

**COMMUNITIES AND
PARTNERSHIP COMMITTEE**

Minutes Action Log

Agenda Item No: 3

This is the updated minutes action log as of 4th March 2020 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.

ACTIONS FROM MINUTES OF THE 10TH OCTOBER 2019 COMMITTEE MEETING

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
195.	CIVIC/LIBRARIES PARTNERSHIP PROJECT UPDATE	Christine May	<p>While discussing the contribution of library volunteers, the Service Director of Community and Safety proposed an annual event to recognise and celebrate their work. One Member suggested recognition at a community awards ceremony, such as Ely Hero Awards.</p> <p>Action: the Assistant Director of Cultural and Community Services agreed to consider the proposal.</p>	<p>It is suggested that libraries and the archive service continue to be supported to have individual local recognition / thank you events for their volunteers, taking place at or near the place they volunteer and with the staff they know and work with. The overall model will be reviewed to ensure we are maximising the impact of these events, including ensuring Member involvement.</p> <p>It is further suggested that this approach be supplemented with countywide events that recognise special awards, e.g. for length of volunteering service or for a particularly outstanding contribution. These could be broadened to include volunteering contributions within other services.</p>	ACTION COMPLETE

				The Think Communities team will develop and implement these suggestions.	
203.	FINANCE MONITORING REPORT – AUGUST 2019	Adrian Chapman	<p>Members expressed concern over the lack of body storage facilities at the County's main hospitals, which was leading to additional financial pressures on the Council.</p> <p>Action: the Service Director of Community and Safety agreed to discuss possible solutions with health partners and obtain clarification from the legal team regarding the Council's responsibilities on the issue.</p>	<p>The Deputy Monitoring Officer has advised that the requirement for local councils to provide coroner services, under the Coroners and Justice Act 2009, implies that assurance of the adequate provision of body storage facilities also falls to the local council.</p> <p>As part of our ongoing work with the Senior Coroner and his team, officers will explore all options, including the business case for local authority direct provision, and will report back to Committee as part of future service updates.</p>	ACTION COMPLETE
<u>ACTIONS FROM MINUTES OF THE 17TH DECEMBER 2019 COMMITTEE MEETING</u>					
222.	THINK COMMUNITIES	Adrian Chapman	<p>Members requested information on the membership of the Huntingdonshire Think Communities Delivery Board.</p> <p>Action: the Service Director of Community and Safety undertook to provide details to Members.</p>	Huntingdonshire colleagues have so far held workshops to consider and design their local governance arrangements. Proposed membership has not yet been finalised, but will be shared as soon as it is. Officers will also ensure details of membership of all other place boards is shared with Members.	ACTION ONGOING

224.	INNOVATE & CULTIVATE FUND – ENDORSEMENT OF RECOMMENDATIONS	Elaine Matthews	<p>Members requested information on the next pre-application drop in session, including the date and location.</p> <p>Action: the Strengthening Communities Service Manager agreed to circulate the information.</p>	<p>The next session will be at the Bargroves Centre in Saint Neots (Cromwell Road), on 18th March 2020, between 9:30am and 12:30pm. For 1:1 appointments or workshops, book at https://tinyurl.com/qo6vbrh.</p>	ACTION COMPLETE
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ACTIONS FROM MINUTES OF THE 23RD JANUARY COMMITTEE MEETING

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 Community and Safety agreed to provide the Committee with an update once details had been confirmed regarding the Task Force.</p>	Awaiting update.	ACTION ONGOING
			<p>While discussing the Cambridgeshire and Peterborough Combined Authority's Bus Review, it was suggested that a report be presented to the Committee regarding the review and its effect on local communities.</p> <p>Action: The Service Director of Community and Safety undertook to consider the suggestion.</p>	This will be built into the Committee's forward plan, to align to the key milestones as advised by the CPCA.	ACTION COMPLETE
			<p>Members expressed concern over the challenges in providing early years support.</p> <p>Action: The Service Director of Community and Safety noted that early years support was shifting</p>	This will be built into the Committee's forward plan, on a date to be agreed with colleagues in our Education and Children Services departments.	ACTION COMPLETE

			<p>from a care-based approach to one focussed more on education and agreed that the Committee should consider the issue at a future meeting.</p>		
			<p>While discussing the town reports that would be submitted from towns in Huntingdonshire and East Cambridgeshire, it was noted that they should also be considered by the Committee to ensure fair coverage.</p> <p>Action: The Service Director of Community and Safety agreed that they would be presented to the Committee either in separate reports in an overarching report that included all ten town reports.</p>	<p>These will be built into the Committee's forward plan, to align to the key milestones as advised by the CPCA.</p>	<p>ACTION COMPLETE</p>
236.	<p>COUNTY COUNCIL'S APPROACH TO ADDRESSING HOUSING AND HOMELESSNESS – SIX MONTHS PROGRESS UPDATE</p>	<p>Sarah Ferguson</p>	<p>While discussing homelessness and housing issues, Members identified overlaps with the market town strategies discussed earlier at the meeting (Item 4: Growing Fenland – Town Reports), and queried whether there was coordination between the different projects.</p> <p>Action: The Assistant Director of Housing, Communities and Youth undertook to establish the level of cooperation between officers.</p>	<p>Awaiting update.</p>	<p>ACTION ONGOING</p>