

Thursday, 21 January 2021

Democratic and Members' Services
Fiona McMillan
Monitoring Officer

10:00

Shire Hall
Castle Hill
Cambridge
CB3 0AP

COVID-19

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

AGENDA

Open to Public and Press

CONSTITUTIONAL MATTERS

1 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 3rd December 2020

View minutes here: [Minutes - 3rd December 2020](#)

2b Communities and Partnership Committee Action Log

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3 Petitions and Public Questions

DECISIONS

4	Report of the Service Director for Communities and Partnerships	7 - 26
5	Innovate and Cultivate Fund 2019-2020 Evaluation Report	27 - 48
6	Community Champions Oral Updates	
7	Communities and Partnership Committee Agenda Plan	49 - 54

The Communities and Partnership Committee comprises the following members:

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

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 Lucy Nethsingha and Councillor Mandy Smith

Clerk Name:	Nick Mills
Clerk Telephone:	01223 699763
Clerk Email:	nicholas.mills@cambridgeshire.gov.uk

Communities and Partnership Committee Minutes Action Log

This is the updated action log as at 13th January 2021 and captures the actions arising from recent Communities and Partnership Committee meetings and updates Members on the progress in complying with delivery of the necessary actions.

Minutes of 12 th March 2020					
Minute number	Item title	Responsible officer(s)	Action	Comments	Status
249.	Domestic Abuse and Sexual Violence Service Review and White Ribbon Campaign	J Cullum	Investigate the possibility of the Council signing up to the Employers' Initiative on Domestic Abuse (EIDA).	The Council has now signed up for the Employer's Initiative on Domestic Abuse (EIDA) and a plan is in place to ensure the organisation continues to meet the requirements of the membership charter, including training for HR staff and signposting staff to specialist support services.	Complete

Minutes of 8 th October 2020					
Minute number	Item title	Responsible officer(s)	Action	Comments	Status
312.	Libraries Open Access Project	G Porter	Establish how the Open Access Project could connect to other programmes and strategies currently being developed across the County.	A full overview of opportunities will be incorporated in the library service report due to be presented to the committee in March 2020.	Ongoing

314.	Innovate and Cultivate Fund – Endorsement of Recommendations – October 2020	E Matthews	Include information on how previously funded projects had fared after receiving funding in the next Innovate and Cultivate report	Updates included in the 'Innovate and Cultivate Fund – 2019-20 Evaluation and Endorsement of Recommendations' report to be presented at the Committee meeting on 21st January 2021.	Complete
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Minutes of 3rd December 2020

Minute number	Item title	Responsible officer(s)	Action	Comments	Status
324.	Report of the Service Director for Communities and Partnerships	A Chapman	Provide Members with information on the cost of branding for Cambridgeshire Local.	Information circulated to Members on 10 th December 2020.	Complete
			Include information in the January Service Director report related to the allocation of remaining funds from the Winter Grant Scheme following the provision of financial support to those eligible for free school meals, as well as qualitative information about the types of people that had come forward and the type of support that had been provided.	Information included in the January 2021 Service Director Committee report.	Complete
325.	Cambridgeshire Skills Six-Month Review	T Meadows	Circulate guidance produced by the LGA for councillors accountable for adult and community learning.	Guidance circulated to Members on 3 rd December 2020.	Complete

		A Chapman	Provide the Committee with further details on a request from a community group in March for a license to develop some unused land.	Details included in the January 2021 Service Director Committee Report.	Complete
327.	Communities and Partnership Committee Review of Draft Revenue and Capital Business Planning Proposals for 2021-2026	A Chapman	Provide an update at the Committee meeting in January 2021 on the nature of the proposed savings related to the Committee in the Draft Revenue and Capital Business Planning Proposals for 2021-2026.	Update included in the January 2021 Service Director Committee Report.	Complete
328.	Performance Report – Quarter 2 2020-21 Financial Year	A Chapman	Include an analysis of the figures and profiles of hate crimes in the January Service Director report, and set out what the Council was doing to confront the situation.	Information included in the January 2021 Service Director Committee Report.	Complete

Report of the Service Director for Communities and Partnerships

- To: Communities and Partnership Committee
- Meeting Date: 21 January 2021
- From: Service Director of Communities and Partnerships, Adrian Chapman
- Electoral division(s): All
- Key decision: No
- Outcome: This Service Director report provides an overview of strategic activity relevant to this Committee, relating to both the response to the COVID-19 pandemic and 'business as usual' activity, and seeks to assure Members that the agreed direction of travel for the Committee's business is progressing at pace. Further, it is envisaged that the support of the Committee towards establishing and leading a clear and ambitious focus on social mobility will deliver sustained positive change and opportunity for our citizens, regardless of their circumstances.
- Recommendation: The Communities and Partnership Committee is asked to:
- a) Note and comment on the key themes discussed in this report; and
 - b) Endorse the proposals to create a clear and ambitious focus on social mobility to support levelling up all communities across Cambridgeshire.

Officer contact:

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Member contacts:

Names: Councillor Steve Criswell
Post: Chair
Email: steve.criswell@cambridgeshire.gov.uk
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1. Background

- 1.1 The Committee has agreed to receive a Service Director report at each of its meetings, setting out information, opportunities and challenges relating to the cross-cutting work that the Committee and its service directorate has responsibility for. This includes the service directorate's role in supporting the COVID-19 response.

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 holds responsibility for 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 provides information relating to this.

2.2 Proposed Service Priorities in 2021

- 2.2.1 Throughout most of the 2020 calendar year, the work of the service directorate combined maintaining service delivery for our core services alongside developing and delivering appropriate responses to the COVID-19 pandemic. This approach has been largely effective, and we have struck an appropriate balance between these two dimensions. However, although significant progress is underway towards vaccinating the whole population, we recognise that we will need to continue to strike the right balance for some considerable time to come, as we remain in the response phase of the pandemic.
- 2.2.2 However, the service directorate also has a significant role to play in leading sustained recovery beyond the response phase, for example supporting social mobility and social cohesion, supporting the most vulnerable or excluded groups, and supporting businesses.
- 2.2.3 For this reason, the service directorate is taking the opportunity to consider its approach to this combined work – business as usual, and supporting the response to and recovery from the pandemic – in a different way, which will connect more effectively the various workstreams. The Committee Chairman has requested we embark on a more focussed approach, developing a multi-service offer, with the intention of expanding to multi-agency, with this end in mind.
- 2.2.4 Addressing the impact that the pandemic has had so far on individuals, families, communities and businesses is perhaps the most important aspect of our work going forwards. If we can ensure that everyone has opportunities to thrive, despite the current situation, if we can support businesses to grow, if we can support communities to integrate and remain resilient, and if we can support our colleagues to protect the most vulnerable residents from harm, we will be making a lasting and positive impact as a result of our work.
- 2.2.5 We have laid extremely solid foundations for this approach, largely through the development of our Cambridgeshire Local approach. Strongly supported by the Committee, we have been able to deliver our combined response to the pandemic using all of the Cambridgeshire Local principles, which have now, in most aspects, become business as usual:

- we will always want to work systemically with all of our partners to support people at the most local levels who are vulnerable, isolated or excluded
- we will always want to work transparently with our local partners to find the most appropriate solutions to community challenges and take opportunities regardless of who leads
- we will always want to find ways to help people in immediate financial or other crisis by supporting community-led initiatives
- we will always want to support our statutory partners (social care, health, housing etc) to manage their own service demands by creating opportunities for everyone to remain independent

2.2.6 There are also aspects of work within the COVID-specific workstream that the service directorate is delivering that would benefit from review and alignment – for example, the work we do to support community testing, vaccination centres and rapid response outbreak management all require volunteer capacity, but at present, and largely because of the pace in which we must respond, we have tended to manage each of these in isolation of the next.

2.2.7 Bringing all of these various functions together into a more combined approach will ensure greater resilience, agility and flexibility, and will make best use of our resources. We are also likely to have a far more positive impact on the issues and challenges that are most pressing for our citizens, and to identify and take opportunities that help address them.

2.2.8 Going further, providing a consistent, common and powerful theme to the work the service directorate delivers, supported by the Committee, will help to maintain focus, avoid scope creep, and provide absolute clarity to the rest of the council and our partners for the vital role we must play. The theme that we believe is the most relevant to provide that focus is ‘social mobility’. This clarity of purpose and focus also aligns to recognition within Government of the importance of addressing social mobility, often referred to as ‘levelling up’. In recent weeks, the Government has confirmed that the Social Mobility Commission, previously embedded within the Department for Education, is moving to the Cabinet Office to be at the heart of Government ‘with new structures to ensure that policies are delivered to help the most disadvantaged communities’¹.

2.2.9 The World Economic Forum define social mobility as ‘the movement in personal circumstances either “upwards” or “downwards” of an individual in relation to those of their parents. In absolute terms, it is the ability of a child to experience a better life than their parents. On the other hand, relative social mobility is an assessment of the impact of socio-economic background on an individual’s outcomes in life’.

2.2.10 The time feels right to take these definitions and apply strong and consistent leadership at the local level, utilising the strength and power of the Cambridgeshire Local approach and the diversity and absolute commitment of our incredible partnership of public, voluntary, community and faith sector partners, to provide a concentrated focus on social mobility for all of our citizens and businesses.

2.2.11 The themes defined by inequalities are the same today as they were before the pandemic, but COVID-19 has exacerbated them, and new forms of inequality are emerging – for example, fewer opportunities for young people, impacts on informal carers, more people suffering anxiety and depression, and the inequalities identified through studies suffered by

¹ <https://www.gov.uk/government/news/social-mobility-commission-brought-into-heart-of-government>

Black, Asian and Minority Ethnic citizens.

2.2.12 Alongside the features described in 2.2.11, the Communities and Partnerships service directorate and Committee are ideally placed to lead this work and develop this focus because of the other core services we have responsibility for. For example:

- our community safety services will ensure that victims of crime or abuse are supported to recover from those situations, with new potential victims prevented from actually becoming so, in order that their social mobility is significantly enhanced
- our work with businesses through Trading Standards will help ensure local businesses are supported with the right information and advice to remain compliant and to thrive in the context of the new EU Trade Deal
- our work with families at challenging moments – for example, during inquests or when registering deaths – will help us to build a better picture of the issues and trends that our citizens face
- creativity and agility within our Cambridgeshire Skills service will help to ensure we provide the right opportunities for all of our residents to improve their employment and earning prospects
- our growing libraries and archives service will help to place vital council and other services within the heart of our communities
- our youth and community workers will help ensure we hear from and respond to the needs and aspirations of the next generations for whom social mobility will become even more vital

2.2.13 We have the opportunity now to take these unique circumstances and events to drive the levelling up agenda, with the support and strength of our partners, across our county. We need to coordinate initially a council-wide approach that enables citizens themselves to thrive – the engine room that will help to ensure our work is sustainable is formed by our citizens, and they will drive the change we are seeking if we provide the opportunities and infrastructure, such as that set out in 2.2.12. A clear recognition of this being our sole focus will help to create a strengths-based narrative, rather than seeing a set of insurmountable or challenging problems. Building on the solutions-focussed and common-sense approach we've taken over the last nine months, we have the opportunity to help our residents and businesses recognise us as convenors and enablers, rather than bureaucrats.

2.2.14 In seeking endorsement from the Committee for this new, ambitious and focussed approach, agreement and support is also sought for the concept of establishing a clearly defined package of practical support that the council, initially, can offer to citizens and businesses across Cambridgeshire, gradually increasing to incorporate a partnership-wide package incorporating the role and work of, for example, parish and town councils, district and city councils, the police and fire services, the NHS, voluntary sector organisations, faith groups and private business. We want our work to be informed by the multitude of research that exists in the field of social mobility, and we can take direction or inspiration from, for example, the Social Mobility Commission, but we also want our approach to be practical and accessible, right now as people begin to emerge from the pandemic and consider their longer term futures.

2.2.15 If the Committee supports this approach, it is recommended that time is dedicated at a Committee workshop to practically explore the themes in more detail, enabling the officer team to rapidly work up initial options, leading to a comprehensive report at the next available Committee meeting.

2.3 Service Updates

2.3.1 Think Communities

i. Developing priority activity for Think Communities

The officer team has continued to work through the numerous (sixty-six) ideas for priority activity generated through the recent staff and Committee workshops, with a focus on ensuring deliverability, impact, influence, and alignment to corporate priorities. This will lead to the production of a practical delivery plan which will be presented back to Committee, although this work will be reviewed in the context of the decisions taken from the discussion relating to social mobility.

ii. Cambridgeshire Local

We continue to socialise Cambridgeshire Local as the outward facing brand of Think Communities and we have invited our District and City colleagues to work alongside us to develop this in their areas as part of our planned area engagement events which will be taking place over the next few weeks. These important events will seek to:

- lay the foundations for a more integrated and place-focused way of working
- share what we see via data relevant for each area
- ask partners what they see, from their perspective
- establish how we can work in partnership to help people take the opportunities or get the support they need at the earliest point possible
- establish how we can continue to work with partners to build a more integrated and place-focussed way of working that makes sense to our citizens

iii. Voluntary Sector Infrastructure Contract Update

A Supplier engagement event took place on 9 December with interested suppliers receiving details on the tender process and main outcomes in the specification. The tender went live on 5 January and will remain open until 5 February, with evaluation taking place in February and March 2021.

iv. Think Communities Recruitment

The recruitment process for Place Coordinators and Community Connectors concluded in December. For information, the following represents the current recruitment and appointments status:

- Cambridge City:
Place Coordinator – Paul Connelly (to 31/3/21), then Diane Lane (from 1/4/21)
Community Connectors – Karen Reid (from 1/2/21) and Joanne Hunt (from 1/4/21)
- East Cambridgeshire:
Place Coordinator – Wendy Lansdown
Community Connectors – Caline Easey (from 25/1/21) and Christian Swarbrick (from 1/2/21)
- Fenland:
Place Coordinator – Adam Garford (from 25/1/21)
Community Connectors – Hayley Wynn (from 1/2/21) and 1 post remains vacant
- Huntingdonshire:
Place Coordinator – Sophie Terrill (from 26/2/21)

- Community Connectors – Posts remain vacant
- South Cambridgeshire:
Place Coordinator – Anita Howard
Community Connectors – Cath Sharman (from 25/1/21) and Scott Liddle (from 25/1/21)
- Peterborough (funded by Peterborough City Council, and for information only):
Place Coordinator – Nicola Francis
Community Connectors – Jessica Kennedy and Steve Harknett

n.b. where posts are still vacant, a second round of recruitment will run shortly and we are also in discussion with local partners to explore the possibility of secondments.

Also in December, we successfully recruited to our Think Communities Communications Officer, Business Intelligence Manager and Senior Analyst posts.

- v. **Support for Carers**
In recognition of the vast amount and range of work being undertaken to reach out to and support known and unknown informal carers, a single system plan for carers is being developed. Governance will sit with the Carers Steering Group with co-production and reference coming from a widened carer's partnership board which Cambridgeshire Local resource will support.
- vi. **Embedding research in to Cambridgeshire Local work**
The Cambridgeshire Local team has been working through the recommendations of the CUSPE report presented to Committee in December on the effects of Council decision making on the ability of communities to develop initiatives that lessen the need for formal health and social care services. These will be taken into consideration alongside our own internal learning from the pandemic to feed into our priority activity.
- vii. **Youth and Community Work**
All Autumn National Citizen Service delivery has now been completed, with 308 young people across Cambridgeshire and Peterborough completing the programme in this run. This is an excellent result given the adaptations which had to be made to make the programmes COVID-safe. We have also been working with the Children in Care participation team to deliver recruitment panel training to their young people, as well as supporting Centre 33 to create their own Young Carers Advisory Board.
- viii. **Repurposing Disused Land**
Adjacent to the March Community Centre, there is a disused piece of council-owned land. We were approached by a local community group, supported by the local Members, to see if there was any possibility of them utilising this land for a food-based project to be known as Grub Growers. The project seeks to enable local people to organically grow produce, learning in the process, that can be used to support local people. Alongside the benefit of converting disused land to good use, the project also supports our adult skills priorities and our health and wellbeing priorities. The council is in the process of issuing a licence to enable the group to use the land to deliver their project.

2.3.2 Community Safety

- i. The number of medium risk domestic abuse referrals has decreased, and high risk referrals have also slightly decreased during November and December.
- ii. A centralised Domestic Homicide Review (DHR) process has been agreed and most statutory Community Safety Partnership partners have agreed to contribute financially to this process. This will be managed through the Domestic Abuse and Sexual Violence Partnership, and will ensure that whenever a DHR is required, resources will be in place to support it.
- iii. All staff in specialist domestic abuse and sexual violence services have received Stop Suicide training from MIND.
- iv. The Ministry of Housing, Communities and Local Government has announced a new fund for local areas to develop systems change for those who face multiple disadvantage - [Changing Futures programme](#). The prospectus aligns very closely with the existing Counting Every Adult work in Cambridgeshire, and Making Every Adult Matter (MEAM) have offered to support our application. Expressions of Interest need to be submitted by 21 January. We have obtained support from both the Sub-Regional Housing Board and also the Public Service Board to co-ordinate and lead this bid on behalf of the system.
- v. As part of the performance report to Committee in December, we reported the latest hate crime levels, and Members requested further information including a fuller analysis and context. At time of writing, the required information hasn't yet been received, and so the Assistant Director for Community Safety will attend Committee in January to provide a verbal update.

2.3.3 Regulatory Services

- i. As part of our ongoing work to support our Coroner Service, following interviews for additional Assistant Coroners ten candidates were successful and will be appointed subject to Chief Coroner approval. This will mean more resources to run multiple Inquests and continue to make progress in clearing the backlog of cases generated through the pandemic. The Assistant Coroners are used as required and are not on full time contracts.
- ii. Planning permission for the Roger Ascham building in Cambridge to be used as the Registration Office has been delayed and is due to be heard at Planning Committee in January. It has been confirmed that the use of Castle Lodge has been extended to 31 July 2021. This will allow the team to take more bookings, although any beyond this date cannot be made until a new venue has been confirmed. The service is keeping the public as up to date as possible.
- iii. The service remains focussed on managing and implementing any legislative changes and requirements as a result of the EU Exit deal, both in terms of the council's statutory regulatory responsibilities as well as support to those businesses affected.

2.3.4 Cambridgeshire Skills

- i. We have successfully set up and delivered a Sector Work Academy Programme (SWAP) for the Department of Work and Pensions across Cambridgeshire to support the recruitment of work coaches and for general vacancies within the Civil Service. There have been 112 participants to date, and a 97% retention and achievement rate. The DWP have approached us to repeat this.

2.4 COVID-19 Coordination and Response Hub

2.4.1 The Service Director is continuing to play a system-wide leadership role in the ongoing COVID-19 response work, as a member of our own Gold command groups and those that form part of the Local Resilience Forum. Alongside leadership of the countywide Hub, the Service Director is working closely with NHS colleagues and the Director of Public Health to support the rollout of the vaccination programme, the introduction of targeted mass community testing, and the development and delivery of localised rapid response plans that adapt according to the latest epidemiology.

2.4.2 Following the announcement of a national lockdown, Clinically Extremely Vulnerable (CEV) people are once again being advised to shield. There are in the region of 32,500 CEV people across Cambridgeshire and Peterborough, and the countywide Hub along with our district and city council partners are coordinating support for anyone on this cohort that needs it.

2.4.3 The Government has issued a national Shielding Framework for local councils to deliver against, which identifies five core functions:

- To make and maintain contact with CEV residents, identifying support and other needs
- To deliver practical support, including access to food and essential supplies
- To provide regular reporting to the Ministry of Housing, Communities and Local Government
- To support the process of clinical review points for pausing or relaxing shielding measures
- To prepare for the end of Shielding and to support people to transition

In Cambridgeshire, we are very well placed to deliver these requirements, and indeed go further to ensure that any of our CEV residents are fully able to remain at home and protected from the virus.

2.4.4 In the spirit of our Cambridgeshire Local approach, we have worked with our district and city council colleagues to establish the most appropriate ways for CEV people to get the help they need. The offer of help will be consistent across the county – for example, it will provide access to food and essential supplies, will ensure that CEV people can safely obtain their medication, will ensure that people receive timely information and guidance, and will connect CEV people to local support arrangements where they exist. We will once again offer a 'no wrong front door' approach for CEV people to access help and support, although we have also established the following access arrangements:

- For people in the Cambridge City area: www.cambridge.gov.uk/coronavirus-ask-for-help or 01223 457000

- For people in the East Cambridgeshire District Council area: www.eastcamb.gov.uk/content/coronavirus-community-support or 01353 665555
- For people in the Fenland District Council area: www.cambridgeshire.gov.uk/coronavirus or 0345 045 5219
- For people in the Huntingdonshire District Council area: www.wearehuntingdonshire.org/ or 01480 388388
- For people in the South Cambridgeshire District Council area: www.cambridgeshire.gov.uk/coronavirus or 0345 045 5219
- Countywide coordination hub: www.cambridgeshire.gov.uk/coronavirus or 0345 045 5219

2.4.5 Our support model for the current period continues to be based on four main principles:

- Supporting people to be independent (our offer will give people the information and resources they need to help themselves)
- Local is best (individuals will be linked into local support in their area wherever it's available and appropriate)
- Building on existing relationships (we will work with and support our partners to provide the most appropriate support possible in ways that make most sense to those that need it)
- Data and Intelligence led (we will use our data, with our partners, to understand our CEV population and better tailor our offer of support)

2.4.6 All of the CEV residents across Cambridgeshire have been contacted by the Hubs with information about Shielding and the support available. They have also received communication from the Government. CEV people remain able to register for support via the National Shielding Support Service, which provides direct access to priority supermarket delivery slots as well as enabling CEV people to request help from their local council. Details of this service can be found at <https://www.gov.uk/coronavirus-shielding-support>. The national NHS Volunteer Responders service also remains available for people to access, and further details can be found at <https://nhsvolunteerresponders.org.uk/>.

2.4.7 Alongside support for CEV residents, the countywide Hub has continued to coordinate the provision of safe transport options for people with vaccination appointments that can't get to their vaccination centre, and is working with colleagues to provide redeployed staff or volunteers where necessary – for example, to support some schools with the need to carry out testing.

2.4.8 The Hub has also been delivering the Winter Support Grant Scheme, working closely with the Service Director for Education. In excess of 60,000 food vouchers were issued to eligible households before the Christmas holiday, and the Hub has separately received 3,610 individual requests for additional support (across Cambridgeshire and Peterborough). Cambridgeshire-specific applications so far total 2,044.

2.4.9 The District breakdown of the 2,044 requests is as follows:

- Cambridge City: 457
- East Cambridgeshire: 220
- Fenland: 427

- Huntingdonshire: 554
- South Cambridgeshire: 386

2.4.10 All 2,044 Cambridgeshire individuals have been contacted by the Hub team for an in-depth conversation, to determine the nature and urgency of need. Of those:

- 234 households have been supported with emergency food, typically via our partners in district and city councils
- 442 households have been supported with emergency fuel vouchers
- 98 households have been supported with personal hygiene boxes
- 9 households have been supported with replacement household appliances

All other households confirmed a less urgent but still vital need for support, and these requests are being triaged and resolved through the various arrangements we have established as part of the scheme – district and city council hubs, the Cambridgeshire Local Assistance Scheme (including our local Citizens' Advice partners), and various voluntary and community sector organisations.

2.4.11 We are now planning for the next wave of support, to cover the February half-term and the period up to the end of March. At time of writing, we are awaiting confirmation of funding from April onwards.

2.5 Business Planning 2021/22

2.5.1 At the December Committee meeting, Members received the outline business case for a saving across the Service Directorate of up to £200k in 2021/22. Committee requested further information about how that saving was to be realised.

2.5.2 The key principle for confirmation is that the saving anticipated will not have a negative impact on existing service levels. A review of spend in comparison to similar councils shows that, in the main, Communities and Partnership's services represent good value for money, although there is a higher comparative spend in our Archives service than in other councils. Even then, any saving to be realised within the Archives service will be achieved through process improvements and better use of technology, as opposed to service or staff reductions.

2.5.3 Instead, a thorough review will be carried out across the Service Directorate to realise the savings through identification of efficiencies and process improvements. These areas include:

- Review of all budget lines to identify areas of historical underspend
- Review of vacancy savings targets, recognising the increased directorate size in recent years
- Review of support functions across the directorate
- Maximising income in the Registration Service
- Cost reduction and income generation in the Archives service

2.5.4 Anything that will result in a reduced level of service delivery is out of scope. The review will focus solely on areas where efficiencies and process improvements can be made. To provide further reassurance to Members, an Equalities Impact Assessment has been completed, and this is attached at appendix 1.

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.

4. Significant Implications

4.1 Resource Implications

There have not been any significant changes in the projected financial consequences of the pandemic within the remit of this Committee since the September report.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

Any purchases to support the service directorate's work 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

If agreed, the proposed enhanced focus on social mobility will help ensure that our equality and diversity obligations are fully met.

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

Local Members remain at the heart of our work and at the centre of the Cambridgeshire Local principles.

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 Service Directorate to health and wellbeing, and to the management of the COVID-19 pandemic. It acknowledges that key to Public Health is the improvement of health and wellbeing which needs action across many determinants.

Have the resource implications been cleared by Finance? Yes

Name of Financial Officer: Martin Wade

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement? Yes

Name of Officer: Gus De Silva

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

Name of Legal Officer: Fiona McMillan

Have the equality and diversity implications been cleared by your Service Contact? Yes

Name of Officer: Adrian Chapman

Have any engagement and communication implications been cleared by Communications? Yes

Name of Officer: Christine Birchall

Have any localism and Local Member involvement issues been cleared by your Service Contact? Yes

Name of Officer: Adrian Chapman

Have any Public Health implications been cleared by Public Health? Yes

Name of Officer: Val Thomas

5. Source documents

5.1 None

Equality Impact Assessment For employees and/or communities

This EqIA form will assist you to ensure we meet our duties under the Equality Act 2010 to take account of the needs and impacts of the proposal or function in relation to people with protected characteristics. Please note, this is an ongoing duty. This means you must keep this EqIA under review and update it as necessary to ensure its continued effectiveness.

Section 1: Proposal details

Directorate / Service Area:		Person undertaking the assessment:	
Communities and Partnership		Name:	Josie Stone
Proposal being assessed:		Job Title:	Senior Transformation Advisor
Communities and Partnership Review Business Case		Contact details:	Josie.stone@cambridgeshire.gov.uk
Business Plan Proposal Number: (if relevant)		Date commenced:	07 Dec 2020
		Date completed:	18 Dec 2020
Key service delivery objectives:			
<p>The Communities and Partnership Directorate includes the following service areas:</p> <p>Adult Learning and Skills: To plan and deliver a programme of adult learning across Cambridgeshire and ensure it meets the standards set by Ofsted.</p> <p>Cambridgeshire Local/ Think Communities: To build and sustain community resilience and to reduce and manage demand for more costly and / or complex interventions across the public sector.</p> <p>Libraries: To provide a comprehensive and efficient library service for all persons in Cambridgeshire.</p> <p>Archives: To provide the community free access to original historical records and resources.</p> <p>Partnerships and Projects: To enable cultural engagement and education through projects across museums, arts and libraries.</p> <p>Registration: To provide a comprehensive and efficient registration service.</p> <p>Coroners: To undertake investigations and inquests.</p>			

Equality Impact Assessment For employees and/or communities

Key service outcomes:

Adult Learning and Skills: Skills development drives economic and social sustainability

Cambridgeshire Local/ Think Communities: Communities are resilient and there is reduced demand for local authority services

Libraries: Communities are able to access books, IT and community space for leisure and education purposes.

Archives: Communities are able to access archival material and learn more about local history.

Partnerships and Projects: Greater community engagement in arts and culture contributing to improved well being and benefiting the local creative economy.

Registration: Statutory requirements relating to Registrations are met. Residents are able to meet legal requirements for registrations.

Coroners: Statutory requirements relating to Coroners Services are met. Cases are managed efficiently reducing distress for those effected.

What is the proposal?

Realisation of up to £200k savings across the directorate through identification of efficiencies and process improvement. These areas include:

- Review of all budget lines to identify areas of historical underspend
- Review of vacancy savings target recognising increased directorate size in recent years
- Review of support functions across the directorate
- Maximising income in the Registration Service
- Cost reduction and income generation in the library service

Anything that will result in a reduced level of service delivery is out of scope. This review focusses solely on areas where efficiencies and process improvements can be made.

What information did you use to assess who would be affected by this proposal?

The review began as a financial exercise and the initial focus has been on identifying areas of historic underspend which enable us to reduce budget lines without any impact on service delivery. This part of the proposal has no effect on people with protected characteristics.

Benchmarking data was consulted, as part of the annual business planning process, which identified Archives and Libraries as areas where we had higher than average spend. In both of these areas, the benchmarking indicates that some authorities are achieving equivalent outcomes with a lower spend. In the next

Equality Impact Assessment For employees and/or communities



stage of the review we will seek to understand how that is being achieved and whether it is realistic for us to reduce our budget without reducing out

Are there any gaps in the information you used to assess who would be affected by this proposal?

The review is an ongoing process and for each stage we will compile the relevant information before developing a final proposal. As part of this process we will undertake an EqlA Screening Form at each stage and update the EqlA when required.

Who will be affected by this proposal?

The Community and Partnership Directorate delivers many services that are accessed by people with protected characteristics. Any proposals that may result in a reduced service delivery will not be implemented and our service users will not be adversely affected by any of the changes.

This business case will consider the vacancy savings targets and directorate support functions. This process will not result in any redundancies, restructuring or reduction in staff hours. The focus will be on processes and identifying efficiency savings from improved ways of working. This may require staff to adapt to the changes but support and training will be provided where needed. As part of this process we will ensure the training is inclusive of staff with protected characteristics. This will be achieved by agreeing training plans with HR and the EDI team.

The business case will consider how to maximise income in the Registration Service. This service has been adversely impacted by COVID-19 and the focus will be on lining up income budget with income received. There will be a separate Registration Services Review, at a later date when the service has stabilized, which will look in more detail at opportunities for additional income generation. This will generate a separate Business Case and Equality Impact Assessment.

The area of the business case exploring cost reduction and income generation in the library service will progress as part of the Future Libraries Initiative. This initiative is focused on improving library provision by positioning libraries as community hubs that provide access to a variety of services and enabling communities to be actively involved in commissioning services for their locality. Any cost reductions will likely be realized as part of efficiency savings and income generation will be through the introduction of new services and opportunities. This project is still in the development stages, with progress having been delayed by COVID-19. This equality impact assessment will be updated as it progresses, particularly in relation to any community consultation that takes place.

Equality Impact Assessment For employees and/or communities

Section 2: Scope of Equality Impact Assessment

Scope of Equality Impact Assessment					
<i>Check the boxes to show which group(s) is/are considered in this assessment. Note: * = protected characteristic under the Equality Act 2010.</i>					
*	Age	<input checked="" type="checkbox"/>	*	Disability	<input checked="" type="checkbox"/>
*	Gender reassignment	<input checked="" type="checkbox"/>	*	Marriage and civil partnership	<input checked="" type="checkbox"/>
*	Pregnancy and maternity	<input checked="" type="checkbox"/>	*	Race	<input checked="" type="checkbox"/>
*	Religion or belief (including no belief)	<input checked="" type="checkbox"/>	*	Sex	<input checked="" type="checkbox"/>
*	Sexual orientation	<input checked="" type="checkbox"/>	 		
	Rural isolation	<input checked="" type="checkbox"/>		Deprivation	<input checked="" type="checkbox"/>

Section 3: Equality Impact Assessment

The Equality Act requires us to meet the following duties:

Duty of all employers and service providers:

- *Not to directly discriminate and/or indirectly discriminate against people with protected characteristics.*
- *Not to carry out / allow other specified kinds of discrimination against these groups, including discrimination by association and failing to make reasonable adjustments for disabled people.*
- *Not to allow/support the harassment and/or victimization of people with protected characteristics.*

Duty of public sector organisations:

- *To advance equality of opportunity and foster good relations between people with protected characteristics and others.*
- *To eliminate discrimination*

For full details see the [Equality Act 2010](#).

We will also work to reduce social deprivation via procurement choices.

Research, data and/or statistical evidence
<p><i>List evidence sources, research, statistics etc., used. State when this was gathered / dates from. State which potentially affected groups were considered. Append data, evidence or equivalent.</i></p> <ul style="list-style-type: none"> • Revenue Accounts- 2020-21 • LG Inform- 2018-19 data • iMPOWER Index Tool- August 2020 • Central Services Benchmarking Survey 2019

Equality Impact Assessment For employees and/or communities

Consultation evidence
<i>State who was consulted and when (e.g. internal/external people and whether they included members of the affected groups). State which potentially affected groups were considered. Append consultation questions and responses or equivalent.</i>
<p>We haven't yet identified any areas where consultation with staff and/or communities and service users may be required. If this need arises we will ensure that all consultation is inclusive of people with protected characteristics. This will be achieved by working with BI and the EDI teams to ensure that best practice is met in the consultation process.</p>
Based on consultation evidence or similar, what positive impacts are anticipated from this proposal?
<i>This includes impacts retained from any previous arrangements. Use the evidence you described above to support your answer.</i>
<ul style="list-style-type: none"> • Review of the support functions may create more efficient ways of working which are beneficial to employees and service users. • Maximising income in the Registration and Library service will potentially be achieved through increasing the services currently offered thereby providing customers with more choice.
Based on consultation evidence or similar, what negative impacts are anticipated from this proposal?
<i>This includes impacts retained from any previous arrangements. Use the evidence you described above to support your answer.</i>
<p>We do not expect any negative impacts from this proposal. This equality impact assessment will be regularly reviewed and updated if required.</p>
How will the process of change be managed?
<p>The review will be led by the Service Director. Transformation support will be available to ensure capacity in managing any change processes.</p> <p>As the directorate responsible for community development, staff are highly skilled in consulting and engaging with communities and the voluntary sector. The Cambridgeshire Local programme provides a county wide infrastructure for consultation and information. However, the service review is primarily focussed on process and systems and is unlikely to generate any actions that will require this level of intervention.</p>

Equality Impact Assessment For employees and/or communities

How will the impacts during the change process be monitored and improvements made (where required)?

How will you confirm that the process of change is not leading to excessive stress/distress to people with protected characteristics / at risk of isolation/deprivation, compared to other people impacted by the change? What will you do if it is discovered such groups are being less well supported than others?

Any proposals that result in reduced service delivery will be rejected.

Any impacts on staff will only relate to changes in ways of working; there will be no financial impact on staff. We will create opportunities for staff to co-design any new ways of working to ensure that these changes do not have a negative impact.

This equality impact assessment is a working document and will be regularly updated as the review progresses.

Equality Impact Assessment For employees and/or communities

Section 4: Equality Impact Assessment - Action plan

See notes at the end of this form for advice on completing this table.

Details of disproportionate negative impact <i>(e.g. worse treatment / outcomes)</i>	Group(s) affected	Severity of impact <i>(L/M/H)</i>	Action to mitigate impact with reasons / evidence to support this or Justification for retaining negative impact	Who by	When by	Date completed
Service staff struggle to adapt to new processes	Staff	Low	Staff co-designing changes. Training and support provided.	AC	TBC	18/12/20

Section 5: Approval

Name of person who completed this EIA:	Josie Stone	Name of person who approves this EIA:	Adrian Chapman
Signature:	Josie Stone	Signature:	Adrian Chapman
Job title:	Senior Transformation Advisor	Job title: <i>Must be Head of Service (or equivalent) or higher, and at least one level higher than officer completing EIA.</i>	Service Director
Date:	18/12/20	Date:	18/12/20

Equality Impact Assessment For employees and/or communities

Guidance on completing the Action Plan

If our EIA shows that people with protected characteristics and/or those at risk of isolation/deprivation will be negatively affected more than other people by this proposal, complete this action plan to identify what we will do to prevent/mitigate this.

Severity of impact

To rate severity of impact, follow the column from the top and row from the side and the impact level is where they meet.

		Severity of impact				Priority and response based on impact rating		
		Minor	Moderate	Serious	Major	High	Medium	Low
Likelihood of impact	Inevitable	M	H	H	H	Amend design, methodology etc. and do not start or continue work until relevant control measures are in place. Or justify retaining high impact	Introduce measures to control/reduce impact. Ensure control measures are in use and working. Or justify retaining medium impact	Impact may be acceptable without changes or lower priority action required. Or justify retaining low impact
	More than likely	M	M	H	H			
	Less than likely	L	M	M	H			
	Unlikely	L	L	M	M			

Actions to mitigate impact will meet the following standards:

- Where the Equality Act applies: achieve legal compliance or better, unless justifiable.
- Where the Equality Act does not apply: remove / reduce impact to an acceptably low level.

Justification of retaining negative impact to groups with protected characteristics:

There will be some situations where it is justifiable to treat protected groups less favourably. Where retaining a negative impact to a protected group is justifiable, give details of the justification for this. For example, if employees have to be clean shaven to safely use safety face masks, this will have a negative impact on people who have a beard for religious reason e.g. Sikhism. The impact is justifiable because a beard makes the mask less effective, impacting the person's safety. You should still reduce impact from a higher to a lower level if possible, e.g. allocating work tasks to avoid Sikhs doing tasks requiring face masks if this is possible instead of not employing Sikhs.

Innovate and Cultivate Fund 2019-2020 Evaluation Report

To: Communities & Partnership Committee

Meeting Date: 21 January 2021

From: Service Director of Communities and Partnerships, Adrian Chapman

Electoral division(s): All

Key decision: No

Outcome: To provide the Committee with the key findings from the Innovate and Cultivate Fund 2019-2020 Evaluation Report.

Recommendation: The Communities and Partnership Committee is asked to:

Support and endorse the recommendations from the Innovate and Cultivate Fund Steering Group, as listed in section 2.17 of the report.

Officer contact:

Name: Lianne Parrett / Elaine Matthews

Post: Think Communities Officer / Think Communities Area Manager

Email: Lianne.Parrett@cambridgeshire.gov.uk / Elaine.Matthews@cambridgeshire.gov.uk

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Member contact:

Name: Cllr Steve Criswell

Post: Chair

Email: Steve.Criswell@cambridgeshire.gov.uk

Tel: 01223 706398

1. Background

- 1.1 The Innovation Fund was launched in November 2016, with 5 projects receiving approval for funding from April 2017 as a result. Learning from those early rounds, a review and refresh of the fund was carried out resulting in the current Innovate and Cultivate Fund (ICF) as agreed by Communities and Partnership Committee on 24 August 2017.
- 1.2 A further review was undertaken in 2018 and on 8 November 2018 Committee endorsed a number of recommendations for improvement including to offer more prescriptive guidance to Cultivate applicants in the form of 'Cultivate Seed Fund Projects'; to develop community profiles to raise awareness at the local level of where help may be best targeted; to increase the Cultivate Fund grant threshold from £10,000 to up to £19,000; to extend the estimated return on investment period to up to 3 years; and, to request additional funds from the General Purposes Committee (GPC).
- 1.3 On 22 January 2019 the General Purposes Committee received a paper on the Innovate and Cultivate Fund and resolved to transfer a further £1m from the Transformation Fund to the Innovate and Cultivate Fund.
- 1.4 On 12 March 2020 Communities and Partnership Committee received the evaluation for 2018/19 and agreed four priorities for the coming year:
1. Influencing future commissioning decisions: creating a pathway for projects that don't fit a standard commissioning model but should be highlighted as examples of projects that fit the Think Communities ethos, and that could be encouraged to be replicated at the community and place based level.
 2. The introduction of a micro grants stream: a proposal for £2k per annum made available to the new Think Community Place Coordinators (i.e. £10k in total), to award up to £500 per community group to enable local projects that are likely to show a return on that investment, whilst staying within agreed financial and management protocols.
 3. The development of new ideas for social action to act as project models or prescriptive guidance including new Cultivate Seed Fund Models.
 4. Targeted communication of specific Council Service challenges where a ROI could be demonstrated, to encourage groups and organisations to have a greater understanding of our priority services and places.
- 1.5 Throughout the 2019-20 evaluation period of this report, the fund had two funding streams:

Cultivate: grants of £2,000-£19,000 aimed at encouraging local networks where people help themselves and each other. This is a single stage application process, where the Communities and Partnership Committee consider the final recommendations of the panel before confirming award.

Innovate: grants of £19,001 - £50,000, for projects that demonstrate an innovative approach. This is a two-stage application process where second stage applicants present a more detailed project plan and quarterly activity and budget plans to the panel, after which the Communities and Partnership Committee consider the panel recommendations before confirming award.

- 1.6 All applicants to the fund are required to demonstrate a number of stated criteria including the following key criteria:
- Project outcomes align with key funding priorities for Children & Families services, Adult Social Care or other council priorities
 - Projects show they will reduce pressure on council services and/or offer direct savings for the council
 - Projects must be either new, or build on an existing project in a new location or with new beneficiaries

2. Main Issues

- 2.1 The annual evaluation of the fund has been completed by Cambridgeshire Community Foundation (CCF) who administer the fund on behalf of Cambridgeshire County Council, and members of the Innovate and Cultivate Steering Group, which is comprised of the Chair of the Communities and Partnership Committee, Think Communities Area Manager for Cambridgeshire and Peterborough (Chair of the Steering Group), Head of Finance, senior representatives from Adults Services and Children's Services, CCF Chief Executive and the ICF fund officer.

This paper summarises the findings of the 2019-2020 evaluation which focuses on applications received for the three funding rounds of 1 November 2019 – 1 August 2020 and reviews of completed projects (where final quarterly monitoring reports were received up to November 2020). The report compares data to that of 2018-2019 where applicable.

2.2 Number of Applications awarded funding

A total of 45 applications were submitted to the Innovate & Cultivate Fund during the three funding rounds in 2019 - 2020 (20 Innovate and 25 Cultivate). In 2018-19, 88 applications were received (46 Innovate and 42 Cultivate).

Of the 45 applications submitted in 2019-2020, 44% were awarded funding (10 Innovate and 10 Cultivate). This compares with 30% during 2018-2019 (11 Innovate and 15 Cultivate).

	2019-2020		2018-2019	
	Innovate	Cultivate	Innovate	Cultivate
Total number of applications	20	25	46	42
Number awarded funding	10	10	11	15
% of applications awarded funding	50%	40%	23.9%	35.7%
Overall success rate	44%		30%	

The higher success rate in 2019-2020 can be attributed to the improved targeted communication as mentioned in 1.4 (d) and the stronger emphasis on pre-application support that strengthens good applications and diverts projects that do not meet ICF criteria to other sources of funding.

2.3 Pre-application advice and additional support for organisations

The pre-application advice sessions offered to potential applicants by CCC service leads and other officers before each funding round have continued to be well attended this year, with 106 delegates attending the formal advice sessions prior to the 3 funding rounds held during this review period. Many others sought pre-application advice from CCF and CCC officers on an informal basis.

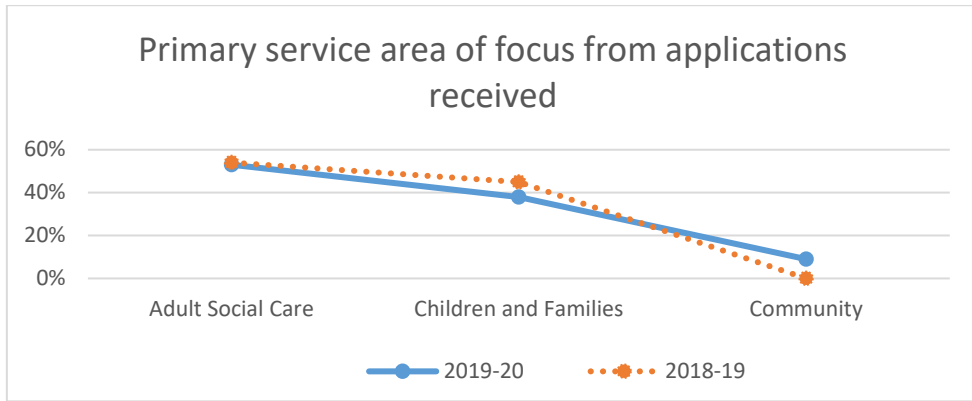
These sessions support applicants to focus and develop their project proposals to meet fund criteria. Where this is not possible and for those who choose not to apply, organisations are advised about other funding opportunities and are given professional support to develop their projects or link them in to appropriate internal and external partnerships. They are also signposted to external support organisations including Support Cambridgeshire who deliver the County Council's Voluntary and Community Sector Infrastructure Support and are able to help with developing an organisation's structure, policies, funding application skills and training/advice.

Feedback from those attending shows they appreciate these early conversations so as to avoid utilising their resource and volunteer time to complete an application where their project aims do not meet the specific funding criteria or there is a better way of achieving their aims.

To illustrate the above and acknowledging it is just outside the review period, in December 2020 the Children and Young Peoples Service Lead held 20 consultation meetings offering support to explore eligibility and the application process with potential ICF applicants. Whilst 5 are likely to meet the criteria and will apply to ICF, the remaining 15 received bespoke advice and support to help them develop and deliver their projects and aspirations. Four groups were able to access additional funding allowing them to support residents affected by the pandemic and 3 groups engaged with officers to seek funding opportunities better matched to their projects. Five projects were supported to engage with partners they were not already linked to, including Living Sport, Public Health Commissioning, the National Lottery and Fullscope. It is anticipated that these conversations will generate in excess of £25k funding from alternative streams and improve the sustainability and reach of each organisation.

2.4 Service priorities

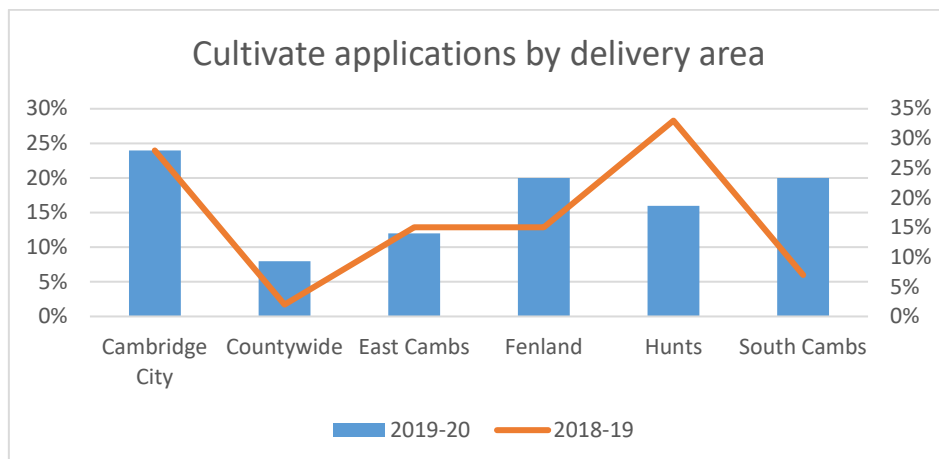
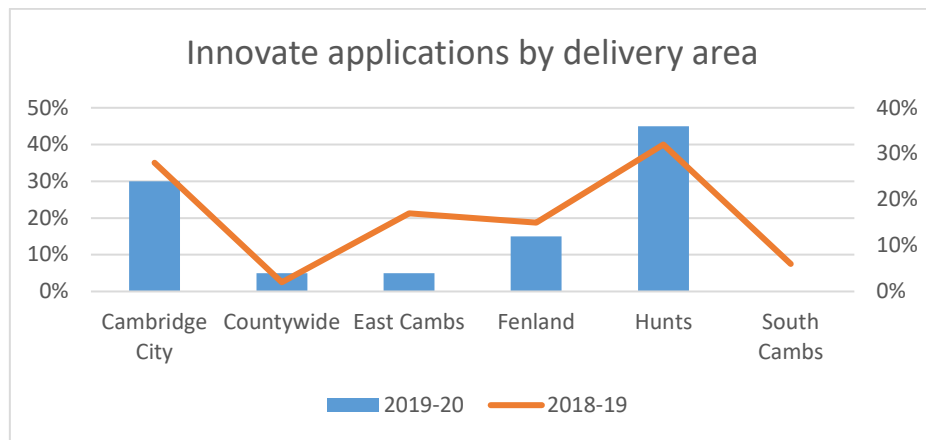
Of the 45 applications received in the 2019-2020 review period, 53% (24) were categorised as focusing on Adult Social Care, 38% (17) on priorities within Children and Families services, and 9% (4) on Community Engagement, although it worth noting many applications and especially those relating to Cultivate funding do cross over into community engagement. This compares to 54% (48) Adult Social Care and 45% (40) Children and Families in 2018 - 2019.



2.5 Geographical areas of delivery

Appendix 1 shows the areas of delivery for projects funded in 2019-2020 along with the service priority. When Innovate and Cultivate applications are combined, a higher number of funded applications are delivering projects in Huntingdonshire (12) and an even spread of funded applications from organisations delivering projects in East Cambridgeshire (7), Fenland (7), South Cambridgeshire (7) and Cambridge (6). Two of these projects are being delivered in more than one district and four of these are delivering countywide.

The following graphs show the main geographical focus of applications received during 2019-20 compared to 2018-19, recognising some projects also spanned more than one area.



2.6 Total amount of committed funding

The amount of funding committed during the 2019-2020 evaluation period is up to £544,028.90.

Including the 5 grants awarded under the Innovation Fund in 2016-17 and those awarded in 2017-2018 (19 grants) and 2018-2019 (24 grants) the total amount of funding committed between December 2016 and 1 August 2020 is up to £1,685,747.50.

The amount of uncommitted ICF funds remaining for future funding rounds is £139,254.14.

2.7 Unsuccessful applications

The ICF Recommendation Panel are responsible for scoring each application against the fund criteria using the information provided by the applicant on their proposed project.

In line with previous years, applications were most commonly unsuccessful in securing funding because they did not meet the key funding criteria relating to demand reduction and return on investment (ROI).

Funding Criteria	Out of 25 unsuccessful applications – number of organisations for which this was one of two lowest scoring criteria
The project provides evidence that it will either reduce the need for people to use council services and/or reduce council expenditure.	24
Project beneficiaries receive high-cost support or services from the council, or are likely to need high cost support or services in the future.	21

2.8 Completed projects: Estimated returns on investment

Fourteen projects completed their funding term during this evaluation period. The return on investment from the completed projects has been estimated as follows:

- Total grants committed: £304,245.88
- Total estimated return on investment, including the grant award: £427,894

Appendix 2 details each of the 14 projects, showing grant awarded and ROI.

In most cases a favourable return on investment is demonstrated in line with initial bids and plans and it is important to distinguish this from a reduction in actual costs incurred. Many of the projects are geared towards early help and prevention, for example, building community capacity through increased volunteering and community social actions, including those which result in residents living independently for longer within their own homes and communities. These projects help the Council avoid future cost escalations and

delay anticipated increases in demand, rather than leading to savings which can directly reduce the recurrent amount of cash spent on existing services.

2.9 Projected returns on investment for 'live' projects

Appendix 3 details the 29 'live' funded projects that have signed a grant offer agreement at the time of report writing and the 11 recently approved projects where grant documentation is yet to be completed.

The projected return on investment from the 29 live projects is:

- Total grants committed: £697,358
- Total projected return on investment, including the grant award: £1,235,725

2.10 Completed Project Outcomes

Each of the 14 projects completing their Innovate and Cultivate funding term during this evaluation period have submitted a detailed final monitoring report which has been agreed with their Service Lead contact and CCF.

- 2.11 The evaluations of completed projects show that they are providing high quality care and support to some of our most vulnerable residents whilst also providing capacity and support to community groups and VCS organisations. These projects are therefore achieving the following priority service level outcomes:

Adult Social Care

- 1) Maintaining and maximizing independence
- 2) Connecting to the local community and staying well
- 3) People having greater choice and control over how their care needs are met

Children's Services

- 1) Building connections between the voluntary sector and County Council services
- 2) Supporting emotional well-being in high needs communities
- 3) Youth work in high needs communities
- 4) Community based family support activities in high needs communities

- 2.12 The 14 completed projects are also achieving the following positive outcomes for beneficiaries and the wider community:

- Reduced loneliness and isolation
- Increased sense of personal safety
- Increased confidence, self-esteem and independence
- Increased health and wellbeing
- Reduced incidences of domestic abuse and increased awareness of domestic abuse
- Increased confidence in parenting and behavioural management of children
- Improved relationships with own children
- Improved behaviour and well-being of children
- Increased access to positive activities for young people
- Increased opportunities for young people to co-produce youth programmes
- Reduced school exclusions and improved pupil behaviour
- Improved ability to communicate with others

- Reduced stress and mental distress
- Increased awareness of local support networks and communities of interest
- Greater uptake of preventative services and benefits
- Increased friendship circles, social engagement and social opportunities
- Respite for carers
- Support for those with dementia
- Increased digital inclusion and connectivity
- Improved physical, emotional and cognitive ability

Impacts on the wider community

- Raised awareness of different disabilities
- Increased volunteering
- Improved skills and confidence of volunteers
- Developed local support networks
- Provided food, goods, services and assistance during lockdown
- Increased sense of community and togetherness
- Increased opportunities for learning and sharing skills
- Reduced crime and the perception and fear of crime
- Reduced anti-social behaviour of young people

In addition to the positive impacts these project have on their beneficiaries and communities, the projects are offering invaluable opportunities for learning for the county council, where innovation allows a different way of working and positively challenges our thinking.

2.13 Applicant feedback

As part of the annual evaluation, applicants were asked to comment on their experience of the fund.

- 96% agreed that the webpage contained sufficient information.
- 75% received support during the application process from Cambridgeshire Community Foundation and/or Cambridgeshire County Council.
- 58% of those who responded attended the pre-application advice sessions and 79% found the Cambridgeshire Insights data sets useful.
- 83% were happy or very happy about the application process, 13% were neutral and 4% were unhappy or very unhappy.

Many comments complimented the support received and indicated that they found the process satisfactory. The application process was considered lengthy by some, especially for smaller groups.

Due to the ongoing global pandemic, the survey also inquired whether the pandemic had any impact on the groups' decisions to apply and 10 of the 24 responses indicated the pandemic confirmed their need to apply to the fund due to increased need, decreased funding from other areas, or changes to programming due to the pandemic.

2.14 Impact of the pandemic on funded projects

In November 2020, CCF sent out a questionnaire to 36 groups who have live grants from the Innovate and Cultivate Fund. 22 responses were received.

The most common impacts of the pandemic to date include:

- Shutting down programmes that could not be moved online
- Moving programmes and operations online where possible
- Increasing demand or change in demand for services
- Reduction in income - specifically unrestricted funds, and fewer fundraising opportunities
- Coping with additional challenges of not being able to see people face to face
- Delayed ICF programme

The most commonly anticipated needs and impacts in the next 6 to 18 months include:

- Increasing financial uncertainty as reserves dwindle and income streams remain limited
- Maintaining some of the online offerings or changes to programmes
- Continued increases in need for services and for additional funding/staff/resources
- Continued rise in mental health issues and unemployment
- Increasingly reliant on grant funding as other income streams cease
- Continued uncertainty in service provision as government guidance changes

72% of the responses indicated that the ICF grant increased their ability to respond to any new pandemic-related needs. A few of their comments are included below.

“Our Innovate and Cultivate grant gave us the financial security to continue our work. We were able to keep employing our workers and they did a great job of adapting to online youth work.”

“[The grant] enabled us to redesign and upgrade our website, which is proving invaluable for our clients and organisations who are able to access information quickly and refer quickly.”

“The funds we received from Innovate and Cultivate have helped us respond to these increasing needs. The funding works towards building support networks for young people and helping parents/carers better support the mental health needs of their children which will be even more valuable and important over the coming year.”

“[The grant] has been a lifeline. Most of our clients are suffering with mental health issues and our caseworker has been able to support them with their benefit applications, attend telephone medical assessments and tribunals. This has gone a long way to relieve their anxiety about the process and has resulted in clients being awarded their benefits sooner than they would normally do so.”

2.15 County Council project service leads were separately asked to reflect on the impacts of the pandemic on the projects that they supported as part of their service lead evaluations.

- i. Projects requiring face-to-face contact were most impacted by the pandemic, with many having to pause their programmes or delay the start dates of their projects.

Whilst some face to face work was transferred online or done at a distance, this was not always possible.

- ii. Fourteen live projects were unable to adapt their projects and opted to scale down or completely pause their projects during the first lockdown and in some cases beyond, or delayed their start dates until pandemic restrictions have eased enough to allow them to deliver their activities as originally planned.
- iii. Projects that were able to move from face to face to online support and phone calls have been able to continue supporting their beneficiaries throughout 2020. For some, the rapid development of a virtual offer has been a beneficial addition to their programmes and has allowed them to support a wider network of people. The lower costs and time gained by not having to travel to meet clients has also been a positive outcome of this new way of working.
- iv. Many groups have been able to respond rapidly and effectively to the challenges that the pandemic has thrown up by directly supporting residents. Timebanks, parish nursing, social prescribing and good neighbour schemes have made valiant efforts to support their residents and communities during the crisis. To illustrate, Hemingford Hub was 'highly commended' at the Hunts Forum Volunteer Awards 2020 for its efforts to mobilise over 140 volunteer to help residents with shopping, collecting medication, walking dogs, organising tea parties, delivering hot meals, minor repairs, and friendly phone and video calls.
- v. Many organisations have seen demand rise on their services, with increased referrals reflecting greater needs among target groups and Cambridgeshire residents. For example, since the beginning of the first lockdown Huntingdon's Disease Association has experienced a 67% increase in the number of safeguarding referrals made to their advisory service. This is expected to become more acute the longer this pandemic lasts and continue to have lasting impact beyond the current crisis. Similarly, referral rates and self-referrals for projects relating to mental health have seen sharp rises and have placed pressure on staff resources.
- vi. Employment support programmes for people with mental health problems or physical or learning disabilities have been impacted by the reduction in suitable employment and work experience opportunities for their clients. They have also been hampered by the move to on-line job coaching and mentoring, which some clients do not engage with due to anxiety or discomfort with the medium. One LD employability project highlighted that in the year between August 2019 and August 2020, new job seeker applications in East Anglia have increased significantly [with a suggestion that this was increased from 372 to 2,668 (more than 600% increase)], which they use to demonstrate that for people with additional needs to find paid work will be tougher now than ever before.
- vii. Service leads have supported these projects throughout the pandemic to continue delivering their programmes, to adapt their projects to the new realities, to pause projects or start them in more suitable circumstances, and to agree pathways to achieving targets and outcomes.

2.16 Key changes made in 2019-2020

As agreed by Committee in March 2020 and mentioned in 1.4a-d, four areas of focus were agreed for the coming year. A number of these and other key changes have been made to the fund during this reporting period.

- i. Influencing future commissioning decisions (1.4 1 refers): The learning from three projects delivering Learning Disability employment support (Thera Trust, Royal Mencap Society and The Prospects Trust) have shaped the new commissioning models in that service area. Further examples include projects that fit the Think Communities ethos, and that could be encouraged to be replicated at the community and place based level, including the community link worker for elderly people in Littleport, the St. Ives Cares project, and The Lighthouse Centre's Linking Lives project. We have also developed the new cultivate project ideas as a result of those initiatives that could be replicated at the place based level.
- ii. The introduction of a micro grants stream (1.4 1 refers): a proposal for £2k per annum made available to the new Think Community Place Coordinators (i.e. £10k in total). This idea will be taken up during 2021-2022 using alternative funding made available to the Think Communities service.
- iii. Three new Cultivate Project Ideas (1.4 3 refers), formerly called Cultivate Seed Fund Projects, are in place and provide guidance to apply for grants for Community Youth Workers, Mobile Warden Schemes and Digital Inclusion Projects. The guidance for each project includes advice on developing community-led projects, estimated costings, grant amount guidelines, and contact details for support organisations who can advise on project development. Funding awards also include a mandatory training and support package from a nominated support organisation.
- iv. Targeted communication (1.4 4 refers): Updated Children & Families service priorities reflect current service priorities and are more in line with Think Communities priorities and ethos. Targeted communication of these service challenges encourage groups and organisations to have greater understanding of our priorities.
- v. Reduced the Cultivate grant threshold from £19k to £15k for the 1 February 2021 funding round to reflect the high demand for funding and the diminishing ICF funds remaining for this round.
- vi. Revised the method of data collection on the Innovate progress monitoring forms to ensure more consistent data is available to evaluate completed projects.
- vii. Adapted the pre-application advice sessions from in-person sessions to telephone appointments and supporting workshop materials were created and circulated to delegates. This has been highly successful and more flexible and accommodating for delegates, resulting in higher attendance and higher application success rates.

2.17 Proposals for 2020-2021

As a result of the evaluation set out in the report and following feedback from applicants, service leads, the ICF steering group, Cambridgeshire Community Foundation and Recommendation Panel members, the ICF Steering Group therefore recommends to:

- 1) Request to the General Purposes Committee for a further £300k in additional funds to continue ICF as a Cultivate-only fund. This focus is appropriate for delivery of Cambridgeshire Local, enabling local communities to develop person-centred, place-based solutions.
- 2) Discontinue the Innovate funding stream with immediate effect and therefore the requirement for a 2-stage application process and 2-stage panel meetings.
- 3) Train Think Communities Community Connectors, as part of their induction, to act as ambassadors for the fund in their place, and, to bring back the learning from their local connections to develop ideas for impactful community activity.
- 4) Refine the monitoring requirements for all grants:
 - Cultivate monitoring to be changed from quarterly to bi-annually; and
 - Innovate monitoring to be changed from quarterly submissions to a maximum of five monitoring reports over the grant funding period.
- 5) Develop a new project monitoring system that integrates project monitoring with CCF's established salesforce project monitoring system, removing the requirement for service lead to sign-off monitoring by handing responsibility for monitoring returns against the agreed project plans to Cambridgeshire Community Foundation. Service leads to continue to set project targets and outcomes, to retain ongoing oversight of projects and to lead on end of project evaluations.
- 6) Revise the system for CCC payment of grant instalments to Cambridgeshire Community Foundation, to a more administratively efficient maximum of two grant payments for each project.

3. Alignment with corporate priorities

3.1 A good quality of life for everyone

The following bullet point sets out details of implications identified by officers:

- The focus of the Fund is supporting people to live healthy and independent lives. It focuses upon the most vulnerable groups and enables a locally delivered approach which improves the outcomes for our citizens and communities, as well as to prevent and delay demand for statutory intervention.

3.2 Thriving places for people to live

The following bullet point sets out details of implications identified by officers:

- The Fund affords opportunities for individuals and communities to develop their skills and resilience to undertake initiatives that improve and enable independence, health and well-being.

3.3 The best start for Cambridgeshire's children

The following bullet point sets out details of implications identified by officers:

- A key focus of the Fund is to enhance delivery against this priority e.g. where the support of the voluntary and community sector could make 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

There are no significant implications for this priority.

4. Significant Implications

4.1 Resource Implications

The report above sets out the implications for this priority on service leads, commissioned services from CCF and on the funds financial resource throughout the report above

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

The following bullet point sets out details of significant implications identified by officers:

- Although grants are exempt from procurement regulations, procurement advice has been taken on the grant application process and member involvement in recommending bids for award and final decision of award.

4.3 Statutory, Legal and Risk Implications

The following bullet point sets out details of significant implications identified by officers:

- Legal advice has been taken in the setting up of this Fund and in the creation of the grant application and monitoring process.

4.4 Equality and Diversity Implications

The following bullet point sets out details of significant implications identified by officers:

- The focus of this Fund on supporting the most vulnerable will mean this investment will make a positive contribution to issues of equality.

4.5 Engagement and Communications Implications

The following bullet point sets out details of significant implications identified by officers:

- The plans for engagement and communication of this Fund are as agreed at 8th November 2018 Committee.

4.6 Localism and Local Member Involvement

The following bullet points set out details of significant implications identified by officers:

- Community empowerment sits at the heart of the Innovate & Cultivate Fund which enhances the opportunity for local community organisations to bid for projects which harness the energy of their community.
- Members play a key role in considering each application on its own merits and against the fund criteria. The Communities and Partnership Committee receive recommendations for funding from the Recommendation Panel.

4.7 Public Health Implications

The following bullet point sets out details of significant implications identified by officers:

- The Innovate and Cultivate Fund affords opportunities for individuals and communities to develop their skills and resilience to undertake initiatives that improve health and well-being. The approved projects also support interventions to support those most vulnerable to prevent their health and wellbeing needs escalating and service needs increasing.

Have the resource implications been cleared by Finance?

Yes

Name of Financial Officer: Martin Wade

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?

Yes

Name of Officer: Gus de Silva

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

Yes

Name of Legal Officer: Fiona McMillan

Have the equality and diversity implications been cleared by your Service Contact?

Yes

Name of Officer: Adrian Chapman

Have any engagement and communication implications been cleared by Communications?

Yes

Name of Officer: Christine Birchall

Have any localism and Local Member involvement issues been cleared by your Service Contact?

Yes

Name of Officer: Adrian Chapman

Have any Public Health implications been cleared by Public Health

Yes

Name of Officer: Val Thomas

5. Source documents

5.1 Source documents

Cambridgeshire Community Foundation Innovate and Cultivate Fund application forms and guidance.

5.2 Location

Application Form:

<https://ukcf.secure.force.com/forms/ICF>

Guidance:

<https://www.cambscf.org.uk/icf.html>

Areas of Delivery and Service Priority of Funded Projects

Chart: Funded projects by service area and geographic area for this evaluation period and previous periods for comparison.

Funded Applications Nov 2019 – Aug 2020	Cam City	South Cambs	East Cambs	Hunts	Fenland	Adult Social Care	Children & Families
A Mindful Paws							
Burwell and District Day Centre							
Caldecote, Dry Drayton & Hardwick Community Scheme							
Cambridge Early Years Teaching School Alliance (Huntingdon Nursery School)							
Caring Together							
Centre 33							
Connected Lives							
Disability Huntingdonshire (DISH)							
Fenland District Council - Active Fenland							
Fenstanton Parish Council							
Huntington's Disease Association							
KICK							
Lighthouse Ely							
Littleport Parish Council							
Ormiston Families							
Red Hen Project							

Refuge							
St Ives Town Council							
Sustainable Cottenham CIO							
The Kite Trust							
TOTALS	6	7	7	12	7	10	9

Successful applications submitted 2 May 18 – 1 Aug 19*	Cam City	South Cambs	East Cambs	Hunts	Fenland	Adult Social Care	Children & Families
Arthur Rank Hospice Charity							
Cambridge Acorn Project CIC							
Cambridge City Council - Safer Communities Team							
Cambridge Early Years Teaching School Alliance (Huntingdon Nursery School)							
Centre 33							
Community Care Matters Gamlingay CIC							
Disability Cambridgeshire							
Disability Huntingdonshire (DISH)							
Hemingford Hub							
Histon & Impington Community							
Huntingdon Town Council							
Lifecraft							
Ormiston Families							
Papworth Trust							
People Potential Possibilities T/A P3							
Pinpoint CIO							
Romsey Mill							

Royal Mencap Society							
Sawston Parish Council							
Sutton Parish Council							
The Cambridgeshire Police Shrievalty Trust							
The Edmund Trust							
The Prospects Trust							
Thera East Anglia of Thera Trust							
TOTALS	11	11	9	11	8	16	8

*Funding offers were withdrawn from Red2Green and Switch Now CIC so these two projects have been removed from the 2018-19 chart.

Savings and Return on Investment of Funded Projects

Fourteen projects completed their funded activity in 2019-20, This table sets out the estimated return on the financial investment. Quarterly monitoring reports are received and approved by project service leads. Final project evaluations are then prepared by the service leads supporting each project and approved by the steering group.

	Funded organisation	Funding award	Savings target over 3 years (includes grant investment)	Estimated ROI (includes grant investment)
1	Cambridge Women's Resource Centre	£10,000.00	£12,976	£12,976
2	Cambridgeshire Deaf Association	£50,000.00	£69,794	£61,453.60
3	Disability Huntingdonshire (DISH)	£7,767.00	£11,692	£16,272.72
4	Hemingford Hub	£2,380.00	£2,940	£8,468.40
5	Holy Trinity Church Hildersham PCC	£10,000	£17,267	£61,568
6	Houghton & Wyton Time Bank	£10,000.00	£12,027	£15,392
7	Meadows Children and Family Wing	£49,478.00	£189,304	£189,304
8	Pinpoint CIO	£47,099.88	£100,650	£47,099.88
9	Ramsey Neighbourhoods Trust	£7,500.00	£8,533	£10,563.72
10	Romsey Mill (Aspire)	£9,903.00	£24,999	£24,999
11	Romsey Mill (Trumpington Youth Development)	£49,063	£104,626	£104,972.50
12	South Cambridgeshire District Council	£10,000	£33,073	£33,073
13	The Cambridgeshire Police Shrievally Trust	£10,000	£15,988	£57,638
14	The Resilience Group (Blue Smile, CFMS & Relate Cambridge)	£31,055	£39,762	£31,055
Totals		£304,245.88	£643,631	£427,894
Total grants committed: £304,245.88 Savings target over 3 years (includes grant investment): £643,631 Total estimated return on investment including grant award: £427,894				

Current and Recently Approved Projects

Live projects during 2019-2020, with estimated return on investment (savings targets set out at the project initiation meeting)

	Funded organisation	Funding Round	Amount Awarded (up to)	Savings Target (includes grant investment)	Project Start Date	Project End Date
1	The Cinnamon Network CIO	Mar 18	£17,800	£23,752	01/04/2018	21/11/2020
2	Royal Mencap Society	Nov 18	£50,000	£84,315	01/06/2019	21/06/2020
3	Thera East Anglia of Thera Trust	Nov 18	£41,946	£59,913	01/04/2019	21/05/2020
4	Lifecraft	Nov 18	£49,080	£83,023	01/07/2019	21/01/2021
5	The Prospects Trust	Nov 18	£50,000	£58,300	01/06/2019	21/06/2021
6	Huntingdon Town Council	Nov 18	£50,000	£55,525	01/04/2019	21/05/2021
7	Cambridge City Council - Safer Communities Team	Nov 18	£7,450	£13,727	01/01/2018	21/05/2020
8	Histon & Impington Community	Nov 18	£2,800	£4,756	05/03/2018	21/11/2020
9	Sawston Parish Council	May 19	£12,000	£18,109	01/09/2019	21/09/2021
10	Arthur Rank Hospice Charity	May 19	£18,677	£20,598	01/12/2019	21/12/2020
11	Community Care Matters Gamlingay CIC	May 19	£10,720	£13,020	03/09/2019	21/09/2020
12	The Edmund Trust	May 19	£17,498	£21,239	01/09/2019	21/09/2021
13	Cambridge Acorn Project CIC	May 19	£18,450	£28,450	01/01/2020	21/01/2022
14	Cambridge Early Years Teaching School Alliance	May 19	£8,735	£34,221	30/09/2019	21/07/2020
15	Disability Cambridgeshire	May 19	£18,000	£25,916	01/09/2019	21/09/2021
16	Sutton Parish Council	Aug 19	£11,039	£14,904	01/12/2019	21/12/2021
17	Ormiston Families	Aug 19	£50,000	£55,455	01/01/2020	21/01/2021
18	Papworth Trust	Aug 19	£15,000	£16,766	01/01/2020	21/01/2021

19	People Potential Possibilities (P3)	Aug 19	£41,200	£42,220.50	01/04/2020	31/03/2021
20	Centre 33	Aug 19	£49,182	£72,625	01/07/2020	30/06/2022
21	Huntington's Disease Association	Nov 19	£4,000	£29,829.40	01/04/2020	31/03/2021
22	Fenland District Council - Active Fenland	Nov 19	£5,760	£6,456.96	01/04/2020	31/03/2021
23	Sustainable Cottenham CIO	Nov 19	£4,015	£4,283.52	01/04/2021	31/03/2023
24	Burwell and District Day Centre	Nov 19	£15,883	£16,179.04	01/08/2020	31/07/2022
25	Disability Huntingdonshire (DISH)	Feb 20	£6,000	£6,425.28	01/06/2020	31/05/2021
26	Cambridge Early Years Teaching School Alliance	Feb 20	£9,925	£9,925	01/10/2020	30/09/2021
27	Ormiston Families	Feb 20	£44,308	£379,160	01/04/2020	31/03/2021
28	Refuge	Feb 20	£49,350	£50,015	01/10/2020	31/03/2022
29	The Kite Trust	Aug 20	£18,540	£28,837	01/01/2021	31/12/2021

Total grants committed to 'live' projects: £697,358

Potential estimated return on investment including initial investment : £1,235,725

	New grant awards (Grant offer not yet signed)	Funding Round	Amount Awarded (up to)	Savings Target (includes grant investment)	Project Start Date	Project End Date
30	Caldecote, Dry Drayton & Hardwick Community Scheme	Nov 19	£6,581	TBC	TBC	TBC
31	KICK	Aug 20	£27,090	TBC	TBC	TBC
32	Connected Lives	Aug 20	£50,000	TBC	TBC	TBC
33	St Ives Town Council	Aug 20	£49,752	TBC	TBC	TBC
34	Littleport Parish Council	Aug 20	£26,926	TBC	TBC	TBC
35	Caring Together	Aug 20	£49,998	TBC	TBC	TBC
36	Fenstanton Parish Council	Aug 20	£10,500	TBC	TBC	TBC
37	Red Hen Project	Aug 20	£49,783	TBC	TBC	TBC
38	Centre 33	Aug 20	£49,571	TBC	TBC	TBC
39	Lighthouse Ely	Aug 20	£16,047	TBC	TBC	TBC
40	A Mindful Paws	Aug 20	£50,000	TBC	TBC	TBC

Total grants committed (grant offer documentation outstanding): £386,248
Potential estimated return on investment including initial investment: to be confirmed

Communities and Partnership Committee Agenda Plan

Published on 13th January 2021

Notes

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

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

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

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

- Minutes of previous meeting and Action Log
- Finance Report – The Council's Virtual Meeting Protocol has been amended so monitoring reports (including the Finance report) can be included at the discretion of the Committee.
- Agenda Plan, Training Plan and Appointments to Outside Bodies and Internal Advisory Groups and Panels

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
21/01/21	Minutes of the Meeting held on 3 rd December 2020	N Mills		11/01/21	13/01/21
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Innovate & Cultivate Fund – 2019-20 Evaluation and Endorsement of Recommendations	E Matthews			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			
18/02/21	<i>Committee Training Workshop</i>				

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
04/03/21	Minutes of the Meeting held on 21 st January 2021	N Mills		22/02/21	24/02/21
	Recommissioning of Cambridgeshire Local Assistance Scheme	H Andrews	2021/013		
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Cambridgeshire and Peterborough Region of Learning	A Askham P Carrington			
	Cambridgeshire Libraries – Progress Towards Delivering our Vision	G Porter			
	Communities Capital Fund – Project Delivery Update	I Phillips			
	Performance Report – Quarter 3 (Financial Year 2020-2021)	T Barden			
	Finance and Monitoring Report (January)	E Jones			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			
<i>[01/04/21] Provisional Meeting</i>					
27/05/21	Notification of Chairman/woman and Vice-Chairman/woman			19/05/21	17/05/21
	Minutes of the Meeting held on 4 th March 2021	N Mills			
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Finance and Monitoring Report (March)	E Jones			
	Community Champions Oral Update	Community Champions			

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Agenda Plan and Appointments	A Chapman			
<i>[17/06/21] Provisional Meeting</i>					
01/07/21	Minutes of the Meeting held on 27 th May 2021	N Mills		23/06/21	21/06/21
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Cambridgeshire and Peterborough Coroner Service Annual Report	P Gell			
	Cambridgeshire Skills Six-Month Review	T Meadows			
	Finance and Monitoring Report (May)	E Jones			
	Performance Report – Quarter 4 (Financial Year 2020-2021)	T Barden			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			
<i>[05/08/21] Provisional Meeting</i>					
09/09/21	Minutes of the Meeting held on 1 st July 2021	N Mills		01/09/21	27/08/21
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Cambridgeshire and Peterborough Coroner Service Annual Report	P Gell			
	Cambridgeshire and Peterborough Trading Standards Shared Service Annual Report	C Pawson			

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Performance Report – Quarter 1 (Financial Year 2021-2022)	T Barden			
	Finance and Monitoring Report (July)	E Jones			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			
14/10/21	Minutes of the Meeting held on 9 th September 2021	N Mills		6/10/21	4/10/21
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Cambridgeshire Registration Service Annual Report	P Gell			
	Community Champions Annual Review	E Matthews			
	Finance and Monitoring Report (August)	E Jones			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			
<i>[11/11/21] Provisional Meeting</i>					
02/12/21	Minutes of the Meeting held on 14 th October 2021	N Mills			
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Local Council Development Plan Annual Report	E Matthews			
	Performance Report – Quarter 2 (Financial Year 2021-2022)	T Barden			

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Finance and Monitoring Report (October)	E Jones			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			
20/01/22	Minutes of the Meeting held on 2 nd December 2021	N Mills			
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Cambridgeshire Skills Six-Month Review	T Meadows			
	Innovate & Cultivate Fund – 2020-21 Evaluation	E Matthews			
	Finance and Monitoring Report (November)	E Jones			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			
<i>[17/02/22] Provisional Meeting</i>					
03/03/22	Minutes of the Meeting held on 20 th January 2022	N Mills			
	Community Champions Oral Update	Community Champions			
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Performance Report – Quarter 3 (Financial Year 2021-2022)	T Barden			
	Finance and Monitoring Report (January)	E Jones			

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Agenda Plan and Appointments	A Chapman			
<i>[21/04/22] Provisional Meeting</i>					
19/05/22	Minutes of the Meeting held on 3 rd March 2022	N Mills			
	Report of the Service Director for Communities and Partnerships	A Chapman			
	Finance and Monitoring Report (March)	E Jones			
	Community Champions Oral Update	Community Champions			
	Agenda Plan and Appointments	A Chapman			

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