

# COMMUNITIES AND PARTNERSHIP COMMITTEE



**Thursday, 03 September 2020**

**Democratic and Members' Services**

Fiona McMillan  
Monitoring Officer

**10:00**

Shire Hall  
Castle Hill  
Cambridge  
CB3 0AP

## **COVID-19**

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

## **AGENDA**

**Open to Public and Press**

### **CONSTITUTIONAL MATTERS**

**1 Apologies for absence and declarations of interest**

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

**2a Minutes of the Meeting Held on 6th August 2020**

View minutes here: Minutes - [6th August 2020](#)

**2b Communities and Partnership Committee Action Log**

**3 - 6**

**3 Petitions and Public Questions**

### **DECISIONS**

<b>4</b>	<b>Cambridgeshire and Peterborough Coroner Service Annual Report</b>	<b>7 - 18</b>
<b>5</b>	<b>Cambridgeshire County Council's Response to Covid-19</b> <i>Report to follow</i>	
<b>6</b>	<b>Report of the Service Director for Communities and Partnerships</b>	<b>19 - 46</b>
<b>7</b>	<b>Voluntary and Community Sector - Infrastructure Support Agreement</b>	<b>47 - 54</b>
<b>8</b>	<b>Communities Capital Fund - Endorsement of Recommendations (September 2020)</b>	<b>55 - 66</b>
<b>9</b>	<b>Community Champions Oral Updates</b>	
<b>10</b>	<b>Communities and Partnership Committee Agenda Plan</b>	<b>67 - 70</b>

The Communities and Partnership Committee comprises the following members:

Councillor Steve Criswell (Chairman) Councillor Lina Nieto (Vice-Chairwoman)

Councillor Barbara Ashwood Councillor Henry Batchelor Councillor Adela Costello Councillor Lis Every Councillor Janet French Councillor Elisa Meschini Councillor Mandy Smith and Councillor Amanda Taylor

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

Clerk Name: Nick Mills

Clerk Telephone: 01223 699763

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**COMMUNITIES AND  
PARTNERSHIP COMMITTEE****MINUTES ACTION LOG****Agenda Item No: 2b**

This is the updated minutes action log as of 25th August and captures the actions arising from the most recent Communities and Partnership Committee meetings and updates Members on the progress of compliance in delivering the necessary actions.

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
<b><u>ACTIONS FROM MINUTES OF THE COMMITTEE MEETING HELD ON 12TH MARCH 2020</u></b>					
245.	<b>JOINT HEALTH AND WELLBEING STRATEGY CONSULTATION</b>	<b>Liz Robin</b>	Members observed that the list of committees/boards that would host presentations or workshops on the Joint Health and Wellbeing Strategy (section 2.9 of the report) did not include information on when and where they would be held.  <b>Action: The Director of Public Health agreed to provide Members with the information.</b>	The consultation on the Joint Health & Wellbeing Strategy was placed on “pause” during the latter half of March due to the current situation around the COVID-19 outbreak. When the consultation resumes, a full list of committees/ boards, with dates of meetings, will be provided to the Committee.	<b>ACTION ONGOING</b>
249.	<b>DOMESTIC ABUSE AND SEXUAL ABUSE SERVICE REVIEW AND WHITE RIBBON CAMPAIGN</b>	<b>Julia Cullum</b>	One Member suggested that the Council could sign up to the Employers’ Initiative on Domestic Abuse (EIDA).  <b>Action: The Domestic Abuse and Sexual Violence Partnership Manager undertook to investigate the possibility.</b>	This has been raised with Human Resources and will be followed up when COVID-19 restrictions are lifted.	<b>ACTION ONGOING</b>

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

260.	<b>CAMBRIDGESHIRE COUNTY COUNCIL'S RESPONSE TO COVID- 19</b>	<b>Adrian Chapman</b>	<p>It was suggested that town and village response coordinators could be connected to the County Council through the respective local Members.</p> <p><b>Action: The Service Director of Communities and Partnerships agreed that such networking should be organised.</b></p>	<p>The contact and other details of all the mutual aid and local support arrangements that have been set up during the pandemic continue to be captured and published via the Cambridgeshire Directory. Additionally, work has begun on the next phase of our Think Communities approach, which will seek to sustain as many of the positive features as possible of our current ways of working; a full report on this work will come to Committee in the coming months.</p>	<b>ACTION ONGOING</b>
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**ACTIONS FROM MINUTES OF THE COMMITTEE MEETING HELD ON 18TH JUNE 2020**

275.	<b>CAMBRIDGESHIRE COUNTY COUNCIL'S RESPONSE TO COVID- 19</b>	<b>Rob Hill</b>	<p>Expressed concerns over the level of support available for victims of hate crime, domestic abuse and sexual violence and sought further reassurances that sufficient provisions were in place.</p> <p><b>Action: the Assistant Director of Community Safety and Youth Services agreed to:</b></p> <ul style="list-style-type: none"> <li>(i) <b>Request reassurance from the Domestic Abuse Partnership regarding the support available; and</b></li> <li>(ii) <b>Seek an update from the county hate crime group on hate crime reporting and partnership provision for victims.</b></li> </ul>	<p>Information was reported back to the Committee in a briefing note, as requested by the Chairman.</p>	<b>ACTION COMPLETE</b>
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**ACTIONS FROM MINUTES OF THE COMMITTEE MEETING HELD ON 6TH AUGUST 2020**

292.	<b>CAMBRIDGESHIRE COUNTY COUNCIL'S RESPONSE TO COVID- 19</b>	<b>Adrian Chapman</b>	<p>While discussing the financial difficulties that some ceremony venues were facing, Members requested further information on the nature of their difficulties and the potential support measures available to the Council.</p> <p><b>Action: the Service Director of Communities and Partnerships undertook to compile the information as it was developed, in order to share with Members.</b></p>	This information has been requested, via the Registration Service, and will form part of the Registration Service Annual Report, which is being presented to Committee in October 2020.	<b>ACTION ONGOING</b>
		<b>Adrian Chapman</b>	<p>Members sought clarification on whether support for people self-isolating was extended to those in quarantine when returning from a holiday or trip.</p> <p><b>Action: the Service Director of Communities and Partnerships undertook to provide Members with information on the different types of support that were available and how they could be accessed, to share with affected residents.</b></p>	A briefing note will be shared with all Councillors before the end of August 2020.	<b>ACTION ONGOING</b>

293.	<b>REPORT OF THE SERVICE DIRECTOR FOR COMMUNITIES AND PARTNERSHIPS</b>	<b>Adrian Chapman</b>	<p>While discussing the interaction between the Council and the Combined Authority, as the funding body for Adult Skills, Members suggested that it would be beneficial for a representative of the Combined Authority to attend a future committee meeting.</p> <p><b>Action: the Service Director of Communities and Partnerships agreed that a representative could be invited to the next Committee meeting at which a skills report was to be presented.</b></p>	An invitation to join the Committee meeting on 3rd December 2020 has been issued to the Combined Authority.	<b>ACTION ONGOING</b>
294.	<b>COMMUNITIES CAPITAL FUND – ENDORSEMENT OF RECOMMENDATIONS (AUGUST 2020)</b>	<b>Ian Phillips</b>	<p>One Member argued that the minutes of the Member Panel meeting that made recommendations to the Committee should have been made public and included in the Committee papers, including the reasoning behind the recommendation or rejection of projects, so as to provide transparency and ensure due process and objectivity.</p> <p><b>Action: the Head of Communities and Partnerships undertook to provide greater clarity of the scoring process in the subsequent report.</b></p>	Further information on the application process and common reasons for the rejection of applications was included in the subsequent report.	<b>ACTION COMPLETE</b>

**CAMBRIDGESHIRE AND PETERBOROUGH CORONER SERVICE ANNUAL REPORT**

**To:** Communities and Partnership Committee

**Meeting Date:** 3 September 2020

**From:** Peter Gell, Assistant Director Regulatory Services

**Electoral division(s):** All

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

**Purpose:** To update the Committee on the work of the Coroner Service over the past 12 months and present future plans, issues and considerations for the following 12 months.

**Recommendation:** The Committee is asked to:

- a) Note the work of the Coroner Service;
- b) Ask the Transformation Team to explore by means of a business case the viability of the Council investing in its own dedicated mortuary, pathology and Inquest facility; and
- c) Ask the Transformation Team to identify and evaluate technological enhancements that will improve the efficiency and effectiveness of the Coroner Service.

<b>Officer contact:</b>	<b>Member contact:</b>
Name: Peter Gell Post: Assistant Director of Regulatory Services Email: Peter.gell@peterborough.gov.uk Tel: 01733 453419	Name: Councillor Steve Criswell Post: Chairman of Communities and Partnership Committee Email: Steve.criswell@cambridgeshire.gov.uk Tel: 01223 706398

## **1. BACKGROUND**

- 1.1 The Cambridgeshire and Peterborough Coronal Jurisdiction was created on 1<sup>st</sup> August 2015 when the Senior Coroner, David Heming was appointed, and is based at Lawrence Court in Huntingdon. The area covered has a population of around 900,000.
- 1.2 HM Coroner conducts investigations into deaths that are unexpected or unexplained, including those where it is suspected that the deceased died a violent or unnatural death, the cause of death is unknown, or the deceased died while in custody or otherwise in state detention. HM Coroner will determine the identity of the deceased together with how, when and where the deceased came by his or her death.
- 1.3 The duties of HM Coroner and the statutory duties of the service and the local authority are set out in the Coroner and Justice Act 2009. Coroners are independent judicial office holders, therefore though appointed by the local authority, they are not employed by it. Appointments require the consent of the Chief Coroner and Lord Chancellor.
- 1.4 There are four main hospitals within the jurisdiction, and as specialist hospitals, there are several exceptionally complex hospital deaths associated with Addenbrookes and Papworth in particular, that require an inquest. These entail specialist reports and witnesses meaning they can be difficult to investigate and conclude. These cases take up additional Officer and Coroner time that is not obvious in overall reported death statistics. Similarly, there are 3 prisons across the area. Over the past 12 months HM Coroner has opened inquests for 5 prison deaths. All of these are deaths in state detention and require jury inquests, whilst several are also Article 2 inquests where the State or 'its agents' have 'failed to protect the deceased against a human threat or other risk'. These are complex, high profile cases that require a significant time investment.
- 1.5 The number of deaths registered annually averages 4000 with approximately 14% of cases referred to the Senior Coroner. Post-mortem examinations are conducted at Addenbrookes and Peterborough City Hospital by hospital pathologists. In 2019, inquests were held for 16.75% of referrals and 43% of referred cases required post-mortem examinations. The Senior Coroner is expected to aim to keep post-mortem levels to 30% of reported deaths or below. However, as stated above, the somewhat unique complexity of those cases within the jurisdiction means that the service figures are a little higher than this suggested target.
- 1.6 A Coronal service update is provided to the committee annually.

## **2. MAIN REPORT**

### **2.1 Successes**

#### **2.1.1 Medical Examiner Service**

The National Medical Examiner Scheme (ME) was introduced across the county in April 2019. The scheme provides greater scrutiny of deaths, as well as offering a point of contact for bereaved families to raise concerns about the care provided prior to the death of a loved one. This is now live for Addenbrookes and Papworth hospitals. The Senior Coroner was involved in the interview process for the inaugural Medical Examiners in the area. The service has supported all of the incoming MEs both with training (Addenbrookes Medical



Examiner staff have visited the service to see how it works) and also with Information Technology (IT) and the roll out of the online referral portal, as per 2.1.2 below.

#### 2.1.2 Coroner Case Management System Referral Portal

The new case management system was introduced in the service in 2017 and an online portal referral system, using the same software, was rolled out to Addenbrookes Hospital in 2018. In 2019, the portal was introduced to all 56 General Practitioner (GP) Practices in Cambridgeshire and Peterborough, meaning that GPs are able to refer cases to the service electronically removing the need to telephone them in. This has saved both GPs and the service a great deal of time. This has also helped referrers to comply with the new regulation that all referrals must be made in writing. The service are in the final planning stages of rolling this out to Peterborough City Hospital and Hinchingbrooke Hospital and hope to have this completed by October 2020.

#### 2.1.3 Real time suicide surveillance - portal pilot

The service is working with Public Health on a multi-agency suicide surveillance portal so that they can gain a wider understanding and learning from suspected suicides, and to take appropriate actions. This portal is in the trial stage and the service was fortunate enough to be invited to take part. If this proves to be successful it will be rolled out nationally.

#### 2.1.4 Partnerships

The service continues to build important relationships with agencies with shared interests, both nationally and locally. Processes are in place to ensure that relevant information can be readily shared with both the Child Death Overview Panel and the Learning Disabilities Mortality Review with a view to improve processes and ultimately, prevent future deaths. The service also attend multi agency meetings for Harm Reduction and Drug Related Death Mortality, providing any insights or trends that the service identify.

The service has established a relationship with the Crown Prosecution Service and now have a second trainee solicitor undertaking a secondment with the service as part of their training contract. They gain exposure and experience of working on some of the more complex inquests while the service gain legal experience and skills from lawyers at the beginning of their careers. It also means that the trainee solicitor can undertake some of the time complex and time consuming Inquests, thereby freeing up capacity for Inquest Officers. The service do not pay for these secondments and it has been an excellent incentive which has enriched the service, while at the same time saving the service money.

#### 2.1.5 COVID-19, whilst presenting challenges, has also given the service the opportunity to evaluate and improve the way in which it works. The service has lost the attendance of the Coroner's Support Service Volunteers at Hearings as a result of the need for them to self-isolate. Whilst this is a loss to both the service and the families who attend our hearings, it has meant that Coroner's Officers have been bought back to court in order to support attendees and the Coroner. The feedback from attendees, Coroner's Officers and Coroners is that this has been a positive change. With Officers seeing cases right the way through from start to finish, they are able to build relationships with the families and support them at the Hearing itself. Not only does this bring job satisfaction to the Officers, for the families it has helped to alleviate pressure and stress on the hearing day itself.

## **2.2 Challenges**

### **2.2.1 Backlog of cases**

In the 2020 Chief Coroner return, 113 cases over one year old were reported. Of those cases, 14 mentioned COVID-19 as a reason for the delay. That therefore leaves 99 cases as at the end of April 2020 which were over a year old and not related to COVID-19. The service are working towards clearing as much of this backlog as possible by April 1<sup>st</sup> 2021. It is inevitable that some cases will not conclude within a year as it simply not possible, for example cases that have been suspended for police investigations. However, reducing this number is something that has been prioritised this year.

### **2.2.2 Assistant Coroner availability**

The Service have three Assistant Coroners whom due to other commitments, will not be able to sit for the authority as of the end of 2020. The service are therefore in the process of recruiting more Assistant Coroners so that the backlog of cases can continue to be managed.

## **2.3 Accommodation**

2.3.1 The Coroner Service is located at Lawrence Court, Huntingdon, and includes office facilities and a small court. Though the accommodation was not built with the Coronial Service in mind, redecoration, along with improvements to electrics, IT and security during 2019 have improved the facility. Due to the wide coronial jurisdiction, Huntingdon is well placed geographically. Courts used within the jurisdiction include Lawrence Court, Huntingdon Town Hall, Peterborough Town Hall and Huntingdon Law Courts, which provides the capacity to run inquests concurrently. The service has worked hard throughout July to secure Huntingdon Racecourse in order to continue to hold Inquests in Huntingdon, as the Town Hall lacks the technological infrastructure for Hearings.

The court facilities available have provided challenges for the service, with inquests cancelled short notice as urgent criminal matters take precedence. The service has mitigated this risk through securing reliable block bookings with alternative venues at a reduced rate.

## **2.4 Staffing**

2.4.1 It was reported in March 2020 that a restructure in the Communities and Partnerships Service Directorate was resulting in the Coroner Service being positioned within the Regulatory Services Group within the same directorate. This move took place in April 2020. In addition, Regulatory Services includes Cambridgeshire Registration Service, Trading Standards, Environmental Health and Licensing, some or all of which are delivered for Cambridgeshire County, Peterborough City and Rutland County Councils. A structure chart can be seen in **Appendix 1** of the report.

2.4.2 The Area Coroners are independent judicial-office holders, and work as part of the Coroner Team led by the Senior Coroner, alongside 7 fee paid Assistant Coroners. The Area Coroners are expected to be the nominated deputies in line with the Chief Coroner's guidance. The Area Coroners will provide cover when the Senior Coroner is unavailable

due to leave, sickness, training etc. and as additional support in office and case work. Recruitment of two permanent Area Coroners has recently been completed, this process overseen by the counties Chief Coroner His Honour Judge Mark Lucraft QC.

- 2.4.3 Training and staff development continues to take place within the service including the annual Judicial College training for Officers. This has been postponed nationally this year owing to COVID-19. In October 2019, the service brought in an experienced external Coroners Service trainer in order to provide an intensive training course for both new and existing staff. Staff were trained in everything from the statutory framework of Coronal Law all the way through to medical causes of death, acceptable terminology on death certificates and how to communicate with bereaved family members. This is something that was completely new to the service and greatly benefitted all those that attended. The learning materials have been kept and the same training provided to all incoming Coroners Officers since.
- 2.4.4 With challenges and forced change to working practices within the service, it has been recognised that staff are working very efficiently remotely. The service are observing less staff sickness and increased productivity as people work from home. Home working also allows for a better work-life balance.

## **2.5 Finance**

- 2.5.1 As a shared service both Cambridgeshire County and Peterborough City Council contribute to the service budget with a 65/35 ratio split. The Cambridgeshire County Council outturn position for 2019/20 was a £430k overspend, this due to the increasing complexity of cases being referred to the Coroner and the additional staffing required to handle them. Following a business case submission the base budget was increased for 2020/21 by £527k, this consisting of contributions from both councils.

Additional costs relating to COVID-19 are predicted to be approximately £250k. This includes additional post-mortem costs as well as costs associated with Assistant Coroner cover. There are also anticipated additional inquest costs although it is too soon to determine what this will equate to.

Rather than paying a high-risk rate for all post-mortems, the service negotiated a reduced high-risk rate for when COVID-19 hadn't been excluded. This has helped to keep costs down as much as possible.

In April, May and June the Senior Coroner was involved in daily strategic planning meetings for COVID-19, therefore, was unable to be the duty Coroner for the day to day decision making. This meant that additional Assistant Coroner cover was required whilst the Senior Coroner supported the countywide COVID-19 effort.

## **2.6 Performance and Analysis**

- 2.6.1 Last year, the service reported that the backlog of cases had built up and this continued to be the case for 2019, as detailed in table 1 below.

**Table 1 – Caseload**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Closed Cases	347	372	375	353	307	359	468	476	443	482
Open Cases	334	363	333	341	328	391	461	603	449	545
Balance	5	13	10	42	12	-21	-327	-127	-6	-63

55.5% of the Inquests from 2019 were completed in less than 6 months from the date of referral. Further, 61% of those Inquests outstanding in 2019 were less than 6 months old at the time of the report.

The Service is starting to see benefits of the restructuring undergone in the last 12 months, which will culminate with the appointment of both the Area Coroners and a Special Projects Lawyer over the summer. These are new roles that have been created in order to introduce stability, support and specialist skills and knowledge to the service.

- 2.6.2 A total of 22 cases for which Hearings were listed had to be adjourned during lockdown. Table 2 below shows a breakdown of cases. Table 3 shows the number of cases, as reported in the 2020 Chief Coroner return which mention COVID-19 as a reason for delay.

**Table 2 – Inquests adjourned during lockdown**

	Number of cases	% of overall cases
Jury inquests	6	27
Cases longer than 1 day	9	41
Cases 1 day or less	13	59
	Average	Total
Sitting hours	1.75	230.5

**Table 3 – Cases over one year old**

COVID-19 reason for delay	Other reason for delay	Total
14	99	113

- 2.6.3 The service continues to see the complexity of the county as a major challenge. Work with partner agencies, and updated Chief Coroner guidance, has seen a reduction in straightforward cases that are referred in unnecessarily. This, together with the introduction of the ME system, means that those cases that are referred are now more likely to be complex and at the very least, require an investigation.

The service have had to restructure to accommodate this change and are starting to see the benefits of this now. It is hoped that with the incoming staff the service will be able to continue to allocate cases according to the specialisms of staff. Staff are also benefiting from thorough and detailed training programs which equips them with the skills necessary to succeed in their roles.

## **2.7 Impact of COVID-19**

- 2.7.1 COVID-19 has had a large impact on service delivery in relation to restrictions preventing scheduled Hearings from taking place or new Inquests being listed, adapting the way in which cases are heard, whether that be virtually or in a COVID-19 secure manner, as well as financial implications as detailed in section 2.5. During the lockdown period, the majority of staff worked from home which put additional pressures on those still in the office.
- 2.7.2 During the lockdown 103 live hearings have taken place, including Pre-Inquest Review Hearings and Final Hearings, neither of which require a jury. Video conferencing technology has been used to facilitate remote hearings, and in 3 instances, Council facilities have been opened in order to hold hearings while maintaining social distancing.

There have been 111 cases opened since lockdown on 23<sup>rd</sup> March 2020. Despite only having access to one court room at Lawrence Court it has been possible to progress and close 41% of cases during lockdown.

Following an easing of restrictions by Government, from 1<sup>st</sup> July 2020, Peterborough Town Hall and Huntingdon Town Hall were reopened solely for Inquests. The service worked with building and facilities management to carry out risk assessments and ensure both venues were COVID-19 secure. The addition of these buildings has increased the capacity to hold Inquests concurrently by 300%.

To make full use of the additional venues, an Area Coroner has been employed on a full-time basis for 6 months to assist the Senior Coroner in managing the backlog while recruitment for the permanent position was underway, as well as providing continuity. The service is also working with the Senior Coroner and Chief Coroner to increase the number of Assistant Coroners available.

- 2.7.3 The number and type of deaths referred to the service has also been impacted by COVID-19. An increase in the amount of deaths received, particularly those which queried COVID-19 as a cause of death increased initially, although this has since petered out as clinicians are now confident in issuing COVID-19 death certificates without referring it to the service.
- 2.7.4 From the end of March, all post-mortems were seen to be high risk / infectious cases, as the hospitals were completing autopsies using full personal protective equipment. This followed national guidance provided by Public Health England and the Royal College of Pathologists. This meant that autopsies were going to take significantly longer than normal and is the basis for the enhanced fees charges for high risk cases.

## **2.8 Looking Ahead**

### **2.8.1 Regulatory Landscape**

In March 2020 Committee was advised that the Chief Coroner has stated that he is committed to reviewing the 'Model Coroner Area'. The original Model Coroner Area framework was produced to "assist senior coroners, local authorities and police authorities as to the nature, scope and organisation of a model coroner area". Wherever possible all should work together to try and achieve the aspirations of the model, and consequently that is reflected in the Service across Cambridgeshire and Peterborough. This national review is

an important piece of work, and it is hoped that it will recognise the significant increases in demand and workload being faced by Coroner services across the UK, and in particular the unique features of areas such as Cambridgeshire and Peterborough, which lead to a disproportionate increase in demand. The Senior Coroner for the service is closely monitoring the progress of this national work, though the position remains in that there is no clear indication yet of the timescale for its completion particularly given the inevitable implications of COVID-19.

The Business and Investigations Managers sit on a regional committee which the Ministry of Justice (MOJ) feeds in to. The MOJ have made it clear that many of the projects planned for 2020 have had to be postponed as staff and efforts were redeployed to help with COVID-19.

## **2.8.2 Service Ambitions & Developments**

It remains a long term goal to have a local authority mortuary, pathology and dedicated Inquest facility for the service. As time progresses, the clear case to explore this option becomes more compelling as the service continues to incur costs effectively renting all of these services and spaces with little control over them. Member support is sought to ask the Transformation Team to explore, by means of a business case, the viability of the council investing in its own facility.

Long term, it is believed this would not only save the Local Authority money, it would also increase the efficiency and delivery of the service as a whole.

Since the pandemic local authorities have become more reliant on technology to aid service delivery. To ensure the Coroner Service is making best use of the technology available, Members support is sought to ask the Transformation Team to identify and evaluate technological enhancements that will improve the efficiency and effectiveness of the Coroner Service.

## **3. ALIGNMENT WITH CORPORATE PRIORITIES**

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

The delivery of an efficient and professional Coronial Service directly impacts on the well-being and quality of life of bereaved families.

The work that HM Coroner undertakes to prevent future deaths, either through Section 28 notices following an Inquest or working with partners to identify trends, contributes to the wider quality of life of others.

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

There are no significant implications for this priority.

### **3.3 The best start for Cambridgeshire's Children**

No specific alignment, although learning from cases can and should be used to prevent recurrences of avoidable circumstances.

### **3.4 Net zero carbon emissions for Cambridgeshire by 2050**

Growing the capacity of our own in-house team will reduce the reliance on agency and locum staff, in turn reducing unnecessary travel to and from the county. In addition, having venues north and south of the county reduces travel for families and other parties when attending inquests.

## **4. SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

There are no significant implications within this category.

### **4.2 Procurement/Contractual/Council Contract Procedure Rules Implications**

The cost of third-party contracts for body removal and storage, pathology and mortuary services has increased and is adding to the uplift of costs for the service. There is very little or no choice of suppliers in these markets, especially when considering provisions are required for north and south of the county, hence the request for Committee to approve the exploration of in-house options. At present, current contracts have been reviewed and new contracts been entered into, making the costs more predictable for future years.

### **4.3 Statutory, Legal and Risk Implications**

The Local Authority has a statutory duty to provide the necessary resource to support the work of HM Coroner. This is also a high-profile service and therefore carries reputational risk implications.

### **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.

### **4.6 Localism and Local Member Involvement**

There are no significant implications for this priority.

### **4.7 Public Health Implications**

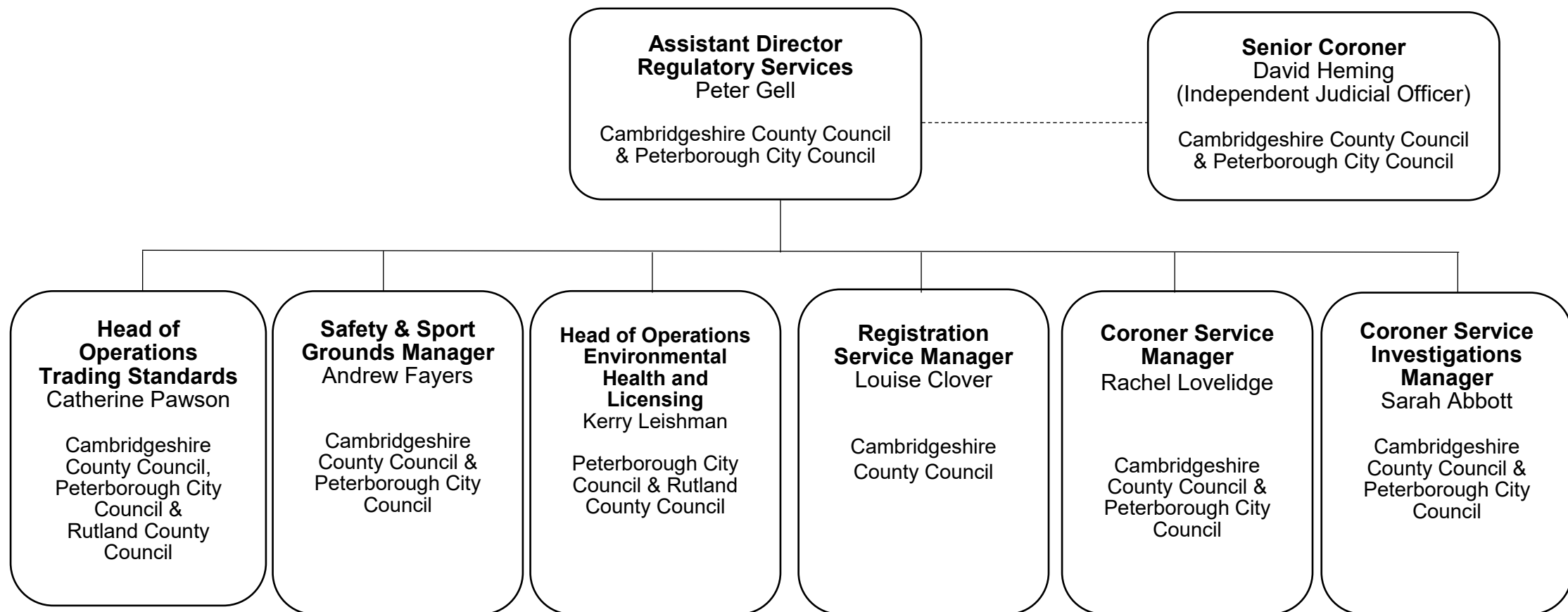
The Coroner Service works closely with Public Health in terms of providing mortality and morbidity data but also especially in the areas of substance misuse and mental health related deaths and associated implications for services. It provides a similar role of secondary and primary care health services.

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

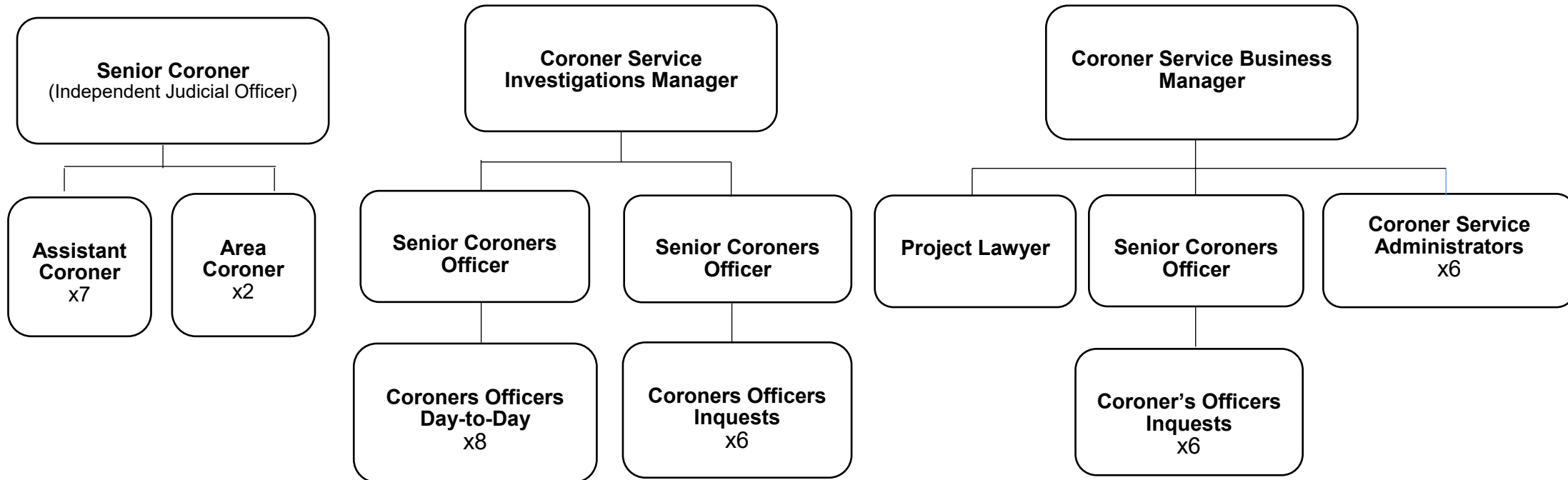
<b>Source Documents</b>	<b>Location</b>
Ministry of Justice Statistical Tool 2014	<a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/427677/coroners-statistical-tool-2014.xls">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/427677/coroners-statistical-tool-2014.xls</a>
Ministry of Justice Statistical Tool 2017	<a href="https://www.gov.uk/government/statistics/coroners-statistics-2017">https://www.gov.uk/government/statistics/coroners-statistics-2017</a>



## **Regulatory Services Management Team**



## Cambridgeshire and Peterborough Coroner Service



**REPORT OF THE SERVICE DIRECTOR FOR COMMUNITIES AND PARTNERSHIPS**

**To:** Communities and Partnership Committee

**Meeting Date:** 3 September 2020

**From:** Adrian Chapman, Service Director: Communities and Partnerships

**Electoral division(s):** All

**Key decision:** No

**Outcome:** This Service Director report provides an overview of largely non-COVID19 related strategic activity relevant to this Committee, and seeks to assure Members that the agreed direction of travel for the Committee's business is progressing at pace.

**Recommendation:** The Committee is asked to:

- a) Note and comment on the progress made to date in relation to the various workstreams described in this report;
- b) Endorse the expansion of the Food Poverty outcome for the Think Communities unified approach to include Fuel Poverty; and
- c) Comment on the proposed service delivery areas for the Think Communities unified approach, and to delegate the development and approval of the final working set to the Service Director for Communities and Partnerships, in consultation with the Chairman of the Communities and Partnership Committee.

<b><i>Officer contact:</i></b>		<b><i>Member contacts:</i></b>	
Name:	Adrian Chapman	Name:	Cllr Steve Criswell
Post:	Service Director	Post:	Chairman
Email:	<a href="mailto:adrian.chapman@peterborough.gov.uk">adrian.chapman@peterborough.gov.uk</a>	Email:	<a href="mailto:steve.criswell@cambridgeshire.gov.uk">steve.criswell@cambridgeshire.gov.uk</a>
Tel:	07920 160441	Tel:	01223 706385

## **1. BACKGROUND**

- 1.1 At its August Committee meeting, Members agreed to receive a regular Service Director report, setting out information, opportunities and challenges relating to the cross-cutting work that the Committee and its service directorate has responsibility for.

## **2. MAIN ISSUES**

- 2.1 The work of the Communities and Partnership Committee is diverse and cross-cutting. The Committee combines responsibility for specific services but also for leading the transformation of our approach to ensuring communities and residents are at the heart of our decision making, service design and delivery. Further, it has the responsibility of developing meaningful, productive partnerships across all sectors that make a lasting and positive difference to communities and achieves improved outcomes for all. This Service Director report draws together a range of different but linked workstreams.

### **2.2 Think Communities**

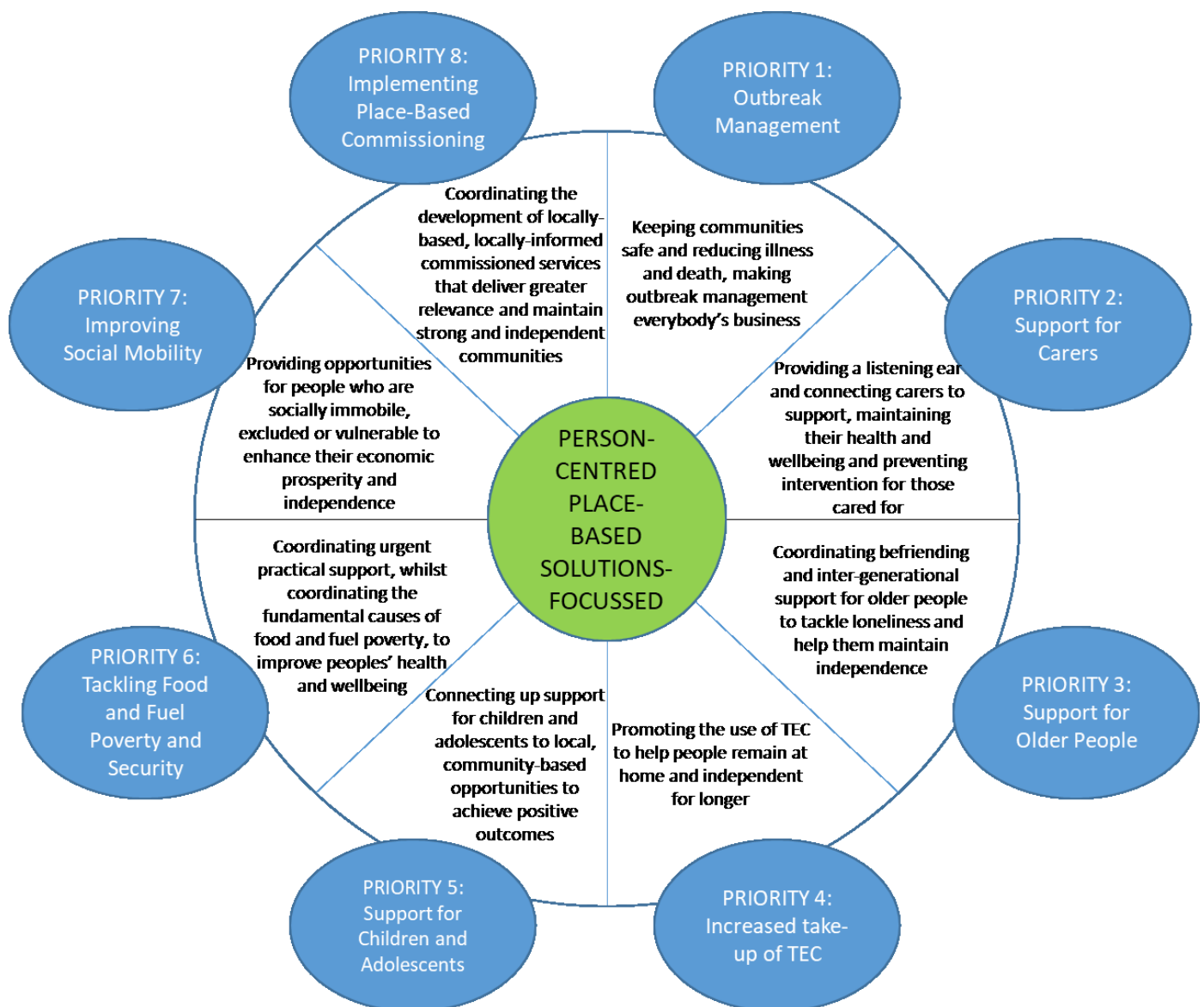
- 2.2.1 The August Service Director report set out the progress being made to mobilise the Think Communities unified approach. It described an initial set of eight priorities for the work to focus on and positively impact, specifically:

- Supporting the COVID-19 Outbreak Control process
- Support for carers
- Support for older people
- Increasing the take-up of Technology Enabled Care (TEC)
- Support for Children and Adolescents (including care leavers, young people not in education, employment or training, and young carers)
- Tackling food poverty and security
- Improving social mobility
- Implementing place-based commissioning

Further work has been carried out to expand on these priorities to ensure that they are positioned to achieve positive outcomes, and it is proposed that the priority focus on food poverty is expanded to also include fuel poverty. A household is considered in fuel poverty if they have fuel costs above the average and, if they were to spend that amount, they would be left with residual income below the official poverty line. Committee is asked to endorse the expansion of this priority as described.

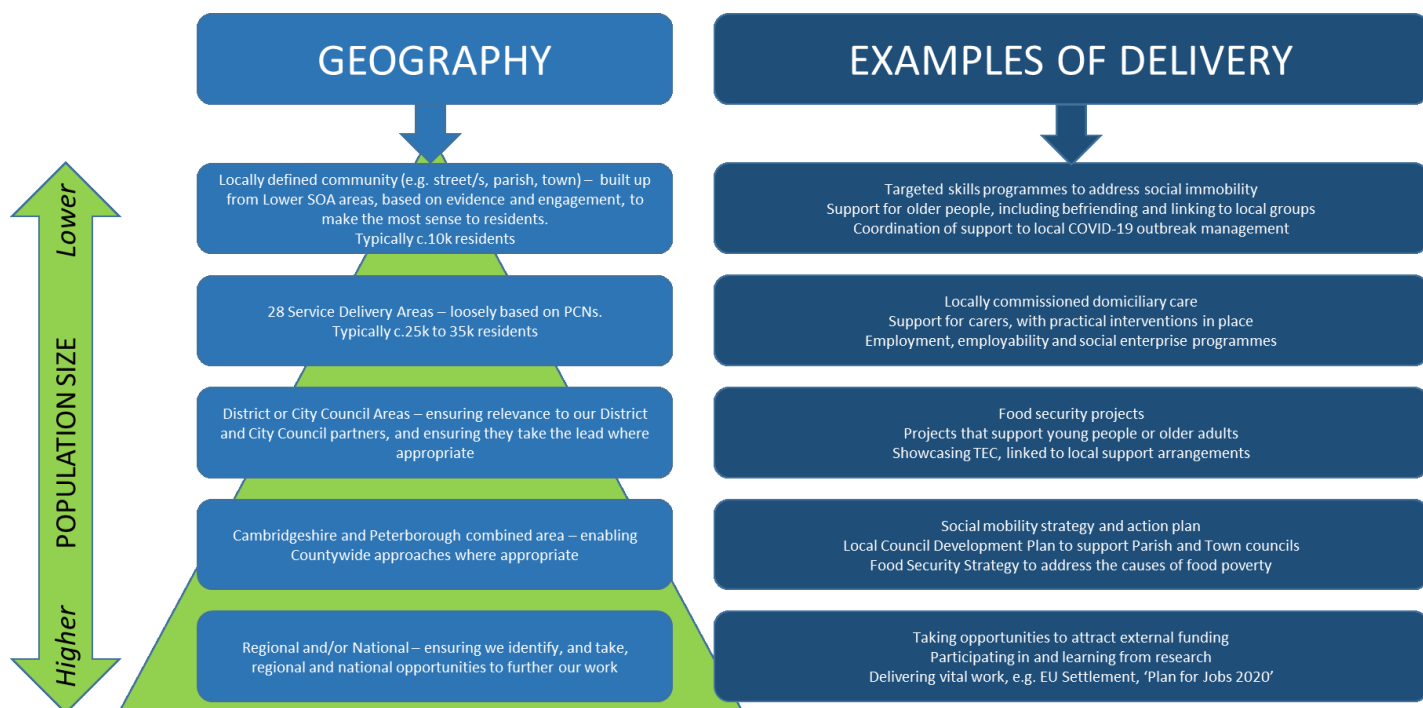
- 2.2.2 The details behind the approach we are taking has continued to be shared across our organisation, and we now need to expand the list of priority areas of focus described at section 2.2.1 to include relevant priorities of other Committees and directorates – for example, priorities linked to climate change, economic renewal or public health. Directors have agreed to consider this and discuss with their Committees so that we can further develop the Think Communities work plan.

- 2.2.3 As described above, further work has been carried out to provide detail behind each of the initial eight priorities. The diagram below provides a summary of the primary outcomes to be achieved for each of the priorities.



This high-level work has been further developed, to describe the rationale, methodology, intended outcomes and further motivations for each priority, and this work is set out in **Appendix 1**. Committee is asked to comment on this more detailed work in particular.

2.2.4 In addition to developing the priorities, work has also continued to define the place-based aspects of the Think Communities unified approach. In the August committee report, we described the different ways that services would need to respond to needs, demand and opportunities within communities of differing sizes dependent on the nature of those issues. Again, further work has been completed on this in order to secure agreement on a final opening set of geographically-based service delivery areas. The diagram below summarises this work:



The diagram sets out to show how the Think Communities unified approach will need to be flexible and adaptable, and work within the most appropriate geographical boundaries that make sense to our residents based on the issues being addressed. Some situations may require a focus on a street or number of streets, others may require a whole parish or town approach, and others may work best at a district or countywide level. However, defining these boundaries are important in order that we can ensure we bring together all of the resource and capacity relevant to an area, and that our key partners know who to work alongside.

2.2.5 Most of the boundaries described in the diagram above are fixed – e.g. Lower Super Output Areas, district council, Cambridgeshire – but there is likely to be a need to operate, in some circumstances, within a more flexible boundary that makes more sense to our residents or that aligns better to the way our partners are organised. For this reason, we have drafted proposals to cluster parishes together into 28 service delivery areas across Cambridgeshire and Peterborough. A similar exercise will need to be done for non-parished areas. These informal areas will enable the organisation of services to be better managed, and will provide a population size that falls between single parish and whole district. From the list of proposed clusters, those relevant to Cambridgeshire are set out in **Appendix 2**, and Members are asked to comment on them (n.b. the reference numbers used to describe each service delivery area random and do not signal a prioritisation sequence). It is intended that these areas are finalised by the end of September in order not to delay the delivery of our work, and so Committee is also asked to agree the delegation of the production of the final working set, based on feedback from Committee, to the Service Director in consultation with the Chairman. It is worth noting that these areas will need to remain flexible and subject to change as our county and our communities change.

2.2.6 Finally, further work has been carried out to define the role of the pilot Community Outreach Vehicle, as previously discussed at Committee. The vehicle will support the delivery of our Think Communities unified approach at the most local level, targeting work in isolated

communities or communities with specific issues and challenges where targeted interventions are likely to help.

- 2.2.7 Through the work in the COVID-19 Co-ordination Hub we have been in contact with thousands of people who were shielding or vulnerable in other ways. Through analysing the data we found that those who are financially stretched were over-represented on the NHS shielding lists and that there were over 2,700 households in which residents were not known to council services and not accessing any support. Many of these were found to be physically isolated due to living in rural areas and/or socially isolated through lack of engagement with the local community or a lack of local provision.
- 2.2.8 The Community Outreach Vehicle will supplement fixed, place-based county council and broader service delivery with a more flexible, agile and adaptable street-level model. It will provide preventative support by offering residents and communities the opportunities they need to help themselves and each other earlier than they are currently able. The vehicle will also create opportunities to meaningfully engage residents in long-term discussions to develop resilience in their local community and as such will further enable delivery against the Think Communities priority areas.
- 2.2.9 In its immediate iteration the Community Outreach Vehicle will focus on responding to the most pressing needs emerging as a result of COVID-19, including responding to local public health surveillance data to enable the vehicle to give a physical presence to raise awareness of social distancing measures as well as support local outbreak management. Beyond that, the space will be used to offer information and advice and skills development opportunities (digital and taught), promote public health programmes, tackle digital exclusion and increase confidence in using digital tools, demonstrate and support TEC products, deliver drug and alcohol, mental health and other wellbeing-related services, and provide opportunities for social interaction, performance, arts and culture in places where there is a deficit
- 2.2.10 It is intended that the pilot Community Outreach Vehicle will be a converted mobile library vehicle. There are currently two mobile libraries due to be decommissioned in September 2020. In making best use of existing council assets, this vehicle will be refitted inside to create a flexible working space, complete with an awning for external use. The vehicle will be operated by the Think Communities staff team and will be focused towards areas where isolation and deprivation mean less take up of support services or opportunities to improve health, wellbeing and economic independence.
- 2.2.11 Both the work of Think Communities and the Community Outreach Vehicle will require investment that is not yet in place. Resourcing is currently being explored by officers and if necessary will be included as part of the 2021/22 Business Planning process.

## **2.3 Local Councils Strategic Partnership**

- 2.3.1 The Local Councils Strategic Partnership, comprising the Cambridgeshire and Peterborough Association of Local Councils (CAPALC), Cambridgeshire ACRE (Action for Communities in Rural England), and the County Council, has continued to develop its collaborative approach.
- 2.3.2 Significant planning is underway for the annual Local Councils Conference, which this year

will be a fully digital event. Taking place on 23 October, the event has an almost unlimited number of potential attendees, and will comprise a series of keynote presentations, case studies showing the hugely significant role that parish and town councils have played over the past year, a panel discussion, and breakout workshops. The event will also include our traditional marketplace where delegates can speak with, and pick up information from, individual organisations. All of this will be facilitated on a professional digital event platform, and will remain available to view for 30 days after the event itself.

- 2.3.3 Partnership discussions have also focussed on the role that both CAPALC and ACRE can play in supporting parish and town councils to contribute to the Think Communities unified approach, and more immediately, the continued efforts to fight the pandemic. We recognise that local council leadership is not homogenous and whilst some local councils have successfully developed their own crisis response programme, others have not. Research and learning over the last months has helped identify the elements required to support rural communities to be active and resilient in times of crisis and to understand if and how those elements can be transplanted into those communities that have perhaps struggled.
- 2.3.4 We wish to build on this learning to deliver the next phase of support to local councils and rural communities. Those parishes that are willing would start to develop Emergency Plans that prepare them for both COVID-related responses but also to deal with any future pressures that communities may face. The plans would be enabled through a digital toolkit with templates to follow, as well as online training sessions to aid development. Support would be provided through videoconferencing to help plans progress over time and to enable the sharing of experiences between local council areas, the County Council, and other partners.
- 2.3.5 Those parishes that are not able to immediately develop a plan would still be encouraged to join networking opportunities and training sessions to start to build elements of a plan which would be equally as valid in supporting their community through the further phases of COVID-19 crisis and beyond.
- 2.3.6 Finally, the Partnership has discussed the theme of the Green Recovery – ways in which our recovery from the pandemic and its impacts can be advanced through the green agenda. The Green Recovery is linked to the Natural Cambridgeshire's Doubling Nature Strategy, of which the council is a partner, and the 'Green Future: Our 25 Year Plan to Improve the Environment', which sets out what we will do to improve the environment, within a generation. A model Parish Nature Recovery Plan has been reviewed, and we will be working with partners and internal colleagues to ensure that other areas are aware of this approach and the potential for attracting external investment into their areas that plans such as this may unlock.
- 2.3.7 Finally, we will be working together to develop the next Local Council Development Strategy, with a review of the existing strategy underway. We will be working with our partners as well as consulting widely to refresh the strategy next year, once we fully understand the needs of Local Councils and their leadership role in community recovery. The new proposed strategy will come through the Committee process during consultation and in its final form.



## **2.4 Improving Social Mobility**

- 2.4.1 We reported in the August Committee meeting that the Improving Social Mobility cross-party working group had met to expedite its work. The working group meets again just after publication of this report, and so a verbal update on progress will be provided to the Committee when it meets on 3 September.

## **3. ALIGNMENT WITH CORPORATE PRIORITIES**

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

The Committee's focus is on leading positive change, in collaboration with partners, which benefits our residents and their communities, offers opportunity for all, and ensures no community is excluded or disadvantaged. By focussing on these objectives, which the various workstreams set out in this report seek to do, we can ensure that the quality of life outcomes for everyone are improved.

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

For citizens to be confident, healthy, safe and secure, they need to live in communities that mirror those attributes, and where there is a strong sense of local identity and cohesion. The workstreams set out in this report seek to support the development of a strong local identity, helping to create thriving places for people to live in.

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

All of the workstreams set out in this report affect all residents, regardless of age. Moreover, building communities that are vibrant and have opportunity, and enhancing the social mobility of families, will directly and positively create the best possible start for our children.

### **3.4 Net zero carbon emissions for Cambridgeshire by 2050**

All of our work is cognisant of the net zero carbon emissions target. The food security project in particular, set out in this report, is especially focussed on achieving a sustainable and local food supply network.

## **4. SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

There are no significant implications within this category.

### **4.2 Procurement/Contractual/Council Contract Procedure Rules Implications**

Any purchases to support this project will be carried out in accordance with the Council's Contract Procedure Rules.

### **4.3 Statutory, Legal and Risk Implications**

There are no significant implications within this category.

#### 4.4 Equality and Diversity Implications

There are no significant implications within this category.

#### 4.5 Engagement and Communications Implications

There are a number of communications and engagement aspects to this report that our Communications team are aware of, and they are working closely and proactively with relevant officers where appropriate.

#### 4.6 Localism and Local Member Involvement

There are no significant implications within this category.

#### 4.7 Public Health Implications

This paper clearly lays out the diverse contributions that are being made through the work of the Communities and Partnerships Directorate to health and wellbeing. It acknowledges that key to Public Health is the improvement of health and wellbeing which needs action across many determinants.

Implications	Officer Clearance
<b>Have the resource implications been cleared by Finance?</b>	Yes Name of Officer: Martin Wade
<b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?</b>	Yes Name of Officer: Gus de Silva
<b>Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?</b>	Yes Name of Officer: Amy Brown
<b>Have the equality and diversity implications been cleared by your Service Contact?</b>	Yes Name of Officer: Adrian Chapman
<b>Have any engagement and communication implications been cleared by Communications?</b>	Yes Name of Officer: Sarah Silk

<b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b>	Yes Name of Officer: Adrian Chapman
<b>Have any Public Health implications been cleared by Public Health</b>	Yes Name of Officer: Val Thomas

<b>Source Documents</b>	<b>Location</b>
None	N/A



# COVID-19 OUTBREAK MANAGEMENT

Why?	<ul style="list-style-type: none"> <li>• To protect the population from risk and harm</li> <li>• To ensure people that need to self-isolate have no reason not to</li> <li>• To ensure the economic consequences of COVID-19 are minimised by ensuring people remain in work by supporting employers</li> <li>• To especially ensure that vulnerable and excluded groups are engaged and supported to achieve the above</li> </ul>
What?	<ul style="list-style-type: none"> <li>• Coordination of practical support for those tested positive or who are contact-traced</li> <li>• Coordination of targeted community messaging and engagement</li> <li>• Connecting the needs of communities to relevant public services</li> <li>• Supporting local Test and Trace activities</li> </ul>
How?	<ul style="list-style-type: none"> <li>• Continued close liaison and relationship management with District / City Councils and Parish / Town Councils, sustaining the Hubs Network</li> <li>• Continued close liaison and relationship management with voluntary, community and faith sector organisations, sustaining the Community Resilience Group</li> <li>• Management and delivery of the Outbreak Management support package</li> </ul>
Outcomes?	<ul style="list-style-type: none"> <li>• Fewer people with a positive test result, leading to fewer local lockdowns</li> <li>• More people retaining their employment</li> <li>• Reduced risk of social tensions</li> </ul>
Rationale?	<ul style="list-style-type: none"> <li>• The social, economic and wellbeing impacts of COVID-19 will be felt across society for years to come, and will impact public services as a consequence. The ways in which outbreaks are managed now will be vital to help mitigate and manage demand pressures across the system later. Working with communities, parish and town councils and partners offers the best chance to prevent local outbreaks from escalating, avoid local lockdowns, and prevent the reintroduction of shielding</li> <li>• 'LAs with higher levels of deprivation have residents who appear more vulnerable to the coronavirus crisis on a number of dimensions, potentially increasing service demands and challenges. Mental ill health, homelessness and overcrowding, interventions from children's social services, and receipt of free school meals are higher in LAs with high levels of more general deprivation. If, as evidence suggests, households already facing challenges and poverty are more vulnerable to the stresses and strains of lockdown and social distancing, the demand for support from LAs and other public services could increase' (IFS)</li> <li>• 'LAs serving more affluent communities and especially shire districts appear to be exposed to greater revenue risks due to their reliance on local taxes and SFCs income (rather than central government grants)' (IFS)</li> </ul>

## SUPPORT FOR CARERS

Why?	<ul style="list-style-type: none"> <li>To ensure those cared for by informal carers remain cared for at home, preventing or delaying the need for statutory intervention</li> </ul>
What?	<ul style="list-style-type: none"> <li>Engage direct with informal carers to listen to and talk with, and provide advice or signpost to new opportunities</li> <li>Identify informal carers where they are not currently known to us, and, where necessary, signpost to more formal support</li> <li>Ensure commissioned services are relevant and are responding to identified needs</li> </ul>
How?	<ul style="list-style-type: none"> <li>Regular contact with informal carers in ways that work for them</li> <li>Direct liaison with commissioners and commissioned providers to ensure they respond to identified needs</li> <li>Close liaison with Adult Social Care, Children's Services, Education and Health, to ensure known carers are supported in ways that are sensitive and relevant to their circumstances</li> <li>Develop community-led projects and opportunities, including those led by town and parish councils, that offer hyper-local buddying, befriending and practical support for carers and those cared for</li> </ul>
Outcomes?	<ul style="list-style-type: none"> <li>Reduced levels of carer breakdown</li> <li>Fewer people being cared for needing statutory interventions</li> <li>Better value for money from commissioned services</li> <li>Carers feeling and being more linked to local support and opportunities</li> </ul>
Rationale?	<ul style="list-style-type: none"> <li>There are an estimated 5.4 million people in England who provide unpaid care for a friend or family member, based on the 2011 census. Locally there are over 2000 'known' carers across Cambridgeshire and Peterborough providing hundreds of hours of support, and inevitably many hundreds more. Work throughout the emergency response phase identified many individuals with caring responsibilities that did not feel connected to their local community and therefore with an increased chance of carer breakdown; as a result of our work we created greater community connection, improved health and wellbeing and informal 'respite' through community support.</li> <li>Identifying 'hidden carers' through greater local outreach and join up of systems and services across a place and then linking them in with local community support will reduce the risk of carer breakdown, and as a result delay the need for statutory intervention for those being cared for (e.g. domiciliary care or residential care packages).</li> <li>Increasing the number of people using Direct Payments as a route to securing their own care through, for example, use of library hubs and through the work of Place Coordinators and Community Connectors will result in additional savings.</li> </ul>

## SUPPORT FOR OLDER PEOPLE

Why?	<ul style="list-style-type: none"> <li>To ensure older people, regardless of need or circumstance, are less isolated, have more opportunity to thrive within their own community, enjoy opportunities to learn and grow, and ultimately remain living independently, but safely, for as long as possible</li> </ul>
What?	<ul style="list-style-type: none"> <li>Engage direct with older people to listen to and talk with, and provide advice or signpost to new opportunities</li> <li>Ensure business-as-usual and commissioned services are relevant and are responding to identified needs</li> <li>Provide practical, hands-on support for older people within their own communities that reduces risk of harm and maintains independence</li> </ul>
How?	<ul style="list-style-type: none"> <li>Regular contact with older people in ways that work for them, either direct or via coordination of support from local councils and community organisations</li> <li>Direct liaison with commissioners and commissioned providers to ensure they respond to identified needs</li> <li>Close liaison with Adult Social Care and Health, to ensure vulnerabilities are understood and people are supported in ways that are sensitive and relevant to their circumstances</li> <li>Develop community-led projects and opportunities, including those led by town and parish councils, that offer buddying, befriending and practical support for older people</li> </ul>
Outcomes?	<ul style="list-style-type: none"> <li>Reduced levels of loneliness and isolation</li> <li>Fewer older people needing statutory interventions</li> <li>Better value for money from in-house and commissioned services</li> <li>Stronger communities as a result of locally-developed opportunities</li> </ul>
Rationale?	<ul style="list-style-type: none"> <li>The total population of people aged over 65 in Cambridgeshire and Peterborough is 125,600. This constitutes 19.17% of the overall population. However by 2025 the size of the population aged 65 and over is expected to increase to 141,500 - over one fifth of the population. 12% of people over 65 are likely to suffer from loneliness. In Cambridgeshire and Peterborough alone that equates to around 15,000 people. The link between loneliness and isolation and mental wellbeing is well-documented and is evident through the COVID-19 experience</li> <li>The Gloucestershire Village and Community Agents project resulted in £1.2 million savings, with every £1 of scheme investment creating a £3.10 return (with a focussed effort on increasing independence and better quality of life)</li> </ul>

## INCREASED TAKE-UP OF TEC

Why?	<ul style="list-style-type: none"> <li>To enhance independence and reduce the need for statutory intervention amongst vulnerable residents by maximising the prevalence of TEC in peoples' homes</li> </ul>
What?	<ul style="list-style-type: none"> <li>Showcase TEC in ways that are accessible, non-threatening and non-intimidating</li> <li>Develop ways in which people new to TEC can be supported by local services and communities</li> <li>Provide feedback to Adult Social Care and Health colleagues, as well as TEC developers and providers, that ensures TEC keeps pace with locally identified need</li> <li>Use the engagement opportunities afforded through TEC to extend reach into other forms of digital solutions that reduce loneliness and isolation or increase opportunities for learning and growth</li> </ul>
How?	<ul style="list-style-type: none"> <li>Showcasing of TEC products in local, safe settings including static and mobile libraries, the Think Communities Bus, community centres and village halls, and GP surgeries</li> <li>Regular contact with existing, and identification of potential new, users of TEC to understand needs and ensure the TEC solutions entirely appropriate</li> <li>Direct liaison with commissioners and TEC developers / providers to ensure they respond to identified needs</li> <li>Close liaison with Adult Social Care and Health, to ensure vulnerabilities are understood and people are supported in ways that are sensitive and relevant to their circumstances</li> <li>Develop community-led projects and opportunities that provide ongoing practical support for TEC users</li> </ul>
Outcomes?	<ul style="list-style-type: none"> <li>Fewer vulnerable people needing statutory interventions</li> <li>Enhanced independence leading to increased quality of life, health and wellbeing</li> <li>Stronger communities as a result of locally-developed opportunities</li> </ul>
Rationale?	<ul style="list-style-type: none"> <li>Think Communities will support the APC TEC workstream in increasing referrals and take-up to support and further enable the savings targets to be achieved. Libraries will be used to showcase and demonstrate TEC, and library staff, parish councillors, volunteers and place-based staff will ensure that TEC users have the support they need to operate it safely, and that they have networks around them should safety concerns or alerts be triggered</li> <li>Through meaningful local community work, it is likely that potential new TEC users will also be identified, stretching the APC savings target further</li> </ul>



# SUPPORT FOR CHILDREN AND ADOLESCENTS

Why?	<ul style="list-style-type: none"> <li>To ensure that vulnerable or at-risk children and adolescents have maximum opportunity to flourish, thrive and achieve in society, reducing or removing the likelihood of statutory intervention</li> </ul>
What?	<ul style="list-style-type: none"> <li>Coordinate the development and delivery of locally based, bespoke opportunities for children and adolescents, built through partnership networks or agencies, focussing initially on supporting care leavers, young carers, NEET young people, adolescent-aged young people involved in crime, and the Best Start in Life programme</li> <li>Develop ways in which young people can be supported by local services and communities, and can contribute positively to their own communities</li> <li>Ensure gaps in provision or opportunity are identified and filled through collaboration or commissioning</li> </ul>
How?	<ul style="list-style-type: none"> <li>Direct liaison with young people, and with the services and agencies that work with them, to identify need and understand the data</li> <li>Work with partners in District and City Councils, Parish and Town Councils, other public sector agencies, and across the community, voluntary and faith sectors, to build creative, relevant and meaningful opportunities that engage young people positively</li> <li>Provide feedback to Children's Services, Education and Criminal Justice colleagues, as well as commissioned providers, that ensures services keep pace with locally identified need</li> <li>Build and maintain cross-agency directories of local opportunities and support</li> </ul>
Outcomes?	<ul style="list-style-type: none"> <li>Fewer vulnerable or at-risk young people needing statutory interventions</li> <li>Supporting more joined-up service provision for children pre-birth to 5, leading to better school readiness</li> <li>Improved long-term outcomes for young people, including economic independence, social action and positive health and wellbeing</li> <li>Appropriate respite for young carers, and opportunities for them to positively engage beyond their caring roles</li> <li>Stronger communities as a result of locally-developed opportunities</li> </ul>
Rationale?	<ul style="list-style-type: none"> <li>Evidence that young people are caught up in criminal exploitation at a much earlier age in communities where there are protective factors in place</li> <li>Positive engagement and activities with children and young people in the places that they live is critical to achieving the outcomes identified – e.g. enabling more voluntary sector activities, providing safe places to go and people to talk to, and providing greater parenting support</li> <li>For every £1 invested in quality early care and education, taxpayers save up to £13 in future costs; in addition for every £1 spent on early years education, £7 would need to be spent to have the same impact in adolescence</li> </ul>

# TACKLING FOOD AND FUEL POVERTY AND SECURITY

Why?	<ul style="list-style-type: none"> <li>To tackle health inequalities and improve the health and wellbeing of our population by ensuring that all households in Cambridgeshire and Peterborough have access to, and can afford, healthy food, produced locally where possible, and that nobody falls below the official poverty line as a consequence of heating their home</li> </ul>
What?	<ul style="list-style-type: none"> <li>Coordinate the development and delivery of projects that ensure the short-term, urgent needs of households without access to food or affordable warmth are met</li> <li>Ensure there is an equitable offer available to all communities, regardless of location</li> <li>Coordinate the development of permanent solution to food and fuel insecurity that reduces and then removes food and fuel poverty and that supports local producers and providers</li> </ul>
How?	<ul style="list-style-type: none"> <li>Direct liaison with District and City Council, Parish and Town Council, and voluntary, community and faith sector groups to build and maintain a comprehensive database of urgent food provision</li> <li>Work with and support local agencies and groups where there are identified gaps in urgent support</li> <li>Work closely with partners to build a comprehensive food and fuel security strategy that ensures the longer term causes of food and fuel poverty are addressed</li> <li>Ensure council services are adapted to support people who are vulnerable to food and fuel poverty and insecurity</li> </ul>
Outcomes?	<ul style="list-style-type: none"> <li>Eradication of food and fuel poverty across Cambridgeshire and Peterborough</li> <li>Access to food at the most local level as part of community or a service that makes sense to users</li> <li>Ensuring that any programmes or systems put in place link with environmental and economic sustainability</li> <li>Improved long-term outcomes for vulnerable households, including better and more sustained employment, improved educational standards, and improved quality of life</li> <li>Stronger communities as a result of locally-developed opportunities</li> </ul>
Rationale?	<ul style="list-style-type: none"> <li>Poor diet or inadequate access to food is associated with increased risk of chronic disease including coronary heart disease (CHD), stroke, type 2 diabetes and certain cancers. It results in increased falls and fractures in older people</li> <li>It has been estimated that approximately 70,000 deaths could be avoided annually across the UK if the public consumed healthy diets</li> <li>Food poverty is associated with obesity, resulting from a diet low in fruit and vegetables and high in low-cost energy-dense foods</li> <li>Health and nutrition have long been known to have close links with overall educational attainment. Better nourished children often perform significantly better in school</li> <li>Finally, limited but growing evidence supports the link between poor diets and anti-social behaviour. Improved nutrition has been linked with fewer incidents of violence and other serious incidents</li> </ul>

# IMPROVING SOCIAL MOBILITY

Why?	<ul style="list-style-type: none"> <li>To reduce health, wellbeing, economic and social inequalities, leading to reduced levels of statutory intervention, increased economic prosperity, and improved quality of life for all residents</li> </ul>
What?	<ul style="list-style-type: none"> <li>Coordination of system-wide interventions that directly lead to positive outcomes including: <ul style="list-style-type: none"> <li>- Boosting incomes and reducing household costs</li> <li>- Improving early literacy and education standards, and raising skills</li> <li>- Strengthening families and communities</li> <li>- Delivering an effective benefit system</li> <li>- Promoting long term economic growth benefitting everyone</li> </ul> </li> </ul>
How?	<ul style="list-style-type: none"> <li>Development and delivery of a social mobility strategy and action plan, which complements, supports and builds upon local equivalents and locally provided opportunities</li> <li>Close liaison with all council services to ensure they are adapted to support people who are socially immobile</li> <li>Develop, with relevant local partners, place-based projects and opportunities that best meet the needs of local people</li> </ul>
Outcomes?	<ul style="list-style-type: none"> <li>Improved long-term outcomes for vulnerable households, including better and more sustained employment, improved educational standards, and improved quality of life</li> <li>Stronger communities as a result of locally-developed opportunities</li> </ul>
Rationale?	<ul style="list-style-type: none"> <li>There has been an average increase in new Universal Credit claimants of 138%, with 2,584 more people claiming universal credit since March 2020. This is expected to increase when the furlough scheme ends. In Cambridgeshire and Peterborough there are 117,700 people on furlough or on self-employment support.</li> <li>Cost of child poverty to local authorities in Cambridgeshire and Peterborough (reflecting extra expenditure and lost income) is estimated at £303m</li> <li>£1 in every £5 of all spending on public services is needed because of the impact and cost poverty has on peoples' lives</li> <li>Impacts of poverty on children include poor physical and mental health, underachievement at school, employment difficulties later in life, social deprivation and bullying</li> </ul>

# IMPLEMENTING PLACE-BASED COMMISSIONING

Why?	<ul style="list-style-type: none"> <li>To prevent and delay the need for statutory interventions from public services by delivering services, internal or via other providers, at the most appropriate local level that address need, embrace opportunity for collaboration, achieve best value, and maximise positive outcomes</li> </ul>
What?	<ul style="list-style-type: none"> <li>Build an in-depth, practical knowledge of every place and community, their issues, needs, challenges and opportunities, their assets and potential, and the ways in which we can collectively improve outcomes</li> <li>Using this knowledge, commission services at the most appropriate geographical level</li> <li>Have an initial focus on high demand and high cost service areas, or on tackling outcomes that prevent communities from thriving</li> </ul>
How?	<ul style="list-style-type: none"> <li>Development of hyper-local local profiles that present a comprehensive picture of local places, and that enable the ability to build local solutions</li> <li>Work closely with existing services and commissioners to identify innovative ways to reimagine service design and delivery, based on profiles and local engagement</li> <li>Develop the role of libraries as local commissioners, making the most of their accessibility, local profile, local knowledge and local connections</li> <li>Have an initial focus on redesigned local commissioning arrangements for domiciliary care</li> <li>Work with town and parish councils to seek support to develop local models of delivery</li> </ul>
Outcomes?	<ul style="list-style-type: none"> <li>Services provided, either direct or via other providers, that are best suited to local need and circumstance, and that exploit the value of local community infrastructure and support</li> <li>Improved outcomes for local people, via services and support provided to them at the most local level, reducing and delaying demand for statutory interventions as a consequence</li> </ul>
Rationale?	<ul style="list-style-type: none"> <li>Place-based commissioning offers opportunities to ensure provision of services that best meet local, evidenced need, and that add significant qualitative value sitting alongside other forms of local, community-led support</li> <li>An initial focus on provision of domiciliary care will see commissioners working with libraries to build a granular level of knowledge about communities, residents and local resources, and create local arrangements for new forms of provision as a result – e.g. social or micro enterprises</li> <li>Over 3 years in Rural Somerset a focus on micro enterprises has supported 194 new enterprises to develop, created a peer support network of 164 micro-enterprises, and helped increase the uptake of direct payments by 43.6%. Between them these enterprises: <ul style="list-style-type: none"> <li>support 600 older people</li> <li>create 180 local jobs</li> <li>provide 23,500 hours of care or support a week</li> <li>equivalent to nearly £20 million of annual expenditure</li> </ul> </li> </ul>

**Draft Parish Clusters – Subject to ongoing discussion and change**

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Abington Pigotts CP	161	1
Arrington CP	379	1
Barrington CP	1083	1
Bassingbourn cum Kneesworth CP	2902	1
Croydon CP	202	1
Fowlmere CP	1259	1
Foxton CP	1276	1
Gamlingay CP	3639	1
Great and Little Chishill CP	655	1
Guilden Morden CP	977	1
Harston CP	1821	1
Haslingfield CP	1782	1
Hatley CP	180	1
Hauxton CP	964	1
Heydon CP	228	1
Litlington CP	815	1
Little Gransden CP	298	1
Longstowe CP	186	1
Melbourn CP	4772	1
Meldreth CP	1947	1
Orwell CP	1046	1
Shepreth CP	778	1
Shingay cum Wendy CP	154	1
Steeple Morden CP	1118	1
Tadlow CP	182	1
Whaddon CP	661	1
Wimpole CP	301	1

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Babraham CP	329	2
Duxford CP	2067	2
Great Shelford CP	4472	2
Hinxton CP	311	2
Ickleton CP	730	2
Little Shelford CP	855	2
Newton CP	373	2
Pampisford CP	357	2
Sawston CP	7281	2
Stapleford CP	2044	2
Thriplow CP	1160	2
Whittlesford CP	1637	2

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Balsham CP	1562	3
Bartlow CP	84	3
Carlton CP	165	3
Castle Camps CP	644	3
Fen Ditton CP	727	3
Fulbourn CP	4820	3
Great Abington CP	900	3
Great Wilbraham CP	669	3
Hildersham CP	214	3
Horningsea CP	336	3
Horseheath CP	484	3
Linton CP	4668	3
Little Abington CP	499	3
Little Wilbraham CP	443	3
Shudy Camps CP	327	3

Stow cum Quy CP	501	3
Teversham CP	3104	3
West Wickham CP	415	3
West Wrating CP	467	3
Weston Colville CP	463	3

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Ashley CP	604	4
Bottisham CP	2369	4
Brinkley CP	377	4
Burrough Green CP	421	4
Burwell CP	6438	4
Cheveley CP	2125	4
Chippenham CP	519	4
Dullingham CP	789	4
Kennett CP	363	4
Kirtling CP	333	4
Lode CP	843	4
Reach CP	339	4
Snailwell CP	198	4
Stetchworth CP	681	4
Swaffham Bulbeck CP	922	4
Swaffham Prior CP	915	4
Westley Waterless CP	136	4
Wicken CP	861	4
Woodditton CP	2063	4

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Fordham CP	2799	5
Haddenham CP	3400	5
Isleham CP	2441	5
Soham CP	12677	5
Stretham CP	2003	5
Thetford CP	794	5
Wilburton CP	1558	5

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Ely CP	21624	6

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Coveney CP	448	7
Downham CP	2674	7
Littleport CP	9738	7
Mepal CP	964	7
Sutton CP	4058	7
Wentworth CP	180	7
Witcham CP	397	7
Witchford CP	2287	7

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Benwick CP	1157	8
Chatteris CP	11058	8
Doddington CP	2373	8
Manea CP	2503	8
Wimblington CP	2221	8



<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
March CP	23087	9

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Christchurch CP	815	10
Elm CP	4136	10
Gorefield CP	1268	10
Leverington CP	3485	10
Newton CP	760	10
Parson Drove CP	1417	10
Tydd St. Giles CP	1156	10
Wisbech St. Mary CP	3943	10

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Wisbech CP	25490	11

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Whittlesey CP	16622	12

***N.B. Service Delivery Areas 13, 14 and 15 relate to Peterborough-only***

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Alwalton CP	288	16
Chesterton CP	88	16
Denton and Caldecote CP	211	16
Elton CP	649	16
Farcet CP	1783	16
Folksworth and Washingley CP	912	16

Haddon CP	86	16
Holme CP	597	16
Morborne CP	86	16
Sibson-cum-Stibbington CP	534	16
Stilton CP	2191	16
Water Newton CP	58	16
Yaxley CP	9554	16

***N.B. Service Delivery Area 17 relates to Peterborough-only***

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Bury CP	2110	18
Ramsey CP	8109	18
Upwood and the Raveleys CP	1278	18
Wood Walton CP	240	18

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Alconbury CP	1537	19
Alconbury Weston CP	788	19
Barham and Woolley CP	79	19
Brampton CP	5161	19
Brington and Molesworth CP	347	19
Buckworth CP	113	19
Bythorn and Keyston CP	324	19
Catworth CP	367	19
Conington CP	142	19
Covington CP	147	19
Easton CP	171	19
Ellington CP	579	19
Glatton CP	290	19

Great Gidding CP	189	19
Hamerton and Steeple Gidding CP	191	19
Leighton CP	191	19
Little Gidding CP	58	19
Old Weston CP	224	19
Sawtry CP	5630	19
Spaldwick CP	664	19
Stow Longa CP	136	19
The Stukeleys CP	1549	19
Upton and Coppingford CP	222	19
Winwick CP	70	19

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Buckden CP	2817	20
Diddington CP	51	20
Godmanchester CP	7065	20
Grafham CP	696	20
Great Paxton CP	1016	20
Kimbolton CP	1415	20
Little Paxton CP	4023	20
Offord Cluny and Offord D'Arcy CP	1301	20
Perry CP	1882	20
Southoe and Midloe CP	464	20
Tilbrook CP	206	20

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Huntingdon CP	25680	21

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Fenstanton CP	3118	22
Hemingford Abbots CP	624	22
Hemingford Grey CP	3012	22
Hilton CP	1042	22
Holywell-cum-Needingworth CP	2455	22
Houghton and Wyton CP	2015	22
St. Ives CP	17087	22

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Barton CP	828	23
Bourn CP	3545	23
Caldecote CP	1422	23
Cambourne CP	7633	23
Caxton CP	1464	23
Childerley CP	413	23
Comberton CP	2327	23
Conington CP	224	23
Coton CP	938	23
Elsworth CP	724	23
Eltisley CP	350	23
Fen Drayton CP	880	23
Grantchester CP	590	23
Graveley CP	167	23
Great Eversden CP	230	23
Hardwick CP	2552	23
Harlton CP	327	23
Kingston CP	243	23
Knapwell CP	119	23
Little Eversden CP	543	23

Madingley CP	223	23
Papworth Everard CP	3771	23
Papworth St. Agnes CP	116	23
Toft CP	536	23

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Abbotsley CP	726	24
Croxton CP	165	24
Great Gransden CP	967	24
Great Staughton CP	882	24
Hail Weston CP	709	24
St. Neots CP	33517	24
Toseland CP	161	24
Waresley-cum-Tetworth CP	269	24
Yelling CP	218	24

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Boxworth CP	218	25
Cottenham CP	6224	25
Landbeach CP	855	25
Lolworth CP	151	25
Milton CP	4802	25
Over CP	2843	25
Rampton CP	410	25
Swavesey CP	2603	25
Waterbeach CP	5258	25
Willingham CP	4100	25

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Bar Hill CP	4007	26
Dry Drayton CP	649	26
Girton CP	4886	26
Histon CP	4648	26
Impington CP	4872	26
Longstanton CP	3721	26
Oakington and Westwick CP	1569	26
Orchard Park CP	2480	26

***N.B. Service Delivery Area 27 relates to Cambridge City***

<b>PARISH</b>	<b>POPULATION</b>	<b>SERVICE DELIVERY AREA</b>
Abbots Ripton CP	358	28
Bluntisham CP	1927	28
Broughton CP	232	28
Colne CP	877	28
Earith CP	1583	28
Kings Ripton CP	202	28
Old Hurst CP	256	28
Pidley cum Fenton CP	464	28
Somersham CP	3767	28
Warboys CP	3943	28
Wistow CP	506	28
Woodhurst CP	309	28
Wyton-on-the-Hill CP	1528	28

**VOLUNTARY AND COMMUNITY SECTOR – INFRASTRUCTURE SUPPORT AGREEMENT**

**To:** Communities and Partnership Committee

**Meeting Date:** 3 September 2020

**From:** Adrian Chapman: Service Director of Communities and Partnerships

**Electoral division(s):** All

**Forward Plan ref:** 2020/007      **Key decision:** Yes

**Outcome:** The planned re-commissioning and procurement of voluntary and community sector Infrastructure support services across Cambridgeshire and Peterborough. This service will be key to delivering the aspirations of the ‘Think Communities’ unified approach.

**Recommendation:** The Communities and Partnership Committee is asked to:

- a) Agree the commencement of the tender process for Voluntary and Community Sector Infrastructure Support Services across Cambridgeshire.
- b) Agree to receive a further report in May 2021 following the procurement process but prior to the contract being awarded.

<b>Officer contact:</b>		<b>Member contact:</b>	
Name:	Elaine Matthews / Helen Andrews	Name:	Cllr Steve Criswell
Post:	Think Communities Manager /Commissioner	Post:	Chairman
Email:	Elaine.Matthews@cambridgeshire.gov.uk / Helen.Andrews@cambridgeshire.gov.uk	Email:	Steve.Criswell@cambridgeshire.gov.uk
Tel:	01223 706385 / 0223 72857	Tel:	01223 706385 /01487 740745

## **1. BACKGROUND**

- 1.1 The investment the council makes to support voluntary and community infrastructure support services to frontline voluntary and community organisations sends a strong signal to the voluntary and community sector about their value and contribution to our communities, as well as informing, influencing and inspiring future practice and policy.
- 1.2 In October 2019, Communities and Partnership Committee approved the proposed approach to tender for voluntary and community sector infrastructure support services jointly with Peterborough City Council (PCC). In July 2020 Committee endorsed an extension to the current grant agreement with Support Cambridgeshire, the current provider of this service within Cambridgeshire, up to 30 September 2021 to allow officers to restart the tender process following a pause whilst focus was necessarily diverted to the COVID-19 response, business continuing and recovery planning and for adherence to procurement regulations.
- 1.3 The newly-commissioned service will be a key enabler in our delivery of the Think Communities unified approach. It will work closely alongside the organisations representing parish and town councils (specifically Cambridgeshire Action with Communities in Rural England (ACRE), the Cambridgeshire and Peterborough Association of Local Councils (CaPALC), and the Society of Local Council Clerks (SLCC), and will support the enhanced role we are developing with these organisations to ensure the vital role that local councils play in supporting, developing and enabling our communities is maximised.

## **2. MAIN ISSUES**

- 2.1 Voluntary and Community Infrastructure Support Services are currently delivered to frontline Voluntary and Community Organisations (VCO) in both Cambridgeshire and Peterborough through separate grant agreements and by different organisations. This investment in infrastructure support services sends a strong signal to the voluntary and community sector about their value and contribution to our communities as well as informing, influencing and inspiring future practice and policy.
- 2.2 Joint commissioning of this service in keeping with the Think Communities unified approach will allow funding from Cambridgeshire County Council (CCC) and Peterborough City Council (CCC) to be combined into one tender process with two 'lots'. These contracts will share a common specification but be specific to geographical areas for delivery. Previous reports suggested the geographical split could be across the north and the south of the county. As a result of the feedback from potential suppliers during soft market testing as well as from VCOs, the lots will now be considered as:
  - Lot One for the provision of services across Cambridgeshire (£128k contract value)
  - Lot one for the provision of services across Peterborough (£40k contract value)
- 2.3 Papers to Committee in October 2019 and July 2020 also suggested the possibility of a third lot, focused on supporting the work of the Clinical Commissioning Group to the value of £18,000 pa. That shared approach has now been picked up appropriately outside of this contract and as part of Early Intervention and Prevention Framework procurement.



- 2.4 Significant engagement with stakeholders, current and potential providers and Council service leads undertaken prior to March 2020, plus consideration of the Public Service Board Grand Challenges (giving people a good start; ensuring that people have good work; creating a place where people want to live; and ensuring that people are healthy throughout their lives), have all contributed to the development of intended outcomes and the service specification for this service.
- 2.5 In particular the response of the voluntary and community sector and the infrastructure support organisations during the pandemic has further shaped our collective thinking for future commissioning of this service so that it continues to significantly contribute to the recovery phase, building further resilience within our communities and therefore cost avoidance in the future by supporting residents who do not have local support networks in place to meet their basic needs, and supporting the economic recovery with VCS support to give people opportunities to get them work-ready or to give them opportunities for better work. The learning from the response to the pandemic has also shown the compelling and impactful difference our local parish and town councils play in supporting their communities and coordinating positive action, and we will be continuing the development of a broader and more significant role for this first tier of local government through our direct relationships with them as well as with the bodies representing them as described in section 1.3.
- 2.6 The procurement will take an outcomes-based commissioning approach and the draft specification focuses on four broad outcomes. The VCS have provided a strong steer on the value of those and the type of support they will need from the provider(s) in order to deliver those outcomes. They will provide the council, the provider(s) and those who are supported through this commissioned service with the flexibility and ability to prioritise delivery to maximise impact, including for example, on the Think Communities areas of focus. In broad terms, the draft outcomes are as follows:

**Outcome 1: To have sustainable, well run voluntary and community sector organisations**

- Ensuring good governance, strong financial management, business planning, strategic planning and project management
- Having robust safeguarding policy and practices
- Having well managed community assets including community and village halls
- Having good volunteer management with effective policies and practice which enable good levels of recruitment and retention.
- Being representative of the diversity in the local population

**Outcome 2: To have effective collaborative partnership and networks which work together across sectors using strength and asset based approaches, fostering a unified approach to shared priorities**

- Sharing knowledge and practice through peer learning
- Working with other organisations in a place-based way
- Connecting local people, networks and services
- Coming together on specific topics at conferences or networking events, working together on joint funding applications
- Working together across the VCS to agree and provide suitable representation for the sector with funding and public sector partners and share the priorities of the Commissioners with the VCS

**Outcome 3: To have new and established groups and projects which support both local community and Commissioners' priorities**

- Supporting the creation, development and continuation of Community Groups that will meet the priorities of Commissioners and their local delivery area
- Developing a shared understanding of health, social care and other local principles and priorities
- Enabling activities which give people opportunities to get them work-ready or to give them opportunities for better work
- Making sure activities are diverse, inclusive and accessible to all
- Encouraging people to take social action and learn from each other, to feel able to develop innovative approaches which meet local needs
- Helping people to live independently and prevent reliance on statutory services

**Outcome 4: To have strong vibrant communities with good community spirit**

- Building capacity and resilience so people can help themselves and each other
- Fostering and harnessing community energy and spirit, supporting spontaneous local action to participate in a safe and effective way
- Learning from the local lived experience during Covid19, providing a legacy to local action by supporting the creation and development of place based community led actions
- Helping people feel safe and healthy

In all cases, the successful bidder will need to clearly demonstrate the ways in which they will engage with parish and town councils, Cambridgeshire ACRE, CaPALC and the local branch of the SLCC.

- 2.7 The detailed specification will further inform the potential providers of the Think Communities unified approach priority areas, in particular areas where a sustainable and well run VCS organisation with strong enabling support in place can make an impact with our residents and in the community, including for example as part of COVID-19 outbreak control, local support for carers, buddying for older people, increasing awareness of available technology to maintain independent living, creating volunteer opportunities for young people not in education, employment or training, supporting residents in food and fuel poverty, and helping us to better understand both the unique needs of our communities but also the potential for local delivery of key services through place-based commissioning.
- 2.8 The total annual investment in this services is expected to be in the region of £168,000 with £128,000 per annum from CCC and £40,000 per annum from PCC.
- 2.9 If approved, the tender documents will be live from 5 January 2021 to 5 February 2021. Between February 2021 and the end of April 2021, there will be a period of evaluation, including interviews with prospective contractors, before a recommendation for final approval to award being made by the end of April. It is proposed that a further report is then provided to Committee at its May 2021 meeting.
- 2.10 The duration of this contract will be for five years (3+2), therefore the Cambridgeshire County Council's total contribution to the contract is £640,000. This is in excess of £500,000 and is therefore a key decision. We are asking the Committee to delegate authority to the Service Director for Commissioning, in consultation with the Chairman of

the Communities and Partnership Committee, to award funding when the award of contract is made.

### **3. ALIGNMENT WITH CORPORATE PRIORITIES**

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

- The VCS supports people to have a good quality of life in a range of ways. There is evidence that community participation supports the adoption of a healthy lifestyle and builds engagement in health and wellbeing improving initiatives.
- VCS infrastructure support in building VCS capacity and to support communities that are safe, and good places to live, is a cornerstone of our early help and preventative strategies for vulnerable people.

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

- The VCS employs a significant number of people and contributes positively to the local economy.
- This affords opportunities for individuals and communities to develop skills through participating in their community which will help them within the workplace and build resilience to undertake initiatives that improve and enable independence, health and well-being.

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

- The support of the VCS makes a real difference to the lives of children and families, providing opportunities for the whole population to succeed and to enable improved outcomes.

#### **3.4 Net zero carbon emissions for Cambridgeshire by 2050**

- A positive impact as people will be enabled to access services more locally as well as reducing demand on services which currently have a higher carbon footprint.

### **4. SIGNIFICANT IMPLICATIONS**

#### **4.1 Resource Implications**

The report above sets out details of significant implications in Section 2.

#### **4.2 Procurement/Contractual/Council Contract Procedure Rules Implications**

- The report sets out details of significant implications.
- Procurement services are involved throughout this process to ensure compliance.
- UK law insists that a contract this size goes to open market when the existing contract expires.

#### **4.3 Statutory, Legal and Risk Implications**

- Legal services are involved in drawing up the contract terms and conditions, Memorandum of Understanding and Delegated Partnership Agreements between Cambridgeshire and Peterborough Councils.

#### **4.4 Equality and Diversity Implications**

- Evidence indicates that some services delivered by local people within local communities can be more successful than statutory services at reaching people who may need support.
- Building a strong VCS to help people help each other should therefore support more equal and diverse accessible provision locally
- Some of our services will become increasingly more localised, so that we can meet local and individual need within each specific community context

#### 4.5 **Engagement and Communications Implications**

- Engagement and consultation activities have taken place with a variety of stakeholders across Cambridgeshire and Peterborough including the VCS. The VCS have had a key role in deciding on the support required through the VCS Infrastructure support contract.

#### 4.6 **Localism and Local Member Involvement**

- The role of Members helps in contributing towards the success of a thriving local VCS. Members can connect local groups to this support.

#### 4.7 **Public Health Implications**

- A thriving VCS supports individuals and communities to take responsibility for their own physical and mental health. It can engage them in taking steps to adopt a healthy lifestyle and other health improving activities
- Building community resilience and VCS infrastructure will impact on many of the needs identified in different Joint Strategic Needs Assessments (JSNAs), including the following:
  - Long term conditions
  - New communities
  - Homelessness and at risk of homelessness
  - Vulnerable children and adults
  - Carers
  - Older people's mental health
  - Substance Misuse
  - Unhealthy lifestyles.

<b>Implications</b>	<b>Officer Clearance</b>
<b>Have the resource implications been cleared by Finance?</b>	Yes Name of Financial Officer: Emma Jones
<b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?</b>	Yes Name of Officer: Jeandre Hunter
<b>Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?</b>	Yes Name of Legal Officer: Fiona McMillan

<b>Have the equality and diversity implications been cleared by your Service Contact?</b>	Yes Name of Officer: Adrian Chapman
<b>Have any engagement and communication implications been cleared by Communications?</b>	Yes Name of Officer: Christine Birchall
<b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b>	Yes Name of Officer: Adrian Chapman
<b>Have any Public Health implications been cleared by Public Health</b>	Yes or No Name of Officer: Val Thomas

<b>Source Documents</b>	<b>Location</b>
State of the Sector Survey 2019	<a href="https://www.supportcambridgeshire.org.uk/state-of-the-sector-survey-2019/">https://www.supportcambridgeshire.org.uk/state-of-the-sector-survey-2019/</a>
Best Start in Life	<a href="https://camweb.cambridgeshire.gov.uk/our-organisation/where-we-work-how-we-work-who-we-work-with/best-start-in-life/strategy-aims-to-give-children-the-best-start-in-life/">https://camweb.cambridgeshire.gov.uk/our-organisation/where-we-work-how-we-work-who-we-work-with/best-start-in-life/strategy-aims-to-give-children-the-best-start-in-life/</a>
Adults: accessing community support	<a href="https://www.cambridgeshire.gov.uk/residents/adults/organising-care-and-support/types-of-support/community-support/">https://www.cambridgeshire.gov.uk/residents/adults/organising-care-and-support/types-of-support/community-support/</a>
Think Communities	<a href="https://www.cambridgeshire.gov.uk/council/communities-localism/community-resilience">https://www.cambridgeshire.gov.uk/council/communities-localism/community-resilience</a>



**COMMUNITIES CAPITAL FUND – ENDORSEMENT OF RECOMMENDATIONS (SEPTEMBER 2020)**

**To:** Communities and Partnership Committee

**Meeting Date:** 3 September 2020

**From:** Adrian Chapman, Service Director - Communities and Partnerships

**Electoral division(s):** All, with particular relevance to the following:

- Alconbury and Kimbolton
- Burwell
- Godmanchester and Huntingdon South
- Sawston and Shelford
- Wisbech West

**Forward Plan ref:** N/A

**Key decision:** No

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

**Recommendation:** The Committee is recommended to:

**Approve the following applications for funding:**

- (i) Great Shelford Parish Council - £109,000 for a playscape project;
- (ii) Fenland District Council - £240,000 for the Wisbech park pavilion;
- (iii) Kimbolton Parish Council - £23,591 for a new humpbacked crossing;
- (iv) Godmanchester Town Council - £190,000 for the community plant nursery;
- (v) Godmanchester Sports Football Association Trust - £220,000 for improvements to the club house and access road; and
- (vi) Burwell Parish Council - £131,125 for refurbishment of the Gardiner Memorial Hall.

<b>Officer contact:</b>		<b>Member contacts:</b>	
Name:	Ian Phillips	Names:	Cllr Steve Criswell
Post:	Head of Communities and Partnerships Integration	Post:	Chairman
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## 1. BACKGROUND

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

- ix. State Aid considerations will form part of the overall application and review process.
- x. Applications will need to be endorsed by, and submitted via, either the local County Councillor, or the County Council's Community Champion for the area.

## 2. MAIN ISSUES

2.1 During July and August, two member panels were convened to consider projects. The Panels considered how the projects met the funding criterion and recommended that the following are approved for funding:

2.2 **Great Shelford Parish Council - £109,000.** Great Shelford's recreation ground has poor play provision for children and young people and shares the space with many stakeholders. Local surveys showed that residents view the current equipment as dated and in poor repair, with toddlers, teenagers and people with additional needs not being catered for. As a result, volunteers created a new charity to develop a masterplan for the area. Working with the local community and parish council, various elements of this masterplan have already been delivered.

Currently, the area suffers from vandalism and anti-social behaviour, and local young people do not feel any sense of ownership or connection to the place. Great Shelford Playscape has taken particular care to ensure that the voices of young people were heard. Young people explained that they wanted somewhere safe to socialise, that they felt excluded from the playground and that the old skate ramp was very difficult to ride. The project will therefore meet their needs of local residents and those from surrounding villages. Match funding of £78,000 from the charity will contribute towards the project costs.

2.3 **Fenland District Council - £240,000.** Wisbech Park is a popular venue within the town and is well used by the community for a range of organised events and individual social and leisure activities. Within the park, there is a disused former changing rooms, which this project will renovate, expand and reopen for community use. The new pavilion will provide a hub for community activities, including arts, a pop up café, a meeting place, changing rooms for sports and managed toilet provision, including a fully accessible toilet – something that the park does not currently include. Match funding of £20,000 is provided by the Town and District councils.

2.4 **Kimbolton Parish Council £23,591.** The project is to construct a safe pedestrian crossing on the B645 Thrapston Road to enable pedestrian traffic to safely cross the B645 which is a busy road connecting St Neots to Higham Ferrars. A humped pedestrian crossing will enable pedestrians to safely cross the road, either on foot, in a wheelchair or on a motorised scooter, which in turn will enable safer access by school children to the local primary school, Mandeville Hall and Scout Hut. Elderly residents currently face difficulties visiting the doctor's surgery, supermarket, along with the bus stops for services to Huntingdon and other local towns. Match funding of £24,000 is available from the Parish and District Councils.

2.5 **Godmanchester Town Council - £190,000.** The plant nursery in Godmanchester transferred from the District Council to the Town Council in April 2020. This is a popular community asset within the town, holding social events and providing many

volunteering opportunities for people to come together and deliver positive outcomes for mental and physical health. The Town Council is keen to invest into the site to provide improved facilities, including improving gas and solar electricity to greenhouses and poly tunnels. The project will also improve access to the site, particularly for disabled users, but also provide increased capacity for bikes and buggies. The Town Council will also look to develop a mobile classroom on site to improve space for community meetings. Match funding of £100,000 is available to support the project.

- 2.6 **Godmanchester Sports Football Association Trust - £220,000.** The football club is located at the edge of the town and close to a large, new housing development. The town is set to expand by an estimated 2,000 residents over the coming years through the new development, and will have no access to social or community facilities within this part of the town. The football club is already a popular venue, hosting 16 sports teams and supporting a wide range of community groups, who use the club house to hold social engagements and community events.

The project will expand the existing club house to be able to host more community bookings, and will improve the narrow access road (a former farm entrance) to improve safety and allow for access for larger vehicles to access the site. Investment into the access road, will also enable the Trust to bid for a 3G pitch (valued at £600k) from the Football Association, who specified the access upgrade as a condition to be addressed.

- 2.7 **Burwell Parish Council - £131,125.** The interior of the well-used Gardiner Memorial Hall in the village has remained largely unchanged since the 1960's. This project will bring the facility up to modern standards in order to further widen its appeal and usage within this growing village in order to continue to meet demand, whilst ensuring that it benefits from all aspects of modern technology. The improvements will achieve the environmental standards set by the parish council and reduce its carbon footprint, reduce running costs, and ensure that it remains robust and fit for purpose for the next 50 years.

The project will not only achieve redesigned access to improve usage by those who are physically challenged, but also widen its appeal to all local users by creating additional facilities and space, whilst reorganising others in order to maximise safety, usability, environmental or other identified issues.

## 2.8 **Summary of Community Capital Funding**

Since the fund launched in April 2020, 63 applications have been received requesting £9,753,587. Including projects within this report, 35 projects have been approved or recommended for approval, totalling £5m from a £5m budget, there are therefore no further projects that will be approved.

Each project was scored by a cross party member panel, based upon a recommendation from officers and criterion as agreed in the March 2020 Committee meeting (**Appendix 1**). A project must score at least 60 points out of 100 in order to be recommended to Committee for approval.

2.9 Projects funded are as follows:

- Sawtry Skate Park - £18,000
- Somersham Parish Council, outdoor play equipment - £32,561
- Over Parish Council, enhancements to Overcote - £25,597
- Estover Park - £35,000
- Tower Hall, Friday Bridge - £36,000
- Woodhurst Village Hall upgrade - £12,954
- Winwick Village Hall upgrade - £20,000
- Stilton Parish Council play equipment - £37,500
- Caresco, Sawtry Mancave - £41,500
- Swaffham Prior Village Hall refurbishment - £62,000
- Cambourne Town Council youth hub – £237,000
- Ramsey Neighbourhood Trust community hub - £350,000
- March Rugby Club club house -£234,000
- Viva (Soham Mill) renovation- £498,317
- Gorefield Parish Council pavilion extension - £198,000
- Stretham Parish Council new community hub - £500,000
- Fenstanton Village Hall Trust new community hub - £500,000
- Hilton Village Hall improvement audio/visual equipment– up to £10,000
- Eversden Parish Council play equipment - £20,000
- Wisbech Town Council – up to £150,000 for Market Place Enhancements
- Hauxton Parish Council extension to the community hub - £88,855
- Brampton Parish Council Men's Shed- £50,000
- Stapleford and Shelford Youth Initiative - £12,000
- Christchurch Community Centre - £15,000
- Littleport Parish Council community hub – up to £406,000
- St Mary's Church, Bartlow stable block conversion - £81,000
- Melbourn Parish Council community hub extension- £65,000
- Girton Parish Council pavilion extension- £275,000
- Fenland District Council – up to £75,000 for improvements to West End Park

2.10 Overall, the Communities Capital Fund has been highly successful and has provided vital investment into many community projects across the county. There has been a wide range of approved projects covering areas such as:

- Improved outdoor play equipment
- Men's' Sheds
- Upgrades and extensions to village halls
- New build community hubs where multiple services and activities will take place
- Improvements to parks and recreation grounds
- Investment into arts facilities
- Improvements to sporting hubs
- Improved youth facilities
- Redesigned market place

2.11 However, not all projects can be funded and 28 applications were rejected. Whilst the reasons varied from project to project, there were a number of common themes:

- Sporting projects – many applications were from organisations looking for significant investment into the sports club, due to the building and facilities becoming dated. These tended to be single sports club which offered little in the way of wider community engagement or impact, outside of their main sporting offer
- Lack of match funding – some projects had no match funding in place, or had yet to apply for other external grants
- Limited community impact – many projects failed to demonstrate the community need for a project, or what impact it would have locally
- Occasional use projects – some applications were for projects that would only have occasional use at certain times of the year, for example splash parks
- Projects which were still in the early stages of development – some projects were at the beginning of their planning and had yet to be fully developed. This meant that the detail hadn't been worked through, there was limited or no community consultation and that it would be quite some time before the project could be realised

## **2.12 Governance and monitoring arrangements**

As set out in the Committee report of 6 August, successful applicants are subject to the terms and conditions within the County Council grant agreements. Once projects are approved, officers will monitor the ongoing delivery of projects, providing support and assistance where required, ensuring that the project is able to be linked effectively to wider placed based activity within the community.

A key part of the monitoring process is ensuring that applicants deliver the outcomes stated within their project plan. Funding to applicants will therefore be at set milestones and subject to satisfactory progress being made, before any further payments will be made.

## **2.13 Change of funding award – March Bears.**

Finally, in July 2020 the Committee approved a grant of £234,000 to the March Bears Rugby Club. Since this time, the March Sports Association (a partnership formed of the rugby club, plus other sports clubs using the site) have taken ownership of the project to redevelop the club house. March Sports Association are a community interest company, who hold the lease to the site and have been successful in an application to Sport England for match funding. The grant from the Communities Capital Fund will therefore be paid to March Sports Association instead of March Bears – all other project details remain unchanged.

## **3. ALIGNMENT WITH CORPORATE PRIORITIES**

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

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

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

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

### 3.3 **The best start for Cambridgeshire's Children**

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

### 3.4 **Net zero carbon emissions for Cambridgeshire by 2050**

Investment into community projects will help to improve local services and activities for residents, reducing the need to travel to towns/villages across Cambridgeshire.

## 4. **SIGNIFICANT IMPLICATIONS**

### 4.1 **Resource Implications**

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

### 4.2 **Procurement/Contractual/Council Contract Procedure Rules Implications**

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

### 4.3 **Statutory, Legal and Risk Implications**

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

### 4.4 **Equality and Diversity Implications**

There are no significant implications for this category.

### 4.5 **Engagement and Communications Implications**

There are no significant implications for this category.

### 4.6 **Localism and Local Member Involvement**

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

### 4.7 **Public Health Implications**

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

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





**Communities Capital Fund Scoring Guidance**

<p><b>Criterion 1</b> - Will the project improve specific priority outcomes for the local community, based on the Think Communities area profile, e.g. increasing skills, reducing loneliness, tackling obesity</p> <p>POSSIBLE SCORE OF 30</p>	<p><b>20-30 points:</b> Project demonstrates the following:</p> <ul style="list-style-type: none"> <li>• Provides strong evidence of community need through published data or public consultations/surveys</li> <li>• Can demonstrate that they will provide multiple activities or usage for the community (e.g. a sports facility providing multiple sports and has other social/community use)</li> <li>• Will have wide community appeal and use</li> <li>• Will have frequent community use throughout the year</li> </ul> <p><b>10-20 points:</b> Project demonstrates the following:</p> <ul style="list-style-type: none"> <li>• Provides moderate evidence of community need, but does not provide any specific data, or has limited evidence of community support</li> <li>• Can demonstrate at least one other community benefit alongside the project's primary use (e.g. a sports facility offering at least two sports, or using its facilities for other social/community use)</li> <li>• Will have moderate community appeal and use</li> <li>• Will have regular community use throughout the year</li> </ul> <p><b>0-10 points:</b> Project demonstrates the following:</p> <ul style="list-style-type: none"> <li>• Provides little or no evidence of community need or how it will benefit the community</li> <li>• Has no other community benefit outside of the project's primary use (e.g. a sports facility providing only one sport and no other activity)</li> <li>• Will have limited community appeal and use</li> <li>• Has occasional or seasonal community use throughout the year</li> </ul>
<p><b>Criterion 2</b> - Will the project address inequality of access to services or activities, e.g. in rural communities?</p> <p>POSSIBLE SCORE OF 30</p>	<p><b>20- 30 points:</b> Project demonstrates the following:</p> <ul style="list-style-type: none"> <li>• Strong evidence of how the lack of current facilities impacts the community</li> <li>• Clear impact of how the community locally will benefit from having the project within their area</li> </ul> <p><b>10- 20 points:</b> Project demonstrates the following:</p>

	<ul style="list-style-type: none"> <li>• Moderate evidence of a lack of current facilities within the area and the impact on the community</li> <li>• Moderate impact of how the community will benefit from having the project within their area</li> </ul> <p><b>0-10 points:</b> Project demonstrates the following:</p> <ul style="list-style-type: none"> <li>• Limited evidence of lack of facilities within the area and how this impacts the community</li> <li>• Limited evidence to show how the community will benefit from having the project within their area</li> </ul>
<p><b>Criterion 3</b> - Will the project incorporate local community involvement in its design and implementation (including formal groups such as parish councils)?</p> <p>POSSIBLE SCORE OF 20</p>	<p><b>10- 20 points:</b> Project demonstrates the following:</p> <ul style="list-style-type: none"> <li>• Project applicant is an organisation rooted in its community (such as a charity, parish council or community organisation)</li> <li>• Applicant has clear evidence of working with the local community to deliver the project</li> </ul> <p><b>0-10 points:</b> Project demonstrates the following:</p> <ul style="list-style-type: none"> <li>• Project applicant is a public body, or an organisation not based within the immediate community.</li> <li>• Or, the project cannot demonstrate how the community will be involved in the design and delivery of the project.</li> </ul>
<p><b>Criterion 4:</b> What level of match funding is being, or will be achieved (noting that external match or match via community action will score higher than match from other CCC sources)?</p> <p>POSSIBLE SCORE OF 20</p>	<p><b>10-20 points:</b> Project can demonstrate match funding from non-County Council sources such as contributions from the applicant, community fundraising or bids to external organisations.</p> <p>In addition, there is strong evidence to show the balance between the community benefit, level of match funding and impact that County Council funding will provide.</p> <p><b>0-10 points:</b> the project doesn't have match funding confirmed, or it is from other County Council sources (for example Innovate and Cultivate funding).</p> <p>Or, there is limited evidence to show the balance between the community benefit, level of match funding and impact that County Council funding will provide.</p>

Projects must score a minimum of 60 points to be awarded funding.

# COMMUNITIES AND PARTNERSHIP COMMITTEE AGENDA PLAN



Cambridgeshire  
County Council

**Agenda Item No: 10**

## **Notes**

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

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

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

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

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

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

<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>03/09/20</b>	Minutes of the Meeting held on 6th August 2020	N Mills		<b>21/08/20</b>	<b>25/08/20</b>
	Coroner Service Annual Report	P Gell			
	Cambridgeshire County Council's Response to Covid-19	A Chapman			
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Voluntary and Community Sector (VCS) Infrastructure Tender	M Oliver	2020/007		
	Community Capital Fund – Endorsement of Recommendations (September 2020)	I Phillips			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			

<b>08/10/20</b>	Minutes of the Meeting held on 3rd September 2020	N Mills		<b>28/09/20</b>	<b>30/09/20</b>
	Cambridgeshire County Council's Response to Covid-19	A Chapman			
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Registration Service Annual Report	P Gell			
	Cambridgeshire Libraries – Implementation and Delivery of New Vision, and Open Access in Libraries	G Porter			
	Innovate & Cultivate Fund – Endorsement of Recommendations	E Matthews			
	Community Champions Annual Report	E Matthews			
	Business Planning	A Chapman / E Jones			
	Agenda Plan and Appointments	A Chapman			
<b>12/11/20</b>	Minutes of the Meeting held on 8th October 2020	N Mills		<b>02/11/20</b>	<b>04/11/20</b>
	Report of the Service Director for Communities and Partnerships	A Chapman			
	CUSPE – Growth Affecting Community-Led Solutions and Interventions	D McWherter			
	CUSPE – Tackling Climate Change Through Community-Based Networks and Resources	D McWherter			
	Local Council Development Plan – Annual Report	M Oliver			
	Support Cambridgeshire Annual Report	M Oliver			
	Cambridgeshire Libraries, Including Civic Partnership Project	G Porter			
	Shared and Integrated Services	A Askham			
	Effect of CPCA Bus Review on Local Communities	A Chapman			

	Think Communities	M Oliver			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			
<b>03/12/20</b>	Minutes of the Meeting held on 12th November 2020	N Mills		<b>23/11/20</b>	<b>25/11/20</b>
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Innovate & Cultivate Fund – Endorsement of Recommendations	E Matthews			
	Cambridgeshire Skills – 6 Month Report	T Meadows			
	Performance Report – Quarter 2 2020/21	T Barden			
	Business Planning	A Chapman / E Jones			
	Finance Monitoring Report	E Jones			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			
<b>21/01/21</b>	Minutes of the Meeting held on 3rd December 2020	N Mills		<b>11/01/21</b>	<b>13/01/21</b>
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Think Communities	M Oliver			
	Innovate & Cultivate Fund – Endorsement of Recommendations	E Matthews			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			

<i>[18/02/21] Provisional Meeting</i>					
<b>04/03/21</b>	Minutes of the Meeting held on 21st January 2021	N Mills		<b>22/02/21</b>	<b>24/02/21</b>
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Cambridgeshire Libraries, Including Civic Partnership Project	G Porter			
	Think Communities	M Oliver			
	Performance Report – Quarter 3 2020/21	T Barden			
	Finance Monitoring Report	E Jones			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			
<i>[01/04/21] Provisional Meeting</i>					