

Salisbury City Community Area Partnership (SCCAP) also known as “Our Salisbury”

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
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<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? Give details of any theme groups within the CAP. Please explain how your CAP is supported – do you have an administrator / community agent / project officer and if so, how are they engaged? Are you affiliated to WfCAP and do you attend WfCAP meetings and events? Please indicate how you intend to maintain and develop the CAP over the next 12 months.</p> <p><u>Our Salisbury Steering Group</u></p> <p>SCCAP has a Steering Group which is appointed at its Annual General Meeting. The Steering Group acts as the core membership of the Community Partnership & co-ordinates the work of any working groups. Membership of the Steering Group consists of not less than 6 members and not more than 15. The purpose of the Steering Group is to ensure that the work of SCCAP is progressed between meetings. The Steering Group is accountable to SCCAP.</p> <p>A number of places on the Steering Group are reserved for representatives from a range of partner organisations including Police, Churches Together, NHS Wiltshire, Salisbury City Council, Wessex Community Action (representing the voluntary Sector), Youth Development Services and Arts & Culture. This is in order to achieve a balanced representation. These reserved places do not equal or exceed half the total number of places on the Steering Group. The remainder of places on the Steering Group is open to election from the wider partnership group. The Chair and Vice Chair of SCCAP are elected from members of the Steering Group. If not all places on the Steering Group are filled, the Steering Group has the ability to co-opt members.</p> <p>The current steering group membership list is at the bottom of this document.</p> <p><u>Support for Our Salisbury</u></p> <p>Administration and development is currently provided by Wessex Community Action. The Chief Executive is currently Chair of Salisbury City Community Area Partnership and contributes to or sits on many local partnerships and boards as part of this development work.</p> <p>There was an opportunity to discuss this arrangement amongst the membership before the latest AGM and the</p>
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response was overwhelmingly in favour of keeping the relationship between Wessex Community Action and SCCAP. It was recognised that Wessex Community Action retained a vast amount of local knowledge and connections and that much of their other work was complimentary to the work of Salisbury City Community Area Partnership, all of which provided a huge benefit to SCCAP.

Theme Groups

There are 8 key themes groups with a SCCAP Steering Group member acting as lead. The themes are Education & Lifelong Learning, Housing, Culture & Leisure, Community Safety, Health & Well-being, Economy & Tourism, Environment & Sustainability and Transport & Accessibility. Leads provide a progress report at each Steering Group meeting.

Environment & Sustainability

- Green Spaces Partnership

Members of the Environment & Sustainability theme group have worked closely with partners to take this new partnership forward.

- Bag 4 Life

In partnership with Agenda 21, Our Salisbury and the Area Board a project has been funded which will see all primary school children in Salisbury given a “bag 4 life”. The aim is to educate children on how detrimental plastic bags can be to the environment and pursue the challenge of making Salisbury a plastic bag free zone. This follows the editing and launch of a shorter 30 minute version of the Eco film Plastic Shores which Our Salisbury helped to fund and it will be made available to every secondary school in Wiltshire.

Education and Lifelong Learning

Our Salisbury continues to develop links and works closely with RSA. It has recently produced a report ‘Partners for Learning’ involving a coalition of Salisbury people working with educators and students. The report addresses concerns about local education and encourages closer collaboration between schools, colleges and their local communities. This is very much on going work with the development of an Education Plan refining a robust and focussed partnership between the relevant players.

Wiltshire Forum of Community Area Partnerships

SCCAP is affiliated to WfCAP. Our current Chair is a Vice Chair of WfCAP and sits on its Management Committee. We will continue to support WfCAP, attending meetings and actively participate in forum events. This also brings with it the benefit of joint working as SCCAP will continue to use WfCAP as a way of working with and learning from the other CAPS working across Wiltshire.

	<p><u>Developing the Partnership</u></p> <p>Throughout the year SCCAP's main partnership meetings having looked at different themes and in particular those identified in the plan which affect young people in Salisbury</p> <p>SCCAP continues to increase its membership steadily by engaging with other community groups and residents. It will continue to hold regular steering group meetings and Open Partnership meetings building on the work of the theme group projects. SCCAP has and will continue to develop a diverse membership reaching across all sectors of the community e.g. young people and the Bangladeshi community</p> <p>SCCAP will continue to deliver on the community plan, reviewing and updating it as necessary. Particular emphasis will be given to driving forward the projects identified by the theme groups. This will include continuing to make links throughout the community, finding gaps in their networks, addressing these gaps and recruiting more volunteers to take the projects forward.</p> <p>We are very much looking forward to developing further links with the new members of the Area Board and continuing to jointly address issues and needs which have been identified in both the Community Plan and the JSA across the community area. We would relish the opportunity to get more involved with consultations that come from the council, taking these out to the community for their input.</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><i>Please explain how you will account to the community during the year? How will you promote your work and engage people? How do you advertise CAP meetings, etc to local people? How many meetings do you hold per year? How can local people influence the work / priorities of your CAP? Can you show that you have the support of the local community?</i></p> <p>Community engagement is done by advertising via posters, email, Salisbury Journal, Spire FM, Wessex Community Action website and "Our Salisbury" website which now has a link to the "Our Community Matters" Blog for Salisbury. We hold up to 3 meetings a year and an AGM. The public can influence our work by attending meetings, contacting the steering group via email or phone and by getting involved in the theme groups and projects. We have a Facebook page which is continuing to attract interest, particularly from the under 30's age group and this year consideration will be given to offering the public the facility to follow SCCAP on Twitter. SCCAP would like to continue working with the Area Board and the Community Area Manager on particular community projects e.g. the Participatory Budgeting event for young people in December 2012 which proved to be a successful event for those participating and also highlighted the Area Board and SCCAP's roles in the community.</p>

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	<p><u>Promoting the Partnership</u></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 weight to local issues before making application to the Area Board and Council.</p> <p>We have strong links with the local voluntary sector and business sector as well as the Parish and City Councils. Through our links with Wessex Community Action we are also able to promote the partnership through the services which they provide to the wider community. SCCAP will make particular use of the “Our Community Matters” Blog as a means of promoting the partnership. The SCCAP website is already linked to this blog.</p>
<p>Communication <i>“To engage and communicate systematically with all sections of the community and to maintain a contacts register of key organisations and volunteers.”</i></p>	<p><i>Please explain how you communicate with the wider community, promote your work and encourage participation in the activities of the CAP. 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? How many organisations are affiliated to the CAP and how many names are on your communications database?</i></p> <p>Communication with the wider community, promoting our work and encouraging participation in the activities of SCCAP will be achieved through an improved website, electronic mailings, theme group newsletters, street stalls and social media.</p> <p>The Chair represents SCCAP on the Salisbury Vision Board and the Salisbury Campus Shadow Community Operations Board. Attendance at open partnership meetings varies from topic to topic. The number of affiliated organisations is growing and we currently have 115 organisations* who regularly receive information as well as those who receive it through Wessex Community Action, Salisbury City Council and the Area Board. Our information also reaches many individuals including around 1500 on the Community Area Managers Network. Events are publicised via posters, email, Salisbury Journal, Spire FM, “Our Salisbury” website and “Our Community Matters” Blog, Wessex Community Action’s website and Facebook as well as by word of mouth and networking amongst members and the general public.</p> <p><small>*These include Action for Blind People, Age Concern, Richmond Fellowship, Rotary Club, Salisbury Almshouses, Salisbury Beekeepers, Salisbury Wildlife Group, Salisbury Community Transport, Salisbury Fairtrade, Salisbury Trust for the Homeless, Salisbury Women’s Refuge, SCAR and the Trussell Trust.</small></p>
<p>Consultation <i>“To consult widely on a range of community issues and hold public engagement events and activities.”</i></p>	<p><i>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?</i></p> <p>Upcoming events will include a social asset mapping event involving, amongst others, residents living in The Friary. The RSA are involved in this for the council in Corsham and</p>

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	<p>following on from their workshop at the WfCAP community fayre we hope to have a successful event having learnt from them how it is done professionally. We are planning open meetings on various issues including water conservation and energy loss in houses. We would like to encourage more joint working with Wiltshire Council, for example using the Council's thermal imaging cameras (particularly as WfCAP's new insurance covers thermal camera loan). SCCAP would facilitate an open event/s encouraging Salisbury residents to have a thermal imaging survey of their house or flats. SCCAP would provide/train the volunteers to use the cameras. SCCAP will seek other opportunities to work with the Council.</p> <p>SCCAP will continue to identify issues of community concern as they arise and consult where appropriate e.g. in March 2013 SCCAP organised a consultation meeting on the draft Wiltshire Police & Crime Plan where the community were able to provide a wide range of responses to the Police Commissioner who attended the meeting. Wessex Community Action acted as lead in co-ordinating the Safer Future Communities Network informing the Voluntary and Community Sector in Wiltshire and Swindon about the election and helping local groups to influence the new Police & Crime Commissioner's priorities. SCCAP benefited from this link and were in a position to influence the work of the new Commissioner.</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><i>Please explain how you intend to develop, review or implement your community plan over the next 12 months. What activities will you undertake in order to consult with local people? How will you ensure this is representative of the whole population locally?</i></p> <p>SCCAP will continue to implement the community plan through the work of the theme groups. Updates are received from theme group leaders at each meeting. Any significant issues and actions arising from government legislation and future events will be used to update the plan as it is designed to be a 'living document' and will be continually updated . For example recently the 'Economy & Tourism' Theme has been updated to include two new actions reflecting changes to the Universal Credit scheme.</p> <p>SCCAP would like to be involved in the next round of the consultation events on the Joint Strategic Assessment and jointly host these events with the Area Board as we have done previously. SCCAP are happy to take the lead on the new section 'What's Changed' feeding back on the priorities that have been addressed and how, what issues have changed and what new issues have arisen during the interim period.</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><i>Please tell us about your plans to encourage local action to address the community plan priorities. What do you expect to achieve during the year ahead? How will you secure funding for these projects?</i></p> <p>SCCAP will continue to provide facilitation to enable local people to achieve their identified priorities within the community plan. This will be done through networking events</p>

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and focus groups engaging with other organisations currently providing service in the area.

Expected achievements for the year ahead:

- At least 3 events to promote the work of the partnership arranged primarily around the identified themes and issues in the community plan.
- Improved use of the website and social media to attract more participation from members of the public and links from the Web to blog sites
- Transport issues continue to be high on the agenda and are being moved forward together with the Area Board and the Salisbury Vision
- Improving air quality continues to be of concern and SCCAP will ensure this is a high priority
- Increased participation with the COB around the campus issues.
- Increased consultation with the public on issues regarding the city.
- Assistance offered to local groups and residents to progress projects which relate to priorities within the Community Plan.

We will work with the Area Board, the Community Area Manager and WfCAP to deliver on the outcomes identified from the Community Plan consultations. We will promote the inclusion of Our Salisbury and the Community Plan within the local decision making process.

We will continue to develop supporting publicity and display material to make Our Salisbury more visible through local level meetings and public events.

We will seek to develop further partnership opportunities across the community area and establish closer relationships with established forums and groups.

Funding

Our Salisbury will be seeking core funding from the Area Board to continue the development and administration of the partnership. SCCAP, as previously stated, has a wide range of connections and a remit to focus on priorities across all the themes and is not a one-off project. SCCAP can also help bring in revenue funding (as a non-local authority project) for local groups running projects. Volunteers cannot always be relied on to do this and do not always have the time and expertise. A small amount of money for co-ordination of SCCAP provides consistency, maintains and builds relationships and can kick start numerous links and projects.

Our Salisbury will seek to secure its sustainability by investigating funding from other sources as appropriate.

Another advantage of have Wessex Community Action working on the administration and development of Our Salisbury is their ability (as an Incorporated Charity) to apply

	for funds and hold them on behalf of community projects. Wessex Community Action are acting as the Panel Partner for the Community First Panel funds and have helped 4 local groups to access over £7000 of outside funding during the past year.
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Current Steering Group members for Salisbury City Community Area Partnership

Reserved Places:

Representative on the steering group

Art & Culture	Vacant
Churches Together	Simon Woodley
NHS Wiltshire	Vacant
Salisbury City Council	Annie Scadden
Wessex Community Action	Debrah Biggs
Wiltshire Police	Richard Goodman
Youth Development Services	Winnie Manning

Non- reserved Places:

Representative on the steering group

Community Safety Wiltshire Council	Kelly Fry
Housing Wiltshire Council	Helen Taylor
RSA Salisbury and South Wilts Forum	John Potter
Salisbury Area Board-Wiltshire Council	Marianna Dodd
Salisbury City Centre Management	Lindsey Brown
Salisbury City Council representatives*	
Wiltshire Council representatives*	
Salisbury Late Night Economy	Amanda Newbery
Salisbury Street Pastors	Brian Percey
South Wiltshire Agenda 21	Pam Rouquette/Margaret Willmot
South Wilts Credit Union	Tony Thorpe
The Unit	Ruth Jones
WfCAP	Dawn Wilson

**Following the May local elections we are awaiting clarification of Member representation from the City and County Councils*

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