

COMMUNITIES AND PARTNERSHIP COMMITTEE: MINUTES

Date: Thursday, 17th April 2018

Time: 10.00 p.m. to 11.30 a.m.

Present: Councillors: Ambrose Smith (substituting for Cllr Tierney) A Costello, S Criswell (Chairman), K Cuffley (Vice-Chairman), L Dupre, L Every, L Joseph and E Meschini

Apologies: Councillors: S Taylor and S Tierney

50. DECLARATIONS OF INTEREST

None.

51. MINUTES 15th FEBRUARY 2018

The minutes of the meeting held on 15TH February 2018 were agreed as a correct record and signed by the Chairman.

Updates were provided on the following actions:

Minute 42 CCC Approach to consultation on the Business Plan

Regarding the action to investigate further whether 'Gamification' could be used as an approach to establish methodology for policy challenge an e-mail was sent yesterday to the Committee indicating that the policy challenge teams (from University of Cambridge) had decided on other areas for budget research, but officers were exploring it themselves and would bring forward ideas during the early part of design for the next budget consultation process.

Minute 43 Innovate and Cultivate Fund Recommended Approaches

The lead officer had undertook to refer to the process for notifying unsuccessful applicants in future reports and was therefore in progress.

Minute 44. Community Resilience Strategy

The request to provide Councillor Manning with more details of activities undertaken through the Communities and Highways Volunteering Scheme was provided in an e-mail to Cllr Manning on 20th February 2018 attaching a copy of the Community Highways Volunteering Scheme Information Pack, as well as a link to the Community Gritting Scheme.

Minute 45. White Ribbon Campaign

There were a number of actions in relation to the wording of the action plan.

It was reported that Julia Cullum the Domestic Abuse and Sexual Violence Partnership Manager had provided the following response:

- a) “regarding the actions on the wording on the first column of the White Ribbon Action Plan (with title ‘Actions’) the wording is from the White Ribbon campaign so officers are unable to alter this but officers have amended the CCC action plan to ensure that the Council’s activities and evidence reflect the comments made by members around housing and community support for those fleeing domestic abuse. As CCC is not responsible for licensing sex encounter venues they have reworded the actions here to make this clear. The updated action plan will come back to the C+P committee in September”.
- b) Request from Councillor Manning to receive the most up to date HR policy for managers supporting employees experiencing domestic violence – this was sent to Councillor Manning in an e-mail on 16th April.

52. CAMBRIDGESHIRE ADULT LEARNING AND SKILLS SERVICE

Following changes to the terms of reference agreed at Full Council in March, this Committee was now responsible for the Cambridgeshire Adult Learning and Skills Service (CALSS). The report provided background on the landscape within which CALSS currently operated and the services it provided. It sought the Committee’s approval to the adoption of a Skills Blueprint attached as Appendix 1 to the report as an Interim Skills Strategy for Cambridgeshire, while at the same time also seeking authority to undertake further work to explore alternative future delivery arrangements.

It was noted that Adult Learning and Skills provision played a significant part in supporting communities and individuals to thrive and succeed, helping address isolation and deprivation in communities by helping disadvantaged people increase their skills and knowledge base leading to greater social mobility; increased employability and social engagement as well as better health and well-being. It was explained that support provided on a sector approach targeting the identified needs of the community in a specific area. The report provided details of the key findings of Ofsted (Office for Standards in Education, Children's Services and Skills) against the following categories:

- Outcomes for Learners;
- Quality of Teaching, Learning and Effectiveness and
- Effectiveness of Leadership and Management

It was highlighted that the Service represented exceptional value for money with a Department for Business Innovation and Skills research paper showing a £10 return to the economy for every £1 spent. It was highlighted that in respect of value for money, the Service’s income provided learning opportunities for approximately 10,000 Cambridgeshire residents per year many of whom came from disadvantaged backgrounds with excellent overall success rates.

The report presentation set out the current offer made to colleges with Section 2.7 of the report listing the work carried out by the Service, as well as the grants that were currently received. Highlighted, was a new 3 years Innovation Pilot supported by the Combined Authority titled ‘The Cambridgeshire and Peterborough Health and Care Sector Work

Academy' seeking to address the skills shortage in the Health and Care sector. This had attracted £5.2m funding from the Department of Work and Pensions, as well as expecting to draw down £2m from the Apprenticeship Levy. The programme aimed to:

- stimulate progression and improve the career prospects for those in receipt of in- and out-of-work benefits.
- seek to remove barriers by providing career guidance / post-employment support and bursary support for childcare and travel costs.
- influence employer practice around recruitment and staff development to help improve staff retention.
- deliver an individualised tailored programme that will be co-designed with employers for sector specific training.
- deliver on the basic skills agenda and give work experience visits.

The Combined Authority would secure adult skills funding and decision-making powers from 2019 and as part of its new role, it was committed to developing a new skills strategy for Cambridgeshire and Peterborough. However in the interim, the adult skills sector required a strategic framework to operate within. To this end a draft Skills Blueprint had been developed with strategic partners setting out a vision for employment and skills.

The service was currently managed operationally within the Communities and Safety service directorate. As background to the proposed future Service design it was explained that Peterborough's Service operated at arms-length from Peterborough City Council. This had enabled it to diversify and expand its offer, resulting in less reliance on short-term grant funding and enabling the service to develop long-term financial sustainability. The Committee was therefore asked to allow work to commence to explore different structural models that would support a new way of working.

Questions / issues raised by Members included:

- In terms of other partner engagement whether conversations had been undertaken with the Greater Cambridge Partnership. In response it was explained that there had been significant engagement previously with what had been the Greater Cambridge Enterprise Partnership, but further discussions were awaiting approval of the recommendations of the current report. Officers were happy to engage in further dialogue to ensure, amongst other things, that there was no duplication of effort.
- In respect of the health and social care agenda one of the issues faced was the lack of teachers to teach the subject in schools and therefore part of the focus needed to be the training of teachers in the subject. In reply the model in Peterborough was highlighted whereby Health Education England were currently funding health ambassadors in schools with City College Peterborough offering health and social care apprenticeships post 16 with a route to associate nursing in the local Hospital. This could be looked at for potential replication in Cambridgeshire and this, with the Health and Social Care Sector Work Academy, could produce a bank of Health and Social Care tutors that could be used across the County.
- Why the stated benefits could not be achieved by continuing with the current in house service with the Member who raised the issue suggesting that those in isolated

communities would not receive a better service when children's centres had been closed? It was explained that Adult Education operated in a very complex world and Government funding to it had decreased in real terms by over 40% in recent years. In order to ensure that the Service was able to continue to support local adult residents there was the need to be more innovative, to be able to react quickly which also required strengthening the skills of its employees. By being arms-length Peterborough's Service had been able to attract significant new inward investment for additional delivery of services which the standard grant could not support (as listed earlier under the Combined Authority aims) and to diversify and, in some cases, commercialise, to achieve longer-term sustainability. Other sources of funding were able to be accessed as a result of its charitable arm. These funds would not have been available as a council run service. This additional funding also helped to subsidise delivery of services and in Cambridgeshire could be used in isolated rural areas which did not benefit from economies of scale. It was highlighted that the current Service was not place based but delivered locally through local learning centres located in all rural areas.

- As it was recognised this was as a complex area even for those involved in service provision, there was a request that the further report should provide structure diagrams including how the Combined Authority fitted in to the overall service provision picture. Officers agreed to include sense checked visual explanatory diagrams in the next report. **Action required**

How the Services' success could be quantified. In reply, reference was made to the CALSS, annual self-assessment review moderated by colleagues, peers and partners submitted and reviewed by Ofsted. The report set out that the most recent CALSS review had demonstrated a:

- 96% overall retention rate
- 94% overall success rate
- 26% increase in learners taking qualifications
- Improvements in Family Learning English, maths and languages retention and success rates – retention increasing from 89% to 97%, and success increasing from 86% to 96%
- There was a request to be provided in the next report with actual numbers against the percentages to aid context. Another Member requested details of the success rates in respect of adults with learning difficulties obtaining employment. **Action Obtain what available data there was to be sent on for Councillor Costello.** Learning Difficulties was recognised as a difficult area. The Service aimed to develop skills for an individual as positive steps to living independently and obtaining employment, while also recognising that individual needs were different and that some required further support, including further learning or to undertake volunteering work as a means of gaining greater independence.
- Details were sought on the contact made with Small and Medium Sized Enterprises (SME's). In respect of local business engagement a presentation had recently been undertaken in Ely with a further presentation due the following week on apprenticeships. These were predominantly talks to SME's. The issues raised by them included a reluctance to often take on apprentices as individual firms

could only provide limited training opportunities. The Combined Authority was looking at establishing an apprenticeships agency whereby apprentices could be placed with 2-3 different employers to obtain the range of skills experience required. There was also proposed discussions to be undertaken with a consortium of local businesses to seek to establish what they were looking for in an apprenticeship scheme.

- A question was raised on what the drop-out rate from people starting apprenticeships was as being useful information to be included in future reports.
Action required
- It was highlighted that in the blue print document, Ely had been demoted from its City status and needed correcting. Officers undertook to rectify. **Action required**
- The current report provided no picture of the interface with the business sector and further to this a question was raised regarding what the interaction was with the business community to seek to match skills to their requirements? In reply details were provided of the interaction undertaken by the Local Enterprise Partnership (LEP) Business research arm. There were currently challenges around apprenticeships, with take-up having fallen nationally and this had also been the case in Cambridgeshire, although to a lesser extent. In terms of barriers, a paper was to be presented to the next Combined Authority Board to agree a model to grow apprenticeships and to address barriers to accessing apprenticeships.
- One Member highlighted the importance of giving people the confidence to go back to the workplace having been out of employment for a period of time as a key issue to helping people increase their social mobility. She suggested this should be included in all strategies and that providers should also be looking to provide these type of life skills / learning skills which were different from academic qualifications. In response it was confirmed that the wider learning skills framework was not just qualification development but included budget to help develop people's confidence skills to help adults onto the next stage of their lives.

Having reviewed, considered and commented on the report:

It was resolved unanimously:

- a) To approve the adoption of the Skills Blueprint attached as Appendix 1 to the report.
- b) To approve the further work to be carried out by officers to explore alternative delivery arrangements for the Adult Learning and Skills Service and to receive a report on this work at the July 2018 Committee meeting.

53. COMMUNITIES AND PARTNERSHIP COMMITTEE DELIVERY PLAN

The Communities and Partnerships Committee was created following the recent local elections in recognition of the importance of the role of effective, meaningful partnership working, and the value that could be generated through effective and relevant community

engagement activity. The report provided a proposed two year plan for the Committee to ensure it achieved the best outcomes for the County's communities.

Although the Committee has a number of service responsibilities it was seen as important not to be side tracked by service delivery. One of the key areas of focus is to support all other service committees to deliver their own outcomes in the context of a challenged public sector economy. The aim was for the Committee to become the centre of excellence for the Council for all matters associated with community resilience and engagement activity, and to support and enable partnerships to be as effective as possible. The report provided examples of how the Committee could help support other Committee such as the Adults Committee. The Committee was also leading the work of the Area Champions, whose role was to share and promote opportunities, initiatives and workstreams that could have a positive impact in their particular area.

The combination of formal Committee meetings, Committee development workshops, meeting the other service committees, and the discussions with the Area Champions had led to the identification of the four core priority themes for the Committee to focus on, to ensure maximum impact on the most pressing priorities for the Council. They are as follows, with the report detailing against each, the indicators that would be used to measure whether the priority was being achieved:

- Priority 1: building and sustaining community resilience
- Priority 2: tackling deprivation
- Priority 3: economy and skills
- Priority 4: partnership working.

The delivery plan which was ambitious, but considered achievable, was intended to be iterative to change and adapt as actions were taken forward to respond to influences, opportunities and challenges that could not currently be foreseen. **The proposed delivery plan attached as Appendix 1 to the report and as an appendix to these minutes** listed the actions beneath each priority theme, the officer responsible for leading its delivery who had all been consulted, the date from which that action would commence, the expected completion date, the resources required to achieve the action, the key risks and outputs associated with the action, and the route via which the decision required for each action would be made.

Attached at appendix 2 to the report was the resultant forward agenda plan for the Committee. It was intended as an iterative document and was based on the actions contained within the proposed delivery plan, combining both the Committee agenda plan and the development workshop plan. The intention was that more detailed officer-led action plans would be developed, alongside a performance framework to be reported back to Committee throughout the year to ensure progress was on track and to help identify and unblock any issues.

In discussion:

The Chairman highlighted the need to add an item on performance indicators at the June workshop and also have a heading 'formal plans of partners' so that the Committee could be provided with details of the work programmes of partners such as the Public Services Board Health and Wellbeing Board and the Combined Authority.

Having considered the report,

It was resolved unanimously to approve:

- a) The Delivery Plan included as Appendix 1 to the report and these minutes.
- b) The Forward Plan included as Appendix 2 to the report with the addition for the June workshop an item on Performance Indicators and also an item on the agenda plans for other relevant Partnerships.

54. FINANCE AND PERFORMANCE REPORT

This report provided the Committee with the February 2018 Finance and Performance Report for the People and Communities Service (P&C) directorate for review and comment.

The report presented was for the whole of the P&C Service and the text asked the Committee to restrict its attention to the proposed budget lines for which the Committee was responsible. However this was challenged, as the Committee had a focus to support all other service committees to deliver their own outcomes and therefore required to see the detail of other budgets, in order to identify if there were budget areas with difficulties that the Committee believed it could help support. It was agreed therefore that Finance officers would meet with the lead Committee support officer to establish a format for the report's presentation to future meetings, including identifying the performance indicators from the full P&C Suite that it would be useful to still include. The Chairman commented that the Committee required to be alerted to pressures in budgets to see where the Committee could focus attention and make an impact. **Action: Kerry Newsom / Martin Wade / Adrian Chapman**

In terms of the key headlines;

- The major savings agenda was continuing with £99.2m of savings required across the Council between 2017 and 2022. The required savings for P&C in the 2017/18 financial year totalled £20,658k, none of which was directly attributable to C&P.
- The overall forecast outturn for People and Communities at the end of February was £6,586k. Within Communities and Partnership (C&P) the revised forecast was an under spend of £172k mainly attributable to the Youth Offending Service, an increase of £28k from January, and an increase of £70k since the December report, the previous report presented to this Committee. The detail was included in paragraph 2.2 of the report.
- Of the twenty-three P&C service performance indicators eleven were shown as green, five as amber and seven as red. Communities and Partnership Committee was responsible for two Performance Indicators: a) The number of people in the most deprived wards completing courses to improve their chances of employment or progression in work' and b) 'The number of people starting as apprentices'. Both were currently showing as being green. (on course to achieve the target at year-end) No significant changes were expected at year end.

Having considered the report it was resolved unanimously to:

- a) Note the report
- b) To note that lead officers in consultation with the Chairman would review the format for future meetings.

55. COMMUNITIES AND PARTNERSHIP WORKSHOP AND TRAINING PLAN

On the basis that the Plan would now require updating following the agreement to the revised Forward Plan agreed in the earlier report:

It was resolved

To note the training plan and forthcoming workshops.

56. COMMITTEE AGENDA PLAN AND APPOINTMENTS

a) Agenda Plan

On the basis that the Plan would now require updating following the agreement to the revised Forward Plan agreed in the earlier report,

It was resolved:

To note the agenda Plan.

b) Appointment to vacancy - Fenland Area Champion

Following the resignation of Councillor Tierney from the Committee the previous week, a replacement was required to be the Fenland Area Champion in his place. It was moved and seconded that Councillor French should be the Fenland Area Champion and on a vote:

It was resolved by a clear majority (7 votes in favour with one abstension),

to appoint Councillor Janet French as the Fenland Area Champion.

57. ORAL UPDATES FROM AREA CHAMPIONS

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

Councillor Costello

Highlighted that she had attended a considerable number of local meetings / centres with particular reference being made to her visit to Huntingdon Community Centre where adults with learning difficulties met and learnt skills, including repairing bikes. She was investigating whether this initiative could be extended to other rural areas and small towns such as Ramsey, to enable a greater local access offer. She [was](#) also seeking to

develop a 'Sue's Essentials' offer to a wider reach of young people in need across Huntingdonshire. *(note: A scheme pioneered by Cambridgeshire Police to make available toiletries, hygiene products and underwear to young people from low income families to discourage them from committing crime in order to meet their basic needs)*

Councillor Joseph

She also made reference to 'Sue's Essentials'. She continued to visit parish councils looking to find examples of best practice that could be shared more widely and was also visiting community groups. Her work in progress was to make videos of those visits to share.

Councillor Every

Councillor Every had now visited 12 parish councils explaining that there was a lot of interest in learning from others, in particular developing a Community Nurse Programme and learning how other community groups were making good use of Timebanks. She had been actively sharing information on the Reablement Recruitment Campaign.

She had also been engaging with officers and people who attended Children's Centres, looking at the local needs. On-going work with other councillors included:

- the restructuring of the Community Safety Partnership.
- progressing the Youth Strategy Board and working with partners to create opportunities for youth clubs and safe assembly areas.
- talking to District Hub Social Workers to gain insight of their work locally and to identify what was missing from local centres, including seeking to obtain funding for parenting courses.
- Skills agenda – highlighting that the East Cambridgeshire Skills Forum had expanded to include sector representation with work being undertaken with Business parks, particularly Lancaster Way. Grants had been identified for 10 bursaries with a value of £1500 each to support youngsters, including contributing to their transport costs.

Councillor Meschini

Although currently it was difficult to arrange meetings locally in Cambridge City due to the forthcoming local City Council elections, she was still visiting local schools and community centres. She was pursuing Reablement recruitment opportunities with a few interested people in the community and was looking at how the Skills agenda and programmes for young people could help some obtain additional qualifications. She had met with Julia Cullum regarding the White Ribbon Campaign (a national campaign supported by this Council, working to end male violence against women and girls)

58. DATE OF NEXT MEETING – 2.00 P.M. 31ST MAY 2018

Chairman
31st May 2018