

Calne Community Area Partnership

Annual Work Plan 2013/14

In order to show how the Calne Community Area Partnership (CCAP) aims to meet the commitments set out in the Community Area Partnership Agreement 2013/14, please see below.

CAPA commitments	Proposed initiatives and activities
<p>Partnership Development <i>“To establish and maintain a Partnership, Steering Group and Thematic Groups, as necessary”</i></p>	<p>CAP Steering Committee Nominations to be sought from community groups & organisations and Steering Committee to be appointed at an AGM in October. Co-opted members are continually recruited to expand the knowledge-base of the Steering Committee.</p> <p>Support for CAP The Administrator supports both the Steering Group and the Theme Groups in both administrative and practical ways (helps to organise the Hub volunteers. The Community Hub is proving to be an excellent ‘gateway’ to the Partnership with more and more volunteers coming forward with offers of help.</p> <p>Theme Groups There are a number of Theme Groups that prove extremely successful in dealing with their relevant specific local issues. In the areas where groups are not operating, efforts are being made to encourage activity.</p> <p>New Groups Through plans for more direct engagement in 2012/13, we will explore the degree of interest in setting up new Theme Groups as issues arise or opportunities present themselves. In particular the evidence from the Joint Strategic Needs Assessment may assist this process.</p> <p>WfCAP We will continue to support WfCAP to support ourselves by the Chair and/or the Administrator attending their regular meetings. In addition, through wfcap, we will actively encourage cross-CAP working, typical examples are to do with Transport and Air quality.</p> <p>Developing the Partnership Last year, the Steering Group underwent a major review of both its relevance and the way that it operates. The outcome has been the realisation that a silo mentality had been</p>

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	<p>allowed to develop that has restricted cross-communication.</p> <p>Steering Group meetings are now based on discussing and hopefully, facilitating positive change. An example of this was the identification of two issues that caused greatest concern in a recent poll of the Steering Group, namely Transport and Tourism. The Transport discussion in the generation of a draft transport strategy being accepted by the Calne Area Board. The Tourism discussion is still ongoing but has already resulted in joint working with Calne Springs.</p> <p>The Calne Community Hub</p> <p>As already stated, the Community Hub is providing a ‘visible face’ of the Partnership and, as a result, exposing far more of the community to the workings of the Partnership. This resulting in more of the community becoming interested in how the Partnership operates. Examples of this are the Community Hub being central to the Wiltshire Online and Wiltshire & Spice Time Credit projects.</p>
<p>Accountability <i>“To be open to and inclusive of the wider community and to account to and seek affirmation from the wider community for its actions, activities and forward plans on an annual basis.”</i></p>	<p>Community Accountability.</p> <p>The Steering Group recognise that the Partnership must become more visible and has to increase awareness across the Community Area.</p> <p>CCAP is visible and accountable through the Area Board which reports given at each Area Board meeting. The Partnership works very closely with the Area Board and Community Area Manager to enhance the role and accountability of the Partnership in local decision making.</p> <p>The revised website allows publication of minutes of meetings and greater transparency in work plans to further improve accountability.</p> <p>Community Engagement</p> <p>The Community Hub continues to be the primary vehicle for community engagement. The yearly footfall for people coming into the Hub for the previous 12 months (2011 – 2012) was nearly 9,000 and for the first 6 months of this year, the footfall is in excess of 4,500. In terms of monthly percentage increase against the baseline, April 2013 saw a 189% increase in footfall.</p> <p>The number of community organisations using the Hub has increased by much less, but for the same month there was an increase of 44% (compared to 89% the previous month). Even more encouraging is the number of other CAPs have visited the hub/enquired about it as a best example to learn from CCAP.</p> <p>Promoting the Partnership.</p> <p>Our aim is to increasingly promote the Partnership as the direct link to and from the community area for partner organisations and as a means of addressing and adding</p>

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

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	<p>Consultations are also held in the Community Hub to promote specific issues such as the change of use at Lyneham and proposed traffic calming methods for Abberd Way.</p> <p>Consultations are also held within the Theme Groups on their specific activities and the results of these are reported back to the Steering Group.</p> <p>Meetings with Partners</p> <p>The CCAP Steering Group contains representatives from the local Parish Council and Town Council. These representatives ensure that communication is maintained with local partners. Other meetings will be arranged to pursue a more active dialogue, further partners and co-ordinating forums (e.g. schools)</p>
<p>Community Planning <i>"To prepare and regularly review a community plan that takes into account major issues affecting the area and to develop an action plan and identify projects to address these issues. This will be done in consultation with the wider local community, in order that it properly represents their concerns and aspirations".</i></p>	<p>Developing The Community Plan</p> <p>The last major Community Plan revision was distributed in 2010 and a further update was conducted last year. This will be distributed in the coming months.</p> <p>The update was conducted in conjunction with the Joint Strategic Needs Assessment (JSA). As the JSA has provided current evidence of strengths, weaknesses and opportunities across the community area, the update addresses the issues raised in the JSA.</p> <p>We understand that Wiltshire Council and WfCAP are reviewing the structure of the Community Plans and CCAP will be keen to be involved in the important piece of work.</p>
<p>Local action <i>"To champion local issues and help with the planning and delivery of priority projects, including fundraising and community volunteering where appropriate."</i></p>	<p>Championing & Delivering Projects</p> <p>As previously stated, CCAP continues to be at the forefront of local issues with participation in many of the fact finding as well as the decision making groups. This involvement provides the ideal opportunity, coupled with the availability of the Community Hub, to act as the champion of local causes.</p> <p>We want to build on the work of the Transport and Environment Action Groups, including providing some administrative support to keep up the momentum.</p> <p>We shall also be looking for new partnerships along similar lines to move forward on other key areas identified in the Community Plan or through our engagement programme.</p> <p>Funding.</p> <p>CCAP have carried over funding from their 2012/13 allocation which is earmarked for the support of the Community Hub and improved public awareness.</p> <p>Funding for this year is primarily based on plans to continue to develop the Community Hub as a centre for community</p>

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