

Warminster Camus Shadow Operations Board

Warminster Fire and Rescue Meeting Room

Friday 27 March 10am to 12 noon

Meeting Notes

Present: Jim Landry (Chair), Keith Humphries, Sue Fraser, Len Turner, Sarah Jeffries, Heather Abernethie, Chris Bell, Shona Holt ; Jacqui Abbott

Apologies: Tony Nicklin

1. Welcome and Introductions

Jim welcomed all to the meeting.

2. Notes from last meeting

These were agreed and action points would be covered in the agenda items to follow

3. Regeneration Campus Update

JA provided an update to the meeting regarding the regeneration aspect on the Warminster Campus via Tim Martienssen's briefing note (attached).

A discussion took place regarding the best area for the Campus. The meeting reaffirmed their preference for the central area as opposed to any other area and this was firmly agreed. The Civic Centre however would likely form part of the campus offering in terms of activities and services.

Action: JA & COB to ensure that all are aware of the chosen central area for the location of the Warminster Campus and that the Civic Centre will likely be an important part of the campus offer.

Action: JA to invite Tim to the next COB meeting to provide further update and answer any questions.

Action: JA to ask for copy of Warminster Masterplan and distribute to the COB.

The group discussed other documents that would be important to the regeneration aspects of the Campus and the needs of the community and these include:

- Housing Needs survey

- Neighbourhood Plan
- Overall JSA and Warminster JSA
- Health and Wellbeing strategy
- State of the Environment
- Market position statement

Action: JA to source materials and ensure everyone has a copy

Concerns were raised by the COB regarding the number of strategies in other areas with no overall control and liaison between different bodies. Keith informed the meeting that the COB was a sub group of the Area Board and that the Area Board should have oversight of all strategies affecting the area. In addition, improved governance of the campus projects was currently being devised and would be shared shortly.

4. 2nd Stage Consultation

JA reported that she has met with with Phil Morgan who specialised in research and he would help prepare the 2nd round of consultation. The aim of the consultation would be to

Map and gap services and activities in the area / needs analysis

Prioritise the requirements for the Campus in terms of services and activities based upon what was needed in the area, rather than a rather long wish list.

In order to clearly identify priority activities and services, it would be important to undertake a needs analysis based on what already existed and where the gaps were.

Concern was raised that the COB seemed to be going over old ground. It was agreed that everyone should make sure they were aware of the previous work of the COB and that the work undertaken would be further development.

The COB were also keen to see a structure chart with responsibilities relating to who is undertaking work for the Warminster Campus.

Action: JA to make sure Chris and Heather see past documents

Action: JA to set up an officers meeting with Keith Humphries

Action: JA to provide structures chart

Action: JA and HA to meet to begin mapping and gapping

Action: JA to invite Phil Morgan to the next meeting

5. Marketing and Communications Strategy

The COB discussed the development of a Marketing and Communication strategy. JA informed the meeting that the Communications team were supporting campus working groups to produce a strategy which would help with this at any given stage of the campus project. JA suggested the next major piece of publicity would be related to further consultation.

Action: JA to share the draft Communications Strategy with the COB for comments / suggestions

Action: JA to prepare a report for the Area Board meeting on 30 April.

6. COB Terms of Reference

Jacqui shared a draft Terms of Reference with the COB which had been updated and adopted by other Campus working groups. It was pointed out that the COB already had a terms of reference. JA suggested the COB may need to update their TOR as they had been working for 18 months or so.

Action: All to go through the suggested TOR and feedback comments / suggestions to Jacqui

Date of next meeting:

JA to circulate dates ensuring PM & TM can attend.