

CSP Board Meeting – Minutes

Thursday 27 February 2020, 10.00-13.00 Swansley Room

South Cambs Hall, Cambourne, CB23 6EA

Present:

Ryan Stacey (RS) - Area Commander Cambridgeshire Fire and Rescue (CFRS) - Chairman
Cllr Anna Bradnam (AB): Elected Member, SCDC
Cllr Claire Daunton (CD): Elected Member, SCDC
Leigh Roberts (LR): Senior Research Analyst, Cambridgeshire Research Group
Harriet Ludford (HL) : Research Analyst, Cambridgeshire Research Group
Arianne Abouzar (AA) : Research Analyst, Cambridgeshire Research Group
Linda Gallagher (LG): Project Officer, SCDC (Minutes)
Paul Rogerson (PR): Inspector, Cambridgeshire Constabulary
Charlotte Homent (CH): Cambridgeshire County Council
Emma Hilson (EH): Sergeant, Cambridgeshire Constabulary
Mark Freeman (MF): Cambridge CVS
Ed Miller (EdM): Cambridgeshire Fire and Rescue (CFRS)
Liz Bissett (LB): Interim Director of Housing SCDC
Lewis Firman (LF): Probation Service
Taffie Chirowodza (TC): Public Health, Cambridgeshire County Council
Lesley McFarlane (LMc): Health & Wellbeing Development Officer SCDC

Apologies:

Susie Talbot - Public Health Commissioning Team Manager (Drugs & Alcohol/Sexual Health)
Lina Nieto - Elected Member, Cambridgeshire County Council
Elaine Matthews (EM): Strengthening Communities Manager, Cambridgeshire County Council
Kathryn Hawkes (KH): Programme Manager, SCDC
Emma Carter-Knight (EC-K): Operational Manager, Environmental Health, Licensing & Fraud, SCDC
Julia Cullum (JC): Cambridgeshire County Council, DV Partnership Manager
Clare Cook (for Jo Curphey): Bench CRC
Rob Hill (RH): Assistant Director, Community Safety (Peterborough and Cambridgeshire)
Alasdair Baker (ABa): Partnerships and Communities Officer, Office of the Police and Crime Commissioner
Jessica Bawden (JB): Director of External Affairs and Policy, Cambridgeshire and Peterborough Clinical Commissioning Group
Matt Staton / Lyn Hesse : Road Safety Education Team Leader, Cambridgeshire County Council
Jo Curphey (JC) – Dep Dir BeNCH
Matthew Ryder (MR): Probation Service

1	Welcome and Introductions
2	Election of Chair and Vice Chair Nominated- Ryan Stacey- All agreed Vice Chair- Cllr Claire Daunton suggested another member of the CSP board should be nominated as Vice Chair Action - RS to gather volunteer suggestions and to write to the County Council to request another Elected Member rep.
3	Minutes of the last meeting reviewed AGREED as accurate
4	Development work update & Transformation Topic Progress Data Report LR took the Board through the data report. Cllr CD asked if the Board felt there were too many meetings? PR agreed yes, but stated that most are necessary to ensure agencies stay connected and LR advised they were starting to use the new IT allowing skype meetings and emails to reduce travel. All felt in person was better to reduce IT issues and connectivity. Cllr AB felt the data in the report was good but that Cllrs would be better placed to identify vulnerable people in their parishes. LR responded that Cllrs would not be allowed to access sensitive data and would therefore not have all the necessary information. LB added that data protection is a consideration that must always be followed. The conversation moved on to community resilience / engagement. MF- Advised that Community-led surveys would be useful and that we could then cherry pick a community to work with on a toolkit. The figure of 8 diagram from the report was shown and LR explained how the 3 groups will feed into each other

going forward. PR advised all other CSP's work the same way. The PSG should use the board to unblock issues. All agreed this new process for sharing info. Cllr CD didn't feel there was enough info currently being shared with Cllrs after reading a few issues in the report that she was not aware of in her ward. PR advised the old Police panel meetings are now self-service and information was regularly updated and available online.

LR advised the Data research reports are published and the data is available online to assist parishes to understand their community's makeup.

Action: Include links in regular e-bulletins to members.

Data group

March will be the start of new-look PSG agenda. Meetings will be local to the area-based issue to ensure relevant attendance.

Action: Oct meeting- feedback from PSG group new process.

The data group will review data sources (see recommendations for data sharing).

They will focus on Emerging/ Preventing/ Sustaining as well as using professional judgment to spot issues.

Cllr CD asked where will issues be raised. LR explained that issues would be brought to the T&CG meetings and prioritised there.

The PSG is reactive and may spot issues, which can then be fed up to the TCG if necessary. Claire Gilbey (interim Chair of the PSG) will attend T&CG meetings.

Cllr CD asked at what point do elected members get involved- LR advised at quarterly reporting stages and at Board meetings.

RS advised that a key measure of success will be whether Members feel they are getting the info updates. If not, then adjustments can be made.

Cllr AB felt she didn't know about issues in her area that she read in the data report. LR responded that this is a new system and advised that Police crime data is publicly available. The data group won't update the board every time there is a minor change.

Next step - Toolkits creation and development. Meetings tbc.

Key Findings were that SCDC is a changing district with changing patterns. Online grooming is becoming more prevalent and another challenge is managing the impact of local authority budget cuts.

Strategic Assessment

Agreement- SA & DG report- ALL AGREED

Toolkits & Toolkit Group- PR

PR explained his proposed illegal encampment Toolkit.

The OPCC funding should be used in different areas to produce products & learnings (offer and ask, something practical) that can be shared across the entire County. Encampments are a circular issue, which require resources. Legislation is not changing and there are challenges regarding shrinking resources & financial cuts. Parish Council's need to increase their resilience to manage encampments incorporating Community Thinking. In terms of history: Travellers used to work for water /food seasonal work – now trespass is only way to survive because there is no longer exchange of land for work. This message is being fed back from the Gypsy Council and explains the modern position that Travellers find themselves in. The impact of another community arriving into an existing community has undesirable outcomes, including (from the existing parish) hysteria, racism and hate incidents and (from Travellers) perceived upturn in anti-social behaviour & crime.

There is a 'resilience deficiency' in communities. Most Traveller families have a traditional/ seasonal route that is known. Therefore, Police can predict where the families will be and when. The work exchange is no longer available, but the idea is to bring the adapted old model back into the modern world. Parish Councils (PC) are landowners - they currently have little or no training on how to deal with matters with no full-time members of staff. Many have no resilience plans. Duxford/ Milton have had significant events over the last few years that have disrupted the community. The Police want to create a charter for the Parish Councils to problem solve these circumstances. We have access to money & micro grants to give them to develop toolkits.

We are asking PCs to go from reactive to prepared, offering them a menu of support, whereby they must complete training to be able to access grants.

1. Mandatory Cohesion training, which immediately diffuses tension. Trials last year were successful.
2. The parish must have a plan for when travellers arrive - who does what/ who updates facebook/ who meets the travellers/ how to instigate legal proceedings. We (partners, led by police) will help create this plan.
3. Collaboration with partners- what can you expect from Police/County/District Council etc.

Then we will offer: a. micro grants b. paid legal training (1 day) including paperwork templates

Toolkit will offer advice on 'Must Do's' as well as what else could be done, e.g.

	<p>1. Set up Comms & reassurance comms for residents- facebook, free apps -'wasteland' (can be used; flood alerts also)</p> <p>2. Community contracts – agreed / shared commitments from Travellers (e.g. to behave in a given way) and the Community (e.g. who will then provide water/bin bags).</p> <p>Part of the information in the Toolkit will be around education regarding timings to evict a traveller depending on who owns the land. Eg. County land – 1 week /Parish land- 3 days.</p> <p>Removes misinformation that police are doing nothing when these incidents occur and keeps everyone educated about the time frames. They plan to hold Parish consultation at Milton & Duxford</p> <p>Conversation with members and communities This was covered above SLA Joint agreement between County – for information only. Any questions contact LR</p>
5	<p>Development work: progress update TOR Cllr AB queried the need for attendance of 2 Cllrs. Action- 7.2 – Change to 'at least one member' RS- raised his concern that there is a need to create a risk register & maintain it All AGREED ISA updated- Action- each Org to let LG know if changes to the signature page- This will cover PSG also, so across all levels. Circulate signature form- chase end March Membership Info only Action- all to please advise LG of amendments Delivery Groups There is a complex Matrix of delivery groups and we rely on those dealing with reoffending & drug and alcohol misuse to deliver the statutory responsibilities of the CSP. We need to make sure we have the right information flowing down to pick up issues in South Scams. KH to contact key personnel and invite to a future CSP. Logo New CSP logo was AGREED.</p>
6	<p>Operational Action Plan 2020-21 – update The Operational Plan will be updated throughout the course of the coming year and circulated with quarterly updates from the T&CG. Hoarding & funding- County Council are in the middle of setting up a project on Hoarding. We are waiting on the outcome of that investigation to assess what gaps are in the County investigation before SCDC move forward. County may suggest action which we can use the funding for. LG to identify the main contact for this work so we can get involved. Action- update at October CSP meeting Cllr CD- Asked for clarification regarding the toolkit transformation topic. PR explained the toolkit plan. The last time this was discussed was at the October CSP Board meeting, where the Transformation Plan was approved and signed off so that the CSP could invoice the PCC for their funding (which has now been done). The Toolkit Group has had its first meeting last month and is now working on the detail and determining what the other toolkit themes will be.</p>
7	<p>Budget 2020-21 Countywide funding arrangements Rob Hill (County) is working on agreement with statutory agencies to find a mechanism by which statutory partners can make a contribution to DHRs across the County. District Council will then be advised of the proposed plans which will include consistent preferred authors. The report is going to County April Board meeting. Budget AGREED</p>
8	<p>DHR & Community Trigger update 2 x DHR's in progress Feedback: Cllr AB- request page numbers and paragraphs numbers (actioned) MF- what he felt was missing was 'Community Social Prescribing' to find outlets for the couple to release the pressure when their mobility declined. Eg Men's shed/ social network distractions. The DHR Action plan was AGREED and will come back for review at the Oct CSP Board – by then the report should have been submitted for QA but given the 6 month delays at the Home office, may well not yet have been reviewed. Community Trigger None</p>

9	Next Steps, AOB & Close PR- Fund available safer streets fund through the OPCC. PR is the voice of the scheme. Funding around burglary.
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Actions Summary:

RS to gather Volunteer suggestions for Vice Chair and to write to the County Council to ask for a new rep to replace Cllr Nieto.	RS
Data reports - include links in regular e-bulletins to members of published Data Research reports	LR to LG
Oct meeting- feedback from PSG group new process	LR/ECK
TOR- change point 7.2 – Change to ‘at least one member’	KH/LG
ISA- each Org to advise LG if changes to the signature page- This will cover PSG also, so across all levels. Circulate signature form- chase end March	All
CSP Membership- All to advise LG if changes to the signature page- This will cover PSG also, so across all levels. Circulate signature form- chase end March	All
Hoarding funding- update at October CSP meeting regarding County investigation KH to contact Dan Pearce- Homeless Prevention Manager.	KH