

COMMUNITIES AND PARTNERSHIP COMMITTEE



Thursday, 18 June 2020

Democratic and Members' Services

Fiona McMillan
Monitoring Officer

15:30

Shire Hall
Castle Hill
Cambridge
CB3 0AP

COVID-19

During the Covid-19 pandemic Council and Committee meetings will be held virtually for Committee members and for members of the public who wish to participate. These meetings will be held via Zoom and Microsoft Teams (for confidential or exempt items). For more information please contact the clerk for the meeting (details provided below).

AGENDA

Open to Public and Press

CONSTITUTIONAL MATTERS

- 1 Apologies for absence and declarations of interest**
Guidance on declaring interests is available at
<http://tinyurl.com/ccc-conduct-code>
- 2a Minutes of the Meeting Held on 20th May 2020**
[Minutes - 20th May 2020](#)
- 2b Communities and Partnership Committee Minutes Action Log** **3 - 8**
- 3 Petitions and Public Questions**

DECISIONS

4	Cambridgeshire County Council's Response to Covid-19	
	Report to follow	
5	Communities Capital Fund - Endorsement of Recommendations	9 - 14
	(June 2020)	
6	Community Champions Oral Updates	
7	Communities and Partnership Committee Agenda Plan	15 - 20

The Communities and Partnership Committee comprises the following members:

Councillor Steve Criswell (Chairman) Councillor Lina Nieto (Vice-Chairwoman)

Councillor Barbara Ashwood Councillor Henry Batchelor Councillor Adela Costello Councillor Lis Every Councillor Janet French Councillor Elisa Meschini Councillor Mandy Smith and Councillor Amanda Taylor

For more information about this meeting, including access arrangements please contact

Clerk Name: Nick Mills

Clerk Telephone: 01223 699763

Clerk Email: nicholas.mills@cambridgeshire.gov.uk

<u>COMMUNITIES AND PARTNERSHIP COMMITTEE</u>			<u>Minutes Action Log</u>		<u>Agenda Item No: 2b</u>	
This is the updated minutes action log as of 10th June and captures the actions arising from the most recent Communities and Partnership Committee meetings and updates Members on the progress of compliance in delivering the necessary actions.						
Minute No.	Report Title	Action to be taken by	Action	Comments	Status	
<u>ACTIONS FROM MINUTES OF THE COMMITTEE MEETING HELD ON 23RD JANUARY 2020</u>						
233.	GROWING FENLAND – TOWN REPORTS	Adrian Chapman	<p>The Committee sought clarification on how the Mayoral Task Force would function and how it would be composed, noting that it should include a representative of the Council.</p> <p>Action: The Service Director of Communities and Partnerships agreed to provide the Committee with an update once details had been confirmed regarding the Task Force.</p>	The Service Director provided Members with a copy of the Terms of Reference, which include details of scope and membership.	ACTION COMPLETE	
<u>ACTIONS FROM MINUTES OF THE COMMITTEE MEETING HELD ON 12TH MARCH 2020</u>						
245.	JOINT HEALTH AND WELLBEING STRATEGY CONSULTATION	Liz Robin	<p>Members observed that the list of committees/boards that would host presentations or workshops on the Joint Health and Wellbeing Strategy (section 2.9 of the report) did not include information on when and where they would be held.</p> <p>Action: The Director of Public Health agreed to provide Members with the information.</p>	The consultation on the Joint Health & Wellbeing Strategy was placed on “pause” during the latter half of March due to the current situation around the COVID-19 outbreak. When the consultation resumes, a full list of committees/ boards, with dates of meetings, will be provided to the Committee.	ACTION ONGOING	

			<p>One Member sought clarification on whether the East of England Ambulance Service Trust Board had been involved in the Joint Health and Wellbeing Strategy consultations.</p> <p>Action: The Director of Public Health undertook to establish their level of involvement.</p>	<p>The Director of Public Health confirmed that the East of England Ambulance Service Trust Board had not been involved in the Joint Health and Wellbeing Strategy consultation to date.</p> <p>However the Ambulance Trust is included on the Cambridgeshire and Peterborough Sustainable Transformation Partnership and some of its sub-groups, which are included in the consultation.</p>	ACTION COMPLETE
249.	DOMESTIC ABUSE AND SEXUAL ABUSE SERVICE REVIEW AND WHITE RIBBON CAMPAIGN	Julia Cullum	<p>One Member suggested that the Council could sign up to the Employers' Initiative on Domestic Abuse (EIDA).</p> <p>Action: The Domestic Abuse and Sexual Violence Partnership Manager undertook to investigate the possibility.</p>	<p>This has been raised with Human Resources and will be followed up when COVID-19 restrictions are lifted.</p>	ACTION ONGOING
<u>ACTIONS FROM MINUTES OF THE COMMITTEE MEETING HELD ON 22ND APRIL 2020</u>					
260.	CAMBRIDGESHIRE COUNTY COUNCIL'S RESPONSE TO COVID-19	Adrian Chapman	<p>One Member suggested that the rural and farming community should be represented in the Community Reference Group.</p>	<p>Hannah Padfield, County Adviser (Cambridgeshire) for the NFU (East Anglia) has very positively agreed to work with us to support rural</p>	ACTION COMPLETE

			<p>Action: The Service Director of Communities and Partnerships agreed representation of the National Farmers' Union or the Department for Environment, Food and Rural Affairs would be beneficial.</p>	<p>communities and business. Hannah will join the Community Reference Group, but details will also be shared with relevant Recovery groups too.</p> <p>The Service Director will ensure that key issues and opportunities are shared with the new formal cross-Government regional arrangements in place with the National Shielding Directorate of the Government, in order that they can be passed to, or input can be sourced from, Defra or any other department.</p>	
			<p>It was suggested that town and village response coordinators could be connected to the County Council through the respective local Members.</p> <p>Action: The Service Director of Communities and Partnerships agreed that such networking should be organised.</p>	<p>The contact and other details of all the mutual aid and local support arrangements that have been set up during the pandemic continue to be captured and published via the Cambridgeshire Directory. Additionally, work has begun on the next phase of our Think Communities approach, which will seek to sustain as many of the positive features as possible of our current ways of working; a full report on this work will come to Committee in the coming months.</p>	ACTION ONGOING
		Jonathan Lewis	<p>One Member expressed concern that food vouchers could not be used for online purchases from some supermarkets, making them difficult to use for people who were self-isolating or shielding.</p> <p>Action: The Strengthening Communities Service</p>	<p>The voucher scheme the majority of schools are using in Cambridgeshire is the government funded Edenred FSM vouchers. Schools were directed to use this through Department for Education guidance</p>	ACTION COMPLETE

			<p>Manager undertook to seek a written response from the Director of Education.</p>	<p>in April.</p> <p>It offers a range of supermarkets and it does allow the use of the vouchers online although there were some teething issues with this. All the major home delivery supermarkets are included. Lidl and Coop are still not supported by the scheme and parents require an email address to use the vouchers.</p> <p>We raise daily issues from schools over issues with the vouchers directly with the DfE.</p>	
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ACTIONS FROM MINUTES OF THE COMMITTEE MEETING HELD ON 22ND APRIL 2020

268.	CAMBRIDGESHIRE COUNTY COUNCIL'S RESPONSE TO COVID-19	Adrian Chapman	<p>While discussing the complications to registering births as a result of COVID-19, it was suggested that guidance could be published on the current situation.</p> <p>Action: The Service Director of Communities and Partnerships undertook to collate the guidance, circulate it to Members and publish it on the Council's website.</p>	A set of frequently asked questions (FAQs) was circulated to Committee Members.	ACTION COMPLETE
			<p>Members requested an update on when citizenship ceremonies were expected to be resumed.</p> <p>Action: The Service Director of Communities and Partnerships undertook to provide an update.</p>	At time of writing, there remains no further update to the national guidance on this and other Registration ceremonies. However, Birth Registrations have now recommenced, and as the guidance relating to other Registration services is updated, officers will ensure that	ACTION ONGOING

				our service responds quickly and that Members are kept well informed.	
			<p>While discussing apparent disparities between the number of people on the registered shielded list in the different districts across Cambridgeshire and Peterborough, it was suggested that the data would be better presented per capita in future editions of the report.</p> <p>Action: The Service Director of Communities and Partnerships agreed to present the information in this way in future reports.</p>	This suggestion will be incorporated into the next Covid-19 response report to Committee in June.	ACTION COMPLETE
271.	COMMUNITIES AND PARTNERSHIP COMMITTEE AGENDA PLAN AND APPOINTMENTS TO OUTSIDE BODIES, INTERNAL ADVISORY GROUPS, PANELS AND COMMUNITY CHAMPIONS	Nick Mills	<p>Members observed that the Communities Fund Panel should be added to the list of internal advisory group appointments.</p> <p>Action: The Democratic Services Officer undertook to update the list.</p>	The list was updated and the appointments for the 2020/21 municipal year are to be made at the next Committee meeting on 18th June 2020.	ACTION COMPLETE
		Nick Mills	<p>Members suggested that the contact details for some of the outside bodies and internal groups required updating.</p> <p>Action: The Democratic Services Officer undertook to review and update the lists.</p>	The lists were updated.	ACTION COMPLETE

COMMUNITIES CAPITAL FUND – ENDORSEMENT OF RECOMMENDATIONS (JUNE 2020)

To: Communities and Partnership Committee

Meeting Date: 18 June 2020

From: Adrian Chapman, Service Director for Communities and Partnerships

Electoral division(s): All, with particular relevance to the following:

- Alconbury & Kimbolton
- Cambourne
- Sawtry & Stilton
- Somersham & Earith

Forward Plan ref: No **Key decision:** N/A

Outcome: To consider the recommendations of the Member Panel to fund grant applications made under the Communities Capital Fund.

Recommendation: The Committee is recommended to:

Approve the following applications for funding:

- (i) Caresco – £41,500 for repairs and upgrade to Sawtry Mancave;
- (ii) Stilton Parish Council - £37,500 for new playground equipment;
- (iii) Winwick Village Hall – £20,000 for upgrades to the village hall;
- (iv) Woodhurst Village Hall - £12,954 for upgrades to the village hall; and
- (v) Cambourne Town Council - £237,000 (subject to the completion of due diligence checks) for the Cambourne Youth Building.

<i>Officer contact:</i>		<i>Member contacts:</i>	
Name:	Ian Phillips	Names:	Cllr Steve Criswell
Post:	Head of Communities & Partnerships Integration	Post:	Chairman
Email:	Ian.Phillips@peterborough.gov.uk	Email:	Steve.Criswell@cambridgeshire.gov.uk
Tel:	07415881802	Tel:	01223 706398

1. BACKGROUND

- 1.1 The Cambridgeshire Communities Capital Fund was launched on 1st April 2020, and sets aside up to £5m to help support community projects across the county.
- 1.2 The fund may contribute up to £0.5m capital funding for community-based projects which can address issues which are a specific priority for the local community, address inequality of access to services or activities, and implement community involvement in delivery or design of the project.
- 1.3 At its meeting of 12 March 2020, the Communities and Partnership Committee agreed the following eligibility criteria:
 - i. Funding will be awarded for eligible capital spend only, and must demonstrate how the purpose of the fund, will be met
 - ii. Bids must be able to demonstrate additionality, including, for example, how communities will be improved or enhanced by capital investment in their community
 - iii. Bids will be encouraged for projects which fill gaps or where there is an under-representation in council presence or access to public services or other activities within communities, where there is an evidenced need, or known or emerging demand for service. For example, we want to ensure that our rural communities have the same opportunities to engage with services or activities as all other communities
 - iv. No bids will be successful without some level of match funding. Capital funding from the Fund should be awarded only where all other sources of funding have been exhausted, or where council funding would provide match funding alongside other sources of funding. Match funding may be intended rather than secured at application stage, and may include non-cash match funding (e.g. in-kind contributions, land transfer etc.)
 - v. Funding will not be awarded for repairs and maintenance on assets that haven't been subject previously to a regular repairs and maintenance regime. Even then, not all repairs and maintenance would be eligible to be funded through capital budgets, and so proposals that include this would need to be considered on their own merits
 - vi. Proposals for capital projects with a potential impact on carbon emissions will need to demonstrate how these will be minimised
 - vii. Funding will be awarded using the most appropriate financial model – for example, this may be in the form of a non-repayable grant, a loan to be repaid at agreed terms, or an equity-type investment in an organisation with a recurring return on that investment. All funding arrangements would need to comply with existing county council policies, including for example the existing third-party loans policy, which has specific requirements around security, interest rate, setup fees, and guarantees
 - viii. Funding will be awarded only where there is a guarantee of no revenue implications for the county council (aside from debt charges as a result of borrowing), except where an evidenced case can be made demonstrating how, in turn, an increased short-term revenue cost will lead to more substantial savings later
 - ix. State Aid considerations will form part of the overall application and review process
 - x. Applications will need to be endorsed by, and submitted via, either the local county councillor, or the county council's Community Champion for the area

2. MAIN ISSUES

2.1 On the 15 May 2020, a Member panel consisting of Councillors Goldsack, Every, Costello, Meschini and Batchelor met to consider a number of applications seeking £50k or under. The panel considered how the projects met the funding criteria and recommended that the following are approved for funding:

- **Caresco (Sawtry Mancave).** This project is using a former disused council building and has created a successful Mancave project where the local community repairs/recycles items for community use. The project supports men with a range of mental health and other issues and makes a positive impact, not only for the individuals but for the wider community. Recently, it has been identified that the building requires substantial improvements including electrical works, new toilets/sanitation and new kitchen facilities. This will allow for the project to increase its opening hours and appeal to the local community. £41,500 grant is requested.
- **Stilton Parish Council.** Community surveys have identified the lack of children's play equipment in the village, particularly for primary age children. This often means that parents travel to nearby towns and villages to access play equipment elsewhere. The parish council has consulted widely with the community and school children on the design of any potential new equipment. Such is the support from the community, £12,500 has been raised locally, with a further £10,000 donation from the parish council towards the project. A further £37,500 is requested.
- **Winwick Village Hall.** Winwick is a small village with very limited community facilities, with the village hall being the hub of this rural community and in need of upgrade and improvement. Stage one of the project commenced in 2018, and has seen a new extension built including a new kitchen. The second stage of the project will be to upgrade the toilets and replace the windows, tables and chairs. The hall is well used within the village with a broad range of activities regularly taking place, including village meetings. Funding of £20,000 is requested.
- **Woodhurst Village Hall.** Similarly, Woodhurst is also a rural village with limited community facilities. The village hall is now 40 years old and no longer meets local needs. Both the kitchen and toilets are of a low standard and restrict the use of the building; refurbishing would increase use and income. The village hall has raised £5,000 towards the costs and is requesting a further £12,954.

2.3 For projects seeking between £50k and £500k funding, a Member Panel met on 8th June 2020 to consider applications. Each project provided further information and a full business case to support their application. Councillors Criswell, Meschini, Ashwood, Smith and Nieto considered several applications and recommended the following for approval (subject to due diligence checks being completed by the Finance team). Further project recommendations are expected to be presented at the Committee meeting on 2nd July 2020.

- **Cambourne Town Council.** Cambourne is a growing town with a high number of young people. In 2006, a temporary youth building was erected with the expectation of a permanent replacements within 5 years. The same temporary building remains and is now in poor condition and unable to meet the growing demands of the town. The town council has worked closely with local residents and Romsey Mill to develop proposals for a new first-class building, from which multiple youth clubs and services can be delivered. The panel noted that 86% of residents in a town council survey felt

that the current building was not fit for purpose, and that a new building would help to bring young people and their families together and significantly help to improve social cohesion. Match funding of £737,792 has been secured, with a further £237,000 requested.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 A good quality of life for everyone

The fund seeks to improve the health, wellbeing, social and economic opportunities and outcomes in our communities, thereby helping to create or enhance a good quality of life for everyone.

3.2 Thriving places for people to live

Investment into community projects will provide or enhance capital assets or facilities within our communities, helping to create increased opportunities and therefore thriving places for people to live.

3.3 The best start for Cambridgeshire's children

Several of these projects will provide investment into activities for young people, improving physical and mental wellbeing, reducing isolation and promoting social inclusion.

3.4 Net zero carbon emissions for Cambridgeshire by 2050

Investment into community projects will help to improve local services and activities, reducing the need to travel to towns/villages across Cambridgeshire. In addition, improvements to older buildings will see energy efficient measures being installed, for example double glazing, LED lighting and modern heating systems to reduce the carbon footprint.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

The capital investment in the Communities Capital Fund was approved at Full Council in February 2020.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications for this category. However, any commercial opportunities will follow the Council's Contract Procedure Rules and contractual regulations as per existing policies.

4.3 Statutory, Legal and Risk Implications

Successful funding awards will be subject to the applicant accepting County Council grant agreement terms and conditions.

4.4 Equality and Diversity Implications

There are no significant implications for this category.

4.5 Engagement and Communications Implications

There are no significant implications for this category.

4.6 Localism and Local Member Involvement

Members have been closely involved in both the development of expressions of interest and in making recommendations.

4.7 Public Health Implications

The Community Capital Fund will provide an opportunity for communities to secure funding that, combined with their own assets, will enable them to develop interventions that will improve the health and wellbeing of their community members. There is also the opportunity for the communities to, as part of the process, further strengthen their skills and assets.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Martin Wade
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Gus De Silva
Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?	Yes Name of Legal Officer: Fiona McMillan
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Adrian Chapman
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Amanda Rose
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Adrian Chapman
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Val Thomas

Source Documents	Location
None	N/A

COMMUNITIES AND PARTNERSHIP COMMITTEE AGENDA PLAN



Cambridgeshire
County Council

Agenda Item No: 7

Notes

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

* indicates items expected to be recommended for determination by full Council.

+ indicates items expected to be confidential, which would exclude the press and public.

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.

The agenda dispatch date is six clear working days before the meeting.

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
18/06/20	Minutes of the Meeting held on 20th May 2020	N Mills	N/A	08/06/20	10/06/20
	Cambridgeshire County Council's Response to Covid-19	A Chapman	N/A		
	Community Capital Fund – Endorsement of Recommendations (June 2020)	I Phillips	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
02/07/20	Minutes of the Meeting held on 18th June 2020	N Mills	N/A	22/06/20	24/06/20
	Cambridgeshire County Council's Response to Covid-19	A Chapman	N/A		
	Voluntary and Community Sector (VCS) Infrastructure Tender	M Oliver	2020/007		
	Cambridgeshire Libraries – Implementation and Delivery of New Vision, and Open Access in Libraries	G Porter	N/A		
	Innovate & Cultivate Fund – Endorsement of Recommendations	E Matthews	N/A		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Community Capital Fund – Endorsement of Recommendations (July 2020)	I Phillips	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
06/08/20	Minutes of the Meeting held on 2nd July 2020	N Mills	N/A	27/07/20	29/07/20
	Cambridgeshire County Council's Response to Covid-19	A Chapman	N/A		
	Community Capital Fund – Endorsement of Recommendations (August 2020)	I Phillips	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
03/09/20	Minutes of the Meeting held on 6th August 2020	N Mills	N/A	21/08/20	25/08/20
	Coroner Service Annual Report	P Gell	N/A		
	Community Champions Annual Report	E Matthews	N/A		
	Think Communities	M Oliver	N/A		
	Effect of CPCA Bus Review on Local Communities	A Chapman			
	Early Years Support	A Chapman			
	Market Town Reports from Huntingdonshire and East Cambridgeshire	A Chapman			
	Performance Report – Quarter 1 2020/21	T Barden	N/A		
	Finance Monitoring Report	E Jones	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
08/10/20	Minutes of the Meeting held on 3rd September 2020	N Mills	N/A	28/09/20	30/09/20
	Registration Service Annual Report	P Gell	N/A		
	Innovate & Cultivate Fund – Endorsement of Recommendations	E Matthews	N/A		
	Business Planning	A Chapman / E Jones	N/A		
	Finance Monitoring Report	E Jones	N/A		
	Community Champions Oral Update	Community Champions	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
12/11/20	Minutes of the Meeting held on 8th October 2020	N Mills	N/A	02/11/20	04/11/20
	CUSPE – Growth Affecting Community-Led Solutions and Interventions	D McWherter	N/A		
	CUSPE – Tackling Climate Change Through Community-Based Networks and Resources	D McWherter	N/A		
	Local Council Development Plan – Annual Report	M Oliver	N/A		
	Support Cambridgeshire Annual Report	M Oliver	N/A		
	Cambridgeshire Libraries, Including Civic Partnership Project	G Porter	N/A		
	Shared and Integrated Services	A Askham	N/A		
	Think Communities	M Oliver	N/A		
	Community Champions Oral Update	Community Champions	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
03/12/20	Minutes of the Meeting held on 12th November 2020	N Mills	N/A	23/11/20	25/11/20
	Innovate & Cultivate Fund – Endorsement of Recommendations	E Matthews	N/A		
	Cambridgeshire Skills – 6 Month Report	T Meadows	N/A		
	Performance Report – Quarter 2 2020/21	T Barden	N/A		
	Business Planning	A Chapman / E Jones	N/A		
	Finance Monitoring Report	E Jones	N/A		
	Community Champions Oral Update	Community Champions	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
21/01/21	Minutes of the Meeting held on 3rd December 2020	N Mills	N/A	11/01/21	13/01/21
	Think Communities	M Oliver	N/A		
	Innovate & Cultivate Fund – Endorsement of Recommendations	E Matthews	N/A		
	Community Champions Oral Update	Community Champions	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
<i>[18/02/21] Provisional Meeting</i>					
04/03/21	Minutes of the Meeting held on 21st January 2021	N Mills	N/A	22/02/21	24/02/21
	Cambridgeshire Libraries, Including Civic Partnership Project	G Porter	N/A		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Think Communities	M Oliver	N/A		
	Performance Report – Quarter 3 2020/21	T Barden	N/A		
	Finance Monitoring Report	E Jones	N/A		
	Community Champions Oral Update	Community Champions	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
<i>[01/04/21] Provisional Meeting</i>					

