

Tisbury Shadow Community Operations Board

DCS offices – Weaveland Road

18:00 Thursday 20th November 2014

Meeting notes and actions

COB members present: Cllr Tony Deane (TD), David Lacey (DL), Richard Beattie (RB) Felicity Corp (FC), Peter Smart (PS)

Wiltshire Council Officers: Steve Harris (SH), Rhys Schell (RS), Vanessa Collyer (VC)

Design team: Andy Gough

Agenda item	Notes	Actions
1. Welcome and apologies	TD welcomed all to the meeting. Adrian Griffin (AG), Liz Coyle-Camp (LCC) and David Wood (DW) offered apologies.	
2. Notes of previous meeting	Progress on actions from last meeting: SH has sent out information re. wooden benches. RS has chased up re. solicitor. DL provided update on dentist enquiries; has had contact with NHS England who advised no plans to commission further services. RS advised Julie Anderson-Hill is liaising with health on a number of the campuses. NHS England in process of producing a business case for the COB. RB stated that need for temporary double yellow line on Vicarage Road was raised during interviews to allow heavy vehicle access. ACTION - TD to liaise with Tisbury Parish Council to ensure it is included within plan they are currently putting together.	TD
3. Contractor / Tender report	AG thanked members of the COB who attended interviews. Shared quality evaluation and price evaluation information. Rydon achieved 94.5% tender score. 10 day period has now expired with no challenges. Rydon appointed, contracts are now being drawn up. Next step – project team to meet with Rydon for Pre-start meeting. Rydon due to set up on site on 5 January 2015. RB asked how much score was modified after interviews. AG advised that the interview did impact on final score. AG advised that Rydon will liaise with those on site and ask them how they want to be kept informed. RS highlighted need to inform school before they break up for Christmas. VC advised Rydon will maintain communication but this will purely be focussed on the build. RB advised that copy date for Tisbury Focus is 15 th December. SH advised that communication will be put out to all local publications. TD asked what future role of COB would be in the light of cabinet paper. RS advised that no new terms of reference has yet been adopted, but that Laurie Bell/Julie Anderson-Hill will be visiting COBs to make this clear. VC advised that cabinet paper indicates the role of COBs moving	

	<p>forwards is more to do with community engagement rather than build. Tisbury is in a slightly different position in that the COB has been very involved up to the award of the contract.</p> <p>VC advised that following Rydon's appointment in Salisbury they sent representation to first COB meeting to introduce. They will not usually attend, as AG will act as interface. TD asked that they be invited to future COB meeting. Rydon will send a regular report to AG, who can share at COB meetings.</p> <p>RS explained that community engagement will fall to SH in future and Ceri Williams from transformation team will be responsible for campus delivery. RS will be moving to Melksham as part of interim arrangement until new Community Engagement Managers are appointed. Ceri will be invited to future COB meetings. Ceri will liaise with all of those groups moving into the campus to make arrangements for them.</p> <p>VC will no longer regularly attend now that contract has been awarded. AG will continue to attend regularly unless told otherwise.</p> <p>TD thanked RS for all of his work with the COB.</p>	
<p>4. Team moves and decant update</p>	<p>Ceri Williams now heading up decant moves. Children's centre moving on 16th December, co-ordinating with FM. Work being done on youth building in early December. Seeds4Success are currently liaising with WC Property to finalise agreement for using old youth centre building to run sessions.</p> <p>FC advised Tisbury PC did allocate £2,500 to support youth service but as youth centre closed decision was taken to use money to support other local groups. FC advised that Parish Council was not supportive of giving money to Seeds4Success.</p> <p>RS has passed over contacts for TAG and Nadder Hall to Ceri's team who are now liaising.</p> <p>DL raised point about Tisbury History Society wanting to know what rental costs will be. Not known at this time.</p> <p>TD asked question re. motorcycle project buildings as youth service no longer provides that activity. VC advised that current plan is for buildings to be refurbished and this can be looked at in course of time depending on whether the need for the facility still exists.</p> <p>TD advised that Parish Council has funding for skate park but cannot easily improve current site. Alternative location has been suggested on school field but school not willing to consider giving up any space. FC advised that Parish was supportive of alternative location at recent meeting. TD suggested new location to be looked at next to swimming pool/pavilion. VC reinforced distinction between agreed campus programme and other community developments nearby.</p> <p>TD advised there have been changes at top of both Wiltshire College and Yeovil College. TD and SH to meet with Yeovil college next week to discuss.</p>	

5. Next meeting date	Thursday 4 th December – rearranged branding/marketing meeting. TD and JB send apologies in advance. VENUE TO BE CONFIRMED as DCS Office is being de-commissioned on 1.12.14. ACTION - AG to invite Rydon to COB meeting in January 2015.	AG
6. AOB		