

BRADFORD-ON-AVON Community Area Partnership

Annual Workplan 2010/11

In order to show how the community area partnership aims to meet the commitments set out in the Community Area Partnership Agreement 2010/11, please complete the form 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><u>CAP Steering Group</u> During the first year of Wiltshire’s unitary status, and the introduction of Community Area Boards, it became obvious that the CAP needed to change. To expedite this, in June 2010 the existing Steering Group set up a core Transition Group to concentrate on re-organisation of the CAP along lines which make it more fit for current purposes, and to report back when suitable progress had been made.</p> <p><u>Support for the CAP</u> In April 2010, a part-time Partnership Officer was appointed following advertisements, short-listing, and interviews. This post is particularly geared to communication, networking and liaising with groups and individuals. In July 2010 a temporary part-time Administrator was also appointed to support the activities. In addition we are very grateful to Elly Townsend and Andrew Jack from Wiltshire Council, to Len Turner, Steph. Little and Laura Pictor from WFCAP, who have given considerable support and guidance.</p> <p><u>WFCAP</u> We attend and contribute to WFCAP meetings, where a major benefit comes from the formal and informal contact with those from other CAP’s.</p> <p><u>CAP structural development</u> The emphasis of the CAP will be more on communications, activities and outcomes than on structure. It is intended that the type of structure which emerges will be more along the lines of a flexible and adaptable network than a fixed and formal hierarchy. However, within this network, three basic layers will initially be identified:</p> <ul style="list-style-type: none"> ➤ The Core steering and executive group ➤ Key Personnel from voluntary and other organisations, from theme groups and areas of interest or activity. These will have the closest contact with the Core group and together will form a major link with all parts of the community area ➤ All other Individuals/groups in the community area. <p><u>CAP development activities</u> For administrative purposes there will be three main threads to the involvement, but in practice they will overlap:</p> <ol style="list-style-type: none"> 1) After due consideration of current circumstances in

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	<p>Bradford-on-Avon, twelve Theme Areas have been identified which will initially direct activities. These are: Housing, Sport, Tourism, Traffic & Transport, The Local Economy, Education & Skills, Community Safety, Health & Wellbeing, Culture & Creativity, Heritage & The Built Environment, The Natural Environment, and Social Care & Welfare. Some of these already have considerable commitment and activity, others less so; some may involve one or a small number of key personnel, others more.</p> <p>2) Accepting that certain major community area partners will transcend the above Theme Areas it will be more appropriate to work in parallel with them on a broader basis than single themes. These partners will include the Town and Parish Councils, the Police and Fire Services, the Senior Citizens Forum, the Chamber of Commerce, and Climate Friendly Bradford.</p> <p>In all of the above the intention will be to initiate and foster mutually advantageous dialogue and working relations. This will enable the CAP to:</p> <ul style="list-style-type: none"> ➤ collect, collate and record information and data from throughout the community area ➤ together with Key Personnel and their colleagues, address issues, problems and projects ➤ collaborate with Key Personnel and others to identify community priorities (leading to Community Plan). <p>It is not intended that the CAP will be regularly or formally involved with any one group, organisation or theme area. Meetings and dialogue will only occur as needs determine. For instance, once work has been carried with those involved in a particular Theme and priorities have been agreed and documented, there may be no need for further in-depth involvement until reviews are indicated or issues arise.</p> <p>3) Additional to the above, and relevant to the present economic climate, particular attention will be given in all Themes Areas to the local influence of “austerity” measures, whatever their origin.</p> <p>An attempt will be made to assess the effects of these at four levels, namely:</p> <ul style="list-style-type: none"> ➤ Individuals and Families ➤ Groups and Organisations ➤ Services and Projects ➤ Business and the Economy. <p>An up-to-date and co-ordinated register of such information will be very advantageous in guiding decisions and actions which affect the whole or parts of the community area, as well as facilitating support for individuals, families, etc. as and when needed.</p>
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	<p><u>CAP working model</u></p> <p>Once such activities (above) are underway, a working model of the CAP may evolve and be describable: ideally it should be of a dynamic and adaptable nature, and in no way restrict the activities and progress of the CAP.</p>
<p>Accountability</p> <p><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><u>Accountability in practice</u></p> <p>This is an area which needs to be actively pursued. A crucial element will be regular reports to the Community Area Board. In addition, positive and constructive work with Key Personnel, Theme Groups and major Partners will evoke elements of accountability. As the networking expands, so will accountability, on an on-going basis.</p>
<p>Communication</p> <p><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><u>Engaging people</u></p> <p>In preparation for the development activities (above), a bespoke questionnaire is being developed with particular assistance from Andrew Jack. This will initially be targeted at potential Key Personnel and a wide variety of organisations. It's dual purposes are firstly to gather basic information about individuals and organisations but, more importantly, to begin to engage individuals and groups in dialogue, and in joint activities where appropriate.</p> <p><u>Support of the community</u></p> <p>There have already been very positive responses following both formal and informal contacts with certain individuals and groups. These will be followed up in the near future.</p> <p><u>Community Web Site</u></p> <p>The "bradfordonavon.com" site is currently being used and maintained with support from the CAP. Certain opportunities are currently being investigated to expand its use, influence and appeal, particularly in respect of CAP activities, but also for the community area as a whole. The web site obviously has scope to extend, for instance, accountability, consultation and general publicity.</p>
<p>Consultation</p> <p><i>"To consult widely on a range of socio-economic issues including the holding of public engagement events and activities."</i></p>	<p><u>Community consultation</u></p> <p>The process described above constitutes consultation on a wide range of socio-economic issues and themes, but at a relatively limited level. This does not preclude the potential to organise events involving a wider range of individuals, probably focussing on topical themes or issues. It is likely that circumstances or requests will determine when such an event would be desirable and productive.</p>
<p>Community Planning</p> <p><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</i></p>	<p><u>Community Planning</u></p> <p>The process described above - the dialogue with community groups - basically constitutes community planning. The collaboratively identified community priorities within each of the twelve Theme Areas will form the basis of the</p>

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<p><i>will be done in consultation with the wider local community, in order that it properly represents their concerns and aspirations”.</i></p>	<p>Community Area Plan. This will be widely publicised and available to those making local decisions. It also has the potential to indicate requirements for remedial action or development projects.</p> <p><u>Rolling reviews</u></p> <p>An attempt will be made to identify and document salient priorities in the twelve Theme Areas during the first half of 2011 and to present these to the Community Area Board as they are completed. Following that, the intention is for the CAP to begin a rolling review process at a possible rate of two Themes every two months for the following twelve months. In this way it will be possible to present brief reports on two Themes at each Community Area Board bi-monthly meeting.</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><u>Local Action</u></p> <p>All of the above involves local action in the Bradford-on-Avon Community Area, which includes the eight surrounding parishes. Within the area there tend to be a significant number of robust and self-supporting organisations, groups, and even individuals, who are very capable of attracting resources, etc. as required. Through the activities described above, the CAP will be in a position to detect where help and support may be needed and then take supporting action, for instance in seeking external funding or by relevant publicity. Opportunities may also occur to promote or facilitate the setting-up of projects or other types of activity.</p>

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