

**COMMUNITIES AND
PARTNERSHIP COMMITTEE****Minutes - Action Log****Agenda Item No: 3**

This is the updated minutes action log as at 18th October 2018 and captures the actions arising from the most recent Communities and Partnership Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

ACTIONS FROM MINUTES OF THE 17TH APRIL COMMITTEE

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
52.	CAMBRIDGE-SHIRE ADULT LEARNING AND SKILLS SERVICE	Lynsi Hayward-Smith	<ul style="list-style-type: none">a) Officers agreed to include sense checked visual explanatory diagrams in the next report. Action requiredb) There was a request to be provided in the next report with actual numbers against the percentages to aid context.c) Suggested drop-out rate from people starting apprentice-ships would be useful information to be included in future reports.	<ul style="list-style-type: none">a) This would be included in the next update Reportb) These would be included in the next update Report.c) This would be looked at with a view to include it in the future report.	ACTION ONGOING ACTION ONGOING ACTION ONGOING

ACTIONS FROM MINUTES OF THE 31ST MAY COMMITTEE

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
65.	SHARED AND INTEGRATED SERVICES PROGRAMME	Adrian Chapman	<p>Queries were raised regarding issues such</p> <ul style="list-style-type: none"> • as staff morale, • trade union involvement, • elected member input including a member joint working group with Peterborough City Council • Timing of proposals in terms of future arrangements with Combined Authority. <p>Action: the lead officer undertook to bring a report back to address the issues raised.</p>	To be addressed in the Review of Shared & Integrated service report due to come forward to this Committee in October.	ACTION ONGOING

ACTIONS FROM MINUTES OF THE 27TH SEPTEMBER COMMITTEE

Democratic Services will provide any oral updates on these actions to the October Committee meeting.

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
84.	MINUTES – 5TH JULY 2018	Adrian Chapman	<p>Members requested a list of dates for the meetings of the new Adults Skills Service.</p> <p>Action: the Community & Safety Service Director undertook to forward this when compiled.</p>		ACTION ONGOING
86.	COMMUNITY RESILIENCE –	Elaine Matthews	Members suggested that officers investigate the role between the Communities and Partnership		ACTION ONGOING

	THE THINK COMMUNITIES		<p>Committee and the Senior Officers Communities Network becoming formalised.</p> <p>Action: the Strengthening Communities Service Manager undertook to investigate.</p>		
87.	WHITE RIBBON CAMPAIGN	Sarah Ferguson	<p>Discussing the funding for the White Ribbon Campaign, Members were told that a meeting would take place in 6 weeks discussing increased demand.</p> <p>Action: the Enhanced and Preventative Services Directorate Service Director undertook to provide an update after this meeting.</p>		ACTION ONGOING
92.	PEOPLE & COMMUNITIES RISK REGISTER	Adrian Chapman	<p>Queries were made about the thoughts of the Children and Young People Committee regarding:</p> <ul style="list-style-type: none"> 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. <p>Action: the Service Director Community & Safety undertook to discuss the concerns with the Children and Young People Committee and inform the Communities and Partnership Committee.</p>		ACTION ONGOING
93.	FINANCE AND PERFORMANCE REPORT – JULY 2018	Adrian Chapman	<p>The performance indicators were considered to be narrow in scope given the Committee's broad remit.</p> <p>Action: the Service Director Community & Safety undertook to speak with the finance department about revising future performance indicators.</p>		ACTION ONGOING

