

## Communities, Social Mobility and Inclusion Committee Minutes Action Log

This is the Committee's updated minutes action log, and it captures the actions arising from recent Communities, Social Mobility and Inclusion Committee meetings and updates Members on the progress in complying with delivery of the necessary actions.

Minutes of the Committee Meeting Held on 23 March 2023					
111.	Cambridgeshire Skills Six Month Review	T Molloy	Include additional information on the joint working of Cambridgeshire Skills and the Council's Traveller Health team in the next iteration of the report.	This is included in the Cambridgeshire Skills Six-Month Review report being presented to the Committee on 19 October 2023.	Action Complete
Minutes of the Committee Meeting Held on 6 July 2023					
129.	Equality, Diversity and Inclusion Strategy	J Atkin	Provide members with a briefing note on how the council is working to improve transport options and increase opportunities for people travelling to or working in the Council's offices in Alconbury Weald.	A briefing note was circulated to members on 21 July 2023.	Action Complete

130.	Performance Monitoring Report – Quarter 4 (2022/23)	G Porter	Provide members with an update on the project to make every child a library member in Wisbech.	<ul style="list-style-type: none"> <li>• July/August 2023 - recruitment of a support role (15 hours per week).</li> <li>• September 2023 - December 2023 – communication, networking and planning with Wisbech schools and Civica (the library management system provider).</li> <li>• Agree and schedule programming with schools for Spring/Summer 2024 (class visits, assembly visits, etc.). <ul style="list-style-type: none"> <li>○ Library and school staff engagement – trailing what is going to take place.</li> <li>○ Parental engagement – inform of process, provide option to opt out.</li> <li>○ Liaise with the Council’s Communications team.</li> <li>○ March 2024 - May 2024 – class visits</li> <li>○ June 2024 - July 2024 – Summer Reading Challenge (SRC) school assembly visits.</li> <li>○ July 2024 - August 2024 – SRC delivery in libraries.</li> <li>○ September 2024 – launch of Year 2.</li> <li>○ October 2024 – evaluation and interim report of Year 1.</li> </ul> </li> </ul>	Action Complete
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			<p>Provide members with information on how the temporary closure of Cherry Hinton library is expected to affect overall visitor numbers over the next year.</p>	<p>The Council is providing a five stops per month additional mobile service, as well as redirecting residents to nearby libraries of Barnwell and Rock Road libraries in the City (as well as Central library). Therefore, it is expected there will be a minimal impact on active borrowing with residents able to access services throughout the year. The bigger impact will be on annual visits, with Cherry Hinton being a popular library. Current visits to the mobile library is around 10% of use of the library (approximately 400 visits compared to between 4000 and 5000 visits to the library). However, between Barnwell and Rock Road libraries, visits are up over 1000 per month and rising (full August data is not available yet). Overall visits are continuing to return to libraries but it will make hitting targets ambitious with a loss of nearly 30,000 visits attributed to the closure of the year. The service will also have closures for decoration works at libraries including Ramsey library in September 2023, which will also have an impact.</p>	<p>Action Complete</p>
			<p>Carry out an in-depth review of the Library service to identify what people wanted from it and in what direction it should be heading.</p>	<p>An in-depth review of the library service will commence in Autumn 2023.</p>	<p>Action Ongoing</p>

		P Gell	Clarify why the number of hours of advice provided to business under primary authority had reduced in Quarter 4.	The number of hours of advice provided is demand driven. During Quarter 4, the businesses that trading standards have contracts with required less trading standards related legislative advice. All requests for advice received were met.	Action Complete
131.	Finance Monitoring Report - Outturn 2022-23	G Porter	Provide further information on the £383k underspend with the Libraries Open Access capital scheme and whether it remained deliverable.	<p>This project is running around three years behind schedule due to the impact of Covid-19. Initially this delayed procurement by twelve months and subsequently saw lengthy delays in access to engineers (particularly for works on automatic doors, with some companies having waiting lists of over two years for work).</p> <p>The last three pilot sites (March, Rock Road and Soham) are due to launch in September 2023 and the project is due to report back to the Committee on the impact and future recommendations. The service continues to also look for opportunities to find less technologically dependent opportunities to increase library opening hours, such as the Community Benefit society at Cherry Hinton providing additional access to the library offer. The feedback will set out options, including the possibility of a new timeline for implementation.</p>	Action Complete
		L Riddle	Clarify whether the remaining resources available for allocation through the Cambridgeshire Priorities Capital Fund were £1.542m or £1.642m.	Following year-end adjustments for the 20022/23 reporting period, the final amount available to the Cambridgeshire Priorities Capital Fund is £1.509m. The final amount available considers committed spend, while the financial monitoring report from May 2023 reflected the cash position.	Action Complete

