

AGENDA

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Margarets Hall, Bradford on Avon, BA15 IDE
Date: Wednesday 11 May 2016
Time: 7.00 pm

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

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

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

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

Please direct any enquiries on this Agenda to Kevin Fielding, on 01249 706612 or email kevin.fielding@wiltshire.gov.uk

or Peter Dunford (Bradford on Avon Community Engagement Manager), direct line 01225 713060 or (email) peter.dunford@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Rosemary Brown - Bradford on Avon
North
Cllr Trevor Carbin – Holt & Staverton

Cllr Magnus Macdonald (Chairman) –
Winsley & Westwood
Cllr Ian Thorn – Bradford on Avon
South

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

	Items to be considered	Time
	<u>Arrival and refreshments</u>	6:30pm
1	Election of the Chairman To elect a Chairman for the forthcoming year.	7:00pm
2	Chairman's Welcome and Introductions	7:05pm
3	Election of the Vice Chairman and Appointments to Outside Bodies and Working Groups To elect a Vice Chairman for the forthcoming year. To note that appointments to outside bodies and working groups for the forthcoming year: <ul style="list-style-type: none"> • Bradford on Avon Local Youth Network • Community Area Transport Group (CAT-G) – all members invited to attend. • Bradford on Avon Neighbourhood Plan Steering Group • Bradford on Avon Air Quality Alliance Steering Group • Bradford on Avon Health and Wellbeing Group 	7:10pm
4	Apologies for Absence	
5	Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
6	Minutes (Pages 1 - 10) <ul style="list-style-type: none"> • To approve and sign as a correct record the minutes of the Area Board meeting held on 9 March 2016. • To approve and sign as a correct record the minutes of the Local Youth Network Management Group meeting held on 11 April 2016. 	

7	<p>Chairman's Announcements (<i>Pages 11 - 20</i>)</p> <ul style="list-style-type: none"> • Roadworks on Holt Road, Bradford on Avon • Road to Rio Challenge • Iron Duke Community Engagement projects • Your Care Your Support Wiltshire • Wiltshire Carers' Strategy • Dementia Awareness Week, 15-22 May • Public Health Briefing Note - April 2016 	7:15pm
8	<p>Partner Updates (<i>Pages 21 - 30</i>)</p> <ul style="list-style-type: none"> • Wiltshire Police • Wiltshire Fire and Rescue Service • NHS Wiltshire • HealthWatch Wiltshire • Local Youth Network 	7:25pm
9	<p>Youth Grants recommended for approval by LYN Management Group: (<i>Pages 31 - 34</i>)</p> <ul style="list-style-type: none"> • Characters Stage School requesting £725 towards The Connections Play. 	7:30pm
10	<p>Housing - Meeting Local Needs</p> <p>Heather Alleyne - Head of Safeguarding and Quality Assurance, Wiltshire Council.</p> <p>An update on the delivery of affordable housing to meet local needs in the Bradford on Avon community area.</p>	7:45pm

11	<p>Neighbourhood Plan update</p> <p>Colin Johns - consultant to Bradford on Avon Town Council</p> <p>A preview to the public exhibition which will be on display at the Library from 16-27 May. Plus updates on village plans.</p>	8:00pm
12	<p>Asset Review and Community Hub Scoping Report</p> <p>Peter Dunford - Community Engagement Manager</p> <p>To commission a scoping study to investigate the potential for the more efficient use of public buildings and land in Bradford on Avon and opportunities to establish a community hub of public services.</p>	8:15pm
13	<p>Establishment of a Bradford on Avon Health and Wellbeing Group (<i>Pages 35 - 42</i>)</p> <p>Peter Dunford - Community Engagement Manager</p> <p>To establish a working group reporting to the Area Board, to co-ordinate health and social care provision in the community by partnering and pooling resources with other agencies to deliver a shared action plan.</p>	8:30pm
14	<p>Applications to Community Grant Scheme 2016/17</p> <p>To determine any applications for Community Area Grants.</p> <p>Details to be posted on line at:</p> <p>https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=220&MId=10351&Ver=4</p>	8:45pm
15	<p>Date of Next Meeting</p> <ul style="list-style-type: none"> • Wednesday 13 July at St Margaret's Hall, Bradford on Avon. 	
16	<p>Close</p>	9:00pm

MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Laurence School, Bradford on Avon
Date: 9 March 2016
Start Time: 7.00 pm
Finish Time: 9.15 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr Trevor Carbin, Cllr Magnus Macdonald and Cllr Ian Thorn

Wiltshire Council Officers

Peter Dunford – Community Engagement Manager
Kevin Fielding – Democratic Services Officer
Emma Coombs - Community Youth Officer

Town and Parish Councillors

Bradford on Avon Town Council - Pam Hyde, John Potter
Holt Parish Council – Andrew Pearce
Westwood Parish Council – Alan Wheals

Partners

Wiltshire Police – Sgt Louis McCoy
Local Youth Network – Skye May & Cherry Riley
BOACAN – Jim Lynch

Total in attendance: 35

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everybody to St Laurence School.</p> <p>The Chairman introduced the Area Board members and the Wiltshire Council officers present.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Rosemary Brown – Wiltshire Council.</p>
3	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
4	<p><u>Chairman's Announcements</u></p> <p>The following Chairman's Announcements were noted:</p> <ul style="list-style-type: none"> • Bus Service Review - runs to 4 April. • Iron Duke Heritage Lottery Project - Bradford on Avon Museum has been awarded £55,500 by the Heritage Lottery Fund and £18,000 by the Arts Council's PRISM Fund to restore and display the calendaring machine which was central to the establishment of a rubber factory at Kingston Mill over 150 years ago. • Local Highways Investment Fund 2016/17 - list of maintenance schemes in pack. • Clean for the Queen - thanks to BoA Youth Club for the litter pick at Poulton Rec and Skate Ramps and to 240 children at Fitzmaurice Primary School for cleaning up their school grounds last weekend. Also to Monkton Farleigh and Staverton Parish Councils for organising village litter picks next weekend. • Health and Wellbeing Sub-group – a new group will be established from April to oversee health and social care projects in the community, made up of existing partners such as the Health Partnership, Age UK, Seniors Forum, Alzheimers Support, Churches Together and the Town Council.

5	<ul style="list-style-type: none"> Public Health Briefing Feb 16 – details in packs. <p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> The minutes of the Area Board meeting held on 13 January 2016 were signed as the correct record. The minutes of the Local Youth Network Management Group meeting held on 8 February 2016 were signed as the correct record.
6	<p><u>Partner Updates</u></p> <p>The following written partner updates were noted:</p> <ul style="list-style-type: none"> Wiltshire Police. Wiltshire Fire and Rescue Service. Wiltshire Clinical Commissioning Group. HealthWatch Wiltshire.
7	<p><u>Youth Grants recommended for approval by LYN Management Group</u></p> <p>Emma Coombs – Community Youth Officer and members of the LYN outlined five applications for funding which the Area Board were asked to consider:</p> <ul style="list-style-type: none"> Holt Youth Club awarded £5,500 Bobcats – Bradford on Avon Girls Rugby Club awarded £4,500 Bradford on Avon Air Cadets awarded £4,500 Holt Skatepark Project awarded £2,823 1st BoA Scouts HQ awarded £4,000 <p>The Chairman thanked Emma Coombs and the LYN members for bringing the applications to the Area Board.</p>
8	<p><u>Summary of Community Youth Grants Awarded in 2015/16</u></p> <p>Emma Coombs – Community Youth Officer and members of the LYN</p>

highlighted some of the successful youth projects that had been enabled due to Area Board youth funding.

Projects have included support to:

Holt Youth Club youthwork project.

Wiltshire Music Centre young curators.

Relateen counselling project.

BOACAN creative youth engagement.

Bradford Town Youth Football Club.

Bradford on Avon Youth Centre – Dancing back to 1914 project.

Dorothy House family support service.

Youth and Community Centre.

Youth Forum, Magna Carta and Clean for the Queen events.

Over £ 48,000 of 11-19 years youth funding (including roll forwards, locally held funds) and commissioned services have been delivered in 2015/16 which is an excellent achievement with some good quality projects supported.

The Chairman thanked Emma Coombs and the members of the LYN for their input to the Area Board during the year.

9

Report of Traffic and Accessibility Forum

Ashley Seath - Bradford on Avon Seniors Forum and Eamon McClelland - Disability Friendly BoA reported back on outcomes of traffic forum held on 10 February, including the launch of a disabled access initiative.

Points made included:

- That the objective of the Forum was to identify the main issues around transport and accessibility in Bradford on Avon which needed to be addressed.
- The Forum was well attended by a good cross section of the Town and its representatives. Whilst the attendees did not in themselves provide a mandate for change they did provide a more than useful snapshot of the general views and concerns of residents.
- The format succeeded in prioritising the issues and should be viewed with confidence as a platform for driving through positive change.

Next Steps

- We should now press for resolution of the issues identified and prioritised.

- An Action Plan should be drawn up to identify how those issues should be addressed.
- Any Action Plan needs to be time framed and regularly reviewed to assess progress.
- Communications are vital to ensure that people know what is happening and ensure wide engagement.
- Identify any quick fixes to provide positive message and confidence that issues are being addressed.
- Michelle Donelan MP and Philip Whitehead, Cabinet Member for Highways and Transport, had met with the Town Council to try to identify priority solutions.

The Chairman thanked Ashley Seath and Eamon McClelland for reporting back on the forum, and noted that Bradford on Avon now needed to make things happen.

10

The Bradford on Avon Walking Wheel

Pam Hyde and Richard Craft gave a presentation that outlined the proposed Bradford on Avon Walking Wheel.

Points made included:

The Purpose

- To develop a web of safe, well signposted footpaths inter-connecting Bradford on Avon & the satellite villages.
- To create an attraction that will draw people to the area – links with current tourism drive.
- Bring benefits to the local economy & people's health & lifestyle.
- To produce easy to follow waymarked routes, with mapping & instructions.

A three phased approach

- Create maps of the proposed routes – By April 2016.
- Design and install signage discs – By August 2016.

11

- Route improvements, including access gates and bridges – Ongoing.

The Chairman thanked Pam Hyde and Richard Craft for their presentation.

The Road to Rio Challenge

Peter Dunford outlined Wiltshire Council’s “The Road to Rio Challenge”.

Points made included:

- Registration would open on 2 May 2016.
- Individuals could sign up for the Running, Cycling, Swimming, Walking, Junior Sports and Ultimate Sports Challenges to take part in a virtual journey to Rio.
- Teams could sign up for the Road to Rio challenge to complete the actual distance between London and Rio by running, swimming, cycling or walking as a combined entry.
- Once entered, participants could continue to log their activity online.

The Chairman thanked Peter Dunford for his update.

12

Summary of Community Grants awarded in 2015/6 and priorities for 2016/17

Peter Dunford advised that although Budgets for 2016/17 had not yet been confirmed formally but a 10% cut had been announced in base budgets and therefore estimates were as follows:

Community Grant Scheme	£35,256	
Community Area Transport Group	£10,955	
Local Youth Network	£10,283	
Health and Wellbeing Sub Group	£ 6,000	
Older Peoples’ Champion/Seniors Forum	£ 1,000	

Estimated Total: £ 63,494 in 2016/17

Priorities for 2015-2017

As identified by the Area Board in September 2015:

1. Tourism and Business
2. Air Quality and Public Health
3. Traffic and Transport

4. Health and Social Care
5. Positive Activities for Young People
6. Community Hub of public services

Ring-fenced budget allocations

In order to deliver on these expressed priorities it is proposed to ring-fence capital allocations from the Community Grant Scheme to the following areas of work:

Tourism infrastructure: £ 5,000 plus match funding

Business infrastructure: £ 5,000 plus match funding

Disability Friendly infrastructure: £ 5,000 plus match funding

Dementia Friendly infrastructure: £ 5,000 plus match funding

Air Quality and Public Health infrastructure: £5,000 plus match funding

Community engagement infrastructure: £5,000 plus match funding

Health and Wellbeing Centre (Community Hub) options report: £ 5,000

Volunteering/ time credits website and database: £ 1,000

External Funding

With growing pressures on shrinking budgets it will be important that funding is levered in from external sources.

This is already the norm within the CATG where a contribution of 50 % of costs is now required from town and parish councils.

For major investment schemes – such as tourism infrastructure development - the Swindon and Wiltshire Local Enterprise Partnership is a potential source.

For smaller projects contributions from the Vale Action LEADER programme, Section 106/ community infrastructure levy, town and parish councils, charitable grants and private sponsorship will be explored.

The Chairman thanked Peter Dunford for his summary.

14	<p>The Wiltshire Councillors were asked to consider one application seeking 2015/16 Community Area Grant funding and two Councillor led funding applications:</p> <p>Decision Walkers are Welcome awarded £1,603 towards the Bradford on Avon Walking Wheel. Reason <i>The application meets grant criteria 2015/16.</i></p> <p>Decision Councillor Magnus Macdonald awarded £5,000 towards the Avoncliff car park. Reason <i>The application meets grant criteria 2015/16.</i></p> <p>Decision Councillor Magnus Macdonald awarded £3,000 towards essential community engagement activities around delivery of the Iron Duke Heritage Lottery project. Reason <i>The application meets grant criteria 2015/16.</i></p> <p><u>Date of Next Meeting</u></p> <ul style="list-style-type: none"> • Wednesday 11 May at St Margaret’s Hall, Bradford on Avon.
15	<p><u>Close</u></p>

Bradford on Avon Local Youth Network Minutes

Monday 11th April 2016

Present

- Skye May, Cherry Riley- Local Youth Network Chairs
- Emma Coombs, Community Youth Officer
- Councillor Magnus McDonald, Wiltshire Council
- Karen Green, Early Help
- Councillor Rosemary Brown, Wiltshire Council
- Peter Dunford, Bradford-on-Avon Area Board
- Bob Crouch, Holt Youth Club
- Councillor Trevor Carbin, Wiltshire Council

Apologies

- Councillor Ian Thorne, Town Council and Wiltshire Council
- Karen Butler, St Laurence School
- Laura Pictor- Selwood Housing
- Jim Lynch, BoACAN
- James Vaughton, Youth For Christ

Summary of Funded Projects

- E.C gave an update of the 19 projects for young people, funded by Bradford on Avon LYN- Currently no issues have taken place with the projects which have been funded.

Grant Application- Connecting Plays, Character Stage Company

- E.C read the application summary for the most recent grant application.
- All young people who scored the application decided to fully-fund the project.
- All LYN members agreed to fund the project to the full amount of £725.00.

Colonel Llewellyn Palmer Trust

- The LYN MG spoke about the CLPT and discussed grant applications applying through both the LYN and the Colonel Llewellyn Palmer Trust.
- The annual budget is £35,000.
- Individuals or groups of individuals are both able to apply for funding, up to the age of 25.

BoACAN Revised Bid

- P.D spoke on behalf of J.L
- As the previous projects from the bid did not take place, the unspent money still remains and the LYN was asked permission for the revised programme of work to take place. The LYN members agreed, including young people.
- Dawn Gorman spoke about the Performance Poetry workshops as part of The Iron Duke. Spoke about the idea behind historical industries in Bradford on Avon and exploring environmental issues, being the focus of the project.
- An estimated 10-15 young people to take part in the project.
- Hannah Teasdale read a performance piece of poetry, to the group.

Budget

- P.D gave an update of the LYN budget.
- All allocated money from the previous financial year has been spent.
- There will be a 10% reduction for 2016-2017 financial year.
- Around £10,000 total for the financial year has been allocated.

Update on Youth Worker

- E.C spoke about the new youth worker in Bradford on Avon youth club.
- It was announced that there is a youth worker in the pipeline, through Youth Action Wiltshire and funded by the LYN.
- Some young people are familiar with the new worker, from previous sessions, before the community led model took place.

Summer Activities

- The LYN discussed the activities available for young people.
- It was decided that £1000 from the LYN funding will be allocated for summer activities.
- Suggestions were made for different activities, including: The use of the tennis courts, a summer BBQ and using victory field for activities such as Active Trowbridge and Go Active.

AOB

- There was a discussion around the recent changes for the CYO role and how the LYN will continue going forward.
- See attachment for the briefing.

4 June to 29 July



Wiltshire's
BIG

PLEDGE

The Road to Rio

Are you ready to take the Road to Rio?

Sign up for **free** to one or more activity challenges.

Individuals or teams will take a virtual journey over eight weeks via previous Olympic/Paralympic host cities on the way to the venue for the 2016 Games – Rio de Janeiro!

The Big Pledge challenges

This year it's about getting active, achieving your goal, and having fun. Select your challenge and really go for gold!

Challenge	Bronze distance	Silver distance	Gold distance
Road to Rio Challenge (Actual distance London to Rio) (Team only)	3000km	7000km	9281km
Running Challenge (Individual)	50km	120km	200km
Cycling Challenge (Individual)	200km	400km	600km
Swimming Challenge (Individual)	20km	35km	50km
Walking Challenge (Individual)	150km	200km	300km
Junior Sports Challenge (Individuals 15 yrs and under)	80km	150km	200km
Ultimate Sports Challenge (Individual/Team)	800km	1500km	2016km

For more information and to register for **FREE** from **28 April 2016** go to: www.wiltshire.gov.uk/bigpledge

 [wiltshirebigpledge](https://www.facebook.com/wiltshirebigpledge)  [#BigPledge](https://twitter.com/BigPledge)



Take part as a team

There are two categories of this year's **Big Pledge** you can enter as a team: Road to Rio Challenge or Ultimate Sports Challenge.

Who can be a team?

- Businesses
- Schools
- Community groups
- Sports clubs
- Family
- Friends
- Any group of people!



How many can be on a team?

As many as you would like.



How do you sign up as a team?

Assign a team captain who will register the team online. Team members can sign up for their team, ready to get started on 4 June.

In addition to the individual and team goals, everyone that enters will contribute to their community's distance.

So whether it's on the roads, tracks and trails of Wiltshire, in the gym or pool, it's time to get active and have fun on the Road to Rio!

www.wiltshire.gov.uk/bigpledge

 [wiltshirebigpledge](https://www.facebook.com/wiltshirebigpledge)  [#BigPledge](https://twitter.com/BigPledge)

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:	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

Chairman's Announcements

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



Public Health Briefing Note April 2016

Wiltshire Council
Where everybody matters

Website: www.wiltshire.gov.uk/publichealthwilts

Email: publichealth@wiltshire.gov.uk

Tel: 0300 003 4566

2016's Big Pledge – join us on the Road to Rio!

Wiltshire's Big Pledge is back, and this year's Olympic themed-challenge will see people take a virtual journey to Rio. The campaign was launched in Corsham on 28 April at the Springfield Community Campus where our community engagement managers travelled over 150 miles. Officers ran, walked, cycled, rowed and swam the distance from Trowbridge to London's Olympic Park, using the equipment at the health and wellbeing centre.

'The Big Pledge – Road to Rio' will last for eight weeks from 4 June until 29 July and challenges you to complete a 20 stage virtual journey around the world, including stops at previous Olympic host cities. The journey starts in 'London' and finishes at this year's Olympic host city, 'Rio de Janeiro'.

Sign up now, as an individual or as a team, to this year's Wiltshire's Big Pledge. With seven different challenges to sign up for, it's about getting active, achieving your goal, building team morale, improving your town or parish's health and energy levels and having fun. [More information on the challenges and how to sign up](#)
Contact us at bigpledge@wiltshire.gov.uk



Wiltshire Council Corporate Director and Director of Public Health Maggie Rae, Cabinet Member for Leisure Cllr Jonathan Seed, Cllr Chris Williams and British canoeist Hannah Brown helping community engagement managers to reach their 150 mile goal!

Improving the way we work

Staff health and wellbeing is important to any employer and at Wiltshire Council it's essential to ensure we can deliver the highest quality services to local people. To help us do the best we can for our teams, over the last two years we have been working to achieve accreditation through Public Health England's (PHE) Workplace Wellbeing Charter scheme. We are delighted to announce that Wiltshire Council has been awarded a rating of excellence, the highest rating given.

Led by our public health and occupational health and safety teams, work has been done across our services and hubs and has led to a successful review of the health, safety and wellbeing provision. The rating demonstrates our commitment to the health and wellbeing of our staff and in the months ahead we'll be continuing to build on the work we've done and making further long term improvements. To find out more about how your organisation can improve staff health and wellbeing contact paul.collyer@wiltshire.co.uk

Changing service delivery

On 1 April 2016 responsibility for providing Health Visiting and School Nursing services in Wiltshire passed to Virgin Care. This represents the culmination of a significant procurement exercise which started in May 2014 and has seen the council, Clinical Commissioning Group and NHS England come together to commission 16 children's community services from a single provider. Our aim has been to improve the quality and consistency of services received by Wiltshire families. Our Health Visitors and School Nurses act as our primary frontline public health workforce for children and young people. Leading on the delivery of the Healthy Child Programme 0-19 they provide targeted interventions including screening, immunisation, health and development reviews and health and wellbeing advice to help ensure our residents get the healthiest start in life. Thank you to all of our colleagues and partners who have been involved in this vital work.

NHS Health Checks

Between January and March 7,141 people were invited for their NHS Health Check and 3,537 people took up the offer, giving Wiltshire an uptake rate of 50%. In 2015/16, we have seen over 29,200 people invited for an NHS Health Check, and over 14,000 people attend, which gives us an overall uptake rate of 48%, a 15% increase compared with 2014/15. Thank you to all of those who have worked hard to promote and increase uptake of the programme which will help to identify risks to people's health earlier and improve outcomes for people in our county.

Getting our young people active

In Wiltshire, public health and leisure services are part of one integrated team that works to deliver better outcomes for our young people. Over the Easter holiday we gave children and young people the chance to get more active at our leisure centres and over 1,250 young people got involved in Camp Activate or one of our basketball, cricket athletics and football camps. The camps were run by our sports development staff and the football camp was run in partnership with Swindon Town Football in the Community. Disability sport opportunities were also provided alongside one of the athletics camps, in partnership with Wiltshire Cricket. Free swimming sessions for under 16s again proved popular and were delivered at all of the council's swimming pools.

Older People's Health and Wellbeing Profile

This month PHE launched the [Older People's Health and Wellbeing profile](#) to examine the health and care of older people across local authorities in England. This tool enables identification, comparison and monitoring of trends through interactive maps and charts of over 100 indicators and is particularly important for Wiltshire where there is a higher than average proportion of older people. The profile is designed to support those responsible for delivering strategies for prevention and early intervention to improve the health and wellbeing of older adults, as well as those providing evidence and intelligence to support the development of Joint Strategic Needs Assessments for their local area. The information provided will also be useful to organisations with an interest in the health and care of older people.

Wiltshire Substance Misuse Service - tackling alcohol misuse

Wiltshire Substance Misuse Service has now launched its first resolution clinic in Salisbury. The clinic will support those who are drinking harmfully but are in work or those who would not normally consider accessing Turning Point services. We are running a trial with a GP surgery in Salisbury to help support those people who are drinking harmfully and prevent their problems or health from deteriorating. Offering this kind of innovative preventative treatment, over a 6-8 week period, will help us reduce the numbers of people suffering from alcohol-related harm and make our services more accessible.

Working with care agencies in Wiltshire

A survey on infection control and falls prevention is currently being tested with the help of some of our care home agencies. The survey covers *Clostridium difficile* infection (diarrhoea associated with specific medication, mainly antibiotics), urinary tract infections and falls prevention. Our aim is to establish the knowledge base of each agency and the processes they have in place to avoid incidents and find out how they may be managed if they do occur. The survey will provide an indication of any gaps in service or knowledge that may contribute to potential hospitalisation. Initial discussions have already pointed to knowledge deficits which may be improved with training. To find out more contact isabelle.tucker@wiltshire.gov.uk

Young People Friendly Services

In the last few months we have been talking to services in Wiltshire about becoming Young People Friendly. We are helping organisations to put young people at ease and help them be heard, to create a welcoming environment, to respect confidentiality and to involve young people in the shaping of the service. To help you achieve Young People Friendly status, we have created local guidelines to make the process easier and to help you evidence your work. We would like to encourage all local GP surgeries, school nurse drop ins and sexual health clinics and drop ins, to participate in this nationally recognised quality standard this year. For more information contact wendy.harris@wiltshire.gov.uk

Pertussis vaccination in pregnancy – change to guidance from 1 April 2016

Public Health England guidance on the timing of pertussis immunisation for pregnant women has been updated after a recent study showed that maternal immunisation against pertussis in the second trimester significantly increased neonatal antibodies. Offering maternal immunisation earlier than the current 28 week recommendation should not only improve infant protection, it will also provide more opportunity for pregnant women to be offered the pertussis vaccine during pregnancy. In practice, the most appropriate time to offer pertussis immunisation will be after the 20-week scan but immunisation can be offered at any time from 20 weeks. This extension of the timing should be introduced throughout 2016/17 and fully implemented by April 2017. [Further information can be found here.](#)

Infant dose of meningococcal serogroup C (MenC) conjugate vaccine given at three months

The Joint Committee on Vaccination and Immunisation has recommended that infants no longer require vaccination against meningococcal serogroup C (MenC). Therefore, from 1 July 2016, infants should no longer receive the dose of MenC conjugate vaccine currently given at the second primary immunisation visit at around 12 weeks of age. The Hib/MenC vaccine (Menitorix) dose given at 12 months of age and the MenACWY conjugate vaccine dose given at around 14 years of age are unaffected by this change and should still be given. [Further information can be found here.](#)

Antibiotic Resistant Gonorrhoea

Information on enhanced surveillance was issued this month following a rise in high level azithromycin resistant gonorrhoea (HL-AziR) infection. An outbreak emerged in the North of England with 16 cases being reported during November 2014 and October 2015, since then further cases have been reported in the West Midlands, London and the South of England with 34 cases reported up to the end of April 2016. The concern now is that gonorrhoea may become untreatable in the future as more antimicrobials become ineffective against the infection. Clinicians are being asked to monitor all patients being treated for gonorrhoea and report any incidents of Azithromycin resistance, whilst ensuring that index patients have a test-of-cure together with any partners. [Please find more information here.](#)

Public Health Intelligence news

The [Wiltshire Intelligence Network](#) (WIN) provides numerous reports full of local information on a wide range of topics. Visit the site to read the [full analysis of the National Child Measurement Programme](#) data.

Public Health in the news this month:

[Wiltshire Council Volunteer Project wins National Award](#) (27 April)

[Council helps clamp down on rogue traders](#) (15 April)

[The 2016 Public Health Awards](#) (22 April)

[Find the information you need about health and social care in Wiltshire](#) (12 April)

[Significant reduction in Wiltshire teenage pregnancies](#) (12 April)

[New provider for Wiltshire's Children's Services](#) (1 April)

For further information on any of the programmes of work mentioned please contact emily.kavanagh@wiltshire.gov.uk



Bradford on Avon Area Board

Welcome to the May report from your Community Policing Team (CPT).

Over the period since our last report, we have been looking at how we can develop our CPT and have held several staff engagement sessions across the teams. In addition to this, we have met with a number of community groups and listened to their views. It is clear that across all the forums we have engaged with, we are all sharing a common goal of “keep me safe, protect my community”. We are looking at improved ways to communicate via a number of channels that are open to us, from social media to face to face meetings. We will continue to balance our resources against the threats, harms and risks in your community, working in line with our control strategy to address the issues that matter to you. We have moved away from a statistics lead report but be assured, if it is happening in your community and affects you, we will tell you.

The end of March will see us entering the pre re-election period for the Police and Crime Commissioner, also known as purdah. It is important to stress that it is business as usual for the Wiltshire Police. Your local CPT are apolitical and we are here to work with our communities to address the issues that are most important to you, as I am sure you will appreciate it is not for us to comment on the upcoming elections.

Horizon - <http://www.wiltshire.police.uk/horizon> - 101

I would like to take this opportunity to introduce you to Horizon. Being a victim or witness of crime can be distressing and traumatic. .

From October 2014, we were given the responsibility for delivering non-specialist services to victims of crime. Horizon Victim and Witness Care has been established to ensure that every victim of crime benefits from the best possible integrated support service according to their needs.

Horizon has been designed to provide the help and support needed relevant information and advice with links to other partner organisations that can assist you.

Horizon Victim and Witness Care is a new team of police staff which will help to provide a co-ordinated, consistent end-to-end service for victims and witnesses. This is from their first point of contact with Wiltshire Police, through the whole criminal justice process.

Working with partner agencies, Horizon will provide an enhanced service to support victims and witnesses when they need it most.

feedback@wiltshire.police.uk

How can they help?

- A dedicated Victim and Witness Care Officer to victims of crime identified as most vulnerable
- Support and guidance throughout the criminal investigation process
- Simplified process for victims
- Greater level of co-ordinated end-to-end care for victims who need it most
- A schedule of contact between the victim and Wiltshire Police - victims will be able to say when and how they wish to be contacted
- Signposting to relevant national and local services where appropriate
- Improved quality of outcomes for victims and witnesses, working closely with key partner agencies
- If you require further practical and emotional help, we can refer you on to Victim Support

The victims and witnesses eligible for an enhanced service are:

- Vulnerable victims
- Intimidated victims
- Persistently targeted victims
- Victims of serious crime

These victims will be allocated a dedicated Victim Care Officer who will conduct a detailed assessment of their needs.

The Victim Care Officer will provide a single point of contact for the victim or witness to receive information and updates on their case. Victim Care Officers will agree a schedule of contact with the victim and be able to signpost them to partner agencies and more specialist local and national services when appropriate, such as Wiltshire Bobby Van Trust.

Wiltshire Control Strategy

We are continuing to base our Policing activities on the control strategy and working with the 4 P's, Prevent, Pursue, Protect and Prepare. Under this strategy we are looking to maintain our consistent approach to addressing the threat, harm and risk that causes the greatest harm to your communities and this is a daily evolving situation that requires a degree of fluidity. We have chosen not to include the diagram setting out our control strategy in this report but I need to emphasize that this is key in how we go about our daily business. A cross cutting theme of the control strategy is our young people and those who are more vulnerable and need safeguarding. In addition, those who are victims of domestic abuse are all in deserving need of a professional response and support. Our control strategy meets with Horizon here and works together to support those in need and focus our energies and resources in the most productive direction.

Community Messaging

Below is a link to Chief Constable Mike Veales monthly column which was posted onto the Community Messaging forum <https://www.wiltsmessaging.co.uk/> . This highlights the areas recently covered in our previous community reports. I would encourage you all to sign up to the Community Messaging as it is a key component of how Wiltshire Police are looking to engage with our communities. This month we have seen bulletins around action fraud, child sexual exploitation, and the force bravery awards as well a number of witness appeals.

https://www.wiltsmessaging.co.uk/da/140468/Chief_Constable_Mike_Veales_monthly_column_March.html

As always, we welcome any feedback that you may have and it is important to hear your views in how we can find the balances and address the issues that affect your communities. Please continue to leave your feedback at feedback@wiltshire.police.uk

Local Issues

The period has been generally very quiet with the town suffering no significant series.

The numbers of dwelling and non-dwelling Burglaries are down with only one having been reported this month! There have however been a few thefts from vehicles in the area with one car having had its alloy wheels stolen. This is quite rare in this day and age and it is worth noting that there was a similar offence in Westbury which could be linked.

Trowbridge has been suffering from a spate of motorbike thefts which has one occasion spilled into Staverton. On 30/4 a pit bike was stolen from an address on Oatfields. Two Trowbridge youths were seen running from the scene. They were located and arrested and they are now on police bail pending further enquires.

Police continue to recover a large amount of property which we often struggle to link to a crime. This is due to the fact that a high proportion of property is not readily identifiable. Websites such as www.immobilise.com and www.datatag.co.uk enable you to purchase security tags with individual security codes, which when registered, assists the Police in identifying and returning property when located.

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

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

James Brain

Community Policing Team Inspector

Trowbridge & Warminster

feedback@wiltshire.police.uk

April 2016

Change is coming to the NHS: Local health organisations and communities forge blueprint for improved health and wellbeing

Over the next few months, leaders from health and care organisations from Wiltshire, Bath and North East Somerset (BANES) and Swindon will be working together to develop a 'Sustainability and Transformation Plan' (STP) so that the aims of the [NHS Five Year Forward View](#) – improved health and wellbeing, transformed quality of care delivery, and sustainable finances – can become reality. The collaboration gives the opportunity to make big changes to the way we address the needs of local people at a time when quality, services and finances are all under immense pressure.

The BANES, Swindon and Wiltshire (BSW) plan is being led by James Scott, the Chief Executive of Royal United Hospital in Bath. James has been Chief Executive at RUH since 2007, and will oversee and coordinate a team drawn from the leaders of each of the health and social care organisations included in our STP 'footprint' area.

This means that BSW plan brings together our three hospitals (Royal United Hospital, Great Western Hospital and Salisbury Foundation Trust), the three Clinical Commissioning Groups; BANES, Swindon and Wiltshire Councils, South West Ambulance Service and Avon and Wiltshire Mental Health Partnership Trust. The providers of our community services – Wiltshire Health and Care, Seqol and Sirona – and the Wessex Local Medical Committee (representing GPs from across the BSW area) complete our organisational grouping. Working together to cover a combined population size of approximately one million people, the BSW grouping will bid for and receive a transformation fund from 2017/18 onwards, which will be used to pay for health and social care services for people living in our area.

You can read more about Sustainability and Transformation Plans, how they will work across the country and what they mean for the NHS here: www.england.nhs.uk/2016/03/footprint-areas/

Details of how you can hear more information through public meetings and other engagement opportunities will be posted on [Wiltshire CCGs website](#), so please keep checking for details.

Living healthily in middle life can double your chances of being healthy at 70 and beyond

Public Health England has launched **One You**, a ground breaking campaign, aimed to encourage adults to take control of their lives and become healthier.

Our lifestyles can be unhealthier than we think and around 40% of all deaths in England are related to behavior. Modern day life makes it hard for people to live healthily and many of us will have dramatically increased our chances of becoming ill later in life.

The environment in which we live, work and play can make it really tough to choose healthy options – with many of us sitting at a desk for eight hours a day, technology making it easier to shop, being entertained and keep in touch with friends and family all from the sofa.

Whether we are eating the wrong things, drinking more than we should, continuing to smoke, or just not being active enough, all of these small things can add up to an unhealthy you.

One You gives you the chance to change your lifestyle choices by providing you with all the tools, support and encouragement you need to help improve your health right away.

Take the **One You** health quiz [‘How Are You?’](#) to see how you score and start the fight back to a healthier you

Giving you the support to make better choices today can have a huge influence on your health, and could help prevent diseases such as type 2 diabetes, cancer and heart disease and will also reduce your risk of suffering a stroke or living with dementia, disability and frailty in later life.

It’s up to all of us to make a change and shape our further health - Take the quiz now – it’s never too late to get your health back on track



Area Board Update - April 2016

Consultation on proposed changes to the Wiltshire Council charging policy

Wiltshire Council is consulting on a number of proposed changes to its policies relating to charging for certain care services. The Consultation started on Tuesday 1st March and closes on Monday 30th May. Healthwatch Wiltshire wants to hear from local people about the changes which include changes to its charging policy for adult social care. We are holding a number of public meetings around the county where you can hear from the Council about the proposed changes and have your say. There is also a survey which can be completed online. If you cannot get to a meeting or complete the online survey, we still want to hear your views. Please get in touch with us! We will be writing a report based on what we hear from local people for the Council which it will consider when it makes its final decision. More information can be found here: <http://www.healthwatchwiltshire.co.uk/news/take-part-consultation-process-proposed-changes-wiltshire-council-charging-policy>.

Make sure your views are heard!

Care Quality Commission (CQC) inspection of Avon and Wiltshire Mental Health Partnership NHS Trust

The CQC is the independent regulator of all health and adult social care in England. On 23rd May 2016 the CQC will be inspecting the services provided by the Avon and Wiltshire Mental Health Partnership NHS Trust. It wants to hear from local people about their experiences of services to help them to understand what is good and bad about the care provided.

If you would like to provide any feedback on your experiences of services, please contact the CQC: telephone 0300 0616161; email enquires@cqc.org.uk; website <http://www.cqc.org.uk/share-your-experience-finder>. Alternatively you can contact Healthwatch Wiltshire as we work closely with the CQC to support its inspections.

Your Care Your Support Wiltshire

We are working with Wiltshire Council and NHS Wiltshire Clinical Commissioning group, on the new health and care information website called Your Care Your Support Wiltshire: www.yourcareyoursupportwiltshire.org.uk. The aim is that the website becomes the 'go to place' for information about health and care.



Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk

Would you like to get involved? We are looking for people to provide feedback on the website or to get involved in a focus group or reader's panels. This is your chance to help build a really useful health and social care website fit for Wiltshire people.

**UPDATE FOR STAKEHOLDERS AND PARTNERS
FROM TERENCE HERBERT
ASSOCIATE DIRECTOR
OPERATIONAL CHILDREN'S SERVICES**

CHANGES TO COMMUNITY YOUTH MODEL SUPPORT

1. A recent operational review indicates that the Community Led Youth Model is beginning to embed well and produce some good results. Where it works well; communities are fully engaged with supporting local delivery of positive activities alongside council support staff.
2. With savings of £25m to be found across the council; we have had to look in detail and how we can make some savings through a reduction in officer support to communities; whilst ensuring that what is proving to be a successful model is further embedded and continues to be successful
3. The decision has been taken to review the amount of officer time (in the form of Community Youth Officers and Assistant Community Youth Officers) that we are currently using to support the model. As a result; all CYOs/Assistant CYOs were put at risk of redundancy on 23/03/16 following a formal proposal to reduce the current complement from 18 to 7 full time equivalents. We believe that the new roles that we are creating will be effective in continuing to support community led youth delivery across localities and community areas. We intend to create two new roles to achieve the above; Locality Youth Facilitator (LYF) and Assistant Locality Youth Facilitator (A/LYF).
4. We propose to update roles in order to ensure that they remain effective. Going into this formal 45 day consultation with staff; which commenced 23/03/16, we aim to move the roles into the 'Community Engagement and Governance' team so that the new roles will be a full part of the Area Board delivery in each area. The changes will also produce tangible synergies and enable the responsibility to lead the new roles will be taken on a day to day basis by Community Engagement Managers – to whose line management we propose that the new roles will move.
5. It is recognised that the above proposals will impact on how Area Boards are currently using Community Youth Officers/Assistant CYO. Under the new proposals; the remaining 7 full time equivalent staff will need to be shared across several community areas or localities. Essentially community areas will have to become more adept at managing local arrangements with the community resource that they have round the table; in line with the Council's priority to enable communities to do more for themselves.
6. Please be aware that currently your local CYO/Assistant CYO – with effect from 23/03/16 - has been placed at risk of redundancy which is likely to have some impact on their current situation. This is an unsettling time and council

staff affected will need to be supported through the process by all those working alongside them. It is our intention to offer those CYOs/Assistant CYOs who may be displaced as many redeployment opportunities as possible across the wider Council and within the Council's Early Help Service.

7. If you wish to know more about the proposals and to view the new proposed job descriptions for the new 'Locality Youth Facilitator' and 'Assistant Locality Youth Facilitator' role, in addition to proposed new structure charts; please contact Mal Munday – Head of Service for Early Help and/or Steve Milton – Head of Service Communities and Governance for more information.

mal.munday@wiltshire.gov.uk

steve.milton@wiltshire.gov.uk

Terence Herbert
Associate Director
Operational Children's Services
March 2016

Report to Bradford on Avon Area Board
Date of meeting 11th 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
Connecting Plays (Characters Stage School)	£725	Full

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 2015/2016 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
ID 294 (hyper link)	Connecting Plays	Full	£725
Project description			
CONNECTING PLAYS is the next project for Characters Stage Company whereby 27 young people aged 13-19 are working in two groups to produce a play for The National Theatre Connections project and produce an issue-based new play as a response. The company will work with a professional director and writer as well as a mentors to devise a play to be performed alongside The Connections play at The Arc Theatre Trowbridge and St Margarets Hall Bradford on Avon. The Connections play will then be performed at a partner theatre and if successful The National.			
Recommendation of the Local Youth Network Management Group			
That the application meets the grant criteria and is approved for the amount of £725, subject to the following conditions: All policies are up to date and seen by the Community Youth Officer Emma Coombs.			

Application ID	Applicant	Project Proposal	Requested
ID (hyper link)		Full/Part - £	£
Project description			

<p>Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £, subject to the following conditions: All policies are up to date and seen by the Community Youth Officer Emma Coombs.</p>

Application ID	Applicant	Project Proposal	Requested
ID (hyper link)		Full/Part - £	£
Project description			
<p>Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £, subject to the following conditions: All polices are up to date and seen by the Community Youth Officer Emma Coombs.</p>			

Application ID	Applicant	Project Proposal	Requested
ID (hyper link)		Full/Part - £	£
Project description			
<p>Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £, subject to the following conditions: All polices are up to date and seen by the Community Youth Officer Emma Coombs.</p>			

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Application ID	Applicant	Project Proposal	Requested
ID (hyper link)		Full/Part- £	£
Project description			
<p>Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £, subject to the following conditions: All polices are up to date and seen by the Community Youth Officer Emma Coombs.</p>			

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

Report Author Name: Emma Coombs, Title: Community Youth Officer
 Tel: 07768980748 Email: emma.coombs@wiltshire.gov.uk

Agenda Item 12 - Bradford on Avon Area Board - 11 May 2016

Proposal for Asset Review and Community Hub Scoping Report

1. Background

Wiltshire Council is currently delivering an £80 million capital build programme of community campuses in 8 locations across the county.

A campus is a building, or buildings, in a community area where people can access local services more easily and in ways that better suit their needs.

The aim is to deliver more for local communities by making maximum and efficient use of council buildings – both new and old.

A Shadow Community Operations Board (COB) was formed and undertook extensive research and local consultation. In 2014 the Bradford on Avon Area Board received a presentation on the findings from the Phase 1 community consultation which demonstrated demand for community facilities such as a gym, better library and museum facilities, greater access to community ICT, studio space and an outdoor performance area, amongst other things, to be provided in Bradford on Avon town centre. Details here

<http://www.wiltshire.gov.uk/communityandliving/communitycampuses/bradfordonavoncommunitycampus.htm>

However the project was not selected by the Cabinet of Wiltshire Council for inclusion in the capital build programme 2014-17 and, with no resources available for further research, the COBs were eventually disbanded.

Wiltshire Council is committed to funding a second wave of developments in other communities but these likely to be on a more modest scale than has been seen, for instance at Corsham and Melksham, and these are being branded as “community hubs” or “health and wellbeing centres”. The growing constraints on local government funding will probably ensure that future projects will require pooled investment from a range of public and private sector partners and increasingly the Council is sharing its buildings with other statutory services such as Police, Fire and NHS as part of streamlining and co-location measures.

2. Asset Review

The previous consultation work was generic and strictly non site-specific. To move this to the next level, the next phase of work will need to include the mapping of publicly-held assets together with options for investment and service improvement.

Increasingly Wiltshire Council is divesting itself of assets (and liabilities) where land and services are deemed to be of non-strategic value and not core to its business. In recent years an active programme of asset transfers from the unitary authority to the town council and community groups in Bradford on Avon has included Westbury Gardens; Culver Close Recreation Ground, Bowls Rink and Pavilion; Barton Farm Play Area; Sladesbrook Recreation Ground and allotments; public toilets at Station Car Park and at St Margaret's Car Park; Newtown Car Park and Budbury Car Park.

The Town Council has aspirations to take on the local ownership of further properties and services, as its capacity to do so grows, but currently Wiltshire Council is wanting to retain its strategic assets which include the Library and Museum, the Swimming Pool, the Youth and Community Centre; Station Car Park, St Margaret's Car Park, Barton Farm and the Country Park.

Other publicly-held land and services in the town centre include the Fire Station (where the Police are also co-located), the Health Centre, the Railway Station and St Margaret's Hall, which are all in fairly close geographical proximity.

3. Community Hub

As part of the mapping of assets and ownerships, options will be explored for the more efficient use of existing public buildings as well as for new investment in the public realm.

Discussions and site visits will be held with public sector partners to ascertain the scope for co-operation, co-location and joint investment.

Opportunities for to lever-in private sector investment will be explored.

Design ideas will be commissioned with a brief to respect the historic character of the town, enhance its urban design, and retain conformity with the Neighbourhood Plan.

4. Next Steps

It is proposed to establish an Assets Working Group made up of officers and councillors of Wiltshire Council plus representatives of other relevant public sector bodies.

The key task will be to procure an asset review and community hub scoping study during the 2016/17 financial year.

In-house officer time can be assumed but some design expertise will need to be bought-in at an estimated cost of £ 10,000.

Recommendation

The Bradford on Avon Area Board agrees to:

- i) Establish an Assets Working Group, reporting to the Area Board
- ii) Prepare a consultancy brief and procure an asset review and community hub scoping study
- iii) Contribute staff time and £ 5,000 cash in 2016/17, to be matched by partner contributions

Report by Peter Dunford

Community Engagement Manager

Agenda Item 13 - Bradford on Avon Area Board - 11 May 2016

Establishment of a Bradford on Avon Health and Wellbeing Group

1. Wiltshire Council is establishing Health and Wellbeing Groups as a sub-group of each Area Board to co-ordinate community care. The focus of this work is the elderly and the vulnerable in our community.
2. In Bradford on Avon community area good working relationships already exist between key partners including:

Bradford on Avon Area Board

Bradford on Avon and Melksham Health Partnership

Age UK

Bradford on Avon Seniors Forum (who perform the role of older peoples' and carers champion)

Healthwatch Wiltshire

Bradford on Avon Churches Together

Bradford on Avon Town Council

The Hub @ BA15

3. In the Bradford on Avon community area existing dementia-friendly, disabled–friendly and befriending initiatives can usefully be managed under this umbrella.
4. The Health Partnership, through its integrated health and social care team, is already leading on a number of community care projects including a Memory Café, Leg Club, Falls Clinic and plans for a health fair and slipper exchange event at St Margaret's Hall in September.
5. Age UK is wanting to pilot a new model for a befriending service in BoA through a 2 year joint-funded "Older Persons Co-ordinator" post which would take a lead on researching and delivering services for the elderly and the vulnerable (see job description attached). This post would help relieve pressure on the NHS Care Co-ordinator who is currently covering social care duties which are not part of his role. The cost of this 25 hours per week post at £18,000 per annum including on-costs is proposed to be shared 3 ways between Age UK, the Area Board and the Health Partnership. The post would be hosted by Age UK and the worker would work out of The Hub in Church Street.
6. There is the potential to do more in the community to provide services for isolated and vulnerable individuals – for instance through more befriending services;

luncheon clubs; garden and allotment clearance; community transport; mens' shed initiatives; timebank volunteering; disabled access; awareness of Type 2 diabetes, autism and dementia.

7. The Bradford on Avon Health and Wellbeing Group has a budget of £ 6,700 in 2016/17, monies redirected to the Area Board from the former Good Neighbours scheme.

Recommendation

- i) The Bradford on Avon Area Board agrees to establish a Health and Wellbeing Group, reporting to the Area Board on activities and expenditure.
- ii) The Bradford on Avon Area Board agrees to contribute £ 6,000 matching funding towards the 2 year temporary post of Older Persons Co-ordinator, subject to matching contributions being forthcoming from other partners.

JOB DESCRIPTION

Job Title: Older Persons Co ordinator
Accountable to: AUKW Befriending Team Coordinator
Bradford on Avon Health and Wellbeing Group
Date Written: May 2016

Primary Purpose:

To assist the Health and Wellbeing Group in Bradford on Avon (BOA) to identify the needs of Older People in the BOA community area; to work with the local community to meet those needs through voluntary work.

Duties:

- To identify the location and needs of older people in the BOA Community area
- To map existing support services for older people in the BOA Community area
- To liaise with existing support services for older people in the BOA Community area and support their development
- To identify funding opportunities for new and existing support services for older people in the BOA Community area
- To develop new support services for older people in the BOA Community area
- To signpost to existing services for older people in the BOA Community area
- To identify and develop new volunteer roles to meet the needs of older people in the BOA community area.
- Assist with the recruitment, interviewing and training of volunteers.
- Facilitate service user/volunteer introductions; supervise and support volunteers
- Monitoring links between service users and volunteers to ensure service user satisfaction and quality of service
- Maintain up-to-date records of service users and volunteer contacts using web based contact management system
- Provide reports on the impact and delivery of the service as required
- Promote the service to the public and other community and partner organisations
- Participate and contribute to the work of the Bradford on Avon Health and wellbeing Group
- Undertake other duties as may be required from time to time

This job description may be reviewed in the future to ensure that it truly reflects the activities and scope of the post.

SUPPLEMENTARY INFORMATION – POST

Location :	Home based with travel across BoA Community area
Hours :	Part time post 25 number of hours per week. Occasional evening or weekend work to support organisational promotional events or service delivery will be required.
Salary :	£13,010
Travel:	The nature of the job will require travel and candidates must be able to meet this requirement. Travelling expenses will be paid for travel incurred in the course of duty (mileage currently paid at 40p per mile).
Holiday Entitlement:	Five weeks leave p.a. (excluding Bank Holidays)
Contract:	All new staff are subject to a six month probationary period. Four weeks' notice is required to terminate employment by either side i.e. the employee or Age UK Wiltshire. During the probationary period, one week's notice is required by either side.
Funding:	2 years funding in place.
Pension:	Age UK Wiltshire has an automatic enrolment workplace pension scheme in place for eligible employees.
Criminal Disclosure:	The post holder will be subject to police checking by the Disclosure and Barring Service (was CRB) at Enhanced Disclosure level.

Age UK Wiltshire will seek to ensure that people will not be excluded from working for the organisation because of their age, race, ethnicity, faith, marital status, sexual orientation, gender, physical or mental health.

Applications must be made on an Age UK Wiltshire application form to be received no later than midday on Monday XXXX

Interviews will be held on XXX

If you would like an informal discussion regarding this post please contact our main reception who will help to co-ordinate this or email your contact details to admin@ageukwiltshire.org.uk

SUPPLEMENTARY INFORMATION – ORGANISATION

All staff within AUKW are expected to contribute to the following

Meeting the aims and objectives of Age UK Wiltshire	Act at all times to protect the organisation from any risk of wrong doing or damage to reputation.
Policies	Contribute to the development, implementation, monitoring and review of key organisational policies
Organisational quality standards	Contribute to ensuring that AUKW meets the requirements asked of brand partners by the Age UK Organisational Quality Standards
Teamwork	Teamwork is essential and all staff are expected to carry out any work that might reasonably be required, including cover for colleagues and the start-up of new services. All job descriptions will be reviewed and updated regularly.
Learning organization	Age UK Wiltshire aims to support all staff and volunteers in their training and personal development, and all staff are expected to contribute to the development of Age UK Wiltshire as a learning organisation, including playing a part in relevant networks
Age UK – Regional and National	Participate in Age UK Wiltshire's development within the Age UK national and regional structures and take part in the activities and networks of its South West region and (occasionally) beyond.
Equality and Diversity	Undertake all duties with due regard to Age UK Wiltshire's Equality and Diversity policy
Confidentiality and Data Protection	Undertake all duties with due regard to Age UK Wiltshire's Managing Information (Confidentiality, Data Protection and Record Management) Policy
Safeguarding	Comply with Age UK Wiltshire's policy and procedure on Safeguarding Adults at Risk

PERSON SPECIFICATION

ESSENTIAL	DETERMINED THROUGH		DESIRABLE	DETERMINED THROUGH	
	APPLICATION	INTERVIEW		APPLICATION	INTERVIEW
<u>Experience/Knowledge</u>					
Knowledge, understanding and sensitivity to the needs of older people	✓	✓	Understanding of volunteering related issues		✓
Experience of organising own workload according to changing priorities	✓	✓	Experience of working with and supporting volunteers	✓	✓
			Experience of working for a community based charity/voluntary agency	✓	
<u>Skills</u>					
Good communication skills verbal and written	✓	✓	Competent use of client contact management databases	✓	✓
Good inter-personal skills	✓	✓			
Good numeracy and literacy skills	✓	✓			
Competent use of IT software such as MS Office e.g. word, excel and outlook	✓	✓			
<u>Abilities</u>					
To problem solve and use own initiative	✓	✓	To assist with the recruitment, training and support of volunteers	✓	✓
To maintain confidentiality and be discreet at all times	✓	✓			
To work on own with minimal direction and as part of a team	✓	✓			
To work quickly but accurately under pressure and meet deadlines	✓	✓			
To maintain accurate and up-to-date records	✓	✓			
To drive/have access to a car and to travel within and occasionally	✓	✓			

beyond Wiltshire					
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Person Specification (continued)

ESSENTIAL	DETERMINED THROUGH		DESIRABLE	DETERMINED THROUGH	
	APPLICATION	INTERVIEW		APPLICATION	INTERVIEW
<u>Disposition</u>					
Trustworthy, reliable and punctual	✓	✓			
Concerned to help improve the lives of older people	✓	✓			
Thorough and well organised		✓			
Motivated and enthusiastic		✓			
Approachable and sensitive		✓			
Professional image and demeanor with service users, volunteers and staff		✓			
Calm approach to handling other people's/organisation's problems		✓			

Report to	Bradford on Avon Area Board
Date of Meeting	11/05/2016
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below

Applicant	Amount requested
Applicant: Wiltshire West District Scout Association Project Title: Regeneration of Holy Trinity Church View full application	£7000.00
Applicant: Bradford on Avon Swimming Club Project Title: BOA Swimming Club - Deaf Friendly Swimming View full application	£750.00
Applicant: Lamb Yard Events Project Title: Lamb Yard Events View full application	£3000.00

1. Background

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

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

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 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.

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. The budget in 2016/17 is £35,258. At the Area Board meeting on 9 March 2016 it was agreed to ringfence funding for 2016/17 as follows: Tourism infrastructure: £5,000; Business infrastructure: £ 5,000; Disability Friendly infrastructure: £ 5,000; Dementia Friendly infrastructure: £ 5,000; Air Quality and Public Health infrastructure: £5,000; Community engagement infrastructure: £5,000; Asset Review options report: £5,000; Volunteering website and database: £ 1,000.

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
1859	Wiltshire West District Scout Association	Regeneration of Holy Trinity Church	£7000.00
<p>Project Description: Essential works in the churchyard as part of our project to regenerate Holy Trinity Church. We aim to throw the doors wide open to our community of all ages through the provision of flexible space which is warm and welcoming so that the building can be used for a wide range of tourism heritage and educational activities and open the building to the public seven days a week. This application is for help towards the cost of the restoration of pathways to allow disabled access the repair of steps into the churchyard and the stabilisation of collapsing land.</p> <p>Comment from Memorials Officer: Holy Trinity closed churchyard Bradford on Avon is one that Wiltshire Council maintains under Section 215 of the Local Government Act 1972. Basically the duty is to maintain the churchyard, including any paths, walls, fences and gates in</p>			

decent order. Memorials are the responsibility of the private owners, but where owners are untraceable the council has an obligation to protect the public if a memorial is hazardous. Buildings along with drains and utilities supplying the buildings are the responsibility of the church. Ownership of the churchyard remains with the church and Faculties are required for any significant works beyond routine maintenance.

Wiltshire Council Facilities Management has been asked to assess whether the steps and footpath are in a hazardous condition. Wiltshire Council has repaired the footpath in the past when flagstones have presented a trip hazard. Having carried out an inspection of the pathways at Holy Trinity Church I believe that the extent of Wiltshire Councils responsibility under Section 215 of the local Government Act 1972 would add up to less than £500 to replace broken paving slabs.

Comment from Community Engagement Manager:

The wider community benefits of this project are clear. The refurbished church hall will provide a disabled-friendly community space with a 200 seat capacity for a range of cultural, heritage and educational events, available 7 days a week, and will add to the vibrancy of community life in the town.

This £2 million project has raised £ 1.8 million from reserves, donations and grants. If supported, a modest contribution could be made from the area board monies ringfenced for disability-friendly projects.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
1629	Bradford on Avon Swimming Club	BOA Swimming Club - Deaf friendly swimming	£750.00

Project Description:

We are looking to purchase a set of headsets that can be used by our swimmers and in particular swimmers with hearing impairments. The sets allow the coaches to speak directly to the swimmers whilst they are in water and ensures they are fully engaged with the sessions and can participate on an equal basis to others. We have tested the equipment and had very positive feedback from the swimmers and parents.

Comment from Sports Development Officer:

This looks like a really forward thinking inclusive project from B o A Swimming Club and one I think would be good for the Area Board to support. The club have a long history in providing significant opportunity to Special Educational Needs and other disability groups and I know there are a lot of volunteer hours behind the scene making the whole club work and be successful. The club were always pro-active while the swimming action group was active and also delivered major, quality contributions of the Inclusive Fitness Initiative for West Wiltshire. They are a National Governing Body accredited club with Swim 21 and in my view make a positive real contribution to the health and wellbeing of its community members.

The benefits for swimmers who are hard of hearing are clear; saying that I am not aware of the technology myself.

Comment from Community Engagement Manager:

This is a relatively low cost project and one that would support a specialist service and a good cause. If supported, a contribution could be made from the area board monies ringfenced for disability-friendly projects.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
1910	Lamb Yard Events	Lamb Yard Events	£3000.00

Project Description:

Weekly on Saturdays in Lamb Yard local charities artisans clubs and street entertainers will be invited to take stalls to demonstrate skills exhibit work recruit members promote special activities or prize draws. The lively atmosphere created will engage local people and visitors alike. We believed this will be a first in the area - offering new style events that will help to raise the profile of local charities and non-profit organisations thereby creating a variety of attractions to draw people into the town and enhance Bradford on Avon’s reputation as a place where new and exciting things happen.

The gazebos/ canopies will offer space for large community art installations and for live demonstrations of art creativity. Local artisans, entertainers, clubs and charities will benefit from the opportunity to demonstrate and share their skills. Young people will be offered regular job fairs to seek employment and gain experience in the job market. Businesses, local shops and restaurants will benefit from increased footfall and new activities to draw visitors and shoppers to explore the town.

Comment from Community Engagement Manager:

The main expenditure is £4,000 for the purchase of smart light weight but robust canopies and accessories that will give a unified look to the events. These will also become a community asset that other groups in the town will be able to hire for a nominal amount – to cover storage, delivery, put up and to contribute to a maintenance kitty. The money will also buy banners to promote the events.

With the road closure causing disruption to vehicle access to the town the launch of Lamb Yard Events is very timely. These events will help to say the town is “open for business, innovative as ever and thriving”.

Match funding is being sought from donations and fundraising, including a grant application to the Town Council. If supported, a contribution could be made from the area board monies ringfenced for business infrastructure.

Proposal

That the Area Board determines the application.

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

Report Author:

Peter Dunford

Community Engagement Manager

01225 713060

Peter.Dunford@wiltshire.gov.uk

Grant Applications for Bradford on Avon on 11/05/2016

ID	Grant Type	Project Title	Applicant	Amount Required
1859	Community Area Grant	Regeneration of Holy Trinity Church	Wiltshire West District Scout Association	£7000.00
1629	Community Area Grant	BOA Swimming Club - Deaf friendly swimming	Bradford on Avon Swimming Club	£750.00
1897	Community Area Grant	Bradford on Avon Food and Drink Festival	ST Business Support	£5000.00
1910	Community Area Grant	Lamb Yard Events	Lamb Yard Events	£3000.00

ID	Grant Type	Project Title	Applicant	Amount Required
1859	Community Area Grant	Regeneration of Holy Trinity Church	Wiltshire West District Scout Association	£7000.00

Submitted: 20/03/2016 16:42:31

ID: 1859

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£5001+

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Regeneration of Holy Trinity Church

6. Project summary:

Essential works in the churchyard as part of our project to regenerate Holy Trinity Church. We aim to throw the doors wide open to our community of all ages through the provision of flexible space which is warm and welcoming so that the building can be used for a wide range of tourism heritage and educational activities and open the building to the public seven days a week. This application is for help towards the cost of the restoration of pathways to allow

Total required from Area Board		£7000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Wilts CC fee for street parking	2000.00	Reserves	yes	1621000.00
Architects engineers feasibility studies tests fees etc	226156.00	Donations	yes	36715.00
Archeology	24826.00	Friends of Holy Trinity	yes	24150.00
Main Build contract internal works	1519021.00	Sales	yes	1000.00
ground stabilisation of NW corner	23830.00	Grants	yes	84825.00
NW extension	57507.00	Grants		50000.00
Repair restoration of paths and steps disabled access	140413.00			
Total	£2011001			£1817690

11. Have you or do you intend to apply for a grant from another area board within this financial year?
No

12. If so, which Area Boards?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?
We will provide flexible space for a range of community activities. We are working with schools who will use it for history projects based on the memorials and for concerts- the young for mainly music pre-school children and their parents messy church craft based fun for families- the elderly such as the Saxon Club- The Wiltshire Music Centre Canzona Bradford Choral Bradford Barnstorm and others to provide a venue for concerts organ recitals dramatic productions etc- tourist and local residents who will be able to learn about their heritage.- Local clubs such as the WI. All the groups approached who said that they would be pleased to use the building said that they could only do so if adequate heating lighting kitchen facilities safe and level access adequate toilets and suitable flexible seating could be provided. Our project addresses all these deficiencies including the provision of a meeting room. Our scheme supports many of the objectives set out in the Bradford Neighbourhood Plan including upgrading historic buildings enhancing recreation cultural arts and tourist facilities improving the towns infrastructure and improving access for the disabled. In sum we intend to contribute hugely to the enhancement of Bradford as a vibrant and active town for the benefit of local

people and visitors and making our town a better place to live.

14. How will you monitor this?

We will monitor visitor numbers and daily usage

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

New heating and lighting systems will cost about the same to run 7 days a week as the old systems did for one or two days a week. Income will be enhanced by modest fees for usage and increased visitor numbers.

16. Is there anything else you think we should know about the project?

Our project is for the major regeneration of the church allowing us to open our doors 7 days a week for community use. This grant application seeks funding towards works in the churchyard for which responsibility lies with Wiltshire Council for maintenance and safety aimed at stabilising areas in danger of collapse making the steps safe and making the approach paths safe and suitable for disabled access. The tombs adjacent to the Church Street steps have been found to be in a dangerous condition. If allowed to collapse they might well affect the stability of Church Street. The ground at the west end of the Church has to be re-profiled and new drains installed to prevent a re-run of the flooding of 2 years ago. Although picturesque the foot path to the church door is dangerous a recent visitor tripped by the gates and broke her arm in two places impossible for unassisted wheelchair users and very difficult for carers to push wheelchairs.

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

Yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Project/Business Plan:

Yes I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Accounts:

Yes I will make available on request the organisation's **latest accounts**

Constitution:

Yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

Yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

Yes I will make available on request evidence of ownership of buildings/land

Yes I will make available on request the relevant planning permission for the project.

Yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

Yes the information on this form is correct, that any award received will be spent on the activities specified.

1629	Community Area Grant	BOA Swimming Club - Deaf friendly swimming	Bradford on Avon Swimming Club	£750.00
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Submitted: 21/12/2015 11:26:19

ID: 1629

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

BOA Swimming Club - Deaf friendly swimming

6. Project summary:

We are looking to purchase a set of headsets that can be used by our swimmers and in particular swimmers with hearing impairments. The sets allow the coaches to speak directly to the swimmers whilst they are in water and ensures they are fully engaged with the sessions and can participate on an equal basis to others. We have tested the equipment and had very positive feedback from the swimmers and parents.

7. Which Area Board are you applying to?

Bradford on Avon

Electoral Division

8. What is the Post Code of where the project is taking place?

ba15 1df

9. Please tell us which theme(s) your project supports:

Children & Young People
2012 Olympic Legacy
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2015

Total Income:

£126522.81

Total Expenditure:

£107623.03

Surplus/Deficit for the year:

£18899.78

Free reserves currently held:

(money not committed to other projects/operating costs)

£17207.81

Why can't you fund this project from your reserves:

We have a committed spend for this financial year for pool hire for the last quarter from 2 of the pools we use plus our NGB membership costs. These once paid will reduce the surplus for the year to almost zero. The free reserves ensure we can meet our pool hire charges regardless of membership fee income.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£750.00		
Total required from Area Board		£750.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Headsets	750.00			
Total	£750			£0

11. Have you or do you intend to apply for a grant from another area board within this

financial year?

No

12. If so, which Area Boards?

Bradford on Avon

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

BOA ASC are committed to providing access to the club to all children and young people. We already provide dedicated sessions for some young people with special needs but are keen to extend access into all of our squads. Learning to swim can be a challenge for all children. This challenge may be even greater for deaf or visually children due to the additional communication difficulties in a noisy swimming pool especially if they need to remove hearing aids or cochlear implants. The Talk 2 Me Coach headsets use bone conduction technology and allows the coaches to talk to swimmers live in real time. This ensures a swimmers safety in the water their inclusion into all aspects of the coaching teaching session and ability to participate to the sport to the best of their ability. Through the availability of these headsets we will be able to ensure we are able to offer a fully inclusive experience to any of our swimmers who have hearing impairments or other disabilities requiring additional support. Through our County Sports Partnership WASP we were able to trial the headsets with some of those swimmers who will benefit directly from them. Having this equipment available to the club we believe will significantly improve the swimming experience and opportunities we can offer children and young people and give parents the confidence to bring their children to the club knowing they will be safe in the pool and fully supported by the club and coaches. One of the young swimmers was able to trial the equipment and produced this feedback. Report on Bone conducting headsets by Tommy Criddle age 10I was asked to try the headsets by my swimming coach Steve at Bradford on Avon Swimming Club. I am partially deaf one ear is worse than the other but I have to wear hearing aids in both ears on dry land all the time. I also swim and compete but my disability stops me from hearing things in the pool as my hearing aids are not waterproof I do wear them when I am playing other sports such as rugby and cricket. The headset was really good as it meant I could hear what my coach was telling me to do I didn't have to ask or lip read. It means I am more like the other swimmers who have normal hearing. It was also good for the coach as they didn't need to shout at me when I don't hear what they are saying and do something wrong. I think they will help swimmers who are learning to swim who can not hear very well as it is quite scary if you don't hear all the instructions you don't feel as scared and will keep learning to swim. Thomas William Criddle

14. How will you monitor this?

We identify all swimmers who have special needs and ensure relevant information is shared with coaches/teachers who will use the equipment.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

NA

16. Is there anything else you think we should know about the project?

NA

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

Yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

Yes I will make available on request the organisation's **latest accounts**

Constitution:

Yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

Yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

Yes the information on this form is correct, that any award received will be spent on the activities specified.

1897	Community Area Grant	Bradford on Avon Food and Drink Festival	ST Business Support	£5000.00
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Submitted: 12/04/2016 18:51:39

ID: 1897

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Bradford on Avon Food and Drink Festival

6. Project summary:

Through a series of events over two weeks the project will showcase the quality and diversity of the food and drink offers in Bradford on Avon BoA as a means of attracting more visitors to the town. Local food and drink producers retailers pubs cafes restaurants hotels and wholesalers will be encouraged to develop their own attractions such as events demonstrations meet the chef or producers. BoA hospitality retail and production businesses are important sources of employment for Bradford on Avon many of which are independently run. The sector also encourages entrepreneurialism and offers opportunities for start up businesses.

7. Which Area Board are you applying to?

Bradford on Avon

Electoral Division

8. What is the Post Code of where the project is taking place?

BA15 1DE

9. Please tell us which theme(s) your project supports:

Arts, crafts and culture

Economy, enterprise and jobs

Food, farming and local markets

Transport and roads

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

Why can't you fund this project from your reserves:

We are a small community group and do not have annual accounts or it is our first year: yes

10b. Project Finance:

Total Project cost		£12868.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Promotional materials	5000.00	Match funding		5000.00
Promotional materials	468.00	Listing fees		468.00
Venue hire	400.00	Listing fees		400.00
Co-ordinator	2000.00	Listing fees		2000.00
Equipment	5000.00			
Total	£12868			£7868

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Bradford on Avon

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

The businesses and the people of Bradford on Avon will benefit from increased publicity and visitors to the area. Having been introduced to the excellent quality and diversity of food and drink on offer people will return and also spread the word thereby continuing to increase over a longer period. The event will strengthen all aspects of the food and drink sector in the area - hospitality retail wholesale and production - thereby securing businesses many independently run and the employment opportunities they provide. Food and drink is a sector that supports many small to medium sized enterprises and regularly inspires innovation business start-up and product development. It also often offers opportunities to students to gain work experience and first employment on finishing studies. There is a growing number of people who seek out environmentally sound shopping dining and holiday destinations the event will be an opportunity to promote the towns Fairtrade status the climate friendly ethos and the emphasis on local produce and supply which will attract this type of visitor. Businesses are frequently embedded in the local community employing local people and very customers facing thereby making it relatively easy to communicate production methods sources of ingredients the passion behind the businesses as well as receiving and responding to feedback. The event offers a very specific focus that will attract tourists underpin resilience for food and drink businesses in Bradford on Avon create an opportunity to promote the uniqueness of the town. Ease of access by public transport will be promoted throughout.

14. How will you monitor this?

Although it will be difficult to give exact numbers for the people supported the businesses involved will be asked to feedback the increase in the number of people who visit their

premises during the event the percentage that are new faces for producers and wholesalers whether there was an increase in demand for products, whether the event will influence what they do or how they promote their business in the future. For this first event it will only be possible to monitor the two weeks. The intention is that this becomes an annual event which will give an opportunity to gather information over a longer period.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

In 2018 the aspect of the project which is as delivered in 2017 will be predominantly funded by participating businesses and sponsors. Further public sector funding may be sort for added features and innovations as future events grow and develop.

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

Yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Constitution:

Yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

Yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

Yes the information on this form is correct, that any award received will be spent on the activities specified.

1910	Community Area Grant	Lamb Yard Events	Lamb Yard Events	£3000.00
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Submitted: 24/04/2016 23:19:09

ID: 1910

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Lamb Yard Events

6. Project summary:

Weekly on Saturdays in Lamb Yard local charities artisans clubs and street entertainers will be invited to take stalls to demonstrate skills exhibit work recruit members promote special activities or prize draws. The lively atmosphere created will engage local people and visitors alike. We believed this will be a first in the area - offering new style events that will help to raise the profile of local charities and non-profit organisations thereby creating a variety of attractions to draw people into the town and enhance Bradford on Avon's reputation as a place where new and exciting things happen.

7. Which Area Board are you applying to?

Bradford on Avon

Electoral Division

8. What is the Post Code of where the project is taking place?

BA15 1FG

9. Please tell us which theme(s) your project supports:

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit

Recycling and green initiatives

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

Why can't you fund this project from your reserves:

We are a small community group and do not have annual accounts or it is our first year: yes

10b. Project Finance:

Total Project cost		£6000.00		
Total required from Area Board		£3000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Canopies and accessories	4000.00	Match funder		1000.00
Promotional materials bags banners	2000.00	Match funder		2000.00
Total	£6000			£3000

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Bradford on Avon

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Local clubs and charities their members staff and the public who will be inspired to get involved and or try new activities. Local artisans and entertainers will be given the opportunity to meet a different group of people to share enthusiasm for their work and demonstrate skills which may inspire other to try their hand. These events will enhance the feeling of well-being and belonging for many who get involved. The businesses of Bradford on Avon will benefit

through increased footfall and new activities will attracting different people into the town on a regular basis. The ease of getting to Bradford on Avon by public transport and the beautiful scenery enroute will be widely promoted.

14. How will you monitor this?

Participating organisations will be asked to monitor new interest and gather information about where people heard about them. This will be periodically updated collated. New ventures in the town that have an affinity to the events will be asked what inspired them to get started and responses documented.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

The events will charge a pitch fee which will enable them to become self-sustaining.

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

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Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

Yes the information on this form is correct, that any award received will be spent on the activities specified.

**AREA BOARD PROJECTS AND COUNCILLOR LED
INITIATIVES APPLICATION FORM 2016/2017**

Area Board Project

1. What is the Initiative?

Footbridge Feasibility

The need to improve pedestrian access and safety in Bradford on Avon was a major finding from the results of the resident survey commissioned by Michelle Donelan MP and is a key issue raised in the Neighbourhood Plan for Bradford on Avon. How to make the town centre more “user-friendly” to pedestrians has been the subject of recent talks between the Town Council and the Wiltshire Council Highways department.

The existing town bridge is a key area of pedestrian insecurity. The restricted width of both the pavement and the carriageway of this bridge provoke difficulties for pedestrians to pass on the bridge without stepping into the busy carriageway. There is a constant danger of pedestrians being hit by large vehicle wing mirrors as they cross the bridge.

A separate footbridge crossing over the river has been proposed in the past but architectural designs were rejected by the public at a town poll. The lessons of this failed exercise need to be understood if the project is to be successfully resurrected.

My proposal is that the Area Board and Town Council agree to dust off past plans and to commission a fresh feasibility study to investigate options for a new footbridge.

I have discussed this opportunity with architects and planners and believe an initial feasibility study will need to:

1. Review existing topographical and geological plans and appraise any constraints.
2. Analyse existing reports and identify any shortfalls in information that would be required.
3. Study the wider implications for the town centre both in terms of its existing or planned infrastructure, commercial development, any environmental issues as well as the functional aspects of pedestrian safety and mobility.
4. Evaluate the previous schemes for a pedestrian bridge over the river in the town centre and the feedback from these processes including alternative locations and options for a footbridge, in consultation with the principal stakeholders of the town.
5. Deliver a proposal to be put forward for public consultation, based on points 1-4, which should include: analysis of possible sites, types of viable pedestrian bridge and an indication of the costs involved.

All this should be done with a continuous process of community involvement, engaging the high proportion of professionals and high levels of community spirit in the town.

The initial feasibility study should facilitate and contribute to the development of a Strategic Brief for this project, through direct engagement with the Town Council and other stakeholders, to include business planning and fundraising for delivery of the bridge construction.

This initial feasibility study would best be carried out by a multidisciplinary team with experience in urban design and planning and the design and structural calculation of pedestrian bridges; this will include assessment of broader environmental issues and will require a good understanding of all aspects of the town including its relevant stakeholders. Experience in successful community engagement schemes will

be fundamental for the success of this project.

2. Where is the initiative taking place?

Spanning the River Avon in the centre of Bradford on Avon, exact location to be determined.

3. When will the initiative take place?

Initial feasibility during 2016/17, in parallel but not before the final consultation and adoption of the Neighbourhood Plan.

4. What is the Community benefit/evidence of need/links to Community Plan/Community Issue?

The need to improve pedestrian access and safety in Bradford on Avon was a major finding from the results of the resident survey commissioned by Michelle Donelan MP and is a key issue raised in the Neighbourhood Plan for Bradford on Avon. How to make the town centre more “user-friendly” to pedestrians has been the subject of recent talks between the Town Council and the Wiltshire Council Highways department.

5. What is the desired outcome of this initiative?

An initial feasibility study to include an analysis of possible sites, types of viable pedestrian bridge and an indication of the costs involved.

6. Who will Project Manage this initiative?

Ideally a project team led by Bradford on Avon Town Council with support from Wiltshire Council and other key stakeholders.

7. Costs/quotes/ match funding? (total cost £5k require 1 quote, total cost £5k-25k require 3 quotes)

From my discussions and contacts, I believe we can commission an initial feasibility study at the very modest cost of £ 5,000.

I propose that these costs be shared between the Area Board and the Town Council.

8. Additional information