

# MINUTES

**Meeting:** WESTBURY AREA BOARD  
**Place:** Laverton Hall, Bratton Road, Westbury, BA13 3EN  
**Date:** 13 December 2018  
**Start Time:** 7.00 pm  
**Finish Time:** 9.10 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Russell Hawker, Cllr Gordon King (Vice-Chairman) and Cllr Jerry Wickham

### **Wiltshire Council Officers**

Liam Cripps - Community Engagement Manager  
Stuart Figini – Senior Democratic Services Officer  
Steve Hubbard – Westbury Local Area Coordinator

### **Town and Parish Councillors**

Westbury Town Council – Ian Cunningham

### **Partners**

Wiltshire Police - Insp Andy Fee, Jerry Herbert – Deputy Police and Crime Commissioner  
Wiltshire CCG – Sarah MacLennan and Lucy Baker  
BA13+ Community Area Partnership – Carole King  
POPCAN – Brian Smith, Scott Jacobs Lang, Tina Deveraux  
Shape Up 4 Living – Matt Bearne

**Total in attendance: 16**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>Cllr Gordon King, Vice Chair in the Chair, welcomed everyone to the meeting of the Westbury Area Board.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Cllr David Jenkins - Chairman and Phil McMullen – BA13+ Community Area Partnership.</p>
3.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on 18<sup>th</sup> October 2018, were agreed as a correct record and signed by the Chairman.</b></p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the following written announcement included in the agenda pack:</p> <ul style="list-style-type: none"> <li>• Banning of sky lanterns and balloon releases on Wiltshire Council Land.</li> </ul>
6.	<p><u>Maternity Transformation Project</u></p> <p>The Area Board received a presentation from Sarah McLennan and Lucy Baker, from Wiltshire Clinical Commissioning Group (CCG) about their Transforming Maternity Project. Feedback from service users, together with national guidance such as 'Better Births', had led to the development of proposals for future maternity services across the region.</p> <p>It was noted that the needs of the population were changing, with the average age of a woman giving birth now being 35, with more high risk pregnancies. Many women preferred to give birth at obstetric led units such as the Royal United Hospital and Salisbury District Hospital rather than at Free-standing Midwifery Units.</p> <p>There were 11,200 births in B&amp;NES, Swindon and Wiltshire in 2017/2018. 85%</p>

of these took place at Obstetric Units (65% of these were high risk women), 6% took place at Free-standing Midwifery Units, 7% took place at Alongside Midwifery Units and 2% were home births.

It was stated that the Service had sufficient staff, however it was felt that they could be better deployed to provide an improved service. Often there were staff looking after empty beds which was frustrating for staff and service users. There were several proposals to overcome the issues being faced. These included:

- Continuing to support births in 2, rather than 4 Community hospital units.
- Women would be able to deliver their baby at Chippenham or Frome (detailed analysis was undertaken to support this decision).
- Antenatal and postnatal clinics would continue at Chippenham, Trowbridge, Frome and Paulton.
- Trowbridge and Paulton proposed as pilot sites for our new community hub model of care.
- To create two new Alongside Midwifery Units, one at Salisbury District Hospital and one at Royal United Hospital Bath.
- These would provide more women with the opportunity for midwife-led birth. The two new units would be in addition to the White Horse Alongside Midwifery Unit at Great Western Hospital.
- These alongside units would allow women easy access to an obstetric unit if required, without the need to be ambulated whilst in labour.
- Improving the range of antenatal and postnatal services, eg more breastfeeding support, to women in their own homes, and to develop community hubs to enhance our antenatal and postnatal care.
- Supporting more women to give birth at home if that was their preferred choice.
- Replacing community postnatal beds at Chippenham and Paulton with support closer to, or in women's homes.
- Women who need to be admitted for medical treatment after giving birth would continue to be treated at their local obstetric unit at one of the acute hospitals at Bath, Salisbury or Swindon

The benefits of these proposals were said to include:

- Providing more choice for more women across the area about where and how they are supported before, during and after the birth of their child.
- Making better use of their resources and workforce so they can further improve their antenatal and postnatal and birth services.
- Improving continuity of care for women.
- Enhancing and improving their home birth service.
- Freeing up staff, so they are able to maintain their skills, improve their motivation and provide the services they want to women who need them.

The CCG confirmed that they were not planning on reducing spending on maternity services.

They wanted to hear people's views on maternity services and the proposals suggested. A consultation would be taking place between 12 November and 24 February 2019. Full details and information could be found online at [www.transformingmaternity.org.uk](http://www.transformingmaternity.org.uk).

The CCG responded to a number of questions from the Area Board including:

- There had been no instances of MRSA or Norovirus at the Maternity Unit in the last 5 years, in part to the Unit being separated from the main hospital building, a change in anti-biotic subscribing and more rigorous hospital processes in place.
- Choice of birthing centres at Chippenham, Frome, Salisbury, Swindon or Bath, in addition anti-natal and post-natal care would also be provided at Trowbridge and Paulton.
- The services and support provided by the NCT and pregnant mothers peers.
- Publicity of the CCG proposals through the White Horse News and other local mediums.
- Proposals provided following pregnancy profiling up to 2035. Regular monitoring of the support and services required may would evolve over time, depending on demands.
- Future changes to demand for community led births in Trowbridge and Paulton, could necessitate a further review of services.

The Chairman thanked Sarah McLennan and Lucy Baker, from Wiltshire Clinical Commissioning Group for their presentation.

7. Shape Up 4 Life - Weight Loss Programme

The Area Board received a presentation from Matt Bearne, Weight Management Programmes Officer from Solutions for Health, about their ShapeUp4Life programme.

ShapeUp4Life was a newly commissioned, free, 12 week long weight management programme for Wiltshire residents. The programme aimed to support people to lose weight and keep it off long term by making realistic changes to lifestyle and nutrition; addressing sedentary behaviour and increasing physical activity; and making behaviour changes.

Sessions were composed of 2 parts, a 45 minute long lifestyle workshop, providing participants with the tools they need to make educated changes and live a healthy and active lifestyle long term. The second part of the session was comprised of 45 minutes of physical activity. A different activity was undertaken each week and were taken by qualified instructors who could tailor the activity to people's needs.

	<p>To join the programme a participant must be a Wiltshire resident, over 14 years old and have a BMI of <math>\geq 30 \text{ kg.m}^2</math> or <math>\geq 28 \text{ kg.m}^2</math> with a health condition. Courses were to take place in local venues including gyms, leisure &amp; Community centre's &amp; village halls. The course had good results with 96% of participants losing weight. There was also an online option for those who could not make it to sessions.</p> <p>Mr Bearne responded to a question about the monitoring of participants once the course had been completed. He confirmed that there would be 6 and 12 month follow ups to encourage long term behaviour change.</p> <p>The Chairman thanked Mr Bearne for his presentation.</p>
8.	<p><u>Local Area Coordination</u></p> <p>The Area Board received an update from Steve Hubbard about his role as the new Westbury Local Area Coordinator.</p> <p>Steve explained that the Coordinator role was a new way of working alongside people of all ages living with disabilities, mental health issues, older people and their families/carers to:</p> <ul style="list-style-type: none"> <li>• Build and pursue personal vision for a good life.</li> <li>• Stay strong, safe and connected as contributing citizens.</li> <li>• Find practical, non service solutions to problems wherever possible.</li> <li>• Build more welcoming, inclusive and supportive communities.</li> </ul> <p>There are three levels of support available through Local Area Coordination. These are:</p> <ul style="list-style-type: none"> <li>• Short term support, information, advice and connections that help build individual and family resilience – helping people to stay strong and not need services wherever possible.</li> <li>• Walking alongside people and families who require longer term support to build their vision for a good life, resilience and reduce need for, or dependency on, formal services wherever possible.</li> <li>• Building relationships and partnerships to nurture more welcoming, inclusive and supportive communities.</li> </ul> <p>Steve reported that he was currently working with 7 people and their families since his appointment a few weeks ago. He gave a number of examples of the type of cases he was working on and spoke about his desire to be working with 50 people by the end of next 2019.</p>

	<p>Steve responded to a number of questions and comments, in particular, how people can be introduced to the service provided by the coordinator; the programme being rolled out across Wiltshire and recruitment phase for a further 6 coordinators; and funding for one Coordinator from the Police and Crime Commissioner, which will benefit those who suffer from isolation and loneliness and be part of the prevention agenda.</p> <p>The Chairman thanked Steve Hubbard for his presentation.</p>
9.	<p><u>Community Fridge</u></p> <p>The Area Board received an update from Liam Cripps, Community Engagement Manager (CEM), about the Westbury Community Fridge.</p> <p>The CEM reported that Westbury Town Council had approved setting up a Task and Finish Group in September to work with community partners and businesses to support the development of a Community Fridge in Westbury. It was noted that (i) a venue had been found to locate the fridge, (ii) a requested for six regular volunteers to run the fridge and a couple of the volunteers to co-ordinate the scheme, (iii) the volunteer's tasks, (iv) the induction and training being prepared by the Town Council for January 2019.</p> <p>The Area Board noted that anyone interested in becoming a volunteer should contact Kieran at Westbury Town Council by email – <a href="mailto:Kieran.thornburn@westburytowncouncil.gov.uk">Kieran.thornburn@westburytowncouncil.gov.uk</a> or phone – 01373 822232.</p>
10.	<p><u>Partner and Community Updates</u></p> <p>The Area Board received and noted the following updates from key partners:</p> <p>(a) <b>Wiltshire Police</b> Inspector Andy Fee presented his report which referred to the prevention of crime during the festive season, supporting the recent remembrance event in Westbury, crime exceptions data for Westbury, community policing priorities in the Westbury area and community speedwatch. Insp Fee responded to a number of issues raised at the meeting including, the latest position relating to resources allocated to the Salisbury incident, county lines, the exchange of information and impact on young people in the Westbury area, identifying properties used for drug dealing, the ability of the PCC to increase its precept and how the additional funding could be prioritised.</p> <p>(b) <b>Dorset and Wiltshire Fire &amp; Rescue Service</b> The written report was received and noted.</p> <p>(c) <b>Westbury LYN</b> Liam Cripps, Community Engagement Manager reminded the Area Board that the Local Youth Network had spent it's budget for the current year, and therefore, there was no update report</p>

	<p>and no requests for funding.</p> <p>(d) <b>BA13+ Community Area Partnership</b> The written report was received and noted.</p> <p>Carole King (Chairman of the BA13+ Community Area Partnership) presented the report and highlighted that (i) The Partnership's AGM was held on 1<sup>st</sup> November 2018, (ii) the next Partnership meeting would be held on 27<sup>th</sup> March 2019, (iii) invited the Assistant Police and Crime Commissioner to the next Steering Group; and (iv) a recruitment drive in the spring and summer 2019 for speed watch volunteers. The Partnership would engage with the White Horse News on advertising the recruitment drive.</p> <p>(e) <b>Healthwatch Wiltshire</b> The written report was received and noted.</p> <p>(f) <b>Wiltshire Clinical Commissioning Group (CCG)</b> The Area Board received a presentation from Sarah MccLennan and Lucy Baker, from Wiltshire Clinical Commissioning Group (CCG) and considered their written report. In Particular, Sarah and Lucy highlighted a number of measures including the extension of GP hour which when taken together formed necessary elements that will help ensure Wiltshire's preparedness for the coming winter and relieve pressure on acute hospitals which is always a challenge, nationally. They also responded to questions relating to failure to attend GP appointments and smoking areas at the RUH.</p> <p>(g) <b>Town and Parish Councils</b> There were no updates from Town and Parish Councils.</p>
11.	<p><u>Grant of lease of Westbury Youth Development Centre to Westbury Community Project</u></p> <p>The Area Board considered a report of Liam Cripps, the Community Engagement Manager, who reminded the Area Board that Westbury Community Project CIO was established to address significant local disadvantage in Westbury, particularly in the Oldfield Park area, and to provide a community space for residents to meet, participate in activities and make use of facilities on offer.</p> <p>The Area Board was asked to support the request for a 125 year contracted out lease of the Westbury Youth Development Centre to Westbury Community Project CIO, in order that the various services can be provided at the Centre. It was noted that the proposal supported and implemented the Wiltshire Council's current Community Asset Transfer Policy.</p> <p><b>Resolved: That the request for a 125 year contracted out lease of the Westbury Youth Development Centre to Westbury Community Project CIO</b></p>

	<b>be approved.</b>
12.	<p><u>National Armed Forces Day 2019</u></p> <p>The Area Board received a report and presentation from Liam Cripps, Community Engagement Manager(CEM), about the National Armed Forces Day 2019.</p> <p>The CEM reported that he would be working alongside the Library, Heritage and Arts Team, to deliver three projects that would require community involvement and provide a lasting legacy following the events. The three projects are:</p> <ul style="list-style-type: none"> <li>• Social media photography campaign as part of the event launch;</li> <li>• Community art tapestry project to be displayed at the event in June; and</li> <li>• Human poppy world record attempt at the event in June.</li> </ul> <p>Funding is being requested from all area boards to support each of the three projects. Each area board is being asked to contribute £1,500 towards the projects, as detailed in the report.</p> <p>The Area Board expressed support in principal for funding the event, although were concerned about the level of funding being requested from Westbury. They noted that the Area Board received one of the lowest amount of funding, compared to other Area Boards and that this funding formula should be used for the funding of this event.</p> <p><b>Resolved:</b></p> <ol style="list-style-type: none"> <li><b>1. That the National Armed Forces Day 2019 be supported in principle, subject to the funding issues being considered at a later date.</b></li> <li><b>2. That the Community Engagement Manager be asked to investigate the funding contribution from Westbury Area Board, with the aim that it reflects the funding formula contribution received each financial year.</b></li> </ol>
13.	<p><u>Age UK Event - Update</u></p> <p>The Area Board received an update from Liam Cripps, Community Engagement Manager (CEM), about an Age UK community event arranged for 21<sup>st</sup> January 2019.</p> <p>The CEM reported that Sandie Lewis, the Older Peoples Champion for the Westbury Community Area had received funding from unspent Health &amp; Wellbeing Group budget for 2017/18. The decision was taken under delegated powers by the CEM in order to fund the event and also for the production of a local directory of services. It was noted that the opportunity to assign this funding would have been lost if it had not been allocated at the time.</p>



	<p><b>Resolved: That the Area Board support the grant application by the Health &amp; Wellbeing Group approved under delegated powers, to cover the cost of the older people's event, scheduled for 21<sup>st</sup> January 2019 and the production of a local services directory.</b></p>
14.	<p><u>Community Area Grants</u></p> <p>The Area Board considered one application for the Community Area Grants Scheme funding as detailed in the supplementary agenda pack. The applicant gave a brief statement about the reasons for the grant request.</p> <p><b>Resolved:</b></p> <p><b>That the grant application for Penleigh &amp; Oldfield Park Community Action Network for £5,000 towards the resurface of a 'wobbly' footpath in Penleigh Park Recreation Park be agreed.</b></p>
15.	<p><u>Community Area Transport Group</u></p> <p>There were no recommendations arising from the CATG minutes of the meeting held on 23<sup>rd</sup> November 2018.</p> <p><b>Resolved: To note the CATG minutes of the meeting held on 23<sup>rd</sup> November 2018.</b></p>
16.	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
17.	<p><u>Future Meeting Dates, Forward Plan, Evaluation and Close</u></p> <p>The next meeting of the Westbury Area Board will be held on:</p> <p><b>Thursday 21<sup>st</sup> February 2019 at The Laverton Hall, Westbury BA13 3EN</b></p> <p>Future Meeting Dates</p> <p>Thursday 4<sup>th</sup> April 2019 at The Laverton Hall, Westbury BA13 3EN  Thursday 6<sup>th</sup> June 2019 at The Laverton Hall, Westbury BA13 3EN  Thursday 25<sup>th</sup> July 2019 at The Laverton Hall, Westbury BA13 3EN</p>