

# Calne Community Area Partnership

## Annual Workplan 2012/13

In order to show how the Calne Community Area Partnership (CCAP) aims to meet the commitments set out in the Community Area Partnership Agreement 2012/13, 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>CAP Steering Committee</b>            Nominations to be sought from community groups &amp; organisations and Steering Committee to be appointed at an AGM in October. Co-opted members are continually recruited to expand the knowledge-base of the Steering Committee. Recent recruits have involved representatives from GreenSquare (formally Westlea Housing) and the Calne Chamber of commerce.</p> <p><b>Support for CAP</b>            New Administrator appointed in May 2011 by selection committee after advertising post widely. The Administrator supports the Theme Groups in both administrative and practical (helps to organise cycle runs etc). Meets regularly with other CAP Administrators which provides invaluable CAP feedback</p> <p><b>Theme Groups</b>            There are a number of Theme Groups that prove extremely successful in dealing with their relevant specific local issues. In the areas where groups are not operating, efforts are being made to encourage activity. A recent example is the Education Theme Group which, after laying dormant for a number of years, has now been resurrected with representatives from local schools, training providers, GreenSquare and community groups.</p> <p><b>New Groups</b>            Through plans for more direct engagement in 2012/13, we will explore the degree of interest in setting up new Theme Groups as issues arise or opportunities present themselves. In particular the evidence from the Joint Strategic Needs Assessment may assist this process.</p> <p><b>WfCAP</b>            We will continue to support WfCAP by the Chair and</p>

	<p>Administrator attending their regular meetings. In addition, through wfcap, we will actively encourage cross-CAP working.</p> <p><b>Developing the Partnership</b></p> <p>The Steering Committee has recently undergone a review of both its relevance and the way that it operates. The outcome has been the realisation that a silo mentality has been allowed to develop that has restricted cross-communication. Hopefully, the result of this exercise will be 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. Extra efforts will be made to raise the profile and provide a useful community resource.</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 Committee recognise that the Partnership must become more visible and has to increase awareness across the Community Area.</p> <p>CCAP is visible and accountable through the Area Board which reports given at each Area Board meeting. The Partnership works very closely with the Board and Community Area Manager to enhance the role and accountability of the Partnership in local decision making.</p> <p>The revised website allows publication of minutes of meetings and greater transparency in work plans to further improve accountability.</p> <p><b>Community Engagement</b></p> <p>The Hub continues to be the 'visible face' of CCAP and as a primary vehicle for community engagement, the Calne Community Hub continues to go from strength to strength. The monthly footfall for people coming into the Hub has increased by over 200% over its first month of operation. The number of community organisations using the Hub has increased by as much as 89% over the same time.</p> <p><b>Promoting the Partnership.</b></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 Board and Council.</p> <p>In addition to the revised website, promotional leaflet for the CCAP and the Community Hub have been produced and widely distributed. The leaflets seek to engage people, to visit the Hub and encourage them to participate in the theme groups</p> <p>A good link has been established with the local newspaper</p>

	<p>and BBC Wiltshire to both publicise events and achievements and to increase awareness and interest.</p> <p><b>Support of the local community.</b></p> <p>The Community Hub hosts a Job Club (supported by Chippenham Jobcentre) as well as hosting a number of training courses. CCAP has an established credibility with the Area Board by having a seat at the Calne Area Board Co-ordinating meetings. It plays a major role in the Calne Campus Working Group in an attempt to ensure that the needs of the community area are met.</p>
<p><b>Communication</b></p> <p><i>"To engage and communicate systematically with all sections of the community and to maintain a contact register of key organisations and volunteers."</i></p>	<p><b>Communication with the wider community.</b></p> <p>The Community Hub continues to be at the forefront of CCAP's communication strategy, making good use of the poster displays in the front windows. In addition, CCAP 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. We also plan to review our communication strategy to ensure that information is provided where it is needed.</p> <p><b>CCAP Website</b></p> <p>The CCAP communicates through its website (<a href="http://www.calnecap.org">www.calnecap.org</a>) with news and information about the partnership and theme groups activities. The website is continually updated during the year and will be used for consultation for the next Community Plan update.</p> <p><b>Affiliated Organisations.</b></p> <p>CCAP do not claim to have any formal affiliations but it does have direct links with other organisations, such as the Calne Environmental Network, Calne Area Transport etc, through the personal involvement of Steering Group members and engagement of partner agencies on the Steering Group.</p>
<p><b>Consultation</b></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><b>Consulting the Community</b></p> <p>As an active member of the Campus WG, CCAP will be involved in the forthcoming public consultations which will seek assurances that the proposed campus plans are supported. Consultations on specific topics such as transport and education are ongoing and more are planned for this year.</p> <p><b>Meetings with Partners</b></p> <p>The CCAP Steering Committee contains representatives from the local Parish Council and Town Council. These representatives ensure that communication is maintained with local partners. Other meetings will be arranged to pursue a more active dialogue, further partners and co-ordinating forums (e.g. schools).</p>

<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 last major Community Plan revision was distributed in 2010 and will be reviewed this year. This review will be conducted in conjunction with the recent Joint Strategic Needs Assessment (JSA). As the JSA has provided current evidence of strengths, weaknesses and opportunities across the community area, the review will address the issues raised in the JSA.</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>As previously stated, CCAP continues to be at the forefront of local issues with participation in many of the fact finding as well as the decision making groups. This involvement provides the ideal opportunity, coupled with the availability of the Community Hub, to act as the champion of local causes.</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.</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>Funding.</b></p> <p>CCAP have carried over funding from their 2011/12 allocation which is earmarked for the support of the Community Hub and improved public awareness.</p> <p>Funding for this year is based on plans to (a)continue to develop the Community Hub as a centre for community engagement and (b) produce and distribute a Community Plan update and (c) to increase support to the Theme Groups.</p> <p><b>What do we expect to achieve this year?</b></p> <p>We will continue to develop the Community Hub by expanding the opportunities for community engagement, develop the Job Club assistance and developing an effective training venue.</p> <p>We will continually review the effectiveness of the website and other promotional tools as part of our communications strategy.</p> <p>We will look to hold another Open Day , probably in the Autumn, to update priorities and refresh the Community Plan.</p> <p>We will support and encourage the established Theme Groups by providing direct support to take pressure off of respective group leads.</p> <p>We will continue to work with organisations, such as the Campus WG, to ensure that the community's voice is listened to..</p> <p>We will attempt to establish Theme Groups, such as Culture</p>

	<p>and Housing that are currently inactive.</p> <p>We will work with the Area Board, the Community Area Manager and WfCAP to promote and firmly position CCAP and the Community Plan within the local decision making process.</p> <p>We will develop supporting publicity and display material to make CCAP more visible through local level meetings and public events.</p> <p>We will seek to develop partnership opportunities across the community area and establish closer relationships with established forums and groups.</p>
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