

AGENDA

Meeting: SALISBURY AREA BOARD
Place: St Francis Church Hall, Beatrice Road, Salisbury SP1 3PN
Date: Thursday 20 January 2011
Time: 7.00 pm

Representatives from Salisbury City Council
and Laverstock and Ford Parish Council

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

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

Please direct any enquiries on this Agenda to James Hazlewood (Senior Democratic Services Officer), on 01722 434250 or email james.hazlewood@wiltshire.gov.uk
OR

Marianna Dodd (Salisbury Community Area Manager), on 07919 881174 or email marianna.dodd@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

John Brady	Salisbury St Martin's & Cathedral
Richard Clewer	Salisbury St Paul's
Chris Cochrane (Vice Chairman)	Salisbury Fisherton & Bemerton Village
Brian Dalton	Salisbury Harnham
Mary Douglas (Chairman)	Salisbury St Francis & Stratford
Bill Moss	Salisbury St Mark's & Bishopdown
Ricky Rogers	Salisbury Bemerton
Paul Sample	Salisbury St Edmund & Milford

Map enclosed at page 1

Items to be considered	Time
<p>1. Welcome and Introductions</p> <p>2. Apologies for Absence</p> <p>3. Minutes (<i>Pages 3 - 18</i>)</p> <p>To confirm the minutes of the meeting held on 30 November 2010.</p> <p>To include an update from the Chairman on matters arising from the last meeting.</p> <p>4. Declarations of Interest</p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	<p>7.00pm</p>
<p>5. Chairman's Announcements (<i>Pages 19 - 44</i>)</p> <ul style="list-style-type: none"> a. Fair Trade Fortnight b. Public Protection Enforcement Policy c. Leisure Facilities Review d. Dog Control Orders e. Street Trading f. Community Resilience – Town and Parish Council Emergency Plans g. CarShare in Wiltshire 	<p>7.05pm</p>
<p>6. Update from Representatives (<i>Pages 45 - 46</i>)</p> <p>To receive updates from the Salisbury City Council representative and the Laverstock and Ford Parish Council representative, in addition to other partner agencies.</p>	<p>7.10pm</p>
<p>7. Update from Salisbury City Community Area Partnership (SCCAP)</p> <p>To receive an update from the Community Area Partnership, including an update on progress with the Community Plan for the city.</p>	<p>7.20pm</p>
<p>8. Salisbury Housing Matters</p> <p>To receive a presentation from Graham Hogg (Service Director for Housing) on Housing matters relating to Salisbury, followed by a question and answer session.</p>	<p>7.30pm</p>

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| 9. | <p>Car Parking Strategy - outcome of Cabinet decision</p> <p>To receive a brief update from Councillor Dick Tonge (Cabinet Member for Highways and Transport) on the recent Cabinet decision on the Car Parking Strategy, in the context of the discussion at the Area Board meeting on 30 September 2010, resulting in the following resolution:</p> <p style="text-align: center;"><i>Extract from minutes of Salisbury Area Board 30 September 2010:</i></p> <p style="text-align: center;"><u>“Decision</u>
 <i>The Salisbury Area Board draws the attention of cabinet to the importance to Salisbury of its continued economic vitality both as a popular tourist destination and an attractive shopping centre. We are keen to encourage the use of Park and Ride, so that our relatively compact city centre is not full of cars, but we also need to ensure that parking charges for Salisbury as a whole are lower than our competitors.”</i></p> | 7.50pm |
| 10. | <p>Salisbury Primary Care Centre</p> <p>To receive a presentation from Tony Barron (Chairman of NHS Wiltshire) and/or Jeff James (Chief Executive of NHS Wiltshire) on proposed changes in health and community services Salisbury.</p> | 8.00pm |
| 11. | <p>Wiltshire Police Authority</p> <p>To receive a presentation from a member of the Wiltshire Police Authority on the impact of proposed budget savings over the next four years, followed by an opportunity to respond to the consultation.</p> | 8.10pm |
| 12. | <p>Your Local Issues</p> <p>Marianna Dodd (Salisbury Community Area Manager) will report on the progress of the issues recently raised by local people.</p> <p>Detailed information on the progress of individual issues is available on the council’s website. Go to www.wiltshire.gov.uk/areaboards and click on “Track your community issues”.</p> | 8.20pm |
| 13. | <p>Reduced Street Lighting</p> <p>To receive an update from Councillor Richard Clewer on this project.</p> | 8.25pm |

14. **Grants and Funding** (Pages 47 - 92)

8.30pm

a. **Area Board Grant**

To consider whether the Area Board wishes to fund the project as detailed in the report, with opportunities for questions from the public.

b. **Community Area Grants**

To consider applications for Community Area Grants with opportunity for questions from the public

c. **Performance Reward Grants**

To consider whether the Area Board wishes to support and expressions of interest received in relation to this scheme.

15. **Future Meeting Dates, Evaluation and Close** (Pages 93 - 94)

9.00pm

To note the Board's Forward Plan, including details of future agenda items.

The date of the next meeting is Thursday 17 March 2011, 7pm at South Wiltshire Grammar School for Girls, Stratford Road, Salisbury SP1 3JJ.

Future Meeting Dates

Thursday, 17 March 2011

7.00 pm

South Wiltshire Grammar School for Girls, Stratford Road, Salisbury SP1 3JJ

Thursday, 12 May 2011

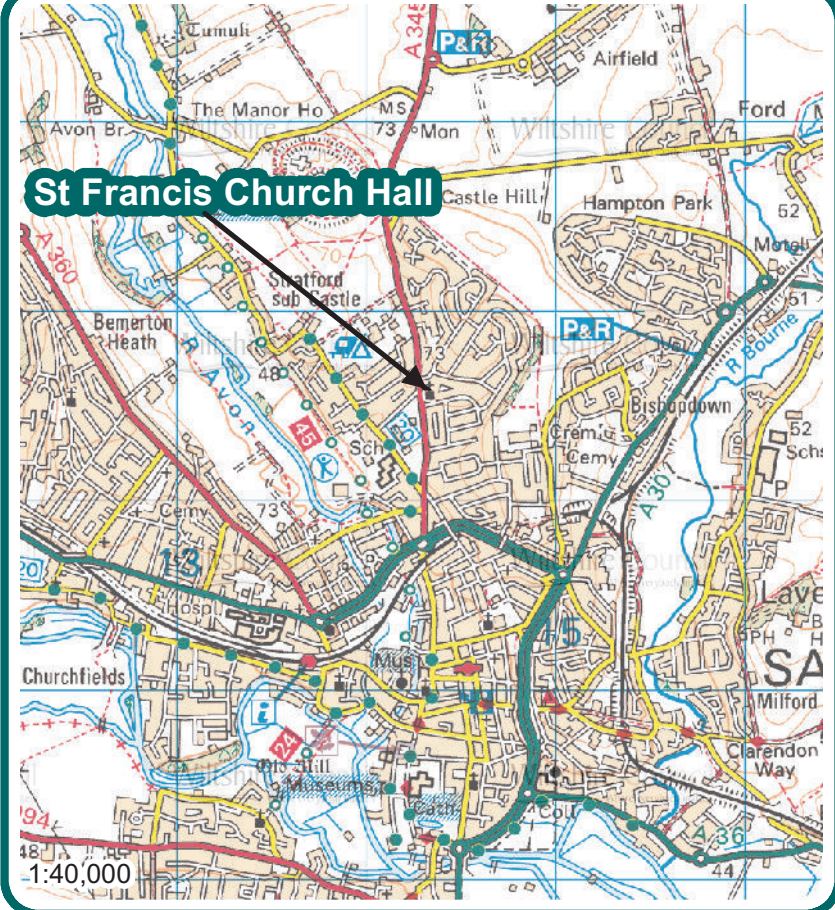
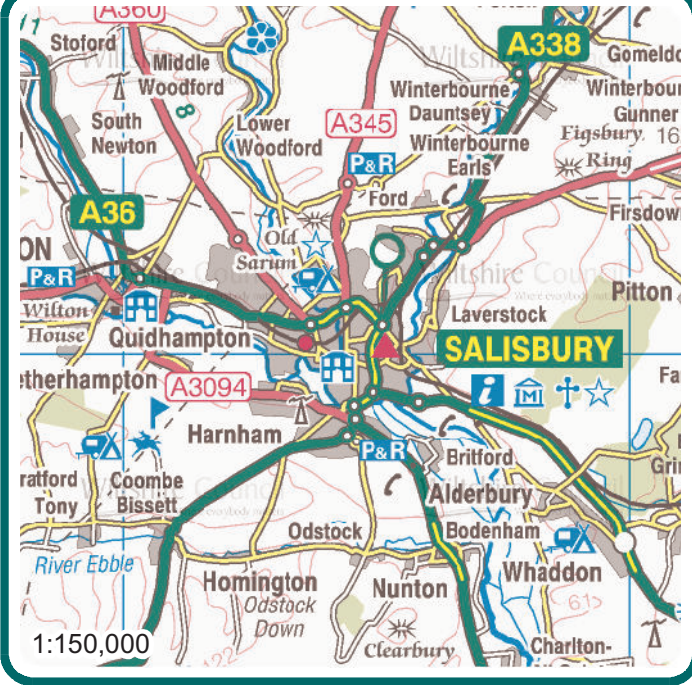
7.00pm

The Alamein Suite, City Hall Salisbury, Malthouse Lane, Salisbury SP2 7TU

Thursday, 14 July 2011

7.00pm

Salisbury Methodist Church, St Edmund Church Street, Salisbury SP1 1EF



St Francis Church Hall
Beatrice Road
Salisbury
SP1 3PN



 Where everybody matters



MINUTES

Meeting: SALISBURY AREA BOARD
Place: Salisbury Methodist Church, St Edmund Church Street, Salisbury
Date: 30 November 2010
Start Time: 7.00 pm
Finish Time: 9.10 pm

Please direct any enquiries on these minutes to:

James Hazlewood (Senior Democratic Services Officer), Tel: 01722 434250 or (e-mail) james.hazlewood@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Mary Douglas (Chairman), Cllr Christopher Cochrane (Vice Chairman),
Cllr John Brady, Cllr Richard Clewer, Cllr Bill Moss, Cllr Ricky Rogers and
Cllr Paul Sample

Wiltshire Council Officers

Marianna Dodd, Salisbury Community Area Manager
James Hazlewood, Senior Democratic Services Officer
Carolyn Johannesen, Communications Account Manager
Graeme Hay, Head of Service - Local Highways and Streetscene (South)

City and Parish Councils

Salisbury City Council – Su Thorpe, Cheryl Hill, John English, Ann Chalke, Annie Child
Laverstock and Ford Parish Council – Liz Dore

Partners

Wiltshire Police – Inspector David McMullin
Wiltshire Fire and Rescue – Mike Franklin
“Our Salisbury” - Salisbury Community Area Partnership (SCCAP) – Debrah Biggs
St Edmunds Community Association – David Humphrys, Mary Stephens, Tony West
Age UK Salisbury District – David Kane

Salisbury Festival – Maria Bota
Salisbury Tenants Panel – Colin Duller
Milford Preservation Group – Alan Hotchkiss
Salisbury Journal – Annie Riddle

Members of Public in Attendance: 17
Total in attendance: 45

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Salisbury Area Board.</p>	
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from:</p> <ul style="list-style-type: none"> • Councillor Brian Dalton • Councillor Keith Humphries, who had been due to attend as the visiting Cabinet Representative • Stephanie Denovan – Wiltshire Council’s Service Director for Schools and Learning • David Law, of Laverstock and Ford Parish Council. 	
3.	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on 30 September 2010 were agreed a correct record and signed by the Chairman.</p> <p>The Chairman also referred to the issue of whether the Community Payback scheme could be used to remove graffiti from privately-owned buildings. This was still being clarified and would be reported to the next Area Board meeting.</p> <p>In relation to minute 11 (Parking Strategy – Results of Consultation) it was reported that the faded lines in Resident Parking Zone A had been repainted during August and September. The signage would also be clarified, and residents would be consulted on whether the scheme should be left as per the current operation or whether the existing Traffic Regulation Order (TRO) should be brought into effect.</p>	
4.	<p><u>Declarations of Interest</u></p> <p>Councillor Ricky Rogers declared a prejudicial interest in agenda item 15c (Community Area Grants) specifically in relation to the application from Life Education Centres (LEC). Councillor Rogers explained that he was the Chairman of the LEC, and as such would leave the room for consideration of the item.</p>	

5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman referred to the following announcements, details of which were set out in the agenda:</p> <ul style="list-style-type: none"> • Adverse Winter Weather – page 19 • Census 2011 – pages 21-24 • Results of Waste Consultation – page 25, plus additional detailed information available at the back of the meeting. • Local Flood protection – page 27-28 • Face-to-face Customer Services – page 29. 	
6.	<p><u>Update from Representatives</u></p> <p>Su Thorpe, Leader of Salisbury City Council, gave an update on behalf of the City Council:</p> <ul style="list-style-type: none"> • The fair at the end of October had gone extremely well, with good turnouts to all events. In particular, the carnival at the end of week was the first carnival in the city for many years, and had been well received and would be repeated. In future years, other organisations would be encouraged to take part, particularly smaller groups. • The events to mark Remembrance Sunday had also been very well attended, as had the Freedom of the Rifles parade, which had been attended by HRH the Duchess of Cornwall. • On 25 November the city's Christmas lights had been switched on by Sally Taylor of BBC South Today. • Ideas for further events were welcomed. • The City Council was approaching its budget-setting period. • Opening hours for the City Council over the Christmas period were available on the website – www.salisburycitycouncil.gov.uk. • The guildhall project was still on time and on budget. City Councillors would be shown the progress on 15 December, with many of the major improvements already completed. <p>Liz Dore of Laverstock and Ford Parish Council confirmed that she had nothing to report to the meeting.</p>	
7.	<p><u>Wiltshire Good Neighbours</u></p> <p>At the Chairman's invitation, Jasper Dorgan Programme Manager for Community First introduced this item and handed over to Helen Lines to explain the Wiltshire Good Neighbours Scheme.</p>	

Helen explained that Wiltshire Good Neighbours was primarily a signposting and information service, designed to help vulnerable people to live independently for longer. Wiltshire was lucky to have a strong voluntary sector in place, however the challenge was to link those in need with the services on offer.

It was hoped that this would empower clients to take control of the choices and decisions about the services they used. This in turn would forge social bonds between the clients and the service providers, preventing social exclusion and improving the quality of life for the older residents of Wiltshire.

The Scheme would be based around Good Neighbour Co-ordinators, who would be paid employees of Community First. These would be local people with an in-depth knowledge of the local community and the services which were on offer locally. They would be contracted to work 10 hours a week and would be the public-facing side of the scheme, by working to become known and trusted in their communities.

The Coordinators would work to identify those in need, by visiting local clubs and by developing awareness of the scheme. They could also offer a service whereby they could visit clients in their own homes to complete a written assessment of their needs and use this to advise on which services may be required.

It was proposed to have 25 Good Neighbour Co-ordinators in place by September 2011, each covering a small cluster of parishes, with the project being rolled out in 3 phases. A project covering Winterbourne, Idmiston, Porton, Gomeldon and East Gomeldon would be included in the first phase. It was not proposed to introduce the scheme in Salisbury, as the scheme had been designed on a rural model. It was considered that the need was much greater in rural areas, although it was hoped that the scheme could be delivered in semi-rural areas (e.g. Wilton).

The Chairman thanked Jasper and Helen for the presentation and expressed disappointment that the scheme would not be coming to Salisbury. On that basis the Chairman proposed a roundtable discussion on identifying the needs of the Salisbury in terms of a similar service. Prior to this, questions and comments were invited from the floor:

- Reference was made to the positive effects of pet ownership in terms of longevity and quality of life. Helen acknowledged this and commented that the scheme could help link older pet owners with support groups such as dog

	<p>walking groups.</p> <ul style="list-style-type: none"> • In response to a question regarding the costs of the scheme, Helen explained that it would cost £80,000 in the first year, rising to £120,000 a year thereafter. Community First was a charity, formerly known as Wiltshire Rural Community Council, employing around 40 people. Around 18% of the charity's income came from Wiltshire Council, with the remainder from trust funds, corporate funds and other funding streams including the lottery. • It was acknowledged that the scheme would inevitably overlap with some existing services, such as Neighbourhood Watch, but it was considered that the network of Good Neighbour Coordinators and the shared information would help compliment and maximise the benefits from existing services. • The view was expressed that rural areas often had better support networks for older and vulnerable residents, but that urban areas often had more isolation in terms of older residents. Helen commented that the scheme had been designed for rural areas, but that an urban version could be designed and implemented in the future, although there were currently no plans to do so. <p>The meeting was invited to break into small groups and discuss the following questions:</p> <p><i>Question 1 - Is there a need for a similar service in Salisbury?</i></p> <p><i>Question 2 - If so, how could we meet this need?</i></p> <p><i>Question 3 - Should we ask for a Good Neighbour Co-ordinator for Salisbury?</i></p> <p>Each group was then invited to feedback ideas and comments on the issues. A full summary of the points made, including those submitted in writing after the meeting, is attached as Appendix A to these minutes. Any resulting actions would be reported to the next meeting of the Area Board.</p>	
8.	<p><u>Update from Police</u></p> <p>At the Chairman's invitation, Inspector David McMullin gave a brief overview of the Neighbourhood Policing Teams (NPTs) operating within the city. There were currently six teams, two of which covered the city centre, and the remaining four of which covered</p>	

	<p>the surrounding residential areas.</p> <p>One on-going project for the NPTs was working with retail units to share data on offenders, in a system similar to the pub watch scheme. The NPTs would also continue to work with Neighbourhood Watch.</p> <p>Inspector McMullin referred to the crime statistics which had been tabled, commenting that overall crime was down and that Salisbury compared favourably with other sectors, with Wiltshire paced at number one out of 15 similar constabulary areas.</p> <p>The city police had also been working closely with Salisbury City Council (SCC) on the events mentioned under item 6 by Su Thorpe. Inspector McMullin commented on the particular success of the Freedom of the Rifles parade, and thanked Annie Child for her hard work on this, to a round of applause.</p> <p>The Chairman thanked Inspector McMullin for the update and for the on-going hard work of the police.</p>	
9.	<p><u>Grit Bins</u></p> <p>The Chairman introduced the report set out at page 37 of the agenda, commenting that, following the severe weather last winter, a large number of requests for additional grit bins had been received. It was not feasible for the Council to meet the cost of providing and filling all 422 additional bins requested across Wiltshire, but 100 new bins would be provided, equating to an additional 10% for each Area Board. For the Salisbury Area Board this equated to six, although it was believed that the city actually had 91 bins in total.</p> <p>The meeting was referred to appendix 1 to the report (pages 39 – 41 of the agenda, revised version tabled at the meeting) which set out the current locations by electoral division, and the requests which had been received, following announcements at previous meetings of the Area Board. It was proposed that the additional six bins be allocated to the six divisions for which requests had been received. The relevant Councillors would be asked to nominate the priority locations.</p> <p>Referring to a tabled document listing the locations of all 91 grit bins in the city, Councillors queried whether it was necessary to have 13 bins on Lime Kiln Way. It was proposed that officers be requested to visit the site and to determine whether five bins could be reallocated from this location to the five electoral divisions for</p>	

	<p>which multiple requests had been received.</p> <p>Concern was raised that there was a lack of clarity over how many grit bins there were in the city. It was considered that there should be a holistic approach to this service and that a fuller review should be undertaken.</p> <p><u>Decision</u></p> <ol style="list-style-type: none"> 1. The additional six bins be allocated to the divisions for which requests had been received, namely: <ul style="list-style-type: none"> • St Martins and Cathedral • St Edmund and Milford • St Marks and Bishopdown • St Francis and Stratford • Fisherton and Bemerton Village • Harnham 2. Highways officers be requested to visit Lime Kiln Way to identify whether the street requires 13 grit bins. If considered appropriate, five of these bins to be reallocated to the following electoral divisions, for which multiple requests had been received <ul style="list-style-type: none"> • St Martins and Cathedral • St Edmund and Milford • St Marks and Bishopdown • St Francis and Stratford • Harnham 3. The relevant Councillors be asked to nominate the precise locations for any additional bins in their divisions, based on the requests received. 4. The Salisbury Area Board requests a comprehensive review of grit bins within the city, looking at how bins are installed, used, and maintained, and identifying the criteria used to install bins. 	<p>Marianna Dodd</p>
<p>10.</p>	<p><u>Local Transport Plan (LTP) funding - Prioritisation of Schemes</u></p> <p>The Chairman introduced the item, explaining that the Board had a budget of £14,758 to allocate towards locally-identified, small-scale transport schemes. To help prioritise the schemes, a Community Area Transport Group (CATG) had been established, and the group's recommendations were set out in the report at pages 44-45, with the full list of schemes and the minutes of the CATG meeting set out as appendices to the report.</p> <p><u>Decision</u></p> <ol style="list-style-type: none"> 1. The Salisbury Area Board approves the Salisbury Community Area Transport Group's (CATG) 	<p>Marianna Dodd</p>

	<p>recommendations for the prioritisation of schemes for funding as follows:</p> <ul style="list-style-type: none"> • A3094 Harnham Road: <ul style="list-style-type: none"> ○ Traffic calming / control measures ○ Moving a pedestrian refuge nearer the roundabout • Coombe Road: <ul style="list-style-type: none"> ○ Pedestrian crossing near Pulseline bus stops ○ Flashing speed signs ○ Moving a pedestrian refuge to the town side of St Andrews Way • Laverstock Road/Manor Farm Junction <ul style="list-style-type: none"> ○ A Mini-roundabout at the T-junction of Laverstock Road and Manor Farm Road ○ Zebra / Pedestrian crossing / pedestrian refuge <p>2. The Salisbury Area Board requests Highways Officers to design and implement a scheme for Harnham Road (as the highest scoring scheme), ensuring that the money allocated to the Area Board results in the implementation of a scheme rather than being spent on surveys or further assessment.</p>	
11.	<p><u>Reducing Street Lighting</u></p> <p>At the Chairman’s invitation, Councillor Richard Clewer update the meeting on this project, which sought to upgrade around 100 street lights to energy saving units, which could automatically switch off between midnight and 5am, reducing costs, carbon emissions and light pollution.</p> <p>Although the Council’s Climate Change officers continued to liaise with residents’ groups, no firm proposal for a street had been indentified for this project to go ahead.</p> <p>The view was expressed that the project should not be enforced on communities who did not want it, as streetlighting could help increase the perception of safety which was often a bigger issue than the reality of safety. Although the project could work well in rural areas, there was concern that the city, with its late night economy, may not be suitable for reduced street lighting.</p> <p>It was suggested that motion activated technology could be explored.</p> <p>Cheryl Hill, Deputy Leader of Salisbury City Council, commented</p>	

	<p>that she had submitted a proposal for alternate lights on Bishops Drive to be upgraded.</p> <p>It was also suggested that Wilton Road might be a suitable location for the project.</p>	
12.	<p><u>Your Local Issues</u></p> <p>Marianna Dodd (Salisbury Community Area Manager) referred to the issues update which had been tabled. A total of 67 issues had been received to date, 36 of these had been resolved or passed onto the relevant department for further action. There were 31 issues currently in progress.</p>	
13.	<p><u>Grants Evaluation</u></p> <p>The Chairman referred to the report at page 53 of the agenda, which set out responses from various bodies who had received grants from the Area Board during 2009/10. This was to allow the Board to ensure the grant funding was resulting in benefit to the community and to help inform future grant decisions.</p> <p>There were no questions and the Area Board agreed to note the report. For those projects for which information had not yet been provided, it was requested that a further report be brought to the next Board</p>	Marianna Dodd
14.	<p><u>Update from Salisbury City Community Area Partnership (SCCAP)</u></p> <p>Debrah Biggs, (Chairman of "Our Salisbury", the Salisbury Community Area Partnership (SCCAP)) outlined the State of the Area Debate event which had been run on Thursday 18 November. A drop-in event had been held during the day in the library, and the day had culminated in a Question Time style debate in the evening.</p> <p>The SCCAP Steering group had met recently and had asked Debrah to feedback that they were disappointed with the lack of support from the Area Board at the State of the Area event. It was considered that there was scope to further develop the partnership working arrangements and that hopefully this could be achieved sooner rather than later.</p> <p>In relation to the questionnaire which SCCAP had sent out to inform the development of the Community Plan, around 1400 responses had been received so far. The data from these was</p>	

	currently being input by volunteers, and any other volunteers would be welcomed.	
15.	<p><u>Community Area Grants</u></p> <p>a. <u>Salisbury City Community Area Partnership (SCCAP) Core Funding 2010/11</u></p> <p><u>Decision</u> The Salisbury Area Board awarded the second tranche of core funding to Salisbury Community Area Partnership (SCCAP); the sum of £7,825.</p> <p><u>Reason</u> – <i>To support the Partnership and to allow its work to continue.</i></p> <p>b. <u>Motion received from Councillor Paul Sample</u></p> <p>The Chairman introduced the item, commenting that concerns had been expressed regarding the extensive questioning of grant applicants at previous meetings of the Area Board. Although the Board was required to be thorough when determining the spend of public money, there was concern that the nature of the public questioning could be off-putting to some applicants.</p> <p>In order to address this, the Chairman had visited other Area Boards and had identified the method used at the Amesbury Area Board, where a small informal panel reviewed the applications in advance of the meeting and sought clarification, allowing the Area Board to make the final decision based on all the required information and avoiding the public questioning of applicants. The Chairman had proposed a similar process for the Salisbury Area Board.</p> <p>Councillor Paul Sample moved the motion as set out in the agenda papers adding that the transparency of decision-making was important if the Area Board was to maintain the trust of the public. Councillor Sample considered that the move to take decisions on grants in public was a significant improvement on the former Salisbury District Council arrangements, whereby grants were determined by a panel meeting in private. It was important that the public decision-making should continue, although the process required some form of review to mitigate the cross-examination of some applicants in public meetings.</p> <p>Debrah Biggs reported that the SCCAP Steering Group had considered and supported the motion, having agreed that the Area</p>	Marianna Dodd

Board should remain transparent. Debrah added that SCCAP would welcome the opportunity to become more involved in terms of decision making at the Area Board, for example commenting on how well grant applications met the criteria of the community plan, once this was in place.

It was noted that only the elected Councillors on the Area Board could vote on decisions, although it would be appropriate for partner organisations to be consulted on grant applications in advance, as they were currently able to express support for or opposition to a grant application at the meeting if they so wished.

The Chairman invited the Area Board Councillors to give their views. The Board supported the motion, with Councillors emphasising the importance of robust evaluation of application and the need to maintain an open and honest decision-making procedure. It was also noted that the Salisbury Area Board sought the view of the public at its meetings; not all Area Boards did this.

Decision

In order to be transparent and command public confidence, this Area Board believes that applications for grants made by local organisations to Salisbury Area Board should be discussed in public at meetings of the Salisbury Area Board. For these reasons it does not believe the establishment of a Grants Panel, which meets in private between Boards to look at the grant applications and make recommendations to the Board, should be pursued.

Following the above decision, the Chairman proposed that the process for evaluating grant application prior to Area Board meetings be revised to encourage earlier involvement of Councillors. This could be achieved by application forms being sent directly to Councillors when they were received, allowing questions and points of clarification to be resolved in advance, while the debate and determination of the application could still take place in public.

It was suggested that the grant applications could also be sent in advance to SCCAP and to Salisbury City Council for their comments, which could then be reported to the board through the officer's report.

Some concern was raised that involving third parties in the grant evaluation process may contravene the policy agreed by Cabinet, although this could be checked outside of the meeting.

	<p><u>Decision</u></p> <ol style="list-style-type: none"> 1. The Salisbury Area Board agreed that grant applications should be sent to all Area Board Councillors as soon as the deadline for submission of grants has passed, to allow Councillors to raise comments, concerns and queries well in advance of the decision-making meeting. 2. The Board further agreed that Salisbury City Council and Salisbury City Community Area Partnership be consulted on all grant applications, by means of the application being sent to them in advance of the meeting, and any comments being included within the officer's report. 3. That point 2 above be subject to officers confirming that this process complies with the legal and procedural framework for determining grant applications. <p>c. <u>Community Area Grants</u></p> <p>(Note – Having declared a prejudicial interest in the following application, Councillor Ricky Rogers left the room for consideration of the application)</p> <p><u>Decision</u></p> <p>Life Education Centres Ltd was awarded £2,500 to help support the delivery of an education programme to primary school children on forming healthy lifestyle choices from January to July 2011</p> <p><i>Reason</i> – <i>The application did not meet the Community Area Grants Criteria 2010/11 in that the funding would be used for on-going costs, and the project had already started. However, the Area Board considered that the exception to the criteria was justified in this case due to the wider community benefit which would be realised by the project working directly with primary school children to encourage healthy lifestyle choices.</i></p>	<p>Marianna Dodd</p> <p>Marianna Dodd/ James Hazlewood</p> <p>Marianna Dodd</p>
16.	<p><u>Future Meeting Dates, Evaluation and Close</u></p> <p>The next meeting of the Salisbury Area Board will be held on 20 January 2011 at St Francis Church Hall, Beatrice Road, Salisbury, SP1 3PN.</p>	
<p><u>Appendix A - Feedback from Roundtable discussion at item 7</u></p>		

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**Salisbury Area Board
30 November 2010**

Feedback on Round Table discussion regarding Good Neighbour Scheme

1. Is there a need in Salisbury?

- Yes, not necessarily funded by Council
- Yes
- Yes, in Salisbury and its peripheral villages

2. If so, how could we meet this need?

- Possible link in with CAB or Age UK etc who have lots of knowledge already

- SCC could do this in partnership with Community First
- Enlist help from existing networks, such as doctors, churches, luncheon clubs, community centres, schools, milkmen and postmen. Not just for elderly, but also people such as disabled and young carers

- Bring back post offices and milkmen
- Be aware that strangers can be worrying to older people

- Strongly recommend to learn from past experience
- Eg, CAB project engaging over 1 ½ year period realised £1.5m in unclaimed benefits. Much learning re type of person needed – v. special with sensitivity, life experience and the modis operandi for identifying those in need

- Use existing resources where feasible eg. Neighbourhood Watch Co-ordinators know the people in their areas and usually would know their circumstances and issues. CAB itself? Historically, they used travelling vans to engage in rural communities

3. Should we ask for a Good Neighbour Co-ordinator for Salisbury?

- Yes, several please
- Yes, need at least 8
- 10 hours work per week is tokenism
- Use existing resources where feasible

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Salisbury Area Board 20 January 2011

Chairman's Announcements

Fairtrade and the Wiltshire Fairtrade Coalition

Fairtrade is based on the idea that small producers in the developing world should be paid a price for their produce that covers the cost of production and gives the family a living wage. The producer makes a long term agreement in advance with the Fairtrade purchasing company that ensures a guaranteed minimum price.

In return the producer commits to working to progressive standards of production and environmental protection. Under the agreement children are not forbidden to work but bonded labour is prohibited and children must go to school.

As a result, producers are able to plan ahead and achieve a degree of stability.

In addition, a specially formed local co-operative receives a social premium that can be spent on projects to benefit the whole community. These are decided by the co-operative not imposed from outside and may include such projects as building a classroom or clinic, starting a small business to help diversify the local income or providing a safe water supply or sanitation. The social premium is often of particular benefit to women because it can give them more of a stake in the decision making of the community. For instance, by using the premium to buy sewing machines, village women can create a sewing business that brings in income.

The Fairtrade mark on products is a guarantee that adherence to the agreement is being monitored. It has been in existence for 16 years and is now widely recognised though not necessarily widely understood.

The success of the Fairtrade movement so far is due in large part to the efforts of small local groups with the support of larger organisations. There are nine towns in Wiltshire which have achieved the status of Fairtrade town awarded by the Fairtrade Foundation.

The Wiltshire Fairtrade Coalition is an association of local Fairtrade town groups, businesses, other organisations and individuals working to promote understanding and uptake of Fairtrade produce. The coalition offers mutual support and encouragement to members and aims to make Wiltshire a Fairtrade county.

Salisbury Area Board 20 January 2011

Chairman's Announcements

Public Protection Enforcement Policy

The Public Protection Service is reviewing its enforcement policy, and is seeking views from interested stakeholders.

The policy deals with the entire range of legislation administered by the Public Protection Service covering all environmental health and trading standards powers, as well as any relevant community safety and emergency planning laws.

The policy addresses the practical application of Public Protection enforcement procedures and aims to provide a fair and effective approach to any enforcement action taken by officers of the authority. It seeks that any enforcement action must be compliant with all relevant legislation and guidelines, and must be fair, clear, transparent, consistent and robust.

The draft enforcement policy is on the council's website.

<http://www.wiltshire.gov.uk/environmentandplanning/publicprotection/publicprotectionenforcementpolicy.htm>

Salisbury Area Board 20 January 2011

Chairman's Announcements

Outcome of the Leisure Facilities Review

Wiltshire Council's cabinet has considered the results of the extensive consultation exercise undertaken between July and October and approved a refined proposal which shall;

- Retain a strategic view and ensure that the indoor leisure facilities are a key component of the emerging community campus programme.
- Ensure that the indoor leisure facility service in Wiltshire will be enhanced which creates more opportunities for local people to actively pursue a healthy lifestyle.
- Give a clear message about the Council's commitment to providing high quality and efficient local services.
- Deliver a refined proposal that has been directly shaped by local people.

The refined proposals as set out in the report will provide;

- The specification for new leisure facilities in Trowbridge, Melksham, Warminster and Durrington/Amesbury as part of the wider campus development project.
- Improvements to Devizes Leisure Centre, Five Rivers in Salisbury, The Activity Zone in Malmesbury, Marlborough Leisure Centre and Tidworth Leisure Centre as part of the Workplace Transformation Programme.
- For an indoor Bowls facility to be included as part of a Campus facility in Melksham.
- For the provision of a grant of £400K to the Wiltshire School of Gymnastics in Melksham.

The Council has been clear about its proposals to transfer some of the local facilities to the community to manage. The Council will now consider the proposal to transfer these facilities in a wider strategic context to enable it to assess the impact of a potential transfer alongside other council buildings and services. This will enable the Council to consider the practicalities and options for wider campus developments.

Whilst the investigations into campus opportunities are completed, the Council will not be looking to alternative management arrangements for indoor leisure facilities as a single service. The Council's approach is intended to retain community involvement in the campus development project as it is recognised that local input is critical to success.

This refined proposal for leisure acts as a pre-cursor to a report that the Workplace Transformation Team shall present to Cabinet in the early part of 2011. This report will set out the high level principles behind a sustainable and affordable campus development project and consider the financial implications associated with this refined proposal for leisure.

The Council will continue the on-going dialogue which has already been established with local community groups regarding the local management of facilities.

Leisure facilities – Our plans to invest and improve Consultation Analysis Report

Community Area View – Salisbury

A total of 112 responses were received, which is 4% of the total received responses. Of these responses 100% were completed questionnaires.

Of the total responses received 45% were male and 54% were female and 5% considered themselves to have a disability. A total of 5% of respondents were aged under 18, 2% aged 18 to 24, 14% were aged 25 to 34, 21% were aged 35 to 44, 16% were aged 45 to 54, 17% were aged 55 to 64, 20% were aged 65 to 74 and 5% were aged 75 and over.

Of the respondents 29% indicated an interest in being involved or running their leisure centre. A total of 65% of respondents visited a leisure centre weekly, with 21% daily, 5% monthly, 3% less often and 5% have never used a leisure centre.

In specific response to the questions;

- 83% agreed with the principle that providing high quality, modern facilities with a variety of activities will encourage more people to become more active and furthermore 45% of respondents strongly agreed
- 77% agreed that local communities should be able to directly influence and / or manage their local services and only 3% of respondents disagreed
- 90% agreed that the price of using leisure facilities can be a barrier to taking part
- 72% of respondents felt that pricing should be reflective of the size and quality of facility whereas 60% disagreed that a standard pricing policy across all facilities, irrespective of the size and quality would work for Wiltshire
- 64% of respondents agreed that the council should try to provide multi-purpose indoor leisure facilities within 20 minutes travel time from home
- 84% agreed that introducing car parking charges at leisure facilities could be a barrier to stop people taking part

In terms of activities the most popular are swimming (25%), using the gym (13%), fitness classes (10%), Badminton (6%) and Squash (5%). Other facilities within leisure centres also proved popular with the inclusion of café facilities (10%), meeting spaces (5%) and crèches (3%).

There were 191 comments made, which is 4% of the total comments received with reference to the leisure review, with the following comments being the most highly stated;

- Lower/affordable prices/cost, value for money – 15%
- Greater/more variety of classes/courses/exercise options/timings – 9%
- Happy with facilities/staff – 9%
- Improved changing facilities – 5%
- Improve administration/staffing/standard of service – 5%

Interesting points with regards the replacement, refurbishment and devolvement proposals were;

- 4% of respondents wanted to see improved facilities
- 5% of respondents were interesting in climbing activities

Salisbury Area Board 20 January 2011

Chairman's Announcements

Invitation to comment on proposed Dog Control Orders in Wiltshire

Dog Control Orders can be made by the Council regarding any land to which the public have a right of access:

1. Requiring the person in control to clean up after a dog has fouled
2. Prohibiting Access by dogs
3. Requiring dogs to be kept on leads
4. Requiring dogs to be put on a lead when required by an authorised officer of the Council
5. Restricting the number of dogs that can be in the control of one person on certain land.

In exercising its powers, the Authority is required to adopt a fair balance between the needs and aspirations of dog owners and non-dog owners. It is also essential that any orders should be capable of being enforced within reasonable resources.

Currently, there are a variety of inconsistent Orders covering the areas of the four predecessor Districts. It is intended to replace all existing Orders with one consistent set. The proposals are summarised in the table below:

Order	Proposal	Comments
Dog Fouling	Make generic County Wide order	Aim to cover most land.
Dog Exclusion	Make generic County wide order	Enclosed Children's play areas only plus land covered by existing orders
Dogs on Lead	No Generic Order	Confirm existing order, discourage further use.
Dogs on Lead on request of authorised officer	No Generic Order	Discourage use
Maximum number of dogs in control of one person	No Generic order	Discourage use

In order to help frame the proposals which will go to a formal consultation process comments on behalf of Area Boards, Council Members, Parish Councils and other interested bodies and individuals are being sought. The consultation paper, including full details of the proposal can be accessed at the following link, together with a questionnaire for making comments, by **7 February 2011**.

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

Further information is available from Simon Cleaver, Pest Control and Dog Warden Service Manager, 165 Bradley Road, Trowbridge, BA14 0RD, simon.cleaver@wiltshire.gov.uk

Salisbury Area Board 20 January 2011

Chairman's Announcements

Invitation to comment on a proposed new council-wide street trading scheme

Wiltshire Council's Licensing Committee considered a report on the future of street trading at its meeting on 30 November 2010.

There is currently no harmonised street trading policy for the Wiltshire Council area. This is because the former District Councils controlled street trading in different ways.

The Licensing Committee agreed to introduce a new harmonised consent street trading scheme across the Wiltshire Council area. This will provide a flexible means of controlling street trading activity and allow greater scope for local involvement in decision making through a thorough consultation process for all applications for Street Trading Consents.

A new scheme needs to be introduced to ensure:

- all street traders in Wiltshire have the same rights, pay the same fees and are subject to the same application procedure, terms and conditions
- the council has adequate powers to remove illegal street traders and protect legal street traders and local businesses.

Council officers have produced a draft scheme for formal consultation with all interested parties (including area boards, street traders, members of the public, local businesses, town and parish councils, farmers markets organisation, chambers of commerce and MPs) and would like to invite general comments and feedback on the proposed scheme.

An executive summary of the proposed scheme is available in the agenda and a full copy of the proposed scheme and consultation survey will be available on the Wiltshire Council website **from 17 January**. All interested parties should return **written responses** to the Wiltshire Council Licensing Team **by 17 March**. Any responses received after the closing date will not be taken into consideration by council officers.

If members of the public or interested groups would like to complete the survey form, paper copies are available at the area board and the survey will be available on the Wiltshire Council website at <http://www.wiltshire.gov.uk/council/consultations.htm>.

Written responses should be emailed to alissa.davies@wiltshire.gov.uk or returned to the Wiltshire Council Licensing Team at Monkton Park, Chippenham, Wiltshire, SN15 1ER.

For further information or to request a printed copy of the proposed street trading scheme and consultation survey, please contact Alissa Davies on 01249 706414.

Street Trading - Executive summary

Wiltshire Council is planning to introduce a new, harmonised consent street trading scheme by adopting powers under Schedule 4 of the 1982 Local Government (Miscellaneous Provisions) Act.

In a consent street trading scheme, it is illegal to trade in a consent street without obtaining permission from the council. The council grants permission to trade, known as a Street Trading Consent, to individual street traders who pay a fee to the council and are subject to terms and conditions. The council can remove or refuse to renew a Street Trading Consent at any time if fees are not paid or the street trader does not adhere to the council's terms and conditions.

A new scheme needs to be introduced to ensure:

- all street traders in Wiltshire have the same rights, pay the same fees and are subject to the same application procedure and terms and conditions
- the council has adequate powers to remove illegal street traders to protect legal street traders and local businesses from unfair competition.

Currently the council operates three different street trading schemes in three of the former district council areas:

- In the north and west there are two different consent street trading schemes with different fees, application procedures and terms and conditions
- In the east there is a prohibited street trading scheme for a limited number of streets in town centres- street trading is banned in some specific streets in town centres

In the south there is no street trading scheme, which means the council cannot remove illegal traders.

Formal consultation on the new street trading scheme will begin in January 2011 and will finish in March 2011.

What the scheme will cover

Street trading is selling, exposing or offering articles for sale in a street. This includes trading from mobile and static structures, including kiosks, the sale of food and drink, ice-cream vans, mobile artists and musicians who sell their work on the street, advertising cars for sale on the street and the sale of Christmas trees and other festive items.

Street trading does **not** include the sale of gas, electricity or other domestic services, subscriptions to motor breakdown organisations or handing out promotional literature for goods, services or venues.

The scheme will cover **all streets in Wiltshire**. A street is any area that the public can access without payment, including private land.

All streets will be designated as consent streets, except for a small number of highway lay-bys which will be designated as prohibited streets (where all street trading is illegal) for safety reasons.

Types of Street Trading Consent

The council will offer three types of Street Trading Consent:

- **Annual Street Trading Consent** for trading on all days of the year, including all bank holidays
- **Daily Street Trading Consent** for trading on a single day, a number of days, or a specific day for the year, including bank holidays where these fall on the days included in the consent. For example trading for a full week once a year, on all Mondays for one month, or all Saturdays throughout the year.
- **Block Street Trading Consent** for organisers of large street trading events, where the event organiser is responsible for all street traders at the event. For example farmers markets, car boot sales, fetes, carnivals and static structures on Town and Parish Council, such as kiosks in parks leased out by the Town or Parish Council.

Applications for Annual and Daily Street Trading Consents will be considered four times a year: in March, June, September and December.

All applications will be processed within 90 days.

Applications for Block Street Trading Consents will not be subject to the consultation procedure and will be considered as and when they are submitted.

Applications will need to be submitted with a **non-refundable deposit of ten percent of the total fee payable**.

How applications will be determined

Applications will be determined by licensing officers and the licensing manager, acting on delegated powers from the Licensing Committee.

Licensing officers will assess applications against the scheme criteria and will take objections from consultees into account.

The consultees will usually include the Town or Parish Council, the local Councillor and local community area manager, members of the public, local businesses, Wiltshire police, Wiltshire fire and rescue service, environmental health officers, food safety officers, planning officers, highways officers, and health and safety officers.

The licensing manager will decide to approve or reject applications on the basis of recommendations from licensing officers.

Where an application meets the criteria and there are no reasonable or appropriate objections the licensing officer will recommend approval of the application.

If the application does not meet the criteria or there are reasonable and appropriate objections the licensing officer will **arrange to meet with the applicant and will contact objectors in to attempt to overcome the potential reasons for refusal. This may include a consultation meeting arranged by the community area manager between the local councillor, members of the public and the licensing officer.** The licensing officer, applicant and objectors will discuss

- changes that could be made to the proposed location, goods or trading hours and
- additional conditions that could be introduced.

Applicants who feel aggrieved by the licensing manager's decision to refuse an application or to introduce additional conditions will have the right to appeal to the Licensing Committee.

Please see the flowchart in Appendix 1 for more detail on the proposed procedure for determining applications for Street Trading Consents.

Fees

There will be **two different sets of fees** for Annual and Daily Street Trading Consents:

- fees for town centre traders, and
- fees for all other traders.

Fees for town centre traders will be higher than fees for all other traders to reflect the higher footfall and greater commercial benefit of a town centre location.

A higher fee will be charged for Daily Street Trading Consents to trade on Saturdays.

Block Street Trading Consents will be offered to organisers of street trading events.

The council will not charge for a Block Street Trading Consent if the **proceeds from both the street trading activity and the event as a whole will go to a registered charity or will not be used for private gain.**

Please see Appendix 3 for the proposed street trading fees. The level of fees will be reviewed by the council on an annual basis.

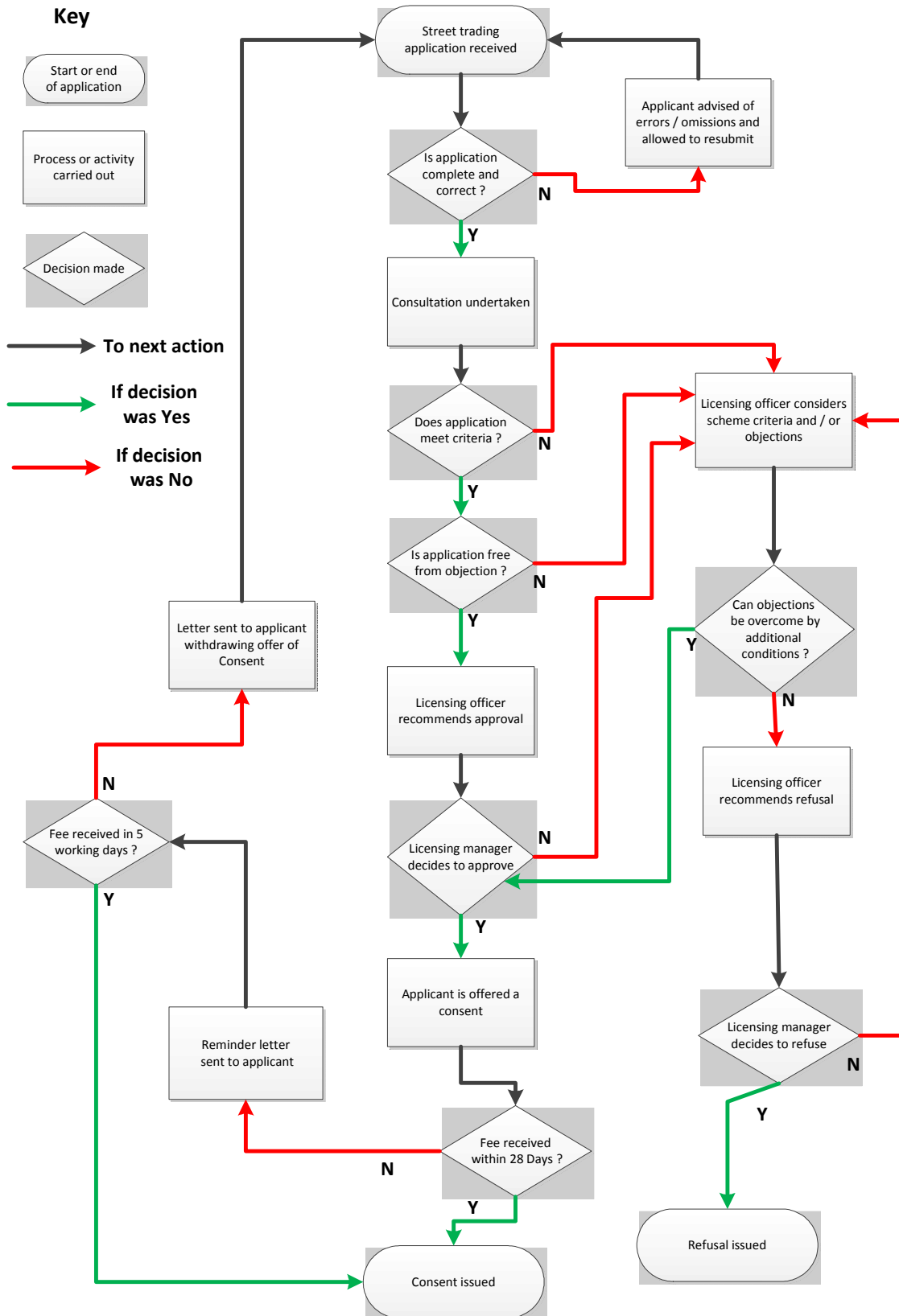
Appendices

Appendix 1: Proposed procedure for determining applications for Street Trading Consents

Appendix 2: Proposed criteria for determining applications for Street Trading Consents

Appendix 3: Proposed street trading fees

Appendix 1: Proposed Procedure for determining applications for Street Trading Consents



Appendix 2: Proposed criteria for determining applications for Street Trading Consents

The licensing officer will assess applications for Street Trading Consents against the following criteria:

- **Site safety.** The location should not present a substantial risk to the public in terms of road safety, obstruction and fire hazard. The street trading activity should not present a significant risk of nuisance from noise, smells or fumes to households and businesses in the vicinity. Observations from council officers will be taken into consideration.
- **Public order.** The street trading activity should not present a risk to public order in the locality in which it is situated. Observations from Wiltshire police and council officers will be taken into consideration.
- **Avoidance of nuisance.** The street trading activity should not present a substantial risk of nuisance from noise, smells or fumes to households and businesses in the vicinity of the proposed street trading site. Observations from council officers and residents will be taken into consideration.
- **Needs of the area.** Applicants will have to demonstrate the need for the proposed street trading activity in relation to:
 - (i) the presence of other like outlets already existing in the immediate locality of the street trading site, and
 - (ii) the general needs of a locality if no comparable outlets already exist.
- **Compliance with legal requirements.** The proposed street trading unit should comply with all the relevant legislation. Observations from officers on the requirements of food safety, health and safety, environmental health and fire safety legislation will be taken into consideration. In addition, for those applying to sell food the result of the unit inspection will be taken into consideration.
- **Consultees observations.** Consideration will be given to written objections from consultees. Objections and recommendations will be assessed by the licensing officer for reasonableness and appropriateness before they are taken into consideration.
- **Permitted trading hours.** In town centres street trading hours will normally mirror those of shops in the immediate vicinity. However, the council will consider each application on its merits before agreeing permitted trading times. The council retains the right to specify

permitted trading hours that are less than those applied for. Any trading involving hot food between 11pm and 5 am will require a separate application under the Licensing Act 2003.

- **Planning Permission.** No Street Trading Consent shall be issued where planning permission is required but has not been applied for or granted. Observations from Wiltshire Council planning officers will be taken into consideration.
- **Suitability of the applicant to hold a consent.** The council may take relevant unspent convictions, complaints received about the applicant's previous street trading activity and any previous revocation or surrender of a Street Trading Consent into account.
- **Proximity to schools and colleges.** No Street Trading Consents will be granted for trading at locations within a 500 metre walk using the public highway of a school or sixth form college.

All the criteria will need to be satisfied and equal weight will be applied to all criteria.

Appendix 3: Proposed street trading fees**Town centre traders**

Type of Street Trading Consent	Fee
Annual Street Trading Consent – all days of the year, including all bank holidays.	£ 2800
Daily Street Trading Consent-Sunday to Friday , including bank holidays where these fall on the days included in the consent.	£ 20 per day
Daily Street Trading Consent-Saturday.	£ 40 per day
Block Street Trading Consent-events for private gain	£ 40 per day
Block Street Trading Consent-events where the proceeds will not be used for private gain or will go to a registered charity	No charge

All other traders

Type of Street Trading Consent	Fee
Annual Street Trading Consent – all days of the year, including all bank holidays.	£ 1400
Daily Street Trading Consent -including bank holidays where these fall on the days included in the consent.	£ 10 per day
Block Street Trading Consent-events where the proceeds will be used for private gain	£ 40 per day
Block Street Trading Consent-events where the proceeds will not be used for private gain or where the proceeds will go to a registered charity.	No charge

Salisbury Area Board 20 January 2011

Community Resilience – Town and Parish Council Emergency Plans

Intention

The intention is that all parishes have an up to date Community Resilience Plan to replace where necessary the Initial Response Plan that some parishes (the minority) had written some years ago. These plans once written will be kept up to date by a nominated person (nominated by the Town/Parish Council) who will maintain ownership of the plan keeping it fully up to date.

Bradford on Avon Community Area Board who were part of a pilot scheme have fully endorsed the initiative. Subsequently the Emergency Planning Team has emailed all Parish Clerks.

A Government template and guidance notes written for Bradford on Avon are available on request. It is the intention that the remaining 17 Area Boards will have notes tailored to their region to assist the authors of the plans.

Introduction to Community Resilience

In order to ensure that Wiltshire Communities are truly resilient it is vital that they are aware of the risks which affect them. This will help the Town and Parish Councils to decide which threats they are comfortable with, without having to take any preventative action and those where a more proactive approach may be required.

This information will also be made available to each member of the community to ensure that they are able to take necessary measures such as preparing an 'Emergency Box', purchasing sandbags to protect their property or carrying out a business impact analysis for a Business Continuity Plan for example.

Recent studies have shown that the 'just in time' society in which we live has had a major effect on the way in which people view their own safety and their reliance on the local authority and emergency services. Whereas in the past people tended to be very much aware of the precautions they could and should take to look after their family, property and/or business, they are now more reliant on assistance from public services. Whilst this document does not advocate the derogation of the public service responsibility to care for its population, it is intended to highlight areas where members of the public can be more proactive in protecting themselves and their communities.

Community Resilience is not just about the Community Safety agenda, it is much more involved than that. It is about how the community, the individual

within that community and businesses can best prepare to meet the challenges they may face if confronted with a major incident. It is also about how the community can continue to operate for as long as possible and how it can adapt to its new circumstances once the incident has passed. This is best outlined by the following definitions[1][1]:

Resilience: The capacity of an individual, community or system to adapt in order to sustain an acceptable function, structure and identity.

Community Resilience: Communities and individuals harnessing local resources and expertise to help themselves in an emergency, in a way that complements the response of the emergency services.

We can't stop disruptive challenges from happening, but we can mitigate their effects on the community by comprehensive preparations on the part of both the public services and members of the public, and by carefully planning the recovery from such events. Recovery from a major incident is covered in a separate document which outlines how the local services intend to approach restoration and improvements to communities affected by a major incident in order to help them adapt to their new, post incident circumstances.

If anyone wishes to discuss this matter further they should contact Nicholas Bate, Emergency Planning Officer on 07747 804604 or email Nicholas.bate@wiltshire.gov.uk

Salisbury Area Board 20 January 2011

Chairman's Announcements

Carshare in Wiltshire

Introducing [carsharewiltshire.com](http://www.carsharewiltshire.com)

Wiltshire Council's dedicated internet based car sharing scheme, www.carsharewiltshire.com is a FREE service that helps match people travelling for whatever reason with others going the same way. This might be on a daily basis to and from work, on an occasional basis once or twice a week to the sports centre, on a regular Saturday basis for shopping trips, or one off trips to festivals, events, or outdoor concerts.

The idea is simple - by pairing up people that would have otherwise have driven separately, 1, 2 or even 3 cars can be taken off the road and hence reduce congestion. The journey will then be quicker, without undue delay, and it will also save all those pairing up money, as the cost of the journey can be divided equally up!

For work trips, more and more organizations are offering their employees who share journeys to and from work dedicated parking spaces, relieving them of the hassle of driving around and around full car parks looking for that elusive space. It also means they can arrive at any time that they choose, rather than have to worry about getting to the car park as early as possible to find a space.

Warning Beware of imitations! - there is an internet site called 'www.wiltshirecarshare.com' that is **not** run or approved by Wiltshire Council! What is more, you have to pay the private organisation that is responsible. There is only one site Wiltshire Council recommends, and it is free

www.carsharewiltshire.com - visit it today for more information and to register.

Over 9000 Wiltshire residents and workers have done just this, and combined with the thousands of other people who are part of the "Liftshare.com" network across the South West, your chances of finding a car share partner to drive or be driven by has never been greater.

With petrol prices going up and up, now is a great time to cut your fuel bill in half or even more!

The system is designed with safety in mind, and there is absolutely no obligation to proceed with any car share arrangement. All contact occurs by e-mail, and users are

warned neither to reveal any personal details nor too many too early. Once you register your details, including journey information securely on line, the database searches for any near matches. You will receive an e-mail outlining potential suitable matches, and this includes right down to your individual requirements concerning smoking (or not), for example.

It is entirely up to you whether you e-mail any of those suggested to you - and likewise, should you receive an e-mail from someone else, following the database suggesting you as a potential suitable match, again, you choose whether to make contact by replying.

There are simple safety steps to take when proceeding with a potential match, including arranging to meet in a public place, preferably accompanied by a friend.

With regards proceeding with the car share arrangement, once you have satisfied yourself that the person you met is who they say they are, for example with a passport, drivers license, etc, and also that they have a license and appropriate tax and insurance, the car share arrangement operates simply and effectively. You decide where to meet - we suggest either at or near to your home, or a bus stop or train station, so just in case the other party cannot make it, you can still proceed with your journey by other means. You should always make sure that someone knows your arrangement, who you go with, when, and where.

For added peace of mind, schools, colleges, and even organizations can organize private groups on the www.carsharewiltshire.com, whereby ONLY people from that organization are linked together, if desired by the individual. For more information on private groups, email transportplanning@wiltshire.gov.uk.

Students attending or planning to go onto Higher Education often need to travel further distances and at different times to when buses may be available. So car sharing does offer a real, safe, and convenient way of continuing on in further education, and students can save money too, splitting the fuel costs between all those in the car.

Contact Details

Email: transportplanning@wiltshire.gov.uk

No change?

Pay for parking using your mobile

1

Park your vehicle

Find a space in one of our locations where cashless parking is available.

2

Register your stay

Pay by text, internet or telephone.
No need to use the pay and display machine.

3

Enjoy your visit

A receipt is sent to your mobile confirming your stay. There's no need to display a ticket!

Cashless pay and stay parking
Wiltshire Council working in partnership with MiPermit

MIPERMIT

Wiltshire Council
Where everybody matters

How to register

To register to use cashless parking you can:

Text from your mobile

When at a participating location, send a text to 60300 with the word PARK and your vehicle registration number. Our automated system will call you back for the location and payment details.

Example: PARK A123BCD

Online via the cashless portal

Visit our cashless parking portal and complete the short registration form. Once complete you can arrange your parking online up to 7 days in advance, manage users and vehicles, download receipts, and more.

<https://secure.mipermit.com/Wiltshire>

Using the service

When returning to a participating location and you have already registered:

Text from your mobile

When at a participating location, send a text to 60300 with the word PARK plus the location number and the duration you wish to stay in minutes.

Example: PARK 701234 60

Extend your stay from anywhere

If you think you need more time and would like to increase the duration of your stay, you can extend it quickly and simply. Send a text to 60300 with the word EXTEND and the number of minutes to extend by. The additional duration will be added on to your stays end time. Please note that stays cannot be extended beyond the time limit of the car park.

Example: EXTEND 60

By telephone

When at a participating location, call 0845 505 1155 to create your stay. The automated system will request the location number and duration of stay.

Call: 0845 505 1155

Online via the cashless portal

You can pre-arrange your stays up to 7 days in advance*. If your plans change, you can cancel future stays from the portal without being charged for them**.

<https://secure.mipermit.com/wiltshire>

For more information, details on how to use the system and discover which car parks can be used with this service, go to www.mipermit.com

The 60300 text number and 0845 phone number are standard services (no premium costs) and are subject to being charged at your providers standard rate.

* Pre-arranging parking does not reserve a space in the location.

** Stays that are in progress cannot be cancelled.



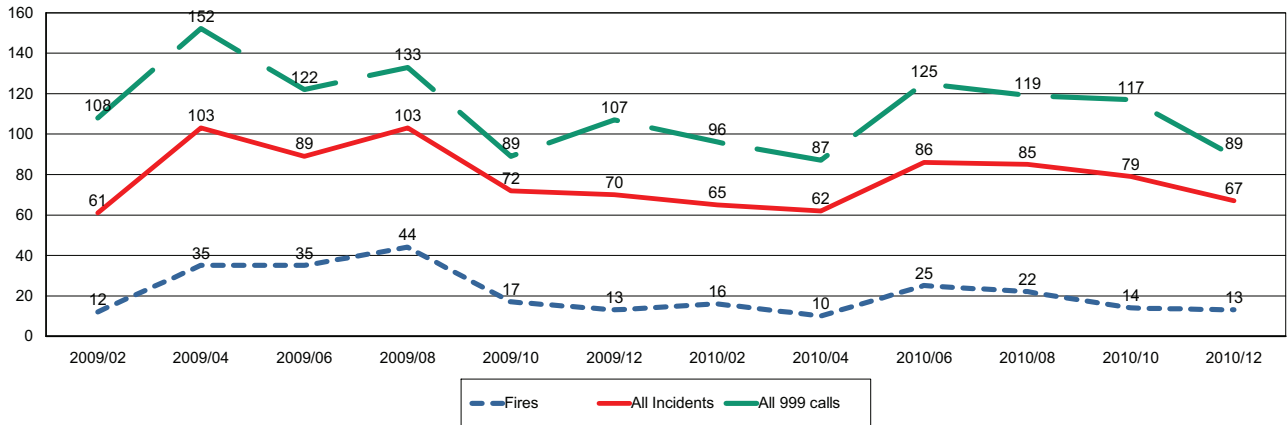
Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

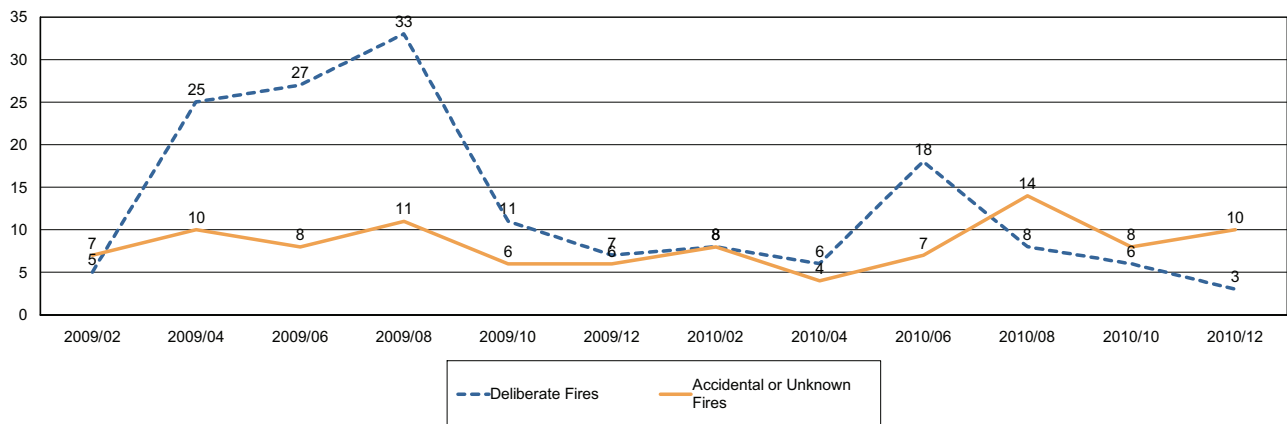
Report for Salisbury Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including December 2010. It has been prepared by the Group Manager for the Board's area.

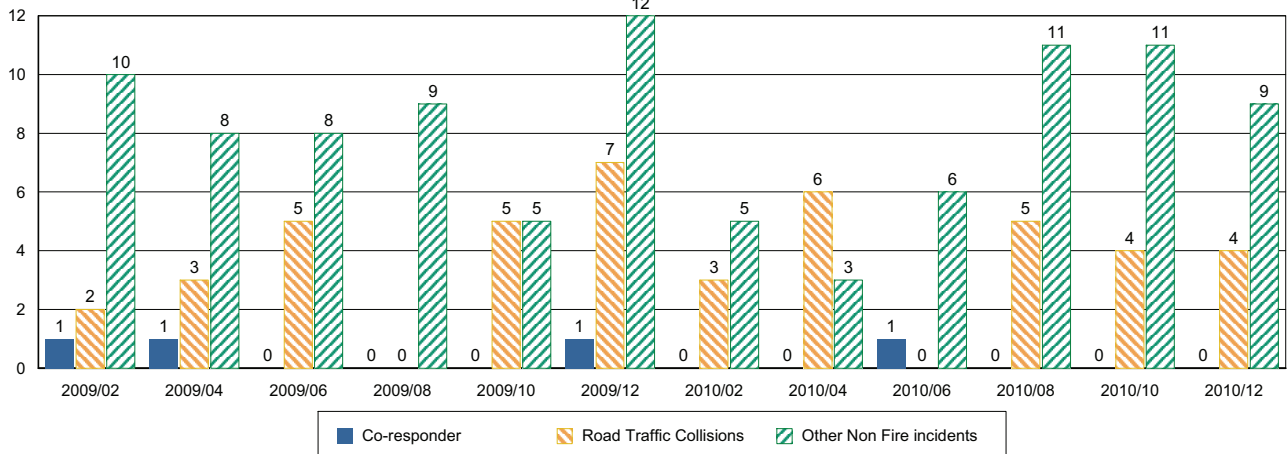
Incidents and Calls



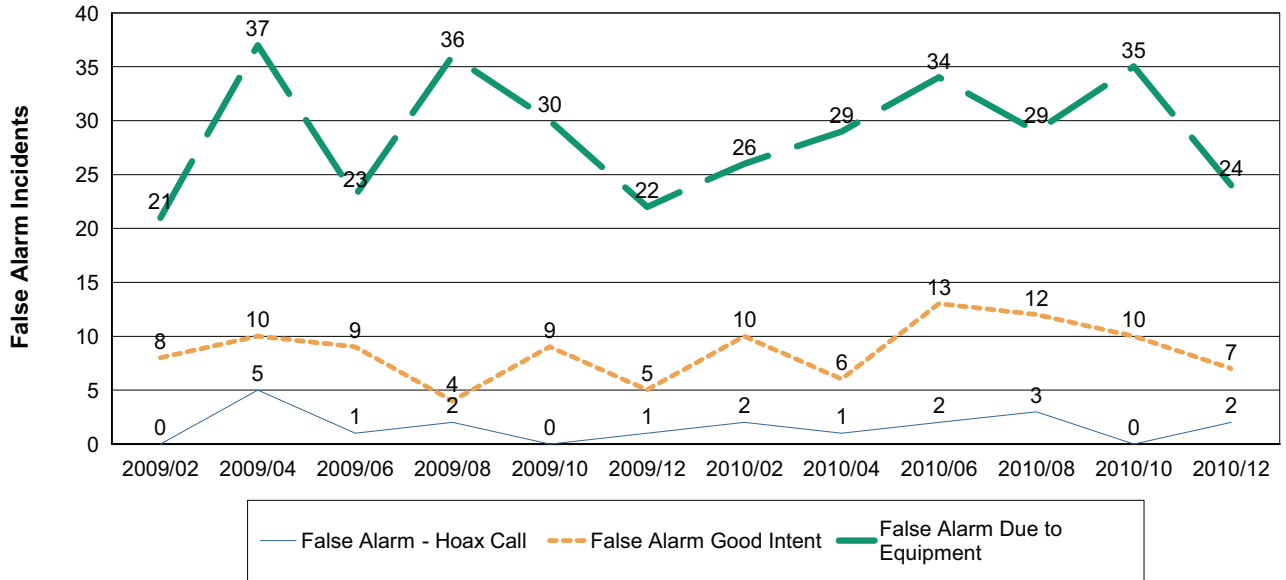
Fires by Cause



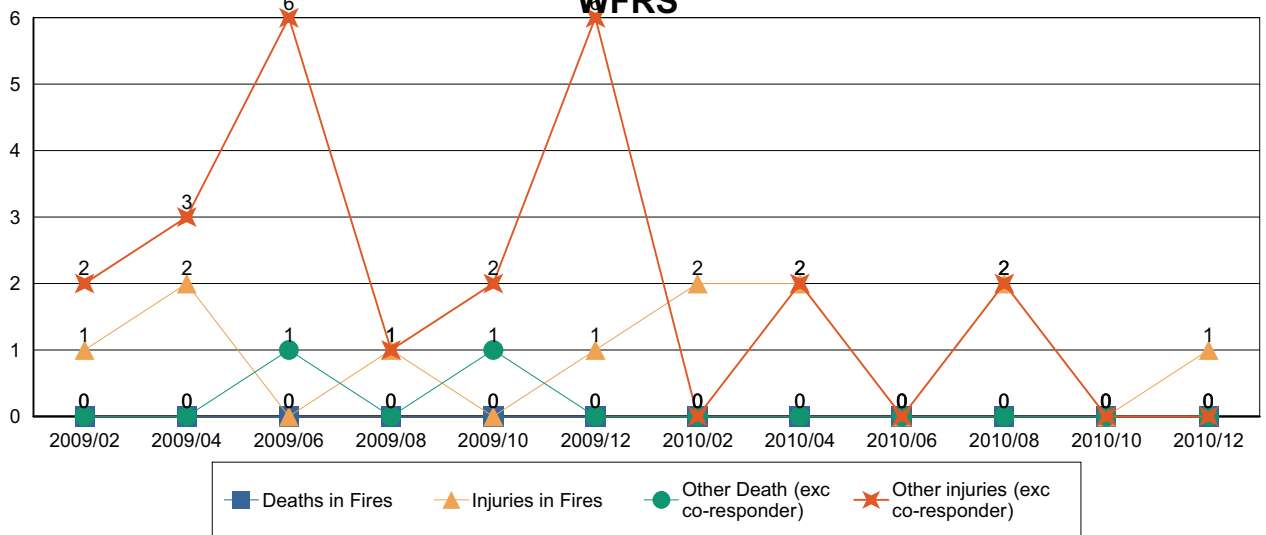
Non-Fire incidents attended by WFRS



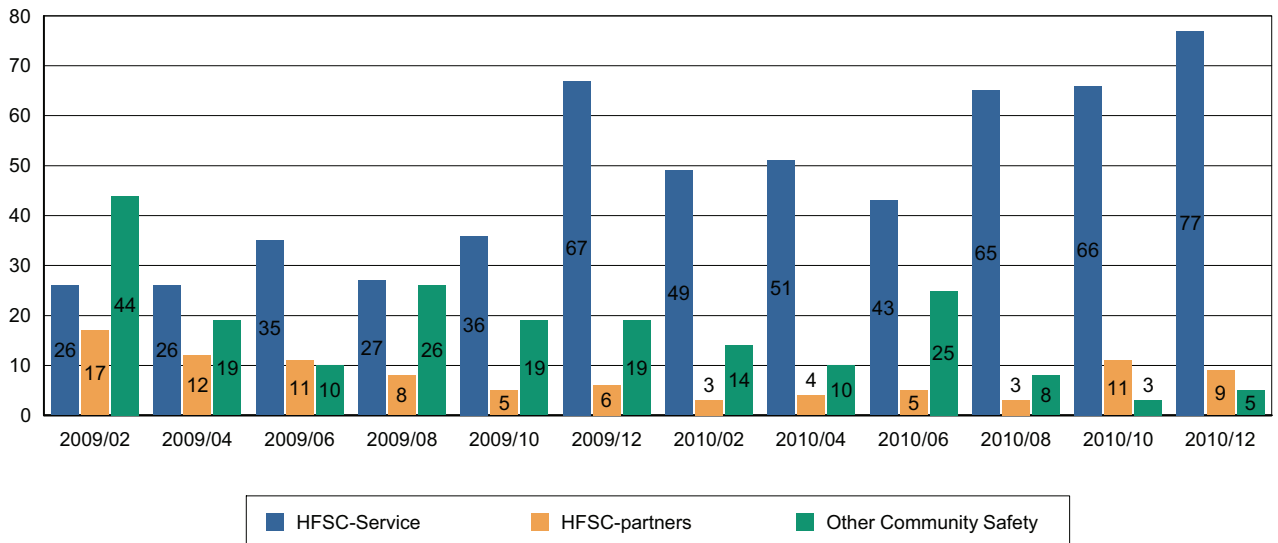
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

Item 14a

Report to	Salisbury Area Board
Date of Meeting	20 January, 2011
Title of Report	Area Board Project: Street Survival Packs

Purpose of Report

To ask the Board to approve the attached application, submitted by the Fire & Rescue Service and considered by Members to be an initiative worthy of supporting as an 'Area Board project' as it sits outside of the criteria of the Community Area Grant Scheme.

- The Wiltshire Fire & Rescue Service are seeking £800.00 to supply 20 x street survival packs @ £40 to support homeless people in Salisbury.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In addition to the Community Area Grant Scheme, Area Boards are able to use a proportion of their funding for projects which fall outside the criteria of the Community Area Grant Scheme. These projects would be initiated by Area Board members for consideration and approval by the Area Board.
- 1.3. Any project initiated by a Councillor outside of the Community Grants system must have the approval of the Area Board and should clearly set out one or more of the following:
 - Evidence of community need
 - Clear links to the community plan
 - Evidence that it addresses an on-going issue that has been logged via the Community Issues System
- 1.4. The Area Board may wish to agree to limit the amount of money used for Area Board projects in order to retain a viable grants pot. This might be a set sum or a percentage of the whole budget.
- 1.5. In considering requests the Area Board will need to bear in mind the impact this will have on the amount of funding available to support applications from local community groups and organizations
- 1.6. The 2010/2011 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) or paper versions are available from the Community Area Manager.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Community Area Grant Application Pack 20010/11 (specifically in relation to Area Board Project Guidance Notes)
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2010/11 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 6 rounds of funding during 20010/11. The fifth is contained in this report the remaining will take place on;

- 17 March, 2011

3. Environmental & Community Implications

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

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Salisbury Area Board.
- 4.2. Salisbury Area Board has been allocated a 2010/2011 budget of £78,247 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2009/2010 budget is £0.00. This leaves a total budget of £78,247 for the 2010/2011 budget.
- 4.3. To date, the Area Board has funded a total of £43,534.00 covering 11 community grants and community partnership core funding. This leaves £34,713.00 available in the budget up to March, 2011.
- 4.4. If this Area Board project application is approved at the 20 January, 2011 meeting, the Board will have a balance of £33,913.00.

5. Legal Implications

- 5.1. There are no specific Legal implications related to this report.

6. HR Implications

- 6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

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

8. Area Board Project Application

Ref	Applicant	Project proposal	Funding requested
8.1	Wiltshire Fire & Rescue Services (WFRS)	To provide 'Street Survival Packs' to 'street homeless' people in the Salisbury Community Area	£800.00

- 8.1.1. The Wiltshire Fire & Rescue Services has requested a community grant of £800 to provide Street Survival Packs to street homeless people in the Salisbury Community Area.
- 8.1.2. This application does not meet the Community Area Grant criteria as it comes from a statutory body (WFRS) who would normally be expected to fund this through its core services. As the attached application states, the street survival packs were originally funded jointly by the West Wiltshire District Council (WWDC) and the WFRS's local commander's Community safety budget. With the demise of the WWDC, the WFRS no longer has a budget to cover the cost of the street survival packs.
- 8.1.3. The original funding allowed the WFRS to set up the project, working with Alabare Christian Care Homes to provide and distribute street survival packs to street homeless in Trowbridge in response to incidents of accidental and deliberate fires in void buildings where street homeless people were seeking shelter and trying to keep warm. There was also evidence of a death of a homeless person who had died of hypothermia. A need for these packs was also identified in Chippenham and Salisbury with requests coming from organisations who had direct contact with street homeless, such as the Police, Probation Services and Alabare.
- 8.1.4. As this project did not meet our community grant criteria, a submission to the Performance Reward Grant Scheme was considered, however, due to the length of time between submission of an application and a decision by the PRG panel on 28 March, 2011 and the need for these packs to be distributed this winter, councillors agreed that if the project met the Area Board project criteria, 'evidence of need' this should proceed as an Area Board project.
- 8.1.5. Evidence has been sought of numbers of homeless/rough sleepers in the Salisbury area from two sources, Wiltshire Council's Chair of the Rough Sleepers Forum (RSF) and Alabare, Christian Care Homes. The Chair of the RSF confirms that an estimated street count undertaken on night of 9 November 2010 recorded two rough sleepers in Salisbury on that night and figures forwarded to the government show an estimated count figure of 13 rough sleepers for the whole of the Wiltshire Council area. Alabare, who were responsible for previous distribution of approximately 20 packs in Salisbury estimate that this varies from a low figure of 1 or 2 or can be as high as 12 – 20. Alabare estimates there is now a need for an additional 20 packs for Salisbury.
- 8.1.6. Note was made of the Sleep Out event in the Cloisters in 2010 to highlight the plight of rough sleepers, however, although a couple of former rough sleepers came along, there were none on the night and consequently no packs were issued. The Sleep Out will be repeated on Friday 4th March 2011.
- 8.1.7. The WFRS will be working with Alabare who will be responsible for distributing the packs and if the application is successful, distribution of the packs will happen by the end of February, 2011
- 8.1.8. The Chair of the RSF advised that if the Board decides to fund the street survival

packs, that these should be issued by the local authority in partnership with the FRS who are invited to attend the forum, to ensure they were distributed to those who were generally street homeless.

Appendices:	Appendix 1 Area Board Project Application: Street Survival Packs Appendix 2 Street Survival Packs: Breakdown of Costs
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Report Author	Marianna Dodd, Salisbury Community Area Manager Tel: 01722 434696 E-mail: Marianna.dodd@wiltshire.gov.uk
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Area Board Project

1. What is the Initiative?

WILTSHIRE FIRE & RESCUE SERVICE(WFRS) - STREET SURVIVAL PACKS

2. Where is the initiative taking place?

Salisbury Community Area Board area - there are also other projects planned across other community areas, namely Chippenham and Trowbridge.

3. When will the initiative take place?

As soon as funding is granted and released WFRS can source the materials and items and make up the Street Survival Packs to be distributed by ALABARE CHRISTIAN CARE HOMES Drop In centre in Salisbury within 15 working days.(End of February)

4. What are the Community benefits/evidence of need/links to Community Plan/Community Issue?

Reduction in accidental fires caused by street homeless persons lighting candles or fires in void buildings;
Reduction in accidental fire deaths and or injuries caused to Street Homeless persons or other members of the community
Increased self confidence and capabilities of Street Homeless people, to enable them to survive the extremes of cold weather and street living, maintain personal dignity.

5. What is the desired outcome of this initiative?

Reduce the instances of accidental fires and the associated risks of fire related deaths and injuries amongst Street Homeless

6. Who will Project Manage this initiative?

Group Manager Ian Rennie
Salisbury Fire Station

7. Costs/quotes/ match funding? (total cost £5k require 1 quote, total cost £5k-25k require 3 quotes)

20 x Street Survival packs @ £40 =£800. A break down of actual costs as paid by WFRS to suppliers in early 2010 is detailed in Appendix A. The cost per pack at that time was £40 however, prices will have fluctuated and increased and an updated quotation from suppliers will be requested and supplied to the CAM as soon as possible.

The packs comprise of the following items:

Rucksack; knife/fork/spoon set; plastic plate; sewing kit; bed roll; wind up lantern; poncho; sleeping bag; plastic mug; can opener; towel; emergency blanket; metal ashtray tin; toilet roll; wet wipes; toothbrush; socks; tooth paste; first aid kit; pack of razors; sanitary towels; vacuum flask

In kind funding:

WFRS staff will source and make up the packs ; approximately 10 hours @ £ 12.78 , total£127.80 and staff from ALABARE will store and distribute the packs

WFRS will supply 20 x smoke alarms @£6.10 = £122.00p

8. Additional information

Some two years ago the WFRS commenced a project to provide 'Street Survival Packs' to 'street homeless' people primarily in Trowbridge where we had experienced accidental and deliberate fires in void building where street homeless people were seeking shelter and trying to keep warm. There had also been a death of a homeless person who died of hypothermia.

The Street Survival packs were funded jointly by the then West Wiltshire District Council and our local commanders Community safety budget. The bags contained a sleeping bag, basic toiletries, knife/fork/spoon/plate/mug/can opener, wind up lantern, metal ashtray and a smoke alarm. The initial packs were distributed via ALABARE Christian Care Homes who ran services for street homeless in Trowbridge. Very quickly the packs were also being required in Chippenham (Distributed by DOORWAY) and in Salisbury (ALABARE). So far 90 packs have been issued across Salisbury, Trowbridge and Chippenham (30 in each area)and WFRS have no more and no budget to replace. Each pack cost approximately £40.

The packs have been requested by organisations who come into direct contact with Street Homeless such as the police and Probation Service.

ALABARE Christian Care Homes Drop In Centre Leader estimates that there is a need for an additional 20 x packs in the Salisbury community area. A request has been made to ALABARE to give approximate numbers of current rough sleepers in the area.

Any packs funded by the Salisbury CAB would only be distributed in the CAB area by ALABARE and WFRS

Additional data and endorses will be forwarded to the CAM.

Michael R Franklin MInstLM
Partnership and Community Engagement Manager
Wiltshire Fire & Rescue Service
Service Head Quarters
Manor House
POTTERNE
SN105PP
Tel: 07919 306037 e-mail: michael.franklin@wiltsfire.gov.uk

Street Survival Bag Costing Breakdown (2nd Phase)

Item	Quantity	Supplier	Cost per item (exc VAT)	Postage/ Handling	Cost (exc Vat)	VAT	Cost (Inc Vat)			
KFS set	100	BCH Camping	0.67		67.00	10.00	77.00			
Plastic plate	100	BCH Camping	0.83		82.61	12.39	95.00			
Sewing kit	100	BCH Camping	1.00		100.00	15.00	115.00			
Bed Rolls	100	BCH Camping	3.04		304.34	45.66	350.00			
Lanterns	100	BCH Camping	4.32		432.17	64.83	497.00			
Rucksack	100	BCH Camping	10.37		1036.52	155.48	1192.00			
Poncho	100	BCH Camping	1.00		100.00	15.00	115.00			
Sleeping Bags	100	BCH Camping	7.97		797.40	119.60	917.00			
Plastic mug 550ml	100	BCH Camping	0.40		40.00	6.00	46.00			
Can Opener	100	BCH Camping	0.67		67.00	10.00	77.00			
Towels	100	Field Textiles Ltd	0.50	15.00	65.00	9.75	74.75			
Emergency blanket	100	Harrison Systems	0.85		85.00	12.75	97.76			
Survival Bags	100	Harrison Systems	2.75		275.00	41.25	316.25			
Tobacco Tins	100	Pazyryk Ltd	0.64	9.09	73.09	10.97	84.06			
Toilet Roll 6 roll pack	17	Wilkinsons	0.65		11.08	1.67	12.75			
Refuse Sack 40 roll pack	10	Wilkinsons	0.92		9.13	1.37	10.50			
Wipes 80 sheets	100	Wilkinsons	0.76		75.65	11.35	87.00			
Tooth Brush 2 pack	100	Wilkinsons	0.12		12.17	1.83	14.00			
Socks 3 pack	67	Wilkinsons	0.86		57.68	8.65	66.33			
Toothpaste	100	Wilkinsons	0.17		17.39	2.61	20.00			
Sandwich Bag x 100	2	Wilkinsons	0.60		1.20	0.18	1.38			
First Aid	100	Wilkinsons	0.83		83.48	12.52	96.00			
Razors 5 pack	40	Wilkinsons	0.12		4.87	0.73	5.60			
Sanitary Towels	10	Wilkinsons	0.74		7.40	1.10	8.50			
Flasks 0.5l	100	Wilkinsons	2.17		217.39	32.61	250.00			
TOTAL					4022.57		4625.88			

Pack Cost £40

Item 14b

Report to	Salisbury Area Board
Date of Meeting	20 January, 2011
Title of Report	Community Area Grants

Purpose of Report

To ask Councillors to consider 1 application seeking 2010/11 Community Area Grant Funding

Silver Surfers are seeking £1,500.00 to set up and run a Silver Surfers Club for Harnham and the surrounding area which will provide facilities and training for those over 50, on how to use the computer, and in particular to use the internet.

The Officer recommends an Award of £1,500.00 subject to:

- The applicant receiving confirmation of £1,500 match funding received from Salisbury City Council's Community Fund as indicated in the Community Grant Application. This information to be communicated by the applicant to the Community Area Manager before Wiltshire Council funds are released.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons as to why this should justify an exception to the criteria.
- 1.3. In accordance with the Area Board Grants Guidance officers are required to provide recommendations in their report, however, the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4. Funding applications will be considered at every Area Board meeting.
- 1.5. Salisbury Area Board has been allocated a 2010/2011 budget of £78,247 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2009/2010 budget is £0.00. This leaves a total budget of £78,247 for the 2010/2011 budget.
- 1.6. The 2010/2011 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) or paper versions are available from the Community Area Manager.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Community Area Grant Application Pack 20010/11• Salisbury City Community Area Plan 2004 – 2009• Local Agreement for Wiltshire
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2010/11 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 6 rounds of funding during 20010/11. The fifth is contained in this report the remaining will take place on;
 - 17 March, 2011

3. Environmental & Community Implications

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

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Salisbury Area Board.
- 4.2. Salisbury Area Board has been allocated a 2010/2011 budget of £78,247 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2009/2010 budget is £0.00. This leaves a total budget of £78,247 for the 2010/2011 budget.
- 4.3. To date, the Area Board has funded a total of £43,534.00 covering 11 community grants and community partnership core funding. This leaves £34,713.00 available in the budget up to March, 2011.
- 4.4. If the Community Area Grant submitted to the 20 January, 2011 meeting is awarded in line with officer recommendations, the Salisbury Area Board will have a balance of £33,213.00.

5. Legal Implications

- 5.1. There are no specific Legal implications related to this report.

6. HR Implications

- 6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

- 7.1. Community Area Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
9.1 Grant Register ref no: SAL 036-10	Harnhams Silver Surfers Group	To set up and run a Silver Surfers Club for Harnham and the surrounding area.	£1,500.00

8.1.1. The Officer recommends that the total amount of £1500.00 requested is awarded for this project subject to:

- The applicant receiving confirmation of £1,500 match funding received from Salisbury City Council's Community Fund as indicated in the Community Grant Application. This information to be communicated by the applicant to the Community Area Manager before Wiltshire Council funds are released.

8.1.2. This application meets the grant criteria 2010/11.

8.1.3. This application demonstrates a link to the Salisbury Community Plan in respect of its planned inter-generational span, building relationships between the young and the old. This in turn can reduce the fear of crime. (P6 of community plan 2004-9)

8.1.4. The concept of a Silver Surfers Club (SSC) for Harnham came from the Salisbury Diocese, Ecumenical Mission Enabler suggesting that if any of the Churches Together members had a suitable venue, they might consider setting up a Silver Surfers Club. However, it must be emphasised that the SSC is not a religious group, it is open to everyone in the community providing an opportunity for different generations to work together. It is a non-profit making club, working closely with Age UK and is administered and run by St George's Hall Committee consisting of Chairman, Treasurer, Secretary with a further five committee members living in Harnham. The Club's Terms of Reference main objective is to provide training on using a computer and the internet, open to all over 50 in Harnham and surrounding areas although priority will be given to Harnham residents.

8.1.5. The project location will be the St George's Hall Meeting Room, Harnham. The Club has identified an individual responsible for computer training and maintenance and training assistants will be provided by Bishop Wordsworth School for boys as part of their community service.

8.1.6. The Club intends to have 6 laptops initially and will purchase relevant software, i.e.,

two packs of McAfee total protection for three users and Microsoft Office for one computer to illustrate what ITC programmes are available (Word, Excell, Powerpoint). The Club will ensure provision of secure, lockable storage facilities for the IT equipment and has provided an estimate of £500 to cover this. In kind support has been costed as 5 days at £50 per hour for the administrative set up of the project.

- 8.1.7. Evidence of local need for this project had been identified after contact was made with a Silver Surfers Group in Southampton who highlighted that as a result of the campaign launched by the BBC to get people on-line, they were getting many requests from Wiltshire residents asking to join their group.
- 8.1.8. The project will promote equality through its efforts to bridge the generation gap by offering the over 50's the same access to computers and facilities as other generations.
- 8.1.9. A decision not to fund this application would mean the project would not proceed.

Appendices:	Appendix 1 Grant application – Silver Surfers Club
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Marianna Dodd, Salisbury Community Area Manager Tel: 01722 434696 E-mail: Marianna.dodd@wiltshire.gov.uk
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Community Area Grant Application Form 2010/2011

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED
We strongly advise that you contact your Community Area Manager before completing your application.

1 - Your organisation or group			
Name of organisation	Harnham Silver Surfers Group		
Contact name			
Contact address			
Contact number	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: center;">e-mail</td> </tr> </table>		e-mail
	e-mail		
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		
2 – Your project			
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Salisbury		
Does your town/parish council know about your project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
What is your project? Important: This section is limited to 300 characters only (inclusive of spaces).	To set up and run a Silver Surfers Club for Harnham and the surrounding area. To provide facilities and training for those over 50, on how to use the computer, and in particular to use the internet. To provide this in a setting where the surfers can work at their own pace.		
Where will your project take place?	Harnham Church Hall		
When will your project take place?	As soon as possible		
How many people will benefit from your project?	36 in first year.		
How does your project demonstrate a direct link to the community plan for your area?	Training the over 50's in the use of the internet, to enable them to access online services and to communicate with family and friends		
Please provide a reference/page no.	P9. equality of opportunity for all		

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans.
 The project allows inter-generational work and builds relationships between the young and the old. This in turn can reduce the fear of crime. (P6 of community plan 2004-9)

How did you discover there was a need for your project and how will your project benefit your local community?
Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)
 The idea for this project came from an email from a Salisbury Diocese, Ecumenical Mission Enabler. Suggesting that if any of the Churches Together members had a suitable venue they may consider, setting up a Silver Surfer Club. We have also obtained a list of around 12-20 people provisionally interested in attending the project. We made contact with a Silver Surfers Group in Southampton - who highlighted to us that as a result of the campaign launched by the BBC to get people on-line they were getting many requests from Wiltshire asking to join their group. This showed us that there was a demand for similar projects locally.

Any other information about your project.

3 - Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	Male	<input type="text" value="2"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="1"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?
 Funded by wider participation - In the first year we hope to run 4 courses during the day and possible 2 groups in the evening. We are estimating that a 10 week day time course would be around £45. (ie £4.50 per week) The evening course would be slightly more as volunteer helpers would not be available. Initially the facilities will be primary for the Silver Surfers, with perhaps an internet cafe. Later equipment to be made available to other user ie Guides, Alzhiemers for small fee.

If you were not awarded the full amount requested, what would be the impact on your project?

It would not proceed with out this or other funding.

How will you know whether your project has made a difference in the community?

Demand and reputation. We are hoping that local people will benefit from the group, in some cases walking or using the bus service (bus stop directly opposite hall) thus cutting down on cars into the city and surrounding area. The over 50's will be able to shop for services and goods on the internet, thus making their pension go further. Probably the most important would be communication - as family grow up and move away, it would provide a facility to keep in touch with family and friends.

Have you contacted Charities Information Bureau for help with your application/ to seek funding?

Yes

No

To who have you applied for funding for this project (other than Wiltshire Council)?

Salisbury City Community Fund

Have you been successful?

Yes

No

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

Yes

No

If yes, please state which ones.

Are you in receipt or anticipating other funding from Wiltshire Council for this project?

Yes

No

4 - Information relating to your last annual accounts (if applicable)

Year ending:

Month:

Year:

A - Total income:

£

B - Minus total expenditure:

£

Surplus/deficit for year: (A minus B)

£

Free reserves held:

£

5 - Financial information				
Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Laptop Computers	£2,100	Own fundraising/reserves	p	£178
Software	£250			£
Printer/Scanner	£58	Parish/town council	p	£1,500
Wireless Router	£120			£
Initial Computer equip. set up	£150	Trusts/foundations		£0
Secure Storage	£500			£
Administrative set up of project	£250	In kind		£250
	£			£
	£	Other		£
	£			£
	£			£
	£			£
	£			£
Total Project Expenditure	£3,428	Total Project Income		£1,928
Total project income B		£1,928		
Total project expenditure A		£3,428		
Project shortfall A – B		£1,500		
Award sought from Wiltshire Council Area Board		£1,500		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays		Lloyds Bank TSB		
Please give the title name of the organisations' bank account e.g. current		Harnham PCC		
6 – Supporting information – Please enclose the following documentation				
Enclosed (please tick)				
<input checked="" type="checkbox"/> Written quotes including the one you are going to use <input type="checkbox"/> Latest inspected/audited accounts or annual report <input type="checkbox"/> Income and expenditure budget for current financial year <input checked="" type="checkbox"/> Project budget (if applicable) <input checked="" type="checkbox"/> Terms of reference/constitution/group rules <input type="checkbox"/> Evidence of ownership/lease of buildings and/or land				
For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.				

7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:

a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?

The project will be bridging the generation gap and give the over 50's the same access to computers and facilities as other generations.

b) How does your project work to promote inclusion, participation and good community relations?

We are providing a relaxed environment, education, for over 50's to have the same access to computers and the internet , using the younger generations to assist them, all within our own community.

c) Is your project targeted at a specific group? If yes, please tick any of the following which apply

- Under 25's Over 50's
- Mostly or all men/boys Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

8 - Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Public Liability Insurance
- Equal opportunities Access audit Environmental impact
- Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 30/11/2010

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team

Report to	Salisbury Area Board
Date of Meeting	20 January, 2011
Title of Report	Performance Reward Grant Scheme
<p>Purpose of Report</p> <p>To ask Councillors to consider the details of two attached applications (with additional information contained in this report) for funding from the Performance Reward Grant Scheme:</p> <ol style="list-style-type: none"> 1. The new Wiltshire Infrastructure Support Service – GROW Enhancing Community Support has been delivered from 1 April, 2010. This includes a countywide Volunteer Service for Wiltshire for the first time. This PRG application for £55,694 if approved, would both build on the basic service and develop an accredited volunteer centre for Wiltshire. At present the nearest accredited centre is in Swindon. 2. East Harnham Community Association Limited is seeking £75,000 capital (in 2011-12) for an initiative which will lead to the creation of a new-build Community Centre in the area of East Harnham under the auspices of East Harnham Community Association. Please note the supplementary information in Section 4.1 of this report, referred to in the Performance Reward Grant Application. 	

1. Background

1.1 Wiltshire agreed a Local Public Service Agreement with government that ended in March 2008. This contained 12 'stretch' (difficult) targets that required a number of organisations to work together to achieve the improvement. Our performance against these targets earned Performance Reward Grant (PRG) of £5.4m. This is paid by government over two years; half in 2009 and half in 2010.

This presents a unique opportunity for us to put additional resources into our Local Agreement for Wiltshire (LAW) and to combat the recession in Wiltshire through the Action for Wiltshire programme. £1.6m of this grant will be reinvested in the target areas that earned the grant, to take forward Wiltshire's ambitions. Another £1m will support some countywide initiatives under Action for Wiltshire. The balance of £2.8m is available over two to three years for bids supported by Area Boards that propose initiatives that take forward those things in the LAW and Action for Wiltshire that are important to local people.

Ideally all community areas of Wiltshire will benefit from this scheme, and there will be a spread of initiatives across LAW ambitions and Action for Wiltshire. We understand that not all bids will be made at the same time, and that proposals will take time to develop. The timing of local initiatives will also vary. To help ensure that projects in all community areas have the opportunity to bid, the funding will be released in 3 month tranches of £250,000. We will keep this under review and if appropriate will vary the timing and amount of funding in

each tranche. At the end of the tranche any unallocated money will go back into the pool for future bids. Any bids pending when all the money in that tranche has been allocated will be carried forward to the next tranche.

The government imposes a grant condition that the grant must be used half for capital and half for revenue expenditure. Guidance on what counts as 'capital' is given in the funding pack on the Wiltshire Council website. Experience so far is that bids tend towards revenue expenditure, so it may be easier to get funding for 'capital' type initiatives.

Bids will initially be submitted as 'Expressions of Interest' to the local appropriate Area Board. The Area Board will make a decision as to which bids it supports. Lack of support from the Area Board does not rule out the bid going forward to the grant scheme.

Full details of the Scheme and a Funding Pack are available from the Wiltshire council website: www.wiltshire.gov.uk/.../localagreementforwiltshire/performanceawardgrantscheme.htm

2. Criteria for the Grant Scheme

2.1 Points to consider are:

- Funding under this scheme is for initiatives that have local support and will take forward ambitions in the Local Agreement for Wiltshire, or help combat the recession as part of the Action for Wiltshire programme. Information on this is provided in the grant pack.
- It is one-off funding, so should not be used for things that will result in an unfunded financial commitment after the end of the project. As part of the bid you will be asked to confirm that no unfunded commitments will result from your proposal.
- In total, Performance Reward Grant must be spent half on revenue and half on capital expenditure (guidance is given in the pack). Experience is that many initiatives are 'revenue', so there may be more money left available for 'capital' bids. We will need to account to government on the use of the grant, so will ask you for information on what the money will be used for.
- It is important that these initiatives have a positive local impact, and that we are able to show success. So you will be asked how you will measure that success – and we will ask you to let us know how well it worked.

The use of the grant will fall within the Area Board's usual good governance arrangements.

Ref	Applicant	Project proposal	Funding requested
3.1	Janice Fortune, Chief Executive Officer, DEVELOP Enhancing Community Support	The new Wiltshire Infrastructure Support Service – ‘GROW’ <i>Enhancing Community Support</i> includes a countywide Volunteer Service for Wiltshire for the first time. This application, if approved, would both build on the basic service and develop an accredited volunteer centre for Wiltshire. At present the nearest accredited centre is in Swindon.	£55,694

Summary:

The proposed service would offer the six core functions of a Volunteer Centre as prescribed by Volunteering England. The benefits to all community areas in Wiltshire will include better access to volunteering opportunities and support to individuals, Employer Volunteering scheme, specialised support, information and good practice services, access to draw down further funding via Volunteering England to support volunteering, and access to support and information as part of a national framework.

What the bid will fund:

- One part time Development Worker post to focus on achieving the six core functions of an accredited Volunteer Centre for Wiltshire, at the same time supporting the team to increase opportunities for volunteering and supporting organisations to attract volunteers.
- One half-time Development Worker post to develop an Employer Supported Volunteering scheme working with local employers to actively encourage and support staff to volunteer in their community. Promote opportunities and arrange local Community Challenge Events.
- Laptop computer with remote access; mobile phone; display boards; promotional materials; signage; accreditation fees

Outcomes to be delivered:

- Increased volunteering opportunities both formal and informal for potential volunteers
- Increased awareness of volunteering opportunities through promotion and marketing
- Knowledge of Employer Supported Volunteering scheme by local employers
- Successful Community Challenge Events

Beneficiaries:

- Voluntary Organisations who rely on volunteers to deliver their service
- Voluntary Organisations looking for Trustees
- Statutory organisations who use volunteers to enhance delivery of their service
- Community Areas undertaking community challenge and community projects
- Individuals who need help and support to access employment or return to work
- Young people seeking experience to get into employment
- Retired professional people wishing to ‘give something back’ to the community
- Mums returning to work and wishing to gain confidence
- Isolated and lonely people looking for social contact and a purpose in life
- Employers and staff

THE BOARD IS INVITED TO LEND ITS SUPPORT TO THIS BID AND RECOMMEND THAT THE PRG PANEL APPROVES THE WILTSHIRE VOLUNTEERS PROJECT

Ref	Applicant	Project proposal	Funding requested
4.1	East Harnham Community Association Limited	This initiative will lead to the creation of a new-build Community Centre in the area of East Harnham under the auspices of East Harnham Community Association. Building will start in 2011-12.	£75,000 capital (in 2011-12)

SUPPLEMENTARY INFORMATION TO THE APPLICATION

1. EAST HARNHAM COMMUNITY ASSOCIATION

- 1.1. East Harnham Community Association is a company limited by guarantee and which has charitable status.
- 1.2. The Association enjoys strong local support and this was evidenced by the numbers of individuals and households who put themselves forward to support and help with the development of the Community Centre.
- 1.3. There is also strong local support from the Parish of Harnham for the establishment of this important amenity although clearly it will not be a specific religious centre.

2. BACKGROUND TO THE PROJECT

Community Profile

- 2.1. East Harnham is situated on the south western boundaries of the city of Salisbury in southern Wiltshire. The community consists of some 1200 households.
- 2.2. The ward population at the time of the 2001 census was 3762 (all ages) and was structured as follows:

	Harnham East	Wiltshire County
• percentage of the population aged 15 years or under	20.89%	20.48%
• percentage of the population aged 65 years or over	14.84%	16.45%

- 2.3. The ward shared a population profile not dissimilar to Wiltshire as a whole although this has been changing as a result of a series of major housing developments that have spanned several years. These developments have led particularly to increased numbers of families with children and young people.

- 2.4. Although there are facilities and amenities in the neighbouring ward of Harnham West these are not easily accessible given that the two wards are separated by a major trunk road and the eastern and western boundaries are several miles apart.

Local Need and Support

- 2.5. East Harnham Community Association identified a need for accessible facilities in the form of a Community Centre in order to serve the growing population of the area.
- 2.6. An initial opportunity to construct a new purpose built Community Centre came as a result of an agreement by housing developers to contribute capital funding towards the development of the Centre.
- 2.7. East Harnham Community Association surveyed residents in the area and demonstrated high levels of support for a Centre that could offer a wide range of activities and meeting rooms.
- 2.8. The respondents to the survey both offered support and help for the project and identified a range of activities and facilities that they would wish to see operating within the centre. These aspirations have been reflected in the proposed content of the Community Centre.
- 2.9. Salisbury City Council and Wiltshire Council are both actively supporting the project both through advice and expertise as well as funding.

3. OUTLINE OF THE PROJECT

- 3.1. The Centre has been designed to offer:

- small and large meeting rooms;
- space for a range of activities;
- the potential for a designated area for Sure Start (*see paragraphs 3.4 to 3.7 below*).

- 3.2. The following offers a flavour of the types and range of activities which were identified by local people in the proportions shown through the household survey:

Educational	10.2%	Seniors Group	6.9%
Community Celebrations	9.8%	Youth Groups	4.1%
Meetings	9.8%	Drama	4.1%
Concerts	9.0%	Whist/Bridge	2.9%
Private Functions	9.0%	Parent/Toddler	2.7%
Dancing	8.4%	Table Tennis	2.7%
Keep Fit	8.2%	Martial Arts	2.4%

Exhibitions 7.8% Short Mat Bowls 2.2%

- 3.3. The architect for the Community Centre has been commissioned to create a building that will deliver maximum flexibility of usage which reflects the range of activities proposed.
- 3.4. Discussions with Wiltshire Council and others had led to a proposition to relocate Sure Start into a more “fit for purpose” centre. Sure Start is currently located in inadequate accommodation for which the lease is coming to an end.
- 3.5. The inclusion of accommodation for Sure Start would be significant in that the proposed East Harnham Community Centre would offer facilities through Sure Start that would benefit families from across the Salisbury area and not only in East Harnham.
- 3.6. Wiltshire Council is committed to the development, but it is not in position at present to meet its expressed wish to contribute the £100,000 capital for the additional cost over and above £500,000 that would have provided designated space for Sure Start.
- 3.7. However, East Harnham Community Association has ensured that the Centre has been designed so that the additional accommodation for Sure Start could be added as a later phase.
- 3.8. Plans have been submitted seeking formal planning permission for the Community Centre development and the intention is to commence building in 2011-12.

4. PROJECT COSTS AND FUNDING

- 4.1. The estimated capital cost of developing the Centre in an accessible location within the community is £500,000 (£600,000 if Sure Start accommodation is included).
- 4.2. £302,000 has already been committed to the development through funding made available from the housing developers.
- 4.3. East Harnham Community Association is actively seeking further capital funding from a range of sources within the limits offered by the grant givers
- 4.4. Other sources that are being pursued include:

Garfield Weston Foundation	Up to £75,000
Church and Community Funding	Up to £15,000
Wiltshire Community First [landfill communities fund]	Up to £25,000
Bernard Sunley charitable foundation	Up to £10,000

Reaching communities [Big Lottery]	<i>To be confirmed*</i>
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4.5. Fund raising by the local community will take place but this is likely to be modest and not regarded as essential to meeting the overall cost of developing the centre. It is more likely to be aimed at funding specific items of (say) equipment for use in the Centre.

5. SUSTAINABILITY OF THE CENTRE

- 5.1. East Harnham Community Association is concerned to ensure that the Centre will be viable and sustainable in the longer term.
- 5.2. To this end it has worked up an outline business plan and has undertaken a conservative calculation of the known and potential income (from hiring etc.) set against the estimated running costs of the Centre.
- 5.3. The calculation has shown that income will cover running costs and that even a slight surplus could be made in year one.
- 5.4. This work, together with the strong evidence of local need and support for the Centre, offers a high level of confidence in the sustainability of the Centre.

6. SUMMARY

6.1. East Harnham Community Association is seeking a capital grant of £75,000 that will contribute to the establishment of East Harnham Community Centre, offering a range of facilities for local groups and organisations.

To enable this initiative to proceed, the Area Board is asked to support this bid for PRG funding

Appendices:	Appendix 1 Grant Application Form – Wiltshire Volunteer Centre Appendix 2 Wiltshire Volunteers FAQ Appendix 3 Grant Application Form – East Harnham Community Association
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Report Author	Marianna Dodd, Community Area Manager Tel: 01722 434696 E-mail: Marianna.dodd@wiltshire.gov.uk
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Performance Reward Grant Scheme

APPLICATION FORM

To be returned to:

Karen Spence, Performance Manager, Performance Team

Email: wiltshirelaa@wiltshire.gov.uk

Area Board	All Area Boards	
Form submitted by (contact for all queries)	Janice Fortune, Chief Executive Officer, DEVELOP Enhancing Community Support, 3-4 New Road, Chippenham, Wilts SN15 1EJ janice@developecs.org.uk 01249 654089	
Name of initiative	Volunteer Centre Wiltshire	
Brief Description of Initiative	<p>The new Wiltshire Infrastructure Support Service – ‘GROW’ <i>Enhancing Community Support</i> – is being delivered from 1st April 2010. This includes a countywide Volunteer Service for Wiltshire for the first time.</p> <p>This application, if approved, would both build on the basic service and develop an accredited volunteer centre for Wiltshire. At present the nearest accredited centre is in Swindon.</p> <p>The proposed service would offer the six core functions of a Volunteer Centre as prescribed by Volunteering England. The benefits to all community areas in Wiltshire will include better access to volunteering opportunities and support to individuals, Employer Volunteering scheme, specialised support, information and good practice services, access to draw down further funding via Volunteering England to support volunteering, and access to support and information as part of a national framework.</p> <p>This initiative is actively supported by the VCS Unit, Wiltshire Council.</p>	
Please put a cross against the ambition(s) that this initiative will support	Building resilient communities	✓
	Improving affordable housing	
	Lives not services	✓
	Supporting economic growth	✓
	Safer communities	✓
	Protecting the environment	✓
	Action for Wiltshire – combating the recession	
Amount of funding sought	£55,694	

<p>What will this money be spent on? (please show split between capital and revenue. For capital expenditure guidance – see Appendix 1 in the Bid Pack)</p>	<p>One part time Development Worker post to focus on achieving the six core functions of an accredited Volunteer Centre for Wiltshire, at the same time supporting the team to increase opportunities for volunteering and supporting organisations to attract volunteers.</p> <p>One half-time Development Worker post to develop an Employer Supported Volunteering scheme working with local employers to actively encourage and support staff to volunteer in their community. Promote opportunities and arrange local Community Challenge Events.</p> <p>Laptop computer with remote access; mobile phone; display boards; promotional materials; signage; accreditation fees</p>
<p>Please describe how your initiative will support the ambition(s) indicated above, and summarise the action that will be taken</p>	<p>Volunteering is a priority for Wiltshire. Without volunteers many services would not be so efficient or effective and the cost of providing services would be greatly increased.</p> <p>In Wiltshire, which is a large rural county, voluntary and statutory sectors both rely heavily on volunteer support. To enable this support to be effective organisations that use volunteers need to know that the support is of good quality. The six core functions are:</p> <ol style="list-style-type: none"> 1. Brokerage 2. Marketing volunteering 3. Good practice development 4. Developing volunteering opportunities 5. Policy response and campaigning 6. Strategic development of volunteering <p>Establishing a recognised accredited Volunteer Centre would provide increased benefits for both volunteers and organisations:</p> <p><u>For Volunteers</u></p> <ul style="list-style-type: none"> • Motivation • Increased skills • Increased likelihood of gaining paid work after their experience of volunteering • Personal development • Recognition of their contribution to the organisation and community <p><u>For the Organisation</u></p> <ul style="list-style-type: none"> • Volunteers who are more effective and skilled in their tasks

- Improved retention of volunteers
- Easier recruitment of volunteers
- Improved service/results of volunteer
- Access to potential Trustees – skills bank
- Increased access to volunteers
- Employers working to support community initiatives – employer volunteering

Building Resilient Communities

Target – increase the number of people becoming volunteers. Many local services are run by volunteers. Through working with communities, gaps in services, local issues and initiatives can be taken up by a small group of people that have an interest in their community. It is important to provide support to ensure best practice through strategic leadership. Wiltshire is encouraging ownership and engagement in communities to build social capital and this is usually created through empowering volunteers.

Highlighting and encouraging Employer Supported Volunteering will help identify and gaps in service and provide additional support working with local businesses.

Lives not services

Volunteering is a route to recovery for some people who have suffered from physical or mental health problems or a crisis in their lives and support and opportunities to volunteer can often make a positive contribution towards a better quality of life.

Volunteering for young people and in particular NEETS, builds confidence to achieve and move on in their lives to employment, getting a home of their own and maturing into adults that can contribute to their community.

Equally services being provided by voluntary organisations to support independent living need ongoing support to operate effectively, safely and efficiently. The Personalisation Agenda has a huge effect on how services are delivered and the role the voluntary sector plays in supporting and delivering these services. Comprehensive cohesive support for organisations is therefore vital. Both small and large voluntary and community groups providing services all need support, information and guidance to attract suitable volunteers.

Increased wellbeing for staff that are valued by employers and supported to undertake volunteering opportunities within their communities.

Supporting economic growth

Volunteering is the perfect platform for people to regain confidence in a redundancy situation and opens doors to permanent employment opportunities. Volunteering opportunities for young people to try taster sessions in a career they are interested in or gain experience to contribute to a CV to help them get a job.

Organisations benefit from help and advice from volunteering for professionals who have found themselves in a redundancy situation. The nature of charities welcomes experienced people to stand as Trustees and help organisations to operate in a more professional manner. Organisations are then able to actively contribute to economic growth bringing a wealth of experience through volunteers.

Employer volunteering can bring benefits for the business as well as voluntary organisations and those who they support. It brings employers closer to the communities in which they work. Raising the profile of volunteering and the employers supporting volunteering.

Safer Communities

Many small voluntary organisations supporting marginalised and disadvantaged people are run either solely by volunteers or depend heavily upon volunteers. These organisations' services contribute to reducing crime by providing safe environments for people who are homeless, have drug and alcohol misuse problems or suffer domestic violence.

Without support to recruit and retain volunteers many of these organisations would not be able to operate. These organisations contribute to education of offenders and help them to integrate back into the communities they may be excluded from due to their anti-social behaviour. Owing to the nature of the clients these organisations support it is imperative that volunteers are well trained, protected and supported.

Protecting the Environment

Environmental organisations are one of the biggest users of volunteers next to social care. Wiltshire Wildlife, Canal Trusts, Furniture Recycling organisations and projects, local transport and car sharing schemes, scrap stores all use a great number of volunteers.

With all aspects of volunteering, volunteering support and brokerage a properly funded, accredited Volunteer Centre would provide the hub and first point of contact for issues relating to volunteering and volunteer management.

What makes this initiative a local priority (eg evidence from research and local support)

2006 Communities and Local Government (CLG) white paper, Strong and Prosperous Communities includes a single set of 198 National Indicators. These indicators cover all the national priority outcomes which local authorities will be responsible for delivering. NI6 Participation in formal volunteering has been included as a government priority in the National Indicator set in recognition of: The importance of volunteering in empowering individuals, The importance of volunteering in contributing to strong communities and The importance of volunteering in adding value in the delivery of public services. A culture of volunteering will be an asset to each local authority.

The Autumn 2009 Place Survey shows that 29.9% of people volunteered between once a month and once a week.

The Resilient Communities Partnership's strategic aims for 2010 – 2013 has identified four priority areas for action which will help it to achieve its strategic aim of building a strong and vibrant voluntary and community sector. The first aim is to build a strong and vibrant voluntary and community sector. The voluntary and community sector has a key role to play in developing resilient communities. People's involvement in community or voluntary activities helps to create the strong supportive social networks. It is the existence of these networks, and the services the sector delivers, which create resilience.

Support for Volunteering has been identified as a priority area for action because it is recognised that a thriving voluntary and community sector depends on its ability to attract, recruit, train and retain committed volunteers.

'Beyond the Immediate' research carried out by a multi agency partnership led by Age Concern Wiltshire and 'A New Lease of Life' – Older People's Strategy for Wiltshire both identify volunteering as a key in the wellbeing of older people. With an ageing population the opportunity to volunteer contributes to keeping older people healthy and providing social contact and a sense of purpose.

Volunteering is high on Wiltshire's agenda as well as promoted by Government. DEVELOP has been running 'taster sessions' on behalf of the Council to encourage volunteering amongst Council staff. There are also three volunteering challenges planned for community engagement, commissioned by the Council.

The value of using volunteers is widely recognised and a Volunteer Centre for Wiltshire will address issues locally wherever located in the area. It will ensure a cohesive

	<p>professional accredited volunteering support service is available wherever organisations or people are situated in Wiltshire.</p> <p>The Volunteer Centre will be part of the new infrastructure service 'GROW'. It is important that we encourage good volunteer management through developing good practice amongst organisations involving volunteers. Volunteering goes hand in glove with infrastructure support services and one complements and supports the other. Many issues groups experience are volunteer related but cross into the governance, funding and general infrastructure support. Our service will ensure that volunteer support does not stand alone but is integrated as part of a holistic service.</p> <p>To acquire the volunteer quality accreditation will ensure the service provided across Wiltshire which means all Community Areas will receive the same quality support and information to help build vibrant resilient communities.</p> <p>The Employer Supported Volunteering scheme will ensure that volunteering receives a higher profile from employers, encouraging more people to volunteer and support local community initiatives.</p>
<p>How will you know you have been successful?</p>	<p>We are awarded The Volunteer Centre Quality Accreditation by Volunteering England and the official Volunteer Centre Wiltshire can be launched.</p> <p>Publicity for volunteering support will greatly increase and the VBase volunteer database will hold increased numbers of volunteering opportunities available across the whole of Wiltshire. These are regularly uploaded to the national site for volunteering www.do-it.org.uk</p> <p>People in Wiltshire have a greater awareness of how to access volunteering opportunities and organisations will know how and where to access support. Local employers actively encourage their staff to volunteer and support local community challenges.</p>
<ul style="list-style-type: none"> • How will you measure the impact? (may have more than one measure) 	<p>The Volunteer Centre Quality Accreditation is a quality framework for Volunteer Centres specifically addressing the delivery of six core functions of volunteering infrastructure at a local level:</p> <ol style="list-style-type: none"> 1. Brokerage 2. Marketing volunteering 3. Good practice development 4. Developing volunteering opportunities 5. Policy response and campaigning 6. Strategic development of volunteering

	<p>For each of these, a Volunteer Centre is asked to demonstrate that it has processes in place to deliver that function and to monitor the outcome of its delivery.</p> <p>A measurable impact will be an increase of 20% in volunteering opportunities available in Wiltshire on the national volunteering site and an increase of 50% in number of people interviewed and signposted to volunteering opportunities.</p>
<ul style="list-style-type: none"> • What is your improvement target (s), and when do you expect to achieve this/these? 	<p>By the end of Year One we will have</p> <ul style="list-style-type: none"> • Increased volunteering opportunities both formal and informal for potential volunteers • Increased awareness of volunteering opportunities through promotion and marketing • Knowledge of Employer Supported Volunteering scheme by local employers • Successful Community Challenge Events
<ul style="list-style-type: none"> • How will you ensure that the improvement continues after the end of the initiative? 	<p>The intense amount of work involved in acquiring the quality accreditation will provide a solid foundation for future development and the continuous improvement of a comprehensive volunteering service. Gaining the accreditation enables eligibility for opportunities arising to apply for external funding from other sources that relate to different strands of volunteering.</p> <p>Other sources of funding to complement the work of the Volunteer Centre and further development work will be sought.</p> <p>The Wiltshire Infrastructure support tender funding is secured until 2013 to provide a basic brokerage volunteering service, funding is likely to continue on an ongoing basis after that date.</p> <p>The awareness of Employer Supported Volunteering will encourage other employers to get involved. Community Challenge Events will be well publicised and promoted and experience of running events will continue to support future initiatives.</p> <p>The two workers will have produced Information Fact Sheets, Guide Packs and Tool Kits to support volunteering in the future. This support information will be available both in hard copy and downloadable from the website maintained by GROW.</p>
<p>Who will benefit from this initiative?</p>	<ul style="list-style-type: none"> • Everyone! • Voluntary Organisations who rely on volunteers to deliver their service • Voluntary Organisations looking for Trustees to run effectively and professionally

	<ul style="list-style-type: none"> • Statutory organisations who use volunteers to enhance delivery of their service • Community Areas undertaking community challenges, local community projects and addressing local needs • Individuals who need help and support to access employment or return to work • Young people seeking experience to get into employment • Retired professional people wishing to 'give something back' to the community • Mums returning to work and wishing to gain confidence • Isolated and lonely people looking for social contact and a purpose in life • Employers and staff
<p>Confirm no unfunded commitments from this initiative</p>	<p>Please delete the statement that does not apply:</p> <ol style="list-style-type: none"> 1. I confirm that there will be no unfunded financial commitments arising from this initiative.
<p>What are the key risks to success and how will these be managed?</p>	<p>The failure to meet the six quality standards for accreditation.</p> <p>It is unlikely this will occur if suitably experienced workers are appointed to oversee and undertake this project work and works as part of the 'GROW' team.</p> <p>Monitoring of individual work plans, supervisions and appraisals will ensure delivery of targets.</p> <p>Knowledge and experience of volunteering of both Chief Officers currently managing the team will enhance the development of the Volunteer Centre accreditation.</p> <p>Employers may find it difficult to participate in the Employers Supported Volunteering scheme due to the recession. We would work with employers to highlight the benefits to staff and the organisation and give them as much information and professional support as possible.</p> <p>Reporting to Trustees of 'GROW' on a regular basis.</p>
<p>Who will manage the initiative</p>	<p>'GROW' the new voluntary sector infrastructure service managed by DEVELOP/VAK Contact: Janice Fortune, Chief Executive Officer c/o DEVELOP, 3-4 New Road, Chippenham, Wiltshire SN15 1EJ Tel: 01249 65409 email: janice@developecs.org.uk</p>

Signed: *Mollie Groom*

Dated: *10th*

March 2010

This application is supported by Cllr Molly Groom, Horseshoes, 32 Chestnut Springs,
Lydiard Millicent, Wiltshire, SN5 3NA

Additional Information for PRG for Volunteer Centre Wiltshire

Background

The council's Commission for the new VCS Infrastructure Support service includes the 5 Core Functions for an infrastructure support agency, with the addition of training, some additional support for BME groups and critically a volunteering service. Clearly, whilst it is an aspiration of Wiltshire Council to have a fully fledged Volunteer Centre there is insufficient funding to achieve this within the existing resources. This is recognised and acknowledged by the funder and to enable GROW to work towards this it was always understood additional funding would need to be acquired.

Within the GROW team, there are two very part time workers and two volunteers concentrating on providing a basic brokerage service and support for groups to attract volunteers and develop opportunities and advertise. There is no other spare capacity within the team as the commission has other targets to meet.

One way of opening up increased funding opportunities is to enable GROW to gain national accreditation as a Volunteer Centre. To do this there are 6 Core Functions that will need to be evidenced and developed:

1. Brokerage
2. Marketing volunteering
3. Good practice development
4. Developing volunteering opportunities
5. Policy response and campaigning
6. Strategic development of volunteering

Answers to Questions

1. How will the posts and the project be sustained beyond the end of the funding?

To enable GROW to gain the national accreditation there needs to be a dedicated one-off piece of work to build the required evidence and knowledge.. Once this is achieved the day to day work will be maintained by the current (core funded) staff. Becoming an accredited Volunteer Centre will open up opportunities to apply for funding specifically ring fenced for Volunteer Centres. GROW will be working closely in partnership with the Charities Information Bureau to identify funds to support sustainability and continually looking for funding to support volunteering opportunities in the future to build on the accreditation.

2. Are there any baseline figures for the improvement targets given?

DEVELOP only holds limited data around base line figures for North Wiltshire. As there has never been a Wiltshire Volunteer Centre in operation, only district based support through the previous CVSs, it is not possible to provide base line figures.

We have contacted the Economic and Social Research Council-OTS Third Sector Research Centre, who have carried out work on reviewing volunteering statistics but

there is little that is reliable at a local authority level. National surveys like the Citizenship Survey only have a few hundred responses for regions, and therefore any statistics at a County level would not be stable. There is the Places Survey of local authorities, but because of the survey method (postal, not addressed to a specific individual in a household) responses cannot be standardised against other population data so it is not known whether variations between authorities reflect the social mix of the people who live there or not. Also, because of the question used (it asks about "unpaid work" as opposed to "unpaid help") it probably underestimates levels of volunteering.

Building a Volunteer Centre for Wiltshire would give us the hands on ability to start building a picture of the value of the volunteering in Wiltshire.

3. Re. premises costs - Is there an option to utilise existing premises (i.e. perhaps Wiltshire Council)?

The budgets are worked out on a full cost recovery basis and a contribution towards premises is always included in all bids. We will be utilising existing premises and using our outreach offices in Pewsey and Salisbury. DEVELOP would wish to ensure that the local independence of the sector is seen to be maintained and that services are delivered from neutral venues. Furthermore we would not anticipate that use of council premises would be available completely free of charge.

4. What is the Management fee of £7,265 for?

It is proposed to employ two workers dedicated to undertaking and delivering this piece of work. This will require line management, supervision and direction on a one to one basis, managing the budget and reporting to funders ensuring targets are met and employment law is adhered to. Again budgets are worked out on a full cost recovery basis which is recommended and accepted as best practice and forms part of the Wiltshire Council's new Funding Framework for the voluntary and community sector.

Additional Information

Volunteering matters because:

1. Essential to the economy (worth £40 billion)
2. Essential to individuals providing mental and physical wellbeing
3. Essential to public services both internally and working alongside
4. Essential to social wellbeing – building social capital
5. Essential for the future and democratic wellbeing – volunteers are more likely to vote and be involved in their community

Volunteering adds value but it is not free and in the current economic crisis volunteers have an important role to play. A Volunteer Centre provides support for organisations and development of volunteering opportunities that enable people to try new things and make a difference to people's lives. Research show that for every £1 invested in volunteering there is a £7-£10 return. 22 million people volunteer equating to £40 billion.



Performance Reward Grant Scheme

APPLICATION FORM

To be returned to:

wiltshirelaa@wiltshire.gov.uk

Area Board	<i>Salisbury</i>	
Form submitted by (contact for all queries)		
Name of initiative	<i>EAST HARNHAM COMMUNITY CENTRE</i>	
Brief Description of Initiative	<p><i>This initiative will lead to the creation of a new-build Community Centre in the area of East Harnham under the auspices of East Harnham Community Association. Building will start in 2011-12.</i></p> <p><i>The centre has been designed to offer accessible amenities and facilities that will meet the expressed needs and wishes of the local people and families the views of which have been canvassed through local surveys.</i></p> <p><i>The development is in response to the need to meet increased needs that have arisen from local population growth as a result of significant housing developments in the area.</i></p>	
Please put a cross against the ambition(s) that this initiative will support *It is only necessary to identify those ambitions on which you feel your bid will make a significant impact.	Building resilient communities	X
	Improving affordable housing	
	Lives not services	X
	Supporting economic growth	
	Safer communities	X
	Protecting the environment	
	Action for Wiltshire – combating the recession	
	Improving outcomes for Children and young people	X
Amount of funding sought	<i>£75,000 capital (in 2011-12)</i>	
What will this money be spent on?	<p><i>The £75,000 is a contribution to an overall capital cost of £500,000. The sum of £302,000 has been confirmed as being available from funds available from the housing developers. [SEE ALSO THE SUPPLEMENTARY INFORMATION ATTACHED].</i></p> <p><i>The balance is being sought form a series of grant applications.</i></p>	

Is planning permission	If 'Yes': <i>has it been granted?</i>
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required? Yes/ No	<i>An application has been submitted and the granting of permission is pending.</i>
Have quotes been obtained? Yes /No	<i>The architect commissioned to design and plan the Centre has submitted cost estimates. However, formal quotes from potential contractors have not been obtained pending planning permission being granted and funding streams being clear.</i>
<p>Note: Bids will only be considered if they help us to achieve our ambitions in the Local Agreement for Wiltshire. It is important that initiatives have a positive local impact, and that we are able to show success. In this section you are being asked to provide information about how your project contributes, and how you will measure that success. The level of improvement we expect to see will be proportional to the level of the bid: i.e. the more funding required, the greater the level of impact and improvement that will be necessary.</p>	
Please describe how your initiative will support the ambition(s) indicated above, and summarise the action that will be taken	<i>PLEASE SEE ATTACHED SUPPLEMENTARY INFORMATION</i>
What makes this initiative a local priority (e.g. evidence from research and local support)	<p><i>In depth surveys have been undertaken in the local neighbourhood and have exposed the needs that the centre will meet for residents of all ages and interests.</i></p> <p><i>PLEASE SEE ATTACHED SUPPLEMENTARY INFORMATION</i></p>
How will you know you have been successful?	<i>The Centre will have been built and will house a wide variety of activities and facilities that are financially viable.</i>
<ul style="list-style-type: none"> • How will you measure the impact? (may have more than one measure) 	<p><i>Follow up surveys of local people.</i></p> <p><i>Satisfaction surveys of people using the Centre.</i></p>
<ul style="list-style-type: none"> • What is your improvement target (s), and when do you expect to achieve this/these? 	<i>The key target is to ensure that the Centre has been accessed by 100 households in year 1, rising to 200 households in year 2.</i>
<ul style="list-style-type: none"> • How will you ensure that the improvement continues after the 	<i>PLEASE SEE SECTION ON SUSTAINABILITY IN THE ATTACHED SUPPLEMENTARY INFORMATION</i>

end of the initiative? <i>(this is one-off funding)</i>	
Who will benefit from this initiative?	<i>PLEASE SEE ATTACHED SUPPLEMENTARY INFORMATION</i>
Confirm no unfunded commitments from this initiative	Please delete the statement that does not apply: 1. I confirm that there will be no unfunded financial commitments arising from this initiative, or 2. There may be on-going commitments of £ [put in amount] which will be funded from [please complete showing funds within your control that will be committed to this]
Will ongoing maintenance of premises/equipment be necessary?	<i>Yes. East Harnham Community Association has developed a business plan for ensuring the financial viability of the Centre based on anticipated uptake and realistic hire costs.</i>
What are the key risks to success and how will these be managed?	<i>The main risk would be the failure to attract capital grant funding from the range of sources shown in the Supplementary Information.</i>
Who will manage the initiative	<i>East Harnham Community Association will delegate responsibility for managing the Centre at a later stage.</i>

Signed:

Chairman of Area Board

Dated:

NB: It is the responsibility of the Area Board to ensure that:

- bids are robust and well-founded
- public money is spent appropriately and in accordance with the details of the bid and with any conditions placed on approval by the PRG Panel
- the initiatives are managed well to achieve the benefits and that performance improvement is reported

SALISBURY AREA BOARD Forward Plan

ITEM 15

Please note: This is a working document which is subject to change due to availability of relevant officers/partners and relevant timescales.

Date	Location	Area Board Agenda Items (including officer contact details)	Cabinet Member Attending	Other items/events (provisional)
17 Mar 2011	South Wilts Grammar School for Girls, Stratford Road, Salisbury	<ul style="list-style-type: none"> • The Economy • Salisbury Vision • Salisbury City Centre Management • Local Management of Tourist Information Centres • Delegated powers in relation to Community Area Grants <p>Standard items including Updates and Community Area Grants</p>	Cllr Jane Scott OBE (Leader of the Council) – <i>sent apologies</i>	<ul style="list-style-type: none"> • Results of Flooding Consultation • Consultation on Waste Sites • Councillor Code of Conduct
12 May 2011	The Alamein Suite, City Hall, Salisbury	<ul style="list-style-type: none"> • Family • <p>Standard items including Updates and Community Area Grants</p>		
14 July 2011	Salisbury Methodist Church, St Edmunds Church Street, Salisbury	<ul style="list-style-type: none"> • The Environment • <p>Standard items including Updates and Community Area Grants</p>		

Community Area Manager: Marianna Dodd (marianna.dodd@wiltshire.gov.uk)
 Democratic Services Officer: James Hazlewood (james.hazlewood@wiltshire.gov.uk)
 Service Director: Stephanie Denovan (stephanie.denovan@wiltshire.gov.uk)

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