

COMMUNITIES AND PARTNERSHIP COMMITTEE: MINUTES

Date: Thursday, 20th December 2018

Time: 10:00am – 11:00am

Present: Councillors: S Criswell (Chairman), K Cuffley (Vice-Chairman), H Batchelor (substitute for Cllr I Manning), A Costello, L Dupre, L Every, T Sanderson and D Wells (substitute for Cllr L Joseph)

123. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies received from Councillors L Joseph (substituted by Cllr D Wells), I Manning (substituted by Cllr H Batchelor) and C Richards.

No declarations of interest were made.

124. MINUTES – 8TH NOVEMBER 2018 AND ACTION LOG

The minutes of the meeting held on 8th November 2018 were agreed as a correct record and signed by the Chairman.

An update to the Minutes Action Log was read out by the Service Director: Community and Safety. Due to the large number and length of the updates, Members requested the document be circulated to the Committee after the meeting. **Action required**

125. PETITIONS AND PUBLIC QUESTIONS

No petitions or public questions were received.

126. ADULT SKILLS SERVICE – PROPOSED GOVERNANCE ARRANGEMENTS

The Committee received a report on the proposed governance arrangements for the Adult Learning Service, having approved the principle of establishing a delivery model for the Cambridgeshire Adult Learning and Skills Service on 5th July 2018. Members were informed that the Shadow Governing Board had been set up and, having established the organisational vision, was now working to ensure the overall vision fulfilled local priorities and the skill strategy of the Cambridgeshire and Peterborough Combined Authority. It was noted that the name, Cambridgeshire Skills, had been chosen for longevity and flexibility, and that it avoided tying the organisation down or dating the service. In order to reflect the whole County, the service would be based in two locations, with one already having been established in March Community Centre, while another would potentially be set up in Cambridge. The Committee was reminded that it would receive two update reports each year from the organisation as well as the minutes from all the Governing Board meetings.

While discussing the report, Members:

- Questioned the use of the term 'core factor' in the third paragraph of Section 2.1.3 in the report, suggesting that it was unclear whether this implied a moral or legal requirement. It was noted that working in the interest of the service, as opposed to their own sectors, was the primary objective for board members and it was agreed that this could be better represented by replacing 'core factor' with a more specific term, such as 'core role' or 'primary responsibility'. **Action required**
- Suggested that excluding board Members from items in which they held a conflict of interest should not be a decision for the Chairman to make, as proposed in the third paragraph of Section 2.1.3 of the report. It was noted that Article 6a on page 42 of the report provided more detailed guidance on the issue, but the report itself suggested that the Chairman would hold greater power. Members considered the extra safeguarding that such a procedure would afford the board by allowing the Chairman to decide whether to exclude a member rather than relying on members to declare any relevant conflict of interest. It was decided to seek the Monitoring Officer's opinion on the matter. **Action required**
- Established that 'nagging doubts', as mentioned in the table on page 31 of the report, was a technical term used in safeguarding that represented concerns raised by staff that would then be considered alongside each other in order to form a larger picture.
- Confirmed that the Communities and Partnership Committee would continue to receive minutes of the governing board meetings once the shadow board had been replaced.
- Noted that the clerk to the Board was listed as a main Board member on page 39 of the report. It was confirmed by the officer that the clerk would not be a voting member but that they would be present to advise the board and take minutes of the meeting. The document would be amended to reflect this. **Action required**
- Questioned the length of the terms of office for Board members and were informed that this had still not been decided. Members were advised that the issue would be added to the next Shadow Board meeting agenda. **Action required**
- Considered whether the quorum level would change once the final Board membership was confirmed, as the report suggested that the membership could vary between 8 and 12, while the quorum was set at 5. The officer stated that she would seek clarification in order to inform Members. **Action required**

It was resolved to:

Agree the proposed governance arrangements for the Adult Learning Service that will move the Service arms-length from 1st April 2019.

The Committee received a report on the progress made on delivering the outcomes within the Community and Partnership Committee's delivery plan. Members' attention was drawn to the four priorities listed on page 48 of the report and they were informed that the main area of successful work had been based around the partnership working priority. Think Communities was identified as the most significant strategy, improving the way the Council worked with and supported the community while reducing the demand on Council services.

While discussing the report, Members:

- Established that all partners had either enthusiastically embraced the Think Communities approach or were beginning to do so. The Service Director of Community and Safety informed Members that the most notable acceptance had come from the Public Service Board, which had given its full endorsement.
- Questioned why some items in the table starting on page 53 of the report were given two colour ratings and others only one. Members were informed that two colours had been used to indicate the work carried out by Community Champions. The intention was to demonstrate that while there had been progress in some areas it had not been universal because South Cambridgeshire was not represented by Community Champions.
- Sought clarification over when the next round of bids for the Innovate and Cultivate Funds would be confirmed. The Assistant Director of Housing, Communities and Youth advised Members that the Recommendation Panel would meet on 7th January 2019 to hear applications for both Cultivate and Innovate funding. The recommendations for the Cultivate bids would subsequently be presented to the Committee on 17th January for ratification and the Innovate applications would be invited to their second stage of application, to be considered by the Panel on 1st March and presented to the Committee on 7th March for ratification.
- Expressed concern that there was little mention of work being done to tackle hate crime in the community resilience section of the report. It was noted that there were mentions in the report but it was agreed that more information should be provided in the following report.

It was resolved unanimously to:

Approve the report.

128. COMMITTEE REVIEW OF DRAFT REVENUE AND CAPITAL BUSINESS PLANNING PROPOSALS FOR 2019-20 TO 2023-24

The Committee received a report that provided an overview of the draft Business Plan revenue and capital that were within the remit of the Communities and Partnership Committee. It was noted that following feedback from the Committee in October 2018, one of the four proposals had been removed, as indicated in sections 5.6 and 5.7 of the report.

While discussing the report, Members queried whether the work carried out by the post that was proposed for removal in section 99 of the report had been completed or whether the work would be continued elsewhere. Members were informed that the post in question was part of a project that had come to an end and that it was a discrete piece of work which would not leave a gap moving forward after the removal of the post.

It was resolved unanimously to:

- a) Note the overview and context provided for the 2019/20 to 2023/24 Business Plan revenue proposals for the Service, updated since the last report to the Committee in October.
- b) Comment on the draft revenue savings proposals that are within the remit of the Communities and Partnership for 2019/20 to 2023/24, and endorse the following proposals to the General Purposes Committee as part of consideration for the Council's overall Business Plan:
 - i) C/R.6.101 Sharing with other councils – Cambridgeshire & Peterborough Shared Services Programme (-500k)
 - ii) A/R.6.211 Safer Communities Partnership – Substitute Grant Funding (-30k)
 - iii) A/R.6.212 Strengthening Communities – Post Savings (-30k)

129. CAMBS 2020 – SPOKES WORKSTREAM

The Committee received a report proposing governance of the spokes element of the Cambs 2020 Programme, in which it was stated that the Commercial and Investments Committee had approved the Community and Partnerships Committee taking over the spokes element.

While discussing the report, Members:

- Agreed that the role was in line with the Committee's agenda of supporting a new model of community service delivery.
- Considered how often the Committee should provide updates to the Commercial and Investments Committee. It was noted that the report did not state how often this should occur and it was discussed whether it should be on a fixed basis or whenever it was considered necessary. Some Members expressed concern that if the relationship between the two Committees was not clearly established, the potential would exist for various parts of the process to either not be considered or to be considered by both Committees separately. It was noted that the Cambs 2020 Programme was a dynamic process and by its very nature was uncertain, making it difficult to establish the exact number of how many reports and workshops would be necessary.

It was resolved by majority to:

- a) Note the content of this report.
- b) Support the transfer of responsibility for the 'spokes' element of the Cambs 2020 programme to the Communities and Partnership Committee.
- c) Agree that the Communities and Partnership Committee will report back to the Commercial and Investment Committee or meet as necessary, as the workstream develops.

130. COMMUNITY CHAMPIONS ORAL UPDATE

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

- Councillor Costello, who drew attention to the Ramsey Repair Club timebanking project, which had already recruited 22 members and 2 organisations. A written update was also provided and is included as **Appendix 1** to these minutes.
- Councillor Every, who drew attention to the conferences on mental health and dementia held at St George's Surgery, as well as other projects emerging across the County. A written update was also provided and is included as **Appendix 2** to these minutes.
- Councillor Richards was absent from the meeting but provided a written update, which is included as **Appendix 3** to these minutes.

131. AGENDA PLAN

It was resolved unanimously to:

Note and agree the Agenda Plan.

132. TRAINING AND WORKSHOP PLAN

It was resolved unanimously to:

Note and agree the Workshop and Training Plan.

133. DATE OF NEXT COMMITTEE MEETING – 17TH JANUARY 2019

Chairman

Community Champion of Community Activity update

Community Champion:	Adela Costello
Place:	Huntingdonshire
Date:	Communities and Partnership Committee on 20th December 2018

UPDATE

- Evaluations about the project 'Essentials by Sue' could not take place due to the personal circumstances of elected councillors. Meetings will take place in January to evaluate the project in Huntingdon and to roll out in other areas. Ramsey Library staff and users have agreed in principle to being the collection point.
- An article in the local newspaper highlighting the work of the council plus the continued need to recruit foster carers and re-ablement workers in particular at this time of the year when the NHS struggles with bed blocking.
- Attended the launch of Ramsey Time Banking which is proving very successful.
- Visited the club for adults with learning disabilities for the Christmas Party and to continue to ascertain any needs, still need to advertise and make contact with other agencies such as Speak Out.
- Attended meetings about third party reporting which will involve Community Champions co-ordinating their areas.

NEW CONTACTS, PROJECTS AND PRIORITIES

- A meeting to be arranged with the Portfolio Holder for Communities at the District Council to consider future initiatives.
- Local parishes meetings to be organised with more structure. Next meeting on 17th January at Sawtry, public transport to be discussed.
- Knitted winter warmers still a priority for Time Bank members. Local food banks to distribute.
- Meeting to take place with the Mayor of CA and local MP to look at public transport in association with the review which is taking place.
- Attended Local Parish Forum at the Marriott Hotel on 23rd November.

COMMUNITY GOOD PRACTICE

- Joint working between Officers and Members of HDC and CCC plus members of local community groups in establishing 'Essentials by Sue'. Work still ongoing as it is rolled out into other areas and involves more groups.
- Supporting Time Bank co-ordinators in identifying new projects which will benefit local people such as gritting pavements in the winter months.
- Arranging meetings with local parish/town councillors and clerks to discuss issues in their areas.

Community Champion of Community Activity update

Community Champion:	Lis Every
Place:	East Cambridgeshire
Date:	Communities and Partnership Committee on 20th December 2018

UPDATE

- White Ribbon Accreditation achieved: being rolled out to Parishes;
- Working with County lead on Children's Centres and District Hub Social workers to identify local needs and gaps in provision. Visits being undertaken with families to understand scope of work being done in Ely and Littleport initially; Soham to follow: Undertaken training with Ely Children's Centre;
- Parenting Course in a Littleport primary school being delivered. Monitoring process in place. Spreading good practice; Working with Trumpington to facilitate their own bid.
- Bursaries obtained for Bishop Laney pupil premium students now in place resulting in increased numbers for the Sixth Form: allocated;
- ECDC Careers Event in Ely Cathedral - planning for next year – 5 November 2019
- Business Forum now formed to work with local sector; networking business lunches at Bishop Laney Sixth Form set up with sector representatives and focused Year 12 and 13 students: have held Media; Finance and Catering so far. Excellent networking events leading to work experience and understanding of the sector studied.
- Working with ECDC 'Get moving' campaign to develop a stakeholder group to support more activities, included a portfolio of different types of chair-based exercises, initially in Littleport and Ely; needs chasing;
- First conference held at St George's Surgery on Mental Health; next conference on Dementia.
- Meeting arranged for new year to pull together the Youth Strategy Board with Ely, Soham and Littleport; now involving Burwell;
- Working with a programme to support Dementia groups through exercise and singing in order to share good practice;
- Harnessing information from Parishes who are interested in setting up their own Timebanks, eg Working with the Friends of the Soham Library;
- Researching local libraries/village halls to determine facilities offered within the patch;
- Launch of an ECDC Apprenticeship Hub which is an interface between business and school to demystify the process and promote vacancies being tested;

NEW CONTACTS, PROJECTS AND PRIORITIES

- Working on the Hate Project with CSP at ECDC – working on venues for walk -n opportunities across the area;
- Working with Burwell on their Youth Project;
- Supporting and working with District Councillor for Soham on funding issues for 2 projects in Soham, ie a man shed and up-grading the youth football teams pavilion;

- Working with City College, Peterborough to grow numbers on their courses in East Cambridgeshire for their Health and Care Sector Work Academy, initially in Ely;
- Meeting with Wellbeing Service Manager, Peterborough Wellbeing Service regarding their bid regarding social prescribing and the intended impact on East Cambridgeshire.
- Discussions with VCAEC to extend car share scheme and attract volunteers outside Ely.

COMMUNITY GOOD PRACTICE

- Initial research has been undertaken to identify the organisations in existence, what they currently offer; how these services could overlap and determining a network strategy;
- Working with parish and district councillors to create capacity and information base supporting their work in their Parishes/Wards as required;
- Building network of community providers and champions across the District.
- Improve communication with County, District and Parish Councillors, particularly embracing social media.

Community Champion of Community Activity update

Community Champion:	Claire Richards
Place:	Cambridge City
Date:	Communities and Partnership Committee on 20th December 2018

UPDATE

- Regular meetings between the Area Champion(s) and the Executive Councillor for Community Services in order to discuss current and emerging live issues of mutual interest, gain a deeper understanding of the relevant issues for Cambridge City, provide challenge to the Committee and Council on the impact decisions may have in local areas. These include discussions with City Colleagues on the impact on the community given the cuts to the children's centres. Further liaising points to ongoing concerns. Update December - Further discussions on impact of cuts on children's centres and nursery provision in Cambridge.
- Meeting and requests made for clarity on service provision in Cambridge with the disposal of Shire Hall.
- Attendance at City Faith Partnership workshop in November 2017 resulted in regular involvement in order to develop and share the learning from the partnership, consider a possible need to reactivate the Inter-Faiths Council and make links between schools and Faith group through SACRE.
- Meetings with consultant and city officers working on extension plan for Cambridge to understand their plans, ambitions and areas for concern. Fed into plan and made connections between some community groups. Ongoing work with officers and members on new developments within the City including acting as an Ambassador for community based provision in meetings for new developments in Eddington and Darwin Green. Have met with the University on provision of senior living accommodation at Eddington. Liaising on the community provision at Darwin Green. Attended briefings on the environmental vision for Cambridge at the City. December update – Further work on provision of senior living accommodation in Eddington. Meeting arranged and discussions on community provision in Darwin Green taking place.
- Central Library in Cambridge is a flagship library which meets the demanding needs of a diverse population. Community Champion has met with key staff in central library to act as an ambassador and engage in community projects. This included homework clubs. Looking at impact of computer charges on the community and concerns raised about other services.
- Attendance at recent faith group meeting on rough sleeping/homelessness. Meetings with County officers on homelessness strategy and further meetings organised supporting work between city and county council. December update – Meeting took place to gain overview of narrative on provision for homelessness and rough sleeping in Cambridgeshire. Worked with and working with the city on this issue. Plan to arrange sharing of good practice in the City with other area champions if this would be a welcome contribution.

- Attended faith group meeting as above and reaching out to faith groups to consult on the impact of hate crime and ways forward on reporting it. December update – Consulting and reached out to a range of groups and faith groups on this issue and have feedback to feed into this.