

# AGENDA

**Meeting:** TIDWORTH AREA BOARD  
**Place:** Castle Primary School, Short Street, Ludgershall, SP11 9RB  
**Date:** Monday 19 September 2011  
**Time:** 7.00 pm

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Including the Parishes of Chute, Chute Forest, Collingbourne Ducis, Collingbourne Kingston, Enford, Everleigh, Fittleton, Ludgershall, Netheravon, Tidcombe and Fosbury, and Tidworth.

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**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 6:30pm.**

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Please direct any enquiries on this Agenda to Kevin Fielding (Democratic Services Officer), on 01249 706612 or email [Kevin.fielding@wiltshire.gov.uk](mailto:Kevin.fielding@wiltshire.gov.uk)

or Mary Cullen (Tidworth Community Area Manager), 01722 434260 or email [mary.cullen@wiltshire.gov.uk](mailto:mary.cullen@wiltshire.gov.uk)

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

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

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## Wiltshire Councillors

Chris Williams (**Chairman**)

Mark Connolly (**Vice Chairman**)

Charles Howard

Ludgershall and Perham Down

Tidworth

The Collingbournes and Netheravon



Items to be considered	Time
<p>1. <b>Chairman's Announcements, Welcome and Introductions</b></p> <p>To receive Chairman's Announcements including:</p> <ul style="list-style-type: none"> <li>• Core Strategy Consultation – Update.</li> </ul>	<p><b>10 mins</b></p>
<p>2. <b>Apologies for Absence</b></p>	
<p>3. <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	
<p>4. <b>Minutes (Pages 3 - 18)</b></p> <p>a. To approve and sign as a correct record the minutes of the meeting held on 18 July 2011.</p> <p>b. Matters arising from the last meeting.</p>	
<p>5. <b>Cabinet Member Questions</b></p> <p>Cllr Stuart Wheeler - cabinet member for Campus Development and Culture (including Leisure, Sport and Libraries) will give an overview of his portfolio and take any questions.</p>	<p><b>15 mins</b></p>
<p>6. <b>Community Area Campus - Update (Pages 19 - 36)</b></p> <p>To inform the Board on the development of campuses across the county and plans for the local area.</p> <p><i>Cllr Stuart Wheeler and Lucy Murray-Brown</i></p>	<p><b>30 mins</b></p>
<p>7. <b>Youth Activities - Update</b></p> <p>To inform the Board of youth activities that taken place over the summer throughout the community area.</p> <p><i>Wendy Higginson YDS</i></p>	<p><b>20 mins</b></p>

8.	<p><b>Action For Children - Update</b></p> <p>To inform the Board of their recent inspection and the work that is being carried out with local families.</p> <p><i>Betty Dobson Action 4 Children</i></p>	<b>10 mins</b>
9.	<p><b>Community Evidence Event - December 2011</b></p> <p>An outline of a proposed community event from the Community Area Manager.</p> <p><i>Mary Cullen, Community Area Manager and Cllr Chris Williams</i></p>	<b>10 mins</b>
10.	<p><b>Update on Issues Raised</b></p> <p>An update from the Community Area Manager regarding issues raised.</p> <p><i>Mary Cullen, Community Area Manager</i></p>	<b>5 mins</b>
11.	<p><b>Updates from Town and Parish Councils, the Police, the Army, NHS, TCAP and other Partners (Pages 37 - 44)</b></p> <p>To receive any verbal updates, in addition the following written updates are attached to the agenda:</p> <ul style="list-style-type: none"> <li>• Fire</li> <li>• Police</li> <li>• NHS</li> </ul>	<b>20 mins</b>
12.	<p><b>Community Area Grants (Pages 45 - 58)</b></p> <p>To determine any applications for Community Area Grants.</p> <p>Grant application packs for the Community Area Grants Scheme are available from the Community Area Manager or electronically at:</p> <p><a href="http://www.wiltshire.gov.uk/communityandliving/areaboards/areaboardscommunitygrantsscheme.htm">http://www.wiltshire.gov.uk/communityandliving/areaboards/areaboardscommunitygrantsscheme.htm</a>.</p>	<b>10 mins</b>
13.	<p><b>Date of Next Meeting, Forward Plan, Evaluation and Close</b></p> <p>The next meeting of the Tidworth Area Board will be on Monday 21 November 2011 at the Phoenix Hall, Netheravon.</p>	<b>5 mins</b>

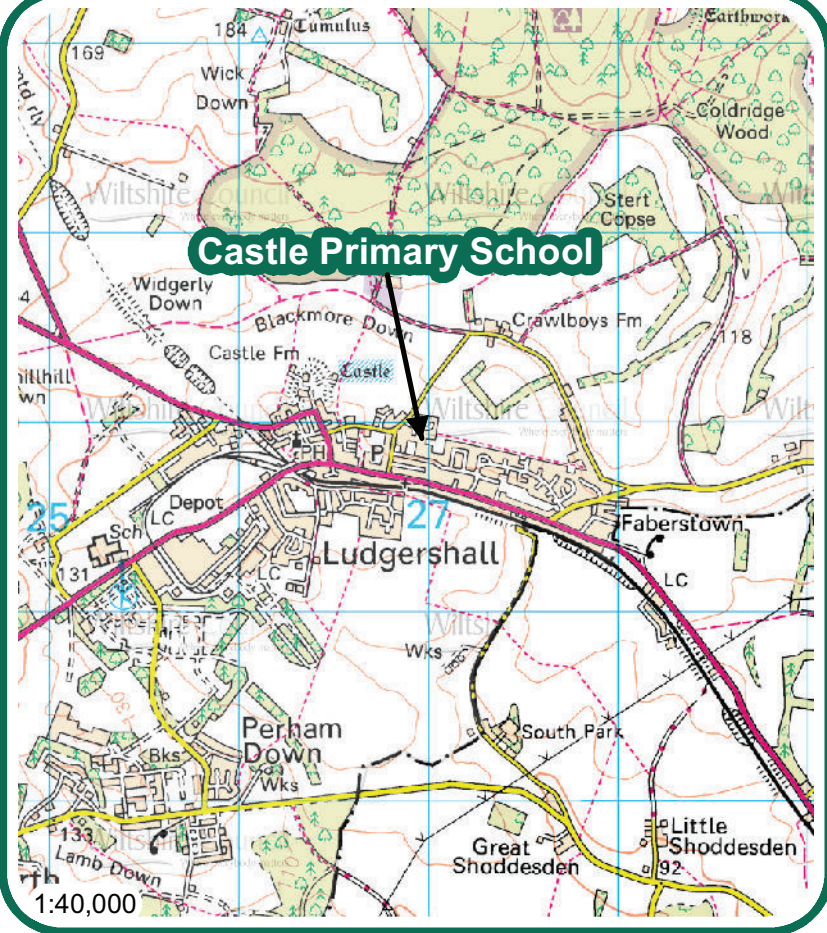
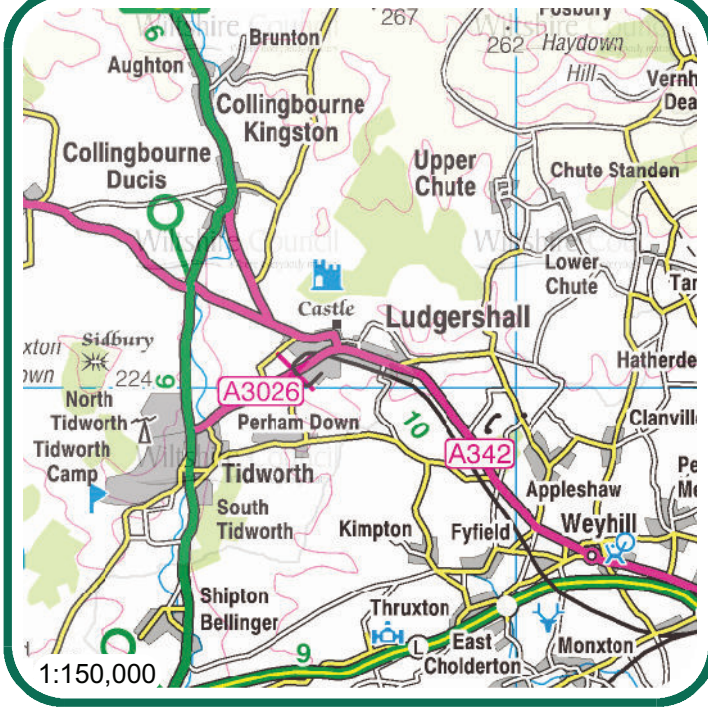
### **Future Meeting Dates**

Monday 21 November 2011 – 7.00pm Phoenix Hall

Monday 16 January 2012 – 7.00pm Wellington Academy TBC

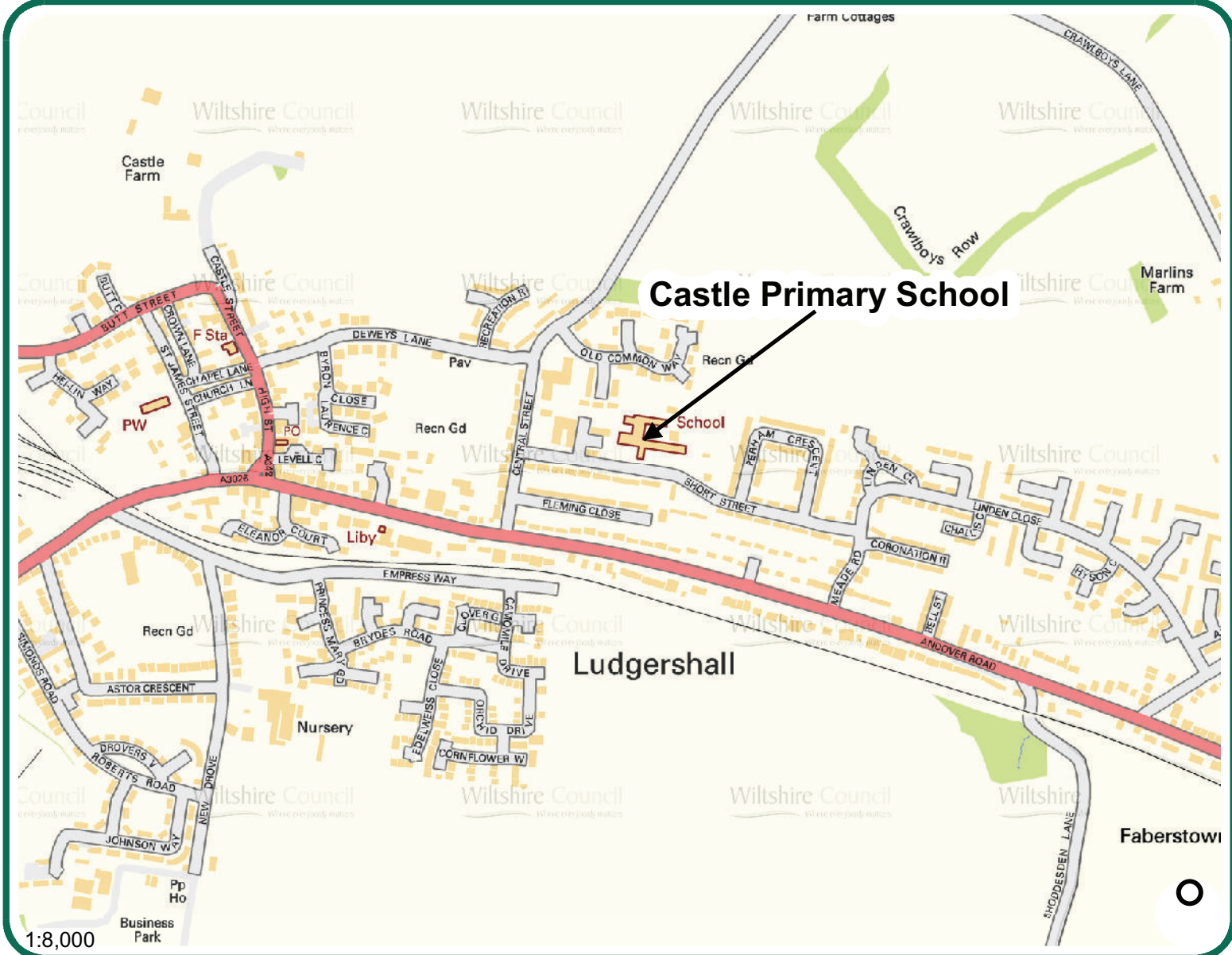
Monday 19 March 2012 – 7.00pm Clarendon Junior School





**Castle Primary School**  
 Short Street  
 Ludgershall  
 Wiltshire  
 SP11 9RB


  
 Where everybody matters







## MINUTES

**Meeting:** TIDWORTH AREA BOARD  
**Place:** Enford Village Hall, Longstreet, Enford, SN9 6DD  
**Date:** 18 July 2011  
**Start Time:** 7.00pm  
**Finish Time:** 9.00pm

Please direct any enquiries on these minutes to:

Lisa Moore (Democratic Services Officer), Tel: 01722 434560 or (e-mail) [lisa.moore@wiltshire.gov.uk](mailto:lisa.moore@wiltshire.gov.uk)

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

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### **In Attendance:**

#### **Wiltshire Councillors**

Cllr Christopher Williams (Chairman), Cllr Mark Connolly (Vice Chairman),  
Cllr Charles Howard and Cllr John Brady, Cabinet Representative for Finance,  
Performance and Risk.

#### **Wiltshire Council Officers**

Lisa Moore, Democratic Services Officer  
Mary Cullen, Community Area Manager (CAM)  
Alistair Cunningham, Service Director for Economy and Enterprise

#### **Town and Parish Councillors**

Tidworth Town Council – H Jones & E O'Connell  
Ludgershall Town Council – K Beard, M Betteridge, J White & O White  
Chute Parish Council – M Winterbourne  
Collingbourne Ducis Parish Council – J Chandler  
Enford Parish Council – S Bagwell, N Beardsley, M Fay & K Monk  
Everleigh Parish Council – D Bottomley

#### **Partners**

Wiltshire Police – Inspector M Sweett  
Wiltshire Police Authority – G Mortimer  
Garrison – Colonel P Tabor  
Community Area Partnership – T Pickernell & R Jones  
CAYPIG – W Higginson

**Total in attendance: 47**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Tidworth Area Board.</p>
2.	<p><u>Election of the Chairman</u></p> <p>In accordance with the Council's Constitution (part 3, paragraph 4.8), the Chairman announced that he would vacate the Chair for item 2 as he was seeking re-election to the position of Chairman. Councillor Mark Connolly took the chair for this item.</p> <p>Councillor Connolly invited nominations for the position of Chairman of the Tidworth Area Board for the forthcoming year 2011-12.</p> <p><b><u>Decision</u></b>  <b>Councillor Chris Williams was appointed as Chairman of the Tidworth Area Board for the forthcoming year 2011/12.</b></p> <p><i>Councillor Williams in the Chair</i></p>
3.	<p><u>Election of the Vice Chairman</u></p> <p>The Chairman, Councillor Williams invited nominations for the position of Vice-Chairman of the Tidworth Area Board for the forthcoming year 2011-12.</p> <p><b><u>Decision</u></b>  <b>Councillor Mark Connolly was appointed as Vice-Chairman of the Tidworth Area Board for the forthcoming year 2011/12.</b></p>
4.	<p><u>Nominations of Representatives to Outside Bodies</u></p> <p>The nominations to Outside Bodies would be carried over for 2011/12 as per the table attached to the agenda.</p>
5.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Mike Franklin – Wiltshire Fire &amp; Rescue Service</li> <li>• Michael Meade – St James Church Magazine</li> </ul>

6.	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
7.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the previous meeting held on 16<sup>th</sup> May 2011 and the extraordinary meeting held on 6<sup>th</sup> June 2011, were agreed as a correct record and signed by the Chairman.</b></p>
8.	<p><u>Matters Arising</u></p> <p>The Chairman announced that following the Extraordinary Board meeting held on Monday 6<sup>th</sup> June 2011, where the Board discussed the proposals for a waste transfer site at Castledown Business Park, a group had formed called 'No2Waste'. This group had produced a petition against the proposed site, the petition contained over 1,000 signatures. Councillor Williams accepted the petition on behalf of the Board and informed them that it would be logged with Democratic Services who would then pass the information to the relevant officer or committee for consideration.</p> <p>Mary Cullen, Community Area Manager gave the following updates:</p> <ul style="list-style-type: none"> <li>• <b>Speed guns</b> - Four additional speed guns had been purchased which should help to alleviate pressure when guns are out of action for calibration. In addition to this, four more would soon be on order, to help give adequate cover across the county. There would be 26 guns across 46 Community Speed Watch groups.</li> <li>• <b>Request for a 20mph speed limit in Haxton and Fittleton</b> – The review of C class roads would take place in 2013/14. There is likely to be a trial of 20 mph speed limits in five locations across the county. However the results are unlikely to be published for at least 12 months.</li> </ul> <p>Councillor Mark Connolly added that in addition to the review on C class roads, Area Boards would be involved at looking at the speed limits on these C class roads. Further information on this would follow when available.</p>
9.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <p><b>Queen Elizabeth II Playing Fields Challenge</b></p>

	<p>Two fields in Ludgershall owned by Wiltshire Council had been identified; however it was felt that only one of these (a large open field opposite Empress Way) was really suitable. Ludgershall Town Council had been approached; and they had confirmed that they did not have an interest in the site, therefore the Area Board decided to put this forward for consideration as a suitable venue. Town or parish councils could also nominate their own land directly.</p> <p><b>Core Strategy Exhibition 20<sup>th</sup> July 2011</b> An exhibition on the Core Strategy Consultation and the Draft Waste Site Development Plan had been scheduled for Wednesday 20<sup>th</sup> July 2 – 8pm at the Memorial Hall in Ludgershall. This would be the public’s opportunity to input into the consultation, the Chairman urged anyone interested to go along.</p> <p><b>Award Received by Lydia Baos</b> The ‘Skills for Health’ project supported by Tidworth Area Board last year, had recently won an award for reducing health inequalities in community areas, coming first out of 12 nominations in that category. The Chairman congratulated Lydia Baos and her team for receiving the award.</p> <p><b>Update on Community Asset Transfer</b> The Community Asset Transfer of the Rose Garden to Ludgershall Town Council was now complete. The transfer of land on St Andrews Road to the MOD was still in progress and would be completed shortly.</p> <p><b>Youth Initiatives Funding</b> An allocation of £5,024 youth initiative budget had been allocated for 2011/12 however with the roll over from the previous year, this would total £6,228 for youth projects this financial year.</p> <p>The Board was proposing to hold a participatory budget event in November 2011, where they would invite bids of up to £1,000 for youth projects. For more information and to submit proposals, contact Mary Cullen, Community Area Manager.</p>
10.	<p><u>Current Consultations</u></p> <p>The Chairman informed people that if they wished to feed in to any of the consultations running, they could do so by going on line or by visiting a local library.</p> <p>To take part on line, click on the link: <a href="http://consult.wiltshire.gov.uk/portal">http://consult.wiltshire.gov.uk/portal</a></p>
11.	<p><u>Cabinet Representative - Councillor John Brady</u></p> <p>Councillor John Brady, Cabinet Representative for Finance Performance and Risk, gave a brief outline of this area of responsibility.</p>

	<p>The council had been hit with facing some very large cuts of about £41 million over the next four years. The council expected to achieve £100 million of reoccurring savings over the four years, this divided by four years equated to £25 million a year. This would be achieved mainly through reshaping services, procurement and management restructure.</p> <p>Pressure comes from Adult Social Care, as the amount of money that the council aims to invest over the next few years was quite high. This was not an area where you could predict the budget for the amount of people who would need care or who may go into hospital and require care.</p> <p>A question was raised from a young person in the room who asked if it was fair that youth service would be cut by £600k the following year. Councillor Brady explained that it was a case of working more efficiently to provide the same service for less.</p> <p>The Chairman thanked Councillor Brady for attending.</p>
12.	<p><u>Youth Development Services 13-19 Commissioning Strategy</u></p> <p>Kevin Sweeney, Area Manager (North and East) gave a presentation outlining the plans for improving the services for the 13 – 19 age range. He explained that this was not a predetermined consultation, but one which was open to views and comments, with the key aim of improving the outcomes available to 13 – 19 year olds.</p> <p>Wiltshire Children’s Trust draft commissioning strategy contained the following sections:</p> <ul style="list-style-type: none"> <li>• An introduction including the purpose and scope.</li> <li>• The national and local context for work with 13 to 19 year olds.</li> <li>• Local needs and services.</li> <li>• An analysis of the current position from the point of view of young people and the staff and managers who work with that age range.</li> <li>• 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 were now being sought.</li> </ul> <p>A handout was circulated which contained a number of suggested commissioning priorities outlined below:</p> <ol style="list-style-type: none"> <li>1. Maximising the participation and involvement of young people</li> <li>2. Improving educational attainment</li> <li>3. Supporting young people to move into employment and training</li> <li>4. Improving access to information, advice and guidance</li> <li>5. Increasing the availability of affordable housing</li> </ol>

	<ol style="list-style-type: none"> <li>6. Reducing the number of young people who are unable to live with their families</li> <li>7. Improving services available for young people who are engaged in risky behaviour</li> <li>8. Improving services available for young people with disabilities</li> <li>9. Exploring options to improve transport for young people</li> <li>10. Encouraging and increasing volunteering opportunities for young people</li> <li>11. Making sure information is available on services and activities for 13 to 19 year olds</li> </ol> <p>During the consultation feedback is being sought on whether the above are the right priorities and which, if any, should have higher priority.</p> <p>The draft strategy is available to at: <a href="http://www.wiltshirepathways.org">www.wiltshirepathways.org</a> on the home page under 'Latest News'.</p> <p>Consultation was taking place for 12 weeks from 13<sup>th</sup> May 2011 to 5<sup>th</sup> August 2011. The final strategy would be presented to Wiltshire Council's Cabinet in September 2011 along with a report making specific proposals on future plans for youth work.</p> <p>Written responses to the consultation could be sent to <a href="mailto:pathways@wiltshire.gov.uk">pathways@wiltshire.gov.uk</a></p>
13.	<p><u>Help to Live at Home</u></p> <p>The Board received a presentation from Nicola Gregson (Head of Commissioning: Care, Support and Accommodation).</p> <p>The Council has been working with the NHS and residents of Wiltshire on a major review of the services that are available to older and vulnerable people living in the county. This is called 'Help to live at Home'. The review aims to improve the experiences of vulnerable adults and carers who require support, whilst ensuring that the changes are sustainable in the future. Some of the points covered were:</p> <ul style="list-style-type: none"> <li>• There are 17,000 people in the Tidworth and Ludgershall Community Areas aged 85 or over.</li> <li>• Bringing together a variety of separate services into one so that a single service is able to meet a wider range of needs. The sort of services included are personal care in the home, housing support and other services that support people in their homes.</li> <li>• Ensuring these services focus on helping people learn or re-learn skills they may have lost as a result of illness, or another event that has resulted in them losing confidence and needing some help.</li> <li>• Making even better use of the wide range of community services that</li> </ul>

	<p>there are in Wiltshire.</p> <ul style="list-style-type: none"> <li>• Making sure these services are focused on doing what people want and helping people to live independent and fulfilling lives.</li> <li>• Supporting sheltered accommodation schemes.</li> </ul> <p>As a result of this review –</p> <ul style="list-style-type: none"> <li>• Services to older and vulnerable people in Wiltshire will be improved with more people able to access help to help themselves through the provision of information, advice and support from within the wider community and less people dependent upon help from the Council.</li> <li>• More people will be able to remain in their own homes with an improved quality of life.</li> <li>• Less people will require help for long periods of time – more people will be helped to become independent more quickly.</li> <li>• People who need support will receive it at whatever time of the day or night.</li> <li>• People will receive the right help, at the right time, in the right place.</li> </ul> <p>Questions and comments were then taken from the room, these included:</p> <ul style="list-style-type: none"> <li>• How will the new services and providers be monitored? <u>Answer:</u> There would be a contract management team to monitor them.</li> <li>• How do you assess the need of the elderly and not so elderly, as some people exaggerate their need, when the reality is that they are not in need at all. <u>Answer:</u> The assessments carried out are very rigorous, as they need to establish a critical or a substantial need.</li> <li>• Would the new services be means tested? <u>Answer:</u> The services would be funded by the Council, but then means tested. People who fall outside the criteria could purchase the equipment independently.</li> </ul> <p>The Chairman noted that some people had heard that a care home in Ludgershall called Bartlett House would close in the future and that there would be 40 new beds within the community area. He asked Nicola to confirm whether the Board would be approached to discuss the proposed changes to care facilities which affected the area. Councillor Brady agreed that this was a very sensitive issue and that there would be adequate consultation with the Area Board, the residents and the families involved.</p>
14.	<p><u>Waste and Recycling Service</u></p> <p>The Chairman noted that on the first day of the Unitary Council, the Tidworth Area Board members had put in a bid for the introduction of a kerb side collection service</p> <p>Martin Litherland, Head of Waste Collection gave a presentation to the Board on the changes to the waste and recycling collections for the area.</p>



As a result of Wiltshire Council becoming a Unitary Authority in April 2009, there have been four different waste and recycling collection services available to residents, depending on where you lived. This costed different amounts, had differing recycling levels and was not a fair service for residents.

From October the council would be rolling out service changes so that everyone received the same level of service, beginning with fortnightly plastic bottles and cardboard recycling collections using blue-lidded bins.

In late February 2012, the council would roll out fortnightly non-chargeable garden waste collections, using green lidded bins, for the north, east and south of the county. Residents will need to opt in to receive the service, ideally by 30th September, and should complete the opt-in form online at [www.wiltshire.gov.uk/waste](http://www.wiltshire.gov.uk/waste) if possible. Alternatively residents can complete the FREEPOST form found in the latest edition of Your Wiltshire magazine, or in the "Coming Soon" leaflet which has been sent out in the post to all residents from week commencing 4th July. If residents already have a garden waste bin, they do not need to re-apply, and their collections will carry on as usual.

Questions and comments were taken from the room, these included:

- In Amesbury all of the plastic bottles and cardboard go into one bin, can these separated? Answer: Currently Salisbury has a blue bin collection which goes to Thorney Down for separation, so it is possible to separate the materials.
- Can you leave the lids on the plastic bottles? Answer: Yes you can wash, squash and put the lid back on.
- The initial booklet which had been circulated needs to be updated as it did not include things like light bulbs. Answer: The internet is the easiest place to find the most up to date information, as it is easier to update it than printed literature.
- A refuse lorry visits us once a month for residents to recycle cardboard. This stops in September and the blue bin will not be in place until \_\_\_\_\_, so what has been put in place to bridge the gap? Answer: It has been a difficult balance to achieve, in providing the best service available for the budget we have. If there has been a mismatch of timings this can be looked into.
- Within the garrison, Hills provide the recycling collection service, where the tins, bottles and paper is mixed together in a box ready for collection, how will this be replaced. Answer: The black box will continue, the contents of this are separated out at the kerbside by the collection team and loaded onto the recycling truck into different compartments.
- Is a second black box available from the website and can a replacement be ordered if the original box is damaged? Answer: Yes a second box can be ordered or the original replaced by using the online form.
- Could the refuse collectors be asked to put the bins back as they found them, instead of leaving them in the street or in the middle of the

	<p>pavements so that people cannot pass? <u>Answer:</u> We have inherited three different work forces along with different terms and conditions; there will be solid instructions for all permanent members of staff to follow certain guidelines.</p>
15.	<p><u>Community Speedwatch Update</u></p> <p>Norman Beardsley, Enford Parish Councillor and CSW team member gave an overview of how Enford became involved with Community Speed Watch from the beginning.</p> <ul style="list-style-type: none"> <li>• In 2006, after viewing a similar scheme in the New Forest area, Enford PC had sent a letter to the County Council to see if a similar scheme could be set up, to be told no.</li> <li>• In 2008 the Council had decided to pilot the scheme in three areas, with Enford being one of them.</li> <li>• 10 volunteers were found and training commenced, this involved learning the code of practice, learning how to use the speed monitoring device and on the job training.</li> <li>• Out of the 10 volunteers trained, a group of 5 regularly go out to monitor speeding.</li> <li>• When monitoring is in progress an orange and black sign is displayed at either end of the CSW area.</li> <li>• When a car is logged speeding, the details are passed to Elizabeth Ngero, CSW Administrator who then checks the registered keeper of the vehicle and sends that person a letter informing them that their vehicle has been logged speeding over the limit.</li> <li>• There are now 56 trained groups in Wiltshire.</li> <li>• In the past 10 months the Enford CSW group had visually identified 11 residents of Enford parish driving over the speed limit.</li> <li>• The aim of CSW is to educate people and get them to slow down. It has been noticed that in Enford people are beginning to slow down.</li> </ul> <p>The Chairman hoped that in having this presentation on the agenda that the profile of CSW would be raised. He added that in the areas where speeding was an issue and where CSW was not in operation, they could apply for a metro count to assess the speed of passing vehicles, if speeding was found to be a problem, then a CSW group could be formed.</p>
16.	<p><u>Update on Issues Raised</u></p> <p>Mary Cullen, Community Area Manager, circulated a report detailing the current status of issues on the system. One new request had been to make Kohat Road junction with Bulford Road a T junction, the Community Area Transport Group would look into this request. Various other issues had been closed as there was no further action on them at this point.</p>

	<p>Issues could be submitted online at:  <a href="https://forms.wiltshire.gov.uk/area_board/report_issue.php?area_board=Tidworth">https://forms.wiltshire.gov.uk/area_board/report_issue.php?area_board=Tidworth</a>  <a href="#">h</a></p>
17.	<p><u>Updates from Town and Parish Councils, the Police, the Army, NHS, TCAP and other Partners</u></p> <p><b>Police – Inspector Martyn Sweett</b>  Highlighted some of the points detailed in the report attached to the agenda , some of these were:</p> <ul style="list-style-type: none"> <li>• There had been a large percentage increase in the number of dwelling burglaries reported. People were urged to do all they could to prevent their homes being targeted, as prevention was better than cure. <ul style="list-style-type: none"> <li>○ Report any suspicious activity to police</li> <li>○ Always close and lock all windows and doors when out of the house</li> </ul> </li> <li>• Three warrants had been executed simutaniously the previous Friday in Tidworth, working hand in hand with the MOD Police to recover vast amounts of stolen property.</li> <li>• A new PCSO would soon be recruited for the Academy.</li> <li>• Current Priorities were: <ul style="list-style-type: none"> <li>○ Tidworth – Traffic related</li> <li>○ Ludgershall – Mini moto nuisance</li> <li>○ Netheravon – Anti Social Behaviour at the Millennium Park</li> </ul> </li> </ul> <p>Inspector Sweett also gave congratulations to the Enford Community Speed Watch team for their efforts.</p> <p><b>Garrison – Colonel Paddy Tabor</b>  Gave an update on recent and forthcoming events, which included:</p> <ul style="list-style-type: none"> <li>• A cycle ride around the Plain had raised a lot of money for SSAFA – FH (Soldiers, Sailors, Airmen and Families Association - Forces help).</li> <li>• On 13<sup>th</sup> June 2011 there had been a social event to say goodbye to Alex Bostock, who had provided an enormous amount of work over the past 20 years at the primary school for children of army families, Colonel Paddy gave a public thanks for all of his efforts.</li> <li>• The Rundle Cup annual polo match between the Royal Navy and Army had recently taken place in the grounds of Tedworth House, with guest appearances from Katy Price, who played in a guest match and Prince Harry, playing for the victorious Army team.</li> <li>• The Blue Light Day had been badly affected by bad weather, however all of the emergency services who did take part had done an amazing job. It was hoped that next year there would be a Garrison open day too.</li> <li>• Poppies nursery was due to open a new venue in Perham Down in the</li> </ul>

old Londis Shop.

- In September command of 43 (Wessex) Brigade would pass from Brigadier Steve Hodder to Brigadier Piers Hankinson.
- The majority of the garrison would be away in July and August on block leave, and there would be two major deployments over the next 2 years: 12 Mechanised Brigade from Bulford from April to October 2012 and 1<sup>st</sup> Mechanized brigade from Tidworth between April and October 2013.
- It was expected that all of those deployed to Afghanistan would be out by 2014.
- Central Government had announced that there would be further reductions in the strength of the Army to those already announced so that overall Army numbers would be about 82,000 by 2020.
- The next TCAP meeting would be on 19<sup>th</sup> September 2011.

#### **TCAP – Tony Pickernell**

Gave an update for the Community Area Partnership:

- Thanks to all involved with the Blue Light Day, including the MOD Police , Royal Military Police and the Civilian police also The British Forces Broadcasting Service who had provided free ice cream on the day Thanks also goes to The Wiltshire Fire Service. This year The Army Primary Health Care Service also provided displays
- TCAP are moving forward with the Community Area survey. Survey forms were made available at the over 60s Band Concert and Blue Light Day.
- TCAP had now purchased a gazebo to take to various events to promote the Community Area Survey.
- Alex Bostock would remain as Chairman of The Education – Life Long Learning group.
- There would be a schools Music workshop in September.
- The Proms concert would be on 19<sup>th</sup> October 2011.
- The Schools Christmas Concert would be on 7<sup>th</sup> December 2011.

#### **Chamber of Commerce – David Wildman**

Were continuing with their fight against the Hills Waste Development.

#### **Youth – Wendy Higginson and young people**

Recent and forthcoming activities and events included:

- On 28<sup>th</sup> May a creative juice workshop was held at the Wellington Academy, activities included:
  - Break dancing
  - T-shirt painting
  - Photography

	<ul style="list-style-type: none"> <li>• Summer projects would start on 24<sup>th</sup> July and run until 22<sup>nd</sup> September 2011, these would include: <ul style="list-style-type: none"> <li>○ Come dine with me</li> <li>○ Dodgeball</li> <li>○ Rugby</li> <li>○ Slack lining</li> <li>○ Wakeboarding</li> <li>○ Go carting</li> <li>○ Mini moto</li> </ul> </li> </ul> <p><b>Wellington Academy</b></p> <ul style="list-style-type: none"> <li>• There had been two performances of Oliver, where they had been sold out and received standing ovations.</li> <li>• Over the summer break there would be a free drop in service, from 10am – 2pm where people could use the IT equipment. Young people entitled to free school meals could attend these sessions free of charge.</li> <li>• The official opening of the Academy would be on 18<sup>th</sup> October 2011.</li> <li>• Places were still available for year 7.</li> <li>• The Academy had been represented at 10 Downing Street the previous week in an aim to raise the schools profile.</li> </ul> <p><b>Core Strategy - Stan Bagwell</b></p> <p>He read a statement out regarding the core strategy document not including the A345. This statement is attached to the back of the minutes.</p> <p>Alistair Cunningham added that the consultation was open and that the council wanted people to take part and register their concerns.</p> <p>Tidworth Town Council</p> <ul style="list-style-type: none"> <li>• Resurfacing work had taken place at Station Road</li> <li>• Litter picking had been commissioned on Saturdays and Sundays</li> <li>• There had been a purge on anti social parking</li> <li>• Ram Bridge was being built from Euro money which would be finished by early 2012.</li> </ul> <p><b>Casteldown Radio</b></p> <p>They had moved to a new site at the Academy, with the first broadcast from there going out last Thursday.</p>
18.	<p><u>Fund for Village Events to Mark the 2012 Olympics and Jubilee</u></p> <p>The Chairman explained that as a member led project, the Board proposed to earmark £11,000 from the Tidworth Area Board Discretionary grants budget, for bids from Parish and Town councils for financial assistance to stage celebrations or events to mark the 2012 Olympics and/or the Queens Diamond Jubilee.</p>

	<p>Applications will only be received by Town and Parish councils so community groups wanting to put a bid forward should go through their local council. Each Parish and Town Council can bid for up to £1,000 towards their chosen project, bids should be submitted by 16<sup>th</sup> January 2011.</p> <p>For more information and to submit a bid contact Mary Cullen, Community Area Manager.</p> <p><b><u>Decision</u></b>  <b>Tidworth Area Board would earmark £11,000 from its discretionary budget for 2011/12, for Parish and Town Council celebrations to mark the 2012 Olympics and/or the Queens Diamond Jubilee, as detailed in the officers report.</b></p> <p><b><u>Reason</u></b>  <b><i>The Tidworth Area Board wished to demonstrate its support for such events on the basis that these events would help to promote the overall objectives of community engagement and cohesion.</i></b></p>
19.	<p><b><u>Delegation of Grants Authority</u></b></p> <p>The Chairman explained that a number of Area Boards had given delegated authority to the Community Area Manager (in consultation with members) to authorise small sums of money up to £500 from the Community Area Grants fund to support small projects between area board meetings where necessary.</p> <p><b><u>Decision</u></b>  <b>That in respect of urgent matters that may arise from time to time between meetings of an Area Board, the Community Area Manager, in consultation with the Chairman and Vice Chairman of the Tidworth Area Board, be granted delegated authority to make decisions provided any expenditure does not exceed £500 from the budget delegated to the area board. A report explaining the decision and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of the area board to ensure that such decisions are subject to public examination.</b></p>
20.	<p><b><u>Community Area Transport Group Update</u></b></p> <p>Councillor Mark Connolly gave an update on the outcomes from the Community Area Transport Group, a report was also attached to the agenda detailing the recommendations from the group on the priorities for proposed funding for transport projects for the community area.</p> <p><b><u>Decision</u></b>  <b>Tidworth Area Board agreed to fund two projects as detailed below:</b></p> <p><b>1. £3,000 to £5,000 for design and consultation/advertising costs for</b></p>

	<p>the scheme to implement changes to traffic calming at Cadley Road, Collingbourne Ducis. The Board agreed an award of up to £5,000.</p> <p>2. £5,000 for survey costs to establish the movement of traffic and pedestrian movements outside the Wellington Academy in September/October 2011.</p>
21.	<p><u>Community Area Grants and TCAP Core Funding</u></p> <p>The Board considered two applications for funding from the Community Area Grant Scheme. The Chairman invited applicants present to speak in support of their applications, after discussion the Board Members voted on each application in turn.</p> <p><b><u>Decision</u></b>  <b>That Enford Camera Club was awarded £962.81 towards their project to purchase a projector screen.</b></p> <p><b><i>Reason</i></b>  <b><i>The application met the priorities Community Area Grant Criteria for 2011/12 and locally agreed area board as set out in the officers report.</i></b></p> <p><b><u>Decision</u></b>  <b>That Collingbourne Kingston Village Hall Management Committee was awarded £950 towards their project to build a structure to securely contain the oil supply tank.</b></p> <p><b><i>Reason</i></b>  <b><i>The application met the Community Area Grant Criteria for 2011/12 and locally agreed area board priorities as set out in the officers report.</i></b></p> <p>The Board also considered the allocation of the first tranche of TCAP core funding for 2011/12, as per the officers report.</p> <p><b><u>Decision</u></b>  <b>Tidworth Area Board agreed to release £5,024 to TCAP for the first tranche of core funding for 2011/12.</b></p>
22.	<p><u>Date of Next Meeting, Forward Plan, Evaluation and Close</u></p> <p>As this was the last Tidworth Area Board meeting that Lisa Moore, Democratic Services Officer would be covering, the Chairman thanked Lisa for her work with the Board and welcomed Kevin Fielding as her replacement.</p> <p>The next meeting of the Tidworth Area Board will be held on Monday 19 September 2011, 7.00pm at Castle Primary School.</p>





**WILTSHIRE COUNCIL**

**CABINET**

**15 February 2011**

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**Subject: Outline Campus Development Timetable and Campus Management Proposal**

**Cabinet member: Jane Scott OBE, Leader of Council**

**Key Decision: Yes**

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**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.

### **Proposal(s)**

This paper recommends that Cabinet:

- (i) To 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.

**Reason 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

## **WILTSHIRE COUNCIL**

### **CABINET**

**15 February 2011**

---

**Subject: Outline Campus Development Timetable and Campus Management Proposal**

**Cabinet member: 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

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**Report Authors:**

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Date of report:

**Background Papers**

None

**Appendices**

Appendix A Indicative community campus programme timeline  
Appendix B Indicative pilot management scheme timeline  
Appendix C Draft programme team structure

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**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	
<b>SECOND TRANCHE</b>														
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>														
<b>THIRD TRANCHE</b>														
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														



# CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

## Campus & Operational Estate Management Workstream

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### 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:

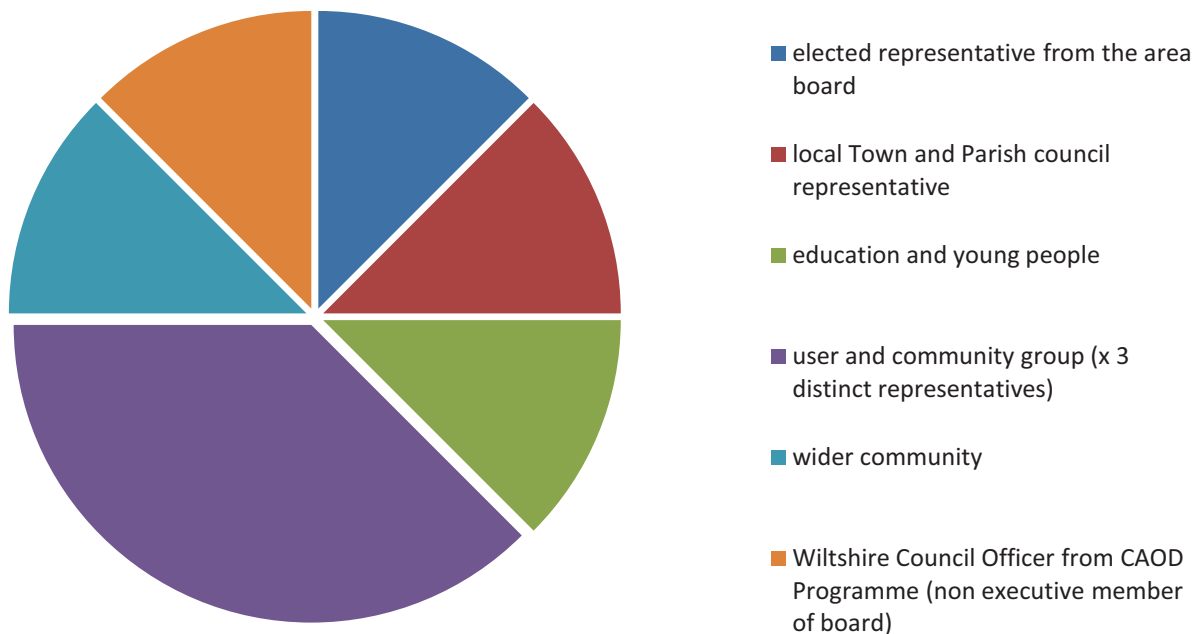
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive 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**

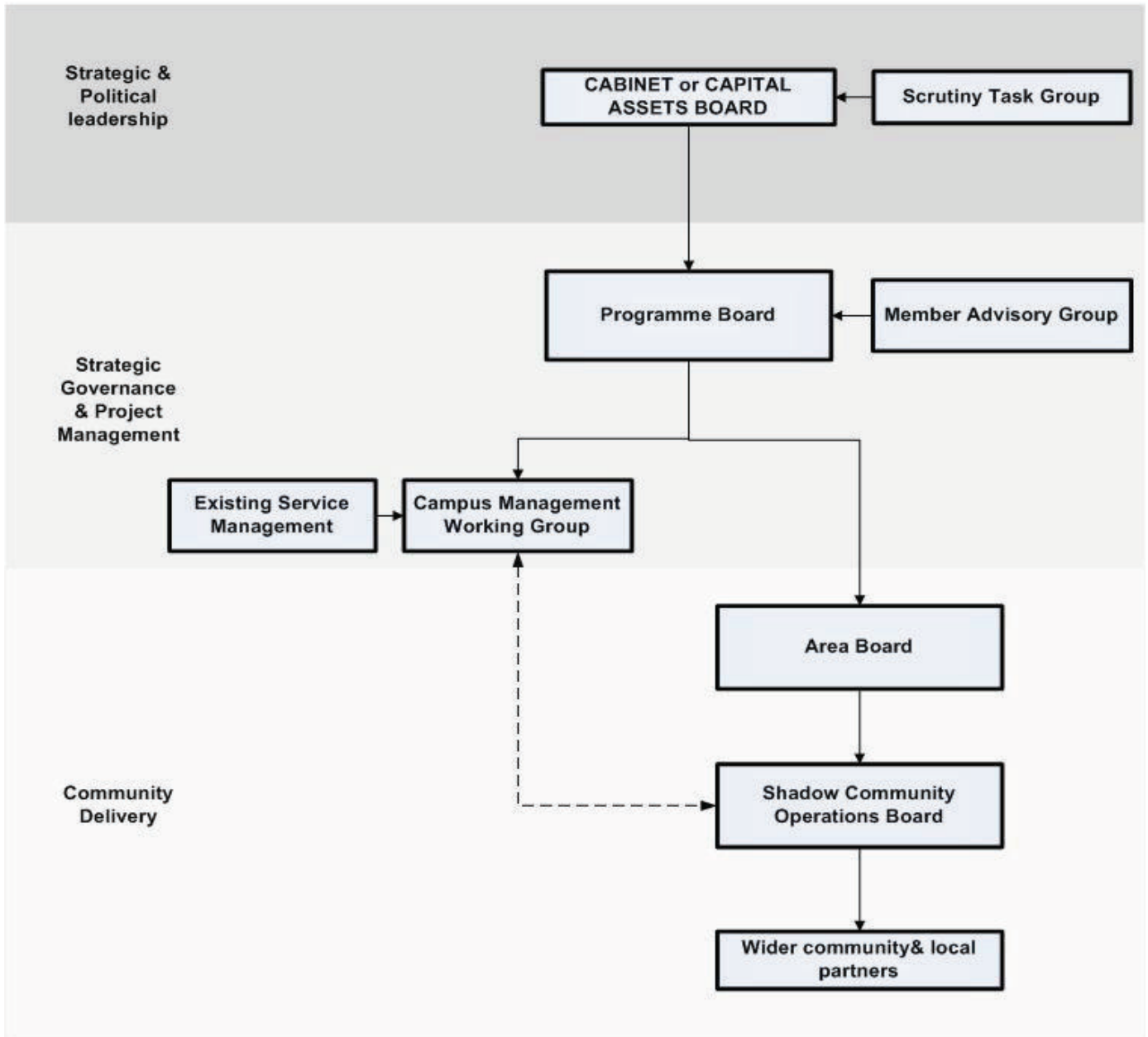
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or 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**





## Autumn 2011 Community Planning Events - DRAFT

### **Purpose:**

To deliver a high profile local events that bring together all key local stakeholders in the community area to discuss and agree local priorities for action.

### **Information:**

Event to be shaped around the knowledge we have about the area - drawing upon all available information from the JSNA, JSA+, community profile, community plan, Intelligence Network and the results of household survey.

### **Process:**

1. It is planned to hold one high profile evening event with an invited audience (see suggested attendees attached)
2. Each participant to receive a personalised invitation from the Chair of the Area Board.
3. The event will feature a number of simultaneous round table themed discussions.
4. Each table will be provided with area-specific data relating to the theme under discussion.
5. Each group will discuss the data and identify the key areas of concern and priorities for actions.
6. A community reporter at each table will make a note of the points as they emerge.
7. After 45 minutes, each group will rotate to an adjoining table (the community reporters will remain) and examine each other groups' conclusions – adding more comments from their group perspective.
8. Once complete – reporters will feedback to the audience and this will be captured on film.
9. Once this process is complete, the whole audience will be invited to vote on order of priorities and to provide the Area Board with a clear area of focus for the next year.
10. Finally, participants will be invited to sign up to be involved in taking these issues forward into the future.

### **Resources:**

£50k available from this years' investment fund to be provided. Central coordination team will commission various elements - pay for venues, refreshments, equipment and filming, etc.

### **Outcomes:**

- Community engagement and collaboration with key local services and stakeholders.
- Informed and inclusive debate about JSA+ profile information
- Identification of priorities and action plans
- Joining up of local resources and services
- Conversations and agreement about how joint working improves in the future.
- Renewed impetus for local community plans and partnerships
- Individuals motivated to get involved

### **Other Considerations:**

The aim is to make these events as engaging, interesting and relevant to each Community Area as possible. It is intended to build on some of some of the excellent activities sponsored by the Boards in the last few years. The events need to compliment the JSA+ process, include the outcome of the household survey and possibly take account of budget consultation (so that doesn't have to be done separately). It is important to get as many services and local organisations together as possible. High quality materials and innovative

approaches should be used to capture and disseminate information – possibly including live broadcasting via Twitter.

## Possible Theme Groups

(this is not an exhaustive list and needs to be shaped to meet the needs of each community area)

- **Community safety:**  
Police, Fire & Rescue, public protection, trading standards, emergency planning, speedwatch, probation, criminal Justice, payback, neighbourhood watch, flood wardens, etc
- **Health and social care:**  
GPs, primary care providers, PCT, dentists, carers, social workers, VCS organisations (such as Age UK, Mind, etc), WSUN, WIN, etc
- **Economy, skills and jobs:**  
Chambers, FSB, business support groups, businesses, vocational training providers, Wiltshire College, careers service, Job Centre, visitor attractions, etc
- **Young people:**  
CAYPIG, Youth Council, School Councils, teachers, schools, youth workers, youth organisations, etc
- **Environment and climate change:**  
Farmers, Environment Agency, Wiltshire Wildlife, sustainability groups, etc.
- **Arts, culture and leisure:**  
Arts providers, artists, libraries, museums, sports groups, sports centres, sports shops, etc.
- **Transport:**  
Bus companies, motor organisations, highways staff, road hauliers,
- **Housing:**  
Tenants, housing associations, housing staff, sheltered housing providers, house builders, estate agents, letting agents, landlords, etc

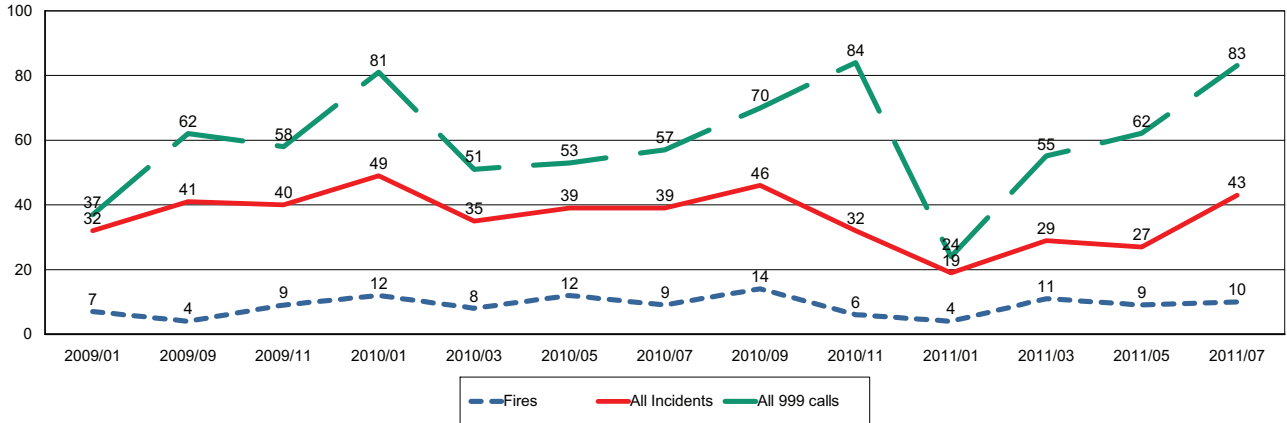
(Other groups such as parish and town councils and the general public to choose theme of interest)



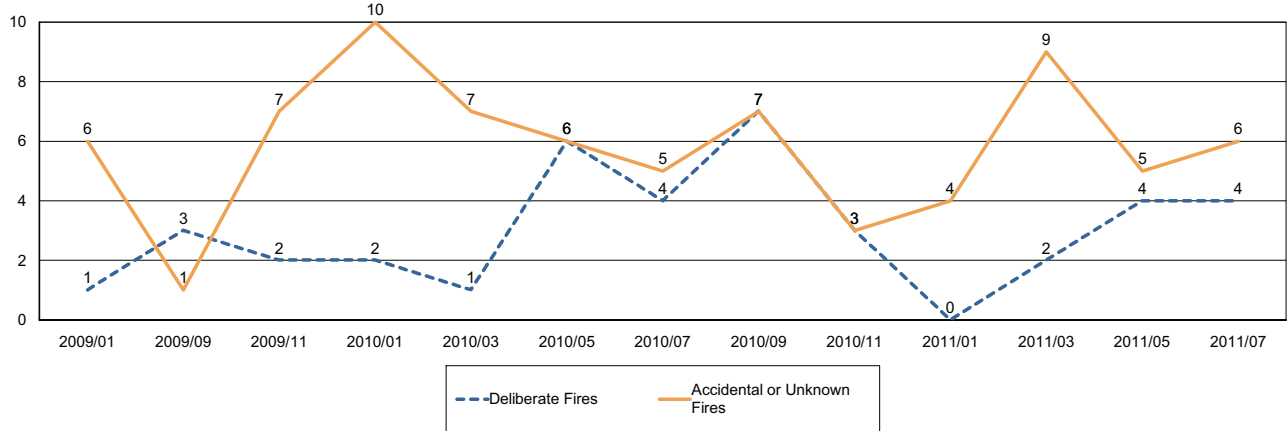
## Report for Tidworth Area Board

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

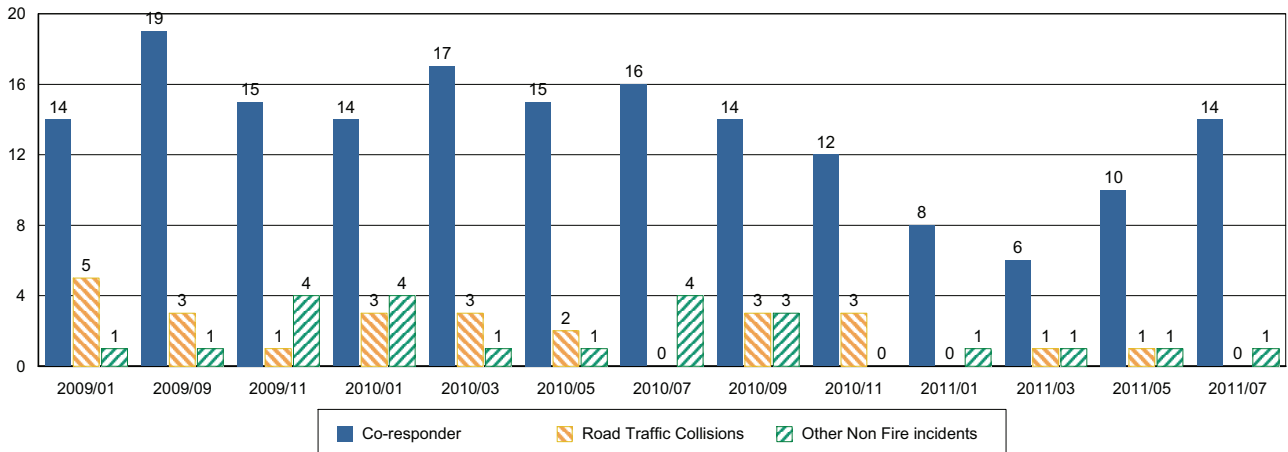
### Incidents and Calls



### Fires by Cause

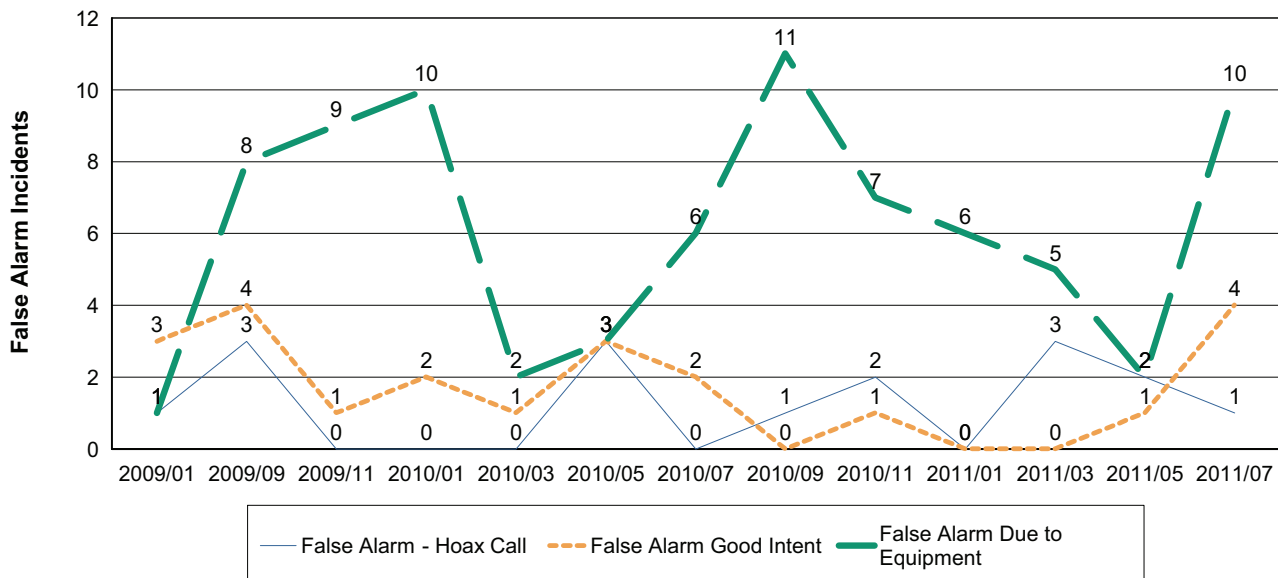


### Non-Fire incidents attended by WFRS

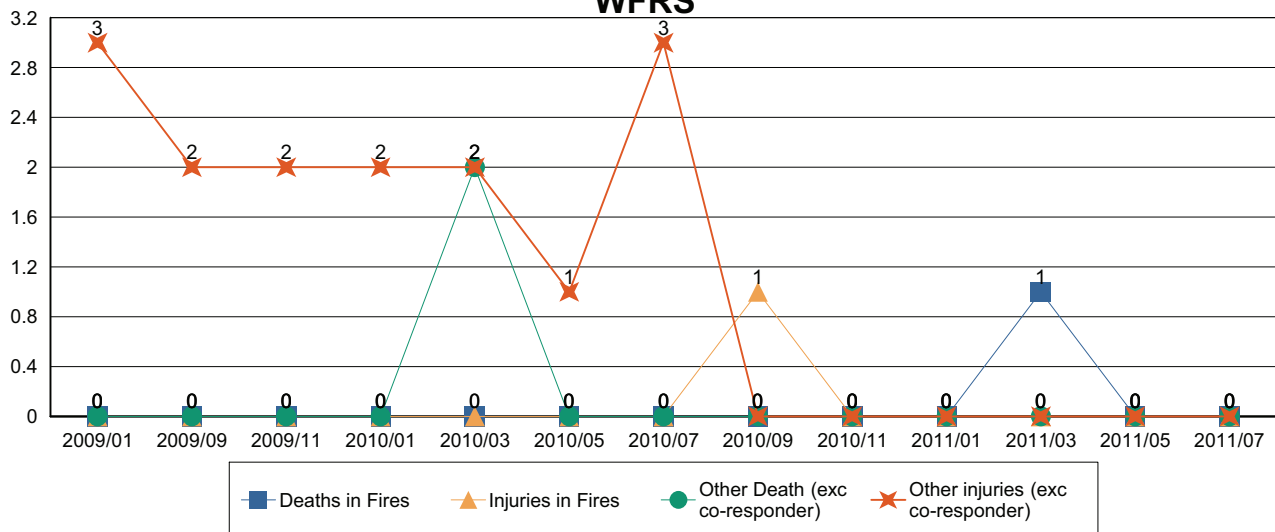




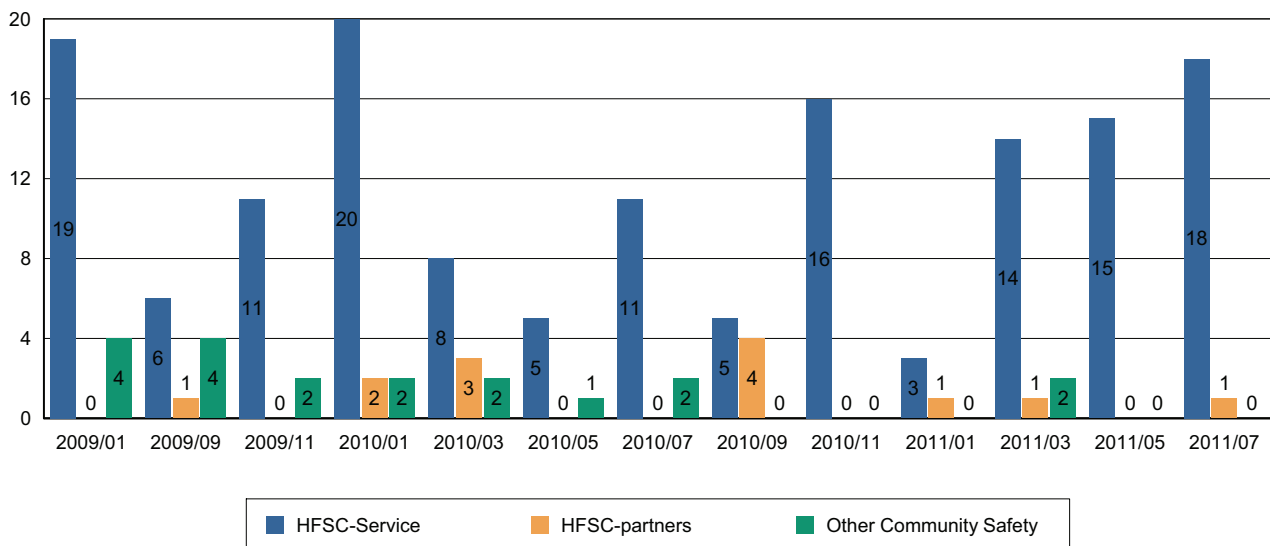
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf





# Crime and Community Safety Briefing Paper Tidworth Community Area Board 19 September 2011



## 1. Neighbourhood Policing

Team Sgt: Mark Freeman

### **Tidworth Town**

Beat Manager – PC Jayne Wilby

PCSO – Mike Tryhorn

### **Ludgershall and Rural**

Beat Manager – PC Michael Bayliss

PCSO – Maria Downham

PCSO – Philippa Royston

### **Wellington Academy – Safer Schools Partnership**

PCSO – currently vacant

## 2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

□ Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

## 3. Police Authority Representative: Gill Mortimer

Please contact via Wiltshire Police Authority Tel. 01380 734022 or  
<http://www.wiltshire-pa.gov.uk/feedback.asp>

## 4. Performance and Other Local Issues

Performance at Tidworth Police station has remained strong throughout this period. As the statistics clearly show, overall crime remains fairly static and we have a slight reduction in violence, criminal damage and theft from motor vehicles. The concerning figures are centred around acquisitive crime, particularly dwelling burglary, non dwelling burglary and theft of motor vehicles. This has mainly occurred within Tidworth and the CBM PC Jayne Wilby identified some potential offenders who live locally. Three warrants were obtained from Salisbury Magistrates and the three suspects were visited early one morning in July. As a result of this thousands of pounds worth of stolen property was recovered and three arrests were made. We have now returned most of the stolen property to its rightful owners and will soon be in a position to detect between 30 - 40 offences of acquisitive crime, which will have a substantial impact on the crime figures. As always there is a lot that the public can do

to prevent this sort of offence in the first place, with that in mind I ask everyone to consider the following,

- Report any suspicious activity to police as soon as possible.
- Always close and lock all windows and doors when you are not in the room, especially when leaving the house or in the garden. Double-check that doors and windows are locked at night before you go to bed.

Please do all that you can to stop thieves targeting your homes - Prevention is always better than cure!

Mark Freeman  
Tidworth NPT Sgt

**CRIME & DETECTIONS (Jun 2010 – May 2011 compared to previous year)**

Tidworth	Crime				Detections	
	August 2009 - July 2010	August 2010 - July 2011	Volume Change	% Change	August 2009 - July 2010	August 2010 - July 2011
Violence Against the Person	200	182	-18	-9%	40%	46%
Dwelling Burglary	9	20	11	122%	22%	10%
Criminal Damage	145	129	-16	-11%	13%	24%
Non Dwelling Burglary	33	56	23	70%	3%	4%
Theft from Motor Vehicle	41	28	-13	-32%	10%	0%
Theft of Motor Vehicle	12	17	5	42%	33%	35%
Total Crime	629	631	2	0%	28%	26%
Total ASB	889	888	-1	0%		

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 (Apr - Jun 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

Martyn Sweett  
Inspector  
Area Commander

## **NHS Update – September 2011**

### **Exercise after stroke service in Wiltshire**

NHS Wiltshire and Wiltshire Council are working together to provide exercise classes for stroke survivors at leisure centres across the county. Exercise professionals have received stroke training so they can help people to recover more quickly through specially-tailored exercises classes. The first exercise after-stroke classes and gym-based sessions will be offered from September at Castle Place Leisure Centre in Trowbridge. Further classes will be offered in Chippenham, Salisbury, Devizes and Marlborough from January 2012.

Exercise is particularly important for people who are recovering from a stroke, as a stroke often results in reduced strength, mobility, fitness and mood as well as loneliness and a myriad of additional challenges such as pain, impaired movement or comprehension, which may make it difficult for people with stroke to get to exercise facilities. The exercise after stroke service forms part of a range of improvements to stroke services in Wiltshire to help people rebuild their lives.

Stroke Clubs are currently held across Wiltshire in Amesbury, Chippenham, Salisbury, Swindon, Trowbridge, Warminster and Wroughton. Stroke community support workers are also available to provide advice and support to people who have had a stroke and their carers. A major review by the Care Quality Commission (CQC) on stroke care has placed NHS Wiltshire in the category of **best performing** Primary Care Trusts, ranking the trust 20 out of 151 PCTs for the stroke services it delivers. Further details can be found on the NHS Wiltshire website at: <http://www.wiltshire.nhs.uk/Public/Your-health-wellbeing/FAST-stroke-action.htm>

### **Stop Smoking Successfully**

Nearly 5,000 people used the NHS Wiltshire Stop Smoking Service last year. Our aim is to make Wiltshire a healthier place to live and there are many more people we can help to quit. The Wiltshire NHS Stop Smoking Service supports people in a variety of methods and treatments, providing specialist support for groups of people such as women who are pregnant, people with mental health problems and young people. The team of advisors work across different services in all sorts of venues including GP surgeries and health centres, clinics, pharmacies, Children's Centres and hospitals. NHS Stop Smoking Services encourage anyone who is trying to stop their habit to contact us on 01380 733891 or via our website [NHSstopsmoking@wiltshire.nhs.uk](mailto:NHSstopsmoking@wiltshire.nhs.uk).

### **Next NHS Wiltshire Board Meeting**

The next Board meeting of NHS Wiltshire will be held on **21 September 2011 at 10am - Southgate House**. Members of the public are welcome to attend. Papers are published a week before the meeting on [www.wiltshire.nhs.uk](http://www.wiltshire.nhs.uk) or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: [stacey.saunders@wiltshire.nhs.uk](mailto:stacey.saunders@wiltshire.nhs.uk)). For further information or copies of documents referred to above, please email [communications@wiltshire.nhs.uk](mailto:communications@wiltshire.nhs.uk)



<b>Report to</b>	<b>Tidworth Area Board</b>	<b>Agenda Item No.12</b>
<b>Date of Meeting</b>	<b>19<sup>th</sup> September 2011</b>	
<b>Title of Report</b>	<b>Community Area Grants</b>	

## Purpose of Report

- 1. To ask Councillors to consider 4 applications seeking 2011/12 Community Area Grant Funding, totalling £7,254.00.**

**King George's Field Chute-** fencing play area- Requested £999

Officer  
Recommendation

**Approve in part £500**

**Chute Cricket Club-** New Sight Screen- Requested £970

**Approve in Full £970**

**Collingbourne Short Mat Bowls Club-** Bowling Mat- Requested £784

**Approve in Full £784**

**Skilled for Health-** Cookery Courses- Requested £5,000

**Approve in Full £5,000**

- 2. To ask Councillors to consider a member led project to provide funding for Castledown Radio totaling £8,827.00**

**Castledown Radio –** Media Centre Equipment- Requested £8,827.00

**Approve in Full £8,827**

**Total Recommended to approve £16,081**

## **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 (4 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](http://www.wiltshire.gov.uk/areaboards)) or paper versions are available from the Community Area Manager.
- 1.10. The budget for Tidworth Area Board for 2011/12 (including carry over from the previous year) was £53,794.89. At the Area Board meeting on the May 2100 a spend of £1,019.00 was agreed and at the area board meeting on 17<sup>th</sup> July a spend of £6,942.81 was agreed. This leaves an available budget of £45,833.89.

## **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.

### **3. Environmental & Community Implications**

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

### **4. Financial Implications**

- 4.1. Awards must fall within the Area Boards budget allocated to the Tidworth Area Board.
- 4.2. The available budget of the area board is £45,833.89. If grants are awarded in line with officer recommendations at this meeting, (community grants totalling £7,254.00 and member project of £8,827.00) the Tidworth Area Board will have a remaining balance of £29,752.89. This includes £11,000 ringfenced at the July meeting for Tidworth Parishes to bid to for the 2012 local celebrations. The available working balance of the area board will therefore be £18,752.89.

### **5. Legal Implications**

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

### **6. Human Resources Implications**

- 6.1. There are no specific human resources 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
<b>8.1 Tid 05/11</b>	<b>King George’s Field Chute</b>	<b>Fencing to Children’s Play area</b>	<b>£999</b>

- 8.1.1. It is recommended that this application is approved in part for £500.
- 8.1.2. This is a second application to the Area Board from King George’s Field, Chute. It is recommended that this application is approved in part, to the sum of £500. The Field is jointly owned by Chute Parish Council and Chute Forest Parish Council’s who could potentially raise additional funds to support the project (see 1.4 above)
- 8.1.3. The application meets the Community Area Grants criteria 2011/12, however members will need to consider whether the parish councils who jointly own the field

could fund the project, through other means.

- 8.1.4. The application demonstrates a link to the Tidworth Community Plan 2003-13 which identified the need for places where leisure and sports are enjoyed by people of all ages.
- 8.1.5. King George Fields Chute is jointly owned by Chute Parish Council and Chute Forest Parish Council's. The oversight and management is undertaken by a Management Committee which has four members appointed by the Council's (however not necessarily members of the Council's). The objective of the Committee is the efficient day to day management and development of the field as a community facility for the benefit of residents of the parish and to fundraise for this purpose.
- 8.1.6. The Committee has an elected Chair and Treasurer and maintains a bank account. Annual plans are agreed with the Parish Council's and an annual budget is presented to them in September for approval.
- 8.1.7. All assets associated with the field remains the property of the Council's mentioned above.
- 8.1.8. The Management Committee are applying for funds to fence off the children's play area which is being fouled by dogs and despite local publicity this situation is continuing, presenting a health risk to children using the facility.
- 8.1.9. The total project cost is £1,499 and total project income equals £500 labour in kind. This leave a project shortfall of £999, which is the amount applied for to the area board.
- 8.1.10. The management accounts show a balance of £1,387.59 for the financial year to 31<sup>st</sup> March 2011. However, the committee is required to reserve some funding in case of unanticipated expenditure.
- 8.1.11. If the Area Board makes a decision not to fund the project, the project will be delayed pending securing of funding from alternative sources.

Ref	Applicant	Project proposal	Funding requested
<b>8.2 Tid 04/11</b>	<b>Chute Cricket Club</b>	<b>New Sight Screen</b>	<b>£970</b>

- 8.2.1 It is recommended that this application is approved in full.
- 8.2.2 The application meets the Community Area Grants criteria 2011/12.
- 8.2.3 The application demonstrates a link to the Tidworth Community Plan 2003-13 which identified the need for places where leisure and sports are enjoyed by people of all ages.
- 8.2.4 The aims of Chute Cricket Club are to offer members the opportunity to play both recreational and competitive cricket regardless of ability. It is open to everyone over the age of 10 years and all members have voting rights.



- 8.2.5 Chute Cricket club has elected officers and may appoint sub committees as required.
- 8.2.6 The club has a bank account and powers to raise funds in pursuance of its objectives.
- 8.2.7 The project to provide a new sight screen to replace an old screen which is now nearing the end of life. This will improve the quality of cricket that can be played on the ground making it easier for batsmen to identify the cricket balls trajectory, thereby improving both skill and safety.
- 8.2.8 The total project cost £1,370 and the group is contributing £400 from its own reserves. This leaves a shortfall of £970 which the amount applied for from the area board.
- 8.2.9 If the Area Board makes a decision not to fund the project, the project will be delayed.

Ref	Applicant	Project proposal	Funding requested
<b>8.3 Tid 06/11</b>	<b>Collingbourne Short Mat Bowls Club</b>	<b>New Bowling Mat</b>	<b>£784</b>

- 8.3.1 This is a second application from this organisation. It is recommended that this application is approved in full (subject to other claims on area board funding at this time from other applicants).
- 8.3.2 The application meets the Community Area Grants criteria 2011/12
- 8.3.3 The application demonstrates a link to the Tidworth Community Plan 2003-13 which identified the need for places where leisure and sports are enjoyed by people of all ages
- 8.3.4 Collingbourne Short Mat Bowls Club is a fully constituted, not for profit organisation which exists to provide the opportunity for members to participate in short mat bowls and further the interest in the game.
- 8.3.5 Membership of the club is open to all and the club has clear management and accounting arrangements in place. The income and property of the club are applied solely towards the promotion of its objectives.
- 8.3.6 The ages of members and players range from mid 20's to 80's thus the club encourages community interaction and intergenerational understanding.
- 8.3.7 This project is for the purchase of an additional bowling mat in order to expand the club to encourage new members. The existing third mat was purchased from another club but has reached the end of its lifespan.
- 8.3.8 The total project cost is £784 (written quote provided), there is no other project income

and the applicant is applying to the area board for the full amount.

8.3.9 If the Area Board makes a decision not to fund the project, the project will be delayed.

Ref	Applicant	Project Proposal	Funding Requested
<b>8.4 Tid 08/11</b>	<b>Skilled For Health</b>	<b>Health Families Cookery Programme</b>	<b>£5,000</b>

8.4.1. The application meets the Community Area Grants criteria 2011/12.

8.4.2 The application demonstrates a link to the Tidworth Community Plan 2003-13 health and Social Care Theme through promotion of good nutrition and healthy lifestyles

8.4.2. The application meets locally agreed priorities as above.

8.4.3 Skilled For Health Tidworth is an Independent, Not for Profit organisation addressing inequalities of health related matters within military families and has been extended to include civilian families also. This is achieved through the provision of courses to enhance knowledge and understanding of health issues, thereby increasing confidence and health outcomes. The courses also support community integration by bringing military and civilian families together in a learning environment.

8.4.4 Skilled for Health relies entirely on grants and donations to carry out its work. Skilled for health receives substantial donated services from the MOD including office space and classrooms for running courses as well as telephone and utilities which are provided free of charge.

8.4.5 Day to day bookkeeping and cash management is undertaken by ContinYou a company limited by guarantee and a registered Charity Number 4652378. The application demonstrates a link to the Community Plan in facilitating the integration of military and civilian communities as well as improving health outcomes locally.

8.4.6 The project for which funding is sought is an extension of the successful Skilled for Health work in the Tidworth Community Area, to provide practical cookery courses to enable military and civilian families to extend their learning around healthy eating and provide tangible benefits to whole families. It is also intended to extend the work to engage with young people, many of whom have caring responsibilities within their own families and would benefit from additional knowledge and skills in this area.

8.4.7 The cookery programme will run alongside the core Skilled for Health programme and include subjects such as budgeting, menu-planning and practical cookery. The cookery programme for young people will run alongside this in partnership with Ordnance House Community Centre. For adult learners there will be six sessions to each module

with two modules running each term. The children's programme will run continuously during term time and consist of a two hour session one day per week covering the same topics.

8.4.8 The project aims to deliver 74 sessions between September 2011 and September 2012.

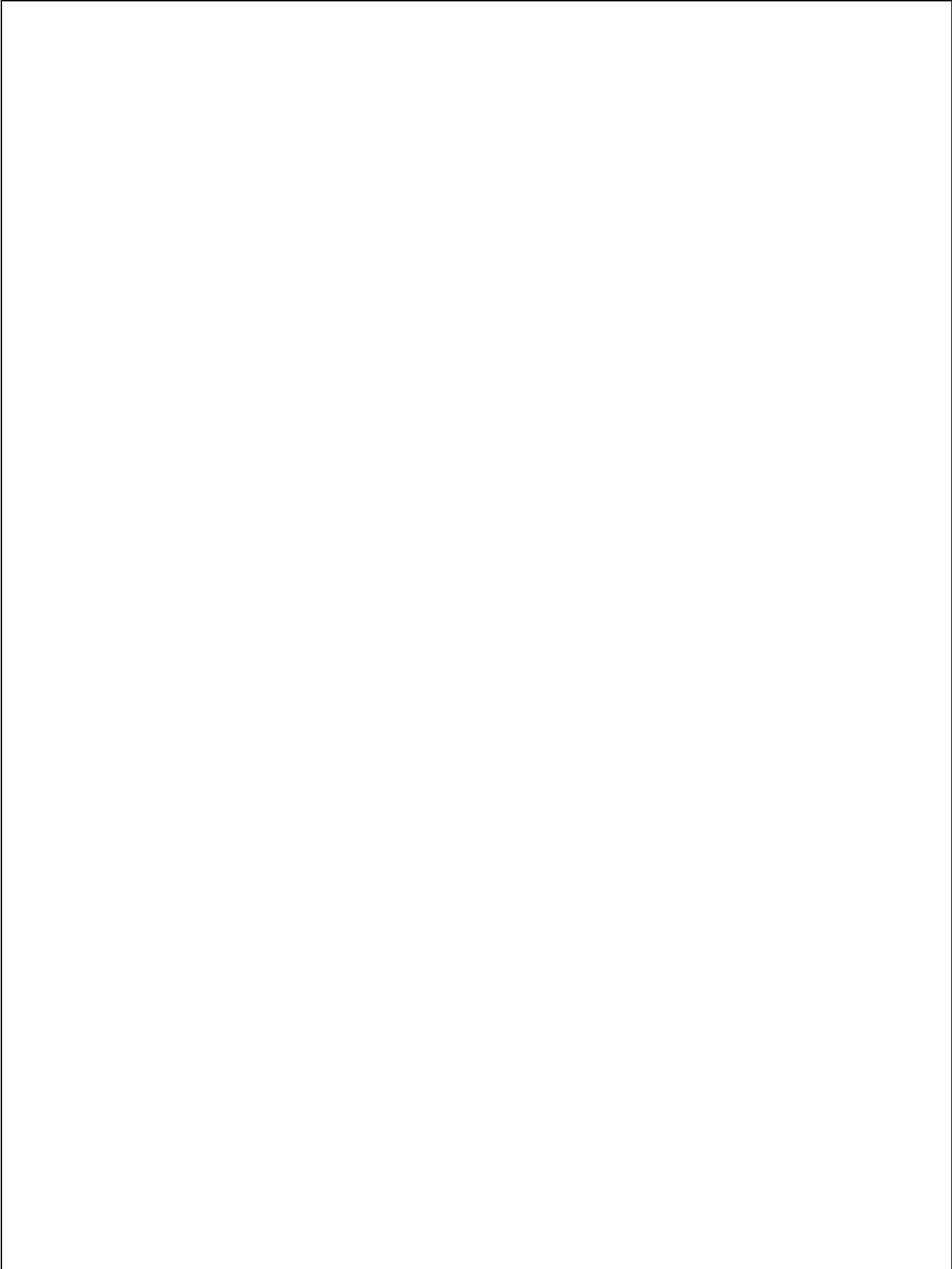
8.4.9 The total project cost is £10,700 which includes cost of tutors for the courses, a small marketing budget and a small amount for foodstuffs. The total project income is £5,700 which includes £4,700 from the Skilled for Health reserves and the contribution from the MOD of back office support, telephones and use of venues. This leaves a shortfall of £5,000 which is the amount applied for from the area board.

8.4.10 The project will be managed by Lydia Baos, the current Skilled for health Co-ordinator.

8.4.11 If the Area Board makes a decision not to fund the project, the project may not be able to proceed.

Appendices:	<b>Appendix 1 Grant Application</b> - King George Fields Chute £999 <b>Appendix 2 Grant Application</b> – Chute Cricket Club £970 <b>Appendix 3 Grant Application</b> – Collingbourne Short Mat Bowls Club £784 <b>Appendix 4 Grant Application</b> - Skilled For Health £5,000 <b>Appendix 5 Member Project</b> Castledown Radio £8,827

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## Area Board Project/Councillor Initiative

### 1. What is the project?

The project is to turn the media centre at Wellington Academy into a fully functional audio and media centre providing an up to date facility with live broadcast studio, live talks/news studio, training studio and a music production studio. This allows extra 'Day in Radio' courses for the community and 'Media Awareness' courses for Town and Parish councils. University students will be offered Media, Broadcasting and Journalistic work placements. New studio and outside broadcast equipment will allow existing projects and community services to continue as well as giving more members of the community a voice. The project will also enable the station to recruit and train additional community volunteers.

### 2. Where is the project taking place?

Wellington Academy Media centre

### 3. When will the project take place?

From September 2011

### 4. Please outline:

- **Community benefits**
- **Evidence of need**
- **Links to Community Plan**
- **Community Issue**

The need for getting information to people at the right time and in the right way enabling them to comment, discuss and put forward opinions on local services was first highlighted in the Communications Strategy document which was part of the Tidworth Community Area Plan. The plan focused on innovative ways to improve communication throughout the Community Area and integrate both the civilian and military communities. Castledown Radio on the Internet was set up as part of an Integration of Communities Project funded by the EU and Defra. Castledown Radio is now a fully licensed, Ofcom community radio station broadcasting 24 hours a day on 104.7 FM.

Castledown Radio is at the very core of the local community and gives numerous groups an opportunity to speak AND be heard. With new equipment working in the Media Centre the reach and range of services offered can be significantly improved .

The Wellington Academy has generously built a new media centre and training room however no additional resources were available for purchasing the necessary broadcast equipment.

## Area Board Project/Councillor Initiative

In order to continue to deliver and improve the high standard of service, the station urgently needs the following equipment: transmitter, aerial, broadcast mixers and OB equipment. The transmitter and aerial are vital, a breakdown would mean that the station would be off the air until they are repaired. This would be a breach of the Ofcom licence. The range and diversity of community activities and support provided by Castledown Radio means that the existing stock of equipment has reached the end of its serviceable life. The 5 year old equipment used for recording, editing and broadcasting needs replacement.

The provision of new and consistent studio and outside broadcast equipment would allow Castledown Radio's existing projects and community services to continue and give even more members of the local community a voice.

### 5. What is the desired outcome/s of this project?

This project will enable Castledown Radio to continue to provide services to a range of community groups and organisations and support communications across the community area. (see further information on this below). It will also facilitate the training and support of community volunteers and media students.

The main aim of getting new equipment in the studios is to train more new local volunteers in the art of radio (the old, complex mixers prevent this being carried out effectively), this will allow more access to the radio to members of the community from school age through to retirement. The new equipment will be more reliable, giving the ability to transmit shows without interruption due to failures in the equipment.

The Outside Broadcast equipment will allow the station to broadcast directly from events in local towns and villages. The station is currently only able to offer public address facilities at local events. Outside broadcasting will allow for the promotion of local events and activities and encourage wider participation in community radio and more local views and opinions to be expressed. Other residents of the Community Area will be able to listen in as if they were actually at the event.

### 6. Who will Project Manage this project?

Castledown Radio Ltd, Management Committee.

- **Please confirm costs and provide quotes**
- Total project costs up to and including £5,000 - 1 quote,
- Total project costs over £5,000 - 3 quotes

# Area Board Project/Councillor Initiative

<b>Project Costs</b>	<b>£</b>
Transmitter	1,950
Ariel	150
Sonifex S1v Mixer and MDX	2464
Sonifex S1 Mixer	2385
Power amplifier	179
UHF Radio Mic	176
PA 100v Amplifier	224
2 powered speakers	350
Marketing	500
Laptop for OB	449
IT Specialist 30 days	3,000
Wellington Academy studio build	20,000
<b>Total project costs</b>	<b>£ 31,827</b>

<b>Project Income</b>	<b>£</b>
Wellington Academy Studio Build	20,000
Audio Engineer 15 days in kind	1,500
IT specialist 15 days in kind	1,500
<b>Total Project income</b>	<b>£23,000</b>
<b>Balance and Funding Requested</b>	<b>£ 8,827</b>

## 7. Additional information in support of the project

### Castledown Radio Listener Reach

Castledown Radio operates as a community radio station with a discrete audience in the Tidworth, Ludgershall and surrounding areas.

Since it was launched, two formal market research surveys have been undertaken to assess the overall reach and success of Castledown Radio in reaching and servicing a diverse rural community.

The results from the first survey which was carried out in the Tidworth Community Area in 2008 showed that Castledown Radio had an extremely strong audience in the following groups: over 55's, the disabled and rural dwellers which supports the stations.

Across the respondents to the survey over 36% listened to Castledown Radio.

The stations weakest audience share was in the younger, male age groups where there is the most competition for their ears given modern media such as You Tube, Facebook, mobile devices and national youth stations such as Radio 1. This opens up opportunities for more programming produced by the young for the young or shows which play music focussed on the younger age ranges.

In the most recent Listener Survey carried out in March 2011 over 86% of those surveyed had heard of Castledown Radio and 64% had listened to the station on either a regular or occasional

# Area Board Project/Councillor Initiative

basis. This is very encouraging with a greater proportion of people in the area now listening to the Radio station on a regular basis compared to three years ago – but we could do so much more for rural and special groups that we cannot reach or support enough at the moment.

## How Castledown Radio Supports Community Groups

Castledown Radio is at the very core of the local community and gives numerous groups an opportunity to speak AND be heard.

### Training

- A core service to the community is the popular 'Day In Radio' courses which allow people to walk in off the street and become a live radio broadcaster in a day.

### Mums & Toddlers

- Visit local children centres in the community to record interviews, dedications and requests which are later broadcast.
- Run a 'Wiggly Ears' radio feature offering local people the opportunity to read stories for children on air.

### Primary School Children

- Running radio and media courses at local schools so that children can create their own radio show and learn how to express themselves in audio.
- Provide Sound and PA systems for School events and concerts to Schools who do not have suitable equipment so that children can be heard and understood.
- Working with Schools and PTA's to run Discos for fun or fund raising

### Secondary School Children

- Operate the Bluez 'n' Zuz disco events for Wiltshire Police, Wiltshire Youth Service and the Army Welfare Service to entertain youths in Tidworth. Proven evidence that these events reduce Anti-Social Behaviour amongst youngsters with little access to facilities.
- Running an after school Radio Club so that pupils can learn how to interview, present and compile a music show. Club members then get the opportunity to broadcast on air.
- Special Needs students are coached on a 1 to 1 basis using the medium of Audio to build confidence and aid their speech and language development. All SEN children have their shows broadcast. SEN staff report that the courses provide a very positive outcome to students who often find it hard to express themselves using the written word. Radio gives them a voice.
- Supply PA and Audio equipment for shows, concerts and performances.
- Work with the art department of Wellington Academy to provide an online gallery for student art.
- Provide training and media lessons for the Wellington Academy Media students.



# Area Board Project/Councillor Initiative

- Working with Business and Enterprise students on a business directory project.

## **University Students**

- As an OFCOM regulated radio station and part of the third tier of national radio broadcasting Castledown Radio offers Media, Broadcasting and Journalist students placements to gain experience on air as part of their course work or working placements.

## **Military Families & Dependants**

- Broadcast a morning show targeted at military dependents and those who live in remote areas of the Salisbury Plain military training area.
- Visit social events and families groups to record messages, dedications and play requests.
- Provide PA and sound for military events and fund raisers.
- Working with H4H Tedworth House to offer audio and radio training and experience to future residents.
- Plain Business radio show targeted to help the increasing numbers of local service leavers who would like to start their own business.
- Ongoing links with BFBS to provide programming,

## **Over 50's**

- Offer radio programming specifically for the over 50's and retired listeners. Features music from the 1940's onwards together with mind and body stimulation puzzles, exercises and chairbics.
- Focussed music shows which have included Time Tunnel, Classical, Jazz, Big Band and Hits from the 50's and 60's

## **Local Government Organisations**

- Provide an outlet for local Government organisations including the NHS, Police, Fire Service, Councils, Housing Associations, Community Support Groups and Defence Estates to broadcast news, updates, urgent messages and lifelong training course information.
- Provided a 24 hour Snowline service to the local community so parents could find out news about school closures without having to leave home or contact a school that was empty.

## **Local Clubs, Societies & Organisations**

- Broadcast information and news of events to promote local clubs, societies and organisations to the wider community.

## **Local Businesses**

- Proactive promotion of brand new local businesses through interviews and air time to promote new shops, outlets or small enterprises.
- Undertake and broadcast interviews and features with local business people and local

## Area Board Project/Councillor Initiative

businesses to air their issues, ideas and latest innovations.

- Provide a low cost advertising solution to reach the stations focussed local audience.
- Launching in January 2012, developed a weekly local business magazine show 'Plain Business' to give local business people a voice to share their tips, tactics and techniques to other business owners and those considering starting a business.

### **Villages & Hamlets**

- Provide a 'Voice of the villages' service allowing residents from micro communities to be trained in radio enabling them to be a 'voice' and record local news, events and community interviews.

### **Castledown Radio's BIG Problem**

The sheer range and diversity of community activities and support provided by Castledown Radio means that the existing stock of equipment is worn out having been in constant use since it was acquired (mostly through donations of kit) over five years ago.

Castledown radio does a lot but could do a lot more.

Getting volunteers to help is not an issue.

Training volunteers in how to operate equipment and do radio shows is not an issue.

The key issues facing Castledown radio are :-

1. That the existing equipment used for recording, editing and broadcasting is at the end of its serviceable life and needs replacement.
2. That the new facilities and services required and provisioned by the new studio building requires additional equipment.
3. In order to provide training that is representative of modern studio practice and operation we need to ensure that the equipment we use is also up to date where we can.

The provision of new and consistent studio and outside broadcast equipment would not only allow Castledown Radio's existing projects and community services to continue but would enable a greater number of local people to have their voice heard in the community.

Baz Reilly  
Station Manager  
Castledown Radio