

COMMUNITIES AND PARTNERSHIP COMMITTEE: MINUTES

Date: Thursday 12th March 2020

Time: 10:00am – 12:45pm

Venue: Kreis Viersen Room, Shire Hall

Present: Councillors: S Criswell (Chairman), M Goldsack (Vice-Chairman), A Costello, L Every, J French, A Taylor and S Taylor

241. APOLOGIES FOR ABSENCE & DECLARATIONS OF INTEREST

Apologies were received from Councillors B Ashwood, L Nieto and C Richards.

There were no declarations of interest.

242. MINUTES – 23RD JANUARY 2020

The minutes of the meeting held on 23rd January 2020 were approved as a correct record and signed by the Chairman.

243. COMMUNITIES AND PARTNERSHIP COMMITTEE MINUTES ACTION LOG

The Committee's Minutes Action Log was noted.

244. PETITIONS AND PUBLIC QUESTIONS

No petitions or public questions were received.

245. JOINT HEALTH AND WELLBEING STRATEGY CONSULTATION

The Committee received a report on the draft Cambridgeshire and Peterborough Joint Health and Wellbeing Strategy (JHWS), which detailed how it aligned with the Think Communities Health Deal Agreement. While presenting the report, the Director of Public Health informed Members that the development of a JHWS was a statutory requirement and that a 'Whole System' Joint Sub-Committee, which included the full membership of both Health and Wellbeing Boards from Cambridgeshire and Peterborough, had been formed to increase its strategic impact across the region's wider health system. While noting that the JHWS was being developed to improve the health of residents and lessen health inequalities, she drew attention to the four main priorities that had been identified, which were laid out in section 2.3 of the report.

The Service Director of Community and Safety observed the close alignment with the Think Communities Health Deal Agreement, which committed partners across the system to work collaboratively with a focus on place and local community, noting that the adoption of a universal approach across the Council's directorates was universally

beneficial. All sectors of the health system, including the NHS and local authorities, worked in very different ways, but the JHWS would effectively lock them together under the Think Communities approach, which all partners had willingly signed up to.

Members were also informed that extensive consultations had been held, and continued to be held, in order to ensure that each sector agreed that the strategy made sense with regard to its relevant area of expertise. Local authorities, patient groups, the voluntary sector and independent organisations, among others, had all participated in the ongoing consultations. While it was noted that the Health Committee was involved as a key partner in some of the deliverables in the JHWS, the Communities and Partnership Committee was asked to undertake an oversight role with regard to Think Communities.

While discussing the draft Joint Health and Wellbeing Strategy, Members:

- Welcomed collaboration between partners around Think Communities and the shared future of the NHS being based around Primary Care Networks (PCN's).
- Confirmed that the JHWS encouraged the identification of specific needs for certain towns or communities, such as issues relating to smoking, cardiovascular diseases, or homelessness. Once such priorities had been identified, the PCN would be able to approach the relevant body specialising in that area and access an established toolkit. This ensured that the direction and objectives would be set by each individual PCN, rather than being imposed on them from above.
- Suggested that front line staff across each PCN should be able to participate in establishing the local needs and priorities and that once they had been identified, it would be important to publicise them on a local level.
- Queried whether the strategy covered the provision of sports and recreation facilities due to their health and wellbeing benefits, such as prevention of obesity and improvements to mental health. The Director of Public Health agreed that it was an example of an issue that could help identify priorities and noted that the same question had been posed in other consultations.
- Considered to what level the PCN's could focus, given that each one covered an approximate population of 50,000 residents. The Service Director of Community and Safety explained that they could be broken down into much smaller Lower Super Output Areas (LSOA's) of between 400 and 1200 households. The benefit of Think Communities allowed for a micro-approach when data and evidence identified it as appropriate, as opposed to the traditional, universal approach. He also reminded Members that the PCN boundaries were being created to corral resources across a geographical area rather than identify established communities, which would instead be achieved by the smaller data and voices of citizens.
- Requested information on when the presentations or workshops that formed part of the JHWS strategy would be held at other local authorities around the County, including district and city councils as well as the Cambridgeshire and Peterborough Combined Authority (CPCA). It was suggested that district councillors would benefit from knowing when it would be discussed at their local authority. **Action required**
- Sought clarification on whether the East of England Ambulance Service (EEAS) Trust Board had been involved in the JHWS consultation. The Director of Public

Health noted that the EEAS was not a member of the Cambridgeshire Health and Wellbeing Board because that would require their involvement with every Health and Wellbeing Board across the region, which would in turn represent a pressure on their capacity. She also observed that the EEAS would be involved in consultations on the NHS's Sustainability and Transformation Plan, which was itself directly involved in the JHWS consultations. **Action required**

It was resolved unanimously to:

Discuss and comment on the draft Joint Health and Wellbeing Strategy and on the Think Communities Health Deal Agreement.

246. CORONER SERVICE REVIEW – INTERIM REPORT

The Committee received an interim report on the review of the Coroner Service that had been announced at the Committee meeting held on 21st November 2019. The Assistant Director of Cultural and Community Services informed Members that an uplift in the service's budget had allowed for an additional 3.5 full time equivalent Coroners Officers, which had improved capacity and allowed for work to be carried out to reduce the backlog of cases, although she noted that the impact would not necessarily be immediately identifiable. She also drew attention to the business case that was being established for a permanent Area Coroner to assist the Senior Coroner. Due to ongoing national work by the Chief Coroner's office to produce a new 'Model Coroner Area' document, it was proposed to suspend the Council's formal review until the Chief Coroner had completed the national review.

While discussing the report, Members recalled that the Committee had previously been informed of the possibility that the Coroner would become involved in some large cases and queried whether any had since materialised. The Assistant Director confirmed that three clusters of cases had been identified, with one related to eating disorders having been resolved, while the other two would be reported back to the Committee when appropriate. The Service Director of Community and Safety informed Members that the Chief Finance Officer had agreed for some financial reserves to be ring-fenced for such cases in order to provide support to the Coroner Service, given their exceptional nature.

It was resolved unanimously to:

- a) Note the progress that has been made in reviewing the Service; and
- b) Agree to suspend any further review of the Service until new national guidance on a Model Coroner Area has been issued, noting that other work, summarised in section 2.4.1, will continue regardless.

247. CAMBRIDGESHIRE REGISTRATION SERVICE REVIEW – INTERIM REPORT

The Committee received an interim report on the review of the Registration Service that had been requested at the Committee meeting on 10th October 2019. The Assistant Director of Cultural and Community Services noted that the current staffing restructure had not covered the Ceremony Officer role, and this would be considered separately. She drew attention to the fact that a planning application had been submitted for the conversion of the Council's Roger Ascham site to become the new Cambridgeshire

Register Office, the resolution of which would remove the current uncertainty for customers awaiting confirmation of bookings from March 2021. Observing that the service was performing below the national average on just one of the key performance indicators (KPI's), related to the registration of deaths, as detailed in section 2.3.2 of the report, she reassured Members that this was a particular area of focus in the review.

While discussing the interim report, Members:

- Requested further information regarding the KPI on which the service was underperforming, including the level of underperformance and whether other sectors were also underperforming on the same area. The Assistant Director informed Members that there were three categories of cases and the timeline was different according to the category in which each individual death was considered. The first group included deaths that were not looked at by the coroner and were therefore the least problematic, while the second category included those that were considered by the coroner but not investigated, and the third category included cases that were investigated. **Action required**
- Expressed concern that residents were unable to confirm bookings from March 2021 onwards due to uncertainties regarding the future location of the Register Office. The Assistant Director acknowledged the concern but informed Members that it was a legal requirement to confirm the location of any ceremony when confirming a booking, and therefore it was not possible to provide confirmations until it had been established where the new Register Office would be located. An extensive list of venues had been compiled in the process of selecting the preferred location and these would be considered in the event of any problem with the planning application.
- Queried whether it was standard for the Ceremonial Officer role to be offered on a casual basis or whether it was a temporary measure until permanent officers were employed. The Assistant Director confirmed that the Ceremony Officers were contracted on a casual basis and that the practice was generally the preferred option for those carrying out the role. She explained that the work was largely seasonal, with fewer ceremonies between October and March, which did not favour a permanent contract, although it was confirmed that all contract options were being considered as part of the review, as well as capacity levels and working conditions.
- Sought confirmation on where citizenship ceremonies would be held once the Council moved out of Shire Hall, noting that they required a different kind of venue to the other ceremonies provided by the Register Service. The Service Director of Community and Safety confirmed that although the ceremonies could be held at any venue that was large enough, the current plan was that they would be held at the Council's new offices in Alconbury Weald. Nonetheless, the review would consider this at a greater level and establish how the ceremony could be improved and which would be the most suitable location.

It was resolved unanimously to:

- a) Note the progress that has been made to date;
- b) Comment on and agree the 'next steps' set out in this report; and
- c) Provide any further feedback, or lines of enquiry, that will support the review process.

248. FUTURE LIBRARIES INITIATIVE – CIVIC UPDATE

The Committee received the latest quarterly update on progress with the Future Libraries Initiative Project. Attention was drawn to the workstreams detailed in section 2.1 of the report and Members were informed that students from the University of Cambridge's Architecture Faculty had been exploring possible design interventions for the prototype libraries, using innovation to adapt to the limited resources at their disposal. The Assistant Director of Cultural and Community Services emphasised the efforts to establish local radio shows being hosted from the libraries along with other multi-media content, as well as the importance of developing an approach to assess the social impact of the libraries in areas such as health and wellbeing. It was suggested that evidence of progress on such impacts would be of national significance.

While discussing the update on the Future Libraries Initiative Project, Members:

- Encouraged wider engagement between libraries and other community sectors or organisations, including the different levels of local government, noting that opportunities already existed and would continually emerge external to the Council.
- Supported the hosting of local radio shows in libraries, although concern was expressed that such opportunities should not be limited to local BBC radio stations. A director of Civic acknowledged the concern and assured Members that the strategy was intended to involve and develop independent local radio stations that already existed, alongside involvement of the BBC. Members were informed that Radio Cambridgeshire (BBC) was looking at holding its morning show from Peterborough Central Library three days a week as a pilot, which if successful could be extended across the area by any number of radio stations.
- Observed that many library users were not habitual social media users and therefore it was necessary to ensure that communication and promotion occurred across other media, such as magazines, posters and radio. The Assistant Director acknowledged the observation and stated that the libraries should be effectively owned by the communities, with engagement coming from and through them.
- Sought clarification on the "Club of Unlikely Allies" mentioned in section 2.2 of the report. The director of Civic explained that the title referred to the deliberate bringing together of diverse sectors of the community that did not necessarily usually unite, such as shopkeepers and faith leaders. It was argued that when such people were able to collaborate and agree on something like a thriving library, a large potential of ideas and resources could be unlocked.
- Suggested that the selection of prototype libraries could have aligned with the towns selected by the CPCA to develop town masterplans. The Assistant Director of Cultural and Community Services explained that extensive analysis of data had identified the suitable locations for the prototype libraries, including local social and demographic data. They had also been selected on the basis of the archetype classifications, for example one being in a rural area and another aiming to revitalise a high street, and these did not necessarily align with the CPCA's masterplans. The over-riding intention was for every community across the County to be able to identify one of the archetypes as somehow mirroring their own. The Service Director of Community and Safety observed that the CPCA's initiative had also not been developed when the archetypes were selected, although he agreed to consider how the two projects could be aligned. **Action required**

- Confirmed that local Members had been involved with the prototype libraries across the County, while Member Seminars had promoted the project to a wider audience.

It was resolved unanimously to:

Note the progress being made on the Future Libraries Initiative.

249. DOMESTIC ABUSE AND SEXUAL ABUSE SERVICE REVIEW AND WHITE RIBBON CAMPAIGN

The Committee received a report which outlined the outcomes of the review into the Domestic Abuse and Sexual Violence (DASV) service, along with the new DASV strategy and an update on the White Ribbon Campaign. The Assistant Director of Community Safety informed Members that the majority of funding from both the County Council and Peterborough City Council was allocated to the Independent Domestic Violence Adviser (IDVA) service, which was the front line support for victims. The first phase of the review had mapped out the current situation and identified an unsustainable reliance on short-term funding streams as the key concern, while the second phase of the review was looking to overcome all the issues identified.

Members were informed that since the report had been published, the tender process for the provision of the Independent Sexual Violence Advocacy (ISVA) service and emotional support service had been completed, with a decision having been made to recommission the contract to Cambridge and Peterborough Rape Crisis Care Group, the current provider of the service. The funding bid detailed in section 2.6 of the report had also been approved since the report's publication, thus enabling the continuation of the services, although it was observed that this was further evidence of the overreliance on short-term funding. Members were assured that a telephone support service had been prepared as a stop-gap measure in the event of funding having not been granted, and this back-up would be kept for when the current round of funding concluded.

While discussing the report, Members:

- Queried whether progress had been made with regard to the ambassador strategy, which was one of the action plan strands required for White Ribbon reaccreditation. The DASV Partnership Manager noted that ambassadors were required to be male and that recruitment to the role had proven challenging, although she welcomed Councillor Goldsack becoming an ambassador. It was suggested that the role could be made clearer so that it was evident what it entailed and what could be achieved.
- Sought clarification on the criteria used to select venues for White Ribbon campaigning and on whether schools had been involved. Members were informed that White Ribbon campaigns were often held at music or sports venues, as they were acknowledged as largely male environments where people could be at risk. It was also confirmed that schools were involved, although it was argued that more would be achievable with a higher level of funding.
- Suggested that the Council, as a large employer, could sign up to the Employers' Initiative on Domestic Abuse (EIDA), noting that it would align well with the strategy. The DASV Partnership Manager informed Members that the Council had developed

a policy although she agreed to investigate what it would entail to become a member. **Action required**

- Expressed concern over the increased level of resources that police had been required to assign to cases of domestic abuse and sexual violence due to an increase in reports that they were receiving. The Assistant Director of Community Safety assured Members that the Council worked closely with the Police and Crime Commissioner, who provided a significant amount of funding on the issue.
- Observed that domestic abuse and sexual violence was also perpetrated by women, while men were also victims. It was noted that all services provided by the Council for victims were available for both males and females. The Service Director of Community and Safety acknowledged that the service had grappled with the national strategy focussing on women and girls, while the Council's strategy had a wider reach, and he agreed that the wording in the strategy could be improved on this issue. **Action required**

It was resolved unanimously to:

- a) Comment on the outcomes of the review of Domestic Abuse services, and the detailed implementation plans set out in the report; and
- b) Consider further ideas for promoting the White Ribbon campaign.

250. CAMBRIDGESHIRE COUNTY COUNCIL COMMUNITIES CAPITAL FUND

The Committee received a report that detailed the application process and mechanisms necessary to enable the effective delivery of the new £5m Communities Capital Fund that had been approved by Full Council on 11th February 2020. The Service Director of Community and Safety highlighted the proposal to require applications to obtain the support of the local Member or Community Champion in order to be considered. While limited to being spent on capital, the fund had been developed to encourage as wide a range of applications and bids as possible.

While discussing the mechanisms of the fund, Members:

- Expressed concern over the lack of deadlines for applications, suggesting that this created a 'first-come, first-served' ideology that would affect the quality of projects. The Service Director acknowledged the concern but explained that it was intended to allow projects to develop and come forward in a natural way, rather than according to an arbitrary timeline. He also suggested that bids would be submitted after having been rejected for other schemes, and such applications would be well developed and essentially already prepared.
- Sought clarification on the marketing strategy, recalling that it took a significant period of time before there was widespread awareness and appreciation of the opportunities provided by the Innovate and Cultivate Fund. One Member observed that all communities should be made aware of the fund before its resources had been allocated. The Service Director informed Members that the Communications team was coordinating a campaign that would inform all Members, officers and community organisations.

- Queried whether successful bids would have a deadline for implementation of their projects once funding had been approved and provided. The Service Director observed that capital projects often took a significant amount of time to put in to action and that there was therefore no such provision in the funding rules, although he noted that all approvals would have to be made within the 2020/21 financial year.
- Suggested that some Members were more active than others and therefore those areas with a less active local Member might find it harder to obtain the necessary support for a successful application. The fund would increase the responsibility of each local Member to understand their area and be aware of projects that might be appropriate, and it was confirmed that there was no limit to the number of bids that could be submitted or approved from each area.
- Proposed that projects that had received funding should recognise the Council's support in a similar to project funding from the National Lottery or the EU.
- Clarified that it had not been decided whether a further £5m would be made available the following year.
- Agreed that the Member panel would be comprised according to proportionality. If ever there was a conflict of interest with a bid, the relevant Member could be replaced on the panel by any other Committee Member of the same group. Councillors Criswell, Goldsack and French were confirmed as the representatives of the Conservative group, while the remaining groups declared that they would select their representatives following the meeting. **Action required**

It was resolved unanimously to:

Approve the criteria and procedures set out in this report.

251. INNOVATE & CULTIVATE FUND 2018-19 EVALUATION REPORT

The Committee received the Innovate and Cultivate Fund 2018-19 Evaluation Report. It was clarified that the report evaluated applications received during the four funding rounds from 1st August 2018 to 1st August 2019, and not from 1st May 2018, as written in the second paragraph of section 2.1. The Strengthening Communities Officer observed that it was difficult to compare the year's results with those of the previous year as the funding thresholds had been amended during the review period. Although the overall geographical spread of funded projects was fairly even across the County, she informed Members that fewer applications continued to be submitted from Fenland, despite attempts to encourage more bids. She also noted that the application process could be intensive and therefore potential applicants were being strongly encouraged to attend the pre-application sessions to ensure their bids were suitable.

Attention was drawn to the four Seed Fund Projects that were detailed in paragraph 5 of section 3.1, which had been well received by local communities, as it allowed them to bid for those projects in a pre-structured way, fully informed on the process and what could be achieved and how. The Strengthening Communities Service Manager also mentioned that the Cambridge University Science and Policy Exchange (CUSPE) had evaluated the fund and identified some potential improvements, while colleagues from Public Health were becoming increasingly involved as the fund became further aligned to Think Communities. The Assistant Director of Housing, Communities and Youth paid

tribute to the commitment and hard work of officers and Members in ensuring the fund's success.

While discussing the contents of the report, Members:

- Paid tribute to the success of some of the projects.
- Expressed concern that the success rate of applicants remained low, indicating a high level of unsuccessful applicants and therefore wasted time on behalf of the applicants and officers involved. It was suggested that filtering projects at an earlier stage could help prevent this, especially given that the two main reasons for failure had been identified. The Assistant Director explained that some applicants had underestimated the importance that the panel placed on the requirement to save money for the Council, although she acknowledged that this could be more explicitly stated in the application process.
- Sought clarification on the location of the next pre-application session following the one in St Neots on 18th March 2020. The Strengthening Communities Officer informed Members that the location had not been confirmed but that sessions would be held across all areas of the County to ensure fair geographical coverage.
- Requested copies of the information packs for the four Seed Fund Projects. **Action required**

It was resolved unanimously to:

Endorse the four proposals outlined in section 3.2 of the report.

252. PERFORMANCE REPORT – QUARTER 3 2019/20

The Committee received a report which provided updates on the status of performance indicators for the services that it oversaw. The Head of Business Intelligence noted that the only indicator that had not been updated was Wisbech 2020 and he informed Members that this was due to the fact that statutory returns for the end of year had not been completed.

It was resolved unanimously to:

Note and comment on performance information and take remedial action as necessary.

253. FINANCE MONITORING REPORT – JANUARY 2020

The Committee received the January 2020 Finance Monitoring Report for the People and Communities directorate. Members were informed that further information on overspends and underspends was becoming available as the end-of-year financial information was being compiled.

It was resolved unanimously to:

Review and comment on the report.

254. COMMUNITY CHAMPIONS ORAL UPDATES

The Committee noted brief oral updates provided by the following Community Champions:

- Councillor Costello (Huntingdonshire), who informed Members that following the launch of 'Essentials by Sue' in St Neots, the final Huntingdonshire project of the scheme would be initiated in Godmanchester. She also provided an update on continued work with dementia awareness training programmes. A written update was provided and is attached as **Appendix 1** to the minutes.
- Councillor Every (East Cambridgeshire), who informed Members that a Youth Advisory Board had been approved to commence in April 2020, which would increase young people's voice. She welcomed that Eyes and Ears had trained some ambassadors but expressed concern that some projects duplicated others carried out by the CPCA, representing an unnecessary use of resources. A written update was provided and is attached as **Appendix 2** to the minutes.
- Councillor French (Fenland), who noted an interest in developing three Man Sheds and one Timebank.

255. COMMUNITIES AND PARTNERSHIP COMMITTEE AGENDA PLAN

While considering its Agenda Plan, the Committee agreed to reschedule the next Committee meeting from 16th April 2020 to Wednesday 22nd April 2020, at 10:00am in the Kreis Viersen Room. Members were reminded that it would be immediately followed by a private workshop.

It was resolved unanimously to note the agenda plan.

Chairman
22nd April 2020