

STREAMLINING THE CATG PROCESS

The chair of Amesbury Community Area Transport Group (CATG) Cllr Graham Wright along with the highway representative Kate Davey have spent time looking at the existing processes and issues relating to Amesbury CATG to establish a way to streamline how the group agree and prioritise issues going forward. This document provides an overview of how the CATG works with additional information on what issues can be raised with the CATG as well as links and contact details for resolving issues which are not CATG related.

It is intended that Amesbury CATG meetings will continue virtually via MS Teams on a permanent basis. If there are any issues with accessing MS Teams or ICT related problems, there is a telephone number included in the meeting invitation which allows attendees to dial in via telephone.

What is the Community Area Transport Group?

The CATG is a sub-group of the Community Area Board that specifically deals with highway safety improvement issues. It does NOT deal with highways maintenance issues.

CATG considers issues raised by the community via the Town or Parish Council and will seek to prioritise the work of Highways officers and the allocation of funding for the maximum benefit of the communities.

The sorts of schemes that can be considered by CATG include those that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management. Speed limit reviews including 20mph speed restrictions, signage requests and traffic(metro) counts required for Community Speed Watch (CSW) schemes also come to CATG.

CATG has no formal decision making authority on operational matters or budget expenditure but acts as an informal discussion forum making recommendations to the Area Board

Recommendations must be agreed at a CATG meeting before being brought to the next Area Board for approval.

Further explanation can be found on the Council website:

<https://www.wiltshire.gov.uk/highways-community-transport-group>

Who are members of the CATG?

The CATG is normally be made up of

- Members of the Area Board
- Town and Parish council representatives
- Community representatives

Meetings will be attended by relevant officers from Wiltshire council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary. Their key purpose is to offer advice and support to the group but they do not vote on the issues raised.

Each Town or Parish Council is asked to provide a named representative to attend the CATG meetings.

CATG Funding

Each Area Board is allocated a discretionary highways budget - the amount allocated is dependent on the geographical size and population for the community area.

The funding allocation is for capital funding and can only be used to provide new and improved highway infrastructure

It is suitable for small scale schemes that improve safety, increase accessibility and sustainability by promoting walking; cycling and public transport and improve traffic management.

It cannot be used to fund revenue functions such as maintenance schemes or the provision of passenger transport services.

Amesbury CATG expect a contribution of 25% from the Town or Parish Council towards any scheme.

There is an additional funding stream available via the Substantive Funding Scheme which can be considered for a larger scheme that would exceed the Area Board funding allocation.

Taking action on issues

CATG will only consider issues that have been submitted via a Town or Parish Council in accordance with the Community Area Transport Group Issue Process (see below).

Individual resident issues will not be accepted – they will be referred to their Town or Parish Council.

There are two types of request – Highways Improvements and Traffic Survey requests.

Highways Improvement Requests

Highways Improvement Request Form - [Report a highways improvement issue \(Word document\) \[38.97KB\]](#)

Highways Improvement Requests are sent to the CATGrequests@wiltshire.gov.uk e-mail address ; they will be validated by the Highways team and if relevant will be allocated a reference number and placed onto the overall issues log. Towns and Parishes should retain their own local list of issues.

Amesbury CATG group can have five active priorities at any given time.

Amesbury CATG asks that each Town/Parish Council prioritise the issues within their own area and inform the group of the order in which they wish for the issues to be addressed.

When a priority issue is closed, the members of CATG will discuss the waiting list of issues and recommend the next issue(s) to be addressed - this will be formally agreed at the next Area Board meeting.

Any CATG funding to be allocated to a priority issue must also be formally agreed at an Area Board meeting.

Traffic Survey Requests

Where communities have concerns about for example speeding and are committed to setting up a Community Speed Watch or requesting other traffic calming measures, a Traffic Survey request can be made. Surveys will generally only be approved in 20mph, 30mph and 40mph limits.

Full details about the Traffic Survey request process can be found here [traffic survey request process and information](#).

Traffic Survey Request Form - [Traffic Survey Request Form \(Dec 2020\) \[115.24KB\]](#)

Traffic Survey Requests are sent to the trafficsurveys@wiltshire.gov.uk e-mail address.

Waiting Restriction Requests

Where communities want to request amendments or additions to waiting restrictions the Town or Parish Council are required to complete a WR1 form and submit it to highwaynetworkmanagement@wiltshire.gov.uk for assessment when the next review is carried out.