

AGENDA

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Margaret's Hall, St Margaret's St, Bradford on Avon BA15 1DE
Date: Wednesday 16 May 2012
Time: 7.00 pm

Including the Parishes of Limpley Stoke, Winsley, Monkton Farleigh, Bradford-on-Avon, Holt, South Wraxall, Wingfield, Westwood, Staverton

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

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

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

Please direct any enquiries on this Agenda to Kevin Fielding , on 01249 706612 or email kevin.fielding@wiltshire.gov.uk or Peter Dunford (Bradford on Avon Community Area Manager), direct line 01225 713060 or (email) peter.dunford@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Malcolm Hewson, Bradford on Avon South (Chairman)
Cllr Rosemary Brown, Bradford-on-Avon North (Vice Chairman)

Cllr Trevor Carbin, Holt & Staverton
Cllr Linda Conley, Winsley & Westwood

Items to be considered	Time
<p>The meeting will be attended by Councillor John Noeken, Cabinet Portfolio Holder for Resources</p>	<p>7.00pm</p>
<p>1 Chairman's Welcome and Introduction</p>	
<p>2 Appointment of Chairman, Vice Chairman and representatives to Outside Bodies 2012/13 (Pages 3 - 14)</p> <p>i.Election of the Chairman To elect a Chairman for the forthcoming year.</p> <p>ii.Election of the Vice Chairman To elect a Vice Chairman for the forthcoming year.</p> <p>iii.Appointments to Outside Bodies To note that appointments to outside bodies which were made by the Board last year along with any changes as detailed in the attached document will continue for 2012/13.</p>	
<p>3 Apologies for Absence</p>	
<p>4 Declarations of Interest</p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	
<p>5 Minutes (Pages 15 - 24)</p> <p>To approve and sign as a correct record the minutes of the meeting held on the 11 January 2012.</p>	
<p>6 Chairman's Announcements and Updates (Pages 25 - 38)</p> <ul style="list-style-type: none"> • Polling Station Review • Rural Facilities Survey • Paths Improvement Grants Scheme • National Citizen Service 2012 • Review of Mini-Recycling Sites 	

- 11-19 Commissioning Strategy

Updates from Wiltshire Police and NHS Wiltshire

7 **Wiltshire Fire & Rescue Service - Integrated Risk Management Plan for 2012-15** (Pages 39 - 58) **7.15pm**

Mike Franklin - Wiltshire Fire & Rescue Service will brief the Area Board and members of the public to obtain their views on the plan.

8 **2012 - A Year of Celebration** **7.25pm**

Updates from the Jubilee and Olympic Torch Working Group on:

i) Bradford on Avon Community Sports Festival and Olympic Torch Relay, 13-22 May.

ii) Diamond Jubilee celebrations in the town, 2-5 June.

9 **Campus Project for Bradford on Avon** (Pages 59 - 72) **7.40pm**

Lucy Murray-Brown, Campus and Operational Delivery Models Lead, Wiltshire Council

To introduce the campus concept and to seek support to establish a Shadow Community Operations Board for the project.

10 **HGV Nuisance** (Pages 73 - 76) **8.00pm**

a) Cleveland Bridge Weight Restriction, Bath

Allan Creedy, Head of Sustainable Transport, Wiltshire Council

An update on the lorry ban which is due to come into force in June 2012 and Wiltshire Council's monitoring of the 'before and after' traffic effects of the scheme.

b) Lorry Watch Bradford on Avon

Shay Parsons, Lorry Watch Volunteer

A review of the results of the first 6 months of the Lorry Watch scheme.

11 **Community Area Transport Group Updates** (Pages 77 - 96) **8.30pm**

i) To approve and sign as a correct record the minutes of the

Community Area Transport Group held on 5 March

ii) To report on project status

12 **Informal Adult Education in Wiltshire** **8.40pm**

Councillor Laura Mayes, Portfolio Holder for Childrens' Services

To consult the Area Board concerning the future provision of informal adult education in Wiltshire.

13 **Joint Strategic Assessment for Bradford on Avon** **8.55pm**

Jim Lynch, Bradford on Avon Community Area Network

A report-back on outcomes and proposed next steps from the 'Local Knowledge Local Action' event held at St Laurence School on 27 February 2012

Full details at www.boacan.co.uk

14 **Community Area Grants (Pages 97 - 104)** **9.05pm**

a) Summary of Community Area Grants allocated in 2011/12

b) Councillors to consider three applications to the Community Area Grant budget in 2012/13:

i) Sukosta Theatre Company requesting £3,900 towards HOW WE MOVE - a series of theatre/ movement workshops in Bradford on Avon

ii) Westwood Jubilee Committee requesting £500 towards the Westwood 2012 Jubilee Celebrations in the village

iii) One Love Community Group requesting £290 towards a Jubilee Street Party at Towpath House and playing field on Towpath Road/ Foxglove Drive, near Staverton

Copies of the completed application forms and grant application packs here:

<http://www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm>

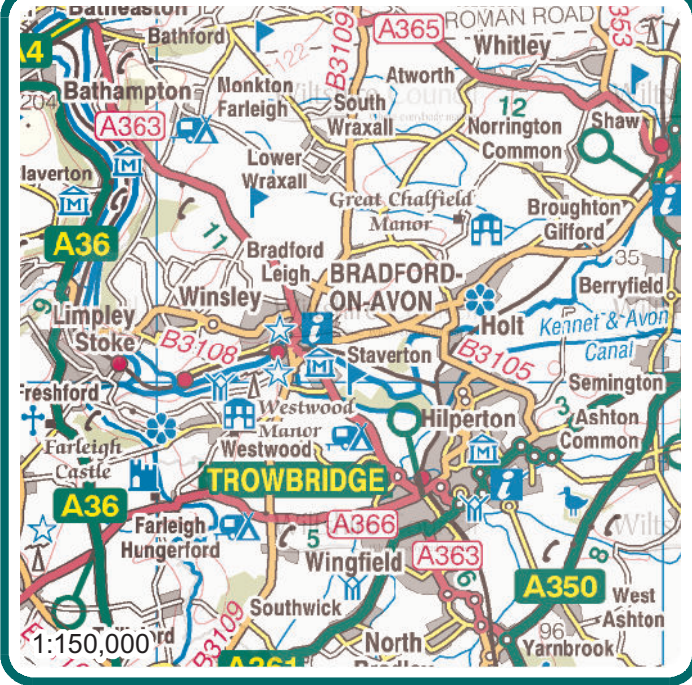
15 **Future Meeting Dates**

Wednesday 18 July – Winsley Village Hall.

Wednesday 19 September – St Margaret’s Hall, Bradford on Avon.

16 **Evaluation and Close**

9.20pm



St Margarets Hall
St Margarets Street
Bradford on Avon
BA15 1DE


 Wiltshire Council
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Appointments to Outside Bodies and working groups 2012/13

1. Purpose of the Report

- 1.1. To note the appointments to Outside Bodies and Working Groups as set out at Appendix A, which will continue for the forthcoming year 2012/13, unless the Board wishes to make any changes.

2. Background

- 2.1. The Area Board appointed to Outside Bodies at its inaugural meeting in 2009. These appointments will continue for the duration of Councillors' current terms of office, unless the Board determines otherwise.
- 2.2. Similarly, other appointments have been made to Working Groups, such as the Community Area Transport Group (CATG). These appointments will also continue until 2013.

3. Main Considerations

- 3.1. All Area Boards have appointed Community Area Transport Groups (CATGs), which operate as informal working groups making recommendations to the Area Board for approval. Terms of reference are set out at Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget to Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. Some Area Boards have also established Shadow Community Operations Boards to discuss and facilitate the development of Campus proposals. Similarly, these Groups have been established as part of the Council's corporate programme for Campuses, and so the Terms of Reference cannot be amended.
- 3.3. Some Area Boards have established other Working Groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

4. Financial and Resource Implications

- 4.1. None.

5. Legal Implications

- 5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required.
- 5.2. [Protocol 3](#) in the Council's [Constitution](#) sets out Guidance to Members on Outside Bodies.

6. Environmental Impact of the Proposals

- 6.1. None.

7. Equality and Diversity Implications

- 7.1. None.

8. Delegation

- 8.1. Under Wiltshire Council's constitution (Part 4, paragraph 5), appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.
- 8.2. The appointment of Councillors to working groups operating under the Area Board is a matter for the Area Board to determine.

9. Recommendation

- 9.1. The Area Board is requested to:
 - a. note the appointments to Outside Bodies as set out at Appendix A, and to agree any changes required.
 - b. agree to reconstitute the Working Group(s), and to agree to re-appoint to Working Group(s) as set out at appendix B
 - c. note the Terms of Reference for the Working Group(s), as set out at Appendix C.

Report Author:

Kevin Fielding

Democratic Services Officer – Bradford on Avon Area Board

Telephone: 01249 706612

E-mail: Kevin.fielding@wiltshire.gov.uk

Appendices:

Appendix A – list of appointments to Outside Bodies

Appendix B – list of appointments to Working Group(s)

Appendix C – Terms of Reference for Working Group(s)

Unpublished background documents relied upon in the preparation of this report

None.

Appointed By	Outside Body Title (A to Z)	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Rep
Area Board - Bradford on Avon	Bradford on Avon Community Area Partnership	To inform on the development of the Community Area Plan	Development of the Community area Plan	Normally every 6-8 weeks	No	1	Cllr Rosemary Brown
Area Board - Bradford on Avon	Bradford on Avon Historic Core Zone Project Board	-	The Historic Core Zone project introduces measures to improve pedestrian safety and comfort, make the town centre look and feel less like a highway – while recognising that people need and want to use their cars.	-	-	-	Cllr Malcolm Hewson
Area Board - Bradford on Avon	Bradford on Avon Youth Issues Group (CAYPIGS)	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	Up to 2	Cllr Rosemary Brown & Cllr Trevor Carbin
Area Board - Bradford on Avon	Community Area Transport Group (CATG)	The CATG needs to obtain the views of local councillors on highways priorities within their area.	To consider priorities for highways projects in the community area and to make recommendations to the Area Board.	Every 8 weeks in the community area	Yes but the group is only able to make recommendations to the Area Board.	At least one member of the Area Board and consisting of up to 10 people from the Town and Parish Council and Community representatives	

Appointments to Working Groups **Bradford on Avon Area Board**

Community Area Transport Group:

- Cllr Malcolm Hewson, Cllr Rosemary Brown, Cllr Linda Conley and Cllr Trevor Carbin

Shadow Community Operations Board (COB):

- To be appointed at the Bradford on Avon Area Board meeting on Wednesday 18 July 2012

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

The CATG will normally be made up of not more than 10 members from the following groups:

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

Representatives should act as a conduit between their organisations and the CATG by putting forward the views of the body they represent and providing feedback to its members regarding the work of the CATG. The group members will also need to be mindful of the needs of the community area as a whole when making their recommendations, as not all councils and groups can be represented on the CATG.

Recommendations to the Area Board will usually be reached by consensus but if necessary these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire Councillor. Membership of the CATG will cease when a member ceases to hold the stated office as when first appointed.

The CATG may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

Appointment of CATG Members

Appointment of members to the CATG will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the CATG (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However it is preferred that the same representative attends if possible to ensure consistency of membership.

Media Relations

Members of the CATG must not issue press statements on behalf of the Area Board.

Any press statements about the work of the CATG should be agreed between the Chairman of the CATG and the Chairman of the Area Board.

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes to do so. It should be noted that CATG is not a constitutional or decision making body and hence proceedings will not be minuted by Democratic Services.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary.

Terms of Reference

The CATG has no formal decision making authority on operational matters or budget expenditure but acts as an informal discussion forum making recommendations to the Area Board. Recommendations must be agreed at a full CATG meeting before being brought to the next Area Board for approval.

The CATG's terms of reference are set out at Appendix A:

Terms of Reference

1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management. It cannot be used to fund revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

In choosing their local transport schemes Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is in excess of the total discretionary amount available.

(Cabinet Member Decision HT-026-11)

3. Speed Indication Devices

To make recommendations to the Area Board as to the locations for speed indicator devices (SIDs) in line with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-023-11)

4. C & UC roads speed limit review

To make recommendations to the Area Board as to the priority routes for review on C Class and unclassified roads in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-027-11)

5. Waiting restrictions

To make recommendations to the Area Board regarding waiting restrictions in areas where the Town or Parish Councils do not wish to undertake this function.

(Cabinet Member Decision HT-031-11)

6. Other decisions

To make recommendations to the Area Board regarding any other local highways issues when requested.

MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: Wiltshire Music Centre, Winsley Road, Bradford on Avon, BA15 1DZ
Date: 14 March 2012
Start Time: 7.00 pm
Finish Time: 9.50 pm

Please direct any enquiries on these minutes to:

Kevin Fielding ,Tel: 01249 706612 or (e-mail) kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Malcolm Hewson (Chairman), Cllr Rosemary Brown (Vice Chairman),
Cllr Trevor Carbin and Cllr Lionel Grundy

Wiltshire Council Officers

Peter Dunford – Community Area Manager
Kevin Fielding – Democratic Services Officer
Mal Mundy - Head of Service, Integrated Youth
Damian Haasjes – Youth Voice and Influence Team

Town and Parish Councillor

Bradford on Avon Town Council – Gwen Allison, Vicky Landell-Mills & Isabel
Martindale
Holt Parish Council – Martin Moyes
Limpley Stoke Parish Council – Simon Coombe
Wingfield Parish Council – Keith Brendish & Alan Mines

Partners

Wiltshire Police – Acting Inspector Dave Hobman
Wiltshire Fire & Rescue Service – Mike Franklin
Community Area Partnership – David Gregory, Tony Haffenden
Bradford on Avon Youth Council – James Davies

Total in attendance: 60



<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introduction</u></p> <p>The Chairman welcomed everyone to the Wiltshire Music Centre, and introduced the Wiltshire councillors who made up the board, as well as the Community Area Manager and the Democratic Services Officer.</p> <p>The Chairman introduced Cllr Lionel Grundy – Wiltshire Council Cabinet Portfolio Holder for Childrens' Services.</p> <p>All town, parish and partner and youth representatives in attendance were welcomed by the Chairman.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Cllr Linda Conley, Terry Biles, Matthew Midlane, Jim Lynch, Kerry Morgan, Pam Bennett, Mervyn Harris.</p>
3.	<p><u>Minutes</u></p> <p>Decision:</p> <ul style="list-style-type: none"> • The minutes of the Area Board meeting held on the 11 January 2012 were approved and signed as the correct record.
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Youth Grants - Participatory Budgeting Event</u></p> <p>Damian Haasjes from the Youth Voice and Influence Team introduced the projects and outlined the process that each of the youth projects would be judged against:</p> <ol style="list-style-type: none"> 1. Young people pitch their projects and/or show a short DVD clip of what they want to do with the money. 2. Having regard to issues of value for money, project quality and community benefit, the audience vote for their favourite project through electronic voting handsets. 3. The scores are ranked and grants awarded to the top ranked projects, within

	<p>the available budget.</p> <p>It was agreed that the Area Board would support the applications to the 2011/12 Youth Budget and agreed to take forward the most popular choices to be funded within the allocated budget of £2,500, as selected by the participants in accordance with the participatory process as set out above.</p> <p><u>Results</u></p> <p>Youth Projects that received funding:</p> <p>Climbing and Canoeing activities for young people with disabilities £375 – yes vote = 77%</p> <p>Garden in Quiet Zone at St Laurence School £400 – yes vote = 76%</p> <p>Spray Art design classes at Youth Centre £366 – yes vote = 58%</p> <p>New kitchen equipment for Guide Headquarters £350 – yes vote = 57%</p> <p>Young Singers from Winsley and Churchfields Primary Schools to perform two shows about Olympic Ideals £520 – yes vote = 53%</p> <p>Pregnancy Simulator for educational projects £430 – yes vote = 45%</p> <p>Computer Babies residential overnight training £250 – yes vote = 41%, it was agreed by the members that this project would also be supported with funding from the Area Board budget.</p> <p>Trip to Snow Dome in Tamworth for introduction to skiing and snowboarding £223 – yes vote = 29%, this project did not receive funding.</p> <p>Bids for a DJ Music Arts Project and fact finding trip to Motion Skate Park in Bristol were not presented and were not awarded any funding.</p> <p>The Chairman thanked all the young people for their hard work in presenting their projects.</p>
6.	<p><u>Chairman's Announcements and Updates</u></p> <p>The following announcements contained in the pack were mentioned briefly:</p> <ul style="list-style-type: none"> i) Wiltshire Core Strategy – noted that the consultation period runs until 2 April 2012. ii) Air Quality Action Plan and formation of Task and Finish Group for

	<p style="text-align: center;">Bradford on Avon.</p> <p>Decision:</p> <ul style="list-style-type: none"> • To nominate Cllr Rosemary Brown to the Task and Finish Group • To invite the Town Council and Climate Friendly BOA to nominate further representatives to the group • To report findings back to the Area Board on 18 July <p>iii) The Localism Act 2011 – summary noted.</p> <p><u>Partner Updates</u></p> <p>i) Wiltshire Fire and Rescue Service Integrated Risk Management Plan for 2012-15. A full presentation would be given on this item at the next Area Board meeting. The Chairman asked if there were any issues that could be covered in the next presentation. Requests included:</p> <ul style="list-style-type: none"> • Cross border working (Limpley Stoke). • The future of retained fire fighters. • Fire prevention advice for children. <p>ii) Wiltshire Police – report noted. Acting Inspector Dave Hobman advised that Inspector Dave Cullop had taken retirement and that he would be covering in the interim. It was agreed that the Community Area Manager would write to Inspector Cullop thanking him for his service to the Area Board.</p> <p>i) NHS Wiltshire – report noted.</p> <p>The Chairman thanked everybody for their updates.</p>
7.	<p><u>2012 - A Year of Celebration</u></p> <p>Kevin McGuire, Project Manager for the 2012 celebrations advised that:</p> <ul style="list-style-type: none"> • The Bradford on Avon community area would be represented at the Wiltshire Jubilee event on Tuesday 1st May at Salisbury Cathedral and Close attended by HM The Queen. A large jousting tent has been procured and exhibitors will include arts, crafts and manufacturers from the 'Made in Bradford on Avon' collective; the Millennium tapestry from the Museum; promotion of local attractions and accommodation by the Tourist Information Centre; and musicians supplied by the Wiltshire Music Centre. • A programme of community entertainments is planned for 22 May when

	<p>the Olympic Torch will travel through Bradford on Avon. It is hoped that the schools, sports clubs and general public will line the route and there will be events before and after the Torch for all the family. There is also a packed programme of sports events being held across the town as part of the Sports Festival, 13-21 May.</p> <ul style="list-style-type: none"> • The programme for the Jubilee weekend, 2-5 June, includes street parties, a 1952 theme in the shops, a Big Lunch on the Sunday and the Lions Fun Day on the Monday. <p>The Chairman thanked Kevin McGuire for his update.</p>
8.	<p><u>Community Area Transport Group</u></p> <p>Councillors considered the recommendations from the CAT-G meeting on 5 March regarding the allocation of the £25,000 budget remaining in 2011/12 budget, as set out in the agenda pack:</p> <p>Wingfield Phase 3 footways (programmed for April)</p> <p>Westwood Signing of the Nursery School with associated carriageway markings Resiting of advance carriageway width limit sign to make more visible</p> <p>2 no School warning signs 2 no 'SLOW' markings adjacent signs 1 no advisory carriageway width sign mounted on existing 20 mph sign 1 no removal of existing advisory carriageway width sign</p> <p>Newtown, Bradford on Avon 2 no flexible bollards within buildouts Road Closure Order</p> <p>Limpley Stoke On carriageway footway on Woods Hill Road Closure Order</p> <p>Limpley Stoke On carriageway footway at Midford Lane</p> <p>Limpley Stoke Feasibility Study for pedestrian route along Lower Stoke Match Funding contribution from Parish Council</p>

	<p>Bradford on Avon Dropped Kerbs – see sheet attached Match Funding contribution from Town Council</p> <p>Wingfield, Church Lane Dropped Kerbs</p> <p>Decision:</p> <ul style="list-style-type: none"> • That the Bradford on Avon Area Board allocates a total of £24,897 to the minor capital highways projects, as set out in the report.
9.	<p><u>Community Area Grants</u></p> <p>The Chairman thanked the former members of the Grants Advisory Board for their contribution in the community area grants process and advised that the Community Area Manager and Area Board members would sift the applications in the meantime. It was hoped that new members could be found to form a new Grants Advisory Group in due course.</p> <p>Councillors considered seven applications to the Community Area Grant budget, of which £271 remained unallocated in 2011/12 and £47,075 was to be available in 2012/13 from 1st April 2012:</p> <p>Councillor-led grant from Cllr Rosemary Brown awarded £2,500 to cover the costs of a jousting tent and attendance of the Bradford on Avon community area at the Wiltshire Jubilee celebrations in Salisbury on 1st May, as a contingency in the event of failure of a corporate bid from Wiltshire Council to the Armed Forces Community Covenant Grant Scheme.</p> <p>Note: This award to be rescinded in the event of resources being made available from a successful bid to the Armed Forces Community Covenant Grant Scheme.</p> <p>Bradford on Avon Olympic Torch and Jubilee Working Group awarded a supplementary grant of £4,000 towards the 2012 summer events programme, as a contingency in the event of the failure of a grant application to Sports England.</p> <p>Note: This award to be rescinded in the event of a successful bid for extra resources by the applicant to Sport England.</p> <p>Castle Gardens Pre-school, Bradford on Avon, awarded £619.75 to support children to develop communication, spatial awareness, control and programming skills through the use of ICT.</p> <p>Reason <i>The application demonstrates a link to the Bradford on Avon Community</i></p>

	<p><i>Plan and Wiltshire Local Area Agreement through its support for education and skills development in young people.</i></p> <p>Limpley Stoke Parish Council requesting £840 to provide entertainment and a variety of events to enable residents of Limpley Stoke to celebrate the Queen’s Diamond Jubilee.</p> <p><i>Reason</i> <i>Wiltshire Council is promoting 2012 as ‘a year of celebration’ and had invited communities to come together to celebrate in this way. Officers and Councillors were therefore supportive of the application.</i></p> <p>St Mary the Virgin Church, Limpley Stoke, requesting £1,000 toward the installation of a cloakroom and kitchenette in the Church for the benefit of the community.</p> <p><i>Reason</i> <i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for village communities and rural services.</i></p> <p>South Wraxall Diamond Jubilee Group requesting £767.50 towards the costs of Jubilee celebrations in the village on 4 June.</p> <p><i>Reason</i> <i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for village communities and for community development and capacity building.</i></p> <p>The Mead Community Primary School, Wingfield, requesting £300 towards the creation of an Olympic and Diamond Jubilee Garden in the school grounds.</p> <p><i>Reason</i> <i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for village communities and for community development and capacity building.</i></p>
10.	<p><u>Future Meeting Dates</u></p> <p>Wednesday 16 May – St Margaret’s Hall, Bradford on Avon.</p> <p>Wednesday 18 July – Winsley Village Hall.</p> <p>Wednesday 19 September – St Margaret’s Hall, Bradford on Avon.</p>

11.	<u>Evaluation and Close</u> The Chairman thanked everybody for attending the meeting.
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Review of Polling Districts and Polling Places– Consultation Briefing Note

Section 16 of the Electoral Administration Act 2006 introduced the requirement for councils to review polling districts and polling places within their Parliamentary constituencies, and to review them again at least every four years.

The 2009 County of Wiltshire Order not only set up the new unitary divisions, but also established new town wards in most urban areas which are co-terminous with the divisions. This will allow us to rationalise a number of polling districts, as they will take effect for the 2013 elections. Until then, the council has had to have polling districts which recognise the boundaries of both the older town wards, and the unitary divisions, resulting in a number of small registers where they overlap.

In May 2013, there will be elections to directly elect members to the New Forest National Park Authority. The National Park affects three Wiltshire parishes, but its boundaries do not coincide completely with existing parish or polling district boundaries. This review proposes to create new polling districts in those parishes, in readiness for those elections.

The Council will need to approve a scheme of polling districts and polling places for the (Acting) Returning Officer (ARO) to then consider in order to select polling stations. The ARO is therefore obliged to be consulted during the review, and any representations must be published within 30 days of receipt.

We are seeking your views on Wiltshire Council's existing polling districts and polling places. As part of the review there is also an opportunity to comment on the polling stations.

The Council has also prepared two documents which refer to proposed changes to polling stations and polling districts. These two documents have been amalgamated and sorted into Area Boards for ease of reference and relevance. A list of existing polling stations has also been compiled which has been separated into Area Board area for ease of reference.

These are attached to this briefing note and are also available on the dedicated webpage (please see link below). We would seek your views on any of the points highlighted on this document or any other issues that you feel need to be addressed.

Due to the size of the Council's area and the number of polling districts and polling stations, it is not practical to send detailed hard copy maps to all consultees. However, officers have used the Geographical Information System to plot all existing polling districts, together with the position of known polling stations which is available to use on the dedicated webpage.

For more information on the parameters to use, please go to the webpage and click on the Review of Polling Districts – Briefing Note.

Submissions must be received in writing by Friday 25 May 2012. Forms can be completed online or download from the Council's website at:

<http://www.wiltshire.gov.uk/council/elections/electionsreviewpollingdistrictsplaces.htm>

Submissions will then be reviewed with a final scheme being presented to Full Council for approval in July 2012.

Rural Facilities Survey 2012

The rural facilities survey maps the services and amenities available to rural communities within the Wiltshire Council area. The survey has been carried out since 1976, painting a picture of some 233 rural settlements in the county of Wiltshire across 35 years. This gives us a wealth of data to support local communities in rural parts of the county and allows us to track changes in facilities including education and childcare services, local health facilities, food shops, spiritual and leisure facilities and public transport. In recent years, the survey has also examined access to services such as broadband internet connections and mobile phone coverage. There has been a significant decline in a number of basic facilities since 1976. The number of settlements with primary schools has decreased by around 30%, while around two thirds of villages have lost their general food shop. Less than half of settlements in 2008 retained the Post Office they had in 1976. Public transport, however, has improved vastly over the period of the survey. The most recent survey was carried out in 2008 and a report outlining the results and trends revealed can be seen on the intelligence network website¹ along with an update taking into account the changes to the Wiltshire County Community Area boundaries that occurred in April 2009.

The survey is repeated around every three years and the latest survey is scheduled to be carried out during Spring 2012. Over the coming weeks, the survey will be posted out to the parish clerks for the settlements included in the database and their input is critical to making the survey a success. The results will be analysed for all 20 of Wiltshire's Community Areas and the overview report published in the autumn. The results will also form part of the evidence base that will be used to refresh the Joint Strategic Assessment for Wiltshire.

For more information, please contact:

Knowledge Management Team,

Public Health and Protection Services

Wiltshire Council

(01225) 713186

research@wiltshire.gov.uk



Paths Improvement Grants Scheme (PIGS)

Do you have an idea to improve access to the countryside or to create new links between settlements in your area?

The Paths Improvement Grants Scheme aims to help local people to make innovative improvements to countryside access in their area. In 2012 around £60,000 will be made available for community led projects.

If you have an idea for a scheme please contact Wiltshire Council's Rights of Way and Countryside Team Michael.Crook@wiltshire.gov.uk or Tel: 01225 713349.

Further details of the scheme are available on the Countryside Access Forum website - www.wiltshirelaf.org.uk

The closing date for applications is Friday 13 July 2012.

National Citizen Service 2012

Wiltshire Council Integrated Youth Service is proud to be working in partnership with Catch 22 to deliver one of the Government's National Citizen Service pilots.

The programme, only in its second year, aims to develop community cohesion and promote community action by offering teams of Year 11 students the opportunity to experience a programme designed to develop confidence, team work, and practical skills.

The programme offers an outdoor activity residential, a residential 'at home' where volunteering tasters will be delivered and then the training, support and resources to plan and implement a local community project.

Organisers of the Bradford on Avon Fringe Festival have already offered to share their expertise with the group in return for help with marketing and securing local sponsors for this year's Fringe Festival.

If any members of the community would like to support the team, practically, or have ideas about worthy causes for the community project, then please get in touch with Kath Brownlee at the Youth Centre:

Katherine Brownlee, Youth Development Coordinator

Youth Development Centre, Frome Road,

Bradford on Avon BA15 1LE

Tel: 01225 868115 / 07795665725 Website: www.sparksite.co.uk

Your say on local waste and recycling sites

Following the success of the new improved waste and recycling collection services in Wiltshire, some of the other recycling facilities in Wiltshire are being used less and therefore we are looking to save around £250,000 by making changes to these services. This will help the council to spend more on priority services, such as those for vulnerable adults and children, and roads.

We are now looking for your views on how you use your local recycling facilities and how these savings can be achieved.

Thanks to people in Wiltshire using their blue lidded bins we now recycle more than 700 tonnes of plastic bottles and cardboard every month.

Household recycling centres – summer opening hours

Everyone in Wiltshire can now ask to have a free garden waste collection from the kerbside, making it easy to recycle garden waste from home. During recent summers the household recycling centres have been open until 7pm on Wednesday and Thursday evenings, to help residents to recycle their garden waste in particular. As the new free kerbside collection service will soon be in place it is proposed household recycling centres will go back to normal summer opening, until 5pm, 7 days per week. (This



change will affect all sites except Salisbury household recycling centre, Churchfields, where current opening hours are different and will not alter.)

Local mini recycling sites

Paper, glass, cans, clothes, foil, plastic bottles and cardboard are now collected direct from every home in Wiltshire and the use of local mini recycling sites has significantly reduced. In particular we expect sites with plastic bottle and cardboard bins to be used much less, due to the popular new blue lidded bin collections. We therefore propose to remove some local mini recycling sites, whilst keeping a good network for you to use in addition to kerbside collections.

We are proposing to review local mini recycling sites on the following grounds-

- How much recycling is collected from each site
 - Distance from the nearest alternative recycling sites
 - Number of homes the site is serving
 - Ease of use (eg access and parking)
 - Ease of emptying the bins
 - Condition of the site
-
- Amount of flytipping or non-residents' waste dumped.

Have your say

If you would like to comment on these proposals, please complete an online questionnaire at www.wiltshire.gov.uk/consultations or call 0300 456 0102 for a paper copy. **Please reply by 28 May 2012**

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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 meeting monthly since September 2011 to coordinate delivery of the Wiltshire Youth Work Offer from 1 April 2012. Good progress has been made to date and the Youth Services Implementation Group would like to invite Area Boards to consider this progress and support the following initiatives:

1. Increase use of volunteers

A sub group of the Youth Services Implementation Group has been exploring ways of encouraging more local volunteers to get involved with youth work provided in Council funded youth centres. This links to the Council's overall partnership Volunteering Strategy and Action Plan.

The group has been working on the establishment of a joint process between the Council and the Voluntary and Community Sector for the registration and training of local volunteers to support youth based activities. A guidance pack is now being developed for all Youth Development Centres which sets out the best way to go about registering and training volunteers. Those who wish to volunteer will be able to claim reasonable expenses and develop their skills through appropriate training opportunities.

The group has noted the importance of attracting and encouraging local people within community areas to become involved in volunteering opportunities within their local Youth Development Centre. Consequently, the group would like to invite Area Boards to support this endeavour by supporting local youth centres to promote volunteering opportunities within each community area.

Details of voluntary roles with young people will be available from the Volunteer Centre and/or local Youth Development Centre from 1 April 2012.

2. Youth Advisory Groups

Part of the Wiltshire Youth Work Offer includes the formation of Youth Advisory Groups in all community areas. Pilots are currently taking place 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.

Youth Advisory Groups will have commenced in 20 community areas across Wiltshire by the end of October 2012. Learning from the pilots will be used to inform the development of groups in other areas.

The Youth Services Implementation Group would like to invite Area Boards to support these developments and to establish strong and meaningful links with Youth Advisory Groups in each community area.

3. Income Generation

As part of the Wiltshire Youth Work Offer the Youth Development Service has been set an income generation target of forty five thousand pounds. This will be raised through a combination of subscriptions, fund raising and seeking sponsorship.

A revised staffing funding formula has been used to calculate an income generation target for each community area. The targets will be put into place from 1st April 2012.

The Youth Services Implementation Group would like to invite Area Boards to support local Youth Development Centres in their endeavours to attract and raise income. For example, supporting local fundraising events and attracting local business sponsorship.

The Youth Services Implementation Group invites feedback from Area Boards on any of the initiatives highlighted above.

Any comments, queries or questions should be sent to james.fortune@wiltshire.gov.uk by 31st July 2012.

James Fortune

Lead Commissioner 11-19

01225 713341

Electorate as 1 December 2011					Parliamentary Constituency
Polling Districts	Polling Place		Polling Station	Area Board	
EG2	Bradford-on-Avon	920	Bearfield Church, Huntingdon Street, Bradford On Avon, Wiltshire	Bradford on Avon	Chippenham
EJ1,EJ4	Bradford-on-Avon	2,249	Bradford Sports & Social Club (Skittle Alley), Trowbridge Road, Bradford On Avon, Wiltshire	Bradford on Avon	Chippenham
EH2,EH4	Bradford-on-Avon	860	Lambert Community Centre, Mount Pleasant, Bradford On Avon, Wiltshire	Bradford on Avon	Chippenham
FK1	Limpley Stoke	468	Limpley Stoke Village Hall, Middle Stoke, Limpley Stoke, Wilts	Bradford on Avon	Chippenham
GB1	Monkton Farleigh	355	Monkton Farleigh Village Hall, Monkton Farleigh, Bradford on Avon, Wiltshire	Bradford on Avon	Chippenham
EH1	Bradford-on-Avon	1,053	Mount Pleasant Centre, Mount Pleasant, Bradford On Avon, Wiltshire	Bradford on Avon	Chippenham
GI1	South Wraxall	361	South Wraxall Village Hall, South Wraxall, Bradford on Avon, Wiltshire	Bradford on Avon	Chippenham
EG3,EH3	Bradford-on-Avon	719	St Margarets Hall, St Margaret`s Street, Bradford On Avon, Wiltshire	Bradford on Avon	Chippenham

Electorate as 1 December 2011					Parliamentary Constituency
Polling Districts	Polling Place		Polling Station	Area Board	
IR1	Winsley	1,644	St Nicholas Church Hall, St Nicholas Church Hall, Winsley, Wiltshire	Bradford on Avon	Chippenham
GJ1	Staverton	1,371	Staverton Club, Staverton Club, Staverton, Trowbridge, Wiltshire	Bradford on Avon	Chippenham
IQ1,IQ2	Wingfield	349	The Poplars Inn, Shop Lane, Wingfield, Trowbridge, Wiltshire	Bradford on Avon	South West Wiltshire
FF1	Holt	1,379	United Reformed Church Hall, United Reformed Church, The Street, Holt, Trowbridge, Wiltshire	Bradford on Avon	Chippenham
EJ2,EJ3	Bradford-on-Avon	907	Victory Field Pavilion, Frome Road, Bradford On Avon, Wiltshire	Bradford on Avon	Chippenham
IP1	Westwood	970	Westwood Social Club, Orchard Close, Lower Westwood, Bradford on Avon, Wiltshire	Bradford on Avon	Chippenham
EG1	Bradford-on-Avon	955	Wiltshire Music Centre, Ashley Road, Bradford On Avon, Wiltshire	Bradford on Avon	Chippenham



Crime and Community Safety Briefing Paper Bradford on Avon Community Area Board 16th May 2012

1. Neighbourhood Policing

Current Priorities:

Up-to-date details of the current news about Neighbourhood Policing Teams, including, profiles, priorities and forthcoming community consultation events can be found on the Wiltshire Police Website.

📄 Visit the new and improved website at: www.wiltshire.police.uk

Team News:

Although there have been no team changes since the last meeting, Pc Jamie Darvill continues to support the team and to provide supervisory support to the team while Sergeant Chris Hams continues his recovery. Chris is back to work but on a restricted duty plan.

Cllr. Paul Sample is Member of the Wiltshire Police Authority and has the responsibility for overseeing policing matters in the Community Area.

Cllr Sample can be contacted via Wiltshire Police Authority:

☎ 01380 734022

📄 <http://www.wiltshire-pa.gov.uk/feedback.asp>

2. Performance

We continue to focus on certain types of offences across Bradford on Avon and other areas of Wiltshire where specific focus has been given to reduce offending. These offences can be broadly categorised as vehicle crime. This includes theft from vehicles and theft of vehicles.

Local officers have increased patrols both overtly and in plain clothes to reduce and detect these crimes. Officers have been deployed from specialist functions and from our crime investigation teams

Through ongoing, regular review we have been able to redirect these resources to tackle the issues but there remain actions we can all take to further reduce offences. It is clear that many offences are committed due to the visibility of valuables and lack of security of vehicles. Cars are often left unlocked and offenders are readily finding easy targets for their crimes.

We are promoting a 'lock it or lose it' approach to security and asking that people remove valuables from vehicles particularly when leaving them overnight.

Anti Social Behaviour (ASB) has been highlighted within the Town

Our Neighbourhood Policing Team are working alongside the Wiltshire Council's ASB reduction team and other statutory partners to identify and take appropriate action against a number of people who commit large amounts of ASB.

Table 1 – Reported Crime Figures

1st May 2010 – 30th April 2012

EA Bradford-on-Avon	Crime				Detections	
	May 2010 - April 2011	May 2011 - April 2012	Volume Change	% Change	May 2010 - April 2011	May 2011 - April 2012
Victim Based Crime	505	583	78	15%	15%	7%
Domestic Burglary	35	41	6	17%	14%	2%
Non Domestic Burglary	74	65	-9	-12%	1%	3%
Vehicle Crime	48	114	66	138%	6%	0%
Criminal Damage & Arson	117	133	16	14%	12%	5%
Violence Against The Person	79	75	-4	-5%	44%	24%
ASB Incidents	391	460	69	18%		
<p>Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for All Crime and better than peers for Violent Crime in the previous 12 month period (Mar 2011 - Feb 2012)</p>						
<p>* Detections include both Sanction Detections and Local Resolution</p>						

David Hobman
Acting Sector Inspector

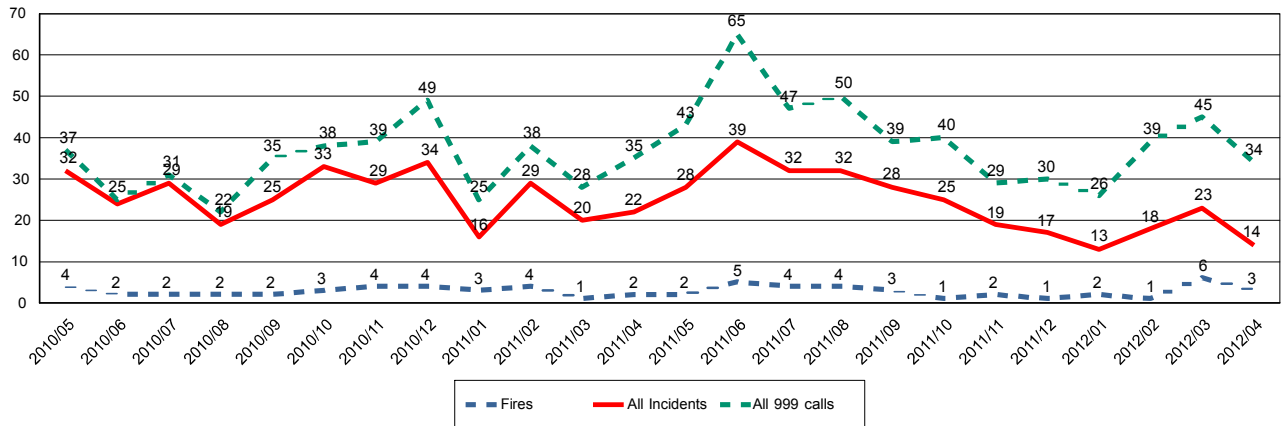
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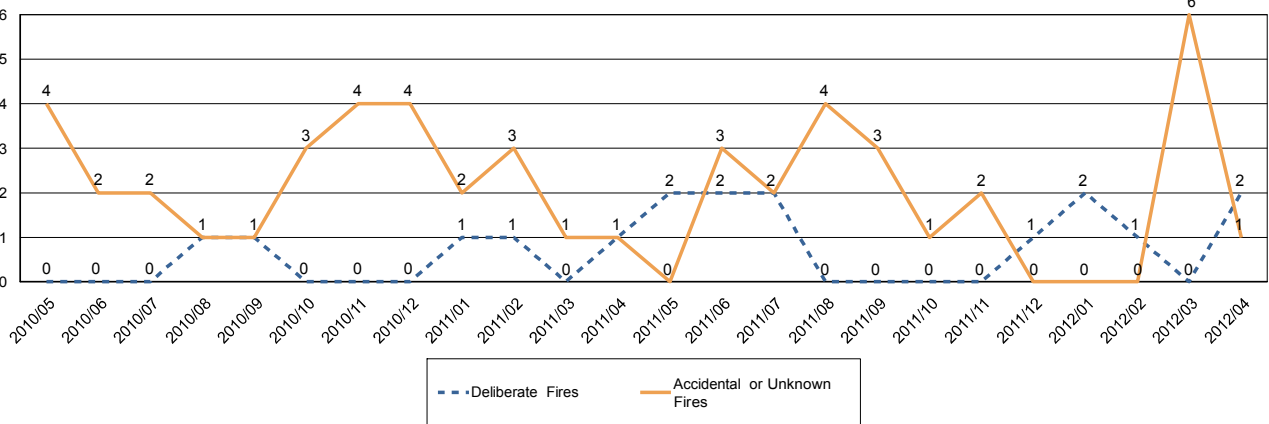
Report for Bradford on Avon Area Board

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

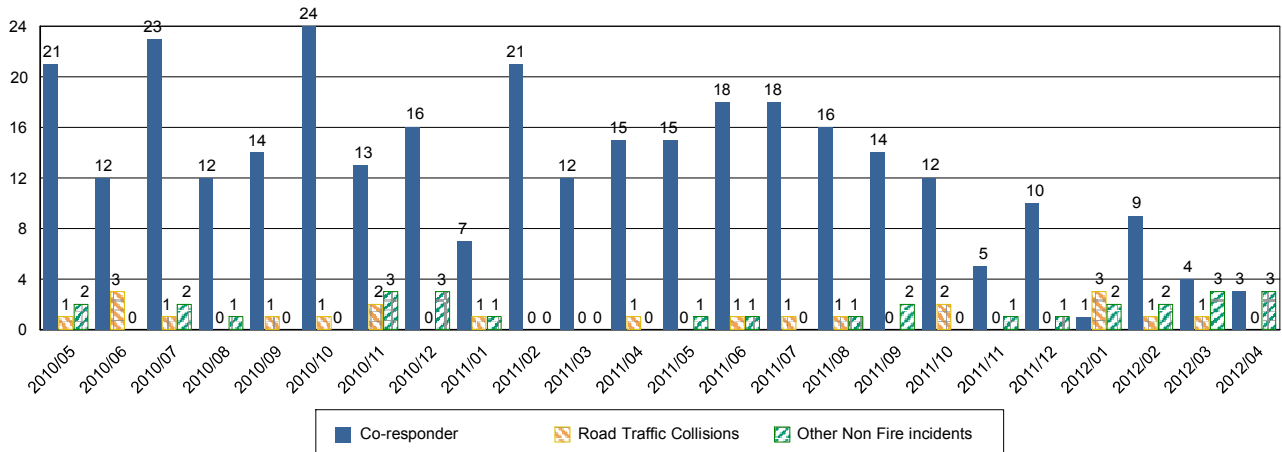
Incidents and Calls



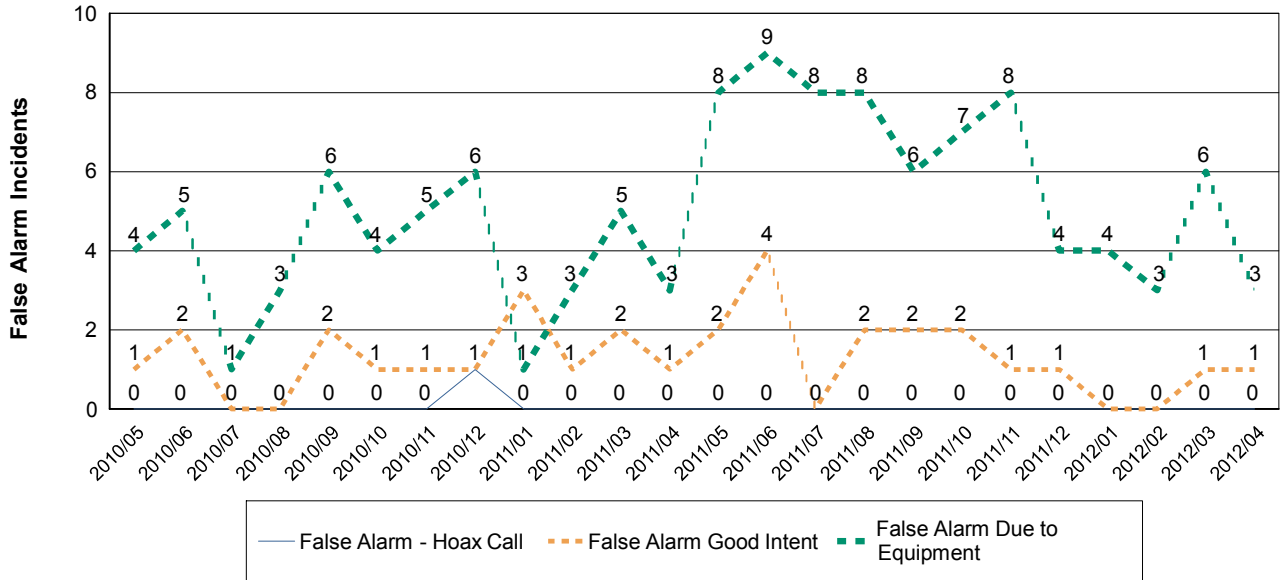
Fires by Cause



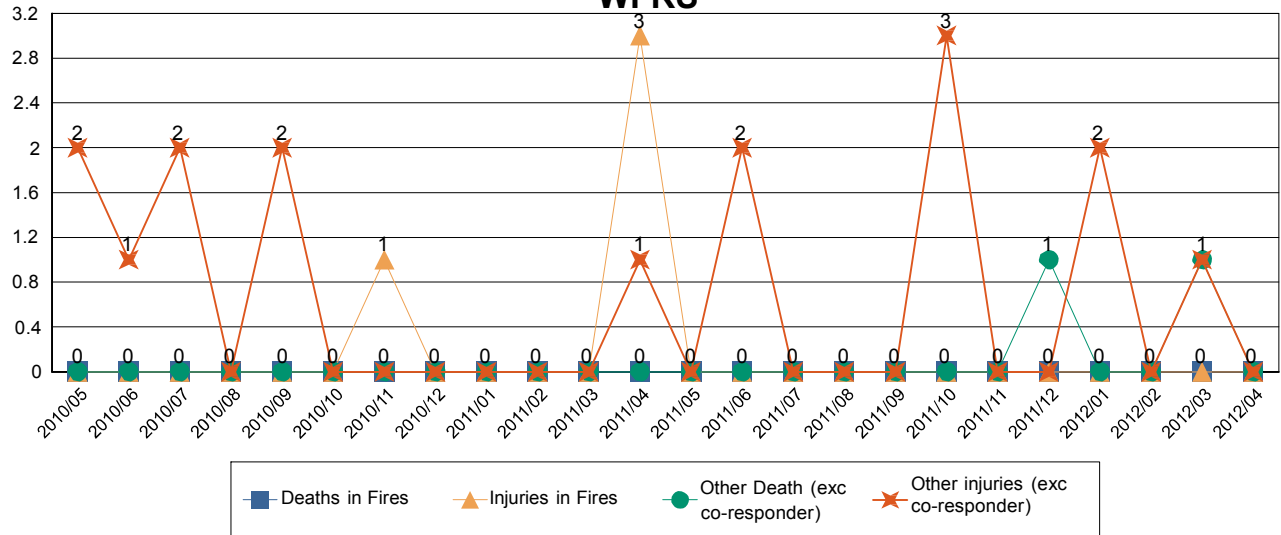
Non-Fire incidents attended by WFRS



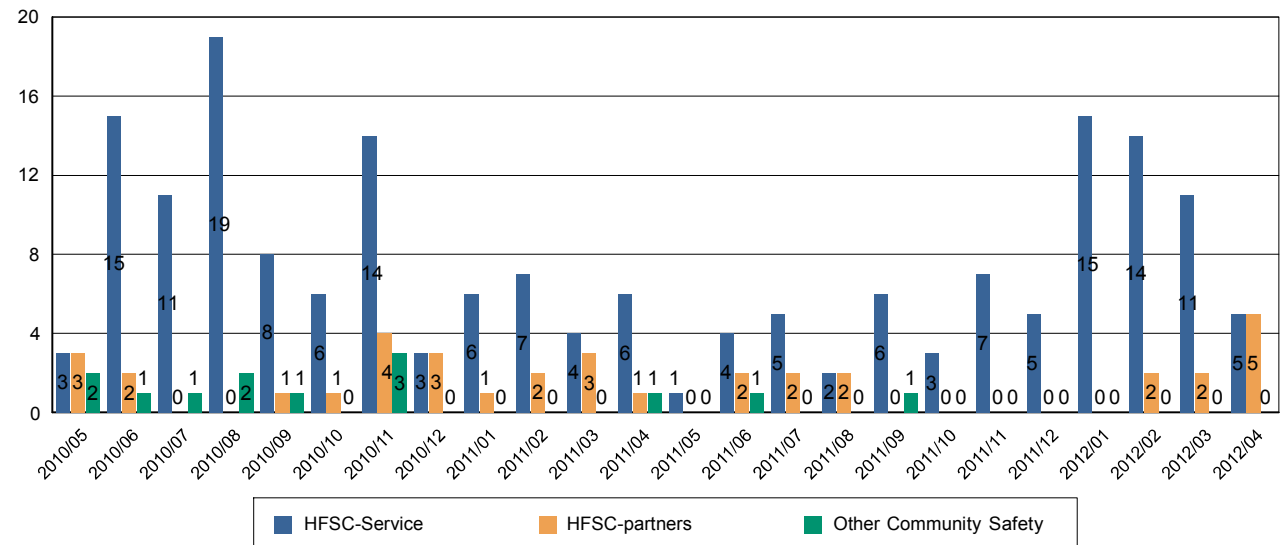
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

May update

New tests provided for women in Wiltshire as part of the NHS Cervical Screening Programme

Women in Wiltshire will benefit from a new test for High Risk Human Papilloma Virus (HR HPV) from April 2012 onwards, as part of the NHS Cervical Screening Programme.

HPV is a common infection and most women get it at some point in their life. In most cases it clears up by itself without the need for treatment, but in some women the virus persists, placing them at greater risk of developing cervical cancer. Clinical studies have identified that almost 100% of cervical cancers show evidence of HR HPV infection, and detecting HPV at an early stage can reduce the risk.

The HPV test will be carried out as part of the routine smear test, and no additional sample is required. Women will be given the results of the screening and HPV tests in the normal way, and will be advised if any treatment is necessary. All women in the eligible age group – between the ages of 25 and 64 – come under the screening programme and are invited for routine screening by their GP.

About 2,900 women are diagnosed with cervical cancer in the UK each year. It is the most common cancer in women under 35 years old and over half of all cases are diagnosed in women under 50. Every year in Wiltshire six women die of the condition. Cervical cancer is unique in that we already know exactly what we have to do to prevent almost every case; effective vaccination and screening programmes could virtually eliminate cervical cancer, so the inclusion of HPV testing in the screening programme makes it even more effective.

Wiltshire welcomes the Government's consultation on plain packaging of tobacco products

Wiltshire's Director of Public Health and Public Protection has welcomed the announcement of the Government's consultation on tobacco packaging. Maggie Rae, NHS Wiltshire and Wiltshire Council's Director of Public Health and Public Protection said:

'Our partners, Smokefree South West, have launched a world first campaign to raise awareness of the dangers of tobacco packaging to children and young people. The shocking facts are that smokers start as children and continue as adults. Two thirds of smokers start before they are 18 and the vast majority while still teenagers. The tobacco industry knows this only too well, and uses trendy,

appealing packaging to help entice young people – who go on to replace the 100,000 people lost every year to smoking related diseases.

‘We have had support from parents and grandparents, from old and young, men and women, smokers and non-smokers. People want to see their children lead a full life free from addiction and from the illnesses and premature death caused by smoking.

The aim of packaging tobacco products in standardised packaging is to reduce the number of children who smoke by:

- Making tobacco packaging look less attractive
- Increasing the effectiveness of health warnings
- Preventing the use of misleading and deceptive colours to create false beliefs of different strength and quality
- Removing the positive association with cigarette brands and image

‘Smoking is an epidemic that affects children and moving tobacco products into standardised, plain packaging is designed to protect them and to help reduce the numbers who begin smoking. The proposals for plain packaging are not about current smoker’s behaviour.’

To date over 25,000 people have given their backing to the Smokefree Southwest campaign at www.plainpacksprotect.co.uk.

Darrell Gale, Consultant in Public Health at NHS Wiltshire and chair of Wiltshire’s Tobacco Control Alliance said:

“Branding of cigarettes encourages childhood experimentation - which leads to addiction. Smoking is still cool to many children and young people - aided by brightly coloured packs; cool brands; packs designed to look like MP3 players or Zippo lighters. Plain packaging removes the tobacco industry’s ONLY remaining legal means of promotion to the young. They know their potential UK market will shrink dramatically if cigarettes are packages in standardised packaging.”

Wiltshire CCG appoints Chairman

Wiltshire Clinical Commissioning Group, the new doctor-led commissioning organisation that will be responsible for buying local health services in Wiltshire, has elected Dr Stephen Rowlands as its Chair with immediate effect.

Dr Rowlands has been the Medical Director of Wiltshire Primary Care Trust since April 2011 and, alongside his work with the emerging Clinical Commissioning Group (CCG), has been a Senior Partner GP with the Bradford Road surgery in Trowbridge since 1985. His role as Chair to the CCG will be an interim post until March 2013.

The Health and Social Care Act requires that every CCG has a governing body which must oversee its governance and decision-making, ensuring that it exercises its functions effectively, efficiently and economically. The CCG will work within a framework with other health and social care providers such as the three NHS acute hospitals and Wiltshire Council and arrangements for engaging and involving members of the public, patients, carers and voluntary organisations to ensure they are ready to take up the responsibility for commissioning. They will enter a process for authorisation as a statutory commissioning organisation later this year.

Dr Rowlands said:

“The agenda for the next eleven months is extremely demanding and I am very keen to support the transition from PCT to clinical commissioning as smoothly as possible. I’m honoured to have been chosen as Chair of the Wiltshire CCG, which brings together all GPs in the county to help steer the provision and development of local health services for Wiltshire people. This is an exciting opportunity to build on the good work of NHS Wiltshire”.

“As highlighted in national media, the NHS faces significant challenges in the next few years, especially in terms of its finances. Having local GPs working in partnership with hospital colleagues, other healthcare professionals, NHS managers and patients will ensure that we continue to have local NHS services that really support and meet the needs of people in Wiltshire”.

Ed Macalister-Smith, Chief Executive of the existing Primary Care Trust said:

“I am delighted that Steve has accepted the role, and the people of Wiltshire should feel confident in Steve’s experience, his focus on patient safety and clinical excellence, and his ability to lead such complex changes”.



**Wiltshire
Fire & Rescue
Service**

Managing a Modern Fire & Rescue Service

- Operational Changes

Your Safety: Our Priority



**Wiltshire
Fire & Rescue
Service**

Operational Change

- The Need for Change
- Proposals
- Evidence Base
- Questions

Your Safety: Our Priority



**Wiltshire
Fire & Rescue
Service**

Need for Change

- **CSR 2010**
- **25% saving in Government Grant**
- **£1.8 million**
- **Creating a Fire Service for the future**
- **Review Current Service Delivery**

Your Safety: Our Priority



**Wiltshire
Fire & Rescue
Service**

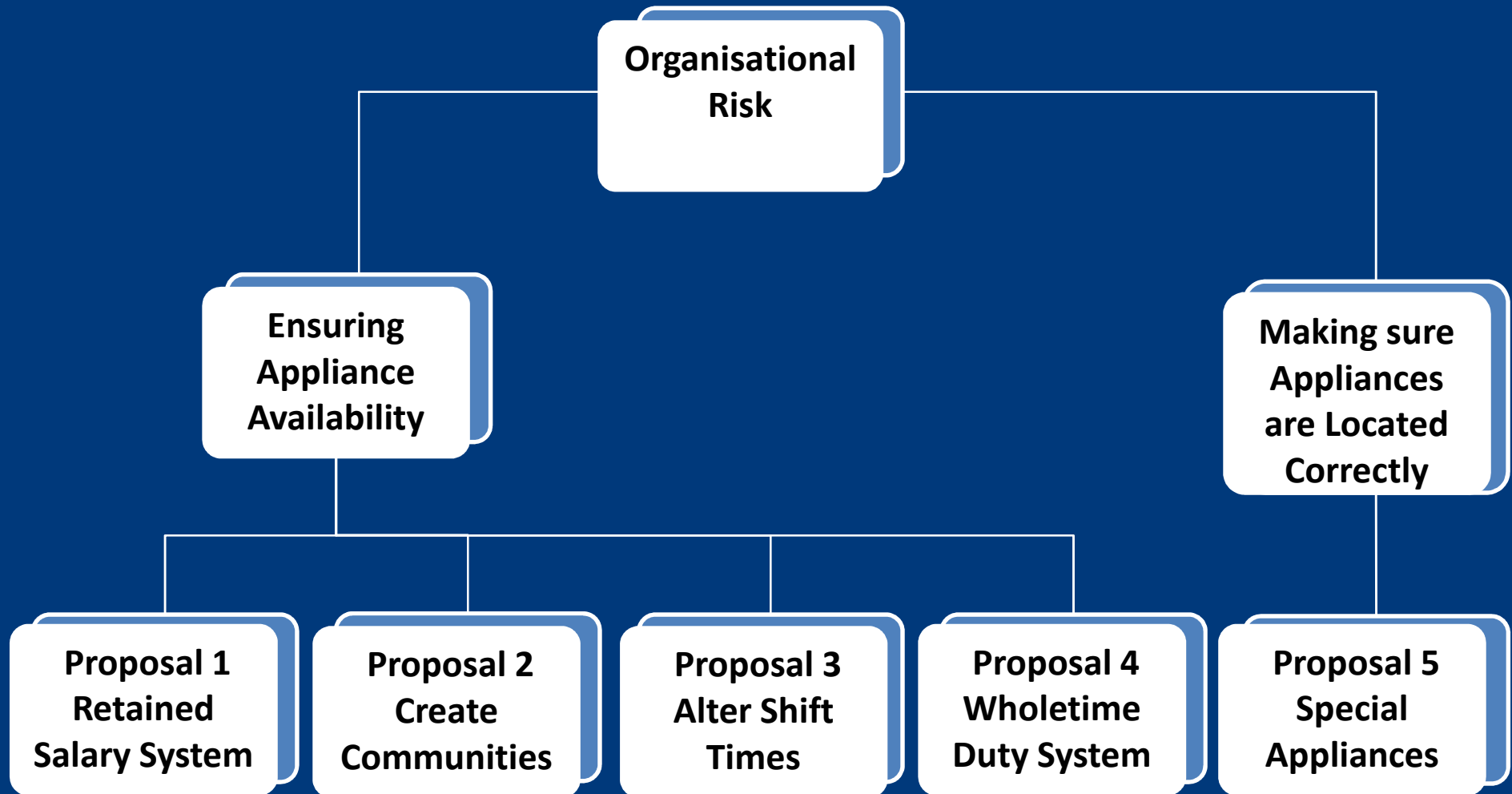
Evidence Base

**Ensuring
Appliance
Availability**

**Appliance
Location**

Your Safety: Our Priority

Operational Proposals





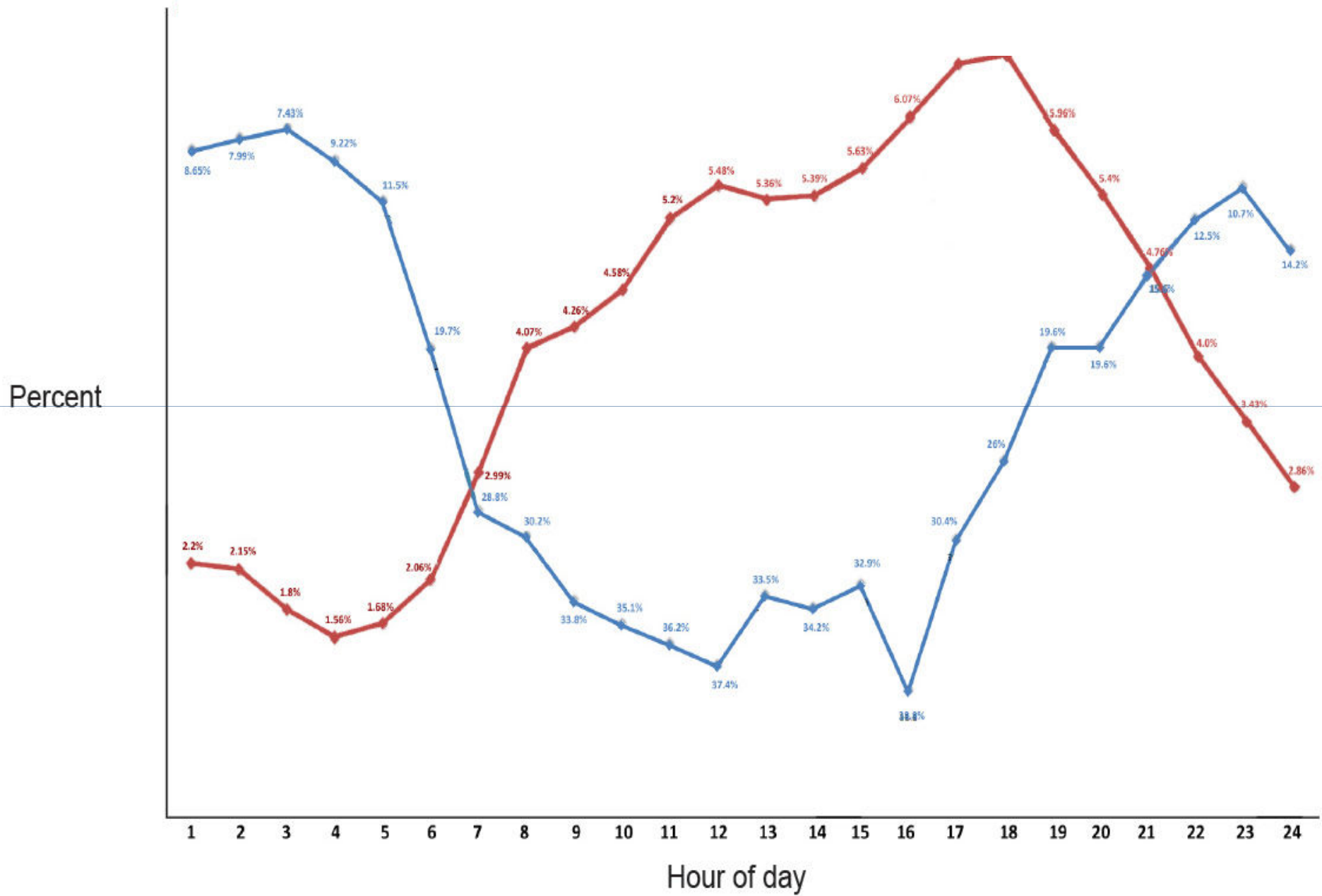
**Wiltshire
Fire & Rescue
Service**

Proposed Change

- Salary System for Retained Staff
- To Alter the Wholetime Duty Systems
- Create Communities for Service Resilience

Your Safety: Our Priority

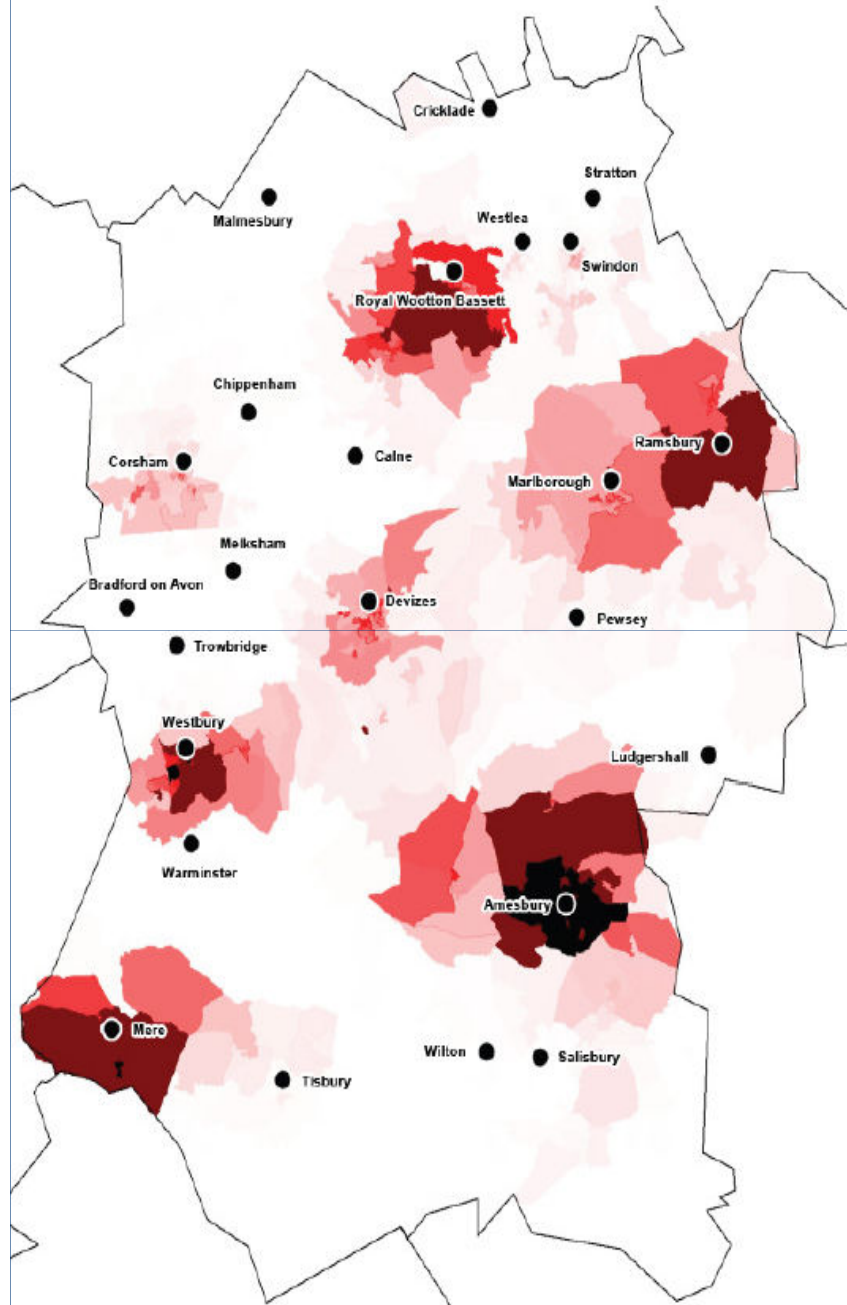
RDS appliance availability vs Incident demand



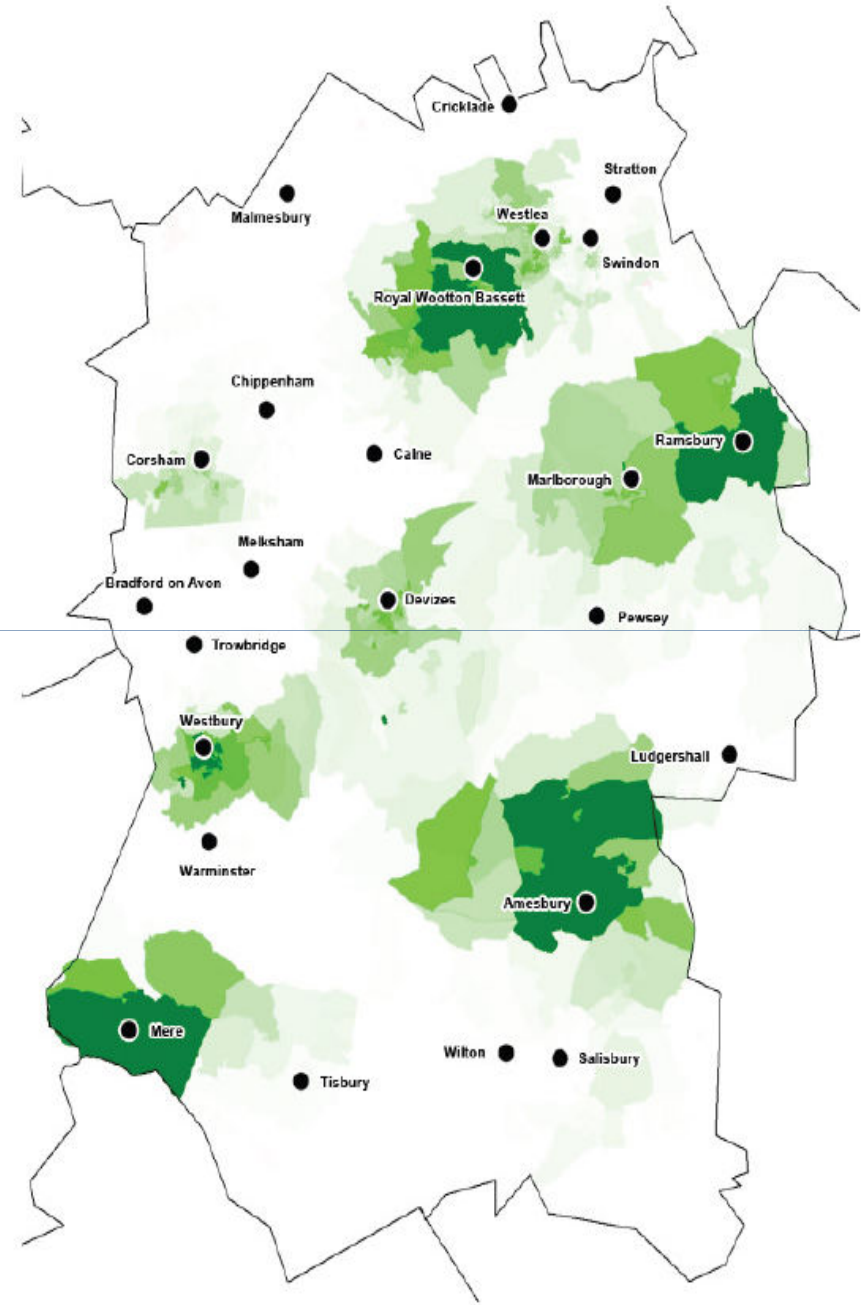
Communities and Stations



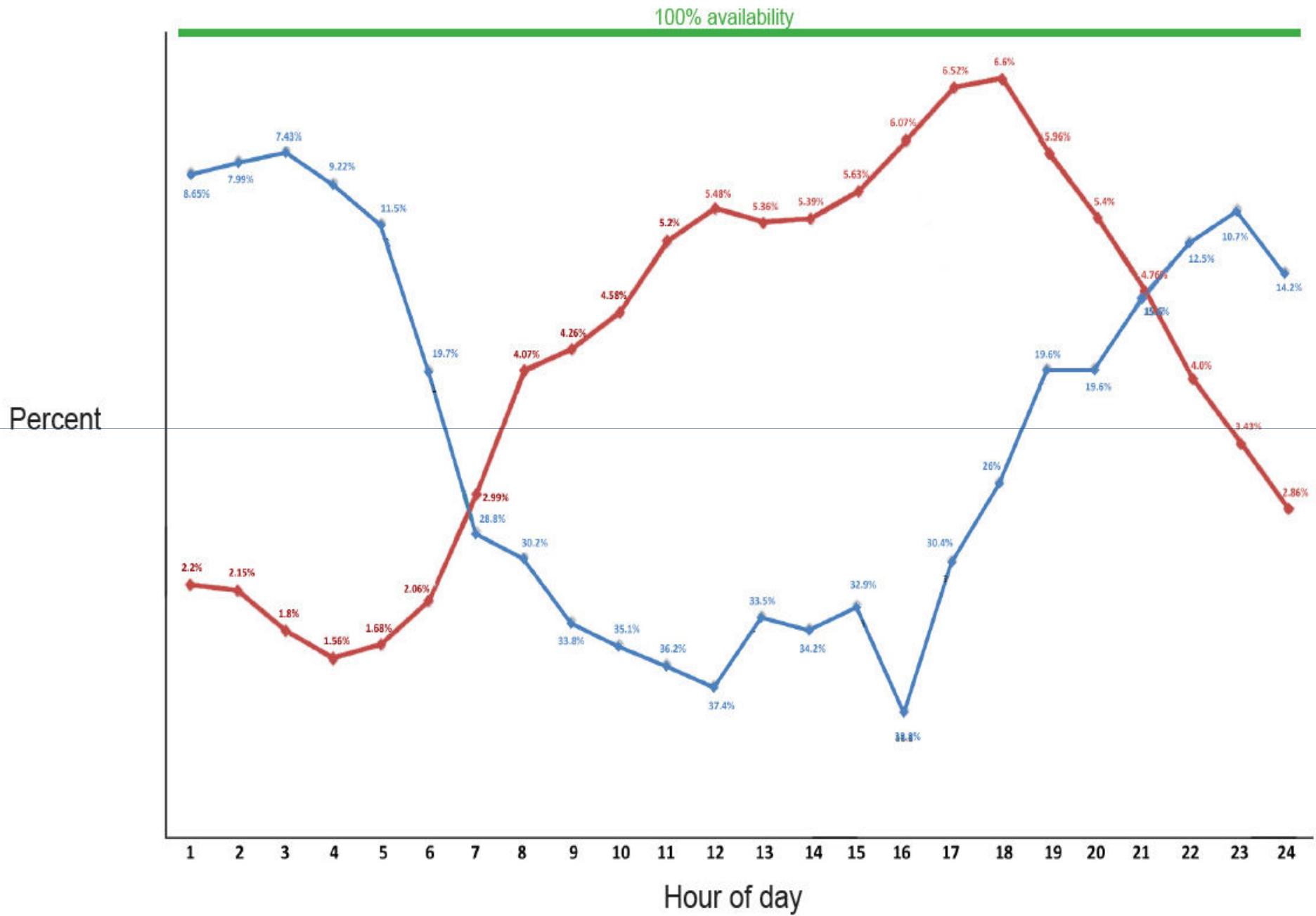
Current 'typical day'



'typical day' new proposals



RDS appliance availability vs Incident demand



Do You Support These Proposals?

1. Strongly Disagree
2. Disagree
3. Agree
4. Strongly Agree



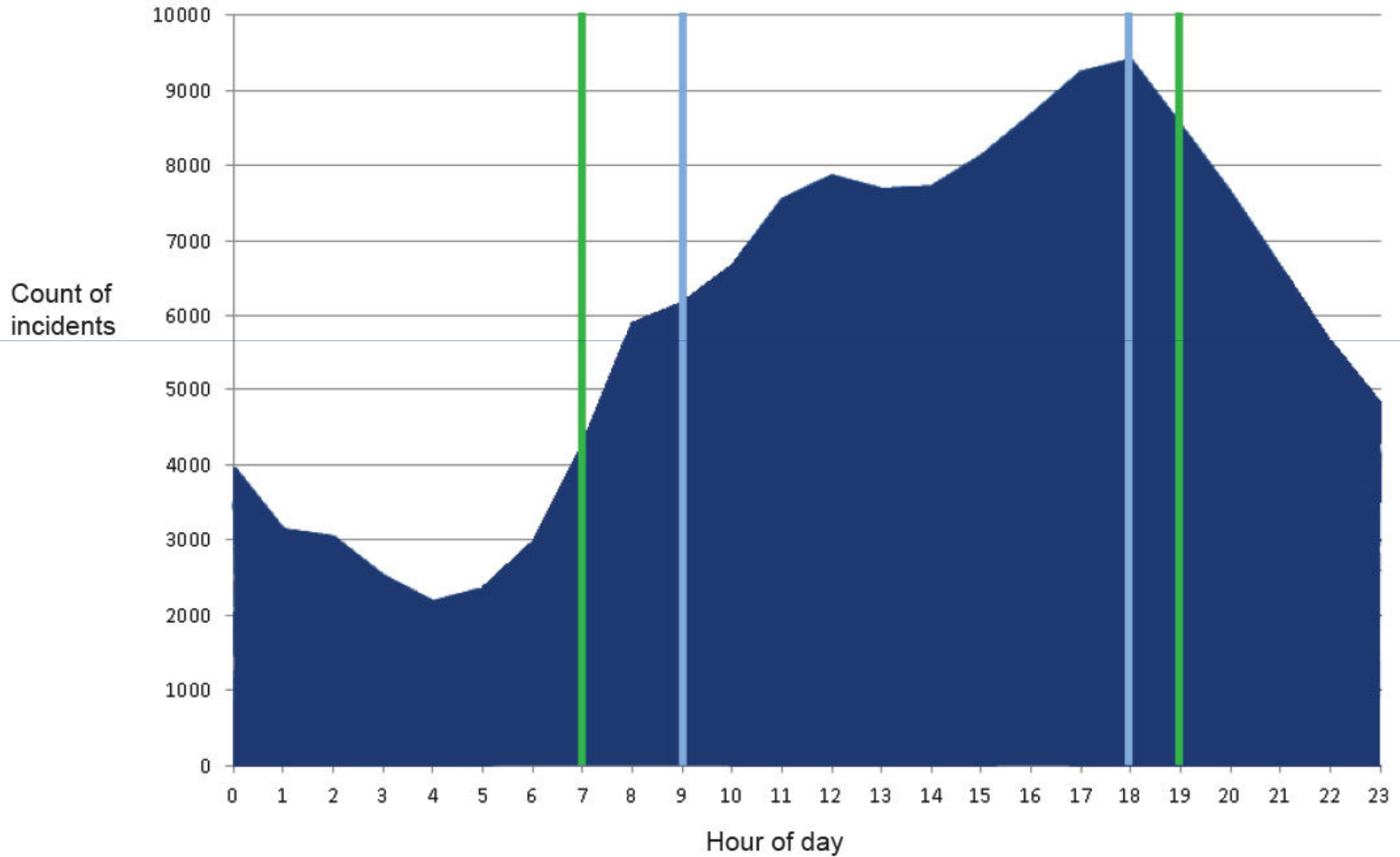
**Wiltshire
Fire & Rescue
Service**

Proposal: Shift Times

- Alter shift time to 07:00hrs

Your Safety: Our Priority

Incident demand by time of day (2001-2011 all incidents)



Do You Support These Proposals?

1. Strongly Disagree
2. Disagree
3. Agree
4. Strongly Agree



**Wiltshire
Fire & Rescue
Service**

Special Appliance

- **Reviewed Specialist Appliance Location**
- **Specialist Vehicles Usage**
- **Modernisation**
- **Review Current Service Delivery**

Your Safety: Our Priority



**Wiltshire
Fire & Rescue
Service**

Proposals

- To Move Specialist Appliances to where they are statistically required
- Primary Crew using dedicated staff

Your Safety: Our Priority



Special appliances key:

- | | | | |
|----------------------|------------------------|---------------------------|-----------------------------|
| R2 Water rescue unit | F1 Foam unit | C1 Control/Command unit | HV Heavy rescue unit |
| W1 Water carrier | R1 ESU | Z1 Chemical incident unit | OP Operational support unit |
| R5 Line rescue unit | Nat National unit | S7 Chainsaw unit | WD Wading unit |
| M2 LandRover pump | D1 Damage control unit | Aerial | |

Do You Support These Proposals?

1. Strongly Disagree
2. Disagree
3. Agree
4. Strongly Agree



**Wiltshire
Fire & Rescue
Service**

Any Questions?

Your Safety: Our Priority



**Wiltshire
Fire & Rescue
Service**

Contact Details

Station Manager

Scott Taylor

07876397197

01380 731114

Scott.taylor@wiltsfire.gov.uk

Your Safety: Our Priority

Draft Campus proposal frequently asked questions – September 2011

The following answers are intended to provide a response to general questions which people ask about campus proposals. Each campus proposal will be different and this document is intended only to provide answers to questions often raised by Shadow Community Operations Boards as they begin their work. The answers provided are not intended to pre-empt any formal decision making processes.

Glossary:

Wiltshire Council's Cabinet	The Cabinet is the executive branch of Wiltshire Council. It consists of the leader of the council together with at least two, but not more than nine members of the council appointed to the Cabinet by the leader of the council. The Cabinet will carry out within the council's policy and budget framework all of the local authority's functions which are not the responsibility of any other part of the local authority, whether by law or under the constitution.
Area Board	The Area Boards are a new way of working to bring local decision making back into the heart of the community. They are a formal part of Wiltshire Council that try to find solutions for local issues such as road repairs, traffic problems and speeding in villages, litter, facilities for young people and affordable housing. People who work with the 18 Area Boards include councillors, community area managers, democratic service officers together with one member of the council's top decision making committee, the cabinet. It also includes the local NHS, fire and emergency services, police, town and parish councils, community area partnerships and many other groups.
Shadow Community Operations Board (COB)	A group of community representatives, determined by the Area Board and working under the auspices of the Area Board, who will influence, recommend and consider the detail of the emerging campus facilities both in terms of how they are designed and how they will operate on a day to day basis
Campus	A building, or buildings, in a community area that provide the services the community area needs in an accessible location. This may also include partner services.
Community Area	A community area is a group of electoral parishes which form a community area. More information about community areas can be found here

Questions re general context	
What is a campus?	<p>A campus is a building, or buildings, in a community area where people can access local services. Campuses could be new or existing buildings and may also be used to provide partner services. One of the main ideas behind campuses is to create flexible space which can be used more efficiently for a variety of purposes and by a variety of people or organisations.</p> <p>Community campuses will be developed through input from local people to ensure each campus is as individual as the community it serves. What a campus will look like, what services will be provided, or where it will go, will be community led and subject to extensive consultation with local people and partners.</p>
What will be in a campus?	<p>All campus buildings will include a shared reception, community space, accessible community IT, catering facilities and personal care facilities for disabled users. Other services, for example libraries, leisure centres and youth services, could potentially be included in a campus, along with facilities for individuals to meet with specialist services such as housing, revenues and benefits and any others that offer specific advice.</p> <p>The Shadow Community Operations Board has a responsibility to help define community need and make recommendations to the Area Board over facility specification and operations.</p> <p>This means that the Shadow Community Operations Board has a key role in engaging with the local community and are the key conduit for consultation with local communities. The Shadow Community Operations Board will also engage with and directly influence the design process for the community campus to ensure that the needs of the wider community are reflected in the design and operation of the campus facilities.</p>
Why are Wiltshire Council looking to	The aim of a campus proposal is to make maximum and efficient use of the council's

develop campus proposals?	<p>buildings – both new and existing – and create campuses that deliver more for local communities.</p> <p>One of the main ideas behind campuses is to create flexible space which can be used for a variety of purposes and by a variety of people or organisations.</p> <p>Having a campus also creates opportunities for a variety of organisations to work with the council and benefit from similar improvements in terms of better service delivery at lower cost and thus be more sustainable in the longer term.</p> <p>The campus proposals build on the principles established in the leisure review, conducted during 2010 which proposed investment into facilities across Wiltshire and the potential to transfer some facilities to local community management. The outcome of the leisure review is to be delivered via the Transformation Programme, through the development of campus proposals. The principles of the leisure review remain– the difference is that any transfer of management or responsibility will be done within the wider context of how potentially all campuses could be managed as opposed to separate solutions for each campus or leisure facilities. It is hoped this approach to transfer would ensure services are sustainable in the long term and it allows the Council to further test the proposal before committing to any transfer.</p>
Who will decide our campus goes ahead?	<p>On the 15th of February 2011 Wiltshire Council's Cabinet approved a paper which outlined the principles of developing campus proposals across Wiltshire, along with identifying pilot areas where the principle of community led management can be tested.</p> <p>It is ultimately local elected Members who will decide whether to approve the submission of a campus proposal to Wiltshire Council Cabinet. In turn Cabinet will decide if they wish to provide the finances required to go ahead with the campus development.</p> <p>The development of campus proposals will be directly informed by local people</p>

	through extensive consultation, which will be facilitated by the Shadow COB. The initial phase of consultation is an essential part of the process to ensure services included in a campus proposal are what people across the whole community feel are needed now, and the Shadow COBs will encourage as many people as possible to feed in their views throughout the process
Have you looked at what it would cost to run existing buildings cheaper? Is there no cheaper option?	The current ageing and largely inefficient dispersed estate is simply unaffordable over the medium to long term and in some cases no longer provides an appropriate service to local people. The most affordable option for safeguarding local services and to ensure long term sustainability is to reduce the amount spent on running these buildings by co-locating them on a single site in a modern, efficient and fit for purpose building.
Who are the Shadow Community Operations Board and what is their role?	A Shadow Community Operations Board (Shadow COB) is a group of community representatives, determined by the Area Board and working under the auspices of the Area Board, who will influence, recommend and consider the detail of the emerging campus facilities both in terms of how they are designed and how they will operate on a day to day basis The Shadow COB have a key role in representing the views of and consulting with the local community about campus proposals.
Questions re co-location	
How will it be run - will the community be expected to run it?	If approved by the Area Board, the Council will be exploring potential community led campus management through the implementation of a Shadow Community Operations Board. This will form part of a pilot project that will be carried out in areas across the County. For the duration of the pilot the Council will retain responsibility for the majority of services operated from the campus.
Who will use the shared desk space?	Shared desk space – or hotdesking space – would be for use by community-based council and partner staff working in the area. For example this may be Social workers or Neighbourhood Policing team staff or other partners as necessary or appropriate. There will also be ‘touch-down’ space for use by other council officers who have

	<p>arranged to see customers in the campus e.g. from the Housing or Planning services among others</p> <p>Further desk space could be available for other partners such as local town and parish councils or voluntary/community sector groups. If approved by the Area Board, it is intended that a Shadow Community Operations Board consider this aspect of collocation and make recommendations.</p>
<p>Will people in existing facilities lose their jobs?</p> <p>Will jobs at the campus be offered to local people first?</p>	<p>For many of the proposed services trained staff will still be required to operate within or from the campus however the intention of the campus project is to co-locate services on a single site, which could potentially lead to some economies of scale in staffing in some areas e.g. shared reception areas.</p> <p>In the event that additional staff are required then an equitable recruitment process would be carried out.</p>
Questions re transport	
Will people need to pay for parking?	This has not yet been determined as it will be considered as part of a travel plan. If approved by the Area Board, a Shadow Community Operations Board will also have a role in representing the community's views on this matter and making recommendations for consideration.
Questions re project funding	
Where will the money come from?	The project would be funded through the council's capital programme.
Is there a chance that we could run out of money half way through the project, having abandoned existing facilities?	<p>Unless closure is absolutely necessary for public safety reasons it is intended that existing facilities remain open until new campus facilities are available for the public.</p> <p>Funding from the capital programme has been committed to the first tranche of campus projects, including Melksham, and has been programmed in to council spend over the relevant financial period to ensure the project can be completed.</p>
Will local / Wiltshire-wide Council tax go up to pay for it?	No, the capital funding for the programme is budgeted within the council's current business plan.
How long will it take to recoup the costs?	In the long term a single site campus facility offers significant financial savings, but the

	<p>exact detail of the business case will not be possible to develop until the design and planning stage of the building and the location is identified by members.</p>
<p>Is the project ring fenced and have the funds been allocated?</p> <p>Is there is a need for a campus when Council services are being cut and could the funds could be more sensibly used to improve other services?</p>	<p>The project would be funded through the Council's capital programme. The capital funding for the programme is budgeted within the Council's current business plan.</p> <p>Community campuses will be developed through input from local people to ensure each campus is as individual as the community it serves. What a campus will look like, what services will be provided, or where it will go, will be community led and subject to extensive consultation with local people and partners. You can have a direct influence in this by taking part in the consultation process as outlined below.</p> <p>The aim of the campus proposals is to make maximum and efficient use of the council's buildings, both new and existing, while delivering more for local communities. One of the benefits that Wiltshire Council is seeking to achieve from the development of campus facilities across the county is that the Council's estate is reduced. Broadly speaking the Council is looking at a 40% reduction in the future operational costs across all estate (this is an estimate based upon an initial assessment of the Workplace Transformation Programme which preceded the Transformation Programme).</p>
Facilities in a campus proposal	
<p>Will there be disabled [swimming] baths with hoists?</p>	<p>The campus and all its facilities would be fully accessible for disabled users, above and beyond the standard statutory building requirements. This includes the swimming pools.</p>
<p>Will all local services and facilities be included in a campus?</p>	<p>There are a number of benefits of co-locating services in one place, which are outlined in the „benefits of Co-location“ document, which is available on the campus pages on the Council's website.</p> <p>The services provided within any campus will be, within reason, defined by community need and advised through the consultation process and work done by the Shadow COB.</p> <p>The development of campus proposals provides the opportunity for considering how</p>

	<p>services are currently provided and if there are any gaps in provision so improvements can be made.</p>
<p>For meeting Council officers will it be appointment-based?</p>	<p>A single reception desk in the campus, manned by council staff, would be able to assist with the majority of customer enquiries. However if a member of the public wanted to speak to an officer from a particular department – the majority of whom are based in office ‘hubs’ – it would be necessary for customers to make an appointment or to attend ‘surgeries’ whereby staff would be available to meet local people and deal with specific enquiries</p> <p>It should be noted that if approved by the Area Board, a Shadow Community Operations Board would be able to review the services offered in the campus in order to ensure the services best respond to local need.</p>
<p>Will GPs surgeries be replaced by one at the Campus?</p> <p>What will be in the health centre?</p> <p>Are health services putting money into it?</p> <p>Has the NHS/health services agreed to it?</p>	<p>GP surgeries are primarily privately-run businesses which would not be replaced by a community campus.</p> <p>However, subject to the agreement of any future Shadow Community Operations Board (assuming approval by the Area Board) we would continue to explore opportunities with the health sector regarding their involvement in a campus, as we do across the emerging campus estate.</p>
<p>Facilities Management</p>	
<p>Who will ensure that different groups and users of a campus have enough time and space to use facilities according to their requirements?</p>	<p>The Shadow COB has a key role in engaging with the local community and are the key conduit for consultation with local communities. The Shadow COB will also engage with and directly influence the design process for the community campus to ensure that the needs of the wider community are reflected in the design and operation of the campus facilities.</p> <p>Any management arrangements for a new campus facility will be ultimately determined by Cabinet but the Council is seeking to base them on the recommendations that will be made in due course by the Shadow COB.</p> <p>The Council is currently testing out community-led management, under the auspices</p>

	of the Area Board in each of the pilot areas, and the current timeframe dictates this will operate until around April 2013 when the Council may formalise community-led management. It must be stressed that no formal decision has been made and the Council is looking to assess the current shadow arrangements before considering any formal decision.
Will people need to pay for multi-purpose meeting rooms?	A charging structure associated with the use of facilities within a campus, including the multi-purpose meeting rooms, has not yet been established so it is not possible to say at this early stage. However, accessibility and maximising use of the facilities will be critical to the success of a campus therefore it is reasonable to suggest that the Council would consider concessions of use and recommendations on charging from any Shadow COB be considered.
Sustainability	
Will a campus use sustainable materials and have power and heating through renewable energy?	<p>Any design brief where the Council is commissioning a new build or a refurbishment of a building will include specific reference to sustainable and sensitive building methods. In addition the Council will expect any design team to consider the long term operational sustainability of a building and to ensure there is minimal impact on the environment.</p> <p>The above will need to be demonstrated through both the formal consideration and approval process (Area Board and Cabinet) and when a proposal is submitted for planning consideration.</p>

Broad benefits of co-location

Wiltshire Council is proposing significant investment into the improvement of public services across Wiltshire, with the intention of providing enhanced and extended services whilst securing long term savings in terms of operational costs and environmental efficiencies.

Investment is proposed through the development of community campus facilities. A community campus is a building, or building, in a community area which provides the services the local community need in an accessible location.

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 and underpins the development of the Shadow Community Operations Boards.

In general terms, the key benefits of co-locating services are broadly:

- Accessible facilities that accurately reflect the specific needs of the local area being served.
- Combining point of contact arrangements and improving accessibility to services.
- Exploring and developing the synergies between how individual services are managed at a community level to maximise availability and customer access.
- Working with communities to develop a coherent and effective volunteering policy.
- Working with partners.
- Being able to ensure long-term flexibility in terms of use of the building space is fundamental to the design.
- Reducing the present overall risk to the Council of providing aging, disparate and inefficient buildings.
- Developing and providing efficient buildings that are designed for the purposes identified
- Reducing the Council's estate where appropriate, will produce an estimated 40% reduction in operational costs across all estate (*this is an estimation based upon an initial assessment of the impact across Wiltshire*).

There are a number of challenges associated with the provision of some frontline services outside a campus facility:

- Those services excluded from the campus will not benefit from the opportunity for cross-service use, e.g. in a single campus customers may use services they would not ordinarily use as they are on a single site and more accessible.

- Those services not included within a campus would need to continue to meet all service specific costs such as staffing for reception and office administration whereas in a campus these costs and resources could be spread across services.
- Those services excluded from a single site campus are unlikely to benefit from the suggested co-ordination of management and points of contact arrangements, e.g. some services such as the library service would benefit from extended opening hours within a campus scenario without having to find the additional resource to improve the service on an alternative site.
- Services remaining in their current location may suffer from an inability to further develop the service due to constraints of the current building
- In the long term there will be a need to balance investment priorities and those facilities that house more services will be more likely to be considered a priority, e.g. where resources are stretched investment into a single site campus requiring maintenance would be likely to take priority over investment into an outdated single service building in the same locality.
- In a time of significant budget pressures, services which cannot benefit from efficiencies resulting from co-location would find it more difficult to offer reductions in operational costs without adversely impacting front-line services, e.g. financial cuts, if necessary, could be considered in the context of a number of services together rather than single services identifying potential ways in which to reduce the cost of operating.
- Current buildings are broadly outdated and inefficient and do not offer the same operational or environmental efficiencies or long term savings that a new campus building would create, e.g. the development of a new building allows for modern design ensuring the building is cost effective, efficient and sustainable.
- The Council is proposing significant investment into services across Wiltshire and as such it has a duty to provide high-quality accessible facilities and services across all functions. It would be difficult to justify excluding a single service from the campus and continuing to provide it in a lower quality building where the option of extended use and opening hours would be significantly more costly to provide.

CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

Campus & Operational Estate Management Workstream

Draft Terms of Reference for Shadow Community Operations Board

1 Background

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

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

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

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

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

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

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

2 Campus Management Principles

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

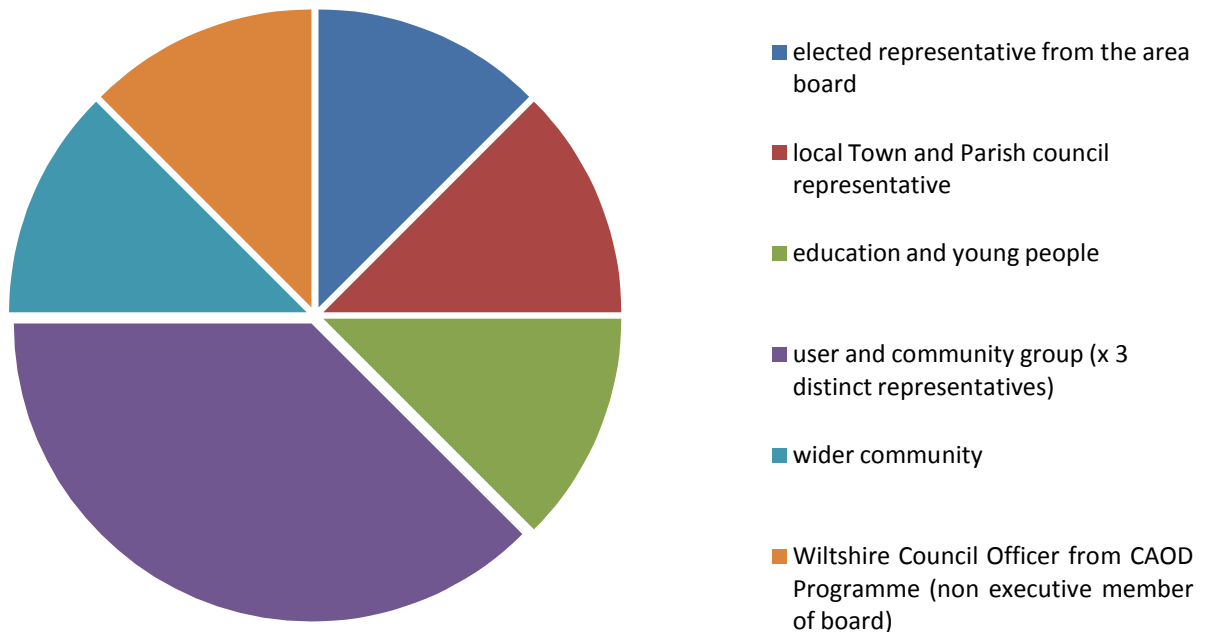
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.

Version3 – 5/4/11

- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the localisation of service delivery.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering and community involvement
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Provide accessible local decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

3 Membership

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



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

4 Roles and responsibility

4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability for the preliminary management project and ensure the workstream principles are met.
- (ii) As required by the Area Board, to effectively manage the communications of the project within the community area and to liaise with the officer working group to ensure any locally focused communications plan complements the wider strategic communications plan.

- (iii) To make representation to the Area Board based on ongoing community engagement and consultation to determine or recommend levels of services provided within each phase of the project.
- (iv) To work with the Area Board to identify local partners and facilitation and support of sustainable partnership working.

4.2 Responsibility for outcomes

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

4.3 Project coordination and reporting

- (i) To develop a community led action plan that clearly sets out the approach the shadow board will take and seek Area Board approval for this
- (ii) To assist the Campus and Operational Delivery Team in developing, managing and monitoring the progress and delivery of an action plan
- (iii) To assess any potential risks and advise the Campus Management Working Group and Area Board accordingly.
- (iv) To develop a marketing plan and strategy, to be supported by the Council, that sets out the proposed approach to maximising sustainable community use of the campus facility, subject to approval by the Area Board and Wiltshire Council Cabinet
- (v) To ensure a co-ordinated community approach to the engagement, development and operation of a campus facility.
- (vi) To report progress and make recommendations to the Area Board and officer working group for improved services, community orientated services based upon need, facility development and local opinion
- (vii) Partner role in the wider not for profit distributing management options and governance appraisal

4.4 The role of Wiltshire Council

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

5 Outcomes

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

6 Confidentiality

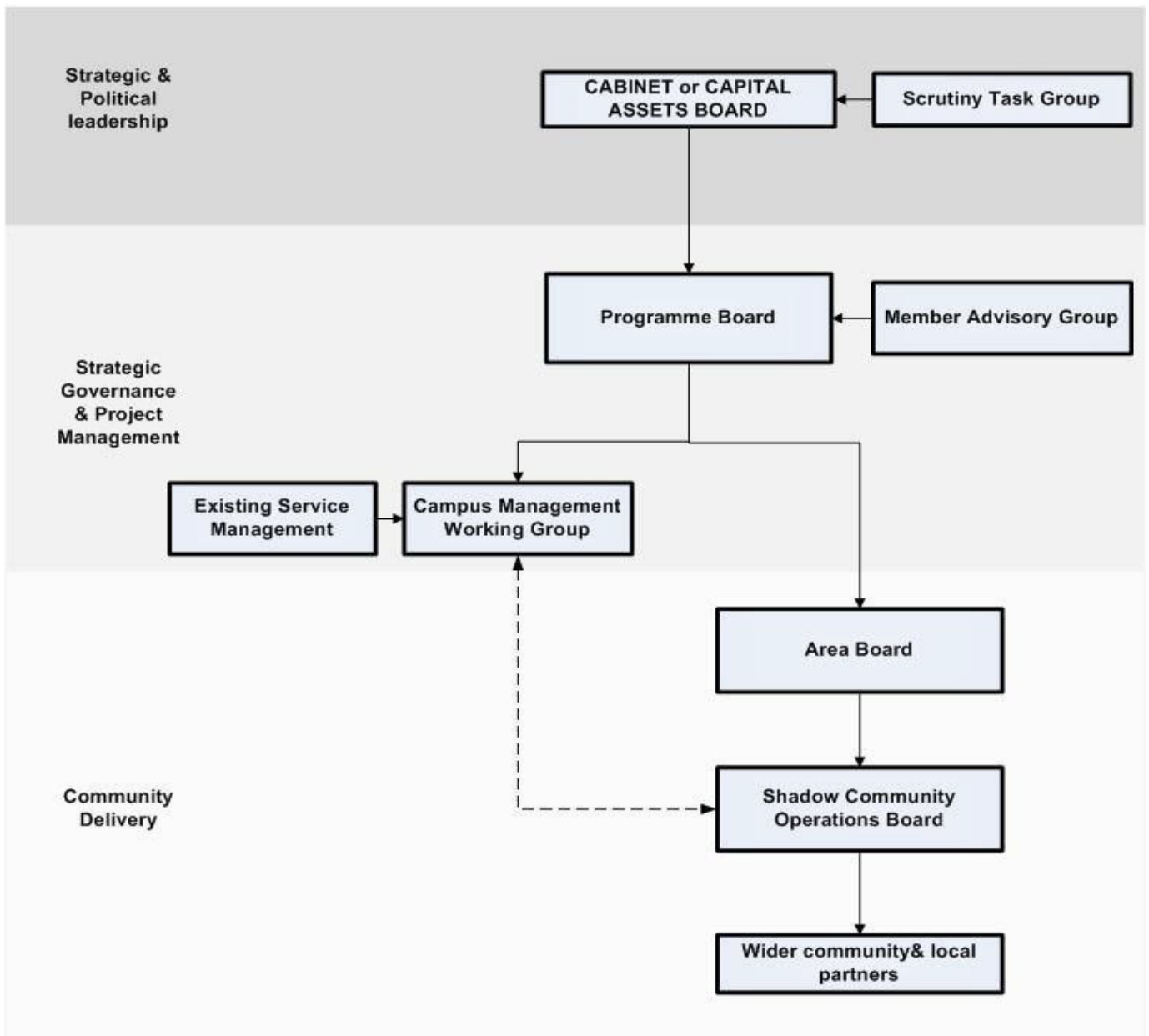
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or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

7 Governance Arrangements

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

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

Preliminary Management Project Governance Arrangements



Cleveland Bridge Weight Restriction

Bath and North East Somerset (B&NES) Council are proposing to implement an experimental weight restriction in Bath between the A36 Bathwick Street and the A36 Beckford Road (commonly known as the Cleveland Bridge restriction). This restriction will effectively prevent a significant proportion of large HGVs (those over 18 tonnes) from travelling through Bath along the A36 and will inevitably have some impact on other routes including some in Wiltshire.

The traffic order has been proposed to address road safety issues, intimidation and air pollution within the London Road area of Bath. This 'experimental' order allows B&NES Council to implement the restriction without the usual formal requirements / consultation of a normal traffic order for a period of 18 months. It also allows B&NES Council to implement the restriction without robust evidence or modelling; instead, B&NES Council will monitor the situation as it occurs. Significantly, the experimental order only allows representations to be made during the first six months of the order period. After the full 18 month period, the order can be made permanent.

Wiltshire Council, other neighbouring authorities, the Highways Agency, various community / parish groups and Area Boards have opposed this restriction on the basis that robust evidence and consultation has not been provided, and that the restriction is being proposed on a route that is part of the primary route network. It is considered that B&NES Councils evidence to support their assessment of the likely redistribution of HGV traffic particularly on Wiltshire roads is unrealistic.

A challenge to the legitimacy of placing a restriction on a Primary Route has been raised against B&NES Council first informally, and then by a Freedom of Information request. As stated Under EU Directive 89/460/EC, the Primary Route Network (of which the A36 forms a part) must provide unrestricted access to 40 tonne vehicles. This was recently re affirmed in the DfT's *Guidance on Road Classification and the Primary Route Network* (March 2012). Therefore placing such a restriction on a Primary Route as intended appears contrary to this directive. The guidance also states that *'Unless the agreement of all affected authorities can be obtained, including the Highways Agency where appropriate, then changes to the primary route should not be made'*. There are clearly still objections and the challenge to this scheme still remains, with B&NES Council withholding information on how the EU Directive can be denied, under legal advice.

Although opposed, B&NES council have decided to continue with this scheme and implementation has recently been delayed until June to allow Wiltshire Council time to purchase and place monitoring equipment within the County's boundary to record the 'before and after' traffic effects of the scheme.

It is understood that B&NES Council intend to produce a report by the end of April on the informal consultations that they have carried out to date. Prior to formally advertising the

experimental order in June, B&NES Council propose to carry out a further selective round of informal consultation with those who have made a previous representation.

Given the limited nature of this consultation, if you consider that B&NES Council's proposed restriction may affect your community, please send your comments to [Councillor Roger Symonds](#) of B&NES Council.

10 Middle Rank
Bradford on Avon
BA15 1NL

Cllr Roger Symonds Cabinet Member for Transport
Bath and North East Somerset Council
The Guildhall
High Street
Bath BA1 5AW

24th April 2012

Dear Councillor Symonds,

Cleveland Bridge Restriction

We, members of Bradford On Avon Lorry Watch, are writing to express our deep concern over the announcement that Bath And North East Somerset Council intends to impose an 18 tonnes weight restriction between the A36 Bathwick Street and the A36 Beckford Road (known as Cleveland Bridge).

Bradford On Avon Lorry watch is a group of volunteers who mount a watch on the Town Bridge in the centre of Bradford On Avon which carries the A363 over the river Avon. The Lorry Watch is made up of more than 60 Bradford on Avon residents who, with the approval and co-operation of Bradford On Avon Town Council and the Trading Standards Department of Wiltshire Council, mount a continuous watch on the Town Bridge every weekday-all day and report details of all vehicles crossing the bridge which exceed the bridge's official, 18 tonnes weight limit. Lorry Watch members undertake this task purely out of concern for the well-being of their town and of their fellow citizens and because they are acutely aware of the serious problems which traffic, and especially **large vehicles**, cause both to the historic fabric of the town.

Bradford On Avon has a serious traffic problem. Already pollution levels due to traffic in the town centre are well in excess of national guidelines. Large, heavy vehicles attempting to drive through its narrow streets greatly exacerbate this problem, not only on account of the pollution which they generate, but on account of the excessive congestion which they create in the town. Large, heavy vehicles damage the historic fabric of the town through the vibration which they cause. Large vehicles are a source of particular danger to pedestrians. In the months since the Lorry Watch was instituted at least two pedestrians walking across the Town Bridge have been injured by vehicles.

The Lorry Watch was started out of people's deep concern over the problem caused by large vehicles using the centre of the town and in the hope that, by reporting offenders the number of large vehicles coming through the town might be reduced. Since Lorry Watch began, last October, the number of overweight lorries crossing the Town Bridge has been halved, at the time of this letter nearly 900 lorries have been reported being in contravention of the lorry

ban. You can imagine the alarm and distress caused among Lorry Watch volunteers and the very large number of other residents of Bradford On Avon who have supported the Lorry Watch, when we learned from Bath and North East Somerset Council that it intends to impose an 18 tonnes weight limit on the A36 Cleveland Bridge in Bath, and the effect that that this is likely to produce on the number of large lorries that will choose to come through Bradford On Avon on the A363 in order to rejoin the A36 without crossing Cleveland Bridge. Our dismay was greatly increased when we learned that, by implementing this weight restriction by means of an “experimental weight restriction”, BANES appears to be seeking to avoid the usual requirements for a thorough prior consultation with concerned parties and neighbouring local authorities which are likely to be affected and avoid the need to provide robust evidence or modelling in support of the order. We understand that the Highways Agency and neighbouring local authorities have opposed the restriction. We further understand that the restriction is being imposed *in spite of EU directive 89/460/EC* .

We are not convinced by your authority’s suggestions as to the routes likely to be followed by drivers of HGV’s when they find that Cleveland Bridge is closed to them. The chances of them opting to go round through Bristol, or diverting to the A350 or the B3105 through Trowbridge or Holt and the outskirts of Melksham seem very slight, because each of those routes adds considerable mileage and time to their journeys. It seems to us very likely that a large proportion of HGV drivers who find that they are prevented from using the A36 at Cleveland Bridge will take the shortest and most convenient route *through the middle of Bradford on Avon*. This will undo all the progress that we Bradford On Avon Lorry Watch volunteers have made in reducing the number of heavy lorries and level of traffic congestion and pollution in our town. It will have an adverse impact on the health and safety of people living and working in Bradford. It will make the town a less convenient and pleasant place in which to work, shop or spend leisure time. Bradford’s economy is heavily dependent on tourism and visitors already comment adversely on the volume and congestion of traffic. Reducing the damage caused to the town’s economy by heavy traffic has been one of our goals in volunteering to mount the Lorry Watch. Now, by imposing this new restriction on the A36 Cleveland Bridge, starting in June just as the visitor season reaches its peak, you are likely to negate all our hours of watching and reporting through the worst of the winter weather.

We urge you most earnestly to urgently reconsider the planned 18 tonne weight restriction on the A36 Cleveland Bridge at least until there has been a proper chance for a thorough consultation with all interested parties, proper surveys have been conducted and a thoroughly researched and considered set of alternative routes and provisions has been drawn up.

Yours sincerely

Stephanie Ridout

Bradford On Avon Lorry Watch Coordinator

Note of Bradford on Avon Community Area Transport Group held on 5 March 2012

Committee Room 8, County Hall, Trowbridge

Present:

Malcolm Hewson, Wiltshire Councillor (Chairman)

Rosemary Brown, Wiltshire Councillor

Trevor Carbin, Wiltshire Councillor

Linda Conley, Wiltshire Councillor

Gwen Allison, Bradford on Avon Town Council

Martin Moyes, Holt Parish Council

Bob Broadhead, Limpley Stoke Parish Council

Matthew Midlane, Monkton Farleigh Parish Council

Ian Richardson, Westwood Parish Council

Linda Ladner, Winsley Parish Council

Alan Mines, Keith Brendish, Wingfield Parish Council

PC Martin Barrett, Wiltshire Police

Andy Cadwallader, Area Highway Engineer, Wiltshire Council

David Thomas, Traffic Engineering Manager, Wiltshire Council

Spencer Drinkwater, Principal Transport Planner, Wiltshire Council

Peter Dunford, Community Area Manager for Bradford on Avon, Wiltshire Council

1. Apologies

None.

2. Notes of CAT-G meeting on 9 January 2011

Agreed.

3. A36 Cleveland Bridge, Bath

Spencer Drinkwater gave an update. Bath and North East Somerset Council has refused to pay for joint monitoring of HGV vehicle movements, so Wiltshire has had to commission its own counts at a cost of £ 20,000. Locations include A350 Semington, A350 Westbury, A363 Farleigh Wick, A363 Cock Hill, and B3105 Staverton.

B&NES has also not published the outcomes of any consultations on the issue and no signage plan. The Police have not even seen the proposals. It seems they are some way behind their original timetable of Spring 2012 for implementation.

No response has been received from the Information Commissioner and the MP is chasing this. No weight limit should be allowed on a primary route.

AGREED: To invite Councillor Roger Symonds, Cabinet Member for Transport at B&NES Council, to report on progress to the Bradford on Avon Area Board meeting on 16 May.

4. Additional £ 25, 000 funding from Area Board in 2011/12 – ideas for quick wins

The following programme of minor capital expenditure was negotiated through discussion:

Wingfield Phase 3 footways (programmed for April)	£ 6, 000
Westwood Signing of the Nursery School with associated carriageway markings Resiting of advance carriageway width limit sign to make more visible 2 no School warning signs 2 no 'SLOW' markings adjacent signs 1 no advisory carriageway width sign mounted on existing 20 mph sign 1 no removal of existing advisory carriageway width sign	£ 538
Newtown, Bradford on Avon 2 no flexible bollards within buildouts Road Closure Order	£ 3, 406
Limpley Stoke On carriageway footway on Woods Hill Road Closure Order	£ 1, 942
Limpley Stoke On carriageway footway at Midford Lane	£ 910
Limpley Stoke Feasibility Study for pedestrian route along Lower Stoke Match Funding contribution from Parish Council	£ 6, 738.10
Bradford on Avon Dropped Kerbs – see appendix Match Funding contribution from Town Council	£ 7, 497
Wingfield, Church Lane Dropped Kerbs	£ 1, 666
Total Costs	£ 28, 697

Matching Contributions	£ 3, 800
Grand Total	£ 24, 897

AGREED: To recommend the above programme, to the value of £ 24,897, to the Bradford on Avon Area Board for funding from its 2011/12 budgets.

AGREED: Matching contributions of £ 2,000 from Bradford on Avon Town Council and £ 1,800 from Limpley Stoke Parish Council to be levered into the programme.

Note: This expenditure will result in current budgets being fully spent up. A further £ 10, 602 will be available to the Bradford on Avon CAT-G in 2012/13, representing a stand-still budget on current funding levels. The Substantive Highways Scheme will be available again in 2012/13 with an enhanced budget of £ 250,000 available to bids on a competitive basis.

5. Update on CAT-G priorities:

i) Trowbridge Road, Bradford on Avon – traffic calming and Puffin Crossing

Parked cars and two way traffic resulting in large vehicles mounting low pavements, need for markings on the footways or bollards to deter. A radical solution would be to remove on street parking but this would not be popular with residents or politically acceptable. The crossing is recommended in the School Travel Plan but has not yet been confirmed in the capital programme.

AGREED: No feasible solution currently on the table, drop as a CAT-G priority.

ii) Holt Zebra Crossing

Now approved and timetabled for construction from 10 April for 2 weeks.

iii) Wingfield Phase 2 Footways

Phase 2 footways implementation starting 12 March with Phase 3 to follow-on.

iv) Westwood on-carriageway footways

Road patching work carried out late February, footway painting early March.

6. **Other urgent matters:**

i) **Historic Core Zone**

The next meeting of the HCZ Working Group is on 7 March, hosted by the Town Council and attended by highways officers from Wiltshire Council and Mouchel.

ii) **Budbury Place Car Park, Bradford on Avon**

Site visit by Councillors still awaited. Report back to Area Board.

ACTION: MH to visit Budbury Place Car Park with HAG and report back to Area Board in May to agree action.

iii) **Well Path, Bradford on Avon**

Andy Cadwallader reported that the Council had now agreed to stabilise the wall and reclaim the monies from the owner once ownership has been established. Quotes being sourced, costs in the region of £ 15-20,000. Once works complete the Closure Order on the path can be removed.

iv) **Bus Shelters on Berryfield Road**

Referred to and approved by Bradford on Avon Town Council.

v) **Woolley Street, Bradford on Avon**

Issues of the state of the road/ pavement and congestion caused due to the volume and size of vehicles trying to pass parked cars. Possible solutions include introducing waiting restrictions (which would be unpopular amongst residents in Woolley Street and adjacent streets); reducing the speed limit to 20 mph; and stopping lorry traffic at either end (other than refuse vehicles and those loading/unloading).

ACTION: Councillor Brown to discuss solutions with 'Friends of Woolley'.

vi) **Coppice Hill**

Longstanding issue of illegal parking caused by holiday let. Police unable to enforce waiting restrictions at all hours. Resident, Mrs Seward, wishing to install bollard(s) outside her property. Wiltshire Council willing to commission the bollard and install for free, but unable to cover the cost of purchase.

ACTION: Letter to Mrs Seward to notify her of the proposal.

vii) Signage

Winsley Parish Council has identified:

- 1) Sign required from Bradford Road and Winsley by-pass to direct people to village amenities i.e. School, Pre-school, Doctors and Shop.
- 2) Sign to warn of emerging traffic from Avon Park as view of exit difficult and many of the drivers are elderly.
- 3) Dilapidated signs in Murhill (photos supplied).

Wingfield Parish Council has identified:

- 4) The placement of additional 40mph carriageway roundels on both sides of the B3109 to/from the X roads to/from 150m south of Chapel Lane to complement the relocation of the existing signage in Sept 2012.

(Note – Use of repeater signage in this location supported by PC Colwill in his June 2011 report to Highways)

As dangerous overtaking at speed is a serious problem in this location, the Parish Council would wish to bid for double white lines to be installed.

ACTION: Dave Thomas to investigate and provide costings

viii) Staverton Old Bridge

Concerns raised by Staverton Parish Council over the impact of a possible HGV ban in Bath and knock-on impacts to the infrastructure and volume of heavy goods traffic at Staverton Bridge. Request to make a formal application for a weight restriction to be placed on the bridge.

Officers have investigated and found there is no reason to impose a weight limit on any of the bridges through Staverton on structural grounds due to strengthening works in recent years. As reported at Item 3, it is unclear what is happening with regards to proposed HGV restrictions at Cleveland Bridge in Bath.

Trevor Carbin voiced his concerns at the volume of traffic passing through the village and supported a 20 mph speed limit at the old bridge junction.

Dave Thomas reported that the report on the 20 mph trials in Wiltshire would be complete by Summer 2012.

7. Deployment of Speed indicator Device

The Bradford on Avon community area currently only has one Speed indicator Device (SID) regularly deployed in its area, at the B3109 in Wingfield. There is therefore capacity to identify further sites for deployment.

Following a 'metrocount', Moulton Drive in Bradford on Avon has been assessed as eligible for Community Speed Watch but the community has been unable to raise sufficient volunteers to implement the scheme.

As a special case under the directive of the Area Board, a SID could be deployed on site for a 2 week duration on rotation every 3 months. A further metrocount would be taken in 12 months time to assess the impact of the SID.

ACTION: Partners agreed to recommend to the Area Board that a Speed Indicator Device be deployed at Moulton Drive, Bradford on Avon.

Dave Thomas clarified that other nominations for SID deployment on 30 mph and 40 mph roads suffering from excessive speeding could be considered by the Area Board. Trevor Carbin recommended the B3105 at New Terrace, Staverton.

ACTION: Re-circulate the criteria for Community Speed Watch to the Town and Parish Councils as a reminder of the process for reporting speeding issues

8. C and Unclassified Roads - Speed Limit Review Programme

Dave Thomas circulated a map and list of the C Roads in the community area together with collision rates. Nominations were sought for a maximum of 3 C class and Unclassified roads to be assessed in 2012/13.

ACTION: The following routes were agreed for assessment under the Speed Limit Review Programme: C225, C213, C217

9. Waiting Restrictions Review

Following some mis-communication with the Town and Parish Councils on this newly delegated power, the deadline for responses has been extended. Covers proposals for residents' parking and yellow lining.

10. Any other Business

Clarification was requested on Wiltshire Council's policy on flyposting following some illegal activity in Wingfield. The Parish Stewards have powers to remove unauthorised posters etc.

ACTION: Andy Cadwallader to investigate flyposting in Wingfield.

Gwen Allison reported that adjustments had been authorised to the barriers at Church Lane.

Concerns have been notified to Linden Homes regarding implementation of the one way system through the Kingston Mills development as there have been instances reported of 'near misses' at the entrance outside Budgens caused by vehicles exiting onto the main road.

11. Date of Next Meeting

Monday 18 June, County Hall, Committee Room 8 at 4pm.

Bradford on Avon Area Board – Community Area Transport Group

Requested Traffic and Transport Schemes at March 2012

Ref	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
1	Bradford on Avon	Trowbridge Road	Traffic calming (between Junction Road and Poulton) Kerb Alterations and Cycleway	Prioritised by Community Area Transport Group Site visit held on 22 March 2011 to consider pedestrian safety on northern footway. Bollards considered inappropriate. Possible solution would be to create a margin strip, say 300mm wide, at the front edge of the footway to encourage pedestrians to stay away from the kerb A 'street print' pigmented asphalt has been costed at £ 12,000. Dave Thomas doubtful as to the cost-benefit of this solution. A cheaper solution would be a Traffic Regulation Order to ban on-street parking and replace with double-yellow lines, although this would be highly contentious with local residents.	Initial assessment complete Further discussion to be held (Malcolm Hewson/ Rosemary Brown/ Gwen Allison/ Dave Thomas)			
2	Bradford on Avon	Bath Road/ Mount Pleasant	Traffic Management	De-prioritised by Community Area Transport Group Site visit held on 22 March 2011 to consider narrow footways and a generally unpleasant area for pedestrians. Low cost solutions include waymarking the existing walking route through the community centre car park and church yard using colour surfacing and finger posts. Higher cost options include setting back	Dave Thomas to seek highway and footpath surfacing upgrades along Bath Road and Mount Pleasant Rosemary Brown to facilitate a meeting with the committee of the Mount Pleasant			

				<p>the wall to the Lambert Rooms; resurfacing the carriageway and footways, new kerbs; and to narrow the carriageway slightly where this can be achieved.</p> <p>Monitor programme of major highways works for opportunity to achieve improvements.</p>	<p>community centre, which includes Vicky Landell–Mills, Jocelyn Feilding and Jim Lynch</p>			
3	Bradford on Avon	Newtown	Traffic Calming	<p>Prioritised by Community Area Transport Group</p> <p>Site visit held on 22 March 2011 to consider concerns re pedestrian safety due to narrow footways or no footways. Plastic bollards may be suitable. Amendments to the alignment of the existing double yellow lines may help but measures need to be low key in keeping with the environment. Priority traffic flows not possible due to lack of intervisibility.</p>	<p>Local member to consult (Malcolm Hewson)</p> <p>Agree plastic bollard design; hold site visit at 17/18 Newtown</p> <p>Dave Thomas to seek revised cost estimate.</p>			
4	Bradford on Avon	Bath Road	Pedestrian Crossing near top of Winsley Road	<p>Consider as part of Historic Core Zone gateway</p>				
5	Bradford on Avon	Newtown	Abuse of free car parking restrictions causing nuisance in evenings and at weekends	<p>Parking Operations Manager aware of the issue</p>				
6	Bradford on Avon	Ashley Road	Traffic management	<p>Site visit held on 22 March to consider concerns that opposing vehicles are mounting the footways to get by each other due to parked cars. Solution could be single yellow lines and short lengths of waiting restrictions to create passing bays.</p> <p>School Travel Plan now published recommending promotion of walking, cycling, public transport journeys to reduce traffic on Ashley Road.</p>	<p>Local member to consult (Rosemary Brown)</p> <p>Walking/ Cycling/ Bus Map in production (through Climate Friendly BOA)</p>			

	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
7	Bradford on Avon	Moulton Drive	Speed limit signs to remind motorists of 30 mph limit	Eligible for Community Speedwatch but no volunteer interest shown. Request for 30 mph speed signs refused as contrary to policy.	Volunteer action required			
8	Bradford on Avon	Bailey's Barn	Missing link in cycle network	Not a priority for Sustrans. Included in Fitzmaurice Primary School Travel Plan	School Travel Plan identifies issues with land ownership, planning permission and funding for the project			
9	Bradford on Avon	Frome Road near Barge Inn	New road markings and signage needed to improve road layout/ safety	Refreshment of traffic calming white lining carried out in October 2011.				
10	Bradford on Avon	Historic Core Zone	Traffic Calming	Tendering for the detailed design of the Church Street/ Market Street junction; de-cluttering of street furniture; changes to parking and loading; design of gateways to HCZ	Contract now let, awaiting detailed design (Laura Gosling)			
11	Bradford on Avon	Town Bridge	Abuse of the 17.5 tonne weight limit, particularly by foreign lorry drivers	Lorry Watch scheme, backed by Wiltshire Trading Standards and supported by Area Board, Town Council, Wiltshire Police and Wiltshire Highways	Lorry Watch BOA to be launched October 2011			
12	Bradford on Avon	Town Centre	Programmed traffic lights on the outskirts of town to control traffic flow through the town centre	Consider as part of Historic Core Zone implementation	Laura Gosling			
13	Bradford on Avon	Coppice Hill	Illegal Parking by users of holiday cottage	Long-running issue requiring enforcement of parking restrictions. Installation of bollard may assist.	Bollard requires independent funding, planning permission and conservation area			

					consent			
14	Bradford on Avon	Greenland Mills	A petition has been received calling for reductions in the height of the traffic calming humps which are damaging the underside of cars	Officers unable to help as traffic calming constructed by the developer complies with the highways standards of the day and there is no duty on the Council to upgrade.	Independent funding for works required			
15	Bradford on Avon	Woolley Street	Pavement and road damage at 28-42 Woolley Street	'Friends of Woolley' seeking to slow traffic, stop lorry traffic and widen and repair the footpaths and carriageway.	Road to be inspected for possible footway reconstruction			
16	Bradford on Avon	Woolley Green	Intrusion of HGVs; lack of safe crossing point	Dangerous double bend. Speed limit being reduced to 50 mph. Proposals for pedestrian crossing awaited.	Referred to Town Council for further proposals.			
17	Bradford on Avon	Budbury Place Car Park	De-restriction sought on current 23 hour parking limit. Transfer of ownership to community association sought.	Site visit to be held with report back to next Area Board.	Local Councillors to visit (Malcolm Hewson/ Rosemary Brown)	March 2012		
18	Bradford on Avon	Conigre Car Park	Transfer to ownership of community association sought.	Discussions ongoing re. application for asset transfer				
19	Bradford on Avon	Well Path	Urgent re-opening of path sought.	Path closed due to dangerous wall and legal delays in identifying the owner. Secure fencing to be erected.	Malcolm Hewson to speak to Building Control Officer			
20	Holt	Near the School	Zebra Pedestrian Crossing	Prioritised by Community Area Transport Group Traffic Regulation Order published. 43 letters of support, 3 of objection. Closing date 23 January 2012.	Cabinet Report to recommend action.	By end March 2012	Cost £ 23,000 of which: WC £ 11K AB £ 5K HPC £ 500 FOHS £500 Fundraising £ 6K	

	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
21	Holt	Alongside the Recreation Ground	Footway improvements	Parish Council currently looking at possibility of funding a new footpath on the recreation ground. Fundraising ongoing.	Dave Thomas to investigate			
22	Holt	Old Glove Factory	Lack of signage to new Trust shop	National Trust negotiating a solution with Holt Parish Council	Awaiting further action			
23	Limpley Stoke	B3108 (Lower Stoke)	Provision of raised footway	<ul style="list-style-type: none"> A key walk to school route from B3108/ Winsley Hill to Freshford. Plus popular pedestrian and biking 'traffic' to / from the Mill, the hotels etc to the canal, estimated 500 people would benefit Roughly 10,000 vehicles per week use this road (tracked Autumn 2010). WCC have stated a painted pavement cannot be implemented in this section of road owing to road width and lack of pedestrian 'escape' points due to high walls. A raised footway is required to provide pedestrian safety and linkage to raised pavement in Limpley Stoke, linking to new painted pavement to Freshford. To allow space for a pavement, a traffic flow chicane will be required. Funding required for feasibility study	Estimated cost of Feasibility Study £ 10,000 Estimated cost of works £ 60-70,000 Gateway signs to village to be considered.			
24	Limpley Stoke	Upper Crowe Lane, Upper Church Lane	Traffic calming (30mph)	30mph to be implemented alongside 20mph pilot April 2011. Pilot coordinated by WCC Department for Neighbourhood & Planning.	Review of pilot phase			
25	Limpley Stoke	Middle Stoke, Woods Hill, Crowe Hill,	Traffic calming (20mph)	20mph pilot April 2011. Pilot coordinated by WCC Department for Neighbourhood & Planning.	Review of pilot phase			

Ref	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
26	Limpley Stoke	Midford Lane	Traffic calming	<ul style="list-style-type: none"> A key walk to school route for families from Midford Lane to Freshford linking across A36 with painted pavement on Church Lane. Plus popular cycling route linking both sides of the village. Speed reduction required on Midford Lane to reduce traffic intimidation – frequently used as a cut through to Bath. At least 100 households. Location 1, Midford Lane: A speed survey was carried out between 07/05/2010 and 14/05/2010. A total of 3952 vehicles were checked. The 85th percentile was 32.0 mph (the 85th percentile is the speed at which 85% of the traffic is travelling or below). The average speed of the vehicles checked was 26.7mph. Location 2, Midford Lane: A speed survey was carried out between 07/05/2010 and 14/05/2010. A total of 2995 vehicles were checked. The 85th percentile was 32.7 mph. The average speed of the vehicles checked was 27.3mph. Funding required for speed reduction implementation – signage etc. 	Reported to CAT-G, January 2012		Costed at £ 4, 845 (inc. Woods Lane)	
27	Limpley Stoke	Woods Hill	Traffic Restrictions	<ul style="list-style-type: none"> A key walk to school route to Freshford school, both down to Lower Stoke or up via footpaths to Middle Stoke. Also key route to local village pub, hotels, garage and Mill (offices). Used as a cut-through from BoA via Lower Stoke to A36 (to avoid Viaduct route) and by return. Estimated 4,000 cars per week. Exit onto A36 is dangerous; blind, sharp and steep. 	Reported to CAT-G, January 2012		Costed at £ 4, 845 (inc. Midford Lane)	

				<ul style="list-style-type: none"> The road itself is also narrow, with several sharp blind bends. Frequent reports of intimidation from residents on Woods Hill due to rush hour traffic. Funding required for feasibility study. Consultation with local residents in progress. 				
28	Limpley Stoke	A36 issues		Being addressed through Valley Parish Alliance	Monitor			
29	Monkton Farleigh	Near school	Congestion caused by agricultural vehicles and parked cars of parents on school run, putting children at risk	Suggest zig-zag 'keep clear' sign outside the school. Fund through road safety budget.	Officers to investigate further (Judith Billingham/ Ruth Durrant)			
30	Monkton Farleigh	To and from the A363 and Kingsdown	Rat-running traffic	Difficult to control; discussions ongoing with parish council re. signage and representations to satnav providers to control HGV traffic				
31	Monkton Farleigh		2 Pathways required	Reported to CAT-G, January 2012	Dave Thomas to investigate			
32	South Wraxall	Main road to Box	Recent fatality	Awaiting Coroner's report recommendations for action				
33	South Wraxall	From Plough PH down the hill	Pavement improvement	Reported to CAT-G, January 2012	Dave Thomas to investigate			
34	Staverton	B3105 New Terrace	Traffic Calming through signage or road markings	Regular speed checks by Police	Dave Thomas to investigate			
35	Staverton	Hammond Way	Pedestrian Crossing	Link to School Travel Plan process	School Travel Plan Co-ordinator to advise (Ruth Durrant)			
36	Staverton	Bridge	Concern at possible increase in HGV traffic due to re-routing of	Concern supported by Area Board and Highways Officers.	Programme of action being considered			

Ref	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
			HGVs away from A4/A36 in Bath	Formal application for weigh limit submitted by Parish Council.				
37	Westwood	Lower Westwood Road - between the New Inn pub and the junction to Upper Westwood and Avoncliff	Traffic Calming - virtual pavements	<p>Prioritised by Community Area Transport Group</p> <p>This part of the road is considered particularly hazardous for parents and children going to and from Westwood-with-lford Primary School, and any walkers to the pub or on Wiltshire trails. Lack of safety areas</p> <p>Carriageway condition is very poor and requires resurfacing to allow footway installation.</p>	Site Visit held on 22 June 2011.	Road patching Feb 2012, footway painting Mar 2012	Cost estimate £ 2,673	
38	Westwood	Lower Westwood Road - at the Freshford end between the junction to lford and the lford Manor coach entrance to the start of the pavement near The Pastures	Traffic Calming - virtual pavements	<p>Main concern relates to pedestrian vulnerability due to the volume of vehicles, their speed and the overall pedestrian usage levels.</p> <p>Some repairs required to road surface. Alternative of standard footway on existing grass verge needs to be investigated. It may be possible to provide a footpath within the field on the north side of the road.</p>	Undertake pedestrian and vehicle counts and establish costs of options (Dave Thomas)			
39	Westwood	Lower Westwood Road - near the junction to The Orchards leading to the Westwood Social Club	Pedestrian safety	Concern re. vehicles over-running the footway. Vehicles on main road use the junction bellmouth as a passing area and overshoot onto footway.	Detail design of minor amendments to kerbline with installation of bollard		£ 2, 000 works costs plus £3, 000 road closure costs	
40	Westwood		20 mph pilot scheme	Implemented April 2011.	Review of 12 month pilot phase	Autumn 2011/		

Ref	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
				Request that virtual pavements are installed during pilot phase	at mid term and full term	Spring 2012		
41	Westwood	Junction to Lower Westwood Road from Upper Westwood	Two sets of signs facing the wrong way. 'Except for Access' sign should be replaced with 'Access Only' sign	Reported to CAT-G, January 2012	Dave Thomas to investigate			
42	Westwood	Downside Nurseries	Move speed limit signs to the beginning of the built-up area outside the nurseries. Install warning sign with adult and child for added impact	Reported to CAT-G, January 2012	Dave Thomas to investigate			
43	Westwood	Upper Westwood	Install 20 mph repeater signs at suitable locations along Upper Westwood Road	Reported to CAT-G, January 2012	Dave Thomas to investigate			
44	Westwood	Westwood Nursery School	New signage needed to warn motorists of the nursery school and park	Reported to CAT-G, January 2012	Dave Thomas to investigate			
45	Westwood	Eastern approach to Upper Westwood	Move the speed limit sign forward in line with sign on opposite side of road; new 6'6" / Access only signs needed on Jones Hill in Bradford and the approach to Upper Westwood from Lower Westwood; remove sign 'Width limit 6'6" 1 mile ahead'	Reported to CAT-G, January 2012	Dave Thomas to investigate			
46	Westwood	Between Iford junction and county	Assessment of traffic calming and pedestrian safety	Reported to CAT-G, January 2012	Dave Thomas to investigate			

Ref	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
47	Wingfield	Phase 1- Magdalen Lane (A366) Phase 2- Layby to Crossroads Phase 3- Luds Lane to Bus Stop	Provision of Footway Provision of Footway Provision of Footway	Prioritised by Community Area Transport Group Costings for 4 stretches of footways at Magdalen Lane provided totalling £ 35,000. Parish Council has prioritised Layby to Crossroads as Phase 2. Possible implementation alongside Phase 2.	Phase 1 completed Starting 12 March 2012	August 2011	Phase 1 costs approx £5, 000 Costs approx £ 11, 500 Costs approx £ 5,000	July 2011
48	Wingfield	Frome Road	Speed Indicator Device	New metrocount confirms eligibility for SID. CAT-G requested to confirm deployment at Wingfield.	Deployment confirmed			
49	Wingfield	Frome Road	Relocation of 40 mph speed limit sign	Agreed to deliver in phase 2 of speed limit review implementation.	Parish Council to lobby for expedited action.	Sept 2012		
50	Winsley	Haugh	Signage to prevent lorries using inappropriate roads in village	Investigated - no problems found	Refer to Parish Council			
51	Winsley	Dane Rise	Speeding cars on rat-run	Limiting access to residents only is not possible as Dane Rise is a public highway to which the public have free and unencumbered access. Consider application to community speedwatch.				
52	Winsley	Turleigh	20 mph zone to prevent rat-running traffic					
53	Winsley	Turleigh	HGV signage to prevent oversize	Reported to CAT-G, January 2012	Parish Councils to be invited to			

			vehicles entering restricted lanes		identify signage requirements			
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INFORMAL ADULT EDUCATION IN WILTSHIRE

What is Informal Adult Education?

1. Informal adult education (also known as informal adult and/or community learning) refers to courses which are offered as leisure activities and not those which are focused on developing basic skills or qualifications relating to employment.

Why should we be concerned about Informal Adult Education?

2. Informal Adult Education contributes to economic and social well-being in communities. It can help with a variety of objectives including:
 - adult social care
 - health and well-being
 - crime reduction and community safety
 - democratic engagement
 - economic development.

What does Wiltshire Council do?

3. Currently, Wiltshire Council offers informal adult education through public libraries, its Family Learning Team and at Urchfont Manor College (which is due to close in September 2012).

Who else is involved?

4. Other providers who offer informal adult education include Wiltshire College, the Workers' Educational Association and Learning Curve, in addition to which there is a huge range of activities organised by groups and individuals taking place in communities across the county.

Does the council have to provide it?

5. Informal Adult Education is a non-statutory service for a local authority meaning that the council is able to decide the extent of its involvement in the planning and provision of the service.
6. Local Authorities may take a range of roles in relation to informal adult education, including direct delivery, strategic commissioning, shaping the new all age careers service, coordinating with the Work Programme and as key players in Local Enterprise Partnerships.

What does the Government do?

7. The government, through the Department for Business, Industry and Skills (BIS), provides financial support for informal adult education (which it mostly refers to as "community learning"). The government's support for community learning in Wiltshire is much lower than that provided to other comparable local authorities. Government funding to Wiltshire Council currently supports the provision of Family Learning which is focused upon improving the basic skill level of parents to enable them to support their children's learning.

8. BIS is reviewing its strategy to support community learning and is intending to use the public funding subsidy to support access, and progression in its widest sense, especially for people who are disadvantaged.
9. In the 2012/13 BIS will pilot different locally-based 'community learning trust' models to channel funding and lead the planning of local provision in cities, towns and rural settings. If this proves to be effective the model will be rolled out across England to begin full operation from summer 2013. The new trusts are intended to take account of the views of local government, local communities and local business leaders to ensure the purpose and objectives for the budget are implemented in ways that meet local need.

Why are we being asked about Informal Adult Learning now?

10. At its meeting in January, the council's cabinet decided to close Urchfont Manor by the end of September 2012 while recognising that future Adult Education Service provision, including local flexible delivery in line with the BIS proposals, will be determined by cabinet after consultation with service users, area boards, local communities and partners;
11. Wiltshire Council is taking this opportunity to undertake a review of its provision and support of informal adult education across the county.
12. This report seeks the views of the Area Boards on the council's future policy towards informal adult education.
13. The council is establishing a community campus in each community area. These premises could be used to offer accommodation for a variety of activities, including informal adult education.

Options for Consideration

14. Option 1 – Wiltshire Council to take no action in relation to informal adult education

The council does not have to get involved with Informal Adult Education. There are a number of adult education providers which are able to offer activities as and when they wish. Some receive government funding to support their provision while others rely upon payments by participants or support from other sources. The council has no current budget of its own to support informal adult education.

For:

Activities organised by Wiltshire College and other providers will continue
No financial risk to the council

Against:

Unable to seek government funding
Council and communities have little influence over what is offered
No continuation of activities run at Urchfont Manor College

15. Option 2 – Wiltshire Council to be a direct provider of informal adult education.

The council could continue to offer adult education direct to the public on a similar basis as the courses offered at Urchfont Manor College. The council would decide what would be offered, make all the arrangements and promote the courses. Unless a subsidy was available, the full cost would be charged to participants. Activities could be held on a residential basis, utilising suitable residential accommodation in the county, or on a non-residential basis.

For:

The council could use information from communities to decide what to offer
Some courses from Urchfont Manor College could continue in different venues
The council could ensure the quality of activities being provided.

Against:

Financial risk for the council
Depends upon the ability of participants to pay
The council will need to develop a system to organise courses, take bookings, etc.
May be seen as being in competition with other providers

16. Option 3 – Wiltshire Council to facilitate the provision of informal adult education at a local level.

Rather than be the organiser and provider of activities, the council could work through its network of area boards and community area networks to identify the demand for specific informal adult education provision in each community area. The demands will include provision for leisure learning and that needed to reach disadvantaged members of the community. The council could establish partnerships with adult education providers to share this information and meet this demand. Providers would be able to offer activities with reduced risk and in venues to suit the participants.

This approach would require the active involvement of members of the community area networks if it is to be delivered in a affordable way.

For:

Uses expertise and experience of other providers
Little financial risk to the council
Reduced financial risk to providers
Builds upon network of community areas
Providers and council able to bid for BIS funding

Against:

Level of activity may vary from one area to another
Will have to establish system to identify demand
Different providers use different systems

17. Option 4 – Wiltshire Council to coordinate and promote informal adult learning opportunities offered across the county.

Currently, every provider publishes their own prospectus and promotes their activities independently. With the support of education providers, it may be possible to collate this information to provide a single compendium of informal adult education in Wiltshire, both residential and non-residential. Such a publication (available on-line) could not only serve to improve access to informal adult education but may also encourage more education providers who would be able to promote their activities in a cost-effective way.

For:

Single source of information for participants

Joint promotion may increase take-up

Providers able to reach more people

Low cost to providers

Against:

Initial development costs

Difficulty in linking to providers' systems

Willingness of providers to contribute

What do you think?

18. The area board is invited to comment upon the options presented above.

19. The area board is invited to indicate which of the options it would wish to recommend to cabinet.

Next Steps

20. A questionnaire survey is available for completion by service users and members of the public.

21. The cabinet will receive a report in September 2012 on the outcome of the survey, together with the responses from area boards which will inform its decision on the council's strategy for informal adult education.

STEPHANIE DENOVAN

SERVICE DIRECTOR FOR SCHOOLS AND LEARNING

Report Author: Simon Burke
Head of Business and Commercial Services
Schools and Learning

Contact: Tel.: 01225 713840
simon.burke@wiltshire.gov.uk

Unpublished documents relied upon in the production of this report: None

Bradford on Avon Area Board

14/05/2012

Budget 2011/12

Budget Code: 30610

Area Board Discretionary Fund **£47,075.00**
 Roll forward from previous year **£11,627.40**
 Awarded **£58,431**
Balance : £271.40

Leverage		
projects	»»»»	£83,092
leverage	»»»»	1.4

Evaluation date checker		
Payment	»»»»	26/01/12
Eval due date	»»»»	29/07/12

Ref	Project	Applicant	Theme	Category	Contact	Received	Project Cost	Decision	Amount Awarded	Award date	Date sent to a/c	Eval due	Rec
boa/11/001	New footpath	Staverton Parish Council	Environment and land use	AB Grant	Contact	14/04/11	£980	Approved	£980	11/05/11	06/06/11	08/12/11	Yes
boa/11/002	Arts Festival	BOA Arts Festival (now withdrawn)	Arts and culture	AB Grant	Contact	17/04/11	£0	Approved	£0	11/05/11	00/00/00		N/A
boa/11/003	Patrol camping competition	1st Winsley Scout Group	Young people	AB Grant	Contact	08/06/11	£924	Approved	£462	20/07/11			
boa/11/004	Direction signs	Saxon Church & St Mary Tory Trusteeship	Heritage	AB Grant	Contact	06/06/11	£600	Approved	£600	21/09/11	27/09/11	30/03/12	Yes
boa/11/005	Book box conversion	Limpley Stoke K6 Telephone Kiosk	Arts and culture	AB Grant	Contact	01/07/11	£860	Approved	£560	20/07/11			
boa/11/006	Interim partnership payment	BOA Community area partnership	Other	CAP grant	contact			Approved	£2,000	20/07/11	29/07/11		N/A
boa/11/007	Replacement of heaters	Winsley Village Hall Management Committee	Social inclusion	AB Grant	contact	08/08/11	£4,056	Approved	£2,028	21/09/11	27/09/11	30/03/12	Yes
boa/11/008	Walking/ cycling/ bus map	Climate Friendly Bradford on Avon	Transport and roads	AB Grant	contact	22/08/11	£1,000	Approved	£1,000	23/11/11	04/01/12	07/07/12	No
boa/11/009	Purchase stable boat	Bradford on Avon Rowing Club	Leisure and entertainment	AB Grant	contact	22/08/11	£7,056	Approved	£1,116	21/09/11	04/01/12	07/07/12	Yes
boa/11/010	Portable adult soccer goals	Staverton Football Club	Leisure and entertainment	AB Grant	contact	30/08/11	£0						
boa/11/011	Zebra crossing at The Common, Holt	Substantive Highways Scheme	Transport and roads	AB Project	contact			Approved	£5,000	21/09/11			
boa/11/012	1st tranche partnership funding	BOA Community area partnership	Other	CAP grant	contact			Approved	£2,702	21/09/11	19/12/11		N/A
boa/11/013	Redesigning website	West Wiltshire Young Musicians	Arts and culture	AB Grant	contact	24/10/11	£995	Approved	£995	23/11/11	04/01/12	07/07/12	No
boa/11/014	Transport projects	CATG	Transport and roads	Other				Approved	£25,000				
boa/11/015	Diamond jubilee event	Monkton Farleigh Diamond Jubilee Fund	Community engagement	AB Grant	contact	05/12/11	£2,897	Approved	£850	11/01/12	26/01/12	29/07/12	No
boa/11/016	Sporting events linked to Olympics 2012	BOA Comm Sports Festival Shaping Group	Sport and recreation	AB Grant	contact	09/12/11	£15,848	Approved	£5,450	11/01/12	26/01/12	29/07/12	No
boa/11/017	Live music family concerts	Wiltshire Music Centre	Leisure and entertainment	AB Grant	contact	09/12/11	£18,749	Approved	£4,987	11/01/12			
boa/11/018	Cloakroom and kitchenette installation	St Mary The Virgin Church Limpley Stoke	Heritage and architecture	AB Grant	contact	15/12/11	£20,900						
boa/11/019	2nd tranche partnership funding	BOA Community Area Partnership	Other						£4,701	13/01/12			
boa/11/020	Diamond Jubilee celebrations	Limpley Stoke Parish Council	Arts and culture	AB Grant	contact	17/02/12	£1,340						
boa/11/021	Diamond jubilee event	South Wraaxall Diamond Jubilee Group	Arts and culture	AB Grant	contact	17/02/12	£1,267						
boa/11/022	Improving ICT and communications	Castle Gardens Pre School	Young people	AB Grant	contact	17/02/12	£620						
boa/11/023	Jubilee and olympic celebrations	BOA Community Area Network	Arts and culture	AB Grant	contact	06/03/12	£4,000						
boa/11/024	Olympic garden	The Mead Community Primary School	Arts and culture	AB Grant	contact	06/03/12	£1,000						

Bradford on Avon Area Board

14/05/2012

Budget 2011/12

Budget Code: 30610

Area Board Discretionary Fund **£47,075.00**
 Roll forward from previous year **£11,627.40**
 Awarded **£58,431**
Balance : £271.40

Leverage		
projects	»»»»	£83,092
leverage	»»»»	1.4

Evaluation date checker		
Payment	»»»»	26/01/12
Eval due date	»»»»	29/07/12

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Report to	Bradford on Avon Area Board
Date of Meeting	16 May 2012
Title of Report	Community Area Grants

Purpose of Report

To ask Councillors to consider three applications seeking Community Area Grant funding:

i) Sukosta Theatre Company requesting £ 3, 900 towards HOW WE MOVE - a series of theatre/ movement workshops in Bradford on Avon

Officers recommend that, subject to the receipt of the satisfactory clarification of costings, £ 3, 900 is awarded towards HOW WE MOVE - a series of theatre/ movement workshops in Bradford on Avon.

ii) Westwood Jubilee Committee requesting £ 500 towards Westwood 2012 Jubilee Celebrations

Officers recommend that £ 500 is awarded towards the Westwood 2012 Jubilee Celebrations.

iii) One Love Community Group requesting £ 290 towards a Jubilee Street Party at Towpath House and playing field on Towpath Road/ Foxglove Drive, near Staverton

Officers recommend refusal of the application as the location falls just outside the Bradford on Avon Community Area boundary. Councillors to consider whether the benefits to the residents of Staverton living on the other side of the canal outweigh this technical objection.

1. Background

- 1.1 Area Boards have authority to approve Community Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). 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 as to why this should justify an exception to the criteria.
- 1.3 In accordance with the Area Board Grants Guidance, officers are required to provide recommendations in their report, however the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4 Bradford on Avon Area Board has been allocated a budget in 2012/2013 of £47,110 for community grants, community partnership core funding and councillor led initiatives.
- 1.5 It has been decided that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce the volume of paper used. However, the application forms will be available on the Wiltshire Council website and hard copies will be available upon request.
- 1.6 The 2011/2012 funding criteria and application forms are available on the Council's website (www.wiltshire.gov.uk/areaboard) and paper versions are available from the Community Area Manager.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Community Area Grant Application Pack 2011/12• Bradford on Avon Community Area Plan• Wiltshire Local Area Agreement
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2 Main Considerations

- 2.1 Councillors will need to be satisfied that grants awarded in the 2012/13 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2 There will be 6 rounds of funding during 2012/13, this being the first. Some grants, totalling were pre-allocated at the March 2012 meeting and released on 1st April 2012, due to the urgency of the projects.

3 Environmental & Community Implications

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

4 Financial Implications

4.1 Awards must fall within the Area Boards budget allocated to the Bradford on Avon Area Board.

4.2 If grants are awarded in line with recommendations, Bradford on Avon Area Board will have a balance of approximately £ 36,000 remaining in the grants budget for the 2012/13 financial year.

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 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	Sukosta Theatre Company	HOW WE MOVE - a series of theatre/ movement workshops in Bradford on Avon	£ 3, 900

8.1.1 This application meets the community area grant criteria for 2011/12.

8.1.2 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through developing and sustaining culture, developing physical activity through sport and active leisure, and also as a source of education for local people, both young and life-long learners.

8.1.3 HOW WE MOVE is a unique community project bringing diverse groups of the Bradford on Avon community area together in an inspiring personal and collective experience which will be shared with the larger community. This project involves a series of high quality theatre /movement workshops which will be developed with the SUKOSTA THEATRE COMPANY – a locally based company, trained at the legendary Lecoq International Theatre / Mime school 20 years ago. The workshops will be developed with different diverse groups within the community as well as an open general group which will be advertised in the local paper. This series of entertaining workshops is about developing the local people i.e participants' awareness of theatrical movement and space in an enjoyable and shared experience, examining how we move - and how we are being moved - how we are the same or different! Also this project develops the health and wellbeing of participants. SUKOSTA Theatre Company (www.sukosta.com) has developed and presented new performance work internationally over the last 18 years and always found original ways of sharing this expertise with the wider community, engaging with young people, adults and the elderly. This programme will work with a number of groups in the area i.e. within the workplace and with other groups, as well as advertising for a general workshop at St Margaret's Hall. Some film footage will be made and edited together which will be shown at a later date to share with the wider community. The company will work personally and bring out the individuality of each participant as well as creating a wonderful fun sharing experience, which will unify the groups in a shared community experience. Previous local work has been highly regarded (footage of local people was displayed on the Tithe Barn roof during a recent sharing event) and suggestions have been made by the public to develop a project such as this. See weblink:<http://sukosta.wordpress.com/how-do-we-move/>. The project will take place with groups in Bradford-on-Avon in different locations, St Margaret's Hall, Fat Fowl, and business settings. SUKOSTA will work with workers from Sainsbury's supermarket, Kingston Mills construction site and a group of the general public. Some participants will be filmed against a green screen - this footage will be edited and shared at a later date. SUKOSTA Theatre Company has interacted with a number of groups in Bradford-on-Avon over the last two years (Explorative Arts project) and participant feedback has shown a demand for a strong artistic, explorative concept, which is an accessible and fun experience for people from very different walks of life and will unite these communities in

an inspiring project. SUKOSTA Theatre Company has started to work with people from all ages, introducing them to mime and movement analysis, and filming simple movement sequences which itself is a powerful social archive as well as an educational and inspiring experience for everybody involved. SUKOSTA Theatre Company sees this project as complementing the general cultural initiatives and momentum in Bradford-on-Avon, strengthening the cultural depth of the town and to extend the number of people who are involved in innovative projects. SUKOSTA will show the film studies in partnership with a local festival/promoter (i.e. Bradford-on-Avon Film Society) - as well as featuring on local community websites. Sainsbury's Supermarket in Bradford-on-Avon has confirmed support and interest to receive workshops, as well as Linden Homes (workshops with Kingston Mill construction workers), Wiltshire College (Media Department) are supporting the filming aspect of this project. This project is a further development of the Company's work in the area. It has an underlying development thrust to bring communities together in a creative way. The Company is particularly keen to involve further traditional businesses in Bradford-on-Avon, to include participants who would otherwise not get involved in an 'artistic project' - giving HOW WE MOVE the authenticity that only 'real people' and the stories their movements tell, can give. SUKOSTA Theatre Company has developed its unique movement teaching in hospitals, universities, schools etc. involving people from all walks of life. This project promises to create a unique momentum and will make an impact beyond its delivery. SUKOSTA Theatre Company has just finished its very successful Explorative Arts production, which was funded by Arts Council England, Wiltshire Council and Bradford-on-Avon Town Council. Support from Bradford-on-Avon Area Board for HOW WE MOVE will further increase the potential of enabling Arts Council and other funders to support the Company's future work, which will again be beneficial for the town (getting more people/artists involved, as well as engaging with more participants, as well as bringing audiences and practitioners from further field to the town, tourism)

8.1.4 Comments from the Council's Arts Development Officer: There is support from Sainsbury's and Linden Homes to run workshops. It will give the community of Bradford on Avon an opportunity to join in creative movement workshops that they may not have had the chance to previously. Artist fees (for the delivery of workshops) do vary, and I would suggest that you seek clarification on the fee rates being paid. It would be worth asking how many artists are being paid to run how many workshops – whether they are being paid per hour or have a daily/half day rate. I'm also not clear how many days the filming fee is buying in either. I'm not clear as to what the difference is between the office costs and phone costs. I'm also not clear how much they are charging per person – there is an income target of £200 from groups, but as far as I can tell there is no indication of how many people will be taking part in each of the 3 groups. It is positive that they have in-kind support from other partners. Increased participation in arts activity would be seen as a high priority for the arts service. The arts service has known the group for at least 5 years (previously at West Wiltshire District Council) The theatre company is enthusiastic and committed to delivering innovative arts work and I have no reason to suggest that they would not be in a position to deliver this project. It is good to see that the group is working in partnership with others such as Wiltshire College.

8.1.5 The applicant has put together a funding package for this production which includes £ 750 from Bradford on Avon Town Council and £ 500 from its own funds and business sponsorship, together with in-kind contributions from Wiltshire College for filming assistance and equipment. The clarification of costings, as raised by the Council's Arts Development Officer, has been sought from the applicant.

Subject to the receipt of the satisfactory clarification of costings, officers recommend that £ 3, 900 is awarded to HOW WE MOVE – a series of theatre/ movement workshops in Bradford on Avon.

Ref	Applicant	Project proposal	Funding requested
8.2	Westwood Jubilee Committee	Westwood 2012 Jubilee Celebrations	£ 500

8.2.1 This application meets the community area grant criteria for 2011/12.

8.2.2 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for village communities and for community development and capacity building.

8.2.3 The whole village, of approximately 1500 residents, will be invited to commemorate the Diamond Jubilee through a number of events: a village walk and cream tea; celebration Jubilee mugs for all village children aged 11 and under; a village picnic; a church service; participation in the national beacon event; a social gathering in the tythe barn; and benches and picnic tables in the village park as a permanent reminder of the Jubilee. It is hoped that these celebrations will encourage increased participation by the community in village life and in future events. Westwood Parish Council has contributed £ 350 to the costs of these Jubilee celebrations and there has also been fundraising through a Wine and Cheese event, a skittle event, a raffle and the sale of mugs.

8.2.4 Wiltshire Council is promoting 2012 as ‘a year of celebration’ and has invited communities to come together to celebrate in this way. Officers are therefore supportive of the application.

Officers recommend that £ 500 is awarded to the Westwood 2012 Jubilee celebrations.

Ref	Applicant	Project proposal	Funding requested
8.3	One Love Community Group	Jubilee Street Party	£ 290

8.3.1 This application does not meet the community area grant criteria for 2011/12 as the location of the project falls just outside the Bradford on Avon community area boundary.

8.3.2 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for village communities and for community development and capacity building.

8.3.3 The street party with family entertainment will celebrate the Queens Diamond Jubilee in the traditional way for anyone from the local area to come and enjoy if they so wish. This will bring the community together to celebrate a very important time in British History, involving all people regardless of race, income and beliefs and values. It will also involve the residents of Towpath House, whom are care leavers aged 16 to 19 years, who will be helping to run the activities on the day. The applicants are a group of long term residents from the local community. They have been formally known as One Love campaign and Hilperton and Staverton Community Tenants and Residents Association which was originally formed two and half years ago, fighting for a community centre for the area. Since being a TARA they have held various successful events in the last two years including fun days, Easter egg hunts, sponsored walk, and a royal wedding tea party, cake bake sale fundraiser, trip to Weymouth Beach and a carol service at Christmas. Due to a clause in their constitution they had to fold the TARA. They have now reformed independently as One Love Community Group. They have lost their only funding and at this late stage are desperate for help so they can continue to hold this much needed event on behalf of the community. Selwood Housing is donating £ 40 to the event.

8.3.4 Wiltshire Council is promoting 2012 as ‘a year of celebration’ and has invited communities to come together to celebrate in this way. Officers are therefore supportive of the principle of the application. However, the location of the street party is Towpath House and the playing field on the junction of Towpath Road and Foxglove Road, which falls just outside the boundaries of the community area and therefore the jurisdiction of the Bradford on Avon Area Board. It may be that communities on the other side of the canal will benefit from this event, but the application does not make this explicit.

Officers recommend refusal of the application as the location falls just outside the Bradford on Avon Community Area boundary. Councillors to consider whether the benefits to the residents of Staverton living on the other side of the canal outweigh this technical objection.

Appendices:	Grant applications from: Sukosta Theatre Company Westwood Jubilee Committee One Love Community Group Officer Comments from Arts Development Officer
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Peter Dunford, Community Area Manager Tel: 01225 713060 E-mail peter.dunford@wiltshire.gov.uk
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INCLUSION OF STAVERTON RESIDENTS.

ONE LOVE COMMUNITY GROUP.

DIAMOND JUBILEE STREET PARTY.

This is a statement to show the inclusion of Staverton residents within our celebrations for The Queens Diamond Jubilee.

Please refer to our introduction for reference, since we formed two and half years we have always informed Staverton residents about our events, by putting posters in the local shop, and takeaways, and flyers through door in our designated area in Staverton when we were Hilperton and Staverton Community T.a.r.a. We have always welcomed committee members from the Staverton side of the canal, although as yet no one has come forward. When we were One Love Campaign we went canvassing in Staverton for support in the way of a petition, and obtained many signatures from Staverton residents. We also have the support from Mr Douglas at Staverton School and in the past the school has included us in their newsletter and also let us be part of one of their Christmas Fayre by allowing us to campaign for signatures on our petition and to inform the people that attended who we were and what we are trying to achieve, A much needed community facility for our area. Mr Douglas has also kindly agreed for the group to use the school's sports equipment for our Olympic Family Sports Day on Sat 21st July. We have requested use of the Staverton Sports ground for our event; we are awaiting a decision from the sports committee, at Staverton Parish Council at the end of this month after their meeting.

To publicise the event, we will be delivering flyers through doors of Staverton residents, along with posters as we always have in Staverton Convenience Store, ADP dentists, Buddamma Chinese Takeaway. Our flyer will also be included into Staverton School next newsletter to inform residents from Staverton that have children attending the school about our celebrations. We will also be requesting that the information about our event be included if possible into the Staverton Parish council website events information and newsletter if the next one is distributed before our event.

Although, we are aware that where our event is being held is technically just outside the Staverton boundary as the canal is the dividing line. We feel that by informing the residents in the way we have specified above that it is as much as we can do to include the residents of Staverton.

As One Love Community group we do not discriminate and there are no restrictions to who can join our group, regardless to official boundaries we have always considered ourselves and the residents that straddle the boundary of Hilperton and Staverton to be one, hence to our name.

We, the committee wish to thank you for taking the time to read this statement in the hope that you will consider our application for funding from the Board.

Maria Goodwin (Chair)

Irene Berry (Secretary)

ONE LOVE COMMUNITY GROUP.