

Corsham Shadow Community Operations Board

Corsham Community Centre 3:00PM Monday 3 October 2011

Attendees:

Shadow COB Members: Allan Bosley (Chairman), Marcus Chapman, Pat Kelly, Anna Mackie, Cllr Alan MacRae (Apologies – Steve Hammond, Christine Reid)

Shadow COB Support: Sally Fletcher

Campus and Operational Delivery Team: Andrew Foster

1. Extra Support

The Chairman welcomed Sally Fletcher, who would be taking the meeting notes.

2. Consolidation of Documents

COB agreed changes to a series of papers to be consolidated into a single document (with appendices). The end product, when approved by COB, would go the architects ready for the start of the 10 week programme leading to RIBA Stage D.

Action: AF to include amendments agreed during discussion and circulate a new composite draft document for approval

Key changes and additional preparation for this next phase would include:

- **Campus Development Briefing Paper** – new section on signage/information; identifying users who would need access other than via the reception point; further clarification needed on the requirements for back stage facilities, storage, parking and youth services and further discussion needed on how to accommodate/combine the various activities identified
- **Design Principles** – preparation of a shorter list, cutting out duplication and overlaps
- **Leisure Specification** – facilities to include a climbing wall and health suite (as community requirements), COB comments column to be added; document to make clear which facilities were envisaged as ‘members only’
- **Development Themes** – to be incorporated as an appendix
- **Any missing items?** – a further check against requirements identified in consultation reports

3. Other Areas of Work

- **Travel Plan**

Timely expert advice was awaited to enable the Transport Working Group to begin converting the agreed principles into a viable plan ready for the planning application

Action: LMB to give details of consultant to MC

- **Input from Transition Community Corsham**

Action: AB to arrange for further discussion on the relevant environmental building standard and Transcoco’s ideas

- **Catering/Kitchen Facilities**

Working Group would be needed to draw up recommendations

Action: Future agenda item

- **Development Plan for Springfield Area**

Preparation of a development plan, looking at the land owned by Wiltshire Council, Corsham Town Council and Corsham School, would allow for co-ordinated action and compatible use of space.

- **Communications**

Pending further guidance from Wiltshire Council about the handling of communications for campus projects generally, COB discussed ways of communicating directly with the local community. A dedicated website could complement the WC web page on the Corsham campus. Features would include ease of updating; encouragement of community input and making available relevant and readable material to read on line or print off.

Action: AB to circulate draft communications plan for discussion by the Communications WG

- **Public Consultation**

Timing and format of next phase to be discussed with the architects and reflected in the evolving communications plan

4. Time and date of Next Meeting

10:00am Corsham Community Centre Tuesday 11 October 2011