

# AGENDA

**Meeting:** SALISBURY AREA BOARD  
**Place:** Salisbury Methodist Church, St Edmund Church Street, Salisbury SP1 1EF  
**Date:** Thursday 14 July 2011  
**Time:** 7.00 pm

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Representatives from Salisbury City Council  
and Laverstock and Ford Parish Council

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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.**

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

Marianna Dodd (Salisbury Community Area Manager), on 07919 881174 or email  
[marianna.dodd@wiltshire.gov.uk](mailto:marianna.dodd@wiltshire.gov.uk)

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

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

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## Wiltshire Councillors

John Brady	Salisbury St Martin's & Cathedral
Richard Clewer	Salisbury St Paul's
Chris Cochrane ( <b>Vice Chairman</b> )	Salisbury Fisherton & Bemerton Village
Brian Dalton	Salisbury Harnham
Mary Douglas ( <b>Chairman</b> )	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. <b>Welcome and Introductions</b></p>	7.00pm
<p>2. <b>Election of Chairman</b></p> <p>To elect a Chairman for the forthcoming year 2011/12.</p>	
<p>3. <b>Election of Vice-Chairman</b></p> <p>To elect a Vice-Chairman for the forthcoming year 2011/12.</p>	
<p>4. <b>Apologies for Absence</b></p>	
<p>5. <b>Minutes</b> (<i>Pages 3 - 18</i>)</p> <p>To confirm the minutes of the meeting held on 12 May 2011.</p>	
<p>6. <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	
<p>7. <b>Chairman's Announcements</b> (<i>Pages 19 - 26</i>)</p> <ul style="list-style-type: none"> <li>a. End of Life Care</li> <li>b. Queen Elizabeth II Playing Fields Initiative</li> </ul>	
<p>8. <b>Update from Representatives</b> (<i>Pages 27 - 30</i>)</p> <p>To receive updates from Salisbury City Council and Laverstock and Ford Parish Council, in addition to other partner agencies.</p>	7.05pm
<p>9. <b>Update from Salisbury City Community Area Partnership (SCCAP)</b></p> <p>To receive an update from the Community Area Partnership.</p>	7.10pm
<p>10. <b>How can we support each other as we get older?</b></p>	
<p>10.1. <b>Older People's Accommodation Strategy</b> (<i>Pages 31 - 32</i>)</p> <p>To receive a presentation from James Cawley (Service Director – Strategy and Commissioning, Wiltshire Council) on the Older People's Accommodation Strategy, including details on the proposed future use of parts of the Old Manor Hospital site.</p>	7.15pm

	<p>10.2. <b>Help to Live at Home</b> (<i>Pages 33 - 34</i>)</p> <p>To receive a presentation on the Council's programme to improve services to older and vulnerable people in Wiltshire.</p>	7.25pm
	<p>10.3. <b>Carers</b></p> <p>To receive presentations on carers from Wendy Kinge, Manager of the Salisbury branch of Carers Support, and Rhian Bennett, Programme Lead (Carers) for Wiltshire Council.</p>	7.35pm
	<p>10.4. <b>Questions and Comments</b></p> <p>Following the above presentations, the Chairman will invite questions and comments from the floor.</p>	7.45pm
11.	<p><b>Community Area Transport Group (CATG) - Funding for transport schemes</b> (<i>Pages 35 - 42</i>)</p> <p>To consider a report from the Salisbury Community Area Transport Group (CATG), setting out the group's recommendations for the priority scheme(s) to receive funding from the Area Board during 2011/12.</p>	8.00pm
12.	<p><b>Salisbury Campus - Shadow Community Operations Board membership</b> (<i>Pages 43 - 48</i>)</p> <p>Further to the discussion at the previous meeting of the Area Board on 12 May, the Board is asked to appoint the membership of the Shadow Community Operations Board.</p>	8.05pm
13.	<p><b>How do we Provide Services for Young People?</b> (<i>Pages 49 - 50</i>)</p> <p>To receive a presentation on the Commissioning Strategy for Services to 13-19 year olds, how this will affect youth services in the community area, and opportunities for Community Groups to get involved. Followed by the opportunity for questions.</p>	8.10pm
14.	<p><b>Your Local Issues</b></p> <p>Marianna Dodd (Salisbury Community Area Manager) will report on the progress of the issues recently raised by local people.</p>	8.25pm

Detailed information on the progress of individual issues is available on the council's website. Go to [www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards) and click on "Track your community issues".

15. **Community Area Grants** (*Pages 51 - 94*)

**8.30pm**

To consider community grants with the opportunity for questions from the public.

16. **Nominations to Outside Bodies** (*Pages 95 - 96*)

To note the nominations to Outside Bodies made at the meeting on 23 July 2009, which will continue for the 2011/12 year.

17. **Future Meeting Dates and Close** (*Pages 97 - 98*)

**9.00pm**

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

The date of the next meeting is Thursday 15 September 2011, 7pm at South Wiltshire Grammar School for Girls, Stratford Road, Salisbury SP1 3JJ.

**Future Meeting Dates**

Thursday, 15 September 2011

7.00 pm

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

Thursday, 17 November 2011

7.00pm

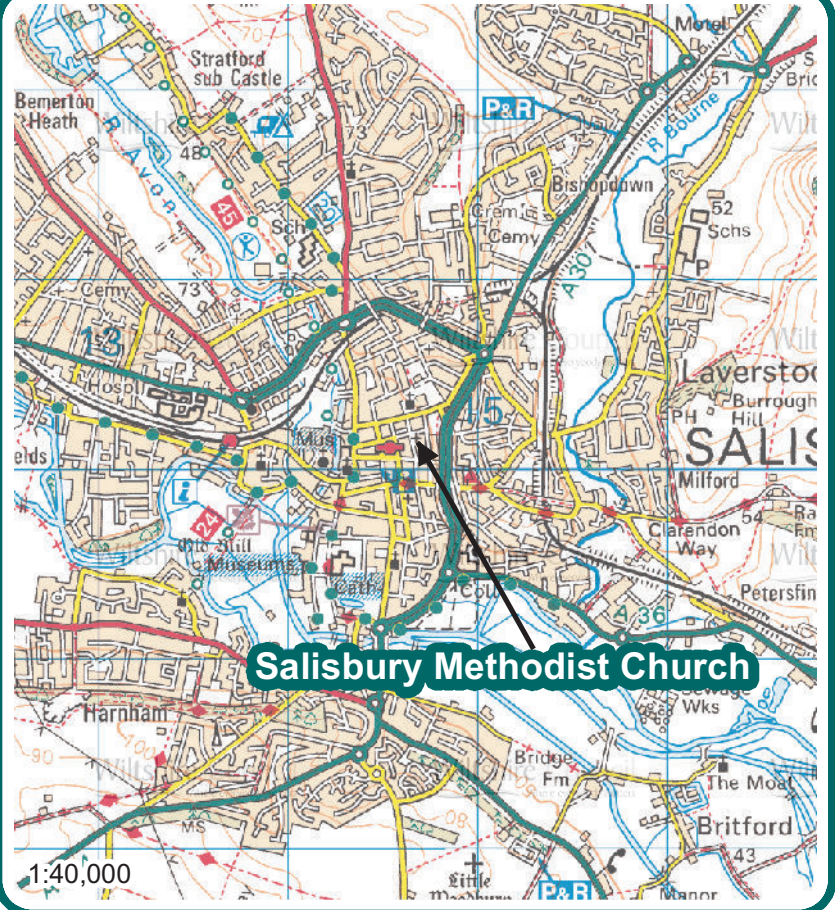
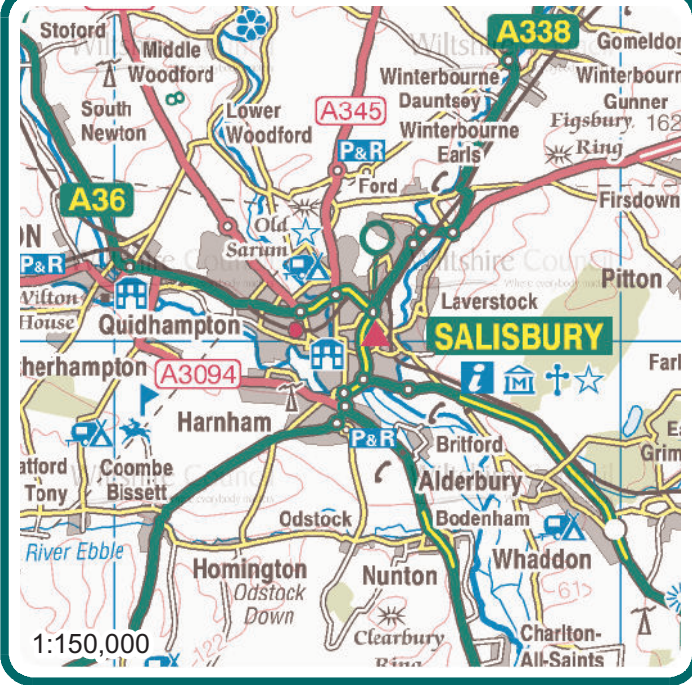
Venue TBC

Thursday, 12 January 2012

7.00pm

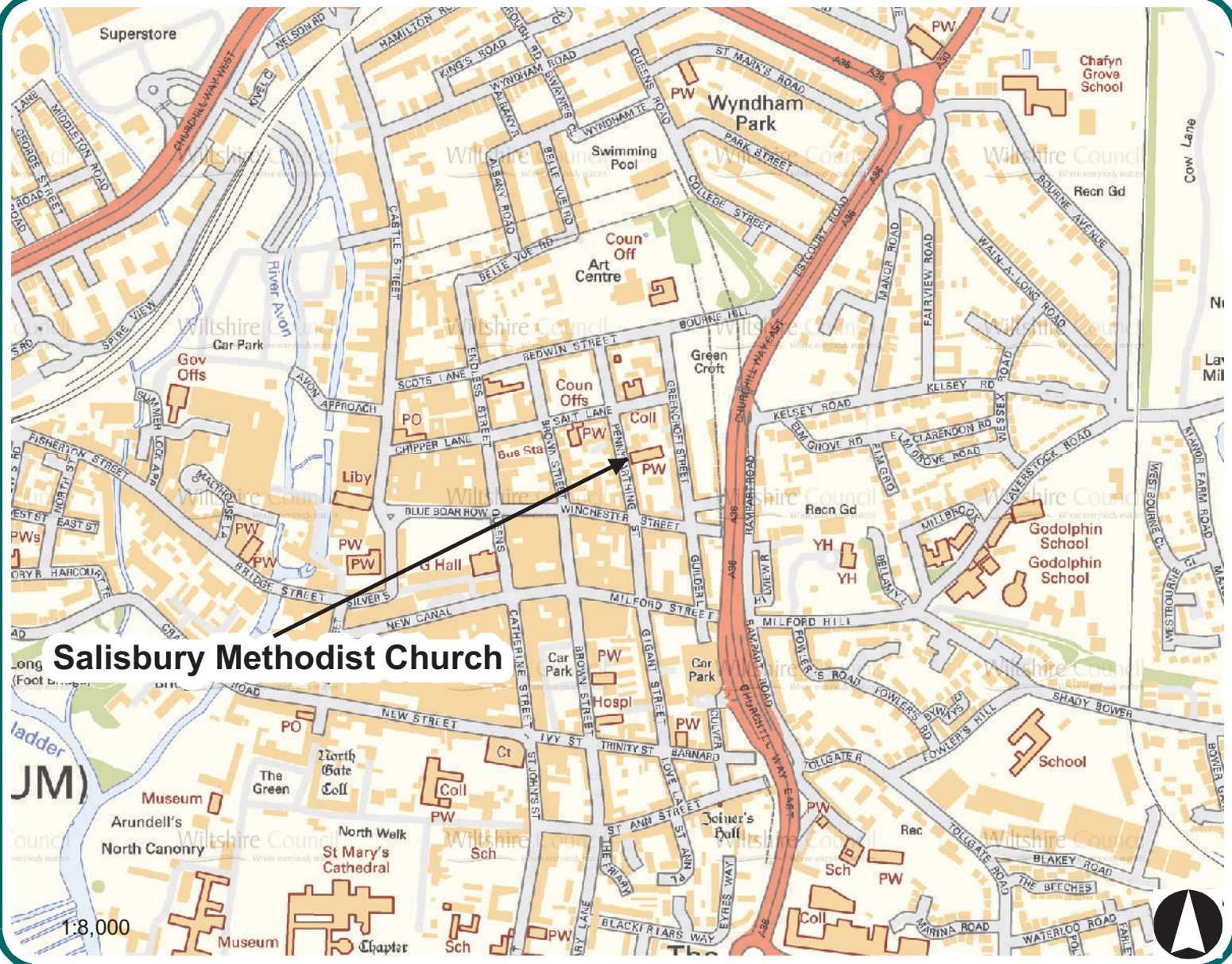
St Francis Church Hall, Beatrice Road, Salisbury SP1  
3PN





Salisbury Methodist Church  
 St Edmunds Church Street  
 Salisbury  
 SP1 1EF

**Wiltshire Council**  
 Where everybody matters







# MINUTES

**Meeting:** SALISBURY AREA BOARD  
**Place:** The Alamein Suite, City Hall, Malthouse Lane, Salisbury SP2 7TU  
**Date:** 12 May 2011  
**Start Time:** 7.00 pm  
**Finish Time:** 9.37 pm

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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](mailto:james.hazlewood@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

Stephanie Denovan, Service Director for Schools and Learning  
Marianna Dodd, Salisbury Community Area Manager  
Lucy Murray-Brown, Campus & Operational Estate Management Lead  
Sarah Ward, WTP-Campus Developments  
James Hazlewood, Senior Democratic Services Officer

### **Town and Parish Councils**

Salisbury City Council – Cllr Su Thorpe, Cllr John English, Reg Williams  
Laverstock and Ford Parish Council – Cllr Liz Dore, Cllr David Law, Cllr James Deal

### **Partners**

Wiltshire Police – Inspector David McMullin  
NHS Wiltshire – Alison Bell  
Explore – Chris Ford, Mary Paisey,  
Spurgeons – Martie Stanwell

“Our Salisbury” – Salisbury City Community Area Partnership (SCCAP) – Debrah Biggs, Charles Wells  
St Edmunds Community Association – Mary Stephens, Roger Stephens  
Harnham Neighbourhood Association – John McGarry  
Mothers’ Union – Rosemary Allen  
Salisbury Tenants Panel – Colin Duller  
Churches Together – David Scrace  
Extended Services – Emma Procter

**Members of Public in Attendance: 32**

**Total in attendance: 63**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Salisbury Area Board and invited the members of the Board to introduce themselves.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from the following:</p> <ul style="list-style-type: none"> <li>• Cheryl Hill – Deputy Leader of Salisbury City Council</li> <li>• Mike Franklin – Wiltshire Fire and Rescue.</li> </ul> <p>In addition, Councillor Chris Cochrane had submitted apologies for a late arrival as he was attending another meeting.</p>
3.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on 17 March were agreed as a correct record and signed by the Chairman.</b></p> <p>In relation to item 8 (Salisbury Vision) the Chairman reported that the feedback from the roundtable discussion had been shared with a number of partner organisations and council departments.</p> <p>Also, in relation to item 9 (Residents' Parking) Councillor John Brady had confirmed with officers that national legislation did not place any obligation on the Council to provide parking spaces for new developments.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p> <p><i>(Note – Later in the meeting, at item 8.2, Councillor Paul Sample declared a personal interest as his company had undertaken work for Explore. It was noted that this interest was not prejudicial).</i></p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman referred to the following announcements and information set out at pages 17-30 of the agenda:</p>

	<ul style="list-style-type: none"> <li>a. Waste Sites Consultation</li> <li>b. Digital Inclusion – Superfast Broadband Survey</li> <li>c. End of Life Care</li> <li>d. Community Services Contract</li> <li>e. Older People’s Accommodation Strategy</li> <li>f. Wessex Community Action – Children and Families Community and Voluntary Sector Forum.</li> </ul>
6.	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Chairman reported that two options were being prepared by officers for possible implementation at the site in Harnham Road:</p> <ul style="list-style-type: none"> <li>• a signalled “puffin” crossing which would cost around £80,000; and</li> <li>• a pedestrian refuge, which would cost around £20,000</li> </ul> <p>These options would be considered at the next meeting of the Community Area Transport Group, from which a recommendation would be submitted to the next meeting of the Area Board.</p>
7.	<p><u>Child Poverty</u></p> <p>Alison Bell, Public Health Lead for NHS Wiltshire, gave a presentation on Child Poverty.</p> <p>The definition of Child Poverty was where children lived in a household whose income was less than 60 per cent of the median national income. Living in poverty was proven to have a huge impact on other areas of life, including education, health, being exposed to crime, and future earning potential; thus creating a cycle of poverty.</p> <p>In three of Salisbury’s wards, over 30% of children were living in child poverty. A further 8 wards were above the Wiltshire average (11%) for the percentage of children living in poverty.</p> <p>Wiltshire Council was in the process of consulting on a draft strategy to address Child Poverty. This would be done through a multi-agency approach and related to services such as debt advice, take-up of free childcare, housing, provision of jobs, and maximising of benefits. In addition, it was important to maintain public awareness of child poverty, and to highlight the fact that the early years are crucial to ensuring equality of opportunity at school and later in life.</p> <p>A number of strategic objectives had been identified for Wiltshire, which were set out in the delivery plan. In addition, local initiatives included:</p> <ul style="list-style-type: none"> <li>• Volunteering and work experience opportunities</li> <li>• Setting up work clubs – places to meet and exchanges skills</li> <li>• Promote take up of child care opportunities, e.g. taster sessions</li> </ul>

	<ul style="list-style-type: none"> <li>• Encouraging parents to support their child’s education.</li> </ul> <p>The Chairman thanked Alison for the presentation and invited questions and comments:</p> <ul style="list-style-type: none"> <li>• In response to a question, Alison confirmed that the Sure Start centres had not lost funding. Wiltshire Council had fought hard to protect these essential services, and it was hoped that more services could be linked up with Sure Start.</li> <li>• Alison reported that 2010 data on child poverty was expected shortly, and it was anticipated that they would show a slight increase in the percentage of children living in poverty since 2008, as Indices of Multiple Deprivation had shown a decline across Wiltshire.</li> <li>• Responding to a question, Stephanie Denovan (Service Director for Schools and Learning) confirmed that the “virtual” school support for children in care was still in operation. The figures at Key Stage 2 (11 year olds) were improving, and while providing this service to older children was more challenging, tracking and monitoring systems were in place.</li> </ul>
8.	<u>Families</u>
8.1.	<p><u>Children's Centres - Spurgeons</u></p> <p>Martie Stanwell gave a presentation on the work of Spurgeons, the charity which currently ran the three children’s centres in Salisbury.</p> <p>Despite the drop in government funding, Wiltshire was committed to the maintenance of children’s centres to support families with young children to ensure that every child had the best possible start in life. During 2010, a tendering process had been undertaken to seek agencies and charities to run Wiltshire’s children’s centres in “cluster settings”. This had resulted in a change in management for the majority of children’s centres.</p> <p>In addition to the three children’s centres in Salisbury, Spurgeons also ran a further three children’s centres in the south of Wiltshire, and another three in the north of Wiltshire. This was out of a total of around 30 across the country.</p> <p>The vision for the Salisbury children’s centres was to narrow the gap to ensure that all 0-5 year old children could reach their full potential by:</p> <ul style="list-style-type: none"> <li>• feeling and being safe</li> <li>• being ready and able to learn</li> <li>• identifying their strengths</li> <li>• participating to make a difference</li> <li>• feeling good about themselves.</li> </ul>

	<p>This would be achieved through clear leadership, providing targeting and accessible services through multi-agency partnerships. It was also key to engage with parents, carers, and children and to build a community of support and expertise.</p> <p>The Chairman thanked Martie for the presentation.</p>
8.2.	<p><u>Explore</u></p> <p>Chris Ford, Chief Executive of Explore, gave a presentation on the work of Explore, a charity which sought to give young people opportunities to talk about marriage and relationships.</p> <p>Chris explained that around 75% of young people said they anticipated being in a long term relationship at some point during their lives. Around the same number anticipated having children. However, only 5% had been given the opportunity to discuss relationships and to ask questions about what is it like to be in a relationship.</p> <p>Explore was a charity which sought to address this imbalance, by taking married couples into schools, and giving young people the chance to question them about their relationship, and to learn from their experience. This methodology was unique, as it allowed the young people to drive the sessions, having first identified their hopes and fears about relationships.</p> <p>It was estimated that 50% of all 16 year olds suffered that trauma of relationship breakdown in their families. Explore was based on the belief that society could flourish when marriage / relationships were stable.</p> <p>The Chairman thanked Chris for the presentation.</p> <p>In response to a question, Chris confirmed that Explore focused on marriage. Schools were able to bring in other agencies, if they wanted to explore other forms of relationship.</p>
8.3.	<p><u>Roundtable discussion</u></p> <p>The Chairman invited those present to break into small groups for a roundtable discussion on the following questions:</p> <ol style="list-style-type: none"> <li>1. <i>What are the main challenges for families?</i></li> <li>2. <i>How can I, or my organisation, work with the Children's Centres and/or Explore to help families overcome these challenges?</i></li> </ol> <p>Each group was then invited to feed back ideas and comments on the issues. A full summary of the points made, including those submitted in writing after the</p>

	<p>meeting, is attached as Appendix A to these minutes. Any resulting actions would be reported to the next meeting of the Area Board.</p> <p><b>ACTION: JAMES HAZLEWOOD</b></p>
9.	<p><u>Community Campus Project</u></p> <p>The Chairman introduced Lucy Murray-Brown (Campus and Operational Delivery Programme) who gave a presentation on proposals to develop a Community Campus in Salisbury.</p> <p>Lucy explained that a community campus was defined as “a building, or buildings, in a community area that will provide the services that the local community needs in an accessible location”. This could include services currently provided by the Council, and possible co-location with partner agencies and voluntary organisations. The benefits of providing services from a single location included:</p> <ul style="list-style-type: none"> <li>• Continued improvements in services</li> <li>• Ease of access for customers</li> <li>• Potential innovative management and operational arrangements</li> <li>• Opportunity for capital investment in existing buildings to develop newer, more sustainable buildings</li> <li>• Financial savings achieved through shared overheads (e.g. reception and accommodation)</li> <li>• Reduction of long-term financial, environmental and operational pressure on operating aging, low quality buildings</li> <li>• Rationalisation of buildings leading to around 40% savings in operational expenditure, and 40% reductions in carbon emissions.</li> </ul> <p>In February 2011, Wiltshire Council’s cabinet agreed the principle of campuses, and decided to develop campus proposals in a number of areas as part of the Preliminary Management Project. If supported by the Area Board, the Salisbury campus would become the ninth pilot scheme.</p> <p>In Salisbury, work had already been on-going to relocate a number of services including the Learning Disability Day Service currently based at Sarum, and the Youth Service currently based at Grosvenor House. A number of options had been considered and sites had been evaluated for suitability for these and other services which required relocation. For a number of reasons, which were set out in the report, it was recommended that Five Rivers Leisure Centre would be the preferred option for the Salisbury Community Campus. This would involve an overall investment of around £8.5 million, £3.9 million of which would fund enhancement of facilities and maintenance backlog within the Leisure Centre.</p> <p>It was proposed that “Shadow Community Operation Boards” (COBs) be established as steering groups for each individual campus project. These would consist of representatives of service users and other stakeholders, with</p>

representation determined by the Area Board Members. The Shadow COB would report to, and make recommendations to the Area Board. Full draft terms of reference were set out on pages 35-38 of the agenda. A priority for the Salisbury Shadow COB would be to run a wide-ranging and comprehensive consultation to identify the services that the Salisbury community required to be provided from the campus.

The indicative timeline for the project in Salisbury would require the Shadow COB to run the consultation and develop a detailed proposal from June 2011 onwards. Following Cabinet approval of the proposal, planning and construction would take place from autumn 2011, and it was hoped that the facility would open in autumn/winter 2012.

Further information was available at the back of the meeting room, and also on the Council's website ([www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)).

The Chairman thanked Lucy for the presentation, and invited questions and comments:

- In relation to the relatively short timescale for undertaking the consultation and designing the facility, Lucy commented that a flexible design would be used, to allow the consultation to continue alongside design and construction.
- The Chairman encouraged any organisations who might want to get involved, to register their interest with the Shadow Community Operations Board.
- The Shadow Community Operations Board's draft terms of reference proposed that the membership of the board would include a Town/Parish Council representative, which in Salisbury would be from Salisbury City Council.
- Lucy confirmed that consideration would be given to develop a second Salisbury campus in the future as part of the Vision. However, that would be undertaken following full public consultation and so it was not possible to say where it might be located.
- Work would be carried out with all partner organisations in the area to avoid duplication of services and any on-going projects.
- A view was expressed that the campus was not well located for residents of Harnham. The Chairman commented that work was on-going to develop a community centre in Harnham, and that access had been a key factor in evaluating the possible sites. Lucy added that any planning application would require a detailed travel plan for access to the site.



- It was not yet clear exactly how big the campus facility would be, nor where in the Five Rivers site it would be located. This would be developed by the Shadow COB following the consultation process.
- Lucy explained that the campus pilot projects were an opportunity to test out the principles of community-led management, as promoted by the Localism Bill.
- It was confirmed that the Learning Disability Day Service had been consulted on the proposals, and had also selected Five Rivers as their preferred location.

The Chairman then invited comments from Councillors.

The view was expressed by some Councillors that the proposal was an excellent opportunity for Salisbury to be part of the first tranche of campus developments, and to benefit from significant capital investment whilst retaining the ability to engage with the process of shaping future services and service provision.

Concern was expressed by some Councillors that there was little opportunity for consideration of alternative sites, particularly given that Five Rivers was formerly a waste site, and that the Salisbury Vision identified Churchfields as a key site.

It was noted that informal discussions and briefings had been held with Councillors over the previous 18 months to gauge elected members' views on the evaluation of the sites. Although there were benefits to the Churchfields site as an option, it had been considered that the estimated costs of £15.9 million could be prohibitive, hence the recommendation for the Five Rivers option.

It was also emphasised that the Area Board was being asked to support the recommendation, which would then be approved by the Cabinet, and that further consultation with services, service users, public, and Councillors would take place in the meantime.

During debate, concern was also raised regarding the public involvement at the meeting. The Chairman clarified that the public had been given an opportunity to ask questions and give their views, and that the report had been publicly available for the requisite five working days prior to the meeting.

It was moved and seconded that the recommendations in the report be agreed with the following amendments:

- recommendation (d): the Area Board representative to be Councillor Richard Clewer
- recommendation (e): the consultation to include consideration of the security of the site and access using public transport and cycling
- recommendation (e): at least one month to be given for the community involvement and consultation.

	<p>An amendment was then moved and seconded to the motion, that recommendation (a) be amended to read “That the Salisbury Area Board supports the development of the Salisbury Campus at a suitable site”. Upon this amendment being put to the vote, it was NOT CARRIED.</p> <p>The Area Board then voted on the substantive motion, which was agreed as follows:</p> <p><b><u>Decision</u></b>  <b>The Salisbury Area Board:</b></p> <ul style="list-style-type: none"> <li>a. supports the development of the Salisbury Campus at the Five Rivers Leisure Centre;</li> <li>b. makes an approach to the relevant Cabinet Member to secure formal approval of the extension of the Preliminary Management Project (PMP) to include Salisbury;</li> <li>c. initiates an interim shadow Community Operations Board (COB) to oversee the development of the new facilities and their future management, noting that the COB should include a Young Person’s representative or a mechanism for young people to make specific representations;</li> <li>d. nominates Councillor Richard Clewer as the Area Board’s representative to sit on the shadow COB;</li> <li>e. requests that the shadow COB actively consults with service users (Young people, disabled adults and their carers, etc) during the development of the plans for the new facilities, to include consideration of the security of the site and access using public transport and cycling. At least one month to be allowed for community engagement in the consultation;</li> <li>f. approves the draft terms of reference for the shadow COB as attached at appendix A; and</li> <li>g. makes representation to the relevant Cabinet Member, Councillor Stuart Wheeler, to support the approach for additional capital funding.</li> </ul> <p><b><u>Reasons</u></b> – <i>As set out in the report, and to expedite the development of a Salisbury Community Campus.</i></p> <p><b>ACTION: SARAH WARD</b></p>
10.	<p><u>Update from Representatives</u></p> <p>The Chairman referred to the written update from the police which had been tabled, and invited questions for Inspector David McMullin who was in attendance. There were no questions.</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"> <li>• The refurbishment of the Guildhall had now been completed, on time and around £30K under budget, and the City Council had now moved into its new offices. The first events (including weddings) were now underway, and the Area Board was invited to consider the Guildhall as a venue for a future meeting. <b>(ACTION: JAMES HAZLEWOOD)</b></li> <li>• The City Council’s Mayor Making would be taking place on 21/22 May. As a reminder, there would be a number of road closures, and so people were advised to avoid driving into the city on those days.</li> <li>• Following a successful funding application, the extension at Bemerton Neighbourhood Centre would now be going ahead, and work would be starting in the near future.</li> <li>• The City Council had held its first parish meeting, as required as it was constituted as a parish council. About 100 people had attended which compared well with other similar sized parish councils.</li> <li>• The Queen Elizabeth Gardens play area was now open and being well used. This project had been slightly late due to issues with the equipment.</li> <li>• Plans were underway for Armed Forces Day on 26 June.</li> <li>• More information on the city council’s activities was available on its website: <a href="http://www.salisburycitycouncil.gov.uk">www.salisburycitycouncil.gov.uk</a></li> </ul> <p>There was no update from Laverstock and Ford Parish Council.</p>
11.	<p><u>Update from Salisbury City Community Area Partnership (SCCAP)</u></p> <p>Debrah Biggs, Chairman of “Our Salisbury”, the Salisbury City Community Area Partnership (SCCAP), updated the meeting on the work of the partnership.</p> <p>There had been a huge response to the Community Plan consultation, and a 70-page analysis of the responses had been produced. It had been identified that there had been a poor level of response from younger residents, specifically those under 30. The working group was seeking to address this, and one measure was that all those attending the AGM in late June (entitled “Bridging the Gap – working across the generations”) were invited to bring a young person with them.</p>
12.	<p><u>Your Local Issues</u></p> <p>Marianna Dodd, Salisbury Community Area Manager, referred to the written update which had been tabled, commenting that 80 issues had been received to date. Of these, 66 had been closed, and 12 were in progress, with 1 new request. Detailed information on the issues could be viewed on the council’s website <a href="http://www.wiltshire.gov.uk/salisburyareaboard">www.wiltshire.gov.uk/salisburyareaboard</a> via the “Issue Tracking” link.</p> <p>Marianna gave a detailed update on Issue 694, which referred to the need for provision of fully accessible toilets with changing facilities that meet the needs of</p>

	<p>disabled people and their carers as well as tourists. It was noted that a personal care room with adult changing facilities would be in place at 61 Wyndham Road from 9 July 2011, Mondays-Fridays between 8.30am and 4.30pm. In addition, subject to the approval for the Campus proposal, it was planned to provide full personal care facilities as part of the campus development.</p>
13.	<p><u>Community Area Grants</u></p> <p>The Chairman invited a representative from each of the grant applicants to give a brief overview of their project to the Board. After each of the applicants had spoken the Chairman invited questions and discussion, then asked for a show of hands from those present to reflect public opinion. The Board members then voted on each application.</p> <p>The Chairman also reported that the Performance Reward Grant, which was a county-wide grant pot funded by the Government, had been discontinued.</p> <p><b><u>Decision</u></b>  <b>Bemerton Heath Interagency Group was awarded £1,835 to develop a series of intergenerational opportunities through five activities (kite making, IT, cookery, crochet and art workshops).</b>  <b><i>Reason – The application met the Community Area Grants Criteria 2011/12 and would allow these intergenerational workshops to proceed, developing community spirit.</i></b></p> <p><b><u>Decision</u></b>  <b>Ask Wiltshire was awarded £3,964 to run a series of four “Bus Stop” and “Making the Most of Teenagers” parenting groups in Salisbury.</b>  <b><i>Reason – The application met the Community Area Grants Criteria 2011/12 and would help to develop parenting skills.</i></b></p> <p>In relation to the application from the Douglas Arter Centre Day Service, it was confirmed that there were two on-going applications for funding towards the project. Of these, one was outstanding, and the other was awaiting the outcome of the application to the Area Board.</p> <p><b><u>Decision</u></b>  <b>Subject to the successful receipt of remaining match funding towards the project, the Douglas Arter Centre Day Service was awarded £1,850 towards a pilot community involvement project working with community groups and residents of the Douglas Arter Centre creating large Batik flags for public display in the Centre’s gardens.</b>  <b><i>Reason – The application met the Community Area Grants Criteria 2011/12 and would support this project to the benefit of people with disabilities, helping to promote better understanding in the community of people with disabilities.</i></b></p>

	<p>In relation to the application from Circular Arts, it was noted that the report recommended refusal as the application did not meet the Community Area Grants Criteria 2011/12. The organisation had previously received funding for the same project in 2010/11 and the Criteria sought to avoid the provision of year-on-year funding, as this encouraged financial dependency.</p> <p>Alex Grant, speaking on behalf of Circular Arts, reported that work was on-going to form a partnership with Salisbury Cathedral, as part of a bid to the Heritage Lottery Fund. However, this would not proceed until 2012, and so alternative funding was required for the 2011 Lanterns Parade to proceed in the meantime.</p> <p>It was suggested that Circular Arts should contact Wessex Community Action (WCA) regarding volunteers, as WCA maintained a database of volunteers in the area.</p> <p>In approving the application, the Area Board made clear that the decision was based on the specific merits of this application, and did not set a precedent for future applications. All future applications for Community Area Grants (including any from Circular Arts) would be determined on their own individual merits and based on the criteria in force at the time.</p> <p><b><u>Decision</u></b>  <b>Circular Arts was awarded £5,000 to run a city community involvement multi-workshop project leading to a large Christmas parade.</b>  <b><i>Reason – The application did not meet the Community Area Grants Criteria 2011/12 in that the organisation had been previously funded by Wiltshire Council, and had received funding from Wiltshire Council for the same project. However, the Area Board considered that an exception to the criteria was justified in this case (as permitted within the criteria) due to the wider community benefit which would be realised by the hugely successful, well-established, and well-supported project working with over 20 minority groups from the city, culminating in a well-attended and popular festive event.</i></b></p> <p><b>ACTION: MARIANNA DODD</b></p>
14.	<p><u>Future Meeting Dates, Evaluation and Close</u></p> <p>Those present were invited to give their views on the meeting via the electronic voting handsets.</p> <p>The Chairman thanked everyone for attending and noted that the next meeting of the Salisbury Area Board would be held on Thursday 14 July 2011, 7pm at Salisbury Methodist Church.</p>
<p><u>Appendix A - Families roundtable feedback (Item 8c)</u></p>	

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Salisbury Area Board – 12 May 2011

Feedback from roundtable discussion on Families (agenda item 8)

**Question 1 – What are the main challenges for families?**

- Balancing the books – financial constraints
- Making relationships work
- Insufficient time given to children within the family unit
- Impact of benefit cuts
- Maintenance of employment – impact on families of redundancy

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- Cycle of deprivation
- Broken relationships leading to child poverty
- Where are the opportunities to learn about maintaining a relationship? Perhaps explore.

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- Financial pressures

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- Financial stability / lack of debt
- Housing improvements / live in area to be proud of and want to live in
- Community support
- Stable relationships
- Parenting skills / education
- Take responsibility

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- Transport to/from school and activities
- Entertainment / activities for young people
- Family-friendly working hours
- Avoiding poverty – employment / training for young people

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- Lack of transport
- Lack of appropriate activities
- External influences on children and youth (i.e. television soap operas)
- Growing housing estates that lack youth parks and facilities, community centres

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- Lack of work
- Lack on income
- Pressure to conform – e.g. having latest gadgets etc
- Encouraging aspirations which are achievable.

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**Question 2 – How can I, or my organisation, work with the Children’s Centres and/or Explore to help families overcome these challenges?**

- Health – every first time mother should have ante-natal contact to help prepare for parenting
- Explore – access to all secondary schools to develop relationship education for teenagers, as the anticipate their own future relationships
- Mothers’ Union can offer facilitators (fully trained and accredited) for parenting groups and next year we hope to introduce “virtual” babies into local secondary schools. We already run toddler groups (4) locally

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- School governors to support organisations like explore.

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- Looking to link projects and initiatives to outcomes for children

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- Tenants identifying own problems
- Community plans lead to funding
- Teach respect between parties
- Couples visiting families

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- Mentoring / workshops (interactive) utilising older people as tutors / mentors.
- Discussions to include mixed generation groups – could be educational and could be entertaining.

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- Provide creative arts workshops to include family members of all ages at the same session. Intergenerational mixing – free workshops to be as inclusive as possible.

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- Projects for young people
- Volunteering for young people – suitable opportunities

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## Salisbury Area Board – 14 July 2011

### Chairman's Announcements

#### End of Life: Dying Matters – awareness week 16-20 May 2011

There's one thing we can all guarantee in life and that is one day we will die. We choose how we live and how we have our children, but often don't get around to discussing our future plans. Death remains a taboo subject, something we're all afraid or unwilling to talk about.

NHS Wiltshire, Wiltshire Council and local hospices are joining in with national events planned for 'Dying Matters' week 16-20 May. The aim being to raise awareness of how we can talk about planning for our future care and putting plans in place with our families

Ask most people how they would like to die and most would say 'at home, or a hospice, and surrounded by the people that I love.' But fewer than half of us achieve that aim.

Planning for your future not only ensures your wishes will be respected but that your family and loved ones are taken care of and supported at a very difficult time.

You can also really support your family by writing a will; planning your funeral and putting into place a power of attorney for someone to look after your affairs should you become incapable.

Look out for Dying Matters events this May in your local area. There is also very good advice at [www.dyingmatters.org.uk](http://www.dyingmatters.org.uk)

A leaflet talking about planning for care at the end of your life is available at [http://www.nhs.uk/Livewell/Endoflifecare/Documents/Planning\\_your\\_future\\_care%5B1%5D.pdf](http://www.nhs.uk/Livewell/Endoflifecare/Documents/Planning_your_future_care%5B1%5D.pdf) or for a hard copy please contact Alison Bell at NHS Wiltshire 01380 736 044

#### Where to get more advice?

For useful information on funeral options and writing wills go to <http://www.direct.gov.uk/en/Governmentcitizensandrights/Death/index.htm>

For more information on granting power of attorney go to <http://www.thecarer.co.uk/LastingPowerOfAttorney.html>

A guide on how to set out your preferred priorities for care can be found here [http://www.endoflifecareforadults.nhs.uk/assets/downloads/ppc\\_1.pdf](http://www.endoflifecareforadults.nhs.uk/assets/downloads/ppc_1.pdf)

For more information on organ donation go to <http://www.uktransplant.org.uk/ukt/default.jsp>



### **How Can Local Authorities Get Involved?**

We would like Local Authorities across the country to nominate a number of outdoor recreational spaces in their area that they would be happy to protect as a Queen Elizabeth II Field which can then be put to a public vote later this year. The eventual winner will be protected and designated a Queen Elizabeth II Field.

Local Authorities can submit their nominations to the Challenge by contacting Fields in Trust on [info@fieldsintrust.org](mailto:info@fieldsintrust.org) or on 020 7427 2110.

### **What Do Local Authorities Gain?**

The Queen Elizabeth II Fields Challenge is a fantastic opportunity to be part of a high profile national campaign that has a real impact and benefit on local communities. It represents an excellent and cost effective way for Local Authorities to mark both the Diamond Jubilee and the London 2012 Olympics in their area whilst also securing a platform to help achieve key targets around increasing physical activity and promoting the sustainability agenda.

### **What Are the Benefits of Protecting Fields?**

The Challenge aims to protect outdoor recreational spaces and facilities for communities now and for generations to come whilst providing a focal point for celebrations in 2012. It is not a grant aid programme though some funding will be available and Fields in Trust will ensure that it is distributed according to the wishes of the donors.

In brief, the benefits of protection are:

- Making an express and recognizable commitment to local people to safeguard land, facilities and opportunities for sport, play and outdoor recreation both now and forever
- Protecting public access to outdoor space
- Providing reassurance to potential investors regarding viability and sustainability
- Ensuring that in the case of sale proceeds are reapplied to replacement facilities, with a priority on new outdoor facilities
- Raising awareness of the importance of such facilities in the context of quality of life, health, the environment and amenity

### **What Flexibility is Built Into Protection?**

Fields in Trust has developed a range of options for long-term protection. Flexibility allows for measures to be put in place which are:

- Charitable or non-charitable
- In the case of freehold land, protection in perpetuity
- In the case of leasehold land, protection will of necessity be time limited to the length of the lease preferably not less than 99 years
- Specific to safeguarding the actual or foreseeable type of sport, play or recreational or usage involved including indoor facilities where appropriate

### **What is the Minimum Criteria for Queen Elizabeth II Fields?**

Fields in Trust would like to emphasise that they will welcome a wide range of sites as candidates for nomination to the Queen Elizabeth II Fields Challenge. This range includes gardens, children's play areas, bicycle trails, nature reserves, sports pitches and many more.

As further guidance, when selecting sites to go forward, Local Authorities should bear in mind the following criteria – criteria in line with Fields in Trust's general policy on protection:

- The site must be owned by the organisation putting the field forward to become a Queen Elizabeth II Field.
- Evidence of title permitting site use for outdoor, sport, play and/or recreation must be produced.
- Sites may be provided with facilities and equipment or used as general open space, and established for that purpose by way of planning requirements.
- Each site's principal use should be outdoor sport, play or recreation. We aim to be flexible and therefore dedications including village halls and indoor leisure, heritage, cultural facilities that promote community recreation will be considered.
- Satisfactory evidence that the use or proposed use is a lawful use in planning terms.
- Generally the minimum size is 0.2 hectare (0.5 acre).
- Sites need to be accessible in terms of location.
- Sites need to be affordable for the local community.
- Sites should all be open to the public and either established charitably, held by a sports club under the CASC regime or held as Public Open Space.
- All sites will need local managers, who will be responsible for the quality of the facilities, their maintenance and development, improving participation and use and financial and operational sustainability.
- Sites must be compliant with existing legislation relating to sport, play or open space.

## FREQUENTLY ASKED QUESTIONS

### **1 What is the initiative all about?**

The QEII Fields Challenge aims to safeguard hundreds of outdoor recreational spaces in perpetuity for future generations in celebration of the Diamond Jubilee and as a permanent tribute to Queen Elizabeth II. The initiative has particular pertinence given the other landmark event scheduled to take place in the UK in 2012: the London Olympics.

### **2 Why is access to green space such an important issue at this time?**

Access to outdoor space is vital for communities and plays an important role in providing a place for both physical activity and relaxation. Sport and play are essential tools for developing confidence, self-esteem and learning the importance of team work. It is well documented that community recreation reduces alienation, loneliness and anti-social behaviour whilst also promoting ethnic and cultural harmony.

The recent Inverdale report published in May 2010 states that there is evidence that the number of playing fields has reduced from 26,000 in 1992 to 20,000 in 2009 and so it is vital that we take action.

### **3 Are you creating any new fields? Or are they all existing fields?**

It is anticipated that the vast majority of the fields commemorating The Queen's Diamond Jubilee will be existing fields – where they are valued and supported by the votes of local people it is very important that they are protected. However we also hope to help protect some brand new fields by safeguarding outdoor space within new housing estates, persuading private landowners to donate land for recreational use – especially in rural areas – and potentially through the conversion of public wasteland.

### **4 Aren't you just re-naming existing fields after The Queen?**

Absolutely not, Fields in Trust exists to safeguard fields through legal means by placing covenants on the land, meaning they have to remain fields forever. Decades of urban development have seen the stock of fields reduce substantially. Once lost, playing fields are lost for good. FIT's aim is to safeguard existing fields for the future. The QEII Fields Challenge will boost *existing* numbers of safeguarded fields for the benefit of future generations.

### **5 Once the 2,012 target is reached, will the programme end?**

It's too early to say. At the moment, the target is for 2,012 fields, but Fields in Trust has an ongoing programme of saving and enhancing outdoor recreational space, so we would always be interested in more.

### **6 Is there a deadline for acquiring the 2,012 sites - 2012?**

FIT will be working to secure as many Queen Elizabeth II Fields as possible by 2012 but some fields may come on line after this date if negotiations are protracted. As the Challenge heralds the beginning of an exciting decade of sporting events in the UK we are very happy that the project may extend beyond 2012.

### **7 What is the role of the UK Government in this programme?**

The previous and current governments have both been very broadly supportive of this initiative to protect outdoor spaces for sport, play and recreation in the landmark year of 2012. An endorsement of the campaign from Hugh Robertson, Minister for Sport and the Olympics is on our website.

## **8 Who are you targeting with this initiative?**

FIT aims to engage the whole nation with this exciting legacy initiative. At the outset we are chiefly targeting the larger local authorities as their support for the project is absolutely the key to its success. We want each Local Authority throughout the United Kingdom to nominate a series of fields in their area that they would be happy to protect as a Queen Elizabeth II Field (to be known as a Queen Elizabeth field in Scotland). We will then target the public at large by putting these fields forward to a vote allowing the general public to express their support by way of a vote for their favourite local field. We hope that the public will be excited by the chance to be involved in creating a permanent and tangible legacy to benefit their community both now and in the future. We also hope that Local Authorities will see the great benefits that protecting these spaces will have in terms of addressing some of their key agendas around increasing physical activity, promoting social cohesion and improving the environment, alongside celebrating Her Majesty's 60 years on the throne in a long-lasting way for their communities.

We also want to encourage any town, parish or community council; sports club, recreational charity, voluntary body or private landowner who might want to get involved with the initiative and so will be accepting submission of individual fields to the scheme providing they meet the set criteria. This will provide a great opportunity to create some brand new fields.

## **9 Why should Local Authorities get involved with this initiative?**

Local Authority elected members and officers take many important decisions and The Queen Elizabeth II Fields Challenge presents an opportunity to safeguard a community facility that will not only benefit people today but also generations to follow, securing for communities access to outdoor spaces for sport, recreation and play. At a time when one in three children under 12 is overweight or obese, protecting and encouraging greater use of local parks and playing fields is vital.

## **10 How will people vote for their nominated field?**

The public will vote and indicate their support for their favourite outdoor space through [www.qe2fields.com](http://www.qe2fields.com). All outdoor recreational spaces nominated by Local Authorities will be uploaded to this site so that people can search for their area and cast a vote for the field they would like to be protected as a Queen Elizabeth II Field. We are hoping to provide a mechanism to enable the public to cast votes by phone and text. Voting will commence later this year.

## **11 How can the public support the Challenge?**

The public can support the Challenge in a number of ways including by actively voting for outdoor recreational spaces to be protected and encouraging their Local Authority to sign up to the initiative. Donations from the public to the Challenge would, of course, also be welcomed!

## **12 Does Fields in Trust lobby Government for a change in the law?**

FIT's primary aim is to secure better access to outdoor space for sport, play and recreation for everyone, and so part of their core work involves campaigning to strengthen the statutory protection of outdoor recreational space. FIT have had considerable success lobbying government over the years and helped to secure greater protection for both school and community playing fields and will continue to seek enhancement of this legislative protection.

## **13 Does FIT try to influence Local Authorities in their decision making?**

Fields in Trust has worked very closely with Local Authorities since its formation in 1925, and continues to do so. We recognise fully the contribution made by many Authorities in terms of providing and managing playing fields and other forms of open space for local communities. We have had a positive impact in terms of recommending facility standards for sport and play, recreational planning matters including the widely used *Planning and Design for Outdoor Sport and Play* (aka *The Six Acre Standard*), direct protection of sites owned and managed by authorities (about 50% of the 1362 we protect) and indirect protection through planning and educational legislation.

**14 Why are you putting this to a public vote? Why not protect all the nominated fields?**

We want to create a real sense of public awareness and engagement around the project so that communities not only feel that something relevant and tangible is created as a legacy but that they have played a part in helping to create it. FIT's model works very much on the basis of local ownership and management and so we are pleased to be able to extend this community involvement to the new campaign. Our goal is 2,012 fields protected by 2012 but, with sufficient funds, we'd be delighted to include more fields in the overall tally.

**15 How is a field defined for this programme? What criteria need to be met?**

Fields in Trust would like to emphasise that they will welcome a wide range of sites as candidates for nomination to the Queen Elizabeth II Fields Challenge. This range includes gardens, children's play areas, bicycle trails, nature reserves, sports pitches and many more.

As further guidance, when selecting sites to go forward, Local Authorities should bear in mind the following criteria – criteria in line with Fields in Trust's general policy on protection:

- The site must be owned by the organisation putting the field forward to become a Queen Elizabeth II Field.
- Evidence of title permitting site use for outdoor, sport, play and/or recreation must be produced.
- Sites may be provided with facilities and equipment or used as general open space, and established for that purpose by way of planning requirements.
- Each site's principal use should be outdoor sport, play or recreation. We aim to be flexible and therefore dedications including village halls and indoor leisure, heritage, cultural facilities that promote community recreation will be considered.
- Satisfactory evidence that the use or proposed use is a lawful use in planning terms.
- Generally the minimum size is 0.2 hectare (0.5 acre).
- Sites need to be accessible in terms of location.
- Sites need to be affordable for the local community.
- Sites should all be open to the public and either established charitably, held by a sports club under the CASC regime or held as Public Open Space.
- All sites will need local managers, who will be responsible for the quality of the facilities, their maintenance and development, improving participation and use and financial and operational sustainability.
- Sites must be compliant with existing legislation relating to sport, play or open space.

**16 What is the legal process for protecting these sites?**

With the larger local authorities we aim first to agree a Memorandum of Understanding governing our joint commitments to matters relating to site identification, nomination and protection. Our objective is to protect sites in perpetuity.

**17 How flexible is the process?**

FIT has developed a number of options which we hope will suit all landowners. These include establishing the site on charitable trusts or protecting it as a non-charitable site; protecting the land for general open space purposes, specifically for sport or games, or for outdoor an indoor recreational purposes, depending on present and foreseen circumstance.

**18 Will the specific field always be protected?**

Fields in Trust does accept that on rare occasions communities change and land use changes accordingly. Parts of sites, or very rarely, whole sites can therefore be disposed of provided the disposal is of clear advantage, and in the best interests of the community, from a recreational perspective. The criteria which FIT applies to replacement facilities are that they should be of:

- at least equal size
- better quality
- serving the same community in terms of catchment area.

Additionally, and very importantly, the entire proceeds of any disposal should normally be re-applied to new sport, recreation and/or play facilities, with priority given to outdoor prior to indoor facilities

**19 Can previously dedicated fields be included?**

It depends on the terms of the dedication but where any site is dedicated as a memorial to one or more deceased people, FIT regards it as inappropriate for inclusion in the Queen Elizabeth II Fields Challenge.

**20 Will FIT take over the management of a field?**

No, all the sites protected by FIT are locally managed. Local communities, landowners and users are in a far better position to know how local facilities can best be provided, used and enhanced. All aspects of management and maintenance are determined locally. FIT's role is custodial and advisory. We see protection by these means as having a light touch but being absolutely effective. We ensure that the fact of protection of these sites is in the public domain and that any change of use or any buildings which fall outside the terms of protection need our specific advance consent.

**21 Can the site retain its current name or does it have to be renamed the Queen Elizabeth II Field?**

It is not necessary for the sites involved in the scheme to change their names. We are very aware that so many sites already have names that are instantly recognisable within the community through their long usage. Our recommendation is that the site would acquire Queen Elizabeth II Fields *status*, and receive any badging associated with this which would ensure there was no requirement for any actual name change. The King George V Fields are a good template for this. Many local authorities will be familiar with the King George V Fields in their area still being known by other names whilst also having the King George V plaques at their entrances.

[www.ge2fields.com](http://www.ge2fields.com)

[fields@fieldsintrust.org](mailto:fields@fieldsintrust.org)







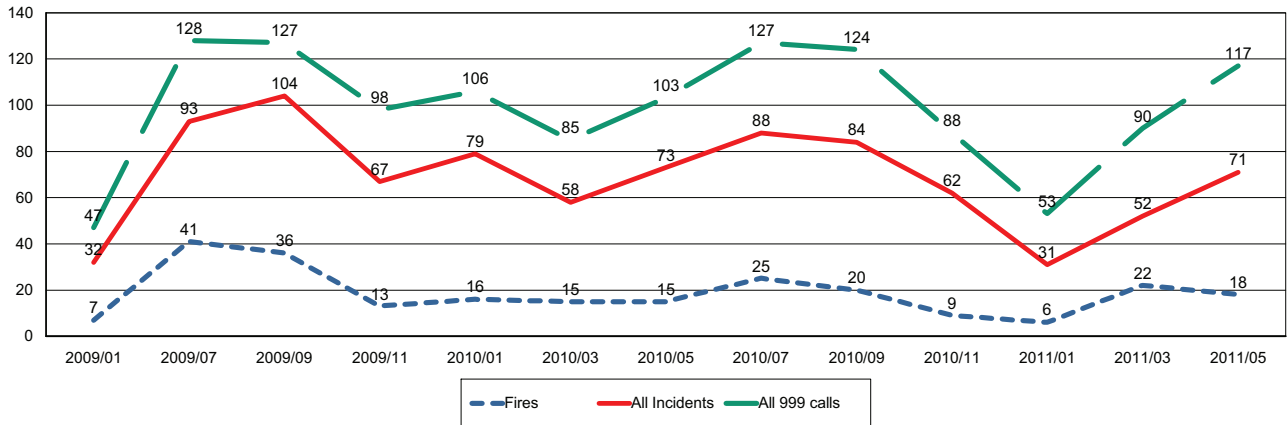
# Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

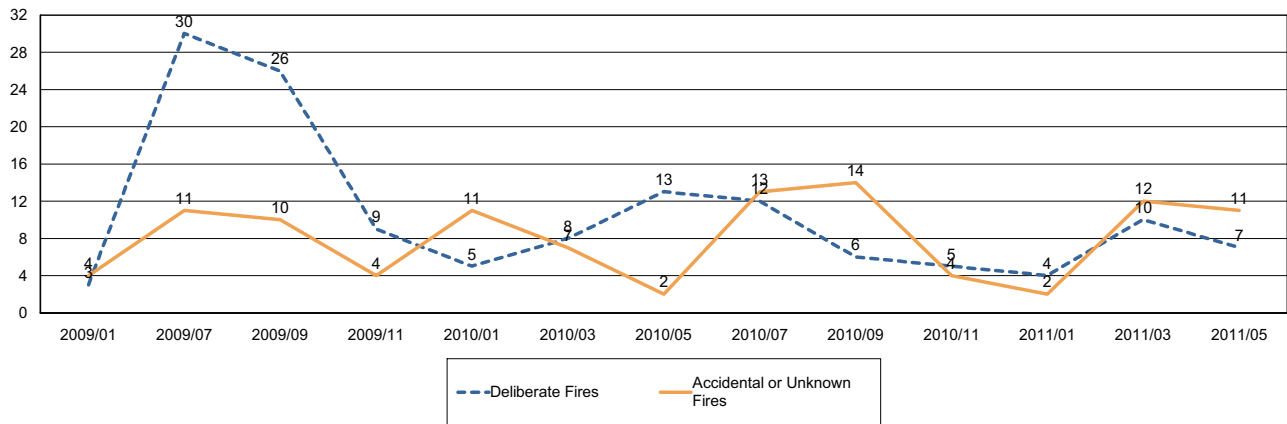
## Report for Salisbury Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including May 2011. It has been prepared by the Group Manager for the Board's area.

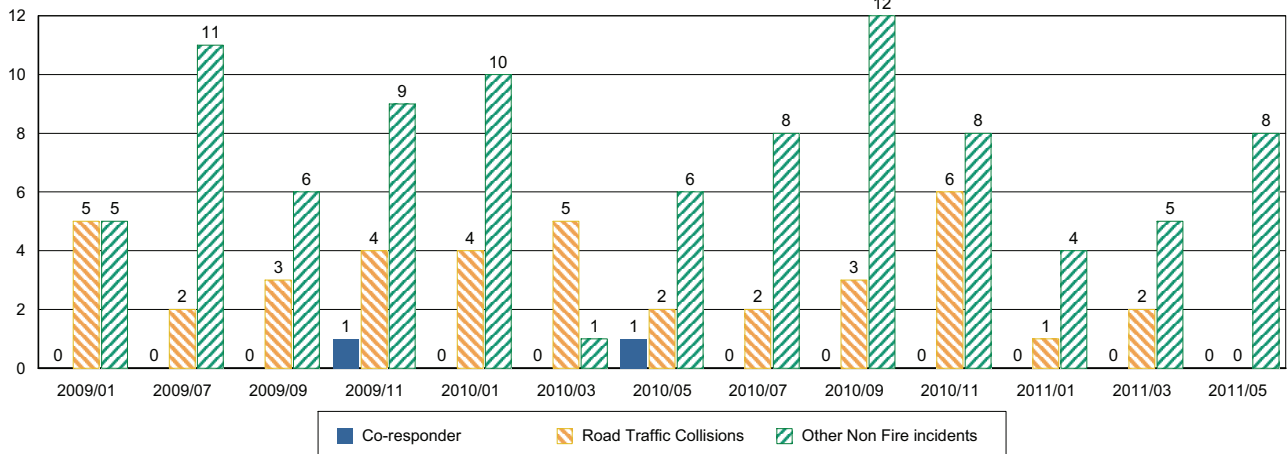
### Incidents and Calls



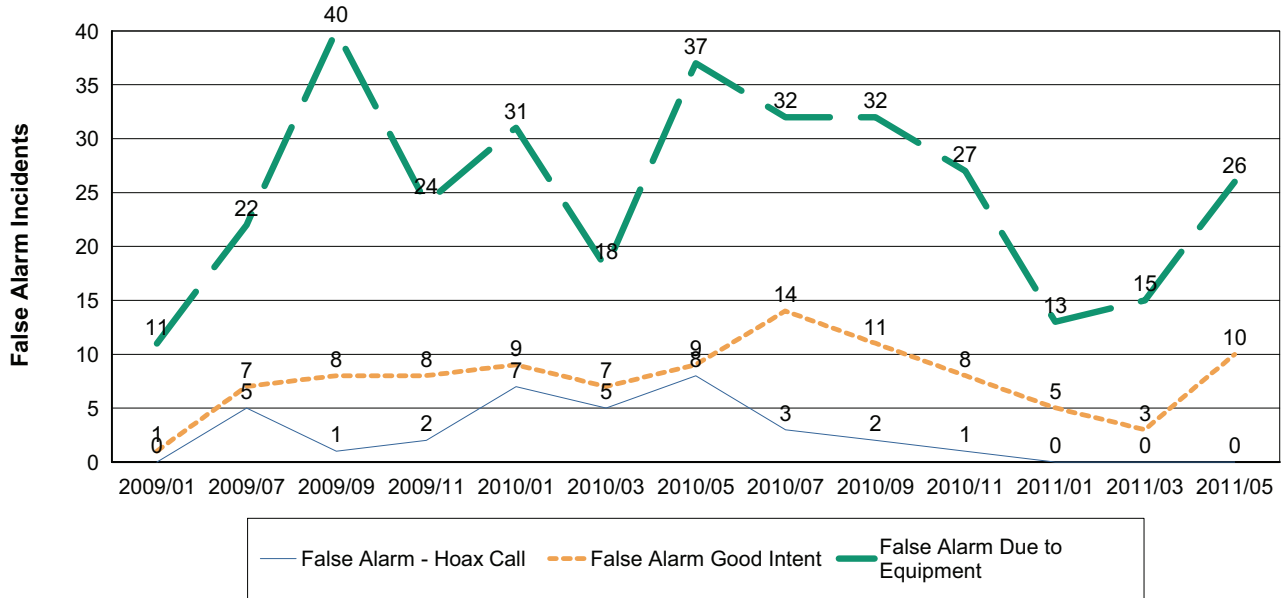
### Fires by Cause



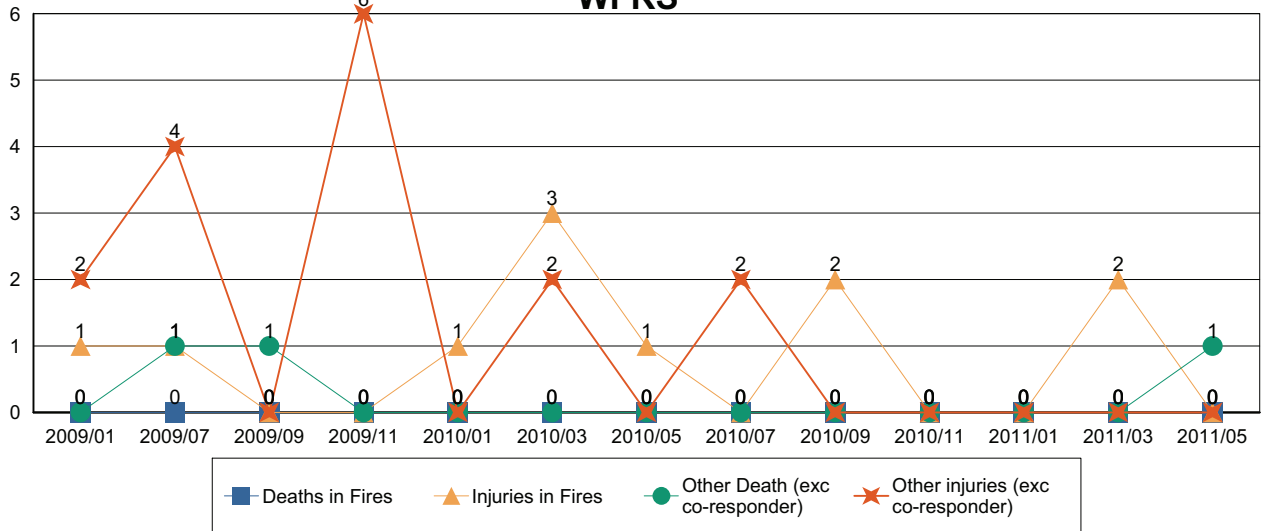
### Non-Fire incidents attended by WFRS



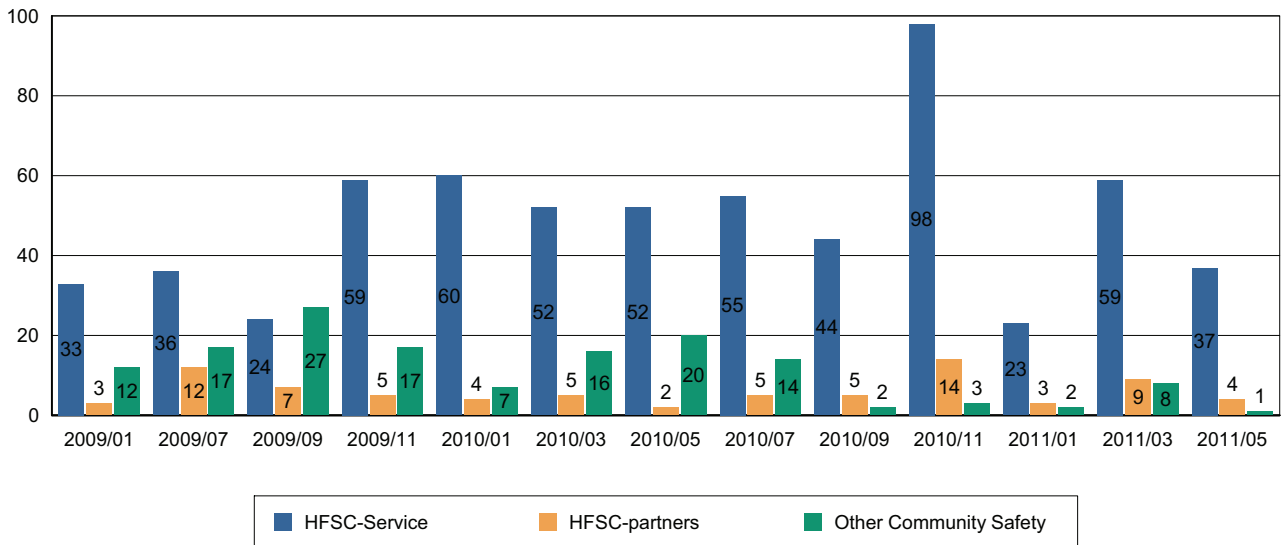
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

## NHS Update – July 2011

### NHS Reforms – the Health and Social Care Bill 2011

Following the publication of the report of the NHS Future Forum in June 2011, the Government has set out a detailed policy response which announces important changes to the government's plans for modernisation of the NHS. The changes include:

- Change from GP Commissioning Consortia to Clinical Commissioning Groups with Board members and wider duties to involve patients and public
- Stronger safeguards against competition
- Additional safeguards against privatisation
- More choice and involvement for patients
- Increased emphasis on joint commissioning
- Strong messages about integration of health and social care
- Revised timetable

NHS Wiltshire will continue working closely with local GPs to establish the structures and organisation of the Wiltshire Clinical Commissioning Groups to ensure a smooth transfer of services and commissioning duties in April 2013. The emerging Clinical Commissioning Groups will become sub-committees of their respective NHS Boards, which for Wiltshire currently means three Clinical Commissioning Groups - North and Kennet, West Wiltshire Yatton Keynell and Devizes (WWYKD) and the Sarum NHS Alliance.

### PCT clustering

Jeff James and Jenny Howells have been appointed Chief Executive and Director of Finance respectively, across PCT cluster which comprises NHS Wiltshire and NHS Bath and North East Somerset. The Chief Executive is accountable for the quality, finance, performance and the development of commissioning functions across the whole cluster area, supported by a single executive team. Clustering also helps to deliver the national ambition of a 43% decrease in management costs across the NHS by 2013, as set by the Department of Health.

Jeff James will lead a single Executive Team drawn from existing staff in the South West region. Recruitment to other posts within the Executive Team is underway, with positions advertised nationally and expressions of interest received. Interviews are to be held in early July.

NHS Wiltshire and NHS BANES will continue to exist as legal entities and their Boards will continue to meet separately to carry out their strategic duties led by their existing respective Chairmen.

### Next NHS Wiltshire Board Meeting

The next Board meeting of NHS Wiltshire will be held on **Wednesday 20 July at 10am - 2011 at Southgate House**. Members of the public are welcome to attend. Papers are published a week before the meeting on [www.wiltshire.nhs.uk](http://www.wiltshire.nhs.uk) or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: [stacey.saunders@wiltshire.nhs.uk](mailto:stacey.saunders@wiltshire.nhs.uk)). For further information or copies of documents referred to above, please email [communications@wiltshire.nhs.uk](mailto:communications@wiltshire.nhs.uk)



Salisbury Area Board – 14 July 2011

## Older People Accommodation Development Strategy

### Overview

The Council has produced a 10 year development strategy, modelled across two timeline options, which will modernise the way that older people's accommodation is provided, develop and adopt an integrated accommodation system, ensure the best use of increasingly scarce resources and respond to local needs in local communities.

The capital cost of the proposed development programme, including extra care, nursing and specialist dementia care provision, is approximately £220m based on current prices. Under these proposals the Council does not anticipate funding developments directly and will be working to maximise investment from the private and voluntary sectors. An innovative joint procurement exercise with Devon County Council is also being progressed in an attempt to reduce future Social Housing Grant requirements for extra care developments by accessing potential cross-subsidisation of schemes through the inclusion of Council owned land.

The proposed development strategy and service remodelling would enable the Council to realise a cost avoidance of approximately £600m over the next 25 years when compared to the "do nothing" option. This will assist the Council to offset the challenges of the forecast demographic change of older people and is achieved through a diversion of people from residential care to community support or specialist nursing or dementia care, which achieves an average saving per person of £44 per week.

### Development Strategy

The facilities to be provided in each of the community areas as a result of this development strategy are contained in the table below:

Community Area	Description of Facilities
Amesbury	40 unit extra care scheme to meet nursing needs
Bradford on Avon	80 bed nursing home
	18 unit extra care scheme
Calne	60 unit extra care scheme
Chippenham	64 bed care home for people with dementia
	60 unit extra care scheme
Corsham	80 bed nursing home
	40 unit extra care scheme
Devizes	80 bed nursing home for people with dementia
	45 unit extra care scheme
Malmesbury	50 unit extra care scheme
Marlborough	16 bed nursing extension for people with dementia
	45 unit extra care scheme
Melksham	45 unit extra care scheme

Melksham (cont)	60 bed nursing home (Semington)
	12 unit extra care scheme (Semington)
Mere	45 unit extra care scheme to meet nursing needs
Old Sarum	80 bed nursing home
	64 bed care home for people with dementia
Salisbury	50 unit extra care scheme
	80 bed nursing home
Tidworth	40 unit extra care scheme to meet nursing needs
Tisbury	Virtual extra care scheme
Trowbridge	66 bed care home for people with dementia
	40 unit extra care scheme
Warminster	80 bed nursing home
Westbury	40 unit extra care scheme
Wootton Bassett & Cricklade	64 bed care home for people with dementia
	63 bed nursing home
	45 unit extra care scheme
	40 unit extra care scheme (Cricklade)

The delivery of these new developments would enable the existing not fit-for-purpose or outdated facilities to be replaced, whereby the current residents would be relocated to the new schemes and the existing homes closed.

The development strategy will be delivered through a variety of partnerships, contractual arrangements and funding opportunities. These include:

- A long-term partnering agreement with The Orders of St John Care Trust, who currently operate the Council's care homes for older people, which recognises the need for developments and / or significant refurbishments due to the ageing nature of the existing facilities.
- The Department of Health Private Finance Initiative through which the Council has been provisionally allocated £49.687m to deliver specialist dementia care and nursing facilities in the south and north of the county.
- An innovative Preferred Developer Partner Framework agreement which is being jointly procured with Devon County Council to facilitate the development of extra care housing with little or no requirement for public subsidy i.e. Social Housing Grant, due to the potential cross subsidisation of facilities through the inclusion of Council owned land.
- A review of the sheltered housing stock to assess the quality of accommodation and its ability to meet current and future needs. Facilities may be recommended for refurbishment to provide community extra care housing or to meet other Council priorities i.e. the provision of affordable general needs accommodation.
- Utilising private sector and Registered Social Landlord (RSL) initiatives which may reduce the requirement for Council led developments in particular community areas.

The Older People Accommodation Development Strategy was approved by the Council's Cabinet on 25<sup>th</sup> January 2011 and the full document is available on the Council's website.

## Salisbury Area Board – 14 July 2011

### Help to Live at Home

The Council has been working with the NHS and residents of Wiltshire on a major review of the services that are available to older and vulnerable people living in the county. This is called 'Help to live at Home'. The review aims to improve the experiences of vulnerable adults and carers who require support, whilst ensuring that the changes are sustainable in the future. This is an exciting time to really make a difference to the lives of people in Wiltshire.

We aim to provide an improved service to an increasing number of vulnerable people by:

- Bringing together a variety of separate services into one so that a single service is able to meet a wider range of needs. The sort of services we are including in this are personal care in the home, housing support and other services that support people in their homes.
- Ensuring these services focus on helping people learn or re-learn skills they may have lost as a result of illness, or another event that has resulted in them losing confidence and needing some help.
- Making even better use of the wide range of community services that there are in Wiltshire.
- Making sure these services are focused on doing what people want and helping people to live independent and fulfilling lives.
- Supporting sheltered accommodation schemes.

As a result of this review –

- Services to older and vulnerable people in Wiltshire will be improved with more people able to access help to help themselves through the provision of information, advice and support from within the wider community and less people dependent upon help from the Council.
- More people will be able to remain in their own homes with an improved quality of life
- Less people will require help for long periods of time – more people will be helped to become independent more quickly.
- People who need support will receive it at whatever time of the day or night
- People will receive the right help, at the right time, in the right place.





**Community Area Transport Group (CATG)**  
**– Funding for Prioritised Schemes**

**1. Purpose of the Report**

- 1.1. To seek the board's approval of the Salisbury Community Area Transport Group's (CATG) recommendations for the prioritisation of schemes for funding from the Salisbury Area Highway's Budget in 2011/12.

**2. Background**

- 2.1. During the course of each year, Wiltshire Council receives numerous petitions and requests for small-scale transport and highway improvement schemes.
- 2.2. In previous years, an allocation has been made in the budget to fund a small number of the schemes requested by town and parish councils. To identify those that would receive funding, all requests were assessed and prioritised using the Council's Scheme Assessment Framework, which provides an objective, quantitative and rapid method for evaluating and ranking schemes. However, following the establishment of area boards, this area of funding presents an opportunity for decisions on investment in highway improvements to be taken locally.
- 2.3. The Area Boards have been allocated a budget of £250,000 in 2010/11 and are being involved in the assessment and selection of small-scale transport schemes to be progressed in their community areas. This funding was distributed between the Area Boards in accordance with a formula which takes into account population and the area covered. In the case of the Salisbury Area, £14,758, has been allocated for this scheme in 2010/11. This funding has now been rolled over in to financial year 2011/12 and added to a further allocation of £14,758 bringing total available funds in this financial year to £29,516. This money cannot be rolled over into financial year 2012/13.
- 2.4. In addition to the above, following the establishment of the Area Board Community Area Transport Groups and the creation of a Discretionary Highways Budget for each Board, it has become apparent that this level of funding is not always sufficient to fund the implementation of an Area Board's top priority transport scheme. To overcome this problem for at least

some of the area Boards, a substantive Community Area Transport scheme budget of £100,000 has been made available to help deliver some of these schemes. Area boards would be eligible to bid for substantive scheme funding when a priority scheme exceeds their available discretionary highways budget and could not be implemented in phases spread over two or three financial years. The exact bidding mechanism is presently under discussion with the outcome expected by end July.

2.5. In light of the substantive scheme funding sources outlined above, at the Salisbury Area Board meeting of 12 May 2011 the Chairman reported that two options were being prepared by officers for possible implementation at the site in Harnham Road:

- a signalled 'puffin' crossing which would cost around £80,000; and
- a pedestrian refuge, which would cost around £20,000.

These options would be considered at the next meeting of the CATG, and a recommendation would be submitted to the next meeting of the Area Board on 14 July, 2011.

2.6. Local transport priorities were further discussed at the Salisbury CATG meeting of 8 June 2011. Following discussion with highways officers it is the CATG's recommendation to pursue the schemes listed in Table 1 at the cost indicated in the adjacent column. In order to obtain sufficient resource for the construction of the priorities, the CATG's recommendation is to prepare a bid from the substantive scheme fund to top-up the £29,516 available from the Area Board's discretionary highway budget.

Table 1: Salisbury CATG Priorities 2011/12

	<b>Priorities agreed</b>	<b>Cost</b>
1.	Puffin Crossing	Construction cost approximately £67k (signalised puffin crossing) 2 years pooled funding @ £29,516 and a bid submitted to the £100k substantive scheme fund for £38k
2.	If the bid fails, pursue a zebra crossing. However speed on Harnham Road first needs to be reduced sufficiently before such an option can be considered. Tom Gardner to write a detailed report for the next CATG. Stage 1 – reduce speed to an acceptable level for a zebra crossing through introduction of traffic calming measures	@ circa £40k  Stage 1: Traffic calming measures (type to be determined) Circa £15k Stage 2: circa £25k

	Stage 2 – if speed has been reduced sufficiently, install zebra crossing.	
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### **3. Main Considerations**

3.1. To approve the expenditure for the CATG priorities 1 and 2, as outlined in Table 1.

### **4. Implications**

#### **4.1. Financial Implications**

As set out at paragraphs 2.3 and 2.4 above, the Area Board currently has £29,516 remaining in the budget for this year, which cannot be carried forward to 2012/13 if unspent at the end of the 2011/12 financial year.

#### **4.2. Legal Implications**

The decision to approve the release of funding from this budget has been delegated to the Area Boards.

### **5. Recommendation**

**It is recommended that the Salisbury Area Board:**

- 1. Notes the recommendations of the Community Area Transport Group; and approves the release of funding for the prioritised schemes**

Report Author: **Marianna Dodd, Salisbury Community Area Manager**

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#### **Appendices:**

- 1. Minutes of Salisbury Community Area Transport Group meeting (8 June 2011)**

**Background papers:** None



Date: 8June, 2011  
 Time: 10:00 – 12:00 noon  
 Venue: St Barbe Meeting Room, Bourne Hill, Salisbury  
 Attendees: Mary Douglas (MD) Chair, Sally Barnett (SB), Annie Child (AC), Cllr Chris Cochrane (CC), SCC Cllr John Collier (JC), Jane Davies (JD), Marianna Dodd (M), Spencer Drinkwater (SD), SCC Cllr John English (JE), Patricia Fagan (PF), Tom Gardner (TG), Cllr Cheryl Hill (CH), David Law (DL), Pam Rouquette (PR), Margaret Willmot (MW), Steve Wilson (SW),  
 Apologies: Debrah Biggs (SCCAP), Peter Durnan, COGS, Winnie Manning (WM), Helen Rowe (Age UK)

	<b>Subject</b>	<b>Action</b>
<b>1.0</b>	<p>Welcome, Introductions &amp; Apologies</p> <p>The Chair welcomed everyone to the meeting and acknowledged the apologies received, as stated above.</p>	
<b>2.0</b>	<p><b>Update on the development of CATG priority schemes (Tom Gardner)</b></p> <p>TG gave a presentation of the chosen scheme, Harnham Road, Salisbury. This presentation highlighted the 3 options chosen and the pros and cons of each option. TG put forward his recommendation to the group for a puffin crossing followed by an unofficial crossing point.</p> <p>A discussion followed between group members and officers which included the following questions and answers:</p> <p>Q. What could be done to reduce the speed on the Harnham crossing, as this was within a 30 mph limit?        A. There are concerns about the speed coming down hill to the Harnham gyratory – 85% suitable for east bound not west bound perspective. Having a crossing there could be a psychological factor.</p> <p>Q. Could we consider traffic calming?        A. A physical speeding device would not be considered on a traffic route like this and a vertical reflection is not suitable. Options include looking at pinch points – a simple road narrowing or we could enclose the space or look at the vegetation lining the side of the road.</p> <p>Q. Could you put rumble strips?        A. This might be noisy.</p> <p>Q. Vehicle reflective strips might be effective?        A. These have been used in a past study on effectiveness of signs which showed there was a good initial impact, i.e., a 4 mile reduction in speed which creeps back up.</p> <p>Q. If there is hatching in the middle of the road it can increase the speed, if it is removed, there might be a drop in speed?        A. There needs to be some hatching – but you do not have to have this.</p>	
<b>3.0</b>	<p><b>Funding for 2011/12</b></p> <p>The Chair summed up, that there were 3 options to choose from, which were:</p> <ul style="list-style-type: none"> <li>• A puffin crossing</li> <li>• A zebra crossing</li> </ul>	

- A pedestrian refuge crossing

The budget would be the same as last year, that is, £14,758 to spend on a solution.

SD advised that the Board has £29, 200 in the budget to date but would check this figure. This would not cover the cost of a puffin crossing.

SD also advised that this year there would be an additional share of a £100k pot and each Area Board will be able to bid for a proportion of this to top up. This needs to be signed off by Cabinet.

#### **4.0 Review of scheme requests (including any new schemes) and Area Board Transport Issues**

It was agreed that any new scheme requests would be put through the Issues Log and referred to Highways.

#### **5.0 Selection of schemes for funding in 2011/12**

The Chair requested that each individual in the group put forward their thoughts and for officers to comment where appropriate.

MD expressed interest in a zebra crossing.

JC commented that if speeds were in excess of 35mph, it would not qualify for zebra crossing.

JE suggested having a zebra crossing with vehicle reflective signs.

MD asked what would be the cost of a vehicle reflective sign.

TG replied that general ball part figures were:

- vehicle reflective sign - £8k
- zebra - £25k
- drop kerbs, poles etc cost about £30k to include narrowing

CH felt that a pedestrian refuge was not acceptable as there was no space for prams.

MW asked if the existing pedestrian refuge would stay put.

TG said that this had not been costed for removal.

PF stated that unless the pedestrian refuge was made safe for wheelchairs, she would opt for a puffin crossing and that a refuge falls short on the requirements of those people who are vision impaired.

AC concurred with PF for a puffin crossing.

MW thought that a puffin crossing would be a better option.

TG advised that a puffin crossing was a good option as it reacts to the pedestrian, has vehicle alerts overhead and follows the pedestrian across the crossing.

MD checked to see if anyone in the group wanted the pedestrian refuge option. No-one wanted this.

CC asked that a message go back, that the budget was unrealistic.

Questions were raised about the potential of moving the bus stop which SW agreed was well used. TG said that this had not been considered and would involve a lot of kerbing work and landscaping. It also depended on how far the bus stop should be moved. It would not be possible to use the bus stop west bound, it would sit within the carriageway not the lay by. JC said there was no room to move the bus stop.

The reason we needed a pedestrian crossing was because of the accidents. JC continued that the group needed to be aware of the economic realities, i.e., that a puffin costing £60k was not in our radar. He suggested going for an uncontrolled crossing with a potential for an upgrade when more money became available.

MD stated that the group had two lots of £14,758, that is £29,516 to spend on its top priority and suggested that the money is pooled and a bid submitted for £30k. If this was not successful, the group could reconsider.

SD stated that we should aim for a decision by July, 2011.

MD reiterated her questions about putting in a zebra. TG said that pinch points may be the best way to reduce traffic speed. SD advised that the introduction of a zebra would need to take place in 2 stages: 1) reduce traffic speed sufficiently to within the criteria for a zebra 2) put in the zebra. The risk was that, if traffic speed could not be reduced sufficiently, no zebra could be put in, and CATG would have no crossing to show for the money it had spent. This would cost around £35k in total. MD asked TG to look at this and provide a report to the next CATG as a fall-back option if the bid for money for the puffin crossing should fail.

TG

**Action: Tom Gardner**

MD suggested the group put forward its preferences to TG's team, what we could do and what it would cost.

MD asked the group to confirm that they wanted to pool 2 years on the puffin crossing with a bid to the £100k pot; and if the bid failed, to ask TG to produce a report on a zebra crossing plus measures to reduce traffic speed. All agreed

MW said that some of the cycling schemes were not on this list and that this should be reviewed. MD asked M to send out the list of schemes to members asking that they canvass others to add any further schemes to the current list. SW added that any amendments and the nature of the problem should also be considered.

M

**Action: Marianna Dodd**

MD asked how the larger pot of funding was allocated. SD said that there were three parts to this pot and that the Area Boards' allocation is 10%, with the remainder allocated to strategic items. The list of requests from the public did not fit into other schemes. Cllr Tonge made decisions on area transport plans, road safety budgets etc to the tune of £2.5m which is ring fenced.

A discussion followed about being informed about the bigger strategic picture, however, SD reminded the group that this was not the remit of the CATG.

MD reminded the group that it was looking at 2 years of CATG funding and requested that they look again at the list of schemes and state what they would prioritise if they had the choice.

MD asked the group to confirm that you want to give 2 years on the Harnham scheme. All agreed.

CC suggested that the group take a 4 year view but roll forward on current allocations pressing planners to give information over the 4 year period.

MD said that this was something that she and CC would need to talk to Dick Tonge about.

MD

**Action: MD**

**6.0 Other highway issues**

None were raised.

**7.0 Any Other Business**

SW alerted the group that the Highways Information document was available on the website. It provided information about the highways service, for instance, information on the major maintenance schemes in Salisbury. There are 4 at the current time, 1 at Harcourt Bridge, 3 major resurfacing schemes within Salisbury 1) Rawlins Road, to be done in school holidays 2) Milford Mill Road 3) The Friary Road. The budget has been agreed with additional funding for winter damage works.

SD also advised that the May issue of the Parish Newsletter informed that there would be no additional grit bin allocation this year but there was an opportunity for the City Council to identify any grit bins not currently used and that these could be relocated to more suitable sites.

JE would like CATG to think about pot hole filling and speed watch.

MD compared this to the Business Improvement District approach, where local businesses contribute financially to an improvement of the street scene over and above that which would be expected from the local authority. She asked for the option for local people to fill potholes in their own area to be considered at the next CATG.

MW would like to see better disabled access, i.e., higher kerbs at bus stops. MD advised that all issues should be put through the Issues Log.

PR would like to see safe routes to school raised if there a different pot of funding for this. SD responded that there is a £150k pot of funding and that Salisbury could have an opportunity to bid from this pot. However, there is no money available this year. MD advised that there were two routes to address this, that is to raise an issue in 1) School Travel Plan and 2) Issues log.

MD advised that at the next meeting, the option for local people to fill potholes in their own area would be discussed.

**Action: Marianna Dodd**

**8.0 Date of Next & Future Meetings**

24 August, 2011 10 – 12noon in St Barbe Meeting Room, Bourne Hill  
28 November, 2011 10 – 12noon venue to be advised  
08 February, 2011 10 – 12noon in St Barbe Meeting Room, Bourne Hill

M



## Salisbury community campus

### Selection of Shadow Community Operations Board representatives

Following the Area Board meeting on 12 May 2011, the community in the Salisbury community area were invited to submit expressions of interest to sit on the Salisbury Shadow Community Operations Board (Shadow COB), comprising the following representation:

- 1 x representative of education and young people
- 1 x representative of the parish council
- 1 x representative of the wider community
- 3 x user and community group representatives

Local members are asked to determine the representation on the Shadow Community Operations Board from the list of applicants provided below. Local members may choose to consider the following broad criteria when determining representation on the Shadow Community Operations Board:

**Leadership** – effective community leadership and engagement which could take the form of those who either are, or consider themselves to be, strategic leaders as opposed to operational leaders

**Representation** – ability to represent the wider views and needs of the identified/relevant sector and sub-sectors (including minority and vulnerable groups) of the community area

**Skills** – the need to have an appropriate and representative skills set across the Shadow COB

**Context/background** – does the group or sector that the applicant represents cover a significantly large part of the community, or possibly a targeted group the Area Board would like to engage with?

**Consultation** – is there evidence or a known evidence of an ability to coordinate some form of consultative process

**Conflict of interests** – some applicants will inevitably represent or be involved in other organisations, groups, special interest parties etc. Consideration as to whether these other interests make inclusion on the Shadow COB inappropriate may need to be given

**Enthusiasm and drive for success** – in some cases individuals within the community may not represent a specific group or organisation, but demonstrate a considerable passion for working with others to create a successful and sustainable campus facility

## Shadow Community Operations Board – summary of expressions of interest

Name	Sector, group or organisation you represent	Reasons for expression of interest
Ruth Jones	<p>The Unit – young volunteers, and adult volunteers concerned with things to do and places to go for young people aged 13-19</p> <p><a href="http://www.unitspace.org.uk">www.unitspace.org.uk</a></p>	<p>We are a completely independent organisation.</p> <p>We work solely to engage and involve young people in their community through finding, promoting, and taking part in things to do, and creative approaches to encouraging young people to have their voices heard.</p> <p>We have a growing band of young volunteers from a wide range of backgrounds and supporting adult volunteers.</p> <p>We are skilled and experienced at communication with young people, and have an adult committee and supporters with a wide range of skills and experience relating to young people, youth culture, education.</p> <p>We have established good, active links and partnerships with a range of local organisations in the community, including schools and arts / cultural providers.</p>
Two representatives of the Salisbury CAYPIG (both age 17 years)	Salisbury CAYPIG	<p>One of us lives in town and the other lives in Bemerton Heath and we both help out at the Bridging Project.</p> <p>We feel that it is a very important scheme and we would like to know what changes would happen to it with the current situation.</p> <p>Salisbury youth centre plays a big role within the local area and has helped a lot of people. It has not only helped with our confidence greatly it also has had a great impact in our choices in careers as one of us is now working in childcare.</p> <p>I think a main reason why the youth centre is effective is because it is close and people don't have to travel. The campus must be accessible to everyone as currently we provide for a wide range of individuals and groups which might find it difficult to go to a new youth centre.</p>

<p>Lieutenant Peter Clark</p>	<p>The Salvation Army, Churches Together</p>	<p>Having been appointed by The Salvation Army in July 2010 to lead along with my wife the work of the Salvation Army in the Salisbury Area.</p> <p>I have in the last eight months looked at where we as a Christian Organisation with many years experience fit into the already excellent work being carried out in the Salisbury area.</p> <p>I was born in Chippenham 50 years ago and have a heart for Wiltshire and the community and was delighted to be appointed back to the area last year.</p> <p>I represent a large organisation that has many expertise and experience in supporting people to improve and support local organisations. In my last appointment for the Salvation Army I worked very closely with the local authority on the south coast, our building was the hub of community working with over 60 agencies and organisations.</p> <p>This month I will become Mayor's Chaplin and Vice Chairman of Churches Together in Salisbury.</p> <p>If my experience and support network can be of help I would be willing to support in any way.</p>
<p>Patricia Fagan</p>	<p>Elizabeth House social centre, voluntary sector, working with people with disabilities</p>	<p>I wish to ensure the voice of people with disabilities is heard. I am ideally placed to gather their comments, with direct access to many, by no means all, of Salisbury's disabled people and their carers.</p>
<p>John Proctor</p>	<p>User and community</p>	<p>Represent Children's Nurseries on Schools Forum and Early Years Reference Group and run 3 nurseries in the area including one at the children's centre on Bemerton Heath. I am a church minister in Salisbury with over 1000 parishoners in 5 churches.</p> <p>I am Chairman of Alabaré working with vulnerable and marginalised across the county including, homeless, young people, learning disabled, young single mums with babies and ex offenders.</p> <p>I have contact with a wide cross section of the community and am willing to speak up for their interests. I believe for us to build a cohesive community people must have a voice and be</p>

		<p>involved in determining their own future.</p> <p>I have lived in Salisbury and surrounding area for over 25 years and work in both the city and rural villages gaining a better understanding of their differing needs.</p>
Patricia Crabtree	<p>I represent the people living in the centre of Salisbury – I am not on any other committees, which makes me a member of the ideal constituent sector: the real public.</p>	<p>I have long advocated the creation of a single space for use by residents of the City, to mirror the existence of village halls and community centres in the outlying areas.</p> <p>I expect to be a typical user of a Salisbury Community Campus, so believe I have a sound insight into what is required and how it might best be provided.</p> <p>Also, I see it as important that someone sat on this committee represents (just) individuals, rather than it being made up only of people who have a more specific axe to grind, as members of pressure groups or associations who are already heavily represented on other relevant committees.</p>
Janice Fortune	<p>DEVELOP Enhancing Community Support (GROW)</p>	<p>As the commissioned infrastructure support service for Wiltshire we have a keen interest in supporting voluntary and community groups in the South and wish to ensure full involvement in the development of the Salisbury Community Campus.</p> <p>I would therefore like to express my interest in being part of the Community Operations Board overseeing this development.</p>
Debrah Biggs	<p>Wessex Community Action / Voluntary and Community Sector</p>	<p>As a local Council for Voluntary Service based in Salisbury since 1978, we liaise on a regular basis with other voluntary sector groups in and around Salisbury.</p> <p>We have members from many different interest groups and we are easily able to consult with them on any important issues that arise. We also work closely with other organisations across the county and are a member of the Wiltshire Infrastructure Consortium.</p>

Anne Trevett	South Wilts Mencap	<p>SWM is extremely interested in the development of the new day service for people with learning disabilities at Five Rivers and we are very concerned to have a voice in the planning process.</p> <p>We also want to see the development serving the wider community and foster integration of people with learning disabilities into the community.</p>
To be elected from SCCAP Steering Group	<p>Salisbury City Community Area Partnership (SCCAP; Our Salisbury)</p> <p>Representing all sectors within Salisbury (voluntary, business and residents)</p>	<p>As the local Community Area Partnership, "Our Salisbury" should have a representative on the Community Operations Board to liaise with all groups, businesses and residents in Salisbury, to enable their views to be sought and heard.</p> <p>The representative would be elected from within the current Steering Group.</p>



## Salisbury Area Board – 14 July 2011

### Wiltshire and Young People's Trust - Draft Commissioning Strategy for Young People Aged 13 to 19

#### Introduction

Wiltshire Children's Trust draft commissioning strategy for services for young people aged 13 to 19 has been issued for consultation. This is an important strategy which outlines plans for improving services for the 13 to 19 age range. The draft has sections on:

- An introduction including the purpose and scope.
- The national and local context for work with 13 to 19 year olds.
- Local needs and services.
- An analysis of the current position from the points of view of young people and staff and managers who work with the 13 to 19 age range.
- The commissioning priorities including some suggestions for the future delivery of youth work services in Wiltshire. These suggestions were developed with a range of stakeholders and wider views are now being sought.

If you would like a copy of the draft please email [Pathways@wiltshire.gov.uk](mailto:Pathways@wiltshire.gov.uk). The draft strategy is also available at [www.wiltshirepathways.org](http://www.wiltshirepathways.org) on the home page and under "Latest News".

#### Developing the Strategy

Young people and representatives from a range of agencies working with 13 to 19 year olds have been involved right from the start and their views have informed the draft including the commissioning priorities and youth work suggestions.

#### Consultation

Consultation is taking place for 12 weeks from 13<sup>th</sup> May to 5<sup>th</sup> August 2011. The final strategy will be presented to Wiltshire Council's Cabinet in September 2011 along with a report making specific proposals on future plans for youth work. The draft includes key consultation questions. Written responses to the consultation should be sent to [Pathways@wiltshire.gov.uk](mailto:Pathways@wiltshire.gov.uk).

#### Purpose of the 13 to 19 Commissioning Strategy

The purpose of the commissioning strategy is to achieve better outcomes for young people aged 13-19 by:

- Ensuring a good range of high quality services for all young people.
- Providing an early integrated response when young people are vulnerable or at risk, as soon as problems or issues arise.

- Ensuring cost effective services by improved co-ordination and reducing any overlaps and duplication.

**Priorities:**

**Campus Developments**

The draft commissioning strategy notes that there are plans for developing a campus in each of the 18 community areas. Each campus would bring together a number of local services provided by the Council and other agencies in a building or collection of buildings.

It is envisaged that each campus will contain some space which will be used by the 13 to 19 age range. The draft includes a specific consultation question on space for young people in each campus.

**Commissioning Priorities for Services for 13 to 19 Year Olds**

The draft includes a number of suggested commissioning priorities outlined in the table below. The final strategy will include specific actions planned.

1	Maximising the participation and involvement of young people
2	Improving educational attainment
3	Supporting young people to move into employment and training
4	Improving access to information, advice and guidance
5	Increasing the availability of affordable housing
6	Reducing the number of young people who are unable to live with their families
7	Improving services available for young people who are engaged in risky behaviour
8	Improving services for young people with disabilities
9	Exploring options to improve transport for young people
10	Encouraging and increasing volunteering opportunities for young people.
11	Making sure information is available on services and activities for 13 to 19 year olds

During the consultation feedback is being sought on whether these are the right priorities and which, if any, should have higher priority.

**Future Youth Work Services and Savings**

The draft strategy also outlines 4 suggestions for future youth work services including some initial thoughts on making the savings from youth work budgets noted in the Council’s financial plan. The suggestions are put forward in order to promote discussion and debate and there is not a favoured suggestion. Some of the suggestions could be combined and through discussions during the consultation period new ideas are likely to emerge.

More information on the draft 13 to 19 commissioning strategy and the suggestions for future youth work services will be provided at the Area Board meeting.



## Item 15

<b>Report to</b>	<b>Salisbury Area Board</b>
<b>Date of Meeting</b>	<b>14 July, 2011</b>
<b>Title of Report</b>	<b>Community Area Grants</b>

### **Purpose of Report**

To request that Councillors consider six applications seeking 2011/12 Community Area Grant funding.

## 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. 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 for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement. With this in mind Community Area Grants should be encouraged from and awarded to community and voluntary groups.
- 1.4. Area boards will not consider applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.5. Officers are required to provide recommendations in their report, although the decision to support applications and to what level is made by Wiltshire Councillors on the Area Board.
- 1.6. Funding applications will be considered at every Area Board meeting.
- 1.7. All applicants are encouraged to contact Charities Information Bureau who is working on behalf of Wiltshire Council to support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.8. Paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.9. The 2011/2012 funding criteria and application forms are available on the council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) or paper versions are available from the Community Area Manager.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"> <li>• Community Area Grant Application Pack 20011/12</li> <li>• Salisbury City Community Area Plan 2004 – 2009</li> </ul>
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## **2. Main Considerations**

- 2.1. Councillors will need to be satisfied that grants awarded in the 2011/12 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 20011/12. The second round of funding is contained in this report.

## **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 2011/2012 budget of £78,075 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2010/2011 budget is £31,429. This leaves a total budget of £109,504 for 2011/2012.
- 4.3. If the 6 Community Area Grants submitted to the 14 July, 2011 meeting are awarded in line with officer recommendations, the Salisbury Area Board will have a balance of £78,282.

## **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. Grant Application: SAL 6/11

Applicant	Project proposal	Funding requested
St Thomas and St Edmund Salisbury	To improve H & S accessibility & facilities for the groups using the Canterbury Meeting Room	£5,000

1. The Officer recommends that a total amount of £5,000 requested is awarded for this project subject to the approval of £500 provisional funding from Salisbury City Council.
2. This application meets the grant criteria 2011/12.
3. This application demonstrates a link to the Community Plan.
4. This application meets Wiltshire Council priorities.
5. Summary details about the applicant: St Thomas’s, Salisbury is a registered charity (Charity number 1133882). The trustees of this charity are the members of the St Thomas’s Parochial Church Council (PCC). The PCC is responsible for the financial affairs of the church and the care and maintenance of the church fabric and its contents.
6. Summary details about the project: The Canterbury meeting room is on the ground floor of St Thomas’s House which is a property owned by the PCC, title registered no WT235139. The room is used by a variety of community groups, hired by local business for meetings as well as families for various events. Volunteers support social activities and events taking place in the Canterbury room. Circa 1,500 people used the room. The project is asking the Board for roughly a third of the total costs of refurbishment of St Thomas’s which is a medieval church attracting many visitors to the City. Although the PCC have reserves of £344,708, this falls short of the amount needed to maintain the building; a quinquennial assessment identified a work programme over the next 5 years of £100k required per year to cover maintenance/refurbishment costs.
7. What will happen if the Area Board makes a decision not to fund the project: the room will continue to be used but will be improved with funding assistance for this major safety upgrade.

**9. Grant Application: SAL 7/11**

Applicant	Project proposal	Funding requested
Nepalese Society, Salisbury	To establish a forum for the Nepalese community in Salisbury	£500

1. The Officer recommends that an Award of £500 is made to this project.
2. This application meets the grant criteria 2011/12.
3. This application demonstrates a link to the Community Plan.
4. This application meets Wiltshire Council priorities
5. Summary details about the applicant: The idea to develop a community group was raised by individuals in the Nepalese community whose aim was to pull people together to meet each other, discuss issues or problems arising and find ways to overcome them. There are approximately 30 families living in Salisbury and its suburbs. The forum will meet 4 times a year.
6. Summary details about the project: The major issue for families is the lack of language skills making access to services and jobs very difficult. Efforts have been made to find language courses for the Nepalese community without success. However, it isn't just about language skills as the forum will provide a platform for the Nepalese community to have a voice whilst providing much needed support to each other.
7. What will happen if the Area Board makes a decision not to fund the project: As they have no other source of funding, the group would not meet and progress would not be made.

**10. Grant Application: SAL 9/11**

Applicant	Project proposal	Funding requested
D'velop Ltd	Friary Photography Summer Course 2011	£1000

1. The Officer recommends that an Award of £1000 is made to this project.
2. This application meets the grant criteria 2011/12.
3. This application demonstrates a link to the Community Plan.
4. This application meets Wiltshire Council priorities
5. Summary details about the applicant: D'velop Ltd is a social enterprise not for profit organisation whose core values are to inspire and educate young people in the creative art of photography. It aims to provide photography courses at nil costs to

young people living in The Friary Estate in Salisbury.

6. Summary details about the project: The project will focus in the Friary in St Martins ward and will be run by an experienced teacher of photography who has expertise in working with vulnerable students. The project will provide courses in photography culminating in an exhibition at Salisbury Library of photographs produced by the students.
7. What will happen if the Area Board makes a decision not to fund the project: The project will not go ahead.

**11. Grant Application: SAL 10/11**

Applicant	Project proposal	Funding requested
Headway Salisbury and South Wiltshire	To establish a support group in Salisbury for people with an acquired brain injury	£2,265

1. The Officer recommends an Award of £2,265 is made to this project subject to the confirmation of £214 from their fundraising being approved.
2. This application meets the grant criteria 2011/12.
3. This application demonstrates a link to the Community Plan.
4. This application meets Wiltshire Council priorities
5. Summary details about the applicant: Headway Salisbury and South Wiltshire Limited is a charity No 1137281 whose objects include providing people who have suffered a brain injury with information, service and facilities.
6. Summary details about the project: Support groups run and managed by individuals who have an acquired brain injury and volunteers who are offering their services as 'in kind' professional support estimated at £2,112. Each session of 2 hour duration offering advice, support, information about benefits, socialising/normalising, recreational and community activity, respite and support for carers.
7. What will happen if the Area Board makes a decision not to fund the project: the project would have to re-evaluate their situation as they do need support with set up costs.

**12. Grant Application: SAL 11/11**

Applicant	Project proposal	Funding requested
Friend's of the Friary Tenant Participation Group	To hold a Friary Summer Fun event	£1,000

1. The Officer recommends an Award of £1000 to this project.
2. This application meets the grant criteria 2011/12.
3. This application demonstrates a link to the Community Plan.
4. This application meets Wiltshire Council priorities
5. Summary details about the applicant: The Friary Residents Association has recently been re-established and they are keen to pull the whole community together seeing this as a regeneration project.
6. Summary details about the project: The Fun day will take place on Friday 26 August, 2011 from 12noon – 5pm in the Friary open spaces and Community Hall.
7. What will happen if the Area Board makes a decision not to fund the project: The Fun day will not happen.

**13. Grant Application: SAL 12/11**

Applicant	Project proposal	Funding requested
Salisbury Stingrays	To train 2 existing poolside level 1 teachers/coaches to level 2 status.	£1,000

1. The Officer recommends an Award of £1,000 is made to this project.
2. This application meets the grant criteria 2011/12.
3. This application demonstrates a link to the Community Plan.
4. This application meets Wiltshire Council priorities.
5. Summary details about the applicant: Salisbury Stingrays is a not for profit, self-financing organisation with no external income. The revenue to run Coaching and Teaching schemes is generated by 1) swimming fees and membership subscriptions from club members 2) the promotion of Open Meet competitions 3) fund raising by members and families. The club has over 500 members.
6. Summary details about the project: All poolside teachers/coaches are volunteers. Without level 2 teachers, sessions cannot be run as only a qualification at this level carries the necessary insurance to child swimming development.
7. What will happen if the Area Board makes a decision not to fund the project: other sources of funding will have to be found.

<b>Appendices</b>	<b>Appendix 1 Grant application – St Thomas and St Edmund, Salisbury</b> <b>Appendix 2 Grant application - Nepalese Society, Salisbury</b> <b>Appendix 3 Grant application - D'velop Ltd</b> <b>Appendix 4 Grant application- Headway Salisbury and South Wiltshire</b> <b>Appendix 5 Grant application - Friend's of the Friary Tenant Participation Group</b> <b>Appendix 6 Grant application - Salisbury Stingrays</b>
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No unpublished documents have been relied upon in the preparation of this report.

<b>Report Author</b>	Marianna Dodd, Salisbury Community Area Manager Tel: 01722 434696 E-mail: <a href="mailto:Marianna.dodd@wiltshire.gov.uk">Marianna.dodd@wiltshire.gov.uk</a>
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## Community Area Grant Application Form 2011/2012

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

**For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)**

**Please contact your Community Area Manager before completing your application (See Section 3 for contact details)**

1. Your organisation or group			
<b>Name of organisation</b>	St Thomas and St Edmund Salisbury		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation type</b>	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		
2. Your project			
<b>Project Title/Name</b>	Canterbury Room safety upgrade.		
<b>What is your project about and what does it aim to achieve?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	To improve H & S accessibility & facilities for the groups using the Canterbury Meeting Room. 2 fire evacuation doors to be outward opening with push bar, disable access ramp. The electrics will be upgraded to meet current regulations. Fire safety lighting will be added. A fire and smoke detection system will be added. One disabled toilet with baby changing, 3 other toilets and safety door added at the bottom of the stairs. The room is used for several social groups run by church volunteers & the wider community this project will improve their safety and comfort.		
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	Salisbury Wiltshire Area Boards - Southern Locality		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

<b>Where will your project take place?</b>	Canterbury Room St Thomas's House St Thomas's Square Salisbury SP1 1BA
<b>When will your project take place?</b>	August 2011
<b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b>  <i>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</i>	We completed an H & S assessment had a building safety check and feedback from users due to lack of toilets. The Canterbury room is in regular use by many different groups both church and wider community: Toddler Group, Mothers' Union, Grapevine for men, Olive Branch for ladies, men's Curry Club and we have a social group who cook a Christmas Lunch and Sunday Lunch several times a year for people on their own or in need. Groups who look after the fabric of the church & buildings, our charities and finances also use this room. Outside groups use the room some for a fee or for free like Talking Newspaper providing Salisbury Journal for the blind. Local awareness groups for MNDA and Epilepsy Action a lip reading class &, Elizabeth House are given a concession rate. The room is also hired by local businesses for meetings and families for parties. This project will improve safety and facilities for the many different local people using the Canterbury Room. The age range attending these groups starts from birth with no upper age limit. When big community events are held in church eg tree festival we have 1000s of visitors and need additional toilets and the Canterbury Room kitchen.
<b>How many people will benefit from your project?</b>	It is difficult to put a number on this as the use of the room will be available to anybody needing to use a room in Salisbury and sometimes by visitors bought to Salisbury for our tree festival for example. I can only estimate 1,500.
<b>How does your project demonstrate a direct link to the local community plan for your area?</b> <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a>  <b>Please provide a reference/page no.</b>	Via the work of volunteers many support and social activities take place or are planned in the Canterbury Room. Supporting the work of other charities not just our own widens our reach. Our toddler group is popular this work is due to be expanded as we employ a young family worker to arrange activities for and support the young families in Salisbury. Local business also uses the room for training and meetings. Special family parties, funeral gatherings and baptism parties have all been held in the room.
<b>To be completed ONLY where town/parish councils are making an application</b>	
<b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Any other information about your project.</b>	

### 3. Management

How many people are involved in the management of your group/organisation?

Of these, how many are: One male under 50 and one female over 50 employed below shows our volunteers

Over 50 years	Male	<input type="text" value="7"/>	Female	<input type="text" value="7"/>
25 – 50 years	Male	<input type="text" value="7"/>	Female	<input type="text" value="3"/>
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?** The room will continue to be used but will be safer and improved for the use of the community groups. General maintenance and running costs will continue to be funded by rent raised within the building and church members giving. We have just asked for this assistance for this major mainly safety upgrade.

**How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?**

We are keen to ensure that the facilities we offer to the community and church groups are of a good standard and provide value for money. We will implement a new monitoring system, inviting users of the hall to evaluate the hall and its facilities. Additionally, we will monitor whether or not the improved facilities brought about through this project, ensures that we retain and increase the number of groups using the hall. We have prepared a Canterbury Room user Safety and Evaluation Form. Post completion of the works H & S risk assessments will show the problems have been resolved.

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

Yes       Date      1/6/11      No

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

*Please list with amount applied for and whether you have been successful*

Name of Funder	Amount Applied For	Amount Received
Salisbury City Community Fund Grants	£500	

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

*If yes, please state which one(s).*

Yes       No

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

Yes       No

4. Information relating to your last annual accounts (if applicable)				
Year ending:	Month: December	Year: 2010		
A - Total income:	£322,837			
B - Minus total expenditure:	£331,261			
Surplus/deficit for year: (A minus B)	£(8424)			
Free reserves currently held:	£344,708			
5. Financial information – If you can claim back V.A.T. please exclude from figures given below				
<b>Project Costs A</b> Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		<b>Project Income B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			<b>P/C</b>	
Scaffolding	£712	Own fundraising/reserves	c	£11,304
Ramp and hand safety rail	£1,000			£
Repairs to roof covering 1/3 of total cost (£5849)	£1,950	Parish/town council		£
Electrical 1/3 of total costs (£6930)	£2,310			£
Alterations to ground floor additional toilets	£5,767	Trusts/foundations		£
Locks to toilet doors, safety door, new doors to ground floor.	£4,170			£
Damen Associates' fees /expenses 1/3 of total costs 850+1400	£750	In kind		£
VAT	£2,800			£
	£	Other		£
	£	Wiltshire Council Area Board	p	£
	£	Salisbury Community Grant	p	£500
	£			£
<b>Total Project Expenditure</b>	<b>£16,804</b>	<b>Total Project Income</b>		<b>£11,804</b>
<b>Total project income B</b>		<b>£11804</b>		
<b>Total project expenditure A</b>		<b>£16804</b>		
<b>Project shortfall A – B</b>		<b>£5000</b>		
<b>Grant sought from Wiltshire Council Area Board</b>		<b>£5,000.00</b>		
<b>Bank Details</b>				
Please give the name of the organisations' bank account e.g. Barclays				
Please give the title name of the organisations' bank account e.g. current				

**6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered**

**Enclosed (please tick)**

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- 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. 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.

**N/A** 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  Safeguarding Adults

Public Liability Insurance  Equal opportunities

Access audit  Environmental impact

N /A  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:**

**Position in organisation:**

**Please return your completed application to the appropriate Area Board Locality Team (see section 3)**





## Community Area Grant Application Form 2011/2012

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

**For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)**

**Please contact your Community Area Manager before completing your application (See Section 3 for contact details)**

1. Your organisation or group			
<b>Name of organisation</b>	Nepalese Society Salisbury		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation type</b>	<b>Not for profit organisation</b> <input checked="" type="checkbox"/> <b>Parish/town council</b> <input type="checkbox"/> <b>Other, please specify</b>		
2. Your project			
<b>Project Title/Name</b>	Nepalese Society Salisbury – Forum 02 or 03 Sep and 01 or 02 Oct 11		
<b>What is your project about and what does it aim to achieve?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Bring all the Nepalese people together and hold a forum to identify problem like lack of language skill, health issues, misuse of drug and alcohol faced by the community and find a way forward. Language will be the main priority so the members can look for the suitable jobs themselves.		
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	Nepalese Society Salisbury		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input type="checkbox"/>	<b>Date</b>	No <input checked="" type="checkbox"/>
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input type="checkbox"/>	<b>Date</b>	No <input checked="" type="checkbox"/>

<b>Where will your project take place?</b>	At a suitable place in Salisbury
<b>When will your project take place?</b>	Aimed for 02 or 03 September and 01 or 02 October 2011 and every quarterly thereafter.
<b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b>  <i>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</i>	As I work in the Gurkha Welfare Centre, I came across with Nepalese people living in and around Salisbury struggling to get on to their feet due to lack of language skill. Even some are working but only as a part time and as a result, being unable to establish firmly. In view of this, it is believed that it would be most beneficial to get something done about the language so the members can be a bit independent. There will be plan of action for each event closer to the date.
<b>How many people will benefit from your project?</b>	About 30 families
<b>How does your project demonstrate a direct link to the local community plan for your area?</b> <a href="http://www.wiltshire.gov.uk/areboards">www.wiltshire.gov.uk/areboards</a>  <b>Please provide a reference/page no.</b>	Our communities, our vision' work together to create equality of opportunity for all. Page 5.
<b>To be completed ONLY where town/parish councils are making an application</b>	
<b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Any other information about your project.</b>  On 02 or 03 Sep 11, there will be a first gathering of ladies only to identify their issues and needs and followed by get to know each other.  On 01 or 02 Oct 11, there will be a first gathering of all. There will be a briefing about the benefits and followed by question/answer. Also discuss about the issues and prioritise the plan of action for the next event. Finally, wrap off the event with get to know each other.  And combined one every quarterly.  A lady has been volunteered to conduct English lesson but a plan of action is yet to be discussed.  For information only - Since the Home Office announcement in May 09, ex Gurkhas with 4 or more years service in the Armed Forces may come and settle in the UK if they so wish. In view of this, the members of the society are growing and will continue to do so for the next couple of years.  <b>All the members are excited and extremely positive about this project.</b>	



### 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="5"/>	Female	<input type="text" value="3"/>
25 – 50 years	Male	<input type="text" value="10"/>	Female	<input type="text" value="12"/>
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?

Not applicable.

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

As the society is not that big, the members will be consulted either by holding a forum, feedback session. As a matter of evidence, it is believed that the more people will be independent, confident and obviously secure employment.

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

Yes

Date

No

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

*Please list with amount applied for and whether you have been successful*

Name of Funder	Amount Applied For	Amount Received
Not applicable		

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

*If yes, please state which one(s).*

Yes

No

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

Yes

No

4. Information relating to your last annual accounts (if applicable)		
Year ending: Nil	Month:	Year:
A - Total income:	£Nil	
B - Minus total expenditure:	£Nil	
Surplus/deficit for year: (A minus B)	£Nil	
Free reserves currently held:	£Nil	

**5. Financial information – If you can claim back V.A.T. please exclude from figures given below**

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	
Book a venue 4 x a year	£350	Own fundraising/reserves		£
Refreshment	£150			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£500</b>	<b>Total Project Income</b>		<b>£</b>

<b>Total project income B</b>	£Nil
<b>Total project expenditure A</b>	£500
<b>Project shortfall A – B</b>	£500
<b>Grant sought from Wiltshire Council Area Board</b>	£500
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the title name of the organisations' bank account e.g. current</b>	

**6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered**

**Enclosed (please tick)**

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- 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. 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  Safeguarding Adults
  - 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:**

**Position in organisation:**

**Please return your completed application to the appropriate Area Board Locality Team (see section 3)**





## Community Area Grant Application Form 2011/2012

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

**For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)**

**Please contact your Community Area Manager before completing your application (See Section 3 for contact details)**

1. Your organisation or group			
<b>Name of organisation</b>	D'velop ltd a social enterprise not for profit		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation type</b>	<b>Not for profit organisation X</b> Parish/town council  Other, please specify		
2. Your project			
<b>Project Title/Name</b>	Friary Photography summer course 2011		
<b>What is your project about and what does it aim to achieve?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Photography courses that build confidence, raise self-esteem, improve communication skills, life opportunities, relationships, education and career. Courses are fun and engaging.  I am an experienced teacher of Photography at a range of levels including, basic skills, GCSE, A/Level and Foundation and in varied contexts such as state and private schools and Colleges and in the Community. I have particular expertise and successful results in working with students with emotional, behaviour and learning difficulties SEN including severe and profound.  Aims: To promote the confidence, skills and opportunities of vulnerable youths. To promote community safety and combat anti-social behaviour		
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	Salisbury		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input type="checkbox"/>	<b>Date</b>	No <input checked="" type="checkbox"/>
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input checked="" type="checkbox"/>	<b>Date</b> 31/5/11	No <input type="checkbox"/>

Where will your project take place?	The Friary Estate
When will your project take place?	July onwards
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?  <i>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</i>	I have taught over several years including at Salisbury College. This experience informs me of issues surrounding youths living in deprived areas such as a lack of local activities or skill/education based pursuits and this problem leads to youths 'hanging around' with nothing constructive to do and this leads towards anti-social behaviour and crime. I am also aware of the large number of students, often from deprived areas that have challenges that can lead to non-attendance or exclusion from schools/colleges. I keep abreast of local issues of vulnerable youths and feel that from this and the Wiltshire's Salisbury plan that there is a need for courses such as Photography by professionals with particular expertise in working with vulnerable youths. I also feel well informed of the types of issues affecting youths living in deprived areas in Salisbury, having grown up in Bemerton Heath myself, where I personally experienced the issues affecting youths in these areas. My project will engage and inspire youths and provide them with skills and opportunities for education and career. This will help keep youths engaged in constructive activities and cut down on anti-social behaviour and crime.
How many people will benefit from your project?	Project participants: 8 Exhibition viewers: 100 or more The exhibition will serve to give an opportunity for the local community to see the creative abilities of young people living in deprived areas in Salisbury and may help the community consider and understand them more.
How does your project demonstrate a direct link to the local community plan for your area? <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a>  Please provide a reference/page no.	My project aims to contribute to the improvement plans to the most deprived wards in Salisbury, being based in the Friary in St Martins ward and links to the local community plan: <b>Page 2-final paragraph 'In South West Wiltshire has 8 wards in top 20% most deprived wards x3 of these are in Salisbury, ST Martins...'</b>  This project aims to cut down on the biggest concern and no.1 priority voiced from the local community, anti-social behaviour and vandalism and links to the local community plan: <b>Page 4 'How this plan was put together ,1. Vandalism and anti-social behaviour 2. Reducing crime</b>  My project aims to cut down on anti-social behaviour and improve opportunities for education and employment in the ward of St Martins where priorities were identified to reduce anti-social behaviour and it was ranked 6 <sup>th</sup> most deprived on the Multiple Deprivation being 2 <sup>nd</sup> in unemployment and links to the local community plan: <b>Page 24-25 'Ward profile, St Martins is the 6<sup>th</sup> most deprived ward in Wiltshire on the Multiple Deprivation...2<sup>nd</sup> in unemployment domain'.</b>
<b>To be completed ONLY where town/parish councils are making an application</b>	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No x
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No x
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form	Yes x No <input type="checkbox"/>

**Any other information about your project.**

The benefits that my project will bring to the community will be to:  
 reduce anti social behaviour  
 reduce vandalism  
 reduce crime  
 Improve opportunities for employment and education  
 Improve the communication skills and well being of the participants

I aim to show an Exhibition of the Photographs produced on the Friary Photography summer 2011 course at Salisbury Library where people from the local community, friends and relatives of the participants and key figures involved in local organisations/businesses will be invited to a Private viewing.

The exhibition will serve to give an opportunity for the local community to see the creative abilities of young people living in deprived areas in Salisbury and may help the community consider and understand them more

**3. Management**

**How many people are involved in the management of your group/organisation? 1**  
**Of these, how many are:**

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

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

I aim to make links with supporting groups/organisations and or to secure regular funding through the positive results of this project to enable the participation of Salisbury vulnerable youths at nil cost to them.

**How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?**

Through research and the recording of information and feedback from consultation with participants and residents through questionnaires/interviews and this information will be processed and presented

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

**Yes** x      **Date**      29/5/11      **No**

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

**Please list with amount applied for and whether you have been successful**

<b>Name of Funder</b>	<b>Amount Applied For</b>	<b>Amount Received</b>

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

**If yes, please state which one(s).**

**Yes**       **No** x

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

**Yes**       **No** x

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 currently held:	£	

**5. Financial information – If you can claim back V.A.T. please exclude from figures given below**

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
Cameras x 4 @70.00 each	£280	Own fundraising/reserves		£
Photographic prints x 160 @.50p each	£80			£
Portfolios x8 @5.00 each	£40	Parish/town council		£
Stationary x8 @5 each	£40			£
Tripods x2 @ 25.00 each	£50	Trusts/foundations		£
My time fee x 18hrs @ 22.00 per hour	£396			£
Exhibition @ Salisbury Library				
Photographs x 24 @ 1.00 each	£24	In kind		£
Frames x 24 @ 1.85	£42			£
Visitor/comments book x 1 @ 5.00	£5	Other		£
Name plates/graphics x10 @ 40p each	£4			£
Publicity/posters	£10			£
Insurance public liability/equipment	£29			£
<b>Total Project Expenditure</b>	<b>£1000.00</b>	<b>Total Project Income</b>		<b>£0</b>

<b>Total project income B</b>	£0
<b>Total project expenditure A</b>	£1000.00
<b>Project shortfall A – B</b>	£0
<b>Grant sought from Wiltshire Council Area Board</b>	£1000.00
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the title name of the organisations' bank account e.g. current</b>	



**6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered**

**Enclosed (please tick)**

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- 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. 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  Safeguarding Adults

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:

Position in organisation:

**Please return your completed application to the appropriate Area Board Locality Team (see section 3)**





## Community Area Grant Application Form 2011/2012

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

**For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)**

**Please contact your Community Area Manager before completing your application (See Section 3 for contact details)**

1. Your organisation or group			
<b>Name of organisation</b>	Headway Salisbury and South Wiltshire		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation type</b>	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		
2. Your project			
<b>Project Title/Name</b>	<b>Headway Salisbury Support Group</b>		
<b>What is your project about and what does it aim to achieve?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	The Project aims to provide peer support and specialist cognitive rehabilitation for people in Salisbury and South Wiltshire who have an acquired brain injury (ABI). There are many possible causes for an ABI, including a fall, a road accident, tumour or stroke. Over 135,000 people are admitted to hospital each year as a consequence of brain injury. Over 130,000 people each year have a stroke in England and Wales. 13,000 people a year are diagnosed with a brain tumour and as many as 500,000 people in the UK have had either viral or bacterial meningitis at some time in their lives, all these conditions could lead to an individual acquiring a brain injury. The group will be run and managed by individuals who have an ABI and volunteers. Each session will last two hours and contain a mix of activities ranging from advice, support, information about benefits, socialising/normalising, recreational and community activity, respite for carers, cognitive and functional work to develop insight and strategies for daily living and emotional support. The project will also provide support for carers, by developing their understanding of brain injury and their ability to cope. Carers may attend meetings or use the time as respite from their caring role.		
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	<b>Salisbury</b>		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

<b>Where will your project take place?</b>	Salisbury
<b>When will your project take place?</b>	Twice a month
<b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b>  <i>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</i>	<p>People with ABI often have no outward physical sign of a brain injury. Individuals with an acquired brain injury in the Salisbury area are in touch with Headway Salisbury and South Wiltshire and talk frequently about the isolation they face, particularly in their own communities. Individuals comment that brain injury is 'invisible' and that people in general 'don't get it'.</p> <p><b>People with a ABI</b> This project will support people with brain injury to re-engage with their local community. Many people have previously held responsible positions and this is often lost to them and their families including children when the brain injury is acquired.</p> <p><b>Carers of people with ABI</b> ABI is often not well understood by families and carers, the group will provide support to carers by teaching them about the effects of ABI and how to cope with different cognitive loss. The project will also offer peer support to carers and provide respite for people who have a caring role.</p>
<b>How many people will benefit from your project?</b>	50 service users and individuals with a caring or support role.
<b>How does your project demonstrate a direct link to the local community plan for your area?</b> <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a>	Social Care and Health Salisbury City Community Area Plan 2004-2009. The project will offer a drop-in facility where individuals with an acquired brain injury can access health and social care information and advice. The group will also provide support and cognitive rehabilitation thus preventing social isolation. The group aims to ensure equality and opportunity for individuals with ABI and the people who care and support them.
<b>Please provide a reference/page no.</b>	9
<b>To be completed ONLY where town/parish councils are making an application</b>	
<b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<p>The effects of brain injury can be divided into three categories:</p> <p><b><u>Cognitive effects of brain injury</u></b> The cognitive effects of a brain injury affect the way a person thinks, learns and remembers. Different mental abilities are located in different parts of the brain, so a head injury can damage some, but not necessarily all, skills such as speed of thought, memory, understanding, and concentration, solving problems and using language.</p> <p><b><u>Emotional and behavioural effects of brain injury</u></b> Everyone who has had a head injury can be left with some changes in emotional reaction and behaviour. These are more difficult to see than the more obvious problems such as those which affect movement and speech, for example, but can be the most difficult for the individual concerned and their family to deal with.</p> <p><b><u>Physical effects of brain injury</u></b> Most people make an excellent physical recovery after a brain injury, which can mean there are few, or no, outwards signs that an injury has occurred. There are often physical problems present that are not always so apparent, but can have a real impact on daily life.</p> <p>In addition to twice monthly meetings the volunteers running the group will maintain regular contact by text, phone or e-mail with service users to ensure they do not become isolated and have support with day to day concerns. The set up costs include a laptop which will be used for keeping records of the people attending the group, fund raising efforts and the cognitive therapies used with the group. In addition individuals within the group will be able to use the laptop to look for information about benefits, housing and jobs. The digital camera will be used by the group to photograph activities and will be used during cognitive therapy sessions as an aid with memory</p>	

### 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" value="3"/>
25 – 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="3"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text" value="1"/>
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?

Headway Salisbury and South Wiltshire wish to establish a group in Salisbury which will provide support to people with an ABI and those who care for them. A group of committed individuals and people with an ABI are beginning to raise funds from events such as cake stalls and car boot sales. They intend to continue with and develop these forms of fundraising. Volunteers which include a trainee clinical psychologist, two occupational therapists and a social worker are committed to supporting this project and will continue to do this after the one year period of funding. The majority of costs for this project are set up costs. These set up costs are required to ensure the group, when established have the equipment to develop and ensure it attracts new people. Beyond the first year the costs, for room hire and refreshments will be met by fundraising efforts, and the volunteering time given by individuals.

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

Each service user and carer will complete periodic questionnaires about their health and well-being throughout the period of the project.

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

Yes  Date 1/6/11 No

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

Please *list* with amount applied for and whether you have been successful

Name of Funder	Amount Applied For	Amount Received

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

If yes, please state which one(s).

Yes  No

Are you in receipt or anticipating other funding from other Wiltshire Council departments 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 currently held:	£	

**5. Financial information – If you can claim back V.A.T. please exclude from figures given below**

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	
Room hire and refreshments for project	£1,800	Own fundraising/reserves	p	£214
Computer (laptop)	£450			£
Printer	£60	Parish/town council		£
Stationary, ink, postage, leaflets	£65			£
1 year cost of insurance for computer full cost £199	£67	Trusts/foundations		£
Laptop bag 15.6"	£15			£
Wireless mouse	£13	In kind 4 volunteers per session including peer supporters x£22 per person per 2 hour session	c	£2,112
Compact Digital Camera	£50			£
Camera case	£10	Other		£
Volunteer Costs 4 volunteers per session including peer supporters x£22 per person per 2 hour session	£2,112	Headed paper (Headway)	c	£50
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£4,642</b>	<b>Total Project Income</b>		<b>£2,376</b>

<b>Total project income B</b>	<b>£2,376</b>
<b>Total project expenditure A</b>	<b>£4,642</b>
<b>Project shortfall A – B</b>	<b>£2,265</b>
<b>Grant sought from Wiltshire Council Area Board</b>	<b>£2,265</b>
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the title name of the organisations' bank account e.g. current</b>	

**6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered**

**Enclosed (please tick)**

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- 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. 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. N/A Child Protection  Safeguarding Adults
- Public Liability Insurance  Equal opportunities
- Access audit  Environmental impact
- N/A 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:

Position in organisation:

**Please return your completed application to the appropriate Area Board Locality Team (see section 3)**







## Community Area Grant Application Form 2011/2012

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

**For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)**

**Please contact your Community Area Manager before completing your application (See Section 3 for contact details)**

### 1. Your organisation or group

<b>Name of organisation</b>	Friend's of the Friary Tenant Participation Group		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation type</b>	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

### 2. Your project

<b>Project Title/Name</b>	The Friary Summer Fun for all Day		
<b>What is your project about and what does it aim to achieve?</b>	The aim is to celebrate recent and ongoing improvements to the Friary and making it a happy and safe community to live in.  This will be achieved by encouraging residents to meet other residents thus beginning to encourage a respectful regard for each other.  There will be activities to encourage people to have fun together, learn some new skills and hopefully form new groups for residents to build on new found relationships. For example it may be that we find a resident who sings, so they could form a choir. There may be a line dancer who would form a group- the potential is endless.  If residents could be encouraged to provide free activities for themselves Anti Social Behaviour would be reduced, residents would have a healthier and more fulfilling lifestyle, build confidence and possibly return to work or take up volunteering activities.  All of the above would improve the reputation of the Friary which currently is seen as a bad place to live		
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	Salisbury Area Board		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input type="checkbox"/>	<b>Date</b>	No <input checked="" type="checkbox"/>
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input type="checkbox"/> *	<b>Date</b>	No <input type="checkbox"/>

<b>Where will your project take place?</b>	Open spaces in the Friary and the Community Hall
<b>When will your project take place?</b>	Friday August 26 <sup>th</sup> 12.00 – 17.00
<b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b>  <b>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</b>	<p>The Friary has, over the years gained a bad reputation for antisocial behaviour which is not always justified and are residents are not proud of their environment. Residents in the area tend to keep themselves to themselves, mainly because of fear of being victims of anti social behaviour.</p> <p>This can be proven by interviewing residents and obtaining quotes from the local PCSO and other agencies</p> <p>The members of the Tenant Participation Group wish to change this perception to benefit the present and future residents.</p>
<b>How many people will benefit from your project?</b>	Potentially 500
<b>How does your project demonstrate a direct link to the local community plan for your area?</b> <a href="http://www.wiltshire.gov.uk/areaboard">www.wiltshire.gov.uk/areaboard</a>  <b>Please provide a reference/page no.</b>	Reducing asb
<b>To be completed ONLY where town/parish councils are making an application</b>	
<b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Any other information about your project.</b>	

### 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" value="2"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text" value="2"/>
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?

The Friends of the Friary will continue but not the fun day

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

1. Reduced ASB
2. More residents involved with the tenant participation group
3. More residents involved in new activities

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

Yes

Date

No \*

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

*Please list with amount applied for and whether you have been successful*

Name of Funder

Amount Applied For

Amount Received

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

*If yes, please state which one(s).*

Yes

No \*

Are you in receipt or anticipating other funding from other Wiltshire Council departments 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 currently held:	£	

**5. Financial information – If you can claim back V.A.T. please exclude from figures given below**

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	
Hog Roast	£800	Own fundraising/reserves		£
Audio equipment	£100			£
Clown	£100	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£1000</b>	<b>Total Project Income</b>		<b>£</b>

<b>Total project income B</b>	£
<b>Total project expenditure A</b>	£1000
<b>Project shortfall A – B</b>	£1000
<b>Grant sought from Wiltshire Council Area Board</b>	£1000
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the title name of the organisations' bank account e.g. current</b>	

**6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered**

**Enclosed (please tick)**

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- 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. 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  Safeguarding Adults
  - 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:**

**Position in organisation:**

**Date:**

**Please return your completed application to the appropriate Area Board Locality Team (see section 3)**





## Community Area Grant Application Form 2011/2012

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

**For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)**

**Please contact your Community Area Manager before completing your application (See Section 3 for contact details)**

1. Your organisation or group			
<b>Name of organisation</b>	Salisbury Stingrays ASC		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation type</b>	<b>Not for profit organisation</b> <input type="checkbox"/> <b>Parish/town council</b> <input type="checkbox"/>  <b>Other, please specify</b> Swimming Club with elected Committee and Chairman, governed by a constitution. In addition the club has Swim 21 Accreditation to ensure adherence to certain procedures and standards. All helpers are volunteers. Only the Head Coach, who is already fully qualified, is salaried. The club is financed via fees from its membership. Stingrays is a non profit organisation.		
2. Your project			
<b>Project Title/Name</b>	Training of Volunteers to level 2 coaches or teachers		
<b>What is your project about and what does it aim to achieve?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	The project aims to train 2 existing poolside level 1 teachers/coaches to level 2 status. This will increase the number of poolside helpers who are qualified to run a teaching session independently. This in turn will allow more children to improve their swimming		
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	Salisbury Wiltshire		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input type="checkbox"/>	<b>Date</b>	No x <input type="checkbox"/>
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input type="checkbox"/>	<b>Date</b>	No x <input type="checkbox"/>

<b>Where will your project take place?</b>	The training will take place at the Hospital pool at Odstock Salisbury	
<b>When will your project take place?</b>	During the August/September 2011	
<b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b>  <i>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</i>	We have a long waiting list of children wishing to enter our learn to swim section and we cannot cater for the demand. One area causing this is the lack of qualified poolside helpers. Only a level 2 coach/teacher has the insurance to run a training session independently. By learning to swim children in the community will learn a life skill as well as have the opportunity to meet other children within their peer groups. Swimming also promotes the premise of regular exercise and a healthy lifestyle.	
<b>How many people will benefit from your project?</b>	100 to 200 children	
<b>How does your project demonstrate a direct link to the local community plan for your area?</b> <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a>  Please provide a reference/page no.	Swimming is a life and life-saving skill that all children should have. Swimming in groups of similar ability also promotes learning and peer group cohesion, which leads to a sense of belonging and achievement as children progress through the different levels. They will also have the chance to join the Squad part of the Club and/or the water polo team should they become interested in swimming competitively. A key area of the local community plan is “skills and learning” as shown on page 4.	
<b>To be completed ONLY where town/parish councils are making an application</b>		
<b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>	Yes <input type="checkbox"/>	No x <input type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/>	No x <input type="checkbox"/>
<b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>	Yes x <input type="checkbox"/>	No <input type="checkbox"/>
<b>Any other information about your project.</b>  We would be looking to complete the project in the August/early September 2011 period in preparation for the start of the new academic year.		



### 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" value="3"/>
25 – 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="4"/>
Under 25 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="1"/>
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?

Only people who can guarantee that they will teach/coach for at least one year after training is complete will be selected. In addition they usually have children who are young enough to stay with the Club for a least 5 years. In addition to this the people chosen usually have a track record of volunteering to assist with club activities.

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

We will know by the number of children going through the different swimming levels, as well as the feedback and participation at the Schools Galas, which are gaining increasing interest in the South Wiltshire Area.

<b>Have you contacted Charities Information Bureau for help with your application/ to seek other funding?</b>	Yes <input type="checkbox"/> Date      No x <input type="checkbox"/>		
<b>To whom have you applied for funding for this project (<i>other than Wiltshire Council</i>)?</b>  <i>Please list with amount applied for and whether you have been successful</i>	<b>Name of Funder</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
<b>Have you or do you intend to apply for a grant from another area board within this financial year?</b>  <i>If yes, please state which one(s).</i>	Yes <input type="checkbox"/> No x <input type="checkbox"/>		
<b>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</b>	Yes <input type="checkbox"/> No x <input type="checkbox"/>		

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month: September	Year: 2010
A - Total income:	£91,601.55	
B - Minus total expenditure:	£91,835.94	
Surplus/deficit for year: (A minus B)	-£234.39	
Free reserves currently held:	£ No reserves just about covering costs	

**5. Financial information – If you can claim back V.A.T. please exclude from figures given below**

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	£
		Own fundraising/reserves		£
1 x trainer course fee	£700			
0.5 trainer course fee	£300	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£1000</b>	<b>Total Project Income</b>		<b>£0</b>

<b>Total project income B</b>	£0
<b>Total project expenditure A</b>	£1000
<b>Project shortfall A – B</b>	£1000
<b>Grant sought from Wiltshire Council Area Board</b>	£1000
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the title name of the organisations' bank account e.g. current</b>	

**6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered**

**Enclosed (please tick)**

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules [There is a constitution that I will have to send to you – it is not available digitally](#)
- Evidence of ownership/lease of buildings and/or land [no ownership of land/buildings etc, we rent pool space](#)

**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. 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  Safeguarding Adults
- 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:

Position in organisation:

**Please return your completed application to the appropriate Area Board Locality Team (see section 3)**



SALISBURY AREA BOARD  
Outside Bodies - Appointments made 23 July 2009

ITEM 16

Area Board	Outside Body Title	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	AB Rep
Salisbury	Salisbury City Centre Management Partnership	To ensure good partnerships on city projects	To improve Salisbury economically and structurally	Directors - 6 per year, Members - 5 per year (both also attend AGM)	No	1 cllr for Directors + 1 cllr for Members + 1 officer for both	Mary Douglas, Richard Clewer
Salisbury	Salisbury Community Area Partnership	To inform on the development of the Community Area Plan	Development of the Community area Plan		No	1	Chris Cochrane
Salisbury	Parish of Salisbury, St Thomas & St Edmund Parish Endowed Charities for the Relief of Need	To allow charity to tie in with LA	The relief of need	Once a month or every other month depending on need	Yes	1	Remains Vacant as of - No Appointment made
Salisbury	Salisbury Area Sports	Allows sports to interface with decision makers at a local level	Sports promotion and participation	Quarterly	Yes	1	Ricky Rogers
Salisbury	Salisbury Conservation Advisory Panel	Elected members enrich effectiveness of panel	Panel considers matters affecting Salisbury Conservation Area	Quarterly	Yes	1	Bill Moss
Salisbury	Salisbury Shopmobility Steering Group	-	Access to shopping for the disabled	Quarterly meetings	Yes	1	John Brady
Salisbury	Salisbury Cycling Liaison Panel						Chris Cochrane
Salisbury	Salisbury Trust for the Homeless	Liaison between Trust and LA	Relief of poverty for the homeless	Bimonthly	No	1	Vacany- No Appointment made
Salisbury	Salisbury Women's Refuge	refuge would like a link councillor	Relief of distress and provision of shelter	10 meetings per year	No	1	Mary Douglas
Salisbury	Salisbury Youth Issues Group (CAYPIGS)	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	Up to 2	Richard Clewer
Salisbury	St Edmund's Arts Trust SAC Management Committee	Main point of contact between new authority and the Trust	Busy professional arts programme, year round community arts programmes and special cultural projects	Would be prepared to co opt a Unitary Authority rep onto the Board who would then have voting rights but that would be an appointment that would have to be voted on at the AGM before becoming a confirmed trustee of the charity and director of the ltd. company	No	1	Chris Cochrane
Salisbury	Tenants Panel	So tenants Panel can inform board and be informed m of issues in the area concerning council tenants	To promote & Represent the interest of all Council Tenants	Every 6 Weeks	Yes	2	Ricky Rogers, Bill Moss
Salisbury	Vision for Salsbury Board	To Bring together private and public sector bodies to drive forward development	Regeneration of Salisbury	6 Meetings per year	-	1	Mary Douglas



## SALISBURY AREA BOARD Forward Plan

ITEM 17

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

Date	Location	Possible Area Board Agenda Items	Cabinet Member Attending	Other items/events (provisional)
15 Sept 2011	South Wilts Grammar School for Girls, Stratford Road, Salisbury	<ul style="list-style-type: none"> <li>• <b>Young People</b></li> <li>• Feedback report from Salisbury Children and Young People's Alcohol Task and Finish Group.</li> <li>• TBC - Housing – presentation from Graham Hogg on proposed government changes to the social</li> <li>• Queen Elizabeth II Playing Field Initiative – feedback</li> <li>• Great Western Hospital – update on transfer of service</li> </ul> <p>Standard items including Updates and Community Area Grants</p>	Clr Jane Scott OBE (Leader of the Council)	
17 Nov 2011	<i>The Alamein Suite, City Hall Salisbury, Malthouse Lane, Salisbury SP2 7TU - TBC</i>	<ul style="list-style-type: none"> <li>• <b>Environment</b></li> <li>• Community Area Joint Strategic Assessments</li> <li>• Fees and Charges Policy</li> </ul> <p>Standard items including Updates and Community Area Grants</p>	(Portfolio Holder)	
12 Jan 2012	St Francis Church Hall, Beatrice Road, Salisbury SP1 3PN	<ul style="list-style-type: none"> <li>• New Waste and Recycling Collection Service – fortnightly collection of residual waste</li> </ul> <p>Standard items including Updates and Community Area Grants</p>		

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

Updated: 5 July 2011

