><u>Reason</u></p> <p><u>To confirm £10,000 of the grant funding allocated by the Area Board in March 2021 to the electric car club project.</u></p>
13	<p><u>Nadder Centre</u></p> <p>Cllr Nick Errington referred the Area Board to the summary of the latest meeting of the Nadder Centre Steering Group, located in Agenda Supplement 1. He reported that the centre’s manager was producing a business plan, which included longer opening hours. Efforts were being made to increase the membership of the centre to restore it towards pre-pandemic levels. He explained that the CEM was working closely with the centre’s manager to expand the level of children’s services on offer, particularly with St John’s CE Primary School. In order more children’s day activities to be delivered, the centre was reviewing whether to apply for Ofsted registration. Discussions were also underway about whether it was feasible to reopen the centre’s café.</p>
14	<p><u>Community Area Work Plan and Priorities</u></p> <p>The CEM explained that the Area Board had identified a total of 26 focus areas and were prioritising six at any time. She then went on to provide further information about some of the work undertaken towards the current top six priorities, as well as the activities taking place within the Area Board.</p> <ul style="list-style-type: none"> • In order to improve connectivity in rural areas work was being done to promote the link scheme, a scheme offering lifts to people with limited access to transport. • An online event had been held to help to promote youth employment. • The Make a Friend Be a Friend project was due to be rolled out in April in

	<p>conjunction with Carer Support Wiltshire. Volunteers would take people along to participate in activities. The project would help to offer support to individuals working on schemes, such as the Men’s Shed.</p> <ul style="list-style-type: none"> • The Area Board was looking at ways that it could better support vulnerable individuals by working with local organisations such as Mere Food Bank. • A youth engagement event was planned to be held on 3 April to help to provide activities for 13- to 19-year-olds. • The Area Board was hosting an eco-villages event, as well as running a Health and Wellbeing event in partnership with Cranbourne Chase. • Celebrating Age events were also being run to provide music concerts, heritage and nature-based activities for older people. <p>In response to questions raised about what parish councils could do to help Ukrainian refugees, it was reported that there was a refugee team working at Wiltshire Council and that ideas from parish councils were welcomed. Wiltshire Council had set up a dedicated email address in order for interested parties to get in touch refugees@wiltshire.gov.uk. The Chairman of Fovant Parish Council welcomed the information and encouraged the parishes within the Area Board to share ideas. The CEM explained that resettlement would involve contact with multiple agencies and that she could coordinate offers of help if required.</p>
15	<p><u>Community Area Transport Group (CATG) Update</u></p> <p>Decision</p> <p>To approve the recommendations as set out in the report:</p> <ul style="list-style-type: none"> • 4D - £1,500 - Tisbury Traffic Regulation Order – 20mph speed limit extension. • 6A - £1,875 – Ansty – 20mph speed limit assessment. • 6B - £1,595.25 – Barford St Martin - NAL retention sockets.
16	<p><u>Area Board Funding</u></p> <p>The Area Board considered the funding applications as detailed in the reports pack. Applicants were invited to speak in support of their projects and to answer any questions that arose.</p> <p><u>Health and Wellbeing Funding</u></p> <div style="border: 1px solid black; padding: 5px;"> <p><u>Area Board Initiative of £745 towards an older persons’ event at Langford Lakes</u></p> <p>Decision</p> <p>To award the Health and Wellbeing Group £745 towards an older persons’ event at Langford Lakes.</p> <p><u>Reason</u></p> </div>

The application met funding criteria for 2021/22

Mere Platinum Jubilee Committee requesting £500 towards a churchyard tea party

Decision

To award Mere Platinum Jubilee Committee £500 towards a churchyard tea party.

Reason

The application met funding criteria for 2021/22

Wilton Jubilations requesting £500 towards Jubilee events

Gary Nunn from Wilton Jubilations spoke in favour of their application explaining that they were planning four days of activities for people of all ages. Celebrations would include a tea party and a large coronation chicken lunch.

Decision

To award Wilton Jubilations £500 towards their jubilee events.

Reason

The application met funding criteria for 2021/22

Tisbury Parish Council requesting £500 towards a Memories of our Queen lunch

Decision

To award Tisbury Parish Council £500 towards their Memories of our Queen lunch.

Reason

The application met funding criteria for 2021/22

Compton Chamberlayne PCC requesting £500 towards Compton Chamberlayne Summer Concert

Sara spoke in favour of their application stating that the event would provide quality music to 90 people in a beautiful location. She explained that £4,000 plus gift aid had already been raised. The concert also aimed to give away some tickets to individuals who would otherwise struggle to afford to attend.

Decision

To award Compton Chamberlayne PCC £500 towards the Compton Chamberlane Summer Concert.

Reason

The application met funding criteria for 2021/22

Community Area Grants

Berwick St John Parish Council requesting £1,770 towards a speed indicator device

Representatives from Berwick St John Parish Council explained that a survey had revealed that there was a local speeding issue. They also noted that the parish council intended to make a 50 percent contribution towards the cost of the project.

Decision

To award Berwick St John Parish Council £1,770 towards a speed indicator device.

Reason

The application met funding criteria for 2021/22

Barford St Martin Community Fund requesting £5,000 towards a new playground

Morag from Barford St Martin Community Fund spoke in favour of their application, explaining that parents currently had to drive their children to a playground due to the lack of facilities in the village. She stressed that the new playground would provide a secure environment for children and that play was important for their social development. £28,000 had already been raised towards the cost of the project and they were in the process of applying for charitable status.

Decision

To approve £5,000 to Barford St Martin Community Fund towards their new playground.

Reason

The application met funding criteria for 2021/22

Barford St Martin Parish Council requesting £1,500 towards a speed indicator device

A representative from Barford St Martin Parish Council spoke in favour of their application, explaining that the speed indicator device would enable them to download data and provide information for the police.

The Chairman noted that Barford St Martin was one of the sites proposed for speed indicator device trials prior to the pandemic.

Decision

To award Barford St Martin Parish Council £1,500 towards a speed indicator device.

Reason

The application met funding criteria for 2021/22

Fovant Parish Council requesting £565 towards Fovant footpath 16 improvements

A representative from Fovant parish Council spoke in favour of their application, noting that the footpath presented safety issues and had a broken stile.

Decision

To award Fovant Parish Council £565 towards Fovant footpath 16 improvements.

Reason

The application met funding criteria for 2021/22

Chalke Valley Sports Centre requesting £5,000 towards their multi use games area floodlight replacement project

Chris from Chalke Valley Sports Centre explained that they were a voluntary managed facility. He informed that Area Board that the current flood lights were 20 years old and were costly to run. It was noted that an application for funding had been submitted to Sport England and the parish council had agreed to contribute £2,500.

Decision

To award Chalke Valley Sports Centre £5,000 towards their multi use games area floodlight replacement project

Reason

The application met funding criteria for 2021/22

Tisbury Bowls and Croquet Club requesting £5,000 towards replacement toilets and changing rooms

David from Tisbury Bowls and Croquet Club spoke in favour of their application. He explained that the bowls club had originally been founded around 40 years ago but had recently merged with the croquet club. Their existing porter cabin, where the toilets and changing rooms were located, was in disrepair and the floor of the ladies was collapsing. A replacement cabin was projected to cost around £17,000 and the club was trying to raise funding from a number of different organisations.

Decision

To award Tisbury Bowls and Croquet Club £5,000 towards replacement toilets and changing rooms.

Reason

The application met funding criteria for 2021/22

Area Board Initiative for £7,000 towards a new fitted soft play room at the Nadder Centre

At the start of the grant discussion members noted that there would be a £903 overspend in the capital budget if all of the community area grant applications were awarded in full. They felt that priority should be given to the other projects and decided to deduct the overspend from the £7,000 initiative if all of the other grants were awarded in full. If there were still remaining funds in addition to the £6,097, up to £7,000, then they would also be awarded to the soft play room initiative. After all the other community grants had been decided there were £6,097 remaining and members voted to approve the funding.

Decision

To award £6,097 towards a new fitted soft play area at the Nadder Centre.

Reason

The decision met grant funding criteria for 2021/22. Although over £5,000 was awarded this was felt to be an exceptional case as it was in line with the Area Board's priority of supporting youth activities.

Youth Grants

Area Board Initiative of £2,500 towards Local Youth Network Events

The CEM noted that the funding had been allocated in 2019/2020 and now needed to be confirmed.

Decision

To award £2,500 towards the Local Youth Network events fund.

Reason

The application met funding criteria for 2021/22

Seeds4 Success Requesting £5,000 towards their leisure credit scheme

Decision

To award Seeds4Success £5,000 towards their leisure credits scheme

Reason

The application met funding criteria for 2021/22

1st Mere Brownies and Guides requesting £112.50 towards skills builders, sixes and seconders badges

Cllr Jeans noted that he had declared an interest that his wife was a leader at the 1st Mere Brownies and Guides, so he did not participate in the discussion or vote on the grant application.

Decision

To award 1st Mere Brownies and Guides £112.50 towards badges.

Reason

The application met funding criteria for 2021/22

	<p>The Area Board also voted to note the following grants awarded via delegated authority of the CEM since the previous meeting:</p> <p><u>Decision</u></p> <p>To note the awarding of a £5,000 Community Area Grant to Seeds4Success towards a replacement minibus.</p> <p><u>Decision</u></p> <p>To note the awarding of an additional £450 Community Area Grant to Sutton Mandeville Parish Council towards pedestrian gates.</p>
17	<p><u>Close</u></p> <p>The date of the next ordinary meeting of South West Wiltshire Area Board was confirmed as Wednesday 29 June 2022, at 6:30pm.</p>

DORSET & WILTSHIRE FIRE & RESCUE SERVICE

WILTSHIRE AREA BOARD REPORT

Community Safety Plan

DWFRS Community Safety Plan can be found on the DWFRS website;
<http://www.dwfire.org.uk/community-safety-plan/>

Prevention

We are committed to making a real difference to the lives of people in Dorset and Wiltshire. Our aim is to reduce the level of risk and harm to our communities from fire, targeting those most at risk. We do this primarily through our Safe and Well visits.

A Safe and Well visit is **FREE** and normally lasts about one hour covering topics such as:

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support the occupier may need

Are you or anyone you know:-

- Over the age of 65?
- Need a smoke detector?
- Have a long-term health condition?
- Suffer from poor hearing or sight loss?
- Would you struggle to escape in the event of a fire?

If you can answer yes to more than one of these questions, then please call us on 0800 038 2323 or visit <https://www.dwfire.org.uk/safety/safe-and-well-visits/>

Protection

On-going interaction by Protection Team members with Local Authorities, Private landlords and tenants regarding fire safety-related matters: external cladding systems; fire detection and warning systems; fire resisting doors (& self-closers); combustibility/fire resistance of construction materials; commercial and residential sprinklers systems and water-mist suppression systems

General Enquiries

If you have a general fire safety enquiry regarding commercial property, please email fire.safety@dwfire.org.uk and the Fire Safety Team will respond in office hours.

Fire Safety Complaint

If you wish to tell us about fire safety risks in commercial premises, such as locked or blocked fire exits, you have three options:

- You can email the fire safety department at enforcement@dwfire.org.uk
- Call 01722 69 1717 during office hours (9am-5pm).
- Call our Service Control Centre on 0306 799 0019 out of office hours (5pm-9am)

On Call Recruitment

Have you always wondered if you could join the fire service, but haven't had the opportunity to find out more? Have you found yourself seeking your next challenge, keen to give back to the local community or wanting to learn new skills including leadership and teamwork? Then becoming an on-call firefighter is for you.

As a paid position, on-call firefighters commit anywhere between 40 to 120 hours per week, during which time they must be able to respond to the station immediately.

Many have 'normal' jobs during the day, then upon their return home make themselves available overnight or during the weekends. Some of our crew respond from their workplaces during the day, and we are very grateful to their employers for releasing them to perform their vital duties.

Anyone over 18 years old can apply (although you can also apply once you are 17½) you must be able to respond and attend the fire station within 5-8 minutes, you have a good standard of physical fitness (i.e. you are generally active), and you must have the right to work in the UK.

Further information on becoming an On Call Firefighter can be found at www.dwfire.org.uk/working-for-us/on-call-firefighters/ or should you have any questions, you can call **01722 691444**.

Recent News & Events

In the event of a fire – get out, stay out, call 99

Dorset & Wiltshire Fire and Rescue Service is reminding people to make sure they know what to do should they have a fire at home.

The most important thing to remember is Get Out, Stay Out, Call 999 – even dashing upstairs to get your phone, or looking for your keys, could leave you trapped by smoke and flames.

The Service's website www.dwfire.org.uk/safety-at-home offers advice on planning the following:

- Knowing what information will be needed when you call 999.
- Identifying escape routes and ensuring that they are always clear of any obstructions.
- Making sure everyone in the home knows the escape plan, and also where door or window keys may be kept.
- Fitting smoke alarms on every level of the home and testing them regularly.
- Keeping internal doors closed to limit the potential spread of fire.
- Having a bedtime routine to ensure that the property is as safe as it can be – for example, electrical items switched off and candles extinguished.

There's also lots of story-telling, fun activities and videos for children to learn about fire safety on the website under Education – www.dwfire.org.uk/education

If you have any fire safety concerns, you can request a free Safe & Well visit, where someone will visit you to help assess the fire risk in your home and offer support and guidance. Call free on 0800 038 2323 or apply online at www.dwfire.org.uk/safe-and-well-visits

Occupants saved from fire by working smoke alarms



A fire that destroyed a semi-detached house in Heytesbury, near Warminster, started accidentally.

The fire is believed to have been caused by a fault in the oil-fired boiler, located in the ground floor kitchen of the house.

Group Manager Wayne Jones said: “Although the property was destroyed, the occupants were alerted to the fire by their smoke alarm, which almost certainly saved their lives.”

Information about smoke alarms can be found at www.dwfire.org.uk/smoke-alarms

Fire safety guidance



Please visit our website for guidance on Fire Safety:-

<https://www.dwfire.org.uk/business-fire-safety/fire-safety-guidance/>

This section provides links to the many guidance documents and pieces of legislation that underpin fire safety:

- [Fire safety guides](#)
- [Risk assessment guidance](#)
- [Routine maintenance](#)
- [Open air events](#)
- [Licensing and events](#)
- [Waste and recycling sites](#)
- [Asbestos](#)
- [Information boxes](#)

In July 2021, an [addendum was published to the Fire Safety Act](#), which clarifies the parts of a premises that apply under the [Fire Safety Order \(FSO\)](#).

On-call firefighters



On-call firefighters are paid professionals, who do the same work as their wholetime colleagues. Unlike wholetime firefighters, they are not based at the fire station but have other jobs and commitments, responding to emergencies only when their alerter goes off.

On-call firefighters are usually contracted for between 40 and 120 hours of cover per week, but this can vary. Between them, each fire station team will provide cover for weekdays, evenings, nights and weekends.

Please visit:- <https://www.dwfire.org.uk/working-for-us/on-call-firefighters/> to find out more information and to watch videos introducing you to some on-call firefighters as well as a promotional BBC report.

Total Fire Calls for Tisbury Fire Station for period January to March

Category	Total Incidents
No. of False Alarms	6
No. of Fires	4
No. of Road Traffic Collisions and other Emergencies	9
Total	

Total Fire Calls for: Mere Fire Station for period January to March

Category	Total Incidents
No. of False Alarms	4
No. of Fires	2
No. of Road Traffic Collisions and other Emergencies	4
Total	

Total Fire Calls for: Westbury Fire Station for period January to March

Category	Total Incidents
No. of False Alarms	15
No. of Fires	12
No. of Road Traffic Collisions and other Emergencies	8
Total	

Total Fire Calls for Warminster Fire Station for period January to March

Category	Total Incidents
No. of False Alarms	28
No. of Fires	9
No. of Road Traffic Collisions and other Emergencies	14
Total	

Local Incidents of Note

No Incidents of note

Wiltshire Council



NEWS RELEASE

8 April 2022

For immediate release

Wiltshire Council is encouraging people to become a taxi driver in Wiltshire

Taxis are an essential part of our transport network providing a valuable service to the local community and in Wiltshire there is a shortage of taxi drivers.

Not only are taxi drivers needed by the community, but Wiltshire Council also needs reliable drivers to fulfil its growing number of SEND (Special Educational Needs and Disabilities) school and social care contracts. These contracts offer regular work and hours. They also help and support some of the most vulnerable people in Wiltshire.

Cllr Dr Mark McClelland, Cabinet Member for Transport said: “The council is committed to delivering contracts across our services which deliver the best value for money. Wiltshire needs a workforce with the right skills to prosper and more taxi drivers would help the council deliver our commitment to ensure young people get the best start in life.

“Being a taxi driver is a flexible job and they can either work for a taxi company or be their own boss, deciding when and where they want to work. Local taxi firms currently have lots of vacancies and we are carrying out a recruitment campaign on behalf of the taxi trade across the county.

“It’s easy to become a licensed taxi driver and once people have become a licensed driver, we hope that they will bid for one of the growing number of SEND school transport and social care contracts that we have available. There are plenty of opportunities and plenty of work available.”

Wiltshire Council has lots of contracts available which start at around £30 a day for short routes, increasing to £250+ a day for longer routes. Drivers are free to combine these contracts with rank work.

To become a taxi driver takes around six weeks and costs around £400. To be licensed people need to provide proof and undertake these simple checks:

- Proof of Identity

- Driving Licence held
- Enhanced DBS (Disclosure and Barring Service) check on previous convictions and whether disbarred from working with children
- Right to Work in the UK
- Medical (if applicable)
- Undertake on-line Safeguarding Training
- Take a guidelines test
- Knowledge test (if applying for a hackney carriage licence)

Find out more about becoming a taxi driver, how to licence a vehicle as a taxi, private hire or hackney carriage vehicle, and for an application pack visit www.wiltshire.gov.uk/licences-permits-transport

To find out about our SEND school transport and social care contracts and how to bid for one email Wiltshire Council's Passenger Transport Unit at Passengertransport@wiltshire.gov.uk

**Become a taxi
driver in Wiltshire**

WORK FOR A TAXI COMPANY

OR BE YOUR OWN BOSS

SET YOUR OWN HOURS

HELP YOUR LOCAL

COMMUNITY



Find out more at wiltshire.gov.uk/licences-permits-transport

Wiltshire Council


Area Board Briefing Note – Positive Conduct equals Positive Democracy

Service:	Legal and Governance
Date prepared:	15 June
Further enquiries to:	Perry Holmes
Direct contact:	<i>committee@wiltshire.gov.uk</i>

Join us to launch our Positive Conduct campaign at our webinar – Positive Conduct equals Positive Democracy – on 7 July, 5pm – featuring Jackie Weaver

We'd like to invite you to a special webinar on 7 July at 5pm.

Launching our Positive Conduct campaign, our webinar 'Positive Conduct equals Positive Democracy' begins our mission to help Wiltshire be the leading county on promoting positive conduct and democracy and build on the good work already happening here.

At the webinar we will reflect on how we can best embody and promote standards in public life and when running council meetings. We will also be inviting town and parish councillors and clerks to attend.

We are delighted that we will be joined by 'Ambassador for Compassion in Politics', Jackie Weaver, for a question and answer session.

We will also be joined by the Leader of Wiltshire Council, Cllr Richard Clewer, our Cabinet member for Governance, Cllr Ashley O'Neill and the Chair of Standards Committee, Cllr Paul Oatway, and representatives from the Wiltshire Association of Local Councils and Society of Local Council Clerks.

We want to support councillors and clerks as much as possible in what are challenging roles, which will ultimately be to the benefit of residents throughout the areas you serve.

An MS Teams diary invite will be sent to you shortly. Simply click the Microsoft Team link in your MS Teams diary invite at 5pm on 7 July to join the session.

If you are planning on attending please can you ensure you email committee@wiltshire.gov.uk just so we can keep track on how many people to expect – thank you.

We look forward to seeing you there.



POSITIVE CONDUCT equals POSITIVE DEMOCRACY **webinar**

Join us on 7 July at 5pm

Be part of our mission to help Wiltshire be the leading county on promoting positive conduct and democracy.

Get useful hints and tips on embodying and promoting standards in public life and running positive local council meetings.

Q&A with 'Ambassador for Compassion in Politics' – Jackie Weaver.

For further details contact committee@wiltshire.gov.uk



Featuring Jackie Weaver

Wiltshire Council

Salisbury CPT South West Area Board Update



Agenda Item 8

June 2022

Page 29



Your CPT - Salisbury

Inspector: Tina Osborn

Neighbourhood Sergeant: Sgt Caroline Ralph / Sgt Lisa Lovatt

Central – which covers City Centre, The Friary & Southampton Road

PC Nicola Clark

PCSO Amelia Hudson

PCSO Rupinder Kaur

PCSO Marie Kitt

West – which covers Bemerton Heath, St Paul's & Churchfields

PC Rachel Gunn

PCSO Val Brown

East – which covers Castle Road, Bishopdown, Alderbury, Laverstock & Old Sarum

PC Rachel Gunn / PC Pete Jung

PCSO Jenny Moss

PCSO John Taylor

PCSO Geanina-Mariana Tablet

South – which covers Harnham, Wilton (Town and Rural), Downton & Redlynch

PC Mark Douglas

PCSO Jonathan Rose

PCSO Simon Ward

PCSO Matt Murray

Performance – 12 months to April 2022

Force

- Wiltshire Police recorded crime reports a YoY increase of 11.9% in the 12 months to April 2022 and continues to have one of the lowest crime rates in the country per 1,000 population. The 11.9% increase is attributed to a return to pre covid volumes and an extended Summer high experienced as restrictions were removed.
- Our service delivery remains consistently good.
- In April 2022, we received:
 - 8,468 '999' calls, which we answered within 9 seconds on average;
 - 10,272 '101' calls, which we answered within 10 seconds on average;
 - 11,017 CRIB calls, which we answered within 1 minute and 42 seconds on average.
- In April 2022, we also attended 1,596 emergency incidents within 9 minutes and 35 seconds on average.

Crime Type	Crime Volume	% of Crime
Totals	41,849	100.0
Violence without injury	7,368	17.6
Violence with injury	6,270	15.0
Criminal damage	5,206	12.5
Stalking and harassment	4,140	9.9
Public order offences	4,006	9.6
Other crime type	14,860	35.5

Salisbury CPT

Crime Type	Crime Volume	% of Crime
Totals	5,361	100.0
Violence without injury	808	15.1
Criminal damage	790	14.7
Violence with injury	714	13.3
Public order offences	488	9.1
Stalking and harassment	443	8.3
Other crime type	2,118	39.5

Stop and Search information for Salisbury CPT

During the 12 months leading to March 2022, 137 stop and searches were conducted in the Salisbury area of which 68.8% related to a search for controlled drugs.

During 69.3% of these searches, no object was found. In 30.7% of cases, an object was found. Of these cases 74.5% resulted in a no further action disposal; 25.5% resulted in police action being taken; 8% resulted in an arrest.

Of the stop and search subjects who defined their ethnicity:

- White – 117 stop and searches.
- Black or Black British – 4 stop and searches
- Asian or Asian British – 3 stop and searches

Performance – Hate Crime overview

Force

Hate Crime volumes report as within normal bounds, however show some signs of unease within its trend.

Summer highs have been slightly more extended which has resulted in year-on-year increases (126 crimes, +16.2%), largely within Sexual Orientation and Racial crimes, however Transgender also reporting an increase (+14 crimes, +73.7%).

This extended summer high is reflective of the trend seen within overall crime volumes, but is now showing signs of returning to the norm.

The Force is monitoring any signs of activity with detail that suggests hate directed towards the following activities; those of Russian origin, those of Muslim faith following increased visibility surrounding Ramadan, pro-Palestinian protest activity across the UK relating to Israel and Gaza conflicts.

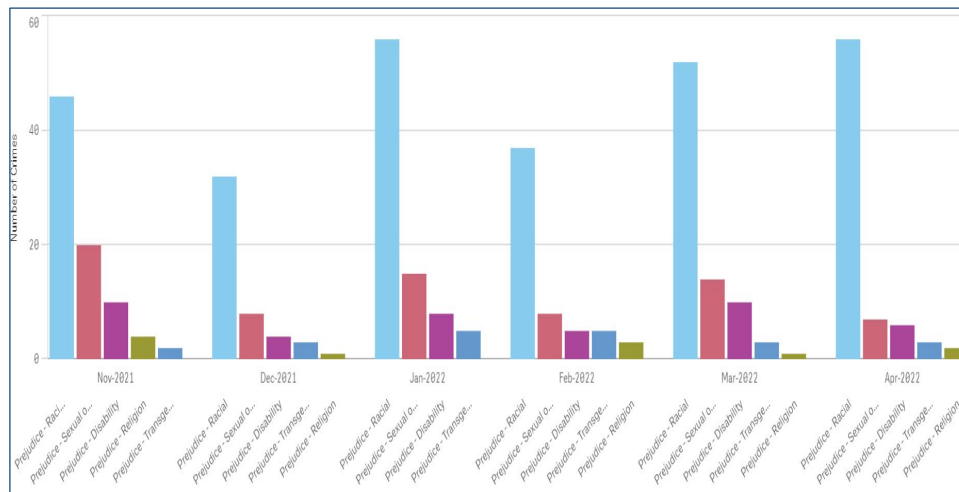
The Hate Crime Silver Scrutiny Panel are looking to create a hate crime video to raise awareness of Hate Crime and how to report it, including details surrounding how the Criminal Justice System responds to it.

Salisbury CPT

	Number of Crimes	Change (number)	Change (%)
Total	125	46	58.2%
Prejudice – Racial	76	29	61.7%
Prejudice – Sexual orientation	23	-1	-4.2%
Prejudice - Disability	11	9	450.0%
Prejudice - Religion	4	-1	-20.0%
Prejudice - Transgender	11	10	1000.0%

Year on year comparison May 2021 to April 2022 (note: an individual crime can be tagged with more than one prejudice type e.g. sexual orientation & transgender)

Force Hate Crime (6 months to April 2022)



Local Priorities & Updates

Priority	Update
Non Dwelling Burglaries	We have seen an increase in non-dwelling burglaries across the area, whereby garages, outhouses and sheds have been targeted. Items stolen include power tools, bikes and garden machinery. High visibility patrols are being undertaken in known hot spot areas. Rural areas are being most affected. A number of bike marking consultations have been carried out by the team and further sessions are planned in the coming weeks. We are continuing to work with our cross border forces in identifying possible suspects
ASB involving off road motorbikes	Following several reports of off road motorbikes being ridden across fields and byways, officers are engaging with landowners to report incidents as they are happening in order to identify and appropriately deal with those involved. This is being supported by our specialist traffic officers carrying out targeted patrols in known areas.
Closure Orders & protecting vulnerable persons	We are continuing to work in partnership with Wiltshire Council to identify properties responsible for localised ASB and secure Closure Orders for these properties. We have one address in the Wilton area at present with a Closure Notice and this is being regularly checked and enforced action is being taken where necessary. Closure Orders are powerful tools that we can use to address ASB originating from an address or location and are particularly useful in dealing with ASB associated to drug use and drug dealing.
Community Speed Watch	Officers from the neighbourhood and response teams have continued to support our CSW colleagues where possible out in the community.

Useful links

For more information on Wiltshire Police's performance please visit:

- PCC's Website - <https://www.wiltshire-pcc.gov.uk/>
- HMICFRS Website - <https://www.justiceinspectorates.gov.uk/hmicfrs/police-forces/wiltshire/>
- Police.uk - <https://www.police.uk/pu/your-area/wiltshire-police/>
- For information on what crimes and incidents have been reported in the Salisbury Community Policing Team area, visit <https://www.police.uk/pu/your-area/wiltshire-police/salisbury/> to view a crime and incident map and find links to more detailed data

Get Involved

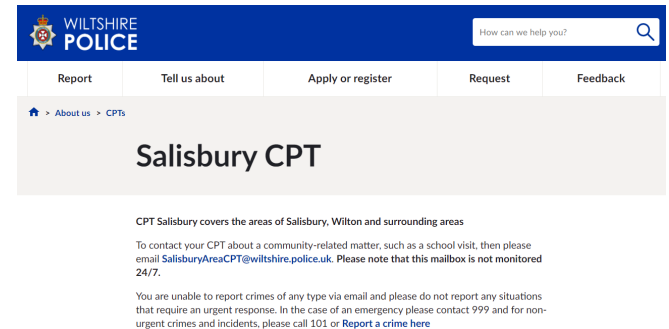
Keep up to date with the latest news and alerts in your area by signing up to our **Community Messaging service** – www.wiltsmessaging.co.uk

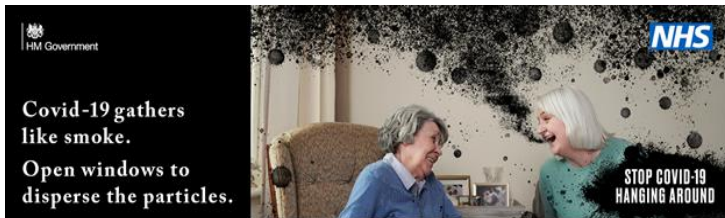


Follow your CPT on social media

- [Salisbury Police Facebook](#)
- [Salisbury Police Twitter](#)

Find out more information on your CPT area at: www.wiltshire.police.uk and here www.wiltshire-pcc.gov.uk





**DORSET & WILTSHIRE
FIRE AND RESCUE**

DORSET & WILTSHIRE FIRE & RESCUE SERVICE

WILTSHIRE AREA BOARD REPORT

Community Safety Plan

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Prevention

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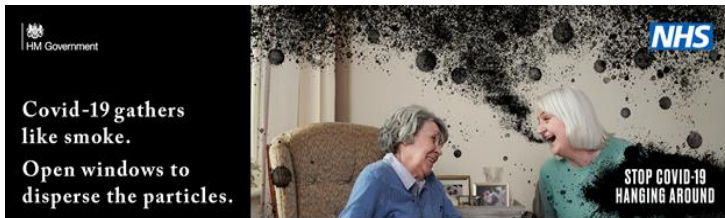
- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support the occupier may need

Are you or anyone you know:-

- Over the age of 65?
- Need a smoke detector?
- Have a long-term health condition?
- Suffer from poor hearing or sight loss?
- Would you struggle to escape in the event of a fire?

If you can answer yes to more than one of these questions, then please call us on

0800 038 2323 or visit <https://www.dwfire.org.uk/safety/safe-and-well-visits/>



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On-going interaction by Protection Team members with Local Authorities, Private landlords and tenants regarding fire safety-related matters: external cladding systems; fire detection and warning systems; fire resisting doors (& self-closers); combustibility/fire resistance of construction materials; commercial and residential sprinklers systems and water-mist suppression systems

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On Call Recruitment

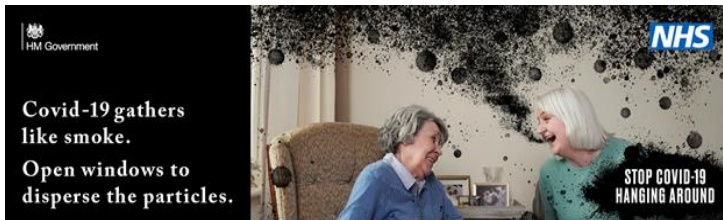
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As a paid position, on-call firefighters commit anywhere between 40 to 120 hours per week, during which time they must be able to respond to the station immediately.

Many have 'normal' jobs during the day, then upon their return home make themselves available overnight or during the weekends. Some of our crew respond from their workplaces during the day, and we are very grateful to their employers for releasing them to perform their vital duties.

Anyone over 18 years old can apply (although you can also apply once you are 17½) you must be able to respond and attend the fire station within 5-8 minutes, you have a good standard of physical fitness (i.e. you are generally active), and you must have the right to work in the UK.

Further information on becoming an On Call Firefighter can be found at www.dwfire.org.uk/working-for-us/on-call-firefighters/ or should you have any questions, you can call **01722 691444**.



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Recent News & Events

First national Biker Down safety campaign held

The National Fire Chiefs Council (NFCC) held its first national Biker Down safety campaign between 11-17 April.

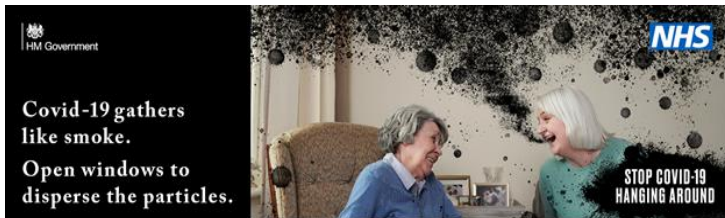
Biker Down is a free three-hour course that provides practical and potentially lifesaving advice, and the sessions are suitable for riders of all experience levels.

The course gives riders an awareness of what to do if they are involved with or see an injured motorcyclist, and how to reduce their own risk of being in a collision.

The national campaign also highlighted the importance of motorcycle maintenance and the wearing of legal and protective riding gear, especially since the trade in counterfeit and fake gear has grown in recent years.



More information can be found at www.dwfire.org.uk/biker-down



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Bonfires and garden safety



Bonfires are very common in the summer, but they can get out of control very easily. If you want to burn off garden waste, here's some safety advice:

- Site any bonfire well away from buildings, fences, trees and garden structures.
- Have a garden hose to hand in case the fire starts to get out of control.
- Don't light a bonfire on a windy day, as it could flare up more than you expect.
- Be courteous to your neighbours – if you're planning a substantial bonfire, let them know, and stay with it at all times to ensure that it remains safe.
- If you're intending to have a large bonfire, use our **on-line form** – we often receive emergency calls from people who can see lots of smoke, and it helps us to know where this could be a controlled burn.
- Never use flammable liquids such as petrol or paraffin to start a bonfire.

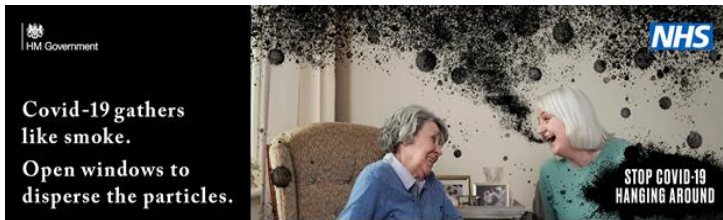
If you have concerns about the environmental impacts of bonfires, such as smoke, you will need to contact your local council.

For further information regarding bonfire and garden safety please visit - <https://www.dwfire.org.uk/safety/safety-outdoors/bonfires-and-garden-safety/>

UK fire services rally to support colleagues in Ukraine

The Service has donated some surplus equipment to support colleagues in Ukraine, as part of a wider effort coordinated by the [National Fire Chiefs Council \(NFCC\)](#).





**DORSET & WILTSHIRE
FIRE AND RESCUE**

Water safety



Cooling off in rivers, canals, ponds, quarries and lakes can have deadly consequences.

Every year, firefighters are called to incidents where residents (particularly children and young people) get into difficulty when swimming in open water.

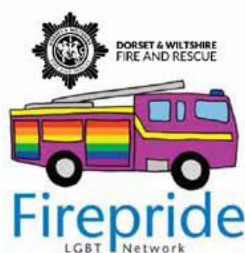
For further information on the dangers of cooling off in open water and some key safety tips for staying safe near water, please visit: - <https://www.dwfire.org.uk/safety/safety-outdoors/water-safety/>

Supporting Pride

The International Day Against Homophobia, Transphobia and Biphobia, which is marked every year on 17 May, was created in 2004 to draw attention to the violence and discrimination experienced by lesbian, gay, bisexual, transgender, intersex people and all other people with diverse sexual orientations, gender identities or expressions, and sex characteristics.

As a Service, we work hard to create a culture where all staff can come to work and be themselves. We also have a supportive network in place, Firepride, which is open to everyone.

As part of our commitment to supporting all communities, we will be attending the Pride celebrations within our Service area, which are back this year after being affected by Covid over the past two years.





**DORSET & WILTSHIRE
FIRE AND RESCUE**

Demand

Reporting period 15th March 22-15th June 22

Tisbury

Category	Total Incidents
No. of False Alarms	13
No. of Fires	4
No. of Road Traffic Collisions and other Emergencies	10
Total 41	

Westbury

Category	Total Incidents
No. of False Alarms	18
No. of Fires	15
No. of Road Traffic Collisions and other Emergencies	15
Total 41	

Mere

Category	Total Incidents
No. of False Alarms	2
No. of Fires	4
No. of Road Traffic Collisions and other Emergencies	6
Total 41	



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Warminster

Category	Total Incidents
No. of False Alarms	29
No. of Fires	15
No. of Road Traffic Collisions and other Emergencies	10
Total 41	

**N Courtice
Station Manager**

Email: Nicholas.courtice@dwfire.org.uk

Mobile: 07812161115

Update for Wiltshire Area Boards

May 2022

BSW ICS update

The Health and Care Bill which set out plans for the formation of Integrated Care Systems (ICS) received Royal Assent at the end of April. The Bill will now pass into law as the Health and Care Act 2022 and paves the way for the BSW Integrated Care Board (ICB) to become a statutory body on July 1st and the formation of the BaNES locality Integrated Care Alliance (ICA).

The Health and Care Act introduces measures to tackle the COVID-19 backlogs and rebuild health and social care services following the pandemic. It will also contain measures to address health inequalities and create safer, more joined-up services that will put the health and care system on a more sustainable footing.

As we approach the 1st of July deadline, there has been a renewed focus on recruitment to our ICB Board. Seven executive roles to the BSW ICB have now been confirmed:

- Gill May, currently the BSW CCG Director of Nursing and Quality, has been appointed as **Chief Nurse**.
- Richard Smale, currently the BSW CCG Director of Strategy and Transformation, has been appointed as **Director of Strategy and Transformation**.
- Dr Amanda Webb, currently the Swindon Locality Clinical Chair for BSW, has been appointed as the **Chief Medical Officer**.
- Jasvinder Sohal will join BSW as **Chief People Officer**. Jasvinder currently works at Solent NHS Trust where she has been Chief People Officer.
- Gary Heneage has been appointed as **Chief Finance Officer**. Gary joins us from NHS England and Improvement in the South West Region, where he is currently Interim Director of Operational Finance.
- Rachael Backler has been appointed as **Director of Planning and Performance**. Rachel joins BSW from Lewisham and Greenwich NHS Trust where she has been Executive Director of Performance.
- Dr Jane Moore has been appointed as **Director of Equalities, Innovation and Digital Enterprise**. Jane is Director of Strategy, Planning and Performance for the Staffordshire and Stoke-on-Trent CCGs.
- Offers have been made to successful candidates for the **Directors of Place** roles for BaNES and Wiltshire with a second round of interviews due to take place for the Director of Place role for Swindon.
- Interviews for **Chief of Staff** took place in early May. A Successful candidate will be announced shortly.

NHS England is also supporting a number of development sessions for our BaNES ICA to drive forward the development of a vision for our new organisation and finalise plans for areas such as governance and finance.

The latest version of the BSW Partnership System Development Plan for 2022/2023 has been submitted to NHS England. The plan has been developed by lead and programme support teams from our key workstreams and focuses on the continued development of our BSW Integrated Care System and the transition activities that will be required during 2022/23 to align with the legislative changes planned.

It includes progress updates in relation to activities set out in the previous version of the plan, as well as our BSW response to recently released national guidance on ICS Development.

Update to Healthy Start scheme

Some changes are taking place to the national NHS [Healthy Start Scheme](#) to help women who are pregnant or have young children and are receiving benefits buy foods such as milk or fruit.

The Healthy Start scheme now offers a prepaid card to those applying for Healthy Start to replace the previous Healthy Start paper vouchers. The cards are topped up every 4 weeks with a payment. Those who were in receipt of the paper voucher scheme will need to apply for the digital scheme if they have not already done so.

Healthy Start A5 posters have been sent to GP surgeries and other health settings in BaNES to display along with leaflets for dissemination to eligible parents and carers of children under 4 or to people who are pregnant.

Covid vaccination update

Our covid vaccination programme continues at pace with a focus on booster shots for over 75s, pregnant women and children aged 5-11.

BSW CCG has been calling on people aged 75 and over yet to come forward for their second Covid-19 booster to do so without delay.

Latest figures show that almost half (46 per cent) of all those in the age group have so far had the recommended top-up dose, which is being offered to prolong the immune-boosting effects of previous coronavirus vaccines.

Unlike previous rounds of vaccinations, people no longer need to wait to be contacted to come forward, with those due a booster now encouraged to proactively book their appointment, either online or over the phone.

Latest figures show that in BSW 2,225,000 vaccines have been delivered.

Pressure on health and care services continues in Wiltshire

Pressures related to Covid-19, staff absence and high demand for hospital beds have continued across Wiltshire over the past few weeks. A number of measures remain in place to help address these issues.

Appeals to the public to support services during this difficult time are ongoing. The main messages being for people to use our health services appropriately, support hospitals by collecting loved ones as soon as they are ready to go home, using our pharmacies for help and support wherever possible and using the online 111 service in the first instance.

Helping you stay up to date with the latest changes in health and care

Providing information and signposting is a key part of our role at Healthwatch Wiltshire.

The advice and information pages on our website help people to stay up to date with the latest changes in health and social care.

The latest articles include:

- [What medical support you're entitled to if you're new to the UK.](#)
- [Where to find support if a loved one has died.](#)
- [Where to find support if you have an eating disorder.](#)

- The [accessible communications you should expect from services.](#)

There is also a wide range of help and advice on other issues including:

- [Downloadable guides to mental health resources in Wiltshire for both children and adults](#) – created by our young volunteers and members of our [mental health forum](#).
- [Plus details of Wiltshire advocacy services](#), if you need help and support with the complaints process.

Find out more at healthwatchwiltshire.co.uk/advice-and-information

Advice and information

[View all](#)



Someone I love has died - where can I find support?

Take a look at our advice article on the organisations and groups that can support you if you're grieving.

5 May 2022



What medical support are you entitled to if you're new to the UK?

For new arrivals to the UK it can be confusing where to go if you need medical assistance. Here we outline...

28 March 2022



What do the new government guidelines mean for Covid-19 testing?

Covid-19 testing rules have now changed across England. Find out the latest information on where to go to get...

28 February 2022



The Accessible Information Standard

The Accessible Information Standard is mandatory for all organisations that provide NHS or adult social care...

24 January 2022

South West Wiltshire Health & Wellbeing Meeting

6th June 2022, 11.00am

1. **Present:** Cllr Nick Errington (cllr lead), Karen Linaker (Wiltshire Council Community Engagement Manager), Ann-Marie Dean (Tisbury Memory Group), Revd Jonathan Plows (Rector Lower Wylde & Till Valleys), Anne Ward Ongley (Carer representative), Katey Bell (Centre for Sustainable Energy), Jane Mason (Mere Day Centre), Sharon McGookin (Tisbury GP Carers Lead), Diane James (Carer Support Wiltshire)

2. **Ukraine Support**

The group discussed a brief update on the current situation, including how hosts and volunteers were offering strong support to Ukraine guests in the county. Anne Marie referred to a new web resource she and her partner had built to help with communications: - [Community | Your-ukraine](#). Karen referred to the [Wiltshire Together](#) website which also offered a form of networking support. We also discussed how common themes of need were emerging including transport and volunteer befriending.

The Salisbury Ukraine Hub, starting back in April, was developing into a strong place of support for hosts and guests across South West Wilts, Salisbury and Southern Wiltshire, offering weekly drop ins, ongoing volunteer help, employment advice, English and Ukraine education, a planned summer school, and a base for services and organisations to meet and offer advice.

3. **Cost of Living**

The group discussed a range of issues relevant to this theme, which the area board was looking to prioritise over the coming months, including:

- (a) The services and funding support from Warm & Safe Wiltshire, run by the Centre for Sustainable Energy with Wiltshire Public Health service:
 - (i) Katey Bell katey.bell@cse.org.uk – would welcome hearing from members of this group who work with residents in need of support from the Warm & Safe Wiltshire scheme [Surviving Winter Grant, £300 grant, help, grant, winter \(warmandsafewiltshire.org.uk\)](#).
 - (ii) Further updates from Katey (attached)
- (b) The sense from the group was that there is a real need amongst residents for support in the current high cost of living situation, with many presenting with a sense of greater desperation than witnessed before

- (c) In South West Wiltshire we are also aware of associated need for a certain section of private renters whose homes do not meet the decent home standard, where e.g. properties are not properly insulated, are damp, and living conditions are below the temperatures required
- (d) Need is also being monitored and evident in Mere in particular, but also in other parishes, where individuals and families are requiring regular foodbank assistance
- (e) Local representatives get a sense also that there is more hidden deprivation, especially on the bigger residential estates, but that residents are reticent to speak up and request help, meaning that finding and responding to need is resource intensive, and yet we are all currently working in an environment where resources have gone – not just in terms of funding, but also in terms of human resources (both volunteer and paid)
- (f) The community had yet to recover from covid in terms of hubs of info, i.e. GP surgeries – where in the past these places had served an important purpose of displaying/disseminating information about various forms of support for whatever need
- (g) We discussed the role of the social prescriber / community connector / good neighbour and there seemed a need to clarify what the offer amongst these roles were in South West Wiltshire

4. Dementia Support

Karen referred to the small group of volunteers and service representatives that had begun to meet informally to consider dementia support, not just for villages in South West Wiltshire but across the Salisbury and Southern Community Areas. The group was looking to support a number of events over the coming months, including the Nadder Centre Silent Disco. Key issues that remain a barrier to strengthening support for people with dementia: lack of transport, lack of respite, lack of substantial funding, unrealistic expectation placed on volunteers

5. Carer Support

Diana and Sharon offered their perspectives that there is a shortage of services and support in South West Wiltshire, which when conflated with other reductions for day centre services, suggested that many will not get the help they need. Lack of respite options was certainly an issue of concern.

Anne suggested that on the next meeting agenda the group consider the Wiltshire Joint Carers Strategy review papers and influence the refresh of this strategy.

6. Grants

General support expressed for the 3 'older people and vulnerable adults' grant requests, although some caution expressed about the Salisbury based projects that they ensure proper outreach to South West Wiltshire villages. Also some concern about the high amount being requested by La Folia which will leave a small amount remaining in the budget for the rest of the year

7. Date of next meeting 5th Sept, 11am online

Addendum

Warm and Safe Wiltshire notes from Katey Bell

The information on our website about the £300 grants scheme will be updated soon, this is the page: <https://www.warmandsafewiltshire.org.uk/surviving-winter> and here's a summary of the new scheme which started last week:

Energy Support Grant

£300 OR £100 if they received £200 from the Surviving Winter Fund during winter 2021.

Eligibility Criteria:

- i) Lives in Wiltshire
- ii) Aged 64 or over
- iii) Living on benefits **OR** living in fuel poverty (i.e. struggling to afford the cost of heating)

Free heating upgrades: As I mentioned we also have funding for heating system upgrades for individuals with an income of less than £25k or couples with an income of less than £32k. Details of which measures are covered can be found in the yellow box on this page:

<https://www.warmandsafewiltshire.org.uk/funding>

We also have other funding available for people in different circumstances so it's always worth someone getting in touch to find out what's available for someone's individual circumstances. example, someone with income higher than £25k but who receives Carers Allowance or a disability benefit may still be eligible for funding.

Lendology: For people whose income or savings are way above the £25/£32k mark, or who have high savings which they don't want to deplete in case they need it in future: to confirm - Lendology do operate in Wiltshire. <https://www.lendology.org.uk/partner/view/wiltshire-council/> It's a really amazing scheme which allows people to make home improvements without necessarily having to repay a loan on a monthly basis.

Communities to have more say on the highways issues that matter most

Wiltshire Council Cabinet has approved plans to change Community Area Transport Groups (CATGs) into Local Highway and Footway Improvement Groups (LHFIGs) - and increase funding for community highways projects.

On 26 April 2022 Wiltshire Council Cabinet approved plans to change Community Area Transport Groups (CATGs) into Local Highway and Footway Improvement Groups (LHFIGs) - and increase funding for community highways projects.

The 18 new LHFIGs - one for each community area in Wiltshire - will be made up of local Wiltshire Council members, town and parish council representatives, and stakeholders from the local community. They will be tasked with identifying small-scale local highways projects in their area to improve safety and encourage walking and cycling.

The key difference between the new LHFIGs and the former CATGs is that the new groups will be able to improve or repair existing infrastructure such as highways and footways, while still investing in new infrastructure, as the previous CATGs could.

The new bodies will also be able to access more funding - £400,000 in total, with the exact allocation for each area based on geographical size and population. This funding comprises £250,000 and £150,000 for officer resource to administer, realise and advise on the projects. There is also a central £250,000 substantive fund that LHFIGs can apply to annually to help fund larger highways projects.

Cllr Dr Mark McClelland, Cabinet Member for Transport, said: These new LHFIGs will build on the success of CATGs and enable communities to focus on the highways priorities that matter most to them. The new groups meet two key areas of our business plan - ensuring that communities are well connected and that services meet local needs.

LHFIGs report into the local area board, so if anyone has any highways issues in their area that they'd like to improve, they should contact their local area board in the first instance for support and advice.

This is far from just a name change, and what we've agreed will see significantly more investment into local highways.

We look forward to the new LHFIGs beginning in the coming months, and for the first highways community priorities to be realised across the county.

Once the LHFIG groups are operational, the groups remit will be reviewed after six months to ensure effectiveness and capacity.

To read the full Cabinet report, people can go to:

<https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=14349>

South West Wiltshire Area Board

29th June 2022

Annual Review of Local Priorities

1. Purpose of the Report

- I. To report on progress made in addressing the Area Board priorities selected for 2021/22
- II. To consider any new evidence or information that will help inform the Area Board in selecting its priorities for 2022/23
- III. To highlight potential priorities for the Area Board to consider for 2022/23
- IV. To inform the Area Board of the broad mechanism for delivering these priorities including (where appropriate): leads, working groups and allocating funding.

2. Introduction

This report has been written by the Community Engagement Manager in consultation with the Area Board Chair. It is provided to help celebrate the success so far and support the Area Board Councillors in setting their priorities for the coming year.

In early 2021, the Community Engagement Manager combined data from the Community Area “Joint Strategic Needs Assessment” (JSNA) with other sources of data and additional local intelligence. This was used to produce a Community Area status report that highlighted where further local improvements may be required. In May 2021, this report was shared with local Area Boards to help inform which priorities it should focus its energy and resources upon.

Given the challenging financial environment, both nationally and locally, Area Boards are encouraged to continue to develop this evidence led approach to its work, so that they can have the greatest impact on the lives of our communities. This includes:

- ✓ Selecting priorities and directing resources to where there is the greatest need and where the Area Board can make a tangible contribution;
- ✓ Being clear on what the Area Board is trying to achieve and the mechanism for doing so; and
- ✓ Regularly reviewing and communicating progress against the chosen priorities.

3. Progress on 2021/22 Area Board priorities

The Area Board working with its partners and the wider community has focussed its attention over the past year on the priority areas below.

- i. Community Transport – stronger dialogue with Community First for Link Schemes support
- ii. Community Safety – ongoing focus on speeding
- iii. Economy – online youth employment event, parish support for improved broadband, grants to enhance rural villages key amenities i.e. pedestrian gates and finger posts
- iv. Environment Priority – online event delivered
- v. Young People Priority – ongoing financial support for Seeds 4 Success, and strong partnership working to plan a special youth event in the summer
- vi. Health & Wellbeing Priority – launched Get Out Get Active scheme, launched Make A Friend Be A Friend scheme, increased impact of Silver Salisbury outreach, delivered range of Celebrating Age events, invested in new Nadder Centre activities for children and young people

4. **The context for agreeing new Area Board priorities.**

The selection of Area Board priorities should be undertaken using both the evidence available to us, as well as the context within which we are operating. Both are continually changing, and the following is provided to help inform the Area Board's decision.

- i. The [Joint Strategic Needs Analysis](#) was collated 2 years ago in 2020 and although it used the latest information available at the time, some of it is now out of date. This is partly due the significant impact COVID-19 has had on issues such as debt, the economy and mental health as well as the release of more up to date data that was not previously available. For the South West Wiltshire Community Area, this includes
 - Energy Efficiency in Privately Rented Homes in South West Wiltshire: Opportunities to identify and enforce on properties with poor energy efficiency – March 2022
 - [Annual report \(citizensadvicewiltshire.org.uk\)](https://citizensadvicewiltshire.org.uk)
- ii. The 2021/22 Area Board priorities were selected whilst in the middle of the COVID-19 pandemic. The demands of this public health crisis demonstrated the importance of partnership working with some services struggling to cope and many of our community groups and organisations unable to operate. The focus

of our time and resources has been upon coming together and supporting the vulnerable within our communities. As we now emerge from the pandemic, the focus is shifting away from this reactive response and onto the rebuilding of our communities. In particular, the evidence suggests that

- More volunteers are needed for a range of issues, i.e. community transport, young people and older people's activities
 - Most community groups have got back up and running, but many older people in particular are reluctant to emerge and take advantage of this offer
 - Frailties have deepened for some, and yet statutory services have had to realign (or remove) services in response to growing demand and decreasing central support
 - Those who feel frail do need places to be active and stay healthy and well, but they also require meaningful connection and support where activities are unable to satisfy this area of vulnerability
 - Carers are more unable to access effective respite services now
 - Vulnerabilities are deepening for those previously challenged, whilst others not previously vulnerable, are tipping into greater dependencies through job loss, debt, mental health challenges – our focus is especially needed to ready people for Winter 2022
 - Some Parish Councils are struggling to recruit councillors and officers leaving this aspect of community resilience somewhat depleted – there is a need for more collaboration and/or a parish by parish recovery focus
 - There is capacity and passion to engage around the climate change theme
 - Businesses are keen to contribute to the recovery of communities
 - Those in work are very busy and even more worried about job retention, and yet some are still willing to contribute to community life especially where tasks are very clear and co-ordinated well
- iii. The last 2 years has seen a change in the way that people communicate, especially with the shift to more permanent home and remote working. This has allowed a new approach that includes the ability to be more inclusive and a reduction in the need to travel. The Area Board is encouraged to embrace these opportunities but also mitigate against any local impact upon our communities.
- iv. Wiltshire Council has released its new [business plan](#), outlining its strategy for 2022-2032. It focusses upon the 4 themes of “Empowering People”, “a Resilient Society”, “a Thriving Economy” and “a Sustainable Environment”. In addition, Wiltshire Council on the 1st February 2022, approved both the [Wiltshire Climate Strategy](#) and [Wiltshire's Natural Environment Plan](#). The Area Board should be aware of these plans and seek to help deliver them at a local level.

5. Agreeing and delivering priorities for 2022/23

The Community Engagement Manager in consultation with the chairperson of the Area Board has provided a list of possible priorities for consideration. The Area Board should carefully consider how many priorities it can work on at any one time and ensure that they are meaningful for their local area. As a guide, it is recommended that where an Area Board has 4 or less councillors, no more than 4 priorities are selected at any one time. Larger boards can select up to 5 if they believe that they have the capacity to deliver on them. Area Boards can at any time select, review or amend their priorities in order that they remain relevant and linked to current needs.

As well as being evidence led, priorities should be selected where the Area Board believes that it can realistically make a positive impact upon them. To aid the delivery of the chosen priorities, the Community Engagement Manager will support the Area Board councillors including in the creation and management of an action plan. This plan will include clearly defined, manageable and measurable outcomes so the intended outcome is fully understood and will, in turn, facilitate the annual review of delivery on local priorities.

The key mechanism for delivery is to support the local community to use their own experiences, abilities and passions so that they are empowered to shape and deliver positive change. To achieve this the Area Board may wish to consider allocating funding where money is required to help deliver the required aims. The Area Board may also look to set up a local working group to lead on the delivery of a priority, especially where no suitable group already exists.

It is recommended that, for each priority selected, an Area Board councillor takes responsibility for overseeing its delivery and reporting back to the Area Board on progress. The Community Engagement Manager will support the Area Board councillors in undertaking this work.

6. Area Board Lead Councillor Role Description

Area Boards are invited to appoint lead Councillor(s) representatives for each of the priority themes that they have selected. The following guiding principles are in place for Councillors who take a role as an Area Board lead for a priority theme:

- To be the main Area Board point of contact for local officers, councillors and residents within their respective lead area;
- To attend (and usually take the role as chair) relevant working groups of the Area Board;

- To work collaboratively and cooperatively with relevant local partners, community groups, volunteers and outside bodies;
- To provide regular updates back to the Area Board in relation to their lead area, including providing feedback on the success or limitations of previously funded Area Board grants;
- To diligently and democratically consider any funding applications, ensuring due process is undertaken; and
- To in consultation with the local Councillor, monitor feedback for those grant applications that relate to the local priority the lead Councillor has responsibility for, ensuring that relevant feedback on progress and outcomes is provided to the Area Board.

7. Recommendations

- I. The Area Board is asked to acknowledge the progress update from the 2021/22 local priorities work.
- II. The Area Board is asked to consider this report and decide upon the priorities it wishes to focus on in the coming year.
- III. The Area Board is asked to appoint a councillor lead for each of the selected priorities.
- IV. The Area Board is asked to appoint any required working groups in relation to each priority. Note; any existing externally operated groups may already be in place and should be acknowledged and noted.

Karen Linaker, Community Engagement Manager
E-Mail: karen.linaker@wiltshire.gov.uk

APPENDIX A – Suggested priorities for 2022/23

The following are some possible priorities for the Area Board to consider for the coming year

Potential Priority	Key objectives	Additional comments
1. Environment	Start and support a new local environment group	<ul style="list-style-type: none"> • Focus on helping Parish Council estates to go carbon neutral by 2030 • Encourage greater use of the Community Environmental Toolkit • Support a Greening Campaign, including Green Card • Organise village hall greening workshops
2. Young People	Improve the area board's engagement with young people	<ul style="list-style-type: none"> • Support pop up village events and engagements • Support existing and help to set up new youth clubs • Train more young people as young leaders to support the voluntary capacity of the community led youth offer • Follow up outcome of Summer 2022 youth event
3. Health & Wellbeing	Support and facilitate a range of projects and activities to support older people and vulnerable adults health and wellbeing	<ul style="list-style-type: none"> • Make A Friend Be A Friend Project • Facilitate new, and support ongoing activities, for older people, i.e. Silent Discos, Age UK Fitness & Friendship clubs, more Get Out Get Active initiatives and similar with AGE UK and Wiltshire & Swindon Sports Partnership • Silver Salisbury Outreach • Dementia Support – working with the new and developing dementia action alliance • Carer Support, particularly to facilitate more opportunities for respite • Understand better how to positively impact fuel poverty and other issues of deprivation – to be 2022/23 winter ready

<p>4. Thriving Economy</p>	<ul style="list-style-type: none">• Map business operating in South West Wiltshire Community Area• Understand how we can better engage with them	<p>This would be a new priority theme to add to the Area Board's work plan, for councillors to consider at its June 2022 meeting</p>
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South West Wiltshire Area Board 29 June 2022

Appointment of Area Board Lead Councillors

1. Purpose of the Report

- 1.1. To appoint Councillor representatives for the Area Board. This will include appointing to Outside Bodies and to reconstitute and appoint to Working Groups for the year 2022/23

2. Background

- 2.1. Area Boards are invited to appoint Councillors to be their respective lead for particular Outside Bodies or Non-Priority Working Groups. The following guiding principles are in place for Councillors who take a role on an Outside body or Non-Priority Working Group:

- To be the main Area Board point of contact for local Officers within their respective area
- To attend (and often Chair) relevant working groups of the Area Board
- To work collaboratively with relevant local partners and community groups
- To provide regular updates back to the Area Board in relation to their Group/Outside-Body including providing feedback on the success or limitations of previously funded Area Board grants (if applicable)

- 2.2. The Area Board is invited to appoint Councillor Lead representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, and will be reviewed annually, unless the Board determines otherwise.

- 2.3. The Area Board is also invited to reconstitute or create new Non-Priority Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix D**, and to make appointments to these groups.

- 2.4. Similarly, the Area Board is invited to appoint a named Older Persons and Carer Champion to work with the Area Board and Health and Wellbeing Group for 2022/23 (if applicable).

3. Main Considerations

- 3.1. Local Highways and Footpath Improvement Group (LHFIG) has replaced Community Area Transport Groups (CATGs), which will continue to operate as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in **Appendix C** for information.

3.2. Where a Non-Priority Working group is required, the exact purpose should be set out and agreed by the Board.

3.3. A key role within some Health and Wellbeing Group's is that of a local 'Champion' who works with the Area Board to address priorities for older people and carers, further details on this role can be obtained on request from the officer named on this report.

4. Financial and Resource Implications

4.1. None.

5. Legal Implications

5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required. [Protocol 3](#) of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Safeguarding Implications

6.1 Processes are in place to ensure Disclosure and Barring Service (DBS) checks are undertaken as appropriate.

7. Environmental Impact of the Proposals

7.1 None.

8. Equality and Diversity Implications

8.1 None.

9. Delegation

9.1 By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

9.2 The appointment of Councillors and other representatives to Non-Priority working groups operating under the Area Board is a matter for the Area Board to determine.

10. Recommendation

10.1 The Area Board is requested to:

- a. Appoint Members as Lead representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to AB Non-Priority Working Groups as set out in Appendix B; and
- c. To note the Terms of Reference for the LHFIG as set out in Appendix C.
- d. To agree the Terms of Reference for any Non-Priority Working Group(s), as set out in Appendix D.

Lisa Alexander, Senior Democratic Services Officer

Appendices:

Appendix A – Appointment to Outside Bodies

Appendix B – Appointment of Members to Non-Priority Working Groups

Appendix C – LHFIG Terms of Reference

Appendix D – Terms of Reference for Working Group(s)

Unpublished background documents relied upon in the preparation of this report

None.

South West Wiltshire Area Board

Appendix A

Appointments of Lead Members to Outside Bodies 2022/23

Outside Body	Councillor Representative
None	Not Applicable

South West Wiltshire Area Board

Appendix B

Appointments of Area Board Councillors

To Non-Priority Working Groups of the Board:

Local Highways & Footway Improvement Group (LHFIG)

Councillor Bridget Wayman

Nadder Centre Steering Group

Councillor Nick Errington

LOCAL HIGHWAY & FOOTWAY IMPROVEMENT GROUPS (LHFIG)

TERMS OF REFERENCE

Membership of the LHFIG

The LHFIG will normally be made up of:

- Members of the Area Board
- Town and Parish Council representatives
- Community / Stakeholder representatives

It is recommended that the groups do not normally consist of more than 10 representatives, but for larger community areas this may not always be feasible.

Representatives should act as a conduit between their organisations and the LHFIGs by putting forward the views of the body they represent and providing feedback to its members regarding the work of the LHFIGs. The group members will also need to be mindful of the needs of the community area when making their recommendations, as not all councils and groups may be represented on the LHFIGs.

Recommendations to the Area Board will usually be reached by consensus, but if necessary, these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire councillor. Membership of the LHFIGs will cease when a member ceases to hold the stated office as first appointed, or when a parish/town council or group choose to nominate an alternative representative.

The LHFIGs may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

Appointment of LHFIGs members

Appointment of Wiltshire Council members to the LHFIGs will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the LHFIGs (e.g. town/parish council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However, it is preferred that the same representative attends if possible to ensure consistency of membership.

Media relations

Members of the LHFIGs must not issue press statements on behalf of the Area Board.

Any press statements about the work of the LHFIGs should be agreed between the Chairman of the LHFIGs and the Chairman of the Area Board, and in consultation with

Wiltshire council's communications team. You can contact the communications team at communications@wiltshire.gov.uk.

Meetings

It is recommended that the LHFigs meet four times a year. Ideally the meetings should be 2 to 4 weeks in advance of the Area Board meetings. Meetings are intended to be limited to the membership set out above and is open to other members of the Area Board who wish to attend. It can be open to public if the LHFig chair wishes, and by invitation. It should be noted that LHFigs are advisory bodies and do not exercise delegated decision-making powers. All decisions are to be ratified by the Area Board.

Officer support

Meetings will be attended by relevant officers from Wiltshire Council, including a Senior Transport Planner, a Senior Traffic Engineer, Local Highway Maintenance Engineer and the local Community Engagement Manager. Attendance by officers of other expert knowledge may be arranged when necessary.

Additional support will be provided outside of the meeting by the Corporate Office Business Support unit as currently for Area Boards, for the purpose of arranging meetings, venues, and the production of meeting action notes.

Terms of reference

The LHFigs have no formal decision-making authority on operational matters or budget expenditure but act as an informal discussion forum making recommendations to the Area Board. Recommendations must be agreed at a full LHFig meeting before being brought to the next Area Board for approval.

The LHFigs terms of reference are set out at Appendix A:

Examples of projects the LHFigs can and cannot fund are set out in Appendix B:

Terms of Reference

1. Small-scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small-scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Transport, Waste, Street Scene and Flooding. The funding allocation is a mixture of highways and council capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management.

It cannot be used to fund revenue functions, such as routine maintenance schemes or the provision of passenger transport services.

A list of schemes which the groups can fund in contained in Appendix B

Schemes considered by the LHFIGs must have first been raised through the highway improvement request system and endorsed by the relevant town or parish council.

The LHFIG's can be directed to look at issues identified by Highways Officers when considered appropriate. For example, when an issue is raised for which other centrally held resource does not exist.

In choosing their local transport schemes, Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is more than the total discretionary amount available as part of the group's annual allocation.

Appendix B – Example of projects which can and cannot be funded by LHFIGs

LHFIGs can fund the following:

Pedestrian improvements: including dropped kerbs, new footways, substantive improvements to existing footways, pedestrian crossings (including assessments).

Cycle improvements: new cycle paths, cycle parking / storage.

Bus infrastructure: new and replacement Shelters (subject to agreement on future maintenance liability), bus border kerbs, bus stop road markings.

Traffic signing: new and replacement signs (including signposts), street name plates, village gateways.

New road markings: new and replacement of existing markings.

Speed limits: assessment and implementation.

Waiting restrictions: assessments and implementation.

Footpath improvements: styles, gates, surface improvements to rights of ways (council maintainable only).

Drainage: minor improvements, new gullies.

Street lighting: new installations.

Traffic management measures: including Sockets and posts for SID (Speed Indication Device) equipment.

As a general rule, an asset should exist at the end of the project, i.e. something new that wasn't there beforehand.

LHFIGs cannot fund:

Routine maintenance: such as gully emptying, ditch clearing, hedgerow cutting, pot hole repairs.

Service subsidy: bus services

Promotional campaigns

SID equipment

Improvements for individuals and properties

As a general rule, activities that repair, clean, tidy or remove something that is already present are likely to be considered routine maintenance and cannot be funded by LHFIGs.

Area Board Working Group Terms of Reference

May 2022

1. Purpose

An Area Board working group is an excellent vehicle to drive forward a local priority theme. The Area Board will evaluate a respective priority, in respect of the actions required and the existing arrangements in place, prior to setting up a new working group. Where there is an existing community or partner led group addressing this priority, the Area Board should work in partnership with such community or group and not create a working group of its own. Where a working group is required, the exact purpose is set out by the Area Board using the table set out in Appendix D.

Some example functions of an Area Board working group are set out below in relation to their respective theme. A group could be asked to:

- Research and review key data, intelligence and information related to the specific priority theme, to develop an in-depth understanding of the issue and opportunities;
- Democratically consider issues, projects and initiatives that could be developed and identify risks;
- Engage with the relevant partners to advance objectives, empowering the wider community to lead where appropriate;
- Provide regular information to the Area Board for review and further guidance; and/or
- Address any conflicts of interest that may arise as part of the local decision-making process.

2. Membership

The membership of a working group will be set by the Area Board but may include representatives as follows:

- City, town and parish councils;
- Voluntary and community sector organisations (regional, countywide and local level);
- Wiltshire Police;
- Dorset and Wiltshire Fire and Rescue Service;
- Ministry of Defence;
- Bath, Swindon and Wiltshire CCG, Healthwatch, Local Health Representatives;
- Local businesses, Chambers of Commerce;
- Schools;
- Housing Associations;
- Residents and resident action groups; or
- Other organisations, agencies and individuals that have a genuine interest in promoting the respective theme issue.

The Area Board should consider whether membership is fully representative of the local community by carefully considering the diversity and inclusion of the group. Consideration must be given where appropriate to the safeguarding procedures that must be followed (set out in Section 4 below)

3. Roles of all members of the Area Board working group

All members will be required to:

- Agree to the terms of reference as set out within this document;
- Take an active part in the development of the working group and its aims;

- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions;
- Take responsibility for sharing information relevant to their organisation/ stakeholders/sector;
- Contribute any information that may have a bearing on positively achieving agreed objectives;
- Be mindful of the needs of the community area as a whole when providing input or making decisions;
- Be open and honest and work collaboratively;
- Work to promote equality and non-discriminatory practices;
- Respect all members of the working group and invited representatives; and
- Work to ensure high quality safeguarding practices are followed where appropriate.

4. Structure and operation

A working group will generally comprise of no more than ten members, to keep conversations and actions focussed. If nominal membership of the management group exceeds ten members, attendance at meetings should be sought by those most appropriate to the agenda. Additional attendees can be brought in as required when invited by the Chairperson.

The Chair of the group will be agreed locally and could either be the Area Board Councillor lead or another member from within the group. A vote of members can determine the Chair where required. Further Area Board Councillors can be appointed to the group as required and as deemed appropriate by the Area Board.

An assigned Wiltshire Council Officer will support each working group, however their role and involvement will vary. Brief notes with key actions and decisions will be recorded and reported back to the Area Board business meeting. The Area Board Councillor lead or the assigned Officer will provide verbal updates to the Area Board business meeting.

Decisions will usually be reached by consensus, however, if necessary, these can be agreed by a majority vote of all group members. The Chairperson would have the deciding vote in cases of a tie. This may be required if for example, the group is providing a funding recommendation to the Area Board.

Working groups must be culturally and socially considerate when focussing on themes that affect vulnerable or underrepresented groups of people (e.g., older people, young people, LGBTQ+, BAME and those with SEND). Ensuring a diverse and representative working group membership will support the safe and appropriate engagement with the respective groups to ensure voices are clearly heard.

The frequency, location and format of group meetings and activities should be determined locally, however, it is advised that groups do not formally meet more than quarterly and complement the timings of the Area Board business meeting.

5. Safeguarding

The Area Board and its working groups have a key role in ensuring the safeguarding of all residents. Effective safeguarding involves organisations working together to prevent the risks and experience of abuse or neglect, while ensuring that the views and wishes of an individual are at the heart of decisions that affect them, wherever possible.

Effective safeguarding is critical when groups are working towards objectives that support children, young people or vulnerable adults. It is critical that each group minimises all safeguarding risks and is aware of the relevant local agencies to escalate any concern.

If someone is in immediate danger you should contact the appropriate emergency service immediately by calling **999**. If you believe a child or young person is at risk of significant harm, neglect or injury, you should report your concerns to the Wiltshire Multi-Agency Safeguarding Hub (**MASH**) by calling **0300 456 0108** during weekdays or on **0300 456 0100** at evenings or weekends. If you are concerned that an adult is at risk of neglect or abuse, please contact Adult Social Care's Advice and Contact Team by calling **0300 4560111** during weekdays or **0300 456 0100** on evenings and weekends please contact the Emergency Duty Service on **0300 456 0100**.

When entering into agreements with voluntary and private sector organisations, working groups, under the umbrella of the Area Boards, need to be assured that the successful individual/organisation has the following in place:

1. Safer recruitment processes, including DBS checks; induction and supervision;
2. Identified designated lead(s) for safeguarding with appropriate relevant training;
3. Safeguarding policy, allegations management processes and policy, code of conduct policy; and
4. Child protection (where applicable) and Safeguarding training at the level appropriate to posts and roles.

6. Media Relations

Members of the working group may not issue media statements on behalf of the Area Board. Any media statements about the work of the group should be agreed with between the group and Chair of the Area Board.

7. Review

These terms of reference are subject to change and may be reviewed from time to time by the Leader, and at least annually.

Appendix D – Terms of Reference table

This table is to be completed and agreed by the Area Board when establishing/ re-establishing a working group.

Task	Area Board agreed response
Name of working group:	Nadder Centre Steering Group
Priority theme it is linked to: e.g., Environment, social isolation, young people	Young People Health and Wellbeing Thriving Economy
Councillor lead(s):	Cllr Nick Errington
Assigned Officer lead(s):	Craig Angel (Nadder Centre Manger) Karen Linaker (Community Engagement Manager)
Date of set up:	Reaffirmed 29 June 2022
Date of review:	June 2023
Specific scope and remit for the working group: <ul style="list-style-type: none"> • What are the specific objectives? • Any particular data or intelligence the board would like considered/ investigated? • Any partners, residents or other groups it should specifically link with? • Is the group being asked to review relevant grant funding applications? 	<ul style="list-style-type: none"> • To provide oversight over the Nadder Centre’s business plan as it recovers from the impact of Covid-19. • To consider how the Area Board and Nadder Centre can work together to support youth activities, as well as those for older and vulnerable people. • To consider how best to utilise the facilities on offer at the Centre for the wider community. • To encourage participation by local groups such as local schools, parish councils, community groups, voluntary and community organisations and local businesses • To encourage services based at and immediately surrounding the centre to collaborate and mutually optimize each other’s offer to the local community from the centre, e.g. the pre school, childrens centre, library, history society, NHS Frailty team etc
Proposed membership (up to 10): This does not need to be an exhaustive list. The Cllr lead and local Officer can review as needed.	Craig Angel (Nadder Centre Manger) Karen Linaker (Community Engagement Manager) Cllr Nick Errington
Any specific safeguarding guidance? Meeting directly with young people or vulnerable adults?	Nothing specific for the group’s purposes. Safeguarding checks and policies will always be in place for specific events or projects facilitated by the steering group.

Energy Efficiency in Privately Rented Homes in South West Wiltshire: Opportunities to identify and enforce on properties with poor energy efficiency

This paper was compiled following a request from the South West Wiltshire Area Board made in light of stock condition mapping undertaken in 2010 showing energy efficiency performance of homes and how the condition of homes was both lower and levels of fuel poverty were higher in South West Wiltshire compared to the rest of Wiltshire. The stock condition survey was initially undertaken in 2009 and the Building Research Centre was commissioned to remodel the information on an area board basis in 2010 (extract for The SWWAB is shown in Appendix 1). At the time there was central government finance available for Private Sector Housing Initiatives provided on a bidding basis requiring a successful bid from a council to have good information about their housing stock. The subsequent bank crises and financial squeeze resulted in the funding opportunities disappearing. This is historic information that is still relevant as it is believed the rankings of areas in terms of the housing condition of the stock will remain. It should be noted that the survey includes both Owner Occupied and Private Rented Housing with Private rented at that time (2009) estimated to be 13% of the stock and Owner Occupied as 70%.

The issue of higher levels of fuel poverty and comparable poorer energy efficiency in the South West was identified some time ago. This can be attributed to several factors including the lack of a gas main (See Appendix 2 Homes off the Gas Main), landlords with older properties having solid walls and the older age profile of housing stock. In 2002/3 the then Salisbury District Council sponsored a part time energy advisor to provide advice and help people install subsidised energy efficiency measures until 2007.

Private Sector Housing provides help to tenants who are experiencing poor housing conditions in the Private Rented Sector. Improvements are made through a combination of persuasion and enforcement. In exceptional circumstances, when all else fails we will prosecute landlords through the courts.

Requirement of the Regulation and Enforcement

The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 'The Regulations' (as amended) are designed to improve the least energy-efficient properties in England and Wales – those with Energy Performance Certificates (EPC) rated F or G. Local authorities are required to enforce the Regulations which apply to new tenancies starting after 1 April 2018 and existing tenancy from 1st April 2020.

Landlords of domestic property for which an EPC is not a legal requirement (e.g. a property which has Listed Building status and certain charitable housing etc) are not bound by the legislation.

Wiltshire Council has adopted a policy for the enforcement of non-compliant homes which allows fines to be made following the discovery of a breach of the Regulations, in addition the council has tools provided in the Housing Act 2004 using the Housing Health and Safety Rating systems to identify and enforce against excess cold. We would generally engage with the parties.

In relation to our enforcement activities we would always seek the opinion of the tenant and in some cases this may mean that we take no action as to do otherwise would be mean acting in direct opposition to the wishes of the tenant.

How we identify Poor Performing Homes and Breaches of the Regulations

In most cases Private Sector Housing undertake investigation following complaints directly from tenants. In 2011 we consulted with the Rent Officer and identified address of old established protected tenancies as it was speculated that these properties would be occupied by older vulnerable tenants and the housing condition might be poorer. We mentioned previously that we would only enforce if the tenants were in favour. The door is left open for tenants to come back if they change their mind. In one case the tenant came back to us last year which resulted in an Improvement Notice being served and it is estimated that the landlady spent in excess of £40,000 improving the property. More recently we have been provided access to the register of Energy Performance Certificates in a manner that allows the information to be interrogated to provide lists of Energy Performance Certificates with F & G ratings registered since 2011. The register of Energy Performance Certificates is available to members of the public to search individual properties on the following web page [Find an energy certificate - GOV.UK \(www.gov.uk\)](http://www.gov.uk) .

Interrogation of the EPC Register

The original data set was checked for all F & G rated private rented properties throughout Wiltshire and addresses extracted for the South West of Wiltshire. Marketed sales which were numerous were excluded from the list.

Table 1 below was collated from The Energy Performance of Buildings Data and details the number of properties in South West Wiltshire that had an Energy Performance assessment between January 2011 – September 2021. Currently landlords of privately rented properties are required to provide an EPC certificate with an A to E rating unless their property is exempt from the regulations.

The number of properties identified with F & G ratings are listed in Table 1 below for South West Wiltshire and are shown in the column titled **Total Number of F & G Rated Properties after Marketed Sales Removed**. Each of these properties was then checked for an exemption and investigated via Council Tax records, Right Move Sold Prices and other resources to conclude on whether there had been a subsequence change in tenure. This process showed that landlord preference had been to sell poor performing properties rather than improve, and a substantial proportion, 64% of let properties with an EPC of F or G appear to have moved over from privately rented to owner occupation.

The column headed **Listed Building or Let on Licence – Exempt without need for Registration** covers listed properties and those let on licence such as Alms House Charities where landlords are not required to apply for an exemption. However, landlords who believe that they fulfil one of the several exemption criteria must apply and if successful they will be placed on the Exemption Register.

Registered Social Housing Providers are excluded from the minimum standards provision.

Area	Postcode	Total Number of F & G Rated Properties listed as Private Rented	Investigation Outcomes					
			Owner Occupier	Exemption Registered	Housing Association Properties which are Exempt	Not Currently Let	Listed Building or Let on Licence – Exempt without need for Registration	Investigations Pending
Mere	BA12 6	46	30	4	3	2	0	7
Netherhampton	SP2 8	20	12	2	0	1	0	5
Quidhampton	SP2 9	19	17	0	2	0	0	0
Tisbury	SP3 5	25	12	3	0	1	2	7
Wilton	SP2 0	16	10	0	1	0	1	4
Total		126	81	9	6	4	3	23

Table 1

Case Studies in South West Wiltshire

Two case studies are exemplified below providing typical outcomes of investigations in South West Wiltshire to date.

CASE STUDY 1
<p>Landlord managed property currently let having an F rated EPC</p> <p>When contacted the landlord claimed to be unaware of their obligation to reassess when letting the property and stated that extensive works had been carried out since the original assessment which included new windows.</p> <p style="text-align: center;">A new assessment was carried out and the property was rerated D.</p>
CASE STUDY 2
<p>Landlord managed flats x2 in the same building having F and G EPC ratings.</p> <p>When contacted the landlord stated that works including secondary glazing and rubber flooring for heat insulation have been carried out since the original assessment and they believe the property to be compliant.</p> <p>When reassessed both properties came back with G ratings due to poor heating. Advice given in relation to providing high heat retention heating at the property.</p> <p style="text-align: center;">Landlord applying for an exemption due to the cost of improvements to date.</p>

Whilst we are currently investigating the Tisbury area early indications show the number of exemptions registered are significantly higher than the other areas. The exemptions are generally registered in the categories below.

- All relevant improvements have been made and the property remains below an E rating.
- The cost of the improvements exceeds £3,500.
- Recommended wall insulation measures would have a negative impact on the building.

Whilst landlord may be successful in applying for an exemption for their properties there is still potential for hazards which are assessed using the Housing Health and Safety Rating System. In a circumstances where a Category 1 Hazard is identified in a property, for example for excess cold then it may be necessary to seek a remedy using the Housing Act 2004

Complaints about Housing Conditions Private Sector Housing in South West Wiltshire

It was felt useful to consider whether the poorer housing conditions and low energy efficiency performance of homes in South West Wiltshire resulted in a greater number of complaints

An exercise was then carried out to compare area boards by the number of complaints for disrepair and damp and mould received over a 4 year period which is shown in Table 2. This includes details of properties where there is concern about the EPC rating for each property that we have received contact. The results show that compared to other area boards South West Wiltshire does not receive a significantly higher percentage of complaints relating to damp & mould and disrepair see Chart 1. However, when comparing the EPC ratings there were a higher proportion of F rated properties than other area boards.

Table 2

Area Board	Number of complaints received Jan 2018 – Feb 2022	EPC RATING A - E	EPC RATING F	EPC RATING G	NO EPC RATING	EXEMPTION REGISTERED (NOT INCL IN TOTALS)
MALMESBURY	16	13	2	0	1	1
RWB & CRICKLADE	42	36	0	1	5	0
CHIPPENHAM	63	52	0	1	10	0
CORSHAM	21	18	0	0	3	0
CALNE	45	37	1	0	7	0
BRADFORD ON AVON	13	9	2	0	2	0
MELKSHAM	29	18	2	0	9	0
TROWBRIDGE	108	92	1	0	15	0
WESTBURY	25	19	2	0	4	0
WARMINSTER	30	22	1	1	6	0
DEVIZES	60	48	4	2	6	1
MARLBOROUGH	19	15	2	0	2	0
PEWSEY	13	9	2	0	2	0
TIDWORTH	49	43	2	2	2	0
AMESBURY	49	38	1	1	9	0
SOUTH WEST WILTSHIRE	39	24	8	0	7	1
SALISBURY	131	113	2	0	16	0
SOUTHERN WILTSHIRE	19	15	1	0	3	0

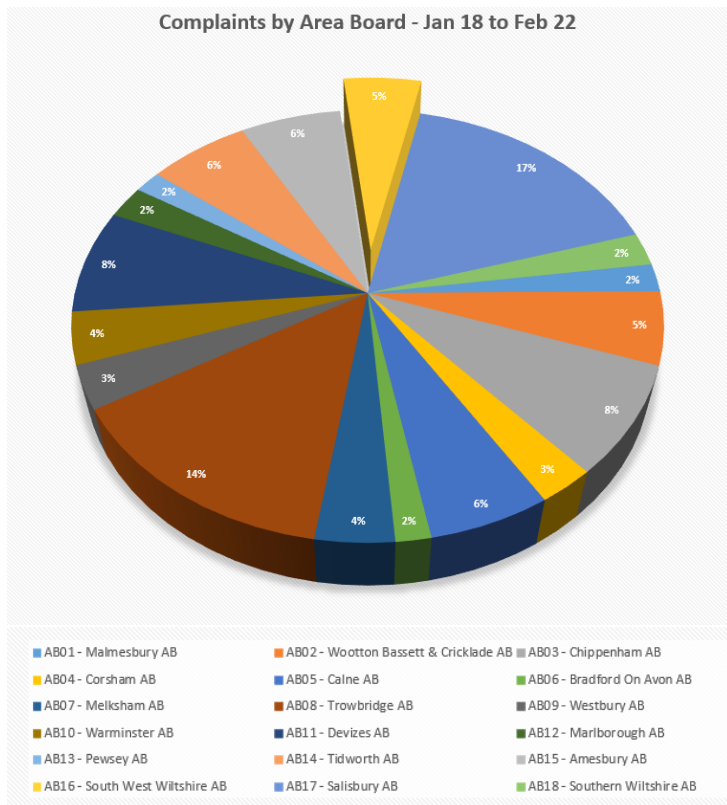


Chart 1

Moving Forward

The intention is to investigate further those properties that have been identified, consult with tenants and conclude on whether enforcement would be appropriate. In addition, we have recently received a report showing those householders who are in Private Rented Housing and receiving Housing Benefit and intend to cross reference this information with other sources. Work has started on the SWWAB and Table 3 below shows the number of properties registered for housing benefit in the Area after those not required to have an EPC have been removed. It was found that there were a number of properties not on the register which will require further investigation to determine whether the landlords are compliant.

Table 3

Number of SWWAB Properties Currently Registered for Housing Benefit	EPC RATING A - E	EPC RATING F	EPC RATING G	NO EPC RATING
170	74	9	2	85

The available data is a useful tool but the team would welcome communication from tenants in privately rented properties that have low EPC ratings (F & G) or are unrated to allow us to investigate further. It is probable that some landlords will be letting properties illegally and not conforming to minimum standards and the requirement to have an EPC. Individual properties are difficult to identify and we would appreciate information from the public to identify such properties.

If you have concerns about the EPC rating for a privately rented property please click on the link below to check the current rating. You will need a postcode and house number for this search.

[Find an energy certificate - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

If the property has a F or G rating you can also check to confirm whether it is on the exemption register via the link below.

[Property exemption - PRS exemptions register \(beis.gov.uk\)](http://beis.gov.uk)

Should the property prove to have no EPC or a low rating then please refer the details to Private Rented Housing using our online form

[Private rented and owner occupier housing - Wiltshire Council](#)

or phone 0300 4560100

APPENDIX 1

BRE 2010: Remodelling of private sector house condition survey data using BRE Housing Stock Models to Provide information for Each Community Area in Wiltshire (2010)

Extract pages 49 -52 for South West Wiltshire Area Board

49 Combining Wiltshire PSHCS data and BRE Housing Stock Models for Community Area reports

South West Wiltshire

The South West Community Area is estimated to contain around 8,700 private sector dwellings. It is estimated that 53% of dwellings do not meet the definition of a 'Decent Home'. This is the highest in Wiltshire and is due to the high number of dwellings with a Category 1 Excess cold hazard as shown in

Figure 35. The average number of dwellings failing the standard in Wiltshire is 31% and in England 34%. The number of households in fuel poverty is shown in **Figure 36** at 16%. This is also the highest rate in Wiltshire and is due to the rural terrain of the Community Area and the lack of availability of mains gas.

Figure 34 The percentage of Non Decent dwellings in South West Wiltshire

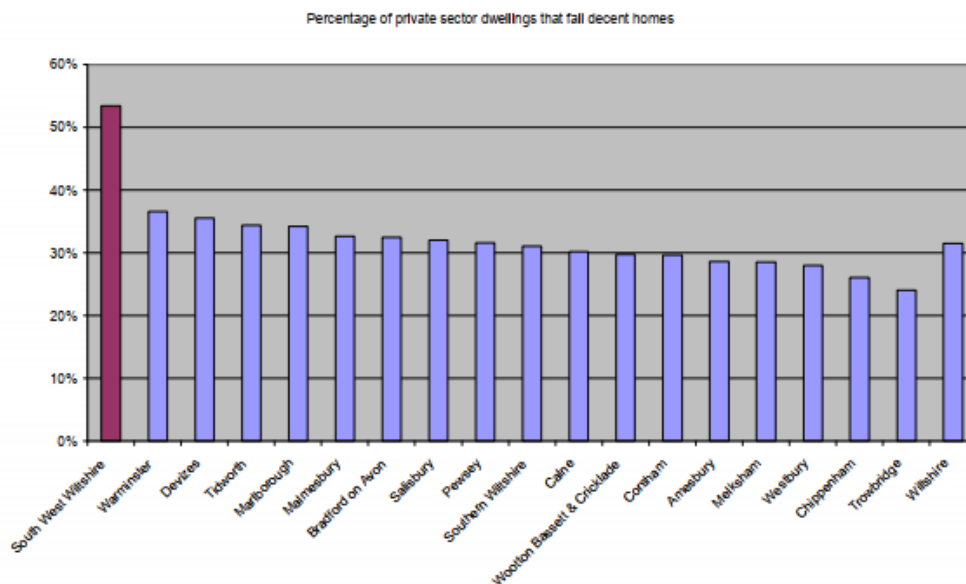


Figure 35 Estimated percentage of dwellings with a Category 1 hazard of Excess cold in South West Wiltshire

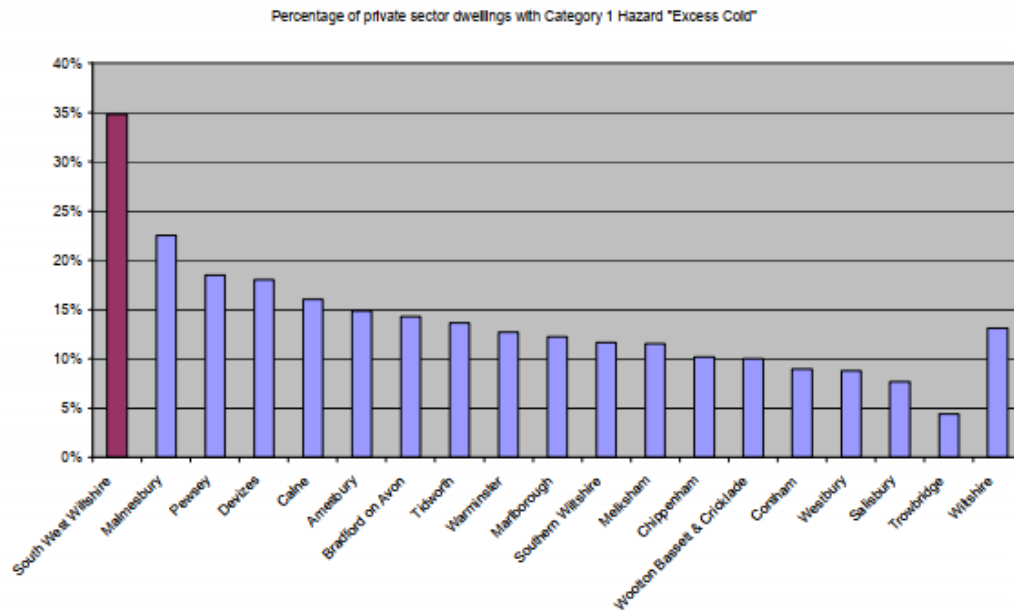
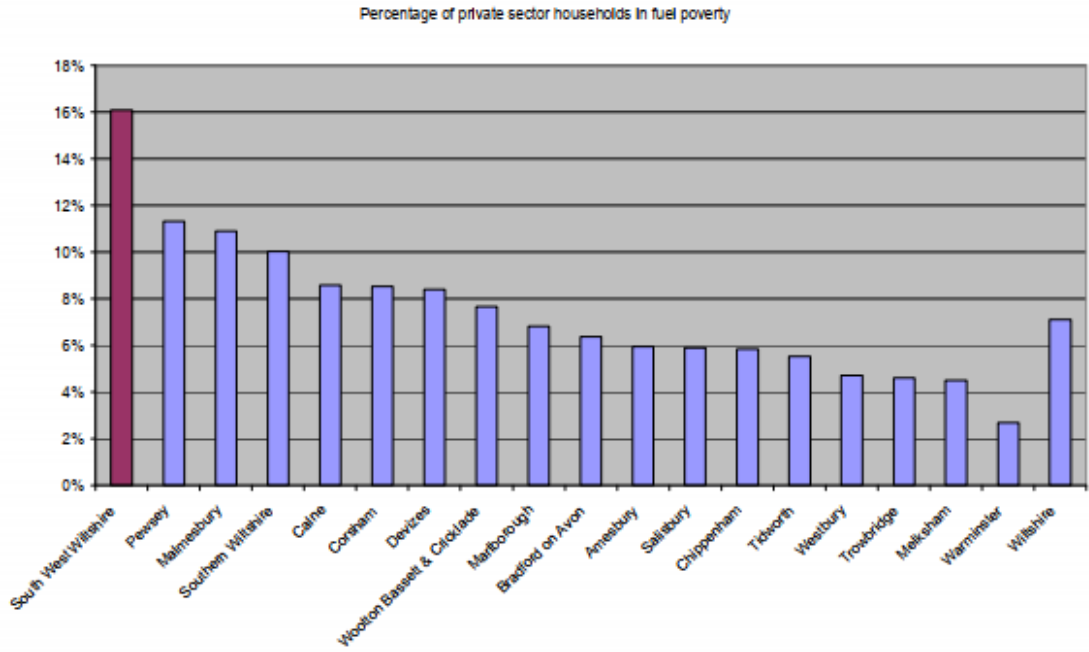


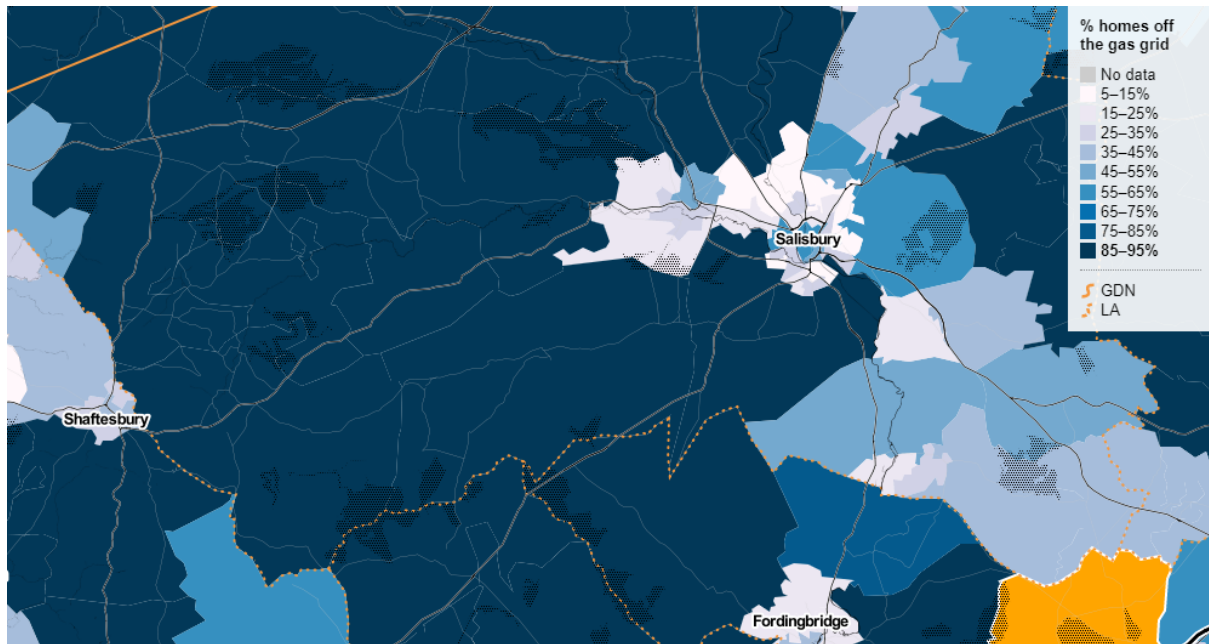


Figure 36 Householders estimated to be in Fuel Poverty in South West Wiltshire



Appendix 2

Homes Off Gas Map



SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

	Item	Update	Actions and recommendations	Who
1.	Attendees and apologies			
	Present:	Cllr Bridget Wayman – Wiltshire Council (BW) – Chair Cllr George Jeans – Wiltshire Council (GJ) Tim Martin – Ansty Parish Council (TM) Tom Hitchings – Broad Chalke Parish Council (TH) Ashley Truluck – Broad Chalke Parish Council (AT) Dickie Winchester – Compton Chamberlayne Parish Council (DW) Tim Culver-James – Fovant Parish Council (TCJ) Tony Phillips – Fovant Parish Council (TP) Frank Freeman – Hindon Parish Council (FF) Ruth Burrows – Kilmington Parish Council (RB) Graham Cotton – Kilmington Parish Council (GC) Debbie Beale – Mere Town Council (DBE) Elaine Cartwright – Sutton Mandeville Parish Council (EC) Jane Childs – Sutton Mandeville Parish Council (JC) Steve Banas – Swallowcliffe Parish Council (SB) Sandra Harry – Tisbury Parish Council (SH) Clare Churchill – Wilton Town Council – (CC) Julia Hawkins – Wilton Town Council – (JH) David Button – Wiltshire Council (DB) Andy Derbridge – Wiltshire Council (AD) Paul Shaddock – Wiltshire Council (PS)		
	Apologies:	Cllr Pauline Church – Wiltshire Council (PCH) Cllr Nick Errington – Wiltshire Council (NW) Cllr Nabil Najjar – Wiltshire Council (NN) Ken Taylor – Quidhampton Parish Council (KT) Steven Black – South Newton & Stoford Parish Council (STB) Richard Mitchell – Tollard Royal Parish Council (RM) Alex Howson – Wiltshire Council (AH)		

SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

2.	Notes of last meeting			
		<p>The minutes of the previous meeting were agreed at the South West Wiltshire meeting on the 16th March 2022.</p> <p>The South West Wiltshire Area Board minutes can be found at: https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=169&MId=13919&Ver=4</p>	That the update is noted.	Area Board
3.	Financial Position			
		<p>As a result of the change from CATGs to LHFigs the annual South West Wiltshire LHFigs budget allocation has been doubled. The annual allocation for the group now stands at £34,582.</p> <p>There is currently £49,337.25 still unallocated.</p>	That the update is noted.	Area Board

SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

4.	Top 5 Priority Schemes			
a)	Issue No: 6547 Quidhampton PC Lower Road Traffic Calming	Construction of the footway and traffic calming in Quidhampton has been provisionally programmed to take place between 03/01/23 and 23/01/23. Detailed design work ongoing.	That the update is noted.	Area Board
b)	Issue No: 14-20-4 Hindon PC Stops Hill Traffic Calming	<p>Draft proposals for Stops Hill drawn up and issued to PC for comment. Proposals include an advisory on-carriageway pedestrian footway, installation of speed cushions (including necessary street lighting alterations) and minor signing amendments. Three costs estimates have been produced depending on the extent of the works taken forward.</p> <p>Estimate 1 – Full Scheme (including speed cushions at the top and bottom of Stops Hill) – £25,020 (LHFIG Contribution £18,765 / PC Contribution £6,255)</p> <p>Estimate 2 – Reduced Scheme (including a speed cushion at the top of Stops Hill only) – £18,514 (LHFIG Contribution £13,885.50 / PC Contribution £4,628.50)</p> <p>Estimate 3 – Do Minimum Scheme (removes the provision of speed cushions) – £15,445 (LHFIG Contribution £11,583.75 / PC Contribution £3,861.25)</p>	<p>The group discussed the different options and supported moving forward with Estimate 2</p> <p>That the Area Board approves the allocation of £13,885.50 to allow this work to be undertaken.</p> <p>That the PC approves the allocation of £4,628.50 to allow this work to be undertaken.</p>	<p>Area Board</p> <p>PC</p>

SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

c)	<p>Issue No: 14-21-3</p> <p>Wilton TC The Avenue, Speeding Traffic</p>	<p>Works to install white gates at existing speed limit terminal ordered in May 2022. Awaiting programming of works by Ringway.</p> <p>Atkins have provisionally programmed the speed limit assessment to be undertaken during July 2022. The results of the speed limit assessment will be circulated once known.</p>	<p>That the update is noted.</p>	<p>Area Board</p>
d)	<p>Tisbury PC 20mph Speed Limit Extension</p>	<p>Due to resource and volume of work issues Atkins have still been unable to complete the final report for the 20mph speed limit assessment. This has been raised at a contract management level.</p> <p>As the group have previously been advised the draft report recommends that an extension of a 20mph speed limit is possible for Tisbury. However, the main issue for consideration is where the 20mph speed limit would start in respect of Chicks Grove Road and Station Road to achieve a reasonable level of compliance with a 20mph speed limit. Starting a 20mph speed limit at the existing speed limit terminals on the aforementioned roads would likely necessitate the introduction of physical traffic calming features. Meeting to be arranged to discuss the local member and PC once final report has been received (currently estimated to be June). Draft 20mph TRO schedule has been produced but cannot be finalised and sent to the Legal Team for processing until the final report has been received and discussed.</p>	<p>Arrange meeting with local member and PC once the final assessment report has been received.</p>	<p>PS</p>

SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

e)	<p>Issue No: 14-20-11</p> <p>Fovant PC A30/High Street Kerb Realignment</p>	<p>PC funded traffic survey to determine level of traffic u-turning at High Street commissioned and provisionally scheduled to be undertaken during the second week of July 2022.</p> <p>Design work commenced on the possible provision of a footway in front of The Forge. Initial design work suggests that the provision of a footway of a suitable width to accommodate a wheelchair user would mean changing operation of the island so that it entry on one side of it and exit on the other. There is also potentially an issue around land ownership at this location as not all of the narrow footway in front of The Forge is recorded as public highway. This issue would need to be addressed to allow any potential footway to be discussed.</p> <p>Design work to continue and when it has reached a suitable place meeting to be arrange with PC to discuss options.</p>	That the update is noted.	Area Board
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SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

5.	Other Priority Schemes			
a)	Issue No: 14-20-8 Teffont PC Junction of EHD Route Signing Improvements	It will not be possible to move forward with the PC's suggested approach of applying an overlay on the sign at the junction of the A303 and Cow Drove. To achieve the required legal size of sign a new sign and sign assembly will be required. As this sign is located on the A303, as would the others sought by the PC, the proposed new signs would need to go through the National Highways Design Check & Approval Process. The estimated cost of these works is £10,000. This figure includes an allowance of £5,000 to complete the National Highways Design Check and Approval Process. It is proposed to arrange a meeting with the PC to discuss how they wish to proceed with this project.	Arrange meeting with PC to discuss this project.	PS
b)	Issue No: 14-20-1 Stoford & South Newton PC C283 Stoford Weight Limit	It has not been possible to obtain consent to install the weight limit terminal sign in the grass verge owned by the owners of The Swan Inn. Alternative approach of installing terminal sign in the carriageway and protecting it with bollards agreed with PC. Works ordered issue in May 2022. Awaiting programming of works by Ringway.	That the update is noted.	Area Board
c)	Issue No: 14-20-5 Tisbury PC The Quarry / Weaveland Road Narrow Road	Works order issued in May 2022. Awaiting programming of works by Ringway.	That the update is noted.	Area Board
d)	Issue No: 14-21-1 Compton Chamberlayne Sign Decluttering	Works order issued in April 2022. Awaiting programming of works by Ringway.	Chase Ringway to undertake works.	PS

SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

e)	Issue No: 14-21-5 Sutton Mandeville PC Request for Unsuitable for HGVs sign at the junction of the A30 and Glasses Lane	Works order issued to Ringway. Works provisionally programmed to take place during the first week of July 2022.	Chase Ringway to undertake works.	PS
f)	Issue No: 14-21-6 Sutton Mandeville PC Request for Unsuitable for HGVs sign at the junction of the A30 and Sutton Hill	Works order issued to Ringway. Works provisionally programmed to take place during the first week of July 2022.	Chase Ringway to undertake works.	PS
g)	Issue No: 14-21-7 Swallowcliffe PC Request for Unsuitable for HGVs sign at the junction of the A30 and Barber's Lane	Works order issued in April 2022. Awaiting programming of works by Ringway.	Chase Ringway to undertake works.	PS
h)	Issue No: 14-21-9 Kilmington PC Request for pedestrians in road warning signs in The Street.	Project allocated to Jason Thorne in the Traffic Signing Team. Preparation of works order has commenced. Works order to be issued to Ringway in June 2022.	That the update is noted.	Area Board
i)	Issue No: 14-21-10 Mere TC Request for speed limit assessment along Shaftesbury Road	Atkins have provisionally programmed the speed limit assessment to be undertaken during July 2022. The results of the speed limit assessment will be circulated once known.	That the update is noted.	Area Board

SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

j)	Issue No: 14-21-12 Tollard Royal PC Investigations into whether virtual footways could be provided in Tollard Royal	Investigative work yet to commence.	That the update is noted.	Area Board
k)	Issue No: 14-21-12 Ansty PC Request for a 20mph speed limit.	Awaiting decision as to whether the undertaking of all 20mph speed limit requests to be assessed during the 2022/2023 financial year will be undertaken internally or issued as a package of works to Atkins to progress. Decision expected by the end of June 2022. Once the decision is known the assessment will be progressed.	That the update is noted.	Area Board
l)	Issue No: 14-22-01 Barford St. Martin PC Request for installation of NAL sockets at three locations to enable the deployment of a SID.	Project allocated to Jason Thorne in the Traffic Signing Team. Preparation of works order has commenced. Works order to be issued to Ringway in June 2022.	That the update is noted.	Area Board

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<p>m)</p>	<p>Issue No: 14-22-02</p> <p>East Knoyle PC Request for the provision of additional Unsuitable for HGV signage at junction of Church Rails and Holloway / Church Road.</p>	<p>There is currently signage at either end of Church Rails indicating that Church Rails is unsuitable for vehicles over 6'-6" wide. The sign at the Wise Lane end, whilst still present, is damaged and in need of replacing. The signs at the other end of the road are present and in good condition. The signs at either end of Church Rails are currently mounted extremely low-down which compromises, to an extent, their visibility; particularly to drivers of HGVs who may be seeking to travel along Church Rails.</p> <p>It is proposed to replace the sign at the Wise Lane with an amended sign including the pictorial Unsuitable for HGVs symbol. This will result in a larger sign that will require the replacement of the existing signposts. At the Holloway end the existing signs would be mounted on new longer signs posts to improve their visibility and provide a new Unsuitable for HGVs sign in Church Rails itself.</p> <p>The estimated cost of the works would be £1,730. (LHFIG contribution £1297.50 / PC contribution £432.50). The quoted figure includes a 25% contingency.</p>	<p>The group asked that the PC confirm that they support the proposed measures and are prepared to commit the necessary funding towards the scheme before deciding on whether to support it.</p> <p>Scheme to be reconsidered at the next meeting of the group.</p>	<p>PC</p>
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SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

<p>n)</p>	<p>Issue No: 14-22-03</p> <p>Broad Chalke PC Request for improvements to Low Lane (Footpath 18).</p>	<p>Following the last meeting the PC have undertaken a tender process and indemnified a preferred to undertake the proposed drainage and surfacing improvements to Low Lane. The estimated cost of the project from the preferred bidder is £23,000. It should be noted that this figure includes a 10% contingency and is subject to a review meeting with the preferred bidder.</p> <p>The PC has requested a contribution of £11,500 from the group towards the costs of the project. Of the requested contribution a figure of £1,150 would represent the contingency element. For this type of scheme Wiltshire Council typically work on the basis of a 20-25% contingency. Therefore, it is suggested that, if the group support this project an allocation of £12,420 is made. This would represent a 20% contingency on the £10,350 (excluding all contingencies) being sought. Being sought by the PC.</p> <p>If the group agree to allocate funding to the project before the funding is released to the PC it is recommended that an officer from the Rights of Way Team confirms they are happy with the identified contractor, scope of the works and proposed materials as ultimately Low Lane is a right of way that this team are responsible for managing.</p> <p>One additional item that will need to be considered is can the improvements to Low Lane be safely undertaken whilst continuing to allow use of Low Lane by pedestrians. If not, then a formal temporary TRO closing the Right of Way to allow the works to be undertaken will need to be processed. The cost of which will be in the order of £1,700. This would be in addition to the costs outlined above.</p>	<p>The PC advised that having now met with the contractor and discussed the works with them they were as confident as they could be that the works could be undertaken for the price quoted. The PC also advised that were confident that appropriate temporary measures could be put in place to avoid the need for a formal closure of the right of way.</p> <p>The group discussed this matter and supported the proposed project but considered it prudent to allow an allocation for the potential formal closure of the right of way to allow the work to be undertaken.</p> <p>That the Area Board approves the allocation of £13,695 to allow this work to be undertaken. [Note this figure includes the 75% contribution towards a temporary TRO if the right of way needs to be closed to enable the works to be safely completed].</p>	<p>Area Board</p>
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SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

6.	New Requests / Issues			
a)	<p>Issue No: 14-22-04</p> <p>Chilmark PC Request for a 'Blind Summit' warning sign.</p>	<p>The PC have requested the provision that a 'Blind Summit' warning sign be added to the Chilmark Village entry sign on Tisbury Road.</p> <p>An application for a traffic survey on this section of road has been submitted. The speed of traffic using this section of the road is required to determine the correct siting distance for the warning sign.</p> <p>The estimated cost of providing a 'Blind Summit' warning sign, complemented with a SLOW marking, is £2,178 (LHFIG contribution £1,633.50 / PC Contribution £544.50). The quoted figure includes an allowance for having to undertake some minor verge clearance to enable the siting of the sign at a location other than at the village entry sign and a 25% contingency.</p> <p>The cost estimate has also been produced on the basis of the lining works being undertaken as a standalone job. The estimated costs could be reduced by £500 if the lining works are undertaken alongside other lining works, but doing so would increase the time it takes for the markings to be provided.</p> <p>If the PC wished to just go with the 'Blind Summit' warning sign without the SLOW road markings, then the estimated cost of the works would be £896 (LHFIG contribution £672 / PC Contribution £224). The quoted figure includes an allowance for having to undertake some minor verge clearance to enable the siting of the sign at a location other than at the village entry sign and a 25% contingency.</p>	<p>The group asked that the PC confirm that they support the proposed measures and are prepared to commit the necessary funding towards the scheme before deciding on whether to support it.</p> <p>Scheme to be reconsidered at the next meeting of the group.</p>	PC

SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

b)	<p>Issue No: 14-22-05</p> <p>Chilmark PC Request for Unsuitable for HGVs signs.</p>	<p>The PC have requested the erection of Unsuitable for HGV signs at two locations – Location 1 / Location 2. At both location existing sign assemblies would need to be replaced as part of the works to ensure that the signposts had suitable concrete foundations to accommodate the weight of the existing signs and additional wind loading on the signposts.</p> <p>The estimated cost of providing the Unsuitable for HGV signs is £1,878. (LHFIG contribution £1,408.50 / PC contribution £469.50). The quoted figure includes a 25% contingency.</p>	<p>The group asked that the PC confirm that they support the proposed measures and are prepared to commit the necessary funding towards the scheme before deciding on whether to support it.</p> <p>Scheme to be reconsidered at the next meeting of the group.</p>	PC
c)	<p>Issue No: 14-22-06</p> <p>Chilmark PC Request for Re-marking of white line.</p>	<p>The PC have requested that a white line marking previously present in front of the Memorial Cross be reinstated</p> <p>Evidence suggests that there has never been a white line marking in front of the Memorial Cross. However, there is a white line present in front of the hardstanding that passengers use to board and alight buses.</p> <p>However, irrespective of the above an edge of carriageway marking could be provided at this location. The estimated cost of providing an edge of carriageway marking at this location is £500 (LHFIG contribution £375 / PC contribution £125).</p> <p>It is proposed that the laying of this marking be taken forward by the Local Area Highways Office.</p>	<p>The group asked that the PC confirm that they support the proposed measures and are prepared to commit the necessary funding towards the scheme before deciding on whether to support it.</p> <p>Scheme to be reconsidered at the next meeting of the group.</p>	PC
d)	<p>Issue No: 14-22-07</p> <p>Tisbury PC Request to covert a limited waiting parking bay in the High</p>	<p>The PC have requested that the time limited parking bay in front of the dentist's surgery is converted to a disabled parking. To achieve this a formal TRO amendment process would need to be completed.</p>	<p>That the Area Board approves the allocation of £1875 to allow this work to be undertaken.</p>	Area Board

SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

	Street to a disabled parking bay.	The estimated cost of making the change requested is £2,500 (LHFIG contribution £1875 / PC contribution £625). This figure includes both the cost of TRO amendment process and the on-ground changes.	That the PC approves the allocation of £625 to allow this work to be undertaken.	PC
e)	Issue No: 14-22-08 Hindon PC Request for 'Pedestrians in Road' warning signs.	<p>The PC have requested the erection of 'Pedestrians in Road' warning signs on the B3089 at the East Street and School Lane junctions. At East Street there is an existing illuminated sign assembly would need to be replaced as part of the works to ensure that the signpost had a suitable concrete foundation to accommodate the weight of the existing sign and additional wind loading on the signpost.</p> <p>There is already a SLOW marking present at the East Street junction where the 'Pedestrians in Road' warning sign would be erected. If the PC wished to complement the 'Pedestrians in Road' warning sign at the School Lane junction with a SLOW marking, then the estimated cost of providing the signs and the SLOW marking is £3,640 (LHFIG contribution £2,730 / PC Contribution £910). The quoted figure a 25% contingency.</p> <p>The cost estimate has been produced on the basis of the lining works being undertaken as a standalone job. The estimated costs could be reduced by £500 if the lining works are undertaken alongside other lining works, but doing so would increase the time it takes for the markings to be provided.</p> <p>If the PC wished to just go with the 'Pedestrians in Road' warning signs without the additional road marking, then the estimated cost of the works would be £2,218. (LHFIG contribution £1,663.50 / PC contribution £554.50). The quoted figure includes a 25% contingency.</p>	<p>FF advised the group that he would discuss the potential options with the PC and report back to a future meeting of the group on how they wished to proceed.</p> <p>DB commented that when the proposed housing development at East Street came forward there might be an opportunity to get the developer to provide these, or other, safety improvements.</p>	FF

SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

f)	<p>Issue No: 14-22-09</p> <p>Zeals PC Request for dropped kerb.</p>	<p>A request has been received to install a dropped kerb at the junction of Bells Lane and New Road to enable a mobility scooter user access the centre of Zeals.</p> <p>The estimated cost of the works would be £1,250. (LHFIG contribution £937.50 / PC contribution £312.50). The quoted figure includes a 25% contingency.</p>	<p>That the Area Board approves the allocation of £937.50 to allow this work to be undertaken.</p> <p>That the PC approves the allocation of £312.50 to allow this work to be undertaken.</p>	<p>Area Board</p> <p>PC</p>
g)	<p>Issue No: 14-22-10</p> <p>Kilmington PC Request for acceleration lane at the junction of the B3092 and Coombe Barn Lane.</p>	<p>The PC originally submitted a request for the introduction of an acceleration lane to address safety concerns at the junction of the B3092 and Coombe Barn Lane. The provision of an acceleration lane at this location is not supported from an engineering point of view. However, a complete realignment of the junction could be considered. The cost of such a scheme would exceed what could be afforded through the LHFIG process. The PC have been advised of the above and how to take that matter forward outside of the LHFIG process.</p> <p>It was noted whilst investigating this matter that although there are warning signs advising of the junction they were not complemented by SLOW markings. The provision of such markings would serve to further highlight the presence of the junction to motorists and how they should proceed on this stretch of road. The PC support the provision of these markings.</p> <p>The estimated cost of the works would be £1,650. (LHFIG contribution £1237.50 / PC contribution £412.50). The quoted figure includes a 25% contingency.</p>	<p>That the Area Board approves the allocation of £1237.50 to allow this work to be undertaken.</p> <p>That the PC approves the allocation of £412.50 to allow this work to be undertaken.</p>	<p>Area Board</p> <p>PC</p>

SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

h)	<p>Issue No: 14-22-11</p> <p>Fovant PC Improvements to Right of Way FOVA16.</p>	<p>The PC have obtained a quote of £1,432 to install to three steps at five locations along a Footpath 16 in Fovant (FOVA16) to improve its safety for users.</p> <p>It is advised that a contingency of 25% is added to the above figure. Therefore, it is suggested that, if the group support this project an allocation of £1,790 is made (LHFIG contribution £1342.50 / PC contribution £447.50).</p> <p>If the group agree to allocate funding to the project before that funding is released to the PC it is recommended that an officer from the Rights of Way Team confirms they are happy with the identified contractor, scope of the works and proposed materials as ultimately FOVA16 is something that this team are responsible for managing.</p> <p>One additional item that will need to be considered is can the improvements to FOVA16 be safely undertaken whilst continuing to allow use of the footpath by pedestrians. If not, then a formal temporary TRO closing the Right of Way to allow the works to be undertaken will need to be processed. The cost of which will be in the order of £1,700. This would be in addition to the costs outlined above.</p>	<p>The group felt that in this instance the works could be undertaken without the need for a formal closure.</p> <p>That the Area Board approves the allocation of £1342.50 to allow this work to be undertaken.</p> <p>That the PC approves the allocation of £447.50 to allow this work to be undertaken.</p>	<p>Area Board</p> <p>PC</p>
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SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

i)	Improvements to Bus Stop in Hindon	<p>In line with the LHFIG rules a request has been received from the Passenger Transport Unit (PTU) to make the bus stop adjacent to the village ship in Hindon wheelchair accessible. A resident of Hindon has requested that the bus stop is made wheelchair accessible so that their son can use the bus stop and travel on the school bus with their peer group to secondary school from September this year.</p> <p>The improvements required include the addition of additional of glazing panels to improve the weather proofness of the shelter, the laying of a billet of tarmac to remove a lip into the shelter and enable wheelchair access, the laying of a bus stop clearway marking on the carriageway to ensure that the bus can pull against the kerb to enable the wheelchair user to board and alight the bus. The PC have indicated that they support the proposed works and the PTU have indicated that they would be prepared to cover the 25% contribution that the PC would be expected to provide as part of an application to the group.</p> <p>The estimated cost of the works would be £2,782 (LHFIG contribution £2086.50 / PTU contribution £695.50). The quoted figure includes a 25% contingency.</p>	<p>That the Area Board approves the allocation of £2086.50 to allow this work to be undertaken.</p> <p>That the PTU allocates £695.50 to allow this work to be undertaken.</p>	<p>Area Board</p> <p>PTU</p>
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SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

7.	Closed Items			
a)	Fovant 20mph Implementation	All remedial works completed in May 2022. Issue has been closed.	That the update is noted.	LHFIG
b)	Issue No: 14-19-3 Fovant PC Installation of speed limit gateway on A30 eastern approach.	Gateway installed in May 2022. Issue has been closed.	That the update is noted.	LHFIG
c)	Issue No: 14-21-11 Tisbury PC Request for KEEP CLEAR marking to aid fire engines to enter the High Street from The Avenue	Marking painting in May 2022. Issue has been closed.	That the update is noted.	LHFIG
8.	Other Items			
a)	Highway Maintenance Update	DB advised: <ul style="list-style-type: none"> DB introduced AD to member of the groups DB advised that AD was the Local Highways Technician for the South West Wiltshire Community Area. It continues to be a challenging period for the Council's contractor as they deal with the ongoing effects of COVID, issues around material prices and availability and staffing changes – including the loss of both tractor 	That the update is noted.	LHFIG

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		<p>drivers working out of the Wilton Depot which has affected the grass cutting programme.</p> <ul style="list-style-type: none"> • DB advised members that the major grass cutting programme now takes place in the autumn. However, there was process in place which enabled works (particularly in narrow lanes) if a local need to do so arises and is agreed through himself. Visibility splays continue and continue to be cut outside of the major grass cutting programme. • Local works around pothole filling, minor masonry improvements, gully emptying, and road sweeping are ongoing subject to resource availability. • The spray injection machine will be visiting the South West Wiltshire Community Area to undertake pothole filling works. A long list of locations has been submitted for consideration. The dates when the machine will be in the area are to be confirmed. • A surface dressing programme will be coming forward for the South West Wiltshire Community Area but is currently being finalised due to the Major Maintenance Team operating with a reduced budget. • That the surface dressing programme is a rolling 5-year programme. At this stage the programme is full and the only way to add a scheme to it would be to remove a scheme currently within the programme. 		
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SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

		<ul style="list-style-type: none"> • Reactive patching works are continuing. This is where areas of carriageway up to 400m² in size can be addressed. Several locations have been submitted for consideration. • There is an increased budget allocation for white line repainting works, although not enough to allow all necessary works to be undertaken. Locations where markings have the greatest impact on safety are being addressed at the priorities. Requests for additional works can continue to be submitted for taking forward in future financial years or if additional funding is made available during the current financial year. • There is an increased budget allocation to address drainage issues during the current financial year so he was working to get best value out of the available budget. He was continuing to put locations forward for CCTV investigation. • The gully vactor machine will be in the area during the last week of June undertaking gully clearing works. • He had managed to secure additional ditch clearing resources for the South West Wiltshire Community Area and that priority sites had been addressed. • The issuing of highway licences (skip, scaffolding etc.) remained busy. 		
9.	Date of Next Meeting:	31 st August 2022		

SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 08/06/2022

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the LHFIFG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent, and specifics of which will be dependent upon the individual project.

2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to the South West Wiltshire Area Board.

2.2. If funding is allocated in line with LHFIFG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, South West Wiltshire Area Board will have a remaining highways funding balance of £14,277.75 in the LHFIFG allocation available for the 2022/2023 financial year.

3. Legal Implications

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

4. HR Implications

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

5. Equality and Inclusion Implications

5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding implications

There are no specific safeguarding implications related to this report.

Report To	South West Wiltshire Area Board
Date of Meeting	Wednesday, 29 June 2022
Title of Report	South West Wiltshire Area Grant Report

Purpose of the Report

- To provide detail of the grant applications made to the South West Wiltshire Area Board. These could include; community area grants, health and wellbeing, young persons grants and Area Board initiatives.
- To document any recommendations provided through sub groups.

Area Board Current Financial Position

	Community Area Grants	Young People	Health and Wellbeing
Opening Balance For <u>2022/2023</u>	£ 24,876.00	£ 21,148.00	£ 7,700.00
Awarded To Date	£ 2,487.00	£ 0.00	£ 650.00
Current Balance	£ 22,389.00	£ 21,148.00	£ 7,050.00
Balance if all grants are agreed based on recommendations	£ 21,389.00	£ 13,653.00	£ 2,890.00

Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG615	Community Area Grant	Alabare Christian Care and Support	Barford Development Centre pottery equipment	£916.04	£500.00

Project Summary:

Barford Development Centre operates from converted farm buildings in the rural village setting of Barford St Martin, 6 miles west of Salisbury. The centre has a wood workshop, pottery barn, training kitchen, teaching room and an acre of land dedicated to horticulture. The Development Centre provides space for circa 30 clients per week. Our clients are adults with Learning Disabilities and/or have mental health issues. Often they are isolated and Barford offers a social element as well as teaching new skills. One of the best-attended classes are the pottery classes. We feel that the addition of a slab roller would positively benefit the users of the pottery at Barford. Clay rolled in a press will have even pressure on both sides, resulting in smooth or textured slabs of clay that will be even in depth and warp less, enabling us to make a wider range of work in the pottery. Most importantly, rolling out clay with a rolling pin is quite physical work, which some of our clients struggle with due to their individual physical needs. We have a client who has had a stroke, resulting in lack of strength on one side, which impacts on their ability to roll clay adequately. Many clients find standing, (which makes rolling clay easier) for lengthy periods quite difficult. A lack of strength is a common factor in many clients that can impact on the quality of their work. This can lead to waning interest as some have difficulty in focusing for longer periods of time. The addition of a slab roller would allow clients to spend more of their time being creative, rather than struggling with a physical task. We would ideally like the North Star Portaroller, as it fits in a smaller space, is able to be folded and put away We would also need a second set of canvases as our clients work in both white and buff clay.

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG703	Community Area Grant	Steeple Langford Allotments	Steeple Langford Allotments improvements	£500.00	£500.00

Project Summary:

Steeple Langford Allotments were gifted to the Parish in the 1860s for the benefit of the people of the Parish. Following the recent Pandemic, there is more interest in the allotments from the local community. We therefore need to obtain the relevant machinery (rotovator etc) to prepare previously unused ground to be made suitable for allotment use. Our only form of income to support the allotments is from the people who currently rent the ground. To increase our income we need to increase the allotment availability.

ABG667	Older and Vulnerable Adults Funding	Salisbury Methodist Church	Community Hub for Ukraine in South Wiltshire	£2875.00	£960.00
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Project Summary:

The Community Hub for Ukraine was established at the start of April, to provide regular community support for host families, Ukrainian refugees as well as for other refugees in the area. A team of volunteers will run an office in the SMC, organise weekly Hub meetings as well as regular English language classes, sessions on employment, healthcare, schooling, activities for young people etc. It will link with other community organisations (such as Silver Salisbury and Pantry Partnership) in order to help families to settle into the area. The money requested for lessons should not conflict with English lessons already being offered in the County. This is to enable us to employ Ukrainian teachers, translators and interpreters to support the Hub. Where possible we will use volunteer CELTA teachers who are giving their time and expertise; but there is also a requirement for vocational English language tuition which is quite specific and will help refugees to obtain the jobs they so earnestly wish to do.

ABG705	Older and Vulnerable Adults Funding	Silver Salisbury Group	Wilton and surrounding villages Silver Sunday programme 2022	£1400.00	£700.00
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Project Summary:

Based on our previous consultation, and feedback on Silver Programme 2021 we are now in consultation with various groups and individuals in Wilton and surrounding villages to plan for Silver Programme 2022 in Wilton. Silver Salisbury group aims to alleviate isolation and loneliness amongst older people through its invitation to free taster sessions of ongoing activities and one off events during the three weeks around 1st October 2022, International Older People's Day. We are reviewing the hard copy programme and considering a separate programme for Wilton and surrounds as well as inclusion in the main programme to be widely circulated. We feel we have established a relationship with a number of groups in Wilton which we will consolidate and build on. We plan discussions with Wilton Link scheme to maximise transport for isolated people to get to events. This project is to promote and co-ordinate the programme, produce, get printed and circulate the programme brochure.

ABG708	Older and Vulnerable Adults Funding	La Folia	Voices in the Landscape	£32000.00	£2500.00
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Project Summary:

In collaboration with the Chase and Chalke Landscape Partnership Scheme in Cranborne Chase, "Voices in the Landscape" aims to invite a wide range of organisations, communities and individuals to engage with the landscape through song. In particular we are inviting youth groups, young people with special needs, vulnerable young people and young refugees to take part. Through exploration of local songs from the past and the creation of new songs for the present and the future, participants will find ways of expressing their perception of and their response to their environment. It will also develop opportunities for the more isolated in the community to take part in musical activity locally and join communities together through creating together. A Cranborne Chase 'Voices in the Landscape' song book will be created leaving a lasting legacy.

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG710	Youth Grant	Salisbury Methodist Church	One month Summer School for Refugee Teenagers in Salisbury	£25855.00	£4995.00

Project Summary:

The Salisbury Community Hub for Ukraine based at the Salisbury Methodist Church (SMC) plans to offer a month of tuition and activities to 20 refugee teenagers, as part of the annual Summer School run by English in Salisbury (<https://www.englishinsalisbury.co.uk/>). English in Salisbury has over 30 years' experience of teaching English to adults and young learners as well as running schools and summer camps in Salisbury. The English school will offer as many free of charge places to refugees as possible but needs at least 10 students to be funded for the whole-day programme. The summer club will run at English in Salisbury from Monday 04 July to Friday 29 July. Lessons are from 0900 - 1230 Monday to Friday. The teenagers will have afternoon activities provided each afternoon. There will be three classes provided for 20 teenagers aged 12 - 17. There will also be 3 classes provided for 12 adults running concurrently. We would like to source teenage refugees from other countries, not just Ukraine and we would like to include teenagers from the South West area, not just Salisbury as we believe there are already 30 Ukrainian families in outlying villages.

ABG707	Youth Grant	La Folia	Voices in the Landscape	£32000.00	£2500.00
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Project Summary:

In collaboration with Cranborne Chase, "Voices in the Landscape" aims to invite a wide range of organisations, communities and individuals to engage with the landscape through song. In particular we are inviting youth groups, young people with special needs, vulnerable young people and young refugees to take part. Through exploration of local songs from the past and the creation of new songs for the present and the future, participants will find ways of expressing their perception of and their response to their environment. It will also develop opportunities for the more isolated in the community to take part in musical activity locally and join communities together through creating together. A Cranborne Chase 'Voices in the Landscape' song book will be created leaving a lasting legacy.

1. Background

Area Boards have authority to approve funding under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Funding and Grants Criteria. This document is available on the council's website.

Three funding streams are available to the Area Board, each with an annually awarded amount. These funding streams are as follows:

- Community Area Grants (capital)
- Young People (revenue)
- Health and Wellbeing (revenue)

The Area Board will be advised of the funding available prior to their first meeting of each financial year.

2. Main Considerations

2.1. Councillors need to be satisfied that the applications meet the requirements as set out in the Area Board Funding and Grants Criteria and that the health and wellbeing and young persons funding guidelines have been adhered to.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors need to consider any recommendations made by sub groups of the Area Boards.

3. Environmental & Community Implications

Grant funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Councillors must ensure that the Area Board has sufficient funding available to cover the grants awarded.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

There are no specific human resources implications related to this report.

7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes where they meet the funding criteria.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

No unpublished documents have been relied upon in the preparation of this report.

Report Author

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Area Board Funding and Grants criteria

April 2022

Introductory Guidance

1. Wiltshire Council makes a significant investment each year into local communities through Area Board grant funding.
2. Capital funding is available to support community projects (Community area grants). Revenue funding is available to support positive leisure activities for young people aged 13 – 19 years or up to 25 years for those with Special Educational Needs and/ or Disabilities (youth grants). Revenue funding is also available to projects that improve the quality of life for older and vulnerable adults (older and vulnerable adults grants). Further capital and revenue guidance is available at: www.wiltshire.gov.uk/article/6145/Area-Board-Grants
3. Applications are invited from voluntary and community sector organisations that can show a need for financial support up to a total of £5,000.
4. Town and Parish Councils are eligible to apply for revenue funding (youth grants or older and vulnerable adult grants) where they are able to show a need for financial support.
5. Applicants should discuss their project with the [Community Engagement Manager \(CEM\)](#) and [their local Wiltshire Councillor](#) before making an application.
6. Applicants to the Area Board grant funding are encouraged to seek further financial contributions from other sources e.g. local fundraising, regional funders, solar community benefit funds, parish/ town councils or local businesses.
7. Applications are for one-off funding and not recurring costs. Projects should not be reliant on Area Board investment to provide sustainability and must show how the future costs of your project will be met by demonstrating its sustainability or setting up a sinking fund.
8. Applications by an organisation are limited to a maximum of two bids per annum across all boards. Each application can be submitted to a maximum of three Area Boards.
9. If your project requires Planning Permission, Building Regulations or any other form of licence or approval, this must be sought before submitting your application. Any grant will be conditional on approvals being received.
10. Applications must be received a minimum of 4 weeks before the Area Board meeting. You can find your local area boards next meeting date on the [Area Boards webpage](#).



Grant Criteria

1. Applicants must be able to evidence that their grant award will help deliver directly or indirectly at least two aims of the [Wiltshire Council Business Plan](#) and are addressing a [local priority](#) of the respective Area Board.
2. Applications must not be for:
 - a) Political or religious activities
 - b) The sole benefit of an individual
 - c) Projects already receiving funding from Wiltshire Council
 - d) Projects that address a function that is delivered or commissioned through the council
 - e) Profit making activities
 - f) Retrospective projects.
3. The maximum grant that can be applied for from a single Area Board is £5,000. For grant applications, where the total project cost is up to £500 applicants can request the full amount. For projects where the total project cost is over £500 but less than £1,000, the maximum grant that can be applied for is £500. For projects where the value is in excess of £1,000 up to 50% of the total project cost can be applied for (up to a maximum of £5,000).
 - a) The total cost of Project A is £300. The applicant can request up to £300.
 - b) The total cost of Project B is £800. The applicant can request up to £500 from the board and need to find £300 from other funding sources.
 - c) The total cost of Project C is £5,000. The applicant can request up to £2,500 from the board and need to find £2,500 from other funding sources.
 - d) The total cost of Project D is £25,000. The applicant can apply for up to £5,000 from the board and need to find £20,000 from other funding sources.
4. 'Contributions in kind' either as volunteer time or materials may be costed into your project calculations, based on a maximum of:
 - a) £50 per day for general volunteers
 - b) £100 per day where technical or professional advice is provided e.g. architect drawing up plans.
 - c) 25% of the total project costs
5. Applicants must agree in the application that if successful they will acknowledge Wiltshire Council in any publicity about the project, ensure that project documentation is retained for auditing purposes and confirm that all grant monies will be spent on the details set out in the application only.
6. Applicants must confirm that grants will be drawn down within 12 months from award and projects started within 3 months of receipt of the grant.
7. To ensure Area Board investment continues to effectively support our residents, we require all successful applicants to complete the project evaluation process. This involves completion of a short survey which will be issued directly to each successful applicant on an annual basis. Failure to do so will prevent you from being eligible to apply for a further grant in the future.

Accompanying Documentation

8. Evidence of current financial status supported by bank statements and audited accounts must be made available for inspection upon request. If you are asking the Area Board to fund any item that costs over £500, one written quote/estimate must be obtained. This must be from the supplier you intend to use. Where single items cost over £1,000 a minimum of two quotes/estimates must be obtained with an indication of the supplier you intend to use. All quotes must be on headed paper for the supplier used.
9. Where the total cost of the project for which you are seeking grant funding of up to £5,000, exceeds £50,000, a Project or Business Plan should be provided including estimates from the suppliers that you intend to use to complete your project. You can upload these documents as part of your application.
10. Applicants must have the necessary policies and procedures in place that fulfil legal requirements, including but not limited to documents that cover public liability insurance, financial statements, health and safety, equal opportunities, and safeguarding.

Grant Assessment Panel

The Grant Assessment Panel can be asked to consider grant applications that meet the criteria, however, exceed the £5,000 limit per bid and/or are across multiple Area Boards or are submitted by an organisation outside of the voluntary and community sector.

Area Board members may refer grant bids to the Grant Assessment Panel for confirmation that they meet the criteria. Grants need to be referred at least 2 weeks before an Area Board business meeting.

Further information regarding the Grant Assessment Panel can be found at www.wiltshire.gov.uk/article/6145/Area-Board-Grants

Councillor Led Initiatives

A Councillor Led Initiative can be submitted by a Wiltshire Councillor for an Area Board project which meets the grant funding criteria, but where there is no qualifying or suitable body to make the application.

An Area Board can resolve at a business meeting to ringfence funding of up to £5,000 to encourage community applications which help to deliver a particular outcome or priority. This process does not require a Councillor Led Initiative to be completed.

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For further information please visit the following website:
www.wiltshire.gov.uk

Area Board Grant Assessment Guidance

The following guidance is available to support Councillors in their Area Board grant funding decision making. The questions offer a good practice guide, however, it is understood and acknowledged that each Area Board and individual Councillor will assess projects and make decisions based on their own experience and expertise. If a Councillor is satisfied that an answer to the below question is 'yes', then the project is demonstrating best practice in that category.

If information is not clear from the form itself, further questions may be asked of the applicant in advance via the Community Engagement Manager or at the business meeting itself.

The Area Board grant assessment guidance is also available to grant applicants, in order to ensure projects are aspiring to meet the priorities of the Area Board grant funding.

Assessment Guidance
<p>Delivery to business plan and local priorities</p> <ul style="list-style-type: none"> • Does the project clearly articulate how they are delivering to two missions of the Wiltshire Council Business Plan? • Has the applicant identified a suitable local priority from your area board and set out how this project is supporting it?
<p>Project Benefits including impact and outcomes</p> <ul style="list-style-type: none"> • Does the proposed project articulate the benefits and defined beneficiaries? • Is there evidence that this project will support a large number of local residents? • Alternatively, is the applicant able to demonstrate a high impact project that may only support a smaller number of residents? • Is there evidence of how the benefits of the project will be sustained among beneficiaries in the longer term?
<p>Financial management and organisation</p> <ul style="list-style-type: none"> • Does the project demonstrate clear and sound financial management? • Has the applicant undertaken further fundraising efforts? • Is the overall project and requested Area Board investment to it cost effective? • Is there evidence that the organisation is properly governed, accounts/ decision making / regulatory bodies / reputation / affiliates? • Is a sinking fund in place or a clear financial plan to make this project sustainable? • Is a clear and robust arrangement in place to monitor the outcomes and impact of this project? For example, does the project monitor number of participants, the impact it has on them – is it striving to improve this?
<p>Evidence of local need and community involvement</p> <ul style="list-style-type: none"> • Is there evidence that the project has been devised from a clear and quantified need or demand? Has there been wider engagement to establish need? • Is this project working in partnership with other organisations? • Is local volunteering encouraged through this project?
<p>Environmental Impact</p> <ul style="list-style-type: none"> • Does this project support Wiltshire Council's ambition to become carbon neutral by 2030? A strategy overview can be found on pages 6 and 7 of the Wiltshire Council climate strategy. • Has the environmental impact of this project been considered?
<p>Addressing health inequalities</p> <ul style="list-style-type: none"> • Does the project support and include under-represented, disadvantaged, or vulnerable communities by addressing health inequalities and removing barriers to participation? • Is the applicant ensuring the project is accessible and affordable?
<p>Safeguarding</p> <ul style="list-style-type: none"> • Does the project show an acknowledgment and understanding of the importance of contextual safeguarding in communities? (link to definition of contextual safeguarding) • For projects working with young people and older and vulnerable adults is there a strong commitment to safeguarding shown?

