

## AGENDA

**Meeting:** MARLBOROUGH AREA BOARD  
**Place:** Kennet Valley Village Hall, Lockeridge, Marlborough, SN8 4EL  
**Date:** Tuesday 12 April 2011  
**Time:** 7.00 pm

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Including the Parishes of Aldbourne, Avebury, Baydon, Berwick Bassett & Winterbourne Monkton, Broad Hinton & Winterbourne Bassett, Chilton Foliat, East Kennet, Froxfield, Fyfield & West Overton, Marlborough, Mildenhall, Ogbourne St Andrew, Ogbourne St George, Preshute, Ramsbury & Axford and Savernake

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**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 opportunities will be available from 6:30pm.**

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Please direct any enquiries on this agenda to Kevin Fielding (Democratic Services Officer) on 01249 706612 / [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk) or Julia Densham (Community Area Manager) on 01249 706496 or [julia.densham@wiltshire.gov.uk](mailto:julia.densham@wiltshire.gov.uk).

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk).

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

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### Wiltshire Unitary Councillors

Peggy Dow	Marlborough East
Nick Fogg ( <b>Vice Chairman</b> )	Marlborough West
Chris Humphries ( <b>Chairman</b> )	Aldbourne & Ramsbury
Jemima Milton	West Selkley

## Items to be considered

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1. **Chairman's Welcome and Introductions** *(Pages 1 - 2)*

2. **Apologies for Absence**

3. **Minutes** *(Pages 3 - 30)*

- a. To approve and sign as a correct record the minutes of the meeting held on 8 February 2011.
- b. Matters arising from the last meeting.

4. **Declarations of Interest**

Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.

5. **Chairman's Announcements** *(Pages 31 - 38)*

To include, but not limited to, the following:

a. Digital Inclusion

b. Consultation on Wiltshire and Swindon Proposed Submission Draft Waste Site Allocations Development Plan Document (DPD)

c. Marlborough Health Fair, Marlborough Town Hall, Wednesday 11 May 2011 To note that posters and flyers are available from the Community Area Manager for this event.

6. **Partner Updates** *(Pages 39 - 48)*

To note the attached Partner updates and receive any further information partners wish to share:

a) Wiltshire Police

b) Wiltshire Fire & Rescue Service

c) NHS Wiltshire

d) Town and Parish Councils

e) Marlborough Area Development Trust (MADT)

f) Community Area Young Peoples Issues Group (CAYPIG)

7. **Disabled Young People**

Jan Bowra (Youth Development Worker, Wiltshire Council), will introduce a project she is currently running and respond to questions.

**8. Library Review Outcomes**

Joan Davis (Head of Library Services, Wiltshire Council) will inform the Area Board of the results of the Library Services Review and how this will effect the Marlborough Community Area. This will be followed by an opportunity to ask questions.

**9. Community Resilience - Town & Parish Council Emergency Plans (Pages 49 - 88)**

To consider whether the area board wishes to endorse and promote the concept of local emergency plans. Nick Bate, (Emergency Planning Officer, Wiltshire Council) will give a short presentation and answer any questions.

**10. Community Services Contract**

Helen Bourner (Director of Business Development, Great Western Hospitals NHS Foundation Trust), will provide information about the Great Western Hospital contract to run Community Services currently run by the PCT, (health clinics, community hospitals, maternity services and neighbourhood teams). This will be followed by an opportunity to ask questions.

**11. North Wessex Downs Area of Natural Beauty**

Oliver Cripps (Management Plan Co-ordinator and Sustainable Development Fund Manager), will provide information about the work of the NWAONB, and will respond to questions.

**12. Sustrans**

Alistair Millington (Wiltshire Area Manager), will give an overview of the path's history and relevance to local people, brief the Area Board on recent and proposed work to the path and draw attention to the Friends of the Railway Path Group that is currently being established.

**13. Community Area Transport Group**

The Chairman will update the meeting on the progress of the Community Area Transport Group priorities. (Report to follow)

**14. Community Area Grants Scheme (Pages 89 - 94)**

- a. The Chairman will give an update on the revised criteria for the year 2011/12.
- b. The Wiltshire Councillors will consider two applications to the Community Area Grants Scheme, as follows:

- Avebury Community Shop - £2,407 towards provision of electronic point of sale.
- Ramsbury & Aldbourne Bowls Club - £971 for purchase of junior bowls.

Copies of the completed application forms and grant application packs for the Community Area Grants Scheme are available from the Community Area Manager or electronically at

<http://www.wiltshire.gov.uk/areboardscommunitygrantsscheme.htm>

**15. Performance Reward Grant Application (Pages 95 - 98)**

To consider one expression of interest to the Performance Reward Grant Scheme, as follows:

Application from Wiltshire Police - Crime Detection through Ultra Violet scanning. As a joint initiative with Smart water technology Limited Wiltshire Police have offered members of Neighbourhood Watch schemes across the county Smart water property marking kits at a discounted price.

Smart water kits are individually unique and provide a direct link between the property marked and the lawful owner.

To be effective the Police require the facility to scan items for property marking such as Smart water or Selecta DNA.

The purpose of this initiative is to seek funds for the purchase of UV scanning torches for issue to Police Officers on operational duties.

**16. Area Board Projects (Pages 99 - 100)**

To consider the following applications for funding from the councillor-led Area Board Projects scheme:

- Adult Health & Social Care Event – up to £500 requested for ‘slipper exchange’ (50 pairs of slippers for exchange to the community).

**17. Any Other Questions**

The Chairman will invite any remaining questions from the floor.

**18. Evaluation and Close**

**19. Future Meeting Dates**

Tuesday 21 June 2011 – St Michael's School, Aldbourne.

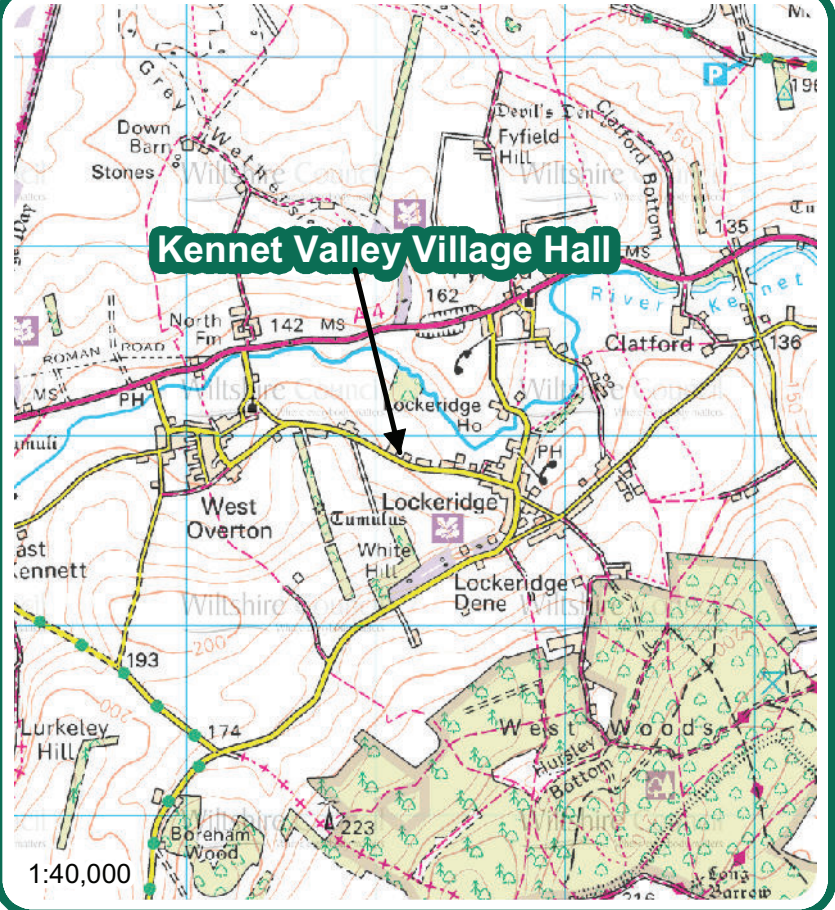
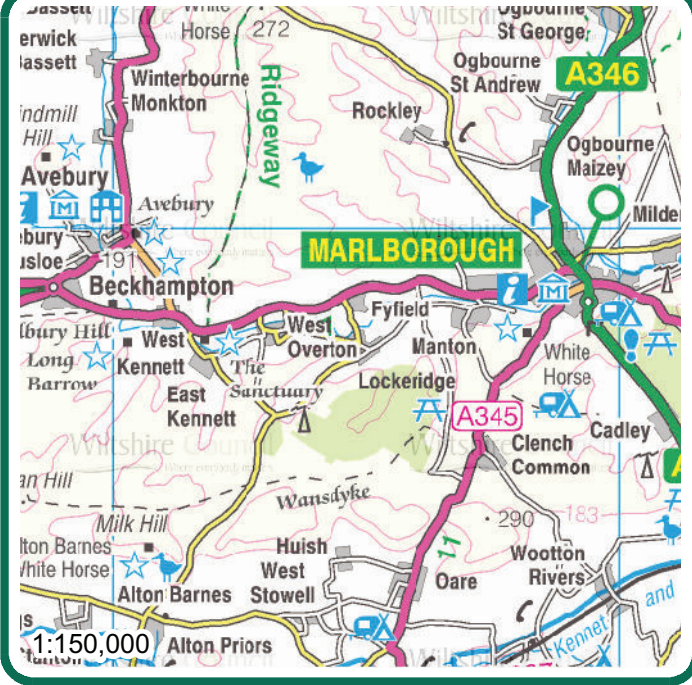
Tuesday 6 September 2011 – Marlborough Town Hall.

Tuesday 1 November 2011 – Broad Hinton Village Hall.

Tuesday 7 February 2011 – Kennet Valley Hall, Lockeridge.







**Kennet Valley Village Hall**  
**Lockeridge**  
**Marlborough**  
**Wiltshire**  
**SN8 4EL**


  
 Where everybody matters







# MINUTES

**Meeting:** MARLBOROUGH AREA BOARD  
**Place:** St John's School, Granham Hill, Marlborough, SN8 4AX  
**Date:** 8 February 2011  
**Start Time:** 7.00 pm  
**Finish Time:** 9.30 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer), Tel: 01249 706610 or (e-mail) [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Chris Humphries (Aldbourne and Ramsbury) (Chairman), Cllr Nick Fogg (Marlborough West) (Vice Chairman), Peggy Dow (Marlborough East) and Cllr Jemima Milton (West Selkley)

### **Cabinet Representative**

Cllr Lionel Grundy (Children's Services)

### **Officers**

Chris Graves (Service Manager)  
Julia Densham (Community Area Manager)  
Kevin Fielding (Democratic Services Officer)

### **Parish and Town Councils**

Marlborough Town Council – Andrew Ross & Guy Loosmore  
Aldbourne Parish Council – Alan Phizacklea  
Avebury Parish Council – M Bedford  
Baydon Parish Council – Tony Prior & Michael Edmonds  
Berwick Bassett & Winterbourne Monkton Parish Council – Bob Gutherson  
Broad Hinton & Winterbourne Bassett Parish Council – James Keith  
Chilton Foliat Parish Council – Nic Coome  
Fyfield & West Overton Parish Council – Mary Spender  
Ramsbury & Axford Parish Council – Sheila Glass

**Partners**

Wiltshire Police – Insp Andrew Noble

Wiltshire Police Authority – Gill Mortimer

Wiltshire Fire & Rescue Service – Mike Franklin

Marlborough and Villages Community Area Partnership – Rich Pitts

Marlborough Area Development Trust – Martin Cook

**Members of Public in Attendance: 7****Total in attendance: 46**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
36.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to St John's School. The Chairman then invited all the Wiltshire Council members including Cllr Lionel Grundy (Cabinet member for Children's Services), who was attending the meeting on behalf of Cllr Jane Scott OBE, the officers in attendance, and the Parish council representatives in attendance to introduce themselves to the meeting.</p>
37.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Joan Davies – Savernake Parish Council, Roger Swan – Ogbourne St Andrew Parish Council, Val Compton and Victoria Lara - Chair of the Chamber of Commerce.</p>
38.	<p><u>Minutes</u></p> <p>a. The minutes of the meeting held on 23 November 2010 were agreed as a correct record and signed by the Chairman.</p> <p>b. Matters arising – there were no matters arising.</p>
39.	<p><u>Declarations of Interest</u></p> <p>Agenda Item No.14a – Marlborough Town Council community area grant application.</p> <p>Cllr Peggy Dow – Prejudicial interest, Marlborough Town Council member, would leave the room when this application was discussed and voted on.</p> <p>Cllr Nick Fogg – Prejudicial interest, Marlborough Town Council member, would leave the room when this application was discussed and voted on.</p>
40.	<p><u>Chairman's Announcements</u></p> <p><b>Public Protection Enforcement Policy</b></p> <p>The Public Protection Service was reviewing its enforcement policy, and was seeking views from interested stakeholders.</p> <p>The policy dealt with the entire range of legislation administered by the Public Protection Service covering all environmental health and trading standards powers, as well as any relevant community safety and emergency planning</p>

	<p>laws.</p> <p><b>Waste Consultation Results</b> The consultation finished on 20 August 2010. All the area boards were thanked for their support throughout the consultation period.</p> <p><b>Local Flood Protection</b> Information was given in the event of flooding, and the Council's priority is to the elderly or infirm when assisting people and the protection of commercial property to prevent environmental pollution.</p> <p><b>Advance notice of Area Board consultation on Street Trading</b> Wiltshire Council's Licensing Committee considered a report of the future of street trading at its meeting on 30 November 2010.</p> <p><b>Outcome of the Leisure Facilities Review</b> Wiltshire Council's cabinet had considered the results of the extensive consultation exercise undertaken between July and October and approved a refined proposal.</p> <p>The Council would continue the on-going dialogue which had already been established with local community groups regarding the local management of facilities.</p> <p><b>Localism Bill - Proposed Changes to Arrangements Governing the Conduct of Councillors</b></p> <p>Information was given on the Government's Localism Bill, which was published on 13 December 2010, and made significant changes to the current arrangements governing the conduct of councillors in Wiltshire.</p> <p>Full versions of all of these announcements were available in the agenda pack.</p>
41.	<p><u>Partner Updates</u></p> <p><b>Wiltshire Police</b> The written update distributed with the agenda was noted.</p> <p>It was also noted that there had been a number of thefts from non-residential rural outbuildings, Wiltshire Police were more than happy to discuss crime prevention with any residents who may have concerns about this issue.</p>

**Wiltshire Fire and Rescue Service**

The written update distributed with the agenda was noted.

**NHS Wiltshire**

The written update distributed with the agenda was noted.

**Town or Parish updates**

Marlborough Town Council

Rich Pitts advised that Marlborough Town Council had met on the 26 January. This meeting had considered the impact of the Wiltshire Council parking strategy on the entire Marlborough community area as the villages of the area were dependant to parking in order to shop and conduct business in the town.

A report was tabled highlighting to the Area Board how expensive the new parking charges would be and to request that the Area Board support Marlborough Town Council in trying to get Wiltshire Council to reconsider the planned car parking increases for Marlborough as it would have a serious impact on the entire area.

Points made Included:

- It was cheaper to park in central Bristol than Marlborough.
- Shops in Hungerford were refunding car parking fees, encouraging shoppers to park and shop there. This was perhaps something that Marlborough Chamber of Commerce could look at.
- Wiltshire Council should look at pay as you leave car parks as an alternative to pay and display.
- On street car parking is very competitive in Marlborough with shoppers, workers and tourists all vying for the same parking spaces.

Cllr Lionel Grundy advised that:

- The parking tariffs in Marlborough had been set by the old Kennet District Council.
- Season tickets could be looked at as they are too expensive for many people who use the car parks to buy.
- Wiltshire Council car parking revenues are used to subsidise the rural bus

services, some 17% of residents do not have access to a car, this is an important service in a rural area.

- The Hillier's yard car park had a covenant that it must only be used for short stay parking, (two hours).

#### **Decision**

- **That the Marlborough Area Board would support Marlborough Town Council in trying to get Wiltshire Council to reconsider the planned car parking increases for Marlborough as it would have a serious impact on the entire area.**
- **That the Community Area Manager & Democratic Services Officer would confirm that the car parking tariff increases shown in the report were correct.**

#### **Fyfield & West Overton Parish Council**

Mary Spender (Fyfield and West Overton PC) advised that the parish council had spoken to the North Wessex Downs AONB concerning West Woods and any proposed Forestry sell-off plans: there still appeared to be no details available, but the AONB team promised to keep them informed of any discussions that might arise. The Woods are protected by AONB status and their special habitat (KDC's NR3), and also have extensive RoW 's throughout. Some members of the public had already asked if there was any risk to these popular Woods, but this was as much as anyone knew at the moment.

#### **Marlborough Area Development Trust**

Martin Cook advised that:

- The first phase of the new Community Area Plan had been completed.
- An audit of the existing plan had shown that it should not be taken forward.
- Public consultation would begin during March 2011 with full presentation of the plan at the end of 2011.
- It was agreed that the Area Board would receive regular written updates on the plan which would then be included in future agendas.

#### **Marlborough Downs Movies**

The written update distributed with the agenda was noted.

	<p>Ellie Vesey-Thompson, (UK Youth Parliament) advised that she would be seeking re-election to the UK Youth Parliament and that information on how to vote for Ellie and the other candidates could be found on:</p> <p><a href="http://www.sparksite.co.uk/entries/way_ukyp_elections_february_2011_meet_the_candidates_ellie">http://www.sparksite.co.uk/entries/way_ukyp_elections_february_2011_meet_the_candidates_ellie</a></p> <p>The Chairman thanked everybody for their updates.</p>
42.	<p><u>Marlborough and Villages Community Area Partnership</u></p> <p><b>Marlborough and Villages Community Area Partnership (MaVCAP)</b>  Rich Pitts, (MaVCAP Chairman) advised that the minutes of the previous MaVCAP meeting had now been circulated.</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The transfer management of the Community Area Plan project from the Community Area Partnership to the Area Board, and that the Area Board would liaise with MADT but ensuring that MAVCAP is copied in all correspondence.</b></li> </ul> <p>Rich Pitts advised that he would be standing down in terms of active development of MaVCAP with immediate effect, but would continue to deal with administrative matters with the Vice chair. A set of accounts would be produced at the end of February and a report of work undertaken and any other issues that need addressing.</p> <p>The Chairman thanked Rich Pitts for his update and his work with MaVCAP.</p>
43.	<p><u>Air Quality Management Plan</u></p> <p>Gary Tomsett ,( Environmental Control &amp; Protection Team Manager, Wiltshire Council) was in attendance to take any questions on the report from the Public Protection Service on the decision to declare an Air Quality Management Area (AQMA) for Marlborough.</p> <p>The report, (which was included in the agenda pack) concluded that an AQMA is required to cover an area of likely exceedence of nitrogen dioxide (NO<sub>2</sub>) levels in Herd Street / Barn Street, Marlborough.</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Marlborough Area Board endorsed the proposals in the</b></li> </ul>



**Detailed Assessment and agreed the draft Air Quality Management Order for Marlborough.**

44.

Police Authority Budget

Gill Mortimer - Wiltshire Police Authority gave a short power point presentation on the potential impact of the spending cuts on Wiltshire policing.

Points made included:

- Wiltshire Police Authority's annual budget of £107 million must be reduced by £15 million over the next four years to meet government spending cuts.
- Wiltshire Police was likely to lose up to 150 police officers and up to 200 police staff posts, but were committed to keeping officers on the streets and protecting the frontline as far as possible.
- Numbers of neighbourhood police would remain the same.
- New technology would keep officers on the beat fighting crime.
- Current helicopter arrangements with the air ambulance would continue until at least 2014.
- The Swindon and County divisional structures would be merged.
- Wiltshire Police Authority had compiled a questionnaire for the residents of Wiltshire to give their input as to funding cuts.

Questions from the floor included:

- How will Wiltshire Police maintain the same level of cover if they are losing 150 police officers?  
*A. The reduction will be through natural wastage, some 85 police officer posts have been lost through this. Wiltshire police are currently not recruiting any new officers, back office staff will bare the brunt of the cuts.*
- Cllr Jemima Milton requested that the community police woman for West Selkley be used to help police Avebury during the summer solstice rather than being sent to Stonehenge.
- Will Swindon based police officers attend incidents in the Marlborough area?  
*A. Yes, this already happens when resources are required.*

	<ul style="list-style-type: none"> <li>• It was noted how well valued the Community Beat Officers had become throughout the community area.</li> </ul> <p>The Chairman thanked Gill Mortimer and for the presentation and question and answer session.</p>
45.	<p><u>Engaging the Parishes</u></p> <p>Julia Densham,(Community Area Manager) presented a report on the outcomes of recent consultations with the parishes, (the full report was included in the agenda pack).</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• The Marlborough Area Board members were supportive of the creation of a Parish Forum.</li> <li>• The proposed Parish Forum would give the parishes the opportunity to work together, discussing common issues and topics.</li> <li>• The parishes having the opportunity to have a more “outward view”, challenging Wiltshire Council and holding them to account.</li> </ul> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Marlborough Area Board adopts the ten proposals.</b></li> </ul> <ol style="list-style-type: none"> <li><b>1. The mood of the meeting to be considered by the divisional member and if a divisional member chooses to vote against the mood of the meeting their reason should be given and minuted.</b></li> <li><b>2. The area board supports the formation of a parish forum.</b></li> <li><b>3. Agendas should be balanced in favour of local issues rather than corporate items.</b></li> <li><b>4. The area board consider limiting the number of items on future agendas to ensure local interest and greater input from attendees.</b></li> <li><b>5. The Chairman and Community Area Manager to work with council officers to ensure that presentations are shorter and better prepared.</b></li> </ol>

	<p><b>6. The Democratic Services Officer to note the requests for more comprehensive minutes and better agenda descriptions.</b></p> <p><b>7. Parish councils to be invited to ask their councillors to sign up individually to the Community Area Network (CAN) to ensure the speedy delivery of Marlborough Area Board information.</b></p> <p><b>8. The community area manager to work towards better formats for the distribution of information via e-newsletters.</b></p> <p><b>9. Information about the Community Issues process and how issues are handled is sent to parish councils so that their views are recorded.</b></p> <p><b>10. These meetings to better engage the parishes to be repeated in one year to gauge their success and to make further recommendations.</b></p> <p><b>Note: Area Board members felt that they would like to explore an eleventh proposal that would tie the parishes in, asking what they, (the parishes) could do to work more closely with the Area Board.</b></p> <p>The Chairman thanked the Community Area Manager for her report.</p>
46.	<p><u>Youth Transport Mapping and Gapping</u></p> <p><b>a. Youth Transport Task and Finish Group - 'Transport to Go!'</b></p> <p>Julia Densham, (Community Area Manager) presented a report on the outcomes of the Youth Transport Task Group, a group of volunteers, officers and youth workers who had offered to work on the project when the task group was formed at the area board meeting in June 2010.</p> <p>The 'Dreams and Wishes' survey, commissioned by the Marlborough and Villages Community Area Partnership, reported that most young people wished to access affordable transport into Marlborough and Swindon. Alongside this, Wiltshire Council co-hosted a conference in Devizes in February 2010 entitled 'Move It' to bring together young people and transport providers to consider the issues young people face when trying to use public transport. As a result of this conference, Wiltshire Council gave approximately £5,000 to each area board to explore ways in which these issues could be addressed. Marlborough Area Board received £4,547.</p> <p>Given the extremely short time scales (the pilot was to last 4 months), the task group decided to select specific events to which transport could be offered. This</p>

included films and events at St John's School, Bluz n Zuz discos in Marlborough, events arranged through the Youth Development Centre (ice-skating and bowling in Swindon) and the Slum Survivor project in Marlborough.

(The full report is attached to these minutes).

#### **Decision**

- **That Parish councils encourage the formation of their own youth committees, in conjunction with local youth clubs, to organise their own transport to events.**
- **Village/parish councils consider the wide variety of youth transport opportunities.**
- **Village/parish councils consider the needs of low-income / single parent / no-vehicle families.**
- **That the remaining youth transport budget (£3331) to be ring-fenced for any future youth transport schemes within the community area, including those considered by the Marlborough Community Area Transport Group.**

The Chairman thanked The Community Area Manager for her report.

#### **b. Report on Transport and Young People in the Marlborough Community Area.**

Liam Tatton-Bennett presented a report that highlighted young peoples transport issues and needs across the Marlborough community area.

The report recognised that transport was a key issue for young people living in Wiltshire and to address this issue locally, the Marlborough Area Board commissioned a Transport Working Group to look into addressing this issue in partnership with local communities' charity Community First.

(The full report was included in the agenda pack).

#### **Decision**

- **That the Marlborough Area Board accepts the findings of the reports and agrees with the recommendations of Liam Tatton-Bennett.**
- **To continue efforts with St. John's School to bring together a School minibus, parent volunteer drivers / chaperones, and young**

	<p>people at the School to bring about the provision of a facility which enables young people based in and close to Marlborough to travel to events which they cannot access easily at present</p> <ul style="list-style-type: none"> <li>• To further efforts in Ramsbury to bring together the Ramsbury Community Bus, parent volunteer drivers / chaperones and young people in Ramsbury and Axford to bring about the provision of a facility which enables young people based in and close to Ramsbury to travel to events which they cannot access easily at present</li> <li>• To pursue efforts in Ramsbury to involve local young people in gathering, designing and publicising public bus information in partnership with Wiltshire Council and also in lobbying for bus shelters in the area in partnership with Ramsbury Parish Council.</li> </ul> <p>The Chairman thanked Liam Tatton-Bennett for his report.</p>
47.	<p><u>Local Health Forum</u></p> <p>Cllr Jemima Milton gave an update on the proposed Marlborough Health Fair at Marlborough Town Hall, Wednesday 11 May 2011.</p> <p>The fair would promote local health care services and engage with local people to identify their needs and would also:</p> <ul style="list-style-type: none"> <li>• Raise awareness of services at Savernake Hospital, Great Western Hospital, GP surgeries, dentists, pharmacies, patient participation groups and other support services.</li> <li>• To raise awareness between services.</li> <li>• NHS Wiltshire would be present to carry out blood pressure checks for attendees.</li> <li>• To consider the stated needs of local people alongside multi-agency research data to deliver what people want/need.</li> <li>• To investigate area board health priorities for the next year</li> </ul> <p>A report, including final costs of the project will be reported to the area board meeting on 21 June 2011.</p>

	<p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Marlborough Area Board supports the Marlborough health fair and underwrite funding of up to £1,000 for the event.</b></li> </ul>
48.	<p><u>Visiting Cabinet Representative</u></p> <p>Cllr Lionel Grundy was attending the Area Board in Cllr Jane Scott's place which had been previously advertised. He gave a brief overview of his cabinet responsibilities, (Children's Services), which covered schools and learning, social care services and commissioning &amp; performance.</p> <p>Points made by Cllr Grundy included:</p> <ul style="list-style-type: none"> <li>• There had been huge changes throughout local government since the coalition government had come to power.</li> <li>• The number of schools opting for academy status was now starting to take off.</li> <li>• The selling of goods and services to schools was set to change, with Wiltshire Council having to compete with other providers in giving the best services and goods.</li> <li>• Well done to the Area Board for its work on the Youth Transport Plan, It was agreed that the Youth Transport report would be sent to Cllr Richard Gamble, (Portfolio Holder for Public Transport, Wiltshire Council).</li> </ul> <p>Questions from the floor to Cllr Grundy.</p> <ul style="list-style-type: none"> <li>• Should the current CRB check process be simplified to a single check that would cover all voluntary organisations and work situations. <i>A. Yes, the current system is a long drawn out process that often makes potential volunteers reluctant to get involved, hopefully a more rational system would be introduced.</i></li> </ul> <p>A list of questions and answers submitted for Cllr Scott are attached to these minutes.</p>

49.

### Funding

1. The Wiltshire Councillors considered nine applications to the Community Area Grants Scheme 2010/11, as follows:

**Note: Cllrs Peggy Dow and Nick Fogg had declared prejudicial interests and had left the room.**

Representation was made by Liam Costello on behalf of Marlborough Town Council.

Representation was made by Tony Prior on behalf of Baydon Parish Council.

Representation was made by Bill Buxton on behalf of Winterbourne Monkton and Berwick Bassett Parochial Church Council.

Representation was made by Linda Crawshaw on behalf of Little Dragons Pre-School.

Representation was made by Sarah Condie on behalf of We love Marlborough.

Representation was made by Martin Cook on behalf of the Marlborough Area Development Trust.

Representation was made by Caroline Terrett on behalf of Wagtails Before and After School Club.

Representation was made by David Arnold on behalf of Ramsbury Neighbourhood First Responder Team.

Representation was made by Sheila Glass on behalf of Ramsbury and Axford Parish Council.

### **Decision**

**Marlborough Town Council was awarded £5,000 to upgrade the audio-visual system in Marlborough Town Hall.**

### ***Reason***

***The above application met the Community Area Grant criteria for 2010/11 and the application demonstrates direct links to the 2004-2014 Marlborough Community Plan in the following sections: to increase the number of appropriate cultural venues, to encourage community events that create a sense of pride and well-being and to involve young people in activities.***



**Note:** Cllrs Peggy Dow and Nick Fogg had now returned to the room.

**Decision**

**Baydon Parish Council were awarded £2,977 to provide various safety aspects related to the parish council play area with the condition that should S106 'open space' funds become available for this project, Baydon Parish Council will return the £2,977 back to the Marlborough Area Board.**

***Reason***

***The above application met the Community Area Grant criteria for 2010/11 and the application links to the 2004-2014 Marlborough Community Plan under the following sections: to use leisure facilities to engage young people to have a sense of belonging and pride of place and to increase numbers of young people engaging in activities.***

**Decision**

**Winterbourne Monkton and Berwick Bassett Parochial Church Council were awarded £810 to provide 4 tables and 12 chairs to furnish the new community room.**

***Reason***

***The above application met the Community Area Grant criteria for 2010/11 and the application links to the 2004-2014 Marlborough Community Plan under the following sections: to encourage community events that create a sense of pride and well-being and to increase numbers of young people engaging in activities.***

**Decision**

**Little Dragons Pre-School were awarded £991 to provide 4 pieces of outdoor play equipment.**

***Reason***

***The above application met the Community Area Grant criteria for 2010/11 and the application links to the 2004-2014 Marlborough Community Plan under the following section: maintain the viability of village primary schools by providing high-quality child care provision that brings children into the pre-school and in turn to the village primary school that currently has vacancies.***

**Decision**

**We Love Marlborough were awarded £861 to provide exhibition materials and promote the Children's Arts Festival exhibition in Marlborough Town Hall with the condition that a written report is brought back to the 12 April 2011 Area board meeting.**

***Reason***

***The above application met the Community Area Grant criteria for 2010/11 and the application links to the 2004-2014 Marlborough Community Plan under the following sections: to continue to raise the profile of arts and crafts together with artists and makers, encourage community events that create a sense of pride and well-being, to use leisure and cultural activities to engage young people who may have no sense of belonging or pride of place and to involve young people in activities.***

**Decision**

**Marlborough Area Development Trust were awarded £1,391 to run a community fair during National Science and Engineering Week.**

***Reason***

***The above application met the Community Area Grant criteria for 2010/11 and the application links to the 2004-2014 Marlborough Community Plan under the following section: to encourage community events that create a sense of pride and well-being and expanding the use at St John's School as a community college.***

**Decision**

**Wagtails Before and After School Club were awarded £995 to expand the club's stock of games and equipment.**

***Reason***

***The above application met the Community Area Grant criteria for 2010/11 and the application links to the 2004-2014 Marlborough Community Plan under the following sections: to increase numbers of young people engaging in activities. The Baydon Village Plan also states that residents would like to see an expansion and development of all children's groups and clubs in particular after school clubs.***

**Decision**

**Ramsbury Neighbourhood First Responder Team were awarded £3,400 to purchase and install 4 community Public Access Defibrillators and provide CPR, first aid and cPAD training with the condition that a representative comes back to the area board in six months time to give an update on this project.**

**Reason**

***The above application met the Community Area Grant criteria for 2010/11 and project demonstrates a link to Wiltshire Council's priorities in the Local Agreement for Wiltshire that aims to help communities to help themselves, and to build 'resilient communities' through enabling people and communities to build skills, abilities, knowledge and confidence to take effective action and play leading roles in the development of their communities and so enhance their quality of life.***

**Decision**

**Rambury and Axford Parish Council were awarded £2,217 to replace the slide at the Whittonditch play area.**

**Reason**

***The above application met the Community Area Grant criteria for 2010/11 and the application links to the 2004-2014 Marlborough Community Plan under the following sections: to provide leisure facilities that to engage young people who may have no sense of belonging or pride of place and to increase numbers of young people engaging in activities.***

2. The Marlborough Area Board considered whether to delegate authority to the Community Area Manager, in consultation with the area board unitary members, to deal with specified contingent matters between meetings.

The proposal to grant delegated power to the Community Area Manager would enable urgent decisions provided any expenditure does not exceed £1,000 from the budget delegated to the area board. The details of the decision would then be reported to the next meeting of the board to ensure transparency.

The delegated power would only be used for matters of urgency which could not wait until the next meeting of the area board and would not be used as a matter of routine. The majority of decisions would continue to be taken at a public meeting

	<p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Marlborough Area Board approves to delegate authority to the Community Area Manager, in consultation with the area board unitary members, to deal with specified contingent matters between meetings provided any expenditure does not exceed £1,000 from the budget delegated to the area board.</b></li> </ul>
50.	<p><u>Any Other Questions</u></p> <p>The Chairman invited any remaining questions from the floor.</p> <p>Is it correct that the No.70 bus service was to be terminated by the Wilts &amp; Dorset bus company?</p> <p><i>a. Yes, but the Stagecoach bus company have confirmed that they will now be running No.70 service as a commercial basis and that the CAM would investigate this service and obtain further information.</i></p> <p>Could future area board meetings at St John's School have better signage to the location?</p> <p><i>a. Noted.</i></p> <p>Pewsey Road bridge, better signage please as it is unclear that the bridge is open in a reduced capacity and which way the one-way traffic can flow over the bridge.</p> <p><i>a. The CAM will look into this.</i></p> <p>Would the Marlborough Area Board support an environmental impact survey being carried out on the proposed Great Stones Walk route which would run through the Marlborough community area?</p> <p><i>a. The recommendation would be forwarded to the Friends of the Ridgeway supporting them carrying out an environmental impact survey on the proposed Marlborough route.</i></p>
51.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everybody for attending and requested that the pink evaluation sheets were filled out.</p>
52.	<p><u>Future Meeting Dates</u></p> <p>To note that future meetings of the Marlborough Area Board will take place on:</p> <p style="text-align: center;">Tuesday 12 April 2011 - Kennet Valley Village Hall, Lockeridge</p>

	<p>Tuesday 21 June 2011 - Venue to be confirmed Tuesday 6 September 2011 - Marlborough Town Hall, Tuesday 1 November 2011 - Broad Hinton Village Hall Tuesday 7 February 2012 - Kennet Valley Village Hall, Lockeridge</p>
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Questions for Cllr Jane Scott – 8 February, Marlborough Area Board Meeting

Question

Elimination of landfill in this Area.

“As you know in the West the new plant at Westbury and in the South the Grundon plant at Colnbrook are designed to eliminate landfill. In this area there was a joint exercise with SBC which has come to nought. My question is, what technology is now being adopted by Wiltshire Council”

Answer

*The Council has a goal in the corporate plan of reducing landfill to 25% or less of all municipal solid waste (MSW) by 2014. (MSW is all the waste collected by the council.)*

*In 2002/03 about 80% of Wiltshire’s waste was sent to landfill. Since then we have made much progress. During 209/10 the proportion of waste sent to landfill was less than 50% for the first time. In 2010/11 we expect our landfilled tonnage to be about 37%.*

*The main components of this improvement to date are as follows :-*

- *Waste reduction – our MSW tonnage peaked in 2004/05 at about 265,000 tonnes. This year we expect a total tonnage of about 240,000.*
- *Increase in recycling - about 40% of Wiltshire’s household waste is recycled, compared with about 20% in 2002/03*
- *Other diversion projects – this year we will send about 8000 tonnes of wood waste to energy production and 50,000 tonnes to the Colnebrook energy from waste incinerator.*

*Two further projects are close to implementation. The Westbury MBT plant is likely to be fully operational by 2012/13 and the council’s cabinet has approved further changes to waste and recycling collections, which should lead to a 50% recycling rate for household waste.*

*With these measures in place, we should achieve a landfill rate of well below 25%.*

*Since the termination of the Swindon project, the Council has been reviewing the need for a further project to divert waste from landfill. However, the decision to go ahead with the above projects, coupled with progress to date and the fact that waste tonnage has not grown as feared about 10 years ago,*



*mean that Wiltshire should achieve a very low landfill rate without the need for a further project, at least in the foreseeable future.*

*Due to falling tonnages elsewhere, waste from East Wiltshire is being sent to the Colnebrook plant and some will probably be sent to the Westbury plant.*

*The Council is intending to review its longer term waste strategy shortly.*

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#### Question

"There has been a significant fall in demand/price paid for recycled materials and this has undoubtedly led to the appalling mess generated at the recycling centre in George Lane due to insufficient collections and management.

At present we have some recycled materials collected whilst other materials have to be transported to recycling centres.

With the increased pollution generated by people having to travel (by car) regularly to the recycling centre, is it not time to abandon this process and introduce a scheme whereby all recycled materials can be collected from households in line with existing weekly/bi-weekly collections undertaken"

#### Answer

*Our contractors report that recycle prices are fairly steady at the moment, apart from glass, which is low.*

*Recycling sites such as George lane, Marlborough, which have bins for plastic bottles and card, are subject to big fluctuations in use, with an enormous peak during the period after Christmas. The bins are emptied daily, but fill up very quickly. Whilst every effort is made to keep up during peak periods, this is not always possible. Residents are asked to delay visiting these sites at peak times if at all possible.*

*Two service improvements are likely to help with the situation at George Lane car park.*

*The first is the council's decision last October to introduce a fortnightly kerbside collection of plastic bottles and card, a component of the changes to waste and recycling collections in Wiltshire which were consulted upon during Summer 2010.*

*The second is the proposal by the council to open a household recycling centre at Salisbury Road Business Park, Marlborough. This will have larger*

*bins for plastic bottles and card, plus compression equipment. The site has a crew who will monitor demand and arrange collection of filled bins. This will replace the facility at George Lane car park. Site works at the household recycling centre are nearing completion.*

*The household recycling centres collect a very wide range of material, from car oil and batteries to wood. It would not be possible to collect all of these at kerbside, but the council is proposing to collect the material most commonly available for recycling.*

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#### Question

*"Will the Localism Bill have any impact at the small Parish Council level?"*

*"In the run up to the June 2009 unitary council election - Cllr Scott called for Councillors to act as "local champions". It is clear that the Localism Bill means that the role of mentor to Parish and Town Councils is now key to the success of the process. What steps are the Cabinet taking to provide both training and encouragement to Wiltshire Councillors to support and motivate PCs and TCs to look beyond getting the grass cut".*

#### Answer

*Since Cabinets approval in February 2010 to progress with Service Delegation Pilots, officers have worked with and continue to work with Town and Parish Councils on a range of potential delegations both large and small.*

*Many have combined an asset transfer or lease of an asset with the delegation of the service associated with its maintenance. The first of these to come to fruition was the transfer of the Castlefields Country Park (Calne) and its maintenance to Calne Town Council, approved by the Calne Area Board in October 2010.*

*On a smaller scale the South Western Area Board approved the transfer of allotments in Tisbury to the Town Council also in October 2010.*

*The Melksham Area Board approved the transfer of a sports field and pavilion to Melksham Without Parish Council who will assume full maintenance of the pitches, administer the bookings and receive the income.*

*Currently there are two major projects in progress: the potential transfer of Monkton Park, Chippenham to Chippenham Town Council, and the potential delegation of City cleaning services to Salisbury City Council.*

*Work also continues with other Town and Parish Councils involving the transfer of allotments, maintenance of highway verges and cleaning of public conveniences.*

*Providing financial support to Town and Parish Councils that have taken on delegated service has always been a key concern and in October 2010 Cabinet approved arrangements for the funding of delegated services.*

*The process is ongoing and Councils interested in taking on delegated services should contact Bob Chequer the project manager.*

*Following discussions at the Market Towns Meetings, a joint working group has been formed to examine the potential for the forward planning of service delegations and the development of capacity and infrastructure within local councils to deliver delegated services.*

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#### Question

These questions are asked on behalf of Home-Start Kennet:

"Services such as ours were previously funded at County level because they were considered to support statutory services. Our grant is now being cut. Will area boards be encouraged to fund local groups, such as ours, to ensure local families in need are not further disadvantaged? Are we eligible to apply for funding support? How might area boards help us convert the goodwill we know exists in the local community we have served (Kennet District) into sustainable financial support?"

#### Answer

*The grants criteria adopted by the Council does not allow Boards to fund the running costs of local organisations – so we cannot replace core funding that has been withdrawn. However, Area Boards can and will consider specific*

*projects that benefit the community area but this must be a new, separate, time-limited project that relates solely to the community area concerned and not existing countywide services presented as a local project.*

Question

What is the current remuneration for Wiltshire Council's CEO, deputy and chief officers?

Answers

<b>Name</b>	<b>Post Title</b>	<b>Current Salary</b>	<b>Salary Range</b>
<i>Mr A Kerr</i>	<i>Chief Executive</i>	<i>£183,000.00</i>	<i>£171,000 - £189,000</i>
<i>Ms MM Rae</i>	<i>Director – Public Health &amp; Well Being</i>	<i>£118,433.00</i>	<i>£118,433 - £130,556</i>
<i>Dr C Brand</i>	<i>Director - Resources</i>	<i>£130,556.00</i>	<i>£118,433 - £130,556</i>
<i>Mrs C Godfrey</i>	<i>Director – Children &amp; Education</i>	<i>£130,556.00</i>	<i>£118,433 - £130,556</i>
<i>Mr M Boden</i>	<i>Director – Neighbourhood &amp; Planning</i>	<i>£122,477.00</i>	<i>£118,433 - £130,556</i>
<i>Mrs S Redmond</i>	<i>Director - Community Services</i>	<i>£130,556.00</i>	<i>£118,433 - £130,556</i>

How many of the 240 managers have been made redundant to date by Wiltshire Council?

*221 posts are being deleted overall – to date 100 managers have left Wiltshire Council on voluntary redundancy and 41 posts are vacancies.*

Have there been any voluntary redundancies from this group?

*All redundancies so far are on a voluntary basis.*

When is it anticipated that the 240 will have left the Council?

*End of March.*

## Question

Some months ago Niki Lewis announced need for £500K cut in library funding. Question: Why was there no consultation with the PCs affected by the reduction of library services to a volunteer basis. I understand that Aldbourne will have RFID technology imposed but this should have been discussed beforehand as there are better and cheaper solutions more beneficial to the residents. As it is Wiltshire Council appears to have spent £500K to save £500K.

## Answer

*The Library Review started just over a year ago and focussed on creating a strong vision for the future of the service but at the same time taking account of the need to make £500,000 saving. As part of that process members of the Senior Library Management Team visited every Area Board to talk about what people wanted from their Libraries in the future. There was also other extensive consultation including over 20 focus groups, simple cards available to fill in in libraries and information on the website. Extensive consultation was undertaken to users and non-users of the service.*

*Unfortunately, just before the Libraries Review concluded we were faced with a very fast changing budget situation. The Comprehensive Spending Review has required the Council to make much more significant cost-saving and the Library Service had to be included in that. The Service has seen some management reduction like the rest of the council and had to increase its cost savings to 12% of its budget.*

*Our proposal is to run the 10 smaller libraries, which do around 3% of the total business of the Library Service, in partnership with volunteers. It does not mean handing the Libraries over to be run by the community but means maintaining professional librarian input, maintaining the book stock and ensuring all of the back office running of the Service is undertaken by a paid member of staff. In order to maintain the opening hours of our libraries we will be looking for volunteers to help with running the front of house and keeping the Library opening hours as they currently are.*

*RFID technology (self service machines as you may well know them) are widely used across the country and enable staff to use their time helping people in libraries rather than scanning and stamping books. They are now much more sophisticated machines and may well be used for a range of Council payments to be made in the future, again enabling libraries to offer other services to the community. Finally, we are trying to ensure that no libraries in Wiltshire have to close – we feel this is the best way forward.*



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## Agenda Item No.5a

### Marlborough Area Board 12 April 2011

#### Chairman's Announcements

##### Digital Inclusion

Wiltshire Council's business plan for 2011-15 has prioritised a number of areas for investment, of which Digital Inclusion and supporting the rollout of superfast broadband for both business and home users is a key area. The Council has set the ambitious target of enabling 85% of all premises to be able to access superfast broadband (possibly 95% with additional funding) and for all premises able to receive standard broadband by 2015.

To help understand existing coverage and the requirements for the future, Wiltshire Council will be launching a superfast broadband survey for home and business users between 26 April and 3 June. This will allow people to say what types of services they can currently access over internet and how well their service performs. The survey will also ask about their views for getting superfast broadband in their community the future. This information will allow the Council to better understand the demand for this service and where it will need to prioritise investment.

The council is keen to get as many responses as possible to help inform its rollout plans over the next 4 years.

The survey will be available on-line and also available as a printed document. Details are available from:

[www.wiltshire.gov.uk/digitalinclusion](http://www.wiltshire.gov.uk/digitalinclusion)

Printed versions can be requested by calling and asking for the digital inclusion survey from the start date of the survey - 0300 456 0100

Results of the survey will be shared on the Council web site in July, via the same link.



**Marlborough Area Board 12 April 2011**

**Agenda Item No.5b**

**Chairman's Announcement**

**Consultation on Wiltshire and Swindon Proposed Submission Draft Waste Site Allocations Development Plan Document (DPD)**

Wiltshire Council is updating its policy framework to ensure that future proposals for waste development in Wiltshire are for the right types of facilities in the right locations. Consultation will commence in June 2011 for 8 weeks on a draft Waste Site Allocations Development Plan Document (DPD) (starting 13 June 2011 and closing at 5pm 5 August 2011).

The consultation document allocates a range of sites for a variety of potential waste uses to provide a flexible and responsive framework that will enable waste to be driven up the waste hierarchy - i.e. reducing our dependence on landfill, with a greater focus on recycling and composting of waste. The majority of sites identified are on land currently in use by existing waste management facilities or current/proposed industrial areas (list of sites and map attached).

Once the consultation period has closed, the draft Sites DPD, the supporting evidence base and all comments received during the consultation will be submitted to the Secretary of State (following Full Council approval) for independent examination.

This DPD forms the final key document in the policy framework for the provision of waste sites within Wiltshire and Swindon, which includes:

- Wiltshire and Swindon Waste Core Strategy (adopted July 2009)
- Wiltshire and Swindon Waste Development Control Policies Development Plan Document (adopted September 2009)

The draft Sites DPD will be available from the start of the consultation period (13 June 2011). The Council encourages anyone wishing to view and comment on the consultation document to use the council's consultation website:

<http://consult.wiltshire.gov.uk/portal>

Hard copies of the documents will also be available for inspection at Wiltshire Council and Swindon Borough Council main offices as well as all libraries throughout the County and Borough. For further information please contact the Minerals and Waste Policy Team at Wiltshire Council by telephone (01225 713429) or email: [mineralsandwastepolicy@wiltshire.gov.uk](mailto:mineralsandwastepolicy@wiltshire.gov.uk).

**Note:**

For minerals and waste matters, Wiltshire Council prepares its policy framework jointly with Swindon Borough Council.

**Abbreviations:**

<b>HRC</b>	Household Recycling Centre	<b>C</b>	Composting
<b>MRF/ WTS</b>	Materials Recovery Facility/Waste Transfer Station	<b>T</b>	Waste Treatment, e.g. <ul style="list-style-type: none"> <li>• Mechanical Biological Treatment (MBT)</li> <li>• Anaerobic Digestion (AD)</li> <li>• Energy from Waste (EfW)</li> </ul>
<b>IWR/T</b>	Inert Waste Recycling and Transfer	<b>L</b>	Landfill
<b>LR</b>	Local Recycling		

**Wiltshire and Swindon Proposed Submission Draft Waste Site Allocations DPD  
Proposed Waste Site Allocations**

<b>Community area</b>	<b>Proposed waste site</b>	<b>Proposed waste use(s)</b>
<b>Wootton Bassett &amp; Cricklade</b>	Parkgate Farm, Purton	MRF/WTS, LR, IWR/T, T
	Purton Brickworks Employment Allocation, Purton	MRF/WTS, LR, T
	Park Grounds Farm, Wootton Bassett	L (landraise extension), T
	Whitehills Industrial Estate, Wootton Bassett	MRF/WTS, LR
<b>Malmesbury</b>	Barnground, South Cerney	MRF/WTS, LR
<b>Chippenham</b>	Land East of HRC/WTS at Stanton St Quintin	MRF/WTS, LR, T
	Land West of HRC/WTS Stanton St Quintin	MRF/WTS, LR, IWR/T, T
	Bumpers Farm Industrial Estate, Chippenham	HRC, MRF/WTS, LR
<b>Calne</b>	Hills Resource Recovery Centre, Compton Bassett	T (excluding EfW)
	Porte Marsh Industrial Estate, Calne	MRF/WTS, LR
<b>Corsham</b>	Thingley Junction, Chippenham	MRF/WTS, LR
	Leafield Industrial Estate, Corsham	HRC, MRF/WTS, LR
<b>Marlborough</b>	Salisbury Road Business Park, Marlborough	MRF/WTS, LR
<b>Trowbridge</b>	Canal Road Industrial Estate, Trowbridge	MRF/WTS, LR
	West Ashton Employment Allocation, Trowbridge	MRF/WTS, LR
<b>Melksham</b>	Hampton Business Park, Melksham	MRF/WTS, LR, T
	Bowerhill Industrial Estate, Melksham	MRF/WTS, LR
<b>Westbury</b>	West Wilts Trading Estate, Westbury	HRC, MRF/WTS, LR, T
	Northacre Trading Estate, Westbury	MRF/WTS, LR, T
	Lafarge Cement Works, Westbury	HRC, MRF/WTS, LR, IWR/T, C, T (and associated L of residual waste from T process)
<b>Devizes</b>	Hopton Industrial Estate, Devizes	MRF/WTS, LR
	Nursted Road Employment Allocation, Devizes	MRF/WTS, LR
	Wiltshire Waste, Tinkersfield Farm, Monument Hill, Devizes	T
<b>Pewsey</b>	Salisbury Road Business Park, Pewsey	MRF/WTS, LR
<b>Tidworth</b>	Castledown Business Park, Ludgershall	HRC, MRF/WTS, LR
	Everleigh Waste Management Facility, Everleigh	IWR/T, C
	Pickpit Hill, Tidworth	HRC, MRF/WTS, LR, IWR/T, C
<b>Amesbury</b>	Solstice Business Park, Amesbury	MRF/WTS, LR
<b>Warminster</b>	Warminster Business Park, Warminster	MRF/WTS, LR
	Chitterne Waste Management Facility, Chitterne	MRF/WTS, LR IWR/T, C, T
<b>Mere</b>	Employment Allocation, Mere	HRC, MRF/WTS, LR
<b>Salisbury</b>	Former Imerys Quarry, Quidhampton	HRC, MRF/WTS, LR, local scale T
<b>Southern Wiltshire</b>	CB Skip Hire, St Thomas Farm, Salisbury	LR, IWR/T, C
	Sarum Business Centre, Salisbury	MRF/WTS, LR
	Thorney Down WTS, Winterslow	C, IWR/T
	Salisbury Road Industrial Estate, Downton	HRC, MRF/WTS, LR
	Brickworth Quarry and Landfill, Whiteparish	IWR/T

# Potential waste sites and community areas



## Proposed waste sites

- ( Local
- ( Strategic

Community area

Urban area

N01	Parkgate Farm, Purton	S06	Thorney Down Waste Transfer Station, Winterslow	W03	Northacre Trading Estate, Westbury
N02	Purton Brickworks Employment Allocation, Purton	S07	Salisbury Road Industrial Estate, Downton	W04	LaFarge Cement Works, Westbury
N03	Hills Resource Recovery Centre, Compton Bassett	S08	Brickworth Quarry and Landfill, Whiteparish	W05	Bowerhill Industrial Estate, Melksham
N04	Land East of HRC / WTS at Stanton St Quintin	S09	Employment Allocation, Mere	W06	Canal Road Industrial Estate, Trowbridge
N05	Land West of HRC/WTS Stanton St Quintin	S10	Former Imerys Quarry, Quidhampton	W07	West Ashton Employment Allocation, Trowbridge
N07	Park Grounds Farm, Wootton Bassett	E01	Castledown Business Park, Ludgershall	W08	Warminster Business Park, Warminster
N09	Barnground, South Cerney	E03	Hopton Industrial Estate, Devizes	W09	Chitterne Waste Management Facility, Chitterne
N10	Whitehills Industrial Estate, Wootton Bassett	E04	Nursteed Road Employment Allocation, Devizes	SW01	Chapel Farm, Blunsdon
N11	Bumpers Farm Industrial Estate, Chippenham	E05	Wiltshire Waste, Tinkersfield Farm, Monument Hill, Devizes	SW02	Waterside Park, Swindon
N12	Thingley Junction, Chippenham	E07	Salisbury Road Business Park, Marlborough	SW03	Brindley Close / Darby Close, Swindon
N13	Leafield Industrial Estate, Corsham	E08	Salisbury Road Business Park, Pewsey	SW04	Land at Kendrick Industrial Estate, Swindon
N14	Porte Marsh Industrial Estate, Calne	E09	Everleigh Waste Management Facility	SW06	Rodbourne Sewage Treatment Works, Swindon
S01	Solstice Business Park, Amesbury	E11	Pickpit Hill, Tidworth	SW07	Land within Dorcan Industrial Estate, Swindon
S02	CB Skip Hire, St Thomas Farm, Salisbury	W01	Hampton Business Park, Melksham		
S05	Sarum Business Centre, Salisbury	W02	West Wilts Trading Estate, Westbury		



# Marlborough Health Fair



**Come and find out about health, social care and support in YOUR area! Bring your suggestions! Planning for the future starts with you!**

**Wednesday 11 May 2011  
10am-3pm  
Marlborough Town Hall**

**Have your say about local services and find out what's available at Savernake Hospital, Great Western Hospital and other local health care providers.**

**For more information please contact:**

Julia Densham, Marlborough Community Area Manager  
Tel: 01249 706496 / Email: [julia.densham@wiltshire.gov.uk](mailto:julia.densham@wiltshire.gov.uk)





# Crime and Community Safety Briefing Paper Marlborough Community Area Board April 2011



## 1. Marlborough Neighbourhood Policing Team

**Team Sgt:** Ben BRAINE

### **Town Beat**

Beat Manager – PC Stan BOARDMAN

PCSO – Mark BRAITHWAITE

### **Rural East Beat**

Beat Manager – PC Jeremy BATCHELOR

PCSO – Jonathan MILLS

### **Rural West Beat**

Beat Manager – PC Sarah WATTS

PCSO - Polly RITCHIE

## 2. NPT - Current Priorities & Consultation Opportunities:

Our Neighbourhood Policing Team has concentrated on a variety of issues involving anti social behaviour, traffic matters, and crime. We have continued until now with the priorities previously notified. These have been positively supported by all patrolling Officers and instances of ASB/damage/theft appear to be decreasing.

Rural priorities remain as beauty spot thefts with continuing spot checks at vulnerable sites and leafleting, and traffic matters in the area of Baydon school. These have been well received by local communities and in some cases on inconsiderate use of motor vehicles apologies have been received from the users.

A great deal of work is being carried out by analysts researching the series of burglaries that have occurred in and around Marlborough. Proactive patrols and then arrests have followed from that work. The continuing operation impacts on communities as the Beat Managers concentrate on patrolling during specific times primarily during darkness thereby reducing their visibility within parishes.

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

□ Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

## 3. Police Authority Representative: Mr Chris HUMPHRIES

Please contact via Wiltshire Police Authority Tel. 01380 734022 or  
<http://www.wiltshire-pa.gov.uk/feedback.asp>

#### 4. Performance and Other Local Issues

The main area for concern is the increase in reported non dwelling burglaries particularly in our rural areas. There has been a slight increase during the period leading to April that has resulted in significant additional police resources being dedicated to combat the problem. Cross border activities are planned and the results of this focussed activity are awaited.

The onset of better weather has also caused us to concentrate on preventing thefts from vehicles at our area beauty spots. I believe our early start to the annual campaign has borne fruit in that the frequency of offending has decreased.

We have seen benefits in our increased patrolling in a 32% reduction in violent offences, 31.6% reduction in the theft of motor vehicle, and 11.7% reduction in criminal damage.

We will endeavour to focus our activities on the prevention and detection of crime through increased use of analytical tools and where ever possible additional police activity in an effort to catch and convict the offenders and also to prevent/reduce the overall level of offending. There are 2 areas where all the community can help:

- Report any suspicious activity to police as soon as possible.
- Always close and lock all windows and doors of out buildings when you are not in the vicinity, especially when leaving the house or garden.

Please do all that you can to stop thieves targeting your homes? Prevention is always better than cure!

#### **CRIME & DETECTIONS (JAN 2010 – DEC 2010 compared to previous year)**

MARLBOROUGH	CRIME				DETECTIONS	
	APR 2010 - MAR 2011 cf previous year				APR 2010 - MAR 2011 cf previous year	
	2009/10	2010/11	+ / -	% Change	2008/09	2009/10
Violence Against the Person	130	88	-42	-32.3%	49.2%	47.7%
Dwelling Burglary	28	35	7	25.0%	3.6%	5.7%
Criminal Damage	163	144	-19	-11.7%	11.7%	7.6%
Non Dwelling Burglary	83	107	24	28.9%	1.2%	0.9%
Theft from Motor Vehicle	81	85	4	4.9%	2.5%	1.2%
Theft of Motor Vehicle	19	13	-6	-31.6%	10.5%	15.4%
Total Crime	710	766	56	7.9%	20.4%	15.9%

County Division is compared with 15 most similar divisions in other Forces. Currently we are performing well e.g. ranked 1st (out of 15) for All Crime and 3rd (out of 15) for Violent Crime

**Anti-Social-Behaviour – reported incidents**

<b>COMMUNITY AREA</b>	<b>APR – JUNE 2010</b>	<b>JUL - OCT 2010</b>	<b>OCT – DEC 2010</b>	<b>JAN – MAR 2011</b>	<b>PERIOD AVERAGE</b>
<b>MARLBOROUGH</b>	133	129	90	94	111.5

SIGNED .....





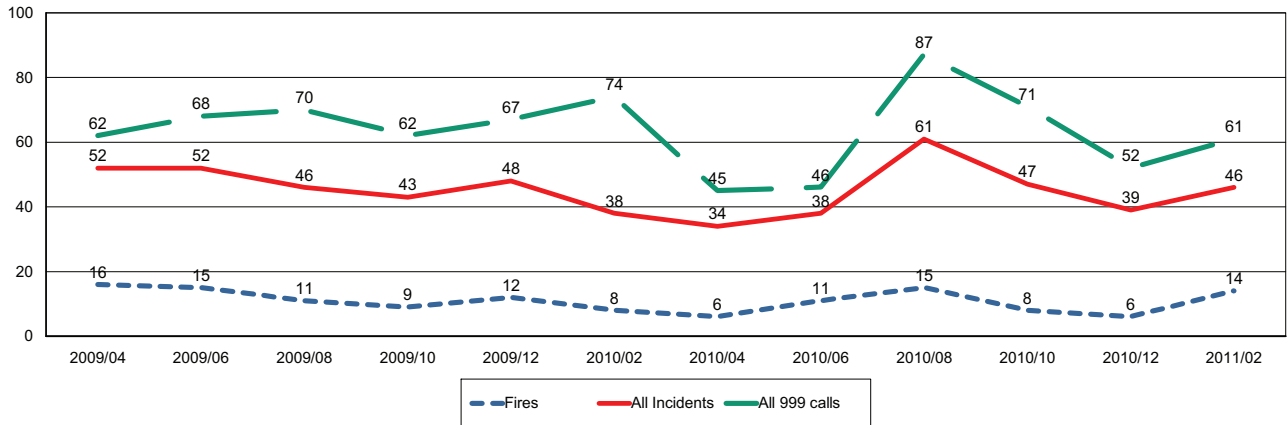
# Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

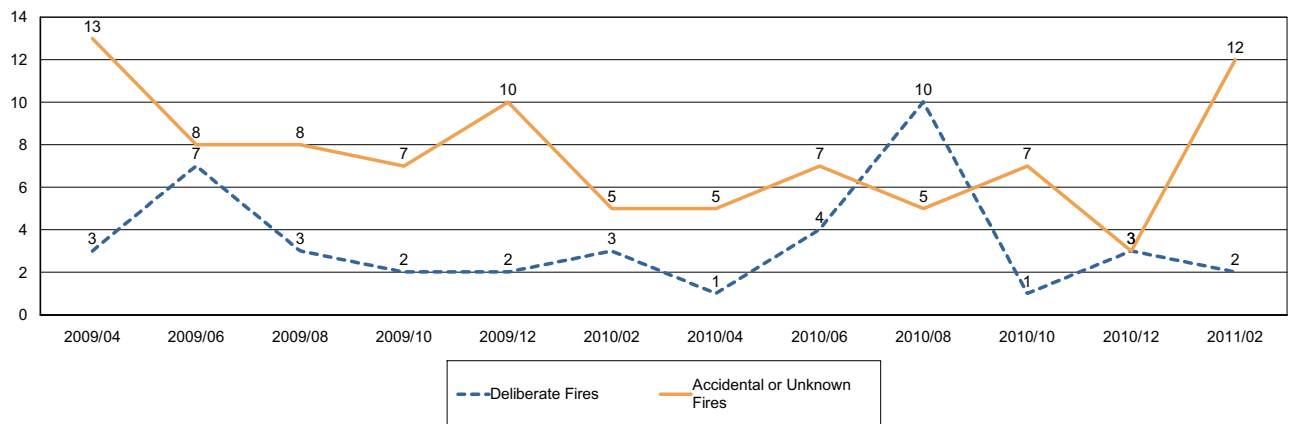
## Report for Marlborough Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including February 2011. It has been prepared by the Group Manager for the Board's area.

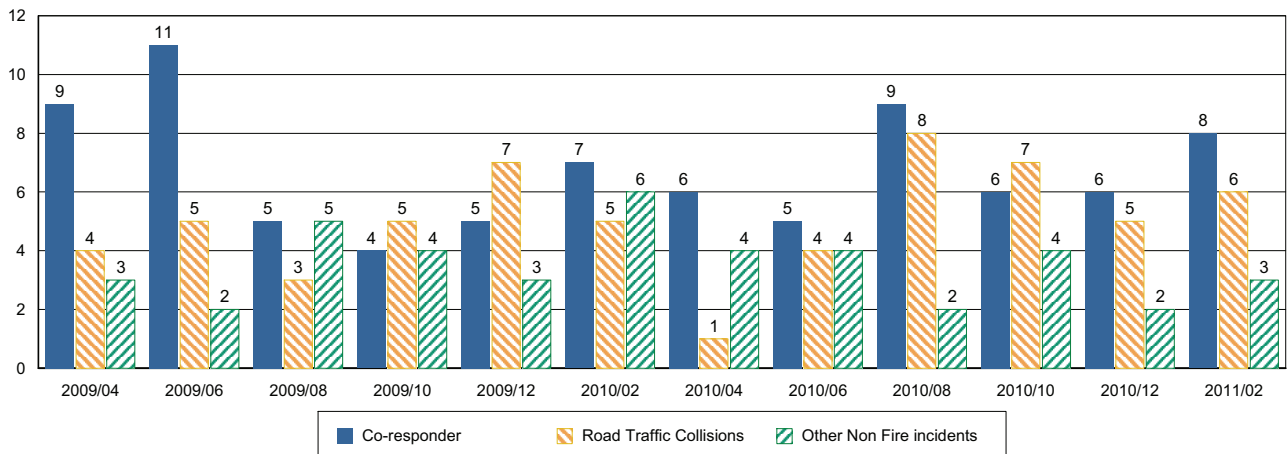
### Incidents and Calls



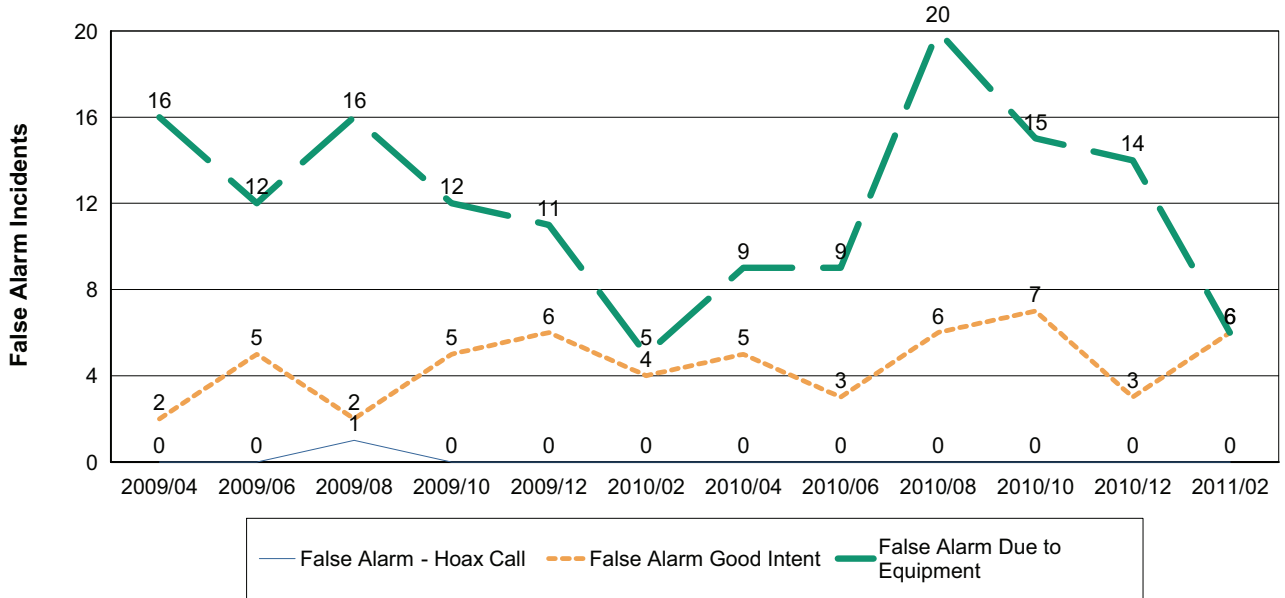
### Fires by Cause



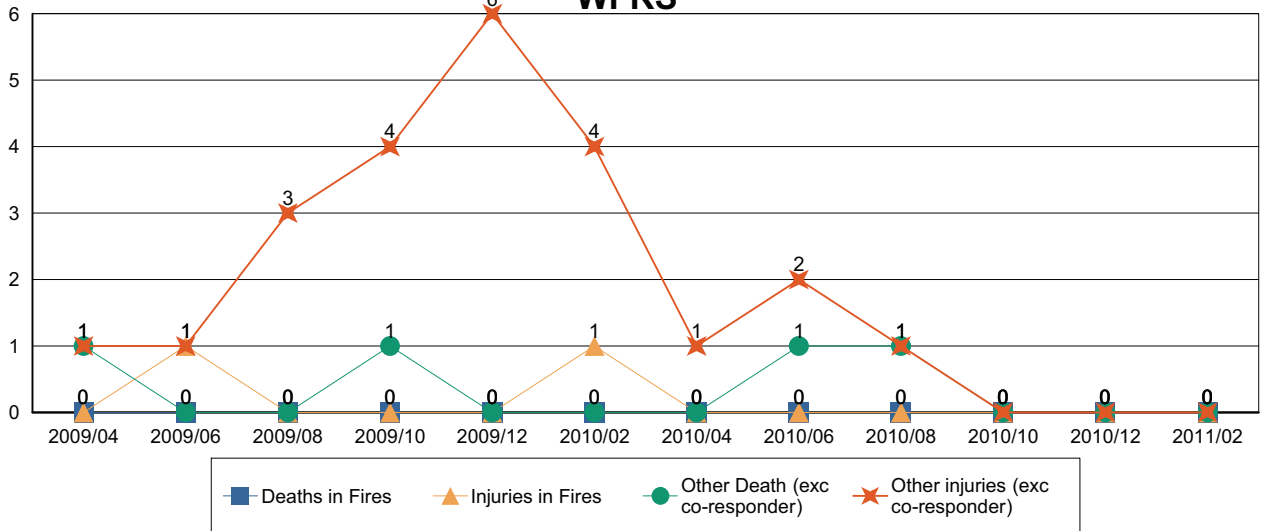
### Non-Fire incidents attended by WFRS



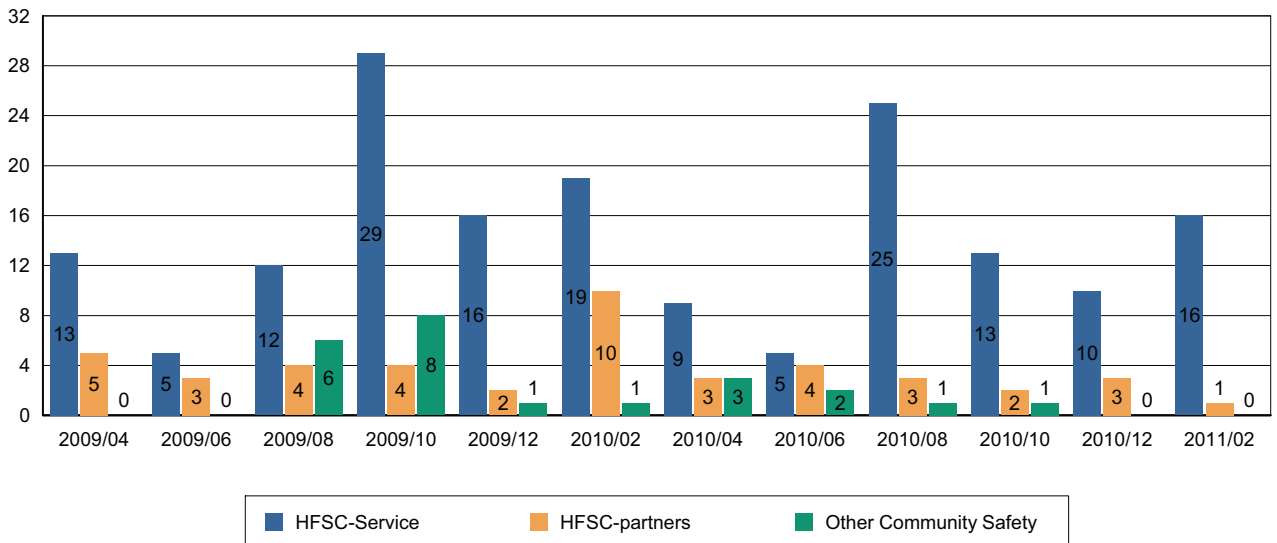
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

## **NHS Update – April 2011**

### **Management cost reductions**

NHS Wiltshire has been successful in reducing the number of posts originally identified as being at risk of redundancy from 55 to 25. In addition, a further 19 people have already chosen to leave, or are due to leave NHS employment through an NHS resignation scheme. This means that a total reduction of 44 posts will have been made by 31 March 2011, covering a combination of management and administrative roles.

### **Health and Wellbeing Boards lead the way in the South West**

Care Services Minister Paul Burstow unveiled that all local authorities in the South West have signed up to be early implementers of new cross-working boards. This means patients and the public can expect a more joined-up service from the NHS and local councils in the future as part of broader plans to modernise the NHS.

All 15 local authorities covering the South West have signed up to join a network of early implementers for health and wellbeing boards that will strip away divisions between the NHS and local authorities. This will give communities a greater say in the services needed to provide care for local people and to tackle the wider influencers of health such as transport, housing and leisure services.

### **Devizes Health Clinic**

The decision to transfer services from Devizes Health Centre to Devizes Community Hospital was taken at NHS Wiltshire's Public Board Meeting in March 2010, as part of the PCT's long-standing plan for primary health care in Devizes.

Patients who use Devizes Health Clinic know that the building is in a certain state of disrepair; it therefore makes sense to dispose of the property so that we can keep and improve the ones that are sustainable to meet the needs of patients and staff. We plan to move the services from the Health Clinic to the hospital within the 2010/11 financial year and are currently planning the room configurations for services in the hospital so that services can be provided there from mid-April, located in the area which was previously used as the maternity wing.

All the services currently provided at the Health Clinic – the Health Visitor Service, the Emergency Dental Access service, podiatry, paediatric clinic and continence service - will move over to the hospital. There are no plans to begin marketing the Health Clinic site at any stage before the transfer of any service is complete. NHS Wiltshire will report any contract for the sale or lease of Devizes Health Clinic as a matter of public record in the usual way, which is through the Register of Sealings in its public Board Meetings.

### **GP Practice merger proposed**

Plans for two Trowbridge GP practices - Bradford Road Medical Centre and Adcroft Surgery – to merge and co-locate in improved premises were announced at Trowbridge Area Board meeting on Thursday 17 March 2011.

The proposed GP-led Primary Care Development will provide flexible accommodation to enable GPs to provide a robust service with resources to deal with the future challenges of providing NHS care to patients.

Part of the development will be on land owned by NHS Wiltshire, which is currently used under licence by Trowbridge Cricket Club as a practice pitch. Outline planning permission was granted to the Primary Care Trust in February 2010 for the development of the land, and the area required for the Primary Care Development will now be sold to the GP practices in order for the new premises to be built.

The new building will consist of a two-story extension to the existing Adcroft Surgery premises, with additional car parking, an access road and a pharmacy building. Pedestrian access will also be possible from Adcroft Street through the Trowbridge Community Hospital site. The total premises size, including the existing Adcroft premises, will be approximately 1700 square meters. Car parking will be vastly improved, with a total of 108 spaces (30 existing, 78 new), and a new road from Seymour Road across the site will further improve access for patients.

Services offered at the development will include:

- A diagnostics 'pad', which will allow mobile units to provide breast screening and MRI screening
- An ambulance stand-by point in the car park
- An on-site pharmacy
- An on-site dental practice with an NHS dental contract

The development will be funded by the two practices, with an £87,500 annual investment from NHS Wiltshire.

### **Help for Adults with Eating Disorders in Wiltshire**

NHS Wiltshire has commissioned a new Wiltshire service for Adults with Eating Disorders which will begin on 1st May 2011. The contract for the service, to be provided by Oxford Health NHS Foundation Trust, is for a period of three years.

Oxford Health NHS Foundation Trust has two specialist Eating Disorders Inpatient units – Cotswold House Oxford and Cotswold House Marlborough - the 12-bedded inpatient Unit based at Savernake Hospital. The new service will provide a full range of interventions, all based in Wiltshire so it is easier for patients to be treated closer to home. A website will offer guidance and advice for patients, carers and professionals and a multidisciplinary team will work with patients in the community. Those requiring treatment as day patients will be able to attend Cotswold House, Marlborough for one to seven days per week depending on their needs, which will help minimise disruption to employment, education or training. Inpatient treatment will be provided for the most unwell patients. The specialist unit based at Savernake Hospital has 12 en-suite bedrooms, day areas, a garden area and a suite of rooms for therapeutic activities. The inpatient team will working closely with community staff and inpatient teams will reduce emergency admissions to general hospitals. For patients with eating disorders who do require general hospital care for any reason, a specialist liaison service will be available.

### **Next NHS Wiltshire Board Meeting**

The next Board meeting of NHS Wiltshire will be held on **Wednesday 18 May at 10am - 2011 at Southgate House**. Members of the public are welcome to attend. Papers are published a week before the meeting on [www.wiltshire.nhs.uk](http://www.wiltshire.nhs.uk) or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: [stacey.saunders@wiltshire.nhs.uk](mailto:stacey.saunders@wiltshire.nhs.uk)). For further information or copies of documents referred to above, please email [communications@wiltshire.nhs.uk](mailto:communications@wiltshire.nhs.uk)



## **Marlborough Area Plan: Project Outline (The MAP)**

**March 1<sup>st</sup>, 2011.**

The first Local Community Area Plan for the Marlborough Community Area (MCA) was published in February 2004 and was intended to provide the vision for Community Planning until 2014. It was written by Officers of Kennet District and Wiltshire County Council after a series of consultations including a 2000 household survey, exhibitions in 5 different locations, Focus Group discussions and a desktop Needs Analysis.

Marlborough Area Development Trust has been commissioned (initially by MaVCAP) to review and update the existing plan. The outline proposal involves 6 stages:

### **Phase 1. Review and Audit the existing Marlborough Community Area Plan.**

- Identify actions and outcomes
- Engage stakeholders to review progress
- Evaluate and prepare a report on progress.

### **Phase 2. Undertake Consultation Events x 5**

- Establish consultation website focussing on on-line surveys
- Organise venues and catering where appropriate
- Provide Introductory session
- Facilitate workshops
- Write up outcomes of workshops.

### **Phase 3. Draft New Marlborough Area Plan.**

- Define and describe issues identified in the workshops
- Place the issues in the Marlborough Area Plan context
- Develop actions and desired outcomes to address issues identified in the workshops
- Prepare draft Marlborough Area Plan for consultation.

### **Phase 4. Consultation on draft Marlborough Area Plan**

- Send draft Marlborough Area Plan to consultees including all PCs, Wiltshire Council, MaVCAP, attendees at consultation events, libraries and other identified community/environmental/business groups
- Manage and log consultation responses.

### **Phase 5. Response to Consultations**

- Post consultation responses on the website where appropriate
- Prepare report on addressing consultation responses and post on website.

### **Phase 6. Prepare final Marlborough Area Plan for Printing and Distribution.**

- Re-write Marlborough Area Plan in the light of consultation
- Desk Top Publish Final Marlborough Area Plan.

**Total Cost to MaVCAP = £7 950.** Costs incurred over and above this figure will be addressed by Marlborough Area Development Trust.

## Timeline

<b>2010:</b>	<b>Oct</b>	Audit/Evaluation of Existing Plan
	<b>Nov</b>	Audit/Evaluation of Existing Plan
	<b>Dec</b>	Audit/Evaluation of Existing Plan
<b>2011:</b>	<b>Jan</b>	Evaluation Report Available
	<b>Feb</b>	
	<b>Mar</b>	Primary Consultation <i>J Mar 15th: Event 1- Launch Website</i>
	<b>Apr</b>	Primary Consultation <i>JApr 20<sup>th</sup>: Event 2- Marlborough St John's</i>
	<b>May</b>	Primary Consultation <i>JMay 12<sup>th</sup>:Event 3: Aldbourne Village Hall</i> Primary Consultation <i>JMay 19<sup>th</sup>:Event 4: Lockeridge KV Hall</i>
	<b>Jun</b>	Primary Consultation <i>JMay 31<sup>st</sup>: Event 5: Business Consultation Lunch</i>
	<b>Jul</b>	Primary Consultation (surveys continue) and Writing of 1 <sup>st</sup> Draft
	<b>Aug</b>	Writing of 1 <sup>st</sup> Draft
	<b>Sep</b>	Review and Comments on Draft Plan
	<b>Oct</b>	Write New Marlborough Community Area Plan
	<b>Nov</b>	Write New Marlborough Community Area Plan
	<b>Dec</b>	Write New Marlborough Community Area Plan
<b>2012:</b>	<b>Jan</b>	Publish and Launch New Plan

## Website

[www.marlborougharea.org](http://www.marlborougharea.org)

This is the one-stop-site for information and consultation regarding revising the Community Plan. Anyone can contribute to the process by completing one or more on-line surveys covering the following themes:

- Adult Education and Employment
- Amenities
- Children and Young People
- Community Safety
- Environment
- Health and Well-being
- Housing
- Local Economy
- Transport

The same surveys and themes will form the backbone of the Public Consultation Events being held in Marlborough and two representative villages, Lockeridge and Aldbourne.

## Promotion and Marketing

- Online promotion- through the dedicated website and using the MADT and Stakeholder membership data-bases
- Printed promotional Postcards sent to all households in the St John's catchment area
- Posters and information leaflets in strategic locations e.g. Libraries
- Through Parish Councils

## **Marlborough Community Area Plan: Initial Review Report**

**Jan 31<sup>st</sup>, 2011.**

The first Local Community Area Plan for the Marlborough Community Area (MCA) was published in February 2004 and was intended to provide the vision for Community Planning for 10 years to 2014. This document was written by Officers of the Former Kennet District and Wiltshire County Councils after a series of consultations including a 2000 household survey, exhibitions in 5 different locations, Focus Group discussions and a desktop Needs Analysis. The document was to be a plan of action based on the needs and aspirations of the community.

Rather than being a driving force for community development, there is a perception, within the voluntary sector at least, that the 2004-14 Plan has been largely sidelined, leaving a legacy of mostly unachievable targets and issues rather than achievable, or achieved, actions. This perception has been exacerbated by the demise of Kennet District Council who was the driving force of community development and the Community Plan through strategic policy and financial support for community development. It is fair to say however, that the new Unitary Authority is making moves in the same direction.

Marlborough Area Development Trust has been commissioned to review and update the existing plan. The first phase of this process is to evaluate what has actually been achieved in the community area under the 8 Headline Issues. This will provide the basis for starting the consultation process to develop an exciting, new and relevant Community Plan to be released in January 2012.

### **Summary of Audit Findings:**

#### **Headline Issue 1: The Economy**

The Marlborough Community Area has a population just under 18 000 (17 802 in 2007). 57.6% of this total is of working age (16-59/64 yrs) which is broadly in line with Wiltshire (59.6%). 2.4% of the working age population is currently receiving Job Seeker's Allowance (March, 2009), Wiltshire =2.6%. Using this as a reflection of employment status, the Marlborough Community Area economy is showing resilience in the face of the current recession. This is in spite of the fact that the Marlborough Area has a higher than average percentage of its workforce based in agricultural, crop and other related services at 4.8% compared to 2.4% South West & 1.2% nationally.

A number of the specific Targets from 2004 have been broadly achieved; Business Networking events are now regular and offered by a range of organisers, including MADT, Chamber of Commerce and WiRE; employment opportunities have been created at the Marlborough Business Park and Broadband is widely available. Other targets were not SMART (Specific, Measurable, Attainable, Relevant or Trackable/time-bound): there is no evidence available that out-commuting had been reduced, 2 new B&Bs per annum have not been opened or that a Sustainable Farming and Food Strategy has been followed. Small Business support services have been identified as an area of significant under-development since 2004.

## **Headline Issue 2: Education and Lifelong Learning**

One of the difficulties in achieving meaningful educational targets in the Marlborough Community Area is the trend for funding to be targeted in those areas ranking highly in the Indices of Deprivation (IOD) Index. MCA has one location falling within Wiltshire's most deprived 10% in terms of working age adults with little or no qualifications; Marlborough East-north, and this is ranked 25/28 areas within Wiltshire. Despite this financial barrier, MCA has performed reasonably well in achieving the 2004 Targets: a new (privately funded) secondary school, still unfinished however and seeking £400 000 to complete; a Transport Plan for MCA was completed in 2006; two separate Youth Consultation Events completed by MADT 2004 and MaVCAP 2010, highlighting the need for accessible transport for young people. Lifelong Learning and the provision of adult education, has been hindered by the closure of the Swindon College Outreach centre and the current threat to the Library Service. It is difficult to cite clearly the skills gap as being due to lack of available courses or lack of demand. Take-up of the vocationally focussed Diploma Courses at St John's has been relatively low, although 60 x 15-16 year olds attended Swindon College during 2009 for either one day or ½ day per week vocational courses.

## **Headline Issue 3: Crime and Community Safety**

In 2004, although 80% of respondents to WC surveys said that they perceive MCA to be a safe or fairly safe place to live, there was clearly a perception that crime was a serious issue. The Police responded positively, working in collaborative ways with community groups such as the Community Safety Partnership and the NHS to achieve some admirable targets: drug use amongst young people is down 50%; burglaries from dwellings down 51.6%; and violence against persons down 26.5%. The Emergency Services have been proactive in developing strategies to reduce not only reported crime incidents, but also the perception of community safety. The collapse of the Community Safety Partnership has left a gap in community liaison that the Area Board is yet to fill.

## **Headline Issue 4: The Environment**

Maintaining and enhancing the distinctive character of the local countryside was a strong theme in the 2004 document, with targets focussing on the River Kennet, landscape protection and waste disposal taking prominence. The Marlborough River Partnership, led by Action for the River Kennet (ARK) was formed in 2005/06 and has been enormously successful in not only improving the ecology of the River Kennet, but also in raising the profile of the amenity value of the valley itself. Keynote projects at Manton, Cooper's Meadow and Stonebridge Lane highlight the power of collaboration between statutory organisations and the voluntary sector. In 2005, kerbside recycling collections began across the whole MCA. Fortnightly collections began in 2006 and a fully integrated household recycling centre is due to open at the Marlborough Business Park in the Spring of 2011. Achieving targets focussing on land based and countryside issues was an area of strength in the 2004 Plan.

## **Headline Issue 5: Transport**

Despite being an extremely rural area with a relatively sparse and dispersed population, (population density = 0.64 people per square kilometre), nearly 14% of households in the MCA do not have access to a car. Public transport is therefore a vital lifeline to many villages

within the MCA, providing access to employment, education, medical and retail opportunities. The Third Wiltshire Council Passenger Transport Plan (2011) is to be released in Spring, 2011. The previous two Plans were to address a number of Targets within the 2004 document: improving public transport provision; reduce peak time congestion; address HGV access; improve community transport provision to and from smaller settlements and provide better access to essential services for the non-car user. Marlborough Town Council is leading the way on developing strategies to promote alternative HGV routes and is fighting increasing parking charges in the MCA. There have been some developments; minibus transport options are being explored for young people, dedicated taxi ranks now exist in Marlborough and improvements to road quality can be seen in some areas. The overall perception however, is that the road network is more congested since 2004, parking is more restricted and more expensive and public transport alternatives are less accessible for inadequate timetable and pricing reasons.

### **Headline Issue 6: Social Care and Health**

Many of the Targets in this category were not SMART- meeting the targets in the National Service Framework for Older People required leadership from the Wiltshire NHS and collaboration from relevant stakeholders, for example. Similarly, achieving sufficient responsive respite services to meet local need is an admirable goal for organisations working with people with disabilities and their carers, but is not a recognisable or achievable target within the Community Area Plan. Establishing a MCA Health Forum to identify these needs and to identify ways of achieving them would be a SMART Target.

Like other regions across the country, the MCA has been greatly affected by national cuts in health care provision, losing not only services, but also an MIU Hospital in Savernake in 2007. 97.36% of patients at Great Western Hospital now experience less than 4 hours waiting time, although it is difficult to categorically say that being an issue identified in the 2004 Plan led to this achievement. The NHS may have decided to head down this route without taking the MCA Plan into account. The trend for 'care in the community' over the period since the writing of the last Plan has ultimately resulted in less demand for beds, which may be addressing some of the Targets in this Headline Issue.

### **Headline Issue 7: Housing and the Built Environment**

In 2008, the average house price in the MCA was £332 050, the second highest in all the Wiltshire Community Areas. This is 7.5x the average wage in Wiltshire and highlights an issue that a significant proportion of the local population are unable to access suitable accommodation since the writing of the existing Plan. The Regional Spatial Strategy for the South West (RSS) allocated 250 properties for development in the Marlborough Community Area. 850 houses are expected to be built between 2006 - 2026, of these 350 have to be allocated in the Core Strategy. Overall, delivery of affordable housing remains high with 31% of new homes being affordable across the County. Wiltshire Council encourages energy efficient homes, providing Grants and advice and guidance. Of the 12 Parish's in the MCA, only Fyfield, Lockeridge & West Overton, Ramsbury, The Ogbournes & Rockley have registered Village Design Statements, suggesting this was a target not pursued strongly.

### **Headline Issue 8: Culture**

The targets in this area of the Plan have broadly since 2004, been exceeded. New venues, such as the Theatre on the Hill, the Rabley Contemporary Drawing Centre and Nataraj Art Space have generated a variety of popular and well used performance and exhibition spaces. A host of voluntary groups have led the development of the MCA cultural experience; Open Studios now has 40 resident artists and is growing, the Christmas Lights Association ensures the principle High Street in the MCA is well lit and a more integrated approach to art, crafts and performance is being seen through the We Love Marlborough initiative which successfully stages and enables funding for events for all sectors of the community. The young people's consultation event, 'Dreams and Wishes' highlighted demand for a cinema in the MCA. Marlborough Downs Movies has grown from this demand.

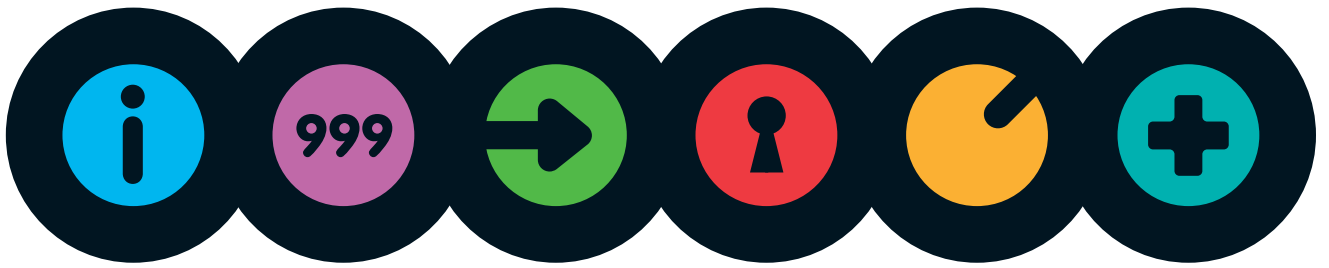
Some of the 2004 Targets however, have not been met or are no longer so relevant. The closure of a dedicated, 7 day per week Tourist Information Centre has hampered growth in this sector, the future of the KVAT Theatre on the Downs project remains uncertain, Marlborough Carnival has ended, but has been replaced with a popular daytime event on the Common and there is little evidence that the target of increasing disabled participation in cultural events by 5% per annum has been achieved.

### **Conclusions**

The Headline Issues of 2004 remained relevant throughout the period of the Plan up to and including the present day. Finding evidence to fully audit the effectiveness of the existing Plan as a strategic document was made difficult by a combination of factors: the demise of Kennet District Council meant a number of targets could not be met or projects would not reach fruition; the formation of Area Boards and Area Partnerships caused (temporary?) confusion within the statutory and voluntary sectors of the MCA, weakening the status of the existing Community Area Plan; the MCA size was significantly reduced when the Bedwyns, Graftons and Shalbourne parishes moved into the Pewsey Community Area and the prevailing economic climate during most of the period of the existing plan has shifted focus for many sectors of the local community.

Despite these barriers, there have been definite improvements made in each of the headline Issue areas since 2004, to a lesser or greater degree. A frequent comment to MADT during this process has been the recognition that a structured, visionary statement setting out SMART targets for future development would be welcomed throughout the whole of the Marlborough Community Area.

Martin J Cook  
Chairman  
Marlborough Area Development Trust  
March, 2011



## **PREPARING FOR EMERGENCIES**

WHAT YOU NEED TO KNOW

# Draft Community Emergency Plan Guidance

Consultation document

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# INTRODUCTION

Many individuals and communities already support and help each other during times of need. However, those who have spent time planning and preparing are better able to cope and recover from emergencies.

The steps below provide a guide to help you to prepare. It is just one approach to planning within your community. You may wish to tailor your approach to better suit the needs of your community.

## 1. What is the purpose of this guidance?

This document is a step-by-step guide to help you and your community produce a Community Emergency Plan. A Community Emergency Plan is a tool you can use to help you prepare for the emergencies that could affect your community.

This guidance is linked to a template plan which you will find on [page 21](#).

This has a suggested layout for your plan but, if you prefer, you can use another structure which meets your needs. Your local authority emergency planning officer or team may also be able to provide you with guidance on how to go about writing a community plan.

This guidance sets out how to complete your plan. Look out for the **ACTION** markers for suggestions on how to complete sections of your plan and where to find information to assist you in this process.

If your community already has a Community Emergency Plan, you might want to use this document to update or validate it.

Before you start, you may also want to read [Preparing for Emergencies: A Guide for Communities](#).

## 2. Why do we need a Community Emergency Plan?

Emergencies happen. The emergency services will always have to prioritise those in greatest need during an emergency, especially where life is in danger. There will be times when you may be affected by an emergency but your life is not in immediate danger. During this time you need to know how to help yourself and those around you.

By becoming more resilient, you and your community can complement the work of **local emergency responders** and reduce the impact of an emergency on your community.

### What are local emergency responders?

These are organisations that respond to emergencies in your local area. They include the fire, police and ambulance services, as well as your local authority, Primary Care Trust (Health Boards in Wales) and other organisations.



# STEP 1 – PLANNING FOR YOUR COMMUNITY

## 3. Getting started

This section outlines the key stages in getting started and planning for your community.

### 3.1 Identifying your community

Begin by considering who your community is and which communities you belong to. Who is your plan for? A community is a group of people linked by a common bond. Usually this bond is because the people live in the same geographic area, but the bond can be from shared interests or as a result of experiencing similar circumstances. In planning for emergencies, it will usually make sense to think of your community as being those people who live near to you, but you may also want to consider talking to and involving other people and communities in your planning as you may need to work together and help each other in an emergency.

### 3.2 Identifying existing local relationships and networks you can work with

One of the first things to consider is who can help you get started. Community resilience is something many people and communities already do. It is not about creating or identifying a whole new community network, or a one-off response to an incident, but rather an ongoing process of using and enhancing existing relationships. Consider what already exists around you, and who you already talk to, and

about how you could work together before, during and after an incident or emergency. You could look to existing local community networks and groups within your community to see if they can get involved or fit resilience into their agenda, for example parish councils, Neighbourhood Watch, Scout leaders, residents associations, youth groups and so on.

### 3.3 Getting people involved

To make your plan effective, as many people as possible within the community should have an opportunity to get involved. You could have an open meeting where the community can discuss their priorities for the plan and identify who is interested in helping to create it.

### 3.4 Community emergency groups and coordinators

One option is for the people in your community who want to take part to form (or incorporate into an existing community group) a Community Emergency Group. This is the group that will champion your emergency preparedness efforts and coordinate any community response with the emergency services. Where possible, this group should build on an existing community group rather than building a new group from scratch.

Some villages, wards and parishes also have a Community Emergency Coordinator and you may wish to consider choosing one for your

community. The coordinator takes a lead role in organising and taking forward the work of the Community Emergency Group, and helping to sustain motivation and interest in their community. The coordinator acts as a contact point between the Community Emergency Group and **local emergency responders**. The Community Emergency Coordinator could be an elected member or could work closely with elected members.

## 4. Collecting information

### 4.1 Using local knowledge and identifying vulnerable people

It is important to ensure that isolated or vulnerable people are contacted to see if they need assistance. Organisations and individuals such as Local Authority emergency planning officers, Red Cross volunteers, WRVS volunteers as well as many others, have systems and resources to help people to respond to, and recover from, emergencies. These groups cannot always determine exactly what individuals want and need, nor can they always identify who in your community may be vulnerable in a crisis, particularly those who may not previously have received support. This requires local knowledge and your help.

### 4.2 Vulnerable people

Emergencies can make anyone vulnerable and make life more difficult for those people who are already vulnerable. The emergency services will need to help those in most need first, and it would assist them if the Community Emergency Group had an understanding of those in their

community who might be vulnerable in an emergency and where they live. Think about how you can share this information with the emergency services if an emergency occurs.

Local organisations will also have a good idea of the people or communities who are vulnerable. You may want to consider maintaining a list of these organisations. They might include voluntary groups like the British Red Cross, WRVS, St John's Ambulance or faith communities.

It is important to note that:

- People may become vulnerable at any point in their life and we can all be vulnerable in different circumstances;
- Being vulnerable means different things to different people and groups;
- Vulnerabilities can vary in their duration.

**ACTION:** using the space on [page 27](#) of the Community Emergency Plan template, record and maintain a list of community organisations that may be helpful in identifying vulnerable people in an emergency.

### 4.3 Identifying and preparing for risks

It is important to be aware of the risks that could affect your community, and understand how you could be affected by them in order to improve your community's resilience.

Individuals and communities should prepare for the risks they feel are relevant to their area.

Your **local emergency responders** meet regularly as a Local Resilience Forum. This forum coordinates the planning for emergencies affecting your local area and has a duty to publish a [Community Risk Register \(CRR\)](#), showing what local hazards and threats have been identified for your area, and their potential impact.

The Government also regularly assesses all of the natural hazards and malicious threats that could affect the UK. This is published in the [National Risk Register \(NRR\)](#). You can use this information together with your local Community Risk Register to consider potential threats and hazards to your local area and their impacts.

You should also use local knowledge to try and identify other risks in your local area that may not be included on your Community Risk Register. For example, is there a local road that regularly floods, or a footpath that could get blocked in severe weather?

Other aspects to consider when assessing the impact of incidents on your local area could include:

### Social Risks

- Are there any known vulnerable people/groups in the area? Examples may include:
  - » People who have recently had an operation
  - » People without access to transport
  - » People with limited mobility
- Are there any groups who might find it difficult to understand emergency information?
- Are there any transient groups such as holiday makers or travelling communities to consider?

### Environmental Risks

- Are there any particular areas that flood regularly?
- Are there any sites of environmental or historic importance, such as Sites of Special Scientific Interest, which may be impacted?

### Infrastructure risks

- Is there a major transport hub in the area?
- Are there any bridges or main roads?
- Are there any large industrial sites in the area?

**ACTION:** Using the local risk assessment template on [page 24](#) of the Community Emergency Plan template:

Identify potential risks and hazards and their impact on your community.

Identify what you can do to reduce the impacts of these risks.

You may find it useful to discuss this assessment with local emergency responders in your area to make sure you understand how you can complement their work in an emergency.

### 4.4 Assessing community skills and resources

Once your community is aware of the risks it might need to prepare for, it is important to consider what skills, resources and equipment your community already has that can be used, if needed, during an emergency.

**ACTION:** Using the local risk assessment template on [page 24](#) of the Community Emergency Plan template, complete your own assessment of your community's skills and resources.

You may want to assess your community's existing skills and resources under the following categories. You may want to add this information into your Community Emergency Plan:

#### **a. Volunteers**

Volunteering is often spontaneous by nature and many communities and individuals automatically help each other during times of need. However, as part of your planning, you could speak to individuals and groups in your community and ask them if they would be willing to volunteer during an emergency, and if they have skills, tools or resources that could be used.

You might also want to consider talking with other existing local groups to see if their existing volunteers or contacts would be willing to help in an emergency.

It is important to make sure that you keep volunteers up to date and engaged with your emergency planning. You may wish to involve them in the exercising of your plan (see [page 14](#)).

More information about managing groups of volunteers can be found at:

- **Volunteering England**  
[www.volunteering.org.uk](http://www.volunteering.org.uk)
- **Volunteering Wales**  
[www.volunteering-wales.net](http://www.volunteering-wales.net)
- **Volunteer Development Scotland**  
[www.vds.org.uk](http://www.vds.org.uk)

#### **b. Tools**

With your Community Emergency Group, consider what tools and machinery might be needed in an emergency. There may be people in your community who are qualified, capable and willing to operate these tools and machinery in an emergency.

#### **c. Supplies**

In an emergency, your community will require supplies, such as food and water, which may be difficult to obtain. The Community Emergency Group should consider talking with local businesses and suppliers who might be willing to provide these supplies. If a written agreement is made between your community and the supplier, attach this as an annex to your Community Emergency Plan.

#### **d. Transport**

Find out which vehicles could be used by the local community and know how access could be gained to them in an emergency. It is important to ensure that vehicle owners are properly licensed and insured to use their vehicles in this way.

#### 4.5 Insurance and health and safety

When thinking about how community members can help and the assets and resources you can use, you should think about insurance issues.

Many communities see insurance and liability as a barrier to preparing their community for emergencies. While liability is for the courts to decide, a common sense approach to helping each other is required. Please do not put yourself or others at risk when preparing or using your plan.

Communities have expressed concerns about having appropriate insurance and legal cover for their community emergency arrangements, in particular using assets like community centres and village halls as rest centres or using vehicles as part of a community response.

The Government will be working with the insurance industry and community members to explore insurance issues around a range of community emergency scenarios and will make the findings available publicly. You can find help on insurance issues at [www.abi.org.uk/Publications/ABI\\_Publications\\_Living\\_With\\_Risk\\_Risk\\_Management\\_and\\_Insurance\\_Advice\\_for\\_the\\_Voluntary\\_Sector\\_903.aspx](http://www.abi.org.uk/Publications/ABI_Publications_Living_With_Risk_Risk_Management_and_Insurance_Advice_for_the_Voluntary_Sector_903.aspx).

#### 4.6 Identifying key locations

In an emergency, your local authority might need the Community Emergency Group's assistance to help identify a safe place for people to shelter and set up a rest centre.

#### What is a rest centre?

A rest centre is a building, including overnight accommodation, which is designated by a local authority for the temporary accommodation of evacuees.

You should work with your local authority to see what help the Community Emergency Group could give to set up places of safety or rest centres.

**ACTION:** Using [page 25](#) of the Community Emergency Plan template, make a list of key locations you have identified with your local authority. Different emergencies may affect different parts of your community in different ways so you should try and identify a number of alternative sites.

**It is important that you get the permission of those responsible for any buildings to use them in an emergency and ensure they have appropriate insurance and liability cover to use the premises in this way.**

#### 4.7 Emergency community contact list

It is important to keep accurate, up-to-date records of everyone who is in the Community Emergency Group, as well as others in the community who have offered their help in an emergency. This will help you contact everyone quickly in an emergency and make it easier for you and the emergency services to identify who is part of the Community Emergency Group.

It is important to remember to keep personal details safe, and only share it with those who need the information. For further information see

[www.ico.gov.uk/for\\_organisations/data\\_protection\\_guide.aspx](http://www.ico.gov.uk/for_organisations/data_protection_guide.aspx).

You may want to record contacts in a 'telephone tree', which sets out a process through which people have responsibility for ringing other contacts. An example of a telephone tree is provided in the template.

**ACTION:** Using [page 25](#) of the Community Emergency Plan template, complete your own emergency contact list or telephone tree.





# STEP 2 – WHAT TO DO IN AN EMERGENCY

## 5. Activation of your plan

When an emergency happens, you will need to know how to activate your plan and volunteers.

### In any emergency, having an emergency plan is not a substitute for calling 999.

You will have made your **local emergency responders** aware of your Community Emergency Plan as part of your planning process, so in most circumstances you should activate your plan in response to a call from the emergency services. You should work with your **local emergency responders** to identify how they will contact you, and how you should contact them, to activate your plan in an emergency.

In certain circumstances, the emergency services may be unable to contact you to ask you to activate your plan. Therefore, you should develop a series of triggers you can use as a Community Emergency Group to decide whether to take action.

For example:

- Have we been able to contact our local emergency responders?
- What messages are being put out in the media?
- What can we do safely without the help of the emergency services?

**ACTION:** Using [page 27](#) of the Community Emergency Plan template, record the process by which you will activate your plan.

## 6. What to do when you have activated your plan

Using your list of skills, people and resources, you will need to decide what you can do to safely support the work of the emergency services.

**ACTION:** Using [page 28](#) of the Community Emergency Plan template, record your own first steps in your Plan. The table should contain instructions on what needs to be done once an emergency has met the threshold for activating the plan.

An example is provided below:

	<b>Actions</b>	<b>Complete?</b>
1	Call 999 (unless already alerted).	
2	Ensure you are in no immediate danger.	
3	Contact the Community Emergency Group and meet to discuss the situation.	
4	Contact your local emergency responders to offer your assistance (if they have not already contacted you) and ask if there is anything specific they want you to do. Let them know how the situation is developing on the ground.	
5	Assess the situation with the Community Emergency Group and other key personnel (including local emergency responder representatives if possible).	
6	Agree actions and ensure each member of the Community Emergency Group/ volunteer knows what they will do.	
7	Meet regularly to see how the situation is developing, actions are progressing, and whether you need to reprioritise tasks or move resources around.	
8	Once the immediate actions have been completed and the situation starts to improve, start thinking about the recovery phase and the role the Community Emergency Group can play in helping the community return back to their day-to-day life.	

## 7. Your first Community Emergency Group meeting

An example of a draft agenda you can use for the first meeting of the Community Emergency Group can be found on [page 29](#) of the template. The draft agenda is intended to be a guide only. You may find that your team and volunteers are already getting on with helping but it is important to make sure everyone is safe and working in a coordinated way.

**ACTION:** Using [page 29](#) of the Community Emergency Plan template, record your own draft agenda in your Plan.

## 8. Evacuation

During an emergency, it might be necessary for some members of your community to be evacuated from their homes to a safe place. Speak to those coordinating the response to see what role the Community Emergency Group can play in this.

You may be able to assist with:

- door knocking or delivery of emergency messages;
- running of a rest centre; or
- identifying those who may need extra assistance to move to safety.

**ACTION:** Using [page 30](#) of the Community Emergency Plan template, record any actions for the Community Emergency Group that you have agreed with your local authority in their planning for an evacuation.

## 9. Communications

The Community Emergency Group should discuss how it will cope if communications are disrupted in the area. You may have access to walkie-talkies or amateur radio groups (for example, the Radio Amateurs' Emergency Network (RAYNET)) that you can use to communicate with each other.

The Community Emergency Group could also consider door knocking as an option to communicate with the public and get the emergency services' messages across if it is possible to do this safely. The Community Emergency Group should work with the emergency services to ensure any messages they are delivering to the community are consistent with those from the authorities.

**ACTION:** Using [page 30](#) of the Community Emergency Plan template, record alternative arrangements for communicating in your local area.



# STEP 3 – PRACTISING AND REVIEWING YOUR PLAN

## 10. Sharing your plan

Once you have developed your plan, share it with your community to get their views. It is important that all members of the community feel that the plan works for them.

It is also important that you share your plan with the emergency planning officer from your local authority, the emergency services and your [Local Resilience Forum](#) so that in the event of an emergency, they will know who to contact and what assistance you can provide.

You should record who has a copy of your plan and ensure that they receive a revised copy whenever it is updated.

**ACTION:** Using [page 22](#) of the Community Emergency Plan template, record a list of individuals and organisations who need to have a copy.

## 11. Reviewing and updating your plan

It is important to regularly review and update your Community Emergency Plan to ensure it meets the changing needs of your community.

It is also important to make sure that your plan will work properly in an emergency. You may wish to practice activating the plan to test how well it would work in an emergency, and see how ready members of your team and volunteers are to carry out its actions. You should work with your local emergency responders, using the local risk assessment you have produced, to identify scenarios that you can use to test the arrangements you have made in your plan.

Practising the arrangements in your plan will allow you to identify any problems with it. Once you have practiced your plan, you should review and update it. You should also regularly update your emergency contact lists to ensure it is accurate.

When you make any changes and amendments to the plan, you should record the amendments to ensure that everyone knows they are using the latest version.

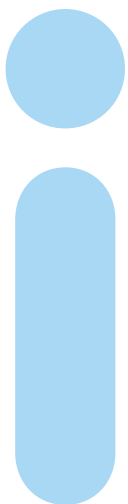
**ACTION:** Using [page 22](#) of the Community Emergency Plan template, record and maintain a list of updates to your plan.

## 11. Checklist for Community Emergency Coordinator

The checklist below is a prompt you can use as you go through the process of producing a Community Emergency Plan.

### Checklist for Community Emergency Coordinator:

- Have you established a Community Emergency Group?
- Have you considered what help and support you need and how to access it?
- Have you contacted your local authority's emergency planning officer or team?
- Have you assessed the existing skills and resources in your community?
- Have you identified key locations in the community to use in an emergency?
- Have you considered who in your community might be vulnerable in an emergency?
- Have you decided how and when you would activate your plan?
- Have you shared your plan with your community and your local emergency responders?



## What the Government will do

The Government's [Strategic National Framework on Community Resilience](#) sets out the Government contribution to enhancing and building individual, family and community resilience. The framework establishes a programme of work that will support and enable communities and individuals to be more prepared and resilient when facing emergencies and their consequences.

### We will:

- Provide guidance, templates and checklists to help you in your planning, and share information on the things you need to know for planning and preparing, such as relevant pieces of legislation and new funding streams.
- Listen to your feedback on our products and guidance, making changes where relevant.
- Help put you in touch with the right people and provide ways for you to communicate with the UK resilience community. In particular, we will facilitate and support you to engage with **local emergency responders** through existing networks and structures.
- Let you know what is happening so that you have up-to-date, accurate information to make decisions and carry out activities at a local level.
- Set up relevant web pages to communicate and share information with you.
- Champion your work nationally and listen to,

and learn from, your good practice.

- Obtain useful advice from national bodies, promoting and sharing guidance from relevant organisations.

In some circumstances, communities may require further training and/or resources to increase the resilience of their local area to a wide range of potential incidents. Funding can be sought from a variety of organisations and charities, at national, regional and local levels. Further information on funding can be found in Annex A on [page 18](#), which signposts some examples of funding as well as mechanisms for finding the best available funding for your community.

Please contact us at [community.resilience@cabinet-office.x.gsi.gov.uk](mailto:community.resilience@cabinet-office.x.gsi.gov.uk). If you would like further information or to tell us about community resilience work you are involved with.

# WHERE TO GET MORE INFORMATION

Below are the details of useful organisations where you can find further information on how to become more resilient.

## Preparing for Emergencies

[www.direct.gov.uk/preparingforemergencies](http://www.direct.gov.uk/preparingforemergencies)

The home of resources for individual and community resilience.

## Local Resilience Forum

[www.cabinetoffice.gov.uk/ukresilience/preparedness/ukgovernment/lrfs.aspx](http://www.cabinetoffice.gov.uk/ukresilience/preparedness/ukgovernment/lrfs.aspx)

This website provides contact details for Local Resilience Forums throughout England and Wales.

## National Risk Register

[www.cabinetoffice.gov.uk/reports/national\\_risk\\_register.aspx](http://www.cabinetoffice.gov.uk/reports/national_risk_register.aspx)

The online home of the National Risk Register.

## Environment Agency

[www.environment-agency.gov.uk](http://www.environment-agency.gov.uk)

Telephone: 08708 506 506 (Mon–Fri, 8am–6pm)

For information on environmental risks, including Flood Warnings.

## British Red Cross

[www.redcross.org.uk](http://www.redcross.org.uk)

Telephone: 0844 871 11 11

Information on the simple precautions that can be taken to prepare for a range of emergency situations, along with advice on how to cope when they do.

## RSPCA

[www.rspca.org.uk/in-action/international/emergencyresponse](http://www.rspca.org.uk/in-action/international/emergencyresponse)

Telephone: 0300 1234 555

The RSPCA has put together some guidelines so that you can be prepared to get your animals to safety in the event of flooding.

## Informed.Prepared.Together

[www.informedprepared.eu/](http://www.informedprepared.eu/)

Telephone: +(0032) 2 235 06 80

A gateway to resources, information and practical tools for developing the ability of individuals, communities and organisations to be better prepared to cope with emergencies and disasters.

## The Radio Amateurs' Emergency Network (RAYNET)

[www.raynet-uk.net/](http://www.raynet-uk.net/)

The UK's national voluntary communications service provided for the community by licensed radio amateurs.

# ANNEX A – FUNDING ARRANGEMENTS

There may be circumstances in which you need additional funding to help enhance resilience in your community. There are many organisations, government departments and charities that provide funding for community groups. Below are some examples of tools which can help you find the best available funding for your community, as well as a selection of examples of national, regional and local funding.

It is important to check the relevant websites for the most up to date information to ensure you meet the eligibility criteria or closing deadlines.

These grant finding websites and tools have been developed to find the most suitable grant for community projects. The process involves a simple checklist to see what funding is available.

## **Grant Finder**

[www.grantfinder.co.uk](http://www.grantfinder.co.uk)

Grants and policy database with details of 6,000 funding opportunities.

## **Funding Central**

[www.fundingcentral.org.uk](http://www.fundingcentral.org.uk)

Government funding portal for all third sector organisations, including community groups, providing access to 4,000 funding and finance opportunities, plus tools and resources supporting organisations to develop sustainable income strategies.

## **Government Funding**

[www.governmentfunding.org.uk](http://www.governmentfunding.org.uk)

Online portal to grants for the voluntary and community sector.

## **Lottery Funding**

[www.lotteryfunding.org.uk](http://www.lotteryfunding.org.uk)

Lottery Funding is a joint website run by all Lottery funders in the UK.

This site allows you to search information on current funding programmes across the UK.

## **Grantsnet**

[www.grantsnet.co.uk](http://www.grantsnet.co.uk)

A search directory for grants and funding programmes available within the UK.

## **Office of the Third Sector**

[www.cabinetoffice.gov.uk/third\\_sector.aspx](http://www.cabinetoffice.gov.uk/third_sector.aspx)

The Office for the Third Sector regularly has information about new and existing grants.

## **Wales**

In Wales, the Welsh Assembly Government provides funding support to a wide variety of organisational structures. Details of funding available can be found on the Welsh Assembly Government website at <http://wales.gov.uk/funding/fundgrantareas/?lang=en>.

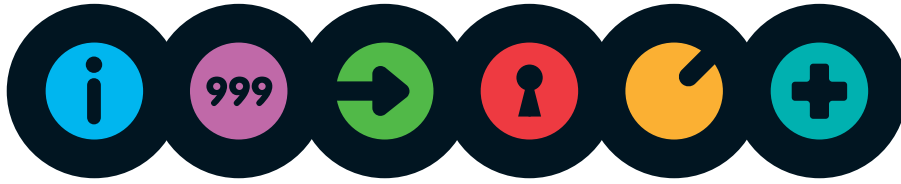


# EXAMPLE FUNDING SCHEMES

## National Funding

Available funding	Eligibility criteria (not all have been listed)	Who can apply?	Source
<p>Grassroots Grants Grants of between £250 and £5000 between now and March 2011</p>	<ul style="list-style-type: none"> <li>• A not-for-profit voluntary or community group in England</li> <li>• Led by volunteers</li> <li>• Active in local community 12 months or more</li> <li>• Average income (over three years) of less than £30,000 per year</li> <li>• Works for the benefit of your local community</li> </ul>	<ul style="list-style-type: none"> <li>• Any voluntary community or charitable organisation that meets the criteria</li> </ul>	<p>Funded by the Office for the Third Sector, grants are awarded by local grant-making bodies called Local Funders. To find your Local Funder, please visit the Community Development Foundation <a href="http://www.cdf.org.uk">www.cdf.org.uk</a></p>

Available funding	Eligibility criteria (not all have been listed)	Who can apply?	Source
<p><b>Comic Relief</b> Grants of up to £40,000</p>	<p>Applicants should:</p> <ul style="list-style-type: none"> <li>• Be working in a disadvantaged area.</li> <li>• Be small, locally based groups or organisations who have a clear understanding of the needs of their community.</li> <li>• Have limited access to other sources of income.</li> </ul>	<p>Community groups should:</p> <ul style="list-style-type: none"> <li>• Help people who are experiencing difficulties in their lives to regain their confidence and self-esteem</li> <li>• Build skills of local people</li> <li>• Increase community cohesion.</li> <li>• Respond to local economic needs.</li> </ul>	<p>Comic Relief: <a href="http://www.comicrelief.com/apply_for_a_grant/uk">www.comicrelief.com/apply_for_a_grant/uk</a></p>
<p><b>Awards for All</b> Grants of between £300 and £10,000</p>	<p>Projects that meet one or more of 4 outcomes:</p> <ul style="list-style-type: none"> <li>• People have better chances in life – with better access to training and development to improve their life skills.</li> <li>• Stronger communities – with more active citizens working together to tackle their problems.</li> <li>• Improved rural and urban environments – which communities are better able to access and enjoy.</li> <li>• Healthier and more active people and communities.</li> </ul>	<ul style="list-style-type: none"> <li>• Voluntary or community organisations, parish or town councils, schools or health bodies.</li> <li>• Must have a bank account that requires at least two unrelated people to sign each cheque or withdrawal</li> <li>• Project must be completed within one year</li> </ul>	<p>Lottery grants scheme funding small, local community-based projects in the UK. <a href="http://www.awardsforall.org.uk">www.awardsforall.org.uk</a></p>



**PREPARING FOR EMERGENCIES**  
WHAT YOU NEED TO KNOW

[Insert your community name here]

# Draft Emergency Plan template

Consultation document

**Plan last updated on: xx/xx/xxxx**

**How to use this template:** This template is designed for you to fill in the details of your community emergency preparations. There are notes in italics to help you fill the template. Detailed notes on how to create a plan can be found in the Community Emergency Plan Guidance document at [www.cabinetoffice.gov.uk/communityresilience](http://www.cabinetoffice.gov.uk/communityresilience)

**IF YOU ARE IN  
IMMEDIATE DANGER  
CALL 999**



## Plan distribution list

Name	Role	Phone number / email address	Issued on
<i>Example: Ms Epo</i>	<i>Local Authority Emergency Planning Officer</i>	<i>020 1234 5678</i>	<i>DD/MM/YY</i>
<i>Mr Field</i>	<i>Local Environment Agency officer</i>	<i>020 1234 5678</i>	
<i>Miss Flood</i>	<i>Local Flood Warden</i>	<i>020 1234 5678</i>	

## Changes to plan

Date	Date for next revision	Details of changes made	Changed by
<i>Example: DD/MM/YY</i>	<i>DD/MM/YY</i>	<i>Annex X added.</i>	<i>Community Emergency Coordinator</i>
<i>DD/MM/YY</i>	<i>DD/MM/YY</i>	<i>New Community Emergency Group members added.</i>	<i>Community Emergency Coordinator</i>
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## LOCAL RISK ASSESSMENT

Risks	Impact on community	What can the Community Emergency Group do to prepare?
<i>Example: River through village can flood</i>	<ul style="list-style-type: none"> <li>• <i>Flooding of local streets</i></li> <li>• <i>Blocked access to town hall</i></li> <li>• <i>Damage to property</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Encourage residents to improve home flood defences</i></li> <li>• <i>Work with local emergency responders to see if you can help with distribution of flood warnings and any evacuation and rest centre establishment required</i></li> <li>• <i>Find out what flood defences exist or are planned in the area</i></li> </ul>

## LOCAL SKILLS AND RESOURCES ASSESSMENT

Skill/Resource	Who?	Contact details	Location
<i>Example: Trained first aider</i>	<i>Sandy Fortman</i>	<i>01700 5668xx</i>	<i>17 Brookvale Street</i>
<i>4 x 4 owner/driver</i>	<i>Bob Southwold</i>	<i>01700 5648xx</i>	<i>Garages to rear of High Street</i>
<i>Chainsaw owner (tree surgeon)</i>	<i>Simon Chalmers</i>	<i>01700 5605xx</i>	<i>Simon's Landscaping – 4 Terrace Yard</i>
<i>Water/food supplies</i>	<i>Village Shop</i>	<i>01700 5608xx</i>	<i>2 High Street</i>

## KEY LOCATIONS

identified with local authority for use as places of safety

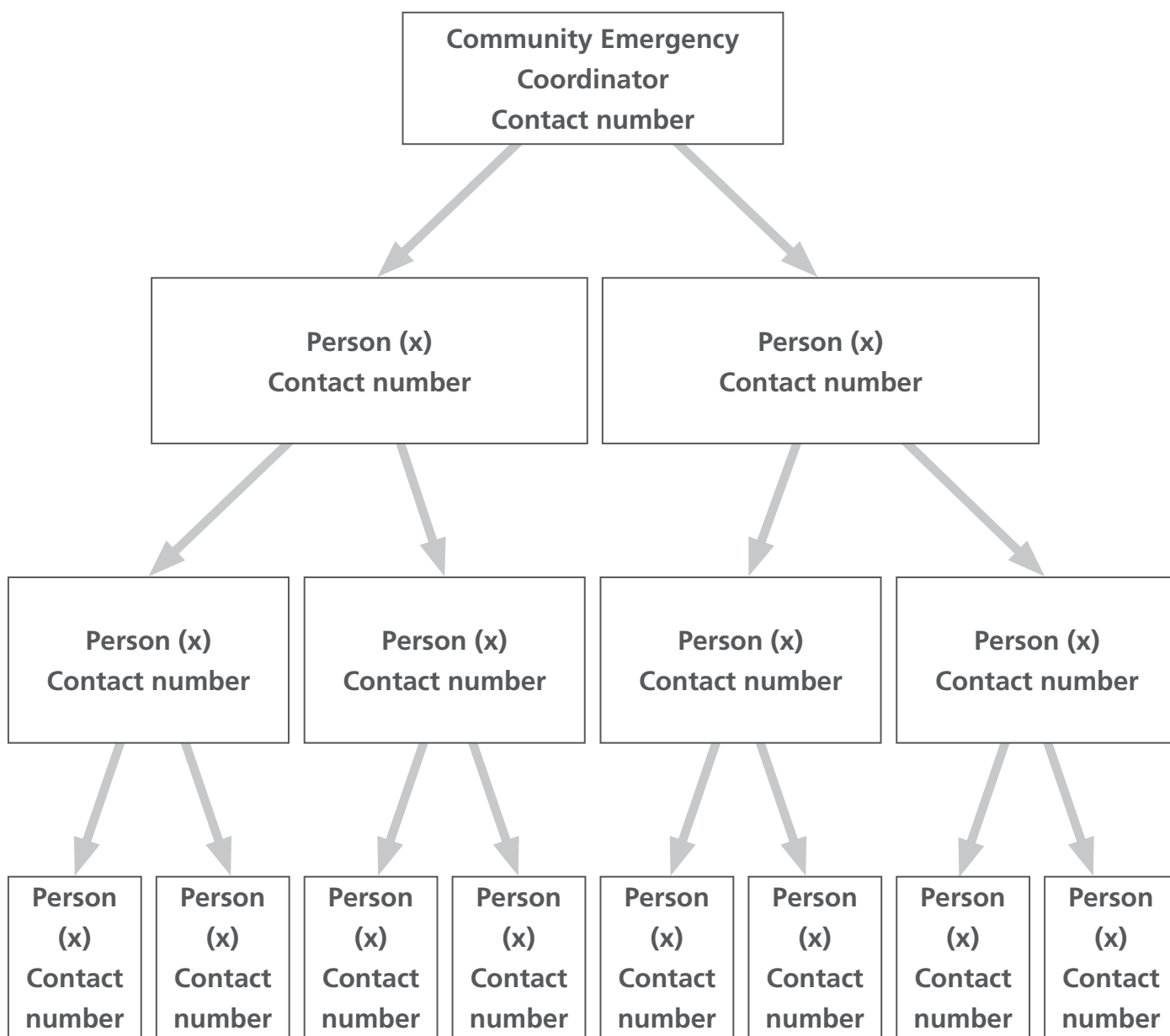
Building	Location	Potential usage in an emergency	Contact details
<i>Example: Church Hall</i>	<i>1 Church Square</i>	<i>Rest Centre/safe place</i>	<i>Colin Molesworth – Warden - 07749 8557xx</i>
<i>Watley Central High School</i>	<i>Watley Street</i>	<i>Rest Centre/safe place</i>	<i>Jane Shulman – Caretaker – 07749 8655xx</i>

## EMERGENCY CONTACT LIST

<i>Photo</i>	<i>Example: Name: Paul Ridgeway</i>
	<i>Title: Community Emergency Coordinator</i>
	<i>24hr telephone contact: 07700 7785xx</i>
	<i>Email: xx@xx.xx</i>
	<i>Address: 2 Brook Road</i>
<i>Photo</i>	<b>Name:</b>
	<b>Title:</b>
	<b>24hr telephone contact:</b>
	<b>Email:</b>
	<b>Address:</b>

# SAMPLE TELEPHONE TREE

The phone tree works as a pyramid, with the coordinator at the top making the first call to two or more people. In turn, they call an assigned set of people and so on, until the tree is complete.





## LIST OF COMMUNITY ORGANISATIONS

that may be helpful in identifying vulnerable people or communities in an emergency

*[Use this space to record details of organisations active in your local area that may be able to help you identify vulnerable people in an emergency.]*

## ACTIVATION TRIGGERS

*[Use this space to record details of how your plan will be activated. You should include details of how the plan will be activated as a result of a call from the emergency services, and also how your community will decide to activate the plan yourselves, if the emergency services are unavailable]*

# FIRST STEPS IN AN EMERGENCY

Follow the instructions below when the plan is activated.

	<b>Instructions</b>	<b>Tick</b>
1	<i>Example: Call 999 (unless already alerted)</i>	√
2	<i>Ensure you are in no immediate danger</i>	
3	<i>Contact the Community Emergency Group and meet to discuss the situation</i>	
4		
5		
6		
7		
8		
9		
10		

# DRAFT COMMUNITY EMERGENCY GROUP FIRST MEETING AGENDA

## Example Community Emergency Group Emergency Meeting Agenda

**Date:**

**Time:**

**Location:**

**Attendees:**

### 1. What is the current situation?

*You might want to consider the following:*

**Location of the emergency. Is it near:**

- A school?
- A vulnerable area?
- A main access route?
- Type of emergency:
- Is there a threat to life?
- Has electricity, gas or water been affected?

**Are there any vulnerable people involved?**

- Elderly
- Families with children
- Non-English-speaking people.

**What resources do we need?**

- Food?
- Offroad vehicles?
- Blankets?
- Shelter?

### 2. Establishing contact with the emergency services

### 3. How can we support the emergency services?

### 4. What actions can safely be taken?

### 5. Who is going to take the lead for the agreed actions?

### 6. Any other issues?

## ACTIONS AGREED WITH LOCAL AUTHORITY IN THE EVENT OF AN EVACUATION

*[Use this space to record details of the actions you can take to help your local authority if an evacuation is necessary in your community.]*

## ALTERNATIVE ARRANGEMENTS FOR STAYING IN CONTACT IF USUAL COMMUNICATIONS HAVE BEEN DISRUPTED

*[Use this space to record details of alternative communications within your local area should usual methods communications be disrupted. This could include the owner/locations of long distance walkie-talkies or details of your local Radio Amateurs' Emergency Network (RAYNET) group]*



**PREPARING FOR EMERGENCIES**  
WHAT YOU NEED TO KNOW

[Insert your community name here]

# Draft Emergency Plan template

Consultation document

Plan last updated on: xx/xx/xxxx

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# LOCAL RISK ASSESSMENT

Risks	Impact on community	What can Community Emergency Group do to prepare?
<i>Example: River through village can flood</i>	<ul style="list-style-type: none"> <li>• <i>Flooding of local streets</i></li> <li>• <i>Blocked access to town hall</i></li> <li>• <i>Damage to property</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Encourage residents to improve home flood defences</i></li> <li>• <i>Work with local emergency responders to see if can help with distribution of flood warnings and any evacuation and rest centre establishment required</i></li> <li>• <i>Find out what flood defences exist or are planned in the area</i></li> </ul>

# LOCAL SKILLS AND RESOURCES ASSESSMENT

Skill/resource	Who?	Contact details	Location
<i>Example: Trained first aider</i>	<i>Sandy Fortman</i>	<i>01700 5668xx</i>	<i>17 Brookvale Street</i>
<i>4x4 owner/driver</i>	<i>Bob Southwold</i>	<i>01700 5648xx</i>	<i>Garages to read of High Street</i>
<i>Chainsaw owner (tree surgeon)</i>	<i>Simon Chalmers</i>	<i>01700 5605xx</i>	<i>Simon's Landscaping – 4 Terrace Yard</i>
<i>Water/food supplies</i>	<i>Village Shop</i>	<i>01700 5608xx</i>	<i>2 High Street</i>



# KEY LOCATIONS

identified with local authority for use as places of safety

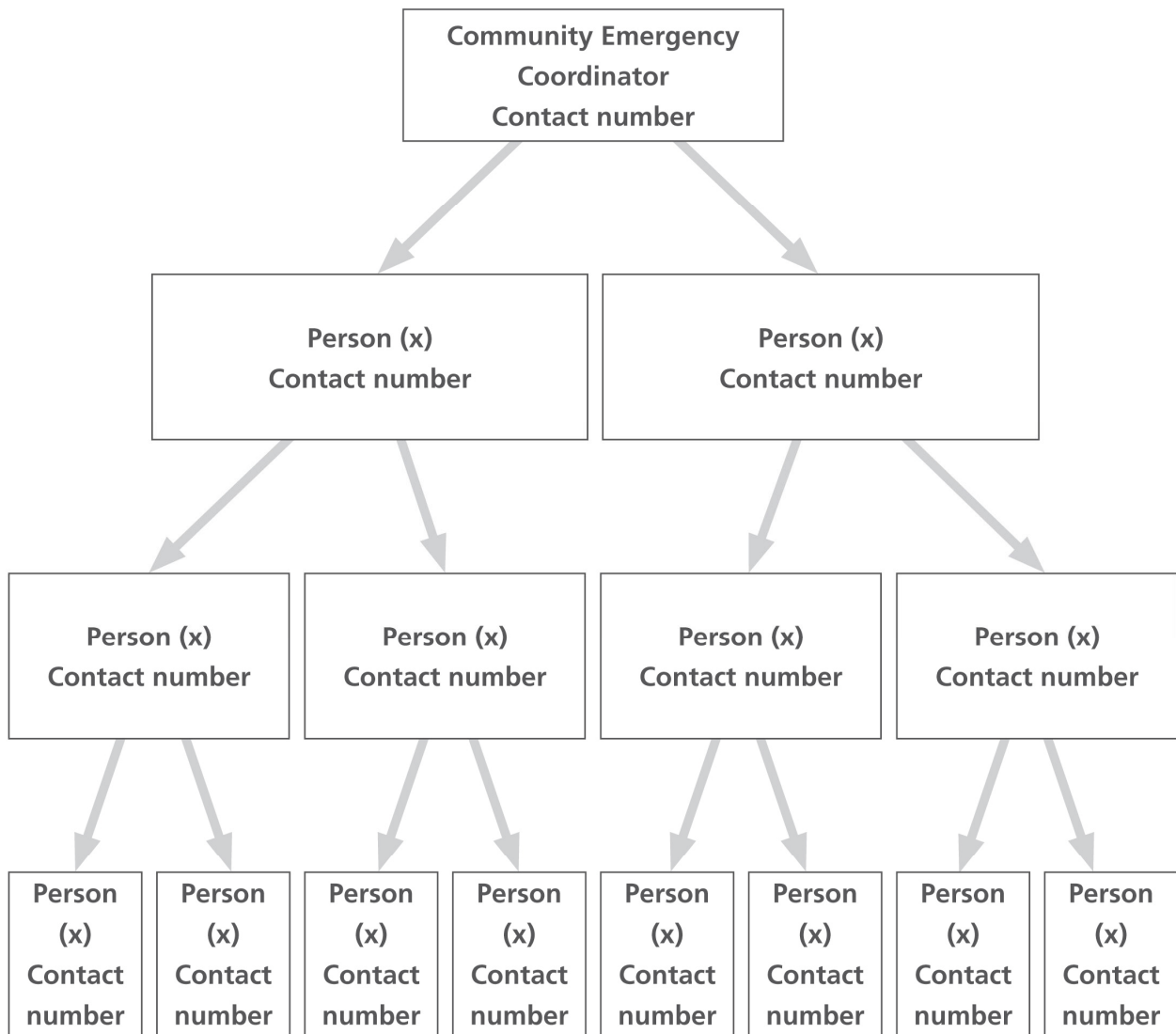
Building	Location	Potential usage in an emergency	Contact details
<i>Example: Church Hall</i>	<i>1 Church Square</i>	<i>Rest Centre/safe place</i>	<i>Colin Molesworth – Warden – 07749 8557xx</i>
<i>Watley Central; High School</i>	<i>Watley Street</i>	<i>Rest Centre/safe place</i>	<i>Jane Shulman – Caretaker – 07749 8655xx</i>

# EMERGENCY CONTACT LIST

<i>Photo</i>	<i>Example:</i>
	<i>Name: Paul Ridgeway</i>
	<i>Title: Community Emergency Coordinator</i>
	<i>24hr telephone contact: 07700 7785xx</i>
	<i>Email: xx@xx.xx</i>
	<i>Address: 2 Brook Road</i>
<i>Photo</i>	Name:
	Title:
	24hr telephone contact:
	Email:
	Address:

# SAMPLE TELEPHONE TREE

The phone tree works as a pyramid, with the coordinator at the top making the first call to two or more people. In turn, they call an assigned set of people and so on, until the tree is complete.



# LIST OF COMMUNITY ORGANISATIONS

that may be helpful in identifying vulnerable people or communities in an emergency

*[Use this space to record details of organisations active in your local area that may be able to help you identify vulnerable people in an emergency.]*

# ACTIVATION TRIGGERS

*[Use this space to record details of how your plan will be activated. You should include details of how the plan will be activated as a result of a call from the emergency services, and also how your community will decide to activate the plan yourselves, if the emergency services are unavailable]*

# FIRST STEPS IN AN EMERGENCY

Follow the instructions below when the plan is activated.

	Instructions	Tick
1	<i>Example: Call 999 (unless already alerted)</i>	✓
2	<i>Ensure you are in no immediate danger</i>	
3	<i>Contact the Community Emergency Group and meet to discuss the situation</i>	
4		
5		
6		
7		
8		
9		
10		

# DRAFT COMMUNITY EMERGENCY GROUP FIRST MEETING AGENDA

## Example Community Emergency Group Emergency Meeting Agenda

**Date:**

**Time:**

**Location:**

**Attendees:**

### 1. What is the current situation?

*You might want to consider the following:*

**Location of the emergency. Is it near:**

- A school?
- A vulnerable area?
- A main access route?
- Type of emergency:
- Is there a threat to life?
- Has electricity, gas or water been affected?

**Are there any vulnerable people involved?**

- Elderly
- Families with children
- Non-English-speaking people.
- What resources do we need?
- Food?
- Off-road vehicles?
- Blankets?
- Shelter?

### 2. Establishing contact with the emergency services

### 3. How can we support the emergency services?

### 4. What actions can safely be taken?

### 5. Who is going to take the lead for the agreed actions?

### 6. Any other issues?

# ACTIONS AGREED WITH LOCAL AUTHORITY IN THE EVENT OF AN EVACUATION

*[Use this space to record details of the actions you can take to help your local authority if an evacuation is necessary in your community.]*

# ALTERNATIVE ARRANGEMENTS FOR STAYING IN CONTACT IF USUAL COMMUNICATIONS HAVE BEEN DISRUPTED

*[Use this space to record details of alternative communications within your local area should usual methods communications be disrupted. This could include the owner/locations of long distance walkie-talkies or details of your local Radio Amateurs' Emergency Network (RAYNET) group]*

<b>Report to</b>	<b>Marlborough Area Board</b>	<b>Agenda Item No.14b</b>
<b>Date of Meeting</b>	<b>12 April 2011</b>	
<b>Title of Report</b>	<b>Community Area Grants</b>	

## **Purpose of Report**

To ask Councillors to consider 2 applications seeking 20011/12 Community Area Grant Funding:

Avebury Community Shop - £2,407

Ramsbury and Aldbourne Bowls Club - £971

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement. With this in mind Community Area Grants should be encouraged from and awarded to community and voluntary groups.
- 1.4. Area boards will not consider applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.5. Grant applicants are required to show evidence of fund raising to contribute to their project costs.
- 1.6. Officers are required to provide recommendations in their report, although the decision to support applications and to what level is made by Wiltshire Councillors on the area board.
- 1.7. Funding applications will be considered at every area board meeting.
- 1.8. All applicants are encouraged to contact Charities Information Bureau who is working on behalf of Wiltshire Council to support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.9. Paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.10. The 2011/2012 funding criteria and application forms are available on the council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) or paper versions are available from the Community Area Manager.

Background documents used in the preparation of this Report	<ul style="list-style-type: none"><li>• Community Area Grant Application Pack 2011/12</li><li>• Marlborough Community Area Plan 2004/14</li></ul>
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## 2. **Main Considerations**

- 2.1. Councillors will need to be satisfied that grants awarded in the 2011/12 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. The funding contained within this report forms the first round of funding during 2011/12.
- 2.3. Future rounds will be considered as follows:
  - 21 June 2011 (deadline for applications – 9 May)
  - 6 September 2011 (deadline for applications – 25 July)
  - 1 November 2011 (deadline for applications – 26 September)
  - 7 February 2012 (deadline for applications – 19 December)

## 3. **Environmental & Community Implications**

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

## 4. **Financial Implications**

- 4.1. Awards must fall within the area board's budget allocated to the Marlborough Area Board.
- 4.2. Marlborough Area Board has been allocated a 2011/2012 budget of £45,472 for community grants, community partnership core funding and councillor-led initiatives. The carry forward from the 2010/2011 budget is £13,779. This leaves a total budget of £59,251 for the 2011/2012 budget.
- 4.3. If the grant requests detailed in this report are awarded, Marlborough Area Board will have a balance of **£55,873**.

## 5. **Legal Implications**

- 5.1. There are no specific legal implications related to this report.

## 6. **HR Implications**

- 6.1. There are no specific HR implications related to this report.

## 7. **Equality and Inclusion Implications**

- 7.1. Community Area Grants give all local community and voluntary groups, town and parish councils, an equal opportunity to receive funding towards community based projects and schemes.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – 'Officer Recommendations'.

## 8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	Avebury Community Shop	To purchase and install an Electronic Point of Sale (EPOS) system.	£2,407

**8.1.1. It is recommended that Avebury Community Shop is awarded £2,407 towards the costs of purchasing and installing an Electronic Point of Sale system in the community shop, conditional upon the balance of funding being in place.**

8.1.2. Officers are of the opinion that the application meets grant criteria 2011/12.

8.1.3. This application demonstrates direct links to the 2004-2014 Marlborough Community Plan in the following sections: to address the closure of key facilities in local areas such as post offices and shops (section 1.8), to provide local employment opportunities (section 1.5) and to provide tourism products to improve the existing provision (section 1.6).

8.1.4. This project demonstrates links to Wiltshire Council's priorities in the Local Agreement for Wiltshire that aim to help local communities develop their own priorities and build a strong and vibrant voluntary sector.

8.1.5. The project has strong support from the parish council who believe that the shop is good for residents who don't have transport, reduces carbon emissions created by those who do have cars because they can walk to the shop, supports local produce growers and suppliers, serves other parishes who don't have their own shop, provides a focal point in the village for community spirit / a meeting place and the tourists benefit greatly in the summer from a fresh supply of ice-cream.

8.1.6. If the area board decides not to fund these improvements, the number of linked system components, e.g. scales, card machine, the community shop can purchase will be reduced.

Ref	Applicant	Project proposal	Funding requested
8.2.	Ramsbury & Aldbourne Bowls Club	To purchase special junior sized bowls to encourage 6-16 year olds to participate in the sport.	£971

**8.2.1. It is recommended that Ramsbury and Aldbourne Bowls Club is awarded £971 for the purchase of special junior sized bowls to encourage 6-16 year olds participate in the sport.**

8.2.2. Officers are of the opinion that the application meets grant criteria 2011/12.

- 8.2.3. This application links to the 2004-2014 Marlborough Community Plan under the following sections: to use leisure facilities to engage young people to have a sense of belonging and pride of place (section 8.7) and to increase numbers of young people engaging in activities (section 8.8).
- 8.2.4. This project demonstrates a link to Wiltshire Council's priorities in the Local Agreement for Wiltshire that aims to build 'resilient communities' with high social capital through people feeling socially included, to encourage communal activities and events that bring different age groups together and to promote healthy lifestyles.
- 8.2.5. The Ramsbury and Aldbourne Bowls Club are active fundraisers who raise 23% of their running costs through year-round special events.
- 8.2.6. This project is supported by the parish council who believe that this initiative links to the Parish Council Youth Committee's strategy to find more activities for young people in the village.
- 8.2.7. This project provides an opportunity for young people completing their Duke of Edinburgh awards for which 'learning a new skill' is a requirement.
- 8.2.8. The project provides an opportunity for the young players to mix with older members helping to bring greater cohesion between the age groups in the village.
- 8.2.9. If the area board decide not to fund the project, the purchase of the junior sized bowls will be dependent on when the club has spare funds, delaying the provision of the junior activity.

## 9. Summary of Community Area Grant Funding 2010/11

- 9.1. The area board awarded a total of £29,819 in community grants. This enabled projects totalling **£95,894** to take place in the Marlborough Community Area.

Division	Organization	Area Board Grant	Total Project Cost
Aldbourn and Ramsbury	Aldbourn Festival Committee	£1,250	£2,500
	Aldbourn Parish Council	£773	£773
	Aldbourn Scout and Guide Supporters	£1,738	£3,475
	Aldbourn Website Group	£3,490	£6,980
	Baydon Cricket Club	£515	£515
	Baydon Parish Council	£2,977	£6,000
	Ramsbury Allotment Association	£697	£697
	Ramsbury Neighbourhood First Responder Team	£3,400	£8,000

	Rambury and Axford Parish Council	£2,217	£4,437
<b>Marlborough East and West</b>	Marlborough Town Council	£5,000	£48,000
	Marlborough Apple Day	£709	£709
	We Love Marlborough	£861	£2,123
	Marlborough Area Development Trust	£1,391	£4,090
<b>West Selkley</b>	Kennet Valley Hall Association	£1,000	£1,000
	Kennet Valley Hall Association	£2,000	£4,794
	Winterbourne Monkton and Berwick Bassett Parochial Church Council	£810	£810
	Little Dragons Pre-School	£991	£991

Appendices:	Appendix 1 Grant application – Avebury Community Shop Appendix 2 Grant application – Ramsbury and Aldbourne Bowls Club
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Julia Densham Tel: 01249 706496 E-mail: <a href="mailto:julia.densham@wiltshire.gov.uk">julia.densham@wiltshire.gov.uk</a>
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# Performance Reward Grant Scheme

## APPLICATION FORM

To be returned to:

[wiltshirelaa@wiltshire.gov.uk](mailto:wiltshirelaa@wiltshire.gov.uk)

Area Board	<i>All Wiltshire community areas</i>	
Form submitted by (contact for all queries)	<i>David J Budd, Crime Prevention Office on behalf of Wiltshire's Neighbourhood Watch Schemes c/o Wiltshire Police Community Affairs Department <a href="mailto:David.budd@wiltshire.pnn.police.uk">David.budd@wiltshire.pnn.police.uk</a> 01225 794659 Mobile 07966 818020</i>	
Name of initiative	<i>Crime Detection through Ultra Violet scanning</i>	
Brief Description of Initiative	<i>As a joint initiative with Smart water technology Limited Wiltshire Police have offered members of Neighbourhood Watch schemes across the county Smart water property marking kits at a discounted price. Smart water kits are individually unique and provide a direct link between the property marked and the lawful owner. To be effective the Police require the facility to scan items for property marking such as Smart water or Selecta DNA. The purpose of this initiative is to seek funds for the purchase of UV scanning torches for issue to Police Officers on operational duties.</i>	
Please put a cross against the ambition(s) that this initiative will support *It is only necessary to identify those ambitions on which you feel your bid will make a significant impact.	Building resilient communities	x
	Improving affordable housing	
	Lives not services	
	Supporting economic growth	
	Safer communities	x
	Protecting the environment	
	Action for Wiltshire – combating the recession	x
	Improving outcomes for Children and young people	
Amount of funding sought	<i>£20,000</i>	
What will this money be spent on?	<i>Purchase of 500 x UV3C Twin Task Torches</i>	
Is planning permission required?	<i>Not required</i>	
Have quotes been obtained? Yes	<i>There is only one quote as this is the only company with which Wiltshire Police deal that supply these items. Having</i>	

	<i>purchased some of these items from this company in the past I am satisfied with their reliability and that they are fit for purpose. Value of quote £ 17,225 plus VAT (rising to 20% in Jan 2011).</i>
<p>Note: Bids will only be considered if they help us to achieve our ambitions in the Local Agreement for Wiltshire. It is important that initiatives have a positive local impact, and that we are able to show success. In this section you are being asked to provide information about how your project contributes, and how you will measure that success. The level of improvement we expect to see will be proportional to the level of the bid: i.e. the more funding required, the greater the level of impact and improvement that will be necessary.</p>	
<p>Please describe how your initiative will support the ambition(s) indicated above, and summarise the action that will be taken</p>	<p><i>By providing the tools to aid a positive Policing response to crime.</i></p> <p><i>Torches will be issued to operational Police Officers to enable them to deploy Ultra Violet light when scanning persons, vehicles and property stopped or seized for the purposes of detecting Smart water/selecta DNA or other property marking means. In conjunction with the application o Smart water or selecta DNA this will enable officer to identify property that may be stolen, apprehending the offenders and allowing the property to be returned to the rightful owners.</i></p>
<p>What makes this initiative a local priority (e.g. evidence from research and local support)</p>	<p><i>Crime affects us all in one way or another and this initiative allows local police officers to reduce the fear of crime through an increase in detections</i></p>
<p>How will you know you have been successful?</p>	<p><i>It will be possible to monitor the success through statistics of crimes detected as a result of Police officers using the scanning torches when doing search warrants, attending scenes of crimes and during routine checks of persons, vehicles and property. Success can also be measured against a reduction in acquisitive crime.</i></p>
<ul style="list-style-type: none"> <li>• How will you measure the impact? (may have more than one measure)</li> </ul>	<ol style="list-style-type: none"> <li><i>1. A decrease in peoples fear of crime</i></li> <li><i>2. An increase in the public confidence in Wiltshire Police</i></li> <li><i>3. Furthering the aim of Wiltshire Police in making Wiltshire the safest county in the country</i></li> </ol>
<ul style="list-style-type: none"> <li>• What is your improvement target (s), and when do you expect to achieve this/these?</li> </ul>	<p><i>The target would be an increase in detections of acquisitive crime and also a decrease in the number of crimes committed. The time scale is difficult to quantify</i></p>

<ul style="list-style-type: none"> <li>How will you ensure that the improvement continues after the end of the initiative? )</li> </ul>	<p><i>The torches will be issued to operational officers and will remain an ongoing commitment.</i></p> <p><i>At present this is a one off funding however it is hoped that further funding can be found to purchase more crime Prevention/detection aids in the future.</i></p>
Who will benefit from this initiative?	<i>Potentially this initiative will benefit all the residents across Wiltshire who will hopefully see a decrease in acquisitive crime and a higher detection rate of those crimes that do take place.</i>
Confirm no unfunded commitments from this initiative	<p>Please delete the statement that does not apply:</p> <p>1. I confirm that there will be no unfunded financial commitments arising from this initiative</p>
Will ongoing maintenance of premises/equipment be necessary?	<i>If 'Yes' please indicate how this will be funded/who is responsible No</i>
What are the key risks to success and how will these be managed?	<i>There would appear to be no risks.</i>
Who will manage the initiative	<p><i>David J Budd</i>  <i>Crime Prevention Office</i>  <i>Wiltshire Police</i>  <i>Community Affairs Department</i>  <a href="mailto:David.budd@wiltshire.pnn.police.uk"><u>David.budd@wiltshire.pnn.police.uk</u></a>  01225 794659  Mobile 07966 818020</p>

Signed:

Chairman of Area Board

Dated:

**NB: It is the responsibility of the Area Board to ensure that:**

- bids are robust and well-founded**
- public money is spent appropriately and in accordance with the details of the bid and with any conditions placed on approval by the PRG Panel**
- the initiatives are managed well to achieve the benefits and that performance improvement is reported**





## Area Board Project/Councillor Initiative

### 1. What is the project?

'Slipper Exchange' at Marlborough Health Fair event

### 2. Where is the project taking place?

Marlborough Town Hall, Marlborough

### 3. When will the project take place?

11 May 2011 – from 10am to 3pm

### 4. Please outline:

- **Community benefits**
- **Evidence of need**
- **Links to Community Plan**
- **Community Issue**

Local health services have been chosen as a priority for Marlborough Area Board with the formation of the Local Health Forum at the area board meeting in October 2010. Wiltshire has an ageing population and the provision of care and services is regarded as a high priority by Wiltshire Council.

The JSNA (Joint Strategic Needs Assessment) for the Marlborough Area identifies the hospital admissions due to trips and falls. Ill fitting and worn out slippers can be the cause of some of these trips and falls.

### 5. What is the desired outcome/s of this project?

The slipper exchange is intended to provide new slippers, properly fitted, for some of the most vulnerable members of our community.

The slipper exchange will also raise awareness about the need to wear the right size footwear and to ensure that it is in a serviceable condition.

To highlight what services, local groups and activities are available to the community and to help people to be cared for correctly either at home or in a care home.

# Area Board Project/Councillor Initiative

## 6. Who will Project Manage this project?

Marlborough Area Board Councillor Jemima Milton  
Marlborough Area Board Manager Julia Densham

## 7. Please confirm costs and provide quotes

- Total project costs up to and including £5,000 - 1 quote
- Total project costs over £5,000 - 3 quotes

Up to 50 pairs of slippers for exchange to the community £500

## 8. Additional information in support of the project

This whole event is part of people being made aware of the facilities, services and activities that a wide range of groups, organisations, companys and local partner agencies can offer the community.

The aim of the event is to:

- Promote existing services, facilities and activities
- Ask people for their comments and feedback
- Ask people about their needs and aspirations
- Provide clubs and organisations with an opportunity to:
  - Raise their profile locally
  - Recruit new members & supporters