

Communities and Partnerships end of the year report 2022 to 2023

Performance measure	Link to Corporate Plan priority	Target and reporting timescale	Baseline/output from 2021 to 2022	Owner and co-owners	Outcome or output 2022 to 2023
Delivery of one Parish Council conference by end of March 2023	Social and community infrastructure	By 31 March 2023, annually	Parish conference took place in March 2020.	Communities and Partnerships Support Officer COVID-19 Recovery Coordinator Communities and Partnerships Manager	Parish Council conference took place in May 2022 on topic of climate change. 14 parish councils attended.
Support multi-agency engagement networks, platforms and partnerships including the Parish and Community Forum and Virtual Wellbeing Team	Social and community infrastructure	As required, annually	New performance measure.	Communities and Partnerships Manager Communities and Partnerships Support Officer Neighbourhood and Community Safety Team Leader COVID-19 Recovery Coordinator	Team are members of the Parish and Community Forum and the East Cambs Health and Wellbeing Team. Multi-agency engagement activities participated in including outreach youth engagement work and Appreciative Enquiry engagement.
Gather information to inform a review of the Council's Community Engagement Strategy by March 2023	Social and community infrastructure	By 31 March 2023, annually	Community Engagement Toolkit developed.	Communities and Partnerships Support Officer COVID-19 Recovery Coordinator Communities and Partnerships Manager	Information has been gathered that includes details of who the Council engages with and how. This information will be used to inform a review of the Council's Community Engagement Strategy during April 2023 and March 2024.
Promotion of Explore East Cambs website and brand	Social and community infrastructure Cleaner, greener East Cambridgeshire	As required, annually	New East Cambridgeshire visitor brand and website developed.	Communities and Partnerships Manager Communities and Partnerships Support Officer	Establishments featured on Explore East Cambs reviewed and website updated. Christmas promotional campaign delivered. Seasonal webpages added to promote specific seasonal activity.

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Carry out a review of ECDC owned visitor signage around the district	Social and community infrastructure Cleaner, greener East Cambridgeshire	As required, annually	New performance measure.	Communities and Partnerships Support Officer Communities and Partnerships Manager	A mapping exercise of existing ECDC owned visitor signboards has been completed. The information gathered will be used to identify improvement works to be carried out to ECDC owned visitor signboards by 31 March 2024.
Delivery of East Cambs Youth Strategy and Year 2 of the Youth Action Plan by March 2023	Social and community infrastructure	By 31 March 2023, annually	Consultation with young people and partners complete.	Communities and Partnerships Support Officer Communities and Partnerships Manager	Year 2 of the Youth Action Plan delivered within timescales. Youth Action Plan updated in response to consultation findings.
Support local COVID-19 recovery efforts including: <ul style="list-style-type: none"> ensure initiatives are in place to support the work of community organisations such as promoting relevant grants and funding streams and keeping in regular contact with the leaders of local community groups ensure residents have access to up-to-date information regarding COVID-19, by keeping the Council's COVID-19 community webpages up-to-date and, using a range of media platforms, circulating communications informed by current data or national guidance proactive engagement with communities to understand their needs by, for example, staying in regular contact with Parish Councils and local community groups support the implementation of local pop-up vaccination clinics 	Social and community infrastructure	As required, annually	New performance measure.	COVID-19 Recovery Coordinator	Community groups assisted in finding alternatives to the local support grants. Contact maintained with Parish Councils/community groups to ensure contact details are up-to-date and any needs are understood. COVID-19 Recovery Officer supported the organising of 38 pop-up vaccination clinics. Community engagement and vaccine hesitancy work carried out and webpages maintained. Exit survey training completed by COVID-19 Recovery Officer and carrying this out at vaccination clinics which helped in identifying trends and barriers to vaccinations.

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Support the development and delivery of multi-agency initiatives and projects to address community needs, including contributing to multi-agency workstreams addressing local transport issues and making best use of community assets, including the delivery of a Transport Summit	Social and community infrastructure	As required, annually	New performance measure.	Communities and Partnerships Manager COVID-19 Recovery Coordinator Stephanie Jones-Communities and Partnerships Support Officer Neighbourhood and Community Safety Team Leader	Transport Summit delivered in May 2022. Officers within team completed Appreciative Enquiry training and worked alongside CCC Think Communities team putting training into practice. COVID-19 Recovery Coordinator used this training when carrying out vaccine hesitancy work, to encourage richer conversations and identify key themes. Communities and Partnerships Support Officer used this training when discussing youth website themes with young people at careers fair resulting in more open conversations and feedback.
Gather information to inform a review of the Council's Vulnerable Community Strategy by March 2023	Social and community infrastructure	By 31 March 2023, annually	New performance measure.	COVID-19 Recovery Coordinator Communities and Partnerships Support Officer Communities and Partnerships Manager	Information gathered to inform review of Vulnerable Community Strategy.
Ensure that all Assets of Community Value nominations (ACVs) are processed in accordance with the statutory obligations under the Localism Act and that a decision is made within 8 weeks of receipt of application	Social and community infrastructure	100%, annually	4 nominations received. All nominations dealt with within required timescales.	Communities and Partnerships Support Officer Communities and Partnerships Manager	4 Assets of Community Value nominations were received by the Council and all were processed within the required timescales. The Assets of Community Value nominations processed are set out as follows: <ul style="list-style-type: none"> Wicken Jubilee Village Hall ref 40 – nomination accepted Maids Head Wicken ref 41 – nomination refused Kings Head, Wilburton ref 42 – nomination refused Kings Head Wilburton ref 43 – nomination refused Internal audit completed an audit of Assets of Community Value nominations. All recommendations arising from the audit were implemented within the agreed timescales.
Manage Service Level Agreements between the Council and 2 community and voluntary organisations during 2022 to 2023	Social and community infrastructure	100%, annually	Service Level Agreements with three organisations in place. Service monitoring and support ongoing. Internal Audit review of SLAs carried out which scored a substantial rating.	Communities and Partnerships Manager	SLAs in place and monitored in accordance with SLA requirements.

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Management of Section 106, Community Fund and Facilities Improvement Grant schemes	Sound financial management	100%, annually	4 Community Fund grants awarded. 4 Section 106 grants awarded. 2 Facilities Improvement Grants awarded. Variety of funding enquiries answered. Internal Audit review of Community Fund grants carried out which scored a substantial rating.	Communities and Partnerships Support Officer Communities and Partnerships Manager	ECDC community grants promoted at the Parish Council Conference. Grant enquiries answered and assistance given to Parish Councils and community groups regarding potential applications. Community Fund application windows: <ul style="list-style-type: none"> Window 1 - 19 August until 30 September 2022; 12 eligible applications received, 7 scored; 5 successful Window 2 – 16 January to 27 February 2023, 11 eligible applications received and being scored at the time of publication as of 6th March 2023 1 Section 106 grant awarded to Haddenham Parish Council Ovens Rise. 2 Facilities Improvement Grants approved: <ul style="list-style-type: none"> £10,000 to Haddenham Parish Council Ovens Rise £8,000 to Littleport Parish Council for the Youth Centre interactive wall Proactive promotion of funding opportunities (including events and funding streams) to community organisations and Parish Councils.
Obtain a comprehensive picture of community safety matters across the district	Social and community infrastructure	As required, annually	Engagement Plan developed. Community forums and events have taken place.	Neighbourhood and Community Safety Team Leader	Proactive engagement with parish councils, communities and partners, youth engagement, theme-specific task and finish groups, information obtained through Community Safety Partnership (CSP) strategic assessment, incidents logged and recorded, proactive patrols and community forums.
Support the development, implementation and monitoring of the Community Safety Partnership Action Plan	Social and community infrastructure	100%, annually	New performance measure.	Neighbourhood and Community Safety Team Leader	Community Safety Partnership Action Plan developed, implemented and monitored. Achievements include: <ul style="list-style-type: none"> Cyberbullying toolkit developed and shared 3 court experiences events have taken place Safer Street business packs developed and distributed to local businesses Drink Spiking campaign promotional materials produced including beer mats containing QR code directing people to ECDC community safety webpages for information on drink safety, posters, and information booklets distributed to local drinking establishments Quarterly CSP newsletters produced and distributed to Neighbourhood Watch, parish councils and live on ECDC community safety webpages CSP promotional posters created with QR codes directing people to CSP community safety webpages Eyes & Ears training provided to Parish Councillors, Neighbourhood Watch parish clerks and CCC CSP Twitter account launched and active Shop Watch set up via WhatsApp in Ely city centre

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Manage the agenda for Community Safety Partnership meetings (in consultation with the CSP Chair)	Social and community infrastructure	100%, annually	New performance measure.	Neighbourhood and Community Safety Team Leader	CSP agenda managed effectively in consultation with CSP Chair.
Produce and promote a cyber-bullying toolkit to be used as a signposting resource	Social and community infrastructure	100%, annually	New performance measure.	Neighbourhood and Community Safety Team Leader	Cyberbullying toolkit developed and live on ECDC website. Toolkit sent to schools for them to promote. Cyberbullying toolkit has been shared with schools in line with anti-bullying week.
Assist in the commissioning of an annual Strategic Assessment of Crime and Disorder for the district	Social and community infrastructure	100%, annually	New performance measure.	Neighbourhood and Community Safety Team Leader	Information provided to inform the CSP's Strategic Assessment.
Identify preventative measures and best practice from other areas and work in partnership with other CSP areas to effectively address cross border issues	Social and community infrastructure	100%, annually	New performance measure.	Neighbourhood and Community Safety Team Leader	<p>Cambridge City CSP produced the County Lines package for young people and adults. Officers in team now trained and can and have delivered this topic, also trained other professionals to be able to deliver the package. Team have worked with other CSPs to assist Cambridge City Council develop a younger friendly version of County Lines video aimed at years 5 and 6.</p> <p>Officers have worked with South Cambs CSP to help them to develop and enhance their Problem-Solving Group. Also working on discussing safeguarding measures and how referrals are brought into their Problem-Solving Group.</p> <p>Eyes and Ears booklet has been shared with other CSP areas and training has been provided to CSP colleagues in other districts so that they are able to deliver the training within their districts.</p> <p>The Little Eyes and Ears training package for schools is now live on the Healthy Schools website where schools across Cambridgeshire can access the packages. ECDC officers have contacted all schools in East Cambs to make them aware that this training is available and directed them to the Healthy Schools website.</p> <p>Court experience events discussed with other CSPs for them to consider using this awareness raising, preventative initiative.</p> <p>Cyberbullying toolkit shared with other CSPs for them to use and promote in their districts.</p> <p>Meetings have taken place with Office of Police and Crime Commissioner funded counterparts to discuss and share ideas in relation to projects and best practice.</p> <p>Regular communications with other CSP areas and police to discuss reactive ASB issues.</p> <p>Officers have liaised with Fenland CSP in relation to Operation Luscombe which is focused on begging, street drinking and associated ASB directly linked to this issue. Following liaison, an options appraisal</p>

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					has been developed that outlines potential options available to address such matters should they become an issue in the future.
Provide safety related training and information to parish councils and communities	Social and community infrastructure	As required, annually	New performance measure.	Neighbourhood and Community Safety Team Leader	Eyes and Ears training provided to Parish Councillors, Neighbourhood Watch, parish clerks and CCC. Hate crime/incident training took place online in November 2022 for CSP partners and parish councils. There were 13 attendees. Officers have attended 7 parish council meetings and provided information about the CSP, resources and funding opportunities.
Continue to encourage parish councils and other relevant organisations to apply for accreditations such as Cambridgeshire and Peterborough Against Scams Partnership	Social and community infrastructure	As required, annually	New performance measure.	Neighbourhood and Community Safety Team Leader	All parish councils emailed and encouraged to sign up as a CAPASP supporter in November 2022. 8 parish councils have signed up to CAPASP but unable to determine when they signed up. CAPASP promoted on CSP Twitter as part of international fraud awareness week.
Develop community safety Ward Member booklet	Social and community infrastructure	As identified, annually	New performance measure.	Neighbourhood and Community Safety Team Leader	Contents of community safety ward member booklet developed.
Keep the local community informed of local community safety work going on in response to local issues through the production of a quarterly CSP newsletter and assess the feasibility of the CSP social media platform	Social and community infrastructure	As required, annually	New performance measure.	Neighbourhood and Community Safety Team Leader	Quarterly CSP newsletter issued. CSP Twitter account launched and used to keep local community informed of ongoing community safety work. CSP promotional materials produced and distributed. Community safety webpages on ECDC website frequently updated. Community safety related information proactively shared with schools, parish councils and partners.
Continue the development and promotion of the Eyes and Ears programme including training to schools, voluntary and community sector organisations and parish councils	Social and community infrastructure	As identified, annually	New performance measure.	Neighbourhood and Community Safety Team Leader	PHSE approved Little Eyes and Ears training packages available for schools to access via the Healthy Schools website. All East Cambs schools have been emailed with this information. Eyes and Ears training provided to Parish Councillors, Neighbourhood Watch parish clerks and CCC.

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Continue to encourage all parish councils to sign up as third party hate incident/crime reporting centres and support them in doing so	Social and community infrastructure	As identified, annually	2 centres set up.	Neighbourhood and Community Safety Team Leader	Hate crime training delivered in November 2022 for CSP partners and Parish Councils. 13 attendees attended. 2 new parish councils signed up as hate crime reporting centres.
Support the continued professional development of the team to ensure that they are meeting personal and professional career development opportunities	Sound financial management	As required, annually	Relevant training completed by team	Communities and Partnerships Manager All officers	Examples of training completed by officers in the team in 2022 to 2023 include: <ul style="list-style-type: none"> - Prince 2 Foundation - Appreciative Enquiry training - Bomb threat training - Gypsy, Roma and Traveller Cultural Awareness Training - Domestic Homicide Review training - PREVENT training - Risk management training - Hate Crime training - Equalities and Diversity training - Data protection training - Anti-Social Behaviour training - Safety in Water training - Use of Body-worn Camera training - Youth services – sharing practice among local authorities - Introduction to Mental Health (Youth focus) - Mental Health First Aid
Appraisals undertaken by 31 March 2023	Sound financial management	100%, annually	100%	Communities and Partnerships Manager	On track to meet deadline as of 6 March 2023.
Regularly review higher level corporate risks, including: <ul style="list-style-type: none"> • Assets of Community Value applications not managed in accordance with Localism Act Statutory obligations • mooring enforcement not compliant with the Council's contract law enforcement processes 	Sound financial management	Minimum annually, annually		Communities and Partnerships Manager	Risks reviewed. Risk management training completed by relevant team members.

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<ul style="list-style-type: none"> grants and agreements not managed in accordance with procedures failure to adhere to community safety related statutory duties 					
<p>Ensure that Ely Country Park continues to serve as a destination for the entire district and beyond by:</p> <ul style="list-style-type: none"> providing toilets provision during the summer months gathering feedback from site users to inform future plans 	<p>Social and community infrastructure</p> <p>Cleaner, greener East Cambridgeshire</p>	As identified, annually	<p>Toilet provision provided during summer 2019. Consultation to inform future priorities carried out and ongoing. List of external funding sources compiled. Engagement with and guidance provided to local groups regarding the feasibility of proposed ventures.</p>	<p>Communities and Partnerships Support Officer</p> <p>Communities and Partnerships Manager</p>	<p>Toilets place during summer 2022. On-site consultation ongoing throughout year. Country Park page on ECDC website updated with online form for comments.</p>
<p>Submit Green Flag accreditation applications for Jubilee Gardens and Ely Country Park by 31 January 2023 in partnership with ECDC Parks and Open Spaces team</p>	<p>Social and community infrastructure</p> <p>Cleaner, greener East Cambridgeshire</p>	By 31 January 2023, annually	Accreditation application submitted in January 2020.	<p>Communities and Partnerships Support Officer</p> <p>Communities and Partnerships Manager</p>	Accreditation documentation submitted by 31 January 2023.
<p>Conduct a mapping exercise of the district's play and informal open space</p>	<p>Social and community infrastructure</p> <p>Cleaner, greener East Cambridgeshire</p>	As identified, annually	New performance measure.	<p>Communities and Partnerships Support Officer</p> <p>COVID-19 Recovery Coordinator</p> <p>Communities and Partnerships Manager</p>	Following initial planning, it was decided that this will now form part of a wider piece of work which will be led by the Strategic Planning team.
<p>Enforce the Council's mooring management scheme at Ely Riverside ensuring that all timescales and procedures are adhered to during 2022 to 2023</p>	<p>Social and community infrastructure</p> <p>Cleaner, greener East Cambridgeshire</p>	As identified, annually	45 tickets issued and processed. 100% of enforcement timescales and procedures adhered to.	<p>Ely Riverside Officers</p> <p>Communities and Partnerships Support Officer</p>	<p>75 tickets issued and processed as of 6 March 2023. . 100% of enforcement timescales and procedures adhered to.</p>

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Conduct inspections of Ely Riverside as part of daily monitoring patrols and log and report any issues identified to the relevant ECDC service or agency	Social and community infrastructure Cleaner, greener East Cambridgeshire	As identified, annually	New performance measure.	Ely Riverside Officers	Patrols conducted, issues logged, reported and actioned.
To contribute to the implementation of the Council's Climate and Environment Action Plan	Cleaner, greener East Cambridgeshire	As required, annually	New performance measure.	Cross-council activity	Communities and Partnerships Support Officer assisted Strategic Planning