

# Corsham Community Area Network

## 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><b>Partnership Development</b>  <i>“To establish and maintain a Partnership, Steering Group and Thematic Groups, as necessary”</i></p>	<p><b>CCAN Steering Group</b>            Nominations to be sought from community groups &amp; organisations and Steering Group to be appointed at an AGM in September.  <i>AGM held 16<sup>th</sup> September. Existing Steering Group re-appointed. New members appointed from Box Parish Council, Westlea, Corsham Sea Scouts/CAYPIG. All Parishes now represented on Steering Group.</i></p> <p><b>Support for CCAN</b>            New Co-ordinator (with expanded remit &amp; increased hours) appointed in March 2010 by selection committee after advertising post widely. <i>Support also now provided to the Transport Group.</i></p> <p><b>Action Groups</b>            The two groups run in partnership with Transition Community Corsham (TransCoCo) to address the high priority areas of Transport &amp; Environment will continue to pursue their Action Plans.  <i>Transport Group heavily involved in Bus Stop Audit and Cycle Ways. Energy Group working with Wilts Council on Street Light Project. Both attracting new members through new projects.</i></p> <p><b>New Groups</b>            Through plans for more direct engagement in 2010/11, we will explore the degree of interest in setting up new Action Groups as issues arise or opportunities present themselves. In particular the evidence from the Joint Strategic Needs Assessment may drive a new group on Health &amp; Social Care.  <i>Health Forum held in September to assess local interest. Have established a Network of interested individuals/groups/practices. Considering next steps. Action Group established around the Campus Consultation.</i></p>

Please post your Annual Workplan and Claim Form for running costs to:  
 Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council,  
 County Hall, Trowbridge BA14 8JN

	<p><b>WfCAP</b></p> <p>We will continue to support WfCAP and will be appointing representatives to attend the new WfCAP Forum.</p> <p>CCAN rep nominated for the WfCAP forum. Taking up option for training courses provided. Also made link with GROW – enhancing community support</p> <p><b>Developing the Partnership</b></p> <p>Over a six month time frame we are planning community events (<i>see below</i>) to improve links &amp; communications and develop new partnerships – the results will help shape a further plan of action for the second half of the year and allow us to further update the Community Plan &amp; identify new local priorities. A new website will also help to raise the profile and provide a useful community resource.</p> <p>Partnership links with Town and Parish Councils strengthened at all levels. Publicity improved particularly with local press and creation of e-bulletins. Meetings held in Corsham Community Centre and Hartham Park involving the public and partners. A further event is planned for Feb/Mar although the subject is still to be decided.</p>
<p><b>Accountability</b></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><b>Community Accountability.</b></p> <p>The Steering Group recognise that the Network must become more visible and has to increase awareness across the Community Area. Community Events including a community Hustings and open evening have raised the Partnership profile.</p> <p>CCAN is visible and accountable through the Area Board and the Network would like to work with the Board and Community Area Manager to enhance the role and accountability of the Partnership in local decision making.</p> <p>Partner reports have been made to the Area Reports and a mid-year report produced for November Area Board. Welcome evidence of projects being delegated to the community area through the Partnership – LTP, street lights, subsidised buses</p> <p>A new website will allow publication of minutes of meetings and greater transparency in work plans to further improve accountability.</p> <p>Website has been commissioned. Working with designers and aiming for launch before Christmas.</p> <p><b>Community Engagement</b></p> <p>We plan two stakeholder events during the Summer to connect with:</p> <ul style="list-style-type: none"> <li>• Town &amp; Parish Councils Held 10<sup>th</sup> June</li> <li>• Community Groups &amp; Commercial Partners Held 16<sup>th</sup> September</li> </ul> <p>The results will help us explore what’s already happening</p>

**Please post your Annual Workplan and Claim Form for running costs to:**  
 Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council,  
 County Hall, Trowbridge BA14 8JN

	<p>and shape our plans for the future. Views and issues captured from targeted discussions. Currently being reviewed and next steps considered. Linking directly with the Parishes who are conducting local surveys through questionnaires.</p> <p>In addition we aim to use events already in the community calendar such as markets and festivals to promote the Network and to consult directly. Still to be exploited although have used markets to promote events and linking in with other forums – Sports, Tourism</p> <p>An Autumn event around the Community Plan or a specific theme is also being considered. Deferred until the second half of the year. Campus consultation currently being developed with Wilts Council and Corsham Town Council.</p> <p><b>Promoting the Network.</b></p> <p>Our aim is to increasingly promote the Network 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 Board and Council. Still to be properly exploited but intent and opportunity remains.</p> <p>We will use the evidence of the Bus Stop Audit and Keep Corsham Cosy to promote the benefit of a measured and researched approach to Council providing successful outcomes for the wider community. Recognised as a valuable service by Area Board Councillors and utilised in both Transport and Energy projects.</p> <p>A good link has been established with the local newspaper to both publicise events and achievements and the plans to create a community website will further increase awareness and interest. Ongoing. Website and associated promotional material planned using new branding. Also now using Parish newsletters and Corsham People as links.</p> <p><b>Support of the local community.</b></p> <p>CCAN has an established credibility with the Area Board, with the Corsham Town Council and with Wilts Council but we need to continue to raise the profile within the wider community by publicising successes and motivating local action. Still much to do but publicity for local events has helped with awareness.</p>
<p><b>Communication</b>  <i>"To engage and communicate systematically with all sections of the community and to maintain a contacts register of key organisations and</i></p>	<p><b>Communication with the wider community.</b></p> <p>We 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>

**Please post your Annual Workplan and Claim Form for running costs to:**  
Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council,  
County Hall, Trowbridge BA14 8JN

volunteers.”

We also plan to produce a CCAN publicity pamphlet and to better use the media for press releases and placed articles. **A further newsletter issued and e-bulletin sent out. Launch planned around new website.**

#### **CCAN Website**

We have carried over funding to develop a website that we intend to use as a community resource with links that can help the community help itself. For example, we want to encourage our community area to make use of the Issue Reporting system; and to encourage a wider spread of groups to access community grants. **Funds committed and expected to be launched in December 2010.**

#### **Affiliated Organisations.**

We do not claim to have any formal affiliations but we do have direct links with other organisations through the personal involvement of Steering Group members and engagement of partner agencies on the Steering Group. Notably:-

- Colerne Parish Council
- Corsham Area Development Trust
- The Corsham Civic Society
- Corsham Town Council
- Extended Schools Service
- Library Service
- MoD
- Neighbourhood Policing Team
- NHS Wiltshire
- The Pound Arts Centre
- TRANSCoCo
- Wiltshire Council
- Wilts Fire Service

**Lacock Parish Council**

**Box Parish Council**

**Westlea Housing**

**Corsham Sea Scouts**

**Corsham Community Centre**

**Springfield User Group**

**Corsham Print**

#### **Communications Database.**

We plan to move on from a 'mailing list' of some 60 local organisations to develop a 'smart' database. We will use this as a starting point for establishing a genuine network of local organisations and groups, using more electronic means

**Please post your Annual Workplan and Claim Form for running costs to:**  
Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council,  
County Hall, Trowbridge BA14 8JN

	<p>where appropriate and facilitating a two-way exchange of relevant information, skills and ideas. <b>Growing Database used for network updates and to promote Wilts Council and Wilts Assembly consultations. Will be further enhanced by the Campus consultation.</b></p> <p>We continue to use the offices of the Community Area Manager to distribute information across a database of over 400 contacts.</p> <p>Over 1400 people attended inaugural launch events and we retain a database of over 600 names from this initial activity. A major piece of work is to validate and update all of these database sources. Our intention is to create a network of networks to link across the community area.</p> <p><b>Database continues to develop from links with other groups and from attendance at meetings.</b></p> <p>We recognise though that personal networking on the part of the Steering Group is still the most effective form of communication and means of soliciting involvement. <b>New members brought into the Steering Group and Action Groups through personal networking.</b></p>
<p><b>Consultation</b>  <i>"To consult widely on a range of socio-economic issues including the holding of public engagement events and activities."</i></p>	<p><b>Consulting the Community</b></p> <p>The community events planned for June and July this year will bring CCAN &amp; Area Board Members together with the Town and Parish Councils and their planners and then with a wider Stakeholder Group. Both events are aimed at raising awareness, exposing issues and identifying opportunities.</p> <p><b>Both events staged successfully in terms of awareness and identifying issues to carry forward into action plans. Intending to build on the consultations at Parish level. Campus consultation provides further opportunity and detail.</b></p> <p>An Autumn event will be planned around a specific theme (or themes) from the Community Plan. <b>Autumn programme overtaken by discussions regarding the Corsham Community Campus and the Leisure Review. Will re-assess further events in the new year but a further consultation or public event is included in the application for 2<sup>nd</sup> tranche funding.</b></p> <p><b>Meetings with Partners</b></p> <p>We intend to attend meetings at each of our Parish Councils to both promote awareness and to consult directly. Other meetings will be arranged to pursue a more active dialogue, further partners and co-ordinating forums (e.g. schools)</p> <p><b>Successful meeting held with Area Board Councillors, Chairs and Deputies from the Town and Parish Councils and CCAN. This group forms an unofficial executive group for the Network. Lower level working group also established with Town/Parish Council clerks.</b></p>

**Please post your Annual Workplan and Claim Form for running costs to:**  
Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council,  
County Hall, Trowbridge BA14 8JN

<p><b>Community Planning</b></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 will be done in consultation with the wider local community, in order that it properly represents their concerns and aspirations".</i></p>	<p><b>Developing The Community Plan</b></p> <p>The plan format is designed to be flexible, and changes can be made to keep it a dynamic document. We are not seeking a major update to the Plan in the first half of this year but in consultation with our Town and Parish Councils and Stakeholders we intend to review the priorities for action and to assess where local issues can best be supported and to identify areas where further research is called for. <b>Issues emerging from the consultation event and local consultations undertaken at Parish level are being considered. Update to community plan is a major priority for the second half of the year. Seeking input from the Parish/Town level of key issues to be incorporated at the Community Area level.</b></p> <p>The recent Joint Strategic Needs Assessment has provided current evidence of strengths, weaknesses and opportunities across the community area and we hope to set up a Health &amp; Social Care Action Group.</p> <p><b>The JSNA was used as the discussion tool for the first Health Forum in September attended by Jo Howes from NHS W and individuals and groups from the community area. We have established a network of interest to be consulted on health issues and an intention to meet as specific issues are identified. Potential Health Fair being considered – would make separate application to the Area Board for support.</b></p>
<p><b>Local action</b></p> <p><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><b>Championing &amp; Delivering Projects</b></p> <p>The partnership with Transcoco has been fruitful, and support from the Area Board &amp; Corsham Town Council for various initiatives has helped with action to implement suggestions for change – on bus stops, cycle routes, energy efficiency, etc. <b>Also now involved in Local Transport Planning and Part Night Street Light Project.</b></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. <b>Admin links established for the Transport Group. Strong links established with Council representatives and Portfolio Holders.</b></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><b>Health is the likely next group to undertake a specific project – considering a Health Fair in the Spring to promote awareness and self help health opportunities. Transport Group has potential to grow into a Public Transport Partnership.</b></p>

**Please post your Annual Workplan and Claim Form for running costs to:**  
**Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council,**  
**County Hall, Trowbridge BA14 8JN**

	<p><b>What do we expect to achieve this year?</b></p> <p>We fully expect to establish an effective website and to create a working contacts database as part of our awareness strategy. <b>Commissioned for delivery by end of 2010.</b></p> <p>We will build on the 2 consultation events already planned to stage at least 1 more event, probably in the Autumn, to update priorities and refresh the Community Plan. <b>Public meeting held in September. 2 other CCAN hosted meetings were held. Further meeting planned for Feb/Mar 2011.</b></p> <p>We will support and encourage the established Transport and Environment Action Groups providing direct admin support to take pressure off of respective group leads. <b>Admin support now provided to the Transport Group with regular meetings and published minutes</b></p> <p>We will continue to work with the Council on the recommendations from the Bus Audit and possibly extend its scope to bus routes. <b>A full review of the Council response to the Audit has been conducted to confirm status, ownership and condition of all stops. Positive links established with portfolio holder and providers. Follow on programme of work to be developed included a potential new Partnership Group.</b></p> <p>We will attempt to establish a Health Action Group to address issues from the JSNA. <b>First meeting held 14<sup>TH</sup> September.</b></p> <p>We will work with the Area Board, the Community Area Manager and WfCAP to promote and firmly position CCAN and the Community Plan within the local decision making process. <b>Continue to work positively with the Area Board as evidenced by new projects being offered directly to the partnership and consultations ongoing with the partnership.</b></p> <p>We will develop supporting publicity and display material to make CCAN more visible through local level meetings and public events. <b>Further newsletter issued and first e-bulletin sent out. CCAN more visible and known through publicity for local events. Communication Strategy being developed</b></p> <p>We will seek to develop partnership opportunities across the community area and establish closer relationships with established forums and groups. <b>Building on established links and using them to extend deeper into the community area. Good evidence of partnership working through the action groups. Natural partnership opportunities increasing through personal links of core members.</b></p> <p><b>Funding.</b></p> <p>CCAN have carried over funding from their 2009/10 allocation which is earmarked for the development of the website and support to planned events. <b>Commitment made to develop a website – currently working with Designers. Public events have been held including Health Forum and</b></p>
--	---

**Please post your Annual Workplan and Claim Form for running costs to:**  
Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council,  
County Hall, Trowbridge BA14 8JN

	<p><b>AGM.</b></p> <p>Application will be made to the June Area Board for funding for the first 6 months of this year based on plans to increase support to the Action Groups and to further develop links with the Town and Parish Councils and the wider stakeholder group. Further application will be made in October reflecting any additions to the themed action groups, plans for specific community events and any changes to priorities.</p> <p>Application for 2<sup>nd</sup> tranche funds to be made to the November Area Board to cover admin costs and a public event in Feb/Mar 2011.</p>
--	---

**Please post your Annual Workplan and Claim Form for running costs to:**  
Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council,  
County Hall, Trowbridge BA14 8JN