



Cambridge City Council

Environment and Community Scrutiny Committee**Date:** Thursday, 28 June 2018**Time:** 5.00 pm**Venue:** Committee Room 1 & 2, The Guildhall, Market Square, Cambridge, CB2 3QJ**Contact:** democratic.services@cambridge.gov.uk, tel:01223 457013**Agenda**

- 1 Apologies for Absence
- 2 Declarations of Interest
- 3 Minutes (Pages 5 - 16)

For Members information, the Community Services Scrutiny Committee has been replaced by the Environment and Community Scrutiny Committee, as agreed by Council on 19 April 2018. The minutes of the previous scrutiny committee are submitted to the successor scrutiny committees for approval.

- 4 Public Questions

Decisions for the Executive Councillor for Environmental Services and City Centre

- 5 2017/18 Revenue and Capital Outturn, Carry Forwards and Significant Variances - ES&C (Pages 17 - 26)
- 6 Good Food For Cambridge: Sustainable Food Policy Statement & Moving Towards A Sustainable Food City: Decision on 'Good Food' Motion From Council Meeting 19/04/18 (Pages 27 - 56)
- 7 Greater Cambridge Shared Services Annual Report 2017/18 - Waste (Pages 57 - 64)

Decisions for the Executive Councillor for Streets and Open Spaces

- 8 2017/18 Revenue and Capital Outturn, Carry Forwards and Significant Variances - S&OS (Pages 65 - 78)

9	Public Art Policy and Strategy 2018-19 and Public Art Small-Scale S106 Grants 2018	(Pages 79 - 108)
10	Fixed Penalty Notices for Littering	(Pages 109 - 122)

Decisions for the Executive Councillor for Communities

11	2017/18 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Communities	(Pages 123 - 132)
12	Anti-Poverty Strategy Annual Progress Report	(Pages 133 - 168)
13	Process for Funding Work on Anti-Poverty Strategy Outcomes	(Pages 169 - 182)
14	S106 Funding for Community Facilities and Outdoor Sports Facilities	(Pages 183 - 198)
15	Single Equality Scheme	(Pages 199 - 268)
16	Swimming Pool Investment Strategy	(Pages 269 - 292)
17	Cambridge Live: Business Plan Review	(Pages 293 - 302)

NOT FOR PUBLICATION: Appendix A of the report relates to an item during which the public is likely to be excluded from the meeting by virtue of paragraph 3 & 5 of Part 1 of Schedule 12A of the Local Government Act 1972.

Environment and Community Scrutiny Committee Members: Smart (Chair), Bird (Vice-Chair), Barnett, Gillespie, Martinelli, Massey, McGerty, O'Connell, Sheil and Thittala

Alternates: Gehring, Hipkin, Nethsingha, O'Reilly and Sargeant

Executive Councillors: Johnson (Executive Councillor for Communities), R. Moore (Executive Councillor for Environmental Services and City Centre) and Smith (Executive Councillor for Streets and Open Spaces)

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COMMUNITY SERVICES SCRUTINY COMMITTEE

15 March 2018

5.00 - 5.44 pm

Present: Councillors Ratcliffe (Chair), Sinnott (Vice-Chair), Abbott, Austin, Barnett, Bird, Gillespie and O'Connell

Executive Councillors: Johnson (Executive Councillor for Communities) and Smith (Executive Councillor for Streets and Open Spaces)

Officers:

Strategic Director: Suzanne Hemingway

Head of Corporate Strategy: Andrew Limb

Strategy and Partnerships Manager: David Kidston

Sustainable Drainage Engineer: Rachel Veysey

Committee Manager: James Goddard

Others Present:

Senior Engineer: John Richards

Energy Projects Team Leader: Justin Smith

FOR THE INFORMATION OF THE COUNCIL

18/12/Comm Apologies

No apologies were received.

18/13/Comm Declarations of Interest

Name	Item	Interest
Councillor Abbott	18/16/Comm	Personal: Is a governor at Addenbrooke's Hospital
Councillor Barnett	18/16/Comm	Personal: Works at Addenbrooke's Hospital
Councillor O'Connell	18/16/Comm	Personal: Member of Trumpington Residents Association
Councillor Barnett	18/18/Comm	Personal: Works at

		Addenbrooke's Hospital
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18/14/Comm Minutes

The minutes of the meeting held on 18 January 2018 were approved as a correct record and signed by the Chair.

18/15/Comm Public Questions

There were no public questions.

18/16/Comm Hobson's Brook Corridor 10 Year Vision**Matter for Decision**

Hobson's Brook Corridor is an important green infrastructure corridor extending between the natural spring at Nine Wells on Cambridge's southern fringe and running northwards in to the city centre.

Hobson's Brook Corridor 10 Year Vision (covering the period 2018 – 2028) describes the nature and character of the corridor, defines various pressures faced and outlines management and maintenance priorities over the next 10 years; based upon an assessment of historical records and more recent data gathered.

It is intended to guide activities which focus on water quality improvements, ecological enhancements, maintenance and restoration work along with community engagement activities within the corridor.

Decision of Executive Councillor for Streets and Open Spaces

- i. Endorsed the Hobson's Brook Corridor 10 Year Vision as an evidence base to inform planning policy and decisions, and to influence management and maintenance priorities.
- ii. Supported the establishment of a delivery action plan setting out future investment priorities in order to assist obtaining funded as needed.

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

The Committee received a report from the Sustainable Drainage Engineer.

The Committee made the following comments in response to the report:

- i. There was a disappointing response rate to the Hobson Conduit public consultation.
- ii. Queried if land owners near the Conduit, particularly the University of Cambridge, were disengaged. If so, would this cause difficulties regarding consent and funding for future work?
- iii. Councillor O'Connell offered to help engage the University of Cambridge in the Hobson Conduit public consultation process in her capacity as Ward Councillor.
- iv. Historically the Market Square fountain was an important feature as the end of the Conduit and a source of drinking water. Requested this be brought back into the Vision document, possibly as a way to reduce the number of plastic drinking bottles in the city.
- v. Raised concern about the number of pollutants and chemicals that could affect the Conduit and local water supplies through surface run off from agricultural and industrial areas in/around/bordering the city.

The Sustainable Drainage Engineer said the following in response to Members' questions:

- i. The University of Cambridge were directly engaged through stakeholder consultation. Further engagement work would continue in future.
- ii. It was unclear if future problems would arise from stakeholder disengagement.
- iii. The Vision document was not a contentious document, which may explain the low consultation response rate. The Conduit was seen as an asset to the city.
- iv. The majority (70%) of consultees were involved in earlier stakeholder engagement work ie landowners along the Conduit corridor such as the University of Cambridge.
- v. There was greater public interest in the visible parts of the Conduit (eg the open brook) than underground sections. Both were equally important but the open sections had a higher profile as a public amenity. Funding would be easier to target for the open sections.
- vi. Various water quality tests were undertaken over time to ensure there were no adverse impacts from local farms or (new) developments. There were no issues to report at present eg floating pennywort or pesticide pollution. Part of the checks were to measure and collate what was occurring with the brook ie what was in/on it and whether this was good or bad.

- vii. Officers engaged with Pemberton Farms who were major land owners on the south of the city. Land use and ownership around the brook was changing over time.
- viii. Local wildlife charities were engaged in the consultation rather than national ones as they were seen as more appropriate.

The Committee resolved by 6 votes to 0 to endorse the recommendations.

Councillors Abbott and Barnett did not vote due to their declarations.

The Executive Councillor approved the recommendations. She undertook to raise the suggestion of reconnecting the Market Square fountain to Hobson's Conduit (as a potential drinking fountain) with the Planning Department and Executive Councillor for Environmental Services and City Centre.

Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)

No conflicts of interest were declared by the Executive Councillor.

18/17/Comm Allocation of Sharing Prosperity Fund

Matter for Decision

The Council has an Anti-Poverty Strategy, which sets out a range of ongoing and new actions to address poverty in Cambridge over a three year period from 2017/18 to 2019/20. A dedicated Sharing Prosperity Fund (SPF) was created in 2014 to support projects which contribute to the objectives of the strategy. The Officer's report presented details of 8 projects, which the Executive Councillor for Communities is recommended to approve for funding from the SPF during 2018/19 and 2019/20. The proposals are either for new projects, or for continued funding for existing projects.

Decision of Executive Councillor for Communities

Approved the proposed allocation of funding from the Sharing Prosperity Fund as set out in Table 1 (paragraph 3.5 of the Officer's report).

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

The Committee received a report from the Strategy and Partnerships Manager.

The Committee made the following comments in response to the report:

- i. Councillor Gillespie referred to comments he previously made in October 2017 Community Services Committee. He thought the Anti-Poverty Strategy was good but could do more to anticipate trends that would affect the ability of people to avoid food poverty. Climate change and Brexit were both likely to affect the cost of importing food, and Cambridge has a particularly high reliance on imported food. He would like to see more action to increase food security because it would affect the poorest the most. He suggested the Council needed a sustainable food strategy, with a section on food poverty.
- ii. Councillor Bird expressed concern about Universal Credit as people may become homeless if they could not pay bills.

The Strategy and Partnerships Manager said the following in response to Members' questions:

- i. The Officer's report presented details of 8 projects that could receive SPF funding. It also set out expenditure to date in Appendix A. Some projects had received more SPF funding than others, and over a longer term. Other projects were funded for shorter periods if they subsequently received additional funding from other sources (not listed in the Officer's report).
- ii. A further report on project outputs and outcomes would come back to Community Services Committee in 2019.
- iii. (Ref Appendix A) it was proposed that further SPF funding be given to existing projects, such as Digital Access and Active in Cambridge, in 2018/19 to provide extra activities and outputs.
- iv. Food security was an important consideration and the city needed to live sustainably. There were no specific SPF projects to cover this in this round of funding, but the Council was working with Cambridge Sustainable Food to support this objective as part of wider work being carried out to deliver the Council's Climate Change Strategy.
- v. If the proposed Universal Credit Outreach project were approved for SPF funding, CAB advisors would be on hand in JobCentre Plus Offices to provide financial advice to residents receiving Universal Credit. This would be similar to the work in Great Yarmouth, which has proved very successful.

The Executive Councillor responded to Councillor Gillespie:

- i. The Council was also working with Cambridge Sustainable Food in respect for their plans for a 'Food Hub' in the city. They work with Food

Cycle and other groups in the city in promoting the preparation of healthy, low-cost meals for families on low incomes. The Council already helped people with debt and money problems through Sharing Prosperity Fund initiatives, such as the 'Advice on Prescription' project.

- ii. The Council Revenue and Benefits team have been preparing for the launch of Universal Credit for several years and were well-placed to ensure help is on hand for those affected by benefit changes.

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)

No conflicts of interest were declared by the Executive Councillor.

18/18/Comm Annual Update on the Work of our Strategic Partnerships - Communities Portfolio

Matter for Decision

The Officer's report provides an update on the work of the Health and Wellbeing Board and Children's Trust as a part of the Council's commitment given in its "Principles of Partnership Working", to set out annual reports on the work of the key partnerships it is involved with.

Decision of Executive Councillor for Communities

Agreed to continue to work with the Health and Wellbeing Board and the Children's Area Partnership, at a time of change, to ensure that public agencies and others can together address the strategic issues affecting Cambridge and that the concerns of Cambridge citizens are responded to.

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

This item was not requested for pre-scrutiny and the committee made no comments in response to the report from the Head of Corporate Strategy.

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)

No conflicts of interest were declared by the Executive Councillor.

The meeting ended at 5.44 pm

CHAIR

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ENVIRONMENT AND COMMUNITY SCRUTINY COMMITTEE 24 May 2018
1.05 - 1.10 pm

Present: Councillors Smart (Chair), Bird (Vice-Chair), Massey, Sheil, Barnett, Thittala, O'Connell, McGerty, Martinelli and Gillespie

Executive Councillors: Johnson (Executive Councillor for Communities), Moore (Executive Councillor for Environmental Services and City Centre) and Smith (Executive Councillor for Streets and Open Spaces)

FOR THE INFORMATION OF THE COUNCIL**1 Appointment to Outside Bodies**

The Scrutiny Committee recommended appointment to the outside bodies listed below.

The Executive Councillor for Streets and Open Spaces, Executive Councillor for Communities and the Executive Councillor for Environmental Services and City Centre agreed the following appointments.

	Number of allocation
The Junction (Observer Status)	1 Labour 1 Liberal Democrat
Councillors – Moore, O'Connell	

	Number of allocation
Cambridge Live	1 Labour 1 Liberal Democrat
Councillors – Benstead, Holt	

	Number of allocation
Visit Cambridge and Beyond DMO	1 Labour
Councillor – Moore	

	Number of allocation
Cambridge BID	1 Labour
Councillor – Moore	

	Number of allocation
Health and Wellbeing Board	1 Labour
Councillor – Massey	

	Number of allocation
Health Committee	1 Labour 1 Liberal Democrat Opposition Spokes
Councillor – Johnson Opposition Spokes – Martinelli	

	Number of allocation
City and South Cambs Children's and Young People's Area Board	1 Labour
Councillor – Johnson	

CCTV Shared Service Board	1 Labour – Leader
Councillors – Johnson	

Cambridge Community Safety Partnership	1 Labour
Councillor – Johnson	

	Number of allocation
Cambridgeshire Police and Crime Panel	1 Labour 1 Labour Alt
Councillor – Baigent	
Alternate Councillor - Sinnott	

	Number of allocation
Cambridge University Hospitals NHS Foundation Trust Council of Governors	1 Labour
Councillor - Massey	

	Number of allocation
Cambridgeshire and Peterborough Military Covenant Board	1 Labour
Councillor – McPherson	

	Number of allocation
North West & West Quadrant Community Forum	1 Councillor
Councillor – Blencowe	

Southern Fringe Community Forum	Number of allocation
	1 Councillor
Councillor – Thornburrow	

Cambridge East Community Forum	Number of allocation
	1 Councillor
Councillor – Johnson	

	Number of allocation
Clay Farm Advisory Group	2 Labour
Councillors – Thornburrow, Johnson	

	Number of allocation
Storey's Field Community Trust	2 Labour 1 Lib Dem
Councillors – Blencowe, Thittala, Holt	

	Number of allocation
Recycling in Cambridge and Peterborough (RECAP)	1 Labour
Councillor – Moore	

The meeting ended at 1.10 pm

CHAIR

Item

Environment and Community Scrutiny Committee

2017/18 Revenue and Capital Outturn, Carry Forwards and Significant Variances – Environmental Services and City Centre Portfolio

To:

Councillor Moore, Executive Councillor for Environmental Services and City Centre

Report by:

Chief Executive, Strategic Directors, Head of Finance

Date:

28 June 2018

Wards affected:

(All) Abbey, Arbury, Castle, Cherry Hinton, Coleridge, East Chesterton, King's Hedges, Market, Newnham, Petersfield, Queen Edith's, Romsey, Trumpington, West Chesterton

Key Decision

1. Executive Summary

1.1 This report presents, for the Environmental Services and City Centre Portfolio :

- a) A summary of actual income and expenditure compared to the final budget for 2017/18 (outturn position)
- b) Revenue and capital budget variances with explanations
- c) Specific requests to carry forward funding available from budget underspends into 2018/19.

2. Recommendations

Members of the Scrutiny Committee are asked to consider and make known their views on the following proposals for consideration by the Executive Councillor for Finance and Resources at the Strategy and Resources Scrutiny Committee on 2 July 2018:

- a) Carry forward requests totalling £33,330 revenue funding from 2017/18 to 2018/19, as detailed in **Appendix C**.
- b) Carry forward requests of £1,065k capital resources from 2017/18 to 2018/19 to fund rephased net capital spending, as detailed in **Appendix D**.

3. Background

Revenue Outturn

- 3.1 The overall revenue budget outturn position for the Environmental Services and City Centre Portfolio is given in the table below. Detail, by service grouping, is presented in **Appendix A**.

2016/17 £'000	Environmental Services and City Centre Portfolio - Revenue Summary	2017/18 £'000	% Final Budget
4,249	Original Budget	4,287	102.4
0	Adjustment – Prior Year Carry Forwards	-	-
(20)	Adjustment – Service Restructure Costs	-	-
0	Adjustment – Earmarked Reserves	-	-
110	Adjustment – Capital Charges	(212)	(5.1)
0	Adjustment – Central & Support reallocations	-	-
0	Other Adjustments	113	2.7
4,339	Final Budget	4,188	100.0
4,511	Outturn	4,462	106.6
172	(Under) / Overspend for the year	274	6.6
0	Carry Forward Requests	33	0.8
172	Resulting Variance	307	7.4

3.2 **Appendix A** shows original and final budgets for the year (with the movements summarised in the above table) and compares the final budget with the outturn position for this Portfolio for 2017/18. The original revenue budget for 2017/18 was approved by the Executive Councillor for Environmental Services and City Centre on 17 January 2017.

3.3 **Appendix B** provides explanations of the main variances.

3.4 **Appendix C** lists revenue carry forward requests.

Capital Outturn

- 3.5 The overall capital budget outturn position for the Environmental Services and City Centre Portfolio is given in the table below. **Appendix D** shows the outturn position by scheme and programme with explanations of variances.

2016/17 £'000	Environmental Services and City Centre Portfolio Capital Summary	2017/18 £'000	% Final Budget
1,140	Final Budget	3,025	100.0
739	Outturn	1,941	64.2
(401)	Variation - (Under)/Overspend for the year	(1,084)	(35.8)
394	Rephasing Requests	1,065	35.2
(7)	Variance	(19)	(0.6)

- 3.6 The majority of the rephasing relates to £690k for the vehicle replacement programme where there have been delays in deliveries, £165k for the vehicle for the waste compound project which has been delayed and £184k for bins for new developments where the new build actual phasing has not matched the budgeted phasing.

4. Implications

(a) Financial Implications

- 4.1 The net variance from the final budget (see above), would result in an increased use of General Fund reserves of £307k after carry forwards.
- 4.2 A decision not to approve a carry forward request may impact on officers' ability to deliver the service or scheme in question and this could have financial, staffing, equality and poverty, environmental, procurement or community safety implications.

(b) Staffing Implications

Any staffing implications are included in the Appendices.

(c) Equality and Poverty Implications

Any equality or poverty implications are included in the Appendices.

(d) Environmental Implications

Any environmental implications are included in the Appendices.

(e) Procurement Implications

Any procurement implications are included in the Appendices.

(f) Community Safety Implications

Any community safety implications are included in the Appendices.

5. Consultation and communication considerations

Public consultations are undertaken throughout the year and can be seen at:

cambridge.gov.uk/current-consultations

6. Background papers

These background papers were used in the preparation of this report:

- Closedown Working Files 2017/18
- Directors' Variance Explanations – March 2018
- Budgetary Control Reports to 31 March 2018
- Capital Monitoring Reports – March 2018

7. Appendices

The following items, where applicable, are included for discussion:

Appendix	Proposal Type	Included
A	Revenue Summary for this portfolio	✓
B	Revenue Major Variances for this portfolio	✓
C	Carry Forward Requests for this portfolio	✓
D	Capital Summary for this portfolio	✓

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Authors' Names: Karen Whyatt.
Authors' Phone Numbers: 01223 – 458145.
Authors' Emails: karen.whyatt@cambridge.gov.uk

O:\accounts\Committee Reports & Papers\Env & Comm (until May 2018 is Comm) Scrutiny\2018 June\Environmental Services and City Centre\Final\Env Services & City Centre FINAL Outturn Report Jun 2018.docx

Environmental Services & City Centre Portfolio / Environment and Community Scrutiny Committee

Revenue Budget 2017/18 - Outturn

Service Grouping	Original Budget	Final Budget	Outturn	Variation Increase / (Decrease)	Carry Forward Requests - see Appendix C	Net Variance
	£	£	£	£	£	£
Environment - Environmental Health						
Control of Disease	119,420	124,730	104,414	(20,316)	0	(20,316)
Out of Hours	155,830	145,830	135,408	(10,422)	0	(10,422)
Scientific Team	442,380	442,380	448,915	6,535	0	6,535
Food and Occupational Safety	473,010	483,010	486,702	3,692	0	3,692
Enforcement	203,000	203,000	195,415	(7,585)	0	(7,585)
Residential Statutory Notice	76,280	58,280	52,157	(6,123)	0	(6,123)
Cambridge University Funded EHO post	0	0	88,529	88,529	0	88,529
	1,469,920	1,457,230	1,511,540	54,310	0	54,310
Environment - Licensing						
Liquor Licensing	(990)	(10,990)	(44,317)	(33,327)	33,327	0
Gambling Act	0	0	0	0	0	0
Miscellaneous Licensing	0	0	0	0	0	0
Private Hire Vehicles	0	0	0	0	0	0
Taxis	0	0	0	0	0	0
	(990)	(10,990)	(44,317)	(33,327)	33,327	0
Environment - Streets and Open Spaces						
Control of Dogs	83,600	83,600	66,429	(17,171)	0	(17,171)
	83,600	83,600	66,429	(17,171)	0	(17,171)
Environment - Waste & Recycling						
Waste Collection	2,648,350	2,672,720	2,810,891	138,171	0	138,171
Commercial Waste	(514,020)	(555,350)	(570,643)	(15,293)	0	(15,293)
Waste Policy	246,480	182,200	170,803	(11,397)	0	(11,397)
	2,380,810	2,299,570	2,411,051	111,481	0	111,481
Environment - Garage and Fleet Services						
Fleet Direct	0	0	0	0	0	0
Garage External Work	(28,000)	(18,570)	200,961	219,531	0	219,531
	(28,000)	(18,570)	200,961	219,531	0	219,531
Environment - Service & Dept Management						
Environmental Health Operational Support	411,720	406,430	395,745	(10,685)	0	(10,685)
	411,720	406,430	395,745	(10,685)	0	(10,685)
Environment - Tourism and City Centre Management						
Tourism	237,750	237,750	219,588	(18,162)	0	(18,162)
Package Tour Scheme	72,560	72,560	71,134	(1,426)	0	(1,426)
City Centre Management	0	0	625	625	0	625
Mill Road Partnership	27,420	27,420	26,291	(1,129)	0	(1,129)
Chesterton Coordinator	48,090	48,090	24,166	(23,924)	0	(23,924)
Markets	(415,390)	(415,380)	(420,857)	(5,477)	0	(5,477)
Control of Street Trading	0	0	0	0	0	0
	(29,570)	(29,560)	(79,053)	(49,493)	0	(49,493)
Total Net Budget	4,287,490	4,187,710	4,462,356	274,646	33,327	307,973

Changes between original and final budgets may be made to reflect:

and are detailed and approved:

- portfolio and departmental restructuring
- approved budget carry forwards from the previous financial year
- technical adjustments, including changes to the capital accounting regime
- virements approved under the Council's constitution
- additional external revenue funding not originally budgeted

- in the January committee cycle (as part of the Budget-Setting Report)
- in the June/July committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium-Term Financial Strategy, MTFS)
- via technical adjustments/virements throughout the year

Environmental Services & City Centre Portfolio / Environment and Community Scrutiny Committee

Revenue Budget 2017/18 - Major Variances from Final Revenue Budgets

Cost Centre	Reason for Variance	Amount £	Contact
Environment - Environmental Health	Control of Disease - The most recent recruitment into Pest Control was a Pest Control Officer who replaced a Senior Pest Control Officer at a lower cost to the Service. Commercialisation of the Pest Control Service is under consideration for which underspend can be utilised in terms of recruitment in order to meet future service needs.	(20,316)	Karen O'Connor
	Cambridge University Contract: £62,257 of the variance is funded from monies paid by the University and held by Planning (see S&OS Portfolio) Since the contract terminated in Sep 2017 spend was incurred on an EHO which so was not met from the University and this remaining balance of £26,272 is the net actual overspend. The EHO post was secured as permanent base funding from 2018/19 onwards and will be paid from the Scientific Team cost centre. This cost centre is no longer required as there is no longer a funding arrangement in place with the University.	88,529	Jo Dicks
Environment - Licencing	Liquor Licensing - Due to maternity vacancy some staffing costs have not been spent. Due to self funding cost centre any deficit or credit needs to be carried forward to the 2018/19 budget	(33,327)	Karen O'Connor
Environment - Waste and Recycling	Waste Collection - On a net operational budget of £1258k there has been an overspend of £125k for the City's part of the shared waste service. A creditor raised in 16/17 was £14k more than the actual payment resulting in the net balance on operational spend for the waste service as a whole totalling £111k. The main reasons for the overspend on the waste collection budget was due to RECAP Recycling Contract and Market changes plus the hire of additional crews to support service changes. There has also been underspends on fuel.	138,171	Suzanne Hemingway
Environment - Garage and Fleet Services	Garage External Work - The negative budgetary pressure is primarily driven by key contracts not realising forecast budgets	219,531	David Cox
Environment - Tourism and City Centre Management	Chesterton Coordinator - This post was initially a 2 year contract. In December 2016 it was decided not to renew the contract and the contract ended in January 2017. Redundancy was paid to the employee from the 17-18 budget.	(23,924)	Daniel Ritchie
Other	Miscellaneous - Other cost centres where the variance is less than £20,000 each.	(94,018)	-
Total		274,646	

Environmental Services & City Centre Portfolio / Environment and Community Scrutiny Committee

Revenue Budget 2017/18 - Carry Forward Requests

Request to Carry Forward Budgets from 2017/18 into 2018/19

Item	Reason for Carry Forward Request	Amount £	Contact
1	Liquor Licensing - This cost centre is self financing and the balance should be carried forward each year	33,330	Y O'Donnell
	Total Carry Forward Requests for Environmental Services & City Centre Portfolio	33,330	

Environmental Services & City Centre Portfolio / Environment and Community Scrutiny Committee

Capital Budget 2017/18 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2017/18 £000	Final Budget 2017/18 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC636 - 100152 (38398)	Management of waste compound - vehicle	D Blair	165	165	0	(165)	165	0	Project delayed due to H&S and re-location.
SC652 - 100198 (38433)	Modification to in-ground lift in Waterbeach	D Cox	18	18	18	0	0	0	Project completed.
SC653 - 100221 (38434)	Replacement heating system at the Waterbeach garage	D Cox	39	39	20	(19)	0	(19)	Project completed. Contribution from landlord 50% of project cost.
SC673 - 100207 (38439)	Roller Brake Tester for Waterbeach garage	D Cox	26	26	0	(26)	26	0	Project delayed due to supplier being unable to deliver in timescale. New supplier found but unit cost increased to £28,300
Total Projects			248	248	38	(210)	191	(19)	
PR017 - 100171 (43008)	Vehicle Replacement Programme	D Cox	2,546	2,546	1,856	(690)	690	0	8 vehicles for S&OS ordered and waiting delivery. One vehicle for Shared Waste still to order. This is a special build and delays have been encountered.
PR035 - 100023 (38203)	Waste & Recycling Bins - New Developments (S106)	T Nicholl	231	231	47	(184)	184	0	The provision of bins is at a lower level than that which was previously predicted based on the phasing of the new developments of housing.
Total Programmes			2,777	2,777	1,903	(874)	874	0	
								0	
Total for Environmental and Waste Services Portfolio			3,025	3,025	1,941	(1,084)	1,065	(19)	

Changes between original and final budgets may be made to reflect:

- rephased capital spend from the previous financial year
- rephased capital spend into future financial periods
- approval of new capital programmes and projects

and are detailed and approved:

- in the June/July committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium-Term Financial Strategy, MTFS)
- in the January committee cycle (as part of the Budget-Setting Report, BSR)

Item

GOOD FOOD FOR CAMBRIDGE: SUSTAINABLE FOOD POLICY STATEMENT & MOVING TOWARDS A SUSTAINABLE FOOD CITY

To:

Councillor Rosy Moore, Executive Councillor for Environmental Services and City Centre

Environment Scrutiny Committee 28/06/2018

Report by:

Andrew Limb, Head of Corporate Strategy

Tel: 01223 - 457004 Email: Andrew.Limb@cambridge.gov.uk

Wards affected:

Abbey, Arbury, Castle, Cherry Hinton, Coleridge, East Chesterton, King's Hedges, Market, Newnham, Petersfield, Queen Edith's, Romsey,

Not a Key Decision

1. Executive Summary

- 1.1 This report responds to issues raised by Councillor Gillespie's motion to Council on 19 April 2018, which was referred for Executive Councillor decision. It proposes the council adopt a Sustainable Food Policy Statement, and sets out the wide range of projects, policies and initiatives in place across the council to support sustainable food and tackle food poverty.
- 1.2 The report also acknowledges the innovative work that is taking place across Cambridge to help the city become a leader in sustainable food practice. It highlights the emergence of Cambridge Sustainable Food from the community and voluntary sector and the role it is now playing in gaining further national recognition for sustainable food work that has been carried out locally and in delivering local projects.

- 1.3 The council's contribution is highlighted in the report, particularly around food poverty and climate change. It recommends that we now formally recognise Cambridge Sustainable Food as the lead body for sustainable food in the city and help support its work, where we can, and look at our own food practice to ensure that we, where practical, apply sustainable food principles.

2. Recommendations

The Executive Councillor is recommended to:

- 2.1 Recognise the role of Cambridge Sustainable Food in acting as an umbrella organisation in Cambridge that brings together a range of organisations with an interest in promoting sustainable food within the National Sustainable Food Cities Network
- 2.2 Ask officers to work with Cambridge Sustainable Food in submitting a bid to the national Sustainable Food Cities Network for their Silver Award, contributing to the action plan where appropriate.
- 2.3 Adopt the Sustainable Food Policy Statement set out in draft at Appendix A.
- 2.4 Report these decisions to Council at its July meeting.

3. Background

- 3.1 Councillor Gillespie tabled a motion regarding Good Food for Cambridge to the meeting of Council on 19th April 2018. The motion was referred to the Executive Councillor under procedure rule 13.8. This report provides advice to the Executive Councillor on the motion.
- 3.2 It is generally recognised that food can play a role in dealing with some of the most pressing problems that confront us, such as food poverty, diet related ill-health, food waste, climate change and biodiversity loss. At present there are many valuable food initiatives taking place in the city across the public, private and voluntary and community sectors in Cambridge led by organisations committed to building local sustainable food systems. Some of this local activity has received national recognition and symbolises the strength of the sustainability movement in Cambridge.

- 3.3 Cambridge Sustainable Food (CSF) was established in 2013 and seeks to bring activity in these different sectors together and act as an umbrella organisation, as a part of the national Sustainable Food Cities Network, to achieve recognition for what is currently being done in the form of a “Silver Award” and in partnership to help “unlock” potential in the city to do more to achieve a vision for Sustainable Food in Cambridge.
- 3.4 Council officers were involved in helping to establish CSF, which is led by the community and voluntary sector, and have since worked within the Steering Group to help shape a vision, expressed as a “Food Charter”, and the development of an action plan setting out sustainable food achievements in the city.
- 3.5 The “Food Charter” for Cambridge is shown in Appendix B. It is presently an expression of what the partnership wants to achieve in an idealised future for the city and provides a “rallying point” both for individuals and local organisations wanting to make a difference. The Council supports the aspirations set out in the Charter.
- 3.6 In 2016 CSF achieved the “Bronze Award” from the national Sustainable Cities Network, on behalf of the city, which was the culmination of work by a number of different organisations. It seeks to join-up approaches to sustainable food and is a recognition of the positive changes brought about in a range of key food health and sustainability issues.
- 3.7 It should be noted that the City Council’s food activities, especially its anti-poverty and sustainability work, formed part of the achievement of the “Bronze Award”. Further information about the national Sustainable Cities network and the award are shown in Appendix C.
- 3.8 The “Silver Award” carries with it tougher requirements and asks that the local authority in whose boundary the sustainable food partnership falls to formally recognise the cross sector food partnership in place in its area, support the vision of that partnership and its application for the award, which it will contribute to where it can.
- 3.9 CSF is presently gathering evidence of action and outcomes of relevant food work that is taking place in the city to look to cover six of the nine points available within each of the following key themes:

- Promoting healthy and sustainable food to the public.
- Tackling food poverty, diet-related ill-health and access to affordable healthy food.
- Building community food knowledge, skills, resources and projects.
- Promoting a vibrant and diverse sustainable food economy.
- Transforming catering and food procurement.
- Reducing waste and the ecological footprint of the food system.

- 3.10 There are a number of points that pertain to local authorities (some would be within the remit of upper tier local authorities). Cambridge City Council officers will engage with CSF to clarify what it might be able to contribute, within its existing capacity and resources. For a number of the points the council is already making a contribution, such as in its anti-poverty projects, but it should be born in mind that the award is intended to provide a framework to capture most sustainable food activity taking place in the area and so some of the points will not be relevant to us and will be for others to pick up.
- 3.11 The award scheme fits best with the remit of unitary local authorities so it may not be possible, within the City Council's existing powers and resources to satisfy all these points. CSF appreciate the constraints that the council is under and once the City Council has clarified what it can do, will look to negotiate a way forward with the national Sustainable Food Cities body that will take into account the fact that we are a district council area.
- 3.12 The national Sustainable Cities Network recognises the innovative projects that are emerging from Cambridge and there have been some discussions about how these, such as the Business Pledge and Food Hub models could be rolled out nationally – so there is a lot of goodwill towards CSF and appreciation of the good work that that is taking place within Cambridge and support provided so far by the Council.
- 3.13 Indeed, recently, when Food Power, a national body looking to reduce food poverty, examined the developing Cambridge Food Poverty Alliance, which is led by CSF, they were impressed by the level of our commitment to tackling food poverty, something they said they had not seen in many other local authorities.

4. Cambridge City Council's own contribution to sustainable food

- 4.1 The council is pursuing a number of key policies set out in its Anti-Poverty Strategy and Climate Change Strategy, which make a contribution to food health and sustainability issues, and is supporting additional evidence based projects carried out by our services and others that will make a difference through the funding streams attached to them.

Anti-Poverty Strategy

- 4.2 Our first Anti-Poverty Strategy (2014/17) included an action to support CSF to achieve the "Bronze Award" for the city, which was achieved, as part of a priority to "improve the health outcomes for people on low incomes". The current Anti-Poverty Strategy has carried forward this priority and also refers to the provision of cookery skills for low income families. A Poverty Conference bringing together agencies involved in tackling poverty in Cambridge has been held annually since the launch of the strategy and included a workshop led by CSF to discuss joined up working around food poverty issues on each occasion. One outcome of bringing together people to discuss food poverty has been the establishment of the Cambridge Food Poverty Alliance.
- 4.3 The Council's Sharing Prosperity Fund has funded the Community Development service to:
- Provide, or support voluntary, community and faith sector partners to provide, a programme of free lunches in community facilities and other venues for low income families during school holidays, to reduce costs for families when free school meals are not available, reduce social isolation and provide opportunities for families to access other services. During the past year nearly 3,000 people received the lunches.
 - Commissioned CSF to deliver cookery skills workshops for individuals and families on low incomes, with the aim of supporting people to prepare and cook low cost, nutritious meals – accepting people referred from community development from the lunch programme and other activities. During the past year 40 workshops have been run involving nearly 200 people.
 - Provide rental support for Cambridge City Foodbank

- 4.4 Allocations from the Sharing Prosperity Fund directly expended on food based projects for the period of the first strategy and committed during the second total **£106,740** to date. Other projects will also have a bearing, increasing incomes for local people, helping to alleviate the need to use Foodbank services.

Climate Change Strategy 2016 – 2021

- 4.5 The Council's Climate Change Strategy, under Objective 4 (Reducing consumption of resources, increasing recycling and reducing waste) has a number of food related objectives. The actions in this section cover:
- Sustainable Food City status achieved for Cambridge and that council led actions in the Sustainable Food Action Plan are delivered – a number of our initiatives featured in the achievement of the “Bronze Award” that provided accredited Food City status
 - Existing allotments continue to be fully occupied and new allotments taken up in growth sites (clay Farm and Trumpington Meadows) – full occupation of our 300 sites continues and 450 plots at new developments have recently been transferred.
 - Sustainable Design and Construction Supplementary Planning Document is adopted, which will include local growing spaces – work on the SPD following approval of our Local Plan. Food features as a part of the North West Cambridge Sustainability Statement, which includes references to the provision of fruit trees in specific areas and encouragement of on-site catering facilities to source local produce.
 - Developing a programme of local cookery skills session – please refer to anti-poverty section for further details
 - Promoting healthy and sustainable produce to food businesses through the Healthier Catering Commitment for Cambridgeshire (HCCC) project - we continue to support the Cambridgeshire Healthier Options Programme and advise businesses during routine inspections to gauge interest, and then support them in applying.

- Increasing food waste collections from commercial properties – monthly tonnage has been increasing but figures are now displayed as a part of the new shared waste service
- Continuing to carry out targeted recycling and waste reduction awareness campaigns, including promoting national Zero Waste week and Love Food Hate Waste, and campaigns to encourage greater recycling by Houses in Multiple Occupation – working with our Recycling Champions and CSF to promote recycling and waste reduction at various events. We have also helped promote the Pumpkin Festival and Recycle Week and Zero Waste Week.

4.6 An annual update report on progress with the council's Climate Change Strategy and the use of our Sustainable City grants is provided, usually in October. The Sustainable City grants have been used to support food related projects that:

- Help local people become aware of emissions from food production, processing, packaging, transport and waste,
- Reduce food waste-related greenhouse gas emissions
- Develop skills and spaces for residents to grow their own food.
- Grow fresh, healthy fruit and vegetables.

4.7 Over the past three years allocations from Sustainable City grants for food based projects total nearly £40,000 to date.

4.8 The council's role in improving public health crosses a wide range of our mainstream activities, such as housing and community development services, improves and influences the wellbeing of local people. Our front line services deal with vulnerable people on a daily basis, some of whom find it difficult to buy good food for their families because of their low incomes, and these services have sought to respond to this pressing need, such as issuing Food Bank Vouchers and providing lunches.

4.9 Food has also been found to a means of bringing people within the community together and has been used as a basis of celebrating the cultural diversity of Cambridge in events such as the Cambridge Mela. Our environmental health service has specific duties to ensure food hygiene and food safety practices are followed by local businesses.

- 4.10 Our direct catering activity to the public is limited and in the services where commercial catering is provided it is usually incorporated in a larger contract for the running of a facility, swimming pools and sports facilities and community centre, and involves delivery by third parties. Sheltered accommodation (Ditchburn Place) and at the Meadows Community Centre also have small catering outlets. Other catering in the council is more “ad hoc” and involves catering at some civic events, some training events, manager briefings and network events and other larger community events and celebrations of diversity in the city.
- 4.11 Guidance to officers already asks that tap water is used where possible to avoid use of bottled water, that food waste is kept to a minimum and that Fairtrade products are used where possible.
- 4.12 A draft Sustainable Food Policy Statement will help in reinforcing this guidance. A draft statement is shown at Appendix A. Adopting the draft Sustainable Food Policy Statement will bring together the various strands of our food-related policies in one place for the first time, and give a clear indication to those working in the council and to our partners, of the council’s commitment and ambition on sustainable food.

5 Response to the specific suggestions in Councillor Gillespie’s motion

5.1 *To draft and begin consultation on a Sustainable Food Policy, which can incorporate the Food Poverty Action Plan being worked up by the Food Poverty Alliance.*

A draft Sustainable Food Policy Statement has been prepared to accompany this report that incorporates a vision of a Sustainable Food City, shown in the Sustainable Food Charter prepared by Cambridge Sustainable Food, which the council has previously supported.

The Statement acknowledges the need for all of the actors in the city to play a role in achieving the food issues and objectives set out in the National Sustainable Food Cities award criteria to promote healthy and sustainable food, not just the council, and indicates that the council will help in the achievement of these objectives where it can.

The Food Poverty Alliance is scheduled to report on its assessment of need in the city and present arrangements for responding to that need – identifying where improvements can be made – in an event to be held in the autumn. It is expected that an action plan will emerge at this time, which the council will have helped shape, and will contribute to its delivery.

- 5.2 To reduce catering and hospitality spend on food where possible by offering simple plant-based food from a local social enterprise rather than lavish fare, and donate any savings found this way to the Food Poverty Alliance and to adopt a framework for food and cafe procurement, like Preston Council, which asks questions about food sustainability and fairness. (current ITT framework is not detailed or strong enough: "The successful operator will be encouraged to provide "healthy eating", locally produced, Gluten Free and Fairtrade options.")**

Most hospitality spend occurs in connection with civic events. Officers generally look to achieve the best value for money supply of good food and try to minimise waste by only ordering food that is required.

The Council's catering spend is limited to some outlets at swimming pools, community centres and sheltered housing, and other ad hoc/one off events, such as training, briefings and some community events.

There is not currently a single contract for catering. Catering is sometimes wrapped up into wider service contracts. Officers will explore whether a framework contract could be put in place, and if so whether sustainable food requirements could be incorporated into that and into the relevant contracts as and when they come up for renewal.

- 5.3 To pledge to seeking gold standard accreditation from Sustainable Food Cities**

As set out in paras 3.3 – 3.10 above, the Council will work with CSF to support its bid for the silver award, contributing where it can.

At present no city has been awarded "Gold" status by the Sustainable Food Cities Network. The points requiring a response within the award's food issues cross different sectors and require a number of players, beyond the local authority, to contribute in a given geographical area.

The council is looking to support points within the "Silver" award where it can make a contribution and help influence others to deliver certain

requirements but the “Gold” award can only be a long term aspiration at present and it is difficult for the council to “pledge” that this will happen given the level of uncertainty over those points that can be realistically achieved and the degree of control we have.

5.4 To reaffirm its commitment to being a fair trade city, and examine whether the resolutions made regarding fair trade in 2002 have been fully held up.

There continues to be a considerable amount of support within the city for the work of the Fairtrade Foundation and the campaigns it runs, since the council adopted its Fairtrade Resolution. Currently the Leys School is a member of the Fairtrade School Network and colleges in Cambridge University and others have supported national campaigns as well a number of local businesses stocking Fairtrade products. Within the “Silver” award it is asked that individual public bodies have adopted a range of food related policies, including a Fairtrade policy, which our resolution satisfies.

In recent years the Cambridge Fairtrade Steering Group has struggled to maintain the momentum that was built up during the last successful renewal of Cambridge’s Fairtrade Town status in 2012 and over the past year has met infrequently or not at all to discuss Fairtrade issues and help initiate or coordinate local campaigns. Cambridge’s Fairtrade Town status has now lapsed, although the city continues to be a part of the Fairtrade Network. There is no steering group in the city to take this forward at this stage, and there is not the capacity or resource in the City Council to contribute to this.

5.5 To support the Refill scheme to encourage reusing bottles for drinking water, to provide drinking water fountains in city parks to support this, and to ask Visit Cambridge, Cambridge Live and Cambridge BID to assist with this.

The Council is currently working on developing and launching a water bottle refill scheme in Cambridge with Cambridge Bid and Cambridge Live later in July. The scheme will look to identify, assess and promote a network of public water bottle refill points across the city, using our own premises and other participating outlets, including cafes, shops and other establishments, initially as a trial for the summer 2018. The scheme will also look to provide water stand pipes on event sites where a safe water supply is serviceable – event specific – as required.

As part of our Office Accommodation Strategy we are providing glasses and crockery in staff kitchens together with water dispensers to restrict single-use plastic cups in offices.

5.6 To adopt a strategy for community centres, which ensures all new kitchens have adequate cooking facilities for local community groups to prepare food and teach cooking skills.

At present there are five of our community centres where food preparation can take place for varying numbers of people.

The council funds Cambridge Sustainable Food to run cookery classes from our suitable community centres and other facilities, such as church halls. Last year 40 cookery classes were run. Community Development staff helped coordinate the project making referrals from projects involving low income families and those attending events such as the free-lunch holiday programme, where nearly 3,000 warm lunches were provided to families who may not otherwise have received one.

Where our community centres have existing commercial catering provision to the public, it is not possible to share this space with others, to teach and cooking skills and prepare food, for contractual and regulatory reasons. Where space and health and safety requirements permit, viable kitchens could be made available to support this activity providing there is an assessed community need and competent delivery that ensures good practice is followed.

As part of the Community Centres Strategy, we have approved priorities to re-provide community centres at a further three sites where community cooking could take place. There are also a new community facilities being planned and developed across the city to address growth, which won't all be directly managed City Council, which include: Mill Road Depot – kitchenette only (but fully equipped kitchen and teaching space in the YMCA building next door), East Barnwell, and Darwin Green – fully equipped kitchen which could be used for teaching.

In planning the space and facility requirements for a new community centre building we always complete a community needs assessment and undertake a consultation process with the community and local groups to identify the highest needs to accommodate, however, we are often given a very tight footprint within which to plan for viability reasons, and incorporating a fully equipped kitchen for teaching isn't

always possible and may lead to a reduction in meeting space. Where this is a high priority need identified through consultation, it will be included if feasible.

It should be born in mind that there are often other community facilities in an area that have fully equipped kitchens available, which can be hired for food preparation and teaching.

The community review identified 107 facilities across the city of which, the council only manages eight, so we are a very minor player. The council has funded numerous s106 grant improvements to equip and refurbish community kitchens where there is a demand for these facilities, and some of these are better located for this purpose.

5.7 To consider planting more fruit-bearing trees in sites where they would help to relieve hunger.

The council has created a number of community orchards in recent years and is supporting an on-going Southern Connection Wayfinding Project that is specifically aimed at planting apple trees in South-West Cambridge.

Our Free Tree for Babies scheme includes both fruit and nut bearing trees and around 200 trees have been given away annually to date. The scheme has recently received additional funding and it is expected this figure will double next year. These projects enable the planting of fruit and nuts trees that are both publically and privately accessible in the city.

If additional resources were available, community orchards could be increased in number, provided suitable land could be found; and other activities to promote fruit and nut growing and sharing could be delivered.

It should be noted that the council has adopted the “right-tree-right-place” principle and will not plant fruit trees and will consider removing existing ones where fallen fruit causes a significant health and safety issues (e.g. adjacent public highways).

5.8 To appraise the sustainability of food in the city market stalls, and close the loophole which allows disposable cardboard cups with polyethylene linings to be used.

The City Council changed the Charter Market Regulations (CMR) in April so that they have kept pace with current environmental concerns,

but do not place an onerous burden on the many small businesses that operate. The regulation reads “All Traders selling take away hot food or drinks must use cardboard or paper based cups, trays, dishes or other biodegradable/re-usable packaging for their products.”

As it stands, there is no legislation that can enable us to demand market traders use recyclable coffee cups/package. Nor would it be appropriate to try and impose restrictions on local market traders that do not apply to nearby coffee shops (including multinationals). As the industry adapts and provides solutions to this issue, it is anticipated that the CMR will be revised to reflect these improvements.

The Greater Cambridge Shared Waste Service’s Commercial Team is working to begin trials of the collection of coffee cups and used coffee grounds separately, thus diverting more waste from disposal treatment in favour of recycling/ reuse. The service is looking to develop a Cup Club <https://cupclub.com/> plan to facilitate a city-wide network of recognised cafés and “on-the-go” food shops.

- 5.9 To ask Cambridge Live and the events team to introduce a sustainable food framework, which aims to guide event organisers toward sustainable food procurement, offering healthy options, and minimising plastic use. Biodegradable food packaging should only be encouraged when there is a waste pathway in place for it to actually biodegrade. (current guidance: "All events should minimise waste, maximise recycling, use where possible sustainable resources and manage and mitigate ecological/biodiversity impacts with clear guidance on how these will be achieved set out in the Event Management Control Document" - however, many MCDs are highly vague and superficial).**

Cambridge City Council encourages all caterers working on city commissioned events to approach their event in as sustainable a way as possible. Officers seek, within our Events Policy “Proactive management by event managers during events to reduce their environmental impact and reduce the need to tidy up afterwards. For example planning to cook less food to reduce waste, and avoiding single use trays.”

Cambridge Live have a Greener Festival award for the Folk Festival and have been leading the way, certainly for smaller scale festivals, in terms of recycling, waste management, etc. They also ensure that any food left with the food traders at the end of the festival suitable to do so is distributed via community lunches etc.

5.10 To empower environmental health officers to award a sustainable food rating to food outlets which they can choose to display alongside their food hygiene rating, and to warn outlets about the environmental consequences of food waste and over-packaging.

Environmental health officers promote the Cambridgeshire Healthier Options award, which aims to increase healthier food and drink choices when eating out in Cambridgeshire, during inspections. Local takeaways and food outlets with a food hygiene rating of three or above are targeted for the award.

Environmental health officers do not presently have capacity or the training to offer advice about sustainability issues during inspections. However, they could potentially leave leaflets promoting food sustainability on site after a visit and were involved in giving advice during the setting up of Cambridge Sustainable Food's Business Pledge Award scheme, supported by a City Council Sustainable City grant, which encourages sustainable practice within local food businesses. The local food business that sign-up and can demonstrate good practice are given a sustainability rating that can be displayed in the premises, alongside the hygiene rating if appropriate.

5.11 To offer support to local businesses in reducing their waste overhead and environmental damage from food and packaging, and seek to build more partnerships around sustainable food.

All business is required to use a commercial waste service. Greater Cambridge Shared Waste Service works with over 2,500 businesses in the local area providing them an integrated waste management solution, including dry recycling and food waste collections.

Staff within the service work closely with the businesses using a range methods including provision of waste audits, education and training to help them follow the Waste Hierarchy.

By following the Waste Hierarchy local businesses can reduce the amount of waste the business they generates through good

procurement, accurately estimating need and reuse / share items that they no longer require.

The Greater Cambridge Shared Waste Service are continuing to work to develop a strategy for Zero Waste Cambridge which will be brought to Environment & Community Services Committee within the next year.

This strategy will include public information campaigns and working with local schools, businesses, organisations and the universities to reduce waste across the whole of Cambridge.

6. Implications

(a) Financial Implications

Some CSF projects are presently funded from different grant streams and this funding is not guaranteed into the future and will depend on the quality of the offer and other competing priorities.

(b) Staffing Implications

Many staff across the council are involved in delivering the range of projects and initiatives set out in section 4 above. Strategy Officer Graham Saint has developed a close working relationship with Cambridge Sustainable Food, and will continue to liaise with CSF to take this work forward.

(c) Equality and Poverty Implications

An Equality Impact Assessment (EqIA) has been prepared and is attached as Appendix D to this report.

(d) Environmental Implications

(e) Procurement Implications

Officers will explore the opportunities to use the council's procurement activities to specify sustainable food principles in catering and hospitality purchasing and contracts. This *may* involve amendments to the Council's standard terms and conditions in due course.

(f) Community Safety Implications

None.

5. Consultation and communication considerations

Officers across the Council have been consulted on the issues in this report. The report authors met with Councillor Gillespie during the drafting phase too.

6. Background papers

Background papers used in the preparation of this report:

- (a) Sustainable Food Cities Network and its Award at <http://sustainablefoodcities.org/>
- (b) Cambridge Sustainable Food, Food Charter and Action Plan at <https://www.cambridgesustainablefood.org/what-we-do/>
- (c) Cambridge Anti-Poverty Strategy at <https://www.cambridge.gov.uk/anti-poverty-strategy>
- (d) Cambridge Climate Change Strategy at <https://www.cambridge.gov.uk/climate-change-strategy>
- (e) Anti-Poverty Strategy Review 2017 at <https://democracy.cambridge.gov.uk/ielssueDetails.aspx?Ild=19287&PlanId=0&Opt=3#AI18934>
- (f) Climate Change Strategy Actions Delivered 2016-17 at https://www.cambridge.gov.uk/sites/default/files/climate_change_strategy_actions_delivered_in_2016-17_3.pdf

7. Appendices

- Appendix A: **[Draft] Sustainable Food Policy Statement**
- Appendix B: **Cambridge Sustainable Food's Vision for Cambridge**
- Appendix C: **Background on Sustainable Food Cities Network Awards**
- Appendix D: **Equalities Impact Assessment**

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact Graham Saint, Corporate Strategy officer, tel: 01223 - 457044, email: graham.saint@cambridge.gov.uk.

Cambridge City Council



[Draft] Sustainable Food Policy Statement

Introduction

Cambridge City Council (the council) in its community leadership role wants, alongside its partners, to promote sustainable food in Cambridge and understands the key role food can play in dealing with some of the most pressing problems in our city, such as food poverty, diet related ill-health, food waste, climate change and biodiversity loss.

This *Sustainable Food Policy Statement* looks out beyond the council's own statutory responsibilities surrounding food hygiene and food safety into this wider role food can play.

The council recognises that there are many valuable food initiatives already taking place in the city across the public, private and voluntary and community sectors. The Council values the work of the umbrella organisation Cambridge Sustainable Food, which is seeking to bring these initiatives together as a part of the framework provided by the national Sustainable Food Cities Network and their award scheme, to achieve recognition for what is currently being done and to help “unlock” potential in the city to do more.

The council has adopted a number of policies set out in its Anti-Poverty Strategy and Climate Change Strategy that make a contribution to food health and sustainability issues. The Council is supporting evidence based projects that will make a difference through the funding streams attached to these strategies and its community grants programme.

The Council through its mainstream activities promotes public health, for instance through encouraging healthy lifestyles and providing opportunities to bring its diverse communities together through events involving food.

The Council recognises that it cannot cover all the requirements of the national award scheme for sustainable food – some aspects fall within the remit of other agencies or are beyond the current powers or resources available to the Council.

The following policy aims show what the council wants to achieve, with its partners, and through its own practice.

Policy aims for council and partners

- To continue to support the ambitions set out in the Food Charter¹ for Cambridge, which sets out a broad vision of the issues that should be addressed to help create the conditions for a Sustainable Food City in the future
- To recognise the role of Cambridge Sustainable Food in acting as an umbrella organisation in Cambridge that brings together a range of organisations with an interest in promoting sustainable food within the National Sustainable Food Cities Network

Policy aims for the council

- To increase awareness of the council's support for Cambridge as a Sustainable Food City
- To explore the potential to incorporate, where possible, sustainable food principles in council catering contracts and food procurement
- To develop and promote a water bottle Refill scheme in the city
- To encourage providers at events in Cambridge, where we have an influence, to use sustainable food practice, where appropriate.
- To promote sustainable food practice to local food businesses
- To work low with low income households to help reduce food poverty and promote sustainable food practice through the Council's Anti-Poverty Strategy
- To promote food sustainability through our Climate Change Strategy
- To bring our diverse local communities together to share good food, as appropriate
- To encourage local food employers to adopt the national Living Wage and become a part of the accreditation scheme of the National Living Wage Foundation
- To explore other opportunities to promote sustainable food principles within the Council and with partners, as they arise.

¹ Food Charter shown in Appendix B.

Cambridge Sustainable Food's Vision for Cambridge expressed as a Food Charter



Background on Sustainable Food Cities Network awards & Cambridge Sustainable Food

There are presently 49 cities that form part of the Sustainable Food Cities Network. Cambridge City is one of only nine cities who have secured the “Bronze Award” from the Network. Only three have achieved silver and none have achieved gold to date.

Since CSF’s establishment it has grown to incorporate 84 organisations under its umbrella and has achieved 4,000 followers on social media and seen 132,000 visits to its website.

(<https://www.cambridgesustainablefood.org/>). It has recently become a Community Interest Company with four Directors who report to a Partnership Board. This new structure allows CSF to apply for a wider range of funding sources.

CSF’s work presently includes:

- Running and promoting local food projects such as an annual Pumpkin Festival
- Creating a Sustainable Food Directory which showcases sustainable, local food businesses, and a Community Food Map that shows community growing, food provision and food waste projects
- Running and managing local campaigns, currently the Sainsbury’s Waste Less, Save More campaign and Sugar Smart UK
- Running public awareness raising activities including stalls, talks and cookery workshops
- Operating a Sustainable Food Pledge and Award Scheme for local businesses, encouraging them to reduce food waste
- Establishing the Cambridge Food Poverty Alliance and carrying out a needs assessment, and
- Working towards the creation of a Cambridge Food Hub
- Working towards obtaining the “Silver Award” for Cambridge City

The “Silver Award” is currently held by three cities - Bristol, Brighton and Hove and the Greater London Authority. It should be noted that these cities are unitary and the partnerships are led primarily by the public health functions within them.

Cambridge City is one of the few Sustainable Food Partnerships led by the community and voluntary sector within the Sustainable Cities movement, which offers both a number of strengths in encouraging local community activism and volunteering, fostering innovation and extending the scope of what can be done, but also some constraints in the traction it may have with some agencies.

Whilst health inequalities in Cambridge are marked, with a nearly 10 year gap in life expectancy between some wards, the level of deprivation is higher in areas in the north of the county, which attract more public health resources as a result. Cambridgeshire Public Health is a part of the CSF Partnership Board and its work in this field is guided by the Cambridgeshire Healthy Weight Strategy.

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Cambridge City Council Equality Impact Assessment (EqIA)



This tool helps the Council ensure that we fulfil legal obligations of the [Public Sector Equality Duty](#) to have due regard to the need to –

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

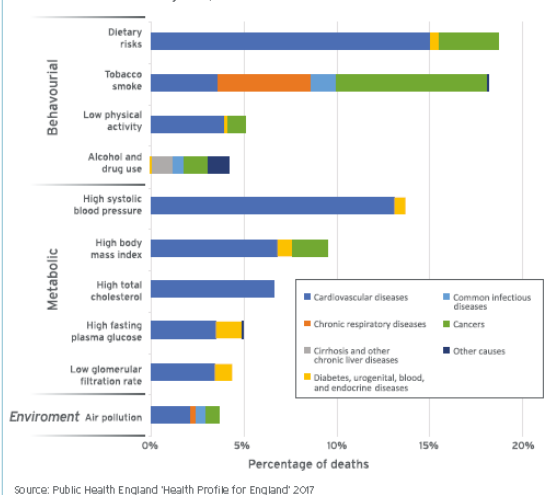
Guidance on how to complete this tool can be found on the Cambridge City Council intranet. For specific questions on the tool email Helen Crowther, Equality and Anti-Poverty Officer at equalities@cambridge.gov.uk or phone 01223 457046. Once you have drafted the EqIA please send this to equalities@cambridge.gov.uk for checking. For advice on consulting on equality impacts, please contact Graham Saint, Strategy Officer, (graham.saint@cambridge.gov.uk or 01223 457044).

1. Title of strategy, policy, plan, project, contract or major change to your service:
<p>Preparing a sustainable food policy for the council and recognising the role of Cambridge Sustainable Food (and its vision, set out in a Food Charter) in their bid to secure “Silver” accreditation from the national Sustainable Food Cities network for the city.</p>
2. Webpage link to full details of the strategy, policy, plan, project, contract or major change to your service (if available)
<p>The sustainable food policy will be published as a part of the Environment and Community Scrutiny Committees agenda on 28 June, which can be found here: https://democracy.cambridge.gov.uk/ieListDocuments.aspx?CId=476&MIId=3563&Ver=4</p> <p>Further details about Cambridge Sustainable Food and the accreditation process can be found here: https://www.cambridgesustainablefood.org/campaigns/sustainable-food-cities/</p>
3. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?
<p>To bring together and state clearly the City Council’s aspirations and ambitions with regard to sustainable food.</p> <p>The objective of seeking accreditation is to demonstrate, through the achievement of actions with the accreditation framework, that people and organisations in a cross-sector partnership have explored and responded to key food issues, such as: promoting healthy and sustainable food to the public; tackling food poverty; diet-related ill health, and; access to affordable healthy food, in the city.</p> <p>It should be remembered that the council is one of a number of agencies moving these objectives forward and that we will contribute to actions where we have the powers and resources to do so.</p>
4. Responsible Service
<p>Corporate Strategy will be looking to support Cambridge Sustainable Food, where appropriate, to coordinate responses and help prepare for the accreditation. Other services, such as Community Development, will continue to deliver and oversee food related anti-poverty initiatives, such as the Holiday Lunch programme and local cookery skills workshops, whilst Environmental Health will continue to fulfil its statutory duties in terms of food hygiene and food safety, and services where food is provided. Other services, such as Streets and Open Spaces, will maintain and, where appropriate within resourcing and other constraints, improve their sustainable food practice.</p>

<p>5. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)</p> <p><input checked="" type="checkbox"/> Residents of Cambridge City - Yes</p> <p><input checked="" type="checkbox"/> Visitors to Cambridge City - Yes</p> <p><input checked="" type="checkbox"/> Staff - Yes</p> <p>Please state any specific client group or groups (e.g. City Council tenants, tourists, people who work in the city but do not live here):</p> <p>Projects and campaigns related to the policy are more likely to be targeted at disadvantaged communities who are at greater risk of diet related illness and also involve client groups who have a higher probability of experiencing food poverty, such as social tenants. Most events are open access but some, such as certain cookery workshops, are by invitation or referral.</p>
<p>6. What type of strategy, policy, plan, project, contract or major change to your service is this? (Please tick)</p> <p><input type="checkbox"/> New - No</p> <p><input type="checkbox"/> Major change -No</p> <p><input checked="" type="checkbox"/> Minor change – Yes, looking to bring together existing activity and to build on best practice. This may help also to meet accreditation expectations.</p>
<p>7. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service? (Please tick)</p> <p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes (Please provide details): This is a partnership initiative led by the community and voluntary sector (Cambridge Sustainable Food) and it is acknowledged that the council is one of the many partners involved in the delivery of local actions that will help achieve accreditation.</p>
<p>8. Has the report on your strategy, policy, plan, project, contract or major change to your service gone to Committee? If so, which one?</p> <p>Yes, it will be considered Environment and Community Scrutiny Committees agenda on 28 June 2018.</p>

9. What research methods/ evidence have you used in order to identify equality impacts of your strategy, policy, plan, project, contract or major change to your service?

Figure 12: Attribution of deaths to risk factors and broken down by broad causes of death in England, 2013



In Cambridgeshire's Annual Public Health Report 2017

(<https://cambridgeshireinsight.org.uk/wp-content/uploads/2017/08/Cambridgeshire-Annual-Public-Health-Report-2017.pdf>)

evidence about how different lifestyle behaviours influence people's risk of developing long term health conditions earlier in life and of dying prematurely. Figure 12, extracted from the report, shows that almost one in five deaths can be attributed to dietary factors.

It is also known that people's social and environmental circumstances are linked with

their lifestyle behaviours and this has recently been mapped at local authority level by Public Health England. This mapping shows that when risk factors are grouped into deprivation deciles, the most deprived areas have the highest risk factors – so people living in deprived areas are more likely to have poor diets and suffer excess weight. This difference is exacerbated in Cambridge where neighbouring communities can have a variation in life expectancy of nearly 10 years, which is said to be attributable to deprivation. During 2017 Cambridge Foodbank issued food for 6,466 people who may otherwise had to go hungry.

The Public Health report also highlights the rising trend in both childhood and adult obesity and the consequent increase in demand on health services due to obesity related illness, such as diabetes, joint problems and heart disease. Recent national evidence based programmes, supported by Public Health England, have looked to change public behaviour, such as 5-a-day, Change4Life and Eatwell. The Food for Life Partnership targets Cambridge schools in disadvantaged areas and involves 13 settings in the city. Local evaluations have found that the school award programme has had a positive impact on children's health, helped tackle inequalities and support local economies. Evaluations can be found here: <https://www.foodforlife.org.uk/about-us>.

Cambridgeshire Public Health has also been developing a Healthy Weight Strategy, backed by evidence that identifies the impact of deprivation, and supports local weight management services for adults and children provided by Lifestyle Service Everyone Health Change Point. Evidence also exists that using Fairtrade products makes a difference (<https://www.fairtrade.org.uk/en/what-is-fairtrade/the-impact-of-our-work/the-difference-that-fairtrade-makes>) and reducing Food Waste (<http://www.wrap.org.uk/food-waste-reduction>) can save individuals money and also significantly cut greenhouse emissions. It is estimated that food and drink currently accounts for 20% of UK's CO2eq emissions and that change will need to take place in food supply chains to respond to the depletion of natural resources.

Potential impacts

For each category below, please explain if the strategy, policy, plan, project, contract or major change to your service could have a positive/ negative impact or no impact. Where an impact has been identified, please explain what it is. Consider impacts on service users, visitors and staff members separately.

(a) Age - Any group of people of a particular age (e.g. 32 year-olds) , or within a particular age range (e.g. 16-24 year-olds) – in particular, please consider any safeguarding issues for children and vulnerable adults

It is likely that current campaigns and projects will benefit all age groups. The Pumpkin Festival, run by CSF and supported by the council, involved a large proportion of children out of the 3,000 people who were involved in the 16 pumpkin inspired events run across the city during October half-term in 2017. The festival was brought to a close with a pop-up farmers market hosted by the Museum of Technology. Free cookery workshops and holiday lunch clubs are aimed at families living on low incomes and involve young people. Other cookery workshops have been provided for people in sheltered accommodation. CSF has a safeguarding policy to help identify and protect vulnerable people.

(b) Disability - A person has a disability if she or he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities. (In this section please also include impacts of policies on carers.)

One of the benefits of looking to positively influence lifestyle behaviours, such as diet, is that it can help reduce the risk of people developing long term health conditions later in life that may have an adverse impact on their ability to carry out normal day-to-day activities.

Provision for people with disabilities is also made, should people with a disability want to be involved in a project. Fair Shares Café, a member of the CSF network, provide healthy and affordable meals, snacks and cakes – all homemade. The cafe is run between the local charity Eddie's and Emmanuel United Reform Church, by volunteers some of whom have a learning disability.

(c) Sex – A man or a woman.

CSF projects and campaigns are aimed at the “whole” population and are unlikely to benefit or negatively impact on a particular sex.

(d) Transgender – A person who does not identify with the gender they were assigned to at birth (includes gender reassignment that is the process of transitioning from one gender to another)

CSF projects and campaigns are aimed at the “whole” population and are unlikely to benefit or negatively impact on transgender people.

(e) Pregnancy and maternity

CSF advocates breastfeeding and this forms part of an objective in the accreditation criteria but is not the main focus of their work. The World Health Organization (WHO) recommends exclusive breastfeeding until an infant is at least 6 months of age, with the introduction of solid food around this time and this is shown as supporting evidence by the National Institute for Health Care Excellence.

(f) Marriage and civil partnership

CSF projects and campaigns are aimed at the “whole” population and are unlikely to benefit or negatively impact on marriage and civil partnership.

(g) Race - The protected characteristic ‘race’ refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.

Food is often used to celebrate diversity within the city and to bring different groups of people together. The council’s Community Development team use food to help launch local events such as Black History month and the Cambridge MELA uses food to engage people at the Big Weekend event in the cultural traditions of the communities involved. This may have the positive impact of increasing understanding, tolerance and appreciation of different cultures and communities within the city.

(h) Religion or belief

A number of local churches provide local bases for food projects, such as St. Pauls and Foodcycle, as well as venues for lunch schemes and actively distribute Food Bank vouchers and act as food collection/donation points. Access to these food projects is open to the whole community.

(i) Sexual orientation

CSF projects and campaigns are aimed at the “whole” population and are unlikely to benefit or negatively impact on sexual orientation.

(j) Other factors that may lead to inequality – in particular – please consider the impact of any changes on low income groups or those experiencing the impacts of poverty

People living on low incomes are more likely to have lifestyle behaviours that lead to poor diets that increase the risk of developing long term health conditions earlier in life and of dying prematurely. Some people find it difficult to afford good food and in some cases want for a warm meal or go hungry.

This policy should positively impact on people experiencing food poverty and some low income groups of people. The Cambridge Food Poverty Alliance has recently been formed by CSF to help coordinate responses to food poverty in the city, partly anticipating some of the negative impacts of the introduction of Universal Credit in the city that have been shown in other areas to leave some applicants destitute for a period of time, without the ability to even purchase food. One aim is to understand and respond to existing patterns of use of Foodbank and other agencies, so that resources can be shared and better deployed, where possible. The Food Poverty Alliance is presently examining existing arrangements, including manifest and unmet demand, through a needs assessment and will look to develop a collaborative food action plan.

Projects involving low income families in cookery skills workshops have already made a difference in equipping nearly 200 families/individuals with the skills to cook healthy, low cost, nutritious meals from scratch.

10. Action plan – New equality impacts will be identified in different stages throughout the planning and implementation stages of changes to your strategy, policy, plan, project, contract or major change to your service. How will you monitor these going forward? Also, how will you ensure that any potential negative impacts of the changes will be mitigated? (Please include dates where possible for when you will update this EqIA accordingly.)

As the CSF partnership looks to complete the accreditation process and fill in any gaps that become apparent as the process moves forward there may be a need to reassess this EqIA to take into account impacts that may emerge. A draft, outline, application will be prepared for the end of October (2018), with a final draft completed in April (2019). It is proposed that this EqIA be updated in February (2019) to take into account any changes in the near complete submission, which would allow any impacts to be identified and any negative impacts to be mitigated.

11. Do you have any additional comments?

The council is looking to offer CSF support in the accreditation and is not the lead body – we will, however, seek to incorporate the principles of sustainable food into our work where possible, within resourcing, competence and capacity constraints, to create further momentum for this important issue.

12. Sign off

Name and job title of lead officer for this equality impact assessment:

Graham Saint (Corporate Strategy Officer)

Names and job titles of other assessment team members and people consulted:

Andrew Limb (Head of Corporate Strategy)

Date of EqlA sign off:

Date of next review of the equalities impact assessment:

Sent to Helen Crowther, Equality and Anti-Poverty Officer?

☒ **Yes**

☐ No

Date to be published on Cambridge City Council website (if known):

Item



GREATER CAMBRIDGE SHARED SERVICES – 2017/18 ANNUAL REPORT



Cambridge City Council

Item

To: Executive Councillor for Environment

Report by: Fiona Bryant, Strategic Director

Relevant scrutiny committee: Environment and Communities Scrutiny Committee 28/06/2018

Wards affected: All

Non – Key Decision

GREATER CAMBRIDGE SHARED SERVICES – WASTE SHARED SERVICE ANNUAL REPORT 2017/18

1. Executive summary

1.1. This report provides a summary of the progress and performance for the Greater Cambridge Shared Waste Service during 2017/18.

1.2 The principle of producing a single annual report for the shared services was agreed at this committee in July 2015.

- 1.3 The overarching annual report for the Greater Cambridge Shared Services covers the Waste, Planning and Internal Audit services, but only the Waste Services falls under this Committee's remit and therefore the service report has been extracted and is included below.

2. Recommendations

- 2.1 The Executive Councillor is recommended to:

- Note the content of this report

3. Background

- 3.1 Cambridge City Council and South Cambridgeshire District Councils have set up a number of shared services which are known as Greater Cambridge Shared Services.
- 3.2 The Shared Waste Service performance is monitored through a Councillor led Steering Group
- 3.3 The overarching Shared Service performance is monitored through the Greater Cambridge Shared Services Management Board (containing the lead directors from each authority), Greater Cambridge Chief Executives Board and 2C Joint Advisory Group (comprising of the leaders of Executive Councillors from each of the Councils).
- 3.3 The service business plan for the Shared Waste Service for 2018/19 has been finalised and was approved by the City Council and South Cambs District Council committees in March 2018. The business plan provides information on the priorities, key performance indicators and budgetary profiles for 2018/18.
- 3.4 The focus remains on the shared services providing value for money.

4.0 Shared Waste Annual Report

4.1 Introduction

- 4.1.1 The Greater Cambridge Shared Waste Service was set up with the following objectives:

- Deliver and safe and legally complaint service.
- Maintain and improve service quality that residents can see and appreciate.
- Lower operational costs, particularly in the areas of premises, management, administration, fleet and equipment costs.

- Increase opportunities to market and compete for additional business, for instance in relation to trade waste.
 - Find new opportunities to reduce net costs in relation to fleet procurement and maintenance.
 - Achieve service improvements, greater resilience and better performance, through shared knowledge and experience.
 - Enhance opportunities to work with other Cambridgeshire local authorities via the RECAP Waste Partnership to reduce waste collection and disposal costs, improve income and secure service improvements.
 - Deliver the KPIs for the service; deliver the on-going benefits of a shared service through change and innovation.
- 4.1.2 All staff in the Greater Cambridge Shared Waste Service is now employed by SCDC and work on behalf of CCC and SCDC. A Shared Management Team comprises of a Head of Waste, Waste Operations Manager, Waste Policy, Change and Innovation Manager, and Commercial Waste Manager. All staff and vehicles are now located at Waterbeach depot.
- 4.1.3 The Greater Cambridge Shared Waste Service collects 9.5m recycling and waste bins each year from 121,581 households and over 3000 commercial customers across both council areas.

4.2 General Progress to Date

- 4.2.1 In 2017/18, the service has been focusing on the following operational areas:
- A. Developing improved operational systems.
 - B. Completing scheduled collection in day and reducing missed collections.
 - C. Data integration of round management systems.
 - D. Minor Round changes between vehicles.
- 4.2.2 The Shared Waste Service collected an average of 99.55% of bins on due day over Q2 to Q4, against a target of 99.5%. Following its launch the Service undertook major operational service changes in Quarter 1 of 2017/18 resulting in a complete overhaul of waste collection rounds impacting on over 80% of residents across Cambridge City and South Cambridgeshire. The results and learning from these changes have been reported twice to Scrutiny Committees at both Councils in 2017/18. Discounting the inevitable impacts that these operational changes made in Quarter 1, the Shared Service has successfully embedded the new rounds and restored excellent service levels to residents, hitting a 99.86% collection rate in February 2018.
- 4.2.3 In December 2017, further service changes were delivered across South Cambridgeshire as separate paper collections stopped and paper was moved

to being collected in the blue recycling bin. This will enable the Shared Service to save around £600k on the costs of new waste collection vehicles, increase vehicle collection capacity to reduce the number of collection rounds being operated, improve health & safety for crews by removing the need to lift paper caddies, and provide operational flexibility across the Shared Service area by standardise the collection fleet.

4.2.4 Provisional recycling rates across Cambridge City and South Cambridgeshire are anticipated to be 49.72% against a target of 50%. This again reflects reduced amounts of recycling material collected during the major service changes in early 2017, as well as reduced tonnages of green waste collected in early 2018.

4.2.5 The service is still struggling to recruit qualified drivers into vacant posts due to the high demand for skilled drivers in the local market. The service has increased the amount/type of advertising undertaken to try to attract move drivers. The service has also started two operatives on a driver training courses.

4.2.6 New vehicles have been procured and the replacement collection vehicles have now been added to the fleet and liveried in the new branding. This procurement is a major long-term investment in the service as these vehicles will now serve the area for the next 7 years.

4.2.7 The procurement of a shared ICT management system for streets, open space and waste operations for HDC, CCC and SCDC is now completed. The service and support services in both councils has been working with the successful contractor 'Yotta' during the implantation stage, which has involve looking at system flows, integration into other systems and communication routes for residents. The system implementation and customer-focused digital changes are currently underway and will go live during summer 2018.

4.3 Finance

4.3.1 The outturn for the 2017/18 is recorded in the table below.

£	Budget	Actual	Variance/Outturn
Waste Service	11,000,000	11,365,000	365,000

4.3.2 On a spend of £11m per annum, the final position for the Shared Waste Service for 2017/18 was £365k over-budget, split between South Cambridgeshire DC (£240k) and Cambridge City (£125k). While there were

underspends on fuel and an increase in commercial income from Trade Waste collections, this overspends is mainly as a result of:

- RECAP Recycling Contract & Market changes. All waste collection Councils across Cambridgeshire face increased costs and reduced income from the collection and sale of “blue bin” recycling material. This is the result of more stringent contract controls, an increase in the amount of “contaminated” recyclate collected resulting in a decrease in recycling credits received from the County Council, and a major downturn in the global recycling market. This is likely to be an on-going financial pressure for all the Councils and is unrelated to the service being “shared”. Discussions are on-going with our materials recycling facility supplier, and a communications plan is in place to ask residents to reduce contamination and increase the amount of high-quality recycling they put in their blue bins.
- One-off costs associated with the major service changes made in the last year. 3 extra bin trucks were hired with extra crews to support the service changes to ensure a smooth transition to the new collection rounds. These extra rounds ended in late 2017. Extra blue bins were also supplied on request to South Cambridgeshire residents to replace paper caddies.
- Staff sickness levels (average 17.53 day's p.a.) remain above target of average 7 days p.a., resulting in an on-going pressure on staffing budgets. This reflects a high percentage of long-term absences. This is being actively managed and will reduce over time.

4.4 Customer Feedback

4.4.1 Owing to the transition period the service did not undertake a customer satisfaction survey last year. There was a high level of customer feedback and complaints around bin collection raised following the transition which were reported at two committees in 2017/18. The changes and improvements made in year, however, saw these reduced by last quarter.

5.0 Conclusion

5.1 The Annual Report is for information.

5.2 Following a challenging transition the end of 2017/18 has seen considerable improvement in operational performance.

5.3 Having a strong management team in place, an approved business plan, good governance and a variety of combined strategies in place the service is in a positive place to deliver further benefits set out in the original business plan.

6. Implications

a) Financial Implications

The financial implications are shown in section 4.3 above.

b) Staffing Implications (if not covered in Consultations Section)

There are no additional staffing implications.

c) Equality and Poverty Implications

Not required for this report.

d) Environmental Implication

None for this report

(e) Procurement

None specific related to the service although new system procurement reported in 4.2.7

Any procurement relating to the service provision is carried out in line with Councils' policy

(f) Consultation and communication

(g) Community Safety

None to report

7. Background papers

These background papers were used in the preparation of this report:

Shared Service Quarterly reports

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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Item

Environment and Community Scrutiny Committee

2017/18 Revenue and Capital Outturn, Carry Forwards and Significant Variances – Streets and Open Spaces Portfolio

To:

Councillor Smith, Executive Councillor for Streets and Open Spaces

Report by:

Chief Executive, Strategic Directors, Head of Finance

Date:

28th June 2018

Wards affected:

(All) Abbey, Arbury, Castle, Cherry Hinton, Coleridge, East Chesterton, King's Hedges, Market, Newnham, Petersfield, Queen Edith's, Romsey, Trumpington, West Chesterton

Key Decision

1. Executive Summary

1.1 This report presents, for the Streets and Open Spaces Portfolio :

- a) A summary of actual income and expenditure compared to the final budget for 2017/18 (outturn position)
- b) Revenue and capital budget variances with explanations
- c) Specific requests to carry forward funding available from budget underspends into 2018/19.

2. Recommendations

Members of the Scrutiny Committee are asked to consider and make known their views on the following proposals for consideration by the Executive Councillor for Finance and Resources at the Strategy and Resources Scrutiny Committee on 2 July 2018:

- a) Carry forward requests totalling £215,500 revenue funding from 2017/18 to 2018/19, as detailed in **Appendix C**.
- b) Carry forward requests of £1,039k capital resources from 2017/18 to 2018/19 to fund rephased net capital spending, as detailed in **Appendix D**.

3. Background

Revenue Outturn

- 3.1 The overall revenue budget outturn position for the Streets and Open Spaces Portfolio is given in the table below. Detail, by service grouping, is presented in **Appendix A**.

2016/17 £'000	Streets and Open Spaces Portfolio Revenue Summary	2017/18 £'000	% Final Budget
5,989	Original Budget	6,455	100.2
25	Adjustment – Prior Year Carry Forwards	41	0.6
72	Adjustment – Service Restructure Costs	-	-
0	Adjustment – Earmarked Reserves	-	-
108	Adjustment – Capital Charges	29	0.5
0	Adjustment – Central & Support reallocations	-	-
19	Other Adjustments	(82)	(1.3)
6,213	Final Budget	6,443	100.0
6,187	Outturn	6,129	95.1
(26)	(Under) / Overspend for the year	(314)	(4.9)
41	Carry Forward Requests	216	3.4
15	Resulting Variance	(98)	(1.5)

- 3.2 **Appendix A** shows original and final budgets for the year (with the movements summarised in the above table) and compares the final budget with the outturn position for this Portfolio for 2017/18. The original revenue budget for 2017/18 was approved by the Executive Councillor for Streets and Open Spaces on 19 January 2017.
- 3.3 **Appendix B** provides explanations of the main variances.
- 3.4 **Appendix C** lists revenue carry forward requests.

Capital Outturn

- 3.5 The overall capital budget outturn position for the Streets and Open Spaces Portfolio is given in the table below. **Appendix D** shows the outturn position by scheme and programme with explanations of variances.

2016/17 £'000	Streets and Open Spaces Portfolio Capital Summary	2017/18 £'000	% Final Budget
2,364	Final Budget	1,830	100.0
1,455	Outturn	787	43.0
(908)	Variation - (Under)/Overspend for the year	(1,043)	57.0
728	Rephasing Requests	1,039	56.7
(180)	Variance	(4)	0.3

- 3.6 The majority of the rephasing relates to unspent budget for the Environmental Improvements Programme of £448k. Plans are being developed for future use of this budget. It is also due to a request to rephase a budget of £117k for the 'To the river – artist in residence' project which is due to commence in June 2018. £160k is requested to be rephased for the Cherry Hinton Grounds Improvements Phase 2.

4. Implications

(a) Financial Implications

- 4.1 The net variance from the final budget (see above), would result in a decreased use of General Fund reserves of £98k, after carry forwards.
- 4.2 A decision not to approve a carry forward request may impact on officers' ability to deliver the service or scheme in question and this could have staffing, equality and poverty, environmental, procurement, consultation and communication and/or community safety implications.

(b) Staffing Implications

Any staffing implications are included in the Appendices.

(c) Equality and Poverty Implications

Any equality or poverty implications are included in the Appendices.

(d) Environmental Implications

Any environmental implications are included in the Appendices.

(e) Procurement Implications

Any procurement implications are included in the Appendices.

(f) Community Safety Implications

Any community safety implications are included in the Appendices.

5. Consultation and communication considerations

Public consultations are undertaken throughout the year and can be seen at:

cambridge.gov.uk/current-consultations

6. Background papers

These background papers were used in the preparation of this report:

- Closedown Working Files 2017/18
- Directors' Variance Explanations – March 2018
- Budgetary Control Reports to 31 March 2018
- Capital Monitoring Reports – March 2018

7. Appendices

The following items, where applicable, are included for discussion:

Appendix	Proposal Type	Included
A	Revenue Summary for this portfolio	✓
B	Revenue Major Variances for this portfolio	✓
C	Carry Forward Requests for this portfolio	✓
D	Capital Summary for this portfolio	✓

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Authors' Names: Karen Whyatt.
Authors' Phone Numbers: 01223 – 458145.
Authors' Emails: karen.whyatt@cambridge.gov.uk

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**Streets & Open Spaces Portfolio / Environment and Community Scrutiny Committee
Revenue Budget 2017/18 - Outturn**

Service Grouping	Original Budget	Final Budget	Outturn	Variation Increase / (Decrease)	Carry Forward Requests - see Appendix C	Net Variance
	£	£	£	£	£	£
Bereavement Services						
City of Cambridge Cemetery	(79,120)	(87,120)	(112,997)	(25,877)	0	(25,877)
Cambridge Crematorium	(1,284,630)	(1,432,540)	(1,293,937)	138,603	0	138,603
Bereavement Services - Burials & Grounds	254,800	252,810	231,939	(20,871)	0	(20,871)
Bereavement Service Central Costs	783,250	783,250	685,884	(97,366)	0	(97,366)
Commemoration	(128,760)	(128,760)	(136,920)	(8,160)	0	(8,160)
Transfer to Bereavement Investment Fund	105,460	105,460	119,131	13,671	0	13,671
	(349,000)	(506,900)	(506,900)	0	0	0
Environmental Improvements						
Project Delivery (Salaried)	487,980	487,980	502,271	14,291	0	14,291
Project Delivery (Cost recovered)	118,320	118,320	203,776	85,456	0	85,456
	606,300	606,300	706,047	99,747	0	99,747
Open Space Management						
Bill Posting & Distribution	(23,850)	(21,370)	19,775	41,145	0	41,145
Refreshment Kiosks	(55,730)	(55,730)	(54,067)	1,663	0	1,663
Open Space Management	1,107,000	1,195,460	1,082,878	(112,582)	112,500	(82)
Traffic Islands	10,020	10,020	18,299	8,279	0	8,279
Closed Churchyards	40,890	40,890	11,850	(29,040)	18,000	(11,040)
Lettings & Events on Open Spaces	(54,120)	(54,120)	(65,657)	(11,537)	0	(11,537)
Open Space Asset Maintenance	231,080	272,220	167,496	(104,724)	60,000	(44,724)
Grazing Management	(6,550)	(6,550)	(11,186)	(4,636)	0	(4,636)
Play Maintenance	162,230	133,110	144,783	11,673	0	11,673
Cherry Hinton Hall	(97,700)	(97,700)	(98,732)	(1,032)	0	(1,032)
Public Toilets	685,390	731,120	688,175	(42,945)	25,000	(17,945)
Allotments	12,690	12,690	3,401	(9,289)	0	(9,289)
Arboriculture	308,740	308,740	310,332	1,592	0	1,592
Local Nature Reserves	28,280	28,660	30,182	1,522	0	1,522
Bramblefield Network Rail	0	0	2,185	2,185	0	2,185
	2,348,370	2,497,440	2,249,714	(247,726)	215,500	(32,226)
Streets & Open Spaces						
Ground Maintenance - Direct	662,810	656,110	652,670	(3,440)	0	(3,440)
Street Cleaning - Direct	2,408,720	2,402,130	2,278,040	(124,090)	0	(124,090)
Public Realm Enforcement	371,640	374,120	347,768	(26,352)	0	(26,352)
Rangers - Direct	406,590	414,190	402,321	(11,869)	0	(11,869)
	3,849,760	3,846,550	3,680,799	(165,751)	0	(165,751)
Total Net Budget	6,455,430	6,443,390	6,129,660	(313,730)	215,500	(98,230)

Changes between original and final budgets may be made to reflect:

- portfolio and departmental restructuring
- approved budget carry forwards from the previous financial year
- technical adjustments, including changes to the capital accounting regime
- virements approved under the Council's constitution
- additional external revenue funding not originally budgeted

and are detailed and approved:

- in the January committee cycle (as part of the Budget-Setting Report, BSR)
- in the June/July committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium-Term Financial Strategy, MTFS)
- via technical adjustments/virements throughout the year

Streets & Open Spaces Portfolio / Environment and Community Scrutiny Committee

Revenue Budget 2017/18 - Major Variances from Final Revenue Budgets

Service Grouping	Reason for Variance	Amount £	Contact
Bereavement Services	City of Cambridge Cemetery - Various underspends and overachievements over a number of codes. Largely due to a reduction in burials and the grounds and building maintenance budgets being underspent.	(25,877)	Glyn Theobald
	Cambridge Crematorium - The A14 widening project continues to have a negative effect on revenue across the service and is adversely affecting peoples choice of location. The negative effect is likely to continue until the new road access is constructed in 2018/19 and beyond. We are however opening up Newmarket road chapel for services and this is expected to have a positive effect on funeral directors and members of the public who are avoiding the A14 works	138,603	Glyn Theobald
	Burials and Grounds - A post remains vacant within the burial and grounds team and the service will be looking to recruit in 18/19 for a multifunctional roll to cover the service resilience	(20,871)	Glyn Theobald
	Central Costs - £40k temporary agency staff budget remained for the service management cover which remained unused as bereavement service manager was in post in May 2017. The underspend on various codes enabled the service bottom line to be achieved despite the impact from the A14.	(97,366)	Glyn Theobald
Environmental Improvements	Project Delivery (Costs recovered) - Variance relates primarily to under-recovery of income (as a consequence of work on projects under development, and continuing high level of officer input needed on difficult, legacy, projects) allied with costs of staffing changes and temporary cover of vacant posts. Recharges under review with Finance.	85,456	John Richards
Open Space Management	Bill Posting & Distribution - There is an underlying budget issue which will need to be addressed for future budgets.	41,145	Anthony French

Streets & Open Spaces Portfolio / Environment and Community Scrutiny Committee

Revenue Budget 2017/18 - Major Variances from Final Revenue Budgets

Service Grouping	Reason for Variance	Amount £	Contact
Open Space Management	Open Space Management - Overspend of £10,000 against budget, with additional income due to delays from the University Arms Hotel refurbishment and part use of Parkers Piece.	(112,582)	Alistair Wilson
	Closed Churchyards - Related to not being able to undertake a project at Mill Road on vegetation removal due to poor weather during first quarter of 2018	(29,040)	Anthony French
	Open Space Asset Management - Figure relates to income as per the original agreement regarding the University Arms Development.	(104,724)	Alistair Wilson
	Public Toilets - Most of this underspend relates to a bid of 48K for improvements - and this is requested to be carried forward	(42,945)	Anthony French
Streets & Open Spaces	Street Cleaning - Direct - Mainly due to underspends of 33k on basic pay and pensions, 38k on other premises related costs and 21k on use of subcontractors plus an over achievement in income of £37k which is offset by overspends of 10k in agency / temp staffing costs and 12k overspend on vehicle costs.	(124,090)	Don Blair
	Public Realm Enforcement - 10k underspend on basic pay and £24k over achievement in income(fixed penalty income).	(26,352)	Wendy Young
Other	Miscellaneous	4,913	-
Total		(313,730)	

Streets & Open Spaces Portfolio / Environment and Community Scrutiny Committee

Revenue Budget 2017/18 - Carry Forward Requests

Request to Carry Forward Budgets from 2017/18 into 2018/19

Item	Reason for Carry Forward Request	Amount £	Contact
1	Closed Churchyards Carry forward request is being made for the War Memorial Refurbishment which was planned for early part of 17/18. Although sufficient funds remained the poor weather in the first few months of 2018 meant unsuitable conditions for repair. A carry forward is requested to enable the work to be completed during summer 2018.	18,000	Anthony French
2	Open Space Management Carry forward request is being made for monies that have been received as a result of the University Arms development to be used for improvement works to Open Spaces Citywide in 2018/19.	112,500	Alistair Wilson
3	Open Space Asset Management Carry forward request is being made for monies that have been received as a result of the University Arms development to be used for improvement works to Parker's Piece Cricket Wickets in 2018/19.	60,000	Alistair Wilson
4	Public Toilets Carry forward request is being made for Jesus Green public toilets refurbishment	25,000	Anthony French
	Total Carry Forward Requests for Streets & Open Spaces Portfolio	215,500	

Streets & Opens Spaces Portfolio / Environment and Community Scrutiny Committee

Capital Budget 2017/18 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2017/18 £000	Final Budget 2017/18 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
PR010a - 100001 (35523)	Environmental Improvements Programme - North Area	J Richards	127	127	37	(90)	90	0	Skanska £27k claim for completed verge strengthening works in Carlton Way under dispute. Delivery of past commitments progressing, with plan under development for future use of carried forward funds.
PR010b - 100002 (35524)	Environmental Improvements Programme - South Area	J Richards	126	126	5	(121)	121	0	Skanska £58k claim for completed verge strengthening works in Carlton Way under dispute. Delivery of past commitments progressing, with plan under development for future use of carried forward funds.
PR010c - 100003 (35525)	Environmental Improvements Programme - West/Central Area	J Richards	123	123	7	(116)	116	0	Delivery of past commitments progressing, with plan under development for future use of carried forward funds.
PR010d - 100004 (35526)	Environmental Improvements Programme - East Area	J Richards	148	148	27	(121)	121	0	Skanska £27k claim for completed verge strengthening works in Carlton Way under dispute. Delivery of past commitments progressing, with plan under development for future use of carried forward funds.
PR010e - 100005 (35527)	Local Centres Improvement Programme	J Richards	8	8	1	(7)	7	0	There is a commitment to fund the preparation work on the third scheme in the programme; improvement of Mitcham's Corner area.
Total Programmes			532	532	77	(455)	455	0	-
PR030e - 100036 (38258)	Cavendish Rd (Mill Rd end) improvements: seating & paving (S)	J Richards	16	16	3	(13)	13	0	Procurement underway with detailed implementation plan under development in conjunction with public art piece being introduced on same site.
PR030f - 100037 (38259)	Bath House Play Area Improvements (S106)	D O'Halloran	0	0	3	3	0	3	
PR030l - 100097 (38341)	Ditton Fields play area improvements (S106)	A Wilson	26	26	26	0	0	0	Project completed.
PR030r - 100214 (38420)	Brothers' Place landscaping & natural play improvements (S10)	A Wilson	8	8	0	(8)	8	0	
PR031q - 100218 (38412)	Bramblefields nature reserve: improve biodiversity & access	A Wilson	12	12	0	(12)	12	0	
PR031s - 100104 (38414)	Nun's Way Rec Ground - mini climbing dome (S106)	A Wilson	27	27	0	(27)	27	0	
PR032p - 100124 (38370)	Reilly Way play area improvements (S106)	A Wilson	5	5	0	(5)	5	0	
PR032q - 100123 (38369)	Upgrade Nightingale Avenue play area (S106)	A Wilson	60	60	36	(24)	24	0	

Streets & Opens Spaces Portfolio / Environment and Community Scrutiny Committee

Capital Budget 2017/18 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2017/18 £000	Final Budget 2017/18 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
PR032r - 100125 (38371)	Install junior fit kit at Accordia development (S106)	A Wilson	14	14	0	(14)	0	(14)	Project abandoned and funding re-allocated by Urban Growth Manager.
PR032t - 100215 (38421)	Fulbourn Road open space improvements (S106)	A Wilson	10	10	0	(10)	10	0	
PR032w - 100216 (38424)	Accordia open space improvements (S106)	A Wilson	10	10	0	(10)	10	0	
PR033m - 100104 (38348)	Benches on Carisbrooke Road green and next to Coton footpath	A Wilson	3	3	2	(1)	1	0	
PR033q - 100107 (38352)	Additional play equipment, benches and landscaping at Christ	A Wilson	13	13	12	(1)	1	0	
PR033s - 100187 (38415)	Histon Rd Rec play area: paths, surfacing & landscaping (S10)	A Wilson	40	40	28	(12)	12	0	
PR033t - 100219 (38416)	St Clement's churchyard open space on Bridge Street (S106)	A Wilson	10	10	0	(10)	10	0	Mismatch between expectation and budget allocation. Project team endeavouring to unlock.
PR034d - 100028 (38227)	Public Art - 150th and 400th Anniversary (Cambridge Rules) (N Black	36	36	24	(12)	12	0	Ongoing. Artist has completed Cambridge installation. Project will complete by October 2018 with the legacy publication.
PR040g - 100078 (38322)	Public art grant - Chesterton mural (S106)	N Black	1	1	3	2	0	2	Project completed. Overspend due to artists underestimating the hours required when they applied.
PR040h - 100079 (38323)	[Completed] Public art grant - Growing spaces in King's Hedge	S Tovell	0	0	1	1	0	1	Completed. JD comment: Overspend potentially to be funded from underspend on other capital projects in the year.
PR040i - 100080 (38324)	Public art grant - History Trails (S106)	N Black	5	5	0	(5)	0	(5)	Project completed.
PR040l - 1000836 (38327)	Public art grant - Newnham Croft stained glass window (S106)	N Black	5	5	2	(3)	0	(3)	Project completed. Final payment issued in November 2017.
PR040n - 100085 (38329)	Public art grant - public art at Humberstone Road (S106)	N Black	1	1	1	0	0	0	Completed. Final payment issued in Jan 2018.
PR040o - 100086 (38330)	Public art grant - 'The place where we stand' (S106)	N Black	3	3	0	(3)	3	0	

Streets & Opens Spaces Portfolio / Environment and Community Scrutiny Committee

Capital Budget 2017/18 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2017/18 £000	Final Budget 2017/18 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
PR040q - 100203 (38447)	To the River - artist in residence	C Littlechild	120	120	3	(117)	117	0	Artist will commence contract from 1st June 2018.
PR040r - 100181 (38402)	Public Art Grant Cambridge Junction Radio Local (S106)	N Black	15	15	15	0	0	0	Project completed.
PR040s - 100188 (38403)	Public art grant for Kettle's Yard - Antony Gormley Performa	N Black	15	15	5	(10)	10	0	Work in process. Due to complete this summer.
PR040t - 100208 (38407)	Public Art Grant for Cambridge Live - Colours in our Community	N Black	18	18	10	(8)	8	0	Work in progress. £8500 spent to date. Due to complete by Feb 2019.
PR040u - 100199 (38408)	Public art grant for University of Cambridge Primary School	N Black	16	16	11	(5)	5	0	Work in process. Due to complete by September.
PR040v - 100185 (38410)	Public Art Grant for Pink Festival Group - showcase of queer	N Black	5	5	8	3	0	3	Due to report to Capital Programme Board before any further work is undertaken.
PR040w - 100184 (38409)	Public Art Grant for Menagerie Theatre Company - Trumpington	N Black	17	17	10	(7)	7	0	In process due to complete July/August 2018. Mid point payment issued May 2018. £17k spent to date
PR040x - 100182 (38404)	Public Art Grant for Oblique Arts - Mitcham's Moving (s106)	N Black	13	13	10	(3)	0	(3)	Complete. Final payment issued in April 2018.
PR040y - 100183 (38405)	Public Art Grant - Rhyme, Rhythm & Railways (s106)	N Black	15	15	10	(5)	5	0	Complete. Awaiting final evaluation report before issuing final grant payment.
PR040z - 100217 (38406)	Public art grant for Historyworks - Michael Rosen Walking Tr	N Black	15	15	0	(15)	15	0	Work in progress.
PR041c - 100094 (38338)	Sheep's Green watercourse improvements and habitat creation	G Belcher	45	45	45	0	0	0	Project completed.
SC433 - 100222 (39125)	Snowy Farr Memorial Artwork	A Wilson	0	0	1	1	0	1	Completed. Additional spend to cover the installation of an explanatory plaque linking to Council's website.
SC548 - 100018 (38179)	Southern Connections Public Art Commission (S106)	A Wilson	13	13	17	4	0	4	Artist has agreed with the Council's proposed way forward. Preparing for planting in October season.
SC615 - 100088 (38133)	Cherry Hinton Grounds Improvements Phase 2 (S106)	A Wilson	239	239	79	(160)	160	0	Works continue on this project, Winter 18 saw delivery of major tree planting and meadow creations and pathway routing. Next works will follow on after the Folk Festival as some ground works proposed will disrupt the layout. Officer costs still to be drawn down.

Streets & Opens Spaces Portfolio / Environment and Community Scrutiny Committee

Capital Budget 2017/18 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2017/18 £000	Final Budget 2017/18 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC648 - 100006 (37051)	Local Centres Improvement Programme - Arbury Court	J Richards	59	59	62	3	(3)	0	Construction work commenced during March 2018, with good progress made and anticipated completion mid June 2018. Funding spread over two financial years due to anticipated timing of construction works, with spend marginally ahead of profile.
SC654 - 100200 (38435)	Redevelopment of Silver Street Toilets	J Richards	48	48	16	(32)	32	0	Further contractual delays with chosen architect but pressing ahead with detailed development in order not to interrupt programme.
SC670 - 100147 (38393)	Lammas Land Car Parking Infrastructure	A French	0	0	3	3	(3)	0	£3k to be rephased from 18/19 to 17/18.
SC675 - 100223	Refurbishment of Jesus Green Public Convenience	A Wilson	25	25	0	(25)	25	0	Financed in 2018/19 from underspend on revenue carried forward from 2017/18.
SC644 - 100054	Acquisition of land adjacent to Huntingdon Road Crematorium	G Theobald	315	315	257	(58)	58	0	The land acquisition at the crematorium has completed and contracts exchanged, the planning application has been submitted and has been accepted with conditions which are currently being discharged the remaining budget will roll over to 18/19
UD030h - 100035 (38255)	Romsey 'town square' public realm improvements (S10)	J Richards	0	0	5	5	0	5	There is £60,000 of s106 funding provisionally allocated, with spend to date covering development costs on this long running project thus far. Detailed local engagement resulting in a preferred layout is complete. The design and construction specification are being finalised with procurement and legal agreement with Co-op anticipated early Summer 2018, prior to CPB considering Part B detailed business case. Potential funding pressure flagged.
Total Projects			1,298	1,298	708	(590)	584	(6)	-
PV016 - 100157 39024	Public Conveniences	J Richards	0	0	2	2	0	2	Work in relation to refurbishment of the Lion Yard toilets.
Total Provisions			0	0	2	2	0	2	-
Total for Streets & Open Spaces Portfolio			1,830	1,830	787	(1,043)	1,039	(4)	-

Changes between original and final budgets may be made to reflect:

- rephased capital spend from the previous financial year
- rephased capital spend into future financial periods
- approval of new capital programmes and projects

and are detailed and approved:

- in the June/July committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium-Term Financial Strategy, MTFS)
- in the January committee cycle (as part of the Budget-Setting Report, BSR)

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Item

PUBLIC ART POLICY AND STRATEGY 2018-19 AND PUBLIC ART SMALL-SCALE S106 GRANTS 2018



To:

Environment and Community Scrutiny Committee – 28 June 2018

Report by:

Alistair Wilson, Streets and Open Space - Development Manager

Tel: 01223 458514; Email: alistair.wilson@cambridge.gov.uk

Wards affected:

All

Key Decision

1. Executive Summary

- 1.1 Community Services Scrutiny Committee on 18 January 2018 considered a report on how the Council can mitigate the impact of development through public art. The report set out the future aspirations for public art in the City, and the need to develop a Public Art Strategy, which addresses changes to the national planning system and planning regulations, and supports the new Local Plan. Officers committed to update the Scrutiny Committee in June 2018.
- 1.2 This report clarifies our current policy position for the inclusion of public art within new development and is drafted with technical input from the Planning Policy team, set in the context of the Local Plan. It also sets out the Council's plans to: (a) review the Planning Obligations Supplementary Planning Document (SPD), which will include a separate

review of the current Public Art policy; (b) review the commissioning processes to comply with changes in the Planning system; (c) improve future public art delivery, whether through the Planning process; or the Council's own commissioning capital programme; and (d) develop a Public Art Strategy for the city.

- 1.3 The report to the Community Services Scrutiny Committee in January 2018, also set out the approach to the Council's 2018 small-scale (up to £15,000) public art S106 grant-funding round, as a first step alongside possibilities for subsequent larger grants and future Council led commissions. Twenty one grant applications have been received and assessed against the agreed selection criteria. More details can be found in section 5 of this report; and on the Council's Public Art Grants web page (www.cambridge.gov.uk/public-art-grants).
- 1.4 Officers recommend grant-funding for five of these small-scale public art projects (totalling £89k), plus earmarking funding for another two proposals (totalling £25k), that would benefit from further development. This reflects both the emphasis on focusing on high quality public art that meets the S106 selection criteria and the value of holding some public art S106 funding back to enable the Council to afford some further projects as part of its future Public Art Strategy. Paragraph 6.1 sets out the remaining availability of public art S106 funding for local projects on the basis that the recommendations are approved.

2. Recommendations

The Executive Councillor is recommended to:

- 2.1 Support and approve the development of a new Public Art Strategy for the city.
- 2.2 Allocate the following small-scale public art S106 grants, subject to grant agreement and any other conditions set out below (see Section 5 and Appendix 1):

- a. £15,000 grant to The Cambridge Junction for the 'News, News, News' project;
- b. £15,000 grant to the In Your Way Festival for the 'Theatre as Architecture: Architecture as Theatre' project;
- c. £14,000 grant to New International Encounter (NIE) Theatre for the 'Tales from the Edge of Town 2070' project;
- d. £15,000 grant to Rowan Humberstone for the 'Ecology Sculpture at Sheep's Green' project; and
- e. £30,000 grant to Unison for the 'Faith and Hope' commemoration of the 100th anniversary of votes for women, subject to business case approval.

2.3 Earmark public art S106 funding for the following public art proposals (subject to review/confirmation within 12 months), which have potential but which would benefit from further development with support and advice from the Public Art Officer.

- i. £10,000 earmarked as a possible grant to Chesterton Community Association for its Chesterton Village Sign proposal;
- ii. £15,000 earmarked as a possible grant to HistoryWorks for its proposal called 'Travellers and Outsiders: Stourbridge Soundscapes Across Time'.

3. Background

3.1 The future of public art in Cambridge can be delivered through both national and local planning policy. The National Planning Policy Guidance (NPPG) supports public art as part of well-designed spaces and the Local Plan 2014 "is committed to the provision of public art within developments and in the public realm."

3.2 The National Planning Framework (NPPF) incorporates public art for the first time in national planning policy with the objective of promoting cultural wellbeing. Particular reference is made to the provision of public art within the NPPG, which accompanies the NPPF. In particular,

the NPPG observes that public art can be integral to providing well designed spaces:

“Public art and sculpture can play an important role in making interesting and exciting places that people enjoy using.”

3.3 The Council’s 2010 Public Art SPD continues to be used to support existing Local Plan policies until the new Local Plan is adopted. The document sets out the justification for the inclusion of public art within new development and why it is acceptable in planning terms. Upon the adoption of the new Local Plan, the Council will update the Planning Obligations SPD to include public art.

3.4 The Cambridge Local Plan Submission 2014 also supports the inclusion of public art within new development through the following policies: Policy 56 (Creating successful places); Policy 59 (Designing landscape and the public realm) and; Policy 85 (Infrastructure delivery, planning obligations and the Community Infrastructure Levy (CIL)). The policies all seek to ensure public art is seen as an integral and integrated part of a development proposal, rather than as a ‘nice to have’ addition.

4. 2018 Public Art Strategy and Public Art Plan

4.1 The Council’s Public Art Policy has delivered a range of public art using developments. Many local authorities have used the Cambridge Public Art SPD as a model for introducing or reinforcing existing public art policies.

4.2 Since the adoption of the Council’s Public Art SPD there have been changes in the planning system, which require the document to be reviewed, in particular:

- how to determine the budget set in the context of the overall development costs.
- the process of justification for the inclusion of public art within new development; and
- the development of an evidence base for proposing new public art projects from off-site s106 contributions.

- 4.3 The introduction of the Community Infrastructure Levy (CIL) and its relationship with public art also requires consideration. Without the Public Art SPD, the city would not have delivered public art to the quality it has been over the last 8 years and it is crucial going forward that the SPD is reviewed, revised and updated to provide detailed processes and guidance for public art to continue to support Local and National Planning Policies to deliver good design and outstanding new communities and places.
- 4.4 Since the adoption of the 2010 Public Art SPD a high number of public art projects have been realised. The Council therefore now has a detailed evidence base to aid the development a new Public Art Strategy. These projects include all different forms of public art from permanent sculpture and socially engaged projects to urban art. The Council can now consult with developers, art consultants, artists and most importantly the community, to assess the impact of public art and evaluate projects and budgets, etc. This will enable us to shape the future policy from experience and in essence have a 'Big Conversation' about the future direction of public art in Cambridge.
- 4.5 As part of the review process we will be consulting a broad range of stakeholders and interested parties on key issues, evaluating delivered public art projects and assessing the Council's role in that process and, engaging with the community to consider the impacts of public art using a range of methods, including:
- Issues and options consultation;
 - a public art survey;
 - two or three workshops with developers, artists, art consultants and members of the community who have been engaged with public art projects;
 - evaluating delivered public art projects in terms of quality, impact and budget; and
 - evaluating types of public art projects and artistic practice to understand and promote the benefits for different types, forms and timespans of art in the public realm.

- 4.6 The review process will also provide the opportunity to clarify how on site public art will be secured. For developer-led provision, the current preference at this time is via planning conditions but where it has been demonstrated that a development cannot accommodate public art provision on-site, a S106 Planning Obligation might be used to provide it off site for exceptional circumstances
- 4.7 The preparation of the Public Art Strategy will include a Commissioning Strategy for the City, which will provide evidence of community needs and projects where off site public art can mitigate the impact of development. The Commissioning Strategy will also provide an evidence base for future capital projects and will include regeneration initiatives and improvements being put forward by the City Council, South Cambridgeshire District Council, County Council and others such as public realm improvements like the Market Square.
- 4.8 Currently the Public Art SPD requires 1% of capital construction costs of a development to be allocated as a budget for public art. This approach to agreeing budgets is no longer considered appropriate due to changes to national planning policy and therefore the Council must develop new ways of setting budgets with developers. Although the 1% of capital construction costs calculation provided medium size developments with appropriate budgets to deliver public art projects to mitigate the impact of development, it failed to deliver budgets high enough to achieve the same on smaller sites (less than 11 households) and generated too much on very large sites. The Council will carry out research to help justify propose budget calculations that incorporate all the costs in developing and delivering public art projects.
- 4.9 The Public Art Strategy will also enable the Council to explore the potential of public art delivery within the context of the Greater Cambridge sub region. In particular, it will enable the Council to clarify its position on sites, which share a boundary with South Cambridgeshire District and where currently the City Council's Public Art Officer deals with public art on behalf of the two local authorities. It will also allow the City Council to enter into discussion regarding sites that fall within the

South Cambridgeshire district boundary but are read as being within the City of Cambridge.

4.10 The Council is in the process of updating its website to promote public art. This will continue over the coming months. Training will be developed and provided for Members and Officers on the delivery of Public Art and walking tours offered as part of that process.

4.11 The exact structure of the new Public Art Strategy has yet to be confirmed but will include the following key elements:

- Manifesto for Public Art – A celebration of public art in Cambridge and a declaration of the aims to support public art over the next 10 years to ensure quality projects are developed.
- Public Art Strategy
 - Evaluation;
 - Public Art Plan;
 - Public Art Commissioning Strategy;
 - Guidance for Developing and Delivering a Public Art Project; and
 - Urban Art Strategy

Officers currently envisage that the Manifesto will be reported to the Environment and Community Scrutiny Committee in late 2018 or early 2019.

4.12 Until any further future off-site public art contributions are secured, in developing a Public Art Commissioning Strategy for Cambridge, officers will need to take account of the finite amount of remaining off-site contributions already received. They will also need to consider which parts of the city these unallocated contributions relate to, in order to determine how the funding can be used to the maximum public benefit. This process is likely to include making proposals for future Council commissions in the context of the financial implications set out in paragraphs 6.1 and 6.2.

5. Public Art Small-Scale S106 Grants 2018

- 5.1 The annual small-scale public art S106 grant rounds since 2015 have helped to engage the local community in public art and ensure on-going spend of public art S106 funding. This has also helped to make sure that it can be spent in a timely manner (ahead of any expiry dates for relevant S106 contributions). However, in the context of S106 funding constraints, the January 2018 highlighted that the 2018 small-scale public art grant round could be the last of its kind and that the emphasis would be on encouraging (only) high quality public art. The limitations on funding availability were reinforced in updates on the Council's Public Arts Grants web page in February. This highlighted that:
- there was sufficient funding available in each of the following wards for a grant of up to £15,000: Abbey, Cherry Hinton, Coleridge, King's Hedges, Market, Newnham, Queen Edith's, Romsey, Trumpington and West Chesterton.
 - a public art grant between £10,000 and £15,000 may be possible in each of Arbury, East Chesterton and Petersfield.
 - it was not worth applying for a grant for a public art proposal focussed on Castle ward – all public art S106 contributions there have already been allocated.
 - applicants may seek a grant of up to £15,000 for a proposal relating to more than one ward of the city.
- 5.2 Trumpington, Coleridge and Romsey wards have particularly significant sums of public art S106 funding available. However, the January 2018 report made clear that, whilst a ward may have £15,000 or more, that does not mean that a grant has to be funded in that ward – it will depend on the quality of the proposal. This is important; not least to leave sufficient funding in some parts of the city for significant future public art commissions projects by the Council.
- 5.3 In line with the Public Art SPD 2010, the selection criteria for this 2018 funding round (agreed by the Executive Councillor last January) stated that - to be eligible for public art funding - projects should:

- Be publicly accessible;
- Be within the city of Cambridge;
- Engage local communities;
- Be unique and original;
- Be led by a professional artist or craftsperson;
- Involve the appropriate remuneration of professional artists;
- Be site or context sensitive;
- Demonstrate excellent artistic quality (in concepts & project delivery)
- Have a lasting legacy; and
- Be feasible, deliverable and have appropriate project management plans in place.

5.4 The application stage of the 2018 small-scale Public Art grant funding round opened in late January and closed on 3 April 2018, alongside the bidding process for the community facilities S106 funding. As planned, the following steps were taken.

- a. The funding opportunity was publicised via a press release, direct emails to arts organisations and community groups (as well as councilors and equalities groups), targeted conversations to encourage applications, social media and information on the council's Public Art grants web page.
- b. Applicants' attention was drawn to a guidance pack, designed to help explain the selection criteria and how to make a successful application.
- c. Applicants were encouraged to engage with officers' for help and advice on their applications – and some took up this offer.
- d. Alongside the assessment of the applications against the selection criteria (detailed below) councillors were circulated a briefing note on all the applications received and were asked for their comments. This feedback is summarised in Appendix 2.

5.5 All 21 applications received have been assessed against the selection criteria by a panel including officers (with responsibilities for public art, culture and community and S106 funding co-ordination) and two external experts (Dipak Mistry and Andy Robinson) from the Council's

advisory Public Art Panel. See Appendix 1 for more details. This process is particularly important in order to identify those project proposals that would be eligible for the public art S106 funding on which these grants are based.

Table 1: Summary of the assessment of the grant applications

	Project proposal (and ward location)	Eligible?
A	Places of well-being, processes of collaboration (Queen Edith's)	No
B	Common Ground (Trumpington)	No
C	Eco Living Festival plastic waste art installation (multiple wards)	No
D	Multi-sensory area at Cherry Hinton Folk Festival (Cherry Hinton)	No
E	News, News, News (Coleridge)	Yes
F	What Women Want (city-wide)	No
G	Crowded Room (Cherry Hinton)	No
H	Chesterton Village sign (East Chesterton)	Potential
I	Growing Spaces short film (city-wide)	No
J	Histon Road gateway arch (Arbury)	No
K	Coprolite Chorus (Abbey, Coleridge, Petersfield, Romsey)	No
L	Trades of Romsey and Petersfield (Petersfield/Romsey)	No
M	Travellers and Outsiders (Abbey)	Potential
N	Reflection Cloud (city-wide)	No
O	'Theatre as Architecture, Architecture as Theatre' (city-wide)	Yes
P	Coton Corner enhancement (Newnham)	No
Q	Tales from the Edge of Town 2070 (Trumpington/Cherry Hinton)	Yes
R	Nun's Way Pavilion mural (King's Hedges)	No
S	Spheres of Influence (multiple wards)	No
T	Ecology Sculpture on Sheep's Green (Newnham)	Yes
U	Faith & Hope: Suffragette commemoration (city-wide)	Yes

- 5.6 **Next steps:** Following scrutiny by the Committee and the Executive Councillor's decision on the recommendation 2.2, officers will liaise with the successful grant applicants on the details of their grant agreements, addressing any particular issues highlighted in the assessments in Appendix 1.

- a. For projects which relate to particular wards, officers intend to fund those projects from public art S106 contributions from the same wards (or from nearby developments in neighbouring wards if there is a particularly close relationship between a development and a project).
- b. Any projects that are city-wide in nature will be funded from public art contributions from developments across the city. This would apply, for example, in the case of the 'Theatre as Architecture: Architecture as Theatre' and 'Faith and Hope' projects.
- c. All but one of the grant applications seek £15,000 or less each and, if selected for S106 funding, would therefore be taken forward without a business case to the council's officer-level Capital Programme Board. Even so, officers will carry out checks to make sure that the project details and implementation arrangements for selected projects are realistic, robust and eligible for S106 funding.
- d. If the 'Faith and Hope' grant application from Unison is selected, this £30,000 grant would be subject to business case approval and is likely to require a legally-binding grant agreement.

5.7 The Public Art Officer will also work closely with the two applicants whose proposals have been recommended for earmarked S106 funding (see paragraph 2.3) on the basis that these can be developed in more detail and in a way that would satisfy the selection criteria fully. These two cases will be reviewed within the next 12 months and reported back to this Committee for an update.

6. Implications

- 6.1 **Financial implications:** The development of the Public Art component of the SPD and Strategy will be met within existing budgets.
- 6.2 Paragraphs 4.12 and 5.1 have already highlighted the limited remaining S106 funding availability. The Council's provision of small-scale grants, alongside commissioning larger projects itself, has helped to manage public S106 funds within any expiry dates. If the Executive Councillor

agrees the recommended grants and earmarked funding in paragraphs 2.2 and 2.3, this could mean that:

- a. there would be no off-site public art S106 funding left in Arbury, Castle, East Chesterton and Newnham wards;
- b. There could be less than £10,000 or so in each of Abbey, King's Hedges, Market, Petersfield, Queen Edith's and West Chesterton wards.
- c. only four wards would have higher levels of S106 funding still available for local projects: Cherry Hinton (over £20,000); Romsey (around £60,000), Coleridge (over £65,000) and Trumpington (over £95,000).

6.3 These estimates of remaining unallocated public art S106 funding have taken account of the £120,000 of public art contributions already allocated to the on-going River Cam public art residency and a further £330,000 provisionally allocated to the wider River Cam public art programme (for which other projects are still to be developed. The exact uses of this £330,000 will need to be considered in the light of the Residency project and in the context of the developing Public Art Strategy.

- a. The approach to the River Cam public art programme was reported to the Community Services Scrutiny Committee in January 2018 and agreed by the Executive Councillor. This report explained that the exact uses of this £330,000 will need to be considered in the light of the residency.
- b. The development of the Public Art Strategy provides an opportunity to set this review of the £330,000 in the context of exploring possible uses of the remaining public art S106 contributions mentioned in paragraph 6.2. This would help to make sure that all of this public art S106 funding is managed effectively (that is, in line with official regulations and S106 agreements and strengthening links between where the contributions are from and where they are spent). It would also help to maximise the benefits and impact of providing high quality public art in Cambridge.

6.4 **Staffing implications:** There are no staffing implications arising from the recommendations in this report

6.5 **Equality and Poverty implications:** The Council's approach to public art expects that it should be freely and widely accessible. The guidance for this small-scale public art S106 grant round (explaining the selection criteria) makes clear that all projects should be as inclusive as possible and that all projects should uphold the Council's commitment to equality and diversity. For S106-funded projects, officers also have to consider how these projects help to mitigate the impact of development in Cambridge.

Three grant applications, featured in the recommendations in paragraphs 2.2 and 2.3, are particularly related to promoting equality and celebrating diversity:

- a. Unison's application to celebrate the centenary of women's right to vote;
- b. The grant application for the Sheep's Green Equality Sculpture has been made by Rowan, a Cambridge-based art centre which works primarily with adults with learning disabilities; and
- c. HistoryWorks' application for a public art project around the theme of travellers and outsiders seeks to engage local communities to learn from one another and listen to stories and experiences which may not have been heard or understood.

6.6 **Environmental Implications**

The provision of public art in the city adds to the interest, variety and quality of the public realm.

Officers will work closely with applicants to make sure that the grant projects are taken forward in a way that promotes good environmental stewardship.

6.7 Procurement Implications

The Public Art Strategy will review public art procurement and make best practice recommendations.

6.8 Community Safety Implications

The inclusion of works of art in public places can make them more attractive and encourage people to use them. Maintenance of public art is also an important consideration in assessing proposals. For instance, the ability to withstand vandalism and weathering should be demonstrated. Ongoing maintenance details are required to accompany all public art scheme submissions.

6.9 Consultation and communication considerations

The development of the Public Art Strategy will involve consultation with key stakeholders and the community as set out in paragraph 4.5 of this report.

7. Background papers

Public Art SPD www.cambridge.gov.uk/public-art-spd

Public Art on the City Council website www.cambridge.gov.uk/public-art

Public Art Grants 2018 Guidance Pack

Collated (redacted) grant applications 2018

8. Appendices

- | | |
|--------------|--|
| Appendix 1 – | Assessment of the 2018 small-scale Public Art grant funding applications |
| Appendix 2 - | Comments received from councilors on public art grant applications |

9. Inspection of papers

To inspect the background papers, or if you have a query on the report, please contact:

Alistair Wilson, Development Manager

tel: 01223 458514; email: alistair.wilson@cambridge.gov.uk

Summary of 2018/19 Public Art Grants and Assessment

Appendix 1

Please refer to paragraph 5.3 of the committee report, which sets out the assessment criteria for the applications.

Recommended applications

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
E: NEWS, NEWS, NEWS Applicant: Cambridge Junction Ward: Coleridge/City wide Grant request: £15,000 Already raised: £10,000 Project cost: £40,000 Expected start: November 2018 Expected finish: March 2019	Artists Andy Field and Becky Darlington prepare a live multimedia performance for the Junction, where local children (Ridgefield School) have been involved in the making of their own local news themed production, including live and pre-recorded elements.	Recommended, subject to the award of Arts Council funding. This will be the first performance of this concept by Andy Field in Cambridge and has the potential to be toured around the country later on. The topic enables local children to engage with the arts, consider local and national issues through the exploration and production of their own 'news' programme. Public Art team were contacted on the application and sought clarification about feasibility if other funding did not come through. Arts Council funding has been confirmed.

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
<p>O: Theatre as Architecture, Architecture as Theatre: KHOR II</p> <p>Applicant: In Your Way Festival Ward: City wide Grant request: £15,000 Project Budget: £63,000 Already raised: £18,300</p>	<p>Tourable concept. It is a Do-It-Together (DIT) theatrical installation consisting of a large scale building kit which is built over the course of a day by a diverse group of 20 residents from across the city that represent the wider population of Cambridge. The project uses a transdisciplinary mix of theatre and architecture to raise questions around social integration, participation and cultural diversity which are addressed in a playful, hands on manner.</p>	<p>Recommended. The project has confirmed that have match funding from the Arts Council for £15k. This is a high quality and engaging proposal with a Cambridge context. Keen to ensure that the resulting performance is free to access, otherwise this is a high quality bid that we wish to support.</p> <p>Public Art team were contacted on the application and sought clarification about feasibility if other funding did not come through.</p>
<p>Q: TALES FROM THE EDGE OF TOWN 2070</p> <p>Applicant: NIE Theatre Ward: Trumpington & Cherry Hinton Grant request: £15,000 Project budget: £33,000 Already raised: £18,000</p>	<p>Inviting children from a primary school in Cherry Hinton and a school in Trumpington to think about the future and envision what their neighbourhood/city will look like in 2070. Workshop processes will capture stories in performance, film, songs and visual art. Resulting works will be performed and projected. Includes end installation at E-Luminate. £17,000 of other funding has been</p>	<p>Recommended. This project has taken on board the feedback from the previous round and has strengthened the artistic concept and delivery details. Has sought partner funding and been successful.</p> <p>Would like to investigate why Queen Ediths has not been included in the project area and perhaps recommend its inclusion.</p>

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
	secured to support the project.	
T: ECOLOGY SCULPTURE AT SHEEP'S GREEN Applicant: Rowan Ward: Newnham Grant request: £14,000 Project budget: £14,000 Expected start: July 2018 Expected finish: March 2019	Sculptural installation made in wood for Sheep's Green to reflect history and biodiversity of the site, encourage use of the open space, that children can interact with and can be home to insects. Noticeboard/explanatory component.	Recommended. Sensible and considered project exploring an important environmental theme, supporting an organisation that works with adults with learning disabilities. Initial engagement with the community and key officers has been undertaken.
U: FAITH AND HOPE Applicant: Unison Ward: Market/citywide Grant request: £30,000 Project budget: £30,000 Expected start: Sept 2018 Expected finish: Decr 2018	Unison would like to commission a Public Art Project to explore the Suffrage Movement in Cambridge and the subsequent role of woman in politics and public life over the last 100 years. The project is to mark the 100th anniversary of Representation of the People's Act (start of women getting the vote). The project will be led by artist Emma Smith and a budget of £30,000 will allow for a scale of project the subject matter deserves. The project will be based in the Guildhall and have the Guildhall as a focus but will be	Recommended, subject to presentation to Capital Programme Board. Recommended on the basis of meeting the Council's equalities objectives and celebrating the centenary year of the women's vote. Whilst the end outcome is not yet known, this commission involves an extremely high profile and high calibre artist. Would recommend that this project engages with the applicants for project F in some way. The Public Art Officer provided advice on this application.

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
	inclusive to the whole city. The project will involve participation from Cambridge residents and tell the story of women's lives and how woman have contributed to the way Cambridge has developed since 1918 both politically and socially.	

Applications that have potential, but need further development

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
H: CHESTERTON VILLAGE SIGN Applicant: Chesterton Community Association Ward: Chesterton Grant request: £10,000 Already raised: £207 Project budget: £10,207 Expected start: August 2018 Expected finish: August 2019	The creation of a village sign for the Chesterton area. Artists not appointed and process of engagement not yet known.	Recommended subject to Public Art Team development and advice. This grant application seeks to secure off site contributions for the purpose of a Chesterton Village sign. This project will require the support and advice of the Public Art Team to assist the community group in commissioning an artist and preparing a project brief that can be delivered within 1 year.

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
M1: TRAVELLERS AND OUTSIDERS STOURBRIDGE SOUNDSCAPES ACROSS TIME Applicant: HistoryWorks Ward: Abbey/Citywide Grant request: £15,000 Project budget: £15,000 Expected start: Sept 2018 Expected finish: Sept 2019	Films, sound poems and immersive installations. Sound poem installation at the site of the Stourbridge Fair collected through participatory workshops.	Recommended subject to further development with the Public Art Team. The assessment panel would like to support this project but it needs to be reworked with the Public Art Team. The scope of the application at the moment is a bit unclear, and we would like to look at a one year project rather than two. Recommended for approval on the basis of supporting the Council's Single Equalities Charter.

Applications that are Not Eligible

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
A: PLACES OF WELLBEING PROCESS OF COLLABORATION Applicant: Addenbrooke's Arts with Queen Ediths Community Forum Ward: Queen Ediths Grant request: £14,835 Project budget: £21,535	A series of artist-led community events (some in the Queen Edith's ward and some in Addenbrooke's hospital) led by two artists working in different art forms (visual arts and poetry) designed to foster engagement between the hospital community and local residents and to result in a pair of semi-	Whilst Addenbrooke's Arts are experienced at delivering commissions, it was felt that the budget allocation was too small for the implementation of two semi-permanent outcomes as well as the engagement process. Not eligible on the basis of quality and unclear aims.

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
<p>Already raised: £6,700 Expected start: July 2018 Expected finish: Summer 2019</p>	<p>permanent public artworks - one located in Nightingale Park and one on the Addenbrooke's campus.</p>	
<p>B: COMMON GROUND Applicant: Cambridge Curiosity and Imagination Ward: Trumpington Grant request: £14,948 Already raised: some in kind support Expected start: October 2018 Expected finish: August 2019</p>	<p>Co-creation of stories and poetry culminating in an exhibition, publication and spoken word event at Clay Farm Community Centre. Volunteers collecting stories, writer and artist led workshops.</p>	<p>There were questions about the originality of the project given the format and the application in Trumpington, particularly given the existing Trumpington Voices project and the involvement of Menagerie. Whilst we agree that CCI would be a good organisation to support, this project is possibly doubling up on existing projects already there and does not offer anything sufficiently new/original to the ward.</p>
<p>C: PLASTIC WASTE ART INSTALLATION Applicant: Cambridge Eco Living Festival Ward: Market Grant request: £14,500 Already raised: In kind support Expected start: July 2018 Expected finish: November 2018</p>	<p>A new plastic debris art sculpture, comprising of thousands of pieces of plastic waste and debris collected from a combination of community non-recyclable household plastic waste heading for local landfill, and plastic debris found around the Norfolk coast. To be installed at the Museum of Zoology as part of the Cambridge Eco Living Festival</p>	<p>With a limited exhibition window, this was not publicly accessible to the same extent as other projects. In addition, whilst this is on an important environmental theme it is not one of the best examples of its kind (there are other artists working with plastic waste that produce much higher quality outcomes). There were questions about the level of Cambridge based engagement, outside of the exhibition itself - it is not as 'Cambridge' focused as</p>

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
		other projects and therefore does not meet the site context criteria as well as other bids. The other bid from Market ward meets other strategic aims.
D: MULTI SENSORY AREA Applicant: Cambridge Folk Festival Ward: Cherry Hinton Grant Request: £8,421.60 Budget total: £8,421.60 Expected Start: May 2018 Expected finish: August 2018	Multi-sensory art installation experiences in the disabled area of the festival. A series of six workshops in the lead up to the festival to design the temporary art installations.	We advised that the decision about funding will not be known until July 2018. Given this, it is unlikely that meaningful engagement could be carried out prior to the event. In addition, it was felt that the ticketed access to the festival was both restrictive and meant that the project wasn't strictly focused on a Cambridge audience. Whilst the concept is a good one, it was deemed unfeasible within budget proposed and that outcomes would not be of high enough quality to leave a lasting legacy to this festival or indeed others around the country.
F: WHAT WOMEN WANT Applicant: Cathy Dunbar Ward: City wide Grant request: £6,603 Already raised: £1,150 Expected start: May 2018 Expected finish: Feb 2019	A series of 15-20 stitched and painted banners made by women's groups in the city, through workshops and guided sessions, with an exhibition in the Museum of Cambridge.	Not eligible on feasibility, project management, originality and artistic quality. Assumes start date before the grant round decision. There are other funding routes that are more suitable for this project (through vote 100 central government, for example). A project like this is already under way so it is not

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
		meeting originality criteria and there were concerns about the costs being underestimated. Legacy criteria - uncertain as project would be dependent on the group securing exhibition space for the work. Recommended that these applicants link with applicants for U: Faith and Hope.
G: CROWDED ROOM: Applicant: Cherry Hinton Festival Society Ward: Cherry Hinton Grant Request: £11,301 Project budget: Not given Expected start: September 2018 Expected finish: Not known	Community portrait through Tim Mann's 'Crowded Room' concept. Outlines of people in the community put together with an ambition to have the final work displayed on an exterior wall of the new Cherry Hinton Library.	Not eligible on basis of quality, feasibility and project management. The proposed building is yet to be developed and as this type of project has not been done on an external wall before there are concerns that the budget proposals are therefore not realistic. The project group have submitted further information after the submission and propose to work on an internal wall. The Panel view is that this change does not elevate the conceptual integrity of the project, which could be stronger in terms of execution, originality and engagement outcome.
I: SHORT FILM Applicant: Growing Spaces Ward: City wide Grant request: £1,500	Short film about the work of Growing Spaces at sites of their voluntary work around the city.	Whilst this is a good cause and a small budget, this is a promotional film and not eligible as a public art concept or project.

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
<p>Already raised: £175 plus in kind support</p> <p>Expected start: July 2018</p> <p>Expected finish: December 2018</p>		
<p>J: GATEWAY ARCH</p> <p>Applicant: Histon Road Residents Association</p> <p>Ward: Arbury</p> <p>Grant request: £10,000</p> <p>Project budget: not sure</p> <p>Expected start: 2019</p> <p>Expected finish: 2020</p>	<p>A metal archway (similar to that at Arbury Court). Located at city boundary at the north of the city coming into Histon Road. Would like to work with the Council's project team who worked on Arbury Court.</p>	<p>Not eligible for reasons of feasibility, originality and artistic quality. Suggest this is more appropriate for consideration by other teams/area committee. Archway over the road is not feasible due to access and safety requirements and both the structure and the involvement of an artist it is not feasible for the budget proposed.</p>
<p>K: COPROLITE CHORUS</p> <p>Applicant: HistoryWorks</p> <p>Ward: Romsey/Petersfield</p> <p>Grant request: £15,000</p> <p>Project budget: £15,000</p> <p>Expected start: September 2018</p> <p>Expected finish: September 2019</p>	<p>Exploring the history of the Coprolite mines of Romsey, Petersfield and Abbey through songmaking, working with the 'Horrible Histories' writers and HistoryWorks. Lyric writing workshops, school rehearsals, and end performances.</p>	<p>Not eligible on the basis of originality and artistic quality and potentially feasibility in view of all other bids. Another song based project in a ward that has already seen a project in this format on an historic theme. Given the number of bids from HistoryWorks in this round and previous rounds, this project is not recommended on the basis of equitability.</p>
<p>L: TRADES OF ROMSEY AND PETERSFIELD</p>	<p>Exploring the trades of the early residents of Petersfield and</p>	<p>Not eligible on the basis of originality and artistic quality. Another trail based history</p>

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
<p>Applicant: HistoryWorks Ward: Romsey/Petersfield Grant request: £15,000 Project budget: £15,000 Expected start: September 2018 Expected finish: September 2019</p>	<p>Romsey - research mapping, guided history walks, culminating in a digital geocache trail, photographic exhibition by Martin Bond</p>	<p>project in a ward that has already seen a project in this format on an historic theme. Given the number of bids from HistoryWorks in this round and previous rounds, this project is not recommended on the basis of equitability.</p>
<p>M2: TRAVELLERS AND OUTSIDERS MAKING AND MODELLING IN A LANDSCAPE Applicant: HistoryWorks Ward: Abbey/Citywide Grant request: £15,000 Project budget: £15,000 Expected start: September 2018 Expected finish: December 2020</p>	<p>Making and modelling workshops outside and in cultural spaces across the city on the theme of travellers and outsiders.</p>	<p>It is proposed that a one year project on this theme is agreed with HistoryWorks using S106 funding (see proposal M1). It is hoped that if the project is successful it would be able to seek additional support from other funders to support second year outcomes or meet the scope of this phase of the project.</p>
<p>N: REFLECTION CLOUD Applicant: Ian Lambert and David Skillicorn Ward: Citywide Grant request: £15,000 Project budget: £15,000</p>	<p>Sculptural installation in the form of a swing, which can be moved to different parks. Moving the swing to different parks would encourage use of the city's open spaces.</p>	<p>Not eligible as it does not support best practice in ensuring artist's remuneration and feasibility. The application is from individual artist rather than organisation and mentions that the artists are not taking a fee, but would use the money for</p>

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
<p>Expected start: July 2018 Expected finish: Autumn 2019</p>		<p>the fabrication and installation only. The Panel believe that the proposal has not taken into account some of the practical delivery elements and the budget is not feasible given public safety requirements and the costs of moveable installation combined with no artist remuneration.</p>
<p>P: COTON CORNER Applicant: Newnham Residents Association Ward: Newnham Grant request: £15,000 Project budget: TBC Already raised: £0 Expected start: July 2018 Expected finish: December 2019</p>	<p>Commissioning of an artist create a feature for the corner of the Coton footpath, intersection with Wilberforce Rd and Adams Rd. The community association are looking for a sculpture or embedded feature to improve the area.</p>	<p>There is clearly a community need and aspiration for improvements at this location, which should be considered by the Council; however, it is not clear how the proposals sit in relation to forthcoming redevelopment or redesign of the Highway and how the proposal strictly meets public art criteria. There is not enough information in the application to know if this is feasible and how the commissioning process would work. May be more appropriate for Environmental Improvement rather than public art. There is a seeming need to 'make the project fit' the art criteria, rather than be a suitable artist-led project in its own right. Taken in view of both bids from Newnham, the other project (see project T) is stronger in meeting our objectives for the funding. Officers provided advice about</p>

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
		ascertaining land ownership before applying and that the application should be artist led.
R: NUN'S WAY PAVILION MURAL Applicant: Sa'adiah and Samirah Khan Ward: Kings Hedges Grant request: £15,000 Project budget: £25,378 Already raised: £0 Expected start: September 2018 Expected finish: April 2019	Murals on the exterior walls of Nuns Way Pavilion (this application is from the artists who worked on the Chesterton Mural). Workshop process for engaging local people in the development of designs.	Not eligible on the basis of feasibility (concerns about budget level and lack of other funding and long term plans for the building). Not recommended on the basis of artistic quality criteria particularly on uncertainty about the engagement process how it shapes the design concept. It is a less publicly accessible site than the Chesterton project and there are questions about the longevity of the work. Advice provided by Public Art team about ensuring building permission, planning regulations and that the application should come from an organisation rather than an individual.
S: SPHERES OF INFLUENCE Applicant: Oblique Arts Ward: Trumpington, Romsey, Abbey Grant request: £14,113 Project budget: £14,113 Already raised: in kind support	The pop up 'Spheres of Influence' installation will comprise of growing room spheres, constructed in wood and housed with vegetables, salads and edible flowers, grown by the community and for the community, and	Not eligible on the basis of feasibility, project management, and artistic quality. Many aspects of this bid seemed unclear; proposes starting ahead of grant decisions, too much activity for the scope of the budget, plus conflicting information about number of workshops/activities.

Grant Proposal	Summary of Proposal	Summary of Assessment and Notes
<p>Expected start: June 2018 Expected finish: January 2019</p>	<p>spheres that are transparent and will contain moving and still images of the artwork made by the community around the theme of 'edible art'. During the autumn, these 3D transparent spheres will have videos projected into them which will show compositions of the material made by the community groups, edited and curated by artists.</p>	<p>The readymade IKEA growing sphere indicates this as more of a community environmental project than a high quality public art outcome, with an element of a previous project (Bright Lights of CB4) tacked on.</p>

Appendix 2

Comments received from Councillors on public art grant applications

Councillor Gillespie (Market ward) has contacted officers to express support for:

- Proposal C (Plastic waste art installation at the Eco-Living Festival)
- Proposal I (Growing spaces short film)¹
- Proposal U (Faith and Hope).

Councillor Dryden (Cherry Hinton ward) has contacted officers to express support for:

- Proposal G (Crowded Room).

1. Councillor Gillespie has declared a non-pecuniary interest in knowing the Transition Cambridge team and the artist that would be involved in the project.

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FIXED PENALTY NOTICES (FPNs) FOR LITTERING

To:

Councillor Anna Smith, Executive Councillor for Streets and Open Spaces
Environment & Community Scrutiny Committee [28/06/2018]

Report by:

Joel Carré, Head of Environmental Services
Tel: 01223 - 458201 Email: joel.carre@cambridge.gov.uk

Wards affected:

Abbey, Arbury, Castle, Cherry Hinton, Coleridge, East Chesterton, King's
Hedges, Market, Newnham, Petersfield, Queen Edith's, Romsey,
Trumpington, West Chesterton

Key Decision

1. Executive Summary

The purpose of this report is:

- a) To inform the Executive Councillor and Scrutiny Committee Members of the new powers for littering from a motor vehicle that came into force on the 1st April 2018 under The Environmental Offences (Fixed Penalties) (England) Regulations 2017 ("The Regulations"), which amend sections 34A(12), 47ZB(4)(5), and 73A(2)(b) (3) & (8) of the Environmental Protection Act 1990; and The Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018.
- b) To seek authority to revise the current fixed penalty amount for littering to the new legal maximum FPN level of £150 for all littering offences and to give a discount of £90 (i.e. discounted fine value of £60) for early payment provided payment is made within 10 days of the date the FPN was issued.

2. Recommendations

The Executive Councillor is recommended to:

- a) Delegate authority to the Head of Environmental Services to introduce the new powers and to authorise the appropriate officers to issue fixed penalty notices (FPNs) under The Environmental Protection Act 1990

and The Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018

- b) Adopt the new legal maximum FPN level of £150 for littering offences and to give discount for early payment of £90 (i.e. discounted fine value of £60) provided payment is made within 10 days of the date the FPN was issued.

3. Background

3.1 Since 2015, public realm enforcement officers (6 FTE) have issued 960 FPNs for littering, with the vast majority of these being for smoking related litter; and a further 168 fixed penalty notices for trade waste and domestic waste issues.

3.1.1 In June 2016, FPNs were introduced by the City Council, as an alternative to prosecution, for small scale flytipping (ie. anything more than 2 black bags and up to 20 black bags or the equivalent in volume). To date, 80 FPNs have since been issued as an alternative to prosecution. If the FPN goes unpaid, the offender is then prosecuted for the original offence of flytipping. In introducing FPNs for small scale flytipping, the Council adopted the upper limit level of £400 and to give discount of £240 for payment within ten days.

Introduction of New Legislation.

3.1.2 On the 1st April, 2018, the Environmental Offences (Fixed Penalties) (England) Regulations 2017 (hereafter referred to as “the Regulations”) came into effect. This change in legislation gave local authorities the ability to raise FPNs, from the current maximum level of £80, to a new maximum of £150 , with a reduction for early payment. This again is subject to the discretion of the local authority. The change in legislation only applies to Fixed Penalties issued for littering in the street/public spaces, and the new Civil Penalties issued for littering from a motor vehicle on the Public Highway. In accordance with the City Council’s June, 2016, decision to adopt the FPN upper limit level for small scale fly tipping, it is proposed that the City Council also adopt the upper limit charge level of £150 for littering offences

3.1.3 Alongside the aforementioned legislation relating to changes in the level of FPN charges for Littering. The Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018 gives local authorities the ability to issue civil penalty notices to the registered keeper of a vehicle from which litter has been thrown. Non-payment of fines will be pursued via the County Court.

3.2 Littering is a significant problem to local communities and a risk to the quality of the environment. Having to manage littering of the public realm is an unnecessary additional cost to local authorities and the tax payer; and at a time of significant public sector budget pressure. Since the LEQSE (The Local Environmental Quality Survey of England 2014/15) was launched by Keep Britain Tidy, smoking-related materials have consistently appeared as the most littered items in the UK. In 2010/11, the issue reached a decade-high of 83% of sites inspected rising to 99% of sites inspected for certain land uses (main retail and commercial sites). The biggest change in relation to smoking in the past decade was the introduction of the indoor smoking ban in 2007. Following the smoking ban there was an initial drop in the occurrences of smokers' materials, however, smoking related litter then increased reaching a decade-high in 2010/11. This links with circumstantial evidence from local authorities that suggests smoking related litter problems have increased around the exterior of pubs, clubs and restaurants. Prior to the introduction of The Regulations and subsequent FPN powers, the option for dealing with litter from a motor vehicle was limited to a FPN, if it was possible to identify the person responsible.

3.3 Cleaning up streets and countryside currently costs the UK taxpayer around £690 million pounds a year. The annual cost to Cambridge City Council of investigating, bringing prosecutions, clearance and disposal of public realm litter is in the region of £90K per year.

3.4 The recent changes in legislation, which came into effect April 2018, provide local authorities with a more efficient and proportionate response to litter from a motor vehicle, ie. the power to issue FPNs to the registered keeper of the vehicle directly. Prior to the change in legislation, officers had to ascertain who was driving the vehicle at the time of the littering offence. This was carried out via a "request for Information", which was sent to the registered keeper of the vehicle, and asks whether the registered keeper was driving the vehicle at the time of the offence. If they weren't driving, they were requested to supply the details of the person who was driving at the time of the offence.

3.5 The intention is that the level (£150) of the new fixed penalty will act as a deterrent to people littering in the streets and on open spaces; and that local authorities, using them, will see a decrease in the number of littering incidents and the number of prosecutions for littering.

3.6 FPN's are an effective and visible way of dealing with low level environmental crime and will be supported by the public provided they are used sensibly, enforced fairly and are seen as a reasonable response to genuine problems.

3.7 The Council already has the authority to use FPNs as an alternative to prosecutions when dealing with environmental crimes including litter, dog fouling, small-scale fly tipping, illegal advertising and abandoned vehicles. These FPNs are issued by authorised officers within the public realm enforcement team of Streets and Open Spaces, in accordance with the council's Corporate Enforcement Policy. These authorised officers will be responsible for enforcing The Regulations, including issuing the increased penalty level of litter FPNs and the new penalties for littering from a motor vehicle.

3.8 In accordance with the Environmental Protection Act 1990 and The Regulations, the income received from civil penalties for littering from a motor vehicle can only be spent on functions relating to litter and refuse (including keeping land & highways clear of litter and refuse, and enforcement against littering from motor vehicles), graffiti and fly-posting, controlling and enforcing against the unauthorised distribution of free literature. It is not to be used as a means of generating income for other uses.

3.9 In determining the appropriate levels of a fixed penalty for littering, the Council needs to take into account the deterrent effect of different levels, peoples' readiness to pay and the levels of fines for littering currently imposed in the magistrates' courts. Fixed penalties that are set too high for local conditions, or are likely to be higher than the Court imposed fine in the event of non-payment, will lead to substantial non-payment rates and so are counter-productive. Although the proposed upper limit of the FPN fine increase has risen to £150, the lower level for early payment has only risen by £10 to £60, which is a reduction of £90 for early payment (within 10 days from date of offence). This is to take into account that Cambridge has a high student population, along with a high number of people employed in service industries i.e. shop/officer workers, university employees and the higher than average cost of living associated with living in Cambridge.

3.10 There is a set legal standard payment period of 14 days for the payment of fixed penalties. Once a FPN has been issued, an authority cannot prosecute for the alleged offence if the fixed penalty is paid within this period, and this must be stated on the notice itself. For this reason, the period during which a discount for early payment is offered must be less than 14 days, and in line with the Regulations, cannot be more than 10 days. Again, this is consistent with the standards set by other local authorities and the approach already in place in Cambridge City for other public realm environmental crime FPNs.

3.11 The increased penalty level of litter FPNs and the new penalties for

litter will not be appropriate for repeat offenders, for those who are non-compliant or those who do not wish to be issued a FPN. These types of offences will continue to be enforced on a case by case basis and if appropriate, prosecuted in line with the Council's Corporate Enforcement Policy.

3.12 The Council's new powers for littering from a motor vehicle will be used as part of the package of enforcement options available in accordance with the council's Corporate Enforcement Policy.

3.13 Fixed penalty notice (FPN)

The council may give a FPN to a person who is the keeper of a vehicle if the condition in paragraph (3) is met (In these Regulations, a "litter authority" means—

- (a) district council in England;
- (b) county council in England for an area for which there is no district council;
- (c) the Council of the Isles of Scilly.

A penalty notice is a written notice requiring the person to pay a fixed penalty (see regulation 6). 6.—(1) The amount of a fixed penalty is the amount specified by the litter authority under section 88(6A)(a) of the EPA 1990 (which relates to fixed penalty notices for leaving litter)(1).

The condition is that the council has reason to believe that a littering offence has been committed in respect of the vehicle

3.14 Recovery of unpaid amounts

This regulation applies where the council has given a person a FPN and the person has not paid it in full within the fixed penalty payment period.

The council may recover any unpaid amount of the fixed penalty (being the increased amount referred to in regulation 6(3) and any related costs awarded by an adjudicator—

- (a) as a civil debt, or
- (b) as if payable under a county court order, if the county court so orders

- (c) The council's legal department would bring a civil action case against the person for the original offence of littering from a motor vehicle.

3.15 Fixed Penalty Appeals

If the registered keeper of the vehicle feels they are not liable, they can make representations to the council. If these are rejected, they can appeal to an independent traffic adjudicator (same process/people for appealing parking tickets not associated with the council). Any such representations would be considered in line with the council's Corporate Enforcement Policy.

3.16 Financial Implications

In accordance with Environmental Protection Act 1990, to improve public realm cleanliness and environmental crime enforcement services. FPN receipts received by the council will be used for the purpose of exercising functions as set out in the Clean Neighbourhoods and Environment Act 2005. For the purposes of this section the "qualifying functions" of an authority are—

- (a) its functions under Part 4 of the Environmental Protection Act 1990;
- (b) its functions under section 43 of the Anti-social Behaviour Act 2003;
- (c) its functions under Chapter 1 of Part 6 above; and
- (d) such other of its functions as may be specified in regulations made by the appropriate person.

4.0 Staffing Implications

The introduction and issuing of the increased penalty level of litter FPNs and the new litter from motor vehicle penalties will be achieved within existing resources.

4.1 Equality and Poverty Implications

An EQIA has been completed please see attached appendix A.

The impact on businesses, charities or voluntary bodies is expected to be positive, as these proposals should act as a deterrent to litterers and help encourage the responsible disposal of litter.

(a) Environmental Implications

There are no adverse environmental implications. The introduction of increased penalty level of litter FPNs and the new penalties for litter from a motor vehicle will deliver a net positive climate change impact, through the reduction in litter and associated additional vehicle movements required to clear and dispose of it. A reduction in litter will also deliver an increase in the quality of the local environment, a reduction in associated environmental pollution and contamination and associated improvements in public perception, health, civic pride and inward investment.

(b) Procurement Implications

No procurement is necessary for the introduction of increased penalty level of litter FPNs and the new penalties litter from a motor vehicle. Any procurement involved in delivering the associated enforcement service will be undertaken in accordance with the procurement and financial regulations of the council.

(c) Community Safety Implications

There are no adverse community safety implications.

5. Consultation and communication considerations

FPNs are an accepted means of discharging liability to deal with small-scale environmental crime and have been used by the council, in accordance with national legislation and corporate policy, for more than ten years.

The extension of the scope of environmental crime for which FPNs can be issued to increased level of litter FPNs and the new penalties for litter from a motor vehicle is allowed through The Environmental Offences (Fixed Penalties) (England) Regulations 2017, which amend sections 34A(12), 47ZB(4)(5), and 73A(2)(b) (3) & (8) of the Environmental Protection Act 1990, and The Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018 section 88A of the Environmental Protection Act 1990 (EPA). As the proposed FPN level changes are made in accordance with legislation, no consultation is considered necessary.

The introduction of the new legislation and adopted penalty changes will be advertised to the wider city community through news releases, social and web media and inclusion in future littering campaigns.

The departments and officers who will be responsible for the delivery of this enforcement procedure have been consulted.

6. Background papers

Background papers used in the preparation of this report:

These background papers were used in the preparation of this report:

- Council's Corporate Enforcement Policy - <https://www.cambridge.gov.uk/content/enforcement-policy>
- Council Constitution - <https://www.cambridge.gov.uk/constitution>
- The Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016
- The Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018
- The Environmental Offences (Fixed Penalties) (England) Regulations 2017
- Keep Britain Tidy LEQSE report, http://www.keepbritaintidy.org/sites/default/files/resources/KBT_How_Clean_Is_England_LEQSE_Report_2015.pdf
- <https://www.gov.uk/government/publications/litter-and-littering-in-england-2016-to-2017/litter-and-littering-in-england-2016-to-2017>

7. Appendices

Appendix A: EqlA

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact Nicholas Kester, Public Realm Enforcement Officer, tel: 01223 - 457095, email: nicholas.kester@cambridge.gov.uk.

Cambridge City Council Equality Impact Assessment (EqIA)



Please fill this out on the computer as a Word document or complete the form on SurveyMonkey – find the link on the Intranet.

This tool helps the Council ensure that we fulfil legal obligations of the [Public Sector Equality Duty](#) to have due regard to the need to –

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Guidance on how to complete this tool can be found on the Cambridge City Council intranet. For specific questions on the tool email Helen Crowther, Equality and Anti-Poverty Officer at equalities@cambridge.gov.uk or phone 01223 457046. Once you have drafted the EqIA please send this to equalities@cambridge.gov.uk for checking. For advice on consulting on equality impacts, please contact Graham Saint, Strategy Officer, (graham.saint@cambridge.gov.uk or 01223 457044).

1. Title of strategy, policy, plan, project, contract or major change to your service:
<p>FIXED PENALTY NOTICES (FPNs)</p> <p>FOR LITTERING</p>
2. Webpage link to full details of the strategy, policy, plan, project, contract or major change to your service (if available)
N/A
3. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?
<p>Increase in level of fixed penalty notices following change in legislation.</p> <p>New 2018 Regulations amend sections 34A (12), 47ZB (4) (5), and 73A (2) (b) (3) & (8) of the Environmental Protection Act 1990, to give new powers to local authorities to deal with littering. The Regulations also provide local authorities with a more efficient and proportionate response to litter from a motor vehicle, i.e. the power to issue Fixed Penalty Notices (FPNs) to the registered keeper of the vehicle directly.</p> <p>We plan to adopt the new legal maximum FPN level of £150 for all littering offences and to give discount for early payment of £90 (i.e. discounted fine value of £60) provided payment is made within 10 days of the date the FPN was issued. Current Fixed penalty for littering is £75, discounted to £50 if paid within 10 days from date of issue.</p> <p>In accordance with the Environmental Protection Act 1990 and new Regulations, the income received by local authorities from FPN's has to be spent on functions relating to litter, dog fouling and cleansing.</p>
4. Responsible Service
Environmental Services (Streets and Open Spaces/Public Realm Enforcement)

<p>5. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)</p> <p><input checked="" type="checkbox"/> Residents of Cambridge City</p> <p><input checked="" type="checkbox"/> Visitors to Cambridge City</p> <p><input checked="" type="checkbox"/> Staff</p> <p>Please state any specific client group or groups (e.g. City Council tenants, tourists, people who work in the city but do not live here):</p>
<p>6. What type of strategy, policy, plan, project, contract or major change to your service is this? (Please tick)</p> <p><input type="checkbox"/> New</p> <p><input checked="" type="checkbox"/> Major change</p> <p><input type="checkbox"/> Minor change</p>
<p>7. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service? (Please tick)</p> <p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes (Please provide details):</p>
<p>8. Has the report on your strategy, policy, plan, project, contract or major change to your service gone to Committee? If so, which one?</p> <p>Councillor Anna Smith, Executive Councillor for Streets and Open Spaces</p>
<p>9. What research methods/ evidence have you used in order to identify equality impacts of your strategy, policy, plan, project, contract or major change to your service?</p> <p>Keep Britain Tidy, Local Quality Survey</p>
<p>10. Potential impacts</p> <p>For each category below, please explain if the strategy, policy, plan, project, contract or major change to your service could have a positive/ negative impact or no impact. Where an impact has been identified, please explain what it is. Consider impacts on service users, visitors and staff members separately.</p>

(a) Age - Any group of people of a particular age (e.g. 32 year-olds) , or within a particular age range (e.g. 16-24 year-olds) – in particular, please consider any safeguarding issues for children and vulnerable adults

Not applicable

(b) Disability - A person has a disability if she or he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities

Not applicable

(c) Sex – A man or a woman.

Not applicable

(d) Transgender – A person who does not identify with the gender they were assigned to at birth (includes gender reassignment that is the process of transitioning from one gender to another)

Not applicable

(e) Pregnancy and maternity

Not applicable

(f) Marriage and civil partnership

Not applicable

(g) Race - The protected characteristic 'race' refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.

Not applicable

(h) Religion or belief

Not applicable

(i) Sexual orientation

Not applicable

(j) Other factors that may lead to inequality – in particular – please consider the impact of any changes on low income groups or those experiencing the impacts of poverty

This could have a negative impact related to poverty as the amount to pay for a FPN will be increased. However, the offender currently has 14 days with which to pay the fixed penalty, and this may be extended in cases of extreme hardship on the advice/authority of the Community Engagement and Enforcement Operations Manager

11. Action plan – New equality impacts will be identified in different stages throughout the planning and implementation stages of changes to your strategy, policy, plan, project, contract or major change to your service. How will you monitor these going forward? Also, how will you ensure that any potential negative impacts of the changes will be mitigated? (Please include dates where possible for when you will update this EqlA accordingly.)

Offender currently has 14 days with which to pay the fixed penalty, this may be extended in cases of extreme hardship on the advice/authority of the Community Engagement and Enforcement Operations Manager

12. Do you have any additional comments?

The impact on businesses, charities or voluntary bodies is expected to be positive, as these proposals should act as a deterrent to litterers and help encourage the responsible disposal of litter. Communities of all protected characteristics should benefit as well if littering decreases.

13. Sign off

Name and job title of lead officer for this equality impact assessment:

Nicholas Kester

Enforcement Team Manager

Names and job titles of other assessment team members and people consulted:

Date of EqlA sign off:

Date of next review of the equalities impact assessment:

Sent to Helen Crowther, Equality and Anti-Poverty Officer?

☒ Yes

☐ No

Date to be published on Cambridge City Council website (if known):

Item

Environment and Community Scrutiny Committee

2017/18 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Communities Portfolio

To:

Councillor Johnson, Executive Councillor for Communities

Report by:

Chief Executive, Strategic Directors, Head of Finance

Date:

28 June 2018

Wards affected:

(All) Abbey, Arbury, Castle, Cherry Hinton, Coleridge, East Chesterton, King's Hedges, Market, Newnham, Petersfield, Queen Edith's, Romsey, Trumpington, West Chesterton

Key Decision

1. Executive Summary

1.1 This report presents, for the Communities Portfolio :

- a) A summary of actual income and expenditure compared to the final budget for 2017/18 (outturn position)
- b) Revenue and capital budget variances with explanations
- c) Specific requests to carry forward funding available from budget underspends into 2018/19.

2. Recommendations

Members of the Scrutiny Committee are asked to consider and make known their views on the following proposals for consideration by the Executive Councillor for Finance and Resources at the Strategy and Resources Scrutiny Committee on 2 July 2018:

- a) Carry forward requests of £496k capital resources from 2017/18 to 2018/19 to fund rephased net capital spending, as detailed in Appendix D.
- b) Allocation of an additional £100,000 from General Fund reserves to be made available for the Community Grants budget in 2019/20 to help fund projects delivered by the voluntary and community sector which will reduce poverty.

3. Background

Revenue Outturn

- 3.1 The overall revenue budget outturn position for the Communities Portfolio is given in the table below. Detail, by service grouping, is presented in **Appendix A**.

2016/17 £'000	Communities Portfolio Revenue Summary	2017/18 £'000	% Final Budget
7,548	Original Budget	7,349	98.3
60	Adjustment – Prior Year Carry Forwards	21	0.3
(42)	Adjustment – Service Restructure Costs	-	-
0	Adjustment – Earmarked Reserves	133	1.7
(188)	Adjustment – Capital Charges	13	0.2
0	Adjustment – Central & Support reallocations	-	-
0	Other Adjustments	(39)	(0.5)
7,378	Final Budget	7,477	100.0
7,228	Outturn	7,494	100.2
(150)	(Under) / Overspend for the year	18	0.2
21	Carry Forward Requests	0	-
(129)	Resulting Variance	18	0.2

- 3.2 **Appendix A** shows original and final budgets for the year (with the movements summarised in the above table) and compares the final budget with the outturn position for this Portfolio for 2017/18. The original revenue budget for 2017/18 was approved by the Executive Councillor for Communities on 17 January 2017.
- 3.3 **Appendix B** provides explanations of the main variances.
- 3.4 **Appendix C** lists revenue carry forward requests.

Capital Outturn

- 3.5 The overall capital budget outturn position for the Communities Portfolio is given in the table below. **Appendix D** shows the outturn position by scheme and programme with explanations of variances.

2016/17 £'000	Communities Portfolio Capital Summary	2017/18 £'000	% Final Budget
732	Final Budget	803	100.0
675	Outturn	334	41.6
(57)	Variation - (Under)/Overspend for the year	(469)	58.4
74	Rephasing Requests	496	61.8
17	Variance	27	3.4

- 3.6 The majority of the rephasing relates to grants to external schemes with various reasons for delays including procurement, discovery of asbestos and community use agreement negotiations.

4. Implications

- 4.1 The net variance from the final budget (see above), would result in an increased use of General Fund reserves of £18k, with no carry forward requests.

- 4.2 A decision not to approve a carry forward request may impact on officers' ability to deliver the service or scheme in question and this could have financial, staffing, equality and poverty, environmental, procurement or community safety implications.

(a) Financial Implications

Any financial implications are included in the Appendices.

(b) Staffing Implications

Any staffing implications are included in the Appendices.

(c) Equality and Poverty Implications

Any equality or poverty implications are included in the Appendices.

(d) Environmental Implications

Any environmental implications are included in the Appendices.

(e) Procurement Implications

Any procurement implications are included in the Appendices.

(f) Community Safety Implications

Any Community Safety Implications are included in the Appendices.

5. Consultation and communication considerations

Public consultations are undertaken throughout the year and can be seen at:

cambridge.gov.uk/current-consultations

6. Background papers

These background papers were used in the preparation of this report:

- Closedown Working Files 2017/18
- Directors' Variance Explanations – March 2018
- Budgetary Control Reports to 31 March 2018
- Capital Monitoring Reports – March 2018

7. Appendices

The following items, where applicable, are included for discussion:

Appendix	Proposal Type	Included
A	Revenue Summary for this portfolio	✓
B	Revenue Major Variances for this portfolio	✓
C	Carry Forward Requests for this portfolio	✓
D	Capital Summary for this portfolio	✓

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Authors' Names: John Harvey
Authors' Phone Numbers: 01223 - 458143
Authors' Emails: john.harvey@cambridge.gov.uk

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Communities Portfolio / Environment and Community Scrutiny Committee
Revenue Budget 2017/18 - Outturn

Service Grouping	Original Budget £	Final Budget £	Outturn £	Variation Increase / (Decrease) £	Carry Forward Requests - see Appendix C £	Net Variance £
Community Services						
Children and Youth	562,470	571,540	590,255	18,715		18,715
Community Centres	845,940	854,810	698,924	(155,886)		(155,886)
Community Services Admin	485,370	527,970	500,294	(27,676)		(27,676)
Cultural and Community	1,118,150	1,151,510	1,419,284	267,774		267,774
Grants	1,118,080	1,118,080	1,116,052	(2,028)		(2,028)
Neighbourhood Community Development	478,550	521,960	499,988	(21,972)		(21,972)
Sport & Recreation	2,684,780	2,675,080	2,613,916	(61,164)		(61,164)
	7,293,340	7,420,950	7,438,713	17,763	0	17,763
Environmental Services - Streets and Open Spaces						
Green Fingers (previously Employment Foundation)	55,630	55,630	55,630	0		0
	55,630	55,630	55,630	0	0	0
Total Net Budget	7,348,970	7,476,580	7,494,343	17,763	0	17,763

Changes between original and final budgets may be made to reflect:

- portfolio and departmental restructuring
- approved budget carry forwards from the previous financial year
- technical adjustments, including changes to the capital accounting regime
- virements approved under the Council's constitution
- additional external revenue funding not originally budgeted

and are detailed and approved:

- in the January committee cycle (as part of the Budget-Setting Report, BSR)
- in the June/July committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium-Term Financial Strategy, MTFS)
- via technical adjustments/virements throughout the year

Communities Portfolio / Environment and Community Scrutiny Committee

Revenue Budget 2017/18 - Major Variances
from Final Revenue Budgets

Service Grouping	Reason for Variance	Amount £	Contact
Community Centres	<p>£27k The Meadows: Non essential maintenance works have been put on hold due to the Community Facilities Review. We have also managed to achieve more income from room hire than anticipated.</p> <p>£101k Clay Farm: revenue spend up until 14.2.18 (handover) has been met from contractual compensation arising from construction delays - resulting in an anticipated underspend.</p> <p>£28k net overachievement of income at other centres</p>	(155,886)	Sally Roden
Community Services Admin	There has been a planned underspend against our facilities maintenance code in order to offset some of the additional costs relating to the Cambridge Live contract.	(27,676)	Cathy Heath
Cultural and Community	<p>There have been a range of additional costs in respect of the Corn Exchange or Cambridge Live contract, which can be itemised as follows:</p> <p>a) Maintenance (landlord responsibility) £44,000</p> <p>b) City Events - agreed additional costs due to new HSE guidance £48,000</p> <p>c) Funding agreed for legal advice in lieu of Retained Services Agreement (RSA) £5,000</p> <p>d) Funding agreed for financial support in lieu of RSA £5,000</p> <p>e) Business plan advice to the Council £30,000</p> <p>f) CL set up costs - loan provision £124,760</p>	267,774	Jane Wilson
Sport & Recreation	<p>The main underspends on the Leisure Management / Contract are due to:</p> <p>a) £8k Contract Variations – This is a sum allocated for any variation to the leisure contract from utility bill increases to major plant failure. This year we have managed a planned underspend to support additional costs relating to the Cambridge Live contract.</p> <p>b) £19k Discretionary Rate Relief: The pools have been revalued for Rates and they have come down and hence the under spend now showing against the DRR allocation within the budget based on previous years' DRR payments.</p> <p>c) £37k Contract Sums – The discrepancy has arrived from the compounded annual inflation added to the contract budget sum over the last 5 years. It is the difference from the CPI inflation rate that the contract sum is actually inflated by. The contract sum is inflated by September's CPI rate and over the previous three years this has been very low - hence the gap between the actual and budget allocation. This gap will close quite quickly if the CPI for September continues to exceed the 2.25% used to inflate the Council budget - this year CPI was 2.8% in Sept 2017.</p>	(61,164)	Ian Ross
Other	Grants, Children and Youth, Neighbourhood Community Development	(5,285)	-
Total		17,763	

**Communities Portfolio / Environment and Community Scrutiny
Committee****Revenue Budget 2017/18 - Carry Forward Requests****Request to Carry Forward Budgets from 2017/18 into 2018/19**

Item	Reason for Carry Forward Request	Amount £	Contact
	No carry forwards are requested for this portfolio		
	Total Carry Forward Requests for Communities Portfolio		

Communities Portfolio / Environment and Community Scrutiny Committee

Capital Budget 2017/18 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2017/18	Final Budget 2017/18	Outturn	Variance - Outturn compared to Final Budget	Rephase Spend	Over / (Under) Spend	Variance Explanation / Comments
UD034j - 100029	[Part A] Pavilion facilities at Jesus Green (S106)	I Ross	0	0	0	0	0	0	Ongoing - scoping works - Committee report coming in June 2018 to get direction of investment and secure feasibility study funds.
PR031g - (100039)	Milton Rd Library Community Meeting Space (S106)	J Hanson	50	50	0	(50)	50	0	Project delayed due to discovery of asbestos. Completion not expected until 2019.
PR032g - 100041	Cherry Hinton Rec Ground pavilion refurb. (S106)	I Ross	5	5	42	37	0	37	Project completed.
PR034p - 100053	Cambridge 99 Rowing Club: grant for kitchen facilities (S106)	I Ross	5	5	5	0	0	0	Project completed.
PR034n - 100062	Cambridge Gymnastics Academy: grant for warehouse conversion	I Ross	65	65	0	(65)	65	0	School and Camb Gymnastics club have taken 2 years to agree the lease. This feeds into the community Agreement which when signed releases the funds. Work is now ongoing to be able to sign Community Use Agreement in May/June 18
PR034r - 100064	Cambridge Rugby Club: grant for new changing rooms (S106)	I Ross	200	200	200	0	0	0	Project completed - Works still ongoing at the Club for some aspects of their wider development but facilities now open for public use
PR041a - 100090	Grant for refurbishment of Memorial Hall and church Hall (S106)	J Hanson	150	150	0	(150)	150	0	Contractor now appointed after some delay - works to commence on 21st May '18 with a completion date of 29th September '18
PR031n - 100069	Grant for 4 tennis courts at North Cambridge Academy (S106)	I Ross	125	125	0	(125)	125	0	Community Use Agreement currently being finalised and when signed will release the funds to the Academy. Expected in June 2018
PR031j - 100103	Tennis court upgrade on Lammas Land (S106)	I Ross	45	45	39	(6)	0	(6)	Project completed - Project delivered under budget mainly due to being able to use an existing stock of cycle racks.
PR041b - 100108	Grant to Cambridge Gymnastics Academy for trampoline and foam pit in gym (S106)	I Ross	75	75	0	(75)	75	0	School and Camb Gymnastics club have taken 2 years to agree the lease. This feeds into the community Agreement which when signed releases the funds. Work is now ongoing to be able to sign Community Use Agreement in May/June 18
PR032l - 100113	Grant to improve community facilities at Lutheran Church on Shaftesbury Road (S106)	J Hanson	10	10	10	0	0	0	Project completed April 2017.
PR041d - 100119	Grant to Camrowers and CRA Boathouse (S106)	I Ross	9	9	9	0	0	0	Project completed - Centre open and funds paid
PR033 - 100128	Improvements to Histon Road Rec Ground football area (S106)	I Ross	31	31	0	(31)	31	0	Procurement for works completed and final sign off from Area Committee Chairs and Spokes due on 08/05/2018 for release of Area funds and Approval for commencement of works.
SC630 - 100134	Abbey Pools solar thermal upgrade	I Ross	33	33	29	(4)	0	(4)	Project completed - came in under budget
Total Projects			803	803	334	(469)	496	27	
Total for Communities Portfolio			803	803	334	(469)	496	27	

Changes between original and final budgets may be made to reflect:

- rephased capital spend from the previous financial year
- rephased capital spend into future financial periods
- approval of new capital programmes and projects

and are detailed and approved:

- in the June/July committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium-Term Financial Strategy, MTFs)
- in the January committee cycle (as part of the Budget-Setting Report, BSR)
- via technical adjustments/virements throughout the year

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Item

ANTI-POVERTY STRATEGY ANNUAL REPORT 2017/18

To:

Councillor Richard Johnson, Executive Councillor for Communities
Community and Environment Scrutiny Committee [28/06/2018]

Report by:

DAVID KIDSTON, STRATEGY AND PARTNERSHIPS MANAGER

Tel: 01223 - 457043 Email: david.kidston@cambridge.gov.uk

Wards affected:

Abbey, Arbury, Castle, Cherry Hinton, Coleridge, East Chesterton, King's Hedges, Market, Newnham, Petersfield, Queen Edith's, Romsey, Trumpington, West Chesterton

Not a Key Decision

1. Executive Summary

- 1.1 The Council produced a revised and updated Anti-Poverty Strategy for the period from April 2017 to March 2020. The Council's Anti-Poverty Strategy aims to: improve the standard of living and daily lives of those residents in Cambridge who are currently experiencing poverty; and to help alleviate issues that can lead households on low incomes to experience financial pressures.
- 1.2 The revised Anti-Poverty Strategy sets out 5 key objectives and 57 associated actions to reduce poverty in Cambridge over the next three years. This report provides an update on progress in delivering key actions identified for 2017/18, with a particular focus on new areas of activity introduced in the strategy.

2. Recommendations

2.1 The Executive Councillor is recommended to:

- a. Note the progress in delivering actions to reduce poverty in Cambridge during 2017/18
- b. Approve the inclusion of an additional action relating to Cambridge Northern Fringe East, set out at 5.2 in this report, in the Anti-Poverty Strategy action plan for 2017-2020

3. Background

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- 3.1 The Council produced a revised and updated Anti-Poverty Strategy for the period from April 2017 to March 2020. The revised strategy was approved by the Executive Councillor for Communities on 10 October 2017. The Council's revised Anti-Poverty Strategy aims to: improve the standard of living and daily lives of those residents in Cambridge who are currently experiencing poverty; and to help alleviate issues that can lead households on low incomes to experience financial pressures.
- 3.2 The revised Anti-Poverty Strategy sets out 5 key objectives for the Council's work to reduce poverty over the next three years and 57 associated actions. The key objectives are:
 1. Helping people on low incomes to maximise their income and minimise their costs
 2. Increasing community pride, raising skills and aspirations, and improving access to higher value employment opportunities for people on low incomes
 3. Improving health outcomes for people on low incomes
 4. Helping people with high housing costs, increasing numbers of affordable homes, and improving the condition of people's homes
 5. Supporting groups of people that are more likely to experience poverty and social isolation, including children and young people, older people, women, people with disabilities, and BAME residents

4. Progress during 2017/18

4.1 Full details of progress made during 2017/18 against the 57 actions in the revised Anti-Poverty Strategy is provided in the table at Appendix A, including information on performance against key outputs and outcomes where this is available at this stage.

4.2 Objective 1 - Key activities in 2017/18 which helped people on low incomes to maximise their income and minimise their costs included:

- Supporting 5 Cambridge employers to become accredited with the Living Wage Foundation as **Living Wage** employers. This helped to increase the number of accredited employers in the city from 51 in March 2017 to 58 in March 2018.
- Providing £6.25 million in **Council Tax Support** to approximately 6,400 households.
- Funding 114 voluntary and community groups through the Council's £900k **Community Grants** programme to deliver 162 services and activities to help reduce social or economic inequality among Cambridge residents with the greatest needs.
- Continuing to provide £260,000 funding to the Citizen's Advice Bureau (CAB) through the Community Grants for **debt advice** for city residents, including free legal, debt and money advice to 12,959 city residents, financial capability support to 699 debt clients and specialist welfare rights casework for 399 cases.
- Continuing to provide a dedicated **Advice Hub** in the Council's Customer Service Centre (CSC). From January 2017 to December 2017, Citizens Advice Bureau (CAB) saw 822 residents at the Advice Hub and a range of other partners including Cambridge Online, Credit Unions, City Homes Rent Advice and CSC staff also provided support.
- Continuing to employ a **Fuel and Water Poverty** Officer and procuring Peterborough Environment City Trust (PECT) to deliver a Winter Warmth campaign through the Sharing Prosperity Fund. A total of 270 home visits were completed through these projects, 176 low income

residents were supported to install energy efficiency improvements, and estimated energy bill savings for residents of £114,500 were generated.

- Directly supporting 23 residents through the process of having **water meters** installed. We have also worked with South Staffordshire Water to give residents receiving Discretionary Housing Payments (DHP) access to up to 80% reductions in their water bill, which has led to more than £41,000 support to the most vulnerable.
- Continuing to provide grant funding to voluntary and community organisations to provide **low cost furniture** to 742 low income households.

4.3 Objective 2 - Key activities in 2017/18 to increase community pride, raise skills and aspirations, and improve access to higher value employment opportunities for people on low incomes included:

- Employing 12 City Council **apprentices** since 2014/15 (10 funded through the Sharing Prosperity Fund), of which 2 have secured permanent employment with Council services.
- Continuing to provide grant funding for a **learning and development service** for homeless people based at Wintercomfort and an **employment worker** at Cambridge Housing Society. In total 218 people were supported to gain employment or access training, educational placements or learning and development activities.
- Holding a successful **Volunteer for Cambridge Fair** in October 2017 at the Guildhall, which was attended by 81 organisations and 843 people. Of 68 organisations that completed feedback forms, 73% signed up new volunteers on the day, and of 161 attendees that completed feedback forms, 93% said they had signed up to volunteer on the day.
- Supporting 15 volunteer **digital champions** through the Sharing Prosperity Fund to deliver a total of 266 digital inclusion sessions in City Council sheltered housing schemes, which were attended by 139 older people.
- Funding Cambridge Online through the Sharing Prosperity Fund to provide drop-in 'Microhub' **digital inclusion sessions** at City Council community centres and other community venues, which were attended by 195 people.

- Providing 6 **community days** and 6 skip days in low income areas of the city to save residents money from disposing of bulky waste and encourage a sense of pride and engagement in neighbourhoods. A total of 32,818 kg of bulky waste was collected at community days in 2017/18.

4.4 Objective 3 - Key activities in 2017/18 which have helped improve health outcomes for people on low incomes included:

- 31,422 entries to Council-owned **sports and swimming facilities** by people holding concession memberships for receiving means-tested benefits.
- Supporting a **free exercise referral scheme** through the Sharing Prosperity Fund for patients in low income areas of the city, which resulted in a total of over 360 residents undertaking the 12 week exercise scheme, with over 8,500 visits between them to sessions and classes.
- Funding Cambridge Sustainable Food through the Sharing Prosperity Fund to provide 39 **cookery skills sessions** in low income areas which were attended by 193 people.
- Funding CAB through the Sharing Prosperity Fund to provide an **outreach advice service** at GP practices and community settings to support residents with mental health problems (such as anxiety or stress) resulting from debt, employment and welfare rights matters. In 2017/18, the adviser supported 357 patients and generated financial gains of £533,630 for these patients (which equates to £1,495) per patient.

4.5 Objective 4 - Key activities which have helped people with high housing costs, increased numbers of affordable homes, and improved the condition of people's homes included:

- Completing 143 **new City Council-owned homes** at a number of different sites across the city, including Virido, Uphall Road, Ekin Close, Fulbourn Road, Peter Cowell Close/Hawkins Road and Water Lane.

- Working with developers through the planning process and with Registered Providers to help enable delivery of a further 288 **affordable homes** on strategic growth sites and other locations across the city.
- Increasing the number of units of **temporary accommodation for homeless people** from 83 to 95.
- Supporting 108 **single homeless people** who do not need supported housing to move into private rented accommodation.

4.6 Objective 5 - Key activities which have helped support groups of people that are more likely to experience poverty and social isolation, included:

- Providing 716 universal, open access **play sessions for children** in neighbourhoods across the city, including low income neighbourhoods. There were a total of 26,328 child visits to these universal sessions.
- Commissioning a theatre company through the Sharing Prosperity Fund to develop and deliver a play focussing on **financial literacy** issues. 13 performances of 'Money Matters' were delivered in 10 schools, which reached a total of 1,750 students. 'Reality Cheque', a financial literacy board game has been developed and will be distributed to 16 schools.
- Providing a programme of **free swimming sessions** through the Sharing Prosperity Fund for toddlers and parents at the Kings Hedges and Abbey swimming pools, which attracted more than 3,000 total attendances by families on low incomes.
- Providing a total of 2900 **free lunches for families** during the school holidays. Of these, 2218 lunches were served in city council community centres, and 682 lunches were provided by local churches.
- Providing £730,000 through the **Cambridgeshire Home Improvement Agency** to enable more than 130 older, disabled and low income residents to access support to repair, maintain or adapt their homes.
- Providing 1324 **older people with support** in 2017/18, in our sheltered housing schemes, through our visiting support service, or with a community alarm. 52 of these people have been supported to increase their non-housing related incomes by a total of just over £206,000 per annum.
- Providing a dedicated post funded through the Sharing Prosperity Fund to **support older people** who are identified as not accessing benefits

and well-being services. From August 2017 to March 2018 the project has helped individuals claim a total of £92,000 a year in extra non-housing related income.

- Providing regular **free health sessions**, which were promoted to BAME communities and women on low incomes. 3 monthly sessions were held during 2017/18, with an average of 20 women attending each of the sessions.

5. Additional action for inclusion in the APS Action Plan

- 5.1 The proposed redevelopment of the Cambridge Northern Fringe East (CNFE) site presents an opportunity to regenerate a large-scale brownfield site on the edge of the city. It could potentially create significant employment, skills and training opportunities for local communities and provide significant numbers of new homes to meet local demand for housing, including affordable housing. The Cambridgeshire and Peterborough Combined Authority, working with Cambridge City Council, Anglian Water and other key partners, has submitted a bid to Government for £193m of Housing Infrastructure Funding (HIF) to help facilitate the scheme .
- 5.2 It is proposed that an additional action relating to CNFE is included in the existing action plan for the Anti-Poverty Strategy 2017-2020. This additional action is shown in the table below:

Action	Lead officer and service	Completion date	Performance measures
<p>Ensure that the proposed development and regeneration of the Cambridge Northern Fringe East area benefits neighbouring disadvantaged communities, including:</p> <ul style="list-style-type: none"> • maximising local employment, skills and training opportunities, • helping to meet local demand for housing, including affordable housing (subject to the outcome of a bid for funding from the Housing Infrastructure Fund) • improving physical and social linkages. 	Fiona Bryant, Strategic Director	The timescales for the completion of the CNFE Area Action Plan will be outlined in the review of the Local Development Scheme in 2018. Development on site is programmed to start in 2024/25.	The number of affordable homes and jobs will be determined through the formal planning process, including the adoption of the Cambridge Northern Fringe East Area Action Plan. These performance measures will be firmed up as the project develops.

6. Implications

(a) Financial Implications

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The Anti-Poverty Strategy primarily seeks to co-ordinate and refocus City Council activity so that it focuses on tackling poverty where possible. However, some additional one-off, fixed term initiatives which contribute to the objectives of the Anti-Poverty Strategy have been supported by the SPF.

(b) Staffing Implications

Much of the work to deliver the Anti-Poverty Strategy is being achieved within existing staff resources. However, some of the initiatives being taken forward (e.g. Living Wage promotion, financial inclusion activity and fuel and water poverty activity) have involved the recruitment of a limited number of additional staff, usually on fixed-term contracts.

(c) Equality and Poverty Implications

An Equality Impact Assessment was carried out for the revised Anti-Poverty Strategy prior to it being approved on 10 October 2017. A revised Equality Impact Assessment has been produced following comments from the Equalities Panel in November 2017. This revised EqiA is published for information on the Council's website here:

<https://www.cambridge.gov.uk/equality-impact-assessments>

(d) Environmental Implications

Some of the activities being delivered as part of the Anti-Poverty Strategy have a medium positive environmental impact. For example:

- Work to promote take-up of water meters and water efficiency measures to residents in low income areas of the City will reduce water consumption and associated carbon emissions.
- The additional promotion of energy efficiency measures to residents in low income areas of the City will reduce energy consumption and associated carbon emissions from households in these areas.

(e) Procurement Implications

The Council has achieved accreditation from the Living Wage Foundation as a Living Wage Employer. As part of this, the City Council has adopted a Living Wage policy in respect of contractors. This policy requires contractors to pay the Living Wage to Qualifying Staff unless it would be unlawful or inappropriate to do so. Officers are monitoring the Council's compliance with this policy on an ongoing basis.

(f) Community Safety Implications

There are no community safety implications associated with the updates provided in this report.

6. Consultation and communication considerations

This revised strategy was informed by further internal and external consultation, including:

- Consultation with academics, statutory partners and voluntary and community groups through a half-day Anti-Poverty Summit, which was held on 30 June 2017 and was attended by more than 50 delegates.
- Consultation with City Council managers, including through a workshop held in November 2016 and subsequent meetings of the Council's Anti-Poverty Strategy Project Board in March and June 2017.
- Consultation with City Council frontline staff with experience of working with low income residents through workshops held on 4 and 11 August 2017.

The Council will produce an accessible summary document to help raise awareness and facilitate engagement with the public and other partners.

7. Background papers

No background papers were used in the preparation of this report.

8. Appendices

Appendix A – APS Annual Progress Report 2017/18

9. Inspection of papers

To inspect the background papers or if you have a query on the report please contact David Kidston, Strategy and Partnerships Manager, tel: 01223 - 457043, email: david.kidston@cambridge.gov.uk.

Anti-Poverty Strategy progress report 2017/18

Action	Completion	Performance measures	2017/18 progress update
Objective 1. Helping people on low incomes to maximise their income and minimise their costs			
1.1 Continue to focus the Council's Community Grants programme on reducing social or economic inequality for city residents with the highest needs	March each year June each year	<ul style="list-style-type: none"> Main grants budget is fully allocated each year to Voluntary Sector activities that meet the Council's grants priorities Grant awards are monitored to ensure they deliver the outcomes set out in funding agreements - Summary report produced in July each year 	<p>In 2017/18 the Council funded 114 voluntary and community groups through its £900k Community Grants. These groups delivered 162 services and activities to help reduce social or economic inequality among Cambridge residents with the greatest needs. The activities covered the grant priorities of legal and financial advice, sports, arts and culture, community development, employment support and voluntary sector support.</p> <p>A report and film were produced summarising the awards and evidencing their impact for the 2016-17 Community Grants.</p>
1.2 Maintain the Council's accreditation as a Living Wage employer, including paying City Council staff the Living Wage and working with our contractors to pay the Living Wage	November 2017 - accreditation to be renewed annually to 2020	<ul style="list-style-type: none"> 100% of City Council direct employees paid a minimum of the national Living Wage rate 100% of agency workers paid a minimum of the national Living Wage rate after 4 weeks of their engagement with the City Council. 100% of new City Council contracts let on a Living Wage basis, where this is legally possible All existing contracts reviewed for the Living Wage position at the earliest opportunity: at a break clause in the contract; when considering whether or not to take up an option to extend a contract; or at the contract renewal date. 	<p>The City Council achieved accreditation as a Living Wage Employer by the Living Wage Foundation in November 2015. The City Council continues to pay a minimum of the Living Wage rate for directly employed staff and agency staff meeting the criteria. It was agreed that from 1 April 2018 all staff at Cambridge City Council will be paid a minimum of £10 per hour.</p> <p>Under the terms of the Council's accreditation, all existing contracts had to be converted to a Living Wage basis by November 2017. All existing contracts were reviewed and those which needed to be converted were identified and converted. The most significant of these is the contract with GLL for the management of Council-owned leisure facilities.</p> <p>The Council's standard procurement document includes a requirement for contractors to pay the Living Wage, and staff have continued to monitor the implementation of this requirement in new contracts.</p>
1.3 Promote Living Wage accreditation among employers in Cambridge, including businesses and voluntary and community	March 2020	<ul style="list-style-type: none"> Increase the number of Cambridge employers that have achieved Living Wage accreditation to 80 	<p>Since November 2014, the Council has employed a dedicated part-time officer to promote the Real Living Wage to local employers. During 2017/18, the officer carried out the following campaign activity:</p>

Action	Completion	Performance measures	2017/18 progress update
sector organisations		<ul style="list-style-type: none"> Number of employees working for employers that have achieved Living Wage accreditation 	<ul style="list-style-type: none"> organising events targeted at employers direct contact with organisations through telephone calls and emails, and distributing promotional material to 4500 business in Cambridge face-to-face meetings with interested employers. attending and speaking at local business networks. media activity, including regular press releases, articles and interviews on Look East and Radio Cambridgeshire <p>From March 2017 to March 2018, there were 10 Cambridge employers became accredited with the Living Wage Foundation. The Council directly engaged with of these 5 of these employers (Allia, Cambridge Ethnic Community Forum, Cambridge University Students Union, Endomag and Hi-Team).</p> <p>The total number of Cambridge employers accredited by the Living Wage Foundation increased from 51 in March 2017 to 58 in March 2018. Although there were 10 new accreditations in this period, 2 employers also ceased their accreditation (Café Sicilia and KH Cleaning) and 1 employer (Open University) closed their Cambridge office.</p> <p>During 2017/18 Cambridge University made a public commitment to become Living Wage accredited. This followed an internal campaign involving staff unions and the Cambridge University Student Union, which the Council supported by providing information and helping to check the accuracy of arguments made by the campaign.</p>
1.4 Work with local businesses to identify ways in which they might use their skills, capacity and resources to support achievement of shared objectives around tackling poverty and disadvantage"	March 2019	<ul style="list-style-type: none"> Number of businesses and employers engaged Number of contributions secured from employers to anti-poverty or related projects by businesses and employers following engagement with the City Council (Target: contributions by at least 5 employers) 	<p>During 2018/19 the Council's Corporate Strategy service will work with businesses to use their skills, capacity and resources to support achievement of objectives around tackling poverty and disadvantage. This work will include:</p> <ul style="list-style-type: none"> Identifying and mapping existing examples of local businesses that are engaging in work to benefit local communities. Producing a publication setting out case studies and examples of steps that businesses could take Approaching major businesses in the city to discuss opportunities to

Action	Completion	Performance measures	2017/18 progress update
			address poverty in the city, holding an awareness-raising event for businesses, and presenting at business network meetings
1.5 Continue to work in partnership with Jobcentre Plus, housing providers and the voluntary sector to support vulnerable benefit claimants in the transition to Universal Credit following the full roll-out to all claimants in Cambridge	From June 2018 onwards	<ul style="list-style-type: none"> 	<p>The Universal Credit Delivery Partnership Agreement was signed ahead of the implementation date for Universal Credit for claimants who are single and out of work. This agreement sets out the framework for supporting these customers with financial, digital and claiming support. The Council is continuing to work in partnership with Jobcentre Plus, housing providers and the voluntary sector to ensure a joined up approach to the early transitions to Universal Credit and to prepare for full roll-out to all claimants in Cambridge in October 2018.</p> <p>The Universal Credit Delivery Partnership Agreement for 2018-2019 has been signed, signalling our intention to continue to support Universal Credit rollout in Cambridge, in particular the move to Full Service from October 2018.</p> <p>This agreement sets out the framework for supporting these customers with financial, digital and claiming support. The Council is continuing to work in partnership with Jobcentre Plus, housing providers and the voluntary sector to ensure a joined up approach to the early transitions to Universal Credit and to prepare for full roll-out to all claimants in Cambridge in October 2018.</p> <p>During 2018/19 and 2019/20 the Council will provide funding from the SPF for a skilled financial advisor based at Job Centre Plus in Cambridge to support households impacted by the rollout of Full-service Universal Credit with personal budgeting support. The advisor will be present at JobCentre Plus for up to 5 hours per day, 5 days a week. The post will assist customers to maximise incomes, reduce outgoings and be supported to obtain payment advances or direct payments for rent as appropriate and signposted to other forms of support such as grants..</p> <p>Joint working with DWP and District Council colleagues has resulted in the first of a series of Landlord Forums dedicated to how Universal Credit impacts landlords starting in May 2018.</p>

Action	Completion	Performance measures	2017/18 progress update
1.6 Continue to support Housing Benefit claimants to receive their full entitlement	Ongoing to March 2020	<ul style="list-style-type: none"> Number of households receiving Housing Benefit in Cambridge Total value of Council Tax support paid by the Council to Cambridge households (against a baseline of £36.9 million in 2016/17) Average number of days taken to process benefit claims 	<p>The Council continues to support Housing Benefit and Council Tax Support claimants to receive their full entitlement by making claiming an easy process with clear systems, applications and guidance supported by advice in Customer Service Centre and benefit experts within the Benefit Team.</p> <p>Speed and quality of assessment of housing benefit claims continues to be a priority to support the most vulnerable to ensure they get the right benefit quickly.</p> <p>Nationally, for the first 3 quarters of 2017-2018, the average number of days taken to process housing benefit claims was 23 and for changes of circumstances, it was 8. In Cambridge the average was 14 days for a new claim and 4 days for a change of circumstance.</p> <p>Continued roll out of Welfare Reforms has impacted on the numbers of Discretionary Housing Payment (DHP) requests, but we continually review this and allocate resources appropriately.</p> <p>We have worked with South Staffs Water to give DHP claimants quick and easy access to up to 80% reductions in their water bill. This has led to more than £41,000 support to the most vulnerable.</p>
1.7 Continue to operate a Council Tax reduction scheme which supports as many vulnerable residents as possible in 2017/18, and support claimants to receive their full entitlement	Ongoing to March 2020	<ul style="list-style-type: none"> Number of households receiving Council Tax support (against baseline of 6,539 households receiving support in November 2016) Total value of Council Tax support paid by the Council to Cambridge households (against baseline of £6.3 million in 2016/17) 	<p>The current Council Tax Support caseload is approximately 6,400 and £6.25million was credited to Council Tax accounts in 2017/18. City Council officers work with internal and external colleagues to ensure that take up of Council Tax Support is maintained.</p>
1.8 Continue to assist City Council tenants to apply for welfare benefits, and provide a rent advice and debt counselling service to City Council tenants	Ongoing to March 2020	<ul style="list-style-type: none"> Support provided to new tenants who claim Housing Benefit or Council Tax Support so that they do so in their first week of their tenancy commencement 	<p>Housing services continue to assist City Council tenants to apply for welfare benefits. A change of address form is completed for all new tenants who have a current claim for housing benefit. New claimants are given a leaflet on how to make a claim and are directed towards the website to make an online claim.</p>

Action	Completion	Performance measures	2017/18 progress update
		<ul style="list-style-type: none"> Number of evictions for rent arrears (target less than 16 during 2017 / 2018) Total rent arrears for current tenants (target below £500,000) 	During 2017/18 there were 15 evictions for rent arrears only, which was below the target of 16. The year-end figure for rent arrears was £619,217.
1.9 Continue to fund debt advice services provided by voluntary organisations and signpost people with financial capability issues to appropriate organisations	Ongoing to March 2020 (subject to assessment of grant applications)	<ul style="list-style-type: none"> Number of Cambridge residents provided with debt advice by grant-funded organisations 	<p>The Council's Community Grants programme has continued to fund debt advice and financial capability services. In 2017/18, grants were made to Citizen's Advice Bureau (CAB) to provide:</p> <ul style="list-style-type: none"> Free generalist legal and specialist debt and money advice to 12,959 city residents (£200k) Specialist welfare rights casework service (£30k) for 399 cases Financial capability support to debt clients (699 clients), groups and frontline organisations to enable people facing financial hardship and associated social issues to learn how to better manage their money and reduce take up of inappropriate and illegal financial services (£20k) Outreach services (£10k): at Trumpinton Pavilion, the Meadows Community Centre and in the East Barnwell area, linking with organisations such as Romsey Mill and Cambridge Women's Resources Centre.
1.10 Continue to provide a dedicated Advice Hub in the Council's Customer Service Centre to provide space for organisations offering debt, benefits and financial advice to low income residents, including credit unions, the CAB and Council services	March 2020	<ul style="list-style-type: none"> Number of residents provided with debt, benefits and financial advice at the Advice Hub Number of Credit union members in Cambridge per annum (from baseline 499 in April 2017) 	<p>In 2017/18 the Council has continue to provide a dedicated Advice Hub in its Customer Service Centre. From January 2017 to December 2017, Citizens Advice Bureau (CAB) saw 822 residents at the Advice Hub. Of these 353 residents received generalist advice, and 469 received housing advice (on Homelink and housing benefits). During the appointments residents discussed 1,959 issues. Various other partners including Cambridge Online, Credit Union, City Homes Rent Advice and CSC staff also provided support from the Advice Hub.</p> <p>As at 31 March 2018 there were a total of 374 credit union members in Cambridge (combined figures for Eastern Savings and Loans and Rainbow Savers). This represents a net reduction in members since April 2017.</p>

Action	Completion	Performance measures	2017/18 progress update
			The credit unions have recruited a total of 409 new members since April 2015. However, over this period a number of members have also left the credit unions. The figures also reflect the fact that both Credit Unions have reviewed all their membership accounts and have now removed member accounts that have nil balances and have not been used for 12 months.
1.11 Fund a dedicated City Council Financial Inclusion Officer to develop and coordinate a wide range of financial inclusion work, including supporting credit unions, researching affordable credit options, financial education and support, debt and benefit support.	March 2018	<ul style="list-style-type: none"> Number of credit union members in Cambridge per annum (from baseline of 499 in April 2017) 	<p>The Council has employed a Financial Inclusion Officer (funded by the Sharing Prosperity Fund) for 12 months to work across Council services (Housing, Revenues and Benefits and Community Services) to address financial inclusion issues. During 2017/18 the officer focussed on :</p> <ul style="list-style-type: none"> supporting the running of the Advice Hub working with Housing and Revenues and Benefits services to address issues associated with the Benefit Cap providing support to 45 individual residents, including: support with Discretionary Housing Payment, PIP and pension credit applications; issuing Foodbank vouchers and vouchers from Cambridge Central Aid; and referrals to CAB for advice, CHS for employment support, and the Council's Home Energy Officer for energy advice mapping food poverty projects and activities in the city
1.12 Continue to provide targeted advice to residents in fuel or water poverty on measures to reduce their energy and water costs	March 2019	<ul style="list-style-type: none"> Number of residents receiving face-to-face advice from this initiative on energy and water saving measures Number of residents taking up energy or water saving measures following advice from this initiative. Number of residents taking up water meters or moving to an assessed rate following advice from this initiative. 	<p>During 2017/18 the Council employed a Fuel and Water Poverty Officer and procured Peterborough Environment City Trust (PECT) to deliver a Winter Warmth campaign. Both projects were funded through the Sharing Prosperity Fund. A total of 270 home visits were completed through these projects and 176 low income residents were supported to install energy efficiency improvements to their homes. These projects generated estimated energy bill savings for residents of £114,500 in 2017/18.</p> <p>During 2017/18, the Council has continued to support residents to; have water meters installed, take-up water efficiency devices, and to sign up to the Assure Tariff which assists customers on a low income or struggling to pay their water charges. Under this tariff, customers with a</p>

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			household income of less than £16,105 may qualify for a discount of up to 80% on their water charges. Capturing accurate data from Cambridge Water on the impact of the Council's work in this area is very difficult. 23 residents were directly supported by Cambridge City Council staff through the process of having water meters installed. It is estimated that 853 Cambridge residents have switched in total in the last year due to all the activity carried out.
1.13 Continue to provide extra promotion in Cambridge for the collective County-wide energy-switching scheme, which aims to secure cheaper energy deals for local residents.	Ongoing	<ul style="list-style-type: none"> Number of residents switching to cheaper energy deals per annum as a result of the collective-switching scheme 	During 2017/18, 208 residents registered with the collective energy-switching scheme and 62 accepted the offer made by energy companies through the scheme. This led to estimated total bill savings of £10,253 for residents. The most recent collective energy-switching scheme closed at the end of March 2018. The current Cambridgeshire County Council contract for the scheme has now ended, but the City Council is currently exploring other opportunities to increase switching uptake.
1.14 Switch existing pre-payment energy meters in Council homes to low tariff pre-payment meters provided by Robin Hood Energy when tenants vacate properties and they become void	March 2018	<ul style="list-style-type: none"> Number of prepayment meters in Council properties replaced with lower-cost pre-payment meters and switched to Robin Hood Energy when they become void 	During 2017/18 the Council trialled switching existing pre-payment energy meters in Council homes to low tariff pre-payment meters provided by Robin Hood Energy at the point when tenants vacate properties and they become void. In total 137 meters were switched during the course of the year. However, it was decided not continue with this contract for a variety of reasons, including the impact that delays in switching meters was having on void turnaround times. Many new tenants also wished to stay with their existing energy provider because they already had favourable energy deals.
1.15 Explore opportunities to secure new external funding which could provide capital to support insulation and energy efficiency measures for both council and private homes following the closure of the national Green Deal Communities scheme, including specifically the revised Energy Company Obligation (ECO)	November 2018	<ul style="list-style-type: none"> Number of homes with insulation and energy efficiency measures installed through council scheme (target 150) Total amount of capital investment secured for insulation and energy efficiency measures (which could be over £300,000 if other targets are met) 	<p>We are working with a County partner to develop a Warm Homes Fund bid which could secure £1.8million pounds to support in the installation of first time central heating in properties throughout Cambridgeshire. The bid would predominantly include working with social housing providers but could also provide support for the private rented sector and fuel poor residents.</p> <p>We are also in the process of developing a joint statement of intent with County partners that would allow Cambridge City Council to target national Energy Company Obligation (ECO) funding through Flexible Eligibility. Once in place we would be able to attract more ECO funding</p>

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			to Cambridge and support vulnerable and low income residents.
1.16 Support voluntary and community organisations to provide low cost furniture to people on low incomes, subject to ongoing evaluation of the need for and efficacy of these services	Ongoing to March 2020	<ul style="list-style-type: none"> Number of people per annum provided with low cost furniture across all tenures (target 850 in 2017/18, 950 in 2018/19) 	The Council continued to provide grant funding to voluntary and community organisations to provide low cost furniture to people on low incomes. 742 households were provided with low cost furniture in 2017/18.
1.17 Providing support on a case-by-case basis with premises costs for voluntary and community organisations (e.g. Cambridge City Foodbank) which support residents on low incomes, to enable organisations to develop their activities and become more sustainable	March 2018	<ul style="list-style-type: none"> Level of funding for premises costs provided to voluntary and community organisations which support residents on low incomes 	<p>The Council provided a full subsidy for the Foodbank's rent at Orwell House for two years (£14,000 in 2015/16, £14,000 in 2016/17) from the Sharing Prosperity Fund. In April 2017, it was agreed that the rent subsidy should be extended for a further year (£14,900 in 2017/18):</p> <ul style="list-style-type: none"> The funding provided to date had enabled the Foodbank to achieve its reserves target for its current operation and given it a degree of stability. The further rent subsidy would reduce the Foodbank's core costs in 2017/18, enabling them to focus their resources on scaling up their activities and possibly changing their approach.
Objective 2. Increasing community pride, raising skills and aspirations, and improving access to higher paid employment opportunities for people on low incomes			
2.1 Continue to fund and support events which increase community pride and cohesion, such as the Big Weekend, Chesterton Festival, Arbury Carnival and Cherry Hinton Festival	Ongoing to March 2020	<ul style="list-style-type: none"> Number of people attending the Big Weekend event from low income groups (through postcode data from surveys of attendees) 	<p>In 2017/18 the Council supported activities at a number of larger events in Cambridge during 2017/18, including the Big Weekend (which had an estimated attendance of 30,000 people), Cambridge Mela, Chesterton Festival, Arbury Carnival and Cherry Hinton Festival but have supported some of their activities. The Council also worked with Cambridgeshire Police and the Muslim community organising Eid prayers at Kelsey Kerridge sports centre.</p> <p>In 2017/18, we also funded some smaller neighbourhood events, such as street parties and Christmas lights switch on events. The Council has also helped fund Strawberry Fair, which is a music and performing arts festival that is held in the summer.</p>

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2.2 Continue to support an annual programme of events which promote diversity and community cohesion, in partnership with local equality and diversity organisations	Annually to March 2020	<p>Successful programme of events delivered linked to each national or international event, including free events and events with free spaces for people on low incomes:</p> <ul style="list-style-type: none"> • Great Get-Together (June 2017) • Black History Month (October 2017) • Disability History Month (November – December 2017) • Holocaust Memorial Day (January 2018) • International Women's Day (March 2018) • Lesbian Gay Bisexual and Transgender (LGBT) History Month (February 2018) • Refugee Week (June 2018) 	<p>The Council worked with a wide range of organisations to help deliver a number of events, including:</p> <ul style="list-style-type: none"> • Refugee Week (June 2017) – Planning for Refugee Week events was led by Cambridge Ethnic Community Forum, with administrative support and funding for publicity, provided by the City Council. • A Great Get Together was organised at the Meadows Community Centre in June led by a partnership including Cambridge Ethnic Community Forum, Hope not Hate, City of Sanctuary, CmaCRAG and Amnesty International • Black History Month (October 2017) – The programme of events in Cambridge was the most varied and involved the greatest number of partners to date. • Disability History Month (November – December 2017) – The Council promoted exhibitions, talks and events around the theme of Disability and Art which were delivered by local museums, libraries, councils, schools and colleges, work places and trade unions. The Council is working in partnership with Rowan and Cambridge Community Arts to provide a series of arts workshops for disabled people during the summer and autumn 2018. • Holocaust Memorial Day (January 2018) – The Council held a Civic event and a number of satellite events with the theme of “the power of words”. • Centenary of Women's Suffrage Movement – The Council organised a civic event, which included the unveiling of the Millicent Garrett Fawcett plaque. We also helped coordinate a number of other events that collected donations for Cambridge charities (Cambridge Rape Crisis, Cambridge Women's Aid, Cambridge Women's Resources Centre and Turtle Dove) that provide resources, skills, education, counselling, confidence and support for women at risk. There will be further activities at the Big Weekend 2018 including an exhibition, a women's entertainment tent and a Marquee. • Lesbian Gay Bisexual and Transgender (LGBT) History Month

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			<p>(February 2018) – The Council raised the rainbow flag over the Guildhall and supported the Encompass Network to promote their programme of events.</p> <ul style="list-style-type: none"> Mental Health Awareness Week – We ran a stall at Cambridge Central Market to raise public awareness about where to seek support for mental health problems.
2.3 Continue to provide a programme of 'community days' and 'skip days' in low income areas of the city and areas with high levels of fly tipping to: save residents money from disposing of bulky waste; encourage residents to have a sense of pride in their neighbourhood; and encourage community engagement to help create sustainable communities.	March 2018	<ul style="list-style-type: none"> Number of community days held in low incomes areas of the city (target 6 in 2017/18) Number of skip days held in low income areas of the city Tonnage of bulky waste collected at community days 	<p>During 2017/18, 6 Community Days took place in low income areas across the City (Ditton Fields, Queen Edith's, Colville Road, Ekin Road, Thorpe Way and Kings Hedges (The Ship)</p> <p>2017/18: The total tonnage of bulky waste collected at community days in 2017/18 was 32,818Kg.</p> <p>During 2017/18 6 skip days held in low income areas across the City (Davy Road, Lichfield Road, Buchan Street, Molewood Close, Kingsway Flats and Hawkins Road/Campkin Road/Larkin and Wilson Close).</p>
2.4 Fund SPICE to expand the existing 'time-credit' scheme to support residents on low incomes in Abbey, Arbury, East Chesterton, Kings Hedges and Trumpington to volunteer and engage in community activities	March 2019	<ul style="list-style-type: none"> Number of time Credits issued to volunteers (target 2500) 200 Number of volunteers engaged in the target wards (target 200) Number of community groups supported in the target wards (target 20) Number of training sessions delivered to community groups and council teams (target 8) 	<p>The Council has funded SPICE through the Sharing Prosperity Fund to expand the existing 'time-credit' scheme to support residents on low incomes in Abbey, Arbury, East Chesterton, Kings Hedges and Trumpington to volunteer and engage in community activities. During the course of 2017/18, a lot of work has been invested in supporting groups to develop their volunteer role and encouraging volunteers to come forward. During the course of the year, 3 workshops plus 8 sign up sessions have been held. 10 groups have been signed up in, Abbey, East Chesterton and Trumpington and 14 new volunteers have been recruited. Residents have earned 36 time credits, but it is envisaged that take up and earning of time credits will increase substantially over the second year of the project.</p>

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2.5 Hold an event to increase the number of volunteers in the city	October 2017	<ul style="list-style-type: none"> Number of organisations offering volunteer opportunities at the 'Volunteer for Cambridge' event Number of people attending 'Volunteer for Cambridge' event (Baseline 800 in 2016) 	A successful Volunteer for Cambridge Fair was held on 21st October 2017 at the Guildhall. 81 organisations took part in the fair. Of 68 organisations that completed feedback forms, 98% said that they found it useful and 73% signed up new volunteers on the day. 843 people attended the event. Of 161 people that completed feedback forms, 93% said they had signed up to volunteer on the day.
2.6 Deliver the Activate project, which will work with a cohort of young people on free school meals, who will benefit from a programme of different activities to develop self-awareness, resilience and leadership skills delivered by local arts and cultural organisations.	March 2019	<ul style="list-style-type: none"> Number of young people taking part in the programme who are eligible for free school meals and have been identified by the college as being at significant risk of not reaching their potential (target 30). Educational attainment of participants, as measured by the school, compared to expected educational attainment without the programme. Aspiration levels of participants, including number of participants aspiring and planning for further or higher education 	<p>The first phase of the Activate project ran from November 2016 to July 2017. The project engaged 17 participants in years 7 and 8 at Coleridge Community College. This included a number of students with special educational needs and some with behavioural issues. Weekly 2-hour sessions were delivered by the Fitzwilliam Museum, Kettle's Yard, NIE Theatre and Menagerie Theatre.</p> <p>Phase 2 of the scheme began in September 2017 and new members have been added to the cohort. We are now planning phase 3 to demonstrate a scalable model which can be offered to schools across Cambridge.</p> <p>Through participation in the project and successfully creating their own work, the participants increased their confidence to ask for the support they needed and developed the skills to manage their behaviour. Creating work of their own also helped participants to experience success and instil the confidence to explore other opportunities in and out of school and in the future.</p> <p>Testimonials from teachers show a noticeable increase in educational attainment by participants. In phase 1, all the participants achieved the award in the nationally accredited Arts Award scheme. Some participants in phase 2 of the scheme are also working towards their Silver award.</p> <p>The project has also enabled the participants to engage with creative professionals, visit cultural venues, and observe and participate in the creative process. Being introduced to these new opportunities has widened the students' vision of their future.</p>
2.7 Deliver the Act Up project, which will provide theatre	March 2019	<ul style="list-style-type: none"> Number of young people aged 17-24 taking part in the programme 	A contract to deliver the Act Up project was awarded to Cambridge Junction during 2017/18. The project will be delivered over 3 intensive

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<p>sessions to a cohort of young people who are living on low incomes and who are involved with the criminal justice system to support them to change their behaviours and develop a set of skills and tools for managing social situations</p>		<p>(target 30)</p> <ul style="list-style-type: none"> Percentage of participants achieving a Bronze Arts Award (with an expected completion rate of 90%). Reduced engagement in the criminal justice system by participants 	<p>weeks in May, June and August 2018:</p> <ul style="list-style-type: none"> Week 1: 15 young people will work with a theatre maker Week 2: 15 young people will work with a film maker Week 3: Both groups will come together for a production <p>Cambridge Junction is engaging with a range of schools, and community groups across the city. In particular, the Junction is working closely with TBAP Cambridge AP Academy, which supports secondary school learners who have experienced difficulties with their learning and behaviour in mainstream school. The steering group includes representatives from the City Council, Cambridgeshire Constabulary, and Cambridgeshire County Council.</p>
<p>2.8 Develop the implementation phase of the Cambridgeshire Culture Card scheme, a major initiative that aims to:</p> <ul style="list-style-type: none"> increase all children and young people's engagement in arts and culture, specifically targeting those from low income backgrounds; and produce robust evidence of the impact of engagement arts and culture on a wide range of outcomes including education, non-academic skills, and wellbeing. 	March 2020	<ul style="list-style-type: none"> Number of young people taking part in the pilot phase of the project to explore the impact of different incentives, communication and engagement mechanisms (target: 100 eligible for free school meals, 100 non-FSM). Number of activities and events attended from the city's existing cultural offer by children and young people and their families. Aspiration levels of participants, including the number of participants aspiring and planning for further or higher education. Educational attainment of participants and development of soft skills, including interpersonal, analytical and personal skills. 	<p>The Culture Card will build on the existing Library Card to increase engagement in the arts by children and young people by providing:</p> <ul style="list-style-type: none"> Targeted communications to card holders regarding free cultural activities in Cambridge. A programme of incentives (both real-world and virtual) to encourage engagement in arts and cultural activities Evidence of informal learning, educational achievement and career related skills through cultural engagement. <p>During 2018/19, the Sharing Prosperity Fund will be used to support the development of a prototype version of the Culture Card, to test and refine a number of elements of the card. The project has also attracted funding from Cambridgeshire School Improvement Board, Arts Council England, and the Paul Hamlyn Foundation.</p> <p>The SPF-funded element of the project will work with a cohort of 60 young people from Trumpington Community College and Trumpington Meadows Primary School aged 11-14 years and their parents. 50% of the young people will be from low-income backgrounds and receiving free school meals and/or pupil premium.</p> <p>The project is actively recruiting children, young people and parents between now and June 2018 for the first prototype activity, which goes live in July. The project has also recruited 30 activity providers to take part in the first prototype, they will be submitting weekly activities</p>

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			<p>between July and November 2018 for children and young people to attend.</p> <p>Evaluation of the scheme will use PASS (Pupil Attitude to Self and School Survey) within each school to gather data on attitudes to learning. The data sharing agreement between schools, City Council and County Council and information consent request for parents includes educational attainment data</p>
2.9 Provide apprenticeship opportunities in City Council services through a dedicated apprenticeship programme from 2014/15 to 2017/18	a) March 2018 b) March 2021	a) Number of new apprenticeship opportunities created in total between March 2014 and March 2018 (Target 15) b) Percentage of Council workforce that are apprentices (Target: an average of 2.3% of the Council workforce over a 4 year period from 2017/18 onwards).	<p>In total, 10 apprentices have been employed using funding from the Sharing Prosperity Fund since 2014/15. The Council's Estates & Facilities service have funded another 2 apprentices.</p> <p>To date two of the 10 apprentices funded by the anti-poverty fund have taken up permanent positions within the council.</p> <p>There have been no new starts on the apprenticeship programme in 2017/18. Future apprenticeships will be funded from the Council's apprenticeship levy payments:</p> <p>The Council undertook a tendering process for the delivery of Multi-Skilled Apprenticeships, which was awarded to training provider Gateway Services. This will provide 10 existing Multi-skills Operations staff in Estates and Facilities with Level 2 apprenticeships between 2018 and 2020. .</p> <p>The Council has also undertaken a tendering process to secure a training provider to deliver Management Development & Business Administration apprenticeships. This will see 15 management apprenticeships for existing employees over the next 3 year.</p> <p>In additional the council is currently supporting applications for two new Business Administration apprentices, in Revenues and Benefits and Estates and Facilities.</p>
2.10 Continue to jointly fund the Signpost2Skills with partners in the Greater Cambridge Partnership and the Greater	March 2020	<ul style="list-style-type: none"> Number of additional apprenticeships created across the Greater Cambridge Partnership area by March 2020 (Target 420) 	<p>Form the Future delivered the Signpost2skills project during 2017/18, which aims to raise the aspirations of young people and increase the uptake of apprenticeships in science, technology, engineering and maths (STEM) subjects. This included running careers fairs and</p>

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Cambridge Greater Peterborough LEP, and engage with GCP proposals to explore opportunities for an apprenticeship brokerage service		<ul style="list-style-type: none"> Qualifications and courses provided by further education colleges and other training providers better meet the needs of local businesses and the Greater Cambridge economy Increased awareness amongst young people of employment opportunities available in the Greater Cambridge economy 	<p>delivering workshop in schools across the Greater Cambridge Partnership (GCP) area for year 10 and 11 students. The workshops included apprentices from local employers and helped students to understand what apprenticeships are, what options are available, and help them to make an informed choice.</p> <p>Form the Future, with funding from GCP, has also carried out wider work to bring together schools and local businesses to allow students to learn about opportunities to develop the skills they need to be successful. During 2017 Form the Future engaged and worked with over 288 employers and providers to deliver this programme.</p> <p>GCP has also supported schools to develop their capacity by providing access to a careers coaching programme and in upskilling their staff to improve the delivery of careers information, advice and guidance.</p> <p>GCP is currently developing proposals for an apprenticeship brokerage service, subject to approval from the GCP Board.</p>
2.11 Continue to support: a) a learning and development service for homeless people based in a partner agency; and b) an employment worker in a partner agency with a specific remit to target those in housing need, subject to ongoing evaluation of the need for and efficacy of these services	March 2018	<ul style="list-style-type: none"> Number of people per annum in housing need supported to gain employment or access training/educational placements (target 40 in 2017/18 and 31 in 2018/19) Number of homeless people attending learning and development sessions Number of people in housing need receiving support from the employment worker 	<p>The Council continued to provide grant funding for a learning and development service for homeless people based at Wintercomfort. 159 service users attended learning and development activities at Wintercomfort during 2017/18 and 52 service users moved into employment.</p> <p>The Council continued to provide grant funding for an employment worker at Cambridge Housing Society with a specific remit to target those in housing need. 71 people in housing need receiving support from the employment worker in 2017/2018. 59 people in housing need were supported to gain employment or access training/educational placements.</p>
2.12 Develop and deliver training for volunteer 'digital champions' across the City, who will help support residents who are digitally excluded to access the internet	March 2018 March 2019	<ul style="list-style-type: none"> Number of volunteers recruited and trained to act as 'digital champions' by March 2018 (target 80) Number of volunteers recruited and 	<p>During 2017/18, the 60+ Getting Online project (see action 2.13 for further information) has recruited 15 volunteers to act as digital champions and provide digital inclusion sessions for older people living in sheltered housing accommodation. All volunteers provided with an</p>

Action	Completion	Performance measures	2017/18 progress update
and develop basic digital skills		trained to act as 'digital champions' by March 2019 (target 120)	initial 5 week training course. During 2017/18, Cambridge Online has recruited and trained 15 volunteers to deliver drop-in digital inclusion sessions as part of the Microhub project (see action 2.13 for further information).
2.13 Develop and deliver a programme of digital support (including 1:1, groups, community centre-based and home based support) for key groups, including older people, low income families, people with disabilities, social housing tenants and those who have never used the Internet	March 2018 March 2019	<ul style="list-style-type: none"> Number of residents benefitting from digital support provided by March 2018 (target 200) Number of residents benefit from digital support provided by March 2019 (target 300) 	<ul style="list-style-type: none"> <u>60 + Getting On line project</u> – The Council's Housing Service delivered a 60 + Getting On line project in 2016/17 and 2017/18. The project has delivered 4 weekly digital access drop-in groups for older people each week in sheltered housing schemes (Lichfield Road, Talbot House, Whitefriars and Stanton House). In 2016/17 and 2017/18 a total of 266 sessions were delivered and there were 139 attendees at the sessions <u>Social housing project</u> – In 2017/18 the Council's Housing Service worked with a specialist training provider to provide digital access sessions for Council housing tenants at Barnwell Baptist Church in Abbey and at Ross Street Community Centre. Initially the sessions were delivered on a drop-in basis, but to increase participation the project moved to delivering 12 week, structured courses, which included opportunities to work towards recognised qualifications. <u>Microhub project</u> - In 2016/17 and 2017/18, the Council provided funding to Cambridge Online from its Sharing Prosperity Fund to deliver a 'Microhub' project. The aim of the project was to identify existing groups and networks and provide digital support as a 'bolt on' to pre-existing activities. The project has delivered sessions at a range of venues including Mandela House, Meadows Community Centre, 82 Akeman Street, Browns Field Youth and Community Centre, and the IT suite at Cambridge United Football Club's Abbey Stadium. In 2017/18 there were 195 attendees at these sessions and a total of 258 attendances. These attendees completed a total of 426 1-hour digital access drop-in sessions.
2.14 Raise awareness of digital access issues amongst voluntary and community sector groups through the delivery digital training	March 2018	<ul style="list-style-type: none"> Number of training sessions (target 12) Number of VCS groups attending training sessions (target up to 10 VCS groups) 	In 2017/18, the Council provided funding from its Sharing Prosperity Fund to CCVS to deliver a programme of 12 digital training sessions to voluntary sector organisations. Sessions will cover a range of topics including developing a digital strategy, ensuring digital access is part of the organisations delivery, using digital tools to promote and market

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			local services, and internet safety and crowd funding. There have been some delays to the programme, with 5 of the sessions delivered in 2017/18 and the remaining 7 to be delivered in 2018/19. There were a total of 51 attendees at the 5 sessions delivered to date. The project will deliver a further 12 training sessions for voluntary and community organisations in Cambridge to help build their capacity to provide support to residents to get online.
2.15 Work with partners in the Greater Cambridge Partnership, Cambridgeshire & Peterborough Combined Authority and the Greater Cambridge Greater Peterborough LEP to ensure delivery of planned investment in transport infrastructure that improves connectivity between key employment locations and more deprived areas of the City	Ongoing to March 2020	<ul style="list-style-type: none"> Completion of the cycling and walking bridge element of the Chisholm Trail 	<p>The planning process for the Chisholm Trail took longer than expected. The planning application for Phase One between Cambridge North station and Coldhams Lane has been approved by the (Joint Development Control Committee (JDCC), and there are now extensive pre-commencement planning conditions to be discharged.</p> <p>A number of other priority infrastructure schemes are continuing to be progressed by the Greater Cambridge Partnership, including: Cambourne to Cambridge; Cross City Cycling; Milton Road; Histon Road; City Access; West of Cambridge Package; and the Cambridge South East Transport Study (formally A1307). During 2017/18, a number of these projects progressed to the public consultation stage.</p>
Objective 3. Improving health outcomes for people on low incomes			
3.1 Continue to promote a 50% reduction in entry prices at Council-owned sports and swimming facilities for people receiving Means Tested Benefits and free usage of Splashpads and Paddling Pools in parks and open spaces	Ongoing to March 2020	<ul style="list-style-type: none"> Number of entries to Council-owned leisure facilities by people holding concession memberships (Target: 30,000) 	In 2017/18 there were 31,422 entries to Council-owned sports and swimming facilities by people holding concession memberships. This was lower than in 2016/17, when there were 49,900 entries, but higher than in 2015/16, when there were 29,531. During 2018/19, the Council and GLL will seek to increase the number of entries through more promotional work to promote concessionary visits and the 50% discount off activities that they can access. GLL will also promote discounted swimming and lessons, particularly at Parkside and Abbey Pools.
3.2 Expand the scheme providing free exercise referrals by GPs to all residents on low incomes in Cambridge	March 2019	<ul style="list-style-type: none"> Total number of free exercise referrals made by GPs for residents on low incomes (Baseline of 101 referrals from September 2015-September 2016) 	In 2017/18, the Council supported a free exercise referral scheme through the Sharing Prosperity Fund. GPs at 7 surgeries (Arbury Road, East Barnwell, Nuffield Road, Cherry Hinton, Mill Road Surgery, York Street and Cornford House) made referrals for patients on low incomes to exercise sessions at local gyms and leisure centres. In total over 360

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		<ul style="list-style-type: none"> % of participants on low incomes completing the 12 week programme 	<p>residents have been undertaking the 12 week exercise scheme, with over 8,500 visits between them to sessions and classes. There were a large number of referrals specifically from Arbury Road and East Barnwell surgeries, with over 120 individuals participating.</p> <p>In 2018/19, the scheme will be expanded to an additional 4 surgeries (Trumpington, Lensfield Road, Petersfield and Red House Surgeries), bringing the total number of surgeries supported to 11. The scheme will target over 450 new participants.</p>
3.3 Continue to fund Cambridge Sustainable Food network to deliver a programme of cookery skills workshops for individuals and families on low incomes, with the aim of supporting people to prepare and cook low cost, nutritious meals	March 2019	<ul style="list-style-type: none"> Number of cookery workshops delivered across a range of locations in low incomes areas of Cambridge (target 40) Number of people participating in cookery workshops 	<p>During 2017/18, 39 cookery skills sessions were held around the city in Abbey, Kings Hedges, Romsey and Trumpington. 193 people benefited from the sessions, including families and older people. In addition to supporting low income families to develop cookery skills and promoting healthy eating, the sessions have helped to tackle social isolation. One of the groups in the North of the city is being supported to continue meeting, and older people have been signposted to other groups in Trumpington.</p>
3.4 Continue to fund an expanded 'Advice on Prescription' project, to provide outreach support for residents experiencing mental health issues due to low income, debt or addiction at East Barnwell Health Centre, Nuffield Road Medical Centre, Arbury Road Surgery, and Trumpington Medical Centre	March 2018	<ul style="list-style-type: none"> Number of clients seen by the outreach advisor in total (target 300) Total value of additional income for clients identified by the outreach advisor % of clients reporting that seeing the adviser had reduced their stress and anxiety levels % of clients % of clients reporting that they have seen their GP less after receiving financial from the adviser 	<p>From 2015/16 to 2017/18, the Cambridge Citizen's Advice Bureau (CAB) has been funded to provide an outreach advice service at GP practices and community settings in Barnwell, East Chesterton, the Meadows Community Centre and Trumpington. A full-time advisor, has offered money management and income maximisation support to patients presenting with mental health problems (such as anxiety or stress) resulting from debt, employment and welfare rights matters.</p> <p>In 2017/18, the adviser supported 357 unique patients and provided 2,014 advice sessions. The adviser helped generated total financial gains of £533,630 for these patients, which equates to £1,495 per patient.</p> <p>Survey responses from clients seen from April – September 2017 showed that 75% of patients felt less stressed or anxious following advice. 48% of patients reported that they feel better able to manage their money after receiving financial advice from the adviser, and 40% of patients said that they now see their GP less often than they did before they saw the CAB adviser.</p>

Action	Completion	Performance measures	2017/18 progress update
			The project will continue in 2018/19 with funding from the Council's Sharing Prosperity Fund.
3.5 Continue to provide move on accommodation for adults recovering from mental ill health, in conjunction with the Cambridgeshire County Council and Sanctuary Group	Ongoing to March 2020	<ul style="list-style-type: none"> Number of adults recovering from mental ill health accommodated in Cambridge City Council move-on accommodation (Baseline 31 people in 2016/17) % or more of tenants in move-on accommodation move into independent accommodation within 3 years (target 75%) 	<ul style="list-style-type: none"> Since November 2017, Sanctuary Group has had a contract with Cambridgeshire County Council to provide support for move-on accommodation for adults recovering from mental ill-health. As part of its contract with the County Council, Sanctuary is responsible for managing voids, and for moving tenants on within the required period The City Council currently has 19 units of accommodation available for move-on. The number was reduced following a drop in demand and the flats were put back into general stock. 12 of the 19 units are currently in use. City Council officers are working closely with Sanctuary Group to fill the remaining voids. Of the 19 move-on units currently in use, 6 people moved on in 17/18 (32%). Of these 6, 3 were moved within the 3 year period (50%).
Objective 4. Helping people with high housing costs, increasing numbers of affordable homes, and improving the condition of people's homes			
4.1 Develop new Council homes for rent, and ensure that rent levels are as affordable as possible	<p>March 2018</p> <p>March 2023</p>	<ul style="list-style-type: none"> Number of new homes for rent are provided by March 2018 on Council-owned sites (including Virido at Clay Farm, Fulbourn Road, Hawkins Road and garage sites – target 139) Number of new Council homes delivered in Cambridge through £70 million funding secured as part of the Cambridgeshire and Peterborough Devolution Deal with Government. (target 500) 	<ul style="list-style-type: none"> A total of 143 new City Council-owned homes were completed during 2017/18. This includes new homes at Virido (104 units, including 78 for rent and 26 shared ownership units); Uphall Road (2 units); Ekin Close (6 units); Fulbourn Road (8 units); Hawkins Road (9 units at Peter Cowell Close) and Water Lane (14 units at Jolley Ford Court). The Cambridgeshire and Peterborough Devolution Deal included a further £70m to deliver new council housing in Cambridge over a five year programme. Using Right to Buy money and Devolution funding there is a programme to achieve 500 new affordable homes in the city by 2022, with some of these potentially starting on site in 2018/19.
4.2 Work through the planning process and with Registered Providers to enable the delivery of new high quality, energy efficient	Ongoing to March 2020	<ul style="list-style-type: none"> Number of affordable homes delivered on strategic growth sites (Projected figure 479 – actual delivery dependent on external 	<ul style="list-style-type: none"> A total of 431 new affordable homes were completed in Cambridge during 2017/18. The number of new affordable homes built on strategic growth sites was 342 in 2017/18. This includes the completion of the Housing

Action	Completion	Performance measures	2017/18 progress update
homes for rent at sub-market rates		<p>factors)</p> <ul style="list-style-type: none"> Number of affordable homes delivered on other sites (Baseline: 47 affordable homes delivered annually on average from 2014/15-2016/17) 	<p>Development Agency (HAD) Virido scheme at Clay Farm, which was built to high sustainability standards (Code for Sustainable Homes Level 5). This code has since been abolished and new homes are delivered with reference to the Cambridge Sustainable Housing Design guide.</p> <ul style="list-style-type: none"> There were 89 units completed on other sites in 2017/18, including 37 HDA completions across the city and 2 by the Council's Estates and Facilities service, in the period 2017/18.
4.3 Increase provision of temporary housing accommodation for homeless households	Ongoing to March 2020	<ul style="list-style-type: none"> Number of temporary accommodation provided (target to number of units at 95, unless demand over a six month period dictates otherwise) Number of homeless families in bed and breakfast accommodation and accommodation outside Cambridge 	The number of units of temporary accommodation increased from 83 to 95 units in during 2017/18. These were all 2 bedroom properties, which were identified as a priority.
4.4 Continue the Single Homeless Service to provide a local lettings agency to support single homeless people who do not need supported housing to move into private rented accommodation and, in so doing, freeing up spaces in supported accommodation for those who need it	Ongoing to March 2020	<ul style="list-style-type: none"> Number of single homeless people placed into accommodation in the private rented sector per year by the Single Homeless Service (Target 93 people per year) 	108 single homeless people (in Cambridge City) were placed into private rented accommodation with the assistance of the Council's Single Homeless Service.
4.5 Support provision of a Counting Every Adult service, to help homeless people get on a more stable footing and significantly reduce the drain on public resources across sectors, subject to ongoing evaluation of the need for and efficacy of these	Ongoing to March 2020	<ul style="list-style-type: none"> Improvement in mental well-being per client (measured through a questionnaire-based assessment) 	<p>The Council has continued to provide grant aid support to the Counting Every Adult Team at Cambridgeshire County Council.</p> <p>The City Council's Tenancy Sustainment Service also supported over 40 individuals during 2017/18, half of which have mental health issues. We have also started piloting a Dual Diagnosis Street Team (DDST), working with rough sleepers who have both substance misuse and mental health problems. The DDST has secured accommodation for 22</p>

Action	Completion	Performance measures	2017/18 progress update
services			rough sleepers in quarters 2 and 3 2017-18.
Objective 5 - Supporting groups of people that are more likely to experience poverty and social isolation, including children and young people, low income families, people with disabilities, older people, women, and BAME residents			
5.1 Develop and contribute to a city wide Equalities and Diversity Partnership, building on the Equality Pledge, to enable shared learning, a strong cross sector voice, and effective partnership working	March 2018	<ul style="list-style-type: none"> Number of training sessions run for the 15 organisations that are part of the Equality and Diversity Partnership (Target: 5 sessions to be delivered for different equalities groups: women, sexual orientation, minority ethnic, people with disabilities and LGBTQ). Conference held to develop terms of reference around how the Equalities Network will work in partnership with one another and to invite further voluntary and community sector organisations to take part in the network Feasibility study carried out into whether there is demand for a Council of Faiths in Cambridge 	<p>Member organisations have attending training sessions, which focussed on issues experienced by different equalities groups in Cambridge, including where there gaps in provision of support. This training has been delivered by the member organisations that have expertise in supporting the equality group in question.</p> <p>The training sessions were well-attended and well received.</p> <p>A new series of training sessions will start at the end of May 2018, and will be extended to voluntary and community sector organisations that are not currently part of the Partnership in 2018/19.</p> <p>Work took place during 2017/18 to explore and develop the Faiths partnership and the first meeting of the new Faith Partnership will take place in June 2018, focussing on work in schools.</p>
5.2 Continue to provide open access activities for children and young people in local neighbourhoods across Cambridge, including low income neighbourhoods	Ongoing to March 2020	<ul style="list-style-type: none"> Number of open access activities (target 400 per annum) Number of children and young people attending open access activities (target 10,000 per annum) 	The CHYPPS service held 716 universal sessions, which significantly exceeded the target for the year of 400 sessions. There were 26,328 child visits to these universal sessions, substantially more than the annual the target of 10,000. CHYPPS also ran SummerDaze 2017, which provided a successful programme of free events for children and families in the school holidays. 16 "fit and fed" sessions were delivered in Arbury following the free holiday lunches.
5.3 Commission a theatre production to be delivered in secondary schools and community setting in Cambridge, to raise awareness of money issues and financial decisions and	March 2018	<ul style="list-style-type: none"> Number of performances of theatre production delivered in secondary schools and community settings in Cambridge (Target: 15 performances) 	With funding from the Sharing Prosperity Fund, the Council commissioned Alter Ego to develop and deliver a play in schools to engage young people in the issue of financial literacy. The play, titled 'Money Matters', was performed for year 10s and 11 students at 10 schools in Cambridge between 4 and 15 December 2017. There were a total of 13 performances which reached a total of 1,750 students. The

Action	Completion	Performance measures	2017/18 progress update
the effect these can have on young people's lives		<ul style="list-style-type: none"> Total number of young people attending performances (Target: 600 young people) 	<p>performance will be delivered again in 11 schools.</p> <p>Overall the play was well received with 71% of the pupils reporting that the play was good to very good. 77% of students said the play had made them think differently about money. The most common areas where students thought differently about money were the importance of managing their money (31%) and the dangers of getting into debt (28%). After watching the play, 88% of students said that they knew where to go to get financial advice.</p> <p>There was also an additional performance at Brown's Field targeted at young people who are in not in school, and a performance at the Guildhall for parents, carers and professionals.</p> <p>'Reality Cheque', a financial literacy board game has been developed and will be distributed to 16 schools in the Cambridge and South Cambridgeshire, helping students to prepare for managing their finances when they leave school.</p>
5.4 Continue to provide free swimming lessons for children who either come from low income families or cannot swim at the key stage 2 assessment point	March 2018	<ul style="list-style-type: none"> Number of children receiving free swimming lesson following referrals from teachers (baseline of 290 children in 2015/16) Number of schools referring eligible children for free swimming lessons 	<p>A programme of free swimming lessons for low income families was funded from the Sharing Prosperity Fund from 2015/16 to 2017/18). In 2017/2018 free swimming sessions for toddlers and parents at the Kings Hedges and Abbey swimming pools attracted more than 3,000 total attendances by families on low incomes.</p> <p>The programme of free or subsidised swimming opportunities will be continued in 2018/19, with a particular emphasis on providing: 8 weekly sessions during term-time for toddlers and parents promoted through Surestart centres; top-up funding for school groups attending Abbey Pool, Kings Hedges Learner Pool and Parkside Pool to support swimming by low income pupils; and swimming lessons for BAME women on low incomes.</p>
5.5 Continue to work with Cambridgeshire County Council to provide nursery provision at Ross Street Community Centre and Buchan Street Neighbourhood Centre	March 2018	<ul style="list-style-type: none"> Number of childcare places provided at Buchan Street Neighbourhood Centre every weekday morning and afternoon (target 24) Number of childcare places provided at Ross Street Community Centre 	<p>During 2017/18, Moonbeams Nursery has provided childcare at Buchan Street Neighbourhood Centre from 9am-3pm daily. It is currently is providing 32 places for families at these sessions.</p> <p>24 childcare places are also being provided at Ross Street Community Centre for 15 hours each week.</p>

Action	Completion	Performance measures	2017/18 progress update
		every weekday morning (target 24)	
5.6 Continue to provide a programme of free lunches in community facilities and other venues with partners for low income families during school holidays, to reduce costs for families when free school meals are not available, reduce social isolation and provide opportunities for families to access other services	March 2018	<ul style="list-style-type: none"> Number of free lunches served to low income families (baseline of 3020 in 2016/17) Number of people accessing other services and support after attending free lunches 	<p>During 2017/18, the Holiday Lunch Programme provided a total of 2900 free lunches. Of these, 2218 lunches were served in city council community centres, including the Meadows Community Centre, Buchan Street Neighbourhood Centre, Brownsfield youth and Community Centre and Ross Street Community Centre. 682 lunches were provided by local churches, including Barnwell Baptist Church, Church of the Good Shepherd, Christ the Redeemer, and St Thomas's.</p> <p>Residents attending holiday lunches have also been signposted to other services, including debt support, Cambridge City Foodbank, cookery skills classes, and the North Cambridge organiser group.</p>
5.7 Continue to work towards at least 2% of new social housing being fully wheelchair accessible, with a further 8% to meet other specialist needs provided there is an identified need and appropriate support for the residents is available.	Ongoing to March 2020	<ul style="list-style-type: none"> % of new social housing is fully wheelchair accessible (target 2% over three years) % of new social housing is provided to meet other specialist needs (aiming towards 8% over three years) 	<ul style="list-style-type: none"> Of the total 431 new affordable units completed this year, 7 (1.62%) are fully wheelchair accessible. Of the total 431 new affordable units completed this year, 14 (3.24%) meet other specialist need. These measures are an aim, rather than a target. Other than in cases where the Council build or we work directly with a provider to ensure provision for an identified need, we have limited control on what comes forward and when.
5.8 Continue to support the Cambridgeshire Home Improvement Agency (HIA), along South Cambridgeshire and Huntingdonshire District Council, to provide people living in Cambridge who are elderly or vulnerable, who have disability needs, or who are on a low income, to repair, maintain or adapt their homes	Ongoing to March 2020	<ul style="list-style-type: none"> Number of people in Cambridge who are elderly or vulnerable, who have disability needs, or who are on a low income, provided with support to repair, maintain or adapt their homes 	<ul style="list-style-type: none"> The council invested over £730,000 to enable more than 130 people to access support to repair, maintain or adapt their homes. Across the shared Home Improvement Agency service, which is led by Cambridge City Council, approximately 750 people were supported to adapt their home with an overall investment of £4m across all 3 districts.
5.9 Continue to provide good quality modern sheltered housing schemes for older people	Ongoing to March 2020	<ul style="list-style-type: none"> Percentage of residents in sheltered housing who are satisfied with their accommodation (Baseline of 94%) 	<ul style="list-style-type: none"> The Council continues to provide sheltered housing schemes for older people. A survey in March 2018 found that 92% of residents in these schemes were happy with their accommodation.

Action	Completion	Performance measures	2017/18 progress update
		<p>satisfaction in 2016)</p> <ul style="list-style-type: none"> Number of people referred to agencies such as occupational therapy or the Home Improvement Agency in order to make their home safer (Baseline 101 tenants) 	<ul style="list-style-type: none"> In 2017/18, the Council referred 99 people to schemes including occupational therapy and the Home Improvement Agency to help make their homes safer.
5.10 Continue to provide city-wide support service for older people, working with health and social care services at Cambridgeshire County Council and local housing associations	Ongoing to March 2020	<ul style="list-style-type: none"> Number of older people provided with direct support (Baseline of 557 in 2017) Number of older people signposted to support provided by other agencies (Baseline of 210 in 2017) Total increase in non-housing related benefits and income for older people supported by the service (Baseline of £264,212 in 2016/17) Percentage of new clients who feel that the service's intervention has had a positive impact on their independence as an older person (Baseline of 71%) 	<p>The Council's Independent Living Service provided 1324 older people with support in 2017/18, in our sheltered housing schemes, through our visiting support service, or with a community alarm.</p> <p>Of the total people supported in 2017/18, 52 people have been supported to increase their non-housing related incomes by a total of just over £206,000 per annum. This total is made up of a combination of attendance allowance, carers allowance and disability living allowance.</p> <p>In March 2018, 100% of survey respondents who received support from the visiting support service said that the support they received was good or excellent. 81% of respondents in sheltered housing that were receiving support from Independent Living Facilitators said that this had improved the quality of their lives</p>
5.11 Fund a dedicated post to provide additional support for older people in Cambridge who are in financial need to maximise their access to low income benefits (with a particular focus on those aged 85+, single, living alone and Asian women over 65)	July 2018	<ul style="list-style-type: none"> Number of older people receiving support to maximise their benefits (target 50% increase against baseline) Value of additional non-housing related benefits and income accessed by participating older people (target to increase value by £96,000, from a baseline of £264,212 in 2016/17) 	<p>The pensioner poverty project has been funded from the Sharing Prosperity Fund from August 2017-August 2018. The project funds a member of staff for 30 hours a week to undertake targeted work with community groups and alongside the 65+ service to highlight, signpost and support older people who are identified as not accessing benefits and well-being services. From August 2017 to March 2018 the project has helped individuals claim a total of £92,000 a year in extra non-housing related income. It has also provided other support for older people, such as preventing social isolation and promoting digital inclusion.</p>
5.12 Continue to provide targeted	Ongoing to	<ul style="list-style-type: none"> Number of classes delivered per 	36 classes of varying levels and ranges of sporting activities are offered

Action	Completion	Performance measures	2017/18 progress update
sports development work in partnership with Forever Active and Cambridgeshire and Peterborough Clinical Commissioning Group (CCG), including work to reduce falls amongst older people	March 2020	<p>week for people aged over 55 (target 15)</p> <ul style="list-style-type: none"> Number of strength and balance classes delivered per week to help reduce falls amongst older people Number of attendances by older people at classes 	<p>across the City for over 55's.</p> <p>Of these 14 classes are specifically targeted for Strength and Balance and seated activity classes, and run on a weekly basis in a variety of locations throughout the City.</p> <p>Attendances at the strength and balance classes have been over XXX for the last year, and the Council and Forever Active are working together to promote the range of classes on offer in neighbourhoods</p>
5.13 Recruit volunteers to work with the Council's Independent Living Service and provide social support for older people, and signpost older people to befriending schemes delivered by VCS organisations	Ongoing to March 2020	<ul style="list-style-type: none"> Number of volunteers taking part in befriending schemes delivered by the City Council or voluntary and community organisations (Target 25) 	The Council's Independent Living Service currently has 14 Digital champion volunteers delivering digital drop in classes in 4 sheltered housing schemes across the city. There are a total of 23 other volunteers (7 non tenants and 16 tenants) carrying out a variety of roles including sheltered housing scheme activities, social club volunteers and manning reception at Ditchburn Place. The Independent Living Service has referred 28 older people to befriending services schemes
5.14 Work with partners and voluntary groups to develop and deliver a programme of inclusive and accessible events as part of the annual "Cambridgeshire Celebrates Age" festival	Ongoing to March 2020	<ul style="list-style-type: none"> Number of inclusive and accessible events included in Cambridgeshire Celebrates Age programme (Baseline of 25 events in 2016) 	The Cambridgeshire Celebrates Age committee has promoted and publicised a brochure of ongoing activities in Cambridge during 2017. The Council's Neighbourhood Community Development Team supported the committee during the year and provided the activities listed under action 5.15 below.
5.15 Continue to run and support groups for older people in community facilities operated by the Council and partner organisations in low income areas of Cambridge	Ongoing to March 2020	<ul style="list-style-type: none"> Number of groups and events supported Number of attendees at groups and events <p>Increased independence of groups or engagement by older people in programme development</p>	<p>The Council has continued to support the following groups for older people: 50+ friends at Akeman Street Community Centre (no longer meeting since autumn 2017); Romsey Hub at Ross Street Community Centre; crochet group at Lawrence Way; and Mayfield Seniors.</p> <p>The Council has supported each group in different ways according to their needs – including helping with grant applications, programme ideas, trips, volunteers, linking them to other services or support as necessary and being in the building when groups are running in order to be on hand to provide support:</p> <p>The Council also directly delivered the following activities for older people:</p> <ul style="list-style-type: none"> 2 quizzes at Buchan Street Neighbourhood Centre as part of the Broaden Your Horizons project (60 attendees in total)

Action	Completion	Performance measures	2017/18 progress update
			<ul style="list-style-type: none"> • A programme of 16 events for seniors in partnership with the Museum service (244 attendees in total) • Cooking skills sessions for a group of older people in conjunction with Cambridge Sustainable Food as part of the Thyme to Cook project • Supported the setting up of a lunch club to be run by different partners in the Trumpington area
5.16 Continue to provide regular free health sessions for BAME women	Ongoing to 2020	<ul style="list-style-type: none"> • Number of BAME women attending free health sessions • Number of women from target communities attending these sessions 	The Council continued to provide regular free health sessions. The sessions were open to all, but they were promoted to BAME communities and women on low incomes. As a result attendees were largely, but not exclusively, from BAME communities, and often older women, mothers with small children, or single parents. 3 monthly sessions were held during 2017/18, with an average of 20 women attending each of the sessions. A meal was provided at each session and pre-school children were catered for.

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Item

PROCESS FOR FUNDING WORK ON ANTI-POVERTY OUTCOMES

To:

Councillor Richard Johnson, Executive Councillor for Communities
Community and Environment Scrutiny Committee [28/06/2018]

Report by:

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Wards affected:

Abbey, Arbury, Castle, Cherry Hinton, Coleridge, East Chesterton, King's Hedges, Market, Newnham, Petersfield, Queen Edith's, Romsey, Trumpington, West Chesterton

Not a Key Decision

1. Executive Summary

- 1.1 A dedicated Sharing Prosperity Fund (SPF) was created in 2014 to support pilot projects which contribute to the objectives of the Anti-Poverty Strategy (APS). The current SPF process has provided a mechanism to enable the Council to allocate significant resources to anti-poverty initiatives over the past four years.
- 1.2 This report proposes changes to the process for allocating funding to anti-poverty projects. The changes aim to ensure that: projects continue to deliver value for money; the process is transparent and accountable; and there is clarity for officers and voluntary and community sector organisations regarding opportunities to bid for funding.

- 1.3 The Council currently awards almost £2 million annually in grants to voluntary and community sector organisations through 9 different grant funds, including the SPF. It is proposed that over the next 12 months officers will conduct a wider review of grants processes. This will explore the potential for a single corporate grants ‘gateway’ for all grant funds and the potential for multi-year funding agreements for some VCS organisations to help support the future sustainability of the sector.

2. Recommendations

- 2.1 The Executive Councillor is recommended to:

1. Approve the proposed changes to the process for allocating funding to anti-poverty projects set out at 4.1 to 4.3 in this report.
2. Ask officers to conduct a wider review of Council grants processes, with a particular focus on the proposals set out at 5.3 in this report, and report back to this Scrutiny Committee with recommendations in due course.

3. Background – Sharing Prosperity Fund

- 3.1 *Page: 2*

A dedicated Sharing Prosperity Fund (SPF) was created in 2014 to support pilot projects which contribute to the objectives of the Anti-Poverty Strategy (APS). Money has been allocated to the Sharing Prosperity Fund as ear-marked reserves on an annual basis through the Budget Setting Report (BSR) in February 2015, 2016, 2017 and 2018, and through the Medium Term Financial Strategy (MTFS) in October 2016 and 2017. To date a total of £1,634,760 has been allocated to the SPF.

- 3.2 The current process for approving funding of projects was agreed at full Council on 25 February 2015. In accordance with the Council’s delegation and approval processes outlined in the Council’s Constitution, approval of allocations from the Sharing Prosperity Fund differs depending on the amount of funding required:

- Projects costing £15,000 or less are approved by the Head of Corporate Strategy, subject to endorsement by the (officer) Anti-Poverty Strategy Project Board.
- Projects costing more than £15,000 are considered by the Anti-Poverty Strategy Project Board and then submitted for approval by the Executive Councillor for Communities.
- Projects costing over £75,000 are reviewed at Strategy and Resources Committee, subject to the need to make urgent decisions.

- 3.3 Money can be allocated from the fund to projects at any point in the year. Where circumstances have required this, some projects have been approved in isolation. However, in practice the majority of projects have been approved as part of funding two funding 'rounds' each year. Funding rounds have followed the process shown in the diagram at Appendix A.
- 3.4 The Council invests a significant amount annually in mainstream service activity which supports vulnerable people and residents on low incomes. The current SPF process has provided a mechanism to enable the Council to allocate significant resources to additional, targeted initiatives that contribute to delivery of the Council's Anti-Poverty Strategy. The SPF has been used to support 28 projects between 2014/15 and 2019/20.
- 3.5 The Sharing Prosperity Fund has primarily been used to support projects delivered directly by the Council. However, in areas where the Council does not have the capacity or skills to deliver particular projects, officers have commissioned relevant voluntary and community sector groups to deliver projects which meet the Council's Anti-Poverty objectives, including Cambridge Citizen's Advice Bureau (CAB), Cambridge Sustainable Food (CSF) and Cambridge Online.

4. Proposed process – Funding for anti-poverty projects

- 4.1 It is proposed that funding for anti-poverty projects is separated into two elements:

1. a process for allocating funding to City Council-led anti-poverty projects.
2. a grant fund open to applications from all voluntary and community sector (VCS) organisations for projects that would help deliver the Council's anti-poverty objectives.

4.2 For City Council-led projects, it is proposed that:

- Funding is allocated to projects via the Council's existing Budget Process. A proposed process is set out in Appendix B.
- City Council-led projects would be clearly identified in the BSR as 'reducing poverty' projects, which would continue to signal the Council's commitment to addressing poverty in Cambridge.
- 'Reducing poverty' projects funded through the BSR could include both revenue and capital projects.
- A responsive budget would be retained to fund additional anti-poverty projects in response to any immediate needs or emergency issues affecting residents on low incomes in the city that could not wait until the Medium Term Financial Strategy (MTFS) or the BSR. The responsive budget would be used to support projects only if there were no other budget available to support them.
- The value of the responsive budget will be agreed through the BSR, but it is recommended that the value should be around £30,000, as this is the average value of projects funded through the SPF.
- The responsive budget would be available throughout the year. Projects for funding from the responsive budget would be considered by the officer Anti-Poverty Project Board and then submitted for approval by the Executive Councillor for Communities.

4.3 For the VCS grant fund, it is recommended that:

- Funding for anti-poverty projects delivered by VCS organisations would be incorporated into the Council's Community Grants. A proposed process for allocating this funding is set out in Appendix B.

- An additional funding priority of 'reducing poverty' would be added to the Community Grants. Voluntary and community sector organisations would be able to apply for funding under the 'reducing poverty' priority of the Community Grants. Projects funded under this priority would be identified as such in public reports on the Community Grants, including Scrutiny Committee reports.
- Projects funded under the 'reducing poverty' priority of the community grants would primarily be revenue projects. The funding would not support large capital projects, but some limited capital costs could be funded if they contribute to the delivery of the expected outcomes from the project. This approach is consistent with the existing criteria for the Community Grants.
- An additional annual budgetary allocation will be made to the Community Grants. These allocations will not be ring-fenced to the 'reducing poverty' priority. This will provide the flexibility needed to allocate funding to the best bids from VCS groups, without being constrained by set budgets for particular priorities. This is consistent with the current approach to the Community Grants, which has an overall focus on 'reducing social and/or economic inequality'. There are a number of different priorities within the Community Grants, but the funding available is not ring-fenced to particular priorities.

4.4 There is currently no additional budget allocated to the Community Grants in 2019/20. The Outturn report for the Communities Portfolio for Environment and Community Services Committee on 28 June 2018 will include a recommendation that an additional budget of £100,000 is allocated to the Community Grants budget in 2019/20. The consolidated Outturn report going to Strategy and Resources Committee on 2 July 2018 and to Council on 19 July 2018 will include the same recommendation.

4.5 This will enable the Council's grants team to advertise the Community Grants to the voluntary sector in August with both an additional 'reducing poverty' priority and a confirmed additional budgetary contribution. This will help provide clarity for voluntary and community organisations regarding the amount funding available when they submit

applications. It will also ensure that the changes proposed to the Community Grants are compliant with the Council's commitments under the Cambridgeshire Compact.¹

- 4.6 For 2020/21 and subsequent years, the additional budgetary allocation to the Community Grants will be made in the BSR. The amount to be allocated is a budgetary decision to be taken in as part of the budget-setting process in future years.
- 4.7 An annual report would continue to be provided to Environment and Scrutiny Committee on progress in delivering actions in the Council's Anti-Poverty Strategy. This report would set out the total value of 'reducing poverty' projects funded through the BSR and the Community Grants.
- 4.8 The proposed approach outlined at 4.1 to 4.3 above would have the following benefits:
- Visibility – All projects would clearly be identified as 'reducing poverty' projects, which would continue to signal the Council's commitment to addressing poverty in Cambridge.
 - Value for money – The proposed process would ensure that anti-poverty projects are considered by officers and Members alongside other BSR bids from across the Council or other Community Grants applications from VCS organisations. This degree of comparison and competition would help ensure that projects are supported that provide value for money and deliver anti-poverty outcomes.
 - Transparency and accountability – The proposed process will provide greater opportunities for members to scrutinise projects before funding is awarded, which will ensure transparency and accountability in the process.
 - Equity – The proposed process would ensure that all voluntary and community sector organisations would have an equal opportunity to

¹ The Cambridgeshire Compact is a partnership agreement setting out the principles for a productive relationship between statutory bodies and voluntary and community organisations in the County.

apply for funding to deliver anti-poverty projects, as the Community Grants are promoted to all VCS groups in the city.

- Responding to need – The proposed process would enable officers and voluntary and community groups to identify needs in the community and submit funding bids for projects that would address these needs. It is anticipated that opening the funding to all VCS organisations could help generate new ideas for activities that will help deliver the key priorities identified in the Anti-Poverty Strategy, as many VCS organisations work directly with low income residents and have an understanding of their needs.
- More planned approach to developing projects – The proposed process would provide certainty for Council officers and VCS groups about deadlines for bids and applications, which would ensure projects are developed in a planned way and that they have the staff capacity and resources in place to deliver projects.

5. Wider grants review

- 5.1 The Council currently awards grants to voluntary and community sector organisations from a number of different grant funds. In recent years a number of grant funds have been incorporated into the Community Grants, but, as shown in the table below, there are still 9 separate grant funds awarding up to a total of almost £1.8 million annually in grants.

Grant fund	Service	Budget
Community Grants (main grants)	Community Services	£840,000
Area Committee Community Grants	Community Services	£60,000
Homelessness Prevention Grants	Housing services	£689,466
Sharing Prosperity Fund	Corporate Strategy	£100,000 ²
Crime and Disorder Reduction	Community Services	£39,000

² On average £300k per annum has been allocated from the SPF to projects over the past four years (2014/15-2017/18). The amount allocated from the SPF to projects led by voluntary and community organisations per year is variable, but has averaged £100k per annum

Grants		
Sustainable City Grants	Corporate Strategy	£30,000
Safer City Grants	Community Services	£10,000
Safer City – Area Committee		£10,000
Cycling and Walking Grants	Environmental Services	£11,000
Twinning Grants	Corporate Strategy	£2,600
	Total	£1,792,066

5.2 The processes associated with each grant fund have been developed separately over time, with the result that there are significant variations in the way that the different funds are managed. This includes: varying degrees of publicity; differing approval processes; decisions being made at different points in the year; and varying approaches to monitoring and evaluating of grant-funded projects.

5.3 It is proposed that over the next 12 months officers will conduct a wider review of grants processes. This will include:

- exploring the potential for a single corporate grants ‘gateway’ for all grant funds awarded by the Council to the voluntary and community sector. This would bring greater consistency to the Council’s grant process by ensuring that all grants are advertised at the same time and following the same application, assessment and approval process and timetable.
- considering offering some multi-year (up to 3-year) funding allocations to provide greater certainty for projects which require more than one year to develop and deliver. It could also help increase the sustainability of the sector at a time when organisations are experiencing greater financial pressures.

5.4 The benefits of a single corporate grants ‘gateway’ could include:

- More efficient process – Moving to a single grants gateway could provide a more consistent and proportionate process for allocating grants across the Council’s policy priorities

- Increased clarity for the voluntary sector – Adopting a more consistent approach to publicising grants through a single grants gateway could provide greater clarity for the voluntary sector regarding the range of funding opportunities provided by the Council.
- Increased transparency - A single grants gateway could also increase transparency by providing a consistent level of Member scrutiny for all grants. The varying approval processes currently mean that Members have greater opportunity to scrutinise allocations from some funding streams than others.
- Increased value for money – Moving to a single grants gateway could help ensure value for money by adopting a more consistent approach to monitoring and evaluating the impact and outcomes from grant-funded activities.

5.5 The key stages in this work would be:

- To further clarify the criteria, processes and approvals for each of the major grant funds.
- To carry out a full options appraisal to identify the benefits and risks associated with bringing each of the main grant funds into a single gateway.
- Discussions with lead officers and Executive Councillors regarding the potential to take this forward for each grant stream.
- Implementation - a single 'gateway' could potentially be implemented for grants to be awarded for activity in 2020/21, with applications being submitted by voluntary groups in in summer 2019.

5. Implications

(a) Financial Implications

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The proposed changes outlined at 4.3 above would require an additional budgetary allocation to be made to the Community Grants budget on an annual basis. For grants for 2020/21 onwards, this budgetary allocation could be made through the Budget Setting Report.

For grants in 2019/20, no additional budgetary allocation has yet been made. An allocation would need to be made through the Mid-Term Financial Statement (MTFS) in October 2018. The Community Grants for 2019/20 will be advertised to voluntary and community groups during July and August 2018, so applications will need to be made subject to the availability of funding being confirmed in the MTFS in October.

(b) Staffing Implications

The proposed changes to the process for allocating funding to anti-poverty projects outlined at 4.1 to 4.3 above would not have any staffing implications.

The proposal for a single grants gateway could potentially create limited efficiencies by reducing the number of different services administering separate processes. However, depending on the model adopted, a single gateway may need greater capacity in Community Services to administer a single, larger process. Staffing implications will be considered in more depth as part of the proposed wider grants reviewed.

(c) Equality and Poverty Implications

An Equality Impact Assessment (EqIA) has been produced to assess the impact of the changes proposed in this report. This EqIA is published on the Council's website here: <https://www.cambridge.gov.uk/equality-impact-assessments>

(d) Environmental Implications

There are no environmental implications associated with the changes proposed in this report.

(e) Procurement Implications

The proposed changes outlined in this report would help ensure that the Council's grant processes are consistent with current procurement good practice. Specifically, the Council's procurement and legal services have advised that it would be good practice to publicise all Council grant-funding opportunities to all eligible VCS groups in the city. The proposals set out at

4.1, 4.2, 4.3 and 5.3 would ensure that the all grant funding is publicised to all eligible VCS groups.

(f) Community Safety Implications

There are no community safety implications associated with the changes proposed in this report.

5. Consultation and communication considerations

A workshop was held in March 2018 involving the lead officers for each of the funds listed above to explore commonalities and differences in criteria and allocation processes. Initial discussions have been held with relevant Executive Councillors regarding the proposed wider review of grants.

6. Background papers

No background papers were used in the preparation of this report.

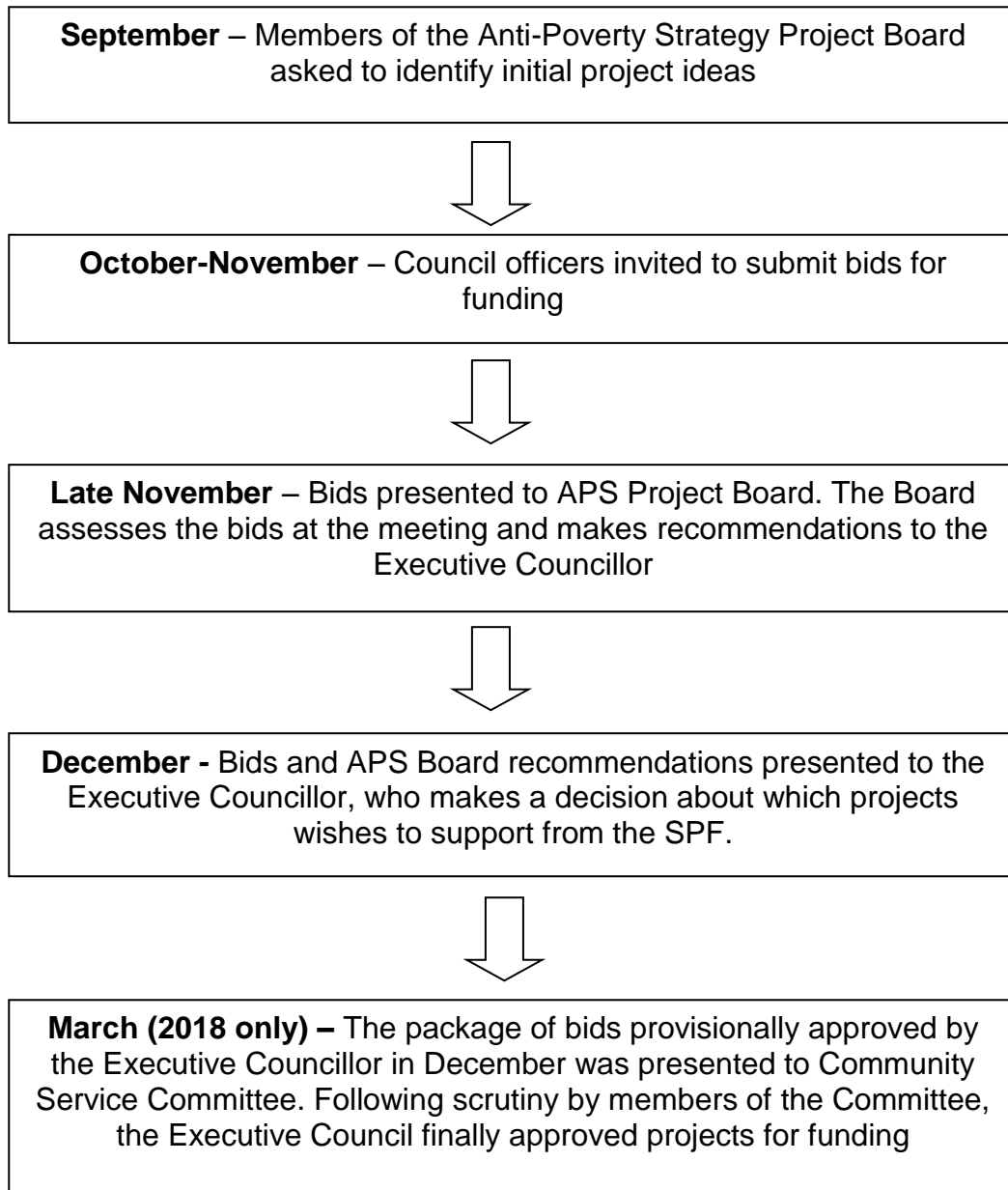
7. Appendices

- a) Current Cambridge City Council SPF process – as at June 2018
- b) Proposed new Cambridge City Council process for ‘reducing poverty’ projects – from July 2018 onwards

8. Inspection of papers

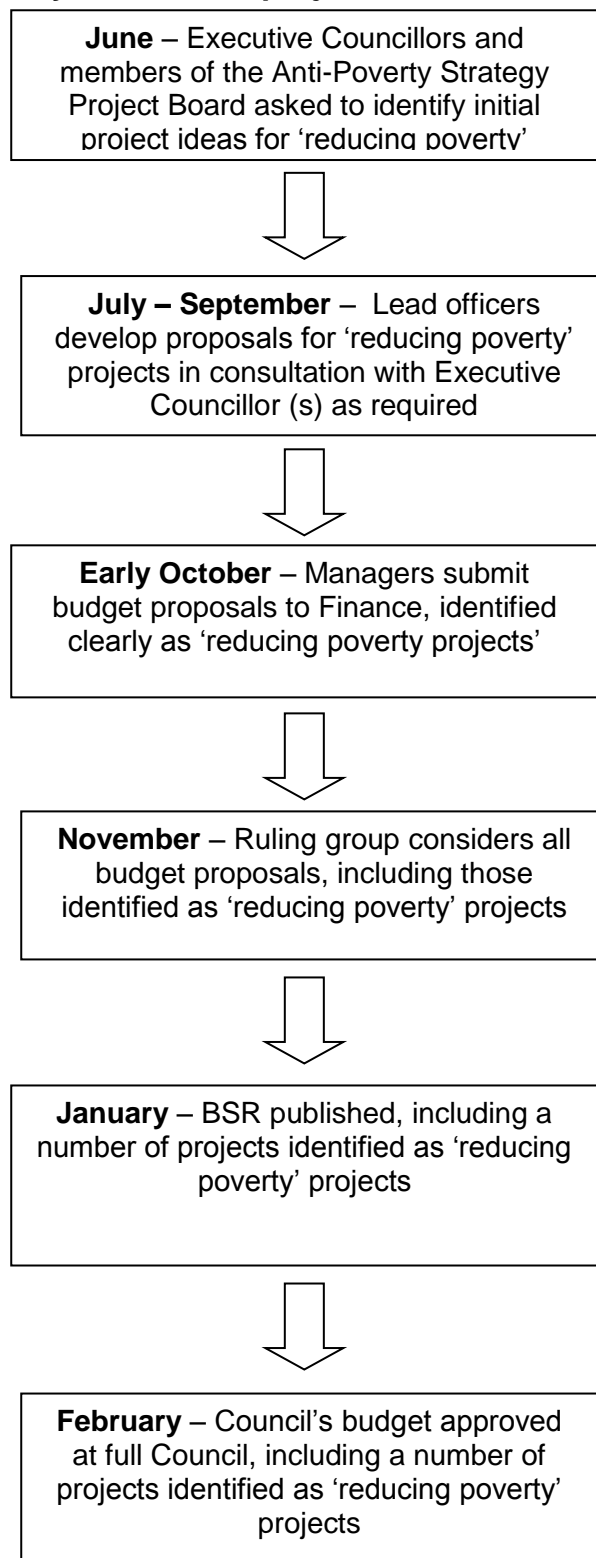
To inspect the background papers or if you have a query on the report please contact David Kidston, Strategy and Partnerships Manager, tel: 01223 - 457043, email: david.kidston@cambridge.gov.uk.

Appendix A – Current Cambridge City Council SPF process – as at June 2018

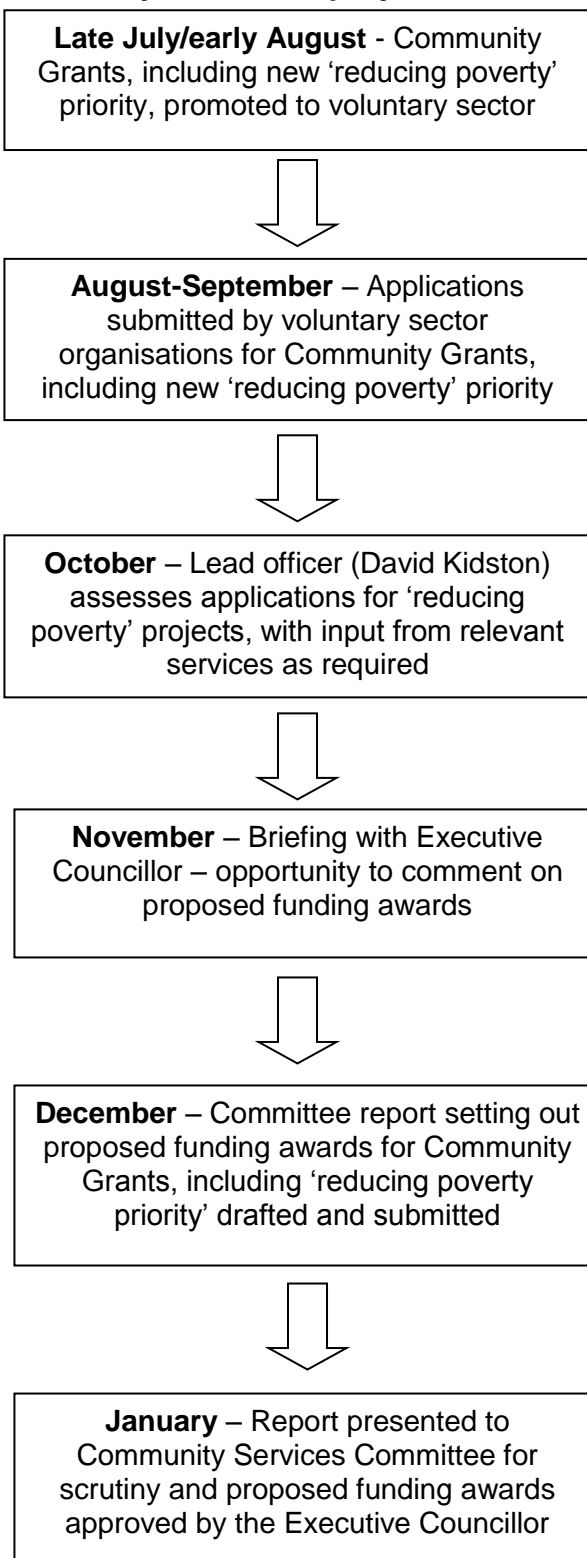


Appendix B – Proposed new Cambridge City Council process for ‘reducing poverty’ projects – from July 2018 onwards

City Council-led projects



Voluntary sector-led projects



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Item

S106 COMMUNITY FACILITIES FUNDING ROUND 2018

To:

Councillor Richard Johnson, Executive Councillor for Communities
Environment and Community Scrutiny Committee 28/06/2018

Report by:

Jackie Hanson, Community Funding and Development Manager
Tel: (01223) 457867 Email: jackie.hanson@cambridge.gov.uk

Wards affected:

Abbey, Arbury, Castle, Cherry Hinton, Coleridge, East Chesterton, King's
Hedges, Market, Newnham, Petersfield, Queen Edith's, Romsey,
Trumpington, West Chesterton

Key Decision

1. Executive Summary

- 1.1 In line with the arrangements agreed by the Executive Councillor on 18th January 2018, for the Community Facilities S106 funding round 2018, applications have been invited for proposals to improve community facilities in Cambridge. Eleven applications have been received and assessed against the S106 selection criteria. This report summarises those applications and assessments and makes nine recommendations for S106 funding.
- 1.2 This report also takes stock of other S106 issues which come within the Executive Councillor's portfolio and:
 - a) reviews community facilities and outdoor/indoor sports S106 funding already allocated to particular existing projects;
 - b) considers further opportunities for allocating community facilities and outdoor sports S106 funding to projects already identified as priorities in the Council's Community Centre Strategy and Playing Pitch Strategy.

2. Recommendations

The Executive Councillor is recommended to:

2.1 agree the following S106 Community Facility grants and funding, detailed in Section 3 and Appendices 1 and 2, subject to:

- planning and building control requirements satisfactorily met
- business case approval
- signed community grant agreement, securing appropriate community use of the facilities
- any other conditions highlighted in the report

Ref	Grant	Organisation	Purpose
R1	£31,000	Cambridge Museum of Technology (Abbey)	New kitchen, accessible toilets, equipment (chairs, projector screen and speakers)
R2	£50,000	Arbury Community Centre (King's Hedges)	Refurbishment and reconfiguration of large hall
R3	£30,000	St Clement's Church (Market)	Platform lift and protective railings around the lift area to enable main entrance accessibility
R4	£100,000	St John's Church (Queen Edith's)	Extension, new kitchen block, new toilet block and access, accessibility alterations front and rear entrances
R5	£24,000	Netherhall School (Queen Edith's)	Improvements to dining hall, involving the removal of the stage and replacing the flooring increasing available area
R6	£15,000	Nightingale Community Group (Queen Edith's)	Improvements to existing meeting hut in the community garden at Nightingale Recreation Ground, including seating, tables, serving hatch and external rain shelter with bio-diverse roof
R7	£21,000	Romsey Mill (Romsey)	Improvements to community room, kitchen, multi-purpose community hall, arts room and music studio
R8	£15,000	Empty Common Community Garden Group (Trumpington)	Wooden community meeting hut within Empty Common community garden

Ref	Funding	Organisation	Purpose
R9	All available generic S106 funding from Petersfield – circa £74,600	Cambridge City Council – funding allocation	For a Community Facility on the Mill Road depot site: contribution towards construction with any surplus funds to contribute towards the fit out and equipment for this building

2.2 increase the community facilities S106 funding contribution for the new Nightingale Avenue Recreation Ground Pavilion from £33,000 up to £150,000 towards the increased overall project budget of £425,000. This reduces the outdoor sports S106 funding allocation from £370,000 to no more than £275,000. (Detailed in Section 4).

2.3 allocate up to £250,000 for increased hockey pitch provision, to be available for community use, at the Cambridge University Sports Ground, subject to community use agreement. (Detailed in Section 5).

2.4 allocate up to £25,000 of indoor sports S106 funding as a grant to Netherhall School for the provision of inclusive fitness equipment for its new community gym and fitness studio. (Detailed in Section 6).

2.5 request officers to review and report back to this Committee any of these S106-funded projects which do not progress to the implementation stage within 18 months.

3. S106 Community Facility Grants

3.1. The Council has secured generic, off-site S106 funding from developers, under a range of contribution types, to help mitigate the impact of local development prior to the changes to the national regulations in 2015. An overview can be found at: www.cambridge.gov.uk/our-approach-to-s106.

3.2 Community facilities S106 funding can be used for ‘the provision of, improvement of, or better access to’ buildings/structures in which local people/groups can meet for social or community activities. Examples of the types of projects which have already been funded using S106 funding include improvements to meeting halls/rooms, upgrades to kitchens, toilets, storage, furniture and equipment. The current Planning Obligations Strategy 2010 includes in its definition of community

facilities those which help meet the varied needs of the residents of Cambridge, including social activities.

3.3 Following a report on 18th January 2018 to Community Services Scrutiny Committee, the Executive Councillor for Communities agreed the arrangements and selection criteria for the S106 community facilities 2018 funding round. The key points were that:

- grant applications for improvements to community facilities in Cambridge would be invited from local groups and organisations (including proposals from officers for improvements to City Council owned or managed buildings);
- the funding opportunities would be widely publicised, whilst also managing expectations about variations in S106 funding availability across the city;
- the selection criteria would remain much the same as recent S106 rounds (detailed in paragraph 3.7 below);
- councillors would have the opportunity to comment on proposals relating to their wards, which are deemed eligible for S106 funding;
- the assessment of applications received and recommendations for S106 funding would be reported back to the scrutiny committee meeting on 28th June 2018.

3.4 There is a finite 'pot' of generic, off-site community facilities S106 funding, which is shrinking. This remaining funding is also spread unevenly spread across the city. The latest provisional analysis of generic S106 Community Facilities funding availability by ward, rounded to the nearest £5,000, is set out in the table below:

NORTH		EAST	
Arbury	£0	Abbey	£70,000
East Chesterton	£50,000	Coleridge	£110,000
King's Hedges	£65,000	Petersfield	£75,000
West Chesterton	£0	Romsey	£95,000
SOUTH		WEST/CENTRAL	
Cherry Hinton	0	Castle	£0
Queen Edith's*	£275,000	Market	£45,000
Trumpington	£85,000	Newnham	£0

*includes over £155,000 for new/improved community facilities in the vicinity of the Bell School site. The remainder is from other sites elsewhere in the ward.

- 3.5 As explained in the January 2018 report, there are four considerations regarding this funding availability:
- (a) In wards where no 'community facilities' S106 funding is available, it would be difficult to support grant applications.
 - (b) The ability of projects to mitigate the impact of developments is not necessarily confined by ward boundaries. It may be possible to draw on funding from a number of neighbouring wards, particularly in more densely populated parts of the city, where wards are close to one another. At the same time, it is more difficult to justify the use of S106 funds from one ward for a project more than a mile or so away in another ward, even in the same area.
 - (c) Previous S106 grants have been around £100k-£150k and opportunities for grants of a similar size are now limited.
 - (d) This analysis of funding available represents a point-in-time snapshot of current S106 funding availability. Officers will continue to review how remaining unallocated contributions are allocated to projects. As a result, the profile of funding availability from ward to ward may change.
- 3.6 Grant applications were invited from local organisations, including the Council itself, from early February until the 3 April 2018 deadline.
- (a) This was publicised via the Council's website, news releases, social media and emails to Councillors, equalities groups and those who had expressed an interest in applying.
 - (b) To help manage expectations amongst prospective applicants, updates in February and March 2018 were posted on the S106 priority-setting web page. The Council regularly reviews funding allocations to ensure best available 'fit'.
- 3.7 The eleven applications received from local organisations have been assessed by officers, which included visits, against the S106 selection criteria which focus on the need for proposals to:
- (a) be eligible for community facilities S106 funding (e.g. within the city, not for repairs, maintenance or like-for-like replacements);
 - (b) be affordable within the 'community facilities' S106 funding available within that part of the city to which the proposal relates;

- (c) demonstrate that it would represent an effective use of resources in line with the city council's strategic objectives;
- (d) provide additional benefit;
- (e) be accessible, in line with Council equalities policies;
- (f) be realistic, achievable and ready to be considered; and
- (g) be financially viable with robust management plans.

3.8 The applications are detailed in Appendix 1 and the assessments are detailed in Appendix 2. In general, those not recommended for an award do not meet one or more of the selection criteria above.

4. Nightingale Avenue Recreation Ground Pavilion

4.1 In December 2015, the South Area Committee agreed to allocate £403,000 of devolved S106 funding for the provision of a new Pavilion at Nightingale Avenue Recreation Ground. At that time, this improved facility was primarily for sports and this was reflected in the way that the budget was made up of £370,000 of outdoor sports S106 contributions and around £33,000 of community facilities S106 contributions. The priority-setting decision to allocate funding for this proposal has already been made and the development of this project has reached an advance stage. The purpose of including this project in this report is to primarily review the mix of outdoor sports and community facilities S106 funding.

4.2 Since the project was allocated the £403,000 of S106 funding, three important factors have come into play.

- (a) Consultation with the local community, residents' association and Friends of the Recreation Ground has drawn out the need for a much larger space to be designed within the building to be able to be used as a community meeting space for local residents, groups and clubs.
- (b) As mentioned in the report to the Community Services Scrutiny Committee last January, the Building Stronger Communities Strategy highlighted the need to increase access to community facilities provision in Queen Edith's ward.

(c) Further community facilities S106 instalments have been received from the Bell's School site developments for new/improved community facilities in the vicinity of the Bell School site. This would enable the Council to increase the level of community facilities S106 funding for this project substantially.

- 4.3 The design now incorporates a large multifunctional room at the front of the building along with separate kitchen and storage facilities that can be used by a wider range of groups. The kitchen will also be specified to allow for a pop-up community café to be run or just serve teas and coffees on match days when junior football is in session.
- 4.4 With the uplift in community meeting space now envisaged within the building, it would now be appropriate to increase the original allocation of community facilities S106 contributions from £33,000 up to £150,000, an increase of up to £117,000. This would reflect the space and accessibility the pavilion will now offer as a community hub for local residents rather than just a set of changing room provision for the grass pitches on the recreation ground.
- 4.5 Due to the rise in building costs and increase in footprint since the allocation of the funding an increase of £22,000 on the original £403,000 budget is now requested, to provide a capital budget of £425,000 for the delivery of the new facility. These changes would mean that the levels of outdoor sports S106 funding for the Pavilion project would reduce from £370,000 to no more than £275,000. The outdoor sports contributions no longer allocated to this project will be reinvested in other outdoor sport facility improvement projects in the city that will benefit the South Area.
- 4.6 The project team is currently finalising the exterior design, and a planning application will be submitted in late summer 2018. Assuming that planning permission is granted and the project then receives business case approval by the Council's officer-level Capital Programme Board, the Recreation team, are hoping to procure the build through a modular construction technique. This will limit the amount of construction and disruption time on site and deliver a valuable sporting and community asset at Nightingale Recreation Ground for all to use.

5. Cambridge University Sports Ground – Hockey Pitches

- 5.1 It was in the 2015/16 funding round that the Council first received a S106 funding application from the University of Cambridge, in partnership with Cambridge City Hockey Club for improved hockey pitch provision, for community use, at the University's Sports Ground. The officer assessment of the application, which was reported to the Community Services Scrutiny Committee in October 2015, gave it a provisional 'yes'. However, the report did not make firm funding recommendations at the time as sports strategies were still being developed. Since then, progress has been made on three fronts.
- 5.2 The joint Playing Pitch Strategy, between the City Council and South Cambridgeshire District Council was adopted in June 2016. This identified that, to accommodate future population growth and development in the sport, a further three artificial sand based pitches were required for Hockey training and league games. It noted England Hockey's approach to facility development for Hockey is to create, where possible, multi-pitch hubs.
- 5.3 Work has been ongoing between the University sports department and Cambridge City Hockley Club culminating in planning permission being granted in March 2017 (17/0473/FUL) for the addition of two floodlit hockey pitches on the Wilberforce Road Sports and Athletics complex, along with the existing floodlit pitch will create a three pitch hockey hub.
- 5.4 The Council has recently received confirmation that the applicants are now in a position to move forward with the improved hockey pitch provision. The Council is being asked for up to £250,000 of Outdoor Sports S106 contributions as the final funds needed to deliver the project. This would secure full community use and public access to all three floodlit pitches and changing facilities within the University's Wilberforce Road site.
- 5.5 This level of investment is in line with other S106 outdoor sport contributions for single artificial pitch investments over previous years and the Wilberforce Road site is key to unlocking 3G artificial pitch provision and future investment around the City and moving all Hockey play onto sand based artificial pitches.

- 5.6 The delivery of other artificial pitches at ARU's site on Howes Place, and potentially St. Mary's School sports pitch application for their Long Road site, and this hockey Hub at Wilberforce Road will completely deliver on all current and future growth requirements for sand based pitches for Hockey in both the City and South Cambridgeshire.

6. Netherhall School Gym – Fitness equipment

- 6.1 The Netherhall Academy made an application in the 2015/16 S106 funding round, which was reported to the Community Services Scrutiny Committee in October 2015. This requested an indoor sports S106 grant towards fitting out their new community gym with some specialist pieces of adaptive disabled fitness equipment from the Inclusive Fitness Initiative (IFI). The application was given a provisional 'yes' from officers but was deferred to be considered at a later time when the delivery timescale for its wider, community gym had been finalised and was ready to be delivered. It is this funding (up to £25,000) of indoor sports S106 funding that is now requested.
- 6.2 This request is ready to be considered because the Netherhall Academy is now in a position to deliver the wider community gym project. Contractors are in place and are planned to start in July for completion in October. This will convert some space within its sports centre to provide a 30 station gym and a fitness/martial arts studio. This new community gym will be available for school use during the day and open for public use from 5pm onwards weekdays and 9am-7pm at the weekends. This wider community gym project is being part-funded by S106 contributions from the Bell School site development and from an additional £64,000 of indoor sports S106 funding that was allocated in 2014/15.
- 6.3 The Academy is working with the Active Lifestyles team on the new community gym project and the gym will become a referral centre on the City's Exercise Referral programme. The community gym will be available for public use after school hours, but the Academy will be offering set times during the day within curricular hours for exclusive sessions for exercise referral, cancer rehabilitation, and works with Addenbrookes outpatients.
- 6.4 As the community gym project is entering into the delivery stage the Academy now requests their application for funds of up to £25,000 for

the IFI equipment be considered to help fit out the gym with 4-6 pieces of adaptive equipment for community use.

7. Implications

- 7.1. **Financial implications:** This report has already highlighted that generic S106 funds are running down and are not evenly spread.
- 7.2 Depending on the projects allocated S106 funding in this grant round (in terms of size and ward location), future rounds may need to be more narrowly focused on certain parts of the city. Consideration may also need to be given to using residual generic contributions to supplement the funding of projects for which specific projects are being collected.
- 7.3. **Staffing implications:** Most projects funded from 'community facilities' S106 contributions tend to be based on grants to community groups and local organisations. Council officers are involved in developing business cases and community use agreements, before grants can be issued, and then supporting and monitoring the grant recipients' project delivery progress and compliance with grant agreements.
- 7.4 **Equality and Poverty implications:** The arrangements and selection criteria for S106 funding aim to provide a fair and consistent approach for priority-setting decisions. In line with the existing equality impact assessment of the arrangements for S106 priority-setting rounds, officers raised awareness of the S106 funding round and bidding process amongst groups representing the range of equality strands, whilst managing expectations about the availability of S106 funds.
- 7.5 All successful S106 grant applicants are required to sign a community use agreement. This confirms that the facilities being improved through a S106-funded project will be made accessible to the public and this clearly highlights all of the protected characteristics.
- 7.6 **Other implications:** Environmental, community safety and procurement implications are addressed as part of the business case appraisal for projects that are selected via the S106 priority-setting process.

8. Consultation and communication considerations

- 8.1 The arrangements taken to publicise the funding available and application process is detailed in 3.4.

9. Background papers

Background papers used in the preparation of this report:

- (a) 'Community facilities S106 funding' report to Community Services Scrutiny Committee on 18th January 2018

Further information (can be found at the Council's Developer Contributions web page (www.cambridge.gov.uk/s106)).

- (b) Playing Pitch Strategy – [Click here](#)

10. Appendices

Appendix 1 - Applications for S106 Community Facility Funding

Appendix 2 - Assessment Summary

11. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Tim Wetherfield, Urban Growth Project Manager

(tel: 01223-457313, email: tim.wetherfield@cambridge.gov.uk) or

Jackie Hanson, Community Funding Development Manager

(tel: 01223-457867, email: jackie.hanson@cambridge.gov.uk).

Appendix 1 – Summary of S106 Community Facility Applications 2018

A: Award Recommended

	Project	Ward and full project cost	Comments	Bid/Award amount
R1	Cambridge Museum of Technology Accessible toilets, new kitchen, stacking chairs, projector, screen and speakers.	Abbey £393,000	Award recommended - bid was £14k but on assessment increasing funding would meet the funding gap and enable additional equipment Abbey highlighted as a gap in the Community Centres Strategy	£31,000
R2	Arbury Community Centre Reconfigure and refurbish the large hall enabling the hall to be warmer in winter and cooler in summer. Renew furniture and curtains. Replace fire doors.	King's Hedges £75,000	Award recommended - excluding the door replacement element which is maintenance King's hedges highlighted as a priority area in the Community Centres Strategy	£50,000
R3	St Clement's Church Accessible entrance – platform lift and railings. Also creating a new multi-purpose space for wider community use, with new accessible kitchen and toilets.	Market £38,000	Award recommended - bid was £18k but on assessment increasing funding will assist with wider project to provide accessible facilities to the wider community	£30,000
R4	St John's Church, Hills Road New kitchen, toilet block, accessibility alterations to garden, front and rear entrances, improved safety exits, canopy protected weather cover for toilet access.	Queen Edith's £290,000	Award recommended - excluding garden alterations, to enable the building to be a well utilized community space for new and existing communities Queen Edith's highlighted in the Community Centres Strategy	£100,000

R5	Netherhall School Remove the staging and replace flooring in the dining room to enable a larger community meeting space.	Queen Edith's £26,000	Award recommended to enable a larger meeting space with a community hire rate Queen Edith's highlighted in the Community Centres Strategy	£24,000
R6	Nightingale Recreation Ground Improvements to existing meeting hut in the community garden, including seating, tables, service hatch and external rain shelter with bio-diverse roof.	Queen Edith's £15,000	Award recommended – compliments the other projects in Queen Edith's and brings together new and existing communities in free facilities	£15,000
R7	Romsey Mill Improvements to community room, kitchen, community hall, creative arts space and music studio. Includes storage, equipment, carpets and redecoration.	Romsey £59,000	Award recommended – the contribution requested will cover eligible spend and not maintenance elements of the wider project	£21,000
R8	Empty Common Community Garden New community meeting hut within the open access garden.	Trumpington £21,000	Award recommended – the hut will increase the flexibility and range of activities the area can provide to an already popular garden space used by all ages. Bid £18k, reduced to meet smaller grant level.	£15,000
R9	Mill Road Depot Site Community centre development and construction alongside specific contributions secured for the project.	Petersfield	Award recommended – allocate the funding for the construction and any surplus to be spent on fitting out the new facility	£75,000

B: No Award Recommended

	Project	Ward and full project cost	Comments	Bid
N1	Bath House, Gwydir Street Replace two entrance double doors, two internal doors and two external fire doors	Petersfield £12,500	No award recommended – repairs and maintenance	£10,500
N2	King's Church Forecourt restoration – block paving	Petersfield £15,000	No award recommended - esthetical improvements, no increase meeting space and income received from letting out car park	£9,000

Appendix 2 – Assessment Summary of S106 Community Facility Applications 2018

				SELECTION CRITERIA							Recommendation
				Eligible	Affordable	Effective use	Additionality	Accessible	Ready	Viable	
	Location	Ward	S106 Bid	a	b	c	d	e	f	g	
R1	Cambridge Museum of Technology	Abbey	£14k	✓	✓	✓	✓	✓	✓	✓	Yes
R2	Arbury Community Centre	King's Hedges	£50k	✓	✓	✓	✓	✓	✓	✓	Yes
R3	St Clement's Church	Market	£18k	✓	✓	✓	✓	✓	✓	✓	Yes
R4	St John's Church	Queen Edith's	£100k	✓	✓	✓	✓	✓	✓	✓	Yes
R5	Netherhall School	Queen Edith's	£24k	✓	✓	✓	✓	✓	✓	✓	Yes
R6	Nightingale Rec Ground Community Building	Queen Edith's	£15k	✓	✓	✓	✓	✓	✓	✓	Yes
R7	Romsey Mill	Romsey	£21k	✓	✓	✓	✓	✓	✓	✓	Yes
R8	Empty Common Community Building	Trumpington	£18k	✓	✓	✓	✓	✓	✓	✓	Yes
R9	Mill Road Depot Community Centre	Petersfield	£75k	✓		✓	✓	✓			Yes
N1	Bath House, Gwydir Street	Petersfield	£10.5k	x							No
N2	King's Church	Petersfield	£9k	x							No

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Item

SINGLE EQUALITY SCHEME 2018-21

To:

Councillor Richard Johnson, Executive Councillor for Communities

Environment & Community Scrutiny Committee 28/06/2018

Report by:

Helen Crowther, Equality and Anti-Poverty Officer

Tel: 01223 - 457046 Email: helen.crowther@cambridge.gov.uk

Wards affected:

Abbey, Arbury, Castle, Cherry Hinton, Coleridge, East Chesterton, King's Hedges, Market, Newnham, Petersfield, Queen Edith's, Romsey, Trumpington, West Chesterton

Key Decision

1. Executive Summary

- 1.1 The City Council has developed a new Single Equality Scheme that sets out how the organisation will challenge discrimination and promote equal opportunities in all aspects of its work over the next three years. It includes five strategic objectives that demonstrate how the organisation will meet the aims of the Equality Duty and its requirement to prepare and publish one or more equalities objectives.
- 1.2 Consultation on the scheme with key partners in the voluntary and community sector and the public sector, and Equalities Panel members took place throughout March 2018. This report presents the key findings from the consultation (at Appendix A) and a new Single Equality Scheme for 2018-2021 for approval (at Appendix B).

2. Recommendations

The Executive Councillor is recommended to:

2.1 Approve the Single Equality Scheme 2018-2021 at Appendix B.

3. Background

3.1. In April 2011 the general Public Sector Equality Duty (PSED) was implemented, which requires local authorities when they are exercising public functions, to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation.
- Advance equality of opportunity between those who share a protected characteristic and those who do not.
- Foster good relations between those who share a relevant protected characteristic and those who do not.

3.2 The Equality Act 2010 also requires local authorities to:

- Publish information annually to demonstrate how they meet the equality duty.
- Prepare and publish one or more objectives to meet any of the aims of the equality duty at least every four years.

3.3 To meet the requirements of the PSED and the other specific duties established in the Equality Act 2010, the City Council chose to produce three Single Equality Schemes: the first covering the 2009-2012 period, the second covering the 2012-2015 period and the third covering the 2015-2018 period.

3.4 We have also published annual reports setting out our equalities activities and progress in delivering the objectives included in the Single Equality Scheme. Every year we also publish our Equality in Employment Workforce Report, which provides detailed information about the make-up of our workforce.

- 3.5 Cambridge City Council has chosen to develop a new Single Equality Scheme for the period of 2018-2021. Although producing and publishing specific Equality Schemes no longer form part of our public duties under law, the City Council believes that having a Single Equality Scheme will help it to ensure that it complies with the specific and general duties established in the Equality Act 2010 (as outlined at 3.1 and 3.2), assist in promoting community cohesion, and improve its knowledge of equality and diversity issues.
- 3.6 The scheme and the strategic plan incorporated within it do not attempt to capture everything the City Council does related to its PSED, but it sets out the organisation's priority areas for action in the next three years. The scheme was developed through an understanding of the City Council's achievements to date, an analysis of data available from relevant research and consultation exercises, and an assessment of where the authority needs to focus further effort.
- 3.7 For the City Council's work on equalities issues from April 2018 to March 2021, the Single Equality Scheme 2018-21 carries forward the 5 objectives from the Single Equality Scheme for 2015-2018. The objectives are:
1. To further increase our understanding of the needs of Cambridge's growing and increasingly diverse communities so that we can target our services effectively.
 2. To continue to work to improve access to and take-up of Council services from all residents and communities.
 3. To work towards a situation where all residents have equal access to public activities and spaces in Cambridge and are able to participate fully in the community.
 4. To tackle discrimination, harassment and victimisation and ensure that people from different backgrounds living in the city continue to get on well together.
 5. To ensure that the City Council's employment and procurement policies and practices are non-discriminatory and to work towards a more representative workforce within the City Council.

- 3.8 The previous three Single Equality Schemes were presented to Strategy and Resources Scrutiny Committee, but the Single Equality Scheme 2018-21 will be presented to Environment and Community Scrutiny Committee because responsibility for equalities has transferred to the Executive Councillor for Communities.

4. Key changes for Single Equality Scheme 2018-21

- 4.1 The key changes that have been made to the Strategy since it was last presented to Committee are:
- Identifying stronger links between our Anti-Poverty Strategy 2017-20 and our equality and diversity work. We have developed areas of work that take into account different experiences of poverty for people from different protected characteristics who may require different types of support related to mitigating and preventing poverty.
 - Differentiating between 'business-as-usual' actions/ areas of work undertaken by services, and new areas of work or actions where specific outcomes will be identifiable and that we are held to account for.
 - Providing information on the key issues experienced by equality groups in Cambridge. These issues were identified through consulting with partners, undertaking a literature review, using local statistics we hold and using information from community needs assessments carried out in 2013 and 2015.
- 4.2 The new SES contains actions which relate to all the protected characteristics identified in the Equality Act 2010. However, the Strategy includes additional actions to address a number of key issues identified through the consultation and review of available evidence. These include the following:

(a) Ensuring that our frontline services support people with mental health issues in the best possible way.

Some actions identified in the Strategy relating to this issue are to:

- Sign up to the Stop Suicide campaign and develop an action plan for the Council to help ensure people who are at risk of suicide that come into contact with Council services get support they need.
- Continue to provide a trusted single point of contact for people who need additional support from our customer contact centre because of mental health issues. Continue to help these service users to seek support they may need from other agencies through signposting or (with service users' permission) making referrals.
- Improve support services for those with mental health issues or a dual diagnosis with mental health as a primary issue by monitoring the efficacy of the Dual Diagnosis Street Team through ongoing evaluation.

(b) Helping to tackle discrimination experienced by Gypsies and Travellers, and encouraging them to get support they need from public services.

Some actions identified in the strategy related to this issue are to:

- Identify further opportunities for collaborative working with Cambridgeshire County Council's Traveller Liaison Officer in order to better support Travellers who set up temporary sites in the city, and Travellers who are high priority need for social housing.
- Work in partnership with neighbouring Councils to provide support for Gypsies and Travellers by attending and following up on actions from the quarterly Travellers Strategy Coordination Group.
- Procure Gypsy, Roma and Traveller cultural awareness training for our frontline staff that will in part be run by Travellers. This will help staff learn about experiences of discrimination and barriers from accessing public services that are faced by Gypsies and Travellers.

(c) Helping to tackle loneliness experienced by older people, people with mental health issues and people in new communities.

Some actions identified in the strategy related to this are to:

- Analyse results from the annual survey of residents within our sheltered housing schemes and users of the 65+ service and identify any additional support that can be provided to address loneliness and isolation.
- Continue to use the Community Chest, consisting of developer contributions, to provide small pots of funding (up to £250) to help kick-start community projects in and around new communities that support them to develop social networks and reduce social isolation.
- Explore the feasibility of letting hard-to-let sheltered housing units to students at reduced rents with the requirement that they undertake 30 hours volunteer work per month to support older tenants with support needs, including helping to combat social isolation.

6. Implications

(a) Financial Implications

As equalities has been mainstreamed across all Council services, the activities and actions identified in the strategic action plan will primarily be delivered through existing service budgets and will not require additional resources. However, the Strategy and Partnerships Team has a small budget to support equalities projects and publications, and a further budget to finance interpreting services that support fair and equal access to and delivery of services. Other services support corporate and service based equalities initiatives through provision of staff resources and occasionally funds for specific projects. We also work extensively with partner organisations to maximise the impact of our resources.

(b) Staffing Implications

As equalities has been mainstreamed across all Council services, the activities and actions identified in the strategic action plan will primarily be delivered as part of the core responsibilities of staff within the relevant

services. The Joint Equalities Group is made up of staff representatives from across all City Council services who are able to input time to supporting the mainstreaming of equalities. These are not specific posts within services, but are roles that have been adopted by staff where departments have been able to absorb additional duties.

(c) Equality and Poverty Implications

No Equality Impact Assessment (EqIA) has been carried out for the Single Equality Scheme. The Single Equality Scheme 2018 -21 will form the framework for the City Council's work to challenge discrimination and promote equal opportunities in all aspects of its work. It also includes a range of evidence on issues faced by different protected characteristics in Cambridge City, so it will provide a useful resource for the completion of EqIAs for other projects and policies.

The Council has developed a dedicated Anti-Poverty Strategy to improve the standard of living and daily lives of those residents in Cambridge who are currently experiencing poverty, but also to alleviate issues that can lead households on low incomes to experience financial pressures. In developing our new Single Equality Scheme 2018-21, a key priority was to identify links between our Anti-Poverty Strategy 2017-20 and our equality and diversity work (as mentioned at 4.1).

(d) Environmental Implications

The actions identified in the Strategic Action Plan are not anticipated to have any environmental impact, so a 'Nil' rating has been assigned.

(e) Procurement Implications

The City Council has taken steps to ensure that equalities considerations are embedded in its procurement processes. We have produced a guide on implementing The Public Services (Social Value) Act (2012) into our procurement processes for staff to use. This ensures that a key part of our assessment process in procuring contracts is to consider economic, social and environmental benefits suppliers can bring to Cambridge. Additionally, when procuring services it is a requirement that our commissioners abide by

our Equality Value Statement and help us in meeting our Public Sector Equality Duty. In the Single Equality Scheme 2018-21, we have committed to identifying further opportunities to maximise social value through the Public Services (Social Value) Act 2012.

(f) Community Safety Implications

The strategic action plan incorporated in the Single Equality Scheme 2018-2021 includes a number of actions that will have a number of positive impacts on community safety and cohesion in Cambridge and the experience of particular equalities groups in the city. For example:

- We will tackle hate crime within the city by continuing to provide a Racial Harassment Service to investigate racial harassment and identify appropriate action to reduce it. As part of the Prevent Duty, we will ensure that people at risk of radicalisation and extremism receive the joined up support they need by delivering Prevent Wrap 3 training for Councillors and City Council staff, and continuing to participate on the Channel Panel for Peterborough and Cambridgeshire (to look at referred cases of individuals identified as a concern under Prevent and identify support for them).
- We will continue to deliver actions to reduce domestic violence and abuse towards women, as set out in the action plan associated with the Council's White Ribbon status.
- We will work with the Domestic Abuse Housing Alliance to review the Council's domestic abuse policies, procedures and practices with a view to developing a joint framework for local housing providers to consider adopting.

7. Consultation and communication considerations

7.1 In accordance with the principles of the Cambridgeshire Compact, consultation on the draft Single Equality Scheme took place with voluntary and community sector partners and public sector partners, and Equalities Panel members. As part of the consultation officers:

- Held 12 meetings with the following voluntary and community groups that represent particular equalities groups: The Alzheimer's Society, Cambridge Ethnic Community Forum, Cambridge Rape Crisis, Cambridge Women's Aid, Cambridge Women's Resources Centre, Cambridgeshire Alliance for Independent Living, Campaign to End Loneliness, Centre 33, Cambridgeshire Older People's Enterprise, CPSL Mind, Disability Cambridgeshire, Encompass Network, Lifecraft, and The Kite Trust.
- Invited faith groups to a consultation meeting, which was attended by: Abu Bakr Jamia Mosque, Barnwell Baptist Church, Beth Reform Shalong Synagogue, C3 Church, St John the Evangelist Church, St Lawrence's Roman Catholic Church, St Philip's Church, and Wesley Methodist Church.
- Held 7 meetings with public sector partners, including representatives of Cambridgeshire County Council, NHS Foundations Trust and South Cambridgeshire District Council.
- Participated in a Dementia Action Alliance meeting in April attended by businesses and other public sector representatives to discuss the role of the Alliance going forward in helping to improve lives of people with dementia and their carers.
- Sought advice from the Equalities Panel via email and at a meeting of the Panel on 11th June 2018.

- Sought the views of City Council staff via Joint Equalities Group meetings on 19th January 2018 and 19th April 2018.

- 7.2 The key issues raised by stakeholders who participated in the above consultation activities are summarised in Appendix A. The finalised version of the SES attached at Appendix B has been updated to reflect those suggestions that can be incorporated.
- 7.3 The City Council has provided a reply to each of the key consultation issues in Appendix A, to explain if each suggestion can be incorporated in the Strategy, or if the City Council already has a means or an alternative way of doing what is being suggested. Where a suggestion cannot be taken forward, the City Council has explained why not.
- 7.4 The stakeholders who took part in the consultation all agreed that the areas we have identified as priorities (as explained at 4.2) for the Single Equality Scheme 2018-2021 are broadly the correct ones.
- 7.5 The content of this report will be communicated to residents through the media using a news release, through the Council website, and on Twitter.

8. Background papers

No background papers were used in the preparation of this report.

9. Appendices

- (a) Appendix A – Issues raised through the Single Equality Scheme 2018-21 consultation
- (b) Appendix B – Single Equality Scheme 2018-2021

10. Inspection of papers

If you have a query on the report please contact Helen Crowther, Equality and Anti-Poverty Officer, tel: 01223 - 457046, email:

helen.crowther@cambridge.gov.uk.



Appendix B:

Cambridge City Council

Single Equality Scheme 2018 – 2021

June 2018





Cambridge City Council Single Equality Scheme 2015 - 2018

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If you need this document produced in a different format such as Braille, large print, audio, on disk or in a language other than English, please contact us.

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Introduction

This draft Single Equality Scheme strategy sets out Cambridge City Council's proposed objectives related to equality and diversity work over the three year period from 2018 to 2021. We have a vision of Cambridge city as an international city which celebrates its diversity and actively tackles discrimination.¹ We have a clear statement of Equality Values to support this of Cambridge as a place that is fair for all.² Cambridge City Council is signed up to the Cambridgeshire-wide Equality Pledge³, which commits signatory organisations to appreciate and value the benefits that different communities contribute to Cambridge and the surrounding region: "We believe in the dignity of all people and their right to respect and equality of opportunity. We value the strength that comes with difference and the positive contribution that diversity brings to our community. Our aspiration is for Cambridge and the wider region to be safe, welcoming and inclusive".

We have produced a three year Single Equality Scheme strategy since 2009. Producing a Single Equality Scheme helps to ensure that we deliver our Public Sector Equality Duty (Section 149 of the Equality Act 2010) to have due regard to:

- (a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The nine protected characteristics covered by the Equality Act 2010 are age, disability, sex, gender reassignment, race/ethnicity, pregnancy/maternity, sexual orientation, religion or belief, marriage and civil partnership.

Since we first produced a Single Equality Scheme, we have reviewed progress made against actions set by services for each year that are related to the objectives of the scheme. We will continue to produce an annual review of our progress for the duration of the Single Equality scheme 2018 to 2021.⁴

¹ See <https://www.cambridge.gov.uk/vision-statement>

² See <https://www.cambridge.gov.uk/equality-and-diversity-policies-and-plans>

³ For more information, see <https://www.cambridge.gov.uk/equality-pledge>

⁴ For an update on progress around actions set for 2017/18 (for the 2015 to 2018 Single Equality Scheme go to: <https://www.cambridge.gov.uk/equality-and-diversity-performance>



What did we do to meet our objectives for the Single Equality Scheme for 2015 to 2018?

In the Single Equality Scheme 2015 to 2018, the City Council set 5 equalities objectives that it would focus on in order to advance its equalities agenda. Over the past three years we have taken a wide range of actions to deliver these objectives. Some of the key achievements are set out below under the relevant objectives. (For an update on progress around actions set for 2017/18 (for the 2015 to 2018 Single Equality Scheme go to: <https://www.cambridge.gov.uk/equality-and-diversity-performance>)

1. To further increase our understanding of the needs of Cambridge's growing and increasingly diverse communities so that we can target our services effectively.

Throughout the three years, we have developed an equalities evidence base in order to understand issues relating to equality groups' experiences of living in Cambridge, and around housing and accessibility:

- We undertook community needs assessments in 2015 with Black Asian Minority Ethnic People, people with disabilities, women and low-income men on their experiences of living in Cambridge. We have used the issues raised by different equality groups in the needs assessments to inform this Single Equality Scheme and help identify areas the Council can have an impact on.
- Over the past three years we have led on a Cambridgeshire-wide project to increase information available on the housing needs of people with disabilities. We are continuing to work with partners to plan more effectively to meet housing needs, either through new development or making better use of existing homes.
- In 2015 we undertook an accessibility study into disabled people's access to public spaces in Cambridge City. We used these findings to help develop plans to regulate against the over-proliferation of physical obstructions, including the development of an advertising signage policy, which is now being implemented.

We have also used information gained in consultation exercises to ensure that we target services to meet our communities' needs. For instance, every year we have secured a representative sample of the Cambridge population to take part in our budget consultation. In 2016, we carried out a wider Resident's Survey, which included a focus on gathering feedback on people's feelings related to community cohesion and sense of belonging. The 2017 budget consultation survey explored perceptions around our service delivery and the need to make savings from the perspectives of different equality groups in more detail.



2. To continue to work to improve access to and take-up of Council services from all residents and communities.

We continuously consider how to improve access to and take-up of Council services by assessing equality impacts of all decisions impacting on residents, staff or visitors:

- Council officers produce equality impact assessments wherever a policy, plan or procedure impacts on a significant number of people or particular equality groups over others.
- In order to equip council officers to effectively support residents from different protected characteristics, we have an equality and diversity training package. We have provided equality and diversity induction training to 183 new starters over three years. We have also delivered training sessions on disability awareness, mental health awareness, mental health first aid and transgender awareness over the three years.
- Each year councillors have been provided with either a face-to-face or written briefing around equality and diversity at the Council so they can understand equality and diversity principles and are able to apply these to their work.

It has become more important for residents to have access to the internet, as increasingly other organisations' services and information is available online by default. We have continued to ensure that our residents can access our support face-to-face or on the phone where necessary. We have also significantly expanded our work to support people to access the internet and develop digital skills. In 2015/16, we developed a digital inclusion fund of £15,000 that was awarded to 4 projects. In 2016/17, we developed a digital access strategy and allocated £50,000 for activity over 2016/17 and 2017/18 to increase digital accessibility for those with the greatest need.

3. To work towards a situation where all residents have equal access to public activities and spaces in Cambridge and are able to participate fully in the community.

We have undertaken much work around this objective over the last three years for a variety of different equality groups, especially disabled people, older and younger people, lesbian, gay, bisexual, transgender and queer/questioning (LGBTQ) people, and Black Asian Minority Ethnic (BAME) people and refugees. We have also supported capacity-building of the voluntary and community sector organisations that have expertise in supporting different protected characteristics.

Cambridge City Council has been looking into issues disabled people face that impact on physical access to open spaces, services and activities in the city in some of the following ways:



- In 2014/15 we undertook some research around accessibility of public space in Cambridge for blind or partially sighted people and/ or people with physical disabilities⁵. We used the research to develop a policy implemented in 2017, which helps us regulate against the over-proliferation of advertising signage causing physical obstruction⁶.
- We have an Access Officer in our Planning Service who provides free advice and guidance to developers on new developments, and has provided advice to businesses around disabled access. The Council has set up a panel of members of the public to provide feedback on disabled access of new developments, and they meet monthly.
- Ensuring that our polling stations are set up for disabled people to use by providing aids and adaptations. We also make sure that our officers manning the polling stations are briefed on the law relating to access to vote for people with disabilities.
- Providing British Sign Language support for deaf and hard-of-hearing people in order to support them with one-to-one appointments. We have a member of staff in Customer Services who is trained to undertake British Sign Language (BSL) support for people who drop in and see us at our customer contact centre. We also book BSL interpreters for some events we run for the Cambridge community, like the Volunteers' Fair and Disability History Month activities. Additionally, we provide information in an Easy Read format for people where required.
- We developed a new Disabled Access policy for taxis in Cambridge to ensure that customers requiring wheelchair accessible access have a reliable service. The new policy focused on training and awareness on disability issues as part of mandatory safeguarding training for all taxi licence holders. Since the policy's implementation from the end of 2016 to March 2018, we provided equality and accessibility training to around 700 taxi licence holders.

Cambridge City Council has worked hard to ensure that people with mental health problems get support they need. We have celebrated World Mental Health Day and Mental Health Awareness Week each year. Activities included mindfulness sessions for staff members, a tea dance in 2015 at Ditchburn Place in partnership with Cambridge Arts Salon, a free arts and crafts session at the Grafton Centre in 2016 on relationships and mental health, and, in 2017, a market stall raising awareness about where people can go to seek support for mental health problems. We have also provided move-on accommodation for up to 40 people recovering from mental ill health each year in partnership with Cambridgeshire County Council and Metropolitan Housing Group.

⁵ See: <https://democracy.cambridge.gov.uk/documents/s28744/CityCentreAccessStudy.pdf>

⁶ See: <https://democracy.cambridge.gov.uk/ieListDocuments.aspx?CId=176&MId=3287&Ver=4>



In relation to the protected characteristic of race/ ethnicity, the main areas we have provided support in accessing services relate to additional support to people with language barriers, and resettlement support for refugees:

- We procured an independent company to provide interpreters and translators to support people with language barriers to engage with the Council.
- Since December 2015, we have supported 79 individuals (17 families) as part of the Syrian refugee resettlement programme. In order to help us complete this work, we recruited two Arabic-speaking council officers to support the families in all aspects of resettlement where language could become a barrier (such as, housing support, benefits, and GP appointments). We also provide ESOL classes for Syrian refugees.

We have been working with Encompass Network to ensure our services are as welcoming, accessible and safe as possible for lesbian, gay, bisexual, transgender and queer/questioning (LGBTQ) people to use. We have been one of 6 organisations signed up to the Safer Spaces pilot project to provide safer spaces for LGBTQ people and we are currently carrying out a self-assessment against the Quality Assurance Framework drafted for the project. We plan to sign up to the live Safer Spaces project and work with the Encompass Network to identify areas in which we can improve.

We have planned many public activities directed towards older people and younger people over the last three years:

- For young people we provided just under 1,000 open access activities for over 25,000 children in 2015/16 and 2016/17, and 657 open access sessions for 8,465 children in 2017/18. Some activities encourage young people to make more decisions in their local areas through engagement work in the form of Children's Surveys, 'Agenda Days' and a TakeOver Day. The Children and Young People's Service has also worked with children, listened to their views and enabled them to feedback their views at Area Committee meetings.
- For older people we have planned and supported activities that combat social isolation, by taking part in the 'Cambridgeshire Celebrates Age' festival, and supporting older people's groups at various community centre locations.
- We have undertaken a lot of work to support older people to remain physically and socially active. We have worked with Forever Active and the Clinical Commissioning Group's Fall Prevention Team to provide 15 exercise classes per week over the last three years. Our Independent Living Service has worked in partnership with Cambridgeshire County Council and local housing associations to support around 800 older people each year to connect with services that help them remain independent and socially active.



From 2015 to 2018, we have provided Community Grants of £900,000 per year to voluntary and community sector groups that support people of different protected characteristics through projects that reduce social and/ or economic inequality. We have also been helping the voluntary and community sector to create an Equality and Diversity Partnership that encourages organisations to work together to better meet needs of local residents from different protected characteristics.

4. To tackle discrimination, harassment and victimisation and ensure that people from different backgrounds living in the city continue to get on well together.

Cambridge City Council has actively celebrated and raised awareness of different communities in the city. Over the last three years we have undertaken activities for, and supported and promoted partner activities marking seven key regional or national events. These are Black History Month, Cambridgeshire Celebrates Age, Disability History Month, Holocaust Memorial Day, International Women's Day, Lesbian Gay Bisexual and Transgender (LGBT) History Month, and Refugee Week. For instance, every year we have held a civic event to mark Holocaust Memorial Day involving speakers and local schools that is held in the Corn Exchange. Other highlights have included the October 2017 Black History Month thirtieth anniversary celebrations where we supported the development of the most varied programme, with the greatest number of partners, that we have ever seen in Cambridge. We also held a civic event to mark the centenary of the Women's Suffrage Movement in February 2018, which involved the unveiling of the Millicent Garrett Fawcett plaque. A number of other events for the centenary that we helped to coordinate collected donations for the Cambridge 'Millicent' charities (Cambridge Rape Crisis, Cambridge Women's Aid, Cambridge Women's Resources Centre and Turtle Dove) that between them provide resources, skills, education, counselling, confidence and support for women at risk.

In the last three years, we have worked with partners to help meet needs identified by LGBTQ people in the 2014 needs assessment carried out in Cambridge City and South Cambridgeshire⁷. Key themes in the needs assessment included fears about being open about sexuality in Cambridge, and a lack of space and events in Cambridge where LGBTQ people felt welcomed and celebrated. We have worked with Encompass Network and Cambridge Live to develop the Pink Festival element of The Big Weekend in Cambridge to raise awareness of LGBTQ issues and celebrate these communities. We have also worked with Encompass Network to help develop Safer Spaces, as mentioned previously, to create welcoming, inclusive and safe spaces for LGBTQ people in Cambridge.

⁷ Encompass Network (2014), 'Cambridge City and South Cambridgeshire LGBTQ Needs Assessment': <http://encompassnetwork.org.uk/needs-assessment/>



Over the last three years, our Community Safety Team has undertaken a lot of work to tackle discrimination, harassment and victimisation in the city. They provide a racial harassment service for people to report abuse suffered by individuals, families or groups of people because of their race, nationality, or ethnic or national origin. The service finds out what support the person needs and assesses the danger of further incidents. Our Community Cohesion and Racial Harassment Officer participates in the Channel Panel for Peterborough and Cambridgeshire to look at referred cases of individuals identified as at risk of radicalisation and violent extremism under Prevent in order to identify support they need. The Community Cohesion and Racial Harassment Officer has been working with the Police on strategic issues around Hate Crime and has recently become involved in the Stop Search Community Scrutiny Group led by the Police, looking at the equality issues around the use of these powers.

5. To ensure that the City Council's employment and procurement policies and practices are non-discriminatory and to work towards a more representative workforce within the City Council.

We have monitored the profile of the City Council's workforce, recruitment trends, and training attendance by equality group. We have reported this information in depth to the Equalities Panel annually through the Equality in Employment reports, which can be found on the Council's website here:

<https://www.cambridge.gov.uk/equality-and-diversity-performance>

We reviewed the Council's targets for Black Asian Minority Ethnic (BAME) and disabled staff representation in light of 2011 Census information and set new targets which take into account the proportion of those that are economically active and the proportion of the working population that are made up of BAME and disabled residents. The Council does not have workforce targets for other equality groups.

The proportion of BAME staff members increased from 7.06% in March 2015 to 7.18% in March 2018. We are short of our target we set each year of 9.5%. The proportion of disabled staff members increased from 5.06% in March 2015 to 6.97% in March 2018. We exceeded our initial target set of 6.5%, and have increased the target to 7.5%.

The council has explored whether we can do more to encourage disabled people and BAME people into the workforce. A recruitment survey of BAME people was undertaken in 2014, which suggested that there are no barriers specifically for BAME people entering our workforce. The council has also been signed up to the Two Ticks scheme and, in 2017, its successor, the Disability Confident Scheme, to help encourage the recruitment and retention of disabled people.

In the Council's 2017 Staff Survey, nearly nine-in-ten staff agreed Cambridge City Council offers equality of opportunity regardless of one's protected characteristics.



This compares to 82% of employees who felt this was the case in the 2014 Employee Survey.

We worked with South Cambridgeshire District Council to produce a guide on implementing The Public Services (Social Value) Act (2012) into our procurement processes. This ensures that a key part of our assessment process in procuring contracts is to consider economic, social and environmental benefits suppliers can bring to Cambridge. Additionally, when procuring services it is a requirement that our commissioners abide by our Equality Value Statement⁸ and help us in meeting our Public Sector Equality Duty.

What are some issues related to inequality that are experienced by our communities?

Age

Social isolation and loneliness of older people

Age UK explains that social isolation can cause loneliness but is not necessarily experienced by people who are lonely⁹. Age UK states that: “isolation describes the absence of social contact i.e. contact with friends or family or community involvement or access to services”. Social isolation can relate to poverty because people may not have the resources to participate in social life. Loneliness is different as “Some people express loneliness even though they have frequent contact with family and friends. This is perhaps because they consider that these relationships are not providing the emotional support that they need.” There are different types of loneliness then. Also, loneliness can be periodic or chronic, in that it can be linked to transitory events in life (like bereavement), or related to longstanding poor relationships with family members and limited relationships with friends and neighbours.

Whilst all age groups can experience loneliness, older people are especially likely to be at risk because they are more likely to experience contributing factors. Over half of people aged 75 and over in the UK live alone and 70% of these people are women¹⁰. This means loneliness especially affects women. There was also an increase in pensioner poverty in the UK in the three years up to 2015/16 to 16%, and single pensioners accounted for most of this growth. Therefore, the risk of older people becoming socially isolated and suffering from loneliness is increasing. Older people are also much more likely to experience bereavement and ill-health (ill-health

⁸ See: <https://www.cambridge.gov.uk/sites/default/files/docs/equality-value-statement.pdf>

⁹ Age UK (2012), ‘Loneliness – the state we’re in: A report of evidence compiled for the Campaign to End Loneliness’: <https://www.campaigntoendloneliness.org/wp-content/uploads/Loneliness-The-State-We’re-In.pdf>

¹⁰ Campaign to End Loneliness: <https://www.campaigntoendloneliness.org/loneliness-research/>



can be both a cause of loneliness and affected by loneliness). As there are many causes of loneliness, it can be a very difficult issue to tackle.

Age UK research on the likelihood of loneliness finds that those most at risk of loneliness live in Cherry Hinton (two small areas in Cherry Hinton are in the top 10% risk group in the UK)¹¹. This is followed by King's Hedges and Coleridge. Around one-in-six pensioners in the poorest fifth are socially isolated.

Loneliness can adversely affect the wellbeing of many older people, and lead to greater reliance on health and social care services. The lack of social connections is a comparable risk factor for early death as smoking 15 cigarettes a day, and is worse for our health than well-known risk factors such as obesity and physical inactivity. Loneliness increases the likelihood of mortality by 26%.¹²

Digital exclusion of older people

An important way older people can become isolated is through digital exclusion, which is the inability to use the internet on a regular basis. Main reasons for this are due to lack of skills or being unable to afford an appropriate device and/ or internet connection. Recent research shows that virtually all adults aged 16 to 34 years were recent internet users (99%), in contrast with only 41% of adults aged 75 years and over.¹³ If people cannot access the internet on a regular basis this can limit opportunities to communicate with friends and family through digital means and lead to exclusion. It can also reduce access to information that might make their lives better (such as access to health information).

Poverty and older people

Poverty amongst older people is an issue in Cambridge. More than 5,000 households of older people experience fuel poverty in Cambridge, according to Age UK¹⁴. Older people are more likely to be living in households receiving benefits than the population as a whole in Cambridge. For example, 16% of pensioners in Cambridge were living in a household claiming Housing Benefit and/or Council Tax support in 2017, compared to 10.6% of all Cambridge residents.

Nevertheless, the proportion of older people claiming benefits may not be a true reflection of the extent of older people's poverty in Cambridge. Age UK has found that across the UK many older people do not claim benefits to which they are

¹¹ See: <http://data.ageuk.org.uk/loneliness-maps/england-2016/cambridge/>

¹² Campaign to End Loneliness: <https://www.campaigntoendloneliness.org/threat-to-health/>

¹³ Office for National Statistics (ONS) publication Internet Access 2017: <https://www.ons.gov.uk/peoplepopulationandcommunity/householdcharacteristics/homeinternetandsozialmediausage/bulletins/internetaccesshouseholdsandindividuals/2017>

¹⁴ See: <http://www.cambridgeindependent.co.uk/news/cambridge/poverty-among-the-over-65s-in-cambridge-is-deeply-worrying-says-mp-daniel-zeichner-1-4962894>



entitled¹⁵. For instance, the latest estimates of take-up found that in 2009/10 around a third (up to 1.6 million) of older people who were entitled to Pension Credit were not claiming it. On average they were missing out on over £1,700 a year (£33 a week).

Older people who are most at risk of poverty are those who do not own their own homes, older people aged 85 and over, older people with long-term illnesses and/or disabilities, those who are not receiving benefit entitlements, people without any private pension provision, older people who are single and live alone, and Black Asian Minority Ethnic people (especially those from Bangladeshi and Pakistani backgrounds).

Social mobility for young people

Cambridge has the highest level of qualifications of any city in the UK, with two thirds of residents holding higher level qualifications¹⁶. However, data suggests that social mobility for young people is an issue in the city. Cambridge has the fifth lowest score in the youth domain of the Social Mobility Index of all local authorities nationally.¹⁷ The Social Mobility Index compares the chances for children from poorer backgrounds doing well at school, finding a good job and having a decent standard of living. Data shows that young people from low incomes in Cambridge have lower levels of educational attainment. Less than a third of pupils receiving Free School Meal achieved 5 or more GCSEs with grades A* to C, compared to two-thirds of children not eligible for Free School Meals in the city¹⁸. Digital exclusion may be a contributing factor to low educational attainment for low-income children: National research has found that children that have access to the internet at home gained ten GCSE points on average, but less than one-in-two participants from the poorest households have home internet access, compared to almost all participants from the richest families¹⁹.

Additionally, the lack of social mobility of young people might relate to a perceived lack of opportunities for young people to engage in public activities that can improve

¹⁵ Age UK (2016), 'How we can end pensioner poverty': https://www.ageuk.org.uk/Documents/EN-GB/Campaigns/end-pensioner-poverty/how_we_can_end_pensioner_poverty_campaign_report.pdf?dtrk=true

¹⁶ Centre for Cities (2017), 'Cities Outlook': <http://www.centreforcities.org/publication/cities-outlook-2017/>

¹⁷ Social Mobility and Child Poverty Commission and Social Mobility Commission (2016), 'Social mobility index': <https://www.gov.uk/government/publications/social-mobility-index#history>

¹⁸ Cambridgeshire County Council (2017), Educational attainment data

N.B. Data for 2016 onwards is not currently available, because the Department for Education has changed the GCSE benchmark from '5+ GCSE grades A*-C, including English and Maths' to a broader benchmark (across English, Maths, the English Baccalaureate subjects, and then other qualifications). The new measure is called attainment 8 and gives each school a score that equates to an average GCSE grade.

¹⁹ Chowdry, H. et al (2010), 'The role of attitudes and behaviours in explaining socio-economic differences in attainment at age 16', Institute for Fiscal Studies: <http://www.llcsjournal.org/index.php/llcs/article/viewFile/141/119>



confidence and sometimes help people develop new skills. In the Council's 2017 Budget consultation²⁰, focus group respondents felt that one of the worst elements about the city were the lack of activities for younger people to engage in. Additionally, the survey carried out as part of the budget consultation found that residents aged 18 to 34 years were least likely to have experienced arts and entertainment activities funded by the Council, which accounted for 40% of young people, compared to those aged 35 to 44 (61%) or 55 to 64 (62%) who were most likely to have engaged in them.

Disability

Cambridge City Council uses the social model of disability. This argues that disability is caused by the way society is organised, as opposed to the individual's impairment or difference²¹. The social model of disability was developed by disabled people in recognition that disabled people also face physical environmental barriers that lead to inequalities, as well as the conceptual and intellectual barriers the other protected characteristics experience.

Environmental barriers to social participation

In the 2015 community needs assessment for disabled people, respondents shared that the worst aspects of living in Cambridge related to accessibility of public space. People were especially concerned with the condition of pavements, such as unevenness, difficulty navigating curbs, narrowness of pavements, cluttered pavements (by bicycles, other vehicles and so on), and the lack of highlighted steps, bollards and entrances. In the 2015 public consultation on accessibility²² in Cambridge, similar issues were raised around obstructions on pavements and the quality of pavements. These issues are especially likely to have a negative impact on people with mobility and visual impairments.

Additionally, disabled people are especially likely to be digitally excluded, as equipment is not designed to meet their needs. In UK statistics from 2017, 22% of disabled adults had never used the internet in 2017 compared to 11% of the population as a whole.²³

Social isolation and disability

²⁰ Cambridge City Council (2017), 'Balancing the Budget – Resident Consultation 2017': https://www.cambridge.gov.uk/sites/default/files/17118_cambridge_budget_consultation_report_final.pdf

²¹ Scope's definition of the social model of disability: <https://www.scope.org.uk/about-us/our-brand/social-model-of-disability#cJcqrHhFkIMQ0DJr.99>

²² Cambridge City Council (2015), 'Cambridge City Centre Access Study': <https://democracy.cambridge.gov.uk/documents/s28744/CityCentreAccessStudy.pdf>

²³ Office for National Statistics (2017), 'Internet access – households and individuals': <https://www.ons.gov.uk/peoplepopulationandcommunity/householdcharacteristics/homeinternetandsozialmediausage/bulletins/internetaccesshouseholdsandindividuals/2017>



Another key issue that was identified in the community needs assessment from 2015 for disabled people was that 49.3% of respondents felt isolated and excluded. This partly related to physical barriers from social participation, but also 60% of respondents said they felt different from other people.

Nationally, feelings of difference and isolation have especially been identified as an issue for people with mental health issues, which can prevent people from getting medical help they need. Half of people with mental health issues report that the associated isolation and shame is worse than the condition itself.²⁴ However, a significant proportion of us (one-in-four) experience mental health issues and one-in-five of us have suicidal thoughts at some point in our lives²⁵. 75% of people who die by suicide have not been in contact with mental health services within the year before their death.

Isolation can also be an issue for people with dementia. The Alzheimer's Society reports that 47% people with dementia did not feel part of their community²⁶. People with dementia said that they had to give up activities such as getting out of the house (28%), shopping (23%), exercise (22%) and using transport (16%). This is mirrored by findings that nearly three quarters (73%) of UK adults surveyed do not think that society, including businesses and organisations, are geared up to deal with dementia. There are currently 1,179 people in Cambridge living with dementia.²⁷ The number of people with dementia is growing – the numbers of people with dementia nationally are predicted to rise up to 35% by 2025 and 146% by 2050.²⁸

Additional living costs and poor employment opportunities, and disability

Disabled people are especially likely to have low-incomes or to experience poverty as, in the UK, 30% of people living in a family with a disabled member live in poverty, compared to 19% of those who do not.²⁹ In Cambridge City, the highest percentage of people with long term health issues or disabilities live in Kings Hedges, Abbey, East Chesterton and Arbury wards, which are the wards in the city with the lowest average incomes.³⁰ The social exclusion experienced by some disabled people can

²⁴ Time to Change – Myths and Facts: <https://www.time-to-change.org.uk/about-mental-health>

²⁵ STOP Suicide Pledge: <http://www.stopsuicidepledge.org/>

²⁶ Alzheimer's Society, 2013 statistics in 2017 'Dementia-friendly business guide': <https://www.alzheimers.org.uk/get-involved/dementia-friendly-communities/making-organisations-dementia-friendly/businesses>

²⁷ Alzheimer's Society Research on 2015 data, 'Dementia Prevalence by Constituency': https://app.polimapper.co.uk/?dataSetKey=38d03a57d2f948c8b577839a1cf16543#_=&con_over=Cambridge

²⁸ Prince, et al (2014) 'Dementia UK: Update Second Edition report produced by King's College London and the London School of Economics for the Alzheimer's Society': <https://www.dementiastatistics.org/statistics/prevalence-projections-in-the-uk/>

²⁹ Joseph Rowntree Foundation (2017), 'UK Poverty 2017': <https://www.jrf.org.uk/report/uk-poverty-2017>

³⁰ JSNA Health Profile of Cambridge City 2016: <http://www.localhealth.org.uk/#z=-89904,656365,918092,649851;v=map13;l=en>



also contribute to poverty. As a result of physical barriers to social participation, disabled people face extra living costs on average of £550 per month.³¹

Additionally, employment opportunities for disabled people are more limited. In January 2016, the UK employment rate among working age disabled people was 46.5% (4.1 million), compared to 84% of non-disabled people.³² This could partly be caused by employers' unwillingness to make reasonable adjustments to the workplace to support disabled people to work or prejudice towards disabled people. Evidence from the most recent national Social Attitudes Survey in 2009, found that nearly 4 in 10 people thought of disabled people as less productive than non-disabled people, and 75% of people thought of disabled people as needing to be cared for some or most of the time.³³

Correlation between mental ill health and poverty

Citizens Advice reports a strong correlation between mental ill-health and debt or poverty. They find that being behind on bills can either contribute to, or be a product of, poor mental health. In December 2016 to November 2017³⁴ at Cambridge & District Citizens Advice, 44% of clients supported with debt issues identified themselves as disabled or having a long-term illness. By far, the largest reported issue was mental ill-health (for 39% of those reporting a disability). Where debt is significant, this can lead to homelessness. In our housing statistics for 2017/18, 56% of people sleeping rough had mental health issues.

Race and ethnicity

The latest data on ethnic groups living in Cambridge is from the Census undertaken in 2011.³⁵ 66% in Cambridge city identified themselves as White British, compared to 80% for England and Wales as a whole. In Cambridge 82.5% identified themselves as belonging to White ethnic groups, compared to 86% for England and Wales. 17.5% of people identified themselves as belonging to a non-White ethnic group in Cambridge, compared to 14% in England and Wales. (Of the 17.5% non-White ethnic groups in Cambridge, the most common ethnicity was 'Asian/Asian British' (11%) within which, the most common ethnic groups identified were Chinese (3.6%) and Indian (2.8%).) These statistics reflect that Cambridge is more diverse than many other parts of the UK.

³¹ Scope (2014) 'priced Out: Ending the financial penalty of disability by 2020'

<http://www.scope.org.uk/Scope/media/Images/Publication%20Directory/Priced-out.pdf?ext=.pdf>

³² Papworth Trust (2016), 'Disability Facts and Figures':

<http://www.papworthtrust.org.uk/sites/default/files/Disability%20Facts%20and%20Figures%202016.pdf>

³³ Office for Disability Issues (2011), 'Public Perceptions of Disabled People: Evidence from the British Social Attitudes Survey 2009', p.9, (online), available at:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/325989/ppdp.pdf

³⁴ Cambridge & District Citizens Advice Bureau (2017), Client profile debt

³⁵ For full information see: <https://cambridgeshireinsight.org.uk/population/census-2011/>



Maintaining community cohesion and preventing social isolation for different ethnic groups

In the 2016 Budget Consultation, residents were asked if they felt a sense of belonging in Cambridge and 37% said that they felt that they did not have a very strong sense of belonging or felt they did not belong at all.³⁶ Nevertheless, this compared to 52% in the 2008 Place Survey. Also, when asked about community cohesion in the 2016 Budget Consultation, a significantly greater proportion of residents from an Asian ethnic background agreed that their local area is a place where people from different ethnic backgrounds get on well together, compared to those from a White background (89% vs. 77%, respectively). However, in the Black Asian Minority Ethnic people's needs assessment we carried out in 2015, respondents overwhelmingly wanted more opportunities to socialise and meet new people (93.2%) and, of these, 9.6% described themselves as isolated.

Discrimination of Travellers and Gypsies and their access to public services

According to latest figures for the 2011 Census, there were 109 people who identified themselves as Gypsies and Travellers in Cambridge City, compared to 1,508 in Cambridgeshire.³⁷ There are a number of issues affecting Gypsies and Travellers in Cambridge. As private sector accommodation is insecure, Gypsies and Travellers can face eviction and enforced mobility that can prevent them from accessing healthcare, training and employment. Gypsy and Traveller children are especially disadvantaged in relation to access to education and educational attainment, and in a Joint Strategic Needs Assessment undertaken for Cambridgeshire racism was identified as the single biggest problem they faced.³⁸ Children as young as five displayed an awareness of racism and many children revealed that they expected to encounter it, at some level, on a daily basis. Moreover, nationally, Gypsies and Travellers have reported a lack of confidence in public services to protect the community from discrimination. If they do not trust public services to protect them, this can make them less likely to use public services.

Lack of support for Asylum Seekers and Refugees who are not part of formal resettlement schemes

A report by the All Party Parliamentary Group on Refugees in 2017³⁹ indicated that a two tier system of support has developed between those helped through

³⁶ m.e.l. research (2016), 'Cambridge City Council Residents' Survey': <https://www.cambridge.gov.uk/sites/default/files/residents-survey-2016-report.pdf>

³⁷ Census 2011

³⁸ Cambridgeshire County Council and Cambridgeshire NHS Primary Care Trust (2010), 'Joint Strategic Needs Assessment Cambridgeshire Travellers 2010': <http://cambridgeshire.wpengine.com/wp-content/uploads/2017/08/Travellers-JSNA-2010.pdf>

³⁹ All Party Parliamentary Group on Refugees (2017), 'Refugees Welcome? The Experience of New Refugees in the UK': https://www.refugeecouncil.org.uk/assets/0004/0316/APPG_on_Refugees_-_Refugees_Welcome_report.pdf



resettlement schemes, such as the Syrian Vulnerable Persons Relocation Scheme, and those arriving and resettling under their own efforts. Refugees arriving in the UK through a resettlement route receive accommodation and support to access services and find employment. The All Party Parliamentary report stated that this support is not available for refugees who have gone through the asylum system.

In 2016, Cambridge City Council commissioned Cambridge Ethnic Community Forum to undertake a piece of research on Asylum Seekers and Refugees who were then residing in Cambridge⁴⁰ who arrived in Cambridge through their own efforts in order to learn what issues they may face and what support they may need.

Some of the issues facing the refugees surveyed were:

- Access to English Language classes: participants did not have information on classes, found that there is a lack of classes available to them and/or found costs prohibitive
- Lack of information as to whether their qualifications are recognised in the UK
- Unfamiliarity with the job market
- Access to appropriate housing: many lived with friends and family, which contributed to overcrowding, for instance
- Health issues: particularly mental health problems, and difficulties in accessing treatment due to language barriers
- Difficulties in accessing immigration advice that is important in helping them present cases to the Home Office
- Difficulties in accessing welfare benefits in being unable to understand what they are entitled to and how to go about claiming benefits due to the complexity of the benefits system

One of the report's recommendations was to provide an established, specialist service for Asylum Seekers and Refugees in Cambridge that is able to respond to needs highlighted by their research participants, and to respond to the increasing numbers of asylum seekers and refugees coming to the city.

Poverty of Black Asian Minority Ethnic (BAME) people caused by poor employment opportunities

The UK poverty rate is twice as high for BAME groups as for white groups.⁴¹ This is because they face higher unemployment rates (particularly White Gypsy/Irish Traveller groups, African groups and Mixed White and Caribbean groups), higher rates of economic inactivity (such as women from Pakistani and Bangladeshi backgrounds who are less economically active than other groups due to unpaid

⁴⁰ Cambridge Ethnic Community Forum (2016), 'A Report On Asylum Seekers & Refugees In Cambridge 2016'

⁴¹ Weekes-Bernard (2017), 'Poverty and Ethnicity in the Labour Market', Joseph Rowntree Foundation: <https://www.jrf.org.uk/report/poverty-ethnicity-labour-market>



caring responsibilities in the home). There is also a greater likelihood of receiving low pay for BAME people in work. In the BAME community needs assessment we carried out in 2015, respondents felt that poor opportunities related to employment were one of the worst things about living in Cambridge.

Nationally, research by the Joseph Rowntree Foundation shows that ethnic minority groups are also more likely than White British households to spend a high proportion of income on rent, regardless of whether they live in social or private rented housing. However, the housing they live in tends to be of lower quality, especially among households of Pakistani origin, and overcrowding is more common, particularly among households of Bangladeshi origin.⁴² For our social housing register, 38% identified themselves as having a different ethnicity to White British (slightly higher than the figure in the 2011 Census of 34%). Most commonly, where people identified themselves as being from another ethnic group to White British people, they identified themselves as 'White Other'.

Religion or belief

Capacity of faith groups to undertake social action in the city, in partnership

Cambridge has a huge diversity of faiths – it is estimated there are 40 active faith traditions in the city.⁴³ In the 2011 Census, the most common religions were Christian (44.8%), Islam (4%), Hinduism (1.7%) and Buddhism (1.3%).

There is a substantial amount of faith-based social action in the city. A report by Cinnamon Network found that, in 2015, there were 71 faith groups that were delivering 527 community projects with an estimated value of £8.4 million. Of these groups, 66% wanted a closer relationship with other organisations. In 2017, Cambridge City Council commissioned a study into the feasibility of a faith partnership in Cambridge City. It was found that there is a good foundation, and goodwill of faiths to work and consult together in a more structured way on a city-wide basis.

Sex

Safety of women on Cambridge's streets

Safety in Cambridge from abuse, harassment and bullying is a key concern for women in Cambridge. 53% of women who responded to the 2015 women's community needs assessment reported that they have faced bullying or harassment in Cambridge, and mostly on the street. Safety on the street was also an

⁴² Cabinet Office (2017), 'Race Disparity Audit: Summary Findings from the Ethnicity Facts and Figures Website': <https://www.ethnicity-facts-figures.service.gov.uk/static/race-disparity-audit-summary-findings.pdf>

⁴³ See: <https://philrodgers.wordpress.com/2014/12/21/religions-of-cambridge>



overwhelming concern for women when asked about positive and negative aspects of Cambridge.

Domestic abuse

Women are much more likely than men to experience domestic abuse. In the year to March 2017, 1.2 million women, compared to 713,000 men reported domestic abuse⁴⁴. 27.1% of women and 13.2% of men had experienced domestic abuse since the age of 16 in their lifetimes.

Research also suggests that women experience domestic violence with much more intensity. 89% of people who experience four or more incidents of domestic violence are women.⁴⁵ The majority of victims of domestic homicides recorded between April 2013 and March 2016 were women (70%). In the UK, two women are killed every week in England by a partner or ex-partner.⁴⁶ Despite the prevalence of this issue, in the men's needs survey 65% of respondents had not heard of the White Ribbon campaign that encourages men to pledge to oppose violence against women and girls.

It is estimated that less than 24% of domestic violence crime is reported to the police nationally⁴⁷, which mirrors findings in our women's needs assessment where, of the 23.7% who had experienced domestic abuse, only 23.1% reported incidents to the police.

Another issue is the capacity of refuges to support women who experience domestic abuse. Across the UK, 17% have closed since 2010 due to lack of available funds⁴⁸. 60% of all referrals to UK refuges were declined in 2016-17, normally due to a lack of available space.

Poverty and domestic abuse is inter-linked. In considering patterns related to employment status and housing tenure status, victims of domestic violent crime are

⁴⁴ Office for National Statistics (2017), 'Domestic abuse in England and Wales: year ending March 2017': <https://www.ons.gov.uk/peoplepopulationandcommunity/crimeandjustice/bulletins/domesticabuseinenlandandwales/yearendingmarch2017>

⁴⁵ Walby and Allen (2004), 'Domestic violence, sexual assault and stalking: Findings from the British Crime Survey': <http://womensaidorkney.org.uk/wp-content/uploads/2014/08/Home-office-research.pdf>

⁴⁶ Office for National Statistics (2016), 'Compendium – Homicide (average taken over 10 years)': <https://www.ons.gov.uk/peoplepopulationandcommunity/crimeandjustice/compendium/focusonviolentcrimeandsexualoffences/yearendingmarch2015/chapter2homicide>

⁴⁷ Walby and Allen (2004), 'Domestic violence, sexual assault and stalking: Findings from the British Crime Survey': <http://womensaidorkney.org.uk/wp-content/uploads/2014/08/Home-office-research.pdf>

⁴⁸ Women's Aid: <https://www.womensaid.org.uk/what-we-do/campaigning-and-influencing/campaign-with-us/sos/>



more likely to have access to fewer economic resources compared to the overall population⁴⁹. The percentage of victims who are unemployed or economically inactive is higher for those reporting injurious domestic violent crime compared to non-injurious domestic violent crime (55% and 44% respectively).

In addition, financial abuse is a key part of coercive control, which is a pattern of controlling behaviour through threats or by restricting victims' freedom. Most survivors of domestic abuse experience financial abuse at some point (including after separating from an abusive partner). Women's Aid undertook interviews with women who had experienced financial abuse⁵⁰ that demonstrates forms such abuse can take. They found that 52% of those living with an abuser said they had no money so could not leave, 71% went without essentials because they didn't have enough money, and 61% were in debt because of financial abuse and 37% had a bad credit rating as a result.

There is also a strong correlation between domestic abuse and housing issues: it costs the UK £1.6 billion in emergency housing alone, and residents experiencing domestic abuse are seven times more likely to be in rent arrears worth over £1,000.⁵¹

Men's reluctance to get support with mental health problems

In the low income men's needs assessment, support with emotional/ psychological health issues was the area respondents were least likely to get help for. A small proportion of respondents (11.1%) said they would not seek help with these issues at all. This is concerning given that three-quarters of suicides in the UK are by men.⁵² 75% of people who die by suicide have not been in contact with mental health services within the year before death. The rates of suicide in Cambridge for men are 12.5 per 100,000, which is higher than the national rate for both women and men of 11.9.⁵³ Every year, twice as many people die as a result of suicide in Peterborough and Cambridgeshire than as a result of road accidents.⁵⁴ Respondents to the needs survey were asked what would encourage men to get more help with health issues. They felt that the most significant change required related to how boys and men talk about mental health with peers.

⁴⁹ Sylvia Walby and Jude Towers (2018), 'Untangling the concept of coercive control: Theorizing domestic violent crime'

⁵⁰ Marilyn Howard and Amy Skipp (2015), 'Unequal, trapped & controlled: Women's experience of financial abuse and potential implications for Universal Credit; Exploratory research by Women's Aid for the TUC': https://1q7dqy2unor827bqjls0c4rn-wpengine.netdna-ssl.com/wp-content/uploads/2015/11/Women_s_Aid_TUC_Financial_Abuse_Report_March_2015.pdf

⁵¹ The Domestic Abuse Housing Alliance: <https://www.peabody.org.uk/resident-services/safer-communities/domestic-abuse/daha>

⁵² STOP Suicide Pledge: <http://www.stopsuicidepledge.org/>

⁵³ Cambridgeshire JSNA Public Health Atlas (2014): <http://atlas.cambridgeshire.gov.uk/Health/atlas/atlas.html>

⁵⁴ STOP Suicide Pledge: <http://www.stopsuicidepledge.org/>



Gender pay gap

Available data shows that women in Cambridge are less likely to be economically active than men⁵⁵. In July 2016 to June 2017 figures, 77.7% of men in Cambridge were economically active and 73.4% of women were economically active. Women in Cambridge also earn less than men, particularly those on low incomes. The average earnings for women in Cambridge with the lowest 25% of earnings is £214.50 per week or less, compared with £419 or less for men with the lowest 25% of earnings. Women in Cambridge earn less on average than men. Women also face additional poverty risks as a result of their caring responsibilities.

As well as inequality around pay, women can also face maternity and pregnancy discrimination. In recent national research undertaken by the Equality and Human Rights Commission, around one-in-nine mothers (11%) reported that they were either dismissed or made compulsorily redundant, where others in their workplace were not, or treated so poorly they felt they had to leave their job⁵⁶.

The majority of lone parents are women, and it is more difficult for single parents to cover basic costs, and luxuries such as family holidays, as they tend to have lower incomes than couples. Lone parent families are more likely to be receiving benefits than other households: in 2017 almost four-out-of-five (77%) of lone parent families in the city received Housing Benefit and/or Council Tax Reduction.

Lesbian, Gay, Bisexual, Transgender and Queer/Questioning (LGBTQ) people

Social isolation of LGBTQ people

In the 2014 needs assessment for Cambridge City and South Cambridgeshire, only 24% of respondents felt they could be open about their sexuality in public, and 36% in the workplace, due to fears of discrimination. The majority of LGBTQ respondents said that they felt isolated, with 67% of respondents wanting more opportunity to socialise, and 63% saying that they knew few other LGBTQ people. Additionally, there was a demand for more LGBTQ events and LGBTQ spaces. Whilst there has been an increase in LGBTQ events since the needs assessment, there are still no spaces (such as bars/ cafes) in Cambridge that are specifically marketed as for LGBTQ people, as there are in other cities.

Reporting of Hate Crime in Cambridge City

Hate crimes are defined as any crimes that are targeted at a person because of hostility or prejudice towards that person's disability, race or ethnicity, religion or

⁵⁵ NOMIS (2017), 'Labour Market Profile – Cambridge':

<https://www.nomisweb.co.uk/reports/lmp/la/1946157205/report.aspx?town=cambridge>

⁵⁶ Adams et al (2016), 'Pregnancy and maternity discrimination research findings', Equality and Human Rights Commission: <https://www.equalityhumanrights.com/en/managing-pregnancy-and-maternity-workplace/pregnancy-and-maternity-discrimination-research-findings>



belief, sexual orientation or transgender identity. The crimes can be committed against a person or property.⁵⁷

The number of hate crimes reported in Cambridge is comparatively low. Only 20 hate crimes are reported in the city on average each month, compared to 1,200 regionally⁵⁸. Nevertheless, hate crime is notoriously under-reported. For instance, only 10% of respondents to our disabled people's community needs assessment (for Cambridge) said that they had reported hate crimes, and only 11% of respondents to the LGBTQ needs assessment (for Cambridge and South Cambridgeshire) said that they had reported hate crimes. The most common reason given by victims for not reporting hate crime incidents to the police was that they believed the police would not or could not do much about it.

From findings of the community needs assessments, LGBTQ respondents (40%) were most likely to experience hate crime, although the figures are for Cambridge City and South Cambridgeshire. National statistics of hate crimes reported to the police suggest that hate crime based on racial discrimination is the most common: for 78% of cases.⁵⁹ In the Cambridge City Black Asian Minority Ethnic (BAME) people's needs assessment, 29.9% shared that they had experienced hate crime.

Hate crime motivated by hostility towards disability has increased the most over the past year, by 53% nationally, compared to other forms of hate crime.⁶⁰ Cambridgeshire police report that from August 2014 to July 2015 a total of 16 hate crimes against disabled people were reported to the police. In the same period in 2015 to 2016, hate crime targeted at disabled people increased to 22 and up to 45 from July 2016 to August 2017. A total of 23% of disabled people respondents to the 2015 needs assessment said that they had experienced hate crime.

Respondents to the BAME people's, disabled people's and LGBTQ needs assessments said that hate crime was most likely to take place on the street.

New communities, social isolation and community cohesion

Cambridgeshire is the fastest growing county in the UK. From 1981 to 2011, when the last Census was produced, the city's population grew by over 35%. In the 2015-Based Population and Dwelling Stock Forecasts, the city's population it was

⁵⁷ http://report-it.org.uk/what_is_hate_crime

⁵⁸ Cambridgeshire Police 2017 statistics

⁵⁹ https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/652136/hate-crime-1617-hosb1717.pdf

⁶⁰ https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/652136/hate-crime-1617-hosb1717.pdf



estimated that the city's population will grow by over 25% from 124,350 to 156,240 by 2031⁶¹.

New communities in Cambridge have been developed along the Southern Fringe (4,000 homes created from 2012 to 2021), the North West/ Eddington (that will have 3,000 homes and 2,000 student/ post doc rooms), and Darwin Green (from this year they will start building 1,500 homes). Through our Community Development work in new communities and in learning from experiences of new communities in Cambridgeshire that have since become more established (Cambourne, Loves Farm, Orchard Park, the Southern Fringe and Milton Keynes) we have found that they are especially likely to need greater support than other communities and are made up of particular demographics.

New communities tend to experience an increase in social care referrals, an increase in adults facing mental health crises and an increase in service costs for schools, social care, and support services at all levels of local authority. There also tends to be a higher proportion of young families in new communities and a baby boom within one or two years, and a higher proportion of international residents. Some issues the communities can experience include a lack of shared identity/ culture, which can make it more challenging to maintain community cohesion and can also make people feel isolated, as it takes time for people to establish social networks. New communities may also be disadvantaged by a lack of facilities in initial phases of development.

How can we do more to tackle issues experienced by protected characteristics?

City Council services are already taking forward a wide variety of actions that help tackle some of the issues identified from data and evidence above. For example:

- We are tackling digital isolation for older people and people with mental health issues through our digital access strategy and associated projects
- Our Safer Communities Team works closely with the police and other partners to maintain community cohesion and to tackle hate crime
- Our Community Development and Culture teams carry out a wide range of community activities and events that help reduce isolation experienced by people with protected characteristics, including older people, disabled people and Black Asian Minority Ethnic people.

There are some areas where we are already undertaking activity, but recognise that there are opportunities to develop and build on good practice. For example, we undertake significant work to support people with mental health issues and to reduce

⁶¹ <http://opendata.cambridgeshireinsight.org.uk/dataset/2015-based-population-and-dwelling-stock-forecasts-cambridgeshire-and-peterborough/resource>



social isolation and loneliness amongst older people and people with dementia and mental health issues. Going forward we will build on this work by participating in local campaigns like the Campaign to End Loneliness and STOP Suicide. We will also identify further means through which our services might better support service users with mental health issues.

Other areas where we are building on existing work include:

- Environmental barriers faced by disabled people on our streets and open spaces – As outlined above, following research into the accessibility of public space in Cambridge for blind or partially sighted people and/ or people with physical disabilities,⁶² we developed and implemented a policy to regulate against the over-proliferation of advertising signage causing physical obstructions. We will build on this work by developing a street charter, which will help improve accessibility and also reduce isolation that is felt by people with physical disabilities and could lead to wider participation in social activities.
- Support for Refugees and Asylum Seekers – we will build on existing support that we provide for refugees and asylum seekers by funding support for Refugees and Asylum Seekers who are not part of government resettlement schemes.
- Domestic abuse – we will continue work around the White Ribbon campaign and have signed up to the Domestic Abuse Housing Alliance.
- Tackling isolation experienced by LGBTQ people – we have supported community events like the Pink Festival element of the Big Weekend and helped fund Encompass Network, which coordinates and runs activities for LGBT History Month. We are also signed up to the Safer Spaces pilot to make sure our services are welcoming and inclusive for LGBTQ people and plan to sign up to the live Safer Spaces campaign. Going forward we will evaluate where we improve our services to be more welcoming, safe and inclusive.
- Community development work in new communities to help develop social networks and support structures - we will continue to adopt a flexible approach to working with new communities, and engage with partners to meet complex needs of new communities. In developments that are very new, such as Eddington, we will continue to lead a series of welcome events, run taster projects to kick-start new activity, develop new projects based on locally identified need, and coordinate networking meetings. In developments that are a bit more established, such as the Southern Fringe, we will support residents to set up and lead new governance structures, support the community to run projects for themselves and raise awareness of need, build

⁶² <https://democracy.cambridge.gov.uk/documents/s28744/CityCentreAccessStudy.pdf>



capacity of the voluntary and community sector, and support work through our community grants.

- Supporting people with dementia and their carers – in the past year we have focussed on how we can better support people with dementia and their carers to access services and support from the Council. We have developed an action plan and have signed up to the Dementia Action Alliance to also help make other buildings in the city dementia friendly, and to recruit dementia friends and champions across the city.
- Faith Partnership - we have been helping develop a Faiths Partnership that has been led by faith groups to coordinate efforts they undertake to tackle social issues.

What will be the key areas of focus for the Council's approach going forward?

Significant learning was identified from projects and actions delivered during the three years of the Council's Single Equality Scheme 2015-18, which has been used to inform the direction of our strategy going forward. We have plans to:

- **Identify the links between our Anti-Poverty and Single Equality Scheme strategies. Develop areas of work that take into account different experiences of poverty for people from different protected characteristics who may require different types of support related to mitigating and preventing poverty.**

As was explored above in looking at issues related to inequality that are experienced by our communities, some protected characteristics are more likely to experience poverty than others and their experiences of poverty differ from those of people outside of their protected characteristic. We want to better reflect this in our Anti-poverty and Single Equality Strategies in order to identify specific support that different equality groups may need related to poverty. Our Anti-poverty Strategy 2017-20 included a new objective around this: "Supporting groups of people that are more likely to experience poverty and social isolation, including children and young people, older people, women, disabled people, and BAME residents."

- **Capture further information on needs of different communities and people of protected characteristics who live in and visit the city. This will help us to ensure our policies and procedures are shaped by the best available evidence around how we can meet our Public Sector Equality Duty.**

In the 2018 to 2021 Single Equality Scheme, we need to improve our evidence base around equalities in order to ensure we are supporting people from protected characteristics as best as we can. We can do this through consultation around new policies, plans and procedures. We plan to undertake more community needs assessments of equality groups living in Cambridge around what will improve their



experiences of living in the city before developing the 2021 to 2024 Single Equality Scheme. This will help us develop a qualitative evidence base around needs that can complement quantitative evidence within the next Census data of 2021.

- **Better differentiate between ‘business-as-usual’ actions/ areas of work undertaken by services, and new areas of work or actions where specific outcomes will be identifiable and that we are held to account for.**

We have made significant progress in mainstreaming equality and diversity work across Council services in the last three years. A wide variety of actions across a range of services were identified from 2015 to 2018, and much of this work continues. The challenge is now to reflect this appropriately in our strategy so that we identify areas in which we can continue to improve on supporting people from protected characteristics, and coordinate our efforts.

In this strategy we have identified actions that are new and additional to our mainstream work. These actions have specific measurable outcomes that we will report back on in our annual review next year. We have also identified ongoing, mainstream actions and these will be subject to exceptional reporting: This means that ongoing, mainstream work will only be reported back on in annual reviews if the work is not carried out or if the work changes in direction. Otherwise progress of ongoing work will be reported back on in three years’ time before we develop SES for 2021 to 2024.

- **Continue to develop our partnerships with other public sector organisations and the voluntary and community sector to make the best use of resources, and to develop intelligence on how best we can support the community of Cambridge’s diverse needs.**

The Council is aware that we cannot tackle inequality and discrimination on our own. In delivering the Single Equality Scheme, the Council will continue to work in partnership with other local organisations to maximise our collective impact on inequality, including on areas where partners have particular expertise. Areas where this could be especially important include safety of women on Cambridge’s streets, men’s reluctance to seek support with mental health issues, poor employment opportunities and social isolation experienced by disabled people and BAME people, and in supporting Gypsies and Travellers to access services and to combat discrimination. The Council will also continue to undertake capacity-building work with the voluntary and community sector organisations that support equality groups. We will continue to develop intelligence around diverse needs, and have done so already by consulting with our partners on the Single Equality Scheme strategy 2018-21. In going forward, we will also consider how we can jointly respond to changes in national policy that are likely to have particular impacts for particular equality groups,



such as Universal Credit, changes to the structure of community mental health services, impacts on community cohesion resulting from Brexit, and reduced funding for services supporting women experiencing domestic abuse.

Proposed objectives of the Single Equality Scheme 2018 to 2021

The objectives for the Single Equality Scheme were developed directly from our general and specific duties under the Equality Act 2010, and reflect specific roles and abilities of Cambridge City Council in promoting equality and diversity and tackling discrimination.

Our objectives are the same as they were for the Single Equality Scheme 2015-18, and are:

1. To further increase our understanding of the needs of Cambridge's growing and increasingly diverse communities so that we can target our services effectively
2. To continue to work to improve access to and take-up of Council services from all residents and communities
3. To work towards a situation where all residents have equal access to public activities and spaces in Cambridge and are able to participate fully in the community
4. To tackle discrimination, harassment and victimisation and ensure that people from different backgrounds living in the city continue to get on well together
5. To ensure that the City Council's employment and procurement policies and practices are non-discriminatory and to work towards a more representative workforce within the City Council



Actions set for services related to our objectives

Below we set out actions relating to our objectives for the Single Equality Scheme 2018-21. Some actions apply for 2018/19 only, and may be developed further or not be applicable for 2019/20 onwards. Progress for these will be reported back on in March 2019. Other actions apply across the next three years and progress will be reported back on these in March 2021 (at the end of this strategy) unless there are specific measurable outcomes that are required to report back on or if there is any exceptional reporting. Exceptional reporting will take place where work is not carried out, where specific positive outcomes of the work can be identified, or if the work changes in direction.

Objective one: To further increase our understanding of the needs of Cambridge's growing and increasingly diverse communities so that we can target our services effectively.


Action	Service(s) leading on this work	When propose to report back
Support the Equality and Diversity Partnership to run 6 training sessions that focus on a different equality group each – women, sexual orientation, minority ethnic, disabled, mental health, and gender reassignment. The training sessions will be run for the voluntary and community sector organisations supporting different equality groups and it is peer-to-peer training.	Community Services - Culture and Community Team	End of March 2019
Support the development of the Faiths Partnership, including providing secretariat support for two further meetings of the partnership to enable members to come together and work on plans for the future.	Community Services - Culture and Community Team	End of March 2019
Carry out the City Council's annual budget consultation, including securing a representative sample of the Cambridge population and analysing the results by equalities group.	Corporate Strategy – Strategy and Partnerships Team	End of March 2019



<p>Identify any further actions we might undertake as a Council to help combat loneliness by:</p> <ul style="list-style-type: none"> Identifying opportunities for working with the Campaign to End Loneliness, which has received some funding to undertake research in Cambridgeshire Gathering further evidence on impacts our policies, plans and procedures have related to loneliness in our Equality Impact Assessments⁶³ 	<p>Corporate Strategy – Strategy and Partnerships Team</p>	<p>End of March 2019</p>
<p>Compile and analyse existing data we have on neighbourhoods to create 'Area Profiles' to try and identify issues experienced by different communities and what we can do to address causes of these issues. We will especially concentrate on areas impacted on by poverty and that will have the highest numbers of Universal Credit claimants.</p>	<p>Housing Services – City Homes</p>	<p>End of March 2021</p>
<p>In delivering support to our tenants we will develop further understanding of the profiles of neighbourhoods and specific issues these groups face. We will:</p> <ul style="list-style-type: none"> Continue to undertake estate walkabouts to identify issues specific communities face. We will make improvements we identify to one neighbourhood at a time in order for their impacts to be felt. Visit people in new tenancies and those on the highest Homelink banding who are of the highest priority to move from their current properties.⁶⁴ Continue to encourage subcontractors and all council staff visiting 	<p>Housing Services – City Homes</p>	<p>End of March 2021</p>

⁶³ We would do this under the protected characteristic 'Disability' due to the health issues associated with loneliness


⁶⁴ Homelink is the system we use for assigning social housing.



tenants homes (e.g. Repair Operatives, Housing Officers, Assistant Housing Officers etc.) to know how to identify and to report safeguarding concerns they have about a particular household by using 'Concern Cards'.		
Continue to undertake a procurement process for a new tenancy management system that we will share with South Cambridgeshire District Council that can better help us with equalities monitoring and identifying issues related to tenancies that are experienced by protected characteristics. This new system should be in place within the next 3 years.	Housing Services – City Homes	End of March 2021
Evaluate and address demand for training flats available for people accessing the county council's Making Every Adult Matter (MEAM) service. ⁶⁵	Housing Services- Housing Advice	End of March 2019
Working in partnership with neighbouring Councils to provide support for Gypsies and Travellers. Attend and following up on actions from the quarterly Travellers Strategy Coordination Group. ⁶⁶	Housing Services – Housing Strategy	End of March 2021
Continue to work with neighbouring Councils and registered providers to understand current and future need for housing for people with different types of disability.	Housing Services – Housing Strategy	End of March 2021

⁶⁵ The MEAM Approach helps local areas design and to deliver better coordinated services for people with multiple needs. People with multiple needs are defined as those experiencing homelessness, substance misuse and offending in any one year, and within this group, a majority will have experienced mental health problems. To undertake this work we have developed a working group to review a draft proposal to take to targeted Registered Providers.

⁶⁶ The Travellers Strategy Coordination Group is attended by all regional District Councils, Peterborough County Council, Cambridgeshire County Council, Police and Fire Service. The group provides an overview on current support provided for and issues that are experienced by Gypsies and Travellers, and explores means we can all work together to support them.



Analyse results from the annual survey of residents within our sheltered housing schemes and users of the 65+ service and identify any additional support that can be provided to address loneliness and isolation. For those who have identified themselves as experiencing loneliness, provide advice and signposting to social groups and befrienders in the area, and ensure that they are aware of the activities within the sheltered schemes and how to access them.	Housing Services – Sheltered Housing Team	End of March 2019
Support Cambridgeshire County Council and use findings from their survey of new communities in order to identify needs that are specific to the different new communities in Cambridgeshire that we can meet.	Community Services and Corporate Strategy	End of March 2019

Objective two: To continue to work to improve access to and take-up of Council services from all residents and communities.

Action	Service(s) leading on this work	When propose to report back
Ensure that all Shopmobility front-line staff understand the issues surrounding dementia and are committed to considering customers who may be affected so they feel comfortable and supported using our service.	Commercial Services	End of March 2019
Explore means we can improve the accessibility of our website for people with different disabilities and learning difficulties.	Corporate Strategy – Corporate Marketing Team	End of March 2019



Encourage representatives from all Council services to sign up to the Equality Pledge and promote the Equality Pledge in public spaces at council services.	Corporate Strategy – Strategy and Partnerships Team	End of March 2019
Run a joint event with partner organisations that have signed the Equality Pledge to share good practice around equality and diversity related to recruitment (especially of disabled and BAME people), training, service provision for different communities, and engaging with communities in decision/making.	Corporate Strategy – Strategy and Partnerships Team	End of March 2019
Work with Encompass Network to develop further actions we can undertake to ensure our services as welcoming, accessible and inclusive for LGBTQ people as possible and to raise awareness of staff policies we have that support LGBTQ people.	Corporate Strategy – Strategy and Partnerships Team	End of March 2019
Procure Gypsy Roma and Traveller cultural awareness training for our frontline staff that will in part be run by Travellers. This will help staff learn about experiences of discrimination and barriers from accessing public services that are faced by Gypsies and Travellers.	Corporate Strategy – Strategy and Partnerships Team	End Of March 2019
Procure or deliver training open to all Council staff around unconscious bias.	Corporate Strategy – Strategy and Partnerships Team	End of March 2019
Sign up to the STOP Suicide campaign and develop an action plan for the Council to help ensure people who are at risk of suicide that come into contact with Council services get support they need.	Corporate Strategy – Strategy and Partnerships Team	End of March 2019



<p>Participate in the Dementia Action Alliance in order to:</p> <ul style="list-style-type: none"> • Support the external campaign across the city that identifies buildings as dementia friendly and recruits dementia friends and champions across the city. • Help improve access to Council services for people with dementia and their carers, and provide Dementia Friends training to frontline facing staff. 	<p>Corporate Strategy – Strategy and Partnerships Team</p>	<p>End of March 2019</p>
<p>Improve take-up on electoral register of Black Asian Minority Ethnic people, disabled people, older people with long-term care needs, and young people by:</p> <ul style="list-style-type: none"> • Undertaking annual visits to care homes to encourage older people with disabilities and long-term illnesses to register. • Undertake local data matching of residents' details in order to make the registration process more straightforward for residents and staff. • Continuing to work with the Cambridge Ethnic Community forum to encourage Black Asian Minority Ethnic people to register. • Continuing to encourage younger people to vote by attending fresher's fairs at Anglia Ruskin University and Cambridge University, and working with the YMCA and the Red Balloon Learner Centre. • Continue to work with the Edmund Trust, and Camsight to promote registration and raise awareness of where to locate information in various formats for people with learning difficulties and disabilities. 	<p>Corporate Strategy – Elections Team</p>	<p>End of March 2021</p>
<p>Continue to provide a trusted single point of contact for people who need additional support from our customer contact centre because of mental health</p>	<p>Customer Services</p>	<p>End of March 2021</p>



issues. Continue to help these service users to seek support they may need from other agencies through signposting or (with their permission) making referrals.		
<p>Explore how we can support service users with different needs to get help they require from Council services easily and efficiently, including:</p> <ul style="list-style-type: none"> Implementing the 'Single Customer Account' portal that will mean people can access a range of critical services from a single, integrated online portal. This can help people who are unable to visit us for instance, due to a disability impacting on their mobility, or who cannot contact us through our phone system as a result of hearing difficulties. Continuing to provide face-to-face support to people who need it, including people who are especially vulnerable and/or those who are digitally excluded. Reducing queues at our customer service centre front desk and ensuring vulnerable people and those with more complex needs are seen as promptly as possible. 	Customer Services	End of March 2019
<p>Carry out works to the Guildhall to improve accessibility for staff and the public, including:</p> <ul style="list-style-type: none"> Considering how to improve accessibility to the entrances to the building. Aiming to provide 6 gender neutral toilet facilities. Exploring the feasibility of providing gender neutral showering facilities on all floors except for the fourth floor. 	Estates and Facilities	End of March 2019
		End of March



Deliver the City Council's Active Lifestyle Action Plan 2018 – 2021 to enable residents to increase their physical activity levels. Target groups include, women, children and young people, older people 65+, disabled residents, BAME groups, Adults with Long Term Health Conditions and Adults and young people with Mental Health Conditions.	Community Services – Active Lifestyle Team	2021
<p>Provide a programme of equality and diversity training for staff, including:</p> <ul style="list-style-type: none"> Continuing to provide Equality and Diversity induction training that also includes disability awareness (11 sessions per year) Continuing to provide transgender awareness training (2 sessions per year). Providing 2 Mental Health Awareness courses for staff, two Mental Health First Aid (two day course), and exploring training solutions for managers and leaders around managing mental health. 	Human Resources	End of March 2019

Objective three: To work towards a situation where all residents have equal access to public activities and spaces in Cambridge and are able to participate fully in the community.


Action	Service(s) leading on this work	When propose to report back
<p>Continue to provide a Shopmobility service at the Grand Arcade and Grafton East car parks to support disabled people, including:</p> <ul style="list-style-type: none"> Hiring mobility scooters and mechanical wheelchairs to people who need mobility assistance Collecting customers from Dial-A-Ride and local bus stops: Providing escorted shopping trips, which help disabled people who 	Commercial Services	End of March 2019



<p>need personal assistance to access shops and shopping</p> <ul style="list-style-type: none"> • Providing Three hours' free parking for all Shopmobility customers. 		
<p>Continue to provide affordable, doorstep sport StreetGames activities in local neighbourhoods to encourage physical activity for young people aged 11 to 25 years old.</p>	<p>Community Services – Active Lifestyles</p>	<p>March 2019</p>
<p>Continue to provide open access play activities for children, young people and their families in local neighbourhoods (including low income neighbourhoods) across Cambridge, including the SummerDaze 2018 programme during the school holidays.</p>	<p>Community Services - Children and Young People's Participation Service</p>	<p>End of March 2019</p>
<p>Continue to explore with children and young people how to further their influence on Council decisions, including an additional two engagement days following on from the TakeOver Day pilot in 2017 .</p>	<p>Community Services - Children and Young People's Participation Service</p>	<p>End of March 2019</p>
<p>Roll out to Cambridge and some South Cambridgeshire secondary schools the board game 'Reality Cheque', which builds on the work we started in 2017 to raise financial awareness for young people, particularly those about to transition from secondary school to work or further education.</p>	<p>Community Services - Children and Young People's Participation Service</p>	<p>End of March 2019</p>
<p>As of 5th June 2018, the following community grants to date were awarded to support the voluntary and community sector (VCS) in their work with equality groups. This is not an exhaustive list but we have picked out examples that relate to some issues experienced by equality groups identified in this strategy:</p>	<p>Community Services – Community Funding and Development</p>	<p>End of March 2019</p>




<ul style="list-style-type: none"> • Cambridgeshire Older People's Enterprise: work includes arranging daytime social meetings and activities and trips. • Cambridge Housing Society (CHS) Group: Digital inclusion project leading to employability in partnership with other social housing providers. • Centre 33: information, advice and support to young people via the triage assessment and information services, which deliver immediate and intermediate outcomes that underpin further work to ensure young people make a successful transition to adulthood and progress towards social, economic and emotional wellbeing. • Changing Directions: Social activities, monthly meetings and 6 outings to enhance self-esteem, social skills and confidence of disabled people. • Richmond Fellowship: employment support, advice and guidance to clients with mental health problems facilitating their progression towards employment, voluntary work, education and training through one-to-one sessions. • Cambridge & District Citizens Advice Bureau: Including advice on debt and specialist welfare rights casework (which would benefit equalities groups more likely to experience poverty and debt). • Illuminate: One day personal development coaching workshop for women with mental health issues who are out of work and have experienced significant life setbacks. • Encompass Network: Programme of activities including themed networking events for LGBTQ people and coordination of LGBT History Month. • The Kite Trust: Support for LGBTQ young people, including through weekly drop-in groups and informal positive activities for those aged 18 to 24 and more. • Cultural workshops and/or events held by the Indian Cultural Society, 		
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<p>the Bangladeshi Welfare and Cultural Association, the Cambridge Mayalee Association and others that help BAME people develop social networks.</p> <ul style="list-style-type: none"> • Khidmat Sisters: Help relieve isolation and loneliness of Black and Asian women via visits, get-togethers, outings, information (via speakers at events) and signposting. • Cambridge Ethnic Community Forum: Including training and skill development programme for Asian Women, and race equality services to help work towards eliminating discrimination and reducing social and economic inequality via drop-in, telephone, partnership work with other VCS organisations and training. • Cambridge Women's Aid: Activities and trips during school holidays and half-term play schemes for families living in the women's refuge. • Cambridge Women's Resources Centre: Employability programme of workshops, courses and groups and one-to-one guidance and coaching sessions enabling skills and confidence-building for women. • Romsey Mill Trust: Targeted accessible skills courses for 30 young parents aged 19 and under seeking to gain a qualification to increase their chances to gain further education, employment and training after the birth of their child. 		
<p>Develop the implementation phase of the Cambridgeshire Culture Card scheme, a major initiative that aims to:</p> <ul style="list-style-type: none"> • Increase all children and young people's engagement in arts and culture, specifically targeting those from low income backgrounds; and • Produce robust evidence of the impact of engagement arts and culture on a wide range of outcomes including education, non-academic skills, and wellbeing. 	Community Services - Culture and Community Team	End of March 2020



Assess needs of communities using the new community centres at Clay Farm and Storeys Field, and develop programmes of activities and partnerships in order to meet these needs. Review our community activities in Queen Edith's and Cherry Hinton wards in order to identify if we are best meeting local needs.	Community Services – Culture and Community Team Active Lifestyles Team	End of March 2019
Continue to use the Community Chest, consisting of developer contributions, to provide small pots of funding (up to £250) to help kick start community projects in and around new communities that support them to develop social networks and reduce social isolation.	Community Services – Culture and Community Team Active Lifestyles Team	End of March 2021
Provide three women's sessions per month, focusing on health and wellbeing, at Ross Street, Akeman Street, and Brownsfield community centres. The sessions also provide opportunities for BAME women to develop social networks with one another.	Community Services - Culture and Community Team Active Lifestyles Team	End of March 2021
Facilitate and support three Let's Go Girls festivals, specifically designed to empower women to take part in sport and physical activity, hosted in Leisure Centres across the City.	Community Services – Active Lifestyles Team	March 2019
Work with partners to support and deliver a wide range of celebratory activities, including programmes of events to mark 7 key regional or national events (Black History Month, Cambridgeshire Celebrates Age, Disability History Month, Holocaust Memorial Day, International Women's Day, Lesbian Gay Bisexual and Transgender (LGBT) History Month, and Refugee Week).	Community Services - Culture and Community Team	End of March 2021



Work with partners to deliver the second phase of ACTIVATE, which will work with up to 30 students in receipt of Pupil Premium across years 7, 8 and 9 at Coleridge Community College in order to increase educational attainment, aspiration, capacity for creativity and innovation, the sense of being able to make a difference and awareness of the city cultural offer.	Community Services - Culture and Community Team	End of March 2019
Provide theatre sessions at Cambridge Junction for a cohort of young people at risk of involvement with the criminal justice system. This will help to develop their creative and analytical skills, help them to manage social situations more constructively and develop skills needed to progress into employment.	Community Services - Culture and Community Team	End of March 2019
Work with partners to continue to run free Holiday Lunch clubs in community centres, churches and other venues to help tackle social isolation for low income families and help them to meet increased food costs during school holidays when free school meals are not available.	Community Services - Culture and Community Team	End of March 2021
Continue to support activities for older people across the city in our community centres and wider neighbourhood and support community groups to become independent. To continue to support the relationship with Forever Active who offer activity provision to those 50+	Community Services – Culture and Community Team Active Lifestyles Team	End of March 2021
Provide further support for refugees who are not included in the Government schemes under which the Council is resettling refugees, including providing effective information and translation services, tackling economic and social marginalisation, and providing assistance with immigration status and help to	Community Services - Safer Communities Team	End of March 2019



find accommodation.		
Support resettlement of 100 Syrian refugees (subject to availability of accommodation).	Community Services - Safer Communities Team	End of June 2018
Through the Greater Cambridge Partnership, make a financial contribution to the Signpost2Skills project, which brings together local businesses with school pupils, including those from low income backgrounds, to raise their awareness of career options in the local economy and the types of learning and qualifications that will equip them to compete for those jobs.	Corporate Strategy – Strategy and Partnerships Team	End of March 2019
Continue to provide support for groups of people who are more likely to be digitally excluded, including older people, disabled people and low income residents, helping them to access the internet and develop digital skills. Promote access to digital services and technologies to help address the educational attainment gap currently experienced by young people from lower income families.	Corporate Strategy – Strategy and Partnerships Team Housing Services – Sheltered Housing Team Community Services – Neighbourhood Community Development Team	End of March 2021
Continue to provide Accessibility and Equality Training for new and existing taxi licence holders.	Environmental Services – Environmental Health	End of March 2021
Work with residents who have disabilities, including blind and partially sighted people, to develop a Street Charter. As part of our Environmental	Environmental Services – Streets and Open Spaces	End of March 2019




Improvement Programme we will use intelligence from the Street Charter to identify a range of funding opportunities for environmental improvements that support accessibility.		
Continue to develop the queer arts project in partnership with The Kite Trust. Also, subject to approval by Councillors at Committee, use public arts funding ⁶⁷ to involve people with protected characteristics in Cambridge through the public art grants programme.	Environmental Services – Streets and Open Spaces	End of March 2019
Continue to carry out adaptation work on caravan park homes (through support provided from Disabled Facilities Grants, Repairs Grants and Energy Efficiency Grants), and explore further work that could be done around improving energy efficiency.	Home Improvement Agency	End of March 2021
Continue to work in partnership with Cambridgeshire County Council, Cambridgeshire Police and schools through the Think Family project to provide joined up support for people with issues related to unemployment, truancy, crime and/ or sustaining their tenancy. We will help to prevent tenancy sustainment issues by intervening early wherever possible. ⁶⁸	Housing Services – City Homes	End of March 2021
Develop more targeted work with young people to prevent homelessness – especially for young people not in employment, education or training (NEET) or those in Pupil Referral Units.	Housing Services – Housing Advice	End of March 2019

⁶⁷ Section 106 public art projects must benefit and involve communities in arts projects.

⁶⁸ Families that Think Family supports tend to have a variety of issues, including mental health problems, and need to be provided with holistic support that uncovers root causes of issues (which could also relate to direct or indirect discrimination they experience).




<p>Improve support services for those with mental health issues or a dual diagnosis with mental health as a primary issue, including:</p> <ul style="list-style-type: none"> • Monitor the efficacy of the Dual Diagnosis Street Team (DDST) through ongoing evaluation. • Establish a monitoring system to assess the efficacy of the County Council's dual diagnosis strategy. 	Housing Services- Housing Advice	End of March 2019
Continue to deliver the Invigorate programme, offering reduced cost and free physical activity to users of mental health services.	Community Services – Active Lifestyles Team	March 2019
Continue to provide an exercise referral programme across the City. Including free access for residents via ten identified GP surgeries. Available to those who have a medical condition 16+, users of mental health services and people with a disability.	Community Services – Active Lifestyles Team	March 2019
To provide reduced cost swimming lessons to BAME communities and free sessions for toddlers and parents via the Surestart centres at the Kings Hedges & Abbey swimming pools.	Community Services – Active Lifestyle Team	March 2019
Lead a joint project with neighbouring district councils to develop a Cambridgeshire-wide policy on how funding for Disabled Facilities Grants (DFGs) is awarded and to provide more joined up services across housing, health and social care in order to support people to live independently for longer.	Housing Services – Housing Strategy	End of March 2021



Continue to provide sheltered housing schemes for people aged over 60 who wish to carry on living independently but who require some support in order to do so, and support the schemes to run their own social clubs, activities and events.	Housing Services – Sheltered Housing Team	End of March 2021
Continue to deliver the Independent Living Service to support people aged 65 and above to continue to live independently and to combat social exclusion. ⁶⁹	Housing Services – Sheltered Housing Team	End of March 2021
Fund an Independent Living Facilitator to support people aged over 85 and ethnic minority women who are at risk of financial exclusion.	Housing Services – Sheltered Housing Team	End of March 2019
Continue to provide holistic support to City Council tenants with mental health issues to remain in their tenancies via the tenancy sustainment service, and help link people to meaningful activities and groups in order to help reduce social isolation.	Housing Services – Sheltered Housing Team	End of March 2021
Continue to provide 19 units of move-on accommodation for people receiving support under the mental health team to help them to help them to move onto living independent living.	Housing Services – Sheltered Housing Team	End of March 2021

⁶⁹ As part of this project, Independent Living Facilitators provide holistic housing related support related to financial management, linking people to social groups, health and social care, digital inclusion and supporting people (if necessary) to move into a sheltered housing scheme. This work is delivered by Cambridge City Council and funded by Cambridgeshire County Council. It applies to people living across all tenure types including home owners, housing association and private tenants.



Explore the feasibility of letting hard-to-let sheltered housing units to students at reduced rents with the requirement that they undertake 30 hours volunteer work per month to support older tenants with support needs, including helping to combat social isolation.	Housing Services – Sheltered Housing Team	End of March 2019
<p>Continue to actively seek to improve access for people with a range of disabilities to shared spaces in Cambridge through:</p> <ul style="list-style-type: none"> • Applying our Local Plan policies and granting Planning and Building Regulations consents. • Ensuring disabled groups are able to comment on access matters in the forthcoming spaces and movement SPD. • Providing advice and guidance to developers on new developments, and to businesses and individuals around disabled access. • Holding a monthly Disability Panel where members discuss the impact on disabled people of development within the city and where disabled people can raise access issues. 	Planning Services	End of March 2021
Working together with partners in Cambridgeshire and Peterborough to support people with hoarding behaviours, who can be especially prone to mental health issues such as anxiety. ⁷⁰	Environmental Services (Environmental Health) and Housing Services (City Homes)	End of March 2021

⁷⁰ The Council will continue to comply with the Cambridgeshire and Peterborough Multi-agency Protocol for working with people with hoarding ehaviours. The protocol sets out a framework for multi-agency partners to work together, using an outcome focused, solution based model. This protocol has been developed in partnership with a range of statutory and non-statutory partners across Cambridgeshire and Peterborough. The Care Act 2014 recognises hoarding as one of the manifestations of self-neglect and requires all public bodies to safeguard people at risk. To deal with the risks effectively requires a collaborative and integrated approach between agencies.



Identify further opportunities for collaborative working with Cambridgeshire County Council's Traveller Liaison Officer in order to better support Travellers who set-up temporary sites in the city, and Travellers who are high priority need for social housing.	Housing Services (Housing Advice) and Planning Service	End of March 2019
Continuing to fund an expanded 'Advice on Prescription' project, to provide outreach support for residents experiencing mental health issues due to low income, debt or addiction at East Barnwell Health Centre, Nuffield Road Medical Centre, Arbury Road Surgery, and Trumpington Medical Centre.	Corporate Strategy – Strategy and Partnerships Team	End of March 2019

Objective four: To tackle discrimination, harassment and victimisation and ensure that people from different backgrounds living in the city continue to get on well together.

Action	Service(s) leading on this work	When propose to report back
Continue to deliver actions to reduce domestic violence and abuse towards women, as set out in the action plan associated with the Council's White Ribbon status. Continue to attend the Domestic Abuse and Sexual Violence (DASV) countywide Operational Group, and the DASV Delivery Strategic Board, which feed into the Countywide Community Safety Strategic Board chaired by the Cambridgeshire Police and Crime Commissioner, Jason Ablewhite.	Community Services – Safer Communities Team	End of March 2021
Work with the Domestic Abuse Housing Alliance to: <ul style="list-style-type: none"> Review the Council's domestic abuse policies, procedures and 	Housing Services – Housing Advice	End of March 2019



<p>practices with a view to developing a joint framework for local housing providers to consider adopting.</p> <ul style="list-style-type: none"> Develop procedural guidelines covering the Council's approach to known perpetrators of domestic abuse, and to look at perpetrators who are excluded from their homes. 		
<p>Provide funding for an outreach service to women who have experienced domestic abuse in the City. The key aims of the service are to prevent homelessness and provide an on call service 24 hours a day/365 days a year, help improve the housing security and safety of service users in their homes, and tackle social isolation and exclusion via a programme of therapeutic, creative and practical activities.</p>	<p>Housing Services – Housing Advice</p>	<p>End of March 2019</p>
<p>Tackle hate crime within the city by:</p> <ul style="list-style-type: none"> Continuing to provide a Racial Harassment Service to investigate racial harassment and identify appropriate action to reduce it. Continuing to work with the Police on strategic issues around Hate Crime and attend the Hate Crime Task Force meetings led by Cambridgeshire Police. Undertaking a social media campaign around Hate Crime Awareness Week to help the public understand what hate crime is and how to report it, and investigate if there are opportunities to work with partners to engage the community. 	<p>Community Services - Safer Communities Team; and Corporate Strategy – Strategy and Partnerships</p>	<p>End of March 2021</p>
<p>As part of the Prevent Duty, ensure that people at risk of radicalisation and extremism receive the joined up support they need by:</p> <ul style="list-style-type: none"> Delivering Prevent Wrap 3 training for Councillors and City Council staff. 	<p>Community Services - Safer Communities Team</p>	<p>End of March 2021</p>



<ul style="list-style-type: none"> Continue participation on the Channel Panel for Peterborough and Cambridgeshire to look at referred cases of individuals identified as a concern under Prevent and identify support for them. Continue to have a Single Point of Contact for Prevent referrals within the City Council. 		
In its enforcement policy, have regard to the Crown Prosecution Service public policy statements on dealing when taking enforcement action which involves victims and witnesses who have a learning disability or mental health issues.	Environmental Services	

Objective five: To ensure that the City Council's employment and procurement policies and practices are non-discriminatory and to work towards a more representative workforce within the City Council.

Action	Service(s) leading on this work	When propose to report back
Procure a new ICT system to improve our approach to managing and delivering the Council's complex range of programmes and projects, including the reporting on equality impacts of proposals.	Business Transformation	End of March 2019
Continue to procure goods and services in an ethical fashion, including taking opportunities to maximise social value through the Public Services (Social Value) Act 2012.	Commercial Services	End of March 2021
Continue to monitor the profile of the Council's workforce, including reviewing	Human Resources	End of March 2019



our targets for Black Asian Minority Ethnic and disabled representation in the workforce and identifying how best to raise our profile as an employer with disabled people and BAME people.	Community Services – Community Development Officer (Engagement and Inclusion)	
As an accredited Disability Confident Employer, explore future actions to recruit and retain disabled people.	Human Resources	End of March 2021
Promoting new Council apprenticeships via community groups representing BAME groups and in conjunction with our training providers on the government apprenticeship website, which has a wide reach and access by school leavers, young adults and careers guidance professionals.	Human Resources	End of March 2019
<p>Review our sickness absence management policy to:</p> <ul style="list-style-type: none"> • Ensure the Council is supporting employees who experience sickness or ill-health to remain in work through having early intervention and putting effective measures in place. • Identify where additional support is available that could help improve employees' health and wellbeing, reduce absence and support those with a disability. 	Human Resources	End of March 2019
Develop, adopt and promote a wellbeing at work strategy to include a range of wellbeing classes, activities and information campaigns and promotions to circulate amongst all employees, to encourage a healthy active workforce.	Human Resources Active Lifestyle Team	March 2019

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Appendix A - Issues raised through the Single Equality Scheme 2018-21 consultation

The table below provides a summary of the comments made by stakeholders as part of the consultation. Not all of the issues raised by stakeholders will be included in this table – in the main we have focussed on issues raised by more than one organisation consulted with. In order to address issues raised by one organisation only, we will send personalised responses to organisations.

Issues raised by the consultees	Cambridge City Council response
<p><u>Disability: Dementia</u></p> <p>Organisations felt that there is already a lot of awareness about the prevalence of dementia in society but not about actions that individuals, businesses and other organisations can undertake in order to help improve lives for people living with dementia and their carers. Organisations involved in the Dementia Action Alliance shared that there are two strands of the Alliance's work:</p> <ul style="list-style-type: none"> • Making internal improvements in your business or organisation to benefit people living with dementia and their carers, • And an external campaign across the city identifying buildings as dementia friendly and recruiting dementia friends and champions across the city. 	<p><u>Disability: Dementia</u></p> <p>During Dementia Action Week (21st to 27th May 2018), the Council has sought views from the public on improvements that can be made for people living with dementia and their carers – through suggestion boxes at Mandela House customer contact centre, The Guildhall and Clay Farm Centre, and in providing people with an opportunity to feedback ideas via email as explained on our website and on Twitter.</p> <p>During 2017/18 we have raised awareness of dementia across Council services. In engaging our services going forward we will ensure that future meetings with dementia leads include more practical based discussion now that awareness has been raised across Council services.</p> <p>Cambridge City Council has an important role in sharing information on the Dementia Action Alliance with our partners and encouraging them to become involved. We will also create a Dementia Action Alliance webpage on our website that we will update with information on activities of the Alliance.</p>

Issues raised by the consultees	Cambridge City Council response
<p><u>Disability: Personal Independence Payment (PIP) and Employment and Support Allowance (ESA) Benefits</u></p> <p>Some organisations suggested that there is an ongoing need to help disabled people to claim benefits relevant to their needs. They shared their beliefs that claims forms for PIP and ESA are much too prescriptive, which means people need special guidance on how to complete them. It was felt that it is difficult for people to explain how their health condition or disability affects them in a way that adequately answers questions in the form so that they can get an accurate assessment on their eligibility. Related to the appeals process for PIP and ESA, some organisations reflected that there is also a shortage of people who will take individuals through the whole legal process free of charge.</p>	<p><u>Disability: Personal Independence Payment (PIP) and Employment and Support Allowance (ESA) Benefits</u></p> <p>The Cambridge & District Citizens Advice Bureau has applied to our Community Grants and their application has been successful for 2018/19. The Cambridge & District Citizens Advice Bureau provides support for individuals in claiming benefits aimed to support disabled people and also provide support with the appeals process. The Cambridge & District Citizens Advice Bureau also is funded by our Sharing Prosperity Fund to provide advice, including benefits advice, in some GP surgeries.</p> <p>Our Community Grants and Sharing Prosperity Fund are administered once per year. The Community Grants team meet with organisations interested in putting in applications and provide workshops with tips on how to apply for Community Grants. We would encourage other organisations that are providing support with claiming benefits for disabled people to apply.</p>
<p><u>Disability: Mental Health</u></p> <ul style="list-style-type: none"> • Some organisations that we consulted stressed that whilst the Council is not a mental health provider, we are ideally placed to help ensure people get support they need from mental health services and others, especially because people with mental health issues are more likely to be on benefits and mental ill-health can relate to housing issues. • Some voluntary and community sector organisations shared 	<p><u>Disability: Mental Health</u></p> <ul style="list-style-type: none"> • In commissioning a new mental health awareness training provider for staff, we will ensure that sessions include information on where to signpost people to for help, and how to have conversations with people about their mental health to identify where they need support. We will consider means through which we may seek views from people experiencing mental ill-health around where we may better be able to provide support through our different Council

Issues raised by the consultees	Cambridge City Council response
<p>that they felt there is a lack of support locally for people with more significant and longer-term mental health issues. They argued that it is becoming more and more necessary for voluntary and community sector organisations to support people with high thresholds of mental health problems but they are not funded for this work and often do not have this expertise.</p> <ul style="list-style-type: none"> • It was suggested that the Council could look into providing mental health awareness and mental health first aid training to voluntary and community sector organisations that are less able to afford this. This could help the sector support people with mental health problems better, which in turn may relieve pressure on our frontline services given that many people approach the voluntary and community sector for support before coming to the Council. 	<p>services.</p> <ul style="list-style-type: none"> • A new Mental Health Recovery and Community Inclusion Service is going to be jointly procured by Cambridgeshire County Council, Peterborough City Council and Cambridgeshire and Peterborough Clinical Commissioning Group. There will be a new provider for the whole of Cambridgeshire and Peterborough towards the end of the year. This may change the nature of support for people with mental health issues living independently in the community that the voluntary and community sector organisations consulted with are currently providing. We will work with the new provider to identify opportunities for signposting service users with mental health issues to the most appropriate support. • There are organisations currently funded to provide mental health first aid training for free in Cambridge and we will pass on these details to the voluntary and community sector. We will revisit the suggestion around usefulness of providing mental health awareness training to the voluntary and community sector later in the year when the new provider of mental health support mentioned above is in place.
<p><u>Race: Asylum Seekers and Refugees</u></p> <p>Some organisations felt that there is a lack of support for asylum seekers and victims of trafficking to access counselling where they have gone through trauma and are not part of formal resettlement schemes. There is a language barrier to them accessing counselling from voluntary and community sector organisations, for instance. This concern was especially raised when we shared that we wished to link our Anti-Poverty and</p>	<p><u>Race: Asylum Seekers and Refugees</u></p> <p>We have funded a pilot scheme to help ensure there is a suitable information and a translation service for asylum seekers and refugees in Cambridge that was delivered by the Cambridge Ethnic Community Forum.</p> <p>We are now commissioning support for a further two years to help meet needs of refugees and asylum seekers who are not part of the</p>

Issues raised by the consultees	Cambridge City Council response
equality and diversity work closer together.	<p>formal resettlement schemes. This support will include:</p> <ul style="list-style-type: none"> • Providing effective information and translation services • Tackling economic and social marginalisation • Providing assistance with immigration status • Finding accommodation
<p><u>Race: Gypsies and Travellers</u></p> <p>Stakeholders shared some ideas on how we might better support Gypsies and Travellers to access public services and to tackle discrimination they face:</p> <ol style="list-style-type: none"> 1. Our public sector partners shared that it would be useful for them to have a single point of contact to support Gypsies and Travellers with Homelink (social housing applications) and homelessness applications for Cambridge City where needed. A single point of contact would have more expert knowledge on barriers faced by Gypsies and Travellers in accessing housing (for instance, proving local connection). They would also understand needs related to social housing allocation (for instance, being close to other Gypsies and Travellers who can provide a network of support and help reduce isolation). 2. Partners shared the need to continue to be sensitive to the needs of both settled communities and Travellers when considering our approach to unauthorised encampments. 3. Some partners shared that negotiated stopping places or transit sites in the city would be beneficial to prevent unauthorised encampments and enable Gypsies and Travellers to continue to have the right to travel. 	<p><u>Race: Gypsies and Travellers</u></p> <ol style="list-style-type: none"> 1. We are currently in discussion with South Cambridgeshire District Council around how best to support Gypsies and Travellers with social housing and homelessness applications. 2. We plan to develop clearer procedures around support for Gypsies and Travellers on unauthorised encampments on City Council land and on enforcement in partnership with Cambridgeshire County Council's Enforcement Officer. 3. We currently do not have many unauthorised encampments in the city and lack land that we could identify for developing transit sites. Therefore, the development of transit sites is not something we plan to look into currently. 4. We have taken on board this advice and will be looking into how we can better identify opportunities to learn from Gypsies and Travellers about their experiences of discrimination and barriers from accessing public services. For example, we are running Gypsy, Roma and Traveller cultural awareness training for our frontline staff that will in part be run by Travellers.

Issues raised by the consultees	Cambridge City Council response
<p>4. Before developing further work around supporting Gypsies and Travellers to access public services and tackle discrimination we need to find out if support from our Council would be welcomed by the communities themselves and, if so, work with communities to identify support that fits their needs.</p>	
<p><u>Religion: Activity of faith groups in combatting poverty and supporting people with protected characteristics</u></p> <p>Faith groups expressed that it would be useful to map their activity to combat poverty and related to supporting protected characteristics with specific issues faced (for instance, faith groups reported that they had undertaken much work to support Refugees and Asylum Seekers in the city). A mapping exercise could help faith groups identify where gaps in support might be and gain ideas from one another on what actions could help combat poverty and promote equality and diversity.</p>	<p><u>Religion: Activity of faith groups in combatting poverty and supporting people with protected characteristics</u></p> <p>The Council has been helping to develop a Faiths Partnership for faith groups to coordinate efforts to tackle social issues. We will continue to support the development of the Faiths Partnership, including by providing secretariat support for two further meetings of the partnership to enable members to come together and work on plans for the future.</p>
<p><u>Sex: Domestic Abuse and Sexual Violence (DASV)</u></p> <p>The women's organisations we consulted with wanted more information on work Cambridge City Council is engaged in to tackle domestic abuse. They emphasised the importance of continuing to ensure the work gets the profile it needs to ensure its continuation in being seen as a high priority.</p>	<p><u>Sex: Domestic Abuse and Sexual Violence (DASV)</u></p> <ul style="list-style-type: none"> • The City Council has provided grant-funding for a number of voluntary organisations which provide support and a safe space for vulnerable women. • Cambridge City Council has provided funding in 2018/19 for an outreach service to women who have experienced domestic abuse in the City. This service has already been funded by the

Issues raised by the consultees	Cambridge City Council response
<p>The women's organisations shared that tackling sexual violence needs to be a key priority for the Council given the significant increase in people feeling able to talk about their experiences following the Me Too campaign, which will mean more people come forward for help.</p> <p>Finally, women's organisations were interested in exploring how we provide support for people experiencing domestic abuse through our housing advice and social housing allocation teams.</p>	<p>Council for a number of years. The key aims of the service are to prevent homelessness and provide an on-call service 24 hours a day for 365 days a year, help improve the housing security and safety of service users in their homes, and tackle social isolation and exclusion via a programme of therapeutic, creative and practical activities.</p> <ul style="list-style-type: none"> • Safer Communities successfully achieved re-accreditation for Cambridge as a White Ribbon Council from February 2017 until February 2019, in order to tackle violence against women and girls and work to an action plan. The Council has appointed 7 White Ribbon Ambassadors and a range of activities have been carried out to date, including: Launching a community forum, holding talks for professionals, hosting a coercive control conference (June 2017), and public awareness raising activities – such as a community big lunch (June 2017) and a stall outside the Guildhall on Saturday 25th November for White Ribbon Day and UN Day for the Elimination of Violence Against Women. • In April 2016, a webpage was set up for signposting customers to advice for people affected by domestic abuse (https://www.cambridge.gov.uk/advice-for-people-affected-by-domestic-abuse), which itself links to the County's 'Domestic Violence Directory' (https://www.cambridge.gov.uk/domestic-violence-directory). This webpage was developed following consultation with the Cambridge Women's Aid, Countywide DASV Partnership and legal advice. • Content was provided and is included in Cambridge City Council's taxi driver licence holders' mandatory Customer Awareness, Safeguarding, and Equality & Protection Training that has been delivered since April 2017 (https://www.cambridge.gov.uk/safeguarding-and-knowledge-

Issues raised by the consultees	Cambridge City Council response
	<p>test-for-taxi-drivers)</p> <ul style="list-style-type: none"> Cambridge City Council chairs the multi-agency Cambridge Community Safety Partnership. Domestic Abuse has been a priority since 2011. For more details about the work and agencies involved the web link is https://www.cambridge.gov.uk/cambridge-community-safety-partnership. (Also, note that Councillor Ann Sinnott is Cambridge City Council Lead Councillor for Community Safety and Domestic Violence.) Cambridge City Council is represented on the DASV countywide Operational Group, which holds its meetings at the Elms Sexual Assault Referral Centre, and also on the DASV Delivery Strategic Board, which feed into the Countywide Community Safety Strategic Board chaired by the Cambridgeshire Police and Crime Commissioner, Jason Ablewhite. The Council has signed up to the Domestic Abuse Housing Alliance. This is in recognition of the fact that Housing Providers are uniquely placed to identify domestic abuse. Residents living with domestic abuse are four times more likely to have Anti-Social Behaviour complaints made against them, and domestic abuse is a leading cause of women's homelessness. We want to help tackle domestic abuse and support people to stay in their homes by reviewing the Council's domestic abuse policies, procedures and practices with a view to developing a joint framework for local housing providers to consider adopting.

Issues raised by the consultees	Cambridge City Council response
<p><u>Equality Pledge</u></p> <p>Organisations who are signatories to the Equality Pledge were supportive about the idea of us holding an event/meeting with other signatories in order to share good practice related to promoting equality and celebrating diversity. They felt that this could provide a good collective training opportunity, and maintain the momentum of work around the Pledge after the increase in organisations who signed up to it in the last year.</p>	<p><u>Equality Pledge</u></p> <p>We will explore what training signatories would find useful, and how best they can share good practice related to equality and diversity work with each other. The event could focus on :</p> <ul style="list-style-type: none"> • providing equal opportunities in recruitment practices and actively supporting under-represented groups to enter the labour market/ take up volunteering opportunities, • how to make services and information more accessible to the community, • supporting or engaging with initiatives that exist across our area to support different protected groups, • And how to share good practice on equality and diversity more widely, including the fact they are signed up to the Pledge.
<p><u>Hate crime</u></p> <p>Some organisations suggested there is a need to raise more awareness about what hate crime is, how to report it and how to challenge inappropriate language. It was suggested that the Council could undertake some work within the community, like in schools, during Hate Crime Awareness Week (13th to 20th October 2018).</p> <p>Some organisations also shared that hate crime was especially experienced by people who look visibly different: for example, Encompass Network and The Kite Trust reported that hate crime is experienced more by transgender people than lesbian, gay and</p>	<p><u>Hate crime</u></p> <ul style="list-style-type: none"> • The Council will be strengthening the information provided around hate crime for our equality and diversity staff induction training: by providing further information on how to report hate crime, and how to encourage reporting by service users who are reluctant to report it. • We will also undertake a social media campaign around Hate Crime Awareness Week to help the public understand what hate crime is and how to report it, and investigate if there are opportunities to work with partners to engage the community during the week. • Our Safer Communities Team provides a Racial Harassment

Issues raised by the consultees	Cambridge City Council response
bisexual people.	<p>Service within the community to report hate crime motivated by hatred towards a person's race, which is then investigated by the Racial Harassment Officer. The Police document incidents of reported hate crime, and the Community Safety Team is responsible for supporting and reassuring communities following incidents as well as looking for remedies using civil law.</p> <ul style="list-style-type: none"> • We provide transgender awareness training for our frontline staff in order to raise awareness of hate crime experienced by this community, consider how this relates to our safeguarding duties, and means we can make our services as welcoming, accessible and safe to transgender people as possible.
<p><u>Loneliness</u></p> <p>Stakeholders shared specific experiences of loneliness encountered by different protected characteristics. Two examples were:</p> <ul style="list-style-type: none"> • Encompass Network and The Kite Trust identified how loneliness is experienced by LGBTQ people in the city because there is no dedicated space for them to develop a sense of community. • The C3 Church reported that older people are least likely to use foodbanks, which has implications related to their experience of poverty but also loneliness in that they cannot be signposted to support. 	<p><u>Loneliness</u></p> <p>Comments that were made by stakeholders in the consultation on the Single Equality Scheme 2018-21 reflected the complexity of tackling different experiences of loneliness and the need for a fuller consideration of evidence on how loneliness is experienced by different social groups.</p> <p>We will embed loneliness as an area of consideration within Equality Impact Assessments – related to the protected characteristic of Disability, given the health risks associated with loneliness – in order to identify how our plans, policies and procedures help tackle loneliness (and relating to meeting our Public Sector Equality Duty to foster good relations between people who share a protected characteristic and those who do not).</p>

Issues raised by the consultees	Cambridge City Council response
	<p>The Council will also help develop links between external campaigns related to tackling loneliness that we are part of, including the Dementia Action Alliance, the Campaign to End Loneliness, the STOP Suicide campaign and campaigns to tackle food poverty.</p> <p>Related to the lack of a designated space for LGBTQ people in the city, the Council will be signing up to the live Safer Spaces campaign. The campaign aims to make sure businesses and organisations are as accessible, welcoming and safe for LGBTQ people as possible. This is especially important in the absence of specific spaces for LGBTQ people in the city. In taking part in Safer Spaces we shall also promote the LGBTQ meet-ups groups run by Encompass Network to our staff and externally in order to help develop a sense of community for LGBTQ people. We continue to run transgender awareness training for our frontline staff in order to increase their confidence to effectively support people – looking at using positive language, good practice with form filling, and understanding different terms.</p>



Item : **SWIMMING INVESTMENT STRATEGY**

To:

Councillor Richard Johnson, Executive Councillor for Communities

Environment & Community Scrutiny Committee 28/06/2018

Report by:

Ian Ross,

Tel: 01223 - 457000

Email: Ian.Ross@cambridge.gov.uk

Wards affected: All wards

Not a Key Decision

1. Executive Summary

- 1.1 To adopt the proposed swimming pool investment strategy to allow for the use and allocation of collected Developer S106 Contributions specifically for swimming to be assigned to projects to improve access and upgrade swimming facilities around the city.
- 1.2 To approve the release of feasibility funds to be able to do investigatory and feasibility works to look at a range of investment options to improve access and facilities at Jesus Green Lido.

2. Recommendations

The Executive Councillor is recommended to:

- 2.1 Adopt the proposed Swimming Investment Strategy in Appendix 1 to be able to allocate existing and future S106 developer contributions for swimming for the improvement of swimming opportunities across the City.
- 2.2 Approve the use of up to £45,000 from the feasibility fund to do more detailed survey works and options appraisals for the development of Jesus Green Lido.

3. Background

- 3.1 The City has been collecting S106 Developer Contributions specifically for swimming from the major growth sites for many years. This “pool” of money now equates to agreed contributions of around £910,000 with a further sum of around £145,000 yet to be agreed for Land North of Cherry Hinton. This could provide a fund of around £1,055,000 specifically for investment in swimming around the city.
- 3.2 Of this funding the City Council has already been paid over £517,000 with the outstanding balances due in from major growth areas totaling in excess of £390,000 to be paid over the coming 5 years.
- 3.3 The City Council along with South Cambridgeshire District commissioned joint authority strategies for Playing Pitches and Indoor Sports facilities both of which were completed and adopted in June 2016.
- 3.4 This strategic work was led by Leisure Consultants and Recreation and Planning officers from both Councils. The work was also informed by local representatives of National Governing bodies, and Sport England officers, along with comprehensive independent site visits and assessments of all pitches and leisure facilities in both Councils districts whether council owned and run, or privately owned and run.
- 3.5 The Sport England Facilities Planning model was used to assess current demand and future needs accounting for growth and new populations with the City, fringe sites and beyond for swimming and sports hall provision.
- 3.6 The modelling for swimming pools across the districts identified 11 swimming facilities of which only 4 are available for public pay and play usage. (Abbey and Parkside Pools, in the City and Impington and, Melbourne College Pools in South Cambs).
- 3.7 Whilst there are other pools available they are either too small (under 20m in length – Kings Hedges), a non-standard pool length (Chesterton Sports Centre pool), or only open on a seasonal basis (Jesus Green Lido), they are therefore not included in the Sport England facility modelling for assessing water space.
- 3.8 Usage analysis also showed that Parkside Pools was operating at 98% capacity with Abbey at 62% capacity. Sport England comfort levels are anything below 70%, anything above this is considered to be overcrowded and has a detrimental swimming experience for the user.

- 3.9 The usage modelling also finds that the City has a provision of 17m² of water space per 1,000 population, (one of the highest in the Country), whilst South Cambs has a low provision (2.6m²) per 1,000 population.
- 3.10 Analysis of the pool water space around the city indicates that the City technically has an overprovision for swimming water space but due to the availability of limited swimming opportunities in South Cambs, the City pools import enough swimmers to cancel out the modelled over provision.

4.0 Accounting for Future Growth

- 4.1 Modelling for future expansion and population growth to 2032 within the City and South Cambs, factoring in all publically accessible 25m pools across the two authorities identifies a future deficit of two 6 lane 25m pools within the City and at least four 25m pools within South Cambs.
- 4.2 Swimming remains a popular sporting activity, with current levels of swimming visits at over 600,000 within all city pools, and still increasing year on year, going against a national trend for a decline in swimming visits around the country.
- 4.3 If the City pools are to keep up with the local demand and future growth in the district, and are to remain facilities enjoyed by local residents, capital investment will be required to keep them serviceable, modern, and appealing, and therefore require the investment of existing and future S106 developer swimming and sporting contributions.

5.0 Aspirations for potential investment, redevelopment & refurbishment

- 5.1 The City Council has no current plans, nor the large capital funding required to build new pools, so investment of available and future S106 Developer contributions should be focused on increasing the capacity of the existing pools, and improving access to them for all ages and abilities.
- 5.2 The Swimming Pool Investment plan in Appendix 1 identifies areas where investments could be made in the existing facilities to increase capacity for additional water space required within the City, and how improvements could be made to diversify the range of swimming and water play facilities on offer around the City.

- 5.3 Whilst the City Council has no plans to build a new pool the University of Cambridge are currently fundraising to build a 25m pool next to the existing NW Cambridge Sports Centre site, and there may be options for investment of S106 swimming funds to this project with the University to negotiate public use and access to the pool especially for use by the City of Cambridge Swimming Club and public lesson programmes.
- 5.4 There are other new pools being planned as part of some of the larger major growth sites in South Cambs, with plans for a pool in Cambourne currently being progressed.
- 5.5 Other longer term pool provision is also being considered in South Cambs in the later stages of the Northstowe and Waterbeach developments.

Jesus Green Lido

- 5.6 Investment in the City's own pools should be a priority for the available S106 developer's funds and it is proposed that additional investigatory works are started to see what potential investments could be made at Jesus Green Lido to enhance and increase the availability of the existing pool water space.
- 5.7 The outdoor unheated lido is not currently included in the Sport England Facility Modelling as it is a seasonal and outdoor facility, and only indoor pools in excess of 20m in length are modelled.
- 5.8 If the season could be extended, or even provide an all year round offer, it has the potential to deliver over 1,000m² of pool water spaces, and could be an option for a large scale increase in water capacity within the city.
- 5.9 The lido was constructed in 1923 is not far off its centenary year and it is proposed that feasibility funding is released to carry out investigatory works to ascertain the level of capital investment works and opportunities required to introduce modern facilities and improved access both to the pool entrance and inside the pool area.
- 5.10 Feasibility works would look at a range of options for the introduction of a new entrance building to address the loss of facilities from the Rouse Ball Pavilion, and include new changing rooms and showers, public toilets, a community room and café area.

- 5.11 Other works would investigate the pool tank, pool plant, ground water, and energy conservation options to modernize the plant, equipment and energy conservation potential for future elongation of the operational season.
- 5.12 A report on the outcome of the feasibility and investigatory work would then be tabled to an Environment and Communities Scrutiny Committee in the 2019 for approvals for the future of the Lido and levels of investment required.

6. Implications

(a) Financial Implications

The funds collected to date are specifically to be used on improving swimming facilities and capacity building of swimming around the City.

As they are S106 developer contributions most are time limited with the earliest having a contractually committed expiry date of July 2023.

There has to be a proven need to collect developer contributions under CIL in the future and the investment strategy aligned with the indoor sports strategy should provide an evidence base of need to secure future funds from major growth sites.

Sums spent on feasibility work may be able to be claimed back against S106 developer contributions if the project is delivered.

(b) Staffing Implications

There are no staffing implications aligned to this report.

Recreation Officers will work with procured consultants to work up options for investment at Jesus Green Lido.

(c) Equality and Poverty Implications

The investment strategy appendix identifies potential areas for investment which will all improve the access to swimming facilities for the general public.

The Councils aim is to improve facilities to encourage use by families and local residents whilst keeping them affordable to all.

(d) Environmental Implications

There are a range of investment opportunities that could be delivered within the pools that can bring about energy savings and reduce the amount of utilities consumed and carbon emissions at the pools.

Feasibility funding is requested to look at environmental investment at the pools specifically at Jesus Green Lido and what payback and savings energy investments may deliver within the rest of the Councils pools portfolio.

(e) Procurement Implications

With access to the feasibility funds Officers will procure the services of external organisations and consultants for specialist investigatory works, detailed modeling and feasibility studies for deliverable projects that can be funded.

(f) Community Safety Implications

There are no known safety implications at the current time as a consequence of this report

7. Consultation and communication considerations

Consultation with Local Groups and Organisations and the general public will be undertaken to assess the need and support for some potential options.

This work will then inform future project proposals to be brought back to this Scrutiny Committee at a later date for approval and possible financial support from the Council and other partners.

8. Background papers

Background papers used in the preparation of this report:

- a) Indoor Sport Strategy Link – [Click Here](#)

9. Appendices

- (1) Swimming Pool Investment Plan

10. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Ian Ross, Sport & Recreation Manager,
tel: 01223 - 457000,
email: ian.ross@cambridge.gov.uk .

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APPENDIX 1 – SWIMMING POOL STRATEGY 2018

1.0 Executive Summary

- 1.1 In general the residents of Cambridge City enjoy a very good level of supply of pools and diversity of water space, within the City, with provision above the national average, being delivered through a good mixture of school, commercial and local authority facilities.
- 1.2 Although the Sport England modelling data indicates that there is an oversupply of water space in the City these figures are based pre-dominantly on the demand placed on them by Cambridge City residents in isolation, when the model utilises data relating to imported use from outside of the City as well, it provides a different picture and results in an undersupply of water space.
- 1.3 Of the seven modelled sites two are Council owned pools providing 51% of the swims available in the peak period based on the data that has been modelled. The only negative is that the City pools offer is not accessible by all members of the community based on the 20 / 30 minutes / walk times used within the analysis.
- 1.4 A number of the pool facilities in the City are starting to age (The Abbey Pool is now 27 years old and Parkside Pools is 19 years old), and most non authority run sites do not have recorded refurbishments according to Sport England's Facility database - Active Places. Whilst with investment all these sites should be in a position to continue to offer quality community opportunities for a number of years, with population growth and increased participation in swimming, it is likely the public swimming offer in Cambridge is going to struggle to meet demand in the future.
- 1.5 Overall site usage across the City in the peak period is at 69%, just 1% short of the "full" level used by Sport England. However, it is clear that certain pools are under pressure. Parkside is at 98% capacity, Abbey at 62% and other facilities – Leys at 87% and Nuffield Health at 69% are at or nearing capacity too.
- 1.6 If there continues to be no additional offers that are more convenient to South Cambs residents the City's capacity issues are unlikely to change, and demand will eventually outstrip supply, and all sites will have to operate at full capacity which will bring issues with the quality of the swimming experience offered, with accessible times and overcrowding problems.
- 1.7 The only facilities with good availability are private ones at DW, David Lloyd and Frank Lee.

- 1.8 There is minimal exportation of swimmers out of the city, and areas that have the lowest levels of access to pools in Cambridge at present are those who live in the north west of the authority.
- 1.9 Acknowledgement needs to be given that there are other swimming facilities in the City which have not been modelled as they fall outside of the Sport England Facilities criteria, and do contribute to the overall provision of water space in the city namely; Chesterton Community College Pool, Kings Hedges Learner Pool, and Jesus Green Lido.
- 1.10 Capacity building for additional water space needs to be a priority for both authorities and going forward investment should be focussed on;
- Improving existing stock that is aging
 - Additions to existing facilities
 - Negotiate community access to privately owned facilities
 - New provision

2.0 Introduction

2.1 This report provides a strategic assessment of the current level of provision for Pools in Cambridge using Sport England's Facilities Planning Model run with data as of January 2015, ¹ which fed into the Indoor Sport Strategy for the City adopted in June 2016.

2.2 Where applicable the data outputs for Cambridge are compared with;

- (a) national and regional averages,
- (b) neighbouring authorities and
- (c) CIPFA 'Nearest Neighbour' authorities. (Exeter & Oxford)

2.3 Supply of Pools from the Sport England Facilities modelling

Table 1 - Supply	Cambridge	ENGLAND	EAST REGION	Cambridgeshire County	South Cambridgeshire	Exeter	Oxford
Number of pools	10.00	3,053.00	339.00	27.00	2.00	9.00	13.00
Number of pool sites	7.00	2,156.00	241.00	21.00	2.00	7.00	11.00
Supply of total water space in sqm	2,172.00	681,427.00	75,729.00	5,756.00	410.00	2,084.00	3,234.00
Supply of publicly available water space in sqm (scaled with hrs avail in pp)	2,038.27	567,268.52	63,123.69	5,139.19	329.01	1,546.86	2,712.00
Supply of total water space in VPWPP	17,672.00	4,918,218.00	547,282.00	44,557.00	2,853.00	13,411.00	23,513.00
Water space per 1,000	17.36	12.46	12.51	8.94	2.61	17.21	20.88

2.4 There are a total of 10 pools on seven sites across Cambridge, of which 7 pools are used in the facility modelling. Current Sport England guidance is that pools need to be open all year round and measure at least; 8.5m for a 4 lane pool, 10.5m width for a 6 lane pool, 12.5 or 13 for a 6 lane pool and 17m for an 8 lane pool.

2.5 The seven pools included in the local modelling are;

Public Pools

Abbey Pool a 25x12m Pool offering 5 lanes

Cambridge Parkside Pools a 25x18m pool offering 8 lanes

Private Membership Pools

David Lloyd a 25x10m pool offering 4 lanes

DW Fitness a 20x9m pool offering 3 lanes

The Frank Lee a 25x9m pool offering 3 lanes

The Leys a 25x10m pool offering 4 lanes

Nuffield Health a 25x 8m pool offering 2-3 lanes

2.6 The 3 remaining pools are all secondary pools – two at Parkside – 1 toddler leisure pool and 1 diving pool with a moveable floor, and the other one is the learner pool at Abbey.

2.7 There are a number of other pools in Cambridge but these are either too small to be considered for the modelling (those under 20m in length and / or under

¹ , As no new swimming facilities have been built since 2015 and the modelling considered known population growth till 2032, the data set is still considered to be up to date.

160sqm (Chesterton Community College Pool, Kings Hedges Learner Pool & the Grove Pool), or they are lido facilities (Jesus Green and Sheeps Green) and have a limited number of weeks of access.

- 2.8 Although the modelling excludes these facilities from the analysis they do assist in meeting the needs of the community swimming offer. In some locations club and learn to swim programmes have been migrated to these smaller sites to free up more pay and play access at key community sites in order to free up key pool time and space.
- 2.9 The type of management does have an impact on the way that the model works and how it distributes visits to sites. The model uses the demographics, and thereby relative affluence, to push specific users to specific facilities. If a site is identified as commercial the model will make assumptions that it is less accessible to the general public thorough membership systems and costs to use.
- 2.10 Age of the facilities also has an impact on the modelling and a number of the facilities in the area are starting to age;
- The Frank Lee facility was built in 1973 and has no recorded refurbishment, so it is likely to require some investment in order to ensure it can continue to provide an offer that is attractive to community users.
 - Abbey is now 27 years old and had a refurbishment of changing facilities in 2009 which would have impacted positively on its attractiveness to users in the modelling.
 - Parkside is now 19 years old with a refurbishment in 2012 for changing accommodations again uplifting its attractiveness in the modelling.
 - Nuffield Health is around 17 years old with no recorded refurbishment.
 - The Leys is 20 years old with no recorded refurbishment.
 - David Lloyd was built in 2004 now 14 years old and,
 - DW Sports in 2008, at 10 years old, neither have recorded refurbishments.
- 2.11 Two of the 7 sites are owned by the Council and operated by GLL which means that the authority has control over 51% of the swimming offer in the peak period (Abbey 3,663 visits per week peak period (vpwpp) and Parkside 5,275 – total 8,937 of the 17,672 available. This shows the importance of the City Councils pools but also highlights how important wider providers are in meeting the overall swimming needs of Cambridge residents.
- 2.12 The total amount of square meters (sqm) of pool space provided in Cambridge is 2,172sqm. When the availability of this space for community use in the peak period is considered this figure drops to 2,038sqm.
- 2.13 This level of supply equates to 17.36sqm of water space per 1,000 residents. This level of provision is high in comparison to the National average being

12.46sqm, Regional being 12.51sqm, and County down at 8.94sqm. These compare well to CIPFA comparators at 17.21sqm, but are lower than Oxford at 20.88sqm.

- 2.14 The figure for the whole of Cambridgeshire is low in comparison to Cambridge City due to the low level of provision in South Cambridgeshire at just 2.61sqm of water space per 1,000 residents. This is the 4th lowest level of provision for any authority in England. This is suggesting that the facilities in Cambridge City are likely to play a major role in serving the swimming needs of many South Cambs communities.
- 2.15 It is important to note that the modelling data set views just the City pools and provides a measure of water space supply provided by facilities based within the City boundary against demand created by the population of the City. The modelling does not take in to account the fact that additional pressure from potential users who do not live in the City, nor the fact that Cambridge residents may also go out of the City to participate in swimming activities.
- 2.16 Due to the challenges of getting around Cambridge via cars the location of sites may have an impact on resident's decisions to participate in swimming and whilst the travel distances are short, travel times across the city may have an impact on regular participation.

3.0 Demand for Pools

- 3.1 The modelled pools give a supply of 2,038spm, with the City's residents generating a total VPWPP (visits per week in the peak period) of 8,158 vpwpp, in comparison to a supply capable of providing 17,672 vpwpp. This is a large oversupply of 9,514 vpwpp but is modelled on the pools being at 100% capacity.
- 3.2 A "Comfort Factor" is therefore modelled and this comfort factor is based on a 70% occupancy rate instead, and when this comfort factor of access is considered, the supply of the city pools equate to 1,354sqm of water space and 12,370 vpwpp, an oversupply of 4,212 vpwpp.

4.0 Supply & Demand Balance

- 4.1 Based on Cambridge's population, demographic and pools comfort factor the demand is for 1,354sqm of water space, with a supply of 2,038sqm this results in a significant oversupply of 684sqm of water space. To give a context to this data a 25m 6 lane pool capable of meeting community need is 312.5sqm (25x12.5). Therefore the oversupply is marginally more than two 6 lane pools if the demand generated by just the population of the City is used.

- 4.2 Of the comparator authorities South Cambs has a very significant undersupply of 1,321sqm, (equivalent to over four 6 lane 25m pools). However, the two CIPFA comparators both have oversupplies too – Exeter not as high as Cambridge at 258sqm and Oxford even higher at 1,003sqm.
- 4.3 This statistic only provides a ‘global’ view of provision and does not take account of the location, nature and quality of facilities in relation to demand; how accessible facilities are to the resident population (by car, cycle and on foot); nor does it take account any facilities in adjoining authorities and the demand that their communities create.
- 4.4 Data shows that 65% of the visits to pools were made by people travelling by car. This figure is far lower than the National (75.65), Regional (83.42%) County averages (85.72%). This is not a surprise for Cambridge with its active travel approach and promotion of cycling throughout the City. The figures are similar to those in Exeter (67.86%) and Oxford (62.63%).
- 4.5 Of the modelled visits 95% are met within the catchment areas for travel times for facilities based in the City. This compares well the County average (90%) and is similar to those of Exeter (95.1%) and Oxford (93.6%). Higher figures of retained demand in urban areas is usually due to the reduced distances for travel experienced in tighter geographical areas.
- 4.6 This means that just 5% of the demand generated by Cambridge residents is modelled to be exported to facilities in neighbouring authorities. It is likely that most of this is modelled export of swimmers to go to Impington or Bottisham Pools.
- 4.7 In contrast South Cambs retains just 21.6% of its swimming participation and exports 78.4% of its generated demand. Whilst the national facilities report cannot provide detail of where this export is going directly, it is clear that many South Cambs residents will make use of facilities based in Cambridge City.
- 4.8 Although Cambridge has a high level of identified oversupply, all the needs of residents are not being met as some are outside the walk / drive time of a local facility. Of the unmet demand 99.5% is as a result of residents being outside the catchment of an existing facility and just 0.5% as a result of lack of capacity at an existing site. This means that the only way the needs of residents can be met is by the provision of additional water space in alternative locations. However, the modelling data does not provide a clear indication of where any new provision should be provided.
- 4.9 Cambridge exports just 384 vpwpp to neighbouring authorities and imports 4,852. This makes Cambridge a significant net importer of 4,681 vpwpp. This equates to 777sqm of water space or nearly two and a half 25m x 6 lane pools. (or 15 lanes)

- 4.10 In comparison South Cambs is a net exporter of 6,236 vpwpp, (four 25m x 6 lane pools) this identifies the significant reliance that South Cambs residents have on the City based facilities in meeting their swimming needs.

5.0 Used Capacity - How well used are the facilities?

- 5.1 The modelled used capacity in the peak period of the facilities in the City is 68.8%. This is higher than the National (64.8%) and Regional (63.3%) averages but lower than the County (76.7%) average. This is not a surprise when you consider the large amount of identified oversupply in the City, and undersupply in South Cambs, means the County demand takes in to account the net result of both positions.
- 5.2 Sport England considers a pool to be “full” when its % utilisation in the peak period reaches 70% or more. This is due to the fact that it is difficult to book and programme a facility to meet the needs of users when a facility is this full. 68.8% capacity for the City Pools very close to this 70% line, and as a result the ability of the City pools to take on significant further usage for its own resident growth demand is very limited, to provide a satisfactory user experience.
- 5.3 This means in the longer term the provision of additional water space in either the City or South Cambs needs to be considered, to take on the increased demand as a result of population growth, along with general increase in participation.
- 5.4 At an individual facility level Abbey is modelled to be at 62% capacity and Parkside 98%. This indicates that Parkside is almost full and many users may experience lower quality swimming experiences due to how busy the site is. Abbey still has some capacity before the model would identify it as full.
- 5.5 Nuffield Health is modelled at 69% close to the 70% capacity line and The Leys is over capacity at 87%. David Lloyd (37%), DW (56%) and Frank Lee (33%) are the only modelled sites with any spare capacity in the city. As these sites are all commercial it is unlikely that they can play much of a role in taking up the slack of increased demand to any great degree as they all require signing up to membership packages, and some sell themselves on the exclusivity of membership.

6.0 Relative & Equity share of facilities

- 6.1 Relative share helps to show which areas have a better or worse share of facility provision. It takes into account the size and availability of facilities as

well as travel modes. It helps to establish whether residents within a particular area have less or more share of provision than other areas when compared against a national average figure which is set at 100. This score is based on access to facilities regardless of their location so it is not merely determined by modelling access to facilities.

- 6.2 The overall score for Cambridge is slightly above the National average at 103.5. South Cambs is rated at 93.8 and is not as low as one would expect with its level of supply but again it clearly identifies the reliance on the City and other neighbouring Authorities swimming provision to meet this need.
- 6.3 CIPFA comparison authorities report Exeter at 90.3 overall, and have poorer access than Cambridge residents but those in Oxford enjoy a high figure of 135.
- 6.4 The lowest scores in the area are the north west of the City at just 81, and the highest are in the Cherry Hinton area at 137. The score for the central city areas are around 94. This may seem surprising with the volume of water space in this area but it is reflective of the population in the area and the fact that the facilities are at capacity so even though these residents have access, the quality of that access is compromised by how busy the sites are modelled to be.

7.0 Summary

- In general the residents of Cambridge City enjoy a very good level of supply of pools and water space and provision is above the national average.
- There is a good mixture of school, commercial and local authority operated facilities.
- Although the data indicates that there is a major oversupply of water space these figures are based pre-dominantly on the demand placed on them by Cambridge residents in isolation, when the model utilises data relating to imported use as well it provides a different picture,
- Overall site usage across the City in the peak period is at 69%, just 1% short of the full level used by Sport England. However, it is clear that certain pools are under pressure. Parkside is at 98%, Abbey at 62% and other facilities – Leys at 87% and Nuffield Health at 69% are at or nearing capacity too.
- The only facilities with available capacity are private ones at DW, David Lloyd and Frank Lee.
- There is minimal exportation of swimmers out of the city and areas that have the lowest levels of access in Cambridge at present are those that live in the north west of the authority.

- Acknowledgement that there are other facilities in the City which have not been modelled as they fall outside of the Sport England Facilities criteria, and do contribute to the overall provision of water space in the city namely; Chesterton Community College Pool, Kings Hedges Learner Pool, and Jesus Green Lido.
- Capacity building for additional water space needs to be a priority for both authorities and going forward investment should be focussed on;
 - Improving existing stock that is aging
 - Additions to existing facilities
 - Negotiate community access to privately owned facilities
 - New provision

SWIMMING FACILITY INVESTMENT PLAN

Indoor Sports Strategy 2016 - Actions for Swimming Pool development

Option	Water Space required - Equivalent to 2x 6 lane x 25m pools
1	Increase access to existing commercially operated pools in the City
2	Open a new pool at the University with secured community access (minimum 8 lane x 25m pool)
3	Relocate at least some club training to the new university pool to free up public time at Parkside pools
4	Develop additional swimming facilities in South Cambs as part of future facility strategy updates on needs generated by new growth communities in Northstowe, Cambourne and Waterbeach
5	Adapt Jesus Green Lido to enable all year round opening and usage
6	Investment and updates to the Frank Lee Centre and open for community use

City Council Owned Facilities

Location: Abbey Pool		
Proposal	Investment	Timeframe
Additional water play features on poolside To increase family and young children's usage of the pool.		
Additional large scale poolside feature To increase the leisure element of swimming pool and water confidence and increase family usage and activities.		
Pool Hall refurbishment. To keep the facility modern and welcoming		
Poolside surrounds retile To keep the facility well maintained and safe		
Wetside changing room refurbishment To keep ancillary area up to date, fully accessible for all ages and abilities, modern and welcoming		
Investment in energy saving technology To reduce energy consumption and carbon emissions and help maintain pool plant and environments		
Extension of opening hours To potentially increase longer hours later at night and at the weekends		

Poolside health suite To offer a different range of facilities for users of the centre		
Exterior landscaping works To the rear of the site to enhance the general area and create additional space for users to enjoy whilst at the centre.		
Café provision To offer affordable and nutritional food and vending		

Location: Cambridge Parkside Pools		
Proposal	Investment	Timeframe
Investment in energy saving technology To reduce energy consumption and carbon emissions and help maintain pool plant and environments		
Extension of opening hours To potentially increase longer hours later at night and at the weekends		
Flume tower refurbishment To keep the facility well maintained and safe		
Diving board tower refurbishment To keep the facility well maintained and safe		
Additional water play features on poolside To increase the leisure element of swimming pool and water confidence and increase family usage and activities.		
Pool Hall refurbishment. To keep the facility modern and welcoming		
Poolside surrounds retile To keep the facility well maintained and safe		
Flume refurbishment To increase the leisure element of swimming pool and water confidence and increase family usage and activities		
Studio space expansion To increase the range of activity space within the centre and offer a range of fitness options		

Relocation of swimming club training hours To relocate some of the training sessions of the swimming club to any new pool facilities to allow for more public swimming sessions		
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Location: Jesus Green Lido

Proposal	Investment	Timeframe
Poolside access To improve the access around the poolside and into the pool for all ages and ranges of ability.		
New Entrance To change the entrance to the pool to provide a new entrance and courtyard into the pool from the tow path		
New landscaping Enhanced landscaping throughout the pool area to increase space and capacity and provide better sunbathing areas and areas of natural shade		
New Building for pool entry, changing rooms and café To provide a new building to encompass a new pool reception, public toilets, new changing rooms and showers for pool users, community rooms and café to serve both the pool and Jesus Green		
New Pool Plant and plantroom Invest in new pool plant to increase and enhance the water quality and provide a modern building to replace the existing pool plantroom.		
Studio space expansion To increase the range of activity space within the centre and offer a range of fitness options		
Investment in energy saving technology To reduce energy consumption and carbon emissions and help maintain pool plant and environments		
Extension of opening hours To increase the hours of opening and look at lengthening the season or adapting the pool to be able to operate all year round		
Additional water play features on poolside To increase the leisure element of swimming pool and water confidence and		

increase family usage and activities.		
Pool Tank works To reconfigure the pool tank profile to reduce the volume of water and provide usable shallower water space for families and younger children.		
Increased Security to the perimeter To upgrade the security fence around the pool to prevent unauthorised access out of hours		

Location: Kings Hedges Learner Pool		
Proposal	Investment	Timeframe
Additional Changing Room To provide additional changing room or group change area with toilet and showers. Potential to incorporate public toilet block and provide new public toilet		
New Entrance To change the entrance to the pool to provide a new entrance and foyer / lobby into the pool from the public footpath path		
Additional water play To increase the leisure element of swimming pool for water confidence and increase family usage and activities.		
Pool Hall refurbishment. To keep the facility modern and welcoming		
Poolside surrounds To keep the facility well maintained and safe		
Investment in energy saving technology To reduce energy consumption and carbon emissions and help maintain pool plant and pool environments.		
Extension of opening hours To increase the hours of opening and look at lengthening opening hours at the weekend and late evenings.		

Paddling Pools & Splash Pads		
Site	Investment	Timeframe
Abbey Splashpad	Change around water features	
Cherry Hinton Hall	Refurbish pool plantroom building Develop toddler paddling pool Introduce water play features Redesign pool entrance Introduce concession kiosk position Relocation of toilet facilities	
Coleridge Splashpad	Change around water features Refurbish pool surrounds	
Kings Hedges Water Play	Increase incoming water supply to features tank Increase features run time Increase water play footprint Introduce toddler water play Introduce Paddling pool	
Lammas Land	New pool tank or line existing pool tank Introduce water play features Segregate off pool for splashpad elements Enclose pool area	
Sheeps Green	Introduce ecological pool water heating	

Other Locations

Non Council & Commercial Facilities

Sites	Investment	Timeframe
Chesterton Community College	Pool tank work – modify pool profile for more usable shallower water space Moveable floor/boom Pool lining replacement Pool hall lighting	
David Lloyd Centre	Public Pay & Play access	
DW Sports	Public Pay & Play access	
Frank Lee Centre	Public Pay & Play access	
Nuffield Health	Public Pay & Play access	
The Leys Pool	Public Pay & Play access	

South Cambs

Sites	Investment	Timeframe
Cambourne Pool	New Pool provision Management arrangement options	
Northstowe Pool	New Pool provision Management arrangement options	
Waterbeach Pool	New Pool provision Management arrangement options	

University Facilities

Proposal	Investment	Timeframe
Support Community Pay & Play access	Community use agreement for capital funding contribution	
Enable Swimming Club usage		
Community access to Swimming Lessons		

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Item

CAMBRIDGE LIVE: BUSINESS PLAN REVIEW

To:

Councillor Richard Johnson, Executive Councillor for Communities
Environment & Community Scrutiny Committee [28/06/2018]

Report by:

Debbie Kaye, Head of Community Services
Tel: 01223 - 458633 Email: debbie.kaye@cambridge.gov.uk

Wards affected: All

NOT FOR PUBLICATION: Appendix A of this report: Relates to an item during which the public is likely to be excluded from the meeting by virtue of paragraph 3 & 5 of Part 1 of Schedule 12A of the Local Government Act 1972.

Key Decision

1. Executive Summary

- 1.1 This report outlines the work undertaken as scheduled with Cambridge Live, to review the organisation's business plan and to reassess the level of funding the Council provides.

2. Recommendations

The Executive Councillor is recommended to:

- 2.1 Approve the approach outlined in paragraphs 3.6-3.10; and
- 2.2 Recommend to the Council that the Council's 2018/19 budget be revised to make an allocation of £500k from Reserves to be utilised for the purpose specified in 2.1 during 2018/9 and 2019/20 with full

delegation for management of the funds assigned to the Chief Executive.

- 2.3 Agree that any variations to the contract for services with Cambridge Live and any additional legal agreements that are necessary to support the approach outlined in the report, are delegated to the Chief Executive to agree on behalf of the Council in consultation with the Executive Councillor, Chair and Spokes.

3. Background

- 3.1. Cambridge Live (CL) is a charity contracted by the Council to deliver a range of services, including:
- The operation and management of the Cambridge Corn Exchange and the Large and Small Halls at the Guildhall, including a programme of arts and entertainment, alongside commercial use.
 - Operation and management of the Cambridge Folk Festival.
 - Operation and management of the City Events programme.
- 3.2 The decision to set up CL to deliver these services was taken at the Strategy and Resources Scrutiny Committee October 2014¹. The contract term is 25 years, with the initial fee structure agreed for five years from April 2015. The contract sits alongside the business transfer agreement, which transferred the activities from Cambridge City Council to CL and addressed the leases, licenses and assets necessary to operate the venues and events.
- 3.3 The new model was established so that it could take advantage of operating efficiencies, cost savings and income generating opportunities and well as provide a more innovative and flexible environment in which cultural activity in Cambridge could thrive for the benefit of local people.
- 3.4 CL has been operating for three years and in that time has made progress in establishing the charity, expanding its business, establishing networks and relationships and reviewing the Folk Festival among many other achievements. A link to the most recently published CL annual report and finance statement (2016/17) is shown as a footnote².

¹ https://democracy.cambridge.gov.uk/documents/s26576/Cultural%20Trust_Final.pdf

² <https://www.cambridgelivetrust.co.uk/sites/default/files/public/wysiwyg/CL%20Report%20%20Financial%20Statement%202017%20Approved.pdf>

- 3.5 However, launching a start-up is not without its risks particularly during the first few years of trading. As such, a joint review of the business plan was planned for 2017, midway through the first funding period. The first phase of this work has now revealed a need for the Council to consider revised short term funding arrangements to CL and for CL to strengthen the financial management and governance of the charity. As part of this process, in the short term, the charity will move to a smaller board of trustees to be able to fully focus on this work.
- 3.6 The Council wishes to protect the cultural offer and services transferred to CL. It is the view of officers that the charity model continues to offer significant benefits including cultural exemption from VAT, and opportunities for increased fundraising and sponsorship. Therefore the recommendation is that the Council should pursue the route of supporting CL to develop a sustainable business model.
- 3.7 The recommendation is that the Council should offer time-limited financial support of up to £500k; also assist CL to update their business plan to maximise the benefits of the charity model; and to support CL with organisational development.
- 3.8 The Council's investment will be used to source expertise and to support business transformation within CL, including any additional subsidy requirements over the next two years.
- 3.9 The business plan will be jointly monitored by the Council and CL and reviewed in summer 2019 to inform the next five year contractual funding period.
- 3.10 The Council will also agree to underwrite the balance sheet position in this period should this be required.

4. Implications

(a) Financial Implications

i. The total cost of supporting the charity (estimated at £500k) covers the following:

- Business transformation and management of change
- Retention of contract fee for 2019/20 at 2018/19 level
- Additional health and safety costs for the city events

There may also be a need for an underwriting provision of circa £140k – which would be an assurance, not cash.

ii. In order to ensure best value and good use of Council resources, the Council wishes to continue with two trustees on the smaller board. The Council's trustee status and the provision of additional financial support are likely to require the consolidation of the charity into the Council's group financial statements.

(b) Staffing Implications

None

(c) Equality and Poverty Implications

Not applicable

(d) Environmental Implications

Not applicable

(e) Procurement Implications

Legal and financial advice has been received on the recommended approach

(f) Community Safety Implications

Not applicable

5. Consultation and communication considerations

Not applicable

6. Background papers

Not applicable

7. Appendices

None

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact Debbie Kaye, Head of Community Services, tel: 01223 - 458633, email: debbie.kaye@cambridge.gov.uk.

By virtue of paragraph(s) 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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