

AGENDA

Meeting: Westbury Area Board

Place: Online

Date: Tuesday 23 March 2021

Time: 2.00 pm

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Please direct any enquiries on this Agenda to Ben Fielding, Democratic Services Officer, direct line 01225 718656 or email benjamin.fielding@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Carole King, Westbury North (Chairman)
Cllr Russell Hawker, Westbury West
Cllr Gordon King, Westbury East

Cllr Suzanne Wickham, Ethandune (Vice-Chairman)

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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

Items to be considered

1. Chairman's Welcome and Introductions

The Chairman will welcome those present to the meeting.

2. Apologies for Absence

To receive any apologies for absence.

3. **Minutes** (*Pages 1 - 8*)

To confirm the minutes of the meeting held Online, on 11 February 2021.

4. Declarations of Interest

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

5. Partner Update - Dorset & Wiltshire Fire and Rescue Service

To receive a partner update from Dorset & Wiltshire Fire and Rescue Service.

6. Chairman's Announcements (Pages 9 - 14)

To receive the following announcements through the Chair:

- Wiltshire Independent Visitor Scheme
- Update on targeted COVID-19 community testing for asymptomatic people
- Stand as a unitary, town or parish councillor in May

7. **Area Board Funding** (Pages 15 - 18)

To consider the following applications for Community Area Grant funding:

- Edington Parish Council, £1,750, towards Car Park Lighting.
- Spurgeons Children's Centre, £200, towards Baby Bundles Storage
- Area Board Initiative, £1,550, towards Wiltshire Search and Rescue

8. Urgent items

Any other items of business which the Chairman agrees to consider as a matter of urgency.



MINUTES

Meeting: Westbury Area Board

Place: Online

Date: 11 February 2021

Start Time: 7.00 pm Finish Time: 8.45 pm

Please direct any enquiries on these minutes to:

Ben Fielding, Democratic Services Officer, (Tel): 01225718656 or (e-mail) benjamin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

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

Wiltshire Council Officers

Graeme Morrison, Community Engagement Manager Dom Argar, Technical Support Officer Ben Fielding, Democratic Services Officer

Town and Parish Councillors

Kathy Hutt, Dilton Marsh Parish Council

Partners

Richard Humphrey, Dorset and Wiltshire Fire and Rescue Service Sergeant Kevin Harmsworth, Wiltshire Police Inspector Simon Cowdrey, Wiltshire Police Phil McMullen, BA13 + Community Area Partnership Tina Devereux, POPCAN

Total in attendance: 17

| Minute No | Summary of Issues Discussed and Decision | |
|--------------|---|--|
| 1. | Chairman's Welcome and Introductions | |
| | The Chairman welcomed everyone to the meeting of the Westbury Area Board. | |
| | The Area Board observed a minute's silence in respect of the tragic car accident, which took place in Westbury, Friday 5 February. | |
| 2. | Apologies for Absence | |
| | Apologies for absence were received from Debbie Grimsey, Westbury Leigh Primary School. | |
| 3. | <u>Minutes</u> | |
| | <u>Decision</u> The minutes of the meeting held on 10 December 2020 were agreed as a correct record and would be signed by the Chairman at a later date. | |
| 4. | <u>Declarations of Interest</u> | |
| | Councillor Gordon King stated that whilst he had applied for membership for the governing body of Matravers School but has not yet been appointed. Councillor Gordon King confirmed that he would have a transparent and open mind when making decisions. | |
| 5. | Chairman's Announcements | |
| | The chairman gave the following updates: | |
| | Local Plan Review and Gypsy and Traveller Local Plan Consultations Covid-19 Community Led Housing | |
| 6. | Partner and Community Updates | |
| | The Area Board received and noted updates from the following partners: 6.a Wiltshire Police | |
| | The Area Board received an update from Sergeant Kevin Harmsworth and Inspector Simon Cowdrey on behalf of Wiltshire Police. The update covered the following matters: | |
| | Following the road traffic collision on Friday 5 February, an investigation is currently on-going ran by the collision investigation unit. The neighbourhood team are working with the families. | |

- There have been 15 Covid regulation breaches in Westbury, official numbers can be found on the police Facebook page regarding the sites involved, arrests and ticket numbers.
- The police are in regular contact with White Horse Medical Centre and there have been concerns regarding an overspill of traffic, with Leigh Park Community Centre being used as an overflow carpark. The medical centre has been encouraged to discuss with the Wiltshire Council Highways team a contingency plan for overspill traffic.
- A young female has been interviewed in relation to 10 activities of antisocial behaviour. Social services are now involved and there is a view to bring her into the justice system with policing moving to enforcement.
- The police supported speed watch 5 times during January, further details can be requested over email.
- The police are promoting a national counter-terrorism campaign, "Act Early". This campaign aims to provide online advice as due to restrictions people are spending a lot more time online.

6.b. Dorset & Wiltshire Fire and Rescue Service

The Area Board received an update from Station Manager Richard Humphrey on behalf of Dorset & Wiltshire Fire and Rescue Service. The update covered the following matters:

- Richard Humphrey paid respect to all those who were involved in the tragic accident that took place Friday 5 February, as well as to the emergency responders. This incident was included in the report as part of the agenda.
- The fire and rescue service is maintaining an emergency response and work has been altered to reduce face to face contact, however this has been maintained for the highest risk groups.
- Uniformed colleagues are supporting ambulance colleagues to crew ambulances with some also working as volunteer groups at vaccination hubs.

The following points were received in response to the update:

- In the report it was noted that there were 8 false alarms in February, however it was clarified that there was no evidence to suggest that this was detrimental to the service needs.
- In the Community Safety Plan there was mention of sharing buildings with the police to reduce costs, as well as possible closures and downgrading sites. It was clarified that this would not have an impact on Westbury fire station.

6.c. Parish and Town Councils

The Area Board received an update from Kathy Hutt on behalf of Dilton Marsh Parish Council. The update covered the following matters:

- Dilton Marsh Parish Council are continuing with basic general functions and are supporting people as and when needed.
- The Board were updated on a dangerous building located in Petticoat Lane. The wall of this building has now been knocked down and the road is currently closed.
- The Parish Council accepted 3 laptops from the Wiltshire Digital Drive, which can be used to support families.
- There have been some planning applications in the local area, such as at Fairwood Lakes Holiday Park and Standhold Lane, people were encouraged to take a look at these.
 - 6.d. CCG The Area Board noted the updates attached to the agenda.
 - 6.e. Health Watch The Area Board noted the update attached to the agenda.
 - 6.f. Chamber of Commerce No verbal or written update was provided.
 - 6.g. BA13 Community Area Partnership

The Area Board received an update from Councillor Carole King on behalf of the BA13 Community Area Partnership. The Update covered the following matters:

- As Chair of the BA13 Partnership, Councillor Carole King announced that
 after running since 2003, the organisation has decided to cease
 functioning. Reasons for this decision include that the group hasn't been
 able to meet or hold an AGM in 2020, as well as their being other groups
 that have established to provide positive outputs for the community.
- A full announcement will be published in the White Horse News and the organisation will look to publish information about how much grant money is left and can potentially be allocated.
 - 6.h. POPCAN (Penleigh Park Group)

The Area Board received an update from Tina Devereux on behalf of POPCAN. The update covered the following matters.

- Work has been done to build relationships online and the group has also been approached to work with Selwood Housing.
- Sheila Kimmins has taken up the role of chair of POPCAN.
- When the pandemic begins to ease, POPCAN is hoping for there to be drop-in sessions at the Community Centre, the first Tuesday of every month. POPCAN is also hoping to organise a "Get it off your chest" event, where people will be able to express any concerns that they might have.
- Sam Shore, POPCAN vice-chair, is a qualified youth worker and has secured funding for detached youth work to take place.

- There is a large stock of school uniforms left over from the "Pass it on" event, people are encouraged to get in touch regarding these.
- The annual pop-up fun day will not be taking place this year.
- POPCAN are considering getting a container to be placed on Penleigh park.

The Area Board noted that written updates had been received and are included in the agenda pack.

7. Community Engagement Manager Update

Graeme Morrison, Community Engagement Manager (CEM), provided an update on the Local Area Status Report. A written copy of the report can be found within agenda supplement 2. The presentation covered the following matters:

- The aim of the report was to establish emerging themes from Covid19 in order to act as a starting point for a recovery plan. There is a focus on impacts and ensuring community voice is included in the recovery plan process.
- Themed public meetings took place in December 2020, with a focus on the impacts on young people, older people, working age people and families as well as local businesses. Information was collected through an online survey which ran until January 2021.
- The information collected allowed headline findings of impacts to be produced for each of the four themes. Themes included an increase in mental health issues, deterioration of physical health, an increase in isolation and loneliness.
- Next steps included establishing a Local Covid Recovery Group, with meetings before the next Area Board to shape the recovery plan, which will be a live document. It is aimed that the recovery plan will be produced and then presented at the next Area Board.
- All those who attended the themed meetings will be invited to be part of the Local Covid Recovery Group, as well as anyone who would like to get in touch.

The following points were received in response to the presentation:

 It was queried when the final report would be completed. The CEM clarified that both of the documents will be live documents and aim to be finalised at the next Area Board meeting.

8. <u>Health and Wellbeing Management Group Update</u>

Graeme Morrison and Councillor Gordon King provided an update on the Health & Wellbeing Management Group. The update covered the following matters:

• The Health and Wellbeing Management Group had their first meeting on

- 19 January 2021, which included an opportunity to discuss the aims and objectives of the group as well as a networking session. The following objectives were identified: to improve access to services for older and more vulnerable people; to improve the general health of older and more vulnerable people; to reduce social isolation and loneliness.
- The group has decided to embark on a Digital Literacy and Connectivity project, which will involve identifying 30 older and more vulnerable people in the community who have no internet connectivity. These people will then be provided with a device along with training to get online as well as how to use the device to do things such as emails and online banking.
- The project will also identify a further 30 people of a similar age, who
 have a device but may not know how to use it. These people will be
 invited to join the training with the other 30 people.
- The project successfully applied for 5 laptops from the Wiltshire Digital Drive.

9. Community Area Transport Group

Councillor Carole King introduced the minutes from the CATG meeting held on 29 January 2021.

Resolved:

The minutes of the Community Area Transport Group meeting held on 29 January 2021 were agreed as a correct record and the Area Board agreed to move payment of the recommendations of the meeting.

10. Area Board Funding

The Board considered the funding requests as detailed in the report attached to the agenda.

a) Community Area Grants

1) Leigh Park Community Centre, £346.75, towards a fogger machine.

Debbie Cole spoke in support of a grant towards a fogger machine for Leigh Park Community Centre.

Decision

To award Leigh Park Community Centre £346.75 towards a fogger machine.

2) Bratton PCC, £5,000, towards Bratton church bells and tower restoration and refurbishment.

Peter Sharland spoke in support of a grant towards Bratton church bells and tower restoration and refurbishment.

Decision

To award Bratton PCC £5,000 towards Bratton church bells and tower restoration and refurbishment.

3) Open Westbury Foodbank, £5,000, towards Westbury area foodbank.

lan Cooper spoke in support of a grant towards Westbury area foodbank.

Decision

To award Open Westbury Foodbank £5,000 towards Westbury area foodbank.

b) Youth Funding

1) Matravers School, £4,000, towards wellbeing support for pupils returning from second school closure.

Councillor Suzanne Wickham spoke in support of a grant towards wellbeing support for pupils returning from second school closure.

Decision

To award Matravers School £4,000 towards wellbeing support for pupils returning from second school closure.

- c) Westbury Area Board Initiatives
 - 1) Councillor Gordon King, £3,700, towards Health and Wellbeing Group Digital Literacy Connectivity Project.

Councillor Gordon King spoke in support of a grant towards the HWB Group Digital Literacy Connectivity Project.

Decision

To award Health and Wellbeing Group £3,700 towards Digital Literacy Connectivity Project.

2) Councillor Suzanne Wickham, £4,600, towards IT support for Westbury Area Heads Group.

Councillor Suzanne Wickham spoke in support of a grant towards IT support for Westbury Area Heads Group.

Decision

To award Westbury Area Heads Group £4,600 towards IT support.

11. Urgent items

Councillor Carole King was congratulated for her chairing of the meetings over what has been a difficult year.

Councillor Russell Hawker was thanked for both his service as a councillor and for his work for the Area Board.

Agenda Item 6.

Chairman's Announcements

| Subject: | Wiltshire Independent Visitor Scheme |
|--------------|---|
| Web contact: | Email: Sheila.lupton@wiltshire.gov.uk IVScheme@wiltshire.gov.uk https://www.wiltshire.gov.uk/children-young-people-independent-visitor-scheme |

Wiltshire Independent Visitor Scheme provides independent befriending support to children in the care of Wiltshire Council. These are children who are fostered or living in other care settings, usually in Wiltshire but sometimes outside the county borders. It is a requirement that the council to provide an Independent Visitor service, but young people chose whether or not they wish to take up this offer. This means they are really motivated to take part!

Our volunteer Independent Visitors (IVs) play a really important role, visiting the young person they are "matched" with regularly, listening to them and taking an interest in their lives. They offer consistency, and quality, fun, one to one time. IVs make a long-term commitment to support a young person until they leave the care system, and often beyond this time.

We already have a fantastic team of almost 60 volunteer IVs, who are out supporting young people in the community. The scheme is very popular with young people and currently we have a waiting list of those waiting to be linked up with an IV.

These are some comments from young people in our scheme, talking about what having an IV means to them:

We are sharing our message with each Area Board, with the hope you can promote our volunteering opportunity and highlight the importance of this scheme. We don't want our young people to be kept waiting for a "match" and so we are keen to find the right volunteers in the places where they are needed. At present, we are particularly short of male volunteers, those who have experience of supporting children with more complex needs, and also volunteers who might be willing to travel further afield if needed (e.g. the south coast and Gloucester area). We want to find volunteers from Wiltshire if possible, in case young people move back in-county when they are older.

All volunteers will require an enhanced DBS disclosure. They should be over 18 and able to make a long-term commitment to meet with a young person for a couple of hours every three to four weeks. There is a requirement that all volunteers should be car drivers and be independent from Wiltshire Council (not a teacher, foster or residential carer or member of children's social care staff).

Volunteers are reimbursed for their travel and any visit expenses. The scheme also offers volunteers regular training and support.

How to register an interest

If you would like to know more about the IV Scheme, please visit

Email: IVScheme@wiltshire.gov.uk

Phone: Shelley Barnes on 01225 713897 or Deborah Welling on 01225 713980

[&]quot;She's very funny, very caring, if I am ever sad, she is someone to talk to".

[&]quot;She's brilliant, bubbly and nice to be around."

[&]quot;It's lovely to have somebody 'normal' to talk to outside of the system."

[&]quot;You get to do things you never knew about."

Chairman's Announcement

| Subject: | Update on targeted COVID-19 community testing for asymptomatic people |
|--------------|---|
| Web contact: | Email: Hayley.mortimer@wiltshire.gov.uk |

We will shortly be introducing the Government's COVID-19 rapid community testing initiative for specific groups of asymptomatic people in Wiltshire.

Our programme is primarily aimed at the following groups of people:

- Smaller businesses (50 employees or less) where staff are unable to work from home
- Early years staff based at private (non-maintained nurseries)
- Childminders

Our test sites will be at the following locations:

- Trowbridge County Hall
- Devizes Leisure Centre
- Salisbury Five Rivers Health and Wellbeing Centre
- Chippenham Monkton Park

Devizes will be the first to open on 18 February and the rest will soon follow. Until the other sites are open, the Devizes site will initially be the only one that people can book a place for.

Those in smaller businesses who cannot work from home, staff at private (non-maintained) early years settings, and childminders have been chosen because they are not currently involved in any other national mass-testing programme.

People will have to book to arrange an appointment and will not be tested if they have not done this.

The tests are self-administered and will take less than 15 minutes and results should be known within half an hour.

This is not to be confused with surge testing. Surge testing is increased testing (including door-todoor testing) and enhanced contact tracing in specific locations in England and is not currently taking place in Wiltshire.

Free testing continues to be available to everyone in Wiltshire who has COVID-19 symptoms – high temperature, continuous cough or loss of / change in taste or smell. People should visit www.nhs.uk/coronavirus or call 119 to book a test in that instance.

With regards to early years staff, we're very aware that due to the need to have the correct ratios at settings, that logistically it might be difficult for them to release staff to attend one of the testing sites. We completely sympathise with this, but at the moment this is the only way we are able to provide this testing service. We are speaking to representatives at national Government to see if more can be done and will update everyone should the situation change.

When used alongside other measures, this type of community testing has the potential to help reduce the spread of COVID-19 within communities.

However, should people choose to participate in the testing programme, it must be stressed that getting a negative test result is only a snapshot indication that the person tested didn't

Chairman's Announcement

have COVID-19 at that time. It is therefore not a passport to freedom and all other COVID secure measures must continue to be followed.

Anyone who receives a positive Lateral Flow Test result automatically activate legal obligations to self-isolate and may also claim for a Test and Trace payment if they are eligible. If we all continue play our part, then we can control the spread of the virus and help ease the pressure that our health and care services are under.

NHS Test and Trace is working with government departments, institutions and employers across both public and private sectors to support delivery of asymptomatic testing to large organisations, including those providing critical services. More information on this can be found at Register to order coronavirus tests for your employees - GOV.UK (www.gov.uk) More information, including comprehensive FAQs can be found at:

www.wiltshire.gov.uk/publichealth- coronavirus-testing

If you have any further questions, please don't hesitate to contact Hayley Mortimer, Public Health Consultant on hayley.mortimer@wiltshire.gov.uk or Jessica Ryan, Public Health Specialist, jessica.ryan@wiltshire.gov.uk

We will keep you updated on this work.

Chairman's Announcements

| Subject: | Stand as a unitary, town or parish councillor in May |
|--------------|--|
| Web contact: | Links provided below |

Stand as a unitary, town or parish councillor in May

Do you have the desire to help and become involved in your community? Do you have time to give?

Do you like a different challenge every day?

... If so, it might be time for you to stand as a local councillor.

Elections are taking place on 6 May 2021 for Unitary, Town and Parish Councils – it's not too late to be nominated! Unitary Elections

Find out more about what it is like to be a Wiltshire unitary councillor, by visiting <u>Becoming a councillor - Wiltshire Council</u> where you will find FAQs, including details of how to manage the role around work commitments. See a video from the <u>Local Government Association</u> about why you should consider standing.

The role can be flexible around existing commitments and unitary councillors are currently paid an allowance of £13,833 per year for spent on the role. A carers allowance is also available to help towards care for a dependent whilst you undertake some council duties, such as attending meetings.

Parish and Town Council elections

A parish councillor is immersed in the local community and it can be a really rewarding role. Find information and videos from parish councillors about their experiences with the National Association of Local Councils <u>Elections</u> — <u>#MakeAChange (nalc.gov.uk)</u>, or get in touch with your local parish council.

What next?

Details of how to run for election are available at:
For the unitary elections visit <u>Unitary elections - Wiltshire Council</u>
For the Town and Parish Elections visit <u>Town and parish elections - Wiltshire Council</u>

The <u>Local Government Association</u> and <u>Electoral Commission</u> also have lots of useful guidance.

| Report to | Westbury Area Board |
|-----------------|------------------------------|
| Date of Meeting | 23/03/2021 |
| Title of Report | Community Area Grant funding |

Purpose of the report:

To consider the applications for funding listed below

| Applicant | Amount requested |
|---|------------------|
| Community Area Grants | |
| Applicant: Edington Parish Council Project Title: Car Park Lighting | £1,750.00 |
| Applicant: Spurgeons Children Centre Project Title: Baby Bundles Storage | £200.00 |
| Applicant: Area Board Initiative Project Title: Wiltshire Search and Rescue | £1,550.00 |

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the <u>Area Board Grants Guidance</u>

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 2020/2021 year is made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
- 2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.



5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

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

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

8. Safeguarding Implications

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

9. Applications for consideration

| Applicant | Project Proposal | Requested |
|-------------------------|-------------------|-----------|
| Edington Parish Council | Car park lighting | £1,750.00 |

Project Description:

The car park which is near to the Edington Parish Hall is owned by the Edington Parish Council and was built using funds raised by the Parish Council. It has been identified in a recent Health and Safety audit undertaken by the Parish Hall that the car park which is the emergency assembly point for the Parish Hall does not meet the requirements as it has no lighting and no spill lighting from adjacent properties. Wiltshire planners have stated "There is clearly a safety need to have some form of lighting installed to serve the car park". We therefore wish to install lighting to not only meet the requirements of Health and Safety but also the needs of users of the car park in normal movement to and from the area.

Input from Community Engagement Manager:

This application fulfils the necessary criteria for a Community Area Grant.

Proposal

That the Area Board determines the application.

| Applicant | Project Proposal | Requested |
|---------------------------|----------------------|-----------|
| Spurgeons Children Centre | Baby bundles storage | £200.00 |

Project Description:

Spurgeons provides baby bundles for families in need. The bundles contain essential items for young families.

Westbury Methodist Church have kindly provided us with storage space to house the bundles while they are be prepared for allocation. Unfortunately the hall heating is off most of the time to save money. The church are unable to increase the amount of heating they pay for and this



unfortunately is causing the bundles to become damp. We would like to request a grant of £200.00 to provide funds to enable the church to heat the hall more frequently to avoid this damage to the baby bundles

Input from Community Engagement Manager:

This application fulfils the necessary criteria for a Community Area Grant. Subject to a capital/revenue swap with LYN funds.

Proposal

That the Area Board determines the application.

| Applicant | Project Proposal | Requested |
|-------------------|-----------------------------|-----------|
| Wiltshire Council | Wiltshire Search and Rescue | £1,550.00 |

Project Description:

Wiltshire Search and Rescue offer support to Police, Fire and Ambulance Services throughout the county.

The majority of callouts are to assist in looking for missing vulnerable people in urban and rural settings. 2020 saw a sharp increase in calls during the COVID19 pandemic. This project requires significant funding and this grant application will contribute to ensuring that the service can continue to operate in Wiltshire including in Westbury Community Area moving forward.

Input from Community Engagement Manager:

This application fulfils the necessary criteria for an Area Board Initiative.

Proposal

That the Area Board determines the application.

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

Report Author:

Graeme Morrison Community Engagement Manager 07986 365943 graeme.morrison@wiltshire.gov.uk