

AGENDA

Meeting: ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: St Bartholomew's School, The Rosary, Royal Wootton Bassett SN4 8AZ
Date: Wednesday 30 May 2012
Time: 6.00 pm

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

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

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

Refreshments and networking opportunities will be available from 6:30pm.

Please direct any enquiries on this Agenda to:

Penny Bell (Democratic Services Officer), 01249 706613 / penny.bell@wiltshire.gov.uk
or Steve Milton (Acting Community Area Manager – Royal Wootton Bassett and Cricklade Area), steve.milton@wiltshire.gov.uk.

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk.

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

Wiltshire Councillors

Allison Bucknell	Lyneham
Peter Colmer (Vice Chairman)	Cricklade & Latton
Peter Doyle (Chairman)	Royal Wootton Bassett South
Mollie Groom	Royal Wootton Bassett East
Jacqui Lay	Purton
Bill Roberts	Royal Wootton Bassett North

	Time
<p>1 Election of Chairman and Vice Chairman</p> <p>To elect a Chairman and Vice Chairman for the Area Board for the Municipal Year.</p>	6.00pm
<p>2 Chairman's Welcome and Introductions</p>	
<p>3 Apologies for absence</p>	
<p>4 Minutes (<i>Pages 3 - 12</i>)</p> <p>To approve the minutes of the meeting held on Wednesday 28 March 2012.</p>	
<p>5 Declarations of Interest</p> <p>Councillors are requested to declare any personal or prejudicial interests, or dispensations granted by the Standards Committee.</p>	
<p>6 Chairman's Announcements (<i>Pages 13 - 22</i>)</p> <p>To include the following:</p> <ul style="list-style-type: none"> i. 11 to 19 Commissioning Strategy Update ii. Rural Facilities Survey iii. Paths Improvement Grant Scheme iv. Helping People to Live Safely in Their Own Homes v. 2012 Year of Celebrations. 	
<p>7 Outside Bodies and Working Groups (<i>Pages 23 - 38</i>)</p> <p>To confirm membership of Outside Bodies and Working Groups, and to confirm Terms of Reference for Working Groups.</p>	
<p>8 Partner Updates (<i>Pages 39 - 60</i>)</p> <p>To note the written reports and receive any verbal updates from:</p> <ul style="list-style-type: none"> i. Wiltshire Police ii. Wiltshire Fire and Rescue Service iii. NHS Wiltshire iv. Parish and Town Councils v. Community Area Young People's Issues Group (CAYPIG) vi. Neighbourhood Planning Working Group vii. Community-Led Planning Steering Groups viii. Chambers of Commerce/Business Associations ix. Community Groups x. Housing Associations. 	6.05pm

9	<p>Task Group Reports and Decisions (<i>Pages 61 - 62</i>)</p> <p>To consider reports from the following task groups and make any necessary decisions:</p> <ul style="list-style-type: none"> i. Community Area Transport Group ii. Cricklade Shadow Community Operations Board iii. Royal Wootton Bassett Shadow Community Operations Board. 	6.15pm
10	<p>Community Asset Transfer - Latton Recreation Field (<i>Pages 63 - 68</i>)</p> <p>The Area Board is asked to consider a transfer of Latton Recreation Field to Latton Parish Council.</p>	6.20pm
11	<p>Funding Applications (<i>Pages 69 - 72</i>)</p> <p>To consider the following applications for funding:</p> <ul style="list-style-type: none"> i. Royal Wootton Bassett & District Sea Cadets: Purchase a new two seat slide-seat rowing boat complete with oars and road trailer (£2,000 requested). ii. Lyneham Primary School: Creation of a Jubilee Woodland Walk (£2,213 requested). 	6.25pm
12	<p>Break</p> <p>A 30-minute interval will be held for networking and light refreshments.</p>	6.30pm
13	<p>Developer Contributions (Section 106 Data) (<i>Pages 73 - 78</i>)</p> <p>To receive information on all Section 106 (developer contribution) agreements in the Community Area.</p>	7.00pm
14	<p>Community Issue: Dog Fouling</p> <p>An information and discussion item led by Yvonne Bennett, Wiltshire Council Consumer Protection and Councillor Jacqui Lay, to hear what action Wiltshire Council and local communities are taking against dog fouling, and to consider further potential action.</p>	7.10pm
15	<p>Wiltshire Fire & Rescue Service</p> <p>To receive a presentation from Scott Taylor, Station Manager, Wiltshire Fire & Rescue Service, on the current consultation on its Integrated Risk Management Plan.</p>	7.40pm

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| 16 | Informal Adult Education in Wiltshire (<i>Pages 79 - 82</i>) | 8.10pm |
| | To receive a presentation from Councillor Lionel Grundy, Cabinet member, on the Councils proposals for the future provision of Informal Adult Education in Wiltshire, and to obtain the Area Board's response to the consultation. | |
| 17 | Feedback from 'Area Forward' (JSA) Event (<i>Pages 83 - 90</i>) | 8.40pm |
| | To receive feedback from the Royal Wootton Bassett & Cricklade Area Forward event hosted by the Area Board on 28 March 2012, and to consider how to take the priorities forward in the Community Area. | |
| 18 | Review of Meeting Format | 8.50pm |
| | For some time the Area Board has been trialling a new two-part meeting format, and would now appreciate your views on whether to:

i. Revert to the previous 7pm to 9pm meeting format
ii. Retain the current two-part meeting format.

A vote will be taken to determine the most popular format. | |
| 19 | Evaluation and Close | 9.00pm |
| | The Chairman will invite any remaining questions from the floor.

The meeting is asked to note the future meeting dates below. | |

Future Meeting Dates

Wednesday 25 July 2012

Start time tbc
Lyneham Primary School

Wednesday 26 September 2012

Start time tbc
Cricklade Town Hall

Wednesday 28 November 2012

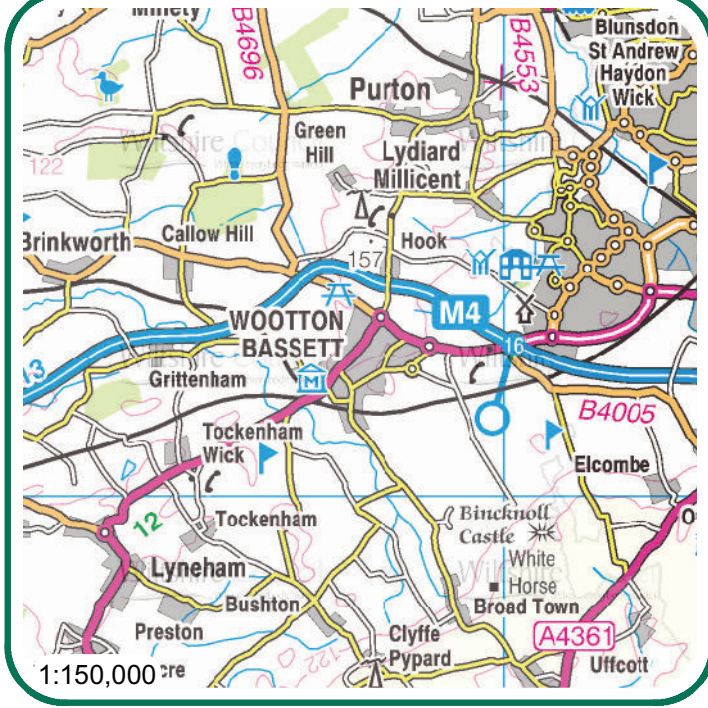
Start time tbc
St Bartholomew's School, Royal Wootton Bassett

Wednesday 23 January 2013

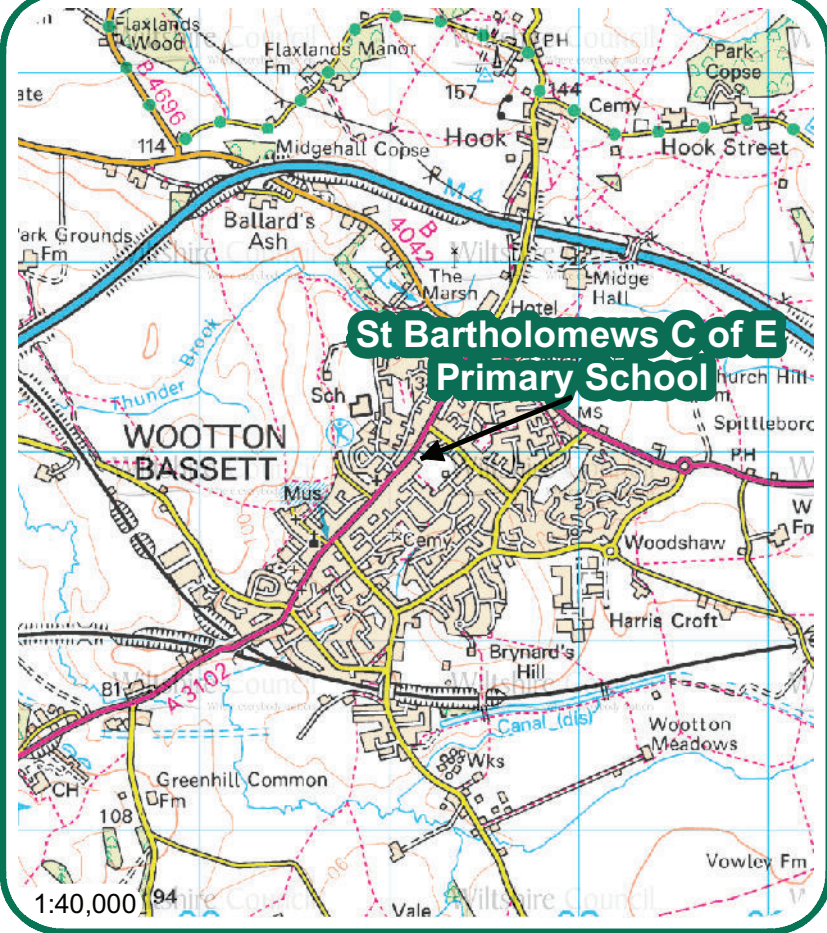
Start time tbc
Bradon Forest School, Purton

Wednesday 20 March 2013

Start time tbc
Cricklade Town Hall



1:150,000



1:40,000

St Bartholomews C of E Primary School
The Rosary
Wootton Bassett
Swindon
SN4 8AZ

Wiltshire Council
 Where everybody matters



1:8,000

MINUTES

Meeting: ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD
Place: Cricklade Town Hall, High Street, Cricklade, SN6 6AE
Date: 28 March 2012
Start Time: 6.00 pm
Finish Time: 9.00 pm

Please direct any enquiries on these minutes to:

Penny Bell, direct line 01249 706613 or e-mail penny.bell@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

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

Councillor Keith Humphries, Cabinet member for Public Health and Protection Services

Wiltshire Council Officers

Penny Bell, Democratic Services Officer
Laurie Bell, Director Communications
Maggie Rae, Joint Director of Public Health

Town and Parish Councillors

Cricklade Town Council – David Tetlow, John Harmer, Terri Robertson, Mark Clarke, Shelley Parker

Royal Wootton Bassett Town Council – Jenny Stratton, M Sweet, Mary Champion, Johnathan Bourne

Broad Town Parish Council – Veronica Stubbings

Latton Parish Council – Phil Winfield

Lyneham and Bradenstoke Parish Council – Ann Kingdon, Deborah Bourne

Purton Parish Council – Teresa Hartshorn, John Crawford

Tockenham Parish Council – Diana Kirby

Partners

Wiltshire Police – Chris Martin

Wiltshire Fire and Rescue Service – G Moody

Extended Services – Andrea Smith

Cricklade Shadow Community Operations Board – Ruth Szybiak

Royal Wootton Bassett Shadow Community Operations Board – Angelina Peaker

Total in attendance: 66

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Wootton Bassett & Cricklade Area Board and introduced the councillors and officers present.</p>
2.	<p><u>Apologies for absence</u></p> <p>Apologies for absence were received from Mike Leighfield and Susan Doyle of Royal Wootton Bassett Town Council and from Rev Thomas Woodhouse, Chairman of the Royal Wootton Bassett Shadow Community Operations Board.</p>
3.	<p><u>Minutes</u></p> <p>Decision The minutes of the meeting held on Wednesday 25 January 2012 were agreed a correct record and signed by the Chairman.</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 referred to a number of announcements, full details of which were included within the agenda packs:</p> <ul style="list-style-type: none"> <li data-bbox="363 1285 1495 1503"> <p>i. Your Say on Local Waste & Recycling Sites</p> <p>The Council was consulting on proposed changes to household recycling centres and mini recycling sites. Further information and an online questionnaire could be completed by visiting www.wiltshire.gov.uk/consultations , or by calling 0300 456 0102. Comments should be submitted by Monday 28 May 2012.</p> <li data-bbox="363 1543 1495 1760"> <p>ii. Review of Polling Districts and Polling Places</p> <p>The Council was carrying out a review of Polling Districts and Polling Places. Further information and the survey form could be completed by visiting www.wiltshire.gov.uk/council/elections/electionsreviewpollingdistrictsplaces . The deadline for submissions was Friday 25 May 2012.</p> <li data-bbox="363 1800 1495 2024"> <p>iii. Voices Project</p> <p>The Chairman wished to record the Area Board's thanks to Councillor Jacqui Lay for organising the Wiltshire Voices event on memory loss which was held on 2 March 2012. The event had been very successful and further feedback was available in Councillor Lay's report under Task Group Updates.</p>

	<p>iv. Area Board Meeting Format The Area Board had been trialling a new format for its meetings and was now inviting comments and feedback on this. A full review of the format would take place at the Area Board meeting on Wednesday 30 May 2012, when the Area Board would decide how to proceed with future meetings. Comments could be sent to the Chairman or to the Democratic Services Officer.</p> <p>v. Cotswold Water Park Joint Committee Governance arrangements for the Cotswold Water Park had recently been reviewed by the principal local authorities with responsibility for the Water Park (Gloucestershire, Wiltshire, Cotswold District and Swindon Borough).</p> <p>The Joint Committee on 16 March 2012 decided to recommend to the constituent local authorities that the Joint Committee be dissolved from 31 March 2012. New Governance arrangements would provide for the inclusion of Cotswold Water Park responsibilities within the portfolio of a cabinet member from each of the Local Authorities, a joint Officer Liaison Group and a new Parish Liaison Framework Panel.</p>
6.	<p><u>Task Group Reports and Decisions</u></p> <p>Updates were received as follows:</p> <p>i. Community Area Transport Group (CATG) A meeting of the CATG had taken place on Thursday 15 March 2012 and recommendations were made to the Area Board regarding the C Class Road Speed Limit Review.</p> <p><u>Decision</u> The Area Board approved the following in respect of the C Class Road Speed Limit Review:</p> <ul style="list-style-type: none"> a. Selection of the C70 and C145 roads as priorities for inclusion in the Review of C Class Road Speed Limits b. Selection of the C129 (first reserve) and C124 as reserve priorities – and automatic ongoing prioritisation. <p>The CATG also made recommendations to the Area Board regarding schemes for further investigation and potential funding from central sources.</p> <p><u>Decision</u> The Area Board approved the following recommendations from the Community Area Transport Group:</p>

- a. **Feasibility study on options for C16 (Stone Lane) – estimated cost £2,000**
- b. **Investigation of pedestrian crossing options for B4040 (Malmesbury Road, Cricklade) – estimated cost £500**
- c. **Investigation of pedestrian crossing options for Willis Way (Purton) – estimated cost £500.**

ii. Cricklade Shadow Community Operations Board (COB)

The Cricklade Shadow COB had undergone two rounds of consultation and reported the findings to the Area Board at previous meetings. The main findings from the second round of consultation found that 86% of respondents were in favour of a split-site campus.

The Shadow COB's next phase of work would be to work with professionals to further research and develop the proposals.

Decision

The Area Board supported the proposals regarding the Cricklade Community Campus and recommended to the Council's Cabinet to:

- a. **Support a split-site community campus incorporating the existing Leisure Centre and a High Street location and that the Campus includes, as a minimum, all the services outlined.**
- b. **Develop this proposal so that it is delivered with minimal disruption to the existing services and facilities.**
- c. **Consider the proposal and business case in September 2012 as planned.**

iii. Royal Wootton Bassett Shadow Community Operations Board

A report was distributed at the meeting which provided an update on the work of the Royal Wootton Bassett Shadow COB.

The Shadow COB, Wiltshire Council and the MOD were currently in talks regarding the potential to develop a joint funding proposal for the Campus. The MOD had requested time to consider funding options and wider priorities, and updates on the developments would be reported to the Area Board as soon as possible.

The Shadow COB was also continuing to work with partners and interested groups to understand their requirements for space in the Campus. Any group or organisation wishing to be involved should contact campusconsultation@wiltshire.gov.uk or 01225 718677.

	<p>iv. Voices Project The first public meeting for the Area Board’s Voices Project had taken place on Friday 2 March 2012. The event, which was to engage with those residents in the community whose lives were affected with memory loss either as a carer or someone with memory loss, was a great success and had been attended by over 60 people.</p> <p>More was to come in the future months, including the creation of a film and a resource pack. It was also hoped that a new group of volunteers would be developed to help themselves and others.</p> <p>Thanks were recorded to everyone who had been involved in making the event such a success.</p> <p>v. 2012 Events Working Group Councillor Allison Bucknell reported that the 2012 Events Working Group had met several times and was concentrating on three main events. The first was the Jubilee celebration event on 1 May at Cathedral Close in Salisbury, the second was the Olympic Torch passing through Royal Wootton Bassett on 23 May and the animation of the route, and the third was the Olympic Torch evening celebration event at Hudson’s Field in Salisbury on 11 July.</p>
7.	<p><u>Funding</u></p> <p>a. Community Area Grant Scheme The Area Board considered the following applications to the Community Area Grant Scheme 2011/12:</p> <p>i. <u>Royal Wootton Bassett Friends of Guiding</u> The sum of £2,916 was requested to refurbish the Guide Hut.</p> <p><u>Decision</u> The Area Board awarded the sum of £2,916 to Royal Wootton Bassett Friends of Guiding to assist with the upgrading of the hall lighting, replacement of a storage heater and the refurbishment of dated kitchen facilities. <i>Reason: The application did not meet the Community Area Grant Criteria fully, as it did not have full match funding. However, the Area Board felt that the application should be approved on the basis that the applicant was contributing £1,000 from its own reserves, which was a sizeable amount considering that the group’s total reserves were only £2,505.</i></p> <p>ii. <u>Bath Spa University</u> The sum of £5,000 was requested to develop an emotional resilience project in schools within the Royal Wootton Bassett & Cricklade Community Area.</p>

Decision

The Area Board awarded the sum of £5,000 to Bath Spa University to support the emotional resilience project in local schools.

Reason: *The application met the Community Area Grant Criteria 2011/12 and addressed priorities set out in the Royal Wootton Bassett & Cricklade Joint Strategic Assessment.*

iii. **Trustees of the Purton Millennium Hall (Purton Parish Council)**

The sum of £664 was requested for the purchase of additional tables and a storage trolley for the Purton Millennium Hall.

Decision

The Area Board awarded the sum of £664 to Trustees of the Purton Millennium Hall (Purton Parish Council) for additional tables and a storage trolley.

Reason: *The application met the Community Area Grant Criteria 2011/12 and demonstrated a link to the Community Plan in encouraging cultural and leisure activities in the area.*

iv. **Lyneham Village Hall Committee**

The sum of £2,743 was requested to provide block paving around the village hall.

Decision

The Area Board awarded the sum of £2,743 to Lyneham Village Hall Committee for the provision of block paving around the village hall, subject to the confirmation of funding in the sum of £1,742 from Lyneham & Bradenstoke Parish Council.

Reason: *The application met the Community Area Grant Criteria 2011/12 and demonstrated a link to the Community Plan.*

v. **Lyneham & Bradenstoke Parish Council**

The sum of £500 was requested as a contribution towards an RAF memorial stone, bench seat and landscaping.

Decision

The Area Board awarded the sum of £500 to Lyneham & Bradenstoke Parish Council towards the cost of the RAF memorial stone, bench seat and landscaping.

Reason: *The application met the Community Area Grant Criteria 2011/12 and would provide a lasting memorial to the contribution made to Wiltshire by the RAF and the deep support from the community during recent repatriations.*

b. Area Board Funding

Following the allocation of the above Community Area Grants, the Area Board was left with a remaining budget of £3,674. The Area Board

considered how best to allocate these funds to achieve the best value for the community.

Decision

The Area Board agreed to allocate the remaining budget of £3,674 to the highways improvement project at Crosslanes in Purton.

c. 2012 Events Grant Applications

The Area Board considered the following eight applications for 2012 community events.

One application, from the Purton Diamond Jubilee Committee, was considered as a late item at the discretion of the Chairman.

Decision

The Area Board approved the following applications on the basis that they all met the criteria set by the Area Board for the 2012 Events Grant Scheme:

- i. Christ Church, Broad Town - £250 awarded for a flower festival and scarecrow trail.**
- ii. The High Bailiff of the Hundred and Borough of Cricklade - £960 awarded for Cricklade Diamond Jubilee celebrations.**
- iii. Sacred Heart Flower Group, Royal Wootton Bassett - £400 awarded for a flower festival.**
- iv. Diamond Jubilee Community Working Party (Royal Wootton Bassett) - £1,855 awarded for a community festival.**
- v. Wootton Bassett Flower Club - £200 awarded for Jubilee flower displays.**
- vi. Royal Wootton Bassett Methodist Church - £200 awarded for a flower festival.**
- vii. Purton Diamond Jubilee Committee - £1,000 awarded for a free event to bring the parish of Purton together to celebrate the Jubilee.**

Decision

The Area Board refused the application from North Wilts Rural Crafts of £2,200 for Community Coppicing Start-up.

Reason: the Area Board agreed that this application did not meet the 2012 Events Criteria.

NB: The Area Board did not consider the application from SPLASH, as the application was withdrawn prior to the meeting.

Following the allocation of the above 2012 Events funding applications, the Area Board had a remaining budget of £4,535 left in the 2012 Events fund.

	<p><u>Decision</u> The Area Board agreed that the remaining budget of £4,535 from the 2012 Events fund would be allocated firstly to the activities arising from the 2012 Events Working Group relating to the Diamond Jubilee and Olympic celebrations, and that any remaining amount would be made available for further applications for 2012 celebration events.</p>
8.	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> i. Wiltshire Police The written update was received and noted. ii. NHS Wiltshire The written updates were received and noted. iii. Parish and Town Councils The written updates from Cricklade Town Council, Royal Wootton Bassett Town Council and Purton Parish Council were received and noted. iv. Community-Led Planning Steering Groups The written update from Community First, distributed at the meeting and providing updates on the progress of the Community-Led Planning Steering Groups, was received and noted. v. Wiltshire Fire and Rescue Service The Wiltshire Fire and Rescue Service was currently in a phase of live consultation on its Integrated Risk Management Plan, which included proposed changes to the service. The consultation would run until 4 June and full details were available on the website at http://www.wiltshire.gov.uk/ .
9.	<p><u>Break</u></p> <p>A 30 minute interval was held for refreshments and networking.</p>
10.	<p><u>Royal Wootton Bassett & Cricklade Community Area: Moving Forward</u></p> <p>Maggie Rae, Director of Public Health, delivered a presentation on the newly updated Joint Strategic Assessment for the Royal Wootton Bassett & Cricklade Community Area.</p> <p>The presentation included the key issues for the Community Area, and looked at how these compared to other Community Areas across Wiltshire.</p> <p>The presentation was followed by two discussion groups based on eight themes of the Joint Strategic Assessment document. These themes were Community</p>

	<p>Safety, Health & Wellbeing, Economy, Jobs & Skills, Children & Young People, Environment, Arts, Culture & leisure, Transport and Housing.</p> <p>The discussion groups were asked to explore the main issues within each theme and conclude at some suggestions for how the issues could be addressed. A representative from each theme group then reported the main conclusions back to the meeting.</p> <p>The outcomes of the discussion groups would be collated and reported back to the Area Board at a future meeting. It would then be decided how to take the priorities forward for the Community Area.</p>
11.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting and for participating in the Moving Forward session.</p> <p>The next meeting of the Wootton Bassett & Cricklade Area Board would be held on Wednesday 30 May 2012, 6pm at St Bartholomew's School in Royal Wootton Bassett.</p>

Royal Wootton Bassett & Cricklade Area Board – Wednesday 30 May 2012

Chairman's Announcement

11 to 19 Commissioning Strategy

On 13 September 2011 Wiltshire Cabinet approved the Commissioning Strategy for 11 to 19 year olds. This included 7 broad priorities on:

- Employment and training
 - Educational attainment
- (These were the top 2 commissioning priorities selected by young people)*
- Housing
 - Transport for young people
 - Involving young people
 - Volunteering
 - Improving Integrated Youth Services

Cabinet also approved a Wiltshire Youth Work Offer. The key features of the Youth Work Offer are:

- Open Access Youth Work
- Higher level targeted youth work support
- Better co-ordination of positive activities for young people
- Stronger partnerships
- Increased use of volunteers

An implementation group which includes councillor representatives has been meeting monthly since September 2011 to coordinate delivery of the Wiltshire Youth Work Offer from 1 April 2012. Good progress has been made to date and the Youth Services Implementation Group would like to invite Area Boards to consider this progress and support the following initiatives:

1. Increase use of volunteers

A sub group of the Youth Services Implementation Group has been exploring ways of encouraging more local volunteers to get involved with youth work provided in Council funded youth centres. This links to the Council's overall partnership Volunteering Strategy and Action Plan.

The group has been working on the establishment of a joint process between the Council and the Voluntary and Community Sector for the registration and training of local volunteers to support youth based activities. A guidance pack is now being developed for all Youth Development Centres which sets out the best way to go about registering and training volunteers. Those who wish to volunteer will be able to claim reasonable expenses and develop their skills through appropriate training opportunities.

The group has noted the importance of attracting and encouraging local people within community areas to become involved in volunteering opportunities within their local Youth Development Centre. Consequently, the group would like to invite Area Boards to support this endeavour by supporting local youth centres to promote volunteering opportunities within each community area.

Details of voluntary roles with young people will be available from the Volunteer Centre and/or local Youth Development Centre from 1 April 2012.

2. Youth Advisory Groups

Part of the Wiltshire Youth Work Offer includes the formation of Youth Advisory Groups in all community areas. Pilots are currently taking place in Malmesbury, Melksham, Southern Wiltshire and Salisbury. The groups will play a key role in improving the co-ordination of positive activities for young people in local areas.

The groups will be set up in each local area, linked to Area Boards. Each Youth Advisory Group will be chaired by a young person under 25 and over 50% of members will be under 19 years of age. Advisory groups will plan and shape local services, making sure local young people know what is available and encouraging partnerships which avoid overlap and fill gaps. Mechanisms will be established to ensure knowledge and ideas are shared between Youth Advisory Groups.

Youth Advisory Groups will have commenced in 20 community areas across Wiltshire by the end of October 2012. Learning from the pilots will be used to inform the development of groups in other areas.

The Youth Services Implementation Group would like to invite Area Boards to support these developments and to establish strong and meaningful links with Youth Advisory Groups in each community area.

3. Income Generation

As part of the Wiltshire Youth Work Offer the Youth Development Service has been set an income generation target of forty five thousand pounds. This will be raised through a combination of subscriptions, fund raising and seeking sponsorship.

A revised staffing funding formula has been used to calculate an income generation target for each community area. The targets will be put into place from 1st April 2012.

The Youth Services Implementation Group would like to invite Area Boards to support local Youth Development Centres in their endeavours to attract and raise income. For example, supporting local fundraising events and attracting local business sponsorship.

The Youth Services Implementation Group invites feedback from Area Boards on any of the initiatives highlighted above.

Any comments, queries or questions should be sent to james.fortune@wiltshire.gov.uk by 31st July 2012.

James Fortune
Lead Commissioner 11-19
01225 713341

Royal Wootton Bassett & Cricklade Area Board – Wednesday 30 May 2012

Chairman's Announcement

Rural Facilities Survey 2012

The rural facilities survey maps the services and amenities available to rural communities within the Wiltshire Council area. The survey has been carried out since 1976, painting a picture of some 233 rural settlements in the county of Wiltshire across 35 years. This gives us a wealth of data to support local communities in rural parts of the county and allows us to track changes in facilities including education and childcare services, local health facilities, food shops, spiritual and leisure facilities and public transport. In recent years, the survey has also examined access to services such as broadband internet connections and mobile phone coverage. There has been a significant decline in a number of basic facilities since 1976. The number of settlements with primary schools has decreased by around 30%, while around two thirds of villages have lost their general food shop. Less than half of settlements in 2008 retained the Post Office they had in 1976. Public transport, however, has improved vastly over the period of the survey.

The most recent survey was carried out in 2008 and a report outlining the results and trends revealed can be seen on the intelligence network website¹ along with an update taking into account the changes to the Wiltshire County Community Area boundaries that occurred in April 2009.

The survey is repeated around every three years and the latest survey is scheduled to be carried out during Spring 2012. Over the coming weeks, the survey will be posted out to the parish clerks for the settlements included in the database and their input is critical to making the survey a success. The results will be analysed for all 20 of Wiltshire's Community Areas and the overview report published in the autumn. The results will also form part of the evidence base that will be used to refresh the Joint Strategic Assessment for Wiltshire.

For more information, please contact:

Knowledge Management Team,
Public Health and Protection Services
Wiltshire Council
(01225) 713186
research@wiltshire.gov.uk

¹ www.intelligencenetwork.org.uk/community

Royal Wootton Bassett & Cricklade Area Board – Wednesday 30 May 2012

Chairman's Announcement

Paths Improvement Grants Scheme (PIGS)

Do you have an idea to improve access to the countryside or to create new links between settlements in your area?

The Paths Improvement Grants Scheme aims to help local people to make innovative improvements to countryside access in their area. In 2012 around £60,000 will be made available for community led projects.

If you have an idea for a scheme please contact Wiltshire Council's Rights of Way and Countryside Team Michael.Crook@wiltshire.gov.uk or Tel: 01225 713349.

Further details of the scheme are available on the Countryside Access Forum website - www.wiltshirelaf.org.uk

The closing date for applications is Friday 13 July 2012.

Royal Wootton Bassett & Cricklade Area Board – Wednesday 30 May 2012

Chairman's Announcement

Helping People To Live Safely In Their Own Homes

Following extensive consultation and considerable planning, the care and support service is now in place throughout the county provided by Leonard Cheshire, Aster Living, Enara Complete Care and Somerset Care.

This service is now available to over eight hundred Wiltshire residents and is already delivering some really good outcomes for people, some examples of which include:

- Mrs A, who was able to return home after a period in a care home.
- Mr S, able to manage without support following a period of intensive support from a Help to Live at Home provider.
- Mr P was able to return home from hospital, with an intensive support package from a Help to Live at Home provider rather than take the previously traditional route of a nursing home.
- Mr G was withdrawn and uncommunicative, with the implementation of a flexible care package from a Help to Live at Home provider, within two weeks Mr G started referring to his carers by name and holding short conversations. He has now requested to go shopping with a carer once a week, and is able to manage some personal care.

All services are available to everyone in Wiltshire, not just those eligible for support from the Council and contact details for each Help to Live at Home providers below:

Leonard Cheshire Disability

North and east Wiltshire
Tel: 01225 781126

Aster Care Services

East and south Wiltshire
Tel: 01380 829000

Somerset Care at Home

West and north Wiltshire
Tel: 01225 792925

Enara Complete Care Services

West Wiltshire
01225 791015

Wiltshire Medical Services

Tel: 01249 454000

Medequip UK

Tel: 01249 815052

Further service improvements:

- ✓ The **Help to Live at Home telecare response and community equipment services** are being provided by Wiltshire Medical Services (WMS), Medequip UK and Aster Living. These services have already been implemented in West Wiltshire, as part of the Help to Live at Home pilot test and will be introduced across the county in April.

Medequip UK is now the provider for all community equipment aimed at assisting customers to remain independent in their own homes. Community equipment ranges from the more

traditional aids such as chair raisers, continence products, hoists etc. to more specialist technology including pendant alarms, fall sensors and pressure relief mattresses.

With an aim to make equipment more accessible Medequip is working closely with the Independent Living Centre in Semington to equip a demonstration suite for customers to visit and will be opening a number of retail units across Wiltshire. In addition Medequip will implement a mobile demonstration and assessment unit, able to visit the whole of Wiltshire.

Telecare customers have specialist equipment in their homes which, in an emergency, triggers an alarm at the Wiltshire Medical Service call centre in Chippenham. This can be responded to in a number of ways; a conversation with the customer via the Telecare equipment, contacting a key holder, or a WMS responder visiting the customer.

A telecare service without the ability to visit customers has restrictions. When an alert is triggered, a standard call centre may be able to do little else, except call an ambulance and which can lead to an inappropriate hospital admission. The benefit of the new telecare response service is that it allows customers to receive the most appropriate response, when they need it.

- ✓ **Specialist financial advice** to people seeking assistance with paying for their care is now available.

Around 40 percent of individuals, who go into residential and nursing care in the county have to finance care themselves as they have savings and assets (including their home) worth more than £23,250. Unfortunately up to 25 percent of these individuals run out of funds, leaving little or no inheritance for loved ones. This may be avoidable in some cases.

Paying for care can be an expensive and open-ended commitment so the council would strongly recommend that customers seek specialist information and advice before making any commitments.

If a customer is currently in receipt of care it is still advisable to seek specialist information and advice as there may be options available to you to protect your interests.

To support people who pay for their own care, Wiltshire Council is working with two independent care fees specialists to help customers make informed choices about their long term care and specifically how they can fund it.

Both of these Specialists are accredited by SOLLA, (Society of Later Life Advisers) through the Later Life Accreditation Scheme:

Ashton Rowan
Telephone: 01225 475359

Email: wilts@ashcourtrowan.com

Web: www.ashcourtrowan.com/financial-planning

Care Fee Investments Limited

Telephone: 0845 077 5655

Email: wilts@carefeesinvestment.co.uk

Web: www.carefeesinvestment.co.uk

- ✓ The **Customer Reference Group** now has 40 members, 20 of whom have received training and are shortly to hold two coffee mornings for Help to Live at Home customers to hear their views on the service.
- ✓ A **dedicated customer helpline** has been set up for Help to Live at Home issues, this number is staffed 9am-5pm, Monday to Friday on 01225 712553.

Report to RWB&C Area Board 2012YoC Update

May 1st Diamond Jubilee Celebration Royal Visit to Salisbury

The Area Board had a Jousting Tent in the Cathedral Close, along with tents from all of the other Area Boards and some community groups. The day started off wet and windy, and did not look too good, however a watery sun appeared about 11.15 and by the time Her Majesty and Prince Philip arrived, the sun was glorious. The place was thronging, and a good time was had by all.

Children from Longleaze School were chosen to start the proceedings by releasing balloons.

Our tent contained

- Interactive storyboards with a medieval slant reveal the area's Royal links:
- Cricklade's Court Leet
- Royal Wootton Bassett's Letters Patent, recently presented by HRH Princess Anne to the town
- Purton's Astronomer Royal Neville Maskelyne.



Many thanks go to Cricklade Town Council, Cricklade's Court Leet, Royal Wootton Bassett Town Council, Royal Wootton Bassett Town Crier, Owen Collier, and Purton Historical Society, without whom our tent would have been very empty.

May 23rd Olympic Torch Route

Plans are underway to animate the route. A number of local schools have expressed a desire to be there together with some local groups and organisations. Bunting preparation is well under way. A verbal update will be given at the meeting

July 11th Hudson's Field Event, Salisbury

Local acts have been selected via the Shine for Wiltshire You Tube competition.

- Wootton Bassett rocks (band)
- Nudybronque (band)

Anybody wishing to attend the event on July 11th is most welcome. Details can be found at

<http://www.wiltshire.gov.uk/communityandliving/festivalofcelebration.htm>

Thanks to all the members of the team, past and present, who have put so much effort into making these events a success.

Cllr Allison Bucknell
Lyneham Division

Appointments to Outside Bodies and working groups 2012/13

1. Purpose of the Report

- 1.1. To note the appointments to Outside Bodies and Working Groups as set out at Appendix A, which will continue for the forthcoming year 2012/13, unless the Board wishes to make any changes.

2. Background

- 2.1. The Area Board appointed to Outside Bodies at its inaugural meeting in 2009. These appointments will continue for the duration of Councillors' current terms of office, unless the Board determines otherwise.
- 2.2. Similarly, other appointments have been made to Working Groups, such as the Community Area Transport Group (CATG). These appointments will also continue until 2013.

3. Main Considerations

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

4. Financial and Resource Implications

- 4.1. None.

5. Legal Implications

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

6. Environmental Impact of the Proposals

- 6.1. None.

7. Equality and Diversity Implications

- 7.1. None.

8. Delegation

- 8.1. Under Wiltshire Council's constitution (Part 4, paragraph 5), appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.
- 8.2. The appointment of Councillors 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. note the appointments to Outside Bodies as set out at Appendix A, and to agree any changes required.
 - b. agree to reconstitute the Working Group(s), and to agree to re-appoint to Working Group(s) as set out at appendix B
 - c. note the Terms of Reference for the Working Group(s), as set out at Appendix C.

Report Author:

Penny Bell
Democratic Services Officer
01249 706613
penny.bell@wiltshire.gov.uk

Appendices:

Appendix A – list of appointments to Outside Bodies

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

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

Unpublished background documents relied upon in the preparation of this report

None.

WILTSHIRE COUNCIL OUTSIDE BODIES

Outside Body Title (A to Z)	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Rep	On the Web
C&DCA (formerly Cricklade Leisure Centre)	Area Board - Wootton Bassett & Cricklade	So council sees visibly how funds are used	To maintain leisure facilities at the centre in Cricklade	3-4 weekly	No	1	Cllr Peter Colmer	Yes
Community & RAF Fairford Liaison Group	Area Board - Wootton Bassett & Cricklade	To keep councillors informed of developments at the base	Forum for liaison between various different groups and agencies	2 meetings per year	No	1	Cllr Peter Colmer	Yes
Neighbourhood Planning Forum	Area Board - Wootton Bassett & Cricklade	-	-	-	-	1	Cllr Mollie Groom	No
Shadow Community Operations Board	Area Board - Wootton Bassett & Cricklade	To oversee the community campus project and make recommendations to the relevant Area Board.	To maintain an overview of the community campus project including design of the building and discussing which services should be located within the building.	Monthly meetings in the locality	Yes	1 for Cricklade and 1 for Wootton Bassett	Rachel Goff (Wiltshire Council Officer - Transformation) Cllr Bill Roberts with Cllr Alison Bucknell as deputy Mike Leighfield with Susan Doyle as deputy (Town/Parish Council) George Croxford (Education and Young People) Canon Thomas Woodhouse (Wider Community) Angelina Peaker, Lisa Page, Alan Mole (User and Community Groups)	Yes
Wootton Bassett & Cricklade Youth Issues Group (CAYPIGS)	Area Board - Wootton Bassett & Cricklade	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	Up to 2	Cllr Peter Colmer	Yes

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

Community Area Transport Group (CATG):

- Area Board members x 6
- Adrian Hampton, Spencer Drinkwater, Steve Cross, Gareth Rogers – Wiltshire Council Highways Officers
- Alison Sullivan, Community Area Manager
- Parish and Town Council reps x 13
- Deb Goodman
- Geoff Greenway
- John Webb
- John Bennett

Shadow Community Operations Board (Shadow COB):

- Rachel Goff (Wiltshire Council Officer – Transformation)
- Area Board rep – Councillor Bill Roberts (Councillor Allison Bucknell as deputy)
- Town/Parish Council rep – Mike Leighfield (Susan Doyle as deputy)
- Education and Young People rep – George Croxford
- Wider Community rep – Canon Thomas Woodhouse
- User and Community Groups reps – Angelina Peaker, Lisa Page, Alan Mole

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

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:

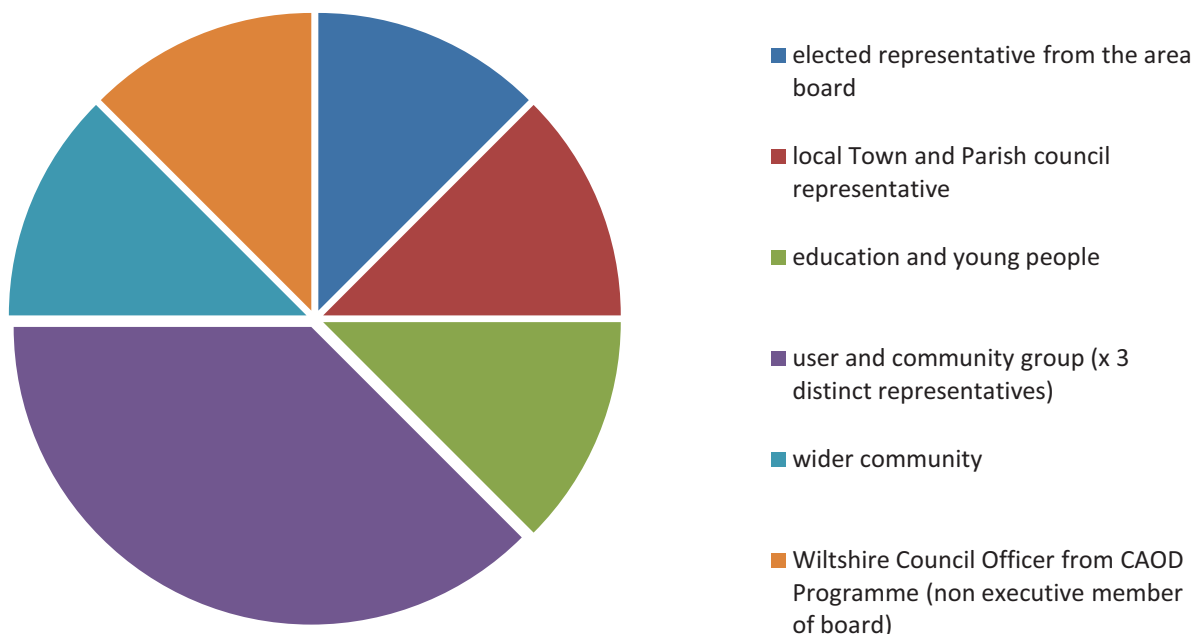
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive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

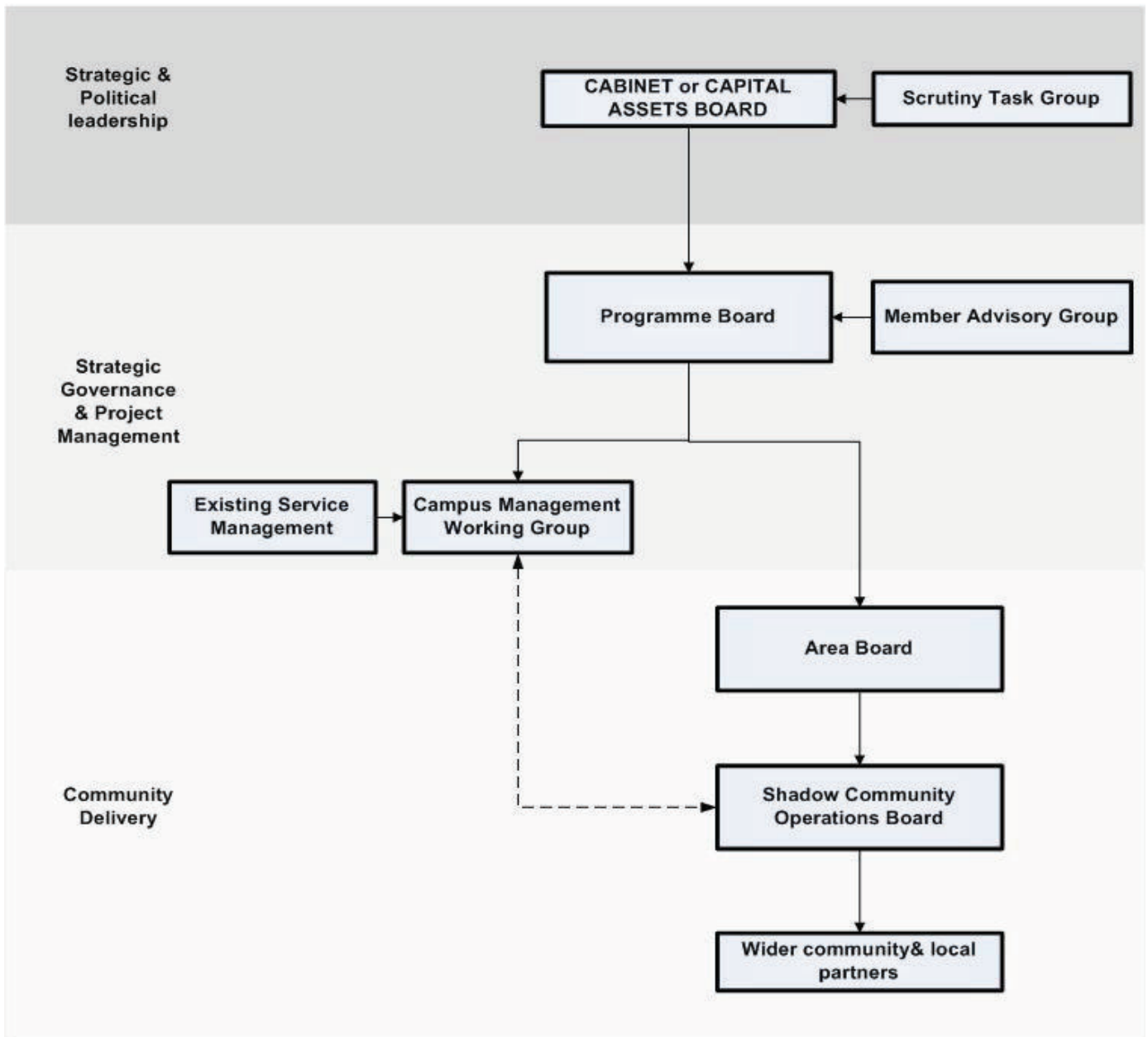
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or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



Crime and Community Safety Briefing Paper

Royal Wootton Bassett Community Area Board

30th May 2012



1. Neighbourhood Policing

Team Sgt: Sgt Martin Alvis

Royal Wootton Bassett (Town)

Beat Manager – PC Nick Spargo
PCSO – James Wale

Royal Wootton Bassett (Rural)

Beat Manager – PC Steve Porter
PCSO – Andy Singfield

Cricklade and Purton

Beat Manager – PC Lee Kuklinski
PCSO – Nicola Allan
PCSO - Richard

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 our Wiltshire Police Website.

□ Visit the new and improved website at: www.wiltshire.police.uk

3. Police Authority Representative: Mrs Carole Soden

Please contact via Wiltshire Police Authority Tel. 01380 734022 or
<http://www.wiltshire-pa.gov.uk/feedback.asp>

4. Performance and Other Local Issues

Reported crime

I am pleased to report that crime continues to fall across the sector in all but a few categories. There has been an increase in offences of violence against the persons and anti-social behaviour. Both of which will be targeted by the sector in the coming weeks.

There has been a couple of dwelling burglaries in the last week in the area of Purton and Cricklade, however, over all reported burglaries are down.

Other crime issues

The high price of scrap metal has also lead to a spate of catalytic converter thefts. For companies that own a fleet of vehicles it can be extremely expensive to replace these, with one catalytic converter costing around £2,500. In order to prevent these thefts from occurring, anti-theft devices can be ordered over the internet and range in price from £80 to £200.

Torch Relay

Plans are being developed for the Olympic Torch relay that will come through the town on Wednesday 23rd May. This Olympic event is the start of a year, that combined with the Jubilee celebrations, will see an unprecedented demand on the police service as a whole.

CRIME & DETECTIONS (May 2011 – April 2012 compared to previous year)

EO Royal Wootton Bassett	Crime				Detections	
	May 2010 - April 2011	May 2011 - April 2012	Volume Change	% Change	May 2010 - April 2011	May 2011 - April 2012
Victim Based Crime	902	790	-112	-12%	17%	19%
Domestic Burglary	60	41	-19	-32%	17%	15%
Non Domestic Burglary	157	90	-67	-43%	6%	1%
Vehicle Crime	88	62	-26	-30%	2%	6%
Criminal Damage & Arson	213	177	-36	-17%	9%	19%
Violence Against The Person	116	138	22	19%	52%	47%
ASB Incidents	633	735	102	16%		
<p>Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for All Crime and better than peers for Violent Crime in the previous 12 month period (Mar 2011 - Feb 2012)</p>						
<p>* Detections include both Sanction Detections and Local Resolution</p>						

Inspector Martin
Area Commander
080512

Update for Royal Wootton Bassett & Cricklade Area Board

Update from	Wiltshire Fire & Rescue Service
Date of Area Board Meeting	Wednesday 30 May 2012

Headlines

How Wiltshire Fire & Rescue Service delivers its emergency response is set to change, with a number of proposals now being consulted upon.

In common with other public sector organisations, the Service faces a significant cut in its Government funding over the next few years, with the need to save £1.8 million by the end of 2014.

In response to this, and also the opportunities presented by the Localism Act, a number of projects have been underway since last April to look at all parts of the organisation and to identify ways of working differently.

While a number of proposals have come out of this process, the Service has been keen to ensure that it:

- Keeps all 24 of its existing fire stations;
- Maintains fire cover across Wiltshire and Swindon, with no increase in response times;
- Keeps all of its existing fire engines;
- Is ‘at the heart of the community, for the community’;
- Works more closely with its partners; and
- Uses the skills of its existing staff in a better way.

Four of the projects concentrated specifically on how emergencies are responded to, and the recommendations from these were presented to staff in a series of briefings during February. In addition, a 12-week public consultation started on 5 March, allowing as many people as possible to have their say.

To get involved in the consultation process, please visit www.wiltsfire.gov.uk and click on the ‘Have your say’ link. Alternatively, email consultation@wiltsfire.gov.uk or call 01380 731114.

Future Events/Dates for the diary

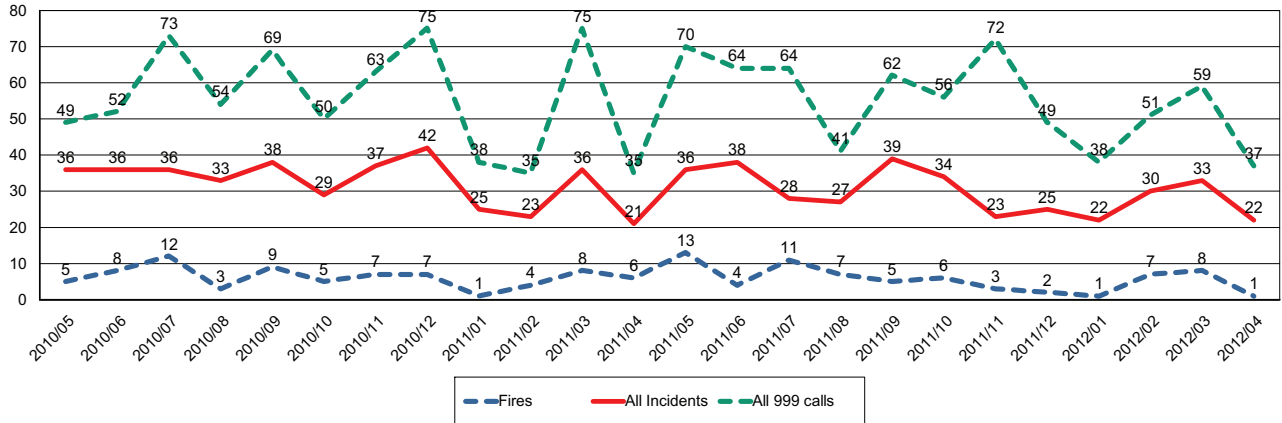
- On May 23rd The Olympic Torch will go past the fire station in Drove Rd. Swindon. The station will be having a short open day from 11:00 until 14:00. Anyone who would like to visit and have a look around would be very welcome. Should you require any more information please contact Watch Manager Gregg Izon of Green Watch Swindon on greg.izon@wiltsfire.gov.uk or alternatively 01793 401200.



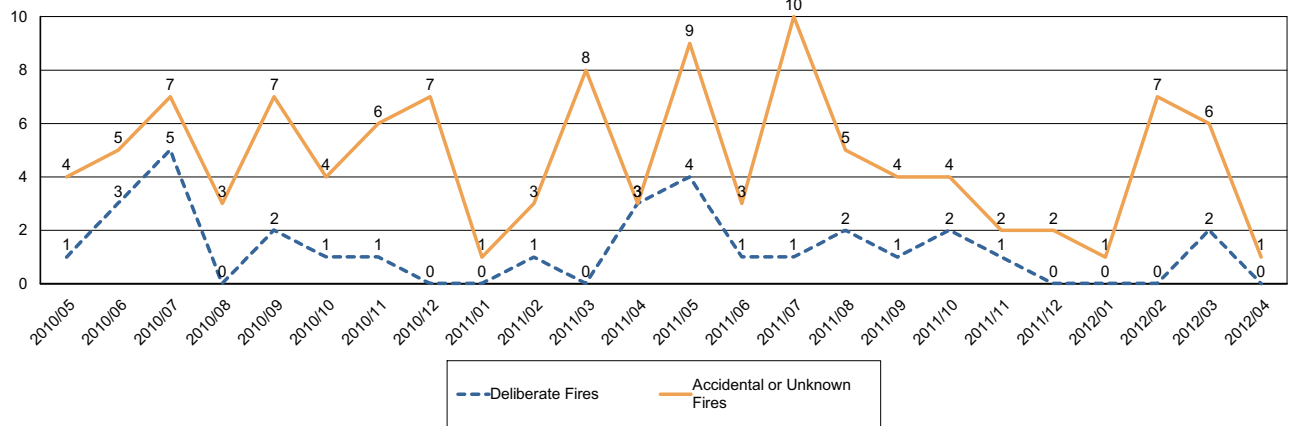
Report for Wootton Bassett & Cricklade Area Board

The following is an update of Fire and Rescue Service activity up to and including April. It has been prepared using the latest information and is subject to change.

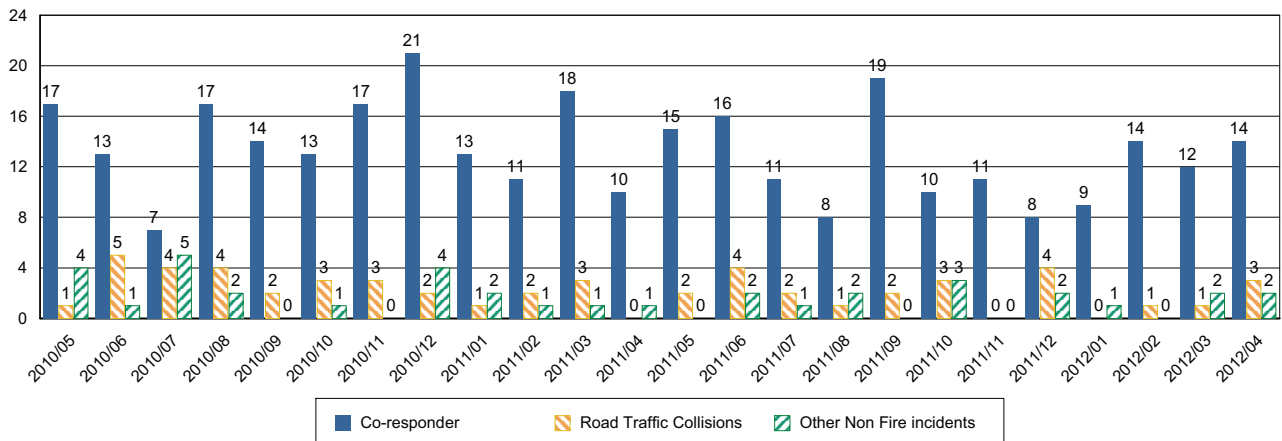
Incidents and Calls



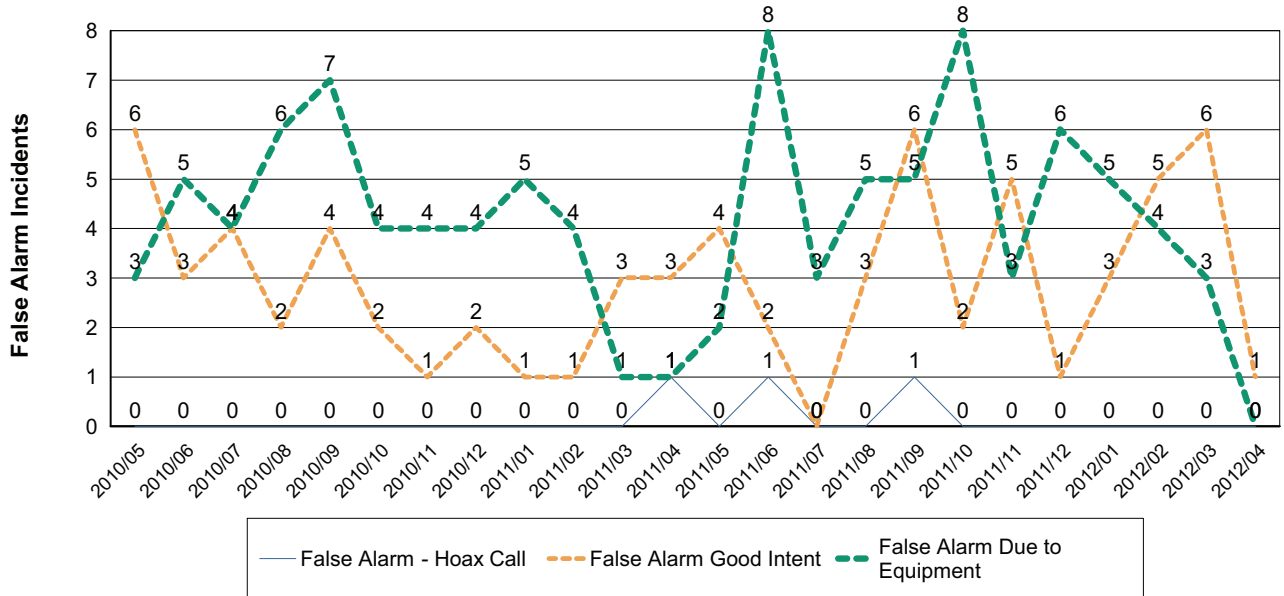
Fires by Cause



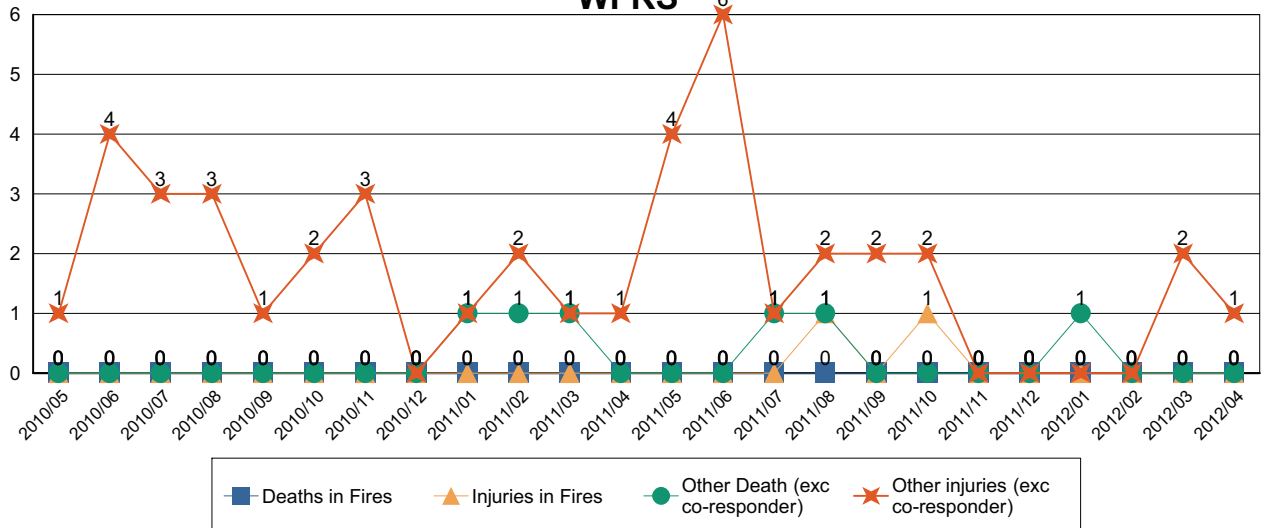
Non-Fire incidents attended by WFRS



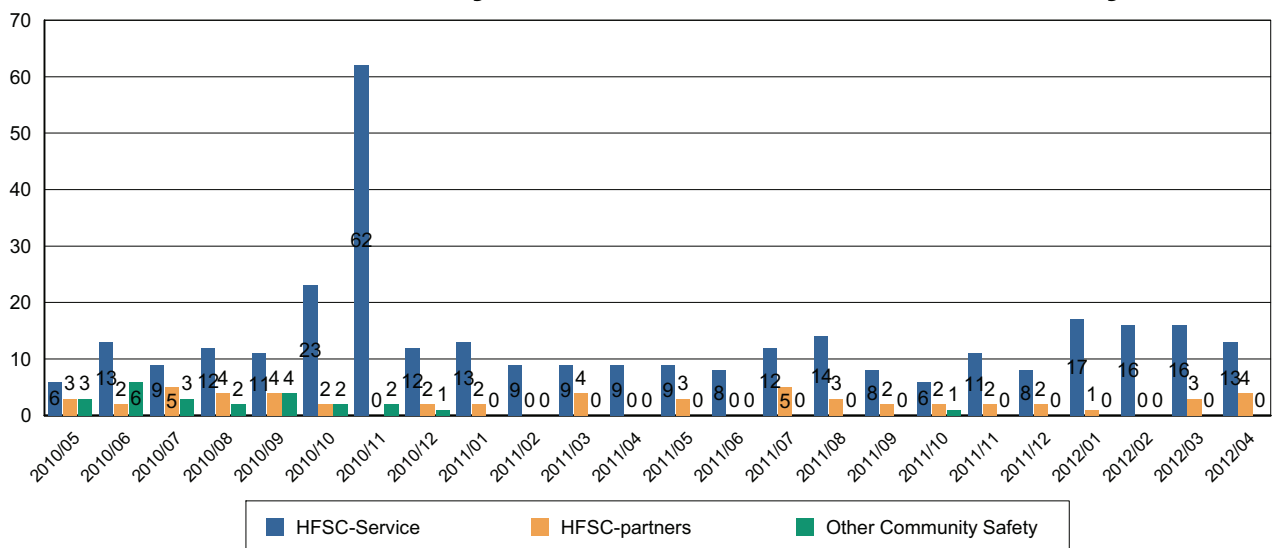
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

April update

Summary Care Record – your emergency care summary

The NHS in England is introducing the Summary Care Record, which will be used by doctors and nurses in the event of unscheduled or emergency care. The record will contain information about any medicines you are taking, allergies you suffer from and any bad reactions to medicines you have had, to ensure those caring for you have enough information to treat you safely. It is already being used successfully in many parts of the country and will affect the whole of the patient population of Wiltshire. More information is below:

People in Wiltshire will receive letters with information and a leaflet about the Summary Care Record from 16th April onwards.

The Summary Care Record can be very useful to health staff – particularly if you are taken ill or have an accident in an area where you do not live. Healthcare staff will be able to check your information so that they know what will be the best way to treat you if, for instance, you are allergic to a particular medicine.

Healthcare staff who can see your Summary Care Record:

- Need to be directly involved in caring for you;
- Need to have a smartcard with a chip and passcode (like a bank card and PIN)
- Will only see the information they need to do their job and
- Will have their details recorded

By law, everyone working for the NHS, or on behalf of the NHS, must respect your confidentiality and keep all information about you secure – and more information about this is contained in the leaflet you will receive.

As a patient you have a choice:

- **Yes I would like a Summary Care Record** – you do not need to do anything when you receive your letter, and a Summary Care Record will be created for you. If you have an accident, or need some emergency or unscheduled healthcare, healthcare staff will ask your permission before they look at your record, except in certain circumstances (for example if you are unconscious).
- **No I do not want a Summary Care Record** – a freepost opt out form will be included with your letter. **This form should be completed, sealed and returned, or alternatively you can hand it into your GP practice.** Additional copies of the opt out form can be picked up from your GP practice or requested from the dedicated NHS Summary Care Record Information line on **0300 123 3020.**

If you feel you would like more information to help you decide, you can telephone the dedicated NHS Summary Care Record Information Line on **0300 123 3020** or visit the website at **www.nhscarerecords.nhs.uk**, where you can find information in other formats and languages.

You can choose not to have a Summary Care Record and you can change your mind at any time by informing your GP practice.

If you are a parent or guardian of a child under 16 then you may wish to discuss this with them – they will automatically receive a Summary Care Record unless you opt them out.

Your Summary Care Record will be created over the next six months from receipt of your letter; if you choose not to have a Summary Care Record then you need to send the opt-out form back within 12 weeks from the date of your letter.

If you do nothing the NHS will assume that you are happy and create a Summary Care Record for you.

NHS Continuing Healthcare

Introduction of deadlines for requests for assessments of eligibility for cases during the period 2004-2012

On 15 March 2012, the Department of Health announced the introduction of deadlines for new cases which require assessment of eligibility for NHS Continuing Healthcare funding.

The deadlines apply to previously un-assessed periods of care, which occurred in the following time periods:

Period	Deadline
1 April 2004 – 30 September 2007	30 September 2012
1 October 2007 – 31 March 2011	30 September 2012
1 April 2011 – 31 March 2012	31 March 2013

If you think that this affects you or a family member, please contact the Continuing Healthcare Team at NHS Wiltshire for further information on how to notify the PCT of a request for assessment of eligibility. This notification should be given within the deadlines above. Some cases may be accepted after the dates outlined above if there are exceptional circumstances for doing so.

Contact the CHC team at NHS Wiltshire on **01380 733865** or **chcoffice@wiltshire.nhs.uk**

May update

New tests provided for women in Wiltshire as part of the NHS Cervical Screening Programme

Women in Wiltshire will benefit from a new test for High Risk Human Papilloma Virus (HR HPV) from April 2012 onwards, as part of the NHS Cervical Screening Programme.

HPV is a common infection and most women get it at some point in their life. In most cases it clears up by itself without the need for treatment, but in some women the virus persists, placing them at greater risk of developing cervical cancer. Clinical studies have identified that almost 100% of cervical cancers show evidence of HR HPV infection, and detecting HPV at an early stage can reduce the risk.

The HPV test will be carried out as part of the routine smear test, and no additional sample is required. Women will be given the results of the screening and HPV tests in the normal way, and will be advised if any treatment is necessary. All women in the eligible age group – between the ages of 25 and 64 – come under the screening programme and are invited for routine screening by their GP.

About 2,900 women are diagnosed with cervical cancer in the UK each year. It is the most common cancer in women under 35 years old and over half of all cases are diagnosed in women under 50. Every year in Wiltshire six women die of the condition. Cervical cancer is unique in that we already know exactly what we have to do to prevent almost every case; effective vaccination and screening programmes could virtually eliminate cervical cancer, so the inclusion of HPV testing in the screening programme makes it even more effective.

Wiltshire welcomes the Government's consultation on plain packaging of tobacco products

Wiltshire's Director of Public Health and Public Protection has welcomed the announcement of the Government's consultation on tobacco packaging. Maggie Rae, NHS Wiltshire and Wiltshire Council's Director of Public Health and Public Protection said:

'Our partners, Smokefree South West, have launched a world first campaign to raise awareness of the dangers of tobacco packaging to children and young people. The shocking facts are that smokers start as children and continue as adults. Two thirds of smokers start before they are 18 and the vast majority while still teenagers. The tobacco industry knows this only too well, and uses trendy,

appealing packaging to help entice young people – who go on to replace the 100,000 people lost every year to smoking related diseases.

‘We have had support from parents and grandparents, from old and young, men and women, smokers and non-smokers. People want to see their children lead a full life free from addiction and from the illnesses and premature death caused by smoking.

The aim of packaging tobacco products in standardised packaging is to reduce the number of children who smoke by:

- Making tobacco packaging look less attractive
- Increasing the effectiveness of health warnings
- Preventing the use of misleading and deceptive colours to create false beliefs of different strength and quality
- Removing the positive association with cigarette brands and image

‘Smoking is an epidemic that affects children and moving tobacco products into standardised, plain packaging is designed to protect them and to help reduce the numbers who begin smoking. The proposals for plain packaging are not about current smoker’s behaviour.’

To date over 25,000 people have given their backing to the Smokefree Southwest campaign at www.plainpacksprotect.co.uk.

Darrell Gale, Consultant in Public Health at NHS Wiltshire and chair of Wiltshire’s Tobacco Control Alliance said:

“Branding of cigarettes encourages childhood experimentation - which leads to addiction. Smoking is still cool to many children and young people - aided by brightly coloured packs; cool brands; packs designed to look like MP3 players or Zippo lighters. Plain packaging removes the tobacco industry’s ONLY remaining legal means of promotion to the young. They know their potential UK market will shrink dramatically if cigarettes are packages in standardised packaging.”

Wiltshire CCG appoints Chairman

Wiltshire Clinical Commissioning Group, the new doctor-led commissioning organisation that will be responsible for buying local health services in Wiltshire, has elected Dr Stephen Rowlands as its Chair with immediate effect.

Dr Rowlands has been the Medical Director of Wiltshire Primary Care Trust since April 2011 and, alongside his work with the emerging Clinical Commissioning Group (CCG), has been a Senior Partner GP with the Bradford Road surgery in Trowbridge since 1985. His role as Chair to the CCG will be an interim post until March 2013.

The Health and Social Care Act requires that every CCG has a governing body which must oversee its governance and decision-making, ensuring that it exercises its functions effectively, efficiently and economically. The CCG will work within a framework with other health and social care providers such as the three NHS acute hospitals and Wiltshire Council and arrangements for engaging and involving members of the public, patients, carers and voluntary organisations to ensure they are ready to take up the responsibility for commissioning. They will enter a process for authorisation as a statutory commissioning organisation later this year.

Dr Rowlands said:

“The agenda for the next eleven months is extremely demanding and I am very keen to support the transition from PCT to clinical commissioning as smoothly as possible. I’m honoured to have been chosen as Chair of the Wiltshire CCG, which brings together all GPs in the county to help steer the provision and development of local health services for Wiltshire people. This is an exciting opportunity to build on the good work of NHS Wiltshire”.

“As highlighted in national media, the NHS faces significant challenges in the next few years, especially in terms of its finances. Having local GPs working in partnership with hospital colleagues, other healthcare professionals, NHS managers and patients will ensure that we continue to have local NHS services that really support and meet the needs of people in Wiltshire”.

Ed Macalister-Smith, Chief Executive of the existing Primary Care Trust said:

“I am delighted that Steve has accepted the role, and the people of Wiltshire should feel confident in Steve’s experience, his focus on patient safety and clinical excellence, and his ability to lead such complex changes”.

Update for Wootton Bassett & Cricklade Area Board

Update from	Cricklade Town Council
Date of Area Board Meeting	Wednesday, 30 th May 2012

Headlines

Cricklade Town Plan – The Town Plan Steering Group made a short presentation at the Annual Town Meeting on 30th April after which everyone was invited to meet members of the Steering Group, look at displays and discuss feedback to its recent first stage consultation exercise around a draft Town Plan.

Dog Fouling – Huge strength of community feeling about this issue and its ineffective enforcement. In line with other towns and parishes, this problem has worsened in recent months. Posts on Facebook, the drawing up of a Dog Mess Map and publicity are helping to highlight this, re-educate irresponsible dog owners and target those areas where the problem is greatest. A report has been put together evidencing the extent of the problem and this has been passed to Wiltshire Council.

Hosepipe Ban – Though the ban has been lifted in the majority of the county, Cricklade (which sits on a Flood Plain) still comes under the ban's umbrella. As holders of the RHS Champion of Champion's title, a good deal of thought had gone into ensuring that the High Street will look good and Cricklade maintains its high reputation while saving water. Abstraction from the Thames is an option as well as working with the community to collect water in butts and re-use grey water.

Annual Meeting of the Town Council – Cllr David Tetlow was elected as Chairman of Cricklade Town Council with Cllr Gina Chapman as Vice-Chair. Working Parties for the next year include Tourism Development, the enhancement of the Eastern Roundabout, Long and Hall Close, Civic Awards, Youth Provision, a new website and car parking.

Projects



Diamond Jubilee – Plans are well ahead for the Diamond Jubilee weekend. Commemorative items – a Royal Worcester special edition plate, Cricklade Celebration wine, a *Coronation Revealed* booklet, postcards and stickers – are all selling well. Celebratory events include the unveiling of our Jubilee mosaic at Saxons Rest when the Court Leet will also give commemorative mugs to Cricklade's children, an ecumenical church service followed by a Big Lunch in the grounds of St Sampson's Church and lighting of a Jubilee Beacon at Saxons Rest as well as a Beacon Ball.

Twining Visit – Cricklade's visitors from Sucé-sur-Erdre will be in town for the Diamond Jubilee weekend arriving on Friday, 1st June. The Town Council will host an informal reception at the Town Hall to welcome them.

Future Events/Dates for the diary

A full list of Jubilee (and other) events in Cricklade can be found at our Events Diary at www.cricklade-tc.gov.uk

Diamond Jubilee Weekend Events

31 st May	Unveiling of Diamond Jubilee mosaic at Saxons Rest
3 rd June	Ecumenical Church Service at St Sampson's - Big Lunch
4 th June	Lighting of Jubilee Beacon at Saxons Rest
17 th June	Cricklade Festival – <i>A Diamond Day Out</i>



Signed – Shelley Parker, Town Clerk

Date: 17th May 2012

Update for Royal Wootton Bassett & Cricklade Area Board

Update from	Purton Parish Council
Date of Area Board Meeting	Wednesday 30 May 2012

Headlines

- The Widham Farm Inquiry has been adjourned so we are now waiting for the new dates for the Inquiry.

- Purton Parish Council spoke against the development of Ridgeway Farm at the Inquiry which was held in Chippenham over eight days during May.

- Purton was well represented at the recent Wiltshire Diamond Jubilee event in Salisbury.

Projects

- Local residents in Purton should soon receive a questionnaire seeking information to feed into the Parish Plan.

- Purton Parish Council is taking an active part in the Neighbourhood Plan Steering Group.

Future Events/Dates for the diary

- Purton's Diamond Jubilee Event will be held on Sunday 3rd June, this will be a free event full of fun packed activities and entertainment. The event will start with a banner parade through the village. On Monday 4th June a beacon will be lit in Purton at a specified time to coincide with others being lit around the country.

- On the 23rd May representative from Purton will be in Royal Wootton Bassett to see the Olympic Torch go past. Some of those watching will be members of Purton Amateur Dramatic Society and they will look very colourful in an array of costumes and some will be performing the cancan!

Update for Royal Wootton Bassett & Cricklade Area Board

Update from	Royal Wootton Bassett Town Council
Date of Area Board Meeting	Wednesday 30 May 2012

Headlines

- Councillor Paul Heaphy attended a Reception in the presence of Her Majesty The Queen and His Royal Highness The Duke of Edinburgh at the Diamond Jubilee Celebrations in Salisbury on Tuesday 1st May 2012. Councillor Heaphy was pleased to be able to show Her Majesty the Mayoral Chain of Office, which now bears a new jewel following the town's 'Royal' status being granted.
- At a meeting held on Wednesday 2nd May Councillor Paul Heaphy retired as Mayor of Royal Wootton Bassett and Councillor Mike Leighfield was elected for the forthcoming civic year. Councillor Linda Frost was elected as Deputy Mayor. Councillor Leighfield was pleased to open a new shop on the High Street as his first Mayoral engagement.
- Olympic Torch Relay ran through Royal Wootton Bassett on Wednesday 23rd May.

Projects

- The Youth Offending Team painted the brick bus shelter located adjacent to the Lime Kiln. This is one example of several projects that have used this scheme and our Grounds Maintenance Team Leader, Ralph White, has reported that work was carried out to a high standard and communicated this to Julie Higdon, Police Youth Justice Worker of the Wiltshire Youth Offending Team.
-
- Gifts of appreciation regarding repatriations are currently displayed on a rotating basis in a window display cabinet at the Town Council offices and in the Reception area.
-
- Mr. Ken Scott presented an album of over 500 messages, cards and items placed in memory of loved ones at Royal Wootton Bassett's War Memorial on the High Street. The album represents a collection of very personal tributes and is available to see at the Town Council offices at any time.
-

Update for Royal Wootton Bassett & Cricklade Area Board

Future Events/Dates for the diary

- Royal Wootton Bassett Diamond Jubilee High Street Party.
-

- A Diamond Jubilee Celebrations Pack is available to view or download on the Royal Wootton Bassett Town Council website at www.royalwoottonbassett.gov.uk This provides details of Diamond Jubilee events in Royal Wootton Bassett as well as the Olympic Flame's overnight stay at Salisbury.
-

- Royal Wootton Bassett's Town Crier and Sword Bearer, Owen Collier is the South of England Town Criers' Champion 2012. Owen's wife, Mrs. Sheila Collier, won Best Dressed Escort at the competition.
-

NEIGHBOURHOOD PLANNING WORKING GROUP – REPORT FROM Cllr Mollie Groom
19 April 2012

We had a positive meeting last night, Peter Willis resigned and Steve Bucknell was unanimously elected as the new Chairman, and Ray Thomas from Purton is the new Vice Chairman.

It was requested that all parish councils agree the new Terms of Reference of the Steering Group, in addition to their confirmation approving actual participation; and that Neighbourhood Planning should be a standing item on pc agendas whilst process is in being.

WC was instructed to advise Common Places that they have the contract and a WG was formed, led by Ray Thomas, to meet the contractors within the next 2 weeks to find out what they propose as the first steps. The Working Group is composed of:

Ray Thomas of Purton Parish Council, Chairman
John Harmer of Cricklade Town Council,
Ann Kingdom of Lyneham and Bradenstoke Parish Council
Mollie Groom, Unitary Councillor.

- Steve Bucknell firmly requested WC (Alistair) to arrange Admin Support for the SG from WC
- Ann Kingdom (Lyneham) is going to work with Anna Lee (WC) to produce simple Standing Orders for the SG
- Steve pressed Alistair (WC) to circulate a copy of the Core Strategy, including any agreed comments from the now concluded consultation, to all SG members.

It was agreed that Steve would work up a Press Release to go out through the WBTC and be copied to all TC/PCs to publish in their Parish Newsletters/Magazines.

A second WG to deal with Budget and Fund Raising was agreed but will be set up at the next **meeting** expected to be held in the:

Silver Threads Hall, Purton, at 18:30 on the 22nd of May 2012.

Cllr Mollie Groom

Royal Wootton Bassett and Area Shadow COB
Update to Royal Wootton Bassett and Cricklade Area Board
30th May 2012

At a recent meeting the Shadow COB met with RWB town council to better understand the users of the Civic Centre and their requirements from the space. This was a really useful meeting and the group thank representatives from the Town Council for providing very useful information.

The Group discussed their workplan over the coming months and the SCOB members felt that as an outcome is still awaited from discussions with the MOD, that further conversations with people at this time of uncertainty would inflate the tension and aggravation people are expressing at the perceived lack of progress.

The SCOB decided that further conversations at this time would be unwise! It is clear that we can deliver conversations, consultations and workshops quickly and efficiently when asked and I have confidence that in the next few months we will attend to the SCOB Work Plan.

We plan to use this period of time for SCOB members to re-energize themselves ready to deal with the outcome current discussions.

We will continue to work with Laurie Bell on our communications plan and will continue to point people to the information already in the public domain and to assure people that we are working hard on their behalf.

We continue to trust and must express our thanks to Wiltshire Council for continuing to work hard on the SCOBs behalf. We have no doubt they are doing their very best to secure partner funding for our Preferred Option.

Thomas Woodhouse, Chair, of the Royal Wootton Bassett and Area Shadow Operations Board

WILTSHIRE COUNCIL

**ROYAL WOOTTON BASSETT & CRICKLADE AREA BOARD
WEDNESDAY 30 MAY 2012**

COMMUNITY ASSET TRANSFER

Latton Recreation Field

Executive Summary

This report deals with an application for the transfer of Latton Recreation Field to Latton Parish Council in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

The Area Board is asked to consider a transfer of Latton Recreation Field to Latton Parish Council.

Reasons For Proposal

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

Recommendation

To approve the transfer.

Steve Milton

Royal Wootton Bassett & Cricklade Community Area Manager

ROYAL WOOTTON BASSETT & CRICKLADE AREA BOARD
DATE TBC

COMMUNITY ASSET TRANSFER

Latton Recreation Field

Purpose of Report

1. The Area Board is asked to consider the transfer of Latton Recreation Field (see plan attached at Appendix 1).

Background

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

The proposal before the Area Board

6. The field has been leased to Latton Parish Council for many years, and the latest lease is due for renewal. Rather than renew the lease it was prudent to give Latton Parish Council the opportunity to consider whether to take a transfer of the freehold interest in the land. The most appropriate basis for such a transfer would be on the terms set out in Wiltshire Council's community asset transfer policy.
7. The proposal meets the requirements for consideration by the Area Board.

8. The Community Area Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service departments across the Council. Cllr Colmer, the local member, has been apprised.

The views of Council officers

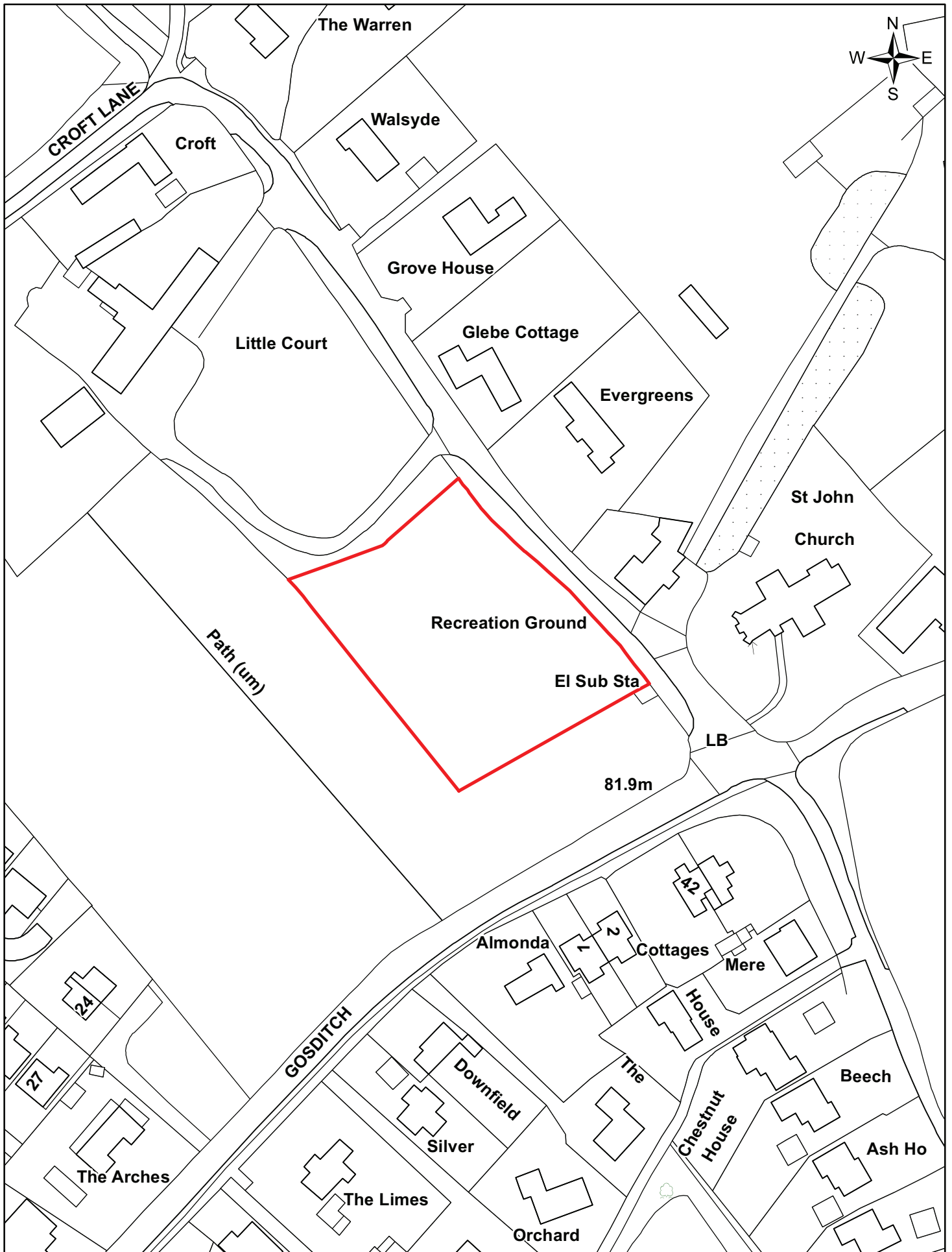
9. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
 - 9.1 Latton Parish Council Council holds the land on a lease from Wiltshire County Council for 5 years from 25th December 2003. This has expired and the Parish Council is holding over on the terms set out in that lease.
 - 9.2 The land is to be transferred on the standard basis. This is that there will be a covenant restricting use of the land to community purposes. If the land should cease to be used for this purpose it will revert to Wiltshire Council.
 - 9.3 The land has no value other than as playing field land and Latton Parish Council has maintained it in accordance with the lease terms. Therefore, financial implications are limited to the loss of the rent, which is currently £200 per year.

Recommendation

10. To approve the transfer.

Steve Milton

Royal Wootton Bassett & Cricklade Community Area Manager



Title: Latton Recreation Field		Crown copyright and database rights 2012 Ordnance Survey 100049050	
Date:	April 2012	Dr Carlton Brand BA MSc EngD Corporate Director Telephone 0300 456 0100	 Where everybody matters
Scale:	1/1250		

Report to Royal Wootton Bassett and Cricklade Area Board
Date of Meeting 30th May, 2012
Title of Report Community Area Grants

Purpose of Report

To consider the following applications for community area grant funding

A summary of the applications together with the Community Area Manager's recommendation is set out below.

Application (and amount requested)	Recommendation
1. Royal Wootton Bassett & District Sea Cadets: Purchase a new two seat slide-seat rowing boat complete with oars and road trailer (£2,000)	<i>Approve</i>
2. Lyneham Primary School: Creation of a Jubilee Woodland Walk (£2,213)	<i>Approve</i>
Total requested:	£4,213
Prior to consideration of these applications the Area Board's discretionary fund balance stands at:	£51,680
If all applications are approved the Board's balance will be:	£47,467

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet Member for Community Services. Under the terms of the delegation, Area Boards are required to follow the [Community Area Grant guidance and funding criteria](#).

In accordance with the Area Board Grants Guidance, officers are required to provide recommendations in their report, however, the decision to support applications and to what level are made by Wiltshire Councillors on this Area Board.

The Royal Wootton Bassett and Cricklade Area Board has been allocated a discretionary budget for 2012/2013 of £51,680.

A decision has been made in 2010/2011 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce the volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.

2. Main Considerations

Councillors will need to be satisfied that grants awarded meet the criteria set by the Council and are made to projects that can proceed within a year of the award being made. While neither of the current applications meet the criteria in full, the Community Area Manager is recommending approval in both cases for the reasons explained in the report.

3. Environmental & Community Implications

Community Area Grants will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

Financial provision has been made to cover this expenditure. If grants are awarded in line with the Community Area Manager's recommendations, the Royal Wootton Bassett and Cricklade Area Board will have a remaining balance of £47,467.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

There are no specific human resources implications related to this report.

7. Equality and Inclusion Implications

Community Area Grants give all local community and voluntary groups an equal opportunity to receive funding towards community based projects and schemes.

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
1.	Royal Wootton Bassett & District Sea Cadets	Purchase a new two seat slide-seat rowing boat complete with oars and road trailer	£2,000

9. This application seeks funding to purchase a 'Yole' slide-seat rowing boat complete with oars and road trailer for use by the Wootton Bassett and District Sea Cadets. The Yole, with good levels of maintenance which will be funded by the unit, will go on indefinitely. The purchase will enable the cadets and adult volunteers to gain British Rowing association qualifications in both rowing and coaching which will not only demonstrate the success of the project in tangible terms but allow the project to continue with those people using their new skills to instruct others. The Yole is lighter and more manoeuvrable than more traditional rowing boats making it particularly suitable by all the cadets including the unit's junior section who usually have to wait until they are older to successfully begin rowing training. This will be the only boat of its kind in the area would allow the unit to offer training to cadets from Swindon, Chippenham and Trowbridge.
10. This application fails to meet the Council's grant criteria on two counts.
11. Firstly, because the application seeks more than £1,000 from the Board the applicants are normally required to provide match funding. In this case the applicants are contributing £1,500 towards the cost of the purchase, leaving a shortfall of £500. The application shows that the Wootton Bassett & District Sea Cadets hold free reserves of £874. The Cadets have received £1,000 from Sport England and have contributed a further £500 from their own funds. In the circumstances the contribution of £1,500 is a sizeable amount. Seeking an additional £500 would leave the Group with a very low reserve, putting it at financial risk from unforeseen contingencies that may occur during the year.
12. The application does not provide competitive quotes for the purchase of the Yole but on further investigation it has been shown that there is only one provider of the equipment required. Therefore the requirement for competitive quotations does not need to be applied in this case.
13. In view of this, it is recommended that the Board accepts the contribution of £1,500 waives the requirements of the criteria in respect of match funding and awards the grant as requested to enable this worthwhile local project to proceed.
14. It is **recommended** that, taking into account of the circumstances set out at 11 and 12 above, the Royal Wootton Bassett & District Sea Cadets is awarded a grant of £2, 000 to assist with purchase a new two seat slide-seat 'Yole' rowing boat, oars and road trailer.

Ref	Applicant	Project proposal	Funding requested
2.	Lyneham Primary School	Creation of a Jubilee Woodland Walk	£2,213

15. This application seeks funding to enable the community to create a Jubilee Woodland Walk within the extensive grounds of Lyneham Primary School that can be enjoyed by the whole community and provide a lasting legacy of the Diamond Jubilee celebrations that will take place on the weekend of 2nd June 2012. The applicants state that the desired outcome of the project is to create a lasting community facility that enhances the local environment and which can be enjoyed and used as a learning resource by all members of the community.
16. The walk will comprise a meandering woodland pathway approximately 150m long through the grounds, planted with small copses of trees, with seating and sculptures that can be enjoyed by all.
17. Soil removed to create the pathway will be used to create a landscaped, turfed 'mound' alongside the pathway to add more interest to the walk.
18. The project will cost £3,963 with £1,750 being raised locally from a variety of sources including grants, fundraising, sponsorship and voluntary labour. In that the application seeks more than 50% of the total project cost it is contrary to the grants criteria. However, in view of the level of funding secured locally, the lasting legacy and the number of people who will enjoy the walk both now and in the future it is considered appropriate to waive the requirement for match funding and award the full amount in this case.
19. It is **recommended** that, taking into account of the circumstances set out at 18 above Lyneham Primary School is awarded a grant of £2,213 towards the cost of creating a Jubilee woodland walk for the benefit of the local community.

Background papers:	Grant Application – Royal Wootton Bassett & District Sea Cadets Grant Application – Lyneham Primary School
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Report Author	Steve Milton, Head of Community Governance Tel: 01722 434255 steve.milton@wiltshire.gov.uk
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Report to	Royal Wootton Bassett and Cricklade Area Board
Date of Meeting	30 May 2012
Title of Report	Community Benefits achieved through the Planning Process

Purpose of Report

To provide the Area Board with an update on the last 7 years of Section 106 agreements in the Royal Wootton Bassett and Cricklade Community Area.

The report details the following:

1. What is a Section 106 agreement and how are they agreed
2. Summary of money received, money spent and money outstanding
3. How to access funding if there is funding available
4. Emerging policy on funding infrastructure requirements

1. Background

- 1.1. A request was made by Chippenham Area Board for an update on the money secured through Section 106 agreements in the Royal Wootton Bassett and Cricklade Community Area over the last 7 years.
- 1.2. An exercise has recently been carried out to capture all Section 106 agreements in Wiltshire. A Scrutiny Task Group was set up to help monitor the progress made on this work so that the same information can be given to every Area Board. This report provides all the details captured in the Royal Wootton Bassett and Cricklade Community Area.

2. Main Considerations

2.1. What is a Section 106 Agreement?

- 2.1.1. The definition of a Section 106 Agreement is :

“Section 106 (S106 of the Town and Country Planning Act 1990) allows a local planning authority (LPA) to enter into a legally-binding agreement or planning obligation with a landowner in association with the granting of planning permission. The obligation is termed a Section 106 Agreement.

- 2.1.2. These agreements are a way of delivering or addressing matters that are necessary to make a development acceptable in planning terms. They are increasingly used to support the provision of services and infrastructure, such as highways, recreational facilities, education, health and affordable housing”.

- 2.1.3. The Council needs to have robust mechanisms in place to secure funding from developers towards the cost of infrastructure. These mechanisms must be supported by a comprehensive infrastructure planning evidence base, which shows what infrastructure is needed, how much it costs, how it will be funded, and when and how it will be delivered. Presently, the Council uses Section 106 agreements to negotiate developer contributions towards infrastructure from each separate development.

- 2.1.4. The North Wiltshire Local Plan 2011 has a Core Policy on Community Infrastructure. This sets out how the provision for the **directly related** community infrastructure costs of development proposals, appropriate to the scale of that development, will be sought.

- 2.1.5. The Council will examine each development proposal for its need to contribute to the following community infrastructure requirements and negotiate to secure planning obligations or by means of other

appropriate methods to secure the requirements identified. The community infrastructure requirements are:

- Affordable housing
- Education, skill training provision and libraries
- Travel and transport infrastructure
- Community buildings and facilities
- Health care provision and social services
- New or improved open spaces
- Leisure, sport and recreation provision
- Waste management and recycling
- Environmental protection and enhancement
- Information Communication Technology infrastructure
- Art in the community

2.1.6. It is unlawful for the Council to spend Section 106 money on anything which is not in accordance with how it is set out in the specific agreement.

2.1.7. Within each agreement there are trigger points for when the money has to be paid to the beneficiary Services. These triggers are often different for each development and are negotiated with the applicants before the agreements are signed. Examples of trigger points could include “payment on completion of the 10th house”, “payment prior to first occupation”, “payment on commencement of development”.

2.1.8. These trigger points are recorded by the s106 Monitoring Officer and actively monitored by the beneficiary services

2.2. Emerging policy - role of Section 106 Agreements in the future

The latest Government legislation makes it clear that it intends to revise the current system with the introduction of Community Infrastructure Levy (CIL). This will be a new charge based on the principle of providing infrastructure to support development. In other words, it is a system of pooled contributions that can be spent on infrastructure across a wider area, whereas Section 106 contributions will in future be limited to site specific infrastructure and affordable housing. In time, the current use of Section 106 agreements to collect pooled contributions will be limited because CIL is the Government’s preferred mechanism in this regard. From April 2014, in line with legislation, local authorities will be restricted on the amount of pooled contributions they can collect through Section 106 Agreements, as such Wiltshire Council intends to become a CIL Charging Authority before this point.

2.3 The Council’s approach to delivering infrastructure in the future is

set out in Core Policy 3 of the draft Wiltshire Core Strategy (Wiltshire Core Strategy Pre-Submission Document, February 2012). Core Policy 3 states that “*Upon adoption of the CIL Charging Schedule, CIL will be used to pool developer contributions towards a wide range of new and improved infrastructure necessary to deliver new development*”. The policy also recognises that Section 106 Agreements may still play a role in securing contributions directly related to specific developments, although there can be no double charging for infrastructure through both CIL and Section 106 Agreements.

3. 2.4 An Infrastructure Delivery Plan has been prepared alongside the Core Strategy to inform the infrastructure requirements of new development planned for Wiltshire. This forms the basis on which Wiltshire Council can move forward on the preparation of CIL, which is programmed to be in place July 2013. While CIL is being developed Section 106 Agreements will continue to be used. **Section 106 Agreements in the Royal Wootton Bassett and Cricklade Community Area**

3.1 Appendix 1 sets out all of the Section 106 Agreements in the Royal Wootton Bassett and Cricklade Community Area secured in the last 7 years.

3.2 The table shows all of the agreements which have secured financial obligations along with the details of where the funding has been sought, how much has been negotiated for each beneficiary area and whether we have received money.

3.3 The ‘total received’ column on the appendix shows all the contributions that have been received by the Council. This money may have already been spent on the allocated projects as specified in the Section 106 agreement.

3.4 The update position/comment shows some more details about the current situation. Members will note that there are a large amount of agreements where the money is not due yet because trigger points have not been reached or the work has not commenced.

4 Financial update

4.1 In total £1,959,018.23 has been secured via a Section 106 legal agreement since 2004. Of this amount, £682,887 has already been received by the Council, leaving £1,276,131.23 outstanding.

4.2 Of the £1,276,131.23, £453,408.23 is not yet due to be paid due to the development not having been commenced or the appropriate trigger points being reached.

4.3 Therefore the Council is actively investigating/chasing £880,385 of

outstanding Section 106 obligations.

- 4.4 £869,012 of this amount is related to Land at Moredon Bridge. The total excluding this site amounts to £11,373.

5 Access to funding

- 5.1 All Section 106 Agreements specify how the financial contributions should be spent.
- 5.2 Funding for Affordable Housing is ring fenced for the provision of affordable homes to meet demonstrable need. However, in some instances, there has been a need to review some of the Section 106 obligations on affordable housing due to market conditions and scheme viability issues. In these cases it is likely that any financial contribution could be negated.
- 5.3 Education contributions are discussed and agreed with all parties throughout the planning process and any funding will have been set for specified projects relating to the development.
- 5.4 The majority of highways contributions are very specific and funding is allocated to particular projects. In some cases, contributions are secured towards outcomes where the project(s) are less well defined, and which offer the Council some limited discretion over how the contribution may be spent. These are normally in towns where overarching transport strategies already exist and it is intended to involve the Community Area Transport Groups (CATG) in helping to decide priorities.
- 5.5 The Land Adoptions team, who are responsible for the allocation of Section 106 money obtained specifically for public open space, are in the process of contacting all Town and Parish Councils to notify them of any unspent money. Any enquiries relating to this should be sent to landadoptions@wiltshire.gov.uk or contact Stuart Harper from the Land Adoptions team on 01380 734682. Funding secured via a commuted sum will be fed into the budgets for ongoing maintenance of sites.

6 Environmental & Community Implications

- 6.1 There are no Environmental and Community Implications

7 Financial Implications

- 7.1 Section 106 money must be spent in line with Section 106 Agreement and cannot be used for other projects not related to the development.

8 Legal Implications

8.1 There are no specific Legal implications related to this report.

9 HR Implications

9.1 There are no specific HR implications related to this report.

10 Equality and Inclusion Implications

10.1 There are no specific Equality and Inclusion implications.

11 Officer Recommendations

11.1 There are no officer recommendations.

Appendices	Appendix 1 – Summary of Section 106 Agreements in the Royal Wootton Bassett and Cricklade Community Area.
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INFORMAL ADULT EDUCATION IN WILTSHIRE

What is Informal Adult Education?

1. Informal adult education (also known as informal adult and/or community learning) refers to courses which are offered as leisure activities and not those which are focused on developing basic skills or qualifications relating to employment.

Why should we be concerned about Informal Adult Education?

2. Informal Adult Education contributes to economic and social well-being in communities. It can help with a variety of objectives including:
 - adult social care
 - health and well-being
 - crime reduction and community safety
 - democratic engagement
 - economic development.

What does Wiltshire Council do?

3. Currently, Wiltshire Council offers informal adult education through public libraries, its Family Learning Team and at Urchfont Manor College (which is due to close in September 2012).

Who else is involved?

4. Other providers who offer informal adult education include Wiltshire College, the Workers' Educational Association and Learning Curve, in addition to which there is a huge range of activities organised by groups and individuals taking place in communities across the county.

Does the council have to provide it?

5. Informal Adult Education is a non-statutory service for a local authority meaning that the council is able to decide the extent of its involvement in the planning and provision of the service.
6. Local Authorities may take a range of roles in relation to informal adult education, including direct delivery, strategic commissioning, shaping the new all age careers service, coordinating with the Work Programme and as key players in Local Enterprise Partnerships.

What does the Government do?

7. The government, through the Department for Business, Industry and Skills (BIS), provides financial support for informal adult education (which it mostly refers to as "community learning"). The government's support for community learning in Wiltshire is much lower than that provided to other comparable local authorities. Government funding to Wiltshire Council currently supports the provision of Family Learning which is focused upon improving the basic skill level of parents to enable them to support their children's learning.

8. BIS is reviewing its strategy to support community learning and is intending to use the public funding subsidy to support access, and progression in its widest sense, especially for people who are disadvantaged.
9. In the 2012/13 BIS will pilot different locally-based 'community learning trust' models to channel funding and lead the planning of local provision in cities, towns and rural settings. If this proves to be effective the model will be rolled out across England to begin full operation from summer 2013. The new trusts are intended to take account of the views of local government, local communities and local business leaders to ensure the purpose and objectives for the budget are implemented in ways that meet local need.

Why are we being asked about Informal Adult Learning now?

10. At its meeting in January, the council's cabinet decided to close Urchfont Manor by the end of September 2012 while recognising that future Adult Education Service provision, including local flexible delivery in line with the BIS proposals, will be determined by cabinet after consultation with service users, area boards, local communities and partners;
11. Wiltshire Council is taking this opportunity to undertake a review of its provision and support of informal adult education across the county.
12. This report seeks the views of the Area Boards on the council's future policy towards informal adult education.
13. The council is establishing a community campus in each community area. These premises could be used to offer accommodation for a variety of activities, including informal adult education.

Options for Consideration

14. Option 1 – Wiltshire Council to take no action in relation to informal adult education

The council does not have to get involved with Informal Adult Education. There are a number of adult education providers which are able to offer activities as and when they wish. Some receive government funding to support their provision while others rely upon payments by participants or support from other sources. The council has no current budget of its own to support informal adult education.

For:

Activities organised by Wiltshire College and other providers will continue
No financial risk to the council

Against:

Unable to seek government funding
Council and communities have little influence over what is offered
No continuation of activities run at Urchfont Manor College

15. Option 2 – Wiltshire Council to be a direct provider of informal adult education.

The council could continue to offer adult education direct to the public on a similar basis as the courses offered at Urchfont Manor College. The council would decide what would be offered, make all the arrangements and promote the courses. Unless a subsidy was available, the full cost would be charged to participants. Activities could be held on a residential basis, utilising suitable residential accommodation in the county, or on a non-residential basis.

For:

The council could use information from communities to decide what to offer
Some courses from Urchfont Manor College could continue in different venues
The council could ensure the quality of activities being provided.

Against:

Financial risk for the council
Depends upon the ability of participants to pay
The council will need to develop a system to organise courses, take bookings, etc.
May be seen as being in competition with other providers

16. Option 3 – Wiltshire Council to facilitate the provision of informal adult education at a local level.

Rather than be the organiser and provider of activities, the council could work through its network of area boards and community area networks to identify the demand for specific informal adult education provision in each community area. The demands will include provision for leisure learning and that needed to reach disadvantaged members of the community. The council could establish partnerships with adult education providers to share this information and meet this demand. Providers would be able to offer activities with reduced risk and in venues to suit the participants.

This approach would require the active involvement of members of the community area networks if it is to be delivered in a affordable way.

For:

Uses expertise and experience of other providers
Little financial risk to the council
Reduced financial risk to providers
Builds upon network of community areas
Providers and council able to bid for BIS funding

Against:

Level of activity may vary from one area to another
Will have to establish system to identify demand
Different providers use different systems

17. Option 4 – Wiltshire Council to coordinate and promote informal adult learning opportunities offered across the county.

Currently, every provider publishes their own prospectus and promotes their activities independently. With the support of education providers, it may be possible to collate this information to provide a single compendium of informal adult education in Wiltshire, both residential and non-residential. Such a publication (available on-line) could not only serve to improve access to informal adult education but may also encourage more education providers who would be able to promote their activities in a cost-effective way.

For:

Single source of information for participants
Joint promotion may increase take-up
Providers able to reach more people
Low cost to providers

Against:

Initial development costs
Difficulty in linking to providers' systems
Willingness of providers to contribute

What do you think?

18. The area board is invited to comment upon the options presented above.
19. The area board is invited to indicate which of the options it would wish to recommend to cabinet.

Next Steps

20. A questionnaire survey is available for completion by service users and members of the public.
21. The cabinet will receive a report in September 2012 on the outcome of the survey, together with the responses from area boards which will inform its decision on the council's strategy for informal adult education.

STEPHANIE DENOVAN
SERVICE DIRECTOR FOR SCHOOLS AND LEARNING

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Unpublished documents relied upon in the production of this report: None

Royal Wootton Bassett and Cricklade Area Forward

What is this all about?

Wiltshire Council in conjunction with its partners has produced a Joint Strategic Assessment (JSA) which looks at 8 areas across the county, and compares the Community Area Boards with each other to see where there are particular issues.

The JSA details for this Community Area can be found here:-

[JSA for Royal Wootton Bassett & Cricklade Community Area \(2.96MB\)](#)

[JSA for Royal Wootton Bassett & Cricklade Community Area Executive Summary \(443KB\)](#)

The Royal Wootton Bassett & Cricklade Area Board held a special session at its meeting on March 28th to discuss the results of this JSA. Representatives from organisations throughout the area were invited, along with regular attendees at the meeting.

Each themed group presented its priorities back to the meeting. Full details of the notes of the meeting held on March 28th can be found here:-

<http://www.wiltshire.gov.uk/rwbandck-area-board-jaoutcomes.pdf>

What next?

As a result of the 8 themed discussions on the night, we asked each group to come up with 3 priorities, and some ideas about what we can all do to help address these, thus arriving at 24 priorities for our Area.

The plan is that the Area Board will prioritise its work plan over the next few years based on the agreed priorities. Obviously we need to choose the most pressing of these priorities on which to focus, so that we can make the maximum impact. Please rest assured, any issue which does not come in the top 5 will not be ignored!

How do we choose these priorities?

There will be a vote at the Area Board meeting in July, but in addition to this, in order to meet a wider audience, an online survey will be available (https://www.surveymonkey.com/s/RWBC_Area_Board_Themes) and broadcast via the website and via the Community Area Network (CAN). A paper version will be available on request, and limited copies will be available in libraries.

Having collated all of the responses, the resulting priorities will be published and work will begin on these immediately.

What will be asked to vote on?

The priorities from the March Area Board meeting are listed below. The survey questions have amalgamated these responses. The questionnaire appears later in the document. You will also be asked if you would like to add 1 further priority for each area. *Please note, this should be backed up with evidence from the JSA.* You will be asked to prioritise 1 to 5, where 1 is the most important.

RESULTS FROM THE JSA EVENT at ROYAL WOOTTON BASSETT & CRICKLADE
 AREA BOARD March 28th 2012

Community Safety

Issue	Description	How to address
CS.1	Increase community pride	Create more opportunities for new activities
CS.2	Create more opportunities for new activities	Inter-economic projects <ul style="list-style-type: none"> • Projects for all age ranges especially young people Look at the root causes and tackle them
CS.3	Domestic abuse	<ul style="list-style-type: none"> • Create safe places (shops, community campus). • Create non-official options to talk (members of the community rather than police who can be trained to provide a friendly ear and a geode to professional support)

Arts, Leisure, Culture & Resilient Communities

Issue	Description	How to address
AL.1	Campus as an arts facility	<ul style="list-style-type: none"> • SCOB is looking at flexible space • TV screen in campus showing upcoming community events and services • Travel plans for campus
AL.2	Stimulation for younger people	<ul style="list-style-type: none"> • Master-class – payback scheme • Use facebook and social media • Engage schools

AL.3	Communication and advertising	<ul style="list-style-type: none"> • Make use of town web-sites • Posters in windows to engage older people • Wilts clubs and groups directory – advertise this and encourage groups to register • Events page on Wilts Council web-site • Facebook and social media • Rolling events notice board – could be rotated around various places including libraries and mobile library • Put leaflets in people's hands • Have 'Club of the Month' scheme or an awards scheme • Wiltshire Council TV channel to feature things from around the county • Local groups could contribute a few hours a day • Community e-book or e-magazine to tag on the end of the local news
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Health & Well-being

Issue	Description	How to address
HW.1	Raising awareness of lifestyle activities	<ul style="list-style-type: none"> • Notice boards • Community groups • Good neighbour scheme, CAB
HW.2	Re-brand awareness information to make it specific for men	<ul style="list-style-type: none"> • Present information / services in a positive way for men – not health checks but fitness checks
HW.3	Sign-posting	<ul style="list-style-type: none"> • Single point / centre that provides information about health / community groups • Campus could be the front-line • Age appropriate information / easy access

Transport

Issue	Description	How to address
T.1	HGV Volume and Routes	<ul style="list-style-type: none"> • Environmental planning – locations of new businesses, etc, weight restrictions, freight route portal
T.2	Lack of bus services in rural areas	<ul style="list-style-type: none"> • Community transport, more funding
T.3	Increased traffic on M4 / A419 creating rat-runs	<ul style="list-style-type: none"> • Planning / development issue

Housing

Issue	Description	How to address
H.1	Urban sprawl	<ul style="list-style-type: none"> • Need to liaise with Swindon so any development isn't a detriment to this area
H.2	Affordable housing	<ul style="list-style-type: none"> • Need for this in smaller villages – yet planning rules say that it has to be sustainable and small villages aren't so no development • Needs to be in keeping with local design
H.3	Making changes to existing social housing to be more attractive / suitable for modern living	<ul style="list-style-type: none"> • Long term plan to identify and systematically knock down / rebuild social housing into new forms of housing • Also looking at mixture of tenures as well • Why does this always have to be traditional renting?

Children & Young People

Issue	Description	How to address
CY.1	Not in education, employment or training (NEET)	<ul style="list-style-type: none"> • Improve communication across agencies • Ask Chamber of Commerce to host local businesses to encourage apprenticeship scheme
CY.2	Free school meals	<ul style="list-style-type: none"> • Applications completed by all families and those in need are identified – avoids exclusion of those identified
CY.3	Encourage young families to join in	<ul style="list-style-type: none"> • Needs consultation to drive forward

Economy, Jobs & Skills

Issue	Description	How to address
EJ.1	Data gathering	<ul style="list-style-type: none"> • Partner with Federation of Small Businesses / Chambers / Rotaries
EJ.2	Analysis	<ul style="list-style-type: none"> • Understand access needs, identify skills e.g. via housing associations • Job analysis of Job Seeker Allowance claimants
EJ.3	Local review	<ul style="list-style-type: none"> • Local working to tighten the analysis e.g. retail strategy for LSC

Environment

Issue	Description	How to address
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EN.1	Address water shortages	<ul style="list-style-type: none"> • Planners to consider • Incentives for water meters • National grid • Desalination plants • Reservoir / pumping station
EN.2	Reduce waste / recycle	<ul style="list-style-type: none"> • Shop locally where no packaging • Education • Incentives
EN.3	Reduce energy consumption	<ul style="list-style-type: none"> • Consider reducing street lighting • Inform people about Community First scheme to buy oil more cheaply / insulation schemes

Help decide your Area Board's themes for 2012/13

The 25 themes below came from our recent event 'Royal Wootton Bassett and Cricklade Forward'. The area board would like to focus on 5 themes in 2012/13.

Please select 5 themes from the list below. You can also choose 1 extra theme by entering your idea at the end of the survey.

We value your opinions - this survey should not take longer than 5 minutes to complete. Please send completed forms back to

RWB&C Community Area Manager, Wiltshire Council, Monkton Park,
Chippenham, SN15 1ER

Thanks for your help.

Please choose your 5 choices in order of preference
(1 is highest, 5 is lowest)

		PT Y
1	Inter-generational projects and activities to improve civic pride and boost local economy	
2	Analyse and tackle the root causes behind community safety issues	
3	Projects that tackle community safety issues and increase local employment opportunities for young people	
4	Create safe places for victims of domestic abuse and other vulnerable people	
5	Create community support (rather than police) for victims of domestic abuse	
6	Control HGV routes through environmental planning	
7	Address rat-run issues through villages	
8	Provide more transport for rural areas – community transport	
9	Increase awareness of health issues by greater use of community notice boards and community groups	
10	Make health services more accessible for men in particular	
11	Improve signposting to health services and make it more age-appropriate	
12	Reduce energy consumption and fuel poverty	
13	Encourage recycling through education and incentives	
14	Reduce waste by education, incentives and shopping locally	
15	Address water shortages	

16	Address employment issues by working with local partners e.g. Chambers of Commerce, to carry out further analysis of local economy	
17	Carry out local review of economy, jobs and skills working with Learning Skills Council	
18	Combat urban sprawl by working with Swindon planning officers cross-border	
19	Provide more well-designed affordable housing in villages	
20	Ensure that social housing is suitable for modern living standards	
21	Encourage arts locally by providing more space e.g. in campus	
22	Provide better publicity for 'what's on' e.g. screen in new campus, social media, schools	
23	More arts and leisure stimulation for younger people	
24	Encourage young families to join in with community to increase involvement and decrease social exclusion	
25	Improve take up of free school meals by improving the system for applying	

2. Do you have an idea that we haven't mentioned above? If so, please enter it here.

We will need to see your idea evidenced as a need from the Community Area Joint Strategic Assessment for Royal Wootton Bassett & Cricklade - available here: <http://www.intelligencenetwork.org.uk/local-area-profiles>.

3. Please enter your details below so that we can contact you should we need clarification about any of your responses (optional)

Name:

Organisation (if any):

Contact phone number:

e-mail address:

