

Thursday, 22 September 2022

Democratic and Members' Services

Fiona McMillan
Monitoring Officer

14:00

New Shire Hall
Alconbury Weald
Huntingdon
PE28 4YE

Red Kite Room

New Shire Hall, Alconbury Weald, Huntingdon, PE28 4YE

AGENDA

Open to Public and Press

CONSTITUTIONAL MATTERS

1 Apologies for Absence and Declarations of Interest

*Guidance on declaring interests is available at
<http://tinyurl.com/ccc-conduct-code>*

2 Minutes - 21 July 2022

5 - 22

3 Public Questions and Petitions

KEY DECISION

4 Household Support Fund Update

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DECISIONS

5	Communities Capital Fund – Recommendations of Steering Group	33 - 46
6	Communities, Social Mobility and Inclusion Committee Agenda Plan	47 - 50

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The Communities, Social Mobility and Inclusion comprises the following members:

Councillor Tom Sanderson (Chair) Councillor Hilary Cox Condrón (Vice-Chair) Councillor Henry Batchelor Councillor Ken Billington Councillor Adela Costello Councillor Steve Criswell Councillor Claire Dauntón Councillor Douglas Dew Councillor Janet French Councillor Bryony Goodliffe Councillor Ros Hathorn Councillor Lucy Nethsingha Councillor Keith Prentice Councillor Dan Schumann and Councillor Philippa Slatter

Clerk Name:	Nick Mills
Clerk Telephone:	01223 699763
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Communities, Social Mobility and Inclusion Committee Minutes

Date: Thursday 21st July 2022

Time: 10:00am- 12:55pm

Venue: New Shire Hall, Alconbury Weald

Present: Councillors Tom Sanderson (Chair), Hilary Cox Condron (Vice-Chair), Henry Batchelor, Adela Costello, Steve Criswell, Claire Daunton, Janet French, Ian Gardener, Bryony Goodliffe, Ros Hathorn, Jonas King, Lucy Nethsingha, Philippa Slatter.

61. Notification of the Chair and Vice Chair

The Committee noted that Councillor Tom Sanderson had been appointed Chair of the Communities, Social Mobility and Inclusion Committee, and Councillor Hilary Cox Condron appointed Vice-Chair, by Full Council on 10th May 2022 for the municipal year 2022/23.

62. Apologies for Absence and Declarations of Interest

Apologies were received from Councillors Ken Billington (substituted by Councillor Ian Gardner), Doug Dew, Keith Prentice (substituted by Councillor Jonas King) and Dan Schumann.

Councillor Gardener declared a non-statutory disclosable interest in agenda item 7 (Communities Capital Fund), as the local member for Alconbury and Kimbolton.

Councillor Claire Daunton declared a non-statutory disclosable interest in agenda item 9 (Cambridgeshire Archives Service), as a former representative of South Cambridgeshire District Council on the County Advisory Group on Archives and Local Studies.

63. Minutes – 14 April 2022 and Action Log

While discussing the minutes of the previous Committee meeting, one Member noted that a project in March had still not received any of its grant funding from the Communities Capital Fund, and expressed concern that other projects might also still be awaiting funds.

The minutes of the meeting held on 14 April 2022 were agreed as a correct record and were signed by the Chair.

64. Petitions and Public Questions

There were no petitions or public questions.

65. Household Support Fund

The Committee received a report which presented the findings of an evaluation of the operation of the Household Support Fund (HSF) between October 2021 and March 2022, and which also provided an update on the delivery of the Household Support Fund and associated activity in the 2022-23 financial year. Data that had been collated as part of the evaluation, set out in section 2.2 and Appendix 1 of the report, demonstrated that the fund had generally reached its target recipients, with a broad correlation between how deprived an area was and how much resources were received in the area through the HSF.

However, the evaluation and accompanying consultations with partner organisations and recipients of the fund also concluded that the HSF's sticking plaster approach of simply providing financial support, while effective in the short-term, failed to address underlying issues of poverty and exclusion. Sections 2.3 and 2.4 of the report set out how the Council was planning to expand the scope of the HSF over the next year, with the help of additional Council resources, to address these limitations that were also reflected nationwide. A less transactional, more personalised model would look to address income and expenditure of individuals, as well as the take up of a wide range of services, with an implicit recognition of the importance of income maximisation. A further £750k had been allocated by the Strategy and Resources Committee for this local enhancement of the Government-funded HSF across 2022-23, while members were informed that £300k had also been allocated by the Adults and Health Committee to improve access to income maximisation services across the system.

While discussing the report, Members:

- Paid tribute to the work of officers in managing the HSF, and welcomed the additional resources that had been allocated by the Strategy and Resources Committee and the Adults and Health Committee.
- Highlighted the broad criteria for applicants qualifying for the HSF, and the fact that residents could apply on the basis of struggling with any financial commitments. Work was underway to see whether different services could write to their users to publicise the availability of the HSF, although the Interim Service Director for Communities and Partnerships noted that there were data protection regulations that limited such an approach.
- Sought clarification on the impact of any staff redeployments as a result of the HSF and whether they were affecting the delivery of other services. Noting that the only significantly redeployed member of staff was from the Council's business design team, the Interim Service Director informed Members that staff running the hub were on short term contracts, and clarified that although the approach was not currently funded beyond March 2023, a business case for extension would be considered as part of the Council's next round of business planning.

- Welcomed the provision of posters and fliers promoting the HSF and suggested that they should be made available across the County in places such as libraries and mobile libraries, pharmacies, parish council noticeboards, buses, churches and faith groups to reach those most likely to apply for support. Highlighting that the evaluation of the HSF had identified a deficiency in word-of-mouth publicity for the fund, the Interim Service Director acknowledged the suggestions and emphasised the importance of publicising the fund widely. Noting the valuable role that Councillors could play in this, he undertook to inform all Members of where to obtain posters and fliers for distribution. **Action required**
- Suggested that it would be beneficial to develop a general list of suitable locations to promote support that was available from the Council, in order to inform officers and Councillors, while widening the reach of future publicity campaigns. Noting that distribution lists were usually compiled as part of bespoke communication plans for each individual initiative, the Interim Service Director undertook to establish whether such a core list already existed. **Action required**
- Sought clarification on whether the data compiled in the evaluation report included applicants for the school holiday food voucher scheme. Acknowledging that the voucher scheme was funded by the HSF, the Interim Service Director informed Members that the evaluation data did not include the voucher scheme in its statistics, and instead focused on the wider support that was available.
- Queried when data from the 2021 Census would be published and compared to the findings of the HSF evaluation. Clarifying that there had already been some early releases of Census data, the Interim Service Director confirmed that the HSF would be kept under continuous review and would use data provided from the Census to further inform that analysis.

It was resolved unanimously to:

- a) Note the findings of the evaluation of the operation of the Government-funded Household Support Fund between October 2021 and March 2022; and
- b) Note the update on the delivery of the Household Support Fund and associated activity in the financial year 2022-2023.

66. Decentralisation – The Communities, Social Mobility and Inclusion Committee Perspective

The Committee received a report which detailed how the next steps and design principles for decentralisation agreed by the Strategy and Resources Committee might be best enhanced by the Council's Think Communities approach, and which considered the potential role of the Communities, Social Mobility and Inclusion Committee in relation to the governance process for the pilot projects that would be undertaken. Further proposals for the pilots would be considered by the Strategy and Resources Committee at its meeting in September 2022. Highlighting the difference between the Think Communities service itself and the broader, Council-wide Think Communities

approach, the Interim Director for Communities and Partnerships emphasised that the underlying approach was what would drive the decentralisation process, with the role of the Think Communities service restricted more to its delivery by the delivery's limited scope and resources.

While discussing the report, Members:

- Sought clarification on the relationship between the Think Communities service's Community Connectors and district council's Community Development Officers, suggesting that the role of officers at partner authorities seemed to be more involved with those seeking support. Arguing that there should not be too much difference in the way that the different teams worked across the various local authorities, the Interim Service Director noted that the different councils worked in different areas, and the purpose of the Community Connectors was to provide a bridge for community groups and members of the public to the relevant directorates and officers in the Council. He acknowledged that it was important to ensure there was not a perception of the service minimising engagement, and reassured Members that there was extensive working between officers of the different local authorities.
- Considered whether Community Connectors were unable to realise their full potential due to a lack of resources, and suggested that a focus on community development could lead to other areas, such as local bus services, receiving less attention and support. Acknowledging that limited resources made prioritisation an unfortunate and unwelcome necessity for the team, the Interim Service Director informed Members that officers continuously reviewed how involved they should become with projects.
- Expressed concern that little progress appeared to have been made on decentralisation and sought clarification on when decisions would be made on established proposals, while requesting further information on the pilot schemes being considered by the Strategy and Resources Committee, such as how many there would be and where they would be located. Some Members argued that the decentralisation process represented a significant shift in organisational culture, and while some parts would involve the Communities, Social Mobility and Inclusion Committee, much of it was being undertaken beyond the remit of the Committee. It was also suggested that decentralisation had already begun to take place, with delivery of the Household Support Fund raised as an example. Emphasising that the report had been written to provide an update on the role of Think Communities and both committees in advancing the decentralisation agenda, the Interim Service Director undertook to provide Members with further information on the pilots.

Action required

- Queried how the decentralisation process would occur in service delivery across rural areas, noting the importance of working with local Members.

It was resolved unanimously to:

- a) Endorse the policy framework, design principles and next steps for the Council's approach to decentralisation agreed by the Strategy and Resources Committee;

- b) Support the potential role that the Think Communities service can play in delivering the policy framework for decentralisation;
- c) Agree that the Communities, Social Mobility and Inclusion Committee will oversee learning from the decentralisation pilots on the principles set out in Paragraph 2.3.2 of the report; and
- d) Note the current operational model and funding arrangements for the Think Communities service.

67. Communities Capital Fund

The Committee received a report which provided an update on the 35 projects that had been awarded funding from the Community Capital Fund, and which outlined a proposed governance process for the Committee to review and make decisions on the resources previously awarded to a group of nine projects that had not been completed. It was suggested that a Member-led steering group could assess the projects individually and recommend to the Committee whether to terminate the grant agreement, extend the grant agreement, amend the grant agreement (with no additional financial cost), or invite a new grant application (if amending the agreement required additional financial resources). It was highlighted that the Council's Grants to External Organisations Policy required requests for additional resources to be treated as new applications. Noting that a review of the incomplete projects, along with the current £274k unallocated funding, could lead to up to £1.99m being available for reallocation, the Interim Service Director for Communities and Partnerships suggested that any subsequent grant funding round be called the Cambridgeshire Priorities Capital Fund, to emphasise the change of focus set out in the Council's Strategic Framework.

While discussing the report, Members:

- Welcomed the completion of 26 of the 35 projects that had been awarded funding, and acknowledged the significant restraints that the Covid-19 pandemic had placed on many of the projects.
- Highlighted the importance of assessing social value when considering future grant applications, and queried how the Council approached the issue more widely. Acknowledging the observation, the Interim Service Director informed Members that the Council was increasing its assessment of social value when considering proposals and services, and he noted that the forthcoming business case cycle would be based on triple bottom line accounting, which considered social and environmental value alongside the more traditional financial value.
- Supported the proposal for a steering group to review the incomplete projects and highlighted the importance of assessing them individually. It was suggested that the steering group should take into consideration how close each project was to completion. Members also requested that the steering group meet as soon as possible to minimise the impact that the delay would have on the affected projects.
- Agreed to nominate Members to the steering group after the Committee meeting.

- Raised concerns related to some of the incomplete projects, although it was acknowledged that such matters would be considered by the steering group as part of its review process.

The following amendment to add an additional recommendation was proposed by Councillor Criswell and seconded by Councillor Costello:

- e) As a clearly reasoned exception, award £10,718.76 to Cambridgeshire Highways from the Communities Capital Fund to cover the estimated funding shortfall of the Kimbolton Pedestrian Crossing project.

While discussing the amendment, Members:

- Acknowledged the importance of the project for the local community, and expressed frustration over the delay. Some Members argued that the Council should hold responsibility for the project's cost increase, due to it resulting from an increase in estimated costs made by Council officers, while other Members suggested that cost increases were occurring in all sectors and were not the fault of the Council.
- Observed that construction on the project was scheduled to take place over the summer and that any delay to a decision by the Committee to allocate additional funding would therefore require unplanned borrowing from the parish council's precept, and could result in further additional costs.
- Clarified that the project design could have been amended to ensure it could be completed within the originally allocated budget. It was noted that Kimbolton Parish Council was unwilling to make such amendments as it perceived it would reduce the project's impact.
- Expressed concern that the request did not align with the requirement in the Council's Grants to External Organisations Policy for a new application to be made if additional funding was sought, and suggested that making such an exception would set a precedent and undermine the proposed process for reviewing incomplete schemes. Members also expressed concern about making a decision to allocate funding without being provided with sufficient information and an appropriate level of scrutiny beforehand, and argued that the steering group would be able to carry out a review in a fairer and more transparent manner.
- Queried whether an officer had the delegated authority to award any additional funding if the steering group resolved to recommend it, to avoid the need to wait until the next Committee meeting for a decision to be made. The Interim Service Director undertook to investigate whether such a delegation existed. **Action required**

On being put to the vote, the amendment was lost.

It was resolved unanimously to:

- a) Note the progress of the projects awarded funding by the Communities Capital Fund, including eight projects that remain incomplete;
- b) Agree to the formation of a Capital Fund Steering Group, as set out in section 4 of the report;
- c) Agree the draft Terms of Reference for the Capital Fund Steering Group, attached at Appendix 1 of the report;
- d) Nominate seven Members to the Steering Group in alignment with political proportionality of the Council; and
- e) Agree to the proposals set out in Section 6 for the use of currently unallocated funds and further money that is currently allocated to incomplete projects but may be returned to the Fund in the future.

68. Cambridgeshire Skills Six Month Review

The Committee received an update report on key progress made by Cambridgeshire Skills in its delivery plan up to and including the end of the 2021/22 academic year. The service had received a Good rating following its first Ofsted inspection in six years in March 2022, and the Head of Service emphasised highlighted the success of maintaining the previous rating following the impacts of Covid-19 and the fact that the service had undertaken a complete overhaul to meet the requirements and needs set by the Combined Authority and funding regulations in which it operated. While other key developments and successes were set out in section 2 of the report, it was noted that work was required to overcome misconceptions about the cost of adult learning, and he informed Members that a publicity campaign to assist in this was being prepared for the start of the academic year.

While discussing the report, Members:

- Paid tribute to Cambridgeshire Skills for obtaining a Good rating from Ofsted, and noted how important it currently was to provide residents with the necessary support to prepare themselves for work. Members welcomed that the service was reaching its target audience in most places and that it was working well with partners.
- Welcomed collaboration with large employers, but suggested that small and medium-sized businesses should also be provided with opportunities to become involved. Acknowledging the observation, the Head of Service highlighted the importance of working with bodies and employer groups such as the Cambridgeshire Chambers of Commerce and the Federation of Small Businesses.
- Highlighted the importance of online courses, particularly for residents in more rural or isolated areas, but expressed concern about digital exclusion and queried what support was available for people who did not have their own device, sufficient knowledge or suitable internet connection. Noting that Cambridgeshire Skills had a

scheme for providing devices and internet dongles, the Head of Service informed Members that there was a Learner Support Fund, from which people could apply for support for related costs, including travel and childcare. He also emphasised the importance of working with partners on the issue, and targeting the procurement of organisations that already worked with such people to alleviate digital exclusion. The Assistant Director for Skills, Employment and Libraries noted that the Open Door scheme, which was launched in partnership with the library service during the Covid-19 pandemic to promote opportunities to learn.

- Requested an update on any support that the service would provide to the Region of Learning data research platform, which was due to launch on 27th July 2022. Confirming that Cambridgeshire Skills could be involved, despite Region of Learning targeting young people, the Assistant Director for Skills, Employment and Libraries informed Members that the Combined Authority was considering putting it forward for funding from the Shared Prosperity Fund.
- Suggested that the hub and spoke model also needed to target provision in the western part of the County, particularly in St Neots, due to slower rates of employment and business growth in Huntingdonshire. The Head of Service that there was a reasonable level of provision in Huntingdonshire despite there not being a hub, and he informed Members that he was investigating provision in St Neots.
- Sought clarification on how Cambridgeshire Skills monitored the success of its programmes and learners progress into employment. Confirming that the service tracked the progress of learners as they moved into employment, the Head of Service noted that it was sometimes difficult because the process was reliant on learners responding to enquiries.
- Requested information on the levels of enrolment according to age and districts across the County. The Head of Service informed Members that 24% of learners were in Cambridge, 20% were in South Cambridgeshire, 18% were in Fenland, 12% were in Huntingdonshire, and 8% were in East Cambridgeshire, while 12% of learners were from outside the County. He also noted that 18% of learners were under 30, 28% were in their 30s, 28% were in their 40s, 15% were in their 50s, and around 5% were over 70.
- Queried how Cambridgeshire Skills reached out to prospective learners, and sought clarification on the number of prospective learners to whom the information was not reaching. The Head of Service informed Members that various mediums were used, including social media, the Council's communications channel, case studies in the service's brochure, leaflet drops and advertisements in community locations. Cambridgeshire Skills also worked with partners and employers to publicise its courses. He undertook to provide Members with further information on the number of prospective learners who were currently not receiving publicity of any form.

Action required

- Noted that the Covid-19 pandemic had exposed a reliance on the use of community buildings, some of which had not become available for use again.

- Expressed concern about the impact of a Countywide model on staff, and the increased costs that they face due higher fuel costs for travel and higher costs of living.

It was resolved unanimously to:

- a) Note the 6-month progress of Cambridgeshire Skills; and
- b) Identify other priority areas of focus to support the Council's overall priorities.

69. Cambridgeshire Archives Service

The Committee received an update report on the Archives Service since it moved from Shire Hall in Cambridge to a dedicated, state-of-the-art facility in Ely in 2019. Although the Covid-19 pandemic had led to a significant decrease in the number of visitors accessing the archive, a concurrent increase in the number of remote enquiries had led to an increase in income, and was indicative of a general shift in user landscape that had also been reflected in other archives around the Country. The Archives Manager informed Members that since the report had been published, The National Archives (TNA) had awarded the service with Accredited Archive status. This would provide the service with more grant funding opportunities in the future, while also encouraging improvement due to the requirement to reapply every three years with updated requirements from TNA.

While discussing the report, Members:

- Welcomed the accreditation of the service as an Accredited Archive and paid tribute to the work of officers in obtaining the achievement, highlighting the important role of the service in bringing communities together and place-building through knowledge of local heritage and history.
- Queried whether the recent heatwave had caused problems for the service. Noting that it had been the first real test of the facility's infrastructure in Ely, the Head of Libraries, Archives and Culture confirmed that the new archive had worked perfectly and had not been impacted by the warm conditions. However, he informed Members that an ageing air conditioning system in the Huntingdonshire Archives in Huntingdon had caused some problems, although the Council was looking to resolve the issue and avoid such problems reoccurring in the future.
- Queried whether the service was encountering any issues related to staffing or resources. The Archives Manager informed Members that the service was thinly staffed following a series of restructures over the previous decade and that the team was probably of a size more suitable for operating just one site, although he noted that staggering days for opening between the two facilities in Ely and Huntingdon ensured that staff could alternate and keep both venues open. He emphasised the desire to keep both facilities open due to Huntingdonshire previously being a separate county. The service was also attracting grant funding for a project archivist to work on specific projects.

- Highlighted the benefit of visiting archive facilities, paying tribute to the increased levels of accessibility that the service had developed, and sought clarification on whether in-person involvement was proactively encouraged within communities. Noting that the service had developed a scheme to improve previously low levels of interest by schools, the Archives Manager emphasised that the archives were maintained for various uses by the whole community, including children. It was suggested that a project to promote information on the area's LGBTQ history would support the Council's work on equalities and engaging people.

The following amendment to recommendation (b) was proposed by the Chair, seconded by the Vice-Chair and agreed unanimously:

- b) ~~Endorse the current application for~~ **Welcome the achievement of** Accredited Archive status.

It was resolved unanimously to:

- a) Endorse the scope and reach of the Archives Service since its move from Shire Hall to the new archive centre in Ely over 2019-20; and
- b) Welcome the achievement of Accredited Archive status.

70. Domestic Abuse Act 2021 – Update One Year On

The Committee received an update report on the statutory duties that were placed on the Council by the Domestic Abuse Act 2021. Information on how the Council had complied with the requirements was set out in Section 1 of the report, with details on how the funding that had been provided by the Department for Levelling Up, Housing and Communities (DLUHC) to support the work had been used set out in paragraphs 2.1 to 2.8 of the report. Additional funding had also been awarded following successful bids to the Home Office and the Ministry of Justice, which had enabled the extension of various Independent Domestic Violence Advisor (IDVA) posts until March 2025, including a senior IDVA, 2.4 full time equivalent IDVAs for young people under 21, a specific male victim IDVA and a specialist IDVA for those from Black, Asian and minority ethnic communities. A centralised process for carrying out Domestic Homicide Reviews had been set up, while a significant amount of work had been focused on early intervention and prevention, as set out in paragraphs 2.15 to 2.18 of the report.

While discussing the report, Members:

- Sought clarification on the funding for Domestic Homicide Reviews, highlighting that, although it was a statutory requirement, the Home Office did not provide any funding, despite the large amount of time and funding that were required. Noting that the Council continued to campaign for funding from the Home Office and that recent reviews had recommended to the Home Office that they provide funding, the Domestic Abuse and Sexual Violence (DASV) Partnership Manager informed Members that there was an agreement in place with Community Safety Partners to

combine resources into a pooled budget, with any unspent funds being carried in to the next year.

- Expressed concern that no suitable providers had been identified in the procurement of dispersed accommodation provision, and sought clarification on what would happen if Social Housing Providers were also identified as unsuitable. Noting that the Council was now able to approach providers directly following the unsuccessful completion of an open tender, the DASV Partnership Manager reassured Members that social landlords and housing associations were being consulted as to whether they were able to provide the necessary properties, and it was expected that a solution would be found.
- Suggested that hotels and aparthotels could be approached for the provision of accommodation. Acknowledging that hotel accommodation was a useful resource in the short-term that the Council already used, the DASV Partnership highlighted that they were not ideal in the long-term, particularly if victims were accompanied by family, due to their limited amount of space and lack of facilities.

It was resolved unanimously to:

Note the Council's progress towards fulfilling its statutory duty in the Domestic Abuse Act 2021.

71. Communities Social Mobility and Inclusion Committee Performance Report, Quarter 1

The Committee received a report which proposed a new suite of Key Performance Indicators (KPIs) for the services that fell within the Committee's remit, in order to align them with the Council's revised corporate strategy and new performance framework. The Strategy and Resources Committee had also agreed to transfer open actions in the Council's Joint Agreement Action Plan Tracker to oversight by the relevant committees, and attention was drawn to those listed in section 2.4 of the report which had been transferred to the Communications, Social Mobility and Inclusion Committee, although the Interim Service Director for Communities and Partnerships suggested that the action relating to informal and young carers should be overseen by a different committee.

While discussing the report, Members:

- Welcomed the opportunity for input that had been provided to Members during a Committee workshop that had informed the new suite of KPIs.
- Clarified that the removal of some previous KPIs related to inclusion was due to it being a cross-cutting issue that ran throughout all the Council's work, and to ensure that the new suite of KPIs focused on services.
- Clarified that the decision to transfer open actions to the relevant committees had been made by the Strategy and Resources Committee at its meeting in March 2022.

It was resolved unanimously to:

- a) Approve the recommended suite of key performance indicators to be reported to the Committee; and
- b) Note the transfer of elements of the Joint Agreement Action Plan from the Strategy and Resources Committee to the Communities, Social Mobility and Inclusion Committee.

72. Finance Monitoring Report - May 2022

The Committee received the Finance Monitoring Report for People and Communities, as well as Public Health, covering the period to the end of May 2022, which reported that the budgets within the remit of the Committee were currently forecasting a balanced position. Attention was drawn to the challenges faced by the Public Library Services in recovering its level of income to previous levels due to impacts of Covid-19 leading to a lower number of visitors and fewer requests to hire facilities.

While discussing the report, Members paid tribute to the work carried out by the staff of the Library service and supported the precautions and difficult decisions they had been required to make when faced by restrictions that were enforced during the pandemic. It was queried whether the income target for the Public Library Service could be reduced to reflect the challenging circumstances. Noting that the impacts were proving more long-term than had been expected during the 2022/23 business planning process, the Senior Finance Business Partner confirmed that although the target could not currently be revised, it was now being taken into consideration in future planning.

It was resolved unanimously to:

Review and comment on the report.

73. Finance Monitoring Report - Outturn 2021-22

The Committee received the Outturn Finance Monitoring Report for People and Communities, as well as Public Health, for the 2021-22 financial year. The budgets within the remit of the Committee ended the year with an overspend of £198k, with the most significant issues highlighted in Section 2.1.2 of the report, most of which had resulted from impacts of the Covid-19 pandemic. The Interim Service Director informed the Committee that the demographic pressures and changes in natures of types of inquest being undertaken by the Coroner service were providing ongoing pressures on the service, and he suggested there could be a business case for enhanced investment.

It was resolved unanimously to:

Review and comment on the report.

74. Community, Social Mobility and Inclusion Committee Agenda Plan, Training Plan, Appointments to Outside Bodies and Internal Advisory Groups, Panels, and the Appointment of Member Champions

The Committee was asked to review its agenda plan and training plan, appointments to Outside Bodies and Internal Advisory Groups and Panels, and the appointment of the Community Safety Champion.

It was resolved to:

- a) Review its agenda plan attached at Appendix 1 of the report;
- b) Review its training plan attached at Appendix 2 of the report;
- c) Review and confirm the appointments to outside bodies as detailed in Appendix 3 of the report, subject to the appointment of:
 - (i) Councillor Bulat to the ESOL Local Planning Partnership South;
 - (ii) Councillor Hoy to the ESOL Local Planning Partnership North;
 - (iii) Councillor Taylor to the St Neots Museum Management Committee, to replace Councillor Prentice;
- d) Review and confirm the appointments to Internal Advisory Groups and Panels as detailed in Appendix 4 of the report, subject to the appointment of:
 - (i) Councillors Costello and French to the County Advisory Group, to replace Councillors Sanderson and Taylor;
 - (ii) Councillor Daunton to the Cross Party Working Group for Library Services, to replace Councillor Thompson;
 - (iii) Councillor Hathorn to the Cultivate Cambs Fund Bid Assessment Panel, to replace Councillor Thompson;
 - (iv) Councillor Daunton to the Cultivate Cambs Steering Group, to replace Councillor Hathorn; and
- e) Review and confirm the appointment of Councillor Hilary Cox Condron as the Community Safety Champion.

Chair
22nd September 2022

Communities, Social Mobility and Inclusion Committee Minutes Action Log

This is the updated action log as at 21 March 2021, and it captures the actions arising from recent Communities, Social Mobility and Inclusion Committee meetings and updates Members on the progress in complying with delivery of the necessary actions.

Minutes of Committee Meeting Held on 10 March 2022					
49.	CUSPE Policy Challenges Research – How Can We Best Align Partners and Community Assets to Ensure Whole Communities Can Access Opportunities to Enhance Social Mobility?	M Oliver	Present a further report to the Committee once officers have considered the recommendations that emerged from the CUSPE research.	Recommendations will be considered as part of the 22/23 business planning process and any developments we wish to pursue will be incorporated into the plans presented to committee.	Action Complete

52.	Finance Monitoring Report – January 2022	P Fox	Provide Members with a briefing note on how the library service and coroner service overspends are being addressed.	<p>In 2021/2 the service continued to deal with the impacts of the lost income due to Covid-19. The primary source of income is room hire, which was rendered unviable due to restrictions on room occupancy. To mitigate, the service sought new income streams (e.g. £50k from Public Health to operate libraries as flow test distribution centres and vacancy control to reduce expenditure).</p> <p>In 2022/23, the service has a renewed focus on income generation and positioning itself as a service which can be commissioned. Red Quadrant has been appointed to work up an income generation plan / new approaches April – June 2022.</p> <p>The overspends will also be dealt with as part of the normal budget monitoring processes, reports to the Committee, and the 2023-24 business planning process.</p>	Action Complete
Minutes of Committee Meeting Held on 14 April 2022					
57.	Household Support Fund	P Fox	Provide Members with promotional material on the Household Support Fund 2022/23 that could be distributed at local events in communities.	<p>A social media pack was circulated to all Members.</p> <p>Members were also provided with copies of promotional material and advised how additional material could be sourced.</p>	Action Complete

Minutes of Committee Meeting Held on 21 July 2022

65.	Household Support Fund	P Fox	Inform all Members of where to obtain posters and fliers related to the Household Support Fund for distribution.	Members were provided with such information.	Action Complete
			Establish whether a core list of suitable locations to promote support that was available from the Council existed.	Awaiting update.	Action Ongoing
66.	Decentralisation – The Communities, Social Mobility and Inclusion Committee Perspective	P Fox	Provide Members with further information on the decentralisation pilot projects.	Awaiting update	Action Ongoing
67.	Communities Capital Fund	P Fox	Investigate whether an officer had the delegated authority to award any additional funding from the Communities Capital Fund.	Any allocation of additional funding from the CCF needs to be compliant with the Council's Grants to External Organisational policy. This requires a new application should additional funding be required. Any delegation relating to those applications needs to be specifically sought from Committee. Such a delegation, for a specific project, has been sought in Agenda Item 5 (Communities Capital Fund – Recommendations of Steering Group) at the Committee meeting on 22 September 2022.	Action Complete

68.	Cambridgeshire Skills Six Month Review	T Molloy	Provide Members with information on the number of prospective learners who were currently not receiving publicity of any form.	Awaiting update	Action Ongoing
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Household Support Fund Update

To: Communities, Social Mobility and Inclusion Committee

Meeting Date: 22 September 2022

From: Interim Deputy Director for Communities, Employment and Skills, Paul Fox

Electoral division(s): All

Key decision: Yes

Forward Plan ref: 2022/103

Outcome: This report outlines a plan to ensure that the pensioner element of the Household Support Fund is fully spent and therefore drawn down to support vulnerable pensioner households in Cambridgeshire. It also gives some indications of the direction of travel for the third tranche of the Household Support Fund.

Recommendation: The Committee is recommended to:

- a) Spend the available balance of funds within the pensioner element of the second tranche of Household Support Fund with Anglian Water (and potentially Cambridge Water) to support customers of pensionable age who are in arrears on their water bills;
- b) Delegate authority to the Interim Deputy Director: Communities, Employment and Skills to make decisions regarding the practical distribution of the balance of funds; and
- c) Delegate authority to the Interim Deputy Director: Communities, Employment and Skills to respond to the demands of the final guidance for the third tranche of the Household Support Fund until formal decisions can be taken at the CoSMIC meeting on 1 November 2022.

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1. Background

- 1.1 The second tranche of the Household Support Fund covers the period 1 April 2022 to 30 September 2022 inclusive.
- 1.2 Cambridgeshire has been allocated £3,581,424 to spend to support vulnerable households in most need of support to help with significantly rising living costs. Payment is made from the Department for Work and Pensions (DWP) following receipt of a Statement of Grant Usage.
- 1.3 Full guidance for the fund is available on the Government's website (Household Support Fund ([1 April 2022 to 30 September 2022\): Final Guidance for County Councils and Unitary Authorities in England](#)). The following two aspects of the guidance are particularly relevant to this report:
 - (i) At least one third of the total funding will be ring fenced to support pensioners; and
 - (ii) Funds should be spent or committed before 30 September 2022 and cannot be held over for future usage.
- 1.4 In July 2022, a report was presented to the Committee outlining the Council's approach taken to distributing the second tranche of the Household Support Fund. For the pensioner element, the Council has partnered with Age UK Cambridgeshire and Peterborough (Age UK CAP). Age UK CAP have a dedicated team processing applications to the Fund, both as direct applications and referrals from other partners. As part of the application, the team also assess for and offer other support that is available. Once the Age UK CAP team have identified that an award is appropriate, the details are passed to the Council's Anti-Poverty Hub team, who process the award.
- 1.5 While this offer was widely publicised with partners and directly to the public through print materials, social media and local media coverage, take up was slow. Several factors may have contributed to this, including:
 - (i) The pensioner cohort are less likely to consume online media which means communications campaigns take more time to gain traction.
 - (ii) The pensioner cohort are less likely to apply for support.
 - (iii) The pensioner cohort have been inundated with anti-scams and anti-fraud messaging over a long period. This has been successful in reducing the number of pensioners who are victims of such crime, but this also means that legitimate offers of support can be viewed with distrust.
- 1.6 More recently, the Council has been able to access and use data from DWP to identify pensioners in receipt of pension credit. Direct invitations to apply have been sent to this group and some district councils have sent similar invitations to pensioners in receipt of council tax reductions, but not pension credit. This direct marketing has significantly increased the number of people seeking support.
- 1.7 Despite the increased number of people coming forward, projections at the time of writing indicate that the Council will not spend the full allocation for pensioners of approximately £1.2m, and therefore contingency plans are required to enable the full allocated amount to be spent to support vulnerable households in Cambridgeshire.

2 Main Issues

- 2.1 Any contingency plan to ensure maximum spend in this cohort needs to:
- (i) Provide support to individuals that meet the scheme criteria;
 - (ii) Target support to individuals that are most in need;
 - (iii) Recognise the challenges regarding getting pensioners to apply for support;
 - (iv) Use a mechanism that is as minimally burdensome as possible for beneficiaries;
 - (v) Use a mechanism that is as minimally burdensome as possible administratively; and
 - (vi) Be as flexible as possible (to reflect the fact that the demand-led nature of the scheme means that accurate predictions on final expenditure are difficult)
- 2.2 Some authorities have taken the approach of issuing vouchers by letter to large numbers of individuals. There are a number of downsides and risks to this approach:
- (i) A significant cohort will not redeem the voucher at all, either through fear of being scammed or belief that it is marketing material.
 - (ii) Where cash out vouchers have previously been used in large numbers over a short period of time, there have been reports of shops and post offices refusing to redeem the voucher.
 - (iii) For some in this cohort, there are mobility and/or transport challenges involved in accessing a shop or post office with a cash out facility to redeem the voucher.
 - (iv) Most voucher schemes cannot be personalised, and vouchers could be at risk of misappropriation.
 - (v) The major cohort of pensioners that the Council holds contact details for are those in receipt of pension credit. Pensioner households in receipt of this benefit will already be receiving around £1500 of support directly from the Government. This is not to say that this group are not in need, rather that the HSF should also support those in need but not in receipt of pension credit.
- 2.3 Given the challenges around delivery and redemption of vouchers, the Council has been seeking ways to put support directly towards people's bills. It maintains a good partnership relationship with Anglian Water, and the limited and stable number of companies (Anglian Water and Cambridge Water) operating locally makes water the most straightforward bill to target.
- 2.4 The contingency proposal therefore is to use the unspent and unallocated funding from the pensioner element of the HSF to make direct contributions to water bills for pensioner households who are in arrears on their water bills. Targeting those pensioner households who are in arrears on their water bill would mean that the Council is supporting those who are starting to struggle with their bills (water bill arrears are often an early indicator of financial distress), as well as those who have been struggling for some time.
- 2.5 The contributions would be used to deliver a 'payment holiday', where upcoming bills would be reduced (rather than removing amounts from the arrears accrued). This means that money would remain in pensioner household budgets and can be used to meet the increasing cost of living rather than paying their water bills.

- 2.6 At the time of writing this report, some details are yet to be finalised with this arrangement:
- (i) The Council is seeking equity of support across Anglian Water and Cambridge Water. Anglian Water are in principle in agreement, but the Council is yet to receive confirmation from Cambridge Water whether they are amenable to this approach.
 - (ii) The number of households who would be supported - Anglian Water indicate there are approximately 2,800 customers of pensionable age in Cambridgeshire who are in arrears on their water bills. The Council does not currently have similar data for Cambridge Water customers.
 - (iii) Exactly how much each household in arrears would receive - this is dependent on whether both water companies or just one agree to participate. The Council would prioritise spending through the existing scheme with Age UK CAP, as it provides additional benefits in the form of wider referrals and wrap around support. The amount each household in arrears receives would be based on the amount of funding remaining in the pensioner allocation divided by the total number of customers of pensionable age who are in arrears.
- 2.7 At the time of writing this report, the anticipated balance of funds remaining in the pensioner allocation is approximately £800,000. As with the previous tranche of the HSF, the demand-led nature of the scheme means that estimations on the precise amount available are difficult, and the total amount available for utilisation will only become clear in the final days of September 2022.

Household Support Fund 3.0

- 2.8 Draft guidance concerning the third tranche of the Household Support Fund, to run from 1 October 2022 to 31 March 2023, was issued on 26 August 2022.
- 2.9 Grant determinations for each authority are not yet available, pending agreement from the Treasury. The Council's DWP Engagement Lead has suggested that allocations for each authority are likely to be available sometime in the middle of September.
- 2.10 There are a few key changes to the guidance for this tranche of funding:
- (i) There is no ringfence of any proportion of the funding for any particular cohort of people.
 - (ii) There is now a requirement for all authorities to operate at least part of their scheme on an application basis.
 - (iii) There is an expectation for authorities to particularly consider those groups who may not have benefited from any of the recent cost of living support schemes.
 - (iv) Restrictions on the type of support offered remain in place - funding is focused on energy and water, food, essentials linked to energy and water. The Council remains forbidden from funding advice and guidance using this funding.
 - (v) Funding for this grant is likely to be allocated to authorities using the population of each authority weighted by a function of the English Index of Multiple Deprivation - if finalised, this may mean the allocation for Cambridgeshire could be lower than previous tranches.
 - (vi) Management Information reporting requirements for the third tranche of funding have significantly increased with information required concerning particular cohorts of individuals, category of spend and type of support, as well as the number of individual awards and the number of households supported.

- 2.11 None of the changes outlined in the draft guidance necessitate a major change in the way the Council will approach the delivery of the third tranche of the HSF. Some adjustments will be needed to ensure that it is able to meet the increased ask for management information.
- 2.12 While major changes are not anticipated in the final guidance for this tranche of funding, a delegation of authority has been sought in this paper to ensure that the Council is able to respond in a timely manner ahead of the next Committee meeting.

3. Alignment with corporate priorities

The Council's approach to Household Support Fund 3.0 is likely to mirror the approach it took to Household Support Fund 2.0, the implications of which were outlined in the reports brought to the Committee in April and July 2022. The below implications therefore focus on the contingency arrangement outlined in the paper.

3.1 Environment and Sustainability

There are no significant implications for this priority from the contingency arrangement proposed.

3.2 Health and Care

The contingency outlined in the report would allow funding to be spent to support vulnerable pensioner households in Cambridgeshire and free up much needed funds to meet other costs such as increased fuel costs.

3.3 Places and Communities

The contingency outlined in the report would allow funding to be spent to support vulnerable pensioner households in Cambridgeshire and free up much needed funds to meet other costs, such as increased fuel costs.

3.4 Children and Young People

There are no significant implications for this priority from the contingency arrangement proposed.

3.5 Transport

There are no significant implications for this priority from the contingency arrangement proposed.

4. Significant Implications

4.1 Resource Implications

The funding allocation for the second tranche of the Household Support Fund is only available between 1 April 2022 and 30 September 2022, must be used in accordance with the published guidance and cannot be carried forward. Unless contingency arrangements are agreed, the funding will not be drawn down and will therefore be lost to the people of Cambridgeshire. There are no longer term resource expectations or impacts.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

Anglian Water (and Cambridge Water) are classed as public sector organisations and the Council is able to contract with fellow public sector organisations outside procurement regulations.

4.3 Statutory, Legal and Risk Implications

There are no significant implications for this priority.

4.4 Equality and Diversity Implications

There are no significant implications for this priority.

4.5 Engagement and Communications Implications

There are no significant implications for this priority - eligible customers would be proactively identified and informed of the support.

4.6 Localism and Local Member Involvement

There are no significant implications for this priority.

4.7 Public Health Implications

There are no significant implications for this priority.

4.8 Environment and Climate Change Implications on Priority Areas:

4.8.1 Implication 1: Energy efficient, low carbon buildings.

Status: neutral

Explanation: The contingency proposal is about ensuring water customers of pensionable age who are in arrears are able to use money they would otherwise spend on water bills to meet increased costs elsewhere. There are therefore no significant environmental and climate change implications.

4.8.2 Implication 2: Low carbon transport.

Status: neutral

Explanation: As above

4.8.3 Implication 3: Green spaces, peatland, afforestation, habitats and land management.

Status: neutral

Explanation: As above

4.8.4 Implication 4: Waste Management and Tackling Plastic Pollution.

Status: neutral

Explanation: As above

4.8.5 Implication 5: Water use, availability and management:

Status: neutral

Explanation: As above

4.8.6 Implication 6: Air Pollution.

Status: neutral

Explanation: As above

4.8.7 Implication 7: Resilience of our services and infrastructure, and supporting vulnerable people to cope with climate change.

Status: neutral

Explanation: As above

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 Head of Procurement? Yes

Name of Officer: Clare Ellis

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or Pathfinder Legal? Yes

Name of Legal Officer: Amy Brown

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: Paul Fox

Have any Public Health implications been cleared by Public Health?

No

Name of Officer:

If a Key decision, have any Environment and Climate Change implications been cleared by the Climate Change Officer?

Yes

Name of Officer: Emily Bolton

5. Source Documents

- 5.1 [Agenda Item 5 - Household Support Fund \(Committee meeting on 14th April 2022\).](#)
- 5.2 [Agenda Item 5 - Household Support Fund Committee meeting on 21st July 2022\).](#)

Communities Capital Fund – Recommendations of Steering Group on the Future of Incomplete Projects

To:	Communities, Social Mobility, and Inclusion Committee
Meeting Date:	22 September 2022
From:	Interim Deputy Director for Communities, Employment and Skills, Paul Fox
Electoral division(s):	<p>All, with particular relevance to the following:</p> <ul style="list-style-type: none">• Alconbury and Kimbolton• Bar Hill• Godmanchester and Huntingdon South• Littleport• Soham South and Haddenham• The Hemingfords and Longstanton• Wisbech West
Key decision:	No
Outcome:	<p>The paper recommends decisions on a group of Community Capital Fund projects that have not been completed and have extended their original project timelines and grant agreements. These decisions will ensure that any further spend will meet the requirements of the Council's Grants to External Organisations Policy, particularly the requirement that grant expenditure is in line with the Council's objectives and is a cost-effective way of achieving the desired outcomes.</p>
Recommendations:	<p>The Committee is recommended to:</p> <ol style="list-style-type: none">a) Agree a request to amend the Fenstanton Community Hub project plan, where that request is either cost neutral or results in the project requiring an amount less than the financial allocation originally awarded (and where the original outcomes that led to the award of the funding can still be met);b) Terminate the Girton Pavilion grant agreement;c) Extend the existing Godmanchester Football & Sports Association Trust grant agreement with no amendments other than those relating to milestone and completion dates;d) Invite the Kimbolton Parish Council project to submit a new application for additional funding to allow it to complete the project;

- e) Terminate the Stretham Village Centre grant agreement;
- f) Extend the existing Wisbech Park Pavilion grant agreement with no amendments other than those relating to milestone and completion dates;
- g) Extend the existing Littleport Community Hub grant agreement with no amendments other than those relating to milestone and completion dates;
- h) Extend the existing Godmanchester Nursery grant agreement with no amendments other than those relating to milestone and completion dates; and
- i) Subject to recommendation d), delegate authority to approve a new application from Kimbolton Parish Council to the Interim Deputy Director for Communities, Employment and Skills.

Officer contact:

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1. Background

- 1.1 The Cambridgeshire Communities Capital Fund (CCF) was launched on 1 April 2020 and provided £5m to support community-led capital projects across the County.
- 1.2 Over the period of May to September 2022, the Communities and Partnership Committee awarded funding from the CCF to 35 projects.
- 1.3 The Communities Social Mobility and Inclusion Committee received a report at its meeting on 21 July 2022 which provided an update on delivery of the programme. That report recommended a governance structure and review process to enable the Committee to make decisions on eight 'red-rated' projects that had either failed to progress or were incomplete. The Committee agreed to establish a Steering Group to undertake such a review.

2. Review of Incomplete Projects - Process

- 3.1 At its meeting on 21 July 2022, the Committee agreed that there would be no expectation that the Steering Group and the Committee would begin with an assumption that these projects would be supported to completion. The project review process was therefore designed to achieve a reasonable balance between speed (so as to not leave projects 'in limbo' during the review period) and thoroughness and fairness.
- 3.2 All projects under review received a form which officers estimated would take between one and three hours to complete (depending on the complexity of the project). Organisations in receipt of grant funding had just over two weeks to return the form. All projects were issued with the same form, save for details specific to their project, which were pre-populated where possible.
- 3.3 In addition to information held by the Council (such as CCF funding awarded, CCF funding paid to date, routing monitoring information, etc.), the form sought to seek and confirm the grant holders view of:
 - Total project costs;
 - Total expenditure to date;
 - Match funding indicated in original application;
 - Whether match funding requirement has changed since original application;
 - Whether match funding had been secured or applied for (and evidence of the former);
 - Explanation of missed project milestones and delays;
 - Actions required to address delays and hit milestones (plus any interdependencies not in the control of the project);
 - Whether the outcomes in the original project application could still be met;
 - The impact of any withdrawal of CCF funding; and
 - Whether, given the delays, the project still had the demonstrable support of the local community.

- 3.4 The grant holder was also given the opportunity to provide any other information they thought was relevant or which they wished to be considered as part of the review.
- 3.5 Finally, the grant holder was asked to complete a self-assessment exercise, scoring themselves on a scale of 1-10 against the following various criteria:
- Project progress
 - Funding availability
 - Amount of CCF grant used
 - Need for amendments to project plan
 - Barriers still being faced
 - Whether the project would meet its original objectives
 - Level of continued community support for the project
- 3.6 On receipt of responses from the project, the relevant project monitoring officer reviewed the responses considering their knowledge of the project, routine project monitoring documentation, the original project proposal, and the grant agreement (including payment milestones). The project monitoring officers also undertook a scoring exercise using the same questions that formed the self-assessment described in paragraph 3.5 of this report.
- 3.7 Subsequently, an officer group met to review both the information provided and the opinions of the project monitoring officers. It also discussed and moderated the project monitoring officers' scores. Based on this process, the officer group made recommendations to the Capital Fund Steering Group.
- 3.8 The Member-led Steering Group met on 2 September 2022. In advance of the meeting, members were provided with officer recommendations and access to a range of documents that included (but was not limited to):
- The response provided by the lead organisation as described in paragraph 3.3 of this report;
 - The most recent routine project monitoring form;
 - The grant agreement (including milestones for payment); and
 - The comments of the project monitoring officer.
- 3.9 The Steering Group reviewed each project in turn. The project monitoring officer introduced each project, using the form completed by the grant holder to set out the current position of the project. The discussion then assessed the project progress against the criteria agreed by the Committee in July 2022. More general, cross-cutting discussions also took place to ensure that the assessment process was consistent.

4 Steering Group Recommendations

- 4.1 After considering the information detailed above, the member-led Steering Group made a recommendation for each project. The options available for recommendation were agreed by the Committee in June 2022. The recommendations for each individual project, and a summary of the reasons for each one, are set out below.

4.2 Fenstanton Community Hub: Funding Awarded £500k Payments to date £0

- 4.2.1 Recommendation: Agree a request to amend the project plan where that request is either cost neutral or results in the project requiring an amount less than the financial allocation originally awarded (and where the original outcomes that led to the award of the funding can still be met).
- 4.2.2 Summary of Rationale: The project is well supported locally, and where costs have increased the grant holder has put significant effort into identifying and securing other sources of support without seeking an increase in the Council grant. Some of this extra money has already been paid, other amounts have been awarded. Project leads have been responsive and engaged with the Council's project monitoring process and have kept the Council informed of issues and developments with the project. The Council is yet to release any of the CCF element of the funding. A planning application for the project has been submitted, and subject to this application being approved, the release of promised Community Infrastructure Levy funding will be triggered. The steering-group considered that while this project had not progressed, the planning and funding plans were reasonable and well considered. The recommendation is therefore to extend the project plan, amending the milestones to allow payment at appropriate points of project progress. This would allow the original outcomes to be achieved for the amount originally awarded.

4.3 Girton Pavilion: Funding Awarded £275k. Payments to date £0

- 4.3.1 Recommendation: Terminate the grant agreement on the grounds that project completion is unlikely, or that project completion would not achieve the original outcomes in a cost-effective way.
- 4.3.2 Summary of Rationale: The steering group reflected that this project has not really progressed and was a long way from delivery. There was no detailed project plan available against which milestones had been developed. The responses of the grant recipient indicated that costs had increased to exceed the amount originally available (50% from CCF, 50% from Girton Parish Council). This meant that either the project was underfunded (and no alternate source of funding had been identified) or that it would need to be scaled back in a way that the original outcomes could no longer be achieved for the original funding. The steering group considered that the combination of underfunding or reduced outcomes for a project that had not progressed meant that a recommendation of termination was appropriate. The steering group noted that the grant recipient should be informed this would not prevent the project from reapplying for grant funding for the forthcoming Cambridgeshire Priorities Capital Fund (agreed by the Committee at its meeting on 21 July 2022), should it meet the criteria. However, this will be a competitive process and this project would not receive priority.

4.4 Godmanchester Football & Sports Association Trust: Funding Awarded £220k. Payments to date £165k

- 4.4.1 Recommendation: Extend the existing grant agreement with no amendments other than those relating to milestone and completion dates.

- 4.4.2 Summary of Rationale: A significant element of this project has been successfully delivered. The final phase (improvement to an access road) had been delayed as tree felling had to be postponed due to the presence of nesting birds in the trees to be removed. By the time the Committee meets on 22 September 2022, those works will have been completed.
- 4.5 Kimbolton Parish Council – Table Crossing: Funding Awarded £23.6k Payments to date £0
- 4.5.1 Recommendation: Invite the project to submit a new application for additional funding to allow it to complete the project. Also, given the rationale set out in paragraph 4.5.2 of this report, and in line with the Committee's previous discussion on the project at its meeting on 21 July 2022, it was suggested that approval of such an application be delegated to the Interim Deputy Director for Communities, Employment and Skills.
- 4.5.2 Summary of Rationale: Funding was awarded to Kimbolton Parish Council (KPC) for a raised table pedestrian crossing. Delays caused by impacts of the Covid-19 pandemic meant that the cost of the crossing had increased by the time works were ready to commence. The Council's Highways department offered to install a crossing without the raised platform for the money available, but KPC indicated that it did not want this and had a raised table crossing built anyway. In its response form, KPC indicated that if the Council would not meet the shortfall, KPC would pay for the works itself. Officers recommended to the steering group that the amount available to Kimbolton not be amended. This was because:
- They considered that the alternative crossing type could have been built within budget and, while not to KPC's preference, it would have achieved the outcomes originally intended.
 - The original criteria for the CCF stated that it was for use 'only where all other sources of funding have been exhausted, or where Council funding would provide match funding alongside other sources of funding'. By indicating they could pay for the shortfall themselves, KPC therefore put any extra proposed expenditure outside of the scope of the CCF. Extra expenditure (estimated to be £13,374) would also represent avoidable cost to the Council.
- 4.5.3 The Steering Group discussed these arguments but considered that because the delays caused by the impacts of the pandemic had affected the Council's ability to support timely delivery, the Council should meet the shortfall. Under the Council's Grants to External Organisations Policy extra money cannot be awarded without a new application. That application would be invited as part of the existing Community Capital Fund, as opposed to a part of the successor fund. That application would therefore not pre-determine or set a precedent for the criteria for the new fund. On the basis that this issue will have been debated by both the steering group and the Committee, the steering group suggested that the decision on approval of any such application be delegated to the Interim Deputy Director for Communities, Employment and Skills.
- 4.6 Stretham Village Centre: Funding Awarded £500k Payments to date £90k
- 4.6.1 Recommendation: Terminate the grant agreement on the grounds that project completion is unlikely, or that project completion would not achieve the original outcomes in a cost-

effective way.

4.6.2 **Summary of Rationale:** This is a very ambitious project with an indicative Council contribution of £500k towards a project originally costed at £1.6m. There have been verbal indications that the total cost may have increased to over £3m, although amended costs have not been confirmed in writing. Although the project was supported by the Capital Fund in 2020, no match funding has yet been secured, with the response from the project lead speaking of intentions to apply for funds and identifying potential sources of funding. This long and complex project also has several phases and numerous interdependencies, such as land transfer requirements. The Council has also been made aware of community opposition to the scheme. Given the funding gap appears to have increased (and due to inflation is likely to continue to increase until full funding is found), the lack of certainty around funding other than the Council's, alongside the other issues identified above, the steering group felt that project completion was unlikely and that the grant agreement should be terminated. The steering group noted that the grant recipient should be informed this would not prevent the project from reapplying for grant funding for the forthcoming Cambridgeshire Priorities Capital Fund, should it meet the criteria. However, this will be a competitive process and this project would not receive priority.

4.7 **Wisbech Park Pavilion: Funding Awarded £240k Payments to date £0k**

4.7.1 **Recommendation:** Extend the existing grant agreement with no amendments other than those relating to milestone and completion dates.

4.7.2 **Summary of Rationale:** The grant recipient reconsidered their proposal following the CCF award, considering that the proposal may have been underfunded. They consulted the local community and on this basis enhanced their plans. While this resulted in additional costs, they successfully sought additional funding. The Council's assessment is that the original outcomes will not only be met but exceeded because of the amendments. The project is awaiting planning permission and is scheduled to start construction in November 2022 with an estimated completion date of March 2023. While the changes described above would necessitate a change in the milestones and other elements of the grant agreement, no other CCF resource has been sought and the steering group recommended that the Council's support for the project should continue.

4.8 **Littleport Community Hub: Funding Awarded £406k Payments to date £338k**

4.8.1 **Recommendation:** Extend the existing grant agreement with no amendments other than those relating to milestone and completion dates.

4.8.2 **Summary of Rationale:** This project is almost complete with an estimated completion date of the end of September 2022. No barriers to completion have been identified. The project suffered cost increases due to delays related to the pandemic, including planning delays. The project leads addressed this by successfully obtaining match funding from other sources.

4.9 **Godmanchester Nursery: Funding Awarded £190k Payments to date £180k**

4.9.1 **Recommendation:** Extend the existing grant agreement with no amendments other than

those relating to milestone and completion dates.

- 4.9.2 Summary of Rationale: This project is essentially complete within budget and with match funding achieved. The small element unspent relates to uncompleted groundworks.

5 Reallocation of unspent or returned funds

- 5.1 As noted at the Committee meeting on 21 July 2022, the CCF currently has £274k available for allocation. Termination of the two projects identified in paragraphs 4.3 and 4.6 of this report would result in a further £685k becoming available. Should the recommendation on the project set out in paragraph 4.5 of this report be accepted, an estimated £13,423 expenditure would be required. This would leave £945k available for allocation through the Cambridgeshire Priorities Capital Fund, as agreed by the Committee. Proposals for that fund will be brought to a future Committee meeting.

6 Alignment with corporate priorities

- 6.1 Environment and Sustainability
A number of funded projects are specifically aimed at improving the local environment or enhancing green and open space
- 6.2 Health and Care
The Fund sought to improve the health, wellbeing, social and economic opportunities, and outcomes in communities, thereby helping to create or enhance a good quality of life for everyone.
- 6.3 Places and Communities
The Fund invited and approved applications that evidenced community need and that were community led and delivered.
- 6.4 Children and Young People
Several funded projects are specifically aimed at developing infrastructure, facilities and opportunities for children and young people.
- 6.5 Transport
Some funded projects include road enhancements

7 Significant Implications

- 7.1 Resource Implications
The capital investment set out in this report was approved at Full Council in February 2020. No new resource is requested. Resource in the Fund that was indicatively allocated to projects would become available for reallocation under the auspices of the new Cambridgeshire Priorities Capital Fund

- 9.2 Procurement/Contractual/Council Contract Procedure Rules Implications
Any new round of funding allocations would need to comply with the requirements of the Council's Grants to Voluntary Organisations Policy.
- 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.
- 9.3 Statutory, Legal and Risk Implications
Successful funding awards have been made subject to the applicant accepting the Council's grant agreement terms and conditions. There is some partnership risk should projects be terminated by the Committee. Conversely, there is a similar risk should projects continue that are no longer supported by their communities.
- 9.4 Equality and Diversity Implications
The Council's public sector equality duty and its commitment to reducing inequality will need to be considered should a new round of funding be undertaken. This may mean taking factors such as deprivation into account when assessing applications to any such fund.
- 9.5 Engagement and Communications Implications
The projects recommended for termination are both run by parish councils. The Council would need to make itself available to those councils to explain the rationale for the decisions in detail. There may be other community or local media interest.
- 9.6 Localism and Local Member Involvement
Members were actively involved in the development of the review process and a Member-led steering group has been established to review the projects and make recommendations to the Committee.
- 9.7 Public Health Implications
The Community Capital Fund provided an opportunity for communities to secure funding that, combined with their own assets, has enabled them to develop interventions that will improve the health and wellbeing of their community members. There has also been the opportunity for communities to, as part of the process, further strengthen their skills and assets. The termination of two projects could arguably remove opportunities in two communities, but it is the opinion of officers and the steering group that these opportunities are unlikely to be delivered or delivered in a cost-effective way.
- 9.8 Environment and Climate Change Implications on Priority Areas (See further guidance in Appendix 2):
- 9.8.1 Implication 1: Energy efficient, low carbon buildings.
Positive/neutral/negative Status: Positive
Explanation: As buildings are being refurbished and modernised, energy efficient measures are being installed. Any new builds must comply with the latest energy efficient regulations.

- 9.8.2 Implication 2: Low carbon transport.
Positive/neutral/negative Status: Positive
Explanation: Providing new and/or improved community facilities will reduce the need for people to travel to access services and facilities at other towns.
- 9.8.3 Implication 3: Green spaces, peatland, afforestation, habitats and land management.
Positive/neutral/negative Status: Neutral
Explanation: Some individual projects will develop or enhance open spaces because of the capital project
- 9.8.4 Implication 4: Waste Management and Tackling Plastic Pollution.
Positive/neutral/negative Status: Neutral
Explanation: n/a
- 9.8.5 Implication 5: Water use, availability and management:
Positive/neutral/negative Status: Neutral
Explanation: n/a
- 9.8.6 Implication 6: Air Pollution.
Positive/neutral/negative Status: Neutral
Explanation: n/a
- 9.8.7 Implication 7: Resilience of our services and infrastructure and supporting vulnerable people to cope with climate change.
Positive/neutral/negative Status: Neutral
Explanation: Neutral in terms of the changes to individual projects that are the focus of this paper.

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 Head of Procurement? Yes
Name of Officer: Clare Ellis

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer? Yes
Name of Legal Officer: Amy Brown

Have the equality and diversity implications been cleared by your Service Contact? Yes
Name of Officer: Paul Fox

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: Paul Fox

Have any Public Health implications been cleared by Public Health?

No

Name of Officer:

8 Source Documents

- 8.1 [Agenda Item 7 – Communities Capital Fund \(Committee meeting on 21 July 2022\).](#)

Communities, Social Mobility and Inclusion Committee Agenda Plan

Published on 1 September 2022

Notes

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.

The following are standing agenda items which are considered at every Committee meeting:

- Minutes of previous meeting and Minutes Action Log
- Agenda Plan, Training Plan and Appointments to Outside Bodies and Internal Advisory Groups and Panels

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
22/09/22	Household Support Fund Update	P Fox	2022/103	09/09/22	13/09/22
	Communities Capital Fund – Recommendations of Steering Group	P Fox			
01/11/22	Anti-Poverty and Social Mobility	P Fox		21/10/22	24/10/22
	Youth in Communities	M Oliver			
	Library Service Review Update	G Porter			
	Cambridgeshire and Peterborough Coroner Service Annual Report	P Gell			
	Support for Community Repair, Recycling, Upcycling and Reuse Initiatives	A Askham			

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Business Planning Update for 2022-27	T Kelly			
	Finance Monitoring Report	C Andrews			
08/12/22	Anti-Poverty and Social Mobility	P Fox		28/11/22	30/11/22
	Cambridgeshire Registration Service Annual Report	P Gell			
	Cambridgeshire and Peterborough Trading Standards Annual Report	C Pawson			
	Decentralisation in Action	P Fox			
	Support Cambridgeshire Annual Report	M Oliver			
	Cultivate Cambs – Endorsement of Recommendations (December 2022)	M Oliver			
	Review of Draft Revenue Business Planning Proposals for 2023-28	T Kelly			
	Finance Monitoring Report	C Andrews			
<i>[12/01/23] Reserve date</i>					
23/03/23	Anti-Poverty and Social Mobility	P Fox		13/03/23	15/03/23
	Cambridgeshire Skills Six-Month Review	T Molloy			
	Libraries Service Annual Report	G Porter			
	Finance Monitoring Report	C Andrews			
	Cultivate Cambs – Endorsement of Recommendations	L Parrett			

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
<i>[04/05/23]</i> <i>Reserve date</i>					

Please contact Democratic Services (democraticservices@cambridgeshire.gov.uk) if you require this information in a more accessible format.

