

## AGENDA

**Meeting:** TIDWORTH AREA BOARD  
**Place:** Wellington Academy, Tidworth Rd, Ludgershall, Andover, Hampshire,  
SP11 9RR  
**Date:** Monday 17 November 2014  
**Time:** 7.00 pm

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Including the Parishes of Chute, Chute Forest, Collingbourne Ducis, Collingbourne Kingston, Enford, Everleigh, Fittleton, Ludgershall, Netheravon, Tidcombe and Fosbury, and Tidworth.

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

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

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

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Please direct any enquiries on this Agenda to Kevin Fielding (Democratic Services Officer), on 01249 706612 or email [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

or Mary Cullen (Tidworth Community Area Manager), 01722 434260 or email [mary.cullen@wiltshire.gov.uk](mailto:mary.cullen@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

Chris Williams (**Chairman**)

Mark Connolly (**Vice Chairman**)

Charles Howard

Ludgershall and Perham Down

Tidworth

The Collingbournes and Netheravon



	<b>Time</b>
<p>1     <b>Chairman's Welcome, Introductions and Announcements</b></p> <p>Chairman's Announcements:</p> <ul style="list-style-type: none"> <li>• Wiltshire's Car Parking Review.</li> <li>• Youth Area Board Meeting.</li> <li>• Army Rebasing</li> </ul>	7:00pm
2 <b>Apologies for Absence</b>	
3 <b>Declarations of Interest</b>	
4 <b>Minutes</b>	
5 <b>Roll Out of Community-led model for positive activities for young people - Wendy Higginson, Community Youth Officer</b>	7:15pm
6 <b>Group Activities - Wendy Higginson, Community Youth Officer</b>	

7	<b>Local Youth Network (LYN) and Management Committee - recommendations</b> <i>(Pages 1 - 8)</i>	<b>7:55pm</b>
	<ul style="list-style-type: none"> <li>• That the Tidworth Area Board adopt the Leaders Guidance for Positive Activities and Terms of Reference for Local Youth Networks (LYNs) and commence work on establishing a LYN.</li> <li>• That the Tidworth Area Board note the budget for the remainder of the financial year 2014/15 of £10,985.83.</li> <li>• That the Tidworth Area Board approve a motion that the Community Area Manager, in consultation with the Community Youth Officer and Chairman of Tidworth Area Board, may authorise expenditure in support of positive activities for young people of up to £1,000 per project between Area Board meetings. A report explaining such decisions and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of the Area Board.</li> <li>• That the Tidworth Area Board approves authority be delegated to the Community Area Manager to manage a budget of up to £500 to cover expenditure related to the management of the LYN meetings and consultation activities with young people</li> </ul>	
8	<b>Question and Answers</b>	<b>8:00pm</b>
9	<b>Supporting the Voluntary Sector to deliver positive activities</b>	<b>8:10pm</b>
	Speakers from:	
	<ul style="list-style-type: none"> <li>• Develop.</li> <li>• Youth Action Wiltshire.</li> </ul>	
10	<b>Community Area Grants</b>	<b>8:30pm</b>
	To determine any applications for Community Area Grants.	
	Grant application packs for the Community Area Grants Scheme are available from the Community Area Manager or electronically at:	

<http://www.wiltshire.gov.uk/communityandliving/areaboards/areaboardscommunitygrantsscheme.htm>.

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| 11 | <b>Updates from Town and Parish Councils, the Police, the Army, NHS, TCAP and other Partners</b> | <b>8:40pm</b> |
|    | To receive any updates.  |               |
| 12 | <b>Date of Next Meeting, Evaluation and Close</b>  | <b>9:00pm</b> |
|    | The next meeting of the Tidworth Area Board will be on Monday 19 <sup>th</sup> January 2015.     |               |



## Wiltshire's Car Parking Review Chair's Announcement

### Introduction

Wiltshire Council is reviewing its car parking service and has completed a pre consultation assessment, which was undertaken in May and June of this year. It has also reviewed the evidence from the community workshops held in May. The findings of the pre-consultation exercises have been combined with parking data to form the basis of the next stage of the review.

The review focuses on car parking charges and management, with the potential use of new technologies and the future role of local communities. The review also covers other aspects such as parking standards, first hour free parking and other charging exemptions.

We are keen to hear the views of residents to help us shape the new strategy. The Council has made no decisions and would like to see how far you agree or disagree with the presented options, or alternatively suggest your own. Therefore, we have produced consultation documents which can be viewed at <http://consult.wiltshire.gov.uk/portal> (not available until the 27<sup>th</sup> October 2014). Hard copies of the background evidence will also be available at local libraries and the main council offices. The online questionnaire and one possible charging option will be available for viewing and completion from the 10<sup>th</sup> November.

The consultation will be open from 27th October 2014 to the 16th January 2015.

### How to respond

Our preferred method to receive comments is through completion of the on-line electronic questionnaire (please note that there is no requirement to register or log-in to the portal to respond to this pre-consultation exercise).

Paper copies of the questionnaire will also be available on request by phoning the below number

Your comments need to be submitted by **5pm on 16<sup>th</sup> January 2015**.

If you have any queries, please contact us using the details below or by telephone on 0300 456 0100.

Sustainable Transport Group  
Highways and Transport  
Wiltshire Council  
County Hall  
Bythesea Road  
Trowbridge  
Wiltshire  
BA14 8JN  
By email to: [transportplanning@wiltshire.gov.uk](mailto:transportplanning@wiltshire.gov.uk)





## **Army Basing Briefing for Amesbury, and Tidworth Area Boards - November 2014**

### **Background**

*The government's Army basing announcement in March 2103 advised of approximately 4,300 extra troops moving to Wiltshire, who will be accompanied by their families, bringing the total number of additional personnel to 7,600. These plans will require additional levels of infrastructure and services (education, leisure, transport, health and waste facilities) to be provided by Wiltshire Council.*

### **November 2014 Update**

- The Defence Infrastructure Organisation (DIO)'s Masterplan for development around Salisbury Plain has been finalised, which was noted by Wiltshire Council's Strategic Planning Committee (SPC) on 22 October 2014. Areas which required further work relating to water abstraction, sewage discharge and the impact on habitats caused by increased recreational use of the Plain, have been satisfactorily completed by DIO. Site specific and detailed issues will be fully addressed during consideration of the planning applications.
- The Master Plan will remain a critical background document, which will inform each application by defining the wider context and assessing the cumulative impacts, and so demonstrate in the broadest terms how and where development can, and cannot, take place. It follows that it will be a material consideration, providing contextual understanding and consistency for decision-making.
- In addition, the DIO is compiling an Infrastructure Delivery Plan (IDP) which will set out the range of community infrastructure that will be provided by, or funded through financial contribution from, the MOD and the specific funding channels. It is hoped that this will be available for Wiltshire Council's review by mid-December 2014.
- DIO's consultants have provided an indicative schedule for all the planning applications relating to development within the military camps. Some 18 applications are anticipated, 14 of which will be for "advanced" works that will get underway during the first half of 2015, thereby enabling the main development in the camps to proceed by 2016. The first application is for the provision of four Junior Rates Single living Accommodation blocks at Perham Down. Development is scheduled to continue until 2019. Service Family Accommodation is due to be provided by mid-2018 to allow relocation of the final Army units currently based in Germany.
- In the meantime, Wiltshire Council continues to facilitate good liaison between Wiltshire schools and the Army. A workshop entitled "Aspiring to Achieve the Best Educational Outcomes for Service Children" was held in Tidworth Garrison Theatre on 4 November to share ideas and best practice for achieving the best education for Wiltshire service children. The Wiltshire Council-run event was attended by more than 20 local schools alongside representatives from Germany and Cyprus schools, the MOD, educational providers, Wiltshire Council officers and military staff. A head and deputy from Episkopi Primary School, Cyprus, rated outstanding by Ofsted, shared their expertise working with pupils from military backgrounds and what can be done to best support them while they are at school.
- Good working relationships between the various health care commissioners, the Army and Defence Primary Health Care services continue to be fostered. Information on military relocations and health facility demands are being exchanged and planning is in progress.
- Wiltshire Council continues to address the range of additional facilities and services required to meet the needs of the additional troops and their families.

*(Briefed in September - but repeated for reference if required)*

**Location and Number of Additional Personnel Arising from Army Basing**

<i>Location</i>	<i>SLA Pop</i>	<i>SFA Population</i>			<i>Total</i>
		<i>Military</i>	<i>Spouses</i>	<i>Children</i>	
<i>Larkhill</i>	<i>1,513</i>	<i>540</i>	<i>540</i>	<i>982</i>	<i>3,575</i>
<i>Bulford</i>	<i>494</i>	<i>241</i>	<i>241</i>	<i>427</i>	<i>1,403</i>
<i>Tidworth and Ludgershall</i>	<i>836</i>	<i>400</i>	<i>400</i>	<i>725</i>	<i>2,361</i>
<i>Upavon</i>	<i>254</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>254</i>
<b><i>Total</i></b>	<b><i>3,097</i></b>	<b><i>1,181</i></b>	<b><i>1,181</i></b>	<b><i>2,134</i></b>	<b><i>7,593</i></b>

# MINUTES

**Meeting:** TIDWORTH AREA BOARD  
**Place:** Ludgershall Memorial Hall, Andover Road, Hampshire, SP11 9LZ  
**Date:** 22 September 2014  
**Start Time:** 6.00 pm  
**Finish Time:** 6.50 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer), Tel: 01249 706612 or (e-mail) [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Chris Williams, Cllr Mark Connolly, Cllr Charles Howard and Cllr Jerry Kunkler

### **Wiltshire Council Officers**

Mary Cullen - Community Area Manager (CAM)  
Kevin Fielding – Democratic Services Officer  
Maggie Rae - Director of Public Health  
Sharon Smith – Communications Officer

### **Town and Parish Councillors**

Tidworth Town Council – Humph Jones, Ann Birch and Corby Kemp  
Ludgershall Town Council – Owen White & Janet White  
Collingbourne Ducis Parish Council – Keith Cockerton & David Peters  
Everleigh Parish Council – Denis Bottomley  
Netheravon Parish Council – Ian Blair-Pulling

### **Partners**

Wiltshire Police – Insp Christian Lange  
Police & Crime Commissioners Office – Kieran Kilgallen  
Tidworth Garrison – Col James Denny  
Tidworth Community Area Partnership – Tony Pickernell  
Youth Services – Wendy Higginson  
Extended Services – Julie Tremlin

**Total in attendance: 100**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's welcome to Community Health Fair/Area Board Meeting</u></p> <p>The Chairman welcomed everyone to the Ludgershall Memorial Hall for the Tidworth Area Board.</p> <p>The Chairman thanked Mary Cullen – Community Area Manager, Sharon Smith – Communications Team, Wiltshire Council and Tony Pickernell – Tidworth Community Area Partnership for their hard work in organising the preceding Health Fair and to everybody who had attended this event.</p> <p>The Chairman introduced Cllr Jerry Kunkler, who was substituting for Cllr Charles Howard due to a declaration of interest.</p>
2	<p><u>Chairman's Announcements</u></p> <p>The following Chairman's announcements contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> <li>• Changes to the Electoral Registration System.</li> <li>• New Fire Fighters needed in Ludgershall.</li> <li>• Army Rebasing.</li> <li>• Positive Activities for Young People.</li> </ul>
3	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Elizabeth O'Connell – Tidworth Town Council and Anthony D'Arcy-Irvine – Enford Parish Council.</p>
4	<p><u>Declarations of Interest</u></p> <p>Cllr Charles Howard – agenda item 7ii, Parochial church council, St Mary's Church clock restoration, Collingbourne Kingston.</p>
5	<p><u>Minutes</u></p> <p><b>Decision</b></p>

	<ul style="list-style-type: none"> <li>• The minutes of the meeting held on the 21 July 2014 were signed off as a correct record.</li> <li>• Matters Arising - there were none.</li> </ul>
6	<p><u>Community Area Grants</u></p> <p>The Area Board members considered two Community Area Grant Applications and one member led application:</p> <p><b>Decision</b>  <b>Collingbourne Cricket Club awarded £1000 for all weather covers.</b></p> <p><b>Reason</b>  <i>The application demonstrates a link to the Tidworth Community Area Plan, 2013-23, under the Culture and Leisure section in that it enables a successful sports club to continue to provide facilities and expand opportunities for residents of all ages from Tidworth, Ludgershall, Everleigh and the Collingbournes.</i></p> <p><b>Decision</b>  <b>Collingbourne Kingston Parochial church council awarded £2,093 For St Mary’s Church clock restoration.</b></p> <p><b>Reason</b>  <i>The application demonstrates a link to the Tidworth Community Area Plan 2013 – 2023 under the Housing and Built Environment and Culture and Leisure themes in that it:- improves an existing community facility used by most of the local population.</i></p> <p><b>Decision</b>  <b>Member led application (Cllr Mark Connolly) awarded £5,000 for a Community Playworker.</b></p> <p><b>Reason</b>  <i>The project demonstrates a link to the Tidworth Community Area Plan and local under the Children and Young people’s theme and as provision of play opportunities for children aged 3-11 yrs was a priority from the Joint Strategic Assessment event held recently at Wellington Academy.</i></p> <p><b>Note:</b></p> <p><i>That Cllr Jerry Kunkler – Pewsey, substituted for Cllr Charles Howard due to a declaration of interest. (agenda item 7ii, Parochial church council, St Mary’s Church clock restoration, Collingbourne Kingston).</i></p>

7	<p><u>Better Care Plan</u></p> <p>Maggie Rae - Director of Public Health, Wiltshire Council introduced a short film on the Better Care Plan which was followed by questions and answers from the floor.</p> <p>Questions raised included:</p> <p>Can you expand on what are Telecare/Telehealth Services?  a.This is a system using six hubs where blood pressure etc could be monitored remotely, without the patient having to travel to hospital.</p> <p>Would it be possible for the Towns and Parish councils have a copy of the Better Care Plan film to show in their areas?  a.Yes, the film would be available on the Wiltshire Council web site.</p> <p>Would there still be cross border working?  a.Yes, this would continue.</p> <p>Mental Health appears to be the poor relation when it comes to health funding, would it receive an increase in funding?  a.There would be no new money for mental health, it was however being looked at under the new Mental Health &amp; Wellbeing Strategy.</p> <p>The Chairman thanked Maggie Rae and the representatives of the Clinical Commissioning Group for attending the meeting.</p>
8	<p><u>Updates from Town and Parish Councils, the Police, the Army, NHS, TCAP and other Partners</u></p> <p>Tidworth Garrison – Col James Denny  Points made included:</p> <ul style="list-style-type: none"> <li>• Army 20/20 – Planning meetings were now ongoing.</li> </ul> <p>Tidworth Community Area Partnership – Tony Pickernell  Points made included:</p> <ul style="list-style-type: none"> <li>• The TCAP Dementia group had now had its second meeting, with plans to set up a regular coffee morning in Ludgershall.</li> <li>• Tony Pickernell and Mary Cullen had both attended the Memory group.</li> <li>• Tony Pickernell recently attended the Health Watch meeting in Devizes.</li> <li>• TCAP were looking to fund a “First Responders” car, and would be talking to the Area Board to discuss possible funding.</li> </ul>

	<ul style="list-style-type: none"> <li>• A reminder to get any nominations submitted for the Area Awards.</li> </ul> <p>Ludgershall Town Council – Owen White Points made included:</p> <ul style="list-style-type: none"> <li>• Ludgershall Town Council was liaising with the Wellington Academy to produce a “You are here” map for the town centre car park as part of a tourism strategy.</li> <li>• Ludgershall Town Council had vacancy for an administrative assistant at the Town Council offices.</li> </ul> <p>Tidworth Town Council – Corey Kemp Points made included:</p> <ul style="list-style-type: none"> <li>• That Clare Perry MP would be in Tidworth on Friday 10 October to hold a surgery.</li> </ul> <p>Wiltshire Police – Inspector Christian Lange The written update was noted.</p> <p>Youth Service – Wendy Higginson The written update was noted.</p> <p>The Chairman thanked everybody for their updates.</p>
9	<p><u>Community Area Transport Group (CAT-G) - update</u></p> <p>Update by Cllr Mark Connolly.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That Hampshire County Council were to change HGV signage around the Collingbournes, (A342).</li> <li>• That HGVs from the Andover Coop warehouse were not allowed to use the A342. In about three years the new link road in Tidworth would also open. This would mean all HGVs would be re-routed from the A342/A346 to the A338 either via the A303 or A3026 to the A338, through the Collingbourne Ducis Church bends.</li> </ul> <p>The CATG had, therefore, recommended a survey at the Collingbourne</p>

	<p>Ducis Church bends to assess the likely impact of the diverted HGVs to this area and to seek resolution to potential problems. The survey should also seek to see if HGVs could be directed via Leckford Cross to the A342/A346 junction, thus missing the Church bends.</p> <p>The survey would cost around £8000.</p> <p>A number of questions were taken from the floor about the suitability of the Church bends being used for the diverted HGVs and speeding through the village.</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Tidworth Area Board allocates £8,000 from the CAT-G budget to fund a survey to see if HGVs could be directed via Leckford Cross to the A342/A346 junction, thus missing the Church bends.</b></li> </ul>
10	<p><u>Date of Next Meeting and Close</u></p> <p>The next meeting of the Tidworth Area Board will be held on Monday 17<sup>th</sup> November 2014 at the Phoenix Hall, Netheravon.</p>



## Leaders Guidance for Community Area Boards on Positive Activities for Young People

September 2014

### 1. Context

Wiltshire Council has adopted a community-led model for the provision of positive activities for young people. By delegating responsibility and resources to Community Area Boards for youth activities, the council is committed to supporting young people and their communities to come together to develop a responsive and locally driven positive activities offer for young people. This means the positive activities offer will develop differently in each of the 18 Community Area Board areas to reflect local needs.

#### **Definition of Positive Activities**

*A positive activity can be any educational or recreational leisure-time activity that is arts, sports, leisure, informal education and community based which helps young people achieve healthy and safe lifestyle outcomes.*

Positive activities are for young people aged 13-19 (up to 25 years of age for young people with special educational needs and/or disabilities) and may include activities and support which:

- Helps young people connect with their communities, enabling them to belong and contribute to society e.g. through volunteering
- Provides opportunities for young people to take part in a range of sports, arts, music and other activities where they can socialise safely with their peers and develop relationships, including with adults they can trust
- Encourage young people's personal and social development
- Improve young people's physical and mental health and emotional well-being
- Help young people to achieve in education, work or training
- Prevent and divert young people away from risky behaviours e.g. teenage pregnancy, substance misuse and involvement in crime and anti-social behaviour

### 2. Legal Framework

#### The Education Act 1996

S507B of the Education Act requires Council's, so far as reasonably practicable, to secure for qualifying young persons (aged 13-19 in the local area<sup>1</sup>) access to sufficient positive leisure-time activities which improve their well-being, and sufficient facilities for such activities. With an annual budget for positive activities for young people and enabling support from Wiltshire Council Children's Services, this responsibility has been delegated to Community Area Boards.

#### The Equality Act 2010

Community Area Boards are required to comply with the Public Sector Equality Duty under S149 of the Equality Act 2010. Community Area Board members must consider the equality issues and impact of proposals as part of the decision-making process. This requires the council to have regard to the need to:

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<sup>1</sup> Up to 25 years of age for young people with special educational needs and/or disabilities

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act,
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

The Duty is in relation to protected characteristic groups and has to be applied in the delivery of Wiltshire Council services and in the employment of its staff. The relevant protected characteristics include age, disability, gender reassignment, marital and civil partnership, pregnancy and maternity, race (including colour, and nationality, ethnic or national origins), religion and belief, sex, and sexual orientation.

### Wiltshire Council Constitution

Area Boards are required operate in accordance with Wiltshire Council's Constitution. In particular, it states Area Boards will allocate their delegated funds in accordance with this guidance issued by the Leader and that they must operate in accordance with the council's budget and policy framework and in accordance with the requirements of the Constitution. Area Boards must comply with the statutory equality and safeguarding duties as well as the council's rules on contracts and procurement (Part 11) and the Code of Conduct (Part 13) and the objectives set out below.

### **3. Objectives**

- Create, develop and maintain a sustainable Local Youth Network (LYN) as a sub group of the Area Board in accordance with attached terms of reference;
- Identify, plan and make available a broad offer of positive activities for young people in their area, taking into account the needs and views of young people, and priorities identified within the local Joint Strategic Assessment;
- Secure young people's participation and direct involvement in all stages of the decision making process about the needs, outcomes, priorities and options that form the basis of the offer;
- Identify and secure suitable, safe providers and/or projects/programmes to deliver positive activities, making the best use of local resources;
- Comply with the statutory duties outlined in section 2 and demonstrate compliance through monitoring and evaluation evidence;
- Promote the local positive activities offer effectively, in a way which maximises young people's participation and involvement;
- Promote improved partnership working between organisations and groups working with young people, and develop links with other Local Youth Networks and services for young people;
- Encourage volunteering and community involvement in the development and delivery of positive activities;
- Maintain effective communication with all members of the Local Youth Network to keep them informed and involved;
- Comply with any special requirements asked for by external/alternative funders.

### **4. Priorities**

- Ensure that access to a broad range of safe positive activities is open to all young people regardless of their circumstances or needs;
- Ensure that young people are directly involved in the design, development, delivery and review of local provision. To include representation on the Local Youth Network and identification of needs and priorities;
- Ensure that the needs of the most vulnerable and disadvantaged young people are made a high priority;
- Ensure that the positive activities offer reflects the needs of young people and the wider community, enabling them to pursue and progress in their areas of interest.

## **5. Financial requirements**

A budget for positive activities for young people will be allocated annually to Community Area Boards using the locally agreed Area Board Funding Formula based on the population of 13-19 year olds (using Office for National Statistics mid-year population estimates). This will ensure that funding is allocated equitably across community areas according to local needs.

The funding is revenue based and must be used for the provision of positive activities for young people, targeted at the 13-19 age range (up to 25 years of age for young people with special educational needs and/or disabilities). The funding is ring-fenced for these purposes only.

This funding is not to replace other local funding which is currently used to support services and activities for young people. Community Area Boards are required to use the positive activities for young people funding to complement and enhance other local resources, to secure an offer of positive activities which meets the needs of young people in their area.

Community Area Boards will be accountable for the budget, which will include regular financial reporting of spend and compliance with the council's budget and policy framework.

Budgets are allocated annually for use within year. Roll-over will not normally be permitted although funding that is committed to local positive activity provision but unspent at year end will be carried forward subject to the normal financial management arrangements.

## **6. Support**

Community Area Boards and their Local Youth Networks will be able to access a wide range of support to enable them to develop and deliver a needs-led and sustainable positive activities offer for young people. This consists of technical, professional and developmental support which is set out in the '*Positive Activities Toolkit for Community Area Boards*' and includes access to a Wiltshire Council employed Community Youth Officer.

## **7. Administration**

Administration should be kept to a minimum and shared by members of the Local Youth Network, utilising relevant expertise from the stakeholders involved. The operation of the Local Youth Network and associated support will be provided by the Community Youth Officer with assistance from the Community Area Manager / Community Engagement Officer.

## **8. Wiltshire Council expectations of Community Area Boards and Local Youth Networks**

Monitoring and evaluation requirements:

- Put into place monitoring and evaluation arrangements with providers of positive activities to ensure good quality services and that young people's needs are being met;
- Monitor and evaluate the impact and outcomes of the overall local positive activities offer on an annual basis, to include service user feedback;
- Provide Wiltshire Council Children's Services with regular information on the activity in the area so that a database of activity across the authority can be held centrally;
- Provide a breakdown of how funds are spent;
- Provide evidence that equality impacts and due regard to the Public Sector Equality Duty have been considered as part of the decision making process;

- Provide evidence that young people have participated and been involved in decision making processes to develop the positive activities offer, and that their views have been taken into account.
- Keep a record of actions agreed in accordance with Wiltshire Council regulations; to ensure that recommendations made to the Community Area Board and the decision making process are open and transparent.
- Provide evidence that the recommendations of Local Youth Network have been taken into account.
- Share best practice with other Community Area Boards and Local Youth Networks across the county.

### Policies and Procedures

Community Area Boards are required to adhere to Wiltshire Council policies and procedures. It is particularly important that Community Area Boards ensure they understand and are compliant with the equality of opportunity and safeguarding policies. Safeguarding guidance has been developed for Community Area Boards in respect of positive activities for young people and this will need to be adhered to at all times.

## **9. Quality and Standards Framework**

Wiltshire Council has developed a quality and standards framework for positive activities for young people. Community Area Boards, its suppliers of positive activities for young people and Local Youth Networks are expected to adhere to this framework. This is included in the *'Positive Activities Toolkit for Community Area Boards'*.

## **10. Decision-making process**

Community Area Boards will make decisions at public meetings on how funding should be deployed to ensure that decision making is open and transparent.

The decision making process must:

- Take into account recommendations, advice and guidance from the Local Youth Network;
- Evidence that young people have participated and been directly involved in the decision making process and that their needs and views have been taken into account;
- Take into account and ensure compliance with the statutory duties outlined in Section 2 of this guidance;
- Demonstrate that safeguarding and quality assurance standards have been met;
- Ensure that impact assessment will form a condition of any funding and/or procurement decision so that the effectiveness of positive activities may be monitored.

Community Area Boards should implement their decision making powers in accordance with the *'Positive Activities Toolkit for Community Area Boards'*.

## **11. Review**

This guidance is subject to change and may be reviewed by the Leader at any time.

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

September 2014

## 1. Purpose

### Definition of a Local Youth Network

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

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

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

## 2. Membership

The LYN may include representatives of:

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

All representatives must be subject to appropriate safeguarding requirements.

### The participation and involvement of young people

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

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

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

## **Roles of all members of the LYN**

All members will be required to:

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

### **3. Structure and operation**

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

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

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

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

The management group will be supported by:

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

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

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

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

Key responsibilities for the management group include:

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

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

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

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

#### **4. Media Relations**

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

#### **5. Review**

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





# Agenda Item 5-7

Subject	A community-led model for youth activities
Officer contact details	Steve Milton

## Introduction:

In May 2014 Cabinet agreed to adopt a community-led model for the provision of positive activities for young people. By delegating responsibility and resources to Community Area Boards for youth activities, Wiltshire Council is committed to supporting young people and their communities to come together to develop a responsive and locally driven positive activities offer for young people.

The community-led model will commence on 1 October 2014 and means the positive activities offer will develop differently in each of the 18 Community Area Board areas to reflect local needs. A positive activity can be any educational or recreational leisure-time activity that is arts, sports, leisure, informal education and community based which helps young people achieve healthy and safe lifestyle outcomes.

Area Boards will ensure that positive activity provision is inclusive and takes into account the needs of all vulnerable groups.

Each Area Board has delegated authority, a devolved budget and its dedicated Community Youth Officer (CYO) to support the implementation of the new model in its area. The CYO will be accountable to the Area Board for the delivery of agreed local priorities and the Area Board will be the responsible body for youth activities at a local level.

Each Area Board will establish and maintain a Local Youth Network (LYN), to understand local needs and make recommendations to the Area Board on how funding for positive activities should be deployed. The LYN will be an open network of organisations in the area that have an interest or involvement in the provision of positive activities for young people. The LYN will be supported by a smaller coordination group facilitated by the Community Youth Officer.

## Proposal:

- That the Tidworth Area Board adopt the Leaders Guidance for Positive Activities and Terms of Reference for Local Youth Networks (LYNs) and commence work on establishing a LYN.
- That the Tidworth Area Board note the budget for the remainder of the financial year 2014/15 of £10,985.83
- That the Tidworth Area Board approve a motion that the Community Area Manager, in consultation with the Community Youth Officer and Chairman of Tidworth Area Board, may authorise expenditure in support of positive activities for young people of

- up to £1,000 per project between Area Board meetings. A report explaining such decision and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of the Area Board.
- That the Tidworth Area Board approves authority be delegated to the Community Area Manager to manage a budget of up to £500 to cover expenditure related to the management of the LYN meetings and consultation activities with young people





<b>Report to</b>	<b>Tidworth Area Board</b>
<b>Date of Meeting</b>	<b>17<sup>th</sup> November 2014</b>
<b>Title of Report</b>	<b>Area Board Funding</b>

**Purpose of Report:**

**To consider one Community Area Grant Application**

- **St James Ludgershall and Faberstown, Parochial Church Council – Acoustic enhancement to community hall - £1934.76**

**To consider two member led applications**

- **Cllr Charles Howard, Everleigh Playground equipment - £966.89**
- **Cllr Mark Connolly, TCAP second Tranche funding - £3000**

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet Member. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2014/2015.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria 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 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.
- 1.4. The area board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work.
- 1.5. Tidworth Area Board has been allocated a 2014/15 budget of **£38,300.43 Capital and £6,759 revenue**. In 2014/15 only capital funding is available for community area and digital literacy grants. Community partnership core funding, area board operational funding and some small project support can be paid from the revenue budget as it allows.
- 1.6. In addition to CAGs and digital literacy 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.
- 1.7. In support of the Olympic and Paralympics legacy, in 2014/15 the Tidworth area board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.8. 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 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.
- 1.9. There is a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. The application process and

funding criteria can be found online on the Wiltshire Council website.

- 1.10. Area boards will not consider 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.
- 1.11. The decision to support applications is made by Wiltshire councillors on the area board.
- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.13. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to their area board [blog site](#). Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

<b>Background documents used in the preparation of this report</b>	Area Board Criteria and Guidance
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## 2. Main Considerations

Tidworth Area Board has been allocated a 2014/15 budget of **£38,300.43 Capital** that may be allocated through Community Area Grants and Digital Literacy Grants, **£6,759 Revenue** that can include core funding for the CAP. There is further funding for Community Area Transport Group priorities.

- 2.1. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.2. Councillors will need to be satisfied that grants awarded in 2014/15 are made to projects that can realistically proceed within a year of the award being made.
- 2.3. There are six funding rounds during 2014/15. Deadlines for receipt of funding applications are **6 weeks before** the next area boards on

- 19<sup>th</sup> Jan 2015
- 9<sup>th</sup> March 2015

2.4. The Community Area Manager has delegated authority to authorise grant payments up to £500 between area boards where a project needs to be funded urgently. This will be in consultation with and agreement of the Chair and Vice-Chair of the board, all projects must meet the community grants criteria and be ratified at the next meeting of the area board.

### 3. Environmental & Community Implications

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

### 4. Financial Implications

4.1. Awards must fall within the Area Boards budget allocated to the Tidworth Area Board.

4.2. Following the area board meeting in September 2014 the area board had a balance of **£24,639.43 Capital and £1,813 Revenue. However £1,946 revenue was used to support the summer activities programme in May 2014 and can now be reclaimed from the youth initiatives budget, leaving a revenue balance of £3,759**

4.3. If grants are awarded in accordance with officer recommendations at this meeting, Tidworth area board will have a balance of **£21,737.78 Capital and £759 Revenue.**

### 5. Legal Implications

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

### 6. HR Implications

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

### 7. Equality and Inclusion Implications

7.1. Community Area Grants and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

7.2. Implications relating to individual grant applications will be outlined in



section 8, “Officer Recommendations” of the funding report.

## 8. Officer Recommendations

### 8.1

Ref	Applicant	Project proposal	Funding requested
	<b>St James’ Ludgershall and Faberstown, Parochial Church Council</b>	<b>Acoustic enhancements to St James’ church community hall</b>	<b>£1934.76</b>

8.1.1 St James Ludgershall and Faberstown, Parochial Church Council is applying for the sum of £1934.76 for acoustic enhancements to St James’ church community hall

8.1.2 This application meets the 2014/15 grant criteria. This is a capital project, the organisation applying is a not for profit community organisation, match funding has been secured and the project will have community benefit.

8.1.3 The application demonstrates a link to the Tidworth Community Area Plan 2013 – 2023 under the Housing and Built Environment Theme In that it:-  
- improves an existing community facility used by most of the local population.

8.1.4 The Project is to improve the acoustic properties of St James’ Church hall, a well used community facility.

8.1.5 The church community hall was built as part of development of the old church school grounds in St James Street. A light and airy hall replaced portakabin-style rooms and delighted the wider Ludgershall community with its pleasant atmosphere and outlook.

8.1.6 Experience with the facility however, has shown that its acoustic properties need improvement if it is to be enjoyed by everyone. A wide range of options have been explored, acoustic tests carried out, and an optimum permanent solution selected and approved by the PCC. This involves the fixing of forty eight large acoustic tiles in a specific pattern around the hall.

8.1.7 All users of the facility will benefit from the near-elimination of the sound echoes which pervade most events held there. The use of the hall will become tenable for many older townfolk, those with hearing difficulties and those in charge at children’s events.

8.1.8 The project further links to delivery of JSA priorities:-

- Health and Social Care - Dementia support group clients will enjoy a less confusing environment.
- Education - Realising potential and achieving life skills e.g. Computer training for all ages, utilising the new Web facility in the Hall when the Town Council service is unavailable.
- Children and Young People - Thematic Groups Support; Pre-school mother and toddler, mother and baby etc
- Culture and Leisure - Town and Parish Community Events and Activities; Events such as coffee mornings, U3A talks, concerts, art classes, heritage lectures, club and church activities will all be enriched by the modifications which will remove the impediment of the echo chamber effect.

8.2.7 The total project cost is £3869.52. The church council will contribute £1934.76 from its own reserves and fundraising, leaving a shortfall of £1934.76 which is the amount applied for to the area board.

## 8.2

Ref	Sponsored	Project proposal	Funding requested
	<b>Cllr Mark Connolly</b>	<b>TCAP second Tranche funding</b>	<b>£3000</b>

8.2.1 This is a member project sponsored by Cllr Mark Connolly, to be paid from the 2014/15 revenue budget.

8.2.2 The project is to provide Tidworth Community Area Partnership with the second tranche of it's funding from the area board for the financial year 2014/15. This will enable TCAP to continue to operate effectively and to support the work of the area board.

8.2.3 The work of the community area partnership is important to the development of the community area. The partnership develops the community plan for the area, engages all local partners, develops community events and activities and supports the work of the area board.

8.2.4 The local community will benefit from actions taken by the partnership to deliver the community plan and work on JSA priorities for the area.

8.2.5 The partnership has provided an account of its activities and actions over the past year which includes support to deliver the area board/health fair and set up the dementia group and memory café for our area.

8.2.6 The value of the second tranche of funding is £3000.

8.2.7 The board is asked to support this application.

Ref	Sponsored	Project proposal	Funding requested
	<b>Cllr Charles Howard</b>	<b>Everleigh Playground equipment</b>	<b>£966.89</b>

8.3.1 This is a member project sponsored by Cllr Charles Howard, to be paid from the 2014/15 Capital budget.

8.3.2 The project is to support Everleigh parish with funding to facilitate the completion of their childrens' playground.

8.3.3 The project is to provide a slide in the playground, the bulk of the funding having been secured.

8.3.4 The local community will benefit from completion of the playground which will also be of benefit to visiting children and families and new families coming into to the area in future.

8.3.8 The parish council will take on responsibility for ongoing repair and maintenance of the facility and has confirmed that all policies and procedures are in place for the safe use of the facility.

8.3.9 The total project cost is £5379.38, the parish council is contributing £966.89 from its reserves, and £3445.60 has been secured from a Landfill grant leaving a shortfall of £966.89 which is the amount applied for to the area board.

<b>Appendices</b>	<b>Appendix 1- St James Ludgershall and Faberstown, Parochial Church Council- £1934.76</b> <b>Appendix 2- member project TCAP £3,000</b> <b>Appendix 3- member project, Everleigh playground £966.89</b>
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

<b>Report Author</b>	Mary Cullen, Community Area Manager Tel: 01722 434260 Mobile: 07709245496 E-mail: mary.cullen@wiltshire.gov.uk
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## Area Board Projects and Councillor Led Initiatives Application Form 2014/2015

**To be completed by the Wiltshire Councillor leading on the project**

Please ensure that you have read the Funding Criteria before completing this form

**PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED**

### 1. Contact Details

<b>Area Board Name</b>	Tidworth		
<b>Your Name</b>	Cllr Charles Howard		
<b>Contact number</b>		<b>e-mail</b>	Charles.howard@wiltshire.gov.uk

### 2. The project

<b>Project Title/Name</b>	Everleigh Playground support		
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>	<p><i>This is a member project sponsored by Cllr Charles Howard , to be paid from the 2014/15 Capital budget.</i></p> <p><i>The project is to support Everleigh parish with funding to facilitate the completion of their childrens' playground.</i></p> <p><i>The projecty is to provide a slide in the playground, the bulk of the funding having been secured.The local community will benefit from completion of the playground which will also be of benefit to visiting children and families and new families coming into to the area in future.</i></p> <p><i>The parish council will take on responsibility for ongoing repair and maintenance of the facility and has confirmed that all policies and procedures are in place for the safe use of the facility.</i></p> <p><i>The total project cost is £5379.38, the parish council is contributing £966.89 from its reserves, £3445.60 has been secured from a Landfill grant leaving a shortfall of £966.89</i></p>		
<b>Where is this project taking place?</b>	Everleigh		
<b>When will the project take place?</b>	2014/15		
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	The parish is small and the precept has already been raised. The parish is unable to compete the project without support from the area board.		

<b>How will the local community benefit?</b>	The local community, parents and children will benefit from the enhanced facilities. Visiting families will also benefit as well as any new families moving into the area.		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)	The provision of play opportunities and facilities for children aged 3-11, JSA		
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)	as above		
<b>What is the desired outcome/s of this project?</b> completion of playground enhancements			
<b>Who will be responsible for managing this project?</b> Everleigh parish council			
<b>3. Funding</b>			
<b>What will be the total cost of the project?</b>	£ 5379.38		
<b>How much funding are you applying for?</b>	£ 966.89		
<b>If you are expecting to receive any other funding for your project, please give details</b>	<b>Source of Funding</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
	Parish Council		966.89
	Grant		3445.60
<b>Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to.</b> (N.B. We cannot pay money into an individual's bank account)	parish council		
<b>4. Declaration – I confirm that...</b>			
<input checked="" type="checkbox"/> <b>The information on this form is correct and that any grant received will be spent on the activities specified</b>  <input checked="" type="checkbox"/> <b>Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application</b>			
<b>Name:</b> Charles Howard			<b>Date:</b> 17/11/14
<b>Position in organisation:</b> Tidworth Area Bo			
<b>Please return your completed application to the appropriate Area Board Locality Team (<a href="#">see section 3</a>)</b>			

# Area Board Projects and Councillor Led Initiatives Application Form 2014/2015

**To be completed by the Wiltshire Councillor leading on the project**

Please ensure that you have read the Funding Criteria before completing this form

**PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED**

**1. Contact Details**

<b>Area Board Name</b>	Tidworth		
<b>Your Name</b>	Cllr Mark Connolly		
<b>Contact number</b>		<b>e-mail</b>	mark.connolly@wiltshire.gov.uk

**2. The project**

<b>Project Title/Name</b>	TCAP second Tranche funding 2014/15
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>	<p><i>This is a member project sponsored by Cllr Mark Connolly, to be paid from the 2014/15 revenue budget.</i></p> <p><i>The project is to provide Tidworth Community Area Partnership with the second tranche of it's funding from the area board for the financial year 2014/15. This will enable TCAP to continue to operate effectively and to support the work of the area board.</i></p> <p><i>The work of the community area partnership is important to the development of the community area. The partnership develops the community plan for the area, engages all local partners, develops community events and activities and supports the work of the area board.</i></p> <p><i>The local community will benefit from actions taken by the partnership to deliver the community plan for the area.</i></p>

<b>Where is this project taking place?</b>	Tidworth
<b>When will the project take place?</b>	2014/15
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	

<b>How will the local community benefit?</b>	<p>The local community will benefit from the partnership carrying out actions on agreed priorities ,through it's thematic groups.</p> <p>The local community will benefit by the work of the TCAP co-ordinator, to bring communities together, host events and activities and engag with town and parish council's.</p>		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)	all issues are addressed by the partnership in conjunctionw the area board.		
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)	Tidworth Community Area Partnership develops the community plan and JSA		
<b>What is the desired outcome/s of this project?</b> Delivery of key elements of the communityplan, an engaged community, links with town and parish councils			
<b>Who will be responsible for managing this project?</b> TCAP co-ordinator and TCAP Chairman.			
<b>3. Funding</b>			
<b>What will be the total cost of the project?</b>	£ 6,000		
<b>How much funding are you applying for?</b>	£ 3,000 second tranche		
<b>If you are expecting to receive any other funding for your project, please give details</b>	<b>Source of Funding</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
<b>Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to.</b> (N.B. We cannot pay money into an individual's bank account)	TCAP		
<b>4. Declaration – I confirm that...</b>			
<input checked="" type="checkbox"/> <b>The information on this form is correct and that any grant received will be spent on the activities specified</b>  <input checked="" type="checkbox"/> <b>Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application</b>			
<b>Name:</b> Mark Connolly			<b>Date:</b> 17/11/14
<b>Position in organisation:</b> Vice Chairman Tidworth Area Bo			
<b>Please return your completed application to the appropriate Area Board Locality Team <a href="#">(see section 3)</a></b>			



**Crime and Community Safety Briefing Paper**  
**Tidworth Community Area Board**  
**November 2014**



## 1. Neighbourhood Policing

**Sector Commander** – Inspector Christian Lange

**Team Sgt:** Andrea Faircloth

### **Tidworth Town**

Beat Manager – PC David Griffith

### **Ludgershall and Rural**

Beat Manager – PC Tim Bunt

PCSO – Maria Downham

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

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

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

## 3. Performance and Other Local Issues

I am delighted to be able to announce that on the 17<sup>th</sup> November 2014 we will see the start of the first Military Communities Policing Team for the South of the county. The team is made up of two Police Constables, PC Jeremy Batchelor and PC Ian Cooke who both bring a great deal of experience with them. It is hoped that the team will grow and will soon be supported by a number of special constables and other volunteers. The team will be able to use the RMP police station at Bulford as one of their bases and they will be managed by PS Andrea Faircloth who is in charge of Tidworth Police Station.

The crime levels in the Tidworth Community area continue to be relatively stable. Whilst the figures below indicate a rise in non-domestic burglaries over the past year, the last six months have seen improvements with fewer offences being reported. The overall trend continues to show a reduction in offending which reflects the national trend.

In the September update I mentioned that PC Tim Bunt had recently had some significant success in disrupting drug dealers in the Ludgershall area. Tim has continued with this work with further arrests having been made in the past month.

Christian Lange

Sector Commander for Amesbury and Tidworth

**CRIME & DETECTIONS (Oct 2013 to Oct 2014 compared to previous year)**

<b>EL Tidworth NPT</b>	<b>Crime</b>				<b>Detections*</b>	
	12 Months to October 2013	12 Months to October 2014	Volume Change	% Change	12 Months to October 2013	12 Months to October 2014
Victim Based Crime	571	544	-27	-4.7%	26%	20%
Domestic Burglary	9	12	+3	+33.3%	11%	0%
Non Domestic Burglary	57	67	+10	+17.5%	0%	0%
Vehicle Crime	53	58	+5	+9.4%	13%	2%
Criminal Damage & Arson	109	93	-16	-14.7%	27%	15%
Violence Against The Person	186	159	-27	-14.5%	42%	39%
ASB Incidents	386	347	-39	-10.1%		

\* Detections include both Sanction Detections and Local Resolutions



**Wiltshire  
Fire & Rescue  
Service**

## Briefing report for Tidworth Area Board



Wiltshire Fire & Rescue Service has grouped together neighbouring fire stations into station hubs, to work more effectively and efficiently, supporting each other to improve the service we provide.

### Responding to incidents:

Your Area Board's / Locality's communities immediate emergency response will be provided by staff at these stations and where necessary additional support from staff and specialist equipment from other stations.

### Prevention work:

Staff from other departments also provide the community with specialist services giving fire safety and road safety advice and interventions such as talks and visits.

### Protection work:

Specialist staff provide expert knowledge, give advice and undertake enforcement action working very closely with the planning authorities to keep communities safe from fire.

In an **emergency dial 999**, for other non urgent matters you can either visit our website: [www.wiltsfire.gov.uk](http://www.wiltsfire.gov.uk) or contact the following people:

	<u>Manager / Department</u>	<u>Telephone</u>	<u>email</u>
Operational matters	Station Manager - Jason Underwood, Amesbury, Pewsey, Ludgershall Station Hub	07515 191951	<a href="mailto:jason.underwood@wiltsfire.gov.uk">jason.underwood@wiltsfire.gov.uk</a>
Partnership and community engagement issues	Michael Franklin (Wiltshire Council Area)	07919 306037	<a href="mailto:mike.franklin@wiltsfire.gov.uk">mike.franklin@wiltsfire.gov.uk</a>
Home fire safety visits and for talks and visits	Community safety department	0800 389 7849	<a href="http://www.wiltsfire.gov.uk">www.wiltsfire.gov.uk</a> and then complete the on line request

### Combination with Dorset approved by Fire Authority

At a special meeting of Wiltshire and Swindon Combined Fire Authority on 11 November, members voted unanimously in favour of combining with neighbouring Dorset.

Dorset Fire Authority had already unanimously agreed to the move at a meeting held in Dorchester on 4 November.

A 13 week public consultation showed an overwhelming preference from residents, businesses and partners across both counties for combination, not just for financial reasons but also for efficiency and resilience.

Combination with Dorset was also the strong recommendation of Chief Fire Officer Simon Routh-Jones, as professional advisor to the Fire Authority, as it would enable the organisation to maintain a safe, strong and sustainable Fire & Rescue Service that sits in the heart of local communities.

Support for combination was subject to assurance in writing from the Department of Communities and Local Government for equalisation of the fire precept element of the council tax – thus ensuring that residents in Wiltshire, Swindon, Dorset, Bournemouth and Poole will all pay the same.

Work will now start to develop a Combination Order, which will need to be laid before Parliament. The intention is that a new Combined Fire Authority would come in to existence on 1 April 2016.

See [www.wiltshire.gov.uk/strengtheningourfrs](http://www.wiltshire.gov.uk/strengtheningourfrs) for the business case, consultation results and other supporting documents.

### **Campaign to mark national Road Safety Week**

Two Safe Drive Stay Alive presentations are being held in the coming days to correspond with National Road Safety Week (w/c 17 November). The theme of this year's national campaign, organised by the road safety charity Brake, is to 'look out for each other' on the roads.

The Safe Drive programme - which primarily targets Year 11 students across Wiltshire and Swindon - is very much focused on the behaviour of everyone in a vehicle, not just the driver. Our presentation is underpinned by a hard-hitting video, which sets out in graphic detail the consequences of irresponsible behaviour. It's far too easy to think that only drivers have to be careful when, actually, we all have to put safety first – whether we're a passenger, a cyclist or a pedestrian. It will be going to Wellington Academy in Tidworth on 19 November and shown to Army personnel during the first week in December.

## Candle safety

Candles have become a staple decoration in many homes, scenting our rooms and offering an atmospheric glow on cold winter nights. But it's important to remember that a candle is not just another piece of furniture. Left unattended, the open flame scenting your home could leave a trail of devastation. Over fifty fires are started by candles every day - make sure you do not join the statistic. Place your lit candles with extra care, away from curtains, pets and children and always remember to put them out when you leave the room, even for a moment.

## Warning given over portable heater safety

Wiltshire Fire & Rescue Service is supporting a national campaign by Fire Kills and Electrical Safety First to highlight the potential dangers of portable heaters.

Research by Electrical Safety First has found that 78% of people surveyed were worried about the rising costs of energy bills, and over half would use portable heaters as a way of keeping warm this winter.

However, the research also found that 38% would leave a heater switched on and unattended, and 21% would leave one switched on overnight.

Evidence from across the country shows that portable heaters pose a real fire risk if not used properly, with vulnerable, elderly people most in danger. We would urge anyone wanting to warm their home in this way to take particular care of the type of heater used and to follow our advice on staying safe.”

Top tips include:

- Never leave portable heaters unattended or keep them on when you go to sleep.
- Ensure that heaters are positioned well away from anything that could knock them over.
- Keep heaters at least a metre away from combustible materials, such as curtains, soft furnishings or paper.
- Never buy second-hand halogen heaters.
- Never power a halogen heater from an extension lead, as these can easily be overloaded and cause a fire.
- Regularly inspect your heaters and don't use anything that appears to have been damaged.
- Make sure you have working smoke alarms and test them regularly.

Some households will qualify for a free home fire safety check from Wiltshire Fire & Rescue Service. To find out more, call 0800 389 7849 or visit [www.wiltsfire.gov.uk](http://www.wiltsfire.gov.uk)

Electrical Safety First is a charity dedicated to reducing deaths, injury and damage caused by electricity. For more information, visit [www.electricalsafetyfirst.org.uk](http://www.electricalsafetyfirst.org.uk)

