

# Warminster & Villages Community Area Partnership

## Annual Workplan 2014/15

In order to show how the Community Area Partnership aims to meet the commitments set out in the Community Area Partnership Agreement 2014/15, please complete the form below.

CAPA commitments	Proposed initiatives and activities	WVCP response
<p><b>Partnership Development</b>  <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 have active representation from the local Army garrison and Youth sectors.</p> <p>We currently have two active thematic groups (Economy &amp; Tourism; Health &amp; Social Care), and actively encourage the formation of others, including one with an environmental focus. As a result of the Community Plan consultation we are strengthening links with other groups to achieve identified priorities, including volunteering. The Partnership is represented at meetings of the Area Board, Community Area Transport Group (CATG), Enterprise Warminster, Tourism Group 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.</p> <p>A Coordinator is in post and formally employed through the Warminster &amp; 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 2014/2015 are to continue to maintain the Community Plan for the period 2013 -2026 as a living document. 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><b>Accountability</b>  <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 co-hosted the Joint Strategic Assessment event 'What Matters to You' with Wiltshire Council in April 2014 where the latest data evidence of the local population was discussed to identify plans and actions to address needs. The outcomes will be used by the Partnership to update the Community Plan. 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 social media to advertise and report our work and development, i.e. Twitter and Our Community Matters. Over the past year we have completed a redevelopment of 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 are shared on the website.</p> <p>There is presently no evidence of objections to the aims or activities of the Partnership which is continuing to strengthen 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. 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 by engaging in networking opportunities with other organisations, and through the website, social media and press releases.</p>
<p><b>Communication</b>  <i>"To engage and communicate systematically with all sections of the community and to maintain a</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</p>

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<p><i>contact register of key 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>can help whenever possible. We readily accept invitations to talk about the Partnership to other organisations and invite them to be in attendance at our Committee meetings.</p> <p>We publish press releases and plan to reintroduce a quarterly Newsletter. We have display boards and material which we use at community events whenever we have volunteers available. We have redeveloped the website and keep it regularly updated. We also utilise social media, i.e. Twitter and Our Community Matters.</p> <p>The issue of membership &amp; 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, but could be revisited. Many of the Committee members are also active in other local organisations. We have a Garrison representative that has strengthened army links. On an ongoing basis we continue to update 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.</p>
<p><b>Consultation</b> <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>As noted above, we co-hosted the Joint Strategic Assessment event ‘What Matters to You’ with Wiltshire Council in April 2014 where the latest data evidence of the local population was discussed to identify plans and actions to address needs. The outcomes will be used by the Partnership to update the Community Plan. Work is ongoing to engage Parish Councils in development of Neighbourhood Plans, which in turn are used to inform and update the Community Plan. Further consultation will be taken if the opportunity and need arises.</p>
<p><b>Community Planning</b> <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</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 current Community Plan covers the period 2013 –2026, and is a living document subject to ongoing development and consultation as covered in the sections above.</p> <p>Local people were engaged and consulted as part of the ‘What Matters to You’ community event in April 2014. The identified issues and actions will update the current Community Plan and used by the Area Board in their future considerations and will be available to the community via our website. We are also assisting the Warminster Shadow Community Operations Board in the consultation for a Campus within the local area.</p>

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<p><i>represents their concerns and aspirations.”</i></p>	<p>How will you ensure this is representative of the whole population locally?</p>	<p>We will continue to ensure we take account of the community in both town and villages through consultations, on line questionnaires and attendance at public events.</p>
<p><b>Local action</b>  <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 our two main Theme Groups and actively encourage the formation of others, including one with an environmental focus. Our Health &amp; Social Care Group in partnership with Age UK will consult with older people about day-time activities in Warminster. We are continuing to support local initiatives and groups; and draw the attention of community groups to the Community Plan at every opportunity, particularly where they are applying for funding.</p> <p>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 Town, Parish, Area Board and Wiltshire Council plans and their future implementation. We will continue to support the work of the Shadow Community Operations Board as plans for a Campus are developed to meet the needs of the local community. Our Health &amp; Social Care Group in partnership with Age UK will consult with older people about day-time activities in Warminster, following the demise of some groups due to low attendance and availability of facilities.</p> <p>The Partnership has provided active support to a wide range of on-going projects over past years including: Job Club (now moving to come under the remit of Cornerstone), a Youth Transport Scheme and Sport4Warminster. Existing funding secured for our Health &amp; Social Care Group will be utilised for a survey with older people about day-time activities in Warminster. We will take advice from local people and organisations such as the Area Board, WfCAP, and signpost to appropriate sources of funding, e.g. Sowing Seeds, Plain Action. Where local organisations seek support for grants we will help them in their efforts to secure funding via Area Board or other local/national organisations. This will be supported by development of the Partnership’s new register of local funding opportunities.</p>

Shona Holt  
WVCP Coordinator  
April 2014

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