



South
Cambridgeshire
District Council

Post-Covid Community Support Workshop



Post-Covid Community Support Workshop AGENDA 22 Nov 2021

Item	Topic	Time
1	Introduction Cllr Bill Handley- Lead Cabinet Member for Community Resilience, Health and Wellbeing	6:00-6:05
2	Community Action and Support Emma Dyer Development Officer (Community-Led Plans) at South Cambridgeshire District Council	6:05-6:15
3	Village Older People's Worker Project Paul Seekings and Neil Davies- HiFriends (Friends of Histon and Impington Community)	6:15-6:25
4	Whaddon Community-led Plan Cllr Lee Ginger- Chair Whaddon Parish Council	6:25-6:35
5	GDPR Vicky Hoover- Development Officer (Community-Led Plans) at South Cambridgeshire District Council	6:35-6:40
6	Q&A Session	6:40-7:00



Post-Covid Community Support and Community-led Plans

Emma Dyer

Development Officer (Community-Led Plans) at South
Cambridgeshire District Council



Covid-19 Community Support

- Community groups and parish councils have been key in providing support
- Many volunteers can no longer carry on offering the same level of support
- Some volunteers are still providing support to the most vulnerable
- Some are changing their focus



How can we support our communities going forward?

We are keen to support, facilitate and enable groups to continue their work Post-Covid





Our support:

- Succession planning
- Helping to find volunteers
- Signposting to funding and governance support
- Help in bringing community groups together and showcasing good practice
- Help in producing or refreshing Community-led plans - **more on this on the next slide!**



What are Community-led Plans?





Important characteristics:

- Led, driven and resourced through grass roots action.
- Requires volunteers.
- Involves extensive community participation
- Results in a credible action plan and priorities based on in-depth consultation.
- The action plan produced sets out how local problems and issues can be tackled and identifies the right people/agencies to deliver.



How does it differ from a Neighbourhood Plan?

- Community-led Plans can cover anything which the community thinks is important, e.g. health and wellbeing, traffic and transport, environmental issues, play equipment. It is formal but not legally binding.
- A Neighbourhood Plan is about land-use policy and becomes part of the suite of Local Plan documents, e.g. where development should go, what it should look like, where open spaces should be protected. Requires a referendum to be ‘made’.



Examples of issues to consider...

Social

- Health and Wellbeing
- Housing
- Community safety
- Sport, recreation and arts - culture
- Community facilities (public and private)
- Community Assets
- Community services
- Faith-based activities
- Children and young people
- Support for older / vulnerable residents

Environment

- Green issues
- Parish emergency / flood plans
- Transport, travel and access
- Highways and footpaths
- Recycling facilities

Economic

- Business, digital connectivity
- Employment



What's involved?





Some key steps....

- Identify appetite within community
- Steering group identified / initial project plan / budget?
- Community profile
- Community questionnaire
- Generate report / action plan
- Feedback to residents
- Launch plan
- Deliver actions – make progress – see change



What have we done so far?





What have we done so far?

- Launch the project - March 2021
- Focus group
- Formation of a pilot group of 13 parishes
- Information gathering / building relationships
- Visits to community groups and parish events
- Publicity
- Updated our community action webpages (includes a CLP Toolkit)



Next Steps....

- Offer of general support districtwide
- Proactively focus Community-led Plan support on 30 parishes, whilst also inviting others to take part
- Identify the most up to date and high-quality plans
- Further promotion
- Expansion of the Community Directory



Support and guidance:

Further Information:

<https://www.scambss.gov.uk/community-development/community-action/>

Email: Emma Dyer or Vicky Hoover at
CLP@scambss.gov.uk

TEL: 01954 713344



Bringing people *together*
to improve *wellbeing*

HI Friends is a village-based charity that seeks to improve the wellbeing of the community through:

- providing a dedicated **Wellbeing Team** and offering activities and services to help meet the needs of **'life's journey'** for all ages. The team supports older people, those living with dementia, mental wellbeing, parental wellbeing and bereavement.
- **improving mobility** through the operation of the Histon & Impington Community Minibus and Community Trishaw
- organising, promoting and developing a **range of sporting and exercise activities** for people of all ages



Bringing people *together* to improve *wellbeing*

Who is involved?

12 Trustees, including:-

Vernon Dudley (Chair)

Don Kelly (Vice Chair)

David Wilson (Treasurer)

Volunteers

The Operations Team



Neil Davies

our Charity Manager



Anna Strivens

our Communications
Officer

The Wellbeing Team



Sophie

our Mental Wellbeing Worker



Ren

our Parental Wellbeing Worker



Paul

our Older Peoples Worker



Sarah

our Dementia Worker



Emma




































our Community Play Therapist



Jan Payne

Our Dementia Friendly Community
Project lead

What we do:-

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SUN/SAT
HI FRIENDS  REC MONDAY CLUB Chair based exercise, 10-11am Specialist exercise, 11:30am-1:30pm Weekly, Recreation Ground Centre Enjoy fitness through gentle exercises, plus tea and a chat to finish! 	EASTERN COUNTIES TAI CHI ACADEMY TAI CHI  AS TAUGHT BY MASTER MOY LIN SHUN Weekly, 9:30-10:30am Recreation Ground Centre Beginner classes for Tai Chi, a martial art practiced for defence, health and meditation. *Continuation classes held Thursdays, Saint Andrew's centre. 	SHOPPING TRIPS Weekly from 9:30 Shopping trips into the village on the community minibus. For info, call Paul 07772 437789 	PILATES Weekly, 9:30-10:30am Recreation Ground An accessible way to improve posture, general fitness and wellbeing. Suitable for beginners! 	WALKING FOOTBALL  FRIDAYS 6-7PM WITH COACH PHIL MULLEN Weekly, 6-7pm Recreation Ground (MUGA) A slower paced version of the beautiful game to encourage older adults to play football. If you can walk, you can play! 	WALKING RUGBY  Weekly, 10-11am Recreation Ground Rugby but walking! A fun version of the game for all ages and those wanting to get back into the sport at a slow pace. 
HI Mothers' Circle Weekly, 10:00-11:30am Methodist Church A space to have honest conversations about motherhood and receive support. For mums with babies up to 18 months. 	EASTERN COUNTIES TAI CHI ACADEMY TAI CHI  AS TAUGHT BY MASTER MOY LIN SHUN Weekly, 10:45am-11:45pm Recreation Ground Centre Beginner classes for Tai Chi, a martial art practiced for defence, health and meditation. *Continuation classes held Thursdays, Saint Andrew's centre. 	DANCE FOR FITNESS Weekly, 2:15-3:15pm Recreation Ground Centre A dance class for over 55s, a fun way to get active. 	Forget-me-not Luncheon Club Fortnightly, 2:00-1:30pm Saint Andrew's Centre Café For those living with memory loss and their carers: enjoy lunch and make new friends! Starts 23rd September. 	FOR PRE-SCHOOL CHILDREN 2-4 AND PARENTS ACTIVE START CLUB Weekly, 1:30-2:15pm Recreation Ground For pre-school children aged 2-4 and parents: have fun being active with playful sport and movement games. 	COMMUNITY TABLE TENNIS Weekly, 5-6:15pm Recreation Ground Centre All equipment provided. Drop in and have a game! (Families welcome with children over 10. Those under 14 must be accompanied.) 
HI FRIENDS  REC MONDAY CLUB Memory and coordination class, 2-3pm Weekly, Recreation Ground Centre With exercises to improve coordination and memory, plus tea and a chat to finish! 		HISTON WORRY TREE CAFÉ Weekly, 5:30-7:30pm Saint Andrew's Centre Café A safe, friendly, non-judgmental space for individuals over 18 who are struggling with their mental wellbeing. 	REC MULTI-SPORT CLUB For children in Reception and year 1 A fun introduction to various sports with George Ball Weekly, 3:45-4:30pm Recreation Ground A fun introduction to a variety of sports or children in Reception and year 1. 		HI Family Hub Starts 16th October 10:30-11:30am Saint Andrew's Centre An hour of wellbeing craft activities for children, and for parents to chat, have a coffee and relax! 
A quick guide to our activities:  Suitable for children  Suitable for adults  Suitable for older people  Suitable for families  Suitable for those with memory loss		SPORTING MEMORIES  Starts from 13th October 2nd Wednesday monthly Starts 13th October, 10:30-11:30am Histon Smoke House A group for all ages to share memories of sport both past and present. 	 A new club of activity, enjoyment & friendship for all ages Thursday Together Fortnightly, 2-3:30pm Recreation Ground A club of activities for all ages to enjoy and form friendships. Activities include sports, games, music and much more! 	OTHER REGULAR ACTIVITIES  DEMENTIA COURSE A new mutual support course for educating the community on dementia, both for volunteering roles and everyday life. If interested, call Sarah ☎07934 817316 Starts Wednesday 3 Nov  HOPE AGAIN BEREAVEMENT A place for the bereaved to find support and comfort in the company of those dealing with similar experiences. For 2022 dates, email: ☎habg1@icloud.com Regular 6 week programmes	



Bringing people *together*
to improve *wellbeing*

Charity Funding

- Most services and activities are **self funding**
- **Event fundraising** helps meet charity core costs 'licence to trade'
- Wellbeing team largest charity costs around **£34k pa**
- Funded by Parish Council £14k and with grants, donations & fundraising
- HI Friends are seeking to encourage **wider community financial support**



**Bringing people *together*
to improve *wellbeing***

Older Peoples Services

- Various exercise classes
- Shopping trips (looking to do other trips in the new year)
- Monthly Memories Meeting
- Thursdays Together Fortnightly activities
- Forget me not luncheons for families affected by dementia
- Supporting Older People, including those affected by Dementia and their families and carers accessing benefits and services (eg. Lifeline alarm, Key Safe, Attendance Allowance)

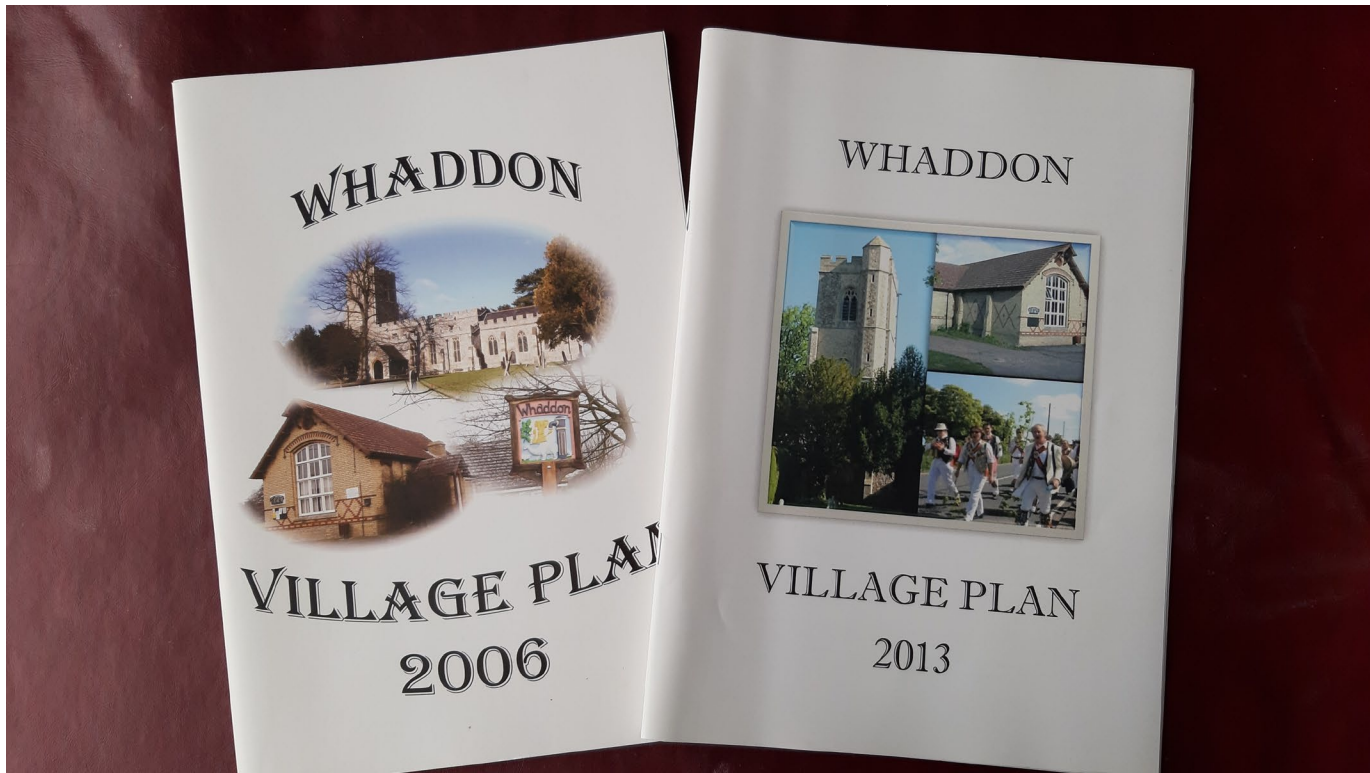
Seeking to address loneliness and isolation in the community



Bringing people *together*
to improve *wellbeing*

Terry's story

Whaddon Village Plans



2006 Plan

- Started work in 2005 and took 21 months to complete
- Parish Council funded and worked with the team
- Eight villagers on project, of whom seven stayed on the team the whole time
- Questionnaire contained 63 questions
- 73% return (124 copies), which is exceptionally good
- Endorsed by local MP, County and District Councillors and agreed and monitored the Action Plan with Parish Council
- Whaddon folk claimed to be happy with life in the village

What did we achieve from 2006 plan?

- **Housing** – eight affordable homes built and Village Design Statement prepared for future development
- **Highways & footpaths** – 50 mph limit on A1198 at Whaddon Gap; 30mph limit and speed reduction measures in village; bus lay-by built; three accessible RADAR gates on footpaths; Speedwatch continue to measure speeds, gather data and conduct HGV survey
- **Village Hall and recreation** – major renovation to Village Hall; new children's playground built; cricket team started and many clubs and activities in 'new' village hall
- **Environment** – regular litter picking and more litter bins installed.

.....2006 plan continued

- **Village communication processes transformed –**
- Whaddon Website set up (whaddon.org)
- Village-wide email system set up which reaches over 2/3rds of village homes, possibly the best in Cambs.!
- Quarterly Village newsletter hugely endorsed by residents
- **Transport** – twice a day bus service set up to connect with Royston (better than once a week!)

2013 Plan

- Started work in 2012 and took 12 months to complete
- Seven villagers on project, of whom six stayed the course
- Questionnaire had 49 questions, including specific questions about Broadband and for businesses in the village
- 122 questionnaires returned, which although slightly lower than 2006, was still very good
- Two major issues highlighted
- Generally residents continued to be very happy with life in Whaddon

What the 2013 Plan told us and what we did

- **Poor Broadband a major problem for many** - Broadband 'Champion' appointed who campaigned for Superfast Broad Band, implemented in 2015. Soon we shall get fibre optic broadband.
- **Junctions of A1198 into Village roads** - a major safety issue for many. PC successfully applied in 2020 for LHI to CCC to reduce speed limit to 40mph with added safety measures. This issue continued on from the 2006 Plan.
- **Concerns about other traffic issues within village** – PC reviewed and are working on a number of initiatives to manage speeding. Speedwatch continues, albeit suspended during COVID.
- **Housing needs survey for village** – conducted but did not show enough support for further affordable homes.

.....2013 plan continued

- **Good neighbour scheme** – although investigated there appeared to be very little focus in 2013. COVID has changed that with the PC now the main lead, coupled with good use of our village email system and ‘WhaddsApp’.
- **Litter** – perceived to be a problem in parts of the village especially the approach road from the A1198. PC wrote this function into the job description of the ‘handyperson’ who carries it out very successfully
- **Social and learning & development** – the PC and Village Hall Trust work together to encourage new activities. Consequently, the refurbished Village Hall is now used daily, as per original

Key points to consider

- Data gathered from questionnaires is highly effective in supporting any projects. For many things like road improvements, it is essential.
- Consider all suggestions, even though some will be totally unachievable. It is important to manage expectations though!
- Plan will take a while to produce. It is a long term project and worth doing well to produce results. Village support and buy in is crucial to any changes.
- Although supported by the PC, never forget it is the residents' plan!



GDPR for Community Groups





GDPR for Community Groups

The information provided in these slides is for information only and should not be taken as legal advice. For legal advice or if you are unsure of anything when collecting data, you must seek appropriate, qualified advice.



Useful Links

Information Commissioners Office (ICO) www.ico.org.uk

The UK's independent authority set up to uphold information rights in the public interest, promoting openness by public bodies and data privacy for individuals.

National Association of Local Councils (NALC)

www.nalc.gov.uk - GDPR Toolkit

CCVS - www.cambridgecvs.org.uk CCVS is a registered charity set up to champion and support community and voluntary groups, and promote volunteering across Cambridge City, South Cambridgeshire and Fenland.



Data Protection

The purpose of data protection in any organisation is about protecting people's privacy. The most important step towards protecting privacy and complying with the GDPR is understanding some basic principles.

If you keep the following principles in mind, you are likely to be meeting the fundamental requirements of the GDPR.



Principles

- Data should be processed lawfully, fairly and transparently.
- Only used for a specific processing purpose that the data subject has been made aware of
- Should be adequate, relevant and limited
- Must be accurate and where necessary kept up to date.
- Should not be stored for longer than is necessary, and that storage is safe and secure.
- Should be processed in a manner that ensures appropriate security and protection.



What is Personal Data?

Personal data is information about a person which is identifiable as being about them.

- names and addresses
- ethnicity, criminal record, employment history, sexual orientation, and health information.

Personal data can be held electronically or on paper.

Photographic and film images are also considered to be personal data if people are identifiable in them



Collecting Storing and Using Personal data

Only collect, keep, or use personal data if you are doing so to fulfil a purpose which fits into one of the following bases:

- To serve your group's "legitimate interests", or
- Because you have explicit consent from the person whose data it is, or
- To fulfil a contract with the person whose data it is, or
- To meet a legal obligation, or
- To protect someone's life, or
- To perform a public task.

Any time you collect, store or use people's personal data, you should be clear which of these reasons you have for doing so.



Privacy Notices

When your group collects personal data, or uses someone's data to contact them, it should be made clear to them why you have their data, what you are using it for, and what their rights are. This means you should provide them with a privacy notice.

A privacy notice is a piece of written information which tells people why you need or have their data



Privacy Notices should include;

- the name of your group;
- what the data will be used for;
- which legal basis you have for using the data;
- how long the data will be kept.
- whether the data will be shared with a third party, including if it will be stored on a third-party website
- that individuals can ask to have their data removed at any time, and contact details to use to do this.



Be Aware of Data Breaches

A personal data breach is one that leads to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to personal data.

GDPR makes informing the ICO and the individuals affected compulsory in certain circumstances e.g. where there is a high risk to the individuals involved, for instance, through identity theft.

Please visit <https://ico.org.uk/for-organisations/report-a-breach/> for further information



Data Protection Policy

- Everyone involved in your group should know how to protect people's privacy.
- Write a Data Protection Policy outlining your commitments to data protection.
- Write some specific procedures which provide details of how you will ensure your policy is upheld.
- Your policy and procedures should reflect the way you actually do things.
- Sample policies are available on the ICO website



Q & A