

AGENDA

Meeting: AMESBURY AREA BOARD
Place: Winterbourne Glebe Hall, Winterbourne Earls, Salisbury SP4 8HA
Date: Thursday 30 May 2013
Time: 6.00 pm

Including the Parishes of Allington, Amesbury, Berwick St James, Bulford, Cholderton, Durnford, Durrington, Figcheldean, Great Wishford, Idmiston, Milston, Newton Toney, Orcheston, Shrewton, Stapleford, Steeple Langford, Tilshead, Wilsford Cum Lake, Winterbourne, Winterbourne Stoke, Woodford and Wylve.

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 5:30pm.

Please direct any enquiries on this Agenda to Kirsty Butcher Democratic Services Officer, on 01225 713948 or email kirsty.butcher@wiltshire.gov.uk

or Karen Linaker (Amesbury Community Area Manager), Tel: 01722 434697 or 07917 751728, or email karen.linaker@wiltshire.gov.uk

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

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

Wiltshire Councillors

Mike Hewitt
John Noeken
John Smale
Ian West
Fred Westmoreland
Graham Wright

Bourne and Woodford Valley
Amesbury East
Bulford, Allington & Figcheldean
Till & Wylve Valley
Amesbury West
Durrington & Larkhill

Future Meeting Dates

Thursday, 27 June 2013

6.00 pm

Informal meeting with Town/Parish Councils

Venue TBC

Thursday 18 July 2013

6.00 pm

Figheidean Village Hall, Pollen Lane, Figheidean SP4 8HD.

Thursday 19 September 2013

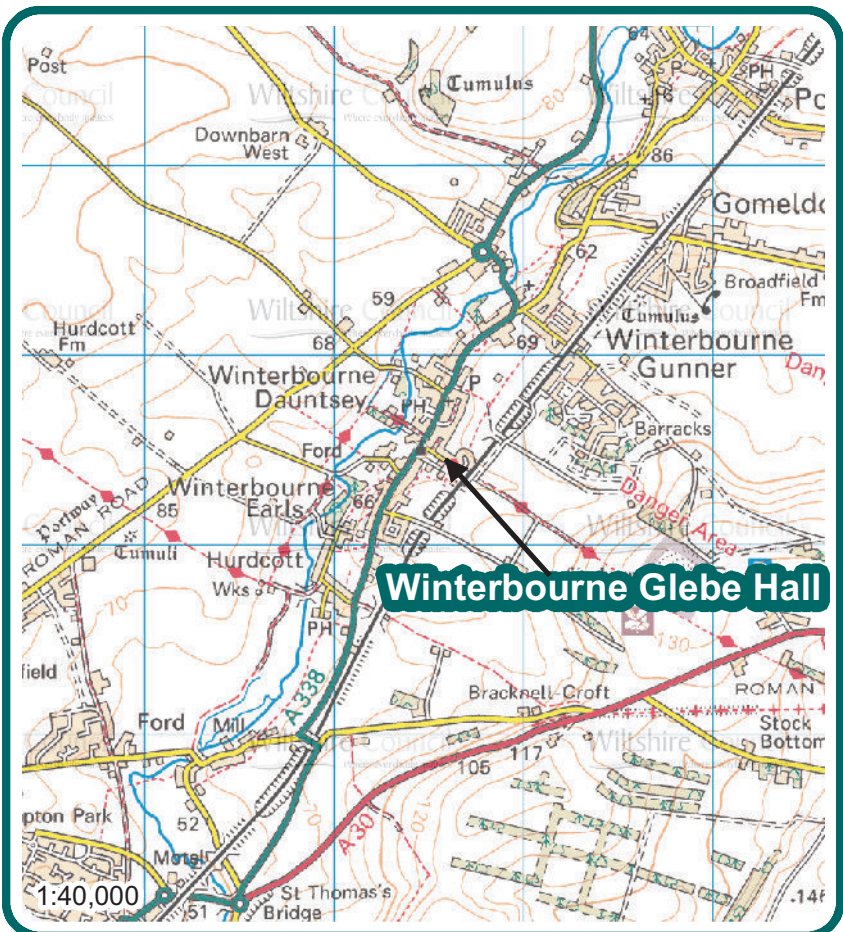
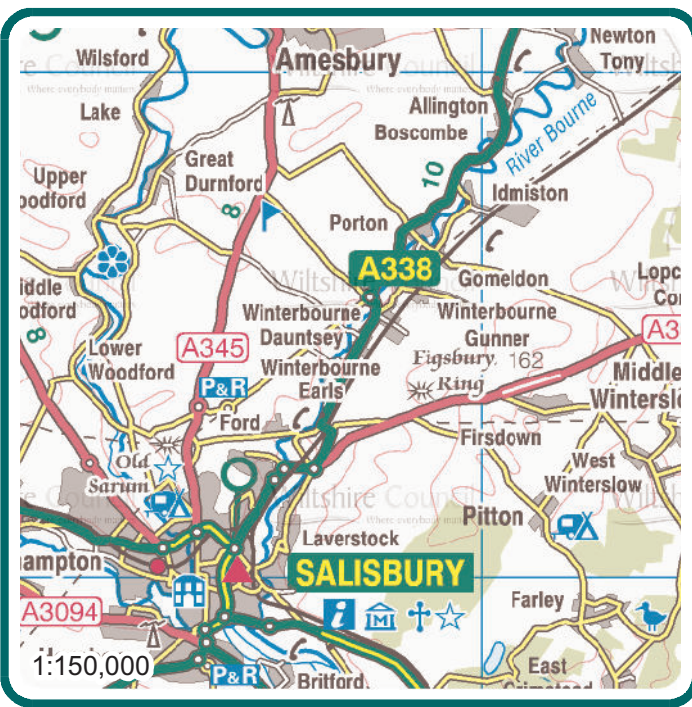
6.00 pm

Shrewton Recreation Hall, Recreation Ground, Mill Lane, Shrewton SP3 4JY

Items to be considered

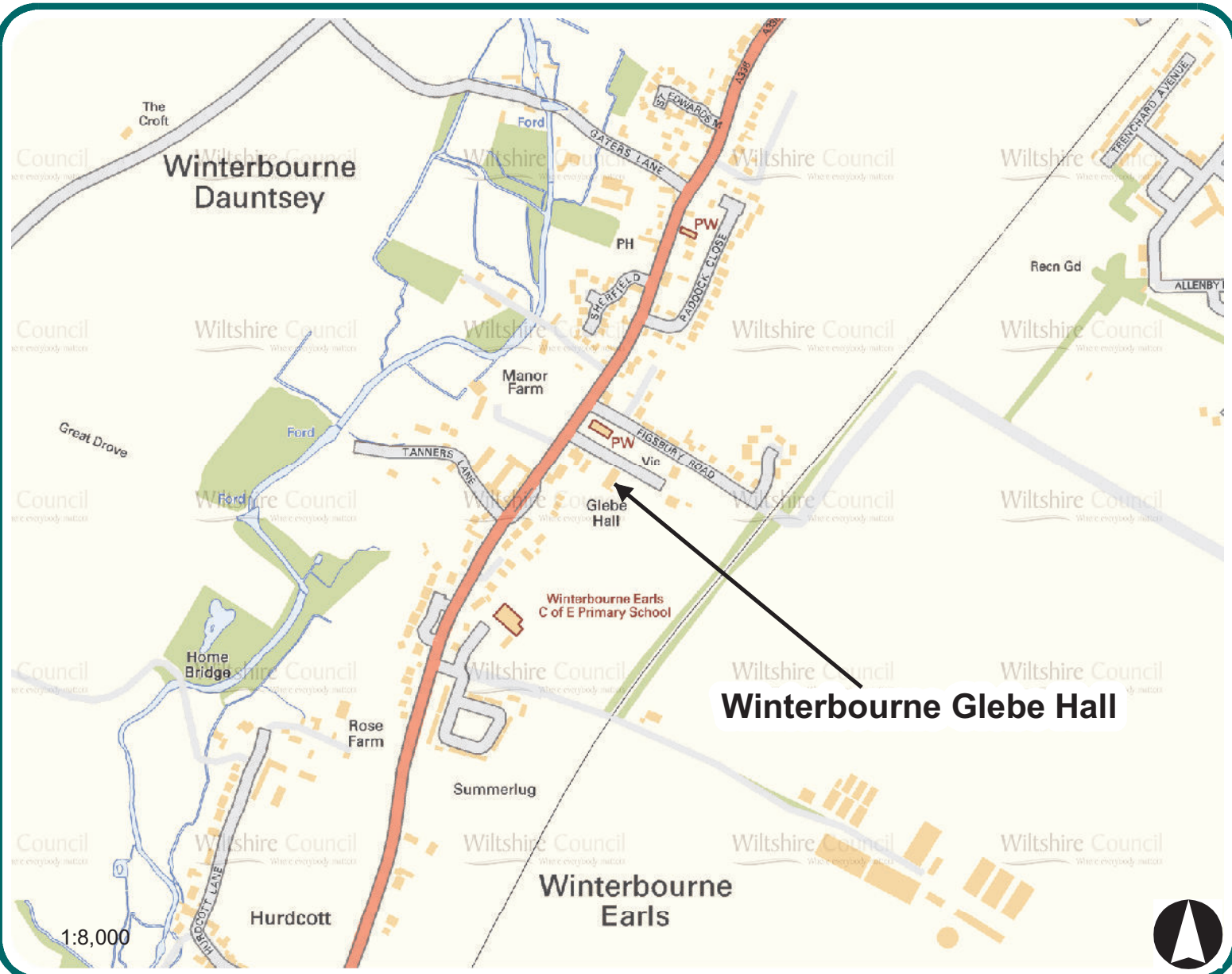
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|----|---|----------------|
| 1 | Election of Chairman | 6.00 pm |
| | To elect a Chairman for the Amesbury Area Board for the forthcoming year 2013/14. | |
| 2 | Election of Vice-Chairman | |
| | To elect a Vice-Chairman for Amesbury Area Board for the forthcoming year 2013/14. | |
| 3 | Welcome and Introductions | |
| 4 | Apologies for Absence | |
| 5 | Minutes (<i>Pages 3 - 10</i>) | |
| | To confirm the minutes of the meeting held on 21 February 2013. | |
| 6 | Declarations of Interest | |
| | To receive any declarations of disclosable interests or dispensations granted by the Standards Committee. | |
| 7 | Chairman's Announcements (<i>Pages 11 - 12</i>) | 6.10 pm |
| | 7a: Protecting Children and Young People | |
| | To inform the Board of the introduction of a revised safeguarding document and toolkit. | |
| 8 | Your Local Issues | 6.15 pm |
| | To receive an update from the Community Area Manager on local issues. | |
| 9 | Updates from Partners and Town/Parish Councils (<i>Pages 13 - 22</i>) | 6.20 pm |
| | To receive updates from the Town and Parish Council Representatives, and from other partner organisations, including outside bodies on which the Area Board is represented. | |
| 10 | Local Highways and Streetscene Service | 6.30 pm |
| | To introduce Andy Cole as the local Highways and Streetscene engineer and provide a brief overview on the proposed new way of working. | |

- 11 **Community Plan Working Group Updates** **6.40 pm**
- To receive updates from the following:
- Community Facilities, Health and Well-Being
 - Crime and Community Safety
 - Sport, Leisure and Culture
 - Environment
 - Housing, Economic Development, Planning and Tourism
- 12 **Update from the Community Area Transport Group (CATG)** **6.50 pm**
(Pages 23 - 26)
- To consider an update from the Community Area Transport Group (CATG) in relation to the funding available towards Local Transport Projects.
- 13 **South Mill Hill Community Asset Transfer** *(Pages 27 - 36)* **7.00 pm**
- The Area Board is asked to consider an application submitted by Amesbury Town Council for the transfer of land at Southmill Hill, Amesbury.
- 14 **Village Design Statements** **7.10 pm**
- To note the Village Design Statements within the Amesbury Area. (hard copies available at the meeting)
- 15 **Community Area Grants** *(Pages 37 - 44)* **7.25 pm**
- To determine any applications for Community Area Grant funding.
- 16 **Appointment to Outside Bodies and Working Groups** *(Pages 45 - 60)* **7.45 pm**
- To consider the report of the Democratic Services Officer asking the Board to reappoint Councillor representatives to Outside Bodies, reconstitute and appoint to working groups and note terms of reference for the working groups.
- 17 **Future Meeting Dates, Evaluation and Close** *(Pages 61 - 62)* **7.55 pm**
- To note the attached Forward Work Plan.
- The next meeting of the Amesbury Area Board will be held on 18 July 2013 at Figheldean Village Hall, Pollen Lane, Figheldean SP4 8HD.
- An informal meeting of the Board will take place on 27 June 2013, venue TBC.



Winterbourne Glebe Hall
Winterbourne Earls
Salisbury
SP4 6HA


 Wiltshire Council
 Where everybody matters



MINUTES

Meeting: AMESBURY AREA BOARD
Place: Durrington Village Hall, High St, Durrington SP4 8HH
Date: 21 February 2013
Start Time: 6.00 pm
Finish Time: 8.20 pm

Please direct any enquiries on these minutes to:

Kirsty Butcher Democratic Services Officer, Tel: 01225 713948 or (e-mail) kirsty.butcher@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr John Smale (Chairman), Cllr Mike Hewitt, Cllr John Noeken, Cllr Ian West and Cllr Fred Westmoreland (Vice Chairman)

Wiltshire Council Officers

Mark Smith, Service Director Neighbourhood Services
Karen Linaker, Amesbury Community Area Manager
Maxine Gibson, Principal Education Welfare Officer
Matthew Woolford, Communications Account Manager

Town and Parish Councils

Durrington Town Council – Primrose Taylor, Mary Towle, David Healing, Wendy Parsons
Allington Parish Council – Mike Brunton
Figheledean Parish Council – John Menzies
Wylde Parish Council – Tom Cox

Partners

Police – Inspector C Lange

Total in attendance: 27

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Amesbury Area Board and thanked Durrington Town Council for the use of the Hall.</p> <p>At the Chairman's invitation, the Councillors and officers sitting at the front of the meeting introduced themselves.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from:</p> <ul style="list-style-type: none"> • Councillor Graham Wright • Councillor Dick Tonge, Cabinet Member for Highways and Transport, who had been due to attend as the visiting Cabinet Member • Mike Franklin of Wiltshire Fire and Rescue Service • Bill Dowling of the Ministry Of Defence • Carole Slater of Shrewton Parish Council • Andrew Tidd of Idmiston Parish Council • David Baker of Winterbourne Parish Council
3	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on 31 January 2013 were agreed as a correct record and signed by the Chairman.</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>There were none.</p>
6	<p><u>Your Local Issues</u></p> <p>Karen Linaker, Amesbury Community Area Manager, gave an update on community issues, and encouraged everyone to continue submitting issues to the board.</p> <p>Councillors John Noeken referred to the matter of lorries parking on the A345</p>

	<p>lay-by south of the Countess roundabout. Many of these vehicles had refrigeration units running overnight, which caused noise disturbance for local residents. It was suggested that some form of notice could be erected at the lay-by, prohibiting overnight stay, and referring to the lorry facilities at Solstice Park. Cllr Noeken added that the companies operating the lorries had been contacted in relation to the matter, but had not responded.</p> <p>The issue of Dog Fouling was also raised, with some Parish Councils concerned that they would be required to fund the appointment of Dog Wardens. Councillor Hewitt hoped that this may be something that the Area Board could fund.</p> <p>Concern was also raised regarding surface water drainage from roads, particularly those in the Bourne valley area.</p> <p>In relation to the Village Steward scheme, it was noted that some Parishes were not seeing their stewards as regularly as previously. At the Chairman's invitation, Adrian Hampton, gave a presentation on the revised Parish Steward scheme, which had been successfully trialled in the north of the county. Adrian also explained how the Parish Stewards fitted into the Community Teams for Local Streetscene Services provision, including litter bin emptying, grounds maintenance, street cleansing, and winter maintenance, amongst other things.</p> <p>In response to questions, Adrian commented that workshops would be run for Parish Councils to look at best practice and to share examples from the trial scheme.</p> <p>Responding to a question regarding potholes on the A345 at the Figheldean Road, Councillor John Smale commented that this was due for resurfacing later in the year.</p>
7	<p><u>Updates from Partners and Town/Parish Councils</u></p> <p>The Chairman referred to the updates set out in the agenda and invited further updates from Town/Parish Councils and other Partners, including outside bodies.</p> <p>The update from the Fire Service was noted at pages 13-14 of the agenda.</p> <p>Inspector Christian Lange referred to the police update at page 15 of the agenda, adding that there had been a recent spate of theft from vehicles, and people were reminded not to leave valuables in cars, or to put them out of sight. Some proactive work had been undertaken to address anti-social behaviour by a small group of young people in Amesbury town centre. By involving the parents as a first point of contact, this has seen an improvement.</p> <p>Inspector Lange also noted that PCSO Scott Young had joined the team, and had set up a Facebook page for the Neighbourhood Team, which contained</p>

	<p>useful contacts and information.</p> <p>In the absence of Janet Tidd, the Chairman invited Jenny Bertram to give an update on the Bourne Valley Youth Transport Project. Jenny explained that a consultation was currently underway to identify where young people would like to go. It was noted that the Area Board had already allocated some funding to this project, and that the details would be finalised by officers, in consultation with the Chairman and Vice-Chairman. A meeting had been arranged for 6pm on 5 March at Idmiston Memorial Hall to progress the project. It was suggested that it might be more effective for each Parish to take on one project. Jenny welcomed these views and suggested that they be raised at the meeting on 5 March.</p> <p>It was also noted that the Cabinet had recommended to Council that an additional grant received from central government should be spent on youth projects and delivered through the Area Boards. This would be confirmed at the Full Council meeting on 26 February.</p>
8	<p><u>Integrated Youth Service</u></p> <p>The Chairman welcomed Maxine Gibson who explained about the introduction of Youth Advisory Groups (YAGs) to seek the influence of young people on local services.</p> <p>Avon Valley college had been contacted to get involved, and it was hoped that a representative group could be set up. Maxine referred the meeting to the on-going projects listed in the report at pages 20-21 of the agenda.</p> <p>Councillors welcomed the update and the introduction of the YAG, referring to the past efforts to set up a Youth Council. It was also suggested that some Town/Parish Councils may be willing to contribute financially to the work of a YAG.</p> <p>Karen Linaker, Amesbury Community Area Manager also suggested that the Area Board could host some form of event for local youth organisations, to encourage better use of local resources and to raise the profile of issues facing young people.</p>
9	<p><u>Community Plan Working Group Updates</u></p> <p>At the Chairman's invitation, Councillor Ian West updated the meeting on the recent work of the Community Facilities, Health and Wellbeing Panel.</p> <p>The Panel had met on 19 February and had identified and discussed 2 key issues within its remit:</p> <ul style="list-style-type: none"> • People with mental health issues • Domestic abuse

	<p>Representatives from both LINK schemes in the Community Area had attended, and it was hoped that the panel could support these schemes.</p>
10	<p><u>Update from Speedwatch Working Group</u></p> <p>In the absence of Councillor Graham Wright, Karen Linaker, Amesbury Community Area Manager, gave an update on the work of the Speedwatch Working Group. A written update was also tabled.</p> <p>The working group had now engaged 21 out of the 22 parish councils in the Community Area. Potential had been recognised for use of new enhanced Speed Indicator Devices (SIDs) and for more joint working with the Transport Group. Education would be the key to success and it was hoped that the process for requesting and deploying SIDs and Speedwatch schemes could be simplified.</p> <p>People were encouraged to come along to the next meeting which would be in March, and would feature a demonstration of the new enhanced SID. The date for the meeting would be notified in due course.</p> <p>Inspector Christian Lange commented that the group was working really well and was an effective and positive way to address a genuine issue,</p> <p>Councillor Ian West also congratulated the group on its work so far, and thanked Karen for persevering with the Highways Agency in relation to placing SIDs on the A36 and the A303. However, it was now acknowledged that other options would have to be investigated for these roads.</p> <p>Councillor Mike Hewitt added that the first wave of speed limit reviews on A and B roads, which had been agreed by Cabinet, would shortly be implemented. Some signs were already up, but covered by black bags until the start date.</p>
11	<p><u>Update from the Community Area Transport Group (CATG)</u></p> <p>Councillor Mike Hewitt, Chairman of the CATG, reported that the full budget had been spent for 2012/13 so there were no further meetings scheduled until after May, but people were encouraged to come along.</p> <p>One of the major projects of the year was road narrowing at Church Street, Amesbury. Works would take 3-4 weeks and were scheduled to begin on Monday 8 April, with the road closed and diversions in place. It was hoped that the road would only be closed during the hours of working, so that it would remain open from 4pm-8am.</p> <p>It was also noted that work on the Durrington – Amesbury footpath would start on 26 March and take around 6 weeks.</p>

12	<p><u>Amesbury to Bulford Pedestrian / Cycle route</u></p> <p>The Chairman gave a short update on this project and referred to the map in the agenda, which showed the proposed route. It was noted that negotiations were on-going with landowners, and that meetings with planners would continue throughout March. Following this a design stage would commence leading to a public consultation in May, and potentially a planning application in September. It was hoped that this route would result in an improvement in safety for many young people travelling to school in Amesbury, particularly in view of anticipated increase in traffic with the Stonehenge Centre opening and the additional housing planned for Amesbury.</p> <p>In response to a suggestion that the route could use the existing footbridge over the A303 at Ratfyn, it was noted that most people wanted to go via Solstice Park and Tesco. In addition, the proposed route was more direct for people commuting from Bulford to Solstice Park.</p>
13	<p><u>Salisbury - Amesbury Cycle Route Project Update</u></p> <p>Karen Linaker gave a quick update on this as another long-term aspiration of the Area Board.</p> <p>It was noted that this would be retained as a community priority and that having established the route, this would assist in seeking planning contributions from developers. It was noted that some negotiations were on-going with landowners.</p> <p>The Area Board agreed to set up a task group as a subsidiary of the CATG, and consisting mainly of Parish Councillors; around 6-7 people.</p>
14	<p><u>Community Websites</u></p> <p>Matthew Woolford, Communications Account Manager for Wiltshire Council, introduced the “Our Community Matters” blogsite.</p> <p>This resource, which was being rolled out across the county, was a community-based website designed to enhance communications at a local level. The fully interactive site was described as a digital notice board, where residents, Town/Parish Councils, local organisations, businesses and Wiltshire Council could upload news, ideas, events, jobs and links to other information. It was also possible to comment on posts, to encourage discussion and exchange of views. The site for the Amesbury Community Area was now live (http://amesbury.ourcommunitymatters.org.uk/) and people were encouraged to use it and upload information for sharing. The more it was used, the more useful it would become.</p>

	<p>In response to questions Matthew emphasised that other forms of communication would continue, and that this was intended to complement existing media.</p> <p>Responding to a question regarding the moderation of the site, Matthew explained that the site was hosted and maintained by the council, and had several built-in filters to prevent bad language etc. There would also be some moderation undertaken by the Council, but it was hoped that the sites would become self-policing, with other users ensuring that posts were appropriate.</p>
15	<p><u>Area Board Achievements</u></p> <p>Karen Linaker gave a short presentation on the achievements of the Area Board over the previous four years, setting out some statistics and giving some examples of projects which had been supported.</p> <p>The presentation is set out as Appendix 1 to these minutes.</p>
16	<p><u>Community Area Grants</u></p> <p>At the Chairman's invitation, Councillor John Noeken, Lead member for Grants, introduced each application in turn, inviting comments from the applicants, followed by an opportunity for questions and comments from the floor and from Councillors.</p> <p><u>Decision</u> Durrington Town Council was awarded £1,500 towards setting up the Friday Youth Club. <i>Reason - The application met the Community Area Grants Criteria 2012/13.</i></p> <p><u>Decision</u> Cholderton Parish Meeting was awarded up to £600 towards a new notice board, subject to the final costings being submitted and approved by the Community Area Manager. <i>Reason - The application met the Community Area Grants Criteria 2012/13.</i></p> <p><u>Decision</u> Winterbourne Cricket Club was awarded £4,384 towards facilities enhancement. <i>Reason - The application met the Community Area Grants Criteria 2012/13.</i></p> <p><u>Decision</u> Durrington Town Council was awarded £2,175 as a contribution towards the purchase of land, legal and reinstatement costs.</p>

	<p><u>Reason</u> - The application met the Community Area Grants Criteria 2012/13. The figure was reduced from the £3,500 originally requested, as £2,175 represents 50% of the costs which may be funded by the Area Board.</p> <p>In accordance with Council Procedure Rule 137, Councillor Ian West requested that his vote against the motion be recorded in the minutes.</p> <p><u>Decision</u> Figheldean Parish Council was awarded £385 towards new barrier posts and chain access for the recreation ground.</p> <p><u>Reason</u> - The application met the Community Area Grants Criteria 2012/13.</p> <p>In relation to the application from Salisbury Arts Centre, concerns were raised over the lack of specific detail on the application, including the proposed dates, content of the event, and lack of arrangements for transporting young people from rural areas to the event. In view of the large sum requested (£6,995) the Area Board considered that more information was required before a decision could be made and so the application was DEFERRED.</p> <p>The Chairman expressed his thanks to Councillor John Noeken and to Karen Linaker for their hard work in evaluating and processing grant applications over the previous four years.</p>
17	<p><u>Future Meeting Dates, Evaluation and Close</u></p> <p>It was noted that the next meeting of the Amesbury Area Board would be held on 30 May 2013, 6pm at Winterbourne Glebe Hall, Winterbourne Earls, Salisbury SP4 8HA.</p> <p>On behalf of the Area Board, the Vice-Chairman thanked the Chairman, Councillor John Smale, and the previous Chairman, Councillor Mike Hewitt, for their efforts in chairing the Area Board since its inception.</p> <p>Thanks were also offered to Karen Linaker, Amesbury Community Area Manager, for her hard work, and to the Parish Councils and other representatives who had contributed to the meetings and work of the Area Board.</p>
<p><u>Appendix 1 - Amesbury Area Board Achievements</u></p>	

Agenda Item 7

Chairman's Announcements

Subject:	Revised Multi-Agency Thresholds for Safeguarding Children 2013
Officer Contact Details:	Tamsin Stone Lead Commissioner and Children's Trust 01225 713504
Weblink:	www.wiltshirepathways.org and www.wiltshirelscb.org .
Further details available:	Pathways@wiltshire.gov.uk

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.

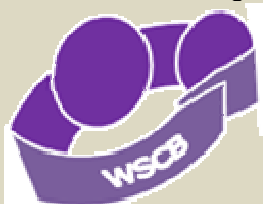
The revised document and practitioners' toolkit can be found at www.wiltshirepathways.org and at www.wiltshirelscb.org. The Wiltshire Safeguarding Children Board is overseeing the dissemination and education of this new guidance and implementation will be led by the multi-agency Early Intervention Group (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.

With regards,

Cliff Turner
Chair – Wiltshire Safeguarding Children Board



**Wiltshire Safeguarding
Children Board**

March 2013 update

This update will be the last from NHS Wiltshire; from April 1st 2013 the commissioning of local health care services will be managed by Wiltshire Clinical Commissioning Group, who will provide the first of their updates to Local Area Boards next month. In the meantime, a message from NHS Wiltshire's Chairman, Tony Barron, as the PCT hands over the baton of responsibility:

In 2006, I took the helm of NHS Wiltshire, a new Primary Care Trust merging three smaller organisations. Today, as we move towards a new model of NHS commissioning, I would like to record some of the ways in which NHS Wiltshire has made a difference.

When the new board first met, we had a £63million debt and a system that provided patchy and uneven care to a widely dispersed population. Some areas were very well served but others, including some of the most deprived parts of Wiltshire, were under-resourced. Unlikely as it may have seemed at the time, we managed to tackle this debt while improving services across the county.

Doing this meant keeping tight control of our purse-strings, driving a hard bargain with those providing the services, and a remorseless focus on getting the best value for every NHS £. Inevitably and very publicly, this meant taking some tough decisions, but also introducing some award-winning innovations in care such as the Neighbourhood Teams and Primary Care Centres. Today, people in Wiltshire benefit from some of the most cutting-edge and innovative community health services, many of which are the envy of other parts of the UK and are now being replicated due to their outstanding success.

In 2013, Wiltshire's NHS has been 'in the black' for four consecutive years. We have new buildings providing top-notch primary care facilities. Thousands more patients are treated by NHS dentists. People can see a GP at a time that suits them, and Wiltshire was rated one of the top six PCTs for sharing health resources fairly in a national study.

Some of our legacy successes are detailed below:

Neighbourhood Teams: Introduced in 2007, Wiltshire's pioneering Neighbourhood Teams have won ringing endorsements from the patients they care for. Caring for patients mainly in their own homes, the teams bring nurses, physiotherapists, occupational therapists and others together to provide seamless, all-round care. Eleven Neighbourhood Teams cover the whole county and provide a range of services including rapid response to patients' urgent needs, rehabilitation services, and nursing and therapy services as part of a planned care package. The model of service provided by Neighbourhood Teams is being replicated across the UK to ensure that patients maintain their independence for longer and enjoy a better quality of life – by cutting down on the need to be admitted to hospital and by helping to reduce delays in patients leaving hospital.

Primary Care Centres: Doctors, nurses, therapists, pharmacists, working together in modern buildings ... all but one of the five developments we envisaged in 2007 are up and running: Malmesbury (opened 2008), Westbury White Horse Health Centre

(opened 2012), Salisbury (new replacement surgery at Avon Approach, and Primary Care development at Old Manor underway), Trowbridge (new replacement surgery development underway, hospital refurbished). Progress on the Devizes Primary Care Centre is far less advanced. It has been difficult to find a site that everyone can agree on and which is affordable, but the CCG will continue to work to a successful conclusion.

Dentistry: A huge turn-round in access to NHS dentistry has been one of NHS Wiltshire's biggest achievements. Consistently number one on the 'wish list' expressed by Wiltshire people at our regular Stakeholder Assemblies, access to an NHS dentist has gone up by a third in the lifetime of NHS Wiltshire. Thanks to an investment of £3.1m, NHS Wiltshire expanded dentistry overall, but also invested in measures to shorten waiting times for orthodontic treatment and a highly successful programme to improve the oral health of under-fives, setting a foundation for a lifetime of healthy teeth.

Stroke: Wiltshire is one of the country's top performers in the care and treatment of people who have had a stroke, according to the CQC in 2011.

Cancer: People diagnosed with cancer in Wiltshire do better than the national average, according to the ONS figures. Better screening services and encouraging a healthier lifestyle are the two prongs of the county's Cancer Reform Strategy.

Cleaner hospitals: Wiltshire Community Health Service was commended by the CQC for its effectiveness in tackling hospital-acquired infections (figures produced prior to management of WCHS transferring to Great Western Hospitals NHS Foundation Trust).

Stop smoking: Wiltshire's Stop Smoking Service has consistently smashed through its targets, helping thousands of smokers to quit.

These and many more success stories make me proud of what we've done at NHS Wiltshire. I'd like to thank the extraordinary team of people who have worked so hard to make this happen, and send Wiltshire CCG the very best wishes for continued success as the National Health Service moves towards a new era of delivering health care.

Tony Barron
Chair, NHS Wiltshire
March 2013

The next PCT Board Meeting will be held on **Wednesday 13th March** – venue and time to be confirmed – please refer to the NHS Wiltshire website: www.wiltshire.nhs.uk
Members of the public are welcome to attend. Papers are published a week before the meeting on or on request from Stacey Saunders, NHS Wiltshire, email: stacey.saunders@wiltshire.nhs.uk

MEDIA STATEMENT

2 May 2013

NHS 111

The NHS 111 service is currently being established across Bath and North East Somerset and Wiltshire, following a 'soft' launch in February. This means that a test period is now underway in order to identify problems and rectify them before the service goes fully live.

"Performance is continuing to improve, but we know that some patients and providers are still experiencing some problems with getting through to the service as well as delays in receiving treatment particularly during busy weekend periods," said Dr Simon Douglass, Clinical Accountable Officer for BaNES Clinical Commissioning Group. "We'd like to apologise for this and reassure patients that we are continuing to work with our NHS 111 provider, Harmoni, to resolve the remaining issues before the service is launched in full. We have seen a reduction in the number of 999 ambulances dispatched by the NHS 111 service, and an encouraging improvement in the number of these ambulance call outs that result in patients requiring transfer to hospital or another service."

Wiltshire and B&NES CCGs have decided to defer the full launch of NHS 111 until all such issues are resolved. Both CCGs and Harmoni are committed to providing a safe and high quality NHS 111 service and contingency plans, involving the established local out-of-hours GP service for patients, have been in place throughout this period.

NHS England supports the CCGs' decision and is working alongside them to ensure that the service meets national requirements.

When fully launched, NHS 111 will be a free to call service, available 24 hours a day, 365 days a year. It will act as a one stop shop for patients if their healthcare need is urgent, but not a 999 emergency.

-END-

Contact details for further information:

Tracy Torr, Communications and Engagement Officer
Wiltshire Clinical Commissioning Group
01380 736010 or tracy.torr@nhs.net

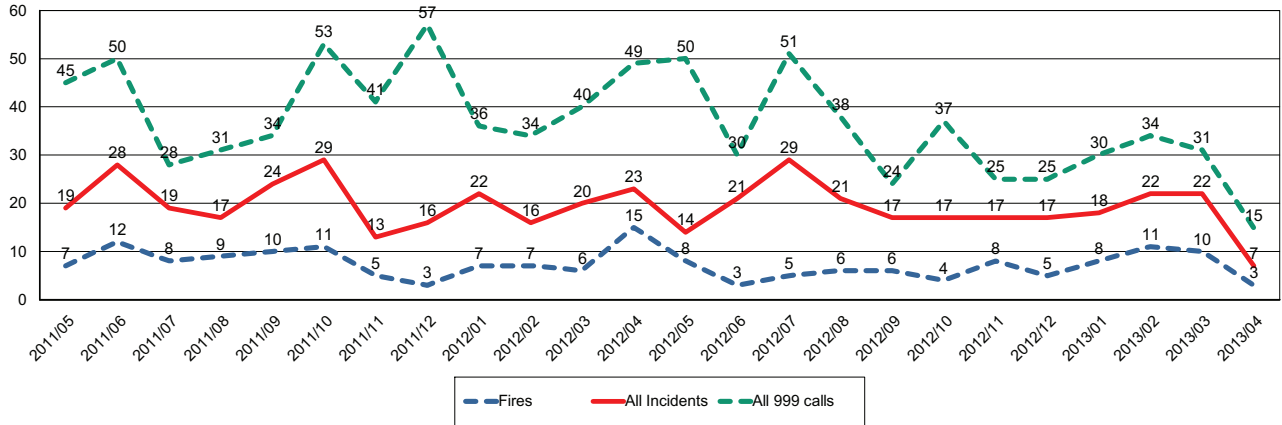
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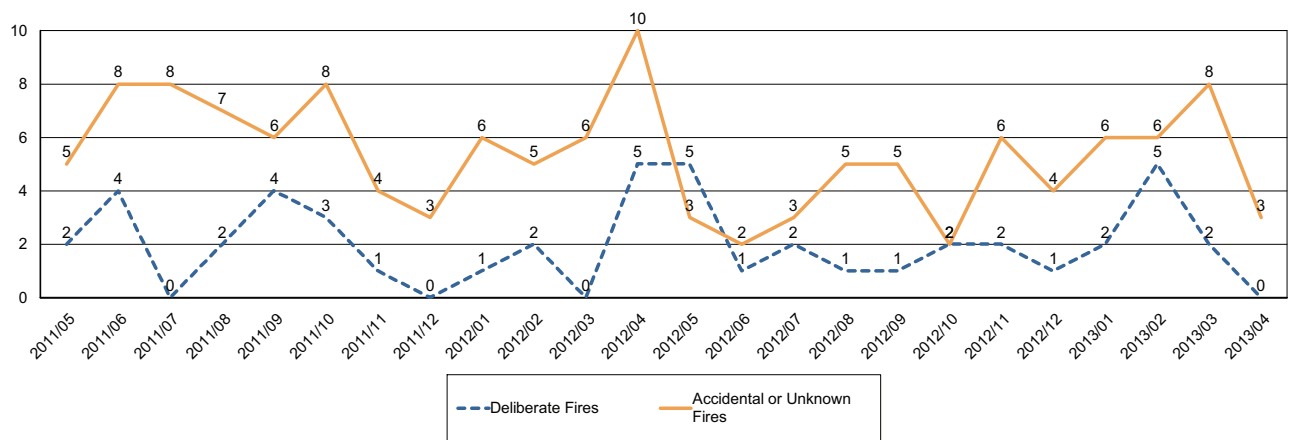
Report for Amesbury Area Board

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

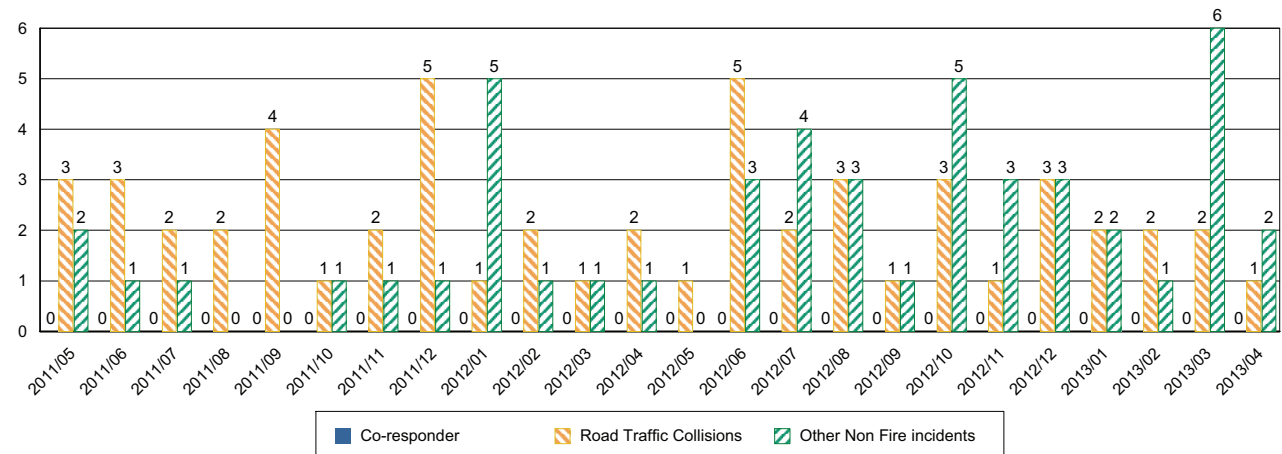
Incidents and Calls



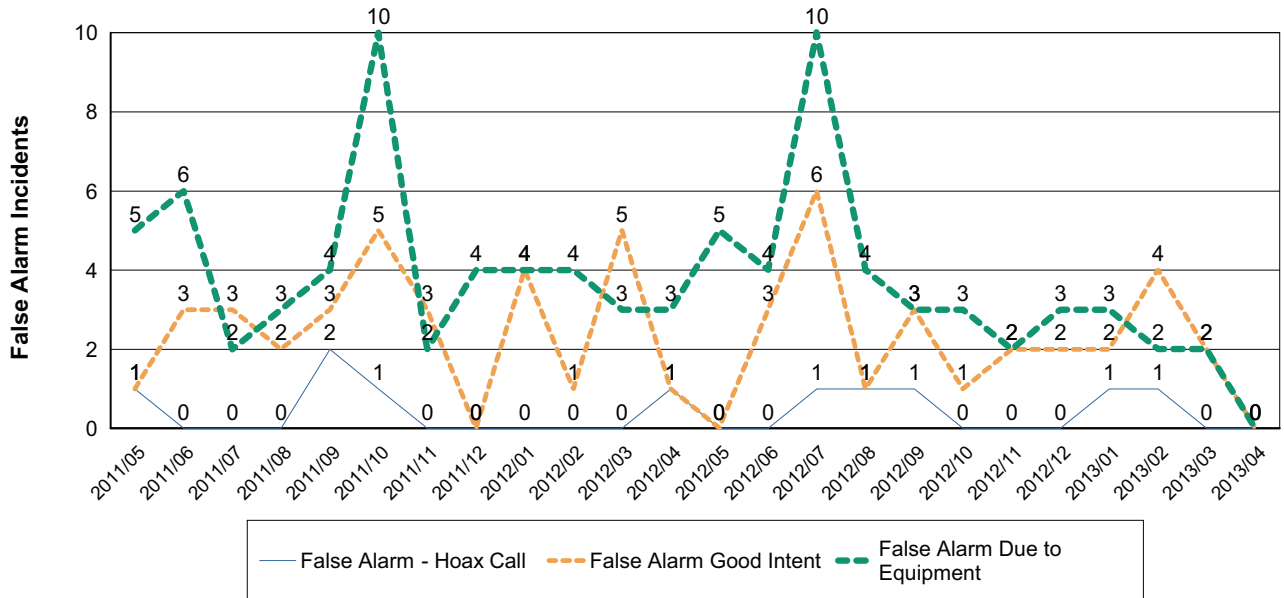
Fires by Cause



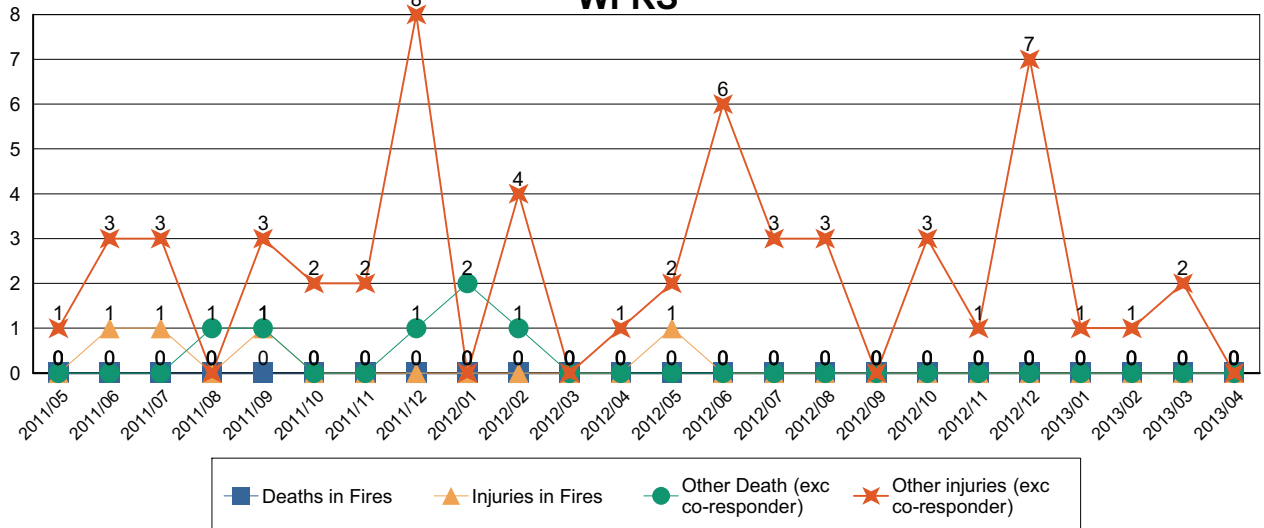
Non-Fire incidents attended by WFRS



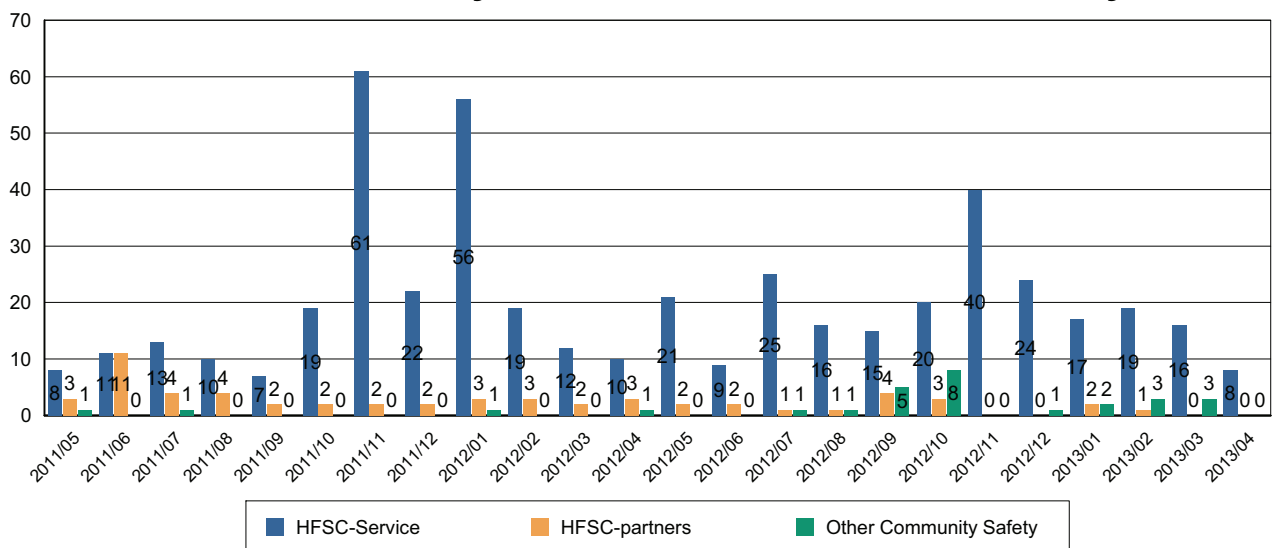
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

Crime and Community Safety Briefing Panel Amesbury Community Area Board

May 2013



1. Neighbourhood Policing

Sector Commander: Christian Lange

Team Sgt: Ricky Lee

Amesbury Town

Beat Manager – PC Lucy Smith

PCSO – Jo Atkinson

PCSO – Wendy Leat

Amesbury Rural

Beat Manager – PC Mark Steele

PCSO – Shona Maycock

PCSO – Will Todd

Durrington, Larkhill & Bulford

Beat Manager – PC Jayne Wilby

PCSO – Scott Young

2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

□ Visit NPT website at: www.wiltshire.police.uk

3. Performance and Other Local Issues

I would like to start by welcoming a new Sergeant to the Amesbury team. PS Ricky Lee joined the team in May taking over from PS Martin Phipps who has now moved to lead the Tidworth neighbourhood team. Martin has worked hard to keep Amesbury safe over the past 3 years and I am sure that the community will thank him for successfully reducing anti-social behaviour in the area.

During the past year many of the MOD police who normally work in the area were away dealing with the Olympics and helping the Border Agency. It is interesting to note that the level of crimes that were recorded by the MOD police in the area reduced significantly last year and it is likely that crimes that were being reported to MOD police are now being recorded by Wiltshire Police. I suspect that the crimes taking place in the community area have remained stable over the past year.

In my last update I mentioned that we were continuing to see handbags being stolen from parked vehicles. In order to tackle this problem we ran 'Operation Emma'. The operation involved tasking officers to patrol beauty spots and look out for vehicles where valuables had been left in cars. The officers then waited for the owners to return and they then ensured that they were suitably 'educated' about the risks of leaving valuables in vehicles. I am pleased to report that the message seems to be getting through and we have seen a significant reduction in these types of offences over recent weeks. Please continue to spread the word – Do not leave valuables in vehicles.

Non-domestic burglaries remain persistently high. These are mostly occurring at isolated farm buildings and garages and items such as power tools and metals have been taken. We have recently arrested a number of suspects for some of these offences and I hope to be able to provide you with more details in my next update. Domestic burglaries where homes are targeted continue to reduce in number and these are now relatively rare crimes in the Amesbury area.

I am pleased to see that criminal damage and anti-social behaviour continues to fall in the Amesbury Community Area. These types of crimes tend to go together and I am confident that the reduction has been as a result of some hard work by the neighbourhood team and partner agencies who have been working with a number of families to address the root causes of the problem.

Many thanks

Christian Lange
Sector Commander
Amesbury and Tidworth.

EM Amesbury NPT	Crime				Detections*	
	12 Months to April 2012	12 Months to April 2013	Volume Change	% Change	12 Months to April 2012	12 Months to April 2013
Victim Based Crime	1180	1094	-86	-7.3%	17%	22%
Domestic Burglary	48	28	-20	-41.7%	6%	11%
Non Domestic Burglary	119	153	+34	+28.6%	3%	1%
Vehicle Crime	96	115	+19	+19.8%	5%	4%
Criminal Damage & Arson	323	240	-83	-25.7%	10%	16%
Violence Against The Person	232	215	-17	-7.3%	38%	52%
ASB Incidents (YTD)	63	55	-8	-12.7%		

Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for Victim Based Crime and significantly better than peers for Domestic Burglary in the previous 12 month period (April 2012 - March 2013).

UPDATE FROM SHREWTON PARISH COUNCIL

DATE OF AREA BOARD MEETING 30 MAY 2013

HEADLINES/KEY ISSUES

- Currently planning for Shrewton 2026 the village plan on how the village should feel and look in 2026. A Link project officer has been appointed and local public meetings have been arranged together with a Housing Needs Survey on distribution within the village.
- Dog fouling as ever is giving concerns – dog warden would be helpful, but, that is in the planning stage at the moment.
- Laundry develop site - delays being experienced in the planning application being granted – this site is now derelict and is causing safety/security concerns.

PROJECTS

- Her Majesty's The Queens 60 Anniversary weekend from the 31 May to the 2 June, with events bring arranged throughout the village.
- Footpath applications for a Footpath along London Road Shrewton where currently there is no footpath on what has now become a very busy traffic thoroughfare.
- Footpath to the New Visitors Centre (EH) from Shrewton, there has been an increase in the number of walkers seeking access to the Stones by walking from the village.
- Footpath from Tanners Lane to the garage again this has been requested as a refuge where there is no footpath at present, this footway is on the A360, again a busy road through the heart of the village.

FUTURE EVENTS/DATES FOR THE DIARY

- 20 December Friday – Shrewton Shines Christmas Celebration at Rolleston Manor with Mulled Wine and Mince Pies
- 27 July 2014 - World War 1 One Hundred Years — planned for commemoration Sunday with a Church Service and Royal British Legion Parade followed by a Village Tea.

Signed: Carole Slater

Date 9 May 2013

UPDATE FROM COMMUNITY AREA TRANSPORT GROUP

1. Purpose of the Report

1.1. To provide an update on schemes currently being considered by the Community Area Transport Group (CATG).

2. Background

2.1. The CATG last met in January, and provided a full update to the 21st February board meeting.

2.2. The Transport Engineer has been progressing certain schemes since then, and this report provides an update in relation to those schemes.

3. Main Update

3.1. A list of the schemes currently being progressed by the CATG, and where appropriate an accompanying update comment is attached at appendix 1.

3.2. Since last reporting to the board in February, two transport schemes have since been completed – Broken Cross Bridge (A338) and Church St, Amesbury (footway widening).

4. Financial Implications

None arising from this report. Officers will confirm the amount to be allocated to the CATG in 2013/14 at the May meeting.

5. Recommendations

(i) To note the update

Karen Linaker, Amesbury Community Area Manager
01722 434697 or 07917 751728
karen.linaker@wiltshire.gov.uk

Appendix 1

(a) Steeple Langford – new footway	the transport group will be asked to consider funding options for this scheme in 2013/14
(b) Shrewton High St – potential new footway	Update to be confirmed
(c) Shrewton, Tanners Lane – Bridge Garage pavement request	The unitary councillor and transport engineer have walked the route and discussed the possible options. The preferred option is a carriageway edge line and textured surface to delineate a pedestrian area.
(d) Shrewton Primary School – potential for bollards to prevent parking	Update to be confirmed
(e) Salisbury Rd, Bulford to Solstice Park – new cycleway	Consultants have been briefed for the preliminary design of the whole route, and for a detailed design of the first section. The preliminary design is due for completion in July, consultation on this will then take place in September, planning permission to be sought thereafter
(f) Newton Tony – 20mph speed limit request	Update to be confirmed
(g) Winterbourne Earls – assisted crossings	The first of the crossings has been identified and constructed. Funding for the second crossing to be discussed at the next transport group meeting
(h) Winterbourne Earls Primary School – warning sign	Update to be confirmed
(i) Amesbury, Butterfield Drive – modifications to speed table	Works will be carried out in July
(j) Amesbury High Street – amendment of parking restrictions in taxi rank	The town council has submitted the required traffic regulation order

(k) Barn Down Close, Winterbourne Gunner – request to improve visibility splays	Update to be confirmed
(l) Berwick St James – speeding concerns	The transport engineer met with Parish Councillors in March and the transport group will be asked to consider preliminary design proposals to improve speeding matters at the next meeting
(m) Durnford Parish Council – speeding concerns	The c roads where speeding is a concern, will be considered by the transport group alongside other c roads, when assessing the two priority roads for review in 2013/14
(n) Lanfear Close, Amesbury – request for dropped kerbs	Update to be confirmed
(o) Bulford Primary School – school run improvements – potential extension of zig zags	Update to be confirmed
(p) Gomeldon Primary School – highway safety measures requested	A new metrocount survey has been requested, and the transport group will be asked to reconsider the possible options at the next meeting

WILTSHIRE COUNCIL

**AMESBURY AREA BOARD
30 MAY 2013**

COMMUNITY ASSET TRANSFER

Land at Southmill Hill, Amesbury

Executive Summary

This report deals with an application for the transfer of land at Southmill Hill, Amesbury to be transferred to Amesbury Town Council in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

The Area Board is asked to consider an application submitted by Amesbury Town Council for the transfer of land at Southmill Hill, Amesbury. The applicants' proposal is set out at Appendix 2.

Reasons For Proposal

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

Recommendation

To approve the transfer subject to the matters referred to in paragraph 9 of the report.

Karen Linaker
Amesbury Community Area Manager

WILTSHIRE COUNCIL

**AMESBURY AREA BOARD
30 MAY 2013**

COMMUNITY ASSET TRANSFER

Land at Southmill Hill, Amesbury

Purpose of Report

1. The Area Board is asked to consider an application submitted by Amesbury Town Council for the transfer of land at Southmill Hill, Amesbury (see plan attached at Appendix 1). The applicants' proposal is set out at Appendix 2.

Background

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

The application before the Area Board

6. The application from Amesbury Town Council is attached at Appendix 2 and relates to the transfer of land at Southmill Hill, Amesbury for the provision of allotments.
7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.

8. The Community Area Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service departments across the Council. Local consultation has been undertaken by the applicant in accordance with the application checklist and the outcome of the consultation is included within the application. Cllrs Noeken and Westmoreland, the local members, have been appraised.

The views of Council officers

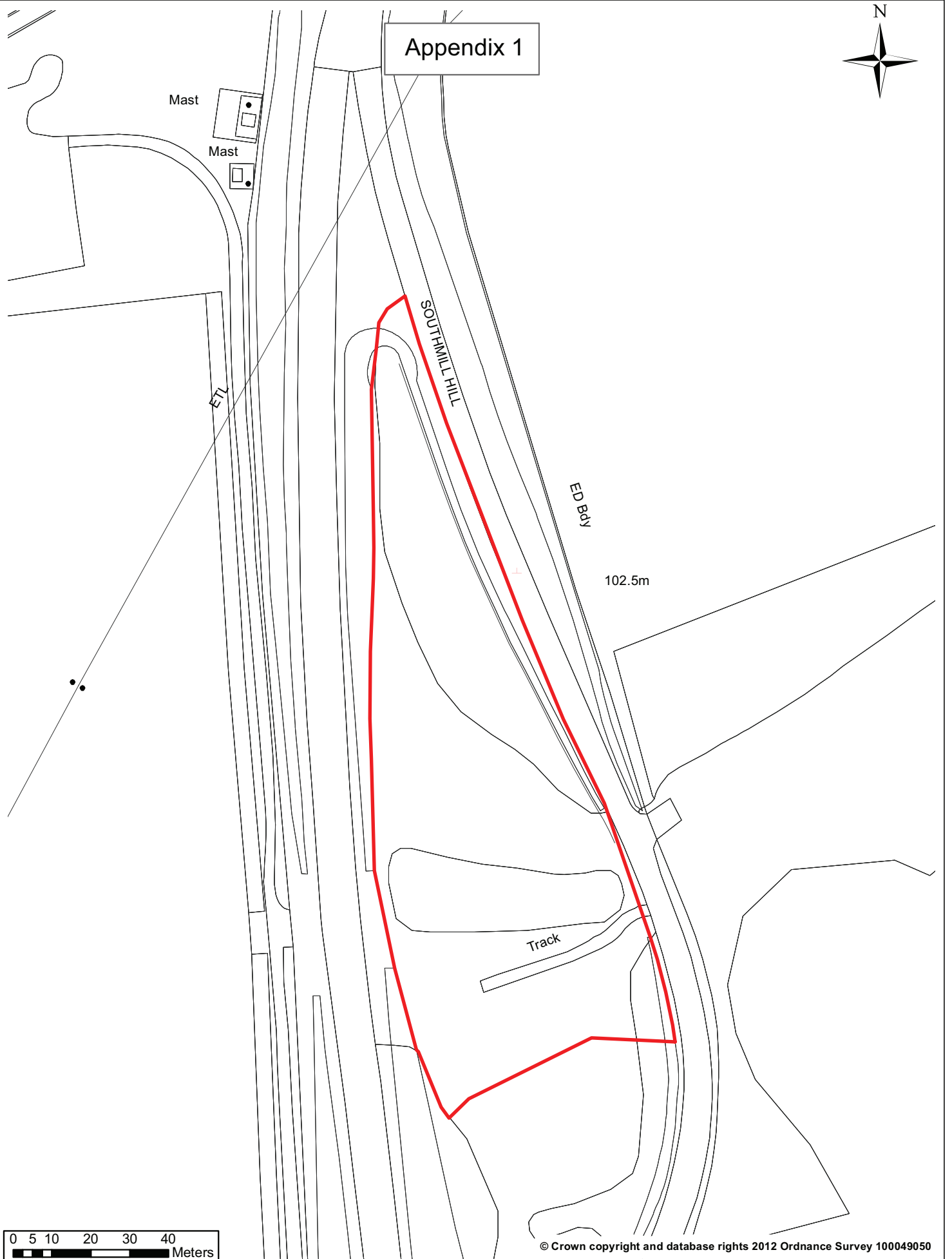
9. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) have provided the following observations to the Area Board.
 - 9.1 The land was acquired for a highway improvement scheme and is still within the adopted highway. Amesbury Town Council will be required to pay for a stopping up order to remove the land from the highway and enable it to be used for allotment purposes.
 - 9.2 As the land was acquired by compulsory purchase, Wiltshire Council was obliged to offer it at market value to the original owners. This has been done and the original owners have confirmed that they do not wish to buy the land. Therefore, the proposed transfer can proceed.
 - 9.3 Access to the site is via a lay-by on the A345 formed by the old line of the road. Parking will need to be managed so as to avoid conflict with general use of the lay-by.
 - 9.4 This part of Amesbury contains significant archaeology. Amesbury Town Council will need to ensure that the allotments are designed in such a way that any archaeology which may remain on the site is not disturbed.
 - 9.5 The land is to be transferred on the standard basis. This is that there will be a covenant restricting use of the land to community purposes. If the land should cease to be used for this purpose it will revert to Wiltshire Council.
 - 9.6 Financial implications are limited to the maintenance cost previously incurred by Wiltshire Council being transferred to Amesbury Town Council.

Recommendation

10. To approve the transfer.

Karen Linaker
Amesbury Community Area Manager

Appendix 1



Title:
Southmill Hill, Amesbury

Date: Aug 2012
 Scale: 1:1,250
 -



Form CAT01

Community asset transfer: application

Your details

Your Organisation	<i>Amesbury Town Council</i>
Contact name	<i>Wendy Bown</i>
Position held	<i>Town Clerk</i>
Address	<i>The Bowman Centre Shears Drive Amesbury</i>
Postcode	<i>SP4 7XT</i>
Telephone	<i>01980 622999</i>
Email	<i>amesburyclerk@btconnect.com</i>

Your proposal

(please complete Checklist CAT02 before filling in the following)

<p>Details of asset Please include exact location, address, postcode, size, boundaries, access points and a map if possible</p>	<p><i>The asset is a small piece of land toward the top of South Mill Hill Amesbury Grid Reference SU 158 404 it is bounded to the West by the A345 (Amesbury to Salisbury) and to the East by the old road, now little used, though the road surface is in good order. The total area of the land is approximately 3.9 acres, however giving regard to existing road side verges, the contours of the land and the need to provide for safe habitats for wild life, some 2.5 acres is considered viable for this project.</i></p> <p><i>We do not believe the land has a postcode but it is within the SP4 area.</i></p> <p><i>Access is via the old A345 or by foot across the old Red House farm land. This has been sold for development and preliminary plans indicate there will be pedestrian access to this area.</i></p> <p><i>A plan of the area is attached.</i></p>
<p>Summary of proposal Why do you want the asset and how will this benefit the local community?</p>	<p><i>To use the land for allotments which will be of benefit both current and future residents within the Parish boundary of Amesbury (there are plans for a further 1300 houses to be built on land close to this proposed site)</i></p>

<p>Community use Please explain how the asset will be used <i>(Please refer to questions 5-8 in the checklist - CAT02)</i></p>	<p><i>Amesbury Town Council has a shortage of land for allotments. There are currently 8 full size plots and 4 half size plots. This serves a population in excess of 10000. A considerable number of those residents have moved into the area in the last 15 years and live in the new housing estates of Butterfield Down, Boscombe Down, Harvard Way and Archers Gate. Houses on those estates whilst being of high standard usually have small gardens which are not suitable for fruit and vegetable growing. Nationally there is an ever increasing demand for Allotments and Amesbury is no different. The Town Council has a waiting list of 60 for Allotment plots and has had a considerable number of enquires for plots, some of whom are reluctant to put their name on the waiting list as no guarantee can be given that their wishes will ever be met due to the lack of land.</i></p>
<p>Suitability for purpose Please explain why this asset is suitable for the intended purpose <i>(Please refer to questions 5-8 in the checklist - CAT02)</i></p>	<p><i>This we understand formed part of Viney's Farm prior to a new road being built on South Mill Hill. Whilst the land is currently covered in scrub and indigenous species of shrubs, it has a good depth of soil which sustains the current vegetation. It is felt that it would support Fruit and Vegetable growing.</i></p> <p><i>The area can be safely accessed from the old A345 which runs to the east of the current road. There is plenty of parking along this stretch of the road and access by foot can also be made from the Harvard Way and Archers Gate estates.</i></p> <p><i>If the bid is successful the area would be fenced and the only access would be from the old road.</i></p> <p><i>The only utility required is water and it has been established that a main supply runs through the site.</i></p>
<p>Community support and consultation Please set out who you have consulted about your proposal and how you have addressed any concerns raised <i>(Please refer to questions 9-14 in the checklist - CAT02)</i></p>	<p><i>There are currently no nearby residents to this site. There is a proposal for future housing development at Kings Gate which will be near the site but due to the nature of the proposed use and its proximity to the proposed housing development it is not envisaged there will not be any concerns.</i></p> <p><i>Consultation has taken place with current residents of Amesbury and overwhelming support has been given for additional allotment space.</i></p>
<p>Legal issues Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset <i>(Please refer to questions 15-18 in the checklist - CAT02)</i></p>	<p><i>No known covenants exist on this piece of land.</i></p> <p><i>Planning permission is not required for the use proposed.</i></p> <p><i>Insurance will be incorporated into the Town Council's current insurance policy.</i></p> <p><i>Health and Safety implications have been assessed and it is considered that any risk is minimal.</i></p>
<p>Financial matters How will you fund running costs and maintenance? Are you willing to pay for the asset? <i>(Please refer to questions 19-23 in the checklist - CAT02)</i></p>	<p><i>Conversion costs will be met from reserves held by the Town Council.</i></p> <p><i>Capital maintenance costs will be met by the Town Council from funds generated by rental of the plots.</i></p> <p><i>Due to the proposed nature of this proposal it is envisaged that there will be</i></p>

	<p><i>few day to day running costs.</i></p> <p><i>Income will be raised by charging reasonable rents to the holders of plots</i></p> <p><i>The Town Council has sufficient contingency funds to cover any unforeseen costs attributable to the setting up and running of these allotments.</i></p> <p><i>Regarding payment for this land the Town Council believes that such a small irregular shaped piece of land, which has not been used for any purpose since 1972 has any commercial value. If any value other than a peppercorn amount were to be proposed it could possibly render the project as not being viable.</i></p>
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<p>Future management How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future? <i>(Please refer to questions 24-27 in the checklist - CAT02)</i></p>	<p><i>Management of the asset will be conducted by the Town Council with one Council member appointed.</i></p> <p><i>It is not envisaged that any form of Management Committee will be set up however lease holders will be able to raise any matters with the appointed Town Council member and the Town Clerk's office.</i></p> <p><i>There are no plans to employ anyone to manage the asset, day to day running will be carried out by the Town Clerk's office</i></p>
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I confirm that the details included in this application are correct

Signed: *Amesbury Town Clerk*

Name (please print): *Wendy Bown*

Date: *August 2012*

Report to	Amesbury Area Board
Date of Meeting	30 May 2013
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider officer recommendations in respect to:

1. Winterbourne Parish Council - award £5,000 towards the replacement and refurbishment of QEII village field, conditional on the balance of funding being in place.
2. Larkhill Choral Society – award £179.98 for the purchase of a new CCTV system.
3. Great Durnford Cricket Club – award £3,000 towards the cost of a new gang mower, conditional on the balance of funding being in place.
4. Langford Parish Hall – award £337.50 towards the cost of replacement windows, conditional on the balance of funding being in place.
5. Amesbury Town Council – award £5,000 towards works to river bank in Lords Walk, conditional on the balance of funding being in place.
6. Tilshead Village Hall Committee – award £3,073.50 towards the cost of village hall refurbishment works (new kitchen equipment and damp proofing the floors), conditional on the balance of funding being in place.
7. St Michael's Primary School – award £500 towards the Early Years Project (pending technical officer approval)
8. Sport, Culture & Leisure Community Planning Panel - £3,000 towards project and administrative support costs for the Sports Fest event (summer 2013).
9. Amesbury Community Area Planning Panels - £6,240 for administrative support costs (2 Sept 2013 – 31 Mar 2014).

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance 2013/2014](#).
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.4. The area board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work.
- 1.5. Amesbury of Area Board has been allocated a 2013/2014 budget of **£82,361** for community area grants, digital literacy grants, community partnership core funding, area board operational funding and area board/councillor led initiatives. In 2013/14 only capital funding is available for community area and digital literacy grants.
- 1.6. In addition to CAGs and digital literacy grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7. In support of the Olympic and Paralympic legacy, in 2013/14 the Amesbury Area Board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.8. Applications of up to and including £500 can be made for a Community Area Grant, which will not require matched funding. Amounts of £501 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.
- 1.9. New for 2013/14 is a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. The

application process and funding criteria can be found [here](#).

- 1.10. Area boards will not consider CAG applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.11. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire councillors on the area board.
- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.13. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to their area board [blogsite](#). Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

Background documents used in the preparation of this report	<p><u>Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</u></p> <p><u>Amesbury Area's Community Plan Priorities</u></p> <p><u>Amesbury Area Joint Strategic Assessment.</u></p>
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2. Main Considerations

- 2.1. Amesbury Area Board has been allocated a 2013/2014 budget of **£82,361** that may be allocated through Community Area Grants, Digital Literacy Grants, Area Board/Councillor Led Initiatives and funding support for community planning activities.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.3. Councillors will need to be satisfied that grants awarded in 2013/2014 are made to projects that can realistically proceed within a year of the award being made.

2.4. There are now 6 funding rounds remaining during 2013/14. Deadlines for receipt of funding applications are as follows:

- 18 April 2013 for consideration on 30 May 2013
- 6 June 2013 for consideration on 18 July 2013
- 8 August 2013 for consideration on 19 September 2013
- 10 October 2013 for consideration on 21 November 2013
- 19 December 2013 for consideration on 30 January 2014
- 13 February 2014 for consideration on 27 March 2014

3. Environmental & Community Implications

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

4. Financial Implications

4.1. Awards must fall within the Area Boards budget allocated to the Amesbury Area Board.

4.2. If grants are awarded in accordance with officer recommendations Amesbury area board will have a balance of **£56,030.02**.

5. Legal Implications

5.1. There are no specific legal implications related to this report.

6. HR Implications

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

7. Equality and Inclusion Implications

7.1. Community Area Grants and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

7.2. Implications relating to individual grant applications will be outlined in section 8, "Officer Recommendations" of the funding report.

8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1.	Winterbourne Parish Council	QEII Field replace and refurbishment of play equipment	£10,000

- 8.1.1. Officers recommend that Winterbourne Parish Council is awarded £5,000 towards the costs of replacing and refurbishing play equipment in the village QEII playing field, conditional on the balance of funding being in place.
- 8.1.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.
- 8.1.3. As a designated QEII Field in Trust, this will be Winterbourne's lasting legacy from the 2012 Jubilee / Olympic celebrations. The project seeks to enhance local facilities for the benefit of a range of community priorities, including children and young people, health and wellbeing, inclusion, diversity and community spirit.

Ref	Applicant	Project proposal	Funding requested
8.2.	Larkhill Choral Society	Purchase of new CCTV System for Concerts	£179.98

- 8.2.1. Officers recommend that Larkhill Choral Society is awarded £179.98 for the purchase of a new CCTV System.
- 8.2.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.
- 8.2.3. Larkhill Choral Society's concerts are held in local churches where the organist is usually out of sight of the conductor, and a new CCTV System would allow an unobstructed view of the conductor, improving the standard of concerts.
- 8.2.4. One of the Amesbury Community Area priorities' relates to arts, culture and leisure, and this is a small community group, which Area Boards are encouraged to support through the community area grants scheme.

Ref	Applicant	Project proposal	Funding requested
8.3.	Langford Parish Hall Committee	Replacement of windows	£337.50

8.3.1. Officers recommend that Langford Parish Hall Committee is awarded £337.50 towards the cost of replacing 4 windows with new units to assist with energy costs and to prevent problems with condensation and resulting mould damage.

8.3.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.

8.3.3. The hall is used by a variety of community groups, including a youth group, art class, sports groups, village events and private hire events.

8.3.4. The total cost of the project is £675 and the parish hall committee is contributing 50% of the costs from its reserves.

Ref	Applicant	Project proposal	Funding requested
8.4.	Great Durnford Cricket Club (GDCC)	Purchase of a new gang mower	£3,000

8.4.1. Officers recommend that Great Durnford Cricket Club is awarded £3,000 towards the cost of purchasing a new gang mower.

8.4.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.

8.4.3. GDCC is a long established cricket club (founded 1884) with teams entered in local Wednesday and Saturday leagues. The club's needs are normally self-financed, but it now needs to replace a significant capital item, which will cost £6,000.

8.4.4. The club will contribute £2,000 from its reserves and is seeking £1,000 from other donations.

Ref	Applicant	Project proposal	Funding requested
8.5.	Amesbury Town Council	To secure and reinforce the riverbank in Lords Walk	£5,000

- 8.5.1. Officers recommend that Amesbury Town Council is awarded £5,000 towards the cost of securing the river bank in Lords Walk.
- 8.5.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.
- 8.5.3. Subsequent to the 2013/14 Amesbury Town Council budget being set in January this year, the council learnt that works required to secure the river bank in Lords Walk were more urgent and extensive than anticipated. This is a public circular walk, which is at risk of becoming impassable without urgent works to four affected areas.
- 8.5.4. The town council has been advised by its grounds maintenance contractor that timber posts, backfilling, the laying of a pipe to allow water to the stream and the reinstatement of the whole path is required.
- 8.5.5. The project will benefit all members of the community, with Lords Walk being used by local people, and visitors to the town. It is one of the few green areas in Amesbury where people can take a leisurely walk, exercise their dog and take general exercise. The area is a popular one for fishermen too, and is used by The Rotary for the annual duck race.
- 8.5.6. There is a Lords Walk Interest Group which continues to assist the town in ensuring the proper upkeep and further improvement to this area.

Ref	Applicant	Project proposal	Funding requested
8.6.	Tilshead Village Hall Committee	Village Hall Refurbishment Works (new kitchen equipment and floor damp proofing)	£3,073.50

- 8.6.1. Officers recommend that Tilshead Village Hall Committee is awarded £3,073.50 towards the cost of the hall's refurbishment programme. The programme is in 4 phases, and works should be

complete by September 2013. The Area Board awarded £3,500 to this programme in 2012/13 for phase 1 (new gutters, windows, fascias and drainpipes. This application is specifically to assist with the costs of new kitchen equipment and damp proofing the floors.

- 8.6.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council finance department.
- 8.6.3. The total cost of this programme of works is nearly £24,000, and the committee is also applying to the Landfill Communities Fund (LCF) and Awards for All. A requirement of the LCF is a 3rd party contribution of 11.11% of the total amount requested, and the Area Board is being asked to act as the third party. Confirmation has been received that this is a feasible request.
- 8.6.4. This village hall is prone to flooding, and the programme of works is necessary to renew and protect the hall for future use. The new hall will be of benefit to the whole community.

Ref	Applicant	Project proposal	Funding requested
8.7.	St Michael's Primary School, Figheldean	Early Years Project	£500

- 8.7.1. Officers recommend that St Michael's Primary School is awarded £500 for the purchase of materials and equipment to enhance the learning and educational experience of pupils in the reception class. The school would like to improve its appeal to this age, and believe that a new sand table, outdoor clipboards, balancing steps and cd books will go some way to assisting with this.
- 8.7.2. At the time of going to print, confirmation has yet to be received that this application is seeking funding for capital purposes, councillors will be updated on the 30th May 2013.

Appendices	Appendix 1 Grant Application – Winterbourne Parish Council Appendix 2 Grant Application – Larkhill Choral Society Appendix 3 Grant Application- Langford Parish Hall Appendix 4 Grant Application – Great Durnford Cricket Club Appendix 5 Grant Application – Amesbury Town Council Appendix 6 Grant Application – Tilshead Village Hall Appendix 7 – St Michael's Primary School, Figheldean
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

Report Author	Karen Linaker, Community Area Manager Tel: 01722 434697 Mobile: 07917 751728 E-mail: karen.linaker@wiltshire.gov.uk
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Amesbury Area Board
30 May 2013

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.

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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.

WILTSHIRE COUNCIL OUTSIDE BODIES

Outside Body Title (A to Z)	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Previous Rep	Comments
Amesbury CATG	Area Board - Amesbury	The CATG needs to obtain the views of local councillors on highways priorities within their area.	To consider priorities for highways projects in the community area and to make recommendations to the Area Board.	Every 8 weeks in the community area	Yes but the group is only able to make recommendations to the Area Board.	At least one member of the Area Board and consisting of up to 10 people from the Town and Parish Council and Community representatives	Cllr Mike Hewitt (representing parishes in his divisions) Cllr Graham Wright ((representing parishes in his divisions) Cllr Ian West (representing parishes in his divisions) Cllr John Smale (representing parishes in his divisions) Janet Tidd (representing Idmiston, Porton and Gomeldon) Mike Brunton (representing Allington & Boscombe and the Bourne Valley Alliance) Carole Slater (representing Shrewton The supporting officers are Karen, Andy Cole (Highways Engineer) (Andy has replaced Graham Axtell), Tom Gardner (Transport Engineer) (but will be leaving soon!), Spencer Drinkwater	
Amesbury Youth Advisory Group (YAG)	Area Board - Amesbury	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	Up to 2	Cllr John Smale & Cllr Graham Wright	
Stonehenge World Heritage Site Steering Group	Area Board - Amesbury	To provide Area Board and local representation on the group	TBC	3 times per year	No	1	TBC Cllr Ian West / Cllr Fred Westmoreland	
Tenants Panel	Area Board - Amesbury	So tenants Panel can inform board and be informed of issues in the area concerning council tenants	To promote & Represent the interest of all Council Tenants	Every 6 Weeks	Yes	1	Cllr Mike Hewitt	Reps chosen from the 4 area boards Amesbury Salisbury South West South Wilts They will all sit on the same Tenants Panel but represent the different area boards.

Appointments to Working Groups Amesbury Area Board

Community Area Transport Group:

Voting members:

Cllr Mike Hewitt (representing parishes in his divisions)
 Cllr Graham Wright (representing parishes in his divisions)
 Cllr Ian West (representing parishes in his divisions)
 Cllr John Smale (representing parishes in his divisions)
 Janet Tidd (representing Idmiston, Porton and Gomeldon)
 Mike Brunton (representing Allington & Boscombe and the Bourne Valley Alliance)
 Carole Slater (representing Shrewton)

Supporting officers:

Karen Linaker
 Andy Cole (Highways Engineer)
 Tom Gardner (Transport Engineer)
 Spencer Drinkwater

Shadow Community Operations Board (COB):

SECTOR	APPOINTED MEMBER	AGREED DEPUTY
Wiltshire Council Officer x1	Rachel Goff	
Area Board Representative x1	Cllr Fred Westmorland	Cllr Graham Wright
Town/Parish Council x1	Cllr Andrew Rhind-Tutt	
Education and Young People x2	Claire Broom David Edwards	
Wider Community x1	TBC	
User and Community Groups x2	Janet Tidd David Widginton Alex Southey	

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.

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

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

2 Campus Management Principles

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

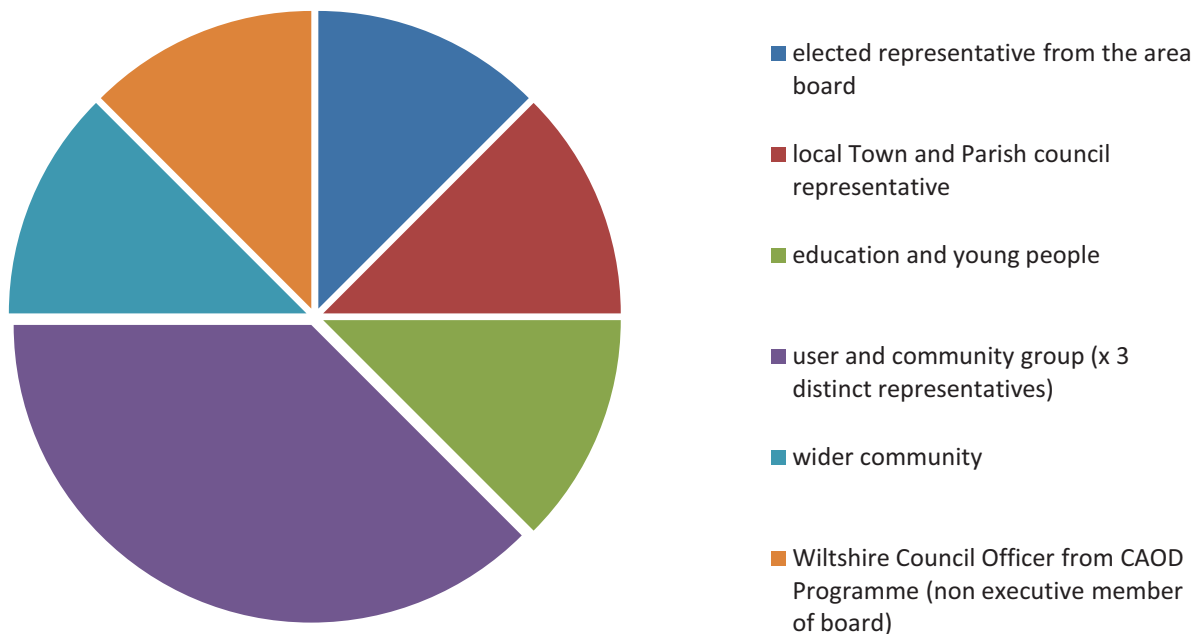
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive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

Version3 – 5/4/11

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

3 Membership

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



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

4 Roles and responsibility

4.1 Community leadership & engagement

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

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

4.2 Responsibility for outcomes

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

4.3 Project coordination and reporting

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

4.4 The role of Wiltshire Council

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

5 Outcomes

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

6 Confidentiality

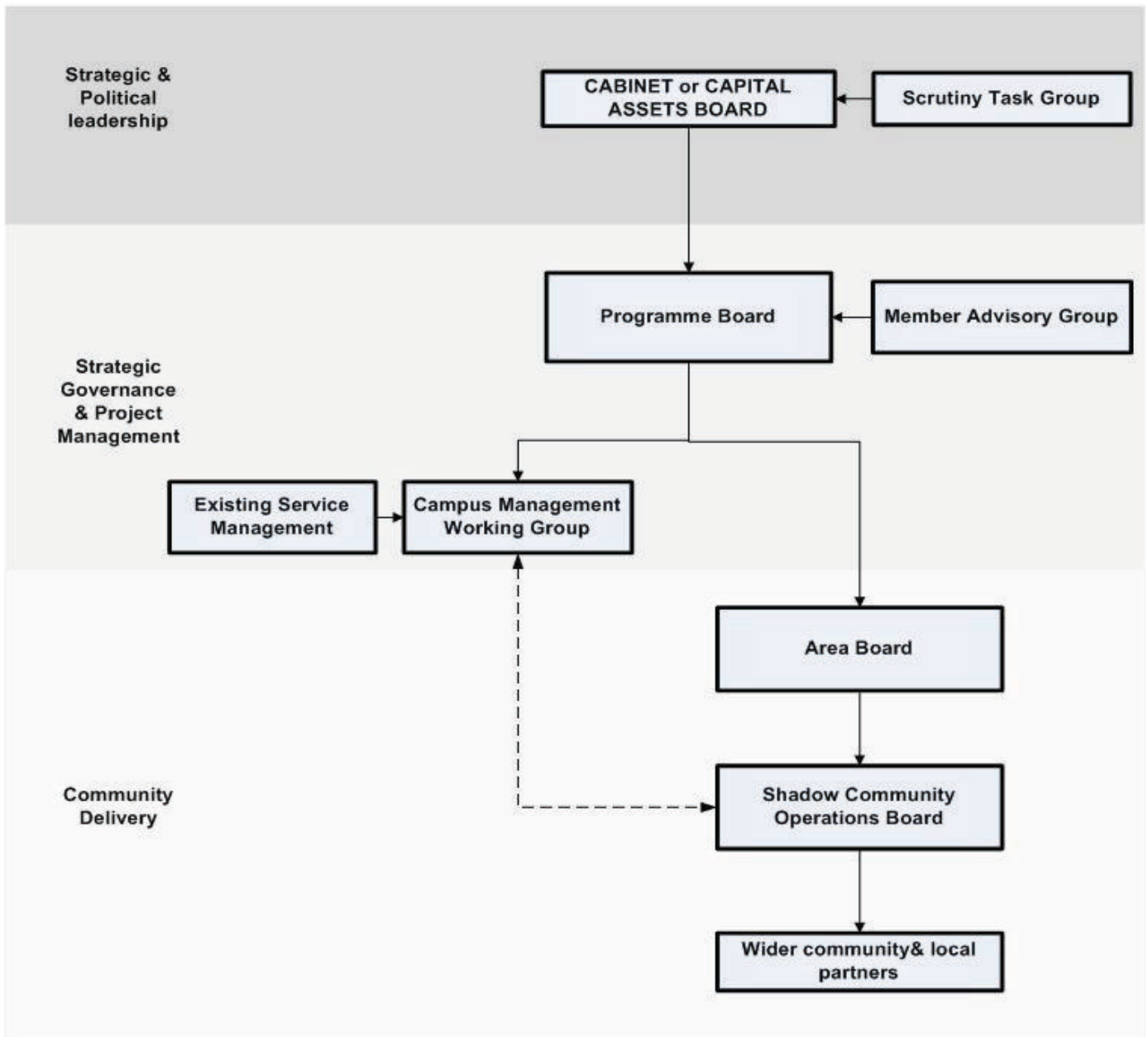
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or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

7 Governance Arrangements

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

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

Preliminary Management Project Governance Arrangements



AMESBURY AREA BOARD

Items from the Central Forward Work Plan

Please note: this is a working document which is subject to change due to availability of relevant Officers/Partners and relevant time scales.

Date	Cabinet Member	Location	Area Board Provisional Agenda Items <i>(excluding standard items including Partner Updates, Parish/Town Council Updates and Community Area Grants)</i> .
30 May 2013 6.00 pm	TBC	Winterbourne Glebe Hall, Winterbourne Earls, Salisbury SP4 8HA	<ul style="list-style-type: none"> • Election of Chair / Vice Chair • Appointments to Outside Bodies • Appointments to Working Groups • Local Highways and Streetscene Service • South Mill Hill Community Asset transfer
27 June 2013 6.00 pm		TBC	Informal meeting with Town and Parish Councils
18 July 2013 6.00 pm	TBC	Figheldean Village Hall, Pollen Lane, Figheldean SP4 8HD	<ul style="list-style-type: none"> • TBC
19 Sept 2013 6.00 pm	TBC	Shrewton Recreation Hall, Recreation Ground, Mill Lane, Shrewton SP3 4JY	<ul style="list-style-type: none"> • TBC

Community Area Manager: Karen Linaker (karen.linaker@wiltshire.gov.uk)
 Democratic Services Officer: Kirsty Butcher (kirsty.butcher@wiltshire.gov.uk)
 Service Director: Mark Smith (mark.smith@wiltshire.gov.uk)

Updated: 20 May 2013

