

AGENDA

Meeting: WESTBURY AREA BOARD
Place: Heywood Village Hall, Church Road, Heywood BA13 4LP
Date: Thursday 14 June 2012
Time: 7.00 pm

Including parishes of Bratton, Coulston, Dilton Marsh, Edington, Heywood and Westbury

The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

Refreshments and networking opportunities will be available from 6:30pm.

Please direct any enquiries on this Agenda to Marie Gondlach (Democratic Services Officer), on 01225 713 597 or email marie.gondlach@wiltshire.gov.uk
Or Sally Hendry (Westbury Community Area Manager), Tel: 01373 864714 or email sally.hendry@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Julie Swabey (Chairman)	Ethandune	01380 830043 07794 846698 julie.swabey@wiltshire.gov.uk
Cllr Michael Cuthbert- Murray (Vice-Chairman)	Westbury East	07738 873640 michael.cuthbert- murray@wiltshire.gov.uk
Cllr David Jenkins	Westbury North	01373 823605 07941 201637 david.jenkins2@wiltshire.gov.uk
Cllr Russell Hawker	Westbury West	01373 822275 russell.hawker@wiltshire.gov.uk

Items to be considered	Time
<p>1. Chairman's Welcome and Introductions</p>	<p>7.00pm</p>
<p>2. Election of Chairman</p> <p>To elect a Chairman of the Area Board for the forthcoming municipal year.</p>	
<p>3. Election of Vice-Chairman</p> <p>To elect a Vice Chairman of the Area Board for the forthcoming municipal year.</p>	
<p>4. Appointment to Outside Bodies (<i>Pages 3 - 18</i>)</p> <p>To confirm or amend the appointment of councillors to outside bodies and working groups.</p>	
<p>5. Apologies for Absence</p>	
<p>6. Declarations of Interest</p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	
<p>7. Minutes (<i>Pages 19 - 34</i>)</p> <p>To confirm the minutes of the meetings held on 19 April and 18 May 2012.</p>	
<p>8. Chairman's Announcements</p> <p>a) Community Area Grant Scheme</p> <p>In 2012/13 the Westbury Area Board has a budget of £40,447 to spend on local projects that benefit our community. Following agreed grant allocations in April and May, we now have £32,947 left to spend in this financial year.</p> <p>You can find out whether your group could be eligible for funding by visiting the website at www.wiltshire.gov.uk/areaboards or you can telephone the community area manager on 01373 864714.</p> <p>If you would like to take a look at the wide range of projects we have funded over the last two years, please visit our grants map on Google.</p>	<p>7.15pm</p>

b) **MBT plant update**

c) **Local market survey**

The Wiltshire Council Markets Team is looking to expand its service and is conducting surveys of local residents to establish if demand exists for new markets. The result of these survey will dictate if plans for a new market are progressed.

The Wiltshire Council Markets Team have met with all relevant Town or Parish Councils who were supportive of the plans and after feedback have decided to initially concentrate on three areas, Trowbridge, Tisbury and Westbury but will in due course survey all areas.

You can complete the survey [here](#) until 30 June 2012.

d) **Paths Improvements Grant Scheme (Pages 35 - 36)**

e) **Localism Act Briefing**

The Localism Act received Royal Assent on 15 November 2011. **Although the Act contains a number of important measures, not all of the measures are in force. It will not be clear how the measures will work in practice until the government publishes regulations and guidance which are still awaited.**

The council has produced a detailed briefing document on the Localism Act which includes:

- an overview of the main components of the Localism Act
- the estimated timescales for measures to be introduced and regulations to be published - please see the 'Status' section for each measure
- the potential implications of the Localism Act for Wiltshire
- information on next steps for Wiltshire Council (and contact details for the lead officers for each part of the Act)

The briefing document is available online and copies are being made available to Town and Parish Councils via Area Board meetings.

Officer Contact Details:	Alissa Davies, Principal Policy Officer – alissa.davies@wiltshire.gov.uk , 01225 713380
Weblink:	http://www.wiltshire.gov.uk/communityandliving/localismact.htm

f) **Rural Facilities Survey (Pages 37 - 38)**

9.	<p>Partner Updates</p> <p>To receive any updates from partners – Parish and Town Councils, Police, Fire and Rescue Service, Community Area Partnership, NHS, CAYPIG and Chamber of Commerce.</p> <p>a) Wiltshire Police Update (<i>Pages 39 - 42</i>)</p> <p>b) Wiltshire Fire and Rescue Service update (<i>Pages 43 - 44</i>)</p> <p>c) NHS Update - May 2012 (<i>Pages 45 - 48</i>)</p>	7.20pm
10.	<p>Tackling Financial Exclusion (<i>Pages 49 - 50</i>)</p> <p>To receive information regarding the Wiltshire Community Bank and other sources of help available to prevent financial exclusion.</p> <p><i>Presented by: Emma Cooper, Partnership Development Manager, Communities and Voluntary Sector Support</i></p>	7.25pm
11.	<p>Community plan / update from Westbury Forward event</p> <p>Following the Westbury Forward event and local consultation, the BA13 Community Area Partnership is in the process of updating the Westbury community area plan. It will incorporate the ideas, suggestions and issues raised by the community.</p> <p><i>Presented by: Carole King of the BA13 Community Area Partnership</i></p>	7.35pm
12.	<p>Leigh Park adoption update (<i>Pages 51 - 54</i>)</p> <p>To receive an update on progress with the adoption of amenity land on the Leigh Park development.</p> <p><i>Presented by: Steve Ibbetson - Technical Services Manager</i></p>	7.45pm
13.	<p>Cabinet member</p> <p>Councillor Lionel Grundy, Cabinet Member for Children's Services, will give an overview of his Cabinet responsibilities and answer any questions at this time or throughout the meeting when relevant.</p>	7.55pm
14.	<p>Informal Adult Education in Wiltshire (<i>Pages 55 - 58</i>)</p> <p>Informal adult education refers to courses which are offered as leisure activities and not those which are focused on developing basic skills or qualifications relating to employment.</p> <p>The area board is invited to comment upon the options presented in the report and to indicate which of the options it would wish to recommend to cabinet.</p>	8.05pm

Presented by: Cllr Lionel Grundy, Cabinet Member for Children's Services

15. **Issues Updates**

8.15pm

To receive updates on those issues highlighted at the previous Area Board meetings and those received online to include updates on:

- Bath HGV Restrictions
- Progress on transport to Primary Care Centre

Presented by: Sally Hendry, Westbury Community Area Manager

16. **Future Meeting Dates, Forward Plan, Evaluation and Close**

8.30pm

Future Meeting Dates

Thursday 16 August 2012

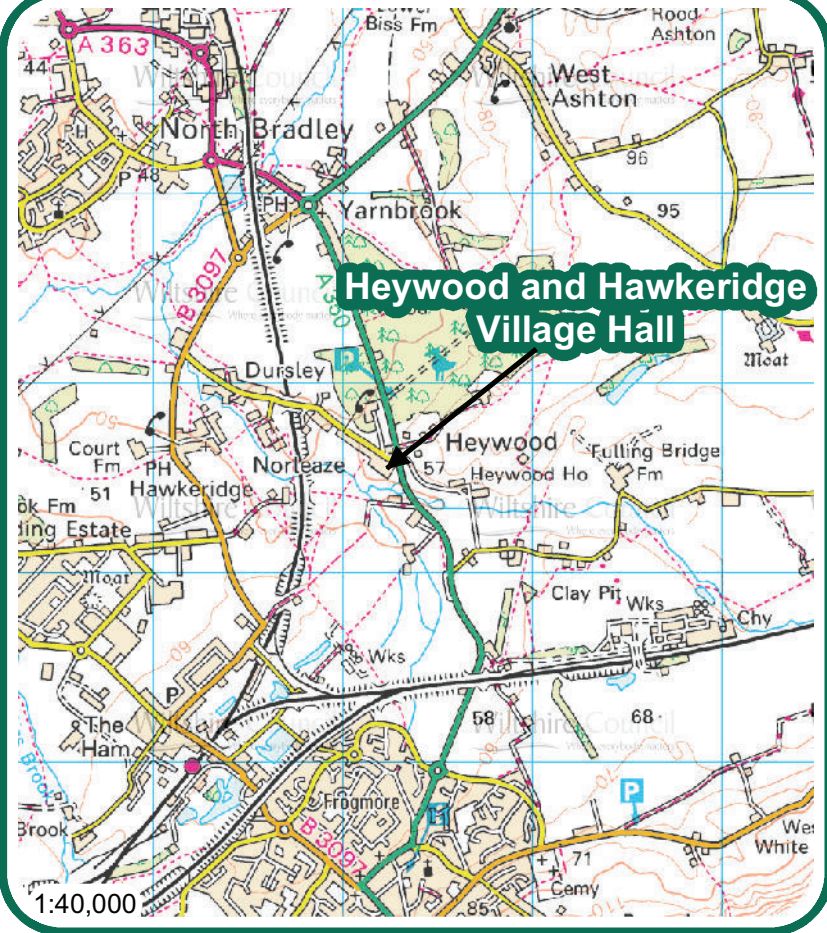
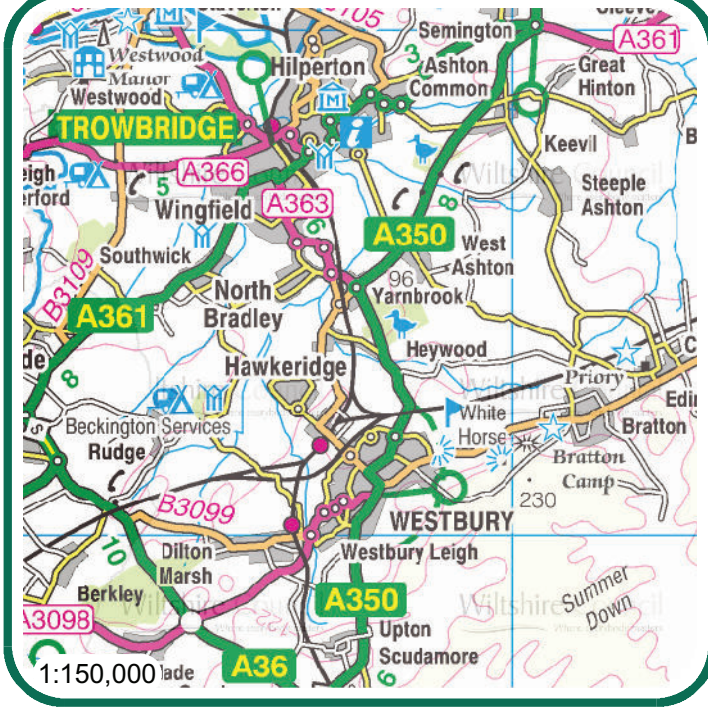
The Paragon, Westbury BA13 3HA

Thursday 18 October 2012

The Jubilee Hall, Bratton BA13 4RW

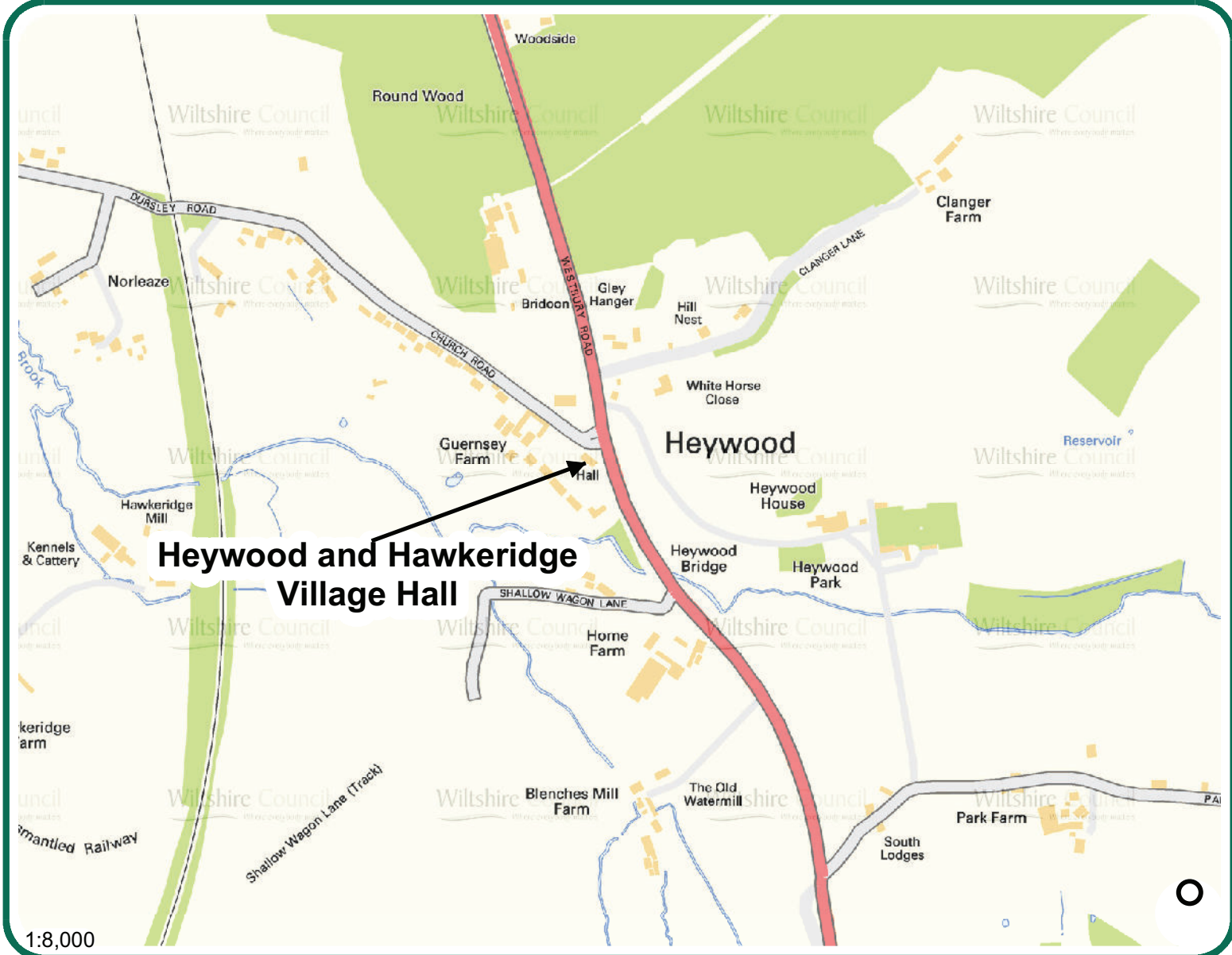
Thursday 13 December 2012

The Laverton, Westbury BA13 3EN



Heywood and Hawkeridge Village Hall
 Church Road
 Heywood
 Westbury
 BA13 4LP

Wiltshire Council
 Where everybody matters



Westbury Area Board
14 June 2012

Appointments to Outside Bodies and working groups 2012/13

1. Purpose of the Report

- 1.1. To note the appointments to Outside Bodies and Working Groups as set out at Appendix A, which will continue for the forthcoming year 2012/13, unless the Board wishes to make any changes.

2. Background

- 2.1. The Area Board appointed to Outside Bodies at its inaugural meeting in 2009. These appointments will continue for the duration of Councillors' current terms of office, unless the Board determines otherwise.
- 2.2. Similarly, other appointments have been made to Working Groups, such as the Community Area Transport Group (CATG). These appointments will also continue until 2013.

3. Main Considerations

- 3.1. All Area Boards have appointed Community Area Transport Groups (CATGs), which operate as informal working groups making recommendations to the Area Board for approval. Terms of reference are set out at Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget to Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended
- 3.2. Some Area Boards have also established Shadow Community Operations Boards to discuss and facilitate the development of Campus proposals. Similarly, these Groups have been established as part of the Council's corporate programme for Campuses, and so the Terms of Reference cannot be amended.
- 3.3. Some Area Boards have established other Working Groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

4. Financial and Resource Implications

- 4.1. None.

5. Legal Implications

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

6. Environmental Impact of the Proposals

- 6.1. None.

7. Equality and Diversity Implications

- 7.1. None.

8. Delegation

- 8.1. Under Wiltshire Council's constitution (Part 4, paragraph 5), appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.
- 8.2. The appointment of Councillors to working groups operating under the Area Board is a matter for the Area Board to determine.

9. Recommendation

- 9.1. The Area Board is requested to:
 - a. note the appointments to Outside Bodies as set out at Appendix A, and to agree any changes required.
 - b. agree to reconstitute the Working Group(s), and to agree to re-appoint to Working Group(s) as set out at appendix B
 - c. note the Terms of Reference for the Working Group(s), as set out at Appendix C.

Report Author:
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Democratic Services Officer
01225 713 597
marie.gondlach@wiltshire.gov.uk

Appendices:

Appendix A – list of appointments to Outside Bodies

Appendix B – list of appointments to Working Group(s)

Appendix C – Terms of Reference for Working Group(s)

Appendix C(i) - Appointments to Outside Bodies and Working Groups - CATG ToR

Appendix C(ii) - Appointments to Outside Bodies and Working Groups - Shadow
COB ToR

Unpublished background documents relied upon in the preparation of this report

None.

Outside Body Title (A to Z)	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Rep
Leigh Park Community Association	Local voluntary community group working to improve facilities which affect both younger and older people alike within Westbury and surrounding villages.	Promote the benefit of the inhabitants of Leigh Park	Local venues in Westbury	Yes	1	Clr Russell Hawker
Maristow Street - Rotunda Area Improvement Project Steering Group	To push forward any proposal with Maristow Street/Rotunda	To Improve Westbury Town Centre	Every 6-8 Weeks	Yes	1	Clr Michael Cuthbert-Murray
Warminster and Westbury CCTV Partnership	Rep adds district and council perspective to crime issues	Prevent crime in Warminster and Westbury	4 meetings per year	No (under review)	1	Clr Russell Hawker
Westbury Community Area Partnership	To inform on the development of the Community Area Plan	Development of the Community area Plan	Normally every 6-8 weeks	No	1	Clr Russell Hawker
Westbury Youth Issues Group (CAYPIGS)	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	Up to 2	Clr Julie Swabey, Clr David Jenkins

Appointments to Working Groups Westbury Area Board

Community Area Transport Group:

- Cllr Julie Swabey (Ethandune)
- Cllr Michael Cuthbert-Murray (Westbury East)
- Cllr David Jenkins (Westbury North)
- Cllr Russell Hawker (Westbury West)

- Michael Jones (Edington parish council)
- Steve Lloyd (Bratton parish council)
- David Raines (Heywood parish council)
- Keith Harvey (Westbury town council)
- Sue Ezra (Westbury Town Council)
- A representative from BA13 Community Area Partnership – to be nominated

Wiltshire Council officers:

- Kirsty Wilson
- Spencer Drinkwater
- Pat Whyte
- Bill Parks
- Sally Hendry

Shadow Community Operations Board (COB):

Representation from:	Member	Deputy (if applicable)
Area Board	Cllr Russell Hawker	Cllr David Jenkins
Town & Parish Councils	Cllr Sue Ezra (Subject to Town Council ratification)	
Young People & Education	Toni Brodie	Lottie Waghorn
User/Community Group	Jonathan Burke	Alison Irving
User/Community Group	Mike Parker	Darren Saving
User/Community Group	Brenda Pyne	Erica Watson

Wider Community	Tara Huntley	Tumpale Phiri-Thorne
Wiltshire Council	Hannah Day	

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

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

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

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

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

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

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

Appointment of CATG Members

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

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

Media Relations

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

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

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes to do so. It should be noted that CATG is not a constitutional or decision making body and hence proceedings will not be minuted by Democratic Services.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary.

Terms of Reference

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

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

Terms of Reference

1. Small scale transport schemes – discretionary funding

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

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

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

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

(Cabinet Member Decision HT-026-11)

3. Speed Indication Devices

To make recommendations to the Area Board as to the locations for speed indicator devices (SIDs) in line with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-023-11)

4. C & UC roads speed limit review

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

(Cabinet Member Decision HT-027-11)

5. Waiting restrictions

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

(Cabinet Member Decision HT-031-11)

6. Other decisions

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

CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

Campus & Operational Estate Management Workstream

Draft Terms of Reference for Shadow Community Operations Board

1 Background

On 15 February 2011 Wiltshire Council's Cabinet approved the implementation of the Campus and Operational Delivery Programme. The Programme will:

- Work with local communities to develop, facilitate and deliver community campus buildings across Wiltshire which seek to co-locate existing Council and partners services in one accessible location (or possibly more if appropriate) in a community area.
- Carry out the development of campus facilities in line with the Campus and Operational Management workstream principles (noted in section 2 of this document).
- Implement the Preliminary Management Project which will test the potential to develop some form of community driven strategic non-profit distributing organisation to deliver and support public services across Wiltshire.

Some of the benefits that the Council is seeking to achieve from a campus are:

- Accessible facilities that accurately reflect the specific needs of the local area being served.
- Reducing the Council's estate producing an estimated 40% reduction in operational costs across all estate (this is an estimation based upon an initial assessment of the impact of the Workplace Transformation Programme which preceded the Campus and Operational Delivery Programme).
- Combining point of contact arrangements and improving accessibility to services.
- Developing and providing sustainable and energy efficient buildings.
- Ensuring long term flexibility in terms of the use of space is fundamental to the design.
- Developing the synergies between the management of individual services at a community level.
- Working with communities to develop a coherent and effective volunteering policy relevant to the local campus.
- Reducing the current overall risk to the Council from aging, disparate and inefficient buildings.
- Increased, beneficial and sustainable partnership working.

Fundamental to the successful implementation of the programme is the commitment to empower local people to have a direct influence on the delivery of public services in their area. This supports the concepts of Localism and the decentralisation of decision making to local communities.

The Preliminary Management Project will initially be focused on Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett. This will encompass the creation of Shadow Community Operations Boards, reporting into the Area Board who will make final recommendations to Cabinet for their consideration. The Shadow Community Operations Boards, will, subject to the agreement of the Area Board, take on a key role in coordinating and leading communications, influencing, and local engagement. This will cover areas such as the consultation processes, commenting on facility design and development and the ongoing indirect management and strategic planning of the resulting campus facility.

The preliminary management project will be in place from April 2011 through to April 2013 unless the Council determines otherwise.

2 Campus Management Principles

The Shadow Community Operations Board will need to work with the Council and its partners to ensure that the following approved principles are delivered:

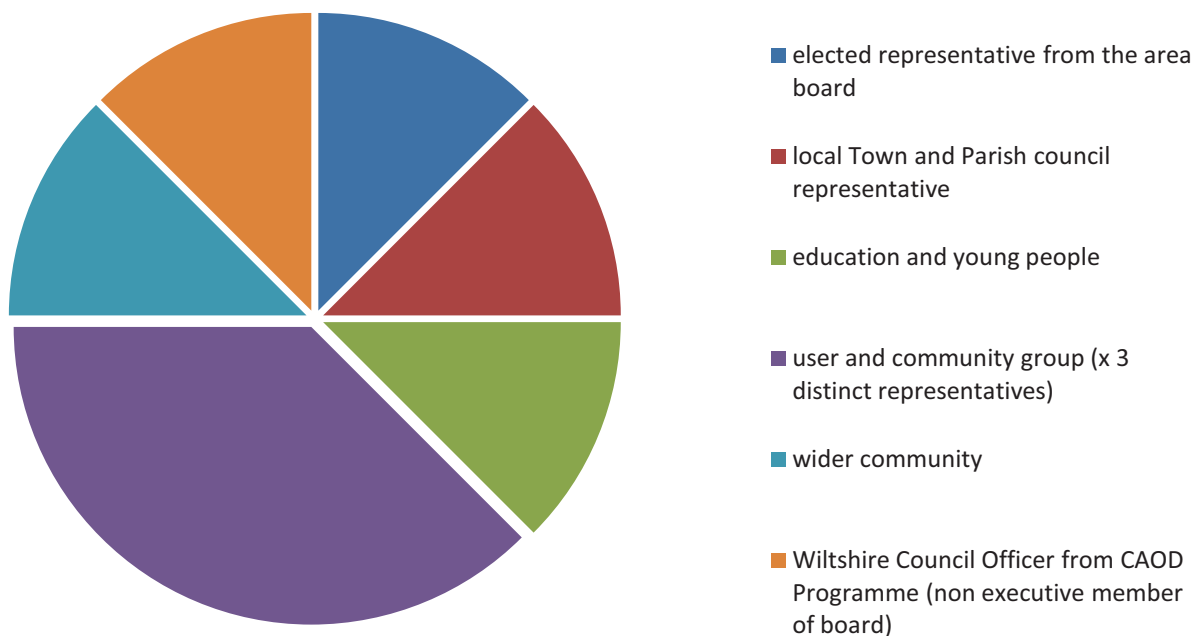
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.

Version3 – 5/4/11

- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the localisation of service delivery.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering and community involvement
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Provide accessible local decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

3 Membership

The shadow community operations board membership will be determined by the Area Board and should consist of an appropriate, mutually agreeable representative from the following broad sectors of the local community area:



- (i) There will be one representative for each party identified.
- (ii) The board will need to nominate a chairperson at its inaugural meeting.
- (iii) The board will need to determine if the suggested representation appropriately reflects the description of the party.
- (iv) There will be up to three representatives identified by the user and community group sector and approved by the Area Board. Such representatives should be selected so as to ensure proper representation from distinct interest groups within that sector.
- (v) The Wiltshire Council liaison representative will be an officer from the Campus and Operational Delivery Programme team and will be invited to sit on the board as a non-executive party.
- (vi) Each party should endeavour to be represented at each formal meeting.
- (vii) Each executive party will have equal rights.

4 Roles and responsibility

4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability for the preliminary management project and ensure the workstream principles are met.
- (ii) As required by the Area Board, to effectively manage the communications of the project within the community area and to liaise with the officer working group to ensure any locally focused communications plan complements the wider strategic communications plan.

- (iii) To make representation to the Area Board based on ongoing community engagement and consultation to determine or recommend levels of services provided within each phase of the project.
- (iv) To work with the Area Board to identify local partners and facilitation and support of sustainable partnership working.

4.2 Responsibility for outcomes

- (i) To define community need and make recommendations to the Area Board over facility specification and operations.
- (ii) Support the Area Board in the delivery of the campus building.
- (iii) On behalf of the Area Board develop, and subject to future cabinet approval, implement a local volunteering strategy (specific framework for the engagement and management of volunteers) to support the campus.
- (iv) Influence the campus design and specification where appropriate by recommendation to the Area Board
- (v) Positive engagement in the ongoing strategic planning, programming and operation of the campus

4.3 Project coordination and reporting

- (i) To develop a community led action plan that clearly sets out the approach the shadow board will take and seek Area Board approval for this
- (ii) To assist the Campus and Operational Delivery Team in developing, managing and monitoring the progress and delivery of an action plan
- (iii) To assess any potential risks and advise the Campus Management Working Group and Area Board accordingly.
- (iv) To develop a marketing plan and strategy, to be supported by the Council, that sets out the proposed approach to maximising sustainable community use of the campus facility, subject to approval by the Area Board and Wiltshire Council Cabinet
- (v) To ensure a co-ordinated community approach to the engagement, development and operation of a campus facility.
- (vi) To report progress and make recommendations to the Area Board and officer working group for improved services, community orientated services based upon need, facility development and local opinion
- (vii) Partner role in the wider not for profit distributing management options and governance appraisal

4.4 The role of Wiltshire Council

- (i) The ultimate responsibility for all service delivery and responsibility for the delivery of the Campus will remain with the Council for the duration of the preliminary management project.
- (ii) There may be elements or decisions required within the preliminary management project that will need to be determined by elected members of the Area Board or Cabinet following recommendation to them by the Area Board
- (iii) The Council will endeavour to support the approach the Shadow Community Operations Board takes where that approach supports the principles set out in section two of this document and has been supported by the Area Board

5 Outcomes

- (i) The local community and partners in the widest sense are informed and proactively engaged with the process of delivering and the future operation of a community campus.
- (ii) The community campus is delivered within the timescales set, with full proactive engagement from the local community and the service delivery meets local needs.
- (iii) The community-led aspect of campus delivery is clearly defined, managed and continually assessed to ensure maximum use of the facility by the local community and continued engagement in concept of local people directly influencing the delivery of local services.

6 Confidentiality

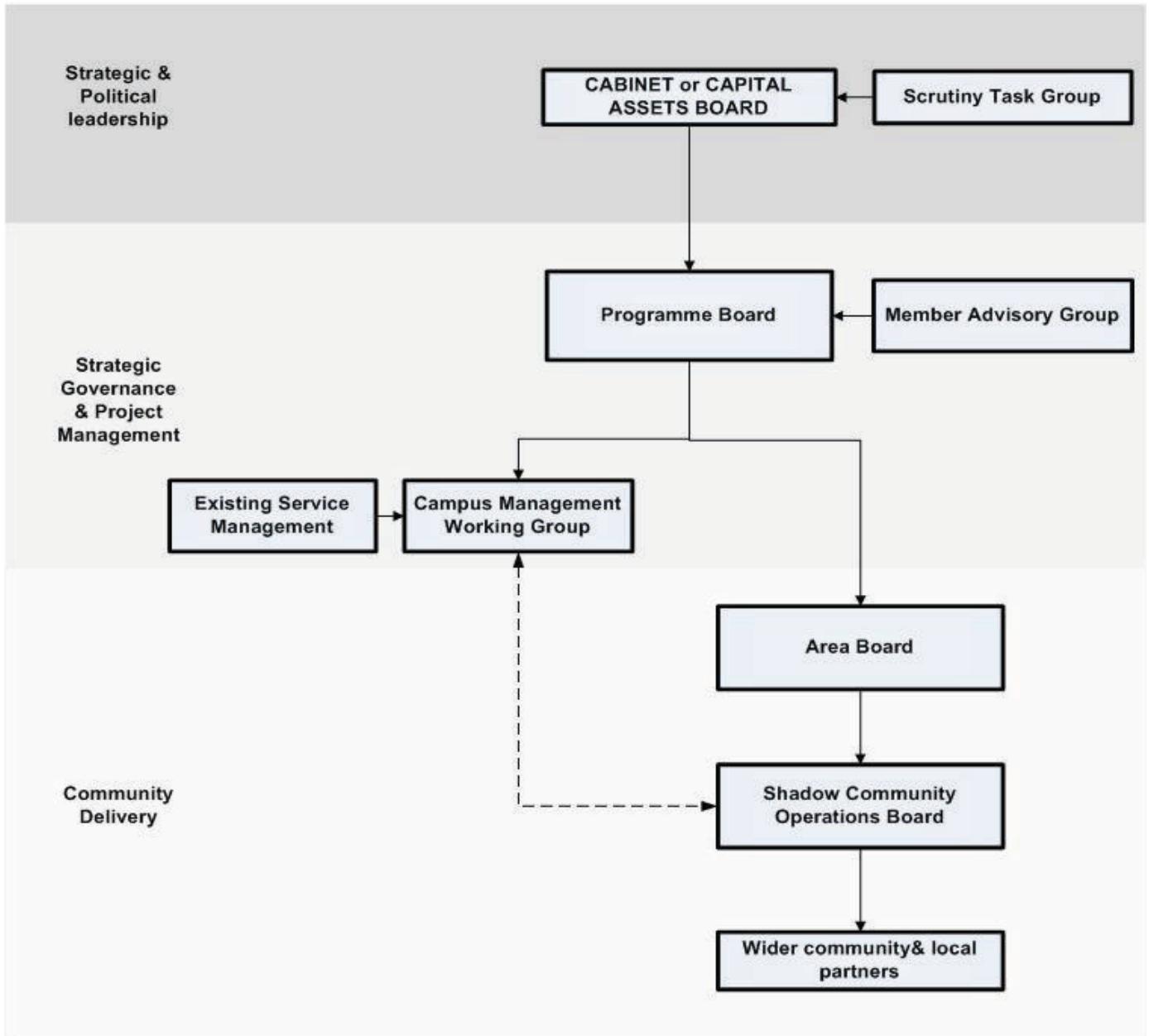
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or items are confidential. Should any participant be unable to respect this request they must absent themselves from the meeting prior to discussion and consideration of the relevant item.

7 Governance Arrangements

The project remit currently extends up to April 2013. Prior to this there is a need to implement an interim governance structure that provides an appropriate framework to operate. It should be noted that managerial responsibility for operations, health and safety, staff etc remains with the Council for the duration of the project however there is scope for the Shadow Community Operations Board to influence, plan and programme services, subject to Cabinet approval following a recommendation from the Area Board. A chart showing the relationships between the various parties is noted below.

- (i) The Shadow Community Operations Board will meet as necessary and as determined by the Board.
- (ii) The Shadow Community Operations Board will be chaired by a representative elected by the Board.
- (iii) The Shadow Community Operations Board will report to the Area Board, but where request to do so by the Area Board, may provide advice directly to the Campus Management Working group, which is a cross departmental officer team coordinated by the Campus and Operational Delivery Programme.
- (iv) The administration of the Shadow Community operations Board will be the responsibility of the Board itself.
- (v) There may be occasions whereby sub-groups of the Shadow Community Operations Board will be necessary. In this instance any sub-group will report directly to the Shadow Community Operations Board in governance terms.

Preliminary Management Project Governance Arrangements



MINUTES

Meeting: WESTBURY AREA BOARD
Place: The Laverton, Bratton Road, Westbury, BA13 3EN
Date: 19 April 2012
Start Time: 7.00pm
Finish Time: 9.25pm

Please direct any enquiries on these minutes to: Marie Gondlach (Democratic Services Officer), Tel: 01225 713 597 or (e-mail) marie.gondlach@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr David Jenkins, Cllr Julie Swabey (Chairman), Cllr Russell Hawker and Cllr Michael Cuthbert-Murray (Vice-Chair)

Jane Scott OBE (Leader Wiltshire Council)

Wiltshire Council Officers

Sally Hendry, Westbury Community Area Manager
Julia Cramp, Service Director for Commissioning and Performance
Anna Thurman, Democratic Services Officer
Alan Creedy, Head of Service - Sustainable Transport
Andy Conn, Head of Waste Management

Town and Parish Councillors

Westbury Town Council – C Mitchell, S Ezra, B Braid, F Morland, S Andrews, G King
Dilton Marsh Parish Council – F Morland
Edington Parish Council – ME Jones
Heywood Parish Council – K Youngs

Partners

Wiltshire Police – Inspector Lindsey Winter
BA13+ Community Area Partnership – Rev J Burke

Total in attendance 91

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Westbury Area Board.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Kerry Eatwell and Tara Huntley.</p>
3	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
4	<p><u>Minutes</u></p> <p>Decision The minutes of the previous meeting were agreed as a correct record and signed by the Chairman.</p>
5	<p><u>Chairman's Announcements</u></p>
	<p><u>Air Quality Action Plan for Wiltshire</u></p> <p>The air quality action plan needs updating the Community Area Manager in conjunction with the Community Area Partnership would take this forward.</p>
6	<p><u>To Receive a Petition Supporting the Reinstatement of free 1 Hour Car Parking from Westbury Town Council and Westbury Chamber of Commerce</u></p> <p>Cllr Bill Braid and Cllr David Jenkins presented Jane Scott, Leader of Wiltshire Council with the Westbury Car parking petition which was organised jointly by Westbury Town Council and Westbury Chamber of Commerce.</p> <p>The Leader explained that she would organise a meeting with lead officers, Westbury Town Council and the Chamber of Commerce.</p>
7	<p><u>Partner Updates</u></p> <p>All partner updates were contained within the agenda (pages 11 to 29 refer).</p>
8	<p><u>Update from Jane Scott</u></p> <p>Jane Scott, Leader of Wiltshire Council updated the board on the 'big issues' the Council were dealing with.</p> <p>Health She explained that the Health and Social Care Bill had become an Act and that</p>

	<p>this would be ‘big business’ for the Council. The Council was already engaged in establishing the Health and Wellbeing Boards (HWBs) a key element of the NHS reforms. The Health and Wellbeing Board will be responsible for providing strategic leadership in promoting integrated working between the local authority, the NHS, and Public Health. It will be the focal point for high-level decision making about the health and wellbeing needs of the local community, and will set the direction and priorities for local commissioning arrangements.</p> <p>Policing Elections of Police and Crime Commissioners (PCCs) in England and Wales would be direct elections in each police area of England and Wales.</p> <p>Police and Crime Panel would be formal joint committees of the councils within the force area so for Wiltshire the panel will be a joint committee of Swindon and Wiltshire Councils. Work is underway between the two councils and the police authority so that the shadow panel can be in place by the Summer 2012 in plenty of time for when the PCC is elected in November 2012.</p> <p>Local Enterprise Partnership The Swindon and Wiltshire LEP have been allocated further funding to help with economic development and infrastructure.</p> <p>Budget The budget has been approved by Council and frontline services are stable. She also announced that there would be free swimming for children (under 16’s) during the holidays.</p> <p>The Chairman welcomed questions.</p> <p>Would the Health and Wellbeing board be a panel of elected members? Jane Scott explained that board would be a mix of elected members, health care professionals and Health watch and would take a strategic role. She also explained that money in the Primary Care Trust would be transferred to the Council and that opportunity would arise here to make efficiencies.</p> <p>What was happening with the Core Strategy? After Council in February, the Wiltshire Core Strategy pre-submission document was published for consultation for a six week period and ended in April 2012, hoping for approval around June, but a date is not known.</p> <p>The Chairman thanked Jane Scott for her update to the Area Board.</p>
9	<p><u>A350 Bypass Motion</u></p> <p>Cllr Hawker thanked Jane Scott, Leader of Wiltshire Council and Cllr Fleur de Rhe-Philippe for the hard work that was undertaken with the A350 Westbury Bypass up to and including 2009.</p>

He went on to explain that the motion had been amended to reflect the current work that was being undertaken by Wiltshire Council in light of the Department of Transport proposing the setting up of new “Local Transport Bodies”, based on Local Enterprise Partnership (LEP) geography.

Cllr Hawker outlined the key points he felt supported the motion;

- There is heavy traffic on the A350
- Traffic is expected to increase
- Core Strategy supports the expansion of towns and as a direct consequence this will increase traffic
- B&NES are proposing to implement an experimental weight restriction in Bath between the A36 Bathwick Street and the A36 Beckford Road (commonly known as the Cleveland Bridge restriction). This restriction will effectively prevent a significant proportion of large HGVs (those over 18 tonnes) from travelling through Bath along the A36 and will be impact on the A350 in Westbury.
- Seasonal heavy traffic due to routes to the Southwest
- The A350 is a key economic transport route
- Congestion is a blight on the town

The Chairman then took comments from those present. A number of statements had been received prior the meeting. Points made at the meeting were;

- The resolution, as it stands, is wide open for another attempt at an eastern bypass. Can we therefore have the resolution changed to say an eastern bypass will not be attempted again?
- Is there really a need for a bypass?
- The Board has previously supported a Motion for an AONB
- After a very thorough investigation the Eastern route was not supported it would appear outrageous to start discussion again.
- To withdraw the motion.

Cllr Jenkins raised a number of points, and acknowledged that this was an emotive subject:

- Funding of a bypass is an issue
- A bypass is key to economic regeneration
- It will have an effect on employment
- Improve travel times
- The A350 through the town does get very congested at times
- Traffic will increase by 44% between 2010 and 2035
- The enquiry cost £4M and that this was money that did not go anywhere.

Jane Scott explained that at the enquiry the Inspectors had detailed that the

usage of the road was not exceptional for a primary route, that the cost and the environmental impact outweighed need and also the Inspectors did not see a strong economic benefit. She explained that she thought that in the current economic climate Government would be looking at schemes that dealt with the economy. She went on to make clear that the Westbury Community needs to have a conversation about what should be done before the harder work is taken on by the Council.

The Chairman explained that her major concerns were financial and that the Council had started to consider over 50 potential major transport schemes ranging in cost from £1m up to +£30m such as Westbury bypass. Each of the schemes would initially be evaluated using a recognised Department of Transport appraisal tool and then prioritised for discussion with the Local Enterprise Partnership. She proposed that the motion should be deferred but this was not supported by the rest of the Area Board membership.

Cllr Cuthbert-Murray supported the motion, emphasising that he did not support either the Eastern or Western route, but that a discussion did need to happen.

Alan Creedy Head of Service Sustainable Transport explained that work regarding the issues surrounding Yarnbrook was ongoing. Growth on that side of Trowbridge was developing and access would be required to the new development. However the developer would be paying for this.

The Chairman asked Cllr Hawker to sum up, his main points were;

- It was the councillors' role to work towards improving Westbury;
- Analysis needs to be done to determine a route – this may take many years;
- Everybody is aware that there is no money at present for a project such as this but that is not a reason not to be starting the discussion.

Decision

Westbury Area Board supports the motion that,

Westbury needs an A350 bypass as soon as possible, not least because heavy traffic flows along the A350 are expected to continue to grow for a wide range of reasons. Westbury Area Board calls on Wiltshire Council's cabinet, Wiltshire Strategic Economic Partnership and all other relevant stakeholders, as soon as reasonably possible, to restart substantive discussions and relevant technical work to:

a) identify an appropriate and practical route that will obtain planning permission under the new national and local planning regime currently being introduced, and;

b) set out a vision and practical timescale for the implementation of an A350 Westbury Bypass that will both remove long distance traffic from the

	<p>town and help to improve journey times along the local A350 corridor taking into account the likely timing and potential sources of funding including possible developer contributions from development schemes that would benefit from better A350 north-south connectivity.</p>
10	<p><u>Police Update</u></p> <p>Inspector Lindsey Winter updated the board. She was pleased to announce that statistics showed that the Police were performing slightly better than this time last year.</p> <p>She encouraged people to attend the Neighbourhood Policing Team meetings that were held regularly in various halls around the community. It is an opportunity to ask questions and have your say!</p> <p>Lindsey agreed to bring back to the board an update on the Restorative Justice process that she, other agencies and partnerships had been engaged with.</p> <p>Are there common themes with Anti Social Behaviour and are the vulnerable being supported? Lindsey explained that there was a robust procedure in place, and work is continually ongoing. She also explained that HMIC had assessed them in April and recommendations have been made. Her team looks at trends and patterns and acts upon them robustly.</p> <p>It was noted that people had seen a reduction in ASB throughout the Market Place.</p>
11	<p><u>Wiltshire Fire and Rescue Service Proposals</u></p> <p>Unfortunately due to unforeseen circumstances Scott Taylor was unable to attend the meeting.</p>
12	<p><u>Changes to Recycling</u></p> <p>The Chairman introduced Andy Conn, Head of Waste Management.</p> <p>About 242,000 tonnes of waste is produced a year, 41% is recycled or composted. Roughly 20% is converted into energy this will increase to 30% with the Mechanical Biological Treatment. 37.5% of waste goes to Landfill. Over 1,900t of black box materials are recycled a month.</p> <p>The new plastic bottle and cardboard recycling services was delivered in Autumn 2011. In Wiltshire collection is approximately 700 tonnes of plastic bottles and cardboard a month. 220 tonnes is collected in the West. This service now includes shredded and brown paper.</p>

	<p>During recent summers household recycling centres have been open until open until 7pm on Wednesday and Thursday evenings. As all residents have a new kerbside service to collect garden waste at no extra charge, it is proposed that household recycling centres will go back to normal summer opening every day until 5pm.</p> <p>The consultation could be accessed on the Wiltshire Council website until 28 May 2012.</p> <p>Questions raised were;</p> <p>Why is it only plastic bottles that are allowed in the recycling bins? Andy explained that is was to do with the quality of the plastic. Good quality plastic bottles per tonne £220, mixed plastic £20 per tonne. He explained that the issue here was quality.</p> <p>Wouldn't it be better to open later in the morning and keep the household recycling centres open in the evening, this may lessen the potential to fly tip. There is always a risk of fly tipping, but Wiltshire have better options than other local authorities.</p> <p>Will the lorries using the MBT use the A350? Andy explained that all lorries will be those belonging to the Council, therefore they will dictate and enforce the route they will take which will be through the industrial estate. There will be no increase in traffic.</p>						
13	<p><u>Community Area Partnership/Westbury Forward</u></p> <p>The BA13+Community Area Partnership have compiled the Community Area Plan in consultation and with research in the Westbury area as well as meetings with relevant groups and individuals to identify priorities. The Westbury Forward event in January identified top priorities for action. The next stage will involve identifying partners to help deliver desired outcomes and a methodology to measure progress against targets.</p>						
14	<p><u>Community Operations Board Membership</u></p> <p><u>Westbury Community Operations Board Membership</u></p> <table border="1" data-bbox="336 1684 1444 1928"> <thead> <tr> <th data-bbox="336 1684 644 1825">Representation from:</th> <th data-bbox="644 1684 1043 1825">Member</th> <th data-bbox="1043 1684 1444 1825">Deputy (if applicable)</th> </tr> </thead> <tbody> <tr> <td data-bbox="336 1825 644 1928">Area Board</td> <td data-bbox="644 1825 1043 1928">Cllr Russell Hawker</td> <td data-bbox="1043 1825 1444 1928">Cllr David Jenkins</td> </tr> </tbody> </table>	Representation from:	Member	Deputy (if applicable)	Area Board	Cllr Russell Hawker	Cllr David Jenkins
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Area Board	Cllr Russell Hawker	Cllr David Jenkins					

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15	<p><u>Issues Updates</u></p> <p>Sally Hendry Community Area Manager reminded those present that issues could be raised through her, local councillor or on-line.</p> <p>Concern had been raised by a number of people regarding the number of lorries using the Bratton Road (B3098) and then the bridleway to access the White Horse Country Park. A solution has been worked out and it is hoped in the future lorries will access from the A350.</p> <p>The rubbish in the stream is causing concern at Leigh Park the problem with this is that parts of it are adopted and some is not! Work is ongoing to resolve this.</p> <p>Dog fouling continues to be an issue throughout the area, posters that were made by local children in Church Street were a great success and it would be good to organise a campaign throughout the town.</p>																					
16	<p><u>Community Area Transport Group and Speed Indicator Devices Update</u></p>																					

	<p>Further to the report in the agenda (page 31 refers) Sally Hendry Community Area Manager explained that in order to get a SID in place your area has to have a community speed watch. Bitham have started and Warminster Road will be starting soon.</p>
17	<p><u>Community Area Grants</u></p>
17.1.	<p><u>Grant Overview Report 2011/12</u></p> <p>An up to date allocation of grants can be found at http://maps.google.co.uk/maps/ms?msa=0&msid=206642948348490339237.0004a64a0133d7e54b948&hl=en&ie=UTF8&z=12.</p>
17.2.	<p><u>Heywood and Hawkeridge Jubilee Committee Application for £1000 towards Jubilee Celebrations</u></p> <p>Heywood and Hawkeridge Jubilee committee application for £1,000 towards the funding of Diamond Jubilee celebrations for the community including the purchase of a tent which can be used for future community events.</p> <p>Decision</p> <p>To approve the grant of £1000.</p> <p>Reason</p> <p>The villages of Heywood and Hawkeridge are planning a packed programme of events to celebrate the Jubilee with events for all ages. The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities".</p>
17.3.	<p><u>Bratton Jubilee Hall Management Committee Application for £1000 Towards the Purchase of New Tables</u></p> <p>Bratton Jubilee Hall Management Committee application for £1,000 towards the purchase of replacement tables for use by the public and community groups in the hall.</p> <p>Decision</p> <p>To approve the grant of £1000.</p> <p>Reason</p> <p>The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities".</p>
17.4.	<p><u>Edington Recreation and Leisure Action Committee Application for £1000</u></p>

	<p><u>Towards Jubilee Celebrations</u></p> <p>Edington Recreation and Leisure Action Committee application for £1,000 towards the funding of Diamond Jubilee celebrations for the community including a big village party for everyone, a shared village lunch in the playing field, with children's entertainment, punch and judy, games and races. Children will be presented with a celebration mug.</p> <p>Decision</p> <p>To approve the grant of £1,000</p> <p>Reason</p> <p>The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities".</p>
17.5.	<p><u>Dilton Marsh Carnival Committee Application for £500 Towards Jubilee Celebrations</u></p> <p>Dilton Marsh Carnival Committee application for £750 (since the publication of the agenda an additional event had been organised and the request had increased by £250) towards the funding of Diamond Jubilee celebrations for the community.</p> <p>Decision</p> <p>To approve the grant of £750.</p> <p>Reason</p> <p>The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities".</p>
17.6.	<p><u>Area board Led Grant for £3,000 for 1 May Jubilee/Royal Visit Event in Salisbury</u></p> <p>The Chairman explained that this project gives an opportunity to showcase various aspects of Westbury community life. It will raise the profile of the community and what it has to offer to a much wider audience. It involved a variety of local groups and individuals including schools and the youth centre. We plan to follow the one day Salisbury event with a mini exhibition in Westbury so people who had been unable to attend will also be able to see the exhibits.</p> <p>The projects links in with: Building Resilient Communities</p>

	<p>Decision</p> <p>To approve the grant of £3,000.</p>
18	<p><u>Future Meeting Dates and Close</u></p> <p>The next meeting of the Westbury Area Board will be held on Thursday 14 June at Heywood Village Hall.</p>

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MINUTES

Meeting: WESTBURY AREA BOARD
Place: The Laverton Hall, Bratton Road, Westbury, Wiltshire, BA13 3EN
Date: 18 May 2012
Start Time: 12.30 pm
Finish Time: 12.40 pm

Please direct any enquiries on these minutes to:

Marie Gondlach (Democratic Services Officer), Tel: 01225 713 597 or (e-mail) marie.gondlach@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr David Jenkins, Cllr Julie Swabey (Chairman), Cllr Russell Hawker and Cllr Michael Cuthbert-Murray (Vice-Chair)

Wiltshire Council Officers

Marie Gondlach, Democratic Services Officer

Town and Parish Councillors

Westbury Town Council – Sue Ezra
Bratton Parish Council
Coulston Parish Council
Dilton Marsh Parish Council
Edington Parish Council
Heywood Parish Council

Partners

Wiltshire Police
Wiltshire Fire and Rescue Service
Wiltshire NHS
BA13+ Community Area Partnership

Total in attendance: 6

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
19	<p><u>Chairman's Announcements, Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to this extraordinary meeting of the Westbury Area Board.</p> <p>There were no Chairman's Announcements.</p>
20	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from: Cllr Francis Morland Mike Franklin Sally Hendry, Westbury Community Area Manager Julia Cramp, Service Director for Commissioning and Performance</p>
21	<p><u>Declarations of Interest</u></p> <p>There were no Declarations of Interest.</p>
22	<p><u>Community Area Grants</u></p> <p>The Area Board considered the following grant applications:</p>
22.1.	<p><u>Grant application - Bratton Parish Council (jubilee grant)</u></p> <p>The Chairman introduced this application from Bratton Parish Council for £1,000 towards Jubilee celebrations for the village community and explained that it would have been too late to consider it at the June meeting.</p> <p>Decision</p> <p>To approve the grant of £1,000</p> <p>Reason</p> <p>The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities".</p>
22.2.	<p><u>Area Board Project - Jubilee party</u></p> <p>Cllr David Jenkins introduced the Area Board led grant and explained that unfortunately there seemed to be less enthusiasm for the project than anticipated.</p> <p>In view of the lack of support the project had been cancelled and therefore Cllr Jenkins proposed that the grant application be withdrawn.</p>

	Decision To accept the withdrawal of the application
23	<u>Future Meeting Dates and Close</u> The next meeting of the Westbury Area Board will be held on 14 June 2012 at Heywood Village Hall.

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Westbury Area Board – 16 June 2012

Chairman's Announcement

Paths Improvement Grants Scheme (PIGS)

Do you have an idea to improve access to the countryside or to create new links between settlements in your area?

The Paths Improvement Grants Scheme aims to help local people to make innovative improvements to countryside access in their area. In 2012 around £60,000 will be made available for community led projects.

If you have an idea for a scheme please contact Wiltshire Council's Rights of Way and Countryside Team Michael.Crook@wiltshire.gov.uk or Tel: 01225 713349.

Further details of the scheme are available on the Countryside Access Forum website - www.wiltshirelaf.org.uk

The closing date for applications is Friday 13 July 2012.

Westbury Area Board – 16 June 2012

Chairman's Announcement

Rural Facilities Survey 2012

The rural facilities survey maps the services and amenities available to rural communities within the Wiltshire Council area. The survey has been carried out since 1976, painting a picture of some 233 rural settlements in the county of Wiltshire across 35 years. This gives us a wealth of data to support local communities in rural parts of the county and allows us to track changes in facilities including education and childcare services, local health facilities, food shops, spiritual and leisure facilities and public transport. In recent years, the survey has also examined access to services such as broadband internet connections and mobile phone coverage. There has been a significant decline in a number of basic facilities since 1976. The number of settlements with primary schools has decreased by around 30%, while around two thirds of villages have lost their general food shop. Less than half of settlements in 2008 retained the Post Office they had in 1976. Public transport, however, has improved vastly over the period of the survey.

The most recent survey was carried out in 2008 and a report outlining the results and trends revealed can be seen on the intelligence network website¹ along with an update taking into account the changes to the Wiltshire County Community Area boundaries that occurred in April 2009.

The survey is repeated around every three years and the latest survey is scheduled to be carried out during Spring 2012. Over the coming weeks, the survey will be posted out to the parish clerks for the settlements included in the database and their input is critical to making the survey a success. The results will be analysed for all 20 of Wiltshire's Community Areas and the overview report published in the autumn. The results will also form part of the evidence base that will be used to refresh the Joint Strategic Assessment for Wiltshire.

For more information, please contact:

Knowledge Management Team,
Public Health and Protection Services
Wiltshire Council
(01225) 713186
research@wiltshire.gov.uk



¹ www.intelligencenetwork.org.uk/community



Crime and Community Safety Briefing Paper Westbury Community Area Board

Team News:

Ps Debra ASHLEY

Town Team:

Pc Jo Philpott
PCSO Matt Stewart
PCSO Neil Turnbull

Rural Team:

Pc Darren Foulger
PCSO Lukas Breedt

Current Priorities:

Up-to-date details of the current news about Neighbourhood Policing Teams, including, profiles, priorities and forthcoming community consultation events can be found on the Wiltshire Police Website.

📄 Visit the new and improved website at: www.wiltshire.police.uk

Mr Ricky Rogers is an Independent Member of the Wiltshire Police Authority and has the responsibility for overseeing police matters in the Community Area. He can be contacted via Wiltshire Police Authority: ☎ 01380 734022

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

1. Performance

Please note there is a slight variation in the crime data/stats presented this time. The summary no longer includes an overall crime figure.

This reporting period has seen a continued reduction in relation to violence/victim based crime reports and criminal damage. This is good news and continues to support the fact Westbury and the surrounding villages are a safe place to be.

Unfortunately this reporting period has seen an increase in reports of burglaries to both houses and outbuildings sheds etc. Whilst there have been a number of arrests in relation to some of these offences and the suspects remain on police bail we need to be mindful that this type of offending continues.

Electrical items from houses including laptops/mobile devices etc and gardening equipment and tools from outbuildings are currently the commodity of choice.

Opportunities to gain easy access ie windows left open, insecure buildings/sheds have been mentioned when interviewing the most recent suspects. It is really important that when a house/shed/outbuilding/items of property are left it is left as secure as it can be and where possible marked in an identifiable way.

Watch Schemes within our communities such as Neighbourhood Watch, Farm Watch, Horse Watch etc along with any Alarms/CCTV/Camera installations are all essential in helping prevent and detect offences.

Reporting of suspicious activity via the 101 number is essential.

**Table 1 – Reported Crime Figures
May 2011 – April 2012**

EG Westbury	Crime				Detections	
	May 2010 - April 2011	May 2011 - April 2012	Volume Change	% Change	May 2010 - April 2011	May 2011 - April 2012
Victim Based Crime	852	810	-42	-5%	17%	20%
Domestic Burglary	35	48	13	37%	3%	31%
Non Domestic Burglary	81	83	2	2%	4%	4%
Vehicle Crime	86	96	10	12%	3%	6%
Criminal Damage & Arson	209	175	-34	-16%	14%	17%
Violence Against The Person	164	148	-16	-10%	47%	49%
ASB Incidents	800	845	45	6%		

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 Victim Based Crime and Violence Against the Person in the previous 12 month period (April 2011 - March 2012)

* Detections include both Sanction Detections and Local Resolution

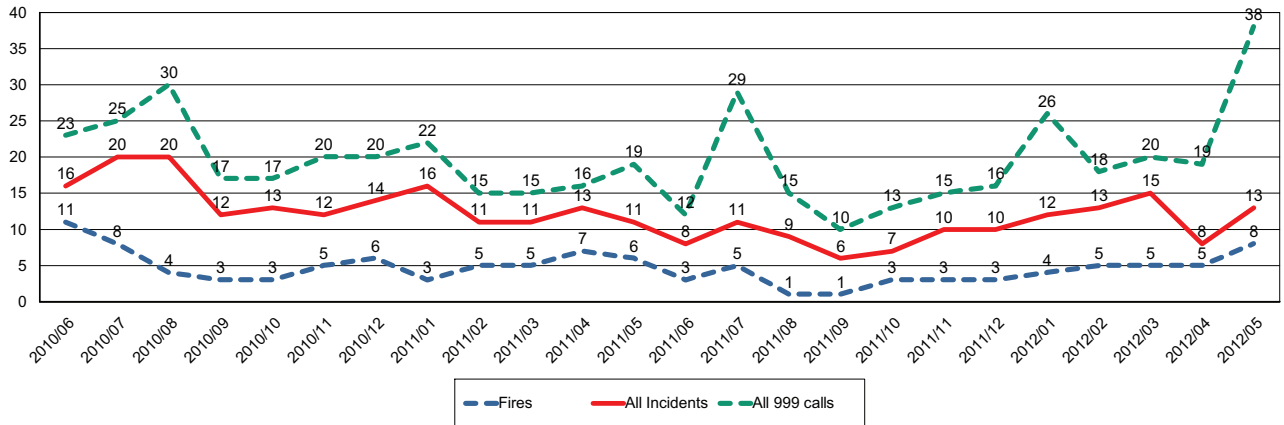
Lindsey Winter
Sector Inspector
1st June 2012



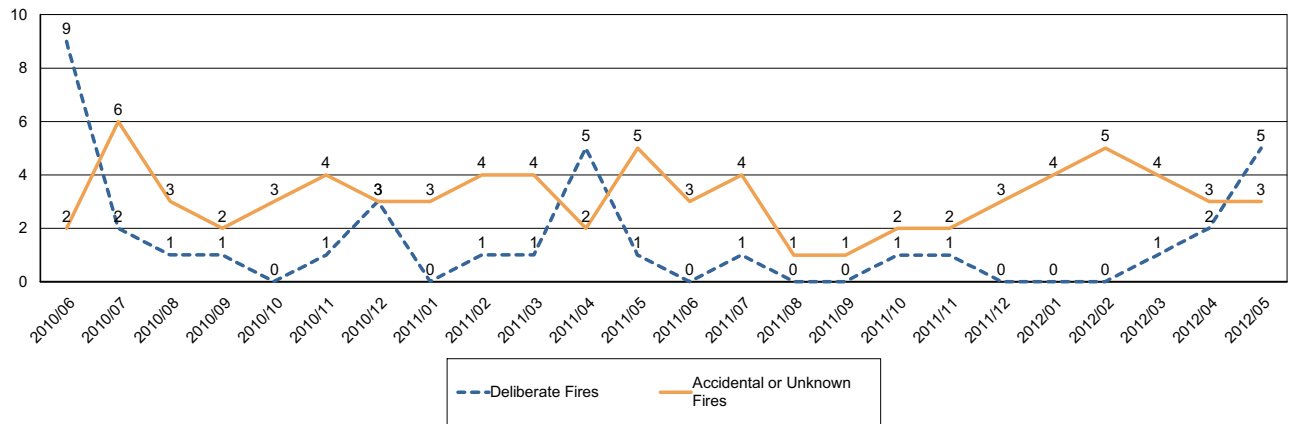
Report for Westbury Area Board

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

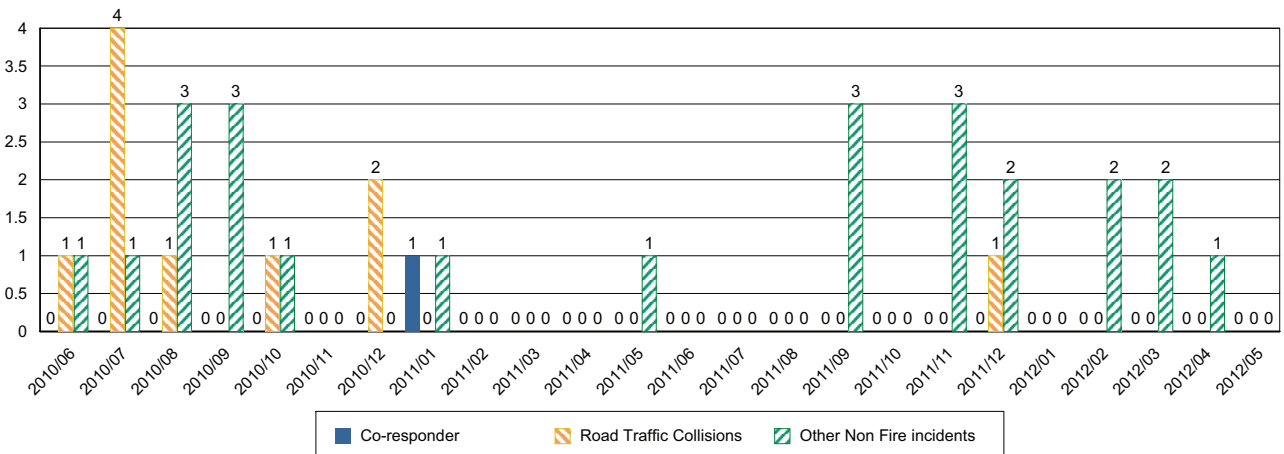
Incidents and Calls



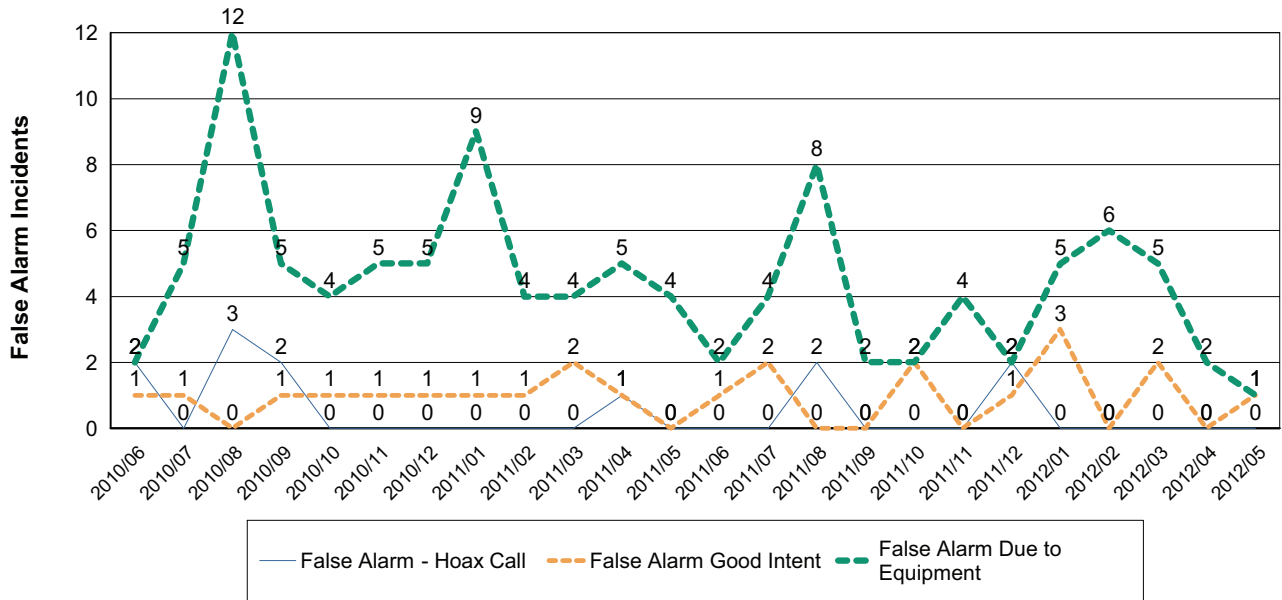
Fires by Cause



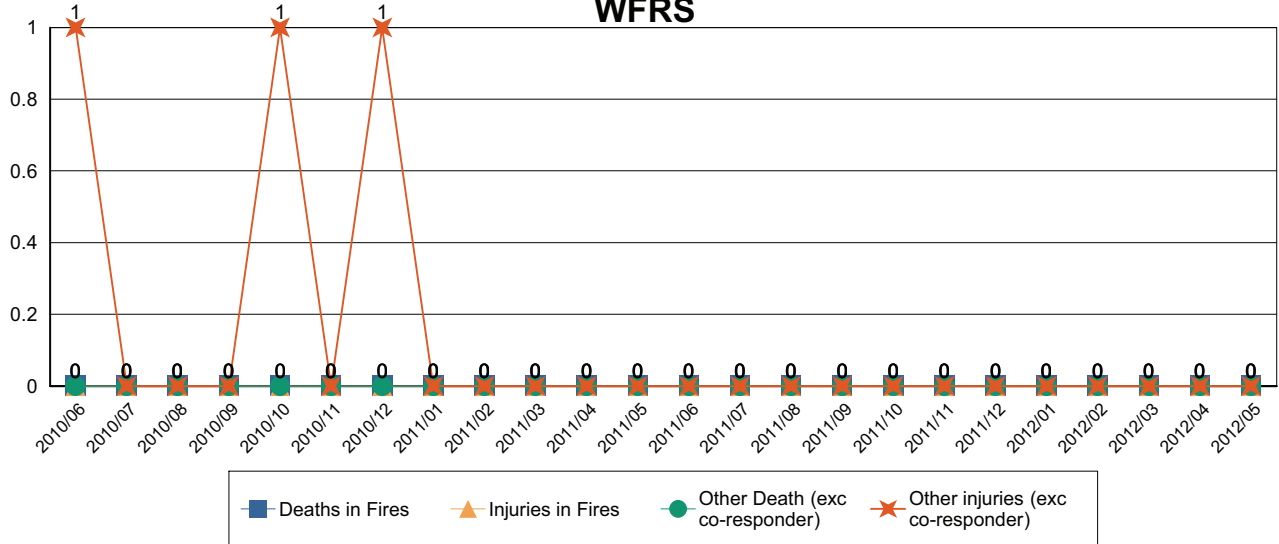
Non-Fire incidents attended by WFRS



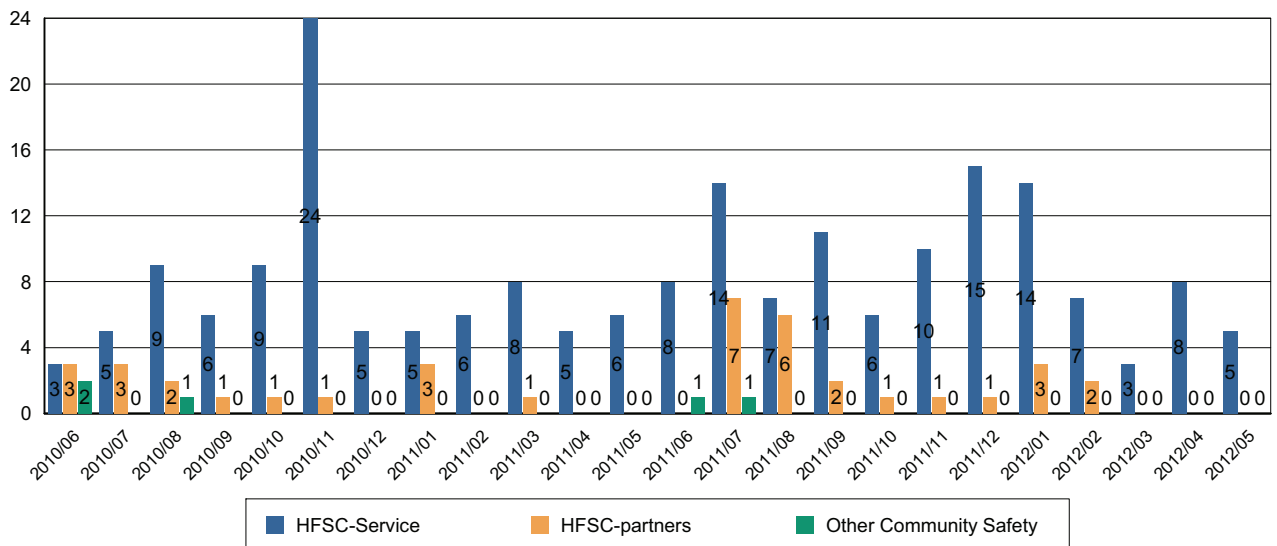
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

May update

New tests provided for women in Wiltshire as part of the NHS Cervical Screening Programme

Women in Wiltshire will benefit from a new test for High Risk Human Papilloma Virus (HR HPV) from April 2012 onwards, as part of the NHS Cervical Screening Programme.

HPV is a common infection and most women get it at some point in their life. In most cases it clears up by itself without the need for treatment, but in some women the virus persists, placing them at greater risk of developing cervical cancer. Clinical studies have identified that almost 100% of cervical cancers show evidence of HR HPV infection, and detecting HPV at an early stage can reduce the risk.

The HPV test will be carried out as part of the routine smear test, and no additional sample is required. Women will be given the results of the screening and HPV tests in the normal way, and will be advised if any treatment is necessary. All women in the eligible age group – between the ages of 25 and 64 – come under the screening programme and are invited for routine screening by their GP.

About 2,900 women are diagnosed with cervical cancer in the UK each year. It is the most common cancer in women under 35 years old and over half of all cases are diagnosed in women under 50. Every year in Wiltshire six women die of the condition. Cervical cancer is unique in that we already know exactly what we have to do to prevent almost every case; effective vaccination and screening programmes could virtually eliminate cervical cancer, so the inclusion of HPV testing in the screening programme makes it even more effective.

Wiltshire welcomes the Government's consultation on plain packaging of tobacco products

Wiltshire's Director of Public Health and Public Protection has welcomed the announcement of the Government's consultation on tobacco packaging. Maggie Rae, NHS Wiltshire and Wiltshire Council's Director of Public Health and Public Protection said:

'Our partners, Smokefree South West, have launched a world first campaign to raise awareness of the dangers of tobacco packaging to children and young people. The shocking facts are that smokers start as children and continue as adults. Two thirds of smokers start before they are 18 and the vast majority while still teenagers. The tobacco industry knows this only too well, and uses trendy,

appealing packaging to help entice young people – who go on to replace the 100,000 people lost every year to smoking related diseases.

‘We have had support from parents and grandparents, from old and young, men and women, smokers and non-smokers. People want to see their children lead a full life free from addiction and from the illnesses and premature death caused by smoking.

The aim of packaging tobacco products in standardised packaging is to reduce the number of children who smoke by:

- Making tobacco packaging look less attractive
- Increasing the effectiveness of health warnings
- Preventing the use of misleading and deceptive colours to create false beliefs of different strength and quality
- Removing the positive association with cigarette brands and image

‘Smoking is an epidemic that affects children and moving tobacco products into standardised, plain packaging is designed to protect them and to help reduce the numbers who begin smoking. The proposals for plain packaging are not about current smoker’s behaviour.’

To date over 25,000 people have given their backing to the Smokefree Southwest campaign at www.plainpacksprotect.co.uk.

Darrell Gale, Consultant in Public Health at NHS Wiltshire and chair of Wiltshire’s Tobacco Control Alliance said:

“Branding of cigarettes encourages childhood experimentation - which leads to addiction. Smoking is still cool to many children and young people - aided by brightly coloured packs; cool brands; packs designed to look like MP3 players or Zippo lighters. Plain packaging removes the tobacco industry’s ONLY remaining legal means of promotion to the young. They know their potential UK market will shrink dramatically if cigarettes are packages in standardised packaging.”

Wiltshire CCG appoints Chairman

Wiltshire Clinical Commissioning Group, the new doctor-led commissioning organisation that will be responsible for buying local health services in Wiltshire, has elected Dr Stephen Rowlands as its Chair with immediate effect.

Dr Rowlands has been the Medical Director of Wiltshire Primary Care Trust since April 2011 and, alongside his work with the emerging Clinical Commissioning Group (CCG), has been a Senior Partner GP with the Bradford Road surgery in Trowbridge since 1985. His role as Chair to the CCG will be an interim post until March 2013.

The Health and Social Care Act requires that every CCG has a governing body which must oversee its governance and decision-making, ensuring that it exercises its functions effectively, efficiently and economically. The CCG will work within a framework with other health and social care providers such as the three NHS acute hospitals and Wiltshire Council and arrangements for engaging and involving members of the public, patients, carers and voluntary organisations to ensure they are ready to take up the responsibility for commissioning. They will enter a process for authorisation as a statutory commissioning organisation later this year.

Dr Rowlands said:

“The agenda for the next eleven months is extremely demanding and I am very keen to support the transition from PCT to clinical commissioning as smoothly as possible. I’m honoured to have been chosen as Chair of the Wiltshire CCG, which brings together all GPs in the county to help steer the provision and development of local health services for Wiltshire people. This is an exciting opportunity to build on the good work of NHS Wiltshire”.

“As highlighted in national media, the NHS faces significant challenges in the next few years, especially in terms of its finances. Having local GPs working in partnership with hospital colleagues, other healthcare professionals, NHS managers and patients will ensure that we continue to have local NHS services that really support and meet the needs of people in Wiltshire”.

Ed Macalister-Smith, Chief Executive of the existing Primary Care Trust said:

“I am delighted that Steve has accepted the role, and the people of Wiltshire should feel confident in Steve’s experience, his focus on patient safety and clinical excellence, and his ability to lead such complex changes”.

Tackling Financial Exclusion

Westbury Area Board

14 June 2012

What is financial exclusion?

Many people, particularly those living on low incomes, cannot access mainstream financial products such as bank accounts and low cost loans. This financial exclusion imposes real costs on individuals and their families - often the most vulnerable people in our society. It also has costs for the communities in which they live.

People who are financially excluded face many disadvantages, including:

- finding it hard to get a job as employers require bank accounts for direct credit of salaries;
- paying more for utilities due to lack of access to discounts available for direct debit;
- not being able to access affordable credit easily, so having to pay extremely high rates of interest to borrow from doorstep lenders or 'loansharks';
- lacking the financial buffer to manage unexpected financial pressures;
- not being able to access impartial advice, particularly on debt problems.

What is being done to tackle financial exclusion in Wiltshire?

Wiltshire Money is the lead body for financial inclusion and includes a number of organisations:

- Social housing landlords
- Wiltshire Citizens Advice
- Wiltshire Community Bank
- Nationwide
- Community First
- NHS Wiltshire
- Wiltshire Council

It provides a strategic framework for activity and its vision is:

To improve the quality of life of those in economic need through improved financial capability and better access to free money advice, financial products and services

Useful contacts and further information:

- Website for Wiltshire Money: <https://sites.google.com/site/wiltshiremoney/home>
- Film on Wiltshire Community Bank:
www.youtube.com/watch?v=5alT_uAvwmo&feature=youtu.be
- Wiltshire Community Bank telephone 01249 248424 (to find out about your local credit union and collection point)
- Illegal Moneylending: To report a loan shark in confidence telephone 0300 555 2222
- Wiltshire Citizens Advice for free, independent and confidential advice:
www.cabwiltshire.org.uk or telephone 0844 375 2775 (from a landline) or 0300 456 8375 (from a mobile)

For more information contact:

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Wiltshire Money

Wiltshire Council

Westbury Area Board

14 June 2012

Westbury, Leigh Park – Progress with Adoption of Amenity land

Executive Summary

To update the Westbury Area Board on progress with the adoption of amenity land on the Leigh Park development

Proposal(s)

The Area Board to note the situation report

Reason for Proposal

The Area Board have requested regular updates on progress with adopting amenity land on Leigh Park

Recommendation

It is recommended that: the Westbury Area Board note the contents of the report

Purpose of the Report

1. To update the Westbury Area Board on progress with the adoption of amenity land on the Leigh Park development

Background

2. Parts of the Leigh Park development have been completed for a number of years and the Wiltshire Council's Technical Manager has attended previous Area Board meetings to report on progress with adopting amenity land in these completed areas.
3. It was previously requested that the Technical Manager would report progress to the Area Board every six months.
4. This report is to inform the Area Board on the latest progress.

Main Considerations

5. As reported previously the development has been divided into three phases reflecting the degree of completeness and or complexity of issues involved in the adoption of the amenity land.
6. Since the last report no land has been transferred by Persimmon to the Council.
7. The developer has encountered complications with proving legal title to the land and therefore little progress has been achieved.
8. The developer has submitted a further title plan and this is presently with the Council's legal department.
9. Timor Road was adopted as planned.

Environmental Impact of the Proposals

10. None

Financial Implications

11. None.

Legal Implications

12. None.

HR Implications

13. None

Equality and Diversity Implications

14. None

Recommendation

15. It is recommended that: the Westbury Area Board note the contents of the report

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Appendices: None

Background papers: Previous reports to Westbury Area Board

Informal Adult Education in Wiltshire

What is Informal Adult Education?

1. Informal adult education (also known as informal adult and/or community learning) refers to courses which are offered as leisure activities and not those which are focused on developing basic skills or qualifications relating to employment.

Why should we be concerned about Informal Adult Education?

2. Informal Adult Education contributes to economic and social well-being in communities. It can help with a variety of objectives including:
 - adult social care
 - health and well-being
 - crime reduction and community safety
 - democratic engagement
 - economic development.

What does Wiltshire Council do?

3. Currently, Wiltshire Council offers informal adult education through public libraries, its Family Learning Team and at Urchfont Manor College (which is due to close in September 2012).

Who else is involved?

4. Other providers who offer informal adult education include Wiltshire College, the Workers' Educational Association and Learning Curve, in addition to which there is a huge range of activities organised by groups and individuals taking place in communities across the county.

Does the council have to provide it?

5. Informal Adult Education is a non-statutory service for a local authority meaning that the council is able to decide the extent of its involvement in the planning and provision of the service.
6. Local Authorities may take a range of roles in relation to informal adult education, including direct delivery, strategic commissioning, shaping the new all age careers service, coordinating with the Work Programme and as key players in Local Enterprise Partnerships.

What does the Government do?

7. The government, through the Department for Business, Industry and Skills (BIS), provides financial support for informal adult education (which it mostly refers to as "community learning"). The government's support for community learning in Wiltshire is much lower than that provided to other comparable local authorities. Government funding to Wiltshire Council currently supports the provision of Family Learning which is focused upon improving the basic skill level of parents to enable them to support their children's learning.

8. BIS is reviewing its strategy to support community learning and is intending to use the public funding subsidy to support access, and progression in its widest sense, especially for people who are disadvantaged.
9. In the 2012/13 BIS will pilot different locally-based 'community learning trust' models to channel funding and lead the planning of local provision in cities, towns and rural settings. If this proves to be effective the model will be rolled out across England to begin full operation from summer 2013. The new trusts are intended to take account of the views of local government, local communities and local business leaders to ensure the purpose and objectives for the budget are implemented in ways that meet local need.

Why are we being asked about Informal Adult Learning now?

10. At its meeting in January, the council's cabinet decided to close Urchfont Manor by the end of September 2012 while recognising that future Adult Education Service provision, including local flexible delivery in line with the BIS proposals, will be determined by cabinet after consultation with service users, area boards, local communities and partners;
11. Wiltshire Council is taking this opportunity to undertake a review of its provision and support of informal adult education across the county.
12. This report seeks the views of the Area Boards on the council's future policy towards informal adult education.
13. The council is establishing a community campus in each community area. These premises could be used to offer accommodation for a variety of activities, including informal adult education.

Options for Consideration

14. Option 1 – Wiltshire Council to take no action in relation to informal adult education

The council does not have to get involved with Informal Adult Education. There are a number of adult education providers which are able to offer activities as and when they wish. Some receive government funding to support their provision while others rely upon payments by participants or support from other sources. The council has no current budget of its own to support informal adult education.

For:

Activities organised by Wiltshire College and other providers will continue
No financial risk to the council

Against:

Unable to seek government funding
Council and communities have little influence over what is offered
No continuation of activities run at Urchfont Manor College

15. Option 2 – Wiltshire Council to be a direct provider of informal adult education.

The council could continue to offer adult education direct to the public on a similar basis as the courses offered at Urchfont Manor College. The council would decide what would be offered, make all the arrangements and promote the courses. Unless a subsidy was available, the full cost would be charged to participants. Activities could be held on a residential basis, utilising suitable residential accommodation in the county, or on a non-residential basis.

For:

The council could use information from communities to decide what to offer
Some courses from Urchfont Manor College could continue in different venues
The council could ensure the quality of activities being provided.

Against:

Financial risk for the council
Depends upon the ability of participants to pay
The council will need to develop a system to organise courses, take bookings, etc.
May be seen as being in competition with other providers

16. Option 3 – Wiltshire Council to facilitate the provision of informal adult education at a local level.

Rather than be the organiser and provider of activities, the council could work through its network of area boards and community area networks to identify the demand for specific informal adult education provision in each community area. The demands will include provision for leisure learning and that needed to reach disadvantaged members of the community. The council could establish partnerships with adult education providers to share this information and meet this demand. Providers would be able to offer activities with reduced risk and in venues to suit the participants.

This approach would require the active involvement of members of the community area networks if it is to be delivered in a affordable way.

For:

Uses expertise and experience of other providers
Little financial risk to the council
Reduced financial risk to providers
Builds upon network of community areas
Providers and council able to bid for BIS funding

Against:

Level of activity may vary from one area to another
Will have to establish system to identify demand
Different providers use different systems

17. Option 4 – Wiltshire Council to coordinate and promote informal adult learning opportunities offered across the county.

Currently, every provider publishes their own prospectus and promotes their activities independently. With the support of education providers, it may be possible to collate this information to provide a single compendium of informal adult education in Wiltshire, both residential and non-residential. Such a publication (available on-line) could not only serve to improve access to informal adult education but may also encourage more education providers who would be able to promote their activities in a cost-effective way.

For:

Single source of information for participants
Joint promotion may increase take-up
Providers able to reach more people
Low cost to providers

Against:

Initial development costs
Difficulty in linking to providers' systems
Willingness of providers to contribute

What do you think?

18. The area board is invited to comment upon the options presented above.
19. The area board is invited to indicate which of the options it would wish to recommend to cabinet.

Next Steps

20. A questionnaire survey is available for completion by service users and members of the public.
21. The cabinet will receive a report in September 2012 on the outcome of the survey, together with the responses from area boards which will inform its decision on the council's strategy for informal adult education.

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Unpublished documents relied upon in the production of this report: None