

## TROWBRIDGE COMMUNITY AREA FUTURE PARTNERSHIP

### Annual Work plan 2013/2014

#### **Partnership Development.**

*"To establish and maintain a Partnership, Steering Group & Thematic Group as necessary."*

Our Partnership meets once per year at the AGM

TCAF attends the ABC meetings with the Area Board members to plan the Area Board Agenda which is working well and which allows TCAF to understand the workings of the Area Board whilst ensuring that local community issues are raised through the correct channels. Most members of our Steering Group attend Area Board meetings.

The Steering Group is elected at the Annual General Meeting of the Partnership in September. The group has representatives from each of the Theme Groups as well as partner representative from Wiltshire Council, CAM, WfCAP, Town Council and Parish Council. TCAF will support the Campus Operations Board in the next phase of consultation in May and June 2013 regarding the working proposal of the COB.

We presently have two Project Officers. Kate Oatley is paid for 15 hours per week and Tracy Sullivan for 8 hours per week under the current arrangements. The officers are employed by TCAF with the payroll function being carried out by Trowbridge Town Council.

Our Partnership is affiliated to WfCAP and representatives attend and participate in its events.

Our BA14 Culture group has thrived over the last 6 months, seeing a more formal meeting arrangement and membership. The group, via Tracy's work under Trowbridge Arts has secured significant funding for a 2 year Arts project for the Community Area. Tracy has been appointed as Art Director for Trowbridge Arts and will drive the project forward.

The Neighbourhood Partnerships Group continues to meet regularly and through this group we held a 2 day event in the Shires offering advice and support on Welfare Reforms. A further event on welfare reforms is planned for the autumn. TCAF are in touch with Wiltshire Money and will continue to develop a good working relationship to ensure that we are meeting the needs of the local people with regard to the imminent welfare changes. The Tasking group meets ahead of the Neighbourhood Partnerships group and this is set to incorporate Safer Trowbridge Theme Group.

We need to involve Wiltshire Fire and Rescue and others and we need to ensure that new developments take public safety into consideration. We have no formal involvement or link into the NHS which we will address through the Health and Social Care group. We have been active in the development of the Joint Strategic Assessment and have taken into account these priorities within the Community Plan.

TCAF sits on the Community Liaison Committee for Collaborative Schools and works closely with the Co-ordinator on local priorities. TCAF has reported back to the Area

	<p>Board on behalf of that group in the absence of an elected member representative.</p> <p>Health and Social Care have decided that the future direction of the group will be that a core group will meet more informally and become project-driven. Our first involvement will be informed by the Children’s Society’s big conversation project.</p> <p>TCAF has joined the Trowbridge in Bloom meetings and will provide support to work on projects through this group. We note that our successful Friends of Biss Meadow Country Park Group has almost completed their pond Renovation project. See <a href="http://www.bissmeadows.org.uk">www.bissmeadows.org.uk</a></p> <p>Economy and Transport is being progressed through involvement with Transforming Trowbridge where the Masterplan for the town centre is nearing completion and adoption as part of the Wiltshire Core Strategy.</p> <p>The Steering Group, the Theme Groups, and the Parish Council Liaison Group mainly meet quarterly, the Trowbridge Neighborhoods’ Partnership meets every 2 months. A list of all meetings' dates so far arranged is attached.</p> <p>The Steering Group will develop a strategy for the development of the CAP over the next 12 months as there have been a number of changes to the Theme Groups and the way they are run to ensure best use of Officer time. The Project Officers will meet with the Chair and Treasurer once a month to maintain a focus on the TCAF objectives.</p>
<p><b>Accountability.</b> <i>”To be open and inclusive of the wider community and to account and seek affirmation from the wider community for its actions, activities and forward plans on an annual basis.”</i></p>	<p>We are working with the Trowbridge County Town Initiative where we act as Secretary to try to improve the performance of the town centre. The Trowbridge Town Team is now a Community Interest Company, where a TCAF Officer acts as a Director and worked with TCAF in completing the Benchmarking exercise with Action for Market Towns, the report for which has just been published. We have signed up to complete the AMT report for next year also and will work alongside the Town Council to achieve this.</p> <p>The Trowbridge County Town Initiative is comprised mainly of retailers, including the Manager of the Shires and Castle Place, and the Trowbridge Town Team is its operational arm. The Town council is closely involved. All are working towards the regeneration of the town centre. TCAF have been involved in the Hidden Britain workshops with the aim of improving the appeal of Trowbridge with the implementation of a better marketing strategy for the town. We will continue to support this group.</p> <p>We will continue to meet with a wide range of groups to ensure that the issues that we have identified and included in the new Community Area Plan are still current. We hold Theme and Other Group meetings and we will publicise these meetings through our database and via the Town Council. TCAF will continue to promote its work through our networks of local groups as this is vital to our success as a community partnership.</p>

	<p>TCAF will be addressing the issue of social media and websites at the July Steering Group Meeting as such updates are costly in terms of Officer time. We will develop a strategy for our communication in July.</p> <p>We have published the Community Area plan and have made it available widely, but we feel that our Plan needs to be more action based as the local priorities change and we want to be able to respond in a timely manner.</p> <p>We will encourage local people to make their comments on the Plan. It will continue to change and the website formats can easily deal with such changes ensuring that the Plan remains a living document.</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 organizations and volunteers."</i></p>	<p>We will look at ways of engaging directly with the public. We will investigate further the possibility of a Community Hub for TCAF which may be part of the new Trowbridge Campus. TCAF have representation on the Shadow Campus Operations Board. Through our involvement with the Arts Festival, where over 20 volunteers took part, it has become clear that volunteers are much easier to attract when we are running a specific project. The Town Hall project has attracted over 30 active volunteers. We will seek the opportunity to engage with local pupils in their schools and youth centres to introduce to them the work of TCAF and how we are trying to improve their Town and Community Area and they have a positive part to play. We worked closely with the Community Area Manager to organize an Older Persons Area Board event in October 2012 which was a success. We plan to hold another of these events in October 2013.</p> <p>To date we have spent over 3 days per year in the Shires where we engage directly with the public as well as attend as many community events as is practical and we will commit to this again over the coming year.</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>We worked very closely with the Area Board and the Shadow Campus Operations Board to consult with the local people on the Campus using the Shires and the Town Hall as venues. We need to encourage more people to take active part in some of our voluntary groups, many of which are finding it difficult to attract volunteers. We will offer continued support to the campus development in its next phase of public consultation, whatever form this takes. TCAF will also continue to attend every Area Board meeting and respond to issues raised there.</p> <p>By having a Twitter and Facebook account we have started to reach an audience not previously reached by TCAF. We have over 350 followers on Twitter and we will also encourage more dialogue through the TCAF blog. This gives us the opportunity to engage those people in a way that suits them rather than asking them to attend meetings. TCAF will aim to canvass the opinions of those NOT using Trowbridge in spite of living there as we feel this is a valuable way of gaining information on the perception of the town.</p> <p>We hosted a consultation event in January 2013 on the development of a new school in the Trowbridge Community Area. Through our continued networking with</p>

	<p>local groups we anticipate that we will be in a position to support future developments in a similar way.</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 represents their concerns and aspirations.”</i></p>	<p>We have completed a new community area plan 2011 - 2016. We have been working closely with our major partners to ascertain and include in the plan what they are planning to do to tackle the local issues which we have identified. The main partners involved in this process have been Wiltshire Council; NHS Wiltshire and some local GPs; Wiltshire Police; Wiltshire Fire and Rescue; Transforming Trowbridge; local schools through the Trowbridge Collaborative Schools network and others. It is vital that we work in partnership to avoid duplicating effort in times when resources are so scarce. This has led us to re-align some of the Theme Groups and lessen formal meetings joining with similar groups to avoid duplication. In doing so we have been able to free up Project Officer time to focus on active projects such as working with Collaborative Schools to develop a number of community-based projects.</p> <p>TCAF will commit to re-visit the Community Area Plan regularly in order that it's a true reflection of the current priorities. Though we don't propose to re-publish a paper version of the plan, we will ensure that people have access through websites and the Area Board network to our plan. We are confident that we are engaged through enough networks and partnership groups across the Community Area to ensure the priorities are representative of the whole population locally.</p>
<p><b>Local Action</b>  <i>“To champion local issues and help with the planning and delivery of local projects, including community fundraising and community volunteering where these meet the priorities of the community plan.”</i></p>	<p>TCAF have been key in supporting the development of Trowbridge Town Hall through asset transfer for the community. This has involved inviting the community to tours and consultation events which has resulted in feedback from over 1000 people and a commitment from 350 as friends and supporters for the future. Over the next 12 months TCAF will continue to support the project with in-kind Officer support and resources where needed. We will support the Town Hall Trust, a community action group, who are leading on this project, to access funding from Trusts, Foundation and the local Area Board as is necessary.</p> <p>TCAF have liaised with the Area Board to be responsible for the setting up and managing of the Spice Time Credit Scheme where volunteers can earn credit vouchers to be used in participating businesses and bodies. We will ensure that the project is correctly promoted and we will liaise with CAPs where this project is already underway in order to share best practice. Our understanding is that this is a fully funded project although TCAF will commit Officer Time to deliver the project over the coming 12 months. The detailed implementation of this project will be in a separate document but will in due course be added to the workplan. We are currently researching required time and investment for the project.</p> <p>Other projects that TCAF will continue to support over the next 12 months include, Trowbridge Arts and Trowbridge Arts Festival, Campus development, development of outside sports facilities, Trowbridge in Bloom, Collaborative Schools and the development of Bradcroft Drs Surgery.</p> <p>Over the last 12 month we have played a role in advising and leading on some</p>

local funding applications and have been successful in securing over £140,000 for the Community Area (these include Trowbridge Arts, Arts Festival and the Town Hall) and we'll continue to offer our support in a similar way.

We have Theme Champions who head their Theme Groups. Working closely with the Project Officers they will help in identifying priority projects and will aim to set up project groups to develop specific projects working with our partners who have expertise in fundraising, project development to ensure that project teams develop properly and have the correct range of skills and experience to carry them through. We will provide guidance and encouragement so that the project teams are successful and their projects are sustainable.