

Pewsey Community Area Partnership

Annual Work Plan 2014/15

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>Membership consists of volunteers from Partnership Partnership has sub-groups as follows:-</p> <ul style="list-style-type: none"> • Management Group • Countryside & Environment • Education & Lifelong Learning • Housing & Local Development • Transport & Highways • Crime & Community Safety (PACCS) • Culture, Heritage & Leisure • Economy (Pewsey Chamber of Commerce) • Health & Social Care • Treasurer (who can assist with funding) <p>We are currently looking for someone to Chair the Culture, Heritage & Leisure Sub-Group.</p> <p>A part time coordinator is employed who attends and/or clerks the PCAP, PACCS and other sub-group meetings as required and manages the Community Plan.</p> <p>WfCAP</p> <p>We will continue to work closely with WfCAP and use their support where necessary. It is our priority that representatives of the CAP attend the forum where possible. The coordinator will attend all the WfCAP meetings they can to share best practice with other CAP coordinators.</p> <p>Developing the Partnership</p> <p>PCAP has implemented a programme of change which was identified at the beginning of the year. It now has a clear identity, direction and logo. The PCAP plan has been completely overhauled in order to make it more achievable and to avoid duplication of work and responsibilities of other organisations and forums.</p> <p>In addition, a quarterly Parish Council (PC) Issues Reporting process has been implemented to identify any current issues from the PC's and then assist where required and requested.</p> <p>The Partnership, with the help of WfCAP, is completing the AMTi Benchmarking Survey again and PCAP has agreed to create opportunities for local businesses with Visit Wiltshire and the NWD AONB Leader Funding.</p>
<p>Accountability <i>"To be open to and inclusive of the wider community and to account to</i></p>	<p>Community Accountability</p> <p>The process of updating and informing PC's about PCAP is on-going. Many PC's are now fully understanding of the role of PCAP</p>

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<p><i>and seek affirmation from the wider community for its actions, activities and forward plans on an annual basis.”</i></p>	<p>and its value, as demonstrated with a number of achievements in the first half of 2014 (e.g. Canal issues, Highways repair issues, Connect2 Consultation extension) as well as the increasing participation in the Issues Reporting process.</p> <p>PCAP is visible and accountable through the Area Board; the Partnership works with the Area Board and the Community Area Manager to enhance the role and accountability of the Partnership in local decision making.</p> <p>Community Engagement</p> <p>The Partnership and Community Area Manager are planning to attend events already in the community calendar to help increase the visibility of the Partnership further. We will continue to work closely with the Community Area Manager, further developing our strong links with them and to work as a partner to the Area Board.</p> <p>We currently have a page on the Pewsey Community Matters site and regularly post on to the website. In addition, PCAP now has a very active Facebook page (currently 50 followers) and a Twitter account (both PewseyCAP).</p> <p>PCAP requires a simple website to delivery PCAP documentation as well as other projects such as the Business Directory. This work is underway currently (June 2014).</p> <p>Our aim is to raise awareness of the Partnership as a link to and from the community area for partner organisations and as a means of addressing and adding weight to local issues before being put to the Area Board and the Council.</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>Communication with the wider community</p> <p>PCAP maintains a Communications Plan which details the methods and regularity of communication and the stakeholders involved. PCAP keeps communication to a necessary minimum so that Parish Councils and other parties are not overloaded with emails. Facebook and Twitter have become very useful communication tools.</p> <p>In addition, MyEngolve has been implemented to survey the public and parish councils. The first instance of its use was for the extension to the Connect2 Bus Service review. It is intended that MyEngolve will continue to be used by PCAP and has already been rolled out to the Parish Councils for their use with parishioners. Face to face communication is done as required with respect to people’s time pressures. Regular meetings of PCAP (quarterly) and PACCS (quarterly) are usually used where possible to address any announcements, changes or initiatives. Ad-hoc meetings have taken place for the Army Rebasing, Connect2 Bus Consultation.</p> <p>PCAP has also delivered two training/information workshops so far – Business Rates Briefing and MyEngolve training.</p> <p>Affiliated Organisations</p> <p>We are creating strong links with community connections and aim to further exploit these, developing strong and mutually beneficial relationships. Organisations often arise because of a concern over a particular issue and working closely with these groups will help publicise the Partnership and for it to highlight issues to be</p>

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	<p>included in the Community Plan. We will continue to widen our connections with the following organisations and groups and keep this list under review:-</p> <ul style="list-style-type: none"> • Parish Councils • Pewsey Campus Team • Extended Schools Service • Library Service • Neighbourhood Policing Team • The Clinical Commissioning Group • Wiltshire Council • Wiltshire Fire Service • AONB/PEAT/SEACS etc • Local groups and organisations • Other external companies such as VisitWiltshire and MyEngolve <p>Communications Database</p> <p>The Pewsey Community Area Business Directory is currently being created. This tool will enable PCAP to target communications to certain types of organisation, in particular with regard to the economy in the Pewsey Community Area.</p> <p>The email list of PCAP contacts is maintained in Outlook using contact directories.</p> <p>The implementation of a Wordpress website will enable PCAP to create blogs, although currently Facebook is serving that purpose.</p>
<p>Consultation <i>"To consult widely on a range of community issues and hold public engagement events and activities."</i></p>	<p>Consulting the Community</p> <p>The JSA and 'What Matters To You' event serve as a useful and informative source of issues in the Community Area. The outputs from these are used as input to the PCAP Plan.</p> <p>In addition, now that we have implemented MyEngolve, we now have the ability to perform surveys at any time.</p> <p>Parish Councils also provide a quarterly report of any major issues in their community and PCAP assists where it is required.</p> <p>PCAP organises cross-Community Area meetings where it is thought to be useful, for example the Army Rebasing issues, Canal issues at the PACCS meeting.</p>
<p>Community Planning <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>Developing The Community Plan</p> <p>The Community Plan is up to date and updated quarterly. The new version has reduced duplication, maintained a focus on what we should be doing and has actions that are achievable. Issues and actions within the PCAP Plan have been sourced from the JSA and 'What Matters to You' event.</p>

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Local action

"To champion local issues and help with the planning and delivery of priority projects, including fundraising and community volunteering where these meet the priorities of the community plan."

Championing & Delivering Projects

We continuously look to link in more effectively with local groups; many of which will cover areas wider than ours. We also consider the effectiveness of working more closely with WfCAP and other CAPs (for example the Connect2 Bus Consultation was performed with Devizes CAP). This will help to encourage idea sharing and best practice across Wiltshire, in addition to positioning CAPs in the decision making process.

We work closely with the Area Board and Community Area Manager on a regular basis.

We will be proactively building on the enthusiasm shown by the volunteers of PCAP to organise and deliver projects within our community.

Funding

An application will be made to the Area Board for funding for this year in order to continue the progress that has been made through having an employed coordinator. Their role in helping to coordinate activities and ensure things get done, as well as supporting the sub-groups is essential to the success of PCAP. Funding to help with the organisation and communications of PCAP is included and is necessary to exploit the potential of the Pewsey Community Area.