

AGENDA

Meeting: ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: Bushton & Clyffe Pypard Village Hall, Bushton, SN4 7PX
Date: Wednesday 22 March 2017
Time: 7.00 pm

Including the Parishes of Braydon, Broad Town, Clyffe Pypard, Cricklade, Latton, Lydiard Millicent, Lydiard Tregoz, Lyneham & Bradenstoke, Marston Meysey, Purton, Tockenham and Royal Wootton Bassett.

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 the Democratic Services Officer.

Networking opportunities will be available from 6.00pm.

Please direct any enquiries on this agenda to:

Kevin Fielding (Democratic Services Officer) on 01249 706612 or
kevin.fielding@wiltshire.gov.uk

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

Press enquiries to communications on direct lines 01225 713114/713115.

Wiltshire Councillors

Allison Bucknell (Chairman)	Lyneham
Bob Jones	Cricklade & Latton
Chris Hurst	Royal Wootton Bassett South
Mollie Groom	Royal Wootton Bassett East
Jacqui Lay	Purton
Mary Champion	Royal Wootton Bassett North

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

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

Items to be considered	Time
<p>1 Networking Session</p> <p>To include display stands from Lyneham Business Buddies, iamRoadSmart - The Institute of Advanced Motorists, Wiltshire Wildlife Trust, Recycle for Wiltshire and Lime Kiln Leisure Centre.</p> <p>There will also be an active session from our local Health Trainer, Jan Bardwell;</p> <p>When did you last have your blood pressure checked? Do you know it is often a hidden condition that people don't know they have until they are very unwell. Take the opportunity for a chat and a blood pressure check with Jan. You can also talk about changing other areas of your life such as eating a healthy diet, being more active, drinking less alcohol and improving your general emotional wellbeing.</p> <p>If you feel the health trainer can help, you can sign up for 6 free sessions with her.</p>	<p>6.00pm</p>
<p>2 Chairman's Welcome and Introductions</p>	<p>7.00pm</p>
<p>3 Apologies for Absence</p>	
<p>4 Minutes (<i>Pages 1 - 6</i>)</p> <p>To approve the minutes of the meeting held on Wednesday 18 January 2017.</p>	
<p>5 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>6 Wiltshire - The Wider Picture</p> <p>News and information on what's going on in your local community and across the county.</p>	

7 **Strengthening our Communities** (Pages 7 - 26)

Grant feedback from Helen Toms from the Swindon Barbell Club.

Update from Alexa Smith - Community Engagement Manager, including this year's Big Pledge, London Calling.

Update from Ellen Blacker - Health and Wellbeing Champion, on her role and the work of the Health and Wellbeing Group.

Funding

Financial statement:

- Discretionary capital - £4,958.24
- Youth revenue - £52,570.50

Health and Wellbeing Champion Proposal:

- Proposal to continue the Health and Wellbeing Champion arrangements - seeking £6,700 for 12 months service provision.

Youth Funding Proposal:

- GMAS proposal to continue existing Connecting Youth service - seeking £11,500 for 12 months service provision, plus venue hire (amount tbc).

Youth Grant Funding Applications:

- GreenSquare requesting £3,000 for Parsonage Farm Close Street Art Project.
- The Rise Trust requesting £909 for ABC Healthy Eating Cooking courses.

Community Area Grant Applications:

- 16 Feathers Badminton Club requesting £666.20 for 16 Feathers Junior Badminton.

Area Board delegated decision to Community Engagement Manager:

To note, in respect of urgent matters, the Community Engagement Manager, following consultation with members of the Area Board and the agreement of the Chairman and Vice-Chairman, authorised £2,147.40 expenditure to support purchase of 10 x litter picking kits.

This decision was taken by Area Board members between meetings of an Area Board in order for the equipment to be available in time for the Great British Spring Clean weekend, 3-5 March 2017.

8 Spotlight on Parishes and Partners (Pages 27 - 36)

To receive updates from our key partners, including:

- Wiltshire Police
- Dorset and Wiltshire Fire & Rescue Service
- Military Civilian Integration Partnership
- Defence Technical Training
- NHS Wiltshire
- Healthwatch Wiltshire
- Parish and Town Councils

9 Task Group Reports and Decisions (Pages 37 - 70)

To consider reports from the following task groups and make any necessary decisions:

Community Area Transport Group (CAT-G), to include the Local Highways Investment Fund

To agree a proposed road resurfacing and maintenance programme with a list of proposed local schemes for 2017/18.

Neighbourhood Planning Working Group (NEW-V)

10 Wrap Up

8.00pm

Future Meeting Dates

- Thursday 18 May 2017 - Millennium Hall, Purton
- Wednesday 26 July 2017 - Memorial Hall, Royal Wootton Bassett
- Wednesday 27 September 2017 - Cricklade Town Hall
- Wednesday 8 November 2017 - REME Museum, Lyneham

MINUTES

Meeting: ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: Cricklade Town Hall
Date: 18 January 2017
Start Time: 7.00 pm
Finish Time: 8.30 pm

Please direct any enquiries on these minutes to:

Kevin Fielding, direct line 01249 706612 or e-mail kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Allison Bucknell (Chairman), Cllr Mollie Groom, Cllr Mary Champion,
Cllr Bob Jones MBE, Cllr Jacqui Lay (Vice Chairman) and Cllr Chris Hurst

Wiltshire Council Officers

Alexa Smith – Community Engagement Manager
Kevin Fielding – Democratic Services Officer

Town and Parish Clerks/Councillors

Cricklade Town Council - Ruth Szybiak, Sue Holbrook, Mark Clarke, John Coole, John
Nevill & Duncan May

Lydiard Millicent Parish Council – Deborah Bourne & M Sharp

Purton Parish Council – Ray Thomas & Geoff Greenaway

Royal Wootton Bassett Town Council – Johnathon Bourne

Partners

Dorset and Wiltshire Fire & Rescue Service – Jason Underwood

Connecting Youth – Jude Deaman & Jess Ovens

Royal Wootton Bassett Memorial Hall – Sheila Dunn

Royal Wootton Bassett Arts Festival – John Davies

Total in attendance: 42

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Royal Wootton Bassett & Cricklade Area Board and introduced the councillors and officers present.</p> <p>The Chairman thanked member Ray Sanderson for his excellent defibrillator demonstration prior to the meeting.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Sector Inspector Dave Hobman – Wiltshire Police • Angela Jensen – Cricklade Town Council • Diana Kirby – Tockenham Parish Council • Janice Bardwell – Health Trainer, Wiltshire Council
3	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The minutes of the meeting held on Wednesday 21 September 2016 were agreed a correct record and signed by the Chairman. <p><i>Note: that Emma Brook represented Baydon Parish meeting, and not Baydon Parish Council.</i></p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Wiltshire - The Wider Picture</u></p> <p>The following Chairman's Announcement was noted:</p> <ul style="list-style-type: none"> • The Rural Crime Partnership for Wiltshire and Swindon.
6	<p><u>Strengthening our Communities</u></p> <p>Jude Deaman and Jess Ovens – Connecting Youth gave the youth update.</p>

Points made included:

- Had carried out a six week street based project in Cricklade due to anti-social issues with around thirty young people.
- Had also carried out a project in Lyneham and Bradenstoke.
- Good partnership working with local Police teams re anti-social behaviour.

The Chairman thanked Jude Deaman and Jess Ovens for their good work and update.

Youth Grant Funding Applications

Decision

Cricklade Cricket Club awarded £5,000 for Cricklade Cricket Club - Astro Pitch Project.

A short video outlining the Office of the Police and Crime Commissioner's priorities and precept proposals for 2017/18 was shown.

Alexa Smith –Community Engagement Manager, Wiltshire Council presented the Community Area Grant applications:

Decision

Cricklade & District Community Association awarded £5,000 for Safe Secure project.

This application meets the grants criteria and has been classified as a capital project.

Decision

Tockenham Village Hall Committee awarded £931.92 for Tockenham Village Hall New Furniture.

This application meets the grants criteria and has been classified as a capital project.

Decision

Little Stars Tots and Toddlers awarded £1,000 for Little Stars Tots and Toddler Group Equipment.

This application meets the grants criteria and has been classified as a capital project.

Decision

**2nd Purton Rainbows awarded £633.56 for starting a new Rainbow unit.
*This application meets the grants criteria and has been classified as a capital project.***

Decision

**Hook, Greatfield & Greenhill Village Hall Trustees awarded £4,620 for Hook Greatfield Greenhill Village Hall car park improvements.
*This application meets the grants criteria and has been classified as a capital project.***

Area Board financial statement

Area Board budget at start of meeting: £28,466.20

Youth budget at start of meeting: £59,312.40

Joint Strategic Assessment Event feedback.

Community Engagement Manager Update – Alexa Smith gave a short update on the outcomes of the ‘Our Community Matters’ Joint Strategic Assessment event held on 23 November 2016.

Full reports were contained in the agenda pack.

Decision

The Area Board expresses its thanks to the people who gave their time to participate in the event.

That the Area Board adopts the priorities identified by the ‘Our Community Matters’ event and works to facilitate local action to tackle those priorities.

That the Area Board requests the Local Youth Network, the Health and Wellbeing Group and the Community Area Transport Group (and any other local task groups established by the Board) to adopt and take forward the priorities identified in the relevant theme areas.

That the Area Board requests the Community Engagement Manager to work with key partners, agencies and community groups to coordinate action around the priorities identified.

That the Board considers whether it wishes to champion a particular theme or priority and to earmark funding to promote, initiate and support

	<p>community-led action around the selected priorities.</p> <p>That the Board considers appointing a lead member to champion any priority (priorities) adopted.</p> <p>That reports are submitted to the Board on progress made to address the priorities to ensure that positive outcomes are delivered and that this be made a regular item on future Board meetings.</p> <p>The Chairman thanked Alexa Smith for organising the ‘Our Community Matters’ event.</p>
7	<p><u>Spotlight on Parishes and Partners</u></p> <p>Updates were received from the following Partners, Towns and Parishes:</p> <ul style="list-style-type: none"> • Wiltshire Police - the written report was noted. • Dorset and Wiltshire Fire & Rescue Service - the written report was noted. • Cricklade Town Council – the written report was noted. • Purton Parish Council – the written report was noted. • Lyneham & Bradenstoke Parish Council – the written report was noted. <p>The Chairman thanked all partners for their updates.</p>
8	<p><u>Task Group Reports and Decisions</u></p> <p>Community Area Transport Group – Cllr Bob Jones</p> <ul style="list-style-type: none"> • The CATG notes dated 5 January 2017 were agreed with the following recommendations agreed by the Area Board: <p>Decision</p> <p>To carry out Footway improvements at Manor Hill Purton a sum not to exceed £9,500 of which Purton PC will contribute £2,400 and hedge and fence work.</p> <p>Carry out signage review at the Fiddle and Forty in Cricklade to prevent HGV traffic using the route to Chelworth Industrial estate. A sum not to exceed £5,000 of which CTC will contribute 50%</p>

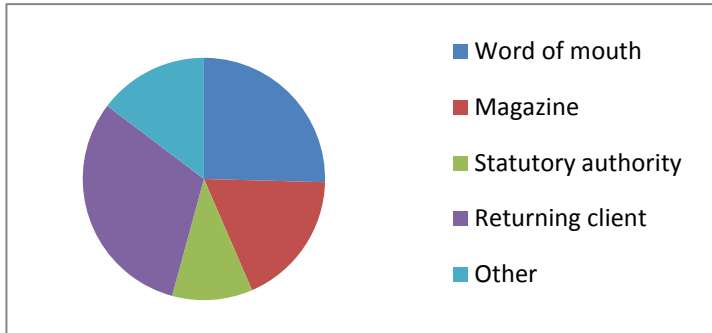
	<p>Neighbourhood Planning Working Group (NEW-V) – Cllr Allison Bucknell</p> <ul style="list-style-type: none"> • That the group were due to meet on Thursday 19 January, with work ongoing.
9	<p><u>Wrap Up</u></p> <p>The Community Engagement Manager gave a brief overview of Community events and activities during 2017, these included:</p> <ul style="list-style-type: none"> • The Great British Spring Clean • The Big Pledge – London Calling Healthy Schools initiative • World War One commemorations <p>Full details and tool kits for all the events and activities would be available in due course.</p> <p>That the 5 July meeting would be held at the Memorial Hall, Royal Wootton Bassett.</p>

Health and Wellbeing Champion Area Board Report 1st May 2016 to 31st January 2017 – 9 months

The service started in May and I was already known as the local Good Neighbour Co-ordinator. As such, the transition into this role was smooth and effective.

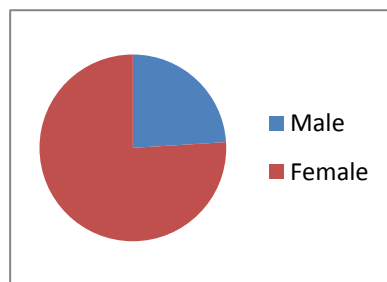
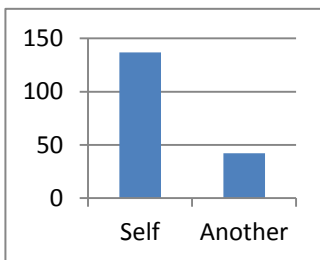
The Statistics

How did the clients hear about the service?

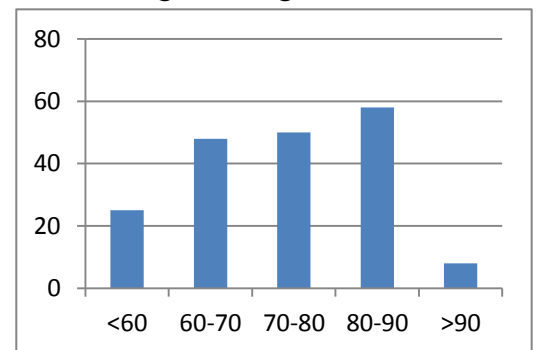


In this period I have had 192 clients who have contacted me over a wide range of issues. The method of publicising the service has been varied, but it is obvious that the best way is through the local magazines which have a truly huge impact in our communities

Was the initial contact for themselves?

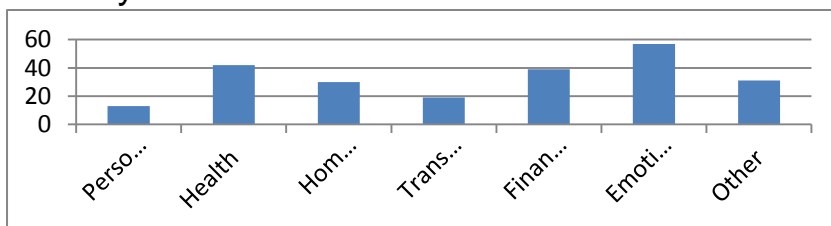


Client Age Range

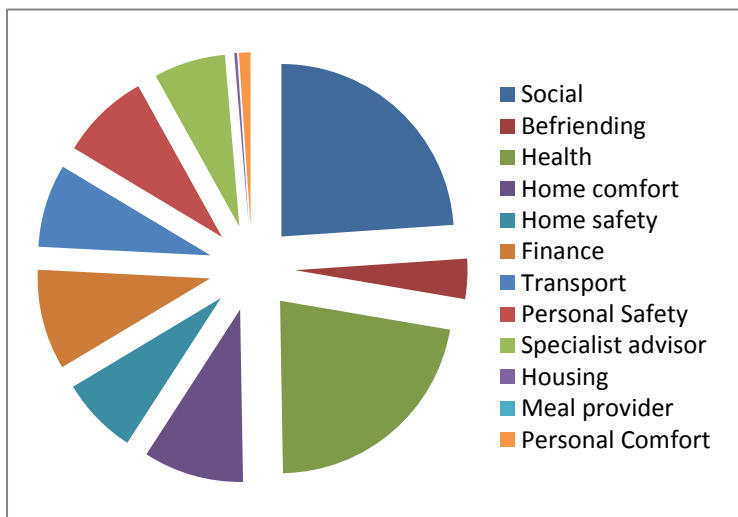


Clients ages vary greatly. Most younger people have internet access and are comfortable to use this to glean information on services available. Over 75% of my clients are female.

Primary reason for contact



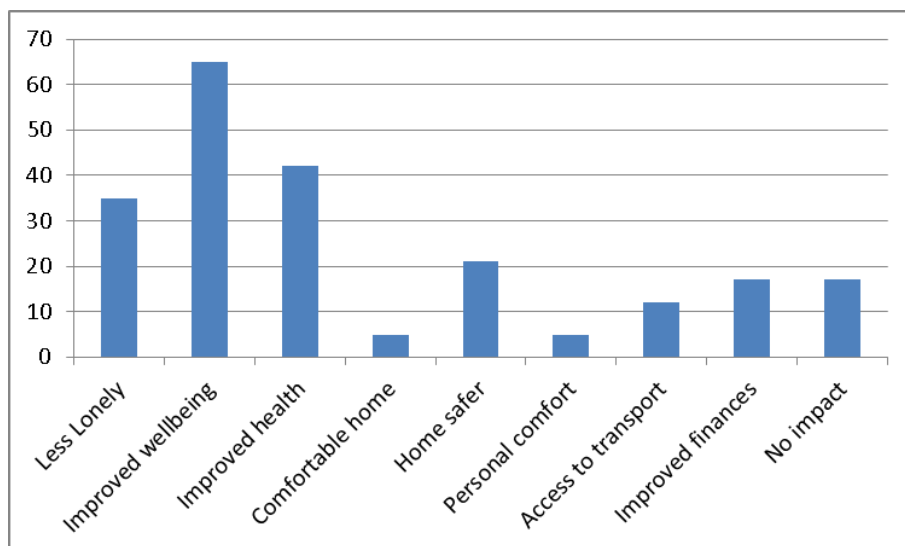
The reasons for the contacts are varied and the most common method of initial contact is by phone. This is often followed up by a home visit to establish all of the issues rather than just concentrating on a specific issue in isolation.



Nature of the information and referrals made

The information and referrals made are varied!

The Impact



The impact on clients can be hard to define. Sometimes, simply talking through a problem is enough to settle their worries. Sometimes knowing what is available is enough and they take no further action

But there is one very measurable impact – money.

During the last 9 months, my signposting has increased the annual income to clients by £34,796 – that's income to the clients every year and entering the local economy.

One off grants, such as the Surviving Winter scheme has given £400 – this is in the form of a £200 individual grant to those really needy people who live in fuel poverty (spending more than 10% of their income on fuel). This means that they are able to keep warmer and healthier during the winter months.

General

Over the last 9 months, I have visited various coffee mornings, lunch clubs, social activities etc, Parish Council, Annual Parish and Area Board meetings – effectively I have tried to be wherever there are people who can learn what my service can offer and spread the word to those in need of help and support. My biggest and best method of communication is via the Parish magazines and newsletters. I cannot emphasise just how important these publications are. For those of us who are busy, they provide a point of reference and interest on what is happening around, but for those who have time on their hands, or may be housebound, the mags are read from cover to cover and bring a little of the outside world to their lives. As you will see from the statistics above, many of my referrals come as a direct result of articles in these magazines. My hearty and grateful thanks again to all of those involved in newsletter production.

As time goes by, I find that I am doing more one-to-one support leaving me with less time to “socialise”. With this in mind, I now have a network of “Older Persons Voices”, these are people who glean information from me to forward on to groups and individuals in the community and feed information back to me about what the trend of problems are. The system works really well; example recently where one of my Voices asked me to visit a lady who was struggling with her electric bills. I am pleased to be able to seek a Surviving Winter grant for her to help with the costs.

I am also leading the Health and Wellbeing Forum which brings together the GP Surgery Care Coordinators, Health Trainer, WSUN and our CEM so that we can exchange ideas and strive to make changes for the wellbeing of our communities.

This year has seen the start of “Its Only Sunday Lunch”, an idea I brought back from holiday. Simple concept – if you are on your own on Sundays, for whatever reason, it can be a very lonely day, so how about getting together? My thoughts were to arrange a venue for people in this situation to meet, enjoy a good meal and good company. The first one at The Wiltshire was in January and was enjoyed by all. It was very much a pilot, but now we have 30 people who will come and join us when they are able. I think that this is a first for Wiltshire and I hope to spread the word to other areas – lets beat this loneliness problem!

Lastly, individuals are just that, individual. Sometimes I visit a client and leave feeling that I haven't helped much as all of the services and help available is in place. But I did have feedback recently: *".....and thank you so much for visiting Mum and Dad. They felt like a huge weight had lifted from their shoulders after they had talked through their worries with you...."*. All it took was an hour of my time to talk to them, listen to their worries and reassure them that there is help available as and when they need it.



North Wiltshire Youth Provision – GMAS proposal

21st February 2017

Dear Alexa

Please find enclosed Gloucestershire Mentoring and Support CiC's (GMAS) draft proposal to deliver youth services in the Wotton Bassett and Cricklade area. I hope that all the information you require is contained within the document but if you do want any more information from us please do not hesitate to contact me at the email or telephone number below. **Section 2 is the bit that talks about what we propose to do so maybe that is the most important bit (but feel to read the rest of the other generic information).**

We are a young social enterprise that makes no profit but aims to provide quality support for young people, wherever that may be. Please come back to us with suggestions, ideas and revisions to this document so we can design the right provision for young people in the area

Yours sincerely

Ben Evans
Managing Director

Gloucestershire Mentoring and Support CiC
11 Orchard Way, Churchdown, Gloucestershire, GL3 2AN

Email: ben.evans@gloucestershiremas.co.uk | Phone: 07557 405 675 | Company Number: 8735439

1. Introduction

Gloucestershire Mentoring and Support CiC (GMAS) is a Social Enterprise registered with Companies House as a Community Interest Company. The Company was founded in October 2013 to meet the following aims:

- a) To provide commissioned professional mentoring for young people who have additional needs
- b) To provide youth services to commissioning bodies such a town, parish and district councils
- c) To use any profits we generate to recruit, train and manage volunteers to provide mentoring for young people.

We are delighted to make a proposal for providing services for young people in North Wiltshire from January 2017 under the second strand of our work.

2. Our proposal

GMAS proposes that we provide the structure and support of Wotton Bassett youth provision and Lynam youth provision from April 2017-Mar 2018, for 46 weeks of the year.

- **Input and support from Ben Evans Managing director. The managing Director is responsible for:**
 - Assisting with identifying and applying for additional funding
 - Providing insurance; safeguarding and Health and Safety; payroll services; and DBS certificates for any new volunteers or member of staff
 - Communicating with the Town Councils as and when required or is appropriate.
- **Provision of a qualified and experienced line manager to all staff including volunteers. The line manager is responsible for:**
 - Support and identify training for staff and volunteers
 - Offer supervision and support for staff and volunteers
 - Monitoring quality assurance through evaluation and planning records
 - Meet once every half term to facilitate a team meeting to ensure everyone is happy and having their needs met, as well as those of the young people who attend the centre
 - Co-ordinate volunteers and partners
 - Communicate with hall administrators to ensure smooth running of our hiring the space
- **Qualified and experienced youth workers to delivery front line services at a contract of 6 hours per week. The lead youth worker is responsible for:**
 - Opening up the youth club/project
 - Plan, record and evaluate sessions in line with good practice and quality assurance
 - Buy relevant materials and tuck shop supplies and plan stimulating and educational activities
 - Plan themes for terms and off-site trips when and where possible
 - Model good practice in working face to face with young people during the session
 - Lock up the building at the end of each session
 - Leave the halls clean and tidy in good order for the next group to use.

The cost for this service would be £11,500 for the year, plus costs to hire appropriate venues as needed.

We would also hope to increase this contribution by applying to external funders. Fund raising does not come with a guarantee but we would be confident (based on our experience in other areas) to be able to raise income to add further to the work in the Towns.

3 Why choose GMAS?

Quite simply because we deliver a better service than any other body currently operating in the local area in the areas we are tendering for! You are welcome to take references from any of the current committees who commission us, especially around issues such as quality of provision; reporting; “added-value” such as fund raising and support to the committee; and most importantly the change in culture of the youth clubs we have taken on following on from other providers. We are not a perfect organisation and try to learn from all the projects we run and mistakes we make, but moreover we try and learn from the mistakes other organisations make. This means we can often pre-empt mistakes and the following are what set GMAS apart from other organisations that may tender:

- We take time to understand the individual needs of committees and commissioners. We communicate with them regularly, listen and lead in equal measure, and foster positive relationships with them
- We employ good staff. This is a major area of learning since the County Councils’ withdrawal from Youth Clubs in 2011 and how other organisations have tried to respond to it. We have a mixture of qualified staff; adult volunteers; young leaders; and staff who we “talent-spot” and employ before they are qualified. The new staff often have transferable skills – such as being teaching assistants or community leaders – and we support them to become youth workers. We don’t rely on trainees or apprentices as, although we welcome people to train with us as part of their development, the model of relying on them can lead to poor quality provision
- We are excellent in facilitating partnerships and raising additional income.

4 Health, Safety and Safeguarding

Promoting the health, safety and wellbeing of young people is a key priority for GMAS. We take the following steps to ensure that we do our duty – and beyond – to ensure young people’s wellbeing is at the heart of what we do:

- Safe recruitment – we follow a safe recruitment policy which includes taking references on our staff (for this purpose “staff” includes volunteers); running DBS (previously CRB) checks on all staff; having regular supervision available for all staff; and doing direct visits to observe their practice
- Safeguarding Policy – we follow a Safeguarding Policy modelled on Gloucestershire Safeguarding Board’s example. Ben Evans is our Designated Safeguarding Officer. His experience in this area includes 15 years managing youth clubs and youth work settings; and three years managing risk with young people at high risk of harm as part of Gloucestershire’s Youth Offending Service
- Health and Safety Policy – we follow a simple health and safety policy and risk assess as the work we do. Our risk assessments follow a common sense approach and we embrace risk as a necessary part of adolescents growing up into rounded adults
- Staff training – we induct all our staff into the organisation. We encourage staff to train in safeguarding and have termly meetings where we discuss safeguarding matters and reinforce safeguarding good practice

5 Practical Arrangements

- ✓ GMAS is insured by AJK Insurance for Employers Liability (£10,000,000) and Public Liability (£5,000,000)
- ✓ GMAS is governed by constitution and managed by three Directors: Matt Tope, Craig Davey and Ben Evans
- ✓ GMAS is constituted as a “Community Interest Company”. This means that we are non-profit making. GMAS is run as a business in order to make a surplus which is directed to our social aims
- ✓ GMAS banks with the Unity Trust Bank. We require two signatories on all payments which is approved by major funders such as the National Lottery

Report to	Royal Wootton Bassett & Cricklade
Date of Meeting	22/03/2017
Title of Report	Community Youth Grants

1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Royal Wootton Bassett & Cricklade Area Board.

Application	Amount requested	
Applicant: GreenSquare Project Title: Parsonage Farm Close Street Art Project	£3000.00	
Applicant: The Rise Trust Project Title: ABC Healthy Eating Cooking courses View full application	£909.00	

2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2014/15 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2014/2015.

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

Community Youth Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.

3. The applications

Applicant: GreenSquare Project Title: Parsonage Farm Close Street Art Project	Amount Requested from Area	
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	Board: £3000.00	
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This application meets grant criteria 2016/17.

Project Summary: A graffiti art project to engage young people living in Cricklade. This project will enable young people to work with qualified artists to design and create a mural on garage doors in Parsonage Farm Close.

Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: Since the changes in youth provision, there has been a lack of activities and opportunities for young people to participate in. This project would provide a weekend activity for local young people. It will also increase their skills. GreenSquare recently funded a tutored skate session during half term. At this event we informally consulted young people to gauge interest in an art project and collated names and addresses of around 20 young people who are interested in taking part.

The project will be free to participants and held over a weekend with a couple of evening sessions in the run up to the weekend. The project will be promoted to local residents and to existing local youth groups fire cadets etc. Venues will be checked for accessibility and participation will be free. The project will be advertised widely and no preference given to any particular group of young people. Local youth providers will be encouraged to come along to the sessions to engage with the young people and promote opportunities available to them in the local area.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2330	The Rise Trust	ABC Healthy Eating Cooking courses	£909.00

Project Summary:

Any Body Can Cook improves lives by kindling a passion for cooking infusing memories of food and preparation that are both positive and fun. Multi-award winning ABC Cook engages individuals, promotes health, reduces isolation and builds communities through the sharing of food coupled with the development of cooking skills. All workshops deliver both in depth knowledge and hands on experience of the ingredients and methods.

Evidence-based content and delivery ensures sessions give participants a basic knowledge of how to prepare healthy and nutritious meals in an informal manner providing opportunities for family or community interaction, eating in a social context and some physical exercise. In an increasingly fast moving world the recipes created demonstrate how quick easy and cheap it

is to prepare and cook a healthy balanced meal from base ingredients.

Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community:

The Rise Trust runs a whole range of services for the families of North Wiltshire. As part of our action plan we are required to offer sessions to educate families in healthier lifestyles.

Working with Any Body Can Cook helps us to provide a stimulating and engaging learning environment for children and families sessions can be adapted to accommodate all needs or dietary requirements. Tailored session content enables individuals and communities to make healthier life choices equipping them with the practical skills needed to do this, supporting the prevention of diet-related diseases.

ABC Cook courses deliver a fun and practical approach to healthy eating and nutrition - providing activities, resources and guidance on the origin of ingredients, constituents of a balanced diet for different family members, effective understanding of food labelling, safe and hygienic storage preparation and cooking of food, money and energy saving tips when shopping and cooking and increased confidence and enjoyment of cooking simple and nutritious meals as a group.

Proposal

That the Area Board determines the application.

Grant Applications for Royal Wootton Bassett & Cricklade on 22/03/2017

ID	Grant Type	Project Title	Applicant	Amount Required
428	Community Youth Grant	Parsonage Farm Close Street Art Project	GreenSquare	£3000.00

Submitted: 08/02/2017 13:51:25

ID: 428

Current Status: Application Appraisal

To be considered at this meeting:

22/03/2017 Cricklade

1. Which type of grant are you applying for?

Community Youth 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?

Parsonage Farm Close Street Art Project

6. Project summary:

A street art project to engage young people living in Cricklade. This project will enable young people to work with qualified artists to design and create a mural on garage doors in Parsonage Farm Close.

7. Which Area Board are you applying to?

Royal Wootton Bassett & Cricklade

Electoral Division

Cricklade

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

SN6 6LX

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

Youth work/development

Arts/Culture

Community Project

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2016

Total Income:

£8382600.00

Total Expenditure:

£7812800.00

Surplus/Deficit for the year:

£5698000.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£6042000.00

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

PLEASE NOTE THAT THESE FIGURES ARE ALL SHORT BY ONE DECIMAL PLACE AS YOUR FORM DOES NOT ALLOW THE FULL FIGURE TO BE ENTERED EG TOTAL INCOME IS 83826000 AND NOT 8382600 This is the accumulated Income Expenditure reserve which has been reinvested in the Group. It is not cash. Although there is a small budget for community projects we still need to apply for additional funding to carry out projects.

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

10b. Project Finance:

Total Project cost		£4150.00		
Total required from Area Board		£3000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Materials and sessions	3850.00	GreenSquare Project Budget	yes	1150.00

Promotion and advertising 150.00
Refreshments 150.00

Total **£4150** **£1150**

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

No

DECLARATION

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

Quotes:

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)

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.

ID	Grant Type	Project Title	Applicant	Amount Required
2330	Community Area Grant	ABC Healthy Eating Cooking courses	The Rise Trust	£909.00

Submitted: 23/02/2017 13:14:09

ID: 2330

Current Status: Application Appraisal

To be considered at this meeting:

22/03/2017 Cricklade

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?

ABC Healthy Eating Cooking courses

6. Project summary:

Any Body Can Cook improves lives by kindling a passion for cooking infusing memories of food and preparation that are both positive and fun. Multi-award winning ABC Cook engages individuals promotes health reduces isolation builds communities through the sharing of food coupled with the development of cooking skills. All workshops deliver both in depth knowledge and hands on experience of the ingredients and methods. Evidence-based content and delivery ensures sessions give participants a basic knowledge of how to prepare healthy and nutritious meals in an informal manner providing opportunities for family or community interaction eating in a social context and some physical exercise. In an increasingly fast moving world the recipes created demonstrate how quick easy and cheap it is to prepare and cook a healthy balanced meal from base ingredients.

7. Which Area Board are you applying to?

Royal Wootton Bassett & Cricklade

Electoral Division

Tbc

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

SN4 8BA

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

Children & Young People

Economy, enterprise and jobs

Food, farming and local markets

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2016

Total Income:

£727883.00

Total Expenditure:

£696994.00

Surplus/Deficit for the year:

£80889.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

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

We have to hold reserves sufficient to cover monthly staff salaries in the event of late payment of grants. We are small community group.

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

10b. Project Finance:

Total Project cost		£1818.00		
Total required from Area Board		£909.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Travel	408.00	The Rise Trust		909.00
Planning paperwork	360.00			
Food	420.00			
Session Delivery	630.00			
Total	£1818			£909

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

Yes

12. If so, which Area Boards?

Calne

Chippenham

Corsham

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

The Rise Trust runs a whole range of services for the families of North Wiltshire. As part of

our action plan we are required to offer sessions to educate families in healthier lifestyles. Working with Any Body Can Cook helps us to provide a stimulating and engaging learning environment for children and families sessions and can be adapted to accommodate all needs or dietary requirements. Tailored session content enables individuals and communities to make healthier life choices, equipping them with the practical skills needed to do this and supporting the prevention of diet-related diseases. ABC Cook courses deliver a fun and practical approach to healthy eating and nutrition - providing activities, resources and guidance on the origin of ingredients, constituents of a balanced diet for different family members, effective understanding of food labelling, safe and hygienic storage preparation and cooking of food, money and energy saving tips when shopping and cooking and increased confidence and enjoyment of cooking simple and nutritious meals as a group.

14. How will you monitor this?

Evaluation completed at the start and end of the course. Follow up contact with families to discuss if they have been able to implement the learning from the courses and any benefits they have from healthy eating.

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

Through fund raising and applying for grants and donations

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)

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.

Report to	Royal Wootton Bassett & Cricklade Area Board
Date of Meeting	22/03/2017
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below

Applicant	Amount requested
Applicant: 16 Feathers badminton club Project Title: 16 Feathers junior badminton View full application	£666.20

1. Background

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

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

2. Main Considerations

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

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

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

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

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

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

8. Safeguarding Implications

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

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
2273	16 Feathers badminton club	16 Feathers junior badminton	£666.20
Project Description: To add a junior section to the 16 Feathers badminton club based at Braden Forest School, The Peak, Purton. At present the club has five junior members and would like to increase this number for children around this area. The ultimate goal is to find a national champion.			
Input from Community Engagement Manager: This project meets the Wiltshire Council Business Plan 2013-17 priority in bringing communities together to enable and support them to do more for themselves. The project also meets the community identified JSA 2016 priority for children and young people by providing positive leisure time activities. The applicant has worked closely with the Sports Development Officer (who is supportive of the application) to select the most appropriate equipment and to help develop the local club.			
Proposal That the Area Board determines the application.			

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

Report Author:

Alexa Davies
Community Engagement Manager
01249 706610
Alexa.davies@wiltshire.gov.uk

Grant Applications for Royal Wootton Bassett & Cricklade on 22/03/2017

ID	Grant Type	Project Title	Applicant	Amount Required
2273	Community Area Grant	16 Feathers junior badminton	16 Feathers badminton club	£666.20

2273	Community Area Grant	16 Feathers Junior Badminton	16 Feathers Badminton Club	£666.20
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Submitted: 24/01/2017 11:16:17

ID: 2273

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?

16 feathers junior badminton

6. Project summary:

To add a junior section to the 16 Feathers badminton club based at Braden Forest School, The Peak, Purton. At present the club has five junior members and would like to increase this number for children around this area. The ultimate goal is to find a national champion.

7. Which Area Board are you applying to?

Royal Wootton Bassett & Cricklade

Electoral Division Purton

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

SN5 4AA

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

Children & Young People
2012 Olympic Legacy
Festivals, pageants, fetes and fayres
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Safer communities
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

11/2016

Total Income:

£4704.00

Total Expenditure:

£4700.00

Surplus/Deficit for the year:

£4.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£4.00

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

The money raised is just over 4700 which has paid for a years hall hire for the Wednesday and Sunday club sessions the juniors. Any extra money coming in pays for shuttles as the club is run not for profit.

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

10b. Project Finance:

Total Project cost		£666.20		
Total required from Area Board		£666.20		
Expenditure		Income		Tick if income
(Itemised	£	(Itemised		confirmed
expenditure)		income)		£
Badminton sets	396.00			
2 bases 2 posts				

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 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.



Cricklade, Purton and Royal Wootton Bassett Community Policing Team Update



Hello and welcome to this Community Policing Team report.

As many of you may have seen in the news over recent months, a number of police services nationwide have invested in body worn video cameras. Wiltshire Police is currently conducting a trial of this technology and will, further to evaluation, look to roll it out to frontline officers and staff over spring and summer.

The technology has had proven benefits in other forces and we are confident that it will help us bring offenders to justice and serve our communities more effectively and efficiently. Body worn cameras are as much about the people behind the lens as they are the people in front of the lens and they will help us to further improve openness and transparency as well as upholding the high standard of service we always aim to deliver.

Throughout March, you may notice Wiltshire Police taking a more in-depth look at equality, diversity and inclusion. At a recent conference for the South West Black Police Association, hosted at Police HQ in Devizes, Chief Constable Mike Veale discussed the importance of recognising and celebrating difference. Having a diverse organisation not only makes the police service more representative of the communities it serves, but also culturally richer and more receptive to different perspectives. We encourage you to keep an eye on our Wiltshire Police social media accounts as we offer an insight about this very important aspect of policing during March.

In addition we will be supporting a national campaign to raise awareness of the dangers of using a mobile phone while driving and to highlight the changes in legislation that come into effect in March.

Inspector Mark Luffman has now taken over from Inspector Dave Hobman as inspector for the North Wiltshire Community Policing Team and PS donna West, has replaced PS Gill Hughes, as his deputy.

Thank you for your continued support to Wiltshire Police.

Please follow us on:

Twitter <https://twitter.com/wiltshirepolice>

Facebook <https://www.facebook.com/wiltshirepolice/>

Crimes that have an impact on the community reported between 4th January 2017 and 13th March 2017

These are not all the crimes reported and do not include offences between family members, road traffic collisions or driving offences but are crimes where the community may be effected, where being aware of the crime may help prevent you becoming a victim or where we are seeking witnesses or information.

Burglary

Between 04/01/2017 and 05/01/2017 in Mustang Way, Swindon - a cycle was stolen from an Insecure garage.

19/01/2017 Otter Way, RWB, person has attempted to gain entry to home by causing extensive damage to the door. No entry gained and nothing stolen.

23/01/2017 Hooks Hill, Purton, people have entered an insecure garage, causing damage to the garage door. Assorted Hand tools and Halfords professional 200 pieces kit worth £300.00 was stolen

Btwn 25/01/17 and 26/01/2017 Fairfield, Cricklade entry gained to a house via ground floor small UPVC window, then reached in through small open window to open larger window. LG 32"LCD television stolen.

26/01/17 Masefield Road, RWB, suspect has forced their way in through the conservatory, opened a few doors and stolen £300. He was approx . 5'7" tall, medium/stocky build wearing dark clothing/tracksuit. (enquiries ongoing)

27/01/17 High Street, Cricklade Unknown suspect (s) have broken into an unoccupied retail premises.

14/02/17 Costcutters, Lyneham 2 people were arrested and are on bail after offenders smashed the glass in the front door at the location and have entered the premises and stolen bottles of alcohol and attempted to break open a till but were unsuccessful and then attempted to gain entry to the ATM by smashing off the front panel

Between 24/02/17 and 25/02/17 Collins Lane, PURTON Unknown suspect has entered insecure vehicle and ripped off and taken the ignition compartment, further to this the suspect has then entered the insecure shed and has stolen a draw knife, a wooded plain, a large screw driller, and a Pembina rucksack all TVO £250.

Malmesbury Road Leigh 31/01/17 Entry gained into sheds, sat navs and stihl chain saw stolen

Between 13 and 06/03/17 Miltons Way, RWB person/s have forced the plastic around the lock of a detached garage. Door has been lifted and a bike has been taken which was under blanket. Stolen Road bike SCOTT SOLACE – Black and Red worth £1900

08/03/2017 High Street Cricklade – Offender broke into retail premises, Marc FEW from Cricklade has been charged with this offence.

Between 07 and 08/03/17 Alex Farm, Cricklade Unknown suspect has forced entry into property by forcing open a ground floor bathroom window. Various items were stolen from within. Suspect has also removed the fuel cap from a vehicle, scratched the rear off side door and scratched the word 'MO' on the bonnet.

Between 08/03/17 and 09/03/17 The Folly, Lyneham Unknown suspect(s) have gained entry by smashing a window that leads into kitchen. Paintings have been taken along with some china. Damage has also been caused to larder and storage room doors.

Theft

19/02/17 Royal Wootton Bassett Unknown suspect[s] have stolen 8 drums of steel wire from location. Location is a solar farm under construction.

07/01/2017 Lydiard Plain, Swindon. 2 males have attempted to steal scrap batteries, they were disturbed by the owner. They were in an R registered white LWB Mercedes van.

Between 20 and 26//01/17 Hayes Knoll, Purton An unseen person has attacked galvanised steel double farm gate at a field entrance; padlock broken off and heavy roll-over latch has been stolen

Between 13 and 14/02/2017 Britannia Crescent, Lyneham - Bathroom suite has been stolen from garden

Between 17 and 20/02/17 Quarry, Cirencester Road, Latton Unknown suspects have stolen an pneumatic breaker for an excavator TVO £4750.00, the suspects have cut through the gates and stolen the item.

Theft from motor vehicle

On evening of 04/01/2017 Pound Close, Lyneham Unknown suspect has stolen two rear tyres from IP's vehicle by unknown means, leaving the vehicle on bricks.

Between 11 and 13/03/17 16 thefts from Motor vehicles have occurred in Royal Wootton Bassett, these are mainly to insecure vehicles and appear to be happening in the early hours.

Between 06 on 07/03/17 Farm premises, Calcutt Unknown suspect/s have climbed a fence to gain access to the property, have removed keys from a number of vehicles and caused damage to vehicles.

Between 05/01/17 and 13/03/17 in Purton 9 vehicles have been broken into. Most of these offences have occurred in the early hours.

Between 05 and 07/02/17 2 vehicles in Cricklade have had the catalytic convertors removed whilst being parked on drives.

Criminal Damage

Between 10 and 11/01/17 Village Centre, Church Street, Purton Unknown person/s have caused damage to the special wet pour safety surface of a children's play ground. It has been picked at and pulled up.

11/01/2017 Deansfield, Cricklade. Offenders have smashed the window of a vehicle parked on a driveway.

5 vehicles in Lyneham, Purton and RWB have had damaged caused possibly by keys

31/01/17 North Wall, Cricklade—vehicle has been damaged whilst parked, this is 2nd times in 2 days

On 12/02/17 Cloatley Crescent, Royal Wootton Bassett - Unknown suspects has scratched both nearside doors of a vehicle

23/02/17 Pike House Close, Cricklade Suspect has kicked large hole in panel fencing.

Between 12 and 14/02/17 Swindon and Cricklade Railway, Blunsdon Unknown suspects have sprayed graffiti on three railway carriages.

Between 06 and 07/03/17 Recreation area, Church Street, Purton Unknown Suspect(s) have been climbing on roof of shed at location and have made a hole in felt roof, possibly by putting a foot through it.

Criminal damage cont...

22 to 23/02/17 Common hill Unknown Suspect(s) have driven vehicle onto Golf course. They have completed a series of spins, which has churned up the links and fairways, resulting in sections of the course being unplayable.

06 –07/03/17 The fiddle, Cricklade Unknown suspect has caused damage to the garden shed, believed to be by way of force by boot, the paint on the door has been damaged, lock still in tact.

10/03/17 Cricklade Leisure Centre Unknown suspect has caused damage to vehicle by scratching deep circle shape into paintwork. Vehicle had been parked in council run car park at leisure facility.

Drugs

04/01/2017 A male in Purton was found to be in possession of cannabis and was given a cannabis street warning.

21/01/17 at 19.43 hrs Purton – a vehicle was stopped and the occupant found in possession of what is believed to be Ketamine.



The link below is for Community Messaging. PC Poole, Community Coordinator for this area sends out a daily message, if there has been any crime that she feels will benefit the community to be aware of. This includes thefts, scams and burglaries, the aim is to inform you of what is happening in your area, help you take any actions to avoid becoming a victim of crime and to alert you as a potential witness to any crime. Its easy to sign up and only messages, relevant to your area, are sent to your email inbox.

<https://www.wiltsmessaging.co.uk/>

The email address for the Wiltshire North Community Policing team is
northwiltshirecpt@wiltshire.police.uk
Please phone 101, or 999 in an emergency to report any incidents or
crimes

Local Priorities

Since the Community Policing Team Model rolled out, we have been setting the local area priorities in a more fluid way. The priorities, in the most simplistic form, are what officers are expected to be doing, and where they should be patrolling, when they are not responding to ongoing crimes or incidents, or not carrying out enquiries relating to those crimes and incidents.

The priorities are set every two weeks and may be long term or short term. They are decided upon by Police Sergeant and Inspector using various information including:

- the views and concerns of the public expressed at area board and other public meetings.
- reviewing crime reports to enable the identification of crime series or identification of prolific offenders.
- reviewing logs of calls created by the control room that often highlight problems with antisocial behaviour, speeding, dangerous driving etc. that impact the community in a detrimental way.
- evaluating information received from the Police Community Support Officers and the Community Coordinator, who assist with identifying local issues and working on medium to long term issues for the community.
- the input of the team sergeants who supervise the PCs in the sector and allocate and manage crimes and incidents as they are reported.
- various other departments can also add to this picture such as intelligence units and crime analysts.

The force control strategy is also used to evaluate the priorities considering threat, harm and risk.

The priorities for the whole of this Community Policing Team i.e. Royal Wootton Bassett, Malmesbury and Cricklade have during January and February included :

Reducing anti social behaviour in Cricklade, this has resulted in a number of Anti Social Behaviour Orders being issued to both adults and youths. These allow an arrest and fast procedure to put someone in front of a court for anti-social behaviour. A youth has been dealt with for 12 offences relating to Anti Social Behaviour in Cricklade.

Road Safety— Officers have been out carrying out road safety checks including speed checks and enforcing use of mobile phones and wearing of seat belts. A number of people have been issued with fixed penalty notices regarding this. A number of vehicles have also been seized as they had no insurance.



Cyber Crime—We are all vulnerable both businesses and individuals

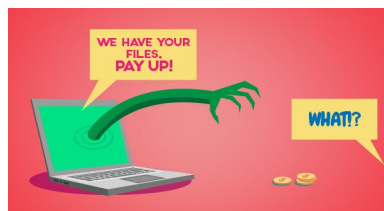
I was fortunate to be sent on a mornings training regarding cyber crime, I say fortunate as I would have paid to attend, as I came straight home and carried out some basic house keeping around my own computer use that I am sure will make me less likely to be a victim of cyber crime. I also realised how prevalent this crime is and how easy it is to become a victim, but also how easy it is to make yourself less vulnerable. The trainer was from an organisation called Get Safe Online and there website is <https://www.getsafeonline.org/>

I am putting the web site link early, in case you don't read the rest of this this article, if you shudder at the thought of technology and it's all a bit too much please just visit the site—it's excellent and if you find this button and click here even a complete newbie will find easy to follow information



We were told there are three simple steps to take that will protect you from 80% of cyber crime

- ◇Update your operating system regularly (or apps)
- ◇Have a strong password (and a different password for each site you visit)
- ◇Have up to date virus software



For small businesses the biggest threat is ransomware—this is where your files are encrypted and you are charged a fee (ransom) to unlock them, this can be devastating to a business. Please visit get safe online's website and look at the instructions on how to protect your

EMAIL SECURITY FROM THE GET SAFE ONLINE SITE

EMAIL IS BOTH AN EXCELLENT COMMUNICATION TOOL AND ALSO A WAY THAT COMPANIES CAN INFORM YOU ABOUT THEIR LATEST PRODUCTS AND SERVICES. HOWEVER, EMAIL IS FREQUENTLY USED TO DELIVER UNWANTED MATERIAL WHICH IS AT BEST, ANNOYING AND AT WORST, MALICIOUS – CAUSING CONSIDERABLE HARM TO YOUR COMPUTER AND YOURSELF.

These include the following: **Spam (or Junk) email**

The vast majority of email sent every day is unsolicited junk mail. Examples include:

- Advertising, for example online pharmacies, pornography, dating, gambling.
- Get rich quick and work from home schemes.
- Hoax virus warnings.
- Hoax charity appeals.
- Chain emails which encourage you to forward them to multiple contacts (often to bring 'good luck').

Get started...

Always be vigilant when receiving or responding to emails.

Make sure your spam filter is always switched on to minimise the risks.

How spammers obtain your email address

- Using automated software to generate addresses.
- Enticing people to enter their details on fraudulent websites.
- Hacking into legitimate websites to gather users' details.
- Buying email lists from other spammers.
- Inviting people to click through to fraudulent websites posing as spam email cancellation services.
- From names/addresses in the cc line, or in the body of emails which have been forwarded and the previous participants have not been deleted.

The very act of replying to a spam email confirms to spammers that your email address exists.

How to spot spam

Spam emails may feature some of the following warning signs:

- You don't know the sender.
- Contains misspellings (for example 'porn' with a zero) designed to fool spam filters.
- Makes an offer that seems too good to be true.
- The subject line and contents do not match.
- Contains an urgent offer end date (for example "Buy now and get 50% off").
- Contains a request to forward an email to multiple people, and may offer money for doing so.
- Contains a virus warning.
- Contains attachments, which could include .exe files.



The risks

- It can contain viruses and spyware.
- It can be a vehicle for online fraud, such as phishing.
- Unwanted email can contain offensive images.
- Manual filtering and deleting is very time-consuming.
- It takes up space in your inbox.

email Scams

Scams are generally delivered in the form of a spam email (but remember, not all spam emails contain scams). Scams are designed to trick you into disclosing information that will lead to defrauding you or stealing your identity.

Examples of email scams include:

- emails offering financial, physical or emotional benefits, which are in reality linked to a wide variety of frauds.
- These include emails posing as being from 'trusted' sources such as your bank, HMRC or anywhere else that you have an online account. They ask you to click on a link and then disclose personal information.

Phishing emails



Phishing is a scam where criminals typically send emails to thousands of people. These emails pretend to come from banks, credit card companies, online shops and auction sites as well as other trusted organisations. They usually try to trick you into going to the site, for example to update your password to avoid your account being suspended. The embedded link in the email itself goes to a website that looks exactly like the real thing but is actually a fake designed to trick victims into entering personal information.

- The email itself can also look as if it comes from a genuine source. Fake emails sometimes display some of the following characteristics, but as fraudsters become smarter and use new technology, the emails may have none of these characteristics. They may even contain your name and address.
- The sender's email address may be different from the trusted organisation's website address.
- The email may be sent from a completely different address or a free webmail address.
- The email may not use your proper name, but a non-specific greeting such as "Dear customer."
- A sense of urgency; for example the threat that unless you act immediately your account may be closed.
- A prominent website link. These can be forged or seem very similar to the proper address, but even a single character's difference means a different website.
- A request for personal information such as username, password or bank details.
- You weren't expecting to get an email from the organisation that appears to have sent it.
- The entire text of the email may be contained within an image rather than the usual text format. The image contains an embedded link to a bogus site

Use email safely

- Do not open emails which you suspect as being scams.
- Do not forward emails which you suspect as being scams.
- Do not open attachments from unknown sources.
- If in doubt, contact the person or organisation the email claims to have been sent**

- Do not readily click on links in emails from unknown sources. Instead, roll your mouse pointer over the link to reveal its true destination, displayed in the bottom left corner of your screen. Beware if this is different from what is displayed in the text of the link from the email.
- Do not respond to emails from unknown sources.
- Do not make purchases or charity donations in response to spam email.
- Don't click on 'remove' or reply to unwanted email.
- Check junk mail folders regularly in case a legitimate email gets through by mistake.
- When sending emails to multiple recipients, list their addresses in the 'BCC' (blind copy) box instead of in the 'To' box. In this way, no recipient will see the names of the others, and if their addresses fall into the wrong hands there will be less chance of you or anybody else receiving phishing or spam emails.
- Similarly, delete all addresses of previous parties in the email string, before forwarding or replying.
- If you are suspicious of an email, you can check if it is on a list of known spam and scam emails that some internet security vendors such as McAfee and Symantec feature on their websites.
- Most Microsoft and other email clients come with spam filtering as standard. Ensure yours is switched on.
- Most spam and junk filters can be set to allow email to be received from trusted sources, and blocked from untrusted sources.
- When choosing a webmail account such as gmail, Hotmail and Yahoo! Mail, make sure you select one that includes spam filtering and that it remains switched on.
- Most internet security packages include spam blocking. Ensure that yours is up to date and has this feature switched on.

Taken from the <https://www.getsafeonline.org/> website

This report was produced by PC 863 Poole



Update for Royal Wootton Bassett & Cricklade Area Board

Update from	DWFRS District Commander Jason Underwood
Date of Area Board Meeting	22/03/17

Headlines/Key Issues

- Still looking for new Firefighters, please look at website or come and visit at your local Fire Station.

-
- On going Risk awareness work with local businesses and other community work.
 - RWB Shed opening very soon at RWB Fire Station

-
- Safe and Well Checks are available and free on website

-
- RWB Incidents since last Area Board up to 03/01/17

Automatic Fire Alarms - 9
Fires - 10
Other - 2
Special Service - 6

Total – 27 Incidents

Cricklade Incidents since last Area Board

Automatic Fire Alarms - 6
Fires - 9
Other - 2
Special Service - 17

Total – 26 Incidents

A number of these incidents are duplicates where both stations attended the same incident. Both stations also support colleagues across Wiltshire for relief crews and enhancing our attendance at certain incidents.

March 2017

Sustainability and Transformation Plan

A short guide on Bath and North East Somerset, Swindon and Wiltshire's Sustainability and Transformation Plan (STP) has been produced.

The guide provides a summary of our local five year STP and sets out the significant challenges that we face and the opportunities we must take to ensure local people can access high quality, sustainable and safe, physical and mental health care into the future.

The plan considers the reasons services need to change and how we can provide them differently in a way that benefits patients and helps people stay healthier for longer.

There are three areas where change is urgently needed to ensure health and care services meet the needs of local people well into the future:

1. Improving health and wellbeing
2. Improving the quality of care people receive
3. Ensuring our services are efficient

Our plan needs to respond to the needs of local people, patients and carers as well as healthcare professionals and voluntary organisations.

Our goal is to improve the way that health and care services are delivered across B&NES, Swindon and Wiltshire with the aim to ensure that everyone gets the high-quality health and care they need, regardless of where they live.

We'd love to hear what you think, and are committed to engaging with people as our plans develop. Engagement events will be publicised through media, our websites and through local Healthwatch. You can also share your views in the following ways:

Send an email to: ruh-tr.STP-BSW@nhs.net or contact your local Healthwatch office, an independent body representing the voice of patients and public.

The STP short guide can be viewed on Wiltshire CCG's website: <http://www.wiltshireccg.nhs.uk>



Planning for the future

Bath and North East Somerset,
Swindon and Wiltshire's
Sustainability and Transformation
Plan (STP)

A short guide

Act F.A.S.T at the first signs of stroke

Wiltshire CCG is supporting Public Health England's national Act F.A.S.T stroke campaign.

The campaign aims to raise awareness of the symptoms of stroke and encourages people who recognise any single one of the symptoms of stroke, in themselves or other, to call 999 immediately.

A stroke is a 'brain attack, caused by a disturbance in the blood supply to the brain. It's a medical emergency that requires immediate attention, so recognising the symptoms of stroke and calling 999 for an ambulance is crucial.

Symptoms:

Face – has their face fallen on one side? Can they smile?

Arms – can they raise both arms and keep them there?

Speech – is their speech slurred?

Time to call 999



There are some other symptoms that people should be aware of as these may occasionally be due to stroke, these include:

- Sudden loss of vision or blurred vision in one or both eyes
- Sudden weakness or numbness on one side of the body
- Sudden memory loss or confusion
- Sudden dizziness, unsteadiness or a sudden fall, especially with any of the other symptoms

Approximately 110,000 people have a stroke each year in England. It is the third largest cause of death, and the largest cause of complex disability; over half of all stroke survivors are left with a disability.

The sooner somebody who is having a stroke gets urgent medical attention, the better their chances of a good recovery.



Area Board Update - March 2017

Healthwatch Wiltshire is a local independent organisation which exists to speak up for people on health and care. If you have used a service recently then we would like to hear from you. We use what people tell us when we meet with the commissioners and providers of services to make sure that they take account of your views and experiences.

End Of Life Care

New End of Life Care pages are live on the Your Care Your Support Wiltshire Website:

www.yourcareyoursupportwiltshire.org.uk/endoflifecare. We have consulted with the Wiltshire Carers Action Group, Wiltshire End Of Life Programme Board and end of life specialist staff at Bath RUH and Wiltshire Health & Care. The pages are a good starting point for people who have questions about end of life care.



We are working on listing providers of end of life services for the service directory, which does include providers of palliative medicines. If anyone has any suggestions about other providers to share, then please let us know.

During the course of our research, we have found that Marie Curie have also drafted pages which will help health and social care workers expand their knowledge of palliative care - www.mariecurie.org.uk/professionals/palliative-care-knowledge-zone

Similarly, Facebook have addressed the digital legacy issue by allowing you to nominate someone who can be your legacy contact. You can add, change or remove a legacy contact on Facebook through this link: www.facebook.com/help/1070665206293088?helpref=related, but chat to the person you're nominating first though!

Finally, March 2017 is Free Wills Month. Members of the public aged 55 and over can contact one of the firms of solicitors participating in the Free Wills Month campaign to request an appointment. There is also a downloadable will planner at <https://freewillsmoonth.org.uk/>.

These links will be worked into the end of life pages shortly.

Would you like to join the Healthwatch Wiltshire board?

Change is an inevitable part of the successful development of any organisation, and Healthwatch Wiltshire is no exception. Since it was set up in March 2013, Healthwatch Wiltshire has evolved to become a trusted and valued part of the local health and social care scene.



The original directors were appointed for a period of three years, with an option to extend their terms of office for a further two years. This ensures that membership of the Board is periodically refreshed, at the same time as ensuring continuity and a smooth handover of responsibilities. We are always on the lookout for local people who would like to use their passion and commitment to support others to speak out and influence the future of health and care in Wiltshire! If you would like to be considered, please download the recruitment pack from the Healthwatch Wiltshire website www.healthwatchwiltshire.co.uk/wp-content/uploads/2016/12/Board-Pack-Final.pdf



Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk

Update for Royal Wootton Bassett & Cricklade Area Board

Update from	Lyneham and Bradenstoke Parish Council
Date of Area Board Meeting	22 nd March 2017

Headlines/Key Issues

- Lyneham and Bradenstoke held two drop in sessions regarding the Neighbourhood Plan. The first in Bradenstoke followed by one in Lyneham. The sessions were aimed at giving information about neighbourhood planning, obtaining information on important issues in the parish and offering an opportunity for parishioners to get involved in shaping the future of the parish. Although there was modest attendance at both sessions most people who attended have indicated they would like to be involved in helping produce the plan.

-
- The Parish Council have recently supported grant applications for improvements to the Village Hall in Bradenstoke and the Church Hall in Lyneham.

-
- The First Aid Training session organised by the Parish Council in January was a great success. All who attended were very complimentary about the delivery of the training. We now have 14 more qualified first aiders throughout the Parish.

-
- The ROSE Litter Campaign **R**espect **O**ur **S**urroundings and **E**nvironment has now been launched in the Parish. This has received a very positive response from the majority of parishioners.

-
- The Parish Council is currently looking into a new design for the 3 Welcome to Lyneham signs at the entrances to the village. They are hoping to take on board suggestions made by members of the public to be incorporated into the design.

Lyneham and Bradenstoke carried out a very successful Community Litter Pick. There were 20 volunteers helping from the villages and approximately 90 REME Staff and Trainees in attendance. Over 90 bags of litter were collected.

***Update for Royal Wootton Bassett & Cricklade
Area Board***

Wiltshire Council

Royal Wootton Bassett and Cricklade Area Board

DATE

Subject: Area Board Highways Information

Cabinet Member: Councillor Philip Whitehead – Highways and Transport

Key Decision: No

Executive Summary

The local highway network is vital to providing connectivity for businesses and communities, and effective maintenance to ensure its availability is essential to the economic development of the county. Wiltshire Council recognises the importance of maintaining and managing its highway network effectively.

The 'Local Highways Investment Fund 2014 – 2020' is addressing the long standing under investment in highways maintenance, which has been a problem nationally for many years.

The significant investment of £21 million annually for six years by Wiltshire Council has already seen a substantial improvement in the condition of the county's road network, with a 30% reduction in the carriageway maintenance backlog in the first two years of the investment.

Information has been prepared for each Area Board (see **Appendix 1**) showing the schemes completed in recent years, and a summary of road condition information.

An indicative list of priority sites for treatment in 2017/18 has been developed (see **Appendix 2**). The list includes surface dressing and surfacing of minor roads to improve their condition and prevent deterioration.

Proposals

It is recommended that:

- (i) It is noted that good progress has been made on implementing the 'Local Highways Investment Fund 2014 – 2020', and there has been a substantial improvement in road conditions in Wiltshire.
- (ii) The list of proposed are reviewed and any amendments or potential future sites for treatment are forwarded to the Highways Asset Management Team for further investigation.

Reason for Proposals

The highway network forms the Council's largest asset, and it is important that it is maintained in the most cost-effective way in order to show value for money. This includes the use of asset management and whole life costing approaches to inform investment decisions.

Asset management principles have been applied for many years in Wiltshire to ensure appropriate investment with longer term planning. The list of proposed sites for treatment in 2017/18 should further improve the condition of the Council's roads.

Parvis Khansari
Associate Director Highways and Transport

Wiltshire Council

Royal Wootton Bassett and Cricklade Area Board

DATE

Subject: Area Board Highways Information

Cabinet Member: Councillor Philip Whitehead – Highways and Transport

Key Decision: Yes

Purpose of Report

1. To provide an update on progress on the 'Local Highways Investment Fund 2014 – 2020', and to consider future road resurfacing sites.

Relevance to the Council's Business Plan

2. The highways service supports three priorities of the Council's Business Plan:
 - Outcome 2 – People in Wiltshire work together to solve problems locally and participate in decisions that affect them
 - Outcome 3 – People in Wiltshire have a high quality environment
 - Outcome 6 – People are as protected from harm as possible and feel safe

Background

3. The local highway network is vital in providing connectivity for businesses and communities; effective maintenance to ensure its availability is essential to the economic development of the county. Wiltshire Council recognises the importance of maintaining and managing its highway network effectively.
4. The highway network in Wiltshire comprises 4,400 kilometres of road, 3.9 million square metres of footway, 981 bridges and over 50,000 street lights and illuminated signs. The replacement value of the assets is over £5 billion, and it would cost over £330 million to resurface all of the Council's roads.
5. The condition of the county's roads is important to the public. This is demonstrated by the results of the Council's People's Voice and the National Highways and Transportation (NHT) surveys, which indicate low levels of public satisfaction with road conditions nationally.
6. In October 2013 Cabinet agreed to increase highway maintenance funding to £21 million for six years. This was subsequently included in the Council's future budget, and forms the basis of the 'Local Highways Investment Fund 2014 – 2020'. The increased investment in highways maintenance has enabled a large

number of schemes to be progressed to improve the condition of the network and its infrastructure.

7. The Council has applied the principles of asset management to the maintenance of the highway network, which involves taking into account the lifecycle of the assets and monitoring performance of the intervention and investment strategies. The Highways Asset Management Policy and Strategy were reviewed by the Environment Select Committee in October 2015 and subsequently adopted by Cabinet.

Main Considerations for the Council

Local Highways Investment Fund 2014 – 2020

8. The 'Local Highways Investment Fund 2014 – 2020' is addressing the long standing under investment in highways maintenance and consequent backlog, which has been a problem nationally for many years. The proposed significant investment of £21 million annually for six years by this Council is delivering substantial improvements in the condition of the highway network in Wiltshire.
9. A range of investment options was initially considered, which ranged from spending the minimum necessary to keep road conditions unchanged to treating the whole of the network. It was intended that the investment should be used to improve approximately 664 kilometres of the network (about 15%), and that annually up to 238 Kilometres of road could be surfaced, depending on the treatment required and the deterioration of the network.
10. In the first two years of the investment there were a number of sites which needed substantial reconstruction work and, as expected, the lengths of road treated were consequently less than the indicative target. In 2016/17 a substantial programme of surface dressing has been undertaken and the total length of road resurfaced has increased considerably.

Year	Length treated (km)
2014/15	148
2015/16	182
2016/17	250

11. A total of 580 kilometres of road has been resurfaced to date, and the Council is currently on target to achieve the anticipated improvement by 2020, subject to funding continuing at current levels. There have also been a significant number of smaller sites treated with hand patching, which has addressed localised areas in poor condition.
12. The detailed calculation of the backlog carried out by the Council's specialist consultants WDM indicates that there has been a significant reduction in the highways maintenance backlog in the first two years of the investment:

	2013/14	2014/15	2015/16
Calculated backlog	£69.4 million	£63.3 million	£48.2 million

13. The backlog has decreased by 30% since the 'Local Highways Investment Fund 2014 – 2020' started. Good progress has been made in reducing the backlog, but continuing investment, as originally planned, would be required to remove the remaining backlog.
14. A summary of road conditions and other highway information has been prepared for the Area Board (see **Appendix 1**). This information will form the basis of data to be made available on the Council's website, including regularly updated information on potholes and other reports through the My Wiltshire app, the website and by telephone. The website will also be developed to explain the Council's highway maintenance policies and strategies in greater detail.
15. The Council's highways maintenance investment strategy was developed using the Department for Transport funded Highways Maintenance Efficiency Programme (HMEP) toolkit, which identified that timely investment in surface dressing of the minor rural roads would be cost-effective given the current condition of the local road network.
16. The individual sites for treatment were identified from the technical surveys of the road conditions, and were assessed and confirmed by the highway engineers. The lists of proposed sites for treatment have been reviewed by the Area Boards where representatives of the town and parish councils have been given the opportunity to consider local priorities.
17. Surface dressing work was carried out on a number of minor roads across the county last summer. This work sometimes known as 'tar and chippings' is preventative maintenance to seal the road construction and restore skid resistance. It is a cost effective way of extending the useful life of the roads.
18. Not carrying out any maintenance on these minor roads may initially appear attractive in order to save money, but in the longer term that would be a false economy as the repairs would be substantially more expensive if the roads were allowed to deteriorate, and there would be an increasing risk of claims as a result of accidents. The cost of injury compensation claims can be significantly higher than the repair costs, and the cost of doing repairs once a road is in bad condition would be much higher.
19. The overall condition of the road network in Wiltshire is now broadly similar to other authorities in the south west. However, based on the 2015 survey results, which are the latest available nationally, the condition of Wiltshire A roads is the same as the national average, but is below the south-west average. The B and C road conditions in Wiltshire are better than both the national and south west averages, but still not as good as in some of the other authorities in the south west.

20. The condition of the unclassified roads is more difficult to compare as the assessment methods are not necessarily consistent across authorities. In general terms the condition of the more important unclassified roads in Wiltshire compares well with similar authorities, but further assessment will be required to get a better understanding of conditions across the south west.
21. The National Highways and Transportation (NHT) surveys indicate that public satisfaction with road conditions in Wiltshire is below the national average, and for some years has been consistently lower than for similar authorities in the south west. It is anticipated that the effects of the current investment strategy will improve the results of future public satisfaction surveys.

Proposed Surfacing Programme 2017/18

22. Road safety is the top priority, and it is important to treat those sites identified as having reduced skid resistance in accordance with the Council's Skid Resistance Policy. It is necessary to have adequate skid resistance in order to reduce accidents and avoid claims against the Council.
23. There are a number of processes used to improve the road surface:
 - a. Retexturing- the surface is roughened by high pressure steel shot or water to abrade the surface to produce a rougher surface texture. This is cost-effective and avoids the substantially more expensive resurfacing which would otherwise be required.
 - b. Surface dressing – the traditional 'tar and chip' where the road is sprayed with hot bitumen and stone chippings are spread and rolled in. This is a cheap solution to seal the road surface and protect the underlying construction. This process should ideally be repeated every six or seven years.
 - c. Resurfacing – the existing road surface is usually milled off and a new layer of bituminous material is laid. In many cases stone chippings are rolled in to provide additional texture. This is the most durable surfacing but is expensive compared to the other treatments.
24. Careful consideration is given to which treatment to use, taking into account the condition of the existing road surface, volume and type of traffic. In some cases deeper reconstruction is required on sections of road to ensure there is a suitable foundation for the new surface.
25. There are a number of sites which were identified for treatment in previous years which for various reasons it has not yet been possible to complete yet. These have been included in the proposed programme for 2017/18, and will generally be programmed for the start of the programme.
26. There was an extensive programme of surface dressing of rural roads across the county this year. Within the villages and the more built up areas this treatment can be less robust, especially where there are significant vehicle turning

movements, and other surfacing materials can be more effective in these locations. It is intended to carry out surfacing in many of the built up areas adjacent to these recently surface dressed roads.

27. It has been some years since there has been surface dressing on many of the county's minor roads and this is a process which should ideally be repeated every six or seven years. It is proposed to continue the programme of surface dressing in 2017/18, with a large number of sites in the south of the county identified for treatment.
28. A list of priority sites for carriageway resurfacing work has been identified for the Area Board in 2017/18 (see **Appendix 2**). The list of sites will be reviewed and developed in more detail following consideration by the relevant Area Board.
29. The condition of many of the footways in residential areas has been a concern for some years. It has been possible to treat some of these in conjunction with adjacent carriageways when they have been resurfaced, but there are many footways which would benefit from treatment even though the road is in reasonable condition.
30. A survey of the condition of the county's footways is approaching completion and is being used to develop a list of sites for treatment. In view of the amount of footway in need of treatment it is proposed to prioritise the renewal or resurfacing of those areas identified as being in worst condition. The local Highways Engineers are reviewing the sites for treatment, taking into account the survey data.

Safeguarding Implications

31. None.

Public Health Implications

32. The condition of roads and related infrastructure can have serious safety implications. Improving the condition of highways contributes to reducing accidents, especially with regard to improving skid resistance. Roads, bridges, highway structures, signs and street lighting need to be kept in good condition in order to protect the public and those maintaining the assets.
33. The investment through the 'Local Highways Investment Fund 2014 – 2020' is improving the condition of the highway network and safety.

Corporate Procurement Implications

34. There are no procurement implications at this stage.

Equalities Impact of the Proposal

35. The improved maintenance of the highway network, its management using sound asset management principles, and good performance by the highways

contractors, should benefit all road users, including public transport, and vulnerable road users such as cyclists and pedestrians.

Environmental and Climate Change Considerations

36. The effects of climate change could be significant for the highway network as was seen in the flooding of 2014, and the consequent damage to the roads, footways and drainage systems. Having robust maintenance strategies to improve the condition of the network helps build resilience into the infrastructure.
37. Where possible, suitable materials arising from road resurfacing schemes are recycled. Large quantities of road planings are used to repair damage on rights of way and on county farms, or provided to community groups. The presence of tar bound materials in older carriageways has caused problems on some sites as it has to be disposed of as contaminated waste, with consequent cost implications. Options for in-situ and other recycling processes are being examined in order to increase the recycling of highway materials.

Risk Assessment

38. The application of good asset management principles, including the planned maintenance of the highway infrastructure and the establishment of formalised asset management policies, helps reduce the risk of incidents and claims.

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

39. There is a risk of increased accidents, claims and public dissatisfaction if the programme of highway maintenance is not delivered or delayed. The principles of asset management have been followed by this Council for many years, but as future DfT funding will be dependent on demonstrating the application of good practise and asset management principles. Failure to do so will result in reduced funding in future years.

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

40. It is important to ensure that highways asset management and service delivery are implemented effectively. Processes are currently in place with Service Delivery Teams established. These include representatives from the Council, consultants and contractors involved in delivering the services, and report to the Contract Management Meeting comprising senior managers from those organisations.

Financial Implications

41. The highway network and related infrastructure forms the Council's largest asset, and has a replacement value of over £5 billion. It is important that they are maintained in the most cost-effective way in order to achieve value for money. This includes the use of a whole life costing approach to inform investment decisions.

42. The increasing drive for asset management from DfT will mean that failure to demonstrate the application of this approach will result in reduced funding from central government. An increasing proportion of available funding will be potentially withheld as an incentive. By 2020/21 Wiltshire could lose out on £2,782,000 of DfT funding if good asset management is not followed.
43. The financial pressures on the Council are well understood, and it may be necessary to reduce investment in the future. This would reduce the scope for consultation with the Area Boards as resurfacing work would need to be concentrated on those sites with serious safety defects.

Legal Implications

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

Options Considered

45. There is a need to continue to apply asset management principles to the highway network and to ensure the performance of the contractors involved in delivering the service is good in order to keep the network in good condition and to ensure value for money.

Conclusions

46. The highway network forms the Council's largest asset, and it is important that it is maintained in the most cost-effective way in order to show value for money. This includes the use of whole life costing approaches to inform investment decisions.
47. The 'Local Highways Investment Fund 2014 – 2020' has provided the opportunity to address the long standing under investment in highways maintenance, which has been a problem nationally for many years. The significant investment of £21 million annually by Wiltshire Council is seeing a substantial improvement in the condition of the highways network.
48. Good progress has been made in delivering the programme of highway maintenance and has included the involvement of the Area Boards to help set local priorities. It is intended that this process should continue in future years.

Parvis Khansari
Associate Director Highways and Transport

Report Author:
Peter Binley
Head of Highways Asset Management and Commissioning
January 2017

The following unpublished documents have been relied on in the preparation of this report:

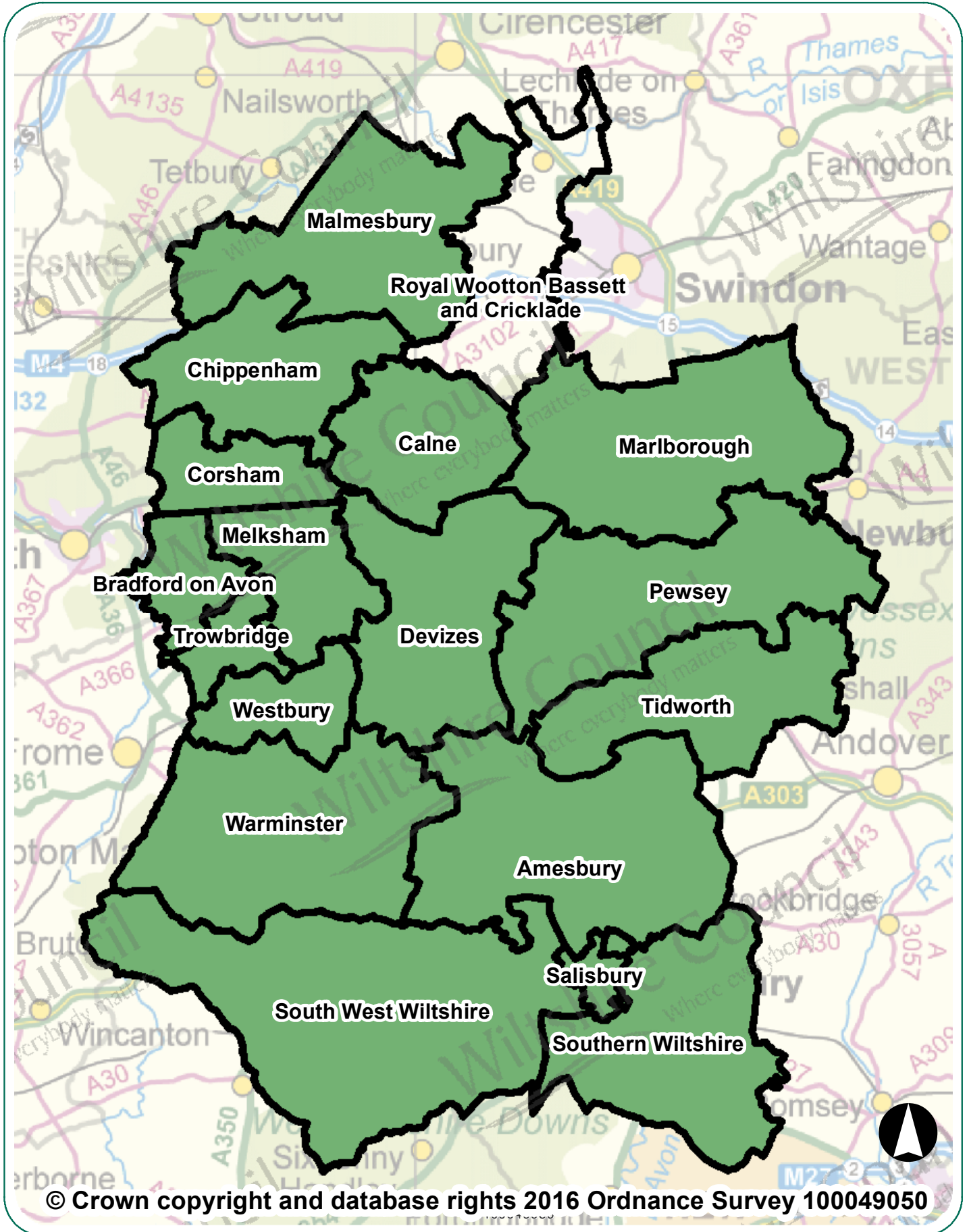
None

Appendices

Appendix 1 – Local Highways Information

Appendix 2 – Proposed priority surfacing sites for 2017/18

Royal Wootton Bassett & Cricklade Area Board Highway Information



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Royal Wootton Bassett & Cricklade Area Board Highway Information

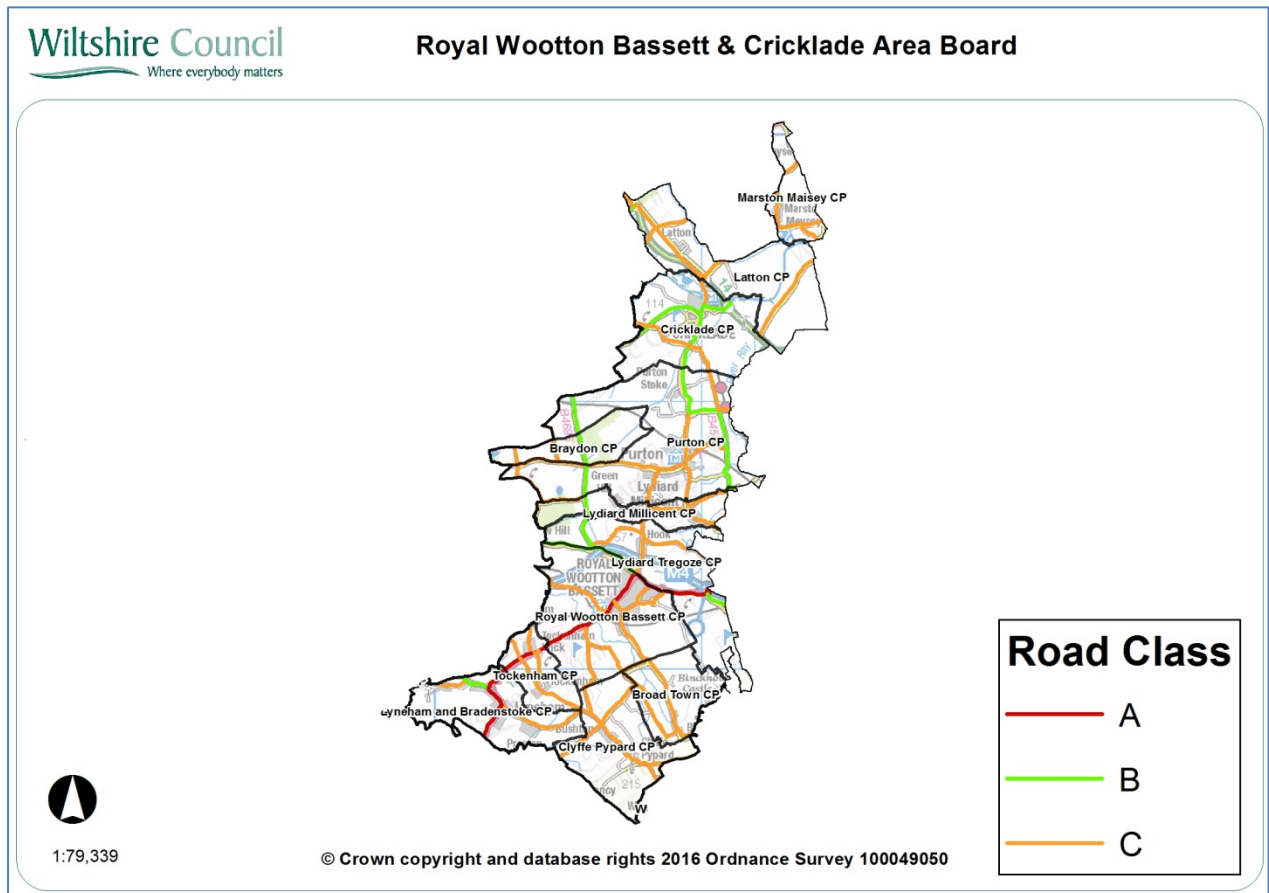
Introduction

This document summarises highway information for your area board. It lists the recent highway and related work carried out by Wiltshire Council, including the road resurfacing carried out during the first two years of the 'Local Highways Investment Fund 2014 – 2020', and includes other information which should be of interest.

Further information on the Council's activities is available at the website www.wiltshire.gov.uk. If you wish to report a specific highway issue please use My Wiltshire. Details are provided at the end of this document.

Parishes in the community area are:

Purton, Braydon, Cricklade, Latton, Marston Maisey, Lydiard Millicent, Lyneham and Bradenstoke, Tockenham, Clyffe Pypard, Broad Town, Lydiard Tregoze, Royal Wootton Bassett



Network statistics in your area

Road length by class

Road type	Urban (km)	Rural (km)
A Class Roads	4.92	9.41
B Class Roads	3.66	21.49
C Class Roads	25.73	71.40
Unclassified Roads	62.8	33.55
Total	97.11	135.85
	Overall Total	232.96

The council categorises its roads to reflect their importance. This enables an effective assignment of highway inspection frequencies and maintenance standards.

Highway assets in your area

The council keeps an inventory of its highway assets in order to assist planning its highway maintenance. Important statistics relating to your board area are:

Asset Type	Measure
Carriageway	232.96 km
Footways adjacent to road	139 km
Footways (linked)	19.84 km
White road centre lines	113 km
Road kerbs	183 km
Grass verge (maintained)	330 km
Drainage grips	1, 924 number
Drainage pipe grips	396 number
Drainage gullies	4, 827 number
Road signs	1, 824 number
Street lights	1, 307 number

Major highway maintenance

Road resurfacing

Wiltshire has over 3,000 miles of road. The Council's 'Local Highways Investment Fund 2014 – 2020' is making a massive investment to improve the condition of the roads in Wiltshire over six years. The programme of work started in April 2014, and is designed and supervised by the Council's consultants Atkins, with the work carried out by our main highway contractors Tarmac and Eurovia.

The work carried out in the first two years of the programme has improved a considerable number of the roads in previously poor condition. The locations of sites treated in recent years are shown below.

Carriageway repairs

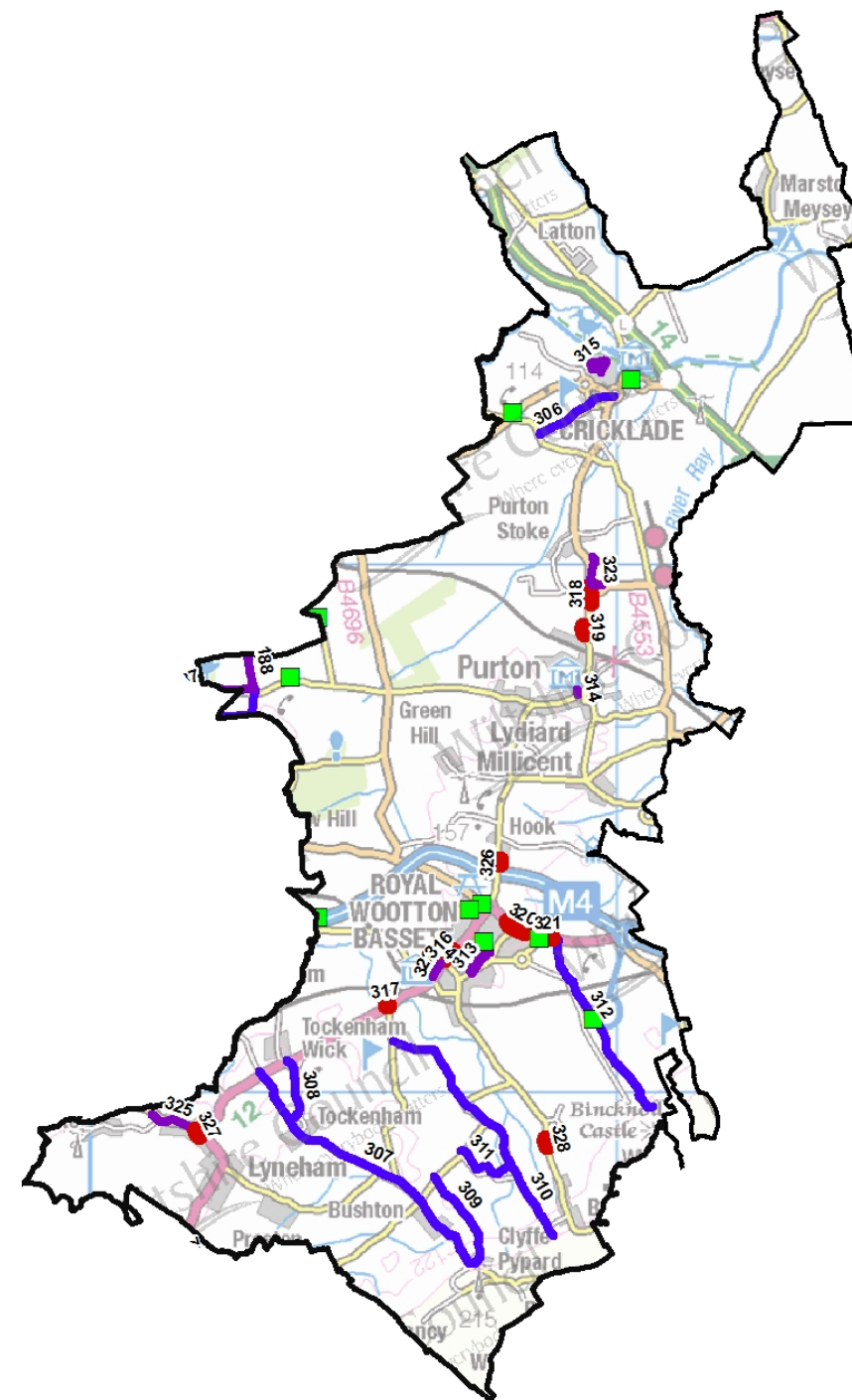
As well as resurfacing roads other works are undertaken to make localised repairs to keep the roads safe. The works undertaken in your area since 2014 are shown on the map below.

The wet winter and flooding in previous years has resulted in substantial damage to the road network. It is important that serious defects are treated promptly to keep the roads safe. The Council currently operates four Pothole teams that respond to urgent issues to keep the roads safe.

Plan showing major maintenance schemes & hand/machine patching sites completed since 2014



Royal Wootton Bassett & Cricklade Area Board



- Hand/Machine Patching
- Resurfacing
- Skid Resistance Treatments
- Surface Dressing

1:79,343

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Major maintenance completed since 2014

No	Location	Works
306	Chelworth Road	Surface Dressing
307	Greenway	Surface Dressing
308	Primrose Hill	Surface Dressing
309	Wood Street	Surface Dressing
310	Unnamed road - Thornhill (junction Breach Lane to junction with Pye Lane, Thornhill)	Surface Dressing
311	Manor Farm, Thornhill	Surface Dressing
312	Opp Sally Pusey Inn, Swindon	Surface Dressing
313	Parsons Way, RWB	Resurfacing
314	Play Close, Purton	Resurfacing
315	White Horse Road, Cricklade	Resurfacing
187	Junction at Pond Plantation east to crossroads north of Queen Street	Surface Dressing
188	Ravenroost Road to Queen Street crossroads	Surface Dressing
316	Station Rd To Lime Kiln	Skid Resistance Improvements
317	Tockenham Wick (Park House) To Breach Lane	Skid Resistance Improvements
318	Cricklade Road, Purton	Skid Resistance Improvements
319	30mph Purton to Junction B4553	Skid Resistance Improvements
320	Swindon Road (Prince Of Wales Rbt To 60mph) To Stone	Skid Resistance Improvements
321	Bincknoll Rbt To M4 Junc. 16 Interchange	Skid Resistance Improvements
194	Gorsdon to Minety	Resurfacing
322	A3102 North of White Hill Lane to Town Centre, RWB	Resurfacing
323	B4553 Watkins Corner	Resurfacing
324	UC Church Street, Royal Wootton Bassett	Resurfacing

Royal Wootton Bassett & Cricklade Area Board Highway Information

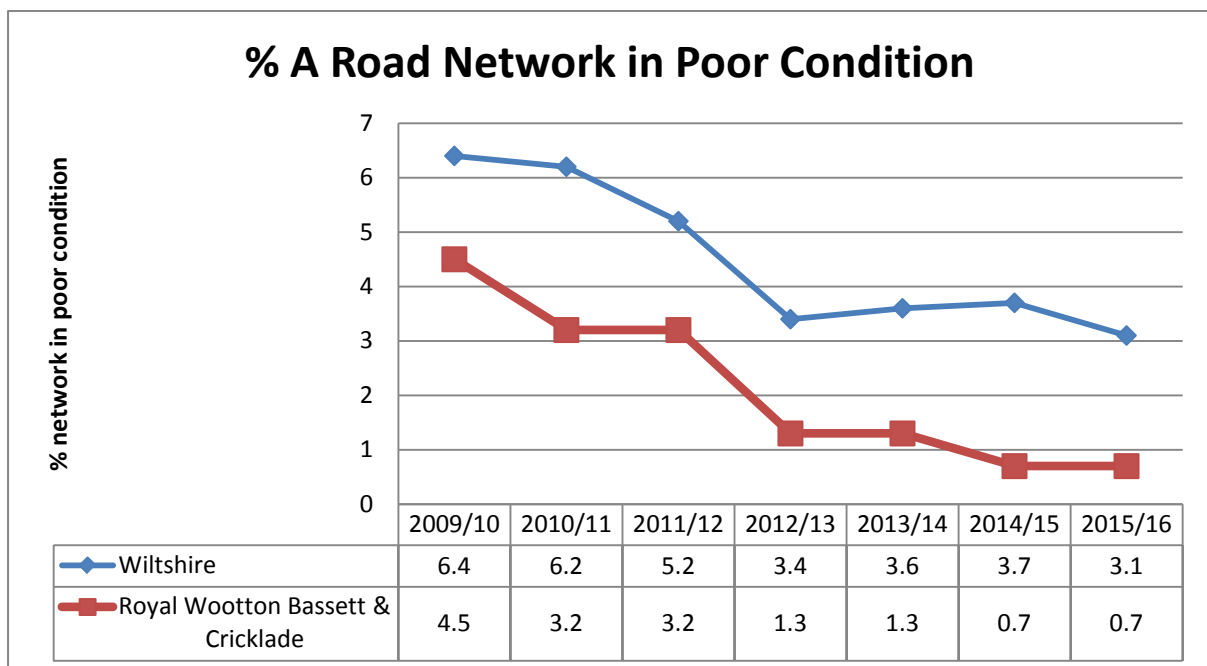
No	Location	Works
325	B4069 Chippenham Road, Lyneham	Resurfacing
326	Un-named road, Hook	Skid Resistance Improvements
327	A3102 Calne Road, Lyneham	Skid Resistance Improvements
328	Broad Town Road Near Marston Farm, Broad Town	Skid Resistance Improvements

Highway conditions and technical surveys in your area

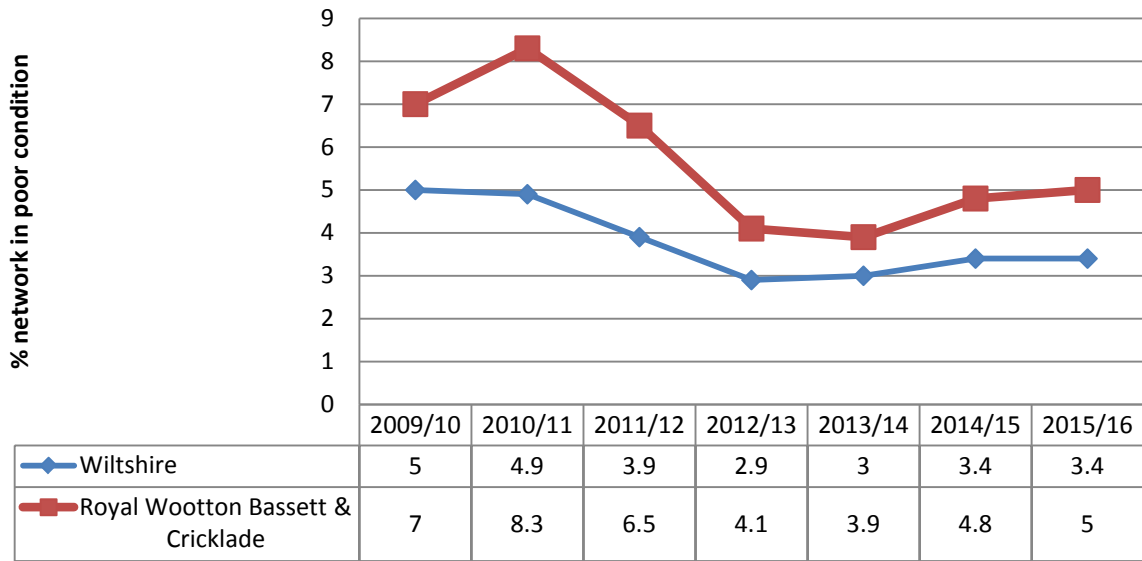
Roads deteriorate in condition because of various factors, including traffic volumes, ground conditions, and weather and drainage issues. Technical surveys of the condition of the highway network are carried out annually and the information is used to help prioritise schemes. Road safety is the priority, and maintaining adequate skid resistance on the busy high speed roads is vital.

The surveys include the use of a vehicle equipped with lasers and cameras to record road surface condition, which allows us to report on road conditions to the Department for Transport and to prioritise maintenance work. Other surveys include measuring skid resistance on the busier roads.

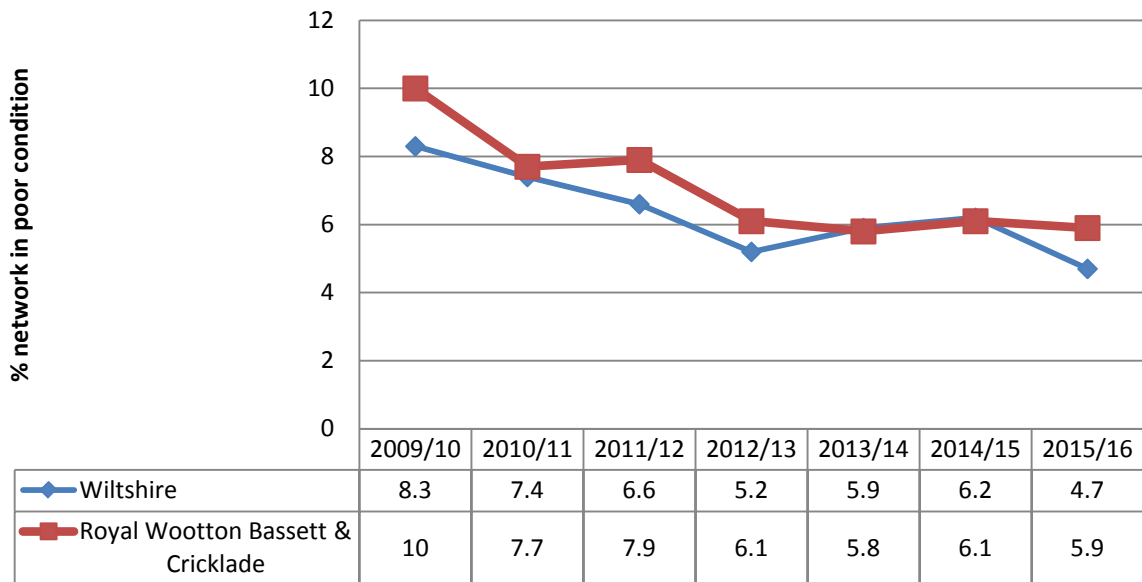
The road conditions in your area are shown below. It should be noted that low numbers are good because it indicates that less road length should be considered for treatment. More detailed information is shown in Appendix A.

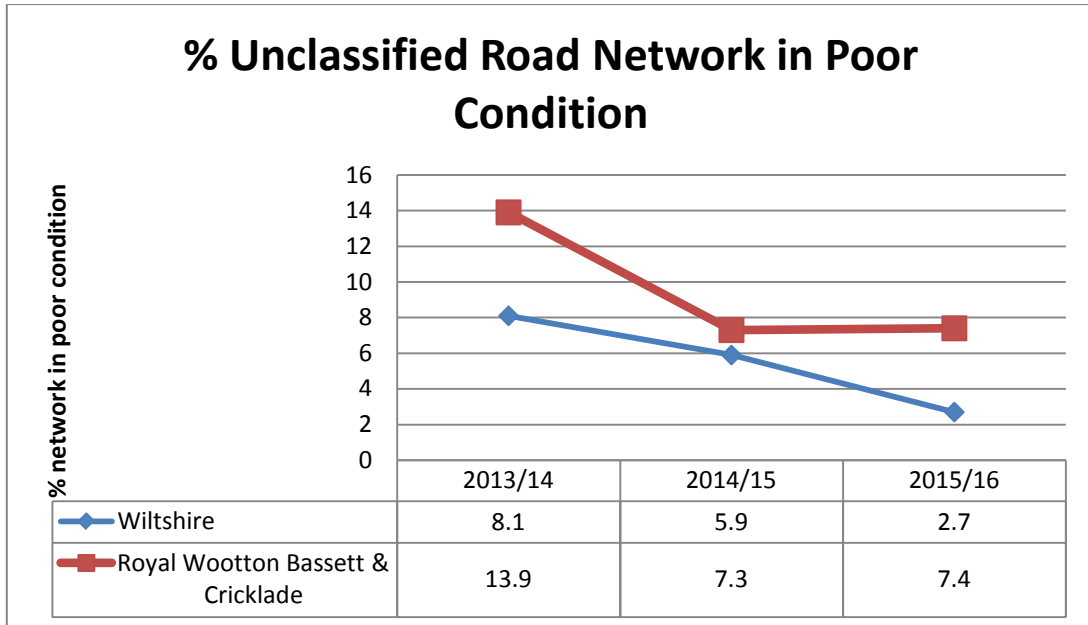


% B Road Network in Poor Condition



% C Road Network in Poor Condition





Integrated transport, bridge and drainage works

Integrated transport

The Council's traffic engineering team work with our contractors to plan and deliver a range of projects to the local community, most notably through the Area Boards and Community Area Transport Groups (CATGs). The schemes range in size and complexity from simple sign installation through to more complex road safety and improvement schemes.

Bridges

The Council regularly inspects its bridges and other highway structures. There is a programme of renewal and refurbishment works to keep them in good condition, as well as having to respond to damage caused by collisions.

Drainage

Programmes of drainage investigations, repairs and flood alleviation schemes are undertaken throughout the year, but the flooding in recent years has meant that there has been a need to respond immediately to flooding issues, as well as dealing with previously identified problem sites. The drainage improvement and flood alleviation work is co-ordinated through the Council's Operational Flood Working Groups that include the Environment Agency, Wessex Water, other organisations and stakeholders.

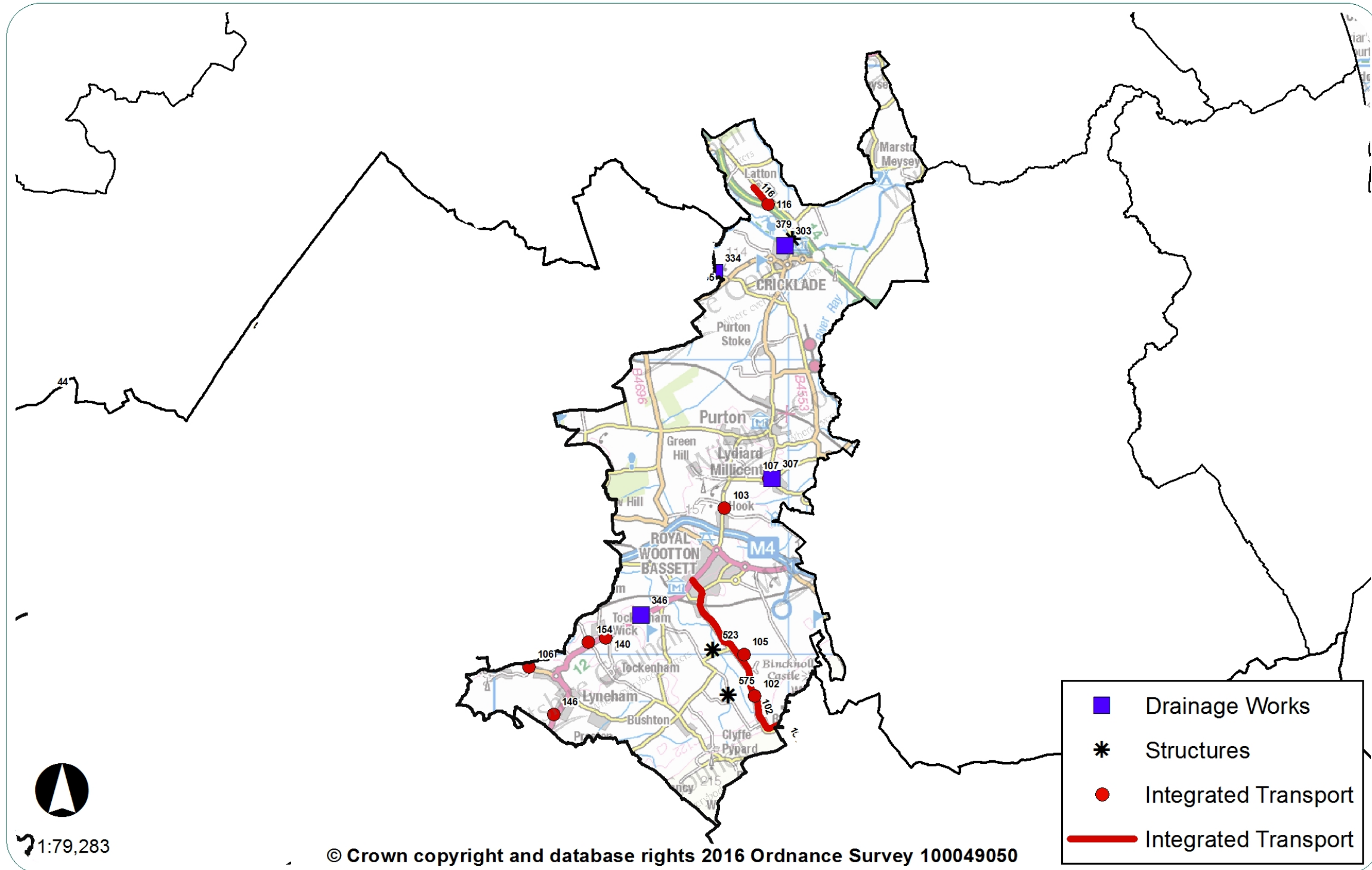
Recent work in your area

The Integrated Transport, Bridge and Drainage schemes carried out in your area since 2015 are listed below.

Plan showing completed integrated transport, bridge and drainage schemes since 2015



Royal Wootton Bassett & Cricklade Area Board



Integrated transport schemes since 2015

No	Location	Description
102	Broad Town	Measures to enforce speed limit
103	Hook	Traffic calming
105	Lydiard Green	Footway
106	B4069 Bradenstoke Junction	Proposed footway
107	Lydiard Millicent	Road safety by church
116	C419 Latton	New 7.5t Weight Limit, including electrics
140	Tockenham	Single track road signs
146	Lyneham	Village nameplates
154	Tockenham	Trow Lane - Unsuitable for HGV signs

Bridge schemes since 2014

No	Location	Description
575	Broad Town	Trial Holes & Road Closure
379	Cricklade	High Bridge Cricklade, re-point arch barrel and elevations
523	Wootton Bassett	Barnhill, Bridge arch barrel & spandrel

Drainage works since 2015

No	Location	Description
303	Royal Wootton Bassett and Cricklade	Watercourse restoration
307	Royal Wootton Bassett and Cricklade	Drainage improvements for footpath installation
346	Royal Wootton Bassett and Cricklade	Replacement of failed/root ingresses pipes

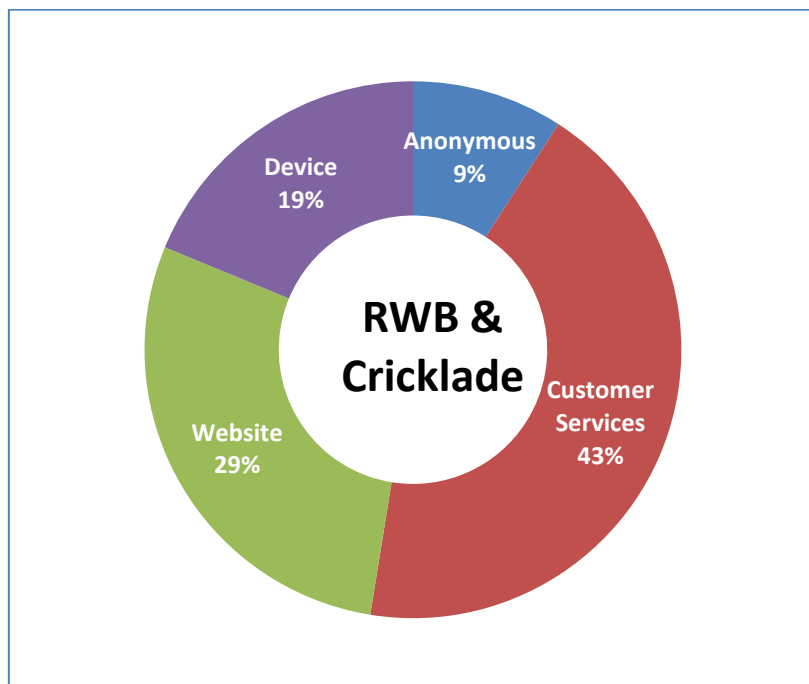
My Wiltshire



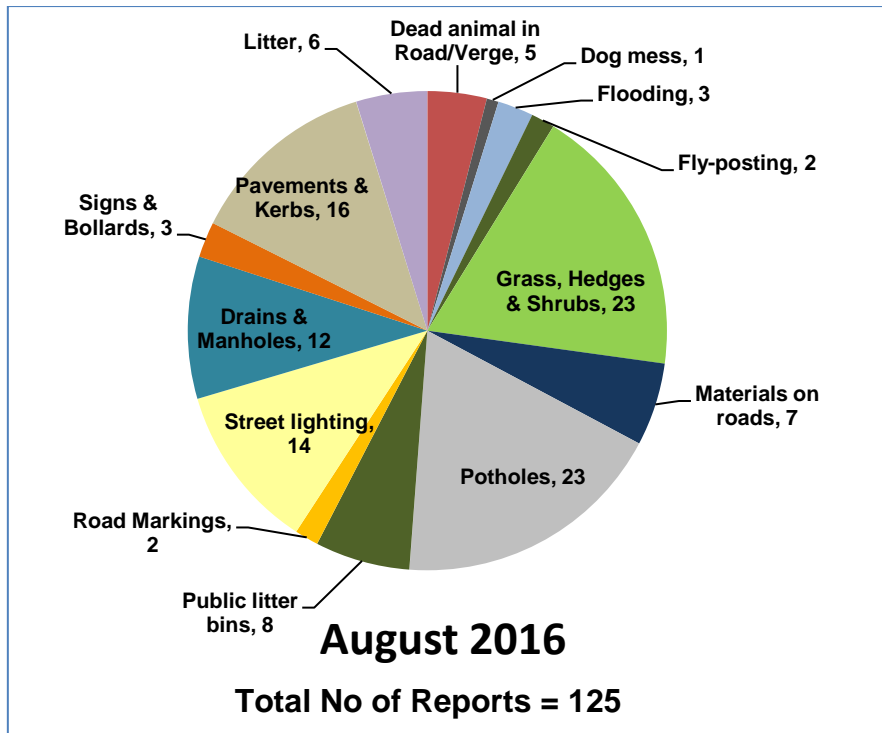
My Wiltshire provides an easy way to report highway issues, including using the Council's website. We have an app so you can report on the go using your smartphone. The My Wiltshire app is available to download at both the [App Store](#) (for iPhones and iPads), from [Google Play](#)[™] (for Android phones) and Windows Store. You can attach information such as photos or videos and pinpoint the location of your report using the mapping software on your phone.

A summary of recent reports in your area is shown below, and further details are shown in Appendix B.

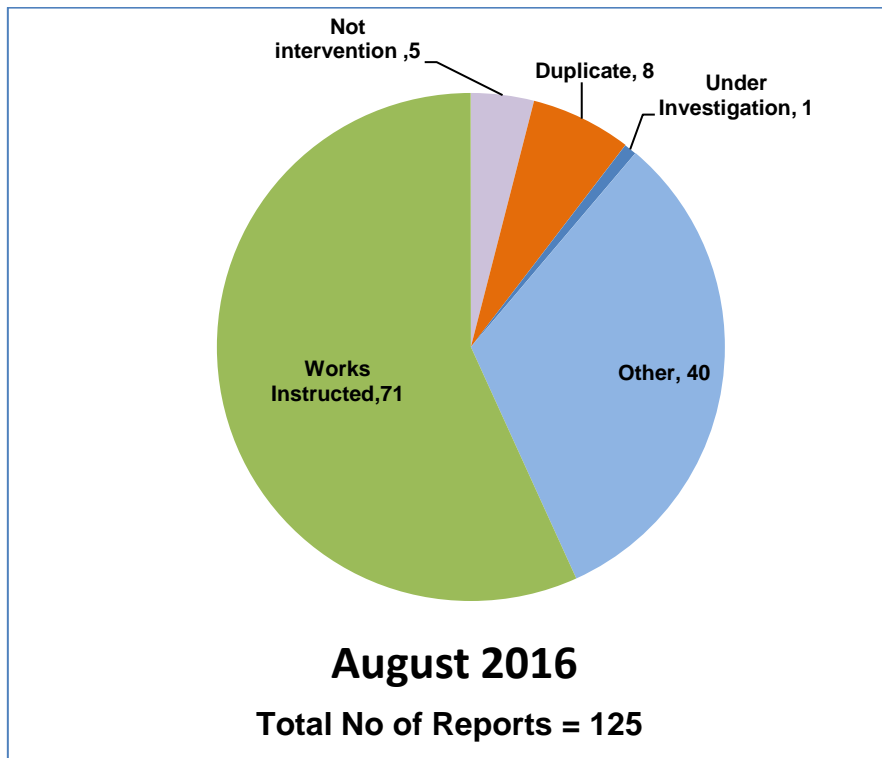
Customer reporting methods in your area



Customer reports in your area for the month of August 2016



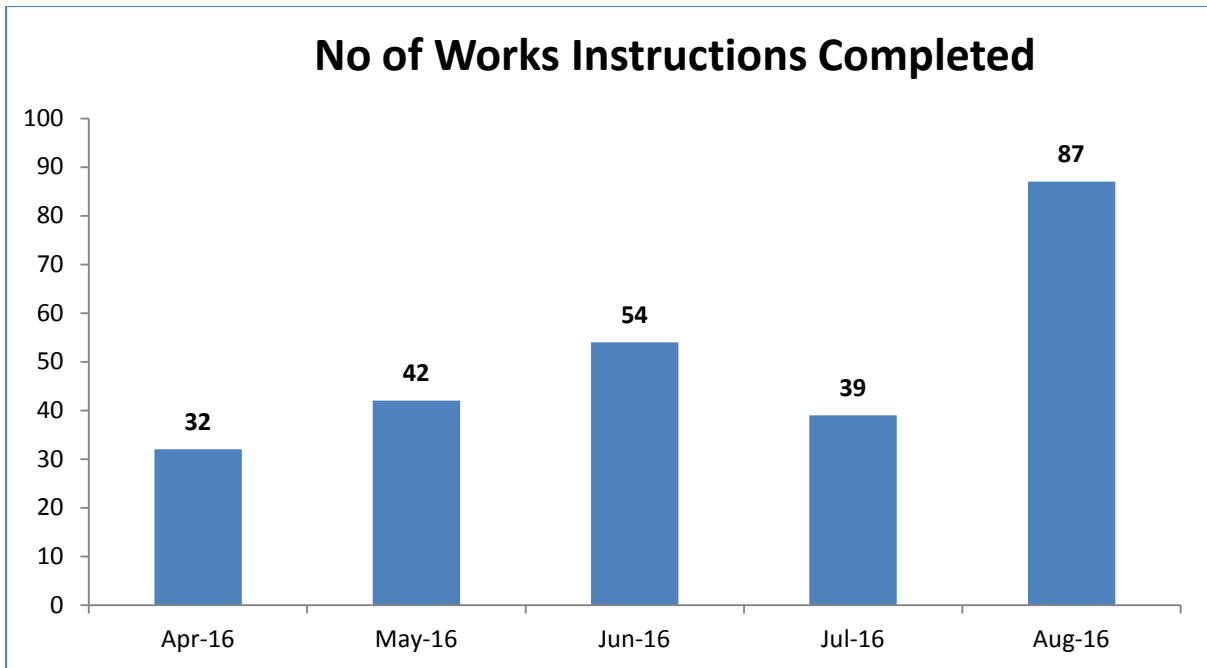
Actions following recent reports in your area



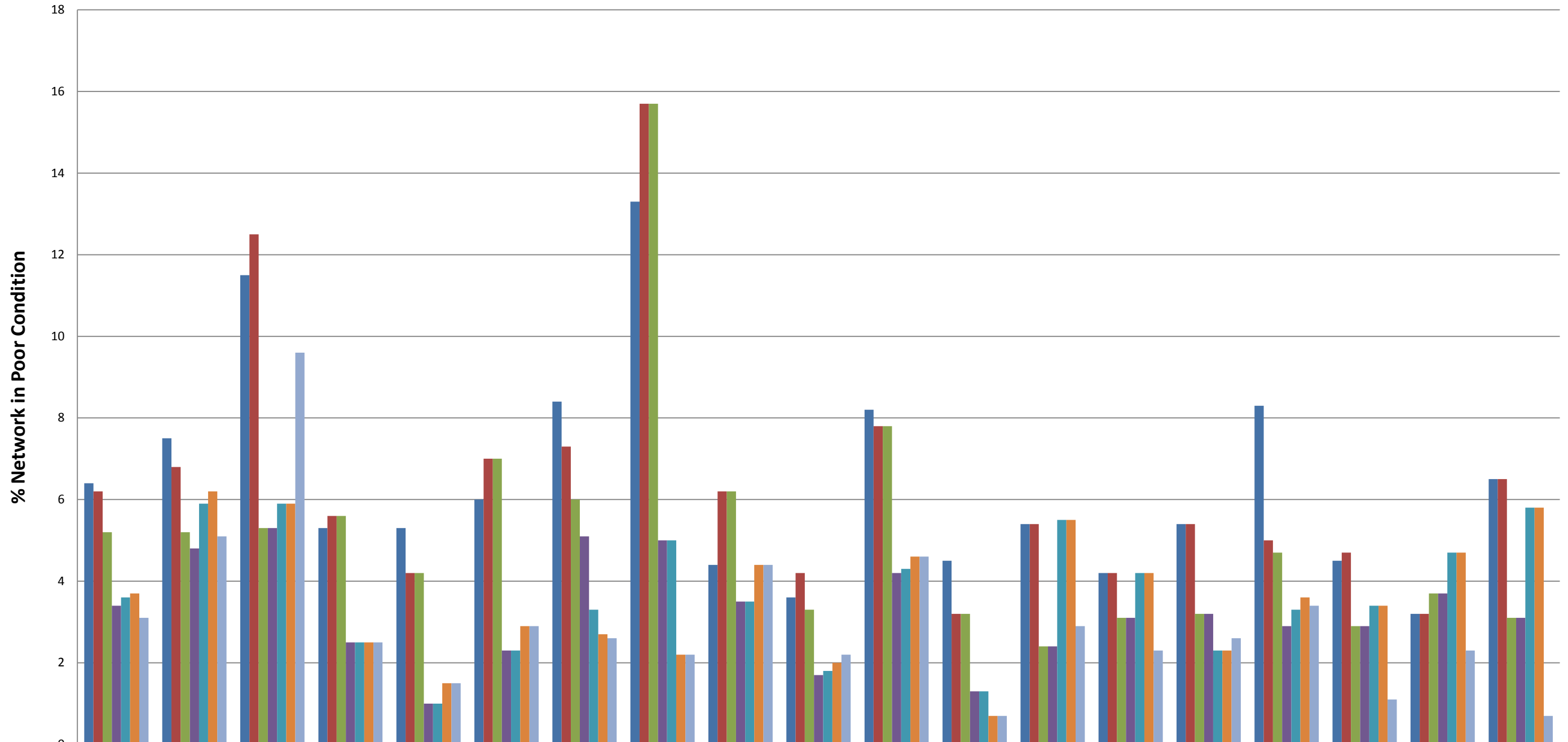
Action definitions

1. **Not Intervention** – the technician has attended site and classified the defect as not meeting intervention levels as per the Highway Inspection Manual 2013 or in the case of streetscene reports, service level agreements.
2. **Duplicate** – a report has already been received in relation to this issue and a works instruction has previously been passed to the contractor to undertake a repair/carry out the necessary works.
3. **Under Investigation** – this issue is currently with a Highways technician or engineer – they may be awaiting information from the customer or the issue requires further investigation e.g. wet weather inspection, drainage survey, exploratory excavation, ownership query.
4. **Discretionary works** – this issue is not a highway safety issue and has been identified as one which falls within the remit of the parish steward scheme.
5. **Other** – the issue has been identified as one which does not require any action by Local Highways. This could be for a number of reasons –
 - the report has been cancelled by the user,
 - there is insufficient information provided to assess the issue and the customer has not provided contact details,
 - the issue is not the responsibility of Wiltshire Council e.g. un-adopted highway, gas/electricity/telephone/water/cable company, Highways England, housing association,
 - the technician attended site and nothing was found at the stated location
 - the issue has been passed to another service within Wiltshire Council e.g. rights of way, bridges.
6. **Works Instructed** – the technician has assessed the issue as requiring works to be carried out and has either dealt with the issue personally or has referred it to the contractor for repair.

Highway defects completed in your area in recent months

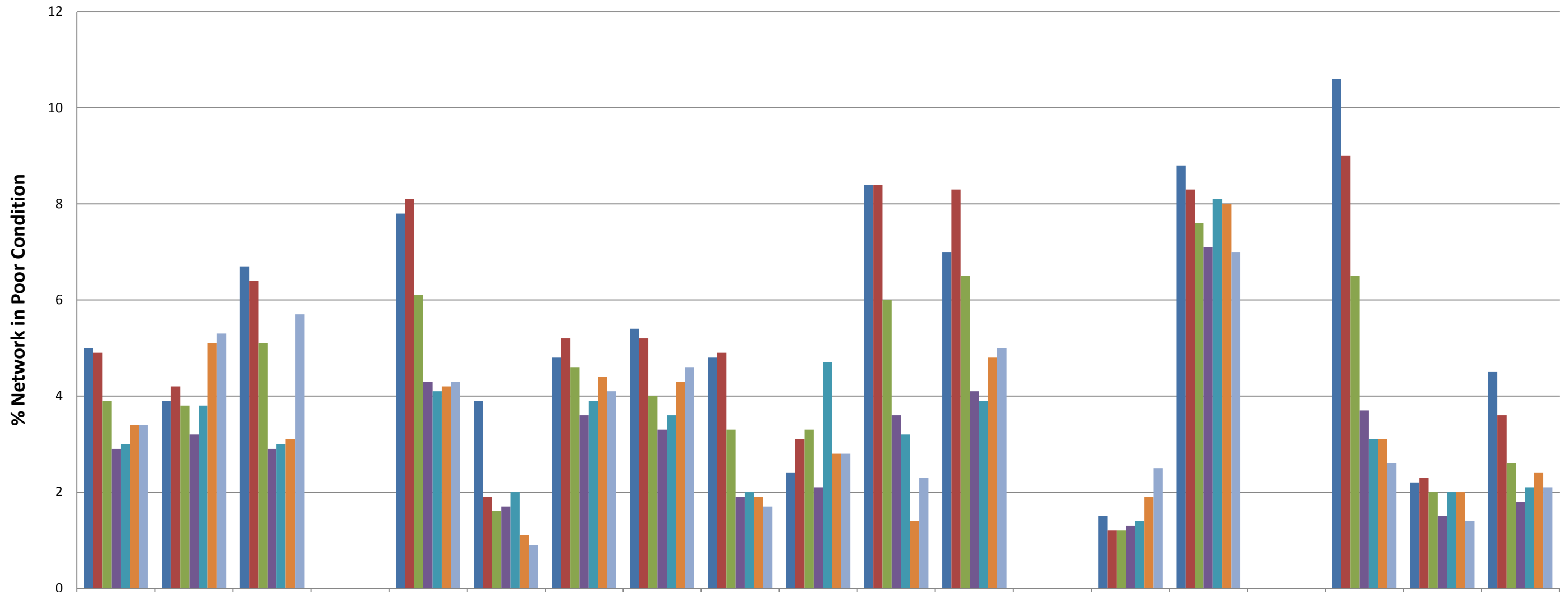


% A Road Network in Poor Condition



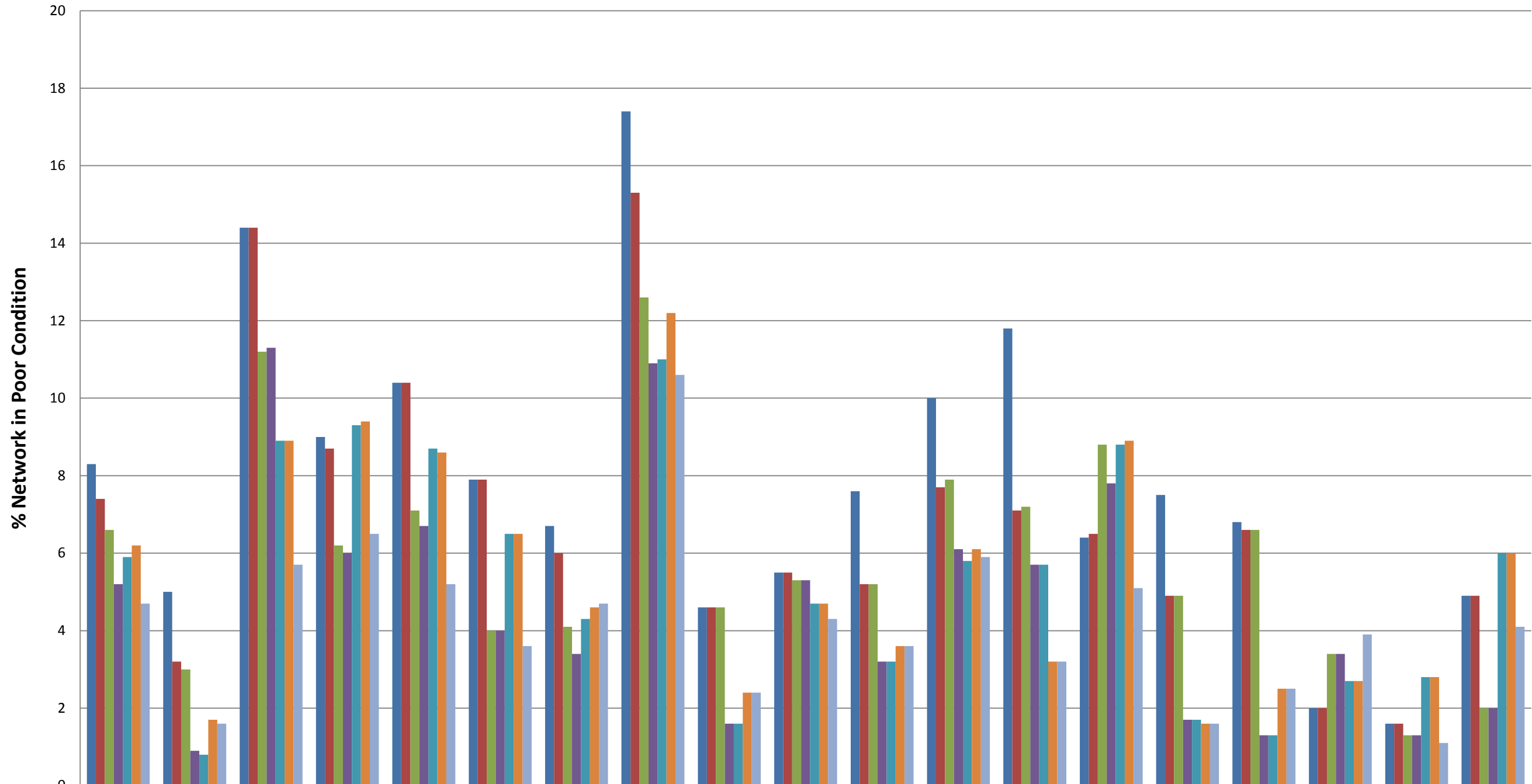
	Wiltshire	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury
2009/10	6.4	7.5	11.5	5.3	5.3	6	8.4	13.3	4.4	3.6	8.2	4.5	5.4	4.2	5.4	8.3	4.5	3.2	6.5
2010/11	6.2	6.8	12.5	5.6	4.2	7	7.3	15.7	6.2	4.2	7.8	3.2	5.4	4.2	5.4	5	4.7	3.2	6.5
2011/12	5.2	5.2	5.3	5.6	4.2	7	6	15.7	6.2	3.3	7.8	3.2	2.4	3.1	3.2	4.7	2.9	3.7	3.1
2012/13	3.4	4.8	5.3	2.5	1	2.3	5.1	5	3.5	1.7	4.2	1.3	2.4	3.1	3.2	2.9	2.9	3.7	3.1
2013/14	3.6	5.9	5.9	2.5	1	2.3	3.3	5	3.5	1.8	4.3	1.3	5.5	4.2	2.3	3.3	3.4	4.7	5.8
2014/15	3.7	6.2	5.9	2.5	1.5	2.9	2.7	2.2	4.4	2	4.6	0.7	5.5	4.2	2.3	3.6	3.4	4.7	5.8
2015/16	3.1	5.1	9.6	2.5	1.5	2.9	2.6	2.2	4.4	2.2	4.6	0.7	2.9	2.3	2.6	3.4	1.1	2.3	0.7

% B Road Network in Poor Condition



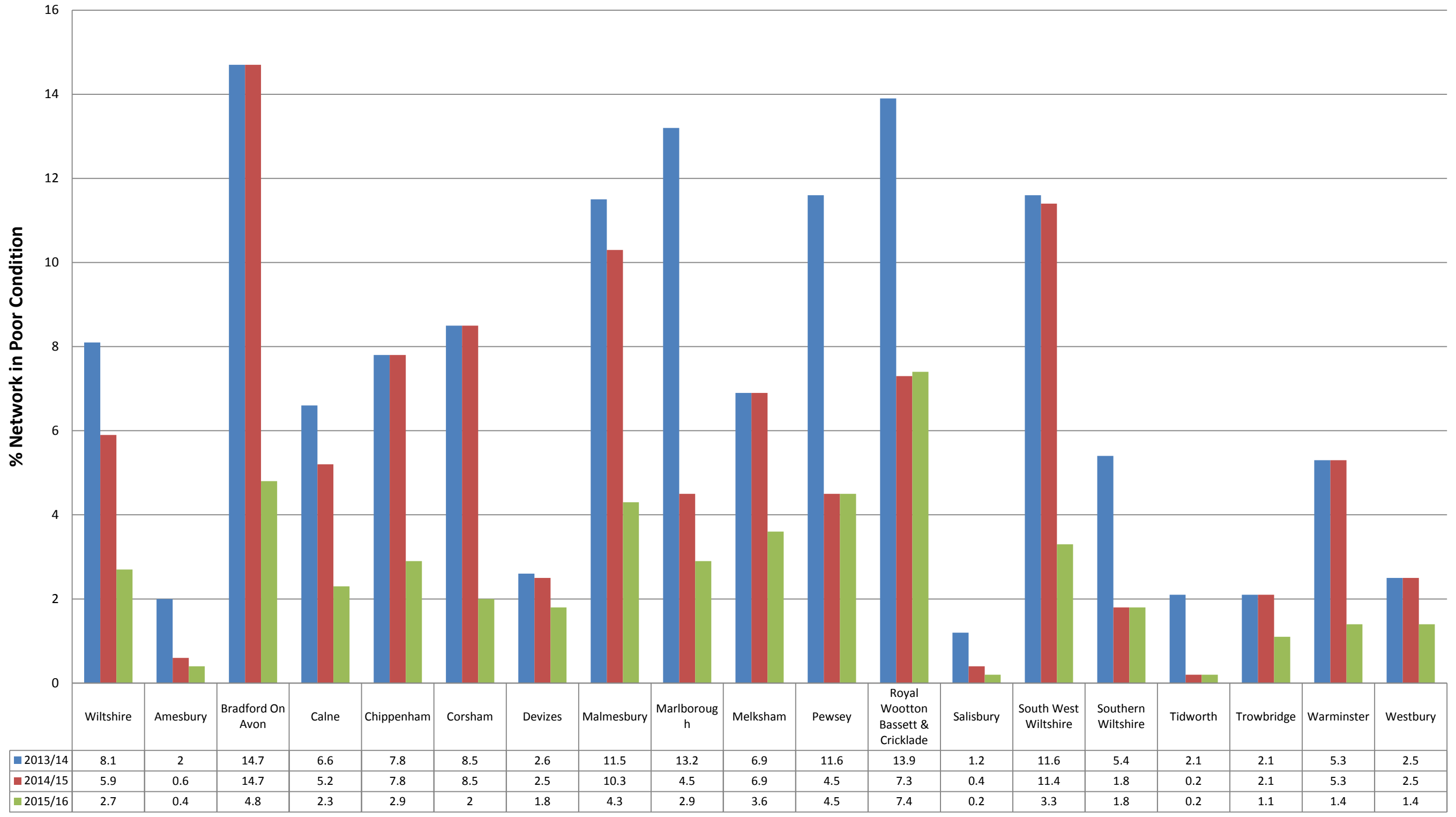
	Wiltshire	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury
■ 2009/10	5	3.9	6.7	0	7.8	3.9	4.8	5.4	4.8	2.4	8.4	7	0	1.5	8.8	0	10.6	2.2	4.5
■ 2010/11	4.9	4.2	6.4	0	8.1	1.9	5.2	5.2	4.9	3.1	8.4	8.3	0	1.2	8.3	0	9	2.3	3.6
■ 2011/12	3.9	3.8	5.1	0	6.1	1.6	4.6	4	3.3	3.3	6	6.5	0	1.2	7.6	0	6.5	2	2.6
■ 2012/13	2.9	3.2	2.9	0	4.3	1.7	3.6	3.3	1.9	2.1	3.6	4.1	0	1.3	7.1	0	3.7	1.5	1.8
■ 2013/14	3	3.8	3	0	4.1	2	3.9	3.6	2	4.7	3.2	3.9	0	1.4	8.1	0	3.1	2	2.1
■ 2014/15	3.4	5.1	3.1	0	4.2	1.1	4.4	4.3	1.9	2.8	1.4	4.8	0	1.9	8	0	3.1	2	2.4
■ 2015/16	3.4	5.3	5.7	0	4.3	0.9	4.1	4.6	1.7	2.8	2.3	5	0	2.5	7	0	2.6	1.4	2.1

% C Road Network in Poor Condition



	Wiltshire	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury
2009/10	8.3	5	14.4	9	10.4	7.9	6.7	17.4	4.6	5.5	7.6	10	11.8	6.4	7.5	6.8	2	1.6	4.9
2010/11	7.4	3.2	14.4	8.7	10.4	7.9	6	15.3	4.6	5.5	5.2	7.7	7.1	6.5	4.9	6.6	2	1.6	4.9
2011/12	6.6	3	11.2	6.2	7.1	4	4.1	12.6	4.6	5.3	5.2	7.9	7.2	8.8	4.9	6.6	3.4	1.3	2
2012/13	5.2	0.9	11.3	6	6.7	4	3.4	10.9	1.6	5.3	3.2	6.1	5.7	7.8	1.7	1.3	3.4	1.3	2
2013/14	5.9	0.8	8.9	9.3	8.7	6.5	4.3	11	1.6	4.7	3.2	5.8	5.7	8.8	1.7	1.3	2.7	2.8	6
2014/15	6.2	1.7	8.9	9.4	8.6	6.5	4.6	12.2	2.4	4.7	3.6	6.1	3.2	8.9	1.6	2.5	2.7	2.8	6
2015/16	4.7	1.6	5.7	6.5	5.2	3.6	4.7	10.6	2.4	4.3	3.6	5.9	3.2	5.1	1.6	2.5	3.9	1.1	4.1

% Unclassified Road Network in Poor Condition



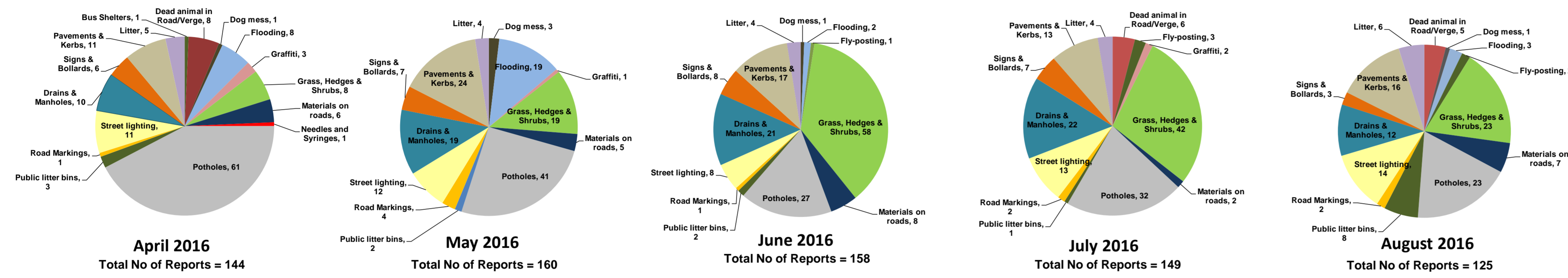
Appendix B: My Wiltshire Statistics



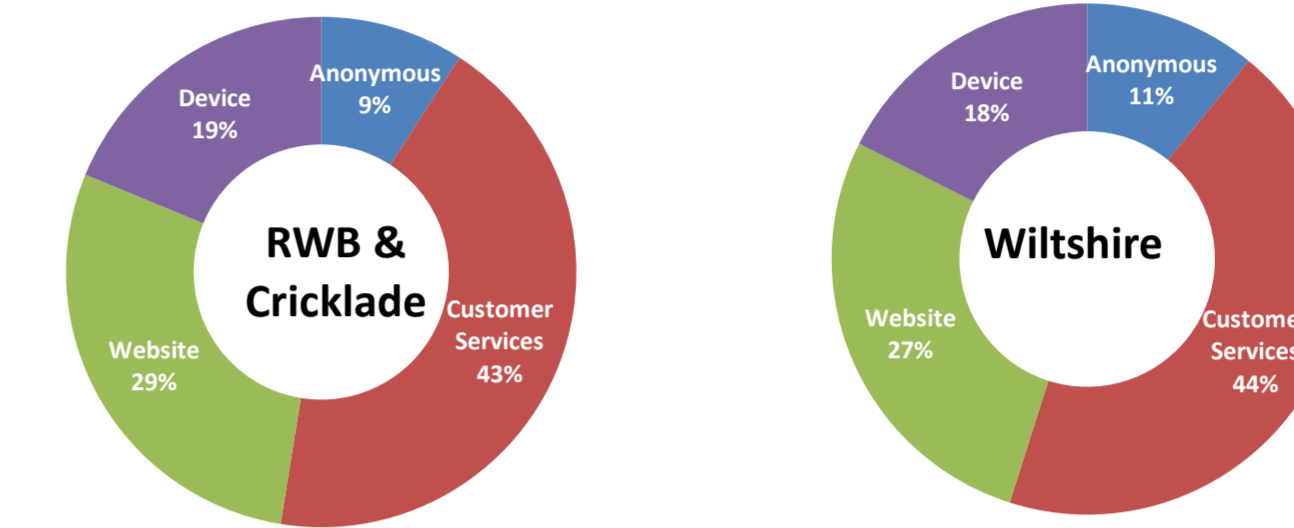
Royal Wootton Bassett & Cricklade Area Board



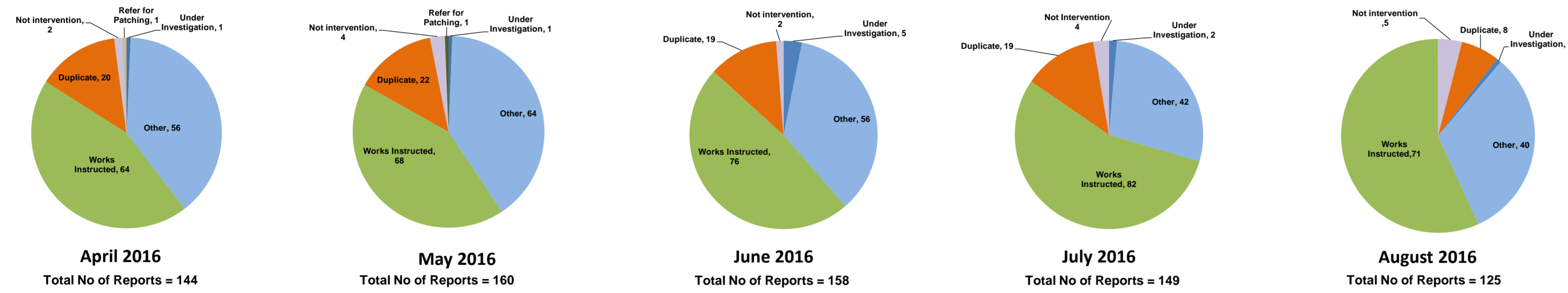
Customer Reported Issues



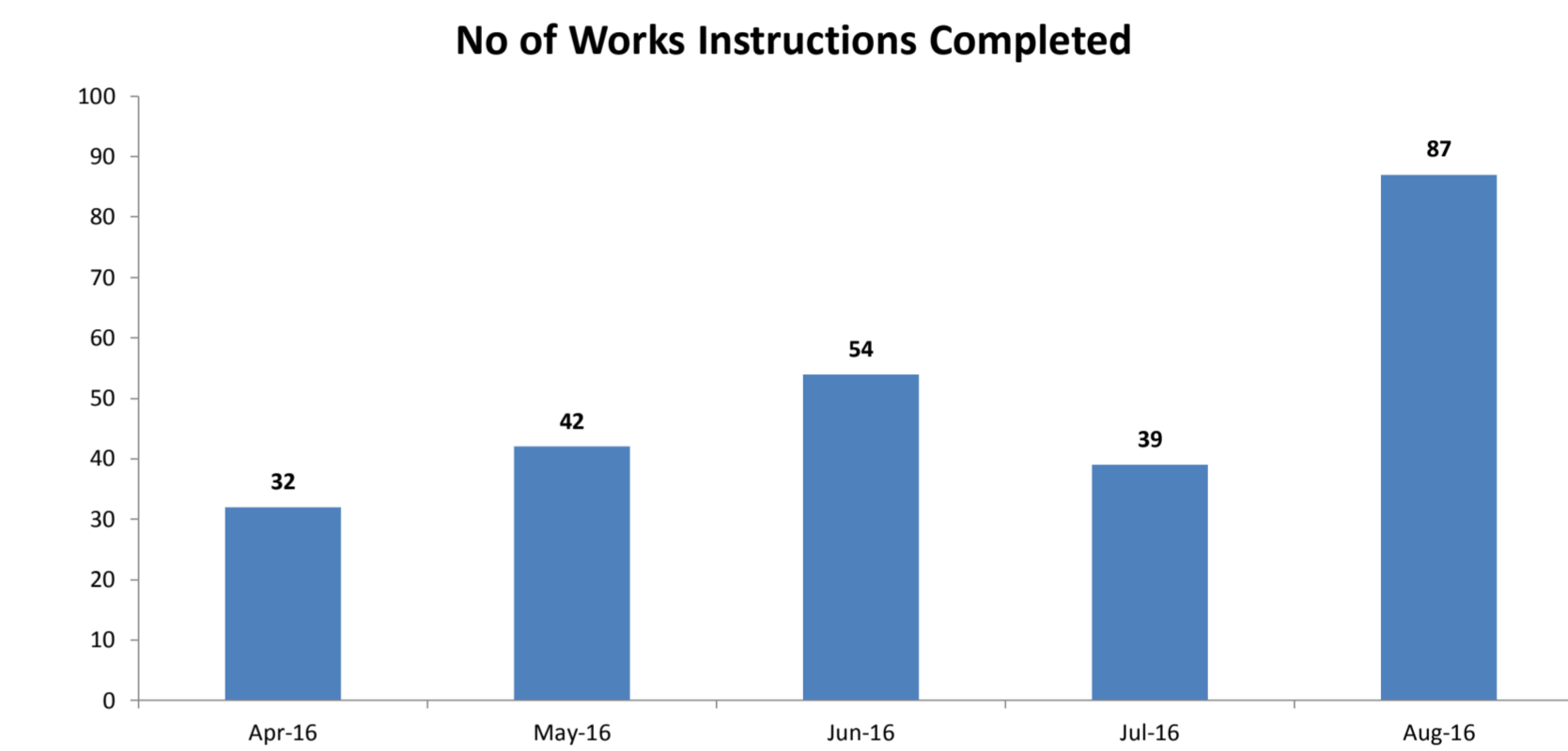
Reporting Channels



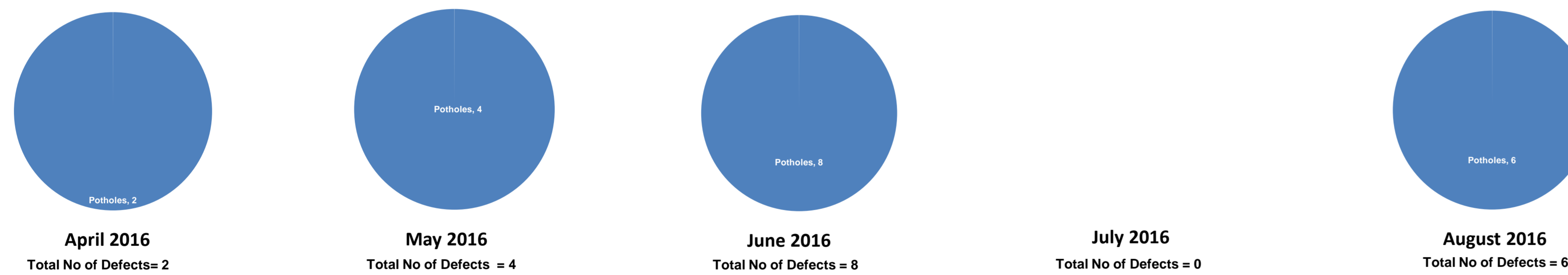
Customer Call Outcomes



Completed in Month



Safety Inspections



APPENDIX 2

Road	Royal Wootton Bassett & Cricklade	Recommended Treatment	Estimated Length (m)	Est Area of Site (m ²)
A3102	A3102 Bincknoll Rbt to Junc 16 M4 Interchange	Retexture	120	480
B4553	B4553 at Chelworth/Newths Lane junction	Surfacing	90	883
B4696	B4696 junction with B4042 at Flaxlands	Retexture	110	358
C120	Tockenham	Surface Dressing	571	2,541
C120	Bushton	Surface Dressing	1,768	6,070
C415	C415 Marlborough Road, Royal Wootton Bassett to Wootton Fields Farm	Surfacing	110	352
C414	C414 between Hook and Greatfield at Bolingbroke Arms	Retexture	100	310
UC	Witts Lane, Purton	Surfacing	787	3,541
UC	Morstone Road, Royal Wootton Bassett	Surfacing	171	889
UC	Borough Fields, Royal Wootton Bassett	Surfacing	190	1,466
UC	Kent End & Back Street Ashton Keynes	Surfacing	509	2,715
UC	Hallsfield, Cricklade	Surfacing	880	4,485

Road	Royal Wootton Bassett & Cricklade	Recommended Treatment	Estimated Length (m)	Est Area of Site (m²)
UC	Cotmarsh	Surface Dressing	871	2,703
UC	Bupton Hill	Surface Dressing	1,455	6,550
UC	White Horse Road, Cricklade	Surfacing	1,080	7,231
UC	Un named road, Hook	High Friction Surfacing	25	195