

AGENDA

Meeting: WARMINSTER AREA BOARD
Place: Chapmanslade Village Hall
Date: Thursday 30 June 2016
Time: 7pm

Including the Parishes of Bishopstrow, Boyton, Chapmanslade, Chitterne, Codford, Corsley, Heytesbury, Imber & Knook, Horningsham, Longbridge Deverill and Crockerton, Maiden Bradley with Yarnfield. Norton Bavant, Sherrington, Stockton, Sutton Veny, Upper Deverills, Upton Lovell, Upton Scudamore, and Warminster.

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.

Networking opportunities will be available from 6:30pm.

Please direct any enquiries on this Agenda to Jessica Croman , direct line 01225 718262 or email jessica.croman@wiltshire.gov.uk

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

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

Wiltshire Councillors

Andrew Davis

Fleur de Rhé-Philippe

Keith Humphries

Christopher Newbury

Pip Ridout

Warminster East

Warminster Without

Warminster Broadway

Warminster Copheap and Wylde

Warminster West

RECORDING AND BROADCASTING NOTIFICATION

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on the Council's website along with this agenda and available on request.

If you have any queries please contact Democratic Services using the contact details above.

Items to be considered	Time
Please note these timings are approximate only	
<p>1. Election of Chairman (<i>Pages 7 - 8</i>) To elect a Chairman for the forthcoming year.</p> <p>2. Election of Vice Chairman To elect a Vice Chairman for the forthcoming year.</p> <p>3. Chairman's Welcome and Introductions The Chairman will welcome those present to the meeting.</p> <p>4. Apologies for Absence</p> <p>5. Minutes (<i>Pages 9 - 14</i>) To approve and sign as a correct record the minutes of the meeting held on 28 April 2016 (<i>copy attached</i>).</p> <p>6. Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	7.00pm
<p>7. Chairman's Announcements (<i>Pages 15 - 20</i>) The Chairman will introduce the Announcements included in the agenda and invite any questions.</p> <p>8. Appointments to Outside Bodies and Working Groups (<i>Pages 21 - 40</i>) To appoint members to the Working Groups, Task Groups and Outside Bodies.</p>	7.15pm
<p>9. Updates from Partners (<i>Pages 41 - 58</i>) To receive updates from any of the following partners:</p> <ul style="list-style-type: none"> ➤ Wiltshire Police ➤ Wiltshire Fire and Rescue Service ➤ Warminster and Villages Community Partnership ➤ Town and Parish Councils Nominated Representatives <p>Some written updates have been received and are included in this agenda.</p>	7.20pm

10.	Warminster Benchmarking	7.25pm
	To receive a verbal report on Warminster Benchmarking.	
	Benchmarking was developed by Action for Market Towns, to help towns such as Warminster understand, measure, evaluate and ultimately motivate the action required to improve their town centres. In Warminster, a small team drawn from the Economy & Tourism Working Group of the Community Partnership has Benchmarked the town annually for the five years from 2011-2015. Over that time, 12 key indicators have been used to provide consistent data that is comparable year-on-year. The results of Benchmarking Warminster in 2015 have recently been published and a report on the findings will be made at the meeting.	
11.	Local Youth Facilitator update	7.35pm
	Introduction to the Warminster Youth Facilitator and suggested priorities for coming year.	
12.	News from Chapmanslade	7.45pm
	To receive a 10minute presentation on recent activities in Chapmanslade.	
13.	Your Local Issues	7.55pm
	The Chairman will invite those attending to raise any urgent items of public concerns and will also invite any questions from the floor.	
	If you would like to raise an issue please contact the Warminster Community Area Manager, Jacqui Abbott on 07771 844 530 or jacqui.abbott@wiltshire.gov.uk or report the issue on the Wiltshire Council Website by using this link or http://services.wiltshire.gov.uk/Forms/area_board/index.php .	
14.	Local Highways Investment Fund 2014-2020 (<i>Pages 59 - 78</i>)	8.05pm
	To agree a proposed road resurfacing and maintenance programme with a list of proposed local schemes for 2016/17.	
15.	Community Area Transport Group (<i>Pages 79 - 90</i>)	8.15pm
	To receive an update.	
16.	Health and Well Being Group (<i>Pages 91 - 110</i>)	8.25pm
	To receive an update.	
17.	Warminster Regeneration Working Group	8.35pm
	To receive an update.	

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| 18. Area Board Funding - Community Area Grants (<i>Pages 111 - 120</i>) | 8.45pm |
| To consider applications for funding from the Community Area Grants Scheme. | |
| <ul style="list-style-type: none">• Community toilet scheme | |
| 19. Urgent items | |
| Any other items of business which the Chairman agrees to consider as a matter of urgency. | |
| 20. Future Meeting Dates (<i>Pages 121 - 124</i>) | 9.00pm |
| The next meetings of the Warminster Area Board will be on: | |
| <ul style="list-style-type: none">• 8 September 2016 – Warminster Civic Centre• 3 November 2016 – Warminster Civic Centre | |

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Guidance on the election of the Area Board Chairman and Vice-Chairman

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

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

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

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

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

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

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

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

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MINUTES

Meeting: WARMINSTER AREA BOARD
Place: Warminster Civic Centre, Sambourne Rd, Warminster BA12 8LB
Date: 28 April 2016
Start Time: 7.00 pm
Finish Time: 8.00 pm

Please direct any enquiries on these minutes to:

Jessica Croman , Tel: 01225 718262 or (e-mail) jessica.croman@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Pip Ridout, Cllr Andrew Davis (Vice Chairman), Cllr Christopher Newbury (Chairman) and Cllr Fleur de Rhé-Philippe

Wiltshire Council Officers

Jessica Croman (Democratic Services Officer)
Jacqui Abbott (Community Engagement Manager)
Peter Binley (Head of Highways Asset Management)

Town and Parish Representatives

Warminster Town Council (Heather Abernethie)
Chitterne Parish Council (Mike Lucas)
Corsley Parish Council (Neil Britten)

Partners

Dorset & Wiltshire Fire and Rescue Service

Total in attendance: 15

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board and invited members of the board to introduce themselves.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Cllr Keith Humphries • Sandra Samuel (Community Youth Officer) • Barry Pirie (Associate Director for People and Business)
3.	<p><u>Minutes</u></p> <p>Decision</p> <p>The minutes of the previous meeting were agreed as a correct record and signed by the Chairman.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman referred to the Carers in Wiltshire: Joint Strategy 2016-2020 announcement included in the agenda pack. It was noted that a draft strategy had been produced and was available for the public to view and comment on before being finalised. The closing date for responses was the 13 July 2016.</p>
6.	<p><u>Updates from Partners</u></p> <p>Some written updates had been received before the meeting and were included in the agenda.</p> <p>Dorset & Wiltshire Fire and Rescue Service:</p> <p>Jason Moncrieff, District Commander for South West Wiltshire, introduced himself and gave an update on actions within the Warminster area. It was noted that there had been 61 incidents since the 1st of April, most of which had been false alarms. The biggest issue the service currently faced was around educating the public on how to handle emergency situations involving fire and would be a key focus going forward.</p> <p>It was also noted that key appliances were used strategically throughout the</p>

area to ensure maximum coverage. Warminster had 85% availability throughout the last quarter.

A question was asked about a recent incident where an older person had been stuck in a lift and why a charity would be charged for the fire service to assist with the incident.

Mr Moncrieff informed the meeting that the fire service did not receive funding to carry out those types of rescues. The responsibility, by law, is with the responsible owners. The fire service does not treat those types of responses as emergencies unless someone was in danger or medically unwell. An engineer should be the first point of call unless someone was in danger. It was also down to the Incident Commander if there would be a charge imposed for the rescue.

A question was asked if the fire service still carried paramedic equipment.

It was noted that the fire service did carry some equipment which was primarily for when a firefighter was injured. There was a co-responder scheme which was where a fire engine might attend an incident if an ambulance was called and unable to reach the incident on time, although he was not sure if Warminster was fully involved with that scheme.

The Chairman thanked Mr Moncrieff.

7. Local Youth Network Update and Youth Activities Grant Applications

Cllr Pip Ridout updated the Area Board on the LYN activities. The next meeting of the LYN would take place on the 16 May 2016 at 6pm. A new Community Youth Officer model had been decided and the current 18 Community Youth Officers would be replaced by 7 Local Youth Facilitators.

Friends of Wiltshire would continue to oversee the skate park project.

Resolved:

To note the updates and changes to the Community Youth Model.

8. Appointment of a new LYN representative on Area Board

This item was deferred to the next Area Board meeting.

9. Health and Wellbeing Group

Jacqui Abbott, Community Engagement Manager, gave a presentation asking for the Area Board to approve the formation of a Warminster Health and Well Being Group.

The groups would provide a community led local forum to facilitate the coordination of joined up services for older people. Membership of the group

<p>10.</p>	<p>would be decided by the Area Board.</p> <p>Resolved:</p> <p>To approve the formation of a Health and Well Being Group.</p> <p><u>Local Highways Investment Fund 2014-2020</u></p> <p>Peter Binley, Head of Highways Asset Management, gave a presentation on the Local Highways Investment Fund 2014-2020. It was noted that Wiltshire Council had a major programme of investment in highway maintenance over six years, which started in 2014/15 and would see a significant improvement in the condition of the county's highway network. The investment had been targeting roads in the worst condition, and included minor roads as well as the main roads. The programme was now reaching the end of its second year, and had already seen a substantial amount of work completed.</p> <p>A question was asked if footpaths would be included in the scheme and it was noted that some work had been completed on footpaths, although the road network had to be prioritised. A footpath programme would be looked at in the near future.</p> <p>Resolved:</p> <p>To defer the approval of the highways schemes until the next Area Board meeting and in the mean time for the Democratic Services Officer to email around the highways report to Members and Town and Parishes.</p>
<p>11.</p>	<p><u>Community Engagement Update</u></p> <p>Jacqui Abbott, Community Engagement Manager, gave an update on recent activities.</p> <p>It was noted that there was still a vacancy for an Older People's Champion.</p> <p>Dementia awareness week was due to be held in May and if any local groups wanted a dementia awareness session then to please contact Jacqui Abbott. A Dementia Action Alliance had been developed for the area which would make things easier in becoming a dementia friendly town.</p> <p>The Warminster Shed community programme was still being looked into as a possible programme where local residents could attend and share skills.</p> <p>The Road to Rio Big Pledge had also begun which aimed to help keep Wiltshire residents active. Individuals or teams could sign up with an aim to be the most active and help the Warminster area be the most active compared to the other Wiltshire areas. More information could be found on the Wiltshire Council website.</p>

12.	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The area board considered the following applications seeking 2015/16 Community Area Grant funding:</p> <p>Resolved:</p> <p>Corsley Show Society was awarded £1000 towards the Corsley Show ground to provide wet weather capable show-field traffic access and egress routes.</p> <p>Warminster Amateur Swimming Association was awarded £1000 towards anti wave ropes.</p> <p>Chapmanslade Village Hall and Memorial Ground was awarded £1305 towards new lighting.</p>
13.	<p><u>Your Local Issues</u></p> <p>There were no local issues raised.</p>
14.	<p><u>Warminster Regeneration Working Group</u></p> <p>It was noted that Wiltshire Council's Economic and Regeneration team had been exploring regeneration opportunities and the Area Board would be updated in due course.</p>
15.	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
16.	<p><u>Future Meeting Dates</u></p> <p>The future meeting dates were noted as:</p> <ul style="list-style-type: none"> • 30 June 2016 – Warminster Civic Centre • 08 September 2016 – Warminster Civic Centre <p>The next meeting of the Community Area Transport Group (CATG) would take place on the 31 May, 10am at the Warminster Civic Centre.</p>

Army Basing Briefing for the Amesbury, Pewsey, Tidworth and Warminster Area Boards - Updated 29 April 2016

Background

The Ministry of Defence's Army Basing Programme will be delivered by 2020 and it is planned that all the Service personnel and their families who are due to relocate to Wiltshire from Germany, will do so by the summer of 2019. This will see some 4,000 Army personnel and approximately 3,200 dependants relocating to Larkhill, Bulford, Tidworth Ludgershall and Upavon. The MOD plans to invest in excess of £1 billion in Wiltshire under the programme, in these settlements as well as building more than 900 family homes and the additional levels of infrastructure and services to be provided by Wiltshire Council.

May 2016 Update

Planning Applications

The three applications for Service Family Accommodation at Ludgershall, Bulford and Larkhill were considered by the Strategic Planning Committee (SPC) on 13 April 2016. The committee resolved to grant permission for all three applications subject to the conditions recommended by the planning officer to the SPC and agreement of a Section 106 Agreement (which will define the contributions by the MOD) that must also make reference to the provision of affordable housing, should the houses be sold on the open market in the future. There were additional caveats:

- In respect of **Ludgershall and Bulford**, that additional "informatives" relating to speed limits on roads surrounding the development site be made to address road safety. *(It should be noted that Informatives allow the local planning authority to draw an applicant's attention to other relevant matters, but cannot be used in lieu of planning conditions).*

- In respect of **Larkhill**:
 - that the final design of the new roundabout access to the SFA must take account of Historic England's comments in respect of the assessment of visual impacts, including a night skies assessment, to demonstrate the outstanding universal value of the Stonehenge World Heritage Site is protected;
 - that prior to its determination, assessment be given of the relative merits of a 3-legged or 4-legged design for the roundabout access to the site and, if necessary, changes to that access being incorporated into the proposed development;
 - that in dealing with boundary treatments beside the Golf Centre, specific reference was to be made to consider the risk from wayward golf balls impacting upon the SFA site.

Planning permission for the main camp works at Tidworth, Larkhill and Bulford is being considered under delegated powers and are expected to be determined shortly. Permission for development at Perham Down was given in July 2015. The application for **Upavon's** redevelopment is expected shortly. It is later than the other applications as there is far less work required and therefore the development programme is shorter than that for the other camps.

Section 106 Agreement

The MOD's Defence Infrastructure Organisation and Wiltshire Council have attended a series of meetings to finalise the section 106 agreement (s106). The final version will reflect upon any changes that may be required from the outcome of the SPC deliberations and it is hoped to sign and seal the agreement in May 2016. The s106 will cover:

- Off-site road junction improvements
- Provision of sustainable transport measures
- Land and contributions for education provision
- Delivery of community land / facilities at Ludgershall and Larkhill
- Access to MOD sports and community facilities
- Provision and maintenance of on-site public open space and play facilities
- Contributions towards collection of waste
- Delivery of the Larkhill medical facility to be made available for NHS GPs
- Ecology provisions – including: terms of reference for the Salisbury Plain Environmental Steering Group and Hydrology Steering Group, provision of recreation pressure mitigation in respect of breeding Stone Curlew, the detail and implementation of the Recreational Access Action Plan
- Affordable Housing commitments in the event the MOD sells the SFA covered by the applications.

Community Infrastructure

The local Steering Group (SG) comprising Ludgershall Town Council (LTC), Wiltshire Council, the NHS, local health surgeries, MOD representation and the Community Engagement Manager met again on 14th April. Progress is being made to determine how the building being offered by the MOD can be best utilised and to ensure it is economically viable.

Somme Road Shared Use (Cycle & Pedestrian) Path

The cycle path at Somme Road is nearing completion. DIO have completed the surfacing of the base and all that remains is for the 26th Royal Engineers unit to install lighting, complete the road markings and make good local groundworks. The unit is due to complete the work by July. It is hoped that the path will be officially opened in August, before the 2016/17 academic year starts. This is a good example of partnership working between Wiltshire Council, the DIO and Army to benefit local communities.

NB: Now that there is positive news on the applications and only Upavon's main camp works requires any further planning consideration, these regular briefings to the Amesbury, Pewsey, Tidworth and Warminster Area Boards will cease. However, if there are any issues of significance or interest, they will be produced on an "ad hoc" basis for the benefit of the relevant board.

END OF ANNOUNCEMENT

(Briefed previously - but repeated for reference if required)

School Infrastructure

The following additional school infrastructure is to be provided by the summer 2019:

- Funding for the additional 150 places currently being built at Bulford, Kiwi which will be ready for the new academic year (summer 2016) to accommodate children from the incoming 5 RIFLES unit. Planning permission to extend Bulford Kiwi Primary was granted on 18th December 2015. The extension to Bulford St Leonard’s has completed and will also be available for these and other children. This has not required funding from the ABP.
- The transfer and expansion of St Michael’s Primary School from Figheldean to Larkhill, adjacent to the proposed new 444 SFA development will be available by the summer 2018. Conceptual plans for the new St Michael’s Primary school building were displayed at a local exhibition in the Larkhill Community Centre on 25th January.
- The provision of 60 Early Years places to be incorporated into the above school will also be available by the summer 2018.
- Extension of both Avon Valley College and Wellington Academy to provide some 375 additional places. The MOD is also offering two hectares of land to extend Wellington Academy.
- Provision of a new primary school at Ludgershall alongside the MOD’s proposed 246 SFA development. This will be available by summer 2019.
- The provision of 30 Early Years places to be incorporated into the above school will also be available by summer 2019.

Table 1 – Net Additional Population by Unit Location based on Army Basing Programme Planning Assumptions. Children numbers are based on Army National Ratio of 1.3 children per Military family

Location	SLA Pop	SFA Population			Total
		Military	Spouses	Children	
Larkhill	1,297	698	698	908	3,601
Bulford	414	223	223	290	1,150
Tidworth	317	169	169	219	873
Perham Down (Ludgershall)	414	223	223	290	1,150
Upavon	126	78	78	102	384
Total	2,568	1,391	1,391	1,809	7,159

(Source: MOD Revision to Masterplan issued 27 Nov 2015)

Table 2 – Army Basing Programme *Service Family Accommodation (SFA) to be provided by location:*

<i>Location</i>	<i>SFA units</i>	<i>Notes</i>
<i>Larkhill</i>	<i>444</i>	
<i>Bulford</i>	<i>227</i>	<i>This includes 36 units that will replace existing SFA, so the net new requirement is 191 for the Army Basing Programme.</i>
<i>Ludgershall</i>	<i>246</i>	
<i>Tidworth</i>	<i>0</i>	<i>The MOD is acquiring 100 units from a commercial development in Tidworth - (Riverbourne Fields to meet the Army Basing Programme requirements).</i>
<i>Upavon</i>	<i>0</i>	
<i>Total</i>	<i>917</i>	

(Source: MOD revision to Masterplan issued 27 Nov 2015)

Chairman's Announcements

Subject:	Your Care Your Support Wiltshire
Officer Contact Details:	Dr. Sara Nelson Information and Communications Manager Healthwatch Wiltshire sara.nelson@healthwatchwiltshire.co.uk Olly Spence Wiltshire Council olly.spence@wiltshire.gov.uk
Weblink:	http://www.yourcareyoursupportwiltshire.org.uk/home/

Healthwatch Wiltshire is working in partnership with Wiltshire Council to manage and develop *Your Care Your Support Wiltshire*, the new health and social care information website for the county.

The website contains:-

- Information about different topics such as, dementia, keeping well and paying for care as well as explanations of an overview of how the NHS and social care work in Wiltshire.
- A service directory that provides details of local organisations, clubs, societies, GPs, dentists and care homes.

Your Care Your Support Wiltshire's First Birthday

The site launched on April 1st 2015 and so has now been up and running for a year. In this year, it has been viewed 164,669 times and has been visited by 20,669 users. Of those who visited, 67% were new to the site whilst approximately 33% were return users. The most popular pages on the site were:

1. Paying for Care
2. How do I get care and support in Wiltshire?
3. Living with a disability/learning disability

Future plans and how you can help.

Future plans include adding more detailed, localised information on end of life care and mental health services, updating and building on existing information and adding more videos and easy read pages. In addition we will continue to engage with local communities to ensure that the service directory contains all the information they need to access services and groups in their area.

Healthwatch Wiltshire will continue to involve local people in the development of the site so that we can make sure that it meets their needs. We would like to hear your views on the site. You can tell us about groups and clubs in your community or

Chairman's Announcements

suggest topics that we can add to the site. This site is for Wiltshire people – make your voice heard!

Warminster Area Board
30 June 2016

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2016/17

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2016/17.

2. Background

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. Similarly, the Area Board is invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2016/17.

3. Main Considerations

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

4. Financial and Resource Implications

4.1. None.

5. Legal Implications

5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required.

5.2. Protocol 3 of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Environmental Impact of the Proposals

6.1 None.

7. Equality and Diversity Implications

7.1 None.

8. Delegation

8.1 Under Wiltshire Council's constitution (Part 4, paragraph 5), appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

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

9. Recommendation

9.1 The Area Board is requested to:

- a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
- c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.

Appendices:

Appendix A – list of appointments to Outside Bodies

Appendix B – list of appointments to Working Group(s)

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

Unpublished background documents relied upon in the preparation of this report

None.

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WILTSHIRE COUNCIL OUTSIDE BODIES

Outside Body Title (A to Z)	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Representative (s)
Warminster and Westbury CCTV Partnership	Area Board - Warminster	Rep adds district and council perspective to crime issues	Prevent crime in Warminster and Westbury	4 meetings per year	No (under review)	1	
The Neighbourhood Plan Working Group	Area Board - Warminster	To Ensure engagement regarding strategic spatial planning and development issues.	Organisation Aims - To drive the regeneration of Warminster town centre.	Monthly meetings	Yes	1	

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Appointments to Working Groups **Warminster**

Community Area Transport Group

1x Area Board Member

Warminster Regeneration Group

1x Area Board Member

Health and Wellbeing Group

1x Area Board Member

LYN Management Group

1x Area Board Member

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COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

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

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

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

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

The group will normally be chaired by a Wiltshire Councillor. Membership of the CATG will cease when a member ceases to hold the stated office as when first appointed.

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

Appointment of CATG Members

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

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

Media Relations

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

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

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

Officer Support

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

Terms of Reference

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

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

Terms of Reference

1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management. It cannot be used to fund revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

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

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is in excess of the total discretionary amount available.

(Cabinet Member Decision HT-026-11)

3. C & UC roads speed limit review

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

(Cabinet Member Decision HT-027-11)

4. Waiting restrictions

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

(Cabinet Member Decision HT-031-11)

5. 20mph speed restrictions – review and implementation

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

(Cabinet Member Decision HSB-007-13)

6. Other decisions

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

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

September 2014

1. Purpose

Definition of a Local Youth Network

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

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

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

2. Membership

The LYN may include representatives of:

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

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

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

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

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

Roles of all members of the LYN

All members will be required to:

- Take an active part in the development of the LYN and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the LYN relevant to their organisation/ stakeholders/sector.
- Contribute any information that may have a bearing on positive activities and ensure that this is shared with the LYN.
- Champion the voice and influence of young people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the LYNs activities.
- Respect all members of the LYN and invited representatives.
- Work to improve outcomes for young people and ensure high quality safeguarding practice.

3. Structure and operation

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

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

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

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

The management group will be supported by:

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

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

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

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

Key responsibilities for the management group include:

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

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

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

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

4. Media Relations

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

5. Review

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

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Community Area Well Being Group Terms of Reference

DRAFT

1. Purpose

Definition of a Well Being Group

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

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

2. Membership

The Well Being Groups may include representatives of:

- Members of the Community Area Board
- Older Peoples Champion
- Carers Champion
- Health Champion
- People from the community
- Town and Parish Councils
- Health and Social Care Commissioners
- Community and voluntary organisations and groups
- Community transport provider
- Police
- GP Practices
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of older people

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of people

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

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

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

Roles of all members of the Well Being Groups

All members will be required to:

- Take an active part in the development of the Well Being Groups and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the Well Being Groups relevant to their organisation/ stakeholders/sector.
- Contribute any information that may have a bearing on activities for older people and ensure that this is shared with the Well Being Groups.
- Champion the voice and influence of people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the Well Being Groups activities.
- Respect all members of the Well Being Groups and invited representatives.
- Work to improve outcomes for people and ensure high quality safeguarding practice.

3. Structure

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

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

The management group will generally comprise of:

- The chairperson
- Champions
- Community Engagement Manager
- Commissioning Manager for the area

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

Where required, the Area Board may appoint additional people to the management group if it is felt there involvement would be important for the function of the group.

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

4. Responsibilities of the Well Being Groups

Key responsibilities for the Well Being Groups include:

- Facilitating and coordinating the process to design, develop, deliver and review activities for people in the local area;
- Developing a written overview of the needs, outcomes, priorities and objectives for activities in the local area (sometimes referred to as a Market Position Statement);
- Facilitating and monitoring the provision of a community transport service for the community area
- Making recommendations to the Community Area Board on how priorities for funding should be determined (to include evaluating opportunities for applying for grants);
- Monitoring and reporting on the quality and effectiveness local activities;

- Monitoring and reporting on the quality and effectiveness of information and advice in the community area
- Addressing any conflicts of interest that may arise as part of the local decision making process.

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

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

5. Funding

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

6. Media Relations

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

7. Review

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

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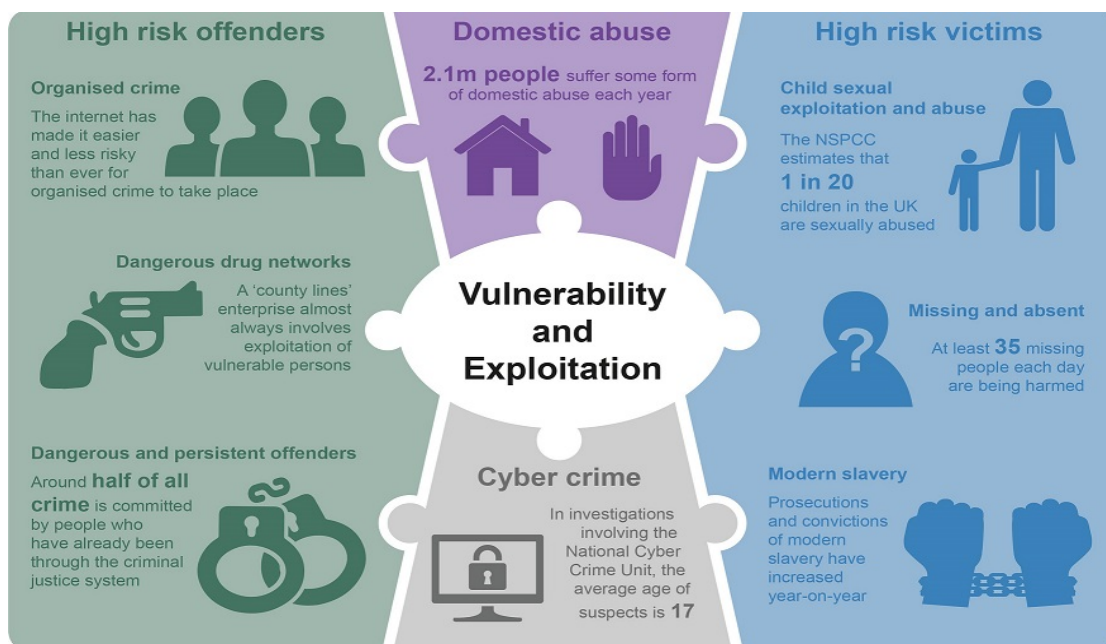
Warminster Area Board Report

I would like to start this report by introducing our revised control strategy for the forthcoming year. The Police and Crime Plan, published by the commissioner, sets the strategic direction for Wiltshire Police and the control strategy focuses on operational policing. The control strategy is the final document that emerges after an intense period of intelligence gathering where we assess what the greatest risks are to people living in Wiltshire and Swindon, whilst considering national threats as well.

The control strategy also reflects the changes in patterns of crime and behaviour. Both the Police and Crime Plan and the control strategy are dynamic and flexible, allowing for priorities to be adapted according to any changing needs in the local community. The common thread running through both the Police and Crime Plan and the control strategy for 2016 – 2017 is vulnerability and exploitation.

Specifically, the Force will focus on four areas:

- Domestic abuse / Cyber Crime / High risk offenders / High risk victims



I would like to follow up on a piece I wrote in our last report about Horizon. We were asked for some feedback from within the community about how Horizon has developed and continue to develop.

It was identified at an early stage that it would be of great benefit to align the new services alongside the existing witness care function. This would provide a seamless and consistent end to end service enabling us to allocate a single point of contact to every victim and witness. We have supported over 3000 vulnerable victims and have coordinated and managed more than 10000 victims and witnesses for court and our service continues to expand. Since January this year, we have added victims of dwelling burglary, action fraud and standard domestic violence to the list of offences in which we automatically offer early support and provide signposting for, a positive addition which has enabled many more victims to receive support. Moving forward, we are looking to develop our work with the force hate crime advisors to ensure a relevant and local service for them.

The following are ways in which Horizon support victims and witnesses;

- To identify vulnerability and early support needs, putting in place referrals and signposting appropriately.
- To be the listening ear on the telephone, where vulnerable victims can ‘touch base’.
- To contact and liaise with relevant Police officers/ agencies on behalf of the victim
- To ensure they are updated on the details of their court case, at every stage via letter and telephone
- To ensure that special measures are put in place for vulnerable victims attending court
- To establish and put in place transport, accommodation and childcare needs for those attending court
- To send a letter to all victims of personal crime who have not been identified as vulnerable, offering signposting where required
- To process and update victims with regard to Right to review applications

Feedback from a recent survey conducted with Victims that Horizon has assisted with:

‘No improvement needed, everyone was first class and understanding’

‘I was pleasantly surprised at the service offered’

‘Service was better than expected and better than other areas that she has lived in’

‘Absolutely fantastic. I couldn’t praise them enough for being so understanding of my needs. Just an amazing service.’

‘I was really happy with the help that my son received. It gave him a bit of confidence and also scared him into not retaliating.’

COMMUNITY MESSAGING (Right and relevant information supplied to you and the right time.)

Working with our local communities, we have been developing ways to reach out to all our communities and keep everyone up to date with the latest information that matters to you in your area.

The challenges that face us in 2016 of getting the right messages to the right people at the right time as well as balancing our demands with the threats/harm/risks that may be presented within our local community remains a continuing area for development. Through feedback and working with our local communities, we have developed the use of <https://www.wiltsmessaging.co.uk/> and are now sending out daily updates around crimes that matter to you in your area. This is enabling us to reach as much of our community as possible, as quickly as possible and impart any new crime prevention advice or information about incidents that may affect you in your community that we feel you need to know about. We have received some very positive feedback around this and below is a response from a Tisbury community member about how well received they have found the new way of working.

'Congratulations on the 'Daily Crime Update'; this is exactly the kind of solution we were looking for'

Please can I encourage you to speak to all members of your community and encourage them to sign up to Wiltshire messaging. It is free and a very good way of keeping all our communities connected.

USEFUL INFORMATION

In some other news, Sgt Louis McCoy has recently conducted a press release in relation to lost/found/stolen property. We often have a large amount of property handed to us that we are unable to unite with its rightful owner and this can hinder crime investigations as well as be frustrating in our attempts to unite the property with its rightful owner. I would encourage you all to read it and speak to your communities to help us safeguard their property and reunite it where possible.

<http://www.wiltshiretimes.co.uk/news/14507563>. 39 Register items online 39 police say in hope of re uniting property with owners/

UPDATE OF COMMUNITY POLICING PILOT

Police and Crime Commissioner, Angus Macpherson met with Chief Constable Mike Veale, and has agreed that Wiltshire Police is to implement a new model of policing across the whole Force which aims to improve the service the public receives. The Community Policing Team model has been successfully trialled in Trowbridge, Warminster, Bradford on Avon, Westbury, Tisbury and Mere, and will now be rolled out across the county.

Throughout the pilot, Wiltshire Police has been gathering feedback from members of the public, specifically victims of crime. We have been asking them about the service they have received, and have found that the new model has given them a more positive experience.

LOCAL CRIMES

The last two months has shown an increase in offences of Theft from Person, although still within the limits that we would expect to see. A high proportion of these thefts relate to a series of crime, where purses have been stolen from handbags, whilst the owner is shopping.

We are working with other Police Forces, and have identified a number of people throughout the country that we wish to speak to. In the meantime, can I please ask that you pass the following advice to any members of your community that may benefit :

Never leave your bags unattended, particularly on shopping trolleys and be aware of people around you at all times.

Carry your bag close to you with the clasp facing inwards.

Keep it zipped up, and make sure your wallet or purse can't be seen.

Avoid carrying valuables or large amounts of cash and spread your possessions about. For example, consider keeping your mobile phone separate from your keys and your store or credit cards separate from your purse.

Finally, never carry PIN numbers with any cards.

On the 1st and 2nd June, Wiltshire Police in conjunction with the UK Border Force, Immigration Authority, HM Revenue and Customs and the Housing and Social Services team for Wiltshire Council, took part in an operation which saw them visit 20 local businesses across the County.

In total thirteen people were arrested for immigration offences.

More locally, two men aged 21 and 24 were arrested at Easy Clean Car Wash, Woodstock Road, Warminster, and a 25 year old male and 26 year old female were arrested at Apples Nails and Beauty, in Market Place, Warminster. All four people were handed over to colleagues at the UK Border Force.

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

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

James Brain

Community Policing Team Inspector

Trowbridge & Warminster

June 2016

£2.7m each year in Wiltshire wasted on unused repeat prescriptions

NHS Wiltshire Clinical Commissioning Group is asking people to review their current repeat prescriptions to see if they still need all the items listed and to only order the medication that they need.

Making sure you have the right medication is important to help you stay well, however, not all prescriptions in Wiltshire are required; recent figures show that 1 in 15 repeat prescriptions ordered were not needed.

Alex Goddard, Deputy Head of Medicines Management said: "If we are to be able to continue to provide high quality health services in Wiltshire, we need the help of local people to enable us to do it.

"By double checking your prescription and by only ordering items that you need you can help us to save thousands of pounds every year. Try not to over order. Although it's comforting to keep a stock of medication in the cupboard, you may find that your medication expires before you have the chance to use it and you can always order more for when you need it. "

In Wiltshire, over 450,000 prescription items are dispensed each month. With the average cost of one prescription item currently calculated as £7.58, you can see just how much funding is needed across the county to help keep people well.

For any items that are returned unused Wiltshire CCG have to spend approximately £42,000 each year collecting and incinerating them as they cannot be used again, even if the medication is unopened.

Taking personal responsibility for your own medication will not only ensure that you continue to receive the right medication but it will also help us to save a considerable amount of money. These wasted medicines equate to a massive £2.7 million drain every year on an already challenged health budget.

If you have stopped using certain medication, or are taking a different dose, speak with your GP who can carry out a medication review with you to double check that your prescription is still right for you.



PRESCRIPTION

Only order and collect what you need
Wasted repeat prescriptions costs Wiltshire
£2.7million every year



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Area Board Update - June 2016

Help us to help local people speak up about health and social care services

Our volunteers play a really important role in engaging with people in the community to discover their views on local services, as well as supporting us with our statutory power to 'Enter and View' publicly funded services to speak to people about their experiences. Our volunteers also spread the word about the work we do and act as ambassadors for us at local health and social care events.



We have several different volunteering roles, so there is something for everyone.

Visit our website and take our volunteering quiz to see which role would suit you best!

Healthwatch Wiltshire would like to learn more about how well discharge processes are working for you or the person you care for

Healthwatch Wiltshire want to hear the experiences of patients and their unpaid carers when they are transferred between health and care settings (e.g. from an acute hospital to a community hospital bed or a care home, or back to their own home). We want to hear from Wiltshire people who have been discharged from hospital in the last 12 months, and the friends or relatives who care for them. We also want to talk to people who have used intermediate care beds in nursing homes as an alternative to going in to hospital or on the way home from hospital.

As well as visiting care locations to talk to people about their discharges being planned, we have produced a questionnaire that can be accessed online or in hard copy. The questionnaire can be found at www.wiltshire.gov.uk/hospital-discharge-survey.htm or paper versions can be requested from the Healthwatch Wiltshire office. We are offering one-to-one conversations on the phone or in a person's own home, if they would prefer.

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk

New Healthwatch Wiltshire Website

Healthwatch Wiltshire recently launched its new website. The overall look and feel of the site has been improved as well as the navigation which hopefully means information and reports are now easier and quicker for people to find. Please visit www.healthwatchwiltshire.co.uk to have a look at the new website, we hope you like it as much as we do!

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Partner Update for Warminster Area Board

Name of Partner: Horningsham Parish Council

Date of Area Board Meeting: 30th June 2016

Headlines/Key Issues:

- Bath Arms Bus stop refurbishment and bench refurbishments in the parish completed.
- Village Fayre success
- £10,000 raised towards the Adventurer Henry Worsely Memorial Play Area

Projects:

- War Memorial Project nearing completion, Memorial restored, trees cleared to give a clear view from the Memorial area over Horningsham.
- Parish Plan Consultation paper to be circulated to the community

Future Events/Dates for the Diary:

- Next Full Council meeting 8th September 2016, all are welcome to attend.

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Partner Update for Warminster Area Board

Name of Partner: Maiden Bradley with Yarnfield Parish Council

Date of Area Board Meeting: 30th June 2016

Headlines/Key Issues:

- Forces March well attended
- Action Plan update
- Audit Completed dates for the exercise of public rights -15th June 2016 to 10th July 2016

Projects:

- Speed Indicator Device Poles – Funding approved and project actioned.

Future Events/Dates for the Diary:

- Tuesday 12th July 2016 next Full Council Meeting. 7.30pm all welcome to attend.

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Partner Update for Warminster Area Board

Name of Partner: Warminster Town Council

Date of Area Board Meeting: 30 June 2016

Headlines/Key Issues:

- Examiner's comments on Neighbourhood Plan to be discussed by Neighbourhood Plan Working Group on 8th July.
- Councillor Paul Macfarlane elected as Mayor for 2016–17; Councillor Pip Ridout as Deputy Mayor.
- Public meeting on the West Urban Extension Master Plan held at Athenaeum on 31st May – 120 attendees.

Projects:

- Asset transfer of public conveniences in Central Car Park and Town Park completed on 1st June.
- Asset transfer of the Town Park to be completed on 1st July.
- Five-year strategic plan adopted at Annual Meeting on 9th May.

Future Events/Dates for the Diary:

- **20th July: Movie Matinée – Brooklyn** An Irish immigrant lands in 1950s Brooklyn, where she quickly falls into a new romance. When her past catches up with her she must choose between two countries and the lives within. This is a film of grace and beauty with a wonderful central performance by Saoirse Ronan and a terrific supporting cast (Domhnall Gleeson, Julie Walters and Jim Broadbent). BAFTA Best Film.
- **17th August: Movie Matinée – Remember** Zev (Christopher Plummer) lives in a retirement home. His close friend Max (Martin Landau) reminds Zev of a mission he promised to carry out after his wife passed away, to search for the man who killed both their families during the war and make him pay with his life. Zev leaves to seek out four men living under Jewish names they stole from the dead at the concentration camps. A stunning performance from Christopher Plummer.
- **Regular events at the Civic Centre** (lists available at reception or check website www.warminster-tc.gov.uk for more information):

Mondays

Weekly: Tumbletots; Zumba Gold; Weightwatchers

Fortnightly: U3A Singing for Wellbeing

Monthly: Wiltshire Wildlife Trust (April–October)

Tuesdays

Weekly: Pilates; Warminster and District Stroke Club

Fortnightly: Age UK Fitness and Friendship Club

Monthly: Blood donors

Wednesdays

Weekly: Yoga; Zumba; Rock choir (starting 21st September)

Monthly: Film matinées; U3A monthly meeting

Thursdays

Weekly: Pilates; Karate; Sequence dance

Fridays

Weekly: Zumba Gold

Partner Update for Warminster Area Board

Name of Partner: Longbridge Deverill Parish Council

Date of Area Board Meeting: Thursday 30th June 2016

Headlines/Key Issues:

Projects:

- **Defibrillator – Longbridge Deverill Parish Council were fortunate to work with South Western Ambulance Service NHS Foundation Trust (SWASFT) to have a defibrillator installed in the Parish –**

This was the Press release

"South Western Ambulance Service NHS Foundation Trust (SWASFT) has worked in partnership with Longbridge Deverill Parish Council to launch a community defibrillator in the village of Longbridge Deverill, Wiltshire.

Automated External Defibrillators (AEDs) are purposely easy to use. Anyone can use them – the machines themselves talk you through what to do, and that, alongside advice from our emergency call-handlers, means that anyone can help to save a life.

Cardiac arrest does not discriminate against age, sex or fitness – it can happen to anyone, anywhere and at any time. It can be caused by many things including heart attacks, strokes and major trauma, and early defibrillation for patients in cardiac arrest can make all the difference to the outcome.

SWASFT has launched many new initiatives in Wiltshire this year such as increasing the number of Community First Responders as well as giving better access to community defibrillators by increasing the number available.

As the most rural Ambulance Service in the country, SWASFT plays a huge role in ensuring that communities have access to a defibrillator. It is exceptionally important and plays a huge part in getting people the care they need, immediately – which is what is required in a cardiac arrest situation.

Julia Doel, Assistant Community Responder Officer for SWASFT said: "The first few minutes of a cardiac arrest are absolutely crucial so having this life-saving equipment available, while the Ambulance is en route, gives the patient the best possible chance of survival. The more communities we can support in having their own defibrillator, the better."

Having remembered a Longbridge Deverill WI meeting that Julia attended early 2015, Julia put forward the Parish for the scheme, the Parish Council are fortunate and grateful to all involved to be part of this scheme. A well-attended awareness session took place in May, where members of public learnt basic lifesaving skills, this will be repeated annually. The defibrillator at The George is available 24hours a day, there is one held at The Lakeside Garden Centre in Crockerton available during opening hours."

- **Area Board Grant** -LDPC were grateful to receive an area board grant of £320 to purchase two framed copies of the Coat of Arms to be presented and held at Longbridge Deverill Parish hall and Crockerton School. Longbridge Deverill Parish Hall felt it was the icing on the cake, as the hall now had new double glazed windows and had recently been redecorated. The School is due to receive theirs shortly.
- **Longbridge Deverill Parish Council Annual Parish Meeting** – the meeting was held in May where the following organisations gave presentations: -
 - **Longbridge Deverill WI** – Mrs Daphne Atkinson, president, stated that the WI currently has 13 members, with two new members about to join, they welcome new members. Regular speakers attend meetings, which are held 2nd Monday monthly. They have a skittles and scrabble team and play in the federation league. They visit places of interest and have plans to visit Dents museum and Frome Theatre. They will be selling teas and homemade cakes again this year at the Flower Show.
 - **Longbridge Deverill Flower Show** (incorporating Crockerton and Hill Deverill)– Sam Ramsay, Chair, stated the show will take place on Saturday 13th August, it will always be on the 2nd Saturday in August. Volunteers are welcome on the day, please get in touch with Sam if you wish to volunteer. Please see website with full details and classes www.longbridgedeverillflowershow.co.uk and like their Facebook page ‘Longbridge Deverill Flower Show’. The event brings villagers together. Last year was a great success and they were able to donate funds to The Alms-houses, The Church and Parish Hall, they also planted spring bulbs and donated some to Crockerton to plant. Their aim is to plant daffodils all along A350 through Longbridge Deverill.
 - **Parish News** – Judy Munroe sent her apologies with a report read by Councillor Read – 600 copies are produced at a cost of £137 per month and distributed to every house in the five Deverill villages and Crockerton by volunteers. It contains articles of local interest, Council, Church and social welfare information, local, charitable and fundraising events. To cover the costs annual donations from householders are received and grant applied for from the two Parish Councils. The Parochial Church Council cover any shortfall. They receive many favourable comments.
 - **Crockerton Village Committee** – Michelle Doyle, Helen Treasure and a ‘chicken’ explained that the committee was originally formed for the millennium, but had now become the village committee. Their aim is to enhance the village and bring villagers together by various events such as bulb planting, litter picking, Easter egg hunt, bike rides, quizzes and the newest event a Garage/Drive sale, with 14 householders taking part last year. The event will take place again this year on Sunday 18th September. The Street party is always popular and this year it will celebrate the Queens 90th Birthday and will be on Saturday 18th June. They then handed around a tray of homemade cakes, which were well received.
 - **The Deverills Festival** – Councillor Read presented Julia Williams with a grant cheque for £150, Julia thanked the Council for their support. Julia explained the festival started 2 years ago with a full festival. Their aim is to hold quality events at local venues at affordable prices. This year they are having four events through the seasons, early Mays event, Sarah McQuaid at The George was a sell-out. The next event is Theatre Rush on 23rd July, please see website for more info www.deverillsfestival.com
 - **Longbridge Deverill Parish Hall** – A presentation was made by Councillor Graham Read to the Chair Julie Read of a Framed Coat of Arms, which was hung on the Parish Hall wall, Julie thanked the Parish Council and all agreed it looked rather splendid. Julie explained that the Hall Committee is now made up of a mixture of ages and they now have a website www.wvha.org.uk

and like their Facebook page Longbridge Deverill Village Hall. The hall is here to serve the Parish and is used for Mother and Baby group, Christening and weddings, Zumba, Lego Club, Textile group, meetings of WI and Council. The Parish Hall committee hold events such as Burns Night, Pancake supper, St George's meal and Harvest Supper to raise funds for the continued upkeep of the Hall and they appreciate the support that these are given.

Future Events/Dates for the Diary:

-

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Wiltshire Council

Warminster Area Board

Date of meeting

Subject: Local Highways Investment Fund 2014 – 2020

Report Author: Parvis Khansari, Associate Director Highways and Transport

Executive Summary

Wiltshire Council is undertaking a major programme of investment in highway maintenance over six years, which is delivering a significant improvement in the condition of the county's highway network.

The flooding in 2013/14 had an adverse effect on road conditions, but the additional investment through the Council's 'Local Highways Investment Fund 2014 – 2020' has arrested this deterioration, and the county's road conditions continue to improve.

The investment has been targeted at those roads in worst condition, and includes minor roads as well as the main roads. The programme is just reaching the end of its second year, and has already seen a substantial amount of work completed (see **Appendix 1**).

In 2016/17 it is proposed to increase expenditure on treating the smaller sites, many of which have been outstanding for some time, and to reduce the number of larger surfacing sites.

A list of potential sites for next year has been prepared for each community area (see **Appendix 2**). The site list is based on the existing condition of the roads and the anticipated deterioration in the future, and the area boards are invited to consider the proposals.

It should be noted that the list will probably need to be reviewed during the year as the rate of deterioration of individual roads does vary because of weather and local conditions.

There has been an extensive programme of integrated transport, traffic management and safety schemes carried out in recent years. (See **Appendix 3**). The Community Area Transport Groups (CATGs) have had a vital role in helping prioritise schemes.

The Council is in the process of identifying a 'Resilient Road Network' (See **Appendix 4**), which will form the core network where specific measures would be considered in order to ensure the continuing availability of this route in extreme weather conditions.

Proposals

Area Boards are asked to note the work completed so far in connection with the 'Local highways Investment Fund 2014 – 2020', and consider the list of proposals for highway maintenance in their areas for 2016/17.

The Area Board are requested to note the proposed 'Wiltshire Resilient Road Network', and are invited to comment on the proposed network and any sections of the route of particular concern in their area.

Reason for Proposal

Wiltshire Council has a major programme of investment in highway maintenance over six years, which is already delivering a significant improvement in the condition of the county's highway network.

The views of the Area Board are important in helping identify local priorities for road maintenance, and future programmes of work.

Wiltshire Council

Warminster Area Board

Date of meeting

Subject: Local Highways Investment Fund 2014 – 2020

Report Author: Parvis Khansari, Associate Director Highways and Transport

Purpose of Report

1. To advise the Area Board regarding progress on Wiltshire Council's Local Highways Investment Fund 2014 – 2020, and to review the local highway maintenance priorities for 2016/17.

Relevance to the Council's Business Plan

2. The Council's Business Plan sets out the vision to create stronger and more resilient communities. It includes three key priorities and twelve actions that the Council will deliver over the next four years. One of the twelve actions is to 'invest additional money between 2014 -17 to reduce the historic backlog in highways maintenance'.

Background

3. Expenditure on highways maintenance declined substantially during the 1990's, and there was underinvestment in roads maintenance nationally for many years. There was an increase in spending from 2000/1, with the introduction of Local Transport Plan funding, but there was still a large backlog of maintenance required on the network.
4. In 2014 Wiltshire Council started a major programme of investment in highway maintenance over six years to bring about a significant improvement in the condition of the county's highway network.

Main Considerations for the Council

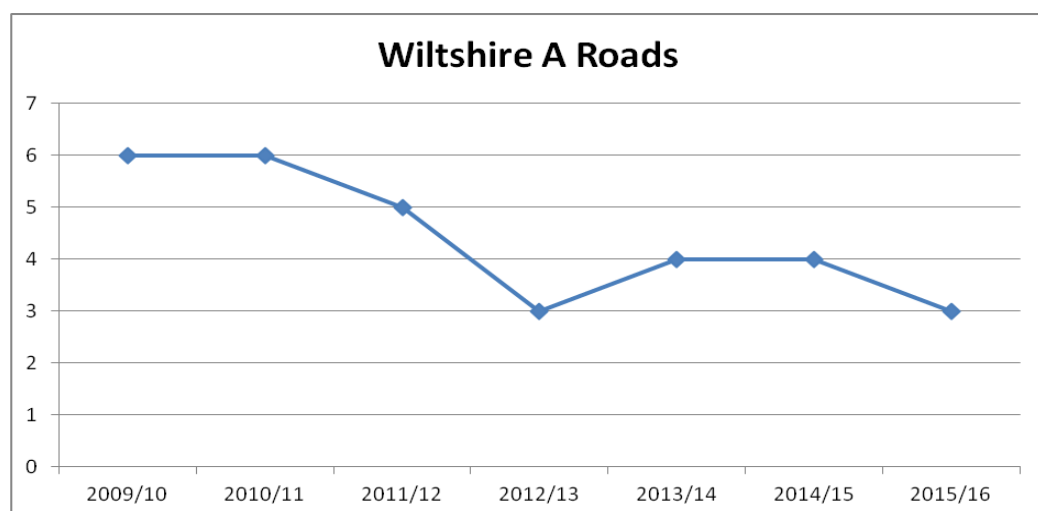
Local Highways Investment Fund 2014 - 2020

5. The investment is being targeted at those roads in worst condition, and includes minor roads as well as the main roads. Assessments based on road safety information and road condition data has been used to prepare annual lists of priority sites for treatment which are presented to the Area Boards for consideration.

6. Some roads need to be treated as priorities in order to address skid resistance and safety problems. As well as addressing the roads in worst condition, improvements are being made to the drainage and footways to bring them up to standard.
7. In addition to the larger sites, the Council has also been repairing smaller localised sites which are suffering from deterioration, or which need repairs. This programme of pothole and defect repairs will continue across the county in response to local damage identified through the Council's regular inspections or reports from the public and road users.

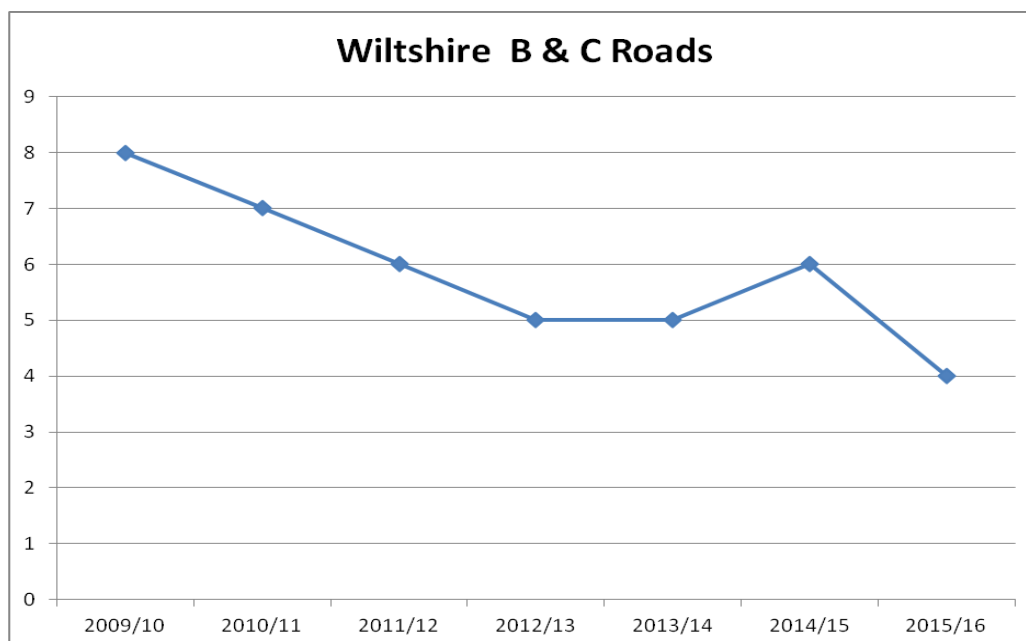
Condition of Roads in Wiltshire

8. The condition of classified roads is measured by technical surveys carried out using vehicle mounted laser scanners to a methodology established by the Department for Transport (DfT). These reflect the overall road condition and have been reported as National Indicators for a number of years.
9. The condition of the classified roads in Wiltshire has improved considerably since 2009/10. The flooding in 2013/14 clearly had an adverse effect on the road network, but the additional investment through the Council's Local Highways Investment Fund has helped stem this deterioration.
10. The investment made by the Council over the years has seen a reduction in the length of A Class road where treatment should be considered:



Percentage of A Class Roads in Wiltshire in poor condition

11. The B and C class roads have also improved. There has been a reduction in the percentage of road where treatment should be considered in recent years:



Percentage of B and C Class roads in Wiltshire in poor condition

12. The condition data on the unclassified roads is not as robust as for the classified roads, but indications are that these roads are also starting to improve. Data is being collected on the unclassified road network using the same methodology as for the classified roads, but this will take a few years to achieve the same level of detail. Initial analysis of this data indicates that approximately 6% of the surveyed unclassified network is in poor condition.
13. The road conditions in Wiltshire have been compared to other south-west counties. Conditions of the A class roads in Wiltshire, based on the 2013/14 figures published by DfT, are broadly similar to those in Dorset and Somerset, but not as good as those in Devon and Cornwall. The B and C Class roads, which are an important part of the network in Wiltshire, have been better than those of the adjoining counties for a number of years.

Highways Maintenance Programme

14. There has been considerable maintenance work carried out on the highway network in Wiltshire in the last two years as part of the Council's Local Highways Investment Fund. The list of local sites completed is included as **Appendix 1**.
15. During 2015/16 there were a number of sites which it was not possible to complete. These were primarily surface dressing sites, sometimes referred to as 'tar and chip', which is a cheap cost effective way of treating rural roads. However, it does need the underlying road structure to be in good condition as it provides a thin surface to improve skid resistance and seal the road construction, but does not add significantly to the strength to the road.

16. In the event the extent of structural repairs required on some of the minor roads proved larger than anticipated, and some surface dressing sites had to be deferred. The process has to be carried out during a short period in the summer, and it was not possible to complete the full programme of works last year.
17. There were a few sites which had to be postponed because of public utilities work. This was to avoid the road being dug up soon after being laid. The intention is that any public utility mains and cables should be laid completed before the road is resurfaced.
18. A list of potential sites for next year has been prepared for each community area (see **Appendix 2**). The site list is based on the existing condition of the roads and the anticipated deterioration in the future, and the area boards are invited to consider the proposals.
19. In view of the general improvement in road conditions, and the current financial restrictions, it is proposed to defer some of next year's investment until following years. This will reduce the number of larger surfacing sites being undertaken next year, but those where road safety is a serious consideration will still be prioritised.
20. The new contractual arrangements following the end of the current highways contract has enabled the Council to establish a direct contract with the surfacing sub-contractor. This has seen an improvement in service with more certainty of delivery with a good quality of work.
21. An area where delivery has improved significantly in recent months is with regard to the smaller sites where there is localised damage and potholes. These can be particularly difficult because they often need road closures and diversions to enable the works to be carried out safely. Programming these works, and integrating them with works by other on the network, is a challenge, but good progress is now being made.
22. It is proposed to increase the budget for this type of work substantially in 2016/17 in order to address some of the smaller sites which it has not been possible to progress in recent years. It is intended that the local Highways staff will have greater input in identifying priorities, potentially with the CATGs also being involved. The procedures will be developed in more details over the next few months.
23. The Council has been carrying out footway and drainage works in conjunction with many of the surfacing sites, but there is a requirement to develop a programme of footway works. Condition data has been collected for the urban footways over a number of years, and is expected to be substantially completed this year. This will enable a programme of footway major maintenance to be identified for consultation and potential implementation in 2017/18.

Integrated Transport Schemes

24. The CATGs have proved particularly successful at identifying and prioritising local transport issues, and a number of schemes have been delivered in recent years, with many more being developed for future implementation. See **Appendix 3**.
25. It is proposed that this process should continue with the budgets for this type of work continuing for next year. The Area Boards are encouraged to use the CATG process to deal with local concerns.
26. The Council analyses the injury accident records in order to identify sites with particular accident problems. These sites are reviewed and where appropriate improvements are proposed. These will continue to be developed, with the CATG kept informed of progress.

Resilient Road Network

27. The major maintenance work is improving the condition of the highway network and making it more resilient to extremes of weather. The flooding during 2014 affected a number of key routes in the county, and there is a need to identify a core network where specific measures should be considered in order to ensure the continuing availability of the route.
28. The Council already has an identified network of main roads which is the priority to keep open in the event of an extreme snow event. This comprises the busiest main roads, and is about 10% of the network. Once these have been cleared other roads are then treated in accordance with local priorities and conditions. There is a much more substantial network of roads which is subject to precautionary salting when ice is forecast.
29. It is proposed that the core network (See **Appendix 4**) should be designated the 'Wiltshire Resilient Road Network', and should be reviewed to determine whether specific measures are necessary to ensure its continued availability in adverse weather conditions of all types.
30. Any comments on the proposed resilient network, or areas of concern, would be appreciated, especially with regard to any sections of the route which may be considered particularly vulnerable. The Area Board may wish the CATG to consider the proposed network.
31. Extending the length of roads to be included in the core network would not be feasible because of resource limitation with regard to snow ploughing or specific works to improve resilience. If the proposed resilient network is too large it could divert funding away from other roads on the network.

Safeguarding Implications

32. Does not apply.

Public Health Implications

33. Increased investment in road maintenance has benefits for public health. The improved road surfaces, better skid resistance and associated safety improvements help reduce the numbers killed and injured on the road network. These improvements complement the other measures to improve road safety, such as traffic calming and speed limits, being introduced through the Local Transport Plan funding and the Community Area Traffic Groups.
34. The improved road surfaces, particularly on the minor urban roads, will be of benefit to cyclists and pedestrians. At present the condition of some of the urban roads may discourage cycling as cyclists are adversely affected by poor road conditions and uneven or damaged surfaces. The proposed investment would support the strategy to encourage cycling as set out in the Local Transport Plan.
35. Roads in poor condition in urban areas can result in disturbance and noise for residents, especially on busier routes carrying heavy goods vehicles at night. Better road surfaces should result in reduced background noise in residential areas, with potential mental and physical health benefits.
36. The Council monitors road collision data in order to focus safety improvements at those sites with the worst accident records. With the additional funding this process will continue, and where appropriate other alterations to signing, drainage, street lighting or road markings could be incorporated into resurfacing work and schemes to improve safety.

Environmental and Climate Change Considerations

37. The road network is particularly vulnerable to the effects of climate change. In recent years we have seen the effects of a series of severe winters which have resulted in damage to the roads and an increase in the number of potholes. In 2014 flooding damaged a number of roads in Wiltshire, and increased deterioration.
38. In the longer term a more robust highway network, with roads in better condition, would require less reactive maintenance and reduced travelling to respond to potholes and localised defects. A planned maintenance regime would enable the traffic disruption to be kept to a minimum. With unplanned maintenance the delays to traffic and associated fuel consumption could be considerable.
39. The identification of a Resilient Road Network for the county will help identify the key areas where measures may be required to ensure the continuing availability of main routes in extreme weather conditions.

Equalities Impact of the Proposal

40. The improvements in road safety anticipated with increased investment in road maintenance would be expected to benefit all road users, but

especially the more vulnerable, including pedestrians, cyclists and other non vehicle users.

41. The highway network is important to local businesses, and to public transport operators. The delays due to un-programmed maintenance and road repairs have been identified as concerns by local businesses. The high profile programme of works to address road conditions will help send the message that transport is important in Wiltshire and could help to promote inward investment and job creation.

Risk Assessment

42. There are serious risks in connection with road maintenance. These include the safety and reputational aspects of those killed and seriously injured on the highway network. In order to reduce these risks the Council has approved highway inspection and skid resistance procedures in place, but in order to keep the network in safe condition it is important that the highway network has adequate investment, and the safety issues are prioritised.
43. The road condition data collected thorough the technical surveys is used to focus investment on those sites where there is most need and greatest risk. As well as the safety benefits this approach also ensures that best use is made of the limited available funding in order to keep the asset in optimum condition.

Risks that may arise if the proposed decision and related work is not taken

44. The risks to the Council from lack of road maintenance are in terms of claims against the Council as the result of accidents, or in extreme cases prosecution as a result of particular incidents. As well as the safety and cost aspects, there are also significant reputational implications of such events.
45. Not carrying out highway maintenance would lead to declining public satisfaction in the future as road conditions remain the same and no progress is made on improving them.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

46. There is a risk that the proposals will not deliver the improvements in road condition anticipated. This risk will be managed by using the technical data to focus the necessary investment on those sections of road where work is required to meet safety requirements, and on those places where it would improve road conditions the most. Effective asset management will reduce this risk and make sure the investment is effective.
47. There is a risk that the investment will not increase public satisfaction with the service. In view of the initial results from those authorities which have made a substantial investment it would appear that satisfaction levels will

improve with the investment. However, a programme of publicity, branding and public involvement through the Area Boards will help raise awareness of the project, and will help to reduce this risk.

Financial Implications

48. The Council's approved budget has included increased investment to deliver the Council's Business Plan with regard to road maintenance. This has been £24 million for the past two years. It is proposed that £3 million of next year's expenditure will be moved in to future years in view of the improving road conditions and current budget pressures.

Legal Implications

49. The Council has a duty under the Highways Act to maintain the county's roads. The highway inspection procedures, policies and improvement plans ensure that this duty is fulfilled. The increased investment and improved road conditions is helping the Council meet its responsibilities with regard to road maintenance.

Options Considered

50. The Council reviews its proposed road maintenance programme annually in order to make best use of the latest information and take into account deterioration of the road conditions because of weather or other factors.

Conclusions

51. The conditions of the road network are important to the public, and this is reflected through the People's Voice and NHT surveys. There has been expenditure above anticipated LTP funding levels in Wiltshire which is improving the condition of Wiltshire's highway network.
52. The Highways Investment Fund 2014 – 2020 over the six years will provide a significant improvement to the condition of the network, including improving the condition of the unclassified roads, and improving safety on the classified roads. The involvement of the Area Boards to help identify local priorities for treatment is important.

Parvis Khansari
Associate Director Highways and Transport

Report Author:

Peter Binley, Head of Highways Asset Management, Wiltshire Council, County Hall, Trowbridge, Wiltshire BA14 8JN
(e-mail peter.binley@wiltshire.gov.uk).

12th February 2016

Background Papers

The following unpublished documents have been relied on in the preparation of this report: None

Appendices

Appendix 1 – Highways Major Maintenance sites 2014 – 16

Appendix 2 – Potential Future Highways Maintenance Sites

Appendix 3 – Recent local CATG Schemes

Appendix 4 – Resilient Road Network

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Completed Highways Major Maintenance 2014/16 – Warminster Area Board

Road	Location	Recommended Treatment
U/C	Junction Gey's Hill to Whitbourne Moor, Corsley	Surface Dressing
U/C	The Stalls - Dertfords Junction with Lanes End Hill A362	Surface Dressing
U/C	Sturford Lane (Whitbourne Moor to junction Lands End Hill A362)	Surface Dressing
U/C	Springhead, Sutton Veny	Resurfacing
U/C	Chancery Lane, Warminster	Resurfacing
A350	Bends at Lower Pertwood	Skid Resistance Improvements
B3414	Bath Road, Junction with Roman Way	Skid Resistance Improvements
B3414	Bath Road near Brick Hill	Skid Resistance Improvements
A350	A350 northbound approach to roundabout with A36	Skid Resistance Improvements
A350	Lords Hill Barn	Skid Resistance Improvements
A350	Bend south of Lords Hill Barn	Skid Resistance Improvements
A350	Longbridge Deverill	Skid Resistance Improvements

Road	Location	Recommended Treatment
B3092	Frome Road north of Mill Lane	Skid Resistance Improvements
A350	Longbridge Deverill	Resurfacing
A3098	A3098 - A36 to Westbury	Resurfacing
U/C	Southcroft, Chapmanslade	Resurfacing

Proposed Highways Major Maintenance 2016/17– Warminster Area Board

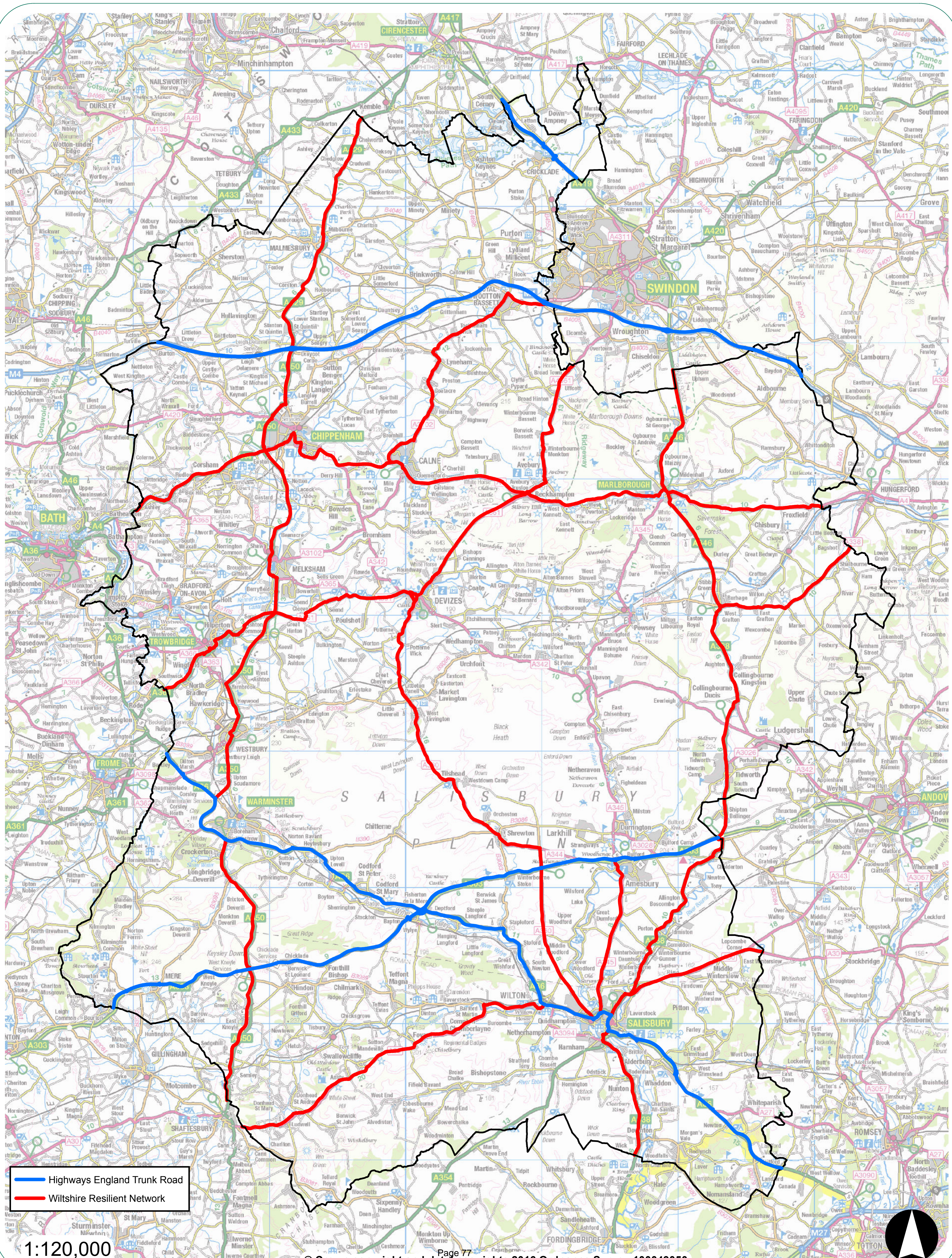
Road	Location	Recommended Treatment	Estimated Length (m)
B3092	Frome Road (Junction with Bradley Lane north to Junction with Forest Road)	Surface Dressing	2,923
A362	A362 Picket Post Roundabout to Warminster Bypass	Resurfacing	925
A350	Longbridge Deverill	Carriageway Repairs	800
B3092	Junction with High Street, Stourton	Skid Resistance Improvements	620
A350	Warminster Hollow, East Knoyle	Skid Resistance Improvements	50
A350	Pertwood Manor Farm, Brixton Deverill	Skid Resistance Improvements	990
A362	Whitbourne Springs at Picket Post Roundabout, Corsley	Skid Resistance Improvements	110
A350	Warminster Road, Upton Scudamore	Skid Resistance Improvements	160
B390	Camp Road, Knook	Skid Resistance Improvements	260
B3092	Frome Road, Maiden Bradley	Skid Resistance Improvements	130

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Integrated Transport schemes Completed 2014 to 2016
Warminster Area Board

Road	Location	Scheme Description
A350	East Knoyle	Direction signs
A36	Codford	Speed limit signs and markings
C280	Upton Lovell	Removal of unauthorised tourism signs to Prince Leopald Inn
Various	Warminster	Street pride sign removal
B390	Chitterne	CATG - Tilshead Road, junction improvements
C10	Sherrington	CATG - Road markings 2 no. SLOW
C10	Sutton Veny, High Street	CATG - Signs and road markings
B3414	Warminster, Market Place	CATG - Keep Clear markings
U/C	Warminster, Access to Central Car Park	CATG - Waiting restrictions
U/C	Warminster, Sambourne Gardens	CATG - Bollards
A36	Warminster, Bridge by Cotley Hill Roundabout	CATG - Signs and road markings
U/C	Warminster, Smallbrook Lane	CATG - Toad Migration warning signs
C10	Sutton Veny	Rechargeable - Village nameplates
C360	Warminster	Rechargeable - Direction signs to Civic Centre
U/C	Warminster	Rechargeable - direction signs to Princecroft School & Children's Centre
U/C	Warminster	Rechargeable - direction sign to Action on Addiction Centre
U/C	Warminster , Ash Walk	Rechargeable - Toad warning signs
A350	Longbridge Deverill, SmallBrook Road	Road Marking Review
A362 to A36	A362 Picket Post to A36	Road Marking Review - to A36
C10	Warminster, Woodcock Road / Lane	Substantive CATG - Pedestrian improvements
U/C	Warminster, Beech Grove	Substantive CATG
C10	Warminster, St George's Primary School	TAOSJ - Zebra crossing

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WARMINSTER COMMUNITY AREA TRANSPORT GROUP

NOTES OF THE WARMINSTER COMMUNITY AREA TRANSPORT GROUP MEETING HELD ON 31 MAY 2016 AT WARMINSTER CIVIC CENTRE.

1 **Note Tracker**

If you have any questions about the attached Note Tracker please contact:

Martin Rose (Principal Engineer)

direct line: 01225 713476

e-mail: martin.rose@wiltshire.gov.uk

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WARMINSTER COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
1.	Attendees and apologies			
	Present:	Simon Jasper; Jacqui Abbott; Heather Abernethie; Denise Grech; Pat Whyte; Cllr Keith Muston; Cllr McDonald; Len Turner; Simon Jasper; Cllr Andrew Davis; Cllr Sue Frasier; Mike Lucas; Martin Rose		
	Apologies:	Phil Jefferson; Sarah Jefferies;		
2.	Notes of last meeting			
		<p>The minutes of the previous meeting held were agreed at the Warminster Area Board on 4th March 2016.</p> <p>The Link can be found at:</p> <p>https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=172&MIId=8935&Ver=4</p>	The notes were approved	
3.	Financial Position			
		The current balance for the Warminster CATG for 2016-17 up to the 23 rd May 2016 is £18,396.06	Commitments carried over from previous financial year. Current budget is £18,396.06	MR

WARMINSTER COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

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4.	Update on Top 5 Priority Schemes			
a)	High Street / Portway junction - Bollards / barrier	<p>Funding agreed of £3,900 at AB July 2015. No contribution from WTC.</p> <p>MR - Issue with underground services. To be discussed with Warminster Town Council.</p> <p>MR update 23/5/16 Scheme agreed with WTC. Order issued to Ringway. Awaiting implementation.</p>	Likely Implementation within next 4 to 6 weeks. Footway area to be re-surfaced	MR
b)	3954 / 4185 The Close	<p>Agreed as Priority 1 scheme at 09/09/15 meeting.</p> <p>3954 - Issue relates to accessibility by elderly residents of Kygneston Court who are having difficulty using frames and mobility scooters because of the camber of the pavements. Commercial bins left out for long periods of time and blocking the pavement which is narrow</p> <p>4185- Issues relates to large delivery vehicles which are offloading opposite Prestbury Sports Bar . Large vehicles squeeze past encroaching over the double yellow lines and coming within centimetres of the corner of property. Concern that damage will occur</p> <p>MR – Site visit undertaken and outline options under consideration. Topo survey maybe required to enable further design options to be considered.</p> <p>Top Survey agreed. Approx £1300. TBC Town Council to confirm 25%</p> <p>MR update 23/5/16. Topo survey received. Design options to</p>	<p>(Priority 1)</p> <p>MR to present design options to be to Town Council in due course. Significant improvements difficult due to restrctuted site and requirement for loading and loadng for presetbury Sports bar. Main issue appears to be obstruction of narrow footway by commercial bins.</p>	MR

WARMINSTER COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		be prepared for consideration of CATG group.		
c)	4071 Victoria Road / Masefield Road	<p>Agreed as Priority 1 scheme at 09/09/15 meeting. Issue relates to roundabout visibility, & safety</p> <p>MR – Site visit undertaken and initial options investigated. Signing & lining improvements & raise roundabout agreed. Approx £5k. Town Council to confirm 25%</p> <p>MR update 23/5/16. Topo survey required due to inaccuracies of OS plan. Additional £1300 required.</p>	<p>(Priority 1)</p> <p>Meeting agreed an additional £1300 for the Top survey. Total budget now £6300. No additional costs to be paid by WTC</p> <p>To be taken to Area Board 30 June.</p>	<p>MR</p> <p>JA / AD</p>
d)	4214 Geys Hill Passing Bay	<p>Agreed as Priority 1 scheme at 09/09/15 meeting</p> <p>MR - Works remain unprogrammed due to requirement for road closure on Geys Hill. To be discussed with Longleat Caravan Centre and parish council.</p> <p>Works Likely to take after 1 April. MR to discuss temp road closure issues and timing with Caravan club and Longleat. Simon Jasper to provide contact details to MR.</p> <p>MR update 23/5/16. Construction date not yet agreed with both Ringway. Caravan Club prefer Mid Jan 2017. Likely final quarter of the 2015-16 (Dec - March). Discussions with other parties ongoing.</p>	<p>(Priority 1)</p> <p>Discussions to continue with a view to agreeing an implementation date. To be removed as a priority 1 scheme.</p>	<p>MR</p> <p>JC</p>

WARMINSTER COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

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e)				
f)	Pound Street / The Maltings	<p>Agreed as Priority 1 scheme at 09/09/15 meeting</p> <p>No waiting 8am-6pm Mon - Fri</p> <p>Gone through Warminster town development with contribution £833 agreed. Maltings contribute £833</p> <p>MR – no objections to formal advert. Work order issued and awaiting implementation.</p> <p>MR update 23/5/16 – Initial delay due to lack of lining works by BBLP. Works now programmed for week commencing 23/05/16</p>	All works now complete. To be removed as a Priority 1 scheme.	MR
g)	3146 / 4263 Imber Road	<p>Speeding and crossing concerns raised. Also relates to issues on Woodcock Road. Metrocount 16/10/15. Location to be agreed. To go back to Warminster TC town development committee for consideration. Issues to be considered as part of town transport model.</p> <p>Request metro count in first instance. Location to be agreed.</p> <p>MR update 23/5/16. Awaiting agreed locations for metro-count(s)</p>	<p>Priority 1</p> <p>Metro counts and pedestrian survey are required.</p> <p>Residents have expressed desire to see 'H' bar markings across private driveways. £863 as standing charge for ad-hoc road marking works but may be able to combine with other lining works in Warminster. A total of £800 is required for a pedestrian survey with a provision sum of £100 allocated for 'H' bar markings. This needs to be approved by WTC Town Development committee</p>	<p>MR</p> <p>JA / AD</p>

WARMINSTER COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

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			£900 recommended by CATG for pedestrian survey /lining works to go to Area Board 30 June	
h)	4226 Townsend Chitterne	<p>Speeding concerns. MR - Please Note 3 no. Metrocounts undertaken at separate locations along Townsend in December 2014. 85th percentile speeds range 26.6 – 32.2mph. Mean speed 22.2 – 25.4mph.</p> <p>Allocated as a PRIORITY 1 SCHEME – Options to be prepared for discussion at next meeting.</p> <p>MR update 23/5/16. Outline plans issued to Chitterne PC for comments 23/05/16</p>	<p>Priortiy 1</p> <p>Parish Council wish to abandon this proposal due to concerns relating to enforcement. To be removed as priority 1 scheme and the budget returned to pot.</p>	MR
5.	Other highway Issues under consideration			
a)	4089 Woodcock Road Also see issue 3839	<p>No priority allocated. Previous substantive scheme undertaken.</p> <p>Kingdown will need to update travel plan and progress through Taking Action on School Journeys TAOSJ. Speak to Ruth Durrant. Possible Speed watch site. Metrocount undertaken by St Georges School.</p> <p>Cllr Mcdonald visited School and reminded them re: their updated Travel Plan. Once submitted they can make a formal request for improvement work under TAOSJ initiative</p>	<p>Awaiting updated Travel Plan from Kingdown School before further action can be taken.</p> <p>Topo survey will be required required; To remain at priority 2</p>	

WARMINSTER COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

Page 88	b) 4031 Chapel Street	Waiting restriction request. JA to issue WR1 form to requester. HA to take issue to Town development committee. WR1 form requested	This issue to go to Town Development Committee and be dealt with as part of annual WR requests. Remove from system now	MR
	c) 3949 Hillwood Lane, Warminster (see also issue 4261)	Request for removal of highway verge and construction of parking places. CATG unable to fund.. Issue raised again under 4261 01/10/2015. MR to seek definitive advice from Land charges / planning. MR update 23/5/16. Advice received on how best to progress from Alan Creedy and this has been reported back to requester.	Applicants need to apply for planning permission. If successful, Wilts Council may extinguish Highway rights. Selwood would also be involved. 100% Costs to be borne by residents. Would be quite expensive; possibly £30k +. Services may need diverting. Leave on until next CATG	
	d) 3753 Chitterne topo survey	Topo survey undertaken in advance of traffic calming options being considered. Currently on hold	Leave on hold.	
	e) 3873 Chain Lane / Smallbrook Road	Barriers requested to prohibit access to Smallbrook Road from Southleigh view / Gypsy Lane end.	This issue has been considered previously by the town development committee in Dec 2015 but is not supported. Issue to be removed from list and requester informed.	JC
	f) 4384 Copheap Lane	Parking restriction request. Re. layby by a post box in Copheap Lane. Over the last 12 months residents of a nearby estate have been parking in it permanently. Copheap lane is very busy and the layby offers the only opportunity to safely park while using the post box. Suggestion made is that parking in the layby be restricted to 5 mins only.	Town Council have taken this forward via WR1 and WR2. To be dealt with as part of annual WR requests. To be removed from CATG list	JC

WARMINSTER COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

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		WR1 form requested		
g)	4324 Bishopstrow	<p>Ongoing speeding concerns. Request for traffic calming measures.</p> <p>Jislon poles to be installed to prevent cars mounting pavement. Approx £1500. Parish meeting to pay 25% Allocated as PRIORITY 2 scheme.</p> <p>MR update 23/5/16. Scheme brought forward at request of chair.Reduced contribution agreed. Implementation due 31/05/16</p>	<p>Bollards installed 31/05/16</p> <p>Parish council happy for other issues re. speeding to be deferred. Remove from CATG list.</p>	JC
h)	4270 Grovelands Way	<p>Bus shelter request.</p> <p>Status of 53 bus service along Grovelands to be established before further action is considered. Ownership of land for siting of shelter to be checked. Shelter to be paid for by Town Council.</p> <p>On hold</p>	<p>Land owned by Wiltshire Council. Waiting for outcome of passenger transport review.</p>	MR
i)	4261 Hillwood Lane	See previous issue 3949.	As above	
j)	4020	<p>New Finger Post Codford.</p> <p>MR to provide latest cost. Parish Council 25%. Allocated as a Priority 2 Scheme..</p> <p>MR update 23/5/16. Scheme brought forward at request of chair. Order placed Feb, awaiting delivery and installation.</p>	<p>Awaiting delivery of finger post. Implementation June 2016</p>	MR

WARMINSTER COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	k) 3611 Chapmanslade, High Street	Speeding and Highway safety concerns in High Street. Orgnial item submitted 28/09/14. Request to reopen issue by PC CATG suggested "Advisory 20mph" scheme as part of TAOSJ. MR to send policy to Chapmanslade PC	To remain 'on hold'	
6.	New issues submitted since previous meeting.			
	l) <u>4584</u> Newport	Request for White Lines to be extended-junct of Newport Portway. Request by WTC	Town Council has requested this. MR to provide firm costing. Estimate in the region of £1500.00 PRIORITY 1 SCHEME	MR
	m) <u>4581</u> Hillwood Lane	Request for New Sign to limit HGV access.	This scheme was not supported by the Town Council. Not possible to restrict HGV access. To be removed and requester informed.	JC
	n) <u>4539</u> / <u>4525</u> Portway Warminster	Request for residents parking scheme	There are no residents parking schemes being implemented in Wiltshire at the current time. Not supported by WTC. Remain 'on hold' for now.	JC
	o) <u>4538</u> Boreham Fields	Request for review of parking arrangments outside retial units	Site visit required. Land search required to establish extent of highway. PRIORITY 1 SCHEME	
	p) <u>4537</u> West Street	Problems with HGV's mounting pavement, concerns re. speed	MR to investigate options for bollards on the footway / signing improvement.	MR

WARMINSTER COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

q.		Chitterne / Knook junction – Cllr Davis requested new issue to be logged. Possible lining improvements. Requires liaison with Highways England A36		MR
7.	Confirmation of Priority 1 Schemes			
	a) b) c) d) e)	3146 / 4263 Imber Road 4071 Victoria Road / Masefield Mini roundabout 3954 / 4185 The Close 4538 Boreham Fields 4584 Newport / Portway		
8.	<p>Any Other Business:</p> <p>Discussions re: weight limit in Chapmanslade. Parish Council have involved the MP as the weight seems to be linked to A350 & A303. Has been an ongoing issue regarding limits and confusion. Check with Spencer Drinnkwater and Fleur de-Rhe Phillippe MR</p> <p>Corsley – bus stop and sign obscures vehicles. May need someone to come and have a look at it. Raise the sign or change bus shelter. MR to action</p> <p>Martin suggested that the group might want to think about schemes into the future around drop kerbs if there is any money left over.</p>			
9.	Date of Next Meeting: 19 July 10am to 12 noon Warminster Civic Centre			

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Warminster Community Area Transport Group

Highways Officer – Martin Rose

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.

WARMINSTER COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

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 3rd party contributions are confirmed, Warminster Area Board will have a remaining Highways funding balance of £20,846.06

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



Wiltshire Challenges

- Demographics
- Finance
- Increasing complex needs
- Ageing population
- Resources
- Duplication and overlap
- Gaps in support



Why a local Health and Wellbeing group?

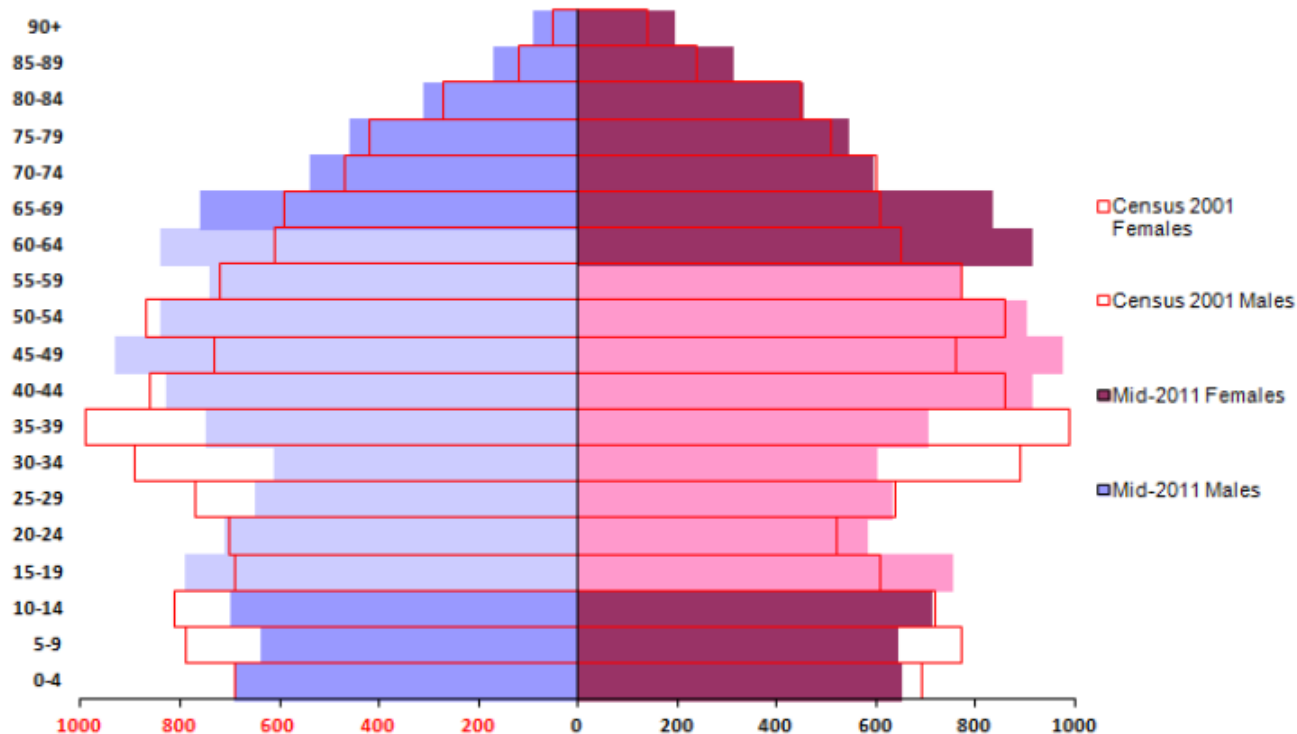
- A local forum to co-ordinate local services
- Initiate & deliver local collaborative health and Wellbeing projects through the Area Board & partners
- Represent views of vulnerable groups to the Area Board
- Work with Wiltshire Council staff to design and develop new services and review existing ones
- Identify funding opportunities
- Help people who feel isolated and excluded

Community Area Joint Strategic Assessment

- Joint Strategic Assessments are a statutory duty
- The Community Area JSAs (CAJSAs) provide data, information, knowledge and evidence about each area in Wiltshire
- We are currently refreshing the CAJSAs with community events to share the updated information planned between Nov 2016 and Feb 2017
- The updated CAJSAs will include a chapter focussing on Older People
- Warminster's current CAJSA can be accessed via <http://www.wiltshirejsa.org.uk/issue-location/warminster/>

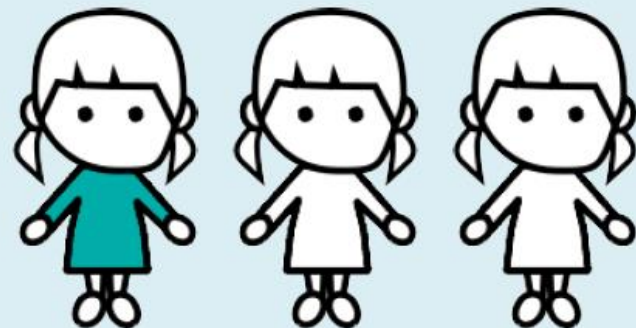
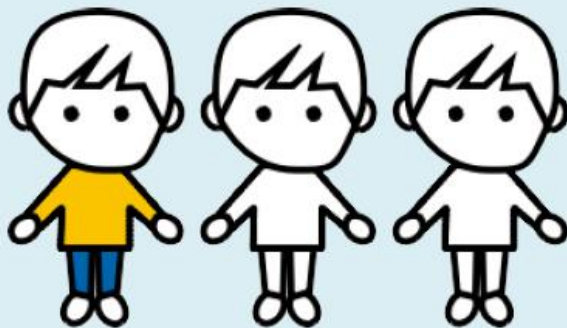
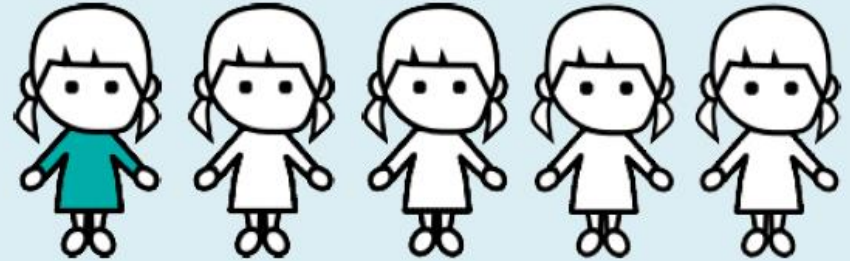
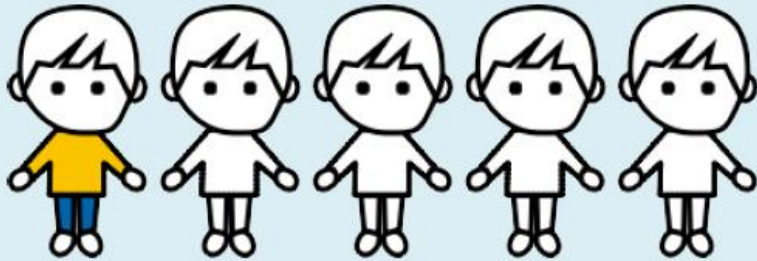
Warminster's population

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Childhood Obesity & Emotional Wellbeing

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NHS Health Check Programme

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Just 20 minutes of your time
even if you feel fit and well,
it's worth having your
NHS Health Check

Free NHS Health Check for 40-74 year olds
Helping you prevent heart disease, stroke, diabetes, kidney disease and dementia.

Eligible patients will receive an invitation from their GP on their 40, 45, 50, 55, 60, 65, 70 and 74 birthday. If you are outside the age range and concerned about your health you should contact your GP.

NHS HEALTH CHECK
Helping you prevent
diabetes
heart disease
kidney disease
stroke & dementia

NHS
Wiltshire Council
Where everybody matters

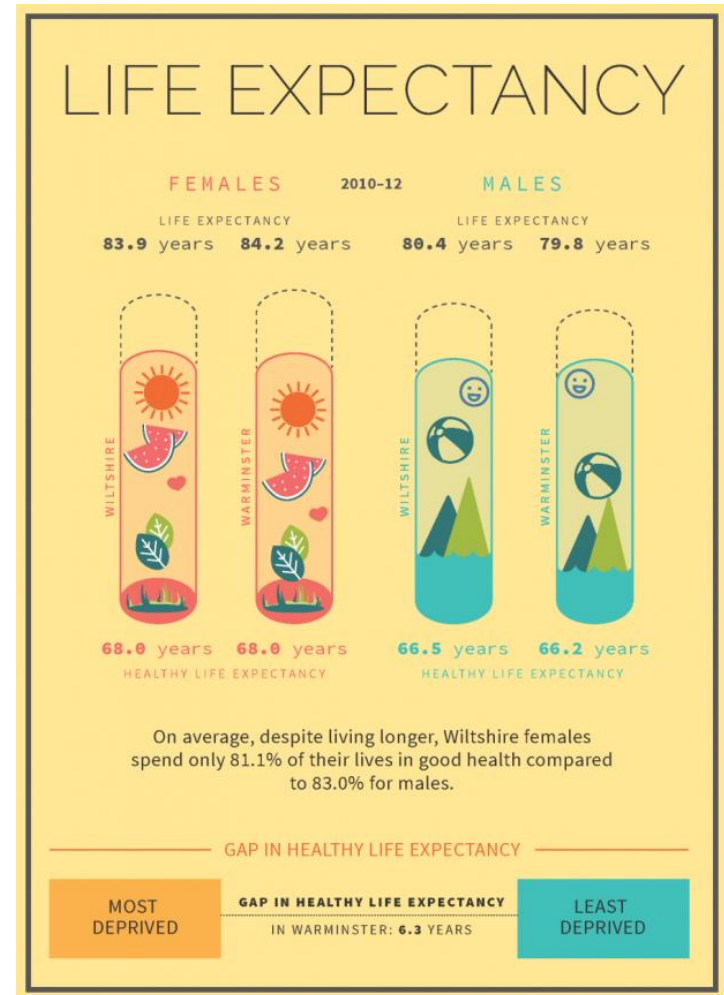
- A single, universal, integrated check for all aged 40 – 74 every 5 years
- Measures risk of cardiovascular disease
- Gives support to reduce risk / maintain low risk
- Offers a tailored package of health improvement advice, support and services

Warminster	Wiltshire
Offered: 1, 057	Offered: 29, 216
Received: 480	Received: 14, 008
Uptake: 45.4%	Uptake: 48%

Ageing Well

- Social isolation
- Falls & bone health
- Flu vaccinations

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Warminster Challenges (Older people)

- 5,447 people between the ages of 65 and 90+ , this is predicted to rise to 6,680 by 2026
- Warminster has the fifth largest population of over 85s in Wiltshire (760) average 10% of over 65s feel lonely ‘some or all of the time’, this would equate to 545 people in Warminster
- Area Board Older People’s event – loneliness, isolation, transport



Warminster Challenges (Older people)

- identify and engage with the hard to reach groups, the 'oldest old' and those with multiple long term health conditions
- befriending service has 12 people on the waiting list for the service in the Warminster area.

What does Social Care do?

- Helping vulnerable people live their lives comfortably and supporting independence
- Working to statutory requirements (Care Act 2014)
- Local Authority duty to assess and meet eligible needs
- Provision of services is dependent upon eligibility and a financial means test
- The majority of people who receive social care fund their own care and support

How do we do it?

Information, advice and signposting

www.yourcareyoursupportwiltshire.org.uk

Occupational Therapy

Aids and adaptations

Disabled facilities grants

Manual handling

Social Work

Facilitate resolution of complex social issues

Safeguarding of vulnerable adults

Assessment of needs and eligibility for long-term care

Following assessment

Care Homes – Only considered once all options to support someone at home have been exhausted. Places are purchased from independent residential or nursing homes

Care at Home –including personal care, equipment, tele-care, day services

Direct Payments – Some people prefer a direct payment to arrange their own care.

Social care services funded by the Council for people in Warminster

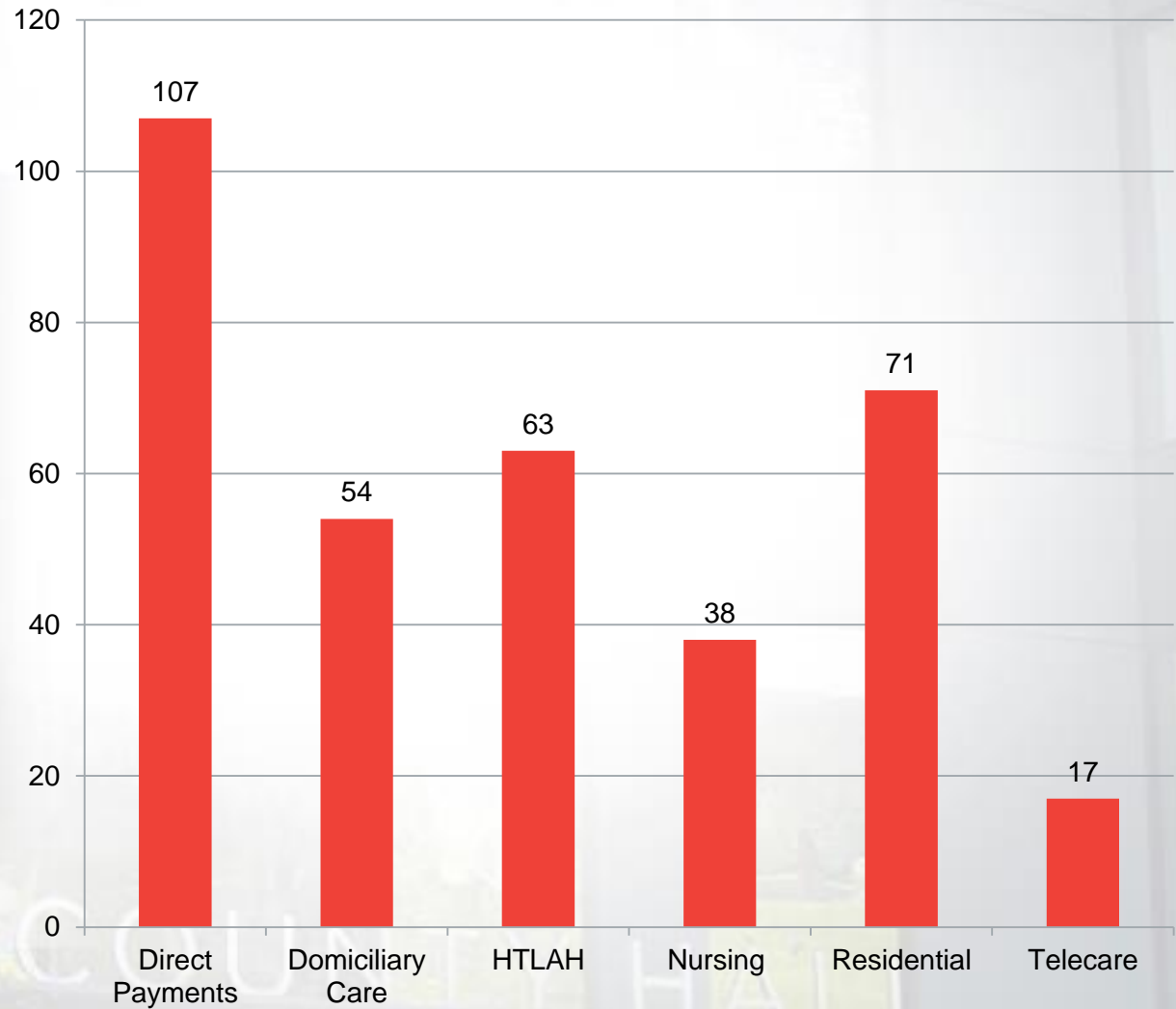
5447 Over 65s

6.8 million value of care and support commissioned on behalf of customers (excludes self funding market anything up to 50%)

373 people in receipt of funded care services

Less than 10% of over 65s in receipt of care commissioned by the Council

Services for people in Warminster



Unpaid carers

2,548 people in Warminster providing unpaid care

637 people aged 65 and over providing unpaid care

8.5% of the total population aged 65 and over providing unpaid care

150 carers registered with Carers support Wiltshire and 550 newsletter recipients



The Clinical Perspective

- Workforce
- Activity
- New Services
- Funding
- Access vs continuity
- Self care
- Treatment expectations
- Complexity and co-morbidities
- Prescribing and polypharmacy
- Diversity and deprivation

Healthwatch Wiltshire's purpose is....

- To promote the voice of the consumer in the development of health and social care strategies;
- To provide and promote effective signposting and information systems;
- To promote, monitor and inspect the quality of services commissioned to meet health and social care needs (enter and view)
- To tell the Wiltshire story.



Our priorities 2016-17



- Making sure local people are involved in health and care
 - Children and young people
 - People living with dementia and their carers
- Keeping an eye on the quality of health and care services
- Influencing health and care in Wiltshire - on behalf of local people
- Making sure that Wiltshire people have access to good quality information about health and care services





Health and Wellbeing Group: The Big Picture

- Vision
- Governance
- Finance
- Possible structure
- Support

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Report to	Warminster Area Board
Date of Meeting	30/06/2016
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below

Applicant	Amount requested
Applicant: Warminster Athenaeum Trust Project Title: Youth Club Premises Integration View full application	£5000.00
Applicant: Corsley Reading Room Project Title: Kitchen refurbishment Corsley Reading Rooms View full application	£1973.00
Applicant: Codford Village Hall Project Title: Codford Village Fete View full application	£1000.00
Applicant: Chapmanslade Village Hall and Memorial Ground Project Title: Chapmanslade Village Hall Kitchen - new Dishwasher View full application	£2304.00

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2015/2016 year is made to projects that can realistically proceed within a year of it being awarded.

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

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

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

Financial provision had been made to cover this expenditure.

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.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
1959	Warminster Athenaeum Trust	Youth Club Premises Integration	£5000.00
<p>Project Description: The Warminster Athenaeum Trust maintains the Warminster Athenaeum as a Centre for the Community. Since 2001 we have developed this centre to meet the needs of over 30 User Groups. We now have an opportunity to expand the Centre by incorporating the adjacent building. This currently houses a Youth Club and a disability support group Warminster Adults Valuing Everyone WAVE. Wiltshire Council has agreed to make a public asset transfer to the Athenaeum Trust so that the Trust can incorporate this building within the Warminster Athenaeum. This will enable us to offer additional spaces for new hirers.</p> <p>Input from Community Engagement Manager: NOTE RECOMMENDED CONDITION: The funds will only be transferred when the Community Asset Transfer is completed.</p> <p>The application meets the grants criteria and is for capital items of expenditure.</p>			

For information, previous grants awarded:

<u>Athenaeum Grants</u>	<u>Amount</u>	<u>Project</u>	
2009	£ 4,873.00	Disabled Access- 1st Floor link auditorium to bar.	
2011	£ 4,950.00	Steps & entrance improvements	
2012	£ 5,000.00	Toilet Block DDA compliance.	
2013-14	£ 5,000.00	Lighting Project	grant 164
2014-15	£ 5,000.00	Staging	grant 1004
TOTAL	£ 24,823.00		

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
1926	Corsley Reading Room	Kitchen refurbishment Corsley Reading Rooms	£1973.00

Project Description:

To improve kitchen facilities for all users by purchasing and installing dishwashing machine and water boiler with necessary update to electrical circuitry.

Input from Community Engagement Manager: The application meets the grants criteria and is for capital items of expenditure.

For information, previous grants awarded:

<u>Corsley Reading Room</u>	<u>Amount</u>	<u>Project</u>	
2013-14	£ 429.00	Hearing Loop	grant 450
2014-15	£ 1,000.00	Defibrillator	grant 1153
2014-15	£ 1,700.00	Build Wall	grant 731
2014-15	£ 383.88	Wi-Fi	grant 730
TOTAL	£ 3,512.88		

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested																
1946	Codford Village Hall	Codford Village Fete	£1000.00																
<p>Project Description: Local community village fete. Our annual fete has not happened over the past couple of years due to low funding we would really like to re-introduce this annual community event. Fundraising will be taking place on the day in the hope that it will help to fund all future annual fetes.</p> <p>Input from Community Engagement Manager: The application meets the grants criteria and is for capital items of expenditure.</p> <p>For information, previous grants awarded:</p> <table border="1"> <thead> <tr> <th colspan="4"><u>Codford Village Hall</u></th> </tr> </thead> <tbody> <tr> <td>2014-15</td> <td>£ 1,290.00</td> <td>Drains</td> <td>grant 1232</td> </tr> <tr> <td>2014-15</td> <td>£ 500.00</td> <td>Queens Garden Party</td> <td>grant 1738</td> </tr> <tr> <td>total</td> <td>£ 1,790.00</td> <td></td> <td></td> </tr> </tbody> </table>				<u>Codford Village Hall</u>				2014-15	£ 1,290.00	Drains	grant 1232	2014-15	£ 500.00	Queens Garden Party	grant 1738	total	£ 1,790.00		
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total	£ 1,790.00																		
<p>Proposal That the Area Board determines the application.</p>																			

Application ID	Applicant	Project Proposal	Requested
1974	Chapmanslade Village Hall and Memorial Ground	Chapmanslade Village Hall Kitchen - new Dishwasher	£2304.00
<p>Project Description: The project comprises the installation of an industrial type dishwasher for the hall kitchen. This has been considered for the past few years with advice taken from other local village halls to canvass their opinions recommendations based upon their own experiences. Chapmanslade hall has a relatively new kitchen with the facility to cater for up to about 100 servings and the hall committee routinely serves a 2 to 3 course meal as an integral part of arranged events such as race evening barn dance quiz nights. On completion of each meal the washing up is understandably an unenviable task for those willing volunteers and the availability of a dishwasher will very considerably unburden such voluntary action.</p> <p>Input from Community Engagement Manager: The application meets the grants criteria and is for capital items of expenditure.</p> <p>For information, previous grants awarded:</p>			

Chapmanslade Village Hall			
2013-14	£ 5,000.00	Flooring	grant 145
2015-16	£ 1,305.00	Lighting	grant 1851
	£ 6,305.00		
Proposal That the Area Board determines the application.			

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

Report Author:

Jacqui Abbott
Community Engagement Manager
01722 434344
Jacqui.Abbott@wiltshire.gov.uk

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Wiltshire Council Community Toilet Scheme Application Form

Is Funding being Requested

Yes/ No

Name	Warminster Town Council		
Business Name (if different to above)			
Address	Warminster Civic Centre Sambourne Road Warminster BA12 8LB		
Telephone Number	01985214847		
Number and type of toilets to be made available through the scheme	Male	Female	Disabled
	12	6	3 + 2 unisex
Are baby changing facilities available?	Yes		
Business opening hours	Monday	07.00am - 7.00pm	
	Tuesday	07.00am - 7.00pm	
	Wednesday	07.00am - 7.00pm	
	Thursday	07.00am - 7.00pm	
	Friday	07.00am - 7.00pm	
	Saturday	07.00am - 7.00pm	
	Sunday	07.00am - 7.00pm	

The basis of Wiltshire Council's Community Toilet Scheme will be as set out below:

- If funding is being requested, the first priority will be given to high user areas to ensure the maximum benefit of any funding is achieved.
- The Community Toilet Scheme is a partnership with local service providers. It enables local businesses like pubs, restaurants and shops, to work together with the Council to make more clean, safe and accessible toilets available to the public. The scheme will be run by the Council.
- Members of the public will be able to use toilet facilities during the premise's opening hours and without the need to make a purchase.

- Any participating premise must have adequate public liability insurance and the premise will be responsible for ensuring the safety of any users.
- Where funding is allocated the participating premises will display a sticker in their window showing they are a member of the scheme. Signage will be organised by Wiltshire Council officers prior to an official start date being established.
- Any interested provider can apply to the Council for inclusion in the scheme. The application will initially be considered based upon its location and existing local provision. If appropriate, the premises will then be assessed by a Council Officer and, where suitable, a financial offer made depending on how many, the standard and types of facilities available and opening hours.
- The maximum award will not exceed £500 pa. If a provider is successfully placed on the scheme payment will be made at the earliest opportunity. Funding is only available in the financial year 2016/ 17.
- If funding is given the agreement will be for a period of three years, but may be negotiable where this is considered inappropriate. Withdrawal from the scheme can be made at any time by giving three months written notice.

I confirm that I/my business wishes to be considered for participation in the Wiltshire Council Community Toilet Scheme.

Signature Heather Abernethy Date 1st June 2016

Please return this form to:

Your local Wiltshire Council Community Area Board
Please see the council's Website for details.

Tel. 0300 4560105

WILTSHIRE COUNCIL TOILET SCHEME (“the Scheme”)

An Agreement between Wiltshire Council (“the Council”) and

Warminster Town Council of Warminster Civic Centre, Sambourne Road,
Warminster BA12 8LB (“the Participating Organisation”)

Date 1st June 2016

Terms and Conditions

1. The Participating Organisation agrees to become a participant in the Scheme subject to the terms and conditions of this agreement.
2. The Participating Organisation agrees to participate in the Scheme indefinitely, but at any time prior to the Scheme End Date either the Council or the Participating Organisation may terminate this agreement (and the Participating Organisation’s participation in the Scheme) by giving to the other no less than 1 month’s written notice.
3. In consideration of the Participating Organisation’s entry into this agreement, the Council will, at no cost to the Participating Organisation, include the name of the Participating Organisation (and where appropriate the address of the Premises) in Scheme promotional material produced by it. Such promotions such include some or all of the following: Scheme posters, leaflets and business cards; promotions in “Your Wiltshire” publication and on the Council’s website (including a hyper-link to the Participating Organisation’s website where appropriate). The Council will provide the Participating Organisation with at least one Scheme sign, which the Participating Organisation agrees to display in a prominent position at the Premises throughout the period of its participation in the Scheme.
4. While it is a participant in the Scheme, the Participating Organisation shall allow members of the public (Wiltshire residents and visitors) access to the toilet facilities located at its address as given above (“the Premises”) during its normal opening hours. No charge will be levied on members of the public for use of the toilet facilities.
5. The Participating Organisation shall maintain its toilet facilities in a clean and hygienic condition at all times, shall ensure that the toilet facilities are provided with an adequate supply of all necessary ancillary products/services (including soap, bins, hand washing and drying facilities, etc), shall comply with all relevant health and safety and other legislation or regulations pertaining to use of the Premises and its toilet facilities, and shall ensure that in all other ways the toilet facilities are safe and satisfactory for use by the general public.
6. While the Participating Organisation agrees that its toilet facilities will be available for use by all members of the public, it reserves the right, in exceptional circumstances, to refuse a member of the public admission to the Premises and/or its toilet facilities in the event that it reasonably believes that it is in its own or in the public’s interest to do so.

7. The Participating Organisation agrees that it is solely responsible for all matters concerning the safety or well being of members of the public who visit the Premises to make use of the toilet facilities under the Scheme, and shall ensure that under no circumstances shall the Council be responsible for any damages, costs or expense that might arise as a result of any claim being made by any member of the public using or attempting to use the toilet facilities at the Premises.
8. Participation in the Scheme is personal to the Participating Organisation, whose rights under this agreement may not be assigned or otherwise transferred to any other person/organisation.
9. On the termination of the Participating Organisation's participation in the Scheme (howsoever caused) the Participating Organisation will immediately cease to display any Scheme signage, and will make no further claim or representation that it is a participant in the Scheme. Following such termination, the Council will remove the name of the Participating Organisation from any list of Scheme participants produced by it.
10. The Council does not warrant that the Scheme will continue up to or after the Scheme End Date. Neither does it warrant that any or any specified number of organisations are or will be participants in the Scheme at any time.

On behalf of the Participating Organisation, I agree to the Terms and Conditions of the Scheme as set out above.

Signed..... *Heather Abernethie*

For and on behalf of the Participating Organisation

Name Heather Abernethie

Position Town Clerk

Signed... *Heather Abernethie*

For and on behalf of the Council

Name Heather Abernethie

Position Town Clerk