



Aim and purposes

Wiltshire forum of Community Area Partnerships (Wfcap) exists to support, promote and represent Community Area Partnerships (CAPs) in Swindon and Wiltshire; acting as an advocate for civic engagement and the creation of strong, resilient and empowered communities.

Objectives and Activities

- To promote all or any purpose for the benefit of the community which are or hereafter may be deemed by law to be charitable and in particular, but not exclusively the advancement of education, the furtherance of health and the relief of poverty, distress and sickness.
- To promote and organise co-operation in the achievement of the above purposes and to that end bring together in council representatives of voluntary agencies and statutory authorities engaged in the furtherance of the above purposes or any of them in Wiltshire.

When planning our activities for the year, Wfcap's board of trustees have given due regard to the Commission's guidance on public benefit and considered how the organisation can best achieve this through delivery of its charitable objects.

Wfcap exists to be the support body for a network of Community Area Partnerships (CAPs) and similar organisations across Swindon and Wiltshire. As a member organisation, Wfcap is directed by the needs of the CAPs and consequently works in a way that is flexible and free of charge. By developing and strengthening the CAPs, raising their profile, increasing their network and enabling them to share learning, Wfcap's support structure and reputation increases the CAPs ability to improve their local communities. A key part of Wfcap's work centres on aiding and improving collaboration: between CAPs and between CAPs and other partner organisations. This element of the work improves efficiency, shares skills, builds trust and increases sustainability.

To guarantee meeting the public benefit requirement, the trustees also agreed a number of practical objectives which would be used to guide the day-to-day work, underpin the charity's objects and further ensure sustainability. These objectives are as follows:

- **DEVELOP:** To support the development of the capacity and skills of the CAPs, enabling them to perform their role.
- **SHARE:** To provide a platform for the CAPs to share information, ideas and best practice so as to foster efficient and informed working.
- **PROFILE:** To raise awareness, understanding and support for the CAPs and the work they carry out.
- **NETWORK:** To build and maintain relationships with key stakeholders thereby strengthening propensity to engage with and be influenced by the CAPs
- **BROKER:** To act as a broker of relationships to help increase the network of CAPs, resulting in more efficient, joined-up working.
- **SUSTAIN:** To ensure an independent Wfcap that is fit for purpose, sustainable and able to support the CAPs in their role.



Achievements and Performance

Below is a list of work carried out and principles of working:

- Wfcap volunteer attends at least one CAP operational meetings.
- A comprehensive and up to date online resource available to all CAPs and wider community.
- Opportunities to bring CAPs together with other CAPs and relevant partners.
- An insurance policy organised, administered and offered to all CAPs.
- Links created between CAPs and relevant partner organisations.
- Signposting and brokering relationships between CAPs and other groups.
- A range of social media platforms providing a way for CAPs to access all relevant information.
- Vital information from CAPs and/or partners sent directly to all CAPs via point of contact.
- CAP successes and news widely shared to CAPs and partners.
- Contact opportunities sought and taken up with new partners.
- Key stakeholders informed of CAPs' achievements.
- News of relevant CAP activity and achievements fed into strategic level meetings.
- News of relevant strategic activity and news fed back to CAPs.
- Wfcap operating accountably and transparently under governance of constitution.
- Wfcap fully covered with appropriate insurances.
- Policies and procedures in place and kept up to date.
- Methodical, regular system of reporting in place between staff, line management and trustees.
- Good working relationship maintained between Wfcap and Wiltshire Council.
- Strategic plan in place and directing work.
- Financial plan in place to reduce and monitor operational costs.

The following statistics give evidence to the scale of actual activity, as outlined above:

- 12 of Wiltshire's Communities have active, CAPs/Networks, supported by Wfcap.
- CAPs bring together over 80% of the parish councils.
- CAPs have an average network of 15 partners including statutory & voluntary sector, businesses & clubs.
- The CAPs communicate with 3000 residents & organisations locally.
- 300+ contacts on Wfcap's database
- Every £1 invested in a CAP gives a value for money return of over 600% in volunteer effort & value.
- Local priorities from 2016 are currently being addressed through CAP projects (or already tackled)
- Wfcap operates on very streamlined basis with one volunteer.
- 3 trustees oversee and support the organisation in a voluntary, unpaid, capacity.
- Wfcap volunteers participated in 32 events/meetings in 2016.
- All correspondence answered plus actioned/signposted.
- Policy organised, administered and paid for Public Liability and Employee & Volunteer Insurance Cover for Wfcap and 8 CAPs (offered to all CAPs).
- 3 x trustee meetings (run & minuted in accordance with constitution).

Wfcap being seen as an infrastructure organisation meant that securing funding for running costs and staff was challenging in the current austere climate, so further cuts were needed. In November 2015 the trustees took the decision to make the part time officer role redundant to secure funds for a further two years of greatly reduced running costs with only volunteer support to maintain the network and online profile from March 2016.

Below is further detail on a variety of specific projects which illustrate more about how Wfcap works and how it achieves its objectives:



Collaboration on Rural Bus Service Review

Pewsey and Devizes CAPs have been working for three years on a review of the local Connect 2 Rural Bus Service that serves the villages in Pewsey Vale and Devizes. Following a survey conducted by the volunteers at the request of Wiltshire Council's Passenger Transport Unit, a new tender for this service has now been offered. The group retains the support of First Great Western and Claire Perry MP at a time when Wiltshire Council are reviewing public transport across the county in search of further savings to the tune of £500,000.

Financial Review

Apart from payments from CAPs towards the insurance arranged by WfCAP there was no income during the year.

Expenditure during the year was £2,621.00 made up of the insurance for CAPs and a small amount needed for maintenance of the website.

At the year-end reserves stood at £2,674.00 which the trustees consider is enough for 12 months operation.

Structure and governance

Wfcap operates in line with its constitution as approved by the Charities Commission in June 2014. The trustees opted for the Association Model of CIO in order to allow the CAPs to become voting members, therefore extending electoral rights outside of the trustee board. All 12 of the CAPs in existence have signed up as members. Wfcap does not charge for membership, as it does not make any charge to the CAPs for any of its services. This structure allows the CAPs to influence how Wfcap operates and to be part of all decision making process.

Administrative Information

Wfcap is a Registered Charity: **Registration Number 1157351**

Wfcap's registered address has recently been changed (and updated on the Charity Commission website) to:

- Giddings Cottage, Huish, Marlborough, Wiltshire. SN8 4JN

During the period covered in this report, Wfcap was made up of the following:

Chair of Trustees: Douglas Roseaman

Trustees & Vice Chairs: Ian Webb and Nick Westbrook

Officer: Dawn Wilson – redundant March 2016 no serving as a volunteer.

Members:

1. BA13 Westbury CAP
2. Boacan
3. Chap – Chippenham Health forum
4. Devizes CAP
5. Highworth Community Partnership Group
6. Melksham CAP
7. Malmesbury & Villages CAP
8. Pewsey CAP



- 9. TCAF - Trowbridge
- 10. Tidworth CAP
- 11. Vision for Wroughton
- 12. Warminster & Villages Community Area Partnership

This report was approved by Wfcap Trustees at a meeting on 6th July 2016 and signed on their behalf by

NAME: Doug Roseaman (Chair) Date: 25/07/17

End of Report