

# AGENDA

**Meeting:** CALNE AREA BOARD  
**Place:** Calne Town Hall, The Strand, Calne SN11 0EN  
**Date:** Tuesday 11 June 2013  
**Time:** 6.30 pm

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

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

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

**Refreshments and networking opportunities will be available from 6.00pm.**

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Please direct any enquiries on this agenda to Alexa Smith (Democratic Services Officer), on 01249 706610 or [alexa.smith@wiltshire.gov.uk](mailto:alexa.smith@wiltshire.gov.uk)

or Jane Vaughan (Calne Community Area Manager), on 01249 706447 or [jane.vaughan@wiltshire.gov.uk](mailto:jane.vaughan@wiltshire.gov.uk)

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

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

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## Wiltshire Councillors

Cllr Christine Crisp  
Cllr Alan Hill  
Cllr Howard Marshall

Cllr Anthony Trotman  
Cllr Glenis Ansell

Items to be considered	Time
<p>1     <b>Appointment of Area Board Chairman</b></p> <p>To elect a Chairman of the area board for the forthcoming year.</p>	6.30pm
<p>2     <b>Appointment of Area Board Vice Chairman</b></p> <p>To elect a Vice Chairman of the area board for the forthcoming year.</p>	
<p>3     <b>Chairman's Announcements</b> (<i>Pages 1 - 8</i>)</p> <p>The Chairman will provide information about:</p> <ul style="list-style-type: none"> <li>a. Safeguarding thresholds (attached)</li> <li>b. Proposed pedestrian crossing on School Road, Calne (attached)</li> <li>c. Porte Marsh industrial estate – an update from Alistair Cunningham, Service Director – Economy and Regeneration (attached).</li> </ul>	6.40 pm
<p>4     <b>Apologies for Absence</b></p>	6.50pm
<p>5     <b>Minutes</b> (<i>Pages 9 - 16</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 5 February 2013.</p>	
<p>6     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>7     <b>Appointments to Outside Bodies and Working Groups</b> (<i>Pages 17 - 32</i>)</p> <p>To confirm membership of outside bodies and working groups and to confirm terms of reference for working groups.</p>	
<p>8     <b>Local Highways and Streetscene Service</b></p> <p>An update on the changes to the local highway and streetscene service. The staffing structure has been changed to reflect the new highway and streetscene contract, which commences on 1 June 2013.</p>	7.00pm

9	<b>Partner Updates</b> ( <i>Pages 33 - 36</i> )	<b>7.10pm</b>
	To receive an update from the partners listed below:	
	<ul style="list-style-type: none"> <li>a. Wiltshire Police</li> <li>b. Wiltshire Fire and Rescue Service (attached)</li> <li>c. NHS Wiltshire (attached)</li> <li>d. Calne Community Area Partnership</li> <li>e. Calne YAG (Youth Advisory Group)</li> <li>f. Town and Parish Councils.</li> </ul>	
10	<b>Your Local Issues</b> ( <i>Pages 37 - 66</i> )	<b>7.20pm</b>
	Councillors/working groups will provide an update on community issues and progress on area board working groups. This will include:	
	<ul style="list-style-type: none"> <li>a. Skate board park working group</li> <li>b. Highways working group (CATG) – to include a recommendation regarding C and unclassified route speed limit review (attached)</li> <li>c. Calne campus working group</li> <li>d. Sandpit Road (Section 106) working group – to include recommendations for a safer route scheme at Abberd Way and the creation of a dual use footpath at A3102 Greenacres Way (attached).</li> <li>e. Air quality working group.</li> </ul>	
11	<b>Priority Setting for Calne Area Board</b>	<b>7.50pm</b>
	An item to select priority issues for the area board to focus on over the forthcoming year.	
12	<b>Area Board Funding</b> ( <i>Pages 67 - 72</i> )	<b>8.20pm</b>
	To note the £3,500 councillor initiative for a Maud Heath Causeway renovation study and its approval under delegated authority by Niki Lewis, Service Director - Communities.	
13	<b>Close</b>	<b>8.30pm</b>
	The Chairman will set out arrangements for the next meeting.	

**Future Meeting Dates**

Tuesday, 13 August 2013

6.30 pm

Calne Town Hall, The Strand, Calne SN11 0EN

Tuesday, 15 October 2013

6.30pm

Calne Town Hall

Tuesday, 10 December 2013

6.30pm

Calne Town Hall

# Agenda Item 3

## Chairman's Announcements

<b>Subject:</b>	<b>Revised Multi-Agency Thresholds for Safeguarding Children 2013</b>
<b>Officer Contact Details:</b>	Tamsin Stone Lead Commissioner and Children's Trust 01225 713504
<b>Weblink:</b>	<a href="http://www.wiltshirepathways.org">www.wiltshirepathways.org</a> and <a href="http://www.wiltshirelscb.org">www.wiltshirelscb.org</a> .
<b>Further details available:</b>	<a href="mailto:Pathways@wiltshire.gov.uk">Pathways@wiltshire.gov.uk</a>

### Accessing the right level of support to safeguard children and young people

A thorough review of guidance on safeguarding thresholds has been undertaken jointly by the Wiltshire Safeguarding Children Board and the Wiltshire Children and Young People's Trust. Working in close collaboration with our partner agencies we have taken the opportunity to consider how we can make integrated working and early intervention even more effective to improve outcomes for children and young people.

To this end the 'Multi-agency Thresholds Document 2011' has been simplified and a collection of supporting tools has been designed to provide clear practical guidance and advice to all agencies. A 'golden thread' running through this is the critical importance of collaborative working between agencies to ensure there is a coordinated approach to supporting the child or young person. Creating a 'team around the child' allows professionals to make fully informed collective decisions and take coordinated action based on what is best for the child or young person.

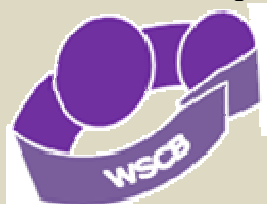
The revised document and practitioners' toolkit can be found at [www.wiltshirepathways.org](http://www.wiltshirepathways.org) and at [www.wiltshirelscb.org](http://www.wiltshirelscb.org). The Wiltshire Safeguarding Children Board is overseeing the dissemination and education of this new guidance and implementation will be led by the multi-agency Early Intervention Group (which reports to both the Board and the Children's Trust).

We all want to ensure that children and young people get the right help at the right time, and I hope that the model outlined in this document will ensure that children and young people with additional needs are identified earlier and that help can be provided before any difficulties become more entrenched.

Your views are very welcome as ever and can be sent to [Pathways@wiltshire.gov.uk](mailto:Pathways@wiltshire.gov.uk).

With regards,

Cliff Turner  
Chair – Wiltshire Safeguarding Children Board



**Wiltshire Safeguarding  
Children Board**



**WILTSHIRE COUNCIL**

**ROAD TRAFFIC REGULATION ACT 1984**

**PEDESTRIAN CROSSING - SCHOOL ROAD, CALNE WITHOUT**

NOTICE IS HEREBY GIVEN that Wiltshire Council in exercise of its powers under Section 23 of the Road Traffic Regulation Act 1984 proposes the installation of a "TOUCAN" Crossing (an un-segregated crossing for pedestrians and cyclists) in School Road, Calne Without at a point approximately 50 metres north west of its mini roundabout junction with Amberley Close.

A copy of the plan showing the location of the crossing may be inspected at the offices of Wiltshire Council, County Hall, Bythesea Road, Trowbridge during normal office hours. Details of the proposed scheme may be seen at Calne Library, The Strand, Calne between the hours of 10am to 7pm Monday, 9.30am to 5pm Tuesday and Thursday, 9.30am to 7pm Friday and 9.30am to 4pm Saturday until 1<sup>st</sup> July 2013. Documents can also be viewed online at [www.wiltshire.gov.uk/troconsultations.htm](http://www.wiltshire.gov.uk/troconsultations.htm)

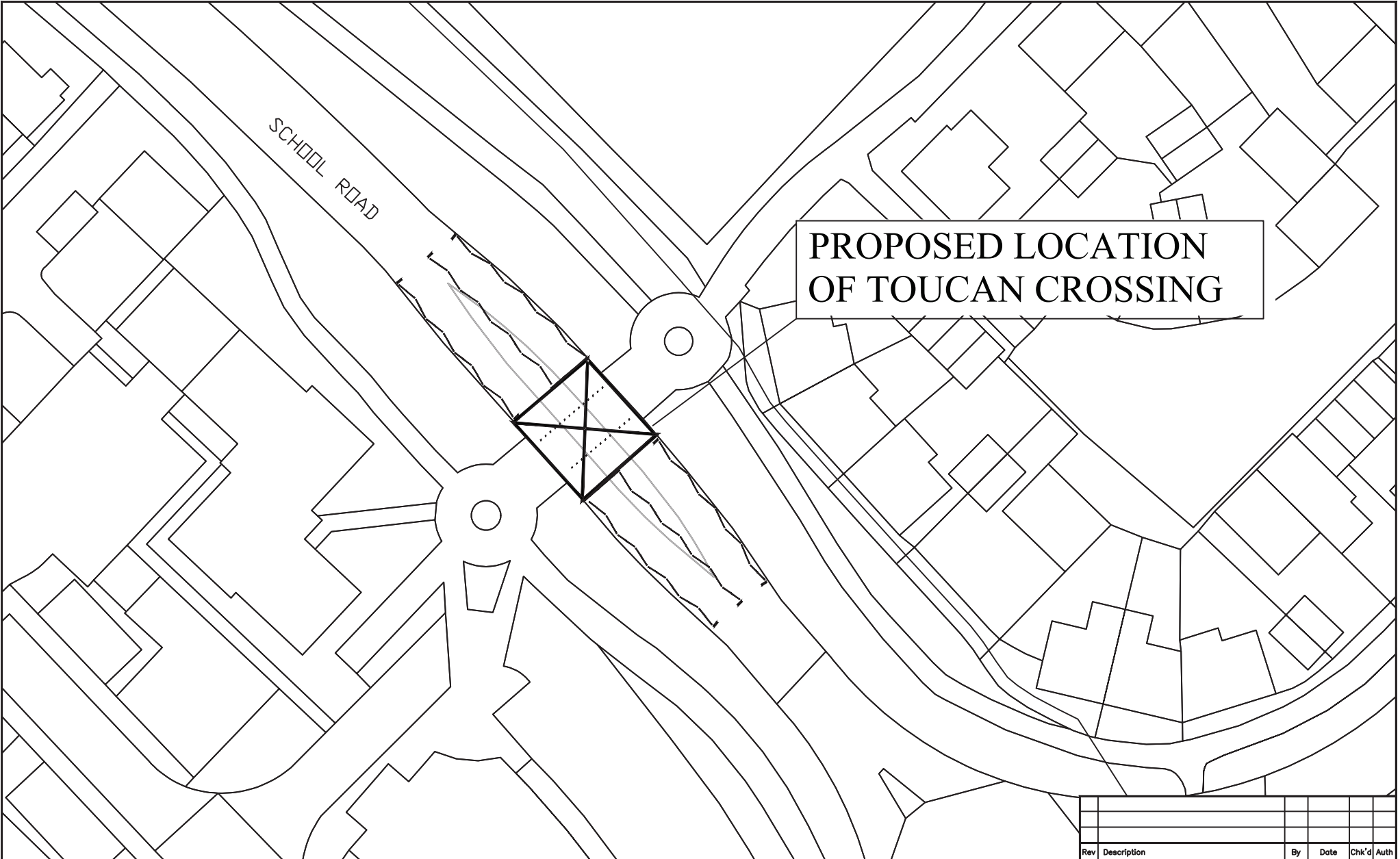
Comments on the proposal together with the reasons for which they are made, should be sent in writing or via the website to reach the Sustainable Transport Group by 1<sup>st</sup> July 2013 quoting reference LJB/TRO/CALW/HY296.

Sustainable Transport Group, County Hall, Bythesea Road TROWBRIDGE BA14 8JN

6<sup>th</sup> June 2013







**PROPOSED LOCATION  
 OF TOUCAN CROSSING**

Rev	Description	By	Date	Chk'd	Auth

Title Proposed Toucan Crossing Fynamore Community Primary School School Road, Calne Traffic Regulation Order Advertisement					
Sheet Size <b>A4</b>	Original Scale 1:500	Designed/Drawn DD Date 16/04/13	Checked ML Date 22/04/13	Authorised KB Date 22/04/13	
Status P	Drawing Number 51120432/HW/TS/201			Rev A	

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## **CALNE AREA BOARD**

**Date: 23<sup>rd</sup> May 2013**

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**Subject: Porte Marsh Industrial Estate**

### **Purpose of Report:**

An update report from Service Director, Economy and Regeneration, following from further information being requested from the Leader of the Council

### **Background**

The Minute of the last area board meeting reads: 'Plans to improve Porte Marsh Industrial Estate to make it more attractive to businesses – Wiltshire Council was working with the Town Council on the neighbourhood plan. This included improving several tired areas in the town. Wiltshire Council funding was limited to providing services and it had a role to play in sourcing funds and pulling them together. Further investment from the private sector was needed.'

### **Decision**

Councillor Scott would look into plans for Porte Marsh Industrial Estate and provide further information through the area board.

### **The current situation**

- Improvements to the Porte Marsh Industrial estate is a key actions arising from the Calne Vision and Scoping Report
  - The need for this was reinforced as part of the master plan workshops which took place earlier this year.
  - Discussions have take place with the town clerk regarding the development of a regeneration plan for the estate in partnership with local land owners, the chamber of commerce, town council and Wiltshire Council.
  - Meetings have been held with the town council planning committee regarding the outcome of master planning exercise and next steps
  - Meetings have been held with Deceuninck to see if they would be part of a working group to develop a regeneration plan.
  - The Economic Development team (under Tim Martienssen) will be taking this forward however they are currently engaged with other projects which has been explained to the town council. They will be able to work on this from mid July onwards.
  - The Calne Chamber has undertaken some survey work with occupiers which will help the process
  - Alistair Cunningham and team are meeting with the Town Council and Wiltshire Councillors to discuss this issue shortly.
  - A meeting has been arranged between Alistair Cunningham and Deceuninck's Managing Director, alongside Alder King, to discuss the future (change of) use of the site.
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# MINUTES

**Meeting:** CALNE AREA BOARD  
**Place:** Calne Town Hall, The Strand, Calne SN11 0EN  
**Date:** 5 February 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 9.25 pm

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Please direct any enquiries on these minutes to:

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

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

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## **In Attendance:**

### **Wiltshire Councillors**

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

Cllr Keith Humphries (Cabinet Member for Public Health and Protection Services)

### **Wiltshire Council Officers**

Brad Fleet (Service Director), Alexa Smith (Democratic Services Officer) and Jane Vaughan (Community Area Manager)

### **Town and Parish Councillors**

Calne Town Council – Charles Boase and Roy Golding  
Calne Without Parish Council – Richard Aylen and Ed Jones

### **Partners**

Office of the Police and Crime Commissioner - Kieran Kilgallen  
Wiltshire Police –Inspector Phil Staynings  
Wiltshire Fire and Rescue – Mike Franklin

Calne Community Area Partnership – Malcolm Gull and Anne Henshaw  
GreenSquare – Jan Morse

**Total in attendance: 43**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to Calne Area Board and introduced the Councillors and Officers present. The Chairman welcomed Councillor Keith Humphries, Cabinet Member for Public Health and Protection Services, who would lead the community conversation. She explained that as this was the last area board meeting before the elections in May, there may be new faces at the next meeting.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Will Kay, Youth Development Co-ordinator.</p>
3	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 11 December 2012 were approved and signed as a correct record.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the written announcements included in the agenda pack.</p> <ol style="list-style-type: none"> <li>a. Youth Service Update – including the formation of Youth Advisory Groups (YAGs) in each community area, led by young people. The YAG would be a more formal version of the previous CAYPIG.</li> <li>b. Wiltshire Online: Connectivity and Provision – contracts had now been signed for the Wiltshire Online Programme which would bring availability of standard and superfast broadband to homes and businesses across the county.</li> <li>c. Legacy for Wiltshire – a series of evening events was being held to focus on what could be done in 2013 to help communities come together and celebrate, as in 2012. The Chairman noted this had been discussed at the previous area board meeting.</li> </ol> <p>An additional announcement had been received regarding the Calne and Villages blogsite. The Our Community Matters project was creating a series of local online notice boards across Wiltshire. The Calne community area site was being launched on February 27. It could be used by local community groups to promote and highlight what was happening in the local community and local</p>

	<p>people could also leave comments and post events and ideas to the site.</p> <p>An introductory session to launch the Calne blogsite and to give local groups and organisations more information about how they could make use of this site would be held at the Calne Community Hub in the High Street at 4.00pm on February 27.</p>
6	<p><u>Review of Calne Area Board 2009-13</u></p> <p>Jane Vaughan, the Community Area Manager, explained that she had been asked to reflect on what the area board had done since Wiltshire Council became a unitary council four years ago. The presentation covered:</p> <ul style="list-style-type: none"> <li>• Headline achievements – such as the 30 local meetings and events held</li> <li>• Community grants - £132,000 had been awarded to support over 60 local projects</li> <li>• Examples of the projects supported – including the Friends of Abberd Brook clean up day, CAYPIG kite boarding project and equipment for the Calne First Responders</li> <li>• Measures taken to improve local roads</li> <li>• Investments made in young people – for example through the Calne Bowl Project</li> <li>• Transfer of assets – including Castlefields Park to Calne Town Council</li> <li>• Community campus – a local campus board was looking at ways of bringing together local public and voluntary services</li> <li>• Celebrations – the Queen’s Jubilee and the Olympic Flame.</li> </ul> <p>All of the area board councillors thanked Jane profusely for her hard work in the community area. Looking forward, the area board would work to raise awareness and increase participation, provide new ways for everyone in the community to have a say, and help local people get more involved in the design and delivery of local services.</p>
7	<p><u>Partner Updates</u></p> <p>a. The written update from Wiltshire Police was noted. Inspector Phil Staynings highlighted some important local issues. The Neighbourhood Policing Team were continuing to forge close links with community partners including local schools where they were supporting teaching staff with mentoring and in cases of bullying or problematic behaviour. Regular meetings were held with Greensquare to share information on problem tenants with positive effect and progress on drug issues had been made with a number of recent seizures. Calne Police Facebook was proving a great success and the Calne Pub Watch Scheme was helping to reduce anti-social behaviour in the town. There had been a spike in non-dwelling burglary In the last few weeks and Inspector Staynings encouraged people to secure their property carefully and to get in touch if they had any information.</p>

	<p>b. The written update from Wiltshire Fire and Rescue Service was noted. The update included in the agenda pack had been superseded and there had only been one fire in January. Mike Franklin urged people to take up the home safety checks that the service offered. If you would like a reflective armband to make you safer at night, please drop into the station in Calne on a Monday evening to collect.</p> <p>c. The written update from NHS Wiltshire was noted.</p> <p>d. The written update from Calne Community Area Partnership was noted. To add to the comprehensive update, papers were circulated at the meeting regarding a transport strategy for Calne. The Partnership hoped this would be become part of the community plan.</p> <p>e. Calne Without Parish Council reported they were working to update their parish plan and were starting an emergency planning document which they hoped would help with the neighbourhood plan.</p>
8	<p><u>Community Conversation</u></p> <p>Councillor Keith Humphries introduced the subject of this meeting’s community conversation, which was community health. He spoke briefly about his unusual portfolio and the move of public health from the NHS back to Wiltshire Council. Councillor Humphries explained that public health had been defined by Sir Donald Acheson, Chief Medical Officer, as ‘Public health is the multidisciplinary branch of medicine specialising in population health’.</p> <p>Much of the work taking place was preventative work, with screening programmes offered from the antenatal stage onwards. Public health priority campaigns included concentration on fuel poverty (a home insulation scheme was about to start), falls prevention and obesity (child obesity in Year 6 pupils in Calne had been an issue, however Wiltshire was bucking the nationwide trend as one of two local authorities where obesity was going down). Public health was also responsible for pollution and vaccines for preventable diseases, including influenza. Overall aims of the service were to increase life expectancy and to reduce health inequalities.</p> <p>This was followed by a question and answer session:</p> <ul style="list-style-type: none"> <li>• Information regarding air quality was available on the Wiltshire Council website. Air quality in Calne was not perfect, however in health terms only a few people with pre-existing conditions would be affected. Everybody needed to consider the journeys they were making in the community area.</li> <li>• A pilot scheme was taking place in the county in association with a babyfood company to help teach families to cook and to provide them with utensils.</li> </ul>
9	<p><u>Draft Police and Crime Plan</u></p> <p>Kieran Kilgallen, Chief Executive of the Office of the Police and Crime</p>



	<p>Commissioner, presented information about the future of policing in Wiltshire.</p> <p>This included:</p> <ul style="list-style-type: none"> <li>• The role of the Commissioner – this was a commissioning role to ensure a policing service fit for purpose in Wiltshire.</li> <li>• The Commissioner had a budget of £100 million and five support staff.</li> <li>• He was at present writing a five year Police and Crime Plan to set the strategic direction of policing in Wiltshire and Swindon.</li> <li>• The plan was available for comment from 18 February until 10 March, with the intention to publish the plan on 28 March. You can read and give views on the plan via the Police and Crime Commissioner’s website – <a href="http://www.wiltshire-pcc.gov.uk">www.wiltshire-pcc.gov.uk</a>.</li> <li>• In short, the aim of the plan was for community-based policing, protecting the most vulnerable, putting victims and witnesses first, reducing reoffending, improving quality of life, customer service, ensuring a timely response and unlocking resources.</li> </ul> <p>This was followed by a short question and answer session, which covered the points raised below:</p> <ul style="list-style-type: none"> <li>• Concern raised by an individual who had attended a workshop in Swindon regarding the disclosure team becoming less forthcoming with sharing information. Angus commented that more sharing information was being encouraged, for example a woman with a child could have a background check completed on a new partner.</li> <li>• Concern raised regarding losing the police station. The police station in Calne was a new model and there were no plans to close it. The Chippenham station was no longer a suitable building and the police would be moving into the Wiltshire Council Monkton Park office accordingly.</li> </ul>
10	<p><u>Your Local Issues</u></p> <p>An update was provided on community issues and progress on Calne Area Board working groups.</p> <ol style="list-style-type: none"> <li>a. Jordan Hyde reported that since Christmas the skate board park working group had concentrated on submitting grant applications to Viridor and Wiltshire and Swindon Community Foundation. Councillor Marshall added that the group had worked hard and raised nearly £1,000. Please get in touch if you have ideas for other potential sources of funding.</li> <li>b. Councillor Crisp provided an update for the Community Area Transport Group. The Goatacre refuge had been started and Jane Vaughan would shortly be contacting all parish clerks to ask for their local priorities for future schemes. They had a new programme of work for the Speed Indicator Devices and more information would be provided about the group’s budget when this was available at the next area board meeting.</li> </ol>

- c. Councillor Hill reported on the Calne campus working group. An architect had been selected and appointed. A meeting had taken place on 30 January and a 12 week schedule of meetings had been arranged. Planning applications would then be started with opportunities for community consultation. Work could start at the end of 2013 and by the end of 2014 community facilities should be much improved, including enhanced provision for youth services across the three campus sites.
- d. Councillor Trotman reported on the Sandpit Road working group. The written report included in the agenda pack had been superseded and please find attached. There would be a chance for local people to make comments on the plans at the community hub, where a plan, description and comment forms were to be made available. Councillor Trotman asked the area board to consider recommendations from the working group, as below:

**Decision**

**The area board would endorse consultation with local residents regarding Woodhill Rise/Oxford Road link for cycle/pedestrian dual use provision to and from Sandpit Road development to schools and workplaces.**

**Decision**

**The area board accepted the plan for the development of safer routes from the Sandpit Road development through Abberd Way and a safer crossing for pedestrians and cyclists across Prince Charles Drive at the Honeymead junction, through consultation to detailed design stage.**

- e. Councillor Hill asked the area board to ratify the Air Quality Management Area decision so that work could continue through the legal procedure. The larger of the two options put forward (Option 2) was preferred by over 90% of respondents to the consultation.

**Decision**

**The area board meeting ratified Option 2, as per the results of the air quality consultation carried out.**

- f. Brad Fleet, Service Director, went through the Section 106 report included in the agenda pack. Wiltshire Council had inherited a hotchpotch of systems from the county and district councils. One of the first tasks for the planning department when the council had gone unitary had been the creation of a database showing the Section 106 funding agreed and what had been collected. A summary for the Calne community area was available to view at the meeting. Section 106 agreements were to be replaced by a Community Infrastructure Levy (CIL) later in the Spring. Councillor Trotman explained that he now chaired the CIL task group and he thanked Brad for all his help.

11

Area Board Funding

Consideration was given to the five applications made to the Community Area Grants Scheme.

Decision

Calne Community Area Partnership were awarded £994 to pump prime a project that would encourage and promote Calne as a Fairtrade community area.

Reason

*The application meets the 2012/13 grant criteria and the project linked to Partnership issues around the economy and the environment.*

Decision

Friends of Abberd Brook were awarded £1,750 towards a community art project to produce a mosaic at the Prince Charles Drive Underpass, conditional upon the balance of funding being in place.

Reason

*The application meets the 2012/13 grant criteria and the project would promote a sense of pride and wellbeing and activities that encouraged children and young people to take a constructive role in the community.*

Decision

Derry Hill and Studley Village Hall Trust were awarded £4,940 towards the refurbishment of kitchen facilities, conditional upon the balance of funding being in place.

Reason

*The application meets the 2012/13 grant criteria and the project addresses aspirations in the community plan to increase facilities in the Calne community area.*

Decision

SPLASH were awarded £4,600 towards 'Calne ... Get Out There' project offering sports, outdoor and residential activities for young people living in the Calne Community Area, conditional upon the balance of funding being in place and the applicant liaising with the Calne Youth Development Co-ordinator to assess where savings could be made and extra activity be included in the project plan.

Reason

*The application meets the 2012/13 grant criteria and communities needed positive activities to engage young people during school holidays to reduce boredom which often leads to anti social behaviour.*

Decision

	<p>The Derry Hill Defibrillator Project were awarded £1,000 towards the purchase of a defibrillator for the village hall.</p> <p><b><u>Reason</u></b>  <i>The application meets the 2012/13 grant criteria and it was felt by the area board councillors to be of wider community benefit.</i></p>
12	<p><u>Close</u></p> <p>The next area board meeting would be held at 6.30pm on Tuesday 11 June at Calne Town Hall, with refreshments available from 6.00pm.</p>

**Calne Area Board**  
**11 June 2013**

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**Appointments to Outside Bodies, and Constitution of and Appointments to Working Groups 2013/14**

**1. Purpose of the Report**

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2013/14.

**2. Background**

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at Appendix A. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. Similarly, the Area Board is invited to reconstitute the Working Groups set out at Appendix B, with the Terms of Reference set out at Appendix C, and to make appointments to these groups. These appointments are for 2013/14.

**3. Main Considerations**

- 3.1. In 2010, all Area Boards appointed Community Area Transport Groups (CATGs), which operated 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 also established Shadow Community Operations Boards to discuss and facilitate the development of Campus proposals. Similarly, these Groups were 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 and other representatives 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. appoint Councillor representatives to Outside Bodies as set out at Appendix A.
  - b. agree to reconstitute and appoint to the 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:

Alexa Smith  
Democratic Services Officer  
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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.





## **Appointments to Working Groups** **Calne Area Board**

### Community Area Transport Group:

Area board representative  
Calne community area manager  
Highways officers  
Calne Town Council representative  
Focus on Five representative  
Parish Council representatives x 2  
Supporting officers when required

### Shadow Community Operations Board (COB):

Area board representative  
Town Council representative  
Wider community representative  
Youth/education representative  
User and community group representatives x 2  
Co-opted members x 4

### Sandpit Road:

Area board representative  
Calne community area manager  
Calne Community Area Partnership representative  
Calne Area Transport representative  
Extended schools partnership representative  
Calne Town Council representative  
Local residents' group representative  
Supporting officers

### Air Quality:

Area board representative  
Calne community area manager  
Public health and wellbeing representative  
Calne Town Council representative  
Calne Area Transport representative  
Calne Environmental Network representative

### Skate Board Park:

Area board representative  
Calne community area manager  
Calne Town Council representative  
Youth development co-ordinator  
Six members of the Youth Advisory Group skate bowl sub group.



**WILTSHIRE COUNCIL OUTSIDE BODIES**

CHECKED?	Outside Body Title ( A to Z )	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Previous Rep
√	Calne Community Area Partnership	Area Board - Calne	To promote ongoing development of the Community Area Partnership and to encourage positive relationships with the CAP and the Area Board	Development of the Community area Plan	Normally every 6-8 weeks	No	1	Cllr Christine Crisp
x	Calne Heritage Centre Trust and Marden House	Area Board - Calne	Centre is an important focus for tourism in Calne & an understanding of Heritage is an essential element in a cohesive Community	Preservation and collection of historical material relating to Calne	Trustees meet Bi-monthly	No	1	Cllr Tony Trotman
√	Calne Youth Advisory Group (YAG)	Area Board - Calne	To engage with young people and help champion their issues and ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	Up to 2	Cllr Howard Marshall



## **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.



# 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.

In order to facilitate the above the area boards will establish 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 Shadow Community Operations Boards will be in place from April 2011 until the Council determines otherwise.

#### 2 Campus Management Principles

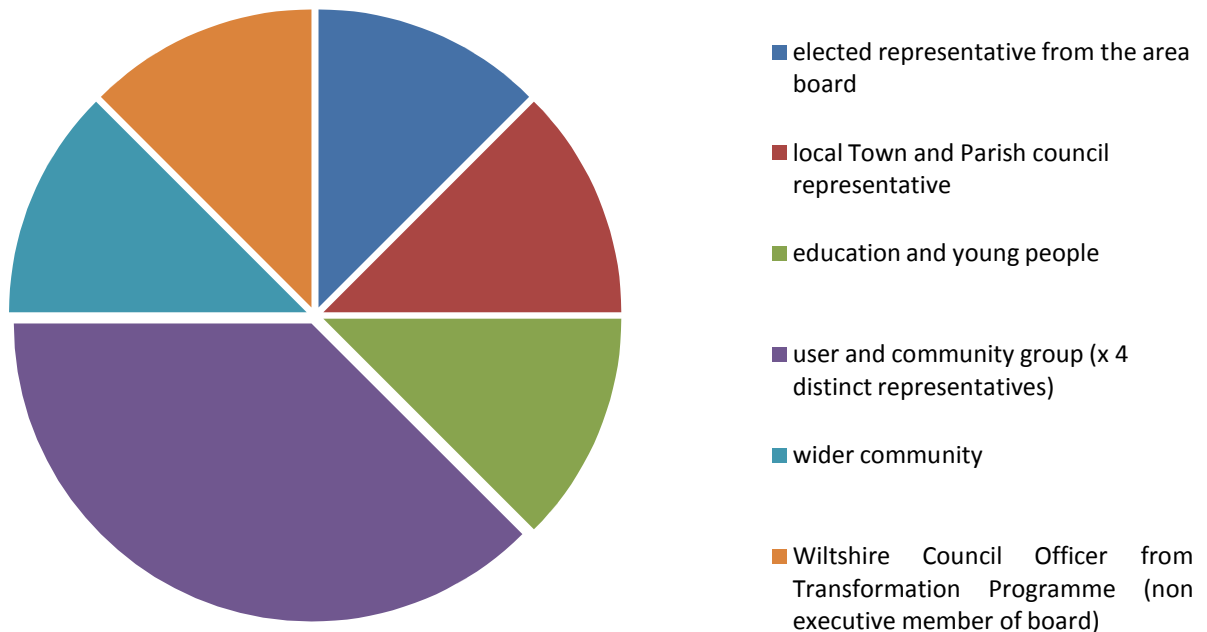
The Shadow Community Operations Board will need to work with the Council and its partners to ensure that the following approved principles are delivered:

- (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.

- (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 four 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 Transformation Programme and will be invited to sit on the board as a non-executive party.
- (vi) Each party should endeavor to be represented at each formal meeting.
- (vii) Each executive party will have equal rights.
- (viii) The chairperson may, in consultation with the area board representative on the COB, co-opt on non-executive representatives of the community as appropriate.

### 4 Roles and responsibility

#### 4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability 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 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 campus delivery project.
- (ii) There may be elements or decisions required 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 endeavor 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**

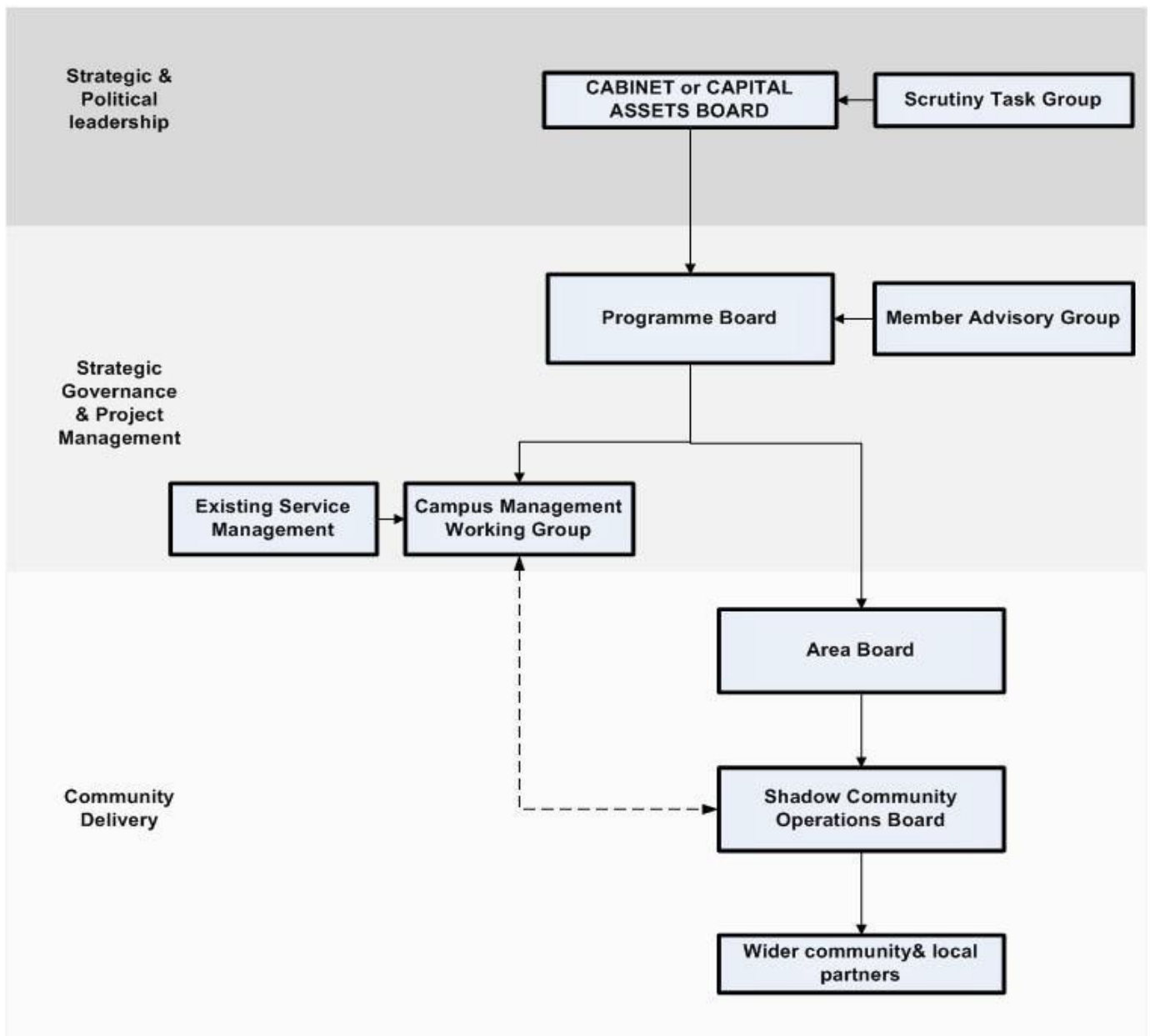
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or items are confidential and as such the Council requires all members of the Shadow Community Operation Board to sign non-disclosure agreements. 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

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

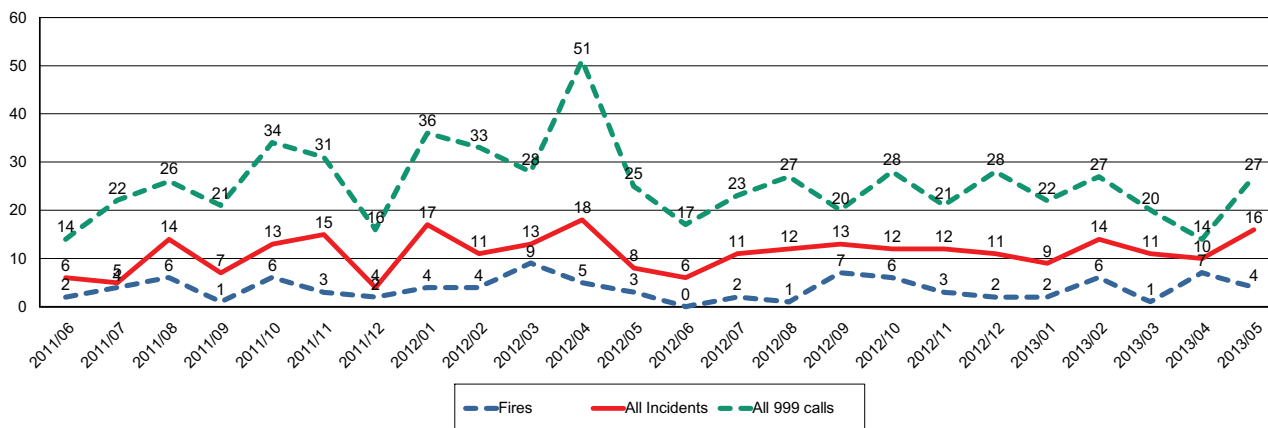




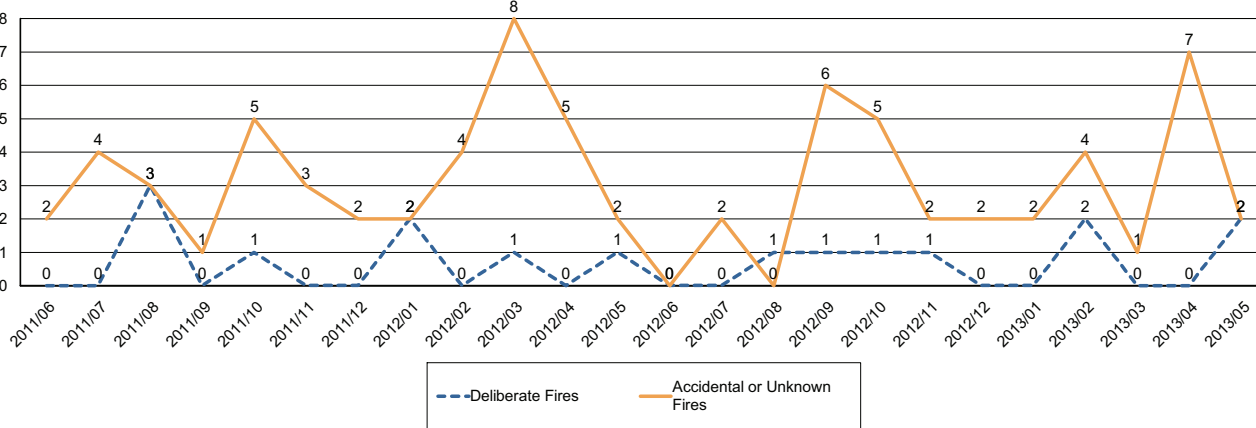
## Report for Calne Area Board

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

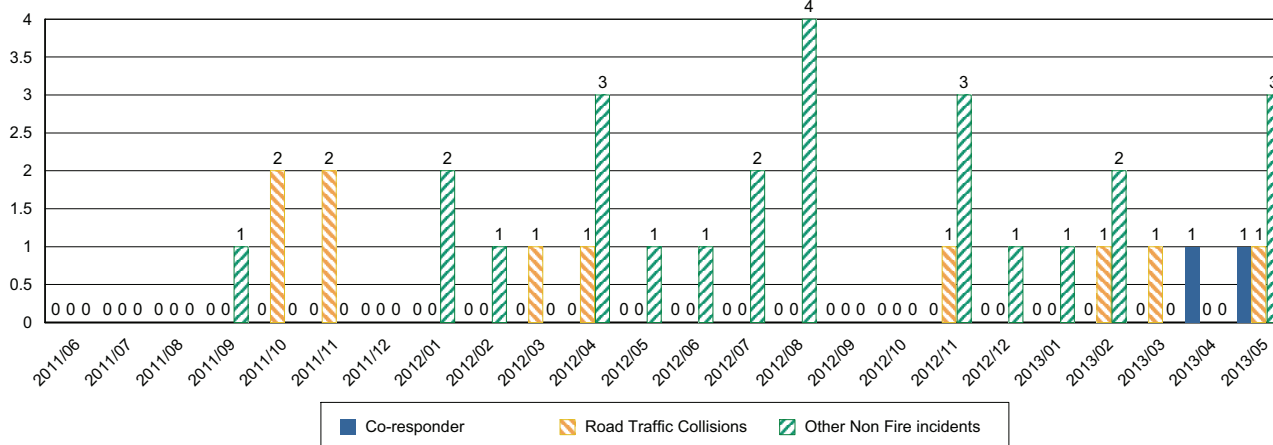
### Incidents and Calls



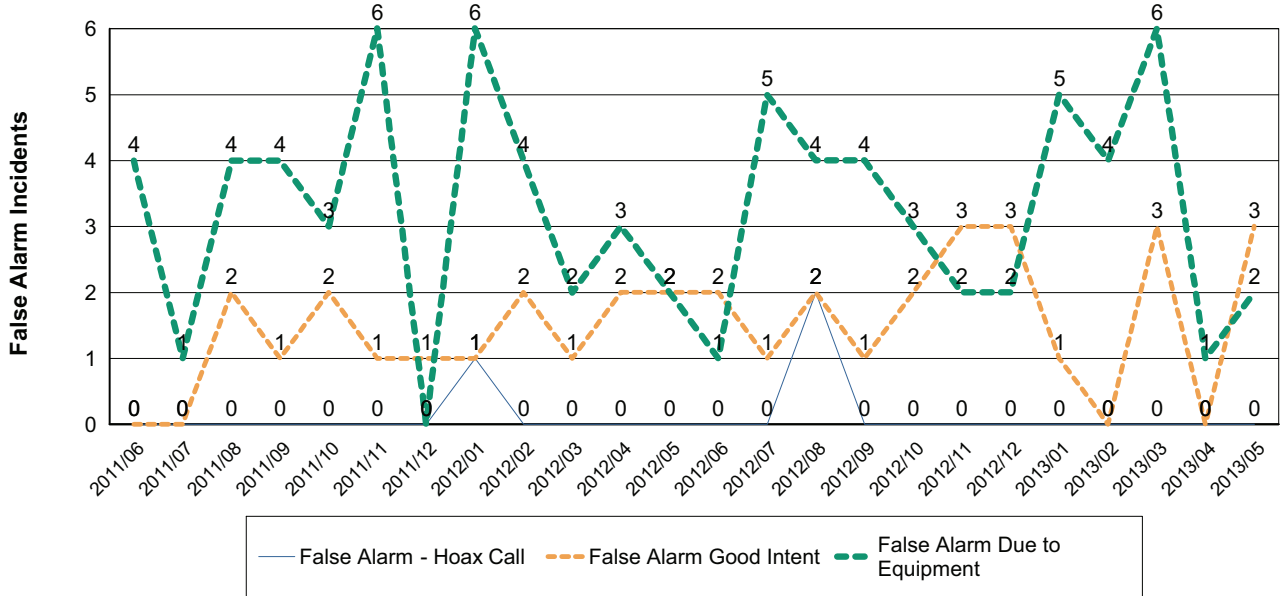
### Fires by Cause



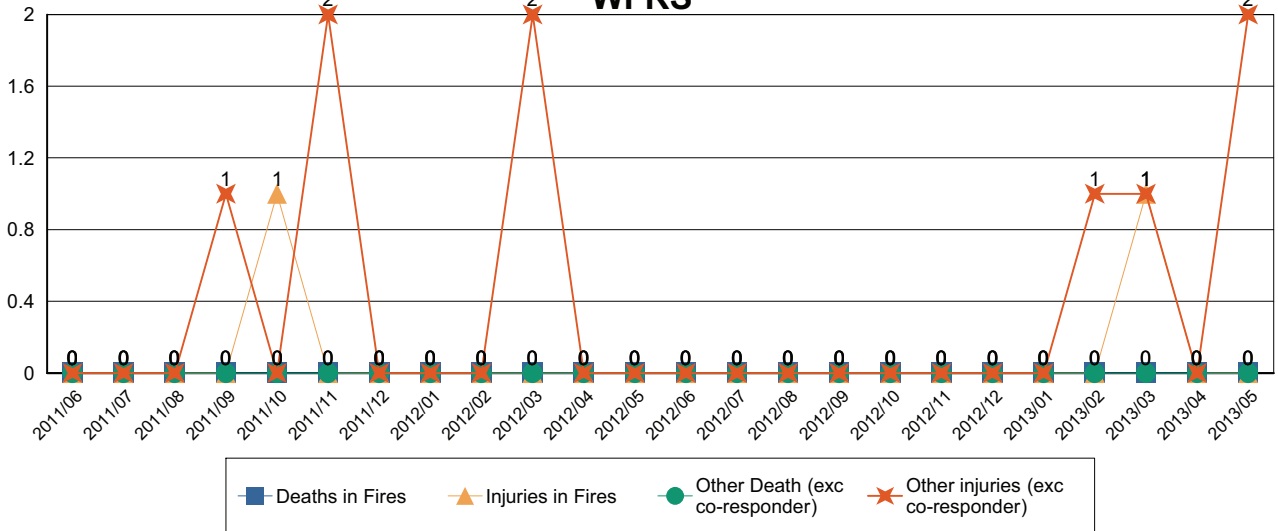
### Non-Fire incidents attended by WFRS



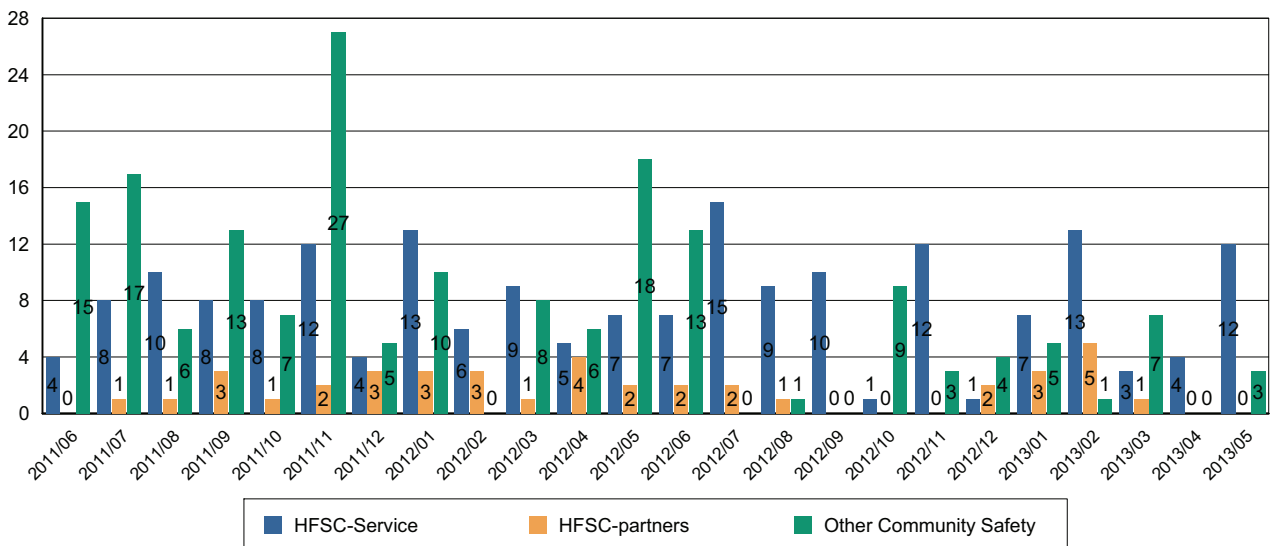
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

## **AREA BOARD UPDATE – MAY 2013**

On 1 April 2013, the GP led Wiltshire Clinical Commissioning Group (CCG) became the statutory body responsible for commissioning local health services for Wiltshire. Wiltshire CCG is passionate about commissioning the highest quality care for our patients as close to their homes as possible - 'The right healthcare, for you, with you, near you'

Our vision will ensure that NHS care in Wiltshire can operate with improved effectiveness. Implicit in this will be greater integration between community services, general practice and working in close partnership with Wiltshire Council.

The vision puts the patient in control whilst ensuring that every opportunity is given for the residents of Wiltshire to improve their health. It's about the CCG working with people in the community, the Local Authority and other organisations to identify and understand patients' requirements so that services can be designed to meet their needs. Key to our approach is that the CCG is clinically led with GPs proactively involved in the decision making as they are in the best place to engage with the local population to help improve health and wellbeing.

As Wiltshire is a relatively dispersed, rural community which naturally divides into three areas of population, our structure incorporates three local groups to gain the collective, specific and local knowledge of general practitioners across the county. The three local groups cover the communities of:

- South Wiltshire – (Sarum Group)
- North and East Wiltshire (NEW Group)
- West Wiltshire (WWYKD Group)

The CCG will commission services for the population of Wiltshire using local information obtained from members of GP practices in each group. The groups will be responsible for ensuring delivery of quality health services from acute and community providers of health services.

We aim to ensure that all our stakeholders are engaged in a meaningful, consistent and timely manner in having a say regarding health services. The feedback we garner will be used to assist in the decision making process for healthcare improvements in Wiltshire.

Our aims are to:

- To make clinically led commissioning a reality in providing local solutions to local needs
- To deliver strategic plans which address the needs of local populations and involve patients, practices and partners
- To address the growing needs of our ageing population, and the mental health and emergency needs of our combined populations
- To encourage and support the whole population in managing and improving their health and wellbeing
- To ensure sustainability of the emerging organisation in delivering cost effective healthcare
- To communicate effectively, staying engaged with all of our patients, partners and stakeholders.

**Our 7 key priorities are:**

- 1 – Staying healthy and preventing ill health
- 2 – Planned care
- 3 – Unplanned care and frail elderly
- 4 – Mental health
- 5 – Long term conditions (inc Dementia)
- 6 – End of life care
- 7 – Community services and integrated care.

Contact:

Tracy Torr  
Communications and Engagement Officer  
Wiltshire Clinical Commissioning Group  
Tel: 01380 736010 or [tracy.torr@nhs.net](mailto:tracy.torr@nhs.net)



Report to	Calne Area Board
Date of Meeting	11 <sup>th</sup> June 2013
Title of Report	Highways Working Group (CATG) – C and unclassified routes Speed Limit Review 2013/14
<p>Purpose of Report</p> <p>To ask the Area Board to consider recommendations from the Calne Community Area Highways Working Group (CATG) with respect to the following:</p> <p>Speed Limit Review - C &amp; unclassified roads</p> <ol style="list-style-type: none"> <li>1. Submit C50 (from A4 east of Quemerford through Blackland to the A361 Devizes to Beckhampton Road.) and C112 from A4 at Pewsham, Stanley Lane through Bremhill to Turf House Lane) to the C &amp; unclassified roads speed limit review as Calne Area Board priority routes. (appendices 1&amp;2)</li> <li>2. Submit C247 (from A4 at Quemerford through Heddington to Heddington Wick) to the C &amp; unclassified roads speed limit review as a Calne Area Board reserve priority. (appendices 1&amp;2)</li> </ol>	

## Background

### 1.1. Speed Limit Review:

- 1.1.1. Each Community Area is asked to identify 2 priority routes to put forward to the C & unclassified roads Speed Limit Review in 2013/14.
- 1.1.2. Each Community Area is asked to identify a 3<sup>rd</sup> route to act as a reserve, in case either of the priorities cannot be assessed due to the need to ensure routes consistency across community area borders.
- 1.1.3. The review will be undertaken in accordance with the Department of Transport Circular 01/13 – Setting Local Speed Limits.
- 1.1.4. Changes on the ground for successful routes are expected in 2014.
- 1.1.5. Due to the complexity of assessing, identifying and selecting schemes from the many issues and requests that are received by the Area Board and the potential time that such an agenda would take, each area board is required to set up a highways working group or Community Area Transport Group (CATG) to make recommendations to the area board. The Calne CATG comprises of a lead Calne area board councillor and nominated representatives from the community (see below).

Christine Crisp	Calne Area Board
Ed Jones	Chair, Focus on Five (Parish Forum)
Charles Boase	Town Council
Geoff Procter	Parish Council
Gibb Hancock	Parish Council

- 1.1.6. The CATG last met on 21<sup>st</sup> May 2013 to review issues and to prepare recommendations for the area board. (appendix 3).

## 2. Main Considerations

### 2.1. Speed Limit Review:

- 2.1.1. If the Area Board decides to follow the recommendations of the CATG (Highways Working Group) with regards to priority C & unclassified routes for speed limit reviews it will be addressing community issues expressed on the Area Boards issue log.
- 2.1.2. Relevant Parish Councils have supported the concerns of individual members of the community with regards to traffic speeds on these routes.
- 2.1.3. All routes recommended for submission to the speed limit review experience higher collision rates than others within the community area.

### 3. Environmental & Community Implications

- 3.1. Environmental and community implications were considered by the Highways Working Group (CATG) during its deliberations. The identification of priority issues will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual scheme.

### 4. Financial Implications

- 4.1. No financial implications are linked to decisions made in line with the recommendations of the Highways Working group (CATG) on this occasion, in so far as the Area Board is concerned.

### 5. Legal Implications

- 5.1. The review will be undertaken in accordance with the Department of Transport Circular 01/13 – Setting Local Speed Limits..

### 6. HR Implications

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

### 7. Equality and Inclusion Implications

- 7.1. The schemes recommended in this report will improve road safety for all users of the highway.

## 8. Recommendations

### 8.1. Speed Limit Review - C & unclassified roads

8.1.1. Submit C50 (from A4 east of Quemerford through Blacklands to the A361 Devizes to Beckhampton Road.) and C112 from A4 at Pewsham, Stanley Lane through Bremhill to Turf House Lane) to the C & unclassified roads speed limit review as Calne Area Board priority routes. (appendices 1&2)

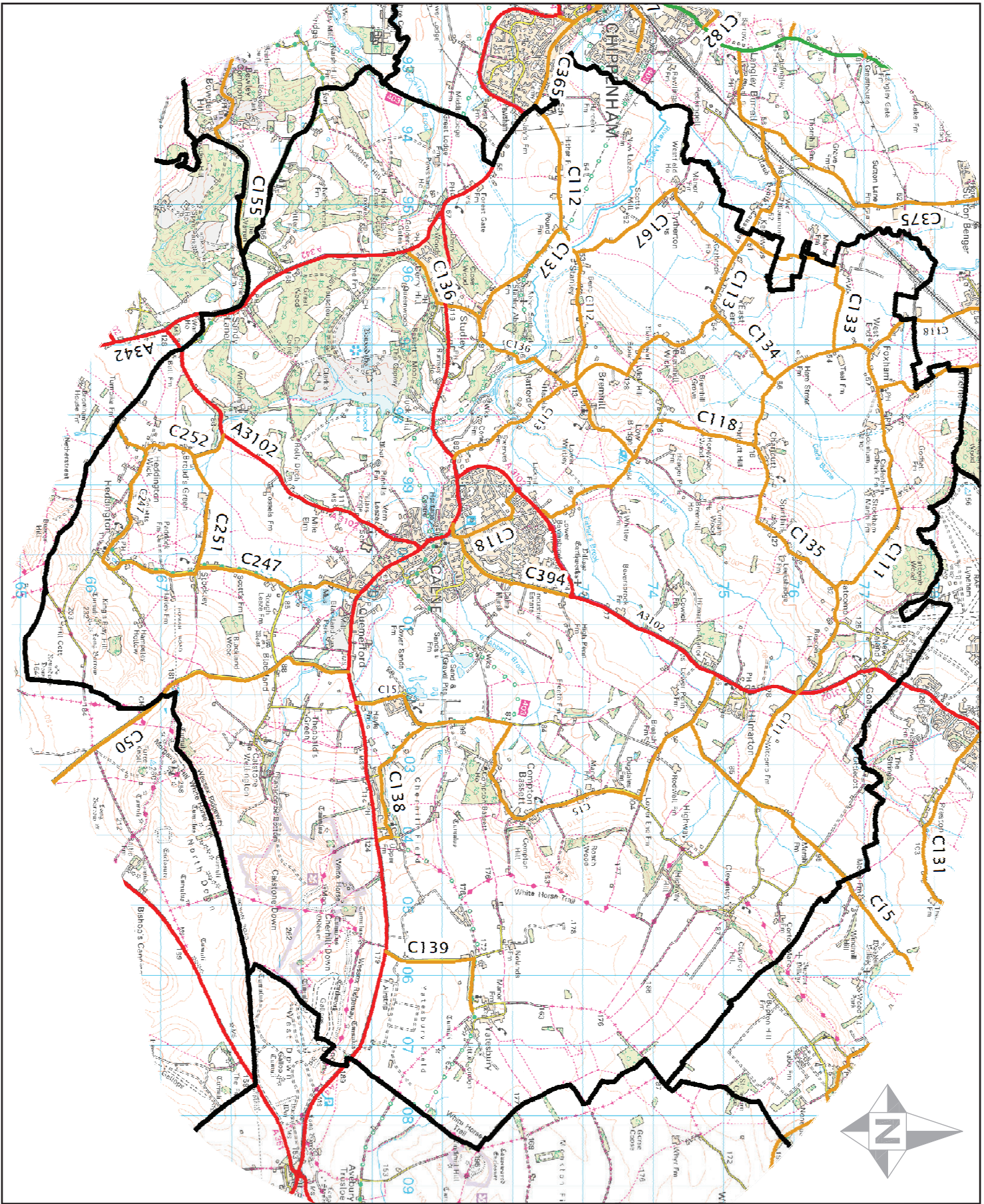
8.1.2. Submit C247 (from A4 at Quemerford through Heddington to Heddington Wick) to the C & unclassified roads speed limit review as a Calne Area Board reserve priority. (appendices 1&2)

## 9. Appendices

Appendix 1	C & unclassified routes in the Calne Community Area
Appendix 2	C & unclassified routes – Collision rate statistics
Appendix 3	Meeting notes of Calne CATG (Highways Working Group) 21 <sup>st</sup> May 2013

Unpublished documents used in the preparation of this report include meeting notes from the Calne Community Area Highways Working Group (CATG).

Report Author	Jane Vaughan, Community Area Manager Telephone 01249 706447 Email: jane.vaughan@wiltshire.gov.uk
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- NOTES:
- COMMUNITY AREA BOUNDARY
  - A CLASS ROADS
  - B CLASS ROADS
  - C CLASS ROADS

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**Wiltshire Council**  
 Where everybody matters  
**Traffic & Network Management**  
 County Hall, Bishopscourt Road, Trowbridge  
 Wiltshire, BA14 8LD  
 Tel: 0300 4560100  
 Website: www.wiltshire.gov.uk

REV	DATE	PREPARED BY	CHECKED BY	DESCRIPTION
0				GTR DMT1 DMT1 ORIGINAL
A				
B				
C				
D				
E				
F				

DRAWING PURPOSE:  
**ISSUE**

PROJECT:  
**'C' & UNCLASSIFIED ROADS  
 SPEED LIMIT REVIEW**

DRAWING TITLE:  
**CALNE  
 COMMUNITY AREA**

SCALES:	NOT TO SCALE	SHEET SIZE:	A3
DRAWING No.:	2011-108 WLT GTR DMT1	REVISION:	0
FILE REF:	L:\IT\ROADS\SIGNS\LIMIT01\08WILTSCOMMAREA\01		



## Calne Community Area

### C Road Collision Rates

Route	Collision Rate (per km)	Comment	Other Area Board
C15	1.48	Overall rate distorted by high rate in several short sections.	Wootton Bassett 35%
C50	1.38	Higher rate sections north of A361 to Quemerford	Devizes 70%
C112	0.88	Higher rate section between Chippenham & Stanley	
C113	0.81	Higher rate section around Kellaways	Chippenham 20%
C394	0.58		
C247	0.50		
C136	0.40		
C118	0.33		Chippenham 10%
C133	0.26		
C111	0.00		
C132	0.00		Chippenham 70%
C134	0.00		
C135	0.00		
C137	0.00		
C138	0.00		
C139	0.00		
C167	0.00		
C251	0.00		
C252	0.00		

Note

Collision Rates exclude lengths already subject to 30mph.



## Highways Working Group (CATG)

Notes of the Working Group Meeting: 21<sup>st</sup> May 2013

**Attendees:** Cllr Christine Crisp (Wiltshire Council), Charles Boase (Calne Town Council), Ed Jones (Focus on Five Parish forum), Geoff Procter (HAGGIS), Martin Cook (Wiltshire Council, Area Highways Engineer), Spencer Drinkwater (Wiltshire Council Principal Transport Planner), Mark Stansby (Wiltshire Council Senior Traffic Management Engineer), Jane Vaughan (Wiltshire Council - Calne Community Area Manager).

1. **Apologies:** Gibb Hancock (Cherhill Parish Council).

*Notes of this meeting were taken by Jane Vaughan.*

2. **Community Speedwatch**

Jane Vaughan reported that a request has been made for a metrocount at the site previously identified on Stockley Lane.

It was also noted that the Speedwatch scheme is currently under review and that, as a result of the success of the scheme so far, additional resources are being sought to meet the administration requirements which have, to this point, been undertaken by Wiltshire Police.

3. **SID (Speed Indicator Device) rota**

Christine Crisp noted that the SID is currently located at Compton Bassett and is in working order. JV reported that the current rota runs until June. It was suggested that the current rota will continue, but that the group may wish to ask the Area Board to review the current sites later in the year.

4. **Update on schemes from 2012/13**

- **Maud Heath's Causeway Study:** This work is ready to take place. An area board Councillor Initiative to provide £3500 towards the cost of this study was agreed by all members of the last Calne Area Board and the Service Director for Communities on 19<sup>th</sup> March 2013. MS will make arrangements for Area Board funding to be transferred as agreed. This decision has not yet been reported to the area board as result of the gap in meetings due to the recent local council elections. JV/CC will update the Area Board at its next meeting (11<sup>th</sup> June 2013).
- **Goatacre Refuge:** MS reported this scheme is complete apart from a few minor amendments relating to road marking.

Geoff Procter reported that the Parish Council has received positive comments following the installation of the refuge.

### ACTIONS

MS arrange transfer of funds.

JV/CC update the Area Board at its next meeting.

## 5. CATG budget 2013/14

MS/SD reported that the Calne Area Board CATG has a budget carryover of £1,868.17 (as a result of planned work being achieved under budget). In addition it is understood that the budget for 2013/14 will remain the same as in previous years (£12,465) but there has yet to be confirmation of the continuance of the Substantive Highways Scheme.

## 6. Schemes for 2013/14

- JV reported that Town and Parish Councils have been contacted to ask for potential priority schemes for the Area Board to consider. To date schemes have been received from Calne Without, Hilmarton and Calne Town.
- SD provided an overview of Schemes considered so far, not all complete or viable.
- It was decided that the CATG should allow more time for additional schemes to be proposed and aim to take a report to the August Area Board for prioritisation.

JV send reminder to town and parish councils.

## 7. Speed limit review 2012/13:

- MS reported that, due to delays resulting from a change in consultants undertaking the review, results are not yet available. The group were reminded that last year's priorities were:
  - C15 (A4 Quemerford – Compton Bassett – Wootton Bassett)
  - C113 (A4 near Ratford – Bremhill – Langley Burrell)
  - Reserve C112 (A4 Pewsham – Stanley – Low Bridge nr Turf House Lane)

## 8. Speed limit review 2013/14

- The group considered and discussed potential priority routes for recommendation to the Area Board alongside issues reported to the Area Board by local people/parish councils/police and also the official statistics of collision rates and the advice of highways officers relating to their knowledge of the criteria that is used to select which of the choices across the County will go forward to the actual review.

It was felt that as statistical information has not changed, last year's reserve option should form one of the priorities.

The routes that will be reported to the Area Board are:

- C50 from the A4 at Quemerford through Blackland to the A361 Devizes – Beckhampton road.
- C112 from the A4 at Pewsham, Stanley Lane through Bremhill to C118 (Turf House Lane)

JV prepare report for the Area Board.

CC/JV take report to June Area Board.

Once again the Board is also requested to provide a reserve option. In this instance the recommendation from the CATG is;

- Reserve: C247 from A4 at Quemerford through Heddington to Heddington Wick.

**9. Any other business**

- MS explained that all contracts for street cleaning and streetscene has changed from 'Ringway' to Balfour Beatty 'living places'.

**10. Date of next meeting**

Jane Vaughan was asked to arrange the next meeting on 30<sup>th</sup> July 2013, 4pm at the Community Hub, Calne.

JV arrange next meeting



Report to	Calne Area Board
Date of Meeting	11 <sup>th</sup> June 2013
Title of Report	Abberd Way/Penhill Road proposed traffic calming scheme.
Purpose of Report	
<ol style="list-style-type: none"><li>1. To ask the Area Board to approve a proposed traffic calming scheme at the junction of Abberd Way and Penhill Road. (appendix 1).</li></ol>	

## Background

- 1.1. The Calne Sandpit Road s106 working group was set up by the Calne Area Board to work with Highways officers to identify and advance transport related schemes with regards to the section 106 legal agreement attached to development at Sandpit road.
  - 1.2. The group is specifically tasked with ensuring that schemes take into account the views of the local community in respect of the following:-
    - Oxford Road Pedestrian / Cyclist improvements and reduction of through traffic\*<sup>1</sup>,
    - Footway and/or cycleway links to Calne town centre, school and employment sites\*<sup>2</sup>,
    - Signage to enhance footway and cycle way usage\*<sup>3</sup>,
    - Enhancing bus stops\*<sup>4</sup>.
- \*1 \*2 \*3 \*4 Sandpit Road s106 Schedule 5 'Summary of Unilateral Undertaking' (appendix 2)
- 1.3. At the Calne Area Board meeting held on 14<sup>th</sup> August 2012 the Calne Mayor raised local concerns about road safety at Abberd Way following road collisions, some of which had involved pedestrians/cyclists.

## 2. Main Considerations

- 2.1. In response to local concerns about road safety issues, the Sandpit Road (s106) working group produced preliminary plans for a traffic calming scheme at the junction of Abberd Way/Penhill Road.
- 2.2. Road traffic collision statistics reveal that, in the 36 month period between 1<sup>st</sup> March 2010 and 28<sup>th</sup> February 2013, there were 2 accidents at this spot. 1 was classified as serious and the other as slight, both involved young people under the age of 16. (appendix 3)
- 2.3. Preliminary plans were shared with the Town Council, the Community Area Partnership; they were displayed in the Community Hub together with a written explanation and a comments box for local people to voice their opinion, they were also publicised online through the Community Area Network and Calne Our Community Matters blog site.
- 2.4. Only 8 comments were received in response to consultation, 4 in favour of the plans and 4 against. These were considered with the plans by the Area Board on 5<sup>th</sup> February 2013. At this point the Area Board accepted the plan for development through further consultation to detailed design stage.
- 2.5. The working group noted the comments received and a revised scheme was designed.
- 2.6. This scheme has been displayed in the Community Hub and letters have been delivered to local residents – to date no comments have been received.

## 3. Environmental & Community Implication

- 3.1. The creation of safer routes in the area will advance an important priority for the community: promoting walking and cycling to help improve air quality in the town centre and to promote healthier lifestyles in the population.

4. Financial Implications

4.1. Financial implications linked to decisions made with regards to this traffic calming scheme will be met through the section 106 legal agreement.

5. Legal Implications

5.1. This traffic calming scheme is linked to the legal Section 106 agreement.

6. HR Implications

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

7. Equality and Inclusion Implications

7.1. The schemes recommended in this report will improve road safety for all users of the highway

8. Recommendations

8.1. It is recommended that the Area Board supports this scheme and that officers are requested to initiate its implementation.

9. Appendices

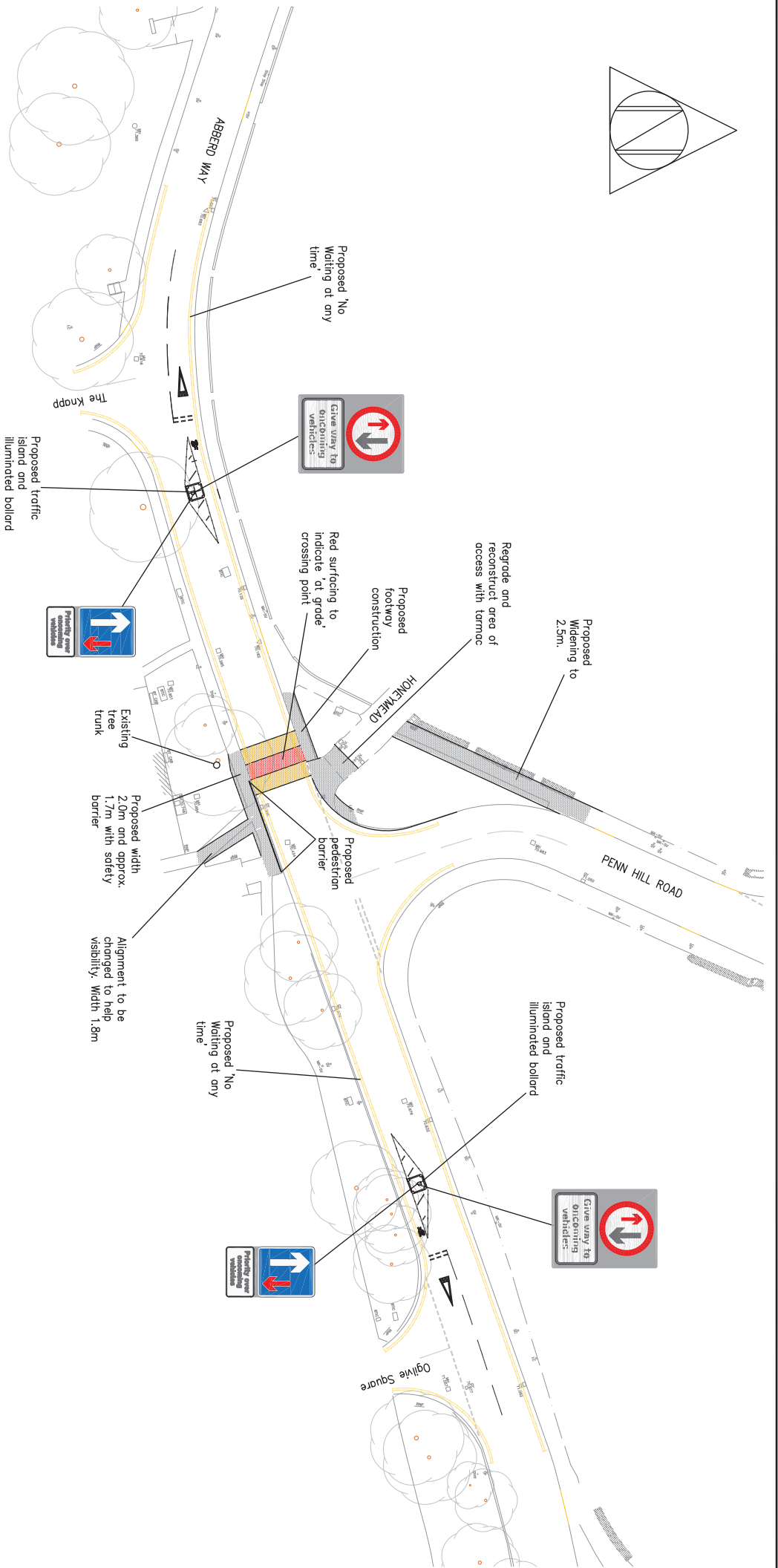
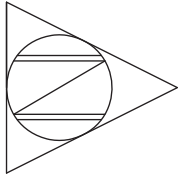
Appendix 1	Proposed Abberd Way/Penhill Road junction traffic calming scheme
Appendix 2	Sandpit Road s106 Schedule 5 'Summary of Unilateral Undertaking'
Appendix 3	Traffic Collision statistics 01/03/2010 – 28/02/2013

No unpublished documents were used in the preparation of this report.

Report Authors      Jane Vaughan, Community Area Manager  
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NOTES

**Wiltshire Council**  
Where everybody matters  
Traffic & Network Management  
County Hall, Bythesea Road, Trowbridge  
Wiltshire, BA14 8JD  
Tel: 0300 4560100  
Website: www.wiltshire.gov.uk

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Wiltshire Council (00049920) 2012

**PROJECT**  
Culpe, Sample Road Section 106 Working Group  
Abberd Way/ Penn Hill Road Junction  
Proposed Traffic Scheme

**DRAWING TITLE:**  
Preliminary Design

SCALE:	1/500	SHEET SIZE:	A3
<b>DRAWING No:</b>	2012-024-2008	<b>REVISION:</b>	B
<b>FILE REF:</b>	Lnht Transport\Current Schemes		

REV	DATE	BY	DESCRIPTION
A			ORIGINAL
B	04/03/12	SHS	supercedes D007-A
D			
E			
F			

**DRAFT**





## SUMMARY OF UNILATERAL UNDERTAKING

Paragraph No. of Schedule 5	Component	Financial Value	Responsibility for Implementation
1	Travel Plan Monitoring Fees	£10,000	The Owners
2	Travel Plan Co-ordinator funding	£48,000	The Owners
3	Bus Service Revenue Support	£300,000	The Owners
4	Oxford Road Pedestrian/Cyclist Improvements and Reduction of Through Traffic	£100,000	The Council
5	Footway and/or Cycleway links to Calne Town Centre, School, Employment Sites	£150,000	The Council
6	Signage to Enhance Footway and Cycleway usage	£2,500	The Council
7	New Transport Maps	£2,000	Travel Plan Co-ordinator
8	Fund for 10% Cycle Discount Scheme	£3,500	Travel Plan Co-ordinator
9	Cycle Training Scheme	£1,000	Travel Plan Co-ordinator
10	Maintaining a Car Sharing Register	£1,000	Travel Plan Co-ordinator
11	Marketing a Car Sharing Register	£2,000	Travel Plan Co-ordinator
12	Enhancing Bus Stops	£32,000	The Council
13	Travel Plan Welcome Packs	£5,500	Travel Plan Co-ordinator
14	Travel Plan Newsletter	£5,000	Travel Plan Co-ordinator
15	Providing Personalised Travel Planning	£15,000	Travel Plan Co-ordinator
16	Additional Funding if Targets are not met	£150,000	Travel Plan Co-ordinator
17	Travel Plan Monitoring Surveys	£16,000	Travel Plan Co-ordinator
18	Travel Plan Auditing	£4,000	Travel Plan Co-ordinator

'The Owners' refers to the three owners of the development land, as set out in the recital of the Unilateral Undertaking.

'The Council' refers to the Wiltshire Council, as set out in the recital of the Unilateral Undertaking.



Accidents between dates 01/03/2010 and 28/02/2013 (36) months

Selection: Notes:

Selected using Build Query :

07241/12 24/01/2012 Tuesday Time 1550 Vehicles 1 Casualties 1 Slight  
Fine without high winds Road surface Dry Daylight:street lights present  
Special Conditions None Road Type Single carriageway  
V1 (CAR) TRAV W COLLIDED WITH PEDESTRIAN (CAS 1) TRAV N CROSSING FROM NEARSIDE. DEP  
Occurred on NEAR NO. 5 (?), ABBERD WAY, CALNE (EXACT LOCATION UNCLEAR).

Vehicle Reference 1 Car Slowing or Stopping  
Not in restricted lane No skidding, jack-knifing or overturning  
First point of impact Front Age of Driver 38 Breath test Negative  
Vehicle direction E to W Driver Postcode SN11 8PN  
FRV Not foreign registered vehicle Journey Taking pupil to/from school  
Left hand drive

Casualty Reference: 1 Age: 07 Male Pedestrian Severity: Slight  
Pedestrian Direction: N School pupil to or from school  
Seatbelt Not Applicable Cycle helmet

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57845/12 30/06/2012 Saturday Time 1800 Vehicles 1 Casualties 1 Serious  
Fine without high winds Road surface Wet/Damp Daylight:street lights present  
Special Conditions None Road Type Single carriageway  
V1 (CAR) TRAV NE, CAS 1 (PEDESTRIAN) RAN FROM N TO S FROM BEHIND A PARKED VEHICLE INTO THE PATH OF V1  
AND WAS KNOCKED OVER MM  
Occurred on ABBERD WAY APPROX 10M NW OF JUNC BROKEN CROSS, CALNE

Vehicle Reference 1 Car Going ahead  
Not in restricted lane No skidding, jack-knifing or overturning  
First point of impact Front Age of Driver 36 Breath test Negative  
Vehicle direction SE to NW Driver Postcode SN11 0HY  
FRV Not foreign registered vehicle Journey Unknown  
Left hand drive

Casualty Reference: 1 Age: 13 Female Pedestrian Severity: Serious  
Pedestrian Direction: S  
Seatbelt Not Applicable Cycle helmet

Accidents between dates 01/03/2010 and 28/02/2013 (36) months

Selection:

Notes:

Selected using Build Query :

Accidents involving:

	Fatal	Serious	Slight	Total
Motor vehicles only (excluding 2-wheels)	0	1	1	2
2-wheeled motor vehicles	0	0	0	0
Pedal cycles	0	0	0	0
Horses & other	0	0	0	0
Total	0	1	1	2

Casualties:

	Fatal	Serious	Slight	Total
Vehicle driver	0	0	0	0
Passenger	0	0	0	0
Motorcycle rider	0	0	0	0
Cyclist	0	0	0	0
Pedestrian	0	1	1	2
Other	0	0	0	0
Total	0	1	1	2







Report to	Calne Area Board
Date of Meeting	11 <sup>th</sup> June 2013
Title of Report	A3102 Greenacres Way / Oxford Road, Calne – Shared Use Path Footway Conversion
Purpose of Report	
<ol style="list-style-type: none"><li>1. To certify the conversion of a footway along A3102 Greenacres Way and Oxford Road, Calne, to a shared-use path for pedestrians and cyclists (appendix 1).</li></ol>	

## Background

- 1.1. The Calne Cycle Network identifies a number of areas where improvements are needed to facilitate safe, legal and convenient cycling. A need was identified to improve a route for cyclists wishing to travel safely alongside the northern section of the A3102 in Calne.
- 1.2. The link extends from the junction with Woodsage Way and the A3102 (near the roundabout of the A3102, Curzon Street and Chilvester Hill) and continues northeast to the junction of A3102 and Oxford Road. The link also extends into Oxford Road and continues south for approximately 75m. The shared use path will provide a link to several on road and off road cycle links to the north of Calne and will also link to the Beversbrook sports facility.
- 1.3. A shared use path was chosen as it provided the appropriate balance between safety for all users and ease of use at this location. The width of the existing path is only two metres however it is not bound on either side and there is a low observed pedestrian footfall; in this circumstance the width is considered adequate. The scheme will be low cost with the majority of expenditure being for signage. Experience has shown that well-designed shared use facilities can promote a better relationship between cyclists and pedestrians in the right circumstances. The provision of dedicated facilities for young and inexperienced cyclists is considered impractical within the constraints of the existing road network in this location.

## 2. Main Considerations

- 2.1. The former Calne Area Board Safer Routes working group identified this as one of the priority routes for safer cycling arrangements and, upon its disbandment; the priority was transferred to the Sandpit Road (s106) working group and the CATG.
- 2.2. CAT, the Transport theme group of the Community Area Partnership, has identified safer cycling and pedestrian routes in the town and villages as a significant priority.
- 2.3. At a meeting of Calne Town Council on Tuesday 14<sup>th</sup> May 2013 a Wiltshire Council report regarding this proposed footway conversion was noted. In addition, it commented that certain sections of the footway are in a poor state of repair and need resurfacing.

## 3. Environmental & Community Implication

- 3.1. The creation of safer cycling facilities in the area will advance an important priority for the community: promoting walking and cycling to help improve air quality in the town centre and to promote healthier lifestyles in the population.

## 4. Financial Implications

- 4.1. No financial implications are linked to decisions made in so far as the Area Board budget is concerned.

## 5. Legal Implications

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

## 6. HR Implications

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

## 7. Equality and Inclusion Implications

7.1. The schemes recommended in this report will improve road safety for all users of the highway

## 8. Recommendations

8.1. It is recommended that the Area Board supports this scheme and that officers are requested to initiate its implementation.

## 9. Appendices

Appendix 1	A3102 – Greenacres Way site plan
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No unpublished documents were used in the preparation of this report.

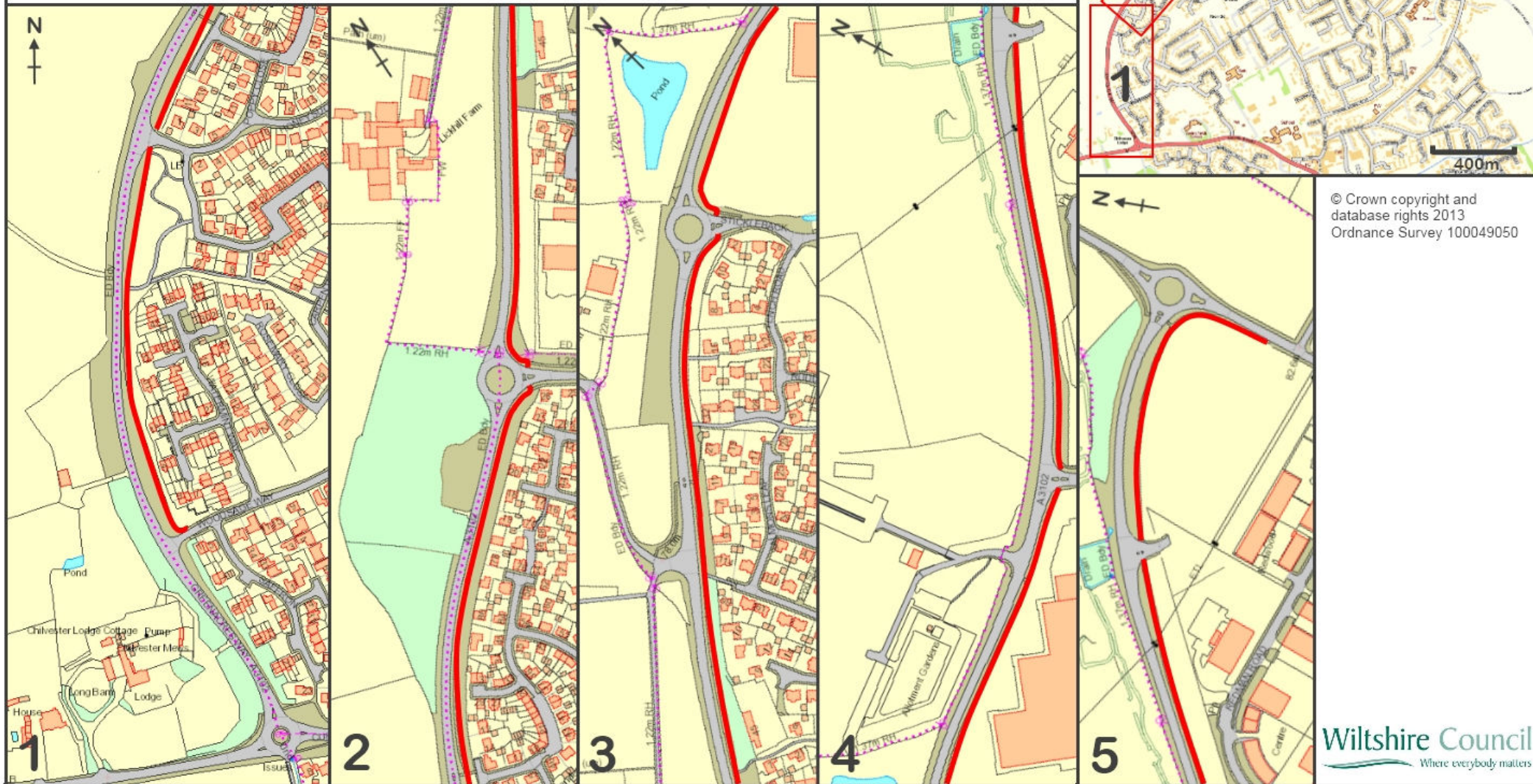
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Figure 1 - A3102 Greenacres Way & Oxford Road, Calne - Shared use path

 = Length of footway to be converted to cycle track (2571m)



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Ordnance Survey 100049050



<b>Report to</b>	<b>Service Director - Communities</b>
<b>Date of Meeting</b>	<b>14<sup>th</sup> March 2013</b>
<b>Title of Report</b>	<b>Councillor Led Initiative – Calne Area Board</b>
<b>Purpose of Report</b>  To ask the Service Director - Communities to consider funding a Councillor Led Initiative proposed by Councillor Christine Crisp:  <b>1. Maud Heath's Trust</b> – Phase one of project to restore section of Maud Heath's Causeway at East Tytherton.  <i>Officers recommend that £3,500 is awarded.</i>	

## 1. Financial Implications

- 1.1. Following awards made up to and including the Area Board meeting held on 5<sup>th</sup> February 2013 the budget remaining available to the Calne Community Area Board for 2012/13 was £4,460.
- 1.2. If grants are awarded in line with officer recommendations, the Calne Community Area Board will have a balance of £960.

## 2. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
2.1	Councillor Christne Crisp.	Maud Heath's Causeway renovation study.	£3,500

- 2.1.1. **It is recommended that £3,500 is awarded to Maud Heath's Causeway Trust.**
- 2.1.2. Officers are of the opinion that this application meets criteria for 2012/13.
- 2.1.3. All Calne Area Board Councillors have declared their support of the initiative by email communication with Councillor Crisp and the Community Area Manager.
- 2.1.4. The project links to the Calne Community Area Partnerships issues around road safety, the economy and the environment.
- 2.1.5. The project also links to issues that are being identified through the Calne Town Council 'Town Team' and the 'Calne Springs' working group that is looking at ways to encourage and promote tourism trade in the Community Area and also a pride amongst local people in their heritage.
- 2.1.6. Maud Heath's Causeway runs from Bremhill in the Calne Community Area through East Tytherton and on to Chippenham. It is an ancient monument that was gifted in 1474 to enable local people to walk to Chippenham without getting their feet wet.
- 2.1.7. An award will cover approx 30% of the cost of phase one of the project.
- 2.1.8. If the Area Board makes a decision not to fund the project the scheme will be delayed while alternative funding is sought.

<b>Appendices:</b>	<b>Appendix 1 Councillor Led Initiative application – Christine Crisp</b> <b>Appendix 2 Briefing Paper relating to requirements of study.</b>
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<b>Report Author</b>	Jane Vaughan, Community Area Manager Tel: 01249 706447 E-mail <a href="mailto:jane.vaughan@wiltshire.gov.uk">jane.vaughan@wiltshire.gov.uk</a>
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## Area Board Projects and Councillor Led Initiatives Application Form 2012/2013

**To be completed by the Wiltshire Councillor leading on the project**

Please ensure that you have read the Funding Criteria before completing this form  
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE  
CONSIDERED

<b>1. Contact Details</b>	
<b>Area Board Name</b>	Calne Area Board
<b>Your Name</b>	Councillor Christine Crisp
<b>Contact number</b>	07836 283187
<b>e-mail</b>	christine.crisp@wiltshire.gov..uk
<b>2. The project</b>	
<b>Project Title/Name</b>	Maud Heath Study
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Maud Heath's Causeway is an ancient monument given in 1474 and managed/protected by a charitable trust. It runs from Bremhill through East Tytherton and onto Chippenham. One of a number of under utilised tourist attractions in the Community Area, local people have considered it worthy of promoting more widely. A major new project is about to start to renovate the route at East Tytherton, which is in poor condition. In order to start this the Trust needs to undertake a detailed study that will provide background information for the project and to base large scale fundraising programme upon.
<b>Where is this project taking place?</b>	East Tytherton, Calne
<b>When will the project take place?</b>	2013/14
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	Raised initially by local people and the Parish Council, the need for this project has been confirmed by Highways Officers. If the Area Board does not help to fund the application, it will not happen.

<b>How will the local community benefit?</b>	This project forms the first phase of a much larger project, rather than making unfeasible requests to Wiltshire Council, Maud Heath's Trust/The Parish Council and local people will be supported and empowered to take an informed approach to addressing an issue that links to road safety, heritage and tourism priorities in the area.		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)	Yes - direct to CATG		
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)	Yes, road safety and promotion of heritage/tourist economy in the Community Area		
<b>What is the desired outcome/s of this project?</b> To empower the local community by providing a detailed study of the current state of the route at East Tytherton and additional matters relating to its renovation.			
<b>Who will be responsible for managing this project?</b> Maud Heath's Trust with guidance form Wiltshire Highways Officers.			
<b>3. Funding</b>			
<b>What will be the total cost of the project?</b>	£ £8,000		
<b>How much funding are you applying for?</b>	£ 3,500		
<b>If you are expecting to receive any other funding for your project, please give details</b>	<b>Source of Funding</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
	Bremhill Parish Council	1,000	1,000
	Maud Heath's Trust	3,500	3,500
<b>Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to.</b> (N.B. We cannot pay money into an individual's bank account)	Maud Heath's Trust		
<b>4. Declaration – I confirm that...</b>			
<input checked="" type="checkbox"/> <b>The information on this form is correct and that any grant received will be spent on the activities specified</b>  <input type="checkbox"/> <b>Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application</b>			
<b>Name:</b> Christine Crisp			<b>Date:</b> 12/03/2013
<b>Position in organisation:</b> Wiltshire Council Councillor			
<b>Please return your completed application to the appropriate Area Board Locality Team (<a href="#">see section 3</a>)</b>			



