

**COMMUNITIES AND PARTNERSHIP COMMITTEE – AGENDA PLAN AND APPOINTMENTS – JUNE 2019**

*To:* **Communities and Partnership Committee**

*Meeting Date:* **4th July 2019**

*From:* **Adrian Chapman  
Service Director: Communities and Safety**

*Electoral division(s):* **All**

*Forward Plan ref:* **Not applicable**      *Key decision:* **No**

*Purpose:* **To review the Committee's agenda plan and to consider, review and agree any appointments to outside bodies, internal advisory groups / panels, partnership liaison and advisory groups or Council Champion appointments within the Committee's remit.**

*Recommendation:* **It is recommended that the Committee:**

- a) Review its agenda plan attached at Appendix 1;**
- b) Agree the appointments to The Library Presents and the County Advisory Group on Archives and Local Studies, as detailed in Appendix 2; and**
- c) Note the removal of the Libraries Steering Group from the list of internal advisory groups.**

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## **1. BACKGROUND**

- 1.1 This Committee reviews its agenda plan at every meeting and reviews its appointments to Outside Bodies and Internal Advisory Groups and Panels on an annual basis at its May meeting, although occasionally additional appointments are required during the year.
- 1.2 The County Council's Constitution states that the Communities and Partnership Committee has the 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.

## **2 AGENDA AND TRAINING PLANS**

- 2.1 The Agenda Plan is attached at **Appendix 1**.

## **3. APPOINTMENTS**

- 3.1 Following the appointments to Outside Bodies and Internal Advisory Groups that were made at the Communities and Partnership Committee meeting on 30th May 2019, the following changes, as listed in **Appendix 2**, are proposed:
  - Councillor Lina Nieto to be appointed as the representative on 'The Library Presents'; and
  - Councillors Kevin Cuffley, Claire Richards, Amanda Taylor and Simone Taylor to be appointed as representatives to the County Advisory Group on Archives and Local Studies.
- 3.2 On 13th February 2018, the then Highways and Infrastructure Committee agreed that the Libraries Steering Group had served its purpose and should be dissolved. Therefore, the appointments to this group made by the Communities and Partnership Committee during its meeting on 30th May 2019 are not required and this group has been removed from the Internal Advisory Groups list.
- 3.3 Should any further appointments arise between publication of the agenda and the Committee meeting they will be orally reported.

## **4. ALIGNMENT WITH CORPORATE PRIORITIES**

### **4.1 A good quality of life for everyone**

*There are no significant implications for this priority.*

### **4.2 Thriving places for people to live**

*There are no significant implications for this priority.*

### **4.3 The best start for Cambridgeshire's children**

*There are no significant implications for this priority.*

## 5. SIGNIFICANT IMPLICATIONS

5.1 There are no significant implications within these categories:

- Resource Implications
- Procurement/Contractual/Council Contract Procedure Rules Implications
- Statutory, Legal and Risk Implications
- Equality and Diversity Implications
- Engagement and Communications Implications
- Localism and Local Member Involvement
- Public Health Implications

Implications	Officer Clearance
<b>Have the resource implications been cleared by Finance?</b>	Not applicable
<b>Have the procurement/contractual/Council Contract Procedure Rules implications been cleared by Finance?</b>	Not applicable
<b>Has the impact on statutory, legal and risk implications been cleared by LGSS Law?</b>	Not applicable
<b>Have the equality and diversity implications been cleared by your Service Contact?</b>	Not applicable
<b>Have any engagement and communication implications been cleared by Communications?</b>	Not applicable
<b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b>	Not applicable
<b>Have any Public Health implications been cleared by Public Health</b>	Not applicable

Source Documents	Location
None	

<b>COMMUNITIES AND PARTNERSHIP COMMITTEE AGENDA PLAN</b>		Cambridgeshire County Council	<u><b>Appendix 1</b></u>
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### 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 five clear working days before the meeting.

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
<b>04/07/19</b>	Innovate & Cultivate Fund – Endorsement of Recommendations	Elaine Matthews	Not applicable	<b>21/06/2019</b>	<b>26/06/2019</b>
	Shared and Integrated Services Programme	Amanda Askham	Not applicable		
	People & Communities Risk Register	Adrian Chapman	Not applicable		
	Think Communities Update – July 2019	Adrian Chapman	Not applicable		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
	County Council's Approach to Addressing Housing and Homelessness	Sarah Ferguson	Not applicable		
	Budget Monitoring - Finance and Performance Report	Tom Kelly / Martin Wade / Adrian Chapman	Not applicable		
	Community Champions Oral Update	Community Champions	Not applicable		
	Agenda Plan, Training Plan and Appointments to Outside Bodies and Council Champions	Adrian Chapman / S Ferguson/ C May	Not applicable		
<b>08/08/19 Meeting &amp; Workshop</b>	Adult Learning & Skills Service – Final Proposals for Arm's Length Service	Pat Carrington	Key Decision	<b>26/07/2019</b>	<b>31/07/2019</b>
	Coroners Service Annual Report	Christine May	Not applicable		
<b>05/09/19</b>	Service Business Planning	Adrian Chapman	Not applicable	<b>23/08/2019</b>	<b>28/08/2019</b>
	Cambs 2020 Update	Adrian Chapman	Not applicable		
	Service Delivery Board Quarterly Report	Ian Phillips	Not applicable		
	Libraries & Civic Partnership Project Update	Christine May	Not Applicable		
	Support Cambridgeshire	Sarah Ferguson	Key Decision		
	Review of the C&P Committee	Adrian Chapman	Not applicable		
	Budget Monitoring - Finance and Performance Report	Tom Kelly / Martin Wade / Adrian Chapman	Not applicable		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
	Community Champions Oral Update	Community Champions	Not applicable		
	Agenda Plan, Training Plan and Appointments to Outside Bodies and Council Champions	Adrian Chapman / S Ferguson/ C May	Not applicable		
<b>10/10/19</b>	Business Planning	Adrian Chapman	Not applicable	<b>27/09/2019</b>	<b>02/10/2019</b>
	Hate Crime Update	Rob Hill	Not applicable		
	Registration Service Annual Report	Christine May	Not applicable		
	Budget Monitoring - Finance and Performance Report	Tom Kelly / Martin Wade / Adrian Chapman	Not applicable		
	Community Champions Oral Update	Community Champions	Not applicable		
	Agenda Plan, Training Plan and Appointments to Outside Bodies and Council Champions	Adrian Chapman / S Ferguson/ C May	Not applicable		
<b>21/11/19</b>	Part Workshop focused on Demand Management	Adrian Chapman	Not applicable	<b>08/11/2019</b>	<b>13/11/2019</b>
	Local Council Plan Progress Report	Sarah Ferguson	Not applicable		
	Adult Skills 6-monthly report	Pat Carrington	Not applicable		
	Budget Monitoring - Finance and Performance Report	Tom Kelly / Martin Wade / Adrian Chapman	Not applicable		
	Community Champions Oral Update	Community Champions	Not applicable		
	Agenda Plan, Training Plan and Appointments to Outside Bodies and Council Champions	Adrian Chapman / S Ferguson/ C May	Not applicable		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
<b>12/12/19</b>	Business Planning	Adrian Chapman	Not applicable	<b>29/11/2019</b>	<b>04/12/2019</b>
	Budget Pressures	Adrian Chapman	Not applicable		
	Cambs 2020 Update	Adrian Chapman	Not applicable		
	Libraries & Civic Partnership Project Update	Christine May	Not Applicable		
	Innovate and Cultivate Fund – Endorsement of Recommendations	Elaine Matthews	Not applicable		
	Budget Monitoring - Finance and Performance Report	Tom Kelly / Martin Wade / Adrian Chapman	Not applicable		
	Community Champions Oral Update	Community Champions	Not applicable		
	Agenda Plan, Training Plan and Appointments to Outside Bodies and Council Champions	Adrian Chapman / S Ferguson/ C May	Not applicable		
<b>23/01/20</b>	Demand Management Update	Adrian Chapman	Not applicable	<b>10/01/2020</b>	<b>15/01/2020</b>
	Innovate & Cultivate Fund – End of Year Evaluation Report	Elaine Matthews	Not applicable		
	Budget Monitoring - Finance and Performance Report	Tom Kelly / Martin Wade / Adrian Chapman	Not applicable		
	Community Champions Oral Update	Community Champions	Not applicable		
	Agenda Plan, Training Plan and Appointments to Outside Bodies and Council Champions	Adrian Chapman / S Ferguson/ C May	Not applicable		
<b>(13/02/20)</b>	<b>RESERVE DATE</b>				

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
<b>12/03/20</b>	Innovate & Cultivate Fund – End of Year Evaluation Report	Elaine Matthews	Not applicable	<b>28/02/2020</b>	<b>04/03/20</b>
	Cambs 2020 Update	Adrian Chapman	Not applicable		
	White Ribbon Campaign Update	Rob Hill	Not applicable		
	Libraries & Civic Partnership Project Update	Christine May	Not applicable		
	Budget Monitoring - Finance and Performance Report	Tom Kelly / Martin Wade / Adrian Chapman	Not applicable		
	Community Champions Oral Update	Community Champions	Not applicable		
	Agenda Plan, Training Plan and Appointments to Outside Bodies and Council Champions	Adrian Chapman / S Ferguson/ C May	Not applicable		



## CAMBRIDGESHIRE COUNTY COUNCIL APPOINTMENTS TO OUTSIDE BODIES

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<b>The Library Presents</b>  '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.	To be confirmed	1	<del>Councillor L Harford (Con)</del>  <b>Councillor L Nieto (Con)</b>	To be confirmed	To be confirmed	Communities and Partnership  (formerly HCI)

## CAMBRIDGESHIRE COUNTY COUNCIL APPOINTMENTS TO INTERNAL ADVISORY GROUPS AND PANELS

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	COMMITTEE TO APPROVE
<b>County Advisory Group on Archives and Local Studies</b>  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).	2	4	<del>Councillor T Sanderson (Ind)</del> <del>Councillor J Scutt (L)</del> <del>Councillor A Taylor (LD)</del> <del>Councillor P Topping (Con)</del>  <b>Councillor K Cuffley (Con)</b> <b>Councillor C Richards (Lab)</b> <b>Councillor A Taylor (Lib Dem)</b> <b>Councillor S Taylor (Ind)</b>  Councillor N Harrison (Lib Dem) ( <u>substitute</u> )	Alan Akeroyd Archives & Local Studies Manager  01223 699489 <a href="mailto:alan.akeroyd@cambridgeshire.gov.uk">alan.akeroyd@cambridgeshire.gov.uk</a>	Communities and Partnership  (formerly HCI)
<b>Libraries Steering Group</b>	To be confirmed	5	<del>Vacancy</del> <del>Councillor Criswell</del> <del>Councillor Joseph</del> <del>Councillor A Taylor</del> <del>Councillor J Scutt</del>	<del>Christine May, Interim Service Director (Infrastructure Management)</del>	Communities and Partnership  (formerly HCI)