

AGENDA SUPPLEMENT (1)

Meeting: Chippenham and Villages Area Board

Place: Wiltshire & Swindon History Centre, Cocklebury Road, Chippenham,
Wiltshire, SN15 3QN

Date: Monday 10 June 2024

Time: 6.30 pm

The Agenda for the above meeting was published on 31 May 2024. Additional documents are now available and are attached to this Agenda Supplement.

Please direct any enquiries on this Agenda to Stuart Figini of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718221 or email stuart.figini@wiltshire.gov.uk

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

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

8 **Partner and Community Updates** *(Pages 1 - 14)*

- Police Update Report
- Parish Forum Minutes

9 **Community Asset Transfer** *(Pages 15 - 30)*

- Report

DATE OF PUBLICATION: 7 June 2024



Area Board Update

Chippenham Neighbourhood Policing Team

June 2024

Proud to serve and protect our communities



Agenda Item 8

Chippenham Neighbourhood Policing Team

Inspector Pete Foster



Sergeant Jamie Ball (Town)



Sergeant Mike Tripp (Rural)



PCSO Barbara Young

*All Police Constables have the responsibility of the Town Centre as well as an additional geographic area of Chippenham



PCSO Stacey Cunningham



PC Jess Swanborough



PC Aimee Jenkins



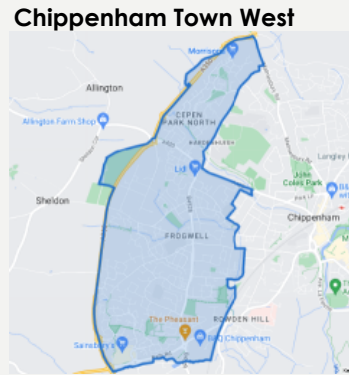
PCSO Lyn Staples



PC Paul Croft



PCSO Laura Maplesden



Our Community Commitment

ENGAGE REGULARLY WITH COMMUNITIES BY HOLDING FACE TO FACE EVENTS

- We will hold at least one public meeting / surgery per month, giving you a chance to meet your local team and find out more information on local policing priorities, crime stats and engagement opportunities
- We will advertise our public meetings and surgeries on the **Your Area** section of the Wiltshire Police website, on local Neighbourhood Policing Team social media channels and Community Messaging
- Every engagement opportunity will be recorded so we can ensure we are meeting our commitment to you
- We will hold regular face to face meetings and events with a wide range of community groups such as businesses, faith groups, youth groups and residents' associations
- We will bring policing out to your community, through the proactive use of the Neighbourhood Engagement Vehicles.

ENGAGE REGULARLY THROUGH ONLINE CHANNELS

- We will actively use local Neighbourhood Policing Team social media channels to engage with our communities
- Every Neighbourhood Policing Team will host quarterly Facebook Live events
- We will exchange information with those signed up to our Community Messaging alert system via email, text or phone and continue to promote this free service to new members.

INCREASE AND BROADEN OUR ENGAGEMENT ACROSS NEED TO REACH COMMUNITIES

- We will build Community Beat Profiles for each of our Neighbourhood Policing Team to help us better understand the specific communities within our local areas
- We will engage with specific community groups and those living and working in particular geographical areas about those issues that are important or impacts most upon them
- We will work with young people and our partners in education settings to help improve safety, reduce reoffending and, along with relevant other agencies, offer support to those who need it.

PUBLISH INFORMATION ON YOUR LOCAL TEAM, LOCAL PRIORITIES AND UPDATE ON ACTIVITY

- We will provide you with information so you know who your local Neighbourhood Policing Team is by publishing this on the **Your Area** section of the Wiltshire Police website
- We will publish monthly local priorities on the **Your Area** section of the Wiltshire Police website and, through our regular engagement with you, we will consult you when we are setting them
- We will provide community updates on activity being carried out to help tackle local priorities
- We will ensure intelligence-led visible patrolling in local communities, at least once a week, responding to local policing issues and concerns
- We will publish local policing updates, wherever possible, in community magazines / newsletters or bulletins.

CONSULT AND ENGAGE WITH COMMUNITIES ON KEY DECISIONS

- We will ask the public to take part in questionnaires and surveys to build information and improve our policing service
- We will provide visibility at Parish Council meetings and, in the absence of physical attendance, will provide a written update. We will also support a programme of additional meeting attendance through Area Boards or Community Safety Groups
- We will action feedback, concerns or complaints – and tell you what action has been taken. If we cannot help, we will help signpost the public to who can
- We will work closely with our partners, such as local authorities and parish and town councils, and community representatives i.e. businesses, faith groups, schools to tackle community issues
- We will work closely alongside local watch schemes to enable strong partnerships between the police and communities
- We will consult regularly with our Independent Advisory Groups (IAGs) to ensure they have a voice as a critical friend to help shape our policing service.

Our mission: Keeping Wiltshire Safe

Our priorities:

Safer public spaces

Violence

Burglary

Our Engagement Vision

Community Engagement impacts on everything we do

- We will use a range of techniques and channels to best connect with our communities to obtain their views on policing in the county, and ensure these techniques and channels are visible and accessible
- We will work collaboratively with a variety of partners to engage with communities where it makes sense to do so
 - We will actively encourage and enable people to be part of our policing conversations to help shape our approach, response, policy, and delivery
 - We will ensure our diverse and under-represented communities have a voice and are represented in conversations
 - We will demonstrate where we have listened and where we have changed our service as a result of what our communities are telling us
 - We will evaluate the success of our engagement activity and learn lessons to improve future engagement



JOIN OUR Q&A



Tuesday 14 May, 6pm on Facebook

Join us live and speak directly to your local policing team



Since we last met

Monday 13th May - To kick start [#OpSceptre](#) - a national operation to help tackle knife crime, Chippenham, Corsham and Calne Neighbourhood Teams worked alongside the Neighbourhood Harm Reduction Unit and our Police Cadets to perform a knife **Test Purchasing Operation** over the three towns.

Three out of nine shops visited failed the test and sold knives or other bladed articles to the cadet volunteers who were aged 15 and 16. Meetings have been held with Store Managers since this date and feedback passed to staff regarding the dangers of selling bladed articles.

22nd – 26th April - A total of 68 road related offences were detected in Chippenham and Calne during **Project Zero** this week.

Project Zero is a roads policing operation held every week at a different location in the county. Officers target drivers committing any of the fatal five offences in a bid to reduce the number of casualties on our roads. The project sees the Traffic Department intensify resources to target those who are driving at excess speed, drink/drug driving, using a phone while driving, not wearing a seatbelt or driving in a careless or dangerous manner.

April - Neighbourhood officers joined forces with police cadets to test safeguarding procedures and raise awareness of child sexual exploitation at local hotels. Working alongside the Neighbourhood Harm Reduction Unit (NHRU), plain clothes officers attempted to book a room with an underage cadet at a number of hotels in the Chippenham area as part of the **Hotel Watch Test Purchasing Operation**.

This was carried out to test the safeguarding procedures at the hotels. Follow up visits were carried out with the hotel managers of several hotels who failed to challenge room bookings. An emphasis was placed on education around exploitation and the signs to look out for.

13th April - Community Easter Event. Neighbourhoods Officers arranged a Community Event at **John Coles Park** on Saturday 13th April.

The event focussed on an introduction to the Neighbourhood Policing Team, Bike marking, Police Dog attendance, A look at our vehicles and gave an opportunity to raise any local concerns. Between 300 and 500 attended with the next event now arranged for Sunday 21st July.



Chippenham Police Easter Event

When?
Saturday 13th April
1000hrs - 1300hrs

What?

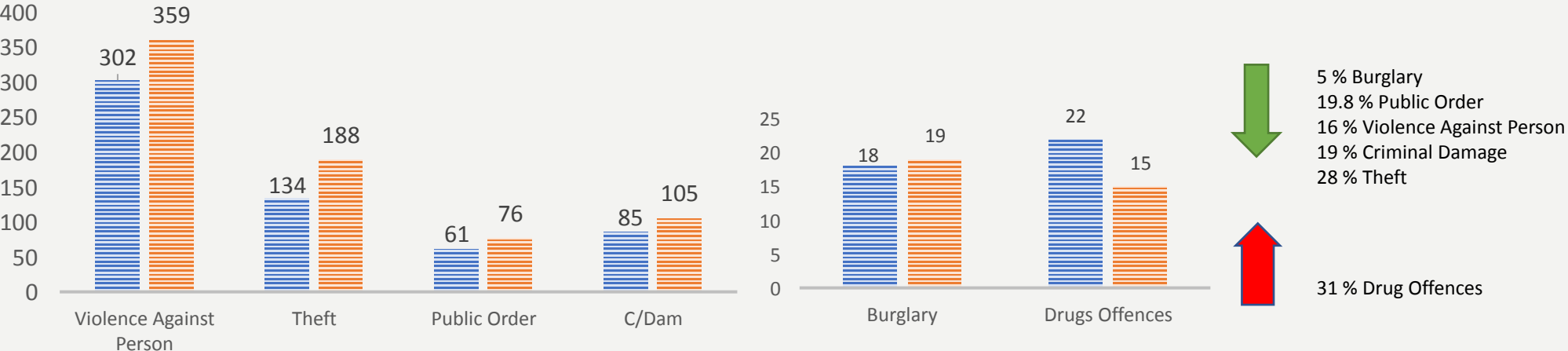
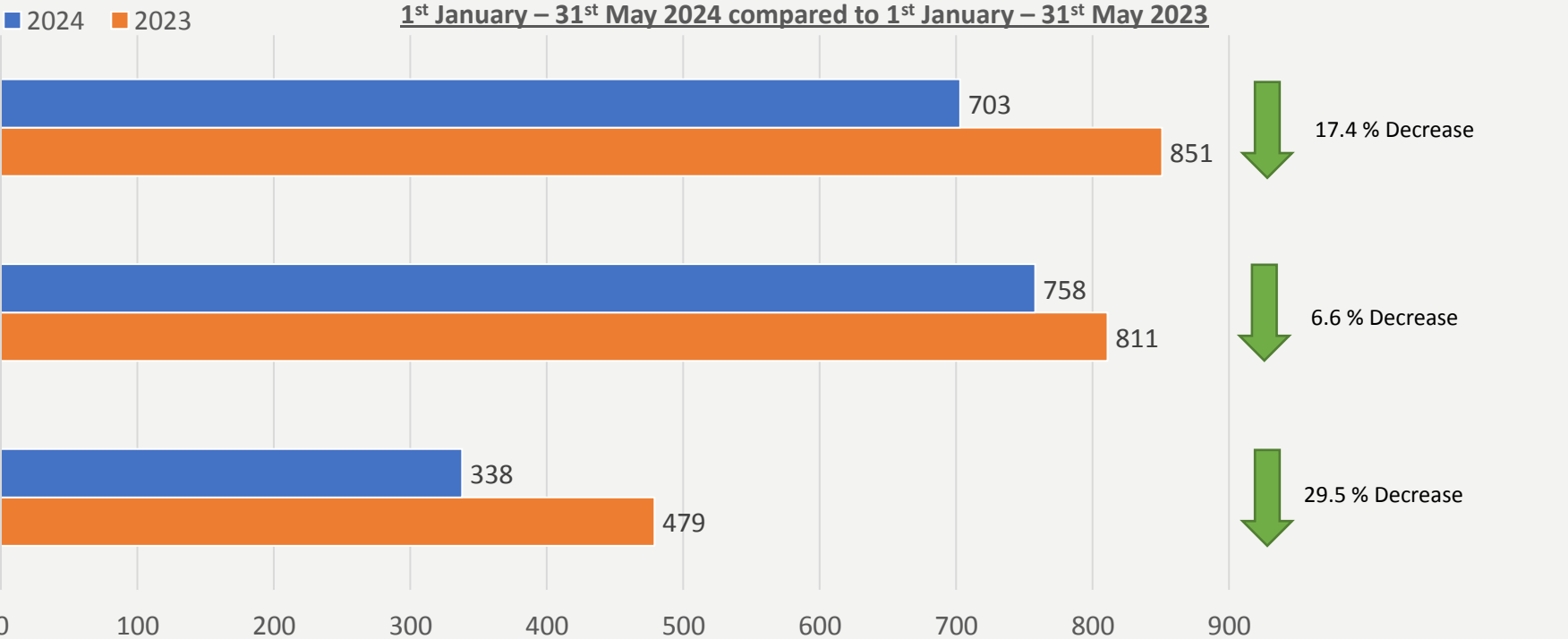
- Bike marking
- Meet the Police dogs
- Have a look around the cars
- Meet your local Neighbourhoods Policing Team
- And other activities for children...

Where?
John Coles Park, Fleet Road, Chippenham

Who?
Everyone is welcome

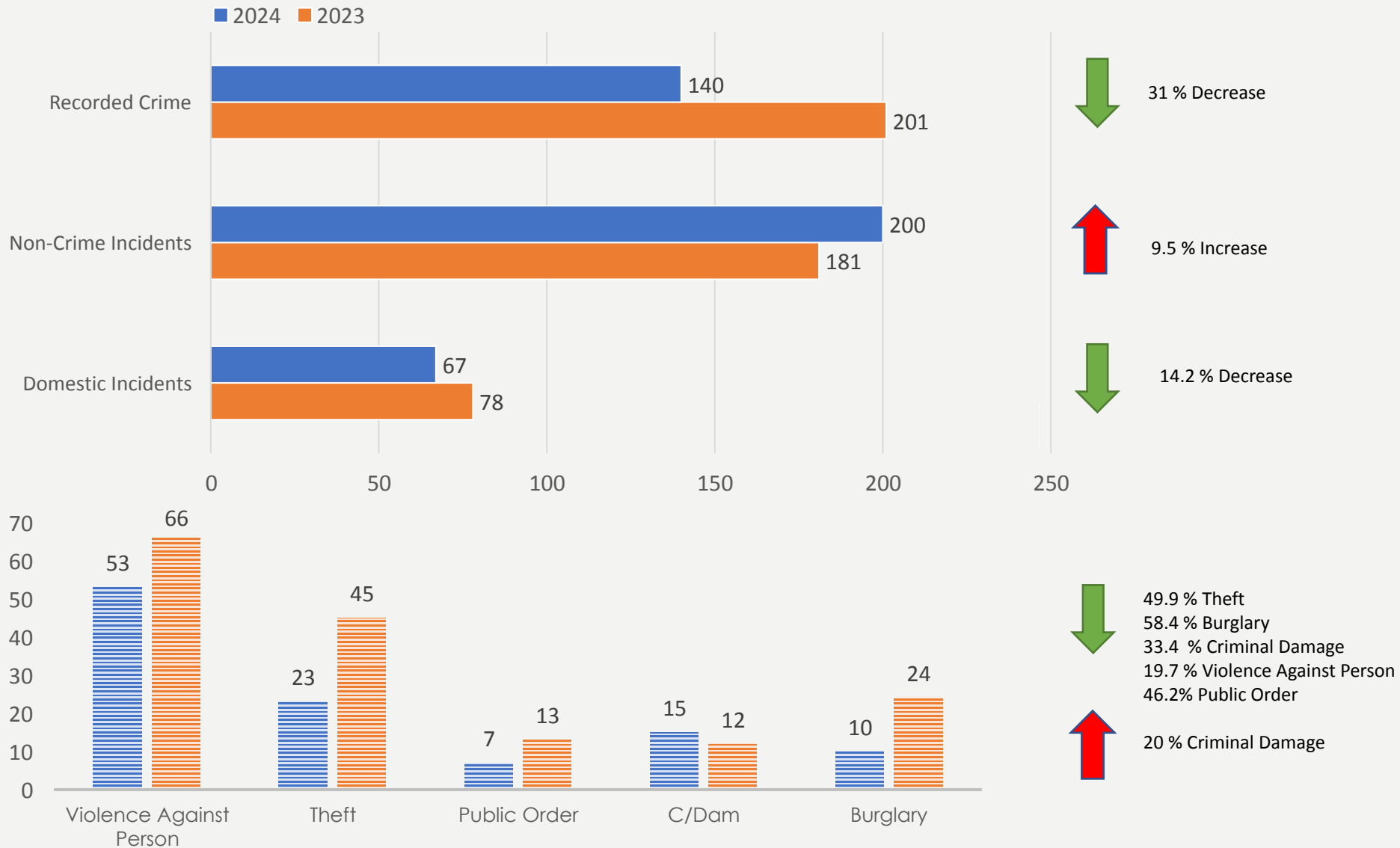
Chippenham Town Crime and Incident Statistics

Page 6



Chippenham Rural - Crime and Incident Statistics

1st January – 31st May 2024 compared to 1st January – 31st May 2023



Operational Priorities – 1st January – 31st May 2024

Chippenham Town Beats – Town and Rural Parishes

Safer Public Spaces

Violence
Violence against person

Burglary

95
ASB Reports

5.7 %
of force figures

355
VAP Reports

5.4 %
of force figures

28
Burglary Reports

3.8 %
of force figures

1653
Force Wide
ASB Reports

6529
Force Wide
VAP Reports

720
Force Wide
Burglary Reports

3.2 %
INCREASE

16.5 %
REDUCTION

24.9 %
REDUCTION

2023 ASB Reports
Jan – May
92

2023 VAP Reports
Jan – May
425

2023 Burglary Reports
Jan – May
43

Get Involved / Get to know

Get to know Your Community Policing Team

Wiltshire Police

YOUR FORCE, YOUR AREA



SCAN HERE

- Meet your local Community Policing Team (CPT) police officers and PCSOs
- Find out about crime stats in your area
- Learn about local policing meetings and events
- Read the CPT priorities
- Contact us



Chippenham CPT
<http://bit.ly/46vT8kt>

We are inviting you to get to know your Community Policing Team even better. Over the past few months, the communications team and your local officers have been working hard to create new areas on the Force website entitled 'Your Area.'

If you've not discovered them yet, the Your Area pages will give you a considerable amount of information about the area in which you live including who your neighbourhood officers and PCSOs are, how to contact them, crime statistics for your area including the top reported crimes and a crime map showing hot spots. If you are interested to know what the local police priorities are you will find them on the pages along with an up-to-date list of meetings and events the team will be attending. You can even find out if there will be speed checks in your area.

Keep up to date with the latest news and alerts in your area by signing up to our Community Messaging service via the QR Code.

Alternatively you can register online via www.wiltsmessaging.co.uk



Get to know Community Messaging

Alerts from Wiltshire Police

YOUR FORCE, YOUR AREA



SCAN HERE

- Receive alerts from your local Community Policing team and partners
- Reply directly to alerts from officers
- Receive alerts by email, text or voicemail
- Over 15,000 subscribers in Wiltshire and Swindon
- It's FREE to subscribe



Wiltshire and Swindon
pcc

Wiltshire & Swindon
Community Messaging
www.wiltsmessaging.co.uk

CHIPPENHAM COMMUNITY AREA PARISH FORUM

Wednesday 20th March 2024
7.00pm

in The Stanton St Quintin Village Hall, Church Road, Stanton St Quintin SN14 6DE

NOTES OF MEETING

ATTENDEES:	Wiltshire Cllr Howard Greenman	Kington Division (Chair of Forum)
	Wiltshire Cllr Ross Henning	Chippenham & Villages Community Area Board
	Wiltshire Cllr Nick Botterill	By Brook Division
	Wiltshire Cllr Liz Alstrom	Chippenham Hardens & Central Division
	Ian Plowman	Yatton Keynell & Grittleton Parish Council (Clerk)
	Vivian Vines (Meeting Clerk)	Kington St Michael Parish Council (Clerk)
	Alison Butler	Chap, Rural Rep and Carers Champion
	Cllr Di Webb	Biddestone & Slaughterford Parish Council
	Cllr Fred Winup	Castle Combe Parish Council
	Cllr Jenny Budgell	Chippenham Town Council
	Cllr Stephen Eades	Chippenham Without Parish Council
	Cllr Howard Ham	Chippenham Without Parish Council
	Cllr Katerina Johnstone	Langley Burrell Without Parish Council
	Cllr Mike Barber	Seagry Parish Council
	Cllr Gabrielle Horton	Stanton St Quintin Parish Council
	Cllr Serena Parker	Stanton St Quintin Parish Council
	Cllr Adam Carwardine	Sutton Benger Parish Council
	Cllr Fiona Plowman	Yatton Keynell Parish Council
	Cllr Alistair Parker	Yatton Keynell Parish Council

1. WELCOME, INTRODUCTIONS & APOLOGIES:

Wiltshire Cllr Howard Greenman welcomed all to the Forum Meeting. He thanked the Stanton St Quintin Parish Council for hosting the Meeting and noted that apologies had been received from Cllr Julie Hoskins (Langley Burrell Without PC), Cllr Graham Trickey (Kington Langley PC), Cllr Adrian Andrews (Stanton St Quintin PC), Inspector Peter Foster and Sgt Jamie Ball (Wiltshire Police) and Susan Hart (Kington Langley PC Clerk).

2. NOTES OF LAST MEETING:

The Notes of the Parish Forum Meeting held on the 21st February 2024 in Kington St Michael Village Hall, Stubbs Lane, Kington St Michael SN14 6HX were received and noted.

3. ACTIONS FROM LAST MEETING:

Suggested topics for consideration from the last Forum Meeting had been the LYN (Local Youth Network) and Guest Speaker/s including "Planning". The former had been invited to this Forum Meeting.

4. AREA BOARD MEETING:

Chippenham and Villages Community Area Board had last met on Monday 11th March 2024 in the Wiltshire & Swindon History Centre, Cocklebury Road, Chippenham. The Area Board had hosted an "All Things Roads" session in December 2023 and there remained a delay in responding to the many questions raised in writing and at the Forum Meeting. Wiltshire Cllr Ross Henning (Chippenham & Villages Community Area Board) acknowledged these concerns. He highlighted the Community Area Joint Needs Assessment, the work of the Health & Safety Forum and the Health & Well-being Group

5. GUEST SPEAKER: LOCAL YOUTH NETWORK (LYN)

Wiltshire Cllr Liz Alstrom (Chippenham Hardens & Central Division) updated Forum Members on the progress of LYN and their upcoming Teen Takeover project to be held on the 27th and 28th April 2024 weekend at which over 20 organisations would be involved in a variety of free activities and workshops taking place across the whole of Chippenham covering the arts, performances, meditation, music, sports and more. She emphasised that there was a need to publicise these young persons activities (ages 13-19 + up to 24 for those with SEND needs) to provide the opportunity for all of the Community Area villages to become involved.

She provided a provisional schedule of events and venues and advised that all details would appear on the One Chippenham website. Booking would be available from the 25th April and it was estimated that venues could accommodate 500+ on the Saturday and 400+ on the Sunday. A "Save the Date" poster had been made available for Parish notice boards. Although all venues were within Chippenham it was hoped that the weekend would be supported by the whole Chippenham Community Area.

One of the aims was to identify future needs and a youth survey would provide feedback. It was hoped that the event might act as an embryo and potentially become an annual or bi-annual project, perhaps in the future linked with other Community Area Boards. It was hoped that some legacy projects might be achieved.

It was acknowledged that transport was a problem for the rural areas and in future years there would need to be more engagement with Parishes to create links with transport companies. Following questions the Chair of the Forum and all present thanked Liz for her attendance and presentation.

6. FORUM MEMBERS ISSUES:

- a) **Traffic Speed Management - Community Speed watch – Installation of Autospeedwatch and SIDs.** The engagement process still remained incredibly slow for many. Seagry PC reported that their SID was now up and running and to enhance the scheme they were purchasing a second SID. Some progress had been made, as it was now possible to register with the PCC to allow collected data to be uploaded for action. Regular TEAMS meetings with the PCC were now taking place.
- b) **Wiltshire Highways and the Chippenham Local Highway and Footpath Group (LHFIG).** Progress of LHFIG matters remained slow. The Yatton Keynell PC question on the remit of LHFIG had yet to be answered. Wiltshire Highway Consultants, Atkins, surveys remained outstanding that were critical to resolving accident black-spots and speed limits. There needed to be a change in philosophy in assessment where minor accident and near misses were given a higher profile rather than simply officially recorded accidents. Greater involvement of Parish Councils could assist.
- c) **Chippenham & Villages Area Partnership (Chap).** There was no update on this occasion.
- d) **Chippenham Older People's Forum and Chippenham Health & Well-being Group.** Alison Butler reported that there were concerns being expressed over parking meter payment changes. Payment methods must be acceptable to all. Forum Members had previously commented that it would be nice to see some notes of the Group's Meetings for background information.
- e) **Local Youth Network Chippenham Area (LYN).** The LYN representatives had provided details of the Teen Takeover project earlier in the Forum Meeting.
- f) **Local Highway Services etc.** The difficulty in contacting upper-tier Officers and gaining responses remained. Advice had been received that with the continuing changes being made to staffing structures it was felt that a "Family Tree" would not be practical. Reference was made to the recently introduced gully cleaning strategy and the importance of submitting timely requests using the What3Words method.
- g) **Fly-Tipping – Portable CCTV.** Wiltshire Cllr Howard Greenman reported that a new funding application for new/replacement signage in fly-tipping hot-spots would be made.

- h) **Chippenham Gateway-Junction 17 M4.** St Modwen Park-Phase 2. The planning application remained under consideration and it was understood that National Highways had not removed their objections. It was also understood that there were difficulties in letting units on the Phase 1 development.
- i) **Emergency Planning.** There was a brief discussion on membership of the Wiltshire & Swindon Prepared Community Resilience Scheme and the emergency contact hub scheme recently launched. The scheme had been tried and tested over a variety of scenarios and was intended to be run through community emergency plans by local communities, not local Authorities.
- j) **Collection of Waste – Emptying of Parish Council owned waste bins.** Yatton Keynell PC reported that there had been no change in circumstances since the last Forum Meeting.
- k) **Wiltshire & Swindon Tree Warden Scheme.** Reference was made to the Wiltshire Council Briefing Note 23-22 in regards to the Wiltshire & Swindon Tree Warden Scheme. Chippenham Without PC felt that there was a need to know what was trying to be achieved and that rather than individual Parishes being asked to become involved a collective approach could be more productive. It was suggested that a representative be invited to a Forum Meeting to provide more information.
- l) **Wiltshire Council – Local Nature Strategy Recovery (Jan 2024).** Councils' had received details of the Wiltshire Council Strategy and intentions to engage with stakeholders over the next 6-12 months. Chippenham Without PC had suggested that the Parish Forum should discuss involvement. Attendees were not conversant with the details involved and asked for them to be re-circulated.
- m) **Lime Down Solar Park – Community Consultation.** Local Councils had received notification of a Stage One consultation in regards to a new solar park and battery energy storage project proposed to be built on areas of land in North Wiltshire. Details were circulated and the opportunity of attending face-to-face events or joining one of the briefing webinars were available. Initial comments related to the cumulative impact of similar proposals in the area, particularly concerning the use of valuable agricultural land. In this case as it was a major project Wiltshire Council would not be a decision maker on any planning application. It was pointed out that the NPPF was generally in favour of solar proposals and that the Wiltshire Local Plan needed to comply with the NPPF. There would be vastly differing views on the proposal and it was noted that there would be several other consultation stages before the Secretary of State would determine any planning application.

7. WILTSHIRE COUNCIL & OTHER ORGANISATIONS:

The Agenda item related to issues raised and information received by Parish Councils from Wiltshire Council and other Organisations since the last Forum Meeting.

- a) **Neighbourhood Policing.** The Forum had recently met (21st February 2024) and there was no report on this occasion.
- b) **Neighbourhood Policing- Neighbourhood County Parish Forum (NCPFs).** Parish Councils had been advised that with changes in the targeted operating model, just commenced, all Neighbourhood Policing Teams in Wiltshire sit under Chief Inspector of Neighbourhood Policing, James Brain. His intention was to hold two NCPFs a year, one in April and another in November. The first of these was 1900-2030hrs on Wednesday 17th April 2024. These would not replace contact with local teams but would provide an opportunity to come together for him to provide updates. The Meetings would be split into two sections. The first being a presentation followed by questions and answers. The opportunity would exist for questions on the night but pre-submitted questions would be welcomed. The Meetings would be virtual using Microsoft Teams and with likely numbers he was looking for just one representative from each Parish Council. Queries and questions could be submitted to Inspector Peter Foster at peter.foster@wiltshire.police.uk

8. FORWARD PLAN:

- a) Suggested topics for consideration were: Guest Speaker/s from Carer Support/Age Concern Wiltshire, a "Planning" themed session, the Local Nature Strategy Recovery, the Wiltshire & Swindon Tree Warden Scheme and also from St Modwen in regards to M4 Jct 17.

9. AREA BOARD AGENDA PLANNING MEETING:

The next Area Board Meeting was scheduled for Monday 10th June 2024 in the Wiltshire & Swindon History Centre, Chippenham, with the following on the 2nd September 2024. Notes of Forum Meetings should be submitted to become an Agenda item under the Partner and Community Updates.

10. AOB:

Wiltshire Cllr Howard Greenman provided a brief update on the Post Office Inquiry that at this time continued as evidence gathering.

11. DATE OF NEXT MEETING:

The next Forum Meeting was scheduled for Wednesday 19th June 2024 at 7.00pm in The Christian Malford Village Hall, Station Road, Christian Malford SN15 4BL

COMMUNITY ASSET TRANSFER

THE RISE TRUST THE OAKS

Executive Summary

This report deals with an application for the transfer of *The Oaks, Chippenham, SN15 1DU* from Wiltshire Council to The Rise Trust, in accordance with Wiltshire Council's Asset Transfer Policy. The site Plan is attached at Appendix 1. The applicant's proposal is attached at Appendix 2.

Proposal

The Area Board is asked to consider an application submitted by The Rise Trust for the transfer of control and maintenance of The Oaks building from which they can run charity provisions including a youth service, pre school, contact centre, mentoring service and volunteering.

Reasons For Proposal

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

Recommendation

To consider the application at the 10 June 2024 Area Board meeting.

Ros Griffiths

Strategic Engagement and Partnership Manager

COMMUNITY ASSET TRANSFER

THE RISE TRUST THE OAKS

Purpose of Report

1. The Area Board is asked to consider an application submitted by The Rise Trust for the transfer of control and maintenance of The Oaks (see plans attached at Appendix 1). The applicants proposal is set out at Appendix 2.

Background

2. Wiltshire Council is supporting the principle of the transfer of community assets to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or in this case long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, Social Enterprise Groups, or Community Amateur Sports Associations.
6. The application from The Rise Trust is attached at Appendix 2 and relates to the transfer of the control and maintenance of The Oaks.
7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.
8. The Strategic Engagement and Partnership Manager has consulted with Wiltshire Council's Estates team, the legal owner of the site, and has undertaken *appropriate consultation* with service departments across the Council including Children and Family Commissioning. Local consultation has been undertaken by the applicant in accordance with the application checklist. local member has been apprised.

Main Considerations from Estates Service

9. Access to the Oaks is currently through St Pauls Primary School car park, understand consultation with Education for long term access has already been agreed – but confirmation in writing is required.
10. Due to access there is no redevelopment potential for the site.

**WILTSHIRE COUNCIL
CHIPPENHAM AREA BOARD**

10 June 2024

11. The Property was income generating and therefore a consideration for loss of income of £8,000 per annum (May 2024 annual rent figure), with repairing responsibilities under the preschools schedule (Wiltshire Council would still be responsible for the externals of the building and some compliance services).
12. Alternative uses are limited due to access to the site.
13. A valuation of this asset is required.

Main Considerations from Children and Families Commissioning

14. The Rise offer a valuable service which complements the commissioned families and children's services in Wiltshire specifically in Chippenham.
15. The Rise offer a much-needed early years pre-school from the Oaks building which is within reach of some of the most disadvantaged areas of Chippenham specifically Hill Rise.

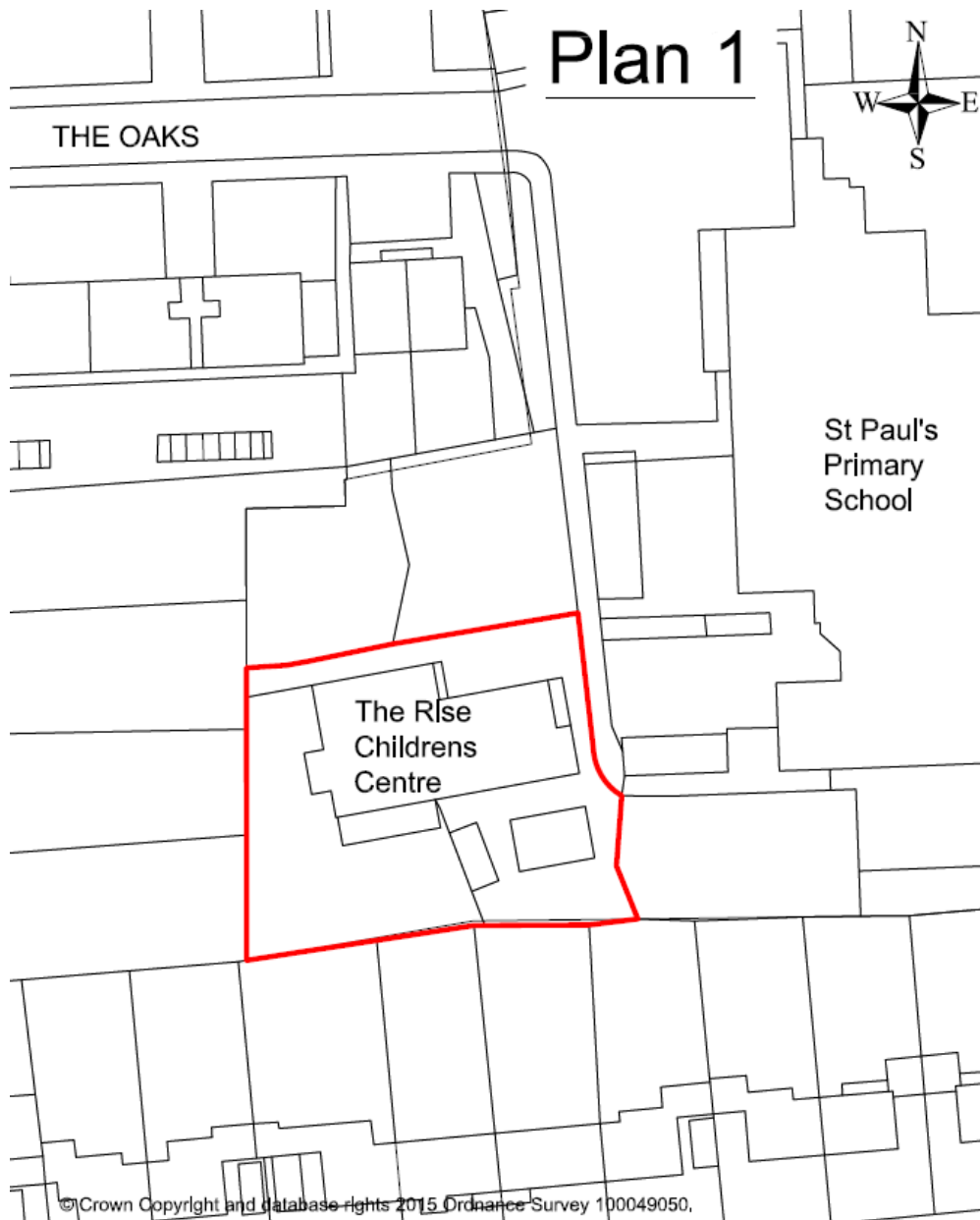
Main Considerations from Communities Service

16. The Rise Trust works extensively with youth sector groups and organisations across the North of the county including five Area Boards and Local Youth Networks, helping to deliver a responsive and locally driven positive activities offer tailored to community need.
17. The Oaks building provides early years provision and youth services for children, young people and families in the Chippenham Hill Rise area. Hill Rise North West is the 3rd most deprived Lower Super Output Area (LSOA) in Wiltshire, out of 285. Chippenham Hill Rise South East is the 10th most deprived LSOA in Wiltshire. This puts both areas in the 1st quintile or 20% most deprived in the county.
18. The Rise youth team have built trusted relationships with the local community. They are supported by the Chippenham Area Board to provide positive activities which reduce anti-social behaviour, youth engagement, mentoring and a safe space for young people.

Recommendation

19. To consider the application at the 10 June 2024 Chippenham Area Board meeting.

Ros Griffiths, Strategic Engagement and Partnership Manager

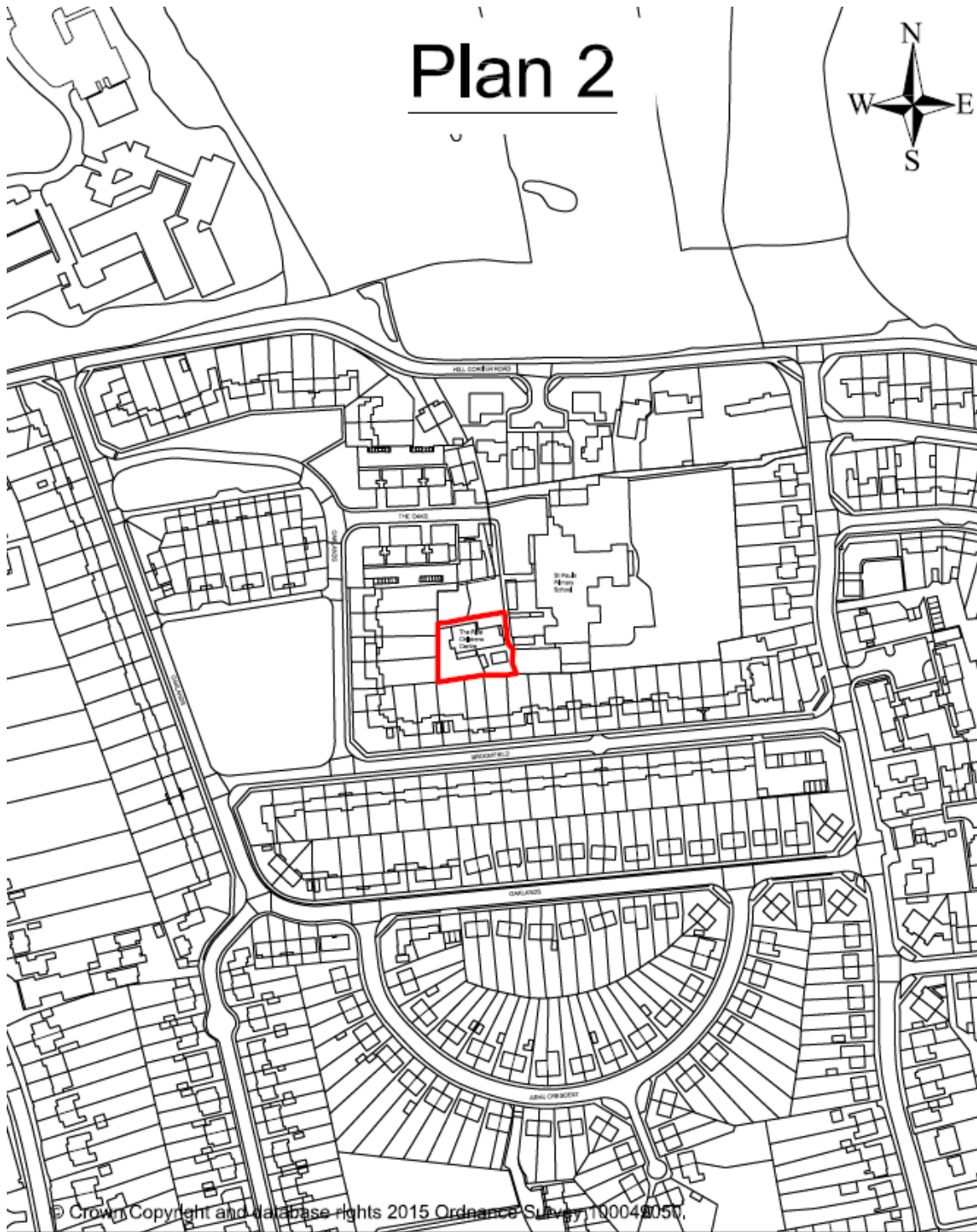


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PROJECT:	Chippenham The Rise Childrens Centre
DRAWING TITLE:	Lease Area

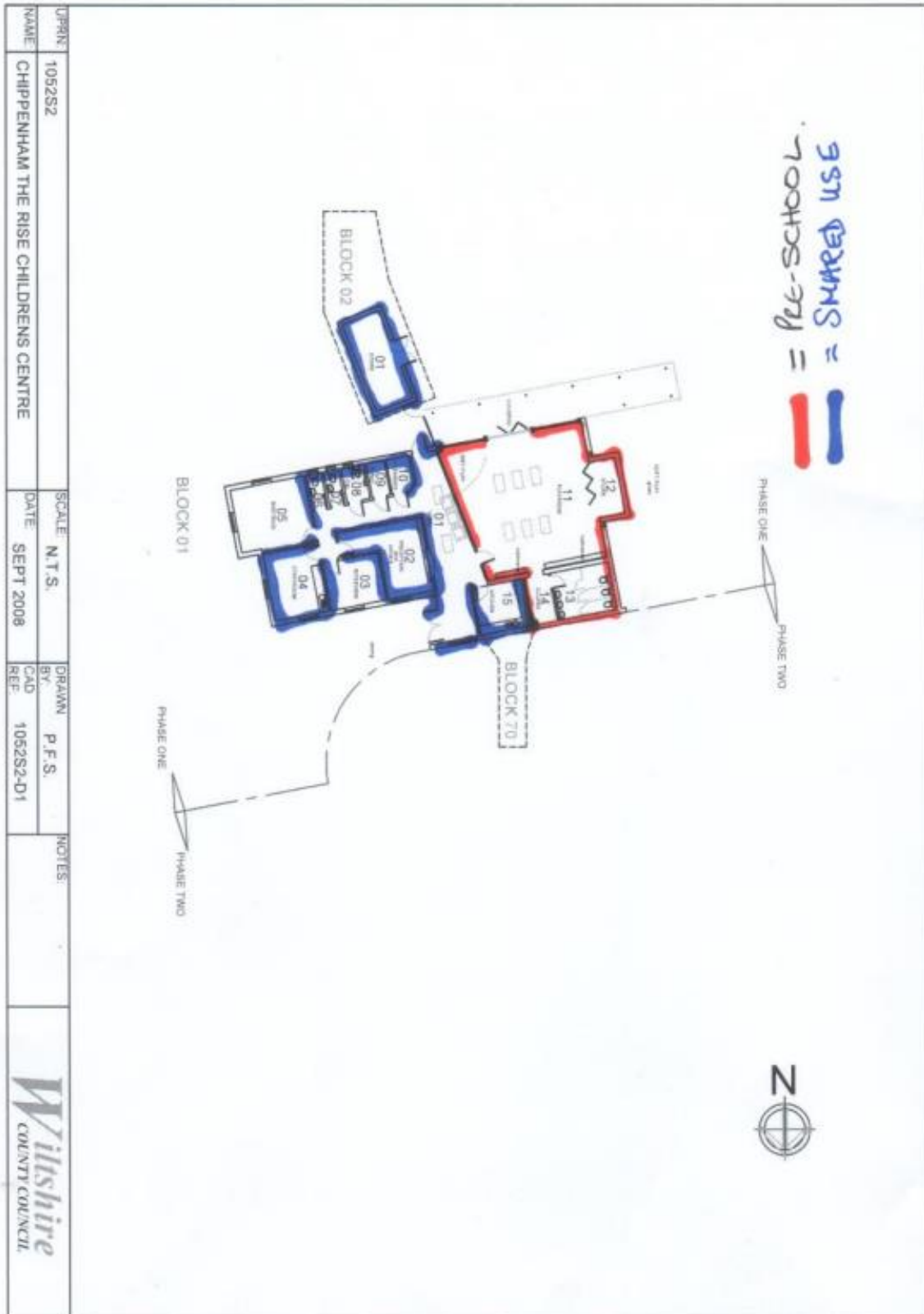
Plan 2



Wiltshire Council

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PROJECT:
 Chippenham The Rise
 Childrens Centre



APPENDIX 2

Form CAT01 - Application for the transfer of a Council asset

Your details

Your Organisation *The RISE Trust*

Contact name *Lynn Evans*

Position held *CEO*

Address *The Oaks,
Chippenham,
Wiltshire*

Postcode *SN15 1DU*

Telephone *01249-463040*

Email *lynne@therisetrust.org*

Your proposal

(please complete Checklist CAT02 before completing the following)

Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

*The Oaks,
Chippenham,
SN15 1DU.*

All plans and size information sits with Wiltshire Council.

Location map attached.

Access is via a small drive in front of St Paul's Primary School.

Evacuation through school playground.

The Oaks currently is shared between the Children's Centre and the preschool (max 24 children per day) both are run by The RISE – see site plan with shared areas noted. We wish to continue to use the shared areas for RISE activities.

Summary of proposal

Why do you want the asset and how will this benefit the local community?

The RISE Trust currently operates out of Children's Centre buildings in North Wiltshire. The trust's contract with Wiltshire for Children's Centre Services ceases on 31/03/2024. However, the charity will continue to operate to provide community services (we call our 'Provisions') for families in the local area including:

- *Youth services/ mentoring (free of charge)*
- *Preschool provision (not for profit)*
- *Supported Contact Centre (not for profit)*
- *Primary school mentoring (free of charge)*
- *Parent Support Advisor service (not for profit)*

As the trust's charitable work continues, we need to be able to have a base in the community for our services – our budget will be very tight as we are a charity focused on developing social capital and not a profit-making concern, hence applying for the Community Asset Transfer.

Most of The RISE 'provisions' have been in operation since 2006 or at least for over 10 years and are all well-established and held in high regard. Currently the staff who work in these services can 'hot desk' in existing Children's Centre buildings and the RISE leadership structure manages all The RISE services both Children's Centres and Provisions as one entity.

Once the contract finishes The RISE Trust will need a designated building for its remaining services and as The Oaks already hosts our pre-school, we would like to use the building as a hub for RISE services going forward. By having all provisions based in one place we would be safeguarding the children at the preschool as the staff would be familiar and known to the charity. If we were sharing the building with another provider it would add the risk of unknown people accessing the space that our vulnerable families and children attend. The offices would be used for management, administration, mentoring, youth groups, Contact Centre, a safe space for families and a sensory room for the local community. If we had to find another site, then it would mean splitting our provisions or having to relocate our well-established early years setting elsewhere which would be very unsettling for the children and families.

In addition to these reasons, The RISE Trust built the 'Garden Room' at the back of the site using money from fund-raising, so it owns that room outright. We would be using this room in addition for group work and/or training during the day when required. Alternatively we could possibly use it to expand our pre-school setting.

To continue to have The RISE Trust as a trusted presence in the community would provide continuity of support for the mental health and wellbeing of local families with young children, as well as our young people. We would aim for it to be a continued safe space for 'drop ins' as well as planned groups, sessions and meetings.

Community use

Please explain how the asset will be used

(Please refer to questions 5-8 in the checklist - CAT02)

The community will benefit as it already knows that The Oaks is a safe base for The RISE Trust. The pre-school is a not-for-profit setting that provides good quality early years provision for families (within the Hill Rise Super output area) many of whom have vulnerabilities. The setting staff use the existing kitchen and staff toilets located within the main body of the building as the pre-school room itself does not have these facilities built in. Pre-school families readily come into the building to ask for support and help with their wellbeing – this is something we would continue to encourage. Existing staff would then be able to signpost families to appropriate support including Family Hubs, health services and financial aid. One parent said “I really appreciate all the work you have done supporting me through very difficult times and helping my children, especially my daughter while at nursery. She always loved seeing you giving you a big hug. Thank you very much for everything.”

Our youth service (free of charge to the young people) has grown considerably since 2020 and now supports young people across North Wiltshire. As this service has grown, we require a designated space/ building from which we can work. This would include administration space, rooms for mentoring and group work both during the day and in the evenings.in addition we would hold meetings with other professionals such as being able to host the local youth network meetings. Our youth service is particularly focused on supporting young people from the Hill Rise area and we are supported by the area board in order to provide youth engagement, positive activities, reducing anti-social behaviour and mentoring under the priorities identified by Chippenham Area Board.

Currently we have 853 young people registered with RISE youth across North Wiltshire. 309 of these young people live and attend sessions in Chippenham. We see up to 25 attending our youth club sessions on a Wednesday night, which are for years 7 and 8. Our Tuesday wellbeing session reaches 15 young people and is focused on supporting young people to have access to positive activities and support to have positive mental health - this service is referral based and aims to support young people who would not be able to attend an open access session due to vulnerabilities. This group reaches a cohort of young people who are diagnosed with ASD but do not qualify for short breaks. Our community mentoring service currently has 10 young people open who meet with their youth worker to work on goals, including returning to school and improved mental health and community cohesion. Mentoring takes place in the day for non-school attendees and evenings for those in education. We have been successful to bid for the Million Hours Lottery Fund and sessions of positive activity will be starting week beginning 20th Feb 2024 from The Oaks building - this includes working with other organisations to offer a chance to try new activities, such as music workshops and working with a local comedian and a fitness coach. We also use The Oaks building for our young youth worker programme offering young people a chance to

volunteer supported by youth workers and gain valuable skills for employment.

The primary school mentoring is provided free of charge and The Oaks building would provide a base for volunteers, and training. Our coordinator trains volunteers to work in schools and will need an office space for co-ordination/ administration 3 days a week (term time only). Schools feedback is very positive about this free support – for example, “Our mentor has been absolutely amazing! X looked forward to seeing her each week and there has been a noticeable difference in X’s general wellbeing. X hasn’t been seeking out adults as much in school to talk to and X’s mum feels she is managing her worries more effectively.”

Our Supported Contact Centre is registered with NACCC and allows non-resident parents to spend time with their children. This is held every other Saturday, and we would use the building to be able to provide this service. A non-resident parent stated “The staff are friendly, and my girls know them really well – I know they are in a safe space. The ladies are very helpful and friendly.”

Suitability for purpose

Please explain why this asset is suitable for the intended purpose

(Please refer to questions 5-8 in the checklist - CAT02)

The RISE Trust have worked out of this building since 2008 and it is both safe and well maintained. It is regularly risk assessed and the trust will maintain this practice. The families with children under 5 already use the building and there is an established pre-school, sensory room and meeting room that is well used and resourced. The RISE already has the furniture and equipment required to continue to manage the building and these resources will remain with the trust. The pre-school outdoor space was generously refurbished by Siemens in 2023 and is specifically set up for early years.

Our youth service currently uses the space 3 evenings a week and the young people and the staff speak highly of the location and facilities. “I like that we can talk to the pink people, they give us a safe space to go in the evenings.” We are planning further sessions in the summer as well as cooking activities, possible free of charge holiday clubs and play schemes. We have provided a family day on the site which was suitable for both outside and indoor activities.

We know that youth groups can safely be hosted in the larger room as well as our Garden Room (a room built on site using RISE funding) and individual meetings/ mentoring can take place confidentially in smaller offices.

Having youth spaces in established community buildings with an organisation who have built up community relationships ensures that young people can have a place to come to when needed, and we have had young people drop in for support. A recent example is that a young person who left school site during the school day due to feeling overwhelmed turned up at The Oaks. Youth workers who were working there could support her, contact school so they knew she was safe and then support parents to take her back to school.

The RISE Trust has a very good working relationship with St Paul's School and families often are supported by the pre-school, our parent support advisor and youth team resulting in seamless support for all.

We have been trialling our Supported Contact Centre in the building on Saturdays and the benefits are that families have a wide variety of resources available through RISE provisions and a safe space in which to play where any conflict between parents can be prevented. There is parking available for the non-resident parent and the building can be organised so both parties do not need to have contact with each other if they want to avoid difficult conversations.

As the building currently has Wi-Fi and IT connectivity (to be maintained by the trust) the offices are fit for purpose for the leadership team, finance and any other administration purposes, as well as having guest Wi-Fi and allocated laptop for use of community members when needed.

Community support and consultation

Please set out who you have consulted about your proposal and how you have addressed any concerns raised

(please refer to questions 9-14 in the checklist - CAT02)

The RISE Trust is currently in discussion with our local councillor – Kathryn Macdermid – regarding this application for a CAT. The charity is held in high regard not only by the community but also partner organisations such as the police, health (hcr), schools, settings, housing, Fear Free, Turning Point, CEMs, and Area Boards.

Our Town councillor - Pete Cousins – is also involved in discussions on how The RISE can continue to support the children, young people and families of the targeted Hill Rise area in Chippenham.

The community are already aware of The RISE Trust's presence and as youth and preschool are located within the building then there will be no change of use except that Children's Centre outreach for families with under 5s will not happen from the building. Many of the young people who attend, and their families, live within walking distance of the centre and value its service and location.

The building is located next to St Paul's Primary school, and we work closely with them to support our families. Our preschool feeds into the school and at times we share ESAs on families. The headteacher and CEO have had a positive working relationship over many years and the school is well aware of the proposal to keep working from the centre.

One parent whose 13-year-old child is transgender and has had support through the RISE Youth mentoring service said that their mentor has been amazing and helped tremendously.

A preschool parent was quoted as saying "Every staff member at the pre-school are absolutely wonderful! They have gone absolutely above and beyond for me and my little ones after a breakup from a domestic violence relationship. They are so incredibly understanding and have done absolutely anything they can to ensure we are all good and have what we need. They

will constantly think of us if there is anything that can help. They will always check in to make sure we're good and check if we need anything. They are just incredible, they have made this process so much easier on me and my babies and are so supportive, I can always go and have a chat if I need to and always keep me up to date."

A young person said "I really like it here with you guys, it's a really nice vibe and I am definitely going to come back again."

A year 7 from Hardenhuish school states that being able to go to youth club has helped me to get use to secondary school, I can talk to youth workers about how I am finding friendships hard and they are helping me that to see I do not need to be friends with everyone'

'I like knowing where the session is and that the place to go doesn't change'

Parent from Hill RISE' I can let her go to the session on her own, knowing its just down the road, gives her some independence'

Another testimony is from a young youth volunteer – "When I was younger me and my brother and mum had to move away from home to a refuge. After some time, we moved to Chippenham with nothing... a lady put me in the RISE pre-school. I've realised that over the last 11 years I've been in contact or known the RISE, how much they have helped my mum in work and self-confidence. This is why the RISE is important for our community, for helping families such as mine. I am now proud to say I am a volunteer in RISE myself and I will always respect and look up to all the staff for doing the incredible job they do."

If there are any concerns raised The RISE deals with them immediately through liaising with relevant partner organisations such as town councils or PCSOs. Our youth workers work closely with the local PCSOs and have in the past held multi-agency meetings if there has been a concern re: ASB – especially in town centres. Attendees have included local headteachers, police, town councillors, Motiv8, and local businesses. We have not had to convene such a meeting about The Oaks site.

Legal issues

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset (please refer to questions 15-18 in the checklist - CAT02)

We have no legal constraints in existence and the proposal does not require any planning consent or changes to the fabric of the building.

The RISE Trust has public liability insurance and buildings content insurance, which it will maintain for the life of the CAT. We would discuss buildings insurance with our current provider in light of information we obtain from Wiltshire Council.

Rigorous health and safety checks are already a part of policy and procedure which will continue to be adhered to. A new staff member will be trained in Health and Safety, COSHH, etc and senior leadership will be responsible for ensuring all risk assessments are up-to-date and reviewed. We understand that the CAT would mean that maintenance of the building and site would be

the trust's responsibility and therefore the budget would ensure this was factored in for regular maintenance, repairs and statutory checks including fire and asbestos etc.

Financial matters

How will you fund future running costs, repairs and maintenance?

(please refer to questions 19-23 in the checklist - CAT02)

The RISE have enough reserves to maintain the building for at least a year (depending on cost implications) – if we get a peppercorn rent then we can sustain for 3 years on existing budgets. However, during this period, we will also be looking at fund raising and other funding bids in order to finance The RISE Trust's work longer term and potentially grow and expand services. We are discussing the role of a fund-raiser for the trust currently.

The trust been successful in bids for funding for specific ring-fenced projects such as Million Hours Fund, Safe Streets, Wiltshire Community Fund, and Chippenham Boroughlands. The expertise of managers and finance will be used for further funding applications for maintaining the building as our RISE Hub. Local charities and businesses may also be approached for projects such as the refurbishment of our outdoor play area which was kindly funded by Siemens. The RISE are also known locally and have received donations from organisations such as Chippenham Half Marathon, Coop, Screwfix, local churches, and individual community members. In order to fund the maintenance of the building we will continue to promote the charity and the need for financial support.

Future management

How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?

(please refer to questions 24-27 in the checklist - CAT02)

The RISE Trust has a board of Trustees, who work closely with the CEO, that oversee the services we can provide. Trustees are integral to decision making and the day-to-day management is led by the CEO and senior leaders who have a plethora of experiences in building social capital, youth work, business management and education. Trustees meet 4 times a year and hold an annual AGM. In addition, termly meetings between senior leaders and the Chair of the Trust take place. Our Chair is also involved in quality assuring the annual financial audit. The proposed staffing structure is attached which we believe would enable rigorous management of the asset. Recruitment of trustees is positive within RISE and as a result we have trustees from early years, human resources, financial management, the charity sector and health. All of these attributes will ensure The RISE Trust's values and aspirations to build a resilient community continue.

In addition, The RISE Trust managers are involved in many Wiltshire and local bodies including:

- *Local Youth Networks – The RISE is a key partner*
- *Chippenham Safety Forum*
- *CFVFS membership (Wiltshire Volunteer Forum)*
- *Area board attendance*
- *Wiltshire Drugs and Substance Alliance*
- *Tobacco Alliance*
- *Chippenham Pride Working Group*

- *Partner for Chippenham Safer Streets project with office of Police and Crime Commissioner*
- *Sheldon and Hardenhuish Schools*
- *NACCC (National Association of Children's Contact Centres)*
- *MAF (multi-agency forum) member*
- *Lottery Million Hours – Chippenham project*
- *Church partnership - St Pauls and St Peters, Chippenham*
- *Wiltshire youth partnership steering group (which also involves Wiltshire Council)*

The RISE provides staff opportunities to progress within their careers which in turn provides succession planning and continuity of the charity. Currently a manager is completing a kevel 5 Business management apprenticeship, and we have embarked on a National Apprenticeship partnership with the NYA to ensure we can sustain high quality youth provision.

RISE has a strong history of volunteering opportunities and successful volunteer recruitment with an aim to enable people back into education and employment – we call it the 'RISE journey'. This is embedded and would continue after the Children's Centre contract ceases so RISE volunteers can use their volunteering as a means of getting back into the world of work. One Mentor Me volunteer stated "I definitely want to help children in the future. Children are just so important because they are the future... Mentoring has helped me as well, having that time where I just had to think about the child and nothing else. It was my time out from my busy life both children were lovely, and school were really nice to me as well. I felt a part of their school as well." Another mother said "After I came into The RISE with nowhere else to go after fleeing domestic abuse you pointed me in the right direction... and now not only do I volunteer for The RISE but I have also set up my own business!"

Regarding Mentor Me we would aim to continue the support we currently provide - supporting on average 16 primary aged children per year with 216 face to face sessions in the past year where 90% of the children doubled their progress.

Our young people supported by our Youth service will have the opportunity to become ambassadors and young youth volunteers as they already do. One young person fed back "When I'm old enough, I'm going to come and get a job where you work- so you've got to make sure you stay in your job a long time because I want to work with you, us three can work together, we will be like a trio." A parent said, "They have provided my child with the most amazing support when times were very difficult for my child. Fast forward a year and my child is now a volunteer youth worker for them. The RISE Trust are amazing!! "

As we move forward, we would want to invite local members of the community to be part of our Advisory Board (including young people). This would be a forum where the community could help shape the development of our services and usage of the building for the community.

DECLARATION

I confirm that the details included in this application are correct

Signed: 

Name (please print): LYNN EVANS

Date: 19/02/2024

