

## AGENDA

**Meeting:** TROWBRIDGE AREA BOARD  
**Place:** Council Chamber, Civic Centre, Trowbridge, BA14 8AH  
**Date:** Thursday 13 September 2012  
**Time:** 7.00 pm

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Including the Parishes of Hilperton, North Bradley, Southwick, Trowbridge and West Ashton

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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.

**Tea, coffee and the opportunity to talk informally from 6:30pm.**

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Please direct any enquiries on this agenda to Penny Bell (Democratic Services Officer) on 01249 706613 / [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk) or Rachel Efemey (Trowbridge Community Area Manager) on 01225 718608 / [rachel.efemey@wiltshire.gov.uk](mailto:rachel.efemey@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 Councillors

Ernie Clark – Hilperton (**Vice Chairman**)  
Peter Fuller – Park  
Tom James MBE – Adcroft  
John Knight – Central  
Francis Morland – Southwick

Stephen Oldrieve – Paxcroft  
Helen Osborn – Lambrok  
Jeff Osborn – Grove  
Graham Payne – Drynham (**Chairman**)

| Items to be considered   | Time                 |
|--|----------------------|
| <p>1 <b>Chairman's Welcome and Introductions</b></p> <p>2 <b>Apologies</b></p> <p>3 <b>Minutes</b> (<i>Pages 3 - 12</i>)</p> <p style="padding-left: 40px;">i. To approve the minutes of the meeting held on Thursday 12 July 2012.</p> <p>4 <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any pecuniary or non-pecuniary interests, or dispensations granted by the Standards Committee.</p> <p>5 <b>Chairman's Announcements</b> (<i>Pages 13 - 22</i>)</p> <p>To include the following:</p> <p style="padding-left: 40px;">i. Paths for Communities – Grants for Parishes<br/> ii. Streetlight Savings<br/> iii. State of the Environment Report<br/> iv. Wiltshire &amp; Swindon Local Nature Partnership<br/> v. Barrier Busting Proposals.</p> | <p><b>7:00pm</b></p> |
| <p>6 <b>Partner Updates</b> (<i>Pages 23 - 40</i>)</p> <p>To note the written reports and receive any updates from the following:</p> <p style="padding-left: 40px;">i. Wiltshire Police<br/> ii. Wiltshire Police Authority<br/> iii. Wiltshire Fire and Rescue Service<br/> iv. NHS Wiltshire<br/> v. Trowbridge Community Area Future (TCAF)<br/> vi. Town and Parish Councils<br/> vii. Community Area Young Peoples' Issues Group (CAYPIG)<br/> viii. Community Groups.</p>   | <p><b>7.05pm</b></p> |
| <p>7 <b>Outside Body Updates</b> (<i>Pages 41 - 42</i>)</p> <p>Wiltshire Councillors appointed as representatives to Outside Bodies will report on any recent news, to include:</p> <p style="padding-left: 40px;">i. Transforming Trowbridge<br/> ii. Collaborative Schools<br/> iii. Trowbridge Shadow Community Operations Board.</p>   | <p><b>7.20pm</b></p> |

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| 8  | <p><b>Funding (Pages 43 - 50)</b></p> <p><b>a. Community Area Grants Scheme</b></p> <p>To consider the following applications:</p> <ul style="list-style-type: none"> <li>i. Trowbridge Sea Cadet Unit – To purchase a minibus - £5,000 requested.</li> <li>ii. Trowbridge Town Council – To run an Active Sports and Play Festival - £5,000 requested.</li> <li>iii. Wiltshire People First – An Oral History &amp; DVD project about the lives of people with learning disabilities - £500 requested.</li> <li>iv. Trowbridge Town Football Club – To purchase a mower - £1,000 requested.</li> <li>v. Trowbridge Town Team – To run a Dickensian Market in Trowbridge - £1,000 requested.</li> <li>vi. Trowbridge Town Team – To purchase umbrellas for a new Trowbridge Market - £5,000 requested.</li> </ul> | 7.25pm |
|    | <p><b>b. Small Grants Scheme</b></p> <p>To consider the following applications:</p> <ul style="list-style-type: none"> <li>i. Seymour TARA Community Hub – To purchase relaxed seating for the Hub – £350 requested .</li> <li>ii. Bradley Gardens Residents Assocation – To run a Hallowe'en event - £200 requested.</li> </ul>  |        |
| 9  | <p><b>Youth Advisory Groups (Pages 51 - 52)</b></p> <p>To receive information on the future of the Youth Service from Kevin Sweeney, Area Manager (North and East), Children and Families and Integrated Youth Service, Wiltshire Council.</p>  | 7.55pm |
| 10 | <p><b>Housing Need and Review of Wiltshire's Housing Allocations System (Pages 53 - 54)</b></p> <p>To receive information on the review of Wiltshire's Housing Allocations system.</p>  | 8.05pm |
| 11 | <p><b>Peter Black Site (Pages 55 - 56)</b></p> <p>To receive an update on the findings of the Peter Black site appraisal from Stephen Hawkins, Enforcement Team Leader, Wiltshire Council.</p>  | 8.25pm |
| 12 | <p><b>Community Asset Transfer - Southwick Allotments (Pages 57 - 60)</b></p> <p>To considering the Community Asset Transfer of Southwick Allotments from Wiltshire Council to Southwick Parish Council.</p>  | 8.35pm |

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| 13 | <b>Trowbridge Town Hall (Pages 61 - 62)</b><br>To receive an update on progress with plans for the Town Hall.   | 8.40pm |
| 14 | <b>Visiting Cabinet Representative</b><br>Councillor Stuart Wheeler will talk about his responsibilities for Campus Development & Culture (including Leisure, Sport & Libraries), and respond to any questions.<br><br><i>Questions may be submitted in advance. Please email any questions to <a href="mailto:penny.bell@wiltshire.gov.uk">penny.bell@wiltshire.gov.uk</a> by 6 September.</i> | 8.45pm |
| 15 | <b>Any Urgent Business, Forward Plan and Close (Pages 63 - 64)</b><br>The Chairman will take any items of urgent business.<br><br>The meeting is asked to note the future meeting dates below and the Forward Plan.   | 9.00pm |

**Future Meeting Dates**

**Thursday 15 November 2012**

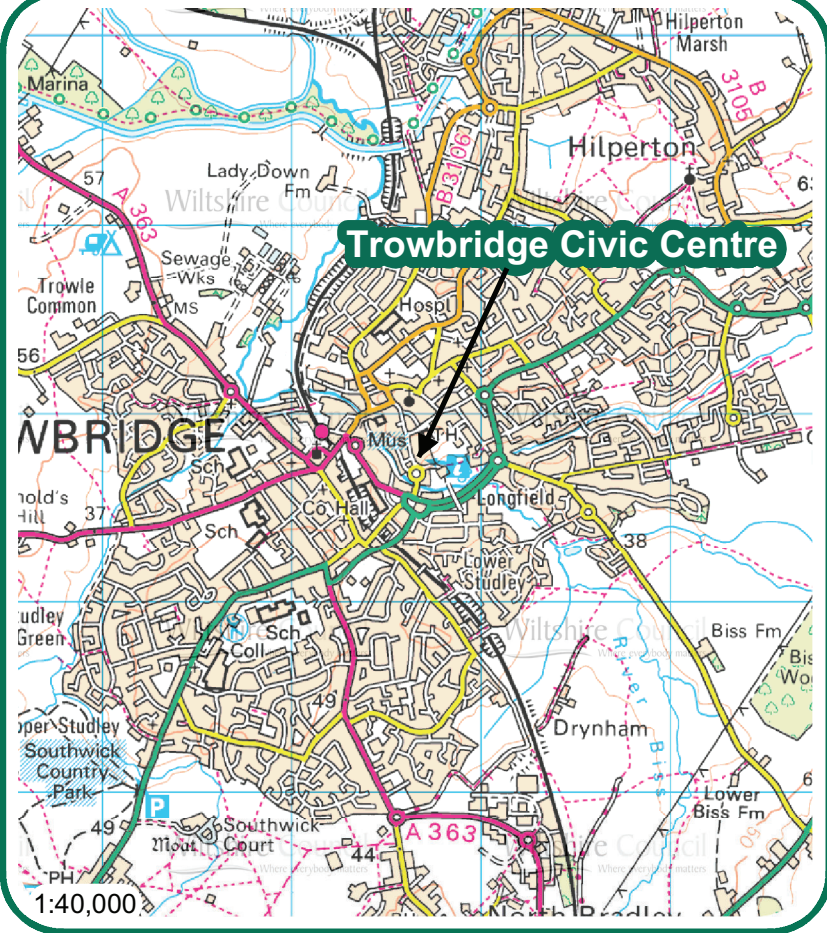
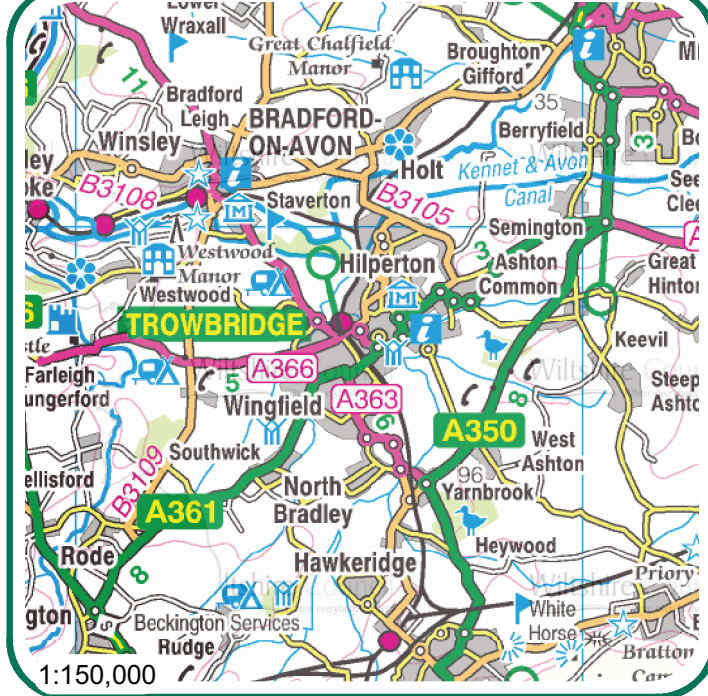
7.00pm  
County Hall, Trowbridge

**Thursday 17 January 2013**

7.00pm  
County Hall, Trowbridge

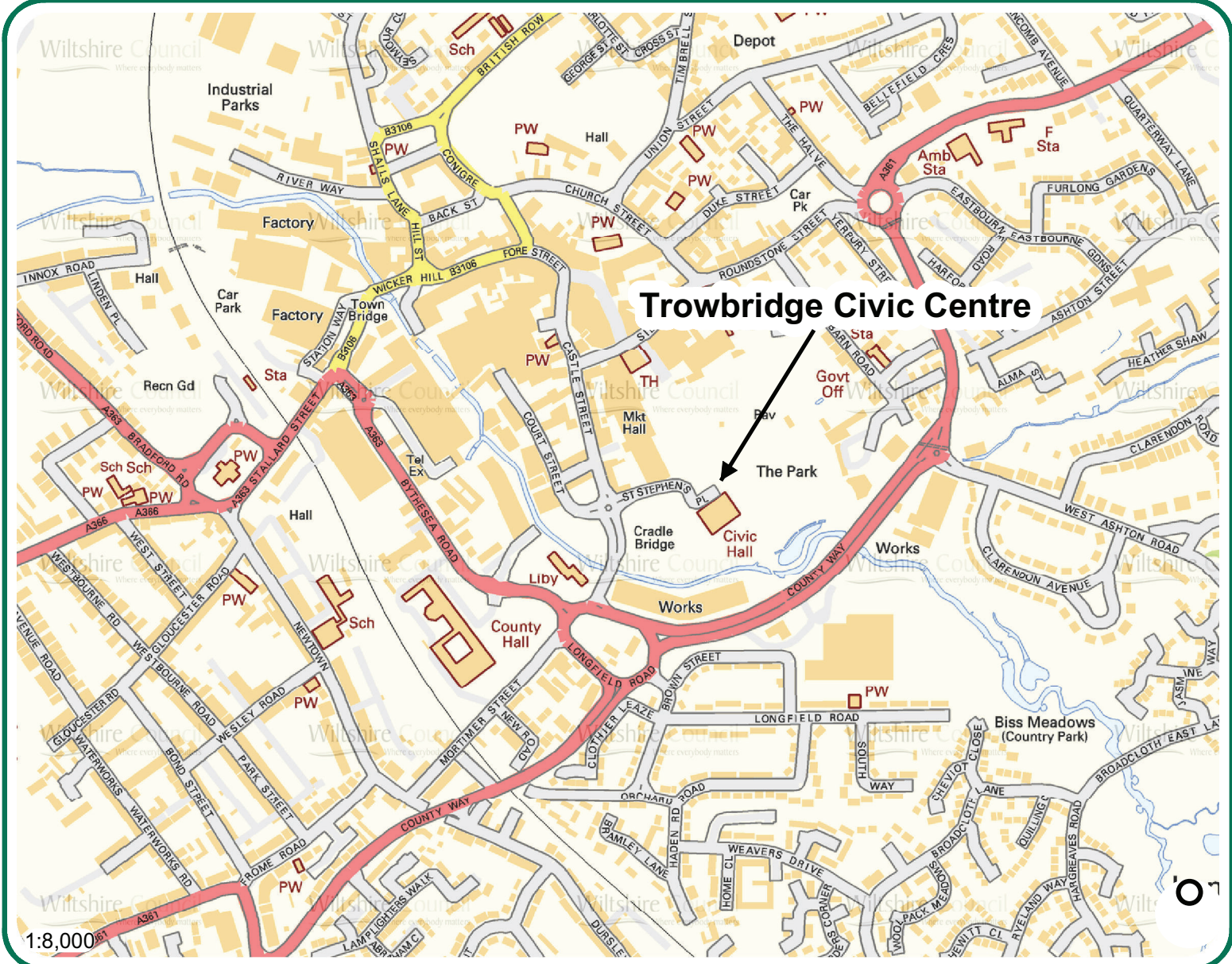
**Thursday 14 March 2013**

7.00pm  
County Hall, Trowbridge



**Trowbridge Civic Centre**  
**St Stephen's Place**  
**Trowbridge**  
**BA14 8AH**

**Wiltshire Council**  
 Where everybody matters





# MINUTES

**Meeting:** TROWBRIDGE AREA BOARD  
**Place:** Council Chamber, Civic Centre, Trowbridge, BA14 8AH  
**Date:** 12 July 2012  
**Start Time:** 7.00 pm  
**Finish Time:** 9.03 pm

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Please direct any enquiries on these minutes to:

Penny Bell (Democratic Services Officer), Tel: 01249 706610 or (e-mail) [penny.bell@wiltshire.gov.uk](mailto:penny.bell@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 Jeff Osborn, Cllr Peter Fuller, Cllr Stephen Oldrieve, Cllr John Knight,  
Cllr Francis Morland, Cllr Helen Osborn and Cllr Graham Payne (Chairman)

### **Wiltshire Council Officers**

Penny Bell, Democratic Services Officer  
Rachel Efemey, Trowbridge Community Area Manager  
Michael Hudson, Director of Finance  
Sandie Lewis, Head of Community Strategy and Voluntary Sector Support  
Bill Parks, Head of Local Highways and Streetscene

### **Town and Parish Councillors**

Trowbridge Town Council – Bob Brice  
North Bradley Parish Council – Roger Evans

### **Partners**

Wiltshire Police – Lisette Harvey  
Wiltshire Police Authority – Joy Hillyer  
NHS Wiltshire – Sarah MacLennan, Steve Rowland  
Trowbridge Community Area Future – Doug Ross, Tracy Sullivan, Colin Kay

Volunteer Centre Wiltshire – Vanessa Wells  
Parish Councils Liaison Group – Gaynor Polglase  
Adcroft Surgery – Stephen Locke

**Total in attendance: 45**

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| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u>  |
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| 1                      | <p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Graham Payne, welcomed everyone to the meeting of the Trowbridge Area Board. The Chairman also welcomed the visiting Cabinet representative, Councillor Fleur de Rhé-Philippe, responsible for Economic Development and Strategic Planning.</p> <p>A petition was presented to the Area Board which contained the signatures of 1,025 local people who were in support of the Innox Riverside development planning application that had recently been refused by the Western Area Planning Committee.</p> <p>The Chairman accepted the petition on behalf of the Area Board. The petition would be handed to Democratic Services and would be formally acknowledged, and would be brought to the attention of full Council and the Cabinet.</p> |
| 2                      | <p><u>Apologies</u></p> <p>Apologies for absence were received from Councillor Ernie Clark, Councillor Tom James, Mike Franklin of Wiltshire Fire &amp; Rescue Service and from the Community Area Young Peoples' Issues Group (CAYPIG).</p>   |
| 3                      | <p><u>Minutes</u></p> <p><b><u>Decision</u></b><br/> <b>The minutes of the meeting held on Thursday 17 May 2012 were agreed a correct record and signed by the Chairman.</b></p>   |
| 4                      | <p><u>Declarations of Interest</u></p> <p>Councillors Graham Payne, Jeff Osborn, John Knight, Peter Fuller, and Helen Osborn all declared general, non-pecuniary interests in Trowbridge Town Council issues due to being members of the Town Council.</p>   |
| 5                      | <p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to a number of briefings contained within the agenda pack.</p> <p>The Chairman also announced that the date of the Older People themed Area Board meeting had been changed from Thursday 11 October to Thursday 18 October 2012, from 10am to 12pm.</p>  |
| 6                      | <p><u>Partner Updates</u></p> <p>Update reports were received and noted from Wiltshire Police, Wiltshire Fire &amp;</p>  |

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|   | <p>Rescue Service, NHS Wiltshire, Trowbridge Town Council and Trowbridge Community Area Future.</p> <p>The Parish Councils Liaison Group would be meeting on Wednesday 25 July when it was expected that an update would be received regarding the Cleveland Bridge.</p> <p>It was reported that the Community Area Young Peoples' Issues Group (CAYPIG) was continuing to meet on Monday afternoons, and thanks were passed to the Studley Green TARA for allowing the use of the building.</p> <p>It was also reported that the Studley Green Youth Group might lose the use of the meeting room at the Community Centre. This was a concern because there was a problem with anti-social behaviour in the area and the loss of the youth group could potentially compound this.</p>  |
| 7 | <p><u>Outside Body Updates</u></p> <p>Updates from Outside Bodies were received as follows:</p> <ul style="list-style-type: none"> <li><b>i. Transforming Trowbridge</b><br/>The next meeting would be taking place on 13 July when the future of Transforming Trowbridge would be discussed, including how it would operate and what support would be available from Wiltshire Council.<br/><b>Action: a letter would be sent on behalf of the Trowbridge Area Board to confirm that the Area Board supported the continuation of Transforming Trowbridge.</b></li> <li><b>ii. Collaborative Schools</b><br/>It was reported that things were progressing very well and that various projects and developments were taking place. A fuller update would be provided at the next Area Board meeting.</li> <li><b>iii. Trowbridge Shadow Community Operations Board</b><br/>The first phase of public consultation was being launched and a questionnaire had been produced which people were urged to complete.</li> </ul> <p>The Chairman asked everyone in attendance at the meeting to stand for a moment's reflection in memory of George Bright of Wiltshire College who had recently passed away.</p> |
| 8 | <p><u>Visiting Cabinet Representative</u></p> <p>Councillor de Rhé-Philippe provided an overview of her cabinet responsibilities for her Economic Development and Strategic Planning portfolio.</p> <p><b>Strategic Planning</b><br/>Wiltshire Council had recently produced a Core Strategy document, which would guide development in Wiltshire until 2026. The next stage in the process was for</p>   |

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|   | <p>the document to be assessed by an independent inspector appointed by the Secretary of State, and then an Examination in Public would be held later this year. Following this, the document would come back to Wiltshire Council for adoption, and it was hoped this would happen early in 2013.</p> <p><b>Economic Development</b></p> <p>Since the abolition of the Regional Development Agency, the Government had been encouraging the development of Local Economic Partnerships (LEPs). Wiltshire Council had developed a LEP with Swindon Borough Council, which was proving successful at securing government funding to increase local development.</p> <p>With regards to the Bowyers site in Trowbridge, Councillor de Rhé-Philippe reported that a meeting had been held between herself, the Leader of the Council and the developer, to discuss options for a development that would be appropriate for the town. It was confirmed that Wiltshire Council had no intention to impose leisure facilities on this site.</p> <p>Following the presentation by Councillor de Rhé-Philippe, a number of points and issues arose, as follows:</p> <ul style="list-style-type: none"> <li>• One of the biggest priorities at present was to get the Core Strategy adopted by the Council as soon as possible in order to prevent speculative development.</li> <li>• Other priorities included the provision of more jobs in Wiltshire, and improving the connectivity of the A350 between the north and south of the county.</li> <li>• There was an issue with the sewer system underneath the Peter Black site in Trowbridge, and it was possible that this could be moved but a specific proposal was required before the Council would consider committing the funds for this.</li> <li>• High-level transport studies had been completed, but more detailed work would be required as and when developments came forward. It was hoped that Section 106 (developer contribution) agreements would help to bring transport improvements forward.</li> <li>• With regards to affordable housing, 40% of all new housing developments would be affordable. This would complement existing plans for PFI housing schemes and extra-care housing in the West Wiltshire area.</li> </ul> <p>The Chairman thanked Councillor de Rhé-Philippe.</p> |
| 9 | <p><u>Funding</u></p> <p><b><u>Community Area Grant Scheme</u></b></p> <p>The Area Board considered the following application to the Community Area Grant Scheme:</p>   |

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|    | <p><u>Sukosta Theatre Company</u><br/>The sum of £3,850 was requested for a theatre movement project.</p> <p><b><u>Decision</u></b><br/><b>The Area Board refused the application from Sukosta Theatre Company.</b><br/><b><i>Reason: The applicant should be seeking income from those businesses and organisations that would benefit from the project.</i></b></p> <p><b><u>Trowbridge Community Area Future (TCAF)</u></b><br/>The Area Board considered a recommendation to approve the core funding to TCAF for the financial year 2012/13.</p> <p><b><u>Decision</u></b><br/><b>The Area Board agreed:</b></p> <ol style="list-style-type: none"> <li><b>i. To approve the whole year's core funding of £15,556 with an agreement to release the first tranche of £7,778 immediately.</b></li> <li><b>ii. To release the second tranche at the January 2013 Area Board meeting as long as conditions set by the Partnership Development Officer, and agreed by the Area Board, had been met.</b></li> </ol>  |
| 10 | <p><u>Volunteering in Wiltshire</u></p> <p>Sandie Lewis, Head of Community Strategy and Voluntary Sector Support, Wiltshire Council and Vanessa Wells of Volunteer Centre Wiltshire delivered a presentation on the work being undertaken by the Council and its partners to develop and support volunteering in Wiltshire.</p> <p>Work was ongoing to make volunteering available to all, and to ensure that volunteering was well managed, supported and recognised through schemes such as the new 'Time Credits' scheme, a scheme whereby volunteers were rewarded by the time they gave by receiving a time credit which could be redeemed against certain time-related activities.</p> <p>There were plenty of opportunities available for volunteers; 1,500 volunteering opportunities had now been promoted through the Volunteer Centre and the number of volunteers had doubled in the last year to 2,265.</p> <p>Further information on volunteering opportunities was available by telephoning 0845 521 6224 or by visiting <a href="http://www.volunteercentrewiltshire.org.uk">www.volunteercentrewiltshire.org.uk</a></p> <p>Following the presentation, the following comments arose:</p> <ul style="list-style-type: none"> <li>• A large number of new volunteers had come forward recently, particularly in the Trowbridge area, with approximately 300 new volunteers in libraries &amp; arts.</li> <li>• Some areas of volunteering attracted more volunteers than others, and it was hoped the Time Credits initiative might help with this.</li> </ul> |

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|    | <ul style="list-style-type: none"> <li>• The most popular form of volunteering was to be a Youth Mentor for the Youth Funding Team.</li> <li>• Wiltshire Council had a strict policy whereby any volunteer working with vulnerable people would have to be CRB checked.</li> </ul> <p>The Chairman thanked Sandie and Vanessa for their presentation.</p>   |
| 11 | <p><u>Trowbridge Joint Surgery and Primary Care Centre Updates</u></p> <p>Sarah MacLennan, Head of Communications and Public Engagement for NHS Wiltshire, and Dr Stephen Rowlands, Medical Director of NHS Wiltshire &amp; NHS B&amp;NES, and Chairman of Wiltshire Clinical Commissioning Group gave presentations on the national and local picture of the NHS Reform.</p> <p>Dr Stephen Locke provided an update on the plans to merge two Trowbridge-based surgeries on the Adcroft Surgery site. Plans to merge the two surgeries had been ongoing for some time now, but had unfortunately been delayed by the Pathways for Change programme.</p> <p>In 2009, outline planning permission was granted for the provision of a single surgery on the Adcroft site, but the following year saw the worse of the financial problems take effect and the funding for the project was lost.</p> <p>The two surgeries were continuing to push forward with their plans to merge. Developers had been engaged and financial support from the bank had been secured. Negotiations with the Primary Care Trust regarding final funding for the project were ongoing.</p> <p>The surgeries had also been engaging with the Royal United Hospital in Bath to determine what services could potentially be delivered from the new Trowbridge surgery. They were currently considering transferring the provision of diagnostics and radiology (x-rays and scans).</p> <p>With regards to the next steps, draft plans were in the process of being drawn up with architects, and it was hoped that a planning application would be submitted by the autumn.</p> <p>A number of points and comments arose in the discussion that ensued, as follows:</p> <ul style="list-style-type: none"> <li>• The Clinical Commissioning Group would have a budget based on £25 per patient head with regards to the patient population of all the GP practices in the Clinical Commissioning Group.</li> <li>• The Great Western Hospital in Swindon was now responsible for managing all community hospitals across the county. The key focus with regards to community hospitals was on services; not buildings. The Clinical Commissioning Group would determine what facilities would be delivered where.</li> </ul> |

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|    | <ul style="list-style-type: none"> <li>• With regards to the new joint surgery, the build was estimated to take one year, so the facility could be expected to be complete approximately one year after receiving planning permission.</li> <li>• The other two Trowbridge surgeries were fully involved and engaged in the joint surgery plans, and it was hoped that the other surgeries would be able to utilise the facilities at the new surgery.</li> </ul> <p>The Chairman thanked Sarah MacLennan, Dr Rowlands and Dr Locke for their presentations and contributions to the meeting.</p>   |
| 12 | <p><u>Peter Black Factory</u></p> <p>The Chairman led a discussion regarding the former Peter Black site in Trowbridge which, since the developer had gone into liquidation, had become run-down, and subject to vandalism and graffiti.</p> <p>Officers from the Council's enforcement team advised that there were actions that could be taken under the Town and Country Planning Act, but that in order to consider this, it would be necessary to undertake a more detailed investigation first.</p> <p><b><u>Decision</u></b><br/> <b>The Area Board agreed to request officers on the enforcement team to investigate and seek to remedy the poor condition of the site and to report back with progress on their investigations to the September Area Board meeting, which would allow councillors to consider the issues at the site in light of a full appraisal.</b></p> |
| 13 | <p><u>Innox Hall, Trowbridge</u></p> <p>Councillor Jeff Osborn withdrew his motion regarding the future use of the land at Innox Hall in Trowbridge.</p> <p>This matter was due to be considered by the Cabinet Capital Assets Committee on 24 July and the use of the site as changing facilities had been identified as a feasible option by officers.</p>  |
| 14 | <p><u>Community Area Transport Group</u></p> <p><b><u>Decision</u></b><br/> <b>The Area Board considered recommendations from the Community Area Transport Group and approved the following:</b></p> <ol style="list-style-type: none"> <li>i. <b>To allocate £330 to fit an SDR to measure traffic on West Street in response to the ongoing issue of West Street being used as a rat run.</b></li> <li>ii. <b>To allocate £2,850 for dropped kerbs on Sherborne Road and Widbrook Meadow, Trowbridge in response to requests relating to</b></li> </ol>   |

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|    | <p><b>disability/mobility access.</b></p> <p><b>iii. To allocate the Speed Indicator Device to Horse Road, Hilperton.</b></p>   |
| 15 | <p><u>Any Urgent Business and Forward Plan</u></p> <p>The Chairman thanked everyone for attending the meeting.</p> <p>The next meeting of the Trowbridge Area Board would take place on Thursday 13 September, 7pm at the Civic Centre, Trowbridge.</p> |
| 16 | <p><u>Close</u></p>   |





## Area Board Theme for 2012/13 - Footpaths

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| <b>Subject:</b>                   | <b>Paths for Communities – Grant Opportunity for Parishes</b>   |
| <b>Officer Contact Details:</b>   | Michael Crook, Countryside Access Development Officer<br>01225 713349   |
| <b>Weblink:</b>                   | <a href="http://www.naturalengland.org.uk/ourwork/access/rightsofway/p4c.aspx">http://www.naturalengland.org.uk/ourwork/access/rightsofway/p4c.aspx</a> |
| <b>Further details available:</b> | <a href="mailto:DavidAndrews@visitwiltshire.co.uk">DavidAndrews@visitwiltshire.co.uk</a> Tel: 01722 341941  |

### Summary of Announcement:

Natural England has launched a new Paths For Communities Grant scheme enabling community groups and partnerships to improve their local public rights of way network. The fund totals £2 million, to be spent before May 2014.

Paths For Communities grant is designed to improve the rights of way network and must include a new right of way either in the form of a new physical path or higher rights such as upgrading a footpath to a bridleway or restricted byway. Funding has come from the Rural Development Programme for England and any scheme must be able to demonstrate benefit to the rural economy and rural populations.

Applications for funding from £5,000 to £150,000 can be submitted by local communities or broader partnerships. Landowner support, in agreeing a voluntary path creation, is essential at the outset. The Fund is open NOW and all application agreements have to be made by the end of December 2013. The process is competitive so it's important to ensure your project secures as many benefits as possible.

As with all grants no work on the project can start before the application is approved. Natural England's Local Grants Officer will discuss any potential projects with the applicant following submission of an initial "Expression of Interest". This form is available on the website above.

Normally 75% of the project will be funded and no additional public funding is allowed for the remaining 25% and this includes National Lottery money. However, there is some flexibility to allow up to 100% funding.



## Chairman's Announcements

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| <b>Subject:</b>                   | <b>Street Lighting Savings</b>  |
| <b>Officer Contact Details:</b>   | <b>Peter Binley</b> - Head of Service Highway Asset Management and Commissioning<br>Tel: 01225 713412                             |
| <b>Weblink:</b>                   | <a href="http://cms.wiltshire.gov.uk/ieDecisionDetails.aspx?ID=633">http://cms.wiltshire.gov.uk/ieDecisionDetails.aspx?ID=633</a> |
| <b>Further details available:</b> | See link above  |

### Summary of announcement:

The Council is seeking views on the proposals to save money and reduce its carbon footprint by reducing energy usage on street lighting.

The initial consultations is on the proposal to convert about half of the Council's street lighting to operate for part of the night, dim suitable lights when the streets are less busy, and remove lighting no longer required.

Subject to the outcome of this consultation and consideration of the by the Council's Cabinet, the scheme will be worked up in more detail. Further consultations will then be held with the relevant Town and Parish Councils on the individual lights to be changed.

The Council are currently seeking views on these changes to street lighting to reduce energy usage and costs.



## Chairman's Announcements

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| <b>Subject:</b>                   | <b>Wiltshire and Swindon State of the Environment report 2012</b>   |
| <b>Officer Contact Details:</b>   | Jenny Hawley, Environmental Intelligence Officer at Wiltshire Wildlife Trust - tel: 01380 736 084 and email: <a href="mailto:jennyh@wiltshirewildlife.org">jennyh@wiltshirewildlife.org</a> |
| <b>Weblink:</b>                   | Wiltshire Intelligence Network Environment section: <a href="http://www.intelligencenetwork.org.uk/environment">www.intelligencenetwork.org.uk/environment</a>                              |
| <b>Further details available:</b> | Full report available online or in hard copy and more detailed data on the Wiltshire Intelligence Network.  |

### Summary of announcement:

The State of the Environment report is the first of its kind for Wiltshire and Swindon, published in May 2012 and funded by NHS Wiltshire and Wiltshire Council. It provides a strategic assessment of Wiltshire's environment and forms the basis of the JSA environment section.

The report gives an overview of facts and figures relating to a wide range of issues, including land use, wildlife, climate change, waste, air quality, water resources and the historic environment. It highlights key themes and trends over time and in relation to the South West and the UK as a whole.

More detailed data is available in a new environment section of the Wiltshire Intelligence Network. This website gives easy access to up-to-date environmental information and online links to a wide range of sources.

The report and website provide an environmental evidence base to inform policy and decision-making by local authorities and others, and will help to inform the development of the new Wiltshire and Swindon Local Nature Partnership (a separate briefing on this will be available from August onwards).

Detailed information about the state of the environment in each Community Area can be extracted from these resources. For example, maps are available on the website of environmental designations (such as protected wildlife sites) and agri-environment schemes in each Community Area.

Any questions, comments or requests for further information can be addressed to Jenny Hawley (contact details above).



## Chairman's Announcements

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| <b>Subject:</b>                   | <b>Wiltshire and Swindon Local Nature Partnership (LNP)</b>   |
| <b>Officer Contact Details:</b>   | Zoe Pittaway, Wiltshire & Swindon LNP Coordinator, hosted at Wiltshire Wildlife Trust, Tel: 01380 725670 extension 279, Email: <a href="mailto:zoep@wiltshirewildlife.org">zoep@wiltshirewildlife.org</a>   |
| <b>Weblink:</b>                   | LNP website currently under development   |
| <b>Further details available:</b> | <b>Further details on LNPs can be found on Defra's website:</b> <a href="http://www.defra.gov.uk/environment/natural/whitepaper/local-nature-partnerships/">http://www.defra.gov.uk/environment/natural/whitepaper/local-nature-partnerships/</a> |

### Summary of announcement:

Over the last 6 months the Local Nature Partnership (LNP) has been developing across Wiltshire and Swindon. LNPs were introduced by Government in June 2011 as a new mechanism to help improve the health of our local environment. Ultimately LNPs will aim to raise the profile of the natural environment and enhance partnership working, in particular supporting the environment sector to engage more effectively with the business, community and health sectors.

All developing LNPs across the Country were asked to submit an application to Defra by 6<sup>th</sup> June 2012 outlining how the new partnership would function and what the LNP would aim to achieve. The Wiltshire & Swindon LNP engaged with a wide diversity of stakeholders from a range of sectors via workshops, meetings and talks. All of the feedback and comments that we received were incorporated in to the development of the LNP to ensure we built a useful and dynamic partnership.

Over the last two months we have been waiting to hear if our application for LNP status has been successful and I am now pleased to announce that the Wiltshire & Swindon LNP has officially been recognised by the Secretary of State. The Wiltshire & Swindon LNP Board will be meeting for the first time in September 2012.

Please find attached a short information sheet outlining what an LNP is, why the partnership will be important and how the LNP will function. Most importantly we hope you will be keen to respond to the key questions that we have included in the information sheet.

We will continue to keep you updated on the progress of the LNP and look forward to hearing from you soon.





# Chairman's Announcements

|                                   |   |
|-----------------------------------|---|
| <b>Subject:</b>                   | <b>Barrier Busting Proposals</b>  |
| <b>Officer Contact Details:</b>   | David.Bowater@wiltshire.gov.uk  |
| <b>Weblink:</b>                   | <a href="http://barrierbusting.communities.gov.uk/">http://barrierbusting.communities.gov.uk/</a> |
| <b>Further details available:</b> | <a href="http://barrierbusting.communities.gov.uk/">http://barrierbusting.communities.gov.uk/</a> |

## Summary of announcement:

### Barrier Busting Proposals

Many people have great ideas about how they could make their neighbourhood a better place to live. Volunteers, community groups and social enterprises of many kinds would like to play a bigger role in local life. But sometimes barriers get in the way. Red tape, rules and regulations stop people putting good ideas into action. Not only is this frustrating – it means that local people miss out.

The Government have a 'Barrier Busting Team' to help with this problem.

New rules have been put in place for the way in which 'Barrier Busting' proposals can be submitted to government by local authorities, under the Sustainable Communities Act.

The rules retain the requirement that Wiltshire Council consults its communities and reaches agreement on proposals before submitting them.

The new rules mean, however, that the Local Government Association (LGA) can ask the Secretary of State to look again at proposals submitted by local authorities that have been turned down.

Examples of previous proposals submitted can be found on the government's Barrier Busting Portal:  
<http://barrierbusting.communities.gov.uk/>

Anyone can use the portal to submit proposals directly. However, asking Wiltshire Council to submit a proposal means that the LGA can choose to appeal the decision if they are unhappy with the result.

If you have a suggestion for a barrier busting proposal that you think Wiltshire Council should submit, please say why and email these to: [David.Bowater@Wiltshire.gov.uk](mailto:David.Bowater@Wiltshire.gov.uk)





**Trowbridge  
Community Area Board  
September 2012**

**1. Neighbourhood Policing**

**Current Priorities:**

Up-to-date details of the current news about Neighbourhood Policing Teams (NPT), including profiles, priorities and forthcoming community consultation events can be found on the Wiltshire Police website [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

**Team News:**

PS Dave Hobman has moved to Trowbridge to lead the local NPT. He has the following staff covering the beats within the town and rural locations:

PC Pete Tuite, PCSO Laura Humphreys, PCSO Peter Tscherniawsky, PCSO Jo Matthews &, PCSO Debbie Robbins – Trowbridge Town

PC Jodie Price, PCSO James Bates & PCSO Gemma Bloomfield – Adcroft & Paxcroft

PC Lee Pelling & PCSO Matt Till – Trowbridge Park

PC Helen Beaven, PCSO Vicky Huntley & PCSO Phil Greenaway – Drynham & Grove

PC Alison Davies, PCSO Xanthe Knowles & PCSO Ben Brown – Lambrok

PC Mark Hough & PCSO Maria Badder – Trowbridge Rural

**Mrs Joy Hillyer** is an Independent Member of the Wiltshire Police Authority. Mrs Hillyer has the responsibility for overseeing policing matters in the Community Area and is involved in the transition from Police Authority to the Police and Crime Commissioner later this year.

Mrs Hillyer can be contacted via Wiltshire Police Authority:

☎ 01380 734022

🌐 <http://www.wiltshire-pa.gov.uk/feedback.asp>

## 2. Crime Priorities

**Violence Against the Person (VAP)** is a key focus for the NPT at this time, especially within the town area at weekends. The incidents are mainly between those who know each other and are often have been or are in some form of relationship. This is a concerning issue for police and one that increases fear and uncertainty amongst the community. The problems are not directly linked to the night time economy but such acts impact on those who are law abiding and enjoying a night out.

The focus on reducing violent crime will remain and is under constant review by the police. The problem though does require cooperation and support from the community. The message is clear - *perpetrators who push, punch and threaten others committing acts of violence will not be tolerated.*

The police will take action. Anyone subject to or a witness to assaults (physical or non-physical) need to report what's happening as this is unacceptable behaviour and will be addressed either by the police or by, and with, other agencies.

**Non-Dwelling Burglary** is on the increase. Tools, bikes, Quad bikes and machinery have been stolen. This is mainly over the weekend in and around the town and some rural spots. Offenders have gaining entry through insecurities or forcing shed doors or even cutting through fencing to gain entry.

There are some local suspects however no evidence as yet to link offences. These crimes are intolerable as many impact on people's livelihoods. The police want information and calls in respect of suspicious vehicles & people. The community needs to play its part in gaining intelligence so that the police can take action.

## Overall performance

Below sets out the performance figures for Trowbridge. As highlighted victim based crime remains the overarching priority. Offences that the NPT is concentrating on are violence against the person and non-dwelling burglary with ongoing review of the vehicle crime.

The key messages are:

- 1 Keep buildings secure – even though its warm, close windows and make sure that doors are secure.
- 2 Report suspicions about people – the police need this information from you.
- 3 Record details of identifiable property and/or take photos of your belongings – this gives the police more of a chance to identify stolen property.

| ET Trowbridge  | Crime                   |                         |               |          | Detections              |                         |
|--|-------------------------|-------------------------|---------------|----------|-------------------------|-------------------------|
|  | August 2010 - July 2011 | August 2011 - July 2012 | Volume Change | % Change | August 2010 - July 2011 | August 2011 - July 2012 |
| Victim Based Crime   | 2669                    | 2750                    | 81            | 3%       | 27%                     | 25%                     |
| Domestic Burglary  | 138                     | 136                     | -2            | -1%      | 34%                     | 18%                     |
| Non Domestic Burglary  | 169                     | 198                     | 29            | 17%      | 5%                      | 3%                      |
| Vehicle Crime  | 281                     | 317                     | 36            | 13%      | 14%                     | 10%                     |
| Criminal Damage & Arson  | 545                     | 528                     | -17           | -3%      | 15%                     | 17%                     |
| Violence Against The Person  | 562                     | 614                     | 52            | 9%       | 45%                     | 41%                     |
| ASB Incidents (Year to Date)   | 917                     | 752                     | -165          | -18%     |                         |                         |
| Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for Violence Against the Person in the previous 12 month period (July 2011 - June 2012) |                         |                         |               |          |                         |                         |
| * Detections include both Sanction Detections and Local Resolution   |                         |                         |               |          |                         |                         |

**Lisette Harvey**  
**Sector Commander**  
**28 August 2012**



## **First Wiltshire Police and Crime Commissioner due to be elected in November**

### **Introduction**

The first ever Police and Crime Commissioner for the Wiltshire Police area will be elected by residents on Thursday 15 November 2012. The commissioner will be responsible for overseeing the Force on behalf of residents, replacing Wiltshire Police Authority (WPA).

Police and Crime Commissioners are being introduced in an effort to increase the public accountability of the police service. The Police Reform and Social Responsibility Act 2011 sets out how this will be achieved through the introduction of Police and Crime Commissioners in each force area of England and Wales.

### **Roles and responsibilities**

The role of the Police and Crime Commissioner is to be the voice of the people and hold the police to account. This includes:

- Securing efficient and effective policing for Wiltshire and Swindon
- Setting a Police and Crime Plan
- Setting the budget and precept for policing
- Hiring and firing the Chief Constable
- Holding the Chief Constable to account
- Engaging with the public
- Commissioning community safety and criminal justice work with partners

### **Chief Constable remains responsible for operational matters**

The Chief Constable will remain responsible for the direction and control of the police force and day-to-day operational matters. This includes:

- Discretion to investigate or ask for an investigation into crimes and individuals
- Decisions to balance competing operational needs under the framework of priorities and aims set by the PCC
- Operational decisions to reallocate resources to meet immediate demand
- Deciding on officers' specific duties and responsibilities to meet the aims set by the PCC

### **Transition from Wiltshire Police Authority to a Police and Crime Commissioner**

Wiltshire Police and Wiltshire Police Authority are working to ensure the transition from a police authority to a Police and Crime Commissioners is as smooth as possible. This is being led by an internal Joint Strategic Board.

Wiltshire Police Authority and Wiltshire Police are making a number of changes to test procedures in readiness for when the Police and Crime Commissioner takes office. This includes briefing the WPA Chairman who will then account to a full authority meeting as would the Police and Crime Commissioner to the Police and Crime Panel.

### **Police and Crime Commissioner scrutiny**

The Wiltshire Police and Crime Commissioner will be scrutinised by a Police and Crime Panel made up of Wiltshire Council and Swindon Borough Council councillors, plus two independent members. The two councils are responsible for setting up and maintaining the panel. At the time of writing the panel was acting in a shadow capacity, with the appointment for two independent members imminent.

### **Working with partners**

As well as a core policing role, Police and Crime Commissioners will have a remit to cut crime. They will have commissioning powers and funding to enable them to do this. From

2013-14 they will be able to commission work from any organisation they consider supports their community safety priorities.

Police and Crime Commissioners will work with a wide range of partners, from community safety and youth justice to health, safeguarding and civil contingencies. A Partnership Board for Wiltshire and Swindon has been established in anticipation of this role. Police and Crime Commissioners will also work with other Police and Crime Commissioners on cross border and national issues.

**More information** - you can read more about Police and Crime Commissioner on these websites:

Wiltshire Police Authority PCC section - [www.wiltshire-pa.gov.uk/pcc](http://www.wiltshire-pa.gov.uk/pcc)

Home Office - [www.homeoffice.gov.uk](http://www.homeoffice.gov.uk)

Association of Police and Crime Commissioners - [www.apccs.police.uk](http://www.apccs.police.uk)

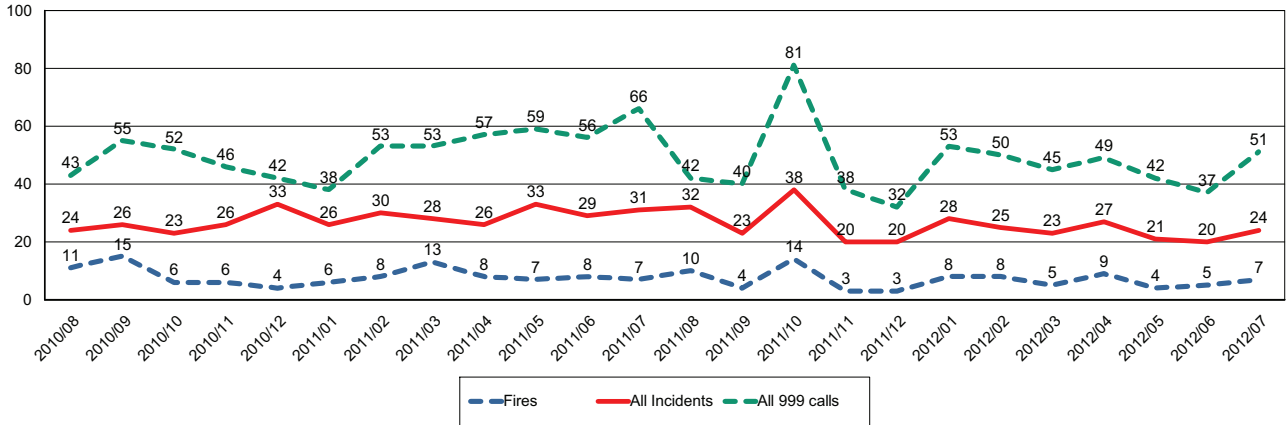




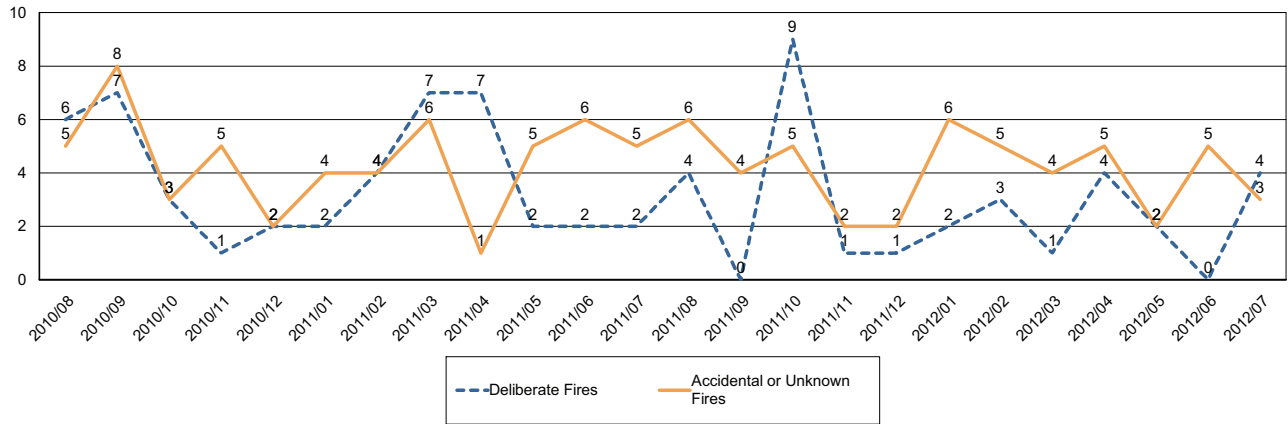
## Report for Trowbridge Area Board

The following is an update of Fire and Rescue Service activity up to and including July. It has been prepared using the latest information and is subject to change.

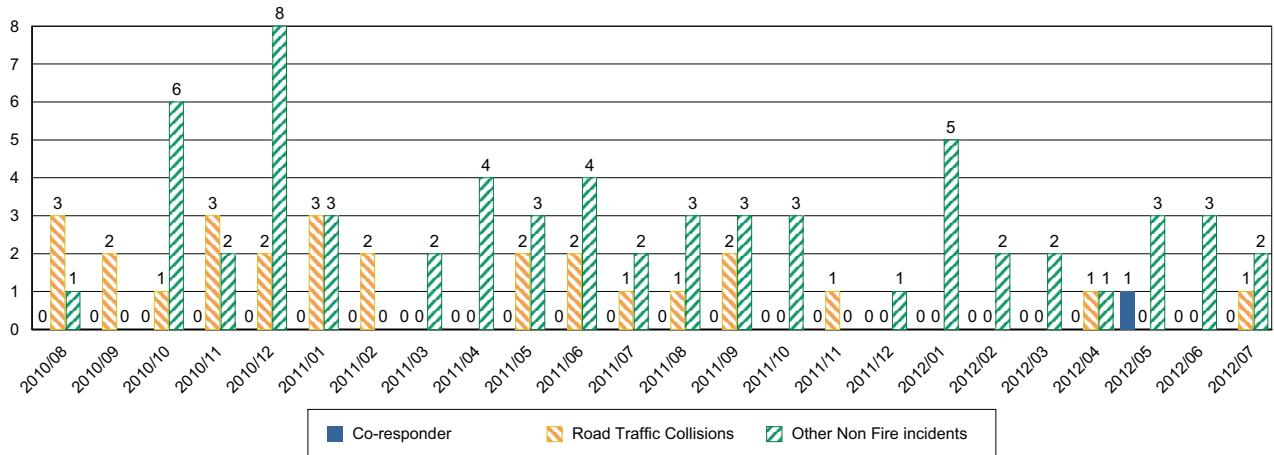
### Incidents and Calls



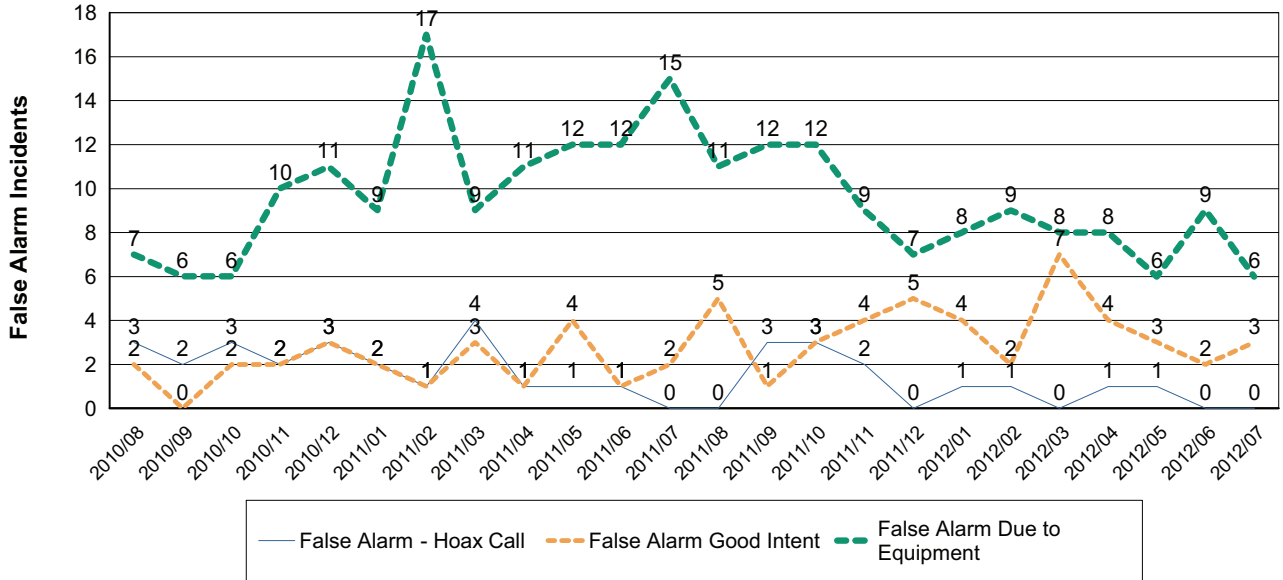
### Fires by Cause



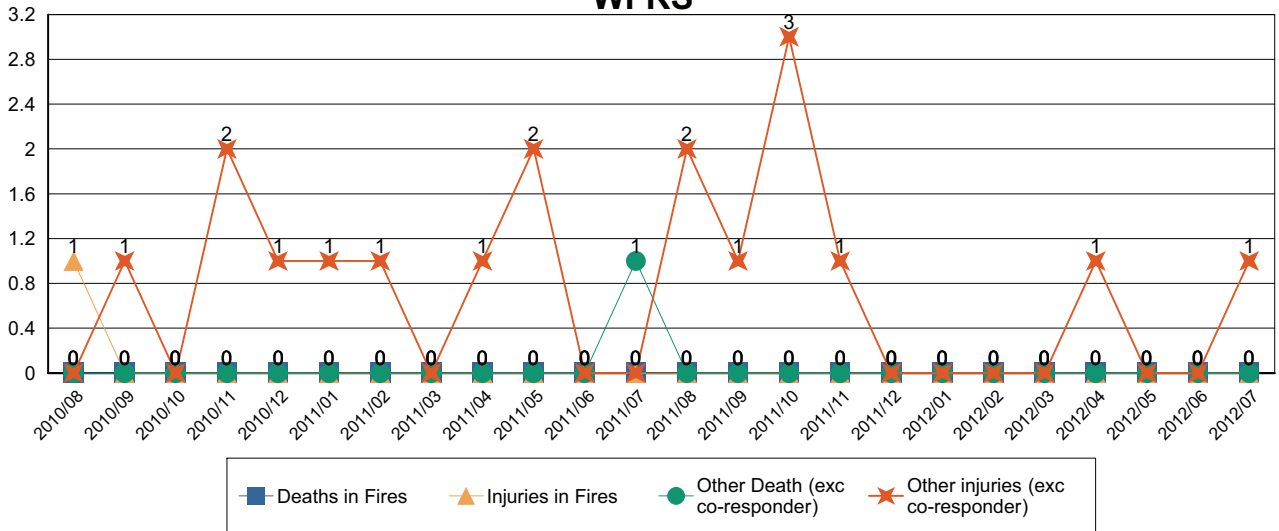
### Non-Fire incidents attended by WFRS



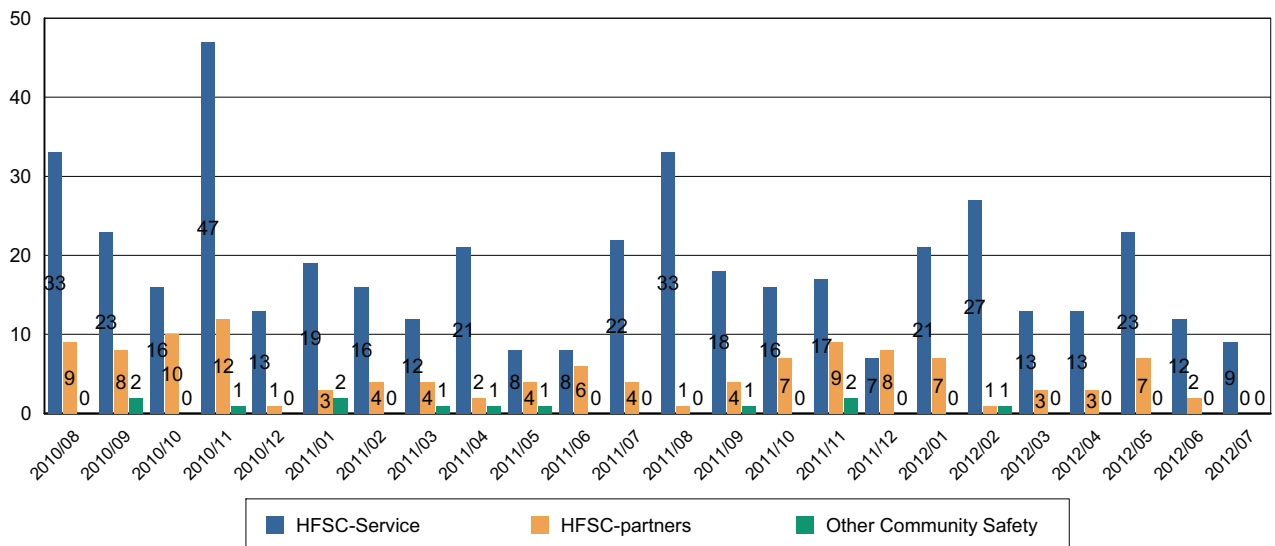
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

## August 2012 update

Wiltshire's Clinical Commissioning Group (CCG), the new GP-led commissioning organisation which will be responsible for buying local health services in Wiltshire, continues to develop its commissioning arrangements before it applies for 'authorisation' status in November 2012.

The organisation will take up commissioning leadership from April 2013. The organisation has established its Clinical Governing Board, with 14 voting members (consisting of a Chairman, three GPs who will act as 'locality representatives', an additional three GPs, a registered nurse and a secondary care specialist doctor, one Chief Accountable Officer, one Chief Finance Officer, one practice manager and two lay members) and eight non-voting members: (three 'locality' directors, Wiltshire Council's Director of Social Services, the Director of Public Health for Wiltshire, one member of HealthWatch and two lay members).

The CCG is considering its staffing structure whilst developing those commissioning functions it intends to keep in house. It is estimated that the organisation will have around 70 staff members and it will hold responsibility for managing a budget of approximately £460m to support the commissioning of high quality health services in Wiltshire. Working closely with GPs and other clinicians, the CCG will lead on the development of plans and projects which help meet the NHS's required national savings target of £20 billion.

Wiltshire CCG will take up responsibility for commissioning in 'shadow' form from October 2012, with support from the existing Primary Care Trust staff.

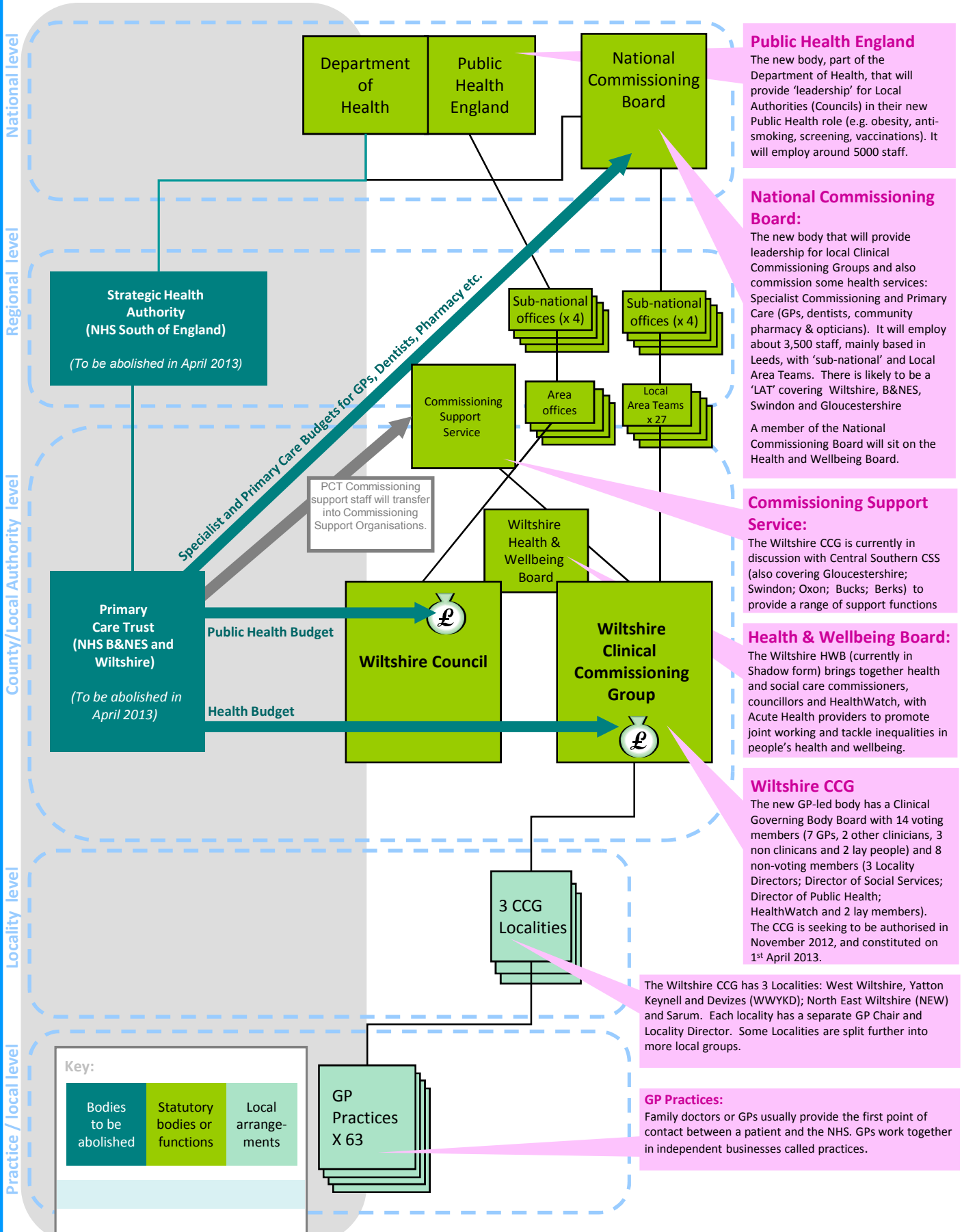
The page overleaf shows an explanatory diagram of how primary health care will be commissioned from April 2013.



# The NHS Reforms: *The old and the new*

*The old ...*

*... and the new ...*



**Public Health England**  
The new body, part of the Department of Health, that will provide 'leadership' for Local Authorities (Councils) in their new Public Health role (e.g. obesity, anti-smoking, screening, vaccinations). It will employ around 5000 staff.

**National Commissioning Board:**  
The new body that will provide leadership for local Clinical Commissioning Groups and also commission some health services: Specialist Commissioning and Primary Care (GPs, dentists, community pharmacy & opticians). It will employ about 3,500 staff, mainly based in Leeds, with 'sub-national' and Local Area Teams. There is likely to be a 'LAT' covering Wiltshire, B&NES, Swindon and Gloucestershire. A member of the National Commissioning Board will sit on the Health and Wellbeing Board.

**Commissioning Support Service:**  
The Wiltshire CCG is currently in discussion with Central Southern CSS (also covering Gloucestershire; Swindon; Oxon; Bucks; Berks) to provide a range of support functions

**Health & Wellbeing Board:**  
The Wiltshire HWB (currently in Shadow form) brings together health and social care commissioners, councillors and HealthWatch, with Acute Health providers to promote joint working and tackle inequalities in people's health and wellbeing.

**Wiltshire CCG**  
The new GP-led body has a Clinical Governing Body Board with 14 voting members (7 GPs, 2 other clinicians, 3 non clinicians and 2 lay people) and 8 non-voting members (3 Locality Directors; Director of Social Services; Director of Public Health; HealthWatch and 2 lay members). The CCG is seeking to be authorised in November 2012, and constituted on 1<sup>st</sup> April 2013.

The Wiltshire CCG has 3 Localities: West Wiltshire, Yatton Keynell and Devizes (WWYKD); North East Wiltshire (NEW) and Sarum. Each locality has a separate GP Chair and Locality Director. Some Localities are split further into more local groups.

**GP Practices:**  
Family doctors or GPs usually provide the first point of contact between a patient and the NHS. GPs work together in independent businesses called practices.



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BA14 8HA  
Tel: 01225 765072  
tcaf@trowbridge.gov.uk



*We're making a difference*

## Report to Trowbridge Area Board 13<sup>th</sup> September 2012.

This report is not simply for July to September but provides a summary of TCAF's main activities in 2011-2012. It will also be presented to TCAF's Annual General Meeting on Monday 24 September 2012

### 1. The Steering Group

Over the year members of the Steering Group have.

- Promoted and distributed the Community Area Plan including having a stand in the Shires for 3 days in December 2011.
- Hosting the JSA/knowledge sharing event on 9<sup>th</sup> February 2012 and fed the results back to Theme Groups for further discussion.
- Supported the campaign to keep the Arc Theatre open.
- With officer time and money supported the drawing up of proposals to develop the Town Hall as a community arts centre.
- TCAF provided a grant of £8,000 which enabled the Town Hall Group to attract a further £8,000 from the area board to employ consultants to develop the current project plan working largely with Tracy and Ian Walker.
- Gained representation on the Shadow Community Operations Board and provided significant support to the SCOB in terms of officer and volunteer time in carrying out the first phase of consultation on the campus.
- Recruited new members and volunteers.
- Worked to raise the profile of TCAF through better use of our website and social media and through the Trowbridge magazine.
- Drawn up and submitted a response to the consultation on the Core Strategy.

### 2. Economy and Transport.

This has been a busy year in terms of developments for Trowbridge and although TCAF does not have a separate Economy and Transport Group its officers have regularly attend meetings of Transforming Trowbridge, The Trowbridge Initiative and the Town Team. In this way it has sort to exert a positive and sensible influence on schemes for development. It also supported the drawing up of the Portas bid.

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3. **Housing.**

TCAF does not have its own Housing theme group but has been developing its working relationship with Selwood Housing and keeping informed of developments in this area.

4. **BA14 Culture.**

This has been a major area of TCAF's activity in 2011-12 with Tracy Sullivan on behalf of TCAF having a significant involvement in all of these initiatives.

- BA14 Culture has supported the staging of the first Trowbridge Arts Festival in September 2012.
- BA14 Culture was heavily involved in the campaign to Save the Arc Theatre.
- BA14 responded to the announcement of the closure of the Arc by working to gain funding to support the coordination of continuing live performances in Trowbridge.
- BA14 has played a significant part in drawing proposals to develop the Town Hall into a community arts centre and the setting up of a formal Board to coordinate this.

5. **Sport and Active Leisure.**

- This year TCAF formed a new Sport and Active Leisure Group, with Bob Brice as the new Group Champion. We have included a section in the Community Area Plan. Bob has liaised with Jeff Osborn who chairs a Group called the Trowbridge Outdoor Sports Pitches to try and promote the idea of a combined outdoor sports centre catering for both rugby and football. The group has also had an important input into the SCOB's thinking on the development of an indoor sports complex as part of the campus proposal.

6. **Local Environment Awareness Forum.**

This year the **group has chosen to focus on countryside and related issues**

- They worked on an "Incredible Edible" project promoting the development of allotments and encouraging people to grow their own food. They worked in partnership with the Wiltshire Wildlife Trust.
- The group are working with Growing Communities to secure a piece of land for lease in Trowbridge where a community garden can be developed. They have organised an Apple day to take place in October.
- The Friends of Biss Meadows Country Park obtained £50,000 from the Community Spaces section of the Big Lottery Fund. This is to reconstruct the pond replacing the viewing platform, seating area and dredging the pond to get water flowing again. A nesting swan delayed this work!!

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

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Contractors are due to start work on 3rd September and it should take 5/6 weeks.

## **7. Education.**

- Extended Services have successfully set up a Social Enterprise, in the form of Trowbridge Schools Collaborative Ltd, a limited company with charitable status. This will enable them to continue to work and develop once funding for extended schools finishes. They are the first primary and secondary cluster of schools in Wiltshire to do this.
- The schools and the Youth Parliament were extremely supportive in the first phase of the campus consultation.

## **8. Health and Social Care.**

- The Health and Social Care group have done their utmost during the year to keep informed of the emerging picture around the development of the NHS and commissioning. Margaret Howard, the Theme Champion, attended the NHS Stakeholders meeting. They have also tried to maintain relationships with local health professionals.
- For much of the year they were waiting for the publication of the Joint Strategic Assessment document in order that they can respond to priority issues identified. They are in the process now of discussing and responding to it.

## **9. Safer Trowbridge.**

The work of the group has been affected by the changes taking place within the police and the development of a new Urban Tasking Group. During the year the Theme Champion Inspector Dave Cullop retired from his post. Bill Austin has been nominated to take this role from September.

- It developed a Safer Trowbridge logo and new signage to raise the profile of the group.
- It helped promote the use of the new 101 number including an advert in the Trowbridge Magazine.
- Safer Trowbridge has worked closely with the Youth Service to support a number of projects including the increase access for young people to the Studley Green Community Centre
- In response to the JSA demonstrating that Trowbridge's young people need support in educational attainment, the group will look to help the youth service attain the necessary funding to support these young people.
- It continues to monitor the use and effectiveness of CCTV in the town.
- It has continued to work closely with the Police and the Fire and Rescue Service.

[www.twitter.com/tcafuture](http://www.twitter.com/tcafuture)

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

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#### **10. Parish Councils Liaison Group**

- Over the year the PCLG has had a major concern about the proposals to impose weight restrictions on the Cleeland Bridge in Bath and the possible implications for this.
- The PCLG wrote to Wiltshire Council to stress the need for the A350 Bypass proposal to address the need to alleviate any consequential traffic flow through nearby villages such as North Bradley, West Ashton and Southwick.
- The PCLG held a separate meeting in order to make a detailed response to the consultation on the Core Strategy.

#### **11. Trowbridge Neighbourhoods Partnership**

- A single Tasking Group has been set up rather than each resident's association having its own. This meets directly before the Neighbourhoods Partnership.
- New dropped curbs were approved for College road and the Longfield Estate and many have been put in with only four sets still to be inserted
- All the dropped kerbs have now been installed
- A successful focus on "boy racers" in car parks was carried out resulting in some fixed penalty notices.
- The S106 money for improvements to the Beech Grove Younger Children's play area has been spent.
- Paxcroft Mead community Hub acquired two more benches.
- The Seymour Hub opened at the beginning of January.
- All Neighbourhood Groups were active in organising Jubilee events and also took part in Trowbridge in Bloom and South West in Bloom.
- Members of the group have been very active in supporting the consultation on the campus distributing and collecting questionnaires.

## Wiltshire Involvement Network (WIN)

### Report to Wiltshire Area Boards

June 2012 to August 2012

WIN is one of a nationwide system of Local Involvement Networks (LINKs) set up under the *Local Government and Public Involvement in Health Act 2007* to listen to the concerns of local people, community groups and organisations about their health and social care services. They all want to see these services change for the better. By sharing your views and experiences of health and social care in Wiltshire, you can help influence how services are planned and run. The work that WIN has carried out from June to August 2012 is set out below:

- The WIN Outreach Group met three times to discuss its work plan and arrangements for representing WIN at all area board meetings.
- The WIN Officer attended the Regional LINKs meeting in Taunton to hear updates from the Great Western Ambulance Service, the Care Quality Commission and NHS South West.
- The WIN Chair, Phil Matthews, attended a meeting of Wiltshire Council's Shadow Health and Wellbeing Board, on which he represents WIN. He also represents WIN on Wiltshire Council's Health and Social Care Select Committee.
- The WIN Enter and View sub group met to discuss its work programme and plan informal visits to Athelstan House, Malmesbury, and Hungerford House, Corsham. These took place in July. (WIN has the statutory power to enter and view any health or social care facility in Wiltshire.)
- In June, WIN held a public meeting in Chippenham with speakers from the Great Western Hospital Foundation Trust ("GWH") who gave an update on the services they provide within the Wiltshire community, and their Productive Ward initiative. The Royal United Hospital Bath gave an update on their work with in-patients with dementia, and the NHS Wiltshire representative spoke about the setting up of the shadow Clinical Commissioning Group for Wiltshire. 49 people attended the meeting.
- In July, WIN held a public meeting in Salisbury with speakers from Wiltshire Council updating attendees on how Healthwatch in Wiltshire might look, and on their digital online initiative. The GWH representative spoke about the services it provides within the Wiltshire community, and a speaker from the Wiltshire Wildlife Trust gave a presentation about the *Wiltshire Wellbeing Project* and its work with people who have mental health problems. 44 people attended the meeting.
- WIN members and staff attended the following events:
  - The launch of NHS Wiltshire's *Falls and Bone Health Strategy* and participated in the consultation.
  - the Wiltshire Equality Network meeting in Trowbridge
  - Wiltshire and Swindon Users' Network welfare reform event.

- Wiltshire Council's Friary Voices consultation event.
  - *GWH Developing a Nursing Strategy* consultation event
  - NHS Wiltshire's Long Term Neurological Conditions Steering group event
  - AWP LINK Stakeholder event
- The WIN Healthwatch Implementation Task Group met with a representative from Wiltshire Council to be updated on the progress of Healthwatch Wiltshire.
  - The WIN Chairs met with the Wiltshire and BANES Compliance Inspector for the Care Quality Commission (CQC) to share information and discuss issues of concern. These meetings take place on a bi-monthly basis and enable WIN to have open and clear communication with the CQC.

A report of all meetings attended by members and staff is produced and shared with the wider membership and published on the WIN website.

If you would like to be involved with WIN, or find out what our future plans are contact us on 01380 871800, [winadmin.wsun@btconnect.com](mailto:winadmin.wsun@btconnect.com) or find us online at [www.wiltshireinvolvementnetwork.org.uk](http://www.wiltshireinvolvementnetwork.org.uk)



### Trowbridge Shadow Community Operations Board

#### Report to Trowbridge Area Board on the first phase of the consultation September 2012

Since mid-June 2012 the Trowbridge Shadow COB have been explaining the concept of a campus and asking people across the community area what services and facilities they want and need as part of the Trowbridge community campus proposal.

Thank you to everyone who has fed in their views so far

#### How the consultation was carried out.

- A paper questionnaire was produced with an online version linked to a video.
- Members of the SCOB supported by members of TCAF spent three days in the Shires and a further three days based in the Town Hall and a day at Tesco's giving out questionnaires and talking to members of the public.
- Specific presentations have been given to the Youth Parliament, the Sports Forum, Trowbridge Neighbourhoods Partnership and Trowbridge Town Council Leisure Committee.
- A special pupil version of the questionnaire was distributed to all secondary and primary schools in the Trowbridge area.
- All secondary and primary schools agreed to send the questionnaire home to parents either in paper or electronic form.
- Some questionnaires have been hand delivered.
- Copies of the questionnaire have been placed with and collected from the Tourist Information Centre, Library, Sports Centres, supermarkets and some local shops.
- There have been several articles in the Wiltshire Times, The Trowbridge Magazine and an interview on BBC Wiltshire Sound.

#### Initial feedback

At the time of preparing the report responses are still coming in however the initial responses suggest;

- Overwhelming support for the idea of a campus.
- Overwhelming support for the proposal that the sports complex should be able to act as a regional centre.
- In terms of community facilities there was most desire for places for groups to meet, a café, library services, access to health and wellness and a space for exhibitions.
- In terms of leisure facilities there was most support for a large sports hall, gym and fitness rooms, 6-8 line pool, learner pool and leisure pool.
- In terms of accessibility people were most concerned to have longer opening hours and appropriate timing for sessions.
- From a transport perspective concerns were most about safe access for pedestrians, adequate parking and access from safe cycle paths.
- A small minority expressed concern about the project at a time of public spending cuts and possible duplication of existing facilities.

It must be stressed that these are initial views and feedback will change as more responses come in.



## Trowbridge area community campus

The highest number of responses so far has been from young people up to the age of 18. Most other age groups were well represented apart from the 18-25s and the over 60s.

Support from local schools has also been strong with schools across the community area agreeing to help distribute the questionnaire, as well as working with students to feed in their views.

Support from local people has been good and people have fed back some really great ideas and suggestions about what could be included in the campus proposal.

### **Next Steps**

In order allow time for other questionnaires to come in and to try and increase the response rate form 18-25s and over 60s the SCOB has decided to extend the consultation until the Senior Citizen's Area Board meeting of 18 October.

During this period the COB will work to target responses from the 18-24 age group though Wiltshire College, employers through the chamber of commerce and sports clubs, as well as targeting social media such as facebook.

Responses from the over 60s will be targeted through the Area Board meeting and other organisations such as luncheon clubs and existing groups or clubs.

A detailed analysis of the results of the consultation will then be provided for the November Area board meeting. On the basis of this analysis a detailed proposal will be drawn up including options for location to be consulted on indicatively in February and March 2013.

### **How can I help or get involved?**

- Do you help support a lunch club or meeting group for the over 60's in the Trowbridge area?
- Do you know lots of young people aged 18-24?

If you would like a member of the COB to come along to your regular meeting or if you are able to help distribute copies of the questionnaire please get in touch by email

[CampusConsultation@wiltshire.gov.uk](mailto:CampusConsultation@wiltshire.gov.uk) or telephone 01225 718350.

- Would you like to take part in the consultation but have not had time to fill in the questionnaire?

The questionnaire can be accessed and completed online at [www.wiltshire.gov.uk/TrowbridgeCommunityCampus](http://www.wiltshire.gov.uk/TrowbridgeCommunityCampus)

**Trowbridge Shadow Community Operations Board**

|                        |                                     |
|------------------------|-------------------------------------|
| <b>Report to</b>       | <b>Trowbridge Area Board</b>        |
| <b>Date of Meeting</b> | <b>13 September 2012</b>            |
| <b>Title of Report</b> | <b>Community Area Board Funding</b> |

## Purpose of Report

To ask Councillors to consider:

1. Six applications seeking Community Area Grant Funding (Appendix 1)
2. Two applications seeking Small Grants funding (Appendix 1)
  - 1.1 Trowbridge Sea Cadet Unit – To purchase a minibus - £5,000 requested
  - 1.2 Trowbridge Town Council – To run an Active Sports and Play Festival - £5,000 requested
  - 1.3 Wiltshire People First – An Oral History & DVD project about the lives of people with learning disabilities - £500 requested
  - 1.4 Trowbridge Town Football Club – To purchase a mower - £1,000 requested
  - 1.5 Trowbridge Town Team – To run a Dickensian Market in Trowbridge - £1,000 requested
  - 1.6 Trowbridge Town Team – To purchase umbrellas for a new Trowbridge Market - £5,000 requested
- 2.1 Seymour TARA Community Hub – To purchase relaxed seating for the Hub – £350 requested
- 2.2 Bradley Gardens Residents Association – To run a Hallowe'en event - £200 requested

**Total Amount requested = £18,050**

## **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 Adult Care, Communities and Housing (4 April 2012). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2012/2013.
- 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 and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups. Likewise, Small Grants (new this year) should be awarded to similar groups, as well as un-constituted groups of people wanting to improve things near to where they live.
- 1.4. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.5. Small Grants, new for this year, will fund up to £350 where the total cost of the project does not exceed £350. This grant is aimed at enabling groups (including those not formally constituted) to implement projects, involving local people to make their community a better place to live.
- 1.6. Area boards will not consider Community Area Grant (CAG) 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.
- 1.7. In addition to CAGs and Small Grants, Councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls. The application process and form has been updated to bring it in line with the other grants.
- 1.8. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire Councillors on the Area Board.
- 1.9. Funding applications will be considered at every ordinary Area Board meeting.



- 1.10. Applicants are encouraged to contact and seek funding help from Charities Information Bureau (CIB) who work on behalf of Wiltshire Council. CIB 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.
- 1.11. Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available on the Wiltshire Council web site with the area board agenda papers and hard copies available upon request.
- 1.12. The 2012/2013 funding criteria and application forms are available on the council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) and paper versions are available from the Community Area Manager.
- 1.13. All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.
- 1.14. Trowbridge Area Board has a 2012/2013 budget of £77,781 for community grants, small grants, community partnership core funding and area board/councillor led initiatives. Community Area Board grants and Area Board projects totalling £25,491 have been allocated so far:
- TCAF Funding - £15,556 allocated
  - Wiltshire Mind – £1,816 for a pilot six month art therapy course -
  - World Evangelism Bible Church – £5,000 for a project to help address post traumatic disorders relating to the terminally ill
  - Friends of Southwick Country Park – £899 for free activities in Southwick Country Park
  - Cllr Peter Fuller Area Board bid for £2,220 for Trowbridge Area Campus consultation
- 1.15. **This gives a current remaining total of £52,290 available to allocate**

|  |   |
|--|---|
| <b>Background documents used in the preparation of this Report</b> | <ul style="list-style-type: none"> <li>• Area Board Grant Guidance 2012/13 as presented for delegated decision</li> <li>• Trowbridge Community Area Plan</li> <li>• Technical Officers reports</li> </ul> |
|--|---|

## 2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2012/13 year are made to projects that can realistically proceed within a year of the award being

made.

### 3. Environmental Impact of the Proposals

- 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 budget allocated to the Trowbridge Area Board.
- 4.2. If community area grants are awarded in line with officer recommendations, Trowbridge Area Board will have a balance of £39,240

### 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 Diversity Implications

- 7.1. Community Area Grants give local community and voluntary groups, 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 where appropriate.

### 8. Community Area and Small Grant Applications

The full applications are available at [www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)

| Applicant 8.1             | Project summary       | Funding requested |
|---------------------------|-----------------------|-------------------|
| Trowbridge Sea Cadet Unit | To purchase a new van | £5,000            |

- 8.1.1 The applicant meets the grant criteria.
- 8.1.2 The applicant demonstrates links to the Trowbridge Community Area Plan Themes 5 Sport & Active Leisure and 7 Education & Lifelong Learning.
- 8.1.3 The applicant will be raising £11,000 towards the purchase
- 8.1.4 **It is recommended that a grant of £5,000 is approved on condition that the other funding needed to purchase the vehicle is raised.**

| <b>Applicant 8.2</b>    | <b>Project summary</b>                    | <b>Funding requested</b> |
|-------------------------|---|--------------------------|
| Trowbridge Town Council | To run an Active Sports and Play Festival | £5,000                   |

- 8.2.1 The applicant meets the grant criteria, however the criteria asks Area Board to only consider applications from town and parish councils where the project cannot reasonably be expected to be funded from the precept.
- 8.2.2 The applicant demonstrates links to the Trowbridge Community Area Plan Themes 5 Sport & Active Leisure.
- 8.2.3 The applicant will be contributing over 50% funding towards the event.
- 8.2.4 The applicant has received one off funding in previous years from the Area Board for an Olympic Sports Event and for a Play Festival.
- 8.2.5 **It is recommended that a grant of £5,000 is refused as the project does not take place until June 2013 so could reasonably be expected to be funded from the precept.**

| <b>Applicant 8.3</b>   | <b>Project summary</b>   | <b>Funding requested</b> |
|------------------------|--|--------------------------|
| Wiltshire People First | An Oral History & DVD project about the lives of people with learning disabilities | £500                     |

- 8.3.1 The applicant meets the grant criteria. The application is a joint application to Trowbridge, Bradford on Avon and Melksham Area Boards asking each Board for £500 towards the elements of the project in each community area.
- 8.3.2 The applicant demonstrates links to the Trowbridge Community Area Plan Theme 7 Education & Lifelong Learning.
- 8.3.3 The applicant will be raising the majority of the funding for the project from the Heritage Lottery Fund
- 8.3.4 **It is recommended that a grant of £500 is approved on condition that the match funding is raised.**

| <b>Applicant 8.4</b>          | <b>Project summary</b> | <b>Funding requested</b> |
|-------------------------------|------------------------|--------------------------|
| Trowbridge Town Football Club | Purchase of lawn mower | £1,000                   |

- 8.4.1 The applicant meets the grant criteria.
- 8.4.2 The applicant demonstrates links to the Trowbridge Community Area Plan Theme 5 Sport & Active Leisure.
- 8.4.3 The applicant is contributing over 50% of the funding
- 8.4.4 The previous mower was vandalised and could not be covered by insurance at the time. This replacement mower will be able to be covered by insurance.
- 8.4.5 **It is recommended that a grant of £1,000 is approved.**

| <b>Applicant 8.5</b> | <b>Project summary</b>                   | <b>Funding requested</b> |
|----------------------|--|--------------------------|
| Trowbridge Town Team | To run a Dickensian Market in Trowbridge | £1,000                   |

- 8.5.1 The applicant meets the grant criteria.  
 8.5.2 The applicant demonstrates links to the Trowbridge Community Area Plan Theme 1 Economy.  
 8.5.3 The applicant has applied for 50% of the funding  
 8.5.4 **It is recommended that a grant of £1,000 is approved on condition that the match funding is raised.**

| Applicant 8.6        | Project summary  | Funding requested |
|----------------------|--|-------------------|
| Trowbridge Town Team | To purchase umbrellas for a new weekly Trowbridge market | £5,000            |

- 8.6.1 The applicant meets the grant criteria.  
 8.6.2 The applicant demonstrates links to the Trowbridge Community Area Plan Theme 1 Economy.  
 8.6.3 The applicant is contributing over 50% of the funding  
 8.6.4 **It is recommended that a grant of £5,000 is approved on condition that the match funding is raised.**

| Applicant 8.7              | Project summary                         | Funding requested |
|----------------------------|---|-------------------|
| Seymour TARA Community Hub | To purchase relaxed seating for the Hub | £350              |

- 8.7.1 The applicant meets the grant criteria.  
 8.7.2 **It is recommended that a grant of £350 is approved.**

| Applicant 8.8                         | Project summary           | Funding requested |
|---------------------------------------|---------------------------|-------------------|
| Bradley Gardens Residents Association | To run a Hallowe'en event | £200              |

- 8.8.1 The applicant meets the grant criteria.  
 8.8.2 **It is recommended that a grant of £200 is approved.**

## 9. Recommendations

- 9.1 **It is recommended that the Area Board agrees to the recommendations for the Community Area and Small Grant applications contained within paragraphs 8.1.4, 8.2.5, 8.3.4, 8.4.5, 8.6.4, 8.7.2 & 8.8.2 of this report.**

|                       |  |
|-----------------------|--|
| Appendices:           | Appendix 1 - Community Area & Small Grant applications                                       |
| Unpublished Documents | The following unpublished documents have been relied upon in the preparation of this report: |
| Report Author         | Rachel Efemey - Community Area Manager<br>Tel. 01225 718608                                  |

Email: [rachel.efemey@wiltshire.gov.uk](mailto:rachel.efemey@wiltshire.gov.uk)



## **Youth Advisory Groups Update - Roll out to all community areas**

The Wiltshire 11-19 Commissioning Strategy was agreed by Cabinet and the Wiltshire Children & Young People's Trust in September 2011. This included the implementation of a new local Youth Work Offer.

Part of the Wiltshire Youth Work Offer includes the formation of Youth Advisory Groups with standard terms of reference in each community area, led by young people. These groups will be linked to Area Boards and chaired by a young person under 25. Over 50% of the members will be under 19 years of age and the groups will play a key role in improving the coordination of positive activities for young people in local areas. This will involve encouraging partnerships that avoid overlap and fill gaps.

The groups will also be involved in planning and shaping local services from a young person's perspective. Furthermore they will help local young people know what opportunities and activities are available for them to access. Mechanisms will be established so that knowledge and ideas can be shared between the groups across the county.

Youth Advisory Groups have been piloted in four community areas since January 2012. The areas involved include Salisbury, Southern Wiltshire, Melksham and Malmesbury. The pilots have recently been evaluated and the learning is being used to inform the development of groups in other areas. It is expected that groups will have commenced in all community areas across the county by the end of October 2012.

- Youth Advisory Groups will be co-ordinated by staff from the Integrated Youth Service and supported by the Voice and Influence Team.
- An evaluation of the Youth Advisory Group pilots has been completed and an evaluation report is available on request. Young people who took part in the pilots were involved in the evaluation and explored what worked well and what did not work so well.
- Standard Terms of Reference for Youth Advisory Groups have been developed and updated following the evaluation. These are also available on request. There will be a minimum of six meetings per year, however the frequency of local meetings will be determined by community areas.
- In keeping with the commitment to localism, it will be up to individual community areas to decide upon the future of Community Area Young People's Issue Groups (CAYPIGs). Following the formation of Youth Advisory Groups in each community area some areas may decide to continue their CAYPIG, whilst others might prefer to disband it. Some areas may opt to

develop their local CAYPIG into a Youth Advisory Group. Either of these options is possible and it's important that decisions are made based on local needs.

***Next Steps***

- Area Boards and Town Councils are invited to appoint a representative to their local Youth Advisory Group.
- Area Boards and Town Councils are invited to consider how they might support and work in partnership with their local Youth Advisory Group.

***For further information please contact:***

James Fortune (Lead Commissioner, Children's Services)

T: 01225 713341

M: 07827309120

E: [James.Fortune@Wiltshire.gov.uk](mailto:James.Fortune@Wiltshire.gov.uk)



# Review of Wiltshire Council's Allocation Policy

## Area Board Briefing

The Housing Act 1996 Part VI (as amended by the Homelessness Act 2002 and Localism Act 2012) requires the Council to have a scheme which determines how allocations and nominations will be made. In Wiltshire we operate a Choice Based Lettings policy called Homes4Wiltshire which was adopted shortly before unitary.

The purpose of the Council's Choice Based Lettings Policy is to set out clear guidelines to ensure that affordable housing is allocated fairly and according to applicants' need for housing while at the same time taking into account effective management of the affordable housing stock across Wiltshire.

The Council holds a Housing Register of those wanting to be considered for affordable housing from which nominations are made. There were 17,088 applicants on the Housing Register at 1 April 2012, of which 7,626 had no identified housing need and would be considered as households who have a desire to move, but are currently suitably housed. We also have 5,174 who were identified as having a low need for re-housing, with only 213 households in our highest band. The Housing Register allows households to be considered for properties owned by over 32 housing providers. We would always encourage all housing providers to include all their properties in the Choice Based Lettings scheme whether they are subject to nomination rights or not.

The Council receives around 2,000 nominations a year. The majority of applicants on the Housing Register therefore will not be nominated or referred for a vacancy. It is important therefore that our policy is able to clearly identify those in the greatest housing need and minimises the level of time taken to assess applicants that are not going to receive active consideration for vacancies. This will free up time for the Council to offer a more comprehensive housing advice and options service to help applicants find housing.

Our allocations policy has 5 bands which are Platinum, Gold plus, Gold, Silver and Bronze. Applicants with the highest level of need are placed into Platinum and applicants with no housing need are placed into the bronze band.

Following the introduction of the Localism Act we now have the opportunity to review our allocations policy to consider some of the new freedoms that the act has introduced. Our policy must be framed so as to secure that 'reasonable preference' is given to certain categories of housing need. The reasonable preference categories include:-

- a) People who are homeless (within the meaning of Part 7)
- b) People who are owed a duty under s190(2) (homeless, priority need but intentionally homeless); s193(2) (full homelessness duty); s195(2) (threatened with homelessness and in priority need) or s192(3) (homeless but non priority)
- c) People occupying insanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions

- d) People who need to move on medical or welfare grounds (including any grounds relating to a disability)
- e) People who need to move to a particular locality in the district of the authority, where failure to meet that need would cause hardship (to themselves or to others)

In adopting any new policy we must ensure that the following principles are applied:-

- Allocations should only be made to those who are eligible
- Every local authority must have an allocation scheme for determining priorities with clear procedures in allocating accommodation
- The scheme must include a choice of housing accommodation or the opportunity for the applicant to express preference about their housing accommodation
- The scheme should be framed so as to secure reasonable preference
- We must have regard to our Homeless Strategy and Strategic Tenancy Policy
- Before adopting a new scheme all housing providers should be consulted, allowing a reasonable opportunity to comment on the proposals
- We must not allocate housing accommodation except in accordance with our adopted allocation policy.

A full review of our allocations policy is required to discuss how Wiltshire would like to frame its allocation policy based on the new freedoms introduced. We are therefore engaging with area boards across Wiltshire and involving members at the start and during the whole review process.

For further information please contact Nicole Smith, Head of Strategic Housing.

[Nicole.smith@wiltshire.gov.uk](mailto:Nicole.smith@wiltshire.gov.uk)

01249 706567

**Subject: Land at former Peter Black site, Mortimer Street, Trowbridge.**

**Purpose of Report**

1. To inform Members of the progress of investigations regarding remedying the poor condition of the above site.

**Background**

2. Members will be aware of this large, disused industrial site in the centre of Trowbridge.
3. In October 2009, outline planning permission was granted under reference 08/00255/OUT for the demolition of the existing buildings and redevelopment of the site for a mix of uses including a food store, cafes, bars and restaurants, a hotel, residential apartments and associated access, car parking, landscaping and the ecological enhancement of the River Biss. Whilst this permission has not yet expired, there has been no submission of reserved matters applications to date, the company who own the site (Parkridge (Cradle Bridge) Ltd) is in liquidation, the site remains unoccupied and its condition is deteriorating due to vandalism and lack of maintenance of buildings and peripheral landscape planting.
4. At the July Area Board meeting, Members agreed to request officers on the enforcement team to investigate and seek to remedy the poor condition of the site using the powers available under Section 215 of the Town and Country Planning Act 1990, and to report back with progress on their investigations to this meeting.
5. In 2005 the Government published a good practice guide on the use of the Section 215. This recognises the effectiveness of Section 215 powers at both informal and formal level, in terms of tackling unsightly land and also as an aid to regeneration. In terms of the general approach to using the power, the good practice guide envisages that prior to commencing any formal action, an informal approach will first have been made to the landowner to seek to improve the poor condition of their land and buildings voluntarily.
6. The good practice guide recognises that the timescale between the start of an investigation and compliance can appear protracted due to negotiations with owners, however often dialogue with the threat of formal action to follow is able to resolve matters without the need for such action. Where the informal approach is not successful or

becomes unduly protracted, formal action is then more likely to be justified.

### **The current situation**

7. Subsequent to the Board meeting in July, officers have undertaken a full survey of the site, established where the poor condition of the site is causing harm to local amenity and prepared a schedule of works to remedy the harm. This has now been communicated to the official receiver for the landowner and their response is awaited. In summary the recommended works are as follows:
  - Carry out maintenance to all outgrown boundary landscaping of the site.
  - Repair and secure all gates and fencing on the boundary of the site.
  - Remove all weeds, rubbish, rubble and detritus from within the site.
  - Remove or paint out all graffiti from the buildings within the site.
  - Board up and suitably paint all windows in the office building fronting Mortimer Street.
  - In addition to the bullet point above, board up and suitably paint all broken windows and ground floor windows of all other buildings within the site.
  
8. It is anticipated that Officers will be able to update Members at the meeting, concerning the progress of the investigation.

### **Recommendation**

**A further report will be made at the meeting.**

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Report Author:  
Stephen Hawkins, Team Leader (Enforcement).  
Date of report 20<sup>th</sup> August 2012

### **Background Papers**

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

None.

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**WILTSHIRE COUNCIL**

**TROWBRIDGE AREA BOARD  
13 SEPTEMBER 2012**

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**COMMUNITY ASSET TRANSFER**

**Southwick Country Park Allotments**

**Old Allotments site**

**The Old Cattle Shed**

**New Allotments site**

**Executive Summary**

This report deals with an application for the transfer of the Old Allotment site The Cattle Shed and New Allotment Site at Southwick Country Park, Trowbridge to be transferred to Southwick Allotments Association in accordance with Wiltshire Council's Community Asset Transfer Policy.

**Proposal**

The Area Board is asked to consider an application submitted by Southwick Allotment Association for the transfer of the Old Allotment site, The Cattle Shed and New Allotment Site at Southwick Country Park the car park Trowbridge. The applicants' proposal is set out at Appendix 2.

**Reasons For Proposal**

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

**Recommendation**

To approve the transfer subject to the matters referred to in paragraph 9 of the report.

**Donal Casey  
Senior Surveyor**

TROWBRIDGE AREA BOARD  
13 SEPTEMBER 2012

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**COMMUNITY ASSET TRANSFER**

**Old Allotment site The Cattle Shed and New Allotment site Southwick  
Country Park,**

**Purpose of Report**

1. The Area Board is asked to consider an application submitted by Southwick Allotment Association for the transfer of the Old Allotment Site and New Allotment Site at Southwick Country Park Trowbridge (see plan attached at Appendix 1). The applicants' proposal is set out at Appendix 2.)

**Background**

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

**The application before the Area Board**

6. The application from Southwick Allotment is attached at Appendix 2 and relates to the transfer of the Old Allotment site the Old Cattle Shed and New Allotment site at Southwick Country Park Southwick Trowbridge.
7. The application was in relation to the Old Allotment site and the Old Cattle Shed is submitted in accordance with the Council's application

process and meets the requirements for consideration by the Area Board.

8. The application in relation to the New Allotment site is not submitted in accordance with the Councils application process in that the applicant would like remedial works carried out by the Council prior to transfer.
9. The Community Area Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service departments across the Council. Local consultation has been undertaken by the applicant in accordance with the application checklist and the outcome of the consultation is included within the application.

#### **The views of Council officers**

10. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
  - 9.1 The land is part of the wider holding of Southwick Country Park which is open to the park. Any transfer should be on the basis that access through to the Country Park for the public is maintained.
  - 9.2 Southwick Allotment Association has been in existence since 1996 and has its own rules and constitution.
  - 9.3 The Old Allotment site and The Old Cattle Shed is to be transferred on the standard basis. This is that there will be a covenant restricting use of the land to community purposes. If the land should cease to be used for this purpose it will revert to Wiltshire Council.
  - 9.4 The land has no value other than as allotments and Southwick Allotment Association will continue with the maintenance of the Old Site. Therefore, financial implications are limited to the maintenance cost previously incurred by Wiltshire Council for the New site being transferred to Southwick Allotment Association.

#### **Recommendation**

11. To approve the transfer of the Old Allotment site and The Old Cattle Shed only subject to the matters referred to in paragraph 9 above.

**Donal Casey**  
**Senior Surveyor**





# Update

29 August 2012

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Update on activity to secure Trowbridge Town Hall through Asset Transfer for the community of Trowbridge.

Key milestones:

- Board appointed, see Board Members Profile
- We have registered Trowbridge Town Hall Trust as a company limited by guarantee, and are in the process of registering it as a Charity
- We have had a positive update meeting with Neil Ward prior to submitting a report to the Asset Committee for their September meeting
- We have had positive early conversations with key capital funders the Heritage Lottery Fund and Arts Council England who are very supportive and have advised us on who to make a strong capital funding bid
- We have been advised to apply to Arts Council England for a grant to carry out some arts focused research to support the project
- We are working with Locality to secure funding to resource the next phase (there is up to £100,000 to support the feasibility and business planning phase)
- We have created an extensive project proposal with Nash Partnership to advocate for the project and aid with funding applications
- We have continued to engage with as many potential partners as we have been able to Schedule of Stakeholder Engagement for detail
- We are supporting Trowbridge Arts Festival and hosting as many events through the Town Hall as is practicable

Please visit [www.trowbridgetownhall.org](http://www.trowbridgetownhall.org) to see the latest news and download the Project Proposal.



## TROWBRIDGE AREA BOARD FORWARD PLAN

Please note that this is a working document which is subject to change due to availability of the relevant officers/partners and time scales.

| Date                      | Location                | Area Board Agenda Items  | Cabinet Member Attending                              |
|---------------------------|-------------------------|--|---|
| Thursday 15 November 2012 | County Hall, Trowbridge | <p><b>Provisional Items</b><br/>                     The Legacy of 2012<br/>                     Victim Support<br/>                     Understanding Autism<br/>                     Asset Management Strategy</p> <p><b>Funding applications will be considered</b></p> | Councillor John Brady (Finance, Performance and Risk) |
| Thursday 17 January 2012  | County Hall, Trowbridge | <p><b>Provisional Items</b><br/>                     Wiltshire Online: Connectivity and Provision</p> <p><b>Funding applications will be considered</b></p>  | Councillor Keith Humphries (Health and Wellbeing)     |
| Upcoming future items     |                         | <ul style="list-style-type: none"> <li>• Review of Local Bus Services</li> <li>• Impact of Welfare Reform</li> </ul>   |   |

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