

**Area Boards in Wiltshire: Leader's Review
Cabinet Resolutions – 23 March 2010**

People

1.	That Area Boards and Community Area Managers be encouraged to work with Council services, parish councils and partners such as health services, housing associations, schools, voluntary sector organisations and neighbourhood groups to engage with and document the needs, aspirations and stories of people from different walks of life and backgrounds in the area.
2.	To challenge each Area Board in order to facilitate the above, to experiment with new ways of broadening public participation during 2010/2011, and prepare a bid for LPSA funding to achieve this.
3.	That the new Community Area Networks should be used for regular consultation to help inform agenda preparation and to gain feedback on the local Forward Plan.
4.	Parish council forums and alliances should be encouraged in each area to discuss and agree items for consideration by the Area Boards.
5.	Area Boards are encouraged to hold informal or consultative meetings around subjects or themes of particular local concern and to facilitate this new approach the number of informal meetings permitted per Area Board be increased to 4 in any year (in addition to 6 formal meetings).

Powers

6.	That the Area Boards are the main mechanism for consulting communities at local level and to facilitate this, services are requested to provide good notice of consultations in order to give Area Boards adequate time to programme and deliver consultation activity in the locality.
7.	That the scheme of delegation to officers be amended to require the use of the decision checklist attached as Appendix 3
8.	That Cabinet members be requested to encourage officers to refer matters of only local impact to the Area Boards and town and parish councils so that they can be more fully involved in the decision making process.
9.	That the Community Issue System be reviewed with a view to achieving better response times and greater clarity regarding outcomes delivered

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Partnerships

10.	That the revised Community Area Partnership Agreement and funding arrangements (Appendix 4) be adopted for 2010/11.
11.	That the Council recognises that partnership arrangements and community planning should best suit local circumstances and that work should continue with WFCAP to negotiate the best solution for that Community Area.
12.	That the Council agrees to negotiate a new three year service level agreement with WfCAP to secure its funding and develop and strengthen the support it provides to partnerships in Wiltshire.
13.	That the Resilient Communities Partnership be invited to develop ways of supporting and strengthening community planning in Wiltshire including commissioning further improvements to the community area profiles.

Publicity

14.	That Area Boards be encouraged to develop closer relationships with the local newspapers by providing copy and news stories in order to raise awareness and encourage participation.
15.	That Area Boards be encouraged to provide copy for local parish magazines and other community newsletters
16.	That an Annual Report be produced each year detailing the successes of the Boards involving people who have benefited from the outcomes
17.	That all Area Boards communications be written in plain language avoiding jargon and acronyms.

Parishes

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18.	That parishes be encouraged to form clusters, forums and alliances within (and across) community areas to share knowledge, experience and concerns and to put forward items for consideration by the Area Boards.
19.	That Area Boards communications be sent by email to all parish councillors through the community area network.
20.	That examples of successful collaborations between parish councils and area boards be promoted to demonstrate the successful outcomes that the new arrangements are delivering
21.	That Area Boards are expected to meet at a range of urban and rural venues
22.	That the Area Boards Handbook is revised to set out more clearly the role, rights and responsibilities of parish representatives upon the Area Boards and that this is circulated as a separate information sheet for parish and town councillors.
23.	That Community Area Managers will offer to give presentations and host discussions about the local Area Boards for parish and town councils in the area.

Implementation of recommendations

24.	<p>That the Director Community, Libraries, Heritage & Arts in consultation with the Portfolio Holder for Communities, be authorised to:</p> <p>(a) revise the Area Boards Handbook to accommodate the outcome of the Leaders' review and the decisions here adopted;</p> <p>(b) ensure that all necessary arrangements are made to implement these recommendations</p> <p>(c) undertake a further review in 12 months to assess how far these recommendations have addressed the concerns raised during the review; and</p> <p>(d) produce an annual report setting out the achievements of the Area Boards during 2009/10.</p>
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