

AGENDA

Meeting: DEVIZES AREA BOARD
Place: Assembly Room, Devizes Town Hall, Long Street, Devizes
Date: Monday 16 May 2016
Time: 6.30 pm

Including the Parishes of All Cannings, Bishops Cannings, Erlestoke, Bromham, Devizes Town, Easterton, Etchilhampton, Great Cheverell, Little Cheverell, Market Lavington, Marston, Potterne, Roundway, Rowde, Stert, Urchfont, West Lavington and Worton

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

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

Networking opportunities will be available from 6.00pm.

Please direct any enquiries on this agenda to Libby Beale (Senior Democratic Services Officer), on 01225 718214 or elizabeth.beale@wiltshire.gov.uk

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

Press enquiries to Communications on 01225 713114/713115.

Wiltshire Councillors

Cllr Anna Cuthbert (Bromham, Rowde and Potterne)	Cllr Simon Jacobs, (Devizes and Roundway South) (Chairman)
Cllr Peter Evans, (Devizes East)	Cllr Laura Mayes, (Roundway)
Cllr Sue Evans, (Devizes North)	Cllr Philip Whitehead, (Urchfont and the Cannings) (Vice Chairman)
Cllr Richard Gamble, (The Lavingtons and Erlestoke)	

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

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

	Time
<p>1 Election of the Chairman (<i>Pages 1 - 2</i>)</p> <p>To appoint a Chairman for 2016/17.</p>	6:30pm
<p>2 Election of Vice-Chairman</p> <p>To appoint a Vice-Chairman for 2016/17.</p>	
<p>3 Apologies for Absence</p> <p>To receive any apologies for absence.</p>	6:35pm
<p>4 Minutes (<i>Pages 3 - 8</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 21 March 2016.</p>	
<p>5 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>6 Chairman's Announcements (<i>Pages 9 - 20</i>)</p> <ul style="list-style-type: none"> • Dementia Awareness Week 15th-21st May • Relaunch of <i>Your Care Your Support</i> website • Adult Care Charging Policy consultation • Wiltshire Carer's Strategy consultation 	6:40pm
<p>7 Partner Updates (<i>Pages 21 - 26</i>)</p> <p>To receive updates from the following partners:</p> <ol style="list-style-type: none"> a. Wiltshire Police b. Fire and Rescue Service c. Health Services d. Devizes Community Area Partnership e. Schools updates f. Town and Parish Councils 	6:50pm
<p>8 Update from Devizes School</p> <p>To receive an update from Devizes School and welcome Philip Bevan as the newly appointed Headteacher.</p>	7:00pm
<p>9 Appointments to Outside Bodies and Working Groups (<i>Pages 27 - 46</i>)</p> <p>To consider appointments to local outside bodies and constitution</p>	7:10pm

of working groups of the Area Board as detailed in the attached report.

The Area Board is requested to:

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

10 **Health and Wellbeing** **7:15pm**

To consider appointing a 'Champion' for Older People in the Devizes community to take forward local priorities.

11 **Local Youth Network** (*Pages 47 - 52*) **7:25pm**

To hear from Wendy Tozer on the youth projects undertaken in Devizes over the last 12 months.

To consider an application for youth grant funding of £4,225 for Caenhill Countryside Centre to provide resources and accreditation for informal learning.

12 **Funding Available to Our Community** (*Pages 53 - 56*) **7:40pm**

Heidi Yorke, Programme Director at Wiltshire Community Foundation, will introduce the funding it offers to community projects and explain the application process.

The Chairman will provide details of other types of funding available for projects in the area.

13 **Our Community Matters** **7:55pm**

Graeme Morrison, Community Engagement Manager, will provide an overview of the community projects supported by the Area Board team over the last 12 months and introduce our campaigns for 2016-17.

The meeting is invited to raise their priorities for the forthcoming year with their local councillors.

14 **Community Area Grants Scheme- Capital funding** (*Pages 57 - 64*) **8:10pm**

To consider applications to the Community Area Grants Scheme:

- Councillor initiative from Cllr Laura Mayes- £1,232 for a project to tackle Devizes' gull problem;
- Devizes Sports Club- £5,000
- Devizes Leg Club- £3,250
- The Parents and Friends of Holy Trinity School- £2,500
- Rowdeford Charitable Trust- £5,000

To note £560 granted between meetings of the Area Board to Friends of the Garden for display units.

15 Community Area Transport Group (CATG) and Air Quality and Transport Strategy Working Group updates. (Pages 65 - 90) 8:20pm

Local Highways Investment Fund

To note the work completed so far in connection with the 'Local highways Investment Fund 2014 – 2020', and consider the list of proposals for highway maintenance in the Devizes areas for 2016/17.

To note the proposed 'Wiltshire Resilient Road Network', and comment on the proposed network and any sections of the route of particular concern to the area.

CATG

To note the progress of issues and consider the recommendations arising from the CATG meeting on 30 March.

Verbal update from the Air Quality and Transport Strategy Working Group.

16 Urgent items 8:30pm

Any other items of business which the Chairman agrees to consider as a matter of urgency.

17 Evaluation and Close 8:30pm

Future Meeting Dates
 Monday, 11 July 2016
 6.30 pm
 West Lavington Village Hall, Sandfield, West Lavington
 SN10 4HL

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

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

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

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

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

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

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

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

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

MINUTES

Meeting: DEVIZES AREA BOARD
Place: Devizes School, The Green, Devizes SN10 3AG
Date: 21 March 2016
Start Time: 6.30 pm
Finish Time: 8.30 pm

Please direct any enquiries on these minutes to:

Libby Beale (Senior Democratic Services Officer), on 01225 718214 or elizabeth.beale@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Anna Cuthbert, Cllr Peter Evans, Cllr Sue Evans, Cllr Richard Gamble, Cllr Simon Jacobs (Chairman), Cllr Laura Mayes and Cllr Philip Whitehead (Vice Chairman)

Wiltshire Council Officers

Graeme Morrison (Community Engagement Manager)
Libby Beale (Senior Democratic Services Officer)
Wendy Higginson (Community Youth Officer)
Heather Alleyne (Head of Safeguarding)

Town and Parish Councillors

Devizes Town – Judy Rose, Nigel Carter
Erlestoke – Stan Jonik
Potterne – Tony Molland

Partners

Wiltshire Police – Inspector Nick Mawson
Wiltshire Fire and Rescue Service – Jack Nicholson
Devizes Community Area Partnership- Kate Freeman

Total in attendance: 50

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome</u></p> <p>The Chairman welcomed those present to the meeting.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Philip Mackie, Chris Butler, Doug Roseaman, Chris Callow, Andrew Geddes and Albert Wooldridge.</p>
3	<p><u>Minutes</u></p> <p>Resolved:</p> <p>To confirm the minutes of the meeting held on 25 January 2016.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the announcement available in the agenda pack. It was explained that each community area had been given the opportunity to establish a Health and Wellbeing Group to coordinate joined up services for older people. The Chairman encouraged anyone interested in becoming a Champion for Older People to get in touch. The meeting was updated that a forum had been held on 15 February 2016 to coordinate Devizes' response to flooding and parish councils were reminded to submit their details and flood plans to Public Protection. The Chairman thanked the 120 people in the Devizes area who had been volunteer litter pickers over the weekend of 5-6th March in aid of the 'Clean for the Queen' campaign, further litter picks were planned for the coming months.</p>
6	<p><u>Partner Updates</u></p> <p>Written updates from partners were available in the agenda pack.</p> <p>Inspector Nick Mawson advised that over the winter there had been instances of rogue cold callers in the area however this was being addressed by the police and had reduced lately. The meeting heard that recently there had been a couple of high-value burglaries in the area and residents were reminded to take photos and mark high value goods so that they could be traced if stolen. It was understood that the chances of burglary in Devizes were still very low.</p> <p>Station Manager, Jack Nicholson, Fire and Rescue Service, updated on the combination with Dorset Fire and Rescue service, which would see a 1.99%</p>

precept increase for Wiltshire residents in 2016/17 and the average cost of the merger for Wiltshire residents that year would be an increase of £67.86.

Questions were raised as to how the service could make efficiencies and the officer confirmed it would look at sharing buildings with the Council and other emergency services. Following questions from the public, it was advised that the number of fire engines arriving at a fire initially depended on the information provided to staff when the emergency was first called in. Recently, fire engines had been unable to access an incident in West Lavington due to cars parking on either side of the roads; in response to this event the Council was re-issuing double-yellow lines on the road in the village.

The Chairman updated that the Daisy Centre for people with complex learning disabilities was near completion and due to open in the summer, near Green Lane Hospital.

Tony Aldridge, updated the Area Board that for the second year running Devizes had been nominated for the National Coach awards and had also been identified in The Times as one of the top market towns in Britain. The coach group was working hard to promote Devizes as a tourist destination.

Devizes School informed the meeting about the numerous events the school had been involved in since January including: youth parliament, World Book Day, science week, maths challenge, a trip to Belgium and university trips. The Head Teacher was particularly proud of the students on a recent school trip to Italy; a teacher from another school had written to her to let her know what fine role models the students had been.

The Chairman thanked Sue Marshall for all of her hard work as acting Head Teacher and also Alex Eaves for the School's engagement with the community. The Chairman looked forward to the school continuing to be a long-term partner of the Area Board. The vicar at St James' Church also commended the school for its great pastoral care.

7

Open floor session

The Chairman encouraged members of the public to take the opportunity to ask questions of their local councillors. A question was raised as to when the footpath to Potterne would be restored to make it usable by pedestrians. Cllr Philip Whitehead advised that the footpath would be on the maintenance list from 1 April once additional funding was available, however the councillor explained that this would take some time to organise as it would require a road closure. It was noted that the footpath could not be moved.

Cllr Laura Mayes, Cabinet Member for Children's Services, responded to a question on the number of foster carers in Wiltshire, advising that there were not sufficient numbers in Wiltshire and the Council was on a permanent recruitment drive.

	<p>Cllr Philip Whitehead responded to questions on the cashless parking system at Sheep Street and advised that this was a trial to gather information about how the new system affected car park use, the councillor encouraged the public to feedback their experiences. The cashless system was designed to save money as using a cash system currently cost Wiltshire Council £650,000 per year.</p> <p>The Chairman announced a change to the order of the agenda, to proceed as detailed below.</p>
8	<p><u>Alzheimer's Support</u></p> <p>Sheila Ashley from Alzheimer's Support introduced the charity and the work it was doing to make Devizes a 'Dementia Friendly' town. The session began by the screening of a video demonstrating the problems faced by those with Dementia and simple actions people could take to support a person with Dementia, such as being patient and a friendly face. Alzheimer's Support had already organised sessions with organisations and businesses in Devizes to support them to be Dementia aware and encouraged any other interested groups to get in touch.</p> <p>The Chairman thanked Sheila for her informative presentation and work to support Dementia awareness in Devizes.</p>
9	<p><u>Local Youth Network</u></p> <p>Wendy Higginson, Community Youth Officer, introduced applications for youth grant funding.</p> <p>Devizes Eisteddfod had applied for £500 to partake in a choir event which would be a spin off from their usual November event. The Chairman commented that the event would also bring parents of children attending the event into Devizes, thereby supporting the local economy.</p> <p>Devizes Youth for Christ had applied for £2,000 for a pop up youth café over the summer holidays; this would be a free event, for around 5 days with professional youth workers attending.</p> <p>Resolved:</p> <p>To grant Devizes Eisteddfod £500 for Wiltshire Choir of the Year.</p> <p>To grant Youth for Christ £2,000 for a summer youth project in Devizes.</p> <p>To note the minutes of the last LYN Management Group meeting.</p>
10	<p><u>Devizes Passengers</u></p> <p>Kate Freeman (Devizes Community Area Partnership) and Jasper Selwyn</p>

	<p>(Devizes Passengers) presented on Devizes to Pewsey transport links. It was understood that the bus network in Wiltshire was fragile with most services subsidised; DCAP and Devizes Passengers wished to increase bus passenger numbers and plan for growth. Devizes Passengers had, with the support of a consultant employed Wiltshire Council, organised a trial bus timetable from Devizes to Pewsey which the group was now advertising with the intention of boosting passenger numbers prior to the bus review in 2017. Current bus routes were shown highlighting that in reality many of the current routes were not convenient for users, Devizes Passengers was campaigning for better routes to attract people to use the buses.</p> <p>The Cabinet Member for Highways and Transport acknowledged that funding for buses had been cut in recent years however would not be cut in 2016/17 and a bus consultation was currently being undertaken to collect data to allow the Council to make informed decisions about bus services.</p>
11	<p><u>Housing-meeting local need.</u></p> <p>Heather Alleyne, Head of Safeguarding (Wiltshire Council), presented on the national policy context and local picture in relation to home ownership. Recent changes at the national level were explained, for instance household benefits had been reduced and currently it was increasingly difficult for housing associations to build new homes. Wiltshire Council was currently working to increase the supply of new homes and increase owner occupations across the county. Devizes was broadly in-line with the Wiltshire average in terms of home ownership, social housing and private ownership however demand for 1-bed affordable homes was very high in the town. The officer gave the locations of new affordable homes in the community area.</p> <p>Following questions from the public, the officer confirmed she would pass on the official definition of 'affordable housing' and details of the effect of the removal of the 'bronze bracket'. The public heard that shared ownership was an option for local people however they would need to register with the Council. Comments from the public included that the average house price in Devizes was very high in comparison to average salary. In response to questions as to why housing allocations were determined outside of the Council, it was explained that current processes followed the legal framework prescribed by the Government.</p> <p>Cllr Anna Cuthbert updated on the homelessness situation in Devizes, explaining that she had encouraged rough sleepers to have their housing needs assessed; this had achieved some positive outcomes however it was noted that rough sleepers would be required to address their rent arrears and drug habits if they were to be housed by the Council.</p>
12	<p><u>Wiltshire Council Budget update</u></p> <p>Cllr Philip Whitehead updated on Wiltshire Council's budget for 2016-17; which saw a reduced budget of approximately £25m from the previous year. It was explained that approximately one third of the budget the council had available to</p>

13	<p>spend was a government grant, which had been reducing year on year and the demand for services was also increasing at the same time. Services to support the vulnerable in the community had been prioritised by the Council and savings would be made from other areas. It was noted that a move towards more online services and merging services with other providers, such as the CCG, would help to achieve savings.</p> <p><u>Area Board Capital Funding</u></p> <p>Representatives from Market Lavington Village Hall and Devizes Development Partnership spoke in support of their applications for funding. The Chairman explained that due to the applications being considered at the end of the financial year there would be a shortfall of £241.20 should the full funding be granted, consequently it was agreed to reduce grants by £120.60 each.</p> <p>It was noted that £560 had been granted between meetings of the Area Board for necessary tree maintenance, this was taken as an urgent decision due to health and safety concerns.</p> <p>Resolved:</p> <p>To ratify £560 granted to Devizes and District Association for the Disabled between meetings of the Area Board.</p> <p>To grant Market Lavington Community Hall £4879.40 for increased storage space.</p> <p>To grant Devizes Development Partnership £2,058.60 for the installation of a CCTV camera and wireless link at Wadworth roundabout.</p>
14	<p><u>Air Quality Update</u></p> <p>The Chairman advised that Cllr Anna Cuthbert would now to Chair the Air Quality and Transport Strategy Working Group.</p> <p>Resolved:</p> <p>To appoint Cllr Anna Cuthbert to the Air Quality and Transport Strategy Working Group.</p>
15	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
16	<p><u>Close</u></p>



Dementia Friendly Devizes

Sunday 15th

2pm The Palace Cinema
one-off showing of **Still Alice**

Monday 16th

Alzheimer's Support Open Day:

Pop in to see our day centre and
meet a memory awareness volunteer

Dementia Friends session

11am Alzheimer's Support Office
7pm Devizes Town Hall

Friday 20th

Row to Remember at Devizes Leisure Centre

Support the staff and customers of DLC
rowing to Westminster in record time!

All week

Devizes Library

Come and chat to an expert about memory loss



Row to Remember

Friday May 20th
Devizes to Westminster



Sign up to get
Devizes Leisure Centre
to Westminster first!



Chairman's Announcements

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

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

The website contains:-

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

Your Care Your Support Wiltshire's First Birthday

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

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

Future plans and how you can help.

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

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

Chairman's Announcements

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

Chairman's Announcements

Subject:	Adult Care Charging Policy Consultation
Officer Contact Details:	Olly Spence Community Commissioner olly.spence@wiltshire.gov.uk
Weblink:	http://www.wiltshire.gov.uk/news/articles/httpwwwwiltshiregovuknewsarticlescare-services-policies-consultation

Introduction-The Adult Care Community Commissioning team are currently leading on a public consultation regarding proposed changes to the adult care charging policy (i.e. how much people contribute to the cost of the social care services that they receive).

Unlike health services which are free at the point of access, adult social care support is means-tested in line with national guidelines. The proposed changes have been made in response to the Care Act (2014), to align Wiltshire's approach with that of other local authorities and to ensure the Council can continue to deliver sustainable care and support services.

The proposed changes will only impact on customers who contribute towards care services in their own home and will not impact on those contributing towards care in a permanent residential care setting.

The proposed Changes

- To take into account 100% of disposable income¹, the Council currently only takes into account 80% of disposable income.
- To take the full rate of attendance allowance into account when assessing how much people need to contribute. The Council currently only takes the lower rate into account even if the individual receives the higher amount.
- To update the list of allowable Disability Related Expenses (DRE). DRE items are things people have to spend money on as a result of a disability or illness and are disregarded when calculating how much people may have to contribute.

The Consultation Process-The consultation will run for three months and is scheduled to end on June the 6th. Customers who are likely to be affected by any

¹ Disposable income is the amount of money and individual has available after Household expenses, general living allowance and any disability related expenditures have been accounted for.

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changes were contacted via letter to set out the proposals and encourage them to get involved. In addition to these individual letters a series of public meetings have been facilitated by Healthwatch Wiltshire.

How people can get involved- The consultation survey can be found on the Councils website

<http://www.wiltshire.gov.uk/news/articles/httpwwwwiltshiregovuknewsarticlescare-services-policies-consultation>

People can contact the Council or Healthwatch Wiltshire to request paper copies of the survey, pose individual questions or organise one to one meetings.

For more information please contact Olly Spence olly.spence@wiltshire.gov.uk

Chairman's Announcements

Subject:	Carers in Wiltshire: Joint Strategy 2016 - 2020
Officer Contact Details:	Karen Walters, Community Commissioner (Carers)
Weblink:	http://consult.wiltshire.gov.uk/portal

Wiltshire Council and NHS Wiltshire Clinical Commissioning Group, in consultation with their other strategic partners (especially Carer Support Wiltshire, Wiltshire Parent Carer Council and Spurgeons) and over 50 carers have developed a new strategy for carers. The draft document is now available for the public to view and comment on before being finalised. It can be viewed in full on the council's consultations webpage:

<http://consult.wiltshire.gov.uk/portal>

Information postcards and leaflets are also available at this meeting.

Publicity materials can be provided from Karen Walters, Wiltshire Council, for any partners who would be willing to support spreading the message or if you would like to invite her to attend any local carer groups or meetings during the consultation period.

Please feedback comments by **13 July 2016** to: Karen Walters, Community Commissioner (Carers) at:

Address: County Hall, Bythesea Road, Trowbridge BA14 8JN

Email: Karen.walters@wiltshire.gov.uk

Mobile: 07876 393890

Who do we mean when we talk about carers?

Anyone can become a carer. A carer is someone of any age, including a child (young carer), who provides unpaid support to a family member or friend who could not always manage without this help. This could be caring for a relative (a parent, grandparent, sibling, child, spouse, partner) or friend who is ill, frail, disabled or who has mental health or substance misuse problems. They should not be confused with paid or volunteer support workers.

Most people are likely to be undertaking a caring role at some point in their lives, with many of us needing to access some form of information, advice and support during this difficult time.

Have we got things right in the new strategy?

We believe we have a strategy that is truly representative of the needs of Wiltshire carers. However, now is the time for you to have your say and influence the way services are commissioned over the next 4 years.

We invite members of the public, especially carers, to comment on this document to influence the future commissioning of support for carers in Wiltshire. We need you to tell us if we have got things right. We also want to

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know if you, as a carer, feel represented within this strategy and if not, what is it you would like to see added or changed. What services do you currently access (if any) that you value and why they are important to you?

We invite organisations and business in Wiltshire to comment on the document and to inform us of any contributions they are already making or could make, in order to support the delivery of this strategy.

A detailed action plan will be developed once the strategy is finalised to support its delivery.

Why is this strategy needed?

A Carers UK press release on 12 November 2015 stated “Unpaid carers save the UK **£132 billion a year** – the cost of a second NHS.”¹

70% of the 47,608² carers living in Wiltshire continue to remain hidden and it is believed that many of these people will not be aware of their carer status. Accessible information and advice is therefore vital to ensure that these people know where to get help and support when they need it.

The Care Act places additional duties on social care services in assessing and addressing the needs of carers. Carers now have parity of esteem with those people they care for. We need to ensure that carers' of people with mental health issues are able to access appropriate services to meet their needs. There is a requirement for all health, social care and educational professionals to identify young carers and ensure their needs are being met and that they are not carrying out inappropriate caring roles.

The 2015 Healthwatch report “Unpaid Carers in Wiltshire: help in a crisis” highlights the need to review how we support carers in a crisis. Whilst early intervention and prevention measures is expected to reduce the likelihood of this point being reached, there will be unavoidable circumstances when a carer reaches crisis point and it is vital targeted support is available to help them when they reach this point.

Our shared vision for carers in Wiltshire:

Wiltshire cares for carers by ensuring that carers living in Wiltshire are identified and accepted as expert partners in care; are well informed; and maintain a good quality of life and healthy lifestyle outside of their caring responsibility.

To find out more please read the full strategy and / or contact Karen Walters direct.

¹ Valuing Carers 2015 – the rising value of carers' support Lisa Buckner (University of Leeds), Sue Yeandle (University of Sheffield)

² Census 2011

Chairman's Announcements

Devizes Community Area Board

16th May 2016



1. Neighbourhood Policing Team

Sergeant:	Vincent Logue
Town Centre:	PC James Twyford PC Jon Bedbrook PCSO Paula Yarranton PCSO Kelly Watts PCSO Melissa Camilleri PCSO Sue Greenway PCSO Sam Burnside
Rural:	PC Jo Newbery PCSO Fiona Marno PCSO Ellen Carter

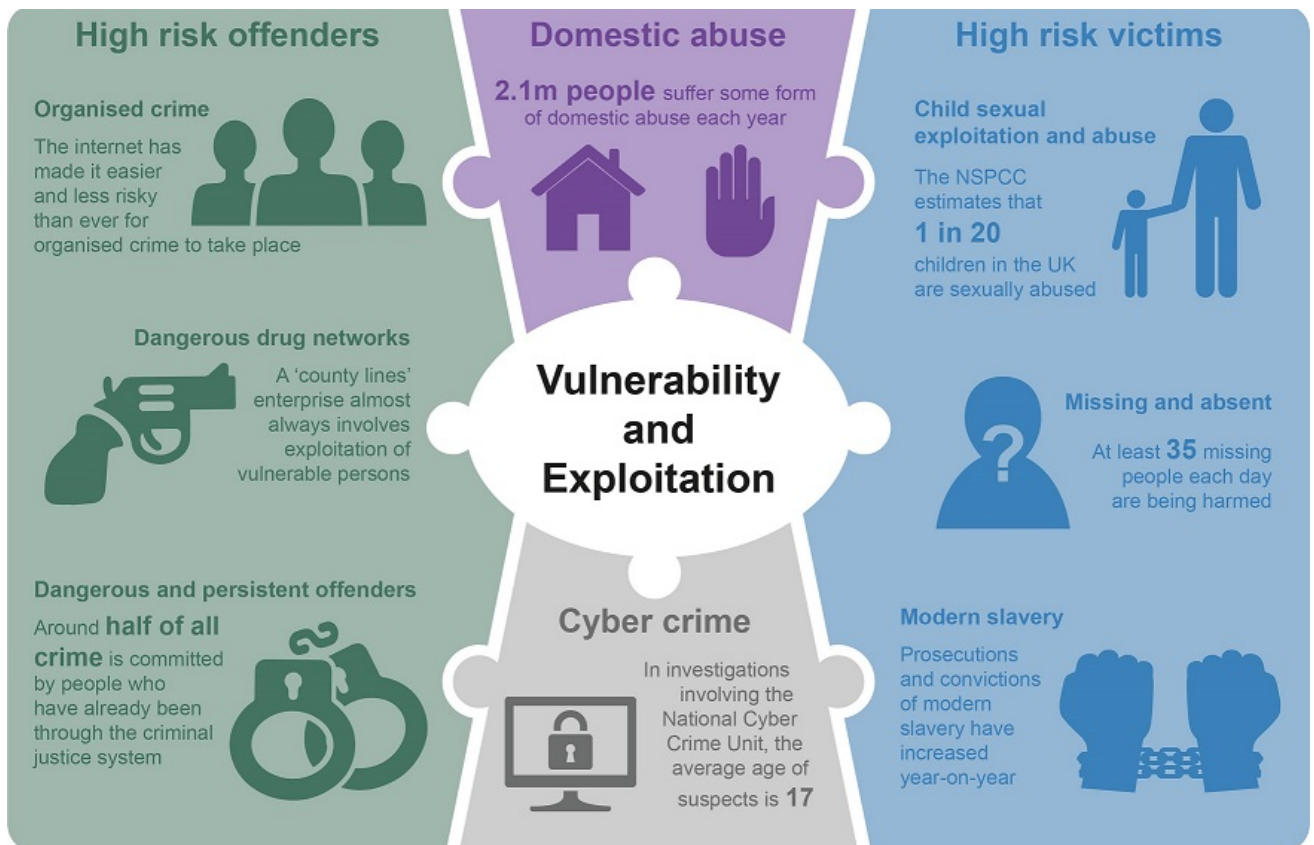
2. Local Issues and crime:

The perennial problem of cars being broken into at remote locations becomes greater when the weather improves and already this year we have started to see a rise in this type of incident. Police all over the country have for as long as anyone can remember been advising motorists not to leave valuables in unattended cars yet people are still becoming victims of this crime because they leave such things as handbags in plain view in their cars while they walk their dogs or simply go for a walk. Our team patrol these areas and issue advice to motorists especially when they see them about to walk away from their car with valuables inside. The most common comment we hear is "I'm only going to be 10 minutes", but the fact is it takes about 5 seconds to smash a window and grab a bag from inside a car and within 30 seconds the offenders will be gone.

Please don't become a victim of this crime type – Don't leave valuables in your unattended cars, not even for a minute

3. Wiltshire Police Control strategy

On page 2 you will see the current Wiltshire Police Control Strategy. It sets out which areas we will prioritise which are the areas of risk of significant harm to the public, or to sections of the public, and in particular the vulnerable.



Cybercrime

Cybercrime is a growing area of crime (Wiltshire Police has seen a 26% increase in reports of cyber related crime in the last year). Criminals are moving online and there is an increasing cyber element to many traditional crimes.

Wiltshire Police is in the process of training every officer in identifying and dealing with Cyber Crime. Some simple tips are:

Do not click on links on unsolicited emails – These may be 'phishing' emails that try to 'pharm' your username and password. Most common are emails that look like they are from your bank. Instead, go to your internet browser and type in the bank's URL – eg www.nationwide.co.uk and log in from there.

When you are about to log in to an account, make sure the URL in the address bar has the following prefix <https://> as opposed to <http://> The 's' shows that the website you are on is secure and encrypted. Eg <https://onlinebanking.nationwide.co.uk/AccessManagement/Login>

Do not tell anyone your password – for example, a call from someone stating they are calling from your bank – Bank staff will NEVER ask for your password or PIN.

Wiltshire Police have a dedicated Cybercrime Facebook page 'CyberBee WiseWilts' which aims to help people to avoid becoming victims of cybercrime. There are regular cyber safety messages and updates so this is well worth visiting, particularly as 80% of cybercrime can be prevented by following simple online security advice.

Domestic Abuse

Devizes NPT regularly has involvement in attending incidents of domestic abuse and through liaison with other departments within Wiltshire Police we are able to identify those people who are repeat victims so that safeguarding measures can be put in place.

Please report incidents of domestic abuse to the police if you feel it is happening within a family near you.

High Risk Victims

I have mentioned previously the crime area of particular concern where older residents are visited at their homes by persons who then steal money from them. NPT officers continue to prioritise the reassurance and protection provided to those that have been victims of these crimes and giving advice to elderly residents and the most vulnerable in our communities to help reduce the likelihood of their criminal exploitation.

It is important to note that there have been no new offences of this nature in this reporting period.

The advice is not to let anyone into your address who you do not know and to report any suspicious incidents to the Police. Do not pay any money up front for any services offered. We ask you to keep an eye on older neighbours and to make a note of any descriptions of persons knocking door to door and also registration numbers of vehicles. Please report any suspicious activity **immediately** to the police via 999.

If you have any general concerns about a vulnerable person being the victim of crime, please contact Wiltshire Police.

High Risk Offenders

The NPT work closely with the Public Protection Department to identify persistent or dangerous offenders, to engage with them and to take positive action where required. The offender management department, NPT and Response officers continuously visit these people with a view to disrupting their criminal activity. If you have any information that can assist Wiltshire Police, you can report it to us directly or through Crimestoppers anonymously by telephone on 0800555111 or online at www.crimestoppers-uk.org

It is a fact that 60% of organised criminals are involved in drugs supply.

4. Other issues

PC's Andy List and Chris Mead have now left the team and taken on new roles. We have 2 new Community Beat Managers who will cover Devizes town area. PC James Twyford has joined us from Response, he has previous knowledge of Devizes. PC Jon Bedbrook has joined the team from the Offender Management Unit giving him a headstart in getting to know our repeat and high risk offenders. I am confident that both will be assets to the team.

Nick Mawson

Sector Inspector,
Devizes, Melksham, Pewsey & Marlborough



Area Board Update - May 2016

Happy birthday!

The health and social care information website, Your Care Your Support Wiltshire, had its first birthday on 1 April 2015. During the year, it has been viewed 164,669 times and has been visited by 20,669 users. Of those who visited, 67% were new to the site whilst approximately 33% were return users. The most popular pages on the site were:



- Paying for Care
- How do I get care and support in Wiltshire?
- Living with a disability/learning disability

The website is still developing and we are calling on local areas and people to provide us with feedback about its content and accessibility. www.yourcareyoursupportwiltshire.org.uk

Listening to children and young people

Working in partnership with Community First Youth Action Wiltshire, Healthwatch Wiltshire has established a group of around 10 Young Listeners. Supported with training these young people are helping Healthwatch to understand the needs, experiences and concerns of children and young people who use health and social care services and to speak out on their behalf. The group is expected to carry out around 150 'listening' over a year and is currently focused on the themes of living with Special Educational Needs and/or Disabilities (SEND); life as a young carer; and emotional wellbeing and mental health.

"I thought we would just do some listening and hand in the sheets, and I thought it would be quite boring. I have really gained so much confidence by doing this project and I can see the difference we can make." - Young Listener.

Dementia Awareness Week 15-21 May 2016

This year's Dementia Awareness Week, 15 - 21 May, will encourage people who are worried about dementia to confront their worries by addressing dementia directly and coming forward for information and support. Dementia can be scary and many people don't know where to turn, but in Wiltshire there are organisations dedicated to supporting local people including Alzheimer's Support, Alzheimer's Society, and Carers Support Wiltshire.

As part of Dementia Awareness week Healthwatch Wiltshire and the Alzheimer's Society are holding a 'Drop In' Dementia event in Chippenham (**Tuesday 17th May 2 - 4pm, Neeld Community and Arts Centre, Borough Parade, Chippenham, SN15 3WL**). Come and join us for tea, cake and chat!

For more information about dementia and local services you can contact Healthwatch Wiltshire or check out Your Care Your Support Wiltshire: www.yourcareyoursupportwiltshire.org.uk/health-and-social-care/information-for-people-with-dementia.aspx. Healthwatch Wiltshire is also keen to hear from local people about their experiences of services.

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk



Devizes Area Board
16 May 2016

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

1. Purpose of the Report

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

2. Background

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

3. Main Considerations

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

4. Financial and Resource Implications

4.1. None.

5. Legal Implications

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

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

6. Environmental Impact of the Proposals

6.1 None.

7. Equality and Diversity Implications

7.1 None.

8. Delegation

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

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

9. Recommendation

9.1 The Area Board is requested to:

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

Report Author:

Libby Beale (Senior Democratic Services Officer) Elizabeth.beale@wiltshire.gov.uk
01225 718214

Appendices:

Appendix A – list of appointments to Outside Bodies

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

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

Unpublished background documents relied upon in the preparation of this report

None.

WILTSHIRE COUNCIL OUTSIDE BODIES

Outside Body Title (A to Z)	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Representative (s)
Devizes & District Association for the Disabled Executive Committee	Area Board - Devizes	To continue representation for the disabled in the Devizes Area Community	Provide support and assistance to the disabled	Meetings organised when required	Yes	1	Cllr Sue Evans
Devizes Air Quality and Transport Strategy Working Group	Area Board - Devizes	Local representation		4 meetings per year	Yes	1	Cllr Anna Cuthbert
Devizes Development Partnership	Area Board - Devizes	Public sector representation essential.	Steer the work of the Town Centre Manager. Economic and social development of the Devizes area	4 meetings per year	Yes	1	Cllr Richard Gamble (Cllr Simon Jacobs, Cllr Peter Evans additional representatives as required)
Devizes Leisure Centre Group	Area Board - Devizes		Informal	Ad-hoc			Cllr Simon Jacobs, Cllr Sue Evans
Devizes Local Youth Network (LYN)	Area Board - Devizes	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	Up to 2	Cllr Anna Cuthbert , Cllr Simon Jacobs

Appointments to Working Groups Devizes Area Board

Community Area Transport Group:

- Devizes Community Area Partnership- Kate Freeman
- Devizes Town Council- Kelvin Nash
- Cycle Devizes- Margaret Nightingale, Tony Cosstick
- Parish Councils- Steve Valentine, Ann Lumb, Pat Straw
- Devizes Area Board- Cllr Peter Evans, Cllr Philip Whitehead (Chairman)

Officers to support as necessary.

Shadow Community Operations Board:

- Town and Parish Council representative- Nigel Carter
- Devizes Area Board- Cllr Peter Evans
- User and Community Group representative-Jasper Selwin
- User and Community Group representative-Mike Weston
- User and Community Group representative-Zoe Millington
- User and Community Group representative-David Dawson

Officers to support as necessary.

LYN Management Group

- Wiltshire Council officer from Early Help
- Apprentice Youth Worker- Jack Oatley
- Community Engagement Manager- Graeme Morrison
- Devizes Area Board -Cllr Anna Cuthbert and Cllr Simon Jacobs (Chairman)
- Devizes parishes representatives
- Devizes School Governor -Kerry Rose
- Voluntary and Community Sector representative- Damian Haasjes
- Devizes Neighbourhood Police Team representatives-Andy List, Ellen Carter
- Devizes Town Council -Cllr Andy Johnson
- Devizes Youth representative
- Youth for Christ representative- Steve Dewar
- Wiltshire Young Persons Disabled Group representative- young person
- SEND representation- young person
- Lavington School representative- young person
- Devizes School representative- young person
- Rowdeford School representative- young person
- Downlands School representative- young person
- Dauntsey School representative- young person
- Swindon college representative- young person
- Lavington School representative- Daniela De Cet
- Devizes School representative
- Rowdeford School representative

- Downlands School representative
- Dauntsey School representative

In addition to the above, other young people from Devizes Community Area are encouraged to attend meetings of the LYN Management Group.

Devizes Air Quality and Transport Strategy group:

- Senior Transport Planner- Martin Aldam
- Devizes Town Council- Cllr Peter Evans
- DCAP - Kate Freeman
- Trust for Devizes- Philippa Morgan
- Public Health- Rachel Kent
- Parish Council Representatives
- Devizes Area Board- Cllr Anna Cuthbert (Chairman)

Officers to support as necessary.

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

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

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

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

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

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

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

Appointment of CATG Members

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

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

Media Relations

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

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

Meetings

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

Officer Support

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

Terms of Reference

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

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

Terms of Reference

1. Small scale transport schemes – discretionary funding

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

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

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

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

(Cabinet Member Decision HT-026-11)

3. C & UC roads speed limit review

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

(Cabinet Member Decision HT-027-11)

4. Waiting restrictions

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

(Cabinet Member Decision HT-031-11)

5. 20mph speed restrictions – review and implementation

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

(Cabinet Member Decision HSB-007-13)

6. Other decisions

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

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.

The Preliminary Management Project will initially be focused on Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett. This will encompass the creation of 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 preliminary management project will be in place from April 2011 through to April 2013 unless 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:

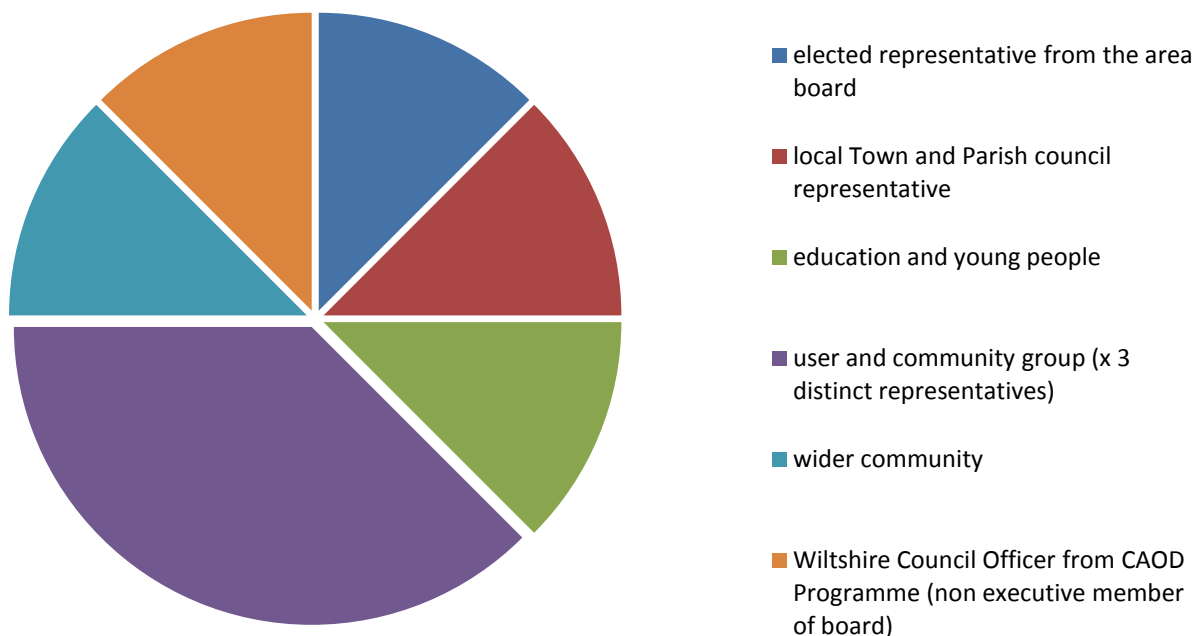
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive 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.

Version3 – 5/4/11

- (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 three 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 Campus and Operational Delivery Programme team 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.

4 Roles and responsibility

4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability for the preliminary management project 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 not for profit distributing 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 preliminary management project.
- (ii) There may be elements or decisions required within the preliminary management project 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 endeavour 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

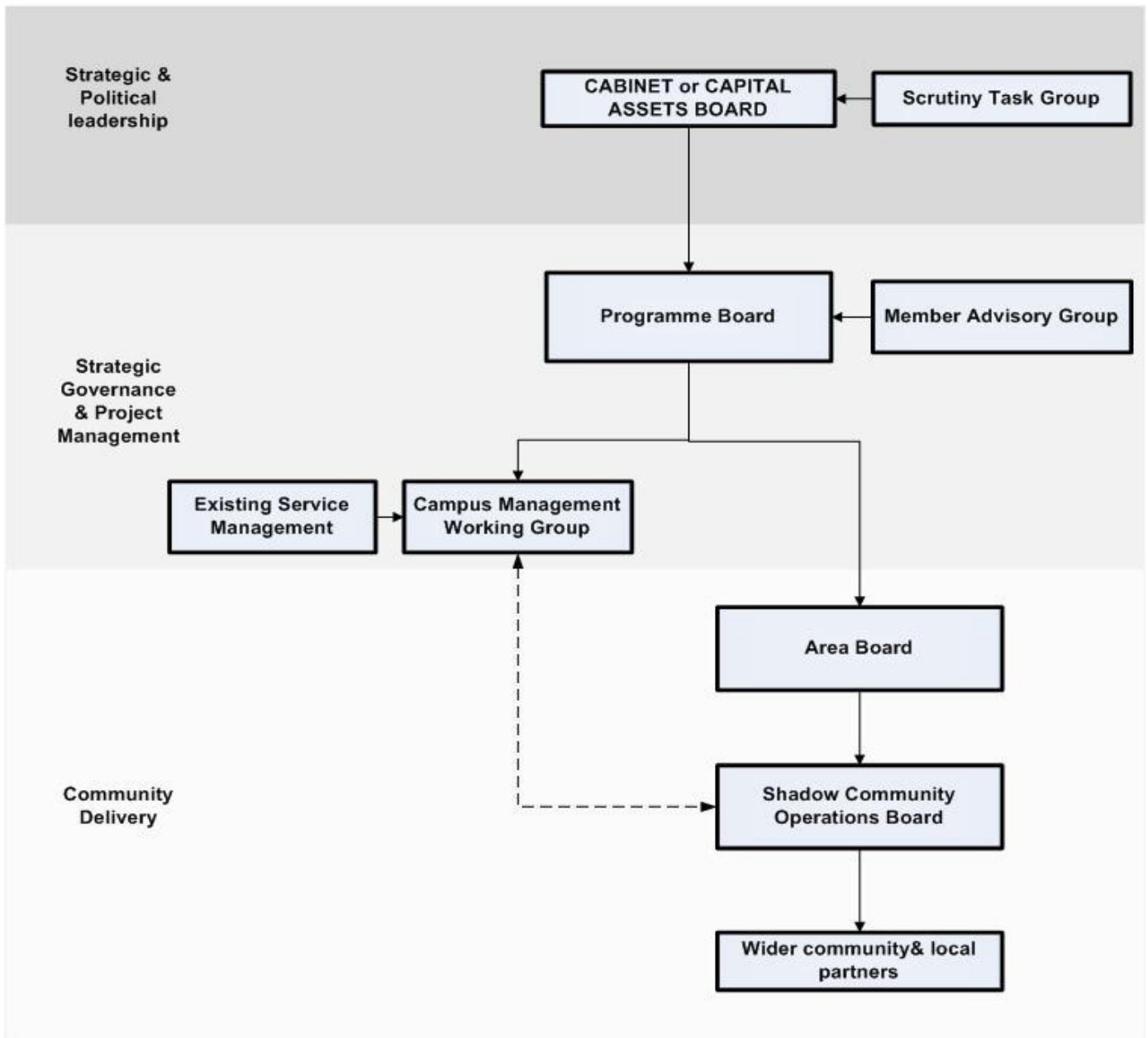
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or items are confidential. 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

The project remit currently extends up to April 2013. Prior to this 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



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

September 2014

1. Purpose

Definition of a Local Youth Network

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

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

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

2. Membership

The LYN may include representatives of:

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

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

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

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

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

Roles of all members of the LYN

All members will be required to:

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

3. Structure and operation

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

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

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

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

The management group will be supported by:

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

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

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

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

Key responsibilities for the management group include:

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

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

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

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

4. Media Relations

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

5. Review

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

Report to Devizes Area Board
Date of meeting 16th May 2016
Title of report Youth Grant Funding

Purpose of the Report:

To consider the applications for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group.

Applicant	Amount requested	LYN Management Group recommendation
Caenhill Countryside Centre	£4225	Fully recommend funding for this project

1. Background

The recommendation from the LYN Management Group has been made in accordance with the following guidelines:

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

Young people have considered this application and identified it as a priority for Area Board funding.

2. Main Considerations

- 2.1. Councillors will need to be satisfied that Youth Grant Funding awarded in the 2016/2017 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.
- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

Ensuring that Community Area Boards and LYNs fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children and young people. The Community Youth Officer has assessed this application agreed it meets safeguarding requirements.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
284	Caenhill Countryside Centre	Resources and Accreditation for Informal Learning	£4225
Project description The Caenhill Countryside Centre is a rural learning centre where farming links to education, rural skills countryside life, and supported training. We work with schools and children and young peoples groups to encourage learning outside the classroom. We support children through their schools and youth groups to encourage a learning pattern and personal development. Our curriculum supported programme works with teaching staff to encourage the student. To take our project forward we will support young people and offer them supported training with achievable outcomes to offer them a forward pathway and future choices.			
Recommendation of the Local Youth Network Management Group Recommended			

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

Wendy Higginson, Community Youth Officer,
Tel 07917174623 email wendy.higginson@wiltshire.gov.uk

Local Youth Network Management Group Record of

Notes and Actions from 11th April 2016

Area	Devizes Community Area				
Date	11 th April 16	Times	5.30 - 7pm	Venue	Potterne Youth Club
Present	Karen Brown CYO interim cover Devizes Community Area Graeme Morrison Community Engagement Manager, Wiltshire Council Nikki Lockyer Potterne Youth Club Steve Dewar Youth For Christ Cllr Simon Jacobs LYN Management Group Chair & Wiltshire Council				
Apologies	Jack Oatley Apprentice Youth Worker Devizes, Wiltshire Council Cllr Andy Johnson Devizes Town Council Cllr (youth focus)				
Agenda Items/Notes and Actions					
1	Everyone introduced themselves and Simon welcomed everyone to the meeting.				
2	<p>Action Points and notes from previous meeting</p> <p>Devizes Youth Club We believe things have settled down with Devizes Youthy, both pool table have remained, not sure about the bar area. Karen informed the group that Sam has left the group and they are readvertising the post – 36 applicants to be short listed.</p> <p>Lunch Club Issues around setting up times with the lunch group but Alex from the school has this in hand.</p> <p>LGBT Group Discussion had about the LGBT group and the way forward as Sam has left and at the moment no young people are attending, after looking at once a month or continuing as is or cancelling it was decided to contact the original group of young people who attended and ask their opinions before making a final decision. Simon has offered the use of his board room to hold a meeting with them if they would prefer to meet as a group.</p> <p>Eisteddfod Simon advised the LYN that the Eisteddfod was going from strength to strength and looked to be a good event with 12 choirs to perform.</p> <p>Breaside It was noted the Wendy had been back to Breaside regarding their bid, it was</p>				

	<p>understood that they had been told that they couldn't apply as they were part of Wiltshire Council.</p> <p>Podium.me Graham has asked for help with the promotion of this project, the concern if any is that is on a Saturday morning and therefore will need to be pushed in terms of publicity to ensure the greatest number of young people benefit from the project.</p> <p>Youth For Christ Pop up Summer Café Application was agreed at the last area board, Karen noted that it hadn't moved on the system. Wendy / Graham to look into this.</p> <p>Question also raised about the urbie and whether external groups could use it as they had completed the MIDAS minibuss training.</p>
3	<p>Grant funding Caenhill Community Centre £4425 The bid is to cover accreditation of the staff at the centre training and accreditation for young people, the provision of craft storage and a kiln, 4 taster course, DBS's, course materials and 10 student credits. After discussion it was agreed to support this application</p> <p>Graham has seen the the funding figures for the new financial year and it is 10% less than last years as expected with about £8000 being rolled forward. To be confirmed at next LYN meeting</p> <p>Clean for the Queen There was a good reponse from the community for this event and Simon asked is there a legacy we could take from this event. Is there a way of involving groups from the community to continue with the initiative. What could we do to involve youth groups with this , could we set up a competition? Could we look at a sponsored litter pick for local charities? Graham said that a new Clean up Devizes group was in existence and maybe we could tie in with that some how. Another suggestion was to involve the schools. Graham and Simon to meet with Devizes school and will add this to the agenda.</p> <p>Forest regeneration Looking to regenerate a wooded area called Pine Walk, it would involve working with GRIST invironmental and ACER to create a new youth group to regenerate the area. The aim would be to eventually link the green spaces in Devizes together. The understanding is that there is interest from scouts and Steve suggested asking the air and sea cadets if they would like to be involved as well. Work to start in September after bird nesting season. It was suggested that upcoming events could be advertised through the pop up cafe, promotional material would need to be provided. Funding would be sought through the area board and the LYN</p> <p>AOB 7 Local youth facilitator posts will replace the 18 CYO posts possible implications could involve less support for new groups. Existing groups will be able to follow the</p>

<p>existing routes for funding. One suggestion would be in asking for volunteers to support volunteers and new groups. Need to ensure the funding is advertised within the local parishes and a suggestion was made to ensure LYN notes were sent to local parishes to keep them informed.</p> <p>Time credits – Graham is talking to the CEM in Melksham to look at how time credits could work in Devizes. Karen explained that Wiltshire Council leisure Centres would no longer be accepting time credits. It was felt this would be a good way forward to encourage people to give volunteering a try.</p> <p>Date of next meeting Graham, Simon and Wendy will arrange a date and send it out asap. Steve offered the use of Potterne youth centre as a venue for future meetings.</p>	
Recommendations to Area Board	
the application for youth grant funding were fully recommended by the Devizes Local Youth Network Management Group, as detailed above.	
Other Actions	
1	Talk to existing LGBT members about a way forward
2	Clean for the Queen legacy agenda item for school meeting
3	Approach groups for the forest regeneration project
4	
5	
6	
Dates of Next meetings	TBC
Notes Taken By	Karen Brown
Position	CYO

Chairman's Announcements

Subject:	Meet the Funder event 22 June 2016
Officer Contact Details:	Wiltshire Community Foundation info@wiltshirecf.org.uk
Weblink:	Event Brite- ticket purchase

Wiltshire Community Foundation is hosting a 'Meet the Funder' event for voluntary and community groups with speakers including The BIG Lottery and Power to Change with a range of workshops during the day about funding available and how to apply.

Date: Wednesday 22nd June 2016

Registration: 9:30am for start at 10am.

Venue: Devizes Corn Exchange

Cost: £8.50 per person with a light lunch provided

Finish: 3pm.

When you book, please select two workshops to attend – one in the morning and one in the afternoon:

AM

- Workshop A: Better Applications, Jane Butler, Wiltshire Community Foundation
- Workshop B: Crowdfunding, Globalgiving.com
- Workshop C: WASP Sports Funding

PM

- Workshop D: BIG Lottery Applications, Tim Temple
- Workshop E: Crowdfunding, Globalgiving.com
- Workshop F: Demonstrating Impact, Heidi Yorke

Chairman's Announcements

Subject:	Groundwork and Tesco 'Bags of Help' funding
Officer Contact Details:	Caroline McKenna Caroline.mckenna@groundwork.org.uk
Weblink:	http://www.groundwork.org.uk/Sites/tescocommunityscheme

Groundwork have partnered with Tesco to deliver a new community grants scheme. Last funding round there were many successful projects from across Wiltshire and we would like even more applications this round!

The Tesco Bags of Help scheme was launched in October 2015 and enables local community groups to apply for money to develop local resources and promote greener living and working. There are grants of £8,000, £10,000 and £12,000 available.

There are several rounds of applications throughout the programme and the first round of funding completed in February. Over 8 million Tesco customers voted across 2,500 stores nationwide for variety of community group projects, and from this nearly £13 million will be awarded to 1,284 community groups.

The second round of funding applications is now open and application process will be ongoing until 3rd June. To find out more, go to our website at <http://www.groundwork.org.uk/tescocommunityscheme>

As part of our work to promote the programme across the South West region, we would also be interested in any funding events we may be able to attend to provide information to prospective applicants, so if you have any relevant events or groups you think this may be applicable to, please get in touch.

Report to Devizes Area Board
Date of meeting 16 May 2016
Title of report Community Area Grant funding

Purpose of the Report:

To consider a councillor-led initiative requesting funding from the Area Board.

Applicant	Amount requested
Cllr Laura Mayes	£1,232

1. Background

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

2. Main Considerations

- 2.1. Councillors will need to be satisfied that funding awarded in the 2016/2017 year is made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
- 2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria and practice papers for [councillor-led initiatives](#)
- 2.4. Best practice advises that applications relating to young people or highways and transport should be considered by, and seek a recommendation from, the Local Youth Network or Community Area Transport Group.

3. Environmental & Community Implications

Councillor led-projects are designed to enable councillors to tackle issues in their area, including projects and initiatives which have been initiated by the community eg. a community issue. Councillor-led projects should not be used to fill gaps where there are service shortfalls or where it is possible for the matter to be resolved through the use of the Community Area Grants scheme.

4. Financial Implications

Financial provision had been made to cover this expenditure. The Community Area Grants scheme which funds Councillor-led initiatives can only provide capital funding.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

Report to Devizes Area Board
Date of meeting 16 May 2016
Title of report Community Area Grant funding

Purpose of the Report:

To consider the applications for funding listed below.

Applicant	Amount requested
Devizes Sports Club	£5,000
Devizes Leg Club	£3,250
The Parents and Friends of Holy Trinity School	£2,500
Rowdeford Charitable Trust	£5,000
Friends of the Garden	£560

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance available here: <http://www.wiltshire.gov.uk/community-area-grants-criteria-2015-16-april.pdf>

The funding criteria and application forms are available on the council's website: <http://www.wiltshire.gov.uk/council/areaboards/areaboardscommunitygrantsscheme.htm>

2. Main Considerations

- 2.1. Councillors will need to be satisfied that funding awarded in the 2015/2016 year is made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
- 2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

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

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

8. Safeguarding Implications

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

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
ID 1608	Devizes Sports Club	Tables and Chairs	£5,000
Project description Devizes Sports Club are looking to replace our current old damaged and uncomfortable tables and chairs to make the Sports Club a more attractive venue for function letting. The aim is to generate additional income from additional lets of the Sports Club. The current tables and chairs do not promote a positive image when hiring the venue for meetings weddings and parties.			
Proposal That the Area Board determines the application from Devizes Sports Club for £5,000.00			

Application ID	Applicant	Project Proposal	Requested
ID 1831	Devizes Leg Club	Devizes Leg Club	£3,250
Project description The Leg Club will run independently but is overseen by The Ellie Lyndsay Leg Club Foundation. There are fourteen such clubs throughout Britain. The club will provide treatment and education for people with Leg Ulcers. Although providing a medical treatment the emphasis will be on Social interaction. We hope to develop additional services that enhance wellbeing. Moreover we want to develop the social aspect of the club and encourage users to participate in the additional activities even after their legs have healed. The club will be a valuable community resource for health as well as social and general wellbeing especially for our older population.			
Proposal That the Area Board determines the application from Devizes Leg Club for £3,250			

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Application ID	Applicant	Project Proposal	Requested
ID 1759	Parents and Friends of Holy Trinity School	Outdoor Classroom	£2,500
<p>Project description</p> <p>To build a rustic Outdoor Classroom - 4x3m - that has been conceptualised by the pupils and designed by an external company that we intend to share with the surrounding community. The school PFA has been furiously fundraising and we have approximately 3000.00 yet to raise to make it a reality this Summer. It promises to be a unique space in the school grounds near what has become known as Bluebell Woods for outdoor teaching - forest school - wildlife and gardening projects - bug hotels - creative recycling - quiet reflection - performances - playground fun - learning and playing in nature.</p> <p>The children of Holy Trinity will benefit greatly from the Outdoor Classroom. The school intends to extend these learning opportunities to others in the surrounding area. Already the local nursery school has written a letter to express a keen interest in being able to use and explore the finished structure. The Outdoor Classroom also promises to be a nature hide - a space for reflection - a performance platform - and a play area. This is something not offered anywhere else in the local community and other groups are most welcome to reap the benefits. We expect word-of-mouth via school pupils and parents to spread the news and possible availability of the structure. Adults and children with special educational needs may benefit from outdoor learning. We also envisage local brownie groups, local artists, yoga classes delving into the outdoor space.</p>			
<p>Proposal</p> <p>That the Area Board determines the application from Parents and Friends of Holy Trinity School for £2,500.00</p>			

Application ID	Applicant	Project Proposal	Requested
ID 1935	Rowdeford Charitable Trust	Outdoor Classroom	£5,000
<p>Project description</p> <p>Within the curtilage of Rowdeford School in Wiltshire a State run school in a Grade II listed property there are two important woodland areas. Within one wood is a former school farm building now derelict that is thought to have been originally kennels for the local hunt. The Organisational Partnership of the School wish to restore and extend this as an Outdoor Learning Space to facilitate the delivery of Outdoors Learning education within the particular educational sphere of Special Educational Needs SEN. The intention is to create an exemplary facility that extends its work to involve the wider community volunteers visiting schools and offer training becoming a Centre of Excellence.</p> <p>The benefits will be to 180 pupils pa an additional 180 primary school children and community users.</p>			

<p>Proposal That the Area Board determines the application from Rowdeford Charitable Trust for £5,000</p>
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Application ID	Applicant	Project Proposal	Requested
ID 1865	Friends of the Garden	Display Units	£560

Project description

The Friends is a wholly voluntary organisation. Our objectives are to make sculpture accessible to a wide audience and to support sculptors in Wiltshire through a bursaries programme. Our popup exhibition shop sells smaller work by sculptors for immediate sale and makes an important contribution to our fundraising and sculptors sales. Meeting our objectives incurs high costs and requires substantial reserves. We have always had makeshift display units and a grant would allow us to commission plinths and A boards from Erlestoke Prison workshops and buy display tables from Ikea. All items are collapsible for ease of storage for all future events. Display material for the boards is being undertaken by Lavington school design students. The exhibition forms part of Pound Arts Rural Touring Arts programme and other charities Bobby Van and the Art Fund will run evening fundraisers during the exhibition. The local youth club runs a popup cafe to raise funds for its work.

Proposal

That the Area Board ratifies the decision by Graeme Morrison, Community Engagement Manager to award Friends of the Garden £560 using his discretionary mandate, as discussed with and approved by Cllr Simon Jacobs (Area Board Chair) and Cllr Phillip Whitehead (Area Board Vice Chair).

The reason for the urgency and need for this to be awarded using these powers was because the exhibition is due to start on 26 May, leaving insufficient time for the plinths to be commissioned, built and delivered once approval is received at the Area Board meeting on Monday 16 May.

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

Report Author Name, Graeme Morrison
 Tel: 01225 713573 Email: graeme.morrison@wiltshire.gov.uk

Wiltshire Council

Devizes Area Board

16 May 2016

Subject: Local Highways Investment Fund 2014 – 2020

Report Author: Parvis Khansari, Associate Director Highways and Transport

Executive Summary

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

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

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

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

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

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

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

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

Proposals

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

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

Reason for Proposal

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

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

Wiltshire Council

Devizes Area Board

Date of meeting

Subject: Local Highways Investment Fund 2014 – 2020

Report Author: Parvis Khansari, Associate Director Highways and Transport

Purpose of Report

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

Relevance to the Council's Business Plan

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

Background

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

Main Considerations for the Council

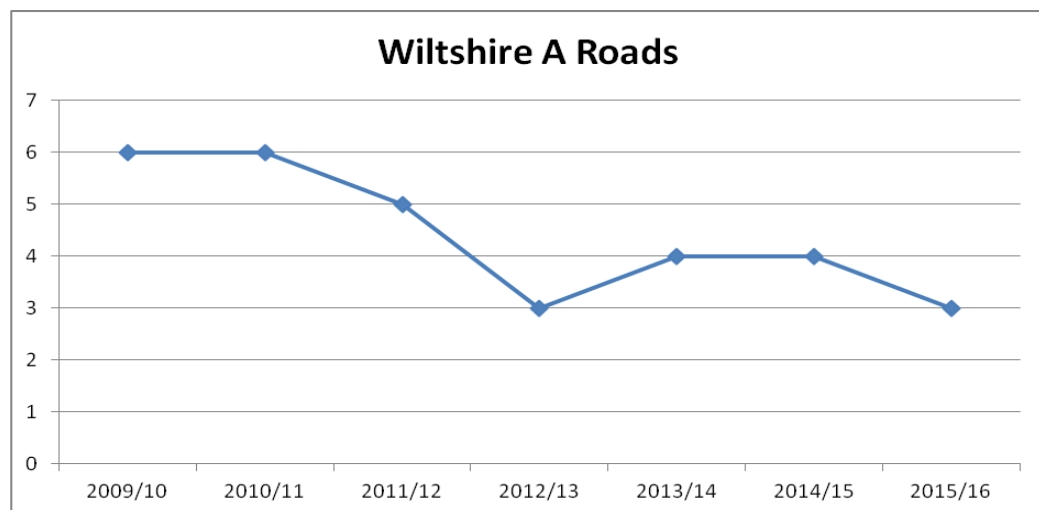
Local Highways Investment Fund 2014 - 2020

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

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

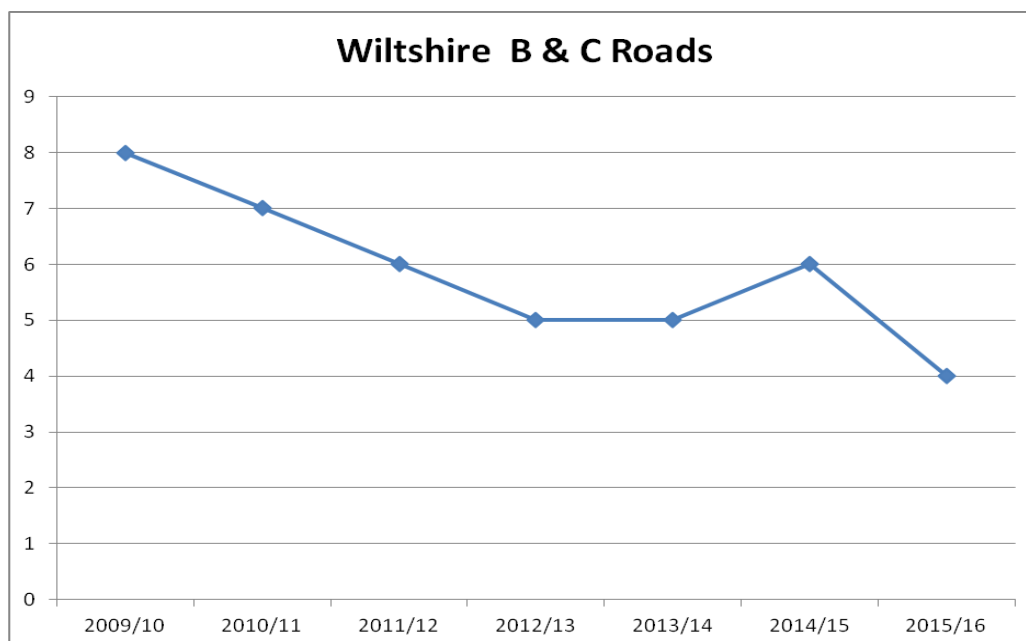
Condition of Roads in Wiltshire

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



Percentage of A Class Roads in Wiltshire in poor condition

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



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

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

Highways Maintenance Programme

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

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

Integrated Transport Schemes

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

Resilient Road Network

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

Safeguarding Implications

32. Does not apply.

Public Health Implications

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

Environmental and Climate Change Considerations

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

Equalities Impact of the Proposal

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

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

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

Risk Assessment

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

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

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

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

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

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

Financial Implications

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

Legal Implications

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

Options Considered

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

Conclusions

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

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Report Author:

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(e-mail peter.binley@wiltshire.gov.uk).

12th February 2016

Background Papers

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

Appendices

Appendix 1 – Highways Major Maintenance sites 2014 – 16

Appendix 2 – Potential Future Highways Maintenance Sites

Appendix 3 – Recent local CATG Schemes

Appendix 4 – Resilient Road Network

Completed Highways Major Maintenance 2014 to 2016 – Devizes Area Board

Road	Location	Recommended
A360	S bends near Woodridge Farm	Skid Resistance Improvements
A3102	Westbrook Road, junction with A342, Bromham	Skid Resistance Improvements
A361	Bath Road, junction with The Locks, Devizes	Skid Resistance Improvements
B3098	Westbury Road, east of junction with Townsend, Little Cheverell	Skid Resistance Improvements
U/C	Sleight Road, Nursteed	Surfacing
U/C	West Central Car Park, off Maryport Street	Surfacing
A360	Potterne Village to Devizes	Surfacing
U/C	Greystones, Bromham	Surfacing
U/C	Eastfield leading to The Spinney	Resurfacing
U/C	Hartmoor Road	Resurfacing and footways
U/C	Broadleas Road	Resurfacing

Road	Location	Recommended Treatment
U/C	Kingsley Road leading to Kingsley Gardens	Resurfacing
U/C	Allington Loop	Resurfacing
A361	Devizes, Horton Rd roundabout incl. Northbound & Southbound dual carriageway to West End, Bishops Cannings	Resurfacing
A342	A342 Devizes Road near Sandy Lane	Resurfacing
B3101	Marsh Lane, Rowde	Resurfacing
A361	A361 Caen Hill, Devizes	Resurfacing
C8	C8 Devizes to Pewsey	Surface dressing
A360	Chocolate Puddle, Cheveral Road	Resurfacing
U/C	Greengate Road, Wedhampton	Resurfacing
A360	A360 Potterne High Street	Resurfacing
C51	Chirton Park View, Urchfont	Surfacing

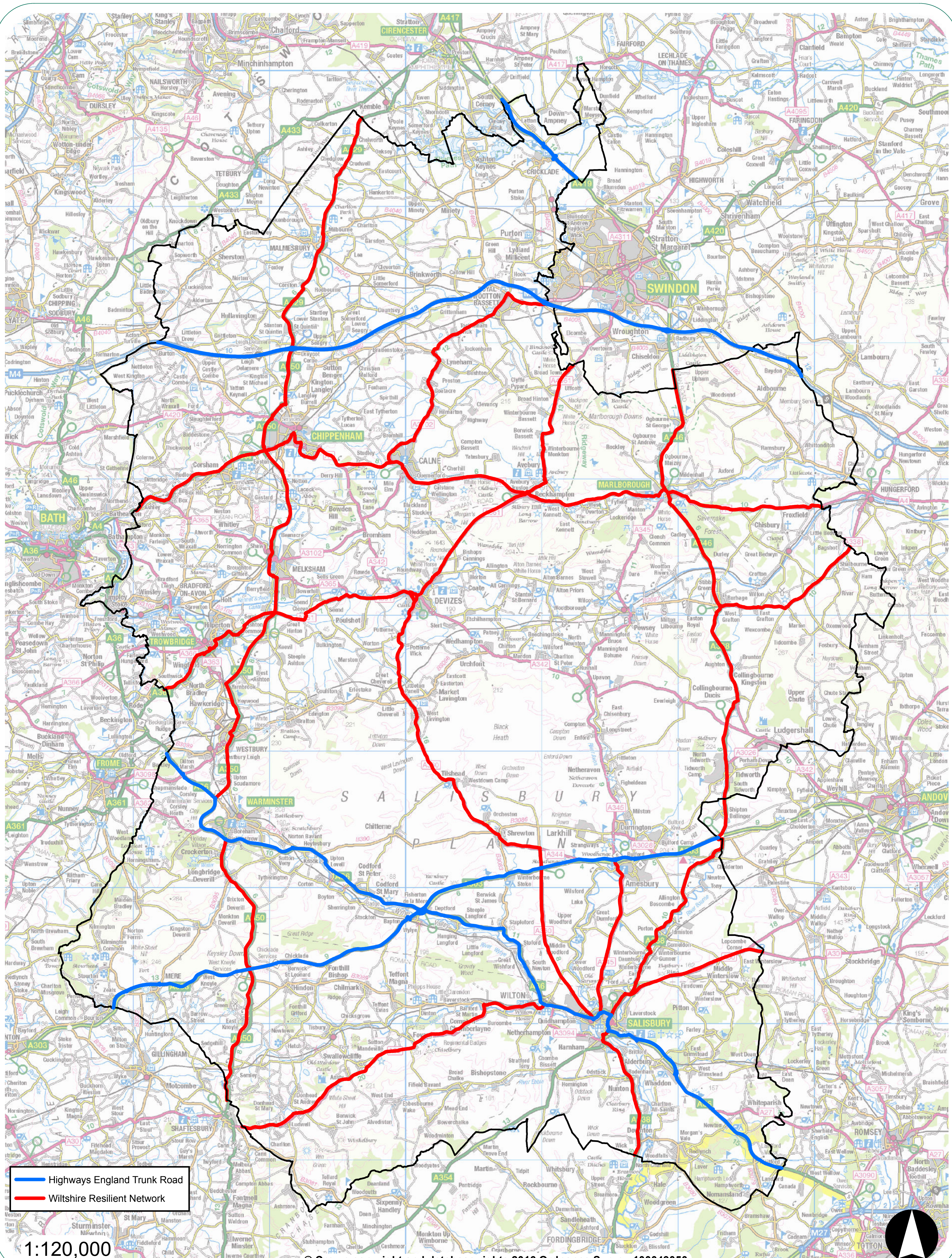
Proposed Highways Major Maintenance 2016/17 – Devizes Area Board

Road	Location	Recommended Treatment	Estimated Length (m)
A361	New park Street, Brewery Corner to the Castle Hotel, Devizes	Carriageway Repairs	400
A360	Long Street – Market Place to Southgate Roundabout, Devizes	Resurfacing	453
C20	Broadway Ledge Hill, Market Lavington	Resurfacing and Carriageway Repairs	2457
A342	Dunkirk Hill to Rowde	Resurfacing and Carriageway Repairs	1533
A3102	Westbrook Road, Bromham	Skid Resistance Improvements	130
A342	Wedhampton	Skid Resistance Improvements	90
C20	Bend at junction Cuckolds Green, Worton	Skid Resistance Improvements	120

Integrated Transport Completed Schemes 2014 to 2016

Devizes Area Board

Road	Location	Scheme Description
C20	C20 near Black Dog Crossroads	Warning signs and markings
B3098	Market Lavington , White Street	Warning sign and road markings
A342/ C255	Rowde High Street / Cock Road / Bunnies Lane	Signs and markings
A360	West Lavington	replacement bollards
A360	Frieth	CATG - Name plates
U/C	Great Cheverell, Green Lane	CATG - Speed limit investigation & Implementation
U/C	Rowde, Chestnut Close/ Springfield Road	CATG - Drop kerbs
C8 & C20	Speed limit implementation	CATG - Speed limit implementation
	Urchfont, Various	CATG - Bus stop hard standings & drop kerbs
C20	Worton	CATG - Drop kerbs and surfacing works
C249	C road speed limit reviews	CATG - Speed limit review and implementation
C40	Great Cheverell, High street	CATG - Drop kerbs and surfacing works
B3098	Urchfont, Village	CATG - 20mph speed limit
	Devizes	Rechargeable - Directions signs to Air Training Corps / ACF
A360	A360 Devizes to Littleton Panell	Road Marking Review
A361	A361 Devizes Bath Road	Road Marking Review
A361	A361 Devizes London Road	Road Marking Review
A360/ U/C	Devizes High Street / Wine Street	Road Marking Review
A342	A342 Bromham	Safety Scheme - Signs & markings
A360/ C20	A360 / C20 Black Dog Crossroads	Safety Scheme - Signs and markings
A360	A360 St John's Street Devizes	Safety Scheme - Signs & markings
A361	A361 Bishops Cannings	Safety scheme - Signing only
C20	C20 Worton Sundown Bends	Safety Scheme - Signs and markings
C20	C20 Worton - New Speed Limit	Speed limit - Signs & markings
C38	C38 Hilcott - 50 mph speed limit	Speed Limit - Signs & markings
A360 & A342	Devizes The Green, Potterne Rd & Nursteed	Substantive CATG - Upgrade Pedestrian crossings to Toucan's and Shared use cycle path
A342	A342 Rowde	Tourism signs to the Rowdey Cow Café



1:120,000

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG 30 March 2016

	Item	Update	Actions and recommendations	Priority 1= high 2= medium 3= low	Who
1.	Apologies	None			
2.	Notes of last meeting	The minutes of the previous meeting held on 17/09/2015 were circulated.	Agreed		
3.	Financial Position	£1,300 remaining £15,571 is 16/17 allocation Potential to spend whole budget in the first meeting of the year. Consensus is to ask for contributions to schemes			
4.	Current / Ongoing Schemes				
a)	Devizes East 20mph Speed Limit	Devizes TC have confirmed they do not wish to undertake any advance consultation. Traffic Regulation Orders are being drafted. Scheme cost reviewed and now estimated at £26,000. Suggested that a bid to the Substantive CATG allocation is made for the balance.	Being progressed by GR for completion Autumn 2016 if no significant delays. Decision made to proceed with £16k from the substantive pot. £10k contribution agreed by DTC.	2	GR
b)	4425 - Market Lavington 20mph Speed Limit Assessment & Road Markings	Assessment has been completed – see attached report. Initial estimate to implement the scheme is £10,000 Parish Council to be forwarded a copy of assessment and requested to contribute £2,500 towards scheme costs. Proposal for the road marking alterations have been	£7,500 agreed on the basis of MLPC agreeing to their contribution £2,500	n/a	GR

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG 30 March 2016

		ordered and due to be completed by 31/03.			
c)	Devizes, Avon Terrace / Rotherstone 20mph Assessment	Assessment has been completed – see attached report. Initial estimate to implement the scheme is £4,000 Parish Council to be forwarded a copy of assessment and requested to contribute £1,000 towards scheme costs.	Agreed to proceed with £3,000 from substantive pot, with £1,000 from PC		GR
d)	Etchilhampton C60 Speed Limit Assessment	Atkins have been commissioned to undertake review. Recommendations expected end of April 2016.	GR to bring results to next meeting		GR
e)	Issue No: 4146 Stonepit Lane, Urchfont Crossing point on B3098 http://services.wiltshire.gov.uk/Areaboard/get_areaboard_issue.php?id=4146	Scheme has been included in 2016/17 programme and assessment / estimate will be provided at the next meeting.			GR
f)	Issue No 4079 Market Lavington, Spin Hill/Ledge Hill. Request for new signage	Scheme has been included in 2016/17 programme. Costs are estimated at £500.	That the Area Board approves the expenditure		GR
g)	Little Cheverell – Low Road 'Unsuitable for HGV	Scheme has been included in 2016/17 programme. Costs are estimated at £750.	That the Area Board approves the expenditure		GR

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG 30 March 2016

	Signs'				
h)	Devizes – Rotherstone Planters for footway	DTC has confirmed that they support proposal. TC to liase with MB re; design and location	Malcolm Bevan is in talks with Devizes Town Council	1	MB
i)	Roundway – Windsor Drive Bus stop hardstanding.	Scheme to be investigated once existing priority one schemes are reduced to five.		2	GR
j)	Issue No: 4036 Victoria Road, Devizes Construction traffic for Southfields site driving on pavements due to parked cars http://services.wiltshire.gov.uk/Areaboard/get_areaboard_issue.php?id=4036	Scheme has been included in 2016/17 programme to provide preliminary design and estimate.	GR to investigate existing hardstanding to see if they can be used to save money.		GR
k)	4249 Devizes – Andover Road Signs advising of entrance to commercial recycling centre.	Scheme has been included in 2016/17 programme. (Scheme to be externally funded by applicant)	That the Area Board notes the update		GR
5.	New Requests and Issues Raised Since Last Meeting				
a)	Potterne – concern regarding ability to	Copy of report reissued to Potterne Parish Council (PPC).	PW met with Potterne PC. Potterne PC requested to make a contribution.		

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG 30 March 2016

	cross the A360 at 3 locations	PPC have returned comments to PW who has provided response. PW meet with PPC. PPC have submitted requested for informal crossing points & alterations to existing wall to improve visibility.	The timescale is likely to be end of 2016.		
b)	Roundway – Brickley Lane Removal of Traffic Calming outside of Lodge Cottage	Roundway Parish Council (RPC) have committed to undertaking consultation with affected residents. To provide update at meeting.	Situation ongoing - decision over speed bumps to be made shortly		
c)	Roundway – Windsor Drive (Nursted School)	Request for formal pedestrian crossing considered and rejected. Response received from School Governor re informal crossings. Query about Lay-by not possible due to legal reasons.			PW/GR
d)	4343 Greenhouse Road, All Cannings Request for 'Slow' road marking.	Issue has support of Parish Council. No collisions recorded in latest 3 year period.	GR to go back to PC for clarifications for location and reasons why they feel this is necessary.		GR
e)	4359 Little Cheverell – Low Road Request for 20mph restriction.	Request has support of Parish Council.	Ongoing GR dealing with this and possibility of metro counts etc		GR
	4440 C20 Worton Concerns regarding vehicles overshooting junctions & speed of	Issue has been submitted by Parish Council and include measures that they consider would resolve concerns. These include High Friction Surfacing, Double White Lines, Overtaking Bans and speed limits	Issue to be closed due to no justification for this from an engineering point of view		GM

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG 30 March 2016

	traffic.	To be considered by CATG.			
6.	Other agenda items				
a)	Potholes on the entrance to Great Cheverell (actually in the parish of Littel Cheverell) details to be sent to PW to enquire with highways maintenance team.				
b)	Victoria Road and residents parking situation raised. PW bringing it up with parking team - the will do a full survey in the area highlighted. PW to check that parking have got the details and that is on their radar				
7.	Recommendations and items for next Area Board meeting				
	As above				
8.	Date of Next Meeting				
	20 July 2016		Agreed		

Devizes Community Area Transport Group 30 March 2016

Report Author: Graeme Morrison

1. Environmental & Community Implications

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

2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Devizes Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Devizes Area Board will have a remaining Highways funding balance of **£xxxx**

3. Legal Implications

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

4. HR Implications

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

5. Equality and Inclusion Implications

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

6. Safeguarding implications