

AGENDA

Meeting: Devizes Area Board
Place: Devizes Hub and Library, Sheep Street, Devizes
Date: Monday 9 September 2019
Time: 6.30 pm

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

Please direct any enquiries on this Agenda to Tara Shannon Democratic Services Officer, direct line 01225 718352 or email tara.shannon@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.

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 6:00pm

Wiltshire Council recently passed the Climate Change Emergency Bill. In order to try to reduce landfill waste, please try to bring your own reusable cups for refreshments. However, 100% recyclable cups will be available.

Wiltshire Councillors

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

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To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

	Time
<p>1 Election of Chair for 2019/2020 <i>(Pages 1 - 2)</i></p> <p>To elect a new Chair for 2019/2020.</p>	6.30pm
<p>2 Election of Vice Chair for 2019/2020</p> <p>To elect a Vice-Chair for 2019/2020.</p>	
<p>3 Welcome</p> <p>To welcome those present to the meeting.</p>	6.35pm
<p>4 Apologies for Absence</p> <p>To receive any apologies for absence.</p>	
<p>5 Minutes <i>(Pages 3 - 14)</i></p> <p>To approve and sign as a correct record the minutes of the meeting held on 15 July 2019.</p>	
<p>6 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>7 Chairman's Announcements <i>(Pages 15 - 20)</i></p> <p>To receive the following announcements through the Chairman (written briefing notes are available in the full agenda pack, or online):</p> <ul style="list-style-type: none"> • How Dementia Friendly is Wiltshire A report is available detailing what people living with dementia and their carers value most about dementia friendly initiatives, it can be accessed via this link: https://www.healthwatchwiltshire.co.uk/report/2019-07-24/how-dementia-friendly-wiltshire. • Consultation on Proposal to Increase Downland School Capacity Wiltshire Council is proposing to increase the number of places at Downland School from 69 places to 90 from September 2019. Downland is a special school, situated on the southern edge of Devizes, that supports the needs of children and young people who have an Education Health and Care Plan (EHCP) identified to support their Social, Emotional and Mental Health needs. A consultation on the proposal is now open and will run until 	6.40pm

21 September 2019. Please email SpecialSchools@wiltshire.gov.uk to comment.

- **Special School Provision Consultation**
Wiltshire Council is consulting on its proposals for Special Schools in North Wiltshire, see the agenda report for more details. The Consultation will close on Monday 30 September 2019. Please email SpecialSchools@wiltshire.gov.uk to comment.
- **The Great West Way**
The Great West Way (<https://www.greatwestway.co.uk/>) is a new 125-mile touring route between London and Bristol based on ancient routes, roaming through idyllic countryside, quaint villages and elegant towns. Devizes, which is on the route, is getting great publicity! See <https://www.loveexploring.com/guides/86980/great-west-way-top-things-to-do-where-to-stay-and-what-to-eat>.
- **National Citizens Service**
NCS is a life-changing programme open to all teenagers aged 15-17 to discover who they are and what they can do. In Devizes youngsters have been working with Open Doors learning about the issues surrounding homelessness. The Area Board would like to encourage other local charities to work with the NCS. https://www.ncsyes.co.uk/what-is-ncs?gclid=EAlalQobChMI1Mf3-JKo5AIVBrDtCh1LCwOSEAAAYASABEgLF8PD_BwE&gclsrc=aw.ds
- **CATG, Air Quality and LYN**
There are no agenda items for CATG, Air Quality and the LYN for this meeting as these groups have not met since the last Area Board meeting.
- **Careers Day**
The Devizes Area Board are arranging a Careers Day on Wednesday 2 October 2019.

8 **Partner Updates** (Pages 21 - 42)

6.50pm

To receive updates from the following partners:

- Wiltshire Police
- Fire and Rescue Service
- Health Services
- Schools updates
- Town and Parish Councils
- Lucy Heasman – Making Devizes Makaton Friendly

9	<p>Appointments to Outside Bodies and Working Groups 2019/2020 (<i>Pages 43 - 66</i>)</p> <p>To consider the Area Board representatives to Outside Bodies and Memberships of Working Groups as detailed in the attached reports.</p> <p>To appoint representatives to the following Outside Bodies for 2019/2020 (as set out at Appendix A):</p> <ul style="list-style-type: none"> • Devizes and District Association for the Disabled Executive Committee • Devizes Air Quality and Transport Strategy Working Group • Devizes Development Partnership • Devizes Leisure Centre Group • Devizes Local Youth Network <p>To appoint representatives to the following Working Groups for 2019/2020 (as set out at Appendix B):</p> <ul style="list-style-type: none"> • Community Area Transport Group • LYN Management Group • Devizes Community Area Health and Wellbeing Group • Air Quality and Transport Strategy Working Group <p>To appoint a Chairman to the Health and Wellbeing Group (currently Cliff Evans).</p> <p>To note the terms of reference for the Working Group(s) as set out in Appendix C.</p>	7.10pm
10	<p>Online Safety</p> <p>To receive a presentation on Online Safety from Alan Brown and Jennie Shaw from the Wiltshire Bobby Van.</p>	7.20pm
11	<p>Friends Against Scams</p> <p>To receive a Friends Against Scams awareness session from Tom Hutchinson from Wiltshire Councils Trading Standards.</p>	7.30pm
12	<p>Open Floor</p> <p>Residents are invited to ask questions of their local councillors.</p>	7.45pm
13	<p>Health and Wellbeing Group</p> <p>To receive an update on the Devizes Health and Wellbeing Group and consider any applications for Health and Wellbeing funding.</p>	7.55pm

14	Community Engagement Manager Update	8.05pm
	To receive any updates from Andrew Jack, Community Engagement Manager.	
15	Area Board Funding (<i>Pages 67 - 72</i>)	8.15pm
	To consider the following applications to the Community Area Grants Scheme:	
	<ul style="list-style-type: none"> • Member's Initiative – Cllr Simon Jacobs, £125.00 for New No Cold Calling Zone signage for Devizes • Devizes and Roundway In Bloom CUDS, £500.00 towards Clean Up Devizes - continued activities • Bromham Social Centre, £2000.00 towards Bromham Social Centre Kitchen Upgrade • Wharf Theatre, £5,000.00 towards Wharf Theatre Technical Upgrades • Kennet & Avon Canal Trust (Devizes Branch), £500.00 towards Promotional equipment for Devizes Branch KA Canal Trust • Great Cheverell New Pavilion Trust, £2,000.00 towards Great Cheverell Pavilion Hearing Loop • South Western Ambulance Charity, £1,600.42 towards Lifting Chair for Devizes Community First Responder group 	
16	Urgent items	
	Any other items of business which the Chairman agrees to consider as a matter of urgency.	
17	Close	8.35pm
	The next ordinary meeting of the Area Board will be held on 18 November 2019 at Devizes School at 6.30pm.	

Extract from Part 3 of the Constitution: Appointment of Chairmen and Vice-Chairmen of Area Boards

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

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

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

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

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

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

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

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

MINUTES

Meeting: DEVIZES AREA BOARD
Place: The Shambles, Devizes, SN10 1DP
Date: 15 July 2019
Start Time: 6.30 pm
Finish Time: 8.10 pm

Please direct any enquiries on these minutes to:

Tara Shannon (Democratic Services Officer), on 01225 718352 or tara.shannon@wiltshire.gov.uk.

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

In Attendance:

Wiltshire Councillors

Cllr Peter Evans, Cllr Sue Evans, Cllr Richard Gamble and Cllr Philip Whitehead (Chairman for the meeting).

Cllr Chris Williams was also in attendance.

Wiltshire Council Officers

Tara Shannon (Democratic Services Officer), Andrew Jack (Community Engagement Manager), Adrian Hampton (Head of Service Local Highways, Streetscene, Parking Services and Winter/Weather & Emergencies), Bill Parks (Head of Service Local Highways, Streetscene, Parking Services and Winter/Weather & Emergencies) and Dominic Argar (Technical Support Officer).

Town and Parish Councillors

Devizes Town
Rowde

Partners

Wiltshire Police
Wiltshire Fire and Rescue Service

Total in attendance: 47

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
48	<p><u>Election of Chair for the meeting</u></p> <p>Cllr Richard Gamble, seconded by Cllr Peter Evans, moved that Cllr Philip Whitehead be elected as Chairman for the meeting.</p> <p>There being no other nominations, it was:</p> <p><u>Resolved:</u></p> <p>To elect Cllr Philip Whitehead as the Chairman for the meeting.</p> <p>Cllr Whitehead then took the Chair.</p>
49	<p><u>Election of a Vice Chair for the meeting</u></p> <p>As the Board would be electing a Chair and Vice-Chair for the rest 2019/2020 at the next area board meeting in September and the temporary Chair for the meeting had been elected, the board did not elect a Vice-Chair for the meeting.</p>
50	<p><u>Welcome</u></p> <p>The Chairman, Cllr Philip Whitehead, welcomed everyone present to the meeting.</p>
51	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Cllr Simon Jacobs • Cllr Laura Mayes • Acting Inspector Peter Foster, Wiltshire Police • Phil Bevans, Headteacher, Devizes School • Sarah Lowkis, Headteacher, Lavington School • Cllr Anna Cuthbert
52	<p><u>Minutes</u></p> <p><u>Resolved:</u></p> <p>The minutes of the meeting held on 13 May 2019 were agreed as a correct record and signed by the Chairman, with one amendment to minute</p>

	number 41, the CATG update, correcting the spelling of Cane Hill.
53	<p><u>Declarations of Interest</u></p> <p>Cllr Philip Whitehead, declared an interest in agenda item 18, the Urchfont Cricket Club grant application, as he was a member of the club. Cllr Whitehead stated that he would not take part in the debate or vote on the item.</p>
54	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <ul style="list-style-type: none"> • Highways Improvements and Traffic Survey Requests Wiltshire Council was changing the way highway improvements and traffic surveys are requested by members of the public and through Town and Parish Councils. The current process required updating to improve the customer experience and to reduce the steps involved. The proposed new system will foster a closer working relationship with town and parish councils, whilst providing a better and more informed experience for members of the public. The Chairman directed people to the agenda report for more details. • Winter Weather Provisions Wiltshire Council would once again be running the Parish Emergency Assistance Scheme (PEAS) which would give Town and Parish Councils the opportunity to get hold of vital kit which could be used during adverse weather events. The application form was now available from weather.team@wiltshire.gov.uk. Requests for equipment should be made by the end of August 2019.
55	<p><u>Partner Updates</u></p> <p>Written updates were available in the agenda pack and supplements from Wiltshire Police, Dorset & Wiltshire Fire Service, Healthwatch Wiltshire and the Wiltshire Clinical Commissioning Group.</p> <p>In addition to the written updates, the following verbal updates were given by the partners present:</p> <ul style="list-style-type: none"> • Wiltshire Police PC Emily Grigor, had attended on behalf of PC Beth Butwell and acting Inspector Pete Foster. The PC referred the meeting to the written update in agenda supplement 1 and offered to take any questions. Cllr Richard Gamble complimented the police on their new style of report. Cllr Sue Evans reported that residents who live near Station Road car park were very concerned about noise and anti-social behaviour taking

	<p>place there in the evenings. Emily advised that she would report it to the local team and advised residents to report issues like this to the police. Cllr Sue Evans also asked about the recent fire that had taken place in Waiblingen Way. Emily stated that the suspect has been arrested and had been released under investigation.</p> <ul style="list-style-type: none"> • Dorset and Wiltshire Fire and Rescue Service Station Manager Phil People introduced himself to the meeting as he had recently taken over from the former Station Manager Andy Green. He stated that there was some useful generic information for the time of year in the agenda report, for example on safe barbeques and heath fires. The statistics for Devizes had been looking good, however, there had been a spate of incidents in the last week, with several fires at Waiblingen Way, in which no one had been hurt. There was also a residential fire where a lady had been overcome by smoke. The Devizes Fire Crews responded quickly and were able to rescue and resuscitate the lady. It was thought that the residential fire had been caused by an unextinguished cigarette. If anyone had any concerns regarding fire risks they could contact the fire service for a safe and well visit, information could be found on the DWFRS website. • Schools Update The head teachers of both Devizes School and Lavington School had sent their apologies. Cllr Richard Gamble stated that a pupil from Lavington had recently swum the channel for charity, which was a wonderful achievement, it was a shame the meeting could not hear more about it. It was hoped we may get an update at the next meeting. The Chairman announced that Dauntsey School would also be attending the area board meeting in September to do a presentation. • Town and Parish Councils There were no updates other than the update from Devizes Town Council on the Market Place.
56	<p><u>Appointments to Outside Bodies and Working Groups</u></p> <p>The board noted that the Area Board representatives of Outside Bodies and Memberships of Working Groups as detailed in the agenda reports would stay the same until new representatives for the rest of 2019/2020 were appointed at the September Area Board.</p> <p>The board also noted that the Chairman to the Health and Wellbeing Group (Cliff Evans) would stay the same until the September Area Board when a representative for the rest of 2019/2020 would be appointed.</p>

Highways Update

Bill Parks and Adrian Hampton, the Service Heads for Local Highways, Streetscene, Parking Services and Winter/Weather & Emergencies gave a presentation to the meeting at the invitation of the Chairman.

In order to know where to undertake maintenance all Wiltshire roads were surveyed using high speed monitors attached to land rovers. Surveys on A and B roads were undertaken every year with lesser roads being surveyed every 4 years. From these surveys the roads were rated red, amber or green depending on their condition. For the Devizes area 35.3% of the road network was indicated as red or amber, meaning that these roads would need maintenance now or in the near future.

An additional £8 million had been provided to the Highways Service, which would be used to support towns and villages across the county to deliver considerable improvements. £7.3 million of this was provided by the Department for Transport and the remainder was from increased Council revenue funds.

This meant that circa £17million would now be spent on capital highway schemes. Including £500k on local highways (after contract increases and other financial challenges).

There was a 12-month programme to deliver improvements to local highway maintenance including repair of potholes, improved white lining, weed removal, kerb and pavement improvements, ditching, verges and improved road signage.

Details were given of proposed schemes for 2019/2020.

Funding on all types of operations was to increase, with nearly £20 million to be spent on big resurfacing schemes. Pothole repair funding was being increased by £500,000 from £0 and Pothole patching was increasing by £400,000. Further details could be found at <http://www.wiltshire.gov.uk/highways-asset-management>.

Wiltshire Council had again increased spending on Highway and Streetscene activities in 2019/20. They were reliant on Central Government funding. Approximately £700K was going to be cut from budget. However Wiltshire Council had replaced that funding and given extra meaning that Wiltshire Council was contributing around £1.4 million. This was good news for Streetscene.

Sparkle gangs and Sparkle Days had been introduced, as part of the Clean Up Wiltshire initiative and involved extra cleaning in an area. Towns would receive 4 Sparkle Days every quarter, where a special team – the Sparkle Gang, would come to undertake activities such as; road and path sweeping; sign washing; tidying shrubs and weed spraying. The next days in Devizes would be July 29, 30, 31, and Aug 1.

The meeting was advised to contact the Town Council, who were working in partnership with Streetscene colleagues, if they would like to request an area to be cleaned.

There had also been a major clean-up of town centres following a nearly £90,000 award from the government High Streets Community Clean-Up Fund. The funding, was used to purchase equipment for community groups with supporting services such as waste collection.

The funding gave local authorities an opportunity to do more, encourage communities to take greater pride in their local area and support campaigns such as the Keep Britain Tidy's Great British Spring Clean campaign and the National High Street Perfect Day, which was a new community-led clean-up day to help make high streets look their very best. Last year Wiltshire Council spent £2.5 million on litter collections. The volume of litter collected increases every year and the Council have to pick it up by statute. So it was very costly to the Council.

In response to a question from the audience Cllr Philip Whitehead stated that Wiltshire Council was investigating using other materials, such as recycled plastics, for resurfacing and filling pot holes. However, the technology was in it's infancy. A trial plant in Swindon was looking at using plastics in a road resurfacing system but unfortunately only 3kg of plastic was used per tonne of material. One worry about these systems was that the plastic used would eventually break down into tiny micro plastic particles which could then get washed into river systems and enter the ecosystem. At the moment it was felt that none of the systems had undergone enough trials, or could be scaled up easily. The Council would keep looking into this and would adopt anything that was proven to work. Adrian Hampton stated that the Council were using a new fast patch machine that re-used dug up road surfaces, melting them down and resurfacing the area with them.

In response to a question regarding whether the Council collect litter on smaller roads Adrian Hampton stated that they do. However, due to budget constraints there was a limit to what they could do and therefore they were really grateful for the help of parishes and communities.

Regarding the clearing of gullies, Mr Hampton stated that approximately 20% of Wiltshire's gullies were blocked, which equated to around 18,000 gullies. Therefore they had to prioritise blocked gullies which were causing road safety issues. The meeting was encouraged to report blocked gullies, but advised that this would result in an inspection to see if the gully was causing a safety issue. If it was not causing a road safety issue the gully would be left.

Regarding the cutting of verges it was stated that verges were cut for safety, visibility for signage, ease of access and also to help prevent Ragwort. Wiltshire Council cuts verges once a year (unless there is a safety issue), this takes place

	<p>at the same time each year and it takes 6 weeks to cover the whole of Wiltshire. They were to start trialling wildflower verges, however these need a cut and collect 3 times a year.</p> <p>A member of the audience stated that they were pleased that Wiltshire Council had started giving people without electric cars, who parked in Electric Vehicle parking bays, penalty tickets. It was confirmed that we do enforce on this.</p> <p>In response to a question regarding overgrown hedges encroaching on footways, Mr Hampton stated that it was often the landowners responsibility to cut their hedges back. If the hedge was on private land then Wiltshire Council would be unable to cut them back. However, they could write to the land owner requesting that the hedges be cut back.</p> <p>A question was asked regarding climate change issues, speculating that it may be better to spend some of the millions spent on litter collections on education with schools try to reduce issues in the future. In response it was stated that funding was allocated for awareness campaigns and partnership working with schools.</p> <p>The Chairman thanked Mr Hampton and Mr Parks.</p>
58	<p><u>Update from Devizes Town Council on The Market Place and the Shambles</u></p> <p>Simon Fisher, Clerk, Devizes Town Council gave an update to the meeting on the Devizes Market Place under the Partner Updates agenda item.</p> <p>A second consultation on the plans for Devizes Market Place had just started. A video and further details were available on the Devizes Town Council website at: https://www.devizes-tc.gov.uk/marketplace/185-market-place-plans. People could vote on their preferred option on the website and the meeting was encouraged to take part.</p> <p>The car parking charges in the Market Place would be implemented on 1 August 2019.</p>
59	<p><u>Open Floor</u></p> <p>There were several questions from the audience regarding the parking charges in the Market Place.</p> <p>Cllr Whitehead explained that parking charges in the Market Place came in on 1 October 2017. However, these were then suspended. Now that the Market Place had been handed over to Devizes Town Council the charges would be implemented on 1 August 2019. Parking in the Market Place would be cashless, so people would need to use their mobile phone to pay for parking. There were cash car parks close by, so people could choose whether they wanted to go to a cashless car park or a cash car park. Cashless car parks would save Wiltshire</p>

	<p>Council money, as collecting cash from car parks costs the Council approximately £500,000 a year.</p> <p>In response to a question asking how cashless car parks were monitored, it was explained that they were monitored in much the same way as cash car parks. When paying at a cashless car park the user enters their registration number. Car parking wardens have access to this live data, so they can see if a person has paid for their parking.</p> <p>The Devizes Town Mayor, Cllr Judy Rose, expressed concerns regarding cashless payments in the Market Place. These included that there people who may not have a mobile phone, or may not be confident technologically, who would be unable to use the system, amounting to discrimination. This might also result in a reduction in visitor numbers and people using the car park.</p> <p>Cllr Whitehead responded that in order to give an option to pay by cash, then cash car parks would be maintained close by. There was a balance to be struck between giving people the option to pay by cash and the savings that could be gained by implementing some cashless car parks.</p>
60	<p><u>Community Area Transport Group (CATG)</u></p> <p>Cllr Philip Whitehead referred the meeting to the CATG minutes published with the agenda and invited questions.</p> <p>Cllr Richard Gamble queried the date of the next CATG meeting – 5 November 2019, as this seemed a very long time between meetings. Cllr Whitehead confirmed that although the date was correct, they were trying to reduce the number of meetings. Cllr Whitehead would monitor the situation.</p>
61	<p><u>Air Quality</u></p> <p>Cllr Peter Evans referred the meeting to the Air Quality and Transport Strategy Minutes in the agenda.</p> <p>Air quality had improved in the Shane’s Castle area, however air quality at Brewery Corner and New Park Street remained ‘red’, which was of concern to the group. Monitoring would continue.</p> <p>Unfortunately there had been no progress with the request to the Police Headquarters on Windsor Drive to plant trees in and around their land.</p> <p>In response to a question from the audience regarding which streets and lanes in Devizes have the worst air quality, it was stated that only the roads through the town centre were monitored. Of these there were concerns regarding Bath Road and Roses Corner.</p>

62	<p><u>Local Youth Network</u></p> <p>Andrew Jack, Community Engagement Manager gave a brief update. The Local Youth Network had not met in a while, however he had met with representatives of youth groups to try to get the LYN up and running again. Their remit would be to assess grants, to map and gap youth services in the Devizes Area and to link groups up. They would also look at ways to engage with youths that may be more effective than attending monthly meetings. Further updates would be provided at future meetings.</p> <p><u>Resolved:</u></p> <p>The Board noted the application for youth grant funding which had already been awarded under delegated powers from:</p> <ul style="list-style-type: none"> • St James Church Devizes, £800.00, towards their Going Up - Growing Up - Making the transition project. REASON: The grant was awarded under delegated powers due to the time constraints of the project.
63	<p><u>Health and Wellbeing Group</u></p> <p>Cliff Evans, Chairman of the Health and Wellbeing Group gave an update to the meeting. The second Devizes Health and Wellbeing day had been held on Saturday 15 June 2019 and had been a success. 59 organisations/providers attended the day and good feedback had been received. Unfortunately it had rained on the day, so footfall from the general public was lower than hoped. The group were considering the possibility of adding a crowd puller, such as some live music, for the next Health and Wellbeing day.</p> <p>The Devizes Silver Screen Club was back, with various dates lined up at St James Church. Entry would be free, although donations were welcome. The next date was 4 August when Groundhog Day would be shown. After that on 22 September, Four Weddings and a Funeral would be showing. The meeting was encouraged to attend.</p> <p>The Chairman thanked Cliff and the Health and Wellbeing Group for all their hard work.</p>
64	<p><u>Community Engagement Manager Update</u></p> <p>The Community Engagement manager, Andrew Jack introduced himself and gave his contact details to the meeting: Tel 01225 713109, Mob 07769 917270 and email: andrew.jack@wiltshire.gov.uk.</p> <p>An update was given on National Armed Forces Day (NAFD) which had been held in Salisbury recently and been a really successful event. At the peak on</p>

Saturday around 27,000 people were in attendance. The event had been a boost for Salisbury and had been good for links between military and civilian communities.

Devizes Royal British Legion also updated the meeting on their experience of NAFD. The RBL had visited all war memorials between Devizes and Salisbury on their way to the event. A small act of remembrance was performed at each war memorial. Pictures were also taken to send to the imperial war museum. Although slightly later arriving at NAFD than expected, they had a wonderful day and enjoyed a cream tea from SAAFA.

Andrew Jack and Cllr Simon Jacobs were working together to create a Devizes Careers Fair to be aimed at pupils approaching school leaving age, or who had just left school. It was felt this was good time to capture the young people's imagination and to inspire them. Hopefully it might mean that they stayed in Devizes to live and work. Another aim was to put local employers in touch with a local workforce who were on the verge of a career. Anyone interested should contact Andrew Jack.

A summer reading challenge was taking place between 13 July and 7 September, aimed at 4 – 11 year olds. Children were challenged to read six library books over the summer and receive prizes along the way. This was linked to 'Healthy Me Astronaut Training Programme'. Andrew Jack could provide further details.

Devizes Library were starting a weekly walking group on 18 July, with the aim of getting active and making new friends. These would be dementia friendly walks. People were encouraged to take part or to volunteer to help the group.

It was often hard to measure the effectiveness of community projects and therefore a new scheme was to take place to measure the social value in projects by using a cash value to represent how someone's wellbeing has increased through being part of a community project.

The scheme aims to capture elements such as volunteering, exercise, gaining employment or training, physical & mental health, feelings about the local environment and managing debt. It would be starting soon and looking for new projects funded by AB to analyse.

A question was received from a trustee of the Open Doors charity who had been working with a Wiltshire Council Community Outreach Worker, Sarah Johnson, who had provided really valuable support to the group. Clarification was sought on whether she would be continuing to support the group. Andrew Jack was unsure whether her role had change so would find out who it was best for the group to contact regarding this.

65	<p><u>Area Board Funding</u></p> <p>Representatives of the Avon Road Community Group and Urchfont Cricket Club spoke in support of their applications.</p> <p>The Board considered the applications to the Community Area Grants Scheme as detailed in the agenda. It was;</p> <p><u>Resolved:</u></p> <ul style="list-style-type: none"> • To grant Avon Road Community group, Devizes, £640.00, towards new picnic tables for the recreation ground. • To grant Urchfont Village Cricket Club, £2,000 of the £5,000 requested, towards new cricket nets for the club. REASON: The Board wanted to be careful with funds to ensure they could support a wide range of projects over the year. • To defer the South Western Ambulance Charity application to the next Area Board meeting. REASON: There was no representative present to explain the project and answer questions.
66	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
67	<p><u>Close</u></p> <p>The next ordinary meeting of the Area Board will be held on 9 September 2019, 6.30pm at the Devizes Hub and Library.</p>

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Agenda Item 7

Chairman's Announcements

Subject:	How Dementia Friendly is Wiltshire?
Web contact:	https://www.healthwatchwiltshire.co.uk/report/2019-07-24/how-dementia-friendly-wiltshire

Healthwatch Wiltshire's latest report is now available online. It gathered the views and experiences of more than 100 people in the county who are affected by dementia.

“How Dementia Friendly is Wiltshire?” focuses on two elements - how local dementia friendly initiatives are working to make their area more dementia friendly, and how much those living with dementia feel they benefit from them.

Healthwatch Wiltshire visited 15 community groups across Wiltshire and invited people to take part in a survey or a 1:1 interview to gather their feedback.

The report details what people living with dementia and their carers value most about dementia friendly initiatives and can be accessed via the link above.

Chairman's Announcements

Subject:	Proposal to increase Downland School capacity
Web contact:	http://consult.wiltshire.gov.uk/portal/education/consultation_to_increase_capacity?tab=info

Wiltshire Council is proposing to increase the number of places at Downland School from 69 places to 90 from September 2019.

Downland is a special school, situated on the southern edge of Devizes and opened in 1971, that continues to support the needs of children and young people who have an Education Health and Care Plan (EHCP) identified to support their Social, Emotional and Mental Health needs.

Expanding the school is part of Wiltshire's SEND Local Area plans to increase the number of special school places across the county to meet the needs of the growing number of children and young people with SEND.

An informal pre-publication consultation has recently taken place which concluded on 14 July. It is now necessary to undertake the formal statutory process. This began with publication of a statutory notice on 18 of July 2019. The statutory requirement is for this period to run for 4 weeks. However, as a 4- week period would run into school holidays representation can be made up to 21 September 2019.

Comments can be made via email or letter no later than 21 September 2019 either by writing to Downland Consultation, Children's Commissioning, Wiltshire Council, Bythesea Rd, Trowbridge, BA14 8JN, emailing SpecialSchools@wiltshire.gov.uk or following the link above to the Wiltshire Council consultation portal.

Chairman's Announcements

Subject:	Representation on Special School Provision in North Wiltshire
Web contact:	http://consult.wiltshire.gov.uk/portal/education/

Wiltshire Council would like to draw your attention to its proposal for special schools in north Wiltshire.

There will be a statutory notice published at 9am on Monday 2nd September 2019 regarding the closure of:

- St Nicholas School, (Special) Malmesbury Road, Chippenham, SN15 1QF
- Rowford School, (Special) St Edith's Marsh, Rowde, SN10 2GG
- Larkrise School, (Special) Ashton Street, Trowbridge, BA14 7EB

and the related opening of a new amalgamated special school across the three existing sites.

It is proposed that:

- A new maintained school is established with a single leadership team for the existing St Nicholas, Rowdeford and Larkrise schools as soon as possible, and no later than 1 September 2021.
- The closure of St Nicholas, Rowdeford and Larkrise schools, as related proposal, occurs no later than the 31 August 2021.
- St Nicholas and Larkrise stay in use on their current sites until the new provision is ready, and it is appropriate for children to transition to the new site at Rowdeford.
- The Council will consult on the appropriate number of sites when most of the new places are available.

Wiltshire Council will open the consultation outlined via the link above.

Responses to the proposal (made via an online survey found at the above-mentioned consultation portal) must be received by the Council by 9am on Monday 30 September 2019.

If you or any of your residents have any questions about this, or would like any further information please email SpecialSchools@wiltshire.gov.uk or write to Special Schools Consultation, Commissioning Team, Wiltshire Council, Bythesea Road, Trowbridge, BA14 8JN.

WILTSHIRE POLICE

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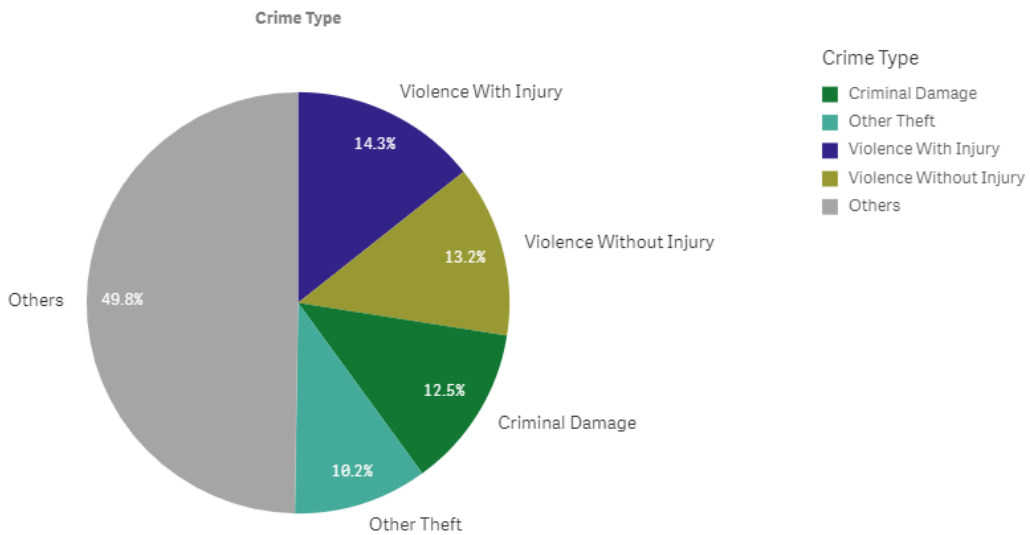


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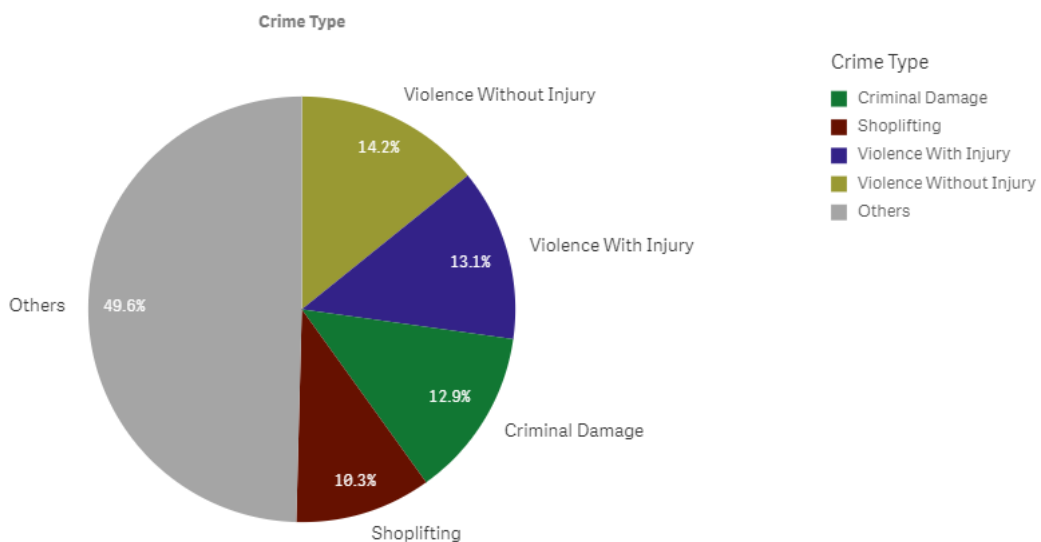
August 2019

PERFORMANCE

Your Area - Five Highest Crime Groups (Previous 12 months)



Force Area - Five Highest Crime Groups (Previous 12 months)



Wiltshire East CPT - crime and incident demand for the 12 months to July 2019

WILTSHIRE POLICE

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Force-wide

- Wiltshire Police has reduced the volume of recorded crime by 1% in the 12 months to July 19 and continues to have one of the lowest crime rates in the country.
- Our service delivery remains consistently good.
- In July, we received 9,653 999 calls which we answered within 4 seconds on average and 14,474 101 calls which we answered within 1 minutes 44 seconds on average.
- In July, we also attended 1,862 emergency incidents within 10 minutes and 49 seconds on average.
- Wiltshire Police has seen a 26% reduction in vehicle crime and 20 per cent in burglary in the 12 months to June 2019. These are the most improved trends in the country.
- The Crime Survey of England & Wales recently ranked Wiltshire as one of the top forces nationally for public confidence. It covers the 12 months to December 2018 The publication can be found here:
WWW.CRIMESURVEY.CO.UK

For more information on Wiltshire Police's performance please visit:

PCC's Website - <https://www.wiltshire-pcc.gov.uk/article/1847/Performance>

HMICFRS Website - <https://www.justiceinspectorates.gov.uk/hmicfrs/police-forces/wiltshire/>

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

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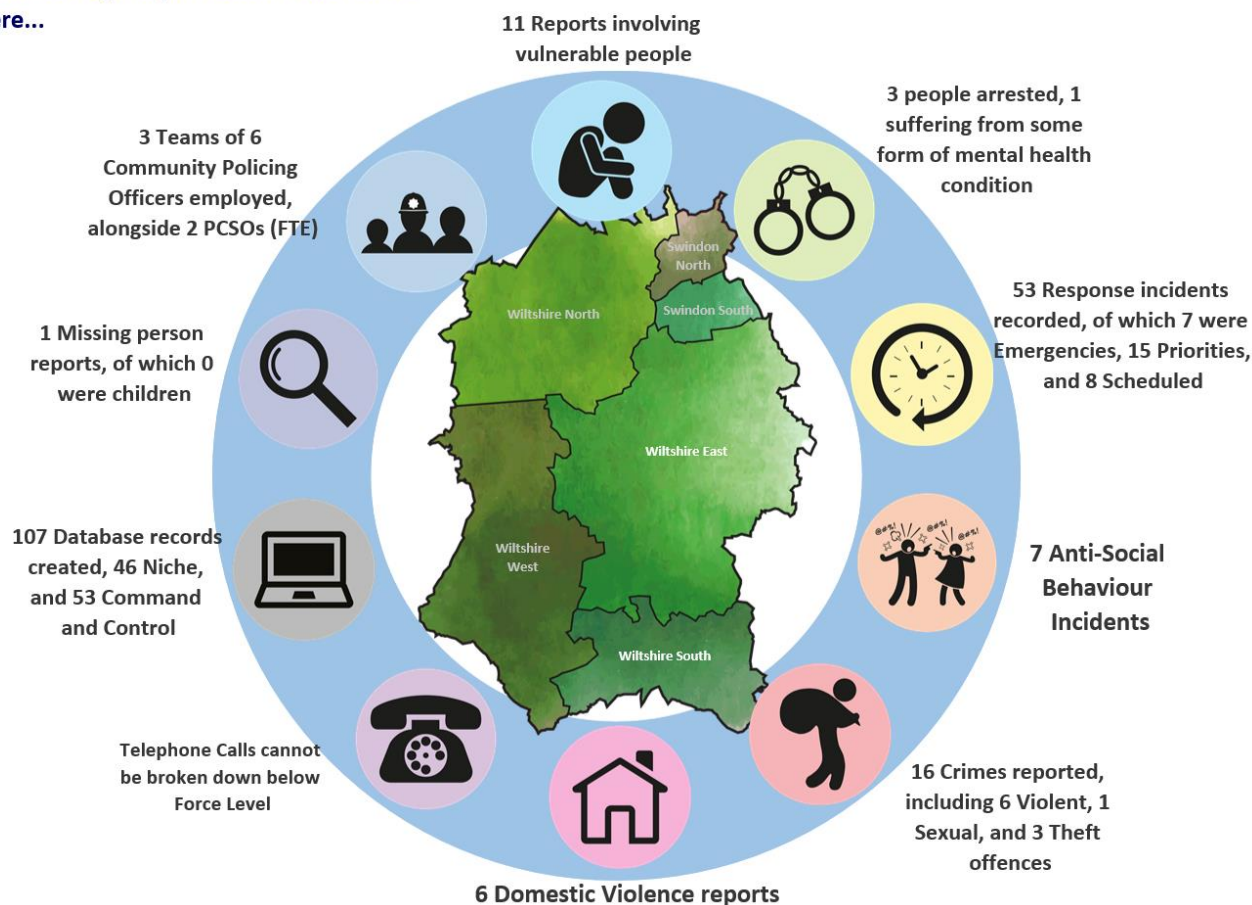


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Area specific

On an average day in Wiltshire East there were...



Wiltshire East CPT Demand Overview – 12 months to July 2019

DEDICATED PATROLS CONDUCTED FROM 01/07/2019 – 01/08/2019:

- DEVIZES SKATE PARK: 20
- BEAUTY SPOTS IN DEVIZES/MARLBOROUGH AND PEWSEY: 49
- STANFORD COURT/SHEEP STREET: 19
- HMP ERLESTOKE: 13

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INCIDENTS OF NOTE:

We have had several reports of vehicles being broken into in the DEVIZES area over the last month. The objects stolen have mainly been power tools. We would continue to advise all residents to:

- Keep your vehicle locked, windows shut and your keys secure
- Park in a well-lit area and in clear view of your property and any CCTV cameras.
- Do not leave any valuables such as wallets, phones, Sat Navs etc. on display.
- Consider fitting a tool safe and secure it with good quality locks.
- Try to park your van close to a building or hedge to restrict access.
- If possible, remove all tools from the van when it is left overnight.
- Take photographs of items of value, make a note of serial numbers and consider registering them on www.immobilise.com
- Consider fitting an alarm that is Secured by Design accredited.
- Mark the items of property/tools that are stored in the vehicle using an artificial DNA property marker such as Smartwater or SelectaDNA.
- Call 999 immediately if you see a crime in progress or any suspicious activity around trade vans. Note the registration numbers of vehicles and descriptions of those involved.

Devizes Crime Statistics: 01/07/2019 – 01/08/2019

- 12 REPORTS OF PUBLIC ORDER
- 9 REPORTS OF VEHICLE OFFENCES
- 24 REPORTS OF ASB
- 6 REPORTS OF SHED BREAKS
- 6 REPORTS OF BUSINESS BREAKS
- 36 SHOP LIFTINGS
- 54 REPORTS OF VIOLENT CRIME
- 31 REPORTS OF CRIMINAL DAMAGE

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YOUR COMMUNITY POLICING TEAM:



Inspector Pete FOSTER

Wiltshire East Inspector

2334@wiltshire.pnn.police.uk



Sergeant Tracey HOLLOWAY

Wiltshire East Sergeant



PC Beth BUTWELL

Community Co-ordinator

2802@wiltshire.pnn.police.uk



PCSO Paula YARRANTON

Devizes Town

6015@wiltshire.pnn.police.uk



PCSO Jon MILLS

Devizes Town

6093@wiltshire.pnn.police.uk



PCSO Georgie DODD

Devizes Town

8229@wiltshire.pnn.police.uk



PCSO Lucy STONESTREET

Devizes Rural

6195@wiltshire.pnn.police.uk



PCSO Kelly WATTS

Devizes Rural

6169@wiltshire.pnn.police.uk

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Our PCSO's and Police Officers have been busy using various types of social media over the last month. We have been directly involved in regular patrols of our priority spots, community engagements, school visits and re-assurance patrols.

You can find out more about Wiltshire East CPT, including news stories and contacts for local officers, on our website: www.wiltshire.police.uk/WiltshireEast

WILTSHIRE EAST CPT has a new Community Policing Sergeant. Tracey HOLLOWAY has worked for Wiltshire Police for 13 years starting her career as a PCSO. She has worked in community policing throughout her career with roles such as Beat manger, Community Coordinator and Team Sgt.

“My role as the deputy Sgt is to ensure we engage with our communities and promote our visibility; Ensuring the CPT respond effectively to longer-term community issues and the coordination of multi-agency approaches to problem solving.

I have worked the majority of my career in Salisbury dealing with many community issues. I am passionate about community policing and enjoy the challenge of problem solving from different areas. I look forward to working in the local community of Devizes”

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PRIORITIES FOR WILTSHIRE EAST CPT:

UPDATE

Priority 1: THEFT

DEVIZES:

We continue to receive numerous reports regarding retail thefts within the DEVIZES area.

Officers will continue to conduct high visible patrols within DEVIZES TOWN CENTRE.

Priority 2: RURAL CRIME: HARECOURSING AND BEAUTY SPOT THEFTS

It is imperative that we maintain a high visible presence within our rural county. As summertime is fast approaching, we anticipate an increase in visitors to both our Beauty Spot areas and countryside.

We will be aiming to regularly patrol our Beauty Spots and our rural sites that unfortunately do become a target of vehicle and rural crime.

ADVICE:

It is important for members of the public not to leave any valuables within their vehicles. It is also important for members of the Public to report any suspicious activity to us via 101 or 999 if it is a crime in progress.

HIGH VISIBILITY PATROLS IN THE MOST VULNERABLE AREAS

0 REPORTED BEAUTY SPOT THEFTS IN DEVIZES IN JULY 2019;

Priority 3: VEHICLE CRIME AND COMMUNITY SPEED WATCH

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Keeping our roads safe is extremely important within our area as we have several A Roads that pass through our County.

We will be receiving fortnightly updates from our Community Speed Watch Teams with specific areas to target. It is important that we work with the general public to identify unsafe road users within our county. We hope to show how hard we will be working to target the roads through our Social Media updates and cooperation with Community Speed Watch Schemes.

We have conducted checks and assisted our Community Speedwatch colleagues in a variety of locations over the last month.

Priority 4: BURGLARIES

We have seen an increase in reports of both domestic and commercial burglaries within the DEVIZES area.

Advice on keeping your business and home safe can be found on Wiltshire Police's website:

<https://www.wiltshire.police.uk/article/4295/Burglary-security-and-theft>

HIGH LEVEL PCC UPDATES

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- **Pay increase** - Police Officers are to receive a 2.5% pay increase as agreed by the Government. This is welcome news and well deserved, I only hope that the same increase is also afforded to police staff as well. However, it is expected that we will have to meet this increase from existing Wiltshire Police budgets and that no further funding will come from the Government to fund this rise, which is disappointing and I continue to lobby the Government for fairer funding in Wiltshire.
- **PCSOs** - Last month Wiltshire Police Federation, which represents police officers within the Force, wrote an open letter suggesting that the Force should 'axe PCSOs' and recruit police constables instead. Both the Chief and I strongly refuted this suggestion. We both recognise the key role that PCSOs play in community engagement, intelligence gathering and supporting the most vulnerable. The role of a PCSO is a completely different one to that of a police constable and they play a key role in our community policing teams.
- **Additional police officers** - I was pleased to hear the new Prime Minister's commitment to policing and his promise of 20,000 additional police officers in the next three years. We don't know what this will look like in terms of how many more we will get in Wiltshire but I trust that more detail will soon be forthcoming. I do have some concerns around the practicalities of recruiting so many officers in such a short period of time and it certainly won't happen overnight, with it taking around a year to recruit and train an officer before they're able to go on the beat, but his commitment to strengthening our police forces is welcome nonetheless.

HIGH LEVEL FORCE UPDATES

- **Youth crime** – A Government report into the increase in youth violence has been welcomed by the Force. Chief Constable Kier Pritchard has said that although there hasn't been a significant increase in Wiltshire, it is still a concerning issue for local people. He is calling for a multi-agency approach and focused on the need to engage with young people to help prevent them from falling into a life of crime.
- **Rural crime** – Wiltshire has bucked the national trend when it comes to rural crime, recording a 36% year-on-year drop when it comes to the amount of

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money this type of crime is costing people in the county. This is believed to be due to the focus our Rural Crime Team has placed on crime prevention advice, including the encouragement of CCTV, anti-poaching ditches and the installation of GPS trackers on equipment.

- **Domestic abuse** – As part of our Summer Demand campaign, we have been focusing on highlighting the important topic of domestic abuse and making sure victims know how to access the support available. There is also a focus on encouraging friends and neighbours to report concerns to the police. You can read more online: <https://www.wiltshire.police.uk/article/4820/VIDEO-What-to-do-if-you-have-concerns-your-neighbour-is-being-abused-by-a-partner>

GET INVOLVED

- You can keep up to date with the latest news in your area by signing up to our Community Messaging service – www.wiltsmessaging.co.uk
- More information on your CPT area can be found here: www.wiltshire.police.uk and here www.wiltshire-pcc.gov.uk
- You can follow your CPT on social media <https://www.wiltshire.police.uk/Followus>

FEEDBACK/ACTIONS TAKEN

Devizes Area Board Report – 9th September 2019.

Automatic fire alarms



Responding to automatic fire alarm (AFA) activations that subsequently turn out to be unwanted fire signals has been identified as a major draw on our resources, resulting in an inappropriate use of emergency crews and equipment.

Such activations cause resources to be diverted away from other, more important, activities, making them potentially unavailable to respond to genuine emergency calls.

Unwanted fire signals have a major impact on the Service and cause concern, as they:

- Render fire crews unavailable, creating the possibility of delayed attendance to genuine emergency calls.
- Create unnecessary risk to fire crews and members of the public when fire appliances respond under emergency conditions.
- Are disruptive to planned work, particularly training and community fire safety activities.
- Can cause a false expectation amongst personnel, especially those attending high numbers of false alarms.
- Impose significant financial burdens on the Service.
- Have a negative impact on employers who release on-call firefighters working the retained duty system.
- Cause problems for the occupiers of affected premises through lost production and general disruption to business continuity.
- Cause complacency among employees, reducing the effectiveness of automatic fire alarms by delaying the initiation of emergency procedures.
- Indicate other failings may exist within the premises' fire safety management.

A properly designed and maintained automatic fire detection system provides early warning of fire. However, a badly designed or poorly maintained system can become a potential hazard due to inappropriate or unwanted activations.

Management procedures should be set in place as part of an emergency plan. Suitably trained personnel should investigate the cause of the alarm activation before calling the fire and rescue service (with the notable exception of residential care providers who should not allow these procedures to cause undue delay in calling 999).

Chinese lanterns



Chinese lanterns (also known as wish, sky or flying lanterns) have origins that go back thousands of years, and they have become increasingly popular as a way of celebrating weddings, birthdays, anniversaries or other special events.

However, there is a high risk of fire from using such lanterns, either through incorrect handling, unspent fuel cells or unexpected flight patterns.

The lanterns are generally made from paper, supported by a wire or card frame that incorporates a holder at the bottom for a solid fuel cell. The paper outer may or may not be fire retardant. Flying times suggested by manufacturers vary from 6-8 minutes and up to 20 minutes, with achievable heights claimed to be up to one mile.

Whilst lighting and launch are largely in the control of the user, the actual flight path and ultimate destination are generally not. There is also no guarantee that the fuel cell will be fully extinguished and cooled when the lantern eventually descends, and any subsequent contact with a combustible surface could result in a fire developing.

It is best to avoid using Chinese lanterns if you are near:

- Areas with standing crops.
- Buildings with thatched roofs.
- Areas of dense woodland.
- Areas of heath or bracken, especially in dry conditions.

Top tips

- Lanterns should be used by responsible adults only.
- Adults should not be under the influence of alcohol or any substance that could affect their level of responsibility.
- When launching the lanterns, make sure you have a water supply to hand in case something goes wrong.
- Keep the launch area clear of combustible materials.
- Don't try and launch damaged lanterns – and be aware that writing messages on the paper can cause damage.
- Don't smoke whilst handling lanterns.
- Ensure that there is sufficient clearance for the lanterns to avoid obstacles such as trees, power lines or buildings.

- Avoid launching lanterns near roads, especially major roads or motorways, as they can be off-putting to drivers.
- Don't try and launch lanterns if it is windy, and be sure of the wind direction as this will affect the flight path.

Fireworks



Fireworks are safe if you use them properly. If you're putting on a home display, you should follow some simple steps to make sure that everyone has a good time without getting hurt:

- Plan your firework display to make it safe and enjoyable.
- Keep fireworks in a closed box and use them one at a time.
- Read and follow the instructions on each firework, using a torch if necessary.
- Light the firework at arm's length with a taper and stand well back.
- Keep naked flames, including cigarettes, away from fireworks.
- Never return to a firework once it has been lit.
- Don't put fireworks in pockets and never throw them.
- Direct any rocket fireworks well away from spectators.
- Never use paraffin or petrol on a bonfire.
- Make sure that the fire is out and surroundings are made safe before leaving.

Download further information on [giving your own firework display](#) or for display organisers and operators [working together on a firework display](#).

Did you know?

- It is against the law to carry fireworks in public if you're under 18.
- Fireworks must not be sold to anyone who is under 18.
- It is an offence to let off fireworks during night hours (11pm to 7am), except on Bonfire Night (midnight), Diwali, New Year, and Chinese New Year (1am).
- It is an offence under the Explosives Act 1875 to tamper with or modify fireworks.
- Sparklers can reach temperatures more than 15 times as hot as boiling water!

After the event

- Never put fireworks, even those which are fully spent, on the bonfire.
- Never dispose of fireworks by burying them.



- Safely dispose of fully spent fireworks.
- Soak misfired or partly spent fireworks in a container of water in an area where they cannot be tampered with (preferably away from the display site) and contact the manufacturer or supplier for advice on disposal.

We have the following guide available to download:

- [Bonfire and firework safety](#)

Safe and Well Visits- Home safety

The Devizes 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 Devizes Area; 28/07/19 – 28/08/19.

DWFRS have responded to 37 incidents in the Devizes area between the dates above.

Devizes Fire Station Responded to a total of 40 incidents County wide in the mentioned time period. Details are listed in the table below.



Category	Incidents in Devizes	Off of Station Ground incidents	Total
False Alarm	21	0	21
Fire	7	3	10
Special Service	9	0	9
Total	37	3	40
1st Pump Availability	99.3%		
2nd Pump Availability	33.5%		

Recent Notable Incidents

The Service has been busy throughout this reporting period. The extended period of hot weather resulted in a large number of open space fires. These are resource intensive, take a long time to extinguish and can be extremely challenging. Crews attended many of these across the Service.

Devizes attended a large fire at “Eddies Diner” in Bowerhill, as well as a large crop fire in Biddestone.

They also attended a Female that had fallen in to the canal and was sadly deceased, a cat that was stuck in the engine bay of a car, and an RTC involving 2 vehicles.

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/>



Phil People

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

Email: phil.people@dwfire.org.uk

Tel: 07787862767 / 01722 691247

www.dwfire.org.uk

Wish lists for health and care services in BaNES, Swindon and Wiltshire revealed

Hundreds of people in Bath & North East Somerset, Swindon and Wiltshire have shared their views on how to improve NHS health services where they live.

Increasing the use of technology for booking appointments and data sharing between health services; helping people lead a healthier lifestyle to prevent illness; shortening waiting times for access to GP appointments; and for health professionals to have a better understanding of long-term health conditions, such as autism, were some of the themes that emerged from people in the region.

Their views were shared as part of the Healthwatch #WhatWouldYouDo? campaign and the findings are revealed in a new report.

Nearly 700 residents, patients and their families took part in 'What Would You do?' activities, which launched in March to encourage people in the region to share their views about how extra money from the Government should be spent on local NHS services.

The public were asked to give their views about how local services could improve, and to share ideas about how the NHS can help people live healthier lives and take more control of their care.

Stacey Plumb, Manager at Healthwatch Wiltshire, said: "The Government is investing an additional £20 billion a year until 2023 in the NHS as part of the NHS Long Term Plan. We were asked to help find out what local people thought was the best way for the NHS in Bath & North East Somerset, Swindon and Wiltshire to invest in the right services as part of this plan.



"It was wonderful to listen to so many people keen to make a difference in our local NHS. These views are all in the report and we will now monitor how the local NHS responds."

Dr Ian Orpen, Chair of the BaNES, Swindon and Wiltshire Clinical Board, said: "It's clear that local people have strong views about how health and care services should be organised in the future. We will listen to them and make sure we address their concerns as we draw up plans for how we organise services over the coming years."

The report is being shared with the local NHS and can be viewed on our website.

Following a meeting between Simon Jacobs and our Chair of Governors, Lucy Walsh-Waring, I have been asked to put a list together of what we do for the local community. This is not something that we have ever sought to publicise or broadcast.

We are very keen to develop local partnerships of mutual benefit and would be delighted to be approached. We have just appointed a *Head of Outreach and Partnerships* with the intention that these activities will grow in the years ahead.

The current list of activities is below. It is split into two sections, with the first about partnerships and the second about the use of our facilities:

A) PARTNERSHIPS

1. Sport

- Outreach is a programme provided by Dauntsey's whereby members of our Sports Department visit nine local primary schools on a weekly basis and coach the pupils a different sport each term. The objective is to promote links with the local community and to encourage participation in the various sports. The main three sports are hockey, football and cricket, while there are also taster sessions of tag-rugby, netball, basketball and other activities. This programme has been running for over ten years.
- Towards the end of each term, the schools are invited to a tournament at Dauntsey's: hockey in December, football in March and cricket in June. Each primary school enters one or two teams all children and their parents stay for lunch afterwards.
- The schools involved are Five Lanes, Wansdyke, St Joseph's, St Thomas, St Barnabas, DAPS, Urchfont, Bishop Cannings and Holy Trinity.

2. Design and Technology

- In the Summer term of 2006, the Design Technology Department invited ten local primary schools to undertake a CAD/CAM experience at Dauntsey's. Every year since, Year 6 pupils visit the department to undertake a 'design and make' experience using Computer Aided Design Software, and then manufacture their designs using our laser cutting machines.
- Since its inception the School has hosted more than 2200 pupils (the numbers vary year by year, but are usually between 200 and 250 pupils) and each pupil takes away an individually designed, fully functioning project.
- The local schools involved are Five Lanes, Wansdyke, St Joseph's, St Barnabas, DAPS, Urchfont, Holy Trinity, Bratton and Rowde.

3. Mathematics

- The Maths department run a Dodecahedron Competition for pupils in Year 7 and below. There is a multiple-choice preliminary round, which we create and send to schools along with the answers and they run the round themselves. We usually have around 1,000 entries and then invite the best 30-40 to a finals day at school. We have just completed the 30th year of the competition.
- Two colleagues took a 'Fun Maths Roadshow' to Holy Trinity School, Great Cheverell for their year 5 and 6 pupils this year. This comprised fifty hands-on maths challenges that pupils complete in pairs, with each puzzle set up at a different table. The pairs try to complete as many puzzles as they can in one hour, with a small prize for the winners.

4. Volunteering

- A significant number of Sixth Form pupils volunteer in the local community, on either a Tuesday or a Thursday afternoon. These placements form part of the school's VSU (Voluntary Services Unit) programme.
- Some pupils help out in local primary schools, while we have additional partnerships with three retirement homes nearby, and with two charity shops in Devizes.
- All except one of these partnerships are long standing and mutually beneficial.

5. Drama and Dance

- We lend lighting equipment to Holy Trinity and to Lavington School every year.
- Local primary schools are invited to major productions and to look around backstage.
- We run a series of dance workshops for Five Lanes Primary School.
- In the future, there are plans to visit more Primary Schools as part of creating an Outreach Dance Festival.

6. Biology

- Nursted Primary School visited for a Lung and Heart Dissection class with twenty-one Year 6 pupils.
- Wansdyke visited last year for the same purpose.

7. Mercers' Lecture Programme

- A series of six to eight public lectures are held at the school every year. Recent speakers have included adventurers Steve Backshall and Monty Halls; historians Dr David Starkey and Dr Lucy Worsley; journalists, Jeremy Bowen, Mariella Frostrup and Frank Gardner as well as sportsmen and women Nigel Owens, Heather Stanning, Alison Mitchell and Eddie, 'The Eagle' Edwards.
- The 2019-20 lecture programme includes Amanda Owen, Ant Middleton, Alison Weir, The Marian Consort, Michael Portillo and Candice Brown.
- Publicity material for the programme is distributed widely in the local community through to schools, libraries, bookshops and community groups.
- These lectures are free to members of the public.

8. Music

- The Choral Society has been running as a free choir for all members of the local community for at least 30 years. They sing large choral works and provide free conductor, accompanist, orchestra and soloists. There are two concerts per year, one in school and one each year in a different church in the diocese, helping to raise funds for the upkeep of the churches. The last three years have seen concerts in the churches at Chitterne, Edington and Rushall.
- The department supported Commemoration for the Lavingtons and also visits Dauntsey House, the retirement home in the village, to sing carols every year.
- All school concerts are free and are open to the local community.
- In conjunction with West Lavington Village Hall, members of the community came to the school in June for a cream tea and music recital. They have been invited to a Christmas lunch and carol concert in December.

B. USE OF FACILITIES

1. Athletics Track

- Lavington Athletics Club use the track on a weekly basis.
- Wiltshire Schools' Games uses all the sports facilities at Dauntsey's and we are in the third year of working with the Wiltshire and Swindon Sports Partnership (WASP). This year WASP were the first organisation to use the athletics track in May, with over 600 state school children participating in the event.
- The School has also been working with Wiltshire Council Sports' Development Team to allow athletics training to take place at Dauntsey's during the summer holidays as part of the Star Track programme. They intend to use it during the Easter holidays too.
- We are working with the Wiltshire Council Disability Officer to allow the track to be used for adaptive cycling.
- The School hosted the Wiltshire Disability Games, in June, and it is anticipated that this will become an annual event.
- Appleford School have also used the track.
- The School has created various partnerships with disabled athletes, free of charge, to allow them to train at a central hub within Wiltshire.
- Devizes Running Club are using the facility on a monthly basis.

2. Swimming Pool

- The swimming pool is used by DAPS, Holy Trinity, Appleford School, Lavington Scouts and Lavington School GCSE Physical Education pupils.
- Wiltshire ASA Development Programme use the swimming pool on a regular basis for their junior swimmers.
- The swimming pool is also used on a weekly basis by Trowbridge, Devizes and Lavington Swmiiing Clubs and twice a week, during term time, by West Lavington Early Birds swimming club.

3. Astro turf Pitches

- Devizes Hockey Club run eight tournaments for clubs from all over Wiltshire, for various different age groups. These take place on Sundays and attract 150-200 players.
- Wiltshire Hockey run many of their Development and Academy sessions here.
- Bishop Cannings FC and Devizes Town Youth FC train here during the winter months.
- Lavington School use the astroturfs for their GCSE Physical Education moderation.

4. Grass Pitches

- Lavington Ladies FC use the football pitches on a regular basis during the season.
- Devizes Rugby use the rugby pitches, as required, and the pavilion.
- London Irish Rugby Club have provided coaching for junior rugby players from within Wiltshire for the last three years.
- Wild Edge Archery provide day camps for junior pupils during the summer months.

5. Sports Hall

- Devizes Wizards Basketball and both Wiltshire and Devizes Table Tennis play their home matches here. Calne and Devizes Badminton clubs also use the facilities.
- Lavington Scouts and Cubs use the climbing wall.

In addition, the School facilities are used by the Lions Club, Super Choirs, Wiltshire Cricket and for the Marylebone Cricket Club for their cricket hub.

DEVIZES AREA BOARD
15 July 2019

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2019/20

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2019/20.

2. Background

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. The Area Board is also invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2019/20.

3. Main Considerations

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget of Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. In 2014 all Area Boards appointed Local Youth Network (LYN) Management Groups to coordinate wider LYNs, sub-groups of the Area Boards, to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C and may be reviewed by the Leader on an annual basis.
- 3.3. Some Area Boards have also established working groups to consider and facilitate the development of Health and Wellbeing Centre proposals. Where these have Terms of Reference it is for the Area Board to determine and amend where required.
- 3.4. From 2015, Area Boards have been able to establish a local Health and Wellbeing Group to consider health and wellbeing priorities in their local area. These groups are sub-groups of the Area Board and their Terms of Reference can be found in Appendix C.

3.5. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

4. Financial and Resource Implications

4.1. None.

5. Legal Implications

5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required. [Protocol 3](#) of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Safeguarding Implications

6.1 Processes are in place to ensure Disclosure and Barring Service (DBS) checks are undertaken as appropriate.

7. Environmental Impact of the Proposals

7.1 None.

8. Equality and Diversity Implications

8.1 None.

9. Delegation

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

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

10. Recommendation

10.1 The Area Board is requested to:

- a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;

- b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
 - c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.
-

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Appendices:

Appendix A – list of appointments to Outside Bodies
Appendix B – list of appointments to Working Group(s)
Appendix C – Terms of Reference for Working Group(s)

Unpublished background documents relied upon in the preparation of this report

None.

Appendix A

Outside Body Title	Appointed By	Why Rep Needed	Organisation Aims	Meeting Schedule	Voting Rights	Reps Needed	Representative (s)
Devizes & District Association for the Disabled Executive Committee	Area Board - Devizes	To continue representation for the disabled in the community and bring local knowledge.	Provide support and assistance to the disabled	12 meetings per year	Yes	1	Cllr Sue Evans
Devizes Air Quality and Transport Strategy Working Group	Area Board - Devizes	Area Board Representative for Air Quality	Delivery of Air Quality Action Plan	4 meetings per year	Yes	1	Cllr Anna Cuthbert and Cllr Peter Evans
Devizes Development Partnership	Area Board - Devizes	Local and public sector representation and take on development required in the town.	Steer the work of the Town Centre Manager. Economic and social development of the Devizes area	6 meetings per year	Yes	1	Cllr Richard Gamble (Cllr Simon Jacobs, Cllr Peter Evans additional representatives as required)
Devizes Leisure Centre Group	Area Board - Devizes	Informal meeting to work with local members	Informal	4 meetings per year	N/A	2	Cllr Simon Jacobs, Cllr Sue Evans and Cllr Philip Whitehead
Devizes Local Youth Network (LYN)	Area Board - Devizes	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	2	Cllr Anna Cuthbert, Cllr Simon Jacobs

Appointments to Working Groups Devizes Area Board

Appointments to Working Groups **Devizes Area Board**

Community Area Transport Group:

- Devizes Community Area Partnership Representative
- Devizes Town Council Representative
- Parish Council Representatives
- Area Board Representatives- Cllr Peter Evans and Cllr Philip Whitehead

Officers to support as necessary.

LYN Management Group

- Community Engagement Manager - Andrew Jack
- Devizes Area Board - Cllr Anna Cuthbert and Cllr Simon Jacobs (Chairman)
- Devizes parishes Representatives
- Devizes School Governor
- Voluntary and Community Sector Representative
- Devizes Community Policing Team Representatives
- Devizes Town Council Representative
- Devizes Youthy Representative
- Youth for Christ Representative
- Lavington School Representative
- Devizes School Representative
- Rowdeford School Representative
- Downlands School Representative
- Dauntsey School Representative

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

Devizes Health and Wellbeing Group

- Health and Wellbeing Chairman – Cliff Evans
- Area Board Representative - Cllr Simon Jacobs and Cllr Peter Evans
- Community Engagement Manager – Andrew Jack
- Devizes Town Council Representative
- Representatives from community groups/volunteers

Officers to support as necessary

Air Quality and Transport Strategy Working Group

- Area Board Representative- Cllr Anna Cuthbert and Cllr Peter Evans
- Devizes Town Council Representatives
- Parish Council representatives as appropriate
- DCAP Representative
- Trust for Devizes Representative
- Simon Thompson
- Community volunteers

Officers to support as necessary

All Councillors are welcome to attend any of these Working Group meetings to maintain their awareness.

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

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

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

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

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

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

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

Appointment of CATG Members

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

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

Media Relations

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

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

Meetings

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

Officer Support

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

Terms of Reference

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

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

Terms of Reference

1. Small scale transport schemes – discretionary funding

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

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

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

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

(Cabinet Member Decision HT-026-11)

3. C & UC roads speed limit review

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

(Cabinet Member Decision HT-027-11)

4. Waiting restrictions

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

(Cabinet Member Decision HT-031-11)

5. 20mph speed restrictions – review and implementation

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

(Cabinet Member Decision HSB-007-13)

6. Other decisions

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

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

September 2014

1. Purpose

Definition of a Local Youth Network

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

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

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

2. Membership

The LYN may include representatives of:

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

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

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

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

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

Roles of all members of the LYN

All members will be required to:

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

3. Structure and operation

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

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

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

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

The management group will be supported by:

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

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

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

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

Key responsibilities for the management group include:

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

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

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

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

4. Media Relations

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

5. Review

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

Community Area Health and Wellbeing Group Terms of Reference

1. Purpose

Definition of a Health and Wellbeing Group (HWG)

The Health and Wellbeing Group is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate well-being across the community area. People and organisations living and working in the community play a direct role in setting the agenda for this group.

HWGs will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for activities should be deployed.

2. Membership

The Health and Wellbeing Groups may include representatives of:

- Members of the Community Area Board,
- Older Peoples Champion,
- Carers Champion,
- People from the community,
- Town and Parish Councils,
- Health and social care commissioners,
- Community and voluntary organisations and groups,
- Community transport providers,
- Police,
- Fire and rescue services,
- GP Practices,
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of older people.

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of people

People living in the community must play a central role in all aspects of the Health and Wellbeing Groups including the design, development, delivery and review of the local activities.

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

Health and Wellbeing Groups must ensure that consultation with people is representative and takes into account the views and needs of under-represented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the Health and Wellbeing Groups

All members will be required to:

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

3. Structure

The Health and Wellbeing Groups should come together on a quarterly basis, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

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

The management group will generally comprise of:

- The Chairperson
- Older Persons Champion/ Carers Champion
- Community Engagement Manager
- Commissioning representative (Community Commissioner)

The appointment of Councillors (excluding officers) to Health and Wellbeing Groups will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required, the Chairperson and Community Engagement Manager may appoint additional people to the management group if it is felt their involvement would be important for the function of the group.

Alternative people can represent people at the management group, however, it is preferred that the same representative attends if possible to ensure consistency of membership.

4. Responsibilities of the Health and Wellbeing Groups

Key responsibilities for the Health and Wellbeing Groups include:

- Awarding grants that support the priorities identified in the local Joint Strategic Needs Assessment (JSNA).
- Ensuring that any grants and activities take into account any applicable safeguarding implications.

- Making recommendations to the Community Area Board on how priorities for funding should be determined (to include evaluating opportunities for applying for grants)
- Monitoring and reporting on the quality and effectiveness of local activities and grants.
- Based on the JSNAs, local intelligence and Area Board priorities coordinating joint working to deliver these objectives.
- Addressing any conflicts of interest that may arise as part of the local decision making process.

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

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

5. Funding

Area Boards will have an annual revenue budget allocated to them. The Health and Wellbeing group will advise the Area Board on how these funds should be allocated. Health and Wellbeing Groups will be able to bid, apply for funding from other sources and would also be expected to feedback to commissioners on priorities for the Countywide contracts.

6. Media Relations

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

7. Review

These terms of reference are subject to change and should be reviewed by the Cabinet Member for Adult Care and Health on an annual basis.

Volunteer Role Description

Older People & Carers Champion

Purpose of the role

The Council wishes to encourage Area Boards to identify champions in each of the county's community areas who will have a key role in representing the views of older people and carers at both a local and county wide level.

Furthermore volunteers will be asked to:

- Talk to and seek the views of older people and/or carers in their local communities on matters related to services provided by the Council or NHS and represent these views at area boards.
- Work with area boards and local voluntary groups to encourage joint working and share experience to help new local groups set up.
- Advocate for older people and/or carers and be a focal point for identifying what service improvements or developments are required.
- Link with and report to the Community Engagement Manager.
- Talk to older people or carers to obtain their views about services. They will represent these views at Area Board meetings or other meetings as requested and discuss with the Council and CCG Commissioners the priorities for older people or carers and work with them on service improvements and developments.
- Provide a focus for the exchange of views and information between older people and/or carers and the Council's adult care and housing services.
- Work with the Area Boards on service improvements and developments to meet the needs of people in community areas.
- Attend area boards to report back on older people and carers issues.
- Attend meetings with other champions and the Council.
- Participate in induction training and ongoing personal development where appropriate. This will include mandatory elements essential for carrying out the role, such as safeguarding which must be completed prior to any volunteering taking place

- Use appropriate claim forms when claiming mileage or expenses
- Comply with Health and Safety Regulations.
- Register as a Wiltshire Council volunteer
- Registration with Fleet Services if the role includes driving on behalf of Wiltshire Council

Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all volunteers volunteering with these groups are asked to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people and/or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern, the Council's agreed Child Protection or Adult Safeguarding procedures will be followed.

Volunteer Skills and Qualities Checklist

Older Peoples Champion:

- An ability to make a minimum commitment, as specified per role description.
- An understanding of the issues facing older people in today's society, especially loneliness and social exclusion
- An ability to comply with all relevant policy guidelines.
- An ability to maintain boundaries concerning the role and relationship with members of the community
- An ability to listen and communicate with people.
- An ability to recognise own limits of knowledge and responsibility and to be willing to seek advice and support from the Community Engagement manager or other relevant staff.
- A willingness to participate in induction training and team meetings wherever necessary.
- A commitment to non-judgemental practices.
- A willingness to undertake an enhanced disclosure check with the disclosure and barring service (DBS). The organisation will arrange to cover the cost of this.

Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all volunteers volunteering with these groups are expected to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people and/or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern, the Council's agreed Child Protection or Adult Safeguarding procedures will be followed.

Report to	Devizes Area Board
Date of Meeting	09/09/2019
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below

Applicant	Amount requested
Applicant: Member's Initiative – Cllr Simon Jacobs Project Title: New No Cold Calling Zone signage for Devizes View full application	£125.00
Applicant: Devizes and Roundway In Bloom CUDS Project Title: Clean Up Devizes - continued activities View full application	£500.00
Applicant: Bromham Social Centre Project Title: Bromham Social Centre Kitchen Upgrade View full application	£2,000.00
Applicant: Wharf Theatre Project Title: Wharf Theatre Technical Upgrades View full application	£5,000.00
Applicant: Kennet & Avon Canal Trust (Devizes Branch) Project Title: Promotional equipment for Devizes Branch KA Canal Trust View full application	£500.00
Applicant: Great Cheverell New Pavilion Trust Project Title: Great Cheverell Pavilion Hearing Loop View full application	£2,000.00
Applicant: South Western Ambulance Charity Project Title: Lifting Chair for Devizes Community First Responder group View full application	£1,600.42

Total grant amount requested at this meeting	£11,725.42
Total capital funding allocated to Devizes Area Board 2019/20	£49,886.22
Total amount awarded so far, 2019/20	£13,919
Amount remaining if all grants are awarded as per report	£24,241.80

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 2019/2020 year is made to projects that can realistically proceed within a year of it being awarded.

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

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

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

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

Community Area Grants will give local community and voluntary groups, Town and Parish Councils 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
3426	Member's Initiative – Cllr Simon Jacobs	New No Cold Calling Zone signage for Devizes	£125.00
<p>Project Description: Residents of Broadleas Road in Devizes have consulted with neighbours and have agreed to establish a new No Cold Calling Zone in their street to help protect themselves from door to door callers. They have been supported in this by Wiltshire Council's Trading Standards team. The final part of setting up the NCCZ is putting up appropriate signage throughout the street. This needs to be bought from the supplier at a cost of 125.00 for 10 new signs.</p> <p>Input from Community Engagement Manager: Residents of Broadleas Road have been working with Trading Standards to set up their No Cold Calling Zone and I am happy that this has been done correctly. New signage is the final stage to set this up. Colleagues in Trading Standards are happy for this to go ahead. The supplier being used is the one recommended by Trading Standards. The minimum order of signs is 10 and Broadleas Road will only need 4. Therefore there will be 6 remaining signs that can be made available elsewhere in the town.</p>			
<p>Proposal That the Area Board determines the application for £125.00 towards new signage.</p>			

Application ID	Applicant	Project Proposal	Requested
3396	Devizes and Roundway In Bloom CUDS	CUDS - Clean Up Devizes - continued activities	£500.00
<p>Project Description: We have most of our equipment and our shed although breakages happen and need to be replaced so we now want to expand our work on neglected areas and encourage community participation in their upkeep. We are especially looking at doing more planting and seed-sowing in areas not tended at the moment.</p> <p>Input from Community Engagement Manager: CUDs are well-known throughout the area for helping clean up local neighbourhoods and make the town look attractive for particular events, such as the Devizes – Westminster Canoe Race. Providing the group with a further supply of equipment to carry out this role will enhance their capacity to do this.</p>			
<p>Proposal That the Area Board determines the application for £500.00 towards litter picking equipment.</p>			

Application ID	Applicant	Project Proposal	Requested
3404	Bromham Social Centre	Bromham Social Centre Kitchen Upgrade	£2,000.00
<p>Project Description: To upgrade the kitchen to make it suitable for all users. Replace formica type work surfaces with stainless steel add a commercial dishwasher, add a warming cabinet, replace the domestic cooker with a commercial one.</p> <p>Input from Community Engagement Manager: I have been sent a long list of the local organisations and events that take place in Bromham's Social Centre. This goes to show what a vibrant and well used community building this is. Having a new kitchen will allow these groups to provide better refreshments and catering and so a better service to the wider community.</p> <p>Proposal That the Area Board determines the application for £2,000.00 towards a new kitchen at Bromham Social Centre.</p>			

Application ID	Applicant	Project Proposal	Requested
3342	Wharf Theatre	Wharf Theatre Technical Upgrades	£5,000.00
<p>Project Description: We have sought a professional technical theatre company to quote for new lighting, sound and stage management equipment. This includes new LED lanterns, fitting new dimmer racks, DMX lines, stage communications, new speakers, new sound and lighting desks. All of which has had no significant upgrade since the theatre opened 40 years ago. The full scope of this work is over £100,000. We are phasing the works: first phase is lighting, second phase sound and third phase audio visual and stage improvements. In this application we are seeking funding for Phase 1 Lighting.</p> <p>Input from Community Engagement Manager: The Wharf Theatre in Devizes provides a wide range of performances across the year, including their own productions and hosting incoming events such as touring shows. Having better lighting equipment of their own will allow the venue to put on a better range of performances as well as bigger and better shows. Owning the equipment, rather than hiring it, will save the theatre money in the long-run and using modern, LED-based lighting should reduce energy bills.</p> <p>Proposal That the Area Board determines the application for £5,000.00 towards new lighting at the Wharf Theatre.</p>			

Application ID	Applicant	Project Proposal	Requested
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3326	Kennet and Avon Canal Trust (Devizes Branch)	Promotional equipment for Devizes Branch KA Canal Trust	£500.00
<p>Project Description: The Devizes Branch of the KA Canal Trust supports the Trust's charitable objectives in promoting the canal to the general public through our presence at community events and the provision of boat trips crewed by volunteers. We are seeking funding for promotional and educational equipment such as enlarged maps and photos for public display to enhance our presence at community events to meet our charitable objective and to attract new volunteers and members.</p> <p>Input from Community Engagement Manager: The Kennet and Avon Canal is a valuable resource for the town and wider area. Helping to raise awareness of it will benefit the area. This project brings opportunities to tie in with other initiatives, such as The Great West Way by showing off this asset within the town and attracting people to come and visit. This material can also promote volunteering with the Trust and highlight the health and wellbeing opportunities the canal brings.</p>			
<p>Proposal That the Area Board determines the application for £500.00 towards promotional material.</p>			

Application ID	Applicant	Project Proposal	Requested
3332	Great Cheverell New Pavilion Trust	Great Cheverell Pavilion Hearing Loop	£2,000.00
<p>Project Description: To install a hearing loop in the New Pavilion at Great Cheverell to enable inclusivity of all to make use of this valued community facility</p> <p>Input from Community Engagement Manager: The pavilion at Great Cheverell host a wide range of events and organisations as is seen within the application itself. The applicant is aware of a number of people who no longer attend some of these events because their hearing disability prevents them from enjoying them to the full. Having a modern hearing loop system will allow any users of the pavilion with hearing issues to take part in community events and not feel excluded.</p>			
<p>Proposal That the Area Board determines the application for £2,000.00 towards a new hearing loop.</p>			

Application ID	Applicant	Project Proposal	Requested
3348	South Western Ambulance Charity	Lifting Chair for Devizes Community First Responder group	£1,600.42

Project Description:

A Lifting Chair is a battery-operated mobile lifting chair that helps a fallen person up to almost standing position within a few minutes. Equipping a CFR with an emergency lifting chair will enable early assistance to a patient who has experienced a non-injury fall and reduce potential complications associated with long lies. This will also help ensure the most appropriate allocation of emergency services resources.

Input from Community Engagement Manager:

Non-injury falls are seen as a lower priority for ambulances when demand for them is high, so people who have fallen and cannot get back up but do not require medical assistance might have to wait. Equipping Devizes' Community First Responders with a lifting chair will allow them to attend these call-outs which will free up ambulances to deal with medical emergencies.

Proposal

That the Area Board determines the application for £1,600.42 towards a new lifting chair.

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

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