

Priority Area: Social Inclusion and Inequality

Lead Partner:
Cambridge Primary Care
Trust

Action 1

Identify how the LSP can make a difference in addressing social inclusion and inequalities in the City, building on the Director of Public Health's report and updated Mapping Poverty information

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
Production of Director of Public Health's Annual Report – which will explore social inclusion and links with the health of local people, as well as make recommendations for local action	Report produced and distributed		July 2004	Dorothy Gregson Director of Public Health, Cambridge City PCT
Production of Mapping Poverty report showing the geographical distribution of households claiming benefits in the City	Report circulated widely within the community and to LSP partners.		July 2004	Graham Saint City Council Strategy and Partnerships
Presentation of key findings from each of the reports to the LSP Board	Board is made aware of the intensity and extent of social inclusion and poverty in the City and possible interventions that can be carried out	Workshop or presentation session held to inform Board	Date for Workshop agreed at July 2004 Board meeting	As above
Preparation of a draft 10 year Social Inclusion Action Plan for Cambridge. Action Plan to be based on evidence of need and best practice identified (1) in DPH Report (2) Mapping Poverty Report (3) LSP priorities and (4) priorities identified by key stakeholder and community groups. This Action Plan to be developed in conjunction with the Investing in Communities Programme	Actions identified and agreed for incorporation in plan Funding secured from first phase Investing in Communities bid to resource key stakeholder and community involvement in drafting 10 year Social Inclusion Action Plan for Cambridge City Key stakeholders have contributed to the development of the Action Plan	LSP Board to agree Social Inclusion Action Plan	April 2005	Dorothy Gregson/ Sue Smith Cambridge City PCT supported by LSP partners in City Council and County Council
Final 10 year Social Inclusion Action Plan agreed	Action Plan is endorsed by the LSP Board and forms the basis of further proposals to the Investing in Communities Programme		To be determined	Dorothy Gregson/ Sue Smith Cambridge City PCT
Detailed planning of interventions to promote social inclusion, tackle inequalities and build community capacity	Intervention project plans are agreed and funding and leadership of each are in place Performance indicators, targets and appropriate quantitative and qualitative evaluation methodologies are agreed		To be determined	Dorothy Gregson/ Sue Smith Cambridge City PCT

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Action 2

Submit a bid to the Investing in Communities Programme to support social inclusion work in the City

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
Development of an initial proposal to the 'Investing in Communities Programme' for resources to help frame a project that will tackle social inclusion and inequalities in the City and to fund the Greater Cambridge Workforce Pilot and other suitable emerging projects	Board members aware of the content of the proposal and have the opportunity to guide its development	Initial proposal submitted to Investing in Communities Programme	Further proposals submitted to Investing in Communities Programme as appropriate	Progress reports provided to Board meetings as appropriate
Submission of further proposals to fund implementation of the initiatives revealed by the social inclusion research		Board to "sign off" proposals in advance of submission	January 2005	As above
Implementation of bids, monitoring and evaluation.				Over a 10 year period

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Action 3

Support and monitor the development of the Statutory and Voluntary Sector Compact

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
Presentation to Board about the background, aims and status of the Compact and the extent of joint working in the City	The Board is aware of recent research into the capacity of voluntary and community sector in the City and the status of the Compact	Partners sign-up to Compact		By September 04
Partners agree to each sign-up to the Compact to the values and principles espoused in the Compact to support joint working with the community and voluntary sectors in the City	Partners sign-up to Compact	Cambridge City Council and the City Primary Care trust have adopted a Compact text agreed with voluntary groups via the Cambridge Council for Voluntary Service. Adoption by Cambs County Council and Addenbrooke's Hospital is underway.	By 31 March 04	Lorna Davies
iiMonitoring reports about the Compact and the effectiveness of community and voluntary services are provided on an annual basis	Monitoring report is provided and partners give views on the status of the Compact	A joint Forum will be set up following adoption by voluntary groups – this may take some months. Forum's first year action plan is already agreed.	Compact Forum will report annually but (see above) it will not start work until finally formed during spring/ summer 04.	Annually

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Action 4

Organise a conference on tackling debt and extending access to banking services with a view to identifying areas where the LSP can make a difference

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
Key stakeholders with an interest in tackling debt to meet to discuss additional contributions that can be made and the actions that can be usefully co-ordinated through the LSP	Consensus amongst key stakeholders is achieved on additional actions that could be applicable to the City situation	Stakeholder group meets to discuss issue	July 2004	Ken Hay
Provision of a context paper showing the extent of the problem of debt in the City, opportunities to take action, including links to the Investing in Communities Programme, and an outline of the added value the LSP can bring to the work of the Community Legal Service Partnership in reducing debt in the community	LSP Board is aware of the extent of the problem of debt in the City and possible actions	Nominated organisations from Stakeholder Group produce a paper	September 2004	Ken Hay

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Action 5

Organise a conference on tackling debt and extending access to banking services with a view to identifying areas where the LSP can make a difference

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
Process set up to establish a County-wide plan, to include proposals to strengthen infrastructure support for voluntary and community sector organisations in the City	The process is robust and fit for purpose	A paper on the process and progress of the County-wide plan is circulated to LSP members for information	June 2004	Lorna Davies
Provision of views to the County Consortium about local needs, gaps in existing provision and possible duplication of provision	LSP partner views taken into account in preparing a plan		Invitation to LSP partners to contribute views	
Proposals for strengthening infrastructure capacity prepared and appropriate bids submitted	County plan includes proposals for City		Completion of mapping report and proposals	July 2004
Preparation of presentation on research work assessing the current capacity of voluntary sector organisations in the City and development of Forward Plan for strengthening the capacity of voluntary and community organisations in the City	Plan reflects needs in the City and can deliver improvements	Key stakeholders contribute to and endorse plan	September 2004	Lorna Davies CCVS

Priority Area: New Communities and Sustainable Facilities

Lead Partner:
Cambridge City Council

Action 6

To work with South Cambridgeshire LSP to develop community based facilities in the new settlements around the edge of the City

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
The LSP to consider support for actions emerging from conference on the community dimension to sustainable development held in March 2004. Event sponsored by the Sustainable Communities City Task Group of the Infrastructure Partnership	The Board is aware of the outcomes of the conference and the role it might play taking relevant actions forwards.		Workshop or presentation provided	
Joint meeting between Cambridge and South Cambridgeshire LSP is held to agree an approach to the provision of community facilities in urban extensions	Meeting held and a joint approach agreed			Summer 2004

Priority Area: New Communities and Sustainable Facilities

Lead Partner:
Cambridge City Council

Action 7

All partners to agree to support the sustainable development guidelines shown in the Cambridge Local Plan (2003)

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
Review guidelines with stakeholders	Stakeholder workshop held	Use of guidelines in development control	June/July 2004	City Council Environment and Planning Brian Human/ Sally Pidgeon/ Dave Roberts LSP partners
Guidelines embedded in Local Plan	Part of adopted Local Plan	In deposit draft Local Plan Considered at inquiry	Sept. 2004 May 2005	As above
LSP partners to use guidelines as appropriate	Partners to use guidelines		Sept. 04	As above
Look at the use of the guidelines by stakeholders	Assessment of how guidelines are used		June 2005	As above

Priority Area: New Communities and Sustainable Facilities

Lead Partner:
Cambridge City Council

Action 8

All partners to agree to support opportunities for environmentally friendly and energy efficient development and the provision of high quality open spaces

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
Development Plan documents for all urban extensions comply with requirements for environmental friendly development	Principles and clear action included in each Development Plan document	Principles debated through consultation on the Development Plan documents	2004/5	City Council Environment and Planning Brian Human
Adoption of revised open space standards and strategy	Board consulted about its views on standard and gives endorsement. City Council applies agreed standards to new developments	Adoption of new standards and strategy for consultation by City Council by April 27, 2007	Ongoing application of standards.	City Council Environment and Planning Elizabeth Rolph
Partners agree to support requirements for environmentally friendly development and new open space standards as appropriate			Over a 10 year period	LSP partners
The extent of support by LSP partners is reviewed				City Council Environment and Planning Brian Human

Priority Area: New Communities and Sustainable Facilities

Lead Partner:
Cambridge City Council

Action 9

All partners to agree to support opportunities for environmentally friendly and energy efficient development and the provision of high quality open spaces

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
Current non-member LSP Partners to join the Cambridgeshire Travel for Work Partnership.	Target Outcome: All LSP Partners to join Travel for Work Partnership by April 2005. Indicator: Active membership and participation in the Travel for Work Network	Senior management support for joining the Travel for Work Network by the end of 2004	All LSP Partners to join Travel for Work Partnership by April 2005	LSP Partners' Travel Plan Co-ordinators supported by Environment Officer (TravelWise) / Travel for Work Development Manager

Priority Area: Travel Plans

Lead Partner:
Cambridgeshire
County Council

Action 10

All LSP partners to adopt travel plans within their organisations within the lifespan of the strategy

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
LSP Partners with travel plans to review and update current travel plan activity within organisations	All Partners identify travel plan co-ordinator All Partners join the Travel for Work accreditation scheme once finalised	Achievement of Travel for Work early stage accreditation by end of 2005 (information gathering and target setting).	All LSP Partners to achieve early stage accreditation by end of 2005	LSP Partners' Travel Plan Co-ordinators supported by Environment Officer (TravelWise) / Travel for Work Development Manager
LSP Partners to identify a travel plan co-ordinator				As above
LSP Partners without travel plans to begin to draft plans All partners to have adopted and launched a travel plan within the lifespan of the strategy. The named travel plan co-ordinator for each LSP Partner is included in the Travel for Work database as a contact	Progress within the Travel for Work Accreditation Scheme.		Plan stage accreditation launched by end of strategy lifespan (2006/07)	As above
All LSP Partners to participate in the Annual Travel for Work Survey	20% response rate achieved in survey returns by employer	Travel for Work Development Manager is informed of intent to participate in the 2004 survey by the end of August 2004	October annually	As above

Priority Area: Travel Plans

Lead Partner:
Cambridgeshire
County Council

Action 11

All LSP partners to adopt travel plans within their organisations within the lifespan of the strategy

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
Attend at least one of the three yearly Travel for Work Network meetings	LSP Partner Travel Plan Co-ordinators attend meetings and feel supported and informed, leading to better travel plans	None	Ongoing throughout strategy lifespan	LSP Partner

Action 12

All LSP partners to adopt travel plans within their organisations within the lifespan of the strategy

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
Develop and maintain "How to get to..." internet pages for each LSP Partner website promoting sustainable transport modes to employees, visitors and external contacts.	Web pages developed and clearly linked Number of "hits" on pages	Web page development in progress by end of 2004	End of 2005.	LSP Partner
Hold public exhibition on sustainable travel in the City (linked to Sustainable City initiative)	Exhibition is held Number of visitors passing exhibition and leaflets taken	Event planning to commence May 2004	July 2004 and subsequent years	Environment Officer (TravelWise)

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Lead Partner:
Cambridgeshire
County Council

Action 13

All LSP partners to adopt travel plans within their organisations within the lifespan of the strategy

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
Raise awareness and promote travel choice through public transport, walking and cycling to employees via LSP Partners' travel plans.	Progress towards employer's overall travel plan targets. Employer modal split results	Analysis of existing travel choices to worksite locations under the LSP Partners (to be undertaken alongside Objective 10 and gaining early stage TfW accreditation by the end of 2005).	Ongoing throughout strategy lifespan	LSP Partners' Travel Plan Co-ordinators

Priority Area: Open and Accountable Decision-making

Lead Partner:
Learning and Skills Council
Cambridgeshire

Action 14

Develop a joint framework, based on best practice, to ensure that the LSP involves local people in its activities and is open and accountable in its decision-making

Activity	Target Outcome/ Indicator	Intermediate Milestone	Timetable	Lead Officer
Conduct research of best practice LSP's to inform Board of the range of approaches available	Report to LSP Board advising of best practice and seeking guidance on the type of framework acceptable Framework accepted by LSP Board		This work will be taken forward by the Learning and Skills Council over the next 3 months. Leadership of this action will then be appraised.	
Select model and techniques that fit with the situation in the City and are appropriate for use by the LSP	Framework accepted by LSP Board		As above	
Implement the framework	The LSP improves its openness and accountability		As above	