

AGENDA

Meeting: Westbury Area Board
Place: The Laverton, Bratton Road, Westbury, BA13 3EN
Date: Thursday 6 June 2019
Time: 7.00 pm

Including the Parishes of Bratton, Coulston, Dilton Marsh, Edington, Heywood and Westbury

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

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

Refreshments and networking opportunity from 6:30pm .

Please direct any enquiries on this Agenda to Stuart Figini (Democratic Services Officer), direct line 01225 718221 or email stuart.figini@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 Russell Hawker, Westbury West
Cllr David Jenkins, Westbury North (Chairman)
Cllr Gordon King, Westbury East (Vice-Chairman)
Cllr Jerry Wickham, Ethandune

RECORDING AND BROADCASTING NOTIFICATION

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By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and/or training purposes.

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request.

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

Items to be considered	Time
<p>1. Election of Chairman (<i>Pages 1 - 2</i>) To appoint a Chairman for 2019/20.</p>	7:00pm
<p>2. Election of Vice-Chairman To appoint a Vice-Chairman for 2019/20.</p>	
<p>3. Chairman's Welcome and Introductions</p>	7:05pm
<p>4. Apologies for Absence</p>	
<p>5. Minutes (<i>Pages 3 - 8</i>) To confirm the minutes of the meeting held on 4 April 2019.</p>	
<p>6. Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>7. Chairman's Announcements (<i>Pages 9 - 16</i>) The Chairman will make the following announcements:</p> <ul style="list-style-type: none"> • Community Open-Access Defibrillator • Community Led Housing Project • Homelessness Strategy Consultation • North Wessex Downs Walking Festival • Community Engagement Manager Update 	7:10pm
<p>8. Appointment of Working Groups and Outside Bodies (<i>Pages 17 - 40</i>) To make appointments to Working Groups and Outside Bodies for the forthcoming year:</p> <p><u>Working Groups</u></p> <ul style="list-style-type: none"> • Community Area Transport Group • LYN Management Group • Health and Wellbeing Group <p><u>Outside Bodies</u></p> <ul style="list-style-type: none"> • BA13+ Westbury Community Area Partnership • Westbury Ham Community Project (Eden Vale Youth Centre Project) • Warminster and Westbury CCTV Committee • Older Peoples Champion 	7:25pm

9.	<p>Shared Lives Service</p> <p>To receive a presentation about the Shared Lives Service.</p>	7:40pm
10.	<p>Partner and Community Updates (<i>Pages 41 - 60</i>)</p> <p>To receive any updates from partners including:</p> <ul style="list-style-type: none"> • Wiltshire Police • Dorset and Wiltshire Fire and Rescue Service • Westbury LYN • BA13+ Community Area Partnership • Healthwatch Wiltshire • NHS Wiltshire Clinical Commissioning Group • Town and Parish Councils 	8:00pm
11.	<p>Connecting Chapmanslade</p> <p>To hear a presentation about the Connecting Chapmanslade project.</p>	8:10pm
12.	<p>Grant Funding</p> <p>To consider an application for funding from the Community Area Grants Scheme from Bratton Remembrance Garden (report to follow).</p> <p>To consider any funding requests from the Community Area Transport Group.</p>	8:20pm
13.	<p>Urgent items</p> <p>Any other items of business which the Chairman agrees to consider as a matter of urgency.</p>	
14.	<p>Future Meeting Dates, Forward Plan, Evaluation and Close</p> <p>The next meeting of the Westbury Area Board will take place on:</p> <p style="text-align: center;">Thursday 25th July 2019 at The Laverton Hall, Westbury BA13 3EN</p> <p>Future Meeting Dates:</p> <p>Thursday 10th October 2019 at The Laverton Hall, Westbury BA13 3EN Thursday 5th December 2019 at The Laverton Hall, Westbury BA13 3EN</p>	

Extract from Part 3 of the Constitution: Appointment of Chairmen and Vice-Chairmen of Area Boards

4.9 The chairman and vice-chairman of an area board will be appointed at the first meeting of an area board, which takes place after the annual meeting of the Council, by the unitary councillors on each area board, except in an election year where after the first meeting of Full Council a special meeting of each area board will take place to appoint a chairman and a vice-chairman.

4.9.1 The Democratic Services representative will call for nominations for the position of chairman of the area board. A councillor's nomination must be seconded to be valid. A councillor shall not be nominated in his/her absence without their written consent.

4.9.2 In the event of only one valid nomination being received the person presiding will declare the nominated councillor elected.

4.9.3 In the case of two valid nominations the Democratic Services representative will ask for a show of hands from those councillors in favour of each councillor and declare the candidate receiving the majority of votes of the councillors present and voting, to be the winner.

4.9.4 In the case of an equality of votes for the two candidates, the Democratic Services representative shall draw lots to determine the winner of the election and then declare the result.

4.9.5 In the case of three or more valid nominations being made, the Democratic Services Representative will call for a show of hands for each of the candidates. The Democratic Services representative will then announce the candidate with the least number of votes and that candidate will be eliminated (in the case of a tie for the least number of votes, the Democratic Services representative shall draw lots to determine which candidate to be eliminated). A further vote shall be taken for the remaining candidates and after each vote the candidate with the least number of votes shall be eliminated until only two candidates remain and a final vote taken.

4.9.6 The newly elected Chairman of the Area Board shall then preside over the election of the Vice Chairman in the manner described above with the ability to use a casting vote in the event of an equality of votes.

4.9.7 With the exception of an election year, the chairman and vice chairman of an area board shall remain in post until their successors are appointed.

MINUTES

Meeting: WESTBURY AREA BOARD
Place: The Laverton, Bratton Road, Westbury, BA13 3EN
Date: 4 April 2019
Start Time: 7.00 pm
Finish Time: 8.10 pm

Please direct any enquiries on these minutes to:

Stuart Figini (Democratic Services Officer), Tel: 01225 718221 or (e-mail) stuart.figini@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Russell Hawker, Cllr Gordon King (Vice-Chairman, in the Chair) and Cllr Jerry Wickham

Wiltshire Council Officers

Graeme Morrison - Community Engagement Manager
Stuart Figini – Senior Democratic Services Officer
Diane Ware – Highways Officer

Town and Parish Councillors

Westbury Town Council – Sheila Kimmins

Partners and other attendees

Wiltshire Police – Insp James Williams, WPC Louise Oakley
BA13+ Community Area Partnership – Carole King
Westbury Community Project – Tina Devereaux
Sovereign Housing Association – Scott Jacobs Lange
Leigh Park Community Centre – Debbie Cole
Save Our Children's Centre – Nadine Crook

Total in attendance: 15

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>Cllr Gordon King, Vice Chair in the Chair, welcomed everyone to the meeting of the Westbury Area Board.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Cllr David Jenkins – Chairman, Phil McMullin representing BA13+Community Area Partnership and Ian Cunningham representing Westbury Town Council.</p>
3.	<p><u>Minutes</u></p> <p>Decision The minutes of the meeting held on 21 February 2019 were agreed as a correct record and signed by the Chairman.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the following announcements:</p> <ol style="list-style-type: none"> 1. Children's Centres Consultation – The Area Board heard from Nadine Crook, resident of Warminster and user of a Children's Centre in Westbury, about her campaign to save the Westbury Children's Centre. 2. The Community Area Grant request from West Wiltshire Group of Ramblers for footpath improvements in Heywood had been withdrawn as the requested equipment could be provided without the need for a grant.
6.	<p><u>Highways Schemes 2019-2020</u></p> <p>The Area Board received a presentation from Diane Ware, Highways Officer and a report of the Cabinet Member for Highways, Transport and Waste about the Road Surfacing Programme 2019/20.</p> <p>The report provided information on the progress made in improving the condition of the County's roads and advised on the road surfacing schemes to be undertaken in 2019/20, including the schemes for Westbury.</p> <p>The Area Board noted that appendix 2 to the report detailed the provisional list of roads for treatment over the next five years. The list was based on current road conditions and their anticipated deterioration of condition. The Highways</p>

	<p>Officer reported that the list would be reviewed annually to ensure that priority sites are treated to maintain road safety. The Area Board were encouraged to identify any sites of local concern which may need to be prioritised over the five year timespan.</p> <p>Resolved: The Area Board:</p> <ul style="list-style-type: none"> i. Welcomes the road surfacing work and repairs carried out in 2018/19 and notes the improvements in the overall condition of Wiltshire’s roads in recent years; ii. Approves the highway maintenance scheme list for the Westbury area in 2019/20; and iii. Notes the new five-year programme to be reviewed annually to ensure best value for money and whole life costing for the highways asset.
7.a	<p><u>Wiltshire Walking Projects</u></p> <p>The Area Board received a presentation from the Community Engagement Manager about promoting walking as part of a healthy lifestyle. He indicated that the Get Wiltshire Walking Team held inclusive community walks for all abilities every Thursday morning from the Health Centre in Westbury. The walks could contribute towards an individuals or teams recorded activity linked to the Big pledge 2019 event.</p>
7.b	<p><u>The Big Pledge</u></p> <p>The Area Board received a presentation from the Community Engagement Manager about the ‘Big Pledge 2019’. He explained that the Big Pledge 2019 would be launched on 7 May 2019, with a start date of 3 June and goes on until 14 July 2018. He explained that this year’s event is linked to the cricket World Cup and those taking part would be logging the amount of time they were active, scoring virtual runs and attempting to make a century.</p> <p>The Area Board noted that schools were being encouraged to take part with the first 50 to sign up receiving a free kit bag.</p>
8.	<p><u>Penleigh Park Recreation Ground</u></p> <p>The Area Board received an update report on the progress in adopting a portion of the green space at Penleigh Park recreation Ground, Westbury. It was noted that the Council’s legal team had recently contacted Persimmon seeking a response to queries about the S106 agreement. Updates would be provided at future Area Board meetings.</p>

9.	<p><u>POPCAN - Summer Events</u></p> <p>The Area Board received a presentation from Scott Jacobs Lange, Sovereign Housing Association, about a fun day to be held at Penleigh Recreation Ground on 9 June 2019. Mr Jacobs Lange commented on the activities for the day and explained that the fun day would build on the work undertaken over the last year to encourage community volunteers to engage with and take forward new projects to improve the local area.</p>
10.	<p><u>Partner and Community Updates</u></p> <p>The Area Board received and noted the following updates from key partners:</p> <p>(a) Wiltshire Police Insp James Williams presented his report which referred to (i) Wiltshire Police supporting the national week of action for Operation SCEPTRE (the Metropolitan Police’s response to knife crime, launched in 2015); (ii) the connection between knife crime and county lines; (iii) staffing update; (iv) crime exceptions data for Westbury; (v) community policing priorities in the Westbury area; and (vi) community speedwatch. Insp Williams responded to an issue raised at the meeting on the work being undertaken by the Police to work with public health and major partners to combat knife crime and its causes.</p> <p>(b) Dorset and Wiltshire Fire & Rescue Service The written report was received and noted.</p> <p>(c) Westbury LYN The Area Board considered a Local Youth Network grant application from Sovereign Housing Association for £1,000, for a fun day. The Area Board were reminded that the Local Youth Network had allocated its budget for the current year, and therefore, there were no requests for funding.</p> <p>Resolved:</p> <p>That the Youth Grant application for Sovereign Housing Association for £1,000, towards a young people’s activity fun day be agreed.</p> <p>(d) BA13+ Community Area Partnership The written report was received and noted.</p> <p>Carole King (Chairman of the BA13+ Community Area Partnership) presented the report and commented on a recent litter pick along Frogmore Lane and Slag lane; and the resupply of safe location boxes.</p> <p>(e) Healthwatch Wiltshire The written report was received and noted.</p> <p>The Chairman commented on the launch of a Community Cash Fund by Healthwatch Wiltshire for local groups to apply for £2000 to start projects in their local community. Unfortunately, the deadline for grant</p>

	<p>applications had passed a few days before this meeting.</p> <p>(f) Wiltshire Clinical Commissioning Group (CCG) The written report was received and noted.</p> <p>(g) Town and Parish Councils The Area Board received an update from Dilton Marsh Parish Council.</p>
11.	<p><u>Community Area Grants</u></p> <p>The Area Board considered two applications for Community Area Grants Scheme funding as detailed in the agenda pack. The applicants gave a brief statement about the reasons for the grant request.</p> <p>The Area Board were reminded that the Community Area Grant request from West Wiltshire Group of Ramblers for footpath improvements in Heywood had been withdrawn as the requested equipment could be provided without the need for a grant.</p> <p>Resolved:</p> <p>1. That the following grant applications be agreed:</p> <p>a. Leigh Park Community Centre - £5,000 towards the establishment of a pre-school at the Centre</p> <p>b. Edington parish Council - £1,100 towards a community defibrillator.</p>
12.	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
13.	<p><u>Future Meeting Dates, Forward Plan, Evaluation and Close</u></p> <p>The next meeting of the Westbury Area Board will be held on Thursday 6 June 2019 – Venue to be agreed.</p>

Chairman's Announcements

Subject:	The Maltings and Central Car Park Masterplan Consultation
Web contact:	http://consult.wiltshire.gov.uk/portal

Wiltshire Council is consulting on a draft masterplan for the redevelopment of The Maltings and Central Car Park, Salisbury. Once the masterplan has been endorsed by Wiltshire Council it will provide a clear approach for how the site is to be redeveloped over the coming years.

Availability of documents

The draft masterplan for The Maltings and Central Car Park and information on how to make comments will be published on **Monday 15th April 2019**. The documents will be available on the Wiltshire Council website at: www.wiltshire.gov.uk/planning-policy

Paper copies will also be made available to view during normal opening hours at:

- Salisbury Library
- Wilton Library
- Downton Library
- Amesbury Library
- Durrington Library
- Five Rivers Health and Wellbeing Centre, Salisbury
- Wiltshire Council offices in Salisbury (Bourne Hill)
- Wiltshire Council offices in Trowbridge (County Hall)

How to comment

Comments from the public are invited on the draft masterplan from **9:00am Monday 15th April** until **5:00pm Friday 24th May 2019**. Comments can be made:

- Online via the council's consultation portal: <http://consult.wiltshire.gov.uk/portal>
- By email to majorprojects@wiltshire.gov.uk
- By post to: Major Projects, Wiltshire Council, The Council House, Bourne Hill, Salisbury, Wiltshire, SP1 3UZ

Public exhibition

A public exhibition will be held on **Tuesday 23rd April** from **9:30am - 6:45pm** at Salisbury Guildhall. Wiltshire Council officers will be available during this time to answer questions about the draft masterplan.

Next steps

All comments received during the consultation period will be taken into consideration. A final version of the masterplan for The Maltings and Central Car Park will be prepared taking into account the comments that are received during the consultation, before being presented to Wiltshire Council's Strategic Planning Committee for endorsement.

Any queries should be made to Major Projects on 01722 434354 or by email to majorprojects@wiltshire.gov.uk

Chairman's Announcements

Subject:	Community Led Housing Project in Wiltshire
Web contact:	communityledhousing@wiltshire.gov.uk http://www.wiltshire.gov.uk/housing-community-fund

What is Community Led Housing?

Community led housing is about local people playing a leading and lasting role in solving local housing problems, creating genuinely affordable homes and strong communities in ways that are difficult to achieve through mainstream housing.

Community led housing can empower local communities, making them more resilient and able to address issues such as affordable housing and the need for downsizer accommodation.

What is the Wiltshire Community Led Housing Project?

Wiltshire Council, in partnership with Community First and Wiltshire Community Land Trust, has set up a partnership project to advise and support communities to address their housing needs.

The project vision is to enable and support community groups to deliver housing development that provides defined community benefits which are protected in perpetuity; and to provide a legacy for community led development. Localism and innovation lies at the heart of this and it will help to build stronger and more resilient communities. Community led housing can be complimentary of the on-going Neighbourhood Planning work of the council and its communities.

Community led housing needs to have meaningful community engagement and has to have widespread community support. This means the community needs to have a common vision and shared values; they need to be empowered. This project supports and enables groups seeking to deliver alternative solutions to their community needs beyond the mainstream delivery mechanisms. It can also support community groups working in a developer-community partnership.

The project team has been established with two project managers, a senior planning officer and a housing enabler. It is a cross service project. Grant funding is currently available to groups to help with start-up subject to qualifying terms and conditions.

What has happened so far and what will be happening?

The project is currently supporting seven community groups across Wiltshire including the formally incorporated Seend Community Land Trust. This group have been supported in their establishment, and land identification and negotiation work. Going forward, further support will be given through the planning, building and living stages of their projects as appropriate. They started as individuals, formed a steering group and became a legally recognized community led housing group formulating their own development proposals to serve their community needs.

The team are keen to build as wide a network of community led housing groups as possible throughout Wiltshire. We want to speak to anyone who is interested in trying to take a leading role in addressing community housing issues.

Chairman's Announcements

For further information, or to arrange a conversation with one of the project managers please contact the project team at: communityledhousing@wiltshire.gov.uk.

Subject:	Homelessness Strategy Consultation
Web contact:	Weblink to consultation

A consultation has been launched on how we can prevent homelessness and help those who are homeless to find a home.

Wiltshire Council is asking for views on its new strategy which sets out priorities and actions to work with those who are homeless or threatened with homelessness, to help them secure and keep a good home.

Ashley O'Neill, Portfolio Holder for Housing, said: "We are making real progress in tackling homelessness in Wiltshire, but we can never be complacent – we always need to do more"

"We need to think creatively, deliver a wide range of services and have effective, strong, partnership working to prevent homelessness, and provide the homeless with support to tackle the cause of their homelessness."

"This strategy will rely on stakeholders and the communities in Wiltshire and we would like people to let us know their views so we can all make a positive impact on preventing homelessness into the future."

The consultation will seek views on five priorities:

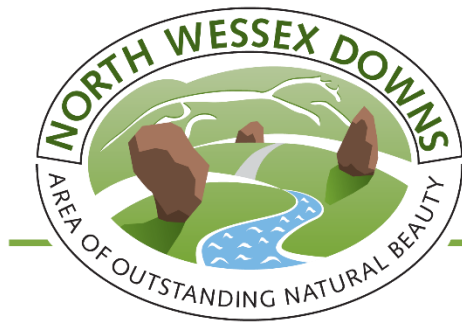
- Reducing rough sleeping
- Identifying and preventing homelessness at the earliest possible stage
- Ensuring services are designed to prevent homelessness and support those who are homeless.
- Ensuring those who are threatened with homelessness or who are homeless can secure and keep a suitable home.
- Maintaining effective strategic direction and partnership working

Each priority has a number of actions. These include increasing street outreach, developing a resettlement support service, and ensuring there is more housing available to help the homeless.

The strategy has been informed by Wiltshire Council's Homelessness Review 2018 and Homeless Health Needs Assessment. It also follows the national Homelessness Reduction Act 2017, which introduced a new legal duty on specified public services to refer customers who may be homeless or threatened with homelessness to a local housing authority.

You can access the consultation at

<https://surveys.wiltshire.gov.uk/snapwebhost/s.asp?k=155240979642>



NORTH WESSEX DOWNS WALKING FESTIVAL 8-23 JUNE 2019



Announcing the First North Wessex Downs Walking Festival

8th – 23rd June 2019

Get outdoors during the very first North Wessex Downs Walking Festival this June. With over a dozen walks across the region - from Avebury to Marlborough as well as further afield to Goring, Wantage and Facombe, the walking festival presents the perfect opportunity to breathe deeply, stretch your legs and take in the views of the gorgeous countryside on our doorstep.

Running from 8th to 23rd June, many of the walks are free of charge and range from a pushchair-friendly stroll around the lovely lanes of Huish in the Pewsey Vale to a navigation skills workshop starting from Avebury. There are fascinating wildlife walks on offer at Stonebridge Wild River Reserve with ARK at Marlborough as well as Letcombe Brook in Wantage and Freemans Marsh in Hungerford. Or simply let your walk leader tell you about the history and landscape as you pass through some of the lesser-known areas of the AONB.

Go to the North Wessex Downs website for detailed information about all the walks and to book.

www.northwessexdowns.org.uk/walkingfestival

Calendar of Events

Saturday, 8th June 2019 9.30am	A 'Venerable' Nordic Walk from Blewbury – exploring the historic villages & landscape of the Downs. 11 miles (6 hours). Strenuous. Pay on day - £8
Sunday, 9th June 2019 10.30am	Facca's Valley: The woods, hills & valleys of the Facombe Estate – a peaceful walk with plenty of wildlife, wildflowers and views. 3 miles (2 hours). Moderate. Free
Monday, 10th June 2019 10am	Navigation Skills Workshop from Avebury – improve your skills and techniques to increase personal confidence. 10 miles (5.5 hours). Moderate. £8.50
Tuesday, 11th June 2019 10am	A Guided Walk from Goring: Poets & Giants – discover giants and walk in the ancient footsteps of wayfarers and poets. 12 miles (7 hours). Strenuous. £5.50

Wednesday, 12th June 2019 10am	The Setting of Ashdown House – take in the magnificent setting of the house in a little valley just north of Lambourn. 4 miles (2 hours). Moderate. Free
Wednesday, 12th June 2019 5pm	An Early Evening Stroll from Huish – a family friendly wander through lovely lanes with various start points. Up to 3 miles (1 hour). Easy. Free
Thursday, 13th June 2019 2pm	Discovering Aston Tirrold's History & Wildlife – landscape, wildlife and history. 3 miles (2 hours). Easy. Free
Friday, 14th June 2019 10.30am	Bedwyn Brail, Wilton & Crofton: A rail-friendly walk – a tranquil walk through Bedwyn's local history 5 miles (2 & ³ / ₄ hours). Easy. £2.00
Saturday, 15 th June 2019 2pm	Saturday Afternoon Hike at Alton Barnes White Horse – a sociable and fun walk. 6 miles (2 hours). Moderate. £9.00
Sunday, 16th June 2019 10am	Letcombe Brook Wildlife Walk – a family friendly wildlife walk along the route of the brook 4.5 miles (up to 3 hours). Easy. Free
Wednesday, 19th June 2019 7pm	Exploring Freeman's Marsh in Hungerford – visit and investigate the plants and creatures of this beautiful green space ½ mile (up to 2 hours). Easy. Free
Thursday, 20th June 2019 10.30am	Big Skies & Hidden Valleys: The Manors of Vernham Dean – walk up onto the roof of this hidden corner of the landscape. 4 ½ miles (up to 2 ½ hours). Moderate. Free
Friday, 21st June 2019 10am	A Wildlife Walk Around Stonebridge Wild River Reserve with ARK – with Action for River Kennet's project officer, Anna Forbes. 1 mile (2 hours). Easy. £5.00
Sunday, 23rd June 2019 10am	One Lump or Two: Ladle Hill and Beacon Hill – two walks in one, choose to do one or both of these “aller et retour” routes. 5 miles minimum (2 ¼ hours min). Moderate/Strenuous. Free

For more information either visit the website or email info@northwesexdowns.org.uk

WESTBURY AREA BOARD
6 JUNE 2019

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2019/20

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2019/20.

2. Background

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. The Area Board is also invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2018/19.
- 2.3. Similarly, the Area Board is invited to appoint a named Champion to work with the Area Board and Health and Wellbeing Group for 2019/20, the role description is attached at **Appendix D**.

3. Main Considerations

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget of Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. In 2014 all Area Boards appointed Local Youth Network (LYN) Management Groups to coordinate wider LYNs, sub-groups of the Area Boards, to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C and may be reviewed by the Leader on an annual basis.
- 3.3. Some Area Boards have also established working groups to consider and facilitate the development of Health and Wellbeing Centre proposals. Where these have Terms of Reference it is for the Area Board to determine and amend where required.

- 3.4. From 2015, Area Boards have been able to establish a local Health and Wellbeing Group to consider health and wellbeing priorities in their local area. These groups are sub-groups of the Area Board and their Terms of Reference can be found in Appendix C.
- 3.5. A key role within the Health and Wellbeing Group is that of the local 'Champion' who works with the Area Board to address priorities for older people and carers. The role description is attached at Appendix D and the Area Board is asked to appoint to this position.
- 3.6. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

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 Under Wiltshire Council's constitution appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. 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 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 Councillor representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
- c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.
- d. Appoint Sandie Lewis as Older People's Champion for the Westbury Area Board, in accordance with Appendix D.

Libby Johnstone
Democratic Services Team Lead
01225 718214
libby.johnstone@wiltshire.gov.uk

Appendices:

Appendix A – list of appointments to Outside Bodies
Appendix B – list of appointments to Working Group(s)
Appendix C – Terms of Reference for Working Group(s)
Appendix D – Champion role description

Unpublished background documents relied upon in the preparation of this report

None.

WILTSHIRE COUNCIL OUTSIDE BODIES

Name of Outside Body	Appointed by	Number of Reps Required	Names of Reps	Date Appointed	Voting Rights	Meetings per year	Why Reps Required
BA13+ Westbury Community Area Partnership	Westbury AB	1	Cllr Gordon King	15-Jun-17	No	4	Rep adds council perspective to crime issues
Westbury Ham Community Project (Eden Vale Youth Centre Project)	Westbury AB	1	Cllr Gordon King	15-Jun-17	No	6	To inform on the development of the Community Area Plan
Westbury Lyn	Westbury AB	1	Cllr David Jenkins	15-Jun-17	Yes	4	Area Board representation for young people
Westbury Health and Wellbeing Group	Westbury AB	2	Cllr Gordon King Cllr Jerry Wickham	15-Jun-17	Yes	4	Area Board / Stakeholder representation on this Area Board Sub-Group
Warminster and Westbury CCTV Committee	Westbury AB	1	Councillor Russell Hawker	15-Jun-17	No		

Appointments to Working Groups **Westbury Area Board**

Community Area Transport Group:

Councillor Russell Hawker
Councillor David Jenkins
Councillor Gordon King
Councillor Jerry Wickham
Wiltshire Police
Westbury Town Council
Bratton Parish Council
Dilton Marsh Parish Council
Coulston Parish Council
Edington Parish Council
Heywood Parish Council
Community Area Partnership

LYN Management Group:

Councillor David Jenkins
Graeme Morrison – Community Engagement Manager
Kerry Pearce (Fairfield Farm College)
Amy Hardman (Wiltshire Police)
Rob Guy (Wiltshire & Dorset Fire and Rescue)
3 young persons

Health and Wellbeing Group:

Councillor Gordon King
Graeme Morrison – Community Engagement Manager
BA13+ Partnership
PfP (Places for People) leisure centres: Westbury Pool – Colin Larrigan and
Leighton Recreation Centre – Keith Brunsden
Sandie Lewis – Older People’s Champion
Deb Griffin – Health Trainer
Management team of the White Horse Health Centre
Dorothy House
Alzheimer’s Support Wiltshire
Westbury Town Council

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

The CATG will normally be made up of not more than 10 members from the following groups:

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

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

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 CATG will cease when a member ceases to hold the stated office as when first appointed.

The CATG 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 CATG Members

Appointment of members to the CATG 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 CATG (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 CATG must not issue press statements on behalf of the Area Board.

Any press statements about the work of the CATG should be agreed between the Chairman of the CATG and the Chairman of the Area Board.

Meetings

It is recommended that the CATG meet at least four times a year. 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 Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary. Additional support will be provided outside of the meeting by the Corporate Office Business Support unit, as per Area Boards.

Terms of Reference

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

The CATG's terms of reference are set out at Appendix A:

Appendix A**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 Highways and Transport. The funding allocation is for 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 maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

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.

(Cabinet Member Decision HT-021-10)

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 in excess of the total discretionary amount available.

(Cabinet Member Decision HT-026-11)

3. C & UC roads speed limit review

To make recommendations to the Area Board as to the priority routes for review on C Class and unclassified roads in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-027-11)

4. Waiting restrictions

To make recommendations to the Area Board regarding waiting restrictions in areas where the Town or Parish Councils do not wish to undertake this function.

(Cabinet Member Decision HT-031-11)

5. 20mph speed restrictions – review and implementation

To make recommendations to the Area Board as to the priority routes/areas for review and implementation of 20mph speed restrictions in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HSB-007-13)

6. Other decisions

To make recommendations to the Area Board regarding any other local highways issues when requested.

Positive Activities for Young People Local Youth Network (LYN) Terms of Reference

September 2014

1. Purpose

Definition of a Local Youth Network

A Local Youth Network (LYN) is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate a range of positive activities across the community area. Young people play a central role in all aspects of the LYN.

Local Youth Networks will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for positive activities for young people should be deployed.

The obligations of the Community Area Board are set out in the *'Leaders Guidance for Community Area Boards on Positive Activities for Young People'*.

2. Membership

The LYN may include representatives of:

- Members of the Community Area Board
- Young people (see below)
- Schools
- Town and Parish Councils
- Community and voluntary organisations and groups
- Police
- Health organisations
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of young people

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

Young people must play a central role in all aspects of the LYN including the design, development, delivery and review of the local positive activities offer.

LYNs are encouraged to use a variety of methods to ensure young people participate and are involved in decision-making processes. Existing Youth Advisory Groups (YAGs) may provide a useful forum for involving young people, although the decision to retain these groups is for local determination.

LYNs must ensure that consultation with young people is representative and takes into account the views and needs of underrepresented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the LYN

All members will be required to:

- Take an active part in the development of the LYN 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 with the LYN relevant to their organisation/stakeholders/sector.
- Contribute any information that may have a bearing on positive activities and ensure that this is shared with the LYN.
- Champion the voice and influence of young people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the LYNs activities.
- Respect all members of the LYN and invited representatives.
- Work to improve outcomes for young people and ensure high quality safeguarding practice.

3. Structure and operation

The wider LYN may come together at events, workshops, youth fairs, meetings and consultations, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the LYNs activities. The Chair of the group will be decided locally (and could be a young person). The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of no more than ten members including:

- The chairperson and such other Area Board representatives as wish to attend
- Young people (at least 2)
- A local school representative
- Voluntary/community sector representative
- Any other key stakeholders identified locally

The management group will be supported by:

- The Community Youth Officer
- The Community Area Manager / Community Engagement Officer
- Such other officers as may be appropriate

The appointment of members (excluding officers) to the management group will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, 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 management group (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.

If nominal membership of the management group exceeds ten members, attendance at meetings should be sought by those most appropriate to the agenda.

Key responsibilities for the management group include:

- Facilitating and coordinating the process to design, develop, deliver and review positive activities for young people in the local area;
- Maintaining regular and effective communication between all members of the LYN;
- Developing a written overview of the needs, outcomes, priorities and objectives for positive activities in the local area;
- Making recommendations to the Community Area Board on how positive activities funding should be deployed (to include evaluating grant requests and identifying suitable suppliers of positive activities);
- Overseeing the work plan of the Community Youth Officer;
- Monitoring and reporting on the quality and effectiveness of local youth activities;
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

The frequency, location and format of LYN activities should be determined locally, however it is recommended that the management group meets at least six times per year.

4. Media Relations

Members of the LYN may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the LYN should be agreed with between the LYN and Chairperson of the Community Area Board.

5. Review

These terms of reference are subject to change and may be reviewed by the Leader on an annual basis.

Community Area Health and Wellbeing Group Terms of Reference

1. Purpose

Definition of a Health and Wellbeing Group (HWG)

The Health and Wellbeing Group is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate well-being across the community area. People and organisations living and working in the community play a direct role in setting the agenda for this group.

HWGs will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for activities should be deployed.

2. Membership

The Health and Wellbeing Groups may include representatives of:

- Members of the Community Area Board,
- Older Peoples Champion,
- Carers Champion,
- People from the community,
- Town and Parish Councils,
- Health and social care commissioners,
- Community and voluntary organisations and groups,
- Community transport providers,
- Police,
- Fire and rescue services,
- GP Practices,
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of older people.

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of people

People living in the community must play a central role in all aspects of the Health and Wellbeing Groups including the design, development, delivery and review of the local activities.

Health and Wellbeing Groups are encouraged to use a variety of methods to ensure people participate and are involved in decision-making processes. Existing groups may provide a useful forum for involving people, although the decision to retain these groups is for local determination.

Health and Wellbeing Groups must ensure that consultation with people is representative and takes into account the views and needs of under-represented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the Health and Wellbeing Groups

All members will be required to:

- Take an active part in the development of the Health and Wellbeing 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 with the Health and Wellbeing Group relevant to their organisation/ stakeholders/sector.
- Contribute any information that may have a bearing on activities for older people and ensure that this is shared with the Health and Wellbeing Group.
- Champion the voice and influence of people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the Health and Wellbeing Groups activities.
- Respect all members of the Health and Wellbeing Group and invited representatives.
- Work to improve outcomes for people and ensure high quality safeguarding practice.

3. Structure

The Health and Wellbeing Groups should come together on a quarterly basis, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the Health and Wellbeing Groups activities. The Chair of the group will be decided locally and could be any member of the Group. The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of:

- The Chairperson
- Older Persons Champion/ Carers Champion
- Community Engagement Manager
- Commissioning representative (Community Commissioner)

The appointment of Councillors (excluding officers) to Health and Wellbeing Groups will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required, the Chairperson and Community Engagement Manager may appoint additional people to the management group if it is felt their involvement would be important for the function of the group.

Alternative people can represent people at the management group, however, it is preferred that the same representative attends if possible to ensure consistency of membership.

4. Responsibilities of the Health and Wellbeing Groups

Key responsibilities for the Health and Wellbeing Groups include:

- Awarding grants that support the priorities identified in the local Joint Strategic Needs Assessment (JSNA).
- Ensuring that any grants and activities take into account any applicable safeguarding implications.

- Making recommendations to the Community Area Board on how priorities for funding should be determined (to include evaluating opportunities for applying for grants)
- Monitoring and reporting on the quality and effectiveness of local activities and grants.
- Based on the JSNAs, local intelligence and Area Board priorities coordinating joint working to deliver these objectives.
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

5. Funding

Area Boards will have an annual revenue budget allocated to them. The Health and Wellbeing group will advise the Area Board on how these funds should be allocated. Health and Wellbeing Groups will be able to bid, apply for funding from other sources and would also be expected to feedback to commissioners on priorities for the Countywide contracts.

6. Media Relations

Members of the Health and Wellbeing Groups may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the Health and Wellbeing Groups should be agreed with between the Health and Wellbeing Groups and Chairperson of the Community Area Board.

7. Review

These terms of reference are subject to change and should be reviewed by the Cabinet Member for Adult Care and Health on an annual basis.

Volunteer Role Description

Older People & Carers Champion

Purpose of the role

The Council wishes to encourage Area Boards to identify champions in each of the county's community areas who will have a key role in representing the views of older people and carers at both a local and county wide level.

Furthermore volunteers will be asked to:

- Talk to and seek the views of older people and/or carers in their local communities on matters related to services provided by the Council or NHS and represent these views at area boards.
- Work with area boards and local voluntary groups to encourage joint working and share experience to help new local groups set up.
- Advocate for older people and/or carers and be a focal point for identifying what service improvements or developments are required.
- Link with and report to the Community Engagement Manager.
- Talk to older people or carers to obtain their views about services. They will represent these views at Area Board meetings or other meetings as requested and discuss with the Council and CCG Commissioners the priorities for older people or carers and work with them on service improvements and developments.
- Provide a focus for the exchange of views and information between older people and/or carers and the Council's adult care and housing services.
- Work with the Area Boards on service improvements and developments to meet the needs of people in community areas.
- Attend area boards to report back on older people and carers issues.
- Attend meetings with other champions and the Council.
- Participate in induction training and ongoing personal development where appropriate. This will include mandatory elements essential for carrying out the role, such as safeguarding which must be completed prior to any volunteering taking place

- Use appropriate claim forms when claiming mileage or expenses
- Comply with Health and Safety Regulations.
- Register as a Wiltshire Council volunteer
- Registration with Fleet Services if the role includes driving on behalf of Wiltshire Council

Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all volunteers volunteering with these groups are asked to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people and/or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern, the Council's agreed Child Protection or Adult Safeguarding procedures will be followed.

Volunteer Skills and Qualities Checklist

Older Peoples Champion:

- An ability to make a minimum commitment, as specified per role description.
- An understanding of the issues facing older people in today's society, especially loneliness and social exclusion
- An ability to comply with all relevant policy guidelines.
- An ability to maintain boundaries concerning the role and relationship with members of the community
- An ability to listen and communicate with people.
- An ability to recognise own limits of knowledge and responsibility and to be willing to seek advice and support from the Community Engagement manager or other relevant staff.
- A willingness to participate in induction training and team meetings wherever necessary.
- A commitment to non-judgemental practices.
- A willingness to undertake an enhanced disclosure check with the disclosure and barring service (DBS). The organisation will arrange to cover the cost of this.

Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all volunteers volunteering with these groups are expected to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people and/or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern, the Council's agreed Child Protection or Adult Safeguarding procedures will be followed.



WESTBURY AREA BOARD REPORT – JUNE 2019

Hello and welcome to this month's Community policing report.

Crime stats - latest quarterly figures

Wiltshire has seen a drop of 3 per cent in the number of overall recorded crimes in the county, according to crime statistics out today (25/04).

Between January 2018 and December 2018, Wiltshire Police recorded 42,483 crimes overall – a decrease compared to the previous 12 months.

Burglaries and vehicle crime dropped by 25 per cent and 26 per cent respectively, while thefts from a person dropped by 15 per cent and thefts, in general, went down by 10 per cent.

Angus Macpherson, Wiltshire and Swindon's Police and Crime Commissioner, welcomed the latest figures and said they showed Wiltshire was continuing to 'punch well above its weight' for a small, rural force and was working hard to deliver the best service possible within the funding awarded.

He said: "Overall, Wiltshire is a safe county and I am pleased to see these latest figures really highlight the hard work that is being done by the Force to continually maintain this aspiration for our communities.

"We are a small, rural force that is striving to punch above its weight in delivering first-class policing and these figures show that we are continuing to deliver.

"Our improved recording practices, which Wiltshire Police has been focusing on 18 months ahead of most other forces, has helped with the accuracy of these figures.

"It is heartening to see that burglary and vehicle crime have dropped considerably and this is a result of me challenging the Chief Constable and his team on the improvement on burglary and vehicle crime numbers.

"This type of scrutiny is essential to ensure Wiltshire Police continues to deliver for the communities it serves."

Despite the overall drop, recorded robbery saw an increase of 79 incidents in 2018 compared to 2017 figures (that's a 31 per cent increase), alongside a 25 per cent increase in stalking and harassment.

Angus added: "The increase in any crime, especially robbery, stalking and harassment, is concerning to me, however I am pleased to see the Force is robustly responding to the concerns that I, and the wider community, have about these crimes.

"As a county, the average number of robberies is low compared to other areas of the country and even small increases push the percentages up.

"I remain committed to ensuring that victims will be heard and have the confidence to report crime

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to Wiltshire Police and receive support from their very first call - and throughout the criminal justice process - when they do.

“My pledge is to continue to fund a number of victim support services across the county to ensure that this continues to be the case.”

Assistant Chief Constable Craig Holden also welcomed the figures.

He said: “The reduction in the overall crime figures is really positive news; however we are not complacent and remain focused when it comes to tackling all crimes and offenders.

“It is concerning to see a rise in robbery as I know this is an offence that can increase the fear of crime to communities. As a small force with a large rural footprint, robbery offences are generally low.

"This means that when there is a small increase in numbers of recorded crimes, the percentage increase can be high, as seen in the statistics. It's worth noting that these robbery figures returned to normal after just two spikes in February and June 2018.

"We have robust methods of scrutiny and compliance to ensure we have accurate recording of crime, including robbery and we believe that this high level of recording accuracy has contributed to the figures for Wiltshire.

The introduction of the Community Tasking Teams has been a positive step in targeting priority offenders. They have had a significant impact in reducing burglaries and the same teams are applying a similar focus to robberies, which I believe will support a reduction over the next few months."

CHANGES TO THE WEST WILTSHIRE COMMUNITY POLICING TEAM (CPT)

I am pleased to confirm Inspector Andy Fee has returned to lead the team once more, following a period of secondment, to Public Protection Department

Following Inspector James Williams’ recent promotion, we have welcomed Police Sergeant Dan Green to the West Wiltshire Community Policing Team as Deputy Sector Sergeant.

Pc Helen Daveridge has been successful in becoming a Community Coordinator and will be taking over the Westbury, Warminster, Tisbury and Mere area.

Pc Richard Salter will join the team shortly as a new Community Coordinator, and will be taking over Tisbury and Mere from Pc Daveridge, and new responsibility for Military liaison and parts of Salisbury Plain area

Pc Lee Pelling will be moving areas, and will be the Community Coordinator for the Melksham area

Pc Charlotte Chilton remains as the Community Coordinator for Trowbridge area

Pc Darren Foulger has been successful in becoming a Community Coordinator for Bradford on Avon area

Bringing our team of Community Coordinators to 5

PCSO News

PCSO Josh Fish will join EG11 – Westbury Town

feedback@wiltshire.police.uk

CRIME EXCEPTIONS DATA

These figures are based on an evaluation of data, over a two year rolling period. Using this data we can predict what figure is the average that should be reported in a specific month, and what are the higher and lower parameters that we may expect. Figures outside of these parameters are classed as 'Crime Exceptions'.

***** Domestic Abuse figures will also be included in the values as it is on our Control Strategy but here will be no details shared on these cases *****

Westbury Town and Villages combined (Area Board)

Westbury Area Board includes 2 Beat areas, 1 for the Town (EG11), and one for Rural and Villages (EG12). The Data is as Follows;

MARCH 2019 DATA

March 2019 showed a total of 70 crimes for the whole Westbury Area Board region against the average of 77.6 for this same month over the last 2 years. This is within the parameters we would reasonably expect. There are no exceptions within the data.

EG11 (Westbury Town Beat)

March 2019 showed a total of 62 crimes for the EG11 area against the average of 63 for this same month over the last 2 years. There are no exceptions within the data.
The 5 largest crime groups accounted for 85% of this recorded crime as follows;

- Violence Against the person showed 25 crimes compared to the average of 25
- Theft showed 10 crimes compared to the average of 10.9
- Criminal Damage showed 6 crimes compared to the average of 9.9
- Burglary showed 7 crimes compared to the average of 3.8
- Public Order showed 5 crimes compared to the average of 4.3

EG12 (Westbury Rural and Villages Beat)

March 2019 showed a total of 8 crimes for the EG12 area against the average of 14.6 for this same month over the last 2 years. There are no exceptions within the data.
The 5 largest crime groups accounted for 100% of this recorded crime as follows;

- Violence Against the person showed 4 crimes compared to the average of 4.6
- Vehicle Crime showed 1 crime compared to the average of 1.6
- Theft showed 1 crime compared to the average of 1.9
- Miscellaneous crimes showed 1 crime compared to the average of 1.6
- Sexual Offences showed 1 crime compared to the average of 1.3

APRIL 2019 DATA

April 2019 showed a total of 73 crimes for the whole Westbury Area Board region against the average of 78 for this same month over the last 2 years. This is within the parameters we would reasonably expect. There are no exceptions within the data.

EG11 (Westbury Town Beat)

April 2019 showed a total of 55 crimes for the EG11 area against the average of 63.2 for this same month over the last 2 years. There are no exceptions within the data.

The 5 largest crime groups accounted for 89% of this recorded crime as follows;

Violence Against the person showed 18 crimes compared to the average of 25.2

Theft showed 18 crimes compared to the average of 11.3

Criminal Damage showed 7 crimes compared to the average of 9.8

Vehicle Crime showed 3 crimes compared to the average of 3.7

Drugs showed 3 crimes compared to the average of 1.8

APRIL 2019 DATA

EG12 (Westbury Rural and Villages Beat)

April 2019 showed a total of 18 crimes for the EG12 area against the average of 14.8 for this same month over the last 2 years. There are no exceptions within the data.

The 5 largest crime groups accounted for 89% of this recorded crime as follows;

Violence Against the person showed 8 crimes compared to the average of 4.8

Vehicle Crime showed 3 crime compared to the average of 2.5

Public Order showed 2 crimes compared to the average of 1

Burglary showed 2 crimes compared to the average of 2.2

Theft showed 1 crime compared to the average of 1.9

Crimes and Updates of note

Please see the regular Community messaging email updates for community impactful crimes in your area.

For a detailed breakdown of the crime in your area visit...

<https://www.police.uk/wiltshire/>

COMMUNITY POLICING PRIORITIES WITHIN YOUR AREA

WEEKLY TASKING MEETING

Inspector Andy FEE chairs a weekly internal “tasking meeting” where emerging community issues and concerns are raised and discussed for the whole West Wiltshire CPT area. From this meeting,

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priorities and actions are set and a tasking document produced. This involves developing strategies and the targeting of resources (including partner agencies) into tackling the issue or concern.

West Wiltshire CPT currently has the following matters;

RURAL CRIME – “**Police STOP ME between 20:00-05:00**” Stickers are now available for rural communities to apply to their agricultural vehicle. The idea being if the machinery is seen on the roads between those hours by officers who are not already committed to a call, they can stop check the vehicle to ensure it is being used by the rightful owner

OP KARINE - Pro-active work and patrols to look at specific people and address which may be targeted by out of county drug dealers (Country Lines Networks) which seek out low level drug users or vulnerable persons to “cuckoo” their address to operate from for a while. We have done work to identify specific people and addresses that may be vulnerable to this practice.

We would encourage members of the public who suspect County Lines drug activity by phoning us on 101 to allow us to attend and investigate and take appropriate action.

COMMUNITY SPEEDWATCH (CSW)

Every 2 weeks, 4 Community Speedwatch Schemes across West Wiltshire are selected by Leanne Homewood for CPT support (additional targeting, enforcement and patrols) to supplement the CSW team planned sessions. These are included in our weekly tasking document for action and update. All the results from the supplementary speed checks conducted are fed back to the relevant Town and Parish Councils in their individual Police Reports. The current Speedwatch Schemes being supported are as follows;

The current locations selected for supplementary speed checks are:

LOCATION	ACTION REQUIRED
Bratton, Westbury	30mph zone - Trowbridge Road
Hindon, Warminster	30mph section – Stops Hill
Bishopstrow, Warminster	30mph section – Pitsmead Lane
Southwick - Near to puffin crossing	30mph - Near to Puffin Crossing

EVENTS

For those looking to organize an even within the community, please have a look at the toolkit available from Wiltshire Council, which gives guidance and advice with regards to most types of events, including information about traffic management and which agencies / departments need to be contacted when applying for various licenses / road closures.

It can be found at <http://www.wiltshire.gov.uk/public-events-toolkit.pdf>.

Please email out Operations Planning team with details;

opsplanning@wiltshire.pnn.police.uk

CONTACT US

Please use 999 in an emergency or crime in progress. Use 101 for all past or non-urgent crimes/incidents and issues or visit Wiltshire Police's new website at;

<https://www.wiltshire.police.uk/>

CPT TEAM EMAIL (please use this email for all enquiries, meeting invitations and minutes)

CPTWestWiltshire@wiltshire.pnn.police.uk

Sector Inspector – Inspector Andy Fee – andy.fee@wiltshire.pnn.police.uk

Sector Deputy – Sergeant Dan Green – dan.green@wiltshire.pnn.police.uk

Community Coordinator – PC Helen Daveridge – helen.daveridge@wiltshire.pnn.police.uk

Local Officer (Town) – PCSO Mat Katsande – matoyizi.katsande@wiltshire.pnn.police.uk

Local Officer (Rural) – PCSO Caroline Wright – caroline.wright@wiltshire.pnn.police.uk

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South West Wiltshire Area Board Report 4th June 2019

Barbecues



Barbecues are great when the sun is shining and you have friends and family to visit, but they do carry a fire risk. Always position the barbecue on a level site, away from wooden fencing, sheds and hedges.

- Don't place the barbecue on dry grass or vegetation.
- Use firelighters or barbecue fuel to light the coals – NEVER use petrol or paraffin.
- Keep children and pets well away from the cooking area and never leave the barbecue unattended.
- Be careful when grilling fatty foods, as the fat can cause the coals to flare up.
- Don't move the barbecue until it is completely cool, and make sure any remaining charcoal is cold before disposing of it carefully. Ideally use water to damp down the ashes.
- If using a disposable barbecue, make sure it is completely cold before disposal.
- NEVER dispose of hot barbecue ashes in plastic rubbish bins as this can easily start a fire.
- Always have a bucket of water or garden hose to hand in case a barbecue gets out of hand.
- Make sure the controls and cylinder valves of a gas barbecue are turned off before you change the cylinder, which should be done in a well ventilated area. Always check the connections for leaks.
- Store gas cylinders outside and protect them from direct sunlight and frost.
- Make sure your gas barbecue is correctly serviced and that all joints are tightened, safe and secure.
- Never use a barbecue indoors or inside a tent, as they produce potentially lethal carbon monoxide.

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, please advise Fire Control on 0306 799 0019 or 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.

Garden equipment

- Refill garden heaters, petrol mowers etc in the open air and don't smoke while doing so.
- Deal with any fuel spillage by allowing it to evaporate, soak into the ground, or cover with an absorbent material.
- Take care when lighting garden heaters and never move when lit. Keep away from flammable materials, such as awnings or laundry lines.
- When using candles or flares, make sure they are firmly packed into the ground.
- Keep children and pets away from naked flames and hot lanterns.
- Make sure any candles, flares and lanterns are fully extinguished when you have finished with them.



Camping and caravanning



Whether you're out and about in a camper van, towing your caravan or sleeping under canvas for your holidays, venturing into the great outdoors can carry risks.

When you're on a campsite, make sure there's at least six metres (20ft) between caravans and/or tents and that you're away from parked cars – this will reduce the risk of any fire spreading. If mobile phone signal is poor, make sure you know where the nearest payphone is.

Never use barbecues inside or near the entrance to your tent or caravan, either for cooking or as a heat source – the carbon monoxide they produce is lethal.

Camping

A fire can destroy a tent in just a minute, so make sure you:

- Never use candles in or near the tent – torches are safer.
- Keep cooking stoves and barbecues away from the tent walls, as they can catch light very easily.
- Know how to escape by cutting your way out of the tent, should there be a fire.
- Don't smoke inside your tent.

Caravans

- Take special care when cooking and don't leave pans unattended.
- Turn off all appliances when you go to bed.
- Never dry clothes over the stove.
- Remove any litter and rubbish near the caravan to reduce the risk of fire spreading.
- Make sure the caravan is well ventilated and never block air vents.
- If there is a fire extinguisher or fire blanket within the caravan, read the instructions so you know what to do in the event of fire.
- Keep flammable liquids, such as petrol and gas cylinders, outside and away from children.
- Make sure the gas pipe connection is secure. If you suspect a leak, turn off the main cylinder valve.

On-call firefighters



As a Service, we are reliant on on-call (retained) firefighters – almost two thirds of our operational staff work this duty system to keep our communities safe.

Follow the menu links to find out more about being an on-call firefighter, the process of applying, and what's expected of you if you succeed in your application.

On-call firefighters are part-time staff who make themselves available for emergency call-outs depending on their other commitments. They are usually contracted for between 48 and 120 hours per week, but this can vary. Between them, each fire station team will provide cover for weekdays, evenings, nights and weekends.

How many firefighters are on-call?

Some 60% of firefighters in Dorset and Wiltshire work on an on-call basis, making them hugely important to both the Service and the communities that they serve. Of our 50 stations, the majority are crewed only by on-call firefighters and on-call staff work alongside their wholetime colleagues at many of our other stations.

Who can be an on-call firefighter?

Our on-call staff come from all walks of life: they may be employed, self-employed, parents at home or students. Some work in building or allied trades, whilst others are shop assistants, farmers, typists, factory workers or managers.

What they all have in common is self-reliance, confidence, respect, enthusiasm, team spirit and a willingness to be ready for anything when they are alerted to an emergency.

On-call and wholetime firefighters are expected to meet the same entry standards and they receive the same training and development to enable them to work to common standards.

Who can apply?

You can find out more about the role and current vacancies through these pages, but key requirements for applicants are:

- You must be at least 18 years old when you join us (you can apply once you are 17½)
- You must be able to respond and attend the fire station within **five minutes** (this can vary slightly dependant on location)
- You must have a good standard of physical fitness
- You must have the right to work in the UK

If you are unsure if you can apply, please contact our HR team on 01722 691444 or email recruitment@dwfire.org.uk

Will you contact my main employer?

If you are currently employed, we will need your employer's consent in order for you to become an on-call firefighter, regardless of whether you intend to be available during working hours.

'Aspirational to Inspirational' is our introductory film on being a firefighter – well worth a watch.

Response

Total Incidents attended by DWFRS for Westbury Area; 01/05/18 – 24/05/18.

DWFRS have responded to 10 incidents in the Westbury area between the dates above. Westbury Fire Station Responded to a total of 15 incidents county wide in the mentioned time period. Details are listed in the table below.

Category	Incidents in Westbury	Off of Station Ground incidents	Total
False Alarm	2	1	3
Fire	2	0	2
Special Service	6	4	10
Total	10	5	15
Pump Availability	55.8%		

Recent Notable Incidents



The Service has been busy throughout this reporting period. Westbury have attended several Road Traffic Collisions and fires. In addition to these several special service calls including helping ambulance crews and members of the public.

Community Engagement

Dorset & Wiltshire Fire and Rescue Service provides a free service called a Safe and Well visit. We will visit a person's home by appointment and discuss any safety issues in the home. We will also have a conversation about improving an individual's health and well-being.

The Westbury area has a dedicated Fire Service '**Safe and Well**' advisor who can visit people, within their own homes, advising on home safety and wellbeing.

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

If you have thatch property, are living alone, have a young family, are over 65 or a smoker please get in contact with us. We want to help make you safer in your own home. If you or someone you know has mobility or sight and hearing impairments, please suggest a Safe and Well visit.

If you or someone you know need a smoke alarm, some advice or are worried about what to do in an emergency, contact us for a free Safe and Well visit;

<http://www.dwfire.org.uk/safety/safe-and-well-visits/>

Richard Humphrey

District Commander, South West Wiltshire. (Westbury, Warminster, Tisbury & Mere)

Email: richard.humphrey@dwfire.org.uk

Tel: 07850299990/01722 691271

www.dwfire.org.uk



BA13 COMMUNITY AREA PARTNERSHIP

Report

May 2019

The most recent BA13+ Community Area Partnership public meeting focused on Children and Young People in the Westbury area.

This latest in an increasingly popular series of public meetings, which have in the past year also covered issues as diverse as the Environment, the Arts, Transport, Health, Community Safety and Business issues, welcomed as guest speaker on this occasion Ruth Brooks-Martin from Spurgeons.

A Steering Group meeting subsequently took place in March at Crosspoint which considered the Partnership's finances, an update on Dementia Friendly Westbury, the subject of Restorative Practices, and agreement to get involved in the Spring Clean this year.

The next steering group meeting is to be held on **Wednesday 12th June 2019**, at Crosspoint in Westbury at 7.15 pm. It's expected that the next public meeting will have a TRANSPORT theme (date to be agreed)

Phil McMullen
Administrator, BA13+ Community Area Partnership
BA13plus@outlook.com

Community Cash Fund winners announced

Five projects that aim to boost the health and wellbeing of people in Wiltshire have been awarded a grant from Healthwatch Wiltshire's Community Cash Fund.

The scheme, which was launched in early March, attracted 41 applications to apply for funds of up to £2,000.

As well as encouraging healthier lifestyles, the five successful projects will also provide a way for Healthwatch Wiltshire to get more feedback on local services from people it might not otherwise hear from.

Manager Stacey Plumb said: "Thank you to everyone who applied to the Community Cash Fund. We were delighted to receive such a high number of applications and it was a really tough job deciding who should receive funding.

"We're really excited to be supporting these incredibly worthwhile projects and are looking forward to following their progress in the months ahead."

And the winners are...

Anybody Can Cook, who want to run healthy eating courses for families on a low income at children's centres in Chippenham and Corsham. Their vision is to promote health equality across communities.

Pound Arts Centre and Rewired Counselling, who are hosting SPARK, a two-day health and wellbeing event in Corsham on 12 and 13 July. The first day is aimed at Year 9 students and focuses on sleep, stress, body, food and confidence, while the second day is open to all and includes a variety of speakers and a marketplace of groups and services.



Community Cash Fund

Rowden Hill Surgery, who are looking to start a choir for patients with respiratory conditions who attend the Rowden, Lodge and Hathaway surgeries in Chippenham. Singing regularly is thought to have a positive effect on the quality of life of someone with a lung condition, and sessions would be open to both patients and their carers.

Wiltshire People 1st, who are launching their Happy Hearts Dance Group for adults with learning disabilities and/or autism. The sessions will promote a healthy lifestyle through conversation, cooking and dance activities.

Wiltshire Wildlife Trust, for their Wellbeing at the Orchard project, which is aimed at people who are experiencing mental health issues. The project, based at Roundway Orchard in Devizes, features eight weeks of outdoor activities including conservation, wild cooking and nature-based craft. Designed to help improve mental wellbeing, the project also provides skills and knowledge on managing an orchard.

Keep up-to-date with the projects at:
www.healthwatchwiltshire.co.uk/community-cash-fund

May 2019

The right healthcare, for you, with you, near you

NHS Wiltshire Clinical Commissioning Group (CCG) is responsible for commissioning a broad range of healthcare for the population of Wiltshire. We are led by experienced local GPs drawn from across the county, who provide clear clinical leadership to the big decisions affecting the future of healthcare provision in Wiltshire, carefully tailored to meet the differing needs of people locally.

Our vision is to ensure the provision of a health service which is high quality, effective, clinically-led and local. We are committed to delivering healthcare that meets the needs of Wiltshire people, to consult and engage with our population to enable them to be involved in decisions made about health services and to deliver those services to people in their own homes or as close to home as possible.

News

Primary Care Networks

The Government announced a number of policies and incentives this year to help the health and care system meet increasing demand. General practice is at the core of these new ideas with the establishment of Primary Care Networks.

Each network will serve patient populations of around 30,000-50,000. Organisations within the network area will work closely together to give patients access to a wider range of health and care professionals, as part of community teams. This includes GPs, nurses, physios, therapists, pharmacists and social care providers – each providing care that is proactive, coordinated and accessible. With the focus on patients seeing the right health professional for their needs, GPs should have more time to spend on patients who need them the most.

To support their establishment, a Primary Care Network Development Programme will be centrally funded and locally delivered. By 2023/24, the PCN contract is expected to invest an additional £4.5bn per year, or £1.47 million per typical network covering 50,000 people.

GPs in Wiltshire have decided on 11 Primary Care Networks:

- Sarum West
- Sarum South
- Sarum North
- Devizes
- Trowbridge
- Bradford on Avon and Melksham
- Westbury and Warminster
- Chippenham including Corsham and Box
- Calne
- North Wiltshire Border Locality including Malmesbury, Tolsay, Royal Wootton Bassett, Purton and Cricklade
- East Kennet.

GPs and Practice Managers attended a meeting in mid-March to discuss the establishment of the networks and we will provide more information on the progress of the networks in the months to come.

You can find out more about Primary Care Networks on the [NHS England website](#).

New Chief Executive appointed to lead Avon and Wiltshire Mental Health Partnership NHS Trust

Avon and Wiltshire Mental Health Partnership (AWP) NHS Trust has appointed Dominic Hardisty as its new Chief Executive.

Dominic is currently the Chief Operating Officer and Deputy Chief Executive at Oxford Health NHS Foundation Trust. He will take up his role at AWP in August 2019, replacing Dr Hayley Richards, who announced her plans to retire in January and will be leaving the Trust at the end of May. Simon Truelove will fill the role of Acting Chief Executive until Dominic arrives.

Dominic brings with him 20 years as a leader, with the last 10 in the NHS, where he has worked across acute and community trusts. He has led teams to transform services across acute, community, mental health and children's/young people's pathways, as well as leading on responses to CQC inspections and formation of partnerships across primary, acute, community and social care.



The Chair of AWP, Charlotte Hitchings, said: "I am absolutely delighted to be appointing Dominic.

"He brings a wealth of relevant experience, both in mental health and strategic and operational management. Dominic made a great impression on the more than 50 staff, service users, carers and other stakeholders involved in the assessment and interview process."

Dominic said: "I am thrilled to be appointed Chief Executive of AWP. There are great things going on in the Trust and I look forward to joining and working with staff and stakeholders to ensure we build on current good work and continue to do our very best for service users, their families and carers, as well as for our staff to make AWP outstanding."

Charlotte added: "I am excited about Dominic's aspirations for the Trust and we are all very much looking forward to working with him as we continue on our drive for continuous quality improvement across our services for the benefit of the people we serve.

I'd also like to take this opportunity to thank Hayley Richards once again for her commitment, passion and hard work throughout her long career with the NHS and to wish her well in her retirement."

Dominic holds a degree from Oxford University and an MBA from Harvard Business School and is currently training to be a Health Care Assistant (HCA).

In another new appointment, Consultant Psychiatrist, Dr Sarah Constantine has joined AWP as the new Medical Director, starting in the role on 16 April 2019.

Governing Body meeting

Our next Governing Body meeting is on 28 May 2019 at 10.00am at Southgate House, Pans Lane, Devizes SN10 5EQ. You can read the papers from previous meetings on our website www.wiltshireccg.nhs.uk/governance/governing-body-meetings-in-public

News archive

Read more news from Wiltshire CCG in our [news archive](http://www.wiltshireccg.nhs.uk/news/news-archive) – www.wiltshireccg.nhs.uk/news/news-archive.

Keep up to date with news and information from Wiltshire CCG on social media.



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