

## **COMMUNITIES AND PARTNERSHIP COMMITTEE: MINUTES**

**Date:** Thursday, 18th October 2018

**Time:** 10:00am – 11:45am

**Present:** Councillors: S Criswell (Chairman), K Cuffley (Vice-Chairman), H Batchelor (substituting for Councillor Dupre), A Costello, L Every, J French, J Gowing (substituting for Councillor Joseph) I Manning, C Richards and T Sanderson.

### **98. APOLOGIES FOR ABSENCE & DECLARATIONS OF INTEREST**

Apologies received from Councillor Joseph, substituted by Councillor Gowing and Councillor Dupre, substituted by Councillor Batchelor.

No declarations of interest.

### **99. MINUTES – 27TH SEPTEMBER 2018**

The minutes of the meeting held on 27th September 2018 were agreed as a correct record and signed by the Chairman.

### **100. MINUTES ACTION LOG**

An oral update to the Action Log was provided and included as Appendix 1 to these minutes.

### **101. PETITIONS AND PUBLIC QUESTIONS**

None received.

### **102. HATE CRIME – PARTNERSHIP WORKING AND 3RD PARTY REPORTING CENTRES**

The Committee received a report on tackling Hate Crime through third party reporting centres, which included an update on the current partnership arrangements and proposals for a review with the Council's support. During the presentation of the report, attention was drawn to the fact that although interim figures in the report suggested levels of hate crime incidents in Cambridgeshire had decreased over the past two years, Her Majesty's Inspectorate of Constabulary (HMIC) had warned of a likely increase after withdrawal from the European Union.

Detective Inspector and Hate Crime Lead of Cambridgeshire Constabulary, Robin Hall, detailed the strategic group currently in place which worked with partners to improve

overall strategy, as well as an internal tactical group and a public scrutiny group. He acknowledged that while victims were encouraged to report hate crime directly to the police, some would not feel comfortable doing this and it was important to have an effective alternative option in place. He noted that the police wanted to help set up a smaller number of centres based around the County and provide training, as well as ensuring reliable records could then be shared across the services.

Peterborough City Council Cohesion Manager, Jawaaid Khan, informed Members that awareness of the centres, alongside confidence and trust in them, were important. It was noted that hate crimes included a wide spectrum of issues such as religion, nationality, gender, sexuality and disabilities, and that although the needs and concerns of different communities differed, the groups all needed to connect and work together.

While discussing the report, Members:

- Considered whether establishing an effective and trustworthy communication was more important than the location or environment of the centre itself, suggesting that the most important aspect was ensuring that contact was made and followed up on. It was noted that there was little publicity that raised awareness of these centres and that it was necessary to establish organisation and structure to breed confidence and trust with those who would use the service.
- Acknowledged that there were too many centres in the Fenland area and too few centres in other Districts. It was suggested that the centres should be located in local libraries to enable people to just walk in.
- Queried how the centres were funded and what their official link was to the police. It was noted that the centres were run by volunteers, which in itself was problematic as it meant that training was erratic and that continuity was difficult to achieve. By reducing the number of centres while simultaneously extending their coverage, the structure and purpose of the programme would be consolidated.
- Encouraged wider promotion of the centres to those who would most use them, citing as an example some immigrant groups who were unaccustomed to maintaining trusted relationships with the police force. The Cohesion Manager informed Members that there was a link to the national online reporting site 'True Vision' on the Peterborough City Council website as well as publicity via community radio, community events and leaflets being available around the community. It was also noted that a series of events were being held as part of National Hate Crime Awareness Week.
- Emphasised the need for diverse staffing of the centres to cater for the previously mentioned wide range of hate crime victims in order to breed trust. The Detective Inspector agreed but noted that it was not the police's role to say where the centres were located or who staffed them. However, the police were keen to work with partners on a joint approach.
- Suggested that community champions would be valuable additions to the working group looking to improve the programme, due to their contacts in their specific areas, while other Members also expressed enthusiasm to participate. The disparity of

centre locations indicated in the report showed a need to expand the programme in various areas, including Huntingdonshire, South Cambridgeshire, East Cambridgeshire and Cambridge and Members expressed their desire to assist in achieving this. It was suggested that a workshop with the police and parish councils would benefit this exchange and help create the desired clarity of vision. **Action Required.**

- Noted the importance of Faith Networks such as the Interfaith Council to address the issues of Hate Crime. There was also a need to involve Community Safety Partnerships in each District area.
- Expressed concern over the unreliable figures available to police and acknowledged the necessity to create a simple framework and effective monitoring process. It was noted that a lot of work was being done regarding hate crime by the police and the community but that developing a coherent and effective structure would improve its effectiveness and create the necessary trust and confidence.

It was resolved unanimously to:

- a) Note recorded hate crime levels and the potential for future rises
- b) Endorse the partnership approach to further strengthen our response to hate crimes
- c) Support the proposal for a review of 3rd party reporting centres, including the identification of a working group to take this forward.

### **103. SERVICE COMMITTEE REVIEW OF DRAFT REVENUE BUSINESS PLANNING PROPOSALS FOR 2019-2020 TO 2023-24**

The Committee received an overview of the draft Business Plan Revenue Proposals for services that were within the remit of the Communities and Partnership Committee. It was noted that increased demand, higher costs and reduced funding had led to a fundamental reassessment of how the Council delivered services and had also led to the formation of the Committee.

Attention was drawn to the second and third themes listed in section 5 of the report as being particularly relevant to the Committee's agenda: Strategic Partnerships and Demand Management. Members were informed that demand pressures had been calculated at close to £9m due to unplanned demand, which largely arose in areas providing support and care, leading to the need for a total saving of £38m. The proposals outlined in the report would be considered by the General Purposes Committee in December.

It was noted that the Committee was unable to provide extensive financial support due to its limited budget. Although it was able to support change across other committees, it was hard to put figures on such savings.

While discussing the report, Members:

- Registered their opposition to the proposal to withdraw funding of the Partnerships, Projects and Funding Team, noting its valuable work and cultural importance. It was noted that the team would struggle to obtain funding elsewhere and that it would be difficult for any other bodies to take over the role that it currently provided.
- Were informed that the success of the funding bids for the Substitute Grant Funding proposal should be established by the end of October and that it was linked to the sexual violence team. It was noted that the working team would be maintained and that funding would be organised in a different way.

It was resolved unanimously to:

- a) Note the overview and context provided for the 2019-20 to 2023-24 Business Plan revenue proposals for the Service
- b) Comment on the draft revenue proposals that are within the remit of the Communities and Partnership Committee for 2019-20 to 2023-24.

#### **104. SHARED AND INTEGRATED SERVICES PROGRAMME**

The Committee received a report on work that had been carried out on the Shared and Integrated Services programme since May 2018, including information on the established Terms of Reference and the Joint Working Agreement (JWA), which was approved by both Councils in the past month. The JWA had led to the development of an overarching business case, which would be presented to the Committee in January 2019, alongside a minimum of three reports per year, one of which would be an annual review. Members were invited to participate in workshop sessions along with other Members and officers from both Councils to discuss further opportunities and look at strategic issues, and it was noted that guidance was being prepared for workers across both Councils.

Members were informed about the programme's governance structure, including the Programme Board, which provided strategic leadership and oversight; the Core Group, which ensured the effectiveness of the programme and communications; and the Business Case Development Virtual Group, which was responsible for HR, finance, ICT and legal issues, as well as assessing the business cases.

The presenting officer noted that the £500,000 of savings mentioned in the report were difficult to attribute to individual committees, as they arose as a result of shared management, joint commissioning, transactional services and other shared services, such as IT systems between the two Councils.

While discussing the report, Members:

- Noted the need to established a cross party Member working group (3 Conservative, 1 Liberal Democrat, 1 Labour). It was agreed that Group Leaders should be asked to identify membership. **Action Required.**
- Expressed concern about how the Shared Services would be affected if one of the parties were to face a similar situation to Northamptonshire County Council. Members were informed that clear sovereignty rules had been established and there was a different legal basis in place to that of the previous relationship between Cambridgeshire and Northamptonshire County Councils.
- Queried the impact on staff in Cambridge and Peterborough, specifically whether they would be required to travel or move to a different city and whether the trade unions had been consulted. It was noted that the Section 113 agreement of the JWA ensured that staff were covered by both Councils' policies and Members were also informed that the unions had been consulted on individual pieces of work as well as the overarching agreement.
- Suggested that Peterborough and Cambridgeshire had different needs from one another and enquired how this would be considered in Shared Services. Members were informed that this concern had been considered and that different approaches were tailored to each situation on a local level in each community.

It was resolved unanimously to:

Note and comment on the key areas that have progressed during the monitoring period and the next critical stages of work between now and January 2019.

## 105. PARTNERSHIP LANDSCAPE

The Committee received a report on three of its key partnerships: Senior Officers Communities Network, Think Communities and Communities and Partnership Committee Deliver Board. The report included some proposed measures for improving results and while presenting the report, the Service Director: Communities and Safety summarised the partnerships and the main areas in which to build capacity.

While discussing the report, Members:

- Noted the proposal to develop a business model that would be presented to the Committee in December which would summarise its ideas and aspirations.
- Expressed concern that the large size of the Senior Officers Communities Network could hinder the speed or effectiveness of its work. Members were informed that meeting attendance levels had been consistently high, indicating a well-functioning group. It was also suggested that identifying three or four priorities in the business model across the region, the group would receive even greater motivation to act, as well as a sense of purpose and direction.

- Acknowledged that it would be important to establish a reliable flow of communication between the Committee and the Senior Officers Communities Network to ensure accountability and develop links between the two.
- Recognised the significant potential and high level of resources in the group and were enthusiastic about the opportunity to populate their agenda. It was noted that rather than stop the work that was already underway, the intention would be to bring it together under improved coordination.
- Discussed communicating on an individual basis with members of the group about specific concerns or propositions. The Service Director: Communities and Safety reported that he was the co-chair of the Network and therefore the direct link to the Committee.
- Were informed of the proposal to bring a quarterly report to Committee on the progress of the officer Delivery Board, starting in December 2018.

It was resolved unanimously to:

- a) Comment on and approve the three proposed measures, summarised in section 2.8
- b) Discuss and agree any additional measures to support the Committee's responsibility to ensure our partnerships are effective.

## **106. COMMUNITY CHAMPIONS ORAL UPDATE**

The Committee noted brief oral updates provided by the following Councillors:

- Councillor French, who mentioned the success of the Innovation presentation in March on 24th September, the continuing efforts to establish a time bank coordinator across the parish districts, the receipt of helpful information on Amey grants that had led to grants being awarded in Fenland. A written update was also provided and is included as Appendix 2 to the minutes.
- Councillor Costello, who mentioned the launching of Essentials by Sue and the upcoming meeting of local parishes to discuss the Tour of Cambridgeshire Cycle Race. A written update was also provided and is included as Appendix 3 to the minutes.
- Councillor Richards, who mentioned working with City colleagues and Barnado's on child poverty and the impact of the council tax, as well as working on homelessness and with faith groups.
- Councillor Every, who mentioned the East Cambridgeshire District Council Careers event with over 1000 primary, secondary and sixth form students in visiting Ely Cathedral to meet 50+ businesses, working on social prescribing at a GP Surgery in Littleport and attending a mental health conference. A written update was also provided and is included as Appendix 4 to the minutes.

The Chairman acknowledged the importance of working with GP surgeries. He also drew attention to the role of apprenticeships by Fiona McGonigle, Business Relationship Manager at the Combined Authority. He reminded Community Champions of the Parish Conference scheduled for 23 November 2018.

**107. WORKSHOP AND TRAINING PLAN**

It was resolved to:

Note and agree the Workshop and Training Plan.

**108. AGENDA PLAN**

It was resolved unanimously to:

Note and agree the Agenda Plan.

**109. DATE OF NEXT COMMITTEE MEETING – 8TH NOVEMBER 2018**

Chairman

**Minutes Actions 18<sup>th</sup> October – Oral update provided at the meeting.**

**1) Minute 84 – MINUTES 5<sup>TH</sup> JULY**

- Members requested a list of dates for the meetings of the new Adults Skills Service.
- Response - Dates for future meetings are still being determined, but the next meeting is provisionally scheduled for 21st November.

The minutes of the previous meeting have just been published and will be circulated to the Committee shortly.

**2) Minute 86 – SHARED AND INTEGRATED SERVICES PROGRAMME**

- There was a request for officers to investigate the role between the Communities and Partnership Committee and the Senior Officers Communities Network becoming formalised.
- Response – The Strengthening Communities Service Manager has indicated that this has been addressed in the Partnership Landscape report, which is Item 8 on today's agenda.

**3) Minute 92 – PEOPLE AND COMMUNITIES RISK REGISTER**

- Queries were made about the thoughts of the Children and Young People Committee regarding:
  - a) The Cambridgeshire School Improvement Board's role in mitigating risks 2 and 11 in the report and
  - b) How grant funding had been spent by agencies in regards to risk 7 in the report.
- Response – This will be discussed by the People and Communities Directorate Management Team at the end of October.

There are also two additional actions to mention.

Firstly, as requested by the Poverty Working Group, Cllr. Hoy has been appointed as an additional member to the Group to represent the Children and Young People Committee.

Secondly, in line with his delegated authority to make appointments within the remit of the Committee in between Communities and Partnership Committee meetings, and due to there not being a relevant item on the agenda, the Chairman has agreed to appoint Councillor King on the Cambridgeshire and Peterborough Association of the Local Councils (CAPALC) District Committees and Regulatory committee as a substitute, replacing Councillor Cuffley.



## **Appendix 2**

- I attended the innovation presentation on 24<sup>th</sup> September 2018 at the FE Centre Station Road March. This was well attended by many interested parties in funding. There were many organisations there - no idea on numbers as yet, but I hope that Elaine Mathews can update us in due course. I hope that there will be future successful applications.
- I have continued to have discussions with many Parish councils but have no outcomes yet towards time sharing. I am waiting for Whittlesey Town Council to get back to me with a possible co-ordinator for time banking.
- The information sent to us about Amey funding has been very useful.
  - Estover new build £40,000
  - Whittlesey £2-3,000 for small scheme
  - Rings End Nature Reserve £2-3,000
  - March new skate park for future funding will be requested £40,000

**Community Champion of Community Activity update**

*One page update, to be used as a prompt for oral updates at Committee and published as part of the Committee notes.*

<b>Community Champion:</b>	Adela Costello
<b>Place:</b>	Huntingdonshire
<b>Date:</b>	18 <sup>th</sup> October, 2018

**UPDATE**

- *Essentials by Sue was launched at the beginning of September at the Medway Centre and Youth Centre in Huntingdon. Press release did not make the Hunts Post but a further attempt will be made later this month. A meeting to evaluate the project will take place in November. Sites are available in St. Neots, St. Ives and Ramsey and if the pilot is successful, will launch there at the beginning of next year.*
- **Article in local newspaper covered the County requirement for more teachers, the 'Stronger for Longer' campaign and the White Ribbon Day. Other information included the recruitment of Reablement Workers and Foster Carers.**
- **Supporting Ramsey Neighbourhood Trust setting up a Timebank with the financial backing of Ramsey Town Council.**
- **Working with Ramsey Neighbourhood Trust to set up a social club for adults with learning difficulties. Club commenced on 15<sup>th</sup> October with 6 members and 5 volunteers. More work needed in advertising in the locality.**
- **Meeting of local parishes to take place in October when the Tour of Cambridgeshire Cycle Race will be discussed as it has a great impact on the locality as many residents feel isolated as the roads are closed for several hours. The race is increasing in length and although starting earlier will last longer and affect several more areas.**

**NEW CONTACTS, PROJECTS AND PRIORITIES**

- **Meeting held with Ramsey Time Bank co-ordinator to arrange for winter warmers to be knitted for distribution for those in need, probably in association with the food bank distribution. A plea for supplies of wool to go out. A pilot project but if successful, could be initiated throughout the District or even County.**
- **A meeting to be arranged with the Portfolio Holder for Communities at the District Council to discuss future initiatives.**
- **Public transport remains an issue for isolated villages and even towns. Ramsey Million have commissioned a survey on public transport for Ramsey and I am working alongside the group to highlight concerns. A meeting was held with Total Transport to look at possibilities of alternative forms of community transport. A meeting later this month with the local MP and Mayor of the CA to discuss further.**
- **Dementia Awareness training undertaken so now a Dementia Friend.**

## COMMUNITY GOOD PRACTICE

- *Joint working between officers and members from HDC and CCC plus local community organisations in establishing Essentials by Sue.*
- **Work with Portfolio Holder of Communities at HDC.**
- **Support from Time Bank Co-ordinators in establishing new projects, a possibility is to train volunteers to grit the pavements during the winter months.**
- **Joint working between members of the Committee and other officials on possible future projects.**
- **Arranging meetings with local parish/town councillors and clerks to discuss issues in their areas.**

**Community Champion of Community Activity update**

*One page update, to be used as a prompt for oral updates at Committee and published as part of the Committee notes.*

<b>Community Champion:</b>	Lis Every
<b>Place:</b>	East Cambridgeshire
<b>Date:</b>	Update for Communities and Partnership Committee on 1 October 2018

- UPDATE**

- Launch of 'Eyes and Ears' project and booklet in September as focal point for identifying issues of vulnerability;
- White Ribbon Accreditation achieved.
- Working with County lead on Children's Centres and District Hub Social workers to identify local needs and gaps in provision. Visits being undertaken with families to understand scope of work being done in Ely and Littleport initially; Soham to follow:
- Parenting Course in a Littleport primary school being delivered. Monitoring process in place. Spreading good practice;
- Bursaries obtained for 10 Bishop Laney pupil premium students now in place resulting in increased numbers for the Sixth Form
- ECDC Careers Event in Ely Cathedral took place on 9 October, with over 1,000 primary, secondary and sixth form students and 50+ businesses, FE colleges and universities.
- Investigating Parish needs for a Community Nurse and the possible funding through the Innovation and Cultivate fund;
- Business Forum now formed to work with local sector businesses on skill need to feed into Skills Forum to support and inform school/business links programme; First Sector meeting is Administration and Finance

- NEW CONTACTS, PROJECTS AND PRIORITIES**

- Working with ECDC 'Get moving' campaign to develop a stakeholder group to support more activities, included a portfolio of different types of chair-based exercises, initially in Littleport and Ely;
- Helping with a bid for Littleport for the Innovate Fund to support an outreach worker for young people in Littleport.
- Meeting arranged for November to pull together the Youth Strategy Board with Ely, Soham and Littleport;
- Bid obtained for the development of an integrated Youth Choir with the Highfield Schools and a local youth choir.
- Working with a programme to support Dementia groups through exercise and singing in order to share good practice;

- Harnessing information from Parishes who are interested in setting up their own Timebanks, eg Working with the Friends of the Soham Library;
- Researching local libraries/village halls to determine facilities offered within the patch;
- Launch of an ECDC Apprenticeship Hub which is an interface between business and school to demystify the process and promote vacancies.
- Steering Group set up with 4 businesses, staff and students to work on the marketing of apprentices
- Have been invited by St George's Surgery in Littleport to work on 3 conferences a year with staff on topics to enable the practitioners to be aware of initiatives and community organisations able to support social prescribing: first topic is Mental Health.

#### **COMMUNITY GOOD PRACTICE**

- Initial research has been undertaken to identify the organisations in existence, what they currently offer; how these services could overlap and determining a network strategy;
- Working with parish and district councillors to create capacity and information base supporting their work in their Parishes/Wards as required;
- Building network of community providers and champions across the District.
- Improve communication with County, District and Parish Councillors, particularly embracing social media.