

AGENDA

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Laurence School, Ashley Rd, Bradford on Avon BA15 1DZ
Date: Wednesday 11 November 2015
Time: 4.00 pm

PLEASE ARRIVE IN TIME FOR A PROMPT START

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

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

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

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

or Peter Dunford (Bradford on Avon Community Engagement Manager), direct line 01225 713060 or (email) peter.dunford@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Rosemary Brown - Bradford on Avon North

Cllr Magnus Macdonald (Chairman) - Winsley & Westwood

Cllr Trevor Carbin – Holt & Staverton

Cllr Ian Thorn (Vice Chairman) – Bradford on Avon South

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on the Council's website along with this agenda and available on request.

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

Items to be considered	Time
<u>YOUTH FORUM (starting at 4pm)</u>	
1 Introduction from Councillor Magnus Macdonald, Chairman of Bradford on Avon Youth Network and Area Board <i>(Pages 1 - 2)</i>	4:00pm
2 Scene-setting presentations, including: Kate Blackburn - Public Health, Wiltshire Council - Child Poverty Profile for Bradford on Avon	
3 Round 1 Discussion Groups	
4 Round 2 Discussion Groups	
5 Refreshments and Networking	
6 Feedback from young people on project ideas	
7 Agreement of priorities for further development	
8 Call to Action and Close	
<u>AREA BOARD (on the rising of the Youth Forum)</u>	
9 Chairman's Announcements and Written Updates <i>(Pages 3 - 10)</i> <ul style="list-style-type: none"> • NHS Health Checks. • Wiltshire Fire & Rescue Service – update. • Healthwatch Wiltshire – update. • Clinical Commissioning Group – update. 	
10 Apologies for Absence	

11 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

12 **Minutes** (*Pages 11 - 16*)

- To approve and sign as the correct record the minutes of the Area Board held on the 16 September 2015.
- To approve and sign as the correct record the minutes of the Local Youth Management meeting held on the 12 October 2015.
- To approve and sign as the correct record the minutes of the Community Area Transport Group meeting held on the 2 November 2015.

13 **Approval of Youth Grant, recommended for approval by the LYN Management Group** (*Pages 17 - 22*)

- Bradford Town Football Club requesting £5,000 towards equipment for football hub.

14 **Delegated Authority for Community Engagement Manager and Community Youth Officer** (*Pages 23 - 24*)

15 **Close**

**“What Matters To Youth”
in Bradford on Avon
Wednesday 11 November 2015
at St Laurence School from 4pm**

Your opportunity to tell us what matters to young people in the town and villages on a range of issues:

**Things to do
Places to meet
Facilities
Music and Performance Spaces
Sports Clubs
Youth Voice and Social Media
Employment and Training
Volunteering**

Project funding available through the
Bradford on Avon Local Youth Network
and Bradford on Avon Area Board

karen.butler@st-laurence.com 01225 309569

emma.coombs@wiltshire.gov.uk 07768 980748

NOT PROTECTIVELY MARKED



Wiltshire Fire & Rescue Service

Briefing for Community Area Board & Localities November 2015

Fire & Rescue Service confirms move to community campus in April 2016

The new Dorset & Wiltshire Fire and Rescue Service will occupy part of the Five Rivers Community Campus in Salisbury, following the signing of a lease with owners Wiltshire Council.

The campus will be home to the Service's 'strategic hub', providing:

- A central workplace for its management team and some support functions;
- A number of flexible working options for the new Service personnel, as part of the wider approach to working across Wiltshire and Dorset; and
- A meeting place for teams, departments and the new Fire Authority.

Darran Gunter, Chief Fire Officer (Designate) for Dorset & Wiltshire Fire and Rescue Service, said: "Since we started on the road to combination, we have been clear that we would need some sort of central 'hub' in the Salisbury area to serve the new organisation. We are delighted to have reached agreement with Wiltshire Council over the use of Five Rivers, and we can now focus on getting the accommodation ready for 1 April 2016, when the new Service comes into being."

He added: "The costs of establishing the new hub are being met from a Transformation Grant from the Government, which is also covering other set-up costs such as consolidating our ICT systems. It is important to state that the hub is not a new headquarters; we want to change the way that we work, to reflect how we will have staff across two counties, and that means moving away from the traditional structures of the past."

Alongside work to progress the new Salisbury hub, a detailed review of the whole Service estate across Wiltshire and Dorset is underway. As such, no decisions have yet been made about the long-term futures of any existing premises.

Mr Gunter said: "It is important to emphasise that we are still in the process of determining which members of staff might be relocated to Salisbury from other parts of Wiltshire and Dorset. It is not a case of just moving a set of offices from one place to another. As the new organisational structure is agreed, it will become clear which functions will need to be based at the hub and where we will be able to explore alternative ways of working, such as home working or focused team office days."

NOT PROTECTIVELY MARKED

Stay safe this Bonfire Night

With Bonfire Night fast approaching, Wiltshire Fire & Rescue Service is warning people not to take risks with fireworks.

While most people treat fireworks with respect, a small minority treat them as toys and forget that they are actually explosives. To stay safe this Bonfire Night, always remember the following advice:

- Keep pets indoors and ensure that children are kept safe.
- Make sure that fireworks are kept in a closed box and use them one at a time.
- Read and follow the instructions on each firework, using a torch if necessary.
- Light the firework at arm's length with a taper and stand well back.
- Keep naked flames, including cigarettes, away from fireworks.
- Never return to a firework once it has been lit.
- Don't put fireworks in pockets and never throw them.
- Direct any rocket fireworks well away from spectators. Be particularly careful if you are anywhere near thatched properties.
- Never put fireworks, even those which are fully spent, on a bonfire.
- Safely dispose of fully spent fireworks.
- Soak misfired or partly spent fireworks in a container of water in an area where they cannot be tampered with (preferably away from the display site) and contact the manufacturer or supplier for advice on disposal.

Bonfires present additional hazards so, if you must light a bonfire in connection with a fireworks display:

- Site well away from houses, garages, sheds, fences, overhead cables, trees and shrubs, and always away from fireworks.
- Before lighting the fire, check that no pets or children are hiding inside it.
- Build the stack so that it is stable and will not collapse outwards or to one side.
- Never use flammable liquids such as paraffin or petrol to light the fire.
- Don't burn foam-filled furniture, aerosols, paint tins or bottles.
- Keep everyone away from the fire, especially children, who must be supervised all the time.
- In case of emergency, keep buckets of water, the garden hose or a fire extinguisher ready.
- Pour water on the embers before leaving the bonfire.

For further safety advice in the run-up to fireworks night, visit www.wiltsfire.gov.uk/safetyoutdoors

For the latest up-to-date information on fires; operational incidents and community safety advice visit <http://www.wiltsfire.gov.uk>

Michael FRANKLIN

Partnerships & Community Engagement Manager (Wiltshire Council area)

November 2015

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Chairman's Announcements

Subject:	NHS Health Checks
Officer Contact Details:	Jane Vowles Jane.Vowles@Wiltshire.gov.uk Telephone 0300 003 4566
Weblink:	www.wiltshire.gov.uk/nhshealthcheck

Summary of announcement:

Wiltshire residents are encouraged to take advantage of free NHS Health Checks, to help reduce the possibility of them developing life threatening conditions and illnesses.

The NHS Health Check programme, commissioned by Wiltshire Council and provided by local GP practices, helps to check people's risk of developing conditions such as heart disease, diabetes and others, with support and advice also provided to help them reduce or manage that risk.

Everyone between the ages of 40 and 74, who has not already been diagnosed with one of these conditions or is otherwise ineligible, is invited every five years to have a free NHS Health Check.

The check only takes about 20 minutes and people will be asked some simple questions related to their lifestyles, family history and medication use. Some simple tests including blood pressure will be taken as well as an instant blood test to check cholesterol levels. The results will be discussed and further advice and support provided. Should they be required, additional tests will be carried out.

Keith Humphries, cabinet member for public health: "We want more people to take up the offer of these free NHS Health Checks as they can prevent people from getting a number of serious conditions.

"The check doesn't take long but could have long-term benefits and perhaps offer some reassurance and support to people who may be a little worried about their health."

Dr Daz Harding: "GP practices will invite people to attend their NHS Health Check. Many people decline the invite as they feel fit and healthy, or they are too busy, but attending the NHS Health Check is important as many of diseases such as high blood pressure and type II diabetes can come on gradually with no symptoms. So I would urge everybody, when they receive their invite, to make that appointment and attend."



NHS Complaints Advocacy

NHS advocacy is independent of the NHS. An advocate can guide and support people through the NHS complaints process. The NHS advocacy service for Wiltshire is provided by SEAP, and the service is free, independent and confidential. For further information please email wiltshire@seap.org.uk or visit <http://www.seap.org.uk/services/nhs-complaints-advocacy/>

The Care Quality Commission (CQC) inspection of Salisbury District Hospital

The CQC is the independent regulator of health and adult social care in England. In December the CQC will be carrying out an inspection of Salisbury District Hospital. The CQC is calling on local people to share their experiences of services at the hospital. If you would like to provide any feedback on your experiences of services over the last 12 months, please contact the CQC on telephone 0300 0616161 or email: hospitalinspections@cqc.org.uk. Please ensure that the subject line of your e-mail is Salisbury District Hospital Q3 Acute Hospital Inspections.

Your Care Your Support Wiltshire

Healthwatch Wiltshire, in partnership with Wiltshire Council, has developed a new health and social care information website for the public and professionals. It is called 'Your Care Your Support Wiltshire' - <http://www.yourcareyoursupportwiltshire.org.uk>. The website is still at an early stage which is really exciting for local people as it means that they have a chance to have a say in how it grows. Exciting new developments are planned over the next few months. For example, we will be adding videos and podcasts about health and care information. Some of these videos will feature Wiltshire people talking about their positive experiences of using local services. In addition, there will be a self-referral section that will allow people to refer themselves for support or assessment.

We would like to know what you think about the website so far and your ideas on what you would like to see on the site. Please tell us about local groups and services that are running in your local area and we will add them to the directory of services. You can get involved in discussion groups, reader's panels or just provide feedback in a one-to-one interview or via email. This is your chance to help build a really useful health and social care website fit for Wiltshire people. You can contact us about the website on: 01225 434218 or email: contact@healthwatchwiltshire.co.uk

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk

Keep up to date with Healthwatch Wiltshire

Healthwatch Wiltshire produce regular newsletters which are full of interesting articles and important dates, if you would like to receive a copy please let us know or follow the link on our website to subscribe www.healthwatchwiltshire.co.uk/subscribe-our-newsletter-0

We are also on Twitter (@HWWilts) if you would like to follow us!

October update 2015

New Learning Disabilities services to launch in Wiltshire

A new modern purpose built service for people with complex learning disabilities and challenging behaviour has moved a step closer for NHS Wiltshire Clinical Commissioning Group (CCG) and Avon and Wiltshire Mental Health Partnership NHS Trust (AWP). Work has commenced on the new building in Devizes and includes accommodation for up to nine people meaning that Wiltshire will be able to provide appropriate care for people with specialist needs closer to home and their families.

The new service will open in the summer of 2016 and will be located on land next to Green Lane Hospital, Devizes.

Wiltshire Clinical Commissioning Group (CCG) and Avon and Wiltshire Mental Health Partnership NHS Trust (AWP) have been developing plans since early 2014 so that Wiltshire people who are currently living out of area can return home to Wiltshire where they can receive services for their complex needs.

Up to nine people will be able to live within a home setting and each living area will be fully equipped with a kitchen, en-suite and lounge allowing independent living and self-management – providing them with a ‘home from home’. The local residential setting will encourage people to maintain their family relationships, build a fulfilled life through participation in the community provide an enhanced quality of life. Their care will be planned, proactive and coordinated with their involvement so that they have choice and control over how their care needs are met – putting them at the centre of everything we do.

AWP are investing £3m into the building, and Wiltshire CCG will be commissioning services to the tune of £1.4m annually. The building is due to be completed in June 2016. Plans and artists impressions are available to view on Wiltshire CCG’s website at

<http://www.wiltshireccg.nhs.uk/news/new-learning-disabilities-service-to-launch-in-wiltshire>

Stay well this Winter campaign

As the days get colder and bugs and illnesses become more common, it’s important to take care of your health. Public Health England have recently launched their annual **Stay Well This Winter** campaign to raise awareness of what you can do to stay healthy this winter and what services are available if you need additional help.

The national **Stay Well This Winter** campaign started on 5 October 2015 and will run until 27 March 2016 and will also be providing advice to help those with long-term health conditions, over 65s, pregnant women and parents of under-sevens stay well by promoting flu vaccinations and advice on staying healthy this winter.

The right healthcare, for you, near you, with you

Get the jab, get Flu Safe

NHS Wiltshire CCG is encouraging people to have their flu jab. Flu is a highly contagious infection that anyone can catch, but it can be very serious for some. For most people flu is a relatively mild illness from which they recover within a week or two – yet every year people, especially those at risk, become seriously ill because they don't get their free flu jab.

Flu is not the same as a cold and it affects people of all ages. If you or someone you care for is in any of the at-risk groups listed below you can get a free flu jab from your GP.

- everyone aged 65 years and over
- all pregnant women irrespective of their stage of pregnancy
- Adults and children over six months with long term heart, lung, kidney, liver or neurological conditions
- people with diabetes
- anyone who has a reduced immunity because of an illness or medical condition
- people with asthma
- anyone in long-stay residential care
- carers of disabled or elderly people and healthcare workers that are in direct contact with patients

Get the best protection for yourself and your family by being flu free this winter and book your appointment today.

Staying Healthy this winter

NHS Wiltshire CCG is urging people to keep warm and well this winter, especially as the nights are starting to draw in and the temperature is dropping.

The cold can have serious consequences as it can increase the risk of strokes and heart attacks as well as causing people to catch colds and flu. Wrapping up warm, keeping the heating turned up, making sure you have enough winter food supplies and keeping a well-stocked medical cabinet in case you do catch a cold or flu are all sensible steps to take.

Some tops tips on staying warm and well this winter.

1. Keep your home warm – set your central heating to between 65 and 70 degrees Fahrenheit (18-21 degrees centigrade). Heat the room you sit in during the day to 70 degrees, and your bedroom to 65 degrees. When it's very cold, set the heating to come on earlier so that you're not waiting for your home to warm up.
2. Have your flu jab. Everyone over 65, or with a wide variety of health conditions, is entitled to one free of charge. Immunity takes effect almost immediately, so even though a flu outbreak is currently well underway, you can still protect yourself by getting the jab – just call your GP to make an appointment.
3. If you do fall ill with flu, it's best to stay at home. Flu is caused by a virus, and cannot be treated with antibiotics – so a visit to your GP is not necessarily the best course of action.
4. Vomiting and diarrhoea bugs caused by norovirus are common and very infectious. This can be a very unpleasant condition, but the best advice is to stay at home and drink plenty of fluids until the symptoms pass. Norovirus is highly infectious, with an incubation period of between one and three days. For that reason, you should wait 48 hours after symptoms have stopped before going back to work or your children go back to school.
5. Make sure you have enough winter supplies and keep a well-stocked medicine cabinet, with supplies of ibuprofen, paracetamol and your favourite cold remedy at hand.

[The right healthcare, for you, near you, with you](#)

Where to go when you're ill - The following points should be helpful when deciding who to contact.

- Pharmacies offer over-the-counter medicines and advice. As well as being open during regular retail hours, they operate an out-of-hours service on a rota basis;
- Call NHS 111 for advice or go to NHS Choices website www.nhs.uk. They can give a wide range of advice and information about many conditions;
- Use the minor injuries units at Chippenham and Trowbridge or the walk-in centres in Swindon and Salisbury for cuts, burns and other injuries – but not for colds, flu or vomiting;
- Make an appointment with your own GP - an out-of-hours service is also available;
- If it is a genuine emergency, go to your local A&E department or call 999 for an ambulance

Keep an eye on elderly or frail friends, neighbours and relatives this winter and join us in helping Wiltshire stay well this winter.

The right healthcare, for you, near you, with you

MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Margarets Hall, St Margarets Street, Bradford on Avon BA15 1DE
Date: 16 September 2015
Start Time: 7.00 pm
Finish Time: 9.00 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr Rosemary Brown, Cllr Trevor Carbin, Cllr Magnus Macdonald and Cllr Ian Thorn

Wiltshire Council Officers

Peter Dunford – Community Engagement Manager
Kevin Fielding – Democratic Services Officer
Emma Coombs - Community Youth Officer

Town and Parish Councillors

Bradford on Avon Town Council - Pam Hyde
Holt Parish Council – Andrew Pearce

Westwood Parish Council – Julie Adcock, Dave Adcock and Alan Wheals

Partners

Office of the Wiltshire Police & Crime Commissioner – Naji Darwish
Local Youth Network – Alysha Green & Nathan Walker

Total in attendance: 24

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome</u></p> <p>The Chairman welcomed everybody to St Margarets Hall.</p> <p>The Chairman introduced the Area Board members and the Wiltshire Council officers present.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Matthew Midlane – Monkton Farleigh Parish Council.</p>
3	<p><u>Minutes</u></p> <ul style="list-style-type: none"> • The minutes of the Bradford on Avon Area Board meeting held on 15 July 2015 were signed as the correct record with the following note: <p style="text-align: center;"><i>Agenda Item No.8 Westwood Issues</i></p> <p style="text-align: center;"><i>John Bishop – Chairman of Westwood Parish Council & Alan Wheals – Westwood Parish Council.</i></p> <ul style="list-style-type: none"> • The minutes of the Local Youth Network Management Group held on 20 August 2015 were signed as the correct record.
4	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
5	<p><u>Chairman's Announcements and Updates</u></p> <p>The following Chairman's Announcements were noted:</p> <ul style="list-style-type: none"> • School Place Planning Strategy. • Re-design and re-commissioning of Childrens' Centres. • Art competition to increase awareness of autism.

	<ul style="list-style-type: none"> • Transfer of Colonel Llewellyn Palmer Educational Charity. <p>The following Updates contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> • Wiltshire Police – written update. • Healthwatch Wiltshire – written update. • Holt Parish Council. That the Holt Neighbourhood plan had now been accepted by Wiltshire Council. <p>The Chairman thanked everybody for their updates.</p>
6	<p><u>Local Youth Network</u></p> <p>Emma Coombs and members of the LYN gave a brief update.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • That over 50 young people had enjoyed two days of Active Trowbridge sports activities. • Thanks for Cllr John Potter for organising a twenty mile bike ride for the young people. • That LYN members had been on a bowls taster session. • Various youth projects were now happening thanks to the Area Board's youth funding. • Good work on-going at the Holt youth club. <p>The Chairman thanked Emma Coombs and the members of the LYN for their update.</p>
7	<p><u>Police and Crime Commissioner- Annual Report</u></p> <p>Naji Darwish – Office of the Wiltshire Police & Crime Commissioner gave a presentation that outlined the Annual Report on the outcomes of the previous Police and Crime Plan and to present the new Plan for 2015 – 17.</p> <p>Points made included.</p> <p>Achievements: 2014/15</p>

	<ul style="list-style-type: none"> • 2.7% reduction in crimes (885 fewer than last year). • 4.2% reduction in anti-social behaviour incidents. • Wiltshire Police rated Good by HMIC in PEEL. • 95% of people feel safe during the day. <p>Aim</p> <ul style="list-style-type: none"> • Keep Wiltshire and Swindon as one of the safest places in the country. <p>Three commitments to the public</p> <ul style="list-style-type: none"> • Neighbourhood teams are at the centre of policing in Wiltshire. • Neighbourhood policing will be protected by shifting resources to the front line. • Any increase in police element of council tax will be used to reduce the impact of central funding reductions on neighbourhood policing. <p>Four Priorities</p> <p>Priority 1: Prevent Crime and anti-social behavior. Priority 2: Protecting the most vulnerable in society. Priority 3: Putting victims and witnesses at the heart of everything we do. Priority 4: Secure high quality, efficient and trusted services.</p> <p>The Chairman thanked Naji Darwish for his presentation.</p>
8	<p><u>Child Sexual Exploitation</u></p> <p>Blair Keltie - Child Sexual Exploitation Manager Early Help, Wiltshire Council gave a presentation on the reality of Child Sexual Exploitation and discussion on how it should be tackled in Wiltshire.</p> <p>Points made included:</p> <p>What are we doing about CSE in Wiltshire?</p> <ul style="list-style-type: none"> • A multi-agency strategy and action plan is in place led by the WSCB (Prevent, Protect, Pursue). • The WSCB CSE sub-group includes the nominated leads from each Agency. • Dedicated Multi Agency CSE Team located in MASH.

	<ul style="list-style-type: none"> • The Council and Police employ missing co-ordinators to oversee data and return interviews inc ‘Missing People’. • CSE handbook and tool-kit for practitioners. • A multi-agency risk management group, WRMG. • Single agency and multi-agency training in place. • Ongoing operational development (Oxford and Rochdale visits). <p>What more do we need to do?</p> <ul style="list-style-type: none"> • Increase awareness (general public, parents/carers, hoteliers, taxi drivers, park wardens, shopping centre staff, GPs, Area Boards, Town and Parish Council, fast food outlets, supermarkets). • Continue to engage all schools. • Use all available powers, eg abduction notices. • Commission a multi-agency peer review related to CSE. • Acknowledge that this is everyone’s business <p>The Chairman thanked Blair Keltie for his presentation.</p>
9	<p><u>Julia's House - building a children's hospice for Wiltshire</u></p> <p>Liz Froud – Julia’s House gave a short presentation to raise awareness of the charity and how it could be supported in its bid to open a Hospice in Wiltshire.</p> <p>The Chairman thanked Liz Froud for her presentation and wished the Hospice project well.</p>
10	<p><u>Community Area Grants</u></p> <p>The Wiltshire Councillors were asked to consider one application seeking 2015/16 Community Area Grant funding and one Councillor led funding application.</p> <p>Decision Bradford on Avon Museum - Restoration of Iron Duke Rubber Calendaring Machine awarded £3,400 with the conditions that the full amount of funding would be returned to the Area Board if the project was not fulfilled, and that £500</p>

	<p>would be put towards community benefit costs related to the project. Reason <i>The application meets grant criteria 2015/16.</i></p> <p>Decision Councillor Led application by Councillor Macdonald: tourism development and branding - £5,000 Reason <i>The application meets grant criteria 2015/16.</i></p>
11	<p><u>Community Area Transport Group (CATG)</u></p> <p>It was agreed to defer the signing off of the 7 September 2015 CAT-G meeting notes until the Area Board members had been given the opportunity to study them in detail.</p>
12	<p><u>Urgent items</u></p> <p>There was none.</p>
13	<p><u>Future Meeting Dates</u></p> <p>The next meeting of the Area Board is to be held on Wednesday 11 November 2015 at St Laurence School.</p>

Report to Bradford on Avon Area Board
Date of meeting 13th April 2015
Title of report Youth Grant Funding

Purpose of the Report:

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

Applicant	Amount requested	LYN Management Group recommendation
Bradford Town youth Football	£5000	Full
	£££	
	£££	
	£££	

1. Background

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

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

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

2. Main Considerations

- 2.1. Councillors will need to be satisfied that Youth Grant Funding awarded in the 2015/2016 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.
- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

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

8. Safeguarding Implications

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

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
ID 146	Bradford Town Youth Football	Full funding	£5,000
<p>Project description Bradford Town Youth Football needs a home to call their own with facilities for children to participate in sports activities all year round. Our ultimate vision being to create a centre for outdoor sports in the town that will provide inclusive facilities for youth sport. The centre will include a sports club building with social meeting changing and storage facilities. This will be a valuable resource for the town and surrounding villages for generations to come. A new home is vital for the continued and further enjoyment of sport for both young people and adults providing a sporting and social hub which will be of benefit to all. This is a long term goal 3 years but the short term goal is to start providing children with an area to play football. This will be at a relatively low cost by providing the club with goals and pitch equipment. Additional FA coaching is needed throughout our coaching population. In particular The FA Youth Awards which focuses on creating the right environment for a child to learn. There are different levels and range in price from 60 to 250 per person</p>			
<p>Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £5,000, subject to the following conditions: All policies are in place and up to date. EC checked policies on 5.10.2015 The LYN are happy with the response from questions that were raised. Emailed response on 26.10.2015, members happy with the answers.</p>			

Application ID	Applicant	Project Proposal	Requested
ID 79 (hyper link)	XX	XX	£££
<p>Project description Short paragraph description of the project:</p>			
<p>Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £XXX, subject to the following conditions:</p> <p>OR</p> <p>That the application is refused for the following reasons:</p> <p>The application does not meet the grant criteria</p> <p>The LYN Management Group does not support the application because:</p>			

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<p>Project description Short paragraph description of the project:</p>			
<p>Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £5,000, subject to the following conditions:</p> <p>OR</p> <p>That the application is refused for the following reasons:</p> <p>The application does not meet the grant criteria</p> <p>The LYN Management Group does not support the application because:</p>			

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

Report Author Name: Emma Coombs, Title: Community Youth Officer
Tel: 07768980748 Email: Emma.coombs@wiltshire.gov.uk

Current Status: Application Submitted

1. Project title? (Max. 8 words Eg. Tinkleton Village Youth Transport Project) *required field

Equipment for football hub

2. Project summary: (100 words) *required field

In particular The FA Youth Awards which focuses on creating the right environment for a child to learn. There are different levels and range in price from 60 to 250 per person

3. Amount of funding required: *required field

- £0 - £1000
- £1001 - £5000
- Over £5000 (Please note - our grants will not normally exceed £5,000)

4. Which Area Board are you applying to? Not sure? -[check on a map](#) *required field

Bradford on Avon

5. What is the Post Code of where the project is taking place?(If the application is for something that will move around to different locations please insert the post code for where it will be based for the majority of the time.) *required field

BA15 1HX

6. Please tell us which theme(s) your project supports: *required field

- Informal education
- Youth work/development
- Sport/Leisure
- Residential
- Arts/Culture
- Employment or training
- 1:1/group work
- Community Project
- Community Safety
- Volunteering
- Environment
- Health
- Other

If Other (please specify)

7. About your project

Please tell us about your project (a strong application will address all of the following): *required field

- How does your project support local needs and priorities?
- How have young people been involved in your project so far?
- How many young people do you expect to benefit?
- How will your project be accessible and affordable?
- How will you encourage volunteering and community involvement?
- How will you ensure your project is accessible to everyone (Disabled, low incomes, vulnerable, etc.)
- How will ensure your project is inclusive?
- How will you work with other community partners?

Bradford Town Youth Football Club is the largest youth sports club in Bradford on Avon with over 400 boys and girls of different abilities registered. We have teams represented at every age group from reception-age to under 18s and have built a reputation within the town as a family oriented club. We are a Chartered Standard club with 23 teams all-playing in the Mid Wilts Football League or the Wiltshire County Womens Girls League. We currently train and play our home matches at 8 different venues within Bradford and neighbouring towns. We also offer the best value for children joining our club. Registration fees are just 100 and our kit is provided at a subsidised cost. Weekend and midweek training is free. At present we dont have our own club facility and rely

8. Safeguarding

Please tell us about how you will protect and safeguard young people in your project (You must address all of the following): *required field

- Please evidence your commitment to safeguarding and promoting the welfare of children and young people.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Are staff and volunteers Disclosure and Barring Service (DBS) checked and do you hold a central record of this as well as details of staff references.
- Who in your organisation is ultimately responsible for safeguarding?
- How do you ensure that young people are kept safe online when accessing your services?

As an FA chartered club each coach and volunteer has to undergo a CRC check. All coaches must attend a Safeguarding Children course with a registered FA official. It is also our club policy that bad language and aggressive behaviour will not be tolerated during football activities. Coaches and match officials reserve the right to stop a game or ask an individual to leave if they are in breach of this policy.- How do you make sure staff and volunteers understand their safeguarding role Every coach has to attend an FA level 1 course where safeguarding children is covered in detail. Our website also contains documents regarding acceptable behaviour.- Who is the Designated Safeguarding Lead and where do you keep the records for training and DBS checks

9. Monitoring your project

How will you know if your project has been successful? *required field

By playing football matches on the new designated area we will make it easier for the children of Bradford to attend training and matches. Some parents find it difficult to reach some of our existing grounds meaning children miss out on their enjoyment of football and valuable fitness. We will save money by moving away from costly venues that put a strain on our club finances and hinder our ability to be self sufficient.

10. Finance: *required field, if you are a new organisation and don't have accounts leave blank and tick box below

10a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£21735.00 Please enter in money format with pence but no pound sign or comma or p. Eg 15000.00

Total Expenditure:

£28723.58

Surplus/Deficit for the year:

£-6988.58

Free reserves currently held:

£11287.55

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

We had 4298.97 left over as retained funds for last year. This acts as a buffer for unexpected costs. We spent more money in 2014 replacing football kit for each child for this season.

We are a newly formed group and do not yet have published accounts:

10b. Project Finance:

Part One: *required

Total Project cost [help](#) £6309.56 Please enter in money format with pence but no pound sign or comma or p. Eg 15000.00

Total required from Area Board £5000.00

Part Two: Please itemise your project expenditure and project income *required

Quick tips:

1. List ALL expenditure in a general format eg. Materials 10.00, Tools 5.00
2. List ALL income **except the amount required from the Area Board** eg. Donations 20.00 [help](#)
3. Please enter in money format with pence but no pound sign or comma or p. Eg 15000.00
4. If your organisation reclaims VAT you should exclude VAT from the expenditure
5. Please ensure you TOTAL both columns correctly.
 - Expenditure column should equal Total project cost in Part One.
 - Income column should equal Total project cost minus Total required from the Area Board.
6. Here is an example layout, including how to display in kind contributions [help](#)

Itemised Expenditure eg Materials help	£	Itemised Income eg Our reserves	£	Tick if income confirmed
4 x (7 x 16) portable goal	£4780.00	Reserves	£1309.59	<input checked="" type="checkbox"/>
Line marker	£345.00		£	<input type="checkbox"/>
2 x Line paint 10lr	£54.60		£	<input type="checkbox"/>
Lock up/secure shed	£199.00		£	<input type="checkbox"/>
Ground preparation	£400.00		£	<input type="checkbox"/>
2 x set of corner flags	£70.98		£	<input type="checkbox"/>
2 x 60m crowd barrier	£99.98		£	<input type="checkbox"/>
6 x Youth Level 1 Award ir	£360.00		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
Total	£6309.56	Total	£1309.59	

(please ensure you total these columns even if values are 0.00)

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

- Yes
 No

12. Tick all the Area Boards to which you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.

a financial year) *required field, if Yes to Q11.

- Amesbury
- Bradford on Avon
- Calne
- Chippenham
- Corsham
- Devizes
- Malmesbury
- Marlborough
- Melksham
- Pewsey
- Salisbury
- Southern Wiltshire
- South West Wiltshire
- Tidworth
- Trowbridge
- Warminster
- Westbury
- Royal Wootton Bassett & Cricklade

13. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):

Do you have the following (please tick any that apply):

- Child Protection Policy
- Safeguarding Children
- Procedure for dealing with an allegation against a member of staff or a volunteer
- Complaints Procedure
- Public Liability Insurance
- Health & Safety
- Whistle blowing policy
- Internet use policy
- Constitution
- Annual Accounts
- Business/Project Plan (For projects where total project cost is over £50,000)

Legal declaration *required field

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

2.

Bradford Town Youth Football needs a home to call their own with facilities for children to participate in sports activities all year round. Our ultimate vision being to create a centre for outdoor sports in the town that will provide inclusive facilities for youth sport. The centre will include a sports club building with social meeting changing and storage facilities. This will be a valuable resource for the town and surrounding villages for generations to come. A new home is vital for the continued and further enjoyment of sport for both young people and adults providing a sporting and social hub which will be of benefit to all. This is a long term goal 3 years but the short term goal is to start providing children with an area to play football. This will be at a relatively low cost by providing the club with goals and pitch equipment. Additional FA coaching is needed throughout our coaching population. In particular The FA Youth Awards which focuses on creating the right environment for a child to learn. There are different levels and range in price from 60 to 250 per person.

7.

Bradford Town Youth Football Club is the largest youth sports club in Bradford on Avon with over 400 boys and girls of different abilities registered. We have teams represented at every age group from reception-age to under 18s and have built a reputation within the town as a family oriented club. We are a Chartered Standard club with 23 teams all-playing in the Mid Wilts Football League or the Wiltshire County Womens Girls League. We currently train and play our home matches at 8 different venues within Bradford and neighbouring towns. We also offer the best value for children joining our club. Registration fees are just 100 and our kit is provided at a subsidised cost. Weekend and midweek training is free. At present we don't have our own club facility and rely heavily on local schools Town Council grounds and Bradford on Avon Rugby Club to provide us with pitches to play on. This constantly means that players and parents are split over the town each weekend at various venues depending on the age group and most home games require parents to drive players to the venues. Currently every pitch available to the youth club is rented at a cost and puts a considerable strain on our club finances. This ultimately hinders our ability to build a reserve of cash and our chance to secure our own facility. As a club that wishes to grow in an inclusive and environmentally friendly way and one that wants to offer even more local children the chance to participate in sport it has become increasingly clear that these wishes will not be granted without our club having a home of its own. The logistical difficulties and the poor quality grounds and facilities available will simply frustrate these ideas indefinitely. By setting the wheels in motion and to begin creating a facility now are the first steps to creating a fantastic hub for the children of Bradford on Avon and surrounding area. We pride ourselves on being an inclusive club and accept players of all abilities. Many other youth football clubs in the area have a limit on the number of children accepted into their club which is probably why we are one of the largest clubs in Wiltshire. To date no child has been turned away based on their abilities.- How many volunteers are involved with the club and how do you recruit them in order to give the club a sustainable future We have over 40 volunteers at present. We are also very lucky to have more than enough willing parents to step forward and become coaches as player numbers increase.- Will the grant go towards subsidising the cost for members No we see ourselves as the best value club in the County. Players are not expected to play for training or match days.- How do you

plan to address inclusiveness and equality of opportunity for young people within the community area Are there young people already involved in the process planning E.g. marketing publicity to raise awareness of the club. Many of our older children help the younger age groups with coaching sessions. A handful are currently on the Duke of Edinburgh Award Scheme and are using coaching to gain their award.

8.

As an FA chartered club each coach and volunteer has to undergo a CRC check. All coaches must attend a Safeguarding Children course with a registered FA official. It is also our club policy that bad language and aggressive behaviour will not be tolerated during football activities. Coaches and match officials reserve the right to stop a game or ask an individual to leave if they are in breach of this policy.- How do you make sure staff and volunteers understand their safeguarding role Every coach has to attend an FA level 1 course where safeguarding children is covered in detail. Our website also contains documents regarding acceptable behaviour.- Who is the Designated Safeguarding Lead and where do you keep the records for training and DBS checks Rich Long is our current Welfare Officer. DBS checks are kept on a database with our club secretary.- With your online website how do you ensure that young people are kept safe when accessing. Do you have an internet policy in place The ones monitoring it do they have training are they aware of the dangers We dont currently an internet usage policy as children access the internet from outside the club with no facility within our club for internet access. Our website can only be updated by coaches for team news and by two members of the Exec Committee for administration purposes.

Recommendation to the Bradford on Avon Area Board

- *That in respect of urgent matters that may arise, the Community Youth Officer, following consultation with the Chairman and Vice-Chairman of the Area Board, may authorise expenditure to support youth projects from the youth budget of up to £5,000 in total between meetings of an Area Board. The decision and reasons why it was considered urgent will be reported to the next meeting of the Area Board.*
- *That in respect of urgent matters that may arise, the Community Engagement Manager, following consultation with the Chairman and Vice-Chairman of the Area Board, may authorise expenditure to support community projects from the delegated budget of up to £5,000 in total between meetings of an Area Board. The decision and reasons why it was considered urgent will be reported to the next meeting of the Area Board.*

