

AGENDA

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Margarets Hall, Bradford on Avon
Date: Wednesday 8 March 2017
Time: 7.00 pm

Including the Parishes of Limpley Stoke, Winsley, Monkton Farleigh, Bradford-on-Avon, Holt, South Wraxall, Wingfield, Westwood, Staverton

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.

Networking opportunities will be available from 6:30pm.

Please direct any enquiries on this Agenda to Kevin Fielding , on 01249 706612 or email kevin.fielding@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Rosemary Brown, Bradford-on-Avon North

Cllr Magnus Macdonald – Winsley & Westwood (Chairman)

Cllr Trevor Carbin, Holt and Staverton

Cllr Ian Thorn – Bradford on Avon South

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

Items to be considered	Time
<p>Arrival and refreshments</p>	<p>6.30pm</p>
<p>1 Introduction from Chairman</p>	<p>7.00pm</p>
<p>2 Apologies for Absence</p>	
<p>3 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>4 Chairman's Announcements</p> <ul style="list-style-type: none"> • Great British Spring Clean. • BoA Business Survey results. 	
<p>5 Minutes for approval (<i>Pages 1 - 12</i>)</p> <ul style="list-style-type: none"> • To approve and sign as a correct record the Minutes of the Area Board meeting held on 9 November 2016. • To approve and sign as the correct record the Minutes of the Community Area Transport Group meeting held on 27 February 2017. • To approve and sign as a correct record the Minutes of the Local Youth Network Management Group meetings held 21 February 2017. • To approve and sign as the correct record the Minutes of the Health & Wellbeing Group meeting held on 19 January 2017. 	
<p>6 Partner Updates (<i>Pages 13 - 16</i>)</p> <ul style="list-style-type: none"> • Wiltshire Police (including Sergeant Paul Harvey on Cyber Crime in Wiltshire). • Dorset and Wiltshire Fire & Rescue Service. 	<p>7.10pm</p>

	<ul style="list-style-type: none"> • NHS Wiltshire. • HealthWatch Wiltshire. 	
7	<p>Local Youth Network update <i>(Pages 17 - 20)</i></p> <ul style="list-style-type: none"> • Youth grant and procurement projects. • Update from the LYN Management Group and Local Youth Facilitator. 	7.20pm
8	<p>River Crossing Feasibility - public consultation</p> <p>Sarah Gibson - LA Box.</p>	7.35pm
9	<p>Report back from Our Community Matters (JSA) Conference <i>(Pages 21 - 54)</i></p> <p>Peter Dunford - Community Engagement Manager.</p>	7.50pm
10	<p>Area Board Achievements 2013-2017 <i>(Pages 55 - 60)</i></p> <p>Peter Dunford - Community Engagement Manager.</p>	8.05pm
11	<p>Local Highways Investment Fund <i>(Pages 61 - 94)</i></p> <p>Cllr Magnus Macdonald – Chairman, Bradford on Avon Area Board.</p>	8.15pm
12	<p>Budget Update and Applications for Grant Funding <i>(Pages 95 - 138)</i></p> <ul style="list-style-type: none"> • Grant application by Councillor Macdonald for £5,000 towards Dementia Friendly Bradford on Avon initiative. • Grant application by Councillor Macdonald for £6,000 towards the Living Well Project. • Grant application by Councillor Macdonald for £1,000 costs of public consultation for River Crossing Feasibility Study. • Grant application by Councillor Macdonald for £1,500 towards a Benchmarking exercise and Signage Audit. • Grant application by Councillor Macdonald for £400 towards a new tourism brochure for Bradford on Avon. 	8.30pm

- Grant application by Councillor Carbin for £500 towards the Staverton Reed Beds project.

13 **Date of Next Meeting**

- Wednesday 24 May 2017 at St Laurence School.

9.00pm

MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Laurence School, Bradford on Avon.
Date: 9 November 2016
Start Time: 4.15 pm
Finish Time: 6.05 pm

Please direct any enquiries on these minutes to:

Kevin Fielding, Tel: 01249 706612 or (e-mail) kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Rosemary Brown (Chairman), Cllr Trevor Carbin, Cllr Magnus Macdonald and Cllr Ian Thorn (Vice Chairman)

Wiltshire Council Officers

Peter Dunford – Community Engagement Manager
Kevin Fielding – Democratic Services Officer
Emma Drage – Local Youth Facilitator

Town and Parish Councillors

Bradford on Avon Town Council – Pam Hyde

Partners

BoACAN – Jim Lynch

Total in attendance: 48

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Introduction from Chairman</u></p> <p>The Chairman welcomed everybody to special “Young Bradford” Area Board meeting at St Laurence School.</p>
2	<p><u>What has been achieved so far?</u></p> <p>The Community Engagement Manager briefly outlined what had been achieved so far.</p> <p>Points made included:</p> <p>You said you wanted</p> <ul style="list-style-type: none"> • Youth Café. • Open Mic sessions for young musicians. • Floodlit astroturf facilities for youth sport. • New online social media platform. • Rewards for volunteering. <p>Some things that have been achieved</p> <ul style="list-style-type: none"> • The Bradford on Avon Youth Club continues on Tuesdays. • Dance projects prove popular at the Youth and Community Centre, with more to come! • Relate counselling services provided at St Laurence School. • Characters Stage Company project for young people to produce a play for The National Theatre Connections project. • Broughton Gifford and Holt Youth Club planning and developing their own skate park for their area. • Bradford on Avon Rugby Club now has a girls rugby team. • Bradford on Avon Air Cadets has a new ICT suit to support its Duke of Edinburgh awards.

	<ul style="list-style-type: none"> • Holt and Broughton Gifford youth club running two nights a week. • The Dorothy House Children and Young Peoples Service Project has run Muddy Footprints sessions and has been asked to run a ‘twilight’ session specifically for families with teenage children. • Bradford Town Youth FC has new equipment. • Youth activities as part of Iron Duke industrial heritage project, including music, film, poetry and journalism. • Wiltshire Music Centre Young Curators Programme. • The Last Baguette Theatre Company running workshops at the Youth and Community Centre. • Investigation of possible Youth Café in the town centre. • Summer activities during holidays in Victory Field. • In total more than £40,000 invested into youth provision through the Local Youth Network.
3	<p><u>Presentations from a selection of youth organisations including:</u></p> <p>Presentations were received from a range of youth organisations which had in receipt of grant support through the Local Youth Network:</p> <ul style="list-style-type: none"> • Characters Stage School. • Dorothy House “Hidden Woods” project. • Wiltshire Youth Arts Partnership dance project. • Bobcats girls rugby. • Relateen Youth Counselling. <p>The Chairman thanked the representatives of the various organisations for attending the Area Board meeting.</p>
4	<p><u>Using cards to prioritise the needs of young people</u></p> <p>Emma Drage – Local Youth Facilitator outlined to the young people the voting process.</p>

	<p>The young people in attendance were given the opportunity to vote on the needs of young people in the Bradford on Avon community area.</p> <p>There were seven laminated cards on each table with examples of priority project and also some blank cards, each table were asked to write two other priorities on the blank cards and then place them in priority order, numbering each card 1-7, with 1 being the top priority for the community area.</p>
5	<p><u>Voting on top priorities for action</u></p> <p>The results of the youth priorities were:</p> <ol style="list-style-type: none"> 1. Youth support worker – 8% 2. LGBT group – 4% 3. Subsidised access to swimming – 92% 4. A revamped skate park – 46% 5. Revision space in library – 65% 6. A louder youth voice in local decision-making – 15% <p>The Chairman thanked the young people for taking part in the meeting.</p>
6	<p><u>Apologies for Absence</u></p> <p>There were none.</p>
7	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
8	<p><u>Chairman's Announcements</u></p> <p>There were none.</p>
9	<p><u>Minutes for approval</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The minutes of the Area Board meeting held on 14 September 2016 were agreed as a correct record. • The minutes of the Community Area Transport Group meeting held on 5 September 2016 were agreed as a correct record.

	<ul style="list-style-type: none"> • The minutes of the Local Youth Network Management Group meeting held on 11 October 2016 were agreed as a correct record.
10	<p><u>Youth Grants recommended for approval by LYN</u></p> <p>The Area Board members considered one application for youth funding:</p> <p>Decision</p> <ul style="list-style-type: none"> • Relate awarded £5,000 towards a programme of Youth Counselling.
11	<p><u>Partner Updates</u></p> <p>The following written partner updates were noted:</p> <ul style="list-style-type: none"> • Wiltshire Police – Concerns were raised re the Springfield roundabout and how Whitehill had become a rat run for motorists. It was agreed that Peter Dunford would raise this issue with Dave Thomas – Highways Dept, Wiltshire Council. • NHS Wiltshire • HealthWatch Wiltshire
12	<p><u>Community Policing Model</u></p> <p>PC Mark Hough – Wiltshire Police gave a brief overview of Wiltshire Police’s new policing model.</p> <p>Points made by PC Hough included:</p> <ul style="list-style-type: none"> • That Wiltshire Police couldn’t continue to provide its current level of policing without doing some serious thinking on how it was able to provide good community policing during this period of austerity. • The need to put victims of crime and witnesses first. • Less handovers of ownership of a crime/incident – less officers/admin staff dealing with an incident. • Victims of crime being better informed of developments re their incident. • To change the dialogue – listen more to people. • The desire to re-design the way Wiltshire police worked – to move away

	<p>from a rigid, one dimensional way of working.</p> <ul style="list-style-type: none"> • Putting the right people in the right place. • That rural areas would see a better service – higher police visibility. • Officers working in the community, working from Libraries, high Street cafes using new technology to keep them out on the beat rather than shackled to a police station. <p>The Chairman thanked PC Hough for his presentation.</p>
13	<p><u>Project Updates</u></p> <p>The Community Engagement Manager gave the following project updates:</p> <p>River Crossing Feasibility Study</p> <ul style="list-style-type: none"> • That discussions continued with the Town Council and Cllr Philip Whitehead - Cabinet Member for Highways and Transport, Wiltshire Council. • Would like to hold a public consultation event before Christmas 2016. <p>Health and Wellbeing Group</p> <ul style="list-style-type: none"> • That the group would be holding its first meeting during November 2016. • That the Seniors Forum would next meet in Westwood. <p>Joint Strategic Assessment event</p> <ul style="list-style-type: none"> • That the event would be held on Wednesday 4 January 2017, with all key Area Board stakeholders invited. It was agreed that details of the event and its programme and content would be circulated to all parish clerks to send to interested parties in their parishes. <p>The Chairman thanked Peter Dunford for his updates.</p>
14	<p><u>Date of Next Meeting</u></p> <ul style="list-style-type: none"> • Wednesday 4 January 2017 at St Margaret’s Hall - (Joint Strategic Assessment event).

15	<u>Close</u>
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Local Youth Network Management Group Record Template

Area	Bradford on Avon																				
Date	21/02/2017	Times	17:00	Venue	Youth and community centre																
Present	Peter Dunford, Emma Drage, 3*YP, Bob Crouch, Cllr rosemary Brown, Cllr Ian Thorn, Magnus Macdonald, Cllr Trevor Carbin																				
Apologies	, Karen Butler, Alison, Chris,																				
Agenda Items																					
1	Budget position																				
2	Grants																				
3	JSA outcomes for YP																				
4	Outcomes from youth consultation																				
5	Priorities for new financial year budget																				
6	Litter pick																				
7	Youth sign																				
Discussions																					
1	There is £866.76 left in the youth budget, however that is ear marked for the procurement of the youth café and the procurement of the subsidised swimming sessions.																				
2	There has not been any youth grants submitted for the March Area Board																				
3	<p style="color: #4F81BD; margin: 0;">Children and young people</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">1. Child poverty</td> <td style="text-align: right;">15%</td> </tr> <tr> <td>2. Special educational needs and disability</td> <td style="text-align: right;">17%</td> </tr> <tr> <td>▶ 3. Educational attainment</td> <td style="text-align: right;">49% ←</td> </tr> <tr> <td>▶ 4. Mental and emotional health</td> <td style="text-align: right;">54% ←</td> </tr> <tr> <td>▶ 5. Positive leisure time activities</td> <td style="text-align: right;">61% ←</td> </tr> <tr> <td>6. Childhood obesity</td> <td style="text-align: right;">40%</td> </tr> <tr> <td>7. Teenage pregnancy</td> <td style="text-align: right;">0%</td> </tr> <tr> <td>8. Job prospects</td> <td style="text-align: right;">33%</td> </tr> </table> <p style="margin-top: 10px;">The outcomes of the JSA meeting have re-confirmed the need for the Area Board, the youth funding and the LYNMG to continue to support the Counselling within the community, as well as the positive activities happening within the community area. It has also been a huge encouragement that what the LYNMG and Area Board are supporting and creating is the right way forward.</p>					1. Child poverty	15%	2. Special educational needs and disability	17%	▶ 3. Educational attainment	49% ←	▶ 4. Mental and emotional health	54% ←	▶ 5. Positive leisure time activities	61% ←	6. Childhood obesity	40%	7. Teenage pregnancy	0%	8. Job prospects	33%
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4	The priorities from the youth consultations held by the Community Engagement Manager and Local Youth Facilitator were as follows:																				

	<p align="center">“Young Bradford” - 9 November 2016 Top Youth Priorities</p> <table border="0"> <tr> <td>1. Youth support worker</td> <td align="right">8%</td> </tr> <tr> <td>2. LGBT group</td> <td align="right">4%</td> </tr> <tr> <td>3. Subsidised access to swimming</td> <td align="right">92%</td> </tr> <tr> <td>4. A revamped skate park</td> <td align="right">46%</td> </tr> <tr> <td>5. Revision space in library</td> <td align="right">65%</td> </tr> <tr> <td>6. A louder youth voice in local decision-making</td> <td align="right">15%</td> </tr> </table> <p>On the back of this consultation the LYNMG recommended to the Area Board to financially support the leisure centre to allow for subsidised swimming costs for teenagers at the BOA swimming pool. This has all now gone ahead and is actively happening. The LYNMG have set a review date for the summer 2017.</p>			1. Youth support worker	8%	2. LGBT group	4%	3. Subsidised access to swimming	92%	4. A revamped skate park	46%	5. Revision space in library	65%	6. A louder youth voice in local decision-making	15%
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5	<p>It is projected that the BOA youth funding will be reduced by approximately £2000 / £2500 meaning BOA may see roughly £11,000 for the 2017 /18 financial year. The LYNMG discussed what funding should be ear marked for the next financial year. This subject will be an agenda item for the next LYNMG meeting, however it was felt that funding should be ear marked for the Counselling sessions, the subsidised swimming, the summer and half term activities as well as Holt youth club. With roughly £1000 for grants per quarter.</p> <p>The IYF also recommended earmarking some funds for LYN events and resources for the LYNMG meetings to make them more attractive to young people participating!</p>														
6	<p>The Community Engagement Manager is organising the Great British Spring Clean for the BOA community Area and the LYNMG has signed up to par-take. The Local Youth Facilitator will support with safeguarding and risk assessment documentation.</p>														
7	<p>It was discussed and agreed that the youth sign board needs some TLC! The LYF proposed making it in to a creative competition for young people to design the new board to attract more young people to going it the board to see what is happening within the community area specifically for them, funds would be needed to create the new board.</p>														
1															
2															
3															
Date	13 th December														
Notes taken by:	Emma Drage	Position	Local Youth Facilitator												

Bradford on Avon Health and Wellbeing Group

Note of meeting on 19 January 2017 at County Hall, Trowbridge

Present:

Helen Henderson – Wiltshire Council, Adult Social Care

Olly Spence – Wiltshire Council, Adult Care Commissioning (on lync)

Councillor Magnus Macdonald, Peter Dunford - Wiltshire Council/ Bradford on Avon Area Board

Amanda Brookes – Bradford on Avon and Melksham Health Partnership

Michael Darlow - Bradford on Avon Seniors Forum/ Healthwatch Wiltshire/ RUH Patients Participation Forum

Helen Barbrook - Age UK Wiltshire

Apologies:

James Colquhoun – Bradford on Avon Dementia Action Alliance

1. Introductions

All introduced themselves.

2. Minutes of meeting on 24 November 2016

Agreed. A visit to the Melksham Mens Shed would be organised soon. **ACTION: AB**

3. Adult Social Care

Helen Henderson gave an overview of the adult social care service with reference to Bradford on Avon. She is responsible for a team of 12 social workers and occupational therapists (6 covering Bradford on Avon). Much publicised financial pressures mean that people are waiting in hospital (“bed-blocking”) waiting for care packages and nursing home vacancies to become available for their discharge. There are also waiting lists for assessments and a shortage of carers. Disabled adaptation grants in 2016/17 were full spent by November 2016. Priorities for the service include: to prevent hospital admissions; safeguarding vulnerable clients; and to work in support of the acute hospitals. The trial of a shared database - “Single View” – is allowing health and social care teams to access shared client records for the first time.

4. Proposal for a Living Well Project Worker

Amanda Brookes and Helen Barbrook described the outcome of a recent visit to the “Living Well” project in Salisbury, a new model of integrated care working alongside

the GPs where Age UK resources are helping to plug gaps in social care provision. A secondment of 2 days per week is providing resources for home visits and guided conversations with patients resulting in a social care plan for each patient to be held electronically by the GP. This service is taking the strain off the Care Co-ordinators and a pool of community volunteers is being recruited through Age UK to support this work.

In Bradford on Avon the model would see the Project Worker operating from the Health Centre but working closely with The Hub in Church Street, from where training sessions and volunteer recruitment would be organised. Volunteers will need to be recruited for make home visits to vulnerable adults and to help out with good-neighbour services, ranging from dog walking, to rubbish and recycling, befriending and DIY.

Olly Spence was generally supportive of the proposal but warned of a duplication of roles with other voluntary organisations providing similar services. Care should be taken to avoid confusion between statutory and non-statutory roles in the job description for the post.

Following positive feedback from the visit, Age UK propose that the “Salisbury model” should be tested in Bradford on Avon with line management, training, safeguarding and other expertise provided through Age UK and financial resources provided from the Area Board, Town Council and Health Partnership.

ACTION: The Health and Wellbeing Group was supportive of the proposal

ACTION: HB to provide a detailed proposal for how the model would work in BoA, particularly with regard to the recruitment and training of volunteers

ACTION: AB and PD to present the proposal to the Town Council on 31 January to secure the earmarked funding

5. Sustainability and Transformation Plan

The Sustainability and Transformation Plan, published by Wiltshire Health and Care on 14 December, identifies spending priorities for the NHS over the next 5 years. The BoA Seniors Forum has made detailed representations to the consultation raising objection, among other issues, to the dense jargon-ridden style of the document, see separate attachment. Discussions will start in February with the GPs, hopefully on a revised, clearer draft of the STP.

6. Next Meeting

Thursday 9 March 2017, St Margaret’s Surgery, Bradford on Avon at 10am



Area Board Update - February 2017

Healthwatch Wiltshire is a local independent organisation which exists to speak up for people on health and care. If you have used a service recently then we would like to hear from you. We use what people tell us when we meet with the commissioners and providers of services to make sure that they take account of your views and experiences.

S.A.I.L.

The Your Care Your Support Wiltshire (YCYSW) website team are adding forms to help people do some of the business of social care online. Recently we added a S.A.I.L (Safe and Independent Living) form. S.A.I.L is a partnership between Dorset & Wiltshire Fire & Rescue Service and Wiltshire Council to offer anyone an assessment promoting safe and independent living in your own home. A Dorset & Wiltshire Fire & Rescue Service representative can offer a Fire Safety risk assessment, safety advice, advice on night-time routines, making an escape plan, checking smoke alarms, and signpost to benefits advice and debt advice. To request a visit, you can log in to Your Care Your Support, and with an activated account, complete the SAIL request form online: www.yourcareyoursupportwiltshire.org.uk/care-and-support/safe-and-independent-living.aspx.



The Pressure on Beds

The national media has been full of stories about pressures on the NHS. In Wiltshire, hospitals and the NHS Wiltshire Clinical Commissioning Group have been urging people to only go to Emergency Departments if necessary. You are asked to consider other services, such as your GP, minor injury units or your pharmacist to ask if they can treat your condition.

We have been hearing peoples' experiences of being discharged from hospital to other care settings around the county. We heard that, for most people, the system is working well with 71% of people saying they were 'very satisfied' or 'satisfied' with their discharge. However, we have also heard of problems from people who didn't feel informed or included in decisions about their care, and difficulties arranging care at home for people who need it. Problems with transport to get home, and knowing who is responsible for care after discharge were also issues for some of the people we spoke to. Our full report has been published at www.healthwatchwiltshire.co.uk/wp-content/uploads/2017/01/Transfers-of-Care.pdf. We have fed this information back to the people who run the services, so they know where the system is and is not working well.

Contact us:
 Tel 01225 434218
info@healthwatchwiltshire.co.uk
www.healthwatchwiltshire.co.uk



Bradford on Avon Area Board- Report, 8th March 2017.

Keeping Safe in Winter.

Seasonal safety advice is available on our web site. Areas covered include Chimney safety, electric blankets and general winter safety advice.

Visit www.dwfire.org.uk and follow the 'your safety' link to access this and other guidance. Advice for businesses is also available.

If you need a smoke alarm, some advice or are worried about what you would do in an emergency, contact us for free Safe and Well guidance; <http://www.dwfire.org.uk/safety/safe-and-well-visits/>

Telephone; 01722 691000

Community Emergency Volunteers

The CEV team operate out of the station and meet to train there. On the 3rd April they will be officially handed their response vehicle which is also based at the station.

Response

Total Fire Calls for Bradford on Avon Fire station; 01/01/17 – 27/02/17, 72

Category	Call sign	Total Incidents
False Alarm	42P1	1
Fire	42P1	1
Other	42P1	3
Special Service	42P1	0
Total		5

Appliance Availability, November/December

15%

On-Call Recruitment

Two new trainees have now passed their basic training courses and are available to attend incidents.

If anyone is interested in becoming an On Call Firefighter, visit the webpage; <https://www.dwfire.org.uk/working-for-us/> or pop in the station for a chat on Monday evenings between 7pm and 9pm.



Recent Notable Incidents attended by the Bradford crew

Eight pump agricultural fire involving hay, machinery, fertilizer, 4000 litres of fuel, asbestos and sheep.

Community Safety Plan

DWFRS Community Safety Plan can be found on the DWFRS website;
<http://www.dwfire.org.uk/community-safety-plan/>

Andy Green

District Commander, Trowbridge, Bradford on Avon & Westbury.

Email: andy.green@dwfire.org.uk

Tel: 01722 691247 | Mobile: 07734 483886

Report to Bradford on Avon Area Board
Date of meeting 8th March 2017
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.

Ratification of the following grants funded through delegated authority.

Applicant	Amount requested	LYN Management Group recommendation
Ratification for the Procurement of the secret garden cafe	£1,490.00	Part fund this financial year = £745 and part fund next financial year £745 depending on the review
Ratification for the Procurement of the leisure centre	£1000	Part fund this financial year = £500 and part fund next financial year £500 depending on the review
Ratification for the Procurement of active Trowbridge	£560.00	Full

For the Area Board to consider the following application.

Applicant	Amount requested	LYN Management Group recommendation
Bradford on Avon guides	£750.00	To not fund

1. Background

The recommendation from the LYN Management Group has been made in accordance with the following guidelines:

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

Young people have considered this application and identified it as a priority for Area Board funding.

2. Main Considerations

- 2.1. Councillors will need to be satisfied that Youth Grant Funding awarded in the 2015/2016 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. 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.

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

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

3. 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.

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

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.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children and young people. The Community Youth Officer has assessed this application agreed it meets safeguarding requirements.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
344 (hyper link)	Mrs Katharine Sage	Uniforms for girl guides for Switzerland	£750.00
<p>Project description The Bradford ON Avon girl guides would like a special uniform funded for the group of 10-18 year olds to wear when they go to Switzerland.</p>			
<p>Recommendation of the Local Youth Network Management Group The LYN Management Group does not support the application because:</p> <ul style="list-style-type: none"> • The LYNMG felt that the grants should be focused to support activities in Bradford on Avon to support the growth, development and resilience of youth activities within their community area. • The money left is very limited • Support for uniforms has already been supported through another funding source • Does not fully meet criteria due to age range 			

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10. Procurements for consideration

Procurement purchase ID	Provider	Project Proposal	Requested
Procurement purchase ID number	The secret Garden Café	Youth cafe	£1,490.00
Provider (details of the PAYP provider)			
The secret Garden Café			
Positive activity description			
To host a youth café one day a week where young people are accepted, after school with their peers to chill, relax and do homework if they would like. Food and drink will be sold at a cheaper rate to make it more affordable for young people as well. In the needs assessment carried out in 2016 by the Community Youth Officer and Community Engagement Manager this was in the top of the priorities set by young people.			
Recommendation of the Local Youth Network Management Group, with any conditions			
That this procurement purchase of a PAYP meets the youth funding criteria, meets the needs of young people identified in the recent needs assessment, relates directly to the Bradford on Avon strategic plan for young people and is approved for the amount of £745 this financial year and the Area Board are committed to support the next £745 in the new financial year subject to funding available and a review of the procurement.			

Procurement purchase ID	Provider	Project Proposal	Requested
Procurement purchase ID number	Active Trowbridge	Youth sports for half term holidays	£560.00
Provider (details of the PAYP provider)			
Active Trowbridge			
Positive activity description			
To carry out sporting activities for 13-19 year olds in Bradford On Avon and Holt during April and May. To support young people's physical health and their wellbeing.			
Recommendation of the Local Youth Network Management Group, with any conditions			
That this procurement purchase of a PAYP meets the youth funding criteria, meets the needs of young people identified in the recent needs assessment, relates directly to the Bradford on Avon strategic plan for young people and is approved for the amount of £560.00.			

Procurement purchase ID	Provider	Project Proposal	Requested
Procurement purchase ID number	Bradford On Avon Leisure Centre	Subsidized swimming for teenagers	£1000
Provider (details of the PAYP provider)			
Bradford on Avon Leisure Centre			
Positive activity description			
To subsidise young people's access to the swimming pool on a Friday and Saturday to encourage young people to get fit and healthy as well as use exercise to support good mental health routinely. In the needs assessment carried out in 2016 by the Local Youth Facilitator and Community Engagement Manager this was in the top of the priorities set by young people.			
Recommendation of the Local Youth Network Management Group, with any conditions			
That this procurement purchase of a PAYP meets the youth funding criteria, meets the needs of young people identified in the recent needs assessment, relates directly to the Bradford on Avon strategic plan for young people and is approved for the amount of £1000, £500 this financial year and the Area Board are committed to support the next £500 in the new financial year subject to funding available and a review of the procurement.			

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

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WILTSHIRE COUNCIL
BRADFORD ON AVON AREA BOARD

8 MARCH 2017

**Bradford on Avon 'Our Community Matters'
Local Priorities for Action**

1. Purpose of the Report

To update members on the outcome of the 'Our Community Matters' Joint Strategic Assessment event held on 4 January 2017 and to recommend that the Area Board endorses the outcomes.

2. Background

The Bradford on Avon 'Our Community Matters' event was held on 4th January at St Margaret's Hall. Around 110 members of the public and partner agencies attended and participated in the event, which focused on the data set out in the [Community Area Joint Strategic Assessment 2016-17](#).

The JSA brings together the results of research conducted by the major agencies and public sector bodies in Wiltshire over the last six months. The project was initiated by the Wiltshire Health and Wellbeing Board and the Wiltshire Assembly. These bodies will use the priorities emerging from the events to focus and support strategic projects, activities and services across Wiltshire.

Participants at the events used the data to inform themed roundtable discussions and to identify local priorities underpinned by the research. All participants had the opportunity to vote on the priorities and the results are set out in this report. Following agreement on the priorities, the themed roundtables then looked at practical community-led actions that could be taken to address the issues identified.

The purpose of the event was to:

- Gain a consensus around priorities for the area
- Provide the basis for community-led action and projects over the next two years
- Develop a community plan for the area
- Provide the Council and partners with a clear focus for local actions

The Area Board is now invited to review the priorities and agree how it wishes to initiate and coordinate action working with partners, community groups and the public.

3. Priorities identified

The following documents set out the outcomes of the meeting and the priorities identified:

- Online video - achievements over the last two years
- Appendix 1 - summary of issues identified by the research
- Appendix 2 - priorities agreed at the event
- Appendix 3 – potential projects identified

4. Moving forward with community-led action

To address the priorities, the Area Board will need to use its strategic influence and delegated powers to shape the delivery of local services and actions. It will also need to use its delegated resources to facilitate and support community-led projects. Some of the actions will be easier to address than others and it is important to target areas where tangible outcomes and progress can be delivered. This will help to capitalise on the enthusiasm and momentum generated by the event.

It will be up to the Area Board whether it wishes to champion a particular issue or theme over the next year and to target resources to support community-led initiatives around these themes and issues.

5. Recommendations

(1) That the Area Board adopts the priorities identified by the 'Our Community Matters' event and works to facilitate local action to tackle those priorities.

(2) That the Area Board requests the Local Youth Network, the Health and Wellbeing Group and the Community Area Transport Group (and any other local task groups established by the Board) to adopt and take forward the priorities identified in the relevant theme areas.

(3) That the Area Board requests the Community Engagement Manager to work with key partners, agencies and community groups to coordinate action around the priorities identified.

(4) That the Board considers whether it wishes to champion a particular theme or priority and to earmark funding to promote, initiate and support community-led action around the selected priorities.

(5) That the Board considers appointing a lead member to champion the priorities adopted.

(6) That reports are submitted to the Board on progress made to address the priorities to ensure that positive outcomes are delivered and that this be made a regular item on future Board meetings.

(7) The Area Board expresses its thanks to the people who gave their time to participate in the event.

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Bradford on Avon “Our Community Matters” Conference, 4 January 2017

Appendix 3 - Potential Projects

Children and Young People

Living History: Young People talked to older people in the community recording their memories, collecting documents, making displays.

Alt School: For some children academic study is frustrating and challenging. Alternatives – such as skills, arts, music, craft or work based activities are often more productive.

Skate Parks: Provide enjoyable physical activities for young people and can also be a good way to engage young people in the design, build and management of facilities.

Street Base: Street based youth workers employed to engage young people and signpost them to positive activities – aimed at reducing antisocial behaviour.

The Onion Shed: Cycle groups adopt a local school and offer after-school workshops on everything from maintenance and cycle skills to safety and navigation.

Springfest, Summerfest: A programme of organised activities through the summer holiday and half term breaks. Involves local groups and clubs.

Apprentice Scheme: Creating supported work placements can build self-confidence, self-esteem and skills leading to improved job prospects for local young people.

Graffiti Wall: Somewhere for spray can artists to display their works without fear of prosecution or annoying the neighbours.

Project Inspire: Using inspiring projects to re-introduce young people back into learning. Can be almost anything but often involves environmental or work-based projects.

Skills4Life: Workshops run for young people, providing info and help with understanding and planning for careers, finances, budgeting, cooking, housing etc.

Young Advisors: Young people aged 15-21 who work with community leaders and decision-makers to engage young people in community life, local decision-making and improving services.

Beat The Street: Using local electronic “beacons” to encourage walking – fun, healthy, competitive and successful in Devizes and Calne.

Come and Have a Go: A menu-based approach that invites young people to try different activities, local groups provide the sessions.

Green Team: Young people involved in various environmental projects and fun activities in the great outdoors.

Kidzpace: Soft play sessions in a village or community hall, great for kids and a chance for mum and dad to meet other parents and have a cuppa.

Salamander: Holiday scheme run by the Fire and Rescue Service aimed at providing activities for young people with serious life challenges.

Splash!: Targetted diversionary activities for young people experiencing life challenges. Coupled with advice and support services to help young people make positive choices.

Youth Theatre: Regular activities for older children interested in performing arts, writing, performing, directing, music and set design. Performances often provided in schools and for the public.

Little Drummers: An introduction to music for young children using drums and percussion, leading to a live performance in the village or town.

Bike Hub: A community project to give children the space to learn about bike mechanics. Includes bike repair and sale, producing an income for the project and ensuring its future sustainability.

A World of Difference: Subsidised activities targetted at children who would otherwise not be able to participate. Can include outdoor activities, sports and recreation. Requires volunteer leaders.

The Ecogym: Local outdoor conservation work that is great for fitness and wellbeing of volunteers. Involves physical tasks such as ditch clearing, footpath maintenance, decorating and gardening.

Sports-Link: Local sports clubs link up with schools to provide a range of after-school sports activities.

Dementia-Friendly Schools: Dementia awareness sessions organised in local schools with Alzheimers Support. Young people become "dementia friends".

The Big Buzz: A village or community comes together to create rich wildflower areas including gardens and meadows around playgrounds and public spaces. Schools can be involved.

Your Idea: Encourage teenagers to play football.

Community Safety

Safe Places: Window stickers indicate places where people can go when they feel threatened, anxious, confused or worried. Staff can call for assistance, offer a word of advice, provide support and a few minutes quiet respite.

Stay Safe, Stay Alive: Road traffic awareness for community groups provided by the Fire and Rescue Service. A hard-hitting presentation for audiences aimed at changing driver behaviour.

Street Watch: Neighbourhood and community watch – local volunteers monitor streets and communities for unusual activity and report concerns to the Police.

Emergency Plan: A village/ community prepares an emergency plan with contacts resources, facilities that can be used in times of emergency such as flood, epidemic petrol shortages etc.

Street Wardens: Volunteers work with community policing teams to extend their reach and to report concerns.

Youth Advisors: Young people in the community act as a point of contact for other young people in the area. Consulting, canvassing views and feeding those back to local decision-makers.

The Onion Shed: Cycle groups adopt a local school and offer after-school workshops on everything from maintenance and cycle skills to safety and navigation.

Action on Traffic: Villages and towns focus on traffic issues, looking at how to tackle speeding, congestion, dangerous parking with a view to changing driver behaviour and improving safety.

Breakthrough: Self confidence and personal resilience skills for young people helps combat loneliness, health issues, family worries and bullying, based on signposting to support services and local groups.

Community Safety Partnerships: Residents of a settlement come together to work with schools, police and other partners to address safety concerns with positive community-led actions.

First Responders: Local volunteers trained and equipped with emergency kit, working on a rota to respond to emergency situations such as accidents and cardiac incidents. Can provide vital care while ambulance mobilised.

Neighbourhood Wardens: Representatives who live on an estate act as a point of contact between the Police, public services and local people. Consulting, canvassing views and feeding those back to local decision-makers.

Good Neighbours: Volunteers provide support, help, advice and friendship for the most isolated and vulnerable members of the community – who often want little more than the occasional chat and cuppa.

Safe Cycle Routes: Keen and social cyclists come together to work on mapping, improving access, waymarking and maintaining routes to encourage cycling for leisure and as a sustainable transport option.

SPLASH!: Targetted diversionary activities for young people experiencing life challenges. Coupled with advice and support services to help young people make positive choices.

Lorry Watch: Working with the Council's Trading Standards team, local volunteers monitor HGV vehicle movements in a community – reporting offences and initiating action against offenders.

Neighbourhood Watch: Volunteers work with community policing teams to extend their watch and to report concerns.

Community CCTV: Local CCTV schemes managed by the community can help create safer places and reduce fear of crime. Can include mobile units to target specific issues - such as fly tipping.

Community Speedwatch: Local people report concerns, initiate speed surveys and then undertake roadside speed checks, with support from the Police and the Council.

Salamander: Holiday scheme run by the Fire and Rescue Service aimed at providing activities for young people with serious life challenges.

Key ring: People in need linked by telephone to one person who can respond in times of need. Co-ordinators are volunteers trained to respond to signpost quickly when the need arises.

Flood Wardens: Volunteers who monitor flood events, check watercourses, provide advice to those at risk, co-ordinate local response teams and develop village flood plans.

Culture and Arts

Unfair Funfair: Young people organise a fun event, tackling the themes of social justice and equality. Challenges young people to address social issues in the community.

Strictly Ballroom: Dancing for seniors, encourages people to mix socially, stay active and fit.

Community Reporters: Local volunteers who are trained and equipped to blog about local events and activities. Encourages participation, awareness and positive news.

Digital Village: Digital maps created by volunteers to map and share all of the assets in a village from footpaths and bus stops to play facilities and open spaces. Posted on a public website for easy access.

Our Lives, Our History: The memories of older people captured through interviews for posterity. Can focus on past trades and industry, farming, vocations, memorable events etc.

Diversity Fair: Ideal in multi-cultural towns. Multi-cultural groups come together to share food and arts. Helps to celebrate diversity, integration and empathy.

Village Sagas: A village documents its history and creates a theatrical performance to tell the story.

Cider Festivals: A community cider press can bring people together in Autumn to use surplus apples to create juice and cider. Can be the focus of a weekend of fun activities for the whole family.

Youth Theatre: Regular activities for older children interested in performing arts, writing, performing, directing, music and set design. Performances often provided in schools and for the public.

The Moveable Museum: A peripatetic exhibition that can be staged almost anywhere. Usually involves facsimile objects and documents that tell a story around a local theme.

Have a Go: Local sports and social clubs in a community organise taster sessions to recruit new members and get people involved. Can take the form of a fayre with stalls, demonstrations and activities.

Graffiti Wall: Somewhere for spray can artists to display their works without fear of prosecution or annoying the neighbours.

Act Up: A week or arts activities based around performing and theatre skills for young people. Culminates with a show for family members.

Alt School: For some children academic study is frustrating and challenging. Alternatives - such as skills, arts, music, craft or work-based activities are often more productive.

Art for Autism: Provides arts activities for children on the autism spectrum. Can build confidence, skills and independence.

Your Idea: To fund and conduct a professional survey and audit of the cultural economy of Bradford on Avon, using the template and definition of the Creative Industries Federation.

Your Idea: New heritage centre.

Your Idea: Better communication for events.

Economy

Pop-Up Shop: Making an empty retail unit available to a business start-up can help it to develop and prove its viability. Ideas are submitted and judged “Dragon’s Den” style.

The Coming Soon Club: Using empty shops, industrial units and farm buildings, these clubs allow local people to work on their business start-up or social enterprise ideas. Space at subsidised cost.

Co-work Space: Space for businesses and start-ups to work together, encourages sharing of skills, resources and marketing.

Barn Doors: Putting redundant farm buildings to use for the community as business units, housing projects, arts venues and much more.

Festival and Fayres: Communities come together to launch a new fayre or festival, have fun and benefit local groups and causes. Can be themed to support the local economy or tourism e.g. programme of events in Westbury Gardens.

Your Idea: support and promote Lamb Yard Events where professional market canopies are available for rent.

Your Idea: Promote the use of the Affinity Card/ Town Loyalty Card among schools, businesses and the community.

Your Idea: Need for better signposting, wayfinding and display/ information boards.

Your Idea: Achieve Coach-Friendly Status.

Your Idea: Provide Befriending Co-ordinator.

Your Idea: Improve local infrastructure through re-allocation of existing funds.

Your Idea: Wiltshire Council/ planners to join Bradford on Avon in a pro-active and joined-up way to oppose the further loss of commercial floorspace in the town.

Environment

Climate Friendly Community: Communities come together to examine what they can do to save energy, minimise waste and promote local food.

Community Hydro: Solar farms, hydro and wind turbines planned and delivered by a community to support people and facilities. Often associated with village halls, libraries and sports facilities.

Dog Days: Campaign based action to tackle dog fouling, features posters and signs in the village or neighbourhood. Uses positive messages rather than threats of legal action to change behaviour.

Go Wild: Villages and communities research their local wildlife and develop projects to improve and protect important habitats. Can involve nest boxes, ponds, bird hides, wildflower meadows etc.

Food Forests: Villages and communities utilise local space to create fruit groves where local people can help themselves to free fruit. Encourages community activity and healthy eating.

Local Food Co-op: Local food producers come together to share the cost of marketing, transport, packaging and business support (such as HR and financial advice).

SwapShop: A publicity campaign culminates in a day of junk swapping. People clear out garages sheds and lofts – placing items on the driveway or outside their house. People are free to take what they want from each other. Promote through Freecycle and Freegle.

Green Team: Young people involved in various environmental projects and fun activities in the great outdoors.

Bee Green: Wildflower areas created by the community with beehives to encourage bi-diversity and local produce. Often involves local schools adopting a local beehive.

Root Camp: Foraging clubs led by local expert volunteers scour meadows and hedgerows and woodlands for free sustainable foods.

School Tree Nursery: Local schools grow a range of native trees from saplings or seeds and then plant them out in locations around the town or village.

Community Energy: A community comes together to create a low energy plan and to initiate green energy projects.

Incredible Edible: Using local green spaces to grow fruit and food crops that can be harvested and shared by the community.

Green Fair: A community organises an event to promote green living and sustainability.

Solar School: Local schools using roof space generate electricity from solar panels and turbines. Surplus income can be used to generate money to support the school. Also works for village halls.

School Tree Nurseries: Local schools link up with volunteers to plant trees and woodland areas on school grounds. Often the trees are grown for later planting out around the community.

Freegle: A village website that matches peoples' needs to things that are available. Unused items, things to borrow, volunteer time, vans and cars etc.

Air Quality Alliance: An Alliance brings together stakeholders from the community to engage in a wide-ranging programme of work focused on promoting non car-based, alternative transport options to help improve the air quality.

Transition Towns: Volunteers come together to plan and deliver low carbon and sustainability initiatives across a town.

Repair Café: Somewhere to take broken belongings and work with local experts to repair them in order to re-use and prevent people from throwing things away.

Landshare: Towns and villages identify and seek to purchase land for social, environmental, housing, leisure or employment use. Can spark ideas and creativity that addresses local needs.

Green Halls: Village hall committees organise an energy audit and carry out measures to reduce use - installing solar panels, insulation, double glazing, heat pumps, low energy bulbs etc.

Garden Share: people who find it difficult to look after their garden can allow others to use the land at no cost to grow local produce.

Cider Festivals: A community cider press can bring people together in Autumn to use surplus apples to create juice and cider. Can be the focus of a weekend of fun activities for the whole family.

Food Champs: Volunteer network of individuals who can help people in a community who want to start growing their own foods.

Dirty Hands: Community growing project helping people with small spaces grow vegetables in their own homes or in communal areas, and linking unused gardens with keen gardeners.

Community Farm: Landholdings run and managed by the local community with participants sharing in the produce according to the time they give. A more social alternative to traditional allotments.

Your Idea: New footbridge across the River Avon in the town centre.

Your Idea: Investing in solar panels for public buildings (e.g. library, swimming pool) and LED lighting for energy efficiency and to reduce energy consumption.

Your Idea: Reducing energy demand through better building insulation.

Facilitator comments: The table felt the following was missing from the priority list:

- Energy efficiency – things such as insulating homes and PVC panels.
- Built environment – townscaping!
- Food and farming – working with farmers on signing up for environmental schemes

They also fully believed that air quality was the main issue (which was agreed through the voting) and stated that a one way system could be implemented and that more needs to be done to tackle school drop offs, which significantly impacts the traffic flow.

Health Wellbeing and Leisure

Foodwasters: Local supermarkets donate food that is approaching expiry date to be allocated to families in need.

Dementia Friendly Towns: Community Groups and businesses collaborate to make a town friendly for people with dementia. Staff training and safe places with clear signage are well publicised.

Meals on Wheels: Once or twice a week, volunteers make and deliver meals to older and vulnerable people in the community – includes a chat and a cuppa, often the most important part of the scheme.

Fit Village: Local community-led campaign to get a community active can involve club start-ups, organised activities such as cycles and walks, directories of opportunities, sports fayres etc.

Fit for Life: Sessions for older people based around gentle physical activities such as walking, indoor bowls and dance.

Good Neighbours: Volunteers provide support help advice and friendship for the most isolated and vulnerable members of the community – who often want little more than the occasional chat and cuppa.

Garden Share: People who find it difficult to look after their garden can allow others to use the land at no cost to grow local produce.

River Fest: Celebrating a local environmental or historical asset such as a river, woodland, hill, building or archaeological site. Also great for tourism and business.

Village Lotto: A locally run lottery with a monthly prize draw night (often combined with social activity). Raises money for village projects and priorities.

Christmas Market: Christmas markets can be small or large, a day or a month long. A place where local producers can sell direct to local people. Can be themed and part of wider Christmas celebrations.

Strictly Ballroom. Dancing for seniors, encourage people to mix socially and to stay active and fit.

Have a Go: Local sports and social clubs in a community organise taster sessions to recruit new members and get people involved. Can take the form of a fayre with stalls, demonstrations and activities.

Park Run: Social running clubs using parks and village paths to encourage people to get fit.

Short Mat Bowls: A fun, cost-effective sports activity that can be played in village halls, schools and on pub skittle alleys. Good for all ages.

Sports-link: Local sports clubs link up with schools to provide a range of after-school sports activities.

Cider Festivals: A community cider press can bring people together in Autumn to use surplus apples to create juice and cider. Can be the focus of a weekend of fun activities for the whole family.

Apple Festivals: Young people take part in a festival that includes, arts, dance music, performance, cooking and sports. Can be themed and involve local schools and groups.

Men's Shed: A shed where people come together to learn and share DIY skills and carry out repairs and build things for the community, such as benches, bird hides, nest boxes etc.

Geocaching: Using free software local volunteers place hidden clues (caches) around a village or neighbourhood that can be found by anyone using the free mobile App. Great fun, healthy and good for local business.

Leisure Credits: Villages offer leisure credits in return for organised volunteering activities for young people. Credits can be used on buses, at local facilities and for entry to local attractions.

The Onion Shed: Cycle groups adopt a local school and offer after-school workshops on everything from maintenance and cycle skills to safety and navigation.

Skillshop: Local experts in a village or community who can help or mentor others. Might be business mentors, fitness mentors, youth mentors, anything. A local register is set up and matches made.

Your Idea: School facilities used for sport and social activities by the community.

Your Idea: People not walking; footbridge urgent.

Your Idea: Paths Map online and in print to show walking and cycling routes throughout the town. Include symbols for accessibility such as steps and gradients.

Your Idea: New and improved pavements for disabled access and safe walking.

Your Idea: Better lighting of our outdoor sports facilities.

Older People

A World of Difference: Activities targeted at older people who would not otherwise be able to participate. Can include trips, social gatherings, entertainments, talks etc. Requires volunteer leaders.

Community Bus: A group of villages get together to fund a local bus or taxi scheme, can also involve public bus subsidy scheme.

Link Schemes: Link schemes are community-based volunteer run charities, providing a structured “good neighbour” service including transport.

Safe Places: Window stickers indicate places where people can go when they feel threatened, anxious, confused or worried. Staff can call for assistance, offer a word of advice, provide support and a few minutes quiet respite.

Dementia Café: A drop-in and self help session for people with dementia, can involve trips and walks.

Singing for the Brain: Social clubs for people with later stage dementia, singing is a social activity and the sessions often involve other recreational activities that give carers a break.

Coffee Clubs: Nothing brings people together like a cup of coffee. Can also create social activity at schools for the morning drop off. Generates community spirit and gets people talking.

Neighbourhood Wardens: Representatives who live on an estate act as a point of contact. Consulting, canvassing views and feeding those into local decision-makers.

Good Neighbours: Volunteers provide support help advice and friendship for the most isolated and vulnerable members of the community – who often want little more than the occasional chat and cuppa.

University of the Third Age: Open to anyone to develop their experience and skills, share them and seek out new interests. The object is learning and recreation for its own sake.

Men's Shed: A shed where people come together to learn and share DIY skills and carry out repairs and build things for the community, such as benches, bird hides, nest boxes etc.

Fit for Life: Sessions for older people based around gentle physical activities such as walking, indoor bowls and dance.

Our Lives, Our History: The memories of older people captured through interviews for posterity. Can focus on past trades and industry, farming, vocations, memorable events etc.

Stroke Club: Staffed by volunteers, stroke clubs provide recreational and social activities for stroke survivors while giving careers a break.

Your Idea: Pedestrian footbridge.

Your Idea: Older Persons Co-ordinator.

Your Idea: Dementia education and work toward becoming a dementia-friendly community, including awareness events, involving schools and villages, and dementia-proofing all plans.

Your Idea: Support for carers including respite, networking, advice and awareness.

Your Idea: Enabling volunteering to help break down social isolation, improve skills, keep people active, support the vulnerable and improve mental health.

Your Idea: Inter-services communication to share information and signpost e.g. on care homes, support services, GP services, domiciliary care, availability of respite beds.

Facilitator comments:

A. Pedestrian safety. Make pavements safe for older and disabled people, those in wheelchairs, with impaired vision etc. in all communities in the Community Area. This requires better maintenance of pavements so as to remove trip hazards, making them level, removing standing advertising boards etc from pavements, installing more drop curbs and pedestrian road crossings. Maintaining hedges by cutting back regularly and removing low over-hanging branches etc. Build additional footbridge up-stream of the Town Bridge in Bradford On Avon.

B. Falls Prevention. Expand Falls Prevention programme to include education and advice for all older people.

C. Programme to increase levels of flu and other vaccinations among older people. The Community area has among the lowest levels of flu vaccination in the county. Increasing the level requires a major campaign to promote the benefits of regular vaccination, conducted not by the surgeries etc, but in other places where older people meet, such as lunch and social clubs and through a campaign of advertising, etc. It also means increasing the availability of vaccinations in the community and places where people live. Many older and disabled people find it difficult to travel into a GP surgery which deters them from getting vaccinated.

D. Maintaining and Improving public and community transport across the Community Area. This requires not only the maintenance of current services, but its extension to parts of the community not currently served, ensuring that buses etc are accessible to older and disabled people and the services operate at times and with a frequency that enables older people to use them.

E. Dementia awareness and help. A concerted effort is needed to raise levels of dementia awareness and increase the availability of advice and help to those who may have, or fear they may have or be developing, dementia and to their carers, families, etc. Funding for efforts to make Bradford a "Dementia Friendly Community", create "Safe Places" etc. needs to be maintained, if possible increased. A promotional campaign will be required to make people aware of this initiative.

F. Increase availability of activities, social clubs & centres for older people. There are a number of very good schemes, such as lunch clubs, the leg club, memory café, older people's walking clubs, U3A, art classes, music, reading, sports groups etc. but there is still unmet need, especially in areas of social deprivation, some neighbourhoods south of the river, etc. The availability of information about clubs, facilities, etc needs to be increased and made more widely accessible.

G. Social isolation. Increased efforts need to be made to tackle social isolation. Schemes like Neighbourhood Friends need to be encouraged and supported not only by voluntary organisations but by the local authorities, the health and social care authorities.

H. Communication between people and services and between agencies. Communication between patients, people in receipt of care and other sorts of help and support and the agencies (health, social and other) providing this help need to be improved. This is a two-way thing, involving not only the agencies communication with those in receipt of help and care, but between those in receipt of such care and the agencies. Communication between the various agencies (health, social care, etc) also needs to be improved. More and better information about what services, etc exist, how to access them and their quality and reliability (a sort of "Which" to health, social services, advice etc.) needs to be made readily available in a range of forms

accessible to older and disabled people, and their carers, not only in electronic or on-line form (a lot of older people do not have access to a computer or are not computer literate) but in easily readable print form, etc in places where older people go and in their homes.

I. Support for Carers. There needs to be improved availability and levels of support for carers, many of whom are themselves older people. Part of this is identifying carers and making sure that they are offered support early, before a crisis arises.

General. Many of the issues outlined above are inter-related and tackling one is likely to have a beneficial impact on others. Also, while many of these things are likely to involve expenditure, effective early action is extremely likely to avoid the need for much greater levels of expenditure later. Preventing accidents, reducing the likelihood of people having falls, enabling people to continue to get about, to remain physically and mentally active and prevent them from becoming lonely or socially isolated will enable them to remain healthy and independent for longer, thus saving costs in a whole range of areas. Similarly by raising dementia awareness and making help available earlier the worst effects of dementia and people's suffering, can be mitigated or delayed, to the benefit of the patient but also to the budgets of the agencies that have to care for those with dementia. Improved communication between different agencies providing care and support to older people will improve efficiency and so reduce costs. The same is true of providing better, more accessible information to older people about services and where to find help and advice.

The items listed are not in any order of priority

Transport

Bike It: Villages and towns identify a network of safe routes for cycling and walking to school. Often involves children in mapping and improving routes.

Transport Hub: A community- based place or information board where the community can access information to enable them to plan their journey. Can also be leaflet and web based.

Link Schemes: Community-based volunteer run charities providing a structured good neighbour service including transport.

Community Safety Partnerships: Residents of a settlement come together to work with schools, Police and other partners to address safety concerns with positive community- led actions.

Bikeability: Repairing and relocating unwanted bicycles within a community to help people get out on two wheels at low cost.

Stay Safe, Stay Alive: Road traffic awareness for community groups provided by the Fire and Rescue Service. A hard-hitting presentation for audiences aimed at changing driver behaviour.

Lorry Watch: Working with the Council's Trading Standards team, local volunteers monitor HGV vehicle movements in a community – reporting offences and initiating action against offenders.

Safe Routes: Identifying safe routes in and around villages, to and from shops, pubs, schools, GPs. Published as a local village or town map.

Bike Kitchen: A mobile bike workshop that turns up at schools and cycle events to help people learn how to maintain their bikes and keep them safe.

The Onion Shed: Cycle groups adopt a local school and offer after-school workshops on everything from maintenance and cycle skills to safety and navigation.

Cycle Routes: Keen and social cyclists come together to work on mapping, improving access, waymarking and maintaining routes to encourage cycling for leisure and as a sustainable transport option.

Community Bus: A group of villages get together to fund a local bus or taxi scheme, can also involve public bus subsidy scheme.

Liftshare: Local people form local schemes to share cars to get to work, markets, GPs, hospital appointments etc.

Off The Tracks: Creating a new path to link up a network or access an area of landscape, heritage or archaeology can increase use of existing paths.

Spider Maps: Usually seen in large cities, show bus routes within the town and to the surrounding areas. Communities can work to develop their own to make sure bus services are clear and easy to use.

Freebus: Community buses available for use by the local community for all sorts of activities – a quick license check, fuel and away.

Air Quality Alliance: An Alliance brings together stakeholders from the community to engage in a wide-ranging programme of work focused on promoting non car-based, alternative transport options to help improve the air quality.

ReCycle: Redundant and stolen bikes are refurbished and distinctively painted by volunteers for general use by the community.

Community Speedwatch: Local people report concerns, initiate speed surveys and then undertake roadside speed checks with support from the Police and the Council.

DIY Streets: Communities come together to plan how to manage their streets and public spaces. Can initiate innovative solutions to traffic, pollution and speeding problems.

Your Idea: Historic Core Zone reviewed, with option for formal crossings.

Your Idea: Congestion Zone.

Your Idea: One Way System.

Your Community and Housing

Do Nation!: Willing volunteers recruited to undertake a range of task in a community – clearing gardens, decorating, shopping trips, renovation of village facilities etc.

Community Land Trust: A community can promote housing or employment to meet local needs, shape the development of their place and retain control of housing and workspace allocations to benefit local people.

Master Gardeners: often run by the local allotment club and keen volunteers, this provides help and advice for young people wanting to grow their own produce at home or in a communal setting.

Photo Walks: Local walkers encouraged to share their photographic record of local walks. Helps promote walks and encourages others to boot-up and hit the trail.

Scarecrow Festival: Local people make scarecrows that are displayed over the course of a weekend festival of fun and games. Great for building community spirit.

Neighbourhood Wardens: Representatives who live on an estate act as a point of contact. Consulting, canvassing views and feeding those into local decision-makers.

DIY Streets: Communities come together to plan how to manage their streets and public spaces. Can initiate innovative solutions to traffic, pollution and speeding problems.

Festival and Fayres: Communities come together to launch a new fayre or festival, have fun and benefit local groups and causes. Can be themed to support the local economy or tourism e.g. programme of events in Westbury Gardens.

Community Networks: Networks exist in every community – faith, business, sports, arts – they are all out there. These can be co-ordinated and supported by using social media and email sign-up.

Skillshop: Local experts in a village or community who can help or mentor others. Might be business mentors, fitness mentors, youth mentors, anything. A local register is set up and matches made.

Men's Shed: A shed where people come together to learn and share DIY skills and carry out repairs and build things for the community, such as benches, bird hides, nest boxes etc.

Friends: local people form a "friends" group to look after a local asset such as a park, river, woodland, meadow or heritage asset. Can be part of the management or ownership of the asset.

Village Builders: Local self-build housing projects with support from parish councils and local land owners. Local people can build low-cost, local homes where they want to live.

Step Out Housing: Supported housing units for people with learning disabilities, providing support and care as they transition to independent living.

Home Zones: A street which is paved and where space has been created for trees and other types of planting. Imagine a street where people can use seating, socialise or where children can play safely.

Leisure Credits: Villages offer leisure credits in return for organised volunteering activities for young people. Credits can be used on buses, at local facilities and for entry to local attractions.

Community Action groups: Residents of an urban neighbourhood come together to agree common priorities and co-ordinate local action.

Town Map Boards: information board with a map to identify facilities, amenities and safe routes for pedestrians, cyclists or mobility scooters in a town or village.

Housing Advocacy: Volunteer-led services for young people and groups to address housing and homelessness issues through advice, information, advocacy, support, education and training.

Missing Voices: Using video to enable people to have a say about local issues. Targetted at those who do not or cannot participate in civic life. Builds understanding and helps uncover "hidden issues".

Gypsy and Traveller Site Refurbishment: Involving gypsy and traveller communities in the self-management of their sites. Labour, design and planning all delivered jointly with the community.

Your Idea: Getting together for litter picking in the local countryside.

Your Idea: Housing Needs Study. To address the definition of "affordable"; people are being priced out of housing market and are moving onto boats; this "homelessness" is not visible.

Your Idea: Wiltshire Council takes action to protect the community of boat dwellers from homelessness/ threats of eviction due to the Canal and River Trust's new (2015) interpretation of its legal requirements for boats without moorings. This is threatening the estimated 550 people who live on boats without a home mooring and is actively increasing the deprivation and poverty of this group by unlawfully forcing them to travel so far that they are out of reach of jobs, schools, medical facilities and social participation. Many boaters are threatened with having boat licenses refused as a result of non compliance, which would make them homeless with their boats being seized by the Canal and Rivers Trust, depriving them of their home and the only asset they own.

200 project ideas in total



Your Community

Bradford on Avon Community Area

Population

Bradford on Avon Community Area has an estimated population of 18,292 persons



20% of people are aged 17 or below

54% of people are of working age, between 18-64 years

26% of people are aged over 65 years

(1)

Life Expectancy



Bradford on Avon Community Area 83 Yrs

Wiltshire 81 Yrs



Bradford on Avon Community Area 87 Yrs

Wiltshire 84 Yrs

(2)

Deprivation

4% of Wiltshire residents live in some of the most deprived areas nationally. In Bradford on Avon Community Area, no residents live in areas of high deprivation

30% of Wiltshire residents live in some of the least deprived areas nationally. In Bradford on Avon Community Area, 43% of residents live in areas of very low deprivation

(3)

0-17 Yrs

18-64 Yrs

65+ Yrs

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Health Improvement

In 2014/15, 20% 10-11 year olds in Bradford on Avon Community Area were obese or overweight. Whilst this is lower than England (33%) it equates to 1 in 5 children in Year 6 (1)



72% of infants in Bradford on Avon Community Area were partially or totally breastfed at 6-8 weeks in 2015/16 compared to 50% across Wiltshire (2)



The incidence of skin cancer in Bradford on Avon Community Area, at 40 per 100,000 persons, is above the Wiltshire rate of 28.5 per 100,000 (3)



Health Protection

In 2014/15, 91% of 5 year olds in Bradford on Avon Community Area received the second dose of the MMR vaccination. This is below the national coverage target of 95% (4)



In 2015/16 37% of people at particular risk from the impact flu in Bradford on Avon Community Area received the flu vaccination. (5)



In 2015/16 69% of people aged over 65 in Bradford on Avon Community Area received the flu vaccination. This is below the national coverage target of 75% and represents one of the lowest coverage levels across all 20 Community Areas (5)





Children and Young People

Bradford on Avon Community Area

Children in Need

9.7% of children and young people under 20 in Bradford on Avon Community Area live in low income families.

This is lower than the Wiltshire average of 10.6% (1)



The rate of 0-18 year olds supported by a Common Assessment Framework (CAF) in Bradford on Avon Community Area in 2015 was 36 per 10,000 compared to 34 per 10,000 across Wiltshire (2)

Page 45



The rate of 0-25 year olds supported by Children's Social Care (CSC) in Bradford on Avon Community Area in 2016 was 176 per 10,000 compared with 282 per 10,000 in Wiltshire (3)

Education and Pupil Achievement



In 2015, the percentage of children achieving level 4 or above in reading, writing and mathematics at the end of primary school was higher in Bradford on Avon Community Area (82%) than across Wiltshire (80%) (4)

In 2015, the percentage of young people achieving 5 or more GCSE's including English and Maths at grades A*-C at the end of secondary school was higher in Bradford on Avon Community Area (73%) than across Wiltshire (61%) (5)





Older People

Bradford on Avon Community Area

Older People



A quarter of the population over the age of 65 in Bradford on Avon Community Area are at a higher risk of social isolation compared to 35% across Wiltshire (1)

85+ Years

4% of the population of Bradford on Avon Community Area are over the age of 85 years. 34% are male, 66% are female (4)

Page 46

61% of persons estimated to have Dementia in Bradford on Avon Community Area have been diagnosed with the condition compared with 67% in Wiltshire (2)

In 2014/15, the rate of hospital admissions due to falls in persons over the age of 65 in Bradford on Avon Community Area (2,243 per 100,000 persons) was higher than in Wiltshire (1,880 per 100,000) (3)



Carers



10 per 1,000 persons under 65 in Bradford on Avon Community Area are unpaid carers. This is slightly lower than across Wiltshire (11 per 1,000)

38 per 1,000 persons over 65 in Bradford on Avon Community Area are unpaid carers. This is similar to across Wiltshire as a whole (39 per 1,000)



(5)



Community Safety

Bradford on Avon Community Area

Safer Communities



In 2015/16, the rate of reported anti social behaviour in Bradford on Avon Community Area was 9 reports per 1,000 persons. This is lower than the rate across Wiltshire over the same time frame (19 per 1,000) (1)

Page 47
In 2015/16 less than 10 referrals to Community Resolution, a mechanism used to manage cases of anti social behaviour, were made from Bradford on Avon Community Area (2)



In 2015/16, the rate of reported domestic abuse in Bradford on Avon Community Area was 5 incidents per 1,000 persons. This is similar to the rate across Wiltshire (6 per 1,000) (3)



Substance Misuse



There are over 1,500 premises licensed to sell alcohol in Wiltshire, 5% of them (80 premises) are in Bradford on Avon Community Area (4)

In 2014/15, rates of alcohol related hospital admissions were lower in Bradford on Avon Community Area (1,599 per 100,000 persons) to that across Wiltshire (1,905 per 100,000) (5)



Road Safety

Reported road traffic collisions in Wiltshire have risen by almost 30% between 2010-2014.



In 2015, 43 road traffic collisions were reported in Bradford on Avon Community Area, the eighth lowest number of RTCs reported across all 20 Community Areas (6)



Housing

Bradford on Avon Community Area

Local Housing

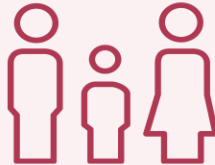


11.9% of households in Bradford on Avon Community Area are socially rented. This is lower than across Wiltshire (14.7%) (1)



Between April 2013 and March 2016, less than 20 affordable homes were completed in Bradford on Avon Community Area (4)

Page 48
In September 2016 there were 4 households in the Community Area awaiting social housing. There is a higher demand for 1 bedroom properties from persons on the housing register in this area (64% of requests) compared to Wiltshire as a whole (52%) (2)



Between 2014-16, over 400 homes were adapted to help older residents and persons with disabilities live independently in their own homes, Almost 3% of these were in Bradford on Avon Community Area (5)



It is estimated that the number of households affected by the 2016 Benefit Cap will be similar in Bradford on Avon Community Area (18 per 10,000 households) to the number across Wiltshire (19 per 10,000 households) (3)

Property Prices



The average house price in Bradford on Avon Community Area is £285,000, higher than the Wiltshire average of £230,000 (6)



Environment Bradford on Avon Community Area

Wildlife Rich Areas

5% of Bradford on Avon Community Area is classified as either as a Site of Scientific Interest or a County Wildlife Site.

Wiltshire has 168 SSIs and 1,560 County Wildlife Sites, covering 15% of the Local Authority Area



Local Emergency Plan

A community resilience workshop in Bradford on Avon Community Area brought people together to consider local emergency plans. Since then 3 local parish plans have been completed (2)



Page 49

Bradford on Avon Community Area currently has 2 Country Park Volunteer Teams



Waste and Recycling

In 2015/16, over 760 kgs of waste was collected per household from the West Area Collection Zone incorporating Bradford on Avon, Melksham, Trowbridge, Warminster and Westbury Community Areas.



41% of this was either recycled or composted (3)



Bradford on Avon Community Area has an Air Quality Management Area covering the Town Centre and Masons Lane

(1)



Transport

Bradford on Avon Community Area

Local Roads



In 2015/16, 10% of principal roads (motorways and A roads) in Bradford on Avon Community Area were identified as requiring treatment. This is higher than across Wiltshire (3%)

5% of non principal roads (B roads) in Bradford on Avon Community Area were identified as requiring treatment in 2015/16 compared with 4% across Wiltshire as a whole



In 2015/16, the cost of re-surfacing roads in Bradford on Avon Community Area was £4,404 per km compared to an average of £2,397 per km throughout Wiltshire

(1)

Local Traffic

Average daily traffic has decreased by less than 1% in Bradford on Avon Community Area since 2007 (2)



Parking

The usage of car parks owned by Wiltshire Council in Bradford on Avon Community Area was 69.4% in 2015. This is higher than the average usage across Wiltshire (52.9%) (3)





Employment

According to a 2014 survey of local businesses, the biggest two employment sectors in Bradford on Avon Community Area are health and social care and hospitality (1)



Retail

In 2015/16 11% of retail units in Bradford on Avon Community Area were vacant compared to 12.4% nationally

Half of all units in Bradford on Avon Community Area are shops - this does not include restaurants, pubs or professional services



(3)

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0.9% of people of working age in Bradford on Avon Community Area receive Jobseekers Allowance. This is similar to Wiltshire (0.8%) yet lower than England (1.8%) (2)

Less than 1% of people aged 18-24 yrs in Bradford on Avon Community Area receive Jobseekers Allowance. This is lower than both Wiltshire (1.7%) and England (2.5%) Almost 67% of this group are young men (2)

18-24



Local Developments

In 2016 construction work commenced on a new headquarters for Anthony Best Dynamics.

The development will include a new engineering and workshop facility to supply advanced testing systems to the global motor industry. (4)



Culture

Bradford on Avon Community Area

Cultural Assets



Bradford on Avon Community Area is home to 636 listed buildings and over 20 venues hosting cultural programmes including Wiltshire Music Centre



Wiltshire Music Centre hosted over 120 concerts and events in 2015/16 resulting in over 21,500 ticket sales. Over 3,000 young people have attended lessons or music groups at the venue

(1)

Your Library

47% of residents in Bradford on Avon Community Area are currently members of the local library compared with 41% across Wiltshire.

A total of 79,805 visits to Bradford on Avon library were recorded in 2015/16

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Over 800 volunteers help out at libraries across Wiltshire including 33 in Bradford on Avon Community Area



(2)

Local Engagement



3.6% of working people in Bradford on Avon Community Area are employed in the arts, entertainment and recreation sector (3)

Local clubs and organisations promote cultural activities alongside news and events on the Bradford on Avon 'Our Community Matters' website which was accessed over 150,000 times in 2015/16. Across Wiltshire local information held on these sites was accessed almost 4 million times (4)

Our community matters

Results 4th January 2017

Bradford on Avon Community Area ■ ■ ■ ■ ■ ■ ■ ■

Our community and housing



Health, wellbeing and leisure



Children and young people



Community safety



Culture



Economy



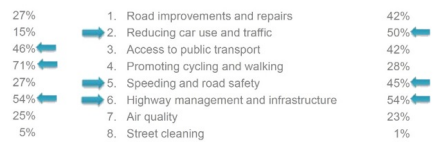
Older people



Environment



Transport



Bradford on Avon Area Board – 8 March 2017

Some Achievements 2013-17

Children and Young People

The community wanted to provide better facilities for young people and there has been support for a new community-based youth model with active involvement in the Local Youth Network and the Town and Parish Councils. The former Youth Centre building has been leased by the Town Council and hosts a range of youth and community events and services. The Colonel Llewellyn Palmer Educational Charity continues to provide important resources for the young people of the town, offering grants totalling £ 115,000 to youth projects over the past 4 years.

There are now youth clubs and workers in Bradford on Avon and Holt; young curators at Wiltshire Music Centre; student counselling at St Laurence School; schools involved in remembering the industrial heritage of the town; summer holiday activity programmes, World War 2 dancing; an annual youth forum; and support to a wide range of sports clubs. In response to the outcomes of a recent Youth Forum there are plans to create a youth café as an after school meeting place to get online and do homework in a supportive environment and to offer subsidised swimming sessions.

Community Safety

Further to a transport and accessibility forum held in 2015, action on traffic volumes and speed, traffic calming measures, safe routes to school, improved pavements and crossings in the town centre are all under way as part of efforts to make Bradford on Avon more “access friendly”. 20mph zones close to the schools will be established in Spring 2017. A documentary film has been made on the problems of getting around the town in a wheelchair and businesses are being encouraged to make efforts to improve accessibility to premises through ramps, bells, “click and collect” and other innovations in support of the elderly and the infirm. A feasibility study is being commissioned into the need to provide a safe river crossing, possibly through a new footbridge across the River Avon.

Culture

The area has a very active community and a plethora of events, societies and volunteers involved in all manner of activities. An annual programme of festivals is taking shape with arts, fringe, walking, cycling festivals and other regular events. In July 2016 a Civil War Re-enactment of the Battle of Bradford attracted thousands of visitors to the town.

The live-aboard boating community on the Kennet and Avon Canal provides a thriving sub-culture and the boaters and the canal give the area a distinct identity and contribute greatly to the visitor experience of the town.

A successful bid to the Heritage Lottery Fund and Arts Council secured resources to bring back to the town the first rubber rolling machine in Europe, known as the Iron Duke, restored and displayed on the site of the former Avon Rubber factory at Kingston Mills. The project has involved former factory workers, an education programme with the schools and a community programme featuring film, music, poetry and journalism in celebration of the town’s industrial heritage.

Economy

The former chamber of commerce has re-invented itself as “BoA Business” to help promote the town and its commercial opportunities. It holds regular business networking events, has inaugurated a Business Awards competition, has supported a weekly market in Lamb Yard and sponsors events such as the annual Pancake and Duck Races.

It was felt by many that the town was not fulfilling its tourism potential and that more could be done to support tourism employment and to increase spending in shops and on local services. A project led by the Town Council with Visit Wiltshire has helped to develop a brand for Bradford on Avon and a focus on attracting day trip visitors from Bath; setting up a film office to promote the town as a filming location; and efforts to make more of the waterways through lighting up the river. The Tourist Information Centre has re-opened with a new Tourism and Events Manager and there are plans for new tourism literature, finger-post signage, interpretation boards and a twin-town link with China.

Environment and Transport

Ongoing traffic and air quality concerns led Michelle Donelan MP to conduct a household survey on community priorities for action. The Town Council has followed up by discussing an action plan with Councillor Philip Whitehead, Cabinet Member for Transport, on issues including pedestrian safety, traffic congestion and car parking.

An Air Quality Action Plan has been published. Emissions are being monitored in real time, school travel planning is being locally supported and a study of traffic origin and destination has been undertaken. There has been local promotion of walking, cycling, public transport and electric vehicles initiatives

Health & Wellbeing

Bradford on Avon’s retirement age population, as a percentage of its total population, is one of the highest in Wiltshire and the local community expects to make the right support available for vulnerable people. A Seniors Forum has been established with over 100 members. A Dementia Action Alliance has been set up, dementia information events have taken place, a memory café established and dementia-friendly status sought for the town. The Hub@BA15 project, in association with the Churches, is now an established local centre for the vulnerable offering a food bank, debt and housing advice and a job club.

A Health and Wellbeing Group has been set up in partnership with the local Health Partnership, Age UK, Seniors’ Forum, Churches Together, Azheimers Support, Dorothy House and others. The focus is on developing a programme of social prescribing activities and self-help - including a Leg Club, a Falls Clinic, a befriending scheme and a Mens Shed – and a new “Living Well” project will be established in 2017 to provide additional social care support to the vulnerable elderly in the town.

Community

A programme of asset transfers to the Town Council has included Westbury Gardens, Barton Farm Play Area, Sladesbrook Recreation Area and Newtown and Budbury Car Parks to a residents’ association. The former Youth Development Centre is being managed on a lease by the Town Council as a “Youth and Community Centre” with an expanded range of activities from toddler groups to

luncheon clubs for the elderly. It is also hoped to transfer Culver Close playing fields and pavilion and other Wiltshire Council land as part of a “package transfer” so that local democratic organisations can manage local community assets to the benefit of the whole area.

After 3 years work, a Neighbourhood Plan for Bradford on Avon has been finalised and will go to its referendum in mid 2017.

Grants

Over the past 4 years the Area Board has provided funding support to projects through its Community Area Grant (CAG) scheme and also in the past two years through the Local Youth Network (LYN) and in the past year through the Health and Wellbeing Group (HWG). These contributions total around £ 250,000.

Year	Project	Grant £
2013/14		
CAG	Holt Pre-school - ipads	353
CAG	Made in Bradford on Avon – fitting out new premises	5,000
CAG	Town Bridge Lock Up - enhancements	5,000
CAG	Model Railway Circle in Holt – new roof	346
CAG	Bradford on Avon Mini-Cricket - start-up costs	480
CAG	Holt Youth Club - Youth Worker costs	1,896
CAG	Historic Core Zone - street display	687
CAG	Wiltshire Music Centre - My Science Fair 2014	2,500
CAG	Staverton - replacement bus shelter	1,500
CAG	Wiltshire Music Centre - Light sculpture	4,000
CAG	Library books for Westwood with Iford Primary School	2,000
CAG	Friends of Palestine - exchange visit	3,000
CAG	Poulton Rec, Bradford on Avon – skate ramp improvements	2,850
CAG	Outdoor table tennis tables in schools	1,350
CAG	Dane Rise, Winsley - new bus shelter	4,000
CAG	Friends of Woolley - community noticeboard	500
CAG	Holt War Memorial - restoration	1,750
CAG	Jubilee Wood Scout Camp - kit and store	500
CAG	The Strips, Bradford on Avon - restoration work	777
CAG	Campus - community consultation	1,500
CAG	Barton Farm/ Victory Field - play area refurbishment	300
CAG	Masons Lane, Bradford on Avon - air quality analyser	1,000
CAG	BoACAN – community engagement and consultation	8,000
CATG	Newtown, Bradford on Avon - bollards	2,547
CATG	Limpley Stoke, Woods Hill and Midford Lane	2,245
CATG	Monkton Farleigh, A363 junction	1,023
CATG	Bradford on Avon – dropped kerbs, phase 2	3,760
CATG	Winsley Road/ Huntingdon Street, BoA – pedestrian assessment	350
CATG	Accessibility improvements, phase 3	1,860

2014/15	Project	Grant £
CAG	Disability Friendly BoA - film and access audits	3,000
CAG	Bradford on Avon Youth Centre - improvements	5,000
CAG	BoA Community Emergency Volunteers - storage	1,750
CAG	Town Bridge Lock Up - restoration	1,000
CAG	Winsley Cricket Club - equipment	1,380
CAG	Holt Multi Use Games Area – new surface	5,000
CAG	The Hub @ BA15 – furniture and equipment	5,000
CAG	Holt, Ham Green – new kerbs	1,455
CAG	West Wilts Esprit Gymnastics – changing rooms	1,000
CAG	Bradford on Avon War Memorial - re-dedication	645
CAG	South Wraxall – restoration of war memorial	3,500
CAG	Winsley – countryside access improvements	744
CAG	Women of World War One – community play	1,923
CAG	Winsley Social Club - car park refurbishment	4,000
CAG	Tour of Britain – promotional banners	2,000
CAG	BoACAN – community engagement and consultation	9,000
CATG	Palairt Close to Poulton, BoA - cycle link	1,540
CATG	White Hill, BoA – additional signs	4,047
CATG	Springfield to Woolley Street, BoA - kerb build out	2,389
CATG	Huntingdon Rise, BoA – concrete over-run area	2,178
CATG	Farleigh Rise, Monkton Farleigh – bar markings	100
CATG	Winsley Road/ Huntingdon Street, BoA – zebra crossing	3,500
2015/16	Project	Grant £
CAG	Holy Trinity Church – regeneration	1,000
CAG	Bradford on Avon Walking Wheel - waymarking	1,570
CAG	Deaf Friendly Swimming - equipment	750
CAG	Iron Duke - restoration	3,400
CAG	Wiltshire Music Centre - equipment	4,973
CAG	Culver Close, Bradford on Avon – re-opening toilets	700
CAG	Memory Cafe at Dog and Fox PH – start up costs	1,000
CAG	Bradford on Avon Cycling Festival – event costs	3,000
CAG	Bradford on Avon Bowls Club	1,594
CAG	West Wilts Esprit Gymnastics	1,000
CAG	Westwood Parish Rooms - transformation	5,000
CAG	Tourism and Branding	5,000
CAG	Highway priorities (transfer to CATG)	15,000
CATG	Upper Regents Park, BoA - railings	4,072
CATG	Wingfield A366, Loves Lane - footway	8,000
CATG	Woolley - 20 mph limit	2,411
CATG	Winsley/ Turleigh – 20 mph limit	6,685
CATG	Limpley Stoke - 20 mph assessment	2,500
CATG	Monkton Farleigh – 20 mph assessment	2,500
CATG	Bradford on Avon – 20 mph assessments	2,500
CATG	Huntingdon Rise, BoA - bollards	2,168
CATG	South Wraxall – traffic measures	482

CATG	Westwood – path by Post Office	750
CATG	Winsley Road, BoA – review of uncontrolled crossing points	1,000
LYN	Character Stage Company – Connecting Plays	725
LYN	Bobcats - girls rugby	4,500
LYN	BoA Air Cadets	4,500
LYN	Holt Youth Club - youth worker	5,500
LYN	1 st BoA Scouts – scout hut improvements	4,000
LYN	Wiltshire Music Centre - Young Curators	1,600
LYN	Wiltshire Youth Arts Partnership - Dance Back to 1914	2,750
LYN	Dorothy House	2,802
LYN	BoA Youth and Community Centre - improvements	5,000
LYN	Bradford Town Youth Football Club - equipment	5,000
LYN	Creative Youth Engagement	1,500
LYN	Relateen Youth Counselling	2,000
LYN	Holt Youth Club	3,000
LYN	Wiltshire Music Centre - Young Curators	1,200
LYN	Summer Holiday youth activities	2,000
2016/17	Project	Grant £
CAG	BoA Business Awards 2016 – event costs	2,000
CAG	Lamb Yard Events	3,000
CAG	Avoncliff – private car park set-up costs	5,000
CAG	Iron Duke – community engagement events	3,000
CAG	River Crossing Feasibility Study	2,500
CAG	Made in Bradford on Avon	1,000
CAG	Dementia Friendly BoA – awareness and events	5,000
CAG	Our Time – theatre and movement workshops for the elderly	3,000
CAG	Town centre benchmarking and signage audit	1,500
CATG	Wingfield – traffic management measures	4,039
CATG	South Wraxall – coloured surfacing	1,549
CATG	Hartley Farm, Winsley – junction footways	2,653
CATG	Monkton Farleigh 20 mph speed limit, option 1	5,500 est.
CATG	Highfield Steps, BoA – handrail and streetlight	3,300 est.
CATG	Limpley Stoke 20 mph speed limit	6,000 est.
LYN	BoA Guides	750
LYN	Relateen Youth Counselling	5,000
LYN	Wiltshire Youth Arts Partnership – dance project	4,251
LYN	The Last Baguette – Hallowe'en Workshops	495
LYN	Subsidised youth swimming	1,000
LYN	After-school youth cafe	1,490
LYN	Holiday youth activities	560
HWG	Living Well Project – social care for vulnerable elderly	6,000

Report by Peter Dunford, Community Engagement Manager

February 2017

Wiltshire Council

Bradford on Avon Area Board

DATE

Subject: Area Board Highways Information

Cabinet Member: Councillor Philip Whitehead – Highways and Transport

Key Decision: No

Executive Summary

The local highway network is vital to providing connectivity for businesses and communities, and effective maintenance to ensure its availability is essential to the economic development of the county. Wiltshire Council recognises the importance of maintaining and managing its highway network effectively.

The 'Local Highways Investment Fund 2014 – 2020' is addressing the long standing under investment in highways maintenance, which has been a problem nationally for many years.

The significant investment of £21 million annually for six years by Wiltshire Council has already seen a substantial improvement in the condition of the county's road network, with a 30% reduction in the carriageway maintenance backlog in the first two years of the investment.

Information has been prepared for each Area Board (see **Appendix 1**) showing the schemes completed in recent years, and a summary of road condition information.

An indicative list of priority sites for treatment in 2017/18 has been developed (see **Appendix 2**). The list includes resurfacing of Market Street, Bradford on Avon which is likely to take place in the autumn.

Proposals

It is recommended that:

- (i) It is noted that good progress has been made on implementing the 'Local Highways Investment Fund 2014 – 2020', and there has been a substantial improvement in road conditions in Wiltshire.

- (ii) The list of proposed are reviewed and any amendments or potential future sites for treatment are forwarded to the Highways Asset Management Team for further investigation.

Reason for Proposals

The highway network forms the Council's largest asset, and it is important that it is maintained in the most cost-effective way in order to show value for money. This includes the use of asset management and whole life costing approaches to inform investment decisions.

Asset management principles have been applied for many years in Wiltshire to ensure appropriate investment with longer term planning. The list of proposed sites for treatment in 2017/18 should further improve the condition of the Council's roads.

Parvis Khansari
Associate Director Highways and Transport

Wiltshire Council

Bradford on Avon Area Board

DATE

Subject: Area Board Highways Information

Cabinet Member: Councillor Philip Whitehead – Highways and Transport

Key Decision: Yes

Purpose of Report

1. To provide an update on progress on the 'Local Highways Investment Fund 2014 – 2020', and to consider future road resurfacing sites.

Relevance to the Council's Business Plan

2. The highways service supports three priorities of the Council's Business Plan:
 - Outcome 2 – People in Wiltshire work together to solve problems locally and participate in decisions that affect them
 - Outcome 3 – People in Wiltshire have a high quality environment
 - Outcome 6 – People are as protected from harm as possible and feel safe

Background

3. The local highway network is vital in providing connectivity for businesses and communities; effective maintenance to ensure its availability is essential to the economic development of the county. Wiltshire Council recognises the importance of maintaining and managing its highway network effectively.
4. The highway network in Wiltshire comprises 4,400 kilometres of road, 3.9 million square metres of footway, 981 bridges and over 50,000 street lights and illuminated signs. The replacement value of the assets is over £5 billion, and it would cost over £330 million to resurface all of the Council's roads.
5. The condition of the county's roads is important to the public. This is demonstrated by the results of the Council's People's Voice and the National Highways and Transportation (NHT) surveys, which indicate low levels of public satisfaction with road conditions nationally.
6. In October 2013 Cabinet agreed to increase highway maintenance funding to £21 million for six years. This was subsequently included in the Council's future budget, and forms the basis of the 'Local Highways Investment Fund 2014 – 2020'. The increased investment in highways maintenance has enabled a large

number of schemes to be progressed to improve the condition of the network and its infrastructure.

7. The Council has applied the principles of asset management to the maintenance of the highway network, which involves taking into account the lifecycle of the assets and monitoring performance of the intervention and investment strategies. The Highways Asset Management Policy and Strategy were reviewed by the Environment Select Committee in October 2015 and subsequently adopted by Cabinet.

Main Considerations for the Council

Local Highways Investment Fund 2014 – 2020

8. The 'Local Highways Investment Fund 2014 – 2020' is addressing the long standing under investment in highways maintenance and consequent backlog, which has been a problem nationally for many years. The proposed significant investment of £21 million annually for six years by this Council is delivering substantial improvements in the condition of the highway network in Wiltshire.
9. A range of investment options was initially considered, which ranged from spending the minimum necessary to keep road conditions unchanged to treating the whole of the network. It was intended that the investment should be used to improve approximately 664 kilometres of the network (about 15%), and that annually up to 238 Kilometres of road could be surfaced, depending on the treatment required and the deterioration of the network.
10. In the first two years of the investment there were a number of sites which needed substantial reconstruction work and, as expected, the lengths of road treated were consequently less than the indicative target. In 2016/17 a substantial programme of surface dressing has been undertaken and the total length of road resurfaced has increased considerably.

Year	Length treated (km)
2014/15	148
2015/16	182
2016/17	250

11. A total of 580 kilometres of road has been resurfaced to date, and the Council is currently on target to achieve the anticipated improvement by 2020, subject to funding continuing at current levels. There have also been a significant number of smaller sites treated with hand patching, which has addressed localised areas in poor condition.
12. The detailed calculation of the backlog carried out by the Council's specialist consultants WDM indicates that there has been a significant reduction in the highways maintenance backlog in the first two years of the investment:

	2013/14	2014/15	2015/16
Calculated backlog	£69.4 million	£63.3 million	£48.2 million

13. The backlog has decreased by 30% since the 'Local Highways Investment Fund 2014 – 2020' started. Good progress has been made in reducing the backlog, but continuing investment, as originally planned, would be required to remove the remaining backlog.
14. A summary of road conditions and other highway information has been prepared for the Area Board (see **Appendix 1**). This information will form the basis of data to be made available on the Council's website, including regularly updated information on potholes and other reports through the My Wiltshire app, the website and by telephone. The website will also be developed to explain the Council's highway maintenance policies and strategies in greater detail.
15. The Council's highways maintenance investment strategy was developed using the Department for Transport funded Highways Maintenance Efficiency Programme (HMEP) toolkit, which identified that timely investment in surface dressing of the minor rural roads would be cost-effective given the current condition of the local road network.
16. The individual sites for treatment were identified from the technical surveys of the road conditions, and were assessed and confirmed by the highway engineers. The lists of proposed sites for treatment have been reviewed by the Area Boards where representatives of the town and parish councils have been given the opportunity to consider local priorities.
17. Surface dressing work was carried out on a number of minor roads across the county last summer. This work sometimes known as 'tar and chippings' is preventative maintenance to seal the road construction and restore skid resistance. It is a cost effective way of extending the useful life of the roads.
18. Not carrying out any maintenance on these minor roads may initially appear attractive in order to save money, but in the longer term that would be a false economy as the repairs would be substantially more expensive if the roads were allowed to deteriorate, and there would be an increasing risk of claims as a result of accidents. The cost of injury compensation claims can be significantly higher than the repair costs, and the cost of doing repairs once a road is in bad condition would be much higher.
19. The overall condition of the road network in Wiltshire is now broadly similar to other authorities in the south west. However, based on the 2015 survey results, which are the latest available nationally, the condition of Wiltshire A roads is the same as the national average, but is below the south-west average. The B and C road conditions in Wiltshire are better than both the national and south west averages, but still not as good as in some of the other authorities in the south west.

20. The condition of the unclassified roads is more difficult to compare as the assessment methods are not necessarily consistent across authorities. In general terms the condition of the more important unclassified roads in Wiltshire compares well with similar authorities, but further assessment will be required to get a better understanding of conditions across the south west.
21. The National Highways and Transportation (NHT) surveys indicate that public satisfaction with road conditions in Wiltshire is below the national average, and for some years has been consistently lower than for similar authorities in the south west. It is anticipated that the effects of the current investment strategy will improve the results of future public satisfaction surveys.

Proposed Surfacing Programme 2017/18

22. Road safety is the top priority, and it is important to treat those sites identified as having reduced skid resistance in accordance with the Council's Skid Resistance Policy. It is necessary to have adequate skid resistance in order to reduce accidents and avoid claims against the Council.
23. There are a number of processes used to improve the road surface:
 - a. Retexturing- the surface is roughened by high pressure steel shot or water to abrade the surface to produce a rougher surface texture. This is cost-effective and avoids the substantially more expensive resurfacing which would otherwise be required.
 - b. Surface dressing – the traditional 'tar and chip' where the road is sprayed with hot bitumen and stone chippings are spread and rolled in. This is a cheap solution to seal the road surface and protect the underlying construction. This process should ideally be repeated every six or seven years.
 - c. Resurfacing – the existing road surface is usually milled off and a new layer of bituminous material is laid. In many cases stone chippings are rolled in to provide additional texture. This is the most durable surfacing but is expensive compared to the other treatments.
24. Careful consideration is given to which treatment to use, taking into account the condition of the existing road surface, volume and type of traffic. In some cases deeper reconstruction is required on sections of road to ensure there is a suitable foundation for the new surface.
25. There are a number of sites which were identified for treatment in previous years which for various reasons it has not yet been possible to complete yet. These have been included in the proposed programme for 2017/18, and will generally be programmed for the start of the programme.
26. There was an extensive programme of surface dressing of rural roads across the county this year. Within the villages and the more built up areas this treatment can be less robust, especially where there are significant vehicle turning

movements, and other surfacing materials can be more effective in these locations. It is intended to carry out surfacing in many of the built up areas adjacent to these recently surface dressed roads.

27. It has been some years since there has been surface dressing on many of the county's minor roads and this is a process which should ideally be repeated every six or seven years. It is proposed to continue the programme of surface dressing in 2017/18, with a large number of sites in the south of the county identified for treatment.
28. A list of priority sites for carriageway resurfacing work has been identified for the Area Board in 2017/18 (see **Appendix 2**). The list of sites will be reviewed and developed in more detail following consideration by the relevant Area Board.
29. The condition of many of the footways in residential areas has been a concern for some years. It has been possible to treat some of these in conjunction with adjacent carriageways when they have been resurfaced, but there are many footways which would benefit from treatment even though the road is in reasonable condition.
30. A survey of the condition of the county's footways is approaching completion and is being used to develop a list of sites for treatment. In view of the amount of footway in need of treatment it is proposed to prioritise the renewal or resurfacing of those areas identified as being in worst condition. The local Highways Engineers are reviewing the sites for treatment, taking into account the survey data.

Safeguarding Implications

31. None.

Public Health Implications

32. The condition of roads and related infrastructure can have serious safety implications. Improving the condition of highways contributes to reducing accidents, especially with regard to improving skid resistance. Roads, bridges, highway structures, signs and street lighting need to be kept in good condition in order to protect the public and those maintaining the assets.
33. The investment through the 'Local Highways Investment Fund 2014 – 2020' is improving the condition of the highway network and safety.

Corporate Procurement Implications

34. There are no procurement implications at this stage.

Equalities Impact of the Proposal

35. The improved maintenance of the highway network, its management using sound asset management principles, and good performance by the highways

contractors, should benefit all road users, including public transport, and vulnerable road users such as cyclists and pedestrians.

Environmental and Climate Change Considerations

36. The effects of climate change could be significant for the highway network as was seen in the flooding of 2014, and the consequent damage to the roads, footways and drainage systems. Having robust maintenance strategies to improve the condition of the network helps build resilience into the infrastructure.
37. Where possible, suitable materials arising from road resurfacing schemes are recycled. Large quantities of road planings are used to repair damage on rights of way and on county farms, or provided to community groups. The presence of tar bound materials in older carriageways has caused problems on some sites as it has to be disposed of as contaminated waste, with consequent cost implications. Options for in-situ and other recycling processes are being examined in order to increase the recycling of highway materials.

Risk Assessment

38. The application of good asset management principles, including the planned maintenance of the highway infrastructure and the establishment of formalised asset management policies, helps reduce the risk of incidents and claims.

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

39. There is a risk of increased accidents, claims and public dissatisfaction if the programme of highway maintenance is not delivered or delayed. The principles of asset management have been followed by this Council for many years, but as future DfT funding will be dependent on demonstrating the application of good practise and asset management principles. Failure to do so will result in reduced funding in future years.

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

40. It is important to ensure that highways asset management and service delivery are implemented effectively. Processes are currently in place with Service Delivery Teams established. These include representatives from the Council, consultants and contractors involved in delivering the services, and report to the Contract Management Meeting comprising senior managers from those organisations.

Financial Implications

41. The highway network and related infrastructure forms the Council's largest asset, and has a replacement value of over £5 billion. It is important that they are maintained in the most cost-effective way in order to achieve value for money. This includes the use of a whole life costing approach to inform investment decisions.

42. The increasing drive for asset management from DfT will mean that failure to demonstrate the application of this approach will result in reduced funding from central government. An increasing proportion of available funding will be potentially withheld as an incentive. By 2020/21 Wiltshire could lose out on £2,782,000 of DfT funding if good asset management is not followed.
43. The financial pressures on the Council are well understood, and it may be necessary to reduce investment in the future. This would reduce the scope for consultation with the Area Boards as resurfacing work would need to be concentrated on those sites with serious safety defects.

Legal Implications

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

Options Considered

45. There is a need to continue to apply asset management principles to the highway network and to ensure the performance of the contractors involved in delivering the service is good in order to keep the network in good condition and to ensure value for money.

Conclusions

46. The highway network forms the Council's largest asset, and it is important that it is maintained in the most cost-effective way in order to show value for money. This includes the use of whole life costing approaches to inform investment decisions.
47. The 'Local Highways Investment Fund 2014 – 2020' has provided the opportunity to address the long standing under investment in highways maintenance, which has been a problem nationally for many years. The significant investment of £21 million annually by Wiltshire Council is seeing a substantial improvement in the condition of the highways network.
48. Good progress has been made in delivering the programme of highway maintenance and has included the involvement of the Area Boards to help set local priorities. It is intended that this process should continue in future years.

Parvis Khansari
Associate Director Highways and Transport

Report Author:
Peter Binley
Head of Highways Asset Management and Commissioning
January 2017

The following unpublished documents have been relied on in the preparation of this report:

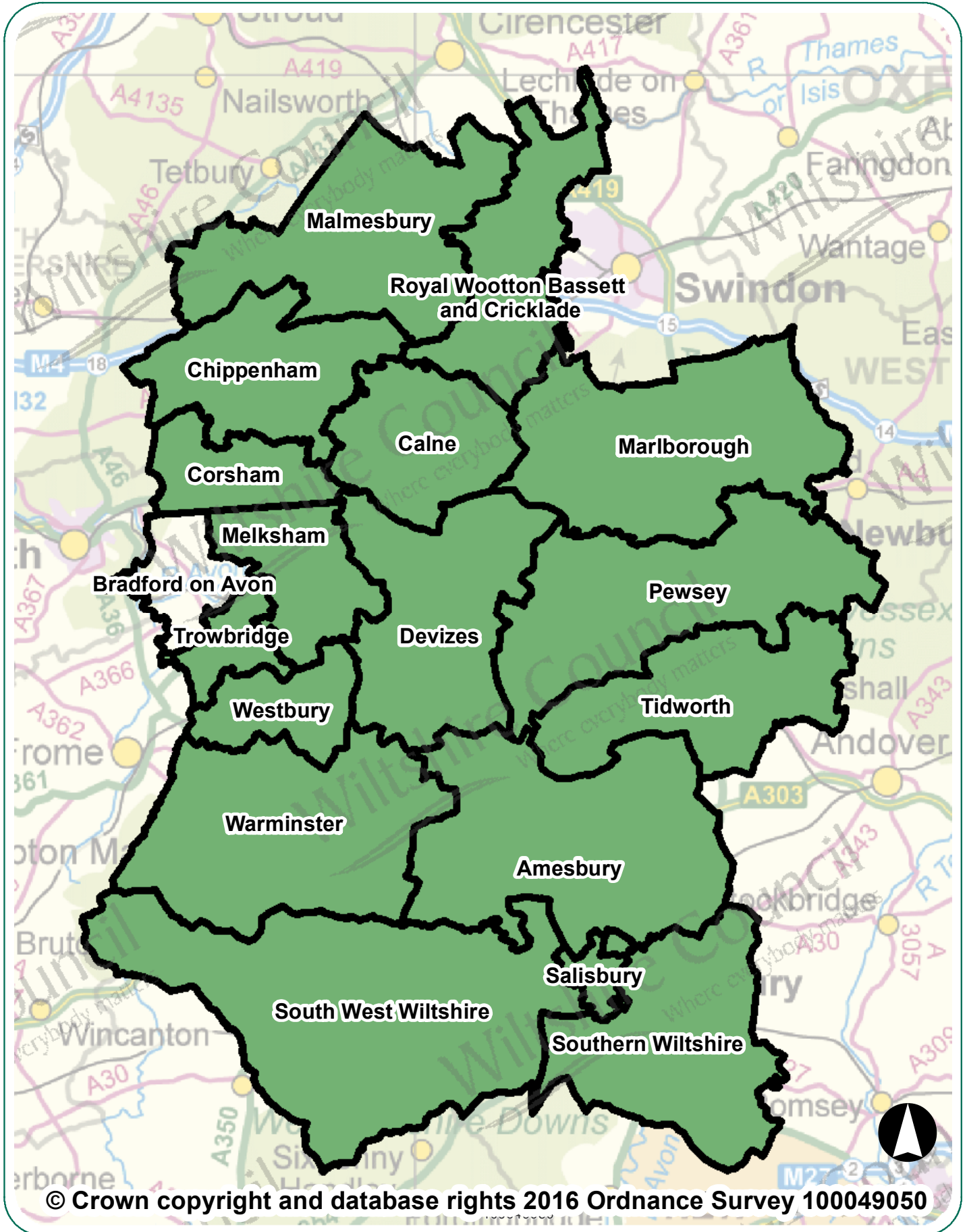
None

Appendices

Appendix 1 – Local Highways Information

Appendix 2 – Proposed priority surfacing sites for 2017/18

Bradford On Avon Area Board Highway Information



Bradford On Avon Area Board Highway Information

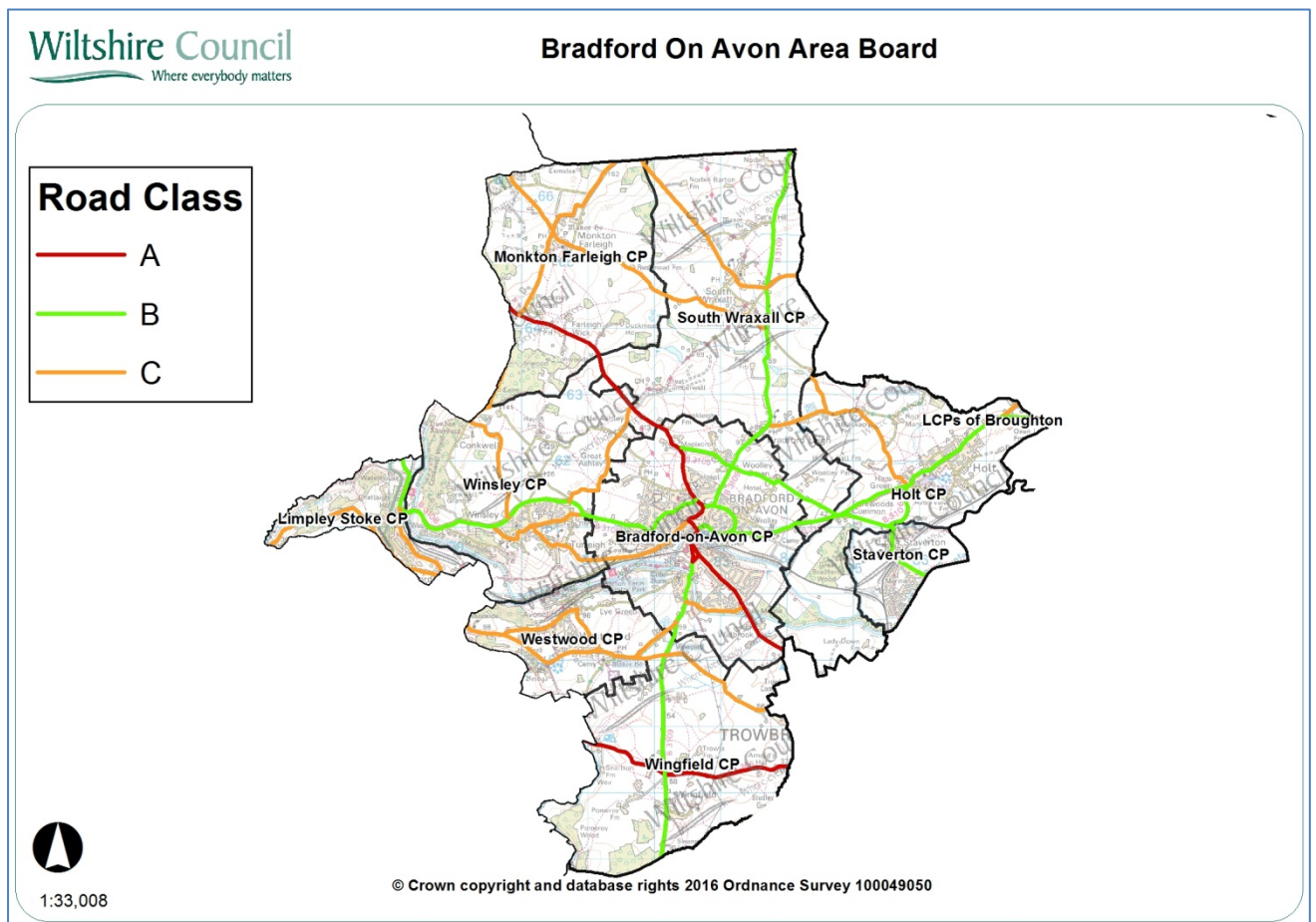
Introduction

This document summarises highway information for your area board. It lists the recent highway and related work carried out by Wiltshire Council, including the road resurfacing carried out during the first two years of the 'Local Highways Investment Fund 2014 – 2020', and includes other information which should be of interest.

Further information on the Council's activities is available at the website www.wiltshire.gov.uk. If you wish to report a specific highway issue please use My Wiltshire. Details are provided at the end of this document.

Parishes in the community area are:

Bradford on Avon, Limpley Stoke, Winsley, Westwood, Holt, South Wraxall, Monkton Farleigh, Wingfield, Staverton



Network statistics in your area

Road length by class

Road type	Urban (km)	Rural (km)
A Class Roads	5.8	6.44
B Class Roads	11.33	18.92
C Class Roads	10.52	28.97
Unclassified Roads	48.43	24.45
Total	76.08	78.78
	Overall Total	154.86

The council categorises its roads to reflect their importance. This enables an effective assignment of highway inspection frequencies and maintenance standards.

Highway assets in your area

The council keeps an inventory of its highway assets in order to assist planning its highway maintenance. Important statistics relating to your board area are:

Asset Type	Measure
Carriageway	154.86
Footways adjacent to road	99km
Footways (linked)	15.25km
White road centre lines	68km
Road kerbs	114km
Grass verge (maintained)	194 km
Drainage grips	1,071 number
Drainage pipe grips	124 number
Drainage gullies	3551
Road signs	1,484 number
Street lights	2112

Major highway maintenance

Road resurfacing

Wiltshire has over 3,000 miles of road. The Council's 'Local Highways Investment Fund 2014 – 2020' is making a massive investment to improve the condition of the roads in Wiltshire over six years. The programme of work started in April 2014, and is designed and supervised by the Council's consultants Atkins, with the work carried out by our main highway contractors Tarmac and Eurovia.

The work carried out in the first two years of the programme has improved a considerable number of the roads in previously poor condition. The locations of sites treated in recent years are shown below.

Carriageway repairs

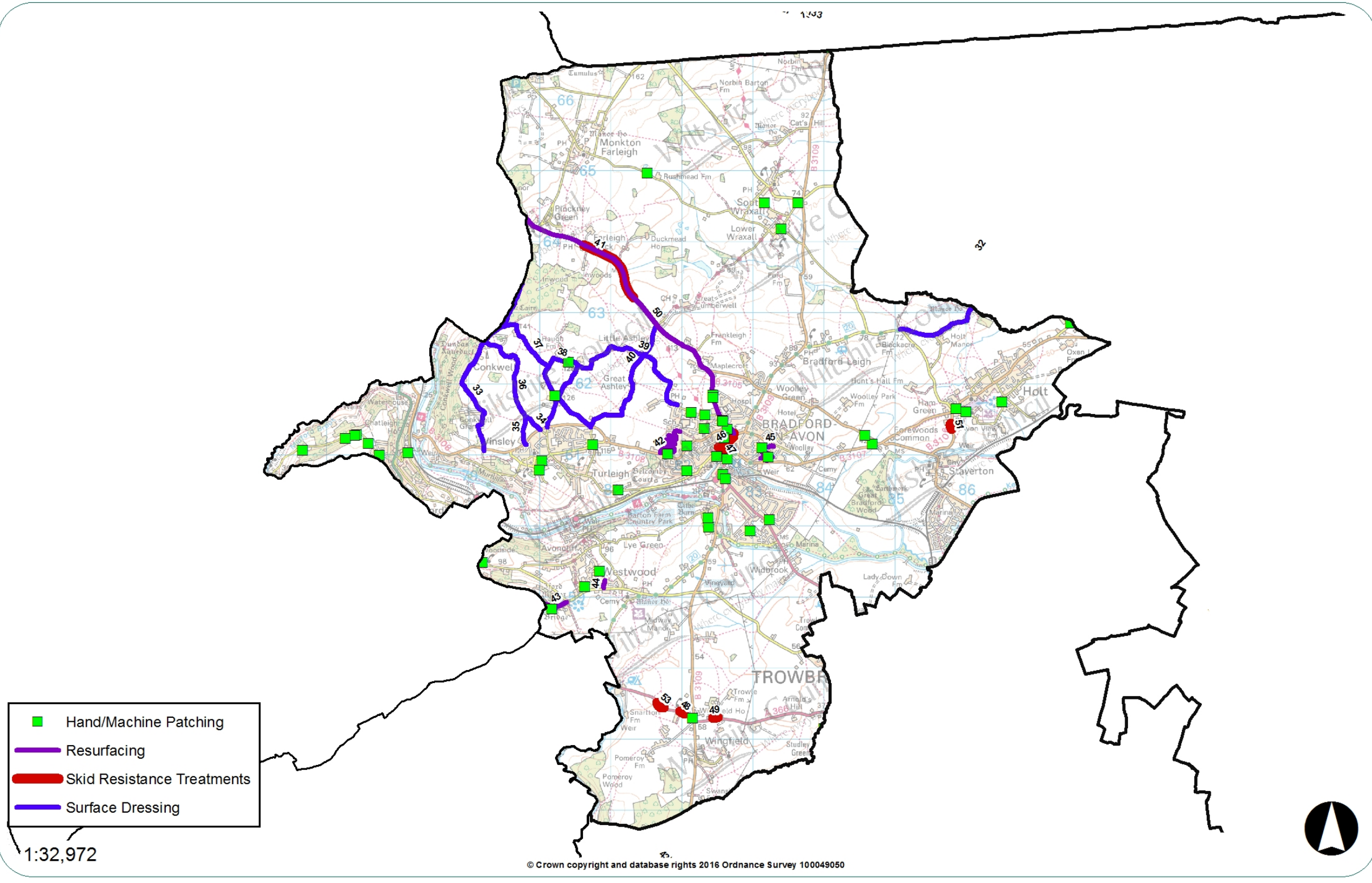
As well as resurfacing roads other works are undertaken to make localised repairs to keep the roads safe. The works undertaken in your area since 2014 are shown on the map below.

The wet winter and flooding in previous years has resulted in substantial damage to the road network. It is important that serious defects are treated promptly to keep the roads safe. The Council currently operates four Pothole teams that respond to urgent issues to keep the roads safe.

Plan showing major maintenance schemes & hand/machine patching sites completed since 2014



Bradford On Avon Area Board



Major maintenance completed since 2014

No	Location	Works
32	Summer Lane (junction with Leigh Road) to Chalfield Manor to Coombe Lane junction	Surface Dressing
33	Blackberry Lane (junction Winsley Hill B3108) north into Conkwell north into Warleigh Lane	Surface Dressing
34	Unnamed road (junction with Winsley B3108) north to fork junction	Surface Dressing
35	Unnamed road (junction with Winsley B3108) North to fork junction	Surface Dressing
36	Unnamed road (junction with Winsley B3108) north to junction with Blackberry Lane	Surface Dressing
37	Unnamed road (junction with Winsley B3018) north to junction Warleigh Lane	Surface Dressing
38	Haugh Farm road	Surface Dressing
39	Unnamed road (junction with Winsley B3108) to Ashley Road, Upper Bearfield Farm junction	Surface Dressing
40	Little Ashley (junction B3108) north into Ashley Green (junction with Bath Road A363)	Surface Dressing
41	Entrance to Hays Wood Farm to Unclassified Road (To Gt. Cumberwell)	Skid Resistance Improvements
42	Downs View, BOA. (Includes Downs Close & Westfield)	Resurfacing
43	Iford, Westwood	Resurfacing
44	Orchard Close, Westwood	Resurfacing
45	Springfield, BOA	Resurfacing
46	A363 Masons Lane, Bradford on Avon	Skid Resistance Improvements
47	New Road Mini To Market Street Mini	Skid Resistance Improvements
48	Farleigh Rd (40mph To Wingfield cross roads)	Skid Resistance Improvements
49	A366 Trowbridge Road, Wingfield	Skid Resistance Improvements
50	A363 Bath Road, Bradford on Avon from Castle Roundabout to County Boundary	Resurfacing

Bradford On Avon Area Board Highway Information

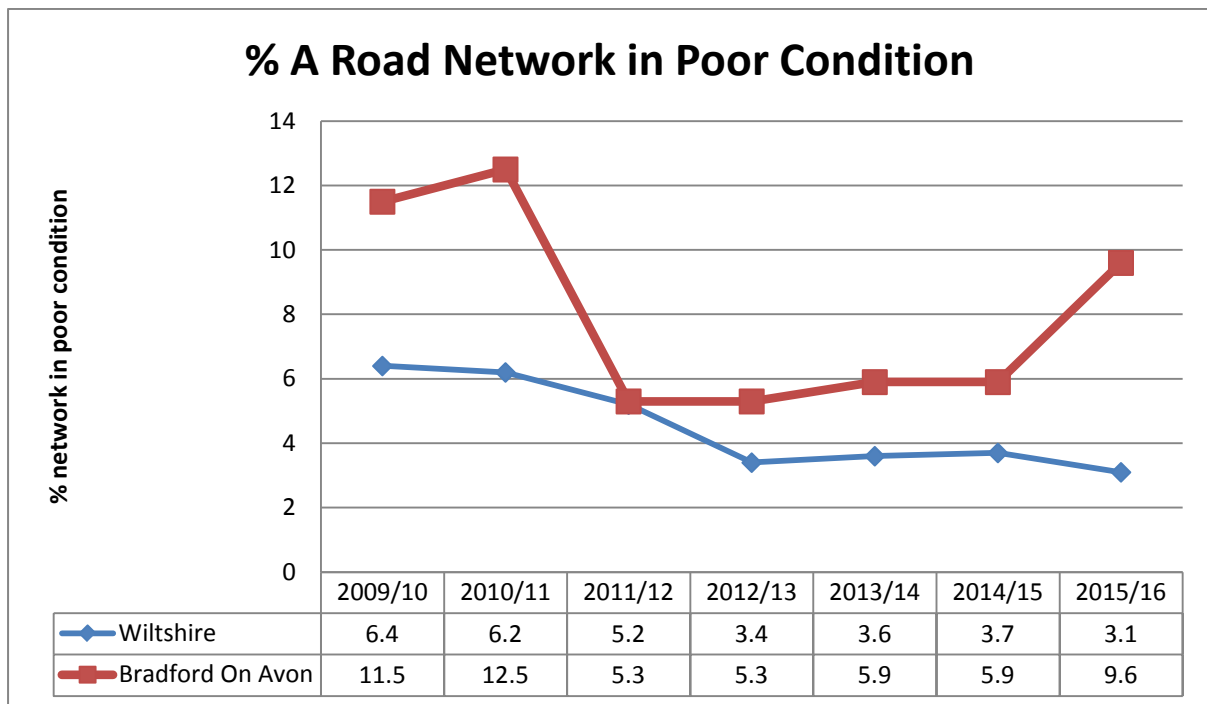
No	Location	Works
51	B3105 To 30mph Holt	Skid Resistance Improvements
52	Downsview, Bradford on Avon	Resurfacing
53	Farleigh Road, Wingfield	Skid Resistance Improvements

Highway conditions and technical surveys in your area

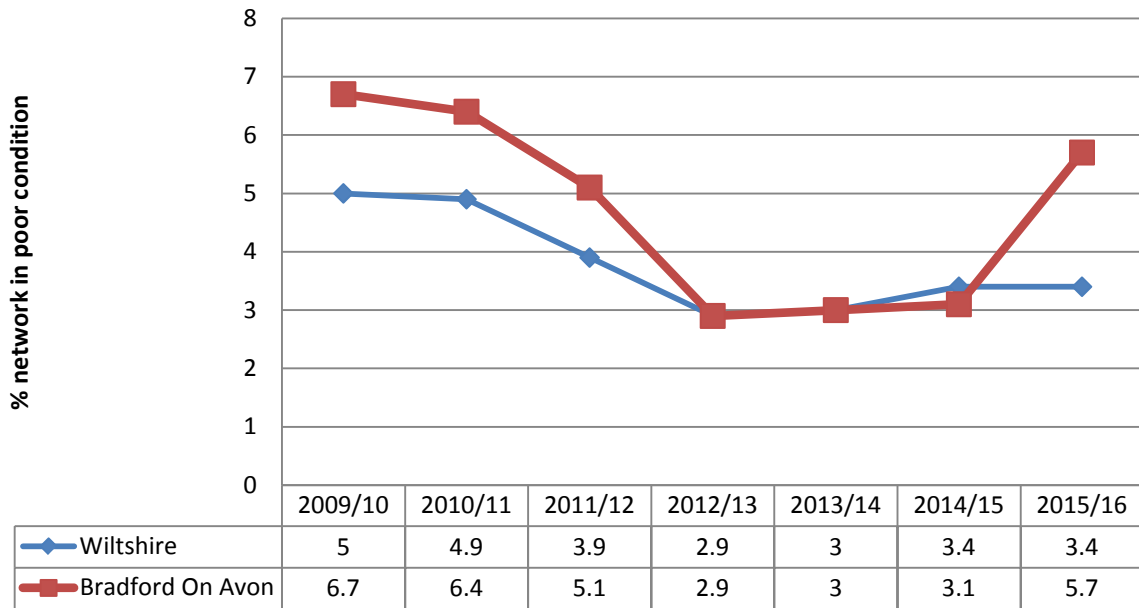
Roads deteriorate in condition because of various factors, including traffic volumes, ground conditions, and weather and drainage issues. Technical surveys of the condition of the highway network are carried out annually and the information is used to help prioritise schemes. Road safety is the priority, and maintaining adequate skid resistance on the busy high speed roads is vital.

The surveys include the use of a vehicle equipped with lasers and cameras to record road surface condition, which allows us to report on road conditions to the Department for Transport and to prioritise maintenance work. Other surveys include measuring skid resistance on the busier roads.

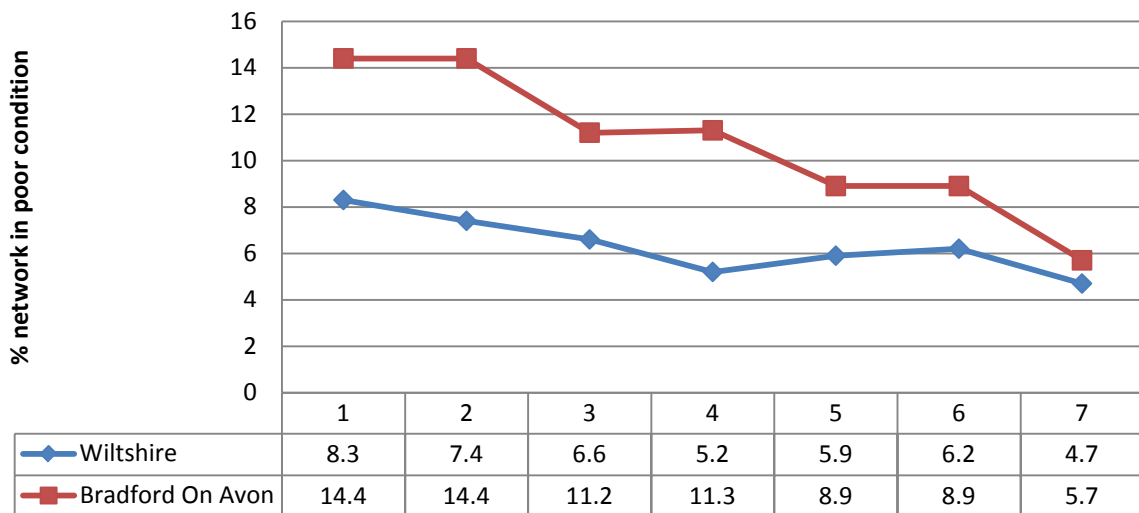
The road conditions in your area are shown below. It should be noted that low numbers are good because it indicates that less road length should be considered for treatment. More detailed information is shown in Appendix A.

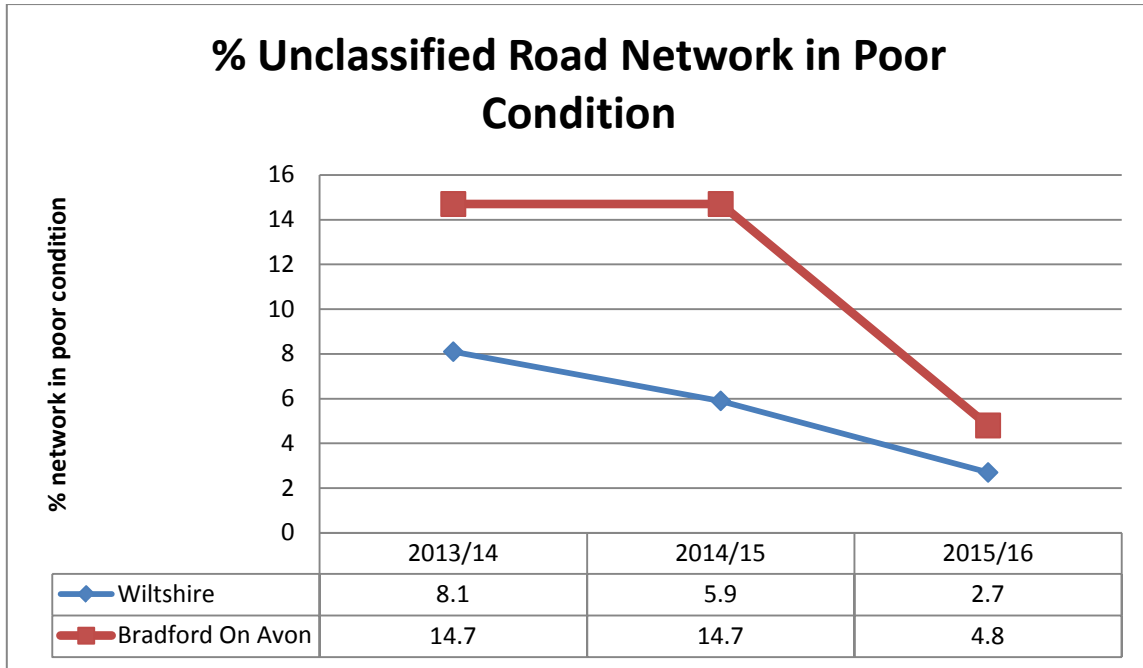


% B Road Network in Poor Condition



% C Road Network in Poor Condition





Integrated transport, bridge and drainage works

Integrated transport

The Council's traffic engineering team work with our contractors to plan and deliver a range of projects to the local community, most notably through the Area Boards and Community Area Transport Groups (CATGs). The schemes range in size and complexity from simple sign installation through to more complex road safety and improvement schemes.

Bridges

The Council regularly inspects its bridges and other highway structures. There is a programme of renewal and refurbishment works to keep them in good condition, as well as having to respond to damage caused by collisions.

Drainage

Programmes of drainage investigations, repairs and flood alleviation schemes are undertaken throughout the year, but the flooding in recent years has meant that there has been a need to respond immediately to flooding issues, as well as dealing with previously identified problem sites. The drainage improvement and flood alleviation work is co-ordinated through the Council's Operational Flood Working Groups that include the Environment Agency, Wessex Water, other organisations and stakeholders.

Recent work in your area

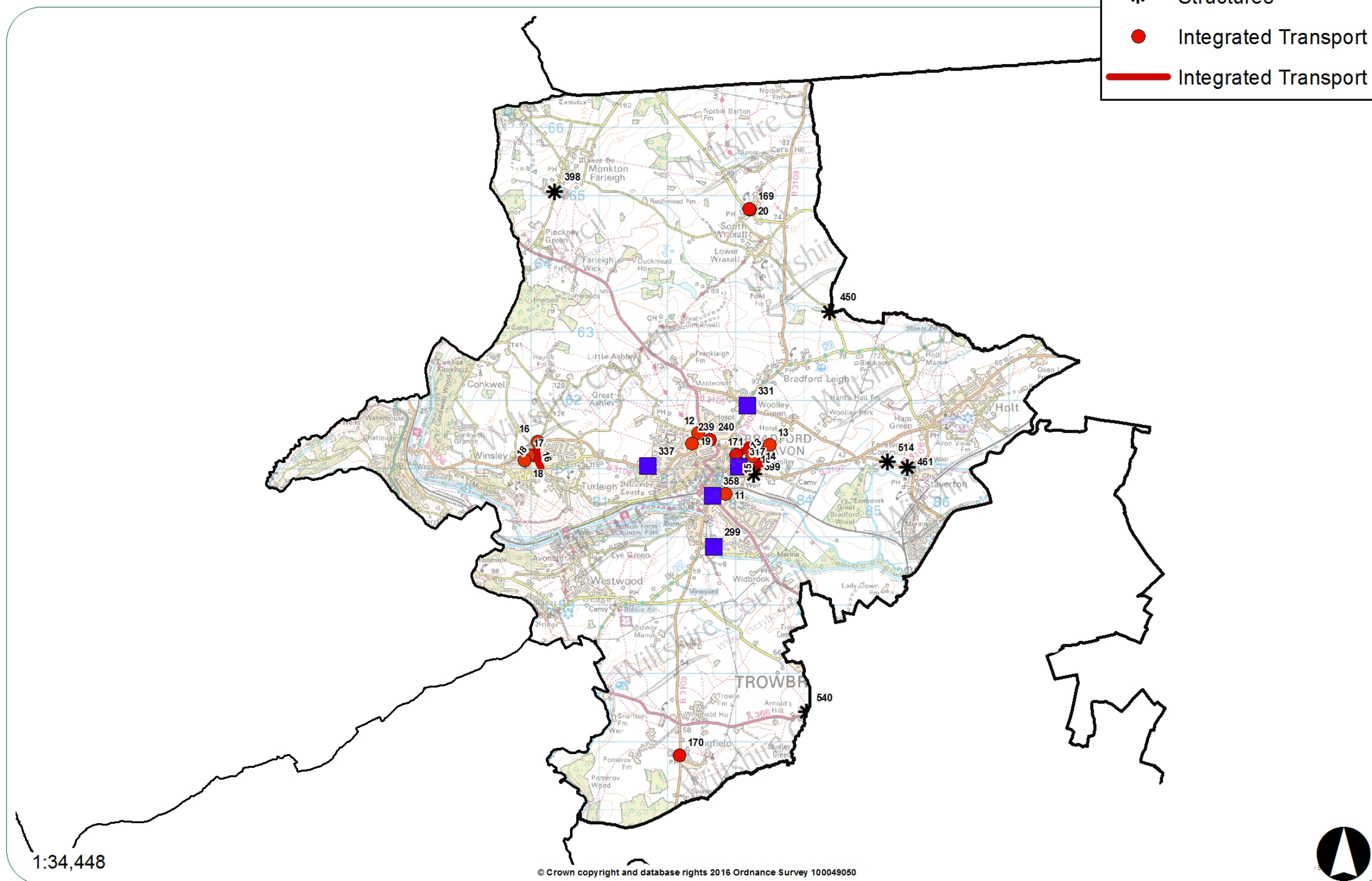
The Integrated Transport, Bridge and Drainage schemes carried out in your area since 2015 are listed below.

Plan showing completed integrated transport, bridge and drainage schemes since 2015



Bradford On Avon Area Board

- Drainage Works
- * Structures
- Integrated Transport
- Integrated Transport



Integrated transport schemes since 2015

No	Location	Description
169	South Wraxall	Near pub - traffic management measures (coloured surfacing)
170	Wingfield	Wingfield Traffic Management measures (coloured surfacing)
171	Bradford On Avon	Highfield handrail and light
239	Bath Road	Christ Church - drop kerbs on Bath Road and no loading restrictions
11	Upper Regents Park	Upper Regents Park railings
12	Upper Regents Park	Churchacre handrail & Upper Regents park
13	Woolley Street	Woolley Area 20mph speed limit Woolley St
14	Coronation Avenue	Woolley Area 20mph speed limit Coronation Ave
15	Bradford On Avon	Bradford on Avon Woolley Area 20mph speed limit
16	Winsley/Turleigh	Winsley/Turleigh 20mph speed limit Dane Rise
17	Winsley/Turleigh	Winsley/Turleigh 20mph speed limit Poston way
18	Winsley/Turleigh	Winsley/Turleigh 20mph speed limit King Alfred Way
19	Huntingdon Rise, Bradford On Avon	Bollards
20	South Wraxall	Near pub - traffic management measures

Bridge schemes since 2014

No	Location	Description
398	Retaining Wall Broadstones, Monkton Farleigh	Partial rebuild
399	Holt Road Retaining Wall	Partial rebuild
450	Poor House Culvert Atwork – Re-erect parapet following road traffic collision.	RTC Repair
461	Staverton Causeway Re-point abutments	Masonry Works
514	Staverton	Parapet Repair
540	London Footbridge	Parapet Repair

Drainage works since 2015

No	Location	Description
299	Bradford on Avon	Borehole & associated works
317	Bradford on Avon	Upgrades to system and water courses
331	Bradford on Avon	Improvements to Surface Water drainage
337	Bradford on Avon	Works to Gully and kerb to improve collection
358	Bradford on Avon	New Gully and connecting pipe work

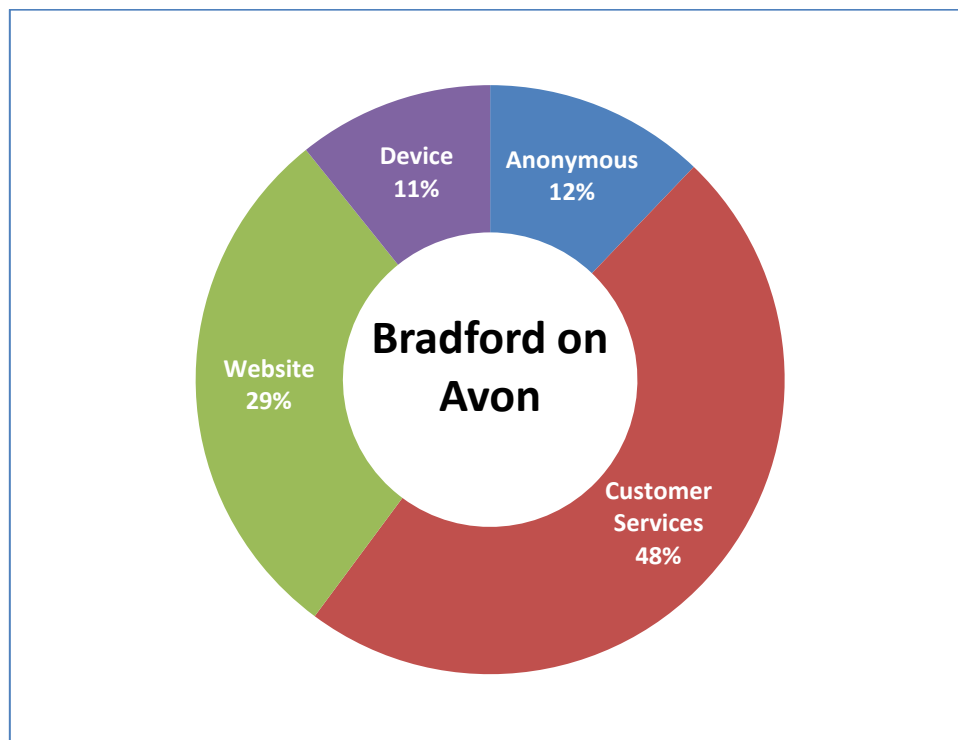
My Wiltshire



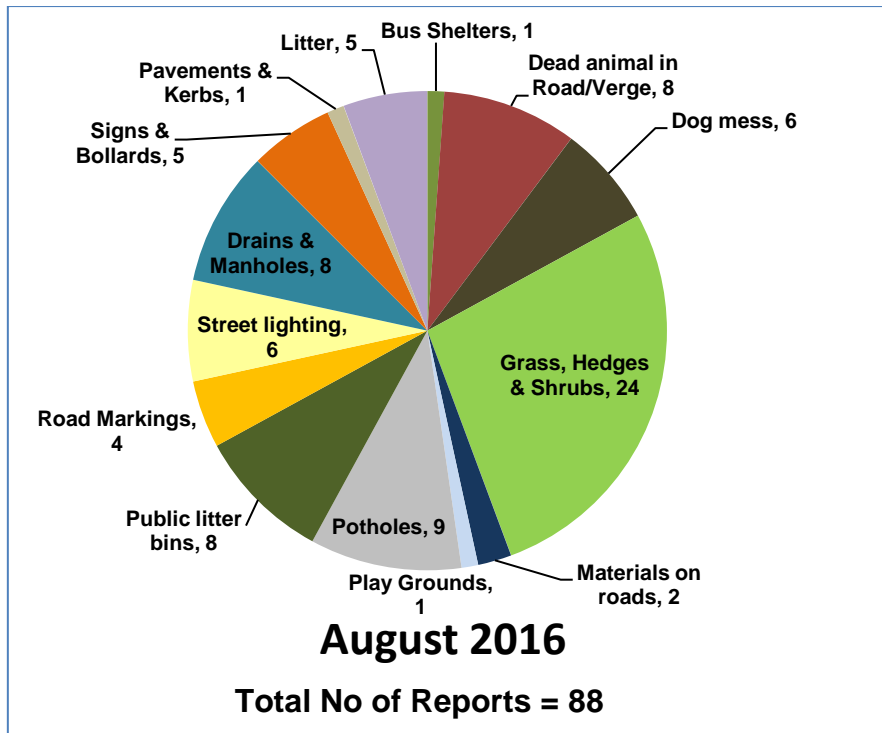
My Wiltshire provides an easy way to report highway issues, including using the Council's website. We have an app so you can report on the go using your smartphone. The My Wiltshire app is available to download at both the [App Store](#) (for iPhones and iPads), from [Google Play](#)[™] (for Android phones) and Windows Store. You can attach information such as photos or videos and pinpoint the location of your report using the mapping software on your phone.

A summary of recent reports in your area is shown below, and further details are shown in Appendix A.

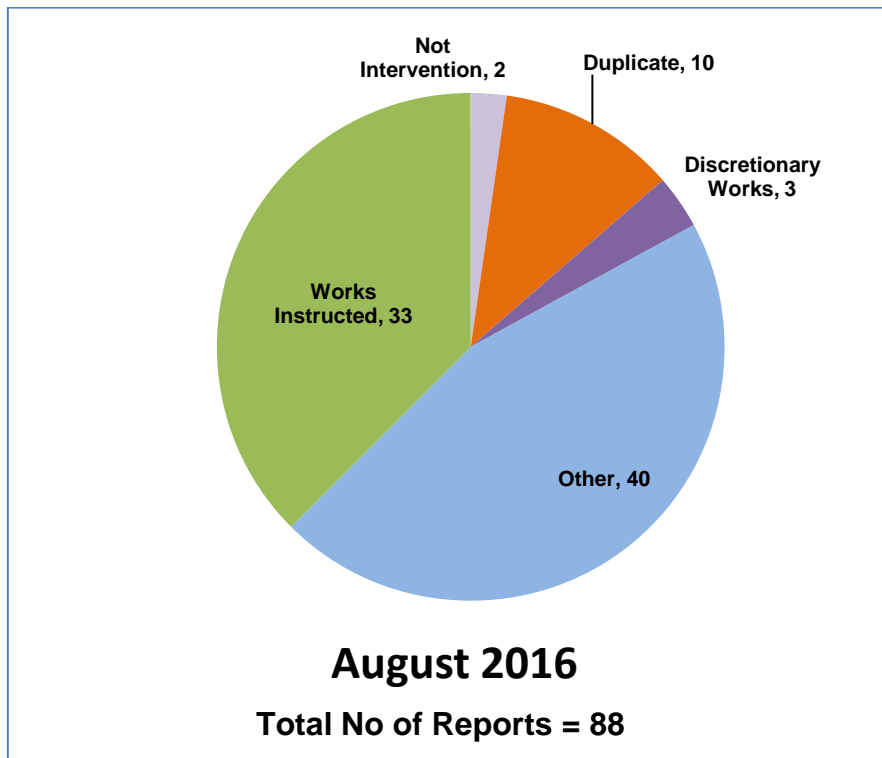
Customer reporting methods in your area



Customer reports in your area for the month of August 2016



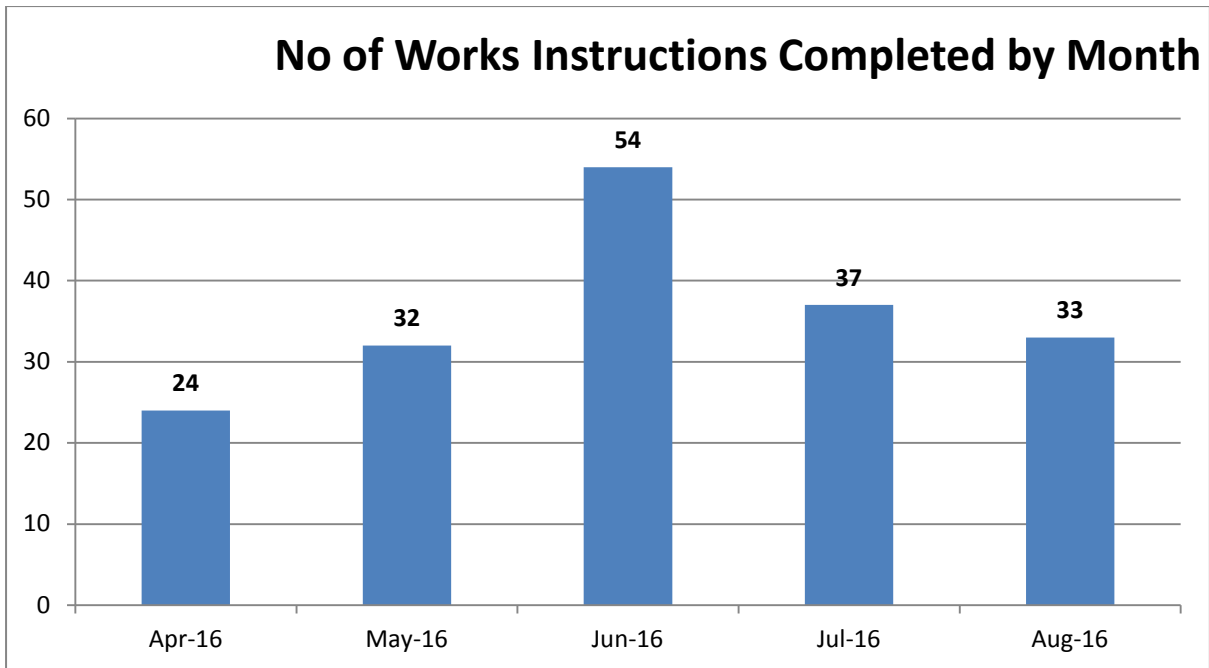
Actions following recent reports in your area



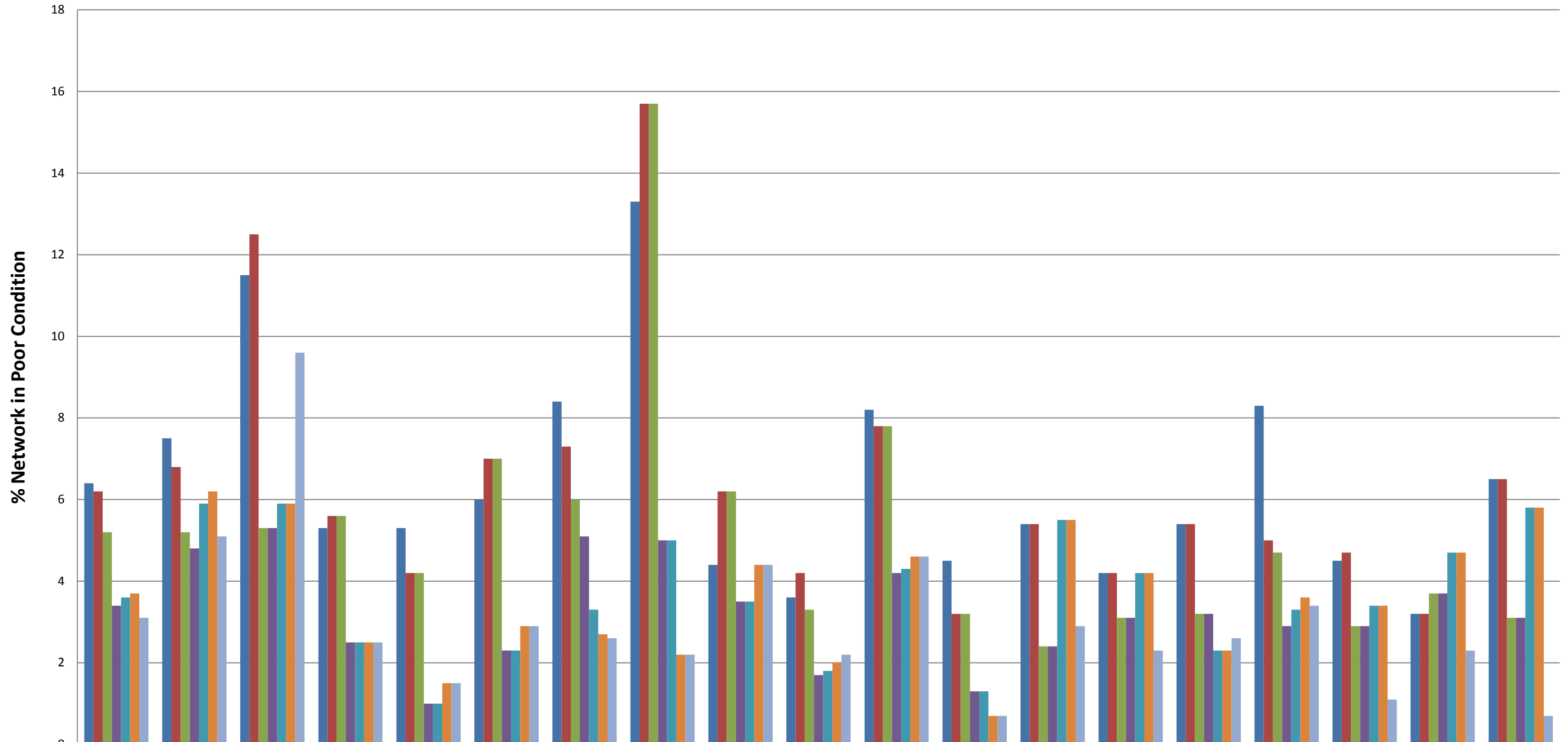
Action definitions

1. **Not Intervention** – the technician has attended site and classified the defect as not meeting intervention levels as per the Highway Inspection Manual 2013 or in the case of streetscene reports, service level agreements.
2. **Duplicate** – a report has already been received in relation to this issue and a works instruction has previously been passed to the contractor to undertake a repair/carry out the necessary works.
3. **Under Investigation** – this issue is currently with a Highways technician or engineer – they may be awaiting information from the customer or the issue requires further investigation e.g. wet weather inspection, drainage survey, exploratory excavation, ownership query.
4. **Discretionary works** – this issue is not a highway safety issue and has been identified as one which falls within the remit of the parish steward scheme.
5. **Other** – the issue has been identified as one which does not require any action by Local Highways. This could be for a number of reasons –
 - the report has been cancelled by the user,
 - there is insufficient information provided to assess the issue and the customer has not provided contact details,
 - the issue is not the responsibility of Wiltshire Council e.g. un-adopted highway, gas/electricity/telephone/water/cable company, Highways England, housing association,
 - the technician attended site and nothing was found at the stated location
 - the issue has been passed to another service within Wiltshire Council e.g. rights of way, bridges.
6. **Works Instructed** – the technician has assessed the issue as requiring works to be carried out and has either dealt with the issue personally or has referred it to the contractor for repair.

Highway defects completed in your area in recent months

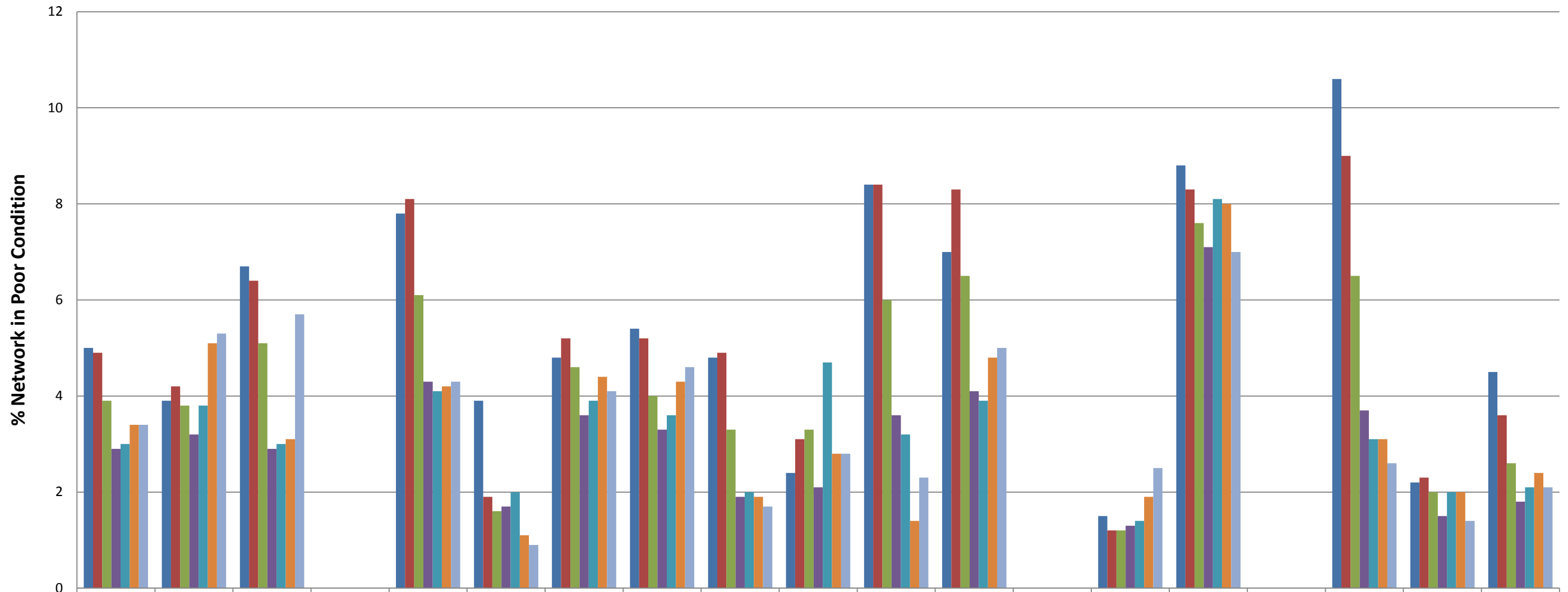


% A Road Network in Poor Condition



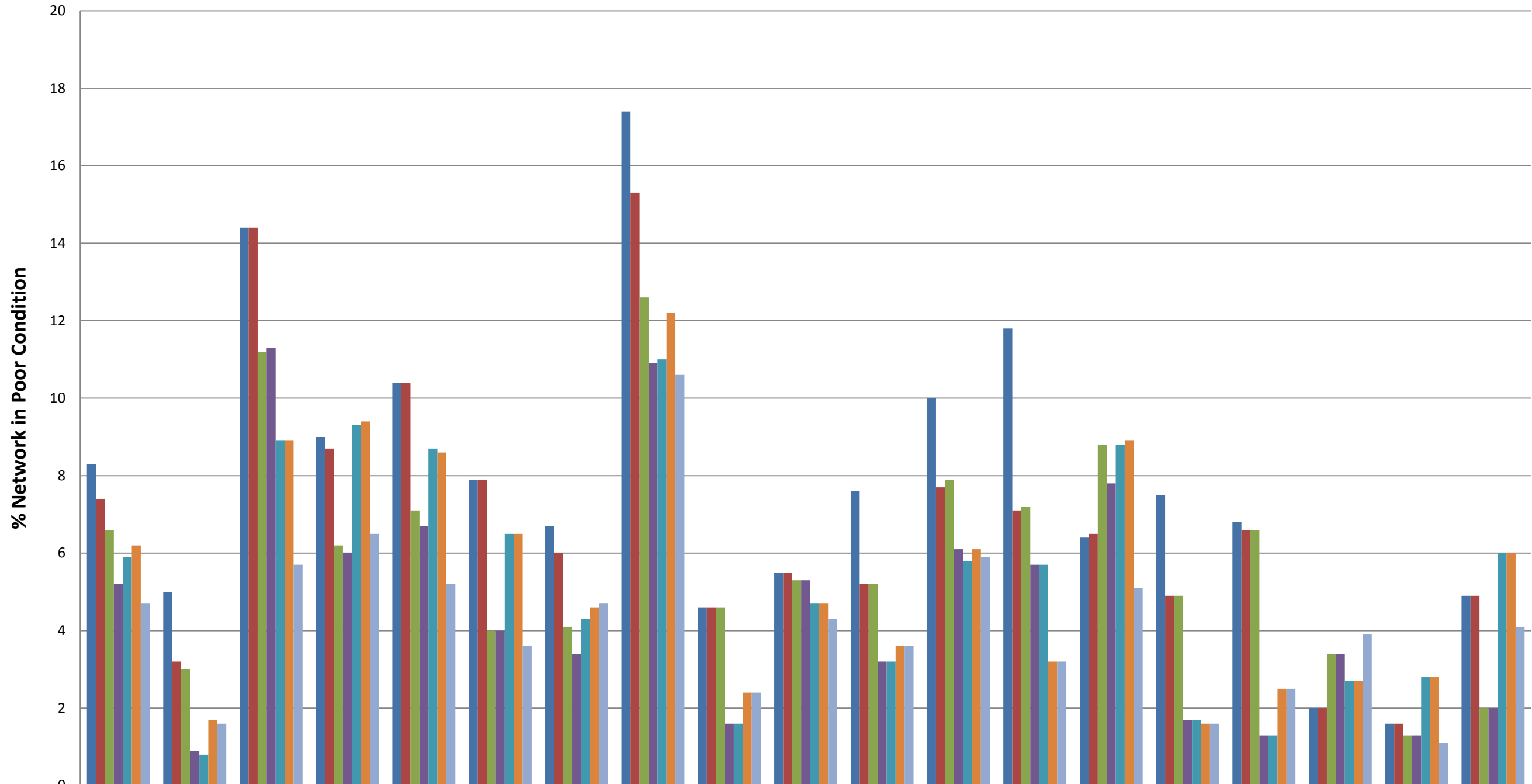
	Wiltshire	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury
■ 2009/10	6.4	7.5	11.5	5.3	5.3	6	8.4	13.3	4.4	3.6	8.2	4.5	5.4	4.2	5.4	8.3	4.5	3.2	6.5
■ 2010/11	6.2	6.8	12.5	5.6	4.2	7	7.3	15.7	6.2	4.2	7.8	3.2	5.4	4.2	5.4	5	4.7	3.2	6.5
■ 2011/12	5.2	5.2	5.3	5.6	4.2	7	6	15.7	6.2	3.3	7.8	3.2	2.4	3.1	3.2	4.7	2.9	3.7	3.1
■ 2012/13	3.4	4.8	5.3	2.5	1	2.3	5.1	5	3.5	1.7	4.2	1.3	2.4	3.1	3.2	2.9	2.9	3.7	3.1
■ 2013/14	3.6	5.9	5.9	2.5	1	2.3	3.3	5	3.5	1.8	4.3	1.3	5.5	4.2	2.3	3.3	3.4	4.7	5.8
■ 2014/15	3.7	6.2	5.9	2.5	1.5	2.9	2.7	2.2	4.4	2	4.6	0.7	5.5	4.2	2.3	3.6	3.4	4.7	5.8
■ 2015/16	3.1	5.1	9.6	2.5	1.5	2.9	2.6	2.2	4.4	2.2	4.6	0.7	2.9	2.3	2.6	3.4	1.1	2.3	0.7

% B Road Network in Poor Condition



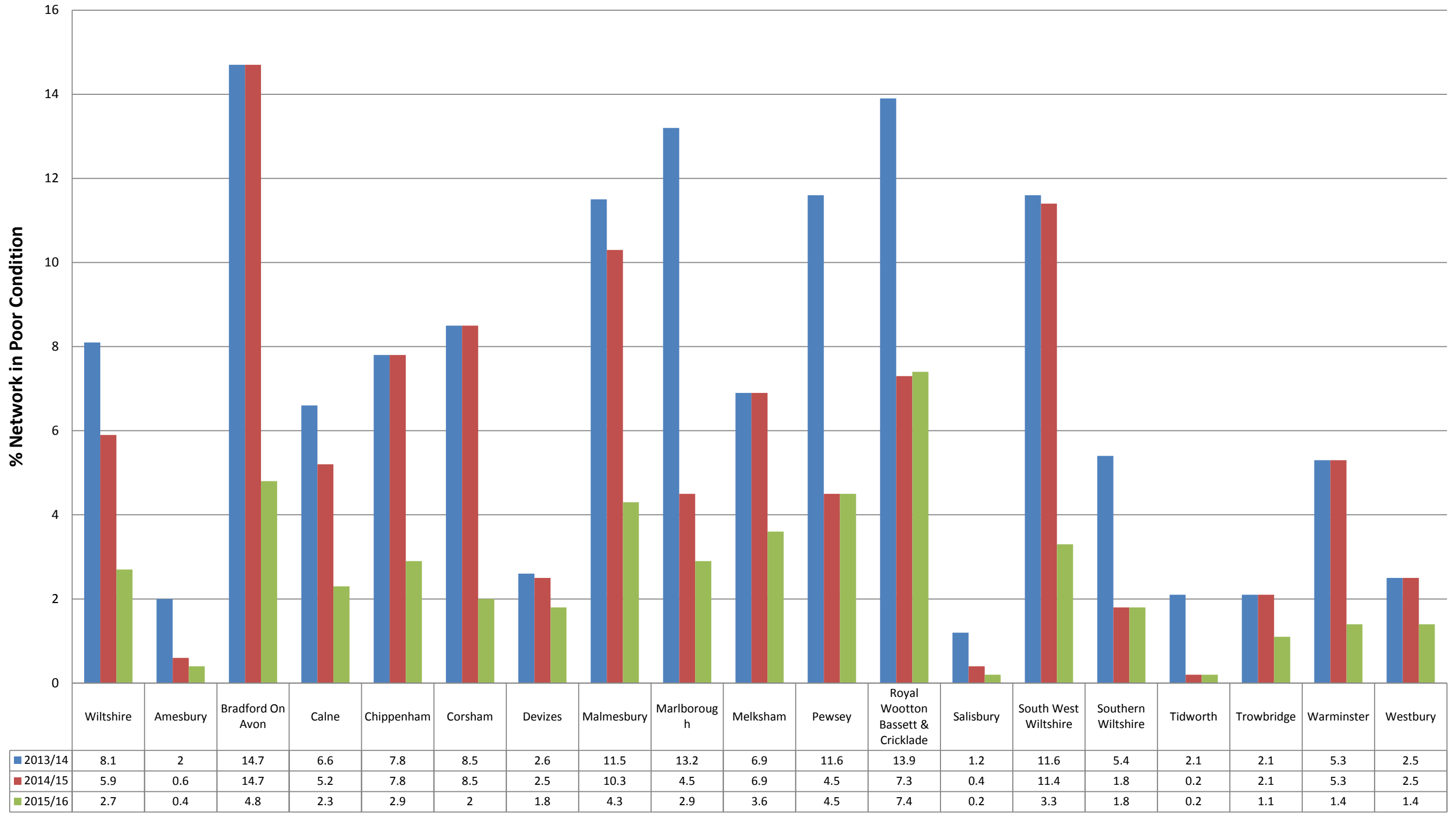
	Wiltshire	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury
■ 2009/10	5	3.9	6.7	0	7.8	3.9	4.8	5.4	4.8	2.4	8.4	7	0	1.5	8.8	0	10.6	2.2	4.5
■ 2010/11	4.9	4.2	6.4	0	8.1	1.9	5.2	5.2	4.9	3.1	8.4	8.3	0	1.2	8.3	0	9	2.3	3.6
■ 2011/12	3.9	3.8	5.1	0	6.1	1.6	4.6	4	3.3	3.3	6	6.5	0	1.2	7.6	0	6.5	2	2.6
■ 2012/13	2.9	3.2	2.9	0	4.3	1.7	3.6	3.3	1.9	2.1	3.6	4.1	0	1.3	7.1	0	3.7	1.5	1.8
■ 2013/14	3	3.8	3	0	4.1	2	3.9	3.6	2	4.7	3.2	3.9	0	1.4	8.1	0	3.1	2	2.1
■ 2014/15	3.4	5.1	3.1	0	4.2	1.1	4.4	4.3	1.9	2.8	1.4	4.8	0	1.9	8	0	3.1	2	2.4
■ 2015/16	3.4	5.3	5.7	0	4.3	0.9	4.1	4.6	1.7	2.8	2.3	5	0	2.5	7	0	2.6	1.4	2.1

% C Road Network in Poor Condition



	Wiltshire	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury
2009/10	8.3	5	14.4	9	10.4	7.9	6.7	17.4	4.6	5.5	7.6	10	11.8	6.4	7.5	6.8	2	1.6	4.9
2010/11	7.4	3.2	14.4	8.7	10.4	7.9	6	15.3	4.6	5.5	5.2	7.7	7.1	6.5	4.9	6.6	2	1.6	4.9
2011/12	6.6	3	11.2	6.2	7.1	4	4.1	12.6	4.6	5.3	5.2	7.9	7.2	8.8	4.9	6.6	3.4	1.3	2
2012/13	5.2	0.9	11.3	6	6.7	4	3.4	10.9	1.6	5.3	3.2	6.1	5.7	7.8	1.7	1.3	3.4	1.3	2
2013/14	5.9	0.8	8.9	9.3	8.7	6.5	4.3	11	1.6	4.7	3.2	5.8	5.7	8.8	1.7	1.3	2.7	2.8	6
2014/15	6.2	1.7	8.9	9.4	8.6	6.5	4.6	12.2	2.4	4.7	3.6	6.1	3.2	8.9	1.6	2.5	2.7	2.8	6
2015/16	4.7	1.6	5.7	6.5	5.2	3.6	4.7	10.6	2.4	4.3	3.6	5.9	3.2	5.1	1.6	2.5	3.9	1.1	4.1

% Unclassified Road Network in Poor Condition



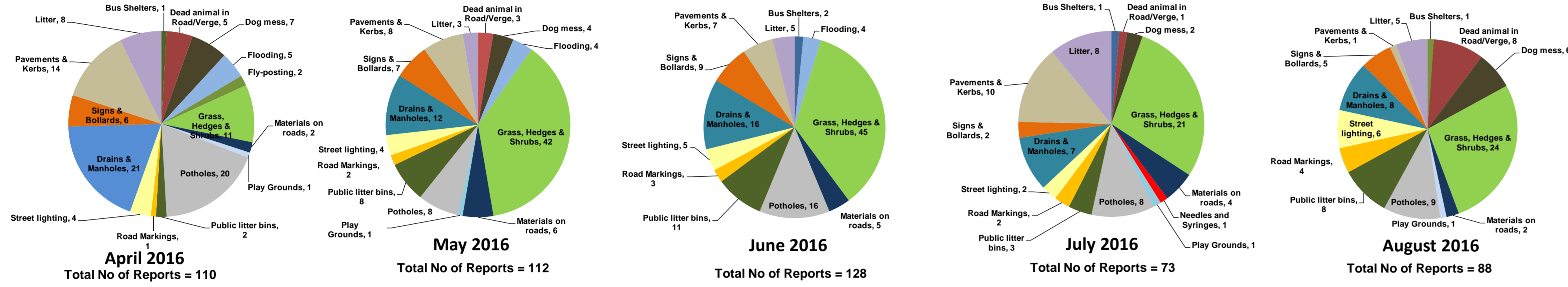
Appendix B: My Wiltshire Statistics



Bradford on Avon Area Board



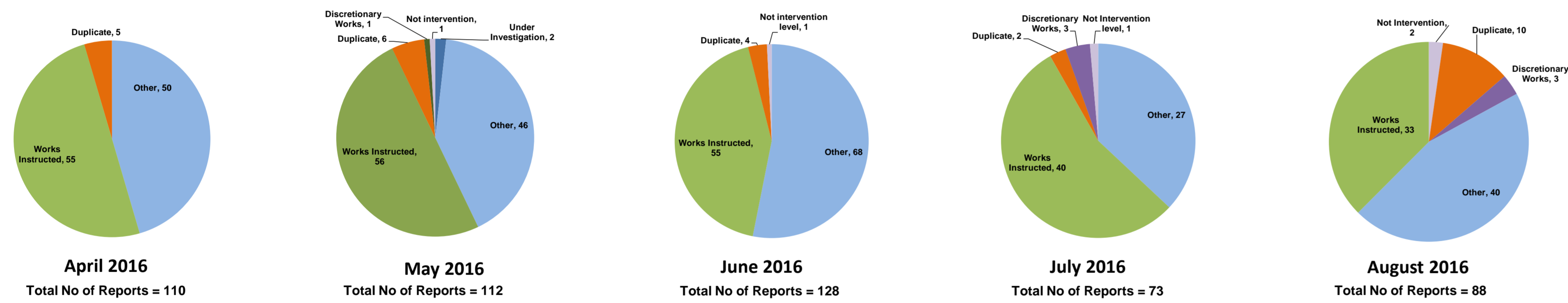
Customer Reported Issues



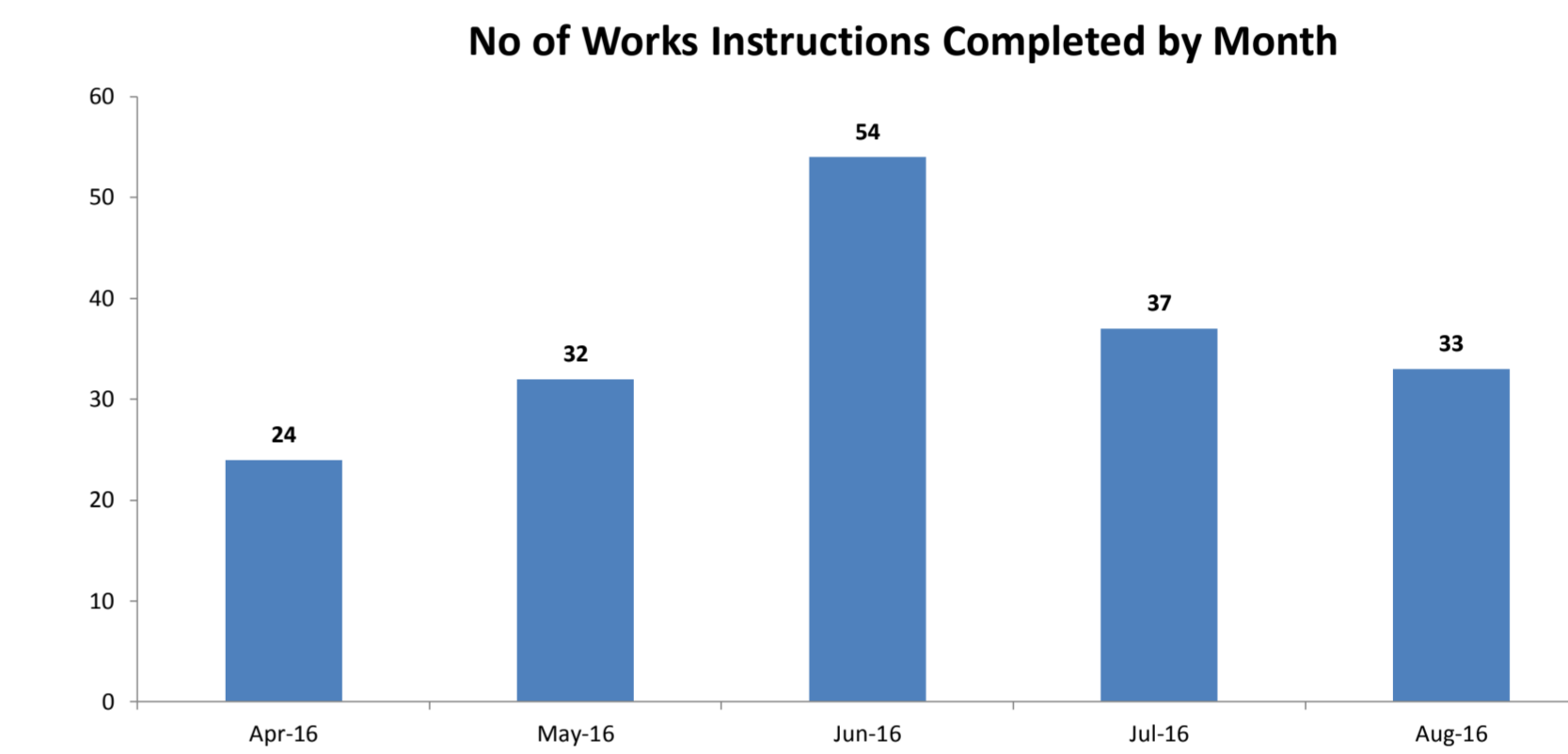
Reporting Channels



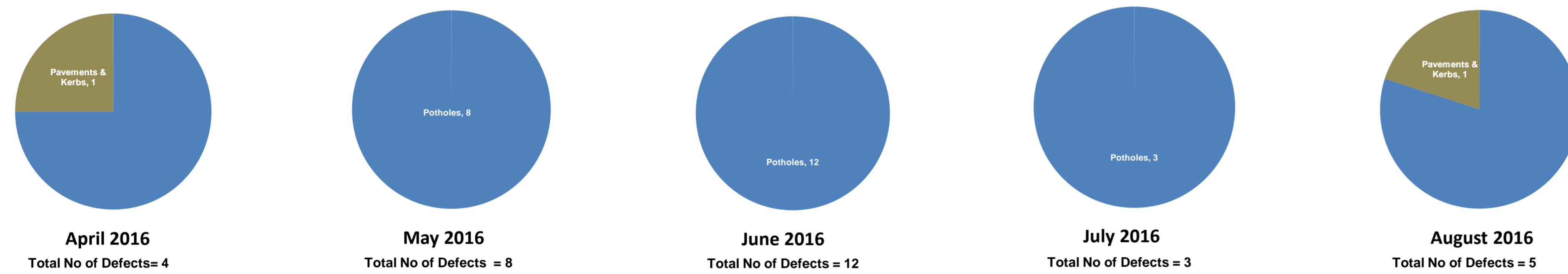
Customer Call Outcomes



Completed in Month



Safety Inspections



APPENDIX 2

Road	Bradford on Avon	Recommended Treatment	Estimated Length (m)	Est Area of Site (m ²)
A366	A366 Wingfield Rd west of Lambrok Road	Retexture	500	3,000
A366	A366 Farleigh Rd County Boundary to Wingfield Crossroads	Retexture	880	4,928
A366	A366 Wingfield Rd at Arnolds Hill Farm	Retexture	50	150
A366	A366 Farleigh Rd at Magdalen Lane	Retexture	60	336
A363	A363 Market Street, Bradford on Avon	Surfacing	270	tbc
B3109	Sladesbrook, BoA	Imprint	na	na
UC	Blackberry Lane (junction Winsley Hill B3108) North into Conkwell North into Warleigh Lane	Surface Dressing	891	2,584
UC	Unnamed road (junction with Winsley B3108) North to junction with Blackberry Lane	Surface Dressing	1,147	4,015
UC	Haugh Farm Road	Surface Dressing	1,144	3,089
UC	Unnamed road (junction with Winsley B3108) to Ashley Road, Upper Bearfield Farm junction	Surface Dressing	1,067	3,201
UC	Little Ashley Lane	Surface Dressing	1,556	6,380

Agenda Item 12

Subject: BoA Grant Register

Bradford on Avon Area Board

CAPITAL Budget

Budget Code: C.85.00022.002

GL 460011

<i>Area Board Budget</i>	£35,257.50
<i>Roll forward</i>	£10.00
<i>Awarded</i>	£20,820
Balance :	£14,447.50

<i>Projects no.</i>	
<i>Projects value</i>	£2,1
<i>Leverage</i>	£1

Project	Applicant	Project Cost	Amount Awarded	Award date	Pay d
CATG projects	Internal transfers	£15,000.00	£0.00		
1787-BoA Walking Wheel	Walkers are Welcome	£3,140.00	£1,570.00	09/03/2016	24/0
Avoncliffe Car Park	Avoncliffe Community Group	£5,000.00	£5,000.00	09/03/2016	20/0
Iron Duke Heritage Lottery Project	BoACAN	£3,000.00	£3,000.00	09/03/2016	11/0
1910-Lamb Yard Events Canopies & Accessories	Lamb Yard Events	£6,000.00	£3,000.00	11/05/2016	26/0
1629-Deaf Friendly Swimming	BoA Swimming Club	£750.00	£750.00	11/05/2016	16/0
1859-Regeneration of Holy Trinity Church	Holy Trinity Church	£2,011,000.00	£1,000.00	11/05/2016	16/0
Footbridge Feasibility	Income - BOA Town Council	£0.00	-£2,500.00	00/00/16	14/0
1270-The Vaults Community Arts Centre website & media and general improvements	Made in Bradford on Avon	£10,900.00	£1,000.00	13/07/2016	29/0
1966-Bradford on Avon Business Awards-Equipment	ST Business Support	£16,200.00	£2,000.00	13/07/2016	15/0
1976-Recovery in Common - a Recovery festival	Julian House	£45,934.80	£1,000.00	13/07/2016	26/0
CLlr Led-Footbridge Feasibility	La Box Ltd	£5,000.00	£5,000.00	13/07/2016	12/0
1883- Gym & Shower	W Wilts Esprit Gym Club	£10,000.00	£1,000.00	14/09/2016	22/0
1976-Recovery in Common - a Recovery festival	Julian House	£0.00	-£1,000.00	00/00/16	10/1

REVENUE

Budget

Budget Code: 30610

<i>Youth</i> GL 460012	£13,810.00
------------------------	-------------------

Health	£6,700.00
Older people	£1,000.00
Toilets	£1,000.00
Awarded	£12,931
Balance :	£9,579.00

Projects no.
Projects value
Leverage

Expenditure	Recipient	Project cost	Amount awarded	Award date	
LYN funding	Bradford on Avon Rugby club - Create a Sustainable Legacy for Girls Rugby		£0.00	£0.00	
Youth	294-Characters Stage Company-Connecting Plays	£19,223.00	£725.00	11/05/2016	1
Youth	Street Dance BoA Youth Centre - Groovy Movers	£420.00	£420.00	13/07/2016	2
Health	Our Time Workshops	£6,000.00	£1,000.00	13/07/2016	2
Youth	St Laurence School - Home Field Hire	£24.00	£24.00	13/07/2016	0
Youth	309-The Last Baguette Theatre Company	£4,865.00	£495.00	13/07/2016	0
Older people	BoA TC Rm Hire Sell off Event Inv. 3048	£151.80	£151.80	30/09/2016	0
Youth	Young BoA - Special ABM - Refreshments	£236.21	£236.21	09/11/2016	0
Older people	BoA St Margarets Hall Staying Put Event	£115.20	£115.20	31/10/2016	1
Youth	342 Relate Mid Wiltshire - Relateen Counselling Project	£24,655.00	£5,000.00	09/11/2016	0
Youth	331-BoA WYAP Dance Classes (Internal Journal)	£4,248.00	£4,251.00	09/12/2016	0
Youth	LYN Meeting Refreshments - 11 Oct	£12.79	£12.79	11/10/2016	2
Youth	Inv. SI-C023-100182896 Junior Swimming	£500.00	£500.00	00/00/16	0

Area Board Projects and Councillor Led Initiatives Application Form 2016/2017

To be completed by the Wiltshire Councillor leading on the project

Please ensure that you have read the Funding Criteria before completing this form

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details

Area Board Name	Bradford on Avon Area Board		
Your Name	Councillor Magnus Macdonald		
Contact number	07889 811589	e-mail	magnus.macdonald@wiltshire.gov.uk

2. The project

Project Title/Name	Dementia Friendly Bradford on Avon
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<p>The Bradford on Avon Dementia Action Alliance at its meeting on 2 March 2017 finalised a programme of work for Dementia Awareness Week on 14-20 May to include:</p> <ul style="list-style-type: none"> - Dorothy House: hospice visits; a play about early-onset dementia; and a Dementia Friends information session - Wiltshire Heights Care Home: a Virtual Dementia Tour (or "Tardis") which simulates the sensation of living with dementia, plus Dementia Friends Information Session - Wiltshire Music Centre: a Cake Concert for those with dementia and their carers plus a Tea Dance (later this year) - Holy Trinity Church: the launch of a new memory café - "Trinity Café" - for those with dementia, their carers and others who are socially isolated. <p>Publicity for this work will include stickers, posters, booklets and a press launch.</p> <p>A small grant scheme will be offered to encourage businesses, restaurants, pubs, public venues etc. to instigate dementia friendly improvements to their operations.</p>

Where is this project taking place?	Across the Bradford on Avon community area
When will the project take place?	Dementia Awareness Week 14- 20 May 2017 and beyond
What evidence is there that this project/activity needs to take place/be funded by the area board?	The Bradford on Avon Area Board has set aside £ 5,000 to deliver on its commitment to make Bradford on Avon a Dementia Friendly Community. This contributes to the investment by other partners - including the Health Partnership and, Dorothy House - and to sponsorship received from Wiltshire Heights and Sainsburys.

How will the local community benefit?	Dementia is ticking time bomb in our society. There are 850,000 people with dementia in the UK, with numbers set to rise to over 1 million by 2025. This will soar to 2 million by 2051. Approximately 225,000 will develop dementia this year, that's one every three minutes. 1 in 6 people over the age of 80 have dementia. There is no cure for dementia so, as our society ages, we must learn to live with growing numbers of frail elderly people with dementia. Services such as singing for the brain, memory cafes, dementia friendly cinema screenings and concerts will help those with dementia and their carers to live better lives.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	See above.		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Dementia services are a key aspect of the NHS Locality Plan and of the duties of the Council under the Care Act.		
What is the desired outcome/s of this project?	To increase education and awareness among the public and businesses of dementia and to help us build a dementia-friendly community to help those affected.		
Who will be responsible for managing this project?	Claire Thomas, Alzheimers Support and Peter Dunford, Wiltshire Council		
3. Funding			
What will be the total cost of the project?	£ 6,500		
How much funding are you applying for?	£ 5,000		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
	Dorothy House		£ 500
	BoA Health Partnership		£ 500
	Wiltshire Heights Care Home		£ 500
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	Wiltshire Music Centre Holy Trinity Alzheimers Support		
4. Declaration – I confirm that...			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Magnus Macdonald			Date: 27 February 2017
Position in organisation: Chairman, Bradford on Avon Area Board			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

DEMENTIA FRIENDLY CONCERTS & TRAINING IN BRADFORD ON AVON

We would like to offer local people living with dementia and their carers the opportunity to attend two special events at Wiltshire Music Centre. This is a brand new area of work for the Centre with ties in with the National Dementia Strategy to raise awareness and understanding, and to provide high quality opportunities for people to *live well with dementia* for the rest of their lives. Through the following events we aim to become a more 'dementia aware' venue and provide opportunities for those living with the symptoms. To support Dementia Awareness Week 2017, we would like to offer the following:

- **Training on how to be a 'Dementia Friend', delivered by the Alzheimer's Support team** for Wiltshire Music Centre staff, volunteers and the public. Our aim is to become more dementia aware and to have a better understanding of some of the challenges faced by those living with the illness. We would like to deliver this in March 2017 with a repeat session in the Autumn if successful.
- **A Cake Concert by musicians from the Bournemouth Symphony Orchestra (BSO)** as part of Dementia Awareness Week 2017. The BSO have run this type of concert especially for older people and those living with dementia in many venues over recent years to great success, and it is a tried and tested model. The concert will take place in the Music Centre's informal Bar area, with a live performance by some of the UK's best classical musicians and enjoyable tea and cake. The relaxed nature of performance and audience interaction allows for involvement and enjoyment by those living with dementia. Staffing will be provided by those who have attended the dementia awareness training in March.
- **Tea, Cake, Music and Dancing! A Tea Dance by musicians from the BSO.** We would like to host a lovely opportunity for those living with dementia to hear tangos and waltzes, jive and jazz with live dancing. This again will be delivered by experienced members of the BSO and those attending will have the opportunity to keep fit and have fun in way which is comfortable and appropriate for them. This is planned for Autumn 2017.



BSO project work

The BSO hosts regular Tea Dances which bring together not just couples who enjoy dancing, but also gives those who are isolated the opportunity to make new friends with the bonus of being able to dance with like-minded people. The aim is to reach every person in the room with some familiar songs and encourage them to sing along or do some gentle movement.

"It has been amazing to see the effect that music has on residents – rekindling memories – creating different moods – from upbeat show songs to war songs to opera arias – each home visit/performance has been engaging, fulfilling and at times incredibly moving" Kevin Pritchard, BSO Horn

Our aims:

- To offer those living with dementia, and their carers the opportunity to attend relaxed concert experiences close to home. Attending other seated performances in a dark auditorium can sometimes be challenging, and we believe that live music should be accessible to everyone. In 2012, 6,538 people in Wiltshire were living with dementia. It is estimated that this will increase by 27.8% in 2020.

- To become more 'dementia aware' in the community and to develop a sustainable strand of work that supports those living with the symptoms of dementia, and their carers. 'Living well with dementia' includes establishing dementia friendly communities and therapeutic activities.
- To use the power of music to support wellbeing.
- To develop our partnerships with Bournemouth Symphony Orchestra and Alzheimer's Support to deliver high-quality events and opportunities in Wiltshire going forward.

Research increasingly shows that music helps to unlock memories, suggesting that music can reach areas of the brain that other communication methods cannot, prompting memories even for those who are far on their journey. It provides an important way for them to connect with others and to communicate, especially for those who no longer speak. It can provide a transformational effect, improving moods, reducing anxiety, encourage sleeping, eating and drinking – Age UK

When diagnosed with dementia, people often withdraw from normal social activities and quickly become isolated - this is especially true in rural Wiltshire, and can be caused by a combination of a huge loss of confidence, difficulties communicating, withdrawal of driving license, poor transport links and a lack of funds. To be able to once again engage in meaningful activity together... to explore some of the individual issues through shared activity can indeed restore lost connections and discover long dormant ones. New friendships and support networks are forged – Wiltshire Dementia

Partnerships

We would like to work with the Bournemouth Symphony Orchestra to deliver the concert and tea dance. The BSO has developed a reputation as one of the UK's major orchestras with a remit to serve the South and South West of England. It has worked with many of the world's leading composers, conductors and performers and has a specialist and tried and tested music programme for people living with dementia and their carers.

Alzheimer's Support is a registered charity founded in 1990 in response to a locally identified need for support for people with dementia and their family carers. The charity supports people living at home with mild to moderate dementia, helping them to maintain as much independence and control over their lives as possible. We will take advice on the best way to engage with an audience and promote the events, and also speak to other local groups including Wiltshire Heights and Music for the Brain who are delivering similar work. Continuing our ethos of providing the highest calibre musical experience for all possible audiences, Wiltshire Music Centre is keen to develop this work and these partnerships in order to reach those made vulnerable by the onset of Dementia.



BSO Tea Dance at another venue

We will also be speaking to Wiltshire Heights and our Music for Memory group at WMC to spread the word and grow awareness of the activity.

Funding

The total cost of delivering the programme will be £2,738. Of this we anticipate £500 of ticket income for the events. We are currently seeking support towards our anticipated shortfall of £2,238 and are speaking to local groups including the Freshford and Limpley Stoke Community Association. If we raise £1,100 of this we can ensure that both the awareness training and first Cake concert can go ahead.

Dementia Friendly		
Budget		
Expenditure	Detail	Cost (£)
Artist fees	£600 Cake Concert, £600 Tea Dance	1,200
Venue hire and staffing	Day rates and Event Managers	682
Marketing of events	Print and postage	200
Irrecoverable VAT		240
Management fee	20% - all project management and administration	416
Total expenditure		2,738
Income	Detail	
Ticket sales	£5 per person per event. Anticipated 50 at each.	500
Total income		500
Shortfall		-2,238

Dementia Friendly Bradford on Avon Steering Group
Note of meeting on Thursday 2 March 2017 at Wiltshire Music Centre

Present

James Colquhoun, resident (Chairman)
Claire Thomas, Alzheimers Support
Councillor Magnus Macdonald and Peter Dunford, Bradford on Avon Area Board
Alan Docherty and John Berridge, Carers Support Wiltshire
Joanna Abecassis, Rector, Holy Trinity Church
Peter Hardman, carer/ resident
Michael Darlow, Seniors Forum/ Healthwatch/ RUH
Ruth Randall, Bradford on Avon and Melksham Health Partnership
Penny Ford, resident/ Alzheimers Society
Karl Bevis and Camilla Johns, Wiltshire Music Centre

Apologies

Amanda Brookes, BoAMHP
Louise Clapton, Dorothy House

1. Welcome to Wiltshire Music Centre

Karl Bevis introduced himself in the new role of Head of Creative Learning. His focus is to broaden the appeal of the WMC to new audiences through partnerships with schools and target groups including those with learning disabilities and dementia.

Camilla Johns is in charge of communications, marketing and fundraising for the WMC.

2. Proposal for Dementia Friendly Concerts and Training

KB explained that the aim is to make the WMC a dementia friendly music venue, although this would take time. This work would require adaptations to the building, a review of the online booking system, the regular programming of dementia friendly events, together with a programme of staff training.

A funding proposal in support of Dementia Awareness Week was presented to the steering group. This included a proposed "Dementia Friends" awareness session for WMC staff, volunteers and the public in late March/ early April and a "Cake Concert" on 18 May by musicians from the Bournemouth Symphony Orchestra.

The BSO have run this type of concert especially for older people and those living with dementia in many venues over recent years to great success, and it is a tried and tested model. The concert will take place in the Music Centre's informal Bar area, with a live performance by some of the UK's best classical musicians and enjoyable tea and cake. The relaxed nature of performance and audience interaction allows for involvement and enjoyment by those living with dementia. Staffing will be provided by those who have attended the dementia awareness training.

In Autumn 2017 it is proposed to hold a Tea Dance by musicians from the BSO which should be a lovely opportunity for those living with dementia to hear tangos and waltzes, jive and jazz with live dancing. This again will be delivered by experienced members of the BSO and those attending will have the opportunity to keep fit and have fun in way which is comfortable and appropriate for them.

The BSO hosts regular Tea Dances which bring together not just couples who enjoy dancing, but also gives those who are isolated the opportunity to make new friends with the bonus of being able to dance with like-minded people. The aim is to reach every person in

the room with some familiar songs and encourage them to sing along or do some gentle movement.

Steering group members were happy to support these proposals and to promote the activities through their networks and at events such as Singing for the Brain and the Memory Café.

ACTION: The Steering Group recommends to the Area Board approval of a grant of £2,000 to the WMC to deliver these dementia friendly events

3. Minutes of meeting of 12 January 2017

Minutes approved.

The Health Centre has agreed to support the launch of a new memory cafe at Holy Trinity Church during Dementia Awareness Week on Friday 19 May. The “Trinity Café” will be open to individuals with dementia, their carers and others who are socially isolated. It is hoped to book the singing group “Songs of Yesteryear” for the launch event. If successful a regular café will operate at the church from September on a monthly basis, at 2 week intervals to the existing memory café at the Dog and Fox pub.

ACTION: The Steering Group recommends to the Area Board approval of a funding application from Holy Trinity Church for £ 1,000 start up costs for the Trinity Café to cover materials and other capital expenditure.

4. Programme of work:

- i) DF Champions group – is a useful group to co-ordinate activities but has not met recently. **ACTION: Claire to call a meeting**
- ii) Awareness sessions – sessions planned in the run up and during Dementia Awareness Week at the Wiltshire Music Centre for staff and volunteers; at the Tourist Information Centre for staff and volunteers; at Dorothy House; at Wiltshire Heights Care Home; and for members of BoA Business. The opportunity was raised to influence new councillors coming into post after the local elections in May. **ACTION: Penny willing to run an awareness session for new councillors during Dementia Awareness Week on the evening of Tuesday 16 May, details to be confirmed. ACTION: Claire to run session for BoA Business (separate to above?)**
- iii) Register of dementia services – in addition to the information at www.yourcareyoursupportwiltshire the integrated team at the surgery provides information through its website. A new post of “Dementia Navigator” will work alongside the Care Co-ordinator to help refer clients to dementia services as appropriate. It was agreed this action point had now been achieved.

5. Safe Places - implementation

The aim of the project is to establish a network of safe places across the town, somewhere to provide a safe environment for people who may require some additional support when out and about in the community. If someone is confused, lost, feels unwell or threatened the Safe Place can offer a listening ear, somewhere to sit down, maybe a cup of tea, and help to

make a phone call if needed. This initiative will support those with dementia but also a wider number of vulnerable individuals.

Thomas, Louise Clapton and Peter Dunford spent a morning visiting businesses and services in the town to recruit interest and have been met with a largely positive response. The network could include the Library, Swimming Pool, Town Council/ Tourist Information Centre, Wiltshire Music Centre, The Hub, Silver Street Pharmacy, Dorothy House shop, Co-op and Sainsburys supermarkets.

ACTION: Claire/ Peter/ Louise to follow-up visits with formal designation of a network of Safe Places ahead of Dementia Awareness Week.

6. Dementia Friendly Communities Forum, 28 February 2017 – report back

Claire, Peter, Michael, Louise all in attendance. It was useful to hear the good practice and perspectives of others across Wiltshire and particularly powerful to hear the real-life experiences from a carer of a patient with early onset dementia.

Nearly all communities in Wiltshire are now on the road to becoming dementia friendly communities, many have set up dementia action alliances, launched safe places, recruited Dementia Friends, and have ongoing programmes of education and awareness. The Dementia Aware Project run through Alzheimers Support ends in August 2017, after which Claire Thomas will be redeployed onto other work at AS.

7. Dementia Awareness Week, 14-20 May 2017 – final arrangements

Monday 15 May: Dorothy House hospice visits; a play about early-onset dementia; Dementia Friends information session

Tuesday 16 May: Dementia Friends Information Session for new councillors

Wednesday 17 May: Virtual Dementia Tour at Wiltshire Heights (for professionals and schools)

Thursday 18 May: Virtual Dementia Tour at Wiltshire Heights (for general public) plus Dementia Friends Information Session; Cake Concert at Wiltshire Music Centre

Friday 19 May: Trinity Cafe at Holy Trinity Church

8. Publicity and Promotion

A draft booklet entitled “Making Bradford on Avon Community Area Dementia Friendly” was circulated, based on an example used in Tidworth, which was agreed to be a useful addition to the awareness campaign.

ACTION: Claire to amend and print copies of the booklet ahead of Dementia Awareness Week

Designs for a sticker were circulated. It was agreed to go for the design with blue and yellow forget-me-nots on a white background. Words “We are Dementia Friendly” with branding “Dementia Friendly Bradford on Avon”. Sizes 4 inch x 4 inch and 6 inch x 6 inch. The cost for these are approx. £235 for 100, £261 for 150 (+ VAT) printing, plus design costs.

ACTION: Peter and James to meet with printer Mark Samouelle to finalise ahead of Dementia Awareness Week

ACTION: The Steering Group recommends to the Area Board approval of a grant of £1,000 towards design, printing and other capital expenditure for the campaign.

The idea was discussed for a formal “press launch” of Dementia Friendly Bradford on Avon. This could be during Dementia Awareness Week with stickers, posters and leaflets distributed and safe places launched. This would probably be tagged on to another event to ensure efficient use of resources.

ACTION: James/ Claire/ Peter to prepare press release and publicity materials for agreement by email, before the next meeting.

9. Funding Proposal to Area Board

The Bradford on Avon Area Board has set aside up to £ 5,000 capital funding to deliver on its commitment to make Bradford on Avon a Dementia Friendly Community.

A grant application will be submitted to the board when it next meets on 8 March to confirm the funding recommendations (above):

Cake Concert and Tea Dance at WMC	£ 2,000
Trinity Café start up costs	£ 1,000
Stickers, booklet, posters, design and print	£ 1,000
Small Business Grants	£ 1,000 (Post Meeting Note: This proposal was suggested in discussions between Peter and Claire as a way to encourage businesses, restaurants, pubs, public venues etc. to instigate dementia friendly improvements

10. **Date of Next Meeting:** Tuesday 9 May at The Hub@ BA15 in Church Street (venue and time TBC)



Reference no
Log no
For office use

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To be completed by the Wiltshire Councillor leading on the project
Please ensure that you have read the Funding Criteria before completing this form
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details			
Area Board Name	Bradford on Avon		
Your Name	Magnus Macdonald		
Contact number	07889 811589	e-mail	magnus.macdonald@wiltshire.gov.uk
2. The project			
Project Title/Name	Living Well Project		

<p>Please tell us about the project /activity you want to organise/deliver and why?</p> <p><i>Important: This section is limited to 900 characters only (inclusive of spaces).</i></p>	<p>Following discussions in 2016 with Age UK Wiltshire both Bradford on Avon Town Council and the Bradford on Avon Area Board agreed to commit funds towards the costs of an “Older Persons Coordinator” post to help support older people in the community in conjunction with local volunteers and the operations of The Hub in Church Street.</p> <p>The original proposal was put on hold due to re-organisation at Age UK and to consider a different model that has been working successfully in Salisbury. The “Living Well” model has an Age UK Health and Well Being worker who works as part of a multi-disciplinary team for Elder Care within the Health Partnership. This joint approach enables all the professionals within the Elder Care team to collaborate, share information and discuss relevant support for the older person. The Health and Well Being worker is able to complement the work of the Care Coordinator as originally envisaged and this proposal builds on that idea.</p> <p>The Health and Well Being Worker takes referrals directly from the Health Partnership and initially contacts people by ‘phone if possible and then if appropriate, follows up with a home visit. A guided conversation takes place with the older person that focuses on their individual needs and preferences. This model means an older person receives a personalised programme of care and support that holistically addresses practical, physical and emotional needs. A plan is drawn up and agreed with the older person and then local volunteers will be asked to support them to take this forward. Typically plans are short term, focus on re enablement and re connection to community support.</p> <p>While the worker will be office based at the St Margaret’s Surgery they will also work from The Hub in terms of recruiting, training and supporting local volunteers. They will utilise the processes and structures that Age UK Wiltshire already has in place to ensure that volunteers are properly checked and supported. This will help build The Hub to become a centre for volunteering in Bradford on Avon as a range of volunteer roles will be developed to support older people.</p> <p>The aim of the Living Well approach is to have more efficient use of Primary Care resources and reduce admissions but most importantly to ensure that older people are receiving the support and care that promotes their well-being and capability to remain as healthy as possible, for as long as possible.</p> <p>Working with Primary Care Services with the Living Well model increases the ability to reach the ‘hard to reach’ group who are more likely to utilise Primary care as a first stop; identify gaps in provision of both statutory and voluntary services and so help them improve and increases the knowledge and understanding of the range of issues facing local, vulnerable, older people.</p> <p>Evidence will be collected and collated by Age UK Wiltshire, that can be reported to and reviewed with all partners, that will look at the outcomes of the project.</p>
<p>Where is this project taking place?</p>	<p>Across the Bradford on Avon community area, as served by the Health Partnership</p>
<p>When will the project take place?</p>	<p>A 2 year pilot project, 2017-2019</p>

What evidence is there that this project/activity needs to take place/be funded by the area board?

As has been reported in the media, health and social care services are under intense pressure nationwide, and this is also true in Bradford on Avon where we have an above-average proportion of vulnerable elderly residents requiring medical and care support.

This project will deliver additional support to the Care Co-ordinator and the integrated team at the GP surgery, helping to join up work with the social care team at the Council and engaging volunteers from the community in this work.

The “Living Well” project is a model of good practice to which the Health Partnership and the Town Council have committed resources over a 2 year period. The Health and Wellbeing Sub Group of the Area Board have strongly recommended this support be matched by the Area Board as a 3-way funding arrangement.

Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	Support for the health and wellbeing of our vulnerable elderly population is a priority for the Area Board, as expressed through the outcomes of the recent Joint Strategic Assessment exercise.		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	The project supports the priorities within the NHS Locality Plan and the views expressed by the Bradford on Avon Seniors Forum.		
What is the desired outcome/s of this project? New resources and an improved integration between the NHS, Wiltshire Council and the voluntary sector on health and social care.			
Who will be responsible for managing this project? Amanda Brookes, Locality Manager, Bradford on Avon and Melksham Health Partnership.			
3. Funding			
What will be the total cost of the project?	£ 18,000 in 2016/17 and again in 2017/18		
How much funding are you applying for?	£ 6,000 from Health and Wellbeing budget		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
	BoA/ Melksham Health Partnership		6,000
	Bradford on Avon Town Council		6,000
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	Age UK Wiltshire		
4. Declaration – I confirm that...			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified			
<input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Councillor Magnus Macdonald			Date: 27 February 2017
Position in organisation: Chairman, Bradford on Avon Area Board			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

JOB DESCRIPTION

Living Well Project Worker

1. JOB DETAILS:	Job Title: Living Well Project Worker
	Reporting to: TBC
	Place of work: Local Age UK Wiltshire Office &/or GP surgery
	Working Hours: 35hrs week; Mon-Fri
	Remuneration: £22,500 pa

2. JOB PURPOSE:

Work as part of a team to help and support older people that have been identified through GP surgeries to access services in the community to achieve the best possible quality of life and independence for that individual by providing and ensuring:

- holistic care planning and co-ordination of input from different professionals
- information/advice to individuals about a range of services to promote health and wellbeing to maintain independence within communities
- That whilst improving an older persons Well Being any opportunity to reduce demand for statutory services is taken, particularly the avoidance of hospital admissions, residential care placements and GP referrals.

3. MAIN DUTIES AND RESPONSIBILITIES:

1) Enabling access to local services, including personalisation support:

- Work with multi-disciplinary team for people with older people, their families and carers.
- As a team member you will support the provision of person-centered conversations with the person about their needs, leading to a holistic care plan of support. This may include offering advice to clients and carers to manage practical tasks through a problem solving approach; signposting to appropriate services (e.g. equipment and adaptations which meet peoples' needs and reduce risk where possible), connecting people with the appropriate support services in the community (e.g. voluntary services).
- Develop knowledge of local services to enable the individual to access a range of services to meet their needs.
- Where affordability is a barrier to engagement, supply basic information on relevant benefits and refer on for more in-depth advice where required.
- Ensure individuals are engaged and connected with their local community and other organisations to make best use of resources.
- Help people access community care assessments as well as carers assessments, where potentially eligible; following up to ensure the process is going smoothly and have knowledge of outcomes.

2) Supporting and supervising Living Well volunteers

- You will be taking responsibility for supervising and supporting volunteers to assist older people, as part of the holistic intervention offered by Living Well Programme.
- Providing support to volunteers ensuring that appropriate work and reporting information happen in a timely and professional manner

- Working with and providing support and training to volunteers to enable individuals to pursue their interests or hobbies. For example liaising with volunteers to escort individuals to their preferred activity.

3) Co-ordination and integration:

- Actively participate in practice level multi-disciplinary team meetings.
- Liaise with a range of multi-disciplinary professionals who are involved in a persons' welfare, ensuring a smooth and coordinated approach, especially where multiple agencies are involved.
- Support the management of care and support to avoid unnecessary hospital admissions, residential care placements and unnecessary GP referrals.
- Identify when there is a need for urgent action or for a step-up in care and alert the relevant professional(s)

4) Record keeping and project evaluation:

- The role will be required to carry out reports and updates, written, online and verbal, into database systems and up-line to Line Manager to support client goals and their changing needs/risks as well as meeting the Age Wiltshire requirements.
- Ensure accurate, timely and effective data recording for all volunteer input, guided conversations and any client data pertaining to the holistic wellbeing of individuals, staff and volunteers.
- Contribute towards the development of the project, attending meetings and doing presentations as requested
- Identify opportunities and gaps in services; feeding back information on this as well as service quality and accessibility to line management.

5) General responsibilities:

- Contribute to the wider aims and objectives of the organisation.
- Take part in Age UK Wiltshire events and activities as agreed.
- To attend regular supervision sessions and annual appraisals with line manager to provide feedback and enhanced future planning and direction.
- To attend staff meetings, training courses and other meetings as required.
- To comply with Age UK Wiltshire policies with particular regard to Equal Opportunities, Health and Safety and Confidentiality.
- To be committed to Age UK Wiltshire policy and procedures on keeping adults safe from abuse, ensuring that all alleged abuse is reported to a Senior Manager and that safeguarding is embedded in all decisions and actions.
- To show flexibility and a willingness to cover for other staff.
- To carry out any other duties as may be reasonably required from time to time.

Living Well Worker Person Specification

Experience	1. Experience of working in health, social care or information and advice, in direct contact with people, families and carers in a paid or voluntary capacity
Experience Skills and Knowledge	2. Experience of working with health and/ or social care professionals at a variety of levels either in health, statutory, voluntary or independent sector. 4. Understanding of issues affecting older people, particularly vulnerable and socially isolated and abilities to communicate in a sensitive way.
Skills and Knowledge Other	5. Ability to work in a person centred way to identify and address the needs of people living with health and social needs and formulate support plans. 6. Abilities to motivate and support individuals with needs to engage in new activities and service to maintain or improve quality of life. 7. Excellent interpersonal and team leadership skills with abilities to support and motivate staff and volunteers. 8. Excellent planning and organisational skill 9. Proactive, able to work alone using own initiative as well as coordinating a team of volunteers. 10. Excellent communication skills, both verbal and written; able to supply reports as required. 11. Computer literate, able to use Microsoft packages, email, the internet, web searches and databases 12. Understanding of quality systems and abilities to ensure collection of electronic data efficiently in order to provide statistical evidence for analysis. 13. Knowledge of local services and support available to older people; problem solving abilities to support client to achieve independence 14. Understanding of Confidentiality policy and practice 15. Understanding of and commitment to Equal Opportunities Policy and practice 16. This post requires someone with a professional and compassionate outlook, able to be supportive while being clear on boundaries.
Other	17. Flexibility, stamina and an ability to work across organisational boundaries and agencies including health, voluntary and statutory organisations 18. Tactful and diplomatic, able to build relationships with people from a wide range of backgrounds. 19.. This post is subject to a check through the disclosure and barring service

1 FTE Living Well Worker + AUKW Vol Cohort	
Indicative Costs	
(Part Time = Pro rata)	
Salary	21,000
17.5% salary Tax & NI	3,675
5% employers pension	1,075
Direct Operational Costs	25,750
Travel expenses (inc Vols)	1800
Telephone & Mobile	Incl
Computer IT Maintenance	Incl
Publicity & postage	Incl
Training	Incl
Total	£1,800
AUKW Organisational Support	4,800
Inc. DBS, Vol Recruitment, National Support, Premises, etc. Management	
Capital costs	
ICT (incl. licenses etc.)	1,000
TOTALS	£33,350

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1. Contact Details

Area Board Name	Bradford on Avon		
Your Name	Councillor Magnus Macdonald		
Contact number	07889 811589	e-mail	magnus.macdonald@wiltshire.gov.uk

2. The project

Project Title/Name	River Crossing Feasibility Study – community engagement		
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<p>The River Crossing Feasibility Study has been under development between the funders – the Area Board and the Town Council - for some time now. Discussions have been held with a range of stakeholders and professionals but the next step is to engage the community in this work.</p> <p>As a first stage engagement exercise our consultants, LA Box, have framed an “interactive survey” to gather views on current behaviours, asking questions such as: Where do you usually cross the river? How could that be improved for pedestrians?</p> <p>As part of the survey, the public will be asked to mark the origin and destination of their journey showing where they currently cross the river, using screws and coloured copper wire to mark the route. This will create a pictorial image of pedestrian desire lines. There will also be an online survey for those unable to attend the exhibition.</p> <p>The costs of staging the exhibition will cover capital expenditure for: Printing and mounting, Timber frame and screws, Copper wire mixed colours, Mini bridge construction, Inkjet clear printer acetate film OHP sheets, Diagonal cutting pliers.</p>		
Where is this project taking place?	In the Coach House at The Swan Hotel. Also in the foyer of St Laurence School (dates to be advised).		
When will the project take place?	Friday 10th March (1pm till 7pm) and Saturday 11th March (10am till 5pm)		
What evidence is there that this project/activity needs to take place/be funded by the area board?	This community engagement exercise is a key activity within the Feasibility Study. These capital costs should be covered by the Area Board over and above the modest consultancy costs paid to commission the project.		

How will the local community benefit?	The need to improve pedestrian access and safety in Bradford on Avon was a major finding from the results of the resident survey commissioned by Michelle Donelan MP and is a key issue raised in the Neighbourhood Plan for Bradford on Avon. How to make the town centre more “user-friendly” to pedestrians has been the subject of recent talks between the Town Council and the Wiltshire Council Highways department.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	Yes, see above.		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Yes, see above.		
What is the desired outcome/s of this project? Community Engagement at the heart of the feasibility study.			
Who will be responsible for managing this project? Sarah Gibson, LA Box Design			
3. Funding			
What will be the total cost of the project?	£ 1,064.05		
How much funding are you applying for?	£ 1,000		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
		0	
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	LA Box Limited		
4. Declaration – I confirm that...			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Magnus Macdonald		Date: 27 February 2017	
Position in organisation: Chairman, Bradford on Avon Area Board			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			



Reference no
Log no For office use

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1. Contact Details

Area Board Name	Bradford on Avon		
Your Name	Councillor Magnus Macdonald		
Contact number	07889 811589	e-mail	magnus.macdonald@wiltshire.gov.uk

2. The project

Project Title/Name	Town Centre Benchmarking and Signage Audit
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<p>Town Centre Benchmarking provides a comprehensive portrait of the commercial life of a market town and involves gathering and analysing data on Key Performance Indicators within a designated town centre area.</p> <p>This is a specialist area of work previously provided by the organisation Action for Market Towns, and now continued by People and Places Insight Limited, whose methodology has now been used in 300 locations across the United Kingdom. They are also specialists in providing wayfinding and town centre access reviews</p> <p>The information collated would assist both the Town Council and the business community of Bradford on Avon to gather performance management information prior to developing evidence based action plans for the town.</p> <p>Importantly it has the potential to provide information in the following areas:</p> <ul style="list-style-type: none"> • a review of town centre performance in a specific year • year on year analysis of town centre performance • a tool to identify the strengths, weaknesses and opportunities for improvement in town centres • an evidence base to develop, deliver and evaluate regeneration projects • a review of clusters of towns to ascertain high performers / under achievers • to understand localities in a regional and national context <p>In addition to the Benchmarking project, the Wayfinding review could be undertaken and be broken down into four main elements:</p> <ul style="list-style-type: none"> • assessment of approach, signage and car park access by road • assessment of pedestrian signage • summary of itemised recommendations for physical access and signage improvement • first time visitor review report all with photographic evidence

Where is this project taking place?	Bradford on Avon and its town centre
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When will the project take place?	Spring 2017
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What evidence is there that this project/activity needs to take place/be funded by the area board?	<p>The project will provide important data to help us understand the dynamics of how the town centre currently functions and will support future efforts to promote the town for business and tourism purposes.</p> <p>Signage is an important aspect of accessibility and navigability within the town; the audit will provide a baseline for improvements to signage to help improve the visitor experience of the town.</p>
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How will the local community benefit?	The community will benefit as, it is hoped that, the town centre will be strengthened by retaining and attracting investment in new jobs, shops and services. Visitor spending on goods and services will enhance the economy and cultural vitality of the town.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	This projects supports efforts to promote the town centre, business, tourism and spending in the local economy.		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	This project supports the objectives of the Bradford on Avon Neighbourhood Plan and the priorities for Wiltshire Council emanating from the Joint Strategic Assessment for Bradford on Avon.		
What is the desired outcome/s of this project? A robust database of information to support the monitoring, marketing and promotion of the town.			
Who will be responsible for managing this project? Daryl Jones, Tourism and Events Manager at Bradford on Avon Town Council, with reps from BoA Business.			
3. Funding			
What will be the total cost of the project?	£ 3,000		
How much funding are you applying for?	£ 1,500		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
	Bradford on Avon Town Council	1,500	
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	People and Places Insight Limited		
4. Declaration – I confirm that...			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified			
<input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Magnus Macdoanld			Date: 27 February 2017
Position in organisation: Chairman, Bradford on Avon Area Board			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

TOWN BENCHMARKING 2017

BRADFORD ON AVON



February 2017

Mike King

Director

People and Places

01908 776940/ 07788 286337

BACKGROUND

People and Places Insight Limited is an organization with the objective to help renew and regenerate localities from across United Kingdom and the Republic of Ireland. People and Places Insight work with National Government, Local Authorities, Business Improvement Districts, Town Councils, Chambers of Trade, Community and Town Partnerships, Universities and Retailers on a wide range of projects including;

- ❖ Measuring the economic performance of 400 town centres
- ❖ Visitor Satisfaction Surveys
- ❖ Event Footfall Counts
- ❖ Car Parking Strategies
- ❖ Signage Reviews
- ❖ Disability Access Audits
- ❖ Mystery Shopping/ First Time Visitor Views
- ❖ Establishing Town Forums and Networks
- ❖ Establishing a database of 400 Case Studies of Good Practice in Small Towns
- ❖ Partnership Development and Training
- ❖ Policy and Practice Papers for Government.

Mike King is the Director and offers fourteen years' experience in research and regeneration projects in both the public and private sector. Mike is a specialist in town centre performance management and developing evidence based action plans for localities. People and Places are backed by a nationwide team of trained researchers who work alongside Mike conducting fieldwork.

BENCHMARKING

One of the main projects delivered by People and Places is the Town Centre Benchmarking System. Town Centre Benchmarking provides a comprehensive portrait of the commercial life of towns and involves gathering and analysing data on Key Performance Indicators (KPI's) within a designated town centre area. Each of the KPI's has been specifically selected by Town Centre Managers and Research Professionals to ensure that the data collected and collated has the maximum relevance and impact.

Each KPI is collected in a standardized manner as highlighted in the Table below.

KEY PERFORMANCE INDICATOR	DATA COLLECTION METHODOLOGY
KPI : Total number of commercial units	Visual Survey of all ground floor businesses
KPI : Retail by Comparison/Convenience	Visual Survey of all ground floor businesses
KPI : Key attractors / multiple trader representation	Visual Survey of all ground floor businesses
KPI : Number of vacant units	Visual Survey of all ground floor businesses
KPI : Number of markets / traders	Visual Survey of number of Market Stall Traders.
KPI : Footfall	Footfall Survey on Market Day and Non Market Day in up to 3 locations to ascertain normal trading conditions and the impact of the Market.
KPI : Car Parking; Availability and Usage	Audit of all available car parking spaces in the town centre. Audit of vacancy rate on Market Day and Non Market Day. Specific questions on car parking provision, policy and pricing in KPI10 (Business Confidence Survey) and KPI11 (Town Centre Users Survey)
KPI : Business Confidence Survey	Postal Survey/ Hand Delivered/ Emailed survey to all businesses in the retail audit. Distribution at relevant local meetings.

KPI : Town Centre Users Survey	Paper Based copies distributed in key locations. Online survey hosted on as many websites as possible for completion by both town centre users and non users. The survey will route respondent's dependant on whether they visit the town centre or not. With the latter the reasons for not visiting will be asked and what projects and developments would entice a visit.
KPI : Shoppers Origin	Shoppers Origin Postcode Survey attached to the Business Confidence Survey, reviewing areas where customers travel from and identifying patterns of non use.
Additional KPIs	Additional KPI's can be built into the study depending on individual localities needs

The system has now been used in over 300 locations across the United Kingdom and Republic of Ireland. The annual reports are used in an array of manners including;

- ❖ a review of town centre performance in a specific year
- ❖ year on year analysis of town centre performance.
- ❖ a tool to identify the strengths, weaknesses and opportunities for improvement in town centres
- ❖ an evidence base to develop, deliver and evaluate regeneration projects
- ❖ a review of clusters of towns to ascertain high performers / under achievers
- ❖ to understand localities in a regional and national context

Recent studies include;

- ❖ Bury St. Edmunds, Suffolk; where the Car Parking, Business Confidence and Town Centre Users Survey created an evidence base for the creation of free parking after 3pm throughout the town centre.
- ❖ Alresford, Hampshire; where the impact of the weekly market on the town centre was reviewed.
- ❖ Southam, Warwickshire; where the benchmarking review created a project plan of regeneration ideas for the newly formulated Town Centre Partnership to deliver.

One of the benefits of the report is that data on each of the KPI's is presented on the individual town and the town versus;

- ❖ other Benchmarking towns in the region
- ❖ all the other Benchmarking towns nationally. (circa 100)
- ❖ all the other Benchmarking towns of a similar typology

COSTINGS

The following section provides a detailed breakdown of costings for People and Places to conduct the Benchmarking work in Bradford on Avon. Please note that this is a full menu of support where all or a number of the Outputs can be chosen.

BENCHMARKING OUTPUT	
Retail Audit Visual Survey and Data Entry	£200
Footfall and Car Parking Audits and Analysis	£400
Paper Based and Online Town Centre User Surveys	£400
Business Confidence and Shoppers Origin Surveys	£800
Analysis and Report Writing	£400
TOTAL	£2,200

Please note VAT will be added on to the Total

Additional Outputs which incur extra costs include;

BENCHMARKING OUTPUT	
Benchmarking Training Sessions (Open to as many delegates as the client wishes)	£500
Benchmarking Report Dissemination Events (Open to as many delegates as the client wishes)	£200
Additional Footfall Counts- e.g. Saturday, Key Calendar dates such as Events, Festivals, Christmas Holidays, including analysis.	£300

Bradford on Avon

Signage and Wayfinding Review

February 2017

Introduction

People and Places Insight Ltd are an organization whom strive to improve the performance of localities, particularly small and medium sized towns through a series of well used and advanced Town Centre Solutions. People and Places have worked with National Government, Business Improvement Districts, Local Authorities, Town Councils, Community and Town Partnerships and Retailers on a wide range of projects including;

- ❖ Measuring the economic performance of 400 towns via Town Benchmarking
- ❖ Signage and Wayfinding Reviews
- ❖ Footfall Counting
- ❖ Visitor Satisfaction Surveys
- ❖ Car Parking Strategies
- ❖ Mystery Shopping
- ❖ Establishing a database of Case Studies of Good Practice in Small Towns
- ❖ Partnership Development and Training
- ❖ Neighbourhood Planning

Mike King is Directors of People and Places Insight and offer a vast amount of experience in research and regeneration projects in both the public and private sector. The wider People and Places Partnership boast a nationwide team of trained researchers who conduct fieldwork.

In terms of Signage and Wayfinding Reviews, People and Places have recently completed work on behalf of;

- ❖ Bury St Edmunds Business Improvement District
- ❖ Camberley Business Improvement District
- ❖ Henley on Thames Town Council
- ❖ Madeley Parish Council
- ❖ Malvern Hills District Council

Methodology

Access and Signage Review

The task will be broken into four elements;

- i. Assessment of approach, signage and car park access by road including:
 - a. Recommendations on the consistency and clarity of signage along specific routes
 - b. Signage guidelines highlighting signs to be removed, amended or added
- ii. Assessment of pedestrian signage including:
 - a. Identification and recommendations for clear and consistent signage, waymarking and orientation along key pedestrian routes
 - b. Signage and waymarking guidelines identifying key locations where additional information needs to be provided or amendments made
- iii. Summary of itemised recommendations for physical access and signage improvements
- iv. An additional First Time Visitor Review report- completed by one of the Research Team who has never visited Bradford on Avon before. The report is well used in towns looking at tapping into the tourism market, as a first time visitor will identify aspects of the town centre such as signage, car parking, physical appearance, retail offer, public convenience and accessibility which a regular user may not identify.

For all routes within pedestrian signage (map supplied by a client), a photo will be taken and a report will be completed for each individual sign or junction in terms of function, need, proposed changes and priority. The following standard template will be used:

LOCATION:				PHOTO:
TYPE: e.g. Finger Post, Map, Notice board				
VISIBILITY: Is it blocked, size of writing?	Good	OK	Poor	Notes:
FUNCTIONALITY: (Does the sign achieve its goals?)	Good	OK	Poor	Notes:
NEED: (Is the sign needed?)	Yes	No	Moved	Notes:
CONDITION:	Good	OK	Poor	Notes:

The final report will include an Executive Summary, the notes from the Road, Street and First Time Visitor Audits and an Action Plan for moving forward. Suggestions of good practice identified from other locations will offer added value to the report. The tried and tested People and Places Insight methodology provides a concise, systematic, objective and detached final document.

Costings

PROCESS	COST
Site Visits	£400
Final Report	£400
TOTAL	£800

Please note that VAT will be added to the Total.



Reference no
Log no
For office use

Area Board Projects and Councillor Led Initiatives Application Form 2016/2017

To be completed by the Wiltshire Councillor leading on the project
Please ensure that you have read the Funding Criteria before completing this form
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details			
Area Board Name	Bradford on Avon		
Your Name	Councillor Magnus Macdonald		
Contact number	07889 811589	e-mail	magnus.macdonald@wiltshire.gov.uk
2. The project			
Project Title/Name	New tourism brochure for Bradford on Avon		

Please tell us about the project/activity you want to organise/deliver and why?

Important: This section is limited to 900 characters only (inclusive of spaces).

At the Tourism, Heritage & Events Working Group meeting on 13 December 2016, Jim Oribine, Head of Membership at Visit Bath gave an outline on the opportunities that could be afforded to BOA working in partnership to promote visitor dispersal from Bath; the city being an international destination brand. Marketing goals for 2017 include increasing spend across the destination by 5% per annum and spreading visitors throughout the city and wider areas and BOA has a great advantage with this as it is only a 10 minute train journey into the city. Statistics have shown that on average UK visitors stay 2.4 nights and Overseas visitors 4.9 nights.

Accommodation in Bath is expensive and very often at full capacity and they are keen to work with accommodation providers in the hinterland to fill beds outside of the city. They will be addressing group membership packages to support towns, arrangements with the National Trust and event organisers.

It would be possible to rack a BOA DL sized leaflet in the Visitor Centre in Bath and he gave an example of a Wirksworth leaflet recently produced, which BOA could use as a template and suggested a producing 40,000 leaflets prior to Easter for the new season.

He could not rack the BOA Accommodation Guide as it would be a conflict of interest to their members. He explained that the growth in digital awareness, online bookings and travel reviews such as tripadvisor etc was being reflected in the decline of inspection schemes and there was now a move away from this trend especially with younger generation.

He said that BOA was prominent of the Visit Bath website and this was reflected in BOA being ranked 5th on the 'Beyond the City' statistics, the first four being, Cotswolds, Radstock & Midsommer Norton, Bristol & Castle Combe. (He did comment that the Radstock one was probably being confused with Midsomer Murders!).

It would appear to be a priority action to take advantage of the offer to have a BOA leaflet racked in the Bath Visitor Centre and every effort must be taken so now not to miss this important deadline. There is no other leaflet on display relating to BOA.

The design of the leaflet is currently being prepared using the same format of the leaflet recently produced for use at the Visit Wiltshire London Tourism events.

The front will have a picture of BOA with very visible large font at the top that will clearly denote BOA. It will fold in three; with the town map and 8 places of interest in the centre; how to get to BOA information on the back, and the remaining one third fold showing main attractions. There will be no advertising.

Three quotes have been obtained for the following proposal:-

Format 420 x 297 mm Flat

Printing from PDF files supplied 4/4 colours on 115gsm Matt Art

Trim to size, fold as 12pp

Bulk pack in double walled export carton

40,000 Copies

It would be desirable to share the cost of this work, 50% Town Council and 50% Area Board and the results of which would be beneficial in all forward planning activities.

Where is this project taking place?	Bradford on Avon
When will the project take place?	Spring 2017
What evidence is there that this project/activity needs to take place/be funded by the area board?	<p>To be able to promote Bradford on Avon through the Bath Visitor Centre, in this way, is an important marketing opportunity.</p> <p>This project supports the priority given by the Area Board to tourism development and is supported by BoA Business and Visit Wiltshire.</p>

How will the local community benefit?			
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	An enhanced marketing profile for the town will benefit the community, through increased visitor spending on goods and services to support the economy and cultural vitality of the town.		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	This projects supports .		
What is the desired outcome/s of this project?	An enhanced marketing profile for the town at the Bath Visitor Centre .		
Who will be responsible for managing this project?	Daryl Jones, Tourism and Events Manager, Bradford on Avon Town Council		
3. Funding			
What will be the total cost of the project?	£ 800		
How much funding are you applying for?	£ 400		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
	Bradford on Avon Town Council	400	
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	Bradford on Avon Town Council		
4. Declaration – I confirm that...			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Councillor Magnus Macdonald		Date: 27 February 2017	
Position in organisation: Chairman, Bradford on Avon Area Board			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

Area Board Projects and Councillor Led Initiatives Application Form 2016/2017

To be completed by the Wiltshire Councillor leading on the project
Please ensure that you have read the Funding Criteria before completing this form
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details			
Area Board Name	Bradford on Avon		
Your Name	Trevor Carbin		
Contact number	07757 506470	e-mail	trevor.carbin@wiltshire.gov.uk
2. The project			
Project Title/Name	Staverton Reed Beds Environmental Enhancement		
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<p>The reed beds on Staverton Waterside were laid out by the developers partly as flood alleviation when the estate was constructed. More recently they've been neglected and are becoming an eyesore.</p> <p>Using local volunteers and working with Wiltshire Wildlife Trust, the project is to do the initial heavy work so the areas can then be easily managed by the volunteers, so they become of value to wildlife and an asset to the area.</p>		
Where is this project taking place?	Staverton		
When will the project take place?	Spring/summer 2017		
What evidence is there that this project/activity needs to take place/be funded by the area board?	.Would be of value to the community		

How will the local community benefit?	Enhancement of untidy area. Improved facilities for wildlife and vegetation.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	No		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	No		
Is this project supported by the Local Youth Network or Community Area Transport Group? (if it relates to young people or highways and transport)	n/a		
What is the desired outcome/s of this project? Enhanced community facility which can then be easily maintained by volunteers			
Who will be responsible for managing this project? Wiltshire Councillor in association with Wiltshire Wildlife Trust			
3. Funding			
What will be the total cost of the project?	£500		
How much funding are you applying for? Please note that only capital funding is available	£500		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
		0	
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	Wiltshire Council		
4. Declaration – I confirm that...			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified			
<input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Trevor Carbin		Date: 06/02/2017	
Position in organisation: Cllr			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

