

**Date:** 22 July 2013

**Item for:** Decision

**Author:** Partnership Manager

### PURPOSE OF REPORT

- 1 To set out the proposed work programme for the Partnership for 2013/14, and to **recommend** payment of the annual grant required to sustain the core operation of the Partnership, together with the grant required to conduct the Town Bus Service review on behalf of Wiltshire Council.

### BACKGROUND

- 2 DCAP has Core costs to sustain basic operating functionality that include:

- Salary/fees;
- Basic stationery and admin costs (paper, postage, telephony/IT);
- Room bookings for Steering Group and minimum Group meetings;
- Website support.

Experience has demonstrated that these costs average £500 per month (£6,000 for the year)

- 3 In addition, each Interest Group has planned a range of activities commensurate with either their specific role or in cross-cutting themes and led by evidence drawn from community engagement. The 2013/14 outline is at Appendix A overleaf, but additional costs to the Core, and which would not be attractive to external fundraising but would be required for 'priming' purposes, will require approximately £2,000 to supplement the £6,000 of uncommitted reserves carried forward from last year.

### PROPOSAL

- 4 **A core budget requirement of £8000 is therefore proposed.** This would be augmented as required by fundraising, grant application, and specific project bids as development work progresses, mindful of the new emphasis on capital allocations.
- 5 In view of the municipal calendar this year and in seeking process efficiencies it is also proposed that this sum be granted in one tranche, rather than two, for immediate payment to support cash flow.
- 6 With continued funding uncertainties into 2014/15, prudent risk management would dictate that a considerable margin is allowed toward the end of the current year to manage interim operations at the beginning of the next year, until further Core grant can be agreed in that period.
- 7 It is also proposed that the planned grant to the Partnership for the commissioning of a review of the Town Bus Service on behalf of Wiltshire Council be incorporated into the grant mechanism, with suitable amendment to the CAPA agreement arranged to identify the Restricted Fund nature of that project.

### RECOMMENDATION

- 8 **That the Board agree to make a grant to the Devizes Community Area Partnership for £8000, plus £9154.60 being the commissioning grant for the conduct of the Town Bus service review.**
- 9 **That the two grants be transferred as one BACS payment as soon as practicable, and that the Area Board and the Partnership sign an amended standard 'CAPA' Agreement to reflect these decisions.**

## Countryside

- Conference 29th October – Broadband, Transport, Village Shops
- Working toward Countryside Day 3rd May 2014 – Market Square booked
- Supporting Caen Hill Countryside Centre (Community Farm)
- Connecting villages – practically and virtually, and improving engagement in wider Area

## Community Safety

- Taking responsibility for Safe Places scheme from Wiltshire Council
- Attracting wider membership and inclusion

## Culture & Leisure

- Promoting related Town development

## Business, Economy & Tourism

- Continue and expand mentoring scheme for school leavers
- Launch Devizes Means Business campaign and website
- Participate in AMT Benchmarking
- Establish coach drop off/pick-up in West Central Car Park

## Environment

- Proposed work with SSE on major energy demand reduction project (£150k over 3 years)
- Encouraging sustainable living through such schemes as 30/30 food
- Focussing on reducing potable water usage

## Health & Wellbeing

- Refocus on wellbeing programmes for the elderly and disadvantaged in partnership with Age (UK) and Community First, commencing with a Providers' Showcase event in The Corn Exchange in early October 2013 (title to be agreed)
- Continue supporting and promoting Fresh Air Fitness equipment installations in town and parishes

## Housing & Built Environment

- Encourage affordable housing
- Promote self-build with an exhibition

## Transport

- Support the implementation of the Devizes Transport Strategy
- Promote '20's Plenty' where appropriate
- Continue work on Safe Cycling and Walking
- Mount campaign to reduce car use for local journeys
- Commission Review of the Town Bus Service (separate Restricted Fund grant)
- Where transport is a mutual cross cutting theme we seek to engage in those interests

## Children & Young People

- Launch new group to focus on the younger generation and work with various groups to encourage active participation in the community
- Air Quality improvement – school-led projects
- School Travel Plan support – young people engagement