

MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: The Cotswold Room - County Hall, Trowbridge BA14 8JN
Date: 17 July 2014
Start Time: 7.00 pm
Finish Time: 9.08 pm

Please direct any enquiries on these minutes to:

David Parkes (Democratic Services Officer), Tel: 01225 718220 or (e-mail)
david.parkes@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Nick Blakemore, Cllr Ernie Clark, Cllr John Knight, Cllr Stephen Oldrieve (Vice Chairman), Cllr Helen Osborn, Cllr Jeff Osborn, Cllr Graham Payne (Chairman) and Cllr Horace Prickett

Also present:

Cllr Keith Humphries

Wiltshire Council Officers

Rachel Efemey (Community Area Manager), Michael Hudson (Associate Director, Finance and Pension Fund Treasurer), Peter Binley (Head of Highways Asset Management and Commissioning) Bill Parks (Highways), Chris Clark (Highways), Mark Banks (Highways), Margaret Tipper (Community Governance) and Julie Anderson-Hill (Head of Transformational Change and Health Coordinator).

Town and Parish Councillors

Trowbridge Town Council – Mayor Glyn Bridges and Bob Brice
Southwick Parish Council – Stephen Carey

Partners

Wiltshire Police – Insp Chris Chammings,
Wiltshire Fire and Rescue Service – Mike Franklin
Trowbridge Community Area Future – Margaret Howard

Total in attendance: 46

| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u> |
|------------------------|---|
| 64 | <p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Graham Payne, welcomed everyone to the meeting of the Trowbridge Area Board</p> |
| 65 | <p><u>Apologies</u></p> <p>Apologies for absence were received from Cllr Dennis Drewett, TCAF, YAG and Corporate Director Dr Carlton Brand.</p> |
| 66 | <p><u>Minutes</u></p> <p>The minutes of the meeting held on 15 May 2014 were presented for consideration and it was,</p> <p>Resolved:</p> <p>To approve as a true and correct record and sign the minutes.</p> |
| 67 | <p><u>Declarations of Interest</u></p> <p>Councillors Graham Payne, Jeff Osborn, John Knight and Helen Osborn all declared general, non-pecuniary interests in Trowbridge Town Council issues due to being members of the Town Council.</p> |
| 68 | <p><u>Chairman's Announcements</u></p> <ul style="list-style-type: none"> i. Wiltshire Sports Awards - Nominate Your Sporting Hero ii. Community Infrastructure Levy (CIL) iii. Garden Waste Consultation – The Chairman urged public participation on this issue. iv. First World War Commemoration Event – A flyer with event information was circulated. v. Changes to the Electoral Registration System |
| 69 | <p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> i. Wiltshire Police The written update was noted. Inspector Chris Chammings asked for public feedback on his team's performance. Cllr Helen Osborn asked |

about the Tour of Britain arrangements and in response, it was confirmed that the Tour would come through town centres. The Area Board passed on their congratulations to PC Hough and PCSO Badder who recently had become runners up in the NPT of the year awards.

ii. Wiltshire Fire and Rescue Service

The written update was noted. Mike Franklin discussed operational activity and community involvement, including salamander and job centre plus activities. It was noted that there was a climbing wall at the fire station that is available for public use. The public consultation was raised which had been postponed. Further information was available on the website and the consultation would go live on Monday 21 July.

Members congratulated those members of the Fire and Rescue Service who attended a major fire during a strike. Discussion continued to the implications for the Trowbridge Community Area in relation to the structural and organisational changes to Wiltshire and Swindon Fire and Rescue Service.

The closing date of the consultation was stated as 20 October 2014 and the Chairman urged all those present to respond.

iii. NHS Wiltshire

The written updates were noted. There were no further updates.

iv. Trowbridge Community Area Future (TCAF)

The written update was noted.

v. Town and Parish Councils

Updates were received as follows:

- a) The Mayor of Trowbridge Town Council alerted Members to the need to protect Trowbridge Town's heritage. Trowbridge road gullies had been removed by developers as grates had been deemed 'a hazard'. Street name plates had also been removed and a need to retain street furniture was stressed. The need to broker a meeting was raised between the Town Council and officers from the Highways department.
- b) Trowbridge Town Council – TTC provided a written update to the Board which included, among other items, finance, leisure services and town development.
- c) Hilperton Parish Council – A member of the public raised concerns in regards to compensation for vibration and potential structural damage in regards to the Hilperton Relief Road. A response was provided by the Head of Highways Asset Management and the member of the public was advised that the Legal Department dealt with claims.
- d) Southwick Parish Council discussed the crossing on Wynsome Street which was due to be installed shortly.

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| 70 | <p><u>Outside Body Updates</u></p> <ul style="list-style-type: none"> i. Trowbridge Shadow Community Operations Board – A date to go to Cabinet for approval had not yet been received. Governance was discussed with Members and more information would be available from the COB at the next Area Board meeting. The Community Area Manager also explained the potential changes to the CAM’s role. ii. A Health Partners’ Update for Trowbridge COB – An update for Trowbridge COB was circulated that set out the aspirations of health partners for their services in Trowbridge and what they aimed to achieve. The COB would be working with its partners to deliver on the detail, including the size, shape and location of facilities. <p>Wiltshire CCG was now in a position to formally determine the service it would consider operating out of the new Trowbridge campus. The service areas that would be considered for the campus were stated in the report.</p> |
| 71 | <p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme:</p> <ul style="list-style-type: none"> 1.1 West Wilts Esprit Gymnastics Club - £3,000 requested for gymnastics equipment for young people Decision: The Area Board awarded the sum of £3,000 to West Wilts Esprit Gymnastic Club. 1.2 Paxcroft Mead Community Centre - £2,350 requested for a replacement heating system Decision: The Area Board awarded the sum of £2,350 to Paxcroft Mead Community Centre. 1.3 North Bradley Progressive Hall - £1,706.50 requested for replacement windows Decision: The Area Board awarded the sum of £1,706.50 to North Bradley Progressive Hall 1.4 Trowbridge Child Minding Network- £957 requested for the purchase of tablets to support children in their learning Decision: To defer the funding application as the applicant was not present. |

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| 72 | <p><u>Visiting Cabinet Representative</u></p> <p>Visiting Cabinet Member Cllr Keith Humphries discussed his current priorities as Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing). Cllr Humphries discussed the 'Care Act' as a significant piece of legislation as it revolutionises the way that care will be given. Seminars were to be provided to Area Boards and Members in relation to the act. Cllr Humphries also discussed public health with the Board. He stated that one in three adults will likely die with some form of dementia and highlighted the expected diabetes 'tidal wave'. Concerns in relation to skin cancer in the county were also raised, as well as raising awareness of breastfeeding friendly facilities. An art competition was to take place to raise awareness of baby friendly facilities to give women more privacy to breastfeed.</p> |
| 73 | <p><u>CCG - 5 Year Plan</u></p> <p>A presentation was received from Dr Stephen Rowland, Dr Cookson and Jo Cullen of the Clinical Commission Group in relation to their 5 year plan. The 5 Year Plan could be downloaded from: http://www.wiltshireccg.nhs.uk/5yearplan</p> <p>An introduction to the group was provided and it was explained that the group commissions health services for the people of Wiltshire. It was stated that the group focused on independent living and 'home not hospital'. It was explained that there was a need to spend more money to improve community care and increase the range of services provided in a local setting.</p> <p>The potential 'tidal wave' of diabetes was raised, as well as dementia care and public engagement.</p> <p>The Board heard that Dr Cookson was currently in the process of complaining to the NHS property wing ombudsmen in relation to the application for the new 'Bradcroft' surgery.</p> <p>The CCG were to be invited to return in January to provide another update.</p> <p>Resolved: To thank Dr Rowland, Dr Cookson and Jo Cullen for their update.</p> |
| 74 | <p><u>Car Parking at County Hall, Trowbridge</u></p> <p>Julie Anderson-Hill (Head of Transformational Change and Health Co-Ordinator) provided an update on matters relating to car parking at County Hall, in particular the issues of public parking for library users. It was stated that it was necessary to take the service to the customer and that flexible working should</p> |

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| | <p>reduce the demands for car parking. Car parking enforcement at County Hall would be introduced using the 'mipermit' service for staff. This system would protect visitor bays for library users.</p> <p>Members asked how it will be ensured that visitors are actually using the library. It was explained that reception would issue tickets and eventually would operate a fully automated electronic system.</p> <p>Resolved: To note the report within the agenda pack.</p> |
| 75 | <p><u>Introduction of the Street Lighting Central Management System in Trowbridge</u></p> <p>Peter Binley (Head of Highways Asset Management) introduced the Street Lighting Central Management System in Trowbridge. The intelligent street lights were required to save money and reduce the carbon footprint. It was stated that £1.2M was spent each year in maintaining street lighting. The Board heard that street lighting could be dimmed out of hours and some could be switched off altogether. There was a need to ensure that there were not dark areas where people felt unsafe.</p> <p>It was stated that about half the street lighting would be converted to operate for part of the night; it would generally be off between midnight and 5:30AM. The full scheme would save £300,000 per annum at current energy prices.</p> <p>The Board heard that the situation would be monitored for six months and it would react to anti-social behaviour accordingly.</p> <p>Resolved: To note the information provided by the Head of Highways Asset Management and Commissioning.</p> <p>N.B. (additional text added 18/08/2014)</p> <p>It was heard that any lighting issues raised by local residents would be resolved by making the appropriate changes. The scheme would be reviewed after six months but would be monitored and adjusted as necessary.</p> |
| 76 | <p><u>JSA / Community Priorities</u></p> <p>The Members decided on which JSA / Community Priorities the Board would focus on and how to action them.</p> <p>Decision: To approve the recommendation of the Community Area Manager as follows:</p> |

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| | <ul style="list-style-type: none"> • That the Area Board agrees to champion the three priorities outlined in paragraphs 3.1, 3.2 & 3.3 and works to facilitate local action to tackle those priorities. • That the Board appoints a lead Member to champion each of the priorities adopted. • That the Board earmarks funding to promote, initiate and support community-led action around the selected priorities. <p>Decision: To elect Cllr John Knight as Champion for Economic Development.</p> |
| 77 | <p><u>Peter Black Site Update</u></p> <p>No update was provided.</p> |
| 78 | <p><u>Any Urgent Business and Forward Plan</u></p> <p>The daytime health fair may be fused with the older person's meeting.</p> |
| 79 | <p><u>Close</u></p> |

Health Partners' Update for Trowbridge COB

Set out below are the aspiration of health partners for their services in Trowbridge and what they aim to achieve. Trowbridge COB will be working with its partners to deliver on the detail, including the size, shape and location of the facilities.

Wiltshire Clinical Commissioning Group

Wiltshire CCG is now in a position to formally determine the services it would consider operating out of the new Trowbridge campus. In respect to the services commissioned by Wiltshire CCG, the following services would like to be considered for space in the Trowbridge campus:

- Minor Injury unit which will be combined with the establishment of an urgent primary care centre. This will include X-ray and other basic diagnostics.
- Facilities for outpatient clinics and consultation rooms for multiple organisational use including Avon and Wiltshire Mental Health Partnership and the Acute Hospitals.
- Space for therapy services
- Birthing Unit
- Office accommodation for Trowbridge Integrated Health and Social Care teams

Given the nature of these services it will be essential that CCG works with the Trowbridge COB to consider the transport links and parking so that the client requirements are fulfilled.

This clarifies the current thinking in respect to the health requirements for the Trowbridge campus.

The CCG would now like to start working with colleagues to consider the floor area requirements taking into account future ways of working, and the council's transformation team will lead, support or assist with this transformational change work.

NHS England / Core Primary Care

GP surgeries in Trowbridge have given serious consideration to being involved in Trowbridge campus and believe it is an exciting opportunity to enhance the health facilities in the Trowbridge area. The practices wish to be involved in the project and support its speedy development.

NHS England has worked with the local GP surgeries to determine space requirements in the Trowbridge Campus for town based primary care services (not a single surgery). This amounts to approximately 1400m² of space and, as with the other proposals, is subject to a fully developed business case that demonstrates value for money and financial affordability.

Avon and Wiltshire Mental Health Partnership

AWP have expressed an interest in including some mental health services in purpose built facilities within the Trowbridge campus.

Wiltshire Council

Wiltshire Council is exploring the possibility of extra care housing being delivered close to the campus site, once finalised (working with private sector partners and using the Housing Revenue Account to deliver this). This would link well with extra care 'wrap-around' community services and leisure facilities in the campus which would support rehabilitation and re-ablement.

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STREET LIGHTING - SAVING ENERGY MONEY AND CARBON

Background

Wiltshire Council has over 40,000 streetlights. Most of these are on all night whether they are needed or not.

The Council needs to save money and reduce its carbon footprint by reducing energy usage. Rising energy costs, carbon tax and budget restraints make it necessary to change the way we light our streets.

The Scheme

About half of the street lights will be converted to operate for part of the night. Generally they will be off between midnight and 5.30 am.

Lights at junctions, pedestrian crossings and where required for safety will remain on all night.

Where suitable the lighting levels of some street lights will be dimmed so they operate at lower output when traffic flows and pedestrian movements are reduced.

Lighting where there are CCTV systems, in town centres, and in areas where crime is a problem will remain on and at normal lighting levels.

A few lights may be removed permanently where they are no longer required.

The operation of the scheme will be monitored and changes will be made as necessary in the event of problems.

Why the changes are needed

The Council's energy budget for street lighting is over £1.2 million, and energy costs will increase in the future, especially with the introduction of the carbon tax. Budgets are constrained and it is necessary for Council's to reduce expenditure.

Street lighting accounts for 12% of the Council's carbon footprint. The Council has an aspiration to reduce its carbon footprint and to achieve a 50% reduction by 2020.

Over 1,300 street lights have already been converted to part night lighting following the recent Area Board community based projects, and the Council has already converted its illuminated bollards to low energy units.

Other Councils have successfully implemented similar schemes without adverse impacts, and are making large savings.

What happens next

Over the next twelve months alterations will be made to the lighting equipment to enable the lights to be individually controlled. The operation of the lighting will then be changed to operate as described above.

After six months the operation of the lighting will be reviewed and views of the relevant Town and Parish Councils will be sought before the Council considered whether any further changes are required.

FREQUENTLY ASKED QUESTIONS

1. **When will lighting be turned off?**

Selected lighting units will be turned off from about midnight until 5.30 am. They will come back on at about 5.30 am if it is still dark. The times of operation may vary by a few minutes depending on the type of switching used. From dusk until midnight and on dark mornings after 5.30 am they will operate as usual. This is when our streets are busiest.

2. **What does dimming lights mean?**

Some of the more modern lighting units can have their power levels adjusted so that lighting levels can be reduced to more suitable levels when traffic flows are low or at off peak times. They can be turned up to full power when needed. The dimming saves energy.

3. **Which lights will be converted to operate for part of the night?**

An assessment will be undertaken of every area where the changes are proposed. Where necessary some lights will be left on all night.

The lights to be left on will generally be:-

- Main traffic routes with substantial pedestrian movements, or potential conflict areas such as junctions and roundabouts.
- Units near to minor residential road junctions
- Areas with above average night time pedestrian activity such as town centres or near 24 hour or early morning facilities.
- Areas with 24 hour operational emergency services sites such as hospitals and fire stations.
- Street lights near uncontrolled pedestrian crossings (zebra crossings or informal crossings) and within subways, stairways and ramps, enclosed footpaths and alleyways.
- Street lights close to potential hazards on the highway (such as roundabouts, central carriageway islands, build-outs and speed-humps).

4. **Which lights will be turned out permanently?**

A few lights which were installed many years ago are no longer required. Modern standards would not require lighting to be provided at these locations. These are generally in rural areas or in other locations where there are no houses fronting onto the roads, or where lighting levels exceed current standards.

5. Why cannot all of the lights be dimmed instead of turned off?

To dim a street light both the lamp in the lantern and the control gear that operates it needs to be capable of dimming. The majority of street lighting equipment is of an older generation and cannot be dimmed. The upgrading of large numbers of street lights is prohibitively expensive. Also dimmed lighting continues to consume energy and does not maximise energy savings.

6. Could one in three lights be turned off permanently instead?

The intention of the scheme is to develop a safe and sustainable method of reducing energy consumption. Turning off lights permanently would result in uneven lighting levels for all road users during the hours of darkness. It is considered that turning lights off for part of the night would have less adverse impact on the public and road users.

7. Could the lighting have new technology such as motion sensing?

Motion-sensing switches, such as those which operate security lights, have been considered, but most of the street lighting in use today requires a warm-up period of several minutes to reach full output and is not suitable for this type of switching. There are also concerns about potential uneven lighting for drivers and disturbance for residents.

8. Could solar powered lighting be used instead?

At present there are issues with the use of solar power for public street lighting. The cost of conversion, battery life and the number of panels required mean that costs are much higher than conventional units. In the future the technology may develop and it could become viable.

9. Could LED lighting units be used instead?

Converting all the existing lights to LED (Light Emitting Diode) lighting would be much more expensive, but on new developments and new lighting installations this type of lighting will be used where appropriate and cost effective.

10. Can the Council legally turn off street lights?

Yes. There is no statutory requirement on local authorities in the UK to provide street lighting. The Highways Act empowers local authorities to light roads but does not place a duty to do so. However, the Council does have a duty to ensure that lighting units are kept in safe condition.

11. What about road safety?

The lights at major junctions, roundabouts, pedestrian crossings and obstructions in the road will be kept on. These are the areas which would benefit most from being lit. All street lighting will be on at peak travel periods during the hours of darkness as at present. The accident data will continue to be monitored regularly, and if problem sites are identified changes to the lighting regimes will be made.

12. What about crime?

The lighting in town centres and any identified high crime areas will remain on. Where there is CCTV the lighting will also remain on as necessary. Wiltshire is a safe county, but it is appreciated that there is a fear of crime, and there are concerns that reducing street lighting could increase anti-social behaviour and vandalism at night. The situation will be monitored and where necessary changes will be made so that the lighting remains on at key sites where justified.

13. What about cars parked on the street at night?

The lights in residential areas where cars are likely to be parked over night are only likely to be turned off between midnight and 5.30 am when traffic flows are low. If you do park your vehicle over night on the road you should be aware of the Highway Code requirements, especially regarding not parking at night facing against the direction of traffic and displaying parking lights on roads with a speed limit greater than 30 mph. Please refer to the Highway Code for details.

14. Will 30 mph speed limits be affected if lights are switched off?

No. A 30 mph speed limit automatically applies to any road containing a system of street lights placed not more than 200 yards apart, unless signposted with a different speed limit. There is no current law stating that these lights have to be switched on all night to be applicable. Therefore, motorists should be aware that the usual 30 mph speed limits will apply.

15. Will there be a reduction in my Council tax?

No. The Council needs to reduce its spending and the money saved by the changes will help keep Council Tax down. Reducing expenditure on street lighting was an area identified for savings during the consultations on the Council's budget.

16. Will my insurance premium go up?

Councils do not have a statutory requirement to provide public lighting. All street lighting is in place to light areas of the highway as a duty of care to road users. Lighting is not provided to protect private properties. Street lighting within the vicinity of your property is not usually an element that insurance companies take into account when developing home insurance or property policies.

17. If I become a victim of crime or have an accident can I claim against the Council?

There is no statutory requirement for local authorities in the UK to provide public lighting and you are unlikely to be able to claim as a result of the proposed changes to the street lighting. If crime or safety does become an issue, changes will be made to the lighting in that area as necessary.

18. What are other Councils doing?

Many other authorities have introduced similar part night lighting schemes successfully, without adverse effects and have made significant savings. The proposed changes in Wiltshire are not as large as those some authorities have made, which have turned off lighting permanently. With rising energy costs and reduced budgets these types of changes to street lighting are becoming more common.

19. What savings will this make?

It is anticipated that savings of over £300,000 could be made annually at current energy prices. Even with moderate energy cost increases of 3% annually the proposals would be expected to save over £12 million over 25 years.

20. Would Town and Parish Councils be able to pay to keep all the lighting on all night?

Each case will be considered on its merits, but keeping the lights on would not help the Council meet its carbon reduction target, and will become increasingly expensive for the Councils in the future.

21. Why haven't the Council written to every resident?

It would cost a significant amount of money to write to every individual household in the county. Instead the Council has consulted with the Area Boards and Town and Parish Councils, and individuals were welcome to comment on the proposals.

22. What consultation took place?

The opportunity was provided for the views of the Police, other public bodies and those affected by the proposals to be considered. The consultation was announced at the Area Board meetings, and local Town and Parish Councils were invited to comment. The consultation documents were available on the Council's website, and this was announced in the August and September Parish Newsletters in 2012. The consultation received substantial local press coverage, including reports on a number of local radio stations. The results of the consultation were reported to the Cabinet before the decision was made.

23. What was the result of the consultations?

The consultation closed on 30 September 2012. There were 246 responses via the on-line questionnaire, and 18 by letter and e-mail. The majority of those responding were generally in favour of changes to the street lighting. In response to the on-line questionnaire 73.2% thought that many or some of the lights should be turned off permanently, 86.2% thought that many or some

should be turned off between midnight and 5.30 a.m., and 91.1% thought that many or some of the street lights should be dimmed. The responses not in favour of the proposals were mainly concerned about public safety issues.

24. Were the Police and other organisations consulted?

The Wiltshire Community Safety Partnership Executive Board, whose members include Wiltshire Police, Wiltshire Fire and Rescue Service, the Probation service, the Youth Offending Team and Wiltshire Council, considered the matter at their October meeting, and advised that they support the street lighting reduction proposed.

25. When will it be implemented?

The changes will be introduced during 2014 when the necessary alterations to the equipment will be made on an area by area basis.

26. Can changes be made to the scheme after it is implemented?

Yes. The Council will be introducing a central control system so that the majority of the county's street lights can be controlled remotely. This will allow alterations to the lighting to be made in response to circumstances. The scheme will be reviewed after six months and the views of the relevant Town and Parish Councils will be sought before considering whether any further changes to the operation of the street lighting are required.

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- ENERGY SAVING - OPERATIONS KEY
- NO CHANGE - UNIT OPERATES ALL NIGHT
 - DIMMED - TYPICALLY 75% OUTPUT FROM 8PM
 - DIMMED AND PART NIGHT - TYPICALLY 75% OUTPUT FROM 8PM, 50% FROM 7PM TO 6AM, OFF MIDNIGHT TO 5:30AM
 - PART NIGHT OPERATION - OFF MIDNIGHT TO 5:30AM



| Sheet | Revision | Date | Author | Description |
|-------|-------------------------|----------|--------|-------------|
| S2 | FOR INFORMATION / ISSUE | 19/06/13 | gr | ISSUE |
| S2 | FOR INFORMATION / ISSUE | 26/07/13 | COM | FOR COMMENT |
| S2 | FOR INFORMATION / ISSUE | 19/06/13 | gr | ISSUE |
| S2 | FOR INFORMATION / ISSUE | 26/07/13 | COM | FOR COMMENT |

ATKINS
 Atkins Limited
 Consulting Engineers,
 County Gate, County Way
 Birtley, Wiltshire
 Wiltshire, Wiltshire
 Tel: 01293 733060
 www.atkinsglobal.com

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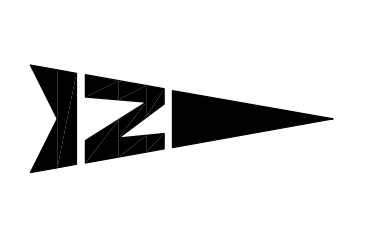
Project
STREET LIGHTING - CMS ENERGY SAVINGS

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Project
**ENERGY SAVING - UNIT OPERATIONS
 TROWBRIDGE AREA CHANGES**

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