

Dear Town and Parish Councils

I have detailed below some points of special interest.

I trust this is of assistance.

Local Highway Staff Changes

The communications with the local highways office are changing as from the 1st April 2016 with the new Highway Contract arrangements.

A mobilisation program has been agreed with Ringway and this will ensure the delivery of statutory and safety functions from 1st April with additional services coming on stream during the mobilisation period between April and October.

To ensure that the council's statutory and safety functions are maintained it is necessary for the council's highway team to take an active role in the completions of works.

Hence from the 1st April 2016 the Coordinators will be onsite and will not be available to address emails or telephone calls from parish and town councils.

The Engineers will complete this role, but it is vital that we all understand the arrangements for the issues between now and October.

The Coordinators will be directed by the MyWiltshire reports. Hence if a town or parish council wish any local maintenance issues the MyWiltshire App or Wiltshire Council 'Report It' Website should be used. You can also report issues via the main council switchboard, but all the reports will be converted into a MyWiltshire requests. Hence the quickest way to report issues is the App or the Website. This also allows 24/ 7 reporting.

The council is unlikely to be delivering the full range of discretionary services during the mobilisation period (April to October) hence any discretionary reports will be subject to delay, some may be considerable. However, if a parish or town council wish discretionary work completed this should be added to the local 'Priority Sheet' by the nominated highway council representative.

To ensure that we understand that it is the approved local priority we ask that the sheet is completed and returned to the nominate Engineer. Regrettably any reports outside of the approved system will not be actioned as it will not have been approved by the authorised town or parish representative. We are asking for this procedure as we have received contradictorily information on required works and this has resulted in increased costs for Wiltshire Council. We have to ensure we do not repeat these issues and have a robust system in place.

We will issue schedules of work as soon as we have them.

We have arranged the annual town and parish evening meetings, where we can discuss these arrangements. The details are below.

Your Engineer will be in touch with you shortly with any new contact arrangements, but the Highway Engineers are:

| | | |
|--------------|----------------|---|
| North | | |
| Engineer | Martin Cook | Royal Wootton Bassett and Cricklade/Calne |
| Engineer | Matt Perrott | Malmesbury/Marlborough |
| Engineer | Malcolm Beaven | Devizes/Pewsey |

| | | |
|----------------|------------------|----------------------------|
| Central | | |
| Engineer | Paul Bollen | Corsham/ Chippenham |
| Engineer | Andy Cadwallader | Melksham/ Bradford on Avon |
| Engineer | Pat Whyte | Westbury/ Trowbridge |
| Engineer | Denise Grech | Warminster |

| | | |
|--------------|---------------|---------------------------|
| South | | |
| Engineer | Graham Axtell | South Wiltshire/Salisbury |
| Engineer | David Button | South West Wiltshire |
| Engineer | Andy Cole | Amesbury/Tidworth |

Parish and Town Council Involvement Evenings

The council is running its annual town and parish council involvement evenings in April.

We would be pleased to see you all there. We have put indicative areas to venues, but you are most welcome to choose a more convenient alternative if you wish.

The usual topics will be discussed, but this year we have the new: highway contract and arrangements; contact arrangements following the split in services; parish and town council involvement initiatives; public convenience policy.

The dates and times of the events are listed below.

Please could you confirm your attendance with your local Coordinator by the 1st March 2016.

| Community Area | Date | Time | Location |
|----------------|----------------------|----------------------|----------------------|
| Amesbury | Wed 20 April 2016 | 1910hrs – 2100hrs | City Hall, Salisbury |
| Salisbury | Wed 20 April 2016 | 1910hrs – 2100hrs | City Hall, Salisbury |
| Southern | Wed 20 April 2016 | 1910hrs – 2100hrs | City Hall, Salisbury |
| South West | Wed 20 April 2016 | 1910hrs – 2100hrs | City Hall, Salisbury |

| | | | |
|--|-----------------------|----------------------|--|
| Warminster | Tues 12 April 2016 | 1910hrs – 2100hrs | County Hall, Trowbridge |
| Westbury | Tues 12 April 2016 | 1910hrs – 2100hrs | County Hall, Trowbridge |
| Melksham | Tues 12 April 2016 | 1910hrs – 2100hrs | County Hall, Trowbridge |
| Bradford on Avon | Tues 12 April 2016 | 1910hrs – 2100hrs | County Hall, Trowbridge |
| Trowbridge | Tues 12 April 2016 | 1910hrs – 2100hrs | County Hall, Trowbridge |
| Corsham | Tues 19 April 2016 | 1910hrs – 2100hrs | Council Offices, Monkton Park, Chippenham |
| Malmesbury | Tues 19 April 2016 | 1910hrs – 2100hrs | Council Offices, Monkton Park, Chippenham |
| Chippenham | Tues 19 April 2016 | 1910hrs – 2100hrs | Council Offices, Monkton Park, Chippenham |
| Calne | Tues 19 April 2016 | 1910hrs – 2100hrs | Council Offices, Monkton Park, Chippenham |
| Royal Wootton Basset and Cricklade | Tues 19 April 2016 | 1910hrs – 2100hrs | Council Offices, Monkton Park, Chippenham |
| Pewsey | Wed 6 April 2016 | 1910hrs – 2100hrs | Kennet House, Hopton Industrial Estate, Devizes |
| Devizes | Wed 6 April 2016 | 1910hrs – 2100hrs | Kennet House, Hopton Industrial Estate, Devizes |
| Marlborough | Wed 6 April 2016 | 1910hrs – 2100hrs | Kennet House, Hopton Industrial Estate, Devizes |
| Tidworth | Wed 6 April 2016 | 1910hrs – 2100hrs | Kennet House, Hopton Industrial Estate, Devizes |

Transfer Of Public Conveniences

The vast majority of transfers appear on course for completion for the 1st April, with only a few needing a suspension in service to allow additional time. The below details the likely arrangements post April:

Temporary Arrangements:

- Amesbury
The toilet cleaning service will be suspended on the 1st April 2016.
- Royal Wotton Bassett

The toilet cleaning service will be suspended on the 1st April 2016.

- Warminster
 - Park toilets
To be transferred with main park CAT.
The toilet cleaning service will be suspended on the 1st April 2016.
 - Central toilets
The toilet cleaning service will be suspended on the 1st April 2016.
- Calne
The toilet cleaning service will be suspended on the 1st April 2016.

Stated Position

Confirmed position from town councils that the provision is not being taken on:

- Chippenham (except Monkton)
- Melksham (except Market Place)
- Castle Coombe

A cost benefit analysis will be undertaken by Wiltshire Council to identify the future use and provision.