

COMMUNITIES AND PARTNERSHIP COMMITTEE: MINUTES

Date: Thursday 30th May 2019

Time: 2:00pm – 4:00pm

Venue: Kreis Viersen Room, Shire Hall, Cambridge

Present: Councillors S Criswell (Chairman), K Cuffley (Vice-Chairman), B Ashwood, H Batchelor, J French, J Gowing, M Howell, C Richards and D Wells.

Apologies: Councillors A Costello, L Every, L Nieto, A Taylor and S Taylor

160. APOLOGIES & DECLARATIONS OF INTEREST

The Chairman informed the Committee that the agenda's publication had omitted to include opening items noting confirmation that the Council had appointed Councillor Steve Criswell as the Chairman of the Communities and Partnership Committee for the municipal year of 2019-20 and Councillor Kevin Cuffley as the Vice-Chairman.

The Chairman also welcomed Councillor Barbara Ashwood, Councillor Amanda Taylor and Councillor Simone Taylor as three new members to the Committee.

Apologies were received from Councillors A Costello (substituted by J Gowing), L Every (substituted by D Wells), L Nieto (substituted by M Howell), A Taylor (substituted by H Batchelor) and S Taylor.

No declarations of interest were made.

161. MINUTES 25TH APRIL 2019 & MINUTES ACTION LOG

The minutes of the meeting held on 25th April 2019 were approved as a correct record and signed by the Chairman.

The Action Log was noted.

162. PETITIONS AND PUBLIC QUESTIONS

No petitions or public questions were received.

163. LIBRARIES FUTURE MODEL – CIVIC PROGRAMME

With the responsibility for library and other cultural services having been transferred to the Community and Partnership Committee by Full Council on 14th May 2019, the Committee received a report on the Council's partnership with Civic, which had been ongoing since 2018. It was noted that Civic's aim of bringing together and supporting the community in order to accelerate and deepen change was in alignment with the Committee's objectives. Members were informed that the Council's intention to not only keep libraries open but also to actually expand their services went against the national

trend and therefore Cambridgeshire represented the ideal place for Civic to work alongside the local authority and attempt to drive national behaviour.

In the presentation of the report, Members' attention was drawn to the proposed locations for prototype libraries listed in section 3.4, although they were also informed that the objective was for the scheme to be rolled out to all libraries across the county within three years. While no funding had currently been provided by the Council, it was confirmed that any future funding requests would be made through the Committee.

While discussing the report, Members:

- Clarified that once seed funding was arranged, the pilot schemes would be ready to start implementing very soon. An initial consultation phase would be held with the communities in which the seven proposed libraries lay to establish what they would like to see in the libraries, but the expertise and assistance was already set up.
- Established that the local Member for each area containing one of the proposed prototype libraries would be involved in the process.
- Expressed concern that the timescale was very tight and that given the objective was to see the scheme adopted across the country, three years might prove to be insufficient time. Officers noted that work had already been ongoing for over 12 months and that the timescale had been carefully planned. The Committee was also informed that the Department for Digital, Culture, Media and Sport had been involved from the beginning of the project and were operating an action plan on the same timescale and they were keen to see and support the scheme being implemented. It was also reiterated that the objective was not for every library to be completely incorporated in to the scheme within three years, but rather for every library to have begun the transition, although some would have become fully immersed by the end of this period.
- Requested to be provided with a copy of the project plan mentioned in section 2.6.1 of the report. Assurances were made to the Committee that they would be provided with regular reports on the programme and its progress.
- Acknowledged that they would be involved throughout the decision-making process, but expressed a desire for Member involvement in the management aspect of the project.
- Sought clarification on what the effects would be on staffing, suggesting that a higher number of volunteers and a subsequent reduction in training could affect the quality of the provision. Representatives from Civic assured Members that there was no intention to either increase or decrease staffing levels, while noting that the project provided an ideal opportunity to establish an updated definition of the role of a librarian, given that the required tasks had become substantially more varied and required an ever-expanding knowledge. It was argued that at the end of the process, staff would actually be better skilled and more confident.
- Confirmed that there was a fixed level of funding available for libraries which could not be exceeded. The programme was not aimed at creating savings, although it was acknowledged that future financial pressures could not be predicted and would have to be faced if and when they arose.

- Considered the selection of libraries for the seven prototypes, which had been selected from an extensive list which had contained detailed analysis on the potential of all the possible libraries. It was emphasised by officers that although seven had been selected for the initial stage, none of the County's libraries would be neglected and all of them would eventually be incorporated in to the scheme.
- Noted the significant rural population of the county and sought clarification on how the programme would access remote areas. A representative from Civic acknowledged the concern but informed Members that one of the reasons for choosing Cambridgeshire as the ideal place to trial the project was precisely because of its rural nature and the challenges that this put forward. The process would involve establishing the assets of the libraries in all the communities and how best to take advantage of them, including through the use of pop-up and mobile libraries. Ensuring that other networks, such as transport, were included in the process was also considered to be of great importance.
- Established that all the libraries across the county would be incorporated in to the scheme. Members had expressed concern that the list of libraries on the Council website appeared to not include some libraries, such as Clay Farm Community Centre Library, and that as a result, such libraries would be overlooked. The Assistant Director of Cultural and Community Services committed to investigate the issue and ensure that the list of libraries was up to date. **Action required**

It was resolved unanimously to:

- a) Note the work to date and approve the project going ahead;
- b) Review regular progress updates to the Committee, make decisions on behalf of the Council and engage in working groups, as required; and
- c) Support officers' active participation in this project and champion it with others.

164. HATE CRIME – THIRD PARTY REPORTING PROVISION

The Committee received a report providing an update on the setting up of hate crime third party reporting services across Cambridgeshire, the latest stage of which had involved Community Champions in identifying suitable locations for each area of the County. The Assistant Director of Public Protection noted the assistance provided by the Community Champions, as well as Councillor Manning who assisted in the absence of a South Cambridgeshire Community Champion and Tiff Lane, the Cambridgeshire Constabulary Hate Crime Officer.

It was proposed that a main reporting centre would serve as a hub in each area, with smaller satellites operating in the different communities, many of which already existed. Wide consultation with the community had been held on an ongoing basis, along with a review of the police hate crime reporting process. Members were informed that the reporting centres could be established and opened by the end of June 2019, if the Committee agreed to the proposals set out in the report.

In discussing the report, Members:

- Suggested that an event similar to 'Hope not Hate' in Cambridge would serve to bring communities together to talk about issues and ensure they were aware of how the reporting process worked. It was noted that such outreach work was vital to the programme, rather than simply expecting victims of hate crime to take the initiative.
- Considered whether Cambourne would be a more suitable location than Melbourn for the main reporting centre in South Cambridgeshire. Councillor Manning, who had proposed Melbourn as the preferable location, was not at the meeting and therefore the Committee was unable to discuss the reasons behind its selection.
- Suggested that 'politics' should be added to the list in the first paragraph of Appendix 4 as a further cause of crime against a person, citing the recent murder of a Member of Parliament as an example. The Assistant Director of Public Protection noted that the wording around hate crime was largely set on the basis of a national agenda, but he confirmed that such an incident would be regarded as a hate crime and therefore agreed to share this feedback with the Constabulary and ask they discuss this suggestion at the county hate crime board. **Action required.**
- Established that the locations of the reporting centres would not necessarily be permanent and that they may be moved at a later date if feedback suggested that it would be of benefit.
- Approved the development of online reporting facilities, noting that it was ideal to offer the greatest number of different means for reporting as possible. The Committee was informed that the highest number of hate crimes were actually reported via online services.
- Sought clarification over whether reported hate crimes were recorded in a police register. It was confirmed that this only occurred when it was considered a criminal matter, with a distinction made between hate incidents or hate crimes and with the latter involving a formal investigation and potential arrests. It was also noted that not only the police followed up on reported hate crimes, with other members of the multi-agency risk group, such as safety partnerships, also fulfilling the role.
- Proposed the need for an effective feedback mechanism to ensure that the process worked well and was kept in check, noting that such features of the rape reporting process had revealed serious problems, which had allowed for them to then be addressed to improve the process. It was observed that one of the benefits of a multi-agency approach was a high level of scrutiny, with members of the public, faith groups and other community organisations able to observe the process at all stages.
- Requested an explanation for the high number of reported hate crimes that had been reported in the media earlier in the day. The Assistant Director of Public Protection explained that he was unaware of the report and therefore unable to comment on the specific figures but noted that hate crime reporting regularly experienced peaks and troughs. He pointed out that higher numbers of reported crimes allowed for a greater understanding of the issues, although conversely it was obviously ideal to receive as few reports as possible.

- Confirmed that doctors and other NHS staff were involved and trained throughout the process in order to participate in the potential identification of hate crimes, such as knife wounds.

It was resolved unanimously to:

- a) Note the work of Community Champions to identify 3rd party reporting centres; and
- b) Support the conclusions of this report and to support the relaunch of the 3rd Party reporting initiative.

165. TACKLING POVERTY AND IMPROVING SOCIAL MOBILITY

The Committee received a report containing the Council's proposed commitment to tackling poverty and improving social mobility as an appendix, which itself contained priorities and actions for 2019-20 that were necessary to fulfil the Council's statutory duty. While most of the data was included in the aforementioned appendix, attention was drawn to a summary of the findings of the cross-party working group detailed in section 2.2 of the report, as well as the themes that were shaping future work, which were listed in sections 2.5 and 2.6.

In discussing the report, Members:

- Observed the figures listed on page 54 of the report and queried whether factors had been identified that led to the high percentages of child poverty that were listed, noting that it was difficult to generalise on a village level when each street or even each family could be described as a unique situation. Officers assured the Committee that extensive work had been carried out to break down the numbers and that such information was informing how to best move forward. It was also noted that the targeting of specific issues in specific areas, or even streets, was a common practice and that the figures presented in the report only represented a broad summary. The Service Director of Community and Safety identified that while four of the five areas listed as having the highest concentrations of child poverty were heavily involved in the Think Communities scheme, one of them (Cottenham) was not. He proposed developing work in that community, given the high level of child poverty that had been reported. While Members agreed with the proposal, some suggested that given that the figures were almost double in other areas, resources should be allocated to where they were most needed. **Action required**
- Suggested that the Council should be setting an example to other employers by committing to pay the real Living Wage, as did Cambridge City Council. A request was made by one Member for information on how much it would cost the Council to implement such a policy. **Action required**
- Approved the focus on inequalities within communities, with Members suggesting that such issues were prevalent in newer communities, such as Trumpington. It was confirmed that developers were consulted on the issue of poverty and inequality throughout the planning and construction stages.
- Established that all service leads would be reporting back to the Communities and Partnership Committee after six months and also twelve months, either with a report

or a workshop session, in order to provide monitoring and scrutiny of the work being carried out.

- Considered the importance that Children Centres played in tackling child poverty and expressed concern over the lack of provision. One Member requested information regarding the Children Centre in Darwin Green, which had received planning permission but had progressed no further. **Action required**

It was resolved unanimously to:

- a) Approve the Statement of Commitment and Actions for 2019-20; and
- b) Approve the recommendation to work alongside partners in all sectors to develop a shared approach to tackling poverty and improving social mobility from 2020 and beyond, across Cambridgeshire and Peterborough.

166. COMMUNITIES AND PARTNERSHIP COMMITTEE DELIVERY PLAN 2019-20

The Committee received a report which outlined the main issues that the Communities and Partnership had worked on successfully during 2018/19, as well as proposals for priorities during 2019/20 and key performance indicators (KPIs) to monitor them. In presenting the report, the Service Director of Community and Safety noted that the list was not comprehensive and that further responsibilities may also be added in the future, but that it represented the main themes that the Committee would be considering. It was acknowledged that the KPIs currently presented to the Committee were often buried within detailed financial reports and it was proposed for the suggested KPIs to be presented to the Committee separately, with a quarterly progress report on the priorities and their relevant performance indicators.

It was resolved unanimously to:

- a) Adopt the priorities as set out in the report; and
- b) Agree to receive quarterly monitoring reports.

167. FINANCE AND PERFORMANCE REPORT – OUTTURN 2018-19

The Committee received the Outturn 2018-19 Finance and Performance Report for People and Communities (P&C), which included emphasis on the budgets for which the Committee held responsibility. It was noted that the overall P&C overspend was close to the level that had been expected, with a slight improvement from a forecast of £4.83m to the final figure of £4.756m. The Service Director of Community and Safety asserted that although it was well established that work carried out by the Committee was having positive effects across the Council, such successes would hopefully be evidenced in the following year's figures in a clear demonstration of their impact.

In discussing the report, Members:

- Noted that library and other cultural services would be included in future P&C finance reports, following the transfer of responsibility to the directorate.

- Enquired on the reasons for spikes and increases leading to the eight red indicators listed in section 4 of the report. Officers said that they would investigate the causes and report back to the Committee. **Action required**

It was resolved unanimously to:

Review and comment on the report.

168. COMMUNITY CHAMPIONS ORAL UPDATES

The Committee noted brief oral updates provided by the following Councillors:

- Councillor French, who noted that due to the recent local elections there was little action from other councils to report on, although there was a significant level of interest in extending timebanking schemes, and she informed the Committee that she would be attending a meeting on the Market Towns Initiative the following week.
- Councillor Richards, who drew attention to work carried out alongside Cambridge City Council on tackling poverty, as well as progress that had been made on sanitary product provision at community centres and libraries.

169. COMMUNITIES AND PARTNERSHIP COMMITTEE – AGENDA PLAN, TRAINING PLAN AND APPOINTMENTS TO OUTSIDE BODIES AND COUNCIL CHAMPIONS

The Committee noted its Agenda Plan having been informed that the reserve meeting date on 8th August 2019 would probably be used for a Committee meeting.

The Committee declined to appoint representatives to The Library Presents (Outside Body) and the Libraries Steering Group (Internal Advisory Group), in order to consult officers and members for suitable appointments following the transfer of responsibility to the Committee. Once decided, the appointments would be ratified at the next Committee meeting.

It was resolved unanimously to:

- a) Review the agenda plan attached at Appendix 1;
- b) Agree the appointments to outside bodies as detailed in Appendix 3, except for the appointment to The Library Presents, which would be appointed at the next Committee meeting, and subject to the appointment of Councillor Hay as the Council's representative to the Chatteris Community Centre Association and to confirm that the following organisations / groups no longer require appointments to be made and should be deleted:
 - Cambridge Council for Voluntary Service
 - Cambridgeshire and Peterborough Association of Local Councils (CAPACL) District Committees
 - Huntingdonshire Area Partnership; and
- c) Agree the appointments to internal advisory groups and panels as detailed in Appendix 4, except for the appointment to the Libraries Steering Group, which would be appointed at the next Committee meeting.

170. EXCLUSION OF PRESS AND PUBLIC

It was resolved unanimously to:

Exclude the press and public from the meeting on the grounds that the following report contained exempt information under Paragraph 3 of Parts 1, 2, 3 and 4 of Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed: information relating to any individual, and information relating to the financial business or affairs of any particular person (including the authority holding that information).

171. CAMBRIDGESHIRE ADULT LEARNING AND SKILLS – POSITION PAPER

The Committee received a report detailing the outcomes of the review of the Cambridgeshire Adult Learning and Skills Service and the progress in advancing the changes required. Members were reminded that funding of the Adult Education Budget would be devolved from central government to the Cambridgeshire and Peterborough Combined Authority (CPCA) as of 1st August 2019. Having conducted its own review, the CPCA had developed a skills strategy which was due to be considered by the CPCA Board on 31st July 2019. The Committee was informed that anything put forward by the Council would have to be in line with that strategy.

During the presentation of the report, it was emphasised that despite good work currently being undertaken, urgent changes were needed in order to align the service with the strategy being put forward by the new funding body. Providers across the country had undergone similar changes over recent years. It was explained that the intention of the new strategy was to encourage people in to the first steps of adult learning on a targeted basis. Consultations had been held with subcontractors to establish how the changes would affect funding and the ability to continue offering certain subjects.

Attention was drawn to the significant changes to the staffing and organisational structure within the local authority, with additional training required for staff so that they could provide advice, guidance and help on progression through the education system. This would include a need for higher staffing levels as well as a greater number of locations from which to operate, especially in areas that have been identified as most in need of assistance, such as Fenland. Consultations were being held with key stakeholders across the County to ensure that such an infrastructure could be developed.

In discussing the report, Members:

- Established that although staff were aware of imminent changes, due to discussions with providers and unions, further information and consultation could not be communicated until their approval had been granted, probably during the second half of June.
- Suggested that the service should approach local councils for use of space in their buildings, in order to ensure delivery was available in all areas of the County.

- Considered a discussion held by the Poverty Working Group and its concerns over the failure to ensure progression, approving that the new strategy specifically targeted the issue.
- Expressed concern over the expected drop in the number of learners, although it was acknowledged that this would largely be due to the reduction in subsidised leisure classes, with the focus shifting to more intensive and beneficial courses. It was argued that such a change was necessary to ensure higher levels of progression.
- Established that most of the work was currently being done in Cambridge and South Cambridgeshire, while the intention was to extend that across the County.
- Compared the service to that provided by regional colleges. It was observed that the focus of the Council's work was on an entry level, such as basic literacy, language and computer skills, with an emphasis on starting students off and setting them on their way. It was suggested that colleges were good at teaching people once they were settled in and that in this way the local authority and the colleges could work together and use their resources to create the best results. Members agreed that providing a solid base to allow for more substantial and long-term progression was fundamental to success.

It was resolved unanimously to:

Note the work underway and continue to support the progress in moving the Service to an arms-length service, as summarised at section 2.2.16.

Chairman
4th July 2019