

AGENDA

Meeting: AMESBURY AREA BOARD
Place: Figcheldean Village Hall, Pollen Lane, Figcheldean SP4 8JR
Date: Thursday 28 May 2015
Time: 7.00 pm

Including the Parishes of Allington, Amesbury, Berwick St James, Bulford, Cholderton, Durnford, Durrington, Figcheldean, Great Wishford, Idmiston, Milston, Newton Toney, Orcheston, Shrewton, Stapleford, Steeple Langford, Tilshead, Wilsford Cum Lake, Winterbourne, Winterbourne Stoke, Woodford and Wylfe.

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

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

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

Please direct any enquiries on this Agenda to Jessica Croman Democratic Services Officer, on 01225 718262 or email jessica.croman@wiltshire.gov.uk

or Dave Roberts (Amesbury Community Area Manager), Tel: 01249 706380 or 07979318504, or email dave.roberts@wiltshire.gov.uk

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

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

Wiltshire Councillors

Mike Hewitt (**Vice Chairman**)
John Noeken
John Smale (**Chairman**)
Ian West
Fred Westmoreland
Graham Wright

Bourne and Woodford Valley
Amesbury East
Bulford, Allington & Figcheldean
Till & Wylfe Valley
Amesbury West
Durrington & Larkhill

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If you have any queries please contact Democratic Services using the contact details above.

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| 11 | <p>Local Youth Network Update and Youth Activities Grant Applications <i>(Pages 51 - 54)</i></p> <ul style="list-style-type: none"> i. Updates ii. Grants | 7.35pm |
| 12 | <p>Services to the Elderly</p> <p>To receive a presentation from James Cawley, Associate Director for Adult Care Commissioning & Housing on services needed by the elderly in the Amesbury Area and to consider nominating an Elderly Persons Champion & a Carers Champion.</p> | 7.45pm |
| 13 | <p>Consultation on the Joint Health & Wellbeing Strategy</p> <p>To receive a presentation from a local GP or Clinical Commissioning (CCG) Group rep highlighting the current consultation on the Joint Health and Wellbeing Strategy, plus an update on the rollout of community teams and the CCG's adult community services tender. Together this will mean services increasingly being clustered around local GP surgeries; and as such will be highly significant for communities.</p> | 8.05pm |
| 14 | <p>Big Pledge - Make a Difference' Campaign 2015</p> <p>To receive a presentation from Dave Roberts, Community Area Manager, on Wiltshire's Big Pledge which challenges people to get healthy, volunteer, or make a positive change in 2015. It runs from 11 May – 30 September 2015.</p> | 8.15pm |
| 15 | <p>Community Plan Working Group Updates</p> <p>To receive any updates from the community plan working groups.</p> | 8.25pm |
| 16 | <p>Update from the Community Area Transport Group (CATG) <i>(Pages 55 - 60)</i></p> <p>To consider an update and any recommendations from the Community Area Transport Group (CATG) in relation to the funding available towards Local Transport Projects.</p> <p>The Minutes of the latest CATG meeting are attached for information.</p> | 8.35pm |
| 17 | <p>Community Area Grants <i>(Pages 61 - 72)</i></p> <p>To determine the applications for Community Area Grant funding.</p> <p>To determine the applications for Member Initiatives.</p> | 8.45pm |

18 **Future Meeting Dates, Evaluation and Close**

9pm

The next meeting of the Amesbury Area Board will be held on 30 July 2015 at the Shrewton Recreation Hall, Recreation Ground, Mill Lane, Shrewton SP3 4J.

MINUTES

Meeting: AMESBURY AREA BOARD
Place: Durrington Village Hall, High St, Durrington SP4 8AD
Date: 26 March 2015
Start Time: 7.05 pm
Finish Time: 8.35 pm

Please direct any enquiries on these minutes to:

Jessica Croman, Democratic Services Officer, Tel: 01225 718262 or (e-mail)
jessica.croman@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Mike Hewitt (Vice Chairman), Cllr John Smale (Chairman), Cllr Ian West,
Cllr Fred Westmoreland and Cllr Graham Wright

Wiltshire Council Officers

Jessica Croman (Democratic Services officer)
Dave Roberts (Community Area Manager)
Jenny Bowley (Community Youth Officer)
Gemma Howell (Community Youth Officer)
Rosie Golding (Community Walk Co-ordinator)
Andy Cole (Local Highways Engineer)

Town and Parish Council Representatives

Amesbury Town Council – Paddy Allen, Richard Allen, John Swindlehurst
Durrington Town Council – Dave Healing, John Todd, Mary Towle, David Goodman
Figheldean Parish Council – John Menzies
Shrewton Parish Council – Anne Woodman, Ken Lovelock
Steeple Langford Parish Council – Richard Coward, Jerry Broad
Winterbourne Parish Council – D Baker
Wylve Parish Council

Partners

Police – Inspector Christian Lange
Good Neighbourhood Co-ordinator – Jan Tidd

Total in attendance: 39

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
15	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Amesbury Area Board and thanked Durrington Village Hall for hosting the meeting.</p> <p>At the Chairman's invitation, the Councillors introduced themselves.</p>
16	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from:</p> <ul style="list-style-type: none"> • Virginia Neil • Cllr John Noeken
17	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on 29 January 2015 were agreed as a correct record and signed by the Chairman.</p>
18	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
19	<p><u>Chairman's Announcements</u></p> <p>The Chairman informed the Area Board that item 8 on the agenda (SIDs) would be deferred to a future meeting because there had been a recent change in Cabinet Members responsibilities. Officers and the new Member with responsibilities for SIDs were considering the options before a decision is made at Cabinet. Once the Area Board is aware of that decision, SIDs would be bought back to the Area Board for discussion.</p> <p>The Chairman apologised for any inconvenience that may have caused.</p> <p>Dementia in Durrington</p> <p>The Chairman informed the Area Board that a charity 'Forget Me Not' dance would be taking place on Saturday 18 April at 7pm to raise money for Age UK.</p>
20	<p><u>Updates from Partners and Town/Parish Councils</u></p> <p>The Chairman referred to the updates set out in the agenda and invited further</p>

updates from Town/Parish Councils and other Partners, including outside bodies. It was noted that the preferred option was for written updates to minimise time spent during the meeting.

Police

Inspector Lange referred to his handout and noted that two new PSCO's had started, one rural and the other based in town. It was also noted that PSCO Will Todd would be on the BBC news because of his bravery in a recent incident in Shrewton.

The Area Board passed on their congratulations and thanks to Will and to all of the Police force.

It was noted that if anyone wanted to nominate a PSCO as 'PSCO of the year' then they could do that via the PCC website and the deadline would be the 2 April 2015.

The Chairman thanked Inspector Lange for his attendance.

Durrington TC

John Todd of Durrington Town Council gave a presentation on the Durrington village show and vintage vehicle event, which would be held on the 18th and 19 of July 2015 at the Durrington Recreational Ground. It was noted that all of the proceeds would be donated to the Wiltshire Air Ambulance Appeal and to local causes. Events would include the village duck race, the flower and produce show, music in the rec and the vintage vehicle event.

The Chairman thanked Mr Todd for his presentation.

Steeple Langford PC

Steeple Langford Parish Council raised concerns over highways maintenance and the emptying of drains. Andy Cole, Wiltshire Council Local Highways Engineer, made note of the concerns and invited all of the Town and Parish Councils to attend a meeting at Salisbury City Hall at 7pm on the 28th April to discuss highways issues and the way forward.

Shrewton PC

Shrewton Parish Council informed the Area Board that they recently had a well-attended public meeting to discuss traffic and thanked the village and Parish Council for their attendance.

An announcement was made to inform the Area Board of the up and coming Anzac Day Service of Remembrance on the 25th April 2015 at the Durrington Cemetery.

21	<p><u>Update from the Community Area Transport Group (CATG)</u></p> <p>An update was given on the A303 report, it was noted that the Area Board was still waiting for the report from the A303 survey.</p> <p>It was noted that funding was available for schools to incorporate a 25mph zone.</p> <p>Great Wishford Parish Council informed the Area Board they were disappointed they had not been selected for the 20mph scheme. It was noted that they were on the list for the next round.</p> <p>Stapleford Parish Council informed the Area Board that they had received permission to set up a community speed watch programme and thanked the CATG for their help. Currently the Parish had 9 volunteers who needed training.</p> <p>Resolved</p> <ol style="list-style-type: none"> 1. To agree to send a letter from the Area Board asking for a report on the A303 survey. 2. To note the update report and the notes of the meeting. 3. To confirm support for the requests outlined in paragraphs 4.3 and 4.4 of the report, which were put forward for funding at the 17 February 2015 CATG meeting.
22	<p><u>Speed Indicator Devices</u></p> <p>This item was deferred.</p>
23	<p><u>Litter</u></p> <p>Andy Cole informed the Area Board that in the monthly town and parish update an announcement went out about community litter picking events, all areas could get involved and Wiltshire Council would provide equipment and a 10 easy steps link was available on the Wiltshire Council website.</p> <p>It was noted that the problem was the A303 and it was the Highways responsibility not Wiltshire Council.</p>
24	<p><u>Wiltshire's Legacy</u></p> <p>Dave Roberts, Community Area Manager, gave a presentation on the Legacy for Wiltshire which highlighted events throughout 2014 and up and coming events in 2015.</p> <p>2014 was a great success throughout Wiltshire which helped build closer links with communities and local businesses. Key event dates for 2015 included:</p> <p>March 26 – Business and sports dinner to support Olympians and Paralympians.</p>

	<p>May to September – The Big Pledge – Communities are encouraged to make a pledge whether it be big or small. The area Board and Communications would be happy to help and promote any events where they can.</p> <p>May 3 – 10 – Cycling festival</p> <p>June 15 – Magna Carta celebrations - Schools and local communities were being encouraged to take part in the Magna Carta celebrations by creating a new modern Magna Carta, school competitions, designing and making community barons to be displayed or carried in the Wiltshire wide festivals and the Magna Carta parade on 15 June in Salisbury.</p> <p>September 6 to 12 – Walking festival</p> <p>The Chairman thanked Dave for the presentation.</p>
25	<p><u>Get Wiltshire Walking</u></p> <p>Rosie Golding, Community Walk Co-ordinator, gave a presentation on Get Wiltshire Walking. The Area Board was informed that her role was to create walking groups and encourage residents throughout Wiltshire to get walking which would reduce health issues across the county. Currently there were over 450 weekly walking groups, 96 volunteers and over 13 thousand people involved county wide.</p> <p>The Chairman thanked Rosie for the presentation.</p>
26	<p><u>Community Plan Working Group Updates</u></p> <p>Janet Tidd, Neighbourhood Co-ordinator, gave an update on Safe Places, which was an initiative new to the Amesbury area. It involved shops and businesses signing up to become a safe place for vulnerable people whilst out. Orange stickers would be placed in the windows of those businesses signed up as a way to identify them as a safe place.</p> <p>The Chairman thanked Jan for the update.</p>
27	<p><u>Local Youth Network Update and Youth Activities Grant Applications</u></p> <p>Jenny Bowley, Community Youth Worker, gave an update and introduced the LYN grants outlined in the agenda pack and it was;</p> <p>Resolved</p> <ol style="list-style-type: none"> 1. To award Larkhill Youth Club £451 for a trip to London. 2. To award Bourne Valley Explorer Scouts £1347 for a trip to the Lake District.
28	<p><u>Community Area Grants</u></p>

	<p>At the Chairman's invitation, Councillor Fred Westmoreland, Lead member for Grants, introduced the item and it was;</p> <p>Resolved</p> <p><u>Decision</u> SOS Shrewton was awarded £3157.56 towards purchasing new play equipment. <i>Reason - The application met the Community Area Grants Criteria 2014/15.</i></p> <p><u>Decision</u> Amesbury Cricket Club was awarded £5000 towards the purchase of a new roller. <i>Reason - The application met the Community Area Grants Criteria 2014/15</i></p> <p><u>Decision</u> Avon & Bourne Valley Arts Exhibition was awarded £250 to purchase banners. <i>Reason - The application met the Community Area Grants Criteria 2014/15.</i></p> <p><u>Decision</u> Winterbourne Cricket Club was awarded £4000 towards purchasing new equipment. <i>Reason - The application met the Community Area Grants Criteria 2014/15.</i></p> <p><u>Decision</u> Edgars Close Wednesday Club was awarded £1032 towards their project. <i>Reason - The application met the Community Area Grants Criteria 2014/15.</i></p> <p><u>Decision</u> Area Board Project and Councillor Led Initiative was awarded £1000 towards the Magna Carta Celebrations. <i>Reason - This fits the Area Board's ambitions to support community events.</i></p>
29	<p><u>Future Meeting Dates, Evaluation and Close</u></p> <p>It was noted that the next meeting of the Amesbury Area Board would be held on 28 May 2015 at the Figheldean Village Hall, Pollen Lane, Figheldean SP4 8JR.</p>

	The Chairman thanked everyone for attending.
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Chairman's Announcements

Subject:	Paper 10 Integrated Performance Management Report
Officer Contact Details:	Wiltshire CCG Communications Department Wccg.info@nhs.net
Weblink:	http://www.wiltshireccg.nhs.uk/our-governing-body/governing-body-meetings-in-public/governing-body-meeting-25-november-2014
Further details available:	David Noyes, Director of Planning, Performance and Corporate Services

Executive Overview

Pressure remains higher than anticipated across the system, which continues to present both an operational and financial challenge system wide. This is most evident regarding acute services and the number of cases attending A&E, which is presenting a challenge to the achievement of the 4 hour wait target. Some, but by no means all of this, may be attributable to increased referrals arising from NHS111; this risk is identified (and features amongst the CCG top 10 risks) and work is in hand with our provider to try and safely/appropriately manage the figures down. However, planned care is also running ahead of planned levels. The under delivery of planned activity levels and the consequent impact on the CCG's financial position feature high on the list of top 10 risks. While the CCG remains on track to deliver against budget and financial targets, doing so will require extremely taut management in the coming months. Across the CCG, in very close partnership with our colleagues in our major providers and individual practices, work is ongoing to identify ways to better manage the pressures. At a whole system level, it has been identified that gastroenterology is currently generating over performance and so a system wide review will be conducted. As previously reported, we remain concerned regarding the recurrent impact of the combination of high activity levels and the under delivery of some of our change projects, and this represents the highest risk to the CCG moving forward.

The CCG performance on the 18 week Referral to Treatment (RTT) standards for admitted care and non-admitted care are now at the national target levels in advance of the deadline of December 2014 as a result of a second tranche of additional non recurrent activity taking place. Additionally, the over 52 week waiters have been treated at all but one provider where there is a known specific issue which is being managed across a wider geography. There has been a 7% growth in the waiting list below 16 weeks which is partially explained by the continued focus on longer waiters, but which will require ongoing attention through local providers' weekly operational meetings.

Some additional investment has become available in order to underpin our Operational Resilience and Capacity Plans, which will be further reviewed at the System Resilience Group on 18 November 2014. The CCG has received additional funding to support season pressures with the local health and social care economy; from the national allocation of circa £700m Wiltshire will receive £4.297m. The CCG is making all of this funding available to support a number of service redesign schemes aimed at preventing inappropriate admission to hospitals and supporting earlier discharge when people have attended their local Emergency Department. The CCG Governing Body is regularly briefed in detail

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and remains committed to the delivery of change across our system outlined in our 5 year strategy. Our Clinical Leaders are convinced that the direction of travel we have established is the best way forward and will ultimately deliver the improved outcomes we seek in an affordable manner.

In the last month we have been delighted to work alongside our close partners in Wiltshire Council, participating in a most successful peer to peer review process of health and wellbeing. Although we await the final report, all the early indications of the outcome of this work are both positive and encouraging.

Working very closely with our partners in Wiltshire Council, some early indications of priority areas to focus upon are becoming clear from the 100 day challenge, which was an internal initiative aimed at galvanising action within our Better Care Plan. These include system wide 7 day working, improved collaboration within community teams and consistent Discharge planning. Elsewhere, and as previously reported, encouraging progress is being made in our 3 demonstrator sites who are piloting the development of integrated teams in Calne, Bradford on Avon/Melksham and Salisbury. We aspire to the creation of 20 such teams across the County, and notwithstanding the 3 pilot sites, the remaining 17 areas are also starting to come together. Pleasingly, our partners in GWH are starting to deliver the additional workforce required to bring much of this to life. Equally, work continues as we take forward key programmes of work regarding the re-procurement of community services, which will form the foundation stone for the delivery of our strategic vision. We have also made good progress with validating the plans for utilising the Transforming Care of Older people funding, to deliver enhanced capacity and capability for the care of our older people in community settings, at or close to their own homes. Working closely with Wiltshire Council, we have now launched a public consultation on the future of specialist dementia hospital care. The outcome of which will help to mitigate the sixth risk in the CCG risk register top ten.

The CCG's Commissioning Intentions for next year are complete, and they have been sent to our providers, with a copy also posted on our web site. We are now well into our detailed operational planning for next year, and have had a valuable meeting with colleagues from NHS England whose support as we continue our journey should be invaluable. Equally, we are making early preparations for the contracting round which will commence early in the New Year.

Chairman's Announcements

Subject:	Universal Credit – background and update on steps to roll out the scheme
Officer Contact Details:	Ian P Brown, Revenue & Benefits Direct Line: (01225) 716701
Further details available:	Ian P Brown

Summary of announcement:

Universal Credit will begin in Wiltshire on 16 March 2015, following an announcement by the Wessex branch of the Department of Work and Pensions (DWP)

Many people on benefits believe that the financial risks of moving into work are too great. For some, the gains from work, particularly if they work part-time, are small, and any gain can easily be cancelled out by costs such as transport.

The government believes that:

- the current benefit system is too complex
- there are insufficient incentives to encourage people on benefits to start paid work or increase their hours

Through Universal Credit the government is aiming to:

- make the benefit system fairer and more affordable
- reduce poverty, worklessness and welfare dependency
- reduce levels of fraud and error

The intention of reforming the welfare system is to help more people to move into and progress in work, while supporting the most vulnerable.

Universal Credit (UC) is the latest national welfare benefit which will eventually replace six other benefits provided by the DWP and HMRC. UC will eventually replace Income Support, Income Based Job Seekers Allowance, Income based Employment Support Allowance, Child Tax Credit, Working Tax Credit and Housing Benefit.

Claimants will always be encouraged to apply on line and report any change in circumstance, on line. The completed claim will not be processed locally but in a Service Centre in either Glasgow or Bolton. (A slide set entitled UC Welcome Pack is attached)

It is important to note that in this initial phase, which runs from 16 March 2015 to May 2016, only single, unemployed people will qualify for UC. Couples, families with children and those in work but entitled to any of the benefits listed above, will either be transferred or asked to apply for UC from May 2016 onwards. Based on the qualifying criteria it is estimated 3,000 residents could qualify for UC in Wiltshire 2015-16. Every UC award will be paid monthly, in arrears, and claimants will receive their payment direct, approximately five weeks after the claim is registered.

Some support will be available to those who either struggle with the delay in payment, through an advanced payment made by the DWP, which will then be recovered from on-going payments. When rent is not paid on time a landlord can apply to the DWP for an alternative payment arrangement (known as an APA).

Whilst support in terms of budgeting will be made available through the council, management of complex debt may require referral to agencies better equipped, in this case the Citizens Advice Bureau. The council's role will be to ensure that residents are supported in the initial stages of their claim and:

- To provide access to computers,

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- Assistance to get on line and apply on line
- Budgeting support and money advice
- Supporting vulnerable claimants and providing access to discretionary funds and local welfare provision.

A great deal of work has already taken place to provide agencies with information about the transition to universal credit. The DWP and the council have spent considerable time in negotiations to develop a Delivery Partnership Agreement which includes a framework for payment to meet aspects of our service delivery. Wiltshire is therefore well placed to be one of the first local authorities in the west to support the roll out of universal credit and set out below is some of the preparatory work.

- The Wiltshire Online project and the provision of 180 new computers in our libraries.
- The council's corporate research team produced an extensive report entitled Universal Credit: analysis of risk.
- Joint working between the DWP and librarians in conjunction with other voluntary groups to support people to access information and apply for benefits online.
- Undertaken a project to replace the current paper based housing benefit application form with a web based E-form.
- The provision of training through children's centres to stakeholders and voluntary sector in conjunction with Wiltshire Money.
- The involvement of Wiltshire staff working with the DWP at the highest level in terms of project planning and attendance at Technical Working Groups in London.
- A track record of delivering change, particularly welfare reforms, through partnership working across Wiltshire.
- Robust and carefully managed discretionary schemes (Local welfare provision, Discretionary Housing Payments and the latest discretionary council tax reduction) that can be used to support those in the most difficult financial circumstances

There are details on the next page of the eligibility criteria and details of the information claimants will need to make a claim online.

For further information about any of the research papers or details regarding any of the projects above please contact either Ian P Brown, Head of Revenues and Benefits, Julie Higinbotham, Benefits Manager at Wiltshire Council or Jackie Tuckett, Partnership Manager at the DWP.

There is extensive information made available on the government's own [website](#).

Universal Credit Expansion Eligibility

Claimants must:

- Be single.
- Must have a National Insurance Number.
- Be aged between 18 and 60 and six months.
- Not own or partially own the home they live in.

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- Not be homeless or live in support or exempt accommodation.
- Not live in the same household as a member of the regular or reserved army who is absent from home on duty.
- Be a British citizen, resident in the United Kingdom (UK) for the last two years (not absent outside the UK during those two years for four weeks or more).
- Not have a child or qualifying young person (QYP) living with them some or all of the time.
- Not be an adopter with whom a child is expected to be placed within the first two months of the UC claim or a foster parent.
- Not be liable to pay child support maintenance.
- Not be responsible for providing care to a person with physical or mental impairment, unless on a paid or voluntary work basis.
- Must not have a fitness for work note or applied for a fitness for work note. Claimant must declare themselves fit for work.
- Must not be considered as having limited capability for work.
- Not be pregnant, or have been pregnant in the last 15 weeks.
- Not require a person acting on their behalf e.g. Personal Acting Body (PAB) or Corporate Acting Body (CAB).
- Not be in education or training of any kind.
- Not be self-employed.
- Not be a company director or part of a limited liability partnership.
- Be unemployed or declared earned income for the first month of the UC claim is not expected to exceed £330.
- Capital must not exceed £6000.
- Must have a bank, building society, post office or current account with a credit union.
- Must not be entitled to old rules Employment and Support Allowance (ESA), old rules Jobseekers Allowance (JSA), Income Support (IS), Incapacity Benefit (IB), Severe Disablement Allowance (SDA) , Disability Living Allowance (DLA), OR Personal Independence Payment (PIP).
- Must not be awaiting a decision on a claim for old rules ESA, old rules JSA, IS, Child Tax Credit (CTC), Working Tax Credit (WTC) or Housing Benefit (HB).
- Must not be awaiting the outcome of an application to revise a decision of non-entitlement to old rules ESA, old rules JSA, IS and HB.
- Must not have an undecided appeal against non-entitlement to old rules ESA, old rules JSA and IS.

Chairman's Announcements

Subject:	School Place Planning and Commissioning
Officer Contact Details:	Clare Medland, Head of School Place Commissioning, Clare.medland@wiltshire.gov.uk, Ext 13966
Further details available:	Further details will be available in June 2015

Summary of announcement:

A new School Place Planning Strategy and associated Implementation Plan are being developed following the recent approval of the Core Strategy. The Strategy will detail the current demographic trends in relation to the school population and where we will be proposing to expand, extend or provide new school places.

The draft Strategy will be made available on the Council's website in June and an Executive Summary briefing will be provided.

It is anticipated that there will be up to 3 Workshops organised across the County during June/July to explain the Strategy in more detail and for anyone who wishes to find out further information.

Army Basing Briefing for Amesbury, Pewsey, Tidworth and Warminster Area Boards - May 2015

Background

The government's Army basing announcement in March 2013 advised of approximately 4,300 extra Service personnel moving to Wiltshire, who will be accompanied by their families, bringing the total number of additional people to 7,600. These plans will require additional levels of infrastructure and services to be provided by Wiltshire Council.

May 2015 Update

Planning Applications

- Priority Works

Eight "advanced works" applications covering relatively small scale development within the camps had been submitted. Six of these had been determined.

- Camps

The application for the full scale of development at Perham Down was submitted to Wiltshire Council in mid-April 2015. The applications for other camps are expected as follows:

end May 2015 - Bulford

End June 2015 - Larkhill

End July 2015 - Tidworth

December 2015 - Upavon (the Defence Infrastructure Organisation - DIO - is planning for pre consultation with Wiltshire July/Aug 2015, and an Application just before Christmas 2015).

- Service Family Accommodation (SFA)

The application for the SFA at Ludgershall was submitted to Wiltshire Council at the end of March 2015. (Application: 15/02770/FUL). The applications for the remaining SFA are expected as follows:

- Late April 2015 - Bulford

- Early - mid May 2015 - Larkhill

- There are no applications for Tidworth (though DIO will be purchasing 100 units at the Riverbourne Fields development over the next year or so).

- No additional SFA is required at Upavon.

- Planning Committees

With the exception of the Priority works which are being determined under delegated powers, the remaining applications will be considered by the Strategic Planning Committee. The precise arrangements for which are still being established. However, the DIO is proposing a single section 106 of the Town and Country Planning Act 1990 (as amended), agreement to cover all three SFA applications.

Schools

Wiltshire Council is presently negotiating the financial contribution for new primary schools at Ludgershall (210 places) and Larkhill (420 places), an extension of Bulford Kiwi Primary (210) places and a total of 450 secondary places to serve SFA at Larkhill, Bulford and Ludgershall. DIO has identified land at Larkhill, Ludgershall and Tidworth for new school buildings to transfer to Wiltshire Council. These sites are being studied by the council to confirm their suitability and to identify the best location within the plots suggested, for the school buildings, parking and playgrounds / sports pitches.

Community Infrastructure

Land offered - The DIO have offered 0.6 hectares of land adjacent to that for the primary school at Ludgershall. In addition 0.3 hectares of land adjacent to that for the primary school at Larkhill has been offered. DIO is looking to make a range of sports halls, pitches and community centres more readily available for wider civilian use across Salisbury Plain. Wiltshire Council is negotiating an agreement with DIO and the Army to achieve this, which will be incorporated into the Section 106, agreement as part of the planning determination.

The following item is for the Warminster and Pewsey Boards only (in view of deadline)

(Briefed in September 2014 - but repeated for reference if required)

Location and Number of Net Additional Personnel Arising from Army Basing

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

Matters Arising

An update on questions and answers received at the Area Board.

1. Boots Pharmacies in Amesbury

Boots Pharmacies response to email and letter (appendix 1) sent by Amesbury Town Council:

Sent on behalf of Simon Roberts:

Dear Wendy,

I would like to thank you for taking the time to make contact with me. I am very concerned to hear of the complaints you have received from residents and their experiences at two of our Boots Pharmacies. I have contacted my Director of Stores within that area to investigate the situation immediately and he will come back to you as soon as possible.

With thanks

Simon Roberts
Executive Vice President of Walgreens Boots Alliance, Inc and
President of Boots

2. Litter on A303

Article from the Salisbury Journal found at:

<http://m.salisburyjournal.co.uk/news/12898946. Root cause of litter must be attacked says council s road chief adding council is not to blame for state of roads/?ref=eb>

'Root cause of litter must be attacked', says council's road chief, adding council is not to blame for state of roads

WILTSHIRE Council has hit back at claims it is to blame for the litter lying in bushes and alongside the A36 near Salisbury.

Cabinet Member for Highways and Transport Philip Whitehead says he is “disgusted” both by the rubbish and the fact that it costs a fortune to clear up.

In a response to a letter written by a Journal reader, he says the root cause of the litter must be attacked rather than blaming council staff for not picking the litter up.

In her letter, Anne Munns from Salisbury calls the litter a blight on the county, saying: “My husband and I recently travelled to and from Bath on the A36. It was noticeable that there had been attempts made to put rubbish in bins provided in many lay-bys. However all for nothing - since they were full to over-flowing. The rubbish was then blown by the wind or torn apart by animals.

“So who does Mr Whitehead and Mrs Scott blame for this? Responsible drivers or Wiltshire Council?”

Replying, cllr Whitehead said an additional clean-up of rural roads had just been carried out in the county at a cost of £120,000 and the council could not afford to constantly spend that money.

He writes: “The A36 is managed by the Highways Authority who last year ceased grass cutting on it and ceased litter picking on it. Our teams had to start picking litter up on there as a result within our reducing budget.”

He adds: "My teams pick up litter across Wiltshire day after day. They do not drop the litter and we need to start to get angry at the cause of the litter not the fact that as more is dropped we will inevitably struggle to pick it up unless we spend more and more money which we do not have.

"Litter is predominantly from two sources. The takeaway food type and the commercial type. The increase in takeaways, coffee in cardboard cups at petrol stations, sandwich sales in supermarkets, allows people to buy wrapped food and drinks and then deposit them out of the car window when the contents are consumed.

"With commercial tipping, e.g. the tyres, rogue traders offer to clear waste cheaply because they know that they will fly tip to save the commercial waste costs - this is not accidental tipping of material blowing off lorries.

"Both activities can be stopped by the people of Wiltshire saving themselves money in the long term.

"Across the country there is a reported increase of 20 per cent in the dropping of litter. This is entirely unnecessary and means that as a country we spend huge amounts of money picking up litter. This money could be better spent on supporting the elderly or on affordable housing."

The A36 and A303 were not included in the recent sweep of rural roads but are due to be cleared over the next few weeks ahead of grass cutting.

3. Household Recycling Centres

Please see appendix 2



AD 979

Amesbury Town Council

The Bowman Centre, Shears Drive, Amesbury, Wiltshire, SP4 7XT

Telephone 01980 622999

Email: amesburyclerk@btconnect.com



AD 979

Dear

Pharmaceutical Service in Amesbury

Having received numerous complaints from residents regarding experiences at the two Boots Pharmacies in town, councillors feel compelled to highlight issues that must be rectified before external pressures result in an error that has grave consequences.

Amesbury is situated in a rural area, with 30,000 people potentially being served by three pharmacies – two in Amesbury, one in nearby Durrington. Four thousand service personnel plus their families are to be relocated to Salisbury Plain over the next five years. The largest number of these will come to Larkhill, for whom Amesbury is their main town.

Problems with the service have escalated over the past two years, possibly exacerbated by the large housing development (**how many houses????**) on the south side of the town. The increase in patient numbers at the GP's surgeries obviously affects the demand at the pharmacies. Levels of stock and capacity to deliver the required level of service is in question, with a waiting time for the preparation of prescriptions now having reached up to 2 hours, with regular queues lasting above 1 hour, sometimes resulting in customers being turned away.

Today's requirement for the pharmacist to respond to requests for confidential advice must add to the pressure on timely delivery of prescriptions.

Amesbury Town Council is aware of residents who are now avoiding the local pharmacies and travelling to larger towns and out-of-town facilities. This situation is totally inadequate when dealing with members of the public who are incapacitated and in need of medical relief.

Councillors would appreciate a speedy response to their concerns with reassurance that the situation in Amesbury will be resolved to provide an efficient, effective service for local residents.

Yours

www.amesburytowncouncil.gov.uk

Household Recycling Centres (HRCs) – changes to operating hours.

We are proposing to change the opening hours of our 11 household recycling centres (HRCs).

All proposals are subject to a final decision on the matter and may therefore be varied before the final decision is made.

The proposed changes will see at least one HRC open on all seven days in each of the four areas (north, east, south and west Wiltshire).

It is proposed that all HRCs will open on Saturday, Sunday, and Monday, which are the days when usage is at its highest, along with two additional week days.

It is also proposed to reduce HRC opening hours to 10am to 4pm.

There are no plans to permanently close any sites.

Any proposed changes are expected to come into operation on 8 June 2015.

Frequently Asked Questions

Why are you changing the opening hours of the HRCs?	Central government has cut the allocation of funding to Wiltshire Council by more than £15m this year. This, combined with the rise in demand for key services, the growth in the number of households, and inflation, means the council has to save £30m. Tough choices have to be made including the review of opening hours of our 11 Household Recycling Centres (HRCs).
When do the changes to HRC operating times start?	It is proposed that new operating hours will be introduced from Monday 8 June 2015.
Why are the operating times changing?	<p>The proposal is that from 8 June 2015 all 11 HRCs will be open for five days each week. This will include Saturday, Sunday and Monday. The proposed new opening times will be 10am to 4pm.</p> <p>It is proposed that each site will be closed for two days during the week on rotation. This means that, under the proposals, at least one HRC will be open in the north, east, south and west of the county every day.</p>
Where can I find the new opening times for my local HRC, and the days it will be closed?	You can check the opening times of all of our HRCs on our website at www.wiltshire.gov.uk Once the final decision on the new opening hours is made they will be clearly advertised on our website and at the individual HRCs.

How did you choose the days that the HRCs will close?	Information about the number of users visiting the sites each day shows that HRCs are used more at weekends, than mid-week. It is proposed that sites will close on the days they are used least.
How much will these changes save?	Should the decision be made to implement the proposals it is expected that the new opening hours will save around £300,000 per year.
Will this affect recycling rates?	<p>The council does not expect a significant reduction in recycling rates as a result of the proposals. Most waste is taken to HRCs at the weekend when it is proposed that all sites will be open. Material that comes in during the proposed new operating times will continue to be separated for recycling. On average, 79%* of the materials brought to HRCs is diverted from landfill.</p> <p>The council will continually monitor recycling rates to understand the impact of any proposed service changes.</p> <p>*data for April-Dec 2014</p>
Will the sites be busier when garden waste collection charges come in?	<p>Before 2012, people in north, east and south Wiltshire paid for garden waste collections. We know how many tonnes of garden waste were taken to these HRCs at that time and have planned to ensure they can take similar amounts of garden waste once the charge comes in.</p> <p>You could sign up for a charged garden waste collection from 1 April 2015 at www.wiltshire.gov.uk/gardenwaste</p> <p>Alternatively you could buy a subsidised food waste digester which will successfully compost garden waste as well as food waste. For details visit: www.wiltshire.gov.uk/rubbishandrecycling/rubbishhomecomposting</p>
What HRC services are the council legally obliged to provide?	The council is required to provide places where its residents can dispose of their household waste free of charge. The number of sites provided is for the council to determine, as are the operating days and times.
Will flytipping increase as a result of the reduced HRC operating times or charging for garden waste?	The council does not expect a significant increase in fly tipping. We hope that most residents will either pay for the new garden waste service, compost at home or continue to use their HRCs. We will continue to monitor the number and nature of fly tipping cases.
Will subsidised home composters still be available?	Yes, the council will continue to offer subsidised food waste digesters which will also compost garden waste. This is a good alternative to paying for a collection or taking garden waste to the household recycling centre. You will also create great compost to use at home. For details visit:

	www.wiltshire.gov.uk/rubbishandrecycling/rubbishhomecomposting
Will I still be able to take garden waste to the household recycling centre?	<p>Yes, you can continue to take your garden waste to any of Wiltshire Council's household recycling centres free of charge. Please check the opening hours of your nearest household recycling centre before visiting. For details: http://www.wiltshire.gov.uk/rubbishandrecycling/rubbishrecycling/rubbishrecyclingcentres The council will continue to offer subsidised food waste digesters which will also compost garden waste. This is a good alternative to paying for a collection or taking garden waste to the household recycling centre. You will also create great compost to use at home. For details visit: www.wiltshire.gov.uk/rubbishandrecycling/rubbishhomecomposting</p>
What is the advice re: bonfires?	<p>The council provides the following advice on bonfires - http://www.wiltshire.gov.uk/communityandliving/publicprotection/pollutionandnoise/airandwaterpollution/bonfiresandsmokepollution.htm</p>
What happens if I can't get to a household recycling centre?	<p>The council offers subsidised food waste digesters which will also compost garden waste. This is a good alternative to taking garden waste to the household recycling centre. You will also create great compost to use at home.</p> <p>There are charities in Wiltshire that will take furniture and some electrical goods for refurbishment.</p> <p>The council also offers a bulky household waste collection service.</p> <p>There is a kerbside collection of many recyclable materials. If you are struggling to cope with the services the council offers please contact the council for further advice.</p>
Have you considered the environmental impact of residents driving further to use an available HRC?	<p>Yes. We hope residents will plan to use their local HRC where possible. We have worked to ensure that the proposed opening hours mean that at least four sites will be open on the quietest day of the week if a journey cannot be rearranged. It is proposed that all sites will be open on Saturdays, Sundays and Mondays.</p>

**AMESBURY AREA BOARD
28 MAY 2015**

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2014/15

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2015/16.

2. Background

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. Similarly, the Area Board is invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2015/16.

3. Main Considerations

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget of Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. In 2014 all Area Boards appointed Local Youth Network (LYN) Management Groups to coordinate wider LYNs, sub-groups of the Area Boards, to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C and may be reviewed by the Leader on an annual basis.
- 3.3. Some Area Boards also established Shadow Community Operations Boards to discuss and facilitate the development of Campus proposals. Similarly these groups were established as part of the Council's corporate programme for Campuses and so the Terms of Reference cannot be amended.
- 3.4. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

4. Financial and Resource Implications

4.1. None.

5. Legal Implications

5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required.

5.2. Protocol 3 of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Environmental Impact of the Proposals

6.1 None.

7. Equality and Diversity Implications

7.1 None.

8. Delegation

8.1 Under Wiltshire Council's constitution (Part 4, paragraph 5), appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

8.2 The appointment of Councillors and other representatives to working groups operating under the Area Board is a matter for the Area Board to determine.

9. Recommendation

9.1 The Area Board is requested to:

- a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
- c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.

Report Author:
Jessica Croman – Jessica.croman@wiltshire.gov.uk

Appendices:

Appendix A – list of appointments to Outside Bodies

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

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

Unpublished background documents relied upon in the preparation of this report

None.

WILTSHIRE COUNCIL OUTSIDE BODIES

Outside Body Title (A to Z)	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Representative (s)
Amesbury Local Youth Network (LYN)	Area Board - Amesbury	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	Up to 2	Cllrs Fred Westmoreland
Stonehenge World Heritage Site Steering Group	Area Board - Amesbury	To provide Area Board and local representation on the group	TBC	3 times per year	No	1	Cllr Ian West and Cllr Fred Westmoreland
Tenants Panel	Area Board - Amesbury	So tenants Panel can inform board and be informed of issues in the area concerning council tenants	To promote & Represent the interest of all Council Tenants	Every 6 Weeks	No	1	Cllr Mike Hewitt

Appointments to Working Groups Amesbury Area Board

Community Area Transport Group:

- John Smale
- Mike Hewitt
- Ian West
- Graham Wright

Shadow Community Operations Board:

- Fred Westmoreland

LYN Management Group

- Cllr Fred Westmoreland
- Elaine Corner- Duke of Edinburgh- VCS
- Darren Grinter- Youffie- Amesbury Baptist Church
- Tina Osbourne- Police
- Luke Clifford- Young person
- Corinne Clifford- Parent
- Becky Lock- Durrington BP
- Robert Hart- Young person
- Dione Mitchell- Young person
- Georgia Howitt- Young person
- Amy Pugh- Larkhill YG
- Sean Rennie- Durrington Town Council
- Dave Roberts- Community Area Manager
- Jenny Bowley- Community Youth Officer
- Gemma Howell- Community Youth Officer

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

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

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

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

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

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

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

Appointment of CATG Members

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

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

Media Relations

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

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

Meetings

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

Officer Support

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

Terms of Reference

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

The CATG's terms of reference are set out below.

Terms of Reference

1. Small scale transport schemes – discretionary funding

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

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

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

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

(Cabinet Member Decision HT-026-11)

3. Speed Indication Devices

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

(Cabinet Member Decision HT-023-11)

4. C & UC roads speed limit review

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

(Cabinet Member Decision HT-027-11)

5. Waiting restrictions

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

(Cabinet Member Decision HT-031-11)

6. Other decisions

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

CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

Campus & Operational Estate Management Workstream

Draft Terms of Reference for Shadow Community Operations Board

1 Background

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

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

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

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

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

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

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

2 Campus Management Principles

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

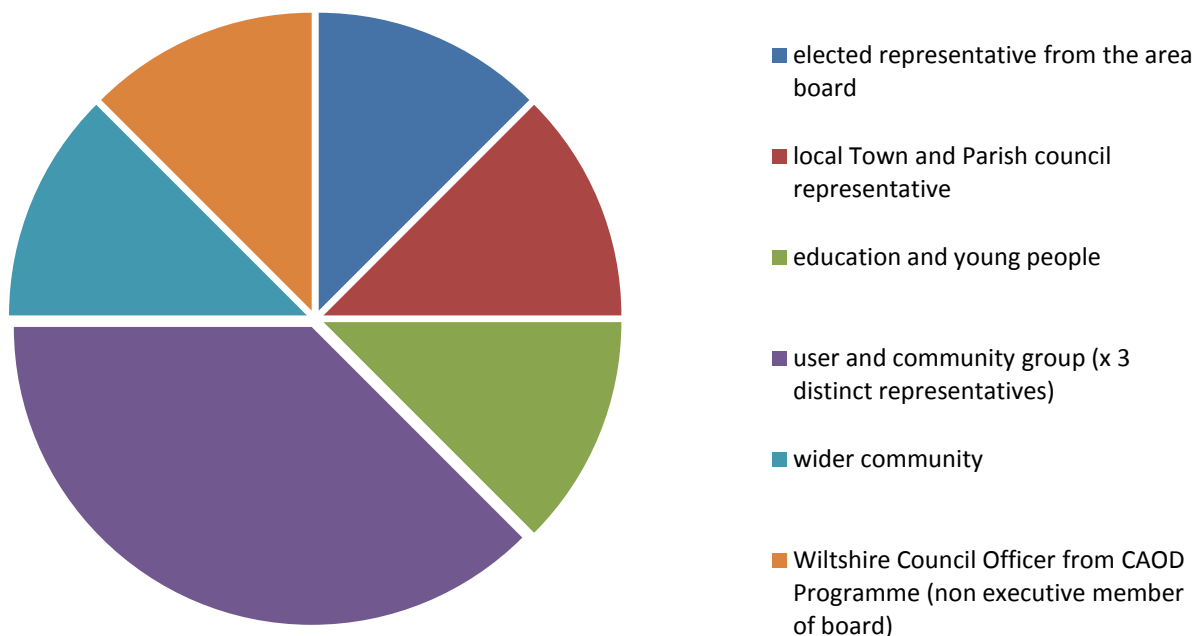
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive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

Version3 – 5/4/11

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

3 Membership

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



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

4 Roles and responsibility

4.1 Community leadership & engagement

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

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

4.2 Responsibility for outcomes

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

4.3 Project coordination and reporting

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

4.4 The role of Wiltshire Council

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

5 Outcomes

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

6 Confidentiality

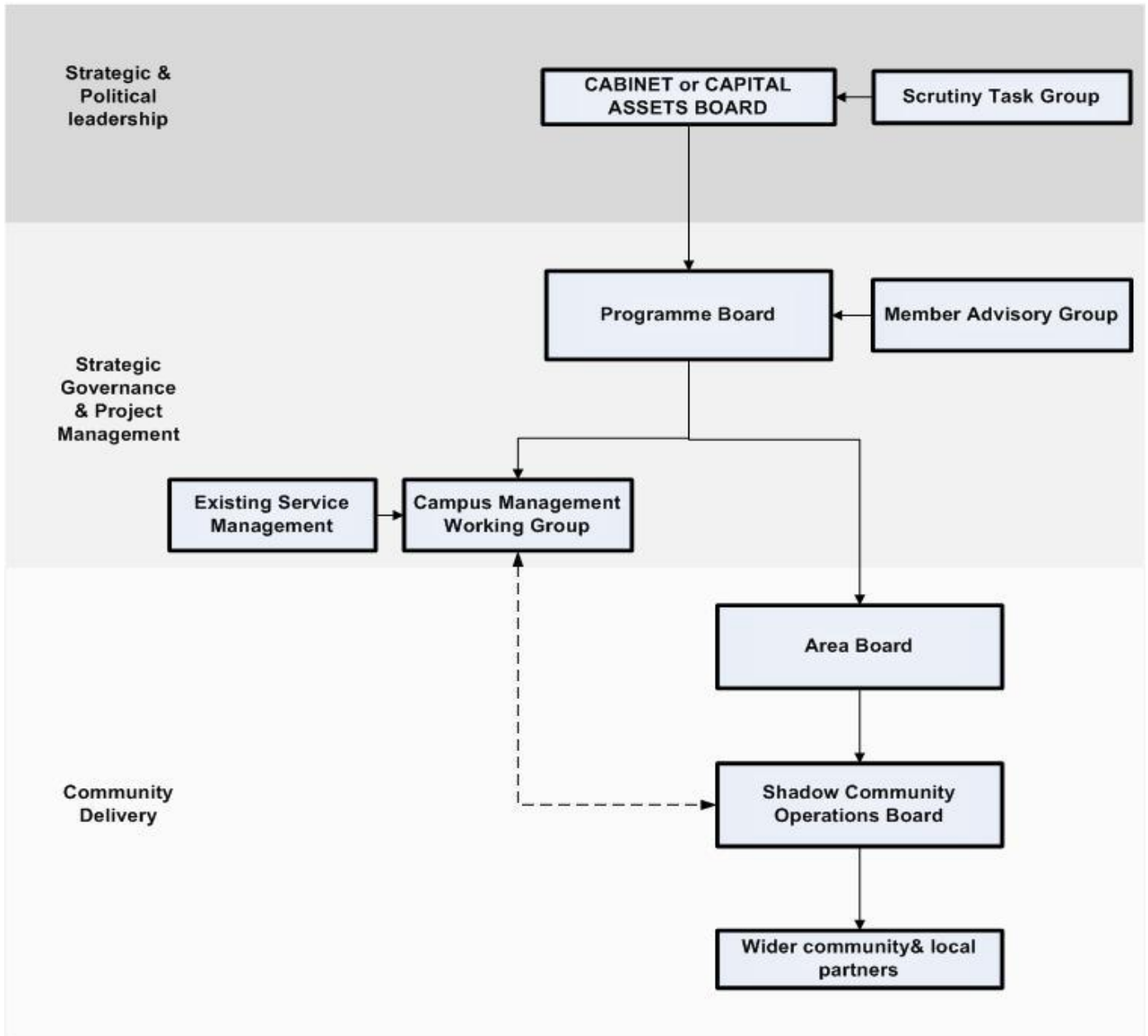
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or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

7 Governance Arrangements

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

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

Preliminary Management Project Governance Arrangements



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.

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Briefing for the Amesbury; Devizes and Pewsey Community Area Boards - May 2015

Fatal fire – Amesbury

On Sunday 5th April at 6.54pm Wiltshire FRS mobilised to reports of 'smoke issuing' at an address in Coltsfoot Close, Amesbury. Fire crews from Amesbury and Salisbury were mobilised. On arrival the first responding crew; from Amesbury, identified that despite attempts by a member of the public to rescue the occupier of the property the occupier had succumbed to his injuries and died.

A fire investigation was conducted by Wiltshire FRS investigators, in support of Wiltshire Police, and identified that the cause was accidental (although this will be formally determined by the Coroner).

Countdown to Dorset and Wiltshire Fire & Rescue Service combination began on 1st April

Wiltshire & Swindon and Dorset Fire Authorities started the one year countdown to their combination after successfully securing the support of the public, constituent authorities and the Secretary of State. The new Dorset and Wiltshire Fire & Rescue Authority officially came into being in shadow status on 1 April 2015 and will replace the two existing Authorities on 1 April 2016.

This combination is the first of its kind in the fire sector and will help to secure the future direction and development of both Wiltshire and Dorset Fire & Rescue Services as well as the continued safety of the public in the two counties.

The combination will make substantial savings of between £4-6 million per year, which will help us to protect frontline services as much as possible and continue to develop the services we provide to the community in the most efficient way. The combination will allow the two authorities to come together to build a safe, strong and resilient combined Fire & Rescue Service fit for the future.

Warning over mirror danger

Wiltshire Fire & Rescue Service is again warning against the dangers of sunlight reflecting off mirrors and glass ornaments.

There have been a number of incidents where fires have broken out in homes as a result of the sun's rays being reflected onto fabric or other flammable material.

A wooden cabinet within a property in Trowbridge was badly scorched when sunlight refracted through a glass paperweight. A crew from Salisbury was called to commercial premises in Catherine Street, where carpet within a window display had been set alight by sunlight refracting through a round glass ornament.

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A mirror or any other glass object - such as an ornament - that is curved, allows the glass to act as a lens. When the sunlight hits it, it becomes concentrated and, if the rays are bounced onto something flammable - such as curtains or soft furnishings - then a fire can start.

Wiltshire Fire & Rescue Service has a wealth of home fire safety advice on its website www.wiltshire.gov.uk/safetyinthehome

In addition, the Service offers free home fire safety checks where householders are given bespoke advice on how best to keep themselves safe from the risk of fire. To see if you qualify for a visit, call 0800 389 7849 or visit www.wiltshire.gov.uk

NOT PROTECTIVELY MARKED **New firefighters needed**

On-call firefighters are still needed for Marlborough; Malmesbury, Pewsey, Royal Wotton Bassett and Tisbury fire stations.

If you live or work in any of these towns and are interested in becoming an on-call firefighter, then Wiltshire Fire & Rescue Service wants to hear from you!

The crews in these towns need more people to provide fire cover. On-call firefighters make themselves available to respond to a pager when a 999 call is made, and cover is needed at all times.

Contracted hours can vary, but on-call personnel usually make themselves available for between 48 and 120 hours per week. Between them, each fire station team will provide cover for weekdays, evenings, nights and weekends.

If you are interested in being an On Call firefighter, visit www.wiltshire.gov.uk/workingforus

Michael FRANKLIN
Partnerships & Community Engagement Manager

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Report to	Amesbury
Date of Meeting	28/05/2015
Title of Report	Community Youth Grants

1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Amesbury Area Board.

Application	Grant Amount	
Applicant: Wessex Community Action Project Title: Amesbury Youth Cafe	£10769.00	
Applicant: BRIDGING PROJECT- Durrington Town Council Project Title: Bridging Project	£4286.00	
Total grant amount requested at this meeting	£15055	
Total amount allocated so far	£7662	

2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2014/15 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2014/2015.

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

Community Youth Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.

3. The applications

Applicant: Wessex Community Action Project Title: Amesbury Youth Cafe	Amount Requested from Area Board: £10769.00	
This application meets grant criteria 2014/15.		

Project Summary:

This is a centrally based youth drop-in cafe catering for the needs of a wide cross section of 13-19 year olds on Tuesday and Friday evenings. Transport can be provided on an On Demand basis to take young people to and from the fully equipped premises. We are building on the initial 3 months of this growing facility for young people.

Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community:

The Youth Cafe is open to all and free to attend, with free transport being provided on demand from a variety of rural places. Local people are volunteering at the cafe and we signpost young people to other activities which are taking place locally, delivering positive activities. The cafe is widely advertised especially in all the local schools and using social media. We have had 14 different young people through the doors on a regular basis and last week we had 30 young people came to an evening with the police running a games night with Xboxes and a projector.

Local Youth Network report

The Local Youth Network met on Wednesday the 13th of May and considered the application for the Amesbury Youth Café. The youth leader and three of the regular young people spoke about the Café.

The group discussed the application at length and scored using the provided scoring sheets. The score was 74 out of a possible 100. The LYN were happy to approve the funding for the café minus the £2600 for the bus service. Concerns were raised about the on demand bus as there was not adequate staff to run it safely. Before the funding is granted the LYN would also like to see that all correct policies are in place, including DBS checks for members and safeguarding training certificates.

The Local Youth Network recognises that the limit for the Youth Grants scheme is £5,000, although exceptional cases that have elected members support. In this instance the councillors were aware of the grant prior to the Local Youth Network meeting, and supported it being discussed at the Local Youth Network management meeting.

The Local Youth Network would like to recommend to the area board that they fund the project minus the transport costs at a total of £8169. This would be released once the Local Youth Network is satisfied the appropriate policies are in place, along with DBS checks and safeguarding training.

The Local Youth Network would welcome another grant from the Amesbury Youth Café in the future.

Applicant: BRIDGING PROJECT Project Title: Bridging Project	Amount Requested from Area	
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	Board: £4286.00	
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This application meets grant criteria 2014/15.

Project Summary:

The Bridging Project is a youth group for Young People with disabilities aged 13-25. We provide a range of positive activities for Young People to engage, develop new skills and build confidence in a safe and welcoming environment. We manage this group for and with Young People.

Please tell us WHO will benefit and H Our group is continuing on from the existing bridging project previously ran by

We are currently a small group with an aspiration to grow. The sessions we provide under the new community led model are providing positive activities for young people where they are actively involved with planning, participation and evaluation.

We aim to continue to provide a safe and welcoming environment for young people, where they are empowered and valued. Offering them information, advice and guidance and an opportunity to make a difference in a fun way.

At the start of the community led model we held a meeting with YP and their parents to discuss how they wanted to move the group forward. It was agreed that the group was still needed so with the immediate support from Durrington Town Council we were reinstated and now here we are. The young people have been so patient and understanding with all the changes and having to use another groups resources and building. We have planning sessions where young people share their ideas of what they want to do and then its our role to try and provide such activities. Some of the activities that have been delivered; cooking; arts and crafts; team games; group work activities around challenging views and opinions on sexual discrimination; informative discussions on sex and relationships and sexuality; guidance provided to young people about their pathways onto further education; sharing of information about 'safe place' and the ICE cards; informal police visit and so much more.

We began the sessions with 6 young people and have recently had 2 new members. The range of ages of our members are 13-19 but we welcome young people with disabilities aged 13-25. Our members are from the local areas; Durrington; Amesbury and Shrewton and attend the local schools and colleges. The group is managed by 2 youth workers and 2 volunteers.

We are looking to expand the group through advertising within the schools via the pastoral tutors and SENCO's in both Durrington and Amesbury. We would like as many young people as possible to benefit from these sessions.

To make our group more sustainable we are looking to introduce an entrance fee in addition to our tuck shop that young people manage with

support which is currently shared with Kids Friday Club.

Because of all the recent changes our young people have become passionate about being involved, leading one of our young people to becoming a member on the LYN.....Fantastic!! A couple of our other members and volunteers have recently supported the LYN Event. We would like this type of community involvement to continue. We would like to provide the opportunity of peer mentoring for all young people; our group mentoring others and other young people being mentors within our group.

For this group to develop we need to secure permanent premises with age appropriate resources and opportunities. With these hurdles to jump we are working closely with Wiltshire Council, Avon Valley College, Durrington Town Council and the community youth officers to secure premises and resources.

Our group has also had the offer of support from Mencap, Barnardos and Larkhill youth services, all offering different sources of funding which we will explore during the year.

Through working closely with others we are building good relationships within our community.

Local Youth Network report

The Local Youth Network considered the grant at their meeting on the 13th May. The grant was scored using the designated scoring sheets and was awarded 89/100. The two leaders of the group attended with a young person. They had also sent an evaluation document which included young people's feedback which supported the application.

The Local Youth Network were supportive of the group and discussed if there was anything they could do to help the process of the Bridging Project moving back into their old venue. This would enable them to advertise wider and offer more within their sessions.

The Local Youth Network would like to recommend to the area board to fund the Bridging Project for the full amount of their application which will ensure a year's provision.

Report Author:

Gemma Howell and Jenny Bowley
Community Youth Officers
Amesbury Area Board
01225 713000

WILTSHIRE COUNCIL

AMESBURY AREA BOARD, 28th May 2015

UPDATE FROM COMMUNITY AREA TRANSPORT GROUP (CATG)

1. Purpose of the Report

1.1. To provide an update from the CATG that took place on 13th May 2015

2. What is the CATG?

2.1 Each Area Board has set up a CATG to give local people a way to have a say about highways issues and priorities in the local area and how money should be allocated to support transport and highway improvements. The CATG meets quarterly to consider proposals submitted by the public and parish and town councils, and to recommend those schemes that can be taken forward in any one year.

3. Budget for CATG Schemes

3.1. The remaining and approved budget for 2015/16 is £14,500

4. Recommendations form CATG

4.1 To note this update report, and the attached notes from the latest CATG meeting.

4.2 To confirm support for the following requests outlined in 4.3 and 4.4 below which were put forward for funding at the 13th May 2015 CATG meeting.

4.3 The remaining budget for 2015 /2016 available to CATG is £14,500. After careful consideration CATG recommends to the Amesbury Area Board that any future projects arising through CATG funding should be supported by parish councils and will require match funding of a minimum of 10% with an aspiration of 25%. It was recognised that not all parish councils will be in a position to match fund to this degree owing to the population and households. This figure can be adjusted to take account of the conditions and set locally by CATG.

4.4 The CATG discussed a scheme to amend the waiting restrictions in Amesbury Town Centre. The proposals include (amongst others) removing the unused overnight Taxi bay restriction so that the parking bays could be used by all vehicles, an additional no waiting at any time restriction and also the provision both a Disabled and Loading bay in the High Street. After careful consideration the CATG resolved to recommend to the area board to support the scheme and agreed to fund the works at a cost of £2,000 subject to a contribution from Amesbury TC of not less than 10%.

5. **Reasons for Recommendations**

- 5.1 These recommendations have been supported by parish councils. They have also been discussed and supported by CATG and fit in with wider plans to improve the community area.

Dave Roberts, Amesbury Community Area Manager

Notes

Amesbury Community Area Transport Group

Meeting: 13th May 2015

Attendees:

Cllrs, Mike Hewitt (Chairman), John Smale, Maureen Atkinson, Jan Tidd, Bill Thomas, Andy Williams, Carol Slater

Dave Roberts Amesbury Community Area Manager) and Julie Wharton (Transport Engineer)

	<u>Item</u>		<u>Action</u>
1.	<u>Apologies</u>	Cllr Fred Westmoreland, Cllr Ian West, Cllr G Wright. D Hassett, A Cole and J Baker	
2.	<u>Minutes of Previous Meeting</u>	The notes of the previous meeting held on 17 th February 2015 were accepted as a true record.	
3.	<u>SID Deployment Programme</u>		
	Cabinet has made a decision to cease funding for deployment of SIDs. We are still waiting for a report and decision on the long term future of this programme. CATG urged cllrs to press on this and bring results back to CATG.		Cllrs
4.	<u>Budget2015 / 2016</u>		
	The remaining budget for 2015 /2016 available to CATG is £14,500. After careful consideration CATG recommends to the Amesbury Area Board that any future projects arising through CATG funding should be supported by parish councils and will require match funding of a minimum of 10% with an aspiration of 25%. It was recognised that not all parish councils will be in a position to match fund to this degree owing to the population and households. This figure can be adjusted to take account of the conditions and set locally by CATG.		
5.	<u>Current / Ongoing Schemes</u>		
1	<u>Salisbury Rd, Bulford to Solstice Park – new cycleway</u>	Land owner negotiations are still ongoing. However, negotiations with MoD are taking longer than anticipated. Once designs are agreed it can be moved to planning stages.	JS JW
2	<u>Winterbourne Earls – assisted crossing</u>	JW has had to make several changes to the designs and hopes to have them accepted soon.	JW
3	<u>Gaters Lane, Winterbourne Gunner</u>	The work should be completed soon.	JW
4	<u>Bulford – various crossing sites of concern</u>	The improvement measures agreed had been commissioned and would be completed in due course.	JW

5	Wyle PC request for bollards and no parking signs	CATG and area board agreed to fund this project with a 10% contribution from the parish council. JW to place an order for this work to be completed.	JW
6	Request for footpath and traffic calming measures to slow traffic approaching roundabout - Windmill Lane, West Gomeldon	JW stated that she has met with engineers. This site will need 4 way traffic control so will cause some traffic congestion but once started works should be completed in a timely fashion.	JW
7 Issue 3647	Pedestrian safety concerns at Bulford St Leonard's Primary School	This was agreed at area board on 29 th January. Julie to arrange survey. A survey has now taken place and a report should be complete in time for the next CATG.	JW
8 Issue 3778	Speed of traffic and speed limit Milston Road Netheravon	Figheldean PC has now stated that it supports the views of the complainant and would like CATG to explore what can be achieved. JW to visit the site and report to next CATG	JW
5		<u>New Issues raised since last meeting</u>	
1	Request for no turning signs at Newton Toney	CATG discussed this issue at length. JW to visit the site and bring observations to next meeting	JW
2	Various waiting restrictions in Amesbury Town Centre	The CATG discussed a scheme to amend the waiting restrictions in Amesbury Town Centre. The proposals include (amongst others) removing the unused overnight Taxi bay restriction so that the parking bays could be used by all vehicles, an additional no waiting at any time restriction and also the provision both a Disabled and Loading bay in the High Street. After careful consideration the CATG resolved to recommend to the area board to support the scheme and agreed to fund the works at a cost of £2,000 subject to a contribution from Amesbury TC of not less than 10%.	DR JW
3.	Request for repeater sign Berwick St	It was agreed that a sign can be installed at this location. JW to order the sign	JW

	James		
7.	Date of Next Meeting – Thursday 16 th July 10.00 Venue to be confirmed.		DR

Report to	Amesbury Area Board
Date of Meeting	28th May 2015
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider the following 5 grant requests:

1. Winterbourne Glebe Hall – £2,900.50 towards a total project cost of £5,801 to install audio – visual equipment to make the hall more sustainable.
2. Supporters of Amesbury Archers School - £950 to provide a garden for reception class.
3. Figheldean Villlage Community events - £790 towards a total project cost of £2,615.50 to purchase equipment to make village events more sustainable.
4. Wessex Community Circus - £5,000 towards a total project cost of £20,900 to purchase equipment to establish a series of mobile events for young people across the community area.
5. Wyllye Hall - £5,000 towards a total project cost of £10,000 to install a new floor and install audio- visual equipment to make the hall mopre sustainable.

1. Background

- 1.1. Area boards will allocate their delegated funds in accordance with any rules and guidance issued by the Leader of Wiltshire Council.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer’s recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The 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 wish to link funding to local priorities, including those identified in their Community Plan, Community Area Joint Strategic Assessment and any other community based consultative work.
- 1.5. The community area grants budget has been approved for 2015/2016 for

community area grants, digital literacy grants, community partnership core funding, area board operational funding and area board/councillor led initiatives.

- 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. Applications of up to and including £1,000 can be made for a Community Area Grant, which do not require matched funding. Amounts of £1,001 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.8. A ring-fenced budget of £1,500 has been provided specifically for Digital Literacy Grants, although the area board may spend more. Up to £500 per project is available for capital 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 [here](#).
- 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. Officers provide advice on how the application meets with the scheme's criteria, but the decision to support applications is made by Amesbury area board councillors.
- 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 the Amesbury 'Our Community Matters' [blog-site](#). Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

Background documents used in the preparation of this report	Amesbury Area's Community Plan Priorities Amesbury Area Joint Strategic Assessment
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2. Main Considerations

- 2.1. Councillors must 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 2015/2016 are made to projects that can realistically proceed within a year of the award being made.
- 2.3. There will be a further 4 area boards to consider funding in the 2015/16 financial year.

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 Amesbury Area Board.

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 of the funding report.

8. Grant Requests

Ref	Applicant	Project proposal	Funding requested
8.1.	Winterbourne Glebe Village Hall	To purchase and install audio – visual equipment	£2,900.50

- 8.1.1. This application is for £2,900.50 towards a total project cost of £5,801 to purchase and install new audio – visual equipment in the hall.
- 8.1.2. The application has been appraised by the Community Area Manager and meets the grants criteria.
- 8.1.3. This equipment will make the hall more attractive for users to stage conferences and other meetings so should help to contribute towards making the hall more sustainable into the future.
- 8.1.4. This is a request for capital funding.
- 8.1.5. This project goes some way to achieving targets in the JSA. Facilities that bring older and young people together.
- 8.1.6. This project is supported by the parish council.
- 8.1.7. If funding is not granted this project will be delayed until alternative funding can be found.

Ref	Applicant	Project proposal	Funding requested
8.2.	Supporters of Amesbury Archers school	To provide a garden project	£950

- 8.2.1. This application is for £950 towards to provide a garden project that will enable children to enjoy and appreciate gardening.
- 8.2.2. The application has been appraised by the Community Area Manager and meets the grants criteria.
- 8.2.3. This is considered an essential piece of equipment to maintain an acceptable social area.
- 8.2.4. This application is for capital funding.

- 8.2.5. This application goes some way to achieving targets set out in the JSA. Improving recreation activities.
- 8.2.6. If funding is not granted this project will be delayed until alternative funding can be found.

Ref	Applicant	Project proposal	Funding requested
8.3.	Figheledean Village Community Fun Day	To purchase a PA system and other equipment	£890.50

- 8.3.1. This application is for £790.50 towards a total project cost of £216.50 to purchase a PA system and other associated equipment to stage an annual fun day in the village.
- 8.3.2. The application has been appraised by the Community Area Manager and meets the grants criteria.
- 8.3.3. This application is for capital funding.
- 8.3.4. This application goes some way to achieving targets in the JSA. Help arts and cultural groups to enable them to access cultural activities.
- 8.3.5. In previous years this group has had to fund raise to hire equipment. If this application is successful it will enable the group to be more sustainable in the future and release the burden of having to fund raise just to stage the event.
- 8.3.6. If funding is not granted this project will be delayed until alternative funding can be found.

Ref	Applicant	Project proposal	Funding requested
8.4.	Wessex Community Circus	To purchase equipment to stage a series of mobile events across the community area	£5,000

- 8.4.2 This application is for £5,000 towards total project costs of £20,900 to purchase new equipment and stage a series of events across the community area. These will include a Tumble Track, Alternative Dance, Free Running (Parkour), Circus Skills and Music workshops.
- 8.4.1. The application has been appraised by the Community Area Manager and meets the grants criteria.
- 8.4.2. This application is for capital funding.

- 8.4.3. This application goes some way to achieving targets set out in the JSA. Improving leisure and sporting facilities and provides opportunities to demonstrate the positive contribution that young people can make to the community.
- 8.4.4. This group has a good track record for delivering projects across the south of the county of Wiltshire and beyond.
- 8.4.5. If funding is not granted this project will be delayed until alternative funding can be found.

Ref	Applicant	Project proposal	Funding requested
8.5.	Wyllye Hall	To install new floor and audio – visual equipment	£5,000

- 8.5.1. This application is for £5,000 towards a total project cost of £10,000 to install a new floor and audio – visual equipment in the hall.
- 8.5.2. The application has been appraised by the Community Area Manager and meets the grants criteria.
- 8.5.3. This application is for capital funding.
- 8.5.4. This application goes some way to meeting targets in the JSA. Improve facilities that bring older and YP together.
- 8.5.5. This equipment will enable the hall to advertise for and attract more groups to use the hall for conferences and meetings and will contribute towards the longer term sustainability of the hall.
- 8.5.6. If funding is not granted this project will be delayed until alternative funding can be found.

Appendices	Appendix 1 - Winterbourne Glebe Hall application Appendix 2 - Supporters of Amesbury Archers School application Appendix 3 - Figcheldean Village Hall application Appendix 4 - Wessex Community Circus application Appendix 5 – Wyllye Hall application
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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.

Report Author	Dave Roberts Community Area Manager Tel: 07979318504 Email: dave.roberts@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

Area Board Name	Amesbury Area Board		
Your Name	Cllr Graham Wright Cllr John Noeken		
Contact number		e-mail	graham.wright@wiltshire.gov.uk

2. The project

Project Title/Name	Bluez N Zues disco
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<i>This is an event supported by Wiltshire Council across the county. This one based in Durrington has been very successful with over 60 young people attending the last one. This project goes some way to developing positive relationships between the young people, adults and local police. Wiltshire Police organise and attend these sessions and have identified that some young people are in need of transport to and from the event for safety reasons and to be able to get to and from the event in a timely fashion otherwise they would be unable to attend owing to the amount of time it would take to get to and from the event and lack of other transport opportunities.</i>
Where is this project taking place?	<i>This project takes place at Durrington Working Men's Club.</i>
When will the project take place?	Once per quarter throughout 2015 and into 2016
What evidence is there that this project/activity needs to take place/be funded by the area board?	Making a positive contribution to the community is a priority from the Amesbury JSA. Wiltshire Police provide funds in terms of officer time but do not have funds for transport.

How will the local community benefit?	YP will be able to demonstrate the positive contribution they can make in the community. This is a Amebury Area Board priority from the JSA. These projects have also been able to demonstrate a reduction in anti social behaviour.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	This links to a priority in the JSA for YP to make a positive contribution.		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	JSA priority positive leisure time activities and healthy lifestyles.		
What is the desired outcome/s of this project? Reduction in anti social behaviour and positive relationships between YP and Wiltshire Police.			
Who will be responsible for managing this project? Wiltshire Police			
3. Funding			
What will be the total cost of the project?	£		
How much funding are you applying for?	£ 500 for the financial year		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	TBC		
4. Declaration – I confirm that...			
<input checked="" type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input checked="" type="checkbox"/> 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			
Name: Cllr G Wright		Date: 12/05/2015	
Position in organisation: Cllr			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

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

Area Board Name	Amesbury Area Board		
Your Name	Cllr John Noeken		
Contact number		e-mail	john.noeken@wiltshire.gov.uk

2. The project

Project Title/Name	Amesbury Litter Pick
Please tell us about the project /activity you want to organise/deliver and why?	<p><i>Litter is an issue in the Amesbury Community Area and in particular in and around the town centre. Many Town and Parish councils are being encouraged to become more resilient and make changes to their environment utilising support from volunteers in the local community. Amesbury Town Council want to foster this approach but also build relationships and partnerships with local organisations, the business community and Wiltshire Police. Amesbury TC, Wiltshire Police, Local Businesses and Amesbury Area Board is organising a fund day / litter pick in the summer. This will take the form of a litter pick followed by a BBQ / fund day and a serious element of Wiltshire Police providing basic information on personal safety.</i></p> <p><i>Important: This section is limited to 900 characters only (inclusive of spaces).</i></p>
Where is this project taking place?	<i>The Bowman Centre in Amesbury will be the base for this activity.</i>
When will the project take place?	July 2015
What evidence is there that this project/activity needs to take place/be funded by the area board?	<i>.Making a positive contribution to the community is a priority in the Amesbury JSA. Litter is also a priority for the area board as identified in the last JSA.</i>

How will the local community benefit?	YP will be able to demonstrate the positive contribution they can make in the community. This is a Amesbury Area Board priority from the JSA. Developing relationships between Wiltshire Police, local business community and residents. One completed residents will be encouraged to "adopt an area" to monitor keep clean or report.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	JSA priority Litter and YP making a positive contribution.		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	JSA priority Litter.		
What is the desired outcome/s of this project? Reduction of litter. Developing local resilience			
Who will be responsible for managing this project? CAM / Wiltshire Police / Amesbury TC			
3. Funding			
What will be the total cost of the project?	£ 600		
How much funding are you applying for?	£ 300		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
	Amesbury TC and partners		
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)			
4. Declaration – I confirm that...			
<input checked="" type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input checked="" type="checkbox"/> 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			
Name: Cllr John Noeken			Date: 12/05/2015
Position in organisation: Cllr			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			