

# AGENDA

**Meeting:** CALNE AREA BOARD  
**Place:** Calne Town Hall, The Strand, Calne SN11 0EN  
**Date:** Tuesday 3 June 2014  
**Time:** 7.00 pm

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

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

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

**Refreshments and networking opportunities will be available from 6.30pm.**

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Please direct any enquiries on this agenda to David Parkes (Democratic Services Officer), on 01249 718220 or [david.parkes@wiltshire.gov.uk](mailto:david.parkes@wiltshire.gov.uk)

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

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

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

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## Wiltshire Councillors

Cllr Glenis Ansell  
Cllr Christine Crisp  
Cllr Alan Hill

Cllr Howard Marshall  
Cllr Anthony Trotman

	<b>Time</b>
<p>1     <b>Election of Chairman</b></p> <p>To elect a Chairman of the Calne Area Board for the forthcoming year.</p>	<p><b>7:00 pm</b></p>
<p>2     <b>Election of Vice-Chairman</b></p> <p>To elect a Vice-Chairman of the Calne Area Board for the forthcoming year.</p>	
<p>3     <b>Chairman's Welcome and Introductions</b></p> <p>The Chairman will welcome everyone to the meeting of the Calne Area Board.</p>	
<p>4     <b>Apologies for Absence</b></p> <p>Apologies for absence will be received.</p>	
<p>5     <b>Minutes</b> (<i>Pages 1 - 12</i>)</p> <p>To approve and sign as a correct record the minutes of the Calne Area Board meeting held on 8 April 2014.</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>Chairman's Announcements</b> (<i>Pages 13 - 18</i>)</p> <p>The Chairman will provide information about:</p> <ul style="list-style-type: none"> <li>a. Mini Recycling Sites</li> <li>b. Public Health and Wellbeing Grants</li> <li>c. Future development at Chippenham and the Chippenham Community Area</li> </ul>	
<p>8     <b>Partner Updates</b> (<i>Pages 19 - 22</i>)</p> <p>To receive an update from the partners listed below:</p> <ul style="list-style-type: none"> <li>a. Wiltshire Police</li> <li>b. Wiltshire Fire and Rescue Service</li> <li>c. NHS Wiltshire</li> <li>d. Calne Community Area Partnership</li> <li>e. Calne Youth Advisory Group (YAG)</li> <li>f. Town and Parish Councils.</li> </ul>	

9	<p><b>Wiltshire's New Housing Allocation Policy</b></p> <p>Nicole Smith, Head of Strategic Housing, will give a presentation on the new way that Wiltshire Council will allocate social housing.</p>	7:15 pm
10	<p><b>Neighbourhood Plans</b></p> <p>a. Cllr Simon Killane will give a presentation on how Malmesbury developed their Neighbourhood Plan as one of the County's pilot areas.</p> <p>b. The Chairman of the Calne/Calne Without Neighbourhood Plan Steering Group will give an update on the developments of their Plan.</p>	7:30 pm
11	<p><b>Calne Renaissance (Coleman's Farm Development)</b></p> <p>Jan Morse (Green Square) will provide an update on the development of Coleman's Farm.</p>	8:10 pm
12	<p><b>Local Highways Investment Fund 2014-2020</b> (<i>Pages 23 - 42</i>)</p> <p>Peter Binley (Head of Highways Asset Management and Commissioning) will present the report and request the Boards endorsement of the planned schemes for 2014/15.</p>	8:20 pm
13	<p><b>Appointment to Outside Bodies and Working Groups</b> (<i>Pages 43 - 58</i>)</p> <p>To confirm membership of outside bodies and working groups and to confirm terms of reference for working groups.</p>	8:30 pm
14	<p><b>Your Local Issues</b> (<i>Pages 59 - 80</i>)</p> <p>Councillors will provide an update on community issues and progress on Calne Area Board working groups as detailed below. The Board is asked to note the updates and consider any recommendations arising:</p> <ul style="list-style-type: none"> <li>a. Skate board park working group</li> <li>b. Highways working group (CATG)</li> <li>c. Calne campus working group</li> <li>d. Sandpit Road (Section 106) working group</li> <li>e. Air quality working group</li> </ul> <p>Cllr Alan Hill will provide an update on Calne JSA priorities.</p>	8:35 pm
15	<p><b>Calne Community Area Partnership Funding 2014/15</b> (<i>Pages 81 - 92</i>)</p> <p>The Board will be asked to consider the report on proposed funding to the Community Area Partnership for 2014/15.</p>	8:50 pm

The Chairman will set out arrangements for the next meeting.

**Future Meeting Dates**

**Tuesday 5 August 2014**

6.30 pm

Calne Town Hall, The Strand, Calne SN11 0EN

**Tuesday 7 October 2014**

6:30 pm

Calne Town Hall, The Strand, Calne SN11 0EN

**Tuesday 9 December 2014**

6:30 pm

Calne Town Hall, The Strand, Calne SN11 0EN

# MINUTES

**Meeting:** CALNE AREA BOARD  
**Place:** Corn Exchange, Calne Town Hall, The Strand, Calne SN11 0EN  
**Date:** 8 April 2014  
**Start Time:** 6.30 pm  
**Finish Time:** 8.15 pm

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Please direct any enquiries on these minutes to:

David Parkes (Democratic Services Officer), on 01255 718820 or [david.parkes@wiltshire.gov.uk](mailto:david.parkes@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Glenis Ansell, Cllr Christine Crisp, Cllr Alan Hill (Chairman) and Cllr Howard Marshall

### **Wiltshire Council Officers**

Will Kay (Youth Development Coordinator), David Parkes (Democratic Services Officer), Tracy Ruse (Highways), Sharon Smith (Senior Democratic Services Officer) and Jane Vaughan (Community Area Manager)

### **Town and Parish Councillors**

Calne Without Parish Council – Cllr Ed Jones  
Cherhill Parish Council – Cllr David Evans  
Hilmarton Parish Council – Cllr Jeff Files

### **Partners**

Wiltshire Police – Insp. Dave Hobman and WPC Sonya Sockhill  
Wiltshire Fire and Rescue – Darren Nixon and Tom Burns

**Total in attendance: 40**

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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 and introduced the Councillors and officers present.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Cllr Tony Trotman, Judy Edwards (Calne Town Council) and Cllr Richard Aylen (Calne Without Parish Council).</p>
3	<p><u>Minutes</u></p> <p>The minutes of the meeting held on Tuesday 4 February 2014 and special meeting held on Wednesday 19 March 2014 were approved and signed by the Chairman as a correct record.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the following written announcements included in the agenda pack, which were noted.</p> <p style="padding-left: 40px;"><b>a) Dementia Strategy Consultation</b></p> <p style="padding-left: 40px;"><b>b) Library Memory Groups</b></p> <p style="padding-left: 40px;"><b>c) Proposed changes to Connect2 Wiltshire Bus Services in the Calne Area</b></p> <p>In addition to the above, a further announcement was provided as follows.</p> <p><b>Future provision of Youth Services</b></p> <p>Cllr Laura Mayes (Cabinet member for Childrens Services) was welcomed to the floor to give a presentation on the consultation taking place in relation to the delivery of youth activity to ensure that future delivery met the changing needs of young people.</p> <p>Key points included:</p> <ul style="list-style-type: none"> <li>• The authority had a duty to provide leisure time activity (such as play parks)</li> <li>• A desire to consult with young people to seek their views on the type of</li> </ul>

	<p>activity required (noting that a small proportion of young people used the current service)</p> <ul style="list-style-type: none"> <li>• There were approximately 2,294 young people in the Calne community area and the Board had allocated over £10,000 in grant funding in the last year for youth related projects. These included the bowl project, tennis club and football club.</li> <li>• The community were being consulted on 4 possible options, which were to: <ol style="list-style-type: none"> <li>1) Retain the current in-house service but reduce the cost</li> <li>2) Outsource the service</li> <li>3) Encourage and support staff to form a Public Service Mutual</li> <li>4) Develop a community led approach</li> </ol> </li> <li>• The preferred option currently identified was option (4) which, if agreed, was likely to result in an allocation of funding to each Area Board to work with young people to meet community needs.</li> <li>• It was hoped that following consideration of the proposals by Cabinet the new service would be in place at the beginning of October.</li> <li>• Young people in attendance were keen to retain the services of the youth worker who they felt provided an invaluable role and welcomed the continued development of the skate bowl project.</li> <li>• The Youth Development Co-ordinator stated that attendance at the youth centre was good and asked that the Board note the positive outreach work of the Youth Centre which had contributed to the reduction in under age pregnancies in the community area.</li> <li>• How much funding would be provided and how this would be allocated.</li> <li>• The Chairman thanked Cllr Mayes for the presentation and encouraged all to respond to the consultation.</li> </ul>
6	<p><u>What Matters to You</u></p> <p>The Board were asked to consider the report provided in the agenda which included details of the priorities identified from the 'What Matters to You' event held on 18 March.</p> <p>Attendees were asked to participate in helping the Board identify key priorities to take forward over the forthcoming year by way of hand held voting remotes. In being asked to identify the top 3 community priorities, the results were as</p>

	<p>follows:</p> <ol style="list-style-type: none"> <li>1) Increase employment opportunities and youth activities (in consultation with young people) to address some anti-social behavioural incidents.</li> <li>2) Better opportunities for young people to get into work through initiatives like apprenticeships and work experience.</li> <li>3) Recognise child poverty and childhood obesity and engage with parents to address it.</li> </ol> <p>Having considered the results of the survey, attendees were then invited to consider again the list provided and identify the top three priorities which they felt could be achieved over the forthcoming year. The results were as follows:</p> <ol style="list-style-type: none"> <li>1) Increase employment opportunities and youth activities (in consultation with young people) to address some anti-social behavioural incidents.</li> <li>2) Build a positive reputation for Calne Community Area to attract more visitors to venues and events.</li> <li>3) Better opportunities for young people to get into work through initiatives like apprenticeships and work experience.</li> </ol> <p>Ensuing discussion included the need to encourage more volunteering in the area and the benefits of further engagement with the Chamber of Commerce to build a positive reputation for Calne, ultimately increasing tourism and new business in the area.</p> <p>The Chairman thanked all in attendance for their participation and confirmed that the Board would discuss the priorities further and present an update on how these could be taken forward at the next meeting.</p>
7	<p><u>The Calne Children's Centre</u></p> <p>Georgina Knape from the Calne Children's Centre was welcomed to the meeting and gave a presentation on the role of the centre as a 'one stop shop for families and children under five'.</p> <p>This included:</p> <ul style="list-style-type: none"> <li>• The centre offered support to children and families to encourage learning and development.</li> <li>• The activities available at the centre included promoting learning through play, stay and play sessions, support groups for parents and 1-1 support at home.</li> </ul>



	<ul style="list-style-type: none"> <li>• The Centre were able to provide some financial assistance to low income families for trips.</li> <li>• Work undertaken by the Centre included ‘Story Jam’, a project part funded by the Area Board to encourage a love of reading by the whole family.</li> <li>• Centres were required by OfSTED to support families in targeted groups where deprivation within the community area had been identified.</li> <li>• From April 2014 the Centre would offer a sign-posting service for families with children aged between 5-11 which would run for the next 2 years.</li> </ul> <p>Ensuing discussion included how vulnerable families were identified and contacted which included the work undertaken by Health Visitors in promoting the work of the Centre. It was understood that central government recognised the positive work undertaken by the Centres themselves.</p>
8	<p><u>Partner Updates</u></p> <p>Updates were received as follows:</p> <ul style="list-style-type: none"> <li>a) <b>Wiltshire Police</b> - Inspector Dave Hobman was welcomed to the meeting and presented a written report (attached to these minutes) which was noted by the Board.</li> <li>b) <b>Wiltshire Fire and Rescue Service</b> - A short film was provided which displayed the damage done by local fires and floods over the festive period.</li> <li>c) <b>Town and Parish Councils</b> <ul style="list-style-type: none"> <li><b>Calne Without Parish Council</b> - Cllr Ed Jones made the Board aware of ongoing problems at Mile Elm which would be raised at the next CATG meeting and thanked the Board for the funding granted for the digital projector project.</li> <li><b>Cherhill Parish Council</b> – The Parish would be consulting residents on the potential creation of a Neighbourhood Plan and reminded all of the memory club in Calne which met every fortnight and was due to meet again on 17 April.</li> </ul> </li> </ul> <p>Under this item clarification was made that Wiltshire Council had now designated Calne and Calne Without as one community area for the purposes of a Neighbourhood Plan and that a consultation was now able to place accordingly to seek the views of those residents.</p>
9	<p><u>Your Local Issues</u></p>

	<p>Councillors provided an update on community issues and progress on Calne Area Board working groups as follows:</p> <p>a) <b>Skateboard park working group</b> (Cllr Marshall) – The group were ready to begin construction work but it was discovered that the existing bowl was not fit for purpose and would now be demolished and rebuilt. A new application for planning permission had been submitted and tenders were out. Young people would be consulted and plans should dovetail around the first week of May.</p> <p>b) <b>Highways working group</b> (CATG) (Cllr Hill) – The next meeting was to be in two weeks time. An update on Balfour Beatty was provided and a table with vehicle speeds through Calne was displayed. The need for additional signage to prevent further accidents in light of a recent fatality was also discussed.</p> <p>c) <b>Calne Campus Working Group</b> (Cllr Crisp) – Considerable progress was being made in taking forward proposals for the Calne Campus, including discussions on the legal agreements required with Calne Town Council (for Beversbrook Sports Facility) and the Trust Board (for the Leisure Centre) and were expected to be concluded very shortly for decision at the next meeting of each organisation. Planning permission would be sought and a series of events held to inform local people of proposals for each site.</p> <p>The group continued to work on the options for a third site in the centre of Calne which would require a detailed study of the floor space and layout for those facilities which the public consultation and the Working Group required to be included in the town centre site. This should relate closely to the Town Council’s ‘Masterplan’ and to the availability of land and buildings in the town centre. The group believe this can be taken forward later in the summer once the events have been progressed.</p> <p>d) <b>Sandpit Road</b> (Section 106) working group (Cllr Trotman) – The Board received a report requesting approval to commission a sign placement study for Calne. A comprehensive report was sent to the Board in Cllr Trotman’s absence.</p> <p><b><u>Decision:</u></b></p> <p><b>The Board approved the spending of £6,000 from the S106 agreement for a sign placement study in Calne</b></p> <p>e) <b>Air Quality Working Group</b> (Cllr Ansell) – The group had not met since the last Area Board but were due to meet in the near future to progress plans for a local campaign and further monitoring arrangements.</p>
10	<u>Area Board Funding</u>

	<p>The Board was asked to consider the funding applications provided within the agenda.</p> <p><u>Calne Archery Group</u></p> <p>The sum of £1,000 was requested towards the creation of a footpath.</p> <p><b><u>Decision:</u></b>  <b>The Area Board awarded the sum of £1,000 to Calne Archery Club.</b></p> <p><b><u>Reason:</u></b>  <b>The application met the Community Area Grant Criteria 2014/15.</b></p> <p>The Board noted the awards made to WW1 commemoration projects via delegated authority to the Community Area Manager as follows:</p> <table data-bbox="320 828 1037 974"> <tr> <td>Friends of Abberd Brook -</td> <td>£1,000</td> </tr> <tr> <td>Calne Town Council/British Legion -</td> <td>£1,000</td> </tr> <tr> <td>Calne Heritage Centre -</td> <td>£500</td> </tr> <tr> <td>Derry Hill Bells Project -</td> <td>£2,500</td> </tr> </table> <p><b>Post Meeting Note:</b></p> <p><b>It has been drawn to the attention of the responsible Democratic Services Officer (DSO) that the figures provided within the funding report had been updated following the publication of the agenda.</b></p> <p><b>For the 2014/15 financial year Calne Area Board has been allocated a budget of £45,337 (rather than £58,112) for community area grants, digital literacy grants, community partnership core funding, area board operational funding and area board/councillor led initiatives.</b></p> <p><b>Therefore if grants are awarded and retained in accordance with officer recommendations Calne Area Board will have a balance of £44,337 (rather than £57,112).</b></p>	Friends of Abberd Brook -	£1,000	Calne Town Council/British Legion -	£1,000	Calne Heritage Centre -	£500	Derry Hill Bells Project -	£2,500
Friends of Abberd Brook -	£1,000								
Calne Town Council/British Legion -	£1,000								
Calne Heritage Centre -	£500								
Derry Hill Bells Project -	£2,500								
11	<p><u>Close</u></p> <p>The next Area Board meeting would be held at the slightly later time of 7.00 pm on Tuesday 3 June at the Corn Exchange, Calne Town Council, Bank House, The Strand, Calne.</p>								

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# Crime and Community Safety Briefing Paper

## Calne Community Area Board

### Tuesday 8<sup>th</sup> April 2014



#### 1. Neighbourhood Policing Team

**Sgt:** Simon Wright

Beat Manager WPC Sonya Stockhill

Beat Manager PC Stuart Welch

PCSO Mark Cook

PCSO Shelley Gray

PCSO Andrew Willox

PCSO Nicole Yates

#### 2. NPTs - Current Priorities & Consultation Opportunities:

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

□ Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

#### Performance and Other Local Issues:

Sgt Wright flew to Florida at the beginning of April and will be returning near the end of the month, so in his absence I am producing the report on behalf of Simon.

By now some members will have met our new Community Beat Manager, PC Stuart Welch. Stuart has a wealth of experience to bring to Calne, in that he spent several years as an Officer in Central Birmingham prior to re-locating to Wiltshire where he worked with the Neighbourhood Police Team in Trowbridge before taking up his new post here in Calne.

As we are now up to full strength again in Calne, we have re-structured, in that PC Welch will be the Beat Officer for the town centre and WPC Stockhill covers the rural beat, however, both Officers will be dealing with issues within the town and you should see them both on a regular basis.

All Officers in Calne will be taking renewed areas of responsibility and the most significant of these will be:

PC Welch and PCSO Cook will be assisting Landlords and landladies with the town Pubwatch scheme.

PCSO Willox will continue to look after Shopwatch which is successfully up and running and works well with CCTV.

PCSO Gray has now completed her work on the Neighbourhood Watch Scheme. It is refreshed, with all members having been contacted and a full up to date database is now live. We are keen to add new members to our existing 36 schemes and would welcome any enquiries. Shelley can be contacted direct or any of us here at the NPT would be happy to speak about the scheme. It is continually proving to be a very successful partnership.

In February, Simon reported on the series of non-dwelling burglaries that took place in Calne. It is pleasing to tell you that Magistrates sent Jordon SWEETLOVE to prison in February for 8 months and Nicky DANIELS for 10 months. This is a very pleasing result and sends a message to criminals that we will all work tirelessly to ensure they pay for their crime and the misery they bring upon others.

Our positive partnership with CCTV continues to produce successful results. A recent serious assault committed in the town was initially denied by the offender but after the CCTV was reviewed the offence was captured in full and has been finalised with a successful outcome. In addition, several offenders have now each been issued £60 fines for urinating in the street, thanks to the CCTV operation which gives us the vital evidence we need to prove these offences if we do not apprehend offenders at the time of the littering. Thank you to Linda and her team for the continued brilliant results. On April 10<sup>th</sup>, Channel 5 will be attending the CCTV Offices with Linda, and her staff along with myself to do some filming for a series they are currently running. This is related to the success of CCTV.

NPT have recently been playing football with the pupils at Springfield School. This is good engagement for us and we managed to hold our own with a 5 all draw. This will continue on a regular basis.

The Chief Constable has reported positive feedback being received regarding increased foot patrols in the town. It is good to meet people and be such a visible presence and I know that Sgt Wright is keen for this work to continue.

Over recent weekends we have had additional Officers in Calne to assist with ASB within the town. We have taken a zero tolerance approach and also made efforts to engage with our youth to try to prevent re-offending. Several arrests have been made over the last 4 weeks and we are now seeing an improvement in the behaviour of some who have seen the end results of their actions in the Magistrates Court. We continue to work in this area, particularly with regard to the skate bowl. Another "Community Walkabout" is currently being planned by Stuart Welch and we will let you know as soon as the date is set.

We can report a successful Day of Action in Wiltshire on 28<sup>th</sup> February, when we had significant success in Calne by completing searches on some 15 people involved in the use of drugs. This resulted in arrests and a drugs warrant being actioned at a local property. We also stopped a local vehicle being driven without insurance and seized the vehicle.

We have forthcoming plans to work within the town with our force exhibition vehicle where we would like to consult with our residents and will be doing other things alongside like bike engraving and offering advice.

PCSO Mark Cook is arranging to star on "Ear Tunes" our local internet radio station. He will be doing a PCSO question and answer session and playing a few of his favourite numbers. No date has been set yet – but it will likely be worth waiting for.

The next Blues and Zuz disco is on Friday 18<sup>th</sup> July at John Bentley School. PCSO Nicole Yates does a fantastic job along with her colleagues from the Special Constabulary and volunteers to continue to run the discos. The Force recently completed a review on Blues and Zuz to establish its effectiveness and impact it has on youth. Several other discos in Wiltshire have been dissolved due to being deemed unsuccessful, however, due to the efforts of Nicole and the Team the Calne Disco is thriving and will remain. The youth engagement has a positive impact and in particular for those from deprived areas and goes a long way to reducing ASB within the town. Nicole has been put forward for an achievement award which will give her a certificate of merit for her good work on the Blues and Zuz. I know Simon would like to publicly thank Nicole.

Nicole is starting her School Liaison work at John Bentley School this month where she will be interactive with the pupils and be their first point of contact should they need to speak with the Police. This is another good opportunity for the Police to impact and interact with the young people of Calne.

Consultation Surgeries are increasing and PCSO Willox will be publishing the different locations on a month by month basis. These will now incorporate the rural villages of Calne as well as further locations and times within the town. The Wednesday Surgery at the Community Hub in the High Street will continue from 1400 – 1445 hrs and we are always pleased to be able to offer advice or assistance as well as meeting our local community.

PC Alan Blake has finally hung his handcuffs up and had a good send off on his 60<sup>th</sup> birthday at Blacklands Golf Club. We all wish him a long and happy retirement, and of course thank him for his many years of service here in Calne.

Calne Neighbourhood Policing Team has a new Sector Head in Inspector Dave Hobman, who I know is keen to get out and meet us all as soon as he is settled into post.

The Sgt and all the NPT at Calne are always happy to be contacted and meet up, if you wish to discuss any issues. Please make contact with Simon or any of the team on the below phone number or email. Alternatively, the Wiltshire Police website above is another method of reaching us.

And the final note is to congratulate Simon, who, on his return to Calne at the end of April will be a newly married man having taken the plunge whilst on holiday in Florida with lovely new Wife Angela.

WPC 319 Sonya Stockhill

Calne Neighbourhood Policing Team

101 – Extension 732425

[sonya.stockhill@wiltshire.police.uk](mailto:sonya.stockhill@wiltshire.police.uk)

EN11 Calne Town	Crime				Detections*	
	12 Months to March 2013	12 Months to March 2014	Volume Change	% Change	12 Months to March 2013	12 Months to March 2014
Victim Based Crime	723	646	-77	-10.7%	22%	23%
Domestic Burglary	41	26	-15	-36.6%	7%	19%
Non Domestic Burglary	89	86	-3	-3.4%	2%	3%
Vehicle Crime	66	43	-23	-34.8%	6%	5%
Criminal Damage & Arson	179	139	-40	-22.3%	13%	9%
Violence Against The Person	128	133	+5	+3.9%	52%	42%
ASB Incidents (YTD)	0	0	+0	-		

\* Detections include both Sanction Detections and Local Resolutions

EN12 Calne Rural	Crime				Detections*	
	12 Months to March 2013	12 Months to March 2014	Volume Change	% Change	12 Months to March 2013	12 Months to March 2014
Victim Based Crime	210	161	-49	-23.3%	10%	15%
Domestic Burglary	12	7	-5	-41.7%	25%	29%
Non Domestic Burglary	55	28	-27	-49.1%	4%	7%
Vehicle Crime	31	23	-8	-25.8%	0%	9%
Criminal Damage & Arson	29	34	+5	+17.2%	7%	12%
Violence Against The Person	28	23	-5	-17.9%	29%	43%
ASB Incidents (YTD)	0	0	+0	-		

\* Detections include both Sanction Detections and Local Resolutions



# Agenda Item 7

## Chairman's Announcements

**Subject:**

**Recycling success means mini recycling sites are no longer needed**

### **Summary of announcement:**

The success of Wiltshire's kerbside collection of plastic bottles, cardboard, paper, cans, textiles, glass bottles and garden waste has led to a review of the county's mini-recycling sites.

Households across Wiltshire recycled more than 68,000 tonnes last year through the kerbside collections, including garden waste. 36,000 tonnes of this came from the black box and blue lidded bin collections meaning the smaller recycling sites in the county are now used very little – less than 3,000 tonnes is expected to be collected through the mini recycling sites this year.

Since the introduction of the new kerbside collections there has been a sharp fall in the amount of waste being taken to mini recycling sites, such as those in car parks. As a result, the remaining 126 mini-recycling sites in Wiltshire will be removed, with the money saved by reducing this service duplication being ploughed back into vital council services.

Signs informing people about the proposed changes will be displayed from early April, and the sites will close from 5 May. Recycling bins will be removed from the site before the end of May.

Any households without a blue lidded plastic bottle and cardboard bin or a black recycling box, can obtain one by contacting the council. Households can also have up to two black recycling boxes for recycling paper, glass, cans and textiles. On occasions where households have more recyclables than can fit into two black boxes, we ask that the extra materials are separated out into carrier bags and placed out for collection alongside the black box (mixed materials may not be collected). Anyone who feels they do not have space for extra bins or boxes can contact the council to discuss alternatives.

The key messages are:

- All mini recycling sites in Wiltshire will close on 5 May 2014 and the bins will be removed from the sites shortly afterwards.
- The sites collect materials that we already collect through the black box kerbside service. It is therefore a *duplication* of service.
- The use of these sites has declined dramatically over recent years, as the council has invested in more kerbside collections – we collected 36,000 tonnes of dry recyclables through the kerbside services last year, compared with less than 3,000 tonnes collected via the mini recycling centres.
- Householders can have up to two black boxes for their glass bottles and jars, newspapers, magazines and telephone directories, food and drinks cans and textiles. Any excess recycling can be placed out in carrier bags (one material type per carrier

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

bag please – mixed materials may not be collected). Residents unable to manage black boxes can be offered smaller black baskets with handles.

- Sites will be regularly cleaned after the containers have been removed to manage any littering or flytipping issues that may occur in the short term.

# Chairman's Announcements

**Subject:**

**Public Health & Wellbeing Grant**

## Summary of announcement:

Wiltshire Public Health has established a fund to support public health and wellbeing for people in Wiltshire. Administered by the Community Foundation the fund is designed for projects which seek to support the Council's objective of building healthy and resilient communities, by bringing communities together to make a positive difference to peoples' health.

The aim of these grants is to enable community-based and other small groups to initiate or develop projects and activities which offer new or innovative approaches in one or more of the following areas:

- Reducing childhood obesity or helping adults to adopt healthier lifestyles
- Helping to combat loneliness, isolation and other factors which contribute to poor mental health
- Supporting older people to have more active and fulfilling lives
- Promoting the use of community green spaces, assets and infrastructure for exercise and wellbeing
- Reducing drug and alcohol abuse

Groups must be able to demonstrate a clear link to improved mental or physical health outcomes that will result from their project. Full information is available at <http://www.wscf.org.uk/grants-communityfoundationgrant-publichealthgrants.asp>

Funding is available for one year only, and the maximum grant will be £4,000. You may apply for the full amount of your project and match funding is not required.

All applicants must meet the basic eligibility criteria for these grants as follows:

- Your annual income must not exceed £50,000
- You must not be currently in receipt of core funding from Wiltshire Council
- You must not be a branch of a national charity
- You must be a constituted voluntary organisation or a registered charity
- You must be a local organisation based in Wiltshire and have a local management structure
- The Project you want to deliver must take place in Wiltshire
- You must not hold more than 12 months running costs as free reserves
- No more than one application for funding may be submitted within a single financial year

Please complete the Expression of Interest on the link below:

<https://www.surveymonkey.com/s/Expression-of-Interest-Groups2>

**CLOSING DATE FOR EXPRESSIONS OF INTEREST: 5th June 2014**

CLOSING DATE FOR APPLICATIONS: 19th June 2014

PANEL DATE FOR DECISIONS: 17th July 2014



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

<b>Subject:</b>	<b>Future Development at Chippenham and the Chippenham Community Area</b>
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### **Summary of announcement:**

Wiltshire Council has a responsibility to plan for the future growth of communities in Wiltshire. Policies for the scale and general direction of growth are being determined through the Wiltshire Core Strategy and include proposals for Chippenham. Decisions about where the specific sites to deliver growth are being made through the Chippenham Site Allocations Development Plan. The Chippenham Area Board is hosting a specific event to hear more about how this plan is progressing and learn more about how you can inform the content. A short update will also be provided on the Wiltshire Housing Site Allocations Development Plan, which is the plan looking to review settlement boundaries throughout Wiltshire. You are invited to attend the meeting, which will take place at the Need Hall on 16 June 2014 from 7.15pm.



## Crime and Community Safety Briefing Paper Calne Community Area Board 3<sup>rd</sup> June 2014



### 1. Neighbourhood Policing Team

**Sgt:** Simon Wright

Beat Manager Rural – PC Sonya STOCKHILL

Beat Manager Town – PC Stuart WELCH

PCSO Nicole YATES

PCSO Mark COOK

PCSO Shelley Gray

PCSO Andrew WILLOX

### 2. NPTs - Current Priorities & Consultation Opportunities:

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

**Calne NPT Consultation Surgeries take place every Wednesday between 1400-1445hrs. They take place at the Community Hub, High Street, Calne.**

□ Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

### Performance and Other Local Issues:

I am writing this report at the start of what is historically a busy time for Calne NPT, with the summer months and lighter evenings come increases in reports of ASB. With this in mind Calne NPT have spent a lot of time over recent weeks and months addressing ASB hotspots with a view to getting on top of the problem before it can really develop.

Calne NPT held a 'Walkabout' on Friday 2nd May, it was a disappointing turn out in terms of Partner Agencies attending with only two people able to make it on the night. However there were several Police officers and PCSOs on in the Town who were out and about giving the message of 'Firm but Fair' Policing. This event marked the culmination of several consecutive weekends of high profile Policing of the Town Centre, with ASB being the priority target. Extra Police officers were draughted in to help out with increased patrols. The message was very much one of 'Behave appropriately and you will be left alone, but misbehave and the Police will be there to enforce the consequences'.

This approach appears to have had a positive impact on issues in the Town Centre, and whilst it has not wiped them out completely, it has gone some way to controlling things. The use of extra officers in the Town is not sustainable long term, but it is something that we may revisit in the

future if the need arises. In the meantime the NPT are working hard to keep engaging with those identified as being involved in causing problems in the past. We are also continuing to work with partner agencies to ensure that we are all tackling the problem from the same angle.

PCSO Shelley GRAY has spent a lot of time over the past few months in rejuvenating the Neighbourhood Watch schemes that are running in the area. As a result some of the old schemes are now back up and running more effectively than ever, and also some new Schemes have also been started. This is great to see, and is a fantastic tool for us to not only receive information from the public, but also to give information out if an incident occurs that the residents of Calne should be aware of. If you want any further information about Neighbourhood Watch Schemes in your area, or if you would like to set one up in your own street then please feel free to contact Shelley at Calne Police Station, or e-mail her on [Shelley.Gray@wiltshire.police.uk](mailto:Shelley.Gray@wiltshire.police.uk)

An arrest was made at the end of March of a local male which related to drug dealing. As a result of the investigation numerous assets have been seized from him and a court order has been put in place which freezes bank accounts whilst a full investigation is completed. The male is currently on bail whilst the investigation progresses. This is just one example of the zero tolerance approach that Calne NPT take to drug use and dealing within the town.

Similarly a local male who is known to Calne NPT as a prolific shoplifter was arrested in April following a string of shoplifting offences in the Town. As a result of the investigations the male was given a prison sentence – his second one in the past 6 months following successful investigations by Calne NPT, and other departments within Wiltshire Police.

More recently PCSO Cook, and PC Stockhill made a good arrest in the Town of a drink driver who was originally spotted in Anchor Road having pranged a parked vehicle belonging to a member of the public. The officers followed the evidence trail and tracked the vehicle down to the Tesco's car park on the Lansdown Estate. A male was arrested from the vehicle and taken to Melksham Custody where he blew significantly over the legal drink drive limit. The male was subsequently charged to court where he will undoubtedly have his license taken from him.

The Blues and Zuz discos have been put on hold for a couple of months with the next one being held in July. This is because we have been unable to secure a suitable venue for the May and June events. Rest assured the Disco's will return as they have proved time after time to be so popular amongst the youth of Calne.

As ever, if you have anything that you wish to discuss with either myself, or any of the team, please feel free to contact us using the details below and we will be happy to help.

PS 1754 Simon Wright

Calne Neighbourhood Policing Team

101 – Extension 732815

[Simon.Wright@wiltshire.police.uk](mailto:Simon.Wright@wiltshire.police.uk)



EN11 Calne Town	Crime				Detections*	
	12 Months to April 2013	12 Months to April 2014	Volume Change	% Change	12 Months to April 2013	12 Months to April 2014
Victim Based Crime	660	594	-66	-10.0%	23%	15%
Domestic Burglary	30	27	-3	-10.0%	17%	22%
Non Domestic Burglary	100	33	-67	-67.0%	3%	30%
Vehicle Crime	42	32	-10	-23.8%	10%	9%
Criminal Damage & Arson	138	147	+9	+6.5%	9%	3%
Violence Against The Person	139	156	+17	+12.2%	43%	19%
ASB Incidents (YTD)	724	672	-52	-7.2%		

\* Detections include both Sanction Detections and Local Resolutions

EN12 Calne Rural	Crime				Detections*	
	12 Months to April 2013	12 Months to April 2014	Volume Change	% Change	12 Months to April 2013	12 Months to April 2014
Victim Based Crime	157	144	-13	-8.3%	15%	11%
Domestic Burglary	7	7	+0	+0.0%	29%	29%
Non Domestic Burglary	28	29	+1	+3.6%	7%	17%
Vehicle Crime	23	26	+3	+13.0%	9%	0%
Criminal Damage & Arson	33	27	-6	-18.2%	12%	0%
Violence Against The Person	24	25	+1	+4.2%	42%	28%
ASB Incidents (YTD)	100	96	-4	-4.0%		

\* Detections include both Sanction Detections and Local Resolutions



**Wiltshire Council**

**Calne Board**

**Date of meeting**

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**Subject: Local Highways Investment Fund 2014 – 2020**

**Report Author: Parvis Khansari, Associate Director Highways and Transport**

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## **Executive Summary**

Wiltshire Council has recently approved a major programme of investment in highway maintenance over the next six years which will see a significant improvement in the condition of the county's highway network.

The investment is being targeted at those roads in worst condition, and will include minor roads as well as the main roads. An initial assessment based on road safety information and road condition data has been used to prepare a list of priority sites for treatment in 2014/15 in each community area (see **Appendices 1 and 2**).

A provisional list of sites for potential treatment until 2020 has also been prepared for each community area (see **Appendices 3 and 4**). The site list is based on the existing condition of the roads and the anticipated deterioration in the future, but it will need to be reviewed annually as the rate of deterioration of individual roads may vary because of weather and local conditions.

## **Proposals**

Area Boards are asked to consider the list of proposed highway maintenance schemes in their areas for 2014/15, and agree the final list for implementation.

The list of potential schemes for future years could also be reviewed, and consideration given to priorities for treatment in 2015/16. A draft list of sites will be prepared for comment later this year, but an early indication of local priorities would be helpful.

## **Reason for Proposal**

Wiltshire Council has a major programme of investment in highway maintenance over the next six years, which will see a significant improvement in the condition of the county's highway network.

The views of the Area Board are important in helping identify local priorities for road maintenance, and future programmes of work.

Delays in finalising the list could result in non-delivery of sites, and your assistance to agree a final list for 2014-15 would be appreciated as we have a significant programme of works to deliver.

**Subject:** Local Highways Investment Fund 2014 – 2020

**Report Author:** Parvis Khansari, Associate Director Highways and Transport

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### Purpose of Report

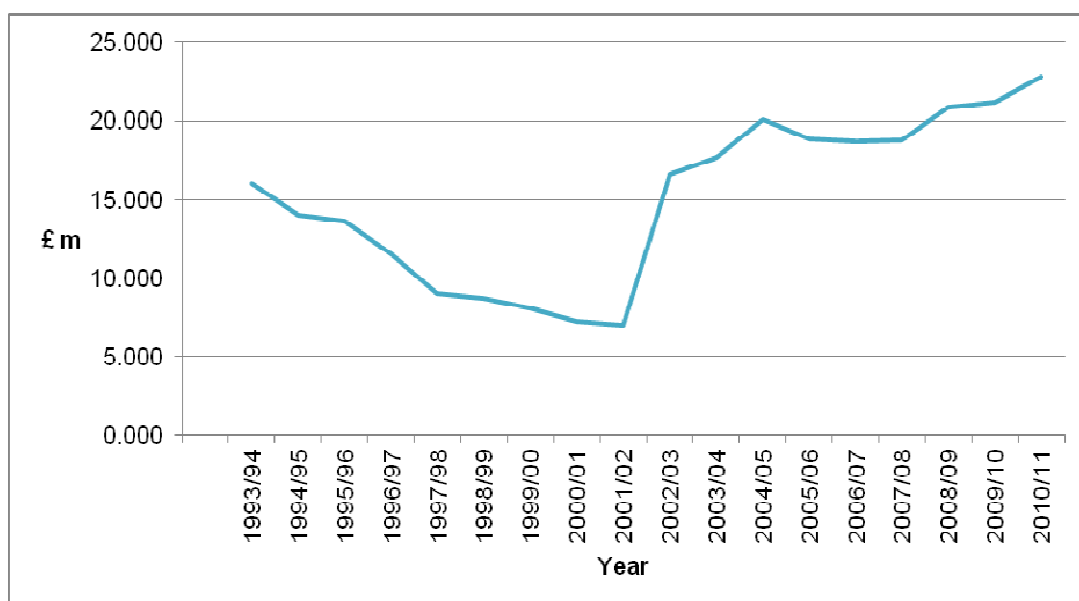
1. To advise the Area Board about Wiltshire Council's Local Highways Investment Fund 2014 – 2020, and to agree the local highway maintenance priorities for 2014/15.

### Relevance to the Council's Business Plan

2. The Council's Business Plan sets out the vision to create stronger and more resilient communities. It includes three key priorities and twelve actions that the Council will deliver over the next four years. One of the twelve actions is to 'invest additional money between 2014-17 to reduce the historic backlog in highways maintenance'. The recommendations of this report will facilitate the delivery of this action, which is an important part of the Business Plan.

### Background

3. Expenditure on highways declined substantially during the 1990's, and there has been underinvestment in roads maintenance for years. It did increase from 2000/1 with the introduction of Local Transport Plan funding, but there is still a large backlog of maintenance required on the network.



5. Funding of highway major maintenance has continued to increase in Wiltshire in recent years, but with a series of bad winters and recent flooding the road network has been badly affected.
6. Wiltshire Council has recently approved a major programme of investment in highway maintenance over the next six years which will see a significant improvement in the condition of the county's highway network.

### **Main Considerations for the Council**

7. The investment is being targeted at those roads in worst condition, and will include minor roads as well as the main roads. An initial assessment based on road safety information and road condition data has been used to prepare a list of priority sites for treatment in 2014/15 in each community area (See **Appendices 1 and 2**). Any roads shown on the list highlighted in yellow need to be treated in order to address skid resistance and safety problems.
8. In addition to the larger sites, the Council will also be repairing localised sites which are suffering from deterioration or which need repairs. A programme of pothole and defect repairs will continue across the county in response to local damage identified through our regular inspections or reports from the public and road users.
9. A provisional list of roads for potential treatment until 2020 has been prepared for each community area (see **Appendices 3 and 4**). The site list is based on the existing condition of the roads and the anticipated deterioration in the future, but it will need to be reviewed annually as the rate of deterioration of individual roads may vary because of weather and local conditions.
10. As well as addressing the roads in worst condition, improvements will be made to the drainage and footways to bring them up to standard. Some roads will have to be treated as priorities because of the need to ensure there is adequate skid resistance and they are in safe condition.
11. It is the intention that the Area Boards should have the opportunity to help identify local priorities for treatment. The process has been delayed this year because of the need to focus on flooding, but this is likely to be an annual process in future.

### **Safeguarding Implications**

5. Does not apply.

### **Public Health Implications**

6. Increased investment in road maintenance will have benefits for public health. The improved road surfaces, better skid resistance and associated safety improvements will help reduce the numbers killed and injured on the road network. These improvements would complement the other

measures to improve road safety, such as traffic calming and speed limits, being introduced through the Local Transport Plan funding and the Community Area Traffic Groups.

12. The improved road surfaces, particularly on the minor urban roads, will be of benefit to cyclists and pedestrians, and with suitable publicity campaigns could be used to encourage these healthier means of transport. At present the condition of some of the urban roads may discourage cycling as cyclists are adversely affected by poor road conditions and uneven or damaged surfaces. The proposed investment would support the strategy to encourage cycling as set out in the Local Transport Plan.
13. Roads in poor condition in urban areas can result in disturbance and noise for residents, especially on busier routes carrying heavy goods vehicles at night. Better road surfaces could result in reduced background noise in residential areas, with potential mental and physical health benefits.
14. The Council monitors road collision data in order to focus safety improvements at those sites with the worst accident records. With the additional funding this process will continue, and where appropriate other alterations to signing, drainage, street lighting or road markings could be incorporated into resurfacing work to improve safety.

### **Environmental and Climate Change Considerations**

15. The road network is particularly vulnerable to the effects of climate change. In recent years we have seen the effects of a series of severe winters which have resulted in damage to the roads and an increase in the number of potholes. Last year was the second wettest on record and flooding damaged a number of roads in Wiltshire. In long periods of hot weather the surfaces can be damaged by melting, resulting in roads becoming slippery or deforming under traffic loads.
16. In the longer term a more robust highway network, with roads in better condition, would require less reactive maintenance and reduced travelling to respond to potholes and localised defects. A planned maintenance regime would enable the traffic disruption to be kept to a minimum. With unplanned maintenance the delays to traffic and associated fuel consumption could be considerable.

### **Equalities Impact of the Proposal**

17. The improvements in road safety anticipated with increased investment in road maintenance would be expected to benefit all road users, but especially the more vulnerable, including pedestrians, cyclists and other non vehicle users.
18. The highway network is important to local businesses, and to public transport operators. The delays due to un-programmed maintenance and road repairs have been identified as concerns by local businesses. The high profile programme of works to address road conditions will help send

the message that transport is important in Wiltshire and could help to promote inward investment and job creation.

### **Risk Assessment**

19. There are serious risks in connection with road maintenance. These include the safety and reputational aspects of those killed and seriously injured on the highway network. In order to reduce these risks the Council has approved highway inspection and skid resistance procedures in place, but in order to keep the network in safe condition it is important that the highway network has adequate investment.
20. The road condition data collected thorough the technical surveys is used to focus investment on those sites where there is most need and greatest risk. As well as the safety benefits this approach also ensures that best use is made of the limited available funding in order to keep the asset in optimum condition.

### **Risks that may arise if the proposed decision and related work is not taken**

21. The risks to the Council from lack of road maintenance are in terms of claims against the Council as the result of accidents, or in extreme cases prosecution as a result of particular incidents. As well as the safety and cost aspects, there are also significant reputational implications of such events.
22. Not carrying out highway maintenance is likely to lead to declining public satisfaction in the future as road conditions remain the same and no progress is made on improving them.

### **Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks**

23. There is a risk that the proposed investment will not deliver the improvements in road condition anticipated. This risk will be managed by using the technical data to focus the necessary investment on those sections of road where work is required to meet safety requirements, and on those places where it would improve road conditions the most. Effective asset management will reduce this risk and make sure the investment is effective.
24. There is a risk that the investment will not increase public satisfaction with the service. In view of the initial results from those authorities which have made a substantial investment it would appear that satisfaction levels will improve with the investment. However, a programme of publicity, branding and public involvement through the Area Boards will help raise awareness of the project, and will help to reduce this risk.

### **Financial Implications**



25. The Council's approved budget includes provision for the increased investment to deliver the Council's Business Plan with regard to road maintenance.

### **Legal Implications**

26. The Council has a duty under the Highways Act to maintain the county's roads. The highway inspection procedures, policies and improvement plans ensure that this duty is fulfilled. The increased investment and improved road conditions will help the Council meet its responsibilities with regard to road maintenance.

### **Options Considered**

27. The Council considered various options regarding funding levels for future highway maintenance, but it was concluded that an investment of £21 million annually would be realistic and would improve the condition of the county's roads. Less funding would result in not all roads in poor condition being treated, and higher levels of funding were not considered realistic in the present circumstances.

### **Conclusions**

28. The conditions of the road network are important to the public, and this is reflected through the People's Voice and NHT surveys. In order to improve carriageway conditions in Wiltshire, expenditure above anticipated LTP funding levels would be required for a number of years.
29. Increasing the funding to £21 million for six years would provide a significant improvement to the condition of the network, including improving the condition of the unclassified roads, and improving safety on the classified roads by improving 664 kilometres of road. There would be the opportunity to involve the Area Boards to help identify local priorities for treatment.

**Parvis Khansari**  
**Associate Director Highways and Transport**

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Report Author:  
Peter Binley, Head of Highways Asset Management, Wiltshire Council, County Hall, Trowbridge, Wiltshire BA14 8JN  
(e-mail [peter.binley@wiltshire.gov.uk](mailto:peter.binley@wiltshire.gov.uk)).

20<sup>th</sup> March 2014

### **Background Papers**

The following unpublished documents have been relied on in the preparation of this report: None

## **Appendices**

Appendix 1 – Calne Highways Major Maintenance 2014 – 15

Appendix 2 – Calne Proposed Sites Map 2014 – 15

Appendix 3 – Calne Possible Sites 2014 – 2020

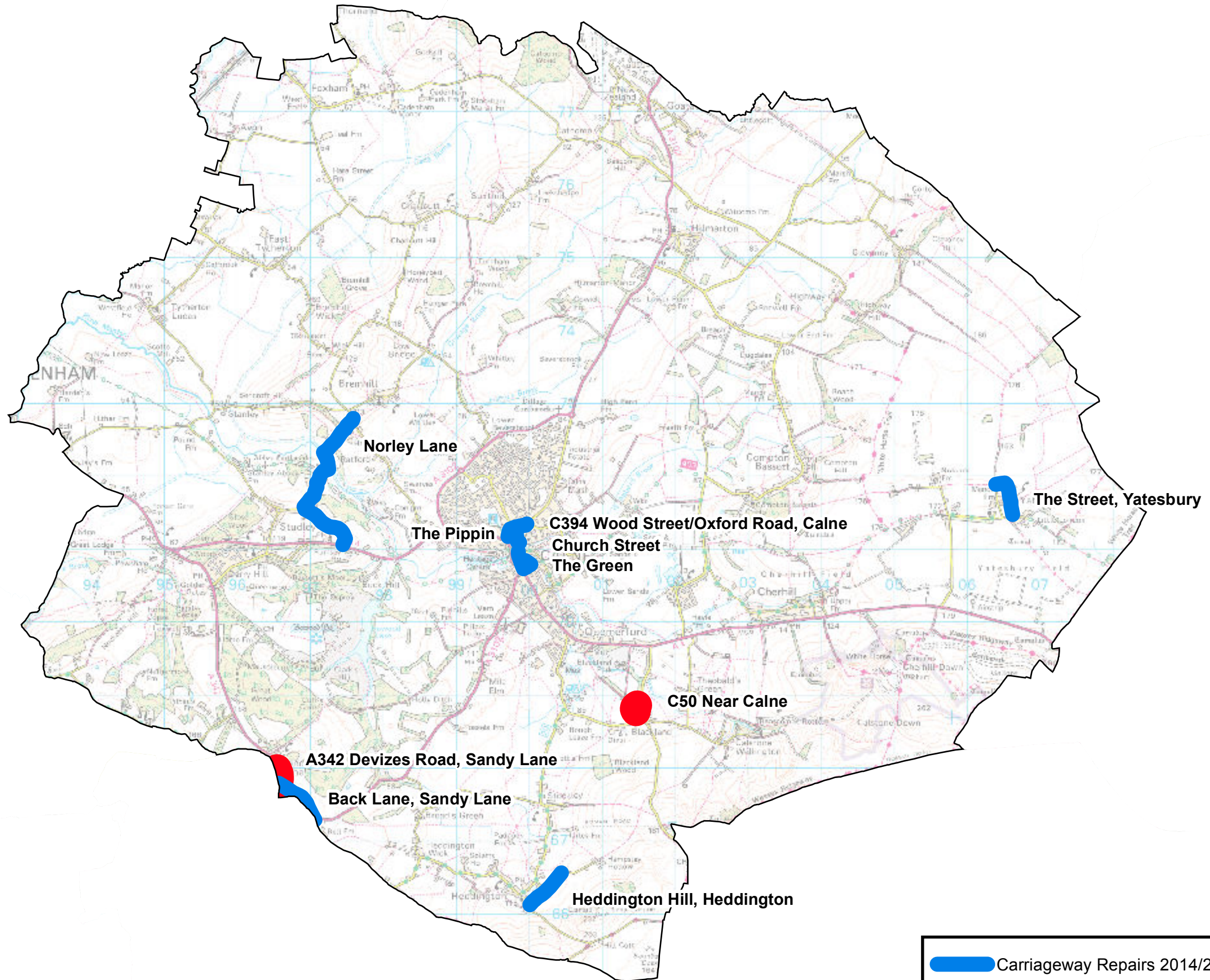
Appendix 4 – Calne Possible Sites Map 2014 - 2020

## Highways Major Maintenance 2014 -2015 – Calne Area Board

Road	Location	Area Board	Recommended Treatment	Average Width (m)	Estimated Length (m)	Est Area of Site (m <sup>2</sup> )
U/C	Heddington Hill - Heddington	Calne	Resurfacing	3	2,200	6,600
U/C	The Street - Yatesbury	Calne	Resurfacing	4.5	580	2,610
U/C	The Pippin (West) - Calne	Calne	Resurfacing	6.5	525	3,413
U/C	Church Street - Calne	Calne	Resurfacing	5.3	380	2,014
U/C	The Green - Calne	Calne	Resurfacing	6.5	370	2,405
U/C	Back Lane, Sandy Lane. Near Calne	Calne	Resurfacing	4	675	2,700
C136, U/C	Norley Lane - Calne Without	Calne	Carriageway Repairs	3	500	1,500
C394	Wood St, Oxford Rd - Calne	Calne	Resurfacing	7	300	2,100
<b>C50</b>	<b>C50, Near Calne</b>	<b>Calne</b>	Resurfacing	<b>7</b>	<b>80</b>	<b>560</b>
<b>A342</b>	<b>A342 Devizes Road near Sandy Lane</b>	<b>Devizes</b>	Resurfacing	<b>6.5</b>	<b>1,000</b>	<b>6,500</b>

\* Sites highlighted in yellow involve skid resistance improvements.







Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
C Class	C134/106	30 MPH EAST TYTHERTON TO TRACK TO BREMHILL GREEN	300	Surface Dressing	1
C Class	C247/121	30 MPH SOUTHEAST AND NORTH TO 30 MPH (HEDDINGTON)	380	Surface Dressing	1
C Class	C113/164	C134 EAST TYTHERTON WEST TO 30 MPH LIMIT to C167	372	Surface Dressing	1
C Class	C118/115	TRACK TO WHITLEY FARM TO C112	391	Surface Course	1
Unclassified	UC047502/2	UC T JUNC WEST TO C15 SOUTH OF MARSH FARM (HILMARTON)	888	Surface Dressing	1
Unclassified	UC006909/1	EBOR PADDOCK (WEST OFF STOCKLEY LANE) CALNE	195	Surfacing	1
Unclassified	UC007006/2	SHELBURNE ROAD (A4 NE TO BREWERS LANE) CALNE	80	Surfacing	1
Unclassified	UC017501/1	CHURCH ROAD ( N JUNC A3102 TO COMPTON RD) HILMARTON	70	Surfacing	1
Unclassified	UC997101/1	ALMA TERRACE CALNE	74	Surfacing	1
Unclassified	UC997107/4	CORFE CRESCENT BACK LANE (SW) CALNE	51	Surfacing	1
Unclassified	UC986601/1	C247 TURNPIKE FARM TOWARDS BEACON HILL	92	Surface Dressing	1
Unclassified	UC027502/10	COMPTON ROAD (30 MPH TO C15) HILMARTON	300	Surface Dressing	1
Unclassified	UC007122/1	PORTE MARSH ROAD (W OFF A3102) CALNE	100	Surfacing	1
Unclassified	UC057101/1	NOLANDS ROAD YATESBURY	160	Surface Dressing	1
Unclassified	UC036906/1	OLIVERS HILL CHERHILL	201	Surfacing	1
A Class	A4	A3102 CURZON ST. MINI TO A3102 SILVER ST. MINI	370	Strengthening	2
A Class	A4	40/50 MPH PEWESHAM TO 40 MPH DERRY HILL	217	Surface Dressing	2
A Class	A342	ENTRANCE TO KENNELS LODGE TO U/C NASH HILL	310	Strengthening	2
A Class	A342	ENTRANCE TO KENNELS LODGE TO U/C NASH HILL	230	Strengthening	2
A Class	A342	CHURCH ROAD TO 40 MPH (DERRY HILL)	274	Surface Course	2
A Class	A4	40 MPH CALNE TO CHILVESTER RBT	200	Surface Dressing	2
A Class	A342	40 MPH TO ENTRANCE TO KENNELS LODGE (SANDY LANE)	234	Surface Course	2
C Class	C118/110	A3102 TO TRACK TO WHITLEY FARM (CALNE)	720	Surface Dressing	2
C Class	C132/101	C111 NORTH TO 40 MPH FOXHAMFOXHAM to 40 MPH FOXHAM	258	Strengthening	2
C Class	C132/101	C111 NORTH TO 40 MPH FOXHAMFOXHAM to 40 MPH FOXHAM	258	Surface Dressing	2
C Class	C118/140	C134 TO EAST TYTHERTON TO C133 TO KELLAWAYS	280	Surface Dressing	2
C Class	C113/132	C136 DUMB POST TO LEFTHAND TURN AT MONUMENT FARM	280	Surface Dressing	2
C Class	C132/110	ENTRANCE TO PARK FARM HOUSE TO UC TO CHRISTIAN MALFORD	270	Surface Dressing	2
C Class	C111/146	ENTRANCE TO WOOD FARM TO C135 CATCOMBE	270	Surface Dressing	2
C Class	C113/151	FOOTPATH TO WICKBRIDGE COTTAGES TO 30 MPH	470	Surface Dressing	2
C Class	C111/125	TRACK TO CADENHAM FARMS TO TRACK TO GODSELL FARM	370	Surface Dressing	2
C Class	C111/134	TRACK TO GODSELL FARM TO ENTRANCE TO WOOD FARM	510	Surface Course	2
C Class	C247/110	UC AT TURNPIKE FARM TO C252 HEDDINGTON WICK to C25	491	Surface Dressing	2
Unclassified	UC977301/1	C113 TO C118 BREMHILL	340	Surface Dressing	2
Unclassified	UC037301/1	C15 TO ENTRANCE TO HIGHWAY FARM (HILMARTON)	982	Surface Dressing	2
Unclassified	UC047501/1	ENTRANCE CORTON MANOR FARM SW TO UC T JUNC (HILMARTON)	250	Strengthening	2
Unclassified	UC996601/1	STOCKLEY ROAD (C247 NE TO C247 HEDDINGTON)	300	Surface Dressing	2

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC967003/1	OLD ROAD (CHURCH ROAD TO A4) STUDLEY	60	Surface Dressing	2
Unclassified	UC007006/1	SHELBURNE ROAD (A4 NE & SE TO T JUNCTION) CALNE	120	Surfacing	2
Unclassified	UC037001/1	MILL LANE CHERHILL	117	Surfacing	2
Unclassified	UC006601/6	C247 NORTHEAST TO RIDING CENTRE (HEDDINGTON)	536	Surface Dressing	2
Unclassified	UC057101/1	NOLANDS ROAD YATESBURY	180	Surface Dressing	2
Unclassified	UC006601/6	C247 NORTHEAST TO RIDING CENTRE (HEDDINGTON)	140	Surface Dressing	2
Unclassified	UC067103/1	THE STREET (YATESBURY LN THE AVENUE)	529	Surface Dressing	2
Unclassified	UC047502/2	UC T JUNC WEST TO C15 SOUTH OF MARSH FARM (HILMARTON)	988	Surface Dressing	2
Unclassified	UC967102/1	NORLEY LANE (A4 TO C136) STUDLEY	180	Surface Dressing	2
Unclassified	UC007005/1	BACK ROAD (CALNE)	225	Surfacing	2
Unclassified	UC027201/1	C15 NORTH PAST FREETH FARM TO TRACK Y JUNCTION	640	Surface Dressing	2
Unclassified	UC037301/2	ENTRANCE TO HIGHWAY FARM TO C15 HILMARTON	460	Surface Dressing	2
Unclassified	UC967003/1	OLD ROAD (CHURCH ROAD TO A4) STUDLEY	60	Surface Dressing	2
Unclassified	UC017707/1	ILES COURT (OFF GOATACRE LANE) GOATACRE	78	Surfacing	2
Unclassified	UC967102/1	NORLEY LANE (A4 TO C136) STUDLEY	300	Surface Dressing	2
Unclassified	UC997108/5	LANSDOWNE CLOSE (SOUTH END TO NORTH WAY) CALNE	86	Surfacing	2
A Class	A4	A3102 SILVER ST. MINI TO C247 STOCKLEY LANE	230	Surface Course	3
A Class	A4	C136 CHURCH RD TO 40 MPH CALNE	265	Strengthening	3
A Class	A342	40 MPH TO ENTRANCE TO KENNELS LODGE (SANDY LANE)	284	Surface Course	3
A Class	A3102	MINI RBT SPORTS CENTRE TO RBT A4	310	Surface Dressing	3
A Class	A4	PARK LANE, CHERHILL TO C139 (TO YATESBURY)	800	Surface Dressing	3
A Class	A342	A4 OLD DERRY HILL TO C136 CHURCH ROAD	340	Surface Dressing	3
A Class	A3102	WIDCOMBE MILL XRDS TO GOATACRE LANE	210	Surface Course	3
A Class	A4	C15 (TO COMPTON BASSETT) TO PARK LANE, CHERHILL	240	Surface Dressing	3
C Class	C112/195	30 MPH EAST TO 30 MPH BREMHILL to 30 MPH LIMIT	303	Surface Course	3
C Class	C112/195	30 MPH EAST TO 30 MPH BREMHILL to 30 MPH LIMIT	303	Surface Dressing	3
C Class	C247/121	30 MPH SOUTHEAST AND NORTH TO 30 MPH (HEDDINGTON)	940	Surface Dressing	3
C Class	C133/105	C113 TO TRACK TO MANOR FARM	330	Surface Dressing	3
C Class	C136/155	UC (TO A4) STUDLEY TO CL HAZELAND BRIDGE	660	Surface Dressing	3
Unclassified	UC027502/10	COMPTON ROAD (30 MPH TO C15) HILMARTON	310	Surface Dressing	3
Unclassified	UC007104/1	WOODHILL RISE (CALNE)	91	Surfacing	3
Unclassified	UC997001/1	COX'S HILL CALNE	64	Surfacing	3
Unclassified	UC007007/1	BREWERS LANE (CALNE)	100	Surfacing	3
Unclassified	UC997123/1	THE PIPPIN CALNE	60	Surfacing	3
Unclassified	UC997128/1	WANSDYKE DRIVE CALNE	80	Surfacing	3
Unclassified	UC026901/1	UC THEOBALDS GREEN TO C/L CALSTONE MILL FOOTBRIDGE	100	Surface Dressing	3
Unclassified	UC037301/2	ENTRANCE TO HIGHWAY FARM TO C15 HILMARTON	180	Surface Dressing	3

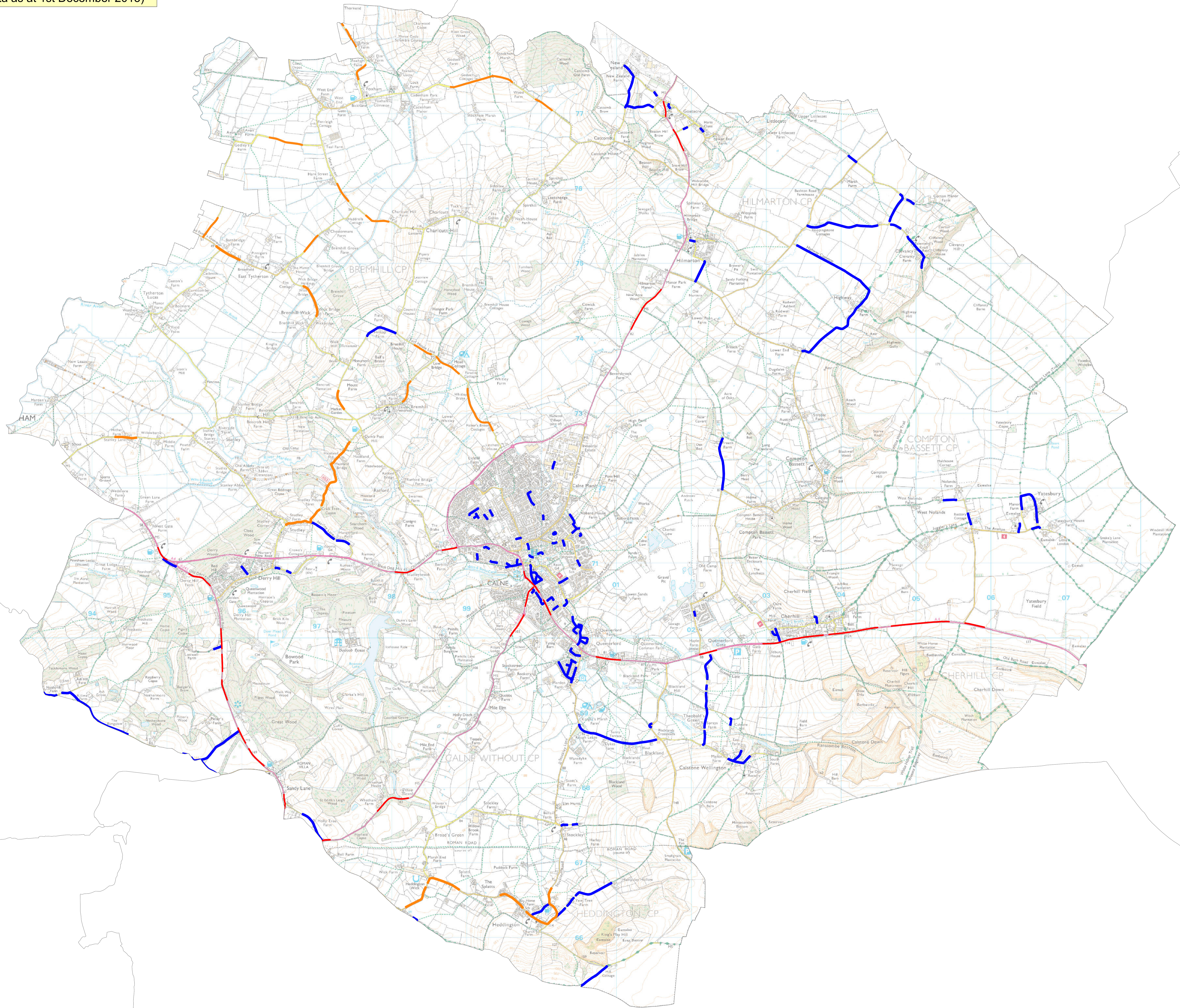


Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC037301/1	C15 TO ENTRANCE TO HIGHWAY FARM (HILMARTON)	1062	Surface Dressing	3
Unclassified	UC997014/1	THE GREEN CALNE	239	Surfacing	3
Unclassified	UC997140/1	CASTLE STREET CALNE	230	Surfacing	3
Unclassified	UC957008/1	DERRY HILL (OFF A342) CALNE	202	Surfacing	3
Unclassified	UC956801/1	NASH HILL (UC THE WARREN TO A342) SANDY LANE	667	Surface Dressing	3
Unclassified	UC047502/3	UC CLIFFANSTY HOUSE SOUTH TO CLEVANCY FARM	155	Surface Dressing	3
Unclassified	UC047501/1	ENTRANCE CORTON MANOR FARM SW TO UC T JUNC (HILMARTON)	360	Surface Dressing	3
Unclassified	UC997015/1	KINGSBURY STREET CALNE	105	Surfacing	3
A Class	A3102	WIDCOMBE MILL XRDS TO GOATACRE LANE	320	Surface Dressing	4
A Class	A4	PARK LANE, CHERHILL TO C139 (TO YATESBURY)	430	Surface Dressing	4
A Class	A3102	A3102/A342 TO BACK LANE to BACK LANE	350	Surface Dressing	4
A Class	A3102	A3102/A342 TO BACK LANE to BACK LANE	350	Surface Course	4
C Class	C136/111	A4 TO C137 STUDLEY to UC (TO A4) STUDLEY	571	Surface Dressing	4
C Class	C118/135	C135 CHARLCUTT TO C134 TO EAST TYTHERTON	340	Surface Dressing	4
C Class	C136/187	CL HAZELAND BRIDGE TO C113 DUMB POST	384	Surface Dressing	4
C Class	C247/110	UC AT TURNPIKE FARM TO C252 HEDDINGTON WICK	410	Surface Dressing	4
C Class	C133/115	UC TO AVON TO C118	460	Surface Dressing	4
Unclassified	UC976701/1	BACK LANE (A3102 TO A342) SANDY LANE	250	Surface Dressing	4
Unclassified	UC037301/2	ENTRANCE TO HIGHWAY FARM TO C15 HILMARTON	840	Surface Dressing	4
Unclassified	UC916904/2	NAISH HILL (BEWLAY COMMON TO TRACK TO ASH HILL)	1030	Surface Dressing	4
Unclassified	UC916904/2	NAISH HILL (BEWLAY COMMON TO TRACK TO ASH HILL)	1030	Surface Dressing	4
Unclassified	UC997016/1	CHURCH STREET CALNE	280	Surfacing	4
Unclassified	UC047601/1	C15 NW TO STREAM (NORTH OF MARSH FARM)	140	Surface Dressing	4
Unclassified	UC997004/1	CASTLEFIELDS (CASTLE STREET) CALNE	60	Surfacing	4
Unclassified	UC017704/1	GOATACRE LANE (GOATACRE)	60	Surfacing	4
Unclassified	UC017705/1	A3102 NORTHWEST TO END AT NEW ZEALAND	180	Surface Dressing	4
Unclassified	UC006501/1	SW AT HILL COTTAGE TO END (HEDDINGTON)	440	Surface Dressing	4
Unclassified	UC047503/1	UC EAST TOWARDS CORTON MANOR FARM HILMARTON	112	Surface Dressing	4
Unclassified	UC026803/1	UC TO EAST FARM (CALSTONE WELLINGTON)	192	Surface Dressing	4
Unclassified	UC067102/1	BACK LANE YATESBURY C139 TO THE STREET	180	Surface Dressing	4
Unclassified	UC956901/1	LOXWELL FARM RD (OFF A342 LOXWELL HEATH)	100	Surface Dressing	4
Unclassified	UC997009/1	SOUTH PLACE CALNE	87	Surfacing	4
Unclassified	UC016802/1	LAYBY SECTION OFF C50 (BLACKLAND)	80	Surface Dressing	4
Unclassified	UC997131/1	SILBURY ROAD (WEST TO EAST) CALNE	100	Surfacing	4
Unclassified	UC006904/1	THE FAIRWAY (CALNE)	319	Surfacing	4
Unclassified	UC997136/1	KEEVIL AVENUE (SPINE) CALNE	80	Surfacing	4
Unclassified	UC067106/1	FROM C139 NE + SE TO END (YATESBURY)	120	Surface Dressing	4

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC997107/1	CORFE CRESCENT (BRAEMOR ROAD) CALNE	70	Surfacing	4
Unclassified	UC006701/1	STOCKLEY HOLLOW (STOCKLEY)	100	Surfacing	4
Unclassified	UC916904/5	NAISH HILL (UC THE WARREN TO C155 WHITE LODGE)	180	Surface Dressing	4
Unclassified	UC017705/1	A3102 NORTHWEST TO END AT NEW ZEALAND	60	Surface Dressing	4
A Class	A3102	ENTRANCE COWAGE FARM TO C15 (C/BASSETT)	690	Surface Course	5
A Class	A4	C15 (TO COMPTON BASSETT) TO PARK LANE, CHERHILL	830	Surface Dressing	5
A Class	A342	U/C NASH HILL TO A3102 JUNCTION. (WANS CROSS)	200	Surface Course	5
A Class	A4	C15 (TO COMPTON BASSETT) TO PARK LANE, CHERHILL	250	Surface Dressing	5
C Class	C112/105	C365 LONDON ROAD TO TRACK RIGHT TO RAILWAY	290	Surface Dressing	5
Unclassified	UC017602/1	A3102 GOATACRE TOWARDS NEW ZEALAND	380	Surface Dressing	5
Unclassified	UC047502/1	UC T JUNC SE TO UC JUNC CLIFFANSTY HOUSE (HILMARTON)	300	Surface Course	5
Unclassified	UC006601/5	C247 NORTHEAST TO RIDING CENTRE (HEDDINGTON)	69	Surface Dressing	5
Unclassified	UC006701/1	STOCKLEY HOLLOW (STOCKLEY)	76	Surfacing	5
Unclassified	UC976701/1	BACK LANE (A3102 TO A342) SANDY LANE	440	Surface Dressing	5
Unclassified	UC006601/6	C247 NORTHEAST TO RIDING CENTRE (HEDDINGTON)	80	Surface Dressing	5
Unclassified	UC047502/1	UC T JUNC SE TO UC JUNC CLIFFANSTY HOUSE (HILMARTON)	160	Surface Dressing	5
Unclassified	UC007118/1	HUNGERFORD ROAD (CALNE)	60	Surfacing	5
Unclassified	UC007012/1	BENTLEY GROVE (CALNE)	133	Surfacing	5
Unclassified	UC006801/1	C247 TO C50 BLACKLANDS	1120	Surface Dressing	5
Unclassified	UC997124/1	GRIERSON CLOSE CALNE	84	Surfacing	5
Unclassified	UC997146/1	NORTHFIELDS (OFF BRAEMOR ROAD) CALNE	78	Surfacing	5
Unclassified	UC067101/1	C139 TO CHURCH YATESBURY	124	Surface Dressing	5
Unclassified	UC997123/1	THE PIPPIN CALNE	80	Surfacing	5
Unclassified	UC047502/1	UC T JUNC SE TO UC JUNC CLIFFANSTY HOUSE (HILMARTON)	200	Surface Dressing	5
Unclassified	UC047502/1	UC T JUNC SE TO UC JUNC CLIFFANSTY HOUSE (HILMARTON)	116	Surface Dressing	5
Unclassified	UC007116/1	OGILVIE SQUARE (CALNE)	80	Surfacing	5
Unclassified	UC017602/1	A3102 GOATACRE TOWARDS NEW ZEALAND	100	Surface Dressing	5
Unclassified	UC007601/1	CATCOMB TO NEW ZEALAND	60	Surface Dressing	5
Unclassified	UC006901/4	WESSINGTON PARK (SPUR LEFT OFF WEST LOOP) CALNE	160	Surfacing	5
Unclassified	UC997141/2	ABBERD WAY (LEFT JUNCTION ABBRED WAY TO END) CALNE	125	Surfacing	5
Unclassified	UC916904/3	NAISH HILL (TRACK TO ASH HILL TO THE BUNGALOW)	100	Surface Dressing	5
Unclassified	UC007102/1	PRINCE CHARLES DRIVE (CALNE)	80	Surfacing	5
Unclassified	UC997106/5	BRAEMOR ROAD BACK LANE (NE TO SW) CALNE	160	Surfacing	5
Unclassified	UC006901/1	WESSINGTON PARK (SPINE A4 TO END) CALNE	321	Surfacing	5
A Class	A4	C139 (TO YATESBURY) TO TRACK (TO YATESBURY FIELD)	280	Surface Dressing	6
A Class	A3102	BACK LANE TO BROADS GREEN	500	Strengthening	6
A Class	A3102	PILLARS LODGE ENTRANCE TO RBT SPORTS CENTRE	340	Surface Dressing	6

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
A Class	A4	C247 STOCKLEY LANE TO C15 (TO COMPTON BASSETT)	340	Surface Dressing	6
C Class	C118/120	C112 TO UC TO WICK HILL	260	Surface Course	6
Unclassified	UC016801/1	C50 BLACKLANDS TO SOUTH FARM CALSTONE	340	Surface Dressing	6
Unclassified	UC007601/1	CATCOMB TO NEW ZEALAND	437	Surface Dressing	6
Unclassified	UC037301/2	ENTRANCE TO HIGHWAY FARM TO C15 HILMARTON	320	Surface Dressing	6
Unclassified	UC916904/4	NAISH HILL (THE BUNGALOW TO UC THE WARREN) LACOCK	460	Surface Course	6
Unclassified	UC956801/1	NASH HILL (UC THE WARREN TO A342) SANDY LANE	250	Surface Dressing	6
Unclassified	UC956801/1	NASH HILL (UC THE WARREN TO A342) SANDY LANE	357	Surface Course	6
Unclassified	UC967102/1	NORLEY LANE (A4 TO C136) STUDLEY	300	Surface Course	6
Unclassified	UC017601/1	COMBE LANE GOATACRE	60	Surfacing	6
Unclassified	UC997141/1	ABBERD WAY (A3102 TO LEFT JUNCTION ABBERD WAY (CALNE)	60	Surfacing	6
Unclassified	UC047602/1	C15 SE TO ENTRANCE CORTON MANOR FARM	71	Surface Dressing	6
Unclassified	UC967001/3	LANSDOWN CRESCENT (EAST) DERRY HILL	120	Surfacing	6
Unclassified	UC006906/1	CHARLIEU AVENUE (CALNE)	223	Surfacing	6
Unclassified	UC007111/1	WESSEX CLOSE (CALNE)	51	Surfacing	6
Unclassified	UC997121/1	BAYDON GROVE CALNE	226	Surfacing	6
Unclassified	UC007103/1	THE SLADES (CALNE)	144	Surfacing	6
Unclassified	UC006901/3	WESSINGTON PARK (WEST LOOP) CALNE	204	Surfacing	6
Unclassified	UC007106/2	HONEY GARSTON (CIRCLE) CALNE	104	Surfacing	6
Unclassified	UC037301/2	ENTRANCE TO HIGHWAY FARM TO C15 HILMARTON	500	Surface Dressing	6
Unclassified	UC027002/1	BOYLE AVENUE (EAST OFF C15) COMPTON BASSETT	62	Surfacing	6
Unclassified	UC006905/1	ROOKERY PARK (CALNE)	221	Surfacing	6
Unclassified	UC037002/1	OLIVERS CLOSE CHERHILL	106	Surfacing	6
Unclassified	UC006901/2	WESSINGTON PARK (EAST LOOP) CALNE	248	Surfacing	6
Unclassified	UC006902/1	THE RISE (CALNE)	80	Surfacing	6
Unclassified	UC006907/1	BAY CLOSE (CALNE)	54	Surfacing	6
Unclassified	UC916904/3	NAISH HILL (TRACK TO ASH HILL TO THE BUNGALOW)	100	Surface Dressing	6
Unclassified	UC977301/1	C113 TO C118 BREMHILL	60	Surface Dressing	6
Unclassified	UC916904/3	NAISH HILL (TRACK TO ASH HILL TO THE BUNGALOW)	100	Surface Dressing	6
Unclassified	UC977301/1	C113 TO C118 BREMHILL	280	Surface Dressing	6
Unclassified	UC916904/4	NAISH HILL (THE BUNGALOW TO UC THE WARREN) LACOCK	80	Surface Dressing	6
Unclassified	UC026801/1	UC CALSTONE TO A4 QUEMERFORD	200	Surface Dressing	6
Unclassified	UC026801/1	UC CALSTONE TO A4 QUEMERFORD	480	Surface Dressing	6
Unclassified	UC026801/1	UC CALSTONE TO A4 QUEMERFORD	59	Surface Dressing	6
Unclassified	UC026801/1	UC CALSTONE TO A4 QUEMERFORD	362	Surface Dressing	6







**CALNE AREA BOARD**  
**3 June 2014**

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**Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2014/15**

**1. Purpose of the Report**

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2014/15.

**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 in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2014/15.

**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 in Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget of 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 of 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 in Appendix B; and
  - c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.

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**Appendices:**

Appendix A – list of appointments to Outside Bodies

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

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

**Unpublished background documents relied upon in the preparation of this report**

None.



## Appointments to Working Groups Calne Area Board

### Community Area Transport Group:

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

### Shadow Community Operations Board (COB):

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

### Sandpit Road:

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

### Air Quality:

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

### Skate Board Park:

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



**WILTSHIRE COUNCIL OUTSIDE BODIES**

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



## **COMMUNITY AREA TRANSPORT GROUP (CATG)**

### **TERMS OF REFERENCE**

#### **Membership of the CATG**

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

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

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

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

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

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

#### **Appointment of CATG Members**

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

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

#### **Media Relations**

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

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

### **Meetings**

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

### **Officer Support**

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

### **Terms of Reference**

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

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



**Terms of Reference**

1. Small scale transport schemes – discretionary funding

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

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

*(Cabinet Member Decision HT-021-10)*

2. Small scale transport schemes – substantive funding

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

*(Cabinet Member Decision HT-026-11)*

3. Speed Indication Devices

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

*(Cabinet Member Decision HT-023-11)*

4. C & UC roads speed limit review

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

*(Cabinet Member Decision HT-027-11)*

5. Waiting restrictions

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

*(Cabinet Member Decision HT-031-11)*

6. Other decisions

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

# CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

## Campus & Operational Estate Management Workstream

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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:

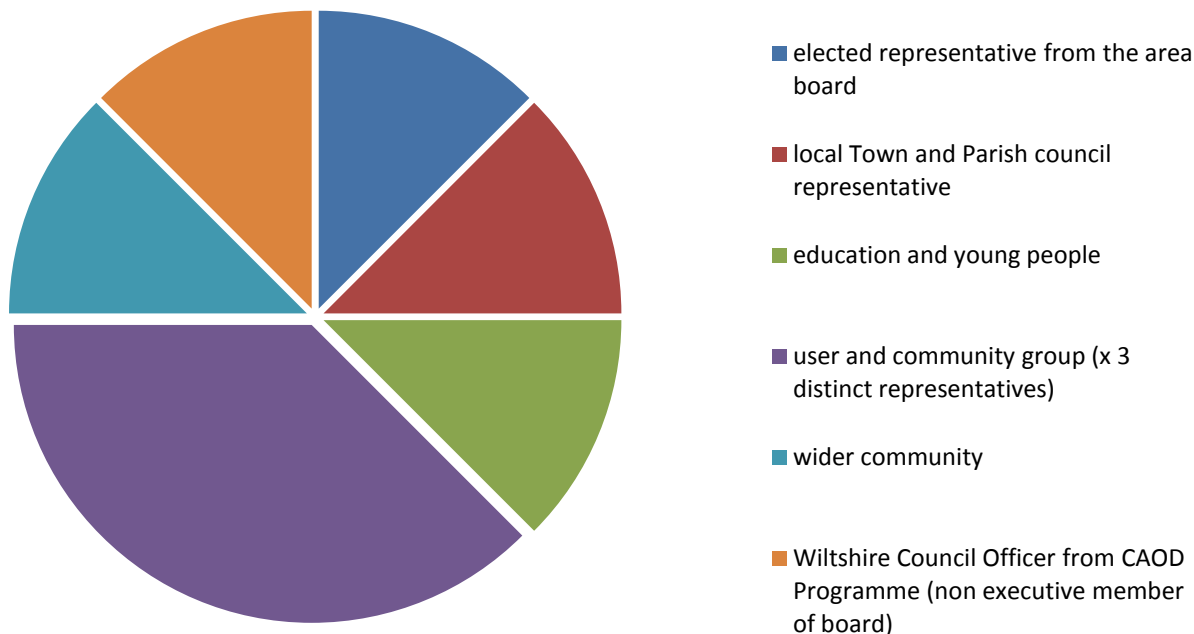
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive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

Version3 – 5/4/11

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

### 3 Membership

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



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

### 4 Roles and responsibility

#### 4.1 Community leadership & engagement

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

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

#### **4.2 Responsibility for outcomes**

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

#### **4.3 Project coordination and reporting**

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

#### **4.4 The role of Wiltshire Council**

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

### **5 Outcomes**

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

### **6 Confidentiality**

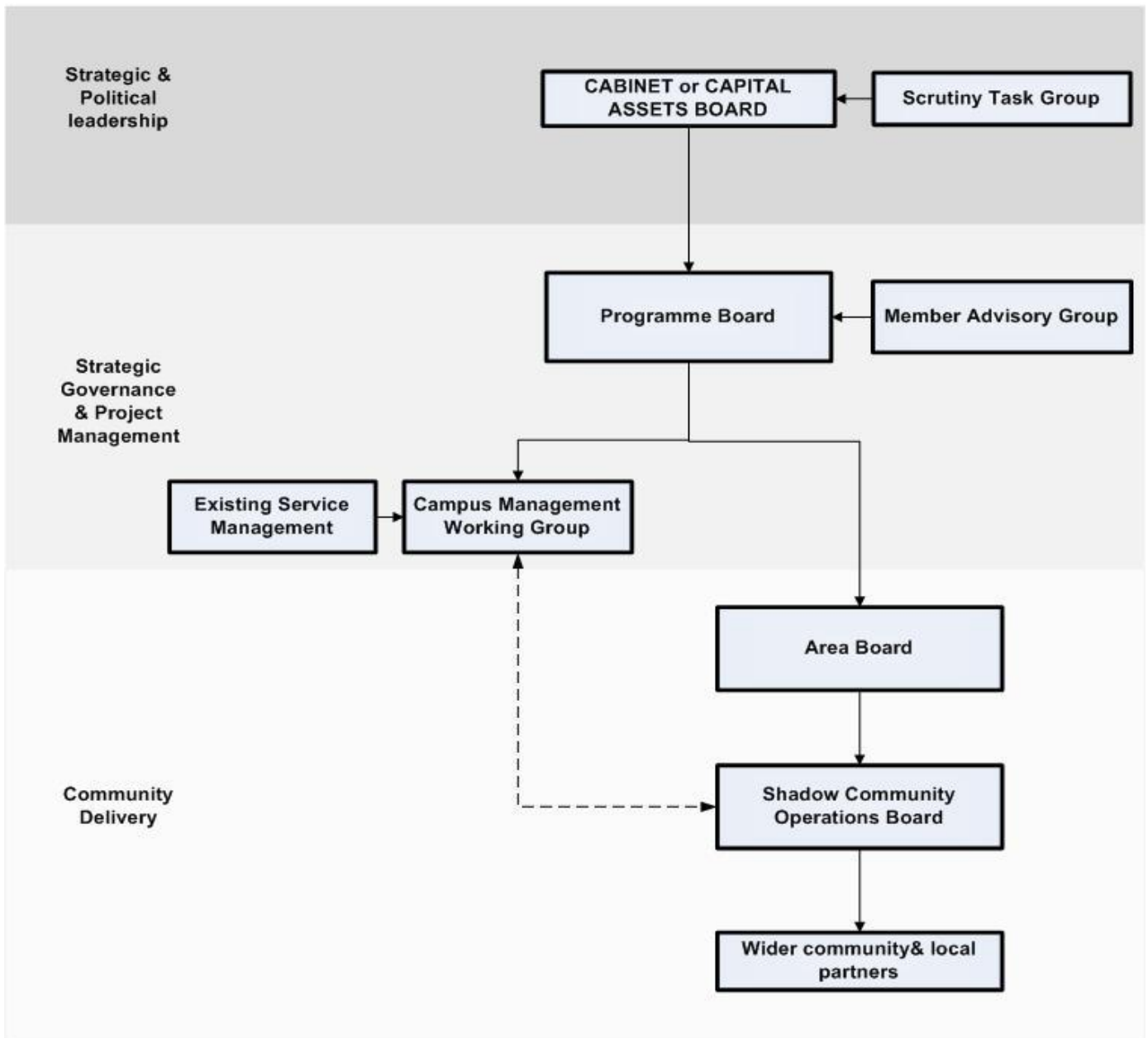
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or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

**7 Governance Arrangements**

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

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

**Preliminary Management Project Governance Arrangements**



## AREA BOARD for the Calne Community Area

### Highways Working Group (CATG)

Notes of the Working Group Meeting: 30<sup>th</sup> April 2014

**Attendees:** Cllr Alan Hill (Wiltshire Council), Charles Boase (Calne Town Council), Ed Jones (Focus on Five Parish forum), Richard Tucker (Bremhill Parish Council), David Evans (Cherhill Parish Council), Anne Henshaw (Calne Community Area Partnership), Mark Stansby (Wiltshire Council Senior Traffic Management Engineer), Spencer Drinkwater (Wiltshire Council Principal Transport Planner), Jane Vaughan (Wiltshire Council - Calne Community Area Manager).

1. **Apologies:** Martin Cook (Wiltshire Council, Area Highways Engineer)

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

2. **Community Speedwatch**

JV advised that a Metro count request has been submitted for Woodsage Way, Calne and that a local resident has indicated that a Speedwatch group is likely to be put together if it is appropriate.

Richard Tucker reported that the Bremhill group has undertaken the Speedwatch training programme.

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

A Parish Councillor from Bremhill had been in contact suggesting that the SID at East Tytherton was not in the best position. Richard Tucker felt this was not necessarily the view of the whole Parish Council, but they were keen to identify additional measures to improve road safety in the area. JV was asked to respond and request that an issues sheet be submitted.

4. **Update on existing/outstanding works and priorities**

- 4.1. **Maud Heath Causeway:** MS reported that trial holes have been dug, that a drainage survey has been undertaken and that a topographical survey has been ordered but not yet implemented. More information will be available at the next meeting when it is hoped that 3 estimates may be available.

#### ACTIONS

JV to follow up

#### **4.2. Woodsage Way to Lickhill Road:**

MS presented a potential scheme for traffic calming measures in the area. The estimated cost of this scheme was £16,500. The group felt this represented a good approach and that it should be considered for prioritisation/approval by the Area Board (plan attached - appendix 1).

MS presented a second potential scheme relating to traffic calming/pedestrian crossing points on Lickhill Rd. /North Street. The group discussed this scheme at length and felt that it was a good approach to an issue that the community is keen to address. The estimated cost of this scheme was £35,000 The group felt this should also be presented to the Area Board for prioritisation/approval. (Plan attached – appendix 2).

Alan Hill report to Area Board

Alan Hill report to the Area Board

#### **4.3. Springfield School Crossing:**

MS reported that a pedestrian and vehicle survey had been ordered.

#### **4.4. Bus Shelter at Springfield School:**

A site visit had taken place in preparation for design to take place.

#### **4.5. Stockley Bus Stop:**

MS reported that final designs have now been completed and it was hoped that news about installation would be available at the next meeting.

#### **4.6. Signage at Phelps Parade:**

MS reported that this scheme, to install new 'no cycling' signage was ready to be implemented and completion would take place when staffing resources became available.

#### **4.7. Bentley Lane road safety:**

MS presented a draft scheme for improvements to pavements in the area (appendix 3.) The estimated cost of this scheme was £4,000. The group considered the scheme and some discussion took place around the potential need/value of including barriers and the practicalities incorporating them into the design. It was felt that the plan, as presented, was the best approach and that this should be presented to the Area Board for prioritisation/approval.

Alan Hill report to the Area Board

### **5. Calne CATG budget**

The group was provided with details of the current balance of the CATG budget (appendix 4).



## 6. Speed Limit Review (C & u/c roads)

2012/13 Review – MS reported that a report relating to this review is due at the end of May. JV reported that Compton Bassett Parish Council had expressed concerns (via the local Area Board Councillor) about speed limit on the C15. It was noted that this route had been the subject of a speed limit review in 2012/13 the results of which recommended no change. Consultation took place following this result, which was referred to the Parish Council in September 2013. No comments from Compton Bassett PC. were received in response to this consultation exercise, although comments were received relating to the same route further north within the Royal Wootton Bassett and Cricklade Community Area.

New routes for consideration – The group considered there were no current issues relating to routes appropriate for a speed limit review of C & u/c roads) and that future routes should be brought to the CATG through the Area Board Issues system.

## 7. Wiltshire Council Policy on 20mph speed limits and zones:

The Area Board had requested Town and Parish councils nominate potential routes and zones to be considered as 20mph areas. It was noted that, successful limits and zones would require funding by the CATG.

The Calne Area Board had received 4 nominations in Cherhill (appendix 5a), Yatesbury (app. 5b), Station Road Calne (app. 5c) and Stickleback/School Rd. Calne (app. 5d). The group discussed the relative merits of each proposal and agreed unanimously to recommend that the Area Board selects Cherhill and Stickleback/School road and that Yatesbury and Station Road Calne be added to a list for consideration in 2015/16

## 8. Requests for Minor Traffic Signing Improvements and De-cluttering.

No requests had been received, JV was asked to circulate information to the Town and Parish Councils.

## 9. Recently received issues on the Area Board system

The group discussed all issues currently live on the Area Board issues system including:

**3350 Fishers Brook** – request for horse warning signs. The group was concerned that this issue could lead to similar requests from all over the Community Area. It was decided that the Parish Council should be contacted to establish if they would support this request and be asked for their comments.

Alan Hill report to the Area Board.

JV circulate to Town & Parishes.

JV request comments from the Parish Council

**3307** Mile Elm – Traffic speed/road safety. MS/JV reported that they had met with the local Neighbourhood Policing Team, The Sector Inspector and Traffic Police to discuss this issue. At this meeting it had been noted that it would be standard procedure to await the outcome of the inquest that is linked to a recent incident in the area before undertaking any significant actions. However there may be some minor works that could be undertaken in the interim. It was also felt that it would be appropriate to undertake a Metro count in the area to establish current speeds in the area. Ed Jones reported that the Parish Council has discussed this issue and consider it to be a priority for them. It was decided that a joint approach should be taken between the Area Board/CATG/Parish Council and Wiltshire Police. The CATG would request a metro count and JV would liaise with Wiltshire Police and the Parish Council to deliver a joint letter to local residents explaining the approach that would be taken to address this issue.

JV – request Metro count at Mile Elm.

JV liaise with Wiltshire Police and Calne Without Parish Council

**3298** A4 Yatesbury Junction – road safety. This issue referred to poor repair of road markings and signage. MS reported that he had looked at the area and felt that this was more than a maintenance issue and that potential improvements could be made in the area. Mark was asked to undertake a study and feedback to the next meeting.

MS undertake study and feedback to next meeting.

**3178** A4 near to 57 Curzon Street, Calne - extension of zigzags at the pedestrian crossing. JV reported that she was awaiting a response from the resident ensuring they understood and were happy that this action would result in them losing parking from outside of their home. It was decided that, once this was received, JV should contact the Town Council to gain their comments/support.

JV contact Calne TC for comments.

**3170** Oxford Road, Calne – Concerns about traffic speed. JV reported that results of a Metro count had been received showing that, between 31/03/2014 and 07/04/2014 a total of 28196 vehicles were checked. The 85<sup>th</sup> percentile was 32mph (The 85<sup>th</sup> percentile is the speed at which 85% of the traffic is travelling at or below). Criteria for the threshold for interventions in a 30mph speed limit dictates that no further action should be taken where the 85<sup>th</sup> percentile is between 30 and 34.9mph. The group therefore requested that this issue be removed from the system and it be noted that another request for a metro count will not be accepted at this or close surrounding area for another 12 months.

JV close issue

Alan Hill report to the Area Board.

**3147** A3102, Calne Bypass – it was noted that this is not an area board issue, but has been kept on the list so that the Area Board can be kept informed. The Local Highways & Streetview Area Co-ordinator was not present at the meeting and so no update was available. JV was asked to request an update for the next meeting.

JV request update

**3117** Isis Close, Calne – Parking issues relating to local primary school. It was noted that this issue is still awaiting the outcome of the waiting restriction review. Jamie Mundy, Senior Traffic Technician has advised that it is anticipated this will be signed off in June and any installation works will then be programmed later in the summer.

**2827** Church Road, Derry Hill – Speeding traffic. JV reported that results of a Metro count had been received showing that, between 25/03/2014 and 10/04/2014 a total of 13891 vehicles were checked. The 85<sup>th</sup> percentile was 28.6mph (The 85<sup>th</sup> percentile is the speed at which 85% of the traffic is travelling at or below). The group noted that this result would constitute no further action in a 30mph area. However there was no guidance for 20mph limits. JV was asked to contact officers for further clarification.

**1807** North Street, Calne – Road safety, speeding traffic. The group felt that this linked to the existing Area Board priority referred to in 4.2 it should therefore be noted on the system.

**3355** North Street/Lickhill Rd, Calne – Road safety, speeding traffic – the group discussed as per previous issue (1807)

JV gain further clarification.

JV update system.

JV update system.

## 10. CCAP Transport Strategy Plan

Anne Henshaw provided the group with an update of the progress of the CCAP Transport Strategy Plan. The CCAP working group had prepared a questionnaire that it would send out to a wide range of people with help from the local schools and local networks like Our Community Matters, and the Partnership mailing lists. They had already met Jane Vaughan to discuss the community aspect of the questionnaire and would like Spencer Drinkwater to have a look at it too, to provide additional advice. The group intended to run the consultation period over 3 months.

SD provide advice to Anne Henshaw re. draft questionnaire

## 11. Prioritisation of schemes for 2014/15

The group discussed schemes that could be implemented in the current financial year based upon the CATG budget and those schemes that have had plans produced and have been costed. MS and SD explained that it may be possible to apply to the Substantive Highways Scheme for additional funding. It was unanimously agreed that schemes should be recommended to the Area Board as follows:

**11.1.** Bentley Lane road safety improvements Total cost £4,000 to be implemented using the Calne CATG budget.

**11.2.** Woodsage Way Lickhill Road traffic calming schemes Total cost £51,500, allocate £25,300 from the Calne CATG budget request a contribution from Calne Town Council and submit a Substantive Highways Scheme bid for the remainder.

Alan Hill report to the Area Board

## **12. Recommendations to the Area Board:**

**12.1. Approve a scheme, allocate £25,300 from the CATG budget, request a contribution from Calne Town Council and submit a bid to the Substantive Highways Scheme in order to implement traffic calming/road safety improvements at Woodsage Way/North Street/Lickhill Road, Calne. (relates to 4.2 and 11.2 above).**

**12.2. Approve a scheme and allocate £4,000 from the CATG budget to implement road safety improvements at Bentley Lane, Calne (relates to 4.7 and 11.1 above).**

**12.3. Select Cherhill and Stickleback Rd / School Road, Calne nominations as areas to be considered for 20mph speed limits/zones. And add Yatesbury and Station Road proposals to a list for consideration in 2015/16. (relates to 7 above).**

**12.4. To note actions laid out in these meeting notes**

**12.5. To note discussions/actions relating to new issues and existing priorities.**

## **13. Date of next meeting**

Jane Vaughan was asked to arrange the next meeting for July 17<sup>th</sup> 2014 at the Calne Community Hub.

Alan Hill make recommendations to the Area Board.

JV arrange next meeting



NOTES:

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Traffic & Network Management  
County Hall, Bytesssea Road, Trowbridge  
Wiltshire, BA14 8JD  
Tel: 0300 4560100  
Website: www.wiltshire.gov.uk

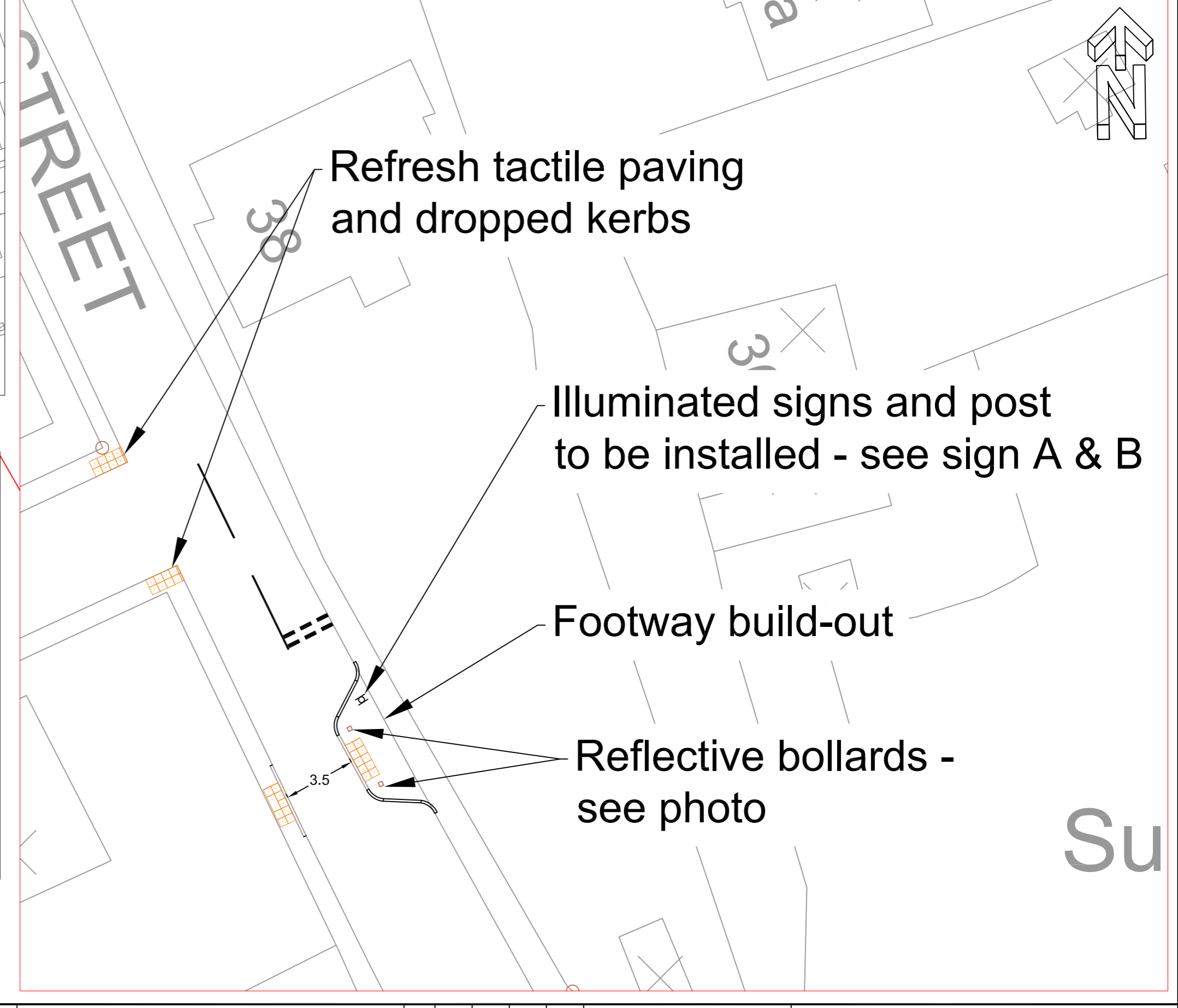
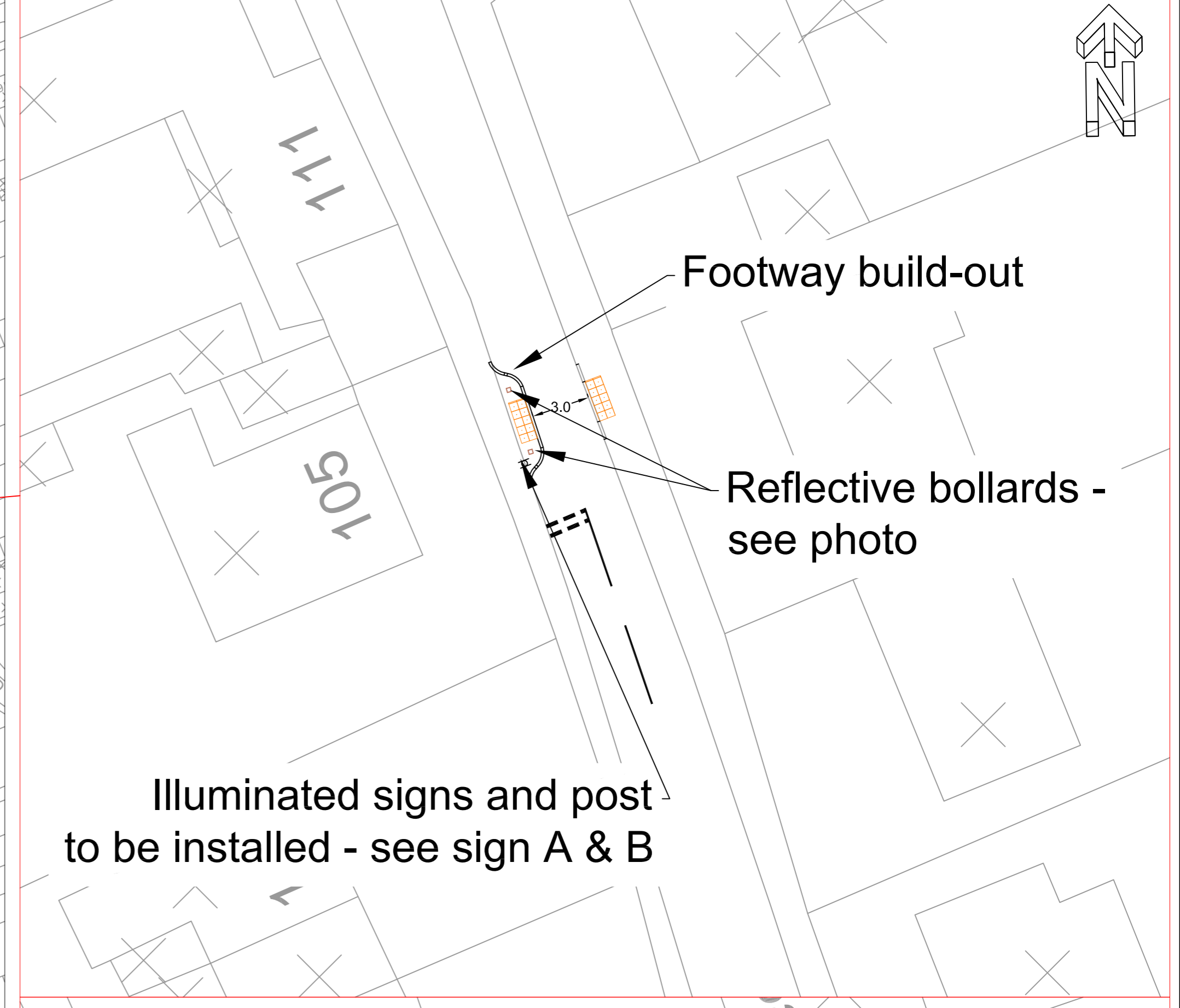
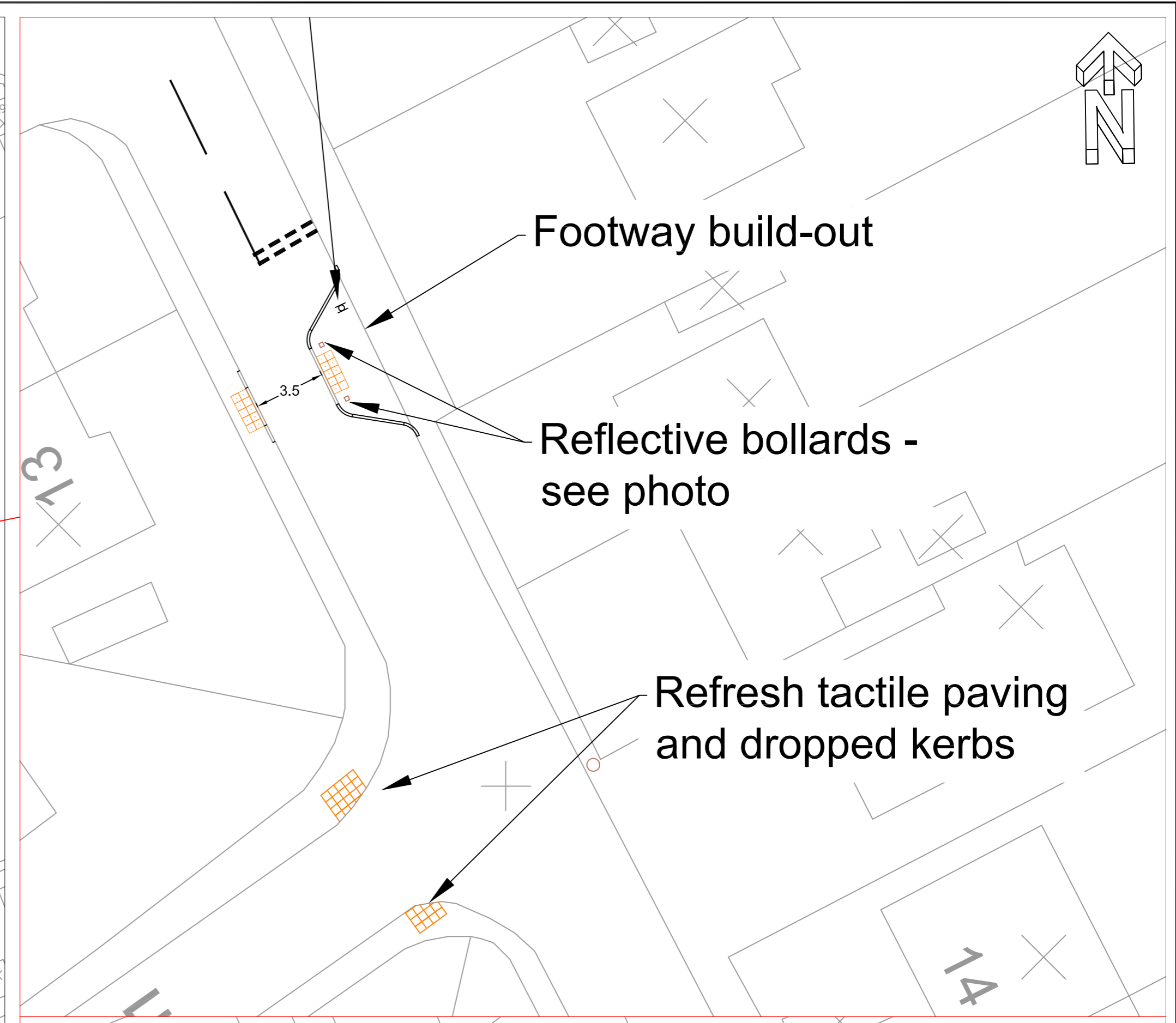
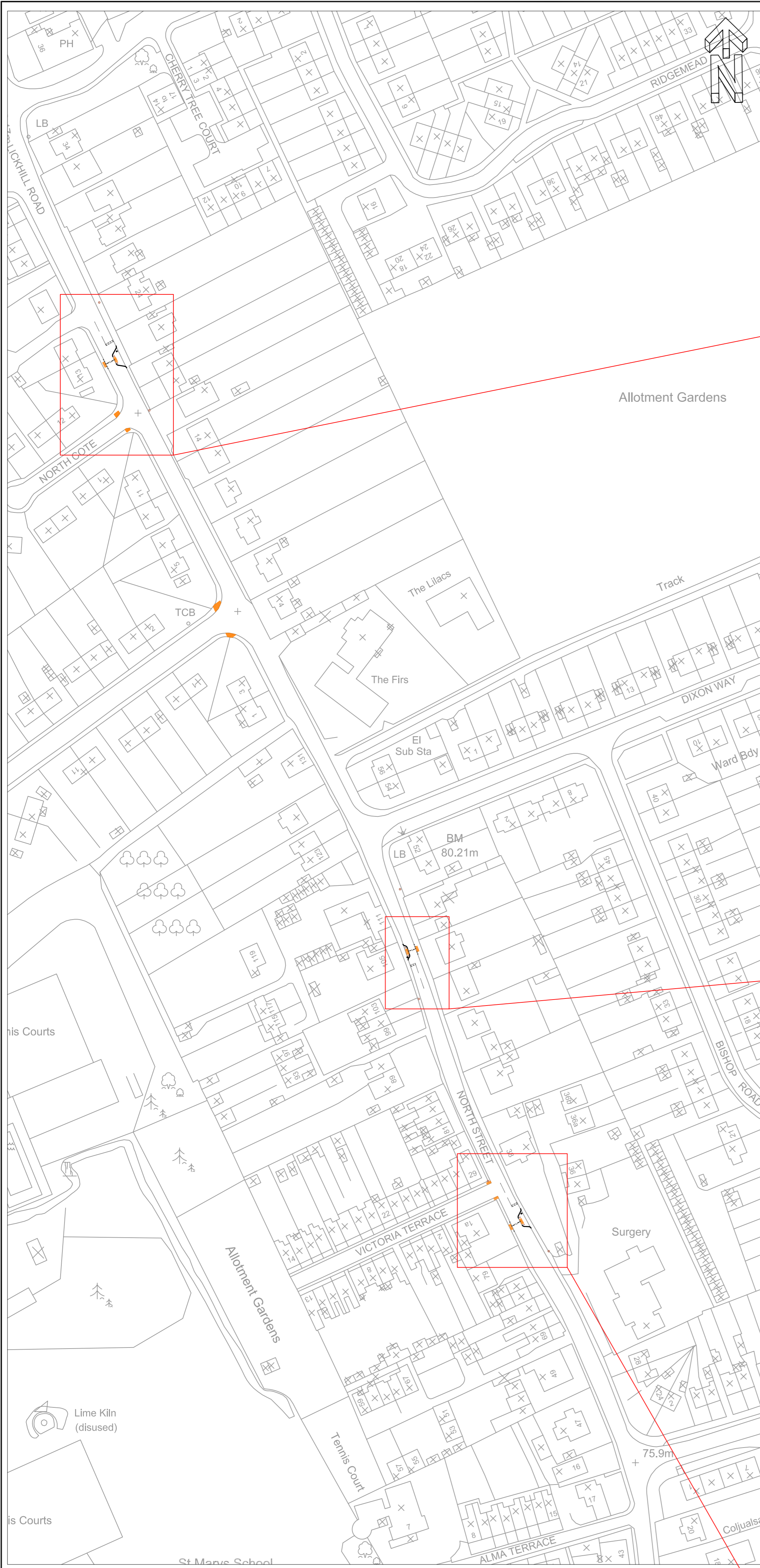
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PROJECT:	CALNE COMMUNITY AREA TRANSPORT GROUP		
DRAWING TITLE:	WOODSAGE WAY CALNE JUNCTION TREATMENT		
SCALES:	1:500	SHEET SIZE:	A3
DRAWING No.		REVISION:	0
FILE REF:			

REV	DATE	DRAWN	CHECK	APPROV	DESCRIPTION
0	04/14	KR	MS	MS	ORIGINAL

DRAWING PURPOSE:  
**DISCUSSION**





Sign A



Sign B



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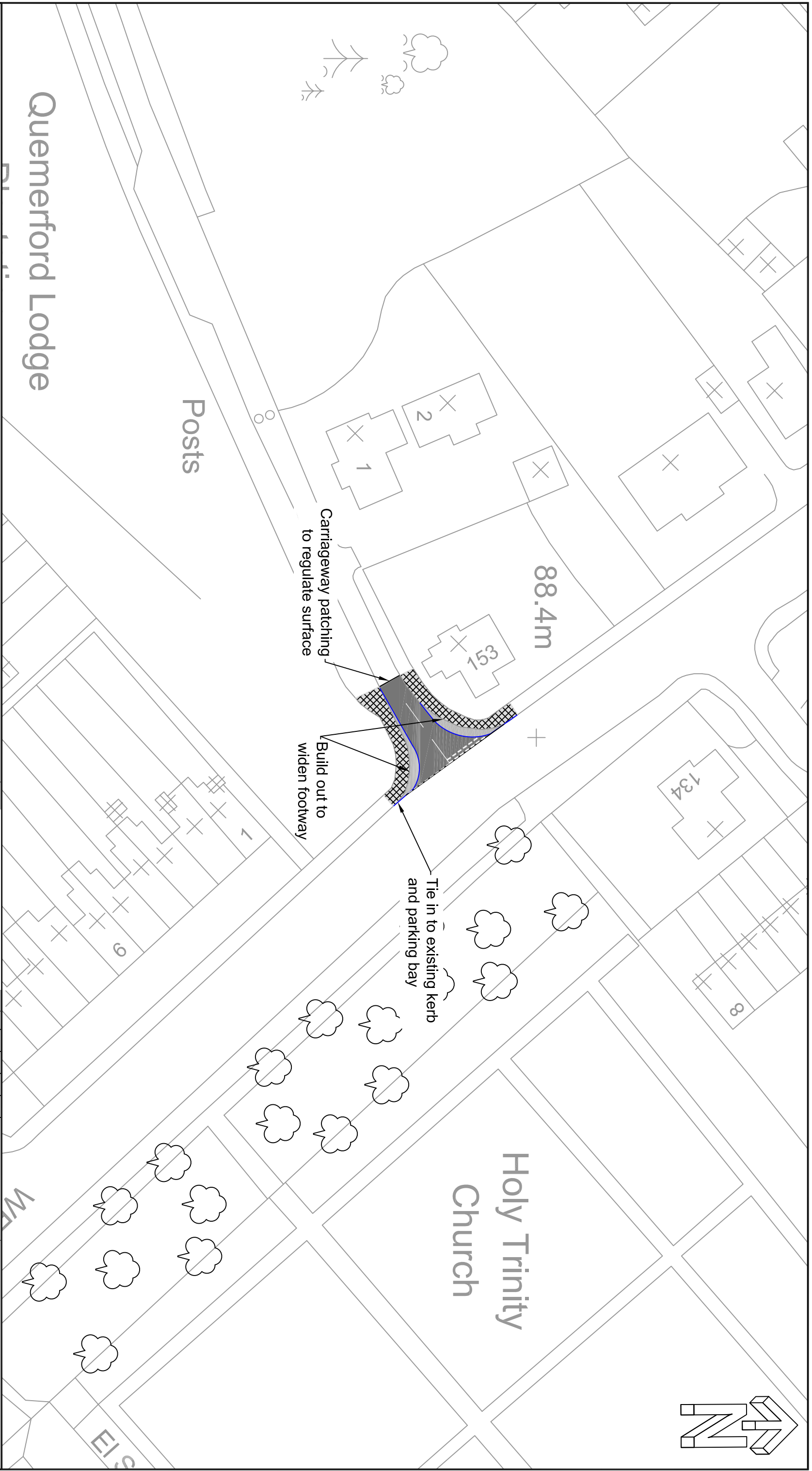
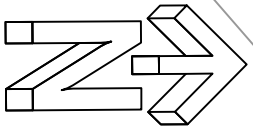
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F						
E						
D						
C						
B						
A						
O	25/04/14	KR	...	...	...	ORIGINAL
REV	DATE	DRAWN	CHECK	APPRV	DESCRIPTION	
DRAWING PURPOSE:						DRAFT

PROJECT:		CALNE COMMUNITY AREA TRANSPORT GROUP LICKHILL ROAD/NORTH STREET CALNE	
DRAWING TITLE:		PEDESTRIAN IMPROVEMENTS AND TRAFFIC CALMING FEASIBILITY DESIGN	
SCALES:	AS SHOWN	SHEET SIZE:	A1
DRAWING No.		REVISION:	
FILE REF:			







Quemerford Lodge

Posts

88.4m

Carriageway patching  
to regulate surface

Build out to  
widen footway

Tie in to existing kerb  
and parking bay

Holy Trinity  
Church

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REV	DATE	DRAWN	CHECK	APPROV	DESCRIPTION
O	04/14	KR	MS	MS	ORIGINAL
A					
B					
C					
D					
E					
F					

DRAWING PURPOSE:	
DISCUSSION	

PROJECT:	CALNE COMMUNITY AREA TRANSPORT GROUP		
DRAWING TITLE:	BENTLEY LANE, CALNE FOOTWAY WIDENING		
SCALES:	1:500	SHEET SIZE:	A3
DRAWING No.		REVISION:	0
FILE REF:			



Calne CATG expenditure 2014 / 15 as of 09/04/14

Budget £12,465 + £20,404.91 c/fwd = £32,869.91

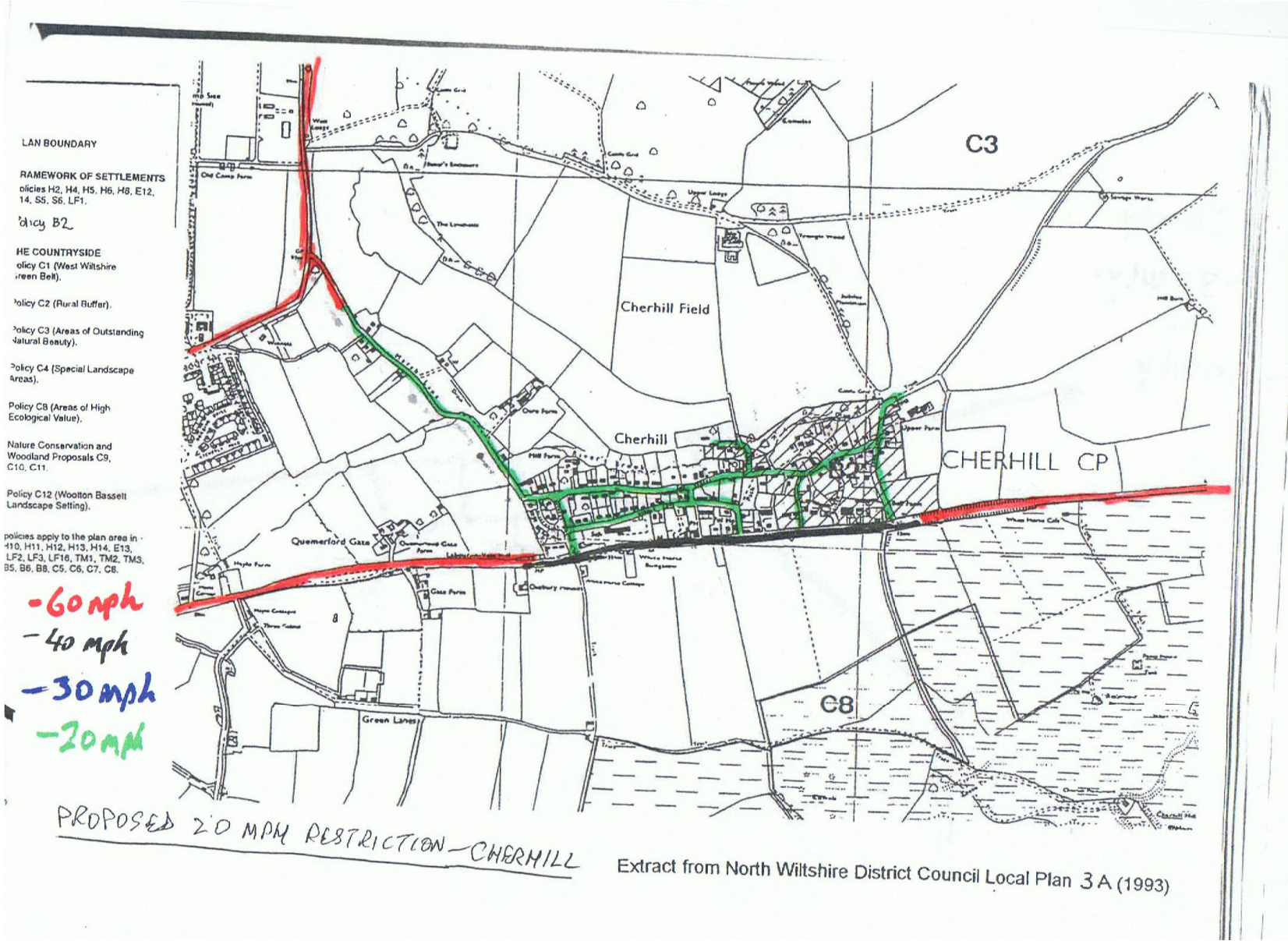
Scheme	Estimate	CATG Commitment	Expenditure	Projected Spend
Calne Woodsage Way / Lickhill Rd Traffic Management	£Unknown	£0,000	£0,000	£0,000
A4 Calne Springfield Crossing (feasibility study)	£1,500.00	£1,500.00	£0,000	£1,500.00
Stockley Bus Stop	£2,300.00	£1,800.00	£0,000	£2,300.00
Calne Phelps Parade No cycling signs	£250.00	£250.00	£0,000	£250.00
Calne Bentley Lane Footway improvements	£Unknown	£0,000	£0,000	£0,000
Calne Springfield Bus Shelter	£5,000.00	£0,000	£0,000	£5,000.00
Totals	£9,050.00	£3,550.00	£0,000.00	£9,050.00

Budget	£32,869.91
Projected Spend	£9,050.00
Balance	£23,819.91

Contributions		
Stockley Bus Stop	£500.00	Calne Without Parish Council - to be collected upon completion
Calne Springfield Bus Shelter	£5,000.00	Calne Area Board – to be collected upon completion
Total contributions	£5,500.00	

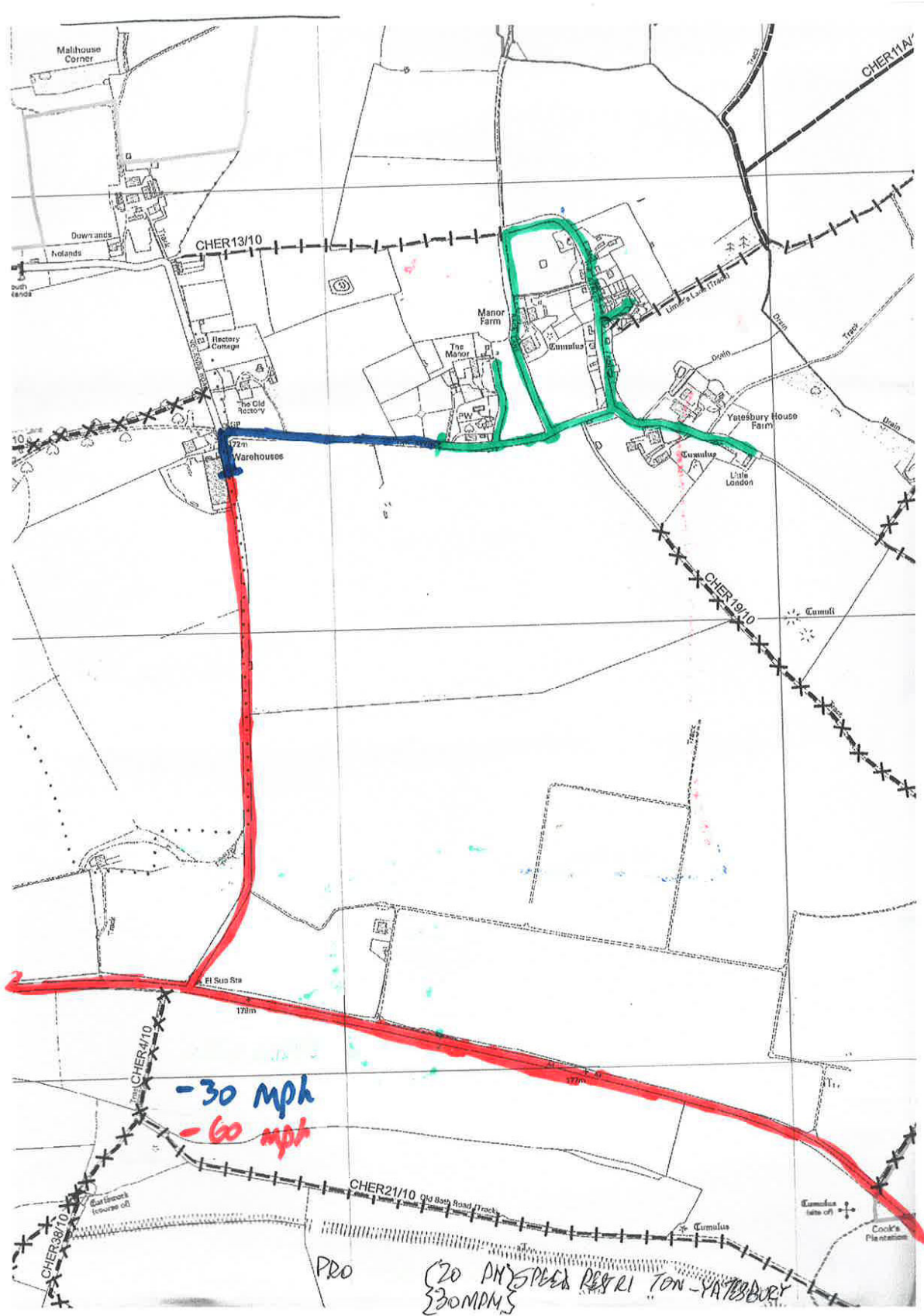
Overall Balance £29,319.91





20mph Speed limit/zones – proposal from Cherhill Parish Council

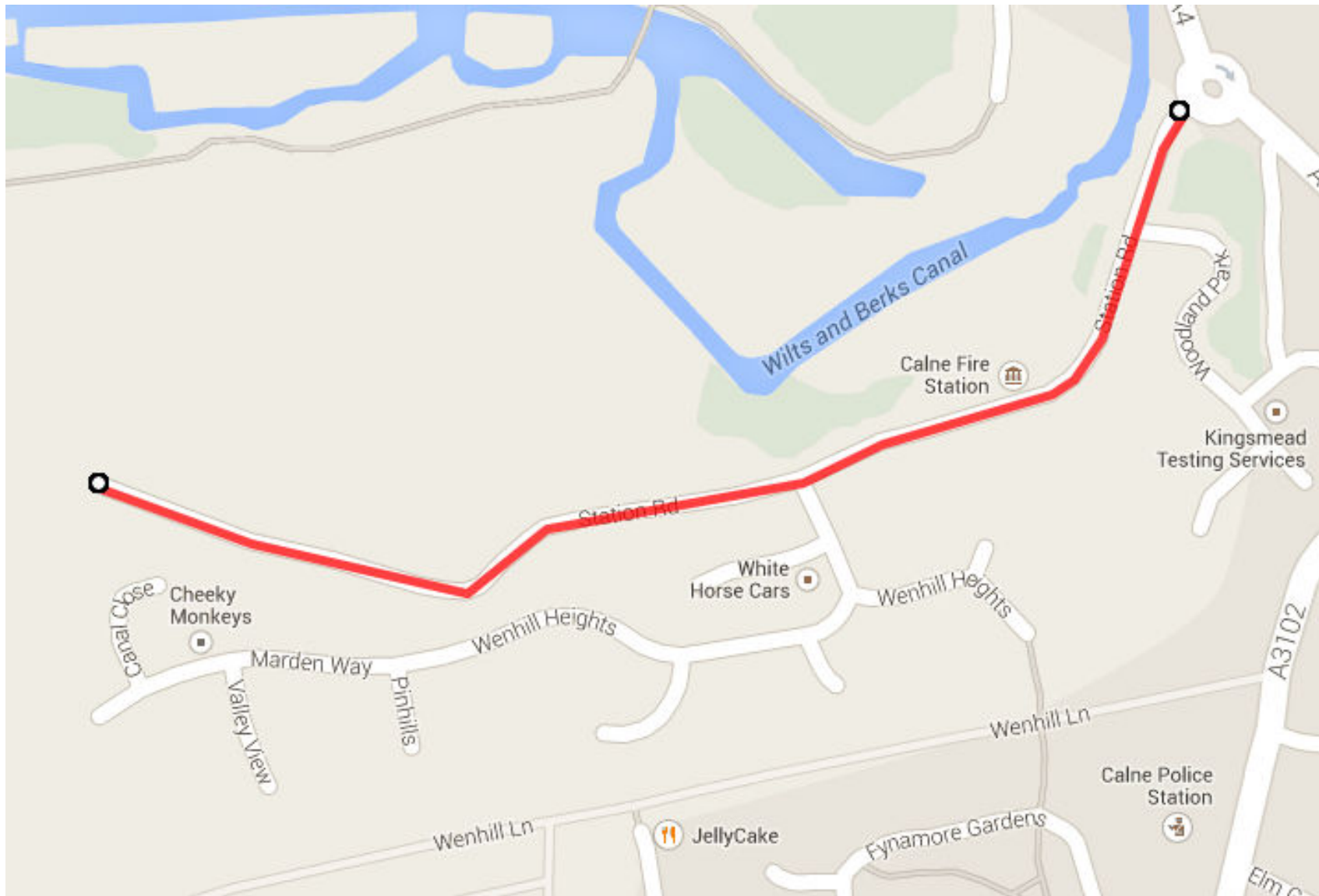




20mph Speed limit/zones – proposal from Cherhill Parish Council







20mph Speed limit/zones – proposal from Calne Town Council





School rd/Stickleback rd area 20mph speed limit/zone proposal from Cllr Martin Stebbing



**WILTSHIRE COUNCIL**

**CALNE AREA BOARD  
3 JUNE 2014**

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**Calne Community Area Partnership (CCAP) Claim for Core Funding 2014/2015**

**1. Purpose of the Report**

- 1.1. To seek the Board's approval to core funding to CCAP covering the financial year 2014/15 to be agreed at this meeting, 3 June 2014 so that it can be paid into CCAP's bank account immediately.

**2. Background**

- 2.1. Officers are required to provide recommendations in a report, however the decision to support the community partnership and to what level, is made by Wiltshire Councillors on this Area Board.
- 2.2. There will be one tranche of funding to community partnerships during 2014/15. Details of this are contained within this report.
- 2.3. Calne Area Board has been allocated a 2014/2015 budget of £45,337 for both Capital and Revenue purposes, including community grants, community partnership core funding and councillor led initiatives.
- 2.4. Community Area Partnerships have been invited to apply for Revenue funding from Area Boards to help cover their running costs in 2014/15. Calne Area Board has £6,800.64 in Revenue funding available for 2014/15. The level of funding for Community Area Partnerships is at the discretion of Area Boards

**3. Main Considerations**

- 3.1. Councillors will need to be satisfied that core costs awarded in the 2014/15 year are made to projects that can realistically proceed within a year of the award being made.
- 3.2. CCAP was awarded £8,465 in 2013/2014. The balance of CCAP funds as at March, 2014 was £3,000. CCAP will be rolling forward all of this balance into 2014/15 to be spent on activities in this coming financial year in addition to any funding received from the area board. This would appear to leave CCAP without a reserve or contingency figure. To have a reserve would be particularly important as CCAP now employs an Administrator.

- 3.3. All partnerships funded by Area Boards are required to sign a Community Area Partnership Agreement (CAPA), which will be countersigned by the Chair of the Area Board. The CAPA is to be signed by both parties at this meeting if CCAP's core funding is awarded.
- 3.4. In order to show how the community area partnership aims to meet the commitments set out in the CAPA, CCAP is required to complete a work plan. This work plan has been reviewed and endorsed by Wiltshire Council's Partnership Development Officer and by Wiltshire Forum of Community Area Partnerships as a workable document. Questions regarding the workplan have all been answered satisfactorily.
- 3.5. Calne Community Area Partnership has submitted a 2014/15 claim for £8,861 total core costs. This figure is greater than the amount of Revenue funding Calne Area Board has to award. Councillors on Calne Area Board will have to decide on the level of financial support they wish to give CCAP

#### **4. Implications**

##### 4.1. Environmental Impact of the Proposals

- 4.1.2 The community partnership contributes to the continuance and improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon individual projects.

##### 4.2. Financial Implications

- 4.2.1 Core costs awarded to the community partnership must fall within the Area Boards budget allocated to the Calne Area Board.
- 4.2.2 CCAP has requested a figure greater than the amount of Revenue funding available.

##### 4.3. Legal Implications

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

##### 4.4. HR Implications

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

##### 4.5. Equality and Diversity Implications

- 4.5.1 Community partnerships have agreed to the terms of the Community Area Partnership Agreement, which requires them to be fully inclusive.

## 5. **Recommendation**

The Partnership Development Officer recommends that Calne Area Board:

- approve the whole year's core funding to CCAP at their own discretion, within the amount of Revenue funding the area board has available.
- pay this sum to CCAP immediately

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Report Author: Andrew Jack, Partnership Development Officer

Tel No: 01225 713109

E-Mail: [andrew.jack@wiltshire.gov.uk](mailto:andrew.jack@wiltshire.gov.uk)

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Appendices:

Appendix 1 CCAP Annual Workplan, 2014/15

Appendix 2 CCAP Budget Form, 2014/15





# Calne Community Area Partnership

## Annual Work Plan 2014/15

In order to show how the Calne Community Area Partnership (CCAP) aims to meet the commitments set out in the Community Area Partnership Agreement 2014/5, please see below.

CAPA commitments	Proposed initiatives and activities
<p><b>Partnership Development</b>  <i>“To establish and maintain a Partnership, Steering Group and Thematic Groups, as necessary”</i></p>	<p><b>CAP Steering Committee</b>            Nominations to be sought from community groups &amp; organisations and Steering Committee to be appointed at an AGM in October. Co-opted members are continually recruited to expand the knowledge-base of the Steering Committee.</p> <p><b>Support for CAP</b>            The Administrator supports both the Steering Group and the Theme Groups in both administrative and practical ways (helps to organise the Hub volunteers. The Community Hub is proving to be an excellent ‘gateway’ to the Partnership with more and more volunteers coming forward with offers of help.</p> <p><b>Theme Groups</b>            There are a number of Theme Groups that prove extremely successful in dealing with their relevant specific local issues. In the areas where groups are not operating, efforts are being made to encourage activity.</p> <p><b>New Groups</b>            We will explore the degree of interest in setting up new Theme Groups as issues arise or opportunities present themselves. In particular the evidence from the Joint Strategic Needs Assessment may assist this process.</p> <p><b>WfCAP</b>            We will continue to support WfCAP to support ourselves by the Chair and/or the Administrator attending their regular meetings. In addition, through wfcap, we will actively encourage cross-CAP working, typical examples are to do with Transport and Air quality.</p> <p><b>Developing the Partnership</b>            Recently, the Steering Group underwent a major review of both its relevance and the way that it operates. The outcome has been the breakdown of the silo mentality that had been allowed to develop that has restricted cross-communication.</p>

Please post your Annual Workplan and Claim Form for running costs to:  
 Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council,  
 County Hall, Trowbridge BA14 8JN

	<p>Steering Group meetings are now based on discussing and hopefully, facilitating positive change. This puts the Steering Group in a good position to bring different interest groups together to deal with issues, such as those presented in the JSA, that might normally only have been looked at by one single interest group.</p> <p><b>The Calne Community Hub</b></p> <p>As already stated, the Community Hub is providing a ‘visible face’ of the Partnership and, as a result, exposing far more of the community to the workings of the Partnership. This resulting in more of the community becoming interested in how the Partnership operates. Examples of this are the Community Hub being central to the Wiltshire Online and Wiltshire &amp; Spice Time Credit projects.</p>
<p><b>Accountability</b>  <i>“To be open to and inclusive of the wider community and to account to and seek affirmation from the wider community for its actions, activities and forward plans on an annual basis.”</i></p>	<p><b>Community Accountability.</b></p> <p>The Steering Group recognise that the Partnership must become more visible and has to increase awareness across the Community Area.</p> <p>CCAP is visible and accountable through the Area Board which reports given at each Area Board meeting. The Partnership works very closely with the Area Board and Community Area Manager to enhance the role and accountability of the Partnership in local decision making.</p> <p>The revised website allows publication of minutes of meetings and greater transparency in work plans to further improve accountability.</p> <p><b>Community Engagement</b></p> <p>The Community Hub continues to be the primary vehicle for community engagement. The footfall for people coming into the Hub, as well as organisations using the Hub as a venue, continues to grow on a year by year basis.</p> <p>Even more encouraging is the number of other CAPs have visited the hub/enquired about it as a best example to learn from CCAP.</p> <p><b>Promoting the Partnership.</b></p> <p>Our aim is to increasingly promote the Partnership as the direct link to and from the community area for partner organisations and as a means of addressing and adding weight to local issues before making application to the Board and Council.</p> <p>In addition to the revised website, promotional leaflet for the CCAP and the Community Hub have been produced and widely distributed. The leaflets seek to engage people, to visit the Hub and encourage them to participate in the theme groups</p> <p>A good link has been established with the local newspaper and BBC Wiltshire to both publicise events and achievements</p>

	<p>and to increase awareness and interest.</p> <p><b>Support of the local community.</b></p> <p>The Community Hub hosts a Job Club (supported by Chippenham Jobcentre) as well as hosting a number of training courses. CCAP has an established credibility with the Area Board by having a seat at the Calne Area Board Co-ordinating meetings. It plays a major role in the Calne Campus Working Group in an attempt to ensure that the needs of the community area are met.</p>
<p><b>Communication</b></p> <p><i>"To engage and communicate systematically with all sections of the community and to maintain a contact register of key organisations and volunteers."</i></p>	<p><b>Communication with the wider community.</b></p> <p>The Community Hub continues to be at the forefront of CCAP's communication strategy, making good use of the poster displays in the front windows. In addition, CCAP will continue to use occasional newsletters and to place articles in other local publications to provide an account of our activities to date and to encourage wider involvement.</p> <p>We also plan to review our communication strategy to ensure that information is provided where it is needed. It is our intention to make use of the community blog sites, such as the 'Our Community Matters' blog sites to promote CCAP work and link your website to them etc.</p> <p><b>CCAP Website</b></p> <p>The CCAP communicates through its website (<a href="http://www.calnecap.org">www.calnecap.org</a>) with news and information about the partnership and theme groups activities. The website is continually updated during the year and will be used for consultation for the next Community Plan update.</p> <p><b>Affiliated Organisations.</b></p> <p>CCAP do not claim to have any formal affiliations but it does have direct links with other organisations, such as the Calne Environmental Network, Calne Area Transport etc, through the personal involvement of Steering Group members and engagement of partner agencies on the Steering Group.</p>
<p><b>Consultation</b></p> <p><i>"To consult widely on a range of socio-economic issues including the holding of public engagement events and activities."</i></p>	<p><b>Consulting the Community</b></p> <p>As an active member of the Campus WG, CCAP was highly involved in the public consultations which were used to develop the Campus User Requirement.</p> <p>Consultations are also held in the Community Hub to promote specific issues such as the change of use at Lyneham and proposed traffic calming methods for Abberd Way.</p> <p>Consultations are also held within the Theme Groups on their specific activities and the results of these are reported back to the Steering Group.</p>

	<p><b>Meetings with Partners</b></p> <p>The CCAP Steering Group contains representatives from the local Parish Council and Town Council. These representatives ensure that communication is maintained with local partners. Other meetings will be arranged to pursue a more active dialogue, further partners and co-ordinating forums (e.g. schools)</p>
<p><b>Community Planning</b>  <i>"To prepare and regularly review a community plan that takes into account major issues affecting the area and to develop an action plan and identify projects to address these issues. This will be done in consultation with the wider local community, in order that it properly represents their concerns and aspirations".</i></p>	<p><b>Calne JSA</b></p> <p>The Joint Strategic Needs Assessment (JSA), that was recently published, has provided current evidence of strengths, weaknesses and opportunities across the community area, the update addresses the issues raised in the JSA.</p> <p>For the Community Area version of the JSA, CCAP were tasked with co-writing the Culture chapter. As part of this process, a Calne Asset Map was generated to provide evidence for the Culture chapter. Once the JSA was published, the Asset Map was utilised to start up a new Neighbourhood Planning WG on Tourism and Culture. CCAP are playing an active role in this WG. The WG have been successful in being offered a grant under the 'Our Place' scheme. This grant will be used to conduct a public consultation exercise to understand what the community feels about their area.</p> <p>The CCAP Steering Group will now start to address the specific issues raised in the JSA as well as the resultant priorities identified by the Area Board and report back to the Area Board at the appropriate times.</p> <p><b>Calne Neighbourhood Planning</b></p> <p>Members of the Steering Group are active participants of the recently formed Neighbourhood Planning committee. One of the specific aims of the committee is to engage with the community to understand their requirements for the future.</p>
<p><b>Local action</b>  <i>"To champion local issues and help with the planning and delivery of priority projects, including fundraising and community volunteering where appropriate."</i></p>	<p><b>Championing &amp; Delivering Projects</b></p> <p>As previously stated, CCAP continues to be at the forefront of local issues with participation in many of the fact finding as well as the decision making groups. This involvement provides the ideal opportunity, coupled with the availability of the Community Hub, to act as the champion of local causes.</p> <p>We want to build on the work of the Transport and Environment Action Groups, including providing some administrative support to keep up the momentum.</p> <p>We shall also be looking for new partnerships along similar lines to move forward on other key areas identified in the Community Plan or through our engagement programme.</p>

	<p><b>Funding.</b></p> <p>CCAP have carried over funding from their 2013/14 allocation which is earmarked for the support of the Community Hub and improved public awareness.</p> <p>Funding for this year is primarily based on plans to continue to develop the Community Hub as a centre for community engagement and to increase awareness of the Partnership.</p> <p><b>What do we expect to achieve this year?</b></p> <p>We will continue to develop the Community Hub by expanding the opportunities for community engagement, such as the Job Club, computer training (through Wiltshire Online), and the Time Credits scheme (in partnership with Wiltshire Council and Spice).</p> <p>We will continually review the effectiveness of the CCAP website and other promotional tools as part of our communications strategy.</p> <p>We will look to hold further Open Days to update priorities and refresh the Community Plan.</p> <p>We will support and encourage the established Theme Groups by providing direct support to take pressure off of respective group leads.</p> <p>We will continue to work with organisations, such as the Calne Town and Parish Councils, and committees such as Campus and Neighbourhood Planning, to ensure that the community's voice is listened to.</p> <p>We will attempt to establish Theme Groups, such as Culture and Housing that are currently inactive.</p> <p>We will work with the Area Board, the Community Area Manager and WfCAP to promote and firmly position CCAP and the Community Plan within the local decision making process.</p> <p>We will develop supporting publicity and display material to make CCAP more visible through local level meetings and public events.</p> <p>We will seek to develop partnership opportunities across the community area and establish closer relationships with established forums and groups.</p>
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# Community Area Partnership Agreement 2014/15:

## Budget details for CAP running costs

### Your Details:

Name:	Malcolm Gull
Partnership:	Calne CAP
Address:	
Phone:	
Email:	

### Bank Account Details:

Account name:	Calne Community Area Partnership
Sort code:	
Account no.	
Balance of funds at beginning of year:	£3000

### Details of Budget:

	Cost:
<b>Administrator / Project Officer (inc travel) costs:</b> <ul style="list-style-type: none"><li>▪ <i>Salary of p/t Administrator + expenses</i></li></ul>	a £2,400.00
<b>Consultation activities, public events, analysis, etc:</b> <ul style="list-style-type: none"><li>▪ <i>JSA consultations</i></li></ul>	b £1000.00
<b>Advertising &amp; promotion (inc websites):</b> <ul style="list-style-type: none"><li>▪ <i>Website upkeep, promotional material (banner, leaflets etc)</i></li></ul>	c £1000.00
<b>Plans, questionnaires, other printing costs:</b> <ul style="list-style-type: none"><li>▪ <i>JSA consultations</i></li></ul>	d £461.00
<b>Office expenses, consumables, etc.:</b> <ul style="list-style-type: none"><li>▪ <i>General office consumables</i></li></ul>	e £1000.00
<b>Other costs:</b> <ul style="list-style-type: none"><li>▪ <i>Community Hub running costs – £4,500</i></li><li>▪ <i>Hub Cleaner – £1,500</i></li></ul>	f £6,000.00
<b>Amount of funding rolled forward from 2013/14 to be spent in 2014/15:</b>	g £3000.00
<b>Total running costs applied for:</b>	<b>h £8,861.00</b>

(costs a+b+c+d+e+f - g must equal h)

I confirm that the costs detailed here will be incurred by the Calne Community Area Partnership in accordance with the commitments agreed within the Community Area Partnership Agreement, 2014/15.

I understand that a first tranche payment of 50% of the funding will be released following Area Board approval. This will be followed by a second tranche of the remaining 50% at a date to be agreed in approx. six months time.

**Signed:** Malcolm Gull.....

**Date:** 1<sup>st</sup> May 2014.....

**Please post your Annual Workplan and Budget Form for running costs to:**  
Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council, County Hall, Trowbridge BA14 8JN

