

AGENDA

Meeting: SALISBURY AREA BOARD
Place: Alamein Suite, City Hall, Malthouse Lane, Salisbury SP2 7TU
Date: Thursday 10 January 2013
Time: 7.00 pm

Representatives from Salisbury City Council
and Laverstock and Ford Parish Council

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

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

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

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

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

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

Wiltshire Councillors

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

	Time
<p>1 Welcome and Introductions</p>	7.00pm
<p>2 Apologies for Absence</p>	
<p>3 Minutes (<i>Pages 3 - 16</i>)</p> <p>To confirm the minutes of the meeting held on 8 November 2012.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Updates</p> <p>The Chairman will give an update on outcomes and actions arising from previous meetings of the Area Board, including:</p> <ul style="list-style-type: none"> • New Canal Street • Mini-recycling site at Waitrose • The Maltings 	
<p>6 Information items (<i>Pages 17 - 22</i>)</p> <ul style="list-style-type: none"> a. Autism – briefing note enclosed b. Legacy events c. Police and Crime Plan d. Exciting Plans for Salisbury – Press Release looking ahead to 2013 	
<p>7 Update from Representatives (<i>Pages 23 - 26</i>)</p> <p>To receive updates from representatives of the following partner organisations:</p> <ul style="list-style-type: none"> a) Salisbury City Council b) Laverstock and Ford Parish Council c) Police d) Fire e) NHS – to include an update from Tony Barron (Chairman of NHS Wiltshire) on the Old Manor Hospital Site 	
<p>8 Safe Places</p> <p>To receive an update on the Police's Safe Places project, seeking to provide locations within the city where vulnerable people can go to feel secure.</p>	7.15pm

9	Anti-Social Behaviour at Gainsborough Close	7.25pm
	To receive an update from Inspector Andy Noble on a report of anti-social behaviour on Gainsborough Close.	
10	Youth Service Update	7.30pm
	To update the Area Boards on current integrated youth services.	
11	Update from Salisbury City Community Area Partnership (SCCAP) (Pages 27 - 32)	7.35pm
	To receive an update from the Community Area Partnership.	
	To receive feedback on the Participatory Budgeting Event on 10 December run by SCAAP on behalf of the Area Board, and to ratify the decisions made.	
12	Community Area Transport Group (Pages 33 - 34)	7.40pm
	To identify any issues for referral to the Community Area Transport Group (CATG).	
13	Purchasing policy	7.45pm
	To receive a presentation on the Council's purchasing policy, to inform consideration of a suggestion that the environmental credentials of contractors should be given greater consideration.	
14	Community Asset Transfer - Land adjacent to Studio Theatre (Pages 35 - 44)	8.00pm
	To consider an application for the Community Asset Transfer of the land adjacent to the Studio Theatre, Ashley Road, Salisbury.	
15	Community Area Grants (Pages 45 - 54)	8.05pm
	To consider community grants with the opportunity for questions from the public.	

16 **Future Meeting Dates, Evaluation and Close** (*Pages 55 - 56*)

9.05pm

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

The date of the next meeting is Thursday 14 March 2013, 7pm at South Wilts Grammar School for Girls, Stratford Road, Salisbury SP1 3JJ.

Future Meeting Dates

Thursday, 14 March 2013

7.00 pm

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

Thursday 27 June 2013

7.00pm

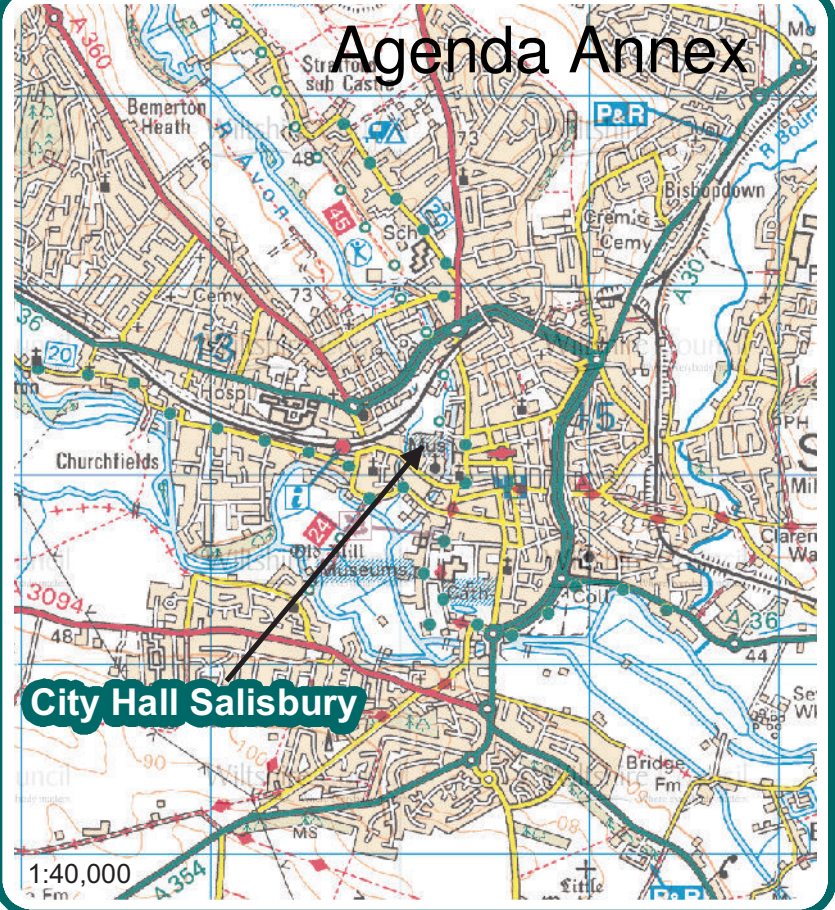
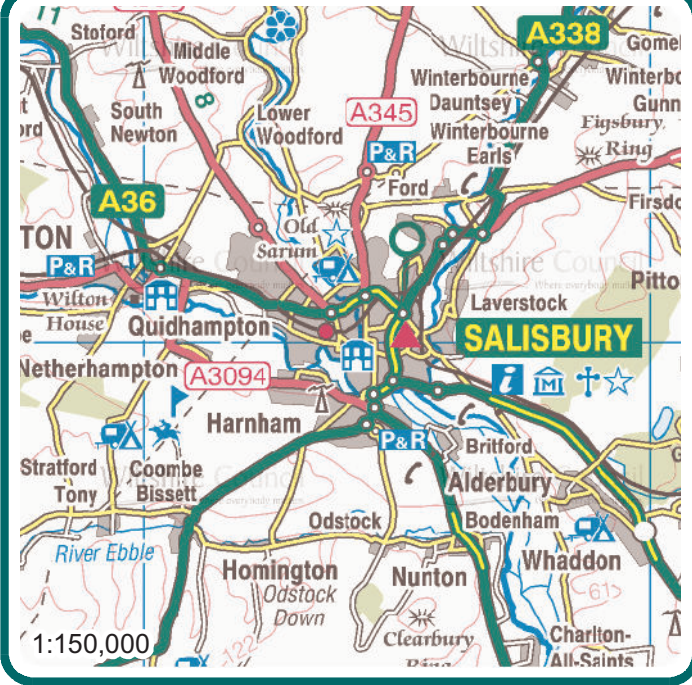
Salisbury Methodist Church, St Edmund Church Street,
Salisbury SP1 1EF

Thursday 12 September 2013

7.00pm

Location TBC

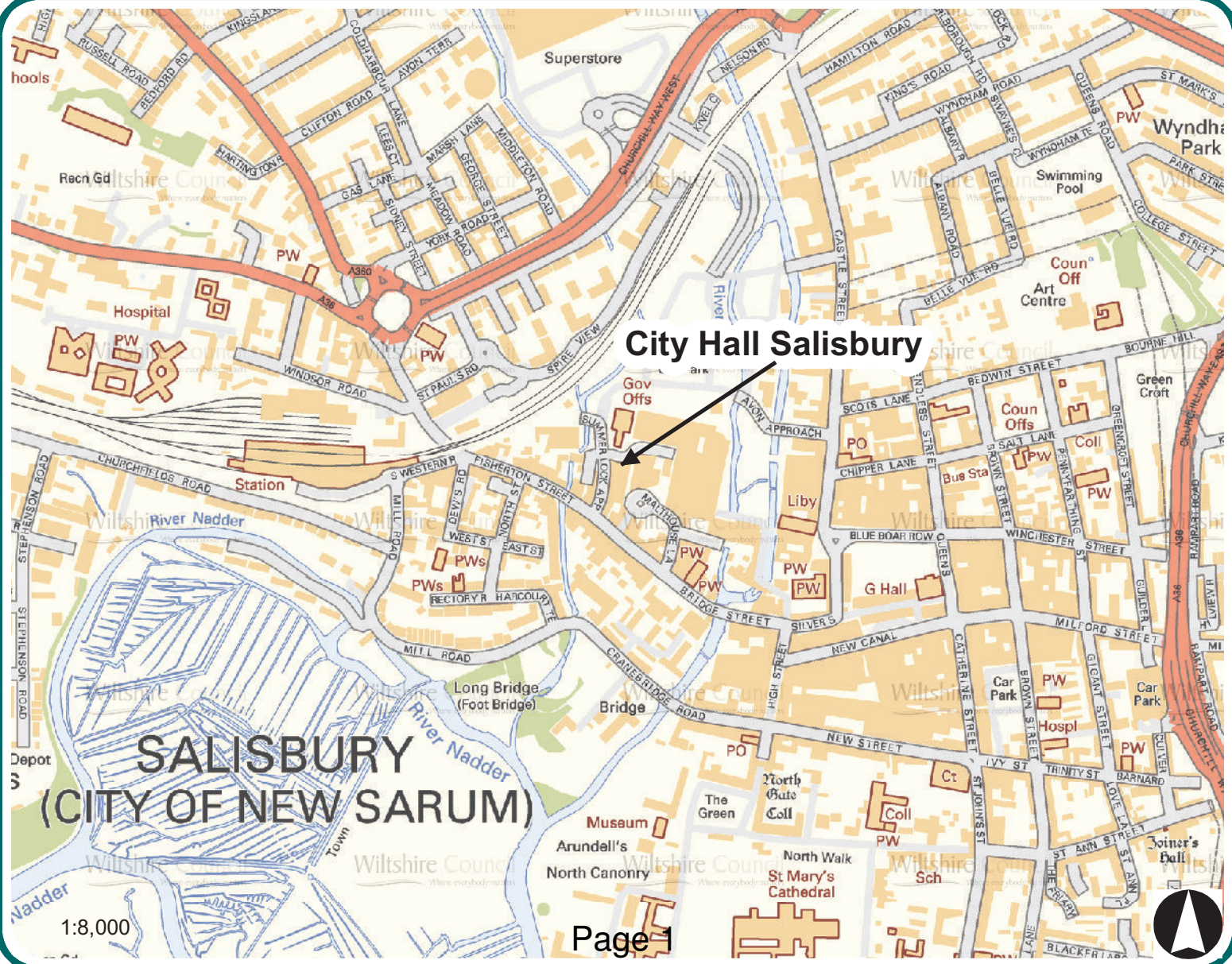
Agenda Annex



City Hall Salisbury
Malthouse Lane
Salisbury
Wiltshire
SP2 7TU



City Hall Salisbury



City Hall Salisbury

SALISBURY
(CITY OF NEW SARUM)



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MINUTES

Meeting: SALISBURY AREA BOARD
Place: South Wilts Grammar School for Girls, Stratford Road, Salisbury SP1 3JJ
Date: 8 November 2012
Start Time: 7.00 pm
Finish Time: 10.13 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

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

Cllr Dick Tonge (Cabinet Member for Highways and Transport)

Wiltshire Council Officers

Stephanie Denovan, Service Director for Schools and Learning
Marianna Dodd, Salisbury Community Area Manager
James Hazlewood, Senior Democratic Services Officer
Laurie Bell, Service Director Communications
Allan Creedy, Head of Service - Sustainable Transport
Andrew Foster, Project Manager
Simon King, Senior Trading Standards Officer

Town and Parish Councils

Salisbury City Council – Cllr Jo Broom, Cllr Joe Rooney, Annie Child
Laverstock and Ford Parish Council – Cllr Nigel Roper, Cllr David Law

Partners

Wiltshire Police – Inspector Andy Noble

Wiltshire Fire and Rescue – Mike Franklin

“Our Salisbury” – Salisbury City Community Area Partnership (SCCAP) – Debrah Biggs

St Edmunds Community Association – Tony West, Mary Stephens

Harnham Neighbourhood Association – John McGarry

Salisbury Journal – Elizabeth Kemble

Total in attendance: 67

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Salisbury Area Board and invited the members of the Board to introduce themselves.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from:</p> <ul style="list-style-type: none"> • Cheryl Hill, Salisbury City Council
3	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on 6 September 2012 were agreed as a correct record and signed by the Chairman, subject to the following changes:</p> <ul style="list-style-type: none"> • Minute 11 (The Maltings – Public Engagement), final bullet point, add: “...and that consultation would also include people from outside the city.” • Minute 17 (Community Area Transport Group), under decision, delete point 4.
4	<p><u>Declarations of Interest</u></p> <p>None.</p>
5	<p><u>Chairman's Updates</u></p> <p>The Chairman reported that the Marketplace scheme was now progressing to the design stage, and that the proposals for New Canal Street were available on the Area Board website. The weighbridge had been lifted to see if the mechanism could be preserved, however it had already been removed. The Disabled parking would be relocated before the Christmas market. Designs were being produced for consultation on the layout of benches and lampposts, and this would come for a decision to the Area Board in January.</p> <p>The Chairman sought the agreement of the Area Board to a proposal that no funding decisions should be taken at the March 2013 meeting, in view of the proximity to the elections on 2 May 2013. While the Area Board members</p>

	<p>supported the principle of seeking to avoid any perception that the impending election would influence grant decisions, the point was also made that this would leave a 6 month gap between opportunities to apply for grants. It was also considered that the Area Board had never taken grant decisions based on political views, but based on the relative merits of the application.</p> <p>Upon being put to the vote, the motion that the Area Board would take no grant decisions at the March 2013 meeting was a split vote at 4 in favour and 4 against. The Chairman declined to use his casting vote, and so the motion was NOT CARRIED.</p> <p>The Chairman also noted that he had agreed to a change to the order of the agenda, as some speakers needed to leave to attend another meeting. As such, the items 12 (Salisbury Transport Strategy) and 14 (Traffic Wardens) would be taken immediately.</p>
6	<p><u>Salisbury Transport Strategy</u></p> <p>Allan Creedy, Head of Sustainable Transport, presented the background to the Transport Strategy, referring to the Core Strategy, and the 9,910 additional dwellings and 10,900 additional jobs which were planned for the city by 2026. The projected increase, and the allocated sites within the Core Strategy, helped inform transport planning, in terms of how to manage the anticipated increase in journeys.</p> <p>It would cost an estimated £25 million over 14 years to mitigate the effect of the projected growth, which equated to roughly £3300 per dwelling. This would be funded partly by the new Community Infrastructure Levy (CIL), and partly by other sources of funding such as Local Sustainable Transport Fund, Highways Agency “Pinch Point” funding, Better Buses, and funding available through the Local Enterprise Partnership (LEP).</p> <p>It was noted that information on the Transport Strategy which was available on the Council’s website was quite complicated and technical. A new summary document was being prepared and would be shared shortly with the Councillors, prior to being published online.</p> <p>Councillor Dick Tonge, Cabinet Member for Highways and Transport, acknowledged that the Transport Strategy documents had not been produced as originally planned, and this was down to a reallocation of resources to priority areas within the department. However, the document was currently being prepared which would set out the main junctions and funding arrangements. Supplementary documents would then be produced which would address the detail of various aspects, for example Accessibility, Cycling, Rights of Way, and Parking.</p> <p>Councillor Tonge also referred to a successful bid to the local sustainability fund</p>

	<p>which would see £1.4 million coming to Salisbury for improvements to the Station and charging points for electric cars. The Better Buses partnership was also delivering real benefits for the City.</p> <p>The Chairman invited questions and comments:</p> <ul style="list-style-type: none"> • Responding to questions regarding the timeframe, Allan reported that the initial theme documents would be ready by the end of 2012. • It was also noted that the Transport Strategy was linked to the Air Quality Action Plan, and Allan undertook to find out what stage this plan had reached in terms of development. • Councillor Tonge commented that there was a balance of views whereby some people were more concerned about air quality, and other were more concerned with keeping car parking charges low, and so this simple solution to improving air quality was not universally popular, as had been proven by the petition over car parking charges when these had been increased in 2011. • It was noted that Community Infrastructure Levy (CIL) would be restricted to localities, and that a certain percentage (yet to be determined by government) would be controlled by the local Parish Council.
7	<p><u>Traffic Wardens</u></p> <p>The Chairman introduced this item, commenting that he had received several suggestions that the role of Civil Enforcement Officers could be expanded to include reporting on other aspects of the street scene, such as street lights, potholes and dog mess. However, on investigation, it had been confirmed that the role of Civil Enforcement Officers was restricted by legislation.</p> <p>The Chairman noted that he would be raising the suggestion of City Makers under item 12 (The Legacy of 2012) and that this might also relate to this idea.</p>
8	<p><u>Information items</u></p>
8.1.	<p><u>Christmas Market</u></p> <p>The Chairman noted that the Christmas Market was would be opening on 29 November and running to 16 December.</p>
8.2.	<p><u>Purple Flag Award</u></p> <p>The Area Board congratulated and thanked all those involved in developing the successful bid for Purple Flag status for the city. The award acknowledged the city as a safe venue for an enjoyable night out, and had been awarded following</p>

	a rigorous assessment.
8.3.	<p><u>Community Infrastructure Levy (CIL)</u></p> <p>The Chairman noted that information on the consultation regarding Community Infrastructure Levy (CIL) was set out in the agenda pack at pages 19-22. The consultation was open until 12 November. (Note: <i>Subsequent to the meeting, the consultation was extended until 5 December</i>).</p>
8.4.	<p><u>Victim Support</u></p> <p>Information on this was set out at pages 23-24.</p>
8.5.	<p><u>Welfare Reform</u></p> <p>Information on this was set out at pages 25-26.</p>
9	<p><u>Update from Representatives</u></p> <p>Councillor Jo Broom, Leader of Salisbury City Council (SCC), gave an update on the work of SCC:</p> <ul style="list-style-type: none"> • The works to the Queen Elizabeth gardens was scheduled to begin on 19 November and complete in mid March. This was the result of a number of years work, including significant public consultation. • The City Council was working towards the Remembrance Sunday and Armistice Day parade, which would culminate in front of the war memorial in the Guildhall Square. • The Christmas Lights Switch on would be on Thursday 22 November at 6pm, with entertainment from 4pm including a Christmas craft workshop. • The Illuminated Carnival had been a big success, and had raised £2.5K for the Mayor's Appeal. <p>David Law, of Laverstock and Ford Parish Council, referred to the Network Rail work to Broken Cross bridge. The works had been going on for 2 weeks and were scheduled for the next 4 months. Despite the diversion arrangements, some drivers were using Ford as a cut through. The Parish Council had arranged a meeting to discuss the matter.</p> <p>Inspector Andy Noble referred to the written report, noting that the crime figures were broadly stable. Officers had been concentrating on the work arising from the Purple Flag bid, which included covert work to identify fake IDs, and working with venues to make the night time economy safer for all. The police were pleased to be supporting the Christmas Lights Switch on, and were also planning for the BBC One Show which would be broadcasting live from the Guildhall Square on Wednesday 14 November.</p> <p>Responding to a question regarding the Police and Crime Commissioner (PCC) Elections on 15 November, Inspector Noble commented that he could not speak</p>

	<p>about the candidates nor the relative merits of the new arrangements, but that the existing Police Authority and the Chief Officer team had been working hard to ensure a smooth handover.</p> <p>In response to a question regarding the future of the Police Station, Inspector Noble commented that the arrangements for the police estate were currently under review, but no decisions had been taken.</p> <p>Councillor Paul Sample thanked Inspector Noble on behalf of the residents of Wyndham Road for the proactive work done there addressing anti-social behaviour.</p>
10	<p><u>Update from Salisbury City Community Area Partnership (SCCAP)</u></p> <p>Debrah Biggs, Chairman of “Our Salisbury” the Salisbury City Community Area Partnership (SCCAP), gave an update on the work of the Partnership, reporting that the partnership had been involved in the Purple Flag bid, contributing through the Community Safety theme group.</p> <p>Debrah updated the meeting on other on-going work involving the Waste & Recycling, Education, and Transport theme groups.</p> <p>SCAAP would be running a Participatory Budgeting event on Monday 3 December in the Arts Centre, to facilitate a public decision on how to allocate the youth funding which was available to the Area Board; this would then be ratified by the Area Board at its next meeting. (Note – <i>Subsequent to the meeting, the date of the Participatory Budgeting event was change to 10 December</i>).</p>
11	<p><u>Understanding Autism</u></p> <p>Maria Cattelona, Commissioning Officer (Disabilities) at Wiltshire Council, introduced the item which sought to inform the meeting about new responsibilities to people with Autism, and to raise awareness of the condition, and what can be done to support autistic people and their families.</p> <p>Maria explained that Autism was not a learning disability or a mental health condition, but rather a condition which caused difficulty with social communication, social imagination, and social interaction. An estimated 4,500 people in Wiltshire had autism, or which around 415 lived in Salisbury. However, only 78 of these people in the Salisbury area were known to Wiltshire Council. It was proven that people with Autism were more likely to develop mental health problems, fail to receive the right support, and struggle to find a paid job.</p> <p>Jeremy Bugden from South Wilts Mencap introduced a number of people whose lives were directly affected by Autism or Aspergers, and who then shared their</p>

	<p>experiences. They spoke about the difficulties the condition presented, the services which were already in place, and what type of things could be done to help provide more support for autistic people and their families, including:</p> <ul style="list-style-type: none"> • Lengthy delays and difficulties in getting the condition diagnosed, which had a knock on effect on getting the right support. • Difficulties in getting social/supported housing for autistic people. • Difficulties in the workplace, although it was noted that some employers were very helpful in supporting autistic employees. • Some shops and venues gave their staff training to identify and deal with autistic customers, for example the Cinema put on special showings for people with autism. It was hoped that this could be promoted and acknowledged to encourage a wider uptake. <p>The Chairman thanked Maria and the group for attending and for sharing their experiences, and it was hoped that some actions would come out of the discussion.</p>
12	<p><u>Salisbury Campus: Membership of Shadow Community Operations Board (COB)</u></p> <p>Andrew Foster, Project Manager, gave an update on the work of the Shadow Community Operations Board (COB) in relation to the Salisbury Campus proposed for the Five Rivers Leisure Centre site.</p> <p>A written copy of the update was circulated and a copy is attached to these minutes.</p> <p>The Area Board was also asked to agree the appointment of 2 new members of the COB, as set out in the agenda:</p> <p><u>Decision</u> The Salisbury Area Board agreed the following appointments to the Shadow Community Operations Board:</p> <ul style="list-style-type: none"> • Solomon Rimer, community representative; and • Mike Claydon, user group representative.
13	<p><u>The Legacy of 2012</u></p> <p>Laurie Bell, Director of Communications at Wiltshire Council, gave a presentation looking back at the events of 2012, and referring to the huge number of people who had been involved in Wiltshire.</p> <p>Laurie referred to the pictures on the screen and the film which had been shown before the meeting, as a reminder of the Queen's visit to Salisbury in May, and the Olympic Torch relay, the Olympic Torch evening event at Hudson's Field</p>

	<p>along with other iconic moments of the year in Wiltshire.</p> <p>Estimated figures from the Police showed that these events were attended by a total of 225,000 people; over half the population of the county. This had generated an additional spend of £1 million on the days in question, with many traders reporting repeat business as a result of those days. B&Bs and Hotels in the county had reported unprecedented business on those days, and the Visit Wiltshire website had received its biggest ever number of hits during 2012.</p> <p>The publicity generated by the events had also been huge, with an independent media company valuing the coverage of the Queen’s Diamond Jubilee event in Salisbury as £191K, and the Olympic torch relay and Hudson’s Field event at £890K. In addition, the footage of athlete Michael Johnson carrying the Olympic Torch at Stonehenge had become one of the iconic images of the games, being used on the BBC coverage, and the Coca-Cola advert. The value of this in terms of advertising for tourism in Wiltshire was estimated at £2.7 million.</p> <p>The cultural and social benefits of the events were also huge, although much harder to quantify, but it was considered important that the legacy of the events should be built on and captured for future years. A Steering Board had been set up to help generate and promote projects to focus on positive outcomes from the events of 2012.</p> <p>The Chairman thanked Laurie for the presentation and invited comments and suggestions on what could be done in the city, to ensure a lasting benefit from 2012:</p> <ul style="list-style-type: none"> • City Makers – it was suggested that volunteers could be recruited to welcome tourists to the city, and to offer help, advice and directions. • Salisbury through the ages – The City Council was already planning a 1 day event for the summer, to celebrate Salisbury’s history. • Salisbury Music Festival – this had been suggested following the success of the Hudson’s Field event • Further street parties. • Fine Art Trail – it was noted that there was already a heritage trail, and that an Art Trail was being considered for next year. <p>The view was also expressed that some traders had suffered a drop in business as a result of the events, and that the event on Hudson’s Field had damaged the grass so that it could no longer be used by the rugby club.</p>
14	<p><u>Changes to Mini-recycling Site at Waitrose</u></p> <p>The Chairman explained that this item was on the agenda following comments regarding the changes to the recycling facility at the Waitrose car park. The cardboard and plastics collection had been withdrawn, as part of the</p>

	<p>harmonisation of waste and recycling collection services, and following decreasing uses as a result of kerbside collection of cardboard and plastics.</p> <p>The view was expressed that the decision to remove the plastic and cardboard recycling from the site was inconsistent with the Council's duty to promote recycling, and the need to reduce residual waste to avoid rising landfill tax. As such it was requested that the collection of plastic and cardboard be reintroduced to the site.</p> <p>During discussion the following comments and questions were raised:</p> <ul style="list-style-type: none"> • Although it was understood that most mini-recycling sites had been changed due to the harmonisation of kerbside waste and recycling services, it was less clear why the Waitrose site had been changed, as it was extremely well used. • Could the same be considered for the Southampton Road Tesco recycling site? • Could litter bins in the city be changed to include recycling? The Chairman reported that this was being considered for a funding bid to the Area Board. • A number of local businesses took their recycling to the mini-sites, to avoid having to pay for landfill. There was a risk that reducing the availability of the sites would result in higher costs for local businesses, and more waste sent to landfill. • It was hoped that the Area Board could be given the collection figures for the site in question, and for the City area, rather than the statistics in the agenda which appeared to refer to Wiltshire as a whole. <p>It was noted that the mini-recycling sites were invaluable for those residents who lived in the city, due to the lack of space for storing recycling boxes in terraced houses and flats. As such, it was considered that there should be an easily accessible site within the city for people to take their surplus plastics and cardboard recycling.</p> <p><u>Decision</u> The Salisbury Area Board agreed to recommend to the Cabinet Member for Waste, Property, Environment and Development Control Services, that the collection of plastics and cardboard recycling be reintroduced to the mini-recycling site at Waitrose, Salisbury, unless it can be proven that those collections at that site were not viable or worthwhile.</p>
15	<p><u>Lorrywatch</u></p> <p>Simon King, Senior Trading Standards Officer, gave a presentation on the Lorrywatch scheme, which sought to identify lorries breaking weight restriction regulations.</p>

	<p>The schemes were run on a similar system to the Community Speedwatch networks, whereby a group of volunteers and a local coordinator received training and gave an allocated amount of time each week when they could monitor the roads and bridges with weight restrictions, and then report the lorries to Trading Standards for action. In some areas the Community Speedwatch and the Lorrywatch schemes had been combined.</p> <p>A Lorrywatch scheme had been running in Laverstock for just over a year. The results were encouraging with 105 lorries reported, of which 30 were found to have infringed the weight restrictions. This gave an indication that around two thirds of lorries were using the roads legally, i.e. for making deliveries or collections.</p> <p>Another scheme was in place at Lanford, and there was interest in Quidhampton. The meeting was asked to consider a scheme at Bemerton Village, along to Fisherton, as there was a proven history of lorries getting stuck on this road.</p> <p>It was suggested that a scheme could be considered for the whole city, to help establish a larger base of volunteers. Another suggestion was for clearer and increased signage, to discourage HGV drivers from using unsuitable roads. Councillor Chris Cochrane offered to coordinate the setting up of the scheme.</p> <p>Responding to a question, Simon confirmed that anyone spotting a lorry using a road illegally could report it to the Police or to Trading Standards.</p>
16	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Chairman referred to the written report set out at pages 41-42.</p> <p><u>Decision</u> The Area Board agreed to approve the Community Area Transport Group (CATG) recommendation that £7K be released from the CATG discretionary budget to support the Prebendal House, Stratford Road scheme.</p> <p><u>Reasons</u> – <i>As set out in the report.</i></p>
17	<p><u>Grants and Funding</u></p> <p>The Chairman referred to the report set out at page 43 onwards in the agenda.</p> <p>In relation to the Area Board project bid for 30mph wheelie bin stickers, it was suggested that this could be expanded to include stickers for 20mph zones.</p> <p><u>Decision</u> Salisbury Area Board agreed to award £420 towards the Area Board project to provide 30mph and 20mph stickers for wheelie bins.</p>

	<p><u>Reason</u> <i>The project meets Councillor-led project criteria as detailed in the Officer's report attached to the agenda.</i></p> <p><u>Decision</u> South Wilts Mencap was awarded £2,700 towards a series of themed fun days throughout 2013.</p> <p><u>Reason</u> – <i>The application meets the Community Area Grants Criteria 2012/13 and demonstrates a link to the Community Plan, as detailed in the officer's report attached to the agenda.</i></p>
18	<p><u>Future Meeting Dates, Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending and noted that the next meeting of the Salisbury Area Board would be held on 10 January 2013 in the Alamein Suite, City Hall, Malthouse Lane, Salisbury SP2 7TU.</p>
<p align="center"><u>Appendix A - Salisbury Campus - Shadow Community Operations Board update - 8th November</u></p>	

Update for Salisbury Area Board

Update from	Salisbury Shadow COB
Date of Area Board Meeting	8 th November 2012

Overview

Development work for the Salisbury Community Campus Five Rivers has been on-going with the shadow Community operations board meeting with Wiltshire Council services and partner organisations to develop the brief for the Five River site. The shadow COB have met with representatives from Youth services, Learning Disability day service, Police, Wiltshire Music service and Leisure to gain an detailed understating of each of the services requirements for the campus. Each service specifications, along with the shadow COB's design, travel and management principles have been developed into a design brief that will inform the design process of the campus.

In addition to developing the design brief, initial work has been completed at Five Rivers to examine the conditions that may impact on the design and development work such as ecology surveys and underground conditions. Also during this period the shadow COB made recommendations on potential areas that could be developed on the site.

The next phase of work that the shadow COB will be completing includes reviewing the condition surveys and starting the next phase of design which will be looking at the development of the campus with a team of architects.

Key Headlines

- Meetings held with service provides due to be included within the campus
- Specifications gained and amalgamated into an initial design brief
- Design, travel and management principles included within design brief
- Surveys completed on site to inform the design process
- Design phases developing with a team of architects for the campus.

Signed:

Date:

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Briefing note for Salisbury Area Board
10 January 2013

The process for Autism Spectrum Disorder (ASD) diagnosis in Southern Wiltshire has historically been different from the process for children and young people in other parts of the County. In Southern Wiltshire, the paediatricians have led the process for under 5s with the Child and Adolescent Mental Health Service (CAMHS) leading the process for children over the age of 5. For children and young people in North, West and East Wiltshire, the paediatricians lead the diagnostic process for children and young people of all ages but with input from Child and Adolescent Mental Health Service practitioners when a child's needs are particularly complex or the child is already receiving a service from CAMHS.

Commissioners from the PCT have held discussions with Salisbury Foundation Trust about paediatricians leading the diagnostic process for all children and young people up to the age of 18. However, changes to the process have not yet been agreed. In the meantime, all referrals for a possible ASD diagnosis for children in Southern Wiltshire who are over the age of 5 are being assessed by the Speech and Language Therapy Service who will then ensure that children have access to a diagnostic process from a paediatrician based at Great Western Hospital if required.

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Subject:	Legacy for Wiltshire
Officer Contact Details:	Carlene Robinson Senior Project Support Officer 01225 713152 Carlene.robinson@wiltshire.gov.uk
Weblink:	Follow 2012 A year of Celebration at:  
Further details available:	Carlene Robinson Senior Project Support Officer 01225 713152 Carlene.robinson@wiltshire.gov.uk

Summary of Announcement:

This year has been an overwhelming success for Wiltshire and it was wonderful to see our communities come together and celebrate. The community spirit and sense of pride that was apparent across the county was unique, and to see more than half our population attend this year's events just shows what we can achieve when we work together.

The challenge now is to keep that spirit and sense of achievement and pride alive, and to create a lasting legacy for Wiltshire. Keeping the momentum of this year going into 2103 and beyond will be good for our county. We need to take every opportunity to encourage communities to continue to come together, to take action to keep our economy buoyant and to encourage people to keep active and healthy.

This year we held a series of community evening events that provided a forum to share ideas and plans and to update on key information. We would like to reconvene these meetings in the new year to focus on what we can do in 2013 to create a lasting legacy and by working together how we keep the success of this great year going.

We would like to invite you to attend one of the following events;

- Wednesday 16 January, at the Corn Exchange, Devizes**
- Wednesday 23 January, at the Guild Hall, Salisbury**
- Thursday 31 January, at County Hall, Trowbridge**
- Thursday 7 February at the Town Hall, Chippenham**

All the evenings will start with tea and cakes at 6pm. The meeting will start at 6.30pm, finishing by 8pm.

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Exciting Plans for Salisbury

(Press Release 21 December 2012)

Salisbury took centre stage during this celebratory year and 2013 is looking just as significant as major developments and improvements continue to take place in the city.

The spotlight was on Salisbury in May when Her Majesty the Queen visited the city as part of her Diamond Jubilee tour and the major Festival of Celebration was held at Hudson's Field in July to mark the overnight stay of the Olympic Torch.

The good news continued as it was also announced Salisbury has the fewest number of empty shops out of any shopping centre in Britain, and £400,000 of funding was secured as part of the Better Bus Area fund to improve transport in the city.

With the New Year just days away, 2013 is looking just as good for the city's businesses, residents and visitors as they are set to benefit as plans for the Market Place move forward and the multi million pound Maltings development.

A survey which will shape the overall look of the Market Place is currently taking place and local people and traders are being encouraged to have their say on aspects of the plan, such as street lighting and seating. The survey can be found at www.surveymonkey.com/s/Y2NX3NL and it is open until January 8, 2013.

The £3m Market Place improvement scheme, which is being led by Salisbury Area Board with Wiltshire Council funding, includes new lighting, seating and ground surfacing.

More car parking spaces for blue badge holders will be provided in the area and no car parking spaces will be removed until alternatives are in place. As part of this, an existing coach and car parking area in New Canal Street will be enhanced.

Civil enforcement officers will also be focusing on this area to prevent non blue-badge holders from using spaces.

Plans for the Maltings site by developer Stanhope, who were appointed by Wiltshire Council in February, went on display last week. Stanhope is proposing to deliver an outstanding new retail and leisure quarter for Salisbury. A second exhibition is planned for next year before an outline planning application is submitted.

The evolving plans include high-quality new shops, restaurants and leisure opportunities, new and improved public spaces and well lit, generously spaced car parking.

Wiltshire council leader Jane Scott said: "This has been a great year for Salisbury and we are doing everything we can to ensure this enthusiasm and boost to the economy continues. The Maltings is a major development and one that will secure the city's long term future and ensure it can continue to compete with major nearby shopping centres.

"We are delighted the area board is working with local people and traders, and moving forward with the Market Place design.

"We know people are facing challenging economic times but we are working more closely with our partners than ever before to make sure Wiltshire's city continues to grow in a suitable way, creating local jobs for local people."

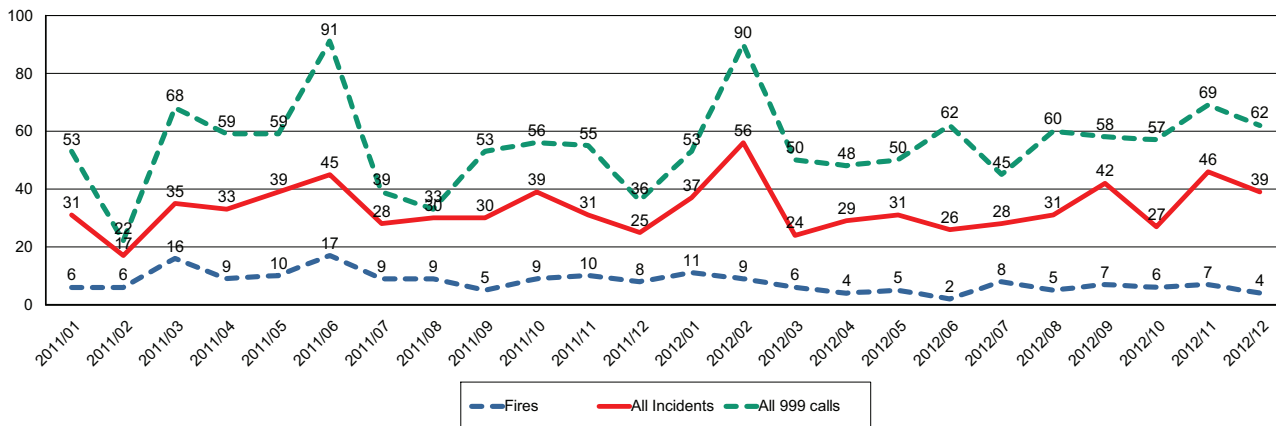
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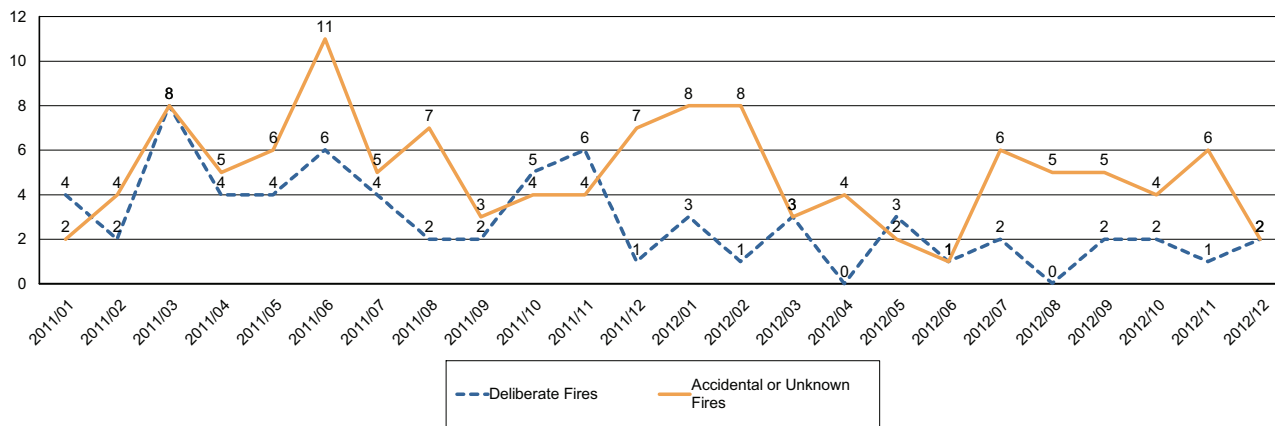
Report for Salisbury Area Board

The following is an update of Fire and Rescue Service activity up to and including December. It has been prepared using the latest information and is subject to change.

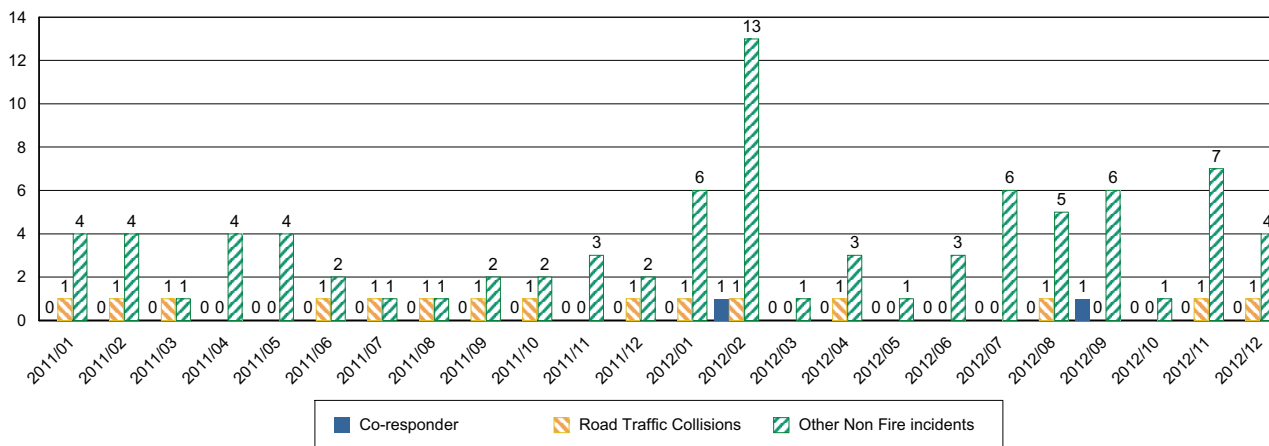
Incidents and Calls



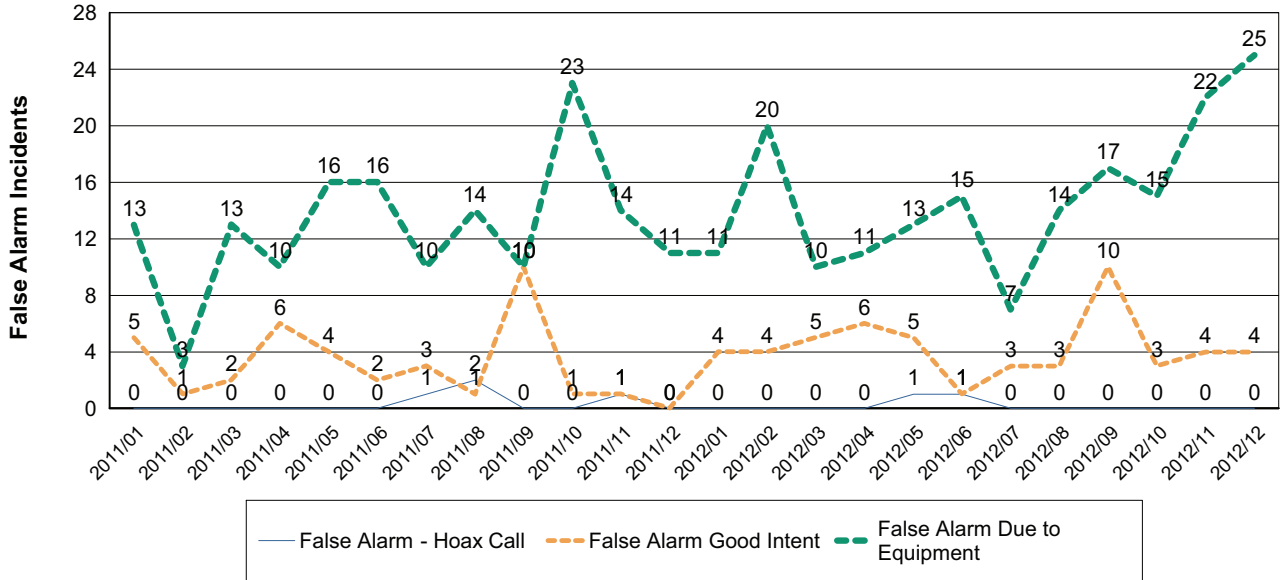
Fires by Cause



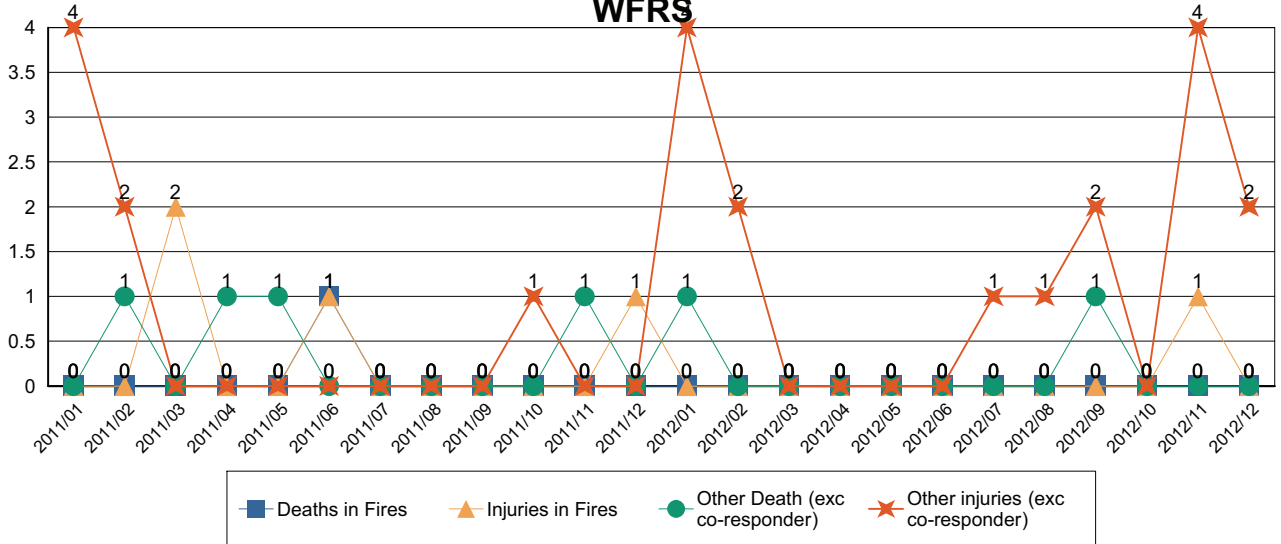
Non-Fire incidents attended by WFRS



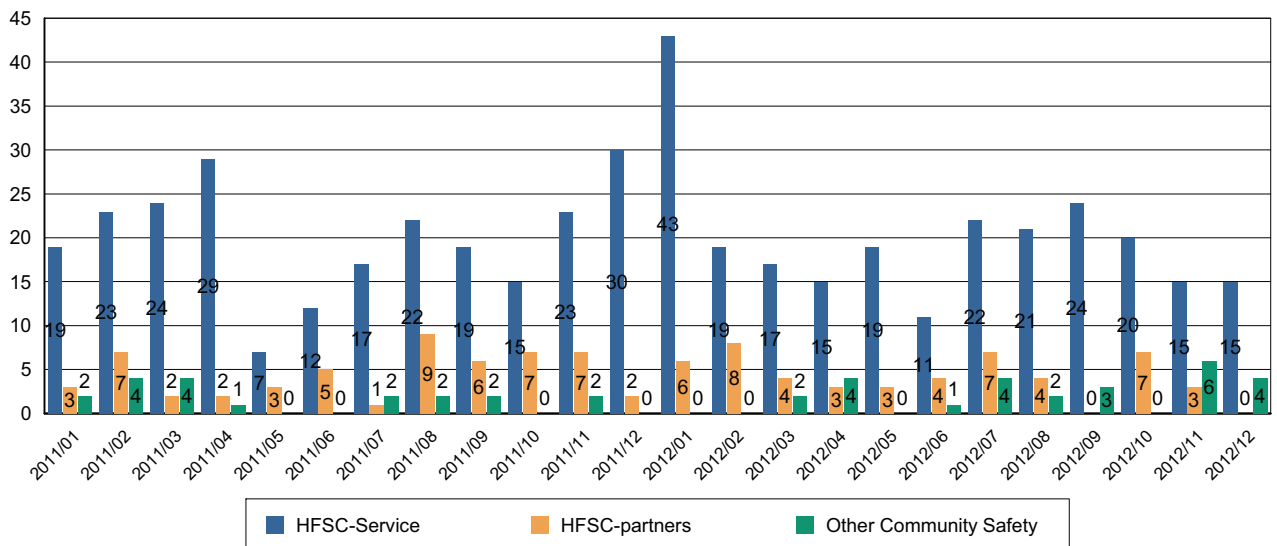
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

December 2012 update

Get the jab, get Flu Safe

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

People in the 'at risk' group are more vulnerable to the effects of seasonal flu and it's recognised that they can go on to develop a more serious illness, such as bronchitis and pneumonia.

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

- everyone aged 65 years and over (including those who will be 65 by March 31 2013)
- all pregnant women irrespective of their stage of pregnancy
- Adults and children over six months with long term heart, lung, kidney, liver or neurological conditions
- people with diabetes
- anyone who has a reduced immunity because of an illness or medical condition
- people with asthma
- anyone in long-stay residential care
- carers of disabled or elderly people and healthcare workers that are in direct contact with patients

The flu jab is completely safe, even for pregnant women, and it can't give you flu as it does not contain any live virus.

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

Choose Well campaign

NHS Wiltshire is appealing to the public not to go to A&E departments this winter unless they genuinely have a very serious or life threatening health problem.

Every year hospitals report that the number of people using A&E inappropriately is increasing – costing the millions of pounds – when there are more suitable health services available.

The Choose Well campaign aims to encourage people to find a more appropriate service for minor injuries and ailments. In particular, the campaign will focus on providing information to:

families with young children

young people aged 15 – 24

people with long term conditions such as diabetes or respiratory problems.

The Choose Well campaign asks the public to think about how serious their health problem is and then choose the right service:

- For very minor problems such as a hangover, indigestion, or a grazed knee, people should self-care
- For minor infections, coughs and colds, advice can be given by local pharmacies
- For ailments such as stomach pain and vomiting, a persistent cough or ear pain call your GP surgery, visit your local walk in centre or your minor injuries unit. Details can be found at www.nhs.uk A mobile phone friendly web-link is also available at <http://bit.ly/nhsnwQR>

If you are not sure which service to choose, call NHS Direct on 0845 4647.

Non-Urgent Patient Transport Services

The Department of Health defines non-emergency Patient Transport Services (PTS) as the non-urgent, planned, transportation of patients with a medical need for transport to and from a premises providing NHS healthcare and between NHS healthcare providers.

This can and should encompass a wide range of vehicle types and levels of care consistent with the patients' medical needs.

We are seeking the opinion of local people who use non-urgent patient transport on how the current service is being provided and encourage you to complete the questionnaire and share your views.

Please go to our website to complete our questionnaire:

<http://www.wiltshire.nhs.uk/Default.aspx.LocID-01Inew02q.RefLocID-01I007003001.Lang-EN.htm>

If you would like a hard copy of the Questionnaire, please call the communications department on 01380 736010.

The next PCT Cluster Board Meeting will be held on **Weds 23rd January** – venue TBC Members of the public are welcome to attend. Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire, email: stacey.saunders@wiltshire.nhs.uk

WILTSHIRE COUNCIL

ITEM 11

SALISBURY AREA BOARD
10 January, 2013

Applications for funding to a Participatory Budgeting Event supporting projects that engage with young people

Purpose of the Report

To set out the process and outcome of the PB event held on 10 December, 2012 and to request the Board to ratify the result.

Background

1. Area boards have been given extra funding to engage young people who are currently unable to access existing services (e.g. by providing transport to existing provision/delivering services in rural areas/delivering services that target specific groups.)
2. Salisbury Area Board has £7,825 allocated to these youth funding projects, which is in addition to the Community Area Grant budget.
3. It has been agreed that a Participatory Budgeting process can be used as a method of allocating Area Board's youth funding in accordance with the principles of local governance. The Participatory Budgeting Unit defines PB as: 'Participatory Budgeting is a method where local people decide how to allocate part of a public budget. It directly involves local people in making decisions on the spending and priorities for a defined public budget and aims to increase transparency, accountability, understanding and social inclusion in local government affairs.'

Main Considerations

4. Councillors will need to be satisfied that grants awarded in the 2012/13 year are made to projects that can realistically proceed within a year of the award being made.
5. At its 6 September, 2012 meeting, the Board agreed that 'Our Salisbury Community Area Partnership (SCCAP) undertake the task of carrying out a Participatory Budgeting event involving youth organisations and youth groups in the city between September – December, 2012, in line with the criteria and considerations as set out by the Community Area Manager. The outcome of the event would then be presented for ratification at the 10 January, 2013 Area Board meeting'.
6. SCCAP would invite youth organisations and youth groups to submit applications for funding which would be screened for suitability by SCCAP

and the Community Area Manager. Applicants would be invited to attend the event.

7. The PB process would follow the format below:

- Applicants to present their pitch at the PB event, this might be a verbal or power point presentation, a video or other means of communicating the salient points of their project
- Once all applicants have presented and answered any questions from the audience, voting will take place using voting handsets.
- Applicants and supporters would be asked not to vote for their own projects
- Criteria would be weighted to reflect rank/importance to the city
- Voters would be advised to bear in mind the following criteria when voting:
 - Will the project leave a legacy for the city (each vote x 3)
 - Are there demonstrable benefits for young people (each vote x 2)
 - Does the project demonstrate value for money (each vote x 1)

8. Unsuccessful projects would be advised to discuss other means of funding, if applicable, with the Community Area Manager.

Outcome

1. Ten applications were received and after discussion between SCCAP and the Community Area Manager, all were viewed to be acceptable to go forward for PB as follows:

- PH Sports Camps sought £810 to provide free running sessions during the school holidays
- South Wilts Mencap sought £2,200 to run an Arts Club for one year.
- Salisbury Community Circus sought £500 for LED juggling equipment.
- Phoenix Star Cheerleaders sought £1,530 for uniforms or £930 for trainers
- South Wilts Grammar School sought £1,779 for a peer mentoring pilot scheme.
- Elim Christian Centre sought £1,500 to kit out a new youth space
- Sarum Open Award Centre sought £1,680 for sleeping bags, liners
- Wiltshire Young Carers sought £1,300 to allow them to become critical carers at performances and events at the Salisbury International Festival.
- St Osmunds Pre-School sought £1,000 for fun days out for young people under the age of five who live in the Friary.
- Kat and the Unit Youth Committee sought £1,900 to fund a joint project between The Unit, Salisbury Cathedral and the Salisbury Arts Centre.

2. The PB event was held on 10 December, 2012 in The Chapel, Milford Road, Salisbury. 55 young people and adults were present.

3. The following six applicants received the highest votes using the criteria and formula for voting. (Appendix 1. PB Voting Sheet). Should the Board approve the PB outcome, applicants 1 – 5 would receive the full amount they had requested, while the 6th successful applicant, SW Mencap, would receive the remaining £1,346.

- Kat and the Unit Youth Committee would receive £1,900 to fund a joint project between The Unit, Salisbury Cathedral and the Salisbury Arts Centre.
- Salisbury Community Circus would receive £500 for LED juggling equipment.
- South Wilts Grammar School would receive £1,779 for a peer mentoring pilot scheme.
- St Osmunds Pre-School would receive £1,000 for fun days out for young people under the age of five who live in the Friary.
- Wiltshire Young Carers would receive £1,300 to allow them to become critical carers at performances and events at the Salisbury International Festival.
- South Wilts Mencap would receive £1,346 to run an Arts Club for one year.

Implications

Environmental Impact of the Proposals

Youth 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.

Financial Implication

Awards must fall within the £7,825 budget allocated to the Salisbury Area Board.

Legal Implications

There are no specific Legal implications related to this report.

HR Implications

There are no specific HR implications related to this report.

Equality and Diversity Implications

There are no specific Equality & Diversity implications related to this report.

Recommendation

It is recommended that the Board ratify the result of the PB event held on 10 December, 2012 as indicated in this report, and approve the allocation of £7,825 youth funding budget to the six successful PB applicants, as set out in point 3 in the Outcome section above.

Report Author: Marianna Dodd, Community Area Manager
Tel No: 01722 434696
E-Mail: marianna.dodd@wiltshire.gov.uk

Appendices:

Appendix 1: Participatory Budgeting Scoring Sheet

The successful PB applications are on the Salisbury Area Board website
<http://www.wiltshire.gov.uk/communityandliving/areaboards/salisburyareaboard>

PRESENTATION	WEIGHTED CRITERIA			Total score	Amount requested	Order of success	Amount Awarded
	Legacy for the city	Benefits for young people	Value for money				
	Votes x 3	Votes x 2	Votes x 1				
The Unit Youth Committee	34	24	16	166	£1,900	1	£1,900
Salisbury Community Circus	11	19	25	96	£500	2	£500
SW Grammar: Heads up Lite	17	11	7	80	£1,779	3	£1,779
Salisbury Young Carers	9	11	7	56	£1,300	4	£1,300
St Osmunds Pre School	6	9	13	49	£1,000	5	£1,000
South Wilts Mencap – 4ofus group	9	4	4	39	£1,400	6	£1,346
PH Sports Camps	4	7	9	35	£810	7	
Phoenix Stars Cheerleaders	4	2	11	27	£1,530	8	
Sarum Open Award Centre	2	7	7	27	£1,680	8	
Elim Christian Centre	4	6	0	24	£1,500	9	
TOTAL BUDGET							£7,825

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County Hall
Bythesea Road
Trowbridge
Wiltshire
BA14 8JD

September 2012

Dear Councillor Hill

Roman Road / Pembroke Road junction, Salisbury

One of the principle aims of the Council's transport strategy is to encourage sustainable modes of travel. As part of this strategy Wiltshire Council works with schools across the county to develop their travel plans with the aim of reducing car dependency and encouraging walking, cycling and public transport patronage. The process sometimes results in identifying the need for changes along the route of journeys to school.

The scheme at Roman Road / Pembroke Road was developed in response to safety concerns raised by parents and pupils that regularly cross Roman Road on route to the school campus. The junction was highlighted as a key severance point, with several users citing concerns towards the difficulty in crossing the road, mainly due to factors such as inappropriate vehicle speed, poor visibility, and inadequate pedestrian facilities.

Furthermore, providing a dedicated crossing point across Roman Road and a shared-use cycle path on Pembroke Road was considered to have wider benefits to the residents of Bemerton Heath by providing a dedicated off-carriageway cycle facility linking the estate to Sustrans National Cycle Route 24. The crossing point also improves accessibility of local facilities to those local residents travelling on foot or bicycle.

A mini-roundabout was favoured at the junction of Roman Road and Pembroke Road to slow vehicle speed on approach to the crossing. The replacement traffic island and associated over-run area was designed to improve visibility for pedestrians using the refuge and to discourage U-turns in the junction bellmouth.

The scheme has been subject to a full independent safety audit both at the end of the design stage and upon completion of the works.

Since the introduction of the scheme there have been no recorded personal injury collisions and it would appear that the majority of motorists have adapted their driving style and route choice to accommodate the changes made. Whilst the introduction of the mini roundabout can perhaps be viewed as a minor inconvenience to users of Roman Road this can be counterbalanced by the benefits brought to users of Pembroke Road in terms of ease of entry onto Roman Road and the general traffic calming and speed reduction brought about by the mini roundabout. Also the provision of the traffic island has made crossing movements for pedestrians more comfortable and safer.

Turning to your concerns it is accepted that whilst during peak periods the changes may result in some additional minor delay to motorists this has to be balanced against the benefits gained by pedestrians and cyclists. It should be remembered that the Roman Road / Pembroke Road and A36 / Roman Road junctions suffered delay and congestion during peak periods with the previous

layout. We therefore consider that the current layout is performing to an optimum standard and would not benefit from a review. However should you be able to demonstrate that this is not the case I would be willing to reconsider this position.

Any additional use of the two junctions by construction traffic associated with the Sarum Academy is temporary and will disappear once this development is complete.

It is accepted that some motorists are using the raised island area for parking and that this is in contravention of the waiting restrictions in place. I will ensure that this is brought to the attention of the Parking Services team who have the power to deal with this offence.

Unless further evidence can show that delays to motorists have substantially increased I do not consider that a site meeting would be beneficial.

Yours sincerely

Parvis Khansari

WILTSHIRE COUNCIL

AGENDA ITEM 14

SALISBURY AREA BOARD
10 JANUARY, 2013

COMMUNITY ASSET TRANSFER

Piece of land to the rear of Studio Theatre, Ashley Road, Salisbury

Executive Summary

This report deals with application for the transfer of a piece of land to the rear of Studio Theatre, Ashley Road, Salisbury to be transferred to the Studio Theatre in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

The Area Board is asked to consider an application submitted by the Studio Theatre for the transfer of a piece of land to the rear of Studio Theatre, Ashley Road, Salisbury. The applicant's proposal is set out at Appendices 1, 2 & 3.

Reasons For Proposal

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

Recommendation

To approve the transfer.

Marianna Dodd
Salisbury Community Area Manager

COMMUNITY ASSET TRANSFER

Piece of land to the rear of Studio Theatre, Ashley Road, Salisbury

Purpose of Report

1. The Area Board is asked to consider an application submitted by the Studio Theatre for the transfer of a piece of land to the rear of Studio Theatre, Ashley Road, Salisbury, SP2 7TN. The applicant's proposal is set out at Appendices 1, 2 & 3.

Background

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

The applications before the Area Board

6. The application from the Studio Theatre is attached at Appendices 1, 2 & 3 and relates to the transfer of a piece of land to the rear of Studio Theatre, Ashley Road, Salisbury, SP2 7TN to be used for car parking.
7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.
8. The Community Area Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service departments across the Council. Local consultation has been undertaken by the applicant in accordance with the application checklist and the outcome of the consultation is included within the applications. Cllr Richard Clewer, the local member, has been apprised.

The views of Council officers

9. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
 - 9.1 The former Salisbury District Council originally leased and then transferred the freehold of the site of the theatre building/car park to Studio Theatre.
 - 9.2 The parcel of land requested by Studio Theatre is located within a wider area of open space/amenity land and as such any disposal or transfer of the land will be dealt with under the Local Government Act 1972, which requires the potential disposal of the land to be 'advertised' in a local newspaper for two consecutive weeks and any objections received to be considered by the Council.
 - 9.3 The proposed use of the land by Studio Theatre as an extension to the existing car park will require a planning application for a change of use.
 - 9.4 Any costs relating to 9.2 & 9.3 will be the responsibility of Studio Theatre and must be undertaken prior to the transfer of the land being completed.
 - 9.5 The transfer will be subject to any legal covenants that affect the land.

Recommendation

10. To approve the transfer subject to the comments raised in Section 9 above.

Marianna Dodd

Salisbury Community Area Manager

Appendix 1: CAT Application/Proposal

Appendix 2: Checklist

Appendix 3: Sketch Map

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Form CAT01

Community asset transfer: application

Your details

Your Organisation *Studio Theatre*

Contact name *Hugh Abel*

Position held *Secretary and Charity Trustee*

Address

Postcode

Telephone

Email

Your proposal

(please complete Checklist CAT02 before filling in the following form)

Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

*Piece of land to the rear of Studio Theatre, Ashley Road, Salisbury, SP2 7TN.
See map attached*

Summary of proposal

Why do you want the asset and how will this benefit the local community?

Studio Theatre has its own car park. However, with developing use of the premises, there is no longer sufficient room for all. This means that when the car park is full, motorists park in the surrounding areas –the residents' zones of Butts Terrace and Hulse Road.

Community use

Please explain how the asset will be used

(Please refer to questions 5-8 in the checklist - CAT02)

The land will be used for car parking and additional storage. It will be big enough (together with the existing car park area) to accommodate all vehicles visiting the theatre. There are no facilities in this area but any lighting required could be supplied from the theatre.

Suitability for purpose

Please explain why this asset is suitable for the intended purpose

(Please refer to questions 5-8 in the checklist - CAT02)

The land is currently an untidy little plot crossed by an informal pathway from the rear of Butts Terrace to Waitrose and the riverside path. Studio Theatre would be using the land in order to reduce parking congestion in the surrounding roads. It would also be able to tidy up the plot and make it less of an eyesore.

Community support and consultation

Please set out who you have consulted about your proposal and how you have addressed any concerns raised
(Please refer to questions 9-14 in the checklist - CAT02)

A survey was conducted of the householders of properties in Hulse Road and Butts Terrace. The responses were unanimously in favour of the idea that Studio Theatre apply to Wiltshire Council for the transfer of the land and then use it for car parking. The only expression of concern was from a resident in Hulse Road who wanted assurance that Studio Theatre would not seek to make use the land between the theatre building and the river for car parking.

Legal issues

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset *(Please refer to questions 15-18 in the checklist - CAT02)*

It is not believed that there are any covenants or legal constraints on Studio Theatre's proposal to use the area for car parking. The theatre would include the area with extensions to its existing insurance policies. A fence similar to that which exists at present would be used to enclose the land.

Financial matters

How will you fund running costs and maintenance? Are you willing to pay for the asset?
(Please refer to questions 19-23 in the checklist - CAT02)

Studio Theatre would be able to pay for a fence with which to enclose the land.

Future management

How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?
(Please refer to questions 24-27 in the checklist - CAT02)

Studio Theatre would be able maintain the additional land to a higher standard than at present using the resources of our existing property maintenance team.

DECLARATION

I confirm that the details included in this application are correct

Signed:

[Signature box]

Name (please print):

HUGH ABEL

Date:

12 Sept 2012.



	Question	Yes	No	Note
Community use	1. Is the asset to be provided for a public purpose?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Other than in exceptional circumstances, the Council will only dispose of assets for private or commercial use by way of open market sale</i>
	2. Will the asset be hired or used by third parties?	<input type="checkbox"/>	X	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	X	<input type="checkbox"/>	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	<input type="checkbox"/>	X	<i>If 'yes' your application should set out how your liabilities will be covered</i>

	Question	Yes	No	Note
Is the asset fit for proposed use?	5. Is it big enough?	X	<input checked="" type="checkbox"/>	<i>The xCouncil will only transfer assets that are fit for purpose</i>
	6. Is it in the right location?	X	<input checked="" type="checkbox"/>	<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	X	<input checked="" type="checkbox"/>	<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? (Water, electricity, drainage, etc)	<input type="checkbox"/>	X	<i>If 'no'- your application should explain if they are needed</i>

	Question	Yes	No	Note
Community Support and consultation	9. Have you consulted nearby residents?	X	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	X	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	X	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	X	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	X	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	14. Is there community support for the change of use?	X	<input type="checkbox"/>	<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

Legal

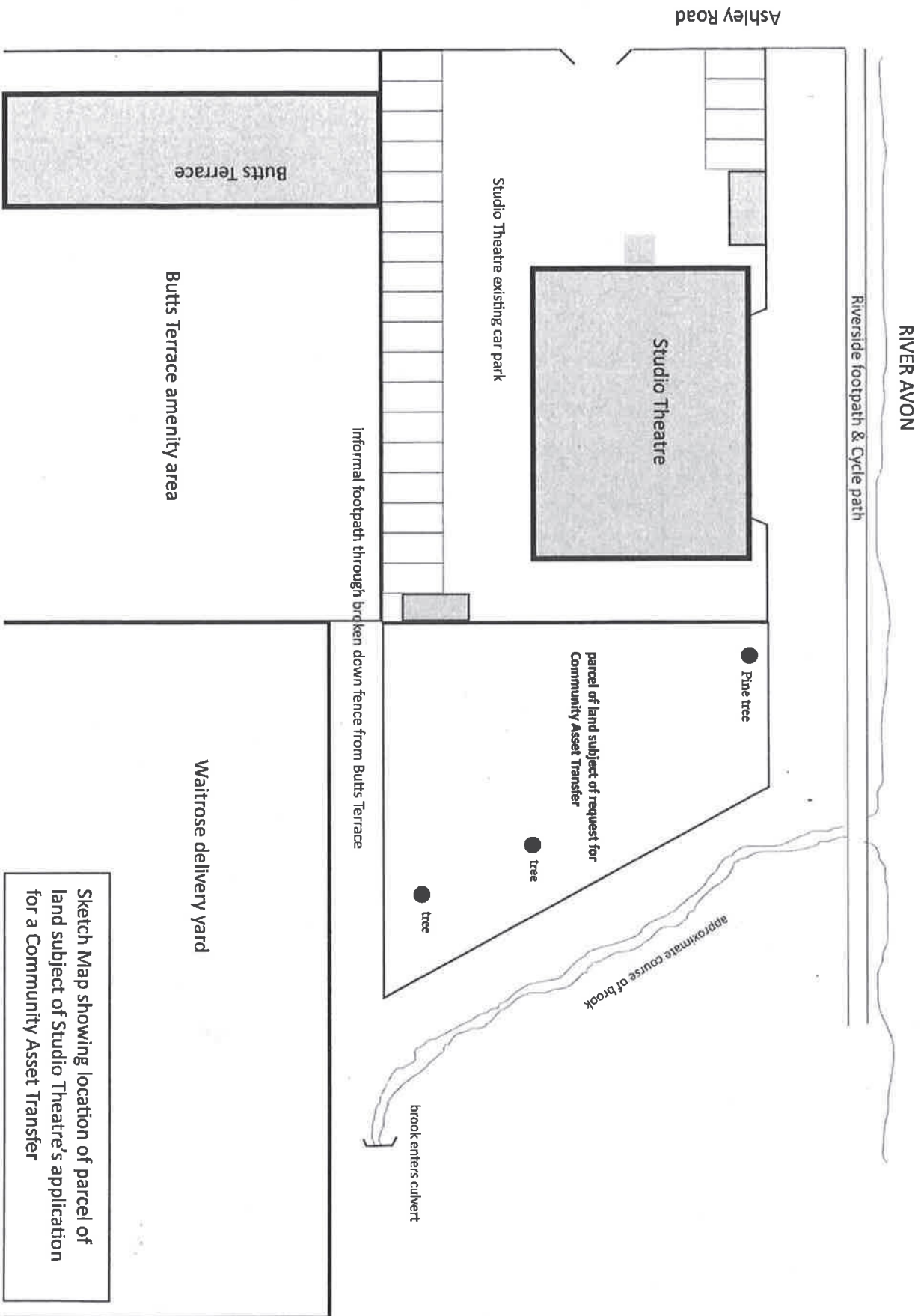
Question	Yes	No	Note
15. Are there any covenants or other legal constraints?	<input type="checkbox"/>	X	If 'yes' your application should explain implications
16. Does the proposed use require planning consent?	<input type="checkbox"/>	X	If 'yes' your application should explain implications
17. Have you considered insurance cover?	X	<input type="checkbox"/>	If 'no' your application must explain implications
18. Have you assessed health and safety liabilities?	X		Your application must explain how you will deal with risks and liabilities

Finance

Question	Yes	No	Note
19. Can you meet all conversion costs?	X	<input type="checkbox"/>	If 'no' your application should explain how funding will be provided
20. Can you meet all capital maintenance costs?	X	<input type="checkbox"/>	If 'no' your application should explain how funding will be provided
21. Can you meet all day-to-day running costs?	X	<input type="checkbox"/>	If 'no' your application should explain how funding will be provided
22. Will you use the asset to generate income?	<input type="checkbox"/>	X	If 'yes' your application should provide further details
23. Will any third party be assisting with the costs?	<input type="checkbox"/>	X	If 'yes' your application should provide further details
24. Do you have any contingency funds?	X	<input type="checkbox"/>	If 'no' your application should set out how you will deal with contingencies
25. Are you prepared to pay for the asset ?		X	If 'yes' your application should set out your offer

Management

Question	Yes	No	Note
26. Will you manage the asset?	X	<input type="checkbox"/>	If 'no' your application should set out who will manage the asset.
27. Will a management committee be set up?	<input type="checkbox"/>	X	If 'yes' your application should set out how this will work
28. Will users of the asset be involved?	<input type="checkbox"/>	X	If 'yes' your application should set out how this will work
29. Will someone be employed to manage the asset?	<input type="checkbox"/>	X	If 'yes' your application should set out how this will work



Sketch Map showing location of parcel of land subject of Studio Theatre's application for a Community Asset Transfer

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Report to	Salisbury
Date of Meeting	10 January, 2012
Title of Report	Area Board Grants

Purpose of Report

To ask Councillors to consider 11 community area grant applications and 3 Area Board project bids seeking 2012/13 Community Area Grant Funding.

Community Area Grants

- Friary Transitions Group: Youth Voices are seeking £350 to fund a facilitated youth group
- Salisbury Quakers: Green Fair are seeking £870 to put on a free event to promote greener living
- VisitWiltshire Ltd are seeking £3,000 to do a Salisbury Tourism Marketing Campaign
- St Francis Church (Salisbury) are seeking £5,000 to redevelop the external area of the re-built hall
- St Mark's Pre-school is seeking £5,000 to develop the outdoor space into an outdoor learning experience
- Salisbury Arts Centre is seeking £5,000 for their Salisbury Odyssey programme
- St Marks Road is seeking £888 to purchase and plant trees
- Churches Together is seeking £1,000 to put on an Exhibition of Artwork
- Bemerton Methodist Church is seeking £948 for a breadmaking project
- Harnham Schools Travel Group is seeking £750 to produce a travel leaflet
- Salisbury Blind Choir is seeking £890 for set up costs

Area Board Project Bid

- £950 is sought to set up a Lorry Watch scheme
- £3,875 is sought to purchase and deliver recyclable cloth bags to Salisbury Schools
- £326 is sought to produce and distribute a flyer on Autism

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 Adult Care, Communities and Housing (4 April 2012). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2012/2013.
- 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 and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups. Likewise, Small Grants (new this year) should be awarded to similar groups, as well as un-constituted groups of people wanting to improve things near to where they live.
- 1.4. Salisbury Area Board has been allocated a 2012/2013 budget of £78,075 for community grants, small grants, community partnership core funding and area board/councillor led initiatives.
- 1.5. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.6. Small Grants, new for this year will fund up to £350, where the total cost of the project does not exceed £350. This grant is aimed at enabling groups (including those not formally constituted) to implement projects, involving local people to make their community a better place to live.
- 1.7. Area boards will not consider Community Area Grant (CAG) 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.
- 1.8. In addition to CAGs and Small Grants, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls. The application process and form has been updated to bring it in line with the other grants.
- 1.9. Officers are required to provide recommendations in their funding reports (except in

the case of Area Board Projects), although the decision to support applications is made by Wiltshire Councillors on the Area Board.

- 1.10. Funding applications will be considered at every Area Board meeting.
- 1.11. Applicants are encouraged to contact and seek funding help from Charities Information Bureau (CIB) who work on behalf of Wiltshire Council. CIB 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.
- 1.12. Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available on the Wiltshire Council web site with the area board agenda papers and hard copies available upon request.
- 1.13. The 2012/2013 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) and paper versions are available from the Community Area Manager.
- 1.14. All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.
- 1.15. A budget ring-fenced for the needs of young people will again be made available in 2012/2013. How this will be allocated will be the decision of the area board.
- 1.16. Salisbury Area Board has a separate Community Area Transport Group (CATG) budget for 2012/13.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Area Board Grant Guidance 2012/13 as presented for delegated decision• 'Our Salisbury' Community Area Plan
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2012/13 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 6 rounds of funding during 2012/2013. No grants were submitted for consideration at the 5 July, 2012 meeting, therefore, this is the fifth round of

funding. Future rounds will take place on;

- 14 March, 2013 (deadline for applications is 24 January, 2012)

3. Environmental & Community Implications

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

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Salisbury Area Board.
- 4.2. If grants are awarded in line with officer recommendations, Salisbury Area Board will have a balance of **£-3,183.00**.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

- 7.1. Community Area Grants and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – "Officer Recommendations".

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
SAL 12_030	Friary Transitions Group Youth Voices	To bring young people together through a collective creative activity	£350

- 1) The Officer recommends an Award of £350
- 2) The application meets grant criteria 2012/13 and is in accordance with point 1.6 which refers to the small grant scheme of up to £350.
- 3) The application demonstrates a link to the Community Plan
- 4) The application meets locally agreed/area board priorities

- 5) Summary details about applicant: The application has been submitted by a Wiltshire Council Officer who is working on the Salisbury Wiltshire Voices project which concentrates on tenants living in The Friary, Salisbury. This project aims to involve young local people to make their community a better place to live.
- 6) Summary details about the project: This project aims to involve young local people to make their community a better place to live.
- 7) If the Area Board makes a decision not to fund the project, the project will not go ahead.

Ref	Applicant	Project proposal	Funding requested
SAL 12_31	Salisbury Quakers	To put on a free Green Fair event to promote greener living	£870

- 1) The Officer recommends an Award of £870.
- 2) The application meets grant criteria 2012/13
- 3) The application demonstrates a link to the Community Plan
- 4) The application meets locally agreed/area board priorities
- 5) Summary details about applicant: Salisbury Quakers Company's name is Dorset & South Wiltshire Area Quaker Meeting – a Company Limited by Guarantee. Charity Number 226096. The objects of the Company are the furtherance in the public interest of the religious and charitable purposes of the Society.
- 6) Summary details about the project: The project is asking for funds to publicise a Green Fair which will consist of a series of interactive displays and presentatoin by organisations (including relevant Council officers) and workshops for adults and children. The event will be free to participating organisations and local people.
- 7) If the Area Board makes a decision not to fund the project, funding will have to be found elsewhere.

Ref	Applicant	Project proposal	Funding requested
SAL 12_024	VisitWiltshire Ltd	To do a Salisbury Tourism Marketing Campaign	£3,000

- 1) The Officer recommends an Award of £3,000 subject to confirmation of provisional funds identified as project income from business and other partners being met.
- 2) The application meets grant criteria 2012/13
- 3) The application demonstrates a link to the Community Plan
- 4) The application meets locally agreed/area board priorities
- 5) Summary details about applicant: Visit Wiltshire is a Company Limited by Guarantee No 7458523. The objects of the company are to carry on business and activities as may promote and develop tourism in the county of Wiltshire.
- 6) Summary details about the project: This is a one year marketing campaign project which seeks to raise awareness of Salisbury as a tourist destination with the aim of growing the Salisbury Economy.

- 7) If the Area Board makes a decision not to fund the project, funding will have to be found elsewhere.

Ref	Applicant	Project proposal	Funding requested
SAL 12_026	St Francis Church (Salisbury)	To redevelop the external area of the re-built hall	£5,000

- 1) The Officer asks Members to take into consideration that there are applications to Trusts/Foundations to the value of £32,944 which need to be confirmed. Any offer from the Board would therefore need to be subject to this confirmation.
- 2) The application meets grant criteria 2012/13
- 3) The application demonstrates a link to the Community Plan
- 4) The application meets locally agreed/area board priorities
- 5) Summary details about applicant: St Francis is an Anglican Church in the Diocese of Salisbury. The Church building is situated in the northern part of the city, at the junction of Castle Road and Beatrice Road. The PCC registered with the Charity Commission in 2009, registration number 1130133. The applicant is employed by the Church to take forward work with young children and families.
- 6) Summary details about the project: Proposal to redevelop the external part of the re-built hall to allow young people to take part in an outdoor recreational or sporting activity. Two quotes and a breakdown of works have been provided.
- 7) If the Area Board makes a decision not to fund the project, funding will have to be found elsewhere.

Ref	Applicant	Project proposal	Funding requested
SAL 12_022	St Mark's Pre-school	To develop the outdoor space into an outdoor learning experience	£5,000

- 1) The Officer recommends an Award of £5,000
- 2) The application meets grant criteria 2012/13
- 3) The application demonstrates a link to the Community Plan
- 4) The application meets locally agreed/area board priorities
- 5) Summary details about applicant: St Mark's Pre-School is a body in membership of the pre-school Learning Alliance, number 23476. The aims of the Pre-School are to enhance the development and education primarily of under statutory school age children
- 6) Summary details about the project: The applicants aim to move into their new premises at the beginning of April, 2013 and this proposal intends that an outdoor space, accessible to all children, including those with disabilities, is developed prior to the children moving in.
- 7) If the Area Board makes a decision not to fund the project, funding will have to be found elsewhere.

Ref	Applicant	Project proposal	Funding requested
SAL 12_027	Salisbury Arts Centre	To support a Salisbury Odyssey programme of 22 workshop sessions teaching young people professional film skills	£5,000

- 1) The Officer asks Members to take into consideration the fact that apart from a small amount of business sponsorship funding, that alongside the Arts Centre themselves, Wiltshire Council would be the main contributor to this project. The Bemerton Heath Centre offering of £1,760 is in kind support. Any offer from the Board would therefore need to take these points and Point 7 below into account.
- 2) The application meets grant criteria 2012/13
- 3) The application demonstrates a link to the Community Plan
- 4) The application meets locally agreed/area board priorities
- 5) Summary details about applicant: St Edmunds Arts Trust Limited is a Company Limited by Guarantee, company number 1412263 and charity number 1023945. Free reserves are held for securing operating costs.
- 6) Summary details about the project: 22 sessions will be held teaching young people professional film skills to gain a qualification through a series of workshops including scriptwriting and production techniques, to completed film.
- 7) If the Area Board makes a decision not to fund the project, the number of workshop sessions will have to be scaled down.

Ref	Applicant	Project proposal	Funding requested
SAL 12_023	Trees for St Marks Road Group	Replacement of up to 10 trees in St Marks Road	£888

- 1) The Officer recommends an Award of £888 subject to the provisional £708 being met.
- 2) The application meets grant criteria 2012/13
- 3) The application demonstrates a link to the Community Plan
- 4) The application meets locally agreed/area board priorities
- 5) Summary details about applicant: The Trees for St Marks Road Group was set up as a small charity with the constitution set up on 20 February, 2012 with 12 members. The purpose of the charity is to 'improve the local environment St Mark's Road by planting more trees. Benefitting the community and helping to meet national CO2 targets.'
- 6) Summary details about the project: A petition to residents in St Marks Road indicated 96% were in favour of more trees. A large number of local residents contributed towards the project. However, the project does currently have a shortfall of £708 which will have to met to realise the project's goal to replace the trees. Wiltshire Council Highways have been contacted for advice about tree planting in St Marks Road and are in agreement that it can proceed using a private contractor who will carry out the works.

- 7) If the Area Board makes a decision not to fund the project, the project will not proceed.

Ref	Applicant	Project proposal	Funding requested
SAL 12_028	Churches Together	To put on an Exhibition of Artwork	£1,000

- 1) The Officer recommends an Award of £1,000 subject to provisional funds being met
- 2) The application meets grant criteria 2012/13
- 3) The application demonstrates a link to the Community Plan
- 4) The application meets locally agreed/area board priorities
- 5) Summary details about applicant: Churches Together in Salisbury Constitution is open to churches in Salisbury and the surrounding area, who agree with its basis and aims. The include 'to be a visible sign of the churches' commitment to one another...to enable the churches to respond to the needs of society at all levels.'
- 6) Summary details about the project: The project aims to put on an exhibition in October, 2013 of thirty twentieth century artworks (mainly paintings), by major artists, all on Christian themes but are accessible and relevant to people of all faiths and none.
- 7) If the Area Board makes a decision not to fund the project, funding will have to be found elsewhere.

Ref	Applicant	Project proposal	Funding requested
SAL 12_029	Bemerton Methodist Church	Kneaded: A weekly breadmaking community project with lunch	£948

- 1) The Officer recommends an Award of £948
- 2) The application meets grant criteria 2012/13
- 3) The application demonstrates a link to the Community Plan
- 4) The application meets locally agreed/area board priorities
- 5) Summary details about applicant: The Bemerton Methodist Church's Terms of Reference for this project state that Kneaded is a bread making community gathering together around the making and sharing of bread once a week. Sessions will be open to all. Connections have been made with other organisations such as the Alzheimers society, Age UK, carers Support, the Trussell Trust and Alabare.
- 6) Summary details about the project: A bread making and lunch group that offers an inclusive safe space to give attention to the things that are important in the lives of group members.
- 7) If the Area Board makes a decision not to fund the project, funding would have to be sought elsewhere.

Ref	Applicant	Project proposal	Funding requested
SAL 12_035	Harnham Schools Travel Group	To produce a travel leaflet	£750

- 1) The Officer recommends an Award of £750 subject to provisional funding costs identified in the application being met
- 2) The application meets grant criteria 2012/13
- 3) The application demonstrates a link to the Community Plan
- 4) The application meets locally agreed/area board priorities
- 5) Summary details about applicant: Harnham Junior and Infants Schools and Puddleducks Playgroup have had an active School Travel group since 2004.
- 6) Summary details about the project: Harnham Schools are planning to update their School Travel Plan (funded by Wiltshire Council) and an officer of the Council informs a travel leaflet will compliment this.
- 7) If the Area Board makes a decision not to fund the project, funding would have to be sought elsewhere.

Ref	Applicant	Project proposal	Funding requested
SAL 12_025	Salisbury Blind Choir	To set up a Blind Choir in Salisbury	£890

- 1) The Officer recommends an Award of £890
- 2) The application meets grant criteria 2012/13
- 3) The application demonstrates a link to the Community Plan
- 4) The application meets locally agreed/area board priorities
- 5) Summary details about applicant: The Salisbury Blind Choir has been set up as a Small Charity Constitution whose purpose is to 'provide opportunities for blind, visually impaired people, their families and supporters in the Salisbury area to network and raise awareness of the issues and support available.'
- 6) Summary details about the project: The project seeks set up costs for cover equipment, hire of hall and music director. It currently has 8 members, however, contact with GROW has led to offers of help with publicity and contact with community groups in the wider community, some with specialist interest of blind and/or visually impaired individuals who may be interested in taking part in the group.
- 7) If the Area Board makes a decision not to fund the project, funding would have to be sought elsewhere.

9. Area Board Projects

Lead Ward Councillor	Project proposal	Funding requested
1) Cllr Chris Cochrane	To set up a lorrywatch scheme	£950

This bid meets Councillor led project criteria in terms of:

- Evidence of community need
- Clear links to 'Our Salisbury' community plan: 'Our Transport'

Lead Ward Councillor	Project proposal	Funding requested
2) Cllr Richard Clewer	To produce recycling cloth bags and distribute these to local schools	£3,875

This bid meets Councillor led project criteria in terms of:

- Evidence of community need
- Clear links to 'Our Salisbury' community plan: 'Our Environment'

Lead Ward Councillor	Project proposal	Funding requested
3) Cllr Richard Clewer	To produce a flyer to raise awareness of Autism	£326

This bid meets Councillor led project criteria in terms of:

- Evidence of community need
- Clear links to 'Our Salisbury' community plan: 'Our Health & well-being'

Appendices:	<p>Appendix 1 Friary Transitions Group.Youth Voices Appendix 2 Salisbury Quakers:Green Space Fair Appendix 3 Visit Wiltshire Marketing Campaign Appendix 4 St Francis Church Youth space Appendix 5 St Marks Pre - School Equipment Appendix 6 Salisbury Arts Centre: An Odyssey Appendix 7 St Marks Road Trees Appendix 8 Churches Together: Exhibition of Art Appendix 9 Bemerton Methodist Church: Kneaded Appendix 10 Harnham School Travel leaflet Appendix 11 Salisbury Blind Choir Appendix 12 Lorrywatch Appendix 13 Plastic Bag Free Appendix 14 Autism</p> <p>Appendices available on line or on request.</p>
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	<p>Marianna Dodd, Salisbury Community Area Manager Tel: 01722 434696 E-mail: Marianna.dodd@wiltshire.gov.uk</p>
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SALISBURY AREA BOARD Forward Plan

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

Date	Location	Possible Area Board Agenda Items	Cabinet Member Attending	Other items/events (provisional)
14 Mar 2013	South Wilts Grammar School for Girls, Stratford Road, Salisbury SP1 3JJ	<ul style="list-style-type: none"> Standard items including Updates and Community Area Grants 	(None)	
27 June 2013	Salisbury Methodist Church, St Edmund Church Street, Salisbury SP1 1EF	<ul style="list-style-type: none"> Election of Chairman and Vice-Chairman Reconstitution of Sub groups – Community Area Transport Group and Shadow Community Operations Board. Appointments to Outside Bodies <p>Standard items including Updates and Community Area Grants</p>	TBC	
12 Sept 2013	Venue TBC	<ul style="list-style-type: none"> Standard items including Updates and Community Area Grants 	TBC	

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Updated: 2 January 2013

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