

AGENDA

Meeting: Bradford on Avon Area Board
Place: St Margaret's Hall, St Margaret's Street, Bradford-on-Avon, BA15 1DE
Date: Wednesday 13 March 2019
Time: 6:30pm for 7:00pm

REFRESHMENTS AVAILABLE

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

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

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

Refreshments and networking opportunity from 6:30pm

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

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

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

Wiltshire Councillors

Cllr Jim Lynch, Bradford on Avon North
Cllr Trevor Carbin, Holt and Staverton (Chairman)
Cllr Sarah Gibson, Bradford on Avon South
Cllr Johnny Kidney, Winsley and Westwood

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request.

	Items to be considered	Time
	Arrival and refreshments	6:30pm
1	Chairman's Welcome	7:00pm
2	Apologies for Absence	
3	Minutes To approve and sign as a correct record the Minutes of the Area Board meeting held on 16 January 2019	
4	Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee	
5	Chairman's Announcements <ul style="list-style-type: none"> • Children's Centres Consultation on proposals to develop the community model • Review of Electoral Divisions in Wiltshire 	
6	Partner Updates <ul style="list-style-type: none"> • Wiltshire Police • Dorset and Wiltshire Fire and Rescue • NHS Wiltshire • HealthWatch Wiltshire 	7:10pm
7	End of year report Peter Dunford - Community Engagement Manager	7:25pm
8	Community Grant Scheme: Applications for funding <ul style="list-style-type: none"> • Westwood with Iford Primary School requesting £1,000 for a Music and Innovation Project • Councillor Trevor Carbin requesting £500 towards the Staverton Reed Beds Project 	7:40pm

9	<p>Working Group end of year reports</p> <p>Local Youth Network - Cllr Jim Lynch</p> <p>Application for funding</p> <ul style="list-style-type: none"> Bradford on Avon Town Council requesting £10,000 towards a Joint Youth Service Work Programme in 2019/20 <p>Presentation from Town Councillor Dom Newton and contractor, Community Family Care</p>	8:00pm
	<p>Health and Wellbeing Group – Cllr Johnny Kidney</p> <ul style="list-style-type: none"> To approve and sign as the correct record the minutes of the HWG held on 25 February 2019 <p>Applications for funding</p> <ul style="list-style-type: none"> Age UK Wiltshire requesting £7,000 towards continuation of the Living Well project in 2018/19 Bradford on Avon Seniors Forum requesting £668 towards running/ event costs incurred in 2018/19 	8:20pm
	<p>Community Area Transport Group – Cllr Sarah Gibson</p> <ul style="list-style-type: none"> To approve and sign as a correct record the Minutes of the CATG held on 18 February 2019 To welcome the road surfacing work and repairs carried out in 2018/19 and note the improvement in the overall condition of Wiltshire’s roads in recent years, but acknowledge that further investment is still required. To approve the highway maintenance scheme list for 2019/20 prepared for the Area Board. To note the new provisional five year programme, which will reviewed annually to ensure best value for money and whole life costing for the highways asset 	8:40pm
10	<p>Introduction to Ros Griffiths, Community Engagement Manager</p>	8:55pm

11 **Date of Next Meeting**

Wednesday 22 May 2019 at St Laurence School, Bradford on Avon

9:00pm

MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Laurence School, Ashley Road, Bradford on Avon, BA15 1DZ
Date: 16 January 2019
Start Time: 7.00 pm
Finish Time: 9.40 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr Jim Lynch, Cllr Trevor Carbin (Chairman) and Cllr Johnny Kidney

Wiltshire Council Officers

Peter Dunford – Community Engagement Manager
Kevin Fielding – Democratic Services Officer

Town and Parish Councillors

Bradford on Avon Town Council – Dom Newton, Simon McNeil-Ritchie & Mike Roberts
South Wraxall Parish Council - Nigel Gill

Partners

Wiltshire Police – Inspector James Williams

Total in attendance: 40

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<u>Arrival and refreshments</u>
2	<p><u>PART ONE: TRAFFIC WORKSHOP</u></p> <p>A presentation was given by Simon McNeil-Ritchie and Trevor Bedeman on the findings of the Key Evidence Review Board (KERB) report on Bradford on Avon's traffic issues.</p> <p>A Workshop was then held to unpack the report and to discuss its findings. Facilitated groups at tables discussed and ranked the issues affecting the town (solutions were not permitted!). These were pinned up on the wall. The issues were then grouped. All voted up to 5 times each for issues according to perceived importance. A tally was made of the voting and outcomes were shared.</p> <p>All groups were then asked to record "what a good outcome for the town would look like".</p> <p>A report on this and two subsequent workshops will be issued by the Town Council.</p>
3	<u>PART TWO: OTHER AREA BOARD BUSINESS</u>
4	<p><u>Apologies for Absence</u></p> <p>Cllr Sarah Gibson – Wiltshire Council.</p>
5	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
6	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The Minutes of the Area Board meeting held on the 28 November 2018 were signed as the correct record.

7	<p><u>Chairman’s Announcements</u></p> <p>The following Chairman’s announcements contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> • Polling District and Polling Place Review • Office of the Police and Crime Commissioner- Precept Consultation • Special Schools Consultation
8	<p><u>Partner Updates</u></p> <ul style="list-style-type: none"> • RUH Maternity Transformation Consultation - Sarah McClellan from the CCG gave a presentation that outlined the CCG’s proposed changes to the way that maternity services were to be delivered in the local community area. • Inspector James Williams introduced the Wiltshire Police update and answered questions. <p>The following partner updates contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> • HealthWatch Wiltshire.
9	<p><u>Community Grant Scheme – applications for funding</u></p> <p>The Area Board considered five applications for grant funding:</p> <ul style="list-style-type: none"> • Climate Friendly Bradford on Avon awarded £1,500 towards the water fountain project. • BoA Community Emergency volunteers awarded £1,884 towards a first aid training programme. <p><i>It was agreed that the funding would be taken from the Health & Wellbeing budget.</i></p> <ul style="list-style-type: none"> • Relate awarded £5,000 towards a “Relateen” counselling programme at St Laurence School. <p><i>It was agreed that the funding would be taken from the Local Youth Network budget</i></p>

	<ul style="list-style-type: none"> • Councillor Led Bid from Councillor Jim Lynch awarded £1,000 towards the running costs of the Bradford on Avon Multi-Agency Forum. <p><i>It was agreed that the funding would be taken from the Health & Wellbeing budget</i></p> <ul style="list-style-type: none"> • Councillor led bid from Trevor Carbin awarded £1,000 towards participation of the Bradford on Avon community area in the National Armed Forces Weekend in Salisbury, 28-30 June 2019. <p><i>It was agreed that the funding would be taken 50/50 from the Health & Wellbeing and Community Grants budgets</i></p>
10	<p><u>Working Group Updates</u></p> <p>Community Area Transport Group – Sarah Gibson</p> <ul style="list-style-type: none"> • Cllr Gibson was not in attendance. There had been no CATG in the last cycle, next meeting 18 February. <p>Health and Wellbeing Group – Johnny Kidney</p> <ul style="list-style-type: none"> • The notes of the meeting held on 10 December 2018 were discussed and agreed. Date of next meeting - Monday 25 February 2019. <p>Local Youth Network – Jim Lynch</p> <ul style="list-style-type: none"> • Discussions were ongoing with the Town Council and Colonel William Llewellyn Palmer Trust regarding joining up youth support services and grant funding across the town and villages of the community area. • It was agreed to invite a Youth Services Work Plan for 2019/20 to be presented to the March board meeting with a view to agreeing a contribution of up to £ 10,000 LYN funding per annum towards a joint programme of work.
11	<p><u>Date of Next Meeting</u></p> <p>Wednesday 13 March 2019 at St Margaret’s Hall, Bradford on Avon.</p>

Chairman's Announcements

Subject:	New proposals to build on successful community model for children's centre services
Web contact:	http://www.wiltshire.gov.uk/council-democracyconsultations

Wiltshire Council is asking for people's views on proposals to expand its successful model of providing children's centre services in local community venues.

More vulnerable families are being reached as many of the services for under 5s are now provided at the heart of communities.

Currently the services are provided in a mix of venues, including dedicated buildings or community sites such as libraries, church halls and community centres. More people are also accessing information online so future provision will have to meet that need.

Latest figures show on average 83% of the activities that children's centre services run are already held in community venues. In Cricklade this is 92% and in Longfield all activities are held in the community or parents' homes.

Now Wiltshire Council is keen to expand the successful model by finding more community spaces including halls, libraries, campuses and leisure centres. People are being consulted on alternative venues so underused buildings can be closed and more sessions can be held for children and families in well-used community sites. The services for families with under 5s provide a range of support and advice around parenting, home learning environment, domestic abuse support, employment and training opportunities and healthy lifestyles.

Children's centre services would continue to work in collaboration with health visiting and midwifery and other colleagues who support housing and employment. There would also be a greater emphasis on providing help earlier for families before they reach crisis point.

Due to reductions in funding to the council, we are having to look at funding for all services. We have worked with children's centre services providers The Rise Trust and Spurgeons, to identify underused buildings to ensure that frontline services to our families are protected. They have helped provide an overall picture of which centres are best used and where new community venues can be found. The centres which are part of the consultation are: Cricklade, Pewsey, Mere, Salisbury City, Trowbridge Longfield and Westbury White Horse.

If these proposals are accepted Cricklade, Pewsey, Westbury and Trowbridge Longfield would be offered to onsite childcare providers to expand to offer much needed additional childcare. Mere will be offered back to the school and the lease will be surrendered on Salisbury City which is rarely used as services are offered in the Methodist church next door as it is a far better space.

The consultation is available at <http://www.wiltshire.gov.uk/council-democracy-consultations> and will run from 23 January until 20 March 2019 with a report due to go to cabinet later this spring.

Chairman's Announcements

Subject:	Electoral Review – Next Steps
Web contact:	committee@wiltshire.gov.uk

Following a public consultation from 28 August - 5 November 2018 the Local Government Boundary Commission for England ("The Commission") has announced its proposals for a pattern of 98 electoral divisions across Wiltshire to apply from the next unitary elections in May 2021. The Commission received submissions from [Wiltshire Council](#), many town and parish councils and other interested individuals in developing its proposals.

The draft recommendations of the Commission, along with the submissions it received, can be accessed via [their website](#) at the following [link](#). In some areas the proposals are significantly different to the Wiltshire Council proposals.

The Commission has launched a further consultation to receive comments regarding its proposals, which will run from 5 February – 15 April 2019. **This will be the final opportunity for any parties to comment upon the proposals.**

Next Steps

The [Electoral Review Committee](#) of Wiltshire Council is considering the draft recommendations of the Commission and will be recommending a course of action for Full Council.

The Committee encourages any member of the public, any town or parish council, and any other parties, to respond to the consultation via the Commission's website and to reviews@lgbce.org.uk.

The Committee would also be happy to receive any such comments to help inform its own deliberations.

Final Stage

In July 2019 the final recommendations of the Commission will be published. At this stage they will no longer be able to be amended – a draft order will be prepared for laying in Parliament, where the recommendations may be accepted or rejected, but not amended.



Bradford on Avon Area Board Report

March 2019

Hello and welcome to this Community policing report.

OP SCEPTRE – Response to Knife Crime

This March (Monday 11 - Sunday 17 March) we will be supporting the national week of action, Op Sceptre.

Launched by Metropolitan Police in 2015 in response to knife crime, Op Sceptre aims to raise awareness of the growing trends, with the overall aim of reducing knife crime and the harm it causes to individuals, their families and the wider community.

Any incident where a knife is involved with the intention to threaten or harm another person is a concern to us. Recent statistics from the Office of National Statistics show that knife crime has fallen by 18 per cent across Wiltshire since September 2017 but we are not complacent and recent events in Trowbridge show how important it is that we continue to educate all members of our community about knife crime.

During this week of action West Wiltshire CPT will be working with a number of partner agencies, including the Youth Offending Team (YOT) and Children's Services to target antisocial behaviour and knife related incidents within our policing area.

Wiltshire Police – Yearly crime figures

Wiltshire Police is bucking the national trend of increasing crime figures by seeing a reduction of 1%.

At a time when violent crime continues to increase, dominate national media and rightly concern local communities a decrease in knife crime of 18% since September 2017, has been recorded in Wiltshire.

Angus Macpherson, Police and Crime Commissioner for Wiltshire and Swindon, said: "The impact of knife crime can be devastating, not only for the victim and perpetrator, but also their families and friends.

"We are not seeing the same problems in Wiltshire that there are nationally because of the work being done by Wiltshire Police alongside the local authorities and other partners to tackle knife

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crime. This year I want to be able to allocate funding for a renewed focus on crime prevention using a range of tactics to target those who may commit crime in future.

"But the reality is that the police cannot tackle this alone and need to draw upon the strength of communities to play an equal part.

"Parents and schools can play their part by checking what their children are carrying in their bags; it's a good way to educate youngsters too that being caught with a knife could mean they end up in serious trouble as well as risking being injured themselves.

"Long term - good education and prevention means the wider community becomes a safer one.

"I am determined that we will continue to do as much as we can to eradicate knife crime in Wiltshire. Just one knife-related incident is one too many and I am acutely aware of this."

T/ Assistant Chief Constable Deborah Smith, the Force lead for crime, justice and vulnerability said "Wiltshire still remains one of the safest counties to live and work in, and the crime statistics released today show us as one of only four UK forces reporting an overall reduction in crime.

"Due to national media coverage of knife crime problems across the UK, we know this is an area that people have particular concerns about. However, here in Wiltshire, we have seen an 18 per cent reduction in knife crime since September 2017.

"There is still a lot of crime prevention work to do around people carrying knives, as incidents of weapon possession are up 3 per cent, but overall we are making very good progress. In September the Force held a county-wide knife amnesty which resulted in 427 knives being taken off our streets.

"It is concerning that society seems to be becoming more violent and dealing with this problem is just one of the many challenges facing a modern day police force. We'd like to reassure our communities that despite the crime statistics released today showing a 3 per cent increase in violent crimes in Wiltshire, these incidents are often linked to wider issues such as drug and alcohol abuse or mental health episodes. We continue to work closely with our partners to tackle these wider issues.

"It is also important to note that serious violent crimes such as the recent incidents we have seen in Swindon are very rarely random attacks. The people involved in these sorts of crimes are often known to each other and are usually linked to wider issues such as gangs and drug dealing including dangerous drug networks and county lines.

"Wiltshire Police continues to work closely with our partners to focus on early intervention and prevention in relation to violent crime. This is being driven through the Swindon and Wiltshire community safety partnerships and includes new initiatives to tackle violence across the county.

"If you suspect someone of illegally carrying a knife, I'd urge you to report it to the police immediately by calling 101, or 999 in an emergency. Alternatively information can be passed to Crimestoppers anonymously by calling 0800 555 111."

This relates to today's crime statistics report by ONS. You can see full statistics here - <https://www.ons.gov.uk/releases/crimeinenglandandwalesyearendingseptember2018>

Staffing

Inspector Andy Fee has taken up a temporary Superintendent role in another area of Police business for a few months. As a consequence Sergeant James Williams has stepped up to A/Insp to be the lead for West Wiltshire CPT. PS Neil DUFFIN has come from CPT North to act as deputy Sergeant for James.

We welcome new PCSO Roland REVERS and PCSO Luke GEORGE to the West Wiltshire CPT Team. Luke has transferred into the sector and will look after the Bradford on Avon Rural Beat (EA12). Roland will be joining PCSO Mary MOORE on the Warminster Town Centre Beat known as ER11.

CRIME EXCEPTIONS DATA

These figures are based on an evaluation of data, over a two year rolling period. Using this data we can predict what figure is the average that should be reported in a specific month, and what are the higher and lower parameters that we may expect. Figures outside of these parameters are classed as 'Crime Exceptions'.

FEBRUARY 2019 DATA

Bradford on Avon Town – EA11

February showed 36 crimes for this beat area, against the average of 39.5 offences for this same month over the last two years. The largest four crime groups that accounted for 86% of EA11 crime are as follows:

Violence against the Person showed 12 reported crimes, compared to an average of 9.2 offences.

Theft showed 11 reported crimes, compared to an average of 10.5 offences.

Public Order showed 3 reported crimes, compared to an average of 3.3 offences.

Burglary showed 4 reported crimes, compared to an average of 5.3 offences.

Criminal Damage showed 2 reported crimes, compared to an average of 6.2 offences

Bradford on Avon Rural – EA12

February showed 23 crimes for the beat area, against the average of 25 offences for this same month over the last two years. There are no exceptions within the data. The largest four crime groups that accounted for 83% of EA12 crime are as follows:

Violence against the Person showed 9 reported crimes, compared to an average of 7.6 offences.

Criminal Damage showed 4 reported crimes, compared to an average of 4 offences.

Theft showed 4 reported crimes, compared to an average of 3.9 offences.

Public Order showed 2 reported crimes, compared to an average of 1.5 offences.

Crime Updates of note

For a regular update of Community Impactive crimes please refer to the regular Community Messaging updates

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

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

COMMUNITY POLICING PRIORITIES WITHIN YOUR AREA

WEEKLY TASKING MEETING

Inspector Andy FEE chairs a weekly internal “tasking meeting” where emerging community issues and concerns are raised and discussed for the whole West Wiltshire CPT area. From this meeting, priorities and actions are set and a tasking document produced. This involves developing strategies and the targeting of resources (including partner agencies) into tackling the issue or concern.

The Bradford on Avon Area currently has the following matters;

OP ARTEMIS - Poaching and Hare Coursing. Rural and remote locations and farms around Bradford on Avon and surrounding villages are at risk from Poachers damaging fences and gates to access land to Hare Course and Poach. This sometimes leads to cattle and sheep escaping out onto the roads causing issues for motorists and for the farmers. Crops and fields are also being damaged. We are conducting pro-active patrols to reduce this type of crime and other rural related crime such as burglary.

COMMUNITY SPEEDWATCH (CSW)

feedback@wiltshire.police.uk

Every 2 weeks, 4 Community Speedwatch Schemes across West Wiltshire are selected by Leanne Homewood for CPT support (additional targeting, enforcement and patrols) to supplement the CSW team planned sessions. These are included in our weekly tasking document for action and update. All the results from the supplementary speed checks conducted are fed back to the relevant town and parish Councils in their individual Police Reports. The current Speedwatch Schemes being supported are as follows;

The current locations selected for supplementary speed checks until 13th March are:

LOCATION	ACTION REQUIRED
Chapmanslade High Street/Hunterhill	30mph zone - High Street/Hunterhill
Westwood Bradford on Avon	Near to The Croft
Beanacre, A350, Melksham	30mph section of A350
Frome Rd, Bradford on Avon	30 mph - South of Moulton Drive

COMMUNITY MESSAGING

PLEASE SIGN UP! Community messaging to receive regular emails regarding crime updates, crime prevention advice and public appeals specific for your area. - <https://www.wiltsmessaging.co.uk/>

EVENTS

For those looking to organize an even within the community, please have a look at the toolkit available from Wiltshire Council, which gives guidance and advice with regards to most types of events, including information about traffic management and which agencies / departments need to be contacted when applying for various licenses / road closures.

It can be found at <http://www.wiltshire.gov.uk/public-events-toolkit.pdf>.

Please email out Operations Planning team with details;

opsplanning@wiltshire.pnn.police.uk

CONTACT US

Please use 999 in an emergency or crime in progress. Use 101 for all past or non-urgent crimes/incidents and issues or visit Wiltshire Police's new website at;

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

feedback@wiltshire.police.uk

CPT TEAM EMAIL (please use this email for all enquiries, meeting invitations and minutes)

CPTWestWiltshire@wiltshire.pnn.police.uk

Sector Inspector – Inspector Andy Fee – andy.fee@wiltshire.pnn.police.uk

Sector Deputy – Sergeant James Williams – james.williams@wiltshire.pnn.police.uk

Community Coordinator – Pc Charly Chilton – charlotte.chilton@wiltshire.pnn.police.uk

feedback@wiltshire.police.uk

Bradford on Avon Area Board Report – 13th March 2019

Safe storage of petrol



Petrol is a dangerous substance – it is a highly flammable liquid and can give off vapour, which can easily be set on fire.

When not handled safely, it has the potential to cause a serious fire and/or explosion, especially if there is a source of ignition nearby, for example a naked flame, an electrical spark or similar.

Because of these risks, storing petrol safely is covered by legislation.

What is the law on storing petrol safely?

The Petroleum (Consolidation) Regulations 2014 [PCR] – which came into force on 1 October 2014 – apply to:

- workplaces that store petrol where petrol is dispensed directly into the tank of a vehicle with an internal combustion engine, ie retail and non-retail petrol filling stations;
- non-workplace premises storing petrol, for example at private homes, or at clubs/associations (or similar)

Local authorities are the Petroleum Enforcement Authorities (PEAs) and they are responsible for enforcing the regulations. Locally, these authorities are:

- Borough of Poole Council
- Bournemouth Borough Council
- Dorset County Council
- Swindon Borough Council



- Wiltshire Council

Details of the relevant contacts at these authorities can be found at www.apea.org.uk/contacts/2

Storing petrol at home

You can store up to 30 litres of petrol at home or at non-workplace premises without informing your local Petroleum Enforcement Authority (PEA).

You can store it in:

- suitable portable plastic containers of up to 10 litres
- suitable portable metal containers of up to 20 litres
- one demountable fuel tank of up to 30 litres; or
- a combination of the above as long as no more than 30 litres is kept.

If you wish to store more than 30 litres of petrol, and up to a maximum of 275 litres of petrol at your home, you must advise your local Petroleum Enforcement Authority in writing, giving your name and address as the occupier of the storage place or the address where the petrol is stored. This is not a new requirement but carries forward long standing requirements of the previous legislation.

If you are storing up to 275 litres of petrol, you should be aware of the common storage requirements, which are as follows:

- Petrol must not be stored in your living accommodation.
- Petrol must not be dispensed (i.e. it is not pumped either manually or electrically from a storage tank) at your storage place.
- If your storage place is not in the open air, you need a direct exit to the open air and ventilation to this exit.

You should take all reasonable precautions in your storage place to prevent any sources of ignition or heat that would be able to ignite the petrol or its vapour.

You should not use petrol in the storage place other than in the fuel tank of any internal combustion engine in quantities (not exceeding 150 millilitres at any one time), for cleaning or as a solvent for repair purposes.

See also:

Safe storage and use of petrol in workplaces – [**Dangerous Substances and Explosive Atmospheres Regulations 2002 \(DSEAR\)**](#).

Further information on the Petroleum (Consolidation) Regulations 2014 – [**www.hse.gov.uk/fireandexplosion/petroleum-enforcement-authorities.htm**](http://www.hse.gov.uk/fireandexplosion/petroleum-enforcement-authorities.htm)



Kitchen safety



More than half of accidental fires in the home start in the kitchen – it is far too easy to be distracted whilst cooking and then leave things unattended. [Click here for our downloadable advice leaflet Kitchen Safety.](#)

Top tips for cooking safely

- Keep the oven, hob and grill clean as a build-up of fat or grease can catch fire when hot.
- Keep tea towels and cloths away from the cooker and hob, and take care if you're wearing loose clothing.
- Make sure children are never left alone in the kitchen when you're cooking.
- Saucepan handles left sticking out create a danger – there's a risk they could be caught, leading to the pans being knocked off the hob.
- Use spark devices to light gas cookers as they are safer than matches and lighters.
- Never leave cooking unattended.
- Keep electrical leads and appliances away from water.
- Avoid cooking if you are tired, have been drinking alcohol or are taking medication that leaves you drowsy.

Chip pan safety

Our advice is not to use a chip pan at all! A thermostatically controlled deep fat fryer is far safer, as it can't overheat.

There are two main causes of chip pan fires:

- The oil or fat overheats and catches fire; or
- The oil or fat spills onto the cooker, either because the pan has been filled too high or because wet chips have been put into the hot oil, causing it to bubble up and overflow.

Some advice if you have to use a chip pan:

- Never fill the pan more than one third full of oil or fat.
- Never leave the pan unattended when the heat is switched on.
- Make sure the food is dried thoroughly before putting it into the hot oil – otherwise it might spit or bubble up.
- If the oil starts to smoke, it is too hot. Turn off the heat and leave it to cool, otherwise it might catch fire.
- Never put food into the pan if the oil is smoking.

If your pan does catch fire:

- Turn off the heat under the pan (if it's safe to do so) and allow it to cool completely.
- Don't try and move the pan.
- NEVER throw water over the pan – the effects can be horrific.
- Don't try and tackle the fire yourself – leave the room, close the door, get everyone out of the property and call 999.

Toaster safety

- Make sure toasters are clean and crumbs are emptied out regularly.
- Don't insert anything metal into the toaster.
- Toasters should be placed away from curtains and kitchen rolls, and should never be used directly underneath an overhanging cupboard.
- Make sure that your toaster is not placed up against another appliance, as the heat build-up can lead to a fire.

Microwave oven safety

- Never put anything metal into the microwave.
- Don't try to sterilise dishcloths or sponges by heating them in the microwave.
- Ensure that the turntable is working properly.

Hoarding





We all keep things we don't really need. Some of us have more possessions than we have storage for. But hoarding is a complex issue that goes far beyond untidiness or indecisiveness.

Hoarders can fill entire rooms from floor to ceiling, leaving themselves the minimum space in which to live. This retention of property presents a real fire risk, and makes it far harder for firefighters to be able to tackle any blaze.

The Fire and Rescue Service can't solve the problem of hoarding; however, where we know there is an issue, we can work with other agencies to try and reduce the risk of fire.

Evidence from across the country shows that:

- In 90% of all residential fires, the fire itself is contained to the room where it started. However, that figure drops to 40% where there is hoarding – as this additional material fuels the fire and makes it spread more quickly.
- When there is a fire in a hoarder's home, there is a far greater risk that the individual and/or family members will find it difficult or impossible to escape.
- Common materials kept by hoarders include newspapers, magazines, books and soft furnishings – all of which are highly combustible.
- The presence of vast amounts of hoarded material creates a risk to firefighters, both in getting to the fire and through increased heat and smoke.

By offering Safe and Well visits, and installing smoke alarms, we can work with hoarders to try and make their homes more fire safe. If they want help in dealing with their hoarding compulsion, then we can refer them to other agencies for that support. However, we know that not every hoarder is ready to take that step and we want to ensure that they are as fire safe as possible, whatever the circumstances of their home.

Safe and Well Visits- Home safety

The Bradford on Avon area has a dedicated Fire Service '**Safe and Well**' advisor who can visit people, within their own homes, advising on home safety and wellbeing.

A Safe and Well visit is **FREE** and normally lasts about one hour covering topics such as:

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support the occupier may need



If you have thatch property, are living alone, have a young family, are over 65 or a smoker please get in contact with us. We want to help make you safer in your own home. If you or someone you know has mobility or sight and hearing impairments, please suggest a Safe and Well visit.

Visit <http://www.dwfire.org.uk/news/new-name-new-contact-details-same-service/> to book one.

Response

Total Incidents attended by DWFRS for Bradford Area; 01/11/18 – 28/02/19.

DWFRS have responded to 51 incidents in the Bradford area between the dates above.

Bradford Fire Station Responded to a total of 66 incidents in the mentioned time period. Details are listed in the table below.

Category	Incidents in Bradford on Avon	Off of Station Ground incidents	Total
False Alarm	24	3	27
Fire	10	8	18
Special Service	17	33	50
Total	51	44	95
Pump Availability	53%		

Recent Notable Incidents

None within the Bradford on Avon Area.

Community Engagement

Dorset & Wiltshire Fire and Rescue Service provides a free service called a Safe and Well visit. We will visit a person's home by appointment and discuss any safety issues in the home. We will also have a conversation about improving an individual's health and well-being.

If you or someone you know need a smoke alarm, some advice or are worried about what to do in an emergency, contact us for a free Safe and Well visit;

<http://www.dwfire.org.uk/safety/safe-and-well-visits/>



Community Safety Plan

DWFRS Community Safety Plan 2018-2022 outlines our plans for the future. It explains the diverse services we provide and how we plan to improve and deliver them over the four-year period. The plan can be found on the DWFRS website <http://www.dwfire.org.uk/community-safety-plan/>

Andy Green

Station Manager, Wiltshire West. Trowbridge, Bradford, Melksham & Devizes.

Email: andy.green@dwfire.org.uk

Tel: 07734 483886/01722 691247

www.dwfire.org.uk

February 2019

The right healthcare, for you, with you, near you

NHS Wiltshire Clinical Commissioning Group (CCG) is responsible for commissioning a broad range of healthcare for the population of Wiltshire. We are led by experienced local GPs drawn from across the county, who provide clear clinical leadership to the big decisions affecting the future of healthcare provision in Wiltshire, carefully tailored to meet the differing needs of people locally.

Our vision is to ensure the provision of a health service which is high quality, effective, clinically-led and local. We are committed to delivering healthcare that meets the needs of Wiltshire people, to consult and engage with our population to enable them to be involved in decisions made about health services and to deliver those services to people in their own homes or as close to home as possible.

News

NHS long term plan

The NHS long term plan published on 7 January aims to save almost half a million more lives with practical action on major killer conditions and investment in world class, cutting edge treatments including genomic tests for every child with cancer.

The 10 year plan has three objectives:

- making sure everyone gets the best start in life
- delivering world-class care for major health problems
- supporting people to age well.

To ensure that the NHS can achieve the ambitious improvements for patients over the next 10 years, the NHS Long Term Plan also sets out ways to overcome the challenges that the NHS faces, such as staff shortages and growing demand for services.

The plan brings with it a new guarantee that investment in primary, community and mental health care will grow faster than the growing overall NHS budget. This will fund a £4.5 billion new service model for the 21st century across England, where health bodies come together to provide better, joined up care in partnership with local government.

You can find out more about the NHS Long Term plan at <https://www.longtermplan.nhs.uk/wp-content/uploads/2019/01/nhs-long-term-plan.pdf>

Transforming maternity services together – consultation coming to a close

The consultation on a proposal to transform maternity services across Bath and North East Somerset (BANES), Swindon and Wiltshire is coming to an end – the last day to have your say is 24 February 2019.

We've been around the county with public meetings, on the streets for market days and at a number of Area Board and Town Council meetings to publicise the consultation.

Some parts of the county seem to be more aware of the proposed changes to services than others and we have had some robust conversations along the way. Maternity services touch on a very personal experience and we encourage people to share their views through the online survey or by completing the hardcopy form to ensure their voice is heard.

The consultation document, link to the online survey and further information on engagement opportunities is available on the Transforming Maternity Services Together website www.transformingmaternity.org.uk.



AWP Chief Executive announces retirement

Avon and Wiltshire Mental Health Partnership (AWP) NHS Trust's Chief Executive, Dr Hayley Richards has announced that she is set to retire from the NHS at the end of May 2019, following a 33-year long and successful career.

Dr Richards said: "It has been an absolute privilege to be part of AWP over the last 13 years and I am extremely proud of the work we have achieved.

"When I started as Chief Executive in 2016 some of my main aims were to help us re-establish the confidence we deserved to have in the services we provide, to increase clinical leaders, to have senior managers and frontline staff work together more closely and to improve quality. There have

been many challenges along the way, of course, mainly around funding and service demand, and these will continue in the coming years.

“I leave the NHS at a time of great challenge and opportunity and I will watch with hope and optimism that true parity of esteem is achieved for mental health service users.”

AWP’s Board will publish their intention regarding recruitment of a new Chief Executive in due course but are keen to initiate recruitment as soon as possible.

Governing Body meeting

Our next Governing Body meeting is on 26 March 2019 at 10.00am at Southgate House, Pans Lane, Devizes SN10 5EQ. You can read the papers from previous meetings on our website www.wiltshireccg.nhs.uk/governance/governing-body-meetings-in-public

News archive

Read more news from Wiltshire CCG in our [news archive](http://www.wiltshireccg.nhs.uk/news/news-archive) – www.wiltshireccg.nhs.uk/news/news-archive

Campaigns

Sore throat, cough or cold? See your local pharmacist first

The focus for the Help Us Help You this month is on getting help from your local pharmacist first, before you book in with your GP or visit A&E.

Andrew Hobson, Pharmacy Manager at Cohens Chemist in Royal Wootton Bassett and Vice Chair of Community Pharmacy Swindon and Wiltshire said: “Pharmacists can help recognise and treat many common illnesses. We can give advice and where appropriate, recommend over-the-counter medicines that could help clear up the problem. We can also give advice about how to take medicines and answer questions about common side-effects. If we think you need to see a GP for your illness, we will advise you to do that.”

The campaign follows research which shows that 27 per cent of GP appointments could potentially be treated elsewhere and that 18 per cent of these appointments could be treated through self-care and community pharmacists.



To find out more about the campaigns we are supporting visit www.wiltshireccg.nhs.uk/campaigns

Do you follow us? [Back to top](#)

Keep up to date with news and information from Wiltshire CCG on social media.



NHS Wiltshire CCG



@NHSWiltshireCCG

Healthwatch Wiltshire launches grants scheme for health and wellbeing projects

Healthwatch Wiltshire is launching a small grants scheme to invest in projects that aim to improve the health and wellbeing of local people.

The Community Cash Fund will enable groups to apply for up to £2,000 to start projects in their local community.

The scheme will help us get more feedback on health and social care services from people it might not otherwise hear from.

Healthwatch Wiltshire Manager, Stacey Plumb said: “This is a great opportunity for groups to get funding for projects that will really make a difference to health and wellbeing in their community. We are keen to hear from anyone who has an idea for a project, no matter how small.

“This scheme will help us gather more people’s experiences of local services, and help ensure that their voices are heard. We’re really excited to see what ideas people have and how we can help make them a reality.”

Apply today

Simply fill in the application form and return it to Healthwatch Wiltshire by **Friday 29 March**.

You will need to demonstrate how a grant will make a difference to local people, and how well you think it will improve their health and wellbeing.

Projects don’t have to be complicated or expensive. You might just need to cover the



Community Cash Fund

cost of materials or equipment, or the cost of setting up an event or regular group so people can meet or attend a workshop or class.

It’s the first time Healthwatch Wiltshire has run the Community Cash Fund, but projects funded by other Healthwatch in the South West include: dance classes, art groups, health exhibitions, pop up cafes, support groups, music sessions and healthy eating cookery groups.

More information

Go to our Community Cash Fund page for full details and to apply: www.healthwatchwiltshire.co.uk/community-cash-fund

Applications must be received by 5pm on **Friday 29 March**.

If you have any questions, please contact Jo Woodsford, Volunteering and Partnerships Lead, at joanne.woodsford@healthwatchwiltshire.co.uk or call 07977 221661.

Report to	Bradford on Avon Area Board
Date of Meeting	13/03/2019
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below.

Applicant	Amount requested
Applicant: Westwood with Iford School Project Title: Music and Innovation Project View full application	£1000.00

1. Background

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

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

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2018/2019 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. There remains adequate, uncommitted, budgetary provision to support this project in the 2018/19 financial year.

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
3165	Westwood with Iford School	Music and Innovation Project	£1000.00

Project Description:

Our project will focus on developing and recording our singing and performances to share online and internationally. The aim is to collaborate with and perform for groups in the community so that everyone can enjoy music. We already have links with Wiltshire Heights Residential Care Home in Bradford on Avon and I have now been in conversation with Dorothy House too. I'm sure there are other community groups we could sing to and with. This very much links with our radio work and oral history work and with a pop up vocal recording studio we could take it anywhere within the community to record and share performances.

This project is firmly aimed at community interaction and sharing a love of music. In the first instance, this will involve our whole school community developing their vocal singing ability and Ocarina performance skills. I am also currently in discussion with another primary school to see whether they would be interested in joining us to collaborate on this project. This would then enable a much greater number of children and staff to get involved and develop their confidence in singing and playing music possibly even leading to joint concerts or performances. With the vocal and performance skills that we have learnt I would then like to continue the links we have with the community to visit groups and establishments such as Wiltshire Heights and Dorothy House to perform to residents and members of the community sing with them and to record our performances for others to enjoy and share. This I believe would be such a positive experience for everyone bridging generational gaps through a common enjoyment of music. I am also looking to collaborate with a number of international partners through the use of the GoBubble digital citizenship app, allowing safe positive discussion in a secure environment. By sharing our recordings online via SoundCloud we can signpost these international collaborators to our work and I am hoping that we will be able to use this opportunity to develop appreciation of each other's music compose music and develop musical ideas together globally. There is also the opportunity to work with members of staff from other schools around the world to share our singing and Ocarina playing. The opportunity to digitally record and

share our music opens up a number of avenues for sharing our work within the local and wider community as well as the world.

I will be directly involved in leading this project the recording of our performances and the way they are publicised and shared. Through initial discussions with the school community wider community and international partners it will allow us to ensure that the project maximises the enjoyment of music as a common focus. Through the recordings that we make we will be able to monitor and track our progress and through pupil voice and feedback from community groups we will be able to monitor the impact that the project is having on the people taking part. We will also have a blog and website for people to interact with us and voice their views on the project allowing direct feedback and enabling us to monitor the success of the project.

I have applied for funding from the Wiltshire Music Service which will allow the enjoyment and development of music through the project to continue further into the future. Furthermore, future running costs for the project would be minimal and I would seek to support this through finding an alternative funding source.

Input from Community Engagement Manager:

The school is an exemplar in creativity and community engagement, as evidenced by its in-school radio station, community oral history project and inter-generational work in local care homes. This pop-up recording studio will help the school to take its outreach work to the next level.

A grant of £ 1,000 can be awarded without matching funding being required. The balance of funding for this project is being raised from the Wiltshire Music Service.

Proposal

That the Area Board determines the application.

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

Report Author:

Peter Dunford

Community Engagement Manager

01225 713060

Peter.Dunford@wiltshire.gov.uk

Area Board Projects and Councillor Led Initiatives Application Form 2017/2018

To be completed by the Wiltshire Councillor leading on the project
Please ensure that you have read the Funding Criteria before completing this form
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details

Area Board Name	Bradford on Avon		
Your Name	Councillor		
Contact number	07757 506470	e-mail	trevor.carbin@wiltshire.gov.uk

2. The project

Project Title/Name	Staverton Reed Beds
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	Continuing work on making the Thestfield Drive Reed Bed area tidy and wildlife-friendly

Where is this project taking place?	Thestfield Drive, Staverton
When will the project take place?	Four half days in 2019
What evidence is there that this project/activity needs to take place/be funded by the area board?	Previous work has been appreciated by residents and helps to improve the streetscene and well-being of the ara.

Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	Initial work done following complaints by residents about the state of the area		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	n/a		
What is the desired outcome/s of this project? A tidier, more wild-life friendly area.			
Who will be responsible for managing this project? Wiltshire Wildlife Trust			
3. Funding			
What will be the total cost of the project?	£600		
How much funding are you applying for?	£500		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
	Private donation	£100	£100
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	Wiltshire Wildlife Trust, subsidiary 'Wild Landscapes'. A/c details to follow.		
4. Declaration – I confirm that...			
<input checked="" type="checkbox"/> X The information on this form is correct and that any grant received will be spent on the activities specified. Yes			
<input checked="" type="checkbox"/> X Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application. Yes			
Name: Trevor Carbin			Date: 1/3/19
Position in organisation: Wiltshire Councillor			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			



Service Update March 2019

Young People's Feedback

An online survey was conducted amongst young people aged 10 – 25 years old in Bradford on Avon and the surrounding villages between September 2018 and October 2018 to gather views on shaping the new youth service. We had 736 responses to the survey which has helped us to shape the current provision and develop the plan for future delivery. Below is the breakdown of the number of young people's responses from each area (responses from South Wraxall, Monkton Farleigh, Limpley Stoke, and Freshford made up 3.24% and were grouped as 'other', responses from Trowbridge made up the remainder and were removed from results):

1	Bradford on Avon South		22.42%	165
2	Bradford on Avon North		22.42%	165
3	Holt		4.76%	35
4	Staverton		4.62%	34
5	Winsley		3.67%	27
6	Westwood		2.17%	16

Key findings:

- Young people voted to call the service 'BoA Youth'.
- Young people wanted a range of different activities on offer with sports, arts and crafts, and drug and alcohol information the most popular.
- 93% of young people who responded had not used the youth centre before.
- 35% of young people wanted services at the youth centre, with 27% wanting services in BoA town centre, and 11% wanting services in their local village.
- 10% of young people didn't feel safe in their local community.
- 42% of young people felt their local community had a negative view of young people.
- Young people felt that traffic, pollution, drugs and alcohol, and mental health were important issues for them in BoA and surrounding villages.

BoA Youth Centre

CFC have planned and delivered lots of activities for young people using the Youth Centre, as outlined below. Activities are planned and developed to engage young people and create learning opportunities to develop new skills. Young people directly input in to session planning through an ideas board at the centre as well as through verbal feedback at the sessions.

Group	Number of Sessions Delivered
Older Session 13 – 18yrs old	13
Younger Session 8yrs – 12yrs old	13

Trip/Activities	Number of Sessions Delivered
100 Women Film Project	5

Additional 1:1 Support	Sessions
GP visit	2
Healthy Living Support	2
Home Visit	1
Sexual Health Consultation	1

Activities at the Youth Centre

- Arts and crafts – themed arts, cards and gifts, graffiti art, face painting, glass painting, hair braiding, mobiles, puppets, printing.
- The arts – drama, music, video, dance.
- Games – team games, non-competitive games, group games, team-building games, puzzles and quizzes.
- Sports – traditional sports, unusual sports, competitions.
- Cooking – pizza-making, pancakes, cake decorating, non-alcoholic cocktails.
- Issue based activities – drugs and alcohol, sex and sexuality, anti-racism, anti-bullying, environmental.

Attendance

Members broken down by area:

BoA – 37
Holt – 3
Westwood – 2
Winsley – 1

Total attendance at Youth Centre provision by month:

October 2018 - 42
November 2018 - 75
December 2018 - 103
January 2019 – 82

Partnership Activities

The younger youth session have also worked with FreshStartFilms to create the film project – 100 Years since Women got to vote. The film commemorated 100 years since women first got the vote in the UK through the lens of Bradford on Avon and acknowledged the work of the Suffragettes. Young people learnt about the issues of women voting as well as taking part in starring in the film and helping to edit it afterwards.

The film is commissioned for local BoA use and is for educational and historical purposes. St Laurence school will make use of it in history and PHSE lessons, and it will be shown in St Margarets Hall on Friday 8th March 2019 on International Women’s Day. It will also be donated to the Preservation Trust to form part of the oral history of Bradford on Avon, and will be kept in the Preservation Trust archive for future generations to enjoy and use as a resource.

Outcomes

Increased peer relationships - The younger session has enabled young people from different primary schools to meet each other ahead of transitioning to St Laurence. Parents from children attending Westwood have commented that this has been particularly helpful for their children.

Increased awareness of issues – Informal education through information on drugs, alcohol, sexual health, and healthy relationships has promoted awareness amongst young people of where to get support.

Improved confidence – Young people have taken part in a range of activities which has promoted confidence and developed skills.

Areas for future development

- A group of young people are now the budget holders for the Youth Club weekly entry fees and are excited to work with Youth Workers to organise days out and activities for peers in the summer holidays. Young people will be responsible for organising, booking, and promoting the trips to enable skills in budgeting and planning to be developed.
- Develop participation in community issues.
- Develop partnerships with other local organisations to build on range of activities and experiences on offer for young people. For example, developing a BoA Youth website designed by young people.
- Target areas of need identified from the March 2019 survey and focus informal education sessions around these areas.
- Steadily increase numbers through promotion.
- Volunteering Projects – Young People want to volunteer to improve the Youth Centre by cleaning/sorting garden area and Youth Centre.
- Planned programme of trips and activities throughout school holidays.

Detached Activity

Detached youth work started in December 2018, meeting with young people on their own territory to encourage and improve social change and self-development. CFC Youth Workers wear BoA Youth clothing and ID badges so they can be recognisable to young people and members of the public, and have large urn's filled with hot chocolate that we offer young people for free as a way of promoting engagement.

The aim of the detached work is to challenge attitudes and behaviour where they impact negatively on themselves and others, especially around drugs and alcohol as this has been an area highlighted several times by young people. The number of detached sessions undertaken in each area to date is detailed below.

Locations	Sessions
Bradford on Avon	4
Westwood	2
Winsley	2
Limpley Stoke	2
Monkton Farleigh	2
South Wraxall	2
Holt	2
Staverton	2
Wingfield	2

There has been engagement from 23 young people through the detached work and there have been informal conversations around drug use, anti social behaviour, and involvement with the Police. Young people shared lots of ideas on what they felt were issues locally and so we will continue to develop relationships with these young people to encourage participation in acting on these issues.

Villages

Young people's views from villages were obtained during the online survey consultation and have helped shape the current service. Young people from villages are also currently accessing the youth centre in BoA and will have access to 1:1 support once it is launched in April.

CFC has delivered Detached Youth Work in surrounding villages to try and engage young people within the local areas. There has been a limited response so far and the detached work in villages will be reviewed at the end of Q1 to assess whether it is needed in all areas.

Plan for future development/work

- Rolling programme of school holiday activities and detached work. Half day activity sessions across village locations to promote engagement, starting with Easter activities on 9th April 2019. Summer timetable to be produced with young people.
- We will target areas of need identified from the March 2019 survey and focus a programme of informal education sessions around these areas, for example sessions on promoting positive emotional wellbeing or healthy relationships. The sessions will be delivered in target village locations or accessible in group work at St Laurence school across a rolling programme.

Individual Referred Work

Individual referred work will be launched in April 2019 to enable young people to have access to 1:1 support from youth workers in their local community. It is envisaged that the majority of referrals will be received from St Laurence school and 1:1 support is open to all young people with an identified need in BoA and surrounding villages. This will be a limited resource so referrals for support will be prioritised based on those most at need across all locations.

Referrals will be able to be made via downloadable referral forms and will be open to:

- Schools
- Police
- Early Help
- Self referral

Target criteria for referral are young people who either:

- Are at risk of substance misuse or are not engaging with substance misuse services
- Have poor emotional wellbeing and are not engaging with other services
- Are at risk of involvement with the Police

Analysis of Need

To better target the issues and areas that are most important to young people we have designed an online survey that can be completed anonymously and is being rolled out at St Laurence School throughout March 2019.

The survey covers different aspects of being a young person, such as health (both physical and emotional), family, relationships, and community. The survey will also enable a baseline measure of young people's self reported scores across the different measures to enable us to track and evidence changes in views or patterns in areas of need. The survey results will enable us to tailor the informal education sessions and look at creative ways of addressing the needs identified by young people across different areas.

The survey can be accessed here:

<https://www.smartsurvey.co.uk/s/preview/BoAYouthViews/2269C3D1D5C8CB5EDF344375C64BFE>

Youth Services Partnership outline

2018-2021

The Youth Service, now branded 'BOA Youth', was commissioned by Bradford on Avon Town, commencing operation in July 2018, in furtherance of Part One of the Town Council's Youth Strategy.

The deliverables of the service include:

- Targeted (referred) youth work;
- Detached youth-work;
- Planned and open-access youth provision in a variety of locations, which would be likely to include maintenance of the current Youth Club;
- Strategic engagement and co-ordination with other providers and activities in the area, including sports and arts groups to maximise the community input into the service;
- Design and delivery of participation services to enable and embed citizenship and community engagement at a young age;
- Open to all children and young people from age 10-18 (Year 6–Year 13) within the defined area, to include age-appropriate activities for each age-group;
- Provision, according to identified need, for looked after young people or care-leavers up to the age of 25.

The scope of the work covers both the town and the surrounding community area of Bradford on Avon. For this reason in 2018-19, the service received financial support from both the Colonel William Llewelyn Palmer Education Charity (CWLPEC) and the Wiltshire Council Area Board. It is requested that financial support is maintained going forward, to ensure that scope of the service can be maintained.

Support for young people outside of the town includes both geographically local services in the villages, through provision of detached/outreach work and/or liaison with other local provision (where this exists), and potential creation of specific local provision where there is an identified need. Additionally, working in partnership with St. Laurence School, the BOA Youth can support all students, including those from the villages.

Outputs and outcomes of this work will be monitored on an ongoing basis through regular reporting to the Town Council and funding partners. Initially, these have primarily been output based, reflecting the need to bed the service in. Over time it is expected that we will see more outcomes-based and qualitative information. This will be supported by a strong participation-based element to the service, where young people are asked to contribute to decisions on the type of services on offer, assessing their own needs, and assessing impact. The Town Council and funding partners will have access to aggregated data produced from these online surveys, for use in evidencing the effectiveness of the service, and planning for additional support where required.

The agreed Town Council budget for 2019-20, allocates £47,270 for provision of BOA Youth. This is offset by assumed funding (to be agreed) from CWLPEC of £8,000 and from the Area Board of £6,000 – which matches the funding provided in the preceding financial year.

Support from the Area Board is important in ensuring that the provision can continue to work outside of the town. This is strategically important for the Town Council, given the high proportion of young people from the community area who access the Town Centre – the service was designed to assess and meet the needs of the whole area, acknowledging the inseparability of the town from the surrounding communities.

We welcome the potential contribution of £10,000 from the Area Board Local Youth Network, as it will secure and enhance BOA Youth's ability to serve the needs of those young people outside of the town, as well as add value to those provisions within the town, acknowledging that Area Board serves both the town and the surrounding area. The provision must continue to be needs led, and it is not desirable, at this stage, to define a specific output from the funding beyond those stated in the service specification provided above, which includes the whole community area. BOATC and Community Family Care (CFC) (the provider) will continue to work with the Area Board and other partner organisations to address specific to develop specific offering identified by the consultation work which CFC continue to undertake.

The receipt of monies in the 2018-19 financial year did not mean that the Town Council did not spend its allocated amount on Youth Services – instead, it meant that it was able to agree further spending on Youth provision accessible to young people from, across the community area. It is envisaged that this will continue to be the case in 2019-2020, particularly in areas of children and young people's mental health and well-being, where discussion with our local schools have already identified further needs, and which may be the focus of further partnership working.

Cllr. Dom Newton,

Leader, Bradford on Avon Town Council

Bradford on Avon Health and Wellbeing Group

Note of meeting on Monday 25 February 2019 at Bradford on Avon Library

Present:

Councillor Johnny Kidney - Wiltshire Councillor, Health and Wellbeing lead for Bradford on Avon Area Board (Chairman)

Councillor Jennie Parker - Bradford on Avon Town Council and Chairman Bradford on Avon Dementia Action Alliance

Councillor Jim Lynch - Wiltshire Councillor, Local Youth Network lead for Bradford on Avon Area Board

Councillor Dom Newton - Bradford on Avon Town Council

Ruth Randall - Bradford on Avon and Melksham Health Partnership

Ginnie Heads - Living Well Project Worker, Age UK Wiltshire

Wendy O'Grady - Bradford on Avon Seniors Forum

Dave Payne - Health Trainer, Wiltshire Council

Peter Dunford, Ros Griffiths - Community Engagement Managers, Wiltshire Council

Pippa Webster, Simon Billingham - Age UK Wiltshire

1. Apologies:

Karen Wade - Assistant Commissioner, Adult Care Commissioning, Wiltshire Council

Jo Harris - Librarian, Wiltshire Council

Anne Baldie - Carers Support Wiltshire

2. Minutes from meeting on 10 December and matters arising

Minutes agreed. Matters arising on this agenda.

3. Living Well Project

Pippa Webster and Simon Billingham presented a review of the 2 year pilot phase which summarised the impact of the service on older and vulnerable people in the

area and how these interventions were helping to reduce the demand for GP appointments and hospital admissions. The general feeling was that the 2 year pilot phase of the Living Well Project had been a success and the Age UK Wiltshire project worker, Ginnie Heads, had become a valued member of the Taking Care of Older People team at the Bradford on Avon surgery.

A proposal was presented for continued funding of the project in 2019/20, as now, that is on a 3-way-split of costs between Health Partnership/ Area Board/ Town Council, with Age UK Wiltshire contributing as line manager. A staff cost calculation for 2019/20 showed direct service and support costs totalling £ 20, 859 and indirect costs totalling £ 2,512 for which Age UK Wiltshire was seeking full cost recovery of the total direct and indirect staffing costs.

ACTION: In considering affordability and fairness, it was agreed with the unanimous support of the funding partners that our local partner contributions in 2019/20 would be offered at £7,000 per annum per partner, a grand total of £21,000 per annum, representing an uplift of £1,000 or 14% per annum per partner on the last two years. The proposal will need to go to the Town Council on 5 March and Area Board on 13 March for ratification. The board of the Health Partnership have already agreed their share of the contribution.

4. Town Council Health and Wellbeing Policy

Dom Newton outlined the commitment of the Town Council to a health and wellbeing policy with a budget of £15,000 in 2019/20 for work in this area. Activities to include joint working with the Health Partnership and other agencies, support to social prescribing activities and the Leg Club, possible re-introduction of a health visitor service and ongoing support to the Living Well service and to efforts to make Bradford on Avon a dementia friendly community.

5. Clean Up Bradford (CLUB)

Derrick Hunt gave a moving account of his personal journey towards improved health and wellbeing. He talked about three projects aimed at keeping people active and socially included (notes attached):

Clean Up Bradford (CLUB)
Bradford on Avon Bowls Club
Bradford and Winsley Sports Association (BAWCASA)

6. Social Prescribing

Jim Lynch described the work of Dr Helen Kingston at the Frome Medical Practice which has received national attention for the success of its programme of “social prescribing” whereby patients are directed to a range of non-medical health and

wellbeing activities “in the community” to help alleviate the symptoms of poor physical and/or mental health. In Frome this has cut hospital attendance by one third.

Ruth Randall confirmed that a similar approach has been adopted in Bradford on Avon, sometimes by a different name, as part of the work of the Transforming Care of Older People (TCOP) service. A team of 7, including 2 nurses, provides support to a clientele of older and vulnerable patients with the aim of reducing hospital admissions and re-admissions. Services in the community include the Leg Club, memory cafes, falls and balance classes, dementia walks, luncheon clubs and the Living Well project through the support of Age UK Wiltshire.

JL is talking to Jane Jones at Holy Trinity Church regarding a possible conference in 2019 to highlight the value of compassionate communities with strong social networks and to feature some of the good practice going on locally in the field of social prescribing www.compassionatecommunities.co.uk This could include speakers from Frome, Bradford on Avon and elsewhere as a way to share good practice.

Johnny Kidney reported that a presentation had been made to Wiltshire Council by Dr Kingston and he would like to understand how this was received before agreeing to support the proposed conference event.

ACTION: JL and JP to meet with Dr Helen Kingston

ACTION: JK to speak to Councillor Jerry Wickham, Cabinet Portfolio Holder

5. Childrens' Mental Health Issues

At the last meeting Karen Spence from Wiltshire Public Health outlined a workshop she runs to address mental health issues for children of school age. This can be tailored to the needs of younger children (Years 5/6) as they transition from primary to secondary school or those of older teenagers, depending on the wishes of this group. Issues covered can include stress, body confidence and cyber bullying.

Peter Dunford and Dom Newton attended a recent meeting of the headteachers of the secondary and primary schools in the school cluster to discuss interest in this.

The headteachers recognised the issues of mental wellbeing throughout the age groups, from reception year upwards. The Sure Start Childrens Centre had provided support services in the past for younger children on issues such as childhood obesity, talking therapies and school readiness. They were conscious that there are services already available at school for children and for parents:

- St Laurence already host an oversubscribed teen counselling service called “Relateen”, provided by Relate
- “Thrive” training has been held to develop emotional wellbeing skills amongst staff
- “Incredible Years” parenting courses have been successful
- The Families and Children Transformation (FACT) project for under 5s provides early years intervention

ACTION: It was agreed that further discussions be held between the H&WG and the Town Council on the potential for a joint programme of support in the area of childrens mental health

8. Dementia Friendly BoA and Mens Shed Update

JP reported that ideas for Dementia Action Week in May were being discussed. Wiltshire Heights Care Home was continuing to show a programme of dementia-friendly films at St Margaret's Hall. It was also trialling a "mind harp" as a music therapy tool for residents with dementia. The Wiltshire Music Centre was likely to host a dementia friendly concert. Special memory café events and dementia awareness sessions were also being planned. The Town Council was investigating dementia-friendly improvements to premises, such as toilet seats and signage.

ACTION: All ideas for Dementia Action Week events welcome

JP gave an update on efforts to establish a Mens Shed for the town. At the invitation of Christ Church Primary School she and Libby Miles had visited to look at a vacant piece of garden on the school site with 4 old sheds and a bungalow with toilet facilities. Peter Dunford and JP had already visited the Brunel Shed in Corsham which incorporates a "dementia shed" 2 days per week and benefits from exclusive use of a former community centre at nil rent. Melksham uses a shipping container, these can be bought at a reasonable price. Alternative sites in Bradford could include the pavilion at Victory Field, which is used very infrequently and is often vandalised and also at Sladesbrook where a container could be sited near the allotments. It was agreed that the site at Christchurch was the probably the favourite option.

Peter Dunford offered to invite a speaker from the Melksham Mens Shed and Derrick Hunt offered to be involved in any meeting also.

Richard Ross at BoA Community Agriculture has invited the Town Council to take a stake in the venture jup on the Bath Road.

ACTION: JP and others to visits Mens Sheds at Melksham, Trowbridge and elsewhere

ACTION: A proposal to be put to Town Council Community and Recreation committee on 19 March for support and resources. Dom Newton to champion.

9. Wellbeing Wednesdays

Dave Payne reported that his referral caseload had increased considerably in BoA. The sessions at the library were being moved to Monday afternoons to run alongside the computer club and would be rebranded accordingly.

ACTION: DP to meet with Dom Newton to discuss joint working

10. Budget position 2018/19

PD reported that there remains unspent monies in the health and wellbeing budget of £ 1,700 in 2018/19.

11. Grant applications:

Wendy O'Grady outlined the work of the Seniors Forum in 2018/19 and costs incurred for room hire and printing totalling £ 668. PD explained that the H&WG had promised the Seniors Forum support up to £ 1,000 per annum.

ACTION: The group was happy to recommend this wellbeing project to the Area Board for funding approval

12. Any Other Business

Peter Dunford reported that this would be his final meeting as facilitator as, following a team reshuffle, he would be moving to the post of Community Engagement Manager for Melksham. Ros Griffiths, the new CEM for Bradford on Avon and Corsham, would be taking over the role.

13. Date of Next Meeting:

Monday 29 April 2019, Bradford Library at 10.30am

1 Clean up Bradford on Avon CluB founded April 2018

Primary objective the name says it

Secondary objective to provide opportunities (reasons or even an excuse !) to contribute to a community project which enables social inclusion and integration.

Especially important to adults experiencing life difficulties.

Reconnecting people via a common goal, without focussing on their problems.

Funded by BoA Town Council, and supported by BoA Preservation Trust.

Work Parties Each Monday.

Website <https://sites.google.com/view/cleanupbradfordonavon>

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

2 Bradford on Avon Bowls Club, Culver Close, Frome Road. Founded 1911.
(Site owner is Bradford on Avon Town Council.)

Social inclusion especially with grandparents moving to BoA to be near family.

Maintenance of contact socially, support available in situations of terminal illness and bereavement.

Winter	Every Tuesday am	green and grounds maintenance
	Every Friday pm	indoor bowls at Clarrie Dunbar on A36 near Frome.

Summer	Every Tuesday am	green and grounds maintenance.
	Every Friday evening	socials including quizzes, snacks.
	Bowls most days	playing, watching, catering, bar, tea making.
	Social membership	£10 pa.

Website
<http://www.westwilts-communityweb.com/site/Bradford-on-Avon-Bowls-Club/>

Facebook <https://en-gb.facebook.com/BOABowls53/>

3 Bradford and Winsley Sports Association BAWCASA

It is a charity founded in 2004 which owns and manages 27 acres of sports fields at Winsley, adjacent to BoA RFC. The land is currently leased to BoA RFC and Bradford Town Youth Football Club. From 1st June 2019 Kingston Archers will move from Spencer Moulton ground to Winsley. Kingston Archers are a good example of a socially inclusive club.

BAWCASA holds regular work parties all year round in order to maintain the hedges, trees, ditches etc with particular regard to wildlife and environmental management.

If the Men's Shed project proceeds BAWCASA would fund materials for making 20 bird and bat boxes.

Summary

All of these projects are aimed at keeping people active and socially included.

Derrick is not a qualified social worker, but has many years' experience in assisting others putting their lives back together, having done so himself.

Derrick Hunt

25th February 2019.

Age UK Wiltshire Living Well Service - Bradford on Avon

The Age UK Wiltshire Living Well service was introduced to Bradford on Avon in June 2017. Since that date, over 100 local older residents have been referred to the Age UK Wiltshire senior Living Well project worker who is based at St Margaret's surgery whilst also attending the weekly Leg Club and the HUB each Wednesday.

Age UK Wiltshire truly believes that the Living Well Service at Bradford on Avon has made significant improvements to the patients who have been referred to it since 2017 and would like the opportunity to continue with this work.

What makes the Living Well Service different from many other services is the Guided Conversation that takes place in the client's home once a client has been referred. The referrals are primarily made by one of the Health Professionals at St Margaret's (a GP or someone from the Older People's Team) when non-medical support is thought to be of benefit to the patient but residents of Bradford on Avon can also access the Living Well Service through the Leg Club and the HUB.

The Guided Conversation includes 6 categories which are explored in detail:

- social engagement – what relationships does the patient have with other people
- physical activity – how much physical activity does the patient engage in
- healthy living – how does the patient manage nutrition and hydration
- finances – is there an entitlement to additional financial benefits
- housing – is the patient managing in their home
- health & care support – what are the current arrangements, is a review necessary

The senior project worker has now completed nearly 80 Guided Conversations, helping patients to identify which of the 6 categories they require support in:

- Over 75 patients were identified as being socially isolated or lonely and information pertinent to each individual was produced and discussed with each of them to help them address those feelings. The majority of patients were, with gentle encouragement, able to access a wide range of suggestions themselves and 12 patients were referred to the Age UK Wellbeing to access volunteer support and engage in a programme, specific to them, to help make significant improvements to those feelings of loneliness and isolation.
- Over 50 patients were identified as being at risk of falls and were given a range of information and often support to arrange: personal alarms; exercise classes; podiatry appointments, aids and adaptations. 5 patients were referred to the Age UK Wiltshire Fitness & Friendship club at Winsley and receive volunteer support to attend.
- Over 20 patients were given information about additional benefits that they may be entitled to and when appropriate referred to the Age UK Information & Advice service for additional volunteer support to apply for those benefits.
- Over 30 patients were helped to access transport, additional domestic and/or domiciliary care, gardening and handyperson services – to maximise the patient's independence and potentially enable them to continue living in their home.

As well as the advantage of being able to access further resources and expertise from within Age UK Wiltshire, the project worker has access to other partner organisations who work closely with Age UK Wiltshire and when appropriate and to the benefit of the patient, referrals can and have been made to: Wiltshire CIL (Make Someone Welcome); Alzheimer's Support; Carers Support Wiltshire; Dorset & Wiltshire Fire and Rescue SAIL; IAPT; Wiltshire Council Health Trainers.

Statistics themselves however do not fully capture the lengths that the project worker goes to, to improve the wellbeing of the individual but the following summaries of just a few examples of help and support given give a better idea of how the project worker has helped, sometimes over many weeks.

Case Studies

A patient was referred by a community nurse who was worried about the mental wellbeing of the patient having repeatedly heard them saying 'I wish I wasn't here'. Following the Guided Conversation to explore why the patient was feeling that way, a link was made with a volunteer, they soon discovered a shared interest, the patient was introduced to a local group which they attended together and the patient was able to form other friendships within the group.

A patient was referred to the service by his GP because of the patient's anxiety about developing dementia – tests had revealed no abnormal changes in his cognitive behaviour. The Guided Conversation revealed that the patient was experiencing significant stresses relating to his wife's recent cancer diagnosis, a house move, financial worries, bringing up a teenage daughter and working. The patient was given the opportunity to talk about his anxieties in detail and the project worker was able to offer practical assistance to help overcome some of the anxieties he was feeling. The patient was encouraged and supported to: contact Carers Support Wiltshire; access benefit advice to ensure he and his family were in receipt of all benefits they were entitled to; manage basic, everyday memory problems as well as health advice on how to support healthy cognitive function; follow up on an interest group that the patient had said he would like to join. The patient said he felt 'resurrected' by the opportunity to discuss his concerns and by the information provided through the Living Well project. He now has information on relevant services and how to access them, and has made contact with and started attending the local interest group.

A patient was referred by the care co-ordinator due to concerns that she was becoming socially isolated following a recent fall. At the Guided Conversation the patient was tearful and identified that she felt lonely and bored at home, she struggled to accept that she deserved any support to overcome this, feeling that she was 'past her use by date'. The patient was a very independent and capable person and part of her frustration was that her carers were doing tasks that she herself could do slowly throughout the day. The project worker was able to discuss at length ways that the patient could regain some control over her life again: a referral to an occupational therapist to provide appropriate aids and equipment to enable the patient to maintain her independence; a review of her medication so that the patient had pain relief patches as opposed to oral medication; a referral to AUKW Wellbeing for a volunteer link to help re-build confidence so that the patient could once again attend the social groups.

A patient was referred by a member of the Older People's Team due to frequent non-clinical attendances at the surgery. The Guided Conversation revealed that the patient was still grieving for her husband and was feeling lonely despite having a supportive family and neighbours. The patient was referred to the AUKW telephone befriending service and given volunteer support so that she could attend one of the AUKW Fitness & Friendship clubs. The patient quickly became good friends with another older person that the same volunteer also supported to attend the F&F club.

A patient was referred following the sudden bereavement of her husband because it was thought that support to increase social connections would benefit her especially

as her husband had always managed all their affairs and had been the patients only social contact. The Guided Conversation revealed that the patient was not ready to engage in social activities and initially declined support, preferring to put her time and energy into sorting practical matters around the home and relating to her husband's financial and legal affairs. Information and contact details of the project worker were left with the patient should she change her mind. A few weeks later during a welfare and follow up call, the patient explained that over the intervening period she had come to realise how lonely life was without her husband, and how she would benefit from some support to adjust to living life on her own and in particular help to manage practical problems such as attending appointments, finding a plumber, using a mobile phone. Over a number of weeks the project worker helped to resolve a fault with her phone line, adjust and manage her medication prescription, hire a wheelchair, access the optician and the bank, and set up plans for how to overcome and manage similar issues into the future. With the right information and some reassurance the patient was able to resolve the issues herself and having gained the confidence to address practical problems the patient then acknowledged that it would be prudent to increase her social connections and is now actively engaged in making that happen.

Bradford on Avon Living Well – Budget 2019/20

Living Well – 2019/20 Budget (based on 48 weeks to allow for annual leave)		
Direct Service Costs		£
Staff	0.6FTE Senior Project Worker (including on cost @ 20%)	£16,200
Expenses	Travel & parking expenses @ 45p per mile	£240
IT & Telephony	Monthly mobile phone tariff £15pcm and IT £25pcm licences (office, Timetastic etc.)	£480
Supervision	2 hours per week – Area Manager South	£2,057
Sub-total		£18,977
Direct Support Costs		
I&A Services	Providing Information and Advice Services and resources (printed materials) (10% of direct service costs)	£,1882
Sub-total		£1,882
Indirect Costs		
Central Support	Charity Log entries, HR management system, Insurance (5% of direct service costs)	£941
Senior Management Oversight	Oversight Director of Services (1 hour per week)	£1,371
Training & CPD	Safeguarding, Guided conversations, community development, risk assessing, IT systems	£200
Sub-total		£2,512
Total		£23,223

BRADFORD ON AVON AREA SENIORS FORUM

Expenditure for 2018 to be claimed

No.	CLAIM FOR HALL HIRE	Amount £
1	Health Centre GP Practice Presentation at United Church on 17/1/18	30
2	Keeping Safe Online (United Church) 13/3/18	35
3	Meet Your MP (St Margaret's Hall) 12/4/18	114.6
4	Seniors Forum AGM St Margaret's Hall 10/5/18	99.76
5	Living Independently (at United Church) 13/6/18	35
6	Drop – in Meet the Team at The Hub 17/9/18	10
7	Meet the RUH (St Margaret's) 3/10/18	129.45
8	Christmas Drop In (The Hub) 21/12/18	25 (10+15 receipts)
	TOTAL	478.81
	CLAIM FOR PRINTING COSTS - includes Directories, Newsletters, Stamps, AGM reports and Posters	
9	February newsletter + 40 DIRECTORIES 28/02/18	39.68
10	May newsletter 30/4/18	19.03
11	Chairman's AGM report + membership forms 31/3/18	22.00
12	September and December Newsletter + 3 posters +300 DIRECTORIES +questionnaires	59.04
13	Stamps for posting to members who are not online + stamps for sae to accompany questionnaires	49.88
	TOTAL	189.63

Total costs for 2018 = £668.14

BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	Date of meeting: 18th February 2019			
1.	Attendees and apologies			
	Present:	Sarah Gibson – (Chair), Johnny Kidney – Wiltshire Councillors Simon Taylor – Wingfield PC Matthew Midlane – Monkton Farleigh PC Trevor Bedeman – Streets Ahead Ruth Fulton – Limpley Stoke PC Andrew Pearce – Holt PC Dom Newton – Bradford on Avon TC David Thomas, Andy Cadwallader - Highways Peter Dunford – Community Engagement Manager John Barnes, Richard Warren – Winsley PC		
	Apologies:	Trevor Carbin – Wiltshire Council		
2.	Notes of last meeting			
		The minutes of the previous meeting held on 12 th November 2018 were previously circulated.		
3.	Financial Position			
		See Finance sheet. Remaining budget standing at £4,713 This will carry over into 2019/20. New 2019/20 allocation is £10,062 giving a total of £14,775		

BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

4.	Top 5 Priority Schemes			
a)	Winsley concerns	<p>Hartley Farm Lane / Church Farm one way – One way on UC6104. DT confirmed it would be possible to have one way working in a north bound direction. Traffic Order and signs costs would be in the region of £2500 to £3000.</p> <p>Request for bus stop cage on Limpley Stoke Road – Cost estimate of £481 approved by PC. CATG approved scheme.</p> <p>Melbourne Close to village footway – request for bollard. PC have purchased bollard and identified location. Issue identified with underground services. Alternative proposals with PC.</p> <p>Ashley Lane – request for cost estimate for provision of kerbs opposite 178a to 180. Cost estimate with PC.</p>	<p>PC advised No further action</p> <p>Complete</p> <p>PC advised No further action</p> <p>Awaiting feedback from PC</p>	
b)	Station approach – Bradford on Avon	Revised proposals with SG for consideration	Proposals agreed by Town Council. Detail design and cost estimate to continue to inform substantive bid.	DT
c)	Wingfield	Request for footway resurfacing south of 21d Frome Road to The Willows. Revised estimate of £13,211 approved by PC. Works due 15 th February for 6 days	Works complete but PC not happy with finished result. DT to investigate further with Atkins / Ringway and report back.	DT
d)	Monkton Farleigh	<p>Request also made to extend 20mph, metrocount request form completed and submitted. Awaiting result of metrocount.</p> <p>Monkton Farleigh, Broadstones – request for drop kerbs and length of footway. Design & cost estimate approved by PC. Order placed with Ringway</p>	<p>PC advised No further action</p> <p>Awaiting works start, likely in April</p>	DT

BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

e)	Limpley Stoke	The Twizzle 'Unsuitable for motor vehicles' sign has been ordered. Awaiting install. Estimate £100. £50 CATG / £50 PC	Awaiting install of sign	DT
f)	Wingfield Church Lane	Traffic calming proposal by the PC. Site visit undertaken. Initial proposals with PC for consideration	PC have approved form of calming features. DT to provide cost estimate.	DT
g)	Westwood Jones Hill	Request for width restriction. Advisory signing scheme drawn up and passed to PC for consideration	Scheme approved by Westwood PC. Awaiting confirmation of ¼ funding from Bradford on Avon TC prior to placing works order.	TC
5.	Other schemes for action but not yet a priority			
a)	Turleigh Hill / Belcombe	Area for investigation now covers length from Avoncliffe junction up to 30mph terminal point. Volunteers to be tasked to clear footway.	Site visit to be arranged.	DT/SG
b)	Safety at B3109 Wildcross junction, South Wraxall	Visibility from B3109 Wildcross to the north is the main concern. Hedge growth is the problem. Hedge has now been cut back.	No further action required	
c)	Limpley Stoke	Limpley Stoke Crow Hill – request for quote for key clamp hand rail. RF to provide location plan / photos. DT to get quote.	Photo's now received. DT to investigate further.	DT
d)	Holt	Neighbourhood plan suggestions discussed. Group agreed a Phase 1 to move forward with gates at either end of the village and identification of measures to highlight the presence of the mini roundabout at the western end of the village. Ham Green and parking refuges as Phase 2. Update given at meeting	DT to send revised proposals to PC for comment.	DT
	Substantive schemes			

BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	4528 Winsley Hill. At Canal Bridge	Request for pedestrian route over bridge and defined walking route to west of bridge. Option 4 chosen as preferred option. Substantive CATG bid made. Cost estimate £20,000. PC £10K, bid for £10K. Substantive bid successful.	Limpley Stoke PC contributing £2,500, Winsley PC £ 7,500. Next action undertake detail design and programme works for 2019/20.	
6.	Other Requests / New Issues			
a)	Wingfield A366	Stowford Manor Farm. Discussion on options took place. Speed limit review not likely to be supported by PC, alternative option of enhanced signing to be considered.	JK to lead discussion on sign options to include reps from PC and school.	JK / PC
b)	Woolley street	Request for raised road hump at 20/40 terminal point	Town Council to undertake site visit to look at options	TC
c)	Bradford on Avon	Market Street – vehicle overruns of footway at top of hill. Awaiting review of impact of yellow box removal.	Town Council to consider options and write to Wiltshire Council	TC
d)	Bradford on Avon	Rickfield (off Grove Leaze) request for pavement repairs. SG advised that site visit has been done and that path is a right of way.	SG to contact rights of way officer Paul Millard to discuss further. TC looking at handrail installation	SG/ TC
e)	Bradford on Avon	Trowbridge Road – kerb / footway overruns – Works now included in pedestrian crossing scheme funded through School Travel Plan	Slight delay to May.	DT
f)	Bradford on Avon	Priory Close – request for parking bays to be marked. AC advised that this had been looked at before but would result in overall loss of spaces. PD advised that the issue originated with a request to remark the disabled bays only.	TC to investigate.	TC

BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

g)	Staverton	<p>Request from PC for improvements to Cottles Barton Roundabout. DT advised that initial cost estimate was with PC for consideration.</p> <p>Flooding on the footpath from Cygnet Way Staverton to School Lane – possible resurfacing or drainage works required.</p> <p>Historic marker stone at Staverton river bridge. Stone is actually located in Holt Parish. AC advised that stone is to be moved as part of upcoming bridgeworks and that refurbishment of stone is not a highway scheme.</p>	Deferred to next meeting	
7.	Other items			
a)	Freight Management	Awaiting publication of BANES Cabinet member report on Clean Air Zone consultation.	Deferred, now likely at end of March.	
b)	Staverton flood gates	Revised quotes for gates is £12,112. Awaiting instruction to proceed or not. Fund raising ongoing. Action with Fire Service.	Group decided to recommend 3 month time limit on funding availability due to long delays. Subsequent to meeting the Fire Service has confirmed match funding now in place and wish to proceed.	
c)	Bradford on Avon Preservation Trust	Item on Works in conservation areas and option to pay for enhanced materials. Trust have identified compound location and areas around the town for enhanced materials.	Trust to discuss arrangements further with AC.	
d)	Woolley Green	TB raised a query of the signing of the speed limit at Woolley Green.	DT to investigate further	

BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

8.	Any Other Business:	<p>SG requested list of bus shelter suppliers to enable shelter in St Margarets Street to be provided.</p> <p>DT advised on proposed signal controlled crossing on Bath Road which is being developed as part of the School Travel Plan process for Christchurch Primary School.</p> <p>DT advised of new guidance for use of Speed Indicator Devices</p> <p>AC advised of proposed footway resurfacing programme and is willing to include local suggestions. Current list to be circulated for information.</p>	<p>DT to supply info</p> <p>Delivery in 2019/20</p> <p>Info to be circulated</p>	DT
9.	Date of Next Meeting: Monday 24th June 2019, County Hall at 4pm			

Bradford on Avon Community Area Transport Group

Highways Officer – David Thomas

1. Environmental & Community Implications

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

2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Bradford on Avon Area Board.

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

3. Legal Implications

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

BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

4. HR Implications

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

5. Equality and Inclusion Implications

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

6. Safeguarding implications

Wiltshire Council

Bradford on Avon Area Board

13 March 2019

Subject: Road Surfacing Programme 2019/20

Cabinet Member: Councillor Bridget Wayman - Highways, Transport and Waste

Key Decision: No

Executive Summary

There has been under investment in highways maintenance nationally for many years, but Wiltshire Council has been making a substantial investment in improving its road network, with a budget of up to £21 million annually in recent years. Since 2014 about 907 kilometres of the network has been resurfaced, which is about 20% of the total network.

146 kilometres of roads were resurfaced in 2018/19 and over 55,000 square metres of other road repairs carried out. This programme of surfacing work will continue in 2019/20 with a large number of sites identified for treatment (see **Appendix 1**). A provisional list of sites for treatment in future years has also been developed, which will be subject to annual review to ensure the priority sites are being addressed.

The overall condition of Wiltshire's roads compares favourably with the national average and the south-west average road conditions. However, it is appreciated that there is still much to do. As well as the roads it proposed to carry out programmes of footway maintenance, road marking renewals, and sign replacement in 2019/20.

Proposals

It is recommended that the Area Board:

- (i) Welcomes the road surfacing work and repairs carried out in 2018/19 and notes the improvement in the overall condition of Wiltshire's roads in recent years, but acknowledges that further investment is still required.
- (ii) Approves the highway maintenance scheme list for 2019/20 prepared for the Area Board.
- (iii) Notes the new provisional five year programme, which will reviewed annually to ensure best value for money and whole life costing for the highways asset.

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 that provides value for money. This includes the use of asset management and whole life costing approaches to inform long-term investment decisions.

Asset management principles have been applied for many years in Wiltshire to ensure that there is appropriate investment with longer term planning for the management of the highways assets. The development of a long-term programme will help with the forward planning of work on the highway network.

Alistair Cunningham
Corporate Director

Wiltshire Council

Bradford on Avon Area Board

March 2019

Subject: Road Surfacing Programme 2019/20

Cabinet Member: Councillor Bridget Wayman - Highways, Transport and Waste

Key Decision: No

Purpose of Report

1. To provide information on the progress made in improving the condition of the county's roads, and to advise on the road surfacing schemes to be undertaken in 2019/20.

Relevance to the Council's Business Plan

2. The Wiltshire Council Business Plan 2017 – 2027 sets out the vision to create strong communities, with priorities for growing the economy, strong communities and protecting the vulnerable. As part of growing the economy it is acknowledged that it is necessary to bring the county's roads up to an acceptable state. The goal is that road infrastructure is improved and to:
 - Improve asset management and the use of investment to improve the condition of Wiltshire roads (implementing our Highways Asset Management Strategy).
 - Promote and further development the MyWiltshire app to improve and increase the reporting of issues.

Background

3. The local highway network in Wiltshire comprises over 4,400 kilometres of roads and is vital 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, and has been making a significant investment in improving the condition of its highway assets in recent years.
4. The condition of the county's roads is important to the public. This is demonstrated by the results of previous People's Voice surveys and the annual National Highways and Transportation (NHT) surveys, which indicate low levels of public satisfaction with road conditions nationally and in Wiltshire.
5. This report provides a summary of the progress to date on improving the condition of the county's roads, and the proposed road surfacing on the Council's current highway investment programme.

Main Considerations for the Council

6. Wiltshire Council has to address the longstanding under investment in highways maintenance and the consequent backlog, which has been a problem nationally for many years. The Council's major programme of investment in highway maintenance over the past decade has significantly improved the condition of the county's roads, and stopped the deterioration of the road network.
7. Nearly all of the schemes in the 2017/18 programme have been completed, and those not completed will form part of the future programme. Information about the type of road surfacing treatments undertaken by the Council is included in **Appendix 1**.
8. There are also a large number of skid resistance sites to be treated this year, which are required in order to keep the roads safe. They consist of various treatments, including surface retexturing and resurfacing. Some repairs and retexturing are needed as a result of the damage caused by the hot weather in the summer. The treatment for these sites is currently being finalised.
9. A provisional list of roads for treatment over the next five years has also been developed (See **Appendix 2**). This is based on current road conditions and anticipated deterioration in condition. This list will be reviewed annually to ensure that the priority sites are treated to keep the roads safe. The details of the proposals for 2019/20 are shown in the document.
10. The CATG and Area Board are welcome to identify any sites of local concern which may need to be prioritised, and possibly substituted for future schemes in the list. Any defects or areas of immediate concern should be raised with the area engineer or technician, or reported through My Wiltshire.

Safeguarding Implications

11. None.

Public Health Implications

12. The condition of roads and related infrastructure can have serious safety implications, especially with regard to skid resistance. Keeping the roads in good condition can help with reducing accidents. Roads, bridges, highway structures, signs and street lighting also need to be kept in good condition in order to protect the public and those maintaining the assets.

Corporate Procurement Implications

13. There are no procurement implications at this stage.

Equalities Impact of the Proposal

14. 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

15. The effects of climate change could be significant for the highway network. There was considerable damage to the roads, footways and drainage systems in the flooding of 2014, and such events could be repeated. The hot weather in the summer of 2018 caused damage costing over £1,000,000 to repair in Wiltshire. Having robust maintenance and investment strategies to improve the condition of the network helps build resilience into the highway network and the infrastructure.
16. Where possible, suitable materials arising from road resurfacing schemes are recycled. Large quantities of road planings are often used on rights of way to repair damage and on county farms, or provided to community groups. Trial sites for in-situ recycling of materials are carried out where feasible.

Risk Assessment

17. The application of good asset management principles, the planned maintenance of the highway infrastructure, and the establishment of formalised asset management policies and the programme of planned resurfacing, help reduce the risk of incidents and claims.

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

18. There is a risk of increased collisions, claims and public dissatisfaction if highway maintenance is not carried out. The principles of asset management have been followed by this Council for many years, and there is a need to continue to demonstrate best practise and obtain best value for money.

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

19. It is important to ensure that highways asset management and service delivery are implemented effectively. Processes are currently in place with Service Delivery Teams managing the various aspects of the highway service, and these are the appropriate groups to continue to manage the associated risks. The teams include representatives from the Council, consultants and contractors involved in carrying out the works, and they report to the Contract Management Meeting comprising senior managers from those organisations.

Financial Implications

20. 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 it is maintained in the most cost-effective way in order to obtain value for money. This includes the use of a whole life costing approach to inform investment decisions on highway maintenance.

Legal Implications

21. 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 investment and improved road conditions in recent years is helping the Council meet its responsibilities with regard to road maintenance.

Options Considered

22. The recent investment in highways maintenance has seen a substantial improvement in the condition of the county's roads, which are in better overall condition than most road networks in the south-west and nationally.
23. The proposed scheme list for 2019/20 has been developed based on the condition data and local knowledge and is considered to represent a realistic programme in view of current funding levels.

Conclusions

24. 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.
25. A programme of road resurfacing for 2019/2020 has been identified, based on safety needs and the need to improve the condition of the highway network and related assets. A provisional list of sites for treatment in future years has also been identified, which will be reviewed annually.

Parvis Khansari
Director Highways and Transport

Report Author:
Peter Binley
Head of Highways Asset Management and Commissioning
March 2019

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

None

Appendices

Appendix 1 – Wiltshire Highways Maintenance Programme 2019/20
Appendix 2 – Area Board Surfacing Proposals

Wiltshire Highways Maintenance Programme 2019/20



March 2019

Wiltshire Highways Maintenance Programme 2019/20

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Background

Wiltshire Council is responsible for the maintenance of the local road network in Wiltshire, excluding the motorways, trunk roads and those in private ownership. The highway network is vital for businesses and communities, and effective maintenance to ensure its availability is essential to the economic development of the county.

The local highway network in Wiltshire comprises over 4,400 kilometres of road and almost 1,000 bridges. Wiltshire Council recognises the importance of maintaining and managing its highway network effectively, and has been making a significant investment in improving the condition of its highways assets in recent years.

The weather was a particular challenge for road maintenance in 2018, with a very cold winter causing freeze and thaw damage, and then a very hot summer causing some roads to melt and surfaces to deteriorate.

Investment in Local Highways

The Council's 'Local Highways Investment Fund 2014 – 2020' was introduced to address the longstanding under investment in highways maintenance and the consequent backlog of maintenance, which have been problems nationally for many years. The Council's programme of major investment in highway maintenance is intended to deliver and sustain a significant improvement in the condition of the county's highway network.

The first four years of the programme saw significant increased investment in the county's road network with a budget of £21 million annually for road major maintenance. This reduced slightly in 2018/19, but will increase again in 2019/20 to a level similar to those of previous years.

A large programme of road resurfacing was undertaken in 2018/19.

Road class	A	B	C	Un-classified	Total
Length treated 2017/18 Km	46.8	21.2	48.5	29.6	146.1

A substantial amount of road resurfacing work has been undertaken in Wiltshire in recent years, with considerable lengths of road resurfaced:

Year	Length treated (kilometres)
2014/15	148
2015/16	182
2016/17	250
2017/18	181
2018/19	146
Total	907

There have been 907 kilometres of road resurfaced in the five years since 2014, which is about 20% of the network.

There have also been many smaller sites treated with hand patching and repairs to address localised areas in poor condition. Over 58,000 square metres of road were repaired in 2018/19 in addition to the lengths of road surfaced described above.

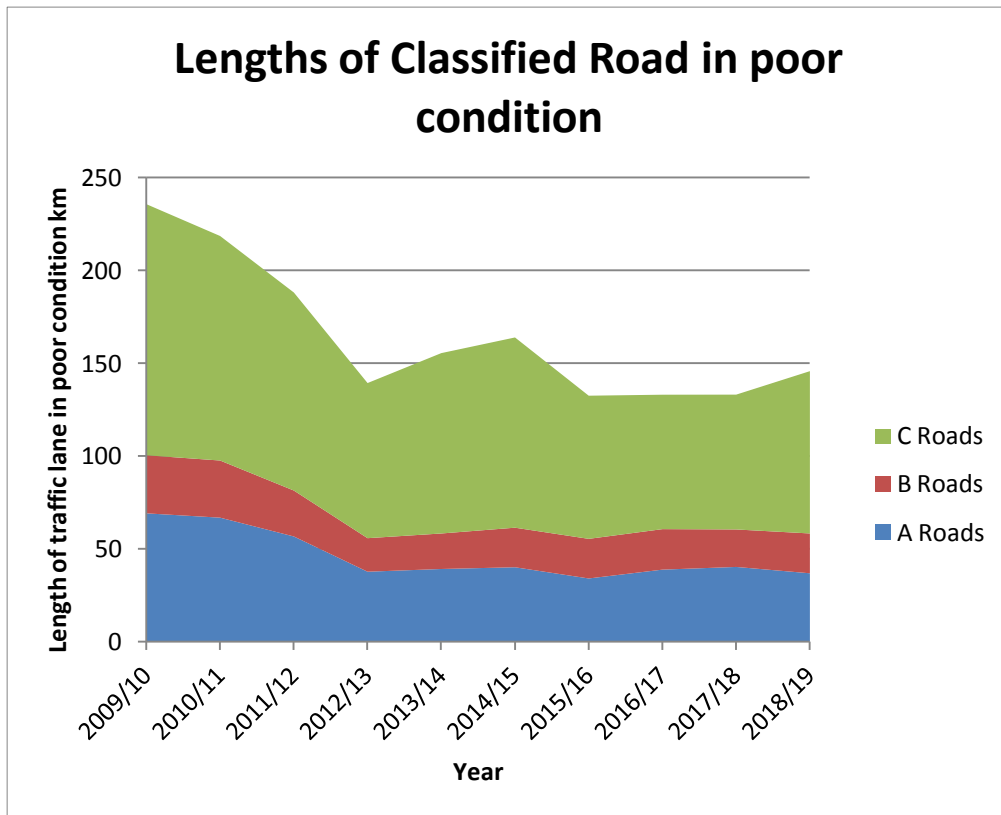
Road Class	Area of Road Repaired (Sqm)
A	11,699
B	7,719
C	21,965
Unclassified	17,161
Total	58,544

The repairs have been carried out across all of the Area Boards in 2018/19.

Area Board	Area of Road Repaired (Sqm)
Amesbury	3,669
Bradford on Avon	3,885
Calne	1,441
Chippenham	2,207
Corsham	2,386
Devizes	2,431
Malmesbury	3,496
Marlborough	3,546
Melksham	2,863
Pewsey	3,841
RWB & Cricklade	4,450
Salisbury	2,999
South West Wiltshire	7,170
Southern Wiltshire	1,156
Tidworth	1,316
Trowbridge	1,622
Warminster	9,261
Westbury	807
Total	58,544

It should be noted that the quantities of repairs in each Area Board will vary from year to year according to need.

There has been a significant reduction in the length of road in poor condition in Wiltshire, which has almost halved since 2009. This has been largely due to the additional funding provided by the Council, which has helped reduce the backlog and prevented further deterioration.

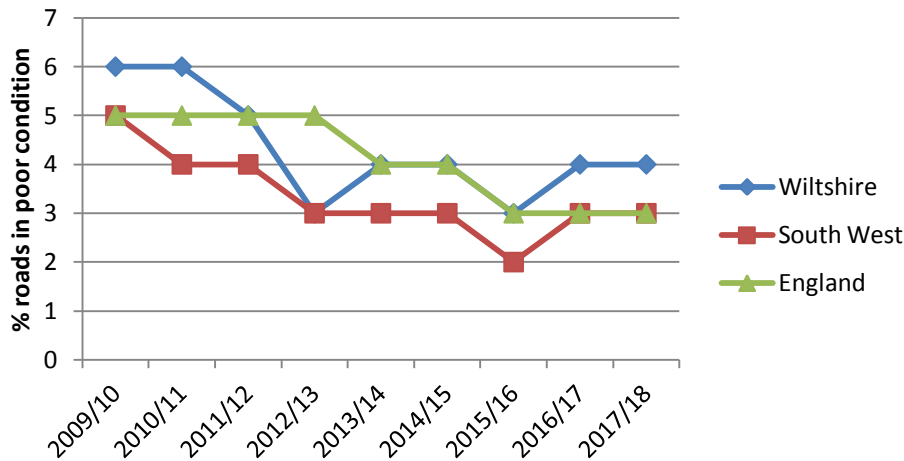


Without the investment to improve the condition of the roads, they would have deteriorated at an increasing rate over the last decade, and the lengths of road in poor condition would have increased rapidly.

Comparison with other authorities

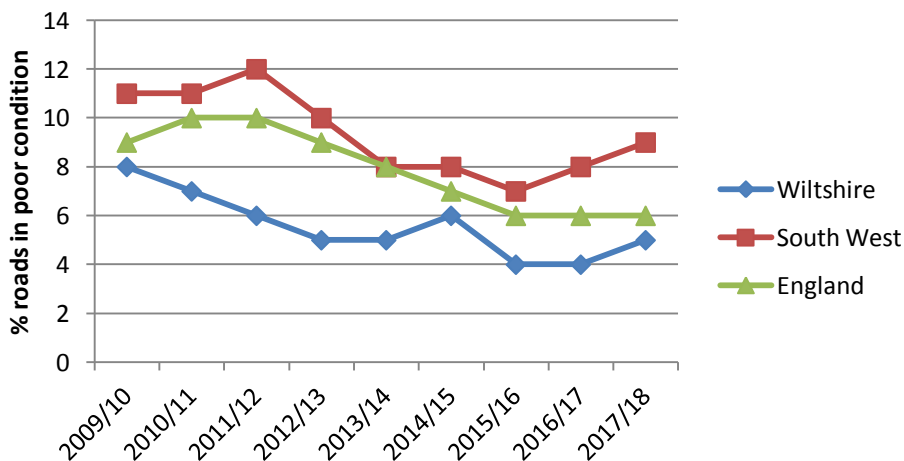
The condition of A class roads has improved nationally since 2009 from 5% in poor condition to 3% in poor condition in 2016/17 (Note - Low percentages are good). In Wiltshire the A class roads have improved, but they are still slightly above the national and south-west averages. It is anticipated they will be much closer to the average next year following the work carried out in 2018/19.

A Class roads in poor condition



The B and C class roads represent 45% of the road network by length in Wiltshire, which is a large proportion of the network. Keeping these roads in good condition is important to the local communities, and requires substantial investment.

B and C class roads in poor condition



The B and C class road conditions in Wiltshire are better than the national average and much better than the south-west average. There was a slight increase in the percentage of B and C class roads in poor condition in Wiltshire in 2017/18, but this appears to be typical of roads in the south west.

The condition of the unclassified roads is more difficult to compare as the assessment methods have not been consistent across authorities. In general terms the condition of the more important unclassified roads in Wiltshire compares well with those of similar authorities in the south west, but further assessment will be needed to get a better understanding of minor road conditions across the south west.

Overall the condition of roads in Wiltshire compares favourably to most conditions nationally and in the south west. However, there is further work required, especially on the county's A roads and on the minor road network. More detailed surveys are proposed to be undertaken in Wiltshire in 2019/20 to obtain better information on the condition of the unclassified roads, and to assist in prioritising further investment.

Road Maintenance

The funding levels for road resurfacing and related work in Wiltshire have been proportionally higher than for most authorities in recent years because of the additional funding provided by this Council. An initial six year programme was developed in 2013, and progress on implementing it has been reported annually to the Council's Area Boards and the Environment Select Committee.

Good progress has been made on delivering the original programme, with the programme now substantially complete. However, there are still a few sites which were included in the original programme, or have subsequently been added for treatment, which have yet to be completed. These will be included in the new forward programme.

The condition of the network has been reviewed in order to develop a new five year programme for highway maintenance. The Council's new Highways Infrastructure Asset Management System (HIAMS) is being used to help derive the future works programme to ensure best value for money and whole life costing for the highways asset. The new system provides the opportunity to carry out more detailed calculations regarding road condition and deterioration to inform investment decisions.

The road maintenance programme for 2019/20 includes a number of different treatments to address specific problems. The proposed sites have been inspected in detail in order to determine the most appropriate treatment or surfacing materials. The main treatment types are described below.

Road Surfacing

The use of bituminous materials to surface the roads usually produces the most effective and durable surface. The use of hot rolled asphalt with chippings is often preferred in Wiltshire as it is very durable with good skid resistance for most of the types of road and traffic volumes we have in the county. Other materials are used to meet specific needs or constraints.



A large programme of resurfacing across the county is proposed for 2019/20.

At locations which are subject to heavy loadings or extreme stress, specialist treatments are used, including grouted asphalt which provides a particularly strong surface.



Specialist treatments such as grouted asphalt are used at some high stress areas.

Where the lower road construction layers are structurally failing, deeper excavation and renewal is used, provided underground services or structures do not limit the depth of construction. Surveys and assessments are undertaken to ensure that drainage systems are working properly before the road is resurfaced.

Surface Dressing

The use of surface dressing, which is sometimes referred to as ‘tar and chippings’, is a traditional method of surfacing which has been used for decades on rural roads.



An extensive programme of surface dressing helps seal and protects the county’s rural roads, and improves skid resistance.

It is very effective at sealing the underlying road construction and provides good skid resistance. It is usually not as durable bituminous resurfacing, but it is a very cost effective treatment if it is carried out regularly. Any weak areas of road are ‘patched’ before the surface dressing is applied.

Pre Surface Dressing Patching

The opportunity is being taken to carry out patching and localised repairs this year on some of those roads which are likely to be included in the surface dressing programme for 2020/21 or in future years. This has the benefit of addressing the sections of a road in worst condition early, and provides a solid base for the subsequent surface dressing.

Texture Treatment

It is important that roads have adequate skid resistance. Higher skid resistance is required on bends and at the approach to junctions. Specialist surveys are undertaken of the main roads to assess the existing surface condition, and identify where treatment is needed.

On some roads resurfacing may be required, but at other locations it is possible to use shot or water blasting to improve the texture. The site assessments are currently underway to identify suitable sites for this type of treatment in 2019/20.

High Friction Surfacing

At some key locations, such as the approach to traffic signals, the use of special high friction surfacing may be used to improve safety. Because of the high stresses at these locations these surfaces may need more frequent renewal. A programme of replacement using potentially more durable materials at these sites will be undertaken as a rolling programme.

Carriageway and Pothole repairs

The Council operates three Pothole Gangs to make emergency repairs and two Patching gangs to make more substantial repairs.



Pothole Gangs respond to defects and potholes on the network

These resources are deployed to address problems as they occur. Last year over 10,000 potholes were filled, which was a substantially more than usual because of the severe winter. Generally there are about 6,000 potholes each year on the network, but the number can increase substantially when there is extreme weather.



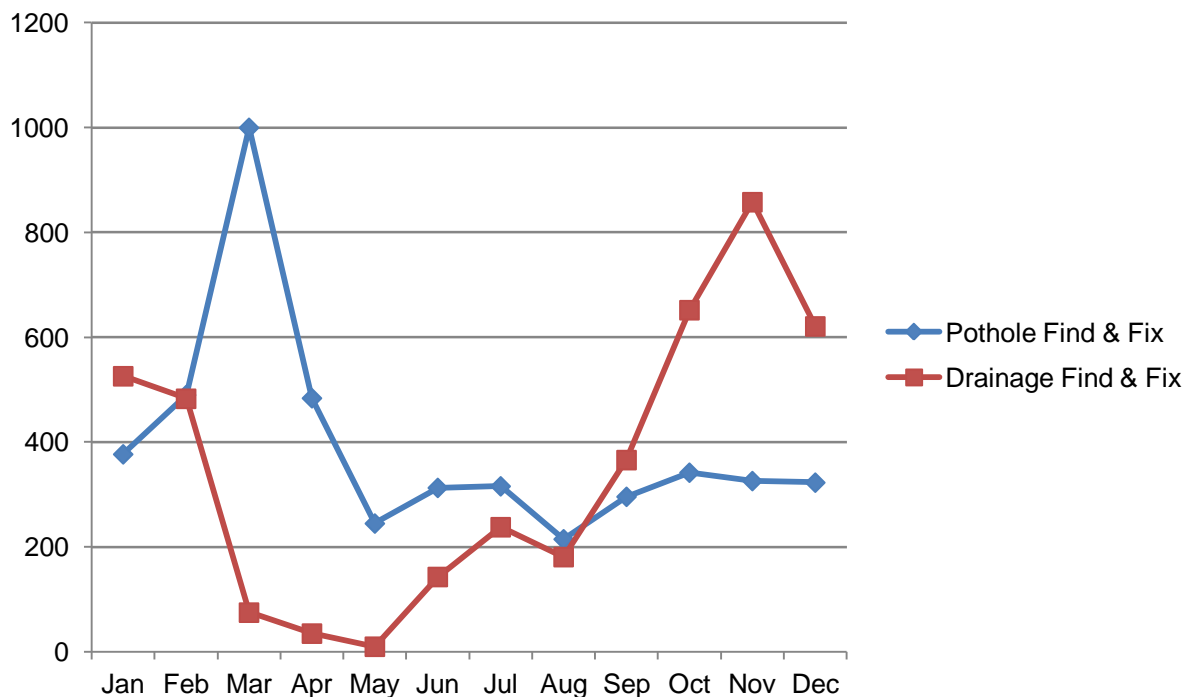
Potholes and highway defects can be reported using the My Wiltshire app, or on the Council's website.

Parish Stewards

The Parish Steward Scheme, which helps to help address the highway priorities of the local communities is provided by the Council's contractor Ringway. The scheme has been a great success and is a well liked and respected service.

As well as the work identified by the town and pariah councils, the Parish Stewards also carry out pothole repairs, address drainage issues and carry out other maintenance work. The type of work varies from month to month depending on requirements.

Parish Steward Work in 2018



In the early months of the year the focus is often on potholes and the need to deal with damaged road surfaces following the winter freeze and thaw damage on the network. In the autumn keeping the drains clear and working is often a priority. In the winter the Parish Stewards are often involved gritting the roads and other winter maintenance operations.

The flexibility that the Parish Stewards bring to routine highway maintenance activities is appreciated, and it offers a cost effective means of dealing with a variety of issues on the highway network.

Other Highway Assets

With an extensive road network and aging infrastructure there is a need to plan for long term renewal of all highway assets as well as the roads. Good progress has been made on reducing the road maintenance backlog in recent years, but further work is still required and other assets, including street lighting, safety fences, road signs, traffic signals and bridges, will need further investment to keep them safe and to avoid unplanned emergency repairs in the future.

Footways

The condition of footways has been a particular concern. A programme of footway renewal schemes was started in 2017/18, but this had to be reduced last year because of budget constraints. The increased budget for 2019/20 is enabling the programme of footway treatment to be continued this year.

Sites for treatment in 2019/20 are currently being assessed.

Drainage

Keeping road drainage operating properly is not only important in order to keep the roads safe for users, but it also helps to prevent damage to the road and its sub-structure. A programme of drainage CCTV surveys is undertaken on the network throughout the year. With the extensive road network in Wiltshire it is taking many years to survey all of the drainage systems, but the Council already has more information than most similar highway authorities.

The drainage pipes can be affected by siltation, tree root damage, ground conditions or public utilities work. Where damage is identified, repairs are programmed and integrated into the programme of road resurfacing and other work.



Underground drainage pipes can be damaged by public utilities works as well as tree roots and silt

Where road drainage pipes are damaged by public utilities the Council seeks to recover the cost of the repair and get the services diverted.

Road Markings

A programme of renewing road markings on the main routes into towns was started two years ago and is continuing in 2019/20 in Royal Wootton Bassett, Devizes,

Cricklade and Westbury. The programme will also address particular sites in other towns in need of treatment for safety reasons.

A programme of rural road markings will also be undertaken to improve markings at rural road junctions. This will concentrate on locations where lines are fading or being worn away and there are increasing safety risks.

Road Signs

A programme of replacing damaged or faded signs started last year. It initially concentrated on the prohibition and safety critical signs. This programme will continue in 2019/20. There are particular problems with posts rusting or being damaged and the programme is intended to address these issues.

Verge Overrun

The rural grass verges can be damaged by large vehicles, or by vehicles leaving the paved surface to pass other vehicles. This is especially a problem during wet weather. A programme of verge repair and hardening has been taking place during 2018, and an expanded programme will take place during 2019/20 to address those sites with the most damage.

Bridges

A programme of bridge repairs and renewal is included in the programme for 2019/20

Area Board	Parish	Road	Bridge Name	Work Description
Bradford on Avon	Staverton & Holt	B3105	Staverton Mill	Masonry Repairs
Bradford on Avon	Bradford on Avon	B3107	Holt Rd Retaining Wall	Masonry Repairs
Chippenham	Chippenham	TS	Saxon Street	Redeck
Chippenham	Chippenham	TS	Wessex	Redeck
Malmesbury	Ashton Keynes	Cox Hill C21	Oatlake	Waterproofing
Malmesbury	Brinkworth	Dead lane C104	Dead Lane	Waterproofing
Marlborough	Chilton Foliat	B4192	Skates Corner	Replace with pipes
Marlborough	Ramsbury	Stone lane U/C	Stone Lane	Masonry Repairs
Pewsey	Manningford	Manor Lane U/C	Sharcott Mill	Redeck
Royal Wootton Bassett	Cricklade	Cirencester Rd C124	Weavers	Waterproofing
South West Wiltshire	Quidhampton & Wilton	A3094	Quidhampton Wylve	Waterproofing
South West Wiltshire	Quidhampton & Wilton	A3094	Quidhampton Nadder	Waterproofing
South West Wiltshire	Barford St Martin	A30	Gall	Waterproofing
South West Wiltshire	West Tisbury	Tisbury Gates Lane U/C	East Hatch	Masonry Repairs
South West Wiltshire	Sedge Hill & Semley	Share Lane U/C	Share	Strengthening Saddle
Southern Wiltshire	Grimstead	Byway	Old Canal	Masonry Repairs
Tidworth	Ludgershall	FP	Tidworth Rd Rail	Repairs and strengthening
Tidworth	Tidworth	Meerut Rd	Oval	Reconstruction
Trowbridge	Trowbridge & Southwick	A361	Whitrow	Waterproofing
Warminster	Heytesbury	Parl Lane U/C	Slaters 2nd	Scour repair, new invert

Other bridges may be added to the list in response to ongoing bridge inspections.

Integrated Transport Schemes 2019/20

Local safety schemes, traffic management measures, cycling walking schemes are developed through the Community Area Transport Groups (CATGs), or in response to particular issues on the network. The main schemes identified to date for next year are listed below:

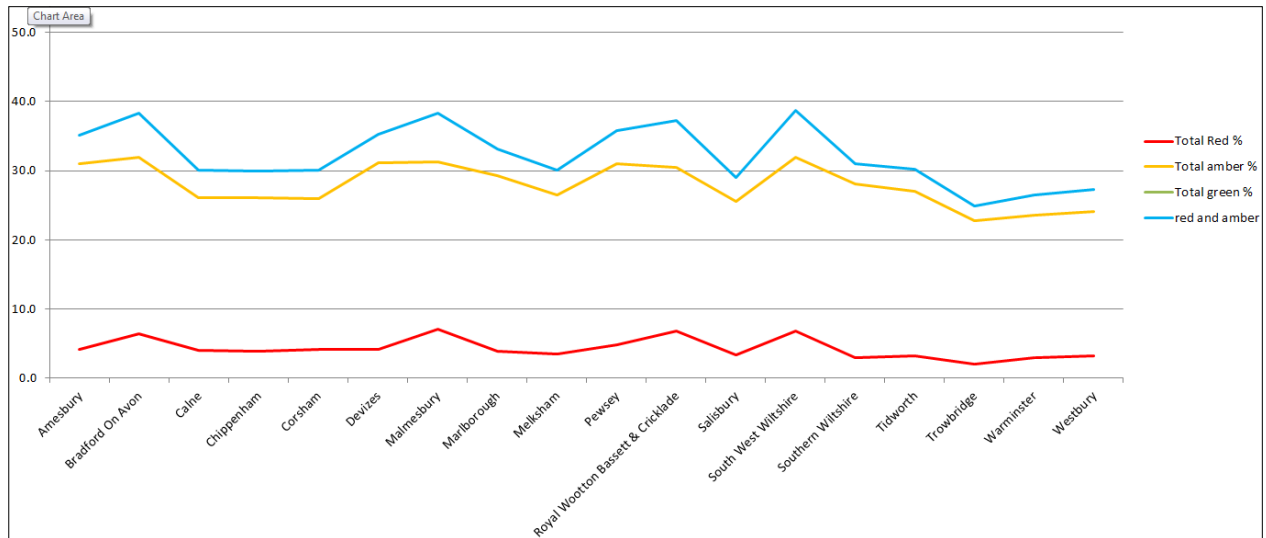
Community Area	Category	Works	Indicative Budget
Bradford on Avon	Substantive CATG	B3108 Winsley Hill at Canal Bridge - Footway	20000
Calne	Developer Contribution	Calne - Abberd Way to Abberd Brook shared use path	40000
Calne	Developer Contribution	Calne - Abberd Lane cycle facilities	30000
Calne	Developer Contribution	Calne - Cycle route across Recreation Ground	30000
Chippenham	Taking Action on School Journeys	Hardenhuish Chippenham - Advisory 20mph and refuge island improvements	21000
Chippenham	Highway Improvements	A350 Plough Crossroads traffic signal replacement and upgrade	300000
Corsham	Local Safety Scheme	A4 Corsham Cross Keys junction - signal replacement and pedestrian upgrade	200000
Corsham	Taking Action on School Journeys	Colerne Primary - Island replacement, kerbing, & footway, Signs & markings	34000
Corsham	Taking Action on School Journeys	Neston Primary - Advisory 20mph, road markings, footway	20000
Corsham	Developer Contribution	Corsham Skynet Drive - Signal control crossing	30000
Marlborough	Developer Contribution	Marlborough Care Home to Tesco - shared use path (provisional)	100000
Pewsey	Substantive CATG	C261 Woodborough - Footway	24000
Pewsey	Substantive CATG	North Newnton Rushall Lane - Footway	63000
RWB and Cricklade	Substantive CATG	A3102 Tockenham - Safety Measures	35500
Southern Wiltshire	Developer Contribution	Salisbury Old Sarum Longhedge cycle links	20000
Tidworth	Substantive CATG	A338 Link Road to Tank Crossing, Tidworth - Footway	32000
Tidworth	Substantive CATG	A338/Brunton Junction, Collingbourne Kingston - junction improvements	14600
Trowbridge	Developer Contribution	Trowbridge County Way Hilperton Rd rbt to West Ashton rd rbt - cyclepath	100000
Trowbridge	Developer Contribution	Trowbridge Moyle Park cyclepath	50000
Trowbridge	Highway Improvements	A361 Trowbridge County Way / Ashton Street - replace existing signal crossing	25000

There will also likely to be a large number of CATG schemes which will be developed during the year, but have not been identified at this stage.

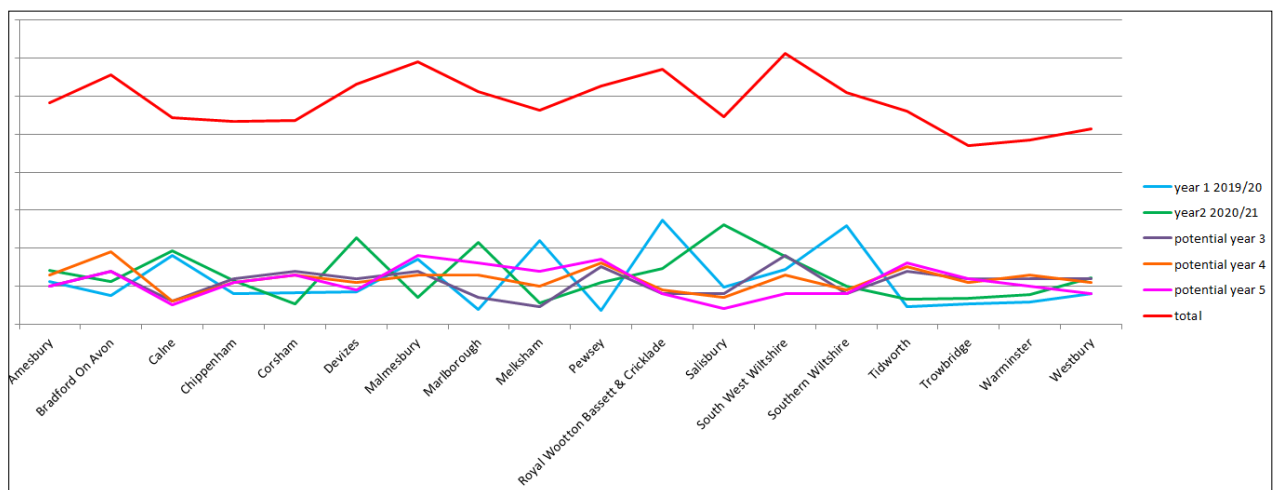
Future Highways Maintenance Investment Proposals

The condition of most of the county's roads is monitored every year using vehicle mounted lasers, and the results of these surveys are reported annually to the DfT. It is proposed to extent these surveys to cover the whole of the network in 2019/20.

The condition of the highway network is monitored according to road type, and on an Area Board basis. The intention is to ultimately achieve consistent road conditions across the network. The current road conditions (showing those in poor or declining condition) for the Area Boards are shown below:



The proposed spending in future years is being developed to address these conditions:



The funding for the maintenance in each Area Board will vary from year to year because of the need to carry out some larger schemes from time to time. Consequently in some years the spend may reduce, and in other years it will be higher. Over the next five year period it is proposed that the overall spend will reflect need based on the road conditions.

Road Surfacing Proposals for 2019/20

A programme of proposed road surfacing has been developed based on the condition survey results and the local engineers' knowledge. The list of sites included as **Appendix 2** of the Area Board reports.

It should be noted that some variations to the proposals may be necessary if circumstances change, particularly as a result of weather damage elsewhere on the network. Some schemes may be delayed if public utilities are carrying out work on the road, as the surfacing will be carried out when that work is completed.

The document also includes an indicative list of the potential sites for treatment in future years. This list is provisional at this stage and is based on anticipated deterioration rates. It will be necessary to review the lists annually to ensure the priority sites are being identified.

Wiltshire Highways Maintenance Bradford on Avon Area Board 2019 - 2023

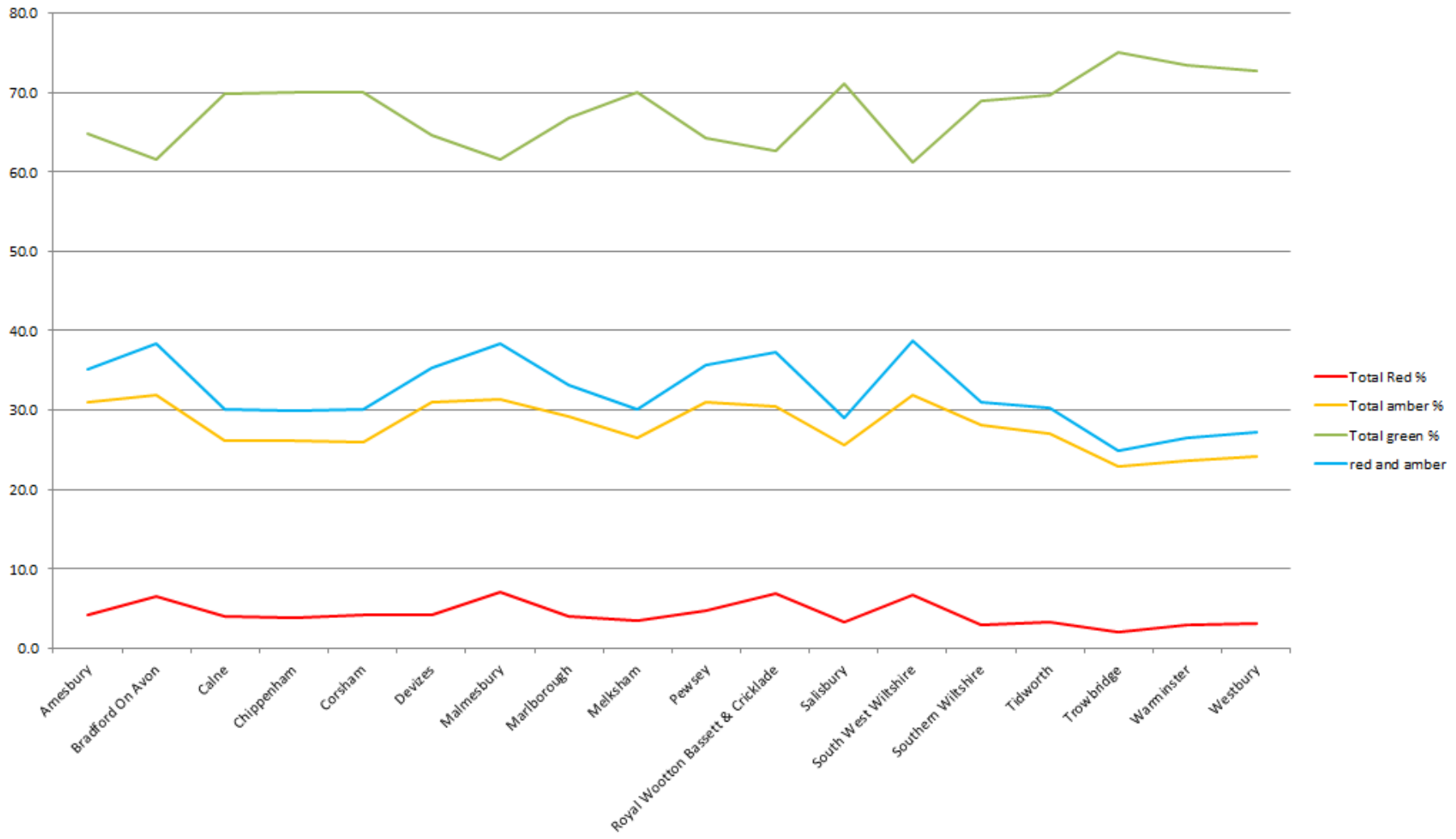


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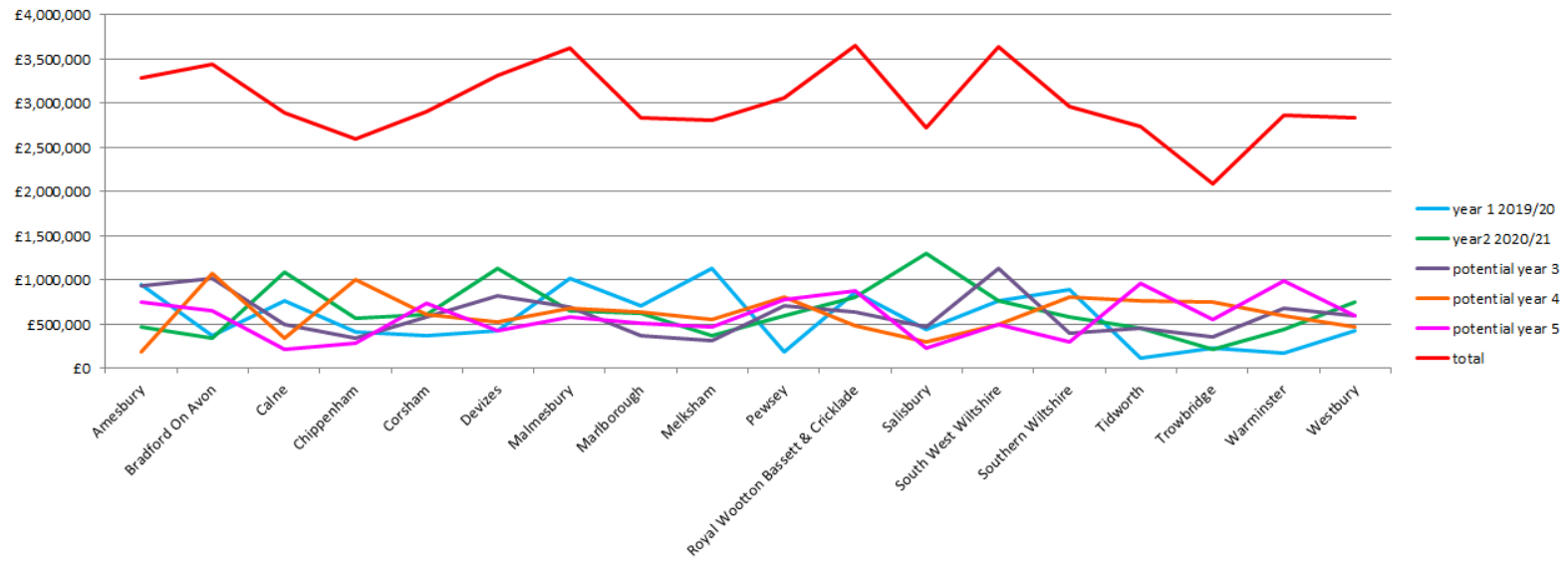
CURRENT CONDITION BY AREA BOARD

TOTAL LENGTH OF THE ADOPTED NETWORK REQUIRING MAINTENANCE

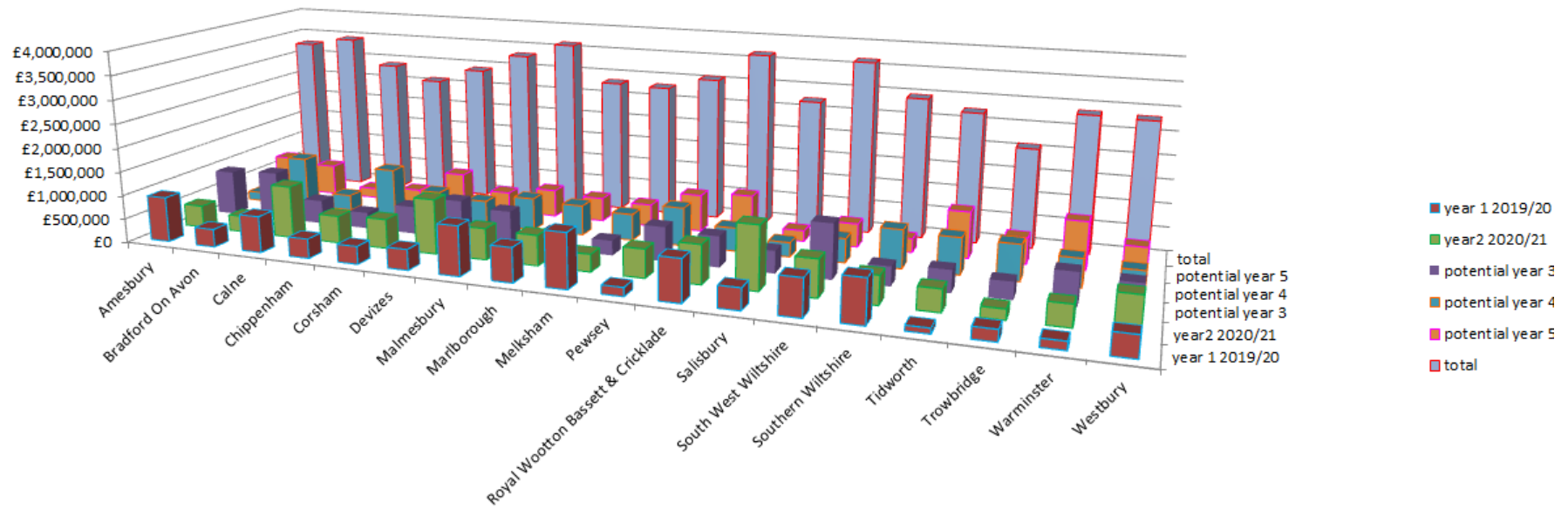
Red = requiring work now Amber = requiring work very soon Blue = total Red and Amber Green = not requiring treatment within the next few years



The budget has been allocated in accordance with the need for maintenance in each area board, spend will vary in each board area where substantial interventions are required.



Spend profile



	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey
year 1 2019/20	£939,854	£372,664	£756,486	£402,841	£369,374	£427,307	£1,021,460	£710,000	£1,121,644	£179,614
year2 2020/21	£464,617	£338,694	£1,092,637	£569,240	£611,695	£1,135,203	£648,794	£626,032	£360,881	£586,336
potential year 3	£936,905	£1,011,484	£497,742	£342,066	£580,406	£812,893	£696,000	£364,490	£307,395	£709,027
potential year 4	£188,128	£1,070,833	£333,492	£1,008,116	£610,000	£516,847	£680,000	£631,845	£553,138	£800,000
potential year 5	£750,000	£650,000	£209,643	£275,850	£740,000	£419,866	£576,628	£503,251	£463,214	£780,000
total	£3,279,504	£3,443,675	£2,890,000	£2,598,113	£2,911,475	£3,312,116	£3,622,882	£2,835,618	£2,806,272	£3,054,977

	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury	total
year 1 2019/20	£865,485	£438,642	£759,052	£888,085	£107,343	£230,865	£166,518	£430,377	£10,187,611
year2 2020/21	£798,401	£1,297,800	£763,473	£576,393	£450,030	£210,600	£439,452	£744,367	£11,714,645
potential year 3	£636,729	£460,925	£1,127,228	£397,967	£455,528	£355,284	£671,490	£591,023	£10,954,582
potential year 4	£487,199	£300,000	£500,168	£800,424	£758,019	£741,906	£587,426	£471,546	£11,039,087
potential year 5	£870,432	£230,716	£490,954	£292,659	£965,347	£544,000	£990,772	£590,000	£10,343,332
total	£3,658,246	£2,728,083	£3,640,875	£2,955,528	£2,736,267	£2,082,655	£2,855,658	£2,827,313	£54,239,257

The current spend profile has been as closely matched to the needs graph some area boards such as Trowbridge have not had their full year 5 commitment, the spend profile and schemes will be reviewed annually.

The following pages detail the schemes that have been considered in the 5year plan,

BRADFORD ON AVON AREA BOARD

Road number	lifecycle number	General description	Description from	Description to	Treatment	Length	Year
B3109	BONA_19_0001	B3109 RUSHEY LANE	C224 THE PLOUGH	FISHING LAKES	SURFACE DRESSING	1000	2019/20
B3107	BONA_19_0002	FOREWOODS COMMON TO MELKSHAM END OF HOLT VILLAGE(PHASED DUE TO FUNDING CONSTRAINTS)	B3105 WEST	30 MPH HOLT EASTERN SIDE	SURFACING	2340	2019/20
UC	BONA_19_0003	JOHN RENNIE CLOSE, BRADFORD ON AVON			MICROASPHALT	124	2019/20
B3109	BONA_19_0004	SD0440 - B3109 FROME ROAD, WINGFIELD	40MPH NORTH WINGFIELD	WINGFIELD XROADS	SURFACE DRESSING	590	2019/20

UC	BONA_20_0001	DEVERELL CLOSE, BRADFORD ON AVON			MICROASPHALT	287	2020/21
B3108	BONA_20_0002	SD0439 - B3108 LOWER STOKE, LIMPLEY STOKE	COUNTY BOUNDARY EAST	C221	SURFACE DRESSING	1200	2020/21
B3109	BONA_20_0003	SD0441 - B3109 FROME ROAD, BRADFORD ON AVON	JOINT AT WINGFIELD CROSSROADS	BRADFORD ON AVON 30MPH	SURFACE DRESSING	2430	2020/21
A363	BONA_20_0004	MASONS LANE	JOINT AT NEWTOWN	MOUNT PLEASANT RBT INC RBT AREA	SURFACING	320	2020/21
UC	BONA_20_0005	PLAIRET CLOSE, BRADFORD ON AVON			MICROASPHALT	311	2020/21

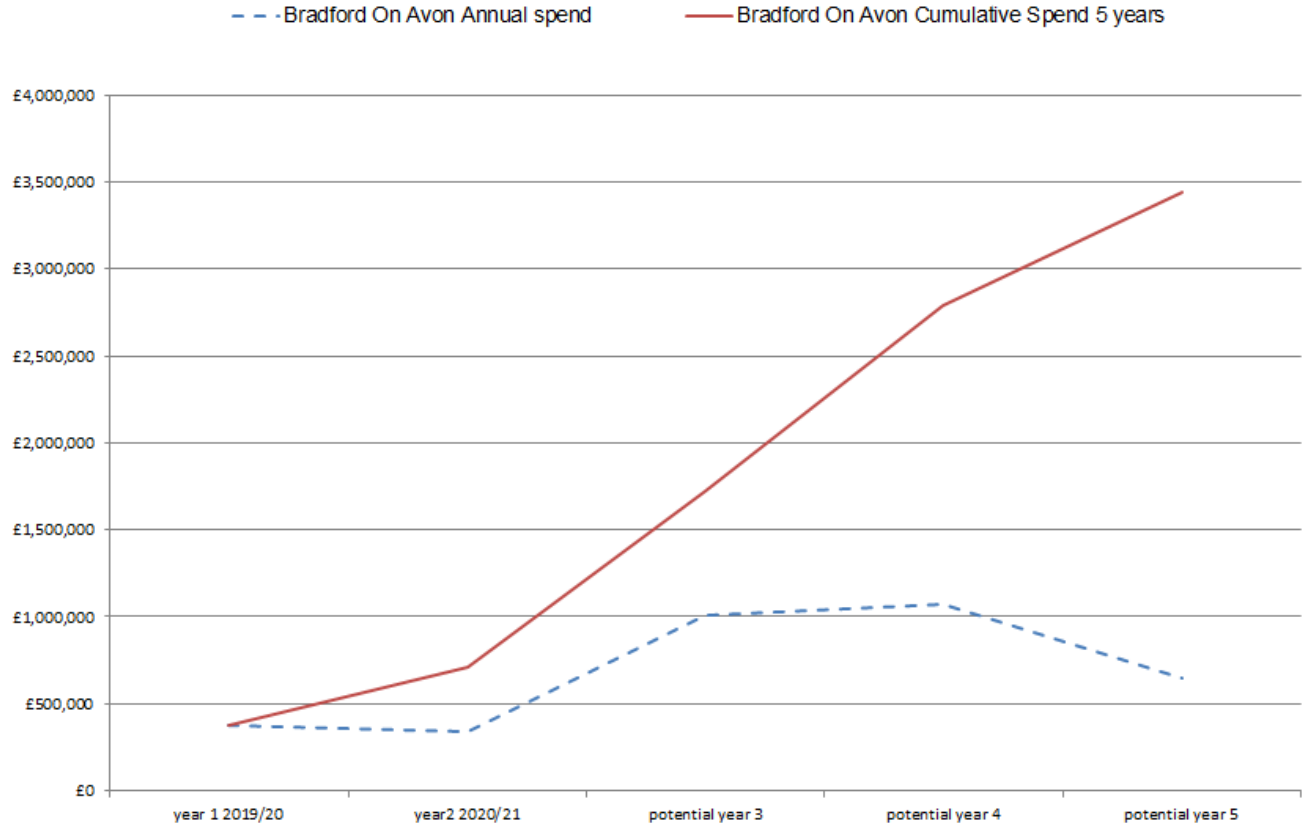
UC	BONA_21_0001	ASHLEY ROAD, BRADFORD ON AVON			REQUIRES REVIEW		2021/22
	BONA_21_0002	BASSETT PASTURES			MICRO		2021/22
	BONA_21_0003	PIPLAR GROUND			MICRO		2021/22
	BONA_21_0004	SOUTHWAY ROAD			MICRO		2021/22
UC	BONA_21_0005	TYNINGS WAY/ BOSWELL ROAD/ LESLIE RISE/ HEBDEN ROAD, WESTWOOD			SURFACING	974	2021/22
	BONA_21_0006	BARN PIECE			MICRO		2021/22

	BONA_21_0007	BEDOE CLOSE			MICRO		2021/22
	BONA_21_0008	FITZMAURICE CLOSE			MICRO		2021/22
	BONA_21_0009	FOLLYFIELD			MICRO		2021/22
B3105	BONA_21_0010	B3105 WOOLLEY GREEN	A363	BRADFORD LEIGH XRDS	REQUIRES REVIEW	880	2021/22

B3108	BONA_22_0001	B3108 WINSLEY HILL			SURFACING	1623	2022/23
C225	BONA_22_0002	CHURCH LANE, FRESHFORD			SURFACING	761	2022/23
	BONA_22_0003	HOBHOUSE CLOSE			MICRO		2022/23
	BONA_22_0004	HORTON CLOSE			MICRO		2022/23
	BONA_22_0005	METHUEN CLOSE			MICRO		2022/23
UC	BONA_22_0006	POULTON, BRADFORD ON AVON			SURFACING	470	2022/23
UC	BONA_22_0007	THE STAR, HOLT			SURFACING	825	2022/23
UC	BONA_22_0008	UPLANDS CLOSE, LIMPLEY STOKE			SURFACE TREATMENT	86	2022/23
B3109	BONA_22_0009	B3109 SOUTH WRAXALL TO 5 WAYS	FISHING LAKES	5WAYS	SURFACE DRESSING	3500	2022/23

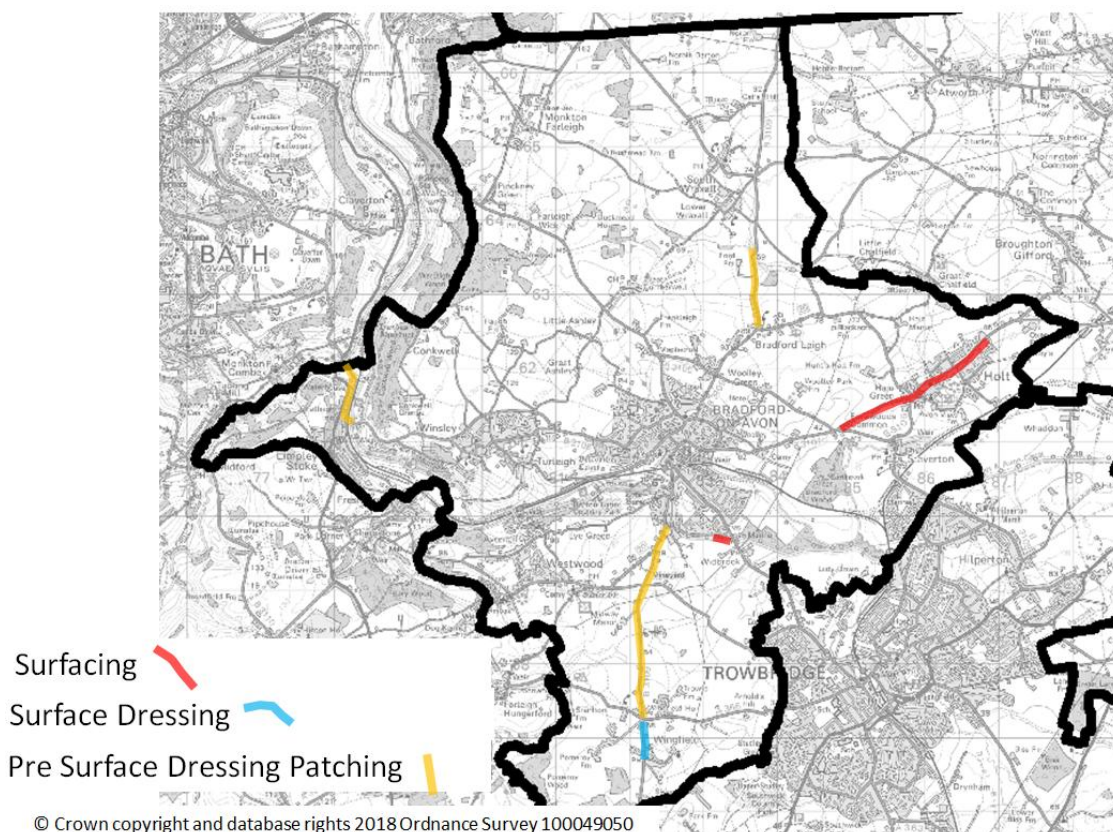
ANY	BONA_23_00XX	SCHEMES CURRENTLY UNDER INVESTIGATION	TO BE AGREED	TO BE AGREED	TO BE AGREED		2023/24
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	Bradford On Avon Annual spend	Bradford On Avon Cumulative Spend 5 years
year 1 2019/20	£372,664	£372,664
year2 2020/21	£338,694	£711,358
potential year 3	£1,011,484	£1,722,842
potential year 4	£1,070,833	£2,793,675
potential year 5	£650,000	£3,443,675
total	£3,443,675	



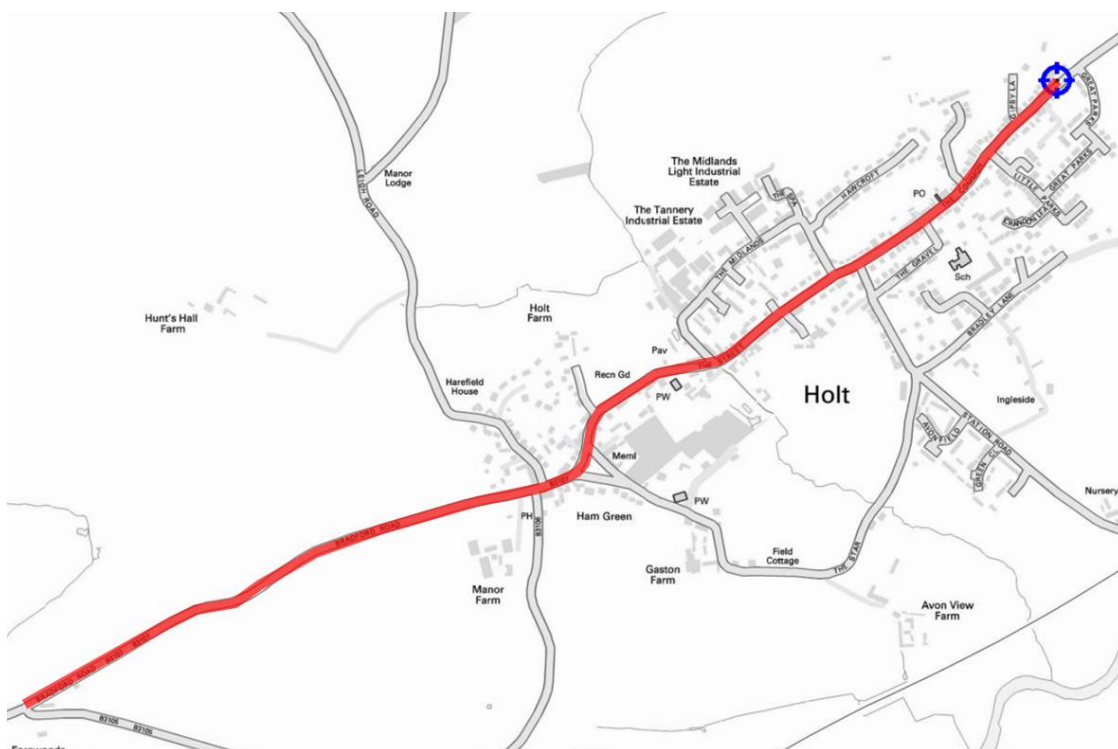
BRADFORD ON AVON AREA BOARD 2019/20

OVERVIEW



FOREWOODS COMMON to Melksham end of Holt Village FROM B3105 WEST TO 30 MPH HOLT EASTERN SIDE

Length 2340m, Surfacing, Works to be phased over 3 years



JOHN RENNIE CLOSE, BRADFORD ON AVON

Length 124m , minor patch Micro



B3109 FROME ROAD (40MPH NORTH TO WINGFIELD XROADS) WINGFIELD

Length 590m, Surface Dressing

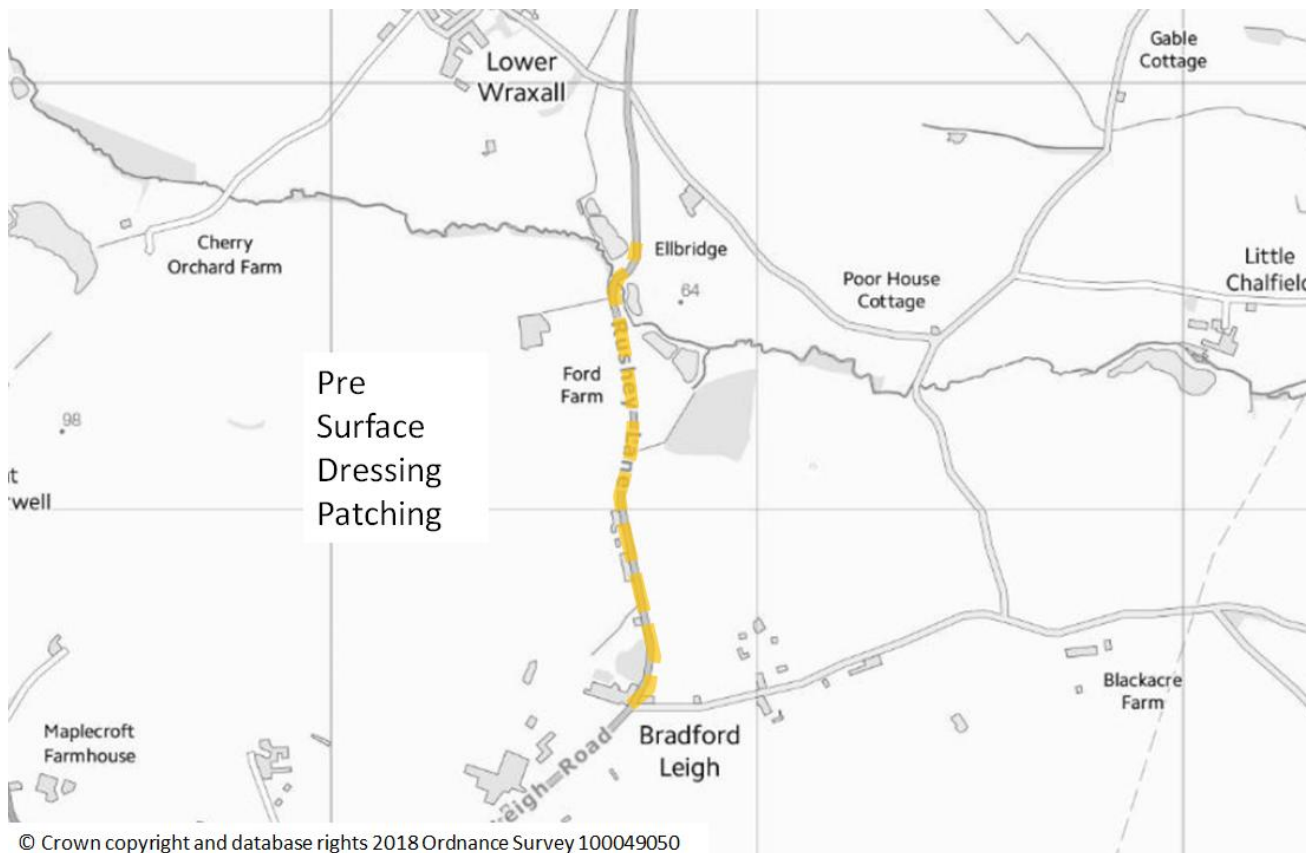


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Bradford on Avon PRE SURFACE DRESSING PATCHING FOR 2020/21 SURFACE DRESSING SITES

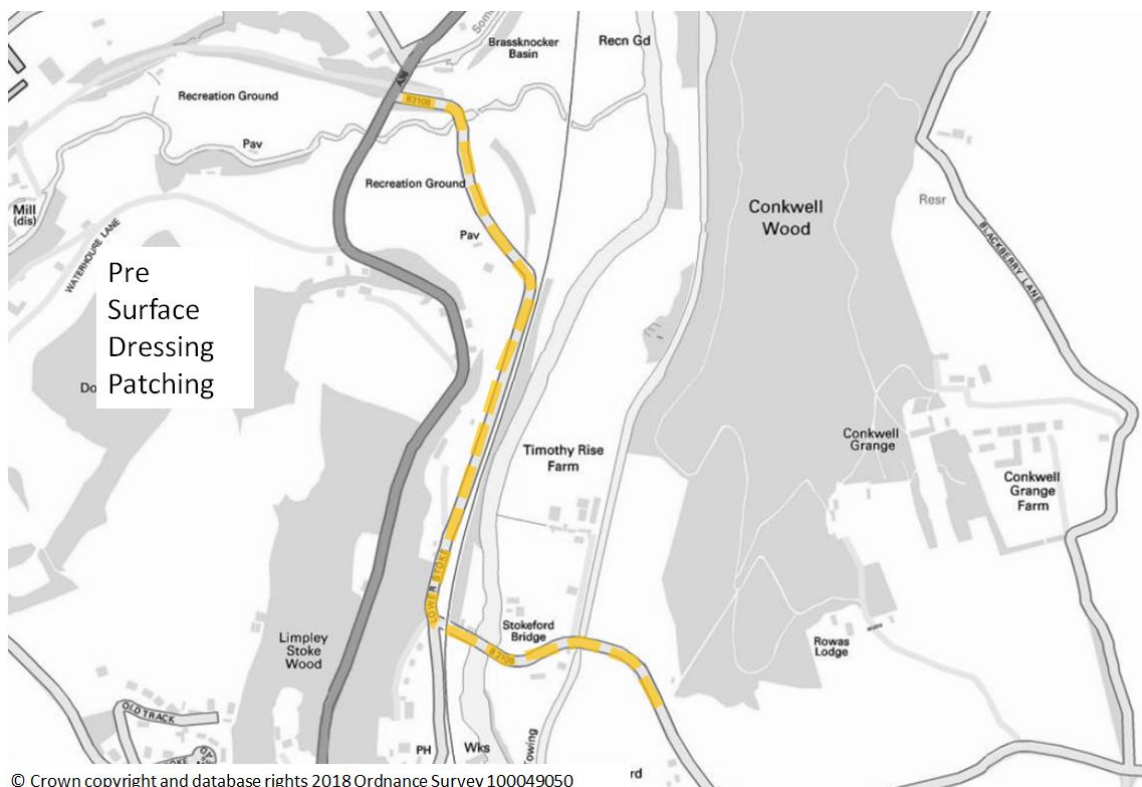
B3109 RUSHEY LANE FROM C224 THE PLOUGH TO FISHING LAKES

Length 1000m, Patching at various locations as required. Significant patching required in wet area



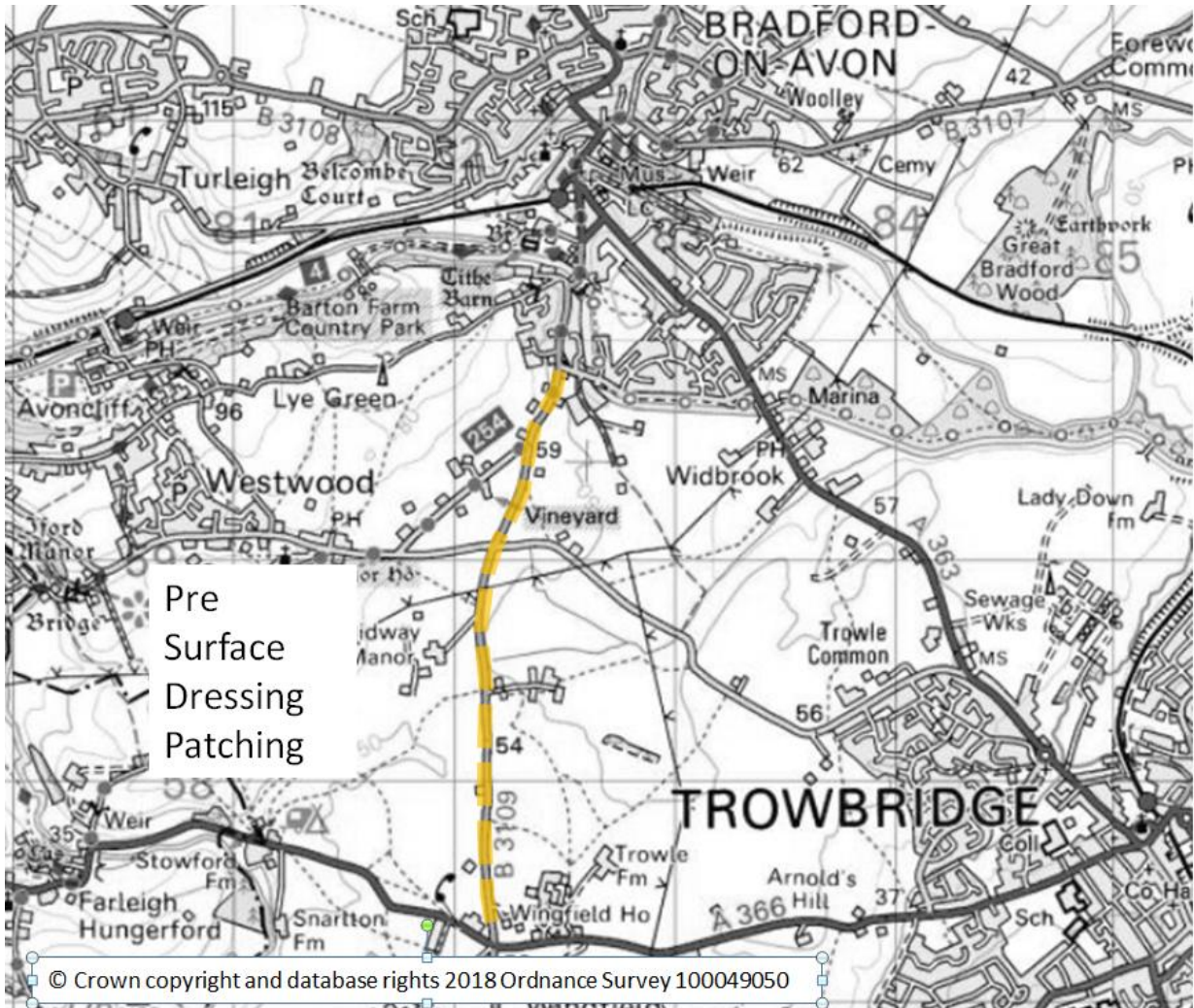
B3108 LOWER STOKE (COUNTY BOUNDARY EAST TO C221) LIMPLEY STOKE

Length 1200m Patching at various locations as required



B3109 BRADFORD / FROME ROAD (JOINT AT WINGFIELD CROSSROADS TO BRADFORD ON AVON 30MPH)

Length 2430m, Patching at various locations as required



Footways (Reconstruction & Slurry Seal) Site List - Melksham & Bradford on Avon Areas

Division	Community	Road N°	Site Name	Est Area of Site (m ²)	USRN N°	Street Atlas Reference	Priority	Type of Treatment	Year Added	Year Completed	Comments made by Area Highway Engineer
Structural work											
Central	Melksham	Linked footway	Ebenezer Chapel Footway Union Street to KGVPF	30	3900F90630/00001		1	Structural Work	2017		Structural stability work to stabilise stream bank.
Maintenance work											
Central	Bradford on Avon	C221	Crowe Hill, Limpley Stoke	500	3900C221 1/00036	Page 99 A6		Recon	2017		
Central	Bradford on Avon	A363	A363 Trowbridge Road, Bradford on Avon. North of St Laurence Rd Junction	120	3900A363 1/00058			Recon	2017		Raise kerb line and reinstate footway to prevent vehicle over run
Central	Bradford on Avon	U/C	Budbury Place, Bradford on Avon from 2 to 10	400	3900826122/00001			Slurry Seal	2017		This site may be suitable for slurry seal treatment.
Central	Bradford on Avon	U/C	Tynning estate, Winsley	6600				Slurry Seal	2017		
Central	Bradford on Avon	U/C	Elms Cross Drive, Southleigh and linked Footway Bradford on Avon	1140	3900826004/00002, 3900825906/00001, 3900F82600/00028	Page 100 C5		Slurry Seal	2017		
Central	Bradford on Avon	U/C	Poulton estate, Bradford on Avon		3900836001/00002	Page 100 D5		Slurry Seal	2017		
Central	Bradford on Avon	U/C	Rickfield	1080	3900816004/00001			Slurry Seal	2018		
Central	Bradford on Avon	U/C	Berryfields Road, Bradford on Avon.	234	3900826104/00001	Page 100 D8		Recon	2009		Old Hosipal to be redeveloped and so improvement work could take place.
Central	Bradford on Avon	U/C	Wine Street Terrace, Bradford on Avon	225	3900F82600/00047	Page 100 C6		Recon	2009		
Central	Bradford on Avon	C230	Belcombe Road, Bradford on Avon from speed limit towards Avonciff	410	3900C230 1/00010	Page 100 B6		Recon	2009		This site could be Grip fibred provided large scale patching is carried out.
Central	Bradford on Avon	linked	Church Street Walk way between Church Street and Barton Orchard		3900F82600/00018			Recon	2018		Restricted access
Central	Bradford on Avon	U/C	Downs Close	920	3900816102/00001			Slurry Seal	2018		

