



Wiltshire Area Boards May 2022

Wiltshire Council

Why review the Area Boards?

1. The Area Board model was introduced in 2009 and has delivered significant progress to develop stronger, more resilient and connected communities since its inception.
2. The overall objectives of the Area Boards remain consistent today however, in an operating model more than 12 years old it is natural that certain elements are subject of review and refresh to ensure they are meeting the current needs of local communities.
3. The aspiration of the review was to build on the excellent practice and evident success of the Area Boards and to address areas where there was inconsistency in practice and approach.
4. The number of boards, overall format, structure and local autonomy were not part of the review.
5. Two workstreams were agreed;
 - Updating relevant Area Board documentation and policies;
 - Area Boards working to local priorities, operating working groups and investment of grant funding



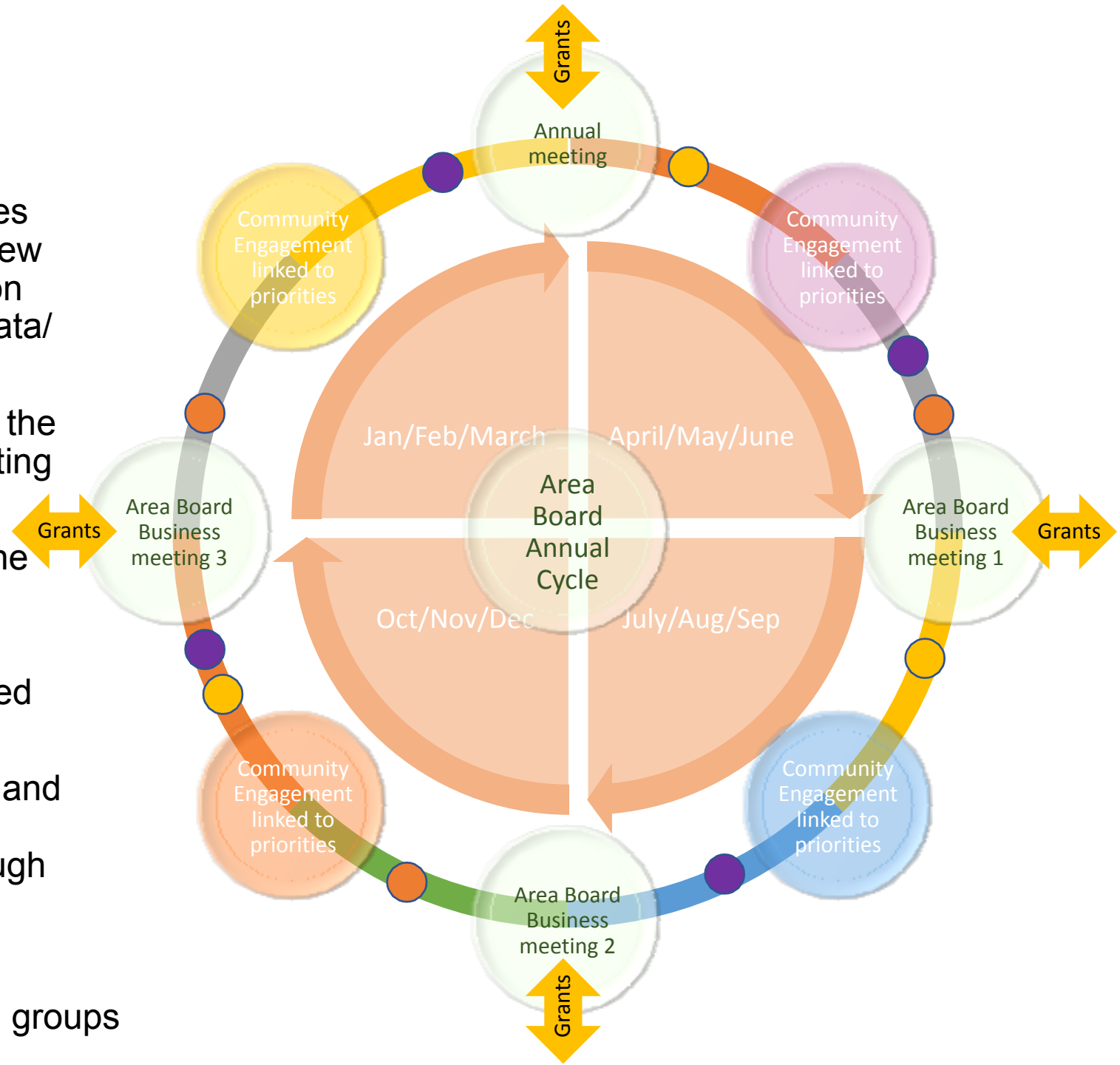
Process overview

- Period of research, analysis and review of data between Cabinet Member, Portfolio Holder and key Officers.
- An Overview and Scrutiny process followed between January – March 2022, which resulted in 24 recommendations.
- These were adopted into a single member decision paper on Area Board arrangements which was ratified on 6th May 2022.



Setting and Working to Local Priorities

1. May/ June/ July – Local Priorities report submitted to board. Review of the previous 12 months action and overview of any updated data/ evidence.
2. Up to 5 priorities are agreed by the board at the first business meeting after full council.
3. Priorities can be amended by the board at any business meeting throughout the year.
4. At least one Councillor requested to be lead for each priority.
5. Working groups, engagements and funding streams to be used to actively advance priorities through projects, initiatives and collaborative working.



● ● ● Indicate different working groups

Area Board Working Groups

1. New generic terms of reference for each working group
2. Area Boards are asked to evaluate each priority, in respect of the actions required and the existing arrangements in place, prior to setting up a new working group.
3. Where there is an existing community or partner led group addressing this priority, the Area Board should work in partnership with such community or group and not create a working group of its own.
4. Area Boards must consider and complete the terms of reference table for each working group.



Area Board Grant Funding Criteria - main updates

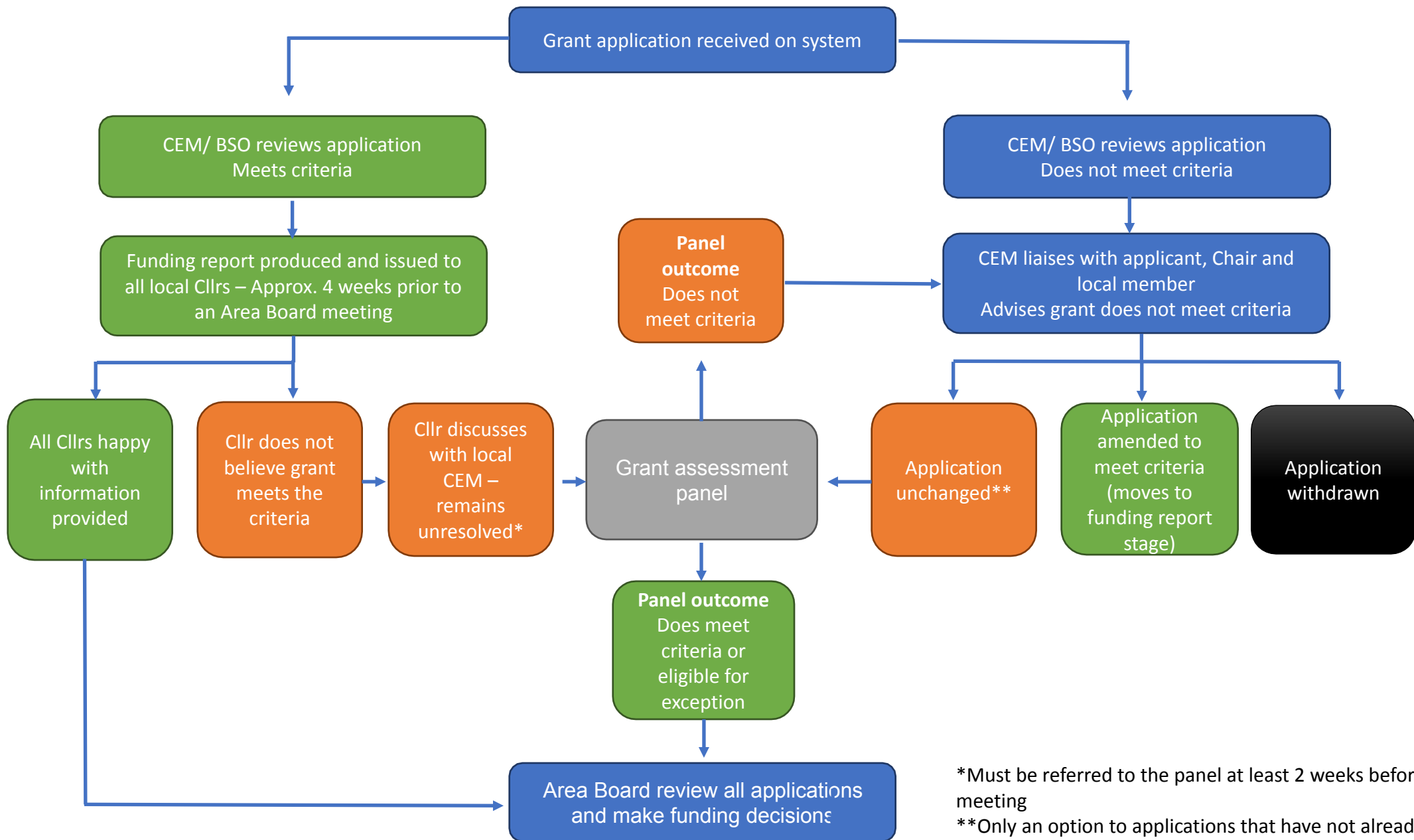
- Funding is available to voluntary and community sector organisations that can show a need for financial support up to a total of £5,000. Town and Parish councils are eligible to apply for revenue funding, in respect of Youth Grants or Older and Vulnerable Adult Grants, where they are able to show a need for financial support.
- Matched funding requirement has reduced from £1,000 to £500.
- Applications must be received at least 4 weeks before an Area Board
- Applications must highlight how they are meeting two aims of WC Business Plan and an Area Board local priority – grant system will reflect this
- An organisation can apply for a maximum of 2 projects/ bids per annum across all 18 boards. Each project/ bid can request funding from up to 3 boards.



Grant Assessment Panel

- Cabinet Member for Area Boards and Assistant Director for Leisure, Culture and Communities make up the 'panel'.
- The panel will review grant applications sent from Community Engagement Managers when meeting all criteria, however are:
 - Requesting over £5,000
 - Not from a voluntary or community sector organisation
 - Applying to multiple boards (more than 3)
- The above is known as an 'exception request'.
- The panel will also review grants referred by a Councillor if they believe it is not meeting the criteria. This is known as a 'Councillor request for review'.





*Must be referred to the panel at least 2 weeks before an Area Board meeting
 **Only an option to applications that have not already been through the grant assessment panel previously

Delegated authority

- In order to deal with urgent matters that may arise between meetings of the Area Board, the Community Engagement Manager (CEM) has the authority to approve expenditure from the delegated grants budget when the following conditions are met:
 - a. The item is deemed urgent (definition below) by the CEM, Chair and Vice-Chair of the Area Board
 - b. The item follows due process, enabling all Area Board Members 5 working days to review and consider the award.
 - c. The award does not exceed £1,000
 - d. The award has a majority support from all Area Board members
- In order to be an urgent matter it would have to be the case that a delay in approval until the next scheduled meeting of the Area Board would have a critical impact on the project for which the grant is requested. If the CEM should deem the application urgent, they are to liaise with the Chair and Vice Chair of the board. If there is unanimous agreement that it is urgent then it moves to the next stage.



Area Board Handbook

The Area Board Handbook 2022 has recently been published. This provides an excellent overview of the updated Area Board arrangements and is available on the WC website.

A briefing note is also available with a further recorded presentation that sets this out in more detail.

Any questions?



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