

AGENDA

Meeting: CHIPPENHAM AREA BOARD
Place: The Needl Hall, Borough Parade, Chippenham, SN15 3WL
Date: Monday 4 July 2011
Time: 6.30 pm

Including the Parishes of Biddestone, Castle Combe, Chippenham Without, Chippenham, Christian Malford, Grittleton, Hullavington, Kington Langley, Kington St Michael, Langley Burrell, Nettleton, North Wraxall, Seagry, Stanton St Quintin, Sutton Benger and Yatton Keynell

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.

Refreshments and networking opportunities will be available from 6:00pm.

Please direct any enquiries on this Agenda to Penny Bell, on 01249 706613 or email penny.bell@wiltshire.gov.uk or Victoria Welsh (Chippenham Community Area Manager), direct line 01249 706446 or (email) victoria.welsh@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

Desna Allen – Queens & Sheldon (Chairman)	Peter Hutton – Cepen Park & Derriards
Chris Caswill – Monkton	Mark Packard – Pewsham (Vice Chair)
Paul Darby – Hardenhuish	Nina Phillips – Cepen Park & Redlands
Bill Douglas – Hardens & England	Judy Rooke – Lowden & Rowden
Howard Greenman - Kington	Jane Scott OBE– By Brook

Items to be considered	Time
<p>1. Election of Chairman</p> <p>2. Election of Vice Chairman</p> <p>3. Chairman's Welcome and Introductions</p> <p>4. Apologies</p> <p>5. Minutes (<i>Pages 3 - 12</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on Monday 9 May 2011.</p> <p>6. Declarations of Interest</p> <p>Councillors are requested to declare any personal or prejudicial interests, or dispensations granted by the Standards Committee</p> <p>7. Nomination of Representatives to Outside Bodies (<i>Pages 13 - 14</i>)</p> <p>To confirm the Area Board's representatives to outside bodies for 2011/12.</p> <p>8. Chairman's Announcements (<i>Pages 15 - 20</i>)</p> <p>To include, but not limited to, the following:</p> <ul style="list-style-type: none"> i. Road Safety 'Safe Drive - Stay Alive' Campaign ii. Help Plan for Wiltshire's Future iii. Waste Prevention Volunteer Training iv. Receipt of Petitions. 	<p>6.30pm</p>
<p>9. Town, Parish and Partner Updates (<i>Pages 21 - 44</i>)</p> <p>To note the written reports and receive updates from any partners who wish to contribute:</p> <ul style="list-style-type: none"> i. Children's Parliament ii. Wiltshire Police iii. Wiltshire Fire and Rescue Service iv. NHS Wiltshire v. Parish and Town Councils vi. Chippenham and Villages Area Partnership (ChAP) vii. Chippenham Vision viii. Community Area Young People's Issues Group (CAYPIG) ix. Lyneham Steering Group x. Westlea Housing Association. 	<p>6.45pm</p>

10.	<p>Area Board Priorities Updates</p> <p>To receive updates on the Area Board's Priorities, as follows:</p> <ul style="list-style-type: none"> i. Road Safety – Lead Councillor: Bill Douglas ii. Skate Park – Lead Councillor: Paul Darby iii. Health and Wellbeing – Lead Councillor: Peter Hutton iv. Night Time Economy – Lead Councillor: Peter Hutton v. Employment – Lead Partner: Chippenham Vision. 	6.55pm
11.	<p>13 - 19 Commissioning Strategy (<i>Pages 45 - 46</i>)</p> <p>To receive information on the new strategy that will affect youth services in the area.</p>	7.10pm
12.	<p>Graffiti Wall Project (<i>Pages 47 - 62</i>)</p> <p>To receive a report from Mark Rippon, Community Safety Officer, regarding the proposal for a designated graffiti wall in an attempt to combat and address graffiti in Chippenham. The Area Board will be asked to decide whether to support such an initiative.</p>	7.25pm
13.	<p>Funding (<i>Pages 63 - 72</i>)</p> <ul style="list-style-type: none"> a) <u>Community Area Grants</u> <p>To consider the following application to the Community Area Grants Scheme 2011/12:</p> <ul style="list-style-type: none"> i. Chippenham & Villages Area Partnership - £990 requested to launch the 'Chippenham Alive' Project. b) <u>Chippenham & Villages Area Partnership</u> <p>To consider the allocation of the first tranche of funding to Chippenham & Villages Area Partnership.</p> 	7.35pm
14.	<p>Chippenham Area Highways Budget 2011/12 - Prioritisation of Schemes (<i>Pages 73 - 76</i>)</p> <p>To consider recommendations from the Chippenham Community Area Transport Group for small-scale transport improvements and to prioritise local schemes.</p>	7.45pm
15.	<p>Break</p>	7.50pm
16.	<p>Community Campus (<i>Pages 77 - 98</i>)</p> <p>To receive a presentation from Lucy Murray-Brown, Campus and Operational Delivery Programme, on proposals for a Community Campus in Chippenham Community Area, as detailed in the attached Cabinet paper dated 15 February 2011.</p>	8.00pm

The Area Board will be asked to consider and approve proposals for the campus delivery and associated Terms of Reference, and will invite expressions of interest from those wishing to sit on the Shadow Community Operations Board.

17. **Evaluation and Close** (*Pages 99 - 100*)

9:00pm

The Chairman will invite any remaining questions from the floor and will welcome the submission of new Community Issues.

The next agenda planning meeting will take place on Wednesday 3 August at 2pm at Monkton Park offices. Any parish or town council representative interested in attending should contact the Community Area Manager or the Chairman.

The meeting is asked to note the future meeting dates below and is reminded to complete the evaluation forms in the packs.

The Forward Plan is attached for information.

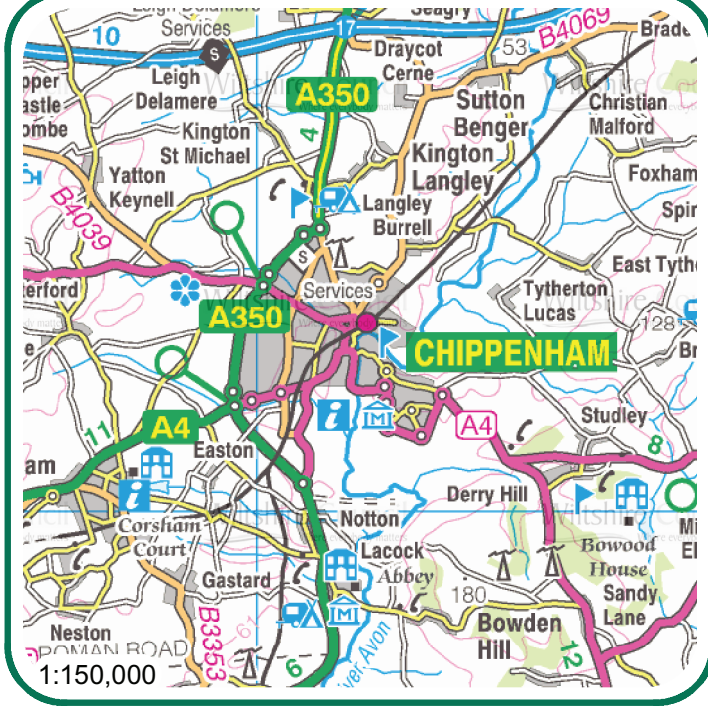
Future Meeting Dates

Monday 12 September 2011
6.30 pm for 7.00 pm
Abbeyfield School Seminar Rooms

Monday 14 November 2011
6.30 pm for 7.00 pm
The Pheasant Inn

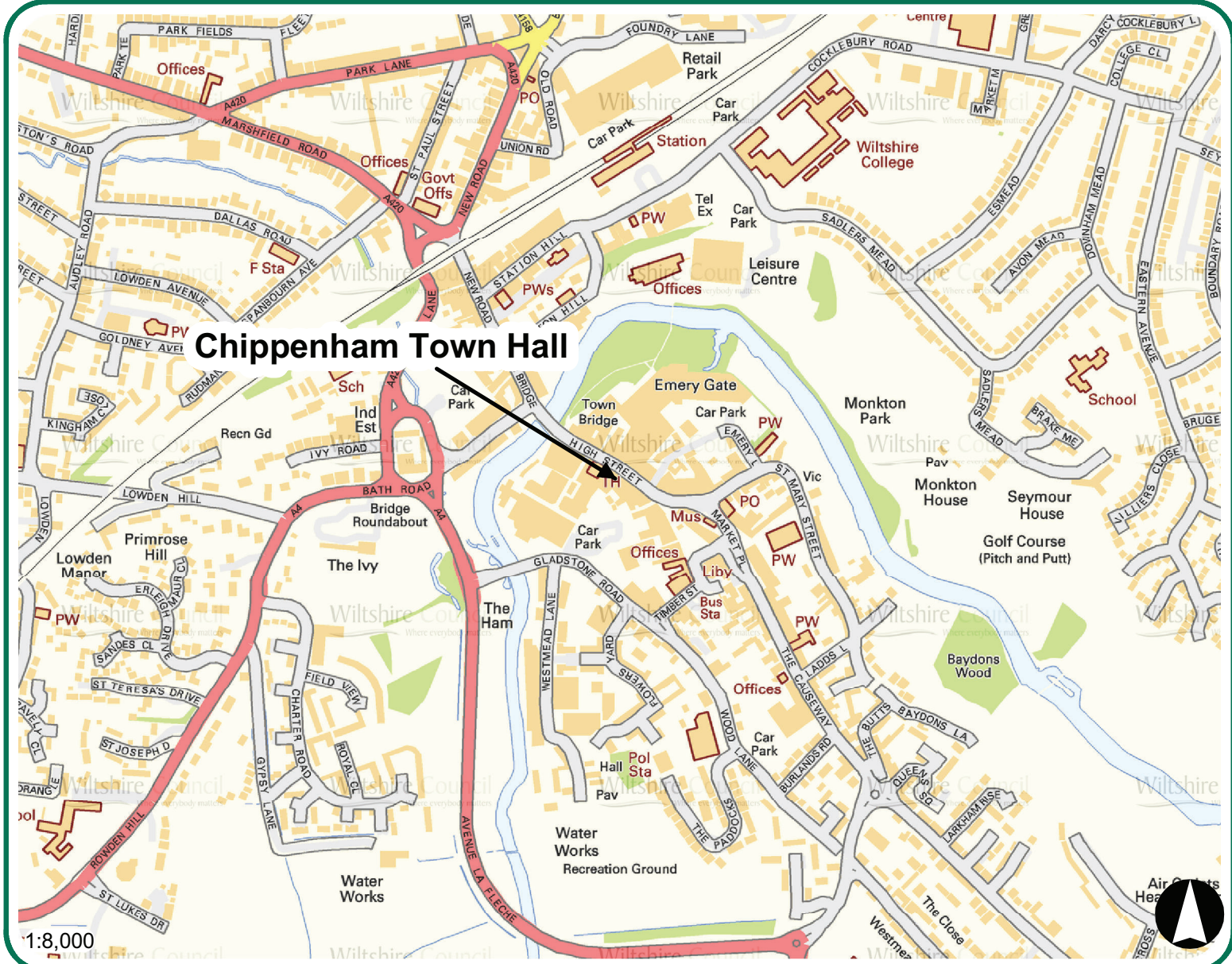
Monday 9 January 2012
6.30 pm for 7.00 pm
Wiltshire Council Monkton Park Office

Monday 5 March 2012
6.30 pm for 7.00 pm
Need Hall



Chippenham Town Hall
High Street
Chippenham
SN15 3ER

Wiltshire Council
 Where everybody matters



MINUTES

Meeting: CHIPPENHAM AREA BOARD
Place: Chippenham Town Hall, High Street, Chippenham, SN15 3ER
Date: 9 May 2011
Start Time: 7.00 pm
Finish Time: 9.30 pm

Please direct any enquiries on these minutes to:

Penny Bell (Democratic Services Officer), Tel: 01249 706613 or (e-mail) penny.bell@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Desna Allen (Chairman), Cllr Mark Packard (Vice Chairman), Cllr Paul Darby, Cllr Bill Douglas, Cllr Howard Greenman, Cllr Peter Hutton, Cllr Nina Phillips and Cllr Jane Scott OBE

Wiltshire Council Officers

Penny Bell, Democratic Services Officer
Victoria Welsh, Community Area Manager
Steve Milton, Community Governance Manager
Ian White, Head of Passenger Transport Unit

Town and Parish Councillors

Chippenham Town Council – Andrew Phillips, Andrew Noblet, Brian Patterson, John Scragg, M Pile, Sue Wilthew (Clerk & Chief Executive)
Biddestone and Slaughterford Parish Council – Rachel deFossard, A Butler
Christian Malford Parish Council – K Bolter
Grittleton Parish Council – Lesley Palmer
Hullavington Parish Council – William Harmer, Eric Gough, Maggie Bawden, Sharon Neal (Clerk)
Kington St Michael Parish Council – Rick Squires, Linda Durno
Nettleton Parish Council – F Shanahan
Sutton Benger Parish Council – D Liddell

Partners

Wiltshire Police – Sergeant Allan George

Chippenham and Villages Area Partnership – Jane Clark

Chippenham Vision – Tim Martienssen, John Clark

Community Area Young Peoples' Issues Group – Richard Williams, Georgia Sandell

MOD Hullavington – Pete Murton

Royal United Hospital – Brian Stables, Dr Hubbard, Tim Edmonds

Members of Public in Attendance: 57

Total in attendance: 97

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Desna Allen, welcomed everyone to the meeting of the Chippenham Area Board and introduced the councillors and officers present.</p> <p>The Chairman announced that, under the provisions within Section 100B(4) of the Local Government Act 1972, a late item would be added to the agenda for tonight's meeting on the grounds of urgency. The late item would be the consideration of a Community Asset Transfer application for the Seagry Allotments.</p>
2.	<p><u>Apologies</u></p> <p>Apologies were received from Councillors Judy Rooke and Chris Caswill, Parvis Khansari, Service Director, Inspector Steve Cox, Stanton St Quinton and Kington Langley Parish Councils, Harry Purdon of Chippenham Town Council and Judy Edwards, Extended Services Coordinator.</p>
3.	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on Monday 7 March 2011 were agreed a correct record and signed by the Chairman.</p> <p>It was noted that apologies from Mary Fallon of Chippenham Town Council needed to be added to the minutes of the previous meeting.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the information contained within the agenda on the superfast broadband survey, the waste site allocations consultation and the older people's accommodation consultation.</p> <p>The Chairman announced that Councillor Mark Packard had recently attended a meeting of the Lyneham Steering Group on behalf of the Area Board. Councillor Packard reported that the steering group was a voice for local concerns regarding the future closure of RAF Lyneham. Options for the site were being considered and a decision was expected to be announced in the summer.</p>
6.	<p><u>Town, Parish and Partner Updates</u></p> <p>Updates from partners were received as follows:</p>

i. Wiltshire Police

An update report from Wiltshire Police was contained within the agenda.

Sergeant Allan George reported that the Neighbourhood Policing Teams had been restructured and there were now 27 teams instead of 76. Effectively this would not result in any change for Chippenham Community Area as the team had retained the same boundaries and numbers of officers.

During the summer, one of the priorities for Wiltshire Police in the Chippenham Community Area would be parks and open spaces, particularly in relation to anti-social behaviour.

ii. Wiltshire Fire & Rescue Service

An update report from Wiltshire Fire & Rescue Service was contained within the agenda. There was no further update.

iii. NHS Wiltshire

Update reports from the NHS for March, April and May were included with the agenda. There was no further update.

iv. Parish and Town Councils

Update reports from Christian Malford, Grittleton, Kington Langley and Kington St Michael Parish Councils were included within the agenda.

John Scragg of Chippenham Town Council reported on progress with the recent Streetpride audit that had been carried out in the town with a view to reducing unnecessary street clutter. A successful meeting had taken place with Wiltshire Council officers on 12 April and actions were now being progressed. A further report would be brought to a future meeting of the Area Board.

v. Chippenham and Villages Area Partnership (ChAP)

An update report from ChAP was included within the agenda. Jane Clark reported that this year's river festival would be going ahead and would be bigger than last year's event. The health and social care programme was ongoing, with the healthy eating campaign being rolled out in all primary schools in the Chippenham Community Area.

vi. Chippenham Vision Board

An update report from the Chippenham Vision was included within the agenda. John Clark reported that the Vision was currently in the 'master planning' stage, and efforts were being made to strengthen links with the Area Board and the Town Council. The Vision was also currently considering Wiltshire Council's plans to make Monkton Park and the Olympiad one of its main office hubs, and also how to make more efficient recreational use of the River Avon.

	<p>vii. Community Area Young Peoples' Issues Group Richard Williams, Youth Development Coordinator, reported that a youth strategy review was currently taking place and that various options for the youth service were being considered. Richard was happy to meet with anyone that would like to talk about the review in more detail.</p>
7.	<p><u>Community Asset Transfer - Seagry Allotments</u></p> <p>The Area Board considered the transfer of the parish allotments in Seagry from Wiltshire Council to Seagry Parish Council.</p> <p>Councillor Howard Greenman, as the local councillor for Seagry, supported the application and recommended that the Area Board approved the recommendation with the addition of the word 'urgently' to ensure it progressed as quickly as possible.</p> <p><u>Decision</u> The Area Board agreed to authorise the Solicitor of the Council to urgently execute all documentation needed to implement the transfer subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The land was maintained for the benefit of the community and residents would be encouraged to enjoy the amenity. 2. A standard 'reverter' clause was included in the title, which would ensure that, if the land stopped being used for the benefit of the community, Wiltshire Council would have the option to repurchase the land for the sum of £1.
8.	<p><u>Community Area Grants</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2011/12:</p> <ol style="list-style-type: none"> i. <u>Wiltshire Mind</u> The sum of £1,600 was requested to deliver a six-month art therapy course. <p><u>Decision</u> The Area Board awarded the sum of £1,600 to Wiltshire Mind, conditional upon the balance of funding being in place. <i>Reason: The application met the Community Area Grants criteria 2011/12 and demonstrated a link to the Chippenham & Villages Community Plan.</i></p> <ol style="list-style-type: none"> ii. <u>Chippenham Folk Festival</u> The sum of £1,800 was requested to stage a free showcase concert to celebrate the 40th anniversary of the festival.

	<p><u>Decision</u> The Area Board awarded the sum of £1,800 to Chippenham Folk Festival, conditional upon the balance of funding being in place. <i>Reason: The application met the Community Area Grant criteria 2011/12 and demonstrated a link to the Chippenham & Villages Community Plan.</i></p> <p>iii. <u>New ChAPTER</u> The sum of £1,880 was requested for the appearance of the White Helmets British Army Display Team at the Chippenham River Festival 2011.</p> <p><u>Decision</u> The Area Board awarded the sum of £1,880 to New ChAPTER, conditional upon the balance of funding being in place. <i>Reason: The application met the Community Area Grant criteria 2011/12 and demonstrated a link to the Chippenham & Villages Community Plan.</i></p>
9.	<p><u>Chippenham Community Area Awards</u></p> <p>The Chairman and Vice Chairman of the Area Board presented the Chippenham Community Area Awards 2010/11. The results were as follows:</p> <p>Team Award The winner of the team award category was the volunteer team at the Museum and Heritage Centre; a team of 75 highly talented and enthusiastic volunteers carrying out roles such as museum wardens and working behind the scenes on research projects.</p> <p>Highly commended in the team award category was Kington Langley Helping Hands; a team of local volunteers lending support to older people in the community including providing tea, Christmas dinner and summer outings.</p> <p>Individual Award The winner of the individual award category was Alison Reed. Alison had been helping others in the local community for over 25 years, as a teacher at the school and more recently in a volunteer capacity by raising money for the Air Ambulance and for Doorway.</p> <p>Highly commended in the individual award category was Avril Balmforth. Avril had been a key member of Kington St Michael Village Shop since 2007 and was now Volunteer Shop Manager. Avril has also led a fundraising campaign to raise money for the purchase of two Community Defibrillators.</p> <p>Under-18 Award The winner of the under-18 award category was Georgia Sandell; a member of the girls group engaged in the SBYW team. Georgia was considered a great</p>

	<p>motivator, enthusing and encouraging others to get involved in local projects. Georgina also volunteers at the Rise Children's Centre.</p> <p>Highly commended in the under-18 award category was Caroline Brennen. Caroline shares her love of music and dance in helping to produce high-quality dance shows to raise money for events taking place with the youth group.</p> <p>The Chairman presented the winners and highly-commended from each category with a certificate and congratulated them on their achievements.</p> <p>The Chippenham Community Area Awards would be held again in 2011/12 and would be launched at a future meeting of the Chippenham Area Board.</p>
10.	<p><u>Localism</u></p> <p>Steve Milton, Head of Community Governance, gave a presentation on the proposed changes within the Localism Bill and how this would affect Chippenham Community Area.</p> <p>Key features of the Localism Bill included new freedoms and flexibilities for local government, new rights and powers for local communities, decentralised control and local influence and reforms to the planning system.</p> <p>The main aims of the provisions within the Localism Bill were to create public services that responded to local priorities, to cut through red tape and to empower communities to take over and run the amenities and services they love.</p> <p>Wiltshire Council had committed a further investment of £3.2 million over the next four years to strengthen area boards. This would increase the capacity for local people to influence decisions that affect them, get involved in local projects, resolve problems and improve the quality of life in their area.</p> <p>Following the presentation a number of queries arose as follows:</p> <ul style="list-style-type: none"> • Sutton Benger Parish Council had initiated a Community Speedwatch request in October 2010 and was since awaiting use of the speed detectors. Steve Milton advised that demand for the equipment had been very high but that the Council was currently investing in more equipment. Action: Victoria Welsh undertook to investigate the situation and report back to Sutton Benger Parish Council with an update. • With regards to the provisions in the Localism Bill for local referendums, it was proposed that 5% of the community area could trigger a referendum, however the results would not necessarily be binding on local authorities. However, details on the regulations to support the Localism Bill were still awaited. • It was important that 'backroom services' were not cut too drastically, otherwise it would jeopardise service delivery, particularly with the Area

	<p>Boards which were heavily reliant on the Community Area Manager role.</p> <p>The Chairman thanked Steve Milton for his presentation.</p>
11.	<p><u>Area Board Priorities</u></p> <p>Updates were provided on the following Area Board priorities:</p> <ul style="list-style-type: none"> i. Road Safety – Councillor Bill Douglas reported that a number of new transport scheme requested had been received and the next meeting of the Community Area Transport Group would be held on 16 May. It was hoped that recommendations would then be made to the Area Board in July. Other highways matters being considered at present included the possibility of peak time only operation of the traffic lights at Morrison’s roundabout, and also the sequencing of the traffic lights at the railway arched adjacent to The Brunel. ii. Skate Park – Councillor Peter Hutton reported that various meetings had been held regarding the ongoing pursuit of achieving a skate park for the town. Two possible sites were currently being considered and, if either was viable, a public consultation process would be carried out. iii. Adult Social Care – Councillor Peter Hutton reported that adult social care was a high priority for Wiltshire Council and for this Area Board. A recent event in the Town Hall had been very successful and well received, with many exhibitors in attendance and over 70 pairs of slippers handed out at the slipper exchange. This event had received funding from the Area Board which was much appreciated. iv. Night Time Economy – Councillor Peter Hutton reported that the Night Time Economy Group was a collaboration of the Area Board, the Town Council and the police, which aimed to address local issues and priorities. An event was held in April for local retailers and licensees to discuss their concerns regarding the night time economy, and the street pastors scheme was due to be launched this summer. v. Childhood Obesity – Julia Stacey reported that the ‘Anybody Can Cook’ project, which had been financially supported by the Area Board, would be rolled out in the summer term to all year two children across the primary schools in the Chippenham area. The project was also due to be delivered at the Rise Centre. <p>Following the updates on Area Board priorities for 2010/11, an interactive session was held in which attendees could vote on which priorities they felt that the Area Board should concentrate on for 2011/12.</p>

	<p><u>Decision</u> The Area Board agreed that the priorities for 2011/12 would be:</p> <ul style="list-style-type: none"> i. Road Safety ii. Skate Park iii. Health and Wellbeing iv. Night Time Economy v. Employment.
12.	<p><u>Royal United Hospital, Bath, NHS Foundation Trust</u></p> <p>Brian Stables, Chairman of the RUH NHS Trust, gave a presentation on the RUH's Foundation Trust application and its plans for the future.</p> <p>A Foundation Trust was described as follows:</p> <ul style="list-style-type: none"> • Public Benefit Corporations, based on the concept of mutual organisations. • Members were drawn from patients, the local community and staff. • Accountable to members for the types of services offered and standards of care • Integral to the NHS but with greater freedom from the control of the Strategic Health Authority and Department of Health. • Greater freedom to invest money in patient care based on local need. • Foundation Trusts were not private hospitals, did not return a profit to members but invested surplus in patient care. <p>The RUH would continue to provide comprehensive acute care through the Service Development Plan, but would be focussing on cancer care, the Royal National Hospital for Rheumatic Diseases and developing the hospital site.</p> <p>After the presentation, the following comments arose:</p> <ul style="list-style-type: none"> • The RUH covered a very large area and one of the key issues for the Trust was to establish better links between primary care, GPs and consultants in order to deliver services locally and more efficiently. More services had the potential to be delivered at home, which would help to alleviate concerns regarding travel. • The RUH was monitored by Monitor to ensure that the hospital was properly constituted and fit to run both in terms of quality and finance. The Health Bill did contain provision to deal with failing trusts, although this was yet to be confirmed. • The Trust used a number of methods to monitor patient and staff experience, such as an annual staff survey, elected staff governors, a 'patient's experiences' group, and patient experience trackers which the Board considered on a regular basis. • A public board meeting of the trust would take place in June, when more detailed plans for the future would be considered.

	<p>It was envisaged that the RUH would become an NHS Foundation Trust by April 2012. Updates were available via the RUH website at: www.ruh.nhs.uk/foundationtrust</p> <p>The Chairman thanked Brian Stables and Dr William Hubbard for attending the meeting.</p>
13.	<p><u>Proposed Changes to Bus Services</u></p> <p>Ian White, Head of the Passenger Transport Unit, outlined the proposed changes to bus services in the Chippenham Community Area.</p> <p>Due to the difficult situation with the Council's budget this year, the Passenger Transport Unit had been asked to identify 12% savings, which equated to £2.5 million per year. In order to achieve this, some bus services had to be reduced or cut, as follows:</p> <ul style="list-style-type: none"> • Service 232 from Bath to Chippenham – the last two Sunday evening services after 7.30pm would be cut. • Service 55 from Swindon to Chippenham would be reduced to an hourly service. • Service 33 from Devizes to Chippenham would have one afternoon service cut from Monday to Friday. • Service 231 from Bath to Chippenham – the Monday to Saturday evening services were to be withdrawn. <p>A text service was due to be rolled out in the near future that would advise when the next bus was due at any bus stop. This service would be free apart from the standard network rate.</p> <p>The Chairman thanked Ian White for attending the meeting and explaining the situation.</p>
14.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting of the Chippenham Area Board.</p> <p>The next Area Board meeting would be held on Monday 4 July 2011, 7.00pm at Langley Burrell Village Hall.</p> <p>The agenda planning meeting would be held on Wednesday 1 June 2011, 2pm at Monkton Park, and any parish or town council representative interested in attending this meeting should contact the Chairman or the Community Area Manager.</p>

Chippenham Area Board

Representatives to Outside Bodies 2011/12

Outside Body Title	Why Rep Required	No of Reps Required	Area Board Rep
Chippenham and Villages Area Partnership (ChAP)	To inform the development of the Community Area Plan	1	Councillor Mark Packard
Community Area Young Peoples' Issues Group (CAYPIG)	So young people can present ideas to councillors and the Council	Up to 2	All Area Board Members
Kingsley Road Community Hall Association	Small committee that needs as much support as possible	As many interested as possible	Councillors Desna Allen and Nina Phillips
Lyneham Steering Group	To understand the military changes that are taking place and the impact on the Council and partners	1	Councillor Mark Packard
Chippenham Vision Board	To bring together private and public sector bodies to drive forward development	1	Councillor Chris Caswill

Chippenham Area Board – Monday 4 July 2011

Chairman's Announcements

Why is it important for young people to see Safe Drive Stay Alive?

- On average 8 people die on the UK's roads every day. 8 yesterday, 8 today and another 8 tomorrow.
- One in eight drivers on our roads are under 25 yet one in three of those who die are within this age group.
- National Health Statistics state that young people are more at risk from dying in a road traffic collision than from any other accidental cause.

Despite this shocking statistic there is nothing in the national curriculum to educate them on the dangers they face.

Safe Drive Stay Alive fills the gap in education and provides them with the real facts and consequences of poor driving. This enables them to make informed decisions about their behaviour as passengers or drivers.

The roadshow is successful because it's real, it's delivered by real people with real stories to tell and no actors are used, it's a highly emotional experience – both for the audience and for those who courageously revisit and honestly share the most devastating aspect of their personal lives.

After the last tour 95% of students said they would apply the training to their behaviour as a passenger or driver.

The tour is seen by more than 7,500 students per year and more than 2000 military personnel.

Chippenham Area Board – Monday 4 July 2011

Chairman's Announcements

Help Plan for Wiltshire's Future

Local people are being encouraged to have their say on plans which would make communities strong and sustainable by ensuring jobs, services and homes are developed in a balanced way.

Protecting the unique identity of each community as well as creating jobs and managing development underpin the council's Wiltshire Core Strategy (WCS) consultation document, which will be subject to an additional round of consultation until August 8.

To ensure as many people as possible can comment on the plans and have the opportunity to ask questions, Wiltshire Council has organised the following exhibitions across the county:

- 24 June Paragon Hall, Westbury 2pm-8pm
- 28 June St Margarets Hall, Bradford on Avon 2pm-8pm
- 29 June Marlborough Town Hall, Marlborough 2pm-8pm
- 29 June Guildhall, Salisbury 2pm-8pm
- 4 July Methuen Hall, Corsham 2pm-8pm
- 5 July Bouverie Hall, Pewsey 2pm-8pm
- 5 July Assembly Hall, Melksham 2pm-8pm
- 6 July Neeld Hall, Chippenham 2pm-8pm
- 7 July Antrobus House, Amesbury 2pm-8pm
- 11 July Ceres Hall, Corn Exchange, Devizes 2pm-8pm
- 12 July Nadder Hall, Tisbury 2pm-8pm
- 13 July Bridge House, Trowbridge 2pm-8pm
- 13 July Village Hall, Lacock 2pm-8pm
- 14 July Warminster Library, Warminster 2pm-7pm
- 14 July Memorial Hall, Downton 2pm-8pm
- 15 July Town Hall, Calne 2pm-8pm
- 18 July Wesleyan Hall, Malmesbury 2pm-8pm
- 18 July Wootton Bassett Library, Wootton Bassett 2pm-8pm
- 20 July Memorial Hall, Ludgershall 2pm-8pm

The responses gathered through the consultation will be used to help draft the WCS – a plan which sets out long-term planning and development aims and principles. This will ensure local people continue to have an integral role in shaping plans which will affect them and their communities.

Last month cabinet approved an additional stage of consultation on the document. It details the amount of new employment land to support job growth and suggests

figures for new homes required over the next 15 years to ensure the county's community areas can grow in a way that meets the needs of local people.

The extra round of consultation comes after the WCS process was delayed following the government's announcement of its intention to revoke regional spatial strategies – binding housing targets set by government. As a result of the announcement, cabinet decided Wiltshire's housing requirement should be reviewed.

The council carried out a review and found that the number of homes required in Wiltshire over the next 15 years should be reduced from the government target of 44,400 new homes to the council's assessment of 37,000. Approximately half of the homes required have already been completed or are in the process of being developed.

Cabinet member with responsibility for economic regeneration and spatial planning, Fleur de Rhe-Philippe, said: "We want the local people to look at this document, have their say and help us make sure communities are as resilient and sustainable as possible. We must encourage appropriate growth so people rely less on travelling out of their communities to access services and jobs."

The consultation lasts until August 8 and all documents are available by logging on to council's website <http://consult.wiltshire.gov.uk/portal> or www.wiltshire.gov.uk/wcsconsult2011.

The documents can also be viewed at the council's offices in Chippenham (Monkton Park), Devizes (Browfort), Salisbury (Milford Street) and Trowbridge (County Hall and Bradley Road) as well as all local libraries.

Comments can be submitted online at www.wiltshire.gov.uk/portal, by email to spatialplanningpolicy@wiltshire.gov.uk or in writing to Spatial Planning, Economy and Enterprise, Wiltshire Council, County Hall, Bythesea Road, Trowbridge, Wiltshire. BA14 8JN.

JOIN our new volunteer scheme to help prevent Waste in Wiltshire



You don't need to be an expert or have any voluntary or community group experience. An interest in the environment and reducing waste is useful but being keen to help your local community is key.

Volunteers will be fully trained and asked to attend three training sessions held in the following locations:

Chippenham

Tuesday 5th, 12th &
19th July
from 7-9pm
refreshments provided

Salisbury

Thursday 7th, 14th &
21st July
from 7-9pm
refreshments provided

Devizes

Saturday 9th, 16th &
23rd July
from 11am-1pm
refreshments provided

For more information and to register your place on the training course, contact:

Sara Cundy at the Wiltshire Wildlife Trust

T 01380 725670

E sarac@wiltshirewildlife.org

Wiltshire Council
Where everybody matters

Update for Chippenham Area Board

ITEM 9(i)

Update from	Chippenham Children's Parliament
Date of Area Board Meeting	4 July 2011

Headlines

Parliament meeting 14th June. Guests in attendance – Cllr Bill Douglas, Dr Nick Murry, Chippenham and Villages Environmentalists, Cllr David Powell, Mayor of Chippenham, Cllr Desna Allen. Secondary school reps also present

New priorities for 2011-2014 are being voted upon back in schools – results will be known by 1st July. 'Improving our environment' will remain plus 2 out of the following 4 generated by the children themselves:

1. Cycle paths on main roads
2. Community gardens
3. Healthy lifestyles
4. Cyber bullying

Possible new structure for youth participation. This is being discussed with Town Council, Area Board and Youth Development.

Projects

- Road safety campaign. On the back of the Road Safety campaign, Goughs Solicitors would like to support the Chippenham community area and schools in developing a road safety campaign for Road Safety Week, November 2012. A working party is being set up to consider this.
- The Youth Strategy Task Group is exploring an event for next year into which the environmental priority may well fit. More information shortly.

Future Events/Dates for the diary

Future meetings:

Wednesday 16 November (Guest Jane Scott), Wednesday 29 February, Wednesday 27 June.

Signed: Judy Edwards

Date: 17th June 2011



**Crime and Community Safety Briefing Paper
Chippenham Community Area Board
4th July 2011**

1. Neighbourhood Policing

On Monday 4th April the structure of our Neighbourhood Policing Teams changed. The 55 NPT's in the Unitary Area have been reduced to 20 to correspond with the 20 Community Areas.

The public will not see any change to staffing levels as each Beat will retain its Community Beat Manager and Police Community Support Officer(s).

The changes have been made in order to enhance the service delivery to the public, namely...

I. Increased police visibility, community engagement and more time to spend dealing with priorities:

Due to a reduction in bureaucracy there will be a reduction in Neighbourhood Tasking Group (NTG) meetings where priorities are set each quarter. Currently up to 76 are held but in the new structure this will be reduced by 49 meetings per quarter. There is also a new NPT IT system which will make things easier and quicker for staff to enter information. There will also be one quarterly Newsletter for each Community Area with a dedicated page for each Beat Area.

II. Service delivery will be enhanced:

- a) If a significant priority is identified in a Beat Area, staff from other Beats within the NPT can be tasked to the area to target the issue. Staff will still be primarily dedicated to working on their individual Beats.
- b) Each NPT will have a dedicated Sergeant who will provide support for the NPT and enhance supervision.

Current Priorities:

Up-to-date details of the current news about Neighbourhood Policing Teams, including, profiles, priorities and forthcoming community consultation events can be found on the Wiltshire Police Website.

 Visit the new and improved website at: www.wiltshire.police.uk

Local News:

As I write this update I have just returned from a night shift helping some 17,000 people enjoy the summer solstice at Stonehenge. As such this is a timely reminder that summer is now officially upon us. You may recall from the previous area board that Chippenham Police undertook an initiative to pre-empt any anti-social behaviour associated with the lighter evenings, by increasing patrols of our open spaces and working with our various partners to help divert young people into useful and productive activities.

I am happy to report that this initiative appears to be advancing well. My neighbourhood Policing team report a reduction in calls which I am confident we can maintain.

One of these areas includes the unwelcome sight of graffiti in many areas of the town. Whilst investigating these offences of criminal damage I have had an insight into the culture that exists behind it. We have identified one offender who will shortly be working as part of a restorative justice approach to help clean a proportion of this damage. In addition I understand that the possibility of managing the issue with one or more maintained 'Graffiti walls' will be discussed at this meeting. I would like to offer my own support to this idea, to help enable an approach which as stated above helps divert activity into more useful areas.

You may also have read in the local press about a more robust policy we have adopted in relation to drinking publicly within the town. In essence Chippenham has a 'Designated Public Place Order' in effect, which gives the Police powers to ban drinking in public. We can seize alcohol and prosecute anyone who refuses to cooperate. The idea behind this legislation is to both promote the sensible use of alcohol and challenge its anti-social use at the same time.

2. Performance

Overall crime levels in the Community Area remain fairly static during challenging times.

The overall detection rate is the highest in the unitary area.

**Table 1 – Reported Crime Figures
June 2010 – May 2011**

Chippenham	Crime				Detections	
	June 2009 - May 2010	June 2010 - May 2011	Volume Change	% Change	June 2009 - May 2010	June 2010 - May 2011
Violence Against the Person	602	462	-140	-23%	48%	57%
Dwelling Burglary	109	103	-6	-6%	19%	11%
Criminal Damage	653	517	-136	-21%	16%	12%
Non Dwelling Burglary	144	174	30	21%	5%	7%
Theft from Motor Vehicle	168	168	0	0%	13%	3%
Theft of Motor Vehicle	44	45	1	2%	30%	13%
Total Crime	2782	2551	-231	-8%	31%	27%

Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed better than peers in All Recorded Crime and Violent Crime for the most recently reported 3 month period (Feb - Apr 2011)

*Total Crime comprises all Crime Groupings listed above and also includes Theft and Handling, Fraud and Forgery, Robbery and Sexual Offences
** Detections include both Sanction Detections and Local Resolution



Cllr Christopher Caswill is a member of the Wiltshire Police Authority and has the responsibility for overseeing police matters in the Community Area. He can be contacted via Wiltshire Police Authority: ☎ 01380 734022 or 🌐 <http://www.wiltshire-pa.gov.uk/feedback.asp>

3. Vision Wiltshire

Vision Wiltshire has been set-up to deliver a new policing model to meet the projected funding cuts over the next 4-years.

Wiltshire Police Authority (WPA) must reduce its budget from £108million in 2009-10 by £15million over the next four years. In order to identify where the public felt these savings might be made and what services should be protected, a special public consultation was conducted between 23rd November 2010 & 11th February 2011. There were 1,134 responses.

What did we do?

A questionnaire was posted on the WPA website which also sent to every town and parish council in Wiltshire and Swindon.

WPA Members attended Area Board meetings to present an overview of the situation and to encourage the public to express their views.

WPA Chairman, Christopher Hoare, presented similarly at meetings arranged by Wiltshire Council to consult with the public on their budget and that of partner agencies.

Neighbourhood Policing Teams distributed the questionnaire within their communities.

All Neighbourhood Watch Members and members of the public who had signed up to the Force website were alerted to the consultation.

WPA members also met with five of the six MPs in Wiltshire and Swindon to seek their views.

What you said

The conclusions that can be drawn from the results of the survey are as follows:

Many people were concerned about how public sector cuts will affect policing in their local area.

There was an overwhelming agreement that removing Police Officers and Police Community Support Officers (PCSOs) from neighbourhoods should only be done as a last resort.

85% of respondents said they would be happy with an answer rate of **up to** one minute for the non-emergency police number.

The public did not want to lose police stations and they were the primary choice for accessing police services. However, there was strong support for the use of shared facilities and of greater use of internet and telephone.

The majority of respondents agreed that we should spend the same or more than is now spent on the services we identified in our questionnaire.

WPA should be sourcing policing goods and services from others if it was more effective and efficient.

The respondents ranked the given priorities as follows:

1. Tackling crime
2. Answering 999 calls
3. Neighbourhood Policing
4. Keeping people safe
5. Being available 24/7

What we have done

The results of the consultation have been used along with a strategic assessment by Wiltshire Police to inform our Policing Plan for 2011/14. This directs policing effort as follows:

Strategic Priority 1 - Reduce Violent Crime

As part of our vision for Wiltshire to be the safest county in the Country, we are committed to further reducing violence and supporting the victims and witnesses of violent crime. Specifically, over the next year we will focus on reducing alcohol related violence and domestic abuse and further improving our quality of service to victims of sexual abuse.

Strategic Priority 2 - Manage the people who cause the most harm in our communities

It is estimated that one in ten offenders are responsible for up to half of all crime in Wiltshire. It makes sense, therefore, to focus on those people who are causing the most harm in our communities and deal with them through an integrated approach with our partners in the justice system.

Strategic Priority 3 - Tackle Antisocial Behaviour

The level of antisocial behaviour in Swindon and Wiltshire increases in the summer. Overall levels are low and falling, and most people view Wiltshire as a safe place. The Force will be working to protect the most vulnerable and to support the communities within Wiltshire to develop and implement their own solutions to local problems

Strategic Priority 4 - Developing Sustainable Policing

The scale of the cuts requires a wholesale review of what the police do and how they do it. This means a re-focus on the core role and a much keener focus upon productivity and resource usage. Minor adjustments to the operating model will not allow us to maintain performance whilst reducing cost. WPA has agreed the development of a new operational policing model, supported by new technology. To minimise risk that comes with change, we will introduce the new operational model gradually, ensuring that each component is properly consulted upon and tested before implementation.

For the full report on the WPA **Vision Wiltshire** public consultation or for a full copy of the **Policing Plan** visit the WPA website at: www.wiltshire-pa.gov.uk

In June, WPA will publish its review of the performance of Wiltshire Police during 2010/11, and we will look to update the Area Board shortly thereafter.



Inspector Steven Cox

Sector Commander

22nd June 2011



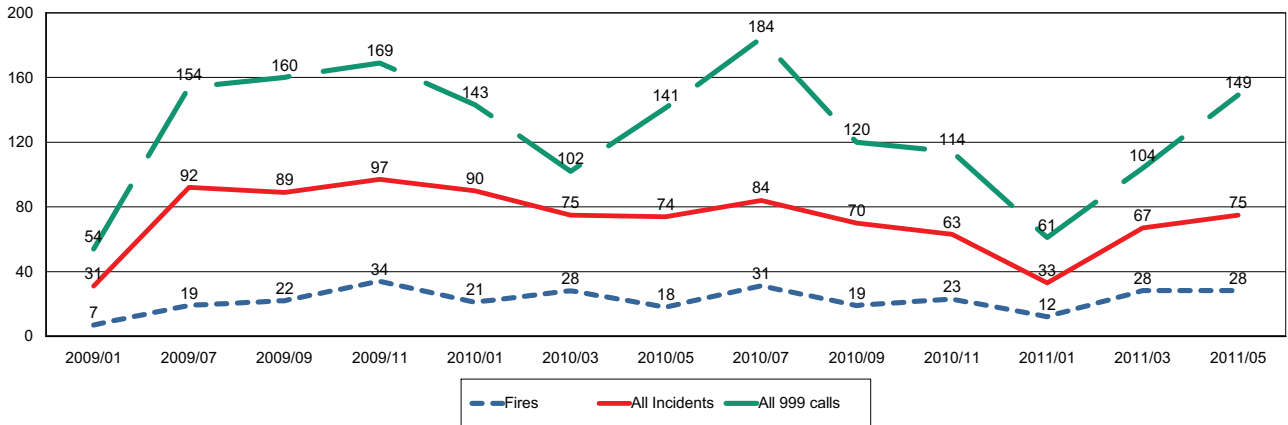
Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

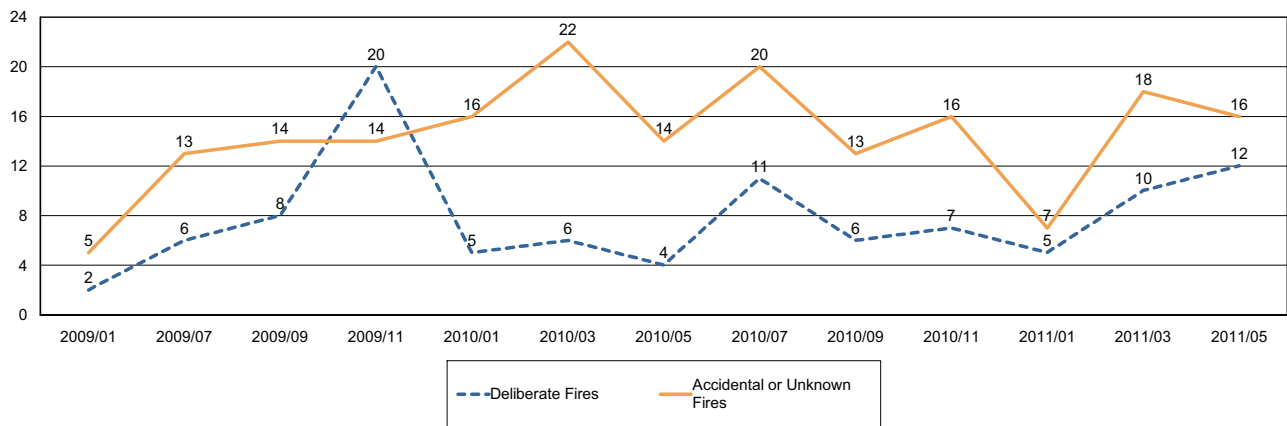
Report for Chippenham Area Board

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.

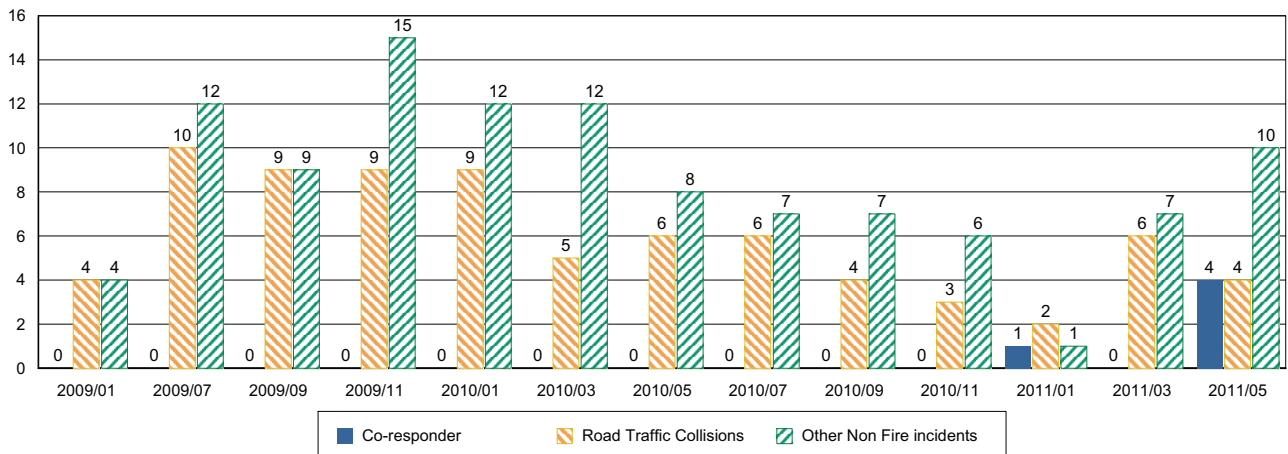
Incidents and Calls



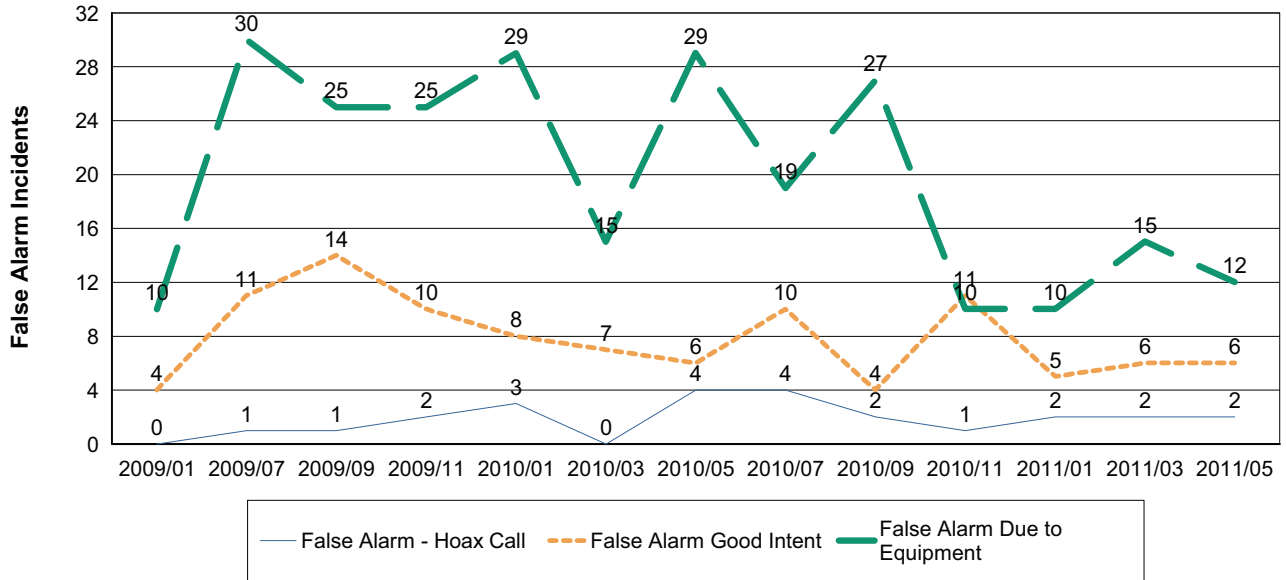
Fires by Cause



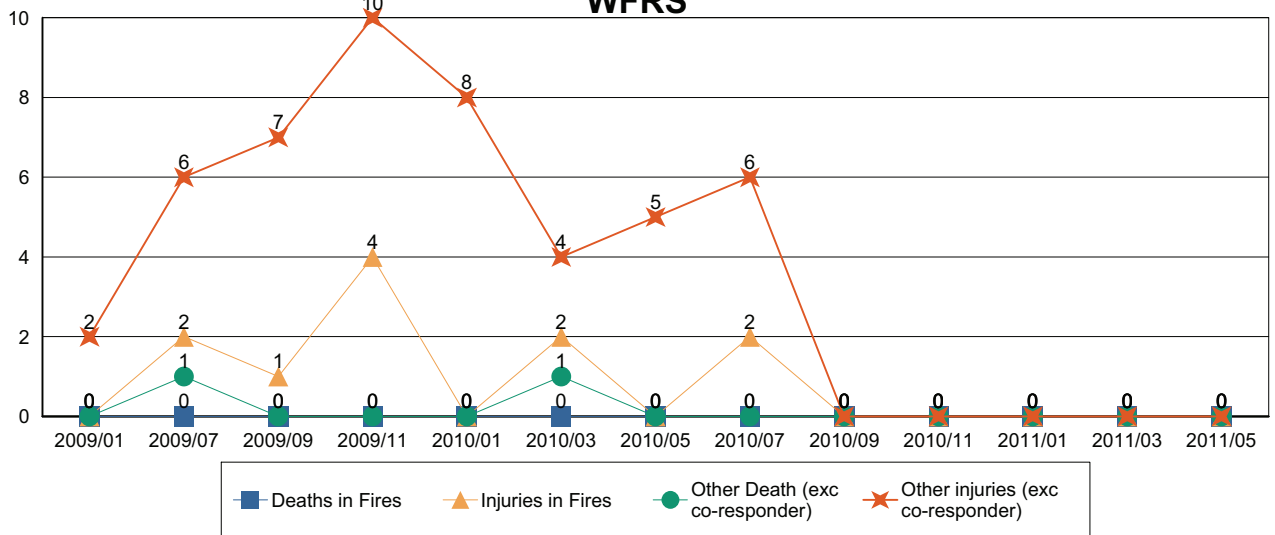
Non-Fire incidents attended by WFRS



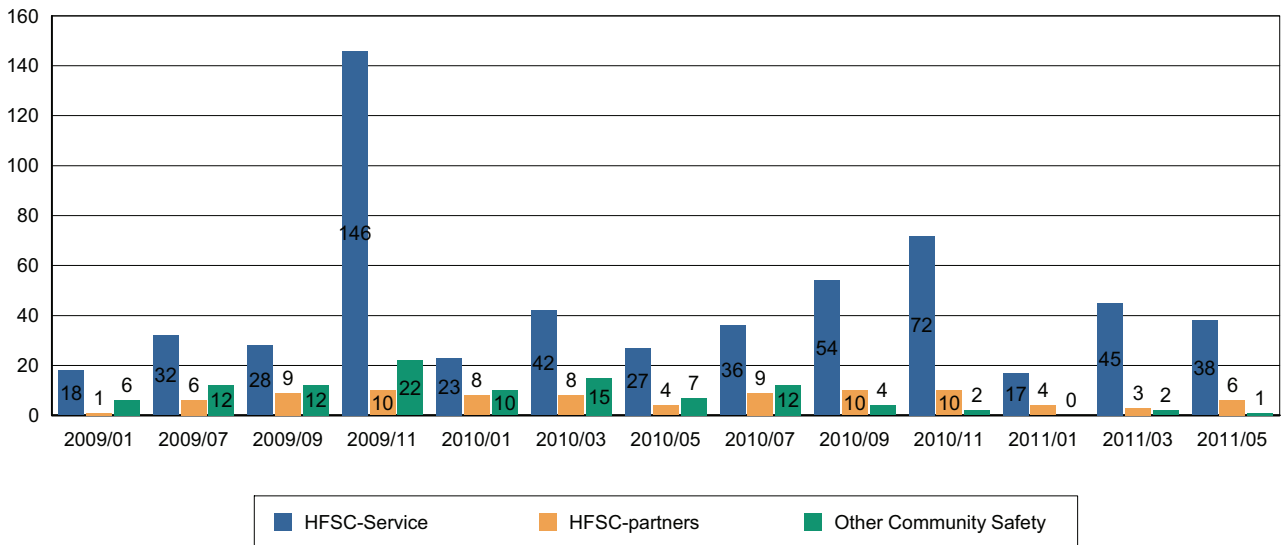
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

Update for Chippenham Area Board

ITEM 9(v)

Update from	Castle Combe Parish Council
Date of Area Board Meeting	Monday 4 July 2011

Headlines

- The recent “Japfest” meeting at Castle Combe Circuit again resulted in traffic chaos for miles around and numerous examples of irresponsible driving. We intend to convene a meeting early next year with the Circuit, Highways, Police and other local Parish Councils to avoid similar problems in 2012.

-
- We understand that the Speedwatch campaign is now underway locally and would be interested in feedback.

-
- An updated list of Council officers’ telephone numbers and e-mail addresses would be useful following recent changes.

Projects

- We should be grateful if you would log our interest in the proposed Superfast Broadband!

-
-

Future Events/Dates for the diary

-

Signed:

Date:

Update for Chippenham Area Board

ITEM 9(v)

Update from	CHRISTIAN MALFORD PARISH COUNCIL
Date of Area Board Meeting	Monday 4 July 2011

Headlines

- The Parish Council gave a cautious welcome to plans to bring the former Mermaid Public House back into commercial use

- The accounts for the 2010/11 were approved and will now go forward to statutory declaration and public display

- The Parish Council expressed its continuing concern at the excessive use of the B4069 by heavy good vehicles and especially bearing in mind the most recent road traffic accident on Lyneham Banks

Projects

- It was agreed to form a Working Group to consider and recommend on the detail of a Village Design Statement for Christian Malford

Future Events/Dates for the diary

- Date of the next Parish Council meeting – Tuesday 5th July in the village hall starting at 7:30pm

- Saturday 9th July – “Village Bash”

Signed: E.Martin Helps

Date: 20th June 2011

Update for Chippenham Area Board

ITEM 9(v)

Update from	GRITTLETON PARISH COUNCIL
Date of Area Board Meeting	Monday 4 July 2011

Headlines

- Speeding in Alderton Road.

- Successful community events to mark the Royal Wedding.

- Pavements breaking-up following recent repair-works.

Projects

- Community Speedwatch – volunteers needed. Purchase of a mobile SID.

- Neighbourhood Watch scheme in Littleton Drew up and running.

- Moviola – successful first season – restarts 28th September.

Future Events/Dates for the diary

- Parish Council meetings 11th July, 19th September, 14th November.

- Grittleton fete 4th September.

- MUGA – regular Tuesday night 5-a-side football, Wednesday night Netball sessions

Signed:

Date:

Update for Chippenham Area Board

ITEM 9(v)

Update from	Kington Langley Parish Council
Date of Area Board Meeting	Monday 4 th July 2011

Headlines

- The Annual Meeting of the Parish Council was held on the 9th May 2011 and Councillor Dr. Maurice Dixson was elected Chairman and Councillor Graham Trickey Vice-Chairman.

- The Parish Clerk is registered as an Employee of the Parish Council and the Clerk will be carrying out the necessary duties in accordance with the new HMRC rules.

- A pedestrian survey has now been carried out across the A350 the Parish Council is keen to see if any action will be taken. Any information on this would be appreciated

- With the assistance of the Parish Council, the Playing Field Tennis Court has been resurfaced and a perimeter fence erected. Our thanks to the Area Board for the much needed grant to make this possible

- The Parish Council has assisted the Playing Field Association and the Village Hall committees in gaining planning permission to erect CCTV to cover the playing field, its pavilion and the village hall car park. This is following a spate of vandalism in these areas. The system is now up and working. Again, our thanks to the Area Board for the grant towards this very important project.

Projects

- Following a metro count installation over a period of 10 days showing results of traffic travelling at an average speed of 34mph, a SID has been requested. Any information on this would be appreciated.

- The Parish Council is seeking ways to improve/rectify the constant erosion of the village verges. Grasscrete has been identified as a possible option and this is being investigated.

- The Parish Council is working with Wiltshire Council whose aim is to find a satisfactory solution to a drainage problem at the rear of Silver Street, Kington Langley. Other drainage issues are under observation and awaiting works in the village.

Future Events/Dates for the diary

Future Parish Council meetings during 2011 - 13th June, 11th July, 8th August, 12th September, 10th October, 14th November, 12th December.

Signed: S D Webb Date: 8th June 2011

Update for Chippenham Area Board

ITEM 9(vii)

Update from	Chippenham Vision
Date of Area Board Meeting	Monday 4 July 2011

Headlines

- Vision consultation with School students. Chippenham Vision conducted a consultation session with 40 6th Form students from Sheldon School. Using the same format as previous consultation asked the students about their Vision for the future of the town. Pending approval from the school the results will be posted on the Vision website.
- Core Strategy. The Chippenham Vision will be producing a response to the Core Strategy and looking at how it will support the delivery of the Vision objectives. Where Vision partners do not achieve consensus on key issues it is expected that individual partners will form their own response.
- Developer meetings. The Vision has continued to meet with various developers and landowners in order to remain informed regarding their objectives and proposals for various sites and to understand the benefits or impacts such proposals might have on the delivery of the Vision.

More details can be found in the Vision Bulletin - <http://www.thechippenhamvision.co.uk/documents.aspx>

Projects

- Focus site. The decision on the redevelopment of the Focus site has been deferred further until 13th July to allow the Legal Department of Wiltshire Council to seek an opinion on the objections raised to the application. The Vision Board remains concerned regarding the impact of edge of town retail development on the vitality of the town centre.
- Langley Park. Detailed assessment of development options are continuing. Following a procurement exercise Carter Jonas (Oxford) have been appointed to carry out the financial appraisals. The resulting assessment will inform the Core Strategy
- Employment Land Study. Thanks to work initiated by the Chippenham Vision a countywide study on the demand for employment land is to be carried out. This project has the support and backing of the Wiltshire Strategic Economic Partnership and the local economic partnerships for Wiltshire as well as the Spatial Planning service for the Council. Chippenham Vision is providing project management and co-ordination.
- Benchmarking
Action for Market Towns' consultancy, amt-i, has developed a practical approach to measuring the performance of market town centres. Town Benchmarking provides towns with a framework and methodology to collect pertinent data, giving an insight into how your town centre is performing, what is working well and what can be improved and how your town compares against a national figure. The cost is £200. The Vision Board approved use of this tool at the last Board Meeting. AMT will provide guidance and documentation on collecting the data. They also validate the information and provide a detailed report.
More details can be found at <http://towns.org.uk/2010/08/05/town-benchmarking/>

Future Events/Dates for the diary

- Vision Board meeting 6th July.

Update for Chippenham Area Board

ITEM 9(viii)

Update from	Chippenham CAYPIG / Youth Development Service
Date of Area Board Meeting	4.7.11

Headlines

- Local summer camp for ‘at risk ‘ young people – first two weeks of August

- Youth Outreach Team – around key areas of Chippenham

- Consultation with young people done re 13-19 Youth Strategy

Projects

- ‘Abuse Free Zone’ or ‘ Safe Place’ work continuing as part of Chippenham Youth Strategy (partnership with Extended Schools/ Salvation Army/ Chippenham churches)

- Bridging project planned for Olympiad - September

- River Festival ‘Young People’s’ arena in partnership with CHAP
- Skate park
- Dirt Jumps support

Future Events/Dates for the diary

- Next Community CAYPIG 20.7.11

Signed: Richard Williams

Date: 21.6.11

Westlea Housing Association – Partner Update for Chippenham Area Board

Changes in Social Housing

There are big changes that will affect residents, their communities and Housing Associations as social businesses.

The Comprehensive Spending Review (CSR)

- Cuts in development grant for building homes from £8.4 billion to £4.4 billion
- Creation of 'affordable' rents – social rents will remain but the grant for building will be allied in the main to the new affordable rents which will be 80% of market rents. This is likely to affect areas where market rents are particularly high e.g. London but also some rural areas.
- Capping of benefits at £500 per week for couples and lone parents and to £350 per week for single people from 2013.

Local decisions: a fairer future for social housing. This is a government paper setting out the principles of how housing will be managed in the future: .

- Ends the idea of automatic tenancies for life; housing organisations can offer fixed term tenancies for new tenants, with a minimum of 2 years, although following consultation the Government will allow tenancies for life if the housing organisation deems it appropriate. Existing tenants will retain their current terms and conditions.
- One succession of tenancy – this is where a tenancy is passed onto a spouse or partner after the death of the tenant. After this one succession Housing Associations can decide their own policy.
- Creates 'affordable' rents – up to 80% of market rent including service charges, for the new fixed term tenancy
- Cuts waiting lists, allowing Local Authorities to set new criteria for who can gain a place on the waiting list
- Removes existing tenants wanting to transfer from one property to another from the waiting list so they don't have to compete against new tenants
- Allows Local Authorities to fulfil their homeless obligation by offering people private sector rented accommodation; at the moment people can insist on going on the social housing waiting list only
- From 2012 allows Local Authorities to set new standards for the new 'affordable' rent properties, maybe as low as building regulation

standards, currently social housing is built to a higher specification e.g. insulation, to offset ongoing maintenance and running costs.

- Abolition of the Tenant Services Authority (TSA) and the Audit Commission as regulators. The Homes and Communities Agency (HCA) currently regulates the investment in social housing will also now have the consumer regulation powers. The Audit Commissions inspection role will be shared between the National Audit Office, Local Authorities and the private sector. This will result in less inspections overall. The idea is to move to co regulation with residents – know what your residents want you to deliver and report back to them about how you are achieving this, also creates a move to involve more residents in Governance structures.

The Impact

- The Government still wants to build 150,000 new 'affordable' homes but is halving the development grant with reduced subsidy per unit of approximately £20,000. This will be paid for by allowing Housing Associations to charge higher rents – the new 'affordable' rent which is 80% of the market rates locally. This rent will be charged to new tenants but this will also affect new tenants of homes that are re let and new build properties.
- How do residents afford this? The new 'affordable' rent will be eligible for housing benefit but this will have to fit into the caps on local housing allowances. Average income for families in Westlea homes is £10,000 per annum. With reductions in benefit it is estimated that incomes will drop by an average of 7%. We are expecting to see more hardship as a result and an increase in rent arrears as people will be expected to make up the shortfall between the local housing allowance levels that housing benefit will be paid on and the new 'affordable' rent.
- We are expected to look at neighbourhoods and see whether they provide the type of properties that meet the local need and may look at selling or redeveloping so creating more mixed estates where one type of tenancy subsidises another including homes for outright sale. This is called 'sweating our assets'.

We welcome the increased flexibility in being able to offer different types of tenancies and creating greater mobility for residents. We also welcome the decrease in regulation so we can agree with residents directly what is most important for us to deliver. We are concerned about the increased financial hardship the proposals could create for low income residents and the impact on the stability of communities.

Helen M. Barbrook
Neighbourhood Involvement Manager
May 2011
Westlea Housing Association part of the GreenSquare Group



**WILTSHIRE CHILDREN AND YOUNG PEOPLE'S TRUST
DRAFT COMMISSIONING STRATEGY FOR YOUNG PEOPLE AGED 13 TO 19**

BRIEFING NOTE FOR AREA BOARDS

1. 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. The draft strategy is also available at www.wiltshirepathways.org on the home page and under "Latest News".

2. 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.

3. Consultation

Consultation is taking place for 12 weeks from 13th May to 5th 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.

4. 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.

5. Priorities

5.1 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.

5.2 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.

5.3 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.

Report to	Chippenham Area Board
Date of Meeting	July 4th 2011
Title of Report	Graffiti Wall Project for Chippenham

Purpose of Report

To ask Councillors to consider supporting the proposal for a designated graffiti wall in Chippenham.

Officer Recommendations

Officers recommend that Chippenham Area Board supports the proposal for a six month pilot for a graffiti wall to be designated on the walls under the Gladstone Road Bridge in Chippenham. This will be run in conjunction with Chippenham Town Council, Wiltshire Council Highways and Wiltshire Police.

1. Background

- 1.1. There has been an increase in graffiti attacks around Chippenham. The Police have recently caught an offender, who will as part of his punishment be cleaning his tags from around the town.
- 1.2. The Police have suggested that an area be designated as a graffiti wall, where the young people could express themselves in exchange for not graffitiing property around the town. Inspector Cox has provided a statement in support of this initiative.
- 1.3. Consultation at the bridge centre was used to confirm that young people would welcome an official site so that the artists can spend more time devoted to creating art. This will in turn create higher quality images without risk of arrest.
- 1.4. If this could be in place by the Summer Holidays Wiltshire Police can then add this as good news, to a press release about Graffiti generally, citing the recent arrest and clean up requirement, but also a positive way forward to address the issue.
- 1.5. A charter will be posted up alongside the wall to be adhered to by all using the wall. (See Appendix 1). This will be agreed in consultation with young people.
- 1.6. Approaches have been made to Chippenham Town Council, Wiltshire Police and Wiltshire Council, Highways, and Youth Services, to gauge opinion. This was generally positive, dependant on an appropriate location.
- 1.7. The Police and Wiltshire Council Community Safety staff have visited three possible sites around the centre of Chippenham.

2. Main Considerations

- 2.1. The first site considered was the rear of the Millennium Wall.
- 2.2. This does not have any graffiti on it currently as it has been recently restored, and was therefore not thought to be suitable to use. It also does not provide any shelter and is already a piece of art in its own right.
- 2.3. This leaves two sites for consideration by the Area Board
- 2.4. The first site (Appendix 2) is under the Westmead Bridge, over Avenue La Fleche. Both sides are currently heavily adorned with graffiti. This site is on the outskirts of the town.
- 2.5. Both sides of the bridge wall have footpaths and with guard rails, and the area is undercover.
- 2.6. The second site (Appendix 3) is located under the first road bridge off of Avenue la Fleche into Gladstone Road, by the Weir (Gladstone Road Bridge).

- 2.7. The walls under the bridge by the river already have graffiti on them and the Police patrol in this area as part of their normal patrol, so can keep an eye on the area and build up a rapport with the artists.
- 2.8. There is a pavement running alongside this wall and the area is undercover.
- 2.9. A wide variety of people already use this area including people walking into town, cyclists, fishermen and current graffiti artists, providing "Capable guardians".

3. Risks

- 3.1. The Police feel that the first site is more difficult area to patrol than the second one, due to a more rural location.
- 3.2. Any increased threat to the wildlife at either site, compared to what is currently faced is deemed to be low as people already use both areas. Graffiti artists should not be deviating from the laid tarmac footpaths.
- 3.3. Both sites are susceptible to flooding in cases of extreme bad weather. The second site is set much further back from the river, but in a worst case scenario would be off limits until the water levels subsided again.
- 3.4. Care would need to be taken after a period of flooding due to the sloping banks being slippery, but evidence of use in this area already indicates people can cope with this risk.
- 3.5. Trespass on the actual bridge structure could risk significant harm. However this risk is present, regardless of an agreed graffiti wall. Graffiti artists would be encouraged to follow the charter attached.

4. Other Research

- 4.1 Other parts of the Country have had successful graffiti projects including Bristol and Aberdeen See Appendix 4.

5. Environmental & Community Implications

Graffiti is normally a criminal offence. The idea is to allow people to use the wall where they will not be charged with criminal damage, in exchange for agreeing not to graffiti elsewhere in town. This would be seen as a two way mutual respect agreement and fits with the principals of Local Resolution, and also encouraging community participation in addressing issues. The Police will then crack down on any graffiti that they find in town, signposting artists to an agreed graffiti site.

6. Financial Implications

- 6.1 There are no financial implications directly related to this report although a future

bid to the Area Board has been cited as possible, to provide for an Art competition if pilot is successful.

7. Legal Implications

7.1. We are not aware of any specific Legal implications related to this report, however the Highways Bridge Engineer has been asked to consider this proposal in respect of any liability due to Wiltshire Councils ownership of the bridge.

8. HR Implications

8.1. There are no specific HR implications related to this report.

9. Equality and Inclusion Implications

9.1. There are no equality and inclusion implications related to this report.

10. Officer recommendations

Officers recommend that Chippenham Area Board supports the proposal for a six month pilot for a graffiti wall to be designated on the walls under the Gladstone Road Bridge in Chippenham. This will be run in conjunction with Chippenham Town Council, Wiltshire Council Highways and Wiltshire Police.

Appendices:	Appendix 1 Graffiti Charter Appendix 2 Photographs of Westmead site Appendix 3 Photographs of Gladstone Bridge site Appendix 4 Summary of other local authorities examples
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No unpublished documents have been relied upon in the preparation of this report.

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Appendix 1

Graffiti charter (Proposed wording)

Abusive, homophobic or racist messages or images are not acceptable.

Artists will only spray on the designated wall.

Artists will not interfere with other artists work.

Artists will not climb and graffiti on the other parts of the bridge, only the wall designated.

The Wildlife around the river will be respected and not interfered with or harmed.

The wall will be repainted as a blank canvas at intervals, by agreement.

Artists will not discard any litter or materials in the area, particularly in the river.

Any infringement of the charter could mean the right to use the wall might be removed and the immunity from prosecution will be removed.

This charter to be displayed next to the wall.

Appendix 2 – Photos of Westmead Site







Photograph 5



Photograph 6

Appendix 3 – Photos of Gladstone Bridge Site







Appendix 4

Information regarding Bristol's wall

“ Bristol's first and only legal wall to be sanctioned by the city council (it was arranged in 2007.) Located in a public park in an inner city neighborhood. flat concrete, over 100 feet long and 8 feet high.” **User Comment** “Alot of talented artists get up on this wall regularly, to a traveller like me it looks like it is all sanctioned by the council or heavily controlled by the locals, as none of the pieces seem to run over each other. Alot of human traffic, but they didn't seem to mind, spent a few hours painting a blank section without crossing anyone's work. Respecting the locals seems to be key at this spot.”

Information regarding Aberdeen's Wall

“Funded by Aberdeen City Council and installed in March 2009, the wall was launched in May 2009 with support from Whitespace and local artists. Since then the wall has served as a legal space for aerosol graffiti art with many local artists regularly “getting up” at Transition. Running alongside the building itself the wall is in a perfect, sheltered spot to practice techniques and get creative without worrying about the law.”

Report to	Chippenham Area Board
Date of Meeting	4th July 2011
Title of Report	Community Area Grants

Purpose of Report

To ask Councillors to consider 1 application seeking 2011/12 Community Area Grant Funding. Officer recommendations:

1. Chippenham & Villages Area Partnership - Award £990 to launch the "Chippenham Alive" project.

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 15th April 2011. 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) or paper versions are available from the Community Area Manager.
- 1.10. One application to this round has been withdrawn in order to gather additional information and will reapply to the next funding round. The applicants have also been referred to the Charities Information Bureau (CIB) for support to seek alternative sources of funding. CIB work on behalf of Wiltshire Council to support community and voluntary groups, town and parish councils to seek funding for community projects and schemes from other local and national funding sources.

- 1.11. Following the awards made on 9th May, and the purchase of trophies and certificates for the Chippenham Area Board Community Awards, Chippenham Area Board has a budget of **£65,361** for community area grants, community partnership core funding and Area Board projects.

Background documents used in the preparation of this Report

- Area Board Grant Guidance 2011/12 ACCL-001-11
- Community Area Grant Application Pack 2011/12
- Chippenham Community Area Plan
- Local Agreement for Wiltshire

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 2011/12. The first took place on 9th May, the second is contained in this report and the remaining rounds take place as follows:
- The third on 12th September
 - The fourth on 14th November
 - The fifth on 9th January 2012
 - The final round on 5th March 2012

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 budget allocated to the Chippenham Area Board.
- 4.2. If grants are awarded in line with officer recommendations, Chippenham Area Board will have a **balance of £64,371**.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

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

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	Chippenham & Villages Area Partnership	To launch the “Chippenham Alive” project	£990

- 8.1.1. Chippenham & Villages Area Partnership - Award £990 to launch the “Chippenham Alive” project.
- 8.1.2. This application meets the Community Area Grant Criteria for 2011/12.
- 8.1.3. This project demonstrates link to the Chippenham & Villages Community Plan Review “Reduce leakage of shoppers to Bath & Swindon”.
- 8.1.4. This project demonstrates a link to Wiltshire Council’s priorities in the Local Agreement for Wiltshire – “Help local communities develop their own priorities and improvements”, “We help communities to help themselves” and “We need to realise the potential of our main towns and villages so they can have a vibrant and thriving local economy.”
- 8.1.5. This project demonstrates a link to one of Chippenham Vision Boards key objectives to “Develop the town centre, making it more attractive to visitors and improving the retail offer”
- 8.1.6. Officers understand that the applicant is working in collaboration with the Night Time Economy (NTE) Group (NTE members include representatives from the Police, Chippenham Town Council, Wiltshire Council, Street Pastors) to deliver this project.
- 8.1.7. Other partners who have expressed their support for this project are Chippenham Chamber of Commerce, Emery Gate and Borough Parade Shopping centres.

- 8.1.8. Officers understand that the Chippenham Alive events will include late night shopping, special offers and discounts at local restaurants and cafes and taster sessions available from local clubs and organisations to provide local people with the opportunity to try a variety of activities e.g. dancing, singing with a choir
- 8.1.9. In order to launch the Chippenham Alive project and attract people into the town entertainment will be provided in the High Street beginning with a salsa band in September.
- 8.1.10. Officers are of the opinion that the Chippenham Alive project will provide a valuable opportunity to boost the local economy, encourage wider use of the town centre in the evening and encourage civic pride.

Appendices:	Appendix 1 grant application – Chippenham & Villages Area Partnership
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No unpublished documents have been relied upon in the preparation of this report.

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**Chippenham and Villages Area Partnership (ChAP) Claim for Core Funding
(tranche 1) 2011/2012**

1. Purpose of the Report

- 1.1. To seek the Board's approval to the 1st tranche of core funding to ChAP covering the financial year 2011/12 to be agreed at this meeting, 4 July, 2011 so that it can be paid into ChAP's bank account immediately.

2. Background

- 2.1. Officers are required to provide recommendations in a report, however the decision to support the community partnership and to what level, is made by Wiltshire Councillors on this Area Board.
- 2.2. There will be 2 tranches of funding to community partnerships during 2011/12 (up to 50% of their total projected costs in each tranche). The first is contained within this report, and the Partnership Development Officer has advised ChAP that the second tranche can be requested at the 14 November, 2011 Board when evidence is received of how the first tranche has been spent.
- 2.3. Chippenham Area Board has been allocated a 2011/2012 budget of £68,917 for community grants, community partnership core funding and councillor led initiatives.
- 2.4. Community Area Partnerships have been invited to apply for up to 20% of the area board budget. 20% of the Chippenham Area Board budget 2011/12 is £13,783.

3. Main Considerations

- 3.1. Councillors will need to be satisfied that core costs awarded in the 2011/12 year are made to projects that can realistically proceed within a year of the award being made.
- 3.2. ChAP was awarded £13,785 in 2010/2011. The balance of ChAP funds as at 1 April, 2011 was £7,383.68. The Community Partnership Officer has confirmed that CAPs can hold operational reserves or contingencies of £2-4k which corresponds to the size of the partnership, staffing levels and number

of activities. ChAP has rolled forward £6,128.42 into 2011/12 to be spent on activities in this coming financial year. This will leave ChAP with a reserve of approx. £1,255.

- 3.3. All Partnerships funded by Area Boards are required to sign a Community Area Partnership Agreement (CAPA), which will be countersigned by the Chair of the Area Board.
- 3.4. In order to show how the community area partnership aims to meet the commitments set out in the CAPA, ChAP is required to complete a workplan. This workplan has been reviewed and endorsed by Wiltshire Council's Community Partnership Officer as a workable document.
- 3.5. Chippenham and Villages Area Partnership submitted a 2011/12 claim for £9,771.58 total core costs. 50% of this can be considered in the 1st tranche. The area board can therefore award up to £4,885.80 at this meeting to be paid immediately.

4. Implications

4.1. Environmental Impact of the Proposals

- 4.1.2 The community partnership contributes to the continuance and improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon individual projects.

4.2. Financial Implications

- 4.2.1 Core costs awarded to the community partnership must fall within the Area Boards budget allocated to the Chippenham Area Board.

4.3. Legal Implications

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

4.4. HR Implications

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

4.5. Equality and Diversity Implications

- 4.5.1 Community partnerships have agreed to the terms of the Community Area Partnership Agreement, which requires them to be fully inclusive. Membership of ChAP is open to anyone with an interest in the community area.

5. Recommendation

Following consultation with the Community Partnership Development Officer, it is recommended that the area board:

- approve the whole year's funding of £9,771.58 with an agreement to release the 1st tranche of £4,885.80 immediately
- agree to the release of the 2nd tranche in November 2011 as long as conditions set by the Community Partnership Officer and agreed by the Board, have been met

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Appendices:
Appendix 1 CAP Workplan 2011/12
Appendix 2 Budget details for ChAP Running Costs

Report to	Chippenham Area Board
Date of Meeting	4th July 2011
Title of Report	Chippenham Area Highways Budget 2011/12 Prioritisation of Schemes

Purpose of Report

To seek Chippenham Area Board's approval of the Chippenham Community Area Transport Group's (CATG) recommendation for the prioritisation of schemes for funding from the Chippenham Area Highway's Budget in 2011/12:

- 1.** Christian Malford Main Road/Station Road - allocate £6,000 to design and implement a footway link & pedestrian safety improvements.
- 2.** Lowden & Rowden Hill allocate £10,000 to build 2 no. pedestrian refuges, one on Lowden and a further one on Rowden Hill (close to Chippenham Community Hospital).
- 3.** Chippenham, Pewsham (nr Forest Lane) - allocate £4,000 for the provision of pedestrian / cycle improvements.
- 4.** Chippenham, Pewsham (Canal Road / Pewsham Way) allocate £9000 for the provision of a new footway link and changes to the existing splitter island to allow pedestrian movement.
- 5.** Queens Crescent, Chippenham - allocate £1,500 to undertake a full pedestrian crossing assessment.

1. Background

- 1.1. During the course of each year, Wiltshire Council receives numerous petitions and requests for small-scale transport and highway improvement schemes.
- 1.2. 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 the opportunity for decisions on investment in highway improvements to be taken locally.
- 1.3. The Area Boards have been allocated a total budget of £250,000 in 2011/12 in order to assess, prioritise and implement a number of small-scale transport schemes within their community areas. This funding has been distributed between all 18 Area Boards in accordance with a formula which takes into account total population and the geographical area covered. In the case of the Chippenham Area, £18,087 has been allocated for CATG funded schemes in 2011/12. The carry forward from the 2010/11 budget is £14,802.00, This gives a total budget of £32,889.00 for 2011/12.
- 1.4. Chippenham Area Board convened a Community Area Transport Group (CATG) to work with officers which meets 4 times per year to consider schemes placed on the Highways Improvements Request. The Chippenham CATG will then make recommendations to Chippenham Area Board as to which schemes should be prioritised for further assessment and potentially subsequent funding in 2011/12.
- 1.5. All initial assessments have been carried out by the Principal Highways Engineer.

2. Main Considerations

- 2.1. In considering the recommendation from the CATG, Chippenham Area Board will need to be mindful of the objectives of the Local Transport Plan (LTP) and the likely availability of future funding for implementation. Current LTP objectives are safety, accessibility, economy, integration and environment.
- 2.2. It should be noted that the £32,889.00 budget is for capital projects and can only be used to provide new and improved infrastructure. It is to be used for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport, and improve traffic management. It cannot be used to fund maintenance schemes; these are selected using technical surveys and inspections. In addition, it cannot be used to pay for revenue functions such as passenger transport.
- 2.3. Based on advice from Highways' officers following their assessment of the prioritised schemes, and having due regard for how feasible and affordable each scheme is likely to be, the CATG recommend that the following schemes receive funding allocation as detailed in the following table:

Christian Malford – Main Road/Station Road	Design and implement new footway link & pedestrian safety improvements	£6,000
Lowden & Rowden Hill - Chippenham	Build 2 no. pedestrian refuges, one on Lowden and a further one on Rowden Hill (close to Chippenham Community Hospital)	£10,000
Pewsham Way nr Forest Lane - Chippenham	Provision of Pedestrian / Cycle improvements.	£4,000
Pewsham Canal Road / Pewsham Way - Chippenham	Provision of a new footway link and changes to the existing splitter island to allow pedestrian movement	£9,000
Queens Crescent - Chippenham	Undertake pedestrian crossing assessment.	£1,500
TOTAL		£30,500

3. Environmental & Community Implications

There are no immediate environmental implications from the recommendations made in this report.

4. Financial Implications

Chippenham Area Board has a discretionary highways budget of £32,889.00 to allocate in 2011/12. If the Area Board agrees with the recommendations made by the CATG the discretionary highways budget balance will be £2,389.

5. Legal Implications

There are no specific Legal implications related to this report.

6. HR Implications

There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

There are no specific equality and inclusion implications related to this report.

8. CATG recommendations

That the funding is allocated to schemes as listed at 2.3.

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

Members of Chippenham Area Transport Group (CATG)

Councillor Desna Allen (Chair)	Chippenham Area Board Chairman
Councillor John Scragg	Chippenham Town Council
Jane Clark	Chippenham and Villages Area Partnership (ChAP)
Martin Rose	Principal Highway Engineer
Spencer Drinkwater	Principal Transport Planner
John Clark	Chippenham Vision Board Chairman
Councillor Bill Douglas	Chippenham Area Board
Steve Cross	Divisional Highways Manager North
Kristian Price	Area Highway Engineer
Councillor Mary Mullins	Biddestone & Slaughterford Parish Council
Councillor Ray Stockall	Christian Malford Parish Council Chairman
Tim Martiensen	Chippenham Vision Board Director
Councillor Nina Phillips	Chippenham Area Board
Councillor Rick Squires	Kington St Michael Parish Council

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Wiltshire Council

Cabinet

15 February 2011

Subject: Outline Campus Development Timetable and Campus Management Proposal

Cabinet member: Councillor Jane Scott OBE, Leader of Council

Key Decision: Yes

Executive Summary

This report outlines the proposed future approach to how the Council facilitates the delivery of services from Campuses to neighbourhoods and communities in Wiltshire. It gives an overview of the campus development element of the Workplace Transformation Programme and the timetable for developing and implementing a proposed alternative approach to estate management and ownership that is flexible, innovative, expandable and not based on the continuation of existing service division or structures.

To meet the challenges facing local government and its partners and to complement the national context of the Localism Bill there is the potential to embrace alternative solutions to the management of public services. There is an opportunity for the Council to facilitate the delivery of value for money services tailored to local need and influenced by local people and partners. In order to do so, the council needs to take a holistic approach to the development of a single not for profit organisation that covers all of its local service delivery.

The proposals within this paper authorise the Workplace Transformation Programme to take forward the physical development of Campuses, with the long term aim to have each community area served by a campus, the style and content of which will vary depending on local needs, and to actively involve local communities in their delivery and management.

The long term proposal outlined in this report for estate management and service delivery is proposed to be centred on some form of not for profit organisation with a community purpose that delivers local services across Wiltshire and the two year preliminary management project will be designed to develop and test models to deliver this.

A future county wide management model would operate alongside the Council which would retain the responsibility for and concentrate on certain core services and strategic service specifications. It is proposed that a full options appraisal and preferred model is recommended to Cabinet prior to April 2013

and that the over arching organisation would ensure that rather than having a series of individual service based mutual or social enterprise vehicles the council would instead develop a single coherent approach within one overall programme of activity. However, there are many forms that this approach could take and the preliminary management outlined within this paper will enable a informed assessment of various options and models.

This approach will allow the council to expand its unique community based working and act as the facilitator and commissioner of an integrated new way of working whilst delivering the Big Society agenda. It is important to recognise that any large scale change to local delivery management and ownership will have a significant impact on the future size, shape and function of the council and Cabinet. Whilst creating a platform for analysis and providing approval for coordination of the councils over all approach to these issues, this paper does not request Cabinet to make a final decision, but rather to commence the work to allow Cabinet to make an decision prior to April 2013 whilst still allow the council to work positively with local communities in the mean time to develop, manage and deliver Campuses.

There is a need to establish appropriate management arrangements for the emerging community campuses and other operational estate. These buildings are community based and community focussed so it makes sense that local people have a direct role in their operations.

The implementation of a preliminary management project is the most suitable way to test the proposal and identify the most successful manner in which new management arrangements could be established to deliver and support certain public services in Wiltshire.

This report proposes the implementation of a preliminary management project in Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett which would commence in April 2011 as part of providing the evidence base for a future Cabinet decision on a long term model that would apply across the council.

The proposals set out in this paper will be delivered by the campus and operational estate management workstream that forms part of the Workplace Transformation Programme.

Proposals

That Cabinet:

- (i) approve the outline timetable and, subject to budget setting by full council, authorise the Workplace Transformation Programme to take forward the physical delivery of Campus buildings in conjunction with local communities.
- (ii) approve the work stream principles within the Workplace Transformation Programme covering the development and assessment of proposals for future management arrangements of

campuses and local service delivery.

- (iii) approve the implementation of the preliminary management project outlined in this paper, with the aim of making a further recommendation based on the outcome of this to Cabinet by April 2013. This subsequent recommendation will include a formal assessment of the suitability, long term viability, and costs of a range of options to deliver a single council wide approach to the creation of a strategic not for profit community led organisation encompassing both property ownership and local service delivery.

Reasons for Proposal:

There is a growing national impetus for local authorities to consider how public services can be decentralised and how local people can be given the opportunity to directly influence the service offer in their community. In addition there is a need to establish appropriate management arrangements for the emerging community campuses and other operational estate.

The proposals recognise this by authorising the implementation of a preliminary management scheme, which will assist the development of a fully costed options appraisal for a new Wiltshire wide community focused management arrangement to be formally considered by Cabinet prior to April 2013.

Mark Boden

Corporate Director Department of Neighbourhood and Planning

Subject: Outline Campus Development Timetable and Campus Management Proposal

Cabinet member: Councillor Jane Scott OBE, Leader of Council

Key Decision: Yes

Purpose of Report

1. This report outlines the proposed future approach to how the Council facilitates the delivery of services to neighbourhoods and communities in Wiltshire.
2. The report builds on the Leisure Review and outlines the proposed campus development programme and the timetable for developing and implementing an alternative approach to operational estate management and ownership.

Background

3. In December 2009 Cabinet confirmed its support for several projects which sought to rationalise properties within the Council's operational estate in order to provide fit for purpose accommodation for services. This has prompted a review of the whole operational estate which has resulted in an outline proposal to rationalise and improve it. In turn this will ensure the Council can reduce the risks associated with the operation of a large number of unsustainable buildings whilst significantly improving the services offered.
4. In December 2010 Cabinet approved the principle to improve indoor leisure provision across the county. The accompanying leisure review consultation exercise highlighted strong community support for leisure and in some areas support for alternative management arrangements under the assumption that appropriate support would be made available.
5. The rationalisation of the operational estate can be best described by the development of community campus buildings. A campus is a building, or collection of buildings, in a community area that provides all the services communities need in easy to access location/s. In this sense the term services is all encompassing and includes services delivered by the Council, its partners, other public service providers and services provided by the voluntary and community sector.
6. The Council is committed to providing or facilitating the development of a number of community campus buildings across the county. The design and

service offer of each building will directly reflect the needs of the area it serves therefore they will take different forms and will be driven by different factors. An indicative timeline of the campus development programme is provided in **Appendix A**.

7. There is a need to establish appropriate management arrangements for the emerging community campuses and other operational estate. These buildings are community based and community focussed so it makes sense that local communities have a direct role in their operations.
8. This paper proposes the implementation of a preliminary management project that would contribute to the long term objective of developing some form of not-for-profit community led organisation that delivers a variety of community services in Wiltshire. The concept is built around how the Council delivers to local people and local communities and aims to improve the levels of provision through tailor-made points of delivery. The Council would retain the overall responsibility for the delivery of certain core services, which could be specifically contracted to target specific outcomes to address local needs or inequalities.
9. This management project would assist in providing a platform that could, subject to further Cabinet consideration, ultimately create a single multi-service based vehicle to generate maximum financial robustness and long term viability. The approval of the project would allow the various activity in relation to alternative models of service delivery to be coordinated and delivered via a single strategic programme rather than by a series of individual service based initiatives and allow any future organisation to benefit from a sustainable and predictable income source and the capital assets of the campuses themselves.

Big Society and the Localism Bill

10. The emphasis of Big Society is to give communities more powers, encourage people to take an active role in shaping and delivering services and to decentralise power and funding. Crucially the initiative aims to support social enterprises and allow greater community involvement in the running of public services.
11. The Localism Bill provides the platform for the Council to develop proposals for local decentralisation. The proposed initiative set out in this paper is the embodiment of Big Society and Wiltshire's commitment to empower local residents.

Main Considerations for the Council

12. To meet the challenges facing local government and its delivery partners there is the potential to embrace alternative solutions to deliver value for money services tailored to local need. The development of an innovative not-for-profit distributing organisation model allows the reform and continued improvement of service delivery whilst minimising the financial impact on the

Council. It allows for surpluses to be reinvested into frontline community service and would enable local interests and needs to be foremost in service delivery.

13. There is an opportunity for the Council to expand on its excellent and unique community based working and act as the facilitator and commissioner of a new way of working at a community level. Crucially the Council will retain its role as a protector of public interests.
14. The not-for-profit distributing organisation proposal meets the six actions required to deliver decentralisation as identified in the Localism Bill. By definition a not-for-profit distributing organisation is likely to be less bureaucratic and in this sense the empowerment of local communities is critical to its success. It is intended that where possible local communities will have control over financial contributions to services in their area and the potential for alternative modes of service delivery will be fundamental to the business model. Additionally local people will be directing service delivery therefore local scrutiny and accountability is core to the governance structure.
15. A sustainable not-for-profit distributing organisation model would create opportunities for the Council to meet economic challenges and widen the scope for increased investment in services and assets. This also offers the potential reduction in the Council's costs of procuring and commissioning services, which will be tested through the preliminary management project.
16. Working with others is key to the success of the type of management proposed in this paper. There is scope to improve the links with a view to sharing the achievement of goals, improve local services for local people and gain efficiencies in service delivery. Partners could include the health sector, police, fire service, town and parish councils, Ministry of Defence, schools and third sector organisations amongst others.
17. An innovative not-for-profit distributing organisation model would create an environment where local people can influence the delivery and improvement of tailor made services in their community and promote social inclusion and resilience by increasing opportunities for volunteering.
18. An initial desktop appraisal has identified any number of services could be included but it is evident that a wider scope of services is critical to success and creates more opportunities to achieve economies of scale, capability and consistencies. This reflects the feedback from communities in relation to the leisure review and general good practice in respect of the development of sustainable not-for-profit organisations. However, the impact of such a large scale approach to devolved management on the future size, shape and function of the council will need careful assessment.

Workstream Principles

19. The following principles form the basis of any options appraisal that would be carried out and apply to the future management arrangements of existing and future operational estate.

- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.
- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the delivery of local services.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering.
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Accessible decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

Preliminary Management Project

20. The implementation of a preliminary management project is the most suitable way to test the proposal and identify the most successful manner in which a countywide not-for-profit distributing organisation could be established to deliver and support public services in Wiltshire.
21. In order to carry out a constructive preliminary management project that the Council can extract valuable information from it would be necessary to work in those community areas that display certain characteristics. For example the operational estate may be in a particularly poor condition or there is evidence to suggest service needs are not being met. Additionally in some community areas there is already an appetite from various parties for a campus building and new or improved facilities are immediately deliverable.
22. Taking the above into account and assuming formal support, Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett have been identified as

suitable locations for the preliminary management project. An indicative timeline that would be applied to the project can be found in **Appendix B**.

23. Assuming the council pursue the proposals in this report the local and partner provision will be defined through a process of service and community engagement via the Workplace Transformation Programme. The approach will depend on the individual needs of services and the community being served. Engagement will encompass the following principles:
- (i) Clear leadership to ensure the customer is central to sustainable future service delivery.
 - (ii) Consultation with stakeholders using a variety of methods leading to a service design specification.
 - (iii) A cost-benefit analysis against proposals.
 - (iv) Mutual agreement from service users, the community and the Council leading to implementation.
24. A specific project reporting structure within the Workplace Transformation Programme will be implemented to oversee and monitor the preliminary management project. This will include a member advisory board that will be responsible for influencing the project. An officer working group with representatives from services across the authority will be formed.

Indicative Timeline

25. The preliminary management project will be in place from April 2011. Preparation will then take place to ensure a draft version of the strategic legal vehicle required to underpin the project is ready by early 2013. Provided the full options appraisal and full model that will be recommended to Cabinet prior to April 2013 is approved the, legal vehicle can then be put in place in readiness for the transfer of services during the 2013/14 financial year. Alongside this the council would work with communities within the context of the preliminary management project from April 2011 to define the service offer locally.
26. In order to identify the most appropriate governance arrangements the Council will need to develop, assess and test preferred options through the preliminary management project. This work will take place between April 2011 and March 2013.

Environmental and Climate Change Considerations

27. The development of the campus buildings and the rationalisation of operational estate will significantly reduce the Council's carbon emission by at least 40%.
28. This reduction will occur due to the high construction and quality standards that will be applied to the new build and refurbished facilities and measures

will be taken to mitigate against wider environmental risks through an extensive climate change adaptation project where appropriate.

Equalities Impact of the Proposal

29. An equality impact assessment has been completed which demonstrates that the campus development programme and the resulting proposals for management fully promote equality of opportunity. Services and operational estate will be designed to meet immediate local need and improvements will mean improved, fully accessible services and facilities for all sections of the community.

Risk Assessment

30. **Table 1** highlights the headline risks and proposed management of those risks associated with the proposals in this report.

Table 1

Risks of proposals	Mitigation of risks
Financial investment with long term commitments.	<p>All financial and delivery aspects form part of the wider workplace transformation programme which reduces the risk as any expenditure will be considered against priorities within a single programme</p> <p>Prudent budgetary management will be applied and savings captured centrally.</p> <p>Inevitable reduction in financial support for delivery of frontline services through a reduced community services fee and reduced building operational costs.</p> <p>Robust, detailed, evolving risk assessment to be completed and monitored.</p>
Inevitable loss of some control over service provision.	<p>The proposal firmly meets the national agenda to decentralise services so the council can be confident that it is delivering against political desire.</p>
The need to develop legal governance arrangements.	<p>Seek specialist external advice throughout project.</p> <p>Legal services and financial services to have a key role on project working group.</p> <p>Robust, detailed, evolving risk assessment to be completed and monitored.</p>
Communities not having the desire to get involved.	<p>The council and partners, particularly from the third sector organisations, to provide a robust support network and to continue to assist communities in realising sustainable decentralisation.</p> <p>Develop a comprehensive communication plan which enables the council to be proactive as opposed to reactive.</p>

Financial Implications

31. All future proposals brought forward via the Workplace Transformation Programme that have capital investment proposals and/or revenue implications will be assessed on an individual basis and will be subject to the council's budget setting process and approval.
32. The Council's business plan includes revenue proposals that cover the anticipated project management from April 2011. These have been assessed as part of the 2011/12 budget setting process and will be approved at Council on 22 February 2011.
33. The final options appraisal for the delivery of a future management model will include a full financial appraisal.

Legal Implications

34. The proposal set out in this paper will be subject to various legislative provision and the legal risks to the Council and will be minimised as the project develops with the use of specific external legal advice where appropriate and effective monitoring and influence from legal services.

Options Considered

35. Two distinct options have been assessed in the development of this report:
 - (i) The Council retains responsibility for all operational estate.
 - (ii) The Council delivers the proposal set out in this report.
36. Option (i) has been discounted as broadly speaking the retention of all operational estate under the current arrangements does not provide a sustainable financial model for future service delivery. In addition option (i) does not allow the Council to reduce operational costs and it lessens the opportunities to deliver an innovative approach to the wider Big Society and decentralisation agendas.
37. Option (ii) has been identified as the most appropriate way forward as it offers a variety of benefits and opportunities to the council and local communities. Examples include paving the way for an innovative approach to decentralisation, improved tailor made services, full community influence, increased opportunities for volunteering, more partnership working, engagement with marginalised groups in the community and fewer restrictions than those placed on a local authority. In addition there are potential financial advantages for the community purpose vehicle and the capacity to attract external investment from sources not accessible to the council.

Conclusions

38. Cabinet are recommended to approve the proposals in this report for the reasons set out.

Mark Boden

Corporate Director, Department of Neighbourhood and Planning

Report Authors:

Mark Stone, Programme Director - ICT, Information Management and Workplace Transformation, Workplace Transformation Programme

Lucy Murray Brown, Campus & Operational Estate Management Lead, Workplace Transformation Programme

Date of report: 2 February 2011

Background Papers

The following unpublished documents have been relied on in the preparation of this report: None

Appendices

Appendix A Indicative community campus programme timeline

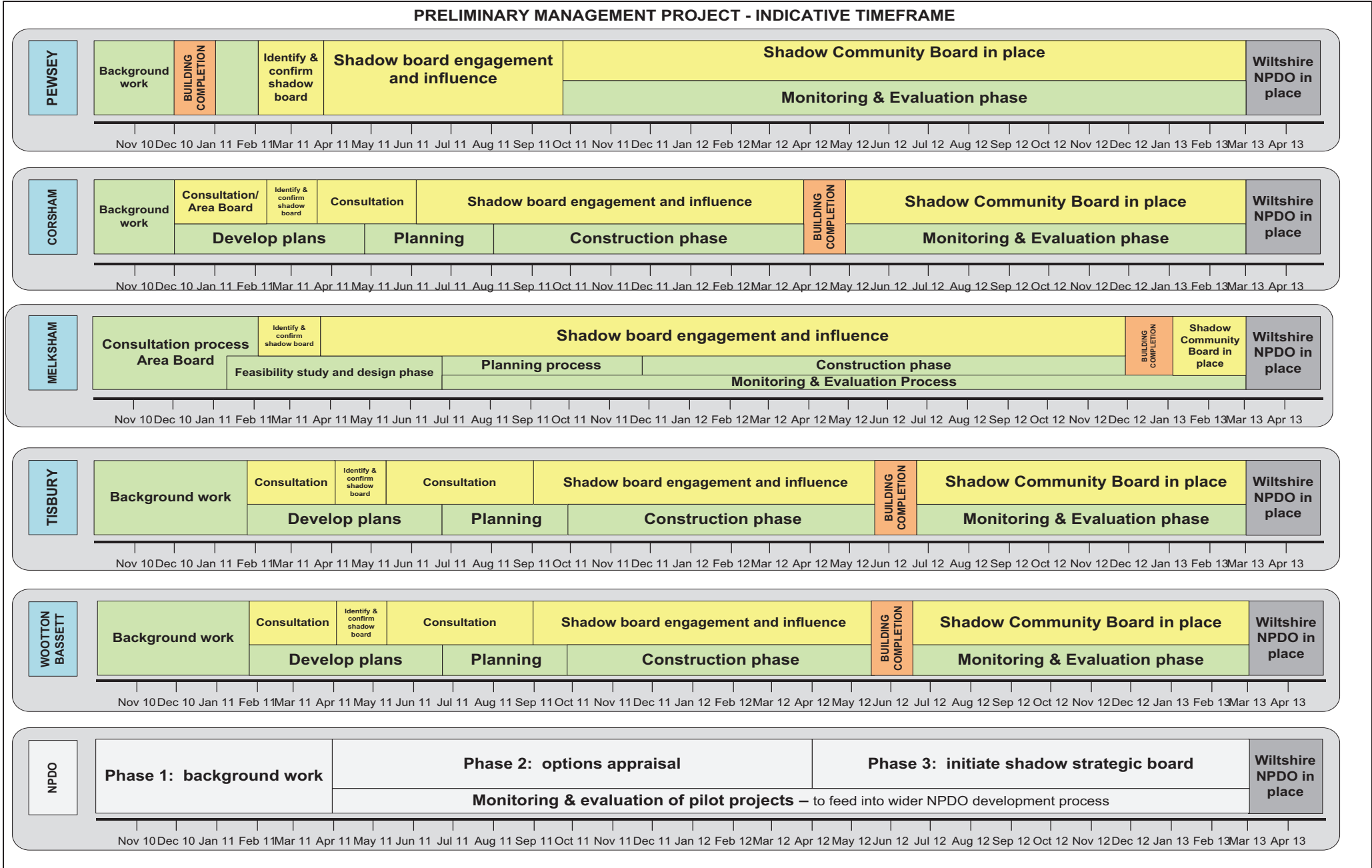
Appendix B Indicative pilot management scheme timeline

Appendix C Draft programme team structure

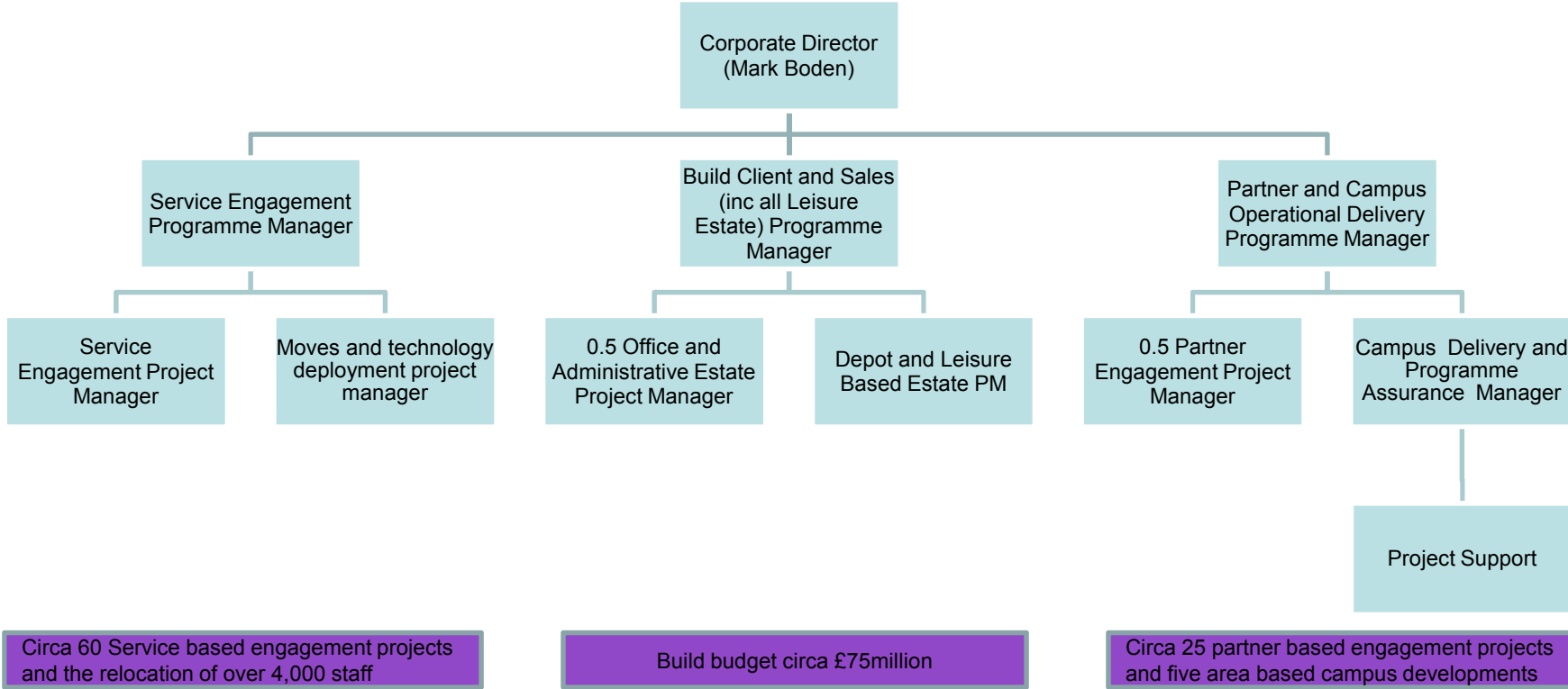
**APPENDIX A
COMMUNITY CAMPUSES - INDICATIVE PROGRAMME**

	2010	2011			2012				2013				2014/15	
	Oct-Dec 10	Jan-Mar 11	Apr-Jun 11	Jul-Sep 11	Oct-Dec 11	Jan-Mar 12	Apr-Jun 12	Jul-Sep 12	Oct-Dec 12	Jan-Mar 13	Apr-Jun 13	Jul-Sep 13	Oct-Dec 13	
SECOND TRANCHE														
Amesbury		Consultation/Design			Planning		Construction				Occupy			
<i>Property Sales</i>									Strategy	Develop plan/Market	Sales			
Chippenham (2)		Consult/Design		Planning		Construction			Occupy					
<i>Property Sales</i>							Strategy	Develop plan/Market	Sales					
Corsham		Consult/Design		Planning		Construction		Occupy						
<i>Property Sales</i>					Strategy	Develop plan/Market		Sales						
Cricklade									Occupy					
<i>Property Sales</i>									Occupy?					
Devizes														
<i>Property Sales</i>														
Melksham		Consultation/Design			Planning		Construction				Occupy			
<i>Property Sales</i>								Strategy	Develop plan/Market	Sales				
Pewsey (2)		Design	Refurbish/Remodel		Occupy									
<i>Property Sales</i>	N/A													
Salisbury (1)		Design	Planning		Construction		Occupy							
<i>Property Sales</i>					Strategy	Develop plan/Market		Sales						
Tisbury		Consult/Design		Planning		Construction		Occupy						
<i>Property Sales</i>						Strategy	Develop plan/Market		Sales					
Trowbridge		Consultation/Design				Planning		Construction				Occupy		
<i>Property Sales</i>										Strategy	Develop plan/Market		Sales	
Warminster (1)		Remodel	Occupy											
<i>Property Sales</i>	N/A													
Wootton Bassett		Consult/Design		Planning		Construction		Occupy						
<i>Property Sales</i>														
THIRD TRANCHE														
Bradford on Avon														Occupy
Calne														Occupy
Malmesbury														Occupy
Marlborough														Occupy
Mere														Occupy
Salisbury (2) - City Hall		Design		Remodel		Occupy?		Remodel		Occupy?				
Southern Wilts (Downton)														Occupy
Tidworth	?													Occupy
Warminster (2)														Occupy
Westbury														Occupy
Wilton														Occupy

PRELIMINARY MANAGEMENT PROJECT - INDICATIVE TIMEFRAME



Proposed Programme Team Structure



CAMPUS AND OPERATIONAL DELIVERY PROGRAMME**Campus & Operational Estate Management Workstream****Draft Terms of Reference for Shadow Community Operations Board****1 Background**

On 15 February 2011 Wiltshire Council's Cabinet approved the implementation of the Campus and Operational Delivery Programme. The Programme will:

- Work with local communities to develop, facilitate and deliver community campus buildings across Wiltshire which seek to co-locate existing Council and partners services in one accessible location (or possibly more if appropriate) in a community area.
- Carry out the development of campus facilities in line with the Campus and Operational Management workstream principles (noted in section 2 of this document).
- Implement the Preliminary Management Project which will test the potential to develop some form of community driven strategic non-profit distributing organisation to deliver and support public services across Wiltshire.

Some of the benefits that the Council is seeking to achieve from a campus are:

- Accessible facilities that accurately reflect the specific needs of the local area being served.
- Reducing the Council's estate producing an estimated 40% reduction in operational costs across all estate (this is an estimation based upon an initial assessment of the impact of the Workplace Transformation Programme which preceded the Campus and Operational Delivery Programme).
- Combining point of contact arrangements and improving accessibility to services.
- Developing and providing sustainable and energy efficient buildings.
- Ensuring long term flexibility in terms of the use of space is fundamental to the design.
- Developing the synergies between the management of individual services at a community level.
- Working with communities to develop a coherent and effective volunteering policy relevant to the local campus.
- Reducing the current overall risk to the Council from aging, disparate and inefficient buildings.
- Increased, beneficial and sustainable partnership working.

Fundamental to the successful implementation of the programme is the commitment to empower local people to have a direct influence on the delivery of public services in their area. This supports the concepts of Localism and the decentralisation of decision making to local communities.

The Preliminary Management Project will initially be focused on Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett. This will encompass the creation of Shadow Community Operations Boards, reporting into the Area Board who will make final recommendations to Cabinet for their consideration. The Shadow Community Operations Boards, will, subject to the agreement of the Area Board, take on a key role in coordinating and leading communications, influencing, and local engagement. This will cover areas such as the consultation processes, commenting on facility design and development and the ongoing indirect management and strategic planning of the resulting campus facility.

The preliminary management project will be in place from April 2011 through to April 2013 unless the Council determines otherwise.

2 Campus Management Principles

The Shadow Community Operations Board will need to work with the Council and its partners to ensure that the following approved principles are delivered:

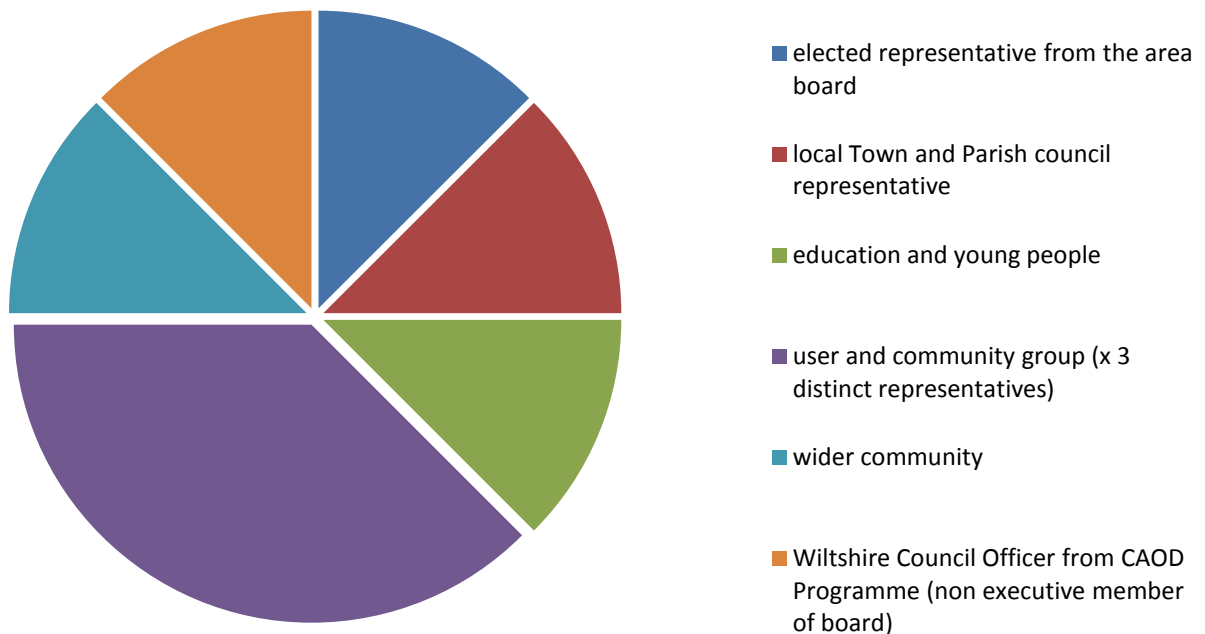
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.

Version3 – 5/4/11

- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the localisation of service delivery.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering and community involvement
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Provide accessible local decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

3 Membership

The shadow community operations board membership will be determined by the Area Board and should consist of an appropriate, mutually agreeable representative from the following broad sectors of the local community area:



- (i) There will be one representative for each party identified.
- (ii) The board will need to nominate a chairperson at its inaugural meeting.
- (iii) The board will need to determine if the suggested representation appropriately reflects the description of the party.
- (iv) There will be up to three representatives identified by the user and community group sector and approved by the Area Board. Such representatives should be selected so as to ensure proper representation from distinct interest groups within that sector.
- (v) The Wiltshire Council liaison representative will be an officer from the Campus and Operational Delivery Programme team and will be invited to sit on the board as a non-executive party.
- (vi) Each party should endeavour to be represented at each formal meeting.
- (vii) Each executive party will have equal rights.

4 Roles and responsibility

4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability for the preliminary management project and ensure the workstream principles are met.
- (ii) As required by the Area Board, to effectively manage the communications of the project within the community area and to liaise with the officer working group to ensure any locally focused communications plan complements the wider strategic communications plan.

- (iii) To make representation to the Area Board based on ongoing community engagement and consultation to determine or recommend levels of services provided within each phase of the project.
- (iv) To work with the Area Board to identify local partners and facilitation and support of sustainable partnership working.

4.2 Responsibility for outcomes

- (i) To define community need and make recommendations to the Area Board over facility specification and operations.
- (ii) Support the Area Board in the delivery of the campus building.
- (iii) On behalf of the Area Board develop, and subject to future cabinet approval, implement a local volunteering strategy (specific framework for the engagement and management of volunteers) to support the campus.
- (iv) Influence the campus design and specification where appropriate by recommendation to the Area Board
- (v) Positive engagement in the ongoing strategic planning, programming and operation of the campus

4.3 Project coordination and reporting

- (i) To develop a community led action plan that clearly sets out the approach the shadow board will take and seek Area Board approval for this
- (ii) To assist the Campus and Operational Delivery Team in developing, managing and monitoring the progress and delivery of an action plan
- (iii) To assess any potential risks and advise the Campus Management Working Group and Area Board accordingly.
- (iv) To develop a marketing plan and strategy, to be supported by the Council, that sets out the proposed approach to maximising sustainable community use of the campus facility, subject to approval by the Area Board and Wiltshire Council Cabinet
- (v) To ensure a co-ordinated community approach to the engagement, development and operation of a campus facility.
- (vi) To report progress and make recommendations to the Area Board and officer working group for improved services, community orientated services based upon need, facility development and local opinion
- (vii) Partner role in the wider not for profit distributing management options and governance appraisal

4.4 The role of Wiltshire Council

- (i) The ultimate responsibility for all service delivery and responsibility for the delivery of the Campus will remain with the Council for the duration of the preliminary management project.
- (ii) There may be elements or decisions required within the preliminary management project that will need to be determined by elected members of the Area Board or Cabinet following recommendation to them by the Area Board
- (iii) The Council will endeavour to support the approach the Shadow Community Operations Board takes where that approach supports the principles set out in section two of this document and has been supported by the Area Board

5 Outcomes

- (i) The local community and partners in the widest sense are informed and proactively engaged with the process of delivering and the future operation of a community campus.
- (ii) The community campus is delivered within the timescales set, with full proactive engagement from the local community and the service delivery meets local needs.
- (iii) The community-led aspect of campus delivery is clearly defined, managed and continually assessed to ensure maximum use of the facility by the local community and continued engagement in concept of local people directly influencing the delivery of local services.

6 Confidentiality

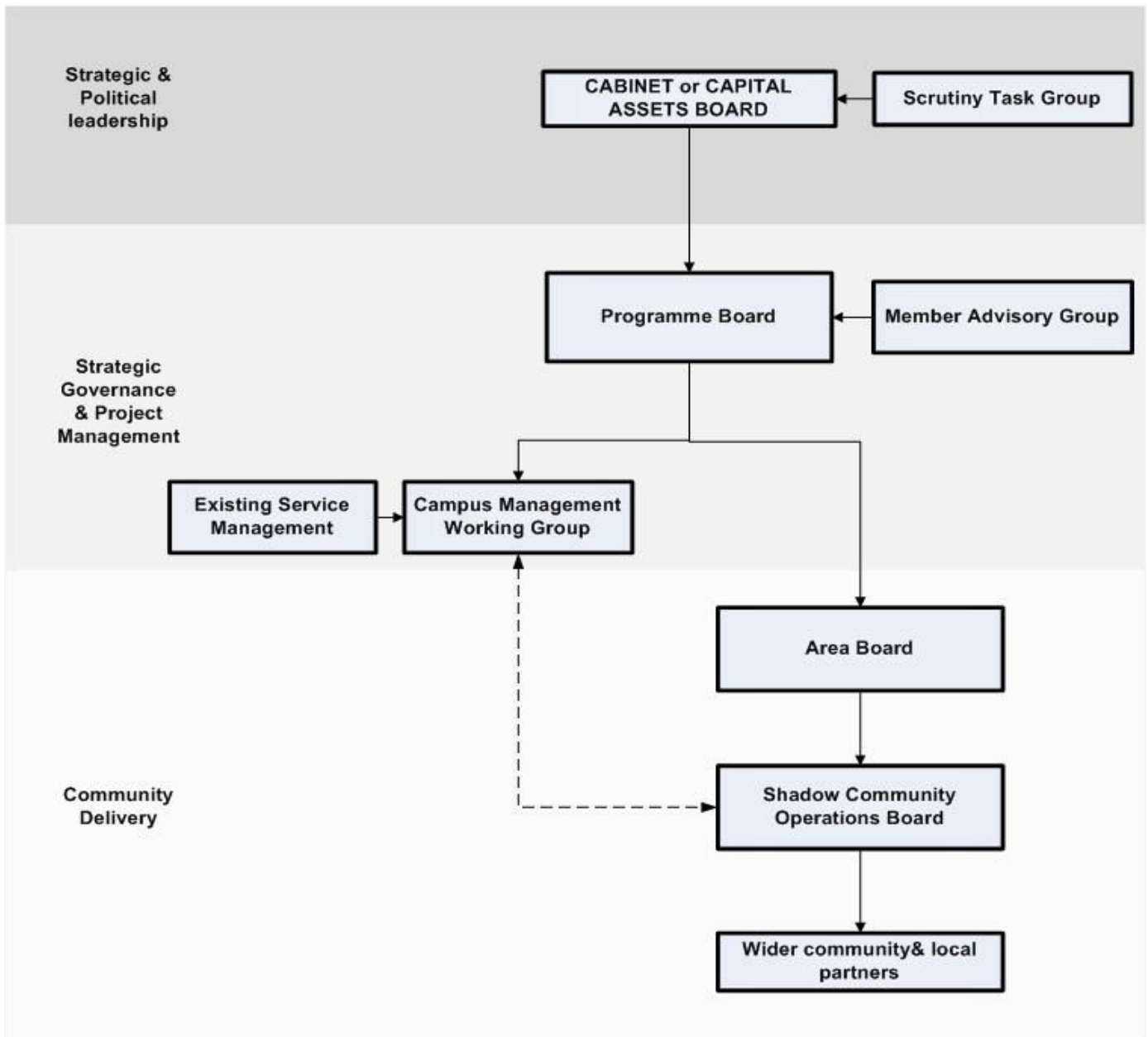
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or items are confidential. Should any participant be unable to respect this request they must absent themselves from the meeting prior to discussion and consideration of the relevant item.

7 Governance Arrangements

The project remit currently extends up to April 2013. Prior to this there is a need to implement an interim governance structure that provides an appropriate framework to operate. It should be noted that managerial responsibility for operations, health and safety, staff etc remains with the Council for the duration of the project however there is scope for the Shadow Community Operations Board to influence, plan and programme services, subject to Cabinet approval following a recommendation from the Area Board. A chart showing the relationships between the various parties is noted below.

- (i) The Shadow Community Operations Board will meet as necessary and as determined by the Board.
- (ii) The Shadow Community Operations Board will be chaired by a representative elected by the Board.
- (iii) The Shadow Community Operations Board will report to the Area Board, but where request to do so by the Area Board, may provide advice directly to the Campus Management Working group, which is a cross departmental officer team coordinated by the Campus and Operational Delivery Programme.
- (iv) The administration of the Shadow Community operations Board will be the responsibility of the Board itself.
- (v) There may be occasions whereby sub-groups of the Shadow Community Operations Board will be necessary. In this instance any sub-group will report directly to the Shadow Community Operations Board in governance terms.

Preliminary Management Project Governance Arrangements



CHIPPENHAM AREA BOARD FORWARD PLAN

ITEM 17

Please note that this is a working document which is subject to change due to availability of the relevant officers/partners and relevant time scales.

Date	Location	Area Board Agenda Items	Cabinet Member Attending
Monday 12 September 2011	Abbeyfield School, Chippenham	<p>Provisional Items New Waste and Recycling Service – garden waste, plastic and cardboard Community Area Joint Strategic Assessments Help to Live at Home Great Western Hospital – Transfer of Community Services Fees and Charges Policy</p> <p>Community Area Grants will be considered</p>	Portfolio Holder (to be confirmed)
Monday 14 November 2011	The Pheasant Inn, Chippenham	<p>Provisional Items None at present</p> <p>Community Area Grants will be considered</p>	Councillor Lionel Grundy (Children's Services)

Monday 9 January 2012	Monkton Park Offices, Chippenham	Provisional Items Fortnightly Waste Collection Service Community Area Grants will be considered	Portfolio Holder (to be confirmed)
Monday 5 March 2012	The Neeld Hall, Borough Parade, Chippenham	Provisional Items None at present Community Area Grants will be considered	Councillor Toby Sturgis (Waste, Property, Environment and Development Control)

Chippenham Area Board Officer Contacts:

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Democratic Services Officer: Penny Bell (penny.bell@wiltshire.gov.uk)

Service Director: Parvis Khansari (parvis.khansari@wiltshire.gov.uk)