

## AGENDA

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** The New Remembrance Hall, Charlton SP7 0PL  
**Date:** Wednesday 25 May 2016  
**Time:** 6.30 pm

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Including the Parishes of Alvediston, Ansty, Barford St. Martin, Berwick St John, Berwick St Leonard, Bishopstone, Bowerchalke, Broad Chalke, Burcombe Without, Chicklade, Chilmark, Compton Chamberlayne, Dinton, Donhead St Andrew, Donhead St Mary, East Knoyle, Ebbesbourne Wake, Fonthill Bishop, Fonthill Gifford, Fovant, Hindon, Kilmington, Mere, Netherhampton, Quidhampton, Sedgehill and Semley, South Newton, Stourton with Gasper, Stratford Toney, Sutton Mandeville, Swallowcliffe, Teffont, Tisbury, Tollard Royal, West Knoyle, West Tisbury, Wilton and Zeals.

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

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

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Please direct any enquiries on this Agenda to Lisa Moore (Democratic Services Officer), on 01722 434560 or email [lisa.moore@wiltshire.gov.uk](mailto:lisa.moore@wiltshire.gov.uk)

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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

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### Wiltshire Councillors

Cllr Tony Deane  
Cllr Peter Edge  
Cllr Jose Green  
Cllr George Jeans  
Cllr Bridget Wayman

Tisbury  
Wilton and Lower Wylde Valley  
Fovant and Chalke Valley  
Mere  
Nadder and East Knoyle

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

	<b>Time</b>
<p>1     <b>Election of a Chairman 2016/17</b></p> <p>To receive nominations for a Chairman for 2016/17.</p>	<p><b>6.30pm</b></p>
<p>2     <b>Election of a Vice Chairman for 2016/17</b></p> <p>To receive nominations for a Vice Chairman for 2016/17.</p>	
<p>3     <b>Apologies for Absence</b></p>	
<p>4     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5     <b>Minutes (Pages 3 - 48)</b></p> <p>To confirm as a correct record and sign the minutes of the previous meeting held on Wednesday 23 March 2016.</p>	
<p>6     <b>Representatives to outside bodies (Pages 49 - 64)</b></p> <p>To consider the list of recommendations to Outside Bodies and Working groups as per the attached papers.</p>	
<p>7     <b>Chairman's Announcements</b></p>	
<p>8     <b>Safer and Supportive Communities</b></p> <p>Tim Mason, Partnership Manager for the Wiltshire Community Safety Partnership will be talking about the project to establish Safe Places across Wiltshire that provides a safe environment for people who may require some additional support when out and about in the community.</p>	<p><b>6.45pm</b></p>
<p>9     <b>A review of 2015/16 (Pages 65 - 72)</b></p> <p>Steve Harris, the Community Engagement Manager will give an end of year overview of some of the outcomes of projects and funding during 2015/16.</p>	<p><b>7.10</b></p>

10	<p><b>Youth Update and Funding</b> (<i>Pages 73 - 78</i>)</p> <p>To receive an update and consider a bid for youth funding as detailed in the report.</p>	7.20
11	<p><b>Partner and Community Updates</b> (<i>Pages 79 - 82</i>)</p> <p>To receive any verbal updates from Partners and Community Groups present, including:</p> <ul style="list-style-type: none"> <li>• Police – Neighbourhood Teams</li> <li>• Fire &amp; Rescue</li> </ul> <p>To note the following written updates attached to the agenda:</p> <ol style="list-style-type: none"> <li>1. Wilton Town Team minutes</li> </ol> <p><i>Note: Speakers are reminded that they each have a 3 minutes slot, unless they have previously discussed alternative arrangements with the Community Area Manager.</i></p>	7.25
12	<p><b>Health and Wellbeing Champion</b> (<i>Pages 83 - 86</i>)</p> <p>To consider the recommendation to agree the commissioning agreement, as attached.</p>	7.40
13	<p><b>The Nadder Centre Update</b> (<i>Pages 87 - 90</i>)</p> <p>To receive an update from the Chairman of the Nadder Centre Board, Councillor Tony Deane and note the minutes of the last meeting, as attached.</p>	7.50pm
14	<p><b>Child Poverty</b></p> <p>An update following the workshop held on 11 May 2016.</p>	8.00pm
15	<p><b>Community Area Transport Group (CATG) Update</b></p> <p>To receive an update from the Chairman of the group; Councillor Tony Deane, following the meeting held on 18 May 2016.</p> <p>A copy of the notes and any recommendations for funding arising from that meeting will be circulated at the meeting.</p>	8.10pm

16 **Area Board Funding** (Pages 91 - 106)

8.15pm

Community Area Grants

The Board members will consider 3 applications for funding from the Community Area Grants Scheme:

<b>Applicant</b>	<b>Amount requested</b>
<b>Applicant:</b> Chalke Valley Sports Centre <b>Project Title:</b> Hall Floor refurbishment <a href="#">View full application</a>	£1647.00
<b>Applicant:</b> Wilton & District Business Chamber <b>Project Title:</b> Grant for admin support for Wilton District Chamber of Commerce <a href="#">View full application</a>	£4000.00
<b>Applicant:</b> Dinton Village Hall <b>Project Title:</b> Dinton defibrillator <a href="#">View full application</a>	£1080.00

Finger post

To consider bids to the Fingerpost funding scheme for 2016/17, from :

- West Tisbury x 2
- Teffont

Delegated Decisions

To ratify funding awarded by the Community Engagement Manager, out of the meeting under delegated powers:

- Youth and Community Transport project
- Events for the Queen

17 **Close**

8.30pm

The next meeting of the Board is on Wednesday 27 July 2016, at 6.30pm

**Future Meeting Dates 2015**

Wednesday's at 6.30pm  
(refreshments from 6.00pm)

9 December 2015

3 February 2016

23 March 2016

1 June 2016

27 July 2016

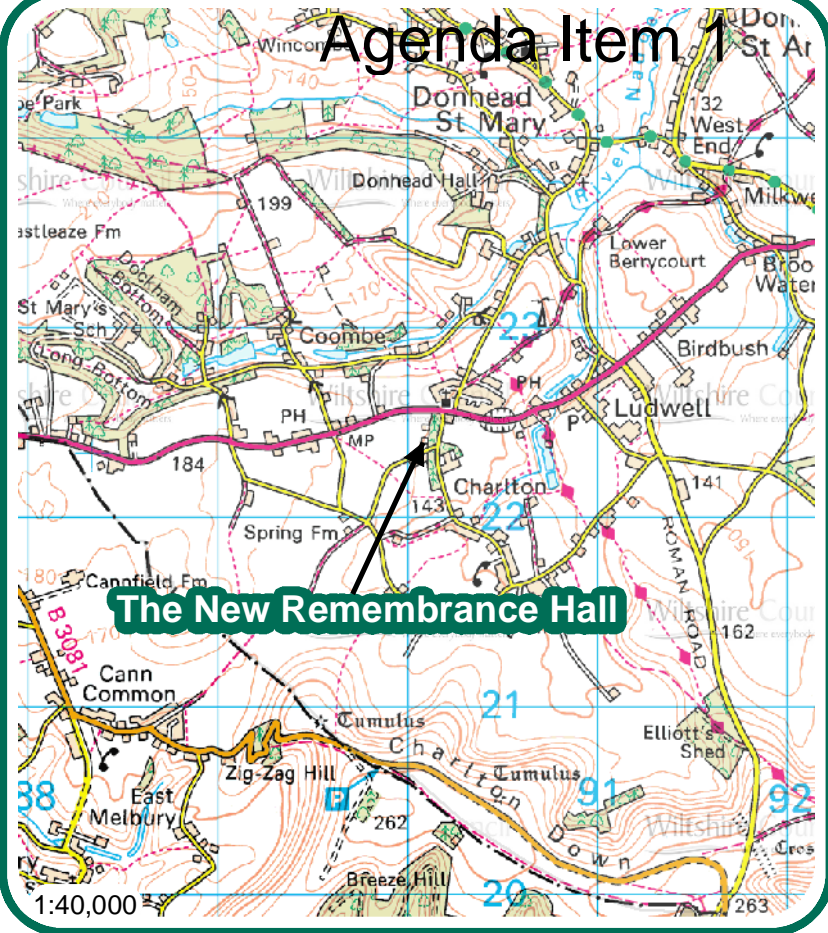
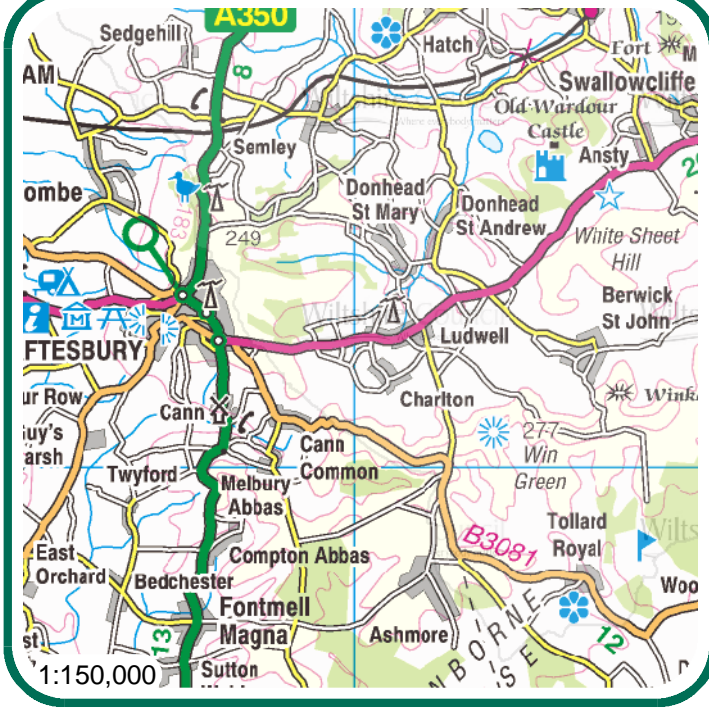
5 October 2016

7 December 2016

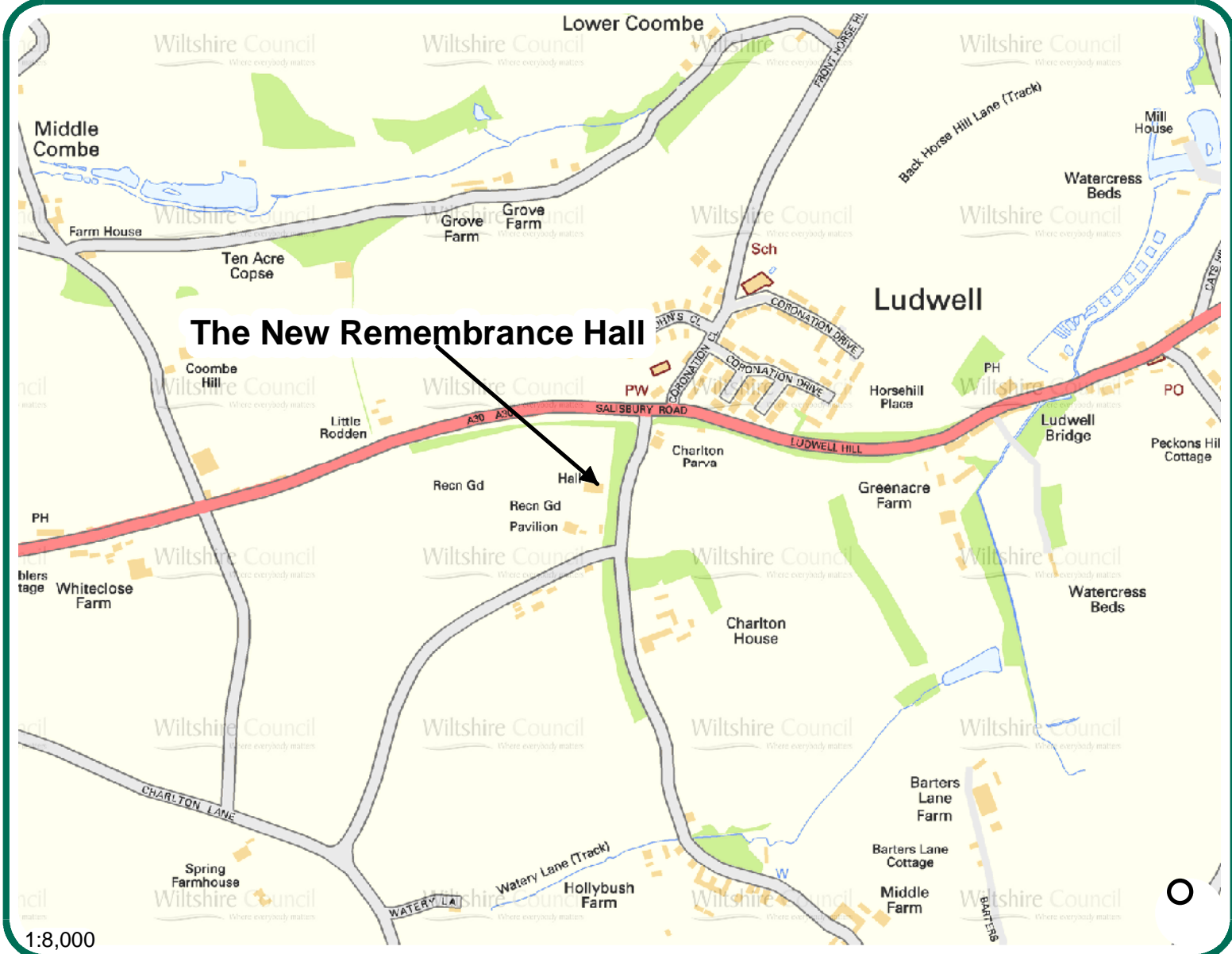
1 February 2017

22 March 2017

# Agenda Item 1



**The New Remembrance Hall**  
**The Remembrance Field**  
**Charlton**  
**Shaftesbury**  
**SP7 0PL**







# MINUTES

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** Hinton Hall, Church Street, Tisbury, Salisbury SP3 6NH  
**Date:** 23 March 2016  
**Start Time:** 6.30 pm  
**Finish Time:**

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Please direct any enquiries on these minutes to:

Lisa Moore (Democratic Services Officer), Tel: 01722 434560

or (e-mail) [lisa.moore@wiltshire.gov.uk](mailto:lisa.moore@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Tony Deane, Cllr Peter Edge, Cllr Jose Green, Cllr George Jeans and  
Cllr Bridget Wayman

### **Wiltshire Council Officers**

Stephen Harris, Community Engagement Manager  
Lisa Moore, Democratic Services Officer  
Robin Townsend, Associate Director, Corporate Function, Procurement and  
Programme Office

### **Town and Parish Councillors**

Bishopstone Parish Council – M Ash  
Donhead St. Mary Parish Council – T Rossiter  
Hindon Parish Council – D Robertson  
Mere Parish Council – J Jordan & B Norris  
Tisbury Parish Council – P Duffy  
Wilton Town Council – P Matthews

### **Partners**

Wiltshire Police - Inspector David Minty  
Wiltshire & Dorset Fire Service – Darran Gunter  
Age UK – Sue Wight  
Alzheimer's Society – Kate Western

**Total in attendance: 37**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Introductions</u></p> <p>The Chairman, Councillor Peter Edge welcomed everyone to the meeting of the South West Wiltshire Area Board.</p> <p>The Board then gave a minutes silence for the people of Brussels, following the recent terrorist attacks there.</p> <p>Chief Fire Officer, Darran Gunter and Associate Director assigned to the Board, Robin Townsend were introduced.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Cllr Jose Green</li> <li>• Jerry Purdue – Sedgehill and Semley Parish Council</li> </ul>
3	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
4	<p><u>Minutes and Matters Arising</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the previous meeting, held on Wednesday 3 February 2016, were agreed as a correct record and signed by the Chairman.</b></p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcement:</p> <p><u>Child Poverty</u>  There had been interest from two schools to get involved with a workshop to take this topic forward. A further update would be brought to the Board following that event.</p>
6	<p><u>Chief Fire Officer for Dorset &amp; Wiltshire Fire &amp; Rescue Service</u></p> <p>The Chief Fire Officer for Wiltshire &amp; Dorset gave a presentation, outlining the new Service from 1 April 2016, when Dorset and Wiltshire Fire Service would replace the two existing services. Key to the future direction would be a new vision, which puts the community at the heart of the work they do. Both services already did more than just put fires out, they undertake a range of</p>

preventative activities. As a new service it was the belief that they could do even more. Work in some key areas would include:

- Identify those who may be cold in their homes during winter and support and signpost them to other agencies to take action.
- Work with public health and partners to reduce avoidable illness.
- Work with families and individual young people to support them in making safer and healthier choices.

This work was reflected in the four new priorities, which were:

1. Help you to make healthier choices
2. Protect you and the environment from harm
3. Be there when you need us
4. Make every penny count

The control room had moved to Devizes, this would see savings of £700,000 per year. The new Head quarters had been located in the new Five Rivers Health and Wellbeing centre in Salisbury.

A £5.5 million Fire Transformation Fund had been secured, the majority of which would be used to provide a new Safety Centre on the Dorset/Swindon border. The centre would have the capacity to educate 15,000 young people per year.

Questions and comments included:

- The fire service offers a first responder service from many of its stations, was this more expensive method than using the ambulance service?  
Answer: We have co-responder units in Dorset, which when needed leave the station in a small vehicle, costing approximately £25 per time. By offering the co-responders we get more interest in the retained post.
- Why was the retained test so intense? Answer: There was no academic qualification required to apply for a retained post. The test included verbal and numerical reasoning. The more functional tests were more difficult to pass, with extended ladder and crawl way training required. Once that stage was complete there was also a medical to ensure that each candidate was fit for the demands of the work.

A copy of the slides from the presentation are attached.

7

Health & Wellbeing Groups & Housing - Meeting local need

James Cawley, Associate Director for Adult Care Commissioning and Housing presented two updates to the Board.

### Health & Wellbeing Groups

The Council proposed that each Area Board would establish a Health and Wellbeing Group (HWBG) to provide a community led local forum to facilitate the coordination of joined up services for older people living within a community area; gathering the views of older people and ensuring that these views were represented at the local Area Board. The HWBG would focus on identifying the needs of a local population and supporting the development of services that would meet these needs.

The HWBG would:

- Discuss and advise on support for older people in their area and make best use of the existing community capacity.
- Reflect the needs of its local community and will ensure wellbeing and community resilience is a key priority for Area Boards.
- Draw on local resources and assets in order to generate support for local initiatives.

Membership would be decided by each Area Board, some suggestions could include - the Community Engagement Manager, the Older Peoples' Champion, Unitary and Parish Councillors, CCG Care Coordinators, Healthwatch and Representatives from the Voluntary Sector.

Comments and questions were then taken, these included:

- The South West Wiltshire Area should receive a larger division of the money, as it has 3 community areas, covering a vast area, so having one equivalent of the former Good Neighbour post was not adequate when there were previously two. It was considered easier for people in Salisbury as most of the charities were located there; in the rural locations it was far more difficult to access services. Answer: However we divided the money we would have been asked for more. The decision by Cabinet was to divide the funding equally by 18 Area Boards.
- Ever since the formation of the Area Boards in 2009, we have had to fight to have more money, as we are the only Area Board to have 3 community areas, the others all have one. Please take the message back that the Board wants more funding.

### Decision

**The South West Wiltshire Area Board agreed that as the three community areas of Mere, Tisbury and Wilton spanned across a very large geographical area, of which the Good Neighbour scheme was originally set up to cover the rural areas where older people are isolated and not close to many services which tend to be based in the larger towns. In order to continue to provide a good service to older, vulnerable people in the area, the SWWAB wish to see 3 paid Older People's Champions appointed in the area, one in each community area, to provide 10 hours**

**paid employment per week, and that this service was properly funded by Adult Services/Health & Wellbeing.**

***Reason:***

***The current WC offer was unsatisfactory and would not provide sufficient man hours to cover the area.***

### Housing

The Board received an update on the delivery of new housing to meet local needs, including information on National policy context, Wiltshire priorities, Assessment of need, Local data to South West Wiltshire and the Next steps.

The Wiltshire Council Housing Strategy was due to go out for consultation shortly and would come the Area Board for comment.

Comments and questions included:

- Mike Ash; Chair of the Wiltshire Rural Housing Group noted that housing prices in the area were quite high, even a 20% discount on buying a new home would be out of reach for most first time buyers.  
With a lot of development taking place on rural exemption sites on perpetuity for community. Land owners will be tempted to put land forward. Answer: We had given thought to it and had recognised all of those issues. There was a government description of a starter home; we are looking at whether there could be a different model to that. National policy says that you can have 20% discount off a new home, then after 5 years you can sell at market rate.
- Was the housing programme stopping? Answer: There was a building programme to take us up to 2018.
- What was the definition of affordable? Answer: Affordable was 60% of normal market rent, but now it was 80%, dependent on property size and location.
- The current system was not working, as some villages can take 2 to 3 new houses, we need to try and get more.
- A private landlord explained that he was forced to put rents up due to budget changes.

A copy of the slides from the presentations are attached to the minutes.

8

### Nadder Centre Update

Steve Harris in his role of Community Engagement Manager gave an update on the progress at the Nadder Centre:

- Work started - January 2015
- Original build completion date for stage 1 of the Nadder Centre - July 2016 with a further few months before all services had moved in and were operational
- Delay due to connecting the electricity to site, change to specification to improve the offer and complete the first floor area
- Completion date - July 2016
- Additional health and wellbeing facilities will be located on first floor
- Total investment £8.1m – increased by more than £500K
- Demolition of pre-school and the parking bays and other external areas – complete - autumn 2016
- The swimming pool would also be having a revamp and due to open again in May
- There would be 58 car parking spaces
- 8 individual start up units

Steve was already in discussion with various groups to establish what they would like from the centre; he urged other community groups to think about how they would like to use the site.

Cllr Tony Deane as Chairman of the Nadder Centre Board (NCB), noted that from the start the project had been billed as a community asset and had been developed with community input. The NCB was not only for Tisbury but included the wider community, he urged people to come forward if they were interested in joining the Board.

Comments and questions included:

- Wiltshire Council had cut bus funding, so how did this help people to get to the Centre? Answer: The buses in this area had not been cut. Transport options for accessing the centre, with the aim of having a better community bus service to access the site.
- Was there an update on the access road situation to the centre, as there had been concern regarding the traffic accessing the centre through Weaveland Road? Answer: There would be access via the Wyndham Estate, although at present there was a fence across it, this would be removed on 16 August. The barriers remained up at Weaveland Road entrance at present.
- The pool was only open 1 May to 1 September; could it be opened for a longer period? Answer: WC did not run the facility; it goes through the maintenance team as a WC asset. Tisbury Swimming club who ran the pool did not wish to extend the opening hours.

9

#### The Future of Local Policing

Inspector David Minty gave an overview of the new Police model in place from October 2016. A 2 year design project, with 18 months of research found that

there was a great deal of duplication with the current model.

The 999 service was found to be good, however the 101 service was found to be bogged down. Each Sergeant would have a team of Police Officers, PCSO's and local investigating teams. There would be five teams per hub, within the team there would be one allocated officer on a rota basis for the SWW area providing cover 24/7.

Community beat Officers would be able to attend lower level recourses and attend parish meetings when required.

Comments and Questions were taken:

- Would the areas be changing as part of the new Model? Answer: No, Tisbury and Mere would be under the care of the inspector for Warminster and Wilton would be under the care of the Inspector for Salisbury.
- How many PCSO's would we have across the three areas? Answer: There would be 2 for Wilton, 1 for Mere and 1 for Tisbury, there Officers would be allocated and named. The details of that would be available nearer the time.
- The Nadder Centre has a police facility, why did the PC have to attend Warminster? Answer: Once a shift, the Police Officer could attend the Nadder Centre, so that everyone would know that they could go in to pass their comments on. The PCSO can also visit the Centre.
- There was a Mere Police Station, what would happen to this? Answer: The Police was rationalising its estate, evaluating options for alternative places for Police to go and dock in.
- Could you provide some statistics on abstraction rates for the area compared to other areas? Answer: Yes, Inspector Minty agreed to take that request back and feed back the stats in due course.
- How will information on the new Model be circulated to the public? Answer: After the purdah period was over the information would be circulated in the public.

The Board asked if the CEM would contact the Ambulance Service to get an answer on response times in the area.

**Action: CEM to invite Ambulance Service to feedback.**

10

Highways Resurfacing and Maintenance Programme.

The Board considered the list of major maintenance schemes, proposed for 2016/17 as attached to the agenda.

Councillor Dean noted that from 1 April 2016 the Council would have a new contractor, adding that once there was clarity over what was happening the Board would feedback updated information.

Comments and questions:

- How did the lists get drawn up? Answer: Highways carry out an evaluation of the level of need once a year, skid resistance was a major factor in that process.
- If Cllr Green was in attendance she would have mentioned Sutton Row, as it was in a terrible state. This busy road was a busy well used road, often used as a cut through. Answer: Unfortunately, there were roads like that in all areas. Concern for specific roads could be fed in to Steve Harris for logging.

The Board felt that they were unable to make a decision on the schedule at this meeting and agreed to bring it back for consideration at the next Area Board meeting in May.

11

Partner and Community Updates

The Board noted the written updates attached to the agenda and received the following verbal updates:

Youth – LYN

The Community Youth Officer (CYO) had been signed off on long term sick, as a result of that the last Local Youth Network meeting had been cancelled. A briefing paper had been circulated earlier in the day which gave details of a reduction in the number of CYO's for the county from 18 to 7.

Community Engagement Manager

Steve Harris gave an overview of upcoming events and initiatives for the area, these included:

- Taste the Chase – Wed 20<sup>th</sup> April, Larmer Tree Gardens
- Community First Aid Scheme  
Further sessions planned for May 2016 – more details soon
- Sport Relief Challenge / Road to Rio
- Community Litter Picking Initiative/Clean for the Queen:  
19 parishes received equipment from the Area Board (plus 1 awaiting delivery)  
Litter picks beginning to be held, including some during 'Clean for the Queen'

Questions included:

- Would there be any defibrillator classes in future? Answer: There was some funding remaining to run 3 first aid sessions, at the end of each of those there would be some defibrillator training, where anyone can attend.

Information on current consultations, to take part and for further information, visit



12	<p>the consultation portal:  <a href="http://www.wiltshire.gov.uk/council/consultations.htm">http://www.wiltshire.gov.uk/council/consultations.htm</a></p> <p><u>Area Board Funding</u></p> <p>The South West Wiltshire Area Board considered 10 applications for funding from the Community Area Grant Scheme for 2015/16.</p> <p><b><u>Decision</u></b>  <b>Tisbury Business Association was awarded £2,400 towards administrative support for the Business Association.</b></p> <p><b><i>Reason</i></b>  <b><i>The application met the Community Area Grant Criteria for 2015/16.</i></b></p> <p><b><u>Decision</u></b>  <b>Wilton Town Council was awarded £274 towards Broadband provision at the Pavilion.</b></p> <p><b><i>Reason</i></b>  <b><i>The application met the Community Area Grant Criteria for 2015/16.</i></b></p> <p><b><u>Decision</u></b>  <b>The Our Time Project was awarded £2,000 towards their ‘Our Time – Making a Difference’ project</b></p> <p><b><i>Reason</i></b>  <b><i>The application met the Community Area Grant Criteria for 2015/16.</i></b></p> <p><b><u>Decision</u></b>  <b>Donhead St Mary Parish Council was awarded £4,878 towards the upgrading works to the remembrance ground.</b></p> <p><b><i>Reason</i></b>  <b><i>The application met the Community Area Grant Criteria for 2015/16.</i></b></p> <p><b><u>Decision</u></b>  <b>Wilton Bowls Club was awarded £5,000 towards the disabled toilet access works.</b></p> <p><b><i>Reason</i></b>  <b><i>The application met the Community Area Grant Criteria for 2015/16.</i></b></p> <p><b><u>Decision</u></b>  <b>East Knoyle Community Shop Association was awarded £5,000 towards the refit.</b></p> <p><b><i>Reason</i></b>  <b><i>The application met the Community Area Grant Criteria for 2015/16.</i></b></p> <p><b><u>Decision</u></b>  <b>Mere Flower Festival was awarded £500 towards the festival for 2016.</b></p> <p><b><i>Reason</i></b></p>
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*The application met the Community Area Grant Criteria for 2015/16.*

**Decision**

The Alzheimer's Society was awarded £377.50 towards Forget-me-not lunches.

**Reason**

*The application met the Community Area Grant Criteria for 2015/16.*

**Decision**

Donhead St Mary Remembrance Fund was awarded £374.20 towards the installation of electric hand dryers in the toilets at the hall.

**Reason**

*The application met the Community Area Grant Criteria for 2015/16.*

**Decision**

Donhead St Mary Remembrance Fund was awarded £697.88 towards new lighting in the toilets.

**Reason**

*The application met the Community Area Grant Criteria for 2015/16.*

13

**Area Board Projects**

The Board considered three Area Board Projects for funding as detailed in the agenda, and one further project put forward by Cllr Deane at the meeting.

**Youth and community Transport**

**Decision**

The South West Wiltshire Area Board agreed to:

- Ring fence £20,000 for the purchase of community transport vehicle(s) primarily to support the delivery of youth activities across South West Wiltshire. If any funding remained unspent, this would revert back to the Area Board general funding pot.
- Individual awards to be decided by delegated powers given to the Community Engagement Manager in consultation with and approval by all Board members, with confirmation that the organisation had met the ownership criteria set out in section 1. Decisions to return to the next Area Board meeting for ratification.
- An evaluation report to be brought back to the Board detailing the outcome of the spend following either a) all of the project funding being allocated or b) a period of one year from the funding being agreed.

**Community Communications**

**Decision:**

**The South West Wiltshire Area Board agreed that:**

- **£5,000 be ring fence for this project.**
- **individual awards of up to a set amount will be approved out of the meeting, by delegated powers, given to the Community Engagement Manager in consultation with Board Members.**
- **an evaluation report will be brought back to the Board detailing the outcome of the spend following either a) all of the project funding being allocated or b) the project ending in December 2016.**

**Finger Post Project**

**Decision**

**The South West Wiltshire Area Board awarded £400 to each of the listed Fingerpost schemes (a total amount of £2,000):**

- **Mere**
- **West Knoyle x 2 (exception required)**
- **Zeals**
- **West Tisbury**

All of these will be on condition that a photograph of the existing finger post and a quote for the work to be done is provided to the Community Engagement Manager.

**Events for the Queen**

**Decision**

**The South West Wiltshire Area Board agreed to ring-fence £500 for each community area (£1,500 in total).**

**Close**

The Chairman thanked everyone for coming and closed the meeting.

The next meeting of the South west Wiltshire Area Board will be held on Wednesday 25 May 2016, 6.30pm at The New Remembrance Hall, Charlton.

14

**Presentation slides**

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**DORSET & WILTSHIRE  
FIRE AND RESCUE**

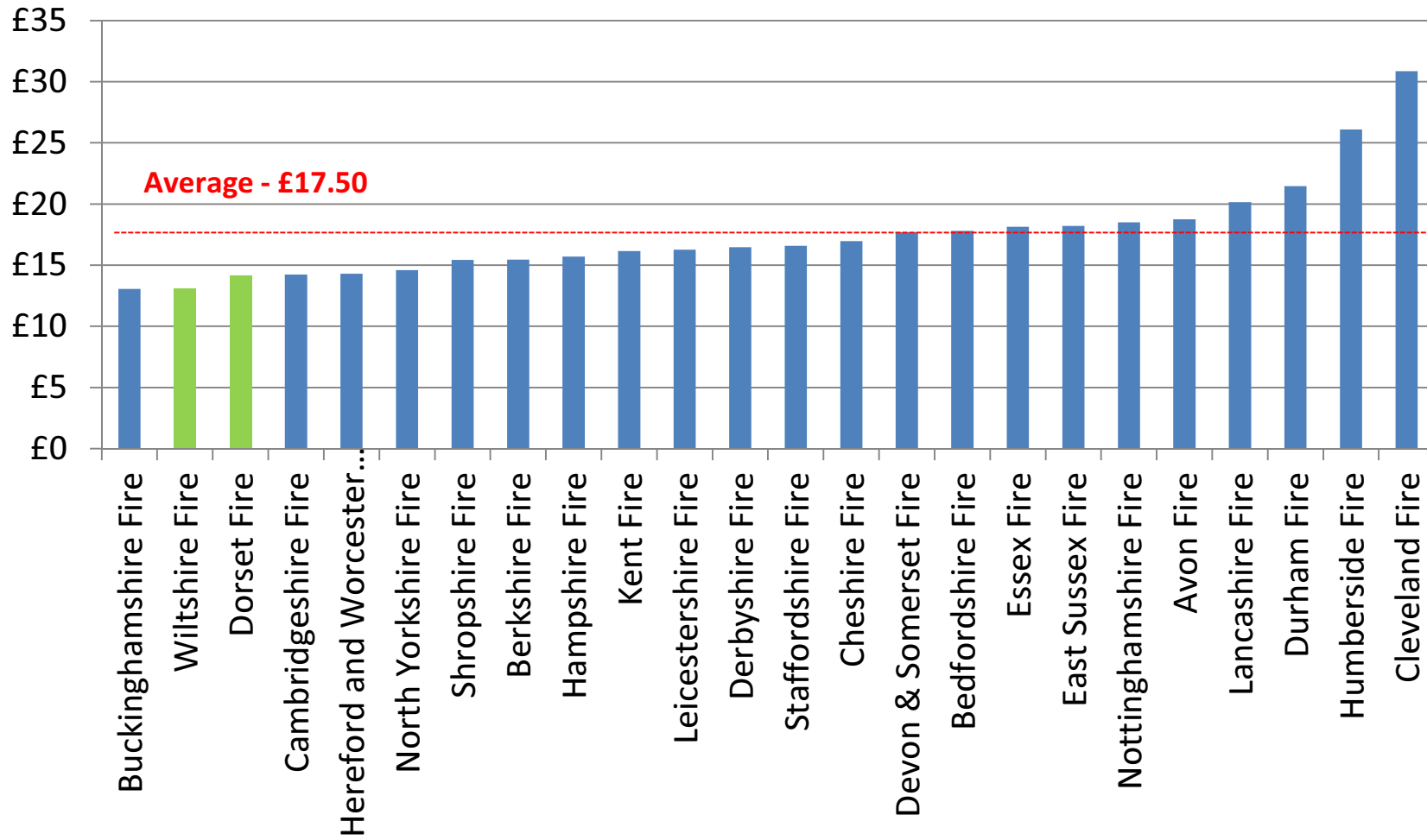
# Progress towards combination



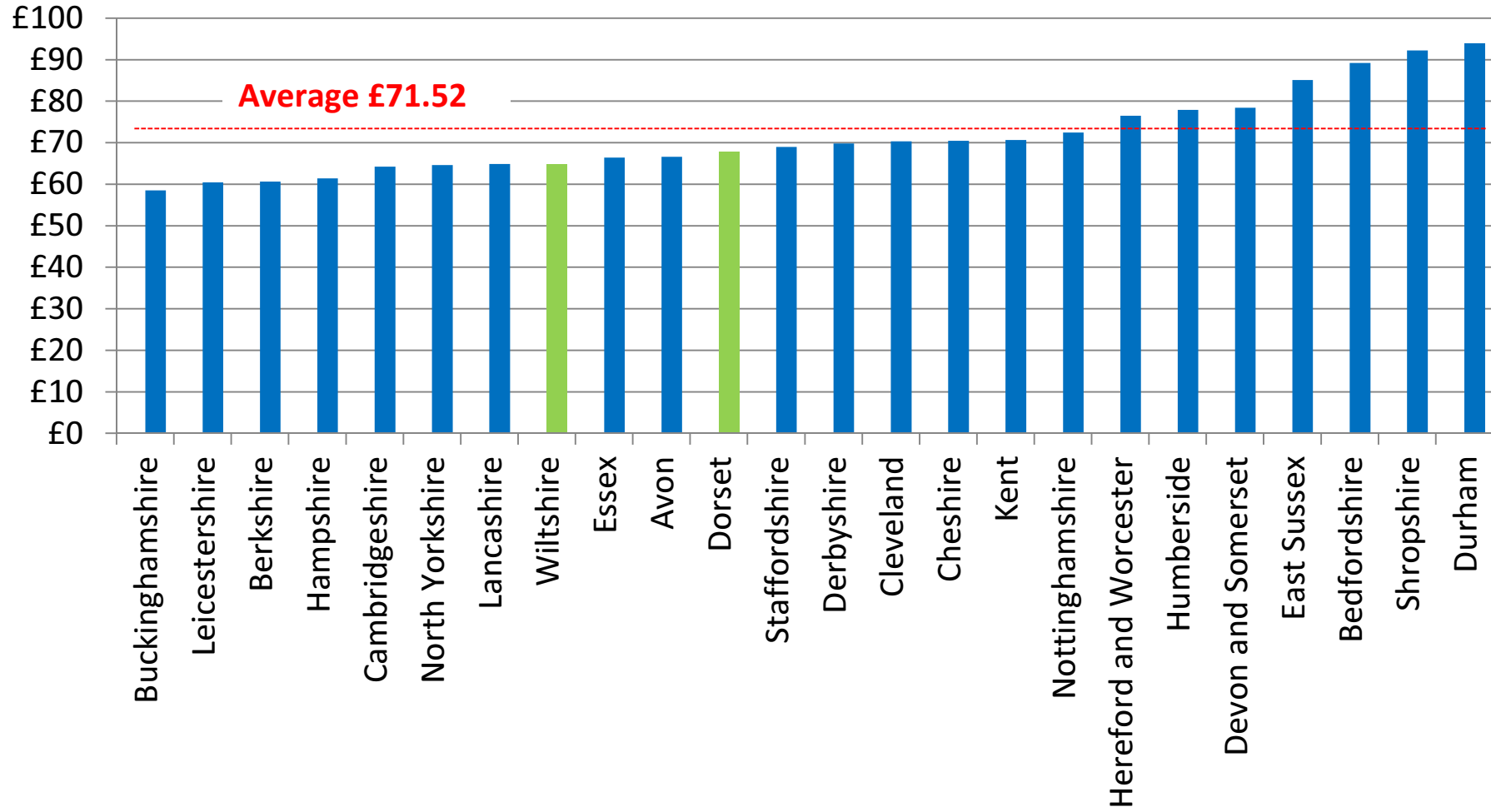
# Dorset and Wiltshire

<b>Socio-economic</b>	<b>Dorset</b>	<b>Wiltshire</b>	<b>Total</b>
<b>Population</b>	774,338	684,028	1,458,366
<b>Area (in hectares)</b>	276,365	348,000	624,365
<b>Number of domestic properties</b>	336,103	280,868	616,971
<b>Number of non-domestic properties</b>	29,331	19,243	48,574
<b>Operational and organisational</b>			
<b>Number of fire stations</b>	26	24	50
<b>On-call fire stations</b>	19	18	37
<b>Number of incidents attended 2012/13 within county</b>	8,509	6,139	14,648
<b>Total fires</b>	1,870	1,486	3,356
<b>Total accidental domestic property fires</b>	487	322	809
<b>Number of full-time firefighters</b>	210	144	354
<b>Number of on-call firefighters</b>	375 (64%)	337 (66%)	712 (67%)
<b>Number of corporate staff, non-uniformed service delivery and Fire Control</b>	180	145	325

# 2015-16 Settlement Funding Assessment per head of population



# Band D Council Tax 20-15 all Combined Fire Authorities





## Our Financial Projections

<b>DORSET</b>	2014/15	2015/16	2016/17	2017/18
<b>Funding Gap*</b>	<b>£0.000m</b>	<b>£0.391m</b>	<b>£1.414m</b>	<b>£2.309m</b>
2015/16 Freeze		£0.147m	£0.158m	£0.194m
2016/17 Freeze			£0.343m	£0.344m
2017/18 Freeze				£0.344m
<b>Revised Funding Gap</b>		<b>£0.538m</b>	<b>£1.915m</b>	<b>£3.190m</b>

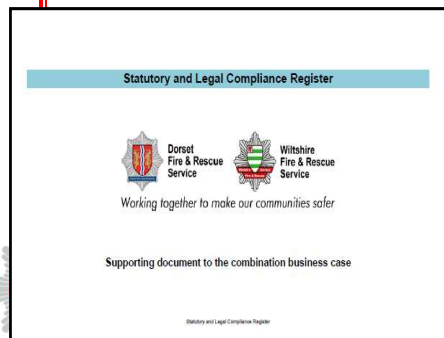
<b>WILTSHIRE</b>	2014/15	2015/16	2016/17	2017/18
<b>Funding Gap*</b>	<b>£0.298m</b>	<b>£1.292m</b>	<b>£2.290m</b>	<b>£3.139m</b>
2015/16 Freeze (£m)		£0.140m	£0.140m	£0.140m
2016/17 Freeze (£m)			£0.310m	£0.310m
2017/18 Freeze (£m)				£0.324m
<b>Revised Funding Gap</b>		<b>£1.432m</b>	<b>£2.740m</b>	<b>£3.913m</b>



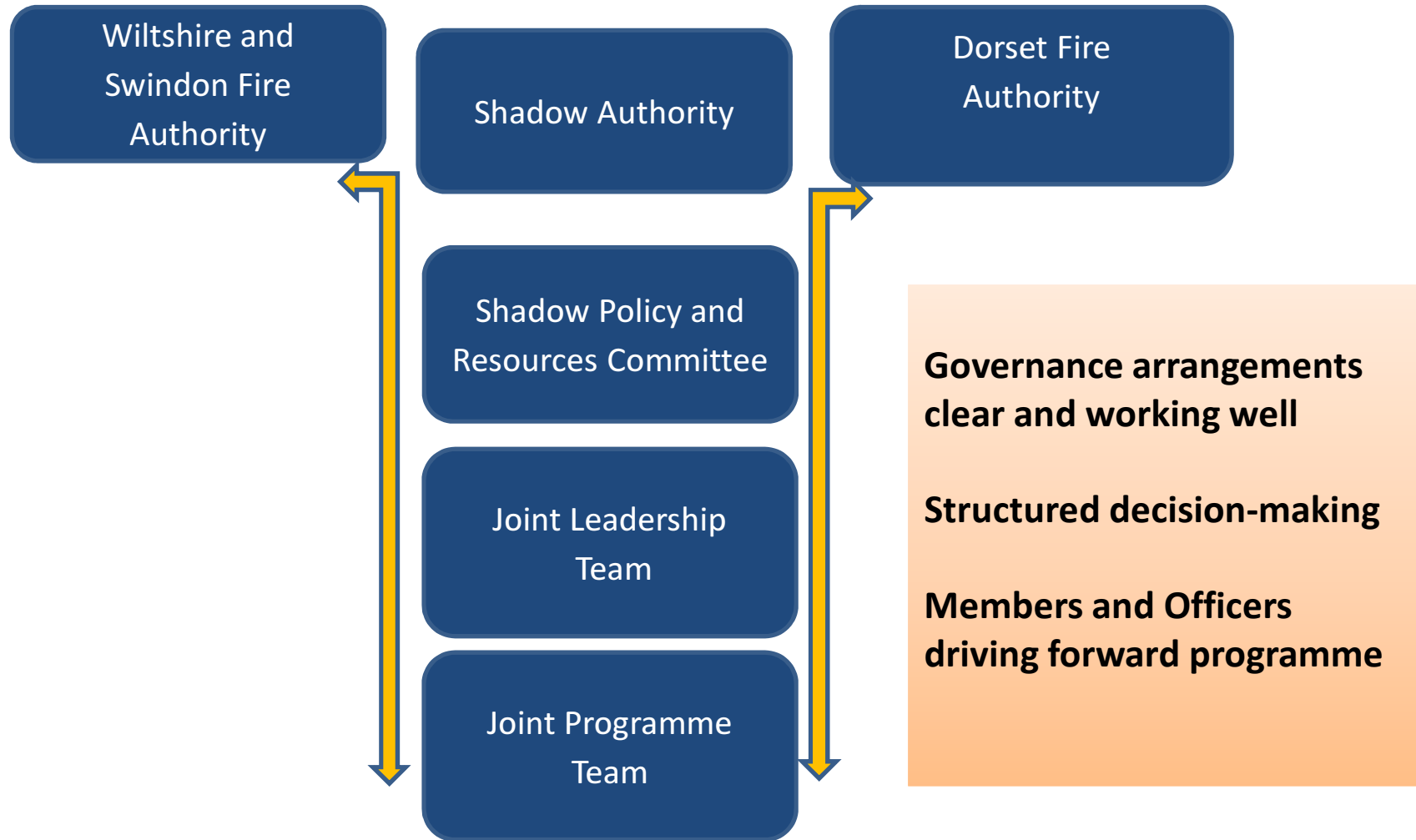
# Due Diligence Process and key documents

- Safer 2020
- Vision statement
- Transformation bid
- Public consultation
- Statutory compliance register
- 'Public' Business Case
- Departmental reviews

- Senior management
- Assets
- Finance
- Human Resources
- Prevention
- Protection
- Policy
- FDS
- Corporate budgets
- Assumptions to remainder



# Programme management arrangements



# Workstream 1



**Top team  
now in place**

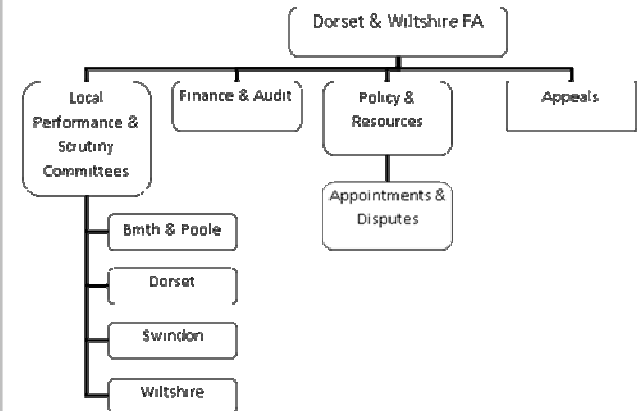
**Standing  
orders and  
regulations  
agreed**

PASSIONATE ABOUT  
**CHANGING & SAVING LIVES**



**Corporate  
identity and  
branding  
agreed and  
being rolled  
out**

**Initial  
governance  
arrangements  
maturing**



**Policy  
framework  
and critical  
procedures  
on track**

**Member  
handbook**



**DORSET & WILTSHIRE  
FIRE AND RESCUE**



# Workstream 2



PASSIONATE ABOUT  
CHANGING & SAVING LIVES

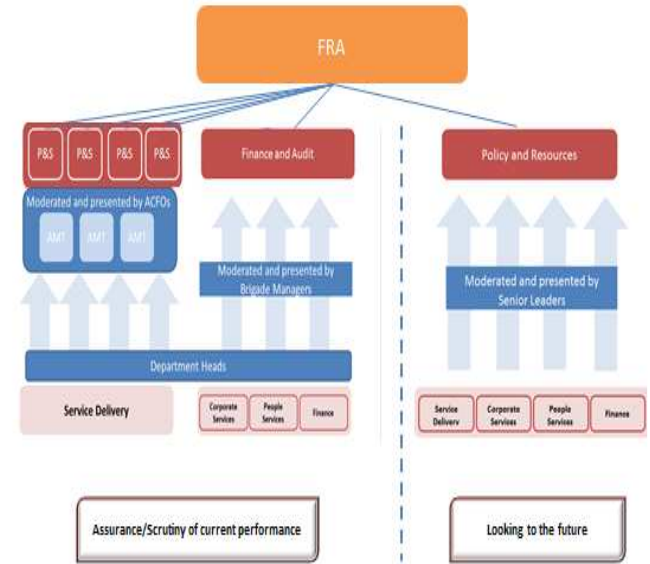


Vision and values

Performance management framework

Insurance and audit procurements on track

Financial system on track



## Our Vision & Purpose

### Passionate about changing and savings lives

We are much more than a Fire and Rescue Service. We are about helping you to become safer, healthier and to live more independently. Improving your wellbeing and investing in our future generations is central to our way of thinking. We want to play a key part in supporting our communities and businesses to grow safely and responsibly. When things go wrong we will respond quickly and professionally to limit distress, harm and economic loss



## Our Priorities: We will do the following

- **Help you to make safer and healthier choices.**

We want you to be more aware about the risks you face and support you and your business to be safer. We are committed to improving the wellbeing of you and your family.

- **Protect you and the environment from harm.**

We will work with you to improve your safety and reduce the effect that day-to-day hazards and risks can have on you and your environment.

- **Be there when you need us.**

We will continue to provide a professional and prompt response when an emergency happens.

- **Make every penny count.**

We will continue to be a well-respected and trusted service offering excellent value for money.



# Workstream 3



**Safety centre detailed business case being formulated**

**Strategic hub in Salisbury on track**

**Service control centre opened and operational**

**Networked fire control**



Network Fire Control Services Partnership (NFCSP)



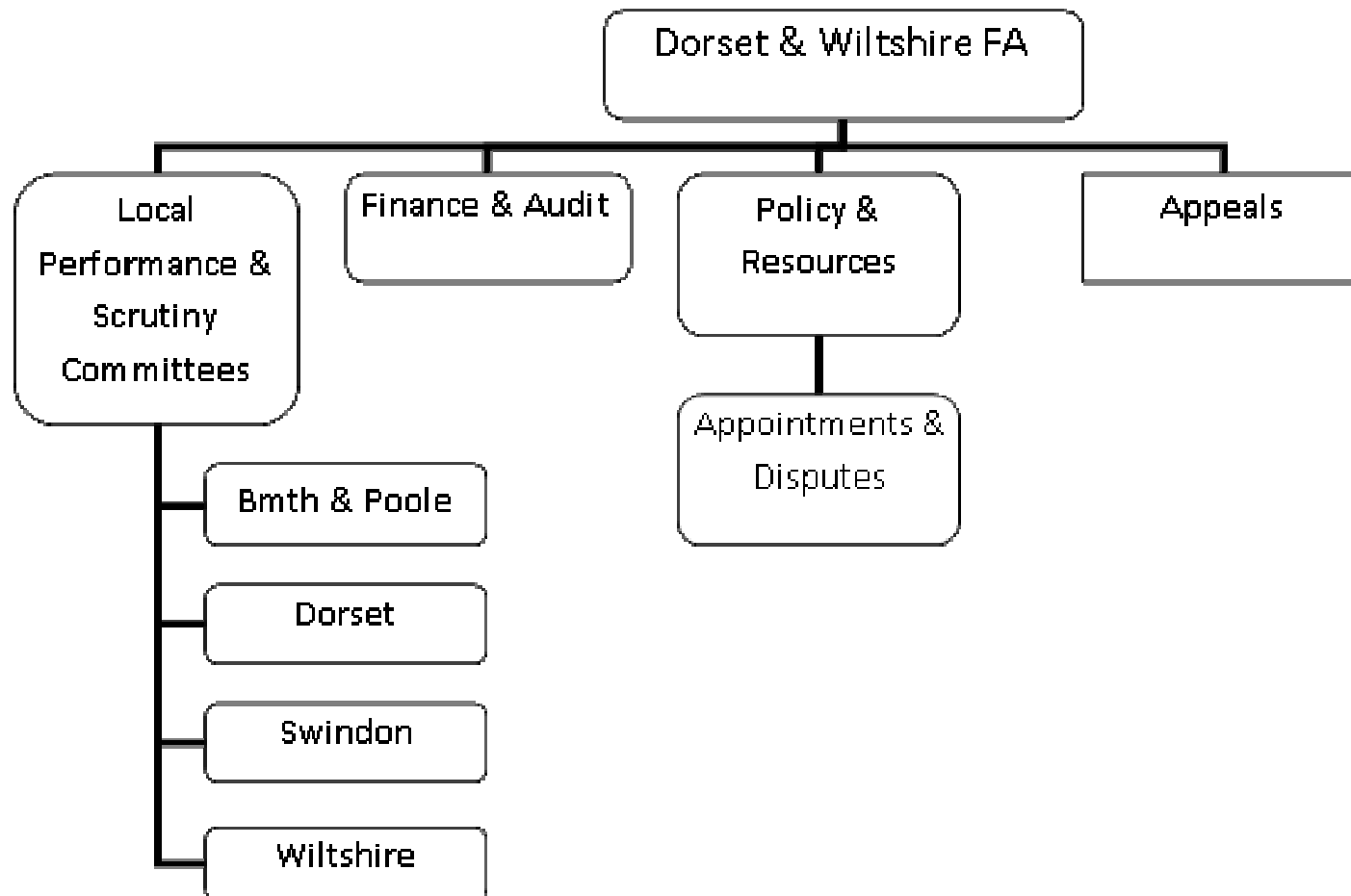


# Government Support

- Awarded £5.5m Fire Transformation Funding to:
  - Extend Streetwise to Wiltshire and Swindon to educate an additional 15-20,000 young people. Site will also include a multi-agency strategic hub
  - Harmonise our ICT infrastructure
  - Drive transition towards a new Combined Fire Authority



# Steady State Governance Arrangements





**DORSET & WILTSHIRE  
FIRE AND RESCUE**

# Progress towards combination



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## Health and Well Being Groups

- The Council is proposing that each Area Board establishes a Health and Wellbeing Group.
- Health and Well Being Groups (HWBG) are intended to provide a community led local forum to facilitate the coordination of joined up services for older people living within a community area.
- HWBG are intended to gather the views of older people and ensure these views are represented at the local Area Board.
- HWBG will focus on identifying the needs of a local population and support the development of services that will meet these needs.

Wiltshire Council



## Health and Well Being Groups

- HWBG will discuss and advise on support for older people in their area and make best use of the existing community capacity.
- HWBG will reflect the needs of its local community and will ensure wellbeing and community resilience is a key priority for Area Boards.
- HWBG will draw on local resources and assets in order to generate support for local initiatives.

Wiltshire Council  
Where everybody matters



## Health and Well Being Groups

- HWBG should discuss prevention and the effective provision of information and advice in their community.
- Funding previously used to commission the Good Neighbours Service will be devolved (ring fenced) to the Area Boards to support local initiatives identified by the HWBG.
- HWBG can respond to local challenges and make the best use of local assets including local knowledge, resources and voluntary organisations.
- Area Boards may have already initiated activities in response to the Community Area JSA events and the priorities identified.

**Wiltshire Council**  
Where everybody matters



## Health Well Being Groups

- Membership should be decided by each Area Board.
- Some suggestions - the Community Engagement Manager, the Older Peoples' Champion, Unitary and Parish Councillors, CCG Care Coordinators, Healthwatch, Representatives from the Voluntary Sector should be included.

**Wiltshire Council**  
Where everybody matters



**Wiltshire Council**  
Where everybody matters

## Affordable Housing

South West Wiltshire Area Board    James Cawley

## Content

- National policy context
- Wiltshire priorities
- Assessment of need
- Local data to South West Wiltshire
- Next steps

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**Wiltshire Council**  
Where everybody matters

## National Policy Context

- Increase owner-occupation including low cost options
- Make best use of existing social housing stock
- Reduce burden on public sector (housing benefit bill)
- Increase supply of new homes
- Promote independent living in the community



## Wiltshire priorities

- Ensuring there are a range of housing available to meet needs
- Promoting home ownership housing
- Enabling provision of homes for the most vulnerable
- To help people to achieve independence and choice enabling them to live at home for longer
- To improve the quality and make best use of existing stock

### PRIORITIES

- 1.
- 2.
- 3.





## Assessing need

- The core strategy
- Strategic Housing Market Assessment
- Town and parish surveys
- Under-occupation and overcrowding data
- Demographic trends & census updates
- Existing stock information
- Re-let supply
- Housing register

## Basic Stock Profile for South West Wiltshire Area Board Area



	Mere	Tisbury	Wilton	Wiltshire
Owner Occupation	67.8%	65.0%	60.7%	68.3%
Social Housing	15.7%	14.7%	17.3%	14.7%
Private	13.9%	16.9%	19.4%	15.4%
Other	2.6%	3.4%	2.6%	1.6%

Proposed homes to be built 2006 – 2026 (Core Strategy) 960  
Delivered 40 new affordable homes during 2010 to 2016

## Additional key information

	2016	2026
Population	21,200	21,610
•Under 17	3,940	3,940
•Working Age	10,990	10,190
•Retirement age	6,790	7,990

Median house price for Mere and Wilton is £275,000 and £309,000 in Tisbury

Households on the register 1,879

1<sup>st</sup> preference for South West Wiltshire 45

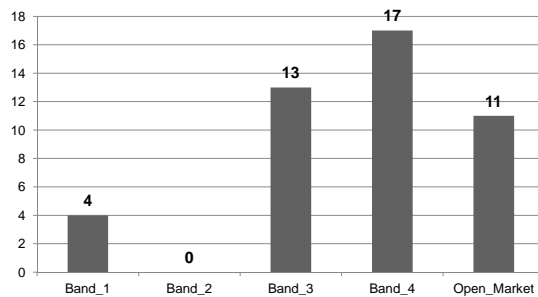


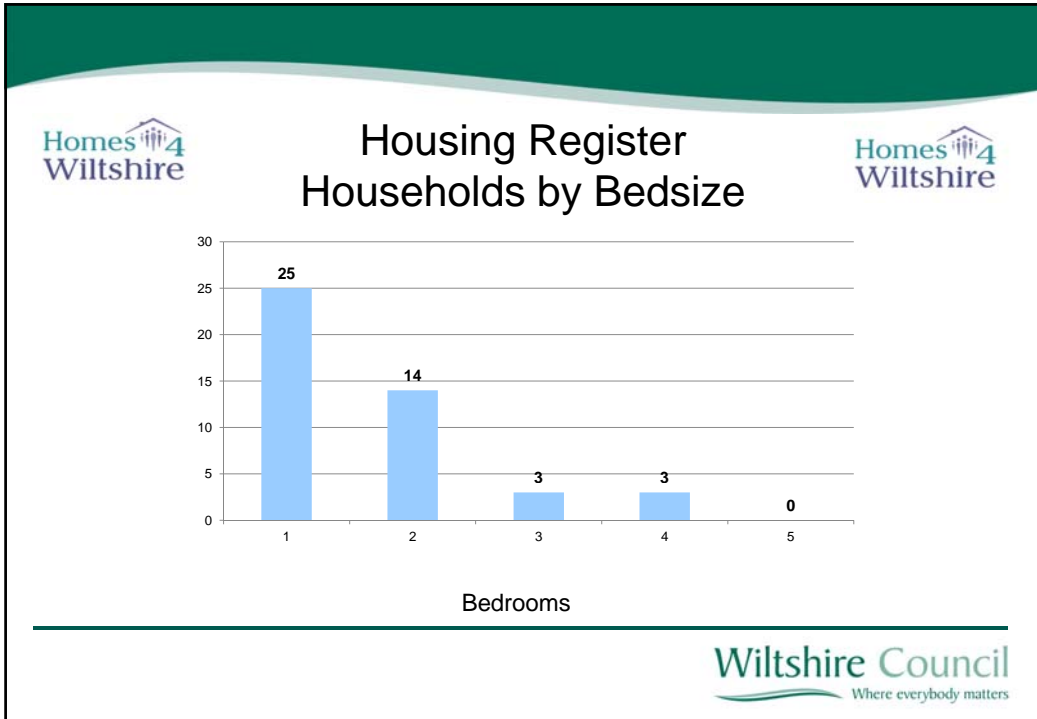
## Housing Register Breakdown



Total on the Housing Register **1,879**

**45** Households with a 1<sup>st</sup> preference for South West Wiltshire





**Wiltshire Council**  
Where everybody matters

## Rural Needs Surveys

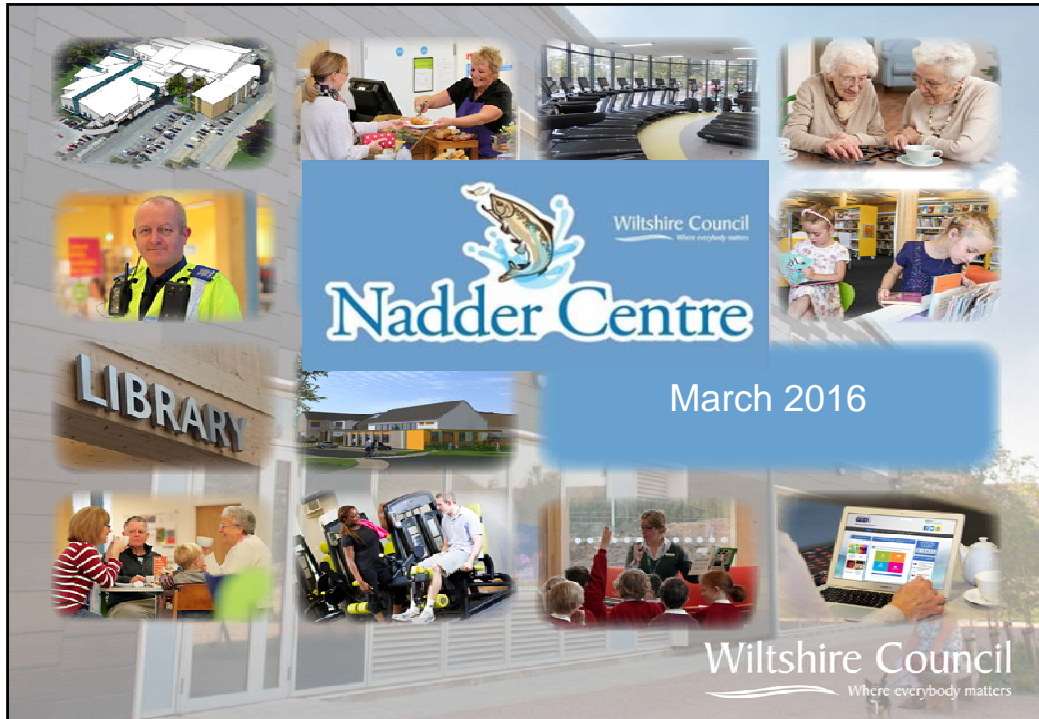
11 rural needs surveys completed in the South West Wiltshire Area Board Area since 2011.

**Highlights:**

Parish	No. AH needed	Parish	No. AH needed
Bishopstone	10	Dinton	2
The Donheads	3	East Knoyle	4
Fovant	7	Hindon	2
Mere	14	Quidhampton	5
Tisbury & West Tisbury	17	Wilton	32
Zeals	8		

## Next steps

- Commissioning research at community area level
- Developing housing strategy & agreeing priorities
- Work with local communities & partners to understand local need and deliver new homes
- Consider options to increase choices for those not able to meet needs in open market
- Respond to national policy changes



### Background and timelines

- Work started - January 2015
- Original build completion date - January 2016
- Delay due to connecting the electricity to site, change to specification to improve the offer and complete the first floor area
- Completion date - July 2016
- Additional health and wellbeing facilities will be located on first floor
- Total investment £8.1m – increased by more than £500K
- Demolition of pre-school and the parking bays and other external areas – complete - autumn 2016

### Former Site Plan

The site plan shows a triangular plot of land with various facilities. At the top is a Motorcycle workshop. Below it are the Tisbury Sports Centre and a Pre School. In the center are Sure Start and Nadder Hall. To the right is a Swimming Pool & Changing Facilities, with Wiveland Road running along the edge. At the bottom left is St John's Primary School, and at the bottom right is the (Former) St John's secondary school. Tennis Courts are located in the lower central area. A north arrow is in the top right corner.

### Existing buildings

Current library - will be transferred back to the Tisbury Reading Room and Library Trust once vacated

Fledglings pre-school – will be demolished after move to the new centre

### New site - aerial view

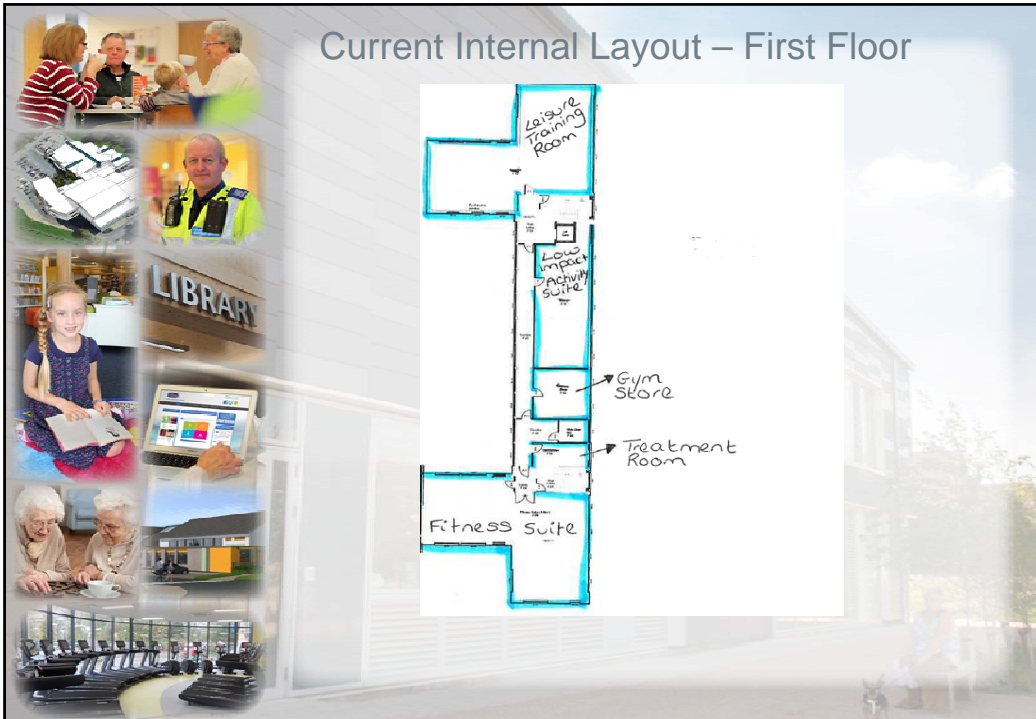
- Nadder Centre will benefit from new access road through Wyndham Place housing estate
- Swimming pool also being refurbished
- 58 car parking spaces will be provided

### Current Internal Layout – Ground Floor

Legend:

- Leisure
- Multi-Purpose space
- Library
- Pre-school
- Incubation space + units
- Police

Other labels on the plan include: Mezzanine, Examination clinic room, Children's Centre 2 x days per week, Nadder Hall, Sports Hall, Reception, Library, Children's Library, MPAS 1, MPAS 2, MPAS 3, MPAS 4, MPAS 5, Kitchen, cafe, cafe counter, and Bookers.







### Leisure – spotlight...

- State of the art fitness suite



- Treatment room available for nutrition / physio / aromatherapy / osteopath / beauty etc.
- Room for Personal trainers delivering both group and individual health / wellbeing activities
- Room available for Holistic / low impact activities requiring quiet / calm area – incl. Pilates / yoga / meditation



### Leisure – spotlight cont'd

#### New Sports Hall

- 4 badminton courts
- 2 lane cricket nets for bowling practice
- Roller skating
- Basket ball hoops and practice nets
- Trampoline spotting rig
- Gymnastics equipment including Asymmetric bars
- Kick boxing
- 5-a-side Football nets
- Netball
- Viewing windows

Two existing tennis courts retained

## Library - spotlight



- New enhanced facilities
- Flexible furniture
- Children's library area



## Community - spotlight

### Nadder Hall

- Audio visual equipment for performances
- 150 seated
- Flexible, movable staging
- Viewing gallery from the Mezzanine
- Furniture available for jumble sales, conferences and other events

### Café



- Café counter - opportunity for start up business
- High quality vending refreshments
- Comfortable seating

### Community garden

- Gated area with grass and path
- Volunteers needed to help maintain



### Pre-school - spotlight

- Designated main area/play space, office, toilets, kitchen, lobby and storage space
- Areas are locked down to pre-school staff only with parent access through the main Nadder Centre entrance
- Designated fenced external play/garden area
- The pre-school will be open 9am-3pm - Mon-Friday

### Children's Centre - spotlight



- New service provider contract live 1 July 2016
- Move to Nadder Centre after this date
- Children's Centre will have use of community space room 9am-5pm on Tuesdays and Thursdays
- Dedicated storage accessible to Children's Centre staff only
- Access to fenced off garden area on Tuesdays and Thursdays



## Police - spotlight

- Interview/Search room facility
- Storage room
- Police officers can work anywhere in the Nadder Centre between daily duties





## Business start-up units - spotlight

- Highly competitive, start-up business space
- Access to the corporate leisure and fitness suite membership
- Nadder Centre offices for start-up, micro and small businesses - perfect for those working from home
- Excellent business networking facilities for events, seminars, workshops and meetings
- Communal space to meet with business colleagues and clients







## Site progress...



View from sports hall to reception and café area

Café and reception area

Front entrance

## Communication and marketing



- Marketing the business opportunities – the units and the café
- Marketing the leisure offer
- Marketing the community offer - securing early bookings and developing a calendar of events
- Keeping the community updated
- Arranging site visits and open days – June onwards

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South West Wiltshire Area Board  
25 May 2016

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**Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2016/17**

**1. Purpose of the Report**

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2016/17.

**2. Background**

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. Similarly, the Area Board is invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2016/17.

**3. Main Considerations**

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

#### **4. Financial and Resource Implications**

4.1. None.

#### **5. Legal Implications**

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

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

#### **6. Environmental Impact of the Proposals**

6.1 None.

#### **7. Equality and Diversity Implications**

7.1 None.

#### **8. Delegation**

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

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

#### **9. Recommendation**

9.1 The Area Board is requested to:

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



**Appendices:**

Appendix A – list of appointments to Outside Bodies

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

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

**Unpublished background documents relied upon in the preparation of this report**

None.



South West Wiltshire Area Board - Outside Bodies list for 2016/17

Outside Body Title ( A to Z )	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Representative (s)
South West Wiltshire Local Youth Network (LYN)	Area Board - South West Wilts	So young people can present ideas to councillors and council	Youth issues and democracy; to enable young people to present ideas to councillors and the council.	4 meetings per year	Yes	1	Cllr Wayman
Sure Start Centre Management Body (Tisbury)	Area Board - South West Wilts	-	Support for families with children from pregnancy to 5 years old	-	-	-	Cllr Deane
Nadder Centre Board	Area Board – South West Wilts				Yes	1	Cllr Deane



## **Appointments to Working Groups** **South West Wiltshire Area Board**

### Community Area Transport Group:

- All Board Members with Cllr Deane as Chairman

### LYN Management Group

- Cllr Bridget Wayman



## **COMMUNITY AREA TRANSPORT GROUP (CATG)**

### **TERMS OF REFERENCE**

#### **Membership of the CATG**

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

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

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

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

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

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

#### **Appointment of CATG Members**

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

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

#### **Media Relations**

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

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

### **Meetings**

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

### **Officer Support**

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary. Additional support will be provided outside of the meeting by the Corporate Office Business Support unit, as per Area Boards.

### **Terms of Reference**

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

The CATG's terms of reference are set out at Appendix A:



**Terms of Reference**

1. Small scale transport schemes – discretionary funding

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

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

*(Cabinet Member Decision HT-021-10)*

2. Small scale transport schemes – substantive funding

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

*(Cabinet Member Decision HT-026-11)*

3. C & UC roads speed limit review

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

*(Cabinet Member Decision HT-027-11)*

4. Waiting restrictions

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

*(Cabinet Member Decision HT-031-11)*

5. 20mph speed restrictions – review and implementation

To make recommendations to the Area Board as to the priority routes/areas for review and implementation of 20mph speed restrictions in accordance with the guidance issued by the Cabinet Member for Highways.

*(Cabinet Member Decision HSB-007-13)*

6. Other decisions

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

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

September 2014

## 1. Purpose

### Definition of a Local Youth Network

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

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

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

## 2. Membership

The LYN may include representatives of:

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

All representatives must be subject to appropriate safeguarding requirements.

### The participation and involvement of young people

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

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

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

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

All members will be required to:

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

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

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

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

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

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

The management group will be supported by:

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

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

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

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

Key responsibilities for the management group include:

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

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

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

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

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

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

#### **5. Review**

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



## South West Wiltshire Area Board - Priorities and Projects 2016/17

### UPDATE

Priority set	Theme	Latest update (15 May 2016)	Area Board Project?	Lead Councillor	Funding committed	Brief outline
Lack of transport to outlying villages and threat to current transport provision	Children and young people	Area Board members have secured agreement by WC Fleet team for use of minibuses previously used by Wiltshire Council youth workers to continue for future youth activities in the community, and have also been trained to drive minibuses themselves.	Youth and community transport		£20,000 (2015/16)	Funds allocated to purchase community transport vehicle(s), primarily to support the delivery of youth activities across South West Wiltshire but also for other local community needs.
Changes in youth service could result in loss of important skills, relationships and leadership	Children and young people	Local Youth Network management group established, with aim of setting priorities into the future. Maintaining contact and communication with existing youth activity providers in the community. Specific youth grant funding available through Area Board. LYN/Area Board have commissioned series of 'Anybody Can Cook' workshops across the area.	Delivery of local youth work	Cllr Wayman	£60,000 (LYN funding) (2015/16)	Funds allocated to procure 2-year service according to specification as agreed by SWW Local Youth Network Management Group. Enhanced Seeds4Success open access youth service launched in January 2016.
Explore local initiatives to tackle child poverty issues	Children and young people	Child Poverty workshop held on 11 May 2016. Actions to be prioritised at Area Board meeting on 25 May 2016.				

Improve the number of first aid trained people in Towns and Villages and access to lifesaving equipment such as community defibrillators.	Community safety	New community-led first aid training initiative being piloted in Teffont. Community Area Manager is liaising with group to encourage scheme to be rolled out across community areas. Public defibrillators already available in Mere. Tisbury and Wilton have explored the possibility but currently rely on first responders. Area Board project proposal funding agreed at AB meetings on 10.12.14 and 4.2.15. Other parishes also being proactive with a local plan including; Tollard Royal, Dinton,	Local first aid project	Cllr Green	£3,450 (2014/15)	Four essential first aid training sessions took place in April 2015, with over 40 attendees. Defibrillator demonstration event took place in June 2015, 24 people attended. Three further sessions in October 2015 also had over 40 attendees. Further sessions held in May 2016 with over 40 people booked on.
Development of cultural activities for young and older generations to do together instead of by specific age ranges	Culture	Youth Advisory Group previously had this as their main priority, leading to an intergenerational quiz event and cricket fun day. The Area Board is also keen to engage local groups who want to link with the younger generation - approached by Tisbury bell-ringers who would like to offer a trial session for young people. Community Youth Officer led on bowls initiative in summer 2015 that brought together regular club members and young people. Further initiatives being considered for when Nadder Centre opens in Tisbury.	Inter-generational quiz event	Cllr Wayman	£415 (2013/14)	Event took place at Nadder Hall, Tisbury in June 2013 bringing together mixed-age teams for a social activity.
Better promotion of culture and arts activities to communities	Culture	Salisbury Museum and CC&WWD AONB linking up re. a Beaton walking route that will be added to 'Discover Chalke Valley' website. Exhibition launched on 23 May 2014 and ran until 19 Sept 2014. Widely promoted throughout community areas. Reviews in both local and national media have been very positive.	Cecil Beaton exhibition	Cllr Deane	£5,000 (2013/14)	Supporting Salisbury museum by contributing towards the cost of marketing the exhibition, in return for a specific focus on promoting tourism and supporting local businesses in the Chalke Valley and the South West Wiltshire area



		Pageant took place at Salisbury Cathedral on Monday 15 June 2015 as part of Magna Carta 800 years celebrations. Baron now on display in Wilton Community Centre.	Magna Carter celebrations	Cllr Edge	£1,000 (2014/15)	Baron and banner created to take part in community pageant, representing South West Wiltshire.
Develop apprenticeship opportunities in the area.	Economy	Corporate aspiration for Nadder Centre is that one third of 'staff' will be apprentices. Advertising local apprenticeship opportunities through the three business chambers and local communities.				
Continuing support for businesses in the area	Economy	2 year funding project completed in Spring 2015. Business Chambers are able to apply for community area grants in future for suitable projects.	Joint working initiative with local business chambers/ association	Cllr Wayman	£42,000 (2012/13)	Series of projects and activities delivered over a two year transitional period, after which they expect to be financially self supporting.
		Supported AONB to launch new websites, content continues to be added. Promotional campaign ongoing. <a href="http://www.discovernadder.org.uk">www.discovernadder.org.uk</a> and <a href="http://www.discoverchalkevalley.org.uk">www.discoverchalkevalley.org.uk</a>	Discover Chalke Valley and Discover Nadder	Cllr Wayman	£9,800 (2013/14)	Funding used to populate the sites which contain local walking/cycling/riding routes, details of local B&Bs, businesses, things to do etc.
		Business Incubation Units will be made available through Nadder Centre. Final offer being agreed.				
		AONB ran an event for local food/drink producers at the Larmer Tree Gardens in April 2016. Community Engagement Manager assisted to involve local businesses.	Local food producers event	Cllr Wayman	£400 (2015/16)	Area Board agreed funding at meeting on 9.12.15 to hire venue to enable event to run in April 2016.
Focus on education in the area to develop and improve skills required for the local jobs market and attract businesses.	Economy	Provision for education (further education and adult community courses) is an option for Nadder Centre; have liaised with Yeovil/Wiltshire College about potential future delivery.				

Area Board project	Environment	Finger post renewal schemes promoted and funded by the Area Board	Finger post funding	Cllr Deane	£4,000 (2014/15) + £5,000 (2015/16)	Parish and Town Councils able to make one application in the financial year for a replacement finger post, up to £400 can be requested
Local community litter picking	Environment	Area Board wishes to provide local parishes with equipment to enable local litter picking, possibly culminating in a 'big clean up' week/weekend across the area in 2016 linking in with 'Clean for the Queen.'	Community litter picking scheme		£2,510 (2015/16)	Funding agreed at Area Board meeting on 9.12.15. Every Parish Council able to apply for a free community litter picking kit including litter pickers, tabards and handihoods. 19 out of 38 parishes took up offer.
Keeping local facilities open to help social networks develop and to combat social isolation	Health and Wellbeing	Public Rights of Way Launch event held on 16 January 2014; 97 people attended. 'Stage 1' funding agreed by Area Board on 26 March 2014. 18 parishes have responded so far, providing an audit of local footpaths and setting local priorities. All who responded have been offered a scheme as part of Stage 1. See separate spreadsheets for progress report. Stage 2 funding agreed by the Area Board on 8.10.14, widening the types of schemes available. Currently exploring initiative with CPRE to provide signage for local circular walks.	Public Rights of Way Improvement Programme	Cllr Green	£7,500 (2013/14) + £7,500 (2014/15)	Joint initiative with Public Rights of Way team (WC) and local parishes/volunteers. To enhance the local rights of way through improving accessibility; schemes could include replacing stiles with kissing gates, new stiles, linking existing rights of way, new surfacing etc.

		<p>Training for snow wardens and those using the tailgate spreaders took place in October 2014 to ensure pilot scheme is completely live for winter 2014. Final routes determined and salt to be delivered to agreed locations. Purchase of push-along devices complete, relevant Parish Councils have been contacted to arrange delivery. Master plan presented at Area Board meeting on 10.12.14 and will be reviewed each year.</p>	Community Winter Weather Response Scheme	Cllr Deane	£11,894 (2013/14) + £5,000 (CATG 2014/15)	6 tailgate spreaders and 14 push-along devices to be used in a strategic way to cover all of the parishes within the Mere, Tisbury and Wilton areas that do not have their own devices and do not already have roads/areas cleared by Wiltshire Council, in order to enable people to still access services in times of bad weather.
		<p>Area Board grant funding to support local facilities - Bishopstone Village Hall awarded £1,400 on 4 June 2014 towards heat pump for hall. Quidhampton Village Hall awarded £600 on 4 June 2014 towards new kitchen equipment and £1,450 on 10 Dec 2014 towards refurbishment of toilets. Mere &amp; District Railway Modellers awarded £2,000 on 4 June 2014 towards restoration of Mere Band Hut. Ebbesbourne Wake Village Hall awarded £2,864 on 25.3.15 towards audio/visual/hearing equipment and wi-fi. Fovant Village Hall awarded £2,575 on 3.6.15 for flood prevention works.</p>				
Reaching out to older people who are isolated to provide community support and access to services.	Health and Wellbeing	<p>Health Fair event took place on 8 October 2014. Special emphasis on showcasing local groups/organisations that promote social interaction and activity. Special Area Board meeting focussing on the needs of older people and carers took place on 3 June 2015.</p>				

	<p>Local memory groups invited to promote their work at Health Fair event. Seven new Dementia Friends completed session in Mere on 5 November 2014. Dementia Awareness presentation to businesses in Wilton took place in March 2015 and in Tisbury in May 2015, leading to ten new Dementia Friends in Tisbury. Dementia Friends session delivered to Wilton Town team in Feb 2016, leading to nine more Dementia Friends. Our Time project awarded community area grant of £4,500 on 23 July 2014 towards residency workshops for 65+.</p>				
	<p>Area Boards will have devolved funding from April 2016 to support older people and carers.</p>				
	<p>Area Board funded project on 8 October 2014 to purchase plaques for grant recipients, to raise awareness of the grants scheme and engage more groups to come forward for funding.</p>	Area Board plaques	Cllr Green	£2,300 (2014/15)	A supply of plaques that can be given to grant recipients, in order to provide a permanent feature that promotes the work of the board and encourages other groups to apply in future
	<p>Digital Literacy scheme promoted and supported. Grant funding provided to enable internet provision in community buildings - South Newton Village Hall awarded £2,000 on 4 June 2014 towards digital equipment. Wilton Community Centre awarded £964 on 4 June 2014 towards wi-fi and equipment.</p>				

<p>Work with the council and housing associations to encourage more developments in villages per se to protect rural services that will disappear unless more people live in our villages</p>	<p>Housing</p>	<p>Area Board members holding regular briefings with Housing officers to progress new build bungalow schemes in local communities, as part of Council housing new build programme. Scheme in East Knoyle has been given planning permission, scheme in Mere set to be considered.</p>				
<p>Improve transportation and parking links across the community in order that people can access facilities and opportunities</p>	<p>Leisure</p>	<p>Parking has been carefully considered for new campus in Tisbury, which will include an improved leisure facility. Public transport consultation currently being held by Wiltshire Council.</p>				<p>See transport project in youth section.</p>
<p>Maintain and enhance public and community transport services especially for the elderly</p>	<p>Transport</p>	<p>Public transport consultation currently in process.</p>				<p>See transport project in youth section.</p>
<p>More innovative and sustainable forms of community transport to help people access services, activities and jobs</p>	<p>Our Community</p>	<p>Public transport consultation currently in process.</p>				<p>See transport project in youth section.</p>



**Report to** South West Area Board  
**Date of meeting** 25 May 2016  
**Title of report** Youth Grant Funding

**Purpose of the Report:**

To consider the applications for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group.

Applicant	Amount requested	LYN Management Group recommendation
Seeds4Success	£3,000	Not considered due to cancellation of previous LYN meeting

**1. Main Considerations**

- 1.1. Councillors will need to be satisfied that Youth Grant Funding awarded in the 2016/2017 year are made to projects that can realistically proceed within a year of it being awarded.
- 1.2. 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. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.
- 1.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 1.4. Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

**2. Environmental & Community Implications**

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

**3. Financial Implications**

Financial provision had been made to cover this expenditure.

**4. Legal Implications**

There are no specific legal implications related to this report.

**5. Human Resources Implications**

There are no specific human resources implications related to this report.

**6. Equality and Inclusion Implications**

Ensuring that Community Area Boards and LYNs fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.

**7. Safeguarding Implications**

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children and young people.

**8. Applications for consideration**

<b>Application ID</b>	<b>Applicant</b>	<b>Project Proposal</b>	<b>Requested</b>
<a href="#">293</a>	Seeds4Success	S4S National Citizen Service Development and Accreditation Programme	£3,000
<p><b>Project description</b>            Seeds4Success will be running a National Citizen Service team for 15 young people in South West Wiltshire during the school summer holidays. They have received funding for the core elements of this programme; however in order to provide added value to the experience they would like provide some pre-programme development sessions as well as giving young people the opportunity to gain a variety of qualifications and accreditation as part of this project.</p>			
<p><b>Recommendation of the Local Youth Network Management Group</b>            This application has not been considered by the LYN due to the cancellation of its previous meeting and is therefore coming directly to the Area Board for a decision.</p>			

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

**Stephen Harris**  
**Community Engagement Manager**



Grant Applications for South West Wiltshire on 25/05/2016

ID	Grant Type	Project Title	Applicant	Amount Required
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293	YOUTH	S4S National Citizen Service Development and Accreditation Programme	Seeds4Success	£3000.00
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**Submitted:** 21/03/2016 09:17:06

**ID:** 293

**Current Status:** Application Appraisal

**To be considered at this meeting:**

25/05/2016 South West Wiltshire

**1. Which type of grant are you applying for?**

**2. Amount of funding required?**

£501 - £5000

**3. Are you applying on behalf of a Parish Council?**

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

S4S National Citizen Service Development and Accreditation Programme

**6. Project summary:**

Seeds4Success will be running a National Citizen Service team for 15 young people in South West Wiltshire during the school summer holidays. We have received funding for the core elements of this programme however in order to provide added value to the experience we would like provide some pre- programme development sessions as well as giving young people the opportunity to gain a variety of qualifications and accreditation as part of this project

**7. Which Area Board are you applying to?**

South West Wiltshire

**Electoral Division**

**8. What is the Post Code of where the project is taking place?**

BA12 6EP

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

Informal education  
Youth work/development  
Sport/Leisure  
Employment or training  
1:1/group work  
Community Project  
Volunteering  
Environment

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

03/2015

**Total Income:**

£32629.00

**Total Expenditure:**

£21669.00

**Surplus/Deficit for the year:**

£10960.75

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£14366.00

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

Our charity is still very much in its infancy and we are hoping to continue to develop and grow. We rely heavily on funding from grants and charitable sources many of which a project specific and short term therefore we need to build up reserves and ideally hold a minimum of 6 months' salary and running costs as a contingency fund

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£5050.00		
Total required from Area Board		£3000.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		

Taster Days	1050.00	NCS Trust	yes	2000.00
First Aid Course	300.00	Seeds4Success reserves	yes	50.00
Food Hygiene Course	400.00			
Go Lead Course	300.00			
ASDAN Awards	150.00			
Celebration Event	350.00			
Staffing to support sessions	2000.00			
Admin time to complete accreditations	450.00			
Resources to create portfolios	50.00			
<b>Total</b>	<b>£5050</b>			<b>£2050</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**  
No

**12. If so, which Area Boards?**  
South West Wiltshire

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

**14. How will you monitor this?**

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

**16. Is there anything else you think we should know about the project?**

**17. DECLARATION**

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**  
\*over1k\_disp PLACE HOLDER\* I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are

listed in the expenditure section above)

**Project/Business Plan:**

yes I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

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

**Minutes of the Town Team meeting held on 21<sup>st</sup> April at 7.30pm in the  
Wilton Town Council Chamber**

**Present: Wilts Cllr Pete Edge** (Chairman), **Andy Kinsey** (Wilton & District Business Chamber) **Cllr Phil Mathews** (Mayor of Wilton), **David Parker** (Editor, Valley News), **Catherine Purves** (Town Clerk), **Johnathan Greening** (Minister Baptist church), **Neil Prigent** (Jas Hair), **Steve Harris** (South West Wilts Community Engagement Manager), **Mark Pountain** (Chairman Wilton CLT)

1. **Chairman's welcome & apologies** - the Chairman welcomed all to the meeting. Apologies were received and noted from **Sue Harper** (Our Wilton), **Gary Nunn** (Community Events) **Jane Paessler-Whatley** (Wilton Carnival), **Revd Mark Wood** (St Mary & St Nicholas Church), **David Corp** (Wilton Shopping Village)
2. **Approval of the minutes of the previous meeting** – these were approved without amendment.
3. **Matters arising**
  - a. *Wilton Market* – a new stall had replaced the ironmongers, and Wiltshire Council was actively trying to attract a further stallholder to occupy an available pitch.
  - b. *CCTV* – Cllr Edge had spoken to Steve Godwin of the Salisbury BID, and it was hoped that once the asset transfers had taken place, progress would be made with the CCTV issue. It was likely that the charges to the Town council would not be as great as first thought.
  - c. *A36/A30 Wilton Roundabout* – there was no further news.
4. **Updates concerning ongoing issues:**
  - i. *Wilton & District Community Bus Working Group* – David Parker had been in touch with the Community Transport Group, based in Churchfields, Salisbury, and reassured them that there was no intention to compete with the organisation. The Bus Working Group will meet the CTG in due course. From the responses received to the initial canvassing exercise, it was clear that the majority were in favour of progressing this scheme, and David Parker will also contact the Tisbus Group again for further guidance. Andy Kinsey advised that the WildBus scheme could initially hire the 17 seater Scout mini bus for a donation of around £16.00 per hire. It was noted that the bus not have disabled access.
  - ii. *Cycle Wilts event* – Stephen Harris confirmed that the Cycle Wiltshire Grand Prix (8<sup>th</sup> May) would take place, but that the sportive event on Saturday 7<sup>th</sup> May had been postponed to Sunday 2<sup>nd</sup> October, to coincide with the proposed opening of the five Rivers Community Hub. Those present expressed their disappointment at the low key arrangements as far as Wilton was concerned, and the sporadic communications that had been received about the event. It was noted that Wiltshire Council's next Legacy Meeting would take place on 26<sup>th</sup> April.
  - iii. *The Heritage Plan and its initiatives –Tourist Information Centre/Town Museum* – Wilton Town Council were in contact with Salisbury City Council about this.
  - iv. *Town Trail* –David von Zeffman has been invited to attend the May meeting to show the Group the proposed artwork for the map lecterns and town trail leaflets. Those present thought there should be three map lecterns in total, one sited at the shopping Village, one in the Market Place, and one in South Street car park. The three finger posts will be ordered at the same time, and the Town Council is presently requesting Wiltshire Council Highways' agreement to the siting of the lecterns in the Market Place. A map will be available at the next meeting showing the chosen sites.

- v. *Wilton Parkway Railway Station* – TransWilts held its AGM and forum in Salisbury on 16<sup>th</sup> April, and it was clear that all those present were very supportive of this project. TransWilts have applied for a grant of £60k to undertake the feasibility study, but needs an additional £15k to allow the matter to proceed. It had been hoped that funds would be available from the 106 monies allocated to the Salisbury Transportation Strategy, but it seems this is not the case. Cllr Matthews is to have a meeting with Wilton Estate on other issues, and will suggest that the Estate might consider making a contribution. It was noted that Wilton Town Council has become a Friend of TransWilts

## **5. Brief updates from member bodies**

- i. *Community Events* – Gary Nunn had submitted report in his absence. The arrangements QBD celebrations were on course, the concert acts were coming together, and an application had been made for a community grant from the Area Board.
- ii. *Business Chamber* – David Parker, in his capacity as Chairman of the Chamber, advised that arrangements for this year's Wilton Event were progressing well, and they were looking for someone to open it formally on 17<sup>th</sup> September. Neil Prigent advised that the Fifth Anniversary celebrations would take place at Bird & Carter from 8.00am. He had been progressing the business engagement plans with Our Wilton, to ensure that membership of the Chamber is included in the rental agreements for the business units. He is also starting to engage with the businesses outside Wilton town.
- iii. *Baptist Church* – Minister Johnathan Greening advised that the event celebrate its 35<sup>th</sup> anniversary in April had been well attended and very successful. He raised concerns about the flagpole, and there was some discussion concerning its ownership and responsibility for maintenance. The Baptist Church will progress matters.
- iv. *Stephen Harris (SWWABCEM)* – Stephen Harris advised that the "Taste the Chase" event at the Larmer Tree had been very successful with a good turnout from both businesses and public alike. The Area Board has earmarked £500 for each Community Area for the Queens' Birthday Celebrations. The Nadder Centre in Tisbury was nearing completion in early July. The services/users/organisations will move in, and the Centre should be fully operational in September. Wiltshire Council had launched its "Road to Rio" initiative to coincide with the Olympics, whereby individuals/groups/organisations/communities could set themselves physical challenges to improve their overall health.
- v. *Town Council* – Cllr Matthews advised that the Town Council's was looking into the provision of defibrillators in the Town, and having approached Wilton Estate for a contribution, he had discovered that there were already six defibs in the Town. Cllr edge thought that a further two were needed, one in the Community Centre, and one by the Fire Station. It was thought the fire engines themselves already carried such equipment. The Town council would also be holding an Extraordinary meeting of the Council to discuss the felt Factory site plans on Tuesday 10<sup>th</sup> May at 8.00pm in the Community Centre. It will be preceded by a public meeting at 6.30pm in the same venue.
- vi. *Wilton Carnival* – Jane Paessler-Whatley had submitted a report in her absence. arrangements were progressing, but that more volunteers were needed on the day, particularly for someone to run the car boot sale.
- vii. *Wilton Community Land Trust* – Mark Pountain advised that a Board meeting would be held the following week with representatives from the Our Wilton CIC, when the funding arrangements for the CLT would be discussed, and the priorities identified to help local projects. He had noted a genuine willingness of all parties to co-operate and progress matters.

**6. Any Other Business –**

- a. *Road sweeper* – Cllr Edge raised the issue about road sweeping in Wilton, as he was aware of someone who might be able to provide this service. However, after some discussion, it was thought that the Salisbury BID or the Town Council may be able to provide this service in the future.

The meeting ended at 9.00pm.

The next meeting will be on Thursday 19<sup>th</sup> May 2016 at 7.30pm in the Council Chamber.





## **Commissioning Agreement for Health and Wellbeing Champion**

### **1. Definitions**

A number of terms have been used in this document, this section provides a definition for these terms and should be read in conjunction with the terms defined in the Agreement.

Term	Definition
Wiltshire Council	The unitary Local Authority responsible for local government within the county of Wiltshire. Commissions social care services and responsible for delivering the requirements set out in the Care Act (2014)
Care Act (2014)	Also known as the Act, this refers to the 2014 Care Act which provides the statutory framework behind this agreement setting out the local authority's duties in relation to prevention, information and advice and wellbeing.
Service Provider	The appointed person responsible for delivering the requirements of this schedule.
Statutory Care and Support services	Any service, purchased by the commissioners or an individual that is meeting eligible care and support needs. This may include services provided in residential/nursing care settings and in an individual's own home.
Customer	Any individual who has care and support needs, is requesting information or who will benefit from preventative services in accordance with the general duty to prevent, reduce and delay needs.
Community Area Board	A subcommittee of the Council chaired by elected members working to develop an area of Wiltshire. The boards are responsible for delivering community objectives, allocating grant funding and facilitating local community resilience. The provider will be expected to work closely with these groups in order to deliver the outcomes described in this agreement.
The Parties	This refers to Wiltshire Council (as devolved to the Community Area Board) and the Service Provider.

### **2. Background**

- a. The Care Act (2014) introduced general duties for local authorities to ensure that everyone living within a community has access to information and advice about their local care and support system and a general duty to prevent, reduce and delay needs arising across a community.
- b. The Commissioners have worked in partnership with Community First in Wiltshire for a number of years in order to support vulnerable people.
- c. With the cessation of the Good Neighbour Service from 1<sup>st</sup> April 2016 and the devolvement of funding to each Community Area Board, the parties have agreed that the Service Provider will deliver a service based on the requirements set out in this schedule.

- d. This agreement has been established by the commissioners to support the Service Provider to deliver the key service outcomes through provision of funding.

### **3. Summary of the Agreement**

- a. This agreement has been made for a term of up to a year.
- b. The Service Provider will produce a basic plan for the term setting out the activities they will deliver as part of this agreement and the costs of delivering this service. This can be flexible in order to meet the needs identified as the year progresses.
- c. This funding is not connected to any other commissioned services.
- d. An annual budget of £6,700 will be devolved to each Area Board to support and facilitate health and wellbeing activities. This will be the funding supporting this Service Provider - to be paid at £15 per hour, equating to 10 hours per week. Maximum of 446 hours within the term of this agreement.
- e. A further £1,000 will be provided for expenses. To include: mileage, meeting expenses, venue hire, training events and stationary.

### **4. Service Outcomes**

Service Outcomes will include;

- Provision of information and advice service to Mere, Tisbury and Wilton Community Areas, champion the voice of vulnerable people.
- Improvement to the priorities of the JSA agenda and engagement with local health and wellbeing partners to ensure meeting the local needs of vulnerable people.
- Development of connections with village support groups ('local links') to increase capacity of the role.
- Oversight of the support volunteers give to vulnerable people and be a source of information, advice and guidance for these volunteers/ organisations.
- Development of local health and wellbeing meetings with local partners to ensure provision meets local need.
- Hold an annual Health and Wellbeing Area Board involving local partners, national organisations and 'local links'.

- Visiting coffee mornings/ social events/ clubs and groups to give presence in community, knowledge of service, maintain local front face image.
- Working with local volunteers/organisations to visit clients: attending those who are isolated, in the comfort of their own home. Support and empower the customer to access other provision, transport and activities. Working with them to improve their wellbeing and gain confidence in socialisation and making informed choices. Working with them short term for long term resolution. Usually single visit with phone follow up, to a maximum of three visits; in this time enable the customer to self-manage their situation or access appropriate provision.
- Recording number of clients, age, gender, disability/ impairment, number of contacts to client, breakdown of type of contact, quarterly impact assessment, number of referrals to other agencies.
- Utilising the 'Your Care, Your Support' online directory and inform Healthwatch of changes to provision details.
- Facilitating and contributing to the process to design, develop, deliver and review activities for people in the local area.
- Making recommendations to South West Wiltshire Area Board on how priorities for funding should be determined (to include evaluating opportunities for applying for grants).
- Monitoring and reporting on the quality and effectiveness of local activities.
- Monitoring and reporting on the quality and effectiveness of information and advice in the community area.
- Contributing any information (where appropriate to do so) that may have a bearing on activities for vulnerable people and ensuring that this is shared with partners.

##### **5. Agreement Period and Payment Term**

- a. This funding has been established and will run for a twelve month term unless terminated earlier by either party, with one month's notice from either party.
- b. The total value of this funding will be £6,700 (plus £1,000 towards expenses) paid upon submission of an invoice by the Service Provider on a monthly basis.

## **6. Monitoring**

- a. During the period of this agreement monitoring will be based on regular contact between the parties who will ensure the service is delivering the requirements of this service specification.
- b. The parties will work together to agree the details of a monitoring agreement. The Service Provider will provide monthly monitoring data by the 10th day of the following month.
- c. The agreement will be monitored by the Commissioners (South West Wiltshire Area Board) as described below. The primary objectives of this monitoring will be to;
  - Ensure the funding continues to represent best value in the community area.
  - Identify projects and programmes where the parties can work together to deliver shared strategic objectives.
  - Develop performance information together that provides an evidence base for the impact of investment.
  - Agree and monitor progress against the work plan.
  - Agree annual efficiencies while attempting to minimise the impact on strategic objectives.
- d. Attend and/or give written report at each Area Board meeting and answer questions from those present.

## **7. Transition Arrangements**

- a. At the conclusion of the agreement or if any party ends the agreement before the planned end date the parties will work together to minimise the impact of the decommissioning arrangements.
- b. The parties will develop a joint decommissioning plan which will cover as a minimum;
  - Data protection and information governance
  - External and internal communications
  - Communications with customer groups
  - Transition arrangements
- c. The Service Provider will be required to comply with all legislative requirements and best practice from Wiltshire Council, for example Safeguarding policies, and subject to a Disclosure from the Disclosure and Barring Service. Failure to comply with the legislation could result in immediate termination of agreement.

**Nadder Centre Board meeting**  
**Tisbury & District Sports Centre**  
**6pm, Monday 25<sup>th</sup> April 2016**

**Meeting notes and actions**

**NCB members present:** Cllr Tony Deane (TD), David Lacey (DL), Felicity Corp (FC), Richard Beattie (RB), Peter Smart (PS), Bridget Wayman (BW), Ralph Arliss (RA), Sally Naish (SN).

**Wiltshire Council Officers:** Steve Harris (SH), Craig Angel (CA)

Agenda item	Notes and actions	Who?
<b>1. Apologies</b>	David Wood, Simon Davison, Clare Barham sent apologies.	
<b>2. Notes from previous meeting</b>	<p>These had been circulated in advance of the meeting.</p> <p>RB asked about extra parking by the side of the building. <b>ACTION - TD advised he will be following this up as no variation order has been made.</b></p> <p>RB asked about the catering. SH advised two local businesses interested but not willing to commit to providing a member of staff. Have also been making enquiries with individuals but none have so far been willing to take on commitment. SH asked for any further contacts known locally to be provided.</p> <p>BW suggested that young people could run an offering during the summer months to get it up and running. SN advised a local soup kitchen has been started once a month, which would be good to run in the Centre in future.</p>	<b>TD</b>
<b>3. Build update progress</b>	<p>A site visit took place before the meeting.</p> <p>SH advised the recent update given at the Area Board meeting in March is now available online. Still on schedule given in that presentation at current time.</p> <p>SH provided details of current planned dates for services to move in as detailed in the presentation.</p> <p>FC advised that library volunteers have been told it will take 6 weeks to arrange fit out of new space once keys are handed over to Wiltshire Council.</p> <p><b>ACTION – SH to enquire what library move in plan is (why 6 weeks required following handover)?</b></p>	<b>SH</b>
<b>4. Comments on site visit</b>	<p>Very positive feedback received from those that attended.</p> <p>Questions raised:</p>	

	<p>Boxing for corner upstairs room  Door for pre-school opens for 3 year old (unaided)?  Black out for hall if doing performances in summer (windows in childrens' centre room)  Staircase in old building, danger to heads  Benchmarking – already happening?</p> <ul style="list-style-type: none"> <li>- Request to have cover in the corner of the mezzanine room to hide what is currently visible.</li> <li>- SN advised that when an extension was carried out in a previous school they were picked up on the fact that their external door was not able to be pushed open unaided by a three year old to allow ease of movement. Clarification needed for pre-school external door.</li> <li>- Will the main hall will be dark enough for performances/shows in the summer months. Will the curtains black out light and particularly will there be an issue with light coming from the medium MPAS window behind the hall?</li> <li>- Staircases in old building, danger to people bumping their heads. Will something be done to address this (warning sign/protection/work to amend)?</li> </ul> <p><b>ACTION – SH to follow up.</b></p>	<p><b>SH</b></p>
<p><b>5. Introduction to Craig Angel, Leisure Operations Health and Wellbeing Manager</b></p>	<p>TD introduced CA.</p> <p>CA explained that 4 July 2016 will see handover of building, 3 week period for kitting out new building. Looking to keep any closure between the two buildings down to maximum 2 days.</p> <p>CA advised that he will have management responsibility for the building, his staff will be key-holding.</p> <p>RB asked about existing sports centre building. SH advised that there are ongoing negotiations and as soon as there is any information that can be communicated publically it will be.</p> <p>Concerns raised about retaining the existing sports centre building.</p> <p>PS raised concern about not all services moving in at the same time and the impact this will have on people coming in.</p> <p>Concerns raised about costs. SN/DL raised concern about Moviola, SH advised conversation taking place to liaise between local group and Council. Concern that local groups will not use the facility.</p> <p><b>ACTION – NCB recommends that Area Board supports a local charging rate that takes into consideration the charges of local halls.</b></p> <p>RA reported grand piano gone to Wardour Chapel. Local board wish to see it returned to the building.</p> <p><b>ACTION – SH to enquire.</b></p>	<p><b>SH</b></p> <p><b>SH</b></p>

	<p>PS asked about staffing. CA advised it has been agreed to recruit for reception during busy hours (Mon – Fri 4 – 10.15pm). CA advised that demand will be gauged following implementation. FC reported that library have been told there will always be somebody on the desk when library not open. RB asked how many staff will be on at any one time. CA advised up to 4 leisure staff at any time.</p> <p><b>ACTION – SH to feedback concern about reception staffing (what about Customer Services involvement?). Explore possibility of having volunteers to meet and greet users of the building.</b></p> <p>BW made suggestion to employ somebody using Area Board funding.</p> <p>DL asked about maintenance/caretaker. CA advised that team will be responsible for day to day management and will report any issues to Facilities Management team.</p>	SH
<p><b>6. Tisbury History Society</b></p>	<p>SH explained that room originally intended for History Society on first floor has now become available again. SH asked members whether they still wish to see History Society take this space.</p> <p>Group agreed that they would like to see History Society take that space.</p> <p><b>ACTION – NCB recommends that Area Board supports proposal to see Tisbury History Society allocated space on the first floor.</b></p>	SH
<p><b>7. Community Engagement update</b></p>	<p>SN asked about Weaveland Road. SH reported that Highways have not currently programmed works, but there is an opportunity for the Area Board to prioritise the road on its major maintenance list.</p> <p><b>ACTION – SH to enquire why road improvement not included as part of programmed works.</b></p> <p>SH reported that representatives from Wiltshire Council’s communications team were currently carrying out a marketing exercise for the Centre. An updated marketing/communications plan will be produced and SH will share with NCB members.</p> <p>SH reported that Amazon were currently investigating whether lockers would be required for the Tisbury area. TD mentioned the Centre having the ability to receive other deliveries too.</p> <p>TD updated re. police who have expressed an ambition to have a presence at the Nadder Centre.</p>	SH
<p><b>8. Volunteering within the centre</b></p>	<p>SH is meeting an officer from Wiltshire Council’s Highways team on 26.4.16 to explore options for volunteers to work on the community garden.</p> <p>SH advised that there is an initiative to establish a ‘Friends of Corsham Campus’ and suggested a similar group could be</p>	

	encouraged for the Nadder Centre.	
<b>9. AOB</b>	<p>DL asked about involving wider community. SH advised there will be lots of opportunities for tours once keys are handed over. TD requested promotional budget for tours to provide refreshments etc.</p> <p><b>ACTION – SH to make enquiries.</b></p> <p>FC asked about grand opening. TD advised this is likely to take place in Spring/Summer 2017. SH advised there will be various other events before then; e.g. pre-school open day.</p> <p>SN advised that on 15.5.16 there is a 'four villages fete'. SN is also local link secretary. SH to attend if possible.</p> <p>Next meeting date agreed - Monday 6<sup>th</sup> June 2016.</p>	<b>SH</b>



<b>Report to</b>	South West Wiltshire Area Board
<b>Date of Meeting</b>	25/05/2016
<b>Title of Report</b>	Community area grant funding

**Purpose of the report:**

To consider the applications for funding listed below

<b>Applicant</b>	<b>Amount requested</b>
<b>Applicant:</b> Chalke Valley Sports Centre <b>Project Title:</b> Hall Floor refurbishment  <a href="#">View full application</a>	£1647.00
<b>Applicant:</b> Wilton & District Business Chamber <b>Project Title:</b> Grant for admin support for Wilton District Chamber of Commerce  <a href="#">View full application</a>	£4000.00
<b>Applicant:</b> DINTON VILLAGE HALL <b>Project Title:</b> Dinton defibrillator  <a href="#">View full application</a>	£1080.00

**1. Background**

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

**2. Main Considerations**

2.1. Councillors will need to be satisfied that funding awarded in the 2015/2016 year is made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

**3. Environmental & Community Implications**

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

#### 4. Financial Implications

Financial provision had been made to cover this expenditure.

#### 5. Legal Implications

There are no specific legal implications related to this report.

#### 6. Human Resources Implications

There are no specific human resources implications related to this report.

#### 7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

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.

#### 8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

#### 9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
<a href="#">1857</a>	Chalke Valley Sports Centre	Hall Floor refurbishment	£1647.00
<b>Project Description:</b> The hall floor is now 12 years old and requires refurbishment where it has started to lift in places. This will include sanding down and resealing.			
<b>Input from Community Engagement Manager:</b> The Sports Centre hosts such sports as yoga and pilates and also provides a facility for the local Primary School. This is a capital project and the applicant has committed to paying 50% of the project cost, meeting the community area grant criteria.			
<b>Proposal</b> That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
<a href="#">1836</a>	Wilton & District Business Chamber	Grant for admin support for Wilton District Chamber of Commerce	£4000.00
<b>Project Description:</b> Wilton District Business Chamber is celebrating its 5th birthday this year and is in need of financial support to continue to operate with a local business manager within the Chamber. The Chamber would not exist without a part- time paid administrator. Its objective is to support and give focus to rural businesses which			

will become critical with the new business hub being developed at Wilton Hill. Business Support includes updates on health safety pension provision marketing of their business networking opportunities and growing tourism. The Chamber runs the annual Business Event at Wilton Shopping Village and supports project coordination within the Wilton town team including the Wilton Parkway train station and the new business hub on Wilton Hill and fibre optic access to businesses in the rural areas

**Input from Community Engagement Manager:**

Wilton & District Business Chamber was awarded £14,000 by South West Wiltshire Area Board on 6.2.2013 to provide administrative support over a two year period in order to become financially sustainable. This is a revenue project and the applicant is not providing a 50% contribution to the cost of the project, which means that this application does not meet the community area grant criteria.

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">1896</a>	DINTON VILLAGE HALL	Dinton defibrillator	£1080.00

**Project Description:**

To provide a defibrillator machine via South West Ambulance Service Trust for a period of four years to include disposables and training.

**Input from Community Engagement Manager:**

South West Wiltshire Area Board has recently paid for a series of first aid sessions to take place throughout the community areas, including a defibrillation demonstration to raise awareness. The Village Hall has offered to submit this application on behalf of the parish community; the location of the defibrillator will be selected where it would be best suited and is possible to do so. This is a capital project and the applicant has committed to paying 50% of the project cost, meeting the community area grant criteria.

**Proposal**

That the Area Board determines the application.

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

**Report Author:**

Stephen Harris  
 Community Engagement Manager  
 01722 434211  
[Stephen.Harris@wiltshire.gov.uk](mailto:Stephen.Harris@wiltshire.gov.uk)



Grant Applications for South West Wiltshire on 25/05/2016

ID	Grant Type	Project Title	Applicant	Amount Required
1857	Community Area Grant	Hall Floor refurbishment	Chalke Valley Sports Centre	£1647.00
1836	Community Area Grant	Grant for admin support for Wilton District Chamber of Commerce	Wilton & District Business Chamber	£4000.00
1896	Community Area Grant	Dinton Defibrillator	DINTON VILLAGE HALL	£1080.00

ID	Grant Type	Project Title	Applicant	Amount Required
1857	Community Area Grant	Hall Floor refurbishment	Chalke Valley Sports Centre	£1647.00

**Submitted:** 19/03/2016 10:14:48

**ID:** 1857

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

Hall Floor refurbishment

**6. Project summary:**

The hall floor is now 12 years old and requires refurbishment where it has started to lift in places. This will include sanding down and resealing.

**7. Which Area Board are you applying to?**

South West Wiltshire

**Electoral Division**

**8. What is the Post Code of where the project is taking place?**

sp55hx

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

Children & Young People

Health, lifestyle and wellbeing

Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

03/2015

**Total Income:**

£8034.57

**Total Expenditure:**

£8893.75

**Surplus/Deficit for the year:**

£-859.18

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£3423.42

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

The ongoing running costs of the organisation will require these fund over the forthcoming year

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£3294.00		
Total required from Area Board		£1647.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
material and	2745.00	Parish Council	yes	900.00
labour				
VAT	549.00	Parish Council	yes	549.00
		VAT		
		reserves / fund		198.00
		raising		



Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

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

1836	Community Area Grant	Grant for admin support for Wilton District Chamber of Commerce	Wilton & District Business Chamber	£4000.00
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**Submitted:** 08/03/2016 15:56:00

**ID:** 1836

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

Grant for admin support for Wilton District Chamber of Commerce

**6. Project summary:**

Wilton District Business Chamber is celebrating its 5th birthday this year and is in need of financial support to continue to operate with a local business manager within the Chamber. The Chamber would not exist without a part- time paid administrator. Its objective is to support and give focus to rural businesses which will become critical with the new business hub being developed at Wilton Hill. Business Support includes updates on health safety pension provision marketing of their business networking opportunities and growing tourism. The Chamber runs the annual Business Event at Wilton Shopping Village and supports project coordination within the Wilton town team including the Wilton Parkway train station and the new business hub on Wilton Hill and fibre optic access to businesses in the rural areas

**7. Which Area Board are you applying to?**

South West Wiltshire



**Electoral Division**

**8. What is the Post Code of where the project is taking place?**

SP2 0HB

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

Countryside, environment and nature  
Economy, enterprise and jobs  
Festivals, pageants, fetes and fayres  
Food, farming and local markets  
Heritage, history and architecture  
Technology & Digital literacy

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

02/2016

**Total Income:**

£8158.00

**Total Expenditure:**

£10190.00

**Surplus/Deficit for the year:**

£5896.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£2300.00

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

For the Wilton Chamber we have a very steady membership of 45-50 businesses each year which does not fully cover our administration costs for the number of projects Wilton is currently involved in. We have an opportunity through increased membership from Wilton Hill business hub to become self-sufficient in future years along with our progress as a Chamber

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost £8000.00

Total required from Area Board £4000.00

Expenditure £ Income Tick if income £

(Itemised expenditure)		(Itemised income)	confirmed	
Administration Support	8000.00	Wilton Chamber Contribution	yes	4000.00
na	0.00	n/a		0.00
na	0.00	na		0.00
na	0.00	na		0.00
na	0.00	na		0.00
na	0.00	na		0.00
na	0.00	na		0.00
na	0.00	na		0.00
na	0.00	na		0.00
na	0.00	na		0.00
<b>Total</b>	<b>£8000</b>			<b>£4000</b>

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

No

**12. If so, which Area Boards?**

South West Wiltshire

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The Chamber was set up 5 years ago with the aim of supporting and promoting local businesses in and the surrounding rural areas of Wilton - hence Wilton and District Chamber. The Chamber helps support in bringing together businesses for mutual support networking and the promotion of local business in order to contribute to the sustainability of the local rural community. The Chamber can demonstrate its involvement in influencing and coordinating local projects such as the set-up of the Wilton Town Team The annual business event support and involvement in Wilton Parkway and the new business hub. These key projects are on-going plus championing fibre optic broadband Wilton history trail the local community bus initiative Wilton in bloom competition and Wilton Tourist Information Centre. These projects have increased the profile of Wilton and District no end and there is a real momentum within the Chamber and its members to help support to deliver them

**14. How will you monitor this?**

It is expected the membership number will increase influencing and supporting the various projects and increased numbers at the Business Event which was opened by Baroness Neville Rolfe last year

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

our aim is to become fully self-funding via the new businesses opening at the Business hub and the various projects we have running

**16. Is there anything else you think we should know about the project?**

NA

**17. DECLARATION**

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

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

1896	Community Area Grant	Dinton Defibrillator	DINTON VILLAGE HALL	£1080.00
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**Submitted:** 12/04/2016 09:36:34

**ID:** 1896

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

Dinton defibrillator

**6. Project summary:**

To provide a defibrillator machine via South West Ambulance Service Trust for a period of four years to include disposables and training.

**7. Which Area Board are you applying to?**

South West Wiltshire

**Electoral Division**

**8. What is the Post Code of where the project is taking place?**

SP3 5DZ

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

Health, lifestyle and wellbeing

Safer communities

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

**Total Income:**

£

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£

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

We are a small community group and do not have annual accounts or it is our first year: yes

**10b. Project Finance:**

Total Project cost		£2160.00		
Total required from Area Board		£1080.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Defib disposables and training	2160.00	COMMUNITY FUNDING		1080.00
<b>Total</b>	<b>£2160</b>			<b>£1080</b>

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

No

**12. If so, which Area Boards?**

South West Wiltshire

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The residents of Dinton who may suffer a heart attack.

**14. How will you monitor this?**

Only once machine is used which then requires replacement pads.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

The funding covers four years and the defibrillator would still be viable to use so ongoing costs will be negligible but I would expect further funding to be raised within the community unless the PC decides to support it next time.

**16. Is there anything else you think we should know about the project?**

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such

as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

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

<b>Report to</b>	South West Wiltshire Area Board
<b>Date of Meeting</b>	25/05/2016
<b>Title of Report</b>	Update on project funding

**Finger Post Project Funding:**

South West Wiltshire Area Board ring-fenced £5,000 on 23/3/16 for its Finger Post Funding Scheme ([see item 13](#)).

All awards are subject to a photograph of the existing finger post and a quote for the work to be done being provided by the applicant.

Applications received for consideration at this meeting are detailed below:

<b>Applicant</b>	<b>Amount requested</b>
Teffont Parish Council	£400
West Tisbury Parish Council	£800

**Youth and Community Transport Funding:**

South West Wiltshire Area Board ring-fenced £20,000 on 23/3/16 for the purchase of community transport vehicle(s) primarily to support the delivery of youth activities across South West Wiltshire.

Since the previous meeting the following award has been made:

<b>Organisation</b>	<b>Amount funded</b>	<b>Project details</b>
Zeals Youth Trust	£14,835	<p>A more modern minibus to be purchased for their primary purpose of collecting Primary School children to deliver them to our Zeals Afterschool Club (ZAC). This minibus will be fitted with a tow bar. The minibus will be stationed at Whitesheet School. Zeals Youth Trust shall hold one set of keys; Seeds4Success the second set.</p> <p>This minibus will be offered for 3<sup>rd</sup> party rental for such as school parties, local shopping trips etc where the seat usage will be 'light' duty.</p> <p>Zeals Youth Trust will be responsible for the vehicle. The vehicle will be purchased by Zeals Parish Council and any VAT return will be reimbursed to South West Wiltshire Area Board.</p>

### **Community events to commemorate the Queen's 90<sup>th</sup> birthday:**

South West Wiltshire Area Board ring-fenced £1,500 out of the 2016/17 budget on 23/3/16 to support community celebration events celebrating the Queen's 90<sup>th</sup> Birthday.

All Parish Councils in the Mere, Tisbury and Wilton community areas were invited to make bids for funding.

Since the previous meeting funding has been agreed as detailed below:

<b>Applicant</b>	<b>Event</b>	<b>Funding agreed</b>
Lynch Close/Bishops Close residents in Mere	Street party on 12 <sup>th</sup> June.	£100
Mere Town Council	Firework display from the top of Castle Hill in June.	£500
Coronation Drive residents in Donhead St Mary	Street party on 12 <sup>th</sup> June.	£100
Donhead St Andrew Parish Council	Bonfire and BBQ at top of Whitesheet Hill on 11 <sup>th</sup> June.	£50
Broad Chalke Parish Council	Tea party following Church service and bell ringing with games/competitions.	£150
Netherhampton Parish Council	BBQ on 12 <sup>th</sup> June with games and sideshows.	£50
Wilton Town Council	Four summer events - A Variety Concert of local talent, A Pub Quiz with "Queen" theme, The Annual Church Festival and The Party in the Park free children's party and family entertainments.	£500
Compton Chamberlayne Parish Council	Village celebration on 11 <sup>th</sup> June with a band and bonfire/beacon.	£50

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

**Report Author:**

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