

## AGENDA

**Meeting:** WARMINSTER AREA BOARD  
**Place:** Maiden Bradley Village Hall, High Street, Maiden Bradley  
**Date:** Thursday 5 September 2013  
**Time:** 7.00 pm

---

Including the Parishes of Bishopstrow, Boyton, Chapmanslade, Chitterne, Codford, Corsley, Heytesbury, 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.

**Refreshments and networking opportunities will be available from 6:30pm.**

---

Please direct any enquiries on this Agenda to Stuart Figini (Democratic Services Officer) 01225 718376 or email: [stuart.figini@wiltshire.gov.uk](mailto:stuart.figini@wiltshire.gov.uk), direct line 01225 718376 or email [stuart.figini@wiltshire.gov.uk](mailto:stuart.figini@wiltshire.gov.uk) or Jacqui Abbott (Warminster Community Area Manager), on 07771 844 530 or email [jacqui.abbott@wiltshire.gov.uk](mailto:jacqui.abbott@wiltshire.gov.uk)

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

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

---

### Wiltshire Councillors

Andrew Davis (Vice-Chairman)

Fleur de Rhé-Philippe

Keith Humphries

Christopher Newbury (Chairman)

Pip Ridout

Warminster East

Warminster Without

Warminster Broadway

Warminster Copheap and Wylve

Warminster West

## Items to be considered

## Time

Please note these timings are approximate only

### The following stands will be available for browsing from 6.30pm

There will be an information stand from the Police and Crime Commissioner for Wiltshire and Swindon

1. **Chairman's Welcome and Introductions**

7.00pm

The Chairman will welcome those present to the meeting.

2. **Apologies for Absence**

3. **Minutes** (*Pages 1 - 10*)

To approve and sign as a correct record the minutes of the meeting held on 4 July 2013 (*copy attached*).

4. **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

5. **Chairman's Announcements**

7.10pm

The Chairman will introduce the Announcements included in the agenda and invite any questions.

5.a **Wiltshire Core Strategy - Consultation on Schedule of Proposed Modifications (including SA and HRA updates); two ministerial statements relating to wind farm development; and national planning practice guidance for renewable energy** (*Pages 11 - 12*)

This Chairman's announcement provides information about the Wiltshire Core Strategy, which provides the planning policy framework for Wiltshire. The Core Strategy recently underwent discussion at a public examination conducted by an independent Planning Inspector.

Following the examination hearing sessions the council has published a schedule of Proposed Modifications (August 2013) containing 'main' and 'minor' changes to the Core Strategy to give all interested parties the opportunity to

comment before the Inspector completes his report.

The consultation will take place for a six week period from **Tuesday 27 August to Wednesday 9 October 2013 inclusive.**

Further information can be found in the attached document.

5.b **Current Consultations** (*Pages 13 - 14*)

Have your say on how your council works by viewing the current consultations. The information in the document included in the agenda is available on the Wiltshire Council website under: Council and Democracy / Consultations.

6. **Updates from Partners** (*Pages 15 - 28*)

7.15pm

To receive updates from any of the following partners:

- Wiltshire Police
- Police and Crime Commissioner – Commissioner Update
- Wiltshire Fire and Rescue Service
- NHS Wiltshire
- Warminster and Villages Community Partnership
- Town and Parish Councils Nominated Representatives

Some written updates have been received and are included in this agenda.

The Area Board will receive an update from the Warminster Community Area Youth Advisory Group

7. **Local Authority Responsibility for Public Health** (*Pages 29 - 36*)

7.25pm

The Area Board will receive a presentation from Amy Bird – Consultant in Public Health who will speak about raising awareness of what public health is and does. The presentation will take the form of a DVD which is also available at the following link <http://www.youtube.com/watch?v=0o-Akoi8QKY>

A copy of factsheet explaining the new public health role of local authorities is attached.

There will be an opportunity to ask question following the presentation.

- |     |  |        |
|-----|--|--------|
| 8.  | <p><b>Community Area Joint Strategic Assessments</b> (<i>Pages 37 - 38</i>)</p> <p>The Area Board will receive a presentation from Amy Bird – Consultant in Public Health who will provide an update on community area Joint Strategic Assessments.</p> <p>Further information, in the form of a Chairman’s announcement is attached and there will be an opportunity to ask question following the presentation.</p>  | 7.35pm |
| 9.  | <p><b>Your Local Issues</b> (<i>Pages 39 - 42</i>)</p> <p>An update from the Community Area Manager and leaders of the groups working on existing issues.</p> <p>If you would like to raise an issue please contact the Warminster Community Area Manager, Jacqui Abbott on 07771 844 530 or <a href="mailto:jacqui.abbott@wiltshire.gov.uk">jacqui.abbott@wiltshire.gov.uk</a> or report the issue on the Wiltshire Council Website by using this <a href="#">link</a>.</p> <p>The Chairman will invite those attending to raise any urgent items of public concerns and will also invite any questions from the floor.</p> | 7.45pm |
| 10. | <p><b>Shadow Campus Operation Board</b> (<i>Pages 43 - 50</i>)</p> <p>The Area Board will receive an update report from Rachel Goff – Campus Delivery Manager, Campus Delivery &amp; Operational Models about the latest position for setting up a Shadow Campus Operations Board for Warminster.</p> <p>The following background papers are also attached:</p> <ul style="list-style-type: none"><li>• Terms of Reference</li><li>• Report to the Area Board on 4 July 2013 – explaining the background and setting the context to the campus programme and the shadow Campus Operation Board</li></ul>                     | 7.55pm |
| 11. | <p><b>Area Board Funding - Community Area Grants</b> (<i>Pages 51 - 58</i>)</p> <p>To consider any applications for funding from the Community Area Grants Scheme.</p> <p>A decision was made in 2010/11 that paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce the volume of paper used. However the full applications are circulated to all members of the Area Board, published on the Wiltshire Council website and hard copies are available on request.</p>  | 8.05pm |

12. **Your Area Board - Your Ideas, Your Reactions, Your Suggestions**

8:20pm

The board will consider the existing Forward Work Plan for the Warminster Area Board at which point the Chairman will invite those present to suggest topics to be considered at future meetings.

If you cannot attend the meeting and would like to suggest topics please contact the Democratic Services Officer whose details are available on the front page of this agenda.

13. **Future Meeting Dates**

The next meetings of the Warminster Area Board will be on:

- 7 November 2013 – Warminster Civic Centre
- 9 January 2014 – Warminster Civic Centre
- 6 March 2014 – Warminster Civic Centre

14. **Evaluation and Close**

This page is intentionally left blank

# MINUTES

**Meeting:** WARMINSTER AREA BOARD  
**Place:** Chitterne Village Hall, Chitterne  
**Date:** 4 July 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 8.25 pm

---

Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer) 01225 718376 or email:  
kevin.Fielding@wiltshire.gov.uk.

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

---

## **In Attendance:**

### **Wiltshire Councillors**

Cllr Pip Ridout, Cllr Andrew Davis, Cllr Keith Humphries, Cllr Christopher Newbury and  
Cllr Fleur de Rhé-Philippe

### **Wiltshire Council Officers**

Jacqui Abbott, Warminster Community Area Manager  
Barry Pirie, Service Director for Human Resources and Organisational Development  
shirley Yeo, Communications, Wiltshire Council  
Lucy Murray-Brown, Head of Campus Delivery & Operational Models  
Adrian Hampton, Head of Local Highways & Streetscene South

### **Town and Parish Councillors**

Warminster Town Council  
Bishopstrow Parish Council  
Chitterne Parish Council  
Codford Parish Council  
Longbridge Deverill and Crockerton Parish Council  
Maiden Bradley with Yarnfield Parish Council

### **Partners**

Wiltshire Police  
Wiltshire Fire and Rescue Service  
Office of the Police & Crime Commissioner  
Community Area Partnership

**Total in attendance: 34**

---



<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 introduced the Area Board members and Wiltshire Council officers.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Jill Willmott – Chapmanslade Parish Council, Heather Abernethie – Warminster Town Clerk, Len Turner – Warminster Chamber of Commerce and Sandra Samuel - Youth Development Co-ordinator.</p>
3.	<p><u>Minutes</u></p> <p><b>Decision</b></p> <p><b>The minutes of the meetings held on 7 March 1013 and 5 June 2013 were agreed as correct records and signed by the Chairman.</b></p>
4.	<p><u>Declarations of Interest</u></p> <p>Agenda Item No.14, Warminster Villages Community Partnership funding – Cllr Pip Ridout, who is the treasurer of Warminster Villages Community Partnership. Would speak on the item, but would not take part in the vote.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements which were covered in the agenda pack:</p> <p><b>Safeguarding Thresholds</b> This Chairman's announcement provides information about a review of guidance on safeguarding thresholds which has been undertaken jointly by the Wiltshire Safeguarding Children Board and the Wiltshire Children and Young People's Trust. This has resulted in the introduction of a revised safeguarding document and toolkit.</p> <p><b>Wiltshire Fire and Rescue Service - Draft Public Safety Plan 2013-16 'Have Your Say'</b> This Chairman's announcement provides information about the new draft Public Safety Plan 2013-16 (Integrated Risk Management Plan) which is available to view on the Wiltshire Fire and Rescue Service website. The plan shows what the service has been doing and how it intends to build on that for the future.</p> <p><b>Changes to bus service 24 (Salisbury - Warminster)</b></p>

	<p>With effect from 29 July 2013, First bus company will be starting a new Salisbury – Warminster – Bath service which will replace the 24. The new service will be operated by First on a commercial basis, with no financial support from the Council.</p> <p>The parishes that would be affected were;</p> <p>Warminster Area Board – Warminster, Bishopstrow, Norton Bavant, Heytesbury, Knook, Upton Lovell, Codford, Boyton, Sherrington, Stockton</p> <p>South West Wilts – South Newton and Wilton</p>
5.a	<p><u>Current Consultations</u></p> <p>The report contained in the agenda pack was noted.</p>
6.	<p><u>Local Highways and Streetscene Service</u></p> <p>Adrian Hampton – Head of Local Highways &amp; Streetscene South, introduced Tracy Myers as the new Community Co-ordinator, with responsibility for the Warminster community area. Tracy’s role would be to act as a focus for information, consultation and problem solving regarding the delivery of local highways and street scene services. The team will monitor the services provided by the Council’s new contractor, Balfour Beatty Living Places.</p> <p>Questions raised included:</p> <ul style="list-style-type: none"> <li>• Who should members contact in the first instance? <ul style="list-style-type: none"> <li>a. Members can go straight to Tracy Myers with any queries.</li> </ul> </li> <li>• Are you working with the local Housing Societies? <ul style="list-style-type: none"> <li>a. Very much a work in progress, Tracy would be looking into this.</li> </ul> </li> </ul> <p>The Chairman thanked Adrian Hampton and Tracy Myers for attending the meeting.</p>
7.	<p><u>Shadow Campus Operations Board</u></p> <p>A presentation was given by Lucy Murray-Brown, Head of Campus Delivery &amp; Operational Models which outlined the process for setting up a Shadow Campus Operations Board for Warminster, a report was included as part of the agenda pack.</p> <p>Background</p> <ul style="list-style-type: none"> <li>• A campus is a building, or buildings, in a community area that will provide</li> </ul>

the services the local community needs in an accessible location.

- Local community involvement critical to the success.
- Reduces the long term financial, environmental and operational pressures on operating aging, low quality buildings.
- Potential to co-locate with partner and voluntary organisations.
- Encourages the council to explore wide ranging innovative management and operational arrangements.
- Core criteria to all campus buildings include shared reception, community space, accessible IT provision, personal care facilities and catering facilities.

Developing a Campus proposal for Warminster

Indicative sequence of events

- Initial Area Board meeting – July 2013.
- Audit and research work – autumn/winter 2013.
- Community consultation phase one – winter/spring 2013/14.
- Community consultation phase two – summer/autumn 2014.
- Area Board consideration – autumn/winter 2014.
- Council consideration – winter 2014/15.

Questions and points made included:

- That the Campus is not just about Warminster, but the whole Warminster community area.
- Would the Neighbourhood Policing team be fully included in the consultation process?
  - a. Yes, the NPT would be fully involved in the process.
- Will the rural areas be included in the consultation process?
  - a. Yes, the SCOB would be looking at the rural needs, the Parishes would be invited to engage with the SCOB on this.

	<p><b>Decision</b></p> <p><b>That the Warminster Area Board resolved to establish a Shadow Campus Operations Board.</b></p> <p><b>Expressions of interest are invited from the representatives of:</b></p> <ul style="list-style-type: none"> <li>• <b>Town &amp; Parish Councils.</b></li> <li>• <b>Education &amp; Young people.</b></li> <li>• <b>User &amp; community groups.</b></li> <li>• <b>The wider community.</b></li> </ul> <p><b>And the deadline for receipt by Wiltshire Council will be 27 August 2013.</b></p> <p><b>That Cllr Keith Humphries is appointed as the elected Wiltshire Councillor representing the Area Board on the Shadow Campus Operations Board.</b></p> <p>The Chairman thanked Lucy Murray-Brown for attending the meeting.</p>
8.	<p><u>Your Local Issues</u></p> <p>i.The report included in the agenda pack was noted.</p> <p>ii.Corton playing Fields – older children gathering around the play area. It was agreed that the local Neighbourhood Policing team would look into this issue.</p>
9.	<p><u>Community Asset Transfer - Allotments at the Tynings, Warminster</u></p> <p>The Area Board was asked to consider an application submitted by Warminster Town Council for the transfer of the allotments at TheTynings, Warminster to Warminster Town Council.</p> <p>A report was included as part of the agenda pack.</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Warminster Area Board approved the transfer subject to the matters referred to in paragraph 9 of the report, (agenda item 9).</b></li> </ul>
10.	<p><u>Community Area Transport Group</u></p> <p>i.The report included as part of the agenda pack was noted.</p> <p>The following CAT-G funding was agreed:</p>

	<p><b>Decision</b></p> <p><b>That the Warminster Area Board agreed the funding of the following projects for CAT-G expenditure:</b></p> <ul style="list-style-type: none"> <li>• <b>Bishopstrow Flexi Bollards - £879.</b></li> <li>• <b>Beech Grove Traffic Management - £5,000.</b></li> </ul> <p>ii.Cllr Pip Ridout raised the issue of traffic from West Street into the town by the Obelisk. Traffic was jumping the queue by taking a right turn, Cllr Ridout requested that a no right turn sign was erected to stop this.</p> <p>It was agreed that Warminster Town Council raises this issue with the CAT-G.</p>
11.	<p><u>Updates from Partners</u></p> <p>The following written updates that had been received before the meeting and were included in the agenda were noted:</p> <p>Wiltshire Police Insp Alan Webb advised that the following issues would be followed up by the Neighbourhood Policing Teams:</p> <ul style="list-style-type: none"> <li>• Older Children gathering in the Corton playing field play area.</li> <li>• Right turn issues on West Street.</li> <li>• Youths riding motor bikes in the Town Park during the early hours.</li> <li>• Fishermen parking dangerously on the Shearwater road.</li> <li>• Misuse of the Black Dog Hill layby.</li> </ul> <p>Wiltshire Fire &amp; Rescue Service</p> <p>NHS Wiltshire</p> <p>Warminster Town Council</p> <p>Horningsham Parish Council</p> <p>Maiden Bradley with Yarnfield Parish Council</p> <p>Upper Deverills Parish Council Longbridge Deverill and Crockerton Parish Council</p> <p>The Chairman thanked all the partners for their updates.</p>
12.	<p><u>Community Area Grants - New System 2013/14 - Update</u></p>

	<p>Jacqui Abbott – Community Area Manager outlined a report which sought to update and provide clarity to the 2013/14 Area Board funding process.</p> <p><b>The report was noted.</b></p>
13.	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The area board considered the following applications seeking 2011/12 Community Area Grant funding:</p> <p>Wylve Valley 1914 Project – awarded £3000 towards the Wylve Valley 1914 Project for an interpretative map.  <i>Reason</i>  <i>This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.</i></p> <p>Corsley Memorial Playing Field – awarded £500 for the Corsley Memorial Playing Field Barbeque.  <i>Reason</i>  <i>This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.</i></p> <p>Maiden Bradley Village Hall Project – awarded £2,900 request for a new Central Heating system.  <i>Reason</i>  <i>The application meets grants criteria 2013/14 and has been classified as a capital project.</i></p> <p>Dick Collins – Corsley Reading Rooms gave a brief update and thanked the Area Board for the new chairs which been purchased after successfully applying for grant funding from the Area Board.</p>
14.	<p><u>Warminster Villages Community Partnership - Funding Request</u></p> <p>The Warminster Area Board members considered a report from the Warminster Villages Community Partnership requesting the Board’s approval to core funding covering the financial year 2013/14.</p> <p><i>Note:</i>  <i>Cllr Pip Ridout did not take part in the vote as she had declared an interest as the treasurer of the Warminster Villages Community Partnership.</i></p> <p><b>Decision</b></p>

	<ul style="list-style-type: none"> <li>• That the Warminster Area Board approved the core funding request for £10,334 with an agreement to release the 1<sup>st</sup> tranche of £5,167 immediately.</li> <li>• That the Warminster Area Board agreed to consider what amount of funding to give, when the 2<sup>nd</sup> tranche of funding is considered at the November Area Board meeting with the condition that the final Warminster and Villages Community Area Plan is published in October 2013 at the latest and</li> <li>• Two further theme groups of the partnership had been established as detailed in the workplan by October 2013.</li> </ul>
15.	<p><u>Your Area Board - Your Ideas, Your Reactions, Your Suggestions</u></p> <p>There were none.</p>
16.	<p><u>Future Meeting Dates</u></p> <ul style="list-style-type: none"> <li>• 5 September 2013 – Maiden Bradley Village Hall.</li> <li>• 7 November 2013 – Warminster Civic Centre.</li> <li>• 9 January 2014 – Warminster Civic Centre.</li> <li>• 6 March 2014 – Warminster Civic Centre.</li> </ul>
17.	<p><u>Evaluation and Close</u></p> <p>The next meeting of the Warminster Area Board will be held on 5 September 2013 at Maiden Bradley Village Hall.</p>

This page is intentionally left blank



# Agenda Item 5.a

## Chairman's Announcements

<b>Subject:</b>	<b><u>Wiltshire Core Strategy – Consultation on Schedule of Proposed Modifications (including SA and HRA updates); two ministerial statements relating to wind farm development; and national planning practice guidance for renewable energy</u></b>
<b>Officer Contact Details:</b>	Spatial Planning team on 01225 713429 or email: <a href="mailto:spatialplanningpolicy@wiltshire.gov.uk">spatialplanningpolicy@wiltshire.gov.uk</a>
<b>Further details available:</b>	Spatial Planning team on 01225 713429 or email: <a href="mailto:spatialplanningpolicy@wiltshire.gov.uk">spatialplanningpolicy@wiltshire.gov.uk</a>

The Wiltshire Core Strategy, which provides the planning policy framework for Wiltshire, recently underwent discussion at a public examination conducted by an independent Planning Inspector.

Following the examination hearing sessions the council has published a Schedule of Proposed Modifications (August 2013) containing 'main' and 'minor' changes to the Core Strategy to give all interested parties the opportunity to comment before the Inspector completes his report.

The consultation will take place for a six week period from **Tuesday 27 August to Wednesday 9 October 2013 inclusive**.

The council has produced an update to the Sustainability Appraisal (SA) and Habitats Regulation Assessment (HRA) based on the Schedule of Proposed Modifications. Comments can also be made on these updates.

The Inspector has also requested that the council invites comments on the implications that the two recent ministerial statements relating to wind farm development, and the recently published national planning practice guidance for renewable energy may have on the Wiltshire Core Strategy.

Details of where you can view the Core Strategy, Schedule of Proposed Modifications and associated documents (including the SA update, HRA update, ministerial statements and planning practice guidance document) will be available on the Wiltshire Council website from 27 August 2013: [Core Strategy](#)

Alternatively, copies of the documents will be available to view at the main council offices (see below) and at all libraries across Wiltshire during normal opening hours:

<b>Wiltshire Council</b> County Hall Trowbridge BA14 8JD	<b>Wiltshire Council</b> 27/29 Milford Street Salisbury SP1 2AP
<b>Wiltshire Council</b> Monkton Park Chippenham SN15 1ER	<b>Wiltshire Council</b> 3-5 Snuff Street Devizes SN10 1FG

This page is intentionally left blank

## Current consultations

Have your say on how your council works by viewing our current consultations.

Consultation	Closing Date	More information
<a href="#">Property owners and business improvement districts</a>	17 September 2013	<p>On the 23 July 2013, the Government published a consultation paper on property owners in business improvement districts. This consultation considers how the role of property owners, who are not ratepayers, can be formalised in Business Improvement Districts. The Government appreciates the potential benefits of allowing for property owner business improvement districts and is therefore minded to provide for such schemes, pending responses to this consultation – which seeks views on a framework for allowing such schemes.</p> <p>Email: <a href="mailto:ndr@communities.gov.uk">ndr@communities.gov.uk</a></p>
<a href="#">Wiltshire Policy on 20mph speed limits zones</a>	21 September 2013	<p>Wiltshire Council is seeking views on its draft policy for 20mph speed restrictions. The draft policy covers both 20mph zones and 20mph speed limits and sets out the criteria to be used to identify and assess the locations where 20mph restrictions can be introduced. The policy also sets out the mechanism to be used for delivery and funding of such restrictions. Comments can be submitted via e mail at <a href="mailto:Integrated.Transport@wiltshire.gov.uk">Integrated.Transport@wiltshire.gov.uk</a></p>
<a href="#">Alcoazard parents project survey 2013</a>	29 September 2013	<p>The Alcoazard Project is a local collaboration between Public Health, Wiltshire Council and Wiltshire College to create a series of health messages to young people and their parents about the risks of alcohol use. The aim of the project is to send out health related messages about the hazards of drinking alcohol and to help improve communication between parents/carers and their children/young people. This survey asks parents/carers who drink alcohol for their views on their alcohol consumption and the effect on their children/young people.</p>
<a href="#">Sun awareness Sunbed awareness survey</a>	30 September 2013	<p>Lauraine Jones on <a href="mailto:lauraine.jones@wiltshire.gov.uk">lauraine.jones@wiltshire.gov.uk</a> or tel: 01225 718845</p> <p>Wiltshire Council is running a campaign on Sun Awareness in Wiltshire and would like to gain an idea of your awareness of sun safety at home, out and about and abroad. A responder will be chosen at random to win a fun sun prize.</p>
<a href="#">Carers voice</a>	30	<p>Email: <a href="mailto:research@wiltshire.gov.uk">research@wiltshire.gov.uk</a></p> <p>The theme of this edition of the Carers' Voice survey is</p>

Consultation	Closing Date	More information
<a href="#">summer 2013</a>	September 2013	<p>“Time for yourself” and is mainly addressing respite and breaks. We would like to invite carers to complete the <a href="#">Carers' Voice summer 2013</a> survey online.</p> <p>Those without computer access can request a paper copy from Carer Support Wiltshire who will then enter the survey on your behalf.</p> <p>All carers registered with Carer Support Wiltshire will automatically be asked whether they would like to participate, but if you are a carer who is not registered with Carer Support Wiltshire, please do make contact on 0800 181 4118, or email: <a href="mailto:admin@carersinwiltshire.co.uk">admin@carersinwiltshire.co.uk</a> or via the Carers in Wiltshire website: <a href="http://www.carersinwiltshire.co.uk">www.carersinwiltshire.co.uk</a>.</p> <p><a href="#">Carers' Voice survey press release</a></p>
<a href="#">Review of bus services north west Wiltshire</a>	7 October 2013	<p>Wiltshire Council is reviewing many of the bus services that it funds in the north and west of the county, and is proposing changes that it is intended will be introduced in April 2014.</p> <p>Wiltshire Council is working with parish councils to identify the housing needs of local people and would be grateful for your help.</p>
<a href="#">Housing needs survey</a>	Open	<p>Households in parishes are being asked to take part in a survey that will give up-to-date information about local housing circumstances and aspirations.</p> <p>Email: <a href="mailto:housing.strategy@wiltshire.gov.uk">housing.strategy@wiltshire.gov.uk</a></p> <p>Telephone: 01249 706614</p> <p>Wiltshire Council actively seeks the views of its residents in the decision making process for Traffic Regulation Orders within the county.</p>
<a href="#">Consultations on Traffic Regulation Orders</a>	Open	<p>As part of this process, Wiltshire Council undertakes consultation on its proposals for Traffic Regulation Orders in the county with the publication of the proposals for response.</p>

## Crime and Community Safety Briefing Paper Warminster Community Area Board 5<sup>th</sup> September 2013



### 1. Neighbourhood Policing

Ps Debra ASHLEY

Town Team:

Pc Sam Withey  
PCSO Lorraine Rice  
PCSO Jason Greenland

Rural Team:

Pc Vicky Howick  
PCSO Caroline Wright (seconded to Westbury)  
PCSO Liz Harmsworth

### 2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

□ Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

### 3. Performance and Other Local Issues

We have seen an improvement in most areas compared to the May report with good reductions in most areas with commensurate, if not slightly better, detection rates.

The crimes of violence remain a mixture of public and private space violence. There has been a smaller increase compared with the previous report and it remains difficult to identify any specific trend.

### 4. Public Opinion Survey Warminster Sector

The Office of the Police and Crime Commissioner has requested that I bring the Public Opinion Survey results for Warminster Sector to this meeting.

**CRIME & DETECTIONS (July 2012 – July 2013 compared to previous year)**

Detections remain broadly similar to last period

ER Warminster NPT	Crime				Detections*	
	12 Months to July 2012	12 Months to July 2013	Volume Change	% Change	12 Months to July 2012	12 Months to July 2013
Victim Based Crime	983	956	-27	● -2.7%	21%	23%
Domestic Burglary	33	27	-6	● -18.2%	0%	7%
Non Domestic Burglary	104	90	-14	● -13.5%	6%	8%
Vehicle Crime	121	92	-29	● -24.0%	9%	16%
Criminal Damage & Arson	222	192	-30	● -13.5%	20%	19%
Violence Against The Person	211	227	+16	● +7.6%	40%	44%
ASB Incidents (YTD)	273	236	-37	● -13.6%		
<p>Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for Victim Based Crime and significantly better than peers for Domestic Burglary in the previous 12 month period (April 2012 - March 2013).</p> <p>* Detections include both Sanction Detections and Local Resolutions</p>						

Alan Webb

Warminster Sector Inspector

5<sup>th</sup> September 2013

# Office of the Police and Crime Commissioner for Wiltshire and Swindon

## Public opinion survey – Warminster – Warminster Section

The Office of the Police and Crime Commissioner (OPCC) commissioned M.E.L. Research to consult local residents. During 2012/13 4408 Wiltshire residents completed the survey. A minimum of 384 people took part in each of the eleven policing sectors\* ensuring that the results for each sector were significant\*\*

The aims of this survey are:

- To measure public perception of Wiltshire Police and how communities are policed
- To consult the public and enable the OPCC and Wiltshire Police to prepare policing plans
- To enhance the OPCC and Wiltshire Police's understanding of how policing influences people's sense of security and wellbeing

If you have any queries please contact the OPCC

### Public perceptions linked to the Police and Crime Commissioner Priorities

	Warminster Section	Warminster Sector	Wiltshire Police Force Area
Feel safe when outside in their local area after dark	70.9%	72.3%	63.9%
Feel safe when outside in their local area during the day	97.2%	97.4%	93.4%
Satisfaction with the level of police visibility in their neighbourhood	59.3%	57.7%	59.1%
<b>Number Surveyed</b>	247	389	4408
<b>Population</b>	26110	56820	684028

Key:

	significantly better than Wiltshire average*
	in line with Wiltshire average*
	significantly worse than Wiltshire average*

### What types of crime and anti social behaviour (ASB) cause a problem in your area?

Issues in the local area	There are no crime and ASB issues in my local area	Teenagers hanging around	People being drunk or rowdy in public places	Graffiti & vandalism to private property	Graffiti & vandalism to public property	Domestic burglary
Warminster Section	61%	11%	11%	7%	7%	6%
Warminster Sector	58%	13%	11%	5%	5%	9%
Wiltshire Police Force Area	54%	16%	10%	8%	8%	8%

**What are the concerns in your area?**

Concerns in local area	Warminster Section	Warminster Sector	Wiltshire Police Force
Lack of facilities for young people	61%	63%	56%
Unemployment	36%	39%	37%
Drug misuse	30%	28%	30%
Anti-social behaviour	29%	29%	34%
Lack of local amenities	29%	32%	25%
Crime	26%	26%	29%
Standard of health services	20%	21%	16%
Standard of public transport	20%	27%	20%
Poverty	16%	15%	14%
Standard of education services	11%	11%	12%

**What should the priorities be in your area?**

Priorities	Warminster Section	Warminster Sector	Wiltshire Police Force
More police out and about	28%	28%	29%
None - not a problem in my area	23%	23%	24%
None - police do as much as they can	18%	14%	16%

**Perceptions of Crime and ASB**

Perceptions of Crime and ASB being a problem in the Warminster Sector are below the average for the Wiltshire Police area.

- The average perceived level of crime on a scale of 1 – 10 (with 1 being 'none' and 10 being 'a lot') is 3.39 for Wiltshire Police as a whole. For the Warminster Sector the average score is improved at 3.17, this improves further for respondents in the Warminster Section where the average score is 3.15
- The average perceived level of ASB on a scale of 1 – 10 (with 1 being 'none' and 10 being 'a lot') is 3.34 for Wiltshire Police as a whole. For the Warminster Sector the average score is improved at 2.99, this is in line with the responses for the Warminster Section where the average score is 3.07

The perceived levels of crime and ASB are an accurate reflection of the actual crime and ASB levels which are also below the Wiltshire average.

- There were 35 crimes per 1000 population in the Warminster sector in 2012/13, this compares to a Wiltshire average of 46 crimes per 1000 population.
- There were 29 reported ASB incidents per 1000 population in the Warminster sector in 2012/13, in comparison to a Wiltshire average of 37 incidents.

\* Wiltshire Police is divided geographically into 11 local policing sectors. These sectors are then further divided into sections - these usually consist of a large town and the neighbouring villages or community areas.

\*\*Statistical significance; If the survey was completed using an alternative set of respondents there is a 95% chance that the result would fall within  $\pm 1.5\%$  of the current result at force level. At sector level there is a 95% chance that the result would fall within  $\pm 5\%$  of the current result.

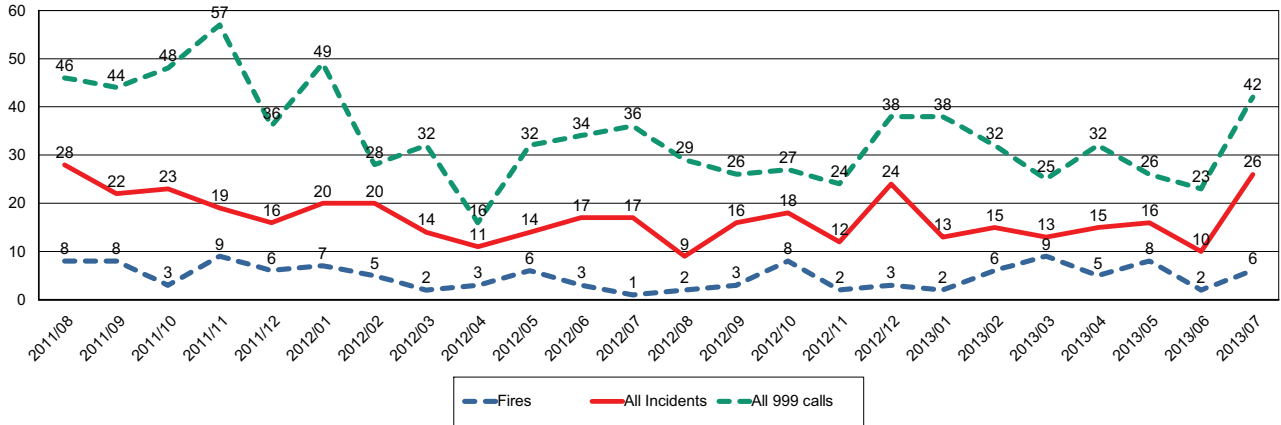




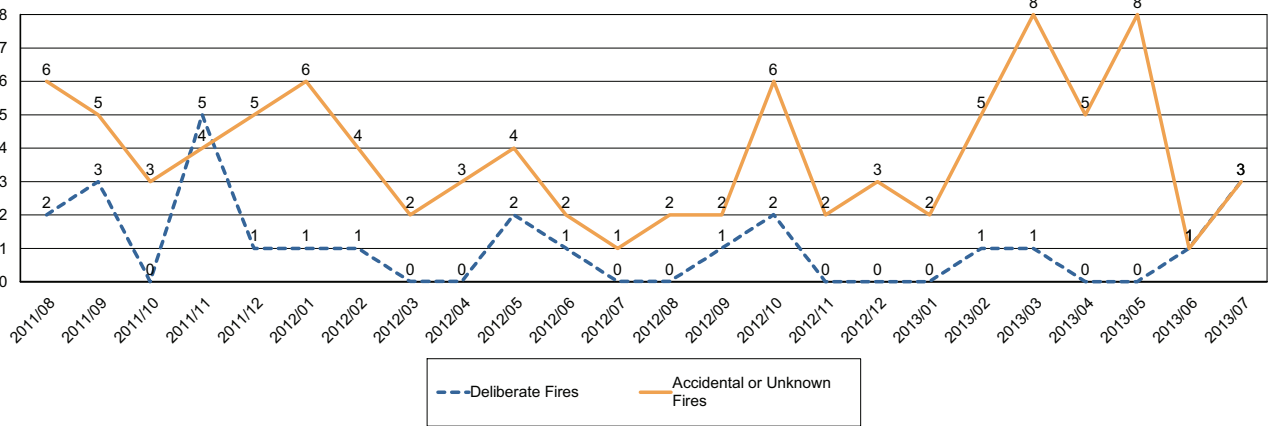
## Report for Warminster Area Board

The following is an update of Fire and Rescue Service activity up to and including July. It has been prepared using the latest information and is subject to change.

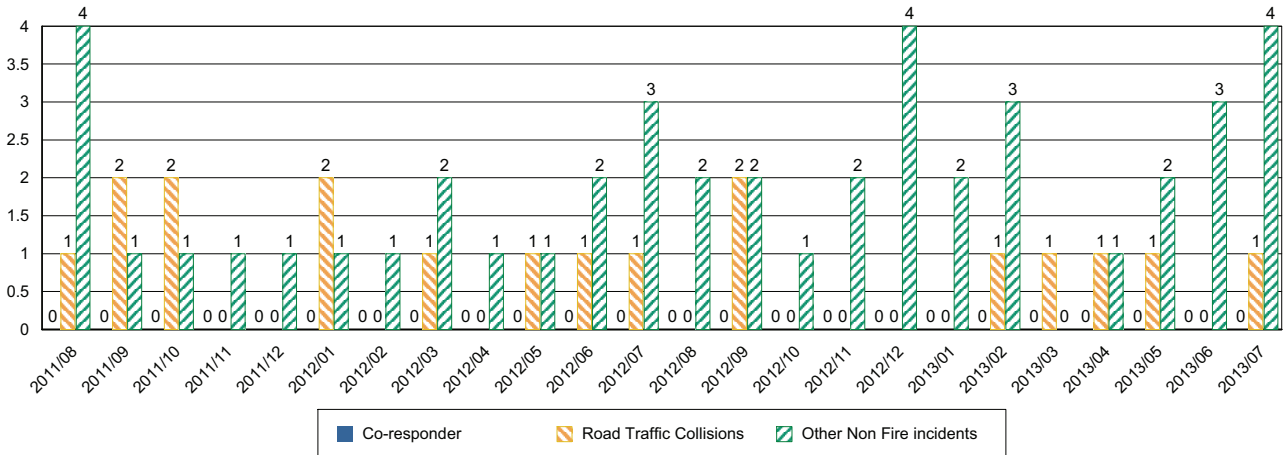
### Incidents and Calls



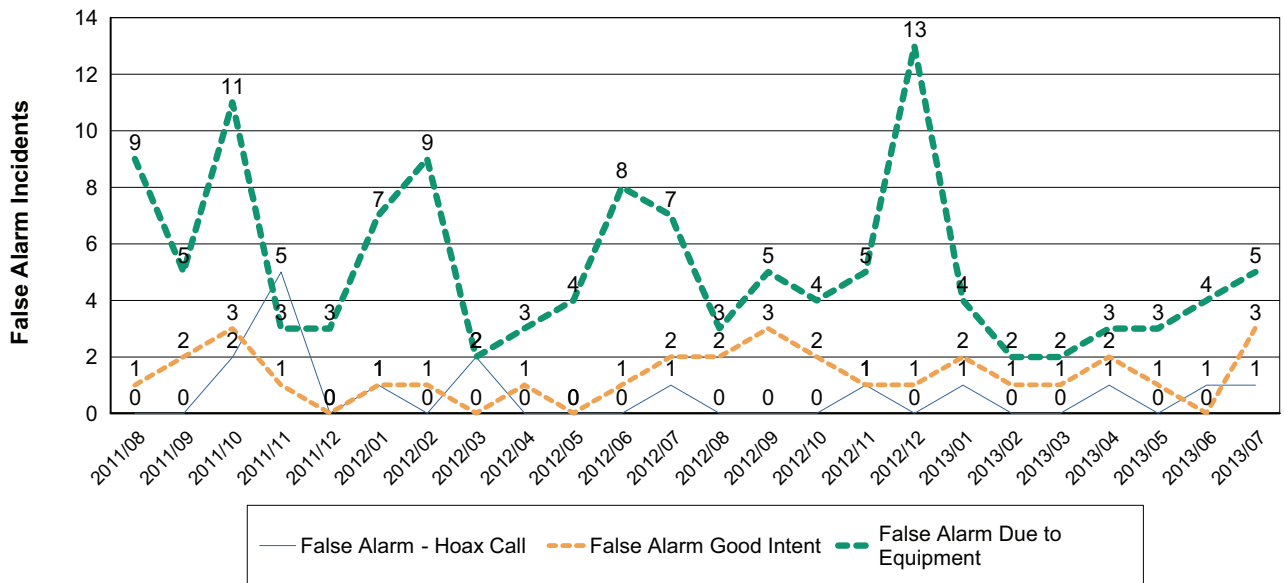
### Fires by Cause



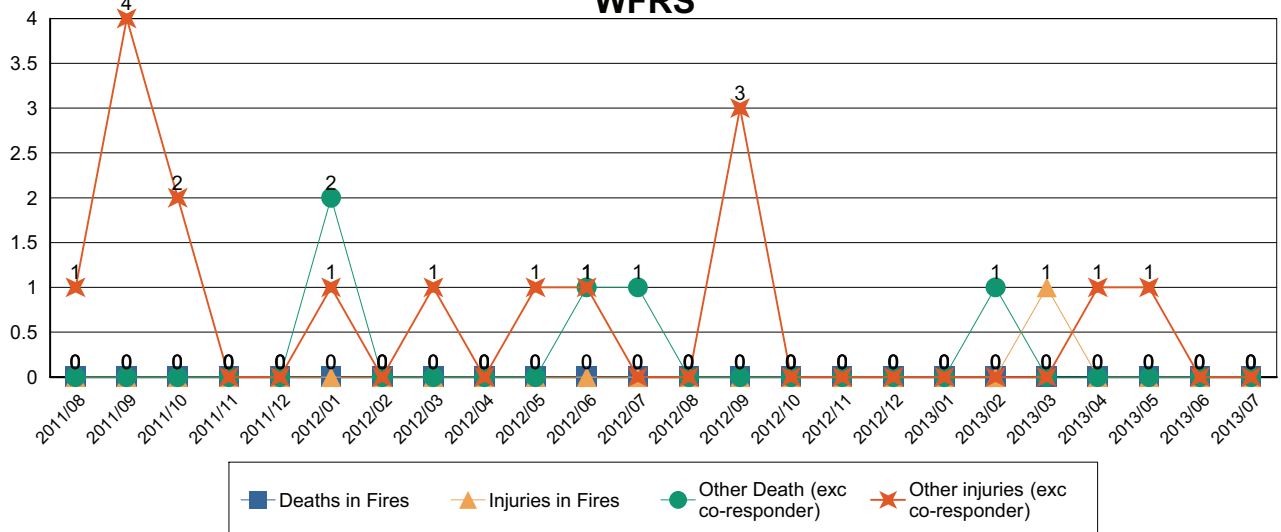
### Non-Fire incidents attended by WFRS



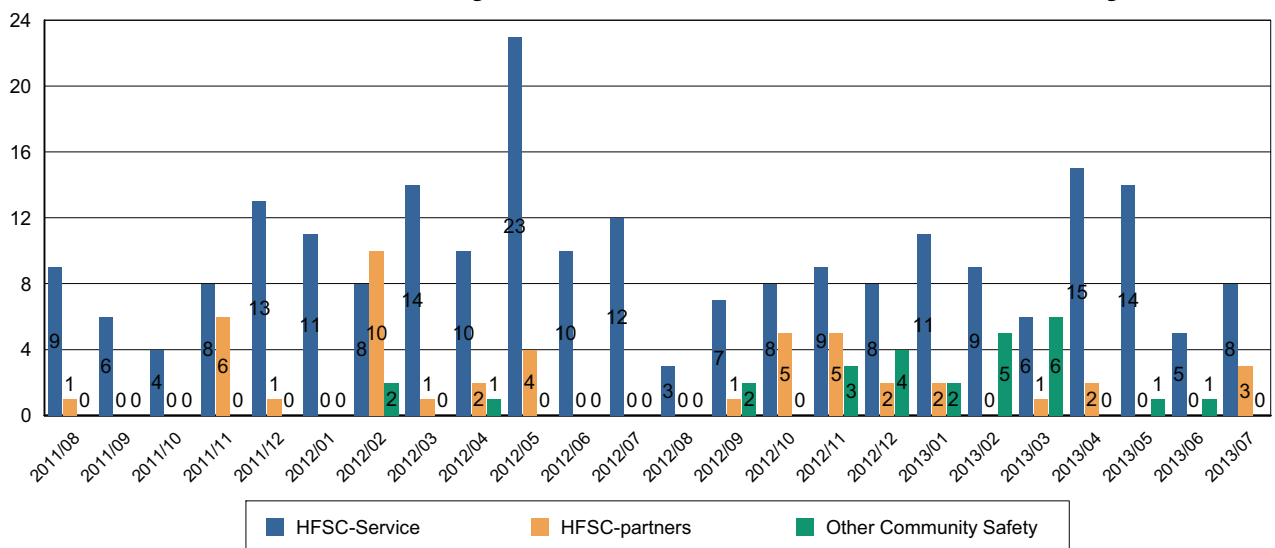
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

## **Partner Update for Warminster Area Board**

---

**Name of Partner: Warminster and Villages Community Partnership (WVCP)**

**Date of Area Board Meeting: 5 September 2013**

### **1. WVCP Priorities**

The WVCP's top 3 priorities continue to be:

- Maintain a fit-for-purpose Community Area Plan.
- Build capacity by fostering and supporting Theme groups.
- Work closely with local government and stakeholders to achieve mutual objectives.

### **2. Headlines**

- First tranche of 2013/4 core funding granted by the Area Board in July.
- New WVCP website now launched and WVCP has followers on Twitter.
- Draft Community Plan nearing completion. Further theme related work under development.
- Proposed development of a group to join up volunteers and volunteering opportunities in the Warminster area.
- New Joint Strategic Assessment (JSA) culture strand is being developed by Wiltshire Council with mapping input by WVCP.
- Supported the Strategic Housing Land Availability Assessment (SHLAA) event held in May.
- Partnership working links continue to be strengthened by WVCP with Area Board and stakeholders in the wider community.

### **3. Developments and Issues**

- The first tranche of WVCP's core funding for 2013/14 was approved by the Area Board in July 2013. Second tranche application will be made to Area Board in November.
- The new website for WVCP is now launched – see <http://www.westwilts-communityweb.com/site/Warminster-and-Villages-Community-Partnership/>. Documents relating to the new draft community plan are available to download, together with links to other stakeholders in the community. This is an area of ongoing development.
- Follow WVCP on Twitter – see <https://twitter.com/warminstervcp>
- Feedback from the consultation survey and public events form the basis of the updated Community Area Plan that identifies local priorities. The revised eight theme headings will define community areas more clearly, alongside the Joint Strategic Assessment (JSA). Cross-cutting themes also apply. Underpinning this is development of an appendix identifying organisations linked to each theme, alongside sources of fundraising. This will enable efficient dissemination of intelligence to support local clubs and community groups. The draft plan will be presented to the Area Board in November.

- Engagement with the wider public is ongoing and membership of WVCP has expanded.
- Initial discussions have taken place with interested parties in the community around the issue of volunteering in the Warminster area, with the aim to set up a new theme group under the community plan. Further details to follow.
- New JSA culture theme is being developed by Wiltshire Council. Work is being carried out by WVCP to map local assets as part of this process.

#### 4. Projects

- Economic and Tourism Group – A media contact list has been produced to help Warminster clubs and organisations publicise their events. Benchmarking data collection for 2013 is progressing and involved help from Warminster School students. Action for Market Towns has also asked the group to do some work on a national pilot for enhanced benchmarking. Their signage report is now being considered by CATG and work being costed. Ongoing monitoring by the group of town scene and empty buildings.
- Health and Social Care Group – monitoring and information sharing of developments with Clinical Commissioning Groups and Healthwatch.
- Job Club and Job Fairs – events are ongoing.
- Warminster in Bloom – continuing under the Civic Trust to carry out regular work with volunteers to maintain various planted areas. More volunteers are needed.

**5. External Relations.** The WVCP Committee maintains strong links with Wiltshire Council (Area Board, CATG), Wiltshire Forum of Community Area Partnerships (WfCAP), Warminster Town Council, Enterprise Warminster and the Neighbourhood Tasking Group led by the Police. It has formed links with Wiltshire Wildlife Trust, DEVELOP and other partners to develop a theme group around volunteering in the Warminster area.

#### 6. Communications

- Use of Wiltshire Council's Our Community Matters blogsite to highlight news and events within the Partnership and also actively signposts others to use it.
- The Economic and Tourism Group issue publicity each month of its activities, using the Warminster Journal and other media.
- Information and circulars from other partners are disseminated by email to interested parties for signposting purposes. Work is ongoing to strengthen this using lead people under the reconfigured themes of the new community plan.

#### 7. Diary Dates

WVCP Management Committee meets every fourth Tuesday of the month.

Shona Holt, Coordinator, WVCP  
[warminstervcp@gmail.com](mailto:warminstervcp@gmail.com)  
 August 2013

## **Partner Update for Warminster Area Board**

---

**Name of Parish Council: Horningsham**

**Date of Area Board Meeting: 5<sup>th</sup> September 2013**

### Headlines/Key Successes

- Youth Club Open Day well attended – children looking forward to the September start
- Horningsham Village Fayre a huge success
- Horningsham News on Facebook

### Projects

- Parish Plan Consultation papers returned
- Maintenance Plan to be implemented
- Community Oil purchasing Group set up
- New Play Area

### Diary Dates

- Next Full Parish Council meeting 5<sup>th</sup> September 2013 7.30pm all are welcome

Date: 22<sup>nd</sup> August 2013 Sarah Jeffries MILCM Parish Clerk/Responsible Finance Officer

This page is intentionally left blank

## Partner Update for Warminster Area Board

---

**Name of Parish Council:** Maiden Bradley with Yarnfield

**Date of Area Board Meeting:** 5<sup>th</sup> September 2013

### Headlines/Key Successes

- Community Asset Listing – Village Shop has been listed with Wiltshire Council as an Asset
- Work Started on the new Heating System in the Village Hall following the successful Area Board Grant Application
- Village Shop staying open till 4pm on Saturday afternoons, cyclists and walkers welcome to make it a break stop hot & cold drinks available to purchase

### Projects

- Defibrillator

### Diary Dates

- Next Full Parish Council meeting 10<sup>th</sup> September 2013 7.30pm
- Coffee Morning in the Village Hall – Friday Mornings
- Saturday 14<sup>th</sup> September 2013 10.00am to 6.00pm Ride & Stride sponsored cycle, walk, jog and Horse ride around Wiltshire Historic Churches

Date: 22<sup>nd</sup> August 2013 Sarah Jeffries MILCM Parish Clerk/Responsible Finance Officer

This page is intentionally left blank



## **Partner Update for Warminster Area Board**

---

**Name of Parish Council:** Upper Deverills

**Date of Area Board Meeting:** 5<sup>th</sup> September 2013

### Headlines/Key Successes

- Work on the Parish Plan continues on track. The Group are hoping to be able to produce their first Draft Plan by the middle of September. A copy of the draft will be delivered to all households in the Upper Deverills by the middle of September.

### Projects

- Broadband Action Group DEFRA Grant Application
- Parish Plan

### Diary Dates

- Next Full Council meeting 11<sup>th</sup> September 2013 6.30pm Kingston Village Hall all are welcome.
- Parish Plan Public Meeting Kingston Deverill Village Hall on Saturday 28 September 2013 at 11am. Refreshments will be available from 1030. All are welcome.

Date: 22<sup>nd</sup> August 2013 Sarah Jeffries MILCM Parish Clerk/Responsible Finance Officer

This page is intentionally left blank

# The new public health role of local authorities



## Introduction

The Health and Social Care Act 2012 received Royal Assent on 27 March 2012. This is a critical step in the transition towards the establishment of a new public health system. It is therefore timely to reaffirm the Government's vision for the new public health role in local authorities and to summarise the new legal framework for local government that underpins that vision.

This note sets out our vision for public health in local government and the new legal arrangements. It also sets out the implications for the role of the director of public health, although this is also the subject of separate and more detailed guidance in parts 1 and 2.

This note will primarily be of interest to local authority elected members and officers, and local public health teams, working within local government and supporting their local clinical commissioning groups.

## The vision

Local leadership for public health will be at the heart of the new public health system. Upper tier and unitary authorities will take on new responsibilities to improve the health of their populations,

backed by a ring-fenced grant and a specialist public health team, led by the director of public health. Upper tier authorities will be supported in this by the existing expertise within district councils – around environmental health, for example.

Local authorities should embed these new public health functions into all their activities, tailoring local solutions to local problems, and using all the levers at their disposal to improve health and reduce inequalities. They will create a 21st century local public health system, based on localism, democratic accountability and evidence.

Supporting local political leadership in improving health will be the director of public health and his or her team. The director of public health will be the lead officer in the local authority for health, and a statutory chief officer.

They will champion health across the whole of the authority's business, promoting healthier lifestyles and scrutinising and challenging the NHS and other partners to promote better health and ensure threats to health are addressed.

He or she will be a statutory member of the health and wellbeing board.





Contributing to the preparation of joint strategic needs assessments and the development of joint health and wellbeing strategies within the framework of the national Public Health Outcomes Framework, he or she should ensure a rigorous focus on local priorities and action across the life course to ensure a preventive approach is embedded in the local system.

### **The new local legal framework for public health**

Broadly speaking, the Health and Social Care Act 2012 (“the Act”) gives responsibility for health protection to the Secretary of State and health improvement to upper tier and unitary local authorities.

The Secretary of State will also delegate some health protection functions to local authorities. Local authorities will maintain responsibility for their existing health protection functions, many of which are exercised by lower tier and unitary authorities.

Section 12 of the Act inserts new section 2B into the NHS Act 2006 to give each relevant local authority a new duty to take such steps as it considers appropriate to improve the health of the people in its area. This section also gives Secretary of State a power to take steps to improve the health of the people of England – and it gives examples of health improvement steps that either local authorities or the Secretary of State could take, including giving information, providing services or facilities to promote healthy living and providing incentives to live more healthily.

Section 18 gives the Secretary of State the power to make regulations as to the exercise by local authorities of certain public health functions by inserting new section 6C into the NHS Act 2006. This means that the Secretary of State can require local authorities to carry out aspects of his health protection functions by taking certain prescribed steps. It also means that the Secretary of State can prescribe aspects of how local authorities carry out their health improvement function.

Upper tier and unitary local authorities are therefore taking on critical public health responsibilities. Section 30 then requires them, acting jointly with the Secretary of State, to appoint an individual who will be responsible for the local authority's new public health functions. That individual will be an officer of the local authority, and known as the director of public health.

This section also gives the Secretary of State the power to direct a local authority to investigate the conduct of a director of public health in relation to public health functions delegated from Secretary of State, and to report back (although the Secretary of State does not have the power to terminate the employment of a director of public health. The local authority as the employer does have this power, but must consult the Secretary of State before doing so).

Section 31 inserts a new section 73B into the NHS Act 2006, which gives Secretary of State the power to publish guidance to which the local authority must have regard.





Such guidance may include guidance as to the appointment of officers of the local authority to discharge its public health functions (for example, guidance on the involvement of the Secretary of State in the process of appointing directors of public health).

The Government will also publish the refreshed Public Health Outcomes Framework as guidance to which local authorities must have regard.

Under this same section, each director of public health is required to produce, and the relevant local authority to publish, an annual report. The Government has not further specified what the annual report might contain – this is very much a decision for individual directors of public health as to the issues they feel are important to raise.

Directors of public health will also be statutory members of health and wellbeing boards (section 194(2)(d) of the Act).

Schedule 5 of the Act amends the Local Government Act 1989 to add directors of public health to the list of statutory chief officers.

Finally, sections 35-37 set out new arrangements for consulting and making decisions on fluoridation schemes, which will become the responsibility of local authorities.

These duties mean that the local authority will have to take steps to ensure that it is aware of and has considered what the health needs of its local population are, and what the evidence suggests the

appropriate steps would be to take to address those needs.

Local authorities will have considerable freedom in terms of how they choose to invest their grant to improve their population's health, although they will have to have regard to the Public Health Outcomes Framework and should consider the extant evidence regarding public health measures.

The Government intends to mandate a small number of steps and services, as follows:

- steps to be taken to protect the health of the local population
- ensuring NHS commissioners receive the public health advice they need
- appropriate access to sexual health services
- the National Child Measurement Programme
- NHS Health Check assessment.

These steps and services will be mandated through regulations made under new section 6C of the NHS Act 2006.

Mandating steps and services in this way is not a means of indicating relative importance. Rather it reflects that there are some areas where a greater uniformity of provision is required (particularly health protection), or the fact that some steps are critical to ensuring there is an effective local public health system.

Mandating steps and services is also a means of ensuring that, where there is a legal duty on the Secretary of State which will be discharged in future by local authorities, this duty will be effectively discharged.





### Implications for local authorities

As noted above, local authorities already have important and wide-ranging public health functions, for example under the Public Health (Control of Disease) Act 1984 (as amended). These will continue.

However, under the Act and the regulations listed above, local authorities will be taking on significant new public health functions.

The director of public health, as the lead officer for these new functions, will need to have specialist public health expertise, and access to specialist resources, spanning the three domains of public health, health improvement, health protection and healthcare public health (ie the population health aspects of NHS-funded clinical services).

The director and their specialist teams will also need access to appropriate information and evidence on which to base their advice, including detailed information on patterns of provision of health care if they are to advise local NHS commissioners and health and wellbeing boards.

Thus the director will have a critical role in defining the needs assessment which will drive commissioning, building on the assets of the local area. Directors of public health will support clinical commissioning so that it reflects the needs of the whole population.

They will also lead on health protection, ensuring that appropriate arrangements are in place, escalating concerns and holding local partners to account.

Additionally, as lead adviser on health to the local authority and a statutory chief officer, the director of public health will be an important official within the authority, influencing decisions across the range of the authority's business, as well as carrying out on the authority's behalf its new functions relating to public health.

To be effective, he or she will need to be an effective senior officer within the authority. This will call for considerable influencing skills and the ability to balance the need to be an advocate for public health and the requirement to respect the local democratic process.

Local authorities will lead the process of appointing directors jointly with the Secretary of State, which will help to ensure consistent appointment of people of the right calibre, with the right expertise and experience, in these key posts. The Government is publishing separate guidance on this process.

While the organisation and structures of individual local authorities are matters for local leadership, we are clear that these legal responsibilities should translate into the director of public health acting as the lead officer in a local authority for health and championing health across the whole of the authority's business.

This means that we would expect there to be direct accountability between the director of public health and the local authority chief executive (or other head of paid service) for the exercise of the local authority's public health functions, and that they will have direct access to elected members.





### The new public health functions

Below we set out what the new functions mean for local authorities in each of the three domains of public health.

#### *Health improvement*

The key new duty for local authorities will be to take appropriate steps to improve the health of their population. This new duty complements much of the local authority's existing core business, and its strategic responsibility for stewardship of place.

It will normally be appropriate for a Cabinet Member to take the lead among elected members for this area and give it the appropriate political leadership at the local level.

The director of public health will support local political leaders in their ambitions to improve local health. We would expect that he or she will:

- contribute fully to rigorous and well-informed joint strategic needs assessments and joint health and wellbeing strategies
- take day-to-day management over the ring-fenced public health budget, thereby having responsibility and the resources to invest to improve health locally
- work more widely with wider partners to foster joint commissioning where appropriate and to inform wider strategies, for example around adult social care, children's services, transport, housing and leisure
- provide officers and elected members with appropriate advice, based on a rigorous appreciation of patterns of local health need, what works and potential

returns on public health investment

- provide advice to partners more broadly (thus the local authority might wish to offer public health-related training courses).

She/he should have a particular focus on ensuring disadvantaged groups receive the attention they need, with the aim of reducing health inequalities.

When commissioning clinical services such as sexual health and drug and alcohol services directors of public health will need to ensure that providers have appropriate clinical governance arrangements in place that are equivalent to NHS standards.

#### *Health protection*

The Secretary of State will have the core duty to protect the health of the population in the new system.

However, the Government sees local authorities having a critical role at the local level in ensuring that all the relevant organisations locally are putting plans in place to protect the population against the range of threats and hazards.

This will link to, but be different from, their statutory responsibility for public health aspects of planning for emergencies within local authorities.

Most health protection incidents are contained locally. The director of public health, with Public Health England, should lead the initial response to public health incidents at the local level, in close collaboration with the NHS lead.





The NHS will determine, in the light of the impact on NHS resources and with advice from the director of public health, at what point the lead role will transfer, if required, to the NHS.

The director of public health should therefore:

- provide strategic challenge to health protection plans/arrangements produced by partner organisations
- scrutinise and as necessary challenge performance
- if necessary, escalate any concerns to the local health resilience partnership (LHRP)
- receive information on all local health protection incidents and outbreaks and take any necessary action, working in concert with Public Health England and the NHS. This may include, for example, chairing an outbreak control committee, or chairing a look back exercise in response to a sudden untoward incident
- contribute to the work of the LHRP, possibly as lead DPH for the area;
- provide the public health input into the local authority emergency plans.

To assist directors of public health in fulfilling this health protection role we recommend local areas consider setting up a health protection forum or committee, possibly linked to the health and wellbeing board, for example as a sub-committee of the board.

Such an arrangement would help ensure that all key organisations met regularly, shared information and planned effectively.

#### *Healthcare public health*

The Government intends to make regulations to require local authorities to provide public health advice to NHS commissioners.

The director of public health will therefore have the responsibility and funding for providing a core offer of public health advice to the NHS locally. NHS Commissioners will need to ensure that local authorities and health and wellbeing boards have access to the information they will need to advise them.

This arrangement provides an excellent opportunity for local authorities to build and maintain close links with clinical commissioners, complementing health and wellbeing boards.

She/he and their teams should therefore, for example:

- help to ensure that joint strategic needs assessments reflect the needs of the whole population
- support commissioning strategies that meet the needs of vulnerable groups
- support the development of evidence-based care pathways and service specifications
- contribute advice on evidence-based prioritisation policies
- produce as necessary health needs audits and health equity audits
- provide other specialist public health advice as required.

In delivering these functions directors of public health and their teams will benefit from the advice and support of Public Health England. Thus for example Public







Health England will provide data and evidence of what works in relation to the public health outcomes framework, provide specialist health protection services, and give advice on the population impact of health services.

#### *Resourcing the team*

The above description of the public health role within local authorities makes clear that there needs to be a specialist, experienced public health professional (the director of public health) supported by specialist public health resources with access to adequate information and evidence functions. The size of that resource will depend on a range of factors, not least the size and relative needs of the local population.

#### **Conclusion**

From April 2013 upper tier and unitary local authorities will provide local leadership for public health, underpinned by new statutory functions, dedicated resources and an expert public health team. Local political leadership will deliver a new focus on improving health and reducing health inequalities.

This new role will complement but also extend existing local authority functions in terms of maximising the wellbeing of citizens.

The director of public health will lead on delivering these public health functions for the local authority, supporting the political leadership.

She or he will have the overall role of advocating for the health of the population locally. This does not mean that the director of public health will have the accountability and resources to deliver all public health functions, but it does mean that they will need to be the lynchpin in the system – the person who knows how to access advice and resources, and support local elected members and officers in their work in promoting wellbeing across the local population.

To deliver this function successfully the director of public health will need to be a public health specialist, with highly developed technical skills, and with access to a range of public health expertise in their team. They will also need to be skilled at working in a political environment. In short, they will need to be public health change agents.



*Produced: October 2012*

*Gateway reference: 17876*

© Crown copyright 2012  
Produced by the Department of Health  
[www.dh.gov.uk/publications](http://www.dh.gov.uk/publications)

This page is intentionally left blank

# Agenda Item 8.

## Chairman's Announcements

<b>Subject:</b>	<b>Community Area Joint Strategic Assessments</b>
<b>Officer Contact Details:</b>	Aimee Stimpson, Associate Director of Public Health <a href="mailto:Aimee.Stimpson@wiltshire.gov.uk">Aimee.Stimpson@wiltshire.gov.uk</a> 0300 0034566
<b>Weblink:</b>	
<b>Further details available:</b>	Wiltshire Intelligence Network <a href="http://www.intelligencenetwork.org.uk/">http://www.intelligencenetwork.org.uk/</a>

### Summary of announcement:

The JSA for Wiltshire 2012-13 was published in late 2012 on behalf of the Public Services Board (PSB). You may recall this was made possible by the contributions made by each of the thematic delivery partnerships.

The value of local data and evidence meant we supplemented the JSA Wiltshire with 20 individual local community area assessments. The community area JSAs, first published in 2011, added to our local knowledge and helped us and communities focus on the real issues in their local area. As part of the JSA programme, the Community Area level assessments (CAJSAs) are in the process of being updated this year, these will provide updated data about our local communities across the ten chapters.

The CAJSAs have taken on board feedback from Councillors, officers, organisations and feedback from our community events (held in 2012) and will build on the existing document and include more information on changes; trends; qualitative survey data (such as the results from the What Matters to You survey 2013) and other primary research such as the Census 2011.

We also intend to address some gaps in the first community area JSAs by including two new chapter's one covering leisure, and a second chapter art and culture which aligns the CA JSAs with community plans. The assessment will follow a similar structure to the JSA Wiltshire 2012-13 version, and will include a chapter written by each thematic delivery partnership (TDP).

We aim to publish the CA JSAs at a second round of community events between January and April 2014 and have discussed these plans at the Chair of the Area Board meeting and also met with Area Board managers. We are currently in the process of agreeing dates for each community event. [www.jsaevents2014.weebly.com](http://www.jsaevents2014.weebly.com)

For more information on the JSAs please visit the Wiltshire Intelligence Network website <http://www.intelligencenetwork.org.uk/joint-strategic-assessment/>

This page is intentionally left blank

## **Warminster Area Board Issue Report for 5 September 2013**

### **New issues reported since last Area Board:**

#### **1. Traffic concerns in Woodcock Road**

The Town Council (Development Committee) has requested that the Area Board considers traffic issues in Woodcock Road towards Boreham Road where children need to access the primary schools. A petition has also been received from residents. A metro count will be undertaken in the first instance and the issue will also be discussed at the Community Area Transport Group (CATG) meeting on 24 September.

#### **2. Congestion in Market place**

The Town Council (Development Committee) has requested that the Community Area Transport Group (CATG) consider lining or box junction markings at turnings into the Maltings and Wilsons and Kennard's yard. This would be to ease congestion. This issue will be discussed at the CATG meeting on 24 September and Wiltshire Council officers are investigating.

#### **3. Carbuncle outside Batchelor's cycle shop**

The Development Committee of the Town Council have requested that the carbuncle outside Batchelor's cycle shop is removed to ease congestion. Wiltshire Council officers are investigating this issue and it will be discussed at the CATG meeting on 24 September.

#### **4. Traffic concerns Bath Road (roundabout)**

A letter has been received from a local resident regarding the roundabout outside her property near Crusader Park / Roman Way citing lack of footways. Wiltshire Council officers investigating and will be heard at CATG meeting on 24 September.

### **Ongoing issues under investigation:**

#### **1. Central Car Park**

Parking on approach road to central car park. This issue was discussed at the Community Area Transport Group meeting on 18 June and Highways officers will be investigating the options to improve the situation. Unfortunately this is an "unadopted" road which means that Wiltshire Council cannot introduce waiting restrictions nor enforce any restrictions. The Community Area Manager will investigate ownership of the road in the first instance.

Possible solutions may be for the owners to restrict waiting or for Wiltshire Council to adopt the road. To be discussed at CATG on 24 September.

## **2. Overgrown trees**

This issue is regarding tall evergreen trees which are too close to houses in Morley Field. They are on the edge of parking area & entrances to first houses on the right once in Morley Field. CAM has asked the Area Co-ordinator to investigate.

## **3. Caravans entering Longleat via Geys Hill, Lane End, Corsley**

An issue has been raised regarding caravans entering Longleat to and from the A362 at Lane End Corsley via Geys Hill. Residents and workers are affected by this traffic which blocks the roads and causes potential danger according to the complainant.

This issue was discussed at the Community Area Transport Group meeting (CATG) on 18 June 2013.

Members of the Parish Council and residents were in attendance.

It was agreed that:

A meeting has been scheduled for the 3 September between the Parish Council, residents, Wiltshire Council and the Longleat estate managers.

## **4. Dropped kerbs**

A resident has suggested that more dropped kerbs are required in the Macefield Way, Shelly Way, Broxburn Road to access the shops. This was discussed at CATG on 18 June. Wiltshire Council Officers investigating and costing. Town Council to consider potential usage of the route. To be heard at CATG meeting on 24 September.

## **5. Signage in Warminster Town**

Issues raised by Economy and Tourism Group of Warminster and Villages Community Partnership.

A walk around the town took place on Wednesday 6 February. Wiltshire Council Highways team, the Community Area Manger, member of the Tourism Group and the Town Clerk covered the whole of the central area and checked all of the street signs.

Better signage also required for Western Car Park.

This was discussed at CATG on 18 June and officers are drawing up plans and costings for the work. To be discussed again at CATG on 24 September.

## **Issues Resolved and Closed since July 2013**

### **1. Fairfield Road Car Park**

Surface water along the Furlong finding its way to resident's path & door. Wiltshire Council engineers have visited site. There is no drainage required due to the cross fall within the highway. The house is in a low spot. All houses in the area drain their roof water into the street and not into the underground system, historically. There is a small soakaway. The water could be redirected from the home with a ridge / ramp but resident needs wheelchair access so this cannot be done. Issue has been closed as resolution not possible. Resident aware of this.

### **2. Sambourne Road School**

There have been reports of inconsiderate parking by parents when dropping of children causing congestion. Community Area Manager has contacted Head Teacher. The school will be urging parents not to park inconsiderately or illegally in their weekly newsletter.

These will be passed to the area co-ordinator to sign post depending on location.

Further details / actions and outcomes can be viewed at [www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards) including reporting of issues.

Report Author: Jacqui Abbott, Community Area Manager  
[Jacqui.abbott@wiltshire.gov.uk](mailto:Jacqui.abbott@wiltshire.gov.uk) 07771 844 530

This page is intentionally left blank



## Shadow Community Operations Board – selection of membership by Area Board

---

### Background

At their meeting on the 4<sup>th</sup> of July, following a presentation by Lucy Murray Brown, Warminster Area Board members resolved to establish a Shadow Campus Operations Board. The Area Board also invited expressions of interest from the representatives of:

- Town & Parish Councils.
- Education & Young people.
- User & community groups.
- The wider community.

The deadline for receipt of expressions of interest by Wiltshire Council was set at 27 August 2013.

The Area Board resolved that Cllr Keith Humphries is appointed as the elected Wiltshire Councillor representing the Area Board on the Shadow Campus Operations Board.

## Shadow Community Operations Board – selection of membership by Area Board

Following the closure of the expression of interest window, the Area Board are asked to consider the expressions of interest which have been received, and to look to appoint the group in line with the terms of reference of the Shadow Community Operations Board (appendix A).

There may be some things that Area Board Members may wish to consider when looking at the expressions of interest. These are not intended to make a matrix for selection, just simply a list of some questions and/or criteria (of course this could be inexhaustible) so that Members can be sure all applications are considered on the same basis.

- Leadership – effective community leadership and engagement which could take the form of those who either are or consider themselves to be strategic leaders as opposed to operational leaders
- Representation – ability to represent the wider views and needs of the identified/relevant sector (especially including minority and vulnerable groups) of the community area
- Skills – the need to have an appropriate and representative skills set across the Shadow COB
- Context/background – does the group or sector that the applicant wishes to represent cover a significantly large part of the community or possibly a targeted group the Area Board would like to engage with?
- Consultation – is there evidence or a known evidence of an ability to coordinate some form of consultative process
- Conflict of interests – realistically some applicants will inevitably represent or be involved in other organisations, groups, interests etc. Consideration to whether these other interests make inclusion on the Shadow COB challenging for them as individuals may need to be given

- Enthusiasm and drive for success – in some cases, individuals within the community may demonstrate a considerable passion for working with others to create a successful and sustainable campus facility

It is important to make clear that the selection of the membership of the Warminster Shadow COB is entirely a Member decision and whilst the points noted above may be areas that Members wish to consider, they may wish to and are free to disregard these points.

## **Summary**

Following the closure of the expression of interest window, the Area Board are asked to consider the expressions of interest which have been received, and to look to appoint the group in line with the terms of reference of the Shadow Community Operations Board (appendix A).

---

Report Author: Rachel Goff, Campus Delivery Manager  
Report date: 21<sup>st</sup> August 2013

## **Background Papers**

- Shadow Community Operations Board Terms of Reference v4
- 4<sup>th</sup> July 2013 Warminster Area Board paper and appendices

## CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

### Campus & Operational Estate Management Workstream

---

#### Draft Terms of Reference for Shadow Community Operations Board

##### 1 Background

On 15 February 2011 Wiltshire Council's Cabinet approved the implementation of the Campus and Operational Delivery Programme. The Programme will:

- Work with local communities to develop, facilitate and deliver community campus buildings across Wiltshire which seek to co-locate existing Council and partners services in one accessible location (or possibly more if appropriate) in a community area.
- Carry out the development of campus facilities in line with the Campus and Operational Management workstream principles (noted in section 2 of this document).
- Implement the Preliminary Management Project which will test the potential to develop some form of community driven strategic non -profit distributing organisation to deliver and support public services across Wiltshire.

Some of the benefits that the Council is seeking to achieve from a campus are:

- Accessible facilities that accurately reflect the specific needs of the local area being served.
- Reducing the Council's estate producing an estimated 40% reduction in operational costs across all estate (this is an estimation based upon an initial assessment of the impact of the Workplace Transformation Programme which preceded the Campus and Operational Delivery Programme).
- Combining point of contact arrangements and improving accessibility to services.
- Developing and providing sustainable and energy efficient buildings.
- Ensuring long term flexibility in terms of the use of space is fundamental to the design.
- Developing the synergies between the management of individual services at a community level.
- Working with communities to develop a coherent and effective volunteering policy relevant to the local campus.
- Reducing the current overall risk to the Council from aging, disparate and inefficient buildings.
- Increased, beneficial and sustainable partnership working.

Fundamental to the successful implementation of the programme is the commitment to empower local people to have a direct influence on the delivery of public services in their area. This supports the concepts of Localism and the decentralisation of decision making to local communities.

In order to facilitate the above the area boards will establish Shadow Community Operations Boards, reporting into the Area Board, who will make final recommendations to Cabinet for their consideration. The Shadow Community Operations Boards, will, subject to the agreement of the Area Board, take on a key role in coordinating and leading communications, influencing, and local engagement. This will cover areas such as the consultation processes, commenting on facility design and development and the ongoing indirect management and strategic planning of the resulting campus facility.

The Shadow Community Operations Boards will be in place from April 2011 until the Council determines otherwise.

##### 2 Campus Management Principles

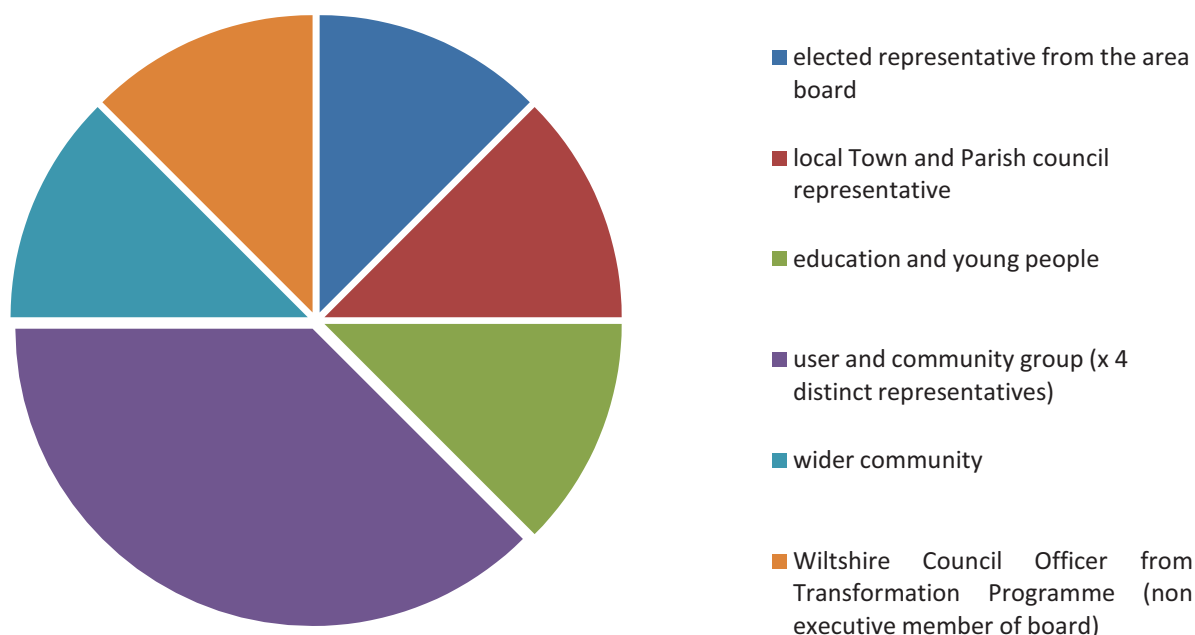
The Shadow Community Operations Board will need to work with the Council and its partners to ensure that the following approved principles are delivered:

- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.

- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the localisation of service delivery.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering and community involvement
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Provide accessible local decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

### 3 Membership

The shadow community operations board membership will be determined by the Area Board and should consist of an appropriate, mutually agreeable representative from the following broad sectors of the local community area:



- (i) There will be one representative for each party identified.
- (ii) The board will need to nominate a chairperson at its inaugural meeting.
- (iii) The board will need to determine if the suggested representation appropriately reflects the description of the party.
- (iv) There will be up to four representatives identified by the user and community group sector and approved by the Area Board. Such representatives should be selected so as to ensure proper representation from distinct interest groups within that sector.
- (v) The Wiltshire Council liaison representative will be an officer from the Transformation Programme and will be invited to sit on the board as a non-executive party.
- (vi) Each party should endeavour to be represented at each formal meeting.
- (vii) Each executive party will have equal rights.
- (viii) The chairperson may, in consultation with the area board representative on the COB, co-opt on non-executive representatives of the community as appropriate.

### 4 Roles and responsibility

#### 4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability and ensure the workstream principles are met.
- (ii) As required by the Area Board, to effectively manage the communications of the project within the community area and to liaise with the officer working group to ensure any locally focused communications

plan complements the wider strategic communications plan.

- (iii) To make representation to the Area Board based on ongoing community engagement and consultation to determine or recommend levels of services provided within each phase of the project.
- (iv) To work with the Area Board to identify local partners and facilitation and support of sustainable partnership working.

#### **4.2 Responsibility for outcomes**

- (i) To define community need and make recommendations to the Area Board over facility specification and operations.
- (ii) Support the Area Board in the delivery of the campus building.
- (iii) On behalf of the Area Board develop, and subject to future cabinet approval, implement a local volunteering strategy (specific framework for the engagement and management of volunteers) to support the campus.
- (iv) Influence the campus design and specification where appropriate by recommendation to the Area Board
- (v) Positive engagement in the ongoing strategic planning, programming and operation of the campus

#### **4.3 Project coordination and reporting**

- (i) To develop a community led action plan that clearly sets out the approach the shadow board will take and seek Area Board approval for this
- (ii) To assist the Campus and Operational Delivery Team in developing, managing and monitoring the progress and delivery of an action plan
- (iii) To assess any potential risks and advise the Campus Management Working Group and Area Board accordingly.
- (iv) To develop a marketing plan and strategy, to be supported by the Council, that sets out the proposed approach to maximising sustainable community use of the campus facility, subject to approval by the Area Board and Wiltshire Council Cabinet
- (v) To ensure a co-ordinated community approach to the engagement, development and operation of a campus facility.
- (vi) To report progress and make recommendations to the Area Board and officer working group for improved services, community orientated services based upon need, facility development and local opinion
- (vii) Partner role in the wider management options and governance appraisal

#### **4.4 The role of Wiltshire Council**

- (i) The ultimate responsibility for all service delivery and responsibility for the delivery of the Campus will remain with the Council for the duration of the campus delivery project.
- (ii) There may be elements or decisions required that will need to be determined by elected members of the Area Board or Cabinet following recommendation to them by the Area Board
- (iii) The Council will endeavor to support the approach the Shadow Community Operations Board takes where that approach supports the principles set out in section two of this document and has been supported by the Area Board

### **5 Outcomes**

- (i) The local community and partners in the widest sense are informed and proactively engaged with the process of delivering and the future operation of a community campus.
- (ii) The community campus is delivered within the timescales set, with full proactive engagement from the local community and the service delivery meets local needs.
- (iii) The community-led aspect of campus delivery is clearly defined, managed and continually assessed to ensure maximum use of the facility by the local community and continued engagement in concept of local people directly influencing the delivery of local services.

### **6 Confidentiality**

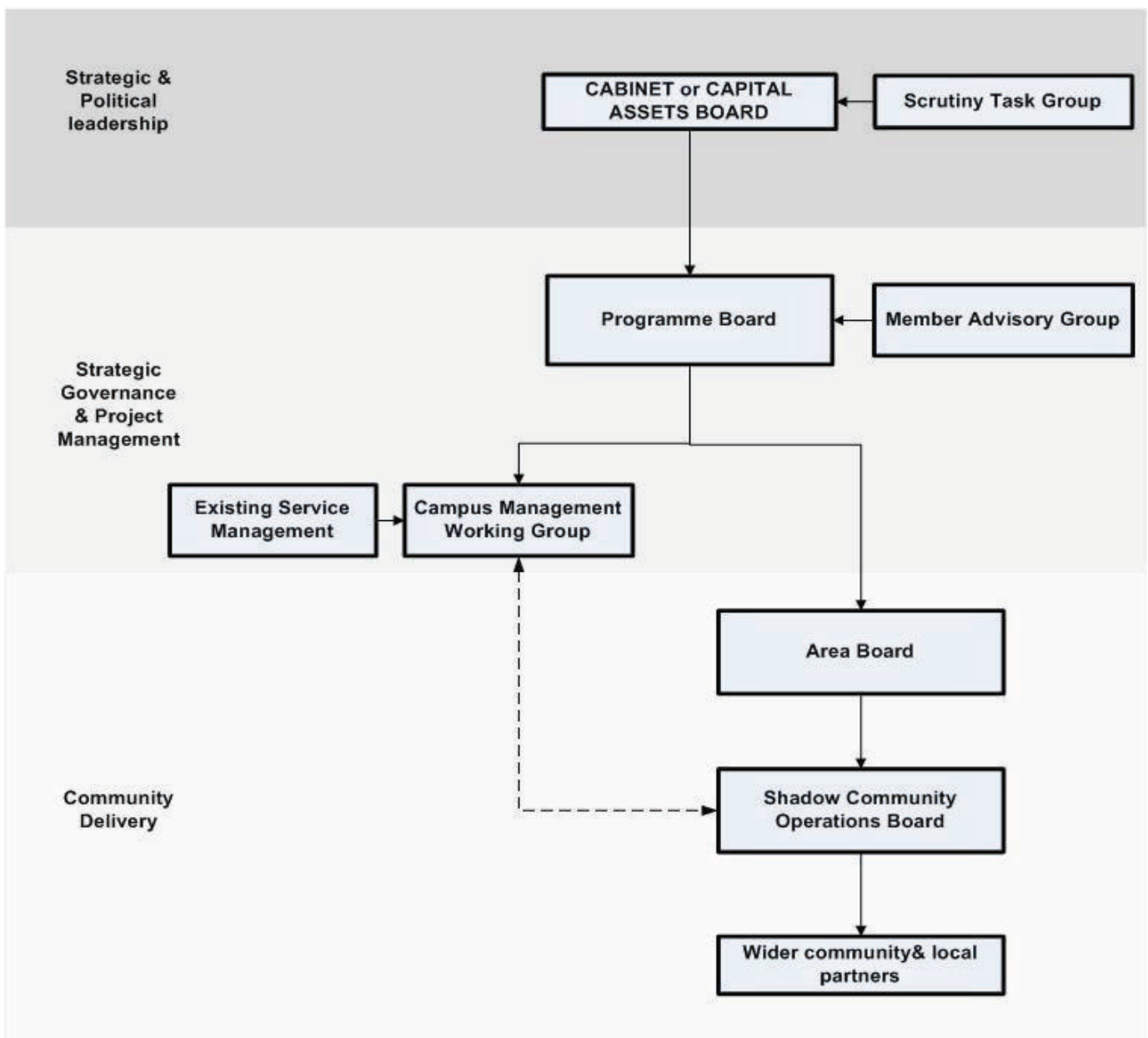
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or items are confidential and as such the Council requires all members of the Shadow Community Operations Board to sign non-disclosure agreements. Should any participant be unable to respect this request they must absent themselves from the meeting prior to discussion and consideration of the relevant item.

## 7 Governance Arrangements

There is a need to implement an interim governance structure that provides an appropriate framework to operate. It should be noted that managerial responsibility for operations, health and safety, staff etc remains with the Council for the duration of the project however there is scope for the Shadow Community Operations Board to influence, plan and programme services, subject to Cabinet approval following a recommendation from the Area Board. A chart showing the relationships between the various parties is noted below.

- (i) The Shadow Community Operations Board will meet as necessary and as determined by the Board.
- (ii) The Shadow Community Operations Board will be chaired by a representative elected by the Board.
- (iii) The Shadow Community Operations Board will report to the Area Board, but where request to do so by the Area Board, may provide advice directly to the Campus Management Working group, which is a cross departmental officer team coordinated by the Campus and Operational Delivery Programme.
- (iv) The administration of the Shadow Community operations Board will be the responsibility of the Board itself.
- (v) There may be occasions whereby sub-groups of the Shadow Community Operations Board will be necessary. In this instance any sub-group will report directly to the Shadow Community Operations Board in governance terms.

### Preliminary Management Project Governance Arrangements



**This report supports a presentation to be given at the Warminster Area Board meeting on the 4<sup>th</sup> of July 2013 by Lucy Murray Brown, Head of Campus Delivery & Operational Models.**

### **Purpose of Report**

To update the Warminster Area Board on the community campus programme and to enable members, if they wish, to resolve to set up a Shadow Community Operations Board for the Warminster Community Area.

---

### **Background**

1. In February 2011, Wiltshire Council's Cabinet approved a programme of work to develop community campuses, which sought to improve service delivery through the improvement of operational estate and reduction in the number of unsustainable buildings owned or used by the council.
2. A campus is a building, or collection of buildings, in a community area that supports the services communities need in easy to access location/s.
3. In this sense the term 'services' can be considered all encompassing and includes services delivered by the Council, its partners, other public service and voluntary sector providers.
4. This is a form of tailored local service delivery developed by local communities, for local communities. Secondary to this is the concept of achieving long terms sustainability, operating certainty and environmental savings by co-locating services.
5. In February 2011 Cabinet approved an approach to developing governance arrangements for the emerging community campuses and other operational estate that will deliver value for money services tailored to local need.
6. The establishment of the Shadow Community Operations Boards (COBs) provides the basis for the ongoing development and assessment of options for alternative delivery models.. This work will be further supported through a three- year learning partnership between the Royal Society of the Arts, Commerce and Manufactures and Wiltshire Council.

### **Main Considerations**

7. Shadow COBs have been established in fifteen community areas with a further three in the process of development.
8. The Shadow COBs work under the auspices of the Area Boards therefore maintaining a direct link to local elected representation whilst enabling a community-led approach to campus proposals.

9. This is an opportunity for local people to be involved and community involvement is critical to the success of campuses to ensure they reflect the needs of these communities.
10. Creating a campus offers a real opportunity for communities to influence the services in their community area directly, and to plan for the future
11. The design and service offer of each campus directly reflects the needs of the area it serves; each campus will, therefore, take different forms and will be driven by different factors resulting in tailor made points of delivery across the county.
12. It is a key role of the Shadow Community Operations Boards (Shadow COBs) to consult with local people and develop the specification and proposal for a campus for their community area.
13. The Shadow Community Operations Boards are established by Area Boards in line with the terms of reference (available in appendix A).
14. There are places for up to 8 members of the community on Shadow COBs, including an elected representative from the Area Board. The Shadow COB membership has been designed to reflect a broad range of representatives from across the community area. More detail on Shadow COB membership is available in the Terms of Reference.
15. A member of the Shadow COB representing a specific area of the community will be required to liaise with and to represent the interests of everyone within that group.

## Summary

16. In summary, Warminster Area Board members may consider resolving to set up a Shadow Community Operations Board for the Warminster Community Area.
17. This means an expression of interest window will open for members of the community and representatives of community groups to come forward and express an interest in being a member of the Shadow COB. The Area Board will then consider the expressions of interest, and look to appoint the group.
18. The expression of interest window will be open until the 27<sup>th</sup> of August 2013 and forms can be found as an appendix to this report or on the campus website <http://www.wiltshire.gov.uk/CommunityCampuses>

**Report Author: Rachel Goff, Campus Delivery Manager**

---

**Background Papers** – all background papers are included as appendices to this report

- PowerPoint slides from the presentation to the Area Board on the 4<sup>th</sup> of July
- Shadow Community Operations Board Terms of Reference (v4)
- Expression of interest form
- Benefits of co-location



<b>Report to</b>	<b>Warminster Area Board</b>
<b>Date of Meeting</b>	<b>5 September 2013</b>
<b>Title of Report</b>	<b>Area Board Funding</b>

## **Purpose of Report**

To ask councillors to consider officer recommendations in respect to five grant applications that have been received:

### **1. Year 6 Family Healthy Eating project**

£825 requested towards this project

Officer Recommendation – Approve

### **2. Scout Hut Repair**

£500 requested

Officer Recommendation – Approve.

### **3. Warminster Athenaeum Lighting Project**

£5,000 requested towards this project

Officer Recommendation - Approve

### **4. Codford Youth Skate Park Project**

£5,000 request towards this project

Officer recommendation: Approve

### **5. St. Lawrence electrical and kitchen project**

£4,852.50 request towards this project

Officer recommendation: Approve

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance 2013/2014](#).
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.4. The area board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work.
- 1.5. Warminster Area Board has been allocated a 2013/2014 budget of **£51,672** ([See Appendix one of report to Cabinet](#)) for community area grants, **£1,500** for digital literacy grants and up to **£10,334** for community partnership core funding.
- 1.6. In addition to CAGs and digital literacy grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7. In support of the Olympic and Paralympic legacy, in 2013/14 the Warminster area board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.8. Applications of up to and including £500 can be made for a Community Area Grant, which will not require matched funding. Amounts of £501 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.
- 1.9. New for 2013/14 is a single on-line application process for

Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. The application process and funding criteria can be found [here](#).

- 1.10. Area boards will not consider CAG applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.11. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire councillors on the area board.
- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.13. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to their area board [blogsite](#). Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

<p><b>Background documents used in the preparation of this report</b></p>	<p><a href="#">Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</a></p> <p>WCVP Community Plan</p> <p>Warminster Joint Strategic Assessment</p>
---	---

## 2. Main Considerations

- 2.1. Warminster Area Board has been allocated a 2013/2014 budget of **£66,951** that may be allocated through Community Area Grants, Digital Literacy Grants, Area Board/Councillor Led Initiatives and core funding for the CAP.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.3. Councillors will need to be satisfied that grants awarded in

2013/2014 are made to projects that can realistically proceed within a year of the award being made.

2.4. There are now 3 funding rounds remaining during 2013/14. Deadlines for receipt of funding applications are as follows:

- **Friday 27 September 2013 for 7 November 2013**
- **Friday 29 November 2013 for 9 January 2014**
- **Friday 23 January 2014 for 6 March 2014**

2.5. In exceptional circumstances the Area Board may consider certain grants between Area Boards subject to approval by the Chair and Vice Chair.

### **3. Environmental & Community Implications**

3.1. Area Board Grants contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

### **4. Financial Implications**

4.1. Awards must fall within the Area Boards budget allocated to the Malmesbury Area Board.

If grants are awarded in accordance with officer recommendations, Warminster area board will have a balance of **£29,094.50** and **£1,500** remaining for digital literacy grants.

### **5. Legal Implications**

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

### **6. HR Implications**

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

### **7. Equality and Inclusion Implications**

7.1. Community Area Grants and Small 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.

7.2. Implications relating to individual grant applications will be outlined in section 8, "Officer Recommendations" of the funding report.

## 8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1.	Warminster Schools Extended Partnership	Year 6 Family Healthy Eating Project	£825

- 8.1.1. Officer recommendation is that the Warminster Schools extended partnership is awarded £825 towards the Year 6 Family Healthy Eating Project.
- 8.1.2. This application meets grant criteria 2013/14.
- 8.1.3. The project will increase awareness into nutrition, health and dental hygiene for children and their family members. This is a non-statutory, non-core service. The project will use informed choice to improve healthy eating choices and reduce overweight / obesity levels in Warminster schools.
- 8.1.4. Latest data for Year 6 in this Community Area is ranked the 2<sup>nd</sup> highest in the county.
- 8.1.5. There will be 10 or 12 sessions for this amount of funding and it will be delivered through “Anybody Can Cook”.
- 8.1.6. The total cost of the project is £1650 and £825 match funding will be found from reserves

Ref	Applicant	Project proposal	Funding requested
8.2.	3 <sup>rd</sup> Wiltshire BP Scouts	Scout Hut Repair Project	£500

- 8.2.1. The officer recommendation is that £500 is awarded towards the Scout Hut Repair Project
- 8.2.2. This application meets grant criteria 2013/14
- 8.2.3. Improvements to the scout hut will include roof repair and plastic cladding for drainage; front porch with roof and lighting. Also repairs to front windows. Health and safety will be much improved following the work.
- 8.2.4. The Community Area Manger is advised by 3<sup>rd</sup> Wiltshire Scouts that the hut is let “indefinitely” and has been with the scouts for over twenty years. The hut is let to the group for free as long as

the Scouts pay for any repairs and the utilities used. The Scouts fund such repairs from their fund raising activities and subs from parents and donations. Sometimes the repairs are substantial and further assistance from the Area Board will be appreciated.

- 8.2.5. The scout group runs for the purpose of educating local children in the ideas of Baden Powell and the children very much enjoy the fun approach to teaching and the facilities of the scout hut.
- 8.2.6. The total cost of the project is £1612.08 and match funding from reserves amounts to £1112.08.
- 8.2.7. This project will benefit children and young people in the Warminster area including children whose parents are in the armed forces.

Ref	Applicant	Project proposal	Funding requested
8.3.	Warminster Athenaeum Trust	Warminster Athenaeum Lighting	£5,000

- 8.3.1. The officer recommendation is that £5,000 is awarded towards this project.
- 8.3.2. The application meets the grant criteria 2013/14
- 8.3.3. Councillors may wish to note that Warminster Athenaeum Trust has been awarded the following grants previously:

14/05/12 £5k for "redevelopment phase 4"  
 30/06/11 £4950 for steps.  
 24/09/09 £5k for "disabled access"

- 8.3.4. The Athenaeum is a key part of the community in Warminster and supports 2 youth groups and 3 amateur dramatic groups. It regularly attracts professional touring groups. Low energy lighting is required for the theatre to ensure the Athenaeum remains viable and will also reduce the environmental footprint.
- 8.3.5. £5,000 is requested towards the project costing £16,320 and £11,320 has been found through match funding (Athenaeum Trust, Friends and a bequest).

Ref	Applicant	Project proposal	Funding requested
8.4.	Codford Skatepark Youth Group	Codford Skate Park Project	£5,000

8.4.1 The officer recommendation is for £5,000 to be funded towards the Codford Skatepark Project.

8.4.2 The application meets the grants criteria 2013/14.

8.4.3. This new group is in the process of fund raising to provide a much needed facility for the young people in the village. The aim of the project is to provide a sports and leisure facility for the village and surrounding parishes. It will be a focal centre for young people and will help to divert them from anti-social behavior and low level nuisances. This is a much needed local facility for the village.

8.4.4 The cost of the project will be around £36,950 and match funding will be sought for £31,950. The Parish Council will grant £500 and the Village Hall Committee £500. Local fundraising by the group will aim for £5,000 and other funders will be approached for the remainder.

Ref	Applicant	Project proposal	Funding requested
8.5.	Chapel of St. Lawrence	St. Lawrence electrical / wiring / kitchen / plumbing project	£4,852.50

8.5.1. The officer recommendation is that £4,852.50 is awarded towards the St. Lawrence Project.

8.5.2. This application meets grant criteria 2013/14

8.5.3. The project is to install new 3 phase electrical supply and re-wire the circuits in the chapel and incorporate new circuits in the kitchen, supply and install new sink unit with storage cupboards and plumbing for hot and cold water and a water heater.

8.5.4. The upgrading of facilities of the Chapel and kitchen is to provide the general population with enhanced amenities during charitable events and services. The Community Area Manger has been informed that the project will benefit many community groups in the Warminster area.

8.5.5. The overall cost of the project is £9,705 and £4,852.50 will be match funded from reserves.

<b>Appendices</b>	Grant Applications
-------------------	--------------------

No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

<b>Report Author</b>	Jacqui Abbott, Community Area Manager Tel: 01722 434 344 Mobile: 07771 844 530 E-mail: <a href="mailto:jacqui.abbott@wiltshire.gov.uk">jacqui.abbott@wiltshire.gov.uk</a>
----------------------	--