

AGENDA

Meeting: DEVIZES AREA BOARD
Place: Devizes Sports Club, London Road, Devizes SN10 2DL
Date: Monday 26 January 2015
Time: 6.30 pm

Including the Parishes of All Cannings, Bishops Cannings, Erlestoke, Bromham, Devizes Town, Easterton, Etchilhampton, Great Cheverell, Little Cheverell, Market Lavington, Marston, Potterne, Roundway, Rowde, Stert, Urchfont, West Lavington and Worton

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 6.00pm.

Please direct any enquiries on this agenda to Libby Beale (Democratic Services Officer), on 01225 718214 or elizabeth.beale@wiltshire.gov.uk

or Richard Rogers (Community Area Manager), on 07771 547522 or richard.rogers@wiltshire.gov.uk

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

Press enquiries to Communications on 01225 713114/713115.

Wiltshire Councillors

Cllr Liz Bryant, (Bromham, Rowde & Potterne)
Cllr Peter Evans, (Devizes East)
Cllr Sue Evans, (Devizes North)
Cllr Richard Gamble, (The Lavingtons and Erlestoke)

Cllr Simon Jacobs, (Devizes and Roundway South) (Chairman)
Cllr Laura Mayes, (Roundway)
Cllr Philip Whitehead, (Urchfont and the Cannings) (Vice Chairman)

	Time
<p>1 Welcome</p> <p>To welcome those present to the meeting.</p>	<p>6:30pm</p>
<p>2 Apologies for Absence</p> <p>To receive any apologies for absence.</p>	
<p>3 Minutes (<i>Pages 1 - 10</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 24 November 2014 and the Special Meeting held on 1 December 2014.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements (<i>Pages 11 - 16</i>)</p> <p>To receive the following announcements through the Chairman:</p> <ul style="list-style-type: none"> • Consultation on the Stonehenge and Avebury World Heritage Site Management Plan. • Integrated Performance Management Report from the Clinical Commissioning Group. • Healthwatch Wiltshire- Monitoring Dementia services 	<p>6:35pm</p>
<p>6 Partner Updates (<i>Pages 17 - 22</i>)</p> <p>To receive updates from the following partners:</p> <ol style="list-style-type: none"> a. Wiltshire Police b. Wiltshire Fire and Rescue Service c. Health Services d. Devizes Campus Team e. Schools f. Town and Parish Councils 	<p>6:45pm</p>

7	<p>Wiltshire and Swindon Police and Crime Commissioner- Precept consultation</p> <p>To receive a presentation from the PCC Chief Finance Officer on the precept.</p>	7pm
8	<p>Devizes Community Area Partnership</p> <p>To hear about the work of DCAP, the future of the organisation and to consider any outstanding funding.</p>	7:10pm
9	<p>Gulls Working Group</p> <p>To receive an update and any proposals from the working group examining the gull problem in Devizes.</p>	7:15pm
10	<p>Area Board Projects (<i>Pages 23 - 26</i>)</p> <p>To provide further information on and consider funding for new projects the Area Board is championing in the local Area.</p> <ul style="list-style-type: none"> • Celebrating Volunteering <p style="margin-left: 40px;">To consider a Member initiative of £2,000 to support a volunteering day in Devizes</p> • 'Beat The Street' • SPICE Credits • Supporting young people with SEND <p style="margin-left: 40px;">To consider a Member initiative of £2,500 to undertake mentoring and promote apprenticeships.</p> 	7:25pm
11	<p>Local Youth Network (<i>Pages 27 - 64</i>)</p> <p>To receive an update from the Local Youth Network including the priorities identified for young people in the Devizes area.</p> <p>To formally approve the membership of the LYN Management Group and receive its minutes.</p> <p>To agree the transfer of £2,600 agreed expenditure from the Area Board general budget to the Area Board Youth Funding budget, for funding a film for SEND young people in the Devizes Area.</p> <p>To consider the following funding application for positive activities for young people:</p> <ul style="list-style-type: none"> • £250.17 towards a young person's art competition and 	7:40pm

exhibition

12 **Community Area Grants** (*Pages 65 - 94*)

8pm

Those who have received a grant previously will be asked to briefly outline how that funding was used and the benefits for the community before their current request is considered.

To consider the following applications for funding from the Community Area Grants scheme:

- Urchfont Village Hall- £5,000 for improvements to the hall and to allow a local surgery;
- Bishops Canning Cricket Club- £5,000 for a safe hut for storage;
- West Lavington Village Hall- £3,500 to rebuild and expand the BMX track;
- Devizes Bowls Club- £5,000 to build a verander and improve drainage;
- Devizes Outdoor Celebratory Arts- £1928 for equipment;
- Devizes Sports Club- £5,000 for improvements to the club.

13 **Community Area Transport Group (CATG)** (*Pages 95 - 114*)

8:20pm

To consider the update and any recommendations arising from the last Community Area Transport Group (CATG) meeting held on 12 January 2015.

The Area Board is requested:

- To note a report from Highways and Transport on the progress made on implementing road resurfacing and safety schemes in 2014/15
- To consider the list of proposed highway maintenance schemes in the Devizes area for 2015/16, and agree the final list for implementation
- To suggest any sites for inclusion in future year's highway maintenance and resurfacing programmes.

14 **Evaluation and Close**

8:30pm

Future Meeting Dates

Monday, 23 March 2015

6.30 pm

Devizes Sports Club, London Road, Devizes SN10
2DL

MINUTES

Meeting: DEVIZES AREA BOARD
Place: The Corn Exchange, Devizes
Date: 24 November 2014
Start Time: 6.00 pm
Finish Time: 7.50 pm

Please direct any enquiries on these minutes to:

Libby Beale (Democratic Services Officer), on 01225 718214 or
elizabeth.beale@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Liz Bryant, Cllr Peter Evans, Cllr Sue Evans, Cllr Richard Gamble,
Cllr Simon Jacobs (Chairman), Cllr Laura Mayes and Cllr Philip Whitehead (Vice
Chairman)

Wiltshire Council Officers

Richard Rogers (Community Area Manager)
Libby Beale (Democratic Services Officer)
Sally Willox (Community Youth Officer)
Maggie Rae (Corporate Director)
Russell Batten (New Housing)
Rhonda Ward (Head of Service- Adult Care Operations)
Sue Geary (Head of Performance- Health and Workforce)

Town and Parish Councillors

Devizes Town – Cllr Nigel Carter
Bromham – Jean Collins
Easterton – Chris Saunders
Erlestoke – S. Jonch
Rowde- Jackie Bawden

Partners

Wiltshire Police – Inspector Matt Armstrong
Wiltshire Fire and Rescue Service – Mike Franklin

NHS Wiltshire/ Clinical Commissioning Group- Dr Sanfordhill
Healthwatch Wiltshire- Mary Rennie
Community First- Philippa Read, A. North, Tim Looman
Devizes Community Area Partnership- Philip Mackie, Ian Rose, Kate Freeman
Campus Operations Board- Cllr Nigel Carter

Total in attendance: 58

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome</u></p> <p>The Chairman welcomed those present to the meeting.</p>
2	<p><u>Better Care Plan</u></p> <p>The Corporate Director, Maggie Rae, introduced the Better Care Plan which would centre on providing health and social care for the elderly and was considered increasingly necessary since Wiltshire residents were living longer.</p> <p>A video explaining the Better Care Plan was played followed by a Question and Answer session. During the session Dr Sanfordhill explained that the new Plan was already triggering change in Devizes as a paramedic was now on call in area to attend to patients earlier in the day, therefore reducing hospital stays. It was confirmed that there would be no new funding for the change in service but that money would be better spent and the effectiveness of having a paramedic on call would be monitored and reviewed. Under the new Plan elderly patients would be guaranteed a prompt 'Access to Care Assessment' if they were not receiving care in hospital.</p> <p>Thanks were given to Maggie Rae and Dr Sandfordhill for attending.</p>
3	<p><u>'Our Place'- Loneliness and Isolation Project</u></p> <p>The Chief Executive of Community First gave a presentation on the 'Our Place' project which she described as the voluntary sector response to issues raised by the Better Care Plan.</p> <p>The project would help to reduce levels of loneliness and isolation amongst the elderly as that was proven to be a cause of depression, increased smoking, drinking and early death. The aim of the project was to keep people fitter and in their own homes for longer by using a community-led approach to support elderly people to live healthy, fulfilled lives.</p> <p>The project would be funded locally and at least 45 people were expected to be helped each year. The project would be cost effective as only a small amount of funding would be needed, for example to pay for transporting isolated people to meet others. The project was in its planning phase which was expected to be finished by March 2015 when the group would bid for funding to get it started.</p>
4	<p><u>Health and Social Care Forum</u></p> <p>Apologies were received from Judy Rose who was unable to attend.</p>

5	<p><u>Chairman's Announcements</u></p> <p>The Chairman explained Wiltshire Council was reviewing its car parking service and had produced consultation documents which were available online, full details were available in the agenda pack.</p> <p>Cranfield University was undertaking research into outdoor space in Wiltshire, details of its survey were available in the agenda pack.</p> <p>The Chairman encouraged those present to attend a concert on Saturday 29 November in Devizes with excellent performances from young people.</p> <p>Cllr Philip Whitehead updated the Area Board on improvements to the canal towpath. The improvements were supported by the Town Council and were expected to be finished by April 2015.</p>
6	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
7	<p><u>Control of Gulls</u></p> <p>Cllr Laura Mayes highlighted the extent of the gull problem in Devizes which had begun in 2010 but was getting increasingly worse. 324 residents had signed a petition which urged the Council to respond to the problem. The Councillor suggested creating a project group to examine ways to tackle the problem; the group would come back to a future meeting with recommendations.</p> <p>The petition could be signed online through the following website: http://lauramayes.org/</p> <p>Resolved:</p> <p>To form a project group to consider solutions to the gull problem in Devizes and bring recommendations back to a future meeting.</p>
8	<p><u>Joint Strategic Assessment</u></p> <p>Richard Rogers, Community Area Manager, gave an update following the Joint Strategic Assessment event held in March 2014 which identified community priorities. 30-40 actions and projects had already been undertaken in partnership with Devizes Community Area Partnership (DCAP). New projects, championed by Area Board members, were also being established for instance the creation of a film for children with Special Educational Needs and the introduction of 'Spice credits' to incentivize volunteering.</p> <p>Those attending were encouraged to let the Area Board know of any projects</p>

	<p>they were running in the area which it could then publicize.</p>
<p>9</p>	<p><u>Partner Updates</u></p> <p>Written updates from Wiltshire Police, the Community Youth Officer, and Easterton Parish Council were included in the agenda pack.</p> <p>Matt Armstrong, Wiltshire Police, updated that the service was recruiting in Devizes in order to run more street patrols. The Police was also working with the local housing association to focus on antisocial behaviour. The officer promoted 'Community Messaging' to help residents keep up-to-date on policing matters. Since shed burglaries in the area the service had altered its patrol strategy and Neighbourhood Watch was encouraged to work with the Police in Devizes. It was confirmed that the Christmas campaign against drink-driving would run again that year.</p> <p>Mike Franklin, Wiltshire Fire and Rescue Service, advised the service would merge with Dorset Fire and Rescue on 1 April 2016. Recent events to be reported included a large fire in Rowde in October, and the officer encouraged residents to sweep open fires to help prevent chimney fires. The fire crew had received refresher training on how to manage fires on house boats and a 'Safe Drive, Stay Alive' event had been held at Devizes School.</p> <p>Philip Mackey, DCAP Partnership Manager, described how the group was continuing work with 'Devizes Means Business' and would attend a neighbourhood planning day for the parishes in February 2015. Voluntary organisations in Devizes were asked to check their contact information online was up-to-date.</p> <p>Cllr Nigel Carter, Campus Operations Board, explained that Wiltshire Council had 7 planned campus projects and 3 active projects however unfortunately Devizes was not included. The campus development team had undertaken thorough consultation and campus priorities had been identified. A potential site for Devizes Campus had also been identified and this information had been provided to the Council for consideration.</p> <p>Sally Willox, Community Youth Officer, updated that she was identifying priorities for young people in the area. The Local Youth Network (LYN) was being promoted in Devizes and sparksite.co.uk was used to promote activities in the area. A youth event was planned for January 2015 and the officer was also working on establishing a Facebook page as a forum for the LYN.</p> <p>A mentoring scheme was run in 2013 with Devizes School and the school would match fund for 2015 to start up the scheme again.</p> <p>Easterton Parish Council requested a 30mph speed limit for Kings Road, Cllr</p>

	<p>Whitehead confirmed that a metro count would need to be undertaken before this could be considered by CATG.</p> <p>Russell Batten, from the New Housing team at Wiltshire Council, provided an update on the Devizes Extra Care scheme which would help older people to live independently. A planning application was submitted on 6 November for developing the site of Southfield housing and consultation would run until 11 December. The development, if approved, was expected to be completed by September 2015 and would include 47 units of affordable housing for older people.</p>
10	<p><u>Bus services between Devizes and Pewsey</u></p> <p>Kate Freeman explained the consultation running on bus services between Devizes and Pewsey and detailed the alternatives for the bus services between the two towns. It was explained that under the proposals 'Ring and Ride' would no longer be necessary, and would therefore save money. No funding had yet been found for evening services and there was concern the new proposals may be put at risk by future budget cuts.</p>
11	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Area Board heard a CATG update from Cllr Whitehead and considered its recommendations.</p> <p>The building of the Caen Hill crossing point was delayed as resurfacing works were delayed. The proposed crossing on Bath Road had been rejected by Devizes Town Council. It was noted that the town bus review plan was in its draft form.</p> <p>Resolved:</p> <p>To support the New Street Coach Park becoming permanent.</p> <p>To contribute £5,000 towards Urchfont bus stops and crossing.</p> <p>To note that the parish council will pay full costs to install a hard standing at Wedhampton Hard Bus Stop and to give dispensation to carry out the work as long as an approved contractor is used.</p>
12	<p><u>Area Board Funding</u></p> <p>In order to avoid delay in supporting positive activities for young people the Area Board considered a resolution to agree funding for these activities between meetings.</p> <p>Resolved:</p>

	<p>The Community Youth Officer, in agreement with the members of Devizes Area Board and the Community Area Manager, may authorise expenditure from the youth budget in support of positive activities for young people of up to £1,000 in total between Area Board meetings. This will be recorded at the next available Area Board meeting, and this approval will be reviewed annually.</p>
13	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 29 September 2014 were presented.</p> <p>Resolved:</p> <p>To approve and sign as a true and correct record the minutes of the meeting held on 29 September 2014.</p>
14	<p><u>Apologies</u></p> <p>There were no apologies for absence.</p>
15	<p><u>Evaluation and Close</u></p> <p>The next ordinary meeting of the Area Board would be on 26 January at 6:30pm. An additional special meeting of the Area Board would be held 1 December 2014 at 5pm to consider one funding item.</p>

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MINUTES

Meeting: SPECIAL MEETING OF DEVIZES AREA BOARD
Place: Kennet House, Sergeant Rogers Way, Hopton Park Industrial Estate,
Devizes, SN10 2ET
Date: 1 December 2014
Start Time: 5.05 pm
Finish Time: 5.15 pm

Please direct any enquiries on these minutes to:

Libby Beale (Democratic Services Officer), on 01225 718214 or
elizabeth.beale@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Peter Evans, Cllr Sue Evans, Cllr Richard Gamble, Cllr Simon Jacobs (Chairman),
Cllr Laura Mayes and Cllr Philip Whitehead (Vice Chairman)

Wiltshire Council Officers

Richard Rogers (Community Area Manager)
Libby Beale (Democratic Services Officer)
Sally Willox (Community Youth Officer)

Total in attendance: 9

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Chairman's Announcements</u></p> <p>The Chairman welcomed those present to the meeting.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Cllr Liz Bryant.</p>
3	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
4	<p><u>Project funding</u></p> <p>Members considered contributing funding towards producing a film highlighting the challenges and opportunities for SEND (Special Educational Needs and Disabilities) young people in the Devizes Area trying to find employment.</p> <p>The film would be a 'fly-on-the-wall' documentary following young people with SEND looking for employment. It was explained that funding may be available from the Arts Council in 2015 however in order to start work on the film the funding needed to be secured in advance.</p> <p>Resolved:</p> <p>To grant £2,600 from the Area Board budget towards producing a film highlighting the challenges and opportunities for SEND young people in the Devizes area trying to find employment.</p>
5	<p><u>Evaluation and Close</u></p> <p>The next ordinary meeting of the Area Board would be Monday 26 January 2015.</p>

Agenda Item 5

Chairman's Announcements

Subject:	The public consultation of the Stonehenge and Avebury World Heritage (WHS) Site Management Plan 2015
Officer Contact Details:	Beth Thomas, Stonehenge WHS Coordinator
Further details available:	07769 741 066 beth.thomas@wiltshire.gov.uk

Summary of announcement:

The WHS Coordination Unit wants to make members of Community Area Boards aware of the public consultation taking place December 2014* – February 2015 on the Stonehenge and Avebury WHS Management Plan 2015 and to give members an opportunity to comment if they so wish.

The WHS Coordination Unit is based in the Heritage and Arts team at the Wiltshire and Swindon History Centre in Chippenham. The Unit is a partnership between English Heritage, the National Trust and Wiltshire Council.

The Unit has produced the first joint Stonehenge and Avebury World Heritage (WHS) Management Plan for publication in 2015. The Plan provides a long term strategy to protect the World Heritage Site for this and future generations.

The primary aim of the Plan is to protect the Site by sustaining its Outstanding Universal Value, and to achieve an appropriate balance with other interests such as tourism, farming, nature conservation, roads and traffic, research, education and the local community.

This document sets out the management issues of the WHS and how these will be dealt with by the many partners who are involved in the management of the WHS. Partners include: English Heritage, the National Trust, MoD, the North Wessex Downs AONB, Natural England, Wiltshire Council and town and parish councils amongst others.

The public consultation process gives people an opportunity to review the Management Plan to ensure that it addresses the key issues which impact upon the WHS and the aims, policies and actions set out address these issues.

The consultation will be available on the Wiltshire Council website** and members of the public can comment directly through the website, by email to stonehengeandaveburywhs@wiltshire.gov.uk

or by post to:
The WHS Coordination Unit
Wiltshire & Swindon History Centre
Cocklebury Road
Chippenham
SN15 3QN

The final Management Plan will be sent to the Department of Culture Media and Sport and then to the World Heritage Committee of UNESCO.

*Dates TBC

**The web link will be provided once available.

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 were 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 were 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

Chairman's Announcements

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.

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. 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 2015 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 2015, and have had a valuable meeting with colleagues from NHS England whose support as we continue our journey should be invaluable. Equally, we made early preparations for the contracting round commencing early this year.

Chairman's Announcement

Subject	Dementia in Wiltshire: The Role of Healthwatch Wiltshire
Contact details	01225 434218 info@healthwatchwiltshire.co.uk www.healthwatchwiltshire.co.uk

Healthwatch Wiltshire (HWW) is your local champion for health and social care. We are here to listen to the voices of local people and use this to influence commissioners and providers of services.

Monitoring dementia services

HWW has brought together local charities in Wiltshire to form a partnership that will monitor and support the new Wiltshire dementia strategy. This innovative new partnership includes representatives from Alzheimer's Support, Alzheimer's Society, Age UK Wiltshire, Age UK Salisbury District, Carer Support Wiltshire and Swan Advocacy.

Partners will gather feedback independently through a variety of means and then share findings at regular partnership steering group meetings. HWW will bring together at least 100 local people across the county to monitor how services are working. The '100' will be asked to share their experiences of local dementia services. HWW will gather together these experiences and share these with the partnership as well as commissioners and providers of services.

The aim is to make sure that the voices of local people are 'centre stage'. In addition to the workshops, HWW will offer people the opportunity to take part in a one-to-one interview with a member of HWW staff or a trained volunteer.

The workshops will be taking place on:

- **Wednesday 28 January 2pm – 4pm at The Corn Exchange, St. Johns Street, Devizes SN10 1BN**
- **Wednesday 4 February 2pm – 4pm at The Methodist Church, St Edmund's Church Street, Salisbury SP1 1EF**
- **Thursday 12 February 2pm – 4pm at The Laverton, Bratton Road, Westbury BA13 3EN**

To book your place or for further information please use the contact details above.

Specialist dementia hospital care in Wiltshire

NHS Wiltshire Clinical Commissioning Group (CCG) has consulted on the permanent location of specialist dementia hospital care. To help them make a decision about where this care should be, they wanted to hear what local

Chairman's Announcement

people think. HWW independently facilitated the consultation. Two consultation events were held in January.

Devizes Community Area Board

January 2014



1. Neighbourhood Policing

Team Sgt: Vincent Logue

Town Centre Team

Beat Manager – PC Chris Mead

PCSO – Paula Yarranton

PCSO – Melissa Camilleri

PCSO – Sarah Greenman

PCSO – Kelly Watts

Rural North Team

Beat Manager – PC Helen Clarke

PCSO – Fiona Marno

Rural South Team

Beat Manager – PC James Sheate

PCSO – Phil Greenaway

PC Helen Clarke will be leaving the team in January to take up a post in one of our investigative teams. I am grateful for the effort she has made and contribution to my team. I wish her the very best of luck. PC Andy List has been recruited to replace her and will be joining the team shortly.

2. NPTs - Current Priorities & Consultation Opportunities:

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

Visit the website at: www.wiltshire.police.uk

3. Police and Crime Commissioner: Mr Angus Macpherson

PCC website: www.wiltshire-pcc.gov.uk

4. Local Issues

The existing priorities continue to concentrate on the open space areas of the Green and Hillworth Park for ASB and littering and ASB in Potterne. Our activities include patrols, community engagement and working in partnership to resolve both.

Devizes North Rural EZ12

Bromham

In December there were 6 reported offences of burglary or attempted burglary. It would appear the offender(s) have made a half hearted attempt to gain access and where suitable locks were in place no entry was gained.

Rowde

On the 8th December offenders broke into the village shop and attempted to remove the safe. Due to the alarm sounding nothing was stolen.

Bishop Cannings

15th December a golf buggy was stolen from an insecure garden shed.

Coate & Horton

On the 2nd January a pressure washer was stolen from a secure portacabin.

All Cannings

On the 14th and 15th December damage was caused to feed bags on a farm and also a bicycle was stolen from the front garden of a house.

Stert & Etchilhampton

Nothing to report

Devizes South Rural EZ14

Urchfont

22nd December unknown persons broke into a cage at the village store and stole gas bottles.

Market Lavington and Easterton

No reportable incidents

Worton

No reportable incidents.

Erlstoke

5th December offenders forced entry to the golf club house.

Little Cheverill

No reportable incidents

Great Cheverill

Report of a burglary to a house on the 8th December. Alarm sounded and patio doors found open. No sign of entry being gained, damage to locks and nothing stolen.

Devizes Town EZ11

Since the last Area Board and in the weeks leading up to Christmas I instigated Operation Nicholas to target criminality associated with the town centre and retail theft. There was a reduction of theft by 26% (31/23) and two persistent offenders were sent to prison as a result of Police led activity.

There have been fewer incidents of criminal damage, down by 28 % for the comparative period last year.

Two incidents of violence have been associated with licensed premises. On the 19th December at about 6:30pm a male was assaulted in The Crown, New Park Street and received head injuries. David Walker, 43 years old, was arrested and charged to court with the assault.

On the 23rd December a 34 year old male was arrested for assaulting his partner at the White Bear, Monday Market Street. The suspect remains on bail.

New Year celebrations passed quietly and one male was arrested for being drunk and disorderly. He was dealt with by issues of a penalty notice to the value of £80.

CRIME & DETECTIONS (compared to previous rolling 12 months)

EZ Devizes NPT	Crime				Detections*	
	12 Months to December 2013	12 Months to December 2014	Volume Change	% Change	12 Months to December 2013	12 Months to December 2014
Victim Based Crime	1088	1026	-62	-5.7%	25%	18%
Domestic Burglary	45	41	-4	-8.9%	22%	7%
Non Domestic Burglary	157	125	-32	-20.4%	20%	4%
Vehicle Crime	96	94	-2	-2.1%	0%	1%
Criminal Damage & Arson	255	207	-48	-18.8%	17%	13%
Violence Against The Person	301	295	-6	-2.0%	38%	29%
ASB Incidents	1020	923	-97	-9.5%		

On the 5th February 2015 Community Messaging will be launched in Devizes as part of the final roll out phase across Wiltshire.

Why is Wiltshire and Swindon Community Messaging being introduced?

Wiltshire Police and the Commissioner is committed to involving communities in the prevention and reduction of crime and anti-social behaviour. Working alongside Neighbourhood Watch, Wiltshire and Swindon Community Messaging aims to improve the two way flow of information between communities and the police. Another aim of Community Messaging is to help promote Neighbourhood Watch, as people can join or request to start a new scheme when signing up for Wiltshire and Swindon Community Messaging.

Wiltshire and Swindon Community Messaging is an online secure system that members of the public, including Neighbourhood Watch coordinators and members, can join to receive messages about policing and crime matters in their area.

Messages can be sent by email, text and voicemail. People can join Wiltshire and Swindon Community Messaging by visiting www.wiltsmessaging.co.uk

What type of messages will be sent?

Messages can be sent from the police by email, text and voicemail. Email will be the main way that the police will send messages with text and voicemail used as and when appropriate due to cost – for example for sending a text to farmers about on-going suspicious activity in an area or sending a voicemail message to vulnerable elderly people about distraction burglaries in their area.

Can Wiltshire and Swindon Community Messaging be used to report crime?

People can reply to messages to feed back information to their NPT. The system will not be monitored 24 hours a day - always call 999 in an emergency or 101 in a non-emergency.

Matthew Armstrong
Sector Commander
Devizes Melksham Pewsey Marlborough

**Devizes Campus Development Team
Meeting Notes
Friday 18th November 2014
Kitchen Meeting Room, Estcourt Crescent**

Attendees: Devizes Shadow COB: Mike Weston (MW), Zöe Millington (ZM), Cllr Nigel Carter (NC), Cllr Peter Evans (PE), David Dawson (DD), Jasper Selwyn (JS)
Wiltshire Council: Rhys Schell (RS), Richard Rogers (RR)

Agenda item	Notes	Actions
1. Welcome and apologies	NC welcomed all and noted no apologies.	
2. Notes from previous meeting	All agreed with previous minutes. RS to add to website.	RS
3. Cabinet paper	<p>PE reported back from the Cabinet meeting on 11th November, which reviewed the campus position statement paper. PE explained how Councillor Jonathon Seed had answered questions regarding those community areas not referred to in the cabinet paper. PE updated that it had been made clear that the campus situation had not changed and suggested that the CDT submit their proposal based on the research and consultation completed to date. The CDT agreed with the approach and that they should focus on one proposal for Devizes.</p> <p>NC raised questions around any future consultation on plans and the resource available to analyse a submitted proposal. All agreed that whilst this was still unclear, it was sensible to finalise a proposal, submit the document and then await a response before proceeding further.</p> <p>RS updated that he would be moving to a community engagement role in the Melksham area and that RR would be the point of contact for the group moving forward.</p>	
4. Future options/proposals	<p>All agreed that the Borough Police Station was the preferred site for a future campus development. The group felt that they had produced a sensible proposal that focussed on what the community required and did not 'overreach' for a town the size of Devizes. NC to revise and simplify the current proposal and circulate to the group.</p> <p>Once all agreed on the content, NC to send on to Laurie Bell, Councillor Simon Jacobs and Councillor Jonathon Seed for comment and review. The group are to request a response prior to the next Devizes Area Board in late January 2015.</p>	NC
5. Next meeting dates	NC and RR to circulate a date once a response from the proposal has been provided.	NC/ RR
6. AOB	PE stated that the CDT may benefit from having a local business person join the group. MW suggested he may have a contact who would be excellent, however, he would need to check their availability. All agreed that they would action this once they know how their proposal has been received.	



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Area Board Project

1. What is the project?

“Celebrating Volunteering” – Event on May 4th 2015

Volunteering is central to strong communities. The Devizes area is proud that it has one of the highest rates of volunteering within the County. We want to celebrate and highlight the enormous amount of volunteering that already exists as well as encourage even more to take place.

Several organisations within the Devizes area including the Area Board, Wiltshire Heritage Museum, DOCA, Develop and AONB have worked on an event to help achieve the above aim. It will take place on May 4th 2015, as the town will already be full of people attending for the Lions Club May day fayre.

The proposal is for professional artists to design and create pavement chalk art that has a powerful visual impact and manages to capture something of the wealth of volunteering that takes place. The expectation is that many of those organisations that already rely heavily on volunteers will be able to contribute to the art work. Part of the Brittox will be partitioned off to allow this to take place with provision made in case it rains

Alongside the art work, there will be a stall with volunteering stewards who can talk to those who are interested in volunteering opportunities. One of the great advantages of this event is that people will not just be given contact information but in many cases can be taken to the Market place and instantly put in contact with a suitable organisation that depends upon volunteers.

There will also be additional information available to hand out and DEVELOP are looking to put on an event shortly afterwards for enquirers.

This ‘celebrating volunteering’ event will be used to also launch ‘Spice Credits’ that act as an incentive and reward for volunteering. It will also be used to start a campaign to increase volunteering and we are currently exploring how this can be linked to the WW1 legacy and the number of local people who fought in the war.

2. Where is the project taking place?

Devizes town centre

3. When will the project take place?

May 4th 2015

4. What are the Community benefits/evidence of need/desired outcomes?

Volunteering is central to strong communities. The event will help strengthen this volunteering, acting as a 'Thank you' to those who give their time up and a catalyst to increase the amount that is carried out.

5. Who will manage/be responsible for this project?

The Community Area Manager will manage the project with the support of the working group
Cllr Peter Evans will be the Area Board champion

6. Costs/quotes/ match funding?

£2,000 to pay for the pavement art and design, leaflets, and publicity

Area Board Project

1. What is the project?

Careers Guidance

A project to build upon the success of the mentoring programme at Devizes School including improving provision for careers guidance

The Devizes area board are asked to support the project and provide 50% of the funding (£2,500). The other 50% will be provided by Devizes School

2. Background

Links between business and Devizes School were strengthened through the introduction of a mentoring scheme in 2012. This proved to be successful and the area board piloted in 2013 the employment of a consultant to focus upon improving this further.

During 2014, this project has resulted in improved careers guidance, a stronger focus on apprenticeships and most importantly helping to secure the future of students, preparing them for entering the world of work. The number of businesses taking part has greatly increased.

A successful careers fair was held at the school and this was well attended by businesses and students. This model's success has been recognised outside the Devizes area and other community areas are now looking to replicate it.

3. Proposal

It is proposed that Margaret Bryant (current consultant) who has good links with Devizes School and local businesses is hired to continue this important work and build upon this success.

4. Where is the project taking place?

Devizes School.

5. When will the project take place?

Funding is currently available up until the end of March 2015. This will allow the project to be continued for another year

6. What are the Community benefits/evidence of need/desired outcomes?

The key benefits for the community are:

- Young people are more prepared for work and in a better position to obtain employment.
- Young people will have access to more opportunities for work experience
- Young people will receive improved careers guidance and awareness
- The partnership between business and schools will be strengthened
- Teachers will be freed up to focus upon other demands.
- The outcome of the above benefits is to improve the local economy and create a more resilient community

7. Who will manage/be responsible for this project?

The project will be managed by the consultant who will report to Devizes School Governors. Devizes School. An evaluation after the year will be brought to Devizes area board.

8. Costs/quotes/ match funding?

A total of 200 hours (28 days) will be allocated to the project

The total cost will be £5k. Devizes School gave agreed to fund 50% of the project and the area board are being asked to fund the remaining 50% (£2,500)

9. Additional information

Three clear priorities in Wiltshire Council's new business plan are to:

- To protect those who are most vulnerable
- To boost the local economy – creating and safeguarding jobs and;
- To support and empower communities to do more for themselves.

This project clearly addresses all three priorities.

WILTSHIRE COUNCIL
Devizes Area Board
7th January 2015

Devizes Local Youth Network

Purpose of the Report

To update the Area Board on the Devizes Local Youth Network and the community- led model for the provision of positive activities for young people in the Devizes Community Area.

Background

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

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

Devizes Area Board has delegated authority, a devolved budget and a dedicated Community Youth Officer (CYO), Sally Willox, to support the implementation. Devizes Area Board is establishing a Local Youth Network (LYN), to understand local needs, which will involve young people, adults and organisations from across the community. This will be an open network of those who have an interest or involvement in the provision of positive activities for young people. The LYN is supported by a smaller management group facilitated by the Community Youth Officer. This is responsible for identifying young people's priorities, establishing and implementing a plan of work, which involves making recommendations to the Area Board on how funding for positive activities should be deployed. Fundamental at each stage is young people's involvement.

Current Position and what has been happening in Devizes

- Consultation with young people is taking place through short surveys. Data being analysed and being looked at in conjunction with the community joint strategic assessment to start the process of drawing up priorities for provision for the community area. Data analysis is available but will be continually added to and refreshed.
- The Local Youth Network management group has met twice to begin exploring these identified young people's priorities and developing a work plan to meet these. The notes and actions are available as an appendix.
- The management group membership has been determined and requires Area Board consideration. This membership is available to view as an appendix.
- A local youth network event for young people has been planned for 12th February 2015 at Devizes Town Hall Assembly rooms from 16:00-18:30pm, led by Sally Willox Community Youth Officer. The aim being to enable young people to become active participants in this new model, further develop their identified priorities and create ideas/activities for provision that they would like to see taking place.
- The wider local youth network is being established, as detailed above and will be brought together shortly.(see appendix)
- Promotion of the provision of 1:1 consultation for vulnerable young people through Youth Support Workers, as part of the new model and awareness of other referral mechanisms.
- Updating the community mapping that is in place for the Devizes area, showing the diverse range of positive activities/clubs/organisations for young people. A copy of this is available and further information on listings is on www.sparksite.co.uk. This has involved visiting provision to ascertain what there is and then ensuring promotion to young people.
- Informing the community about the new model, through visits to secondary schools, clubs, organisations, Parish and Town Council meetings, as well as visual promotion.
- The development of a Devizes Local Youth Network facebook page which will be a valuable tool. Search through facebook using Devizes Local Youth Network or this link https://www.facebook.com/pages/Devizes-Local-Youth-Network/918327131533635?ref=aymt_homepage_panel

- Promotion of the Youth Grants scheme to enable new positive activities to develop for those interested in delivering activities or have a great idea for a youth project-view information via this link:
<http://www.wiltshire.gov.uk/council/areaboards/communityyouthactivitiesgrants.htm>
- Community Youth Officer supporting existing groups and clubs for young people to improve their offer and to help develop new provision with interested parties. This has been to support the process of how to set up a new club, developing policies, recruiting volunteers, advice on safeguarding children and young people and help secure funding. Helping groups apply for the new Youth Grant funding.
- There have been several applications for funding to date of which the local youth network management group has made recommendations to the area board for.

Future planned activity

- Bringing the wider local youth network together for events, as well as establishing sub task groups to implement priority setting and subsequent positive activities. This will also ensure youth activity providers and young people will be brought together.
- Ensuring there is an up to date community database and information resource of positive activities for young people. This links to the community mapping exercise and the resource will be www.sparksite.co.uk. The local youth network will ensure better promotion and use of this. Community youth officer to actively encourage groups to use and signpost to.
- Continue engagement with young people through secondary schools via tutor group time and or assemblies, as well as visiting provision after school/evenings/weekends. To then continually update and revise data/needs analysis to show identified priorities.
- To implement new positive activities for young people to meet their identified needs, enabling and working with the community, using the youth grants funding available and other means as appropriate.
- To continue promoting Community Youth Officer as the 'go to person' for youth issues and signpost young people to activities
- Delivering a written report on the needs, outcomes, priorities and objectives for local activities

Summary

The key themes coming through that young people wish to develop into positive activities are: art and music opportunities, as well as a drop in zone or youth café where they can socialise and talk with trusting adults, a 'gaming' youth club, weekend and school holiday positive activities specifically outdoor opportunities and specific activities for young people with additional needs and disabilities (SEND), with a focus on sport, both mainstream and alternative.

The Local Youth Network is open to all, so please become involved to enhance, shape and develop the Devizes Community Area for young people. If you have an idea that you would like to explore and develop, please contact the Community Youth Officer Sally Willox and Devizes Area Board for further information and support. If you would like to become a volunteer to deliver young people's activities, again please make contact to sally.willox@wiltshire.gov.uk.

Providers of activities can become accredited through Wiltshire Council so that they are approved as a provider of positive activity for young people. They will also appear on a providers 'catalogue' so that they can be procured to provide activities for young people. This process opens regularly; please contact sally.willox@wiltshire.gov.uk for further information.

Recommendations

- 1. To approve the membership of the local youth network management group.**
- 2. To consider a recommendation from the LYN Management Group for funding towards an SEND film project.**
- 3. To consider a recommendation from the LYN Management Group for the funding of a young people's arts competition.**

Report Author: Sally Willox, Devizes Community Youth Officer
Tel No: (01380) 826516 / 07768965785
E-Mail: sally.willox@wiltshire.gov.uk

WILTSHIRE COUNCIL

Devizes AREA BOARD
26 January 2015

Devizes Local Youth Network Management Group

Core membership will be:

- Community Youth Officer Sally Willox
- Community Area Manager Richard Rogers
- Devizes Area Board elected member Cllr Richard Gamble and Cllr Simon Jacobs (agreed that they will alternate/share role, as necessary)
- Parish area/outlying villages 'elected member'-this can be rotated so that elected members from different Parish's are involved and appropriate Cllr present depending on the young people's priority being developed.
- Margaret Bryant (local Business representative/young people's mentoring champion and Devizes School Governor)
- Voluntary and Community Sector representative Damian Haasjes (voluntary focus)
- Devizes Neighbourhood Police Team representative PC James Sheate
- Devizes Town Council elected representative-Cllr Andy Johnson
- Young person Emily Banks (as Wiltshire Young Persons Disabled Group representative)
- Young person Sean Kemp
- Young person from Lavington School (ideally via Student Council)
- Young person from Devizes School (ideally via Student Council)
- Young person from Rowdeford School/Downlands School (or through feedback from Community Youth Officer, acting as their advocacy)
- Representatives from local secondary schools (whom to be determined)
- Voluntary and Community Sector representative Julie Nipress (Community focus)

It is a requirement to have a minimum of 3 young people at each Local Youth Network Management Group meeting and more to be involved in the wider Local Youth Network that is being established.

At times it may be relevant to invite new members if the group needs to engage a specific individual/role to achieve and enable a particular outcome, eg ASTER Communities. The group expressed that 12-14 members as a ceiling, to ensure that the LYN management group functions effectively. The group may also establish sub task groups as and when needed (detailed in LYN management group notes)

The Local Youth Network Management Group is an evolving entity and membership is subject to change, it will be reviewed annually at an AGM, along with the wider LYN membership.

Devizes Local Youth Network Management and Task Group
Notes and actions from 11th November 2014

NOTES

ACTIONS

<p>LYN management group to meet bi monthly from the New Year, 5.30pm start time to suit members of the group. Accepted that the group will meet more frequent initially to ensure the effective onset of this new model, additionally can call exceptional meetings if urgent matters arise</p>	<p>Sally W to set future dates shortly and continue to book Estcourt Rooms.</p> <p>Next LYN M&T group- Monday 8th December 17:30pm and Monday 2nd February 17:30pm Estcourt Rooms</p>
<p>Agreed membership but accepted that at times it may be relevant to invite new members if the group needs to engage a specific individual/role to achieve and enable a particular outcome, eg ASTER Communities. The group expressed that 12-14 members as a ceiling, to ensure that the LYN management task group functions effectively. Agreed that the LYN is an evolving group. <u>Core membership will be:</u></p> <ul style="list-style-type: none"> -Community Youth Officer Sally Willox -Community Area Manager Richard Rogers -Devizes Area Board elected member Cllr Richard Gamble and Cllr Simon Jacobs (agreed that they will alternate/share role, as necessary) -Parish area/outlying villages 'elected member'-this can be rotated so that elected members from different Parish's are involved and appropriate Cllr present depending on the young people's priority being developed (e.g. Urchfont issue, invite Cllr Whitehead) -Margaret Bryant (local Business representative/young people's mentoring champion and Devizes School Governor) -Voluntary and Community Sector 	

<p>representative Damian Haasjes</p> <p>-Devizes Neighbourhood Police Team representative James Sheate</p> <p>-Devizes Town Council elected representative-Cllr Andy Johnson</p> <p>-Young person Emily Banks</p> <p>-Young person Sean Kemp</p> <p>-Representatives from local secondary schools-adult and young person (were invited to this initial LYN but no attendance, however have received contact in relation to this)</p>	<p>Sally W to engage further young people, who must be central to this group. It was agreed the young people will not all always attend each meeting but must have 3-4 young people at each one. Sally W to engage young people through schools/clubs</p> <p>Secure a second voluntary sector representative to ensure there is diverse involvement from the VCS, this being the imperative aspect of the Community Led Model.</p> <p>Sally W has asked if LYN members can identify a further representative, one suggested person is Julie Nipress, background in Youth Work, worked with young people for many years, currently Lead Play Worker Barnardos Project Provision in Devizes, Trowbridge and Marlborough (aged 13-24). Also shown interest in forming a voluntary run youth club project, meeting an identified priority.</p> <p>Agree membership annually, first meeting of the new financial year.</p> <p>Sally W has revisited terms and reference for the LYN M&T group and it states there is only the need for 'a school representative', to discuss at LYN on 8th Dec 2014.</p>
<p>Sally W to contact Aster again in relation to information on deprived areas of the community that they focus on. Gather data on young people that live in those areas and arrange to engage with them in places they meet, as part of plan of work for Community Youth Officer. Identify what their needs are and what positive activities they would benefit from. Sally W has already met with Scott Simmons and he is happy to show Sally W around, especially targeted areas of need. Sally W to attend their task groups.</p>	<p>Sally W spent time 'out and about' with Aster on Thursday 4th December, to feedback to LYN M&T group. Sally W attending Panels from January 2014 and Aster very keen to work in partnership to secure positive activities for young people.</p>

<p>Discussed difference between LYN Management Task Group and wider LYN. Group happy with definitions. Sally W to distribute supporting information to clarify. Confirmed the function of this group is to set the priorities, produce plans of action to meet these, receive, assess and make recommendations for Youth Grant applications.</p>	<p>To circulate guidance</p>
<p>Proposal to access Positive Activities for Young People grant money, in between Area Boards, recommendation put forward to Area Board on 24th November 2014 for consideration. Also, agreement to release a small amount of this funding to enable young people's LYN development events and group work sessions with them to take place. LYN was agreeable to this and will be taken forward to Area Board for recommendation too.</p>	<p>Agreed at Area Board on 24th November 2014</p>
<p>Had a discussion on grant versus procurement, the differences and when to use.</p>	<p>Sally W to circulate supporting information.</p>
<p>Community Mapping information is vital so that the LYN members can see the provision available in the community. Raised awareness of Sparksite, where this information will be and that it will be continually updated as part of CYO role. Group to feed to Sally W any updates to provision or clubs/groups/services that are missing. Have received some and will update. Links to Sparksite to be placed on key material and websites.</p>	<p>Sally W to circulate community mapping information.</p>

<p>Discussion about social media to use.. Developments are progressing with Facebook, both as a page for the Devizes Local Youth Network and a group page that will be engaging and act as a forum. Devizes will be the test case for this and will be set up during December. Sally W as part of CYO role will manage the Facebook. More information on this and how it will look to be given at future LYN. Instagram was favoured too by the LYN, this will be valuable for 'campaigns', it's a visual media form and had real benefits to instantly engage young people especially. Wiltshire Council's Twitter to be utilised, LYN in support of this. Will use Devizes Our Community Matters too and Devizes Issue Facebook page.</p>	<p>This has been fed back to a group meeting that Sally W had with other CYO's and Digital Services Team Leader for Wiltshire Council on 20th Nov 2014. Meeting Natalie Luckham 11th December to initiate.</p>
<p>Young people's LYN development event proposed by Sally W for January, positively received. This will enable promotion and engagement with young people to ensure they involved. Have approached Devizes Town Council for use of their venue and this was proposed at their Town Council meeting on Tuesday 18th November and agreed.</p>	<p>Sally W has proposed use of Devizes Town Hall on February 5th or 12th. Be advantageous to set up task group to support Sally W to plan event. Invite young peoples' groups/clubs to event.</p>
<p>Agreed to have sub-groups of this LYN as and when required, to meet needs of priorities set and developing projects/activities. To be explored further at future LYNs.</p>	
<p>Agreed to hold annual AGM, April time. Bring wider LYN together at wider events, the first being young people's event. Discussed Local Youth Network (wider one) template and purpose.</p>	<p>Plan AGM in early 2015. Start completing LYN template-Sally W/Richard Rogers</p>

<p>Discussion on difficulties consistently engaging with schools, this being the best way to engage and consult with a large volume of young people. Sally W continuing to engage young people to identify priorities, through groups/organisations in evenings and weekends.</p>	<p>Members of LYN to assist Sally W with this. Have set dates to engage with young people now regularly-Dec 8th onwards, attend daily tutor times at Devizes School and from January 2015 commence year group assemblies at Lavington School.</p>
<p>Discussion on establishing a directory of young people's provision, clubs, organisations, services-this is a key aspect of the new Community Led Youth Model and Community Youth Officer role. Raised awareness of www.sparksite.co.uk and that this is the tool to use for now, must raise profile of it. Sally W already been doing when meets groups in the community and placing logo/website on literature. LYN members asked to do the same. It was suggested to improve this resource rather than initiate something new as this would take up a lot of time.</p>	<p>Links needed on community/group websites/newsletters, especially as Sparksite contains community mapping information.</p>
<p>In relation to the proposed Devizes School lunch club initiative, Sally W to approach school to offer support to this project through her role. Will invite Margaret Bryant and Simon Jacobs too. If this meets identified young people's needs then it is a priority. Must establish the evidence of need from young people first so this needs exploring.</p>	<p>Set up a meeting with Devizes School if necessary. Sally W contacted the school to offer support but no uptake yet.</p>
<p>Consulting with young people continued</p>	<p>Extended services survey was carried out during past three years countywide, via schools. Sally W to find out where data collated. The extended schools coordinator for Devizes, at the time, conducted locally, DCAP were involved-Tony Stedgwick, local resident and was chairman of DCAP before Steve Mackie.</p>

Author-Sally Willox Community Youth Officer-November 2014

Devizes Local Youth Network Management Group
Notes and actions from 8December 2014

Attendance-

Julie Nipress-Community Sector representative
Sean Kemp-Devizes young person
Emily Banks-Devizes young person & Wiltshire Youth Disabled Group
Cllr Philip Whitehead-Wiltshire Council Cllr
Cllr Andy Johnson-Devizes Town Council
Cllr Simon Jacobs-Wiltshire Council Cllr & Devizes Area Board Chair
Tegan O'Neill-young person/Lavington School representative
Holly Faulkner-young person/Lavington School representative
Cllr Richard Gamble-Wiltshire Council Cllr
Richard Rogers-Devizes Community Area Manager
Sally Willox-Devizes Community Youth Officer
Damian Haasjes-Voluntary & Community sector representative
(involved in Scouts & church youth groups)

Apologies-

Daniela De Cet-Lavington School Deputy Headteacher
Margaret Bryant-local Business representative/young people's mentoring champion and Devizes School Governor
PC James Sheate-Devizes NPT

NOTES

ACTIONS

Notes and actions agreed from last Local Youth Network from Tuesday 11 th November 2014.	
<p>Agreed that this group will be called the Local Youth Network Management Group and not Management and Task Group. Sub groups will be set up as and when required, they will be known as task groups for specific themes. The purpose of the management group is to oversee the young people's priorities and ensure tasks take place to achieve these.</p> <p>Must ensure the wider Local Youth Network is functioning effectively, this can include anyone interested in developing young people's positive activities across the community, young people and adults. This operates through communication in the main but will come together at times, such</p>	<p>Sally W to change title of group on future notes and invites and all to refer to the group accordingly.</p> <p>Sally W to continue networking, informing the community of the role of the new model and Community Youth Officer. Update wider Local Youth Network template continuously and circulate to LYN Management Group.</p>

as events and key meetings. Also, relevant individuals will be drawn from this wider network to attend sub task groups.

Revisited and discussed difference between LYN Management Task Group and wider LYN. Group happy with definitions. Sally W distributed supporting information to clarify. Confirmed the function of this group is to set the priorities, produce plans of action to meet these, receive, assess and make recommendations for Youth Grant applications.

Had a discussion to refresh agreed membership but accepted that at times it may be relevant to invite new members if the group needs to engage a specific individual/role to achieve and enable a particular outcome, eg ASTER Communities. The group expressed that 12-14 members as a ceiling, to ensure that the LYN management group functions effectively. Agreed that the LYN is an evolving group. **Core membership will be:**

-Community Youth Officer Sally Willox

-Community Area Manager Richard Rogers

-Devizes Area Board elected member Cllr Richard Gamble and Cllr Simon Jacobs (agreed that they will alternate/share role, as necessary)

-Parish area/outlying villages 'elected member'-this can be rotated so that elected members from different Parish's are involved and appropriate Cllr present depending on the young people's priority being developed (e.g. Urchfont issue, invite Cllr Whitehead)

-Margaret Bryant (local Business representative/young people's mentoring

<p>champion and Devizes School Governor)</p> <ul style="list-style-type: none"> -Voluntary and Community Sector representative Damian Haasjes (voluntary focus) -Devizes Neighbourhood Police Team representative James Sheate -Devizes Town Council elected representative-Cllr Andy Johnson -Young person Emily Banks -Young person Sean Kemp -Representatives from local secondary schools-adult and young person -Voluntary and Community Sector representative Julie Nipress (Community focus)-agreed at this LYN, Julie expressed an interest after the initial LYN, Sally W raised this and it was noted. 	<p>Sally W to engage further young people, who must be central to this group. It was agreed to try and have 3-4 young people at each one. Sally W to engage young people through schools/clubs.</p> <p>Agree membership annually, first meeting of the new financial year.</p> <p>Sally W has revisited terms and reference for the LYN M&T group and it states there is only the need for 'a school representative', discussed at this LYN , see notes below.</p> <p>Terms and Reference of the Local Youth Network were circulated prior to 8th December LYN, as agreed at previous LYN.</p>
<p>Discussed electing a chair for this LYN management group and their role. The agreed consensus is to have a young person carry out this role but this will take time to evolve. It was proposed to elect an adult representative in the meantime and for a young person to shadow them, then to have the young person as a vice chair eventually. It was suggested to role out county wide training for this role, for young people.</p>	<p>Cllr Simon Jacobs was proposed and elected to role of Local Youth Network Management Group chair.</p>
<p>In relation to the membership from secondary schools and the importance of them engaging in this process, for now Community Youth Officer will act as a go between as she has developed links and relationships with the 3 main schools. It will</p>	<p>Sally W continue schools development work and to engage with young people. Tegan and Holly suggested young people can relate information back to the schools through student council meetings. Ensure this is encouraged.</p>

<p>take time to identify the appropriate adult representatives. It is vital schools are involved, both adults and young people. Schools need to realise and see the benefit of engaging with the Local Youth Network and Community Youth Officer, so they can see the benefit to engage fully.</p> <p>Sally W has been engaging positively with Devizes School recently, through tutor times. This is hoped to continue from January 2015. Has engaged with Devizes School student council too and this will continue. Assemblies planned for Lavington School and contact made with Rowdeford School.</p>	
<p>Discussed update on identified priorities for young people and consultation taking place.</p> <p>The LYN wishes to start a sub task group to develop links with Aster Housing/Communities, with the aim being to initiate activities for young people across the community, including Aster residents. Young people have expressed they want 'places to go and things to do' where they live. Young people housed though Aster will be those seen as more vulnerable. Possibly use local community/village halls. Sally W has met with Aster already. Discussed Asters Neighbourhood Task Group panels and how funds could be accessed from these to further develop opportunities. Residents from the zone areas must attend and propose projects for their funding though.</p>	<p>Sally W to continue engaging with Aster through Scott Simmons and to initiate sub task group. Will involve other LYN members too, Julie Nipress expressed interest.</p> <p>Sally W has been invited to Aster neighbourhood Task Group panels from January 2014. Sally W and LYN can support residents, specifically young people to attend these panels and apply for funding for young peoples' projects.</p>
<p>To further meet young people's priorities identified through consultation, it was suggested to develop a 'central hub' of youth activity and operate outreach projects from this, across outlying areas and villages.</p>	<p>Sally W supporting the town centre youth club group, next meeting January 2015, date TBC.</p>

The central point could be a town centre youth club. A group has been meeting with Sally W to develop a youth club facility operating from what was Wiltshire Council's Youth Centre. This will take time but the group is meeting regularly. It would make sense for this to be the central hub and to develop further outreach provision from this. This will then give young people 'places to go, specifically youth café/clubs', as they have identified. LYN agreed idea in principle and to assign funds as and when application is submitted.

To develop a second sub task group.

When developing the provision discussed above, it is paramount to consider putting aside funding for a Volunteer coordinator to manage volunteers that will engage with these projects. This must occur at the start. For provision to be successful, sustainable and to ensure safeguarding of children, a coordinator is vital. It was suggested that a paid position is developed too in terms of a Youth Worker, so that there is a main key paid worker, not just reliance on volunteers.

Further suggested to develop youth cafes, as young people have identified this. However, this will take time as needs to be staffed and managed. This can link with the project idea above and maybe set up one for now and see how it goes, then develop it to other areas over time. Young people from this LYN group interested in getting involved as volunteers, they attend Lavington School so it was suggested to look at initiating in that area. There is an existing café in Market Lavington that was developed with young people in mind but unsure how well it is used and its intention/rationale. Young people from the LYN said it is not well used by young people and is expensive, Cllr Richard Gamble offered to explore it and to

Sub task group has begun to develop, Sally W to continue this.

Sally W to further discuss this with sub task groups, as well as the LYN to take responsibility for this at future LYNs. Learn from expertise of LYN Management Group members, Sally W to discuss with Damian Haasjes and contact organisations that can help, eg Develop and local youth clubs, West Lavington and Potterne. These are youth clubs to 'model' new provision on. Sally W attending West Lavington Youth Club January 2015.

Must advertise/promote for volunteers-where/how/cost?? Offer reward schemes possibly, community/Spice credits, contact job centre and Shaw Trust. To discuss at next LYN.

Cllr Richard Gamble to contact Market Lavington café and feedback to Sally W and LYN. This has already happened, Sally W will engage further and speak to young people.

feedback.

It was highlighted that young people are saying they would like provision and activities for school holidays, especially summer holidays. Suggested that this be developed for summer 2015 and some funding kept aside. This will be discussed at next LYN.

Consultation data is being compiled into meaningful information. This will take time to do and is continuously being added to. Sally W has consulted with young people through Devizes School, Lavington School and Rowdeford School, where short surveys have been completed. Also engagement has taken place through local clubs and organisations that take place in evenings and weekends. The identified priorities in the main come from this information but also through the Devizes JSA and suggestions from community members.

Community Mapping information is vital so that the LYN members can see the provision available in the community. Raised awareness of Sparksite, where this information will be and that it will be continually updated as part of CYO role. Group to feed to Sally W any updates to provision or clubs/groups/services that are missing. Have received some and will update. Links to Sparksite to be placed on key material and websites.

Sally W will compile data ready for January area board, seeking assistance from Matthew Simms, Wiltshire Council research department.

Sally W to circulate community mapping information January 2015. Aim for this to be readily available for the community to access too. Sally W will work with Jo Kerr, Sparksite manager with this mapping exercise.

<p>In relation to promoting the Local Youth Network and developing young people's positive activities, the LYN discussed the new Facebook Page-Devizes Local Youth Network, this will be managed by Sally Willox and is intended for the community to engage with, as an open 'page'. Will also use Devizes Our Community Matters and Devizes Issue Facebook page.</p> <p>Sally W carrying out assemblies at Lavington School during January to further promote the LYN and its wider role.</p>	<p>Promote Youth Grants scheme through social media too, so community aware of it.</p>
<p>Update on Young people's LYN development event proposed by Sally W for 2015. This will enable promotion and engagement with young people to ensure they involved. Young people will develop ideas that have been generated, those referred to in the notes above. Have approached Devizes Town Council for use of their venue and this was proposed at their Town Council meeting on Tuesday 18th November and agreed. Date has since been set for Thursday 12th February 2015 4pm-7pm approximately.</p>	<p>Venue has been confirmed and catering booked. This event will require funding, Sally W to put forward to Area Board. Posters and flyers being sent to schools January 2015.</p>
<p>Youth Grant funding applications- Application received for Young People's Art Competition for running costs. Sally W supported the group to complete the application form and a young person was involved in this process. The group have requested just over £300, this application will be scored and recommendations made through a sub meeting as the next LYN is after the January area board and this group needs to know the outcome before February 2015.</p> <p>A second application is for £2600 towards producing a film promoting employment</p>	<p>Sally W to organise this action in January 2015.</p> <p>Sally W to make recommendations to Area Board in January 2015.</p>

<p>opportunities for SEND young people in the Devizes area. This will start in Spring 2015. This application was scored at this LYN and it was positively received, recommended to proceed. This decision will go to the January area board for approval. However, this project was discussed at a recent extraordinary Area Board meeting in December and agreed in principle then by the Area Board members, for it to be funded from either the area board or youth grant funding. The LYN have recommended it be funded from the Youth Grant funding.</p>	<p>Actions to note-young people must be fully involved in participating in the entire project and that it fully benefits Devizes young people. Must ensure monitoring and evaluation takes place in accordance with policy attached to Youth Grant funding. LYN management group must ensure these happen.</p>
<p>AOB-In relation to the proposed Devizes School lunch club initiative, the LYN have asked Sally W to approach school to offer support to this project through her role, to see if it can be reviewed as appears to meet needs of young people, highlighted in recent consultation data. If this meets identified young people's needs then it is a priority. Must establish the evidence of need from young people first so this needs exploring. LYN agreed to underwrite at a suggested £1.00 per week per young person but this will need further discussion. Use independent volunteers as opposed to school staff or a combination and link this project to the proposed youth club provision, detailed in these notes above. Must have a programme of positive activities embedded.</p>	<p>Set up a meeting with Devizes School.</p>
<p>AOB-Consulting with young people continued...</p> <p>Next LYN Management Group meeting</p>	<p>Extended services survey was carried out during past three years countywide, via schools. Sally W to find out where data collated. The extended schools coordinator for Devizes, at the time, conducted locally, DCAP were involved-Tony Stedgwick, local resident and was chairman of DCAP before Steve Mackie.</p> <p>2nd February 2015 17:30-19:30pm Estcourt Rooms, Devizes.</p>

Author-Sally Willox Community Youth Officer-6 January 2015

Positive Activities Overview for Devizes Local Youth Network

Date: January 14th 2015

This document is in a *draft* format as certain information is needed to be gathered over the coming weeks/months that will inform and direct the positive activities for young people that need to take place in this area. This is a working document and will change, depending on the analysis of data from a needs analysis.

1. Vision Statement:

Devizes Local Youth Network's Vision for young people in the Devizes Community Area.

2. Key Outcomes:

We want to achieve the following outcomes for young people in Devizes:

- Improve young people's well-being
- Develop new provision to meet young people's needs
- Develop the breadth of opportunities for young people with special educational needs and disabilities, to enable them to access further/higher education and employment. This can be through internships or apprenticeships too
- Improve young people's resilience through the development of positive activities. This will enable them to develop new interests, take part in new opportunities, meet new people and socially interact, have trusted adults to talk too and seek support/guidance from
- Enable young people to feel valued, listened too and be part of the active community (through engaging them in the local youth network for example and actively involving them in developing new positive activities for young people and to volunteer as part of any new provision)
- Allow young people and the wider community to understand and access information about what there is to do in their community, for young people aged 13-19 and up to age 25 for those with special educational needs and disabilities (produce a community mapping resource and know where to access this on the internet)

3. Needs Assessment:

- How has the overview been developed? Through consultation with young people at local secondary schools-surveys, collating data and analysing to ascertain 'what young people want/identifying priorities'. This has been through tutor group sessions and assemblies, as well as visits to local clubs/groups (eg Devizes Rugby Club and west Lavington youth Club)

- Evidence of considering equalities issues? Discussions at local youth network management meetings about the need to ensure there are opportunities created for young people with SEND to access and that they can participate in non-specific activities too. Captured in notes/actions/future strategic plan. Ensuring young people can travel to provision, consider this factor with new positive activities developed. To work with transport providers to negotiate subsidised costs and to factor in transport fees to any funding bids (advise applicants to Community Youth Grants). Any cost implications attached to activities/provision need to have factored in the ability to waiver to those that require this.
- 13-19 population profile? Sought from existing data available and will be produced in the strategic plan.
- Key findings from the Joint Strategic Assessment? Reflected upon in strategic plan.
- Stakeholder views? Reflected upon in strategic plan.
- What positive activities are currently available? This is available on www.sparksite.co.uk, a recent update of community mapping has been carried out by the Community Youth Officer and is available to view. All provision is on Sparksite and will be continually reviewed and updated.
- What are the gaps? Gaps in provision are being identified as part of the analysis of young people's surveys/feedback and are being drawn together as identified priorities, by the local youth network management group.

To date these are: a safe place to go in the form of a youth club/café but not specifically just in one location but in several areas so young people can access this where they live. The idea being developed is to have a central youth club facility with satellite provision operating in identified estates, using community halls and also villages/halls. This will rely on partnership working and a plan is being initiated already.

Also for young people to have a varied diverse programme of opportunities for school holiday times but not just one or two days per week but spanning across the free time.

Young people are requesting new positive activities that enable them to develop art form, music and media. They would like access to skilled professionals to teach them these new skills.

Specific activities for young people with special educational needs and disabilities to participate in, with a focus on outdoor sports.

4. Priorities:

- *Youth club/café with satellite provision*
- *School holiday varied programme of positive activities*
- *Music, media and art opportunities*
- *Sport/outdoor activities for young people with SEND*

5. Objectives:

Develop more positive activities and provision for 13-19 year olds across the Devizes Community as a whole but to meet the identified gaps that the needs analysis has highlighted. Specifically focus on those young people who are vulnerable for diverse reasons, with a focus on those who are difficult to engage. Must ensure outlying areas and villages have sufficient secured provision and will concentrate engagement with these areas to enable this to take shape.

WILTSHIRE COUNCIL

Devizes AREA BOARD
26 January 2015

Youth Grants Area Board funding application

1. Purpose of the Report

To ask the Area Board to consider one application seeking 2014/15 Youth Grants funding.

SEND film project to promote employment opportunities for young people.

Background

1.1 Area Boards have authority to approve Youth Grants area applications as per the Leaders Guidance for Community Area Grants on positive Activities for Young People, adopted by Devizes Area Board on 29th September 2014. Area Boards will allocate their dedicated youth funds in accordance with this guidance issued by the Leader, meeting requirements of the Constitution. These decisions will take place at the public meetings to ensure that consideration on how the Youth Grants funding is deployed is open and transparent.

1.2 Area Boards must comply with the statutory equality and safeguarding duties as well as the council's rules on contracts and procurement and the code of conduct, as well as ensuring the Community Youth Grants criteria is met. Area Boards have been delegated the responsibility to ensure positive activities for young people are secured sufficiently to improve their well-being and to ensure support from Wiltshire Council Children's Services has been received. This support will fundamentally come from the local areas Community Youth officer so Area Boards need to be sure this resource has been offered and enabled.

1.3 The Community Youth Officer is required to provide recommendations from the Local Youth Network management group through a report submitted to the Area Board. These recommendations will be generated from the Local Youth Network management group through the use of a scoring sheet matrix of each Youth Grant funding application. Community Area Boards must take into account these recommendations, advice and guidance.

1.4 When considering funding applications, the Area Board must ensure there is evidence that young people have participated in the decision making process. This will have been verified by the Community Youth Officer.

1.5 Area Boards must ensure that safeguarding and quality assurance standards have been met and that and must have the necessary policies and procedures in place to meet legal requirements. The Community Youth Officer will have carried out these checks on the group that has submitted an application for funding.

1.6 Applications of up to and including £5000 can be made for a Community Youth Grant and those that have sought match funding will carry more weighting.

1.7 Applications that involve and benefit groups of vulnerable young people will be given extra weighting when coming to a decision.

1.8 Applications must help meet the identified needs, priorities and outcomes for young people in the area that the Local Youth Network has provided through its community needs analysis.

1.9 Applications must be for positive activities for young people aged 13-19 (up to 25 years of age for young people with special additional needs and or disabilities and must be for new projects and or support community projects, not retrospective applications. The Community Youth Grant funding is for revenue based positive activities for young people and is ring-fenced for this purpose.

1.10 Those applying for funds must be a voluntary or community sector organisation or have a sponsor organisation. Applications may be received from a parish/town council or school or other statutory service, providing conditions of application have been met, as per criteria. Groups of young people may apply providing they have the support of a supporting/sponsor organisation.

1.11 Area Boards will not consider Community Youth Grant applications from town and parish councils or schools/other statutory bodies for purposes that relate to fund their normal services and or activities

1.12 The funding is not to replace other local funding which is used to support services and activities for young people and the Area Board is required to ensure the funding enhances and complements local provision/resources.

1.13 The Area Board will ensure that impact assessment will form a condition of any funding decision to enable monitoring of the effectiveness of positive activities. The Community Youth Officer and the Local Youth Network management group will carry this role out. This will include recipients completing and returning evaluation forms and accounts of expenditure.

1.14 The emphasis of this Community Youth Grants funding is to support the ethos of the community-led model for the provision of positive activities for young people, which supports young people and their communities to come together to develop a local response to meet local needs. Therefore, applications that embrace and evidence this should be encouraged.

1.15 Area Boards will consider funding applications at every meeting whilst there is still funds available.

1.16 The funding criteria and application forms are available on the council's website:

<http://www.wiltshire.gov.uk/council/areaboards/communityyouthactivitiesgrants.htm>

Background documents used in the preparation of this report-

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Devizes Local Youth Network Management Group notes and actions
- Positive Activities for Young People local Youth Network (LYN) Terms of Reference
- Positive Activities Toolkit for Community Area Boards

2. Main Considerations

2.1. Councillors will need to be satisfied that Youth Grants awarded in the 2014/2015 year are made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding.

2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.

2.4 Councillors will need to ensure that young people have been central to each stage of this Community Youth Grant funding application.

3. Implications

Environmental and community implications

3.1. Area Board grants contribute to the improvement of positive leisure-time activities for young people throughout their local community and the intention will be for the awarding project to add to this. The specific project will determine the scope of this.

Financial implications

3.2 No specific ones to report.

Legal Implications

3.3 No specific legal implications to report.

HR Implications

3.4 No specific implications to report

Equality and Diversity Implications

3.5 This project is specifically aimed at and therefore open and accessible to all young people aged 13- 25, with special educational needs and or disabilities.

4. Recommendations

That the application meets the grants criteria and is a revenue based project, meeting locally determined need, to provide a positive activity for young people.

To agree funding of £2,600 for pre-production, production and post production costs, running costs, to enable a film to be produced with young people from the Devizes community area in a fully participative role.

Report Author: (Sally Willox-Devizes Community Youth Officer)
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E-Mail: sally.willox@wiltshire.gov.uk

WILTSHIRE COUNCIL
Devizes AREA BOARD
26 January 2015

Youth Grants Area Board funding application

1. Purpose of the Report

To ask the Area Board to consider one application seeking 2014/15 Youth Grants funding.

Young People's Art Competition and exhibition are seeking £250.17 towards running costs of their event, this will be towards prizes and printing costs to run this event.

Background

1.1 Area Boards have authority to approve Youth Grants area applications as per the Leaders Guidance for Community Area Grants on positive Activities for Young People, adopted by Devizes Area Board on 29th September 2014. Area Boards will allocate their dedicated youth funds in accordance with this guidance issued by the Leader, meeting requirements of the Constitution. These decisions will take place at the public meetings to ensure that consideration on how the Youth Grants funding is deployed is open and transparent.

1.2 Area Boards must comply with the statutory equality and safeguarding duties as well as the council's rules on contracts and procurement and the code of conduct, as well as ensuring the Community Youth Grants criteria is met. Area Boards have been delegated the responsibility to ensure positive activities for young people are secured sufficiently to improve their well-being and to ensure support from Wiltshire Council Children's Services has been received. This support will fundamentally come from the local areas Community Youth officer so Area Boards need to be sure this resource has been offered and enabled.

1.3 The Community Youth Officer is required to provide recommendations from the Local youth Network management group through a report submitted to the Area Board. These recommendations will be generated from the Local Youth Network management group through the use of a scoring sheet matrix of each Youth Grant funding application. Community Area Boards must take into account these recommendations, advice and guidance.

1.4 When considering funding applications, the Area Board must ensure there is evidence that young people have participated in the decision making process. This will have been verified by the Community Youth Officer.

1.5 Area Boards must ensure that safeguarding and quality assurance standards have been met and that and must have the necessary policies and procedures in place to meet legal requirements. The Community Youth Officer will have carried out these checks on the group that has submitted an application for funding.

1.6 Applications of up to and including £5000 can be made for a Community Youth Grant and those that have sought match funding will carry more weighting.

1.7 Applications that involve and benefit groups of vulnerable young people will be given extra weighting when coming to a decision.

1.8 Applications must help meet the identified needs, priorities and outcomes for young people in the area that the Local Youth Network has provided through its community needs analysis.

1.9 Applications must be for positive activities for young people aged 13-19 (up to 25 years of age for young people with special additional needs and or disabilities and must be for new projects and or support community projects, not retrospective applications. The Community Youth Grant funding is for revenue based positive activities for young people and is ring-fenced for this purpose.

1.10 Those applying for funds must be a voluntary or community sector organisation or have a sponsor organisation. Applications may be received from a parish/town council or school or other statutory service, providing conditions of application have been met, as per criteria. Groups of young people may apply providing they have the support of a supporting/sponsor organisation.

1.11 Area Boards will not consider Community Youth Grant applications from town and parish councils or schools/other statutory bodies for purposes that relate to fund their normal services and or activities

1.12 The funding is not to replace other local funding which is used to support services and activities for young people and the Area Board is required to ensure the funding enhances and complements local provision/resources.

1.13 The Area Board will ensure that impact assessment will form a condition of any funding decision to enable monitoring of the effectiveness of positive activities. The Community Youth Officer and the Local Youth Network management group will carry this role out. This will include recipients completing and returning evaluation forms and accounts of expenditure.

1.14 The emphasis of this Community Youth Grants funding is to support the ethos of the community-led model for the provision of positive activities for young people, which supports young people and their communities to come together to develop a local response to meet local needs. Therefore, applications that embrace and evidence this should be encouraged.

1.15 Area Boards will consider funding applications at every meeting whilst there is still money available.

1.16 The funding criteria and application forms are available on the council's website:

<http://www.wiltshire.gov.uk/council/areaboards/communityyouthactivitiesgrants.htm>

Background documents used in the preparation of this report-

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Devizes Local Youth Network Management Group notes and actions
- Positive Activities for Young People local Youth Network (LYN) Terms of Reference
- Positive Activities Toolkit for Community Area Boards

2. Main Considerations

2.1. Councillors will need to be satisfied that Youth Grants awarded in the 2014/2015 year are made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding.

2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.

2.4 Councillors will need to ensure that young people have been central to each stage of this Community Youth Grant funding application.

3. Implications

Environmental and community implications

3.1. Area Board grants contribute to the improvement of positive leisure-time activities for young people throughout their local community and the intention will be for the awarding project to add to this. The specific project will determine the scope of this.

Financial implications

3.2 No specific ones to report.

Legal Implications

3.3 No specific legal implications to report.

HR Implications

3.4 No specific implications to report

Equality and Diversity Implications

3.5 No specific implications to report. This project is open and accessible to all young people aged 13-19 and up to age 25 for those with special educational needs and or disabilities, as per funding criteria.

4. Recommendations

That the application meets the grants criteria and is a revenue based project, meeting locally determined need, to provide a positive activity for young people. The project is being run by a group of volunteers with necessary policies and procedures in place

To agree funding for the project of £250.17 to purchase prizes for young people, buy printer cartridges and printing paper to produce the promotional material.

Report Author: (Sally Willox-Devizes Community Youth Officer)
Tel No: (01380) 826516 / 07768965785
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Appendices: Copy of Community Youth Grant for Young People's Art Competition and Exhibition

Local Youth Grant Detail

Started on: 09/12/2014 21:04:24

ID: 31

Current Status: Application Received

To be considered at this meeting:
tbc contact Community Area Manager

Current Case Notes

13/01/2015 10:13:02 This application for funding has been scored and recommended by the local youth network management group and will be submitted to the January area board in devizes where a decision to award the funding will be made. Sally Willox Community Youth Officer.

1. Project title? (Max. 8 words Eg. Tinkleton Village Youth Transport Project)

Young people's art competition and exhibition

2. Project summary: (100 words)

Provides an opportunity for young people in the Devizes community area, to develop and showcase their art skills and encourage newcomers to art.

3. Amount of funding required:

£0 - £1000

4. Which Area Board are you applying to? Not sure? [-check on a map](#)

Devizes

5. What is the Post Code of where the project is taking place?(If the application is for something that will move around to different locations please insert the post code for where it will be based for the majority of the time.)

SN10 2JZ

6. Please tell us which theme(s) your project supports:

- Informal education
- Youth work/development
- Sport/Leisure
- Residential
- Arts/Culture
- Employment or training

- 1:1/group work
- Community Project
- Community Safety
- Volunteering
- Environment
- Health
- Other

If Other (please specify)

7. About your project

Please tell us about your project (a strong application will address all of the following):

- How does your project support local needs and priorities?
- How have young people been involved in your project so far?
- How many young people do you expect to benefit?
- How will your project be accessible and affordable?
- How will you encourage volunteering and community involvement?
- How will you ensure your project is accessible to everyone (Disabled, low incomes, vulnerable, etc.)
- How will you ensure your project is inclusive?
- How will you work with other community partners?

Give opportunities to young people to develop their interests in art. We have spoken to the community youth officer and she has informed us that young people are requesting new art activities. There have been nine annual exhibitions/competitions with an average of 120 entries per year. Young people will get involved with promoting the competition this year. We are hoping to match the same amount of entries from the previous years or increase the numbers through greater publicity. It is free to enter and young people up to 18 can take part. You are able to enter through an electronic or paper format in various locations. We volunteer to place up the art work and exhibit it, this is also a community wide project. We are involving the community as we are allowing for anybody to view the art work at any time following the prize giving. This can inspire others. This project is open to all young people and assistance is given so access is available to the exhibition venue. The St Mary the Virgin Bishop's Cannings church provides the exhibition venue and the Lawrence Society of Art provide a free membership within the 15-18 category and they fully support the project. Community partners such as schools and local businesses promote the project.

8. Safeguarding

Please tell us about how you will protect and safeguard young people in your project (You must address all of the following):

- Please evidence your commitment to safeguarding and promoting the welfare of children and young people.
- How do you make sure staff and volunteers understand their safeguarding

responsibilities?

- Are staff and volunteers Disclosure and Barring Service (DBS) checked and do you hold a central record of this as well as details of staff references.
- Who in your organisation is ultimately responsible for safeguarding?
- How do you ensure that young people are kept safe online when accessing your services?

We undertake to exercise proper care in the selection and appointment of those who will work with children and young people. We commit to nurture and protect children and young people. We adopt and are committed to implementing 'Working together to Safeguard Children 2013'. This is the parish safeguarding policy statement through the church of England, Diocese of Salisbury. The project initially proposed by the vicar of St Mary the Virgin Bishops Cannings church 10 years ago, so this is why we are using their safeguard policy. This is where the exhibition and prize giving takes place. The group of volunteers that manage the project act under this policy. DBS clearances are in place for key adults involved. Alan Stonell is ultimately responsible for safeguarding, with his DBS registered with Diocese of Salisbury.

9. Monitoring your project

How will you know if your project has been successful?

We shall measure the success by monitoring the number of art works entered and hoping to increase entries through greater publicity in schools and youth groups. We hope to develop the interest in art for the younger generation.

10. Finance: if you are a new organisation and don't have accounts leave blank and tick box below

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

£

Why can't you fund this project from your reserves:

We are a newly formed group and do not yet have published accounts: yes

10b. Project Finance:

Part One: *required

Total Project cost help	£250.17
Total required from Area Board	£250.17

Part Two: Please itemise your project expenditure and project income *required

Itemised Expenditure eg Materials help	£	Itemised Income eg Our reserves	£	Income confirmed?
prizes	£150.00		£	
printer cartridges	£87.92		£	
printing paper x 5 reams	£12.25		£	
Total	£	Total	£	

11. Have you or do you intend to apply for a grant for this project from another area board within this financial year?

no

12. Tick all the Area Boards to which you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year)

- Amesbury
- Bradford on Avon
- Calne
- Chippenham
- Corsham
- Devizes
- Malmesbury
- Marlborough
- Melksham
- Pewsey
- Salisbury
- Southern Wiltshire
- South West Wiltshire
- Tidworth
- Trowbridge

- Warminster
- Westbury
- Royal Wootton Bassett & Cricklade

13. DECLARATION

Supporting information

Do you have the following (please tick any that apply):

- Child Protection Policy
- Safeguarding Children
- Procedure for dealing with an allegation against a member of staff or a volunteer
- Complaints Procedure
- Public Liability Insurance
- Health & Safety
- Whistle blowing policy
- Internet use policy
- Constitution
- Annual Accounts
- Business/Project Plan (For projects where total project cost is over £50,000)

Legal declaration

- The information on this form is correct, that any award received will be spent on the activities specified.

Evaluation Received 18/10/2014 17:14:06

1. I confirm that our project was completed in accordance with the conditions of the approved application.

yes

2. I confirm that all pictures, quotes, receipts and invoices are available for inspection upon request to prove the above.

yes

3. I confirm Wiltshire Council's financial support was acknowledged in our publicity, printed or website material.

no

If No, give details:

We have no publicity, printed or website material in which to acknowledge it

4. Our project was successful in delivering the proposed community benefits.
yes

5. The grant application process was.
very good

6. Any further information that you would like to tell us about your project

Report to	Devizes Area Board
Date of Meeting	26th Jan 2015
Title of Report	Area Board Grants

Purpose of Report

To ask Councillors to consider 6 applications seeking 2014/15 Community Area Grant Funding.

1. **Urchfont Village Hall** are seeking £5,000 towards improving the doctor's surgery facilities at Urchfont Village Hall
2. **Bishops Cannings Cricket Club** are seeking £5,000 towards a safe shed for equipment and machinery
3. **West Lavington Village Hall** are seeking £2,468 towards the redesign and refurbishment of their BMX track
4. **Devizes Bowls Club** are seeking £5,000 towards the refurbishment of their veranda
5. **Devizes Outdoor Celebratory Arts** are seeking £1,928.40 towards equipment
6. **Devizes Sports Club** are seeking £5,000 towards new washrooms

All these applications meet the grants criteria and are presented to the Area Board for consideration

The full details of grant applications are available on the following link:

<http://www.wiltshire.gov.uk/council/areaboards/communityyouthactivitiesgrants.htm>

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5th April 2013). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance.
- 1.2. In 2014/15 the officer is required to only ensure that the request meets the funding criteria but not to make any recommendations.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.4. The allocation for Devizes Area Board in 2014/2015 is a capital only grants system
- 1.5. Applications of up to and including £1000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1001 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.6. Area boards will not consider Community Area Grant (CAG) applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.7. In addition to CAGs, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle 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.
- 1.8. Officers are not required to provide recommendations in their funding reports. The decision to support applications is made by Wiltshire Councillors on the Area Board.
- 1.9. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.10. Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available on the Wiltshire Council web site with the area board agenda papers and hard copies available upon request.
- 1.11. The funding criteria and application forms are available on the council's website <http://www.wiltshire.gov.uk/council/areaboards/areaboardscommunitygrantsscheme.htm>

- 1.12. All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.

<p>Background documents used in the preparation of this Report</p>	<ul style="list-style-type: none"> • Area Board Grant Guidance as presented for delegated decision • Devizes Community Area Plan • Devizes Joint Strategic Needs Document
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2. Main Considerations

- 2.1. 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.
- 2.2. Councillors will need to decide whether the community benefit will warrant the request.
- 2.3. This is the fifth round of funding during 2014/2015. There will be one more on March 23rd 2015

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 Devizes Area Board.
- 4.2. All awards are subject to the condition that no payment will be made until all other match funding has been confirmed.

4.3. If the award is granted, there will remain £22,042 capital money.

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 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 are outlined within section 8 – Officer Recommendations.

8. Officer Comments

Ref	Applicant	Project proposal	Funding requested
8	Urchfont Village Hall	Improved doctor's surgery facilities at Urchfont Village Hall	£5,000 towards a project costing £21,700

- I. This application meets the grants criteria and has been classified as a capital project
- II. Recent changes in the regulations laid down by the Care Quality Commission mean that more secure and private reception facilities are required for the Branch Surgery held in Urchfont Village Hall. The only way these can be provided without affecting the existing hall functions is to build a small extension.
- III. The additional funding for the project is being provided by the Parish Council, an NHS grant, reserves and the Urchfont Scarecrow Festival
- IV. Without these new facilities, the Parish would lose its local Surgery leading to inconvenience particularly for the very young and elderly residents

9. Officer Comments

Ref	Applicant	Project proposal	Funding requested
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9	Bishops Cannings Cricket Club	To provide a secure shed for storing the club's equipment and machinery	£5,000 towards a project costing £27,339
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- I. This application meets the grants criteria and has been classified as a capital project
- II. The current shed has an earth floor resulting in a damp atmosphere resulting in rust to machinery. In addition rats, mice, voles and other mammals ingress and chew.
- III. The shed is not secure and there have been two occasions when it has been broken into and equipment stolen.
- IV. The proposal is for a solid cement base and a secure shed which is larger than the current one. This will allow all of the machinery and equipment to be stored.
- V. Bishops Cannings Cricket Club is a thriving club with a large membership including many young people.
- VI. The majority of funding will be via a Virador grant

10. Officer comments

Ref	Applicant	Project proposal	Funding requested
10	West Lavington Village Hall	Redesign and refurbishment of BMX track	£2,486 towards a project costing £4,972

- I. This application meets the grants criteria and has been classified as a capital project
- II. The current BMX track is situated on West Lavington playing field. It was built 5 years ago as a result of the youth club seeking and obtaining funding for it to be constructed.
- III. The track has proved very popular and after 5 years of intensive and continuous use, it now requires a major refurbishment. This will be accompanied by a redesign and upgrade resulting in an improved offer
- IV. Match funding is being provided by the Parish Council. The young people who use the facility are involved and are keen to see the track brought back to a useable state.
- V. Providing positive activities for young people is a priority for Devizes Area Board

and the provision of BMX tracks is a proven way of delivering something that is wanted and will be used.

11. Officer comments

Ref	Applicant	Project proposal	Funding requested
11	Devizes Bowls Club	Refurbishment of veranda	£5,000 towards a project costing £14,244

- I. This application meets the grants criteria and has been classified as a capital project
- II. The veranda at the bowls club was damaged during bad weather and is in need of replacement. It is also in need of refurbishment and upgrading as it's design is causing damage to the club house.
- III. The club is providing funding from its reserves and the remainder is coming from Bowls England
- IV. The veranda will provide a sheltered access and viewing area which is essential for the club.

12. Officer comments

Ref	Applicant	Project proposal	Funding requested
12	Devizes Outdoor Celebratory Arts (DOCA)	Equipment for Devizes Outdoor Celebratory Arts activities and events	£1,928.40 towards a project costing £3856.80

- I. This application meets the grants criteria and has been classified as a capital project
- II. DOCA require new equipment, including flag poles, lantern making kits for schools & community groups and catering tools for fundraising activities.
- III. The purchase of this will support and enhance the hugely popular and inclusive programme of outdoor arts events and participatory activities, which include the Devizes International Street Festival & Carnival and the Christmas Lantern Parade. The equipment will enable DOCA to offer new activities (silk flag making, to be then used at all our events); make more sustainable and efficient the lantern making for schools, and improve fundraising activities. DOCA have to match their annual Arts

Council grant (approx. @£80,000 per year) with funds they raise ourselves.

IV. Match funding will come from the Arts Council grant

V. The community benefits of DOCA activities and events include:

- ✓ Over 18,000 attendances each year with the numbers continuing to increase.
- ✓ Working with @17 schools as well as a number of community groups and families in the run-up to the lantern parade
- ✓ Targeted work to groups such as young carers and those at risk of exclusion
- ✓ Economic benefits from visitors
- ✓ Increasing volunteering

13. Officer comments

Ref	Applicant	Project proposal	Funding requested
13	Devizes Sports Club	Provide new washrooms	£5,000 towards a project costing £17,284.44

- I. This application meets the grants criteria and has been classified as a capital project
- II. They are looking to rebuild the washrooms to make the Sports Club a more attractive venue for function letting in order to generate additional income and make the club more sustainable.
- III. The current washrooms are very much rugby club toilets and do not promote a positive image when hiring the venue for weddings and parties.
- IV. Wiltshire Council Sports Officer has given his support to the project commenting that the pressing need is to improve the sports club and then market it better
- V. The additional funding will be provided by Viridor and from the constituent clubs that have responsibility for the sports club. (Rugby, Tennis and Cricket)
- VI. The three clubs have over 1100 members from the local area with numbers increasing. Income generated from the lettings will be used to invest in the clubs to develop coaching, increase membership and improve facilities.

No unpublished documents have been relied upon in the preparation of this report.

Report Author	Richard Rogers Devizes Community Area Manager Tel: 01225 718626 E-mail Richard.rogers@wiltshire.gov.uk
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DEVIZES AREA BOARD
26 January 2015

COMMUNITY AREA TRANSPORT GROUP
MEETING HELD ON MONDAY 12 January 2015

Purpose of the Report

To provide an update and recommendations to Devizes Area Board from the meeting of the Community Area Transport Group meeting held on Monday 12 November 2015.

Notes of Meeting

Present:

- Rob Edwards – Potterne PC (For part of meeting)
- Peter Evans - Devizes Town Council
- Ann Lumb - Great Cheverell Parish Council
- Kristian Price – Wiltshire Council
- Gareth Rogers - Senior Engineer, Wiltshire Council
- Richard Rogers - Community Area Manager for Devizes, Wiltshire Council
- Steve Valentine – Roundway Parish Council
- Philip Whitehead – Member of Devizes area Board and portfolio holder for Highways Contract

Apologies

- Kate Freeman – Chairman of DCAP Transport Sub-Group
- Kelvin Nash – Devizes Town Council

Funding Update	GR presented the current funding situation: (See summary at end of notes)
Potterne Parish Council – Request for crossing points	<p>Potterne Parish Council have requested that the CATG consider the construction of 3 crossing points:</p> <ol style="list-style-type: none"> 1. From Ryeleaze steps to footpath on Highlands wall side 2. Opposite existing Post Office to Rookes Lane 3. Bottom of Blounts Court estate to the Bash (George & Dragon) <p>Rob Edwards informed the group that the Parish Council was not sure if they would all be practical or helpful but would like the possibility to be considered</p> <p>The normal procedure is to look at the</p>

	<p>evidence to see if they are both possible and required. This would need to include whether there are sufficient pedestrians to justify it.</p> <p>The cost of the pedestrian and vehicle survey is @£1k</p> <p>DECISION – The group agreed to fund this initial survey and bring back to the CATG for further discussion</p>
Additional sign to Freith, Market Lavington	<p>The Parish Council is aware that residents of the hamlet of Freith are encountering problems when people both domestic and commercial are trying to find their location. This is due to the lack of signage for the Hamlet on the A360 with many Sat Navs directing people to the village of Potterne. The proposed solution is the erection of suitable 'Freith' name signage in both directions on the A360, at each end of the hamlet, similar to those of neighbouring villages.</p> <p>The CATG considered the request and felt that it is important to keep the identity of small hamlets such as Freith. The cost will be about £200</p> <p>RECOMMENDATION – The CATG recommends that the signs are installed as requested and the costs met.</p> <p>ACTION – Inform the Parish Council of the decision and ask for precise locations for the signs (RR)</p>
Updates:	
I. C20 Speeding – Is there any historical data?	GR has checked and no historical data exists. Peter Baxter has been informed.
II. Rotherstone	<p>Following discussions with the police, only one option remains that would have their support. This is to close the road.</p> <p>A third survey to consult on this has been completed. Opinion was completely split on whether it should take place offering no clear mandate for the work to commence. As expected those closer to the proposed scheme were more supportive. Residents</p>

	<p>have been informed of this decision.</p> <p>Two other actions remain:</p> <p>I. Introduce a 20mph speed limit. This can be considered alongside other requests from next year's budget</p> <p>II. Consider a reconstruction of the pavement and kerb height.</p> <p>ACTION – PE to put together information on the possible reconstruction so that PW can explore this option with the Highways team (PE)</p>
III. Long Street Freight Proposal	<p>Information has been given to Cllr Jacobs and we are waiting for a response.</p> <p>Long Street will be resurfaced in a few years time.</p>
IV. Bath Road Crossing	<p>The CATG agreed that they were not prepared to go ahead with the crossing without the support of the Town Council.</p>
V. Urchfont Hard Bus Standing – Has the PC agreed to pay £8,100	<p>The PC have agreed to pay the £8,100</p> <p>ACTION - Confirm to the PC that this will now go ahead (RR)</p>
VI. Narrowing of West End Farm Road, Rowde – Any news from the Parish Council (PW)	<p>The Parish Council have agreed with Cllr Whitehead and highways that no action can be justified to be taken now but the situation should be monitored</p>
VII. Great Cheverell – White markings outside 22 High Street (GR)	<p>The crossing and the road markings have been ordered. The house number is 33 High Street not '22' as wrongly entered in the previous notes</p> <p>A separate issue was raised of a resident who has placed rocks on the grass verge to prevent drivers going on it. A complaint has been received.</p> <p>KP informed the group that they need to be removed as the Council can be held responsible if a car is damaged. The solution is for plastic ones to be installed that act as a deterrent but do not damage vehicles. These can be licensed by highways but will need to</p>

	<p>be purchased by the householder.</p> <p>ACTION – Inform the house owner of the situation (KP)</p>
VIII. SID's	<p>Cllr John Thomson has considered the responses from Parish Councils. Although there was some support for funding the SIDs in the future there is not enough. A decision has therefore been made for Wiltshire Council to stop funding SID's from April 1st 2015. However, a possible proposal for those Parish Councils who wish to collectively pay for and use them is being put together.</p>
Outstanding Highways Issues	<p>The CATG looked at all the outstanding issues and agreed which should be closed and where action should be taken.</p> <p>ACTION – Update the issue system carrying out required actions and communicate the outcomes. (RR)</p>
Approved highways schemes	<p>Following some discussion, it was agreed to recommend the schemes to the area board as per the reports (PW)</p> <p>There was one concern that the potholes on Estcourt Street are continually being repaired. KP informed the group that it is on a list of future work but this will not be in the next 2 years.</p> <p>RECOMMENDATION – That the Area Board agreed to the list of proposed highways schemes as presented in the reports</p>
AOB	<ol style="list-style-type: none"> I. AL Questioned whether a letter will be written to freight companies asking them to avoid Great Cheverell where possible and use the alternative routes. A draft letter has been written and will be sent to the companies II. The budget situation was considered as a result of this meeting - Bath Road and Rotherstone have now been removed from planned work. III. Windsor Drive Footpath improvements ACTION – Put this on the agenda for the

	AQ group and consider using the substantive bid scheme alongside 106 funding.
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The date of the next CATG meeting is Monday 9th Mar 2015 at 10am in the Uffington Room upstairs in Kennet House, Devizes

Devizes CATG
FINANCIAL SUMMARY

BUDGET 2014 □ 15

CATG ALLOCATION 2014 □ 15

£15,751.00 CATG ALLOCATION 2014 □ 15

£24,920.29 2013 □ 14 underspend

Contributions

Area Board

£0.00

Dauntsey School

£20,000.00 West Lavington Zebra crossing

Rowde Parish Council

£296.50 50% Costs to maximum £1500

Urchfont Parish Council

£8,100.00

Total Budget 2014 □ 15

£69,067.79

Commitments carried forward from 2012 □ 13

New Park Street bus stop pole

167.07 Complete □ awaiting bill

Commitments carried forward from 2013 □ 14

West Lavington Ped Enhancements

1,583.00

Outstanding Works Omitted from Initial Phase Devizes

Experimental Coach Parking

1,190.00

Remaining for Traffic Regulation Order Costs West

Lavington Zebra Crossing

25,000.00 Complete □ awaiting final account

Devizes Cycle Parking

2,356.89 Order Value

Caen Hill Pedestrian improvements

4,000.00 Indicative cont to maint works (+ 4,000 from Melksham)

Actuals from 2014 □ 15

Bath Road Ped Crossing Survey

775.00 Actual

Devizes, Long Street Weight Restriction Assessment Initial scoping

1,279.00 Actual TBC

TBC

Commitments 2014 □ 15

Rowde Chestnut Close / Springfield Road Dropped Kerb Crossings

594.00 Order Value Great

Cheverell Crossing Point & On Carriageway Footway

2,126.42 Order Value Speed

Limit Implementation (C8 & C20)

8,000.00 Estimate Urchfont

Crossing & Bus Provison

13,100.00 Estimate Potterne

Pedestrian Crossing Investigation

1,000.00 Estimate Frieth'

Nameplate Signs

400.00 Estimate

Total commitment 2014 □ 15 **£61,571.38**

Remaining Budget 2014 □ 15 **£7,496.41 Underspend**

Recommendations to Devizes Area Board

The area board is asked to consider the following three recommendations:

- **Potterne Parish council proposed crossing points** – That approximately £1,000 should be spent on an initial survey that examines the pedestrian count and practicalities of the three proposed crossing points from Ryeleaze steps to footpath on Highlands wall side, opposite existing Post Office to Rookes Lane and the bottom of Blounts Court estate to the Bash (George & Dragon).
- **Market Lavington signs to Freith** – That approximately £200 should be spent on signs being erected on the A360 to direct vehicles to the Hamlet of Freith.
- **Proposed Highways Schemes** - That the Area Board agrees to the list of proposed highways schemes as presented in the reports to Devizes Area Board

Report Author: Richard Rogers, Devizes Community Area Manager

Wiltshire Council

Devizes Area Board

Date of meeting

Subject: Local Highways Investment Fund 2014 – 2020

Report Author: Parvis Khansari, Associate Director Highways and Transport

Executive Summary

Wiltshire Council has a major programme of investment in highway maintenance over the next six years which has started in 2014/15, and will see a significant improvement in the condition of the county's highway network.

The investment is being targeted at those roads in worst condition, and will include minor roads as well as the main roads. The scheme list for 2014/15 was considered by the Area Board earlier this year, and is fixed. The work is either completed or currently underway on these sites (See **Appendix 1**). There are also road safety and Community Area Transport Group schemes being implemented (See **Appendix 2**).

A list of roads for resurfacing and treatment in 2015/16 has been prepared (See **Appendix 3**). The site list has been developed taking into account the existing condition of the roads, road safety considerations and the anticipated deterioration in condition. The Area Board is asked to review this list, and suggest any other sites, particularly for consideration for future years.

The level of funding for highway maintenance in Wiltshire is significantly above the level of funding provided by the Department of Transport, with a budget of £21 million for highway maintenance and £3 million for bridge maintenance in 2015/16. The DfT funding for roads and bridge maintenance in Wiltshire has been £12.262 million for 2014/15, and is in the region of £16.500 million for 2015/16.

The Local Highways Investment Fund 2014 -2020 represents a significant increase in investment in road maintenance in Wiltshire.

Proposals

The Area Board is requested to:

1. Note the progress made on implementing road resurfacing and safety schemes in 2014/15
2. Consider the list of proposed highway maintenance schemes in their areas for 2015/16, and agree the final list for implementation.
3. Suggest any sites for consideration for inclusion in future year's highway maintenance and resurfacing programmes.

Reason for Proposal

Wiltshire Council has a major programme of investment in highway maintenance, which will see a significant improvement in the condition of the county's highway network.

The views of the Area Board are important in helping to identify local priorities for road maintenance, and future programmes of work.

Delays in finalising the list could result in non-delivery of sites, and your assistance in agreeing a final list for 2015-16 would be appreciated as there is a significant programme of works to deliver.

Wiltshire Council

Devizes Area Board

Date of meeting

Subject: Local Highways Investment Fund 2014 – 2020

Report Author: Parvis Khansari, Associate Director Highways and Transport

Purpose of Report

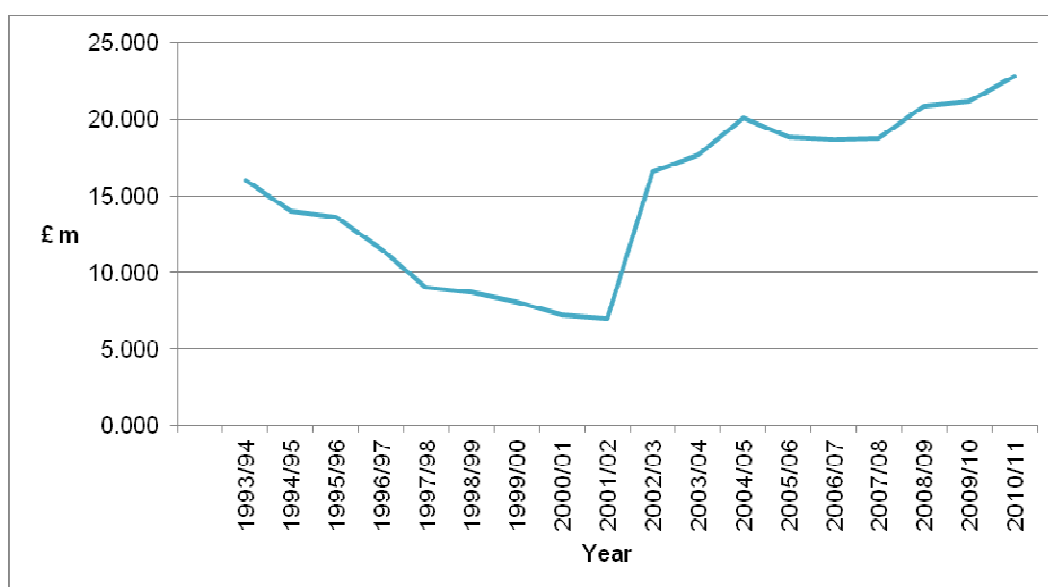
1. To advise the Area Board about progress made implementing the Wiltshire Council's Local Highways Investment Fund 2014 – 2020, and to agree the local highway maintenance priorities for 2015/16.

Relevance to the Council's Business Plan

2. The Council's Business Plan sets out the vision to create stronger and more resilient communities. It includes three key priorities and twelve actions that the Council will deliver over the next four years. One of the twelve actions is to 'invest additional money between 2014-17 to reduce the historic backlog in highways maintenance'.

Background

3. Expenditure on highways declined substantially during the 1990's, and there has been under investment in roads maintenance for years. It has increased since 2000/1, with the introduction of Local Transport Plan funding, but there is still a large backlog of maintenance required on the network.



5. Funding of highway major maintenance has continued to increase in Wiltshire in recent years, but with a series of bad winters and flooding earlier this year the road network has been badly affected.
6. Wiltshire Council has a major programme of investment in highway maintenance over the next six years, and this will see a significant improvement in the condition of the county's highway network.

Main Considerations

7. There is a substantial programme of road maintenance currently underway. The larger schemes in your area are shown in **Appendix 1**. Most of the surfacing across the county has already been completed, or is programmed for the coming months, subject to weather. The scheme list for 2014/15 is fixed and at this stage would only be changed in exceptional circumstances.
8. In a few cases schemes have had to be delayed because of public utilities work or other access difficulties, and these sites will generally be completed at the first available opportunity.
9. As well as those roads on the list of schemes circulated to Area Boards in 2014, additional sites have had to be treated because of damage caused by flooding. This additional work has been funded from additional funding provided by central government for winter damage and potholes.
10. There are ongoing programmes of local safety and Community Area Transport Group (CATG) schemes in the area, and recent larger projects are listed in **Appendix 2**.
11. The Local Highways Investment Fund 2014 – 2020 is being targeted at those roads in worst condition, and includes minor roads as well as the main roads. It is intended to produce a long term improvement in the condition of Wiltshire's roads by applying asset management principles. Road safety information and road condition data has been used to prepare a list of priority sites for treatment in 2015/16 in the community area as shown in **Appendix 3**.
12. In addition to the larger carriageway surfacing sites, the Council will also be repairing localised areas which are suffering from deterioration or which need repairs. A programme of pothole and defect repairs will continue across the county in response to local damage identified through our regular inspections or reports from the public and road users.
13. As well as addressing the roads in worst condition, improvements will be made to the drainage and footways to bring them up to standard. Some roads will have to be treated as priorities because of the need to ensure there is adequate skid resistance and they are in safe condition.
14. It is the intention that the Area Boards will have the opportunity to help identify local priorities for treatment for future years. Any sites which the

Area Board suggest will be inspected and considered for potential inclusion in the road maintenance programme for future years.

Safeguarding Implications

5. Does not apply.

Public Health Implications

6. Increased investment in road maintenance will have benefits for public health. The improved road surfaces, better skid resistance and associated safety improvements will help reduce the numbers killed and injured on the road network. These improvements would complement the other measures to improve road safety, such as traffic calming, speed limits, and schemes being developed by the Community Area Traffic Groups.
15. The improved road surfaces, particularly on the minor urban roads, will be of benefit to cyclists and pedestrians. Urban roads in poor condition may discourage cycling as cyclists who can be adversely affected by road conditions and uneven or damaged surfaces. The investment supports the strategy to encourage cycling as set out in the Council's Local Transport Plan.
16. Roads in poor condition in urban areas can result in disturbance and noise for residents, especially on busier routes carrying heavy goods vehicles at night. Better road surfaces should result in reduced background noise in residential areas, with potential mental and physical health benefits.
17. The Council monitors road collision data in order to focus safety improvements at those sites with the worst accident records. With the additional funding this process will continue, and where appropriate other alterations to signing, drainage, street lighting or road markings could be incorporated into resurfacing work to improve safety.

Environmental and Climate Change Considerations

18. The road network is particularly vulnerable to the effects of climate change. In recent years we have seen the effects of a series of severe winters which have resulted in damage to the roads and an increase in the number of potholes. Last year was the wettest on record and flooding damaged a number of roads in Wiltshire. In long periods of hot weather the surfaces can be damaged by melting, resulting in roads becoming slippery or deforming under traffic loads.
19. In the longer term a more robust highway network, with roads in better condition, will require less reactive maintenance and reduced travelling to respond to potholes and localised defects. A planned maintenance regime enables traffic disruption to be kept to a minimum. With unplanned maintenance the delays to traffic and associated fuel consumption can be considerable.

Equalities Impact of the Proposal

20. The improvements in road safety anticipated with increased investment in road maintenance would be expected to benefit all road users, but especially the more vulnerable, including pedestrians, cyclists and other non vehicle users.
21. The highway network is important to local businesses, and to public transport operators. The delays due to un-programmed maintenance and road repairs have been identified as concerns by local businesses. The high profile programme of works to address road conditions will help send the message that transport is important in Wiltshire and could help to promote inward investment and job creation.

Risk Assessment

22. There are serious risks in connection with road maintenance. These include the safety and reputational aspects of those killed and seriously injured on the highway network. In order to reduce these risks the Council has approved highway inspection and skid resistance procedures in place, but in order to keep the network in safe condition it is important that the highway network has adequate investment.
23. The road condition data collected through the technical surveys is used to focus investment on those sites where there is most need and greatest risk. As well as the safety benefits this approach also ensures that best use is made of the limited available funding in order to keep the asset in optimum condition.

Risks that may arise if the proposed decision and related work is not taken

24. The risks to the Council from lack of road maintenance are in terms of claims against the Council as the result of accidents, or in extreme cases prosecution as a result of particular incidents. As well as the safety and cost aspects, there are also significant reputational implications of such events.
25. Not carrying out highway maintenance is likely to lead to declining public satisfaction in the future as road conditions remain the same and no progress is made on improving them.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

26. There is a potential risk that the proposed investment will not deliver the improvements in road condition anticipated. This risk is being managed by using the technical data to focus the investment on those sections of road where work is required to meet safety requirements, and on those places where it would improve road conditions the most. Effective asset management will reduce this risk and make sure the investment is effective.

27. There is a risk that the investment will not increase public satisfaction with the service. In view of the initial results from those authorities which have made a substantial investment it would appear that satisfaction levels will improve in the longer term with the increased investment.

Financial Implications

28. Routine highway maintenance such as grass cutting, gully emptying and litter picking is paid for with Revenue funding. The majority of funding for major road maintenance and highway improvements is capital funding usually provided through the Maintenance Block Capital Grant from the Department for Transport (DfT). The allocation for Wiltshire for 2014/15 is £12.262 million, and for 2015/16 is expected to be in the region of £16.4 million.
29. The importance of highways investment has been recognised within the Wiltshire Council Business Plan 2013/17 and as a result an intention to invest additional Capital budget was factored into the financial plan based on assumed future grant levels. Highway maintenance funding in Wiltshire has been increased to £21 million for the six year period to 2020, with a budget for bridge maintenance of a further £3 million annually during this period.
30. It has been estimated that an annual expenditure of around £12.575 million would be required to maintain the highway network in its existing condition for the next 15 years. Spending less than this would result in road conditions deteriorating and public satisfaction reducing.
31. The funding of £21 million for highways maintenance for six years will result in a significant improvement to the condition of the network, including improving the condition of the unclassified roads, and improving safety on the classified roads

Legal Implications

32. The Council has a duty under the Highways Act to maintain the county's roads. The highway inspection procedures, policies and improvement plans ensure that this duty is fulfilled. The increased investment and improved road conditions will help the Council meet its responsibilities with regard to road maintenance.

Options Considered

33. The Council considered various options regarding funding levels for future highway maintenance, but it was concluded that an investment of £21 million annually would be realistic and would significantly improve the condition of the county's roads. Less funding would result in not all roads in poor condition being treated, and higher levels of funding were not considered realistic in the present circumstances.

Conclusions

34. The conditions of the road network are important to the public, and this is reflected through the People's Voice and NHT surveys. In order to improve carriageway conditions in Wiltshire, increased expenditure above the funding levels provided by the Department of Transport is being provided for highway maintenance.
35. The current funding of £21 million for six years will provide a significant improvement to the condition of the network, improving the condition of both unclassified and classified roads. As part of the scheme the opportunity is being provided to the Area Boards to help identify local priorities for treatment.

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Background Papers

The following unpublished documents have been relied on in the preparation of this report: None

Appendices

Appendix 1 – Devizes Highways Major Maintenance 2014 – 15

Appendix 2 – Devizes Integrated Transport Schemes 2014 – 15

Appendix 3 – Devizes Highway Major Maintenance Sites 2015 – 2016

APPENDIX 1

Devizes – Highways Major Maintenance Schemes 2014/15

Road	Location	Treatment	Approximate Length (m)	Completed/Programmed date
U/C	Eastfield leading to The Spinney	Resurfacing	530	March 2015
U/C	Hartmoor Road	Resurfacing and footways	340	January 2015
U/C	Broadleas Road	Resurfacing	440	December 2014
U/C	Kingsley Road leading to Kingsley Gardens	Resurfacing	255	January 2015
U/C	Allington Loop	Resurfacing	910	April 2015
A361	Devizes, Horton Rd roundabout incl. Northbound & Southbound dual carriageway to West End, Bishops Cannings	Resurfacing	840	Completed
A361	Devizes, Horton Rd roundabout incl. Northbound & Southbound dual carriageway to West End, Bishops Cannings	Resurfacing	1,180	Completed
A342	A342 Devizes Road near Sandy Lane	Resurfacing	1,000	March 2015
B3101	Marsh Lane, Rowde	Resurfacing	90	Completed
A361	A361 Caen Hill, Devizes	Resurfacing	160	February 2015
C8	C8 Devizes to Pewsey	Surface dressing	11,000	Completed

Devizes – Additional Sites 2014/15

Road	Location	Treatment
A360	Chocolate Poodle, Cheveral Road	Resurfacing
U/C	Greengate Road, Wedhampton	Resurfacing
A360	A360 Potterne High Street	Resurfacing

Devizes - Integrated Transport Schemes 2014/15

Road	Location	Scheme Description	Completion/ Programmed date
A360	West Lavington	Zebra crossing	Completed
U/C	Rowde, Chestnut Close / Springfield Road	Dropped kerbs	Completed
Various	Devizes, various locations	Cycle parking	January 2015
C20	Worton, High Street	Crossing point and traffic management	Underway
U/C	Devizes. Quakers Walk	Cycleway improvements, signing and lining	To be confirmed

Highways Major Maintenance 2015/16 – Devizes Area Board

Road	Location	Recommended Treatment	Estimated Length (m)
A360	S bends near Woodridge Farm	Skid Resistance Improvements	400
A3102	Westbrook Road, junction with A342, Bromham	Skid Resistance Improvements	55
A361	Bath Road, junction with The Locks, Devizes	Skid Resistance Improvements	886
B3098	Westbury Road, east of junction with Townsend, Little Cheverell	Skid Resistance Improvements	50
U/C	Sleight Road, Nursteed	Surfacing	910
U/C	West Central Car Park, off Maryport Street	Surfacing	169
C8	Horton Village	Surfacing	1166
A360	Potterne Village to Devizes	Surfacing	TBC
U/C	Greystones, Bromham	Surfacing	270

