

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

This is the updated minutes action log as of 12th May 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.

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
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**ACTIONS FROM MINUTES OF THE COMMITTEE MEETING HELD ON 17TH DECEMBER 2019**

222.	THINK COMMUNITIES	Adrian Chapman	<p>Members requested information on the membership of the Huntingdonshire Think Communities Delivery Board.</p> <p><b>Action: the Service Director of Communities and Partnerships undertook to provide details to Members.</b></p>	<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-based boards is shared with Members.</p> <p><b>May 2020 update:</b> As a result of adopting a new way of working during the current COVID-19 pandemic, it is proposed that we review the opportunities to work differently together, as a public sector system and in the full spirit of Think Communities, as currently being experienced. A report will be prepared for Committee to explore these opportunities, and it is proposed that this action is closed in the meantime.</p>	<b>ACTION COMPLETE</b>
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**ACTIONS FROM MINUTES OF THE COMMITTEE MEETING HELD ON 23RD JANUARY 2020**

233.	<b>GROWING FENLAND – TOWN REPORTS</b>	<b>Adrian Chapman</b>	<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><b>Action: The Service Director of Communities and Partnerships agreed to provide the Committee with an update once details had been confirmed regarding the Task Force.</b></p>	Awaiting update.	<b>ACTION ONGOING</b>
236.	<b>COUNTY COUNCIL'S APPROACH TO ADDRESSING HOUSING AND HOMELESSNESS – SIX MONTHS PROGRESS UPDATE</b>	<b>Sarah Ferguson</b>	<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><b>Action: The Assistant Director of Housing, Communities and Youth undertook to establish the level of cooperation between officers.</b></p>	Going forwards, the Service Director for Communities and Partnerships and the Corporate Director for Place and Economy will work together to ensure that appropriate links are made, across the council and into the Combined Authority.	<b>ACTION COMPLETE</b>

**ACTIONS FROM MINUTES OF THE COMMITTEE MEETING HELD ON 12TH MARCH 2020**

245.	<b>JOINT HEALTH AND WELLBEING STRATEGY CONSULTATION</b>	<b>Liz Robin</b>	<p>Members observed that the list of committees/boards that would host presentations or workshops on the Joint Health and Wellbeing Strategy (section 2.9 of the report) did not include information on when and where they would be held.</p> <p><b>Action: The Director of Public Health agreed to provide Members with the information.</b></p>	The consultation on the Joint Health & Wellbeing Strategy was placed on “pause” during the latter half of March due to the current situation around the COVID-19 outbreak. When the consultation resumes, a full list of committees/ boards, with dates of meetings, will be provided to the Committee.	<b>ACTION ONGOING</b>
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			<p>One Member sought clarification on whether the East of England Ambulance Service Trust Board had been involved in the Joint Health and Wellbeing Strategy consultations.</p> <p><b>Action: The Director of Public Health undertook to establish their level of involvement.</b></p>	Awaiting update.	<b>ACTION ONGOING</b>
248.	<b>FUTURE LIBRARIES INITIATIVE – CIVIC UPDATE</b>	<b>Adrian Chapman</b>	<p>Members considered whether the Future Libraries Initiative and the Cambridgeshire and Peterborough Combined Authority’s market town strategies could be aligned with each other.</p> <p><b>Action: The Service Director of Communities and Partnerships agreed to consider how the two projects could be aligned.</b></p>	This action has been shared with both the Assistant Director for Skills and Libraries and the core team from Civic, so that appropriate actions and outcomes can be discussed and agreed. An update will be provided in future update reports to Committee.	<b>ACTION COMPLETE</b>
249.	<b>DOMESTIC ABUSE AND SEXUAL ABUSE SERVICE REVIEW AND WHITE RIBBON CAMPAIGN</b>	<b>Julia Cullum</b>	<p>One Member suggested that the Council could sign up to the Employers’ Initiative on Domestic Abuse (EIDA).</p> <p><b>Action: The Domestic Abuse and Sexual Violence Partnership Manager undertook to investigate the possibility.</b></p>	This has been raised with Human Resources and will be followed up when COVID-19 restrictions are lifted.	<b>ACTION ONGOING</b>

**ACTIONS FROM MINUTES OF THE COMMITTEE MEETING HELD ON 22ND APRIL 2020**

260.	CAMBRIDGESHIRE COUNTY COUNCIL'S RESPONSE TO COVID-19	Adrian Chapman	<p>Members made suggestions about the content of Covid-19 bulletins circulated by the Council.</p> <p><b>Action: The Service Director of Communities and Partnerships undertook to discuss the issues with the Head of Communications and Information.</b></p>	<p>Feedback relating to updates being more focussed and to include more specific data has been shared with the Head of Communications.</p>	<b>ACTION COMPLETE</b>
			<p>One Member suggested that the rural and farming community should be represented in the Community Reference Group.</p> <p><b>Action: The Service Director of Communities and Partnerships agreed representation of the National Farmers' Union or the Department for Environment, Food and Rural Affairs would be beneficial.</b></p>	<p>The NFU have been contacted.</p> <p>The Service Director has raised the issue of Defra representation with the regional COVID-19 team from MHCLG.</p>	<b>ACTION ONGOING</b>
			<p>It was suggested that town and village response coordinators could be connected to the County Council through the respective local Members.</p> <p><b>Action: The Service Director of Communities and Partnerships agreed that such networking should be organised.</b></p>	<p>The COVID-19 Coordination Hub team are working on the best way to capture and connect information together relating to the many responses that have emerged across the county. An update and relevant information will be provided to all Members as soon as possible.</p>	<b>ACTION ONGOING</b>

		<p><b>Elaine Matthews</b></p>	<p>Members expressed concern over confusion regarding the telephone number for the National Shielding Helpline, with claims that people had received scam calls from the same number.</p> <p><b>Action: The Strengthening Communities Service Manager informed Members that the Council would be publishing clear information on the matter.</b></p>	<p>Officers were able to confirm the number being used by the National Shielding team and published information on that on social media, through the Against Scams Partners and in Covid updates.</p> <p>The Cambridgeshire and Peterborough Covid-19 Coordination Hub are aware of calls from people who have received a telephone call from 03333 050466 claiming to be the NHS Shielding Helpline. They have concerns that it might, in fact, be a scam.</p> <p>There is a genuine National Shielding Helpline at this number, set up to provide support to individuals (and their families) who are self-isolating because they are particularly vulnerable to coronavirus. But how can you be sure if you receive a call from this number that it is genuine and not a scammer trying to steal your personal and/or financial information? After all, we do know that phone numbers can be "spoofed" to look as if the calls are from a government organisation or a bank for example.</p> <p>Always be cautious. Genuine call handlers from this Helpline will never ask for your bank details. If you have any concerns, terminate the call. If you are extremely vulnerable to</p>	<p><b>ACTION COMPLETE</b></p>
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				<p>Covid-19 coronavirus due to a health condition and need to register for support while you shield from the virus you can do so at <a href="http://www.gov.uk/coronavirus-extremely-vulnerable">www.gov.uk/coronavirus-extremely-vulnerable</a> or contact 0800 028 8327.</p>	
		<b>Steve Cox</b>	<p>Members sought clarification on when recycling centres would reopen.</p> <p><b>Action: The Strengthening Communities Service Manager undertook to seek a written response from the Executive Director for Place and Economy.</b></p>	<p>Household Recycling Centres across Cambridgeshire will reopened on 11 May 2020 for essential use only. <a href="https://www.cambridgeshire.gov.uk/news/household-recycling-centres-will-be-open-on-monday-11-may-for-essential-use-only">https://www.cambridgeshire.gov.uk/news/household-recycling-centres-will-be-open-on-monday-11-may-for-essential-use-only</a></p>	<b>ACTION COMPLETE</b>
		<b>Jonathan Lewis</b>	<p>One Member expressed concern that food vouchers could not be used for online purchases from some supermarkets, making them difficult to use for people who were self-isolating or shielding.</p> <p><b>Action: The Strengthening Communities Service Manager undertook to seek a written response from the Director of Education.</b></p>	Awaiting update.	<b>ACTION ONGOING</b>
261.	<b>INNOVATE &amp; CULTIVATE FUND – ENDORSEMENT OF RECOMMENDATIONS (APRIL 2020)</b>	<b>Elaine Matthews</b>	<p>Members requested information regarding previously-funded projects that had proved successful in order to be able to demonstrate the fund’s effectiveness.</p> <p><b>Action: The Strengthening Communities Service Manager undertook to circulate the information.</b></p>	The annual review of the Innovate and Cultivate Fund was circulated to Members as requested.	<b>ACTION COMPLETE</b>