

Warminster & Villages Community Area Partnership

Annual Workplan 2013/14

In order to show how the Community Area Partnership aims to meet the commitments set out in the Community Area Partnership Agreement 2013/14, please complete the form below.

CAPA commitments	Proposed initiatives and activities	WVCP response
<p>Partnership Development <i>“To establish and maintain a Partnership, Steering Group and Thematic Groups, as necessary.”</i></p>	<p>Please tell us about your Steering Group or Management Committee, how it is appointed and who serves upon it?</p> <p>Give details of any theme groups within the CAP.</p> <p>Please explain how your CAP is supported – do you have an administrator/community agent/project officer and if so, how are they engaged?</p> <p>Are you affiliated to WfCAP and do you attend WfCAP meetings and events?</p> <p>Please indicate how you intend to maintain and develop the CAP over the next 12 months.</p>	<p>The Committee is elected at the AGM and comprises residents, councillors, clerks and other interested parties from the town and villages. We welcome attendance from the official services and now have active representation from the local Army garrison and Youth sectors.</p> <p>We currently have two active thematic groups (Economy & Tourism; Health & Social Care), and as a result of the Community Plan consultation are strengthening links with other groups to achieve identified priorities. The Partnership is represented at meetings of the Area Board, Community Area Transport Group (CATG), Enterprise Warminster, and the Police Neighbourhood Tasking Group (NTG). We continue in our efforts to identify ‘focal points’ willing to help form groups covering the other themes under the revised Community Plan, e.g. countryside & wildlife, volunteering and work experience.</p> <p>A Coordinator is in post and formally employed through the Warminster & Villages Development Trust as this is a legal entity.</p> <p>We attend the quarterly WfCAP meetings, annual conference and AGM, and also the ‘Cappers’ network for Coordinators to share information and good practice across the County. WfCAP is copied into appropriate correspondence and mutual support is provided.</p> <p>Our priorities in 2013/2014 are to publish a new, a fit for purpose Community Plan for the period 2013 -2026. To continue to foster and support community groups with aims and objectives consistent with those of the Partnership (e.g. Friends of Warminster Park); and to work with the official services, including working closely with the Area Board, ensuring priorities established as a result of public consultations are taken account of in their action plans.</p>

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<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>Please explain how you will account to the community during the year?</p> <p>How will you promote your work and engage people?</p> <p>How do you advertise CAP meetings, etc. to local people? How many meetings do you hold per year?</p> <p>How can local people influence the work / priorities of your CAP? Can you show that you have the support of the local community?</p>	<p>We hold an AGM which is advertised in good time and to which a detailed annual report from the Committee is submitted. We provide a regular partner update to the Area Board meetings and attend to field any questions that may arise.</p> <p>We held a public Consultation Event in January 2013 where local issues and priorities were discussed to update the Community Plan and the work of the Partnership was highlighted. The basis of this consultation involved presentation of analysed results from a mail-drop and online survey across the Warminster community area which provided a good response rate of 12% (over 1,000 returns). We continue to budget for quarterly notices to be published in the local paper on behalf of the Partnership as a whole and each of the main Theme Groups. We also use a variety of social media, e.g. Twitter, Our Community Matters, and are currently redeveloping the website that provides a range of information about the Partnership's work, the Community Area Plan and community views on Priorities, plus providing a facility for communicating with the Partnership. In addition the Coordinator is working closely with the Town/Villages and local organisations to circulate relevant information that highlights the support, practical help and advice the Partnership can offer in establishing and running community projects.</p> <p>The Management Committee hold monthly meetings to steer the work of the Partnership, plus the AGM (see above). Minutes will be shared on the website.</p> <p>There is presently no evidence of objections to the aims or activities of the Partnership which is strengthening its links with other groups in the community. We actively participate in the Area Board meetings and have had no adverse comments through this forum. Those members of the community who are active in the Theme Groups are naturally supportive of the Partnership Committee's efforts on their behalf. We are continuing to encourage involvement and feedback through further development of the website, social media and press releases.</p>
<p>Communication <i>"To engage and communicate systematically with all sections of the community and to maintain a contact register of key</i></p>	<p>Please explain how you communicate with the wider community, promote your work and encourage participation in the activities of the CAP.</p>	<p>The Coordinator attends Theme Group meetings; she and Committee members are also active on working committees set up by the Area Board and Town Council, e.g. CATG and Enterprise Warminster, plus any other project groups set up. The Committee and Theme Group members take the opportunity to explain about the Partnership and how it can help whenever possible. We readily accept invitations to talk about</p>

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<p><i>organisations and volunteers.”</i></p>	<p>Do you produce newsletters, press releases, etc. to let the public know what you are up to? Do you have a website where local people can contact the CAP and take part in polls / surveys or contribute in other ways?</p> <p>How many organisations are affiliated to the CAP and how many names are on your communications database?</p>	<p>the Partnership to other organisations and invite them to be in attendance at our Committee meetings. We are also making video clip interviews of local activities to be shared at the WfCAP AGM and on our website if possible.</p> <p>We publish press releases and aim to reintroduce the quarterly Newsletter. We have display boards and material which we use at community events whenever we have volunteers available. We are currently redeveloping the website, updating it and making more interactive over the coming months, as well as utilising social media, e.g. Twitter, Our Community Matters.</p> <p>The issue of membership & affiliation is ongoing and evolving. The Area Board and Town Council has nominated representatives on the Committee and the idea of inviting a representative from each of 3 clusters of Villages has been explored but without success. Many of the Committee members are also active in other local organisations. We have a new Garrison representative that will re-strengthen army links. As a result of the recent Community event, we have updated our contact list, and this now takes account of a large number of local organisations, representatives from official services and residents interested in community work. As far as possible, we aim to keep this updated on an ongoing basis.</p>
<p>Consultation <i>”To consult widely on a range of community issues and hold public engagement events and activities.”</i></p>	<p>Please explain how you intend to consult the community in the coming year. Will this be through surveys, public meetings, on-line questionnaires, etc? Will this work be towards an updated community plan? Are there any topics / issues arising of community concern that your CAP would like to consult on e.g. community campuses?</p>	<p>The responses we received from Community Plan Consultation are forming the basis of the updated and realistic Community Plan taking us through to 2026. We have consulted widely with the local community – both households and businesses – by way of a mail-drop and online survey that was advertised through the local press to encourage a good response. This will was followed by a public consultation event in January 2013 as well as taking advantage of events organised by others to seek inputs. Schools were contacted to encourage the younger population to take an interest in Community issues and plans. Further consultation will be taken if the opportunity and need arises.</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</i></p>	<p>Please explain how you intend to develop, review or implement your community plan over the next 12 months.</p> <p>What activities will you undertake in order to consult with local people?</p>	<p>The updated Plan will cover the period 2013 –2026, and its development and consultation is covered in the sections above.</p> <p>At the Community Event in January 2013 we used the issues and initiatives from the current plan, together with JSA statistics, updates</p>

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<p><i>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>How will you ensure this is representative of the whole population locally?</p>	<p>from other services and local organisations to discuss Community Priorities. This information will be used by the Area Board in their future considerations and will be available to the community via our website.</p> <p>We will continue to ensure we take account of the community in both town and villages through postal consultation, on line questionnaires and attendance at public events.</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 these meet the priorities of the community plan.”</i></p>	<p>Please tell us about your plans to encourage local action to address the community plan priorities.</p> <p>What do you expect to achieve during the year ahead?</p> <p>How will you secure funding for these projects?</p>	<p>We foster and support the two main Theme Groups and actively encourage the formation of others. We draw the attention of community groups to the Community Plan at every opportunity, particularly where they are applying for funding. In May 2013, we have been involved with organising a public event for the Strategic Housing Land Availability Assessment.</p> <p>Following the major consultation exercise with the Warminster and Villages Communities on priorities and issues, to use the input generated to draft a new fit-for-purpose Community Plan to take us through to 2026. We aim to work closely with the Town/Parish Councils and the Area Board to ensure Community Priorities, expressed through consultation exercises, are taken account of in future Town, Parish, Area Board and Wiltshire Council plans and their implementation. Warminster had been selected as a Pilot Area for the Community Budget initiative and, whilst we have only received information regarding plans for Community Budgeting to date, we hope to work closely with the Area Board to highlight the priorities to be taken account of during the Pilot.</p> <p>The Partnership has provided active support to a wide range of on-going projects over the past year including: Job Club, Youth Transport Scheme, Bustards, Warminster in Bloom, Warminster Jubilee Events and the Queens Jubilee Event in Salisbury. We will take advice from local people and organisations such as Warminster Mayor, Area Board, WFCAP, and the Charities Aid Foundation etc on appropriate sources of funding. Where local organisations seek support for grants we will help them in their efforts to secure funding via Area Board, Enterprise Warminster or other local/national organisations.</p>

Shona Holt
WVCP Coordinator
May 2013

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