

# AGENDA

**Meeting:** Bradford-on-Avon Area Board  
**Place:** St Margaret's Hall, St Margaret's Street, Bradford on Avon  
**Date:** Wednesday 8 June 2022  
**Time:** 7.00 pm

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Including the Parishes of Atworth, Bradford on Avon, Holt, Limpley Stoke, Winsley, Monkton Farleigh, Staverton, South Wraxall, Wingfield, Westwood

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**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

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Please direct any enquiries on this Agenda to Kevin Fielding , direct line 01249 706612 or email [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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

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## Wiltshire Councillors

Cllr Trevor Carbin - Holt and Staverton  
Cllr Sarah Gibson - Bradford on Avon South  
Cllr Johnny Kidney - Winsley and Westwood  
Cllr Tim Trimble - Bradford on Avon North

## **Recording and Broadcasting Information**

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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

	<b>Time</b>
<p>1     <b>Election of the Chairman</b></p> <p>To appoint a Chairman for 2022/23</p>	7:00pm
<p>2     <b>Election of the Vice-Chairman</b></p> <p>To appoint a Vice Chairman for 2022/23</p>	
<p>3     <b>Chairman's Welcome, Introduction and Announcements</b> (<i>Pages 1 - 8</i>)</p> <p>Chairman's Announcements:</p> <ul style="list-style-type: none"> <li>• Family and Community Learning information sharing</li> <li>• Solar Together Wiltshire</li> <li>• Queens Jubilee celebrations</li> <li>• Recruitment of hackney carriage private hire drivers</li> <li>• Foster Care Fortnight</li> </ul>	
<p>4     <b>Apologies for Absence</b></p>	
<p>5     <b>Minutes</b> (<i>Pages 9 - 14</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on Wednesday 23 February 2022</p>	
<p>6     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee</p>	
<p>7     <b>Appointment to Outside Bodies and Non-Priority Working Groups</b></p> <p>To appoint Area Board representatives to Outside Bodies and Non-Priority Working Groups</p> <ul style="list-style-type: none"> <li>• Local Highway and Footpath Improvement Group – Cllr Tim Trimble with all members invited to attend</li> </ul>	

- Bradford on Avon Streets Ahead/ Air Quality Alliance – Cllr Tim Trimble & Cllr Sarah Gibson

8 **Local Priorities update and appointment to Priority Working Groups**

To appoint Area Board representatives to Priority Working Groups

- Bradford on Avon Health and Wellbeing Group – Cllr Johnny Kidney
- Bradford on Avon Local Youth Network – Cllr Sarah Gibson
- Bradford on Avon Business – Cllr Sarah Gibson & Cllr Johnny Kidney

9 **Electric Bus Proposals**

Cllr Tim Trimble

10 **Partner Updates** (*Pages 15 - 22*)

- Wiltshire Police
- Dorset & Wiltshire Fire and Rescue Service
- NHS & Healthwatch
- Bradford on Avon Town Council
- Parish Councils
- Climate Friendly Bradford
- Wiltshire Music Centre
- Streets Ahead

11 **Community Grants and Funding Requests**

12 **Working Group Updates**

- Local Highway and Footpath Improvement Group
- Health and Wellbeing

- Local Youth Network

13 **Review of Area Boards**

Ros Griffiths - Community Engagement Manager

14 **Future Meeting Dates**

- 7 September 2022 - St Margaret's Hall (to be confirmed)
- 2 November 2022 - St Laurence School
- 22 February 2023 - St Margaret's Hall

15 **Close**

**9:00pm**



## Solar Together Wiltshire briefing

Wiltshire Council is working in partnership with Swindon Borough Council and independent experts iChoosr to give homeowners the opportunity to invest in renewables through a group-buying scheme for solar panels and battery storage.

Here's some information which should help you respond to any enquiries you may get on the scheme:

- Registration for the scheme opens on 9 May, and the Communications team will begin promotion w/c 2 May with a members' briefing note being issued on 5 May, and press release, newsletter articles, and social media content beginning from 6 May
- A letter drop, organised by iChoosr, will be posted to 60,000 Wiltshire households w/b 23 May. The contact details on the letter will lead people to iChoosr customer service help desk so you should get minimum calls/enquiries off the back of this.
- The letter also contains a link to this webpage [www.wiltshire.gov.uk/planning-permission](http://www.wiltshire.gov.uk/planning-permission) to provide people relevant local planning advice. The full letter is enclosed for your information. People can still be part of the scheme, regardless of whether they receive a letter or not, providing they are eligible.
- There will be no selling by phone or doorstepping of residents.
- If you're responding directly to a customer query, in the first instance please check if they've contacted the iChoosr helpline as that should be the first port of call. For more information people can visit [www.solartogether.co.uk/wiltshire](http://www.solartogether.co.uk/wiltshire), email [wiltshire@solartogether.co.uk](mailto:wiltshire@solartogether.co.uk) or call 0800 048 8113.
- All residents living in one of the participating council areas and who own their own house (or have permission from the landlord to install a solar PV system) can register for the Solar Together group-buying scheme. Small and medium-sized enterprises (non-domestic) and Community buildings meeting this requirement can participate as well.
- Pre-approved UK solar PV suppliers participate in an auction on 14 June. They are able to offer competitive pricing as the volume and geographic concentration makes it possible for them to realise greater efficiencies, which they pass onto customers.
- After the auction, registered households will be emailed a personal recommendation which is specific to the details they submitted in their registration.
- If they choose to accept their recommendation, the specifics of their installation will be confirmed with a technical survey after which a date can be set for the installation of their solar PV system.
- People can accept or decline their personal recommendation. If they choose to go ahead and accept with Solar Together, a £150 deposit is required, which is conditionally refundable
- Telephone and email helpdesks are on-hand throughout the whole process run by iChoosr, which, together with information sessions, will allow households to make an informed decision in a safe and hassle-free environment

For more information people can visit [www.solartogether.co.uk/wiltshire](http://www.solartogether.co.uk/wiltshire), email [wiltshire@solartogether.co.uk](mailto:wiltshire@solartogether.co.uk) or call 0800 048 8113.

If you get any enquiries/phone calls that you need internal Wiltshire Council assistance with please contact [climate@wiltshire.gov.uk](mailto:climate@wiltshire.gov.uk).







16 March 2022

**For immediate release on behalf of the Lord Lieutenant**

## **Her Majesty The Queen's historic Platinum Jubilee**

With Her Majesty The Queen's official Jubilee celebrations less than three months away, residents of Wiltshire are being encouraged to get involved in this truly historic occasion. There are many ways to participate ranging from the lighting of Beacons to holding a traditional tea party.

Wiltshire Council is also reminding people to ensure they notify the Council as soon as possible if they need any road closures or other permissions to host community parties if they're planning to mark this special anniversary.

Every county in the United Kingdom is being encouraged to light 70 Jubilee Beacons to represent each of the years of Her Majesty The Queen's reign. In Wiltshire over 30 Beacons have been registered so far right across the county, including those at Westbury White Horse, Martinsell Hill, Amesbury, Swindon and many more. But it would be a real triumph if we could get to the magic number of 70, reflecting the warmth of feeling for The Queen in our local communities.

The Council is asking Town and Parish Councils and community groups who have not come forward so far, to consider lighting a Jubilee Beacon on 2 June, at 9.15pm. All Beacons must be registered beforehand, and guidance and information about getting involved can be found at <https://www.queensjubileebeacons.com/> If you are able to light a Beacon and would like a Wiltshire Lieutenancy representative to attend please email [lieutenancy@wiltshire.gov.uk](mailto:lieutenancy@wiltshire.gov.uk)

Many trees have been recently planted in the county for the Queen's Green Canopy. 'Plant a Tree for the Jubilee' has been a huge success with more expected to be planted this autumn. The tree planting season is from October to March each year. More information about planting trees to mark the Jubilee is available at <https://queensgreencanopy.org/>. Please remember to register your tree(s) and pin them on the QGC map at this website.

For local events including community parties, Wiltshire Council has collated useful information and guidance to help people with their arrangements. If anyone is planning an event that needs any involvement or permission from the Council, such as road closures, then relevant applications need to be in at least eight weeks before it's due to take place. There can be a quick turnaround for straightforward applications on Council owned land/green spaces/parks, but due to the timescales required for processes, late applications for road closures and licensable activities will not be considered. For events occurring in the extended Bank Holiday period (2 June – 5 June), applications would need to be with the Council no later than Thursday 7 April. People are also asked to consider what licensing applications they may require too, such as particular entertainment or to sell alcohol, and to submit any required as soon as possible. More information can be found at [www.wiltshire.gov.uk/highways-platinum-jubilee-celebrations](http://www.wiltshire.gov.uk/highways-platinum-jubilee-celebrations)

There will also be the opportunity to celebrate the Platinum Jubilee by viewing various national events that will take place over the extended Bank Holiday weekend.

Some of the national celebration events include:

- The Queen's Birthday Parade (Trooping the Colour), on Thursday 2 June
- The lighting of Beacons, on Thursday 2 June, evening
- Jubilee Service of Thanksgiving, St Paul's Cathedral, on Friday 3 June
- HM attending Epsom Races to see the Derby, on Saturday 4 June
- Party at the Palace, Buckingham Palace, on Saturday 4 June
- Platinum Jubilee Pageant, Buckingham Palace area, on Sunday 5 June
- The BIG Jubilee Lunch, on Sunday 5 June

HM Lord-Lieutenant of Wiltshire, Mrs Sarah Troughton, said: "It has been my privilege to have known HM The Queen and members of the Royal Family for some years. It has been a real honour to represent Her Majesty as Lord-Lieutenant of Wiltshire for the last 10 years and indeed to welcome Her Majesty and members of the Royal Family to our great county. Leading up to the historic Platinum Jubilee weekend and beyond, many organisations are putting on special events and we have much to celebrate. I hope as many

people as possible can get involved in what will undoubtedly be a very special, historic, and enjoyable occasion. Thank you for joining me in celebrating HM The Queen's unique reign."

Cllr Richard Clewer, Leader of Wiltshire Council, said: "Her Majesty The Queen has had an unparalleled reign as monarch and when we look back at previous celebrations in Wiltshire, such as the fantastic Diamond Jubilee in 2012, we know there are very patriotic communities who will want to celebrate this historic occasion. Lighting a beacon is a simple yet really effective and visually stunning way to mark the occasion and we'd love to see as many places as possible in the county get involved. We are also sure there will be lots of people looking to hold their own celebrations. Our Council webpage has a whole host of useful information which provides all the details people need in one place."

More information about the Platinum Jubilee can be found at <https://platinumjubilee.gov.uk/>.

-ends-



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](http://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](mailto:Passengertransport@wiltshire.gov.uk)

# MINUTES

**Meeting:** Bradford-on-Avon Area Board  
**Place:** St Laurence School, Ashley Road, Bradford on Avon, BA15 1DZ  
**Date:** 23 February 2022  
**Start Time:** 7.00 pm  
**Finish Time:** 8.05 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding, (Tel): 01249 706612 or (e-mail) [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Trevor Carbin (Chairman), Cllr Sarah Gibson, Cllr Johnny Kidney and  
Cllr Tim Trimble

### **Wiltshire Council Officers**

Ros Griffiths – Community Engagement Manager  
Kevin Fielding – Democratic Services Officer

**Total in attendance: 16**

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<b><u>Minute No.</u></b>	<b><u>Summary of Issues Discussed and Decision</u></b>
23	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everybody to St Laurence School and to the meeting of the Bradford on Avon Area Board.</p> <p>The Area Board members were introduced.</p> <p>The following Chairman's announcements contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> <li>• Ask Angela Campaign relaunch – December 2021</li> <li>• Queen's Platinum Jubilee Celebrations 2-5 June 2022</li> <li>• Reminder of changes to the Highway Code from 29 January 2022</li> <li>• Changes to residual waste collection days from 28 February 2022</li> </ul>
24	<p><u>Apologies for Absence</u></p> <p>There were no apologies for absence.</p>
25	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meeting held on Wednesday 13 October 2021 were signed as the correct record</b></li> </ul>
26	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
27	<p><u>Partner Updates</u></p> <p>The following written partner updates were noted:</p> <p>Wiltshire Police</p> <p>Dorset &amp; Wiltshire Fire and Rescue Service</p>



	<p>NHS &amp; Healthwatch</p> <p>Bradford on Avon Town Council</p> <p>Parish Councils</p> <ul style="list-style-type: none"> <li>• Monkton Farleigh</li> <li>• South Wraxall</li> </ul> <p>Climate Friendly Bradford</p> <p>Streets Ahead</p> <ul style="list-style-type: none"> <li>• That Jeremy Wire had become the new Chair of Streets Ahead</li> </ul> <p>Community Emergency Volunteers</p> <ul style="list-style-type: none"> <li>• That the group had recently organised a first aid course, which had been well attended and found to be very useful</li> </ul> <p>The Chairman thanked everybody for their updates.</p>
28	<p><u>Community Grants and Funding Requests</u></p> <p>Capital</p> <p>Budget available: £ 8,595, plus £6,350 Covid resilience fund</p> <ul style="list-style-type: none"> <li>• <b>The Limpley Stoke Community Benefit Society awarded £5,000 to Save the Hop Pole – Approved prior to meeting under Delegated Authority due to time constraints of bidding process.</b></li> <li>• <b>Winsley Parish Council awarded £5,000 for purchase of land at the end of Northfield to ensure its future use as a community amenity</b> <i>Note; Approved prior to meeting under Delegated Authority due to time constraints of bidding process.</i></li> <li>• <b>Wiltshire Digital Drive awarded £4,480 for Wiltshire Digital Drive</b></li> <li>• <b>Holt Parish Council awarded £464.50 for Holt footpath kissing gates</b></li> <li>• <b>The Bradford on Avon Green Man Festival requesting £999.49 for Bradford on Avon Green Man Festival BoA GMF</b> <i>Note: It was agreed to defer this application to the new financial year and take as a delegated decision application once town council contribution confirmed.</i></li> </ul>

	<p>Youth</p> <p>Budget available: £6,278</p> <ul style="list-style-type: none"> <li>• <b>Relate Wiltshire and Somerset awarded £2,000 for Relateen Counselling</b></li> <li>• <b>Mighty Girls CIC awarded £1,500 for Thursday Mighty Girls Youth Group BOA</b></li> <li>• <b>4Youth South West awarded £995 for new heating system at Atworth Youth Club</b></li> <li>• <b>Broughton Gifford and Holt Youthwork Project awarded £1,000 for Holt youth club summer projects 2022</b></li> </ul>
29	<p><u>Working Group updates</u></p> <p>Health and Wellbeing Group</p> <ul style="list-style-type: none"> <li>• That the next meeting would be held on Tuesday 22 March 2022</li> </ul> <p>Community Area Transport Group (CATG)</p> <ul style="list-style-type: none"> <li>• That the notes of the meeting held on Monday 31 January 2022 were agreed</li> </ul>
30	<p><u>Community Priorities and Actions</u></p> <p>Area Board priority themes</p> <p>Youth Engagement and Positive activity Opportunities – Cllr Sarah Gibson</p> <ul style="list-style-type: none"> <li>• That a youth meeting at the beginning of Summer 2022 should be organised, pulling in both Bradford on Avon and parish youth groups and organisations</li> <li>• Skate Park – keen move forward on this project</li> </ul> <p>Addressing Climate Change – Cllr Tim Trimble</p> <ul style="list-style-type: none"> <li>• That a joint project climate friendly Bradford and Simon Forthsyth, looking at housing and domestic heating losses across the town was to be</li> </ul>

	<p>carried out</p> <p>Reducing Isolation and Loneliness – Cllr Johnny Kidney</p> <ul style="list-style-type: none"> <li>• Next meeting of the Health and Wellbeing group would be Tuesday 22 March 2022</li> <li>• That the Seniors Forum was not currently active</li> </ul> <p>Supporting the Local Economy – Cllr Sarah Gibson</p> <ul style="list-style-type: none"> <li>• That BoA Business would be holding a business breakfast on Friday 25 February 2022</li> </ul> <p>Improving Transport and Access - Cllr Tim Trimble &amp; Cllr Johnny Kidney</p> <ul style="list-style-type: none"> <li>• That the Bradford on Avon – London Waterloo train service had now stopped despite local protests</li> <li>• That D1 Bus service had been saved as an hourly service</li> </ul> <p>The Chairman thanked everybody for their updates.</p>
31	<p><u>Future Meeting Dates</u></p> <ul style="list-style-type: none"> <li>• Wednesday 8 June 2022 – venue to be confirmed</li> <li>• Wednesday 7 September 2022 – venue to be confirmed</li> <li>• Wednesday 2 November 2022 – venue to be confirmed</li> <li>• Wednesday 22 February 2023 – venue to be confirmed</li> </ul>
32	<p><u>Close</u></p>



### Bradford on Avon Area Board 8 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 (if applicable) 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 Group(s) as set out in Appendix B; and
- c. To note the Terms of Reference for the LHFIG as set out in Appendix C.

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**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.





## BoA Area Board

## Appendix A

### Appointments of Lead Members to Outside Bodies 2022/23

Outside Body	Councillor Representative
Streets Ahead/ Air Quality Alliance	Cllr Sarah Gibson and Cllr Johnny Kidney



## **BoA Area Board**

## **Appendix B**

### **Appointments of Area Board Councillors**

To Non-Priority Working Groups of the Board:

Local Highways & Footway Improvement Group (LHFIG)

Councillor Tim Trimble



## Appendix 1

### **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](mailto: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 LHFIGs 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.*



## **Guidance notes for Local Highway & Footway Improvement Groups (LHFIGs)**

### **Attendance**

To enable meetings to be conducted efficiently, it is encouraged that participants are limited to those who need to attend and ideally below 10. It is however recognised that in certain community areas this is difficult to achieve due to their geographical size. In these circumstances, multiple attendees from groups or councils are discouraged.

All meetings will be supported by Wiltshire Council officers, with attendance from the relevant Community Engagement Manager, and from the council's Highway service; Traffic Engineering, Area Highway Maintenance, and Sustainable Transport teams. Other service areas may attend depending on the issues raised, including (but not limited to) Passenger Transport and Rights of Way.

Several specific community groups exist with special interest in particular topics such as cycling and walking. At the discretion of each LHFIG chair these groups could be represented at LHFIG meetings, as they may provide access to potential funding opportunities that do not exist elsewhere.

The meetings are not open to members of the public, but where an issue may benefit from further information, the public may be asked to attend by invitation and agreement of the Chair. This should be communicated to the wider group beforehand.

### **Decision making**

The LHFIGs do not have decision-making powers but make recommendations to the relevant Area Board to ratify the decisions taken at the meetings.

### **Meeting dates and programme**

Meetings should ideally take place in the following periods with the intended meeting purpose, as set out below: Ideally the meetings should be 2 to 4 weeks in advance of the Area Board meetings.

**April:** Budget confirmation and budget allocation to projects.

**July:** Progress meeting. Budget allocation (note: projects allocated beyond this meeting may not be delivered by the end of March).

**October:** Progress meeting. Agree projects to be put forward for funding from Substantive bid, ahead of end of November submission deadline. Small scale and low-cost projects at this meeting may be delivered before end of year deadline.

**January:** Progress meeting. Agreement of any funding to be returned for redistribution. Any projects prioritised at this meeting will not be delivered within this financial year.

Meetings can be held in either in person or online.

The above programme is indicative, and it will be up to individual groups to determine how and when priorities are identified. It should be noted there remains an increased risk to groups who identify schemes later than suggested. Early identification will provide the maximum timescales for delivery and reduce the risk of funds being unspent.

Early identification of projects will help enable officers to allocate resource, particularly those with a Civil Engineering element. Lower cost, smaller scale projects such as simple road

signing and markings may be prioritised throughout the year, however it needs to be recognised there remains a risk that completion by the end of a year may not be achieved.

### **Submission of Issues**

Issues must be submitted via the Highway Improvement Request Form to the relevant parish/town council, which must give its support. For issues to be given consideration at the relevant meeting, parish/town councils must submit to Wiltshire Council no later than 14 days in advance of the advertised meeting date and must attend the meeting.

Previous guidance for CATGs encouraged a maximum of five active projects at any one time. This is no longer the case, as the LHFIG's priorities will be identified at the April meeting to allow the maximum delivery time.

The LHFIGs can be directed to look at issues identified by Highways Officers when considered appropriate. For example, when a highways issue is raised with the Council for which other centrally held resource does not exist.

## Funding

The funding allocation for each group is set out in the following table:

Area Board Name	2021/22 CATG Allocation (£'s)	2022/23 Highway Allocation (£'s)	2022/23 Wiltshire Council Allocation (£'s)	2022/23 LHFIG Allocation Total (£'s)
Bradford on Avon	10,382	10,382	10,382	<b>20,764</b>
Calne	12,396	12,396	12,396	<b>24,792</b>
Chippenham	17,403	17,403	17,403	<b>34,806</b>
Corsham	10,819	10,819	10,819	<b>21,638</b>
Devizes	15,984	15,984	15,984	<b>31,968</b>
Malmesbury	13,255	13,255	13,255	<b>26,510</b>
Marlborough	12,623	12,623	12,623	<b>25,246</b>
Melksham	12,169	12,169	12,169	<b>24,338</b>
Pewsey	13,356	13,356	13,356	<b>26,712</b>
RWB & Cricklade	15,093	15,093	15,093	<b>30,186</b>
Salisbury	14,180	14,180	14,180	<b>28,360</b>
South West Wilts	17,291	17,291	17,291	<b>34,582</b>
Southern Wilts	16,172	16,172	16,172	<b>32,344</b>
Stonehenge	16,803	16,803	16,803	<b>33,606</b>
Tidworth	11,085	11,085	11,085	<b>22,170</b>
Trowbridge	15,629	15,629	15,629	<b>31,258</b>
Warminster	14,905	14,905	14,905	<b>29,812</b>
Westbury	10,455	10,455	10,455	<b>20,910</b>
<b>Total</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>500,000</b>

At the end of the financial year uncommitted (where no commitment has been placed with a contractor for delivery) Integrated Transport Block (ITB) funding will be removed from the Groups and reallocated within the overall ITB budget. The table below provides an example of this.

Note: Allocations to projects which will take place in a subsequent financial year will only be acceptable where external circumstances do not permit delivery i.e., unable to obtain road space booking, or materials. Final decision on this will remain with the Cabinet Member.

### Example

Area Board Name	2022/23 LHFIG Allocation Total (£'s)	2022/23 Expended (£'s)	To be reallocated 2023/24 (£'s)
Group A	20,124	19,675	<b>449</b>
Group B	24,930	21,589	<b>3,341</b>
Group C	36,174	35,666	<b>508</b>
Group D	21,902	21,852	<b>50</b>
Group E	31,502	24,697	<b>6,804</b>
Group F	26,720	25,157	<b>1,563</b>
Group G	27,230	22,587	<b>4,643</b>
Group H	26,450	24,699	<b>1,751</b>
Group I	24,674	18,621	<b>6,053</b>
Group J	28,410	27,958	<b>452</b>
Group K	29,516	27,234	<b>2,282</b>

Group L	34,158	33,201	<b>957</b>
Group M	27,352	26,547	<b>805</b>
Group N	35,462	34,308	<b>1,154</b>
Group O	23,514	25,685	<b>-2,171</b>
Group P	30,708	29,567	<b>1,141</b>
Group Q	30,452	24,685	<b>5,767</b>
Group R	20,640	19,819	<b>821</b>
<b>Total</b>	<b>500,000</b>	<b>463,574</b>	<b>38,541</b>

*Commentary on example;*

In this scenario, £38,541 would be included in the 2023/24 Integrated Transport Block.

Where a particular group exceed their budget allocation for a year, these funds will not be recouped from underspends from other groups, but the allocation the receive in a future will be deducted. In the example above Group O exceeded its allocation by £2,171 in 2022/23. In 2023/24 its allocation £23,514 would be reduced to £21,343.

*Other points to note*

There are many reasons why costs exceed the estimated value, including the consequences of weather conditions, additional traffic management and uncharted services and contractual price indices uplifts.

Groups are encouraged to continue to seek additional contributions from third parties towards schemes. Full discretion is given to the LHFIGs in terms of the level of third party funding, but it is suggested this is set at a minimum of 20%.

As the funding is classified as capital expenditure, it must be spent on items which result in a new asset to the Council i.e. something exists upon completion of the work. It *cannot* be used to fund activities which are routine, provide betterment to an individual / group or property, or provide a subsidy.

## **Responsibilities & Types of projects**

The following table sets out the types of projects that can be funded through the groups, along with responsibilities of the various attendees to enable the meetings to function and priorities to be delivered. The list is not exhaustive and intended to be a guide, in addition are examples of projects which will not be considered for funding by the group.

<b>Traffic Engineering Team</b>	
Pedestrian Improvements	Substantive Improvements and New Footways Pedestrian Crossing Assessments and Crossing Installation
Cycle Improvements	New Cycle facilities Cycle Parking / storage Cycle Signing
Bus Infrastructure	New Shelters* Bus Boarder Kerbs Bus Stop Road Markings
Traffic Signing	New Traffic Signs Village Gateways
Road Markings	New Road Markings
Speed Limits	Assessments Implementation
Waiting / Parking restrictions	Assessments Implementation
Street Lighting	New installations
Traffic Management	General Traffic Management measures
<b>Local Highways</b>	
Pedestrian Improvements	Dropped Kerbs Improvement to existing footways
Bus Infrastructure	Replacement Shelters*
Traffic Signing	Replacement signs (inc posts) Street Name Plates Sockets & Posts for SID Equipment
Road Markings	Replacement & Minor alterations of existing markings
<b>Rights of Way</b>	
Footpaths	Stiles / Gates Surface Improvements (Council Maintainable paths only)
<b>Drainage</b>	
	Minor Improvements New Gullies
<b>Community Engagement</b>	
	Meeting Booking Venue Action Note recording
<b>Sustainable Transport</b>	
	Advice on Council Policies Local Cycling & Walking infrastructure Plan Highway Developments

\*(Subject to agreement on future maintenance liability)

*Note;*

*Footways (commonly referred to as pavements) abut the Highway (road)*

*Footpaths are routes which are defined as Public Rights of Way and cross land not classified as highway*

Example of projects which cannot be funded include;

*Routine Maintenance – Gully emptying, Ditch Clearing, Hedgerow cutting, pot hole repairs.*

*Service subsidy – Bus Services*

*Promotional Campaigns*

*SID Equipment*

*Improvements for Individuals and Properties*

*Weight Limit (Freight) assessments*

### **Substantive bids**

Some of the priorities identified by the groups will exceed their annual financial allocation.

To assist groups in delivering these types of projects, a dedicated, centrally allocated fund will continue to be available to help bridge the funding gap. This will be set at £250,000 for the year 2022/23. As outlined in the funding section, this may also be supplemented in future years by utilising any unspent allocation from across the 18 community areas. For example, if each group underspends by £1,000 in 2022/23, then the substantive allocation for 2023/24 could be £268,000 (£250k + (18 x £1,000)).

The rules associated with applying for funding will remain the same as in previous years i.e. that the cost of the project must exceed the annual allocation for the community area in which the bid is submitted. In addition to this criteria, groups submit a minimum contribution to the application equivalent to a third of their annual allocation.

The substantive bid submission deadline is the end of November each year. This will enable projects to be developed throughout the year and ensure accuracy of submissions (e.g. designs, costs etc), rather than speculative applications where minimal design activities have been undertaken. All applications will be assessed and ranked in accordance with the agreed protocol during the January to March period. Successful bids will then be allocated funding for the following April, to match the level of substantive budget. The outcome of the bid process will be subject to a Cabinet Member decision.

Substantive projects will then be delivered in the April to March period of the following year, so bids submitted by November 2022 and identified as successful will receive funding from the 2022/23 allocation, with delivery anticipated in 2023/24.





# **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 each 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 A.

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 A – 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:	
Priority theme it is linked to: e.g., Environment, social isolation, young people	
Councillor lead(s):	
Assigned Officer lead(s):	
Date of set up:	
Date of review:	
Specific scope and remit for the working group: <ul style="list-style-type: none"> <li>• What are the specific objectives?</li> <li>• Any particular data or intelligence the board would like considered/ investigated?</li> <li>• Any partners, residents or other groups it should specifically link with?</li> <li>• Is the group being asked to review relevant grant funding applications?</li> </ul>	
Proposed membership (up to 10):  This does not need to be an exhaustive list. The Cllr lead and local Officer can review as needed.	
Any specific safeguarding guidance? Meeting directly with young people or vulnerable adults?	

**Bradford on Avon Area Board**  
**June 2022**

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### **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. Appendix A summarises the progress that has been made so far.

## Area board priority themes for Bradford on Avon:

- Youth engagement and positive activity opportunities
- Addressing Climate Change
- Reducing isolation and loneliness
- Supporting the local economy
- Improving transport and access

## 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 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.
- ii. Two news sources of data for Wiltshire that have analysed data during COVID and subsequent start of the recovery are available. These are:
  - [Annual report \(citizensadvicewiltshire.org.uk\)](https://citizensadvicewiltshire.org.uk)
  - [Recovery JSNA Wiltshire Intelligence](#)
- iii. 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 1<sup>st</sup> February 2022, approved both the [Wiltshire Climate Strategy](#) and [Wiltshire's Natural Environment Plan](#) and has committed to being Carbon neutral by 2030.
- iv. The Area Board should be aware of these plans and seek to help deliver them at a local level.

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 ....

- Some organisations are finding it difficult to find volunteers with some not returning due to anxiety over COVID-19.
- The demand upon our health services including the number of COVID related cases continues to be high.
- Many people, especially the older and more vulnerable have lost confidence and are reluctant to socialise again.
- There has been an increase in poor mental health and depression resulting from the pandemic. Some young people have been particularly affected.
- Inflation is very high with fuel costs doubling or more in price. This is hitting the poorer families and the elderly / vulnerable the most.

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 especially as there are many who do not have access to transport or/and do not use digital forms of communication.

## 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. These can be found in Appendix B. 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 along with its appendices 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.
-



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## APPENDIX A - Summary of progress made against priorities for 2021/22

### Positive Activities for Young People

Lead – Cllr Sarah Gibson

#### Actions:

- I. Wiltshire Youth Survey promoted resulting in 182 responses from young people in the local area providing useful information on what support and activities young people require.
- II. Partners meeting organised with St Laurence School and BoA Town Council.
- III. Skate Park fundraising project promoted.
- IV. Information and sign posting through Area Board engagements, CEM and Our Community Matters platform. Including promotion of the Young Work Wiltshire offer, apprenticeship opportunities, mental health support (local and national), FUEL Summer programme of activities and the publicising of local clubs, events and activities such as Mighty Girls and BoA Youth.

Related funding: Who	What	How Much	Feedback
Holt Youth Club	Summer project and activities	£1000	Summer programme promoted to local families including regular Friday night youth club meetings and art projects (mural making, creating and racing go carts.) Event planned 9 <sup>th</sup> Sept to support YP starting a new school year (Yrs 6 and 7).
4Youth South West	New heating system and kitchen Atworth Youth Club	£4145 (capital and revenue)	New kitchen fitted, heating system partially complete.
Youth Adventure Trust	Supporting young people through the pandemic and beyond	£1950	9 vulnerable young people in BoA participated in residential camps / activities and supported by youth workers. Feedback and testimonials to be shared with Area Board.
BoACAN	Young Futures	£500 revenue	Mental Health First Aid Training promoted – update on project requested. Capital funding also awarded for online platform.
BoA Town Council	Delivering Youth services in BoA – BoA Youth programme	£2700	Regular youth club provision, 1-1 sessions and detached youth work. BoA Youth council launched along with a youth café and community mapping exercise. Summer events scheduled. Annual survey planned for later in the year. Recently recruited new youth worker and the club has seen a growth in numbers (18 since Spring)
Holt 1 <sup>st</sup> Guides	International experience	£600	Personalised trip wear purchased for international trip 29/7/22
Relateen	Counselling service	£2000	Update requested

Counselling	for students at St Laurence School		
Mighty Girls	Thursday Group	£1500	Group leader and helper recruited to run the sessions which focus on enabling girls to have a social space after lockdown to support new friendships. Activities organised focus on the themes of Friendships, Activism, Wellbeing and Body Positivity. 30 girls attend each week. Visitors and volunteers from the community have joined the sessions to share skills such as crafts, yoga, work and careers.
Skate Park	BoA Town Council	£5000	Lottery bid unsuccessful. Fundraising group continue to explore other options. Update meeting planned 3 July.

## Addressing Climate Change Lead – Cllr Tim Trimble

### Actions:

- I. Promoted the draft Wiltshire Council Climate Change Strategy and Blue and Green Infrastructure Strategy consultations and encouraged local involvement and feedback. 78 responses to the Climate Strategy consultation received from the BoA community area.
- II. Invited Climate FriendlyBOA as partner on Area Board
- III. Supported BoA Climate Festival during Great Big Green Week
- IV. Supported and promoted other local environment and climate themed events and activities:
  - The Great Big Green Week
  - Repair café
  - Nature Chain
  - Save Fuel, Save the Planet
- I. Explored potential car sharing club and electric bus schemes.
- II. Participated in Local Nature Recovery Strategy Workshop
- III. Worked in partnership with BoA Town Council to secure LA Treescapes funding
- IV. Information and sign posting through Area Board engagements, CEM and the Our Community Matters Platform. Including promotion of home energy improvement grants, Warm and Safe, Plantlife digital event series, #WiltsCanDoThis campaign, Queens Green Canopy, Community Environment Toolkit and various funding opportunities such as Thrive renewables community benefit and Together for Our Planet.

## Reducing Isolation and Loneliness

Lead – Cllr Johnny Kidney

### Actions:

- I. Facilitated online Health and Wellbeing meetings with focus on Prevention and Wellbeing Services, Care Home volunteers and information sharing across 18 partner organisations and groups including the local PCN, BoA surgery and Wiltshire Music Centre.
- II. Actively encouraged and supported older and vulnerable people to get out again into their communities through events and regular activities resulting in an improvement in mental health. Groups and activities promoted included St Aldhem's Thursday Club, Tea Dances, U3A, Arts together, BoA computer club and library reading groups.
- III. Supported promotion of Celebrating Age online concert programme.
- IV. Promoted activities in the BoA community area in order that those who are vulnerable, or elderly are fully supported:
  - Community Hub
  - BoA Link
  - Living Well Age UK
  - Carer's Support groups
  - Men's Shed
  - Alcohol Awareness
  - Communittea party Summer 21
  - Dementia Action Alliance
  - Addressing Loneliness campaign.
  - Family and Community learning courses.
  - Wiltshire Wellbeing Hub
- I. Worked in partnership with BoA Link scheme to facilitate transport to local memory cafes.
- II. Provided support for those in sheltered housing schemes to find suitable activities in their communities so that they do not feel isolated when previous support ended.

Related funding: Who	What	How Much	Feedback
Wiltshire Digital Drive	Unwanted laptops and tablets refurbished and distributed to the local community	£4480	Positive response from community. Update on local data requested.
We Hear You	Counselling in BOA	£2337	Update requested
Our Time Project	Move and Inspire for elders in BoA	£3900	Project delivered at Wiltshire Heights, full report to follow with video to share with the community.
Area Board initiative	Community Transport for Dementia clubs	£1300	Link drivers, BoA DAA and Alzheimer's Support worker are working together to ensure residents requiring transport can access the memory groups in the area.

## Improving Transport and access

Lead – Cllr Tim Trimble and Cllr Johnny Kidney

### Actions:

- I. Promoted 'Future of Transport' consultation and helped to boost participation from the parishes.
- II. Shared Bus Services Improvement plan and consultation with community (143 responses from BoA area).
- III. Supported discussions to enhance/utilise community transport improving accessibility to local groups and activities
- IV. Link scheme promotion and driver recruitment
- V. Regular reporting and updating of service changes through Area Board, local engagements and OCM:
  - Winsley Active Travel scheme
  - BoA Traffic Management Approach
  - Changes to Highway Code
  - Bristol / Waterloo Train service
  - Cleaveland Bridge
  - Bath Clean Air Zone
  - Improvements to Frome Road pedestrian crossing and Five Ways junction

Related funding: Who	What	How Much	Feedback
Holt Parish Council	Materials for kissing gates to improve access to countryside	£464.50	Kissing gates installed
Councillor initiative	New handrail and resurfacing at the Snicket	£3690	Project costs increased, update requested.

## Supporting the Economy

Lead – Cllr Sarah Gibson and Cllr Johnny Kidney

### Actions:

- I. Promotion of Covid relief grant opportunities in the area including grants to support retail, leisure and hospitality sectors.
- II. Information sharing and sign posting – WC business newsletters, digital training, Work Wiltshire, business mentoring, local employment opportunities, Kickstart vacancies, Help to Grow scheme, Shop Local.
- III. Promoted BoA business re-launch, Atworth Artisan markets / Apprenticeship opportunities and Glove Factory Rooster talks

## Bradford on Avon Our Community Matters Platform and Newsletters 21/22

<https://ocm.wiltshire.gov.uk/bradfordonavon/>

<b>Number of newsletters sent</b>	<b>Number of subscribers</b>	<b>Page views April 21-March 22</b>	<b>Number of contributors</b>
46	716 (March 2022)	12,010	122 (March 22)

## APPENDIX B – 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
Supporting the Economy	To be agreed at next Area Board meeting.	Cllr Sarah Gibson and Cllr Johnny Kidney tbc
Reducing Isolation and Loneliness	To be discussed at next health and wellbeing meeting and agreed at following Area Board	Cllr Johnny Kidney tbc
Addressing Climate Change	To be discussed at next Area Board.	Cllr Tim Trimble tbc
Positive Activities for Young People	To be discussed at next Local Youth Network meeting (July) and agreed at the following Area Board.	Cllr Sarah Gibson tbc
Improving Transport and Access	To be agreed at next Area Board meeting	Cllr Tim Trimble and Cllr Johnny Kidney tbc







**DORSET & WILTSHIRE  
FIRE AND RESCUE**

## 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.

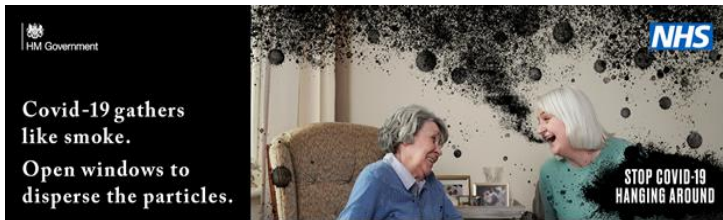
A Safe and Well visit is **FREE** and normally lasts about one hour covering topics such as:

- 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](mailto: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](mailto: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

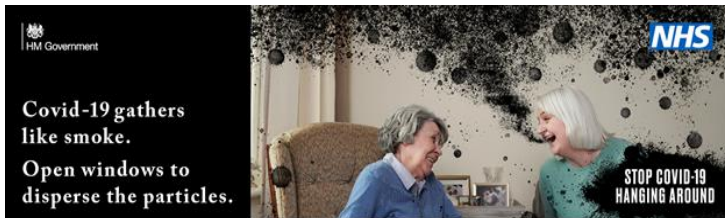
Have you always wondered if you could join the fire service, but haven't had the opportunity to find out more? Have you found yourself seeking your next challenge, keen to give back to the local community or wanting to learn new skills including leadership and teamwork? Then becoming an on-call firefighter 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/](http://www.dwfire.org.uk/working-for-us/on-call-firefighters/) or should you have any questions, you can call **01722 691444**.



## 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.

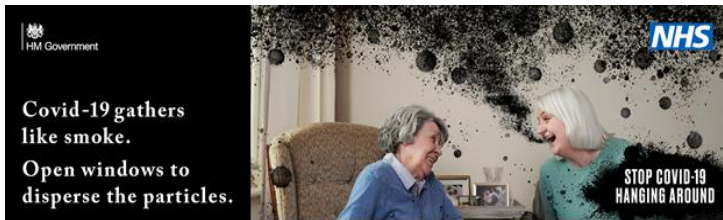
Biker Down is a free three-hour course that provides practical and potentially lifesaving advice, and the sessions are suitable for riders of all experience levels.

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](http://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.

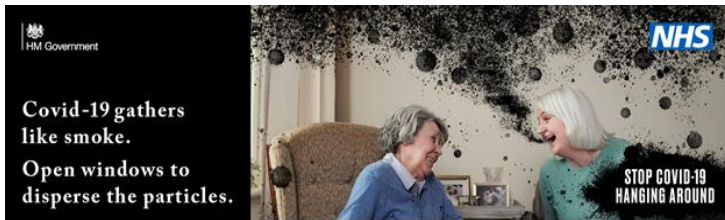
For further information regarding bonfire and garden safety please visit - <https://www.dwfire.org.uk/safety/safety-outdoors/bonfires-and-garden-safety/>

## **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 \(NFCC\)](#).



**PASSIONATE ABOUT  
CHANGING & SAVING LIVES**



**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.

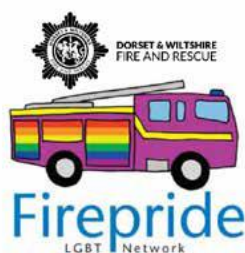
For further information on the dangers of cooling off in open water and some key safety tips for staying safe near water, please visit: - <https://www.dwfire.org.uk/safety/safety-outdoors/water-safety/>

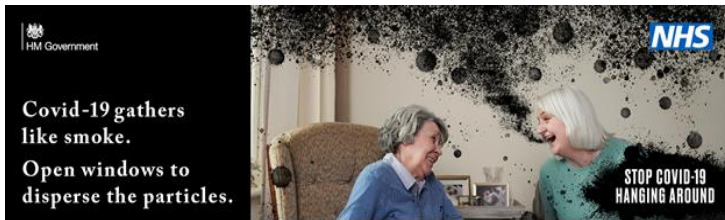
## Supporting Pride

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

Total Fire Calls for Bradford on Avon Fire Station for period 22/02/2022 – 26/05/2022:-

Category	Total Incidents
No. of False Alarms	12
No. of Fires	Car fire – 2 Domestic – 3 Derelict building – 2 Chimney – 1 Rubbish - 1
No. of Road Traffic Collisions and other Emergencies	Release person – 4 RTC – 1 Gain entry – 4 Co-responding – 5 Rescue from height – 1 Dangerous structure - 1
<b>Total</b>	<b>37</b>

N.B – Figures do not include standby, ‘make up’ or relief moves by Bradford on Avon crew

### Local Incidents of Note

No local incidents of note within the reporting period

**...David Geddes...  
Station Manager**

**Email: David.geddes@dwfire.org.uk**

**Mobile: 07826 532607**

## 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.



## Report highlights lack of support services for young LGBTQ+ community

Young people who identify as LGBTQ+ say there are few health and care services in Wiltshire to support them, and a lack of understanding from healthcare professionals has left them feeling unheard and disrespected.

These are the key findings of a project carried out by our Young Healthwatch Wiltshire volunteers, focusing on what young LGBTQ+ people aged 11-25 thought of the support they had received, and the support they would like to see in their schools, colleges, workplaces, and local communities.

More LGBTQ+ education in schools and better access to advice and information were seen as vital ways to help close the current gap in LGBTQ+ support for both young people and adults in the county.

### What young people told us

- There is a need for LGBTQ+ support in Wiltshire and there is currently a gap in services.
- Education was seen as key in addressing the lack of understanding and discrimination faced by the LGBTQ+ community. This included changes in language and normalising the use of pronouns.
- Advice and information was seen as an important area where young people could make informed decisions about the support they needed, but finding support was difficult.
- Sex education was identified as a support need and for sexual health services to be LGBTQ+ inclusive.

- Transgender healthcare was raised as an issue with long waiting lists for HRT (Hormone Replacement Therapy) and a lack of gender reassignment surgeries.

Young Healthwatch Wiltshire volunteer **Robyn** said: "It was great to be involved in this project and hear directly from LGBTQ+ young people, particularly those in more rural areas where young people are often more isolated and even less visible. As a member of the LGBTQ+ community who grew up in Wiltshire, it was also important to me personally, and the feedback really resonated with me.

"I'd like to see far more awareness of and support for non-binary and transgender young people, especially in healthcare and mental health provision. I'm also looking forward to seeing the impacts from the new relationships and sex education legislation on the information and support available to all young people."

**Stacey Sims**, Healthwatch Wiltshire Manager, said: "We're grateful to the young people of Wiltshire's LGBTQ+ community for sharing their experiences and ideas with us and to our young volunteers for producing this report. It is clear from our survey that there is a need for LGBTQ+ support - for both young people and adults - in Wiltshire and that there is currently a gap in services. We look forward to working with the commissioners of local services to see how support for the LGBTQ+ community can be improved."

[Read the report on our website.](#)



## Climate Friendly Bradford

**Home energy:** we are encouraging residents to complete a simple survey of their home heating and energy saving measures. This will enable us, with the Town Council, to select several house types typical of the town and surrounding area, and then one of each type will have a survey in the autumn or winter, to identify low cost energy saving measures to exclude draughts and reduce heat loss.

**Repair cafes:** Our zero waste group has run two repair cafes this year, and plans to get these to become a monthly event on a Saturday morning, where people can bring a variety of household items for repair, and learn how to do repairs at the same time.

The Sustainable Food and Agriculture Group and the Biodiversity Group are working together to set up a '**citizen science**' study of local soils, their origin and their quality for biodiversity and food production.

A survey is being organised for food retailers and restaurants on how they source their food, and what proportion is locally sourced. Reducing food miles is important for reducing the carbon footprint of our food supply.

We continue to run lively monthly meetings, in person and online. We are currently developing plans for a week of activities in the national Great Big Green Week, from 24th September to 2nd October. We are working with the Town Council on this.

Rachel Berger

Chair, Climate Friendly Bradford on Avon



## ***Update for Bradford on Avon Area Board***

<b>Name of Parish/Town Council/Org/Group</b>	<b>Streets Ahead</b>
<b>Date of Area Board Meeting</b>	8 June 2022

### **Headlines/Key successes**

- The membership of Streets Ahead has lapsed somewhat from COVID 19, but it's in the process of being re-constituted
- I expect a membership of around 10 – a mix of professionals and organisation representatives
- An in-person meeting is expected to be held soon

### **Projects**

- 
- 
- 

### **Forthcoming events/Diary dates**

- 
- 
- 

Signed: Jeremy Wire

Date: 26/05/22





<b>Report To</b>	<b>Bradford on Avon Area Board</b>
<b>Date of Meeting</b>	<b>Wednesday, 08 June 2022</b>
<b>Title of Report</b>	<b>Bradford on Avon Area Grant Report</b>

## Purpose of the Report

- To provide detail of the grant applications made to the Bradford on Avon Area Board. These could include; community area grants, health and wellbeing, young person's grants and Area Board initiatives.
- To document any recommendations provided through subgroups.

## Area Board Current Financial Position

	Community Area Grants	Young People	Health and Wellbeing
<b>Opening Balance For</b> 2022-23	£ 14,160.00	£ 11,528.00	£ 7,700.00
<b>Awarded To Date</b>	£ 999.49	£ 0.00	£ 0.00
<b>Current Balance</b>	£ 13,160.51	£ 11,528.00	£ 7,700.00
<b>Balance if all grants are agreed based on recommendations</b>	£ 6,510.51	£ 11,528.00	£ 7,700.00

## Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<a href="#">ABG557</a>	Community Area Grant	Staverton Rangers Youth Football Club	Replace Goalposts	£3324.00	£1650.00
<p><b>Project Summary:</b>  <b>Our 21ft x 7ft goalposts are in a state of disrepair, and the only reasonable course of action is for them to be replaced with new ones. Therefore, the replacement of these goalposts is our project.</b></p>					
<a href="#">ABG587</a>	Community Area Grant	Winsley Parish Council	Winsley Playpark replacement of aging and end of life play equipment	£25000.00	£5000.00
<p><b>Project Summary:</b>  <b>Our annual play park inspection has identified that a number of pieces of equipment need replacing and others after 20 years of busy use are heading much the same way. Given we had the complete (and totally unexpected) failure of a wooden post a couple of years back, Winsley Parish Council are of the view that the safest and most cost-effective approach would be to replace the whole 20-year-old activity trail in one go. The play park, located right next to the primary school and preschool, is the only one in the village and is very well used all year around, as such we would like to replace the trail with something at least as fun, robust and sustainable but ideally with some different and more engagement pieces of equipment. If affordable we would also like to install a piece of apparatus that would prove more challenging for older children.</b></p>					

## 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 person's 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 subgroups 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

Ros Griffiths, Community Engagement Manager, [Ros.Griffiths@wiltshire.gov.uk](mailto:Ros.Griffiths@wiltshire.gov.uk)

BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

	Item	Update	Actions and recommendations	Who
	<b>Date of meeting: 25th April 2022 Virtual meeting</b>			
1.	<b>Attendees and apologies</b>			
	Circulation:	<p>Tim Trimble (Chair)            Sarah Gibson – Wiltshire Councillor            Johnny Kidney – Wiltshire Councillor            Trevor Carbin – Wiltshire Councillor            Andy Cadwallader, Kirsty Rose – Highways            Ros Griffiths - Community Engagement Manager</p> <p>Atworth Parish Clerk            Bradford on Avon Town Clerk            Holt Parish Clerk            Limpley Stoke Parish Clerk            Monkton Farleigh Parish Clerk            South Wraxall Parish Clerk            Staverton Parish Clerk            Westwood Parish Clerk            Winsley Parish Council            Anthony Smith – Wingfield PC            George Mumford – Westwood PC            Liz Watts – Monkton Farleigh PC            Pauline Adams – Monkton Farleigh PC            Jeremy Wire – Streets Ahead            Ian Barnes – Limpley Stoke PC            John Barnes – Winsley PC            Bella Walker – South Wraxall PC            Andrew Nicolson – Cycling UK</p>		

## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

2.	<b>Notes of last meeting</b>		
		Previously circulated	
3.	<b>Financial Position</b>		
		<p>Current amount available including contributions £40,634            Current spend &amp; commitments £15,400            Current remaining budget £25,234</p> <p><u>Allocations made at meeting:</u></p> <p>Winsley waiting restrictions - £3000 (£1500 LHFIG / £1500 PC (TBC)).            Monkton Farleigh signing - £680 (£340 LHFIG/£340 PC tbc)            Whitehill, BoA - £2300 (£1150 LHFIG / £1150 TC tbc)            Purpitt, Atworth - £2500 (£1250 LHFIG / £1250 TC tbc)            BoA dropped kerbs - £4000 (£2000 LHFIG / £2000 TC tbc).            Berryfield Road substantive bid - £7000            Wine Street - £3200 (£1600 LHFIG / £1600 TC (tbc))</p> <p><b>Remaining budget: £10,394</b></p>	

## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

<b>4.</b>	<b>Top 5 Priority Schemes</b>			
a)	<p>South Wraxall PC Bella Walker</p>	<p>Visibility has been checked at the B3109/UC junction. . For 50 mph roads the desired minimum distance is 160m but an absolute minimum of 120m is acceptable.</p> <p>Looking to the North (towards Corsham) 120m was achievable.</p> <p>Looking to the South (towards Bradford Leigh) a distance of 45m only could be achieved due to a bend in the road, a rising bank on the verge and a mature hedgerow.</p> <p>There were no signs of any collision debris in the area, or damage to the verges and no skid marks were apparent on the main carriageway. There has been 2 reported personal injury collisions in the 6years up to April 2020.</p> <p>Document B3109-001 has been circulated to demonstrate the land requirement to achieve full visibility. Regrading of the land may also be necessary.</p> <p>KR to write to SWPC and liaise with Bella Walker. JK to be copied in to correspondence</p> <p>Letter sent to SWPC. Legal have been asked to write to landowner. KR to chase</p>	<p>KR to chase legal services letter.</p> <p>BW reported a recent collision involving a car and cyclist at the junction.</p>	<p>KR</p>

## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

b)	<p>Limpley Stoke PC</p> <p>2-22-10 Woods Hill, Limpley Stoke</p> <p>Permanent closures measures</p> <p>Ian Barnes</p>	<p>Experimental closure of Woods Hill at junction with A36. Monitoring before and after will be required. Being progressed by PC.</p> <p>Funding for scheme agreed in principle pending detail design and cost estimate. May be split over financial years.</p> <p>Detail design, cost estimate and draft traffic regulation order underway.</p> <p>Detail design prepared and TRO documentation with TRO team for advertisement. Estimated timescale for implementation is early April.</p> <p>JK requested consideration be given to renewal of white lining and coloured surfacing forming the virtual footways in the village. AC explained there was no maintenance budget available particularly for coloured surfacing.</p> <p>IB stated parish council have been in contact with a lining contractor who has provided a price for the lining renewal, which the parish council are to fund. AC explained that the PC should not be undertaking maintenance work on the highway without permission as this is the role of the highway authority. IB to send details of lining contractor to AC. IB and AC to liaise re lining works.</p> <p>ETRO now operational. IB updated CATG that PC have installed traffic counters and are collating data relating to the impact of the ETRO.</p> <p>Cabinet member report has been prepared and is currently going through the approval process prior to publication.</p>	<p>Cabinet member decision made (and published) to make closure permanent. This is now effective. Permanent physical measures are required. Ian Turner is preparing proposal and estimate for Parish Council approval.</p> <p>The Parish Council has budgeted for these measures.</p>	
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## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

c)	<p>Whitehill, Bradford on Avon</p> <p>Also 2-21-7</p>	<p>Request for advertisement of permanent order for no entry following removal of temporary order as part of the social distancing project.</p> <p>TRO advert lead time is likely to be in excess of 10 weeks. Scheme cost, including TRO cost, to be in region of £1500.</p> <p>KR to prepare TRO documents and pass to TRO team. Funding to be discussed by TC and considered at next CATG meeting.</p> <p>Outline proposal provided to group. Total scheme costs in the region of £3800. TRO costs are £1500 of that total.</p> <p>CATG agreed to allocate £750 to this with £750 from BoA TC.</p> <p>To progress to advert</p> <p>To be advertised 11<sup>th</sup> Feb to 7<sup>th</sup> March. All interested parties can comment during that period</p>	<p>The formal advertisement is complete and objections have been received. This will now be subject to a cabinet member decision report to determine whether or not this proposal will be implemented.</p> <p>The group agreed to allocate funding for the implementation costs, subject to match funding from the town council. £1,150 LHFIF / £1,150 TC tbc.</p>	To note
d)	<p>Westwood Parish Council Speed management – New Inn area <a href="#">George Mumford</a></p>	<p>Site meeting held previously with KR, JK and Westwood Parish Council . KR provided outline proposal to Parish Council. Request to be considered by CATG</p> <p>CATG agreed to support. KR to prepare plans.</p> <p>KR to complete plans and issue to parish council for consideration.</p> <p>Item to be moved to top priority schemes.</p>	<p>KR has provided options for PC to consider (attached).</p> <p>Estimated costs are: Option 1 - £22,000 Option 2 - £41,000 Road Marking and Gateway - £6,000</p> <p>This is to be considered by parish council and brought back to next meeting</p>	PC

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e)	Bradford on Avon Berryfield Road Streets Ahead	<p>(notes shortened)</p> <p>KR presented plans (enclosed). Estimated costs are £34,000 with an additional £7,500 for Sladesbrook.</p> <p>KR to circulate plans to Louise Walford and discussion to take place regarding consultation with residents and school.</p> <p>CATG agreed funding of £1800 for a topo survey of Berryfield Road to allow detailed design work to progress. KR to order.</p> <p>KR &amp; TT met with school representatives. Positive feedback, particularly re Sladesbrook changes. Would like to see (and can facilitate) consultation with parents and pupils re Berryfield Road changes.</p> <p>Awaiting topo survey to progress design works</p> <p>It was agreed to progress Sladesbrook element separately. CATG agreed allocation of £3750 subject to matched contribution from town council.</p>	<p>Topo survey not yet received. Traffic data being collected at start of term.</p> <p>Sladesbrook funding contribution from BoA TC confirmed.</p> <p>Works order to be issued for Sladesbrook element.</p> <p>It was also agreed to set aside a contribution for the substantive bid for works to Berryfield Road of £7000.</p>	
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## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

5.	<b>Substantive schemes</b>			
a)	Station approach – Bradford on Avon	<p>Revised proposals agreed by Town Council. Estimate stands at £61,356 Substantive bid application form submitted. Local contribution of £2,500 from B on A TC, £2,500 from CATG</p> <p>Substantive bid successful. Detail design complete. Scheme is included in 2020/21 works programme but timeline currently unknown.</p> <p>This scheme had been planned for June 2021. It has now been postponed as all works in the Bradford on Avon area have had roadspace bookings revoked during the closure of Cleveland Bridge in Bath. The scheme is to be reprogrammed.</p> <p>Site meeting to take place on 10<sup>th</sup> Feb to discuss concerns raised by AN.</p> <p>Scheme programmed for construction to commence 25<sup>th</sup> April 2022.</p>	Construction works will commence on 25 <sup>th</sup> April for 3 weeks.	KR
6.	<b>Waiting Restrictions</b>			

## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

a)	Winsley - Winsley Hill Canal Bridge and Bradford Road North	Waiting restrictions proposal circulated. The changes to budget arrangements see waiting restrictions fall within LHFIFG remit, therefore group to consider support for funding proposals, including TRO advert.	<p>Group discussed changes to funding arrangements. WC councillors to make representations to cabinet member and senior officers regarding funding for these restrictions as it is not felt that these should be funded centrally as this was originally agreed prior to delays to delivery.</p> <p>The advert cost, which can include Atworth, is £2000 with an additional £1000 per location for implementation.</p> <p>It was agreed to allocate £1500 from LHFIFG but to for representations to be made to reduce the funding required.</p>	
b)	Atworth – Mead Park	Waiting restrictions proposal circulated. The changes to budget arrangements see waiting restrictions fall within LHFIFG remit, therefore group to consider support for funding proposals, including TRO advert.	As above. TC and PT expressed concerns that the PC should not be expected to contribute as this lining is needed as a result of a scheme implemented through CATG.	
<p><b>7. Other Ongoing Issues</b></p>				

## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

a)	Holt	<p>Improvements and widened footway at junction of B3107 and east exit to The Midlands. DT has given feedback to PC on initial design and cost estimate prepared by consultant. PC want WC to take forward design to detail stage with a view to making a substantive bid.</p> <p>Land ownership plan provided to PC. The resident at 180 is content with the proposal to remove some of the scrub and cut in to the bank outside of their property (within the adopted highway).</p> <p>KR has reviewed options and met with parish council reps on site. A proposal has been prepared for footway widening without a retaining wall. A topographical survey is required to progress design further. A quote of £1650 has been returned. Holt PC propose 50/50 funding with CATG. This was agreed.</p> <p>Topo survey received. Substantive bid submitted – documents provided with tracker for information.</p> <p>Await outcome of substantive bid.</p> <p>The substantive bid has been successful for funding in the 2022/23 financial year.</p> <p>Design works is to be progressed to form works package for construction.</p>	<p>Design works underway. A TRO will be required for parking restrictions and proposed 20mph speed limit. Parish Council will be informed of dates for this when available.</p> <p>Works programmed for construction in October 2022.</p>	
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## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

b)	<p>Monkton Farleigh PC Liz Watts/Pauline Adams</p>	<p>Speed limits in the village. LW presented case for lower speed limits in village. DT advised of adopted process of using Atkins for a speed limit assessment. Cost is £2500. Funding agreed in principle 50/50 PC &amp; CATG</p> <p>Additional information supplied to PC. Awaiting decision from PC as to whether to go ahead</p> <p>PC confirmed decision to proceed with assessment but will be put on hold until meeting with Atkins/KR can take place.</p> <p>Site meeting held with Atkins and PC in April.</p> <p>Assessment to be progressed by Atkins.</p> <p>KR investigated speed limit orders in the village as discrepancy between in-car systems and signing. The orders are all correct however it would appear there is no obligation on the sat nav companies to ensure information is correct.</p> <p>Liz and Pauline highlighted the walking routes in the village and the difficulty of arranging a safe circular route for a recent event due to the speed of the village roads.</p> <p>Atkins report has been issued and is included with this tracker for circulation.</p> <p>The Parish Council supports recommendations for section 4 but is disappointed in the other recommendations made and the overall content of the assessment. Cllr Kidney concurs.</p> <p>KR to arrange meeting with PC and JK to discuss assessment further.</p>	<p>Meeting held to discuss Atkins data and report. KR to undertake review of data and review recommendations.</p> <p>Review of section between A363 and 30mph terminal to include consideration of other options to improve actual and perceived safety for vulnerable road users.</p>	KR
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BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

c)	<p>Winsley Issues Johnny Kidney</p>	<p>JK set out current community actions. Priority is Dane Rise &amp; Tying Road junctions and identification of low cost measures. KR to continue to offer advise prior to bringing forward to CATG.</p> <p>KR and JK met on site to discuss issues. KR recommends data collection in the first instance to determine pedestrian numbers, vehicle speeds, volumes and possibly turning movement. A quote is being sought for this. KR will also undertake visibility assessments at the junction leading on to the B3108 and review signing on the route.</p> <p>JB expressed concerns over the Hartley Farm application and the lack of requirement for the farm to contribute to improving pedestrian access/safety. The PC is very much in support of the farm shop but it should be recognized that they are the attractor of much pedestrian and vehicle activity.</p> <p>KR to raise Hartley Farm application with highways DC again with additional feedback from PC. Progress visibility survey and sign review. Secure quotes for surveys.</p> <p>KR and JK met with cabinet member at B3108. Additional surveys (turning movements and journey time/speeds) have been undertaken. The data has been received and awaiting analysis to determine action regarding extension of the speed limit and any changes to the junctions.</p> <p>JB reported that Hartley Farm are to surface the footpath through their property which will make a more suitable off road route for pedestrians in all weathers.</p>	<p>KR explained that data analysis has been undertaken and recommendations are being prepared. This is to be compiled into a briefing paper for circulation once agreed with the Cabinet Member.</p>	<p>KR</p>
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## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

d)	<p>Winsley to BoA Tranche 1 cycle scheme</p>	<p>Wiltshire Council undertook public consultation on both Tranche 1 and Tranche 2 Emergency Active Travel Fund schemes from during December and January. This was widely advertised through social media and traditional press platforms.</p> <p>Over 1700 responses from the public were received during the consultation period, more information on which can be found here <a href="https://www.wiltshire.gov.uk/news/next-steps-for-cycle-lanes-in-the-county">https://www.wiltshire.gov.uk/news/next-steps-for-cycle-lanes-in-the-county</a></p> <p>Of those who commented on the B3108 scheme, 67% stated their support. Based on this, along with consideration of the monitoring data, it is proposed that the provision of a cycle facility on the B3108 be made permanent, albeit this will not be in its current form.</p> <p>The provision of a shared use path is proposed, with design work being undertaken by Atkins. Currently in early stages of process but aiming for construction during the 2021 school summer holidays. A road closure will be required to facilitate construction. The group expressed concern regarding the impact of this on surrounding roads and businesses.</p> <p>Site meeting has taken place Cllrs Trimble, Kidney, Gibson and ADN to discuss proposed scheme and consider options put forward by ADN.</p> <p>Scheme now programmed for construction in Summer 2022.</p>	<p>Information has been provided to the parish and town council outlining the preliminary design and scheme extents.</p> <p>The work will be undertaken in 3 phases with the 3<sup>rd</sup> phase requiring a 6 week closure of the B3108. Mitigation measures to deal with the impact upon this are to be put in place, including additional signing on adjacent routes, replacement passenger transport services and liaison with local businesses is underway regarding access needs.</p> <p>Further information is available on the Wiltshire Council website under Highways / New Active Travel Schemes.</p>	<p>To note</p>
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## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

e)	<p><b>Winsley – Primary School Signing</b>  <a href="#">John Barnes</a></p>	<p>The Primary School would like additional warning and directional signage to help drivers to locate the School. It's felt that signs from the B3108 into Tyning Road, and from roundabout of the B3108/Winsley/Bradford Road would be helpful.</p> <p>KR recommends directional signing opp. Tyning Road on B3108 and on Bradford Road. School warning sign on Tyning Road approach from B3108. Cost estimate £500.</p> <p>Tyning Road warning sign to be taken forward for install at £150 cost (£75 contribution from PC)</p> <p>Direction signing to be included with review of signing on B3108.</p>	<p>School warning sign now in place.</p> <p>Martin Rose confirmed lining will be refreshed as part of next batch of works. JB concerned about lining placement. KR and MR to review.</p> <p>Lining still outstanding – KR to chase but at the worst case, this will be included as part of the B3108 works.</p>	KR/MR
f)	<p><b>Upper Westwood – Street name plate request</b>  <a href="#">George Mumford</a></p>	<p>A request has been made for the provision of a street name plate to guide vehicles to 117-120 Upper Westwood. The lane on which the properties sit does not have any signing nor are the properties visible to passing vehicles. This has resulted in frequent issues with deliveries etc for residents.</p> <p>Proposal and cost estimate for 2no name plates to be prepared</p> <p>1no street nameplate can be provided at the end of the lane leading to 117-120 Upper Westwood. Text on nameplate to be 117-120 Upper Westwood. Cost estimate £150.</p> <p>Parish Council support the request for a street nameplate and agreed to contribute £75. CATG agreed to contribute £75 to a total of £150.</p>	Works complete. Item to be removed from tracker.	To note

## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

g)	Wingfield PC Anthony Smith	<p>Renewal of footway at former Council Houses on B3109. Previous cost estimate £8466. Revised cost estimate £8873. 50% contribution agreed from centrally held funds</p> <p>It was agreed to defer this to next financial year at the request of the PC.</p> <p>KR to check funding status with Diane Ware.</p> <p>Item to be moved to other schemes list. Diane Ware confirmed fundng can carry over to 22/23. Scheme to be put on hold</p>	Item to be re-opened. Major Maintenance reviewing the previous estimate and available budget. To advise if funding still available.	
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## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

h)	Wine Street, Bradford on Avon	<p>(note shortened) Improve ped safety by:</p> <ul style="list-style-type: none"> <li>• Make Wine Street 'Access Only' for residents and relevant services.</li> <li>• Make Wine Street a 20 mile per hour speed limit (although most residents feel a 15 mile per hour speed limit would be more appropriate) and potentially introduce other mechanisms to slow the traffic, either by giving priority to pedestrians over vehicles or introducing speed bumps or other traffic calming measures, in keeping with other areas in the town.</li> <li>• Revert to enforcing a 'no right turn' at the end of Newtown in combination with cameras to assure compliance and a 'No Access to the Town Centre' sign placed at the top of Wine Street.</li> </ul> <p>CATG would like to investigate options. KR to review</p> <p>SG highlighted that previous changes to parking were not favoured by residents and changes may not be popular with all.</p> <p>ADN asked that a fair approach be taken with consideration to all. Also highlighted locations in Newtown that are narrow and could have priority working introduced to allow for footway improvements.</p>	<p>A prohibition of motor vehicles, except for access, would be appropriate to replace the current 3T weight restriction.</p> <p>The cost of advertising this is £2000 for progressing the associated TRO.</p> <p>Implementation costs will be in the region of £1200.</p> <p>A change in speed limit, along with introduction of calming measures, is not considered to be appropriate. Vehicle speeds are constrained by width and parking. A reduced speed limit is unlikely to reduce speeds further. Traffic calming would not be feasible given the gradient, width, accesses and parking on Wine Street.</p> <p>The provision of a 'No Right Turn' on Newtown may be considered as part of the wider review of the town and in light of this review should not be considered as a standalone item.</p> <p>AC asked for the inclusion of waiting restrictions on the bend as there are issues with the gully tanker etc being able to access.</p> <p>KR also to review if an exemption to the one-way for cyclists may be included.</p> <p>The group allocated £3200 subject to TC contribution (£1600 LHFIFG / £1600 TC)</p>	KR
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## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

i)	Bradford Road, Atworth	<p>The entrance to the village on the Bradford Road is signed as a 30-mph zone and there is a painted road sign to Slow Down. The road bends sharply to the right and almost immediately is alongside Churchfields Primary School. Even if the traffic slows down to 30 mph at this point, it is still going too fast to ensure the safety of any pedestrian/children using the pavement or crossing the road.</p> <p>We are requesting a 20-mph limit at the entrance to the village on the approach to the school entrance and down the Bradford Road, to ensure the safety of children and parents walking to and from the school.</p> <p>CATG agreed to support at 20mph speed limit assessment in this location and to provide 50% of the funding, to be matched by the parish council. This is a total of £2500 therefore £1250 each.</p> <p>Parish Council contribution confirmed. Await outcome of assessment.</p>	Surveys ordered. Assessment report to be prepared upon receipt of data.	KR
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BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

j)	A365, Atworth	<p>We have an ongoing and increasing problem with speeding traffic along the A365 which dissects the village. This has been exacerbated in recent months by an increase in HGV traffic, resulting from the diversion away from the Cleveland Bridge in Bath.</p> <p>We are concerned for the safety of parents with children using the A365 to access the Snapdragons Nursey School at 43 Bath Road.</p> <p>We are requesting signage to warn traffic of children crossing and to slow down as they approach the school from both directions. Exact nature of signage to be advised by Highway Department.</p> <p>KR explained there may be an issue with providing signing as this is a nursery and may not strictly meet the criteria set for warning signs set by DfT. KR to review and report back.</p>	<p>Unfortunately, the warning signing cannot be used on the approach to a nursery. There are no suitable signs with the Traffic Signs Regulation and General Directions for use in this instance.</p> <p>No further action. Item to be removed.</p>	KR
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BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

k)	A365 Atworth – Mini-Roundabout	<p>We have an ongoing and increasing problem with speeding traffic along the A365 which dissects the village. There has been a marked increase in the volume of traffic over the past two years, including a higher percentage of HGV vehicles, to the point where we have serious concerns about pedestrian safety, noise and air pollution.</p> <p>At the moment, traffic approaching the mini roundabout on the A365 from the east actually speeds up on the approach, as there is clear view ahead and obvious priority for main road traffic. We would like Highways to consider extending the shape of the roundabout to the left (not moving it) to create a greater chicane to slow traffic down.</p> <p>Group agreed to investigate feasibility of changes to layout. KR to review.</p> <p>There may be funding available via the planning application relating to a large solar farm. KR to speak with development control.</p>	KR to contact development control re solar farm application	KR
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## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

I)	Purlpit, Atworth	<p>Almost two years ago, the Atworth Parish Council submitted a requested to Melksham CATG for a dropped kerb crossing at the Bath Road junction and Purlpit . Detail design work was completed and a cost of £7500 was quoted, to include work to relocate a sign, which the Highway Department said was necessary to enable the dropped kerb to be installed . A drawing showing the proposed solution is attached for information. This project was still outstanding in May 2021, at which time Atworth moved from Melksham Without to the Bradford on Avon area. Initially, Melksham CATG kept this on their books but have now decided to close the case, unresolved, and recommend we submit a new request to the B-on-A CATG. It was agreed that KR will revisit this scheme to review proposal and estimate.</p> <p>KR confirmed that funding was not allocated from Melksham CATG previously.</p>	<p>The estimate for the proposed works is accurate however a reduced proposal may be considered. This would include dropped kerbs only, omitting the proposed footway widening with amended dropped kerb positioning.</p> <p>The estimated cost of implementation, including traffic management, is £2500.</p> <p>The group agreed to allocate £1250 to be matched by APC. APC contribution to be confirmed.</p>	KR
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## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

m)	Ashley Road, Bradford on Avon	<p>I was hoping to get some understanding from you as to our (local residents) concern why Ashley Road in Bradford-on-Avon Wiltshire, is not a 20 mph zone?</p> <p>St Laurence school children along with a densely populated residential road is heavily used by cyclist, runners and walkers has a 30 mph speed limit. Many vehicles using this road are regularly driving way in excess of that, with no regard for pedestrian safety. There is also access along Ashley road to a children's play area and playing field used by many families and further on, fields used by dog walkers from all over.</p> <p>It appears that every other road with a school on it naturally has a 20 mph speed limit, which of course is appropriate to the environment. Please can you advise as to our question why this is not the case here? It doesn't seem to be rational. Could this now be investigated?</p> <p>Ashley road becoming a 20 mph zone from bath road junction onwards. Traffic survey to be requested to gather speed data</p>	Traffic data currently being collected.	KR
n)	Bath Rd, Bradford on Avon	<p>The speed limit is not observed by vehicles on Bath Road. Volume is increasing leading to more pollution and queuing. Lorries are increased and speeding too.</p> <p>Would like the speed limit reduced. Some monitoring of some kind. I am unable to have the windows open due to noise.</p> <p>Traffic surveys to be requested to gather speed data.</p> <p>KR to review visibility of mini-roundabout at junction with Winsley Road.</p>	There was an issue with data collected, therefore awaiting re-issue of traffic data.	KR

## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

o)	Holt Rd, Bradford on Avon	<p><b>Request 1:</b> There is a high degree of speeding on the Holt Road from the 30mph limit to the roundabout at New Road. The footway is very narrow and walking along it requires pedestrians to take evasive action as vehicles mount the footway.</p> <p>Signing should be more prominent and the 30mph speed limit extended. Traffic calming measures should also be considered.</p> <p><b>Request 2:</b> The B3107 as you go out of Bradford towards Holt after the roundabout junction with New Road is far too narrow for cars/vans to pass. The wall on the right hand side should have been moved about 2 to 3 feet away when permission was given for the new estate to be built. The situation was first noticed when a pavement was put in on the left hand side. This pavement is too wide. Mr Moulton brought into Wiltshire Offices about 30 wing mirrors broken off vehicles but as usual Wiltshire was NOT interested. Closing the road to do essential repairs was the perfect opportunity to move the RHS wall back.</p> <p>The Right hand side wall moved back into the scrubland by 2-3 feet. This would make the road safer for all and in particular as there are currently no warnings about the narrowness then visitors to the area are put off coming again particularly if they have had a mishap and lost a mirror or a dent from the wall.</p> <p>AC informed the group that as part of the development, an alternative pedestrian route has been provided to encourage use rather than along Holt Rd.</p> <p>KR to identify any improvements required to highlight this route or improve access to encourage greater use by pedestrians instead of continued use of Holt Road.</p>	<p>There are no improvements to be made to the pedestrian route through the estate, or leading to it, however additional pedestrian signing may be beneficial.</p> <p>Proposal to be prepared showing locations and sign legend to be agreed with town council.</p>	KR
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BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

p)	<p>Junction of road from Monkton Farleigh Village and A363</p>	<p>Lack of awareness of drivers travelling along A363 towards Bradford-on-Avon of this junction, compounded by speed. Lack of visibility for vehicles turning from Monkton Farleigh lane into fast moving traffic.</p> <p>Reduction of the speed limit on A363 from Parish Boundary before Dry Arch through to existing derestriction zone past Farleigh Wick to 40 mph Visibility is poor when exiting the junction and crossing the road is difficult.</p> <p>KR to review junction to determine if improvements can be made. Visit with PC reps when meeting to discuss the speed limit assessment.</p>	<p>A review of collision data shows that collisions are occurring at the junction involving vehicles waiting to turn right into Monkton Farleigh. These collisions are rear-end shunts and this site is not within the collision cluster list.</p> <p>Visibility when exiting is limited by the road geometry.</p> <p>Direction signing opposite highlights the junction however additional junction warning signing could be provided on the approach from Bradford on Avon. This is in place on the approach from Bathford.</p> <p>The estimated cost of providing the warning sign is £680.</p> <p>The group agreed to fund and allocated £340 to be matched by Monkton Farleigh Parish Council. PC funding to be confirmed.</p>	KR
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## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

q)	Winsley Rd, Bradford on Avon (nr Wine Street junction toward Budbury Tynning bus stop)	<p>Footpath, single file, one side only. Used by St Laurence pupils who then cross busy road to use Wine Street. Vision poor and traffic generally too fast. Difficult for parents with pushchairs and young children. Not pleasant for anyone in fact. Buses and heavy vehicles come very close.</p> <p>Would like to see some sort of warning sign to slow vehicles down. Maybe 20mph limit or large SLOW markings on road I both directions.</p> <p>A traffic survey has been requested to gather speed data.</p> <p>KR to review along with Wine Street but also provide estimate for road markings at next CATG The cost of providing 'SLOW' road markings alongside existing warning signs is £300.</p> <p>CATG agreed to allocated £150 subject to matched funding from the TC.</p>	Markings to be ordered as part of ad-hoc lining ticket.	BoA TC
r)	Church St/Bridge St, Bradford on Avon	<p>Dropped kerbs needed to aid mobility at 2 locations;-</p> <p>1) Outside Wellington Hall on north side of Church Street opposite Dutch Barton dental practice (there is a dropped kerb in the pavement on Dentist side). This will improve access to The Hub, and town centre via the Shambles from the McKeever bridge direction.</p> <p>2) On Bridge Street outside Ravello restaurant to improve access to the bus stop and Town Bridge on the upstream (East) side. The pavement at the junction of Bridge Street and St Margaret St. has been flattened by traffic, but it is at the very widest, and hence most hazardous, possible crossing point.</p> <p>KR to prepare proposal and cost estimate following site meeting with TT.</p>	<p>Dropped kerbs can be provided at both locations (1 side only). These would be formed by reusing the existing kerbs and relaying the existing footway slabs. The estimated cost, including traffic management) is £2000 per location therefore £4000 in total.</p> <p>The group agreed to fund this with £2000 LHFIF contribution subject to £2000 funding from BoA town council.</p>	KR

BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

s)	B3109, BoA – from crossroads to Sladesbrook	<p>The current Holt Road closure is exacerbating the existing problem of this narrow road with narrow pavements. 40mph speed limit is too fast. Vehicles are forced to pass pedestrians very close and very fast. They often mount the pavement to avoid collision with other vehicles. The road verge has become overgrown with saplings, making the road narrower than necessary. The pavement is often overgrown with brambles forcing pedestrians closer to the road than necessary.</p> <p>There is no safe place to cross the road to access Christ Church School.</p> <p>(would like to see)Vegetation on road and pavement to be cut back as part of a regular maintenace package.</p> <p>Reduced speed limit and/or traffic calming measures.</p> <p>Wider pavement particularly the stretch up to Leigh Cottage nursery.</p> <p>A pedestrian crossing to access Christ Church School.</p> <p><b>A traffic survey has been requested to gather speed and volume data.</b></p>	Awaiting return of traffic data.	KR
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## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

t)	Millbourn Close footpath, Winsley	<p>Footpath linking Millbourn Close to the “Old Village” in Winsley. This path has become a vehicle route directed by SatNavs.</p> <p>Vehicles endeavouring to use the path (which can be several times a day), if they reach the end by the Church they are confronted with 3 stone bollards. This means they must reverse all the way back to Millbourn Close. This, on a path regularly used by pedestrians, is extremely hazardous.</p> <p>(Would like to see) Installation of signage designating it as a shared cycle / footway  <b>CATG supported the proposal and allocated £400 for signing. This is to be matched by Parish Council to total £800.</b></p>	Order to be issued for signing installation.	KR
u)	Turleigh	<p>Despite signing warning that the route is unsuitable for HGV's, these vehicles and large coaches continue to use Turleigh to travel between BoA and Winsley (or elsewhere). This has resulted in damage to property, including damage to the walls and guttering of Turleigh House. The gas supply pipe into the property is also particularly vulnerable to being struck by larger vehicles. In addition, residents are regularly required to move parked vehicles to allow large vehicles to pass through as they are unable to turn around without additional damage.</p> <p>(would like to see)</p> <ul style="list-style-type: none"> <li>• Improved signing to reinforce the unsuitability for HGV's</li> <li>• Signing and any other protective measures (bollards, utility guard) to prevent further damage to Turleigh House</li> </ul> <p>Mandatory weight limit to reduce HGV to access only.          KR to provide note for parish council to outline the issue. Next meeting 2<sup>nd</sup> November KR to provide proposals to parish council/CATG</p>	<p>Proposal prepared to update signing on Cottles Lane, introduce 3no new 'Unsuitable for HGV' signs along with reboundable city pole cones near Turleigh House to prevent building strikes.</p> <p>The estimated cost is £2200 however it is proposed to take this forward as part of the mitigation measures relating to the summer closure of the B3108.</p>	KR

## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

v)	B3109 Wingfield	<p>Residents concerned regarding increase in number and frequency of collisions the B3109 just outside of Wingfield near to Cedar Tree Lodge and Pomeroy Lodge. Wiltshire Council identified an issue regarding carriageway skid resistance. Remedial works have since taken place however additional signing to highlight the bend, edge of carriageway markings and a change of speed limit are being requested to further reduce collisions in this location.</p> <p>(Would like to see)</p> <ul style="list-style-type: none"> <li>• Erect 'Sharp Corner' signs from both directions (permanent on posts)</li> <li>• Repair the road edge properly, ideally including a kerb to retain the road surface (long term solution)</li> <li>• Paint lines along the road edge to highlight the road extremity to drivers, particularly in the dark. All of the crashes have happened after dark (cost-effective)</li> <li>• Consider reducing the speed limit on this section of the road (ideally; this is a fast road!)</li> </ul> <p>The proposal is supported and it was agreed that a review of feasibility would be undertaken and costings prepared.</p>	Proposal and estimate preparation underway. To be provided in advance of next meeting.	
w)	2-22-1 From drive ways of Maplecroft Farm estate and Jerico Cottage on the B3105 to A363	<p>Very dangerous section of road when in a car but terrifying when you are walking along the road to join up with the pavement on the A363 to walk to school/town safely. Pavement needed for a safe community from young to old residents. Opportunity could be taken to improve the road safety where an accident happened only last week.</p> <p>(would like) Pavement installed from driveways to meeting of A363</p> <p>CATG agreed that feasibility of providing a footway is to be investigated.</p>	Feasibility to be reviewed ahead of next meeting.	

## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

x)	2-22-3 Pippets Buildings, Market Street	<p>Due to the narrow nature of Market Street, vehicles, especially vans, lorries and coaches/buses are mounting the pavement and driving along it just outside a row of three small shops in Market St (Cheese Shop, Orton's and Spa shop – numbers 5, 6, 7 and 8 Market St). Due to the pavement being narrow, and the need to queue outside as one of the shops is very tiny and popular, pedestrians and those living and working in Pippett Buildings are endangered by this.</p> <p>A solid bollard on the corner of the pavement, or even 2 or 3 on the kerbside would prevent vehicles from mounting the pavement. Feasibility to be investigated including a review of utility information.</p> <p>CATG are mindful that the outcome of the wider consultation is still pending and may impact upon Market Street.</p>	This is now to be considered as part of wider measures following town traffic consultation.	
y)	2-22-4 Market Street, BoA	<p>Due to the incredibly narrow nature of Horse's Neck section of Market Street and the narrowness of the only pavement there, various vehicles - including vans, lorries and coaches/buses - are mounting the pavement and driving along it endangering pedestrians. Regular traffic jams due to large vehicles trying to pass each other in this section. Ambulances and fire engines have been held up here.</p> <p>Some kind of bollard or series of bollards on or next to kerb; or yellow box to regulate the traffic.</p>	This is now to be considered as part of wider measures following town traffic consultation.	

## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

z)	2-22-5 Trowbridge Road, BoA	<p>The speed of cars along Trowbridge Road is an issue. The speed limit of 30mph is too high given there is a primary school, nursery and two assisted living centres located on the road. Moreover, many cars do not even stick to this speed given it is a long straight road and it is a common occurrence for vehicles to go through the red lights at the crossing by the plough where children cross to go to Fitzmaurice school. On top of this, the road is too narrow in places for two cars to pass (e.g. outside my own house at 101 Trowbridge Road). This encourages cars and vans to mount the pavement and drive along on two wheels or to come so close to the pavement that the wing mirrors hit pedestrians. I have nearly been hit twice coming out of my house on to the pavement with vans driving up on two wheels and only last week one of the mums was hit by a wing mirror walking to school. Cars mounting the pavement has become more frequent since lockdown with the rise of delivery vehicles which also block the road by stopping with hazards.</p> <p>It is an accident waiting to happen.</p> <p>Finally, to become more sustainable as a town, we need to make our roads safe. There is no way I feel safe enough to cycle out of my house on my own let alone with my children and yet I would love to do this.</p> <p>A variety of measures to reduce speed along the road.</p> <ol style="list-style-type: none"> <li>1. Introduce a 20 mph speed limit</li> <li>2. Introduce permanent speed signs to show what speed you are doing (these could be solar powered)</li> <li>3. Change the road layout so there is a give way at the top of St Margaret's Street to slow cars down from accelerating up the hill and onto the Trowbridge Road (i.e. junction road has right of way)</li> <li>4. Test a one-way system on Trowbridge Road with traffic flowing one way on junction road and Trowbridge Road and re-joining two way traffic at Moulton Drive to loop back down Frome Road to Junction Road. This would also have the benefit (hopefully) of reducing the number of idle cars causing air pollution which is a big risk to human health and especially children. This could be monitored during the trial period.</li> </ol>	Data collection underway.	KR
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## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

aa)	2-22-7 Winsley Road, BoA	<p>Would like a bus shelter on Winsley Road opposite the junction with Huntingdon Street. This stop has no shelter and nowhere to wait in poor weather.</p> <p>CATG agreed to determine feasibility and cost. Maintenance costs would need to be borne by the Town Council.</p>	KR to review feasibility and cost.	
<b>8. New items</b>				
a)	2-22-8 Middle Stoke, Limpley Stoke – replacement nameplate.	<p>The road sign 'Middle Stoke' was damaged over 12 years ago and has not been repaired. Having inquired about the issue with Wiltshire Highways it was confirmed that there is no budget for this type of work. The Parish Council would therefore like to request that the sign is removed and replaced with new. The Parish Council will meet the cost of this.</p>	Andy Cadwallader will progress this in conjunction with PC.	AC
b)	2-22-11 Atworth – NAL Socket Installations (for SID)	<p>This request is submitted on behalf of, and has been agreed by, Atworth Parish Council and has been verbally approved by the Highway Department (reference Kirsty Rose). The Parish Council has already purchased one Speed Indicator Device and are considering purchasing another. To enable the siting of these devices in the most effective locations along the A365, we wish to have two NAL sockets installed, with poles, at favourable sites along the Bath Road.</p> <p>We are requesting that the Highway department install NAL sockets, with poles, at two locations - the work to be funded in total by the Parish Council. We understand that the Highways Department will need to check the proposed sites – four possible positions are marked on the enclosed plan – and provide an estimate of the cost</p>	Site meeting to be arranged with PC and cost estimate given.	KR

BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

c)	2-22-12 Middle Stoke, Limpley Stoke – Village Gates	<p>Limpley Stoke Parish Council would like to mark the entrances to the village more obviously by the addition of village gates. The aim being to identify clearly that vehicles are entering a residential area where there will be pedestrians. Vehicles at this point are leaving a 60 mph stretch and so additional reminders we feel are essential.</p> <p>Installation of two village gates near the 20 mph sign which indicates the beginning of the residential area when driving into Limpley Stoke.</p> <p>The Parish Council has budgeted to pay for this work out of precept and will not be requesting funding from CATG. We would however appreciate a rough order of cost for the works.</p>	The group agreed this could be progressed. KR to allocate resources to provide proposal and cost estimate	KR
9.	<b>Any Other Business:</b>			
a)	Road signing query	ADN raised a query relating to the lack of direction sign to Atworth from Bradford Leigh near Merkins Farm. Atworth can be accessed following the minor road but is not signed as such.	KR and AC explained that it is likely such direction signing is not provided to deter unsuitable use of this route, with traffic being instead directed by more appropriate roads on the network.	
10.	<b>Date of Next Meeting: 25<sup>th</sup> July, 4pm</b>			

Bradford on Avon Community Area Transport Group

Highways Officer – Kirsty Rose



## BRADFORD ON AVON LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP

### **1. Environmental & Community Implications**

1.1. Environmental and community implications were considered by the CATG 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 Bradford on Avon Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Bradford on Avon Area Board will have a remaining Highways funding balance of **£10,394**

### **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**

