

Wednesday, 20 May 2020

Democratic and Members' Services
Fiona McMillan
Monitoring Officer

10:00

Shire Hall
Castle Hill
Cambridge
CB3 0AP

COVID-19

During the Covid-19 pandemic Council and Committee meetings will be held virtually for Committee members and for members of the public who wish to participate. These meetings will held via Zoom and Microsoft Teams (for confidential or exempt items). For more information please contact the clerk for the meeting (details provided below).

AGENDA

Open to Public and Press

CONSTITUTIONAL MATTERS

- 1 Notification of Chairman/woman and Vice-Chairman/Woman**
- 2 Apologies for absence and declarations of interest**
Guidance on declaring interests is available at
<http://tinyurl.com/cc-conduct-code>
- 3a Minutes of the Meeting held on 22nd April 2020**
[Minutes - 22nd April 2020](#)
- 3b Communities and Partnership Committee Minutes Action Log** **3 - 8**
- 4 Petitions and Public Questions**

DECISIONS

- 5 **Cambridgeshire County Council's Response to Covid-19**
Report to follow
- 6 **Communities Capital Fund – Endorsement of Recommendations (May 2020)** 9 - 14
- 7 **Community Champions Oral Updates**
- 8 **Communities & Partnership Committee Agenda Plan and Appointments (Outside Bodies, Internal Advisory Groups, Panels & Community Champions)** 15 - 36

The Communities and Partnership Committee comprises the following members:

Councillor Steve Criswell (Chairman) Councillor Mark Goldsack (Vice-Chairman)

Councillor Barbara Ashwood Councillor Henry Batchelor Councillor Adela Costello Councillor Lis Every Councillor Janet French Councillor Lina Nieto Councillor Claire Richards and Councillor Amanda Taylor

For more information about this meeting, including access arrangements please contact

Clerk Name: Nick Mills

Clerk Telephone: 01223 699763

Clerk Email: nicholas.mills@cambridgeshire.gov.uk

**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>Action: the Service Director of Communities and Partnerships undertook to provide details to Members.</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>May 2020 update: 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>	ACTION COMPLETE
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ACTIONS FROM MINUTES OF THE COMMITTEE MEETING HELD ON 23RD JANUARY 2020

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 Communities and Partnerships agreed to provide the Committee with an update once details had been confirmed regarding the Task Force.</p>	Awaiting update.	ACTION ONGOING
236.	COUNTY COUNCIL'S APPROACH TO ADDRESSING HOUSING AND HOMELESSNESS – SIX MONTHS PROGRESS UPDATE	Sarah Ferguson	<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>	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.	ACTION COMPLETE

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

245.	JOINT HEALTH AND WELLBEING STRATEGY CONSULTATION	Liz Robin	<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>Action: The Director of Public Health agreed to provide Members with the information.</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.	ACTION ONGOING
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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>Action: The Director of Public Health undertook to establish their level of involvement.</p>	Awaiting update.	ACTION ONGOING
248.	FUTURE LIBRARIES INITIATIVE – CIVIC UPDATE	Adrian Chapman	<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>Action: The Service Director of Communities and Partnerships agreed to consider how the two projects could be aligned.</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.	ACTION COMPLETE
249.	DOMESTIC ABUSE AND SEXUAL ABUSE SERVICE REVIEW AND WHITE RIBBON CAMPAIGN	Julia Cullum	<p>One Member suggested that the Council could sign up to the Employers’ Initiative on Domestic Abuse (EIDA).</p> <p>Action: The Domestic Abuse and Sexual Violence Partnership Manager undertook to investigate the possibility.</p>	This has been raised with Human Resources and will be followed up when COVID-19 restrictions are lifted.	ACTION ONGOING

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>Action: The Service Director of Communities and Partnerships undertook to discuss the issues with the Head of Communications and Information.</p>	<p>Feedback relating to updates being more focussed and to include more specific data has been shared with the Head of Communications.</p>	ACTION COMPLETE
			<p>One Member suggested that the rural and farming community should be represented in the Community Reference Group.</p> <p>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.</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>	ACTION ONGOING
			<p>It was suggested that town and village response coordinators could be connected to the County Council through the respective local Members.</p> <p>Action: The Service Director of Communities and Partnerships agreed that such networking should be organised.</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>	ACTION ONGOING

		<p>Elaine Matthews</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>Action: The Strengthening Communities Service Manager informed Members that the Council would be publishing clear information on the matter.</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>ACTION COMPLETE</p>
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				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 www.gov.uk/coronavirus-extremely-vulnerable or contact 0800 028 8327.	
		Steve Cox	Members sought clarification on when recycling centres would reopen. Action: The Strengthening Communities Service Manager undertook to seek a written response from the Executive Director for Place and Economy.	Household Recycling Centres across Cambridgeshire will reopened on 11 May 2020 for essential use only. https://www.cambridgeshire.gov.uk/news/household-recycling-centres-will-be-open-on-monday-11-may-for-essential-use-only	ACTION COMPLETE
		Jonathan Lewis	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. Action: The Strengthening Communities Service Manager undertook to seek a written response from the Director of Education.	Awaiting update.	ACTION ONGOING
261.	INNOVATE & CULTIVATE FUND – ENDORSEMENT OF RECOMMENDATIONS (APRIL 2020)	Elaine Matthews	Members requested information regarding previously-funded projects that had proved successful in order to be able to demonstrate the fund’s effectiveness. Action: The Strengthening Communities Service Manager undertook to circulate the information.	The annual review of the Innovate and Cultivate Fund was circulated to Members as requested.	ACTION COMPLETE

COMMUNITIES CAPITAL FUND – ENDORSEMENT OF RECOMMENDATIONS (MAY 2020)

To: Communities and Partnership Committee

Meeting Date: 20 May 2020

From: Adrian Chapman, Service Director: Communities and Partnerships

Electoral division(s): All, with particular interest to the following divisions:

- Longstanton, Northstowe & Over;
- March North and Waldersley;
- Sawtry & Stilton; and
- Somersham & Earith.

Forward Plan ref: N/A **Key decision:** No

Outcome: To consider the recommendations of the Member Panel to fund applications made under the Communities Capital Fund.

Recommendation: The Committee is recommended to approve the following applications for funding:

- (i) Sawtry Skatepark - £18,000;
- (ii) Somersham Outdoor Play Equipment - £32,560;
- (iii) Enhancements to Overcote, Over - £25,597;
- (iv) Estover Park, March - £35,000; and
- (v) Tower Hall, Friday Bridge Refurbishment - £36,000

<i>Officer contact:</i>	<i>Member contacts:</i>
Name: Ian Phillips	Names: Cllr Steve Criswell
Post: Head of Communities and Partnerships Integration	Post: Chairman
Email: Ian.Phillips@peterborough.gov.uk	Email: Steve.Criswell@cambridgeshire.gov.uk
Tel: 07415881802	Tel: 01223 706398
	01487 740745

1. BACKGROUND

- 1.1 The Cambridgeshire Communities Capital Fund was launched on 1st April 2020, and sets aside up to £5m to help support projects across the county that seek to improve health, wellbeing, social and economic opportunities in our communities. The fund may contribute up to £0.5m capital funding per project.
- 1.2 At its meeting of 12 March 2020, the Committee agreed the following eligibility criteria:
- i. Funding will be awarded for eligible capital spend only, and must demonstrate how the purpose of the Fund, will be met
 - ii. Bids must be able to demonstrate additionality, including, for example, how communities will be improved or enhanced by capital investment in their community
 - iii. Bids will be encouraged for projects which fill gaps or where there is an under-representation in council presence or access to public services or other activities within communities, where there is an evidenced need, or known or emerging demand for service. For example, we want to ensure that our rural communities have the same opportunities to engage with services or activities as all other communities
 - iv. No bids will be successful without some level of match funding. Capital funding from the Fund should be awarded only where all other sources of funding have been exhausted, or where council funding would provide match funding alongside other sources of funding. Match funding may be intended rather than secured at application stage, and may include non-cash match funding (e.g. in-kind contributions, land transfer etc.)
 - v. Funding will not be awarded for repairs and maintenance on assets that haven't been subject previously to a regular repairs and maintenance regime. Even then, not all repairs and maintenance would be eligible to be funded through capital budgets, and so proposals that include this would need to be considered on their own merits
 - vi. Proposals for capital projects with a potential impact on carbon emissions will need to demonstrate how these will be minimised
 - vii. Funding will be awarded using the most appropriate financial model – for example, this may be in the form of a non-repayable grant, a loan to be repaid at agreed terms, or an equity-type investment in an organisation with a recurring return on that investment. All funding arrangements would need to comply with existing County Council policies, including for example the existing third party loans policy, which has specific requirements around security, interest rate, setup fees, and guarantees
 - viii. Funding will be awarded only where there is a guarantee of no revenue implications for the County Council (aside from debt charges as a result of borrowing), except where an evidenced case can be made demonstrating how, in turn, an increased short-term revenue cost will lead to more substantial savings later
 - ix. State Aid considerations will form part of the overall application and review process.
 - x. Applications will need to be endorsed by, and submitted via, either the local County Councillor, or the County Council's Community Champion for the area

2. MAIN ISSUES

- 2.1 On the 28 April 2020, a Member panel consisting of Councillors Goldsack, Every, Costello and Batchelor met to consider a number of applications each seeking £50k or under. Councillor Meschini was also invited, but was unable to attend.

2.2 The Panel considered how the projects met the funding criterion and recommended that the following are approved for funding:

- **Sawtry Skatepark** – a project running for 6 years by the Sawtry Youth Project which has raised over £18,000 and has strong community support, particularly with young people in the village. The Panel noted that the Parish Council was contributing £100k from Section 106 funding and that young people often had to travel several miles to nearby towns to access skate parks due to lack of local provision. Funding requested - £18,000.
- **Somersham Outdoor Play Equipment** – this project from the Parish Council seeks to provide three types of play equipment for both younger and older children. The Panel again noted the lack of provision within the village and that the Parish Council will contribute £26,855. Funding requested - £32,560.
- **Overcote, Over** - this application seeks to enhance the river front and open space within Over by providing a new slipway, gravel beach, paths, parking areas and roadway enhancements. The Panel noted that this project would open up the area to greater community use for sports and leisure provision. Match funding of £72,159 is provided. Funding requested - £25,597.
- **Estover Park, March** is run by a community interest company which has taken the lease of a playing field. The project will enhance the pavilion and sports facilities on-site with new fencing, pathways, patio, café and kitchen. This will provide the venue with modern facilities and increase community use for both sports and leisure. £6,000 funding has been raised and a further £35,000 is requested.
- **Tower Hall, Friday Bridge** is looking to upgrade the facilities at its venue, which have become dated and have in some instances deterred community bookings. The Panel noted that this is a small community with limited services within the village and therefore relies upon the hall for community functions. Match funding of £3,000 is in place, with a further £3,000 expected from the Parish Council. Exact costs are not yet known due to the difficulty of getting contractors to visit during social distancing restrictions. It is therefore recommended that a maximum of £36,000 is allocated, but this is subject to the applicant providing a written quotation and confirmation of planning permission (not yet in place).

2.3 For projects seeking between £50k and £500k funding, an officer panel has been established to review the expressions of interest. Officers will advise applicants in order that they can develop business cases for funding, which will be subsequently presented to a Member panel for consideration at the end of May 2020. The panel is expected to make a recommendation to the Committee in June 2020.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 A good quality of life for everyone

The Fund seeks to improve the health, wellbeing, social and economic opportunities and outcomes in our communities, thereby helping to create or enhance a good quality of life for everyone.

3.2 Thriving places for people to live

Investment into community projects will provide or enhance capital assets or facilities within our communities, helping to create increased opportunities and therefore thriving places for people to live.

3.3 The best start for Cambridgeshire's children

Several of these projects will provide investment into activities for young people, improving physical and mental wellbeing, reducing isolation and promoting social inclusion.

3.4 Net zero carbon emissions for Cambridgeshire by 2050

Investment into community projects will help to improve local services and activities, reducing the need to travel to towns/villages across Cambridgeshire. Where there is a carbon impact, projects are required to describe how that impact will be mitigated.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

The capital investment set out in this report was approved at Full Council in February 2020

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications for this category. However, any commercial opportunities will follow the Council's Contract Procedure Rules and contractual regulations as per existing policies.

4.3 Statutory, Legal and Risk Implications

Successful funding awards will be subject to the applicant accepting CCC grant agreement terms and conditions.

4.4 Equality and Diversity Implications

There are no significant implications for this category.

4.5 Engagement and Communications Implications

There are no significant implications for this category.

4.6 Localism and Local Member Involvement

Members have been closely involved in both the development of expressions of interest and in making recommendations

4.7 Public Health Implications

The Community Capital Fund will provide an opportunity for communities to secure funding that, combined with their own assets, will enable them to develop interventions that will improve the health and wellbeing of their community members. There is also the opportunity for the communities to, as part of the process, further strengthen their skills and assets.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Martin Wade
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Gus De Silva
Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?	Yes Name of Legal Officer: Fiona McMillan
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Adrian Chapman
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Amanda Rose
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Adrian Chapman
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Val Thomas

Source Documents	Location
None	N/A

COMMUNITIES AND PARTNERSHIP COMMITTEE AGENDA PLAN AND APPOINTMENTS TO OUTSIDE BODIES, INTERNAL ADVISORY GROUPS, PANELS AND COMMUNITY CHAMPIONS

To: Communities and Partnership Committee

Meeting Date: 20 May 2020

From: Service Director of Communities and Partnerships

Electoral division(s): All

Forward Plan ref: No **Key decision:** N/A

Outcome: To review the Committee's agenda plan and to consider appointments to outside bodies, internal advisory groups, panels and Community Champions.

It is important that the Council is represented on a wide range of outside bodies to enable the Council to provide clear leadership to the community in partnership with citizens, businesses and other organisations.

Recommendation: The Communities and Partnership Committee is recommended to:

- a) Review its agenda plan attached at Appendix 1;
- b) Agree the appointments to outside bodies as detailed in Appendix 2;
- c) Agree the appointments to Internal Advisory Groups and Panels as detailed in Appendix 3; and
- d) Agree the appointments of Community Champions.

<i>Officer contact:</i>	<i>Member contacts:</i>
Name: Nick Mills	Names: Councillors Criswell & Goldsack
Post: Democratic Services Officer	Post: Chairman / Vice-Chairman
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Tel: 01223 699763	Tel: 01223 70639

1. BACKGROUND

- 1.1 The Communities and Partnership Committee reviews its agenda plan at every meeting.
- 1.2 The County Council's Constitution states that the Communities and Partnership Committee has authority to nominate representatives to Outside Bodies other than the Combined Authority, Greater Cambridge Partnership, Cambridgeshire and Peterborough Fire Authority, the County Councils Network Council and the Local Government Association.
- 1.3 Appointments to Outside Bodies and Internal Advisory Groups and Panels are agreed by the relevant Policy and Service Committee.
- 1.4 On 26th October 2017, the Committee agreed to delegate, on a permanent basis between meetings, the appointment of representatives to any outstanding outside bodies, groups, panels and partnership liaison and advisory groups, within the remit of the Communities and Partnership Committee, to the Director of Communities and Partnerships (formerly the Director of Communities and Safety) in consultation with the Chairman/woman and Vice-Chairman/woman of the Communities and Partnership Committee.
- 1.5 It is important that the Council is represented on a wide range of outside bodies to enable the Council to provide clear leadership to the community in partnership with citizens, businesses and other organisations.

2. APPOINTMENTS

- 2.1 The outside bodies where appointments are required are set out in **Appendix 2** to this report. The current representative(s) is indicated. It is proposed that the Committee should review and agree the appointments to these bodies.
- 2.2 The 'Annual Report of Representation on Outside Bodies 2019-2020' will be presented to Full Council on 19th May 2020, and includes reports submitted by the Council's representatives appointed to outside bodies. In his report submitted as the Council's representative to the Fenland Strategic Partnership, Councillor Count noted that the body is no longer meeting and suggested that its removal should be discussed with Fenland District Council.
- 2.2 The internal advisory groups and panels where appointments are required are set out in **Appendix 3** to this report. The current representative(s) is indicated. It is proposed that the Committee should agree the appointments to these bodies.
- 2.3 The Committee is asked to appoint Community Champions so as to reflect the political control held in each respective District Council administration, which are as follows:
 - Cambridge City – Labour
 - Fenland – Conservative
 - East Cambridgeshire – Conservative
 - South Cambridgeshire – Liberal Democrat
 - Huntingdonshire – Conservative

Source Documents	Location
Annual Report of Representation on Outside Bodies 2019 – 2020	https://cambridgeshire.cmis.uk.com/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1105/Committee/20/Default.aspx



Notes

Committee dates shown in bold are confirmed.
Committee dates shown in brackets and italics are reserve dates.

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

* indicates items expected to be recommended for determination by full Council.

+ indicates items expected to be confidential, which would exclude the press and public.

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.

The agenda dispatch date is six clear working days before the meeting.

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
20/05/20	Minutes of the Meeting held on 22nd April 2020	N Mills	N/A	08/05/20	12/05/20
	Cambridgeshire County Council's Response to Covid-19	A Chapman	N/A		
	Community Capital Fund – Endorsement of Recommendations (May 2020)	I Phillips	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
18/06/20	Minutes of the Meeting held on 20th May 2020	N Mills	N/A	08/06/20	10/06/20
	Cambridgeshire County Council's Response to Covid-19	A Chapman	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
02/07/20	Minutes of the Meeting held on 18th June 2020	N Mills	N/A	22/06/20	24/06/20
	Voluntary and Community Sector (VCS) Infrastructure Tender	M Oliver	2020/007		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Cambridgeshire Libraries – Implementation and Delivery of New Vision, and Open Access in Libraries	G Porter	N/A		
	Innovate & Cultivate Fund – Endorsement of Recommendations	E Matthews	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
<i>[06/08/20] Provisional Meeting</i>					
03/09/20	Minutes of the Meeting held on 2nd July 2020	N Mills	N/A	21/08/20	25/08/20
	Coroner Service Annual Report	P Gell	N/A		
	Community Champions Annual Report	E Matthews	N/A		
	Think Communities	M Oliver	N/A		
	Effect of CPCA Bus Review on Local Communities	A Chapman	N/A		
	Early Years Support	A Chapman	N/A		
	Market Town Reports from Huntingdonshire and East Cambridgeshire	A Chapman	N/A		
	Performance Report – Quarter 1 2020/21	T Barden	N/A		
	Finance Monitoring Report	E Jones	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
08/10/20	Minutes of the Meeting held on 3rd September 2020	N Mills	N/A	28/09/20	30/09/20
	Registration Service Annual Report	P Gell	N/A		
	Innovate & Cultivate Fund – Endorsement of Recommendations	E Matthews	N/A		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Business Planning	A Chapman / E Jones	N/A		
	Finance Monitoring Report	E Jones	N/A		
	Community Champions Oral Update	Community Champions	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
12/11/20	Minutes of the Meeting held on 8th October 2020	N Mills	N/A	02/11/20	04/11/20
	CUSPE – Growth Affecting Community-Led Solutions and Interventions	D McWherter	N/A		
	CUSPE – Tackling Climate Change Through Community-Based Networks and Resources	D McWherter	N/A		
	Local Council Development Plan – Annual Report	M Oliver	N/A		
	Support Cambridgeshire Annual Report	M Oliver	N/A		
	Cambridgeshire Libraries, Including Civic Partnership Project	G Porter	N/A		
	Shared and Integrated Services	A Askham	N/A		
	Think Communities	M Oliver	N/A		
	Community Champions Oral Update	Community Champions	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
03/12/20	Minutes of the Meeting held on 12th November 2020	N Mills	N/A	23/11/20	25/11/20
	Innovate & Cultivate Fund – Endorsement of Recommendations	E Matthews	N/A		
	Cambridgeshire Skills – 6 Month Report	T Meadows	N/A		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Performance Report – Quarter 2 2020/21	T Barden	N/A		
	Business Planning	A Chapman / E Jones	N/A		
	Finance Monitoring Report	E Jones	N/A		
	Community Champions Oral Update	Community Champions	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
21/01/21	Minutes of the Meeting held on 3rd December 2020	N Mills	N/A	11/01/21	13/01/21
	Think Communities	M Oliver	N/A		
	Innovate & Cultivate Fund – Endorsement of Recommendations	E Matthews	N/A		
	Community Champions Oral Update	Community Champions	N/A		
	Agenda Plan and Appointments	A Chapman	N/A		
<i>[18/02/21] Provisional Meeting</i>					
04/03/21	Minutes of the Meeting held on 21st January 2021	N Mills	N/A	22/02/21	24/02/21
	Cambridgeshire Libraries, Including Civic Partnership Project	G Porter	N/A		
	Think Communities	M Oliver	N/A		
	Performance Report – Quarter 3 2020/21	T Barden	N/A		
	Finance Monitoring Report	E Jones	N/A		
	Community Champions Oral Update	Community Champions	N/A		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Agenda Plan and Appointments	A Chapman	N/A		
<i>[01/04/21] Provisional Meeting</i>					

**CAMBRIDGESHIRE COUNTY COUNCIL APPOINTMENTS TO OUTSIDE BODIES
MADE BY COMMUNITIES AND PARTNERSHIP COMMITTEE**

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<p>Cambridge & District Citizens Advice Bureau Management Committee</p> <p>To provide free, independent, confidential and impartial advice to the public. Its aims are to provide the advice people need for the problems they face and improve the policies and practices that affect people's lives.</p>	4 – 6	1	Councillor L Jones (L)	<p>Rachel Talbot Chief Executive Officer</p> <p>01223 222660</p> <p>rachelT@cambridgecab.org.uk</p>	Charity and limited company (confirmation of Member status needed)	Communities and Partnership
<p>Cambridge Sports Hall Trust Management Committee</p> <p>A management committee administering the running of the Kelsey Kerridge Sports Hall in Cambridge.</p>	6	1	Councillor N Kavanagh (Lab)	<p>Peter Jakes Accountant/ Company Secretary Kelsey Kerridge Sports Centre Queen Anne Terrace Cambridge CB1 1NA Tel: (01223) 462226 Fax: (01223) 363889</p> <p>peterjakes@btconnect.com</p>	Charity (confirmation of Member status needed)	Communities and Partnership

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<p>Cambridgeshire Coronavirus Community Fund Panel</p> <p>To offer community organisations emergency funding to deal with issues in the community resulting from the coronavirus crisis, in particular those affecting older people (aged 60 and over) and other vulnerable people (high risk, pre-existing medical conditions). Panel members will assess all grant applications.</p>	TBC	1	Councillor Criswell	<p>Lianne Parrett, Strengthening Communities Officer</p> <p>01223 507168</p> <p>Lianne.Parrett@cambridgeshire.gov.uk</p>	Other Public Body representative	Communities and Partnership
<p>Clay Farm Centre Advisory Group</p> <p>The Advisory Group will support and make recommendations to the Centre Manager and /or Partnership review meetings.</p>	4	1	Councillor B Ashwood (LD)	<p>Sally Roden, Neighbourhood Community Development Manager, Cambridge City Council</p> <p>Sally.rodin@cambridge.gov.uk 01223 457861 mobile 07920210957</p>	Other Public Body representative	Communities and Partnership

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<p>Community Safety Partnerships</p> <p>Statutory Crime and Disorder Reduction Partnerships (CDRPs, also known as Community Safety Partnerships) were set up in each district council area of Cambridgeshire in 1998. The partnerships are responsible for carrying out a three yearly audit to review the levels and patterns of crime, disorder and misuse of drugs, to analyse and consult on the results, and subsequently develop a three-year strategy for tackling crime and disorder and combating the misuse of drugs.</p> <ul style="list-style-type: none"> • Cambridge City • East Cambridgeshire • Fenland • Huntingdonshire • South Cambridgeshire (Crime Reduction Partnership) 	3-4	1 on each	<p>Councillor C Richards (Lab) Councillor L Every (Con) Councillor J French (Con) Councillor A Costello (Con) Councillor L Nieto (Con)</p>	<p>Sarah Ferguson Service Director</p> <p>01223 729099</p> <p>Sarah.Ferguson@cambridgeshire.gov.uk</p> <p>Nicky Phillipson Head of Strategic Partnerships and Commissioning Cambridgeshire Office for the Police & Crime Commissioner</p> <p>0300 333 3456</p> <p>nicky.phillipson@cambridgeshire.pnn.police.uk</p>	Other Public Body representative	Communities and Partnership

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<p>East Anglia Reserve Forces & Cadets Association</p> <p>To raise, recruit and administer the Territorial Army Volunteer Reserve and Cadet Forces.</p>	2	1	Councillor M McGuire (Con)	<p>Mr T. G. Louth Executive Officer Springfield Tyrells 250 Springfield Road CHELMSFORD CM2 6BU</p> <p>01245 244800 (switchboard)</p> <p>ea-offman@rfea.mod.uk</p>	Unincorporated Association Member	Communities and Partnership
<p>Fenland Strategic Partnership</p> <p>The Fenland Strategic Partnership aims to make a difference by working better together across different sectors. The partnership has consulted extensively with the local community to identify the most important issues specific to Fenland.</p>	2	1	Councillor S Count (Con)	<p>Fenland District Council Fenland Hall County Road MARCH PE15 8NQ</p>	Other Public Body representative	Communities and Partnership
<p>Hinchingbrooke Country Park Joint Group</p> <p>To monitor the operation of Hinchingbrooke Country Park.</p>	2	1	Councillor A Costello (Con)	<p>Claire Bulman Huntingdonshire District Council</p> <p>Claire.Bulman@huntingdonshire.gov.uk</p>	Other Public Body representative	Communities and Partnership

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<p>Huntingdon Freeman's Trust</p> <p>A charity assisting individuals and organisations falling within the Huntingdon Town Council area only.</p> <p>[Term of Office is for four years from 20 May]</p>	11	1	Councillor M Shellens (LD)	<p>Ruth Black Chief Executive</p> <p>01480 414909</p> <p>ceo@huntingdonfreem.org.uk</p>	Trustee of a Charity	Communities and Partnership
<p>Hunts Forum of Voluntary Organisations</p> <p>Hunts Forum of Voluntary Organisations is an umbrella body for voluntary and community groups in Huntingdonshire. It is an independent, non-profit making group formed from a coalition of local voluntary organizations and run by an elected committee of voluntary sector representatives. It supports voluntary and community organisations with information, advice and training.</p>	4	2	Councillor S Criswell (Con) Councillor A Costello (Con)	<p>Julie Farrow Hunts Forum of Voluntary Organisations</p> <p>01480 420601</p> <p>julie@huntsforum.org.uk</p>	Other Public Body representative	Communities and Partnership
<p>King Edward Community Centre Association</p> <p>Leases & manages King Edward Community Centre, Chatteris.</p>	TBC	1	Councillor A Hay	<p>Chris Pope</p> <p>chris.c.pope@btinter.net.com</p> <p>01354 692658</p>	Trustee of a Charity	Communities and Partnership

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<p>Peterborough and Cambridgeshire Community Covenant (Military) Board</p> <p>The Armed Forces Covenant Board aims to improve the outcomes and life choices of military personnel, reservists, their families and veterans living in Cambridgeshire and Peterborough. The Covenant Board also aims to enhance the relationship between civilian and military communities.</p>	4	1	Councillor M McGuire (Con)	<p>Sarah Ferguson Assistant Director: Housing, Communities & Youth Community & Safety</p> <p>01223 729099</p> <p>sarah.ferguson@cambridgeshire.gov.uk</p> <p>Anita Howard Community Engagement Manager Strengthening Communities</p> <p>01223 715588</p> <p>anita.howard@cambridgeshire.gov.uk</p>	Other Public Body representative	Communities and Partnership

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<p>Soham & District Sports Association Management Committee</p> <p>Charity providing sport for the local community.</p>	4	1	Councillor M Goldsack (Con)	<p>Mrs Sharon Hickmott Manager Ross Peers Sports Centre College Close Soham ELY CB7 5HP</p> <p>01353 722662</p> <p>sdsa@rosspeers-sportscentre.co.uk</p>	Unincorporated Association Member	Communities and Partnership
<p>St Neots Museum Management Committee</p> <p>Provides advice and management support to St Neots Museum for the benefit of the local community.</p> <p>The museum curator is Liz Davies.</p>	2	1	Councillor D Wells (Con)	<p>Geoff Watts Chairman</p> <p>01480 214163</p> <p>curators@stneotsmuseum.org.uk</p>	Other Public Body representative	Communities and Partnership

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<p>Wisbech Community Development Trust</p> <p>A charity organisation, set up in November 2001, to manage the Oasis Community Centre. The new Centre was built in March 2005 and is available to the whole community.</p> <p>The Trust is made up of 13 Trustees, 9 of these are local residents and 4 are representatives from strategic organisations, one from Fenland District Council (FDC), NHS, College of West Anglia (CWA) as well as one from Cambridgeshire County Council. The Trustees employ staff to do the day-to-day running of the Centre and oversee that this happens to the benefit of the community.</p>	tbc	1	Vacant (Con)	<p>Chris Stevens Oasis Centre & Trust Manager Wisbech Community Development Trust Oasis Community Centre St. Michael's Avenue WISBECH PE13 3NR</p> <p>01945 461526</p> <p>contact@theoasiscentre.co.uk</p>	Trustee of a Charity and Company Director	Communities and Partnership

APPOINTMENTS TO INTERNAL ADVISORY GROUPS AND PANELS

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	COMMITTEE TO APPROVE
<p>County Advisory Group on Archives and Local Studies</p> <p>The County Archives and Local Studies Advisory Group exists to provide a forum for those who share an interest in the preservation and use of the documentary heritage of Cambridgeshire (including the historic county of Huntingdonshire).</p>	2	4	<p>Councillor M Goldsack (Con) Councillor S Taylor (Ind) Councillor C Richards (L) Councillor A Taylor (LD)</p> <p>Councillor N Harrison (LD) (<u>substitute</u>)</p>	<p>Alan Akeroyd Archives & Local Studies Manager</p> <p>alan.akeroyd@cambridgeshire.gov.uk</p> <p>01223 699489</p>	Communities and Partnership
<p>Innovate and Cultivate Fund Bid Assessment Panel</p> <p>To consider bids to the Innovate and Cultivate Fund which will result in the commissioning of services being delivered by others to communities in Cambridgeshire.</p>	TBC	5	<p>Councillor S Criswell (Con) Councillor M Goldsack (Con) Councillor L Every (Con) Councillor B Ashwood (Lib Dem) Councillor C Richards (Lab)</p> <p>Substitutes: Councillor A Costello (Con) Councillor A Taylor (Lib Dem)</p>	<p>Elaine Matthews</p> <p>Elaine.Matthews@cambridgeshire.gov.uk</p> <p>01223 706385</p>	Communities and Partnership

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	COMMITTEE TO APPROVE
<p>Poverty Working Group</p> <p>Cross party working group to lead the development of a poverty/ social mobility strategy and action plan. The full scope of the work to be determined by the working group, which is expected to start work as soon as practically possible.</p>	<p>Monthly for Four Months</p>	<p>7</p>	<ol style="list-style-type: none"> 1. Councillor Costello (Con) 2. Councillor Criswell (Con) 3. Councillor Dupre (LD) 4. Councillor French (Con) 5. Councillor Richards or Meschini (to be confirmed) (Lab) 6. Councillor T Sanderson (Ind.) 7. Councillor S Hoy (appointed by CYP Committee) 	<p>Sarah Ferguson</p> <p>Sarah.Ferguson@cambridgeshire.gov.uk</p> <p>01223 729099</p>	<p>Communities and Partnership</p>
<p>Shared Services Working Group</p> <p>To discuss shared opportunities between Cambridgeshire County Council and Peterborough City Council and to participate in joint workshops along with officers and other members.</p>	<p>TBC</p>	<p>5</p>	<p>Councillor S Bywater (Con) Councillor S Count (Con) Councillor S Criswell (Con) Councillor N Harrison (Lib Dem) Councillor E Meschini (Lab)</p> <p>Substitutes: Councillor I Bates (Con) Councillor R Hickford (Con) Councillor P Hudson (Con) Councillor P Downes (Lib Dem) Councillor L Dupre (Lib Dem) Any Labour Councillor to sub</p>	<p>Lynsey Barron Peterborough and Cambridgeshire Shared Services Programme Manager</p> <p>lynsey.barron@cambridgeshire.gov.uk</p> <p>01223 699060</p>	<p>Communities and Partnership</p>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	COMMITTEE TO APPROVE
<p>The Library Presents</p> <p>The Library Presents brings a high quality, diverse selection of arts activities into the heart of villages and towns across the county, including performances, exhibitions and film, digital art and workshops.</p>	4	1	Councillor L Nieto (Con)	<p>Joanne Gray</p> <p>Joanne.Gray@cambridgeshire.gov.uk</p> <p>01223 715476</p>	Communities and Partnership

