

## SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

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**REPORT TO:** Leader's Portfolio Holder Meeting

15 July 2010

**AUTHOR/S:** Chief Executive / Corporate Manager (Community and Customer Services)

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### UPDATE ON COMMUNITY ENGAGEMENT ACTION PLAN

#### Purpose

1. To update the Leader on progress made with the Community Engagement Action Plan (6-month review).
2. To provide an opportunity for the Leader to highlight actions that require further development and consider the removal of actions that are complete or no longer appropriate.

This is not a key decision.

#### Recommendations and Reasons

3. The Leader is asked to:
  - (a) note the progress on the action plan and highlight actions that he believes require further development.
  - (b) consider the removal of actions that are complete or no longer appropriate.

#### Background

4. The Community Engagement Strategy and Action Plan was agreed by Cabinet on 2 July 2009. It was agreed that the Strategy be reviewed annually to ensure that it remains relevant and appropriate and that the Leader's Portfolio Holder Meeting monitor the Action Plan on a six-monthly basis.
5. The Leader's Portfolio Holder Meeting last considered the Action Plan on 14 January 2010.

#### Considerations

6. All of the actions within the plan have been updated and can be found at **Appendix A**. Where an action has not been updated this is due to relevant officers not being available to comment.
7. The actions (23 in total, having deleted 16 completed actions following the January 2010 update) have all been given a status based upon the update:
  - ✓ - action complete (8).
  - Ongoing – no deadline set, but work in progress (1).
  - In progress – action started, but incomplete (10).
  - Delayed – action not started, but deadline passed (1).
  - Reviewing need – re-considering the pros and cons of the action (1).
  - Not applicable or no longer appropriate (2).

8. It is suggested that a further 15 actions are removed from the action plan because they are: (a) a one-off activity that is complete, (b) complete and now embedded within service delivery, (c) no longer appropriate, (d) being monitored via a different Portfolio or Scrutiny.

### Options

9. No alternative options have been considered.

### Implications

10. Financial	The financial implications of delivering the Community Engagement Strategy and Action Plan are included within Service Plans. Where actions require additional funding it has been stated that they will only occur if funds are identified.
Legal	The Duty to Involve was in force from 1 April 2009.
Staffing	The development and monitoring of the Community Engagement Strategy sits with the Community and Customer Services corporate area, specifically within the Partnerships Team.
Risk Management	Not developing and implementing a Community Engagement Strategy means that the council is at risk of not fulfilling the duty to involve. Regular monitoring of the action plan by the Leader's Portfolio meeting will reduce the risk.
Equal Opportunities	Community engagement encourages equality by providing the means for all residents to participate in decisions about the services that are being developed and provided for them. An Equalities Impact Assessment has been completed and is on the Council's website <a href="http://www.scambs.gov.uk/CouncilAndDemocracy/Equality/equalityimpactassessments.htm">http://www.scambs.gov.uk/CouncilAndDemocracy/Equality/equalityimpactassessments.htm</a> An Initial Assessment found no adverse impacts.
Climate Change	None. Actions relating to climate change are recorded as "existing engagement activity" in the original action plan.

### Consultations

11. The lead officers or their managers were all asked for a progress update.

### Effect on Strategic Aims

12. The Community Engagement Strategy and Action Plan assists the Council to achieve all of its strategic aims, specifically being a listening council, providing first class services accessible to all.

### Conclusions / Summary

13. The actions associated with the Community Engagement Strategy are progressing well, with the majority now complete and where applicable embedded within service delivery.

**Background Papers:** the following background papers were used in the preparation of this report: Community Engagement Strategy and Action Plan

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