

+

# MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Neeld Hall, High St, Chippenham SN15 3ER  
**Date:** 6 January 2014  
**Start Time:** 7.00 pm  
**Finish Time:** 8.15 pm

---

Please direct any enquiries on these minutes to:

Sharon Smith (Democratic Services Officer), Tel: 01225 718378 or (e-mail) [sharonl.smith@wiltshire.gov.uk](mailto:sharonl.smith@wiltshire.gov.uk)

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

---

## **In Attendance:**

### **Wiltshire Councillors**

Cllr Desna Allen (Vice Chairman), Cllr Chris Caswill, Cllr Bill Douglas, Cllr Nick Watts, Cllr Howard Greenman, Cllr Peter Hutton, Cllr Linda Packard (Chairman), Cllr Mark Packard, Cllr Nina Phillips and Cllr Jane Scott OBE, Cllr Philip Whitehead

### **Wiltshire Council Officers**

Victoria Welsh, Chippenham Area Manager  
Sharon Smith, Senior Democratic Services Officer  
Richard Dobson, Community Coordinator  
Richard Williams, Team Leader Integrated Youth  
Martin Rose, Principal Traffic Engineer

### **Town and Parish Councillors**

Chippenham Town Council – David Powell, Andy Phillips, John Scragg  
Biddestone and Slaughterford Parish Council – Rachel de Fossard  
Chippenham Without Parish Council – Ken Kennedy  
Kington Langley Parish Council – Maurice Dixson  
Langley Burrell Parish Council – Brian Patterson  
Nettleton Parish Council – David Pearce

### **Partners**

Police and Crime Commissioner – Angus Macpherson  
Wiltshire Fire and Rescue Service – Mike Franklin  
Chippenham and Villages Area Partnership (ChAP) – Julia Stacey, Alison Butler

Community Area Young Peoples' Issues Group  
Chippenham Partnership of Schools – Stephanie Davis

**Total in attendance: 47**

---

| <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, Councillor Linda Packard, welcomed everyone to the meeting and introduced the councillors and officers present.</p> <p>The Board were reminded that there several guest speakers this evening each of which would give an overview of their respective areas of expertise followed by an opportunity to ask questions.</p> <p>The panel members would be introduced at the beginning of the relevant item.</p>   |
| 2                      | <p><u>Apologies</u></p> <p>No apologies were received.</p>   |
| 3                      | <p><u>Minutes</u></p> <p><b><u>Decision</u></b><br/> <b>The minutes of the meeting held on 4 November 2013 were signed and agreed as a correct record.</b></p>   |
| 4                      | <p><u>Declarations of Interest</u></p> <p>There were no declarations of interest received.</p>   |
| 5                      | <p><u>Chairman's Announcements</u></p> <p>Although no announcements were available at the time of the agenda publication, several had subsequently been made available, copies of which were at the meeting and could be found on the Wiltshire Council website.</p> <ul style="list-style-type: none"> <li>• <b>Community Infrastructure Levy (CIL)</b> – A consultation would be undertaken on the Draft Charging Schedule. The consultation would commence on Monday 13 January and end at 5pm on Monday 24 February.</li> <li>• <b>Core Strategy</b> – Following the Council's submission to the Inspector, it was found that parts of the Strategy required change. Two areas of importance to Chippenham were the increased housing requirement to 42,000 across Wiltshire and specifically the options for strategic sites.</li> </ul> <p>Further information on the Inspector's preliminary findings and the Council's response could be found on the Council's website at:</p> <p><a href="http://www.wiltshire.gov.uk/wiltshirecorestrategyexamination.htm">http://www.wiltshire.gov.uk/wiltshirecorestrategyexamination.htm</a></p> |

|   |  |
|---|--|
|   | <ul style="list-style-type: none"> <li>• <b>Integrated Performance Management Report</b> – The announcement, provided by the Clinical Commissioning Group (CCG) also included details of the webpage where a copy of the Report itself could be found, namely:<br/><br/> <a href="http://www.wiltshireccg.nhs.uk/wp-content/uploads/2013/11/Paper-09-Integrated-Performance-Report.pdf">http://www.wiltshireccg.nhs.uk/wp-content/uploads/2013/11/Paper-09-Integrated-Performance-Report.pdf</a> </li> </ul> <p><b>Connecting Wiltshire</b> – The Chairman drew the Board’s attention to the display stand at the meeting which included leaflets on cycling and walking routes in and around Chippenham. All were encouraged to take a look if not already done so.</p> <p><b>Area Board Focus Areas</b> – Although not included within the agenda, Councillors would be given the opportunity to provide updates on their identified areas at the end of the Partner Updates item.</p>   |
| 6 | <p><u>Town, Parish and Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> <li>i. <b>Parish and Town Councils</b><br/>The written reports were noted.</li> <li>ii. <b>Wiltshire Police</b><br/>The written report from Wiltshire Police was noted.</li> </ul> <p>The Police and Crime Commissioner, Angus McPherson, was invited to the podium to give details on the proposed precept.</p> <p>Angus McPherson confirmed that a consultation was taking place with regards a proposed increase in the police and crime element of the council tax of £3.15 per annum for the average home (based on a band D property).</p> <p>This proposed increase would reduce the potential funding shortfall for the next 3 years by £2.3m meaning that £12.5m savings would be required rather than the estimated £14.8m without.</p> <p>It was noted that the precept level, inclusive of any increase, would still remain the lowest within the South West.</p> <p>The proposed increase would help to minimise the impact proposed savings could have on front line services. £1.5m from reserves would also be used to enable continued recruitment of officers.</p> <p>All in attendance were encouraged to take part in the consultation with paper copies circulated at the meeting.</p> |

|   |  |
|---|--|
|   | <p>iii. <b>Chippenham Campus Development Team</b><br/>The update was noted.</p> <p>iv. <b>Chippenham Partnership of Schools</b><br/>The update was noted.</p> <p>v. <b>Wiltshire Time Credits</b><br/>The update was noted.</p> <p>As indicated within Chairman’s Announcements the relevant Councillors were invited to give updates on the following Focus Areas for 2013/14.</p> <p><b>Road Safety</b></p> <p>Councillor Bill Douglas confirmed that he continued to work with the Highways team. It was hoped that the ‘No Need for Speed’ campaign would be up and running within the next few months.</p> <p><b>Crime &amp; Community Safety</b></p> <p>Cllr Desna Allen had no further news to report since the last update.</p> <p><b>Deprivation</b></p> <p>Councillor Chris Caswill confirmed that a useful meeting had taken place before Christmas which had been hosted by Green Square. Cllr Caswill hoped to bring some proposals back to the Board for its next meeting.</p> |
| 7 | <p><u>Highways and Transport</u></p> <p>The Chairman welcomed the panel members in attendance to give details on their respective work relating to highways and transport.</p> <p>Due to the extreme weather conditions currently being experienced two of the presenters originally scheduled were now unable to attend as they were dealing with highways related problems around the county. The revised running order would therefore be:</p> <ul style="list-style-type: none"> <li>• Parvis Khansari – the presentation would now include details on local highways and street scene (originally scheduled to be presented by Bill Parks)</li> <li>• Martin Rose – the presentation would include details of the CATG and its work.</li> <li>• A DVD highlighting the responses received from the public would be shown.</li> <li>• Cllr Philip Whitehead – the presentation would now include details on</li> </ul>   |

weather and emergency plans (originally scheduled to be presented by Simon Rowe)

- Claire Walker – details of the Colerne Parish Council Snow Plans.

The Chairman requested that the minutes reflect her thanks to the emergency planning team of Wiltshire for all their hard work in dealing with the extreme conditions over recent weeks before welcoming the guests to speak.

Copies of all presentations made can be found attached to these minutes but included the following highlights:

**Parvis Khansari, Associate Director Highways & Transport**

- The UK was ranked 24 in terms of quality of roads with France currently holding first place. This was in part due to the emphasis of investment in recent years being placed on protecting frontline services.
- There had been a significant increase in traffic over the past 50 years resulting in much heavier usage specifically on A and B classified roads.
- Since 2001 the authority had taken advantage of available funding and had increased expenditure significantly in highways with plans for further investment over the next 6 years.
- Various data collections were used to measure conditions of the road networks to ensure they remained fit for purpose.
- The Chippenham community area consisted of approximately 275km of road, the condition of which was better than in some other areas of Wiltshire.
- Details of the maintenance scheme for 2013/14 were provided, further details of which could be found in the presentation.
- The potential future road maintenance sites identified for 2014-2020 were to be considered by the authority's Cabinet. If approved the list relating to the Chippenham area would be brought back to the Area Board for discussion.
- Central government had recently announced the release of funding that each local authority was able to bid for works that required urgent attention. Wiltshire Council was successful in its bid regarding the A350 project with utilities expected to be in place shortly to begin construction works.
- Further details on how services were being delivered at a local level were then provided on behalf of Bill Parks (who was unable to attend). This included:

- The Highways and Streetscene teams within the Council had now been merged as part of the new structure with staff for the Chippenham area as detailed below:
  - Western Area Manager – Chris Clark
  - Area Engineer – Paul Bollen
  - Chippenham Area Coordinator – Richard Dobson
- Contact details for the team were provided and could be found on the attached presentation.

**Martin Rose, Principal Traffic Engineer and CATG member** was welcomed to the podium. His presentation included the following:

- Community Area Transport Groups (CATGs) had been formed in 2010 across all 18 area boards.
- Since 2010 the Chippenham CATG, with town and parish councils, had funded 15 highways schemes. In 2013/14 there was a further commitment to fund a further 9 which included:
  - Langley Road (new footway and crossing)
  - Lowden Hill Tunnel (pedestrian and signing improvements)
  - Kington St. Michael Road (footway/bus stop improvements)
  - Lowden Tunnel (shuttle signals feasibility study)
- The vast majority of spend related to pedestrian projects with the remainder including road safety, signing, feasibility and lighting.
- Further information on how the CATG managed new requests was provided. This included that where issues were identified as priority engineers would review and report potential solutions to the CATG. For projects not identified as priority or for those exceeding the available funding allocation these could be put forward for substantive scheme consideration.
- Following the presentation a Voxpop DVD was shown where members of the public were asked the following two questions:
- What highways improvements would you most like to see in the Chippenham area? The responses included:
  - Better lighting
  - Improved cycle routes
  - More regular grass cutting
  - Better parking around the cinema
- Do you have a question about highways and transport that you would like us to put forward? The responses included:
  - What is being done about potholes?
  - What plans are there for future cycle paths?
  - Whether additional parking could be provided?

The presentation made by **Cllr Philip Whitehead, Portfolio Holder Highways Contracts**, included:

- That the transformation of teams should improve the service provided. The change was made to ensure a coordination of activity by one team with the community deciding on the priorities.
- The Council were working on how information could be better communicated, including what planned works there were and current works being undertaken in the local area.
- The 'My Wiltshire' app would at some point in the future replace the existing on-line reporting system. The 'My Wiltshire' allowed those wishing to download the app to report issues to the council via a remote device.

Cllr Whitehead also gave a presentation on behalf of Simon Rowe relating to the weather and emergency plans. This included:

- That the authority had a duty to ensure 'safe passage along a highway is not endangered by snow or ice' in accordance with the Highways Act 1980.
- Once informed the team had an approximate 2 hour window to salt all routes. This required the use of approximately 150 tonnes of salt covering a quarter of the Wiltshire roads. Where conditions fell below a set level for 5 days or more secondary routes were also covered, increasing the salt usage to 250 tonnes.
- The fleet consisted of 24 frontline vehicles and 40 vehicles for extended all route salting with Balfour Beatty on standby beyond this point. Some of the current vehicles had 'clever' technology which, although not used at present, would allow for a programme on board the vehicle to dictate appropriate dispersal of salt in the future.
- Approximately 130 farmers were on-call to provide further assistance to the team where required. The assistance of the local community was required to keep smaller c classified roads open. Each Parish was being encouraged to develop a Snow Plan utilising the help of the local community.

**Claire Walker, Colerne Parish Council**, gave a presentation on the Parish Council Snow Plan, which included:

- The benefits of a snow plan were demonstrated last year when the parish of Colerne, with the exception of just one day, were able to keep the roads clear during extreme weather conditions.
- Colerne, being the second highest village in the county, was an ideal candidate to take part in the snow plan pilot study.



- The aim of the plan was to provide a coordinated response to keeping the access routes into and within the parish open and to help vulnerable members of the community.
- The appointment of snow wardens had not been as successful as was hoped. Further work to address this was being done in the hope that additional wardens would be in place shortly.
- The parish had use of a Western gritter trailer but acknowledged that there was a need to provide clarity on insurance. There was currently some confusion over whether private vehicles were covered. Further details were awaited.
- The coordinator would be the initial contact who would then make contact with other named persons within the plan.
- The key to success was to ensure the areas covered by snow wardens was small. A member of Wiltshire Council would be able to visit any parishes working on their snow plans to provide guidance and this had proved extremely useful for Colerne.
- It was recommended that salt supplies were split and held around the local area. Colerne had 2 sites in 2013 and were hoping to expand to 4 sites this year.
- Communication was key with the use of such sources as parish magazines to draw attention to the Plan and to seek volunteers highlighted as a positive example.

The Chairman of the Board thanked all the officers for their presentations and opened discussion to the floor where the following information was clarified.

Those reporting issues using the Clarence system were now provided with a log number to allow them to follow up on the reported problem if desired.

The 'My Wiltshire' app was still at an early stage of its release and had been further developed since its initial release. The app had been extended to allow the user to select description criteria and was likely to continue being developed as and when appropriate.

To allow for better preparedness Parish Councils were encouraged to produce a Snow Plan.

The issue of flooding was raised with the work of the Flood Working Groups highlighted. It was understood that the funding allocation had increased from £600k in 2013 to £800k for 2014.

|   |  |
|---|--|
|   | The Chairman thanked all for their time and the interesting presentations made.  |
| 8 | <p><u>Funding applications</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2013/14 and noted that the application from 'The Nature of It' had been withdrawn following publication of the agenda.</p> <p>i. <u>Chippenham Rotary Hall</u><br/>The sum of £1,050 was requested for an IT improvement project.</p> <p><b><u>Decision</u></b><br/><b>The Area Board awarded the sum of £1,050 to Chippenham Rotary Hall.</b><br/><b><u>Reason:</u> <i>The application met the Community Area Grant Criteria 2013/14</i></b></p> <p>ii. <u>Kington Langley Village Hall Committee</u><br/>The sum of £960 was requested towards display screens.</p> <p><b><u>Decision</u></b><br/><b>The Area Board awarded the sum of £960 to Kington Langley Village Hall Committee.</b><br/><b><u>Reason:</u> <i>The application met the Community Area Grant Criteria 2013/14</i></b></p> <p>iii. <u>Chippenham River Bank Clean-Up Project</u><br/>The sum of £439 was requested for the purchase of cutting tools.</p> <p><b><u>Decision</u></b><br/><b>The Area Board awarded the sum of £439 to Chippenham River Bank Clean-Up Project.</b><br/><b><u>Reason:</u> <i>The application met the Community Area Grant Criteria 2013/14</i></b></p> <p>iv. <u>Happy Caterpillars Pre-School</u><br/>The sum of £5,000 was requested for the purchase of a new heating system.</p> <p><b><u>Decision</u></b><br/><b>The Area Board awarded the sum of £5,000 to Happy Caterpillars Pre-School.</b><br/><b><u>Reason:</u> <i>The application met the Community Area Grant Criteria 2013/14</i></b></p> <p>v. <u>Chippenham 'Parkrun' Organising Committee</u><br/>The sum of £3,000 was requested towards the start-up costs.</p> |

**Decision**

The Area Board awarded the sum of £3,000 to Chippenham 'Parkrun' Organising Committee.

**Reason: The application met the Community Area Grant Criteria 2013/14**

vi. Wiltshire & Berks Canal Trust

The sum of £4,849 was requested towards bank stabilisation.

**Decision**

The Area Board awarded the sum of £4,849 to Wilts & Berks Canal Trust.

**Reason: The application met the Community Area Grant Criteria 2013/14**

vii. Sevington Victorian School

The sum of £1,000 was requested towards an adult workshop.

**Decision**

The Area Board awarded the sum of £1,000 to Sevington Victorian School.

**Reason: The application met the Community Area Grant Criteria 2013/14**

viii. Chippenham Under 12s Girls Football Team

The sum of £498 was requested towards the purchase of a training kit.

**Decision**

The Area Board awarded the sum of £498 to Chippenham Under 12s Girls Football Team.

**Reason: The application met the Community Area Grant Criteria 2013/14**

ix. Chippenham Sports Club

The sum of £2,722 was requested towards sports equipment.

**Decision**

The Area Board awarded the sum of £2,722 to Chippenham Sports Club.

**Reason: The application met the Community Area Grant Criteria 2013/14**

x. Chippenham Folk Festival 2014

The sum of £3,150 was requested towards a community dance workshop and sound system.

**Decision**

The Area Board awarded the sum of £3,150 to Chippenham Folk

|   |  |
|---|--|
|   | <p><b>Festival 2014.</b><br/> <u><b>Reason:</b></u> <i>The application met the Community Area Grant Criteria 2013/14</i></p> <p>xi. <u>Councillor Initiative - Defibrillator Workshop</u><br/> The sum of £985 was requested towards an event to raise awareness.</p> <p><u><b>Decision</b></u><br/> <b>The Area Board awarded the sum of £985.</b></p>  |
| 9 | <p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for their attendance before asking those present to take part in an electronic evaluation of the meeting.</p> <p>The next meeting of the Chippenham Area Board would take place on Monday 3 March 2014 at Abbeyfield School, Chippenham. The focus would be on the results of the Joint Strategic Assessment (JSA) event taking place on 18 February.</p> <p>The Chairman reminded all present that the meeting to be held on 28 April would now take place at <b>2:30pm</b> and <b>not 7:00pm</b> as previously advertised.</p> |

# Minute Item 5

## Chairman's Announcements

|                                   |  |
|-----------------------------------|--|
| <b>Subject:</b>                   | <b>Community Infrastructure Levy (CIL)</b>   |
| <b>Officer Contact Details:</b>   | Georgina Clampitt-Dix,<br>Head of Place Shaping, Economic Development & Planning<br>01225 713472<br><a href="mailto:georgina.clampitt-dix@wiltshire.gov.uk">georgina.clampitt-dix@wiltshire.gov.uk</a> |
| <b>Weblink:</b>                   | <a href="http://www.wiltshire.gov.uk/communityinfrastructurelevy">www.wiltshire.gov.uk/communityinfrastructurelevy</a>   |
| <b>Further details available:</b> | <a href="mailto:CIL@wiltshire.gov.uk">CIL@wiltshire.gov.uk</a>   |

### Summary of announcement:

Wiltshire Council is in the process of preparing a Community Infrastructure Levy (CIL) Charging Schedule. CIL is a charge that local authorities can place on new development to help fund infrastructure needed to support growth.

Consultation is being undertaken on a Draft Charging Schedule that sets out the proposed rates of CIL to be charged on new developments for different types of land use. The consultation starts on 13<sup>th</sup> January 2014 and ends at 5pm on 24 February 2014.

An appendix containing more information on CIL and the consultation including how to comment and the next steps is attached to this Announcement.

This page is intentionally left blank

## WILTSHIRE AREA BOARDS

### COMMUNITY INFRASTRUCTURE LEVY FOR WILTSHIRE - CONSULTATION

(JANUARY 2014)

#### 1. What is the Community Infrastructure Levy (CIL)?

- 1.1 Wiltshire Council is preparing a Community Infrastructure Levy (CIL) charging schedule. This is a new charge that local authorities in England can place on development in their area. The money generated through the levy will contribute towards the funding of infrastructure to support growth. The Charging Schedule will need to strike an appropriate balance between contributing to funding infrastructure and not putting development across Wiltshire at risk.

#### 2. Why has Wiltshire decided to implement the Levy?

- 2.1 The Government has restricted the ability of local authorities to pool funding for off-site infrastructure through existing section 106 agreements (or developer contributions). It considers that this new tariff-based approach provides the best framework to fund infrastructure in a fair and transparent manner. CIL will provide 'up front' certainty about how much developers will be expected to contribute.

#### 3. How will money from CIL be spent?

- 3.1 CIL is designed to contribute towards bridging the 'funding gap' between the total cost of new infrastructure required to support development and the amount of funding available from other sources. Wiltshire Council's Infrastructure Delivery Plan (IDP) identifies a range of physical, community and 'green' infrastructure projects that will be required to support the level of development as set out in the Wiltshire Core Strategy. Informed by the IDP, a list (known as the Regulation 123 list) will identify and prioritise which infrastructure projects will be eligible to receive money from CIL. The Government confirmed earlier this year that local communities will directly benefit from CIL. Town and parish councils will receive 15% of CIL raised in their area, or 25% if an adopted neighbourhood plan is in place.

#### 4. Consultation on the draft charging schedule

- 4.1 Consultation was held on a Preliminary Draft Charging Schedule for Wiltshire between October and November 2012. The comments from this consultation and additional viability work required by subsequent CIL guidance and proposed amendments to the CIL Regulations (2013) have informed the next stage of the process, the development of the Draft Charging Schedule.

- 4.2 Wiltshire Council is now inviting representations on its CIL Draft Charging Schedule from **13 January 2014 until 24 February 2014, at 5pm.**

##### *Availability of Documents*

- 4.3 The following documents have been published on the council's website at [www.wiltshire.gov.uk/communityinfrastructurelevy](http://www.wiltshire.gov.uk/communityinfrastructurelevy):

- The CIL Draft Charging Schedule
- Evidence to support the CIL Draft Charging Schedule
- A draft Regulation 123 List, which sets out the types of infrastructure that the Council may fund, entirely or in part, through CIL.
- How to make representations, including response form

- 4.4 Hard copies of all these documents can be found at council libraries and the main council offices in Chippenham (Monkton Park), Salisbury (27-29 Milford Street) and Trowbridge (County Hall, Bythesea Road) during normal office hours.

### *Submission of representations*

- 4.5 Representations can be made online, by email or by post to the following addresses:
- Consultation portal: <http://consult.wiltshire.gov.uk/portal>
  - Email: [CIL@wiltshire.gov.uk](mailto:CIL@wiltshire.gov.uk)
  - Post: Spatial Planning, Economic Development and Planning,  
Wiltshire Council, County Hall, Bythesea Road, Trowbridge,  
Wiltshire, BA14 8JN.
- 4.6 Following the close of the consultation, responses will be collated and then considered by an independent inspector at an examination.
- 4.7 Organisations and individuals making representations may request the right to be heard at the examination during this consultation period and representations may also be accompanied by a request to be notified, at a specified address, of the following next steps in the process:
- That the Draft CIL Charging Schedule has been submitted to the examiner
  - The publication of the recommendations and the reasons of the examiner
  - The approval of the Charging Schedule by the council
- 5. Further information**
- 5.1 Any queries should be made to Spatial Planning on (01225) 713223 or [CIL@wiltshire.gov.uk](mailto:CIL@wiltshire.gov.uk).



# Chairman's Announcements

|                                 |   |
|---------------------------------|---|
| <b>Subject:</b>                 | <b>Wiltshire Core Strategy</b>  |
| <b>Officer Contact Details:</b> | <b>Georgina Clampitt-Dix</b><br>01225 713472<br>georgina.clampitt-dix@wiltshire.gov.uk  |
| <b>Weblink:</b>                 | <a href="http://www.wiltshire.gov.uk/wiltshirecorestrategyexamination.htm">http://www.wiltshire.gov.uk/wiltshirecorestrategyexamination.htm</a> |

## Summary of announcement:

### Core Strategy update

Following the examination in public on the draft Wiltshire Core Strategy that ended in July last year, the independent Planning Inspector appointed by the Government to examine the Core Strategy has issued his preliminary findings.

The Inspector has indicated that the housing requirement in the Core Strategy should be raised from 37,000 to 42,000 for the Plan period 2006 to 2026. Work is now being undertaken to review the evidence underpinning the plan to determine how the higher housing growth should be disaggregated across Wiltshire and how this housing will be delivered including through the development of a new housing allocations development plan document.

Specifically in relation to Chippenham, the Inspector has highlighted issues regarding the assessment of options for strategic sites at the Town particularly in relation to the transportation effects of proposals. He has suggested that these sites are removed from the Plan to allow the Council to review its approach to development allocations at the Town and that this could be done through a new development plan document so as not to hold up progress with the submitted Core Strategy.

The Inspector has also raised concerns regarding: the need to update the viability evidence to justify the level of affordable housing being required within the Plan; the assessment of the level of Gypsy and Traveller sites; and the expediency by which town centre retail frontages and settlement boundaries can be reviewed.

The Council has responded to these and other findings and has prepared timetables including public consultation for the production of two new development plan documents - one for Chippenham and the other to provide additional housing allocations elsewhere in Wiltshire - which was reported to Cabinet on 21<sup>st</sup> January 2014 through a revision to the Council's Local Development Scheme.

Further information on the Inspector's preliminary findings and Council's response can be found on the Council's website at:

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

This page is intentionally left blank

# Chairman's Announcements

**Subject:** Integrated Performance Management Report

**Officer Contact Details:** Communications Department  
Wiltshire CCG  
[communications.wiltshireccg@nhs.net](mailto:communications.wiltshireccg@nhs.net)

**Weblink:** <http://www.wiltshireccg.nhs.uk>

## Summary of announcement:

With winter now upon us, unsurprisingly the urgent care agenda is of paramount importance to the CCG. The CCG has invested significant funds in order to alleviate pressure throughout the winter, and is running a number of projects and schemes conceived of and designed by our Clinical leadership in locality groups.

Much of this work has been designed and developed in very close partnership with social care colleagues in Wiltshire Council. The schemes include additional primary care capacity, and in particular additional primary care support within care homes; additional social work capacity; Discharge co-ordinators to help people to become able to get home sooner; and the appointment of care co-ordinators to be the point of contact for agencies dealing with at risk patients.

We have also implemented a 6 month pilot of a Simple Point of Access, which is a single point of support enabling patients to be managed at home. Of the 11 cases referred here in the first week, just one patient was admitted to hospital. The service will continue to evolve over the coming weeks expanding its ability to both prevent admissions and, by working with the discharge teams, support discharges from the acute hospitals. Many of the initiatives we have put in place are coherent with the objectives of our Community Transformation programme, which continues to make strong progress.

The latest meeting of the Joint Commissioning Board occurred on 24 October 2013, and provided a useful indication of the progress we have made in our working partnership with colleagues from the Council.

As the end of the year approaches, our Annual Planning cycle is reaching a level of maturity. The principal aim of the CCG 2014/15 Plan is to identify programmes of work that, when delivered across the CCG, will have significant impact on supporting the delivery of our strategic aims and objectives, address a recognised performance shortfall or mitigate a key risk, as well as addressing our financial challenge.

The development of the Plan has been rooted in the clinically led locality groups, working with the GPs to ensure that the projects meet real needs and have the active support of our clinical leaders. The Governing Body received an update on progress on 26 November 2013, although naturally they have been kept closely apprised of progress and development throughout the year. We were able to share the direction of travel at a successful and well attended Stakeholder Assembly on 7 November 2013, where we were delighted to engage with a very experienced and well informed audience. A longer term 5 year strategic plan will now be developed, in close consultation with colleagues and partners across the Wiltshire Health and Social care system.

Following its difficult start earlier in the year, we were very pleased that the NHS111 Service for Wiltshire reached Full Service Acceptance on 28 October 2013. This achievement was reached

## ***Chairman's Announcements***

thanks to a strong collaborative working relationship between the CCG and Harmoni, our Service Provider, as well as being the outcome of a great deal of hard work on both sides.

In early November 2013 we staged the first of our Commissioner Development training workshops as part of our on-going commitment to the professional development of our workforce. This was well received, and provides a good platform on which to build incrementally.

A copy of the Integrated Performance Management Report can be found via the following link:

<http://www.wiltshireccg.nhs.uk/wp-content/uploads/2013/11/Paper-09-Integrated-Performance-Report.pdf>

**Director of Planning, Performance and Corporate Services**

## 7. Highways and Transport

The following representatives will be in attendance to give a presentation on their area of expertise in relation to highways and transport.

- Parvis Khansari, Associate Director Highways and Transport
- Martin Rose, Principle Traffic Engineer and CATG member
- Philip Whitehead, Portfolio holder Highways contract

A short Voxpops DVD will be shown

- Claire Walker, Colerne Parish Council

There will be an opportunity for questions at the end of the presentations.

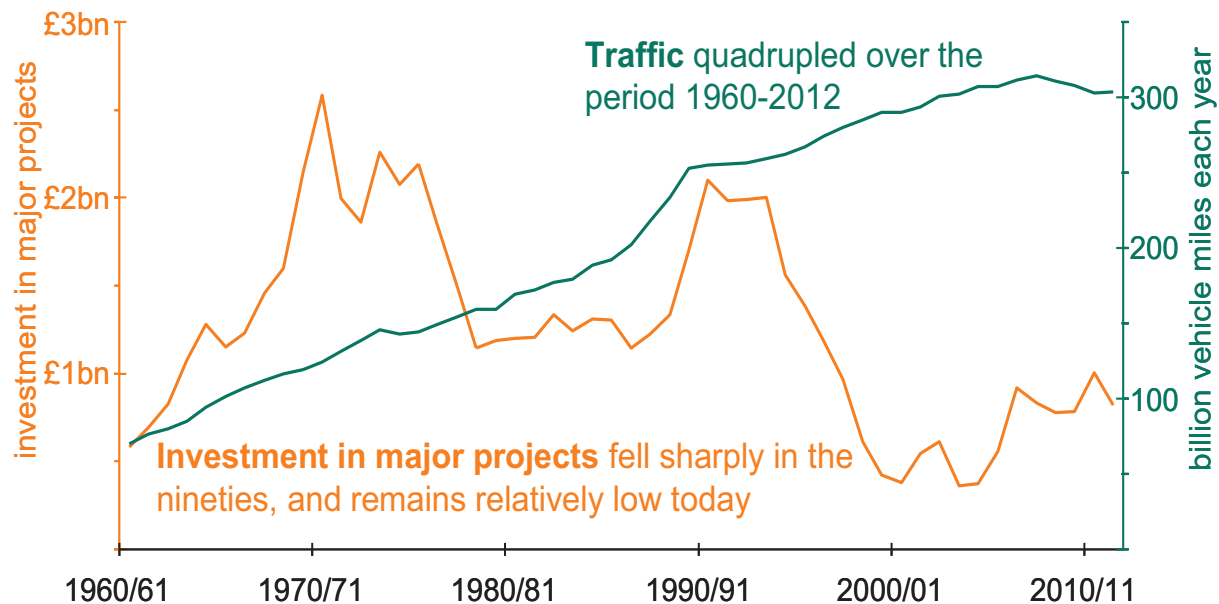
Parvis Khansari  
Associate Director Highways & Transport  
6<sup>th</sup> January 2014

## Maintenance of National Roads Network

- UK has a road based economy
- Legacy of underinvestment in recent decades with £10bn backlog of maintenance
- Ranked 24<sup>th</sup> in the world for quality of roads.

# The legacy

**Stop-go funding  
Legacy of Underfunding?**

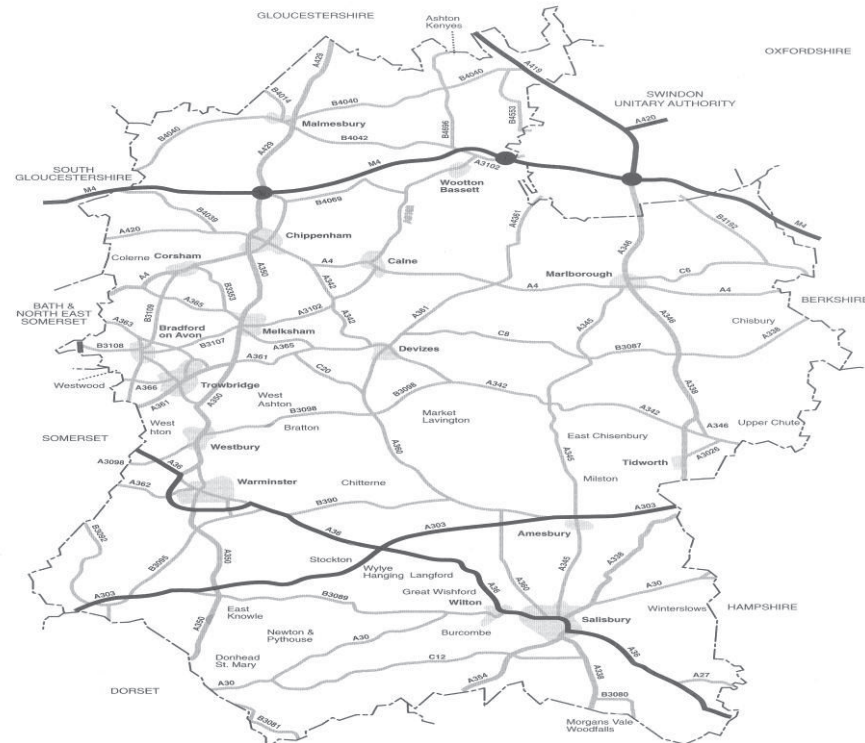




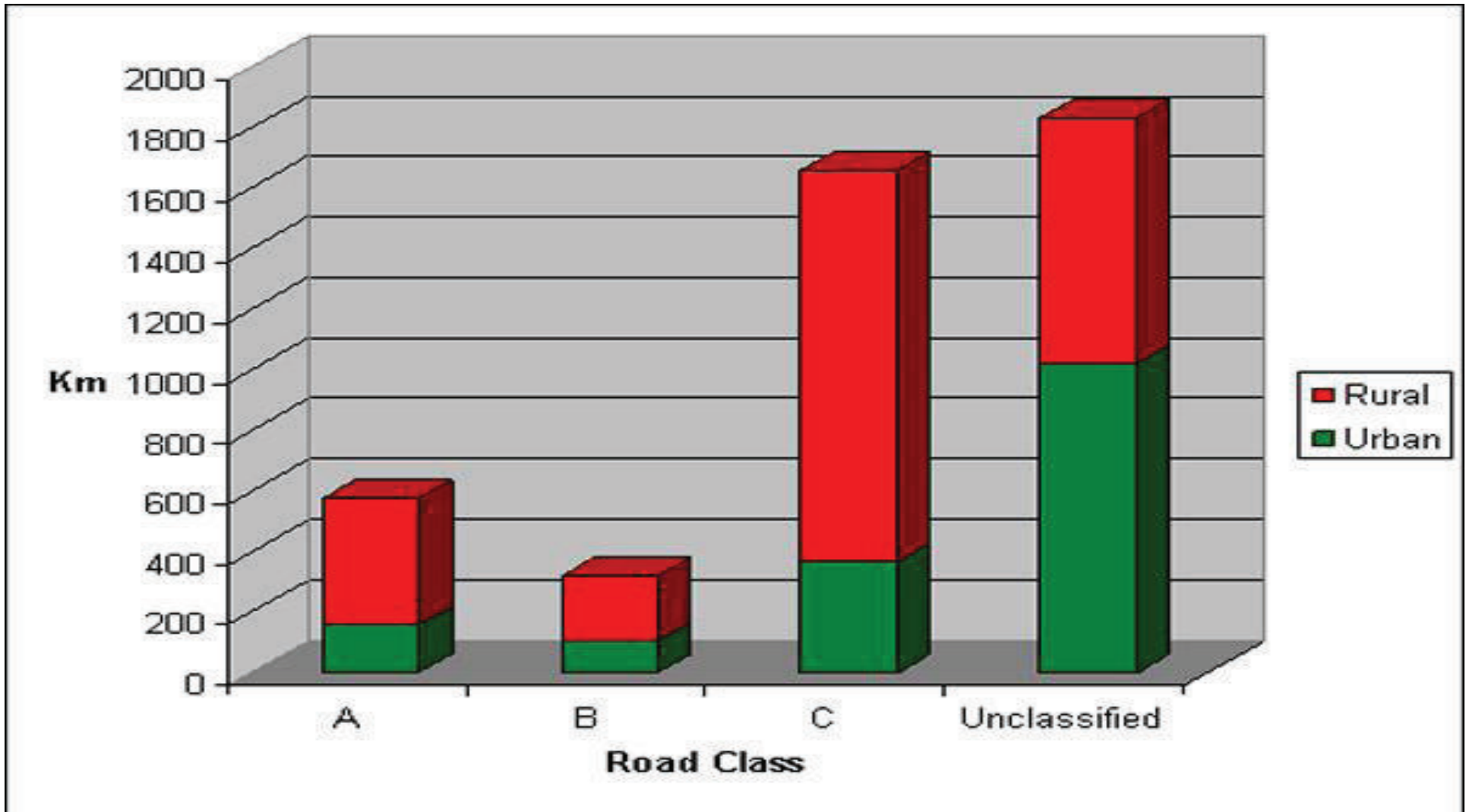
# Wiltshire's Highways Assets

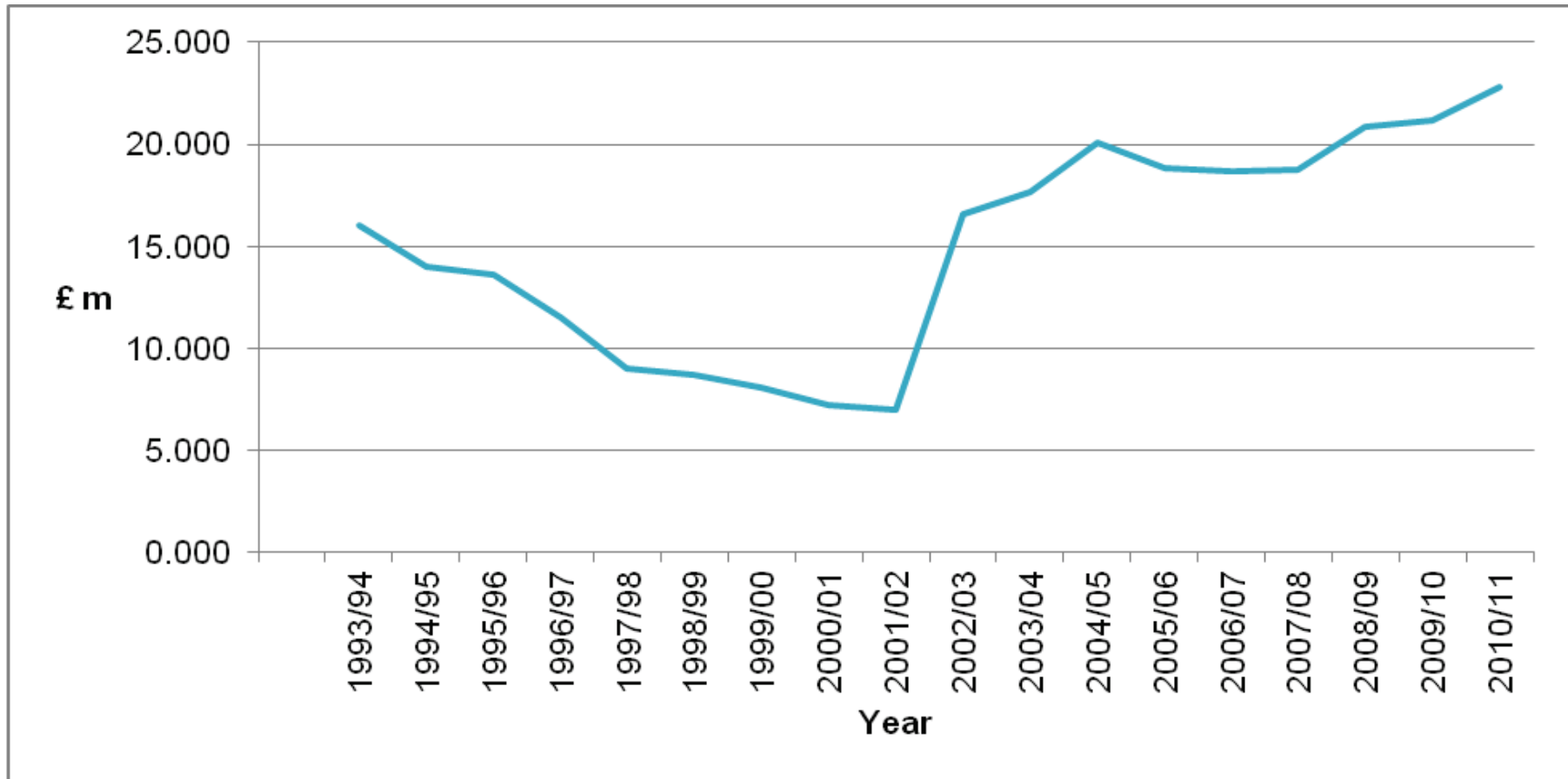
- Roads 4,400km  
(2,735miles)
- Bridges 981
- Footways 3.9 million sq m
- Street Lights 38,000
- Traffic Signals 150
- Road Signs 37,000
- Road Gullies 73,000

Asset Value £4.5 bn

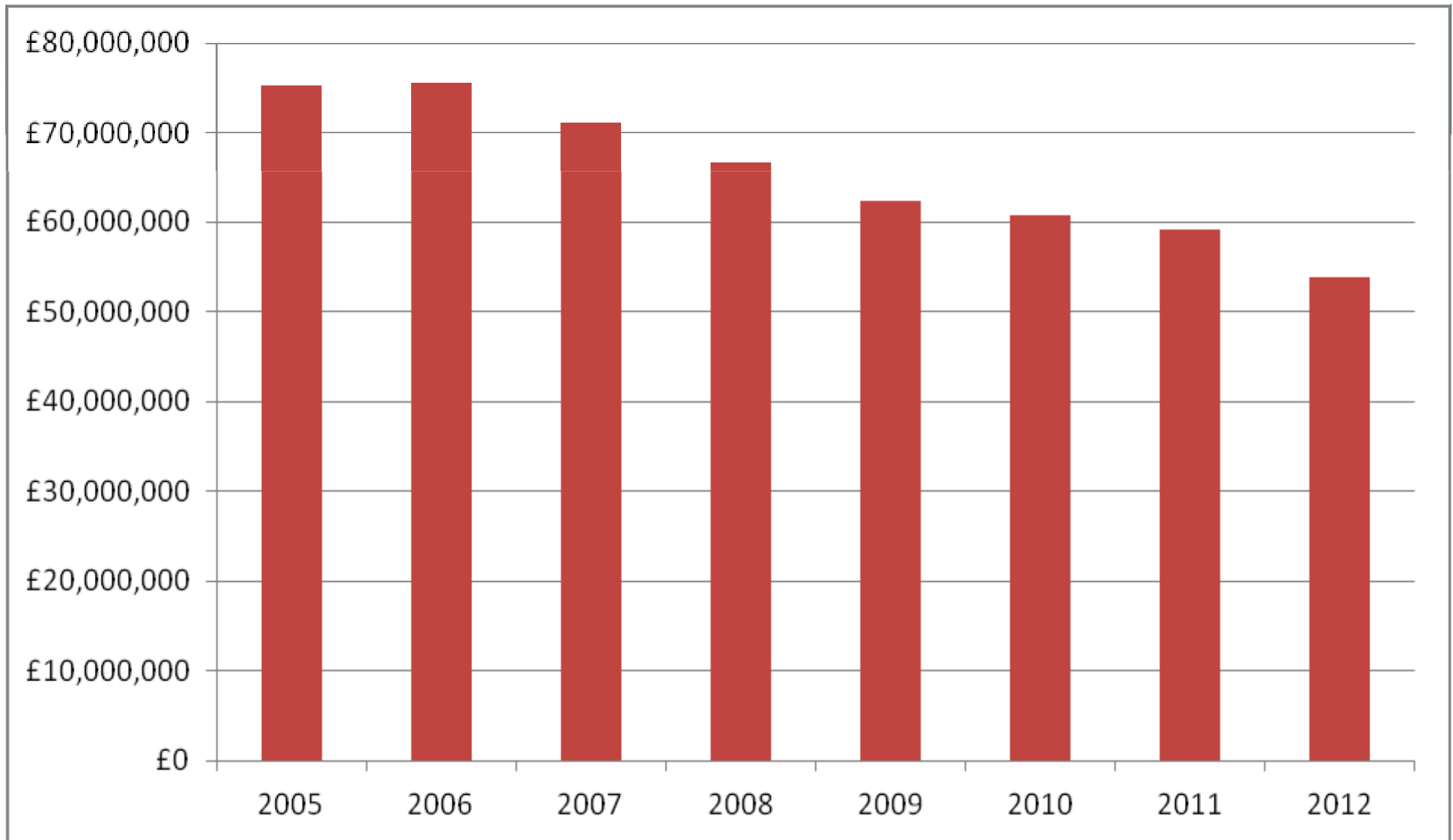


# Total Wiltshire Roads

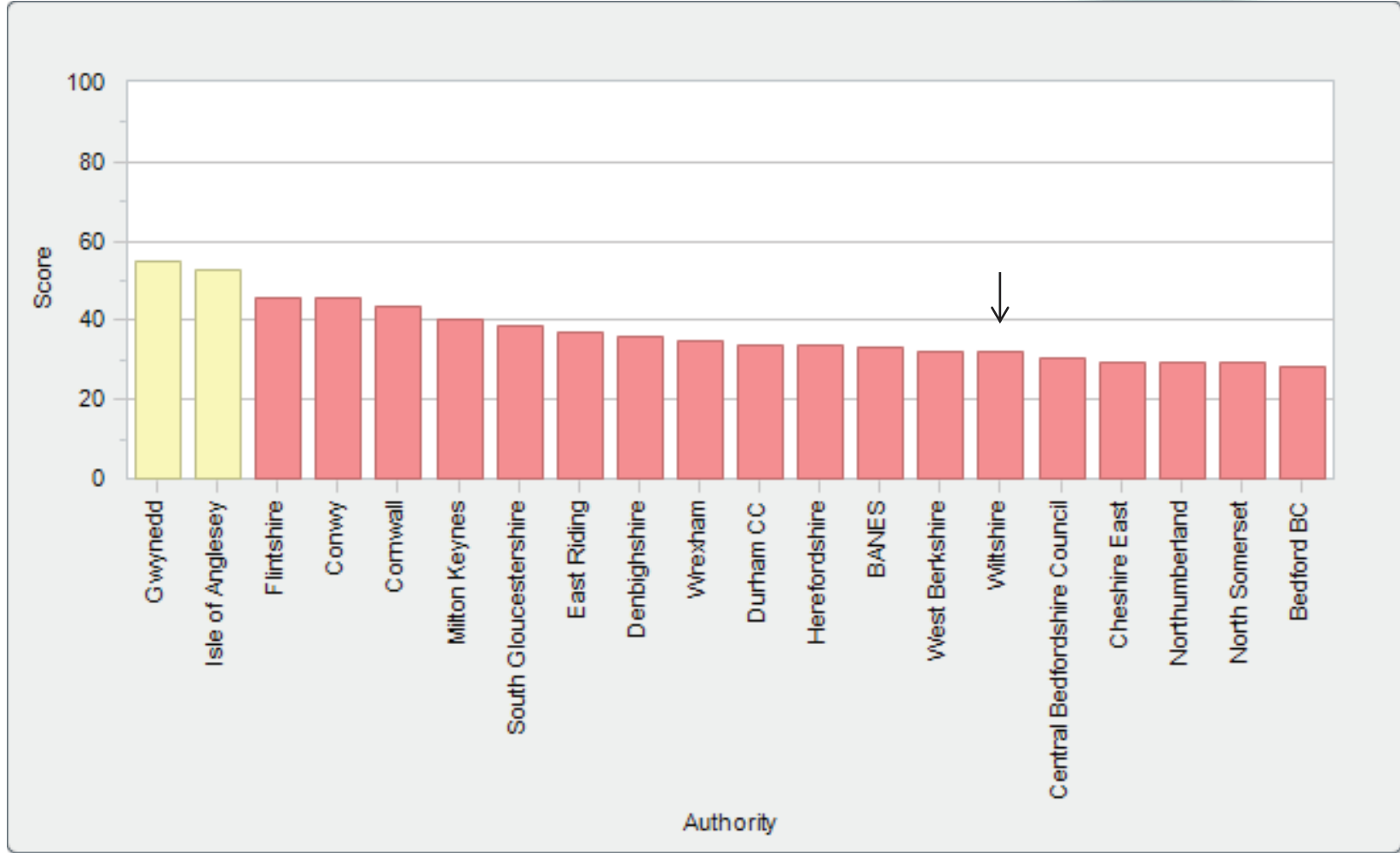




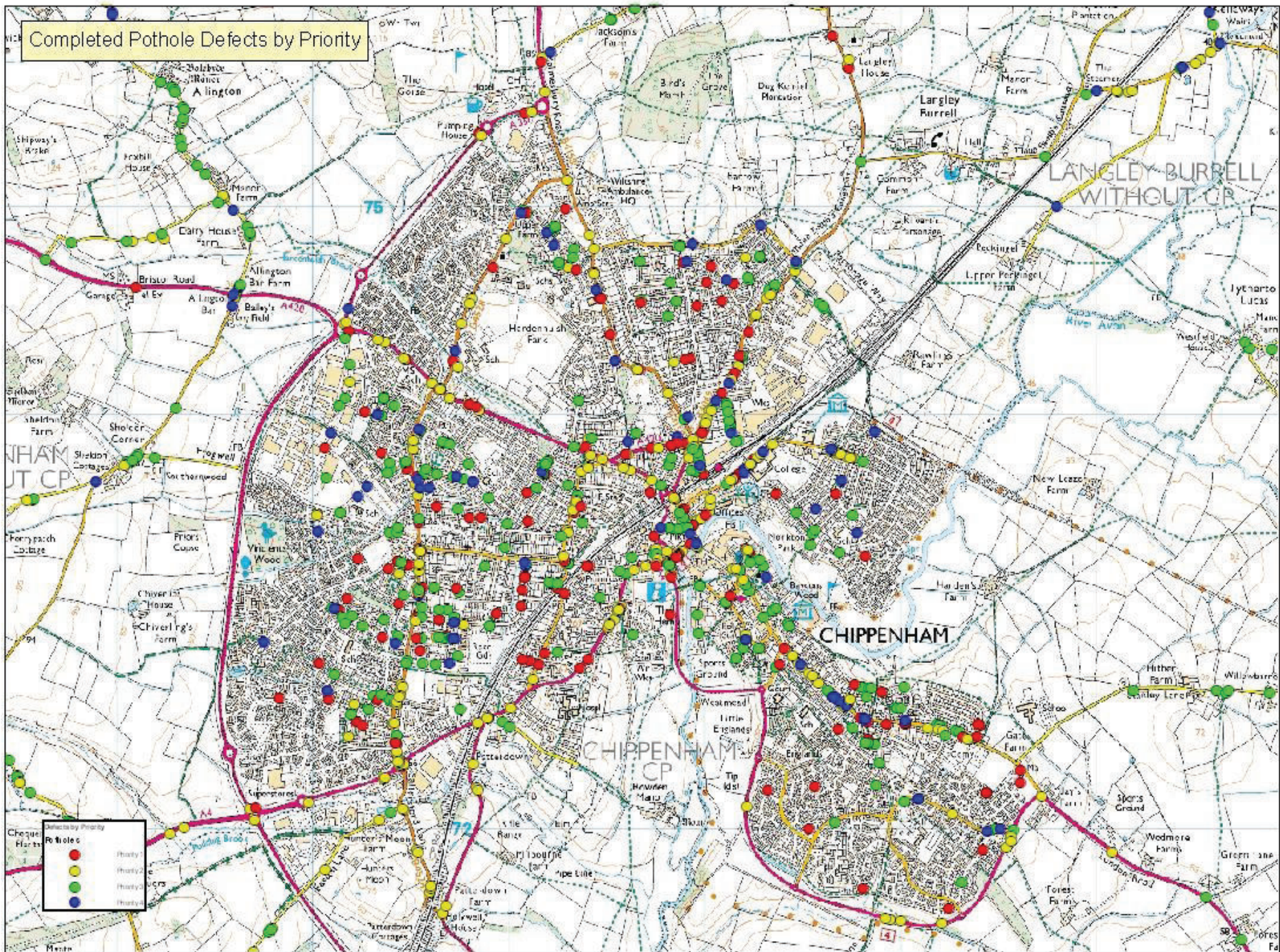
Highways Expenditure in Wiltshire 1993 - 2011



Roads Maintenance Backlog in Wiltshire



Completed Pothole Defects by Priority



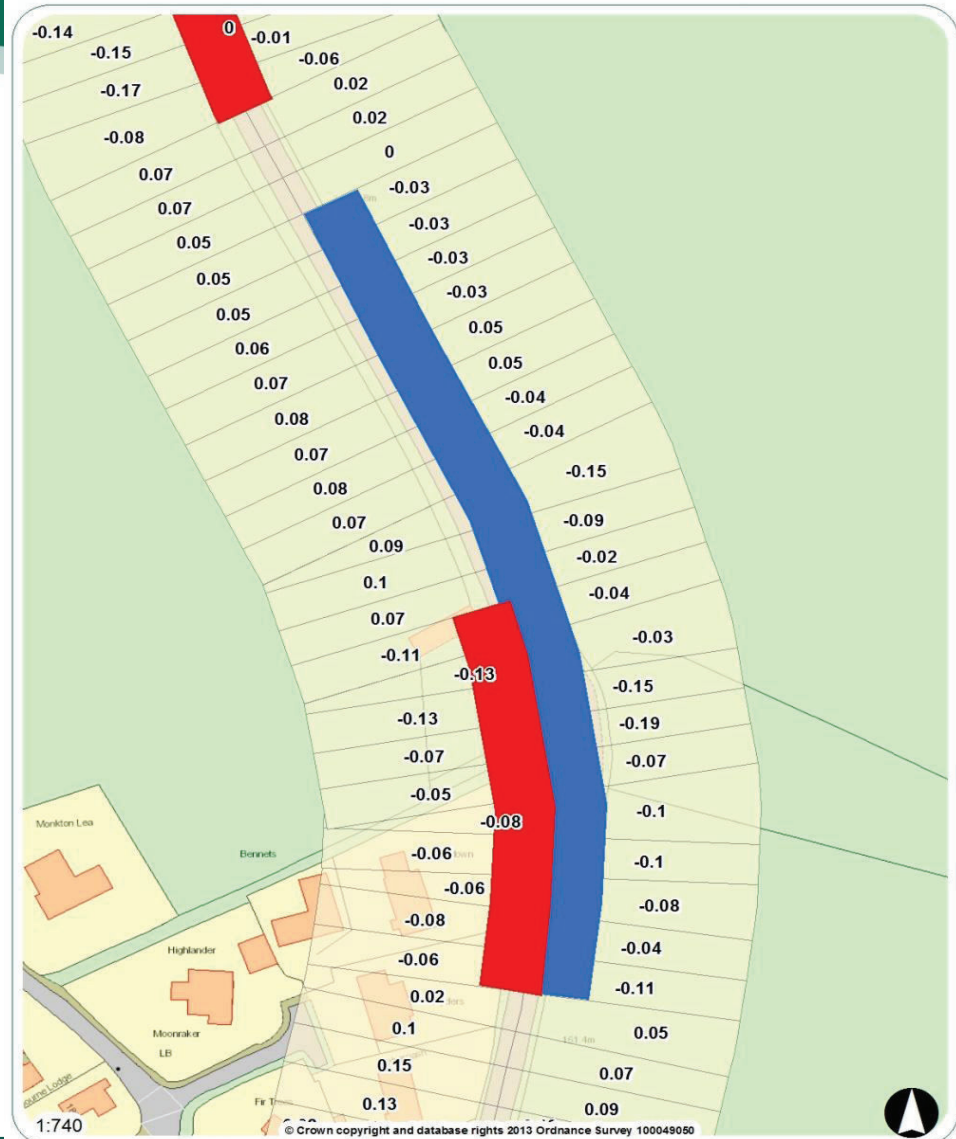
# Technical Surveys

## Types and frequency of surveys undertaken:-

- SCRIM - 100% A, B, and some C and UC (Group 1 roads that are suitable for survey) approx 1010 kms
  
- Scanner - 50% A roads per annum in both directions  
100% B roads per annum in one direction  
50% C roads per annum in one direction
  
- CVI - 25 % UC roads per annum
  
- Deflectograph – approx 20% of A roads per annum in both directions

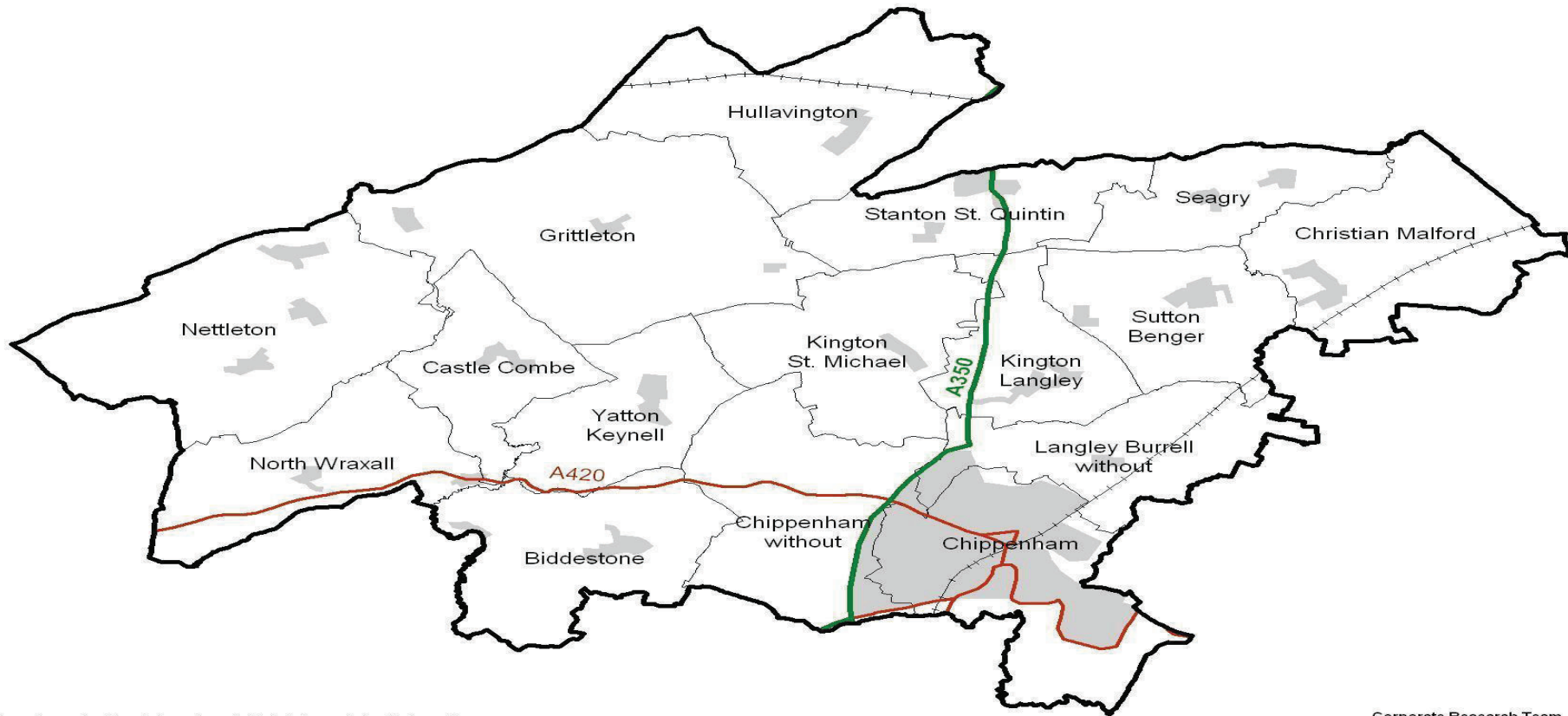
# SCRIM Scheme Generation

- Computer software is used to identify sufficient lengths for treatment.
- The identified programme of maintenance is checked against local knowledge within Area Officer.





# Chippenham Area Board



This map is reproduced from Ordnance Survey Material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationary Office (C) Crown Copyright. Unauthorised reproduction infringes Crown Copyright and may lead to prosecution or civil proceedings. (100049050) Wiltshire Council 2009.

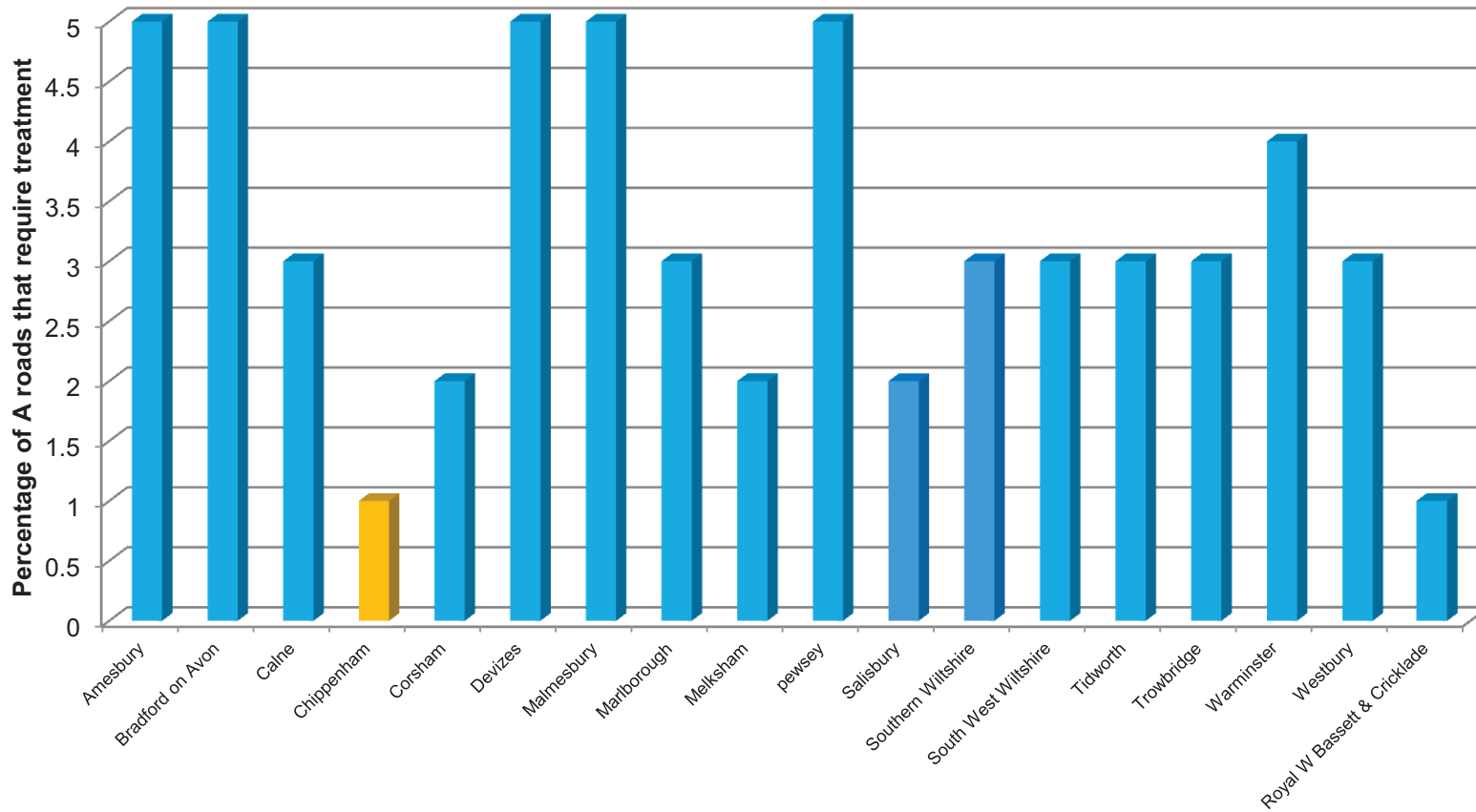
## Chippenham Area Board – Length of roads by Classification

| Road type                  | Urban (km)    | Rural (km)    |
|----------------------------|---------------|---------------|
| <b>Principal roads</b>     |               |               |
| Class 1 (A)                | 6.60          | 31.35         |
| <b>Sub total</b>           | <b>6.60</b>   | <b>31.35</b>  |
| <b>Non principal roads</b> |               |               |
| Class 2 (B)                | 13.91         | 15.33         |
| Class 3 (C)                | 25.83         | 123.70        |
| Class 4 (UC)               | 110.03        | 52.32         |
| <b>Sub total</b>           | <b>149.77</b> | <b>191.35</b> |
| <b>Total</b>               | <b>156.37</b> | <b>222.70</b> |

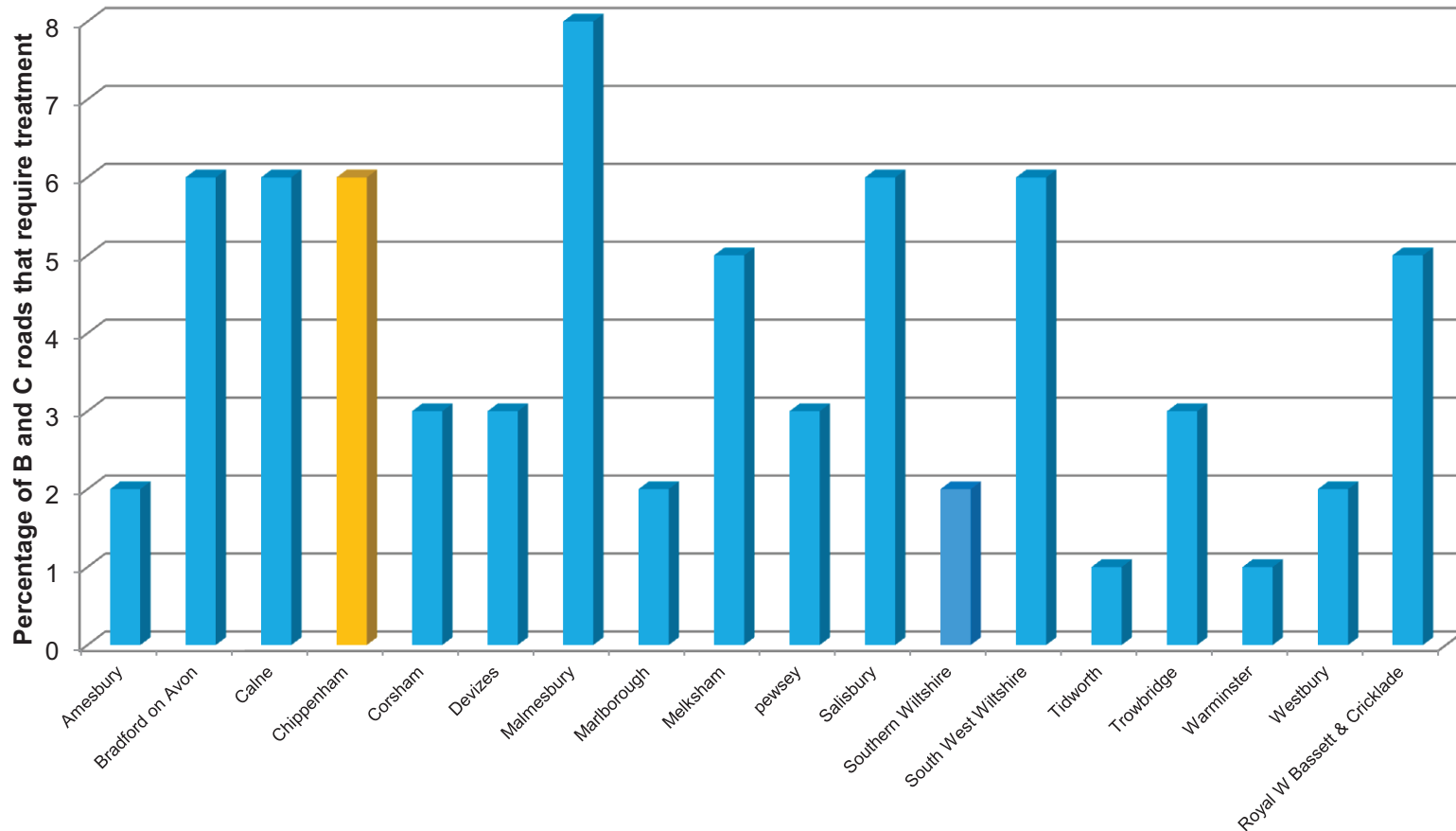
## Chippenham Area Board – Length of roads by Group

| Road group   | Urban roads (km) | Rural roads (km) |
|--------------|------------------|------------------|
| Group 1      | 28.16            | 48.91            |
| Group 2      | 21.66            | 119.47           |
| Group 3      | 106.55           | 54.32            |
| <b>Total</b> | <b>156.37</b>    | <b>222.70</b>    |

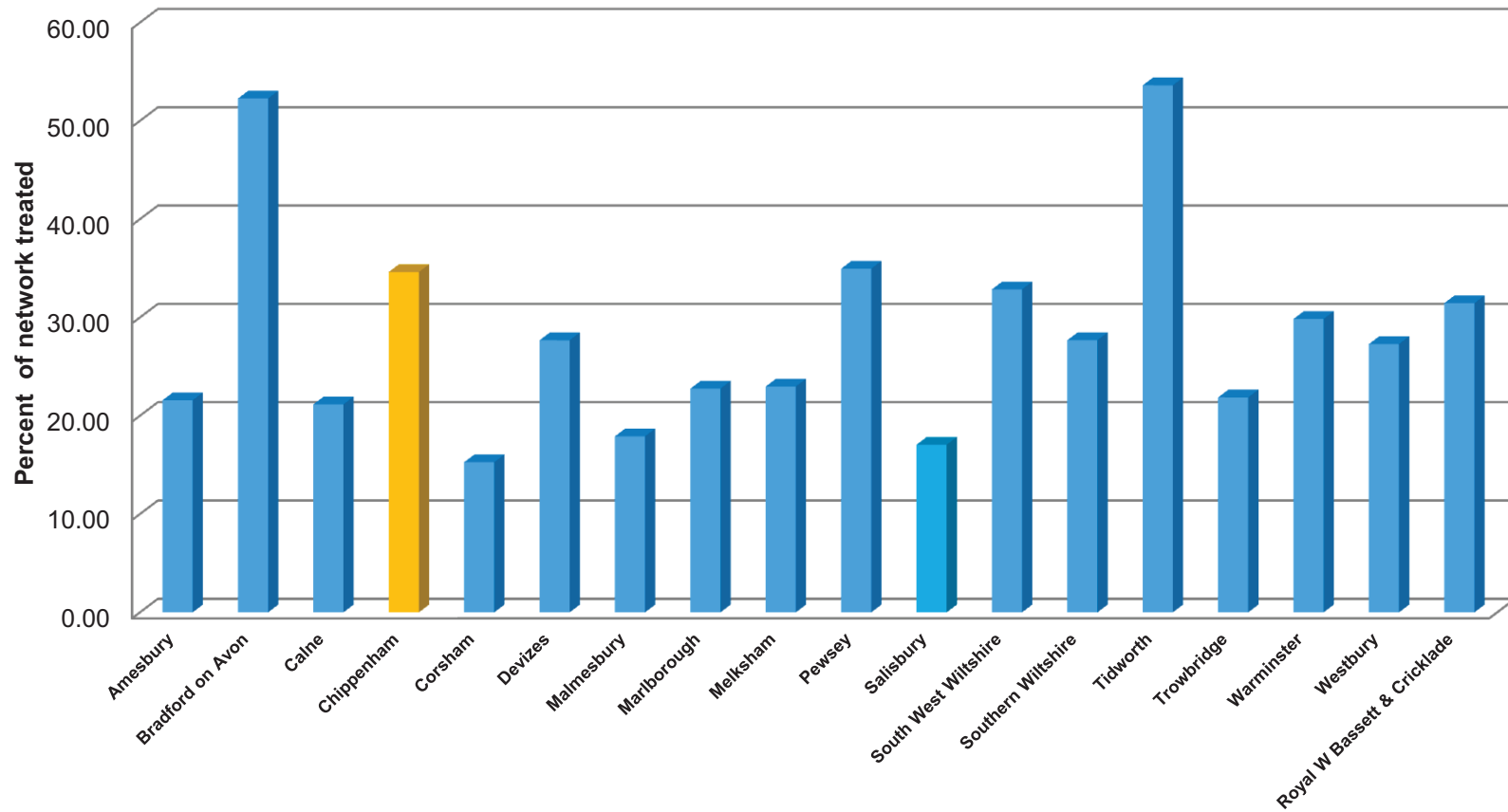
- Condition of A Roads by Area Board



## Condition of B & C Roads by Area Board



## Area Boards – Percent of network treated in last 5 years



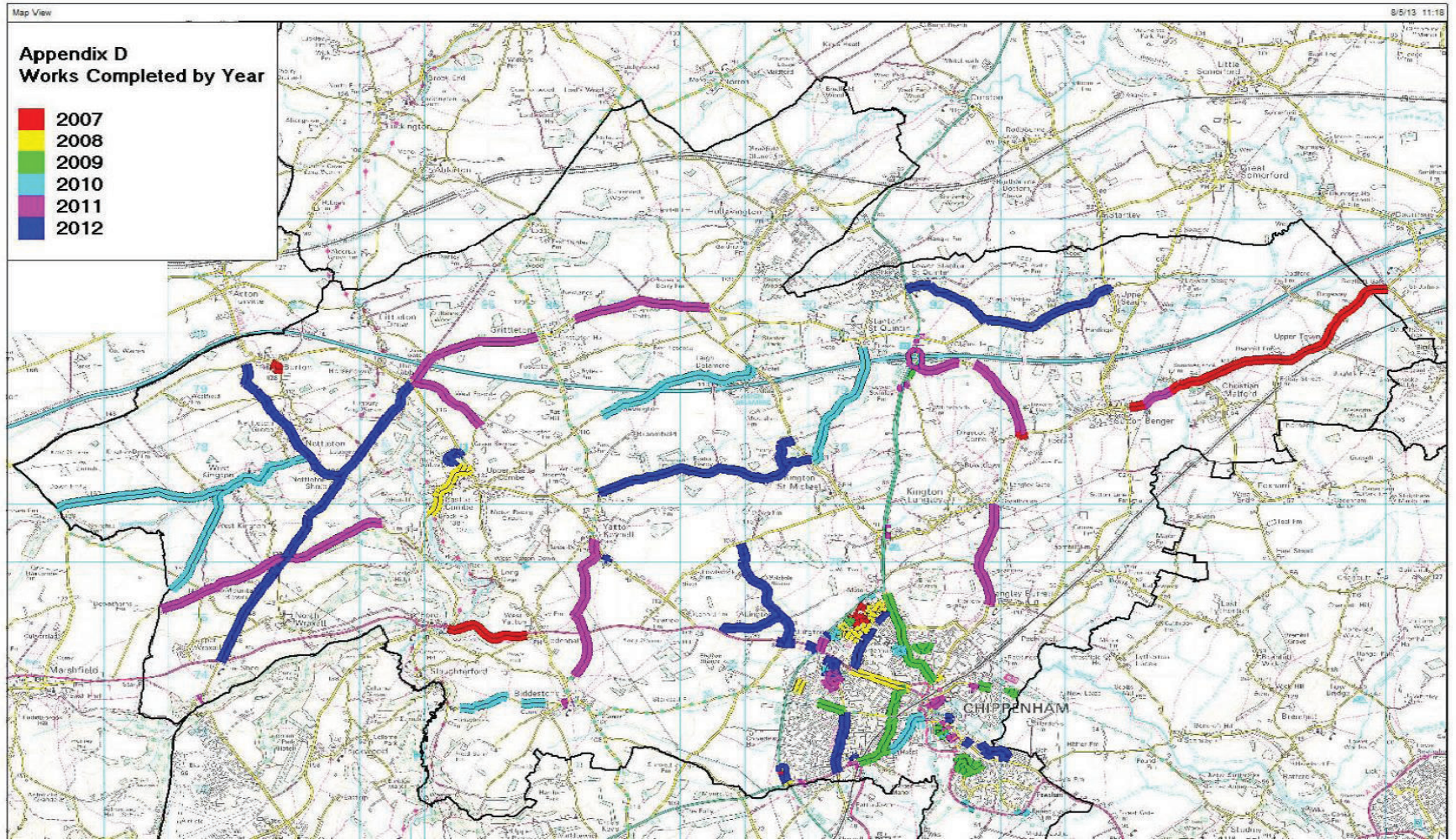
## Maintenance Schemes 13/14

- Slaughterford – C179 Thickwood Lane to Weavern Lane – Carriageway Repairs
- Sutton Benger – B4069 High Street – Micro Asphalt
- Christian Malford – B4069 Main Road – Micro Asphalt
- Chippenham – B4069 Langley Road – Resurfacing
- Sutton Benger – Westlake Place Estate – Resurfacing
- Chippenham – A350 Bumpers Farm Roundabout – Retexturing
- Chippenham – A350 Chippenham (Morrisons) – Retexturing
- Chippenham – A350 Brook Roundabout – Retexturing
- Chippenham – A350 Malmesbury Road Roundabout North to Start Dual – Skid Resistance Improvements

## Maintenance Schemes 13/14

- North Wraxall – A40 County Boundary (Star Farm) to C71 The Shoe Crossroads – Skid Resistance Improvements
- Chippenham – A420 End of Dual Carriageway to C180 (Allington Crossroads) – Skid Resistance Improvements
- Chippenham – A4 Pewsham – Skid Resistance Improvements
- Sutton Benger – B4069 Draycot to Dauntsey Lock – Surface Dressing
- Christian Malford – B4069 East of Christian Malford – Treatment to be confirmed
- Christian Malford – B4069 Northeast of Christian Malford – Treatment to be confirmed.





## Potential Sites for Treatment 2014/15

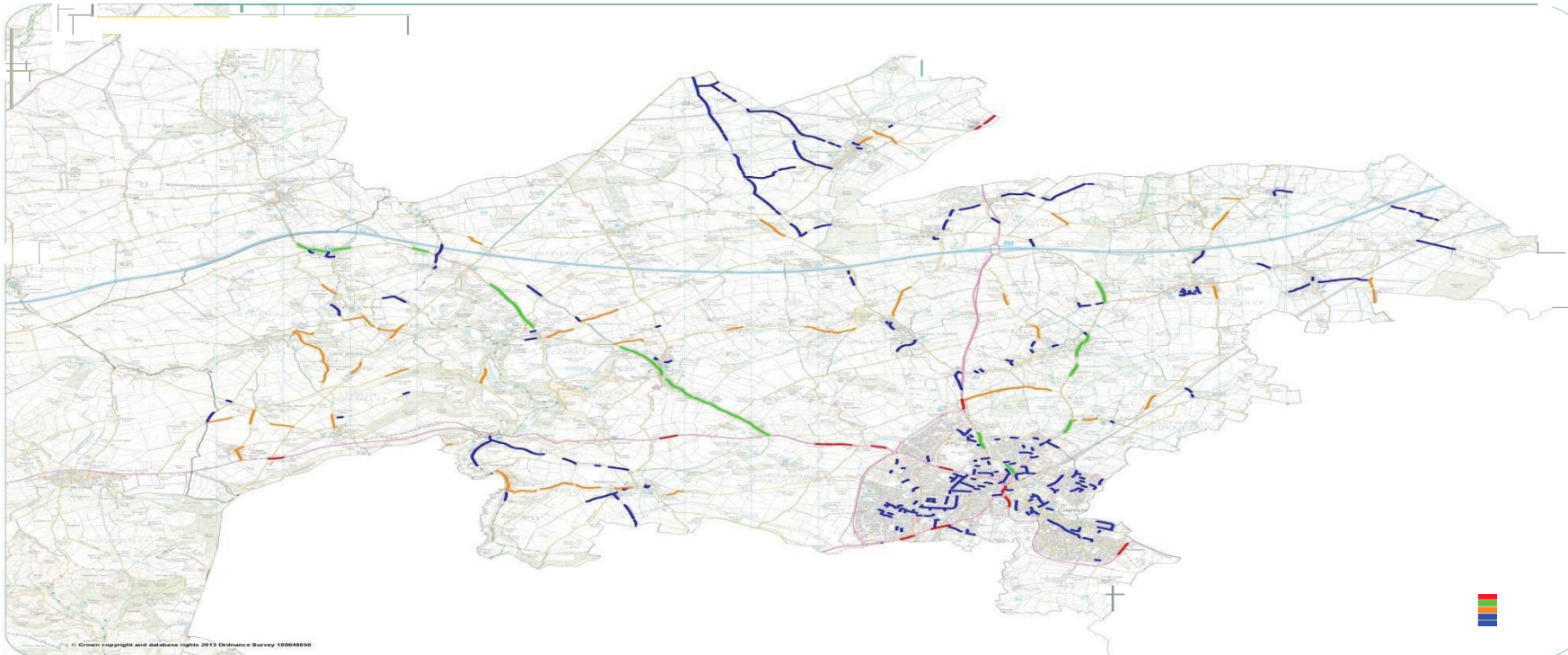
- U/C Parklands, Hullavington
- U/C Nettleton Loop
- U/C Ford to Biddestone
- U/C Chippenham A3350 Dual Slip Road to Plough
- U/C Biddestone, Weavern Lane
- U/C Chippenham, Lords Mead
- U/C Jacksons Lane
- C367 Station Hill / Cocklebury

## Potential Sites for Treatment 2014/15

- A420 Bristol Road, Bumpers Farm Roundabout, Chippenham
- B4122, Junction 17 MJ4
- C86, Yatton Road, Biddestone
- C86 Biddestone Road, Biddestone
- B4039 Horsedown, near Littleton Drew

# Potential Future Road Maintenance Sites 2014 - 2020

Page 44



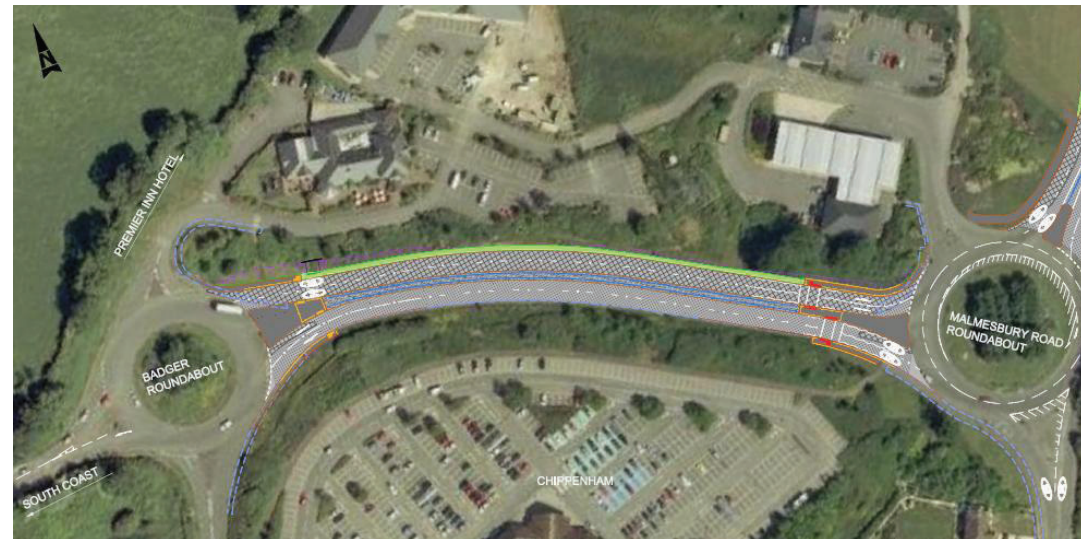
## A350 Dualling North of Chippenham

In early 2013 a funding application was submitted to the Department for Transport (DfT) within the Local Pinch Point Fund (LPPF).

Work to improve traffic flow is due to start in early 2014 with major work by utility companies to divert their services, followed by the main dualling work by the council.

The improvement to the A350 at Chippenham will see:

- The dualling of the A350 in both directions on Malmesbury Road to the roundabout
- Improvements to the Malmesbury Road Roundabout
- The dualling of the A350 West Cepen Way in both directions between Malmesbury Road and the Badger Roundabouts
- Small alterations to the Badger Roundabout



## A350 Dualling North of Chippenham

During construction a 30mph limit will be in place to ensure the safety of the site staff, and will allow us to keep the road open to two-way traffic throughout.

There will be a series of overnight closures to allow specific items of work to be carried out safely.

The budget for the project is £2.722m, with a contribution of £1.905m from the DfT and hopes to deliver the benefit of less congestion and greater journey time certainty and saving in journey time of one and a half minutes cuts from the average journey and an estimated annual gross value for Gross Added Value to local economy of £5.9 million through the creation of additional jobs.







— Bill Parks

Service Head Local Highways and Streetscene North



# Service Provision

Pre June 2013

## Client

- WC Highways
- WC Streetscene

## Operations

- WC 'In House'
- Ringway
- English Landscapes
- BBLP (Street Lighting)

Post June 2013

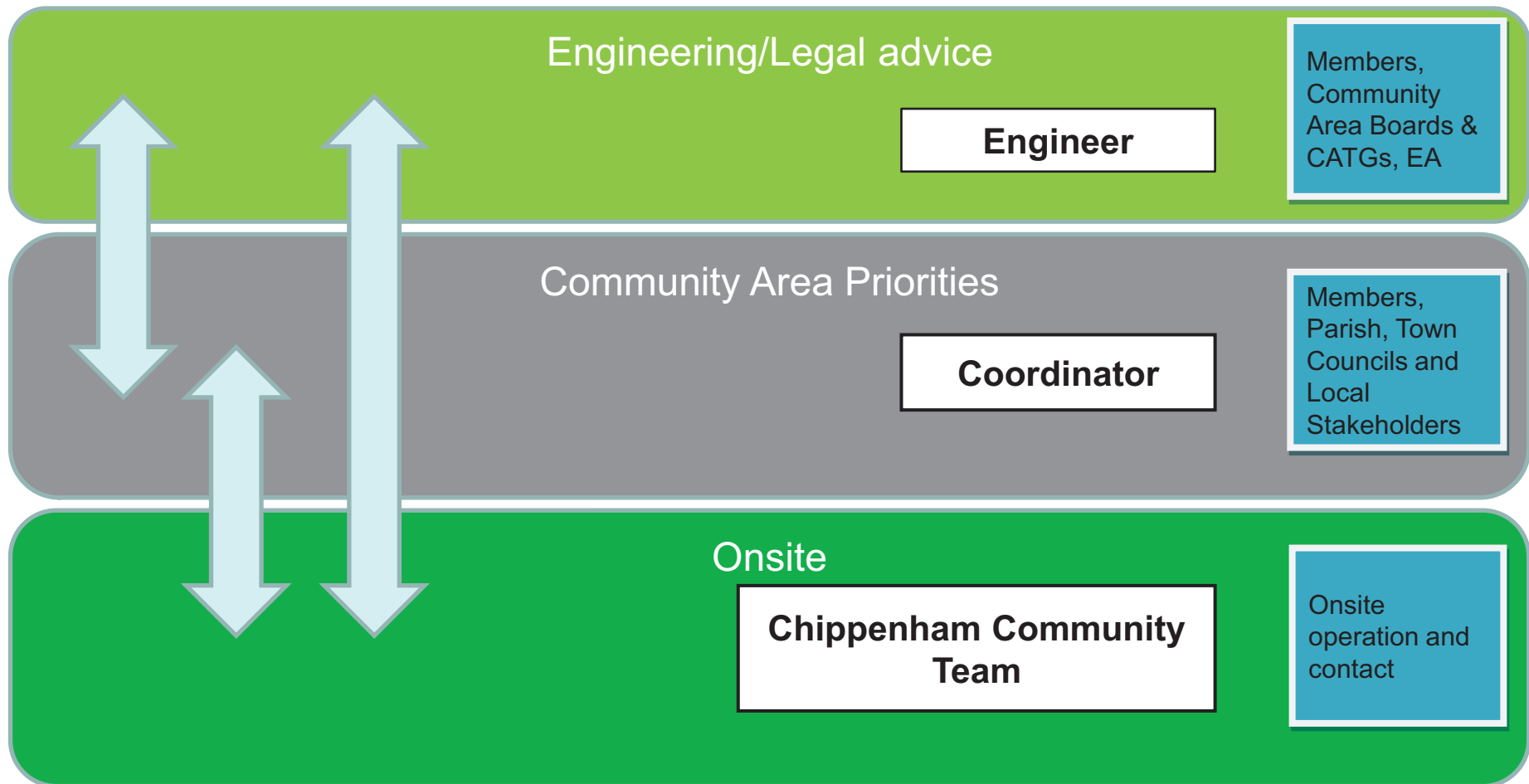
## Client

- WC Highways & Streetscene

## Operations

- BBLP

# New Structure



# Key Staff



Chris Clark  
Western Area Manager



Richard Dobson  
Chippenham Area  
Coordinator



Paul Bollen  
Area Engineer

## How to contact us

- To report Local Highways and Streetscene Service issues 0300 456 0105

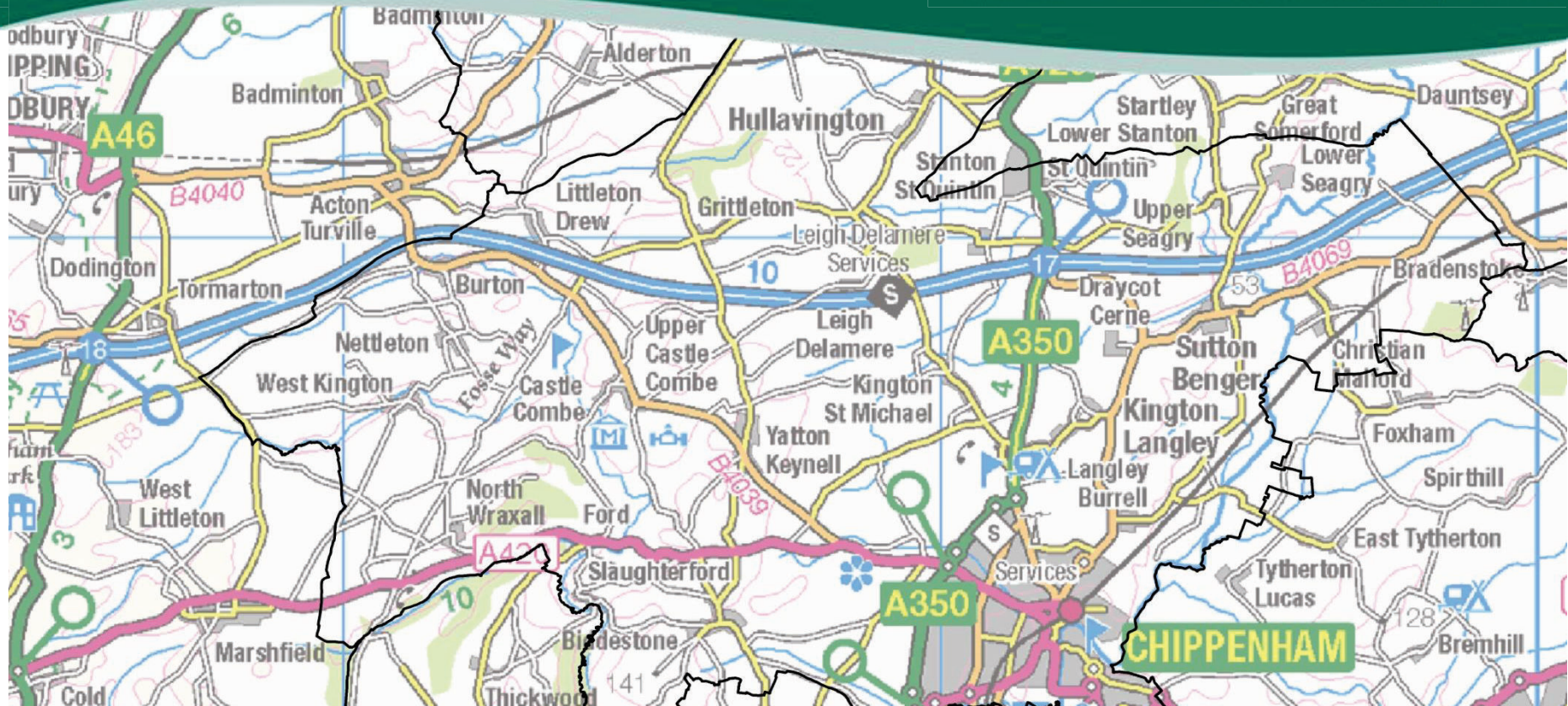
- My Wiltshire online

[www.wiltshire.gov.uk/parkingtransportandstreets/roadhighwaysstreetcare](http://www.wiltshire.gov.uk/parkingtransportandstreets/roadhighwaysstreetcare)

- Download the App

To report on the go using your smartphone. The MyWiltshire app is available to download at both the [App Store](#) (for iPhones and iPads) and from [Google Play Store](#)™ (for Android phones).





## Chippenham - Community Area Transport Group

Martin Rose IEng FIHE MCIHT

Principal Traffic Engineer – Highways & Transport

Wiltshire Council

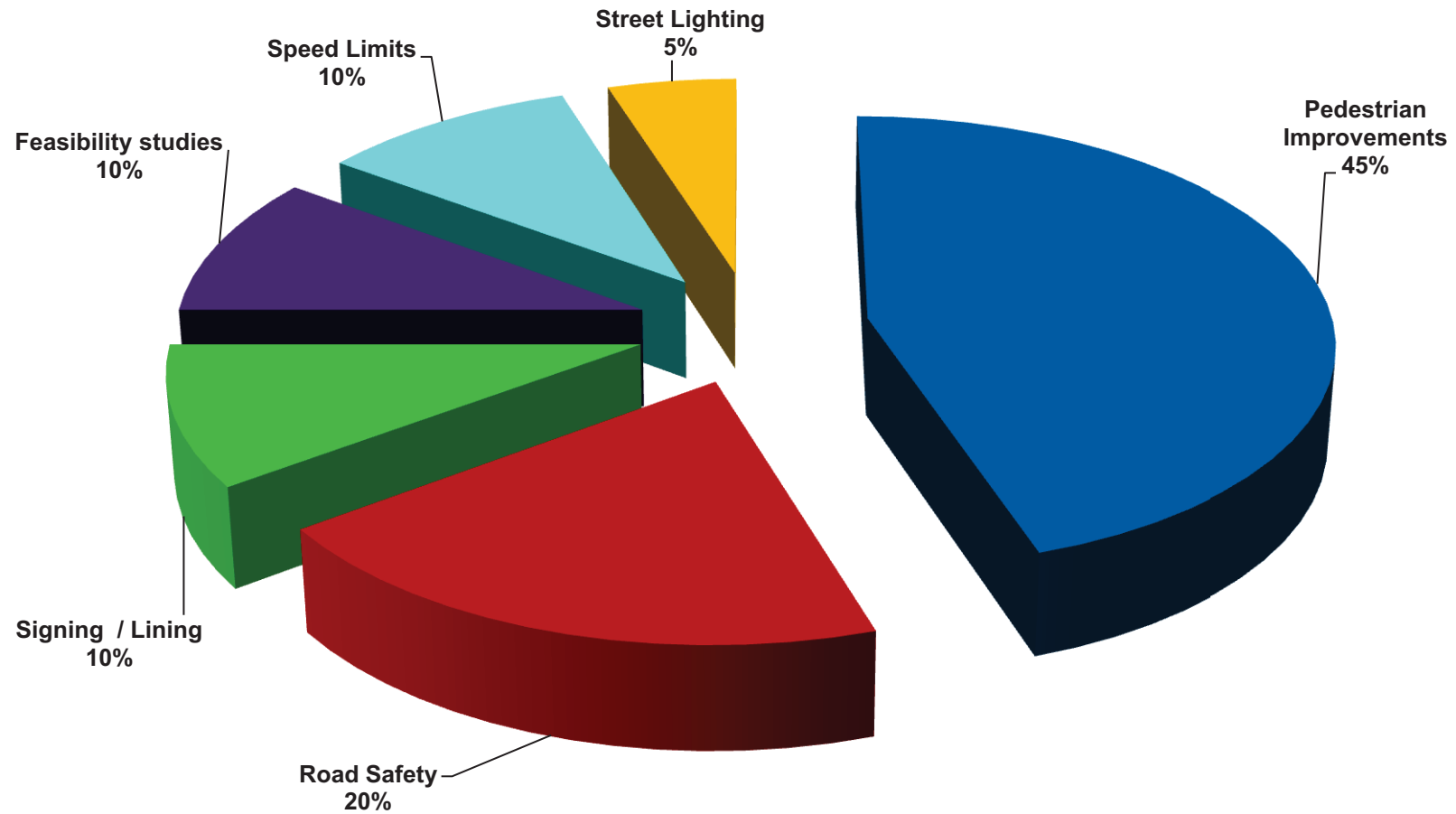
## Background

- Community Area Transport Groups (CATG) formed in 2010 across all 18 Area Boards.
- Meeting held at least four times per year (approx every 3 months)
- CATG's made up of members of the Area Board, representatives from Town & Parish Councils & community representatives. Highway officers from Wiltshire Council provide technical advice and support the group.
- Annual budget of **£250k** divided between each CATG. Allocation based on geographical size & population within each respective Area Board.

## Chippenham CATG

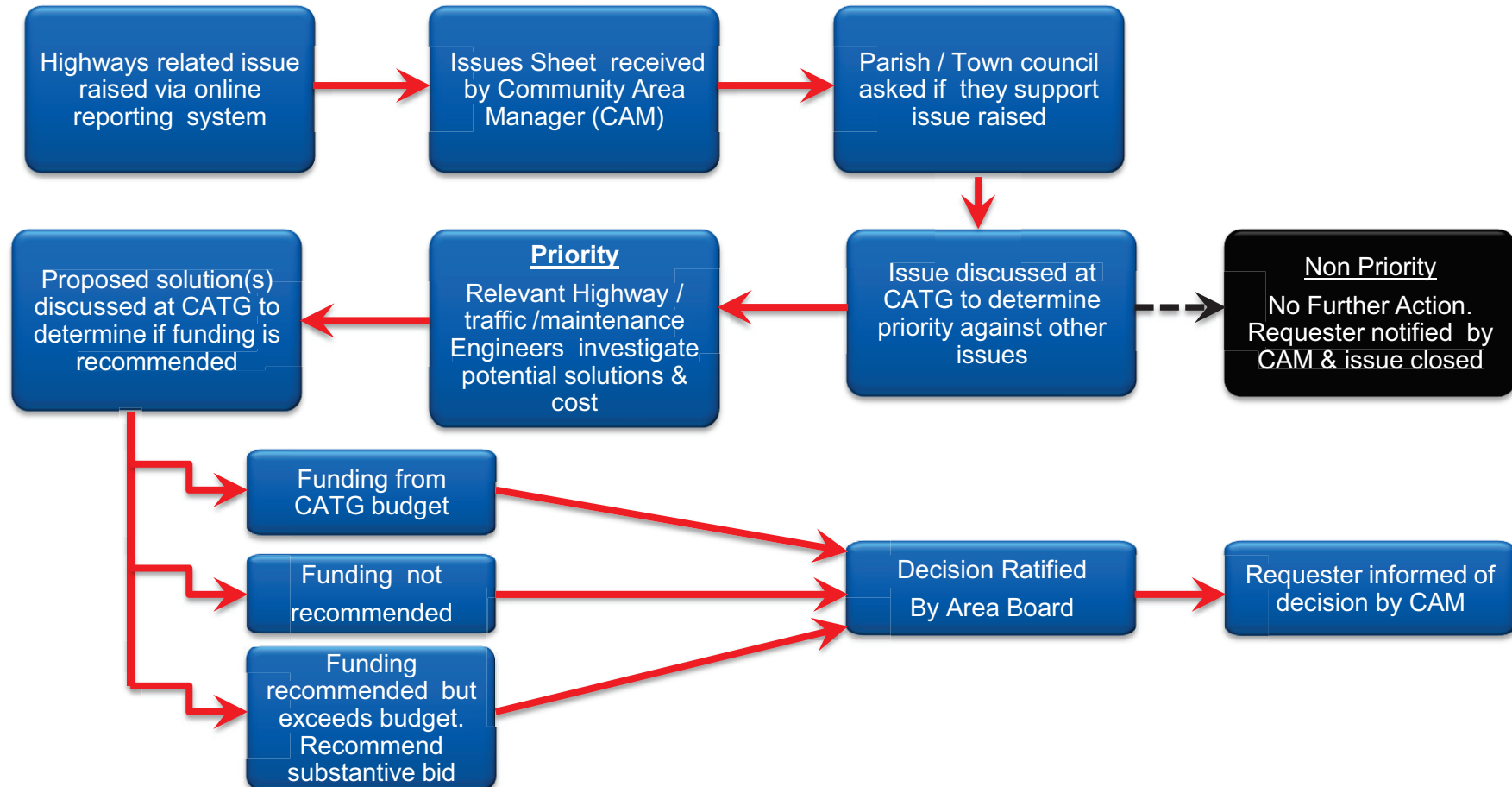
- Chippenham CATG has the largest budget at **£18,087**. Allocation can be topped up with additional Area Board monies and contributions from town / parish councils.
- Since 2010 the CATG, along with town and parish councils, have funded the implementation of '15' highway schemes at a cost of approx **£87k**.
- In 2013/14 there is a commitment to fund a further '9' schemes at a cost of approximately **£25,000**. Some of the proposed schemes include:
  - **Langley Road** (new footway & crossing)
  - **Lowden Hill Tunnel**, (Pedestrian & Signing Improvements)
  - **Kington St. Michael Road** (Footway / Bus stop Improvements)
  - **Lowden Tunnel** (Shuttle Signals Feasibility Study)

## CHIPPENHAM CATG - SPEND BY PROJECT TYPE





## How does the CATG manage new requests?





Langley Road - Footway Link & crossing point  
**BEFORE**



Langley Road - Footway Link & crossing point  
**AFTER**

Cllr Philip Whitehead  
Portfolio Holder Highways Contract



# THE WILTSHIRE WAY

## Why do we treat the highway ?

- **We have a Duty to ensure, so far as reasonably practicable, that safe passage along a highway is not endangered by snow or ice (Section 41 (1) (1A) Highways Act 1980 amended by Section 111 of Railways and Transport Act 2003)**
- **Section 13 of Well Maintained Highways: Code of Practice for Highway Maintenance Management from UK Roads Liaison Group recommends we produce and develop a plan and review it yearly for winter service.**

# Staffing

- Duty Engineer
- Duty Officer
- Media Officer
- 4 Duty Supervisors
- 24 Drivers



## Information from Weather Stations

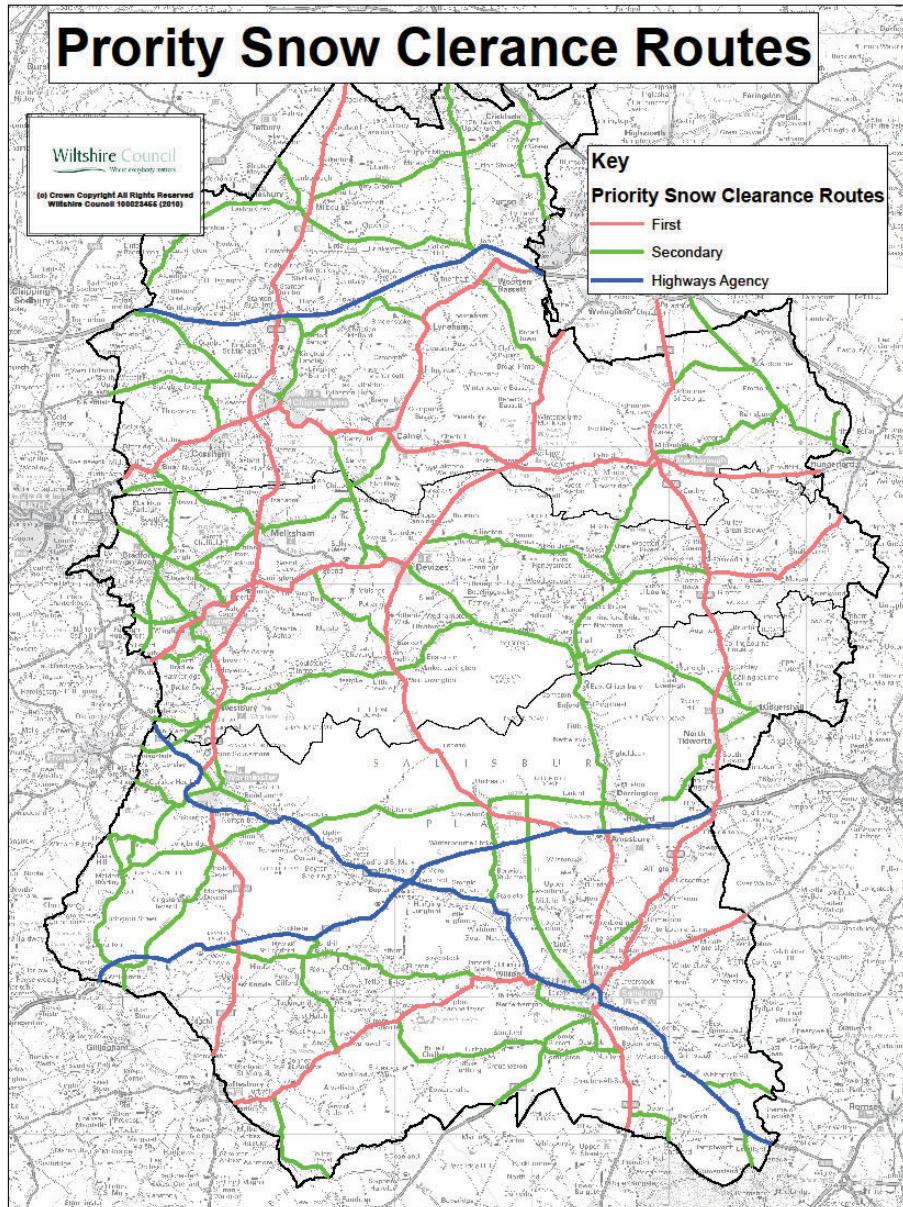
- Wind Speed
- Wind Direction
- Deep Road Temperature
- Surface Temperature
- Surface Condition
- Salinity of the road surface
- Dew Point
- Forecast Graphs





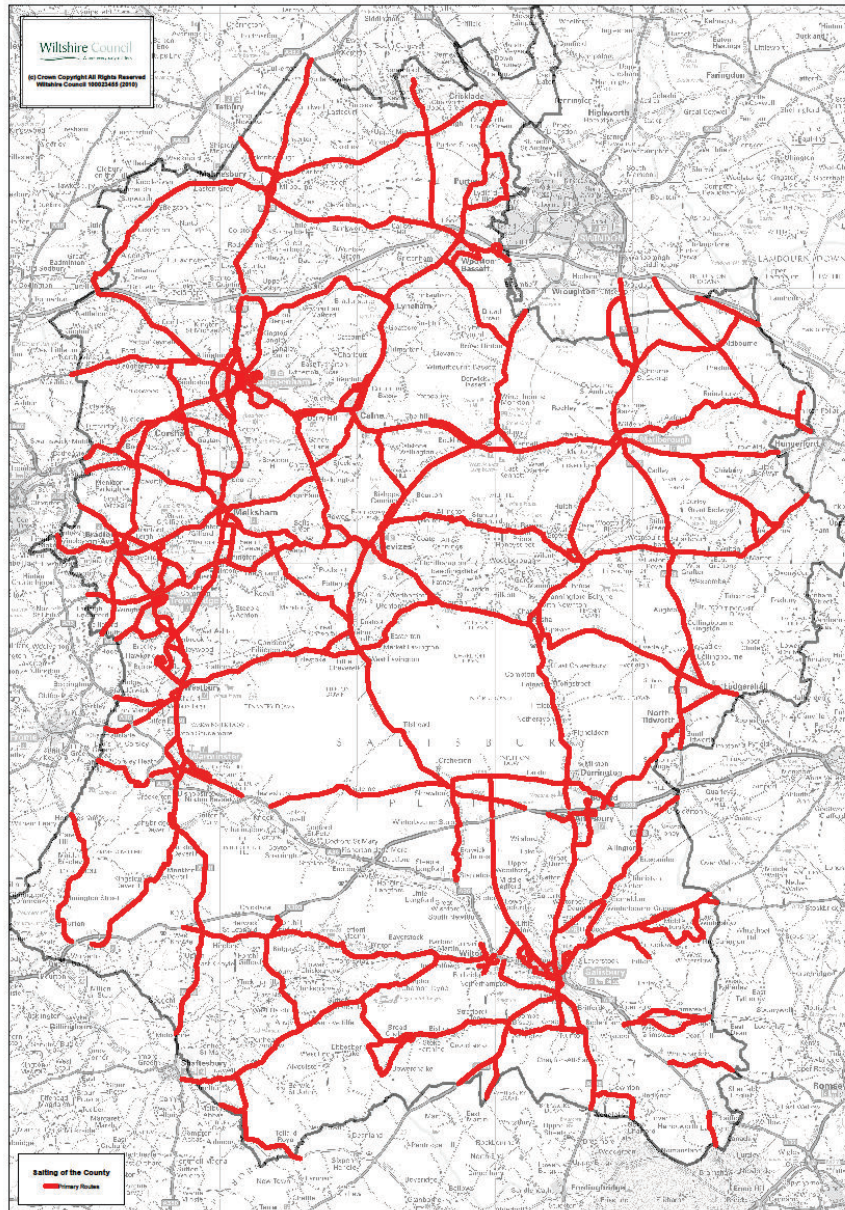
## Routes

- 8 Strategic Routes (Minimum Network)
- 24 Primary Routes (2hr Treatment Time)
- 24 Secondary Routes (2hr Treatment Time)
- 40 All Routes (2hr Treatment Time)
- Community Routes
- Footway Routes
- We have cross border agreements where appropriate with our neighbouring Councils.



## Strategic Routes

- Red = 1<sup>st</sup> Priority
- Green = 2<sup>nd</sup> Priority
- Blue = Highways Agency's Responsibility



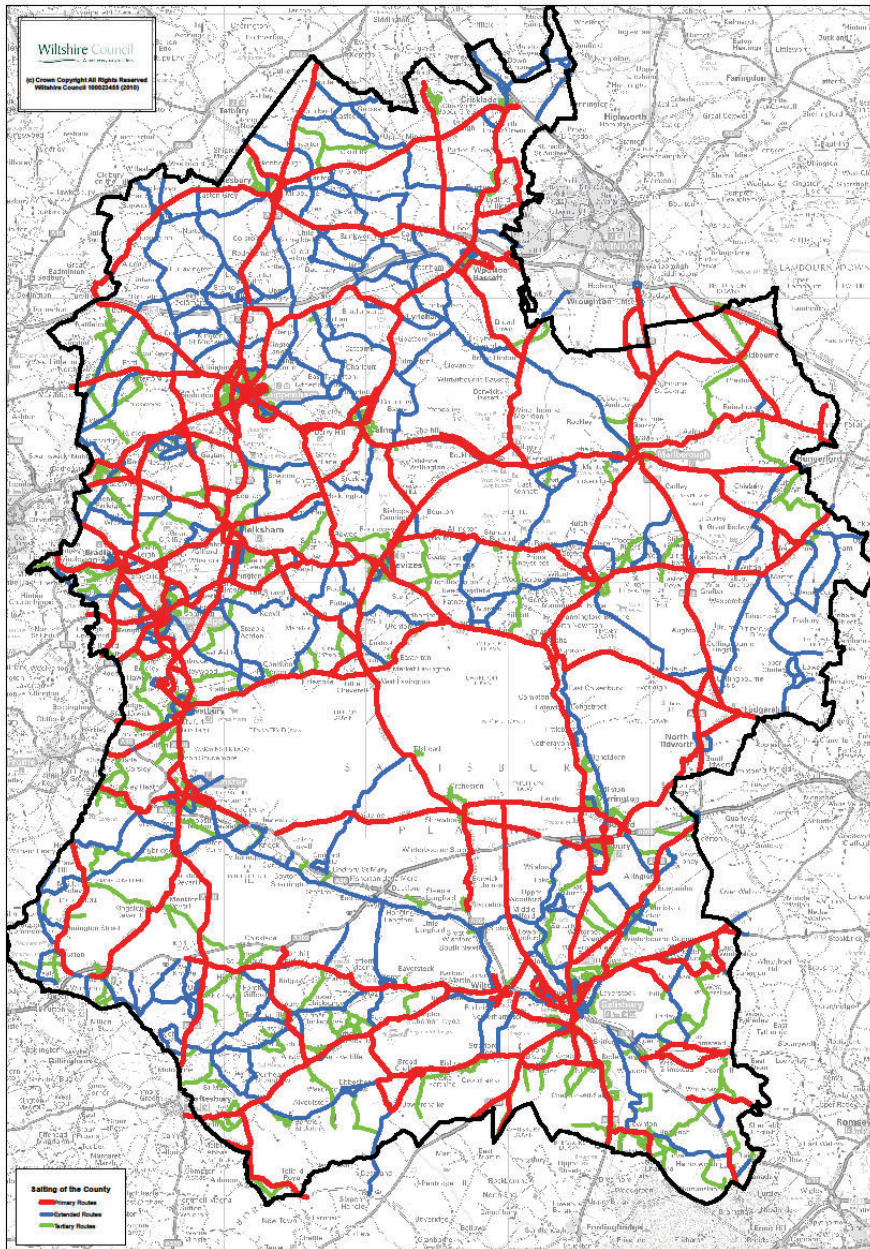
## Primary Routes

- 24 Routes
- 1175Kms Treated
- 25% of total network)
- Using150 tonnes
- 2hr treatment time



## Secondary & All Routes

- 24 Secondary Routes
- 40 All Routes
- 2990 Kms.
- Additional 1815Kms
- 50% of the network
- Using approx 250 tonnes
- 2hr treatment time



# All Routes and Community Routes

## Salt – Stock Holding 14000t

- Chipp: 2000t
- RWBSS: 1000t
- SemSS: 4500t
- MarlSS: 1500t
- WarSS: 1000t
- HPSS: 1500t
- MereSS: 2000t
- Wilton: 500t



# Fleet

- 24 Frontline vehicles
- 40 Vehicles for extended all route salting
- 8 On Standby for breakdowns
- 4x4 Support
- TMC provide support vehicles
- 6 Unimogs and demountable vehicles









## Snow Areas

- Geographic size of areas based on Risk
- Staff deployed to nearest depots
- Additional resources



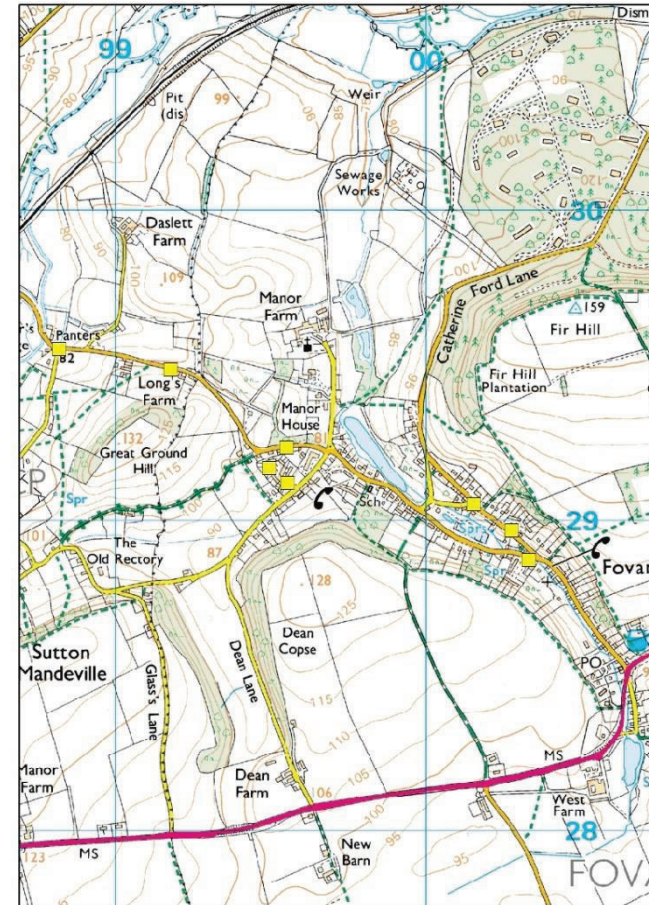
## Farmers



- Approx 130 farmers
- Mostly issued with our equipment
- Procedure to follow and must be authorised to work

## Salt Bins

- The council has 1,600 salt bins around the county
- To fill all the bins uses approx 900 tonnes of salt
- Salt Bins are plotted on our Mapping System, and labelled



## Local Community and Council working together

- Parishes have 1t bag
- Developing a Snow Warden Scheme
- Parish Plans
- Self help
- Provide spreaders
- Training
- Support
- Manage parish salt bins







---

Thank you, any Questions



# Colerne Parish Snow Plan

By Claire Walker



# Scope

- \* Background to Snow Plan
- \* The Colerne Snow Plan
- \* Activation of the Snow Plan
- \* Insurance
- \* Ways to Success

# Background To Snow Plan

- \* Colerne is second highest village in Wiltshire County
- \* Wiltshire Council funding; LIMITED RESOURCE
- \* Colerne used as a Parish Snow Plan pilot study
- \* Parish Residential areas – 3 satellite areas and Colerne Village
- \* Snow Warden concept

# Snow Plan

- \* **Aim – coordinated response aimed at keeping access routes into and within Parish and helping vulnerable members of community**
- \* WC Clear (plough and salt) primary routes (A4, A420, C151)
- \* 4 local farmers clear Parish Secondary routes
- \* Village holds 2 tonnes of salt
- \* Snow Wardens /Village clear pathways and residential roads using grit bins and salt
- \* Use of Western gritter trailer (self help)

# Insurance

## \* Clarification on insurance

- Footway salting : PC 3<sup>rd</sup> Party Liability Insurance and WC insurance
- Private vehicle: WC investigating
- Farmers doing snow clearing: WC cover

# Ways to Success

- \* More Snow Wardens =smaller areas=more volunteers
- \* Training – Safety Solutions through WC
- \* Snow Wardens plus concept
- \* Hold more salt at more locations
- \* Communication
- \* Celebrate a victory

This page is intentionally left blank