



Bradford on Avon Community Area Partnership

Annual Workplan 2011/12

In order to show how the Community Area Partnership aims to meet the commitments set out in the Community Area Partnership Agreement 2011/12, please complete the form below.

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>Please tell us about your Steering Group or Management Committee, how it is appointed and who serves upon it? Please explain how your CAP is supported – do you have an administrator / community agent / project officer and if so, how are they engaged?</p> <p>The formally-composed Community Area Partnership Co-ordinating Group was temporarily suspended in June 2010, with the view of being re-convened later, at an appropriate time. At that stage the tasks involved with progressing the aims of the CAP were delegated to a small Transition Group consisting of the Chairman (David Gregory) and the temporary, part-time Partnership Officer (Jim Lynch). Since then this group has been joined by a temporary, part-time Administrator (Michael Collins).</p> <p>The intention has been to re-consider the structure of the CAP by aiming for an arrangement which better serves the required activities and outcomes. In this respect the move is towards a dynamic and adaptable community area network of networks with the Transition/Steering Group acting in a hub-like capacity along with the leaders of community groups and organisations and various Theme Champions, who are already responsible for their own “sub”-networks.</p> <p>This shift in emphasis is partly related to the changes brought about by Wiltshire Council becoming a unitary authority, with the advent of Community Area Boards, and in an attempt to becoming orientated more precisely to the perceived needs of the Bradford on Avon Community Area, which includes the eight surrounding parishes.</p> <p>Give details of any theme groups within the CAP.</p> <p>The Transition Group has identified twelve Themes which are</p>

considered relevant to the community area, however the list is neither exhaustive nor rigid but convenient for reference purposes. In no particular order, the Themes are:

Housing

Sport

Tourism

Traffic & transport

The Local Economy

Education & Skills

Community Safety

Health & Wellbeing

Culture & Creativity

Heritage & the Built Environment

The Natural Environment

Social Care & Welfare.

In most of these Theme areas there are on-going projects or activities and/or well-established groups or organisations. But a major aim of the CAP is to identify where value can be added to the community area by initiating or supporting actions, by focussing on “gaps” which need to be filled, weaknesses strengthened or deficiencies addressed.

Some groups and organisations with whom we have been in dialogue and with whom networking is progressing, such as Climate Friendly Bradford and the Senior Citizens Forum, have involvement and interests across many of the Themes. This would apply similarly to the Parish and Town Councils.

Recent involvement with members of the Town Council in organising the 2011 Sports Festival has led to the potential to form a Sports Network involving the wide range of clubs and activity groups in the area. There are similar opportunities for working, for instance, with the Tourism Association, the Arts Festival, the Chamber of Commerce, BoA 2026, and Information Technology including Broadband issues.

In each case there are leaders and other individuals with whom we come to work closely and who already have their own effective communication networks in place.

Are you affiliated to WfCAP and do you attend WfCAP meetings and events?

BoA CAP is affiliated to WFCAP, meetings and events are attended when possible, and contributions made. Through WFCAP, Bradford on Avon also has membership of AMT (Action for Market Towns).

Please indicate how you intend to maintain and develop the CAP over the next 12 months.

An Extraordinary General Meeting took place on Thursday 23rd June 2011 to which were invited the previous CAP Co-

	<p>ordinating Group, representatives from each of the eight parishes and other key individuals from the community area. Although several were unable to attend, and there were no Parish representatives, it was a very positive event</p> <p>At the meeting, plans for maintaining and developing the CAP over the next months were shared. This will particularly involve inviting others to become involved with the Transition Steering Group, not in an unspecific way but in a way which enables them to pursue interests, expertise or involvement as it suits them. This should provide added momentum for progress over the coming months.</p> <p>After a pre-arranged time an AGM will be called at which the progress of the CAP together with the modus operandi will be reviewed. At that meeting, arrangements will be made for the CAP to proceed, if necessary after revision of the Terms of Reference and relevant elections.</p>
<p>Accountability <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>Please explain how you will account to the community during the year? How will you promote your work and engage people? How do you advertise CAP meetings, etc to local people? How can local people influence the work / priorities of your CAP? Can you show that you have the support of the local community?</p> <p>It follows from above that the CAP activities and emphasis will, at any one moment, be related to issues or themes and/or groups or networks of individuals or groups. This way of working then obviously facilitates accountability, promotion of activities, engagement of people and advertising of meetings if and when necessary.</p> <p>It will also be through this means, involving dialogue, partnership, joint activities and the like that local people are able to influence the work and priorities of the CAP, as well as to indicate their support. Such close liaison also enables subtle moderations and adjustments between parties to obvious mutual advantage.</p> <p>How many meetings do you hold per year?</p> <p>Certain things can be achieved at formal meetings better than in other ways, but in general the intention is to keep these to a minimum.</p> <p>The method of working indicated above is more conducive to informal gatherings and discussions and, for many types of requirement, Information Technology will be used to good effect.</p> <p>If and when appropriate, the option is available to organise wider consultative/informative meetings. However, for pragmatic reasons, it is generally thought that each of such events is better orientated to a particular subject or theme.</p>
<p>Communication <i>"To engage and communicate</i></p>	<p>Please explain how you communicate with the wider community, promote your work and encourage participation in the activities of the CAP. Do you produce</p>

<p><i>systematically with all sections of the community and to maintain a contacts register of key organisations and volunteers.”</i></p>	<p>newsletters, press releases, etc to let the public know what you are up to?</p> <p>Most communication will be of a specific or themed nature and therefore communication via established networks will work well. Where wider publicity is required other options are available. For instance press releases were successfully used to advertise the recent Sports Festival.</p> <p>Hopefully the BoACAP logo which has been developed (see top of document) will begin to be associated with positive community-based action</p> <p><i>Do you have a website where local people can contact the CAP and take part in polls / surveys or contribute in other ways?</i></p> <p>Development and maintenance of the community web site (bradfordonavon.com) is under the control of the CAP through employment of temporary part-time professional assistance. The intention is that the web site should serve the whole community area and not solely the purposes of the CAP, and this seems to be working well.</p> <p>The monthly reports produced for us show increased use – and last month there were visits to the site from 54 different countries!</p> <p>The site has already been used for Surveying, eg SOS Broadband and The Big Squeeze. As necessary, eg. when community area priorities (ie. Community Area Plan) are publicised, it will be suitably interactive to individuals.</p> <p><i>How many organisations are affiliated to the CAP and how many names are on your communications database?</i></p> <p>Systematic lists of contacts are obviously kept, being the basis of network communications.</p>
<p>Consultation <i>”To consult widely on a range of community issues and hold public engagement events and activities.”</i></p>	<p><i>Please explain how you intend to consult the community in the coming year. Will this be through surveys, public meetings, on-line questionnaires, etc? Will this work be towards an updated community plan?</i></p> <p>There were immediate plans, following the E.G.M. on 23rd June, to refine and re-market the Austerity Survey and to proceed with investigating priorities, in depth, with certain Theme areas.</p> <p>However, the recent BoA2026 Initiative, with tight deadlines linking with consultation over the Wiltshire Council Core Strategy, the varied intensive consultations being planned, together with the agreed Consultancy engagement and Public Workshop towards the “Roadmap for a Sustainable Future”, have necessitated rethinking.</p> <p>Rather than risk “over-surveying” and “over-consultation” of the community in the next two months, the intention is to find</p>

	<p>means of assisting with the BoA2026 project if possible for the time being, and then to reassess potential progress after an appropriate interval.</p> <p>Where practical, gradual development of networks and contacts will continue alongside other events and obviously, when opportunities arise, working with the Area Board on topical issues.</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>Please explain how you intend to develop, review or implement your community plan over the next 12 months. What activities will you undertake in order to consult with local people?</p> <p>The previous Community Area Plan was published in 2005 and served a valuable purpose at that time. Following a systematic review, the Co-ordinating Group, in early 2009, concluded that a majority of aspirations in the Plan had led to ongoing action or satisfactory conclusion and a few were no longer relevant.</p> <p>However there was a small number of outstanding priorities, which have been or are now being addressed, such as Traffic issues, the retention of Employment opportunities and the development of Locally-grown Food.</p> <p>Rather than revise the previous Community Area Plan, the current intention is to investigate, agree, compile and publicise a dynamic set of community priorities. This process will particularly relate to the requirements of the Community Area Board. The community web site (bradfordonavon.com) will be use as a major publicity medium.</p> <p>The first priority is to react to issues or themes which become relevant or important to the focus of the Community Area Board. Recent examples being the local concerns about Broadband and issues concerning Sports Fields.</p> <p>Secondly will be concerns which otherwise arise. Examples here being the identified benefits to be gained by working closely with the range of very successful Sports Clubs and organisations, and the perceived need to address potential problems associated with current Austerity measures.</p> <p>Thirdly, over time, to use the identified Theme areas to investigate priorities more generally – of major interest here will be finding means of resolving situations where priorities from differing facets of the community appear contradictory.</p> <p>Arrangements are currently being made to look closely at priorities relating to Tourism, the Natural Environment and the Elderly.</p> <p>Once the priorities are identified and collated, the intention under normal circumstances will be to review them on a rolling basis, but always with potential for special emphasis</p>

	<p>as and when a particular profile is raised, for instance by the Area Board business.</p> <p>How will you ensure this is representative of the whole population locally?</p> <p>There may be occasions where it is thought valuable to consult the whole community, depending on the issue and the required outcome.</p> <p>However, the rationale of the process indicated previously is that, in the majority of cases, to consult those with the relevant knowledge, experience, expertise and/or interest and involvement is more likely to achieve more “meaningful” results – at least in the first instance.</p>
<p>Local action <i>”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.”</i></p>	<p>Please tell us about your plans to encourage local action to address the community plan priorities.</p> <p>The network[s] in place which enable identification and verification of community area priorities will also serve as a means through which to encourage local action.</p> <p>What do you expect to achieve during the year ahead?</p> <p>The basic achievements expected for the year ahead are:</p> <ul style="list-style-type: none"> ➤ Continued progress of the CAP in general, particularly wider recognition by the community area as a whole ➤ Widening the membership, and therefore increasing the capacity, of the Transition/Steering Group ➤ Continued development of networks and working with Theme Champions and groups/organisations ➤ Identification of community priorities as contribution towards a dynamic form of Community Area Plan ➤ Continued close working with and supporting the Community Area Board ➤ Where positive opportunities are presented, working closely with Parishes and/or Parish Councils – including the Bradford on Avon Town Council ➤ Continued refinement of the Community Web Site ➤ Wider recognition of the BoACAP logo ➤ Satisfactory outcome such that after the proposed AGM the way ahead for the CAP is well-founded <p>How will you secure funding for these projects?</p> <p>Where funding may assist activities or projects, sources will be investigated. For instance we already have information about a possible grant from “Sport England” towards the Sports Festival next year, the Olympic year.</p> <p>Special provision has been made in the Budget proposal, submitted to Wiltshire Council, for funds towards pursuing topical issues within the community on behalf of the Area</p>

	<p>Board. At the moment this will apply to working with the Senior Citizens Forum in dealing with matters concerning the elderly as requested by and on behalf of the Area Board. Other impending issues are the interests of young people and the asset transfer of sports facilities.</p>
--	---