



Cambridge City Council  
**Environment and Community Scrutiny**  
**Committee**

**Date:** Thursday, 19 January 2023

**Time:** 5.30 pm

**Venue:** Council Chamber, The Guildhall, Market Square, Cambridge, CB2 3QJ

**Contact:** [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk), tel:01223 457000

**Agenda**

- 1 Apologies for Absence
- 2 Declarations of Interest
- 3 Minutes (Pages 5 - 18)
- 4 Public Questions

**Decisions for the Executive Councillor for Equalities, Anti-Poverty and Wellbeing**

- 5 Community Grants 2023-24 (Pages 19 - 54)

**Decisions for the Executive Councillor for Environment, Climate Change and Biodiversity**

- 6 Complaint Upheld by the LGO Service Relating to a Complaint About Noise (Pages 55 - 62)

**Decisions for the Executive Councillor for Open Spaces, Food Justice and Community Development**

- 7 Review of Public Spaces Protection Order for Dog Control (Pages 63 - 96)
- 8 Extension to Storeys Field Community Centre (Pages 97 - 110)
- 9 Plant-Based Catering Options for Civic Events (Pages 111 - 126)

- 10 To Note Record of Urgent Decision Taken by the Executive Councillor for Open Spaces, Food Justice and Community Development
- 10a RoD - Environmental Improvement Programme Project Submission Summary Report (2023) for Discussion (Pages 127 - 130)

**Environment and Community Scrutiny Committee Members:** Pounds (Chair), Carling (Vice-Chair), Copley, Divkovic, Hauk, Holloway, Payne, Sweeney and Swift

**Alternates:** S. Baigent, Howard, Lee, Levien and Todd-Jones

**Executive Councillors:** Collis (Executive Councillor for Open Spaces, Food Justice and Community Development), Healy (Executive Councillor for Equalities, Anti-Poverty and Wellbeing) and Moore (Executive Councillor for Environment, Climate Change and Biodiversity)

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**ENVIRONMENT AND COMMUNITY SCRUTINY COMMITTEE** 6 October 2022  
5.30 - 7.30 pm

**Present:** Councillors Pounds (Chair), S. Baigent, Hauk, Holloway, Payne, Sweeney and Swift

Executive Councillors: Collis (Executive Councillor for Open Spaces, Food Justice and Community Development) and Moore (Executive Councillor for Environment, Climate Change and Biodiversity)

Also present (physically) Councillor: Thornburrow

**Officers:**

Director of Neighbourhoods and Communities: Jane Wilson

Head of Property Services: Dave Prinsep

Head of Greater Cambridge Shared Waste Service: Bode Esan

Development Manager, Streets & Open Spaces: Alistair Wilson

Strategy and Partnerships Manager: David Kidston

Team Manager - Residential, Environmental Services: Claire Adelizzi

Waste Policy, Climate and Environment Team Manager: Alex Snelling-Day

Climate Change Officer: Janet Fogg

Committee Manager: James Goddard

Meeting Producer: Chris Connor

<b>FOR THE INFORMATION OF THE COUNCIL</b>
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**22/39/EnC Apologies for Absence**

Apologies were received from Councillors Carling (Baigent as Alternate), Copley and Divkovic.

**22/40/EnC Declarations of Interest**

No declarations of interest were made.

**22/41/EnC Minutes**

The minutes of the meeting held on 26 May and 30 June 2022 were approved as a correct record and signed by the Chair.

## 22/42/EnC Public Questions

Members of the public asked a number of questions, as set out below.

1. Pesticide Free Cambridge - herbicide free trial: Could the Executive Cllr update us on the herbicide free trial wards and confirm, as per the council motion passed in 2021, that this autumn was the very last time that Cambridge City Council uses herbicide routinely on the verges, gutters and pavements that it manages for the County Council?

The Executive Councillor for Open Spaces, Food Justice and Community Development responded:

- i. The trial was progressing well.
- ii. Few complaints had been received from the two trial wards. Going pesticide free could be a change, but a positive one.
- iii. The trial presented the City Council with operational challenges as per the Happy Bee scheme. The amount of pesticide spray sessions had reduced from three to two each year.
- iv. An on-line tool had been introduced for people to raise concerns.
- v. The trial would be reviewed at the year end and knowledge used in 2023 to move forward.

Supplementary question: Could the Executive Councillor update us on the methods that the Operations Team have found successful in managing the two herbicide-free wards Arbury and Newnham?

The Executive Councillor responded:

- i. Time was needed to review the effect of not using herbicide in the trial wards.
- ii. The City Council was learning from other local authorities and exploring other methods plus alternative products that could be used.

### 2. Federation of Cambridge Residents Association (FeCRA):

- i. Spoke on behalf of both FeCRA and Friends of the River Cam regarding question at the meeting of this committee held on 30th June this year.
- ii. My question, as recorded in the minutes, relates to the earlier decision of this committee on March 25th to allocate up to a further £150,000 to the 'To the River' project in addition to the £120,000 already spent.

- iii. There was overwhelming public opposition to the proposed sculpture on the riverbank at Sheeps Green, and my question was whether in the interests of transparency and democracy the results of that consultation and the views expressed would be made public, the deliberations of the Art Panel reviewing the project be open to residents, and their recommendation be brought back to this committee so that there was scrutiny of a decision that involves spending so much public money.
- iv. Councillor Anna Smith had assured us that 'The Council would absolutely honour the results of the consultation' and at the meeting in June the Executive Councillor for Open Spaces, Food Justice and Community Development replied that the results of the consultation would be made public and a report on the project would come back to the scrutiny committee.
- v. The consultation ended in March, which was 6 months ago, so my question to the committee now was:
- vi. Had the results of this consultation been honoured, when would they be made public, when would a report on the project come back to the Environment and Community Scrutiny Committees committee, and would a decision on it be made by this committee?

The Executive Councillor for Open Spaces, Food Justice and Community Development responded:

- i. She and Councillor Smith were clear they would honour the consultation.
- ii. Re-iterated answer given in June committee.
- iii. The consultation results had been collated and evaluated, details would be shared November 2022. Consultation respondents would be notified. The process would be clear and transparent.

Supplementary question:

- i. At the June 2022 committee it was said that public art could be controversial and divide opinion.
- ii. This sculpture was unpopular.
- iii. Would the committee ensure there was consultation on all public works of art?

The Streets and Open Spaces Development Manager responded:

- i. Outlined the public art process. Operational decisions were not usually referred to Environment and Community Scrutiny Committee.
  - ii. Consultation responses were being worked through at present.
3. Raised the following points:
- i. Please can we have an answer to the supplementary question that was asked at the last meeting concerning the Cambridge China Centre and Confucius Institutes as the Cambridge China Centre was led by the London Confucius Centre?
  - ii. In June Central Government tried to stop China working on university campuses.
  - iii. What involvement does the Cambridge China Centre have in plans for Cambridge market square and the city centre and green spaces?

The Executive Councillor for Environment, Climate Change and Biodiversity responded:

- i. The Market Square Liaison Group was made up from organisations located in or around the market square. They may be part of Cambridge China Centre and Confucius Institutes too.
  - ii. Cambridge China Centre and Confucius Institutes were not directly involved in the market square project. They may have responded to the market square consultation.
  - iii. The City Council welcomed responses to the market square consultation from organisations across the city.
4. Raised the following points:
- i. My question relates to item 7, paras 6.4-6.14 on pages 51-54 of the reports pack.
  - ii. Expressed concern there was no mention in the Officer's report, of the need for a different approach to buildings of traditional construction which form at least 20% of the stock\*. There had been major problems because too many builders don't understand old buildings. This issue was recognised in the Government's Retrofit guidance, PAS 2035, PAS 2038 for non-domestic buildings, and British Standard BS 7913 *guide to the conservation of historic buildings*, all of which reference heritage and traditional buildings. Repairs were essential before retrofit (as BS 7913

says, walls can be over a third less efficient if damp). But PAS 2035 and BS 7913 cost a prohibitive £190 and £225 respectively.

- iii. My Institute the Institute of Historic Building Conservation (IHBC) has produced a free [Guidance note](#) on Retrofitting Traditional Buildings which covers key points. The Sustainable Traditional Buildings Alliance (STBA) <https://stbauk.org>, of which I am Heritage Chair, has produced the [Whole House approach](#) and [Retrofit Guidance Wheel](#) which are cited in the Local Plan Great Places topic paper, [free guidance for householders](#), a [paper on EPCs](#), and [From Retrofit to Regeneration, a blueprint for post-Covid recovery](#). This notes the importance of culture as the 4<sup>th</sup> Pillar of Sustainability; which was highly relevant to Cambridge, a city such of international historic importance that it was proposed for World Heritage status in 1989.
- iv. Hoped the Council's retrofit study (para 6.5), "engaging and accessible guidance document for residents" (para 6.8) and "infographic and guide about sustainability in the home" (para 6.13) would mention the need for a different approach to buildings of traditional construction, and the free guidance produced by STBA, IHBC and other bodies.

\*up to 35%, according to a major study, the [Solid Wall Literature Review](#), published by DECC in 2015 and available on the gov.uk website.

The Executive Councillor for Environment, Climate Change and Biodiversity responded:

- i. The report on today's committee agenda was high level and did not go into projects in detail.
- ii. Guidance on how to retrofit homes came about in response to demand from residents.
- iii. Had received a draft of the guidance from consultants, it would be published on the city council website in future.
- iv. There was no consultation on the information as only guidance was being produced.
- v. The guidance would signpost residents to other sources of help and information.

Supplementary question:

- i. Getting skilled workers to set up new buildings was hard, retrofitting building was harder.

- ii. Offered to help contribute to producing guidance.
- iii. Requested the City Council asked Central Government to also produce free retrofitting guidance.

The Executive Councillor responded:

- i. Agreed it was difficult to find skilled trades people and appropriate materials.
- ii. One solution was the City Council producing a framework of housing contractors that it used so people would know the contractors had been assessed by the City Council.
- iii. Undertook to ask Central Government to produce free retrofitting guidance.
- iv. City Council guidance would be available online.

### **22/43/EnC Petition - Maple Tree St Matthews Street**

Councillor Thornburrow, on behalf of the Lead Petitioner, made a presentation to Committee setting out background information. Requested a Tree Preservation Order (TPO) in favour of, and for the permanent protection of the beautiful, healthy, mature maple tree on St 'Mathew's Street, Cambridge - for all circumstances.

The Streets and Open Spaces Development Manager said the following in response to the petition:

- i. A TPO was put in place to protect trees of woodlands to stop work without permission from the City Council.
- ii. The City Council received an emergency request to serve a TPO on the Maple located adjacent to St Matthew's Street garages. The reason given was that a local resident had been informed by a driver delivering barriers that the tree was going to be felled.
- iii. City Council Officers investigated and found no tree works were proposed. The tree was on council owned land and managed by the tree team.
- iv. The City Council constitution delegated duties and authorities set out in Part VIII, Chapter 1 of the Town and Country Planning Act 1990 (The Act) to Tree Team Officers to put TPOs in place.
- v. The amenity value of the maple was not contested but expedience in this case was. The tree was on city land, was managed by the tree team and



there are no plans to remove it. The removal of city managed trees was also carried out in accordance with policies set out the Citywide Tree Strategy the most pertinent of which are GM2 and GM3.

- a. GM2: The Council would not remove trees without good reason. When felling work was carried out, the reasons for the work would be documented and recorded.
  - b. GM3: All planned tree works would be published on the Council website and through site notices for the community to access at least 20 working days before implementation. The Council saw this as an important tool for communicating to the local community about tree work planned for their area and the reasons why the works are necessary.
- vi. A TPO was not recommended for the maple at this time. In addition, serving TPOs on council trees increased workload as it would require the submission of an application before works could be carried out and might create an expectation for other council trees to be “protected” in the same way.
- vii. The Council valued residents’ interest to protecting and enhancing tree cover in Petersfield and therefore to facilitate greater understanding committed to providing residents with available relevant information to help improve our knowledge and understanding of trees and nature in this area by:
- a. A ‘walk around’, involving both Tree Officers and local residents, to examine the existing trees and consider opportunities for new trees both within Public Open Spaces and on local streets.
  - b. A hybrid (zoom/in-person) meeting to share information from the Council’s Tree Canopy Project (on the role of trees in reducing: the urban heat sink; problems from heavy downpour run-off; and overheating – as well as bringing together communities), also to address how the available evidence offers lessons that can be applied in Petersfield.
  - c. A continued ongoing collaboration with residents in Petersfield, aiming for better management and protection of our precious trees.
  - d. The substantial petition be kept on file by Tree Officers so that if circumstances changed in any adverse way a TPO would be reconsidered.

The Executive Councillor for Open Spaces, Food Justice and Community Development said:

- i. Officers had previously liaised with councillors and residents that no tree works were planned and a TPO was not required.
- ii. The petition had given an opportunity to look again at the City Council's Tree Strategy to ensure it was fit for purpose.
- iii. Tree Officers looked forward to engaging with residents about trees and how to protect them.
- iv. There was tree canopy cover in Petersfield Ward. It was not the lowest (amount) in the city, but levels were low. Ways to address this were being reviewed.
- v. It was a positive thing that residents petitioned to protect a tree when they thought it was in danger.

The Chair asked residents for suggestions that could be put in place if a TPO was not required so she could ensure they were followed up.

## **22/44/EnC Waterbeach Renewable Energy Network (WREN) Solar Project**

### **Matter for Decision**

The Greater Cambridge Shared Waste Service (GCSWS) for Cambridge City Council (CCC) and South Cambridgeshire District Council (SCDC) has firm policy commitments to decarbonise the fleet of refuse collection vehicles by 2030 and CCC has set a target to reduce its direct carbon emissions from corporate buildings, fleet vehicles and business travel to net zero carbon emissions by 2030.

A key part of the decarbonisation programme was to replace the fleet of existing diesel refuse collection vehicles (RCVs) as the current stock accounts for 1,800 tonnes of CO<sub>2</sub> per year.

The local electricity network at Waterbeach Depot had insufficient capacity to meet the charging requirements of an electric fleet as the maximum grid capacity would be reached now the two electric RCVs (eRCV) were operational.

In order to continue the fleet decarbonisation programme to meet the Council's 2030 net zero target, there was an urgent need for an on-site renewable

energy solution to enable charging of eRCVs. The Waterbeach Renewable Energy Network (WREN) Solar Project was how this need would be met.

### **Decision of Executive Councillor for Climate Change, Environment and City Centre**

- i. Approved the council's participation in the WREN Solar Project to develop an integrated renewable energy and storage solution including a ground-mounted solar photovoltaic array and battery storage on land adjacent to the Greater Cambridge Shared Waste Service Depot at Waterbeach depot.
- ii. Supported the inclusion of a capital proposal within the council's General Fund Medium Term Financial Strategy for a contribution of £1.3m towards the capital delivery cost, funded by a £0.1m contribution from the council's Climate Change Fund and £1.2m from General Fund reserves.
- iii. Noted that the contribution of £0.1m from the Council's Climate Change Fund was match-funding to the contribution being made from the existing GCSWS budget towards the project.
- iv. Delegated authority to the Strategic Director in consultation with the Head of Legal Practice and Head of Property Services to approve necessary contracts and leases to enable the implementation of the WREN project.

### **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 Head of Property Services.

The Head of Property Services said the following in response to Members' questions:

- i. Officers were working with a local contractor to supply electric vehicles. They were confident there would be no supply issues.
- ii. Combustion engine vehicles were timetabled to be replaced at the end of their working life.
- iii. Land required for vehicle replacement would be rented from a site next to the shared waste depot. Planning permission was in place for this.

- iv. Thirty five vehicles out of fifty from the waste fleet could become eRCVs or ultra low emission vehicles through this project. The intention was to use a mix of vehicles to replace diesel ones in future such as hybrid and electric. Thirty to thirty five vehicles would be replaced through this project, possibly more later.

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

She said the Council had started a trial of hydrotreated vegetable oil fuels to lower vehicle emissions.

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

No conflicts of interest were declared by the Executive Councillor.

## **22/45/EnC Climate Change Strategy and Carbon Management Plan Annual Report 2021/22**

### **Matter for Decision**

The Officer's report provided an update on progress on the 2021/22 actions of the Council's Climate Change Strategy 2021-26.

The report also provided an update on the council's Greenhouse Gas Emissions for 2021/22.

### **Decision of Executive Councillor for Climate Change, Environment and City Centre**

- i. Noted the progress achieved in 2021/22 in implementing the actions in the Climate Change Strategy and Carbon Management Plan.
- ii. Approved the updated Climate Change Strategy action plan presented in Appendix A of the Officer's report.
- iii. Approved the updated Environmental Policy Statement presented in Appendix C 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.

In response to the report Councillors asked if projects were under threat from tighter budgets in future?

The Executive Councillor said:

- i. These were difficult times. The City Council needed to manage its finances carefully. Some of the measures to reduce carbon emissions could lead to long term cost savings after the initial financial outlay. Reducing carbon emissions was a council policy commitment.
- ii. The City Council hoped to reach its target of net zero emissions by 2030. It was unclear if the City of Cambridge could become net zero by 2030 too.

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

- i. A budget of up to £20,000 was available for resident training on sustainability etc. The provider offered sessions for up to one hundred residents, plus wider engagement through other method such as a communications campaign.
- ii. The City Council had taken action over several years to reduce carbon emissions. There had also been investment at a national level to decarbonise the energy grid and move from fossil fuels to green energy. The City Council's emissions should therefore continue to decline based on these actions.
- iii. The City Council was still using gas as a fuel source to heat some buildings, so was looking at alternative heat sources to decarbonise the authority in future.
- iv. An Asset Management Plan had been created. Site surveys had been undertaken and the Plan would be updated by March 2023. The intention was to look at ways to reduce City Council buildings' carbon footprint through measures such as air source heat pumps. The Strategy and Partnerships Manager undertook to send Councillors details after committee.

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.

**22/46/EnC Response to Question on Recycling Rates/Residual Waste****Matter for Decision**

The Council meeting on 21 July 2022 noted details about waste and recycling.

Council requested a report to the next Environment & Community Scrutiny committee to consider how this trend in residual waste reduction can be maintained and increased over the coming years.

**Decision of Executive Councillor for Climate Change, Environment and City Centre**

Noted the analysis of the recycling and waste data recorded during the pandemic period and the actions being taken to conduct targeted behavioral change campaigns and increase opportunities for reuse, repair and recycling.

**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 Head of Greater Cambridge Shared Waste Service.

The Head of Greater Cambridge Shared Waste Service said the following in response to Members' questions:

- i. The Waste Policy Team was designing behavioural change campaigns that could link with retrofitting training (referenced in earlier minute item).
- ii. The campaigns would focus on the waste hierarchy (reduce, reuse, recycle) then offer initiatives to address these such as repair cafes or 'library of things' to share ownership and increase usage. Feedback would allow officers to improve the program.

The Executive Councillor said that Greater Cambridge Shared Waste Service were looking at what people threw away to target campaigns at areas that threw away food waste etc more than others.

The Committee unanimously resolved to endorse the recommendation.

The Executive Councillor approved the recommendation.

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

No conflicts of interest were declared by the Executive Councillor.

### **22/47/EnC Report on Progress of Environmental Services New Approach on Investigating Noise Complaints**

#### **Matter for Decision**

The Council has a legal duty to investigate statutory nuisance within its area under the Environmental Protection Act 1990. However, the law does not specify how to exercise this duty, it was therefore the responsibility of each Local Authority to establish its own procedures for investigating complaints of noise that may amount to statutory nuisance.

At this committee on 27th January 2022, the Executive Councillor noted the results of the pro-active and planned Out of Hours Noise Service trial that was conducted between 1st October – 31st December 2021 and approved the adoption of this proactive and planned service approach on a permanent basis supported by use of evidence gathering technologies and equipment.

It was also agreed by the Executive Councillor that a further report on progress of Environmental Services new approach to investigating noise complaints would be brought to committee detailing further evaluation of the impact of the Council's move from a reactive Out of Hours Noise Service to one which uses a combination of technology and planned use of officer time.

#### **Decision of Executive Councillor for Climate Change, Environment and City Centre**

Noted the update report on the Council's new approach on investigating noise complaints.

#### **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 Team Manager - Residential, Environmental Services.

The Team Manager - Residential, Environmental Services said the following in response to Members' questions:

- i. No formal or informal complaints had been received about the new approach to investigating noise complaints.
- ii. Officers provided support to complainants when they logged issues. Section 3.10 of the Officer's report listed outcomes of noise complaints received.
- iii. A customer satisfaction survey was launched on-line from 1 October 2022.
- iv. The old system was a reactive approach to out of hours noise complaints. Now the City Council could be proactive on a case-by-case basis. Technology allowed the City Council to quickly intervene for repeated issues. Officers could plan what visits were required, and when, so they could witness issues as they occurred.
- v. The number of officer visits had decreased as they could be targeted to where/when needed.
- vi. The City Council could not investigate one-off issues, only repeated ones. Visiting on a reactive basis (old system) was not a good use of City Council resources as some issues were outside the Council's remit. Resources could be better directed and callers directed to appropriate sources of help under the new system (if the City Council was unable to help).

The Committee unanimously resolved to endorse the recommendation.

The Executive Councillor approved the recommendation.

**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 7.30 pm

**CHAIR**





Item

## COMMUNITY GRANTS 2023-24

**To:**

Councillor Mairead Healy, Executive Councillor for Equalities, Anti-Poverty and Wellbeing

Community & Environment Scrutiny Committee, 19/01/2023

**Report by:**

Julie Cornwell, Community Funding and Voluntary Sector Manager

Tel: 01223 - 457855 Email: [julie.cornwell@cambridge.gov.uk](mailto:julie.cornwell@cambridge.gov.uk)

**Wards affected:** all

Key Decision

### 1. Executive Summary

- 1.1 This is the annual report for the Community Grants fund for voluntary, community, and not for profit organisations. It provides an overview of the process, eligibility criteria and budget and Appendix 1 and 2 detail the applications received with recommendations for 2023-24 awards.
- 1.2 The report also provides updates for 2022-23 and outlines key areas of work going forward.

### 2. Recommendations

The Executive Councillor is recommended to:

- 2.1 Approve the Community Grants to voluntary and community organisations for 2023-24, as set out in Appendix 1 and 2 of this report, subject to the budget approval in February 2023 and any further satisfactory information required of applicant organisations.

### 3. Background

3.1 **The priorities and outcomes** for the Community Grants fund are as follows:

**Priorities** - All applications must demonstrate how the funding will reduce social and/or economic inequality, by removing barriers for City residents with the highest need, to enable them to access one or more of the funding priorities:

- Sporting activities
- Arts and cultural activities
- Community development activities
- Reducing poverty activities
- Legal and/or financial advice
- Employment support or
- Capacity building of the voluntary sector to achieve the above

**Primary Outcome** - Reduce social and/or economic inequality for City residents with the highest need

**Strategic Outcomes** - As well as the primary outcome activities must achieve one or more of the following strategic outcomes:

- Improved health and wellbeing
- Communities come together and bring about change
- More people have better opportunities to gain employment
- Stronger voluntary sector in the city

3.2 **Grant application process** - The 2023-24 Community Grants programme opened in August 2022 for applications and closed on 3<sup>rd</sup> October 2022. Promotion and publicity of the grant fund included a press release, newsletter articles, emails, posters in areas of the City with the highest levels of deprivation and targeted conversations.

3.3 A range of activities has been undertaken to support organisations to understand the funding criteria and requirements needed for a successful application, including:

- attending organisation's committee meetings, 1-2-1 meetings
- a webinar held jointly with Cambridge Council for Voluntary Service (CCVS)
- Application Guide and Help Notes detailing the priorities, outcomes and eligibility criteria and giving guidance on requirements, question by question
- factsheets, templates and signposting to other funding providers

- 3.4 All applications were assessed against the same assessment matrix developed around the priorities and outcomes used in previous years, ensuring a consistent approach. These assessments were then moderated by strategy officer meetings informing the award recommendations detailed in Appendix 1 and 2. The Executive Councillor attended a meeting with officers to review the process and outcomes.
- 3.5 **Awards for up to £2,000** – A simpler ‘small grants’ application process has been introduced, reflecting the lower value of these awards. This was trialled as an online only application process. There was an increase in the number of applications for lower amounts of money – 24 applications were received in total, with a significant number from groups new to the Grants Team, and who are planning activities for BAME communities. Funding for the ‘small grants’ comes from the main community grants budget.
- 3.6 Where no (or reduced) funding is proposed it will be due to one or more of the following not being adequately met:
- Grant scheme priorities and/or outcomes
  - Identification of need
  - Quality or viability of the project,
  - Proposals were the remit of another service or organisation such as the County Council, Health, Housing etc
  - Organisations did not demonstrate the beneficiaries could not fund the activity themselves, or that reserves could not be used to fund the activity
  - The impact of the activity is unclear
- 3.7 Due to the cost-of living crisis, the funding has been closely aligned towards activities addressing economic inequality, as per the grant fund primary outcome, supporting as many city residents in need as possible to ensure the Community Grants fund has the greatest impact.
- 3.8 Those applicants where no award is recommended, will receive feedback and signposting to alternative funding and support.
- 3.9 **Making grant awards** – grant awards will be made as deeds or signed underhand (i.e., signed by the recipient and the Community Funding and Voluntary Sector Manager) where appropriate by delegated authority to the Director. This gives the Council the ability to execute grants as deeds where it is felt proportionate to the risk or where particular thresholds were met – such as over a certain financial value. It also

allows the majority of grants which are lower risk and of lower value, to be signed under hand.

#### **4.0 2023-24 Funding Position**

- 4.1 A total of £1,742,835 of Community Grants funding has been requested. This is an unprecedented level with feedback from groups that funding streams are shrinking at a time when demand for their services is increasing.
- 4.2 The total value of all the proposed activities is £4,875,273. £3,132,438 is match funding from other sources. The majority of activities are supported with additional, unquantified 'in kind' contributions such as volunteer time.
- 4.3 There is a budget of £1,094,000 available for Community Grants for 2023-24, subject to approval of the Council's budget in February 2023. An inflationary increase of £94,000 has been applied to the usual budget of £1,000,000 in recognition of the challenges faced by the voluntary and community sector as a result of the cost-of-living crisis.
- 4.4 £70,000 of the Community Grants budget is allocated to Area Committee Community Grants as in previous years (see paragraph 4.10).
- 4.5 The inflationary uplift has enabled some grants to be maintained at previous levels and other awards to be increased where the application was able to demonstrate a strong need.
- 4.6 A small events budget has been utilised for appropriate activities enabling the Community Grant fund to cover more projects or for an increased amount. This is highlighted in a separate column in Appendix 1.
- 4.7 The Grants Team was also able to identify a small number of activities which could be started in 2022-23 and met the criteria for 'seed funding'. This is a one-off pot for small scale projects to improve their community; this seed funding can kick-start community activity, strengthen neighbourhoods and support residents with local projects related to Covid-recovery and community-building. Up to 6 activities will be started early using seed funding, further alleviating the pressure on the 2023-24 Community Grant budget (see paragraph 5.2).

- 4.8 The Community Grants fund continues to accept Discretionary Rate Relief (DRR) applications that meet the funding priorities, outcomes and eligibility criteria. DRR applications represent good value for money with this budget having to find only 40% of any award made under the Business Rate Retention Scheme. The Council is likely to be in a position to apply a small level of covid related 'retail rate relief' to some eligible organisations, thus reducing the impact of DRR awards on the grants budget. Any underspend will be identified as early as possible and the funds reallocated in year to other activities that meet the grant funding criteria.
- 4.9 If the recommended awards are approved the main Community Grants budget will be spent in full<sup>1</sup>.
- 4.10 **Area Committees** - the Area Committee grants round has been widely promoted and following the closing dates for applications, assessments will be undertaken, and reports taken to each area committee with recommendations for funding. The chart below shows the amount available by area<sup>2</sup>:

Area Committee	2023-24
North	£23,751
East	£22,211
South	£17,297
West Central	£6,741
<b>Total</b>	<b>£70,000</b>

## 5.0 Grant Funding update for 2022-23

- 5.1 **United with Ukraine Community Grants Scheme** – A £100,000 fund for community groups supporting refugees fleeing the war in Ukraine was launched in October 2022. Applicants can apply for a grant of up to £2,000 and are able to make repeat applications if they've completed and reported back on their previous grant award. To date 3 awards have been made with several more in the pipeline. Funded activities include: 12 weeks of a supplementary weekend school and a traditional Yolka Christmas party for child refugees who've fled the war in Ukraine; distribution of essential provisions for refugees via Ukrainian Aid Hub,

<sup>1</sup> The total value of awards made will be £1,025,053. This is £1,053 over budget. It is anticipated that this will be balanced by in year returns and DRR underspend which we routinely have. However, in the unlikely event this does not materialise, the difference will be met from other areas of the Community Funding budget.

<sup>2</sup> These figures have been calculated using population figures from the 2021 census and benefit population taken as an extract from the Low-Income Family Tracker.

which also acts as a welcome centre offering community support and signposting; a series of 4 volunteering information workshops and a provision of one-to-one support to refugees interested in volunteering.

- 5.2 **Seed funding** – as set out at 4.7 above, 6 awards have been made from a seed funding budget. Funded activities include: weekly art sessions and an exhibition to increase the visibility of black history in the city, whilst improving the wellbeing of participants; a series of zoom workshops to reduce isolation and increase IT skills for older people; weekly social meetings to reduce isolation among Caribbean diaspora; a series of confidence building workshops for women in the Chinese community.
- 5.3 **Discretionary Rate Relief** – there has been a small underspend in DRR awards because the Council has been able to award retail rate relief which covers 50% of the charge for qualifying organisations. There have also been one-off adjustments in prior years, which are set against this years budget. The Team is currently considering whether this can be re-allocated where there are emerging community needs.
- 5.4 **Platinum Jubilee Grants** - grants of up to £500 were available for community groups celebrating Queen Elizabeth II's Platinum Jubilee. Platinum Jubilee Grants were awarded for events and activities spread across Cambridge, with a total value £18,196 awarded to 40 groups, with over 6,00 participants. Events included community picnics, garden parties, tea parties and street parties; a window box competition; a royal themed silent disco; cake competitions; a coffee morning; the creation of commemorative bunting; sports and play activities; live music; a playground planting party; a library event; and an exhibition. The report can be found here: [Platinum Jubilee Community Grants \(cambridge.gov.uk\)](https://www.cambridge.gov.uk/platinum-jubilee-community-grants)
- 5.5 **Anti-Poverty Responsive Budget** - The management of the Anti-Poverty Responsive fund transferred from Corporate Strategy to the Grants Team from 2022-23. This is not a fund that external organisations can bid into directly but for the Council to approach potential voluntary sector providers to help with the need identified. Following approval of a budget bid of £30,000, the Council has made 2 awards in 2022-23 to date. £10,000 for the Cambridge Sustainable Food 'Cost of Food and Living Crisis' fund-raising campaign; and £10,000 to the Cambridgeshire Local Assistance Scheme (CLAS) for energy vouchers for City residents in need. A further budget bid has been submitted for 2023-24 for an anti-poverty responsive budget in recognition of the continuing cost-of-living crisis.

- 5.6 **2021-22 Community Grants Report** – The Grants Team has prepared a report summarising the awards that were made for 2021-22, highlighting some of the achievements of funded groups and illustrating the impact of the Community Grants fund. The report can be found here: <https://www.cambridge.gov.uk/media/11770/community-grants-annual-report-2021-2022.pdf>
- 5.7 The Council appreciates all that the voluntary and community sector is doing to support the needs of vulnerable residents during a prolonged period of challenge and wishes to thank all those who contribute.

## **6.0 Community Grants Review**

- 6.1 Phase 1 of the community grants review was approved by Committee on 30<sup>th</sup> June 2022 and saw the introduction of a ‘light touch’ small grants application process for awards of £2,000 and under for 2023-24.
- 6.2 Phase 2 is part of the wider discussion on community investment and wealth building that is taking place within the ‘Our Cambridge’ transformation programme. The conclusions of Phase 2 will be implemented at the earliest available grant round, allowing for Compact compliant consultation, Council scrutiny and decision making.

## **7.0 Community Rights**

- 7.1 In 2021, the Grants Team took on responsibility from planning services for managing the ‘Community Right to Bid’ process, which has been in place since 2012. Local community and voluntary bodies, along with parish and town councils are able to identify land and buildings that provide an important service in their community. These community organisations can nominate such assets for inclusion on a register of assets of community value, which is maintained by the City Council. If an asset on the register comes up for sale, community organisations may have up to six months in which to raise capital and bid to buy the asset, before it can be sold on the open market. Examples of eligible assets include local shops, pubs, community centres, libraries, playgrounds, swimming pools, and markets.
- 7.2 The Grants Team has also taken on responsibility for managing any requests received by the Council as a ‘Community Right to Challenge’. This process enables voluntary and community groups or council employees to bid to run council services. The Council must

consider expressions of interest and where these are accepted, we will run a procurement exercise for that service. The Right to Challenge is a 'right to compete' in a procurement exercise. The Community Right to Challenge enables eligible groups to express an interest in running a local authority service, as it gives them the extra time they need to be able to compete fairly in an open procurement exercise and provides a way of opening up public service delivery to groups and organisations other than those in the public and private sector.

- 7.3 Since taking on this work, no community groups have exercised their 'Community Right to Challenge'. There have been no new assets nominated or accepted as 'Assets of Community Value' under the 'Community Right to Bid' process.
- 7.4 **Former Library, Mill Road** – The Council has received notification from an owner that they intend to dispose of an 'Asset of Community Value'. This triggered a moratorium period in which several interested, qualifying groups notified the Council of their intention to bid to purchase the building. The moratorium ends on 5<sup>th</sup> February 2023, after which time the owner is free to sell to whomever they chose.

## 8.0 Implications

- a) **Financial Implications** - Set out in section 4 of the report.
- b) **Staffing Implications** - There are no staffing implications.
- c) **Equality and Poverty Implications** - Equalities Impact Assessments were carried out as follows:
- January 2015 on the implementation of the Community Grants Fund
  - June 2018 on the review of funding for anti-poverty projects
  - January 2022 on the current Community Grants Fund
- d) **Environmental Implications** - Organisations fund via the main Community Grants fund are expected to have or develop environmental policies.
- e) **Procurement Implications** - The Council's approach to grant aid through the Community Grants is via an application process rather than through the direct commissioning of services.
- f) **Community Safety Implications** - Some of the funded projects will have a positive impact on community safety.



## **9.0 Consultation and communication considerations**

Applicants were notified when this report was published detailing recommended awards, giving an indication of proposed funding from April 2023. This adhered as closely as possible to the Compact framework to give three months' notice of funding changes. Officers will continue the process of award notification, signposting and support, and implementing and monitoring awards.

## **10.0 Background papers**

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

## **11.0 Appendices**

Appendix 1 – Main Community Grants 2023-24 Award  
Recommendations

Appendix 2 – Small Community Grants 2023-24 Award  
Recommendations

## **12.0 Inspection of papers**

If you have a query on the report please contact Julie Cornwell,  
Community Funding & Voluntary Sector Manager, Tel: 01223 - 457855,  
email: [julie.cornwell@cambridge.gov.uk](mailto:julie.cornwell@cambridge.gov.uk)

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## Appendix 1 – Community Grant Award Recommendations 2023-24

The following recommendations are subject to the confirmation of the Council's budget in February 2023 and in some cases, the receipt of satisfactory information from applicant organisations (this could include projects, finances, governance etc.)

- The funding and purpose will be detailed in grant agreements
- Figures in brackets in the activity column are the numbers of beneficiaries
- Where no funding is recommended, or not the full amount requested, it is due to one or more of the reasons stated in 3.6 of the report
- DRR – Discretionary Rate Relief amount will be confirmed when rateable values are available

Group	Activity	Full Cost	Request	2023/24 Community Grant Award	2023/24 Events Budget	2022/23 Covid Fund Award	2022-23 Comm Fund Award
Abbey People CIO - run and facilitate activities and events; networking; responding to identified needs within the local community	Various activities including: Twice weekly drop in to support people in need (240 city) Food hub - 3 a week (350 city) Junior Youth Club for children aged 8-13 from low-income families (50 city) 3 cookery workshops, seasonal recipes to share through the Food Hub and an online group (65 city) 3 community networking meetings (15 orgs) Seasonal events (700+ city) Community coffee mornings to tackle isolation and improve wellbeing (50 city) Summer Trip (70 city) <i>Funded activities to be agreed with grants manager</i>	£64,760	£30,713	<b>£25,000</b>		£11,000	£16,775
Abbey People CIO	20% DRR East Barnwell Community Centre CB5 8RS (500:500 city, 10 vol groups; 3 Stat agencies)	£1,100	£1,100	<b>£1,100</b>			£1,000
Abbey People CIO	20% DRR 15 Barnwell Road, CB5 8RG (300:250 city, 5 vol groups)	£347	£347	<b>£347</b>			£315

Age UK - improve the lives of older people	20% DRR Cherry Trees Club, St Matthews Street CB1 2LT (11 city bens per week)	£407	£407	<b>£407</b>			£370
Allia Ltd - issues social investment bonds nationally to raise money for charitable activities and provides supportive workspace for social enterprises, charities and small businesses in Cambridge via Future Business	Support for social enterprises with the greatest potential to address the city's grant priorities. 1. Start your social enterprise - 2 month start up programme. Target 10-20 social entrepreneurs to create 5-10 new social enterprises. 2. Social Innovation 'hackathon events' - 2 x full day events on priority themes such as inequality. Target 20 attendees on each. 3. Delivering 3 x 1-2hr VCSE social venture skills workshops (40) 4. 1:1 business advisor support. 5. Reapply for and build up Cambridgeshire Social Enterprise Place (CSEP). 6. Maintaining strategic role regarding social ventures and impact in the City. <i>Funded activities to be agreed with grants manager</i>	£37,375	£31,375	<b>£10,000</b>			£7,000
Allia Ltd	20% DRR Future Business Centre, Guildhall (1500 City, 20 vol orgs; 2 private orgs)	£1,000	£1,000	<b>£1,000</b>			new
Allia Ltd	10% DRR Future Business Centre, 47-51 Norfolk Street CB1 2LD. Future Business Enterprise Hub (7 voluntary organisations, 2 private orgs; 450 city)	£1,025	£1,025	<b>£1,025</b>			£2,400 between 2 buildings
Allia Ltd	10% DRR The Future Business Centre, Kings Hedges Road CB4 2HY - Buildings 1 & 2 (10 voluntary organisations, 35 private organisations, 90 city residents) Building 1	£1,498	£1,498	<b>£1,498</b>			As above
Allia Ltd	10% DRR The Future Business Centre, Kings Hedges Road CB4 2HY - Buildings 1 & 2 (10 voluntary organisations, 35 private organisations, 90 city residents) Building 2	£1,498	£1,498	<b>£1,498</b>			new

Arbury Community Association	20% DRR Arbury Community Centre, Campkin Road, CB4 2LD (7,000:6,000 city; 38 voluntary, 3 stat orgs and 8 private organisations)	£836	£836	<b>£836</b>			£760
Balik Arts - the provision of new opportunities and horizons through the arts - especially film	Arts focused social and employment support group running for 12 months, delivering 1-2 hour sessions on a weekly basis. (50 city bens)	£49,926	£49,926	<b>£0</b>			new
Cambridge 105 FM Radio - OFCOM licensed community radio station; volunteers trained to produce/ broadcast programmes	20% DRR Unit 9a, 23-25 Gwydir Street, CB1 2LG (11,000 + 35 groups + 4 statutory agencies + 25 private organisations + 120 volunteers)	£253	£253	<b>£253</b>			£230
C3 Church	Mobile Food Hub for people in crisis to receive a hot meal plus advice and support to improve wellbeing and become more financially self-sufficient.	£30,000	£15,000	<b>£0</b>			new
Cambridge and District Citizens' Advice Bureau - provide advice people need for the problems they face, influence change for the better	Provide free generalist legal and specialist debt and money advice to city residents. Open 5 days a week with extended hours 9-5, webchat, video, phone, email and appointments. Face to face extended offer primarily by outreach following client feedback, including at Food Hub sites (22,830:21,400 city)	£1,334,310	£250,000	<b>£250,000</b>			£240,000
Cambridge and District Citizens' Advice Bureau	Specialist welfare rights casework service 5 days a week; benefits mandatory reconsideration, appeals and tribunal representation service (covering PIP, DLA, AA, ESA, industrial injury benefits, Universal Credit, tax credits, housing and council tax benefits, child support); training and updates in welfare benefits both to internal and external agencies including on welfare reform; attend stakeholder meetings and forums; to respond to	£62,567	£40,000	<b>£40,000</b>			£35,000

	consultations on welfare reform and evidence the impact (750 city)						
Cambridge and District Citizens' Advice Bureau	Deliver financial capability to debt clients, groups and frontline organisations to enable people facing financial hardship and associated social issues to learn how to better manage their money (and maximise income via budgeting); reduce take up of inappropriate and illegal financial services; improve access to affordable and more appropriate services - financial, energy efficiency + switching; develop money advice services; aim to reduce repeat clients; target those with limited financial skills (2,500 : 2,100 city)	£49,450	£30,000	<b>£20,000</b>			£20,000
Cambridge and District Citizens' Advice Bureau	20% DRR 66 Devonshire Road, CB1 2BL	£3,930	£3,930	<b>£3,930</b>			£3,573
Cambridge Chesterton Indoor Bowls Club Limited - social and sporting activities for 800 members, available for hire	20% DRR Logan's Way CB4 1BL (1100:1045 city; 10 other orgs)	£2,266	£2,266	<b>£2,266</b>			£2,060
Cambridge Community Arts - art, music and drama courses targeting people at risk of social exclusion due to mental and physical ill-health	27 x 8-week 3-hour creative arts courses for people disadvantaged and isolated due to mental and physical health conditions, unemployed and experiencing economic hardship. Groups will be supported to be self-sustaining e.g. Singing & Song writing, Sewing, Digital Art, Charcoal Drawing (216:108 city)	£119,951	£20,000	<b>£16,000</b>			£4,000

Cambridge Council for Voluntary Service (CCVS) - supports community and voluntary groups, provides training, advice, information and acts as a voice for the sector	Provide practical support and training to build knowledge and confidence in those involved with community groups and charities (through 1:1 support, good practice guides, training, webinars, funding events); encourage individuals and groups working in and across communities to collaborate and build relationships (through network sessions and peer support information); amplify the voices of communities and champion the work of the groups working with them (through attending meetings to represent the sector, promotion, communications and signposting); Managing Arbury Court (365 vol orgs: 1 statutory agency)	£94,073	£71,893	<b>£45,000</b>			£40,000
Cambridge Council for Voluntary Service  Page 31	Activities to strengthen volunteer recruitment: <ul style="list-style-type: none"> <li>• Work with groups - to improve good practice, recruitment, retention and management of volunteers; 6 webinars; 2 training sessions; 1 online conference or series of linked events, quarterly networking events. Awareness raising of volunteering.</li> <li>• Work with individuals - A minimum of 50 1-2-1 interviews; 12 events, 4 volunteer journey stories, develop and run a new training course aimed at increasing diversity in volunteering; deliver activities to build the pool of people looking to become Trustees.</li> <li>• Work with local businesses – increasing engagement between businesses and charities and increase opportunities to build partnerships; 2 networking/training events that bring the business and vol sectors together, delivery of an 'always available' course, 2 networking events for VCS to share good practice around working with business, training, advice, support, web content,</li> </ul>	£54,830	£39,740	<b>£23,500</b>	<b>£6,500</b>		£28,000

	champion scheme. (75 vol orgs; 1 stat org, 50 private orgs).						
Cambridge Council for Voluntary Service	GET Group Network: member survey; quarterly networking events; annual celebration of learning event; maintain GET website; development of a new Communications strategy; support to VCS groups working in this area; represent the sector at local, county and national level on skills and employment. Cambridge Digital Partnership: quarterly networking meetings; conference; website maintenance; continue the communications strategy to include quarterly newsletters, social media; building the membership; organisation development.	£36,318	£17,728	<b>£12,000</b>			£3,000 plus the GET group received £12,000
Cambridge Council for Voluntary Service Page 32	Community focused and community led service delivery project that will look at co-creation, partnership working, community power and community wealth building. (50 vol orgs: 3 statutory agencies)	£87,664	£65,984	<b>£0</b>			new
Cambridge Council for Voluntary Service	20% DRR 16-18 Arbury Court Road, Arbury Court CB4 2JQ	£1,166	£1,166	<b>£1,166</b>			£1,060
Cambridge Ethnic Community Forum - capacity building for the Black, Asian and Minority Ethnic voluntary sector in Cambridge to meet the needs of their members. Race Equality Service and cohesion projects	Capacity building service for BME groups 3 days a week comprising: Information/ representation enabling groups to engage with local decision making and consultations; participation in at least one consultation activity, with briefings as required. Organisational development – fortnightly surgeries providing 1-1 support for groups for 8-10 groups, 3 training sessions for 4-10 groups per session on issues such as good governance & building user engagement. Engagement - 2 consultation meetings; commission research as required; support 3	£26,316	£25,000	<b>£25,000</b>			£24,500



	collaborative BME events. (3214 city residents; 40 VCS orgs; 10 statutory agencies; 2 private orgs)						
Page 33	Cambridge Ethnic Community Forum Race equality service 3 days pw working towards elimination of discrimination and reducing social and economic inequality through the provision of advice, information and support services and via collaborative work with partners. Access to services via drop in and appointment sessions (286 bens), telephone helpline (1,000 calls), research to inform development of training; provision of volunteer community interpreters; provision of workshops and placements; partnership working with voluntary and statutory agencies (through good practice guidance, training); promoting race equality; working on intersectional disadvantage; developing working relationship with organisations addressing food poverty. (1439 City residents 12+ voluntary organisations; 8 statutory sector) (319:286 city)	£8,776	£8,337	<b>£8,337</b>			£8,000
	Cambridge Ethnic Community Forum CHESS (Cams Human Rights and Equality Support Service) partnership project to provide free advice, advocacy and representation on discrimination, equality, diversity, inclusion and human rights in education, employment, housing, policing, welfare benefits and others to individuals, families and organisations under the Equalities Act 2010 and the Human Rights Act 1998. (50:40 city)	£11,497	£10,923	<b>£7,000</b>			£5,000

Cambridge Gateway Club - befriending, social and leisure club for physical and learning disabilities of all ages	Programme of fortnightly activities, summer trip, bowling outing, Christmas party entertainment (23:17 city)	£4,530	£2,500	<b>£1,346</b>			£1,346
Cambridge Hindu Association - religious, social and cultural activity	Over 50s Club. 20 meetings x 4hrs. Chair based exercises; transport for those with access issues; 2 x trips (60:50 city)	£8,050	£5,550	<b>£1,500</b>			£1,500
Cambridge Housing Society (CHS) Group	Promote the Corona Community service within the Housing Related Support partnership to reach women who are being supported by other housing providers. 3 activities a week to include creative, leisure, sport and social activities in a range of facilities and online. Allotment project, 1:1 support and partnership projects with other organisations. (50:47 city)	£30,395	£30,395	<b>£10,923</b>			£4,000
Cambridge Housing Society (CHS) Group	New Horizons coach delivering financial, digital and employment related support to young City residents most vulnerable to cost-of-living pressures. 20 hours 1:1 support through activities to: reduce their money issues; improve employability; improve digital skills and improve general wellbeing. (30:30 city)	£36,729	£29,449	<b>£15,000</b>			new
Cambridge Modern Jazz - promotes high quality jazz concerts and events in the Cambridge area and develop interest in jazz.	Opportunity for young people experiencing inequality to experience music-making and improvisation through three music workshops held during the school day (40 city)	£10,500	£5,500	<b>£0</b>			£0
Cambridge Money Advice Centre - free money advice for those in debt, practical help and support e.g. budgeting	Free, confidential debt advice service to 50 people including 15 new clients; includes training and accrediting 4 new volunteer advisors (50:29 city)	£19,849	£5,000	<b>£5,000</b>			£5,000

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<p>Cambridge Online - volunteer based educational charity providing disabled and disadvantaged people with access to computers, the internet, training and technology advice.</p>	<p>Digital inclusion hub: weekday internet access at Hester Adrian Hub, digital skills support and a range of IT support services.  Employability support: 2 work clubs per week to help people onto further learning/training or into employment/volunteering.  Wider support: Work relevant opportunities, building confidence, digital health tools, online job search and carer tools and support.  Laptop and tablet donation scheme: Up to 200 laptops and tablets and provision of a mobile phone donation service.  Weekly digital outreach: sessions at Brownsfield, Meadows, and investigating opportunities in Romsey, Cherry Hinton and Queen Edith's.  Remote support: via phone email and video conferencing advice services: to at least 100-150 City residents. Computer kiosks in sheltered housing schemes; 2 in place, 4 more to deliver.  Organisation support: via placements  Volunteer recruitment and development  NHS digital support: for access to digital weight loss resources; for access to digital wellbeing information for people with learning difficulties and poor mental health.  Supporting the elderly: Provision of 7 Internet hubs in the City, with access to help and support, including out of hours.  Courts and Tribunals Service: support for people unable to use HMRC digital services.  (590:500)  <i>Funded activities to be agreed with grants manager</i></p>	£102,750	£58,000	<b>£40,000</b>			£35,000
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Cambridge Re-Use - help people on low income or benefits to buy furniture, electrical and white goods and other household items	Support to facilitate helping people on low income or benefits to buy furniture, electrical and white goods and other household items (donated by the public), that they may not otherwise be able to afford, to include increasing online presence (967:612 City)	£12,285	£9,214	<b>£7,000</b>		£7,000	£0
Cambridge Reuse	20% DRR Unit H, The Paddocks, 347 Cherry Hinton Road CB1 8DH (967:612 City)	£2,090	£2,090	<b>£2,090</b>			£1,900
Cambridge Sustainable Food - Food Poverty Alliance aims to reduce the level of food poverty	Support the Cambridge Food Poverty Alliance (CPFA) and facilitation of the food poverty action plan. (Going for Gold 2022 campaign transition into a food justice model). 8 meetings, newsletters, good practice, annual report, monitoring and evaluation of the FPAP and Emergency Food Response, Provision of Christmas food hampers, 250+ Xmas dinners for sheltered housing residents, support the 9 Community Food Hubs, volunteering programme for the Food Hubs, encouraging the use of Tempo Time Credits, delivery of food to people in need, Grow a Row project, develop and expand community wealth-building projects. Oversee and facilitate the move from a food poverty to a food justice approach (3,390 city residents; 27+ voluntary organisations; 40+ private organisations)	£29,566	£29,566	<b>£15,000</b>		£15,000	£0

Cambridge Sustainable Food	Facilitate the holiday lunch programme across the city for low-income families in partnership with the Council and other organisations, ensuring lunches are provided in all low-income areas to ensure children don't go hungry because they are not receiving their free school meals. Other activities alongside community meals are often provided: sport, craft, cooking skills etc. (estimated provision of 1150 meals).	£18,985	£16,985	<b>£0</b>	<b>£8,000</b>	£8,000	£0
Cambridge United Community Trust - use power of sport and Cambridge United brand to have a positive impact on our local community across key themes of health, education and inclusion.	Inclusive physical activity sessions for those that experience barriers to physical activity, running 48 weeks per year. Sessions include: mental health multi-sport; Deaf football; Amputee and Pan football; BAME football; LGBTQ+ football; Autism football; powerchair football (226:120 City)	£39,368	£13,252	<b>£11,000</b>			£10,000
Cambridge United Community Trust	Wellbeing and employment support primarily for those who have a physical disability or underlying mental health condition. (8 City)	£13,671	£13,671	<b>£0</b>			new
Cambridge Women's Resources Centre - specialised support, information and training for women to increase skills, confidence, self-esteem and employability	Employability and wellbeing programme of workshops, courses and groups, enabling skills and confidence building for women and enabling them to re-engage in the community. Includes sessions and activities on computer support, preparing for interview, bike maintenance, first aid for finances, healthy relationships. Also support to run a book club, a walking group, a running group, an art drop in and an engagement group about local community issues. (376:348 city)	£57,979	£57,979	<b>£33,000</b>			£33,000
Cambridge Women's Resources Centre	20% 13 The Courtyard, Sturton Street, Cambridge, CB1 2SN	£3,027	£3,027	<b>£3,027</b>			£2,752

Cambridgeshire and Peterborough Foundation for the Arts and Mental Health (Arts & Minds) - use the arts to support the positive mental health of individuals and communities	Widening participation in their arts on prescription programme. 3 x 12-week programme of arts workshops to support people experiencing mild to moderate levels of depression, anxiety and/or stress increasing accessibility for underrepresented groups: those on low income and BAME communities (12: 8 city)	£9,359	£5,000	<b>£4,500</b>			£4,000
Cambridgeshire Older People's Enterprise - information and events for older people: signposting, discussion, consultation, and advocacy.	Talking Together - free, telephone based 45-minute discussion groups. Four six-week series for life-long learning and addressing isolation and depression resulting from the lack of regular interaction with the community. Facilitated by professionals and skilled volunteers and supplemented by printed materials, each group will explore specific fields such as art, poetry, literature, local history, the environment and nutrition.	£12,464	£6,000	<b>£2,000</b>			£3,000
Cambridgeshire Older People's Enterprise	Promote and activate the interests of older people via bi-monthly newsletter (2,763:1,284 city) <i>Contribution towards newsletter, rent and admin costs.</i>	£28,150	£6,000	<b>£2,000</b>			£5,000
Cambridgeshire Society for the Blind and Partially Sighted (Camsight)	10% DRR 167 Green End Road, CB4 1RW (1,763:522 city)	£715	£715	<b>£715</b>			£650
Cambridgeshire Vietnamese Refugee Community - cultural and social activities and advocacy services for older Vietnamese people	Community activities: Lunar New Year, Mid-Autumn Festival and summer outing (1,010:385 city) <i>Funding for coach hire for summer trip only</i>	£2,570	£2,570	<b>£650</b>			£650

Centre 33 - supports young people to overcome their problems through a range of free, confidential services - information and advice, counselling and mental health, and young carer's services	Someone To Talk To Drop-in Service - the universal entry into support services for young people with emotional and practical needs providing free information, advice, assessment and advocacy via open access telephone, video and face to face drop-ins, web-based information, leaflets and factsheets and community events. (2,210:1,800 city)	£118,224	£72,224	<b>£46,000</b>			£36,500
Centre 33	20% DRR 33 Clarendon St, CB1 1JX (2,100:1,800 city)	£765	£765	<b>£765</b>			£695
CoFarm Cambridge - Co-farming in Abbey to reduce health inequalities and improve cohesion	4 x 3hr open 'co-farming' sessions per week (April - October) with and for the local community. Volunteer co farmers will learn how, and participate in, growing fresh fruit and vegetables sustainably and co create and manage their own community farm and market garden together. Co-farmers will also be involved in harvesting over 10 tonnes of produce for distribution to city residents experiencing food insecurity. (230 city co-farmers and 1222 food recipients).	£207,822	£30,364	<b>£15,000</b>		£10,000	£0
Disability Huntingdonshire - provides specialist benefit advice, support and advocacy for people of all ages with disabilities.	Recruitment of a part time benefit caseworker to support disabled people's applications to DWP and older people to claim Attendance Allowance. Provision of advice and support on disability benefits and help completing the forms, representation at benefit tribunal appeals. (100:100 City)	£17,374	£16,374	<b>£5,000</b>			New (Disability Cambridge previously funded)

<p>Encompass Network - supports, represents and empowers LGBT+ people, communities and organisations</p>	<p>Co-ordination of LGBTQ+ History Month (comprising 40+ events, some aimed at intersectional disadvantaged groups, older people, transgender people); Run 2 Network Access meetings open to all members of the local LGBTQ+ community and hold 3-4 Forum meetings open to representatives of local LGBTQ+ community groups, organisations, networks and charities. (2,500:1,900 city). Includes 20 voluntary, 7 statutory and 13 private organisations.</p>	<p>£12,759</p>	<p>£9,979</p>	<p><b>£9,000</b></p>			<p>£9,000</p>
<p>Homestart Cambridgeshire - family group providing support to families with at least one child under 5 and when family life becomes difficult</p>	<p>Peer support for particularly isolated mums with mental health issues with a child under 5. 38 sessions per year during term time to share experiences. Children are supported by staff to play, be creative and socialise with other children and interact with their mothers (24:24 city; 10 families)</p>	<p>£10,773</p>	<p>£6,000</p>	<p><b>£5,000</b></p>			<p>£5,000</p>
<p>Junction CDC Ltd - arts centre where arts meets life. Audiences and artists explore contemporary art, popular culture and creative learning</p>	<p>Projects tackling social exclusion for young people with complex needs: Total Arts &amp; Total Mini-Bytes: year-round fortnightly creative workshops for disabled children. 20 workshop sessions for 15 participants and 20 total Arts Mini Bytes sessions for 10 participants at each session. Contemporary Youth Choir: for young people aged 11-25, helping to improve mental health and confidence, targeted by referrals from local charities working with young people with complex needs. 1-hour weekly sessions. Travel bursaries where needed, free to attend. Beats, Trials and Tribulations: music and film making project which develops teamwork, leadership, confidence whilst affording new opportunities not usually accessible to all. 13</p>	<p>£120,097</p>	<p>£60,500</p>	<p><b>£40,000</b></p>			<p>£50,000</p>



	workshop sessions for 8 participants over a 3-month period. (874:611 City)						
Junction CDC Ltd	20% DRR The Junction, Clifton Way CB1 7GX	£3,300	£3,300	<b>£3,300</b>			£3,000
Kelsey Kerridge – multi-purpose sports centre, hall, 2 studios, 2 gyms, climbing wall, squash courts, function room, over 30 classes per week	Sessions for disadvantaged groups including weekly multi-sport activity sessions for people with mental health issues; weekly football sessions for the homeless (20 city)	£3,100	£3,100	<b>£0</b>			£3,500
Kelsey Kerridge	20% DRR Kelsey Kerridge Sports Centre, Queen Anne Terrace CB1 1NA (390:361 city)	£7,535	£7,535	<b>£7,535</b>			£6,850
Kettle's Yard - place for art, music, learning and research. Exhibitions, concerts, collections and engagement	Your Kettles Yard: targeted art and engagement programme in north Cambridge to build cultural capital with Kettles Yard. Activities engaging 'at risk' children, young people and their families, isolated or lonely people, and long term unemployed who face significant barriers to accessing art. Activities include holiday lunches with Church of the Good Shepherd and Red Hen, attendance at Arbury Carnival, Kettles Yard on your Doorstep at Chesterton Festival and Kings Hedges Summer Picnic, Open House card, support for the community advisory panel, accessible activity for people with disabilities and supported creative sessions for vulnerable young people (2574:2021 city)	£57,573	£15,000	<b>£13,500</b>			£12,000
Kings Hedges Family Support Project - family support drop-ins for parents and their children up to the age of 3.	Family support drop-ins x 3 days x 50 weeks with family support workers and trained play workers, seeing around 500 families a year (406:390 city) <i>Funded activities to be agreed with grants manager</i>	£110,284	£30,000	<b>£15,000</b>			£10,000
Kite Trust (The) - support for LGBT+ young people	LGBT+ activities: 1-1 support to young people in schools, colleges and community venues; weekly group for 13-17 & 18-25 yr olds; regular	£82,200	£38,700	<b>£12,500</b>			£12,500

in Cambridge to have better outcomes in life	online groups for those unable to attend in person, monthly physical activities, monthly arts or cultural activity; summer camping trip; 30th anniversary celebration day (300:150 city)						
Level Water - bespoke, one-to-one swimming lessons for children aged 4 to 11 years with either a physical or sensory disability.	48 1:1 swimming lessons x 30 minutes for 10 disabled children age 4 - 11 at Parkside Pool and a teacher training workshop. (10 city)	£17,253	£5,000	<b>£3,000</b>			£3,000
Living Sport – aims to improve the health, happiness and wellbeing of people by supporting them to be active.	Free weekly 2-hour informal family physical activity session for 12 weeks in 3 local parks/green spaces in areas of economic and social disadvantage. (150 City) <i>Funded activities to be agreed with grants manager</i>	£9,630	£7,280	<b>£2,860</b>			£2,000
Meadows Children & Family Wing - intensive support for local families with preschool children and those up to age 11 living in north Cambridge. Bring together and support each other on a range of issues: parenting, healthy living, confidence, domestic violence, relationships and friendships	Family support programme for children and families. 1) 2 x weekly drop ins x 5.5 hrs (100 sessions) - outreach, advice, information, support, signposting, facilitated play projects 2) Empowerment course for women with free crèche 3 x 6 weeks (455:400 city)	£74,522	£74,522	<b>£30,000</b>			£30,000

Meadows Children & Family Wing	Life After Abuse' package consisting of three elements for women and their children 1)'The Freedom Programme' (empowering women to make life choices, improving skills and confidence and to understand their relationships) x 3 courses x 12 weeks x 12 women. A free creche is provided. 2) 'Freedom Forever Programme' (initiating change, assertiveness, housing, debt, budgeting, developing new networks) x 3 courses x 10 weeks x 12 women. With free creche. 3) Weekly specialised drop-in x 2 hours x 50 weeks for individual support to course attendees and for women on the long waiting list - including creche, food parcels/vouchers and poverty relief measures, Risk assessments, referral work (310:240 city)	£50,894	£36,720	<b>£12,000</b>		£10,000	£2,000
Museum of Cambridge - social history museum; aims to tell the stories of all Cambridge people. Exhibitions, workshops, lectures, projects, activities, tearoom, shop	Cultural programme of activities including: 1. Year-round creative interactive workshops for carers and parents in areas of deprivation. 2. Year-round programme bi-weekly pop-up handling object activities for families in areas of highest deprivation. 3. Recruitment and training of Family Engagement Volunteers to support the implementation of the above activities. 4. Storytelling from the Museum collection. 5. Memory cafe targeted at older adults living in deprived areas, exploring the photo archive (1100 City).	£33,167	£33,167	<b>£30,000</b>			£30,000
Museum of Cambridge	20% DRR 2/3 Castle Street CB3 0AQ	£1,782	£1,782	<b>£1,782</b>			£1,620

New International Encounter (NIE) - creating devised performances / projects that speak directly and dynamically to a wide audience especially young people and families	Tales from the Edge of Town: 2 x 2 taster workshops, 8 x 2 hr workshops at targeted extra-curricular clubs, culminating in 2 x performances for participants and the local community, by actors. (140 city).	£23,298	£9,000	<b>£4,500</b>			£3,260
North Cambridge Community Partnership (NCCP)	Annual Pantomime (140 city)	£2,827	£2,227	<b>£0</b>			£1,500
North Cambridge CP	Sports activities including 4 skateboarding sessions, weekly tennis sessions, weekly dance/multi sports sessions (600:600 city)	£4,928	£4,928	<b>£3,000</b>			new
North Cambridge CP	Two seaside trips (210 city)	£4,224	£3,384	<b>£0</b>			£2,040
North Cambridge CP	Monthly Gardening Club (203 city)	£719	£719	<b>£200</b>			£200
North Cambridge CP	Newsletter (printed) - 2 editions (8,500 city)	£4,532	£4,532	<b>£0</b>			£2,000
North Cambridge CP	Quarterly networking lunches (106 city)	£1,034	£1,034	<b>£500</b>			£300
North Cambridge CP	4 x Cookery workshops (89 city)	£1,082	£1,082	<b>£600</b>		£600	£0
North Cambridge CP	Annual Christmas Lights switch on event and 2 Xmas trees (340 city)	£1,969	£1,969	<b>£0</b>			£1,100
North Cambridge CP	Easter Egg Hunt (250 city)	£1,066	£1,066	<b>£0</b>			£700
North Cambridge CP	Volunteer evenings x 3 for existing and new volunteers (54 city)	£1,335	£1,335	<b>£250</b>			£250
North Cambridge CP	Organise the NCCP Annual General Meeting (32 city)	£1,139	£1,139	<b>£0</b>			new
North Cambridge CP	2 x weekly Lego Clubs (1500 city)	£5,995	£5,795	<b>£3,000</b>			£3,000
North Cambridge CP	Family Summer Fun and Sports Day (280 city)	£2,717	£2,717	<b>£0</b>			£2,500
North Cambridge CP	Running Campkin Community Centre and key aspects of NCCP organisation (8500 city)	£21,645	£18,045	<b>£0</b>			£2,000

North Cambridge CP	Toddler Group (567 under 5s; 343 adults = 910 city)	£3,410	£3,410	<b>£1,500</b>			£700
North Cambridge CP	20% DRR Nun's Way Pavilion, Nuns Way, King's Hedges CB4 2PF	£1,260	£1,260	<b>£1,260</b>			£1,145
North Cambridge CP	20% DRR Campkin Community Centre	£237	£237	<b>£237</b> Estimation – building not yet assessed			£215
Pink Festival Group (The) - run LGBTQ+ events to celebrate and showcase LGBTQ+ lives and support the development of Queer Arts	Cambridge Pride - free, accessible one day event in June 2023 - a day of music, literature and performing arts, including a youth area designed by young people in conjunction with The Kite Trust, community area in conjunction with Encompass Network, wellbeing area (9,500:6,000 city)	£74,950	£8,500	<b>£5,000</b>			£5,000
Romsey Mill Trust - supports young people and families who experience multiple disadvantage. Outreach, training, learning opportunities, sports, arts, positive activities	Engaging very disadvantaged, homeless or at risk of being homeless young men and women who are resident at the YMCA Queen Anne House and CHS Railway House to help them transition out of the hostels, delivered through detached youth work and drop ins, focused 1:1s and confidence and skills building activities. (50:50 City)	£36,706	£13,695	<b>£13,695</b>			£16,000 For a different project
Romsey Mill Trust	3 targeted accessible courses (each course 10 sessions x 2 hrs plus 1-1 support) for young parents up to age 21, who are seeking to gain a qualification to increase their chances to gain further education, employment or training after the birth of their child. Eating well on a budget; self-esteem course; Arts Award in partnership with Fitzwilliam Museum. Crèche (60:42 city)	£31,477	£7,185	<b>£7,185</b>			£5,500
Romsey Mill Trust	Aspire Plus programme: life and social skills programme for Autism disadvantaged young people age 17-19 via weekly social group x 39 weeks and a quieter group running simultaneously; 8 x sessions of one-to-one	£35,084	£7,416	<b>£5,000</b>			£3,000

	support per month (96 sessions in all). (46:19 city)						
Romsey Mill Trust	20% DRR Romsey Mill Centre, Hemingford Road, Cambridge CB1 3BZ1	£853	£853	<b>£853</b>			£775
Rowan Humberstone Ltd - empower learning disabled students to become independent by raising confidence, self-esteem and self-worth via arts and crafts activities	Creative workshops x 5 days pw x 50 wks x 6 students per session with a learning disability. Rowan Rangers - Forest School for adults 1 day pw x 50 wks pa (80:38 city)  <i>Funded activities to be agreed with grants manager</i>	£611,067	£10,000	<b>£2,500</b>			£2,500
Rowan Humberstone Ltd	10% DRR 40 Humberstone Road CB4 1JG	£710	£710	<b>£710</b>			£645
Strawberry Fair	Support to organise and deliver the Strawberry Fair in June 2023. Free event run entirely by volunteers. Funding to support accessibility, children's arts, satellite and community activities (35,000:24,000 city)	£154,475	£15,000	<b>£10,000</b>			£12,500
Student Community Action - recruit and train student volunteers to provide social, educational and practical support to vulnerable and disadvantaged residents and other local statutory and voluntary agencies	Student Volunteering Programme. Bounce - Saturday youth club for vulnerable, disadvantaged and disabled children; Big Siblings - 1-1 support for vulnerable or disabled children; Taskforce - practical 1-1 assistance for elderly or disabled people; Homework help; Craft and story sessions for vulnerable children; Musical Entertainment group visiting care homes. Disclosure and barring service for over 100 organisations. 80-120 student volunteers. (129:124 city)  <i>Funded activities to be agreed with grants manager</i>	£53,710	£6,000	<b>£6,000</b>			£6,000

SW Health and Wellbeing CIC - support disadvantaged communities and individuals to enhance health, wellbeing and economic opportunity via sport and wellbeing to change behaviour	Ability to play Disability Sport Programme for young people who have a range of complex needs and disabilities but don't have EHCPs and therefore can't access other services easily. 1 x 48-week, 2-hour sessions on Saturdays starting at Castle School for up to 25 participants (100 city)	£19,052	£16,092	<b>£5,000</b>			£5,000
Tempo Time Credits Ltd (previously called Spice) - work in partnership with local funders and organisations to co-design and deliver Time Credits programmes that support positive impact for individuals, communities and local organisations	Capacity building and volunteer engagement via offering Time Credits: support to existing groups; recruitment of 9 new groups; recruitment of 135 additional volunteers; run 3 network meetings; recruit and maintain local businesses and venues that will offer goods and service for free; produce monthly newsletter (256 city residents earn and benefit from credits, 26 groups)	£11,790	£11,790	<b>£5,000</b>			£10,000
The Red Hen Project - support and services to target issues that stop children and families thriving in north Cambridge via 1:1 casework and active outreach programmes especially targeting hard-to-reach families	Poverty relief for families in North Cambridge - emergency care packs for families experiencing financial emergencies, FareShare food redistribution, art and craft resource packs, referrals to grant providers of individual needs, assisting with digital inclusion, signposting and support (via transport, childcare during appointments) for debt/financial advice (350:315 city)	£33,005	£15,000	<b>£15,000</b>		£5,000	£0
The Red Hen Project	390 hours of support to families in North Cambridge delivered through drop ins across 3 locations. Includes physical and mental wellbeing sessions, signposting, redistributing donated items, assisting with digital inclusion (228:205 city).	£30,412	£20,000	<b>£5,000</b>			new

The Red Hen Project	Long term intensive support for 24 families experiencing complex challenges, targeting early intervention at families in North Cambridge. Includes focusing on safeguarding children, dealing with challenges, strengthening relationships (91 city).	£35,423	£20,000	<b>£0</b>			new
Trumpington Residents Association - management of Trumpington Pavilion for the local community	20% DRR Trumpington Pavilion, King George V Playing field, Paget Road CB2 9JF (14,000:13,300 city; 20 groups)	£347	£347	<b>£347</b>			£315
University of Cambridge Museums - collections available to the widest audiences via exhibitions, events, courses. Consortium of eight university museums. Programme to increase, deepen and diversify engagement	Cultural activity programme: 12 sessions in 3 sheltered housing schemes (160 instances of participation); CHYPPS holiday programme (3600); Bronze arts award for young parents with Romsey Mill 10 sessions (16), workshops with unaccompanied asylum seeking children 6 sessions (8), Creative families 4 sessions for 10 families, inclusive offer for families SEND 6 openings (120), event engagement (9,560), community panel and network (48)	£124,806	£21,082	<b>£15,000</b>			£15,000
				<b>1,015,493</b>	<b>14,500</b>		



## Appendix 2 – ‘Small’ Community Grant Award Recommendations 2023-24

The following recommendations are subject to the confirmation of the Council’s budget in February 2023 and in some cases, the receipt of additional satisfactory information (for example additional activity, finance and governance information).

- The funding and purpose will be detailed in grant agreements
- Where no funding is recommended, or not the full amount requested, it is due to one or more of the reasons stated in 3.10 of the report
- Key: *new* – group new to the Community Grants fund

	Group	Activity	Full Cost £	Request £	Community Grant £	2022-23 award £	
Page 49	1	Arbury Road Baptist Church	‘Wonderfully Made’ creative café and craft drop-in sessions to provide peer support for people with poor mental health (10 beneficiaries per session).	21,950	1,635	<b>420</b>	Applied for £7,200 in 22-23 but were not successful
		Bangladesh Welfare and Cultural Association	15 swimming sessions to increase health and wellbeing for minority ethnic women (30 beneficiaries).	2,343	2,000	<b>0</b>	21-22 £1,000 22-23 N/A
	3	Boishakhi Cultural Association	Summer day trip to reduce isolation (125 beneficiaries).	1,800	1,175	<b>650</b>	800
	4	Boishakhi Cultural Association	Two cultural events to increase the sense of belonging and reduce isolation.	1,290	640	<b>190</b>	<i>new activity</i>
	5	Cambridge African Network	Subsidised seaside trip for those on a low income to bring the community together (80 beneficiaries).	1,400	1,000	<b>300</b>	600
	6	Cambridge African Network	Black History Month celebration event to promote cultural understanding and community cohesion (180 beneficiaries).	1,500	650	<b>650</b>	450

7	Cambridge Film Trust	Outreach, 1:1 youth mentoring sessions and fortnightly workshops to increase self-confidence and aspirations through the 'Youth Lab' initiative for disadvantaged young people (10 beneficiaries).	9,538	2,000	<b>2,000</b>	2021-22 £4,000 Withdrawn
8	Cambridge Tea Dance Club	12 monthly, 2–3-hour Ballroom/Latin dance sessions to reduce social isolation and encourage physical activity (10 beneficiaries).	1,600	1,000	<b>300</b>	<i>new</i>
9	Changing Directions	Social activities and outings for adults with severe health conditions and disabilities to improve social interaction and reduce loneliness (25 beneficiaries).	768	756	<b>500</b>	500
10	Indian Cultural Society	Autumn festival including audio visual, craft and culinary events to promote cultural integration (500-600 beneficiaries)	7,500	1,000	<b>200</b>	300
11	Khidmat Sisters	Day trip to reduce isolation and loneliness for disadvantaged, minoritised women and their families (100 beneficiaries).	2,250	2,000	<b>650</b>	800
12	Making Space Cambridgeshire Carer Support Service	Range of activities including fitness classes to improve the wellbeing of unpaid carers for people with mental health conditions (50 beneficiaries).	4,000	2,000	<b>600</b>	<i>new</i>
13	Mallu Café	12 monthly get togethers for the Kerela community to bring the community together, reduce social isolation and discuss issues specific to minority groups (50 beneficiaries per session).	2,000	2,000	<b>450</b>	<i>new</i>
14	Steel Bones	Bespoke 1:1 support and motivation through peer mentoring to reduce social isolation and health outcomes for amputees (10 beneficiaries).	2,000	2,000	<b>1,800</b>	<i>new</i>
15	The Black Hair Society	20 weeks of hair styling workshops, 2 x 1hr to empower, educate and increase the positive representation of Afro, mixed race and curly hair types (350 beneficiaries).	5,000	2,000	-	<i>new</i>

16	TKSC Turkish and Kurdish Speakers Association	Activities to bring the community together to socialise and participate (100 beneficiaries).	850	850	<b>850</b>	<i>20-21 £600 withdrawn</i>
17	Watersprite Film Festival	Outreach work to overcome threshold anxiety for young people who believe that employment in the screen industries is unobtainable (120 beneficiaries).	2,665	2,000	<b>0</b>	<i>new</i>
18	104 City of Cambridge Squadron RAF Air cadets	Provision of a 'Bag of Character' kit of ideas and equipment to improve the cadets interest, knowledge, understanding of leadership and help develop a range of interpersonal and team skills (60 beneficiaries).	1,960	1,960	<b>£0</b>	<i>new</i>
				Total	<b>9,560</b>	

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## **COMPLAINT UPHeld BY THE LOCAL GOVERNMENT & SOCIAL CARE OMBUDSMAN (LGO) RELATING TO A COMPLAINT ABOUT NOISE**

**To:**

Councillor Rosy Moore, Executive Councillor for Climate Change, Environment & City Centre

Environment and Community Scrutiny Committee

**Report by:**

Maria Stagg; Principal Environmental Health Officer, Commercial and Licensing, Environmental Health

maria.stagg@cambridge.gov.uk

**Wards affected:**

Abbey

Not a Key Decision

### **1. Executive Summary**

- 1.1 The Local Government & Social Care Ombudsman (LGO) has found there was fault by the Council “but not causing injustice”, in relation to how the Council investigated a noise complaint from a large item of commercial equipment within the city.
- 1.2 The LGO found the Council at fault for how it initially investigated the noise complaint, which it determined to not be a statutory nuisance. However, this did not cause the complainant a personal injustice, as the Council subsequently acted without fault in its further noise investigation work relating to the commercial equipment; and which came to the same conclusion, ie. it was not a statutory noise nuisance.

- 1.3 There is no legal definition of a statutory noise nuisance, but further general information on this subject matter may be found in the footnote below.
- 1.4 The LGO has also formally accepted that all the identified service improvement actions, offered by the Council to the complainant, have been fully actioned by the Council..

## **2. Recommendations**

The Executive Councillor is recommended to:

Note the findings of the Local Government & Social Care Ombudsman in respect of this case and the actions taken by the Council in response to these findings.

## **3. Background**

- 3.1 The complainant will be anonymized for the purposes of this report and will be referred to as Ms X throughout.
- 3.2 Ms X complained to the Council about noise from a large item of commercial equipment, which shall be referred to as Machine A. Ms X said that Machine A was creating a loud constant noise which was audible in and around her home. The case officer carried out initial investigations to positively identify the source of the noise as coming from Machine A. This included several visits to the home of Ms X and other residents in the nearby area. By the time the case officer had positively identified the noise as coming from Machine A, the company had stopped using Machine A in a way that caused a loud and constant noise.
- 3.3 Some other noise remained, which the case officer assessed on several more visits. The case officer found that the remaining noise was coming from a different machine which shall be referred to as Machine B.
- 3.4 While Machine B produced a noise, the case officer who carried out the investigation did not consider it constituted a statutory noise nuisance. Nevertheless, the Council asked the business to find ways to mitigate

the remaining noise from Machine B as residents said it was affecting them. It kept the investigation into the noise open in the meantime

- 3.5 The business then decided to plan to move Machine B to another area of its site. It submitted a planning application to the Council for permission to move the machine. The business carried out an environmental impact assessment (EIA) as part of its planning application. These assessments include the impact of noise on the surrounding area. The Council reviewed the planning application and associated EIA, which it subsequently approved.
- 3.6 On 1st February 2021 the case officer carried out a further site visit on their own. A few days later, the case officer formally decided the noise was not a statutory noise nuisance. The case officer told the business it could continue using Machine B and informed Ms X it would not be taking further action. At this time, an independent acoustic report about the noise from Machine B had been sought by Ms X but it had not been completed yet.
- 3.7 Ms X complained to the Council in March 2021 as follows:
- before making the decision that Machine B could continue to operate, the case officer attended the site visit alone on 1st February 2021, when he should have attended in a pair;
  - the case officer made the decision before the outcome of the acoustic report was known;
  - the Council did not change its decision making in response to a noise assessment which residents paid for privately and which said the noise would amount to statutory nuisance; and
  - the case officer investigating the noise lacked integrity and was not impartial.

The complaint was considered using the Council's internal complaints process at Stage 1 and Stage 2.

- 3.8 The outcome of the Council's complaint investigation at Stage 1 is set out below. The Stage 2 outcome supported the findings made at Stage 1.
- 3.9 The Council did not agree that its officer lacked integrity. It also did not agree that Ms X's privately commissioned noise assessment meant it should change its finding regarding the noise nuisance. The Council said it appreciated that Ms X's noise consultant had reached a different conclusion, but the Council's decision was made by qualified officers

after several visits and assessments. It said that Ms X's own consultant's report did not mean that the Council's conclusion was wrong or unreliable. However, it upheld Ms X's complaint about the officer attending the 1st February 2021 visit on their own. It said the case officer should have judged that it would have been better for two officers to attend before making the decision that the noise was not a statutory nuisance and whether the machine could continue to operate. The Council also agreed that the case officer should have waited for the outcome of the acoustic report before making any formal decision about the continued operation of Machine B.

3.10 In response to the faults identified above at Stages 1 and 2, the Council said it would:

- review its noise assessment and decision-making processes.
- ensure consistency in future around officer attendance on visits and signing off on decision-making.
- organise relevant training for Environmental Health Officers to ensure they follow the correct processes.
- review and update the Councils' website to make it clear what customers can expect from this part of the service; and
- request that the business release the 'raw data' on noise from its own noise assessment and provide it to the Council.

The Council told Ms X as part of its Stage 2 response, that it requested the 'raw data' from the business's noise assessment, but the business did not provide it and it was under no legal obligation to do so.

It also noted that all visits to investigate the noise which took place subsequent to the one on 1st February 2021 were done in pairs.

It also advised Ms X, as part of its Stage 2 response, that it would be a consultant as part of the planning process following submission by the applicant of an EIA.

It also agreed to a request for Ms X to meet with the Chief Executive Officer, if still required following review of the response provided at Stage 2. Ms X has not subsequently asked for a meeting to take place

3.11 In mid-February 2022, following further noise assessments, the Council decided again that the noise from the nearby business did not amount to a statutory noise nuisance. It sent Ms X an email to explain its decision and advised that her noise complaint was now closed. In June



2022, the Council approved the business's planning application to relocate Machine B to another area of its site, subject to conditions. Among these conditions were a list of noise mitigation measures. These included noise insulation around the machine, restrictions on permitted sound levels and positioning of the machine in such a way that the noise is directed away from nearby residential dwellings.

#### **4. The Ombudsman's findings, orders, and recommendations**

- 4.1 The LGO noted the following in its assessment of the case:
- 4.2 "The Council carried out an appropriately thorough investigation into the reports it received of excessive noise from the business site.
- 4.3 Its actions included carrying out several visits to different nearby locations to investigate the noise. It considered several noise assessments, officer's professional judgement and measured the noise level.
- 4.4 However, the Council has accepted some fault in how it investigated Ms X's concerns. The Council agreed it would have been preferable for two officers to be present during one of the site visits. It also accepted the officer should have waited for the outcome of the acoustic report before deciding the noise was not a statutory nuisance.
- 4.5 The Council suggested appropriate improvements to its practice to prevent the fault occurring again. In any event, this fault did not lead to an injustice for Ms X.
- 4.6 The Council's decision in mid-February 2022 took account of the acoustic report and other noise assessments. Many subsequent visits were conducted in pairs, but the Council came to the same conclusion .
- 4.7 When councils decide a noise is not a statutory nuisance, they can decide to take informal action. The Council did this by asking the business to take steps to mitigate the noise. The Council can also manage noise through the planning process, which it did. It looked at the impact of the noise as part of its consideration and chose to place conditions on the business to minimise any noise.

- 4.8 The LGO ordered within one month of the date of the final decision, the Council should provide evidence that it has carried out the service improvements it set out in its complaint response:
- a review of its noise assessment and decision making processes;
  - measures to ensure consistency around officer attendance on visits and signing off on decision-making;
  - relevant training to be arranged for Environmental Health Officers to ensure processes are followed; and
  - review and update the Councils' website to make it clear what customers can expect from this part of the service.”

Paragraphs 4.2 to 4.8 inclusive, are taken direct from the LGO report.

## **5. The Council's response**

- 5.1 The Council has dealt with the LGO's order, as detailed in section 4.8 within the stipulated time frame.
- 5.2 The LGO has accepted the evidence provided that the service improvements ordered have been made.

## **6. Implications**

### **a) Financial Implications**

None

### **b) Staffing Implications**

Noise assessments are now made in pairs where deemed appropriate on a case by case basis.

### **c) Equality and Poverty Implications**

An EqIA is not required in this case as this report is for information with no decisions to be made.

### **d) Net Zero Carbon, Climate Change and Environmental Implications**

The report is for information with no decisions to be made, there are no climate change related implications therefore the overall rating is 'Nil'.

### **e) Procurement Implications**

None.

**f) Community Safety Implications**

None.

**7. Consultation and communication considerations**

None.

**8. Background papers**

None.

**9. Appendices**

None.

**10. Inspection of papers**

If you have a query on the report please contact Yvonne O'Donnell,  
Environmental Health Manager,  
email: [yvonne.o'donnell@cambridge.gov.uk](mailto:yvonne.o'donnell@cambridge.gov.uk).

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Item

## **Extension and variation of Public Spaces Protection Order (Dog Control) 2017**

**To:**

Councillor Alex Collis, Executive Councillor for Open Spaces, Food Justice and Community Development and Statutory Deputy Leader  
Environment & Community Scrutiny Committee 01/12/2022

**Report by:**

Wendy Johnston, Community Engagement and Enforcement Manager  
Tel: 01223 - 458587 Email: wendy.johnston@cambridge.gov.uk

**Wards affected:**

All

Not a Key Decision

### **1. Executive Summary**

- 1.1. The Public Spaces Protection Order (Dog Control) 2017 (“Order”) is due to expire on the 19 October 2023, having been successfully reviewed and extended for three years in 2020. At any point before expiry of the Order, the Council can vary or extend it by up to three years if they consider it is necessary to prevent the original behaviour (for which it was introduced) from occurring or recurring.
- 1.2. This report revisits the terms of the current Order (Appendix A), and asks the Executive Councillor to approve, in principle, the proposal to extend and vary the Order in respect of dog control (including dog fouling, dog exclusion, seasonal dog on leads requirements, means to pick up faeces, dogs on leads and restriction on number of dogs requirements) within Cambridge, in the form set out at Appendix B and the locations set out in

Appendix C; and to authorise officers to publicise the proposed orders and to consult, as required by the Anti-Social Behaviour, Crime and Policing Act 2014 (“The Act”).

## **2. Recommendations**

The Executive Councillor is recommended to:

- a. To approve the proposal to extend and vary the Order for dog control within Cambridge in the form set out at Appendix B and the locations set out in Appendix C; and
- b. To authorise officers to publicise the proposed Order, as set out in Appendix B and C, and to carry out consultation as required by the Anti-Social Behaviour, Crime and Policing Act 2014.

## **3. Background**

- 3.1. This report revisits the terms of the current Order (Appendix A), reviews its impact and considers the case for varying and extending it for a further three years, as permitted by the Act.
- 3.2. The council reviewed the areas of dog control and created a Public Space Protection Order for dog control (“the Order”). The Executive Councillor approved the Order which came into effect on 19 October 2017 and was approved for variation and extension on 19 October 2020.
- 3.3. The dog control activities currently prohibited by the Order are:
  - Failing to remove dog faeces immediately.
  - Not keeping a dog on a lead in a designated area.
  - Not putting, and keeping, a dog on a lead when directed to do so by an authorised officer.
  - Permitting a dog to enter land from which dogs are excluded; and
  - Taking more than the stated maximum number of dogs onto land where restrictions are in place.
- 3.4. The Order was not put forward as a means of unduly restricting the exercising or recreation of dogs across the city. The reason for making the Order was to address the detrimental effect on the quality of life of those in the locality caused by the irresponsible behaviour of a small

minority of dog owners; and to set out a clear standard of behaviour to which all dog owners were required to adhere.

- 3.5. The City Council Public Realm Enforcement service is responsible for undertaking public realm education and enforcement, including of the Order and responsible dog ownership, in line with the Council's Enforcement Policy.
- 3.6. The penalty for committing an offence contained in the Order is a maximum fine of Level 3 on the Standard Scale<sup>1</sup> (currently £1000) which can be made by the Magistrates Court, following successful prosecution of an offence. Alternatively, the opportunity to pay a fixed penalty (currently £75) is offered in place of prosecution. A fixed penalty notice (FPN) is an 'on the spot' fine for committing criminal offences, such as breach of the Order. Payment of a FPN means that no further action will be taken for that offence, it does not constitute an admission of guilt by the offender, but it does mean that such cases are diverted away from the Magistrates Court, thereby avoiding the risk of the offender receiving a larger penalty fine of up to £1000 and a criminal record.
- 3.7. At any point before expiry of the Order, the Council can extend it by up to three years, if they consider it is necessary to prevent the original behaviour (for which it was introduced) from occurring or recurring. According to section 60(2) of the Act, before the time when a PSPO is due to expire, the local authority that made the PSPO may extend the period for which it has effect if satisfied on reasonable grounds that doing so is necessary to prevent:
  1. Occurrence or recurrence after that time of the activities identified in the Order, or
  2. An increase in the frequency or seriousness of those activities after that time.
- 3.8. Section 61 of the Act makes provision for the Order to be varied by increasing or reducing the affected area; or by altering or removing a prohibition or requirement included in the Order; or by adding a new one. For an Order to be able to be varied, the Council must be satisfied that, on reasonable grounds, the following two conditions are met. The first condition is that:

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<sup>1</sup> Level 3 of the Standard Scale is currently set at £1000

- a. Activities carried on in a public place within the Council's area have had a detrimental effect on the quality of life of those in the locality; or,
- b. It is likely that activities will be carried on in a public place within that area and that they will have such an effect.

The second condition is that the effect or likely effect, of the activities:

- a. Is, or is likely to be, of a persistent or continuing nature.
- b. Is, or is likely to be, such as to make the activities unreasonable; and,
- c. Justifies the restrictions imposed by the notice.

Any such variations will need to be subject to public consultation as set out in section 3.15.

3.9. The Council has reviewed the current Order (Appendix A) in accordance with the above conditions; and identified the following proposed variations, which are reflected in the proposed varied Order in Appendix B:

- a. Introduction of dog exclusion areas in following areas which are fenced: Hampden Gardens (expansion to wider green area where play area is to ensure users of the whole of the park can enjoy it without dogs); new exclusion areas at Shelly Row recreation ground (which has been fenced and has a play area for children), and fenced Coldham's Common Astro turf pitch and MUGA (multi use games area) – both of the latter are designated sports areas and not suitable for dogs.
- b. Introduction of dogs on leads restrictions in following areas where complaints have been received regarding aggressive dogs, lack of dog control or dogs straying without owner control: Coldham's Common marked sports pitches.
- c. Introduction of seasonal dogs on leads restrictions (for the bird nesting season 1<sup>st</sup> March to 31<sup>st</sup> July) in following areas where complaints have been received regarding lack of dog control or dogs straying without owner control, and associated risk to of nesting birds being disturbed: Local Nature Reserves - Barnwell West, Barnwell East, Bramblefields, Limekiln Pit, Logan's Meadow (part), Paradise and West Pit as well as sites with nesting birds at Hobsons Park, and Mill Road Cemetery.
- d. Introduction to restrict number of dogs (maximum of four) to be walked by a person at any one time in following areas where complaints have



been received regarding aggressive dogs, lack of dog control or dogs straying without owner control: Coldham's Common marked sports pitches, and Hobsons Park.

- e. Introduction of a requirement to always carry a means to pick up faeces across the whole of the city, and to require a person in control of a dog to produce the means when requested to do so by an authorised officer.

3.10. Most dog owners are responsible and clean up after their dog - however, a minority of irresponsible dog owners fail to do so, by not carrying the correct means to do so. It is therefore recommended that there is a new requirement introduced to the Order which requires those in charge of a dog being walked/exercise to have suitable means to collect and dispose of dog faeces. Those in control of a dog would be required to produce the means of disposal upon request of an authorised officer. The means to collect and dispose of dog faeces can be bags which are readily available (they do not have to be expensive pet shop brands) and examples of suitable means could be nappy sacks, dog poo bags, carrier bags, poop a scoop. Unacceptable examples include using your hands and leaves/twigs collected once the requirement to produce has been made.

3.11. Dogs off leads have the potential to significantly disturb nesting birds, as depending on the habitat type, many species nest at ground level or low down in vegetation. Repeated disturbance by dogs can reduce the number and diversity of species able to use the site to breed. This in turn reduces bird song and encounters for members of the public, with corresponding reduction in the well-being benefits offered. An independent biodiversity audit of the reserves and larger green spaces in 2020, revealed recreational pressure, and particularly disturbance by dogs, as a key impact limiting their habitat condition. The Council adopted a Biodiversity Strategy in 2022 to help combat the declared Biodiversity Emergency this included commitments to review all Local Nature Reserve management plans and consider appropriate dog control orders for key sites. It is therefore recommended that dogs on leads during the bird nesting season (1<sup>st</sup> March to 31<sup>st</sup> July) are introduced at the key sites identified in 3.9 c) above.

3.12. Currently there is no requirement for anyone committing an offence to provide their details if requested to do so by an authorised officer i.e., it is not an offence to refuse to give information to an officer. Legislation for other environmental offences such as littering makes it an offence to fail to provide details to an authorised officer when the officer proposes to

issue a fixed penalty notice. Therefore, it is recommended to include a section requiring suspects to provide their name and address and create an offence of failing to comply with an authorised officer's request.

- 3.13. The current Order does not apply to a person in control of a working assistance dog which has been trained to assist a person who has a disability. For the purposes of the Order, a "disability" means a condition that qualifies as a disability for the purposes of the Equality Act 2010. It is proposed that the same exemptions continue to be applied within the proposed extended and varied Order (Appendix B) to ensure that the restrictions placed on dog owners / handlers are reasonable and consider conditions where it is not possible for the person to comply.
- 3.14. If the Order is to be extended this must be done before the time when it is due to expire, i.e., 18 October 2023. In the event of the Order not being extended, it will lapse on 18 October 2023, at which point there will be no legally enforceable restrictions on dogs in Cambridge. Officers consider it reasonable to assume that anti-social behaviour regarding dog control in the restricted areas would reoccur and/or increase in frequency, and/or seriousness, if the Order is not extended.

## **Consultation**

- 3.15. In accordance with the Anti-social Behaviour, Crime and Policing Act 2014, if the recommended proposed extension and variation of the Order is approved the Council is then required to consult the Chief Officer of Police, the local policing body, and appropriate community representatives.
- 3.16. In addition, Government guidance recommends that a community survey is undertaken to see if people support the introduction of the proposed extended and/ or varied Order. Subject to the Council approving the proposed Order, it is recommended that a survey be undertaken between February and March 2023 asking people if they would support the extension and variation of the Order, as detailed in Appendix B. Such a survey would include a web survey, survey forms made available on request, posters positioned at key areas and dog walking locations and relevant stakeholders notified as set out in 3.17.
- 3.17. In addition to Cambridge residents, visitors and businesses, the following specific stakeholder groups will also be consulted:
  - All residents' groups / associations

- Ward councillors
- Friends of Groups for land subject to proposed Order
- Dog welfare organisations, including Wood Green, the RSPCA, and the Dogs Trust
- Organisations associated with assistance dogs, including Guide Dogs for the Blind
- Organisations associated with rough sleepers and the homeless, including Wintercomfort and the Street Outreach Team
- Local Access Forum for Access Land subject to Order
- Parish Committee for closed cemeteries

3.18. In addition, the Council must publish the text of the proposed extended and varied order on its website.

3.19. Officers will report the outcome of the consultation to the Executive Councillor at the Environment and Community Scrutiny Committee meeting in June 2023, including any proposed amendments to the order, together with a recommendation for the order's formal agreement.

## **4. Implications**

### **a) Financial Implications**

In accordance with the Act, once an Order is agreed, the Council must 'cause to be erected on or adjacent to the land in relation to which the public spaces protection order has been made such notice or notices as it considers sufficient to draw the attention of any member of the public using that land to –

- (i) the fact that a public spaces protection order has been made; and
- (ii) and the effect of that order being made.

Consequently, there will be a financial cost to revising the proposed Order, which will need to be met by some new signage and amendments to existing signage. Amendments to new signage can be done by positioning of relevant wording on existing signs (i.e., permanent stickers to display wording for revised order). The signs will cost approximately £10 each plus delivery charge of £15. Approximately the total cost is in the region of £3000 which will be met from within existing departmental cost centre budgets.

The city-wide offences (requirement to clear up dog fouling, requirement to be in possession of means to pick up faeces, and dogs on leads by direction) will have advisory warning signs placed in hotspot areas. Dog exclusion, seasonal

dogs on leads and dogs on leads areas will have advisory signs placed at entrances to the designated areas under these orders.

The issuing of fixed penalty notices will generate additional income, which can offset the cost of signage in future years if considered appropriate. The income from fixed penalty notices is also permitted by law to be used for functions related to street cleansing.

### **b) Staffing Implications**

There are no additional staffing implications as officers are already equipped to deal with education and enforcement activity related to the Order, including dog fouling and irresponsible dog owners.

### **c) Equality and Poverty Implications**

An Equality Impact Assessment (EQIA) has been completed; please see attached Appendix D.

The impact on residents, visitors and businesses is expected to be positive, as these proposals should continue to act as a deterrent to irresponsible dog ownership. Exemptions are currently in place for those with disabilities and it is recommended that the same exemptions continue to exist in the revised and varied PSPO. There is no adverse impact on any other Protected Groups from its adoption.

### **d) Environmental Implications**

There will continue to be a positive effect on local environmental quality with the proposed extended and varied Order and the associated continued enforcement against irresponsible dog owners.

### **e) Procurement Implications**

Costs for the purchase of the proposed Order signage stickers and signs are estimated to be in the region of £3000 and fall below the threshold of £10,000 within the corporate procurement procedures. Therefore, best value will be demonstrated by obtaining at least one written quotation.

### **f) Community Safety Implications**

The proposed extension and variation of the Order will continue to have a positive effect on community safety, reducing the risks associated with *Toxocariasis*<sup>2</sup> and nuisance dogs.

## **g) Consultation and communication considerations**

The order will also be published on the Council's website and associated social media platforms. Further consultation will take place with the groups detailed in section 3.15.

## **5. Background papers**

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

- Anti-social Behaviour, Crime and Policing Act 2014: <http://www.legislation.gov.uk/ukpga/2014/12/contents/enacted/data.htm>
- DEFRA Dealing Practitioner's Manual on dealing with irresponsible dog ownership:
- [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/373429/dog-ownership-practitioners-manual-201411.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/373429/dog-ownership-practitioners-manual-201411.pdf)
- The Anti-Social Behaviour, Crime and Policing Act 2014 Statutory guidance for frontline professionals: [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/352562/ASB\\_Guidance\\_v8\\_July2014\\_final\\_2\\_.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/352562/ASB_Guidance_v8_July2014_final_2_.pdf)
- Report to Environment and Community Scrutiny Committee Proposed Review of Public Spaces Protection Orders (Dog Control) 2017 on 16 January 2020: [https://democracy.cambridge.gov.uk/documents/s48733/PSPO\\_variation\\_paper\\_2019.pdf](https://democracy.cambridge.gov.uk/documents/s48733/PSPO_variation_paper_2019.pdf)
- Minutes for Environment and Community Scrutiny on 16 January 2020: [https://democracy.cambridge.gov.uk/documents/g3608/Printed\\_minutes\\_16th-Jan-2020\\_17.00\\_Environment\\_and\\_Community\\_Scrutiny\\_Committee.pdf?T=1](https://democracy.cambridge.gov.uk/documents/g3608/Printed_minutes_16th-Jan-2020_17.00_Environment_and_Community_Scrutiny_Committee.pdf?T=1)
- Report to Environment and Community Scrutiny Committee Proposed Review of Public Spaces Protection Orders (Dog Control) 2017 on 2 July 2020: [https://democracy.cambridge.gov.uk/documents/s50103/PSPO\\_Variation\\_Paper\\_July\\_2020.pdf](https://democracy.cambridge.gov.uk/documents/s50103/PSPO_Variation_Paper_July_2020.pdf)
- Minutes for Environment and Community Scrutiny on 2 July 2020: [https://democracy.cambridge.gov.uk/documents/g3785/Printed\\_minutes\\_02nd-Jul-2020\\_17.00\\_Environment\\_and\\_Community\\_Scrutiny\\_Committee.pdf?T=1](https://democracy.cambridge.gov.uk/documents/g3785/Printed_minutes_02nd-Jul-2020_17.00_Environment_and_Community_Scrutiny_Committee.pdf?T=1)

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<sup>2</sup> Toxocariasis is an infection caused by a type of worm found in the poo of some dogs. It's rare but can sometimes cause serious health problems.

- Report to Environment and Community Scrutiny Committee Fixed Penalty Notices Review 2018/19 on 17 January 2019: [https://democracy.cambridge.gov.uk/documents/s44777/FPNS\\_Review\\_Report.pdf](https://democracy.cambridge.gov.uk/documents/s44777/FPNS_Review_Report.pdf)
- [Biodiversity Strategy 2022-2030](https://www.cambridge.gov.uk/media/11066/biodiversity-strategy.pdf) (<https://www.cambridge.gov.uk/media/11066/biodiversity-strategy.pdf>)
- Biodiversity Emergency – May 2019 - [motion-to-declare-a-biodiversity-emergency-2019-05.pdf](https://www.cambridge.gov.uk/media/11066/biodiversity-emergency-2019-05.pdf) ([cambridge.gov.uk](https://www.cambridge.gov.uk))

## 6. Appendices

- Sealed Public Spaces Protection Order (Dog Control) 2017 – Appendix A
- Draft Order Appendix B
- Proposed locations for Order Appendix C
- EQIA Appendix D

## 7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact Wendy Johnston, Community Engagement and Enforcement Manager, tel: 01223 - 458578, email: [wendy.johnston@cambridge.gov.uk](mailto:wendy.johnston@cambridge.gov.uk).

**ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT  
2014  
SECTION 59**

**PUBLIC SPACES PROTECTION ORDER (DOG CONTROL)  
2017**

Cambridge City Council (in this Order called "the Council") hereby makes the following order:

This Order comes into force on the 19<sup>th</sup> October 2020 date for a period of 3 years

**General provisions:**

1. This Order applies to the all land within the Council's administrative area, which is open to the air (which includes land that is covered but open to the air on at least one side) and to which the public are entitled or permitted to have access (with or without payment).
2. A person who fails to comply with any obligation imposed by this order is guilty of a criminal offence by virtue of section 67(1) of the Anti-social Behaviour Crime and Policing Act 2014 and liable to a fine on summary conviction not exceeding level 3 on the standard scale.

**Obligations on persons with dogs:**

**3. Fouling**

If a dog defecates at any time on land to which this order applies a person who is in charge of the dog at the time must remove the faeces from the land immediately unless:

- They have reasonable excuse for failing to do so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.

**4. Leads by order**

A person in charge of a dog on land to which this order applies must comply with a direction given to him by an authorised officer of the Authority to put and keep the dog on a lead unless:

- They have reasonable excuse for failing to do so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.

An authorised officer may only give a direction under this order if such restraint is reasonably necessary to prevent a nuisance or behaviour by the dog that is likely to cause annoyance or disturbance to any other person, or to a bird or another animal.

#### **5. Leads**

A person in charge of a dog on land detailed in Schedule 1 below must keep the dog on a lead at all times unless

- They have reasonable excuse for failing to do so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.

#### **6. Exclusion**

A person in charge of a dog on land detailed in Schedule 2 below must not take it into or keep it in this land unless

- They have reasonable excuse for doing so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.

#### **7. Maximum number of dogs**

A person in charge of dog(s) must not, at any time, take more than four dogs on land detailed in Schedule 3 unless

- They have reasonable excuse for doing so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.

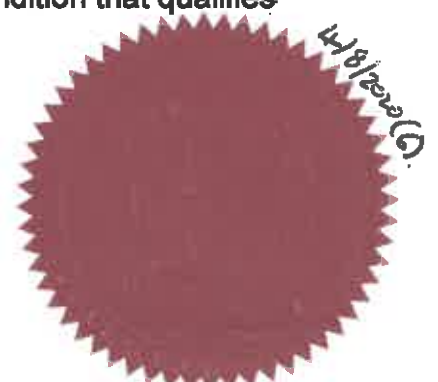
#### **8. Exemptions**

Nothing in this order shall apply to a person in control of a working assistance dog which has been trained to assist a person who has a disability.

#### **For the purpose of this order:**

- A person who habitually has a dog in his possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog;
- Placing the faeces in a bin or receptacle on the land which is provided for the purpose, or for the disposal of waste, shall be sufficient removal from the land;
- Being unaware of the defecation (whether by reason of not being in the vicinity or otherwise), or not having a device or other suitable means of removing the faeces shall not be a reasonable excuse for failing to remove the faeces immediately
- "An authorised officer of the Authority" means an employee, partnership agency or contractor of Cambridge City Council who is authorised in writing by Cambridge City Council for the purposes of giving directions under the Order.
- For the purposes of the Order, a "disability" means a condition that qualifies as a disability for the purposes of the Equality Act 2010.

Dated.....4<sup>TH</sup> AUGUST 2020.....





## **Schedule 1**

### **Dogs on leads areas:**

- **Cemeteries**
  - Newmarket Road Cemetery – the whole of the cemetery
  - Histon Road Cemetery – the whole of the cemetery
- **Cherry Hinton Hall – *area by pond / stream***
- **Hanover and Princess Court – *the green area outside the residential areas***
- **Tenby Close – *the whole of the park***

## **Schedule 2**

### **Dog exclusion areas**

- **Fenced bowling greens at the following locations:**
  - Alexandra Gardens
  - Christs Pieces
  - Coleridge Recreation Ground
  - Lammas Land
  - Trumpington Recreation Ground
- **Fenced tennis courts at the following locations:**
  - Cherry Hinton Hall
  - Christs Pieces
  - Coleridge Recreation Ground
  - Jesus Green (Access Land)
  - Lammas Land
  - Nightingale Avenue
  - Trumpington Recreation Ground
- **Outdoor paddling pools at the following locations:**
  - Abbey Pool Paddling Pool (Access Land)
  - Cherry Hinton Hall
  - Coleridge Paddling Pool
  - Lammas Land
  - Sheep's Green Learner Pool
- **Fenced children's play areas at the following locations:**
  - Aberdeen Avenue
  - Abbey Pool play area (Access Land)
  - Ainsdale
  - Alexandra Gardens
  - Arbury Court
  - Atkins Close
  - Bateson Road
  - Beales Way
  - Cherry Hinton Hall
  - Cherry Hinton Recreation Ground
  - Chesterton Recreation Ground
  - Chestnut Grove
  - Christs Pieces
  - Coldhams Lane play area (Access Land)

- Coleridge Recreation Ground
- Discovery Way
- Ditton Fields
- Dudley Road
- Edgecombe Flats
- Flower Street
- Green End Road
- Gunhild Way/Close
- Hampden Gardens
- Histon Road
- Humphreys Road
- Huntsman Road
- Jesus Green (Access Land)
- Kathleen Elliot Way
- Kingfisher Way
- Lichfield Road
- Neptune Close
- Nightingale Avenue
- Nuns Way
- Pearl Close
- Petersfield
- Peverel Road
- Ramsden Square
- Ravensworth Gardens (1)
- Ravensworth Gardens (2)
- Reilly Way
- River Lane
- Robert May Close
- Romsey Recreation Ground
- Scotland Road
- Sleaford Street/Ainsworth Street
- St Albans Recreation Ground
- St Barnabas Court
- St Matthews Recreation Ground
- St Thomas's Square
- Stourbridge Common (Access Land)
- The Bath House (Hector Pieteron) play area (Gwydir Street)
- Thorpe Way/Fison Road
- Trumpington Recreation Ground
- Whytford Close
- Fenced open spaces at the following locations:
  - Ravensworth Gardens – *Green area (upper area)*

### **Schedule 3**

#### **Maximum number of dogs**

- Bryon's Pool Local Nature Reserve

**ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT  
2014  
SECTION 59**

**PUBLIC SPACES PROTECTION ORDER (DOG CONTROL)  
2017**

Cambridge City Council (in this Order called “the Council”) hereby makes the following order:

This Order comes into force on the 19<sup>th</sup> of October 2023 date for a period of 3 years.

**General provisions:**

1. This Order applies to all land within the Council’s administrative area, which is open to the air (which includes land that is covered but open to the air on at least one side) and to which the public are entitled or permitted to have access (with or without payment).
2. A person who fails to comply with any obligation imposed by this order is guilty of a criminal offence by virtue of section 67(1) of the Anti-social Behaviour Crime and Policing Act 2014 and liable to a fine on summary conviction not exceeding level 3 on the standard scale.

**Obligations on persons with dogs:**

**3. Fouling**

If a dog defecates at any time on land to which this order applies a person who is in charge of the dog at the time must remove the faeces from the land immediately unless:

- They have reasonable excuse for failing to do so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.

**4. Leads by order**

A person in charge of a dog on land to which this order applies must comply with a direction given to him by an authorised officer of the Authority to put and keep the dog on a lead unless:

- They have reasonable excuse for failing to do so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.

An authorised officer may only give a direction under this order if such restraint is reasonably necessary to prevent a nuisance or behaviour by the dog that is likely to cause annoyance or disturbance to any other person, or to a bird or another animal.

#### **5. Leads**

A person in charge of a dog on land detailed in Schedule 1 below must keep the dog on a lead at all times unless

- They have reasonable excuse for failing to do so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.

#### **6. Seasonal dogs on leads requirement**

A person in charge of a dog on land detailed in Schedule 2 below must keep the dog on a lead at all times between 1<sup>st</sup> March and 31<sup>st</sup> July in each year, unless -

- They have reasonable excuse for failing to do so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.

#### **7. Exclusion**

A person in charge of a dog on land detailed in Schedule 3 below must not take it into or keep it in this land unless

- They have reasonable excuse for doing so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.

#### **8. Maximum number of dogs**

A person in charge of dog(s) must not, at any time, take more than four dogs on land detailed in Schedule 4 unless

- They have reasonable excuse for doing so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.

#### **9. Means to collect and dispose of dog faeces**

A person in charge of a dog on land to which this order applies must have with him an appropriate means to pick up dog faeces deposited by that dog unless

- He has reasonable excuse for failing to do so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.

The obligation is complied with if, after a request from an authorised officer, the person in charge of the dog produces an appropriate means of removing dog faeces and transporting it to a bin (whether or not the dog has defecated).

#### **10. Requirement to provide details to an authorised officer**

If an authorised officer proposes to give a person a fixed penalty under this order, the authorised person may require the person to give him his name and address. A person commits an offence if he fails to give his name and address when required to do so.

## **11. Exemptions**

Nothing in this order shall apply to a person in control of a working assistance dog which has been trained to assist a person who has a disability.

### **For the purpose of this order:**

- A person who habitually has a dog in his possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.
- Placing the faeces in a bin or receptacle on the land, which is provided for the purpose, or for the disposal of waste, shall be sufficient removal from the land.
- Being unaware of the defecation (whether by reason of not being in the vicinity or otherwise), or not having a device or other suitable means of removing the faeces shall not be a reasonable excuse for failing to remove the faeces immediately
- “An authorised officer of the Authority” means an employee, partnership agency or contractor of Cambridge City Council who is authorised in writing by Cambridge City Council for the purposes of giving directions under the Order.
- For the purposes of the Order, a “disability” means a condition that qualifies as a disability for the purposes of the Equality Act 2010.

Dated.....

## Schedule 1

Dogs on leads areas:

- Cemeteries
  - Newmarket Road Cemetery – *the whole of the cemetery*
  - Histon Road Cemetery – *the whole of the cemetery*
- Cherry Hinton Hall – *area by pond / stream*
- Hanover and Princess Court – *the green area outside the residential areas*
- Tenby Close – *the whole of the park*
- Coldham's Common – *marked out sports pitches*

## Schedule 2

Dogs on leads seasonal areas:

- Bramblefields Local Nature Reserve – *the whole of the nature reserve*
- Paradise Local Nature Reserve – *the whole of the nature reserve*
- Barnwell East Local Nature Reserve – *the whole of the nature reserve*
- Barnwell West Local Nature Reserve – *the whole of the nature reserve*
- West Pit Local Nature Reserve – *the whole of the nature reserve*
- Limekiln Pit Local Nature Reserve – *the whole of the nature reserve*
- Logan's Meadow Local Nature Reserve (part of) – *existing wet woodland and river frontage south of cycle bridge*
- Mill Road cemetery – *the whole of the cemetery*
- Hobsons Park – *the whole of the park*

## Schedule 3

Dog exclusion areas

- Fenced bowling greens at the following locations:
  - Alexandra Gardens
  - Christs Pieces
  - Coleridge Recreation Ground
  - Lammas Land
  - Trumpington Recreation Ground
- Fenced tennis courts at the following locations:
  - Cherry Hinton Hall
  - Christs Pieces
  - Coleridge Recreation Ground
  - Jesus Green (Access Land)
  - Lammas Land
  - Nightingale Avenue
  - Trumpington Recreation Ground
- Outdoor paddling pools at the following locations:
  - Abbey Pool Paddling Pool (Access Land)
  - Cherry Hinton Hall
  - Coleridge Paddling Pool
  - Lammas Land
  - Sheep's Green Learner Pool

- Fenced children's play areas at the following locations:
  - Aberdeen Avenue
  - Abbey Pool play area (Access Land)
  - Ainsdale
  - Alexandra Gardens
  - Arbury Court
  - Atkins Close
  - Bateson Road
  - Beales Way
  - Cherry Hinton Hall
  - Cherry Hinton Recreation Ground
  - Chesterton Recreation Ground
  - Chestnut Grove
  - Christs Pieces
  - Coldham's Lane play area (Access Land)
  - Coleridge Recreation Ground
  - Discovery Way
  - Ditton Fields
  - Dudley Road
  - Edgecombe Flats
  - Flower Street
  - Green End Road
  - Gunhild Way/Close
  - Hampden Gardens
  - Histon Road
  - Humphreys Road
  - Huntsman Close
  - Jesus Green (Access Land)
  - Kathleen Elliot Way
  - Kingfisher Way
  - Lichfield Road
  - Neptune Close
  - Nightingale Avenue
  - Nuns Way
  - Pearl Close
  - Petersfield
  - Peverel Road
  - Ramsden Square
  - Ravensworth Gardens (1)
  - Ravensworth Gardens (2)
  - Reilly Way
  - River Lane
  - Robert May Close
  - Romsey Recreation Ground
  - Scotland Road
  - Shelly Row
  - Sleaford Street/Ainsworth Street
  - St Albans Recreation Ground
  - St Barnabas Court
  - St Matthews Recreation Ground

- St Thomas's Square
- Stourbridge Common (Access Land)
- The Bath House (Hector Pieteron) play area (Gwydir Street)
- Thorpe Way/Fison Road
- Trumpington Recreation Ground
- Whytford Close
- Fenced open spaces at the following locations:
  - Hampden Gardens – *green area*
  - Ravensworth Gardens – *Green area (upper area)*
- Sports pitches
  - Coldham's Common Astro turf pitch and MUGA (multi-use games area) (Access Land)

## **Schedule 4**

### Maximum number of dogs

- Bryon's Pool Local Nature Reserve
- Coldham's Common (Access Land) Sports pitches
- Hobsons Park



Appendix C: Proposed Locations of Orders

Location	Area	Restriction	Introduction date	Proposal	Comments
Abbey Pool Paddling Pool (Access Land)	Outdoor paddling pool	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Abbey Pool Paddling Pool (Access Land)	Children's play area	Dog exclusion area	Oct-20	Keep as a dog exclusion area	
Aberdeen Avenue	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Ainsdale	The whole of the park	Dog exclusion area	Oct-17	Keep as a dog exclusion area	
Alexandra Gardens	Fenced bowling green	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Alexandra Gardens	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Arbury Court	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Atkins Close	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Barnwell East LNR	Local Nature Reserve	Dogs on leads area (seasonal)	Oct-23	Create seasonal dogs on leads area	
Barnwell West LNR	Local Nature Reserve	Dogs on leads area (seasonal)	Oct-23	Create seasonal dogs on leads area	
Bateson Road	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Beales Way	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Bramblefields LNR	Local Nature Reserve	Dogs on leads area (seasonal)	Oct-23	Create seasonal dogs on leads area	
Byron's Pool	Whole of local nature reserve	Restriction on number of dogs	Oct-20	Keep maximum number of dogs restriction to 4	

Location	Area	Restriction	Introduction date	Proposal	Comments
Cherry Hinton Hall	Fenced tennis courts	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Cherry Hinton Hall	Outdoor paddling pools	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Cherry Hinton Hall	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Cherry Hinton Hall	Pond / stream	Dogs on leads area	Oct-17	Keep as a dogs on leads area	
Cherry Hinton Recreation Ground	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Chesterton Recreation Ground	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Chestnut Grove	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Christ's Pieces	Fenced bowling greens	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Christ's Pieces	Fenced tennis courts	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Christ's Pieces	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Coldham's (Access Land)	Common Marked out sports pitches	Dog on leads area	Oct-23	Create dogs on leads area	Near BMX track
Coldham's (Access Land)	Common Marked out sports pitches	Maximum number of dogs	Oct-23	Max number of dogs	Byron's Pool displaced
Coldham's (Access Land)	Common Astro turf pitches and MUGA	Dog exclusion area	Oct-23	Create dog exclusion area	
Coldham's Lane play area (Access Land)	Play area	Dog on leads area	Jul-13	Keep as a dog exclusion area	
Coleridge Paddling Pool	Outdoor paddling pools	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Coleridge Recreation Ground	Fenced bowling greens	Dog exclusion area	Jul-13	Keep as a dog exclusion area	

Location	Area	Restriction	Introduction date	Proposal	Comments
Coleridge Recreation Ground	Fenced tennis courts	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Coleridge Recreation Ground	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Discovery Way	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Ditton Fields	Fenced children's play areas	Dog exclusion area	Oct-20	Keep as a dog exclusion area	
Dudley Road	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Edgecombe Flats	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Flower Street	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Green End Road	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Gunhild Way/Close	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Hampden Gardens	Fenced children's play areas	Dog exclusion area	Oct-17	Extend area to wider grass area	
Hanover and Princess Court	Green area outside there residential areas	Dogs on leads area	Oct-20	Keep as a dogs on leads area	
Histon Road	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Histon Road Cemetery	the whole of the cemetery	Dog on leads area	Jul-13	Keep as a dogs on leads area	
Hobsons Park	Local Nature Reserve	Dogs on leads area (seasonal)	Oct-23	Create seasonal dogs on leads area	
Hobsons Park	Open space	Maximum number of dogs	Oct-23	Max number of dogs	

Location	Area	Restriction	Introduction date	Proposal	Comments
Humphreys Road	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Huntsman Road	Fenced children's play area	Dog exclusion area	Oct-20	Keep as a dog exclusion area	
Jesus Green (Access Land)	Fenced tennis courts	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Jesus Green (Access Land)	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Kathleen Elliot Way	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Kingfisher Way	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Lammas Land	Fenced bowling greens	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Lammas Land	Fenced tennis courts	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Lammas Land	Outdoor paddling pools	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Lichfield Road	Fenced children's play area	Dog exclusion area	Oct-20	Keep as a dog exclusion area	
Limekiln Pit LNR	Local Nature Reserve	Dogs on leads area (seasonal)	Oct-23	Create seasonal dogs on leads area	
Logans Meadow LNR	Local Nature Reserve	Dogs on leads area (seasonal)	Oct-23	Existing wet woodland and river frontage south of cycle bridge	
Mill Road Cemetery	Cemetery	Dogs on leads area (seasonal)	Oct-23	Create seasonal dogs on leads area	
Neptune Close	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Newmarket Cemetery	Road the whole of the cemetery	Dog on leads area	Jul-13	Keep as a dogs on leads area	

Location	Area	Restriction	Introduction date	Proposal	Comments
Nightingale Avenue	Fenced tennis courts	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Nightingale Avenue	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Nuns Way	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Paradise LNR	Local Nature Reserve	Dogs on leads area (seasonal)	Oct-23	Create seasonal dogs on leads area	
Pearl Close	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Petersfield	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Peveler Road	Children's play area	Dog exclusion area	Oct-17	Keep as a dog exclusion area	
Ramsden Square	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Ravensworth Gardens	Green area (upper area)	Dog exclusion area	Oct-17	Keep as a dog exclusion area	
Ravensworth Gardens (1)	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Ravensworth Gardens (2)	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Reilly Way	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
River Lane	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Robert May Close	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Romsey Recreation Ground	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	

Scotland Road	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Location	Area	Restriction	Introduction date	Proposal	Comments
Sheep's Green Learner Pool	Outdoor paddling pools	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Shelly Row	Whole of the park	Dog exclusion area	Oct-22	Create dog exclusion area	
Sleaford Street/Ainsworth Street	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
St Barnabas Court	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
St Matthews Recreation Ground	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
St Thomas's Square	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Stourbridge Common (Access Land)	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Tenby Close	Whole of the park	Dog exclusion area	Oct-20	Keep as a dogs on leads area	
The Bath House (Hector Pieterston) play area	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Thorpe Way/Fison Road	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Trumpington Recreation Ground	Fenced bowling greens	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Trumpington Recreation Ground	Fenced tennis courts	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
Trumpington Recreation Ground	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	
West Pitt LNR	Local Nature Reserve	Dogs on leads area (seasonal)	Oct-23	Create seasonal dogs on leads area	
Whytford Close	Fenced children's play areas	Dog exclusion area	Jul-13	Keep as a dog exclusion area	

## 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 Kate Yerbury, Equality and Anti-Poverty Officer at [equalities@cambridge.gov.uk](mailto:equalities@cambridge.gov.uk) or phone 01223 457046.

Once you have drafted the EqIA please send this to [equalities@cambridge.gov.uk](mailto:equalities@cambridge.gov.uk) for checking. For advice on consulting on equality impacts, please contact Graham Saint, Strategy Officer, ([graham.saint@cambridge.gov.uk](mailto:graham.saint@cambridge.gov.uk) or 01223 457044).

<b>1. Title of strategy, policy, plan, project, contract or major change to your service</b>
Extension and variation of Public Spaces Protection Order (Dog Control) 2017

<b>2. Webpage link to full details of the strategy, policy, plan, project, contract or major change to your service (if available)</b>
None available – existing order detailed here: <a href="https://www.cambridge.gov.uk/dog-control">https://www.cambridge.gov.uk/dog-control</a>

<b>3. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?</b>
The Public Spaces Protection Order (Dog Control) 2017 (“Order”) is due to expire on the 19 October 2023. At any point before expiry of the Order, the Council can vary or extend it by up to three years if they consider it is necessary to prevent the original behaviour from occurring or recurring.  The Activities prohibited by the Order are: <ul style="list-style-type: none"><li>• Failing to remove dog faeces immediately;</li><li>• Not keeping a dog on a lead in a designated area;</li><li>• Not putting, and keeping, a dog on a lead when directed to do so by an authorised officer; and</li></ul>

- Permitting a dog to enter land from which dogs are excluded.

The Order was not put forward as a means of unduly restricting the exercising or recreation of dogs across the city. The reason for making the Order was to address the detrimental effect on the quality of life of those in the locality caused by the irresponsible behaviour of a small minority of dog owners; and to set out a clear standard of behaviour to which all dog owners were required to adhere.

At any point before expiry of the Order, the Council can extend it by up to three years if they consider it is necessary to prevent the original behaviour from occurring or recurring. According to section 60(2) of the Act, before the time when a PSPO is due to expire, the local authority that made the PSPO may extend the period for which it has effect if satisfied on reasonable grounds that doing so is necessary to prevent

1. Occurrence or recurrence after that time of the activities identified in the Order, or
2. An increase in the frequency or seriousness of those activities after that time.

However according to section 61 of the Act, the Order may be varied by increasing or reducing the affected area, or by altering or removing a prohibition or requirement included in the Order or by adding a new one. Where an order is varied if satisfied on reasonable grounds that two conditions are met.

The first condition is that:

- a. Activities carried on in a public place within the Council's area have had a detrimental effect on the quality of life of those in the locality; or,
- b. It is likely that activities will be carried on in a public place

The second condition is that the effect or likely effect, of the activities:

- a. Is or is likely to be, of a persistent or continuing nature;
- b. Is, or is likely to be, such as to make the activities unreasonable; and,
- c. Justifies the restrictions imposed by the notice.

Any such variations will need to be subject to consultation.

- a. Introduction of dog exclusion areas in following areas which are fenced: – Hampden Gardens (expansion to wider green area where play area is); new exclusion areas at Shelly Row recreation ground, and fenced Coldham's Common Astro turf pitch and MUGA (multi use games area).
- b. Introduction of dogs on leads restrictions in following areas where complaints have been received regarding aggressive dogs, lack of dog control or dogs straying without owner control: - Coldham's Common marked sports pitches.
- c. Introduction of seasonal dogs on leads restrictions (for the nesting season 1<sup>st</sup> March to 31<sup>st</sup> July) in following areas where complaints have been received regarding lack of dog control or dogs straying without owner control, and/or concerns around nesting birds being disturbed: - Local Nature Reserves - Barnwell West, Barnwell East, Bramblefields, Limekiln Pit, Logan's Meadow (part), Paradise and West Pit, Hobsons Park, and Mill Road Cemetery.
- d. Introduction to restrict number of dogs (maximum of four) to be walked by a person at any one time in following areas where complaints have been received regarding aggressive dogs, lack of dog control or dogs straying without owner control: - Coldham's Common marked sports pitches, and Hobsons Park.



e. Introduction of a requirement to always carry a means to pick up faeces across the whole of the city, and to require a person in control of a dog to produce the means when requested to do so by an authorised officer.

**4. Responsible service**

Environmental Services: Streets and Open Spaces Operations

**5. Who will be affected by this strategy, policy, plan, project, contract or major change to your service?**

**(Please tick all that apply)**

- Residents
- Visitors
- Staff

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):

[Click here to enter text.](#)

**6. What type of strategy, policy, plan, project, contract or major change to your service is this?**

- New
- Major change
- Minor change

**7. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service? (Please tick)**

- Yes
- No

If 'Yes' please provide details below:

All council officers and external agencies who are involved with dog control and responsibility gathering can be involved with dog control, including but not limited to Cambridgeshire Police, Wood Green Animal Shelter, RSPCA and local dog welfare organisations.

**8. Has the report on your strategy, policy, plan, project, contract or major change to your service gone to Committee? If so, which one?**

No – due at committee at in January 2023.

**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?**

None at the present time. A consultation of the changes is proposed between February and April 2020 which will include:

- All residents groups / associations near to Order
- Ward councillors
- Friends of Groups for land subject to proposed Order
- Dog welfare organisations including Wood Green, the RSPCA and the Dogs Trust
- Organisations associated with assistance dogs including Guide Dogs for the Blind
- Organisations associated with the homeless including Wintercomfort and the Street Outreach Team
- Local Access Forum for Access Land subject to Order
- Parish Committee for closed cemeteries

Officers will report the outcome of the consultation to the Executive Councillor at the Environment and Community Scrutiny Committee meeting in June/July 2023, including any proposed amendments to the order, together with a recommendation for the order's formal agreement.

**10. 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 - Please also consider any safeguarding issues for children and adults at risk**

Currently the Order applies to all age groups, and the proposed varied order includes some additional restrictions on parks, including seasonal restrictions where dogs can be walked off lead, and restrictions on the number of dogs that can be walked. This may have a negative impact on members of the public that utilise these areas for walking their dogs, however restrictions are placed on a small number of areas that are not designed for the exercise of dogs and other suitable locations can be found near to areas where restrictions apply. Conversely this may also have a positive impact to family users of these areas, allowing free use of play areas without the fear of dogs sharing the same space.

**(b) Disability**

Currently the Order does not apply to all people. Nothing in the Order applies to a person in control of a working assistance dog which has been trained to assist a person who has a disability. For the purposes of the Order, a “disability” means a condition that qualifies as a disability for the purposes of the Equality Act 2010. It is proposed that the same exemptions continue with the varied Order to ensure that the restrictions placed on dog owners / handlers are reasonable and take into account conditions where it is not possible to comply.

**(c) Gender reassignment**

There are no equality impacts specific to this protected characteristic

**(d) Marriage and civil partnership**

There are no equality impacts specific to this protected characteristic

**(e) Pregnancy and maternity**

This may have a positive impact to family users of these areas where dogs are required to be on leads, allowing free use of play areas without the fear of dogs sharing the same space.

**(f) Race – Note that the protected characteristic ‘race’ refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.**

There are no equality impacts specific to this protected characteristic

**(g) Religion or belief**

There are no equality impacts specific to this protected characteristic

**(h) Sex**

There are no equality impacts specific to this protected characteristic

**(i) Sexual orientation**

There are no equality impacts specific to this protected characteristic

**(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**
- **Groups who have more than one protected characteristic that taken together create overlapping and interdependent systems of discrimination or disadvantage. (Here you are being asked to consider intersectionality, and for more information see: [https://media.ed.ac.uk/media/1\\_I59kt25q](https://media.ed.ac.uk/media/1_I59kt25q)).**

All enforcement action is undertaken in accordance with the council's Corporate Enforcement Policy.

Currently the option for dealing with dog control is fixed penalty notices, which offers individuals and businesses the opportunity to pay a monetary fine, and in turn discharge their liability to prosecution (they will not end up with a criminal record). The continuation of fines with an option for an early repayment amount continues to offer a lower threshold that individuals and businesses can also take advantage of, reducing financial impacts. The council does not offer payment by instalments or payment plans. Payment for fixed penalties can only be accepted for the full amount. However, in cases of extreme financial difficulties, officers have discretion to be able to extend the lower threshold payment period (subject to legal restrictions) and will work together with those issued fixed penalties to avoid prosecution where possible.

**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.)**

Update of EqlA following consultation regarding the proposed order – due June/July 2023.

**12. Do you have any additional comments?**

All communication by the Streets and Open Spaces Operations team is undertaken in accordance with the [Service Standards](#) which details what customers can expect of us.

Usage and payment of FPNS will be monitored and the EqlA kept under review as required

**13. Sign off**

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

Names and job titles of other assessment team members and people consulted: None

Date of EqlA sign off: 14 November 2022

Date of next review of the equalities impact assessment: June/July 2023

Date to be published on Cambridge City Council website: With committee papers for January 2023 committee.

**All EqlAs need to be sent to the Equality and Anti-Poverty Officer at [equalities@cambridge.gov.uk](mailto:equalities@cambridge.gov.uk)**

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## Extension to Storeys Field Community Centre Contract For Services

**To:**

Cllr. Alex Collis, Executive Cllr for Open Spaces, Food Justice and Community Development 19.01.2023

**Report by:**

Allison Conder – Strategic Project Manager

Tel: 01223 457862 Email: [Allison.conder@cambridge.gov.uk](mailto:Allison.conder@cambridge.gov.uk)

**Wards affected:**

Newnham, Castle

Non-key Decision

### 1. Executive Summary

- 1.1 The Storey's Field Centre (SFC) on the Eddington Development in the Northwest of the City, opened to the public in February 2018 and has been managed and operated by the City Council under a contract for services with the Storey's Field Centre Trust (SFCT) since June 2016.
- 1.2 At some point the intended model for operating the new centre was changed from direct management by the Trust, to a contract for services. It was agreed<sup>1</sup> that the Council would, in the first instance, enter a five-year services contract to operate the centre, partly to contribute community centre management expertise, but also to support establishment of the new centre to be able to meet the needs of a new community in a key city growth area. It was always the Council's intention for this to be a medium-term arrangement, to support the newly formed Trust until a centre manager and team had been recruited, trained and a centre programme had been established.

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<sup>1</sup> [Review of Community Provision Management Arrangements for Centres in Growth Sites.pdf \(cambridge.gov.uk\)](#)

- 1.3 At the request of SFCT the council's contract for services has been extended twice, to give the Trust time to review the future direction of the centre, and to complete a procurement process to appoint a new operator. The current contract for services is due to end 31<sup>st</sup> March 2023.
- 1.4 SFCT undertook an open procurement process in July 2022 to seek a new operator, however, this was unsuccessful.
- 1.5 The recommendation made in this report is for the council to make a further extension to its contract for services with SFCT for 12 months until 31<sup>st</sup> March 2024, for the following reasons:
  - a) For SFCT to assess the first procurement process and have sufficient time to complete a second tender process if required
  - b) For SFCT to review and agree the future direction for the centre
  - c) To give the SFCT staff team greater certainty regarding their ongoing employment
- 1.6 At the end of the contract term on 31<sup>st</sup> March 2024, the councils Community Services team will focus on working collaboratively with SFCT and The University to ensure a joined-up programme across community facilities in the local area and that requirements in the Section 106 agreement are met.

## **2. Recommendations**

The Executive Councillor is recommended to:

1. To agree to extend the councils contract for management services if required by Storey's Field Centre Trust (SFCT), until 31 March 2024
2. To note that the council's management and operation of Storey's Field Centre will end 31 March 2024 and that eight Council employed posts may then transfer under a TUPE arrangement, to a new operator

## **3. Background**

- 3.1 The Storey's Field Centre is in the new district of Eddington, Northwest Cambridge, and serves this new community; existing communities in Newnham and Castle wards; areas in South Cambs; and citywide audiences for some of its centre programme. The Centre is overseen



by a joint venture between the University and the City Council, known as the Storey's Field Centre Trust.

- 3.2 The University and City Council both have a 50% stake in the company and nominate 3 representatives each to sit on the Trust. Under the Section 106 agreement for the site, the University is responsible for the full cost of the Joint Venture operations for the first 12 years, after which the City Council will be responsible for 50% of the costs. The 12-year period will commence on SFCT signing a lease with the University, but this has not yet been completed, and in 2020/1 financial year SFC's net operating cost is predicted to be £222,224. It should be noted however, that the 3rd year of operation for SFC (2020-21) was significantly impacted by the COVID 19 pandemic, as were all other community centres, but in tandem with this, a slow-down in the planned construction programme for the Northwest Cambridge site, and the arrival of fewer new residents.
- 3.3 Prior to the Centre opening the Trust contracted with the City Council to manage the staff and oversee the day to day running of the Centre on its behalf and the centre opened in February 2018. All staffing and management costs are reimbursed to the Council as part of the contract.
- 3.5 Since opening, the Centre has developed a programme of activity in line with the Centre business plan which includes community activity, arts and cultural events promoted by different organisations and commercial activity including weddings and conferences. In its second year, prior to the impact of COVID, the Centre attracted over 40,000 visits in its first year and in its second financial year (Aug 19 to July 20) it had already generated over £106,000 in income from hire charges when it closed during March 20.
- 3.6 During this time, the Trust has reviewed various aspects of the Centre's operations and the legal and governance framework, to determine the most sustainable and cost-effective structure and management arrangements going forward. Given the councils eventual joint liability towards the centres running costs, officers have been working jointly with Trustees and the University to the review work.

## **4. Financial Implications**

### **Page: 4**

There are no financial implications for the Council as all staff and management costs are paid by SFCT to the Council as part of the Contract for services.

#### **a) Staffing Implications**

There are 2 full time and 6 part time posts currently employed directly by the Council as an agreement within the service contract arrangement. When the contract ends 31 March 2024, the staff may transfer under a TUPE arrangement to a new operator.

#### **b) Equality and Poverty Implications**

An EQIA has been completed to accompany this report, but no impacts have been identified.

#### **c) Net Zero Carbon, Climate Change and Environmental Implications**

A climate change rating tool has been completed which shows no net impact on the council's net zero carbon target.

#### **d) Procurement Implications**

There are no procurement implications for the Council.

#### **e) Community Safety Implications**

There are no community safety implications.

## **5. Consultation and communication considerations**

The recommendations in this report have been made following discussions with the University and SFC Trustees (who include University and Council representatives).

## **6. Background papers**

Background papers used in the preparation of this report:

<https://democracy.cambridge.gov.uk/ieListDocuments.aspx?CId=176&MID=2791#AI14788> Strategic Review of Community Provision, and Management Arrangements for New Community Centres at Clay Farm and Storey's Field

<https://democracy.cambridge.gov.uk/documents/s55243/Storeys%20Field%20Centre%20Contract.pdf> Storey's Field Centre Contract for Services Extension

<https://democracy.cambridge.gov.uk/documents/g3971/Public%20reports%20pack%2024th-Mar-2022%2017.30%20Environment%20and%20Community%20Scrutiny%20Committee.pdf?T=10>

## **7. Appendices**

N/A

## **8. Inspection of papers**

To inspect the background papers or if you have a query on the report, please contact please contact Allison Conder, Strategic Project Manager, tel:01223 457862, email: [allison.conder@cambridge.gov.uk](mailto:allison.conder@cambridge.gov.uk)

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1. IMPACT ON CARBON EMISSIONS (MITIGATION OF CLIMATE CHANGE)							
HOW WILL THIS PROJECT/PROPOSAL AFFECT THE FOLLOWING KEY AREAS:	WHAT IS THE IMPACT CONSIDERED TO BE? <i>See guidance in the purple box, below, to help you assess the degree of the negative and positive impacts e.g. High, Medium or Low</i>	CLIMATE CHANGE RATING: <i>Use drop down list</i>	WILL THE PROJECT MOVE CAMBRIDGE CITY COUNCIL CLOSER TO THE OBJECTIVE OF BEING NET ZERO CARBON BY 2030? <i>Use drop down list</i>	WILL THE PROJECT MOVE THE CITY CLOSER TO THE OBJECTIVE OF A NET ZERO CARBON CAMBRIDGE BY 2030? <i>Use drop down list</i>	PLEASE DETAIL HERE THE ACTION THAT WILL BE TAKEN TO AVOID, MITIGATE OR COMPENSATE FOR THE NEGATIVE IMPACTS AND MAXIMISE POSITIVE IMPACTS?	HAS A NET ZERO CARBON OPTION BEEN CONSIDERED? PLEASE PROVIDE DETAILS.	
1 ENERGY USE	Positive Impact: Energy use will be reduced or renewable energy will be used Nil Impact: No extra energy use is involved Negative Impact: More energy (gas and/ or electricity) will be consumed (by CCC or others)	Nil	No	No	Consider: - Reducing demand for energy - Specifying energy efficiency measures (e.g. insulation, low energy lighting) - Generating renewable energy (e.g. heat pumps, solar photovoltaic panels)		
2 WASTE GENERATION	Positive Impact: Less waste will be generated OR amount of waste that is reused/ recycled will be increased Nil Impact: No waste will be generated Negative Impact: More waste will be generated (by CCC or others)	Nil	No	No	Consider: - Will resources be reduced or reused? - Will you use recycled goods? - Will recycling facilities be increased?		
3 USE OF TRANSPORT	Positive Impact: The use of transport and/or of fossil fuel-based transport will be reduced Nil Impact: No extra transport will be necessary Negative Impact: CCC or others will need to travel more OR transport goods more often/ further	Nil	No	No	Consider: - Will you purchase an electric vehicle? - Will you specify the use of public transport? - How will you reduce the need to travel or transport		
4 SUSTAINABLE FOOD	Positive Impact: Food will be locally grown and/ or meat-free Nil Impact: No change in supply of food Negative Impact: Food will travel long distances and include meat	Nil	No	No	Consider: - Use of locally grown/ produced food - Reducing use of imported food - Reducing use of meat		
2. IMPACT ON RESILIENCE (ADAPTATION) TO THE EFFECTS OF CLIMATE CHANGE							
HOW WILL THIS PROJECT/PROPOSAL AFFECT THE FOLLOWING KEY AREAS:	WHAT IS THE IMPACT CONSIDERED TO BE? <i>See guidance in the purple box, below, to help you assess the degree of the negative and positive impacts e.g. High, Medium or Low</i>	CLIMATE CHANGE RATING: <i>Use drop down list</i>	WILL THE PROJECT HELP CAMBRIDGE CITY COUNCIL TO BE MORE RESILIENT TO THE IMPACTS OF CLIMATE CHANGE? <i>Use drop down list</i>	WILL THE PROJECT HELP CAMBRIDGE TO BE MORE RESILIENT TO THE IMPACTS OF CLIMATE CHANGE? <i>Use drop down list</i>	PLEASE DETAIL HERE THE ACTION THAT WILL BE TAKEN TO AVOID, MITIGATE OR COMPENSATE FOR THE NEGATIVE IMPACTS AND MAXIMISE POSITIVE IMPACTS?	HAS A NET ZERO CARBON OPTION BEEN CONSIDERED? PLEASE PROVIDE DETAILS.	
5 HEATWAVES	Positive Impact: Increased/ improved shade & natural ventilation Nil Impact: No impact on existing levels of shade & ventilation Negative Impact: Lack of or reduced shade (e.g. from trees or buildings) & natural ventilation	Nil	No	No	Consider: Building orientation and installing measures such as Brise Soleil to reduce heat gain and plant hydration methods.		
6 WATER AVAILABILITY	Positive Impact: Provision made for an enhancement of water efficiency measures to minimise the impact on water resource availability Nil Impact: Levels of water use will not be changed Negative Impact: Water use will increase and/or no provision made for water management = Negative Impact	Nil	No	No	Consider: Managing water use efficiently, installing measures to use less water such as low water use taps, planting drought resistant plants and using rainwater for irrigation.		
7 FLOODING	Positive Impact: Sustainable drainage measures incorporated, positive steps to reduce & manage flood risk Nil Impact: Levels of surface water run-off & flood risk are not affected Negative Impact: Levels of surface water run-off will increase, no management of flood risk	Nil	No	No	Consider: The installation of measures to reduce the speed and increase the absorption of rainwater e.g. green roofs, SuDS, permeable paving etc. and alternative arrangements (business continuity)		
8 HIGH WINDS / STORMS	Positive Impact: Exposure to higher wind speeds is being actively managed & reduced Nil Impact: No change to existing level of exposure to higher wind speeds Negative Impact: Exposure to higher wind speeds is increased or is not managed = Negative Impact	Nil	No	No	Consider: the need to install stabilisation measures and ensure robust structures resilient to high winds		
9 FOOD SECURITY	Positive Impact: Opportunities & resources for local food production are increased/ enhanced Nil Impact: No change to opportunities & resources for local food production Negative Impact: Opportunities & resources for local food production are reduced	Nil	No	No	Source food locally, and provide meat-free catering to reduce vulnerability to food shortages and reduce emissions from transport and farming of food		
10 BIODIVERSITY	Positive Impact: Biodiversity will be protected/ enhanced Nil Impact: Level of biodiversity will not change Negative Impact: Biodiversity will not decrease	Nil	No	No	Provide net gain mitigation if required and seek enhancement in projects of all types and scale		
<b>Weighing up the negative and positive impacts of your project, what is the overall rating you are assigning to your project?:</b>		Nil	<i>This overall rating is what you need to include in your report/ budget proposal, together with your explanation to be included in the red box below</i>				

**Guidance on Assessing the Degree of Negative and Positive Impacts:**  
*Note: Not all of the considerations/ criteria listed below will necessarily be relevant to your project*

Low Impact (L)	* No publicity * Relevant risks to the Council or community are Low or none * No impact on service or corporate performance * No capital assets; or capital assets with lifetime of less than 3 years
Medium Impact (M)	* Local publicity (good or bad) * Relevant risks to the Council or community are Medium * Affects delivery of corporate commitments * Affects service performance (e.g.: energy use; amount of waste; distance travelled) by more than 10% * Capital assets with a lifetime of more than 3 years
High Impact (H)	* National publicity (good or bad) * Relevant risks to the Council or community are Significant or High * Affects delivery of regulatory commitments * Affects corporate performance by more than 10% * Capital assets with a lifetime of more than 6 years

In the box below please summarise the projects impacts (the reasons for the ratings given in column E above) to explain how the overall rating for the project/ proposal has been derived (Cell E37). Please also highlight any negative impacts your project may have and how you plan to avoid, mitigate or compensate for these (as you will have detailed in column I above).

The project is to extend the city councils contract for services to operate Storey's Field Community Centre until 31.03.24 and then to hand over the contract to a new operator. There are city council employed posts and a TUPE transfer arrangement may apply when the council's contract ends. There is no change to the service contract specification during the extension period, and the council and University would have to be consulted by the Trust and approve any changes to the services specification to a new operator.  
There will therefore be a nil impact from both the contract extension and with the handover to a new operator if no specification changes are requested.

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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](mailto:equalities@cambridge.gov.uk) or phone 01223 457046.

Once you have drafted the EqIA please send this to [equalities@cambridge.gov.uk](mailto:equalities@cambridge.gov.uk) for checking. For advice on consulting on equality impacts, please contact Graham Saint, Strategy Officer, ([graham.saint@cambridge.gov.uk](mailto:graham.saint@cambridge.gov.uk) or 01223 457044).

<b>1. Title of strategy, policy, plan, project, contract or major change to your service</b>
Storeys Field Centre contact extension, new contract end and transfer of service date
<b>2. Webpage link to full details of the strategy, policy, plan, project, contract or major change to your service (if available)</b>
N/A
<b>3. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?</b>
Extension of Storeys Field Community Centre Services Contract and TUPE of staff to a new operator from 1 <sup>st</sup> April 2023
<b>4. Responsible service</b>
Community Services

<p><b>5. Who will be affected by this strategy, policy, plan, project, contract or major change to your service?</b></p> <p><b>(Please tick all that apply)</b></p>	<p><input checked="" type="checkbox"/> Residents  <input type="checkbox"/> Visitors  <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>There will be no impact on residents or visitors from this change of service, but 2 full time and 6 part time city council staff posts will transfer under a TUPE arrangement to a new operator appointed by Storey's Field Centre Trust, when the contract ends 31 March 2023 and the staff. TUPE protections will apply and support will be provided by management, HR and through the Employee Assistant Programme.</p>	
<p><b>6. What type of strategy, policy, plan, project, contract or major change to your service is this?</b></p>	<p><input type="checkbox"/> New  <input type="checkbox"/> Major change  <input checked="" type="checkbox"/> Minor change</p>
<p><b>7. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service? (Please tick)</b></p>	<p><input checked="" type="checkbox"/> Yes  <input type="checkbox"/> No</p>
<p>If 'Yes' please provide details below:</p> <p>Human Resources, legal, finance, Payroll</p>	
<p><b>8. Has the report on your strategy, policy, plan, project, contract or major change to your service gone to Committee? If so, which one?</b></p>	
<p>This EQIA accompanies a report about the service change that will go to Council on 19<sup>th</sup> January 2023.</p>	
<p><b>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?</b></p>	
<p>None, no service change is proposed, just an extension to a services contract and then transfer of the service to a new operator from 31.03.23 who will be appointed by Storeys Field Trust.</p>	



## 10. 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 - Please also consider any safeguarding issues for children and adults at risk

There will be no impact as Storey's Field Trust will be seeking to appoint a new service contract to the same services specification as the current contract with the council. Any changes to the services specification have to be approved by both the City Council and University.

### (b) Disability

There will be no impact as Storey's Field Trust will be seeking to appoint a new service contract to the same services specification as the current contract with the council. Any changes to the services specification have to be approved by both the City Council and University.

### (c) Gender reassignment

There will be no impact as Storey's Field Trust will be seeking to appoint a new service contract to the same services specification as the current contract with the council. Any changes to the services specification have to be approved by both the City Council and University.

### (d) Marriage and civil partnership

There will be no impact as Storey's Field Trust will be seeking to appoint a new service contract to the same services specification as the current contract with the council. Any changes to the services specification have to be approved by both the City Council and University.

### (e) Pregnancy and maternity

There will be no impact as Storey's Field Trust will be seeking to appoint a new service contract to the same services specification as the current contract with the council. Any changes to the services specification have to be approved by both the City Council and University.

**(f) Race – Note that the protected characteristic ‘race’ refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.**

There will be no impact as Storey’s Field Trust will be seeking to appoint a new service contract to the same services specification as the current contract with the council. Any changes to the services specification have to be approved by both the City Council and University.

**(g) Religion or belief**

There will be no impact as Storey’s Field Trust will be seeking to appoint a new service contract to the same services specification as the current contract with the council. Any changes to the services specification have to be approved by both the City Council and University.

**(h) Sex**

There will be no impact as Storey’s Field Trust will be seeking to appoint a new service contract to the same services specification as the current contract with the council. Any changes to the services specification have to be approved by both the City Council and University.

**(i) Sexual orientation**

There will be no impact as Storey’s Field Trust will be seeking to appoint a new service contract to the same services specification as the current contract with the council. Any changes to the services specification have to be approved by both the City Council and University.

**(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**
- **Groups who have more than one protected characteristic that taken together create overlapping and interdependent systems of discrimination or disadvantage. (Here you are being asked to consider intersectionality, and for more information see:**

**[https://media.ed.ac.uk/media/1\\_159kt25q](https://media.ed.ac.uk/media/1_159kt25q).**

There will be no impact as Storey’s Field Trust will be seeking to appoint a new service contract to the same services specification as the current contract with the council. Any changes to the services specification have to be approved by both the City Council and University.

**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.)**

No actions have been identified

**12. Do you have any additional comments?**

None

**13. Sign off**

Name and job title of lead officer for this equality impact assessment: Allison Conder  
Strategic Project Manager

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

Date of EqlA sign off: [Click here to enter text.](#)

Date of next review of the equalities impact assessment: NA

Date to be published on Cambridge City Council website: NA

**All EqlAs need to be sent to Helen Crowther, Equality and Anti-Poverty Officer at [helen.crowther@cambridge.gov.uk](mailto:helen.crowther@cambridge.gov.uk).**

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## PLANT-BASED CATERING OPTIONS FOR CIVIC EVENTS REPORT

**CAMBRIDGE**  
CITY COUNCIL

### **To:**

Councillor Alex Collis, Executive Councillor for Open Spaces, Food Justice and Community Development  
Environment and Community Scrutiny Committee 19/01/2023

### **Report by:**

Catherine Stewart, Climate Change Officer  
Tel: 01223 457086 Email: catherine.stewart@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**

The plant-based food motion passed at full Council in May 2022, required officers to:

- Explore a wide variety of catering options for civic events (including consideration of social enterprises) and bring a costed report of fully plant-based catering options for civic events to a future Environment and Community Scrutiny Committee.
- Investigate the practicalities of using civic events to promote and showcase plant-based food options, alongside displayed information about the climate benefits and relative cost of different protein/food sources

Following the motion, this report provides a detailed, costed assessment of fully plant-based catering options and part plant-based options which could be served at future civic events. As part of this, the report includes:

- A review of caterers who can provide fully plant-based catering to the City Council's civic events
- An assessment of the plant-based catering pilot at the Remembrance Sunday civic event

## 2. Recommendations

The Executive Councillor is recommended to approve the following:

- All future civic events will promote plant-based food by always providing some plant-based food options and plant-based milks as standard (where reasonably possible).
- Catering at Annual Full Council meeting in 2023 will consist of 50% plant-based options. This will increase to 75% plant-based in 2024, and 100% plant-based in 2025, providing that the majority of plant-based choices are consumed at events and that suppliers can fulfill this requirement and at the same cost as non-plant based foods.
- Catering at all other civic events in 2023 (apart from the Annual Full Council meeting) will consist of 25% plant-based options with the remaining 75% made up of vegetarian and meat and dairy options. This will increase to 50% plant-based options in 2024, 75% in 2025, and 100% in 2026, providing that the majority of plant-based choices are consumed at events and that suppliers can fulfill this requirement and at the same cost as non-plant based foods.
- The Council will no longer procure and serve beef and lamb at civic events due to their impact on greenhouse gas emissions and will reduce the amount of pork procured for civic events.
- The Council will endeavour to procure services from social enterprises for civic events, providing that they are available and can offer the services required.
- The Council will use the Plant-Based Foods Association definition of plant-based food: *foods made from plants that contain no animal derived ingredients.*

## 3. Background

The Council's Climate Change Strategy 2021-26 shares a vision for Cambridge to be net zero carbon by 2030. The Council's strategy sets out six key objectives for how we will address the causes and consequences of climate change, including *Promoting sustainable food* and *Reducing consumption of resources, reducing waste, and increasing recycling in Cambridge*.

The Council plays a community leadership role on climate change issues by taking action to reduce its own emissions and by reducing carbon emissions from procured goods and services, such as food. Through this community leadership role, the Council aims to promote sustainable food in Cambridge and reduce food waste as part of efforts to address climate change.

Food systems have a significant impact on global greenhouse gas emissions, with the livestock sector accounting for 14% of global greenhouse gas emissions (the same as the emissions from all transport combined including all cars, lorries, airplanes and ships) and 8-10% of emissions are related to food waste<sup>1</sup>. For context, if food waste were a country, it would be the third largest emitter, after the USA and China.

Research has found that beef and lamb generally have the biggest climate footprint of all food products in terms of greenhouse gas emissions per kg of product, whilst plant-based foods such as lentils and pulses tend to have the lowest footprint<sup>2</sup>.

The UK National Food Strategy has recommended that meat consumption should be reduced by 30% to help food security for future generations.

For the purposes of this report, and going forward, the Council will use the Plant-Based Foods Association definition when referring to plant-based foods: *foods made from plants that contain no animal derived ingredients*. This is more commonly known as vegan food.

### Plant-based food provision in Council venues

The Council is already serving plant-based food in a number of venues owned and/or controlled by the Council and sustainability is already a consideration in the vast majority of catering procured by Cambridge City Council. As a result of the plant-based food motion passed in May 2022, officers have taken steps to increase the provision of plant-based foods.

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<sup>1</sup> Energy Saving Trust 2022 (<https://energysavingtrust.org.uk/love-food-hate-waste>)

<sup>2</sup> Hannah Ritchie and Max Roser (2020), Environmental impacts of food production

For example, vegan and vegetarian caterers were already strongly encouraged to apply to procurement tenders run by the City Council Events team and since May, all outdoor events run by City Council events which involve catering have provided a plant-based option and this will continue in the future. The Cambridge Folk Festival was awarded an ‘Outstanding’ award at the Greener Festival Awards 2022, due to its sustainability credentials to reduce the greenhouse gas emissions it generates.

Similarly, the Community Services team had embedded sustainability requirements when seeking out a new caterer including a requirement for the food offer to contain a good mix of plant-based products and that focus must be given to reduce the volume of meat products sold.

Officers who organise events on city council open spaces undertake a review of the Council’s hire conditions on an annual basis and as a result of the plant-based food motion, will review clauses as appropriate to reflect the action points in the motion to increase plant-based provision at these events.

Plant-based catering quotations for civic events

Plant-based options are already provided on request at civic events. Officers explored a wide-variety of catering options by inviting 20 companies in total to quote for plant-based and non-plant based options for a civic event.

Given the timescales, 11 were invited to quote for the Remembrance Service (November 2022) as this was the next civic event scheduled in the calendar. From the 11 caterers that officers tried to engage with, 2 caterers declined the opportunity to provide a quote, 5 did not respond and 4 provided a quote:

**Remembrance Service quotations**

**Fully plant-based food quotations (vegan only):**

<b>Organisation</b>	<b>Food provided</b>	<b>Price</b>
Supplier 1	sandwiches/cakes	£17pp
Supplier 2	sandwiches/cakes	£24.95pp
Supplier 3		£8.50pp

**Part plant-based food quotations (vegan and non-vegan):**

<b>Organisation</b>	<b>Food provided</b>	<b>Price</b>
Supplier 4	sandwiches/cakes	£16pp
Supplier 3		£8.50pp



## Delivery & Serving

Social enterprise 1	Teas/coffee/service	£4.50pp
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## Additional quotations

Officers also reached out to 9 specific plant-based food suppliers for a quotation for future events. For the purposes of this research, officers requested a quote for an event of 50-100 people. Of these 9 contacted, 7 provided an approximate quotation, 1 required more detailed information and 1 did not respond.

## Fully plant-based food quotations (vegan only):

Organisation	Food provided	Price
Supplier 5	Buffet	£10 pp approximately
Supplier 6	Sandwiches	£7 pp approximately
Supplier 7	Buffet service	£11.50 - £13.50 pp approximately

## Part plant-based food quotations (vegan, vegetarian and non-vegan):

Organisation	Food provided	Price
Supplier 8	Main (tofish or battered veggie sausage), chips and a hot side (mushy peas, curry sauce or gravy)	£10 pp approximately
Supplier 9	Different falafel wraps (vegan) and a halloumi wrap	£7/£8 per wrap
Supplier 10	Sandwiches and cake	£13.50 pp approximately
Supplier 11	Hot and cold mezze or Hotbox consisting of spicy potatoes, garnished daal and a pitta pocket stuffed with vegan or vegetarian options	£11+VAT pp approximately

It is important to note that these quotations are only estimates and more accurate quotes can only be provided once all the details of an event are known. This is because quotes are very dependent on a number of variables including: type of event, number of people attending, number of choices provided, type of food required, length of service, type of venue, whether crockery and cutlery is provided or hired as an extra, supplier travel costs, minimum spend requirement.

To provide some context to the quotations, a number of these companies are food suppliers rather than a catering company. Generally, the higher quotes, for example from Supplier 1, Supplier 2 and Supplier 4 are from catering companies who provide the food, equipment and service. The lower costs, for example from Supplier 3, are from food suppliers who will solely supply and deliver food, they do not provide the equipment (such as crockery, napkins etc.) or personnel to serve food which would need to be purchased in addition.

Officers found that when suppliers issued quotations for civic events, there was usually no difference in cost between plant-based foods and non-plant based foods.

However, it is more challenging to provide a variety of options using natural plant-based products, rather than processed products.

Officers engaged with a social enterprise founded to help young women who are at risk of being unemployed due to lack of experience or confidence. The social enterprise employs young women to serve food and drink at events and functions, to help build their confidence, develop skills and give them work experience.

Officers were unable to find a social enterprise to quote for providing the catering.

### Plant-based catering pilot

To investigate the practicalities of using civic events to promote and showcase plant-based food options, officers piloted providing plant-based catering at the Remembrance Service civic event on Sunday 13<sup>th</sup> November 2022. The food provided (by Supplier 3) consisted of 50% plant-based food and 50% non-plant-based food. Social Enterprise 1 were hired to serve the food and drink at the event.

Officers chose to provide a 50/50 split firstly, to ensure that a good proportion of food served was plant-based and secondly, to explore the uptake of plant-based food compared to non-plant based food amongst (mainly) residents attending the event.

During the event, posters were displayed near to the food to raise awareness of why the Council was taking this approach and the climate benefits of eating more plant-based food and less meat and dairy (see Appendix 1).

### Results and evaluation of plant-based catering pilot

Approximately 80 people attended the Remembrance civic event and catering provided consisted of sandwiches, cakes and hot drinks for both plant-based and non-plant based options.

Those who attended the event were from range of ages: teenagers and young people, adults, and elderly people.

The approach used at the event of procuring a food supplier to provide food and a social enterprise to serve food, was very successful. The food provided was very fresh, good quality and visually appealing, and the social enterprise provided fantastic service during the event.

The overall financial cost of this approach was cheaper than using a traditional caterer who provides both the food and the staff to serve. Furthermore, employing a local social enterprise to serve the catering provides an opportunity for local young people to gain skills, confidence and work experience whilst also bringing benefits to the local economy too.

This approach does require additional officer time and resource to deliver successfully as officers are required to make arrangements with two organisations rather than just one.

However, there was extremely low uptake of plant-based food options: under 10% of people tried these options whilst the vegetarian options and meat/dairy options were all eaten.

The general feedback from attendees was that plant-based options should be available as a part of the buffet for those that would like this choice, but most people preferred the non-plant-based options. Some people felt under pressure to eat what they wouldn't usually choose.

Almost all of the plant-based food provided remained uneaten. The low uptake of the plant-based options resulted in an insufficient amount of food available at the event that people wanted to eat. Unfortunately the leftover plant-based food had to be disposed of, as the Council is required, by law, to throw away any perishable food that has been out at room temperature, after two hours. This resulted in significant food waste from the event.

## Recommendations

As a result of the above research and the results from the Remembrance Service civic event pilot, officers recommend, providing that plant-based food continues to be the same or similar price to other non-plant-based foods, all future civic events will promote and showcase plant-based food by always providing some plant-based food options and plant-based milks, plant-based foods will no longer need to be requested as a dietary requirement anymore.

However, the pilot suggested that members of the public in Cambridge (on this sample, at least) strongly prefer to have vegetarian and non-plant-based options to choose as well so officers recommended that these options continue to be available at civic events.

Therefore, officers recommend that catering at the Annual Full Council meeting should consist of 50% plant-based options in 2023, with a view to increasing the percentage of plant-based options to 75% in 2024, and 100% plant-based in 2025, providing that the majority of plant-based options are consumed at each Annual Full Council meeting and that suppliers can fulfill this requirement and at the same cost as non-plant based foods.

Catering at all other future civic events should consist of 25% plant-based options. It would be imprudent to provide a higher percentage than this at present as it would be likely to contribute to the national food waste issue, it could bring reputational risk to the Council by not providing the options that residents prefer, and procuring food options that are unlikely to be consumed would be a waste of Council budgets. Officers will continually review and evaluate the uptake of plant-based options after each event, with a view to increasing the percentage of plant-based options in increments year on year, providing that uptake increases and does not lead to food waste. If possible to: 50% plant-based in 2024, 75% in 2025, and 100% plant-based by 2026.

To further our commitment to sustainable food, the Council will reduce the amount of meat procured for all civic events, by no longer serving beef and lamb at civic events, as these animal products have the highest impact on greenhouse gas emissions. Furthermore, the Council will reduce the amount of pork available at civic events so that catering is predominately made up of chicken, fish and vegetarian options which are sustainably sourced, as well as some plant-based options, all of which have a much lower impact on greenhouse gas emissions.

Officers will also procure services for civic events from social enterprises, due to the societal benefit this brings, providing that social enterprises are available and can offer the services required.

## **4. Implications**

### **a) Financial Implications**

Funding to procure catering for civic events comes from the Corporate Strategy budget for delivering civic events. This research has found that plant-based options can be purchased for civic events at the same, or similar, price to other food options thus there are no financial implications to be aware of at this time.

### **b) Staffing Implications**

The Executive Assistant Officer to the Mayor coordinates the overall delivery of civic events, this includes liaising with and procuring catering services.

### **c) Equality and Poverty Implications**

An Equality Impact Assessment has been conducted on the recommendations within this report. The recommendations may have a potential positive impact for those with a weight-related disability due to the health benefits of following a diet with more vegetarian and plant-based options. There is also a potential positive impact for those following a certain religion due to the increased availability of vegetarian and plant-based options at civic events.

### **d) Net Zero Carbon, Climate Change and Environmental Implications**

The recommendations of this report will have a medium positive impact on climate change as they will reduce the amount of meat purchased and increase the amount of plant-based food purchased, thus reducing the Council's contribution to greenhouse gas emissions and helping to promote and normalise plant-based food.

### **e) Procurement Implications**

The recommendations have minimal impact on Council procurement.

### **f) Community Safety Implications**

The recommendations have low to no impact on Community safety.

## **5. Consultation and communication considerations**

The recommendations have been informed and developed by people's comments and choices at the Remembrance Service civic event which was attended by approximately 80 people from a range of ages.

The content of this report, and in particular the recommendations, will be communicated to residents through the media using a news release and made available on the council's website.

## **6. Background papers**

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

## 7. Appendices

### Appendix 1 – Poster displayed at civic event

# WE ARE SERVING PLANT-BASED FOOD



You may notice that the food at this year's Remembrance civic reception is slightly different... that's because we are serving some plant-based food as well as the usual food



### WHY ARE WE DOING THIS?

Our food choices have a big impact on climate change.

Purchasing and serving more plant-based food is just one of the ways the Council is reducing carbon emissions in Cambridge and addressing climate change.

### DID YOU KNOW?

Recent research recommends meat consumption should be reduced by 30% to **help food security for future generations**

In general **beef and lamb have the biggest climate footprint** while plant-based foods tend to have the smallest impact

Livestock accounts for **14% of global greenhouse gas emissions**, that's the same as all transport combined (including cars, lorries, planes and ships!)

## Appendix 2 – Equality Impact Assessment

<b>1. Title of strategy, policy, plan, project, contract or major change to your service</b>	
Plant-Based Catering Options for Civic Events Committee Report	
<b>2. Webpage link to full details of the strategy, policy, plan, project, contract or major change to your service (if available)</b>	
N/A	
<b>3. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?</b>	
To reduce the amount of meat provided and to slowly increase the amount of plant-based food provided, at civic events	
<b>4. Responsible service</b>	
Corporate Strategy	
<b>5. Who will be affected by this strategy, policy, plan, project, contract or major change to your service?</b>  (Please tick all that apply)	<input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Visitors <input checked="" type="checkbox"/> Staff
<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>People who attend Civic events. The key Civic events each year are Remembrance Service, Mayors Reception and the Annual full Council meeting. Additional events include events for twinned cities and one-off events if so required. From the events listed, this means a range of people could be affected by the recommendations in the Committee report, generally these would be residents, visitors (from twinned cities), Councillors and staff.</p>	



<b>6. What type of strategy, policy, plan, project, contract or major change to your service is this?</b>	<input checked="" type="checkbox"/> New <input type="checkbox"/> Major change <input type="checkbox"/> Minor change
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<b>7. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service? (Please tick)</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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If 'Yes' please provide details below:

<b>8. Has the report on your strategy, policy, plan, project, contract or major change to your service gone to Committee? If so, which one?</b>
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Committee Report will go to Environment & Community Committee in January 2023

<b>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?</b>
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Desk-based research using internet to research vegan and vegetarian diets

<b>10. Potential impacts</b>
<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>

<b>(a) Age - Please also consider any safeguarding issues for children and adults at risk</b>
---

No impact

**(b) Disability**

Potential positive health benefits for people with a weight related disability by following a diet with more vegetarian and plant-based options

**(c) Gender reassignment**

No impact

**(d) Marriage and civil partnership**

No impact

**(e) Pregnancy and maternity**

No impact

**(f) Race – Note that the protected characteristic ‘race’ refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.**

No impact

**(g) Religion or belief**

Positive impact for those who follow certain religions that eat less/no meat, due to increased vegetarian and plant-based options at civic events

**(h) Sex**

No impact

**(i) Sexual orientation**

No impact

**(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
- Groups who have more than one protected characteristic that taken together create overlapping and interdependent systems of discrimination or disadvantage. (Here you are being asked to consider intersectionality, and for more information see: [https://media.ed.ac.uk/media/1\\_159kt25q](https://media.ed.ac.uk/media/1_159kt25q)).

No impact

**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 EqIA accordingly.)**

Monitor impacts and review after each Civic event during the transitional period. If negative impacts are identified, the appropriate Corporate Strategy officers will review and agree how to resolve these

**12. Do you have any additional comments?**

N/A

### 13. Sign off

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

Catherine Stewart, Climate Change Officer

Names and job titles of other assessment team members and people consulted: Kate Yerbury, Equality and Anti-Poverty Officer

Date of EqIA sign off: 14 December 2022

Date of next review of the equalities impact assessment: Spring 2023

Date to be published on Cambridge City Council website: January 2023

## 8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact Catherine Stewart, Climate Change Officer, tel: 01223 457086, email: [catherine.stewart@cambridge.gov.uk](mailto:catherine.stewart@cambridge.gov.uk)

## Cambridge City Council

### Record of Executive Decision

#### Environmental Improvements Programme 2022-23

Decision of: Councillor Alex Collis, Executive Councillor for Open Spaces, Food Justice, and Community Development.

Reference: 23/URGENCY/E&C/01

Date of decision: 20/12/22

Date Published on website: 21/12/22

Decision Type: Non-Key

Matter for Decision: To approve the allocation of funding to new Environmental Improvements Programme (EIP) applications for 2022-23 following consideration by Area Committees.

Why the Decision had to be made (and any alternative options):

Following a further review of EIP during 2021-22 a further round of project applications was invited in Autumn 2022. Some 70 viable submissions were received and 8 nonviable, not all the viable projects were affordable within the capital funding available – so a mechanism for prioritisation was needed and officers gave an indicative guide on a red/amber/green scale. When EIP applications were last sought in 2019/20 (prior to the Covid pandemic) Area Committees were able to approve the local area programmes, since they met in person. With meetings now continuing to take place digitally that is no longer possible, with the decisions required to be taken by the appropriate Executive Councillor (Open Spaces, Food Justice, and Community Development). The views of all local ward councillors were sought through the Area Committees where they were asked to consider project submissions within their areas and asked to indicate area-based lists of priority projects for consideration by the Executive Councillor for approval decision, the Executive Councillor approved these priority projects.

The Executive Councillor's decision:

To approve for development and delivery the local area and strategic environmental improvement programme projects as listed in the **Appendix A** below.

Reason for the decision: As Area Committees are currently not meeting in person the Executive Councillor for Open Spaces, Food Justice, and Community

Development is needed to approve the local area and strategic allocation EIP project programmes.

Scrutiny Consideration: The Chair and Spokesperson of Environment and Community Scrutiny Committee were consulted prior to the action being authorised.

Report: The attached addended at Appendix A, identifies the prioritised projects within the Area and Strategic Environmental Improvement Programmes, these are to be developed subject to budgets, resource availability, the outcomes of local consultation, and any further processes and approvals required.

Conflict of interest: None.

Comments: The City Council has a budget of £170,000 (£100,000 for local area and £70,000 for strategic city-wide projects) for Environmental Improvements during 2022/23. Since not all areas had received sufficient project requests to fully utilise the available area funding, the Executive Councillor has redistributed any uncommitted funds to other parts of the city to enable the greatest number of improvements to be delivered.

## Appendix A

<b>Project Number</b>	<b>Scheme Title</b>	<b>Approved Value £</b>
N1 - 2023	Logan's Meadow noticeboard improvement	1,500
N2 - 2023	Jubilee Gardens establishing the space as a Green Asset - through the installation of additional benches.	3,500
N4 - 2023	Biodiversity and Social Interaction Improvements to Green End Road Park	5,000
N5 - 2023	Community Noticeboard Mayfield Area	1,500
N17 - 2023	Community Planting on Campkin Road	500
N18 - 2023	Community Planting in Minerva Way/Kings Hedges Rec	950
N19 - 2023	Making the most of small spaces in King's Hedges	800
N20 - 2023	Create a community haven on Green End Road, East Chesterton	5,000
N22 - 2023	Moving Forward – Arbury Court Community Garden Project.	3,000
N3 - 2023	Hazelwood Close - Seating installation	1,500
N21 - 2023	Benches - Scotland Rd Rec	1,500
N13 - 2023	Restore benches at the 'Cyclops' junction on Histon Road	2,000
<b>TOTAL NORTH AREA EIP</b>		<b>26,750</b>
WC6 - 2023	Display boards for the Ascension Burial Ground	2,500
WC14 - 2023	Planting to screen Lammas Land from traffic and reduce air pollution in the park	5,000
WC15 - 2023	Improve a bench in Newnham	2,000
WC17 - 2023	Improvements to shared use paths on Midsummer Common	3,000
WC2 - 2023	Biodiversity Improvements - Woodlark Rd, Hoadley Rd, Sherlock Rd & Eachard Rd	5,000
WC13 - 2023	Bins around Gough Way	1,000
WC16 - 2023	Christ's Pieces - Provision of places for unsightly bins improving environment	3,000
WC1 - 2023	Tree Protection at the end of Skaters Meadow Roadway	2,000
<b>TOTAL WEST CENTRAL AREA EIP</b>		<b>23,500</b>
S1 - 2023	Installation of drinking fountains - Hobsons Square, Trumpington	2,500
S2 - 2023	Safe Access and Entry to a LEAP	2,000
S3 - 2023	Reduce yearly Christmas tree cutting and disposal by installing lights in tree.	3,000
S4 - 2023	Information Board for Cherry Hinton Recreation Ground	2,000
<b>TOTAL SOUTH AREA EIP</b>		<b>9,500</b>

E15 - 2023	Making Rustat Road/Corrie Road cut through and green space safer	3,500
E16 - 2023	A memorial to a forgotten abolitionist	3,000
E18 - 2023	Two bench seats for Petersfield Green	2,200
E19 - 2023	Picnic benches on Romsey Rec	3,000
E21 - 2023	Community bench and biodiversity in Jack Warren Green	3,000
E22 - 2023	Wildflowers on the corner of Rawlyn Road/Stanesfield Road	1,000
E26 - 2023	Wildflower and/or bulbs along the outside of the Coleridge Rec fence planting	2,000
E2 - 2023	Gwydir Street Seating	3,000
E3 - 2023	Green the Streets	1,000
E12 - 2022	Biodiversity & Social Interaction Improvements, Maple Tree Area, St Matthews Str	3,000
E14 - 2023	Increase biodiversity in Headly Street and Eagle Street with planting.	3,000
E27 - 2023	A community garden on Peverel Road	3,500
<b>TOTAL EAST AREA EIP</b>		<b>31,200</b>
<b>Reserve</b>		
WC9 - 2023	Community Noticeboards in Newnham, Castle and Market to promote community Cohesion.	4,500
E4 - 2023	Improving Biodiversity - East Road Housing Area	5,000
<b>TOTAL RESERVE AREA EIP</b>		<b>9,500</b>

<b>TOTAL OVERALL AREA FUNDED EIP PROJECTS</b>	<b>100,450</b>
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### Strategic Schemes

Project Number	Scheme Title	Approved Value £
sN7- 2023	Improving Biodiversity on Carisbrooke Road's central greenspace	10,000
sN12 - 2023	Bee Balconies! Pollinator-friendly planting for flats	3,000
City 1	Citywide Community Engagement led Biodiversity and Habitat Improvement Projects	15,000
sE1 - 2023	St Matthew's Piece - Improving Biodiversity	10,000
sE13- 2023	Increase biodiversity and public wellbeing on Barnwell Road	5,000
sE24 - 2023	Create community gardens, increase biodiversity and beautify Tiverton Estate	10,000
sWC7 - 2023	Planting on existing pavement islands, Norwich Street	3,000
sE8 - 2023	Increasing biodiversity in our street (Sedgwick Street)	2,500
sE23 - 2023	Improve tree cover in Hobart Road	10,000

<b>TOTAL OVERALL STRATEGIC EIP PROJECTS</b>	<b>68,500</b>
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