

## AGENDA

**Meeting:** CALNE AREA BOARD  
**Place:** Calne Town Hall, Bank House, The Strand, Calne, Wiltshire, SN11 0EN  
**Date:** Tuesday 14 February 2012  
**Time:** 7.00 pm

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Including the Parishes of Calne Without, Bremhill, Hilmarton, Heddington, Cherhill, Compton Bassett and Calne.

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**The Area Board welcomes and invites contributions from members of the public. The Chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.**

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

**Refreshments and networking opportunities will be available from 6.30 pm, with the opportunity to view a display stand regarding the fortnightly waste collection service.**

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Please direct any enquiries on this agenda to Alexa Smith (Democratic Services Officer), on 01249 706612 or [alexa.smith@wiltshire.gov.uk](mailto:alexa.smith@wiltshire.gov.uk)

or Jane Vaughan (Calne Community Area Manager), on 01247 721447 or [jane.vaughan@wiltshire.gov.uk](mailto:jane.vaughan@wiltshire.gov.uk)

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

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

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### Wiltshire Councillors

Cllr Alan Hill, Calne South and Cherhill  
Cllr Christine Crisp, Calne Rural (Chairman)  
Cllr Chuck Berry, Calne North

Cllr Howard Marshall, Calne Central  
Cllr Anthony Trotman, Calne Chilvester and Abberd (Vice Chairman)

Items to be considered	Time
<p>1. <b>Chairman's Welcome and Introductions</b></p> <p>The Chairman will welcome everyone to the meeting.</p>	7.00 pm
<p>2. <b>Apologies for Absence</b></p>	
<p>3. <b>Minutes</b> (<i>Pages 1 - 8</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 6 December 2011.</p>	
<p>4. <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	
<p>5. <b>Chairman's Announcements</b> (<i>Pages 9 - 22</i>)</p> <p>The Chairman will provide information about:</p> <ul style="list-style-type: none"> <li>a. The commissioning strategy for 11-19 year olds (attached)</li> <li>b. An update on help to live at home (attached)</li> <li>c. The Localism Act 2011 (attached)</li> <li>d. Service to the community award (attached)</li> <li>e. Air Quality Management Strategy in Calne (attached)</li> <li>f. Wiltshire Core Strategy (attached)</li> </ul>	7.10 pm
<p>6. <b>Youth Budget</b> (<i>Pages 23 - 26</i>)</p> <p>Seven groups of young people will present their projects and request funding from the area board. People at the meeting will be asked to vote on the projects using the electronic handsets provided.</p>	7.20 pm
<p>7. <b>Partner Updates</b> (<i>Pages 27 - 36</i>)</p> <p>To receive an update from the partners listed below:</p> <ul style="list-style-type: none"> <li>a. Wiltshire Police (attached)</li> <li>b. Wiltshire Fire and Rescue Service – to include information on the Integrated Risk Management Plan for 2012-15 (attached)</li> </ul>	7.55 pm

- c. NHS Wiltshire (attached)
- d. Calne Community Area Partnership (attached)
- e. Calne CAYPIG (Community Area Young People's Issues Group)
- f. Town and Parish Councils.

8. **Calne Campus Working Proposal** (Pages 37 - 58) **8.05 pm**

The Calne campus working group will present their proposal. The area board will be asked to confirm if they are happy with the progress of the working group so far and the report produced to go to Cabinet.

9. **Area Board Funding** (Pages 59 - 72) **8.30 pm**

To consider seven applications to the Community Area Grants Scheme, as follows:

1. Friends of Abberd Brook – seeking £1,414 towards an interpretation board at Doctors Pond.
2. Wiltshire and Berkshire Canal Trust – seeking £596 to improve the footpath along the Marden Valley.
3. Calne Environmental Network – seeking £720 towards creating and promoting a new community group to address environmental issues in the Calne community area.
4. Derry Hill and Studley Safety Watch Association – seeking £1,104 towards traffic calming white gates at Studley/Derry Hill.
5. Calne Area Transport – seeking £4,800 towards the design and production of a series of boards promoting safer cycling/pedestrian routes in the town.
6. Calne Partnership of Churches – seeking £3,000 towards the hire of blue bus for youth drop in sessions.
7. Calne Area Young People's Issues Group (skate sub group) seeking £5,000 towards the extension and renovation of the Calne skate bowl.

The area board will also be asked to approve an area board project from the highways working group – seeking £11,970 towards construction of an extension to the footpath on the Lake View side of the A4 at Quemerford.

10. **Your Local Issues** (*Pages 73 - 78*)

**8.40 pm**

Councillors will provide an update on community issues and progress on Area Board working groups. This will include:

- a. Skate board park working group – Councillor Howard Marshall
- b. (CATG) Highways working group – Councillor Christine Crisp – to include report on the allocation of sites for speed indicator devices (SIDs) (attached)
- c. Sandpits Lane (section 106) working group – Councillor Tony Trotman.

11. **Evaluation and Close**

**8.55 pm**

The Chairman will ask those present to evaluate the meeting and set out arrangements for the next meeting.

**Future Meeting Dates**

Tuesday, 10 April 2012

7.00 pm

Lansdowne Hall, Derry Hill

Tuesday, 12 June 2012

7.00 pm

Beverbrook Sports Facility

Tuesday, 14 August 2012

7.00 pm

Compton Bassett Village Hall

# MINUTES

**Meeting:** CALNE AREA BOARD  
**Place:** Hilmarton Community Centre, Hilmarton School, Poynder Place,  
Hilmarton, Calne SN11 8SQ  
**Date:** 6 December 2011  
**Start Time:** 7.00 pm  
**Finish Time:** 9.00 pm

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Please direct any enquiries on these minutes to:

Alexa Smith (Democratic Services Officer), on 01249 706610 or [alexa.smith@wiltshire.gov.uk](mailto:alexa.smith@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Alan Hill, Cllr Christine Crisp (Chairman), Cllr Chuck Berry, Cllr Howard Marshall and Cllr Anthony Trotman (Vice Chairman)

### **Wiltshire Council Officers**

Barbara Gray (Events and Sponsorship Manager), Alexa Smith (Democratic Services Officer) and Jane Vaughan (Community Area Manager)

### **Town and Parish Councillors**

Calne Town Council – Roy Golding  
Calne Without Parish Council – Ed Jones  
Cherhill Parish Council – David Evans  
Hilmarton Parish Council – Geoff Procter

### **Partners**

Wiltshire Police – Inspector Martin Schorah  
Wiltshire Fire and Rescue – Mike Franklin

Calne Area Transport – Anne Henshaw  
Community First – Emma Dowie and Helen Lines  
Friends of Abberd Brook – Francis Bosworth

**Total in attendance: 27**



<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 Hilmarton Community Hall and introduced the councillors and officers present. The Chairman explained that unfortunately Councillor Stuart Wheeler, Cabinet Representative for Campus Development and Culture, was unable to attend the meeting.</p> <p>The Chairman highlighted the DVD that was played before the meeting. This encouraged members of the public to get involved in local politics and become councillors. Copies of the DVD would be distributed to all Town and Parish Councils. Nominated representatives were given their copy at the meeting.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Richard Ayles (Calne Without Parish Council), Martin Cook (Area Highway Engineer), Geoff Dickerson (Heddington Parish Council), Will Kay (Youth Development Coordinator) and Councillor Wheeler.</p>
3.	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 18 October 2011 were approved and signed as a correct record.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the written announcements included in the agenda pack.</p> <p>This included information about a household survey called 'What matters to you'. The survey was taking place to help Wiltshire Council and its partners to understand local people's priorities and needs. Copies of the survey were available to complete or take away at the meeting. The survey could also be completed online: <a href="http://www.wiltshire.gov.uk/whatmatterstoyou">www.wiltshire.gov.uk/whatmatterstoyou</a>.</p> <p>Calne Area Board was holding a participatory budgeting event at the next meeting on 14 February 2012. This was in order to allocate the area board youth budget to specific projects initiated by young people to address local issues affecting them. Groups who would be interested in getting involved should please contact Jane Vaughan, Community Area Manager, on 01247 721447 or <a href="mailto:jane.vaughan@wiltshire.gov.uk">jane.vaughan@wiltshire.gov.uk</a>.</p> <p>Councillor Crisp stated the new plastic bottle and cardboard recycling collection</p>

	<p>service commenced in north Wiltshire on 10 October and over 400 tonnes of material had already been collected from the new blue lidded bins.</p> <p>Wiltshire Council still had a small number of bins to deliver to properties which were missed during the main roll out. Wiltshire Council was also working to retrieve some bins which residents had asked to have removed. If you have not yet received a blue lidded bin and would like one, please contact Wiltshire Council on 0300 456 0102.</p>
6.	<p><u>Partner Updates</u></p> <p>a. The written update from Wiltshire Police was noted. The Chairman welcomed the new Inspector Schorah to the community area. Inspector Schorah explained that most people were now using the 101 number for non-emergency calls to the police. However there were minority groups of people who still were not familiar with the new number. A suggestion was made from the floor that a message was left on the old 0845 number, redirecting callers to 101 once the old number ceased.</p> <p>Councillor Trotman asked Inspector Schorah a question about fireworks and the law after he was disturbed by a group of young people setting off fireworks late at night. Common firework offences include throwing a firework in a public place, possession of an 'adult' firework in a public place by an under-18, unauthorised possession of a 'display only' firework and setting off fireworks between 11 pm and 7 am (with exception of Guy Fawkes Night, New Year's Eve, Chinese New Year and Diwali).</p> <p>b. The written update from Wiltshire Fire and Rescue Service was noted. Mike Franklin explained that since the agenda was published, there was a more recent update from the service. This is included in the minutes pack. Mike noted there were low levels of fire in the community area, with three in the month of the most recent update. Strong partnership working was taking place between Wiltshire Fire and Rescue Service and Wiltshire Council with visiting vulnerable people for home safety and education purposes. Mike thanked Barbara Gray and her colleagues for organising the use of four vans.</p> <p>c. The written update from NHS Wiltshire was noted. In February there would be a special meeting looking at priorities in the community area and the area board hoped that Maggie Rae, Director of Public Health and Public Protection, NHS Wiltshire and Wiltshire Council, would be able to attend. Councillor Hill drew attention to concerns in two areas in the community area about air quality.</p> <p><b><u>Decision</u></b>  <b>Maggie Rae would be invited to the next Calne Area Board meeting and asked to come prepared to answer questions about local air quality.</b></p>



	<p>d. David Evans provided an update about the Community Area Partnership. The community hub was holding an open day between 10 am and 4 pm on Friday 9 December. Those involved were also working with Wiltshire Council to organise the next stage of the lease of the hub. The release of the second tranche of funding to the Partnership was reported, in accordance with the decision made at the Calne Area Board meeting on 19 April 2011. The written update from the Friends of Abberd Brook was noted. Stepping stones and the mosaics were now in place and no vandalism had taken place in the area. Wiltshire Police were thanked for their involvement with this.</p> <p>e. Ed Jones from Calne Without Parish Council reported that the community group working towards getting white gates installed had been successful in drawing down funding from several sources and was likely to come to the area board for support in the new year. Geoff Procter from Hilmarton Parish Council welcomed everyone to the Community Centre. The Hilmarton And Goatacre Group Improving Safety (HAGGIS) was doing well and please get in touch if you would like a copy of their road safety DVD. A copy of the DVD would also be made available at the community hub. The speed watch scheme in Hilmarton was in operation. The Chairman thanked HAGGIS for their work conducting pedestrian counts for the highways working group. The parish had also held a successful self funded street party in September. David Evans then reported that renewable energy panels were up and running on the village hall in Cherhill.</p>
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Wiltshire Fire and Rescue Service

7.	<p><u>Wiltshire Good Neighbours</u></p> <p>Helen Lines, Health and Wellbeing Project Manager, provided information about the Wiltshire Good Neighbours service.</p> <p>Wiltshire Good Neighbours was a free service co-ordinated by Community First and funded by Wiltshire Council aimed at older/vulnerable people in rural communities across the county. The service provided a range of information about statutory, voluntary and commercial services that supported older people to live safe, comfortable, fulfilling and independent lives. The service might also be able to help a younger person who had health concerns or a disability.</p> <p>Helen explained that the service did this through a number of local Good Neighbour Co-ordinators who listened to clients and gave them information and support to access other services, such as help with personal care, befriending services, advice on benefits, healthcare needs, social activities, financial concerns and transport.</p> <p>Helen introduced Emma Dowie as the local co-ordinator working in Bremhill, Hilmarton and Compton Bassett. Emma spoke to the meeting about a number of clients and how she had helped them. Emma can be contacted on: 07557 922029.</p>
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	<p>This was followed by the opportunity to ask questions. It was confirmed that Wiltshire Good Neighbours engaged with family members when they could.</p>
8.	<p><u>Area Board Funding</u></p> <p>Consideration was given to the one application made to the Community Area Grants Scheme.</p> <p><b><u>Decision</u></b>  <b>£866 was awarded to Goatacre Cricket Club towards the extension of nets.</b></p> <p><b><u>Reason</u></b>  <b><i>The application met the 2011/12 grant criteria and it enabled leisure recreation in the villages and also activities for young people in villages.</i></b></p> <p>Consideration was then given to the one Area Board initiative.</p> <p><b><u>Decision</u></b>  <b>£810 was awarded to Calne Voices towards a facilitated arts project for people with learning difficulties and autism.</b></p> <p><b><u>Reason</u></b>  <b><i>The project addressed issues in the Calne Community Area Plan, encouraging a sense of community cohesion, pride and well being.</i></b></p> <p>The Area Board then reported the allocation of £300 to purchase additional banners for each parish to promote the second phase of the campus project consultation which was now underway.</p>
9.	<p><u>Your Local Issues</u></p> <p>Councillors provided an update on community issues and progress on Calne Area Board working groups.</p> <ol style="list-style-type: none"> <li>a. Councillor Marshall reported that proposals for the skate board park, a planning application and fundraising were ongoing. He had set the group the challenging target of completing refurbishment of the skate park by July. Jane Vaughan and Will Kay, Youth Development Coordinator, had submitted an application to raise funding to the landfill tax credits scheme.</li> <li>b. Councillor Crisp gave an update about Calne Area Transport and the highways working group. The funding allocated to the group had now been spent and a meeting would be held in January to identify priorities in the local area and how best to address them. This would include using the Speed Indicator Device promised to Calne Area Board.</li> <li>c. Councillor Hill underlined the Calne campus working group had entered</li> </ol>

the second phase of their consultation. Two thousand random household surveys had been distributed about the campus project and surveys had been sent home with schoolchildren, were available at strategic sites in the local area and online through the Wiltshire Council website. The deadline for completion of the survey was 14 December 2011. There had been 971 respondents to the first phase of consultation and a similar response was hoped for for the second phase.

There would be a Cabinet meeting on 13 December 2011 when the first three campus projects in the county would be put forward for approval. Councillor Hill explained the progress of the Calne working group would be assessed and to date this had been pleasing.

- d. Councillor Trotman explained the composition of the Sandpits Lane (section 106) working group and asked the area board to approve the group's terms of reference. Councillor Hill requested a footpath be put in place for the development before the houses were occupied to prevent the issues that had arisen at Lake View. This idea was already being discussed by the working group and Councillor Trotman would take the comment to those involved. The next meeting would be held on 12 December 2011.

**Decision**

**The terms of reference for the Sandpits Lane (section 106) working group, as in the minutes pack, were approved.**

Sandpits Lane Working Group Terms of Reference

10.	<p><u>Cabinet Representative</u></p> <p>Unfortunately, Councillor Wheeler was unable to attend the meeting and sent his apologies for this item.</p>
11.	<p><u>2012 Year of Celebrations in Wiltshire</u></p> <p>A short animation was shown about the Olympic Torch route. Barbara Gray, Events and Sponsorship Manager, then gave a presentation about the 2012 year of celebrations in Wiltshire.</p> <p>The Olympic Torch would travel 8000 miles over 70 days and involve a convey of 300 people. The Olympic Torch would be coming through Calne in the morning on Wednesday 23 May 2012 and this would be a fantastic occasion to showcase the community area and Wiltshire on the whole, as well as the opportunity for free advertising for local businesses on a national scale. A huge evening event in Salisbury would be held on Wednesday 11 July 2012.</p> <p>Calne Town Council had already established an events group and it was suggested that all interested individuals get involved. Wiltshire Council had produced a toolkit to help make it easier for communities to celebrate, which</p>

	<p>would be useful for forthcoming Jubilee celebrations too. Please contact Barbara Gray, on 01225 718423 or <a href="mailto:barbara.gray@wiltshire.gov.uk">barbara.gray@wiltshire.gov.uk</a>, if you would like a copy.</p>
12.	<p><u>Questions from the Audience, Evaluation and Close</u></p> <p>There was the opportunity to ask any remaining questions. The issue of 20 mph speed limits was raised. Wiltshire Council was currently involved in a pilot scheme to investigate the effectiveness of 20 mph speed limits and the area board was awaiting the results of this.</p> <p>The next Calne Area Board meeting would be held at 7.00 pm on Thursday 14 February 2012 at Calne Town Hall, with refreshments available from 6.30 pm. The Chairman thanked those at the meeting and wished everyone a happy Christmas and prosperous New Year.</p>

## Chairman's Announcements

### 11 to 19 Commissioning Strategy

On 13 September 2011 Wiltshire Cabinet approved the Commissioning Strategy for 11 to 19 year olds. This included 7 broad priorities on

- Employment and training
- Educational attainment
- (These were the top 2 commissioning priorities selected by young people)*
- Housing
- Transport for young people
- Involving young people
- Volunteering
- Improving integrated youth services

Cabinet also approved a Wiltshire Youth Work Offer. The key features of the Youth Work Offer are:

- Open Access Youth Work
- Higher level targeted youth work support
- Better co-ordination of positive activities for young people
- Stronger partnerships
- Increased use of volunteers

An implementation group which includes Councillor representatives has been established.

Part of the Wiltshire Youth Work Offer will include the formation of Youth Advisory Groups in all community areas by June 2012. Initially, Youth Advisory Groups will be piloted in Malmesbury, Melksham, Southern Wiltshire and Salisbury. The groups will play a key role in improving the co-ordination of positive activities for young people in local areas.

The groups will be set up in each local area, linked to Area Boards. Each Youth Advisory Group will be chaired by a young person under 25 and over 50% of members will be under 19 years of age. Advisory groups will plan and shape local services, making sure local young people know what is available and encouraging partnerships which avoid overlap and fill gaps. Mechanisms will be established to ensure knowledge and ideas are shared between Youth Advisory Groups.

The pilots will be co-ordinated by staff from the Integrated Youth Service and Voice and Influence Team. Terms of reference have been developed for the pilots and are available upon request. Progress with the pilots will be reported on a regular basis to the Youth Services Implementation Group, which is chaired by Julia Cramp (Service Director, Commissioning and Performance). Pilots will be evaluated in early 2012

and the learning from these will be used to support the roll out of Youth Advisory Groups to other community areas.

**For further information on Youth Advisory Groups please contact:**

**Sally Willox (Locality Team Leader, Integrated Youth)**

**[Sally.Willox@wiltshire.gov.uk](mailto:Sally.Willox@wiltshire.gov.uk) Tel: 01373 822335**

**or**

**James Fortune (Lead Commissioner, 11-19)**

**[James.Fortune@wiltshire.gov.uk](mailto:James.Fortune@wiltshire.gov.uk) Tel: 01225 713341**

## **Chairman's Announcement**

### **Help to Live at Home - update**

The council are continuing to work with the NHS, selected providers and residents of Wiltshire to implement the 'Help to live at Home' service. This service will, upon full implementation improve the experiences of people and their carers who require support, whilst ensuring that the changes are sustainable in the future.

The main priority at this stage is managing the movement of customers from existing providers to the new Help to Live at Home providers: Enara Complete Care, Ridgeway Care (now re-named Aster Living), Somerset Care at Home and Leonard Cheshire Disability. This is being managed on an individual basis to ensure that customer requirements are taken into account. It is important that these changes are undertaken with as little disruption as possible to the customer concerned.

### **Testing out the New Model:**

The Help to Live at Home service is a new way of working for the Council and is unique in the country we believe. What is different is that providers will only be paid if they deliver the service that customers, the Council and NHS want. This will be introduced later in the year however, before introducing this new way of working we want to test it out which we plan to do so in February in West Wiltshire working with Somerset Care. Whilst we are testing out this new payment system we are also going to test out the new response service as well as the new equipment service so we can be sure that it all works as we intended.

### **Practical Help and Support at Home:**

In November a new contract for community equipment and practical help in the home was awarded to Medequip Assistive Technology Limited, a national organisation with offices in Calne. In addition to bathing aids, grab rails and ramps, Medequip will also be providing telecare equipment, continence products and pressure care. In the future Medequip will also be opening new retail outlets and will be employing specialist advisors, able to help people to find the right equipment for them. Medequip are also planning to operate a mobile equipment "bus" able to go all over the county so that people in rural areas will be able to see what equipment is available to help them.

### **Response service**

A key part of the Help to Live at Home approach is to offer telecare to customers with a call centre and personal response service able to visit people at home if necessary. This service will be available county-wide and will operate 24 hours a day and 365 days a year. There will be an opportunity for people to purchase the service privately if they are not eligible for a service from the Council. The response service will be provided by Wiltshire Medical Services (WMS) in partnership with the NHS, which is based in Chippenham. When the customer presses their alarm or a telecare sensor in their home indicates that there may be a problem, an alarm is received by the call monitoring centre at WMS who assess the most appropriate response to resolve the situation.

**Issues and Concerns:**

In making these changes the Council wants to hear from people who are receiving these services about their experiences. We believe that the changes that are being implemented will provide excellent services to the whole population of Wiltshire but recognise that it will take time for services to settle down. Should you have any concerns about services you or someone you know is receiving please contact: 01225 712553 anytime between 9am and 4pm Monday to Friday.



## Chairman's Announcement

### The Localism Act 2011

The Localism Act received Royal Assent on 15 November 2011. **Although the Act contains a number of important measures, most of these are not yet in force.**

The Act contains a number of *enabling provisions*. These give the Secretary of State power to introduce regulations and guidance that will make the measures 'live.' We anticipate that the key areas will come into force from April 2012 onwards.

The government has published a [Plain English Guide to the Localism Act](#) which summarises the main measures under four headings:

- new freedoms and flexibilities for local government
- new rights and powers for communities and individuals
- reform to make the planning system more democratic and more effective
- reform to ensure that decisions about housing are taken locally

We will provide a more detailed briefing on the implications for Wiltshire early in 2012. Although the Act is 497 pages long, the implications of some of the key measures will not be clear until the Secretary of State has introduced regulations and guidance. We will keep you updated on major developments.

A recent publication '[Localism in Action](#)' highlights emerging innovative practice in the South West which may become more commonplace with the implementation of the Act.

#### New freedoms and flexibilities for local government

- The 'general power of competence' gives local authorities more freedom to do things and this is welcomed. There are some restrictions on how the power can be used and limits on when it can be used to generate income. The Secretary of State can impose further restrictions so the extent of the power will become clearer over time.
- Ministers can order local authorities to pay fines for breaches of EU law in cases where they are deemed responsible for the failure to comply with EU law.
- The current standards framework and the national regulatory body, Standards for England, will be replaced with new local arrangements that will have implications for all councils. The council's monitoring officer will be writing to all town and parish councils about these changes.
- The Act clarifies the rules on 'predetermination' to reflect case law (so there is no change in practice). The rules of predetermination make sure councillors take part in discussions and make decisions with an open mind.
- Councils will have more freedom to offer business rate discounts, but the cost of discounts must be met locally.
- Other measures include some flexibility on governance arrangements, directly elected mayors, and items relating to London and major cities.

## New rights and powers for communities and individuals

- The 'community right to challenge' gives groups, parish councils and employees the right to express an interest in running a local authority service. If the challenge is accepted the challenging organisation can bid as part of a procurement exercise.
- The 'community right to bid' gives community groups a chance to bid for assets listed as having 'community value.' Community groups that express an interest will have a limited amount of time to raise money to bid to buy the asset on the open market.
- If a council proposes to raise council tax by more than a threshold set by the Secretary of State it will have to hold a referendum to get approval from local voters.
- Councils will vote on and publish a statement of their policies on pay, including the pay of senior officers.

## Reform to make the planning system more democratic and more effective

- The measures are wide ranging and include the abolition of regional strategies, a duty for public bodies to cooperate in planning matters, neighbourhood planning, the community right to build and a requirement for developers to consult communities before submitting certain planning applications.
- The Act contains some stronger planning enforcement powers, reform of the community infrastructure levy, reform of the way local plans are made. It also gives government ministers power to take decisions on nationally significant infrastructure projects.
- The November newsletter provided a link to a [government leaflet](#) on the proposals for neighbourhood planning.
- Further briefings on the changes to planning will be provided in the New Year and updated as regulations are made and implications become clearer.

## Reform to ensure decisions about housing are taken locally

- Social housing allocations reform gives local authorities greater freedom over who qualifies to go on the waiting list. Authorities must still make sure social homes go to the most vulnerable and those in greatest need.
- Social housing tenure reform gives social landlords flexibility to grant fixed term tenancies for people entering social housing (not for current tenants).
- Reform of homelessness legislation allows local authorities to meet their homelessness duty by providing good quality private rented homes.
- Reform of council housing finance changes the way social housing is funded, which gives more local control.
- The National Home Swap scheme enables people who would like to swap their social home to access details of all other tenants who may be a suitable match.
- Reform of social housing regulation changes the way that social housing is regulated, abolishes the Tenant Services Authority and changes the way that complaints about social landlords are handled.
- The Act also abolishes the need for people selling their houses to provide Home Information Packs.



## SERVICE TO THE COMMUNITY AWARD

**The Wiltshire Police Authority (WPA) Service to the Community Award recognises the exceptional service made by individuals within a Neighbourhood Policing Team.**

They could be a Police Officer, Police Community Support Officer, Special Constable, or a volunteer - the only criteria is that you believe their service to the Neighbourhood Policing Team has been outstanding.

We are now seeking nominations from the public for this Award. So if you know someone from your Neighbourhood Policing Team who has 'gone that extra mile' or provided a service that you believe is second to none, then we want to hear about it.

### **You can make your Nomination in three easy steps!**

1. Tell us as briefly as you can why the nominee is worthy of the Award
2. Post or email your nomination to the WPA offices on the contact details below
3. Let us have your nomination by **Friday 2nd March 2012**

The Judging Panel will then consider all Nominations and invite the short listed nominees to attend a lunchtime presentation on Tuesday 27th March 2012.

The winner will receive the Wiltshire Police Authority Service to the Community Award at the presentation, and all shortlisted nominees will receive a certificate.

For further information, please contact the WPA offices on the details below:

**Address:** Golden House, London Road, Devizes, Wiltshire SN10 2RD

**Telephone:** 01380 734 022

**Email:** [police.authority@wiltshire.pnn.police.uk](mailto:police.authority@wiltshire.pnn.police.uk)



## **Air Quality Management Strategy in Calne**

The Environmental Protection team are just in the process of gathering together air quality data from 2011 which needs to be subject to bias adjustment and ratification. This should be completed in March. They are also looking to move one of the pollution monitoring stations to Calne to give us some real time data and the team should hear in the next few weeks whether the chosen site is feasible.

A Detailed Assessment report will be written which needs to be submitted to DEFRA in April. This will conclude whether there is a need for an AQMA in Calne around Curzon St and New Road. If a need is identified, the area board will be formally consulted on its coverage and for formal adoption.

It is hoped that someone from the Environmental Protection team will be able to attend the Calne Area Board meeting in February to provide an update on the issue.



## **Chairman's Announcement : Submission Draft Wiltshire Core Strategy**

### **Pre-submission consultation**

On 17<sup>th</sup> January Cabinet considered a submission draft Wiltshire Core Strategy. Full Council will now be asked on 7 February 2012 to approve this draft for publication and to agree a six week statutory consultation period commencing on 20 February 2012.

At this stage the consultation will be inviting comments on the 'soundness' of the plan, for example, have the correct legal processes been followed or are the policies based on clear, robust, up-to-date information. During the consultation a summary of the document will be displayed in Calne library for the duration of the consultation. Copies of the core strategy can be viewed in all local libraries. All the consultation documents will be made available on the Council's web site and at the Council offices at Bradley Road and County Hall, Trowbridge; Browfort, Devizes; Monkton Park, Chippenham and Milford Street, Salisbury. Comments can be submitted on line or in writing but must be received by Monday 2<sup>nd</sup> April 2012.

Subject to no fundamental issues being raised on the soundness of the core strategy, it is the Council's intention to submit the document to the Secretary of State during the summer. At this stage an Inspector will be appointed to undertake an Examination in Public into the soundness of the document. As part of this examination he/she will consider the representations received during the consultation which is to start on 20 February.

The Draft Wiltshire Core Strategy details a spatial strategy for Wiltshire and related policies to deliver that strategy. The core strategy incorporates a strategy for each community area which identifies specific development sites where appropriate and highlights specific considerations in each area.

(A copy of the draft core policy for Calne, to be considered by Council on the 7<sup>th</sup> February, is attached for information. This policy should be read in conjunction with the other policies of the plan that will apply to development in the local area, such as affordable housing policies, climate change policies and transport policies.)

## Core Policy 8 – Spatial Strategy: Calne Community Area

Development in the Calne Community Area should be in accordance with the Settlement Strategy set out in Core Policy 1:

Market Towns:	Calne
Larger Villages:	Derry Hill/Studley
Smaller Villages:	Bremhill; Cherhill; Compton Bassett; Heddington and Hilmarton

Over the plan period, 6 hectares of employment will be provided, including:

Land East of Beversbrook Farm and Porte Marsh Industrial Estate	Saved North Wiltshire District Plan Allocation	3.2 hectares
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The following Principal Employment Area will be supported in accordance with Core Policy 35: Porte Marsh Industrial Estate.

Over the plan period (2006 to 2026), at least 1,380 new homes will be provided, of which 1,240 should occur at Calne and 140 homes will be provided in the rest of the community area. There will be no strategic housing sites allocated in Calne. Non strategic development in the Calne Community Area over the plan period may consist of a range of sites in accordance with Core Policies 1 and 2. Development proposals in the Calne Community Area will need to demonstrate how those issues and considerations listed in paragraph 5.42 will be addressed.

**Targets:** See housing and employment numbers above; Reduction in local unemployment figures.

**Monitoring and Review:** AMR housing completions; NOMIS official labour market statistics.

**Delivery Responsibility:** Wiltshire Council; Developers.



Notes for chairmen:

- Core strategy will be available for inspection in all local libraries. The summary display is available in only one location within the community area unless requests for additional copies from other organisations have been received. We are hoping to agree to the display being available in the Calne community hub but this has not been finalised yet (2/2/12)
- Documents which form part of the consultation are Submission Draft Wiltshire Core Strategy, Sustainability Appraisal Report, Habitats Regulations Assessment.
- All evidence prepared to support the production of the core strategy will be available from 20 February on the planning pages of the web site.
- Where an area board meeting takes place within the consultation period spatial plans officers will attend on request.
- Workshops have been arranged for rural parish councils to outline the approach in identifying large and small villages within the core strategy and to discuss the relationship between the core strategy and neighbourhood plans. Rural parishes will receive an invitation to attend closer to the start of the consultation. Dates are:
  - Biddestone Village Hall, Wednesday 7<sup>th</sup> March, 6.30 for a 7 pm start
  - Michael Herbert Hall, Wilton, Thursday 15<sup>th</sup> March, 6.30 for a 7pm start
  - Bouverie Hall, Pewsey, Monday 19<sup>th</sup> March, 6.30 for a 7 pm start

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**Monitoring and Review:** AMR housing completions; NOMIS official labour market statistics.

**Delivery Responsibility:** Wiltshire Council; Developers.

<b>Report to</b>	<b>Calne Community Area Board</b>
<b>Date of Meeting</b>	<b>14<sup>th</sup> February 2012</b>
<b>Title of Report</b>	<b>'You Decide' – Young People's project funding</b>
<p><b>Purpose of Report</b></p> <ul style="list-style-type: none"> <li>To ask Councillors to devolve the Calne discretionary youth budget, £4,285, to the community for deliberation and allocation to projects which engage young people in positive activities and opportunities.</li> <li>To ask the Calne community to consider 7 applications for project funding from groups of local young people represented at the Area Board meeting on 14<sup>th</sup> February 2012.</li> </ul>	

## 1. Background

- 1.1. £4,285 has been delegated by Wiltshire Council cabinet to Calne area board for projects which engage young people in positive activities/opportunities.
- 1.2. The Calne Area Board co-ordinating group (ABC) recommend this budget is used to target young people who have specific circumstances which can prevent them from engaging in mainstream activities.
- 1.3. The ABC also decided it would like the Area Board to adopt a system of participatory budgeting to decide how this money should be distributed.
- 1.4. Participatory budgeting comprises a range of methods that enable local people to decide how and where Council money should be spent.
- 1.5. In order to undertake this approach it is necessary for Members to formally delegate the decision to the community.
- 1.6. 7 applications for funding from this budget have been submitted by young people and their supporting organisations. (details in appendix 1)
- 1.7. Paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"> <li>Localism in Action -case studies, tips and tools from the South West  <a href="http://www.creatingexcellence.org.uk/regeneration-renewal-news-497-thread-0-0.html">http://www.creatingexcellence.org.uk/regeneration-renewal-news-497-thread-0-0.html</a>)</li> </ul>
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## **2. Main Considerations**

- 2.1. 7 applications have been submitted to the area board for consideration. These will be presented to the Area Board by the young people.
- 2.2. Members and the community will be asked to consider the following questions as they deliberate which projects will be awarded funding:
  - Will this project meet the needs of young people who don't often access mainstream activities and opportunities?
  - Could the project develop to include more young people/activities/opportunities in the future?
  - Does the project offer long lasting benefits to the young people involved?
- 2.3. Information about future Area Board funding is not yet available, but will be posted on the Area Boards website as soon as possible.

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

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

## **4. Financial Implications**

- 4.1. Awards must fall within the Area Boards budget allocated to the Calne Community Area Board.

## **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. Participatory budgeting allows all members of the community to engage in the decision making process of Wiltshire Council.
- 7.2. Awards made under this item will be specifically targeted at young people who may be unlikely to access mainstream activities and opportunities.
- 7.3. The application process was open to all young people in the community and was

promoted widely through the community area network and local newsletters.

- 7.4. Local community and voluntary groups, Town and Parish Councils had an equal opportunity to receive funding towards projects and schemes.

## 8. Officer recommendations

8.1	Devolve £4,285, the Calne discretionary youth budget, to the community.
8.2	Undertake a Participatory Budgeting exercise to decide which projects should be awarded funding.

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

<b>Report Author</b>	Jane Vaughan, Community Area Manager Tel: 01249 706447 E-mail <a href="mailto:jane.vaughan@wiltshire.gov.uk">jane.vaughan@wiltshire.gov.uk</a>
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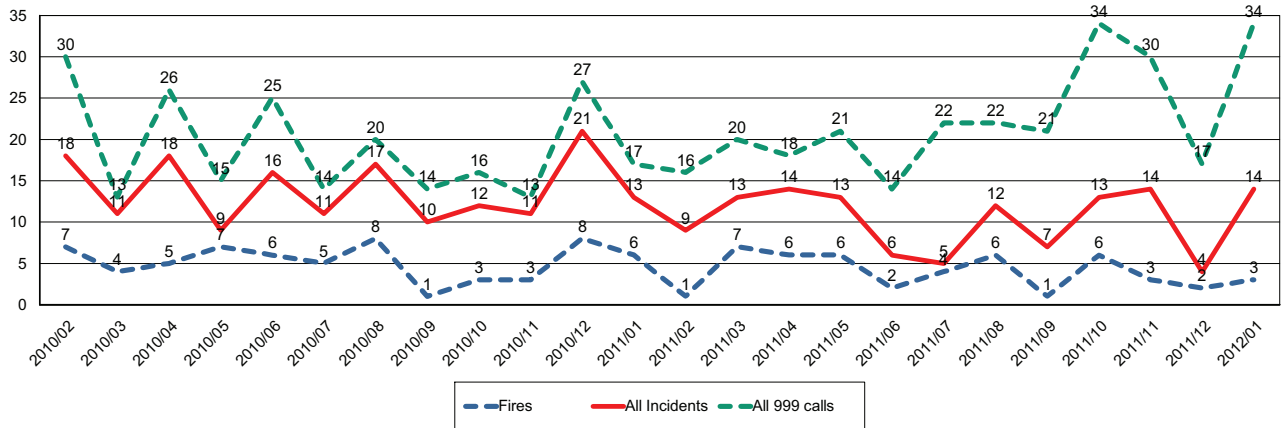




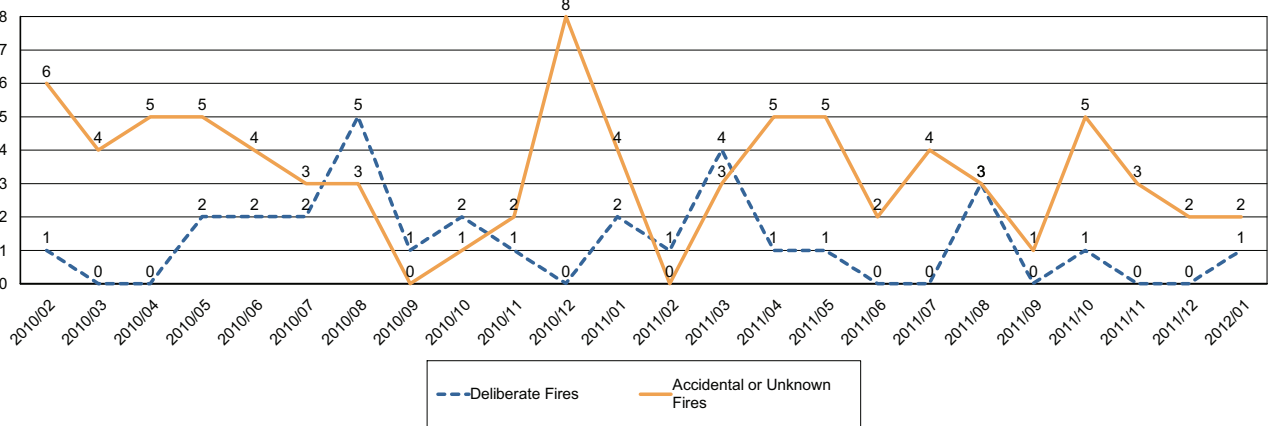
## Report for Calne Area Board

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

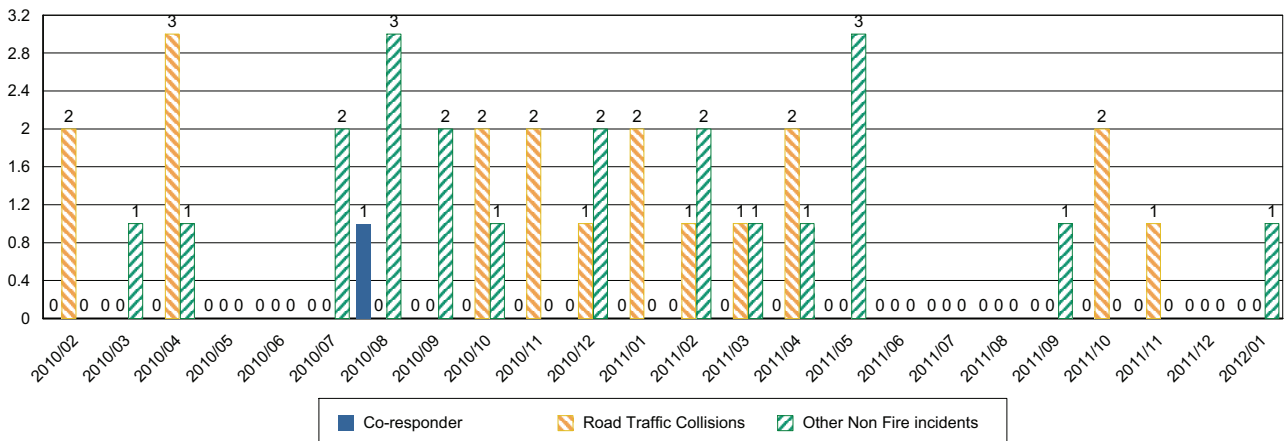
### Incidents and Calls



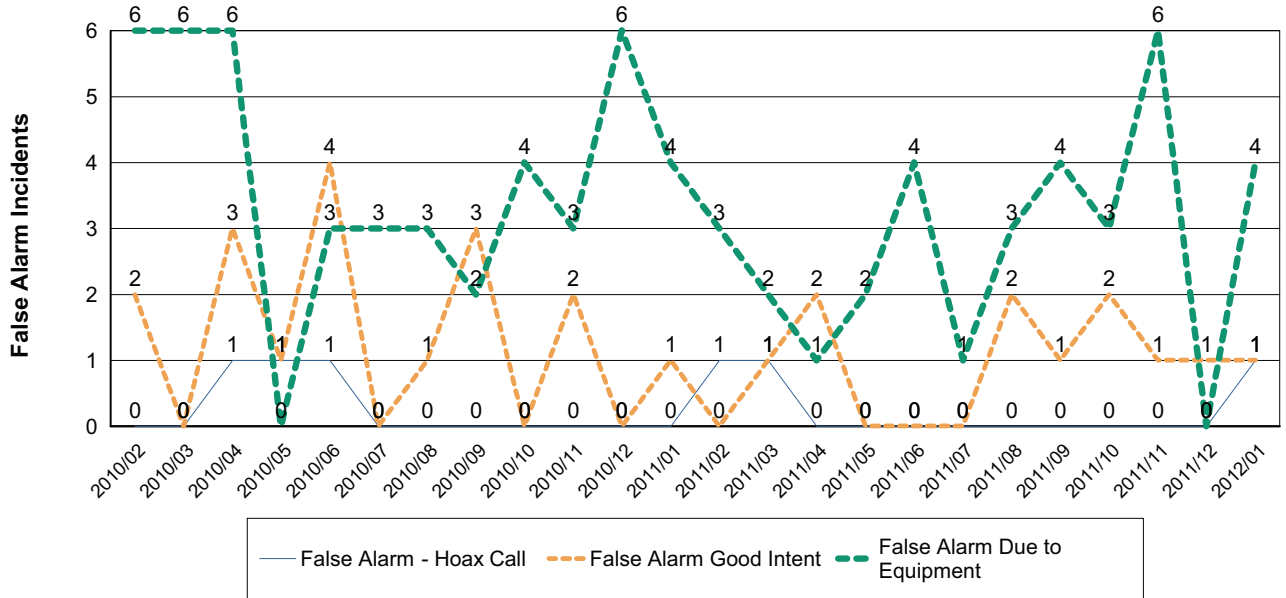
### Fires by Cause



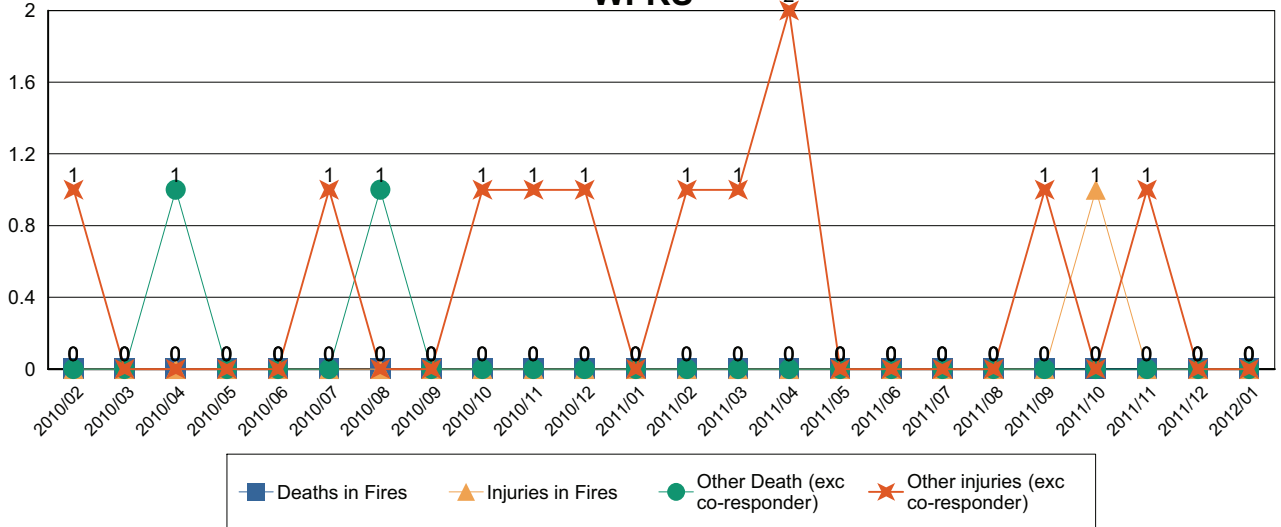
### Non-Fire incidents attended by WFRS



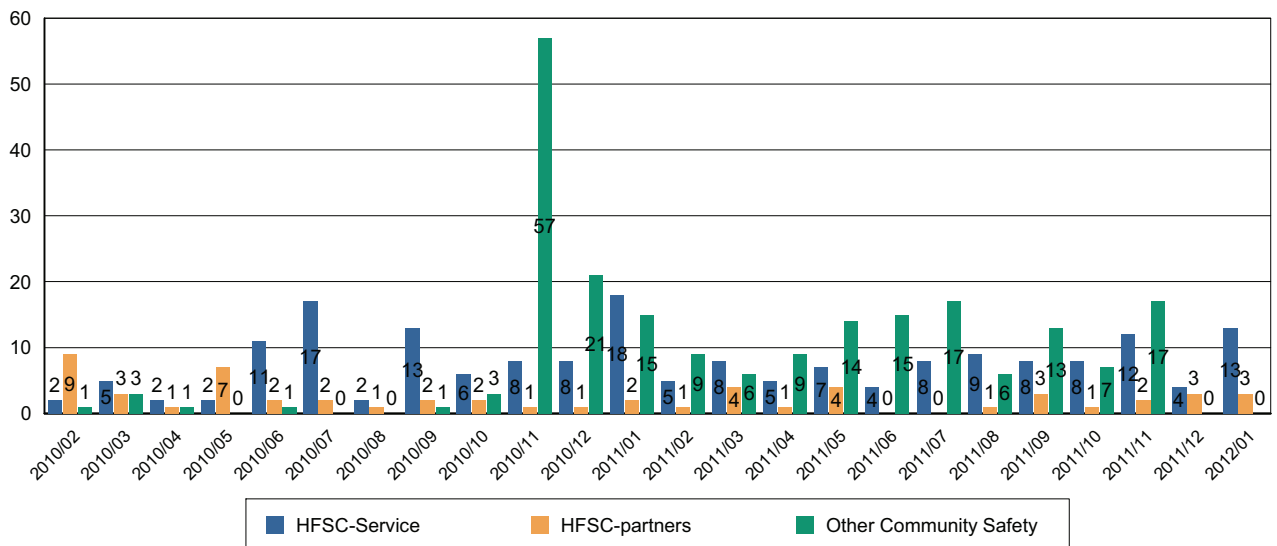
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

## **Wiltshire Fire and Rescue Service – Fire Safety Messages to Area Boards**

### **House Fire Started by Chinese Lantern**

Wiltshire Fire & Rescue Service is again warning people about the dangers of Chinese lanterns, after a fire in Swindon on Monday night (30 January).

Chinese lanterns, also known as wish or flying lanterns, have become increasingly popular worldwide as a means of celebrating special occasions – however, they carry a significant risk of fire or injury if not used wisely.

The lanterns are generally made from paper, supported by a wire frame that incorporates a holder at the base for a solid fuel heat source.

Crews from Swindon and Stratton fire stations were called to a property in Bright Street, Gorse Hill at 8.13 pm on Monday after fire was reported in the guttering. It is believed the fire was started by a Chinese lantern, which had landed on the roof and ignited debris from birds' nests.

Group Manager Alan Harper said: "The problem with Chinese lanterns is that you can't control the actual direction they take or where they will land – in addition, there is no guarantee that the fuel source will be fully extinguished and cooled when the lantern eventually descends, and that presents a fire hazard. Chinese lanterns are very attractive when flying, but we would urge people to think twice before lighting them in residential areas – there is a real risk."

Locations that should be considered unsuitable for flying lanterns include areas with standing crops, anywhere near buildings with thatched roofs, areas of dense woodland and areas of heath or bracken, especially in dry conditions. Consideration should also be given to the proximity to major roads or airfields.

An advice sheet on the use of Chinese Flying Lanterns is available at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

### **Service Warning on Electrical Fire Safety**

Wiltshire Fire & Rescue Service is supporting the national Fire Kills campaign and the Electrical Safety Council by warning people about the risks of using electrical equipment in the home.

New national statistics have been released which show that half of all accidental house fires in 2010/11 were caused by faulty or misused electrical equipment.

From faulty fridges and abandoned irons to dodgy plugs and wiring, electrical equipment can be an unnoticed fire hazard in the home – and, with the recent cold weather, many sockets could still be overloaded with space heaters and electric blankets.

In 2010/11, there were 234 fires in Wiltshire that were caused by faulty or misused electrical products – one such fire, which started in a two-bar electric heater, led to the death of a man.

Group Manager Perry Payne, from the community safety department, said: “Electrical equipment is a vital part of all our lives, from essentials like heating and lights to luxuries like entertainment systems and smaller things like hair styling tongs etc. Half of all accidental fires begin with an electrical appliance, so it’s really important to make sure that your electrics are in good working order. If electrical equipment is properly used, properly fused, properly wired and properly maintained then it shouldn’t present a problem.”

He added: “Most electrical fires start in the kitchen, so be extra careful with cooking equipment. Fire in the home can be devastating, but most blazes are preventable. By following some simple steps, you can help keep you and your loved ones safe.”

Safety tips include:

- Don’t overload plug sockets.
- Regularly check for worn or frayed wires.
- Unplug appliances when not in use.
- Keep appliances clean and in good working order.
- Consider using an RCD – Residual Current Device - which works like a circuit breaker to protect against electric shocks and reduces the risk of electrical fires.

In addition, the Electrical Safety Council advises that heaters should be kept clear from curtains and furniture and should never be used for drying clothes, while your electric blanket should be unplugged before you go to bed, unless it has a thermostat for safe all-night use – and check it regularly for signs of wear.

Michael Franklin  
Partnerships & Community Engagement Manager  
February 2012

## **NHS Update – February 2012**

Ed Macalister-Smith has been appointed as Chief Executive / Accountable Officer to the Wiltshire and Bath & North East Somerset PCT cluster with effect from 1 January 2012. Ed is an experienced NHS Chief Executive, having led NHS Buckinghamshire and the Isle of Wight NHS Primary Care Trust as well as having a wealth of experience gained from working in a number of other NHS organisations, including Wiltshire Health Authority and Bath Community Health Council. He will now lead the PCT through the next fifteen months 'transition' phase as commissioning of healthcare services transfers to the ownership of the four Clinical Commissioning Groups in Wiltshire and Bath & North East Somerset from 1 April 2013.

### **Got 20 minutes to spare for a free NHS Health Check?**

GPs in Wiltshire are now inviting people aged 40 – 74 to a free health check. Don't miss out – find out how your body is handling your lifestyle! The check – more like an MOT for your body – will take approximately 20 minutes and keep you running like clockwork.

Everyone is at risk of developing heart disease, stroke, diabetes or kidney disease. The good news is that these conditions can often be prevented – even if you have a history of them in your family. Health Checks are free, quick and easy and your GP will provide you with simple, practical and realistic steps to help you reduce any health risks and stay healthy.

If you want to live a longer and healthier life, make a health check appointment when you receive your letter.

### **Be alert to the signs and symptoms of bowel cancer**

NHS Wiltshire is supporting the Be Clear on Cancer bowel cancer campaign launched this month by the Government. The campaign will run for two months from 30 January and will incorporate TV, radio, print and online advertising. It aims to raise awareness of the signs and symptoms of bowel cancer and encourage people with symptoms to see their doctor.

Bowel cancer is England's second most common cancer, with around 33,000 new cases each year. It affects both men and women and is responsible for more than 13,000 deaths a year. Nine out of ten people diagnosed with bowel cancer are aged over 55 and those with a family history are more at risk.

The good news is that early detection of bowel cancer makes it more treatable. The key signs and symptoms of bowel cancer are blood in poo, or looser poo for three weeks or more. For further information about the signs and symptoms of bowel cancer, please visit [www.nhs.uk/bowelcancer](http://www.nhs.uk/bowelcancer)





## CALNE COMMUNITY AREA PARTNERSHIP

Wellbeing through involvement, inspiration and action

### **Calne Area Board Update for Tuesday 14th. February 2012**

#### **General**

Calne Community Area Partnership exists to provide an opportunity for people to discuss and influence the way that public services are provided locally with local priorities. The Calne Community Area covers Calne and the villages surrounding Calne. Partnership involvement is for “everyone who lives or works in the Calne Community Area”. The Partnership is managed by a Steering Committee all of whom are local volunteers.

The [www.calnecap.org](http://www.calnecap.org) website has been revamped to make it easier for information to be updated. A consultation working group is developing a consultation strategy to update the Community Area Plan in 2012. Consultation as to what should be included in the updated plan will commence in the spring of 2012.

The partnership has supported the development of Fairtrade throughout the community area and a separate Fairtrade group has been formed to develop the Fairtrade campaign with support from both a Town and a Wiltshire Councillor. Fairtrade Fortnight starts on Monday 27<sup>th</sup>. February.

The partnership is co-hosting the Community Planning event on the 27<sup>th</sup>.February to determine community priorities for the future.

#### **Partnership Theme groups reports**

##### **Education and Life Long Learning**

It is planned to create a Virtual Prospectus for all education, training and skills provision within the community area in Calne and in the surrounding villages. It is planned to identifying urgent training gaps for employment as well as cooking healthily on a budget, adult literacy and numeracy and job application and interview skills.

Trevor Jenkins became the Chair of the theme group recently and plans to research the medium and long term educational and skills needs of the community

##### **Environment**

At the Jan 17 meeting of the CCAP Steering Committee, it was agreed that members of the Calne Environmental Network (CEN) would take a leading role in steering the Environmental Theme Group of Calne CAP. CEN founders Peter Knight and Sue Wallace were elected Chair and Deputy Chair respectively of the Theme Group. A very successful first meeting of CEN took place on Jan 18 when 20 people attended.

Clean-ups took place at Castlefields Park on Jan 15 and at Abberd Brook on Jan 21. Litter picking has been arranged for Feb 26 around the town centre, and a stream clean scheduled for March 25. Discussions will take place with Town Council regarding CEN taking a leading role in the management and clearing of the Bentley Wood.

Calne Town Council have awarded a grant for the use of the whole of the Town Hall for Green Calne Day. This will be an Eco Fair during the day, and in the evening the film Avatar will be

shown by Moviola in the Town Hall. The Calne Community Cycle event will be held on the same day on 23 June. The first of the monthly newsletters was sent by email to around 100 recipients.

### **Health and Social Care**

The recent Health and Social Care Forum heard from Emma Downey the Good Neighbours part time co-ordinator support for older and disabled people in the parishes of Hilmarton, Compton Bassett and Bremhill. The group discussed the Joint Strategic Needs 2011 statistics for the Calne Community Area and heard from Jan Morse the Neighbourhood Manager of Westlea Housing Association about their support for their tenants and drawing up a improvement plan.

### **Transport**

Calne Area Transport (CAT) are working with the Campus Team to create the Travel Plan for the Campus. CAT have submitted a bid for funding for Transport Maps to be displayed in several locations in the town. CAT are working with the Section 106 working group to discuss where money to be received from the developers of Sandpit Road development should bring improvements to the cycle and pedestrian access to the town and schools and also contribute to make crossings safer on the Oxford Road in Calne

### **Calne Community Hub**

The establishment of the Community Hub at 27, High Street in the centre of Calne had been a great success largely due to the dedication of the volunteers who have set it up and staffed it from Tuesday to Friday. The Hub is a welcoming place for people to get information, seek help in a friendly environment. Advertising of events provides publicity for the many events in Calne and the surrounding villages. Regular visiting surgeries are held by the Police, the Dog Warden, Calne Community Transport, the Area Board Manager, a Wiltshire Councillor, Connections, the Eating Disorder Support Group and Richmond Fellowship in the Hub. The Hub also hosts a volunteer Job Club to assist those seeking employment.

The Hub has had it's lease extended until June 2013 on the same conditions as for the pilot phase. The Hub Working Group is now planning how the Hub will develop and progress the community activities that proved so successful during this pilot phase.

The Community Hub is available for voluntary and statutory organisations to use. It has a good display of "what's on" and other information. It is open on Tuesday, Wednesday, Thursday and Friday from 10.00 to 4.00 -Contact JR Dawson - 01249 813747 or [thehub2010@hotmail.co.uk](mailto:thehub2010@hotmail.co.uk)

**If you want to find out about how to be involved the Calne Community Partnership - drop into the Community Hub in the High Street in Calne or the visit [www.calnecap.org](http://www.calnecap.org).**

### **Friends of Abberd Brook update - February 2012** (Thanks to Francis Bosworth)

Following the Species Report, FAB are meeting representatives from the Wiltshire Wildlife Trust, and the Environment Agency in early February to implement a 5 year management plan.

Plans have now been submitted to Wiltshire Council for the placement of an interpretation board for the Abberd Brook near Doctors Pond.

Monthly Fixed Point Photography of the Brook and Pond has now started but fly tipping continues to be a major problem.

For more information about the **Friends of Abberd Brook** contact **Francis Bosworth** ([fbosworth1@hotmail.com](mailto:fbosworth1@hotmail.com)) Website; [www.fabrook.org.uk](http://www.fabrook.org.uk)





# Calne Campus Working Proposal

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11. Appendix D – Calne Campus Equality and Inclusion Plan	Page 20
12. Appendix E – Calne Campus Transport Plan	Page 22

## **1. Executive Summary**

At a meeting of Wiltshire Council Cabinet on the 15<sup>th</sup> February 2011, Councillors approved a programme of work to deliver community campuses across the County in order to develop and test alternative solutions to the management and delivery of public services. Calne was included in the second phase of the campus programme. On 3<sup>rd</sup> May 2011 the Calne Area Board accepted the proposal to develop a campus in the Calne community area and formed a Working Group to develop the project. The Working Group has conducted liaison meetings with possible stakeholders and undertaken 2 phases of public consultation. The results of this research have been used to create a project development plan from which a Project Proposal was developed and this, in turn, formed the basis of the Working Proposal. Several public meetings and a 'travelling road-show' have also taken place in an attempt to publicise the project within the Calne Community Area and inform the public. Update briefings have been presented at Calne Area Board meetings in the interim.

This report summarises the present position and requests approval from the Calne Area Board to allow the Working Group to proceed to the next stage of the development of the Calne Community Area Campus.

## **2. What is a Campus?**

A campus is defined as a building or buildings, in a community area where people can access services; it doesn't have to be on one geographic site. The campus might include leisure facilities, adult social care, youth services, a library, a transport hub, a café and internet services and many other things either existing or newly created. A campus could also include services provided by partners such as the Police, local voluntary sector organisations or medical facilities; these services could be provided in refurbished buildings, in extended existing buildings or by changing the use of existing buildings.

## **3. Campus Working Group**

On 3<sup>rd</sup> May 2011, the Calne Area Board accepted the proposal to develop a campus for the Calne community area and formed a community-led group from Calne and the surrounding Parishes to represent the community throughout the development of the proposals for a campus. In other towns involved in the campus project, this group is referred to as a Shadow Community Operations Board (SCOB). At the initial Calne SCOB meeting, it was agreed to simplify this title by referring to the group as the Calne Campus Working Group. The Working Group consists of an elected member from the Calne Area Board, a Town and a Parish Council representative and members of various community groups to ensure it represents the wider community area as effectively as possible. The Working Group's aim has been to engage with and directly influence the design process for the campus to ensure that the needs and aspirations of the wider community are reflected in the design and operation of the facilities.

At their initial meeting, the Working Group agreed the Terms of Reference (Appendix A) and identified that early engagement with the community was highly important; the Working Group also recognised that there are many different community 'stakeholders' with their own specific needs. In order to achieve this community engagement, the Working Group has co-opted a number of additional local people as non-voting Members to broaden its skill base. To enable the business case for the campus to be presented to the Wiltshire Council Cabinet in May 2012, Working Group meetings have been held on a weekly basis in order that the two phases of public consultation could be carried out and the Working Proposal finalised on schedule.

To support this work, a number of documents have been developed and these include the following:-

- Communication Plan (Appendix B)
- Design Principles (Appendix C)
- Equality & Inclusion Plan (Appendix D)
- Transport plan (Appendix E)

These documents have been developed as the project progressed and will continue to be amended as the project evolves; further supporting documents may be generated as and when required.

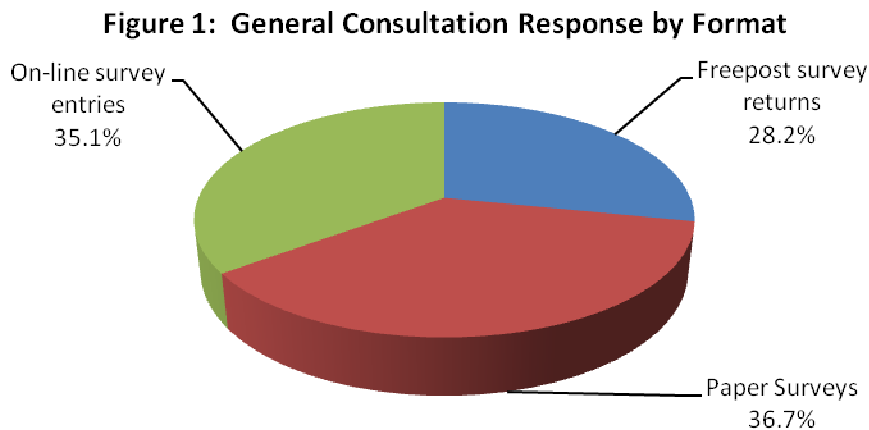
#### **4. Phase 1 Consultation**

The Phase 1 consultation ran during August 2011, with the aim of establishing what services the Calne community area valued and where improvements to existing services were seen as desirable. Community area views were sought through a series of response opportunities:

- 2,000 random paper freepost surveys sent to households throughout the community area.
- 3,000 paper surveys available at various locations throughout the community area.
- Electronic (on-line) surveys via the Wiltshire Council website, links to this website were cascaded electronically to local community groups and organisations.

The Phase 1 consultation included 4 questions relating to the proposed campus and a further 4 questions relating to the respondents (i.e. age, gender etc). In addition, there were a number of comment boxes where respondents could add their personal views if they wished.

A total of 897 survey responses were received and the following chart (see Figure 1) shows the breakdown of responses to the consultation by format, i.e. paper survey or online survey.



#### **4.1 Analysis**

The initial analysis was conducted by the Wiltshire Council Research Team who required that all responses from the paper survey were transcribed on to the online version to enable this analysis to take place. This initial data was then transmitted to the Working Group, together with all the comments contained within the responses, for the final analysis that was carried out by the Working Group members.

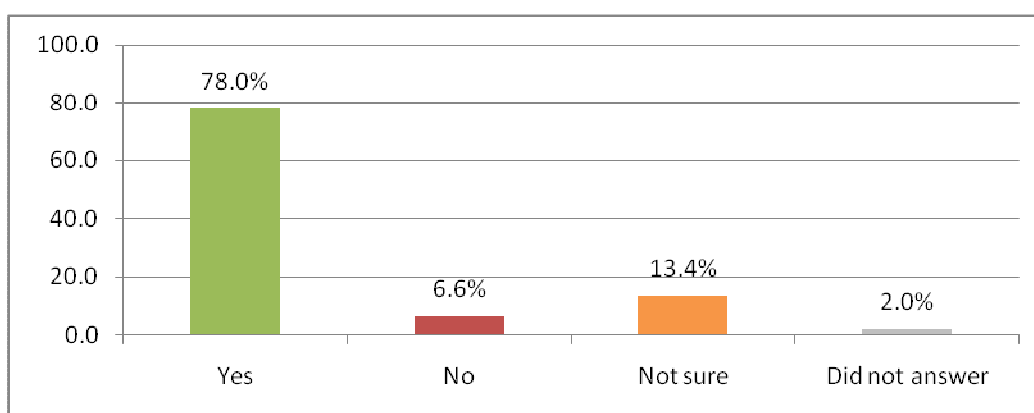
Prior to this final analysis, a scoring protocol was established by the Working Group to provide a priority listing:

- The 'No preference' scores and 'nil responses' were disregarded.
- Scores for 'Would not like' were subtracted from the scores for 'Would like' (Q1 and Q2 only).
- Baseline for calculation is 897 completed responses.
- Activities ranked for preference in order of their scores.

All the comments were reviewed and 'themed' and these were then used to help improve the understanding behind the clinical statistics. In addition, these comments were transmitted to Wiltshire Council so that they could provide responses to the comments as appropriate.

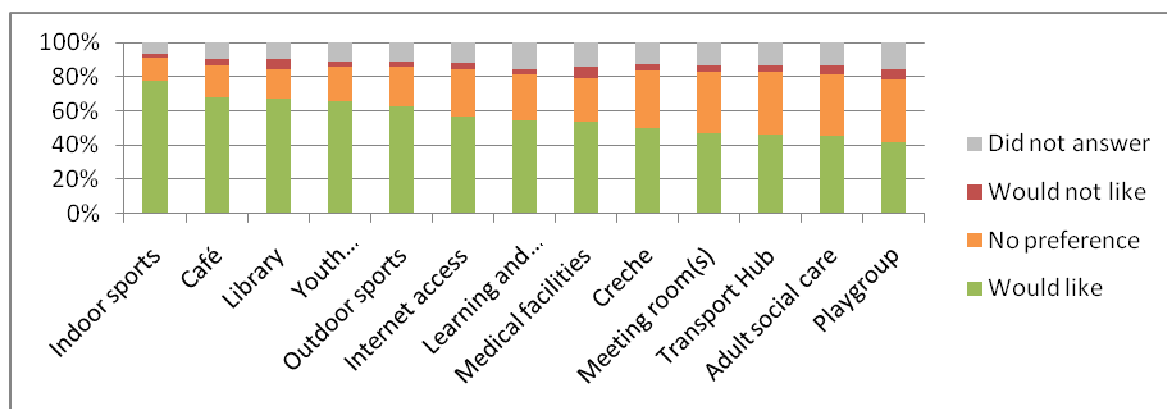
In terms of the clinical statistics, the most important and encouraging fact that emerged from the analysis of the responses was the encouraging approval rating of 78% for the campus concept, (see Figure 2).

**Figure 2: Approval Rating for the Campus Concept (Q3)**



In compliance with the agreed scoring protocol, the analysis of Q1 (Which of the following would you like to see in a campus?), demonstrated a high approval rating for the campus to include an indoor sports facility (75%), the Library (61%) and an outdoor sports facility (59%)(see Figure 3). The Working Group felt that these were already well supported by existing facilities, namely the Calne Leisure Centre, the Calne library and the Beversbrook Sports and Community Facility. As a consequence, the Working Group proposed a multi-site campus spread over these 3 existing sites.

**Figure 3: Results of Preferred Services for the Campus (Q1)**

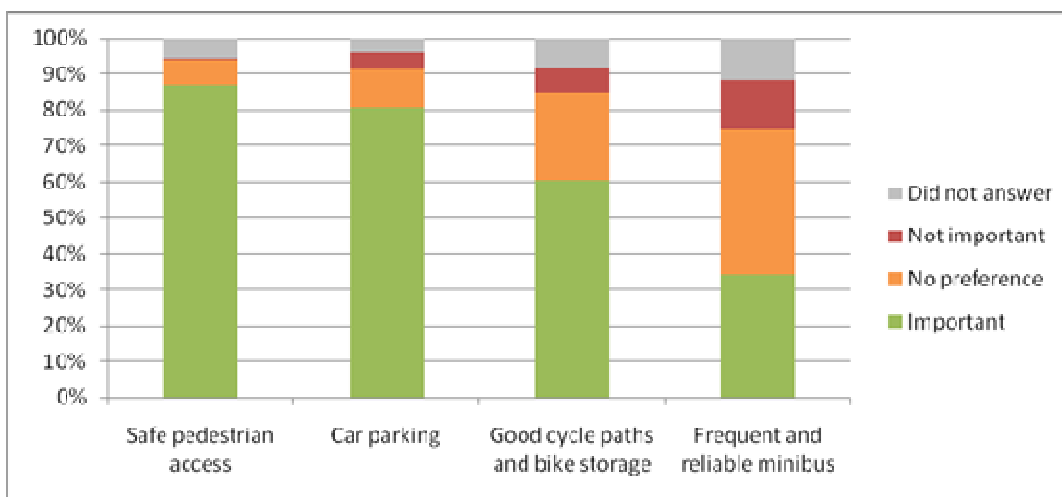


In order to provide all the services/activities identified in Figure 3, the proposed campus sites would need to be developed through further input from local people ensuring each campus site is

as individual as the community it serves. The ultimate campus aim is to make maximum and efficient use of the Council’s buildings, both new and existing and create a campus that delivers more for the local community.

When asked “What was important to them” in terms of services, the scoring protocol showed an approval rating of 87% of respondents saying that they wanted safe pedestrian access to the campus site and 76% wanted car parking provision at the campus. In addition, 53% wanted good cycle paths to the Campus sites and safe cycle storage whilst at the Campus sites, (see Figure 4).

**Figure 4: Results of Q2 (How important are these things to you?)**



## 5. Phase 2 Consultation

The Phase 2 consultation began on the 23<sup>rd</sup> November 2011 and closed on the 14<sup>th</sup> December 2011, although postal responses were still accepted after this closing date.

The purpose of this phase of the consultation process was to determine whether the “Working Proposal” truly reflected the input from the first phase of consultation and whether it still meets the needs of the Calne community area. To this end, the Phase 2 consultation provided feedback on the analysis of Phase 1 results and asked two fundamental questions to ascertain if people agreed with the content of the Working Proposal:

- Q1 - Do you agree with the working proposal for a multi-site campus spread over the three existing sites?
- Q2 - Do you think that the working proposal meets your own or your family's needs?

It was important that the “Working Proposal” was clearly and widely communicated throughout the community area. In order to achieve this, the Working Group decided to use a similar distribution method as in Phase 1.

- 3,000 paper copies of questionnaire were available throughout the town, i.e. at the three proposed Campus sites, the Community Hub, the Information Centre at Bank House. In addition, the questionnaires were made available at the Patford House surgery (3 waiting rooms) and at numerous public surgeries.
- 2,000 freepost copies were sent out to random households throughout the community area.
- Copies were distributed to the Community Area Parish Councils for distribution into their community areas.
- Electronic responses were available online via Wiltshire Councils website (web search Calne Campus).

- The consultation document was also posted onto a local school website to facilitate online responses by parents and pupils!
- Partner websites were used to email consultation documents to their members.

In addition, the Campus Working Group recognised that, based on a review from the Phase 1 consultation, more should be done to provide supporting campus information during the Phase 2 consultation.

- Electronic communication was used extensively within the partner organisations and local schools.
- In addition to the 2,000 freepost distribution, each of the 3,000 paper copies were also distributed with freepost envelopes to make it easier for the respondents to return their survey forms.
- A number of public surgeries were held in Phelp's Parade, the Calne Leisure Centre and at Beversbrook. The timings of these surgeries coincided with their busy periods (e.g. the Phelp's Parade events were held on market days.)
- The Calne Community Hub was used as a permanent display area where volunteers were always on hand to answer questions.

### 5.1 Working Proposal

Based on the responses from the first survey, it is proposed that the Calne Campus should be a multi-site campus spread over 3 existing sites. The most significant requirements for each site were identified as:-

#### **Campus North (Beversbrook Sports and Community Facility)**

- Safe pedestrian access
- Crèche
- Increased flexibility of the facility

#### **Campus Central (Library Building)**

- Reception for all services and facilities and offering advice on other council services
- A variety of multi-purpose meeting / training rooms
- Catering facilities
- Medical facilities (possibly a new Health Centre )
- Crèche (for campus users)
- Tourist information / local information / advice centre.
- Facilities and services for the young
- Personal care room(s) for disabled users and their carers
- Transport Hub
- Dedicated parking

#### **Campus South (Calne Leisure Centre)**

- Complete refurbishment of buildings and services to the latest environmental standards

- Tiered seating around the pool area to allow competitions to be held
- Multi-functional meeting / training rooms
- Crèche (for campus users)
- Sporting Goods Shop
- Improved parking

## 5.2 Analysis

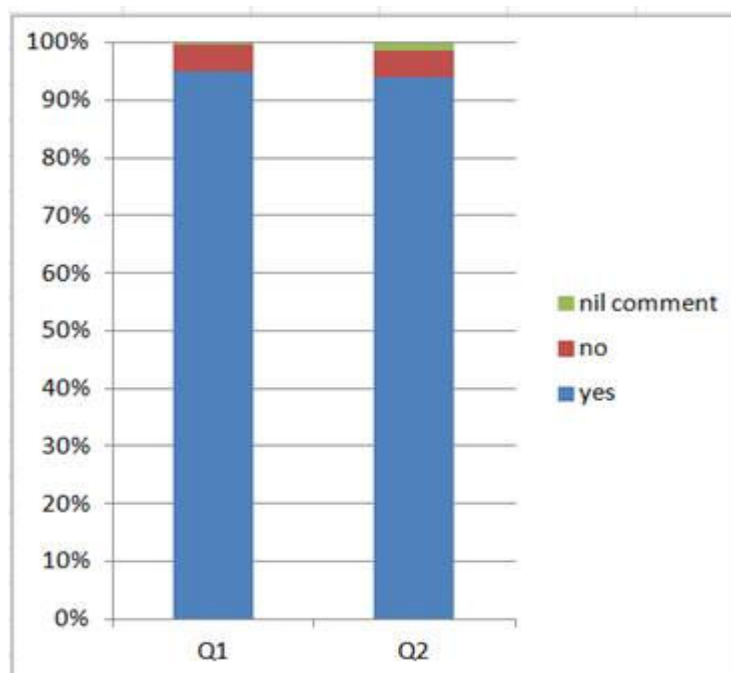
As with the Phase 1 analysis, the on-line responses were analysed by the Wiltshire Council Research Team but this time, the paper responses were analysed by the Campus Working Group.

There were fewer overall responses than the Phase 1 consultation, although much more effort was made to cascade the survey information out to the community area. The analysis showed that there was a 13.8% response rate to the Phase 2 consultation paper surveys, which is in line with the response rates achieved in other areas.

In line with the Phase 1 consultation analysis, the results from the paper and on-line versions were combined to give a single approval rating for each question. In addition, the 'scoring protocol' as used for the Phase 1 analysis, was also applied. In response to the two questions, the following overwhelming approval rates were calculated (see Figure 5):

- Q1 Do you agree with the working proposal for a multi-site campus spread over three existing sites? – 90.25%
- Q2 Do you think that the working proposal meets your own or your family's needs? - 89.21%

**Figure 5: Results of Phase 2 Consultation Q1 and Q2**



In addition, all the comments received from this consultation have been transcribed into a single document and will be used by the Working Group to further develop the Working Proposal. It



was encouraging that the vast majority of these comments were both very supportive and constructive to the Working Proposal.

As a result, the Campus Working Group now recommends to the Area Board that the project proceeds to the next phase.

## **6. Next Steps**

Should the Area Board choose to approve the proposal from the Working Group, the next phase of work will be to assist the Transformation Team with a brief to professionals to further research and develop the sites in order to:

- Establish broad, high level principles of Wiltshire Council service delivery and demand driven services.
- Set out design principles.
- Examine all travel means and alternatives to/from the Campus sites.
- Further develop the campus proposal.
- Conduct more detailed discussions with a range of partners and services who may use space in the campus in order to identify their requirements and incorporate those into the design at an early stage.
- Consider initial feasibility studies that will assess existing infrastructure and services.
- Further develop a communications plan to ensure all voices in the community are heard and residents are informed of developments.
- Present the Working Proposal to the Wiltshire Council Cabinet for approval.

## **7. Recommendations to Calne Area Board**

The Calne Area Board is requested to support this proposal regarding the development of Calne Community Campus and consider making the following recommendation to Cabinet:

That based on an assessment of the overall service delivery improvement possibilities and to ensure long term security of service delivery for the Calne Community Area, the Calne Area Boards asks Cabinet to:

- Support a multi-site community campus incorporating the North, Centre and South sites as defined in this report and ensure that that the Campus includes, as a minimum, all the services outlined.
- Develop this proposal so that it is delivered with minimal disruption to the existing services and facilities.
- Consider the proposal and business case in May 2012 as planned.

Report Author: Mr Malcolm Gull

Calne Campus Working Group

## Appendix A

### Terms of Reference for Shadow Community Operations Board

#### 1. Background

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

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

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

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

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

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

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

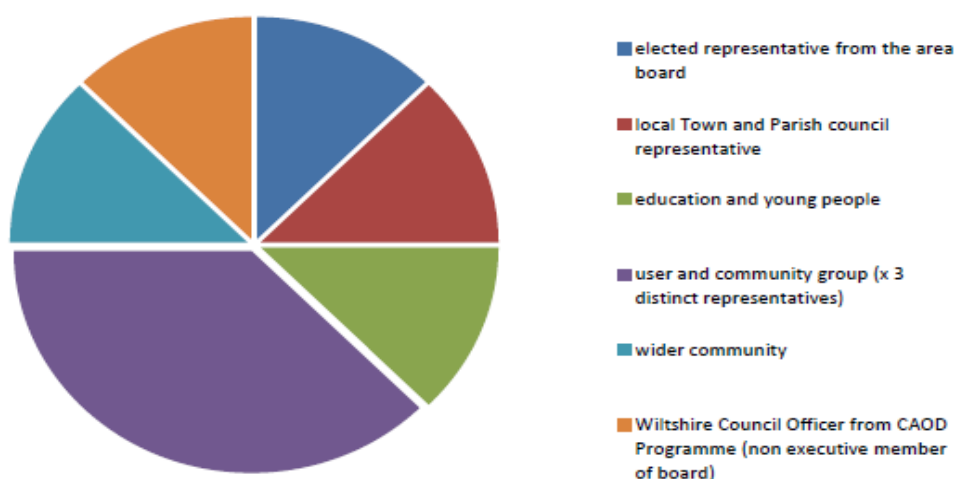
## 2. Campus Management Principles

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

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

## 3. Membership

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



- There will be one representative for each party identified.
- The board will need to nominate a chairperson at its inaugural meeting.

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

#### **4. Roles and responsibility**

##### **4.1 Community leadership & engagement**

- On behalf of the Area Board, provide effective community leadership and accountability for the preliminary management project and ensure the workstream principles are met.
- As required by the Area Board, to effectively manage the communications of the project within the community area and to liaise with the officer working group to ensure any locally focused communications plan complements the wider strategic communications plan.
- To make representation to the Area Board based on ongoing community engagement and consultation to determine or recommend levels of services provided within each phase of the project.
- To work with the Area Board to identify local partners and facilitation and support of sustainable partnership working.

##### **4.2 Responsibility for outcomes**

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

##### **4.3 Project coordination and reporting**

- To develop a community led action plan that clearly sets out the approach the shadow board will take and seek Area Board approval for this
- To assist the Campus and Operational Delivery Team in developing, managing and monitoring the progress and delivery of an action plan
- To assess any potential risks and advise the Campus Management Working Group and Area Board accordingly.

- To develop a marketing plan and strategy, to be supported by the Council, that sets out the proposed approach to maximising sustainable community use of the campus facility, subject to approval by the Area Board and Wiltshire Council Cabinet
- To ensure a co-ordinated community approach to the engagement, development and operation of a campus facility.
- To report progress and make recommendations to the Area Board and officer working group for improved services, community orientated services based upon need, facility development and local opinion
- Partner role in the wider not for profit distributing management options and governance appraisal

#### **4.4 The role of Wiltshire Council**

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

### **5. Outcomes**

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

### **6. Confidentiality**

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

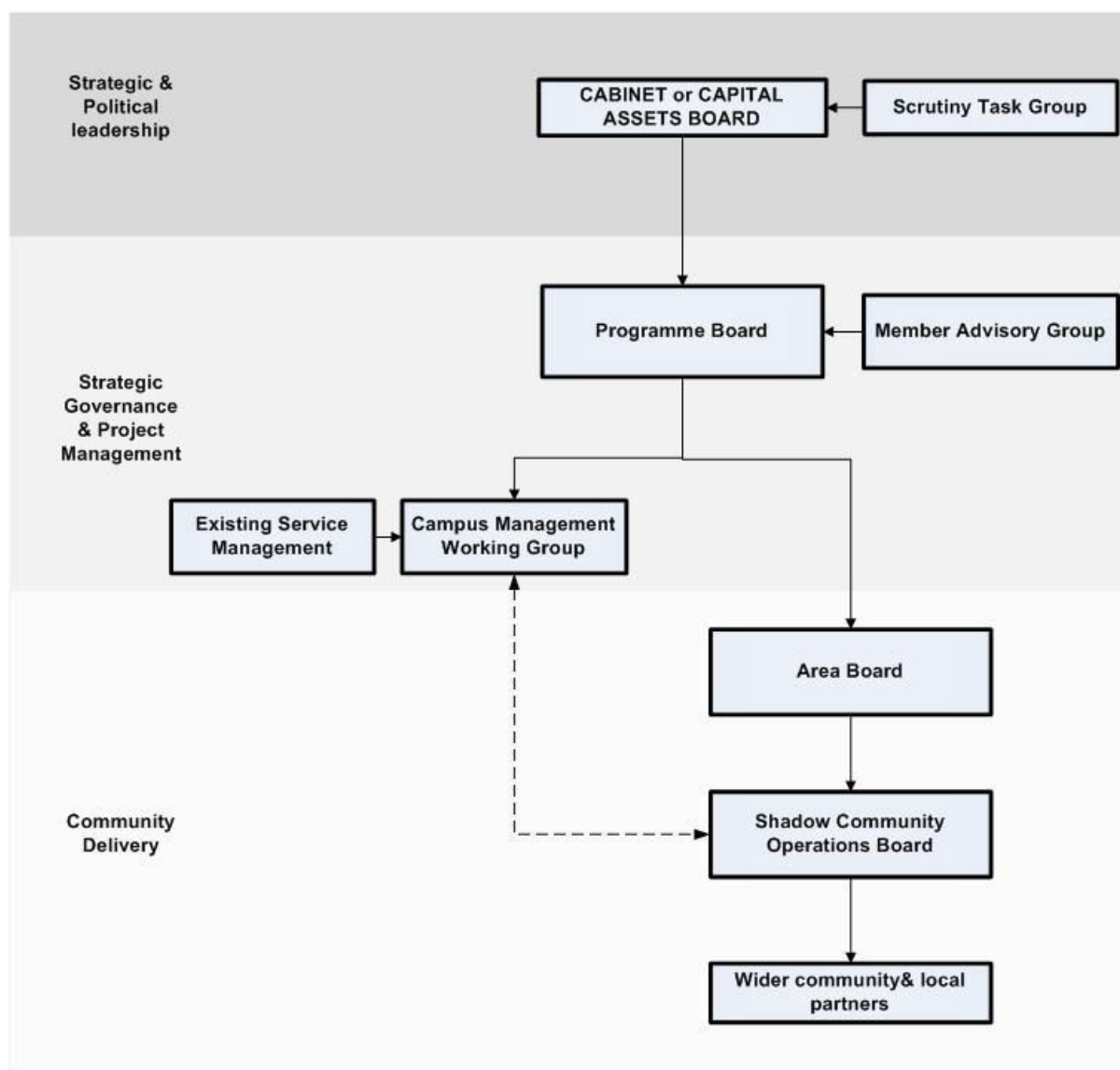
### **7. Governance Arrangements**

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

- The Shadow Community Operations Board will meet as necessary and as determined by the Board.

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

**Preliminary Management Project Governance Arrangements**



## **Appendix B**

### **Calne Campus Communications Plan**

#### **1. Executive Summary**

This document is a component of the Calne Community Area Campus Project (CCACP). It is intended to outline the principles and methodology for communication of the project to all stakeholders.

Communications are all visual, aural and graphic media distributed by print and electronic media and shared by Internet and broadcast and print publications.

The communications encompasses reporting and detailing the actions of CCACP their objectives and achievements. And gathering input from stakeholders.

This communication plan will describe:-

- what are the objectives of the communications.
- what methods will be used to ensure that those objectives can be accomplished.
- who are the stakeholders (for whom the communications will be addressed).
- how the results of the project will be evaluated.

#### **2. Objectives**

##### **2.1 To provide information by**

- clarifying and reiterating the reasons for Campus.
- describing the benefits of the Campus.
- explaining the campus project and its organisation.
- describing how changes will take place.
- informing on support and resources.
- acting as a source for public reporting services.

##### **2.2 To gather information by**

- obtaining input from all stakeholders.
- highlighting areas for further research.
- gathering feedback to report perceived results.

##### **2.3 To affect attitudes and behaviour by**

- demonstrating change is taking place.
- fostering a forward looking dialogue within the community encompassing CCACP.
- reporting all points of view both negative and positive.
- creating an inclusive dialogue with all stakeholders regardless of communication skills.

##### **2.4 To offer support by**

- acknowledging resistance, anger, or sense of loss.
- discussing responses to changes.
- enacting change methodologies to reduce public anxiety and foster positive outlooks.
- providing workshops and seminars to inform and encourage involvement in change.

### **3. Stakeholders**

Everyone living or working in the Calne community area can consider themselves a stakeholder of the proposed Calne Campus, regardless of sex, age, disability, ethnicity, race, nationality, sexual orientation, occupation and religion. There are principally three groups of stakeholders that need to be addressed, in terms of communication:-

#### **3.1 Group 1**

- Wiltshire Council
- Bremhill Parish Council
- Calne Town Council
- Calne Without Parish Council
- Cherhill Parish Council
- Compton Bassett Parish Council
- Heddington Parish council
- Hilmarton Parish Council

Communication needs - on-going status information plus a dialogue on the Working Group's strategy and outcomes.

#### **3.2 Group 2**

- Calne Community area Partnership
- Leisure centre
- Library
- Schools
  - Primary
  - Secondary
- Primary Care Trust
- Chamber of Commerce

Communication needs - dialogue on their specific expectations and vision

#### **3.3 Group 3**

Information to both understand their needs, build enthusiasm and manage their expectations.

- Community Area residents.

Communication needs - awareness communication, consultation sessions and promotional.

### **4. Publicity Methodology**

Where possible, 'lessons learned' from other Campus projects will be reviewed and where appropriate, employed in this project.

Subject to that review, the methods of advertising and marketing to be employed will include, but not be limited to the following:-

#### **4.1 Referrals**

The Calne Campus Working Group should actively reach out to its network of partnerships, associates, colleagues, volunteers etc and raise awareness of the Campus and its potential for



improved services. The provision of information through (see below) leaflets, websites, articles etc distributed and to request promotion through referrals.

#### **4.2 Press Release**

Press releases are a very cost-effective way to get a message out to many people for free, and should be submitted to a wide variety of publications for immediate release. A programme for regular submission of articles covering monthly status updates will be devised.

#### **4.3 TV, radio and media news articles**

Similar to above, media publications are always looking for articles and news of interest to their readers. Issuing the press release with an article and accompanying photograph may result in full articles and greater press coverage alternatively issuing an invitation to local media for an interview.

#### **4.4 Websites**

Utilise the Wiltshire Council's, the Calne Area Board, Calne Town Council and Calne Community Area Partnership's existing web sites to promote the Campus and link to other local sites such as the Calne Chamber of Commerce, Calne Leisure Centre etc.

#### **4.5 Public Survey / Questionnaire**

In order for the community to feel involved and for the long term sustainability of the Campus, their opinions on the various issues relating to the Campus and its operation should be gathered and utilised to inform decisions.

It will also provide a useful tool in determining the potential service requirements and their frequency of use. The surveys can also ascertain how to best increase profile of local community activities, establish what ways they are lacking at the moment and how best to improve them.

The first survey should try determining what the public want to see in a Campus and how important they are. Having the survey integrated into the webpage are obviously cost effective but copies of the survey will be made available in paper form in various locations such as the library, town council, halls, schools etc.

#### **4.6 Social Media Marketing Plan**

An effective way to communicate will be through the use of a website with an interactive blog facility where the community can register their views on Campus developments and the working group can provide responses and updates on their activity. When the Webpages are established, it will be important to give the customers a reason to come back for more. Along with offering valuable information, surveys and discussions are also other methods to keep users engaged and coming back on a regular basis.

The link for the pages can then be listed on as many other websites (Wiltshire council, Town Council, youth services, community area partnerships, and community websites like calne.org) as possible to raise awareness of the Campus and drive customers to the sites.

#### **4.7 Signs and posters**

These can appear in shop windows and businesses, forecourts, community information points, schools, nurseries, churches, library, town and parish council notice boards.

There may be an opportunity in the future to utilise marketing products to raise awareness of and promote the Campus and generate income- T-shirts, umbrellas and on shopping bags. Having volunteers wear T-Shirts can help with the branding of the Campus and also promote awareness of the potential services.

#### **4.8 Public Meetings**

Public meeting will be used to both deliver status reports, to gather information, listen to the views of local people or build support for the Campus concept.

It will be essential to follow up on any agreed actions after the event. If we have promised to call people or send them further information, then this will be done. It is important for members of the Campus WG not to be known as someone that does not stick to his or her promises.

#### **4.9 Focus Groups**

Five focus groups will be set to address the expected and perceived outcomes from the project as it evolves and the feedback used to promote stories with real linkage to other members of the community.

### **5. Evaluation**

The effectiveness of the advertising will be measured where possible. Objective measurement e.g. web page hits twitter followers etc will be used as well as community sampling from questionnaire and focus groups. Subjective measurement will be large from reportage and opinion from the community in the form of web posts and correspondence.

## Appendix C

### Calne Campus Design Principles

Generally, the campus buildings should be inspiring to all users and be highly valued by the community that it serves. In addition, they should be welcoming, accessible and easy to use, be sustainable and respect the environment. Equally important they should be flexible, supportive and responsive to the changing needs of the community.

#### 1. **Basic design concepts**

- An underpinning principle of the design and function of the campus is to solve existing problems and to improve and enhance services and access.
- The physical design should engender a sense of community ownership, engagement and pride.
- The physical design of the building and surroundings should engender a feeling of safety and security among its users and its neighbours, including road safety and the safety of those accessing the campus and surrounding facilities.
- Where possible the design of the building should encourage social interaction between different users of the various activity spaces, enabling a sense of community and mutual support and providing opportunities for friendship.
- The physical design should be welcoming and encourage a sense of well-being in the individual user and the wider community.
- The design of the building should discourage anti-social behaviour.
- Future design and delivery to be completed with minimal disruption of existing services.
- Creativity and creative space should be a part of the design and functionality of the building.

#### 2. **Accessibility**

- A campus for the Calne Community Area should be fully accessible to **all** who use it, in terms of the design of the building itself and the ancillary areas such as parking and access facilities.

#### 3. **Sustainability**

- Sustainability is a core principle and where possible the buildings should be proactively sustainable and energy efficient in all feasible ways.
- A Calne campus should take account of sustainable integrated transport means.

#### 4. **Multi-function**

- Multi-purpose spaces to be flexible and functional for a variety of services and activities.
- The campus is to hold a strong position within the community area for the future and able to cater for needs, or have the ability to cater for future needs, over the lifespan of the buildings.
- The campus should be able to future-proof community communication needs.
- Infrastructure and facilities should be appropriate for all users and where possible potential conflict of interests must be reduced, e.g. changing areas, quiet spaces, multipurpose spaces etc.
- The campus should provide a comprehensive point of contact for the entire community area to access services in their local area.

## Appendix D

### Calne Campus Equality & Inclusion Plan

Calne Community Campuses will provide welcoming and fully accessible facilities and services to residents, visitors and organisations living and/or working in Calne and its surrounding villages.

In order that Calne Community Campuses meet the above objective, Equality and Inclusion principles will be embedded into all development plans and working proposals. This will ensure that buildings and services are accessible to meet all community needs.

Calne Community Campus Working Group will:

- ensure that people living and working in Calne, will have an opportunity to contribute to development plans and working proposals through consultation and information drop in sessions.
- produce ongoing clear information for the community with options for alternative formats by request .
- organise an Equality and Inclusion workshop.
- establish a volunteer Equality and Inclusion Working Group to undertake specific tasks and submit findings for consideration by Calne Campus Working Group.
- draw on information given in the Joint Strategic Needs Assessment and Wiltshire Intelligence Network documents to support a mapping exercise to identify current services.
- use consultation responses to inform the working proposal.
- ensure, that in accordance with the Equality Act 2010, all development and working proposals will not have an adverse negative effect on anyone with any of the following protected characteristics:
  - Race
  - Gender
  - Disability
  - Sexual orientation
  - Faith /belief
  - Age
  - Maternity
  - Transgender
  - Civil Partnerships/ Marriage

Monitoring Equality and Inclusion helps check what is known about Calne's resident and community profile and measure it against who uses services. It helps identify which services may be needed from the Campuses and highlight issues that may not have otherwise emerged.

The Working Group will use information gained from a mapping exercise to ensure that it is aware of what services are currently offered from Wiltshire Council buildings and whether there will be an adverse affect to ensure that services provided to groups/ individuals are not lost in the campus development proposals.

As the principle is about improving understanding of service users' and residents' needs, information will be sensitively collected to ensure that people understand why personal information is requested, how it is used and stored in accordance with the Data Protection Act 1998.

## **Appendix E**

### **Campus Travel Plan**

The Campus Travel Plan should be flexible and capable of responding to the needs of all users of the Campus site(s) whether they be residents of the Community Area villages or the urban area of Calne, now and in the future.

The Plan should promote a safe and secure environment for all those accessing the site(s) by foot, cycle or mobility scooter.

In order to secure constant and easy access for these users the Plan should provide the facilities necessary for secure cycle stands, scooter parking and level access. Appropriately sited Transport Boards containing Transport Information and Transport Maps should be provided to encourage the use of more sustainable transport means.

The Plan should take into account the need to provide parking spaces for Blue Badge holders, emergency vehicles and any other essential services. Electric car charging points/car club spaces would also need to be included.

The Plan should consider how to encourage and promote bus, taxi-bus, taxi and community owned bus schemes for short-stay, drop-offs and regular users in order to encourage use of the Campus facilities in a sustainable low-carbon way without the need of private cars.

The Travel Plan seeks to establish a multimodal Transport Hub which would serve as the location for all forms of transport interchange. It should be strategically situated in relation to all three Campus sites, local retail activity and other public amenities. As a busy communications and information centre it would provide a greater sense of public security through staff presence, waiting area comfort and attractive design.

The Plan would seek quality design in every aspect of transport planning whether through signage design, shared road space or built-in safety features.

The Plan should be in general conformity with any other local transport plans or initiatives in order to create an integrated infrastructure facilitating ease of accessibility to the Campus site(s) and further afield by good transport links.

The Campus Travel Plan should follow the principles of the Wiltshire Local Transport Plan 2011-2016 in all policy objectives which encourage equal access for all by alternative means of travel.

It should seek to be inspirational and forward looking.

<b>Report to</b>	<b>Calne Community Area Board</b>
<b>Date of Meeting</b>	<b>14<sup>th</sup> February 2012</b>
<b>Title of Report</b>	<b>Community Area Grants</b>
<p><b>Purpose of Report</b></p> <ul style="list-style-type: none"> <li>To ask Councillors to consider 7 applications seeking 2011/12 Community Area Grant Funding, 1 Area Board Project/Councillor led initiative and to note 2 devolved decisions made through the Area Board Co-ordinating group:</li> </ul> <ol style="list-style-type: none"> <li><b>Friends of Abberd Brook</b> - requesting £1414 towards an interpretation board at Doctors Pond. <i>Officers recommend that a grant of £1414 is awarded, conditional upon the balance of funding being in place and relevant permissions being granted.</i></li> <li><b>Wilts and Berks Canal Trust</b> – requesting £596 to improve the footpath along the Marden Valley (at the stile near the canal). <i>Officers recommend that a grant of £596 is awarded.</i></li> <li><b>Calne Environmental Network</b> – requesting £720 towards creating and promoting a new community group to address environmental issues in the Calne Community Area. <i>Officers recommend that a grant of £720 is awarded</i></li> <li><b>Derry Hill &amp; Studley Safety Watch Assoc.</b> – requesting £1104 towards traffic calming ‘white gates’ at Studley/Derry Hill. <i>Officers recommend that a grant of £1104 is awarded, conditional upon the balance of funding being in place.</i></li> <li><b>Calne Area Transport</b> – requesting £4,800 towards design and production of a series of boards promoting safer cycling/pedestrian routes in the town. <i>Officers recommend that a grant of £4,800 is awarded, conditional upon the balance of funding and relevant permissions being in place and also upon the final designs for the boards including an acknowledgement to the area board and being approved by the CATG Highways working group.</i></li> </ol> <p style="text-align: right;">Cont'd</p>	

- 6. Calne Partnership of Churches** – requesting £3,000 towards the hire of the Blue bus for 33 youth drop in sessions.

*Officers recommend this request is rejected as the application represents provision of running costs for an existing project.*

- 7. CAYPIG (Community Area Young People's Issues Group) Skate sub group** – requesting £5,000 towards the extension and renovation of the Calne Skate Bowl.

*Officers recommend that a grant of £5,000 is awarded, conditional upon the balance of funding and relevant permission being in place.*

- 8. Area Board Project - CATG (Highways working group)** – requesting £11,970 to be allocated for the construction of an extension to the footpath on the Lake View side of the A4 at Quemerford.

*Officers recommend that £11,970 is allocated to this Councillor initiative.*

- To report that, at its meeting of the 16<sup>th</sup> January 2012, the Area Board Co-ordinating group used its delegated authority:
  - To allocate the sum of £100.00 to the Calne Community Campus Working Group. This was to provide a venue for the equalities workshop consultation.
  - To allocate £170.00 to the Skate park working group to facilitate submission of planning application



## **1. Background**

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement. With this in mind Community Area Grants should be encouraged from and awarded to community and voluntary groups.
- 1.4. Area boards will not consider applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.5. In addition to Community Area Grants, Councillors can submit an Area Board Project which differs from Community Area Grants in that they do not require match funding. Area Board Projects should not be used to avoid complying with Community Area Grant criteria.
- 1.6. Area Board Projects are designed to enable the Area Board to address community issues or projects identified in the Community Plan/Local Agreement for Wiltshire. An application form is used and quotes for project work have to be provided in a similar manner to the Community Area Grant Scheme.
- 1.7. Officers are required to provide recommendations in their report, although the decision to support applications and to what level is made by Wiltshire Councillors on the Area Board.
- 1.8. Funding applications will be considered at every Area Board meeting.
- 1.9. All applicants are encouraged to contact Charities Information Bureau who work on behalf of Wiltshire Council to support community and voluntary groups, town and parish councils to seek funding for community projects and schemes from the Area Board and other local and national funding sources.
- 1.10. Paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the

application forms will be available on the Wiltshire Council web site and hard copies available upon request.

- 1.11. The 2011/2012 funding criteria and application forms are available on the council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) or paper versions are available from the Community Area Manager.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"><li>• Community Area Grant Application Pack 2011/12</li><li>• Calne Community Area Plan – 2004-14 (incl. 2006/2010 update)</li><li>• Local Agreement for Wiltshire</li><li>• Area Board Grants Guidance 2011/12</li></ul>
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## **2. Main Considerations**

- 2.1. Councillors will need to be satisfied that grants awarded in the 2011/12 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. The funding contained within this report forms the last round of funding during 2011/12.
- 2.3. Information about future Area Board funding is not yet available, but will be posted on the Area Boards website as soon as possible.

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

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

## **4. Financial Implications**

- 4.1. Awards must fall within the Area Boards budget allocated to the Calne Community Area Board.
- 4.2. Following the last grants awarded at the Calne Area Board meeting on the 6<sup>th</sup> December 2011, the balance of funding remaining was £27,315.83.
- 4.3. In accordance with decision making authority delegated to the Area Board, at the ABC meeting on 16<sup>th</sup> January 2012 Councillor Alan Hill proposed and it was agreed that the sum of £100.00, should be allocated to the Calne Community Area Campus working group in order to provide venues for the equalities workshop consultation.

- 4.4. In accordance with decision making authority delegated to the Area Board, at the ABC meeting on 16<sup>th</sup> January 2012 Councillor Howard Marshall proposed and it was agreed that £170.00 should be allocated to the Skate Park working group in order to facilitate the submission of a planning application.
- 4.5. The total budget available to the Area Board for this round of community area grants is therefore £27,045.83
- 4.6. If grants are awarded in line with officer recommendations, the Calne Community Area Board will have a balance of £1,441.83.

**5. Legal Implications**

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

**6. HR Implications**

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

**7. Equality and Inclusion Implications**

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

**8. Officer recommendations**

Ref	Applicant	Project proposal	Funding requested
8.1	Friends of the Abberd Brook	Interpretation board at Doctors Pond.	£1414

- 8.1.1. **It is recommended that Friends of the Abberd Brook is awarded a grant of £1414 towards a project that will provide an interpretation board at Doctors Pond, conditional upon the balance of funding being in place and the Area Board Coordinating group being able to view the pre-production draft design.**
- 8.1.2. Officers are of the opinion that this application meets 2011/12 grants criteria.
- 8.1.3. The Abberd Brook has been a significant issue for the Calne Area Board having

been raised formally through the issues process and conversations with local Councillors and the Community Area Manager. A working group was set up in October 2009, made up of various agencies, organisations and local residents; it was tasked with looking at local people's concerns and aspirations for the maintenance and management of the Abberd Brook.

- 8.1.4. In 2010 the Area Board working group was replaced by a community group called Friends of the Abberd Brook, this continues to sit under the umbrella of the Calne Community Area Partnership and the regeneration and enhancement of the area remains a feature of the ongoing review of the Community Plan.
- 8.1.5. A previous grant application from the Friends of Abberd Brook was awarded in December 2010. This was for £5,000 and enabled the group to carry out a whole range of work with local volunteers including clean up days, renovation of the stepping stones, a community art project at the Prince Charles Way underpass, clearing and planting schemes and work on the refurbishment of Doctors Pond.
- 8.1.6. An interpretation board is designed to provide easy to read information about points of wildlife and historic interest in the area and feeds into wider aims to promote the area as a 'green corridor' into the town centre providing opportunities of more environment friendly and traffic free methods of accessing the town centre.
- 8.1.7. Work that has been undertaken by the Area Board working with people with learning difficulties and autism (Calne Voices) has recognised and highlighted the need for this kind of information to be presented in an easy read format.
- 8.1.8. Members may wish to request that the Area Board Coordinating group are able to view and discuss the draft design with the Calne Voices group before it goes to final production.
- 8.1.9. The application also links to Local Agreement for Wiltshire priorities through encouraging lifestyle changes that will have a positive impact on the health of participants and their families, improving adult participation and young people's participation in positive activities.
- 8.1.10. If an award is made in line with officer recommendations it will represent 50% of the total project costs.
- 8.1.11. A decision not to fund this application will result in a delay while the organisation seeks other funding sources.

Ref	Applicant	Project proposal	Funding requested
8.2	Wilts and Berks Canal Trust	Improvements to the footpath along the Marden Valley (at the stile near the canal).	£596

- 8.2.1 **It is recommended that £596 is allocated to the improvement of the Marden Valley footpath.**
- 8.2.2 This is an area which is well used by local people for access to the countryside and recreation.
- 8.2.3 The project addresses issues in the Calne Community Area Plan encouraging a sense of community cohesion, pride and well being.
- 8.2.4 The project may also increase local volunteering as the Trust actively encourages volunteers from the local community and provides development opportunities for those volunteers to extend their skills through involvement in training programmes.
- 8.2.5 If an award is made in line with officer recommendations it will represent all of the project costs
- 8.2.6 Failure to receive an award from the Area Board is likely to mean that the project would be delayed while alternative funding is sought.

Ref	Applicant	Project proposal	Funding requested
8.3	Calne Environmental Network	Creation and promotion of a new community group addressing environmental issues in the Calne Community Area.	£720

- 8.3.1 **It is recommended that the Calne Environmental Network is awarded a grant of £720 towards forming and promoting a community group to raise the profile and seek to address environmental issues in the Calne Community Area.**
- 8.3.2 Officers are of the opinion that this application meets 2011/12 grants criteria.
- 8.3.3 There are many community groups in the area that focus on specific environmental projects/geographical localities.
- 8.3.4 The Calne Environmental Network will take a broader focus on environmental issues and engagement with the community to promote awareness and action.
- 8.3.5 This group is likely to form the Community Area Partnership's environment theme group.
- 8.3.6 The group has engaged with Wiltshire Councils Climate Change Officer and is planning to run an environmental awareness event later in the year to link in with the Community Area Partnership 2012 community cycle ride event.

8.3.7 A decision not to fund this project would mean that the group would have to identify alternative sources of funding in order to start work.

Ref	Applicant	Project proposal	Funding requested
8.4	Derry Hill & Studley Safety Watch Association	Providing traffic calming 'white gates' in the vicinity of Studley Crossroads.	£1104

**8.4.1 It is recommended that £1104 is allocated towards the provision of 'white gates' at Studley Crossroads.**

8.4.2 This application meets the 2011/12 funding criteria and represents the local community taking action on an issue that has been a high priority for the Calne (CATG) Area Board Highways Working Group (increased measures to further reduce traffic speed and increase road safety measures).

8.4.3 Derry Hill and Studley are thriving villages which straddle the A4 Chippenham to Calne Road. This is a major road where the national speed limit applies, it carries a high volume of traffic and is also on the main diversionary route for the M4 motorway.

8.4.4 This community group has arisen in direct response to the issues of road safety and has consulted widely with local residents the Parish Council and the Calne Area Board.

8.4.5 It is thought that the introduction of 'white gates' will encourage motorists to take more notice of the fact that they are entering a village environment and will be more mindful of road safety issues and the speed at which they are travelling.

8.4.6 The installation of gates is one of a series of measures that the group is trying to implement/influence – It has also been active in consulting with the Area Board (CATG) Highways working group, which has been able to undertake some relatively small signage and lighting schemes to help to make safer crossing places to access the bus stops.

8.4.7 Wiltshire Council planning officers have advised that they will not require planning permission.

8.4.8 DH&SSW representatives have liaised extensively with Wiltshire Council highways officers to ensure that their position and design will fall in line with Highways guidelines. Highways officers are assisting in arranging necessary utilities searches.

8.4.9 This project relates to Wiltshire Council priorities around engaging with local people to find their priorities and work with them to deliver solutions and will work towards increasing the number of people who feel safe in their communities and may help to reduce deaths through accidents.

8.4.10 The total cost of this project is £2,208. If Members make an award in line with Officer recommendations this will represent approx. 50% of the total project costs and will leave a shortfall of £1,104

8.4.11 The group has received provisional funding offers to cover this shortfall from Calne Without PC, Guinness Heritage Trust and through local contributions and fundraising activities.

8.4.12 Failure to fund this application will significantly delay the project from proceeding while alternative funding is identified.

Ref	Applicant	Project proposal	Funding requested
8.5	Calne Area Transport	Design and production of a series of sign boards promoting safer cycling/pedestrian routes in the town.	£4,800

**8.5.1 It is recommended that £4,500 is allocated towards the production of boards promoting safer cycling/pedestrian routes in Calne, conditional upon the balance of funding and relevant permissions being in place and also upon the designs including an acknowledgement to the Area Board and being approved by the CATG Highways working group.**

8.5.2 Officers are of the opinion that this project meets 2011/12 funding criteria.

8.5.3 Calne Area Transport is the Transport theme group of the Calne Community Area Partnership its work relates fundamentally to issues of safer routes for cyclists pedestrians and users of mobility scooters in the community area.

8.5.4 Calne Area Transport has been working on a project identifying safer routes in the town which has involved local volunteers in surveying the entire town over the past year; information contained on the proposed boards will reflect these findings.

8.5.5 The Calne Area Board has recently merged a specific working group looking at safer cycling routes with the Highways working group (CATG). This group shares the aspiration of Calne Area Transport to develop a co-ordinated network of safer routes.

8.5.6 Members may be concerned about the ‘future proofing’ of information that will be displayed on these boards and may wish to clarify how information boards will be

updated to reflect work that will be done in the future to increase safer routes in the area.

- 8.5.7 Work that has been undertaken by the Area Board working with people with learning difficulties (Calne Voices) has recognised and highlighted the need for this kind of information to be presented in an easy to read format.
- 8.5.8 With regards to the previous 2 points, Members may wish to request that the draft designs of the information boards are reviewed and approved by the Highways working group/Calne Voices group to ensure that they will reach the maximum audience and relevance.
- 8.5.9 If the Area Board decides to make an award in line with officer recommendations this will represent 49% of the total project costs and will leave a shortfall of £4848.
- 8.5.10 If the Area Board does not make an award in line with officer recommendations the project will be seriously delayed as other sources of funding are sought and prices of production are re-negotiated.

Ref	Applicant	Project proposal	Funding requested
8.6	Calne Partnership of Churches	Open Blue Bus youth drop in sessions.	£3,000

- 8.6.1 **It is recommended that this application is rejected. The application represents provision of running costs for an existing project. This is contrary to Area Board Community Area Grants Criteria.**
- 8.6.2 Calne Area Board recognised this as a valuable project for young people in the community area when it awarded a grant to hiring the Open Blue Bus for youth drop in sessions in April 2010.
- 8.6.3 This award represented start up costs for a new project and, as such constituted a relevant application for consideration under the Community Area Grants Scheme.
- 8.6.4 The Community Area Grants criteria states that: **‘The council will not consider grant applications for: ...**
  - f) costs – e.g. rent, rates, utilities, printing, stationery, salaries etc (other than one-time only start-up costs) e.g. we will not fund room hire for a scout group to cover the cost of their regular meetings, however if the group wanted to have a special weekend of activities for a one off celebration, we will consider funding for this special event, as this is a project cost, and not part of the day to day activities.’
- 8.6.5 Officers have made unsuccessful attempts to contact the applicant by telephone to discuss the application but have emailed with information about other sources of



funding and a suggestion to contact the Charities Information Bureau for support.

Ref	Applicant	Project proposal	Funding requested
8.7	CAYPIG – Skate sub-group	Extension and upgrading of Calne Skate Bowl.	£5,000

**8.7.1 It is recommended that £5,000 is allocated towards the extension and upgrading of Calne Skate Bowl.**

8.7.2 Officers are of the opinion that this application meets 2011/12 funding criteria.

8.7.3 The issue of the Skate bowl was identified as a significant issue for the area by the Calne Community Area Young Peoples Issues Group (CAYPIG) in 2010.

8.7.4 In February 2010 young people attended the Area Board as representatives of the CAYPIG to outline their issues relating to facilities in the area. In addition the Area Board received 12 formal issues sheets highlighting local support for improvements to the existing skate bowl.

8.7.5 In April 2010 the Calne Area Board formed a working group comprising representatives of the CAYPIG, the Community Area Partnership, Calne Town Council, Area Board Councillors and Wiltshire Council Officers in order to advance ideas about improving local facilities.

8.7.6 Since that time young people have been consistently involved in planning and progressing the project.

8.7.7 If the Area Board decides to make an award in line with officer recommendations this will represent 3.5% of the total project costs

8.7.8 The project has received significant financial support from the Town Council and provisional support from the Landfill community fund.

8.7.9 Young people from the area have committed to fundraising £7,000

8.7.10 A decision not to award funding to this project would represent a major blow to the group, the project plan would need to be reassessed Fixed prices quoted by suppliers would not be able to be held and an increase in quoted prices may mean that the project could not be undertaken at this time.

Ref	Applicant	Project proposal	Funding requested
8.8	Area Board Project	Footpath at Lake View, Quemerford.	£11,970

**8.8.1 It is recommended that £11,970 is allocated to the provision of a footpath at Lakeview, Quemerford.**

8.8.2 The issue of road safety at Lake View/Quemerford has been a significant issue for the Calne Area Board since it was raised by local people in April 2010.

8.8.3 Attempts to find an acceptable pedestrian crossing scheme have, so far been unsuccessful.

8.8.4 In September 2011 the Area Board hosted a community discussion at which local people, Councillors and Wiltshire Council Officers met to discuss the issue. Finding a safer route for children to get to school was the most significant area of concern and the group came up with a number of alternative approaches to investigate.

8.8.5 All of these approaches were fed into the CATG (Highways working group) and so far have resulted in the creation of a Community Speedwatch scheme (currently being implemented) and the area being added to the SID (Speed Indicator Device) deployment rota (subject to meeting the necessary deployment requirements).

8.8.6 This Area Board project represents a further and more significant scheme, which will provide a new footpath from Lake View towards the town via a link with River view or by continuing on the unmade up footway to Stockley Lane where there are safer crossing places and footpath links to John Bentley School and Holy Trinity School.

8.8.7 The completion of this scheme would represent a major step forward in addressing this issue and would also promote the value of Area Boards working with the community to find and deliver suitable solutions for community issues.

8.8.8 If this project is not awarded funding at this time. The issue will remain a priority for the CATG. If funding is allocated to the CATG it will be considered alongside other priority issues in the next financial year.

<b>Appendices:</b>	<b>Appendix 1 Grant application – Friends of Abberd Brook</b> <b>Appendix 2 Grant application – Wilts &amp; Berks Canal Trust</b> <b>Appendix 3 Grant application – Calne Environmental Network</b> <b>Appendix 4 Grant application – DH&amp;SSW Association</b> <b>Appendix 5 Grant application – Calne Area Transport</b> <b>Appendix 6 Grant application – Calne Partnership of Churches</b> <b>Appendix 7 Grant application – CAYPIG – Skate sub-group</b> <b>Appendix 8 Area Board Project – Lake View footpath project</b> <b>Appendix 9 Area Board Project – Lake View footpath plan</b>
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No unpublished documents have been relied upon in the preparation of this report.

<b>Report Author</b>	Jane Vaughan, Community Area Manager Tel: 01249 706447 E-mail <a href="mailto:jane.vaughan@wiltshire.gov.uk">jane.vaughan@wiltshire.gov.uk</a>
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<b>Report to</b>	<b>Calne Area Board</b>
<b>Date of Meeting</b>	<b>14<sup>th</sup> January 2012</b>
<b>Title of Report</b>	<b>Highways Working Group (CATG) – Speed Indicator Device (SID) deployment programme 2012/13.</b>

## **Purpose of Report**

To ask the area board to consider recommendations from the Calne Community Area Highways Working Group (CATG) in respect to the following:

1. Agree to put a list of potential sites identified by the CATG (Highways Working Group) forward to the Speed Indicator Device (SID) programme for assessment and inclusion on the Calne Community Area rota.
2. Agree to delegate responsibility for future decisions to the Calne CATG (Highways Working Group) on condition that all decisions are reported to the Area Board Co-ordinating Group or Full Area Board meeting.

## **1. Background**

- 1.1.** Speed Indicator Devices (SIDs) have been found to be an effective approach to reducing the speed of traffic in specific 'hotspots' when deployed for short periods.
- 1.2.** Effectiveness of SIDs has been found to increase when used in conjunction with an active Community Speedwatch scheme, which promotes the unacceptable nature of speeding in the Community.
- 1.3.** From April 2012 responsibility for the programme of SID deployment will be devolved to Area Boards.

## **2. Main Considerations**

- 2.1.** To achieve maximum effectiveness, best practice suggests that a SID should not be deployed to a particular site for more than 14 days at a time. It is also recommended that it should not return to the same site within 12 weeks in order to remain effective.
- 2.2.** SID deployment sites should meet the criteria developed through past experience and outlined in appendix 1. This involves undertaking a metro count, which is a tested method of measuring existing vehicle speeds.
- 2.3.** Where a metro count indicates that it is appropriate, the Area Board should encourage local volunteers to adopt a community Speedwatch scheme.
- 2.4.** The Calne CATG (Highways Working Group) has discussed sites previously identified as causing community concerns about traffic speeds:
  - 2.4.1.** 5 sites have already been assessed as meeting Community Speedwatch criteria:
    - Hilmarton (A3102)
    - Goatacre (A3102)
    - Sandy Lane (A342)
    - Compton Bassett (SN11 8SW)
    - Lake View/Quemerford (A4)
  - 2.4.2.** 1 site is currently awaiting a metro count assessment against Community Speedwatch criteria:
    - East Tytherton (SN15 4LT)
  - 2.4.3.** 2 sites have historically been SID deployment sites, although it is unclear what, if any assessment has previously been undertaken.
    - Curzon Street, Calne (A4)
    - Devizes Road, Derry Hill (A342)
  - 2.4.4.** 1 additional site has been identified as a potential SID deployment site:
    - Cherhill (A4 – Labour in Vain Hill)

- 2.5.** The CATG group proposes that these 9 sites should form the initial deployment programme, subject to metro counts and assessment against the SID criteria.
- 2.6.** If the Area Board chooses to accept these proposals, each site would have a SID in situ for approx. 5 weeks per year.
- 2.7.** It is anticipated that the deployment programme will be reviewed at 6 month intervals.
- 2.8.** As speeding issues received by the Area Board are referred to the CATG for deliberation it would be well placed to hold discussions and make decisions about future allocations to the programme. These would then be reported to the Area Board Coordinating group and the Area Board meetings.

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

- 3.1.** The deployment of SID units will raise the profile of the unacceptable nature of driving at excessive speed in the community area and will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual site.

### **4. Financial Implications**

- 4.1.** There are no specific financial implications related to this report.

### **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.** The scheme recommended in this report will improve road safety for all users of the highway.

## 8. Recommendations

- 8.1. **Agree to forward 9 sites in the Calne Community Area to the Speed Indicator Device (SID) allocation programme.**
- 8.2. **To delegate responsibility for future discussions and decisions on the future allocation of SIDs to the CATG (Highways Working Group).**

## 9. Appendices

Appendix 1	Criteria for Metro Count site selection
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**Criteria for Metro Count Site Selection**

Below is a list of points that need to be followed when selecting a survey site. This is important as if not followed the data quality will be poor and inaccurate.

- 1) Select sites where most traffic is travelling at a constant speed across the tubes. Avoiding sites where vehicles are accelerating or decelerating due to bends, steep inclines, traffic signals or intersections.
- 2) Avoid site where vehicles stop over the tubes.
- 3) Ensure that traffic will cross perpendicular to the tubes. Avoid sites where vehicles will turn across the tubes.
- 4) Avoid sites that vehicles will change lanes.
- 5) Ensure there is a suitable securing point for the Roadside Unit, such as street furniture, tree or posts.
- 6) Needs to be at least a 100 Metres away from the beginning or ending of a speed limit change.
- 7) Consideration for the safety of the Survey Officer is paramount.
- 8) Include as much information of the location as possible including house number, lamp post number, road name, road number and maps

With all the above points covered the request will be dealt with as quickly as possible and results sent back.

The Road Safety Team will answer any questions regarding the above points. We are unable to visit sites as we are limited on resources, unless special circumstance arise.

