

## AGENDA

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Cricklade Town Hall, High St, Cricklade SN6 6AE  
**Date:** Wednesday 22 May 2013  
**Time:** 6.30 pm

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Including the Parishes of Braydon, Broad Town, Clyffe Pypard, Cricklade, Latton, Lydiard Millicent, Lydiard Tregoz, Lyneham & Bradenstoke, Marston Meysey, Purton, Tockenham and Royal Wootton Bassett.

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

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

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

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Please direct any enquiries on this agenda to:

Alexa Smith (Democratic Services Officer) on 01249 706610 or [alexa.smith@wiltshire.gov.uk](mailto:alexa.smith@wiltshire.gov.uk) or Penny Bell (Community Area Manager – Royal Wootton Bassett and Cricklade Area) on 01249 706613 or [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk).

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

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

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### Wiltshire Councillors

Allison Bucknell	Lyneham
Bob Jones	Cricklade & Latton
Chris Hurst	Royal Wootton Bassett South
Mollie Groom	Royal Wootton Bassett East
Jacqui Lay	Purton
Mary Champion	Royal Wootton Bassett North

<b>Items to be considered</b>	<b>Time</b>
<p>1     <b>Election of Chairman</b></p> <p>To elect a Chairman of the Area Board for the forthcoming year.</p>	<b>6.30 pm</b>
<p>2     <b>Election of Vice Chairman</b></p> <p>To elect a Vice Chairman of the Area Board for the forthcoming year.</p>	
<p>3     <b>Chairman's Welcome and Introductions</b></p>	<b>6.35pm</b>
<p>4     <b>Apologies for Absence</b></p>	<b>6.45pm</b>
<p>5     <b>Minutes</b> (<i>Pages 1 - 18</i>)</p> <p>To approve the minutes of the meetings held on 23 January 2013 and 27 February 2013.</p>	
<p>6     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>7     <b>Wiltshire - The Wider Picture</b> (<i>Pages 19 - 24</i>)</p> <p>News and information on what's going on in your local community and across the county:</p> <ul style="list-style-type: none"> <li>i.    Wiltshire Local Transport Plan 2011-2026: Further Consultation (attached)</li> <li>ii.   Royal Wootton Bassett and Cricklade Towns and Villages Trail Leaflet (attached)</li> <li>iii.   Revised Multi-Agency Thresholds for Safeguarding Children (attached).</li> </ul>	<b>6.50pm</b>
<p>8     <b>Local Highways and Streetscene Service</b></p> <p>To introduce the local community co-ordinator for the Local Highways and Streetscene Service, Matt Perrott.</p>	<b>6.55pm</b>
<p>9     <b>Area Board Funding 2013/14</b> (<i>Pages 25 - 32</i>)</p> <ul style="list-style-type: none"> <li>i.    To receive information on the Area Board's funding schemes for 2013/14 and how you can apply. Presentation by Penny Bell, Community Area Manager.</li> <li>ii.   To consider applications for funding made to the Area</li> </ul>	<b>7.00pm</b>

Board's Community Area Grant Scheme:

Royal Wootton Bassett Rugby Club – seeking £4,750 towards the creation of a footpath around the sports ground, conditional on the balance of funding being in place.

To ask councillors to consider the following amendment to the Community Area Grant that was awarded to Purton Institute and Village Hall Charity at the meeting on 27 February 2013:

Purton Institute and Village Hall Charity – to approve that the funding previously awarded be used for the replacement of one window and the repair of three windows, instead of the original proposal to replace all four windows, conditional on the difference in funding being returned to Wiltshire Council.

10 **Appointments to Outside Bodies and Working Groups** (Pages 33 - 48) **7.20pm**

To confirm membership of Outside Bodies and Working Groups and to confirm Terms of Reference for Working Groups.

11 **Spotlight on Parishes and Partners** (Pages 49 - 58) **7.25pm**

To receive updates from our key partners, including:

- i. Parish and Town Councils – to include an elections round-up
- ii. Wiltshire Police
- iii. Wiltshire Fire and Rescue Service (attached)
- iv. Military Civilian Integration Partnership (attached)
- v. Defence Technical Training
- vi. Health Services (attached)
- vii. Community Area Young People's Issues Group (CAYPIG)
- viii. Neighbourhood Planning Working Group
- ix. Community-Led Planning Steering Groups
- x. Chambers of Commerce/Business Associations
- xi. Community Groups
- xii. Housing Associations.

12 **Task Group Reports and Decisions** **7.50pm**

To consider reports from the following task groups and make any necessary decisions:

- i. Community Area Transport Group
- ii. Cricklade Shadow Community Operations Board
- iii. Royal Wootton Bassett Shadow Community Operations Board
- iv. Dog Fouling Task Group.

13 **Evaluation and Networking Opportunity**

**8.00pm**

People are invited to stay behind after the meeting to network.

**Future Meeting Dates**

Wednesday 24 July 2013

6.00pm

Lyneham Primary School

Wednesday 25 September 2013

6.00pm

St Bartholomew's School

Wednesday 27 November 2013

6.00pm

Cricklade Town Hall

# MINUTES

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Bradon Forest School, The Peak, Purton, SN5 4AT  
**Date:** 23 January 2013  
**Start Time:** 6.30 pm  
**Finish Time:** 8.47 pm

Please direct any enquiries on these minutes to:

Alexa Smith, direct line 01249 706610 or e-mail [alexa.smith@wiltshire.gov.uk](mailto:alexa.smith@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Peter Doyle (Chairman), Cllr Jacqui Lay, Cllr Allison Bucknell, Cllr Peter Colmer (Vice Chairman), Cllr Mollie Groom and Cllr Bill Roberts

### **Wiltshire Council Officers**

David Ashdown, Technical Support Officer  
Penny Bell, Community Area Manager  
Alexa Smith, Democratic Services Officer  
Laurie Bell, Service Director Communications

### **Town and Parish Councillors**

Cricklade Town Council – Mark Clarke, Terri Robertson and David Tetlow  
Royal Wootton Bassett Town Council – Johnathan Bourne, Mary Champion, Sue Doyle, Michael Leighfield and Steve Walls  
Latton Parish Council – Graham Blunden  
Lyneham and Bradenstoke Parish Council – Deborah Bourne, Ron Glover and John Webb  
Purton Parish Council – Ray Thomas

### **Partners**

AMEC – Angus Martin  
Cricklade Business Association – Bob Jones  
MOD – Stephen Harness  
Police and Crime Commissioner – Angus Macpherson  
Wiltshire Police – Inspector Mark Thomson  
Wiltshire Fire and Rescue Service – Mike Franklin

**Total in attendance: 51**



<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Royal Wootton Bassett &amp; Cricklade Area Board and the councillors and officers introduced themselves. The Chairman thanked everyone for coming out in the bad weather.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Mike Bell (Purton Parish Council), Ian Cambrook (Military Civilian Integration Partnership), Alistair Cunningham (Service Director), Diana Kirby (Tockenham Parish Council), Andrea Smith (Extended Schools Services), Jenny Stratton (Royal Wootton Bassett Town Council) and Ruth Szybiak (Cricklade Shadow Community Operations Board).</p>
3	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on 28 November 2012 were agreed a correct record and would be signed by the Chairman, with an amendment on item 13iv, to read 'Lack of rural bus services – Councillor Roberts reported that he had received a comment that a free bus service to ASDA in West Swindon would be useful'.</b></p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Delegated Authority Over the Pre-Elections Period</u></p> <p>The Chairman asked the councillors to consider a recommendation to delegate certain authority over the pre-elections period in order to facilitate the smooth and efficient running of Area Board business.</p> <p><b><u>Decision</u></b>  <b>That in respect of urgent matters that may arise from time to time between meetings of an Area Board, the Community Area Manager, in consultation with the unitary councillors on the Area Board, be granted delegated authority to make any necessary financial decisions. A report explaining the decision and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of the Area Board to ensure that such decisions are subject to public examination.</b></p>
6	<p><u>Wiltshire - The Wider Picture</u></p> <p>The Chairman provided information about the topics below, as in the agenda pack.</p>

	<ul style="list-style-type: none"> <li>i. Youth Service Update – including the formation of Youth Advisory Groups in each community area, led by young people.</li> <li>ii. Wiltshire Online: Connectivity and Provision – the Wiltshire Online Programme would bring availability of standard and superfast broadband to homes and businesses across the county.</li> <li>iii. Legacy for Wiltshire – a series of evening events were being held to focus on what could be done in 2013 to help communities come together and celebrate, as in 2012.</li> <li>iv. Joint Strategic Assessment for Health and Wellbeing 2012-13 – this document was now available and could be downloaded from the Wiltshire Intelligence Network website.</li> <li>v. Welfare Reform in Wiltshire – The Welfare Reform Act 2012 would bring about Government change to welfare intended to simplify the benefits system and encourage people to work. Those affected would be contacted and further information was available on the Wiltshire Council website.</li> <li>vi. Area Board Review 2009-2013 – a review of the achievements of the Area Board over the last four years was provided.</li> </ul>
7	<p><u>Spotlight on Parishes and Partners</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> <li>i. Wiltshire Police The written update was noted. Inspector Mark Thomson introduced himself and gave a short summary of his 18 years of policing experience.</li> <li>ii. Wiltshire Fire and Rescue Service The written update was noted. Mike Franklin highlighted there had been six fires in December, with most being accidental fires. The Partnership had 30,000 reflective armbands. These were mostly for young people, however 10,000 had been retained for walkers and dog owners to make them safer at night. If you would like a reflective armband, the fire station at Cricklade was open to the public between 7 and 9 pm on a Monday and Royal Wootton Bassett and Cricklade was open between 7.30 and 9.30 pm. Cold weather could affect smoke alarms, so please do check them. Please also check drains for blockages in this time of high flood risk and if there was an issue on a public space, contact Clarence on 0800 23 23 23.</li> <li>iii. Military Civilian Integration Partnership. The written update was noted. Please direct any questions through the Community Area Manager.</li> <li>iv. Defence Technical Training Please find the update provided as item 9.</li> </ul>



	<ul style="list-style-type: none"> <li>v. NHS Wiltshire The written updates were noted. There were no further updates.</li> <li>vi. Parish and Town Councils The Neighbourhood Plan area consultations were ongoing and co-operation between the parishes was encouraged. Councillor Colmer reported that Cricklade Town Council was losing their Town Clerk, Shelley Parker, and thanked Shelley for her tremendous contribution to the community area. This was endorsed by all councillors.</li> <li>vii. Neighbourhood Planning Working Group Ray Thomas reported that consultation was now available for the community.</li> <li>viii. Community-Led Planning Steering Groups (NEW-V) There were no further updates.</li> <li>ix. Chambers of Commerce/Business Associations Visit Wiltshire was starting work on an Area Board project, which they hoped to publish by Easter.</li> <li>x. Community Groups Royal Wootton Bassett Sports Association had exchanged contracts to relocate from its current site to a site by the Malmesbury Road and opposite the Ballards Ash sports ground. The aim was to build on site by the end of the year. The Association would continue to work with the Area Board and provide regular updates. The Chairman thanked Paul Harrison for all his efforts.</li> </ul>
8	<p><u>Task Group Reports and Decisions</u></p> <p>Updates were received as follows:</p> <ul style="list-style-type: none"> <li>i. <b>Cricklade Shadow Community Operations Board</b> The Shadow Community Operations Board had recommended to appoint Graham Blunden as a representative from the wider community. This was approved by Royal Wootton Bassett and Cricklade Area Board.</li> <li>ii. <b>Royal Wootton Bassett Shadow Community Operations Board</b> There was no further update.</li> <li>iii. <b>Dog Fouling Task Group</b> Councillor Lay reported the task group had met prior to Christmas and had come up with a number of ideas to improve the situation. Councillor Lay felt these ideas would be useful to circulate to Town and Parish Councils and to bring findings back to the Area Board. A toolkit had been produced to guide people through getting involved with the dog warden and this would be circulated as well.</li> </ul>

	<p><b>iv. Recommendations from the Community Area Transport Group (CATG)</b> Notes from the CATG meeting on Thursday 10 January 2013 were available at the meeting.</p> <p><b><u>Decision</u></b> <b>To allocate the sum of approximately £1,500 from the remaining CATG budget to introduce additional ‘SLOW’ markings including rumble strips on both approaches to Bremhill Bridge, Purton.</b></p> <p><b><u>Decision</u></b> <b>To allocate the remaining sum of approximately £1,300 from the CATG budget, plus up to £15,000 from the Area Board’s budget (subject to availability), to the development of a new footway at the C28, Lydiard Green.</b></p>
9	<p><u>The Future of Policing in Wiltshire</u></p> <p>Angus Macpherson, Wiltshire’s Police and Crime Commissioner, presented information about the future of policing in Wiltshire.</p> <p>This included:</p> <ul style="list-style-type: none"> <li>• The role of the Commissioner – this was a commissioning role to ensure a policing service fit for purpose in Wiltshire.</li> <li>• Angus had a budget of £100 million and five support staff.</li> <li>• He was at present writing a five year Police and Crime Plan to set the strategic direction of policing in Wiltshire and Swindon.</li> <li>• The plan was available for comment from 18 February until 10 March, with the intention to publish the plan on 28 March. You can read and give views on the plan via the Police and Crime Commissioner’s website – <a href="http://www.wiltshire-pcc.gov.uk">www.wiltshire-pcc.gov.uk</a>.</li> <li>• In short, the aim of the plan was for community-based policing, protecting the most vulnerable, putting victims and witnesses first, reducing reoffending, improving quality of life, customer service, ensuring a timely response and unlocking resources.</li> </ul> <p>The presentation was followed by a question and answer session, which covered the following main issues:</p> <ul style="list-style-type: none"> <li>• Visible policing on the streets and whether Angus would consider raising the precept – Angus had committed to not raise the precept this year, but this issue was part of the consultation process. The precept would not be raised without tangible outcomes.</li> <li>• Two workshops had been held for the voluntary and community sector in Wiltshire and Swindon – as places were limited, the workshops had been by invitation to voluntary and community groups, however there had been the opportunity to ask to be involved.</li> <li>• In the past year there had been a third of a cut in community policing with the</li> </ul>

	<p>withdrawal of the RAF from Lyneham – this would be taken into account in the plan.</p> <ul style="list-style-type: none"> <li>• The issue of speeding in the community area and 20 and 30 mph speeding limits – 20 mph limits were not enforced at the moment, but views on this could be input into the consultation on the plan.</li> <li>• The Police and Crime Panel – this was made up of councillors from Swindon and Wiltshire and two appointed independent members.</li> </ul>
10	<p><u>Lyneham Defence Technical Training</u></p> <p>Pre-application information was provided about the planning application to be submitted by the MOD for the delivery of Defence Technical Training at Lyneham. This included feedback on the website consultation, an update on development proposals and the master plan and next steps to be taken.</p> <p>The website consultation had been launched in November 2012 and received responses from over 100 people. 95% were in support of an ongoing military presence. The consultation had also identified issues to be addressed in the planning process, such as proposals for access and the impact of traffic.</p> <p>Images were shown of the existing site and of proposals for development in the future. Proposals encompassed a shift in the building footprint from 170,000 to 200,000 square metres, in the building floorspace from 200,000 square metres to having an additional 150,000 square metres, with a refurbishment and 20 % new build, and an increase in personnel from 3,000-4,000 to 5,500 in its end state.</p> <p>There would be a public exhibition of proposals on 12 and 13 March 2013, with the planning application to be submitted in May 2013.</p> <p>There was then a short opportunity for questions to be taken from the floor:</p> <ul style="list-style-type: none"> <li>• Certain areas of the site would not be used for tank exercises due to the ancient woodland and natural species present.</li> <li>• Lime trees and other memorial features would be taken into consideration in the application.</li> <li>• The intention was to complete the project in 2015 with the intention for trainees to be on site from then.</li> <li>• Facilities would be open to the public where possible.</li> <li>• Dialogue with Wiltshire Council officers was ongoing regarding minimising the impact of construction traffic.</li> </ul> <p>The Chairman gave his thanks for the item and asked the councillors to endorse the next steps of the project (completing technical assessments, the public exhibition and submission of the application). The presentation at the meeting was available to view via the following link:  <a href="http://www.wiltshire.gov.uk/council/areaboards/woottonbassetandcrickladearea/board.htm">http://www.wiltshire.gov.uk/council/areaboards/woottonbassetandcrickladearea/board.htm</a></p>

	<p><b><u>Decision</u></b>  <b>Royal Wootton Bassett and Cricklade Area Board would endorse and support the programme of work, as presented, for the Defence College of Technical Training.</b></p>
11	<p><u>Governance Arrangements for Primary School Provision linked to the Ridgeway Farm Development</u></p> <p>Information was provided about the process to decide on school governance arrangements and appointment of a governing body in advance of delivering a new primary school linked to the Ridgeway Farm development. A workshop was being held on 6 February at 6.30 pm at Purton Village Hall, please contact the Community Area Manager, Penny Bell, if you would like to attend the workshop, on 01249 706613 or <a href="mailto:penny.bell@wiltshire.gov.uk">penny.bell@wiltshire.gov.uk</a>.</p> <p>The Chairman explained that questions and comments would be taken on the process outlined, rather than the Ridgeway Farm development itself. Questions and comments covered the following main points:</p> <ul style="list-style-type: none"> <li>• There was a general move towards multi-academy trusts.</li> <li>• Comment was made that the majority of people in Purton would like a community school to open, funded by Wiltshire Council.</li> <li>• Consultation was taking place on the characteristics people would like to see in the provider.</li> <li>• The form of the multi-academy trust was very much down to proposals that were put forward.</li> <li>• A concern was the proximity of the site to Swindon and the number of children who may end up attending the school from outside the parish.</li> </ul>
12	<p><u>Get It Off Your Chest!</u></p> <p>The Chairman explained there was now a chance for members of the public to raise any outstanding issues with local councillors. A question was asked regarding the review of C class roads and it was confirmed that when a road was reviewed for a speed limit, the full length of the road was under consideration.</p>
13	<p><u>Community Asset Transfer</u></p> <p>The Chairman explained that a late report had been received regarding the Community Asset Transfer of land at Swindon Road, Royal Wootton Bassett. Hard copies of the report were available at the meeting. The Chairman asked the councillors to consider an application submitted by Royal Wootton Bassett Town Council for the transfer of land at Swindon Road.</p> <p><b><u>Decision</u></b>  <b>The Community Asset Transfer of land at Swindon Road, Royal Wootton Bassett, from Wiltshire Council to Royal Wootton Bassett Town Council was approved by the Royal Wootton Bassett and Cricklade Area Board.</b></p>

14

Evaluation and Close

The Chairman thanked everyone for attending the meeting. The next meeting of the Wootton Bassett & Cricklade Area Board would be held on Wednesday 27 February 2013 at 6.30 pm at Lyneham Primary School. This would be an extraordinary meeting for the consideration of funding applications received.



# MINUTES

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Lyneham Primary School  
**Date:** 27 February 2013  
**Start Time:** 6.30 pm  
**Finish Time:** 8.40 pm

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Please direct any enquiries on these minutes to:

Alexa Smith, direct line 01249 706610 or e-mail [alexa.smith@wiltshire.gov.uk](mailto:alexa.smith@wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Peter Doyle (Chairman), Cllr Jacqui Lay, Cllr Allison Bucknell, Cllr Peter Colmer (Vice Chairman), Cllr Mollie Groom and Cllr Bill Roberts

### **Wiltshire Council Officers**

Penny Bell, Community Area Manager  
Alexa Smith, Democratic Services Officer

### **Partners**

Cricklade Business Association – Bob Jones

**Total in attendance: 41**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Royal Wootton Bassett &amp; Cricklade Area Board and the councillors and officers introduced themselves in turn. The Chairman explained this was a special meeting to consider grant applications only. Each applicant would be given the opportunity to speak about their project and there would be the chance for any questions to be asked.</p>
2	<p><u>Apologies for absence</u></p> <p>Apologies for absence had been received from Laurie Bell (Service Director), Graham Blunden (Latton Parish Council) and David Tetlow (Cricklade Town Council).</p>
3	<p><u>Declarations of Interest</u></p> <p>Councillor Lay declared a non-pecuniary interest in agenda item 4x, the application from the 3M's Magical Memory Moments Memory Cafe, as a team member, and in agenda item 4xii, as she sat on the Purton Parish Plan steering group. Councillor Colmer declared a non-pecuniary interest in agenda item 4xv, as a member of Cricklade Shadow Community Operations Board.</p>
4	<p><u>Youth Funding 2012/13</u></p> <p>The Chairman then asked the councillors to consider the following applications seeking funding from the area board's 2012/13 Youth Budget (officers were not required to provide recommendations with respect to the youth funding applications as there were no set criteria and the members were to determine whether they felt each application demonstrated community benefit to local young peo):</p> <p><b><u>Decision</u></b>  <b>Lydiard Millicent Pre-School were awarded £1,021 for a multifunction activity/role-play structure.</b></p> <p><b><u>Decision</u></b>  <b>Purton Cricket Club were awarded £995 for a winter academy of eight weeks indoor coaching for the club's best young players from the Under 9 to Under 15 age groups.</b></p> <p><b><u>Decision</u></b>  <b>Royal Wootton Bassett &amp; District Sea Cadets were awarded £2,400 towards a week's voyage for 12 cadets aboard the TS Jack Petchey.</b></p> <p><b><u>Decision</u></b></p>



	<p><b>Lyneham Youth Club were awarded £250 for a 24 week cookery project.</b></p> <p><b><u>Decision</u></b>  <b>Purton &amp; Cricklade Youth Centre were awarded £500 for a 24 week cookery project.</b></p> <p><b><u>Decision</u></b>  <b>Purton Youth Centre were awarded £2,000 for the Renov8 project to repaint some large areas of Purton Youth Centre, on the basis that the young people from Cricklade Youth Centre were invited to take part in this project so that it became a joint project between the two Purton and Cricklade centres. Cricklade Youth Centre was invited to approach the area board in the 2013/14 funding year with an appropriate project proposal.</b></p> <p><b><u>Decision</u></b>  <b>All Saints Peoples Puppets were awarded £872 to expand the children’s and youth work by buying key equipment.</b></p> <p><b><u>Decision</u></b>  <b>Royal Wootton Bassett Academy, Gold Duke of Edinburgh students were awarded £300 towards a Gold award expedition to the Brecon Beacons for 20 students.</b></p> <p><b><u>Decision</u></b>  <b>Royal Wootton Bassett Carnival were awarded £2,580 for a children’s drumming project.</b></p>
5	<p><b><u>Area Board Funding</u></b></p> <p>The Chairman explained that before he started with the business of the meeting, there was a short announcement regarding the Armed Forces community covenant grant scheme. The grant scheme had been designed by the Ministry of Defence to fund initiatives and projects which supported local community covenants and successful applicants had demonstrated their projects would promote integration and mutual understanding between the civilian and the Armed Forces communities. Since the grant scheme had started, organisations in Wiltshire had successfully drawn down funding of almost half a million pounds, including Lyneham Primary School and Royal Wootton Bassett Academy. If you have any queries and would like some advice about a possible application, please contact the Communities and Voluntary Community Sector on <a href="mailto:vcs@wiltshire.gov.uk">vcs@wiltshire.gov.uk</a>.</p> <p>The following applications made to the Community Area Grants Scheme were then considered in turn:</p> <p><b><u>Decision</u></b>  <b>Wootton Bassett Sports Association were awarded £4,942 towards sports equipment for the new Gerard Buxton Sports Hub.</b></p>

**Reason**

*The application met the Community Area Grant criteria 2012/13 and would improve youth facilities.*

**Decision**

Jenner Hall Community Trust were awarded £5,000 towards the creation of an exit door for the North Hall.

**Reason**

*The application met the Community Area Grant criteria 2012/13 and Cricklade Jenner Hall was a thriving community facility widely used by a number of groups for social, learning and leisure-related events.*

**Decision**

The Cricklade Band were awarded £964 for an Apple MacBook Pro Laptop, additional memory and carrying case.

**Reason**

*The application met the Community Area Grant criteria 2012/13 and the band offered the local community a vibrant and lively music-making opportunity.*

**Decision**

Cricklade Rugby Football Club were awarded £5,000 towards the Rugby Club's shower and changing room project, subject to the balance of funding being in place.

**Reason**

*The application met the Community Area Grant criteria 2012/13 and current facilities at the club were limited which greatly restricted the growth of the club and the retention of members.*

**Decision**

Cricklade Business Association were awarded £1,640 towards 'Project Speakeasy' to purchase an integrated Public Address System for community use.

**Reason**

*The application met the Community Area Grant criteria 2012/13 and the system currently used was owned by the Scout Group and had become outdated and in poor condition.*

**Decision**

Purton Institute and Village Hall Charity were awarded £3,554 towards the replacement of four windows to the institute building.

**Reason**

***The application met the Community Area Grant criteria 2012/13 and Purton Institute was an historic, Grade 2 listed building that was also used by the local community.***

**Decision**

**Wootton Bassett Hockey Club were awarded £940 for a storage facility for junior/youth equipment.**

**Reason**

***The application met the Community Area Grant criteria 2012/13 and would improve youth facilities as there were currently no storage facilities on site at the All Weather Pitch at the Royal Wootton Bassett Academy.***

**Decision**

**Cricklade Heritage Trail Project were awarded £3,900 towards the design and installation of six historic interpretation boards, on condition that the area board would not provide any more funding for this project and the applicant would need to seek alternative funding sources to complete the final phases of the project.**

**Reason**

***The application met the Community Area Grant criteria 2012/13 and the interpretation boards would make the town an interesting place to visit, increase tourism and visitor numbers and increase the town's economic sustainability.***

**Decision**

**1st Purton and Lydiard Scout Group were awarded £398 for a projector for presentation improvements for the Scout Group.**

**Reason**

***The application met the Community Area Grant criteria 2012/13 and the Scout group had embarked on a large fundraising effort to renovate the scout hut.***

The Community Area Manager then explained that the councillors would then consider the following applications seeking funding from the 2012/13 Small Grants Scheme:

**Decision**

**3M's Magical Memory Moments Memory Cafe were awarded £179 for storage cupboards and entertainment.**

**Reason**

***The application met the Small Grant criteria 2012/13 and the cafe offered a welcoming place for people suffering with dementia and their carers.***

**Decision**

Latton Playgroup and Amenity Group were awarded £345 for playground repairs.

**Reason**

*The application met the Small Grant criteria 2012/13 and the playground was a central feature of the village and widely used by young families in the area.*

To ask councillors to consider the following applications for funding from the area board's 2012/13 budget:

**Decision**

Purton Parish Plan Steering Group were awarded £945 towards the printing of the final report and completion of the Purton Parish Plan.

**Reason**

*If the area board decided not to award the funding then the completion of the plan could be delayed whilst alternative sources of funding were sought.*

**Decision**

Latton Parish Plan Steering Group were awarded £500 towards the development of a community-led plan for Latton Parish.

**Reason**

*The funding would help to create a community-led plan for Latton parish.*

**Decision**

Legacy Fund – a proposal from Councillor Peter Doyle was agreed for the sum of £5,000 to be allocated for a Community Area Legacy Fund.

**Reason**

*The funding would help to continue the momentum that was created by our local communities throughout 2012.*

**Decision**

Cricklade Shadow Community Operations Board – a proposal from Councillor Peter Colmer for the sum of £500 to be allocated for the distribution of information leaflets to households.

**Reason**

*Communication with the local community was key to the work of the Shadow Community Operations Board.*

The area board were then notified that the sum of £20 had been incurred for the hiring of the Royal Wootton Bassett Civic Centre for a CATG meeting on Thursday 10 January 2013. This cost had been incurred under the financial authority delegated to the Community Area Manager.

	<p>Points raised in discussion of the funding included that Jenner Hall would be a large enough venue for area board meetings to be held in the future. The integrated Public Address System for Cricklade Business Association would be an asset for the community area and please get in touch with the Association if you would like to use. The Cricklade Heritage Trail Project would be featured in the Visit Wiltshire brochure. Please contact the Community Area Manager if you have any ideas regarding use of the Legacy Fund.</p> <p><b><u>Decision</u></b>  <b>The area board would create a register of equipment which was available in the community area to the public to borrow and use.</b></p> <p>The remaining issues of funding were discussed.</p> <p><b><u>Decision</u></b>  <b>The area board approved the transfer of £2,024 from the area board budget to the youth budget, in order to make up the shortfall from the youth budget.</b></p> <p><b><u>Decision</u></b>  <b>There was a remaining balance (after all grants were awarded) of £10,964, which would be allocated to the Lydiard Green Footway project, as recommended by the CATG and approved at the area board meeting in January.</b></p>
6	<p><b><u>Close</u></b></p> <p>The Chairman thanked everyone for attending the meeting and all his area board colleagues for their support and contributions this term. He gave special thanks to Councillor Roberts who would not be standing for the next election in May. The next meeting of the Wootton Bassett &amp; Cricklade Area Board would be held on Wednesday 22 May at 6.30 pm at Cricklade Town Hall.</p>



## Wiltshire Local Transport Plan 2011 – 2026: Further Consultation

This consultation provides the opportunity to make comments on a further four sub-documents of the Wiltshire Local Transport Plan 2011-2016 (LTP3):

- Accessibility Strategy
- Cycling Strategy
- Powered-Two Wheeler Strategy
- Smarter Choices Strategy

The Wiltshire LTP3 was adopted by the Council in February 2011 - LTPs are high level documents which aim to steer the delivery of national transport goals at the local level. The Wiltshire LTP3 is currently made up of a long-term strategy document, a shorter-term implementation plan (to be reviewed in 2013) and four sub-documents: Car Parking Strategy; Freight Strategy; Public Transport Strategy; and Road Safety Strategy (available from <http://www.wiltshire.gov.uk/council/howthecouncilworks/plansstrategiespolicies/transportpoliciesandstrategies/localtransportplan3.htm>).

### Making comments

Our preferred method of communication is for comments to be submitted on-line at <http://consult.wiltshire.gov.uk/portal>.

Alternatively, comments can be emailed to [transportplanning@wiltshire.gov.uk](mailto:transportplanning@wiltshire.gov.uk) or in writing to: Sustainable Transport Group, Wiltshire Council, County Hall, Trowbridge, Wiltshire BA14 8JD.

Paper copies of the documents will also be available from all libraries.

The consultation is open from **Friday 1st March to 24th May 2013**.





## Chairman's Announcements

<b>Subject:</b>	<b>Royal Wootton Bassett &amp; Cricklade Towns &amp; Villages Trail leaflet</b>
<b>Officer Contact Details:</b>	Penny Bell, Community Area Manager <a href="mailto:penny.bell@wiltshire.gov.uk">penny.bell@wiltshire.gov.uk</a> 01249 706613
<b>Weblink:</b>	<a href="http://www.visitwiltshire.co.uk/plan-your-visit/brochures-and-publications/download">http://www.visitwiltshire.co.uk/plan-your-visit/brochures-and-publications/download</a>
<b>Further details available:</b>	<ul style="list-style-type: none"><li>• Visit Wiltshire - 01722 323036</li><li>• Royal Wootton Bassett Chamber of Commerce - 01793 680262</li><li>• Cricklade Business Association - 01793750773</li></ul>

### Summary of announcement:

Visit Wiltshire, in partnership with Cricklade Business Association and Royal Wootton Bassett Chamber of Commerce, has published a new Towns & Villages Trail leaflet for the Royal Wootton Bassett & Cricklade community area to boost tourism and encourage visitors.

The Royal Wootton Bassett & Cricklade Area Board supported the production of the leaflet by awarding the project a grant of £5,000 in January 2012 from its Community Area Grants scheme.

The leaflet provides information on local accommodation, annual events and places of interest nearby, as well as a summary of attractions in each of the parishes and towns within the Royal Wootton Bassett & Cricklade community area.

The leaflet is available to download from the Visit Wiltshire website using the link above.

The leaflet is also being printed, and will shortly be available from Cricklade Business Association or Royal Wootton Bassett Chamber of Commerce.

The leaflet has been produced to promote tourism in the local area and enhance the visitor experience, so please take a look and spread the word.



## Chairman's Announcements

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

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

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

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

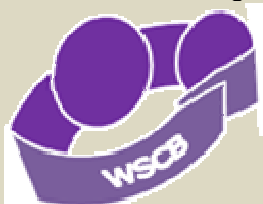
The revised document and practitioners' toolkit can be found at [www.wiltshirepathways.org](http://www.wiltshirepathways.org) and at [www.wiltshirelscb.org](http://www.wiltshirelscb.org). The Wiltshire Safeguarding Children Board is overseeing the dissemination and education of this new guidance and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

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

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

With regards,

Cliff Turner  
Chair – Wiltshire Safeguarding Children Board



**Wiltshire Safeguarding  
Children Board**



<b>Report to</b>	<b>Royal Wootton Bassett &amp; Cricklade Area Board</b>
<b>Date of Meeting</b>	<b>Wednesday 22 May 2013</b>
<b>Title of Report</b>	<b>Area Board Funding</b>

**Purpose of Report**

To ask councillors to consider officer recommendations in respect to the following applications for funding from the Community Area Grant Scheme 2013/14:

1. Royal Wootton Bassett Rugby Club – to award £4,750 towards the creation of a footpath around the sports ground, conditional on the balance of funding being in place.

To ask councillors to consider the following amendment to the Community Area Grant that was awarded to Purton Institute and Village Hall Charity at the meeting on 27 February 2013:

2. Purton Institute and Village Hall Charity – to approve that the funding previously awarded be used for the replacement of 1 window and the repair of 3 windows, instead of the original proposal to replace all 4 windows, conditional upon the difference in funding being returned to Wiltshire Council.

## 1. Background

- 1.1. Area Boards have authority to approve Community Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for 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 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. [Northern Community Area Plan 2005 - 2015](#)  
[Local Area Joint Strategic Assessment](#)
- 1.5. The Royal Wootton Bassett & Cricklade Area Board has been allocated a 2013/14 budget of **£74,180** for Community Area Grants, Digital Literacy grants, Community-Led Planning 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 Community Area Grants 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. The Cabinet has emphasised that it does 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 Royal Wootton Bassett & Cricklade 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 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 Community Area Grant 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 upload information and photographs about their project on to their [blogsite](#) Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

<b>Background documents used in the preparation of this report</b>	<a href="#">Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</a> <a href="#">Northern Community Area Plan 2005-2015</a> <a href="#">Royal Wootton Bassett &amp; Cricklade Joint Strategic Assessment</a>
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## 2. Main Considerations

- 2.1. The Royal Wootton Bassett & Cricklade Area Board has been allocated a 2013/14 budget of **£74,180** that may be allocated through Community Area Grants, Digital Literacy grants, Area Board/Councillor-Led Initiatives and Community-Led Planning funding.

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 2013/14 are made to projects that can realistically proceed within a year of the award being made.

2.4. There are now 5 funding rounds remaining during 2013/14. Deadlines for receipt of funding applications are as follows:

12 June 2013 to be considered at 24 July 2013 meeting

14 August 2013 to be considered at 25 September 2013 meeting

16 October 2013 to be considered at 27 November 2013 meeting

11 December 2013 to be considered at 22 January 2014 meeting

5 February 2014 to be considered at 19 March 2014 meeting.

2.5. On 6 July 2011 the Royal Wootton Bassett & Cricklade Area Board took the decision to delegate responsibility to the Community Area Manager, in consultation with the Chairman and Vice Chairman of the Area Board, to approve expenditure of up to £250 between meetings of the Area Board for the purpose of booking public meeting rooms for Area Board purposes. Any expenditure incurred under this delegation will be reported back to the Area Board at the next public meeting.

2.6. A budget of £5,000 was accrued from 2012/13 for the purpose of supporting projects that seek to ensure a Legacy of the 2012 Olympic and Paralympic Games and the Jubilee celebrations. This funding is being awarded under separate criteria and details are available [here](#).

2.7. The Royal Wootton Bassett & Cricklade Area Board has a separate Community Area Transport Group (CATG) budget for 2013/14. At the time of writing this budget is yet to be confirmed.

2.8. Funding awarded to date during 2013/14 totals £0.00. This leaves a balance of **£74,180**.

### **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 Royal Wootton Bassett & Cricklade Area Board.



4.2. If grants are awarded in accordance with officer recommendations, Royal Wootton Bassett & Cricklade Area Board will have a balance of **£69,430**.

## **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 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.	Royal Wootton Bassett Rugby Club	Footpath around sports ground	£4,750

8.1.1. Officers recommend that the Royal Wootton Bassett Rugby Club is awarded £4,750 towards the creation of a new footpath around the sports ground, 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's finance department.

8.1.3. This application demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure. The application also links to Wiltshire Council and Area Board priorities to create a Legacy of the 2012 Olympic and Paralympic Games.

8.1.4. The main aim of this project is to increase accessibility to the sporting pitches from the changing rooms and car park by creating a new footpath around the grounds. This will benefit everyone who uses the club, particularly the elderly, disabled and people with

pushchairs.

- 8.1.5. The Royal Wootton Bassett Rugby Club is an all-inclusive club that is committed to meeting the needs of everyone. This project will improve accessibility for spectators and players alike, and will also increase the number of people who are able to access the site comfortably.
- 8.1.6. The Club is currently exploring options for the provision of rugby coaching for disabled people. These plans are in the early stages but the Club is considering making an application to the Area Board's Legacy grant fund to support this work.
- 8.1.7. Wiltshire Council's Senior Sports Development Officer has given support for this project, particularly with encouragement for the Club to progress its plans to provide sporting opportunities for disabled people.
- 8.1.8. The necessary planning permissions for the footpath are in place.
- 8.1.9. Costs for the ongoing maintenance of the footpath would be met by the Club via fundraising, local support and reserves, as appropriate.
- 8.1.10. The Club is contributing to this project via its reserves, but its current financial position does not allow for the Club to make a significant contribution. A funding bid has been made to the Community Foundation for Wiltshire and Swindon and a decision is expected mid-May.
- 8.1.11. If the Area Board decides not to fund this project then the project would experience significant delays whilst other funding options are explored, which would result in a missed opportunity to get the works completed for this summer's season.

Ref	Applicant	Project proposal	Funding requested
8.2.	Purton Institute and Village Hall Charity	Amendment to grant awarded at previous Area Board meeting on 27 February 2013	£1,921 (already committed from 2012/13 budget)

- 8.2.1. Officers recommend that the requested amendment to the grant awarded to the Purton Institute and Village Hall Charity on 27 February 2013 is approved to allow the replacement of 1 window

and the repair of the remaining 3 windows to the hall.

- 8.2.2. The original grant application was approved for the replacement of all 4 windows to the building; however, since then, listed building consent has been refused on the grounds that there is no evidence of significant rot to the windows.
- 8.2.3. The replacement of the 1 window to the gent's toilet does not require listed building consent and so can proceed under the permission granted for the original application.
- 8.2.4. It is now proposed that the remaining 3 windows of the listed building will be repaired instead of replaced, and the Area Board's support for this is being sought.
- 8.2.5. The original grant awarded on 27 February 2013 for the replacement of all 4 windows was £3,554. The cost to replace the window to the gent's toilets is £1,076. The cost to carry out the proposed repairs to the remaining 3 listed windows is a maximum of £1,921. Therefore, if approved, this would result in the sum of £557 minimum, being returned to Wiltshire Council. Please note that the quote to repair the 3 windows includes some contingency to allow for the glass panes to break during the repair, which is a possibility due to the nature of the works. Should this not happen, then the amount returned to Wiltshire Council would be greater.
- 8.2.6. Please note that this funding was committed from the 2012/13 budget, so to approve these amendments would have no negative impact on the Area Board's 2013/14 budget.

<b>Appendices</b>	Appendix 1 – grant application details
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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.

<b>Report Author</b>	Penny Bell, Community Area Manager Tel: 01249 706613 Mobile: 07810 500368 E-mail: penny.bell@wiltshire.gov.uk
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Royal Wootton Bassett and Cricklade Area Board  
22 May 2013

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

**1. Purpose of the Report**

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

**2. Background**

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

**3. Main Considerations**

- 3.1. In 2010, all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of reference are set out at Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget to Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. Some Area Boards also established Shadow Community Operations Boards to discuss and facilitate the development of Campus proposals. Similarly, these Groups were established as part of the Council's corporate programme for Campuses, and so the Terms of Reference cannot be amended.
- 3.3. Some Area Boards have established other Working Groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

**4. Financial and Resource Implications**

- 4.1. None.

## **5. Legal Implications**

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

## **6. Environmental Impact of the Proposals**

- 6.1. None.

## **7. Equality and Diversity Implications**

- 7.1. None.

## **8. Delegation**

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

## **9. Recommendation**

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

### Report Author:

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Democratic Services Officer  
01249 706610  
alex.smith@wiltshire.gov.uk

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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**

<b>Outside Body Title ( A to Z )</b>	<b>Appointed By</b>	<b>Why Rep Needed</b>	<b>Organisation aims</b>	<b>Meeting schedule</b>	<b>Voting rights</b>	<b>Reps needed</b>
C&DCA (formerly Cricklade Leisure Centre)	Area Board - Royal Wootton Bassett & Cricklade	So council sees visibly how funds are used	To maintain leisure facilities at the centre in Cricklade	3-4 weekly	No	1
Community & RAF Fairford Liaison Group	Area Board - Royal Wootton Bassett & Cricklade	To keep councillors informed of developments at the base	Forum for liaison between various different groups and agencies	2 meetings per year	No	1
Neighbourhood Planning Forum	Area Board - Royal Wootton Bassett & Cricklade	-	-	-	-	1
Royal Wootton Bassett Youth Advisory Group (YAG)	Area Board - Royal Wootton Bassett & Cricklade	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	1
Purton and Cricklade Youth Advisory Group (YAG)	Area Board - Royal Wootton Bassett & Cricklade	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	1



## **Appointments to Working Groups** **Royal Wootton Bassett & Cricklade Area Board**

### Community Area Transport Group (CATG):

- Area Board councillors x 6
- Nominated Parish and Town Council reps x 13
- Adrian Hampton, Spencer Drinkwater, Steve Hind, Malcolm Beaven, Matt Perrott – Wiltshire Council Highways Team Officers (non-voting)
- Penny Bell, Community Area Manager (non-voting)

### Royal Wootton Bassett Shadow Community Operations Board (Shadow COB):

- Rachel Goff (Wiltshire Council Officer – Transformation)
- Area Board rep x 1
- Town/Parish Council rep x 1
- Education and Young People rep x 1
- Wider Community rep x 1
- User and Community Groups reps x 3

### Cricklade Shadow Community Operations Board:

- Rachel Goff (Wiltshire Council Officer - Transformation)
- Area Board rep x 1
- Town/Parish Council rep x 1
- Education and Young People rep x 1
- Wider Community rep x 1
- User and Community Groups reps x 3

### Dog Fouling Task Group

- Councillor Jacqui Lay – Area Board Rep and Task Group lead
- Town/Parish Council reps



## **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

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### 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:

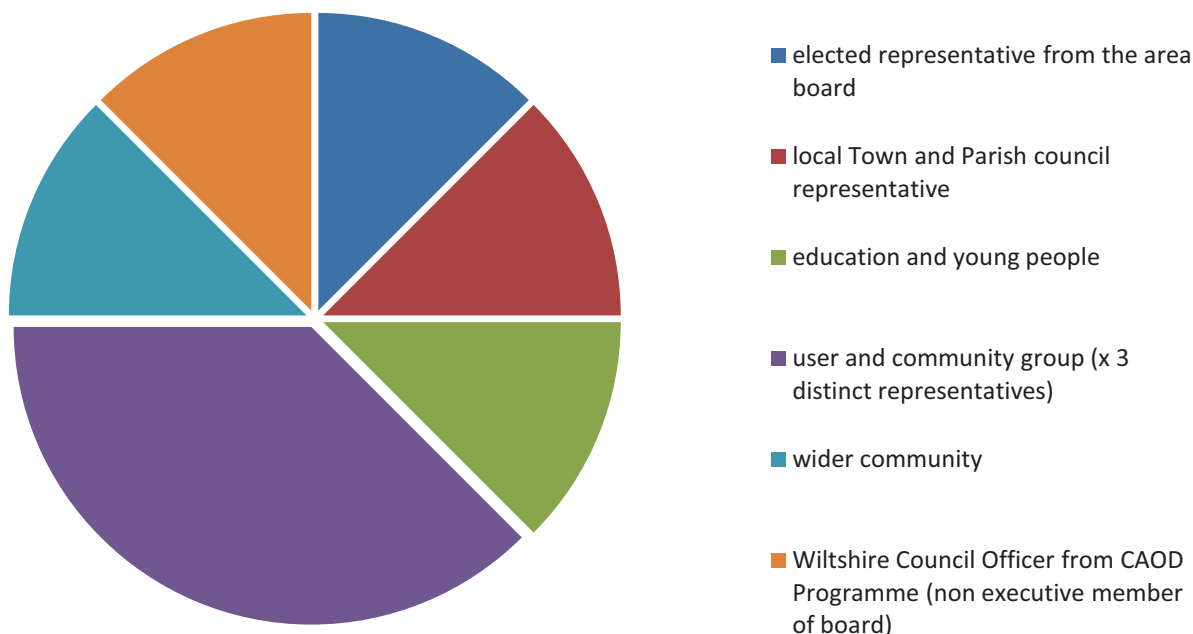
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive 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.

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- (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**

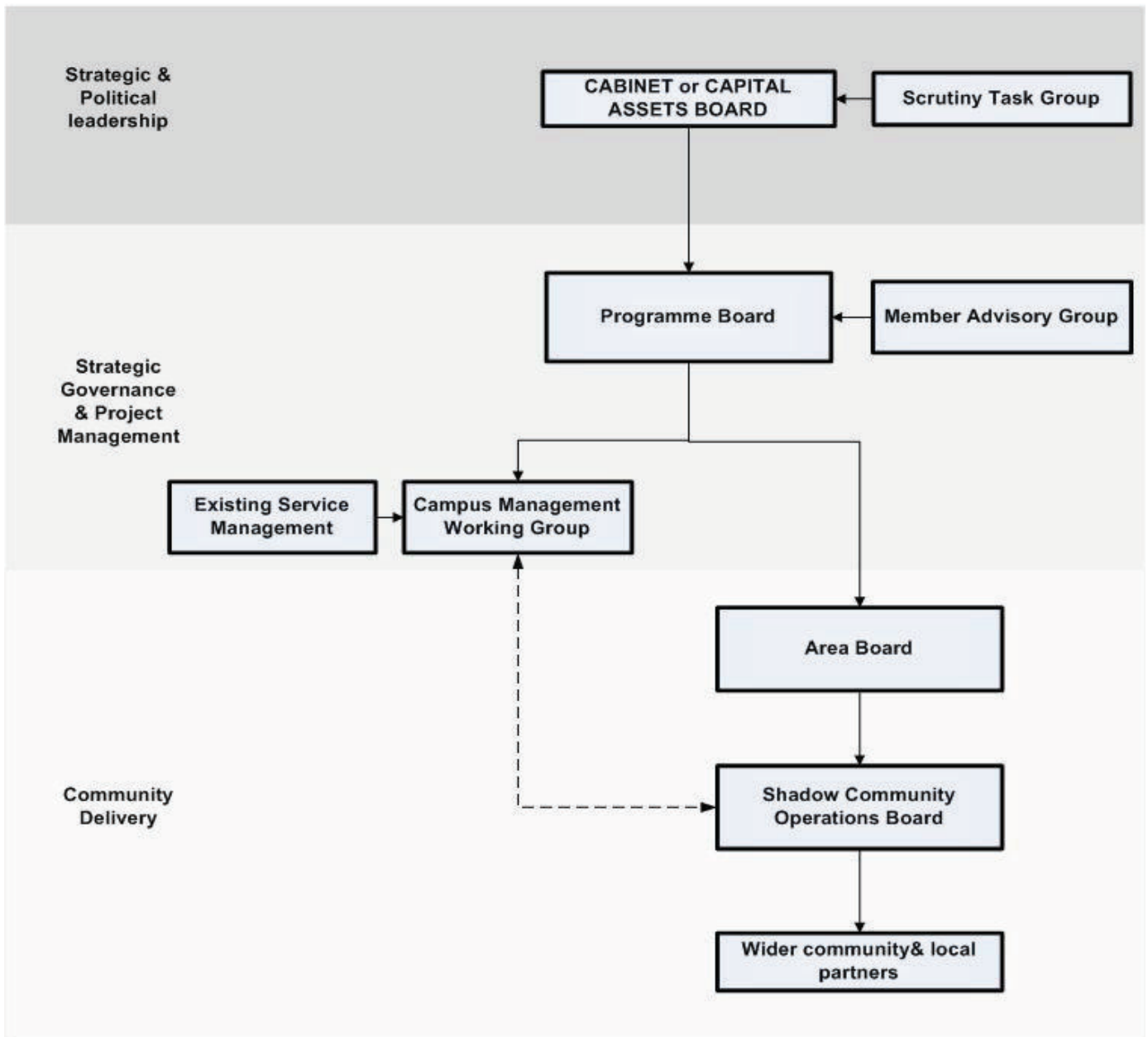
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or 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

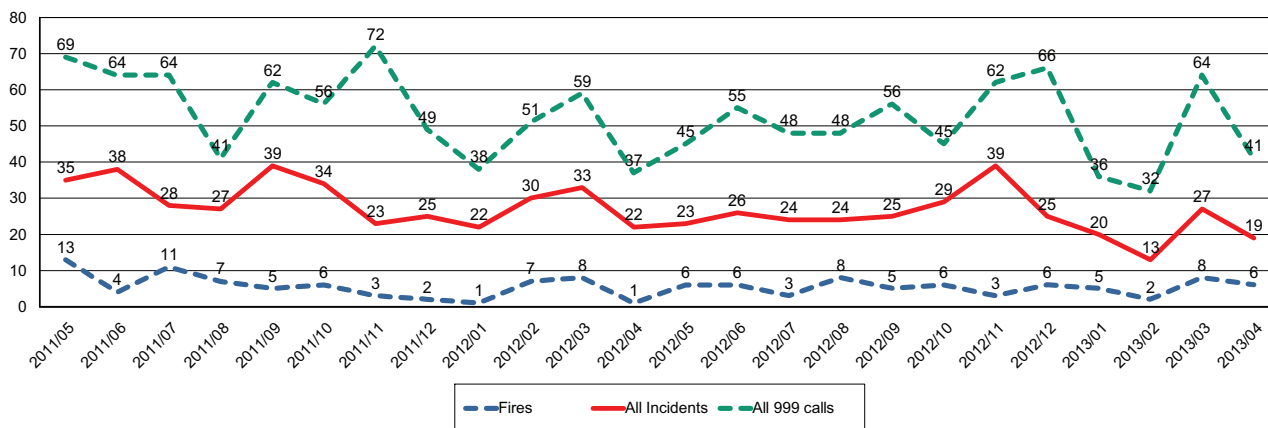




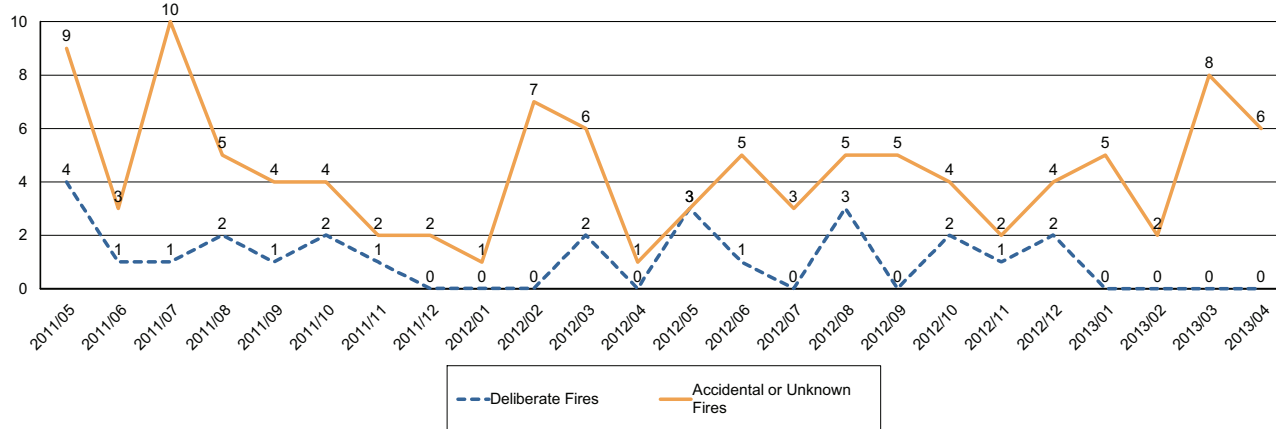
## Report for Wootton Bassett & Cricklade Area Board

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.

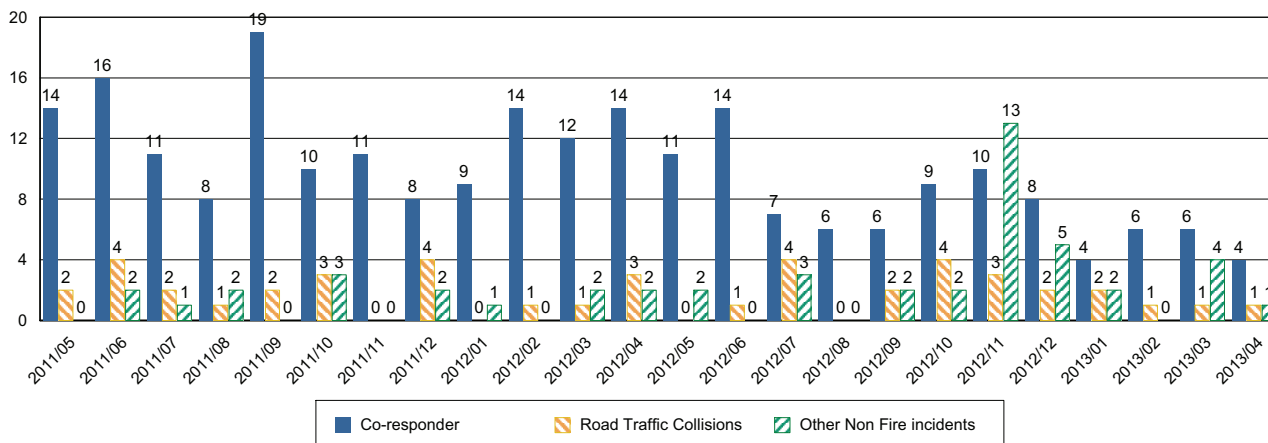
### Incidents and Calls



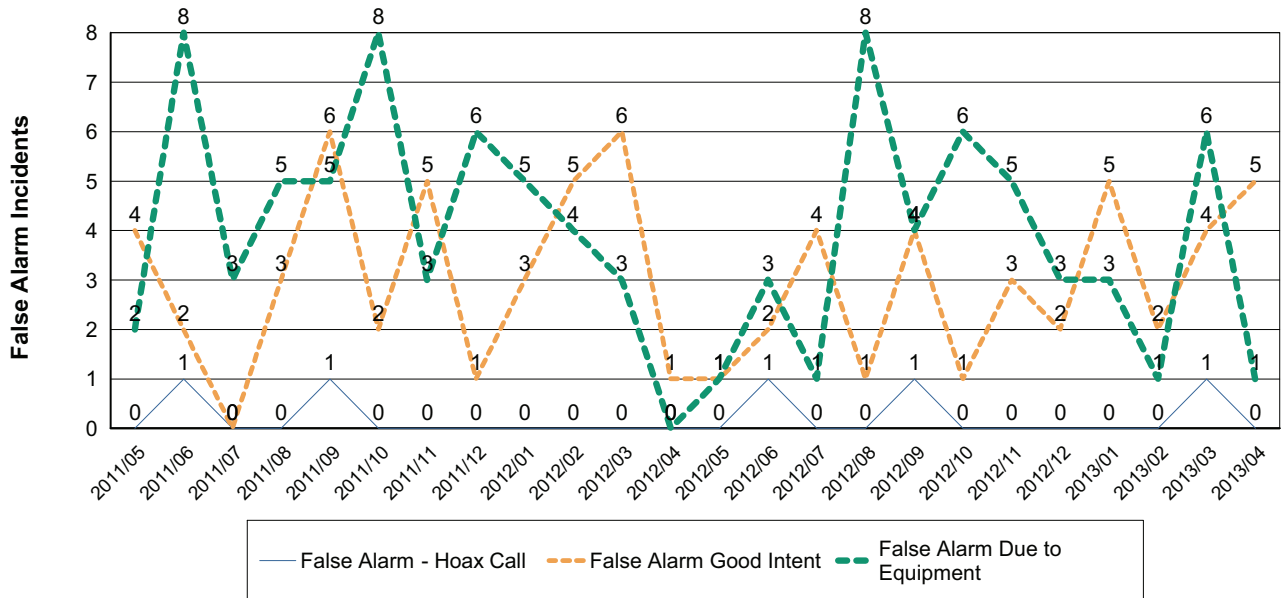
### Fires by Cause



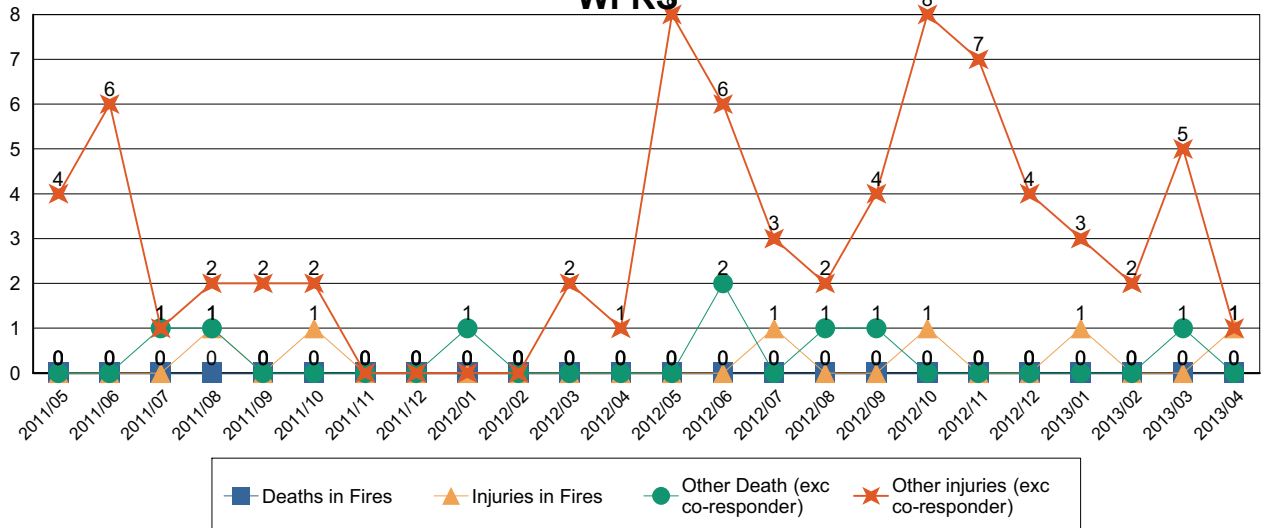
### Non-Fire incidents attended by WFRS



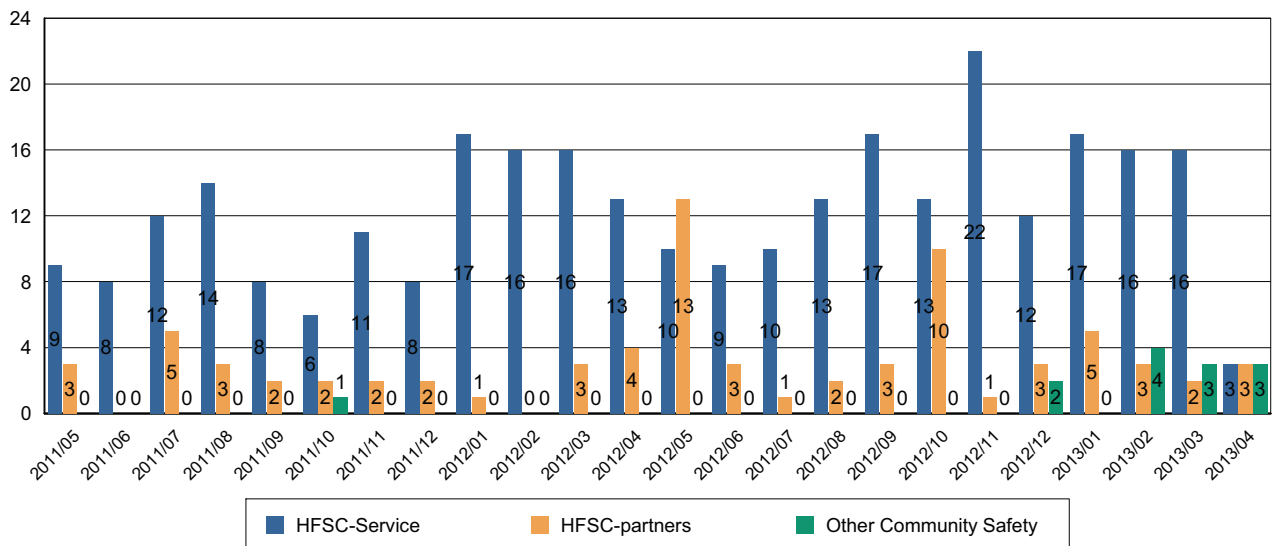
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf



# **'LIVING AND WORKING IN WILTSHIRE AND SWINDON'**

## **Transition Fair**



**Wednesday, 26th June 2013 - 1000 hrs - 1500 hrs**  
**Tidworth Leisure Centre**  
**Nadder Road, Tidworth, Wiltshire SP9 7QN**



**EMPLOYMENT | TRAINING | HOUSING OPTIONS | SCHOOLS | WORKSHOPS**  
**FAMILY ADVICE | BUSINESS START-UPS | RESERVE FORCES | HEALTH**

### **WHO SHOULD GO?**

**Service Leavers**  
**Serving Personnel**  
**Partners and Families**  
**Reserve Forces**  
**Veterans**  
**\*\*\*Admission Free\*\*\***

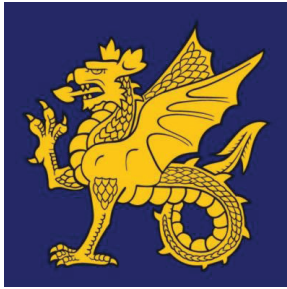
### **WHAT'S THERE?**

**Jobs - local companies recruiting**  
**Training opportunities**  
**Housing**  
**Health**  
**Schools**  
**Leisure and recreation**  
**Drop-in creche**  
**Cafe**

*Organised by Headquarters 43 (Wessex) Brigade with Wiltshire Council, Swindon Borough Council and the Career Transition Partnership*







## **MILITARY CIVILIAN INTEGRATION PARTNERSHIP UPDATE** **(INCORPORATING WILTSHIRE'S COMMUNITY COVENANT PARTNERSHIP)**

### **Issue**

The significant military presence in Wiltshire is changing again. The Government announcement on Transforming the British Army (known as Army 2020) and new Defence College of Technical Training at Lyneham combined with other military related developments will have far reaching implications for local communities for the foreseeable future.

[Wiltshire Council](#) working with [43 \(Wessex\) Brigade](#) and partners need to assess what this means in terms of infrastructure, impact on the economy and delivery of services. Therefore, the Military Civilian Integration (MCI) Partnership will continue to shape and positively influence MCI-related changes for the benefit of the civilian and military communities.

The work of the MCI Partnership is based upon what is known as the Army's Firm Base<sup>1</sup> policy and the Wiltshire Community Plan<sup>2</sup>.

### **Aim**

The aim of the MCI Partnership is to optimise the *economic* and *social* benefits of the military presence in the area. In turn, such integration will benefit Armed Forces personnel, their families, veterans, and local communities.

### **Objectives**

The MCI Partnership has 7 main objectives:

- To identify and respond to the changing military 'footprint' in Wiltshire
- To maximise the economic contribution of the military to the county
- To enable the realignment of service provision by the Council and its partners to meet the changing needs of the military, their families and veterans
- To capitalise on opportunities for regeneration and building sustainable communities in line with the recently announced Army Basing Plan
- To ensure the county continues to remain an attractive location for our Armed Forces and long-term investment by the MoD
- To encourage local communities to support the Armed Forces through the Wiltshire Community Covenant
- To assist Service leavers, and redundees in particular, in career transition and into employment in the area, helping soldiers back into society

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<sup>1</sup> The 'Firm Base' describes a secure environment, at home and overseas, that sustains the Army, enables training for, and deployment on, operations and ensures the consent and support of the public and host nations. Most of the activities required to support soldiers are linked – welfare and accommodation being good examples. The delivery of these services, therefore, requires working closely with the community (Source: MoD).

<sup>2</sup> People, places and promises, The Wiltshire Community Plan 2011-2026.

## Partnership Activities and Outputs

Following major announcements by the MoD on [Army 2020](#), [Army Basing Plan](#), and [Defence College of Technical Training](#) and Wiltshire Council on [City Deal](#), [Porton Science Park development](#) and the [University Technical College](#), the MCI Partnership's key work streams are being reviewed. Also, the partnership is working with the [Swindon and Wiltshire Local Enterprise Partnership](#) on some crucial areas of MCI-related work.

Main updates are:

**1. Salisbury Plain Super Garrison/Army 2020 Implementation:** The Salisbury Plain Super Garrison is the 'core' work stream in the partnership. The significance of Army 2020 and the Army Basing Plan, involving troops returning from Germany and around £800m investment by MoD over the next 5 years or so, is being assessed. It is anticipated that other Government departments will also be investing in infrastructure in the Salisbury Plain area.

**2. Defence College of Technical Training:** The public consultation on the Lyneham site development plans closes on 30<sup>th</sup> April. The construction phase of the new college is worth up to £230m and the winning contractor will be announced by the end of the year. Construction, subject to planning permission, is due to start in 2014 and the college will open in late 2015 with around 2,000 students and staff. The 'end state' at Lyneham will have around 5,500 students and staff on site by 2019.

**3. Armed Forces Covenant/Military Civilian Community Integration:** [Wiltshire's Armed Forces Community Covenant](#) was launched in August 2011. The aim of the Community Covenant, including the grant scheme, is to encourage local communities to support the Service community and nurture understanding and awareness amongst the public of issues affecting the Armed Forces Community. Wiltshire also adopted its [Armed Forces Veterans Charter and Action Plan](#) and is progressing a number of community integration initiatives.

**4. Employment & Enterprise:** This work stream is assisting Service leavers, including redundees, in career transition, and their spouses. It fits with Wiltshire's wider work on the Rural Growth Network, business start-up support and enterprise development. Four new enterprise centres are due to open this year.

**5. Research:** The evidence base for the partnership comes from:

- [Military Presence and Economic Significance in the South West Region](#) This report examined the military presence in the South West (March 2009)
- [Envisioning the Future](#) This report provided a comprehensive assessment of the military presence in Wiltshire (July 2009)

In October 2012 an updated [Military population in Wiltshire and the South West region](#) report was published. Our latest research is focusing on mapping of the veterans' community.

## Partnership Organisation

The MCI Partnership Board provides strategic direction and guidance to the partnership and MCI Delivery Group in particular.

The Board comprises: The Leader Wiltshire Council, Commander 43 (Wessex) Brigade, Cabinet Member for Economic Development & Strategic Planning, Corporate Director, Service Director Economy & Regeneration, Swindon & Wiltshire Local Enterprise Partnership representative, Community First/Plain Action, Defence Infrastructure Organisation, Defence Technical Training, Homes & Communities Agency, and project leads as necessary. The Board and Delivery Group meet about every 8-10 weeks.

## Further Information

For further information, please contact: Ian Cambrook, MCI Manager, Pidela Consulting Ltd, at [ian.cambrook@googlemail.com](mailto:ian.cambrook@googlemail.com) or go to the [MCI pages](#) on the Wiltshire Council website.

PC/MCI/April 2013

## 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](mailto:tracy.torr@nhs.net)

The right healthcare, for you, with you, near you



## **AREA BOARD UPDATE – MAY 2013**

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

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

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

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

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

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

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

Our aims are to:

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

**Our 7 key priorities are:**

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

Contact:

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