



# EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,  
ELY, CAMBRIDGESHIRE CB7 4EE  
Telephone 01353 665555

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## MEETING: OPERATIONAL SERVICES COMMITTEE

TIME: 4:30pm

DATE: **Monday 19 June 2023**

VENUE: Council Chamber, The Grange, Nutholt Lane, Ely, CB7 4EE

ENQUIRIES REGARDING THIS AGENDA: Tracy Couper

TELEPHONE: (01353) 665555 EMAIL: [tracy.couper@eastcambs.gov.uk](mailto:tracy.couper@eastcambs.gov.uk)

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## MEMBERSHIP:

### Conservative Members

Cllr Christine Ambrose Smith  
Cllr Martin Goodearl  
Cllr Julia Huffer  
Cllr Kelli Pettitt  
Cllr Alan Sharp  
Cllr Lucius Vellacott

### Liberal Democrat Members

Cllr Christine Colbert  
Cllr Kathrin Holtzmann  
Cllr Mark Inskip (Lead Member)  
Cllr Mary Wade  
Cllr Christine Whelan

### Substitutes:

Cllr Anna Bailey  
Cllr James Lay  
Cllr David Miller

### Substitutes:

Cllr Chika Akinwale  
Cllr Charlotte Cane  
Cllr Alison Whelan

### Lead Officer

Isabel Edgar – Director Operations

Quorum: 5 Members

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## AGENDA

- 1. Public Question Time** [oral]  
The meeting will commence with up to 15 minutes public question time
- 2. Apologies and Substitutions** [oral]
- 3. Declarations of Interest** [oral]  
To receive declarations of interest from Members for any Items on the Agenda in accordance with the Members Code of Conduct.

**4. Minutes**

To confirm as a correct record the Minutes of the meeting of the Operational Services Committee held on 27 March 2023

**5. Chairman's Announcements**

**[oral]**

**6. VCAEC Update**

Presentation by Angela Haylock, CEO

**[oral]**

**7. Environment Action Plan 2023**

**8. Representation on Outside Bodies & Annual Reports**

**9. Youth Action Plan Update**

**10. Budget Monitoring Report**

**11. Forward Agenda Plan**

**EXCLUSION OF THE PUBLIC INCLUDING REPRESENTATIVES OF THE PRESS**

That the press and public be excluded during the consideration of the remaining items because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items there would be disclosure to them of exempt information of Categories 1 & 3 of Part I Schedule 12A to the Local Government Act 1972 (as amended)

**12. ECSS Management Accounts**

**13. ECSS Board Meeting Minutes**

To receive the Minutes of the ECSS Board meeting held on 2 March 2023

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**NOTES:**

1. Members of the public are welcome to attend this meeting. If you are visiting The Grange during normal working hours you should report to the main reception desk. If you come to an evening meeting please enter via the door in the glass atrium at the back of the building.

Admittance is on a "first come, first served" basis and public access will be from 30 minutes before the start time of the meeting. Due to room capacity restrictions, members of the public are asked, where possible, to notify Democratic Services ([democratic.services@eastcambs.gov.uk](mailto:democratic.services@eastcambs.gov.uk) or 01353 665555) of their intention to attend a meeting.

The meeting will be webcast and a livestream of the meeting will be available. Further details can be found at <https://www.eastcambs.gov.uk/meetings/operational-services-committee-19062023> Please be aware that all attendees, including those in the public gallery, will be visible on the livestream.

2. Public Questions/Statements are welcomed on any topic related to the Committee's functions as long as there is no suspicion that it is improper (e.g. offensive, slanderous or might lead to disclosures of Exempt or Confidential information). Up to 15 minutes is allocated for this at the start of the meeting.

Further details about the Public Question Time scheme are available at: <https://www.eastcambs.gov.uk/committees/public-question-time-scheme>

3. The Council has adopted a 'Purge on Plastics' strategy and is working towards the removal of all consumer single-use plastics in our workplace. Therefore, we do not provide disposable cups in our building or at our meetings and would ask members of the public to bring their own drink to the meeting if required.
4. Fire instructions for meetings:
  - If the fire alarm sounds please make your way out of the building by the nearest available exit i.e. the back staircase or the fire escape in the Chamber. Do not attempt to use the lifts.
  - The fire assembly point is in the front staff car park by the exit barrier.
  - The building has an auto-call system to the fire services so there is no need for anyone to call the fire services.

The Committee Officer will sweep the area to ensure that everyone is out.

5. Reports are attached for each agenda item unless marked "oral".
6. If required, all items on the agenda can be provided in different formats (e.g. large type, Braille or audio tape, or translated into other languages), on request, by calling Main Reception on (01353) 665555 or e-mail: [translate@eastcambs.gov.uk](mailto:translate@eastcambs.gov.uk)
7. If the Committee wishes to exclude the public and press from the meeting, a resolution in the following terms will need to be passed:

"That the press and public be excluded during the consideration of the remaining item no(s). X because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category X of Part I Schedule 12A to the Local Government Act 1972 (as amended)."

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## **Agenda Item 4**

Minutes of a meeting of the Operational Services Committee held in the Council Chamber, The Grange, Nutholt Lane, Ely on Monday 27 March 2023 at 4:30pm

### **PRESENT**

Cllr Julia Huffer (Chairman)  
Cllr David Ambrose Smith (Vice-Chairman)  
Cllr Christine Ambrose Smith  
Cllr Anna Bailey (Substitute for Cllr Joshua Schumann)  
Cllr Lis Every  
Cllr Mark Inskip  
Cllr Alec Jones  
Cllr John Trapp  
Cllr Christine Whelan

### **OFFICERS**

Isabel Edgar – Director Operations  
Maggie Camp – Director Legal & Monitoring Officer  
Lewis Bage – Communities & Partnerships Manager  
Tracy Couper - Democratic Services Manager  
Simon Ellis – Planning Manager  
Richard Garnett - Senior Environmental Health Officer (Commercial)  
Elizabetha Knox – Environmental Services Manager & Head of Street Scene  
Angela Parmenter – Housing & Community Safety Manager  
Rebecca Saunt – Planning Manager  
Craig Smith – Building Control Manager  
Annette Wade – Customer Services Manager  
Anne Wareham – Senior Accountant  
Karen Wright – ICT Manager

### **IN ATTENDANCE**

Lizzi Wales – Youth & Community Co-Ordinator Cambridgeshire County Council  
Sgt Mat Lupton-Pike – Cambridgeshire Police  
John Hill – Managing Director, East Cambs Street Scene (until end of Minute 48)  
Nigel Ankers – Finance Manager, East Cambs Street Scene (until end of Minute 50)  
Catherine Sutherland – Development Manager, East Cambs Street Scene

## **42. PUBLIC QUESTION TIME**

There were no public questions.

#### **43. APOLOGIES AND SUBSTITUTIONS**

Apologies for absence were received from Cllrs Paola Trimarco and Jo Webber and Cllr Joshua Schumann with Cllr Anna Bailey was acting as Substitute Member.

#### **44. DECLARATIONS OF INTERESTS**

No declarations of interests were made by Members.

#### **45. MINUTES**

It was resolved:

That the minutes of the meeting held on 14<sup>th</sup> November 2022 be confirmed as a correct record and be signed by the Chairman.

#### **46. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman asked Members to take a moment to remember the former Director Operations Jo Brookes and to welcome the new Director Isabel Edgar.

She also announced that John Hill and Nigel Ankers were present at the meeting to answer any questions relating to the ECSS Business Plan.

The Chairman stated that this would be the last meeting of the Committee prior to the District Council Elections and thanked Members and Officers for their work on the Committee over the last 4 years. She highlighted notable schemes and projects progressed by the Committee.

#### **47. COMMUNITY SAFETY PARTNERSHIP (CSP) UPDATE**

The Committee received a presentation by Lizzi Wales, Youth & Community Co-Ordinator Cambridgeshire County Council, and Sgt Mat Lupton-Pike, Cambridgeshire Police, giving an update on the work of the East Cambridgeshire Community Safety Partnership (CSP), a copy of which has been circulated to Members of the Committee.

Ms Wales' presentation covered the following areas:

- Delivery of Asset Based Community Development across East Cambridgeshire
- Enabling Communities
- Summer Detached/Outreach Work
- County Lines Training
- Road Safety Awareness

A Member commended the work of the Youth Service with larger schools and queried if this also could be undertaken with individual or groups of smaller schools in more rural areas. Ms Wales stated that they could contact the Youth and Community Team.

Sgt Mat Lupton-Pike then gave an update on the work of the Problem-Solving Group (PSG) since the last presentation to this Committee. He commented that the East Cambridgeshire PSG had good regular attendance by the various partner bodies and had achieved a number of positive outcomes over the period. Examples included:

- Support provided to a repeat offender with mental health issues who had a history of an excessively large number of calls to the emergency services. A co-ordinated package by mental health, social care, housing support, etc, was currently preventing further issues.
- Anti-social behaviour, Bottisham – regular Police patrols and work with local schools and Parish Council to reduce incidents in the village.
- Exploited drug dealing individual – PSG combined package to ensure safeguarding and support for individual resulting ultimately in relocation.
- Schools attendances and Court Experiences – events and talks to students and their parents.

In response to a question by a Member regarding a recent spate of vandalism in a town in their Ward, Sgt Lupton-Pike stated that the PSG was aware of this and initiatives to address it were ongoing.

Members commended the excellent work of the officers in progressing a wide range of initiatives to protect young people and communities across the whole of the District.

The Chairman thanked the Youth & Community Co-Ordinator and Sgt Lupton-Pike for their presentation.

#### **48. EAST CAMBS STREET SCENE (ECSS) BUSINESS PLAN 2023/24**

The Committee considered a report, X171 previously circulated, containing the East Cambs Street Scene Ltd (ECSS) Business Plan for 2023/24. Isabel Edgar, in her capacity as an ECSS Director, reported that the current year still had presented challenges due to ongoing staffing issues impacting on service delivery, but the team were looking forward to the future with Project Street Smart, to deliver service improvements and enhancements in the forthcoming year.

The recommendation in the submitted report to approve the Business Plan was proposed and seconded.

A number of questions relating to this item had been provided prior to the meeting from Members and these, along with answers provided by officers, were set out in Appendix 1 to these minutes.

Follow-up questions and further questions/comments were raised by Members and responded to as follows:

A Member queried the arrangements for the authorisation of improvements to Terms and Conditions of Service for ECSS staff, bearing in mind the likely financial implications of such improvements. The ECSS Managing Director confirmed that these were submitted to the Joint Consultative Committee in

accordance with the same processes for ECDC staff. The financial implications then were reported to the subsequent Board meeting, as part of its financial reporting arrangements.

In response to a question by a Member, Ms Edgar explained the reasons for differences in the number of collections for different types of Waste Collection services.

A Member commended the good initiatives in the Business Plan under Project Street Smart to address the issues with service delivery, but acknowledged that there was some work to be done to get back on target. But the Member looked forward to positive outcomes over the forthcoming year.

Other Members of the Committee acknowledged the challenging period over the past year and requested that their recognition be placed on record for the efforts of the ECSS workforce to deliver the best service possible to local residents in challenging circumstances. The Committee looked forward to a modernised and improved service in future years, through initiatives referred to in the Business Plan and subsequent Agenda items.

The Chairman highlighted that the District was in the top quartile nationally for recycling and ECSS delivered a quality and excellent value for money service.

It was resolved (unanimously):

That the ECSS Business Plan 2023/24 attached at Appendix 1 to the submitted report be approved.

#### **49. REPLACEMENT REFUSE COLLECTION VEHICLES**

The Committee considered a report, X172 previously circulated, detailing options for the replacement of Refuse Collection Vehicles (RCVs) based upon outline savings on CO2 emissions and use of alternative fuels, together with the introduction of in-cab technology for improvements in efficiency and service delivery. The Head of Street Scene explained the background to the need for the replacement vehicles and the key requirement to procure low emission vehicles, as the Council's RCVs accounted for two-thirds of the Council's carbon emissions. Following detailed investigations, Hydrotreated Vegetable Oil (HVO) was considered to be the most realistic fuel option for vehicles at the current time.

The recommendations in the submitted report were proposed and seconded.

A number of questions relating to this item had been provided prior to the meeting from Members and these, along with answers provided by officers, were set out in Appendix 1 to these minutes.

Follow-up questions and further questions/comments were raised by Members and responded to as follows:



A Member commented that it would be preferable to ensure that the vehicles would operate on HVO as much as possible rather than having to revert to diesel due to cost issues, and asked whether steps could be taken to maximise this. The Head of Street Scene stated that every effort was being made to ensure that this was the case.

A Member queried if there were additional servicing requirements for HVO vehicles and the Head of Street Scene stated that they had been demonstrated to perform better thereby reducing maintenance requirements and costs.

A Member referred to an article on the subject in a national newspaper this week, and Members queried what would happen if other fuel options became more viable in the future. The Head of Street Scene stated that HVO was the best option at the current time, but that this would be reviewed again at the time of replacement of these vehicles.

A Member asked if the in-cab technology to be retro-fitted into the current vehicles could be moved to other vehicles and the Head of Street Scene confirmed that it was transferrable but that the new vehicles would have it installed as standard.

In response to a question by a Member, the Head of Street Scene explained that the remaining Capital funding for replacement vehicles, approved by Council in the MTFs, would be utilised for the purchase of non-HGV fleet.

Members welcomed the report and acknowledged that HVO was the best fuel option at the present time. Members also highlighted the service benefits of the installation of in-cab technology. However, it was hoped that other even more carbon efficient options would be available at the time of the next replacement of vehicles. Members commended Officers on their work on the issue and quality of the report.

It was resolved (unanimously):

1. That the Director Operations be instructed to proceed with the procurement of 10 replacement RCV's under the RECAP partnership framework, to include in-cab technology supported by a back-office system and retrofit existing operational RCV fleet with the same technology.
2. That approval be given to the use of Hydrotreated Vegetable Oil (HVO) in the RCV fleet in accordance with the cost threshold and monitoring regime outlined in paragraph 5.2.2 of the submitted report

#### **50(a) & (b) QUARTER 3 PERFORMANCE REPORT FOR WASTE & STREET CLEANSING SERVICES**

The Committee considered reports, X173 & X174 previously circulated, detailing the quarter 3 and 4 Performance for Waste & Street Cleansing Services by ECSS for the period October to December 2022 and January to March 2023.

The Head of Street Scene reported a mixed picture of performance due to the ongoing high levels of staff sickness and number of breakdowns of vehicles due to the ageing fleet. However, the new staff terms and conditions had been widely welcomed and black sack deliveries issues were being resolved. Overall there was an improving trend, although performance targets were below 2021/22 levels. Nevertheless, the Council still was in the top quartile nationally for recycling. Sickness levels were being monitored and policies reviewed to ensure these were robust and all measures were being taken to improve the position.

A number of questions relating to this item had been provided prior to the meeting from Members and these, along with answers provided by officers, were set out in Appendix 1 to these minutes.

Follow-up questions and further questions/comments were raised by Members and responded to as follows:

In response to a question on the reporting of faulty refuse sacks, it was confirmed that this should be done direct to the Council.

A member referred to the responses on the lack of street sweeping data, and it was acknowledged that this was an area that needed resolving moving forward.

In response to a further question, it was acknowledged that in some areas delivery of black sacks had been behind schedule, but now had been completed.

Members queried if the sickness absence levels were comparable with neighbouring Councils and if there was any national data on this issue. It was confirmed that benchmarking would be undertaken in the future.

A Member commented that further provision of PPE might help with sickness levels. Another Member suggested that recruitment of further permanent staff might be a better option than the hiring of agency staff. It was stated that all potential improvement options were being considered.

A Member highlighted the issues of accessing certain roads for street cleansing due to the narrowness of older streets and problems with parked vehicles.

A Member commented that there was still some way to go to meet the Business Plan performance targets and street cleansing understandably had suffered due to the need to prioritise refuse collections. However, measures should be taken to improve the latter now. Nevertheless, the Member was reassured by the answers given and improvement measures proposed via Project Street Smart and acknowledged the challenges posed by sickness absences and the fact that Covid still was a prevalent factor. Therefore, they looked forward to future improvements.

Another Member highlighted the importance of having the correct staffing levels available for service delivery and expressed the view that this would be greatly assisted by the improvement in the staff terms and conditions of service. The Member commended the Council for approving the necessary funding to make

this possible. These improved terms and conditions of service would provide a good foundation moving forward.

It was resolved:

That the quarter 3 and 4 Performance Reports for Waste & Street Cleansing Services by ECSS be noted.

**51. SERVICE DELIVERY PLANS 2023/24 AND END OF YEAR REPORTS 2022/23**

The Committee considered a report, X175 previously circulated, containing the Service Delivery Plans and End of Year Reports for Services within the remit of this Committee. Members commended the significant work by Officers in producing these and the high quality of the documents.

A Member acknowledged the importance of these documents and stated that it may assist Members to have a red/amber/green (RAG) rating to identify performance to targets. The Member also commented that it would be better to have a greater mixture of SMART to qualitative performance measures.

It was resolved (unanimously):

1. That the following Service Delivery Plans attached at Appendix 1 to the submitted report be approved:
  - i. Building Control
  - ii. Communities & Partnerships
  - iii. Customer Services
  - iv. Environmental Services
  - v. Licensing
  - vi. Housing & Community Advice
  - vii. Information Technology
  - viii. Leisure Services
  - ix. Planning
  - x. Communications
  - xi. Waste Collection & Street Cleansing
2. That the End of Year Reports for 2022/23 for the above Services Plans attached at Appendix 2 to the submitted report be noted.

**52. LOCAL ENFORCEMENT PLAN**

The Committee considered a report, X176 previously circulated, containing the revised Local Enforcement Plan (LEP) relating to Planning Enforcement.

A number of questions relating to this item had been provided prior to the meeting from Members and these, along with answers provided by officers, were set out in Appendix 1 to these minutes.

Members highlighted the importance and commended the high quality and clarity of the revised Plan and requested that a copy be sent to all Parish Councils. The Planning Manager confirmed that this would be included as a topic at a proposed forthcoming Parish Council Planning Forum event.

A Member highlighted that the review had resulted from a recent Internal Audit, and other Members commented that a three-year review process seemed appropriate.

A Member queried what effective powers the Council had in the light of two recent cases at Planning Committee and the Planning Manager stated that enforcement measures and targets in the Service Delivery Plan were under constant monitoring and review.

It was resolved (unanimously):

That the updated version of the Local Enforcement Plan (LEP) attached at Appendix 1 to the submitted report be adopted and reviewed on a three-yearly basis moving forward.

**53. DRAFT FOOD SAFETY ENFORCEMENT POLICY**

The Committee considered a report, X177 previously circulated, containing a revised draft of the Council's Food Safety Enforcement Policy.

In response to a question by a Member, the Senior Environmental Health Officer (Commercial) explained the previous history regarding review of the Policy.

It was resolved (unanimously):

That the updated version of the Food Safety Enforcement Policy attached at Appendix 1 to the submitted report be approved for consultation with relevant stakeholders and the public.

**54. DRAFT HEALTH AND SAFETY ENFORCEMENT POLICY**

The Committee considered a report, X178 previously circulated, containing a revised draft of the Council's Health and Safety Enforcement Policy.

In response to a question by a Member, it was reported that this and the previous Policy now would be subject to a three-yearly review process.

It was resolved (unanimously):

That the updated version of the Health and Safety Enforcement Policy attached at Appendix 1 to the submitted report be approved for consultation with relevant stakeholders and the public.

## **55. ENVIRONMENT ACT 2021 IMPLEMENTATION**

The Committee considered a report, X179 previously circulated, giving an update on the implications arising from the implementation of the Environment Act 2021 for the Council and the other Waste Collection Authorities in Cambridgeshire and for the Waste Disposal Authority (Cambridgeshire County Council). Isabel Edgar stated that this was a rapidly changing issue, but the Government had yet to publish the future requirements for authorities and no funding allocation had been made for Waste Disposal Authorities. However, Cambridgeshire County Council had decided not to request transitional arrangements but would continue to lobby for funding and look for other options. Once the collection methodology had been determined, further round reconfiguration might be required in the longer term.

A question relating to this item had been provided prior to the meeting from a Member and this, along with the answer provided by officers, was set out in Appendix 1 to these minutes.

It was resolved:

That the report be noted.

## **56. BUDGET MONITORING REPORT**

The Committee considered a report, X180 previously circulated, which provided details of the financial position for services under the remit of the Operational Services Committee.

A number of questions relating to this item had been provided prior to the meeting from Members and these, along with answers provided by officers, were set out in Appendix 1 to these minutes.

A Member queried if the reduction in income for Building Regulations services was likely to be an ongoing issue and the Senior Accountant confirmed that this would continue for the current financial year.

It was resolved:

- i) That the Committee's projected year end overspend of £250,000 when compared to its approved revenue budget of £5,802,153, be noted.
- ii) That the Committee's overall position on Capital as a projected outturn of £1,895,888, which is an underspend of £1,809,963 when compared to its revised budget, be noted.

## **57. ANGLIA REVENUES PARTNERSHIP JOINT COMMITTEE MINUTES**

It was resolved:

That the Minutes of the ARP Joint Committee meetings held on 20 December 2022 and 7 March 2023 be noted.

**58. FORWARD AGENDA PLAN**

The Committee received its Forward Agenda Plan.

It was resolved:

That the Forward Agenda Plan be noted.

**59. ACTION TAKEN ON THE GROUNDS OF URGENCY**

The Committee received a Memorandum on action taken on the grounds of urgency regarding an SLA payment to Voluntary and Community Action East Cambs (VCAEC).

It was resolved:

That the action taken on the grounds of urgency be noted.

The meeting concluded at 6:25pm.

Chairman:.....

Date:

**OPERATIONAL SERVICES COMMITTEE  
27<sup>th</sup> MARCH 2023  
QUESTIONS FROM MEMBERS OF COMMITTEE**

**Questions received from Councillor Inskip**

**Item 7 – ECSS Business Plan 2023/24**

<p>One of Strategic Objectives is “To maximise on every commercial opportunity available”. What commercial opportunities will be maximised in the coming year?</p>	<p>We are already exploring improvements to the vehicle maintenance contract and anticipate this to not only achieve performance improvements but also yield savings (not yet defined). A value for money review of contracts for PPE, equipment, bins and bags will also be taken this year A review of opportunities for commercial waste collection will be done and presented to the ECSS board.</p>
<p>What issues have occurred in the past year that had driven the improvements in the security of the depot?</p>	<p>The security improvements were part of the Depot Improvement Plan that was agreed by Finance and Assets in March 2022.  Over a year ago the depot was broken into and grounds equipment was taken, we have also experienced vehicle theft and vandalism.</p>
<p>Is there a retrospective or lesson learned report from the significant services failures experienced during the past year? And can this be shared with members?</p>	<p>A half day workshop was facilitated by the Director Operations with the Management Team in ECSS, that partly covered lessons learned. However, there are a number of people that have since left ECSS who could have further informed the session. The outputs of this workshop form the basis of the Business plan and the areas of focus for the service over the next 12 months. There is not a separate document to share.</p>
<p>How were the new terms and conditions signed off? Were they agreed by the board? If yes then at which meeting?</p>	<p>The Terms and Conditions were signed off at the ECSS Joint Consultative Committee on November 2022. There was no requirement for the T&amp;C’s to be taken to the ECSS board.</p>
<p>Page 5 of the Business Plan states “there has been a continuously improving picture through Q3 and Q4”,</p>	<p>At the time of writing the Business Plan the overall performance KPI between Q3 and 4 has remained at 99.83%. Therefore, performance has remained at an improved position compared to q1 and q2. The performance position for ECSS for Q4 is outlined in the Q4 performance</p>

<p>but the overall performance of the services for both refuse collection and street cleansing is reported as lower in Q4 than Q3. What is the explanation for the apparent conflicting information?</p>	<p>report Agenda 9a which shows a mixed picture in terms of performance across the KPI's</p>
<p>What are the timescales for 'Project Street Smart'? When will the detailed plan be signed off and how long is delivery expected to take?</p> <p>What would represent a set of successful outcomes for 'Project Street Smart'?</p> <p>The ECSS Business Plan states that that Project Street Smart will be reported to the Council via the appropriate committee. Will this be the Operational Services committee?</p>	<p>The project plan is currently in development. However, it is anticipated to be complete within 12 -18 months.</p> <p>The plan will be taken to the ECSS Board in May 2023 and then reported to Operations Committee in June.</p> <p>The success factors will be defined as part of the project plan. However successful achievement of all the KPI's in the Business plan forms the basis of performance improvements.</p> <p>Yes, the Project Highlight reports will be presented to Operations Committee as part of the Quarterly performance reporting.</p>
<p>On page 15, Table of KPIs 2023/23 (sic) should the target for 'No. reported monthly near misses" be 10 or less rather than 10 or more?</p> <p>On page 15, should the targets for Waste Collection be '30 or less', '15 or less' etc?</p> <p>On page 17, is there a target date to close the current gap</p>	<p>Near Misses KPI - Reporting near misses is considered a positive measure, and it can be seen as a proxy for an engaged safety conscious workforce that takes pride in their work and looks out for their colleagues. Therefore, we want to encourage as many near miss reports as possible as part of the culture change activities within ECSS. The KPI is correct at 10 or more.</p> <p>The target will need to be reviewed as we would expect incidences of near misses to reduce after a period of time as we roll out new safe systems of work and train staff on these new practices.</p>



<p>between the current total of 66.5 FTE and 74 daily roles (positions)?</p>	<p>Waste Collection misses – Correct these figures are maximums we want to achieve. They are stretch targets for the service as we implement Project Street Smart.</p> <p>FTE/Positions – A resourcing review is currently underway and will report to the board in May 2023. This will consider the frontline and back office team staffing requirements.</p>																													
<p>On pages 30 to 33 what scales are used for Likelihood and Impact?</p>	<p>The scales are the ones used by the council currently for all risk management.</p> <table border="1" data-bbox="547 524 1375 750"> <tr> <td data-bbox="547 524 715 562">Impact</td> <td data-bbox="715 524 882 562">1</td> <td data-bbox="882 524 1027 562">2</td> <td data-bbox="1027 524 1173 562">3</td> <td data-bbox="1173 524 1318 562">4</td> <td data-bbox="1318 524 1375 562">5</td> </tr> <tr> <td data-bbox="547 562 715 640"></td> <td data-bbox="715 562 882 640">Negligible</td> <td data-bbox="882 562 1027 640">Low</td> <td data-bbox="1027 562 1173 640">Medium</td> <td data-bbox="1173 562 1318 640">High</td> <td data-bbox="1318 562 1375 640">Very High</td> </tr> <tr> <td data-bbox="547 640 715 678">Likelihood</td> <td data-bbox="715 640 882 678">1</td> <td data-bbox="882 640 1027 678">2</td> <td data-bbox="1027 640 1173 678">3</td> <td data-bbox="1173 640 1318 678">4</td> <td data-bbox="1318 640 1375 678">5</td> </tr> <tr> <td data-bbox="547 678 715 750"></td> <td data-bbox="715 678 882 750">Very Rare</td> <td data-bbox="882 678 1027 750">Unlikely</td> <td data-bbox="1027 678 1173 750">Possible</td> <td data-bbox="1173 678 1318 750">Like</td> <td data-bbox="1318 678 1375 750">Very Likely</td> </tr> </table>						Impact	1	2	3	4	5		Negligible	Low	Medium	High	Very High	Likelihood	1	2	3	4	5		Very Rare	Unlikely	Possible	Like	Very Likely
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### Item 8 – Replacement Refuse Collection Vehicles

<p>Section 3.8 – what is the basis for the interest of 5% on the capital outlay?</p>	<p>This is the interest rate that has always been charged on this expenditure. It is reviewed regularly to ensure that it continues to fall within an acceptable range.</p>
<p>Section 5.2.1 – With increasing demand for HVO and the slow rate at which manufacturing facilities can be added what confidence does the council have that HVO costs will continue to track at an average of 20p above the cost of diesel?</p>	<p>This is an unknown quantum at this time, however will be explored as part of the procurement exercise to find a supplier.</p>
<p>Appendix 2 – what training will be needed to staff and crews to enable efficient use of the digital systems and in-cab technology?</p> <p>Appendix 2 – What is the estimated recovery in revenues from the efficient use of the digital and in-cab technology? And how quickly will this be realised?</p>	<p>The in-cab technology will require a class room session with crews. And then crews will be given time using the terminals for several weeks during the testing phases to familiarise themselves with the interface.</p> <p>The interface is simple and intuitive and made to enable efficient completion by the driver and loader.</p> <p>Efficiencies will be seen across a number of areas ranging from staff time inputting data, or taking calls, through to paper and fuel reduction. Not all of these efficiencies will be cashable, however at the point of Go Live it is anticipated efficiencies will begin to be generated.</p>

**Item 9(a) – Quarter 3 2022/23 Performance Report for the Waste and Street Cleansing Services**

<p>Section 3.6 – some residents have reported faulty black bags which have had to be replaced. How widespread has this issue been?</p>	<p>There have been 8 cases reported to ECDC/ECSS of bags not being sealed. Once we had the first report, we checked with our supplier who advised that there were no issues following their own internal quality checks. We have provided replacements for the residents.</p>
<p>Section 5.4 – what steps have been taken to try to recover access to the ‘East Cambs Street Scene’ Facebook page?</p>	<p>ECSS contacted the previous Development Manager who had management access of the page to attempt to recover the access. Just before they left, the access was given to the Development Officer. Unfortunately, only administration access was given which only lets the user post content. The Development Team has also contacted Facebook via a number of channels but the issue has not been resolved. We monitor the page to ensure that customers receive a response if they post/comment on the page.</p>

**Item 9(b) – Quarter 4 2022/23 Performance Report for the Waste and Street Cleansing Services**

<p>Section 4.1 – what are the activities which make up the scheduled work for Street Cleansing?</p>	<p>There is a weekly rota of up to 5 street cleansing crews that cover the district each day. There are some areas that are scheduled for 2 cleanses per day (e.g. Ely town centre) and other areas where they are litter picked weekly or mechanically swept 6 weekly. The schedules include cleansing of laybys, shop fronts, gullies, litter bins, bus stops, benched areas etc</p>
<p>Section 4.1 – what proportion of the streets listed in the sweeping schedule have not been swept at least once in the last 12 months?</p>	<p>We do not collect this data</p>
<p>Section 4.1 – what proportion of the streets listed in the sweeping schedule have not been swept at least once in the last 6 months?</p>	<p>We do not collect this data</p>

### Item 11 – Local Enforcement Plan

Section 3.2 – Why were the previous reviewed and re-written versions of the LEP not given approval by the Planning Manager?	The workload of the then Planning Manager was such that they were unable to schedule the required time to review the plans due to other priorities.
What actions are planned to publicise the new Local Enforcement Plan to members of the public?	If the plan is approved, then the website will be updated to reference the new plan in all relevant content, and then the Enforcement Team will work with the Comms Team to identify the best channels by which to notify the public

### Item 14 – Environment Act 2021 Implementation

Section 4.6 - Can any outcome be shared publicly from the confidential paper taken by CCC officers to committee on 22 <sup>nd</sup> March?	It has been agreed and communicated to the RECAP Partnership board that CCC will not request for DEFRA to apply a transition arrangement upon the WCA's. It was agreed that a RECAP partnership approach needed to be explored when considering the financial picture.
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### Item 15 – Budget Monitoring Report

Is there expected to be a recovery in the income for the Building Regulations services in 2023/24 or is it expected to be below budget?	The £20k figure is the forecast outturn position so reflects expected income and expenditure for the whole year.
What are the reasons for fine income in relation to fly tipping being less than expected?	We require there to be name and address details within the fly-tipped waste if we are able to issue a fine. Fly-tipped building/DIY waste will rarely contain personal details. Additionally, we have found that general household waste tends to have had identifying evidence removed prior to tipping.
Have the 10-15% software and hardware costs which led to a £75,000 been factored into the 2023/24 budget or is a similar overspend expected?	Yes, the 2023/24 budget has been increased to reflect the high inflation being incurred in this area.



**TITLE: ECDC ENVIRONMENT PLAN (JUNE 2023 EDITION)**

Committee: Operational Services Committee

Date: 19 June 2023

Author: Richard Kay, Strategic Planning Manager

Report No: Y7

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## **1.0 ISSUE**

1.1. On 17 October 2019, Full Council tasked this Committee with the preparation of an 'Environment and Climate Change Strategy and Action Plan' (which has evolved thereafter as more simply known as our *Environment Plan*). The first such Environment Plan was adopted in June 2020, and has been annually updated. A fourth, fully refreshed, Environment Plan is brought to Committee today.

## **2.0 RECOMMENDATION(S)**

2.1. That the Committee:

- (A) Approves the Council's fourth Environment Plan, dated June 2023 (as attached at Appendix A); and
- (B) Endorses the United Nations Sustainable Development Goals, and agrees to seek alignment of the Council's policies and priorities, as and when these are updated, with the overall ambition of the Goals.

## **3.0 BACKGROUND/OPTIONS**

- 3.1. On 17 October 2019, Full Council approved a wide-ranging Motion relating to climate change matters and which, in short, had the effect of this Council declaring that there is a climate emergency. In November 2022, the Finance and Assets Committee also agreed to acknowledge "*the global biodiversity emergency and the local impact this could have on the communities and businesses we serve.*"
- 3.2. As part of the Council's response to these declared emergencies, the Operational Services Committee is tasked with keeping up to date the Council's Environment Plan. This report is intended to meet the commitment for an annual update.
- 3.3. The updated Environment Plan (fourth edition, for 2023/24), attached at Appendix A, is broadly similar in structure to the original 2020/21 version, but of particular note are the following additions or amendments:
- The Plan has been slightly rejigged from the previous three versions, this time adding more colour and graphics, and either removing some of the 'technical' wording or moving such wording to the appendices. The formatting of the document, however, has been set so as to be as 'accessible' as possible for those using assisted reading technology.

- The Council's emissions continue to edge downwards, but has yet to be reduced by 10% from our baseline position of 2018/19. As our recent and proposed actions start to take effect, we are hopeful of a much more significant cut in emissions in the coming 2-3 years.
  - Our activities (taken and proposed) give us the confidence to bring forward our Net Zero Target to 2035/36 (from 2040/41), and interim targets are also proposed to be made more ambitious. These new ambitious targets will heavily rely on the Council implementing its proposed switch towards hydrogenated vegetable oil (HVO) fuel in its waste collection vehicles and, in the medium term, then switching to electric vehicles.
  - A new set of Top 20 actions for the coming year, including a greater emphasis on engagement and supporting our communities to take positive actions (more details on the Top 20 actions below).
- 3.4. The Environment Plan continues to set both a medium-long term vision and strategy, as well as short term targets and indicators of progress to date. It also continues to be two pronged: seeking to mitigate climate change, and doing our bit to address this global problem; and seeking to boost the natural environment, here in East Cambridgeshire.
- 3.5. It is both an inward-looking Plan (i.e. what we can do, directly, as an organisation) and an outward looking Plan (i.e. what can we do to support others to make a difference).

**Top 20 Actions: review of 2022/23 and new for 2023/24**

- 3.6. Perhaps the section with most interest to the majority of readers is the 'Top 20 Actions' that the annual Environment Plan proposes.
- 3.7. As usual, the attached updated Environment Plan first reviews last year's Top 20 (from page 41), and then sets a new set of Top 20 Actions for the forthcoming year (from page 49).
- 3.8. Of last year's actions, it is pleasing to report a great many successes, with the majority of the actions completed in full, and progress towards finalising any outstanding actions underway. Particular highlights include:
- Installation of solar panels on the two south orientated roofs at E-Space North, Littleport, which should halve the grid-electricity demands of the building, saving the Council over £10,000 a year and significantly reducing our greenhouse gas emissions;
  - We've reduced the amount of paper we use by 35% compared with pre-covid base-line, saving money, waste, carbon emissions and water use;
  - Exceeded our target of creating 26 new orchards across the district, with 28 community-based orchards now planted;
  - A commitment in March 2023 to move towards the use of HVO fuel in our fleet vehicles, as an interim measure before electric-based heavy commercial vehicles become more commercially available;

- This Council being independently recognised as an ‘Investor in the Environment (Bronze)’ organisation, the first Council in Cambridgeshire to do so, as well as supporting ten schools on their journey to achieve Eco-Charter accreditation; and
- Supporting our communities, whether that be direct funding to improve the energy efficiency of their homes, or indirectly. This includes advice via the launch of our own new website ([www.actiononenergycambs.org](http://www.actiononenergycambs.org)) and financially supporting our local independent charity EastCambsCAN to launch their own website (<https://eastcambscan.org/>). Both websites are a great source of information, list upcoming events and provide suggested actions residents could take.

3.9. There was just one of the twenty proposed action from last year that we have not made the progress we had hoped, and that was in relation to the establishment of an Environment Awards scheme (Action 3). For a variety of reasons, as explained in more detail in the Environment Plan, an awards scheme has been postponed to a future date once we are confident that we are in a position to make it a success.

3.10. For the coming year, a new set of Top 20 Actions are proposed, a flavour of which are as follows:

- Commence the use of HVO fuel in our fleet vehicles, which should reduce emissions arising from each such vehicle by 80%. With our fleet vehicles being our majority source of greenhouse gas emissions, this action should start to show a significant cut in our overall carbon footprint;
- Further invest in solar panels on our estate, following the success of our E-Space North investment;
- Supporting our communities financially, via a ‘Pride of Place’ grant scheme, so that undervalued public open spaces are brought in to better use, for people and for nature;
- Being more proactive than ever before in terms of engaging with our residents on what they can do to help boost the natural environment in East Cambridgeshire. This includes doubling up with the Cathedral’s ‘green fair’ in August for the first time; launching a long-term community-orientated ambition to install up to 40,000 bird or bat boxes; and launching a ‘public vote’ on which single animal species we should collectively get behind to support its recovery in East Cambridgeshire;
- Installing free water bottle filling stations in key public places, saving on single use plastic bottles. It will also save our residents the cost of purchasing shop-bought drinks; and
- A variety of education initiatives and policy formulation, including nature recovery, climate adaptation and carbon literacy training.

### **Staffing resources and skills base**

3.11. In June 2022, this Committee approved the recruitment of our first ever full time permanent *Climate Change and Natural Environment Officer*. That officer was

subsequently recruited, and is responsible for taking forwards various activities outlined in the Environment Plan, as well as other duties such as up to 1 day a week acting as a Soham Commons Officer.

- 3.12. That *Climate Change and Natural Environment Officer* sits within the Strategic Planning Team, with the *Strategic Planning Manager* splitting his time 50/50 between environment related matters and planning policy related matters.
- 3.13. Overall, therefore, we have 1.5FTE staff directly responsible for coordinating activities arising from the Environment Plan, though of course many other officers across the Council contribute alongside their more substantive duties.
- 3.14. It has become increasingly apparent that, as we further step up our environment ambitions, additional resource will be needed within the Strategic Planning Team, and especially in relation to the natural environment. This is primarily because the provisions of the **Environment Act 2021** are starting to come into force, and of the many requirements within that Act imposed on local authorities, the following three are particularly notable from a natural environment perspective:
  - (i) **Mandatory Biodiversity Net Gain (BNG):** This is to be introduced into the planning system from November 2023. This means virtually all new development will be required in law to provide at least a 10% gain for biodiversity as a result of the development, then was the case before development started. There are complex rules about how this is demonstrated, validated and enforced, but a crucial aspect of it is the need for ecology expertise to review and agree proposals submitted by planning applicants.
  - (ii) **Mandatory Local Nature Recovery Strategy (LNRS):** These are county-wide strategies, establishing a framework for where and how nature can recover in an area. The 'responsible authority' in our case is the Cambridgeshire-Peterborough Combined Authority, but ECDC is a statutory 'supporting authority' in the preparation process. Again, ecology expertise is needed to ensure East Cambridgeshire can gain the most from the proposals in the LNRS (and the inevitable funding that will arise thereafter to deliver it). The LNRS began tentative preparation in April 2023, and will take 9-18 months to prepare (and reviewed in cycles thereafter).
  - (iii) **Biodiversity Duty:** from 1 January 2023, the Act places a much stronger legal duty on ECDC to 'conserve and enhance' biodiversity in its area, and to put in place actions to achieve that. It is also now required to monitor those actions, and report on its success. Again, ecology expertise will be necessary to meet these new duties.
- 3.15. Thus, aside from any moral obligation the Council may feel it has to help boost the natural environment in East Cambridgeshire, the above new mandatory requirements compel the Council to undertake certain activities.
- 3.16. At present, the Council has no ecology officer or similar resource, and has to date relied on a very limited Service Level Agreement with the local Wildlife Trust to provide advice. However, this amounts to only a few days of assistance per year, mostly on specific planning applications we ask for its assistance. Any other



'ecology' input into planning or strategy matters has relied on non-qualified officers with an interest in the environment.

- 3.17. It is clear that the present arrangement will not be sufficient to fulfil our new legal duties set out above.
- 3.18. Accordingly, corporate management team is in the process of securing much greater ecology officer support, perhaps in the region of up to 2FTE overall. The precise quantity and implementation of this resource is flexible at this stage, as it is extremely hard to recruit ecologists nationwide (all councils and developers are presently attempting to boost their ecology officer support, in order to meet the new duties). Thus, it might be the case we recruit direct, share support from another Council or purchase a service from an external consultant. Most likely, it will be a combination of these options.
- 3.19. To pay for this additional resource will be a mix of one or more of the following:
- 'New burdens grant' from Government (because the provisions of the Act are deemed to be a 'burden' imposed on local authorities, and hence a payment is made. Whilst we've been advised that we will get such a grant, we do not know how much, and it is unlikely to cover the full cost or be a recurring long-term payment); and/or
  - Top slicing some of the additional fee income we expect from the increase in planning application fees that are proposed by Government. However, again, this is uncertain, because we do not yet know what the increase will be, when it will be introduced, and, ultimately, the total fee income depends on the volume of planning applications we receive; and/or.
  - From our own existing budgets: essentially, we will have to fill any financial gap not covered by above.

### **Green Team Update**

- 3.20. In addition to the direct staffing resource discussed above, one of the highlights of the past year has been the establishment of the internal staff 'Green Team', and the activities it has undertaken. The Green Team is open to any staff member to join on a voluntary basis, and so far comprises 14 staff spread across many service areas. Some successes of the Green Team include:
- Running a staff travel survey, with an exceptionally high return rate, and turning the results into a draft 'Travel Plan' for the Council. That Travel Plan is currently with the Management Team for consideration.
  - Taken the lead on the paper reduction campaign, now aiming to achieve a 70% reduction in paper over a 10 year period.
  - Started work on revitalising The Grange's Courtyard, so that it becomes a useable, green space.
  - Identified the large electricity consumption of the staff food vending machine, resulting in a replacement one being secured with a c85% reduction in electricity consumption, saving both carbon emissions and over £2,000 in annual electricity costs (Note: over an average year, the old

and large vending machine consumed the same amount of electricity as two UK domestic homes!).

- 3.21. Ultimately, it is the activities of the Green Team which were instrumental in the Council achieving its Bronze *Investors in the Environment* accreditation in late 2022, and is coordinating work towards achieving silver in 2023. The *Climate Change and Natural Environment Officer* provides the overarching administration support for the Green Team.

### **United Nations (UN) Sustainable Development Goals**

- 3.22. The UN's 17 Sustainable Development Goals are a call for action by all countries – poor, rich and middle-income – to promote prosperity while protecting the planet. They recognize that ending poverty must go hand-in-hand with strategies that build economic growth and address a range of social needs including education, health, social protection, and job opportunities, while tackling climate change and environmental protection. More details at:

<https://www.un.org/sustainabledevelopment/>

- 3.23. The Local Government Association (LGA) has already explicitly committed, at its 2019 General Assembly, to support local councils “to continue their work on linking their local priorities with the overall ambitions of the SDGs” (see <https://lga.moderngov.co.uk/mgAi.aspx?ID=13534>), and has a dedicated resource on its webpage (see <https://www.local.gov.uk/un-sustainable-development-goals-guide-councils>).

- 3.24. Much of what the Council does is already in alignment with the Goals, where practical and relevant to do so, but it is recommended that the Council formally endorses the principle of the Goals, and agrees to start the process to explicitly embed them into its wider policy making and decision taking.

## **4.0 ARGUMENTS/CONCLUSION(S)**

- 4.1. The updated Environment Plan 2023 recommended to Committee is deemed ambitious, yet realistic. It provides a clear set of updated short-term actions, medium term targets and long-term vision and ambitions.
- 4.2. The Environment Plan is founded on robust evidence base, an analysis of the realistic options available and a clear targeting of those areas which will deliver the greatest impact.

## **5.0 FINANCIAL IMPLICATIONS / EQUALITY IMPACT STATEMENT / CARBON IMPACT ASSESSMENT**

- 5.1. There are no immediate direct financial implications arising from the recommendations. However, delivering the actions in the Environment Plan will require investment, most of which are available from existing resources. Where resources are not presently available (e.g. for significant capital expenditure), these will be a matter for a future decision.
- 5.2. The ecology resource noted in the report will be met from a combination of external funding, fee income and/or exiting Council budgets. There are, therefore, no financial implications.

- 5.3. Equality Impact Assessment has found no direct positive or negative impacts.
- 5.4. An Environmental Impact Assessment has found no direct benefits arising from approving the Environment Plan, but indirectly there will be considerable benefits, should the actions it proposes be taken forward.

**6.0 APPENDICES**

Appendix A – Environment Plan 2023.

Appendix B – Equality Impact Assessment

Background Documents:

None





**East Cambridgeshire District Council**

# **ENVIRONMENT PLAN (YEAR 4)**

**June 2023**

This document is **East Cambridgeshire District Council's Environment Plan 2023**, prepared by the Council and adopted at a meeting of its Operational Services Committee on 19 June 2023.

The photograph on the front cover is of wildflowers at Ship Lane Carpark, Ely [ECDC staff photo]

The logos of the **Sustainable Development Goals** in this document are established by the United Nations, and must not be replicated with complying with its guidelines. Further details are available at the United Nations Sustainable Development Goals web site: <https://www.un.org/sustainabledevelopment/>. ECDC was granted permission by the United Nations on 5 April 2023 to use the logos, but with the proviso that we make the following statement:

*"The content of this publication has not been approved by the United Nations and does not reflect the views of the United Nations or its officials or Member States"*

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Please Note: for an explanation of some of the key words and phrases used in this document, please see the Glossary in section 10

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# Foreword

*By Anna Bailey, Leader of East Cambridgeshire District Council*

I see 2023 as a year where we see real change for the good, including right here in East Cambridgeshire.

There were, of course, many reasons why 2022 will not be a year to remember so fondly. Russia's invasion of Ukraine; inflation worries; recovery from the pandemic; and the death of Queen Elizabeth II.

And in the middle of all that, the UK baked at over 40C for the first time ever on 19 July 2022, as climate change became 'real' to all of us.

Sometimes it's hard not to feel anxious about all these issues, and worry that there is simply nothing you can do about it. It would also be easy for a small local district council like us to simply say these issues are all too difficult and there's very little we can do about it.

But I disagree.

I see the positive action in our communities, from residents welcoming fleeing Ukrainian families into their homes, volunteers helping out at warm hubs, and community groups taking real action to help mitigate climate change and boost local biodiversity. Big or small, every such action makes a huge difference.

The Council is tackling many of those issues. But taking climate change seriously and boosting local biodiversity is what this Environment Plan is all about.

I want this Council to do more than ever to support you and our communities, whether that's creating a new wildlife area or taking action to reduce your own carbon emissions. But I also want this Council to do more than ever in taking action itself, reducing our own emissions, producing more renewable energy and making positive, long lasting, real biodiversity gains in our district.

This is my fourth Environment Plan as Leader of the Council, and I'm delighted to support the positive actions that, as your local Council, we will take over the coming year.

- For starters, we are going to commence using vegetable oil to power some of our refuse vehicles, so that when one of those 'bin lorries' turns up at your home to take away your carefully sorted recycled material (thank you!), you'll be pleased to know that it won't be fuelled by diesel, but instead by a renewable fuel with up to 90% less carbon emissions. This is a huge help towards the Council getting to net zero.
- We are going to install more solar panels on our buildings, increasing the amount of renewable energy we produce and use.
- We are going to install water bottle filling stations, so you can fill your bottle for free and save on single use plastic bottles.
- We are going to help you achieve more, by making grants available for your local community to help create a new nature area, plant trees or tidy up an open space – this will be known as the Pride of Place grant scheme.
- We will be hosting a fun and family-oriented nature related activity day, alongside the Cathedral's 'Green Fair', on 5<sup>th</sup> August.
- We will launch a 'one plus one' campaign, a community challenge aiming to install one bird or bat box to match the number of homes in the district – that's nearly 40,000!

- We are to give away free oak trees to communities. Oak trees are the most majestic, much loved and culturally important of British trees, and host the greatest variety of life of all trees – they are home to a whopping 2,300 species, with 326 of them dependent on oaks to survive.

Our big announcement in this year's Plan is that we are setting ourselves a new more ambitious target of aiming to become a truly net zero Council by 2035/36; importantly this Plan evidences how we will get there.

Thank you to all the local groups and individuals that have contributed ideas to this year's Plan update and to the Green Team officers at the Council for all their hard work, both in contributing to the Plan and making all the actions happen – together we are making a difference.

I want 2023 to be a year to remember. A fresh start, with renewed energy to make real, long lasting positive change for our environment, right here in East Cambridgeshire.

With your help, we can make a real difference.



Anna Bailey

**Leader - East Cambridgeshire District Council**

#### Acknowledgements

*In preparing this Environment Plan, the Council wishes to acknowledge the help and support of Cambridgeshire County Council. With its agreement, we have included some similar diagrams and statistical evidence.*

# 1 Introduction

## The overriding context – we must act now

The world is facing unprecedented challenges of population growth<sup>1</sup>, climate change, pollution and ever increasing and competing demands on its land and natural resources. Despite this, the current generation has a duty to protect and improve the health of our planet for those that follow.

There is global consensus that climate change poses significant risk to the health of the planet and its ability to sustain life.

Meanwhile, our ecosystems and habitats continue to degrade and disappear worldwide, with biodiversity — the interconnectedness of all forms of life on our planet — now in real jeopardy. Here in the UK, we've lost half of our entire biodiversity since the 1970s, which is more than almost anywhere else in western Europe, the most of all the G7 nations and more than many other nations including China<sup>2</sup>.

Local Authorities, such as **East Cambridgeshire District Council**, have a responsibility to take a lead in their own activities and decision making, as well as in guiding their local communities to make climate conscious decisions and take action to reduce the adverse effects on the planet.

We take this responsibility very seriously. It has already been acknowledged by the Council that we are in a climate and biodiversity crisis.

This document is our latest plan of action, setting out what we will do to help address the crisis.



## What have we declared?

In October 2019, **East Cambridgeshire District Council** declared a climate emergency and committed to the development of an annual Environment and Climate Change Strategy and Action Plan (our 'Environment Plan'). In November 2022, we formally acknowledged the global biodiversity emergency, including the local impact this could have on the communities and businesses we serve.

## What is our policy position?

In response, we published our first Environment Plan in June 2020, and have refreshed it each June since. We are pleased to publish this fourth edition for June 2023.

We also have adopted an Environment Policy (see Appendix 5), which recognises that **East Cambridgeshire District Council** can affect the environment through:

<sup>1</sup> By 2050 the world population is expected to rise from its current level of 8 billion to 9.8 billion -

[https://www.un.org/development/desa/pd/sites/www.un.org.development.desa.pd/files/wpp2022\\_summary\\_of\\_results.pdf](https://www.un.org/development/desa/pd/sites/www.un.org.development.desa.pd/files/wpp2022_summary_of_results.pdf)

<sup>2</sup> See <https://earth.org/uk-biodiversity-loss/>

- the services we provide and how we deliver them;
- our policies;
- our enforcement of laws and regulations;
- the choices we make when buying goods or commissioning services; and
- our role as a community leader.

Overall, this Council acknowledges that our natural and built environment is the most precious inheritance for which we act as caretakers for the next generation.

## **Balancing competing demands**

As one of the fastest growing counties within the UK, Cambridgeshire experiences increased demand for things like housing, food, water resources and efficient public transport, all of which compete for land use and put pressure on our natural environment. Some land use changes bring negative effects to our environment, for example, damage to landscape from minerals extraction for building materials, loss of natural habitat, increased air pollution from power generation, unsustainable travel and the impact of agricultural pesticides on water quality and biodiversity.

It is acknowledged that there is a pressing need for new homes and infrastructure. However, we recognise that growth should not be measured purely in economic terms but its ability for current and future generations to have access to nutritious food and clean water, access to good housing, healthcare, childcare and education, and access to a thriving natural environment. And in achieving such **sustainable growth**, we need to minimise then eliminate our carbon emissions into the atmosphere.

## **Imperatives for Action**

We are on track for global temperature rises that pose an existential threat to all life on earth. It is imperative that we act now.

***The Human Imperative:*** Climate change exacerbates existing challenges to our services and the communities we serve. Increasing frequencies of heatwaves, flooding and its contamination of water supplies pose a particular threat for our most vulnerable residents. Climate refugees (people displaced from their homes as a result of the impacts of climate change) are likely to bring increased pressure on our social care delivery by 2050. It also puts an unfair burden on future generations who will have to cope with the challenges we are leaving them, including public health risks such as from heatstroke, asthma from air pollution and increased likelihood of disease from biodiversity loss.

***The Environmental Imperative:*** The natural environment is our first line of defence against extreme environmental events such as floods, droughts and heatwaves. A thriving natural environment is fundamental to effective and lasting adaptation. Yet, one in four species is facing extinction, about a quarter of all ice-free land is now subject to degradation, and ocean temperatures and acidity are rising. Climate change will bring adverse effects on our natural environment everywhere. We must protect and work with nature to build resilience and reduce climate risks at all scales before the damage has gone too far. Humans are, after all, part of nature, not apart from nature.

***The Economic Imperative:*** Mitigation and adaptation are now in our strong economic self-interest: the cost of doing nothing far outweighs the cost of taking positive action. The Global Commission on Adaptation has demonstrated that the rate of return on investments in improved resilience is high, with benefit-cost ratios ranging from 2:1 to 10:1, and in some cases even higher. Introducing climate adaptation considerations into our financial decision making will have commercial benefit to our economy in the long run.

## What has East Cambridgeshire District Council done so far?

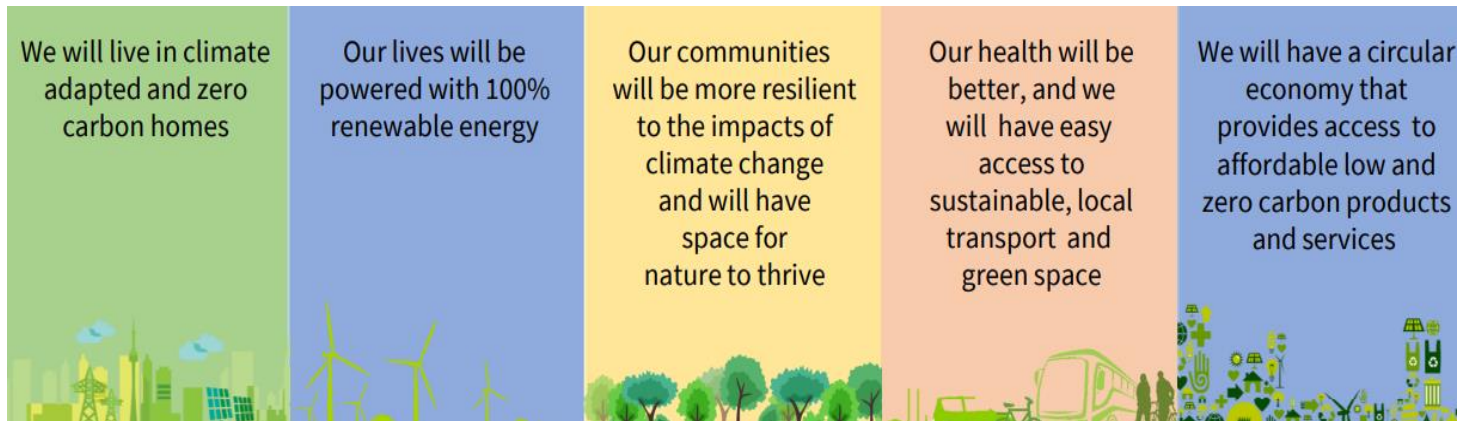
We know we can and must do more. But we should not dismiss the good work and action **East Cambridgeshire District Council** has already completed. In our first Action Plan (June 2020) we set out what we had already achieved as a Council up to June 2020. In each annual Action Plan, we have then committed to a new set of ‘top 20’ actions for the forthcoming year.

We need to build on this positive work, to further embed positive environmental thinking, behaviours, and action throughout the Council, as an organisation, and to seek to influence partners and others to do the same. This updated Environment Plan aims to further facilitate and accelerate that process.

## Our Vision

*Our vision for 2035 is to deliver net zero carbon emissions for the Council’s operations and, in partnership with all stakeholders, for East Cambridgeshire as a whole, with clear and demonstrable progress towards that target year on year. At the same time, we will support our communities and East Cambridgeshire’s biodiversity and environmental assets to adapt and flourish as our climate changes.*

Our vision also fully aligns with that of the County Council, as follows:



(Source of graphics: Cambridgeshire County Council Climate Change and Environment Strategy, 2022)

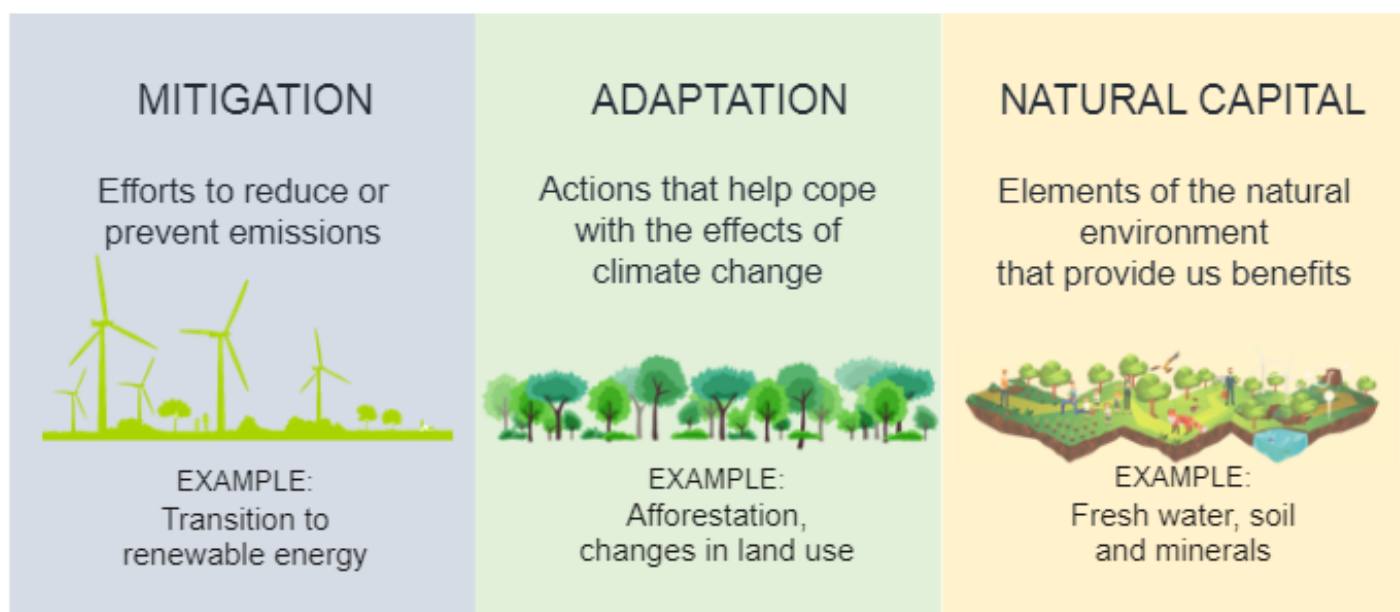
## Purpose of the Environment Plan

The purpose of the Environment Plan is to provide a clear statement of the Council’s climate change and environmental objectives, and to set out how the Council will continue to address environmental and climate change challenges.

It describes how we will look to address our own impacts and how, working together with our public sector partners and our communities, we will support the transformation needed across East Cambridgeshire to tackle these challenges.

It uses three key themes:

- Quantifying our carbon footprints to inform and deliver **climate change mitigation** through efforts to reduce or prevent carbon emissions;
- **Adaptation** to cope with the existing and future impacts of climate change; and
- Enhancing and conserving **natural capital** such as wildlife, plants, air, water and soils.



(Source: Cambridgeshire County Council Climate Change and Environment Strategy, 2022)

## Aligning Our Environment Plan with other action plans and strategies

We recognise the need to coordinate activities with a wide range of partners. The climate and biodiversity challenges we face do not stop and start at the East Cambridgeshire borders.

It is therefore pleasing to note that a huge variety of actions and plans are taking place across the local area, and far too many to mention them all here. However, to highlight a flavour of those wider activities, all of which **East Cambridgeshire District Council** supports in principle and are willing to assist wherever possible, are the following:

**Cambridgeshire-Peterborough Combined Authority Climate Action Plan:** Following the final report of the Cambridgeshire-Peterborough Independent Commission on Climate's Final Recommendations<sup>3</sup> report in October 2021, the Cambridgeshire Peterborough Combined Authority (CPCA) adopted a 'Climate Action Plan 2022-2025'<sup>4</sup> in March 2022, which has "a focus on identifying and supporting strategic priorities and collaborative action, where more can be achieved working together or particular gaps addressed." The Climate Action Plan sets out a series of strategic actions, dates and resources to achieve them and the lead groups responsible for their delivery. Actions are wide ranging, including on themes such as sustainable finance, engagement, energy, buildings, transport and nature.

**Cambridgeshire County Council Environment Strategy:** In February 2022, Cambridgeshire County Council published a refresh of its Environment Strategy<sup>5</sup>, describing the new Strategy as "our commitment to working for and with people, communities, businesses and all political parties to deliver urgent action across Cambridgeshire. This ambition and our principles will provide a practical framework to guide creativity and collaboration." The Strategy is complemented by an 'Action Plan' and, similar to the CPCA Action Plan described above, includes wide ranging actions covering many environmental related themes, such as transport, nature and waste, as well as actions relating to its own corporate estate.

<sup>3</sup> See <https://cambridgeshirepeterborough-ca.gov.uk-6985942.hs-sites.com/cpicc>

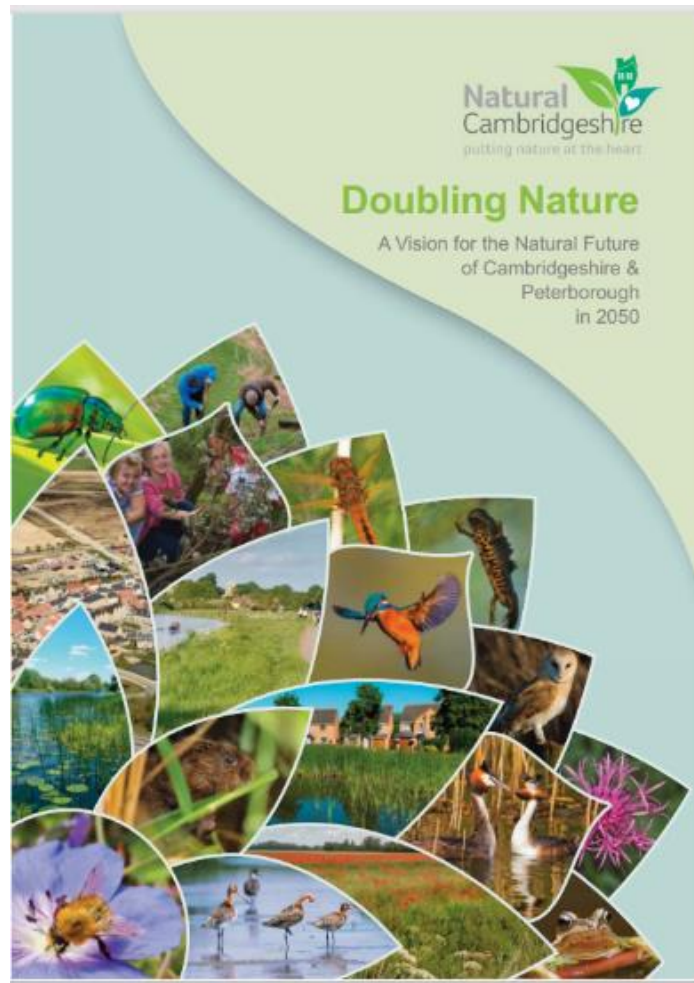
<sup>4</sup> See <https://cambridgeshirepeterborough-ca.gov.uk/what-we-deliver/environment/>

<sup>5</sup> See [Climate Change and Environment Strategy - Cambridgeshire County Council](#)

## Natural Cambridgeshire's 'Doubling Nature' programme:

Natural Cambridgeshire's overarching ambition is to '*work together to create a quality natural environment where people and wildlife flourish*'<sup>6</sup>.

From September 2020, a central target of Natural Cambridgeshire is to 'double land for nature', or more specifically, through partnership working, to double the area of rich wildlife habitats and natural green space across Cambridgeshire and Peterborough. This ambition to 'double land for nature' has subsequently been endorsed by a wide range of organisations, and momentum continues to grow towards delivering that long-term ambition. **East Cambridgeshire District Council** fully supports the ambition.



## A District Wide Set of Environment Targets?

This Environment Plan 2023 is **for the Council** (rather than the district of East Cambridgeshire as a whole) and sets out what direct activities the Council will take to help mitigate the effects of climate change, help adapt to a changing climate and what it will do to help boost the local natural environment. It also identifies how we must work with our communities and our public and private sector partners across East Cambridgeshire and beyond.

But we recognise the need for a set of simple, understandable and engaging environment targets for the district as a whole, not just for the Council. These will need to be targets we can collectively all get behind and work towards achieving. This year, we have committed to work with everyone with an interest in helping to establish a set of such targets.

<sup>6</sup> See [Natural Cambridgeshire - Putting nature at the heart](#)

## The United Nations Sustainable Development Goals

The UN's Sustainable Development Goals<sup>7</sup> are the blueprint to achieve a better and more sustainable future for all. They address the global challenges we face, including poverty, inequality, climate change, environmental degradation, peace and justice.



As noted by the UN in its latest report<sup>8</sup>, increased heatwaves, droughts and apocalyptic wildfires and floods are already affecting billions of people around the globe and causing potentially irreversible damage to the Earth's ecosystems.

The 17 Sustainable Development Goals (SDGs), represented by the logos above, are an urgent call for action by all countries - developed and developing - in a global partnership. They recognize that ending poverty and other deprivations must go hand-in-hand with strategies that improve health and education, reduce inequality, and spur economic growth – all while tackling climate change and working to preserve our oceans and forests.

**East Cambridgeshire District Council fully supports the Sustainable Development Goals**, and we will do whatever we can to assist the achievement of them.

Via this Environment Plan, the Council has committed to align its policies and decision making **with the seventeen United Nations Sustainable Development Goals**. This won't happen overnight, but the intention is that, each time a policy is created or updated by the Council, we will highlight how that policy can support one or more of the 17 Goals.

<sup>7</sup> See <https://www.un.org/sustainabledevelopment/>

<sup>8</sup> See <https://unstats.un.org/sdgs/report/2022/The-Sustainable-Development-Goals-Report-2022.pdf>



## 2 Climate Change and our Carbon Footprint

### Introduction

World temperatures are rising because of human activity, and climate change now threatens every aspect of human life. Left unchecked, humans and nature will experience catastrophic warming, with worsening droughts, rising sea levels and mass extinction of species. Each of these climate change consequences will lead to a number of associated risks, for example crop failure and water scarcity from drought will lead to food insecurity and price inflation.

The rapid climate change we are now seeing is caused by humans using oil, gas and coal for their homes, factories and transport. When these fossil fuels burn, they release greenhouse gases - mostly carbon dioxide (CO<sub>2</sub>). These gases trap the Sun's heat and cause the planet's temperature to rise.

The world is now about 1.1C warmer than it was in the 19th Century – and the amount of CO<sub>2</sub> in the atmosphere has risen by 50%.

### Our Planet is "sending a distress signal"

*(UN Secretary General, Antonio Guterres, 6 November 2022)*

*Climate change is no longer theoretical, it is happening now, and happening right here, in the UK. The UK record temperature of 40.3C was set in Lincolnshire in 2022, less than 50 miles from East Cambridgeshire.*

*For a long time, the UK record temperature had stood at 36.7C, set in 1911. That record held for 79 years, when it was pipped in 1990 by a new record of 37.1C, an increase of 0.4C after a 79 year wait. Since then, we didn't have to wait another 79 years. In fact, the record now keeps tumbling with alarming frequency, and of a scale that is hard to comprehend.*

*In just **32 years since 1990**, the record has been **broken 7 more times**, and **by 3.6 degrees**.*

Temperature rises must slow down if we want to avoid the worst consequences of climate change, according to climate scientists. They say global warming needs to be kept to 1.5C by 2100. To do this, we must rapidly reduce the amount of emissions we produce, and get to Net Zero Carbon as quickly as possible.

'Net Zero Carbon' means, first, the reduction of greenhouse gas emissions to the lowest possible level. Then, for any remaining emissions, offsetting them through carbon removal methods such as tree planting or carbon capture and storage, so we have 'net zero' emissions overall.

However, offsetting should be seen as a last resort. Planting trees, even on a massive scale across East Cambridgeshire, will only go a tiny fraction of the way to balance out our current emissions.

For the UK as a whole, the net zero target legally must be reached by the end of 2050.

### Pathway to Net Zero Carbon



(Graphic Source: Cambridgeshire County Council Climate Change and Environment Strategy, 2022)



# FOOTPRINT CALCULATOR

## Carbon Footprints

Before deciding what to do differently to reduce emissions, we need to properly understand what our current activities are emitting. This is sometimes known as working out a 'carbon footprint' which, in technical terms, is a measure of the greenhouse gases, such as carbon dioxide, emitted into the atmosphere from a specified area (such as Cambridgeshire) or by an organisation (such as East Cambridgeshire District Council) or by an individual (such as yourself). A carbon footprint calculation can provide pointers to where action could be best taken to reduce your impact on the environment.

In the next section, we report the carbon footprint of Cambridgeshire as a geographical area, then East Cambridgeshire district as an area, and finally that of East Cambridgeshire District Council as an organisation.

**Have a go yourself!** Whilst not an exact science, you can have a go at calculating your own (or your family's) carbon footprint using an online tool such as: <https://footprint.wwf.org.uk/>.

One way an individual can reduce their personal carbon footprint is by eating more seasonal and locally grown fruit and vegetables, rather than meat, dairy or imported food<sup>9</sup>.

Local markets, such as at Ely<sup>10</sup>, can be a great way to source local products, reduce your carbon footprint and help the local economy:



<sup>9</sup> See [Student Resources - United Nations Sustainable Development](#)

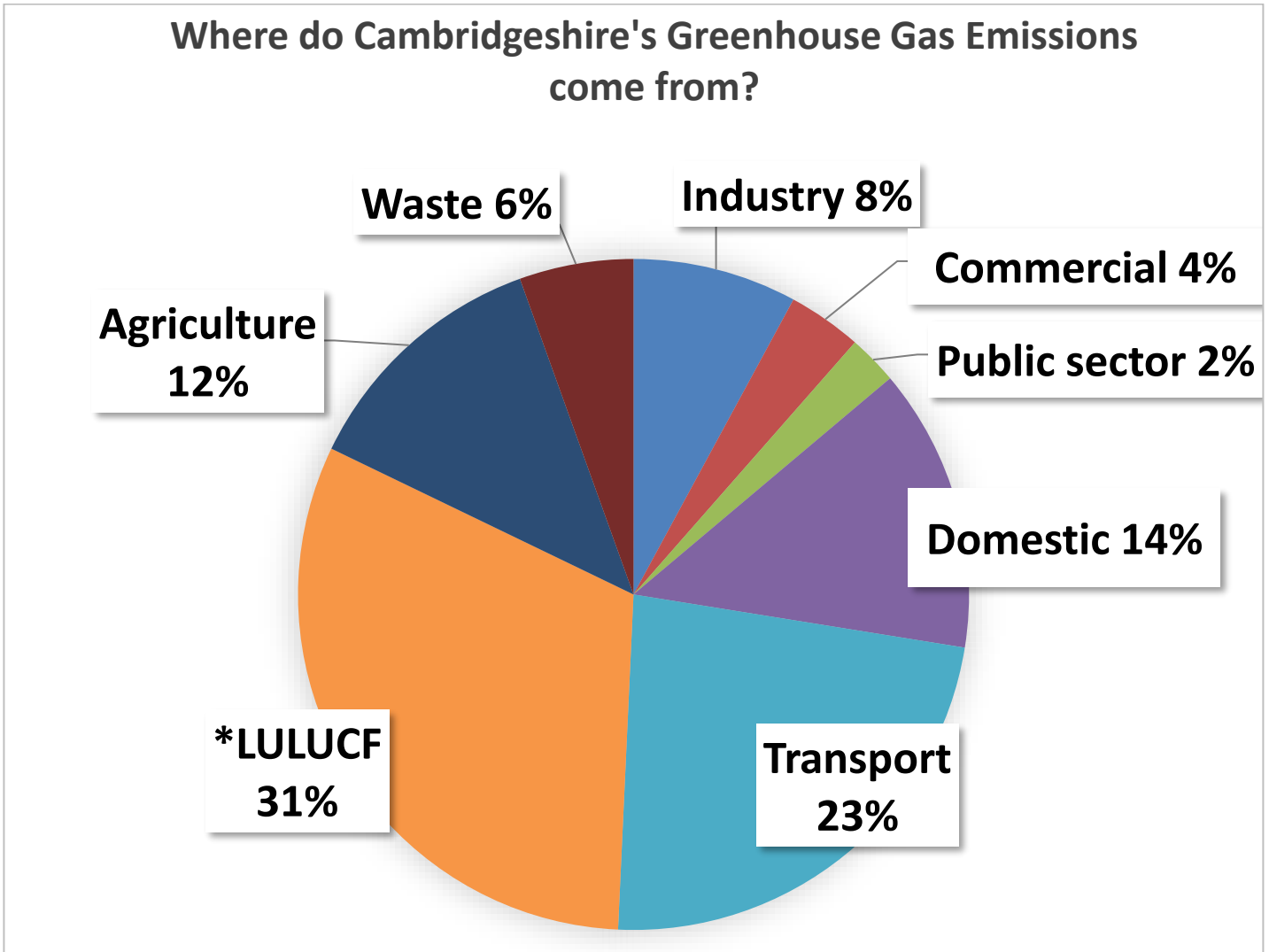
<sup>10</sup> See <https://elymarkets.co.uk/>

## Cambridgeshire’s Carbon Footprint

This section reports on the ‘carbon footprint’ of **Cambridgeshire** as a whole geographical area.

The latest government data shows the carbon footprint for Cambridgeshire was around 6.89million tonnes CO<sub>2</sub>e in 2020 (out of 378MtCO<sub>2</sub>e for the UK as a whole). Whilst still an enormous amount, the Cambridgeshire total is on a falling trajectory, down from 7.60 MtCO<sub>2</sub>e (2018) and 7.30 MtCO<sub>2</sub>e (2019).

The following diagram splits Cambridgeshire’s emissions of 6.89million tonnes CO<sub>2</sub>e (2020) down into various main sectors:



\* Land Use, Land Use Change & Forestry (LULUCF). This sector measures and accounts for emissions and removals of CO<sub>2</sub> from land and forests. See Glossary for more details.

Cambridgeshire’s largest source of emissions therefore came from land use, land use change & forestry (LULUCF) (31%). In fact, Cambridgeshire is the worst performing county in the UK by far under LULUCF, emitting twice as much as the next worst county (Norfolk). Indeed, many counties have a minus LULUCF score, meaning their land absorbs more carbon (such as through trees growing) that it emits, which helps them offset some of their emissions from other sectors.

The reason for Cambridgeshire’s very high LULUCF emissions is simple: high intensity farming, the drying of our peat lands, combined with very low levels of tree cover. Reducing our LULUCF emissions will require significant changes in the way we farm our land.

## East Cambridgeshire’s Carbon Footprint

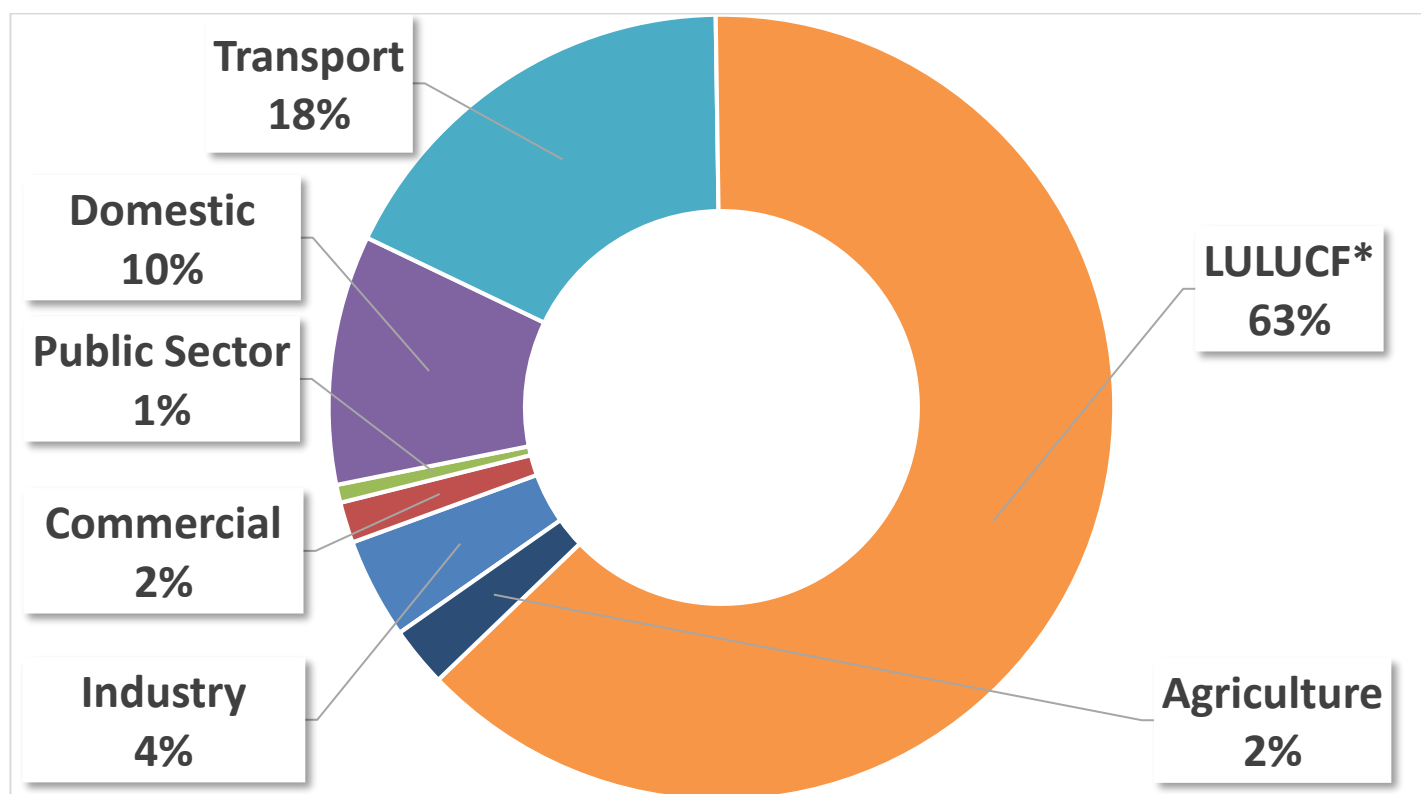
This section reports on the ‘carbon footprint’ of **East Cambridgeshire** as a whole geographical area.

Ideally, the carbon footprint for the geographical area of East Cambridgeshire should comprise all GHG emissions that occur in the area – this includes commercial and industrial sources, domestic homes, transport, agriculture, waste and land use.

However, there is no simple 100% accurate way of calculating a carbon footprint, as it relies on a number of assumptions. The former Government Department for Business, Energy and Industrial Strategy (BEIS) annually has published detailed local authority level CO<sub>2</sub> emissions data. The data is published with a 2 year lag (year x-2), and therefore 2020 (published in the second half of 2022) is the most recent data available<sup>11</sup>, and is set out below.

### East Cambridgeshire (as a District) Emissions (in thousand tonnes of carbon dioxide, ktCO<sub>2</sub>)

Year	Industry	Commercial	Public Sector	Domestic	Transport	Land Use	Agriculture	Grand Total
2020	51.79	20.99	9.23	128.38	220.70	787.99	30.86	<b>1249.94</b>



\*Land Use, Land Use Change & Forestry (LULUCF). This sector measures and accounts for emissions and removals of CO<sub>2</sub> from land and forests. See Glossary for more details.

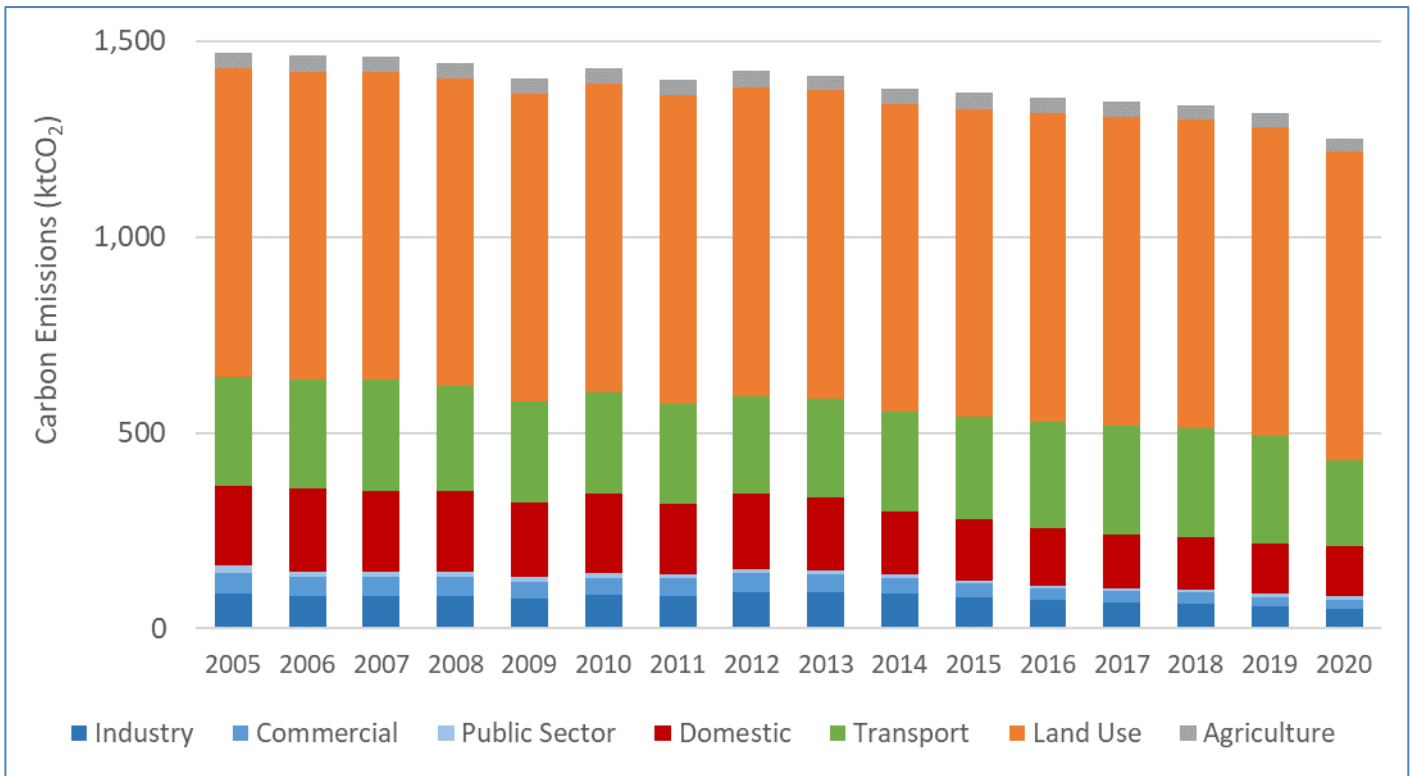
<sup>11</sup> The 2022 released data, for the first time, includes some estimates of methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O) emissions, where previously (i.e. up to 2021) only carbon dioxide (CO<sub>2</sub>) emission estimates were reported. However, as this additional information only provides a partial CO<sub>2</sub>e data, we have decided to continue presenting this data in CO<sub>2</sub> form only in the chart above. In future years, when government data is fully complete, we expect to present the data in full CO<sub>2</sub>e format. If you are interested in knowing, approximately, what a full CO<sub>2</sub>e table would look like, then simply add 20% to each of the figures in the table.

Please also note that, for data released since 2021, BEIS made significant changes to the way it calculates emissions, especially in relation to LULUCF and industry and commercial. As such, the chart above is not comparable to the charts used in our previous 2020-22 Environment Plans, because BEIS has ‘backdated’ its calculations to 2005.

**East Cambridgeshire’s headline carbon footprint:** The headline carbon footprint (CO<sub>2</sub> based only) for East Cambridgeshire in 2020 is therefore **1,250,000,000,000 grams of CO<sub>2</sub> (or 1,250kt CO<sub>2</sub> or 1.25Mt CO<sub>2</sub>)**.

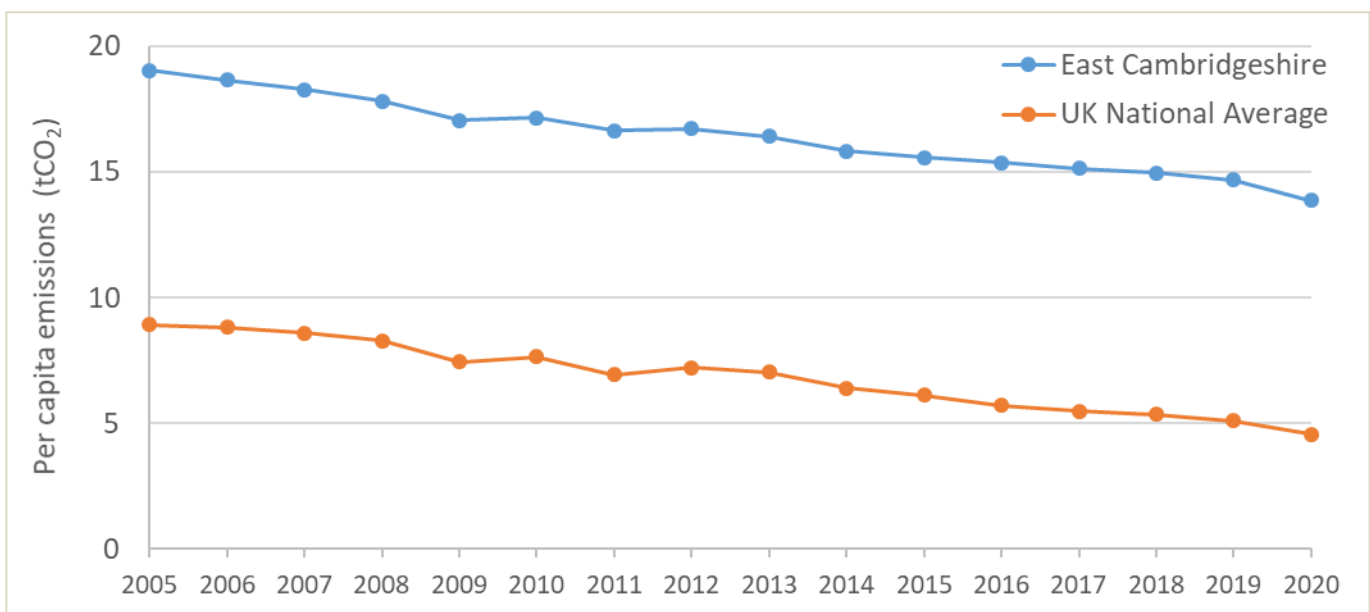
To put that into context, that’s the same amount of emission that a medium sized petrol car would emit if it drove over 4 billion miles in a year, which is over 164,000 laps around Earth.

**Trend lines:** As well as looking at a single year (2020, in the charts on the previous page), it is worth looking at trend lines, to see if things are changing in the more medium term. The two charts below provide data going back to 2005. The first is a breakdown of East Cambridgeshire data, year on year:



**Figure: East Cambridgeshire’s CO<sub>2</sub> emissions by end-user sector, 2005 – 2020 (BEIS, 2022)**

The second chart, below, paints a picture for East Cambridgeshire when comparing ourselves with the national average. It does not paint a positive picture:



**Figure: Per capita emissions for East Cambridgeshire and UK National Average, 2005 – 2020 (BEIS 2022)**

From the two charts on the previous page, three key points arise.

- First, the sheer staggering amount of emissions arising in East Cambridgeshire, with this single **district** producing more emissions than several **countries**<sup>12</sup>.
- Second, is the huge difference, per capita, of emissions in East Cambridgeshire compared with the UK average. In East Cambridgeshire, we emit **nearly three times** as much CO<sub>2</sub> per person (13.86tCO<sub>2</sub> in 2020) compared with the average across the UK (4.56tCO<sub>2</sub> in 2020).
- Third, and perhaps more positive, is the evident trend in East Cambridgeshire (and nationally): **CO<sub>2</sub> emissions are slowly and steadily declining** over the last 15 years, due mainly to the decarbonisation<sup>13</sup> of the electricity grid, albeit the gap between East Cambridgeshire and the UK average remains very similar.

But why does East Cambridgeshire, as a district, perform so poorly, compared with the rest of the UK? The primary reason is our exceptionally high emissions from *land use*. In fact, East Cambridgeshire is the second worst district in the country in terms of land use emissions, with only neighbouring Fenland emitting more from that sector. The reason, of course, is due to our very intensive farming of our peat lands, combined with our very low tree cover – this potent mix releases a lot of carbon from our soils, and there are few trees or wetlands to help capture some of those emissions back. But, it is not just land use that causes our high emissions. Our emissions per person from *transport* are also much higher than UK averages. This is highly likely a consequence of two matters: our rural nature, meaning higher car use and longer distances travelled to access services; and our high levels of out-commuting for work.

*Below: East Cambridgeshire is a great place to grow crops, as this photo just south of Ely demonstrates, but the way we farm our soils releases high levels of emissions into the atmosphere. (ECDC staff photo)*




<sup>12</sup> If East Cambridgeshire was a country, it would not make it within the Top 10 of lowest emitting countries. East Cambridgeshire has more carbon emissions than well-known countries such as Tonga, Samoa and Grenada. See [EDGAR - The Emissions Database for Global Atmospheric Research \(europa.eu\)](https://edgar.eurostat.eu/)

<sup>13</sup> Decarbonisation means reducing the carbon intensity of energy in the national grid, this is achieved by reducing the proportion of fossil fuels and increasing the proportion of renewable energy sources such as solar and wind.


To get to 'net zero' in East Cambridgeshire is going to be extremely challenging. It will require:


- **Fundamental change to land management (c63% of our current emissions)**, by finding ways to use our land that minimises emissions (e.g. when it is farmed) and captures back those emissions where it can (e.g. through trees / wetlands). There are examples of achieving both at the same time, such as through farming of Spagnham Moss<sup>14</sup> - see below.
- **Fundamental change in the way we travel (c18% of our current emissions)**, by reducing our use of petrol/diesel cars and turning to other modes of travel where we can (such as walking, cycling, public transport), and through switching to electric vehicles. Doing fewer travel trips will be important, such as through hybrid office-home working<sup>15</sup> rather than a daily commute.
- **Radical reductions in carbon-sourced energy use in homes and other buildings (c17% of our current emissions)**, by making our homes and buildings more energy efficient, and using renewable energy to power them.

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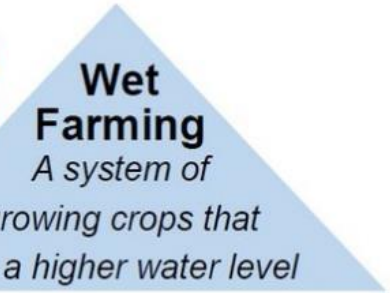


Awarded funds from







**Water Works**  
PEAT PEOPLE SCIENCE



**Wet Farming**  
A system of  
growing crops that  
like a higher water level



**Bedfordshire  
Cambridgeshire  
Northamptonshire**



**Great Fen**

**Paludiculture (Wet farming) is an emerging way of producing crops and resources on peat soils in a truly sustainable way. The benefit of this system is that it allows the peat to stay wet enabling it to store carbon and reduce greenhouse gas emissions<sup>1</sup> something that a conventional farming system cannot achieve on wetland soils.**


As we learn about this wet farming system and suitable crops, the data will increase and knowledge will evolve. The information provided here is current and accurate at the time of writing and presented in good faith.

**Sphagnum Moss (multiple species)**


**Economic reasons** to grow Sphagnum Moss. Established healthy markets exist in the reptile, floristry sectors with sale values varying from around £500 and £200-£250 per m<sup>3</sup> respectively<sup>2</sup>. Current estimates suggest up to 100,000 Cu metres of moss is needed to meet immediate demand. The horticulture sector has potential as a market for sphagnum biomass to be an alternative replacement\* for peat in growing media. Current demand for peat within the UK growing media industry amounts to 2.5 million m<sup>3</sup>. Moss farms are being established in Germany<sup>3</sup> and the Netherlands, following on from the research and development work carried out by Greifswald<sup>4</sup>

**Benefits for Climate Change Control, Peat and Biodiversity**

- ◆ Carbon emission reduction will start after rewetting the peat.



Sphagnum palustre ©Gewoon veenmos, Saxifraga-Hans Boll.jpg



Above: Innovative projects are underway in Cambridgeshire to explore how profitable farming can take place, with reduced carbon emissions. 'Wet Farming' is gaining considerable interest, and could be one way to reduce our emissions here in East Cambridgeshire. The slide above, which looks at Sphagnum Moss, has been extracted from the Great Fen project website<sup>16</sup>

<sup>14</sup> See <https://www.greatfen.org.uk/>

<sup>15</sup> See <https://www.hrmagazine.co.uk/content/news/hybrid-working-can-reduce-carbon-emissions-by-up-to-80>

<sup>16</sup> See <https://www.greatfen.org.uk/water-works>

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## Renewable Energy Generation in East Cambridgeshire

But it is not all bad news in East Cambridgeshire. Whilst our emissions are one of the highest in the UK, on the flip side (and not reflected in the emission statistics) we are also a relatively high producer of renewable energy. According to the latest BEIS data<sup>17</sup> published in November 2022, **East Cambridgeshire** generated 449,691 MWh of renewable electricity in 2021 as follows:

Type of Renewable Energy	MWh generated in 2021
Photovoltaics (PV) solar	124,511
Wind	232
Anaerobic Digestion	105,304
Landfill Gas	0*
Plant Biomass (eg straw burning plant)	219,569
All other possible sources (eg hydro)	0
<b>Total</b>	<b>449,617*</b>

*\*the table above excludes any contribution from Landfill Gas. This is excluded from the BEIS data because according to BEIS "there was some generation [of Landfill Gas] but it has been suppressed to prevent the output of individual plants being revealed" i.e. if the data was released, it would be commercially sensitive. Nevertheless, using historical data we have, the figure is likely to be less than 5,000MWh or around 1% addition to the total district renewable energy production.*

On a per household basis, it means an average of just under 13MWh of renewable electricity is produced per household in East Cambridgeshire. On the basis that a typical household uses around 4MWh per year (though this of course varies considerably from home to home), the amount of renewable energy generated in the district would power three times more than the homes we have. Of course, this statistic excludes other major electricity users in the district, such as businesses and public buildings, but nevertheless demonstrates that the district is a significant generator of renewable electrical energy (indeed, it is the highest in Cambridgeshire, and one of the highest in the UK on a per household basis).



*Above: A commercial scale wind turbine. Other than a few very small domestic turbines, you will not find a large turbine like the one in this photo in East Cambridgeshire. However, there are plenty of other forms of renewable energy being produced in the district, such as via solar panels.*

<sup>17</sup> See <https://www.gov.uk/government/statistics/regional-renewable-statistics>



That said, the use of electricity in the district of East Cambridgeshire only contributes a small fraction (probably less than 5%) towards our total CO<sub>2</sub> emissions. Thus, whilst having a high level of renewable energy produced in the district is, in principle, a good thing, even if we generated enough electricity to power the electricity currently used in every home, business and other building in the district, it would only reduce our district wide carbon footprint by around 5%.

**What we need to do is reduce our other c95% of emissions (from petrol, diesel, oil and the way we manage our land) and switch more and more of our power use towards renewable-generated electricity.**

## Are you looking to reduce your home energy consumption?

If you are, a good starting point would be to look at our new Action on Energy Cambridgeshire website at:

<https://www.actiononenergycambs.org/>



## East Cambridgeshire District Council's Carbon Footprint

### Introduction

The previous sections, looking at **Cambridgeshire** as a whole and **East Cambridgeshire** as a whole, used data collected and published by other parties. In this section, we look just at **East Cambridgeshire District Council**, as an organisation.



## East Cambridgeshire District Council

To work out the carbon footprint of an individual company or organisation, like East Cambridgeshire District Council, then a lot more data collection and analysis is required to determine a robust carbon footprint.

The starting point for carbon management is to accurately establish the emissions baseline. The scope of the baseline includes the required types and sources of emissions over a defined timescale. The baseline is a fixed point against which a reduction target can be set and future performance monitored. **Our baseline was set as emissions arising in 2018/19** (details below).

### Methodology - Calculation Process

To calculate CO<sub>2</sub>e emissions arising, it is necessary to convert the 'raw' data (such as kWh of electricity used) into CO<sub>2</sub>e emissions. This process is relatively straightforward, using what are known as 'conversion factors'. The carbon conversion factors used for this Environment Plan are the UK Government published carbon conversion factors for 2021-22<sup>18</sup>.

The Council will use the relevant conversion factors for the financial year being reported each time it updates this Plan or reports on its carbon footprint. Generally speaking, a good example of where the conversion factor can change each year is UK electricity, which is on a downward trend, due to the increasing renewables feeding into the national grid.

### Methodology - Emissions Reporting Boundary

The Council is reporting on emissions within its operational control boundary, following the Greenhouse Gas (GHG) Protocol reporting standards<sup>19</sup>.

Defining the organisational boundary involves establishing which activities and functions are counted (or 'in scope') for the purpose of determining the Council's overall emissions, and by default what activities and functions are not counted ('out of scope'). This stage of the process involves reviewing the Council's operations to determine activities that give rise to carbon emissions.

Emissions, and their associated activities, are reported across three different scopes as follows:

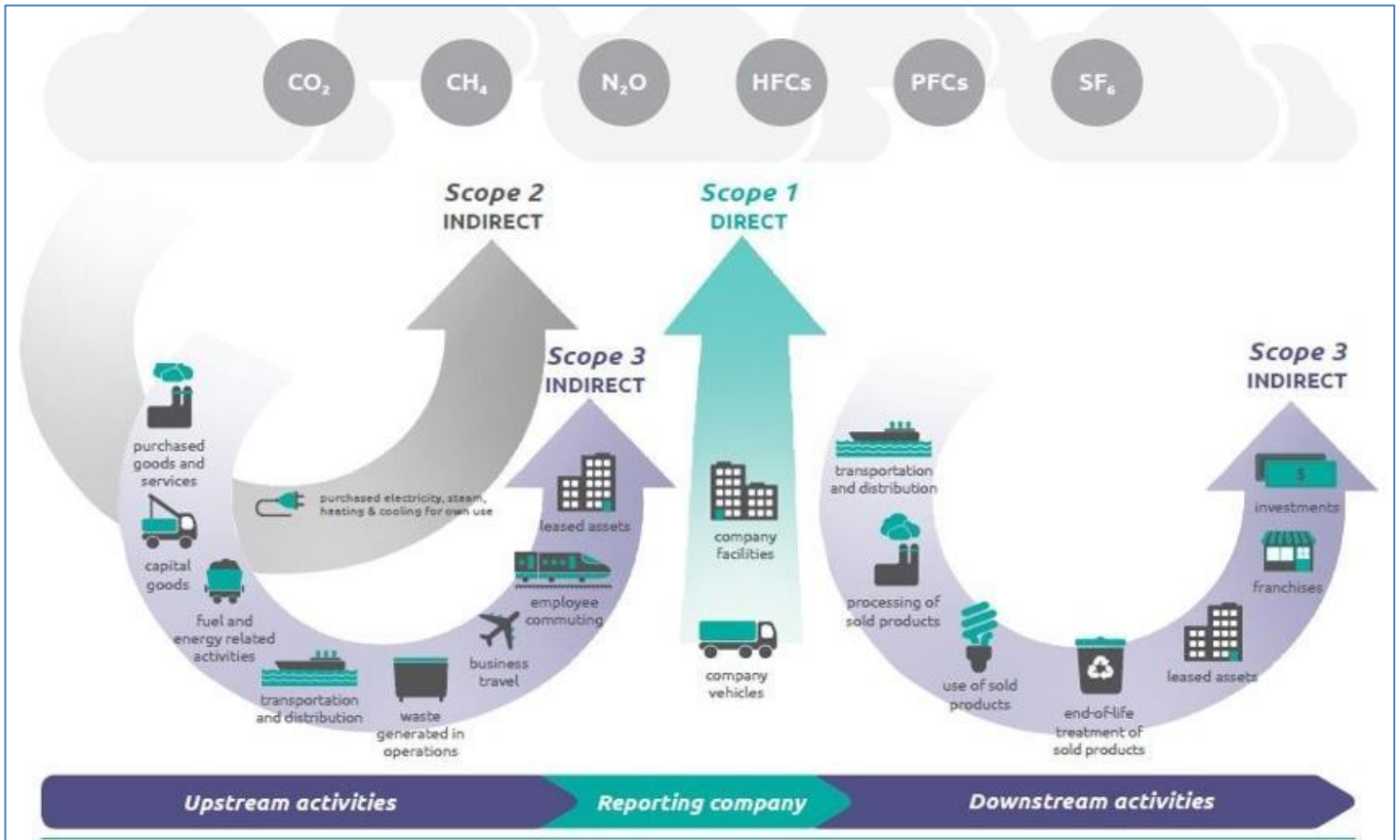
- Scope 1** Direct emissions from Council controlled or owned sources
- Scope 2** Indirect emissions from the generation of purchased energy used by Council
- Scope 3** Indirect emissions associated with the value chain of the Council, both upstream into the Council and downstream out of the Council

<sup>18</sup> Government conversion factors for company reporting of greenhouse gas emissions, <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>19</sup> Greenhouse Gas Protocol, <https://ghgprotocol.org/corporate-standard>

Scope 1 and 2 emissions are generally considered to be areas that an organisation has a high degree of control over and can therefore reduce the resultant emissions significantly, if not completely. Scope 3 are considered to be indirect emissions that an organisation cannot directly control and therefore the ability to reduce emissions is far more challenging.

**Below: Overview diagram of GHG Protocol scopes and emissions for a company/organisation**



Source: [https://ghgprotocol.org/sites/default/files/standards/Corporate-Value-Chain-Accounting-Reporting-Standard\\_041613\\_2.pdf](https://ghgprotocol.org/sites/default/files/standards/Corporate-Value-Chain-Accounting-Reporting-Standard_041613_2.pdf), page 5.



Above: The emissions arising from any vehicle owned and operated by the Council, such as its refuse collection vehicles like the one pictured left, are classed as a 'scope 1' emission. This is because the Council has direct control over the use of the vehicle and the fuel it consumes. It is therefore fully responsible for the emissions which arise. Those emissions contribute towards the Council's overall carbon footprint.

The review process has determined that it is appropriate to include the following sources ('in-scope'):

Scope	Activities typical to an office-based organisation	Identified Council emission sources
1	<b>Stationary</b> Production of electricity, heat or steam	<ul style="list-style-type: none"> <li>• Gas used in Council Offices e.g. The Grange</li> <li>• Gas used in buildings operated by the Council e.g. E-Space North</li> </ul>
1	<b>Mobile</b> Transportation of raw materials / waste	<ul style="list-style-type: none"> <li>• Travel in cars, vans and heavy goods vehicles operated by the Council</li> </ul>
1	<b>Fugitive</b> Hydrofluorocarbons (HFC) emissions during use of refrigeration and air-conditioning equipment	<ul style="list-style-type: none"> <li>• Air conditioning used in Council Offices e.g. The Grange</li> </ul>
2	<b>Stationary</b> Consumption of purchased electricity, heat or steam	<ul style="list-style-type: none"> <li>• Electricity used in Council Offices e.g. The Grange, Portley Hill Depot</li> <li>• Electricity used in Council owned street and car park lighting which also includes road signs and illuminated bollards</li> <li>• Electricity used in business facilities operated by the Council e.g. E-space North, E-space South</li> <li>• Electricity used in public facilities operated by the Council e.g. Ely Market Square, Jubilee Gardens</li> </ul>
3	<b>Stationary &amp; Process</b> Production emissions from purchased materials	<ul style="list-style-type: none"> <li>• Purchased materials – <b>Excluded (see below)</b></li> </ul>
3	<b>Mobile</b> Transportation of raw materials / products / waste, employee business travel, employee commuting	<ul style="list-style-type: none"> <li>• Staff business travel and accommodation</li> <li>• Employee commuting – <b>Excluded (see below)</b></li> <li>• Supply and treatment of water used in Council Offices e.g. The Grange</li> <li>• Supply and treatment of water used in public facilities e.g. Public toilets</li> <li>• 'Well to tank' (this being emissions arising from the production, transportation, transformation and distribution of fuel before it reaches the vehicle that actually uses the fuel)</li> </ul>

**Table above: Identified Council-related emissions in relation to typical GHG emissions for service sector / office based organisations**

## Methodology - Excluded Emissions

In addition to the sources detailed above, there are other emission causing activities that the Council holds insufficient detail to accurately measure.

These are listed below (taken from and defined in the GHG Protocol as ‘scope 3’ emissions) and are as follows:

<b>Category 1</b>	Purchased goods and services
<b>Category 2</b>	Capital goods
<b>Category 7</b>	Employee commuting
<b>Category 8</b>	Upstream leased assets
<b>Category 9</b>	Downstream transportation and distribution
<b>Category 13</b>	Downstream leased assets
<b>Category 15</b>	Investments

It is not unusual for certain activities to be categorised as ‘out of scope’. However, over time, the Council intends to make as many of these areas as possible ‘in scope’, therefore taking even greater responsibility for emissions arising, even where direct control is not present. Of purchased materials, for example, paper is likely to be an early candidate for bringing ‘in scope’, due to reliable data for the carbon impact of paper use becoming available. We think, for example, that we emit around a further 3.5 tonnes of CO<sub>2</sub>e from our paper consumption (700,000 sheets consumed) which is not reported in the figures below, but we need to understand these emissions in greater detail to ensure a robust figure can be reported. We will aim to do that for the 2022-23 monitoring year (Environment Plan 2024). Employee commuting may be another area we could attempt to quantify scope 3 emissions arising.

## Methodology - Data Collection

The energy data used to calculate the carbon footprint is gathered from different sources, for example invoices received by the Council, annual energy statements from utility providers and property services. Work continues to ensure that this data is robust and systems are in place to ensure ongoing timely and accurate collection of such data.

<b>Emissions Source Type</b>	<b>Data Source</b>	<b>Data Quality / Estimation techniques</b>
<b>Gas consumption</b>	Energy invoices from different suppliers, meter readings	Where estimations have been used records are held with source data. Methods include: Annualising consumption or average data calculated using bookended data
<b>Heating oil</b>	Energy invoices from different suppliers	Annualising consumption where required
<b>Refrigerants</b>	Service invoices for air conditioning units	Annualising consumption where required
<b>Fleet vehicles</b>	Fuel purchased and vehicle log books	Annualising consumption where required
<b>Electricity</b>	Energy invoices from different suppliers, meter readings	Where estimations have been used records are held with source data. Methods include: Annualising consumption or average data calculated using bookended periods

<b>Water supply &amp; disposal</b>	Energy invoices from different suppliers	Annualising consumption where required
<b>Waste</b>	Waste collection reports	Annualising consumption where required
<b>Staff business travel</b>	Staff mileage claims, fuel purchased and vehicle log books.	Annualising consumption where required
<b>Hotel Stays</b>	Staff claim forms	N/A

**Table: Source of data by emissions source**

### The Council's Carbon Footprint 2021-22 – a summary

The carbon footprint of East Cambridgeshire District Council (as an organisation) has been calculated in line with the UK Government's Environmental Reporting Guidelines for Voluntary Greenhouse Gas Reporting<sup>20</sup>.

The baseline carbon footprint (using data for the financial year 1 April 2018 to 31 March 2019), as set out in our Environment Plan 2020, resulted in a **baseline carbon footprint for the Council for 2018-19 of 1,317 tonnes of CO<sub>2</sub>e**.

For this fourth Environment Plan, of June 2023, it is estimated that the measurable carbon footprint for the Council in 2021-22 (i.e. to April 2022) as being **1,204 tonnes of CO<sub>2</sub>e**. Thus, in headline terms, the Council's carbon footprint has seen **an overall 8.6% decrease** in its gross emissions between 2018-19 and 2021-22.

The change in emissions from baseline to present year is summarised in the table below:

	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
Scope 1: Direct emissions	839	871	892	843
Scope 2: Indirect emissions	164	120	95	95
Scope 3: Other Indirect emissions	314	325	254	266
<b>Gross emissions total</b>	<b>1,317</b>	<b>1,315</b>	<b>1,241</b>	<b>1,204</b>

**Table: East Cambridgeshire District Council emissions by scope, 2018-19 to 2021-22, in tCO<sub>2</sub>e**

### The Council's Carbon Footprint 2021-22 – in more detail

A detailed breakdown of all the Council's emissions is set out below (note: 'well-to-tank' is listed as a separate row, but is a direct consequence of fuel used by the Council, and therefore primarily arises from the fuel consumed by its fleet vehicles).

<b>Scope 1 (tCO<sub>2</sub>e)</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
Gas Consumption	63.7	71.0	81.6	74.6
Heating Oil	*	*	17.8	18.4
Refrigerant gases	9.7	*	*	*
Fleet Vehicles	765.4	800.1	792.5	750.2
<b>Scope 1 Total</b>	<b>838.8</b>	<b>871.1</b>	<b>891.9</b>	<b>843.2</b>

<sup>20</sup> These reporting guidelines are based on internationally-recognised standards from the World Resources Institute and World Business Council for Sustainable Development: the GHG Protocol Corporate Accounting and Reporting Standard, and the GHG Protocol Scope 3 standard.

Scope 2 (tCO2e)	2018-19	2019-20	2020-21	2021-22
Electricity	152.5	118.3	86.5	86.3
Street Lighting	12.0	1.4	8.7	8.7
<b>Scope 2 Total</b>	<b>164.5</b>	<b>119.7</b>	<b>95.2</b>	<b>95.0</b>

Scope 3 (tCO2e)	2018-19	2019-20	2020-21	2021-22
Water and sewerage	7.1	7.5	8.1	5.9
Waste generated in operations	0.5	0.6	0.6	0.6
Business travel	81.9	84.7	24.0	41.8
Transmission & Distribution	14.0	10.2	10.2	8.2
Well-To-Tank (see text box below)	210.0	221.7	210.7	209.6
<b>Scope 3 Total</b>	<b>313.5</b>	<b>324.7</b>	<b>253.5</b>	<b>266.2</b>

Totals	2018-19	2019-20	2020-21	2021-22
<b>Gross emissions (Tonnes CO2e)</b>	<b>1,316.9</b>	<b>1,315.5</b>	<b>1,240.7</b>	<b>1,204.4</b>
i.e. emissions arising using a <u>location-based</u> reporting method for our electricity use**				
<i>Renewable energy electricity tariff</i>			-87.5	-87.2
<b>Net emissions (Tonnes CO2e)</b>	<b>1,316.9</b>	<b>1,315.5</b>	<b>1,153.2</b>	<b>1,117.1</b>
i.e. emissions arising using a <u>market-based</u> reporting method for our electricity use**				

\*Date gaps exist for these boxes, and therefore cannot be reported

\*\*see commentary under next section entitled 'Market-based and Location-based Reporting' for an explanation  
**Table: East Cambridgeshire District Council emissions by scope and type, 2021-22, in tCO2e**

### **What is 'well to tank'?**

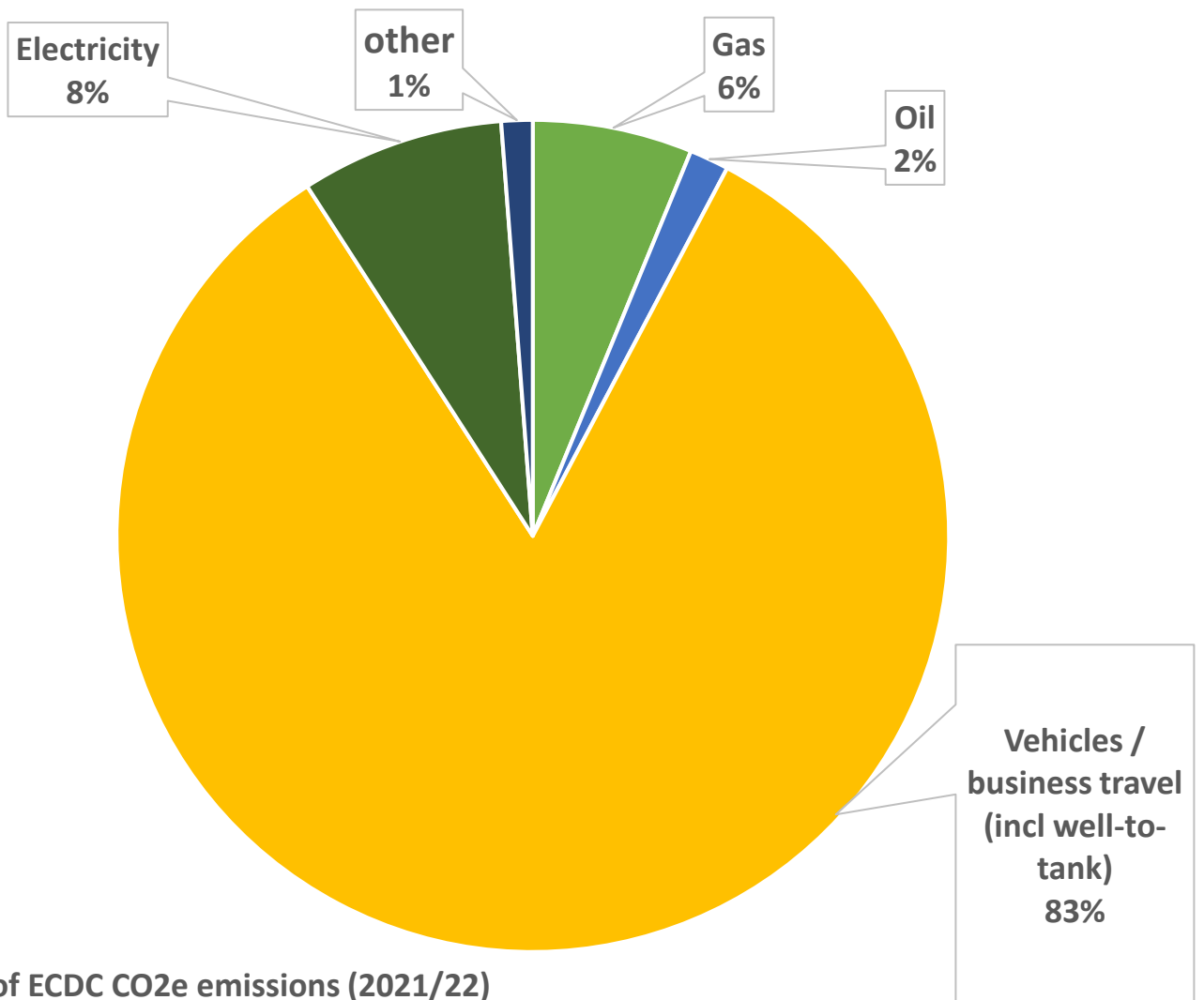
*These are all the Greenhouse Gas emissions arising from the production, transportation, transformation and distribution of the fuel used to power a vehicle. Therefore, when you fill up your car **tank** with petrol or diesel, emissions don't just occur when you use that fuel to drive your car; a large volume of emissions will have already occurred getting the fuel from the oil **well** to the petrol station in the first place! These are **well to tank** emissions.*

On the next page, we summarise the source of our emissions, which highlights how the vehicles we use dominate our overall emission levels, whilst our buildings contribute far less through the gas and electricity they consume.

### Did you know?

East Cambridgeshire District Council purchases the electricity it uses in The Grange via a 'Pure Green' electricity tariff. Pure Green is electricity that comes from 100% renewable sources such as solar, wind and hydro, but does not include biomass.

More details: <https://www.espo.org/amfile/file/download/file/57951/product/39737/>



Source of ECDC CO2e emissions (2021/22)



## Market-based and Location-based Reporting

As set out in the above tables, around 7% of the Council's CO<sub>2</sub>e emission come from 'scope 2' activities. In simple terms, in our case, these are emissions arising from the electricity the Council uses. When we calculating the Council's headline carbon footprint, **we are reporting these scope 2 emissions on a location-based method basis**, which means those emissions are calculated using the average emissions intensity of the national grid. We think this is the fairest and most honest way of reporting our true emissions. Indeed, Government (in its 2019 'Environmental Reporting Guidelines'<sup>21</sup>) make it clear that, whilst not compulsory,

*“Organisations are encouraged to use location-based grid average emission factors to report the emissions from electricity, including those consumed from the grid.”*

However, an alternative way of reporting our scope 2 (i.e. electricity) activities is on a **market-based method basis**. Such a method takes account of the contractual basis of where we buy electricity from. The Council's electricity tariffs are almost entirely on a 100% renewable energy contract basis (a few of our isolated street lighting contracts are not, for example), and therefore under the market-based method, our scope 2 emissions would be almost eliminated entirely. This would reduce our total emission (i.e. our carbon footprint) by around 6%.

Some Councils and other organisations that are on 100% renewable energy tariffs are choosing to use this 'market-based' method to report their emissions, and consequently are claiming a lower carbon footprint than they would do so if they reported under the 'location-based' method. East Cambridgeshire District Council has chosen not to do so, for one simple reason. By reporting on a market-based method, that organisation doesn't actually reduce the net emission of itself or the country as a whole; it simply means another organisation uses a greater share of 'dirtier' electricity than otherwise would be the case, because the organisation using the 'market-based' method is in effect making the rest of the national grid, which is shared with everyone else, more carbon intensive. In fact, if an organisation which is on a 100% renewable energy tariff reports only on a market-based method basis, there is no incentive for that organisation to reduce its electricity use at all, because it would already be set at 0 tonnes CO<sub>2</sub>e emissions.

Again, Government gives advice in the aforementioned Guidelines, as follows:

*“Where organisations have entered into contractual arrangements for renewable electricity and wish to reflect a reduced emission figure based on its purchase, this can be presented in the relevant report using a “market-based” reporting approach. It is recommended that this is presented alongside the “location-based” grid-average figures.”*

Put another way, market-based reporting alone is arguably a misleading way of trying to claim a lower carbon footprint than would otherwise be the case under the location-based method. If market-based reporting is to be reported at all, it should, according to Government, be alongside location-based reporting. This is how we have reported it in the 'totals' table on the previous page.

Overall, whilst it is important that East Cambridgeshire District Council does operate a renewable energy tariff for its electricity supply, because that will generate investment in renewables across the country, the Council is not headlining its carbon footprint calculations on that basis. Instead, it prefers, in line with Government guidance, to headline its reporting of emissions using the location-based reporting method. However, the above commentary helps explain how we present our data in the most transparent and accurate way possible.

<sup>21</sup> See [Environmental reporting guidelines: including Streamlined Energy and Carbon Reporting requirements - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/environmental-reporting-guidelines-including-streamlined-energy-and-carbon-reporting-requirements)

## The Council's Carbon Footprint 2021-22 – our biggest emitter

To get to 'net zero' emissions as quickly as possible, it is essential the Council understands what its biggest emitters are, and then target those areas first if practical to do so. Our detailed data collection, as summarised above, helps us to do this.

By far the largest single contributing area is a consequence of the Council's 'fleet vehicles' i.e. the vehicles it uses for waste collection, maintaining our parks and open spaces, general maintenance of our properties and land, and any lease vehicles, and especially so once 'well to tank' is factored in.

Breaking down the Council's 'fleet vehicles' data further, the Council's waste collection vehicles were the primary source of emissions arising. Those refuse vehicles consumed 259,440 litres of diesel in 2021-22 and emitted around 810 tCO<sub>2e</sub> (when 'well to tank' is factored in), and are therefore responsible for over two-thirds of the Council's entire emissions.

### ***Did you know?***

*Two thirds of the Council's entire carbon footprint arise from one source: **our waste collection vehicles**. The best way to make significant emission reductions, therefore, is to target action on those vehicles. We will do this by starting to switch to low carbon fuel in our waste collection vehicles from 2024.*

## How can you help us reduce emissions from our waste collection vehicles?

Collecting your recycling and waste material is one of the most important services we provide to every resident in East Cambridgeshire.

To help us reduce the carbon footprint of collecting your recycling and waste, we would be most grateful if you could:

- place the correct bin or bag out for collection before 7am on your collection day but not before 6pm the night before.
- place the correct bin or bag where your property meets the boundary or at the agreed collection point.
- ensure all your recycling and waste is in the correct container.

By doing all of the above should mean we avoid having to do repeat or wasted journeys to your property, which will help minimise the miles our vehicles have to travel.

By reducing the miles travelled, we reduce our greenhouse gas emissions, which will benefit both the climate and our local air quality.

Thank you!

### ***Did you know?***

*You can further reduce the amount of waste by using additional recycling points in the District (e.g. plastic bags and film bins at the supermarket). You can find out more by checking our recycling A-Z on our website: [www.eastcamb.gov.uk/east-camb-street-scene/waste-collections-and-street-cleansing](http://www.eastcamb.gov.uk/east-camb-street-scene/waste-collections-and-street-cleansing)*

### 3. Carbon Emissions Overall Target and Interim Targets

#### Introduction

East Cambridgeshire District Council recognises the urgency to reach net zero as soon as possible, and acknowledges that deep, early cuts to emissions is needed.

We now recognise that our original target, set way back in 2019, of ‘exploring’ the ‘feasibility of reaching net zero carbon emissions by 2050’<sup>22</sup> was not ambitious enough.

In June 2021, the Council’s net-zero target was brought forward by 10 years to 2040, supported by a series of interim emission reduction targets by 2025/26, 2030/31 and 2035/36.

But, for this June 2023 Environment Plan, we think we must set even more ambitious targets. And we believe we can deliver on these.

#### New Targets for a New Administration

Our new, and more ambitious, headline targets are:

- A 40% reduction<sup>23</sup> in our net CO<sub>2</sub>e emissions by 2025/26
- An 80% reduction in our net CO<sub>2</sub>e emissions by 2030/31
- A truly net zero Council by 2035/36



<sup>22</sup> Our original target was set in October 2019, when the Council agreed that it “will explore and consider...measures required and feasibility of reaching net zero carbon emissions by the Council by 2050”

<sup>23</sup> Each target is compared with 2018/19 baseline emissions

## How will we achieve a 40% reduction in our net annual CO<sub>2</sub>e emissions by year 2025/26?

By 2021/22, three years after establishing our baseline emissions of 1,316.9 tonnes CO<sub>2</sub>e in 2018/19, the Council had managed to achieve modest cuts in its emissions, but we need to now speed the cuts up to address a recognised climate emergency. Therefore, we now think a further 30% cut is needed, and achievable, by 2025/26, on top of the near 10% cut in emissions achieved so far.

We will achieve a 40% (c520 tonnes CO<sub>2</sub>e) reduction from our 2018/19 baseline by:

- Targeting our biggest emitter, our refuse collection vehicles, much sooner than was previously planned. We think it is possible to reduce emissions arising from our refuse collection vehicles by c400 tonnes CO<sub>2</sub>e per annum by 2025/26 at the latest, by using low carbon fuel and more efficient collection rounds.
- Installing PV solar panels on our buildings, thereby increasing the use of renewable energy and reducing electricity we source from the national grid. We think it is possible to reduce our emissions from electricity sources by up to c75 tonnes CO<sub>2</sub>e per annum.
- Reducing business miles travelled by our staff, through use of video conferencing and more efficient coordination of site visits. This could save up to c50 tonnes CO<sub>2</sub>e every year.
- Wider efficiency savings, helped by widespread staff and councillor awareness raising and carbon literacy training. This could save up to c50 tonnes CO<sub>2</sub>e each year.

## How will we achieve an 80% reduction in our net CO<sub>2</sub>e emissions by year 2030/31?

We need to make deep cuts to our emissions, and as quickly as possible. We think an 80% reduction is both necessary and feasible by 2030/31.

We will achieve an 80% (additional c520 tonnes CO<sub>2</sub>e) reduction by:

- Further targeting our fleet vehicles when they reach end of life, so most, if not all, are powered by low carbon means, with some being electric charged vehicles. This should see a further c250 tonnes CO<sub>2</sub>e reduction.
- Further investment in renewables, resulting in a very low emission output from the electricity we use, saving a further c50 tonnes CO<sub>2</sub>e.
- Ending all use of heating oil (c20 tonnes CO<sub>2</sub>e saving) and gas use (c50 tonnes CO<sub>2</sub>e saving).
- Further widespread efficiency savings, targeting another c150 tonnes CO<sub>2</sub>e savings each year.
- Should any of the above fail to materialise, or potentially in addition to all above, we may undertake some form of carbon offsetting programme, through, for example, tree planting and/or improved land management. This could be directly (i.e. on our own land, existing or purchased) or through a partner landowner. Such offsetting will aim to be locally based in East Cambridgeshire, and will be required to have a secondary benefit of boosting nature conservation on such land. However, offsetting is seen as a 'last resort', and cutting emissions in the first place remains the priority.

## How will we achieve a truly net zero council by year 2035/36?

The UK government has set a legally binding target of being 'net zero' by 2050. We think the emergency needs addressing sooner than that, and are targeting being net zero, as an organisation, by 2035/36, a full 15 years sooner than we previously agreed.

We will become a net zero Council (requiring an additional c160 tonnes CO<sub>2</sub>e reduction) by:

- Having electric only fleet vehicles, charged by renewable energy, saving a further c100 tonnes CO<sub>2</sub>e
- Further investment in renewables, producing at least as much renewable energy as we consume, over a year, and potentially having storage batteries if we produce excess renewable energy. This should save a further c25 tonnes CO<sub>2</sub>e. (*Note: our total volume of electricity will actually increase substantially by 2035/36, compared with baseline year 2018/19, as it will replace gas, diesel, oil and petrol use. However, due to our own renewable energy production and the near decarbonisation of the national grid, we should be in a position whereby our emissions via electricity use are virtually eliminated.*)
- No fossil fuel (gas, diesel, oil and petrol) mainstream use across our estate. There will likely be some very limited use of fossil fuels, such as vehicle/machine lubrication oil, unless vegetable based solutions become available.
- If not already done so, probably having some form of carbon offsetting programme (see description in the 2030/31 targets), especially to account for our increased 'scope 3' emissions that we will be reporting by this time (e.g. the emissions arising from the things we buy, such as a laptop or paper, as and when such emissions data becomes more readily available). Offsetting is a last resort, but can be used as a final step to net-zero.

For a description of the risks and challenges in meeting our various targets, please see Appendix 1.

*Below: Newly installed solar PV panels on ECDC's E-Space North (Littleport) office building [ECDC photo]*



## ***Should I buy an electric car to help the environment?***

This is not an easy question to answer! It depends whether you already have a car, what age it is, what you want a new car for and how it will be charged.

For example, it is important to factor in the full emission lifecycle of a vehicle. Getting rid of a perfectly useable vehicle 'early' (i.e. before end of life), in order to switch to a low carbon vehicle, could arguably be a counter-productive measure from an emissions point of view due to the huge embodied carbon (see glossary) in a new vehicle. This is because the embodied carbon in a vehicle can be similar to, and sometimes greater than, the carbon emissions emitted in the entire operating life of a vehicle.

The calculations are complex, but to minimise the overall emissions arising from the lifecycle of a vehicle, the vehicle purchased should be as small as is necessary to achieve the task it is needed for (it will then have a smaller embodied carbon content arising from its manufacturing), be used for as long as possible (and shared with other users would be even better) and be driven efficiently.

A new electric vehicle actually has a significantly higher embodied energy content than a new non-electric car, due to the emissions arising from manufacturing the battery. However, over the lifetime of the two vehicles, the electric car should outperform the non-electric car for total emissions arising.

The worst option is to: (a) purchase a vehicle that you don't really need; (b) purchase an oversized vehicle; and/or (c) not use the vehicle to its full potential before it is beyond repair/written off.

Best of all would be to not buy a vehicle at all, or borrow / share one when strictly necessary. But if you are at a stage when you need to buy a new vehicle, and you can afford one, then choosing an electric vehicle will likely be the best option for the environment. If you do so, try to charge it when national energy demand is low (e.g. at night) and/or when national renewable energy production is high (i.e. windy/sunny days).

*Below: testing newly installed EV charging points at Barton Rd carpark, Ely. These should be fully operational over summer 2023 [ECDC staff photo]*



## 4. Biodiversity and the Natural Environment

### Introduction – the stark facts

Humans are an incredibly successful species. Sadly, our success has come at a high cost for our natural environment.

Human activity has altered 75% of the earth's surface. In East Cambridgeshire, it is arguably 100%.

As a consequence of how we have altered the earth's surface, 1 million animal and plant species are threatened with extinction. The global biomass of wild animals has plunged by 82%.

Closer to home, East Cambridgeshire is one of the least biodiverse places in the country.

**Overall, in the last 50 years, over two-thirds of all global biodiversity populations have been lost. We only have one third left.<sup>24</sup>**

### ***Did you know: Domesticated animals far outstrip wild animals***

*Humans and their domesticated animals account for 96% of global mammal biomass. Just 4% is reserved for wild mammals. The biomass of poultry for human consumption is three times greater than that of all wild birds combined.*

### ***Declining Wild Bird Numbers***

*Have you ever wondered why you don't see many Greenfinches anymore? Between 2008-2018 their populations have declined 67% in the UK. They now find themselves on the UK's 'red list' of 70 bird species with the highest conservation concern. The 'red list' is updated approximately every 6 years, the last being in 2021: <https://www.rspb.org.uk/globalassets/downloads/bocc5/bocc5-report.pdf>.*

*UK farmland birds have also suffered greatly. For example, Corn Bunting, Grey Partridge, Turtle Dove and Tree Sparrow have all declined by at least 90% since 1970. They also find themselves on the 'red list'.*

*On our doorstep, the Ouse Washes is famous for overwintering birds, such as the Bewick's Swan, with the Ouse Washes being home to their largest roost in Europe. Sadly, UK-wide, overwintering populations are down 88% between 1993-2018. On the Ouse Washes, 946 Bewick's were recorded over winter 2022/23, down from many thousands only a decade or so ago. The Bewick's Swan also finds itself on the 'red list'. See <https://www.wwf.org.uk/wetland-centres/welney/news/bewicks-swans-at-welney-winter-2023/>*

### Why does it matter?

Our nature environment provides numerous benefits to people and communities' humanity, many of which are fundamental to our lives. It enables the food we eat to grow, clean air to breathe and water to drink. We also, of course, derive huge cultural, mental health and wellbeing benefits from the natural environment all around us. If we harm nature, we are harming us, harming our quality of life. Appendix 2 sets out more details on the benefits of nature, if you are interested to learn more.

<sup>24</sup> For a summary see <https://www.bbc.co.uk/newsround/63228555>; For further details, see <https://www.wwf.org.uk/press-release/living-planet-report-2020>

## How is the natural environment performing in East Cambridgeshire?

We have an incredibly mixed picture, here in East Cambridgeshire.

On the one hand, we host several internationally important wildlife sites. Examples of such sites include three wetland-based Ramsar <sup>25</sup> sites (the Nene Washes, Great Ouse Washes and Chippenham Fen), a number of Special Areas of Conservation (SACs)<sup>26</sup> including part of Fenland SAC, and also Special Protection Areas (SPAs)<sup>27</sup>, such as the Ouse Washes.

We also have a number of nationally important Sites of Special Scientific Interest (SSSI) including Devil's Dyke, Fordham Woods and Ely Pits and Meadows.

*Below: Ely Pitts and Meadows SSSI [ECDC photo]*



But on the other hand, the vast majority of East Cambridgeshire (and Cambridgeshire as a whole) has been massively depleted of nature as a consequence of human land management, mostly for farming purposes.

For example, East Cambridgeshire has only 5.2% tree cover, and finds itself in the bottom 10 districts across the country for tree cover. Across Cambridgeshire, only 8.5% of land is recognised for nature purposes, which is about half the national average.

### Hope for the Future

But there is hope. Scientists agree that nature has the ability to heal itself, if only we let nature back in. We can't keep shutting the door, and shutting out nature. Otherwise, what remains of biodiversity will be reduced further and further, to the point it will not be able to recover.

<sup>25</sup> Ramsar Sites are wetlands of international importance that have been designated under the criteria of the Ramsar Convention on Wetlands for containing representative, rare or unique wetland types or for their importance in conserving biological diversity. See <https://jncc.gov.uk/our-work/ramsar-convention/>

<sup>26</sup> SACs are internationally important high-quality conservation sites that will make a significant contribution to conserving the habitats and species identified in Annexes I and II, respectively, of [European Council Directive 92/43/EEC](https://jncc.gov.uk/our-work/european-council-directive-92/43/EEC) on the conservation of natural habitats and of wild fauna and flora.

<sup>27</sup> SPAs are internationally important and protected areas for birds <https://jncc.gov.uk/our-work/special-protection-areas/>



## What can East Cambridgeshire District Council do to help conserve and enhance the natural environment?

First, we have acknowledged that the planet faces a biodiversity crisis. As a District Council, we have done that. And by acknowledging it, we've also committed to act.

The Council is not a major landowner (unlike, for example, the County Council which has a large farm estate portfolio), so it is limited by what it can do directly. However, it has significant collaboration and policy responsibilities, which means it can also require or influence others to act.

Indeed, the Council has, from 2023, an enhanced legal duty “to conserve and enhance biodiversity” and “must from time to time consider what action the authority can properly take”<sup>28</sup> to achieve that.



*Taking action does not have to be on a grand scale to be effective – just simple wildflower seed sowing can make a huge difference, as demonstrated above, taken at Ship Lane Carpark, Ely, in summer 2022 [ECDC photo]*

<sup>28</sup> See NERC Act 2006 (as updated) s40 - <https://www.legislation.gov.uk/ukpga/2006/16/section/40>

By the end of 2023, the Council intends to publish a strategy to outline exactly what we are going to do to meet our biodiversity duties. However, to illustrate some of the ways the Council can help conserve and enhance the natural environment:

- We can make sure we manage our parks and open spaces in a way which encourages wildlife to thrive, whilst also functioning as somewhere to play and visit. This could involve tree planting, cutting the grass in a different way or less frequently, create new habitats and using less pesticides or fertilisers;
- We can set policies to make sure developers create nature rich environments alongside new developments. And, importantly, enforce such policies;
- We can support farmers and other landowners to amend the way they manage their land, for the benefit of nature. This could be assisting with bids for grants, for example;
- We can offer our own funds to set up grant schemes to help local communities do things in their own area to support nature;
- We can help communicate what people can do to help nature recovery, such as nature friendly gardening; and
- We can work with partners across Cambridgeshire, to help conserve and enhance large scale nature sites, such as the Ouse Washes or Wicken Fen.

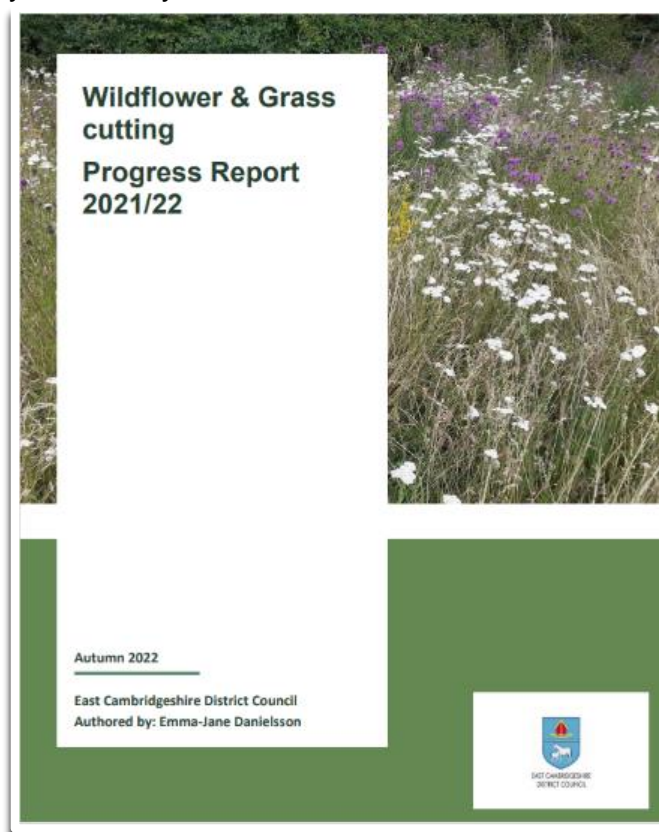


*Above: Wicken Fen is the National Trust's oldest reserve, with over 9,000 species recorded there. There are long term plans to work with surrounding landowners for the benefit of nature and people, known as the Wicken Fen Vision. [photo: ECDC staff collection]*

## What has East Cambridgeshire District Council done so far, to help nature?

Whilst there is much more to do, we've already started to take action to help nature recovery in East Cambridgeshire. For example,

- We've changed the way we have managed some of our parks and open spaces to enable wildflowers and pollinators to thrive. This has shown great success, with rare Bee Orchids being an example benefactor. We've recently published a [Wildflower and Grass Cutting Report 2021/22](#)<sup>29</sup> with more details (see graphic below).
- We manage 11 churchyards<sup>30</sup> throughout the district, where burials have come to an end and responsibility for maintenance has passed to the local authority. Within these, the Council tries to encourage wildlife by having bird and bat boxes along with wildflower areas.
- We manage approximately 27 miles of awarded watercourses (sometimes referred to as 'award ditches'). These are watercourses which were 'awarded' to the District Council under the Enclosures Act for the Council to maintain (rather than maintained by adjacent landowners). We aim to de-silt the ditches and flail the bank sides every four years if needed. The ditches provide excellent habitat for a variety of wildlife and we ensure that all maintenance work is carried out after September to avoid harming any breeding birds and invertebrates.
- We've published a [Natural Environment Supplementary Planning Document](#)<sup>31</sup>, setting out our expectations for developers to follow in new development schemes.
- We've published a [Biodiversity Net Gain \(BNG\): East Cambridgeshire](#)<sup>32</sup> document, setting out our approach to this new system of creating new habitats via the planning system. BNG is becoming mandatory, nationally, from November 2023.



<sup>29</sup> See <https://www.eastcambs.gov.uk/sites/default/files/Wildflower%20and%20grass%20cutting%20final%20report%202022.pdf>

<sup>30</sup> See <https://www.eastcambs.gov.uk/environment/closed-churchyards>

<sup>31</sup> See [https://www.eastcambs.gov.uk/sites/default/files/Natural%20Env%20SPD%20-%20Adoption%20versionAC\\_0.pdf](https://www.eastcambs.gov.uk/sites/default/files/Natural%20Env%20SPD%20-%20Adoption%20versionAC_0.pdf)

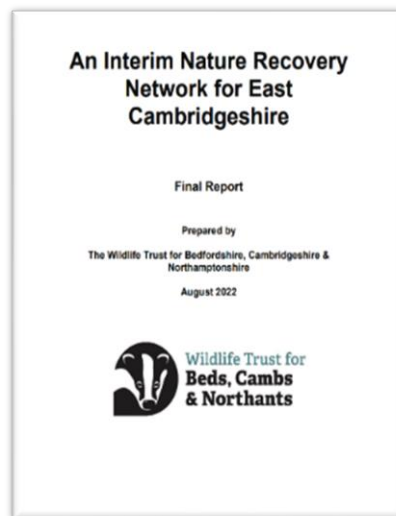
<sup>32</sup> See <https://www.eastcambs.gov.uk/sites/default/files/BNG%20in%20East%20Cambridgeshire%20-%20interim%20guidance%20note.pdf>

## Supporting ‘nature recovery’ in East Cambridgeshire

In November 2022, the Council adopted a [Nature Recovery Network](#)<sup>33</sup> document (see graphic below), which identifies nine Priority Areas in the district for landscape-scale action to support nature's recovery.

It provides, for the first time ever, a framework of **where** we need to focus our efforts, and **how** to focus our efforts, if nature is truly to recover in the district. That could be, for example, tree planting in some areas, but in other areas that would be wrong. In some areas, wetland creation or grassland meadows might be of the greatest benefit for wildlife.

The East Cambridgeshire Nature Recovery Network document will also provide an excellent resource for preparing the Cambridgeshire-wide ‘[Local Nature Recovery Strategy](#)’, which is due to be prepared by a wide range of partners, including ourselves, over 2023/24.



## ‘Doubling Land for Nature’

Cambridgeshire has one of the smallest percentages of land managed for nature in the country. Currently only 8.5% of the county is covered by natural or green spaces. Natural Cambridgeshire, the Cambridgeshire and Peterborough Local Nature Partnership (LNP), is a partnership bringing together district councils (including East Cambridgeshire District Council), the County Council, Natural England, the Environment Agency, the National Farmers Union and more. Recently, it adopted its long-term target of ‘Doubling Land for Nature’ across Cambridgeshire. The LNP is working on proposals to commence delivery of that ambition, including funding to make it happen. East Cambridgeshire District Council fully supports this initiative.



*Middle Fen, Stuntney [ECDC staff photo]*

<sup>33</sup> See <https://www.eastcambs.gov.uk/sites/default/files/East%20Cambs%20NRN%20-%20Final%20-%20Aug2022%20-%20low%20res.pdf>

## 5. Actions and Projects

### Introduction

To boost our natural environment and to achieve our carbon emission targets as set out in section 3, will be a monumental task. There is an indefinite list of changes required, many of which are only realistically feasible on a regional or national scale.

However, there are realistic and practical actions that can be taken at a local level, and now.

The following section provides a breakdown of actions that the Council will seek to take forward over **June 2023 to June 2024**, as well as a review of the actions we committed to in June 2022.

In order to make decisions on what projects to take forward, the Council has adopted the following key principles:

- Cost of the action proposed in relation to the CO<sub>2</sub>e saved (i.e. high CO<sub>2</sub>e saving per £ spent) or the degree of likely benefit to the natural environment;
- Ease of implementing (for example, easy / quick actions will make carbon savings sooner);
- Public demonstration (by undertaking highly visual or engaging actions we could stimulate others to also act themselves).

### Review of our Top 20 Actions for 2022/23

To help move towards our longer-term vision, the Council commits each year to a set of 'Top 20 Actions'. The previous set were agreed in June 2022, for the period June 2022 to June 2023. Those actions are set out below (first column), and commentary on the degree of meeting those actions is also set out (second column).

Our Target (set in June 2022)	Our Progress (by June 2023)
1. ECDC to achieve, as an organisation, <b>Investors in the Environment (iE)</b> accreditation Bronze award in 2022, and work towards achieving Silver award in 2023 (with the top accreditation of Green award sometime after June 2023).	<p><i>ECDC successfully secured 'bronze' accreditation in December 2022, the first district council in Cambridgeshire to do so. We have commenced working towards silver accreditation, which we are targeting to achieve by the end of 2023.</i></p> <p><i>Press release (10.1.23):</i></p> <p><a href="https://www.eastcamb.gov.uk/press/council-achieves-bronze-investors-environment-accreditation">https://www.eastcamb.gov.uk/press/council-achieves-bronze-investors-environment-accreditation</a></p>
2. Support 5-10 schools seeking to achieve national <b>eco-schools accreditation</b> , by subsidising their first year of subscription fees and providing wider support and advice throughout the accreditation process.	<p><i>10 schools signed up to try to achieve the Eco Charter accreditation, 5 of which have already completed their short and long-term action plans. We look forward to as many as possible of these school achieving accreditation over the coming years.</i></p> <p><i>Link to Eco-Charter website:</i></p> <p><a href="https://www.pect.org.uk/projects/eco-charter/">https://www.pect.org.uk/projects/eco-charter/</a></p>

<p>3. Establish an annual '<b>East Cambridgeshire green awards</b>' scheme, which recognises those local residents, communities and businesses that have demonstrated a clear commitment to improving the local environment in the district.</p>	<p><i>Following a thorough investigation of the options available for such an awards scheme, including researching costs, communications and staff resources required to run a successful awards scheme (such as the established Suffolk Greenest County Awards), it was decided that establishment of an East Cambridgeshire based awards scheme would be postponed to a future year until it was clear that there would be sufficient resource available to generate high interest and make it a success. We will also investigate whether external support could be generated, such as sponsorship or expertise, or whether there is appetite at a county level to establish a Cambridgeshire wide awards scheme.</i></p>
<p>4. Install <b>photovoltaic (PV) solar panels</b> on ECDC's E-Space North office building by end of 2022, aiming to generate at least half of the building's electricity needs over a full year, and selling any excess at peak generating times to the national grid. In parallel, investigate further opportunities for additional PV panel installation on ECDC's land and buildings, with a particular target being the roof space of The Hive leisure centre.</p>	<p><i>We have successfully installed panels across the two south facing roofs of E-Space North (the Council's business and conference centre providing serviced office space to rent in Littleport for start-ups, small, growing and established businesses), and electricity is now being generated on site. We hope to achieve up to 60% of the electricity needed on site via the solar panels, which not only will reduce the council's carbon emissions, but potentially save £10,000 or more in electricity costs each year. We will be monitoring the precise outputs over the coming months and years, to help inform future solar panel installations on other Council property. The panels were installed on E-Space North in April 2023, slightly behind schedule. This was primarily due to exceptionally high demand nationally for contractors and a lengthy approval period (4 months) by the electricity regulators. The lesson learnt, therefore, is that it can take up to a year from agreeing where to place panels to actually installing such panels.</i></p> <p><i>Press release (14.3.23):</i></p> <p><a href="https://www.eastcamb.gov.uk/press/ecdc-install-energy-saving-solar-panels-e-space-north-%C2%A0">https://www.eastcamb.gov.uk/press/ecdc-install-energy-saving-solar-panels-e-space-north-%C2%A0</a></p>
<p>5. Target a <b>20% reduction in ECDC's paper use</b> over 2022/23, compared with a pre-covid baseline of 2017-1019 average of 1.07m sheets per annum; and establish</p>	<p><i>Over 2022/23, we successfully achieved a 35% reduction in paper use, when compared with our pre-covid baseline usage, using 699,500 A4/A3/A2/A1 sheets over the year.</i></p>

<p>more ambitious medium- and longer-term paper reduction targets by June 2023.</p>	<p><i>However, our paper use still amounts to around 3.5tonnes CO2e* in emissions, around 50 trees consumed and perhaps around 7 million litres** of water used during its manufacturing.</i></p> <p><i>Our new longer-term targets are being set via this year's Top 20 Actions.</i></p> <p><i>*assuming circa 6gCO2e per sheet, of which around 5g is production of paper, and 1g for average form of disposal. These figures are adapted from published UK government conversion factors.</i></p> <p><i>** assumes 10 litres of water per A4 sheet. The actual figure depends on a range of factors, and could be anywhere from 2-20 litres. We do not have precise data, hence an average is used.</i></p>
<p>6. Invest in one or more of <b>ECDC's public toilets</b>, through potential measures such as efficient (low energy) hand driers and solar panels for heating water</p>	<p><i>Having reviewed our (ECDC managed) public toilet blocks, we decided the greatest environmental impact (and financial value for money) was through the installation of high energy efficient hand driers. To trial the programme, we installed 6 driers in the Cloisters toilet block in March 2023. These driers replace paper towels. Paper towels have a significant carbon footprint through their manufacture, distribution and disposal. The paper towels were also causing blockages to plumbing through their misuse. The driers, therefore, should also have a significant financial saving (reduced paper purchase / disposal, reduce plumbing blockage call-outs). New or replaced solar panels on the toilet blocks were not deemed high value / high carbon saving for the money that would have been needed to be spent, but this will be kept under review. If the Cloisters hand drier trial is a success, we will look to install driers in other public toilet blocks.</i></p>
<p>7. In respect of our <b>fleet vehicles</b> (eg waste and recycling lorries; parks and open space maintenance vehicles and vehicles used by Palace Green Homes), investigate the <b>potential of low carbon fuel</b>, such as HVO, and work towards implementing if practical to do so.</p>	<p><i>Following a thorough review of the options available, the Council agreed on 27 March 2023 to purchase 10 new waste and recycling vehicles with the intention to run them off Hydrotreated Vegetable Oil (HVO), which has around 90% lower carbon emissions than traditional diesel. Such vehicles are expected to be on the road by early 2024.</i></p> <p><i>Press release (16.03.23):</i></p> <p><a href="https://www.eastcamb.gov.uk/press/council-invest-new-veg-fuelled-recycling-vehicles">https://www.eastcamb.gov.uk/press/council-invest-new-veg-fuelled-recycling-vehicles</a></p>

<p>8. <b>Palace Green Homes</b> commit to replace all future contracts for site plant in preference for equipment powered by alternative means rather than using 100% diesel or petrol fuels. This may include the use of HVO diesel replacement fuel or full/hybrid electrically powered vehicles where appropriate but preference will be for static plant where site conditions allow. The selection of plant will be reviewed at the outset of the construction phase of each project and selected to meet the specific build requirements of the site development proposals. Selection will assess and favour the lowest operational carbon footprint possible.</p>	<p><i>Palace Green Homes has ensured site plant contracts for our next development project are compatible with the use of HVO fuel as a diesel alternative. Orders are being placed with suppliers to become operational upon occupation of the site and commencement of procurement, ensuring fulfilment of the commitment to reduce the consumption of fossil fuels in our operations. This is in place and will be monitored by the Company to ensure it remains in perpetuity and identify any staff training or education needed in support.</i></p>
<p>9. Prepare a <b>Travel Plan for the Council</b> which aims to reduce car use to and from the Councils offices, both in terms of staff commuting as well as business related travel, and explore opportunities to offer incentives to staff to take up low carbon modes of travel.</p>	<p><i>Over winter 2022/23, the Council's in-house 'Green Team' (a voluntary group of staff across the organisation, that come together regularly to help formulate ideas and plans to minimise the Council's environmental footprint) conducted a successful travel survey of all staff, and prepared a draft 'Travel Plan' for consideration by the Management Team. Following refinement, the Travel Plan is due for publication over summer 2023.</i></p>
<p>10. Help improve the <b>energy efficiency of existing housing stock</b> in the district, in particular through: (a) successfully implementing around £1.75m in home energy efficiency improvements, funding which has been awarded from the LAD3/HUG national funding stream; (b) in partnership with <i>Cambridgeshire Energy Retrofit Partnership</i> (CERP), establish a framework of contractors that can undertake grant-funded and privately-funded retrofit schemes; (c) establish with CERP a suite of communications (including a bespoke website) to assist residents in understanding the retrofit options available and access to potential contractors; and (d) undertake further research to understand more fully from an East Cambridgeshire perspective the options and cost implications of achieving Government targets for 2035 and 2050 in relation to</p>	<p><i>Utilising the LAD3/HUG1 funding we authorised nearly 100 measures to take place on 65 properties, at a total cost of over £1m. Despite this success, a severe shortage of contractor capacity and increased material/labour costs (both common problems, nationally) has meant we didn't do as many projects as we had hoped.</i></p> <p><i>To help, the CERP consortium has recently procured a framework with six contractors. This significantly increases capacity to deliver the next grant funded scheme (HUG2) and provides trusted routes to retrofit for privately funded work by residents.</i></p> <p><i>Separately, CERP is currently establishing a suite of public communications, and we are pleased to have launched our bespoke county-wide website <a href="http://www.actiononenergycambs.org">www.actiononenergycambs.org</a> .</i></p> <p><i>We continue to review research to help inform our understanding of the cost and benefits in relation to reducing carbon emissions from</i></p>



<p>reducing carbon emissions from domestic dwellings.</p>	<p><i>domestic dwellings, and have carefully studied a <a href="#">Cambridge City Retrofitting Your Home document</a><sup>34</sup>, which estimates a total cost of £4.65billion to retrofit all of the homes in Cambridge. If we used similar estimates, the total cost of a full retrofit of homes in East Cambridgeshire would likely be around £3billion.</i></p>
<p>11. Working with the East Cambridgeshire Partnership Forum and East Cambs CAN, help <b>launch a new environment-based website</b> which will:</p> <ul style="list-style-type: none"> <li>• Promote local action for climate and the environment;</li> <li>• Provide a central hub for all local environment related resources/services;</li> <li>• Update local people about events, campaigns and successes.</li> </ul>	<p><i>With our financial assistance, East Cambs Climate Action Network (EastCambsCAN), launched its website in March 2023, thus providing a platform to reach out to far greater number of people than ever before. The website is owned and managed by the East Cambs CAN, with resource pages, event listing and campaign news. Please note, ECDC and its officers have no editorial rights, and the views expressed on the website are those of East Cambs CAN and its contributors. ECDC looks forward to continued engagement with, and challenge from, East Cambs CAN in our shared aspiration to take action against climate change.</i></p> <p><i>Website link:</i></p> <p><a href="https://eastcambscan.org/">https://eastcambscan.org/</a></p>
<p>12. Working with Ely Cycling Campaign and other groups to update and <b>expand help and advice in relation to cycling</b> opportunities, cycle parking and upcoming cycling infrastructure proposals across East Cambridgeshire</p>	<p><i>We have updated our walking and cycling pages on our website with more cycling information, and intend to continue to bolster such resource over time. This will be alongside wider improvements to our website in relation to climate change and the natural environment.</i></p>
<p>13. As well as targeting the <b>delivery of the planned 24 Electric Vehicle Charge (EVC) points</b> in three ECDC carparks by end of September 2022 (see Action 12 from 2021/22), support the provision of additional EVC points throughout the district through increased advice and support, as well as ensuring (when it is the Council's duty to do so) district wide compliance of the new <i>Part S Building Regulations (Infrastructure for the Charging of Electric Vehicles)</i> and the <i>Electric Vehicles (Smart Charge Points) Regulations 2021</i>, both of which come into force in June 2022 and should lead to</p>	<p><i>The 24 new EVC points are all installed, and will shortly be operational, providing charging opportunities for residents and visitors to Ely and Soham. Whilst the delay in installation from autumn 2022 to spring 2023 was unfortunate, this was due to the unacceptable terms of the provisional contractor originally chosen, meaning a second contractor was sought.</i></p> <p><i>The Part S Building Regulations are now operational and, whilst such new regulations take time to feed through to new developments on the ground, we have confidence so far via our monitoring that developers understand the new regulations and are complying with them without</i></p>

<sup>34</sup> See <https://www.cambridge.gov.uk/media/11677/retrofitting-your-home-report-non-accessible-version.pdf>

<p>widespread public and private EVC points becoming available of a standardised and 'smart' operating nature.</p>	<p><i>the need for ECDC intervention. This means new homes being approved through the planning and building control system today, will be equipped with electric vehicle charging infrastructure.</i></p> <p><i>Press release for the EV charge points (28.2.23):</i></p> <p><a href="https://www.eastcambs.gov.uk/press/electric-vehicle-charging-points-council-car-parks%C2%A0-%C2%A0">https://www.eastcambs.gov.uk/press/electric-vehicle-charging-points-council-car-parks%C2%A0-%C2%A0</a></p>
<p>14. Continue to facilitate the <b>East Cambridgeshire Partnership Forum</b> (see Action 18 from 2021/22), including investigating the potential of <b>setting up a regular 'climate café'</b> whereby anyone with an interest in discussing ideas and actions to help address climate or natural environment issues can get together, hopefully leading to new and exciting actions on the ground.</p>	<p><i>The Forum continues to successfully operate, meeting approximately every 1-2 months, and bringing together a diverse range of groups and individuals, all with an interest in environmental matters in East Cambridgeshire. The 'climate café', led by EastCambsCAN, has met several times now, and has a programme of monthly events.</i></p> <p><i>More info and a booking page:</i></p> <p><a href="https://eastcambscan.org/events/">https://eastcambscan.org/events/</a></p>
<p>15. Utilising funding from the recently launched £2m East Cambridgeshire Growth and Infrastructure Fund, establish a grant scheme for <b>natural environment capital projects</b> that deliver long lasting nature benefits in the district.</p>	<p><i>Rather than using the Growth and Infrastructure Fund (GIF) to establish a grant-based scheme as originally intended, the Council successfully established a separate £180,000 'pride of place' fund. From this, £100,000 has been set aside to support, via 100% grants, small scale local community natural environment improvements. The scheme is due to be formally launched in June 2023, with spend to take place from summer 2023.</i></p> <p><i>The GIF, however, did approved a number of environment related projects, including for a new footbridge in the Wicken Fen vision area, solar panels on Little Thetford village hall, and £800,000 towards delivering a cycle way linking Wicken and Soham.</i></p> <p><i>Press release for GIF (25.11.22):</i></p> <p><a href="https://www.eastcambs.gov.uk/press/council-approves-%C2%A323-million-funding-community-projects">https://www.eastcambs.gov.uk/press/council-approves-%C2%A323-million-funding-community-projects</a></p>
<p>16. Help to facilitate a <b>natural environment youth engagement programme</b> which, for example, could seek to pair up youth clubs (and any other youth-based organisations or networks) with local wildlife reserves or nature recovery programmes, encouraging</p>	<p><i>Alongside opportunities within Eco-schools (see Action 2), we have been working with Wicken Fen to establish more regular volunteering opportunities for young people. We have also updated our ECDC Youth webpages, including Youth Climate Action and Making a Difference.</i></p>

<p>those of a youth age to engage with their local environment, learn new skills and take pride in where they live.</p>	<p><i>Look out for more Youth events planned this summer.</i></p> <p><i>Website for ECDC Youth Climate Action:</i></p> <p><a href="https://www.eastcambbs.gov.uk/content/youth-climate-action">https://www.eastcambbs.gov.uk/content/youth-climate-action</a></p>
<p>17. Rerun the successful <b>East Cambridgeshire Create an Orchard Programme</b>, which targets the creation of at least <b>26 Orchards (East Cambs COP26)</b> across East Cambridgeshire, whereby ECDC encourages and helps the creation of new (or renewed) orchards by community groups, Parish Councils or schools. ECDC to provide free fruit trees, stakes and other essential equipment to establish the orchard (land, planting and maintenance provided by the group/council/school).</p>	<p><i>The Council exceeded its original target of 26 new orchards, with 28 new orchards now planted across East Cambridgeshire, each with about 10 new fruit trees. A map of the locations can be found on our website:</i></p> <p><a href="https://www.eastcambbs.gov.uk/climate-change/community-orchards-district">https://www.eastcambbs.gov.uk/climate-change/community-orchards-district</a></p> <p><i>Press release (15.3.23):</i></p> <p><a href="https://www.eastcambbs.gov.uk/press/council-celebrates-planting-28-new-community-orchards">https://www.eastcambbs.gov.uk/press/council-celebrates-planting-28-new-community-orchards</a></p>
<p>18. Establish a policy and implementation framework for <b>locally delivering 'biodiversity net gain'</b>, a mechanism whereby new development must provide a biodiversity net gain from their development, either on-site or through nature improvements off-site.</p>	<p><i>ECDC adopted in November 2022 a new framework for delivering increased biodiversity via new development in the district. We continue to strengthen that work, and gearing up for mandatory biodiversity net gain from November 2023.</i></p> <p><i>Press release (9.12.22):</i></p> <p><a href="https://www.eastcambbs.gov.uk/press/biodiversity-east-cambbs-increase-each-new-development-site">https://www.eastcambbs.gov.uk/press/biodiversity-east-cambbs-increase-each-new-development-site</a></p>
<p>19. Work with <b>Natural Cambridgeshire Local Nature Partnership</b>, including a continued contribution to its running costs, aiming to develop and deliver the following:</p> <ul style="list-style-type: none"> <li>• Commence the longer term aim of having a community-led local nature recovery plan for every town and parish council in East Cambridgeshire.</li> <li>• Nature Recovery Now! – help the LNP develop a Community Climate and Nature Champions programme (working with other willing district councils in Cambridgeshire) to recruit and train local people to enable them to lead nature recovery projects where they live.</li> </ul>	<p><i>ECDC has continued its strong working relationship with the local LNP, including making a financial contribution of £5,000 during 2022/23 towards its running costs. The charitable status LNP pioneered the now familiar 'doubling nature' vision, and provides expertise and help to ECDC on a wide range of nature related initiatives.</i></p> <p><i>With the LNP supports, ECDC aims to publish in June 2023 a template community/parish led nature recovery plan, and we hope to encourage as many parishes as possible to prepare one over the coming years.</i></p> <p><i>Our 'pride of place' grant funding scheme (see action 15) provides the opportunities for dozens of community based projects to take off over the coming 12 months or so.</i></p>

<ul style="list-style-type: none"> <li>• Seek funding for community nature recovery grants, including seed corn monies.</li> </ul>	
<p>20. Establish, and map, the ‘<b>priority landscapes</b>’ for nature recovery in East Cambridgeshire (such as the Wicken Fen Vision area), and, working in partnership with others, commence a long term programme of increasing awareness and understanding (and ultimately take up) amongst landowners and farmers within those priority landscapes of the various subsidy and grant schemes available that will assist with nature-recovery and climate change adaptation, whilst also maintaining a working and productive farming landscape, including Environmental Land Management Schemes (ELMs), opportunities from Biodiversity Net Gain (BNG), forestry grants (in appropriate locations only) and water quality schemes.</p>	<p><i>The Council adopted in November 2022 a new ‘nature recovery network’ for East Cambridgeshire, which establishes the long-term framework for where nature recovery would be most effective to take place (in nine identified ‘priority areas’), and what sort of nature recovery would be best in each area. For the first time, we now know where to direct strategic scale investment and action to help restore and enhance the natural environment. Building on that work, we’ve commenced engagement with landowners and farmers, so that the actions in the framework can be turned into reality.</i></p> <p><i>Press release (9.12.22):</i></p> <p><a href="https://www.eastcambs.gov.uk/press/biodiversity-east-cambs-increase-each-new-development-site">https://www.eastcambs.gov.uk/press/biodiversity-east-cambs-increase-each-new-development-site</a></p>

## Our 20 Commitments for 2023/24

Building on the commitments and achievements of last year, the Council commits to the following set of ‘top 20 actions’ for the period June 2023 to June 2024:

Theme 1: Taking Direct Action to reduce the Council’s Greenhouse Gas Emissions:	<i>Why are we doing this action?</i>
<p>1. Via an investment of over £2m in new vehicles, <b>commence by the first half of 2024 the use of Hydrotreated Vegetable Oil (HVO) fuel</b> in our <b>refuse collection vehicles (RCVs)</b>, aiming to reduce the carbon emissions of such vehicles by up to 90%.</p>	<p><i>Our RCVs currently contribute around 80% of the Council’s entire CO2e emissions. Targeting those vehicles has the potential to significantly reduce our carbon footprint.</i></p>
<p>2. Progress up to £100,000 <b>further investment in photovoltaic (PV) solar panels on our own estate.</b></p>	<p><i>Our medium-term aim is to generate at least as much renewable electricity energy as we consume. This investment also makes financial sense, as it will significantly reduce our electricity bills.</i></p>
<p>3. The Council will make <b>further reductions in its paper use</b>, so that, by 2030/31, we will use 70% less paper per year than we did, on average, during the period 2017-2019 (when we used an average 1.07million sheets a year). Specifically, we will reduce our paper use by 10% every year compared with 2022/23 paper use, meaning our targets are:</p> <ul style="list-style-type: none"> <li>• 2023/24 = 630,000 sheets of paper used (max)</li> <li>• 10% reduction each year thereafter</li> <li>• By 2030/31 = 335,000 sheets of paper used (max)</li> </ul>	<p><i>Reducing paper use has widespread environmental benefits, including:</i></p> <ul style="list-style-type: none"> <li>• <i>Less trees consumed</i></li> <li>• <i>Less water used during manufacturing</i></li> <li>• <i>Lower carbon emissions arising</i></li> <li>• <i>Less waste to deal with</i></li> <li>• <i>Lower costs, overall</i></li> </ul> <p><i>However, there could be some additional costs (financial and environmental), if new technologies are needed in order to move away from paper, so we will need to be careful that reducing paper use does not result in alternative forms of environmental disbenefits.</i></p>
<p>4. The Council will finalise its <b>staff Travel Plan</b>, and implement at least five actions from it by June 2024.</p>	<p><i>We want our staff to lead by example when it comes to travelling to work, and travelling for work purposes. This Travel Plan should help cut our transport emissions.</i></p>

<b>Theme 2: Taking Direct Action to Support Nature Recovery in East Cambridgeshire</b>	<b>Why are we doing this action?</b>
<p>5. Spend up to £40,000 tackling one or more disused public areas, and turning them into <b>nature rich community areas</b>. One such area, off Heaton Drive, Ely, will be achieved in collaboration with <b>Palace Green Homes</b>.</p>	<p><i>We are keen to demonstrate, in one or two locations, how land can be transformed from underused, low nature value, to one which is of benefit to both people and nature.</i></p>
<p>6. Launch in summer 2023 a new long term ‘one plus one’ campaign, seeking to achieve <b>the installation of one bird or bat box for every household in the district</b>.</p>	<p><i>Like action 10 (green fair), we are looking to launch ideas that will help trigger action, imagination and fun! Just think what nearly 40,000 new bird or bat boxes could do to help turn around the recent rapid decline in bird and bat numbers.</i></p>
<p>7. Via the ‘Green Fair’ in August 2023 (see action 10), put to the public vote <b>the launch of a single species recovery programme</b> for East Cambridgeshire, with the long term aim of East Cambridgeshire being recognised as the national hub helping the recovery of that species - <i>East Cambridgeshire: Home of [You Choose the Species!] Recovery</i>. By June 2024, we will have invested at least £5,000 to kick start on-the-ground improvements for the species you vote for.</p>	<p><i>Whilst protecting all habitats and species is vitally important, sometimes we can achieve more by collectively getting together to support one particular species. Will it be barn owls, or otters? Or perhaps hedgehogs or bees? It’s your choice – come and vote on 5<sup>th</sup> August 2023!</i></p>
<p>8. To mark the <b>Coronation of King Charles III, as well as his 75<sup>th</sup> birthday in November 2023, we will plant 75 oak trees</b>, via gifting the trees to parish councils, community groups and schools. For schools, we will also provide a selection of tree related literature to help children appreciate and understand the value of trees.</p> <p>Separately, we will <b>update our Trees and Woodland Strategy</b>, so that we maximise tree planting and tree protection through both the planning system and on our own land; and at the same time, emphasise the need for the right tree to be planted in the right place.</p>	<p><i>Renowned in history and legend, oak trees symbolise royalty, patriotism and strength. The Coronation Chair is made of oak, and is now over 700 years old. But perhaps an oak tree’s greatest feat is nurturing wildlife. They are a haven for a colossal 2,300 wildlife species, providing vital spaces to eat, shelter and breed. In addition, they can capture up to 20kg of carbon dioxide a year from the atmosphere.</i></p>

Theme 3: Supporting Others to Take Action:	<i>Why are we doing this action?</i>
<p>9. The Council will implement its £100,000 <b>'Pride of Place' grant scheme</b>, aiming to 100% grant support dozens of open space improvements and nature led projects in our communities.</p>	<p><i>We know there are lots of very committed people wanting to help improve the local environment in the community, but often lack the funds to make it happen. This fund aims to plug that gap, to bring project ideas into reality.</i></p>
<p>10. Working alongside Ely Cathedral's <b>'Green Fair' on 5 August 2023</b>, set up a family friendly activity and education day on Palace Green, with a focus on nature related hands on activities, engagement events and children's activities.</p>	<p><i>Helping people understand what they can do to help the local natural environment is a crucial part of the jigsaw. And targeting young people in a fun and engaging way might help trigger a lifetime of conservation interest and action.</i></p>
<p>11. The Council will identify candidate sites for <b>installing free water bottle filling stations</b>, with a target of installing a minimum of three such stations during 2023/24. Candidate sites will be investigated based on ease of installation and high public footfall (such as Ely Market and Riverside area – we'd welcome other suggested locations by emailing us at <a href="mailto:climatechange@eastcambs.gov.uk">climatechange@eastcambs.gov.uk</a>).</p>	<p><i>Providing free water to fill your water bottle has widespread benefits, including less plastic use/waste, financial saving for residents (compared with shop bought drinks) and health benefits. Such stations can also help us to adapt to our changing climate, with hot weather meaning a greater need to drink water to keep ourselves hydrated.</i></p>
<p>12. The Council will undertake a programme of <b>Electric Vehicle Charging (EVC) initiatives</b>, including: improved information on our website about EVC; assisting parish councils and residents to find grants to help install EVC points; and bid for grants to install more EVCs in our own public car parks.</p>	<p><i>Electric vehicle ownership is on the up, and charge points are becoming more available. We need to further increase supply of electric vehicles and charge points to meet growing demand for this lower carbon form of transport.</i></p>
<p>13. We will aim to spend <b>up to £2m investing in energy efficiency measures for non-gas homes</b> in East Cambridgeshire, as part of a wider £10m <i>Cambridgeshire Energy Retrofit Partnership (CERP)</i> scheme of which we are a member. We will also provide wider support to help other residents, including those on-gas, to access grants for energy efficiency installations, partly through our new website: <a href="https://www.actiononenergycambs.org/">https://www.actiononenergycambs.org/</a>.</p>	<p><i>CERP have provisionally been awarded an additional £10M of funding for HUG2 (which is likely to equate to approximately £2M for East Cambridgeshire). Using our new contractors, we will seek to help wider residents to access other schemes such as ECO4 and ECO4 flex, which can help occupiers of gas heated properties with access to grants.</i></p>

<p>14. East Cambs Street Scene (ECSS), the Council’s wholly owned company that collects your domestic waste, will target <b>a reduction of over 100 tonnes of black bag waste</b> collected over the year to March 2024. To achieve this, ECSS will further promote ways for residents to reduce waste, recycle more and compost more food and green waste where possible.</p>	<p><i>With your (the public) tremendous efforts, we already have an excellent track record for high domestic recycling rates and low black bin waste volume collected. But we want to do even better! Reducing waste and recycling more is not only beneficial to the environment in itself, but it also reduces the amount of fuel we need to use to collect your black bins, saving even more emissions. Every single resident in East Cambs can help us hit this 100 tonnes reduction target – every bit of extra recycling really does help! Thank you!</i></p>
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<p><b>Theme 4: Policies, Decision Taking, Accreditation and Recognition:</b></p>	<p><b>Why are we doing this action?</b></p>
<p>15. Undertake <b>an environment training programme for all Councillors and staff (‘carbon literacy’ training)</b>, so the whole organisation understands the scale of the climate and biodiversity crisis, what the options are to tackle the crisis and what each individual can do in their role to help address the emergency. By June 2024, target <b>Carbon Literate Silver</b> accreditation, which means at least 50% of employees and councillors have undertaken the training by that stage.</p>	<p><i>All our staff, from accountants to youth workers, should be ‘in it together’ as we try to do our bit to help the climate and biodiversity emergency. To help staff learn how they can help, we all need to have a basic understanding of the issues and opportunities involved.</i></p>
<p>16. The Council will aim to achieve, as an organisation, <b>Investors in the Environment (iE)</b> accreditation Silver award in 2023, and work towards achieving Green award in 2024.</p>	<p><i>The IIE programme is an excellent way for the Council to be ‘challenged’ by independent external experts, to see what we could do more of to protect the environment. Achieving the different levels of accreditation is a great way to celebrate with staff all the good things we are doing.</i></p>
<p>17. In acknowledgement that climate change is happening, and will continue to accelerate, the Council will establish a <b>climate adaptation and climate risk plan</b>, identifying the greatest risks to the Council and its services, and how it can start to help our communities adapt to a changing climate and biodiversity loss. To complement this, we will also</p>	<p><i>Climate change is already happening, and we need to understand what it will mean for us and be prepared for it. Our communities will expect us to be ready to help manage the</i></p>



<p>commence preliminary work and consultation on a <b>new ‘climate’ chapter for the Local Plan</b>, which will look at how new buildings can be both more energy efficient and have the ability to adapt to a changing (warming) climate.</p>	<p><i>inevitable changes that will occur due to climate change.</i></p> <p><i>One tool to help both reduce emissions, as well as adapt to a changing climate, is to make sure new homes are fit for a zero carbon future. We can help make this happen via the Local Plan.</i></p>
<p>18. How do you imagine a future <b>‘cleaner, greener East Cambs?’</b>. By June 2024, we will facilitate an engagement programme with residents, businesses and the wider community, and come up with a collectively generated set of targets for East Cambridgeshire as a whole. For example, we want your help to establish targets such as: net zero emissions for the district as a whole; increased recycling rates; and/or electric vehicle uptake.</p>	<p><i>As a district, we emit an astonishing 1.25 trillion grams of CO2 a year into the atmosphere. We all need to do our bit to help radically reduce this figure. And as your local authority, we are willing to help facilitate the establishment of district wide targets, targets suggested by you, for you, to help reduce our collective emissions and help reverse the decline in nature.</i></p>
<p>19. To proactively fulfil <b>our duty to conserve and enhance biodiversity</b>, we will: (a) by 1 January 2024, publish an ‘ECDC Biodiversity Action Plan’ which will contain policies and specific action that we will take to conserve and enhance biodiversity; (b) support all parish council with their duty to publish a similar such action plan for their parish; and (c) play an active role in the preparation of the first ever county-wide Local Nature Recovery Strategy (LNRS). To help deliver and communicate all these actions, we will establish and dedicate a special section on our website to biodiversity.</p>	<p><i>The Environment Act 2021 introduced new duties on public authorities, such as ECDC and parish councils, to proactively conserve and enhance biodiversity. It also established mandatory county level LNRSs, which we will have an important role so its proposals reflect our East Cambridgeshire nature recovery priorities.</i></p>
<p>20. Work with <b>Natural Cambridgeshire Local Nature Partnership (LNP)</b>, with a special focus over 2023/24 on supporting community-led preparation of local nature recovery plans, and continue to support, <b>via PECT, up to ten East Cambridgeshire schools gain eco-charter status</b>. Continue a financial contribution to the running costs of both programmes.</p>	<p><i>We know we are not the experts on nature, but we will happily support and engage with those that are. We should be proud of what our local LNP achieves, and they are well worthy of our support.</i></p> <p><i>We are also delighted to support PECT, so that as many schools as possible in East Cambridgeshire can seek eco-charter status – and hopefully get accredited! Good luck to all the schools and students involved!</i></p>

## 6. Financing the Strategy and Action Plan

### Introduction

Like all councils, we have challenging financial and resource pressures. We are also a small Council, operating with a relatively small budget (around £10m per annum total spend), compared with other councils. County Councils, for example, have operating budgets of hundreds of £millions. However, we cannot use any of these challenges as an excuse for not finding new ways of living, and doing 'our bit' with the budgets we operate under. We can find realistic and genuine ways to make positive changes that limit our impact on and improve our environment, and we can also regulate others to do their fair share, through the policies we set and licenses we operate.

All potential projects referred to in this Plan will, where necessary, go through the Council's approval process and receive expenditure approval in accordance with the budget setting and procurement processes. It must be noted that these corporate controls are required regardless of eventual funding streams as the Council needs to ensure value for money is achieved.

### Funding streams

The Council has access to several potential funding streams and the choice of most appropriate funding will depend upon achievement of value for money. This will be assessed following the completion of relevant business cases for individual projects. External funding will always be considered before the use of internal Council funds.

Some of the ways the Council may decide to fund the projects associated with the Plan are:

- **Invest to Save:** For example, capital expenditure ('investment') to improve the energy efficiency of the buildings or vehicles we own can save money every year thereafter through lower energy costs. The money to fund the original expenditure could be from the Council's own reserves or from a loan.
- **Grants and Loans:** These can be from Government or private sources.
- **Match-Funding:** Some grants might require the Council to contribute some (often half) the funding for a project.

More specifically, at the time of writing, the following budgets are available, or potentially available:

- **Council direct 'revenue' funding:** £100,000 per annum funding was agreed by the Council in 2020 to help deliver on the actions within each annual Environment Plan. We therefore have £100,000 for the financial year 2023/24 to help deliver the top 20 actions identified. Some of this fund is used to pay staff salaries, where staff are directly involved in delivering projects.
- **Government Grants:** in partnership with Cambridgeshire County Council, City and District councils, we continue to successfully bid for grants to improve the energy efficiency of private properties, with around £2m available in 2023/24. We are hoping to step up our grant bids, in order to deliver more projects across East Cambridgeshire.
- **Council direct 'capital' funding:** Over £2m has been set aside for 2023/24 for improving the energy efficiency of our refuse collection vehicles. A further £100,000 has been set aside for 2023/24 for energy related capital projects, which is likely to be directed to photovoltaic (PV) solar panels on our office buildings. The Council will continue to consider making further investments if it proves value for money and helps generate an annual income (as well as a carbon saving) for the investment made.

## 7. Further Reading

There is a host of information available on the internet, and we set out some links in the Appendices. We also intend to improve information we post on our own website, via this page:

<https://www.eastcambs.gov.uk/climatechange>

We have recently updated our climate related Youth Pages, with links to what actions you can take:

<https://www.eastcambs.gov.uk/content/youth-climate-action>

<https://www.eastcambs.gov.uk/content/youth-climate-action-facts-and-links>

<https://www.eastcambs.gov.uk/content/youth-climate-action-make-difference>

For **local action and advice**, please visit the East Cambridgeshire Climate Action Network (East Cambs CAN) website:

<https://eastcambscan.org/>

For a **global look** at the issues involved with climate change, the United Nations website has a host of information:

<https://www.un.org/en/climatechange>

For wider 'sustainable development' issues, the United Nations has a dedicated resource relating to its sustainable development goals:

<https://www.un.org/sustainabledevelopment/>

If you are particularly interested in learning more about climate change and environmental matters, and **you would like to reward yourself with a certificate**, we recommend you have a go at completing any of the Open University courses available on the web. Most are free, and can take as little as 1 hour to complete

<https://www.open.edu/openlearn/nature-environment/free-courses>

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## 8. Stakeholder engagement

It is clear that the Council, working alone, cannot achieve the target of net-zero carbon emissions across both the geographical area of East Cambridgeshire and throughout the Council's own operations. Nor can it alone instigate a full nature recovery to take place in our district.

Yet, the Council is committed to working in partnership in order to make this ambition a reality. As such, in addition to Council Members and Officers, the Council engages with, for example, the following stakeholders:

- **Youth Council**
- **Citizen Engagement**
- **Schools**
- **Natural Cambridgeshire Local Nature Partnership (LNP)<sup>35</sup>**
- **Wildlife Trust**
- **Business Community**
- **Parish Councils**
- **Cambridgeshire County Council**
- **Cambridgeshire and Peterborough Combined Authority**
- **Other Local Authorities**
- **Government**
- **Local Environment Lobby Groups (such as EastCambsCAN)**
- **National Environment Lobby Groups (such as Extinction Rebellion)**

We also run a 'Partnership Forum' every two months or so, with many of those listed above represented (and more are welcome to join).

We intend to further step up our engagement over 2023/24, including our participation at the Green Fair in August 2023, the coordination of a set of district wide targets and the launch of a grant fund for community nature improvement projects ('pride of place').

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<sup>35</sup> *The LNP comprises a wide range of organisations committed to improving the natural environment of Cambridgeshire, including: Natural England; Defra; Environment Agency; NFU; RSPB; Wildlife Trust; Anglian Water and Cambridge University*

## 10. Glossary

The Council recognises that some of the terminology in this Environment Plan can be confusing. We hope this glossary will help with understanding some of the technical words and phrases, but do get in touch if there is a word or phrase you don't understand in this Environment Plan, so we can add a definition or explanation in the next Plan for 2024.

To further help Councillors and Officers of the Council to understand some of the key messages and terminology used, we are committing over 2023/24 to run what are known as 'carbon literacy' training courses. Such courses help build knowledge and capacity within the Council to create a positive shift to how the Council operates and makes decisions in response to climate change and biodiversity loss.

**Adaptation** – see **Climate Change Adaptation**

**Biodiversity** – Biodiversity is all the different kinds of life you'll find in one area—the variety of animals, plants, fungi, and even microorganisms like bacteria that make up our natural world. Each of these species and organisms work together in ecosystems, like an intricate web, to maintain balance and support life. Biodiversity supports everything in nature that we need to survive: food, clean water, medicine, and shelter.

**Carbon Dioxide Equivalent (CO<sub>2e</sub>)** - By using CO<sub>2e</sub> as a measuring tool means that the different global warming potential (GWP) of different gases are taken into account. Quantities of GHGs are multiplied by their GWP to give results in units of carbon dioxide equivalent (CO<sub>2e</sub>).

**Carbon Footprint** - a measure of the greenhouse gases emitted into the atmosphere from sources in a specified area or by an organisation or individual. It usually includes all relevant greenhouse gases, the most common of which is carbon dioxide (CO<sub>2</sub>). Emissions of other GHGs such as methane (CH<sub>4</sub>) or nitrous oxide (N<sub>2</sub>O), are measured in 'carbon dioxide equivalent' (CO<sub>2e</sub>).

Nationwide, emissions of CO<sub>2</sub> make up 81% of GHG emissions, with the remainder from methane (11%), nitrous oxide (4%) and fluorinated gases (3%), when weighted by Global Warming Potential (GWP). The biggest source of greenhouse gas emissions in the UK is transport, closely followed by energy supply.

To help set the wider context, this Environment Plan reports the carbon footprint of the geographical area of Cambridgeshire-Peterborough as a whole, then East Cambridgeshire as a whole, and finally that of East Cambridgeshire District Council as an organisation.

Whilst not an exact science, you can also have a go at calculating your own (or your family's) carbon footprint using an online tool such as <https://footprint.wwf.org.uk/>. Calculating a carbon footprint can provide a useful indicator of how much impact you or a business is having, and pointers to where action could be taken to reduce the footprint (and hence reduce your impact on the environment)

**Climate Change** - Climate is the average weather in a place over many years. Climate change is a shift in those average conditions. The rapid climate change we are now seeing is caused by humans using oil, gas and coal for their homes, factories and transport.

When these fossil fuels burn, they release greenhouse gases - mostly carbon dioxide (CO<sub>2</sub>). These gases trap the Sun's heat and cause the planet's temperature to rise. The world is now about 1.1C warmer than it was in the 19th Century. Temperature rises must slow down if we want to avoid the

worst consequences of climate change, according to climate scientists. They say global warming needs to be kept to 1.5C by 2100.

However, unless further action is taken, the planet could still warm by more than 2C by then. A 2021 report by the independent Climate Action Tracker group calculated that the world was heading for 2.4C of warming by the end of the century. If nothing is done, scientists think global warming could exceed 4C in the future, leading to devastating heatwaves, millions losing their homes to rising sea levels, and the irreversible loss of plant and animal species.

**Climate Change Adaptation** - Adaptation consists of those actions that enable us to deal with the effects of climate change, such as flood risk management in response to heavier more frequent rainfall. Over 2023/24, we will prepare a separate document in relation to the adaptation actions the Council can take.

**Climate Change Mitigation** - It describes those actions which reduce, prevent or capture greenhouse gas emissions. Alongside the views of our communities, the current carbon footprints of both this Council as an organisation, and that of the entire geographical area of East Cambridgeshire as a whole, informs our action planning.

**Embodied Carbon** - Embodied carbon includes any CO<sub>2</sub>e created during the manufacturing of a product (eg building materials require material extraction, transport to manufacturer, manufacturing etc) and the transport of those products to the final destination (eg building materials to the building site). Put simply, embodied carbon is the carbon footprint of a product or project before it becomes operational or is used.

**Global Warming Potential (GWP)** - A factor describing the radiative force impact (degree of harm to the atmosphere) of one unit of a given GHG relative to one unit of CO<sub>2</sub>. Nationwide, emissions of CO<sub>2</sub> make up 81% of GHG emissions, with the remainder from methane (11%), nitrous oxide (4%) and fluorinated gases (3%), when weighted by Global Warming Potential (GWP). See also **Carbon Dioxide Equivalent (CO<sub>2</sub>e)**.

**Greenhouse Effect** - The Sun serves as the primary energy source for Earth's climate. Some of the incoming sunlight is reflected directly back into space, especially by bright surfaces such as ice and clouds, and the rest is absorbed by the surface and the atmosphere. Much of this absorbed solar energy is re-emitted as heat (longwave or infrared radiation). The atmosphere in turn absorbs and re-radiates heat, some of which escapes to space. Any disturbance to this balance of incoming and outgoing energy will affect the climate.

If all heat energy emitted from the surface passed through the atmosphere directly into space, Earth's average surface temperature would be tens of degrees colder than today. Greenhouse gases in the atmosphere, including water vapour, carbon dioxide, methane, and nitrous oxide, act to make the surface much warmer than this because they absorb and emit heat energy in all directions (including downwards), keeping Earth's surface and lower atmosphere warm. Without this greenhouse effect, life as we know it could not have evolved on our planet. Adding more greenhouse gases to the atmosphere makes it even more effective at preventing heat from escaping into space. When the energy leaving is less than the energy entering, Earth warms until a new balance is established.

Greenhouse gases emitted by human activities alter Earth's energy balance and thus its climate. Humans also affect climate by changing the nature of the land surfaces (for example by clearing forests for farming) and through the emission of pollutants that affect the amount and type of particles in the atmosphere.

Scientists have determined that, when all human and natural factors are considered, Earth's climate balance has been altered towards warming, with the biggest contributor being increases in CO<sub>2</sub>.

**Greenhouse Gases (GHGs)** – The main GHGs are: carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), nitrous oxide (N<sub>2</sub>O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulphur hexafluoride (SF<sub>6</sub>) and Nitrogen Trifluoride (NF<sub>3</sub>). The Kyoto Protocol – the international agreement addressing climate change - covers these seven main GHGs. The last four are fluorinated gases ("F-gases") which are a range of man-made compounds (including HFCs, PFCs, SF<sub>6</sub> and NF<sub>3</sub>) used in a variety of industries including refrigeration, air-conditioning and the manufacture of cosmetics, pharmaceuticals, electronics and aluminium. F-gases are extremely potent greenhouse gases with some having GWPs of several thousand or more. The greenhouse gases covered by the Kyoto Protocol account for over 99% of global greenhouse gas emissions.

**Land Use, Land Use Change and Forestry (LULUCF)** - One of the sectors under the United Nations Framework on Climate Change that measures and accounts for emissions and removals of CO<sub>2</sub> from land and forests. Other sectors are things such as 'transport' and 'industry'. However, LULUCF is an unusual sector in that it measures not just carbon releases, but also carbon removals. This is because when a tree grows it temporarily sequesters CO<sub>2</sub>, and when it dies or is removed, it releases the CO<sub>2</sub> back into the atmosphere. Across Europe, LULUCF presently removes more carbon from the atmosphere than it releases. This means it is a carbon sink, not a carbon emitter, which is good news. This is not the case across Cambridgeshire or East Cambridgeshire, where LULUCF is a very large net emitter of CO<sub>2</sub>e because, in simple terms, the way we are using our land in Cambridgeshire is causing large scale releasing of greenhouse gases from the ground (such as drying peat) and we have very little by way of carbon capture through, for example, trees. Some parts of the UK have a 'negative' LULUCF score (i.e. more carbon removed than is emitted), such as Wales as a whole, Northumberland and, perhaps more surprising, some southern counties such as Hampshire.

**Mitigation** – see **Climate Change Mitigation**

**Natural Capital** – Natural capital comprises our 'stock' of waters, land, air, species, minerals and oceans. This stock underpins our economy by producing value for people, both directly and indirectly. Goods provided by natural capital include clean air and water, food, energy, wildlife, recreation and protection from hazards. Improving our natural capital addresses how to enhance our existing nature reserves, improve biodiversity and tackle air, land and water pollution to keep our planet healthy for all species.

**Net Zero Carbon** - 'Net Zero Carbon' means, first, the reduction of greenhouse gas emissions to the lowest possible level. Then, for any remaining emissions, offsetting them through carbon removal methods such as tree planting or carbon capture and storage, so we have 'net zero' emissions overall to the atmosphere.

**Well to Tank** – These are all the Greenhouse Gas emissions arising from the production, transportation, transformation and distribution of the fuel used to power a vehicle. Note: Well-to-tank emissions excludes emissions from the subsequent use of the fuel in a vehicle and excludes emissions from the manufacture of any vehicle.

# Appendices



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## Appendix 1: risks and challenges for meeting our emission targets and interim targets

In section 3, we set out targets for reducing our greenhouse gas emissions. There are a number of challenges and risks in reaching such targets. These include:

- The rate of decarbonisation of the national grid fails to materialise as expected.
- Electric HGV-style vehicles (or other zero-carbon fuelled vehicles) do not get developed in the market place, or are prohibitively expensive, in the next 5-10 years.
- Nil or limited feasible (practical, deliverable, affordable) means of establishing our own renewable energy infrastructure arises in the next 3-10 years.
- Energy use in our buildings (and/or the carbon intensity of such energy) does not reduce as hoped for, despite investment and staff training.
- National policy or legislation changes result in a greater level of service requirements being deployed (such as increased waste collection and waste separation) which results in increased emissions.
- Growing populations and households, meaning the Council is serving more people over time and consequently (all things being equal) would result in a rise in Council emissions (for example, the housing stock of the district is rising by 1-2%pa, which means 1-2% more homes every year requiring their waste to be collected, which will cause an increase in emissions arising to collect such waste).
- Unforeseen events / emergencies (such as the covid pandemic), which disrupts efficiency savings and requires increased energy use.

The targets set out, therefore, should be regarded as ambitious, working towards targets, rather than fixed guarantees. Indeed, the Council would like to exceed them, if at all possible, but is equally mindful that many events are beyond its control which could impair its ability to achieve them.

## Appendix 2: Natural Environment Benefits and Threats

### How can we ‘measure’ the benefits of (or harm to) our natural environment?

It isn't easy, but there are ways to identify what benefits our natural environment provides, and consequently what harm arises if we neglect it. Scientists usually break down the natural environment into two main types to do this. First, the all-encompassing ‘natural capital’ and second, forming part of the first and the one we perhaps most think of, ‘biodiversity’. These are explained a little more below.

**Natural Capital:** Natural capital is our ‘stock’ of water, land, air, species, minerals and oceans. From this stock goods and services are produced, including clean air and water, food and pollination, energy, wildlife, recreation and protection from hazards. These services provide economic, social, environmental, cultural, and well-being benefits.

**Biodiversity:** Biodiversity, our flora and fauna, is an essential component of natural capital stocks and an indicator of the stocks’ condition and resilience. It provides benefits directly to people, for example, the pollination of plants to produce seeds. This benefits society primarily through food provision, and has a global economic value of approximately £120 billion and within the UK alone in the region of £690 million each year.

### Methods to measure the benefits

There are a range of established methodologies now available to value these benefits and quantify these financially to allow for easy incorporation into decision making. Such methods are not commonly used yet, but are highly likely to become more and more common, in the same way that it is becoming more common to measure the ‘carbon footprint’ of actions we take.

By providing a financial value to our natural environment, it can demonstrate to decision makers the full cost of exploiting our environment for short term gain, compared with the gains achievable through enhancing or protecting it. This is known as the ‘natural capital approach’.

As an example, currently, the UK consumes resources equivalent to three planet earths. This means that if every human on the planet consumed the same amount of resource as someone in the UK, there simply would not be enough resource to share around – we'd need three planets to do so, not just the one we have. The UK is not alone in consuming more than its fair share of what the earth can provide. Most ‘western’ developed countries similarly consume around ‘three planets worth’.

This is not sustainable.

We must therefore become far more resource efficient, reduce consumption and reduce waste, especially as our environment takes time to replenish itself. The UK Government also recognises the need for change in its recent ‘A Green Future: Our 25 Year Plan to Improve the Environment’.

### Threats to our natural environment

**Climate Change:** Climate change impacts species and ecosystems, and therefore the services they provide, in many ways. Changes in prevailing weather conditions (temperature, precipitation, seasonality) directly affects ecosystem processes as well as species survival, encourages the spread of pathogens, and disrupts the timing of life cycle events. It decouples evolutionary relationships and undermines complex processes that underpin ecosystem function.

There are many lines of evidence that show that species are already being affected by climate change. With the damage to this natural capital comes impacts on the services they provide us, and the development of feedback loops which exacerbates both the cause and effects of this damage.

Risks include:

- Damage to crops from severe weather/lack of water;
- Loss of top soils due to floods;
- Changing temperatures impacting wildlife through changes to habitat and food chains;
- Damage to historic buildings from air pollution.

**Pollution:** Clean air is one of our natural capital 'stocks' but air pollutants generated by a mixture of natural and human-made processes are creating health and environmental damage. The main challenge is the production of particulates and nitrogen dioxide (NO<sub>2</sub>) resulting from the combustion of fossil fuels, causing unacceptable impacts on health. Particulates, when inhaled, can lodge in the lungs and exacerbate existing respiratory problems whilst NO<sub>2</sub> can increase asthma impacts in children. Our wildlife is also impacted by poor air quality reducing new growth and vulnerable species not thriving.

Managing the impacts of air pollution from cars and power stations is possible and there are many synergies between approaches to manage air pollution and reduce carbon emissions.

Polluting our rivers and oceans from single-use plastics and agricultural run-off poses a significant threat to marine-life and reduces the ability of our oceans to nurture and restock itself.

- An estimated 79% of all plastic waste ever created is still in our environment and needing to be cleaned up;
- Waterways become clogged with plastic pollution, preventing natural functioning of the systems and harming wildlife when consumed;
- Agricultural run-off, for example use of fertilisers, cause oxygen levels in waterways to diminish such that flora and fauna cannot survive.

**Population Growth and Development:** Cambridgeshire is one of the fastest growing counties in the UK. Growth necessitates the provision of more housing, food and water, which must be managed sustainably to minimise the environmental impact of our county's success. There are numerous examples globally of economic development taking place to the detriment of nature. Examples have included:

- Damage to landscape from minerals extraction for building materials;
- Loss of natural habitat to make way for new homes or road building programmes;
- Increasing air pollution from burning fossil fuels for travel;
- The impact of agricultural pesticides on water quality and biodiversity.

To achieve sustainable growth, it is important that everyone acts to conserve and enhance our natural capital. Using Cambridgeshire's growth as an opportunity, natural capital can be developed and enhanced through:

- Provision of increased green spaces for people and nature;
- Increasing tree planting to assist with shade/urban cooling, air quality and biodiversity;
- Switching from cars to more active travel choices such as walking, cycling and mass transport solutions.

## Appendix 3 - Monitoring and Evaluation

### Introduction

Successful implementation and ongoing delivery require a robust, transparent governance procedure which will ensure strategic ownership of the Council's carbon reduction aims in line with the climate emergency declaration. This governance process will bring together the diverse range of projects undertaken throughout the Council which contribute to the organisation's overall environmental impact.

### Identifying Projects

The Council is committed to identifying opportunities to reduce carbon emissions across all areas of its operations. In order to achieve this the Council has introduced the following:

- A core team of officers, representing key service areas, have been identified. These officers will meet informally on a regular basis in order to discuss ideas and forthcoming projects.
- Decisions taken by the Council are now be subject to a Carbon Impact Assessment (CIA). This involves lead officers undertaking a review of their project/decision and considering what impact it will have on the Council's aim to achieve net-zero carbon emissions. A summary of the CIA will be included in the governing report to enable the relevant decision maker to make an informed decision. The introduction of this process, which we periodically update and improve upon, also helps raise awareness of the challenge amongst officers and will lead to officers considering the potential environmental impacts earlier in the decision making process, for example, at the contract specification stage.
- Steps to ensure that officers throughout the organisation have the opportunity to make suggestions for projects that could help to reduce carbon emissions.

### Initiating Projects

Before any project gets off the ground the relevant Council officer will ensure that all of the necessary procurement and governance steps are undertaken. Consideration will also be given, on a case by case basis, to any communication activity that may be required alongside any specific monitoring requirements.

### Monitoring

The impact of individual projects will primarily be monitored by collating data for all emissions sources that are within the organisational scope. This will be undertaken in line with the process set out earlier in this document. Where it is possible and feasible to do so individual projects will be monitored more frequently to ensure any deviation from projections are identified and addressed as soon as possible.

Separately, the Council will continue to monitor the Government's approach to UK carbon pricing and the implications of that scheme on the Council and wider stakeholders.

### Reporting Progress

Each year the Council will produce an annual report no later than the 30<sup>th</sup> June each year.

### Baseline Year Recalculation Policy

There may be circumstances under which it becomes necessary to recalculate our baseline year emissions. If significant changes were to occur - either within the Council's organisation or to recognised methodologies - it could challenge the validity of existing data. To mitigate this, we have developed the following baseline year recalculation policy which will ensure that any significant changes are identified, measured for a recalculation threshold and processed accordingly:

<b>Change scenario</b>	<b>Baseline year recalculation?</b>
<b>Mergers, Acquisitions, Divestitures</b>	
Acquisition of (or insourcing) a facility that did not exist in the baseline year.	Potentially recalculate baseline year emissions depending on likely impact to be consistent with new approach, or correct errors
Disposal of (or outsourcing) a facility to another company.	Potentially recalculate baseline year emissions depending on likely impact to be consistent with new approach, or correct errors
Transfer of ownership/ control of emissions sources. This includes changes in lease status.	No base year recalculation required
<b>Organic Growth and Decline</b>	
Organic growth	No base year recalculation required
Organic decline	No base year recalculation required
<b>Changes in Quantification Methodologies / Errors</b>	
Changes in emission factors or methodologies (e.g. change in activity data) that reflect real changes in emissions (i.e. changes in fuel type or technology)	No base year recalculation required
Changes in measurement methodologies, improvements in the accuracy of emission factors/ activity data, or discovery of previous errors/ number of cumulative errors	Potentially recalculate baseline year emissions depending on likely impact to be consistent with new approach, or correct errors

The Council will review the scope on an annual or biennial basis to ensure that data is collected from all relevant sources.

## Appendix 4: Impacts and Risks associated with Climate Change

Climate change has many impacts. These will be realised by the Council in a variety of different ways. The table below summarises some of these.

Impact / Risk	Description	Possible Impacts for the Council
Flood Risk	<p>Projected increases in extreme rainfall will bring increased risk of flooding. The nature of surface water rainfall means that many areas will be affected by increased flooding. Runoff from compacted or impermeable areas will increase and water will accumulate in low spots. As temperatures increase and sea levels rise areas like the Fens will become under greater threat.</p>	<p><b>Infrastructure:</b> Disruption to transport links could affect staff travel to work and access to parts of the district and wider county for meetings. Disruption to travel could disrupt Council response processes by restricting access to some parts of the district. There may be increased risk of power outages associated with flooding and thunderstorms, which could cause disruptions to transport, logistics and processes.</p> <p><b>Finance:</b> Increased costs of flood related damage and flood investigations. Increased costs for providing flood resilient infrastructure to existing buildings. Increased social costs associated with providing support for people suffering from emotional issues associated with flooding and uncertainty.</p> <p><b>People and health:</b> Council employees may suffer from increased stress or mental health problems associated with flooding of their homes or the uncertainty associated with increased flood risk.</p> <p><b>Property:</b> Council buildings and property may be damaged by flooding if located within flood risk areas.</p>
Heat Waves	<p>Climate change is projected to bring an increase in warm temperature extremes and it is very likely that heat waves will occur more frequently and last longer. Cambridgeshire is one of the warmer parts of the country, so could be significantly impacted by these changes. Cities will be impacted more than rural areas</p>	<p><b>Infrastructure:</b> Disruption to transport links could affect staff travel to work and meetings. Disruption to travel could also disrupt Council response processes by restricting access to some parts of the district.</p> <p><b>Finance:</b> Increased costs associated with summer cooling in Council buildings. Increased costs associated with installation of air conditioning and heat resilient infrastructure.</p> <p><b>People and health:</b> Working conditions may become unsuitable for staff which could impact employee concentration and performance.</p> <p><b>Property:</b> Office spaces may become unsuitable to work in during heat wave conditions. This will have implications on the design, construction and maintenance of existing and new office space.</p>

<p>Drought</p>	<p>With increased temperatures extremes and more frequent and longer lasting heat waves will mean increased water restrictions in Europe. Cambridgeshire is already one of the driest counties in England so could be significantly impacted by this. The frequency of drought is likely to increase in presently dry regions by the end of the 21<sup>st</sup> Century. Heat and drought can also cause eutrophication of waterways and water habitats causing mass die off of plants and water life, meaning further water pollution and contamination of water supply.</p>	<p><b>Infrastructure:</b> Roads can be affected under drought conditions and subject to cracking (a matter of concern for Cambridgeshire County Council with knock effects for East Cambridgeshire District Council residents).</p> <p><b>Finance:</b> Increased water costs for office buildings. Increased social costs as more people fall below the poverty line as a result of increased food and water costs.</p> <p><b>People and health:</b> Employees may be emotionally or physically impacted by reduced food and water availability and increased costs associated with this.</p>
<p>Sea Level Rise (SLR)</p>	<p>Rising global temperatures are causing polar ice to melt and oceans to expand, resulting in global sea level rise. Global sea levels rose by circa 0.19 metres between 1901 and 2010. Cambridgeshire is one of the most low-lying counties in England so could be significantly impacted by sea level rise in tidal and fen areas.</p> <p>It is anticipated that the East of England could experience a dramatic sea level rise of up to 0.54 metres by 2100 under a high greenhouse gas emission scenario.</p>	<p><b>Infrastructure:</b> Transport links may be impacted by SLR in low-lying parts of the district. SLR could restrict or prevent access to low-lying parts of the district, disrupting access for social needs, emergency planning and other service provision.</p> <p><b>Finance:</b> Costs of re-locating Council buildings, infrastructure and Council operated housing away from high risk areas and provision of SLR resilient infrastructure.</p> <p><b>People and health:</b> Council staff and communities in low-lying regions may be emotionally affected by the uncertainty surrounding sea level rise and re-location. Increased pressure on social needs to provide increased support.</p>

<p>Air pollution</p>	<p>Transport is a major source of short-lived greenhouse gas pollutants, which can result in direct damage to human health. Road transport (particularly diesel traffic) is a significant contributor to air pollution such as particulate matter (PM) and ground-level ozone (O<sub>3</sub>). Rising temperatures are also projected to increase levels of ozone, as are other greenhouse gases such as carbon monoxide, methane and nitrogen oxides. Short-lived greenhouse pollution can also cause acid rain. Air pollutants have been linked to health conditions such as asthma and eczema.</p>	<p><b>Infrastructure:</b> Ground level ozone could create a risk of damage to infrastructure, ecosystem services and functions. This could in turn influence agricultural productivity and water supply.</p> <p><b>Finance:</b> Increased social costs associated with providing support to people impacted by pollution related health impacts. Increased costs associated with repair of Council buildings impacted by acid rain.</p> <p><b>People and health:</b> Poor air quality can pose a risk to employee health which could lead to more sick days. Air pollution has been associated with the development and worsening of asthma and can also make people who already have asthma more sensitive to asthma triggers. Air pollutants have also been associated with health implications such as eczema. Urban air pollution can increase risk of cardiovascular, respiratory diseases and cancer. Council staff travelling for or to work may be particularly impacted by air pollution from vehicles.</p> <p><b>Property:</b> Ozone pollution can cause acid rain which could cause damage to Council buildings. Indoor air pollution could increase mould and damp in office space.</p>
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## Appendix 5: East Cambridgeshire District Council's 'Environmental Policy' (adopted March 2022)

(Please Note: the 'net zero' target set out in the policy below will be updated to reflect this 2023 Environment Plan, as and when a refresh of the Environment Policy is agreed by the Council. The policy below was agreed in March 2022.)

### East Cambridgeshire District Council Environmental Policy

#### The policy

At East Cambridgeshire District Council we recognise that we can affect the environment through: the services we provide and how we deliver them; our policies; our enforcement of laws and regulations; the choices we make when buying goods or commissioning services – as well as our role as a community leader. This policy will support the Council in its commitments to take action on urgent environmental issues facing the district and the wider world. This includes the increasing threats presented by dangerous climate change and loss of biodiversity and habitats.

In addition to fulfilling our statutory environmental responsibilities and complying with all legal and other requirements, including any voluntary commitments, we will use our powers and influence to further protect and improve the environment – challenging ourselves to make continual improvements in our performance.

We will:

- Annually update and implement our 'Environment Plan', which is a Strategy and Action Plan to boost the environment and help mitigate climate change.
- Target becoming at, or near to, net zero by 2034/35, and a truly net zero organisation by 2040, with annual updates towards those targets published. We want to reduce our actual emissions, not buy 'credits' to offset our emissions – and on that basis we will primarily use 'location based' reporting of our emissions, not 'market based' reporting.
- Working with partners, develop our understanding of the risks presented by climate change and ensure our services and infrastructure (such as our water management and flood prevention capacity) are adapted to protect the district and its residents.
- Prevent or minimise pollution to air, water and land (including noise pollution, litter, fly tipping and the impacts of car travel) and work to ensure that air quality in East Cambridgeshire meets all legal limits on air pollution levels.
- Protect and enhance the quality, extent and accessibility of East Cambridgeshire's 'green infrastructure' (open spaces, trees, waterways and natural environment) for people and biodiversity. Use the improvement of green infrastructure to help the district adapt to climate change and reduce carbon emissions.
- Contribute to the creation of a sustainable built environment through the planning process and achieving a high level of sustainability in our own development projects.
- Minimise energy and water demand across our estate and use all resources efficiently to reduce the environmental impacts of their consumption by our services and activities.
- Encourage the appropriate generation and use of renewable and low carbon energy, including through the installation of projects within our own estate.
- Minimise waste and the impact of its disposal by applying the 'waste hierarchy': maximising waste reduction, reuse, recycling or composting and energy recovery to minimise the amount sent to landfill.

- Reduce the environmental impacts of the goods we buy and the works and services we commission, and promote a circular economy.
- Use products and materials such as paper efficiently.
- Promote a culture of environmental awareness within the Council, including through the provision of training and ensuring that staff are aware of their role in implementing this policy.

We will convey this policy to all our employees and Council Members and make certain that they are provided with proper training and information to increase awareness of environmental matters.

A Council Member has, from January 2021, been designated as the ‘Natural Environment and Climate Change Member Champion’, overseeing the corporate implementation of this policy and help promote it within, and beyond, the organisation. Separately, the Strategic Planning Manager will act as the ‘Natural Environment and Climate Change Officer Champion’, coordinating the day-to-day delivery of activities under this Policy, and promoting the Policy throughout the organisation.

We will make this policy available on our website, in a location and format that is accessible and easy to find.

## **Implementing the policy**

All staff are expected to implement this policy within the Council wherever it relates to their work and managers are expected to ensure it is implemented as relevant and appropriate.

We recognise the importance of effective communication in delivering this policy, as well as the potential of participation and dialogue to enhance progress.

We will communicate this policy within the Council and to our external stakeholders, enabling our staff and others to fulfil their role in delivering it by providing information and other support.

We will also encourage dialogue within the Council and with our stakeholders to foster debate, learning and greater environmental improvement. This will include the public, businesses, education and community organisations, and regulators.

We will encourage the public, schools and partners to take action too, through environmental information, advice and services.

## **Accountability**

This Policy has been approved by the Operational Service Committee (21 March 2022) and will be regularly reviewed. The Council will publicise its environmental performance and progress each year, in its Environment Plan, to enable the people of East Cambridgeshire to hold us to account.

## Appendix B - Completed INRA

### EQUALITY IMPACT ASSESSMENT – INITIAL SCREENING

Initial screening needs to take place for all new/revised Council policies. The word ‘policy’, in this context, includes the different things that the Council does. It includes any policy, procedure or practice - both in employment and service delivery. It also includes proposals for restructuring, redundancies and changes to service provision. This stage must be completed at the earliest opportunity to determine whether it is necessary to undertake an EIA for this activity.

<b>Name of Policy:</b>	Environment Plan (year 4)
<b>Lead Officer (responsible for assessment):</b>	Richard Kay
<b>Department:</b>	Strategic Planning
<b>Others Involved in the Assessment (i.e. peer review, external challenge):</b>	None
<b>Date Initial Screening Completed:</b>	June 2023

(a) **What is the policy trying to achieve?** i.e. What is the aim/purpose of the policy? Is it affected by external drivers for change? What outcomes do we want to achieve from the policy? How will the policy be put into practice?

The Environment Plan sets the Council’s actions and targets in respect of climate change and the natural environment. This first such Plan was adopted in June 2020. This is a ‘year 4’ refresh of the Plan, with a new set of proposed actions for 2023/24.

(b) **Who are its main beneficiaries?** i.e. who will be affected by the policy?

It is primarily aimed at the Council itself, and what actions it will take to reduce its emissions and help boost the natural environment. However, in fulfilling those actions, especially in relation to the natural environment, all residents and visitors should benefit from a high quality natural environment.

(c) **Is this assessment informed by any information or background data?** i.e. consultations, complaints, applications received, allocations/take-up, satisfaction rates, performance indicators, access audits, census data, benchmarking, workforce profile etc.

The Plan is informed by both statistical data as well as wide-ranging community engagement

(d) Does this policy have the potential to cause a positive or negative impact on different groups in the community, on the grounds of any of the protected characteristics (please tick all that apply):

<b>Ethnicity</b>	No	<b>Age</b>	No
<b>Gender</b>	No	<b>Religion or Belief</b>	No
<b>Disability</b>	No	<b>Sexual Orientation</b>	No
<b>Gender Reassignment</b>	No	<b>Marriage &amp; Civil Partnership</b>	No
<b>Pregnancy &amp; Maternity</b>	No	<b>Caring Responsibilities</b>	No

**Please explain any impact identified:** i.e. What do you already know about equality impact or need? Is there any evidence that there is a higher or lower take-up by particular groups? Have there been any demographic changes or trends locally? Are there any barriers to accessing the policy or service?

There is no apparent reason why any of the different groups as listed above will be particularly affected, negatively or positively, as a result of the Plan

<b>(e) Does the policy affect service users or the wider community?</b>	<b>NO</b>
<b>(f) Does the policy have a significant effect on how services are delivered?</b>	<b>NO</b>
<b>(g) Will it have a significant effect on how other organisations operate?</b>	<b>NO</b>
<b>(h) Does it involve a significant commitment of resources?</b>	<b>NO</b>
<b>(i) Does it relate to an area where there are known inequalities, e.g. disabled people's access to public transport etc?</b>	<b>NO</b>

If you have answered **YES** to any of the questions above, then it is necessary to proceed with a full equality impact assessment (EIA). If the answer is **NO**, then this judgement and your response to the above questions will need to be countersigned by your Head of Service and then referred to the Council's Equal Opportunities Working Group (EOWG) for scrutiny and verification. Please forward completed and signed forms to the Principal HR Officer.

**Signatures:**

<b>Completing Officer:</b>	<b>RK</b>	<b>Date:</b>	<b>June 2023</b>
<b>Head of Service:</b>	<b>RK</b>	<b>Date:</b>	<b>June 2023</b>

**TITLE: REPRESENTATION ON OUTSIDE BODIES**

Committee: Operational Services Committee

Date: 19 June 2023

Author: Senior Democratic Services Officer

Report No: Y8

Contact Officer:

Caroline Evans, Senior Democratic Services Officer

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**1.0 ISSUES**

- 1.1. To consider the appointment of representatives to the Outside Bodies within the remit of the Operational Services Committee.
- 1.2. To receive the annual reports from Council representatives on Outside Bodies within the remit of the Operational Services Committee.

**2.0 RECOMMENDATION(S)**

- 2.1. That representatives be appointed to all of the Outside Bodies detailed in Appendix 1.
- 2.2. That the 2022-23 annual reports from the Council representatives on Outside Bodies within the remit of the Operational Services Committee, as detailed in Appendix 2, be noted.

**3.0 BACKGROUND/OPTIONS**

- 3.1. The Council's Constitution specifies in the Terms of Reference for the Operational Services Committee that it should appoint representatives to Outside Bodies within its remit, from the wider membership of Council, for a period of up to 4 years. In practice therefore, appointments are made at the first meeting after the elections and are then only reviewed between elections if there is a change of circumstances.
- 3.2. All representatives are asked to supply a report each year detailing the activities of the Outside Body and assessing the continued relevance of appointing a Council representative. Appendix 2 contains the relevant pages of the Outside Bodies Booklet including the details of the Outside Bodies and the reports provided by the representatives for 2022-23.

**4.0 ARGUMENTS/CONCLUSION(S)**

- 4.1. Appendix 1 lists the Outside Bodies within the remit of the Operational Services Committee and the candidates that have been nominated to serve as the Council's representatives for the next four years, as a result of the list being supplied to the

two Group Leaders following the District Council Elections. In some cases, there are more candidates than positions available.

- 4.2. Members are asked to make appointments to all positions and to note the reports received from the 2022-23 representatives.

## **5.0 FINANCIAL IMPLICATIONS / EQUALITY IMPACT STATEMENT / CARBON IMPACT ASSESSMENT**

- 5.1. There are no additional financial implications arising from this report.
- 5.2. Equality Impact Assessment (EIA) not required.
- 5.3. Carbon Impact Assessment (CIA) not required

## **6.0 APPENDICES**

Appendix 1 – Summary of the Outside Bodies within the remit of the Operational Services Committee and nominations for the 2023-27 representatives.

Appendix 2: The relevant pages of the Outside Bodies Booklet which detail the aims and activities of the Outside Bodies within the remit of the Operational Services Committee, and the 2022-23 annual reports from the Council's representatives.

### **Background Documents:**

None

**SUMMARY OF OUTSIDE BODIES AND REPRESENTATIVES 2023-24 UNDER  
THE REMIT OF THE OPERATIONAL SERVICES COMMITTEE**

ORGANISATION	REQUIRED REPRESENTATIVES	NOMINATION(S)	ECDC CONTACT OFFICER
Cambridgeshire County Council Adults and Health Committee	2 (Lead Member and Substitute)	Cllr Keith Horgan ( <i>as Lead Member</i> ) Cllr James Lay ( <i>as Substitute</i> ) Cllr Mary Wade	Environmental Services Manager: Liz Knox
Cambridgeshire Health & Wellbeing Board	1	Cllr Chika Akinwale Cllr Keith Horgan	Environmental Services Manager: Liz Knox
Cambridgeshire Police & Crime Panel	2 (Lead Member and Substitute)	Cllr Alan Sharp ( <i>as Lead Member</i> ) Cllr Julia Huffer ( <i>as Substitute</i> )	Communities & Partnerships Manager: Lewis Bage
Citizens Advice West Suffolk	2 (Lead Member and Substitute)	Cllr James Lay ( <i>as Lead Member</i> ) Cllr Julia Huffer ( <i>as Substitute</i> ) Cllr John Trapp	Communities & Partnerships Manager: Lewis Bage
Community Safety Partnership	4 (Lead Member, Member, and 2 Substitutes)	Cllr Christine Ambrose Smith ( <i>as Lead Member</i> ) Cllr Keith Horgan Cllr Julia Huffer ( <i>as Substitute</i> ) Cllr Alan Sharp Cllr Christine Whelan	Neighbourhood & Community Safety Team Leader: Emma Graves
Historic England – Heritage Champion	1	Cllr Charlotte Cane Cllr Lucius Vellacott	Conservation Officer: Christopher Partrick
Paradise Centre Management Committee, Ely	1	Cllr Martin Goodearl Cllr Christine Whelan	Leisure & Active Lifestyles Manager: (vacancy)
RECAP Board	1	Cllr Julia Huffer Cllr Mark Inskip	Environmental Services Manager: Liz Knox
Sanctuary Housing Services Ltd – East Cambridgeshire Management Committee	2	Cllr Christine Ambrose Smith Cllr Alan Sharp Cllr John Trapp	Housing & Community Advice Manager: Angela Parmenter
Soham and District Sports Association	2	Cllr Ian Bovingdon Cllr Lucius Vellacott	Leisure & Active Lifestyles Manager: (vacancy)





# EAST CAMBRIDGESHIRE DISTRICT COUNCIL



## REPRESENTATION ON OUTSIDE BODIES WITHIN THE REMIT OF THE OPERATIONAL SERVICES COMMITTEE 2023-24

(Including reports from representatives for 2022-23)

# Contents

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### **PRIORITY CATEGORY OF OFFICER SUPPORT**

1. Nominated officers to provide Members with regular support on a proactive basis, and attend meetings where appropriate (including those outside bodies where officers attend at present).
2. Nominated officers to provide ad hoc support on specific agenda issues and act as a contact for feedback and implementation of action points. The onus will be on the Member to contact the nominated officer to facilitate these arrangements.
3. Members should liaise directly with Democratic Services (Committees).

# **CAMBRIDGESHIRE COUNTY COUNCIL ADULTS AND HEALTH COMMITTEE**

## **AIMS AND ACTIVITIES**

- The County Council's public health duty including health improvement, individual and community wellbeing, and reduction of health inequalities;
- To respond as appropriate to central government consultation relating to policy or legislation falling within the remit of the Committee;
- The review and scrutiny of any matter relating to the planning, provision and operation of the health services in Cambridgeshire;
- To report to the Secretary of State for Health on any proposals for substantial change to any part of the NHS's services within Cambridgeshire.

<b>Representation:</b>	One Member and one Substitute
<b>Status of Member:</b>	Non-voting member
<b>Approx. no. of meetings per year:</b>	6
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	Yes
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Environmental Services Manager, Liz Knox

<b>Representatives for 2023/24:</b>	<b>tbc (<i>Lead Member</i>)</b>
	<b>tbc (<i>Substitute</i>)</b>

## **REPORTS FROM 2022/23 REPRESENTATIVES**

### Cllr Lis Every (attended 2 of 4 meetings)

The Adults and Health Committee has a statutory responsibility for Health Scrutiny of NHS commissioners and providers and non-NHS providers of NHS funding and services. The Committee can review matters and make recommendations to the NHS and other relevant organisation. A representative from each District Council sits on the Scrutiny of Health Committee which is held separate from the Adults Committee. District Councillors are there as observers and have no vote.

Over the past year, the Committee has focused on the work of the NHS Trusts, performance and quality monitoring, thematic scrutiny areas, eg the dental services, new developments, eg the new Integrated Care System and virtual wards.

ECDC has helped fund local GP services with CIL money and the development of the Princess of Wales Hospital is moving forward (Corporate Objective in Social and Community Infrastructure) Health Services, although not a statutory area for ECDC, they have a vested interest in the health of the community.

As can be seen from the above this is really relevant to ECDC and the health and well-being of our community.

# **CAMBRIDGESHIRE HEALTH & WELLBEING BOARD**

## **AIMS AND ACTIVITIES**

The remit of the Cambridgeshire Health and Wellbeing Board is to work to promote the health and wellbeing of Cambridgeshire's communities and its focus is on securing the best possible health outcomes for all residents.

The Member should provide local information to the Cambridgeshire Health and Wellbeing Board, related to health and wellbeing within East Cambridgeshire and the impact (actual or potential) of any relevant policy changes, service changes, proposals, and/or identified need.

<b>Representation:</b>	One Member
<b>Status of Member:</b>	Voting member
<b>Approx. no. of meetings per year:</b>	4-6
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	-
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Environmental Services Manager, Liz Knox
<b>Representative for 2023/24:</b>	tbc

## **REPORT FROM 2022/23 REPRESENTATIVE**

Cllr Julia Huffer (attended 1 of 2 meetings)

The Health and well-being board continues to work across County and Districts along with Health professionals to ensure that our residents receive the best possible care.

Support for this organisation should continue.

# CAMBRIDGESHIRE POLICE & CRIME PANEL

## AIMS AND ACTIVITIES

The Police and Crime Panel (PCP) provides checks and balances on the work of the Police and Crime Commissioner (PCC). The Panel does not scrutinise Cambridgeshire Constabulary; it scrutinises how the PCC carries out their statutory responsibilities. While the Panel is there to constructively challenge the PCC, it also has a key role in supporting the Commissioner in their role in enhancing public accountability of the police force.

- To review and make a report or recommendation on the draft police and crime plan, or draft variation, given to the panel by the Police and Crime Commissioner.
- To review, put questions to the Police and Crime Commissioner at a public meeting, and make a report or recommendation (as necessary) on the annual report.
- To hold a confirmation hearing and review, make a report, and recommendation (as necessary) in respect of proposed senior appointments made by the Police and Crime Commissioner.
- To review and make a report on the proposed appointment of the Chief Constable.
- To review and make a report and recommendation (as necessary) on the proposed precept.
- To review or scrutinise decisions made, or other action taken, by the Police and Crime Commissioner in connection with the discharge of the commissioner's functions.
- To make reports or recommendations to the Police and Crime Commissioner with respect to the discharge of the commissioner's functions.
- To support the effective exercise of the functions of the Police and Crime Commissioner.
- To fulfil functions in relation to complaints about conduct matters, in accordance with the responsibilities accorded to the panel by the Police Reform and Social Responsibility Act 2011.
- To appoint an Acting Police and Crime Commissioner if necessary.
- To suspend the Police and Crime Commissioner if it appears to the panel that the Commissioner has been charged in the United Kingdom or Isle of Man with an offence which carries a maximum term of imprisonment exceeding two years.

<b>Representation:</b>	One member and one substitute
<b>Status of Member:</b>	ECDC representative
<b>No. meetings per year:</b>	4
<b>Expenses paid by organisation:</b>	£920 per annum (maximum) from a central fund administered by Peterborough City Council
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Communities and Partnerships Manager, Lewis Bage

**Representatives for 2023/24:**

**tbc (*Lead Member*)**

**tbc (*Substitute*)**

### **REPORTS FROM 2022/23 REPRESENTATIVES**

**Cllr Alan Sharp (attended 3 of 4 meetings)**

The Police & Crime Panel is important, as it fits into the objective of ECDC of keeping the public safe, whilst fitting in to the objective of influencing policing within our District.

The continued representation on the Police & Crime Panel is required to continue, for the interests of ECDC.

I have attended 3 of the 4 Panel meetings held.

This year, there was one less meeting than normal, as a meeting of the Panel was due to be held around the time of the Queen.

It has been a period of consolidation for the PCC and it has been a constructive period, as the PCC has consolidated his term of office.

**Cllr Julia Huffer (substitute)**

(Not required.)

# **CITIZENS ADVICE WEST SUFFOLK**

## **AIMS AND ACTIVITIES**

The objective of the service is to provide free, confidential, impartial and independent advice to enable local residents to deal with a wide range of issues, including benefits, housing, money advice, employment, consumer, relationships, taxation and many more. The nature of the assistance provided will depend on a client's needs and abilities.

The provision of this service requires that, at any one time, 2 to 6 advisers and 1 supervisor are on duty and 1 telephone number with 3 linked lines are available to members of the public. For face-to-face advice, offices are available at Foley House, Wellington Street, Newmarket.

The standard of service is set out in the Citizens Advice Quality Assurance Standards Membership Agreement.

Responsibility for the management of the Advice Service is vested in the Citizens Advice Trustee Board, the membership and operation of which is laid down by a constitution/Memorandum and Articles of Association.

<b>Representation:</b>	One Member and one Substitute
<b>Status of Member:</b>	ECDC representative (no decision-making powers)
<b>No. meetings per year:</b>	12
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	Yes
<b>Category of Officer Support (see p. 6):</b>	2
<b>Contact Officer:</b>	Communities & Partnerships Manager, Lewis Bage

<b>Representatives for 2023/24:</b>	<b>tbc (<i>Lead Member</i>)</b>
	<b>tbc (<i>Substitute</i>)</b>

## **REPORTS FROM 2022/23 REPRESENTATIVES**

Cllr Amy Starkey

*(Not received.)*

Cllr Alan Sharp (substitute – attended 1 of 10 meetings)

I am a substitute member of the CAB – West Suffolk trustees. I have attended one meeting during the year and the CAB is an important function within the support required for residents during the last two years.

As well as attending meetings, I attended a fundraising function for the CAB in September 2022, in a personal capacity, and had a very constructive discussion with the CEO, giving my thoughts on the value of the Bureau and listening to the comments of the organisation, who are very appreciative of the grant given by ECDC.

ECDC supports the West Suffolk CAB well in terms of grant funding and it is important that a continued presence is maintained to ensure that resident's interests are maintained.

The meetings are a mixture of zoom with a couple of face-to-face and that seems to be the way that it will continue, with maybe three face-to-face meetings a year and the rest on zoom. There have been clashes of date with other commitments, which has resulted in a lower attendance.



# **COMMUNITY SAFETY PARTNERSHIP**

## **AIMS AND ACTIVITIES**

- Section 6 of the 1998 Act requires the responsible authorities [commonly referred to collectively as a Community Safety Partnership (CSP)] in a local government area to work together in formulating and implementing strategies to tackle local crime and disorder in the area.
- To work in partnership with other organisations and groups to implement the Strategies.
- To monitor and evaluate the effectiveness of the strategies.
- To contribute to the improvement of the quality of life of local people by improving Community Safety and reducing crime and disorder (and the fear of crime) in East Cambridgeshire.

<b>Representation:</b>	Two Members and two Substitutes
<b>Status of Member:</b>	ECDC representative. Lead Member has voting rights.
<b>No. meetings per year:</b>	4
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Neighbourhood & Community Safety Team Leader, Emma Graves
<b>Representatives for 2023/24:</b>	<b>tbc (<i>Lead Member</i>)</b> <b>tbc</b> <b>tbc (<i>Substitute</i>)</b> <b>tbc (<i>Substitute</i>)</b>

## **REPORTS FROM 2022/23 REPRESENTATIVES**

Cllr Lis Every (attended all 4 meetings)

The Community Safety Partnership (CSP) brings together a number of agencies and organisations concerned with tackling and reducing crime and antisocial behaviour. Community Safety Partnerships were set up under Sections 5-7 of the Crime and Disorder Act 1998. Some organisations, like the District Council and the Police, are statutory members, but voluntary groups and businesses are also represented and play an important role.

Our key role is to understand the kind of community safety issues East Cambridgeshire is experiencing; decide which of these are the most important to deal with; and then decide what

actions we can take collectively, adding value to the day-to-day work undertaken by our individual agencies and organisations. We detail these actions in our Community Safety Plan which we update each year.

This is organised strategically through the Partnership Board who operate a Problem Solving Group where key personnel from all the agencies and local representation including schools discuss issues concerning the above. If a solution cannot be found, it is referred to the Delivery Group which is also multi-agency where a Task and Finish Group is formed. Funding is available for the CSP through ECDC and the Police and Crime Commissioner. Currently the Task and Finish Groups working are:

- Youth Provision across District (working closely with the ECDC's Youth Strategy)
- Social and private landlord collaboration to support vulnerable families
- Mental Health provision for young people
- Local Parish Forums where there is an element of anti-social behaviour or issues that need resolving requiring a multi-agency approach

The Delivery Group also runs and funds projects, eg

- The very successful Eyes and Ears project which is now County wide
- The Drink Spiking Campaign;
- Safety on the streets campaigns;
- Road safety, security in the home, scams training

The CSP can also apply for funds to the PCCs budgets.

Earlier in the year a very successful partnership event was run showcasing the work that the CPS has been doing. It was well attended by partner and local authority representatives, other agencies and the public.

ECDC has a statutory duty to work on community safety and is a stakeholder on the Community Safety Partnership. The CSP is a valuable organisation working closely with the residents in order to make them feel and be safe and deal with issues that may arise.

All of the above are relevant to ECDC and the Partnership reports regularly to the Operational Services Committee.

#### Cllr Christine Ambrose Smith (attended all 4 meetings)

The CSP 's work fits with ECDC's Corporate Objectives because it helps to make this district a happier, healthier & safer place to live and work.

With the participation of officers from County and District, relevant organisations such as Police, GP's, the voluntary sector, and member representation, this gives a wide spectrum of knowledge & expertise.

The CSP addresses & discusses matters of concern around anti-social behaviour, substance addiction & abuse and related criminal activities, including county lines and the introduction and involvement of young and vulnerable people into these acts. Domestic violence and the effect on children, mental health issues, modern day slavery, levels of deprivation and the effects poverty has, social prescribers,

youth activities, older peoples socialising, policing, scams – these are just some of the topics dealt with. CSP has a budget to help with these interventions, and progress is monitored and outcomes measured. A well-attended CSP Showcase Event was held in Ely Cathedral on 13 March 2023 featuring presentations by relevant organisations and stalls covering many community groups. There were opportunities for networking which is always of value.

Almost all meetings are conducted remotely by Teams which results in a better attendance, less time lost in travelling and the contribution towards the green agenda of less mileage. One cause of concern is that these meetings sometimes conflict with District Committees, held in person. Given the number of people in attendance from the wide range of organisations, this is not surprising. The CSP has been Chaired by Cllr Lis Every in an excellent, competent and very professional manner

Cllr Alan Sharp (attended 2 of 4 meetings)

The Community Safety Partnership (CSP) is important to ensure that the objectives of ECDC are being met and we can collaborate with partner organisations to keep the public safe.

The continued representation on the CSP is required to continue, for the interests of ECDC and its residents.

Due to clashes with other meetings, I was only able to attend two meetings of the Committee, but those two meetings were very worthwhile.

My membership fits in with my involvement with the Police & Crime Panel, where the PCC funds the CSP.

Cllr Jo Webber (substitute)

(Not required.)

## **HISTORIC ENGLAND – HERITAGE CHAMPION**

### **AIMS AND ACTIVITIES**

The historic environment includes historic buildings, landscapes, monuments, places, archaeology (including marine archaeology) and areas. The Heritage Champion will promote the local historic environment, share best practice and attend training (where appropriate).

The network of Heritage Champions across the country supports the protection of the historic environment at a local level. At a strategic level, Champions can make sure that local plans and strategies capture the contribution that the local historic environment can make to the success of an area. More specifically they can:

- Help local authorities manage the historic environment of their area;
- Promote heritage within the local community, generating enthusiasm for and awareness of the importance of the local historic environment;
- Help ensure that commitment to the proper care of the historic environment is embedded in all relevant activities and plans of the local authority;
- Support the Authority's local historic environment services (both archaeological and historic buildings conservation officers);
- Influence and communicate with others to ensure benefits for the historic environment.

<b>Representation:</b>	One Member
<b>Status of Member:</b>	Champion
<b>No. meetings per year:</b>	0
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Conservation Officer, Christopher Partrick
<b>Representative for 2023/24:</b>	tbc

### **REPORT FROM 2022/23 REPRESENTATIVE**

Cllr Lis Every (no formal meetings, regularly meets with Conservation Officer)

The Cambridgeshire Local Heritage Project (the 'local list'), a collaboration with the five other Cambridgeshire Districts and the County Council, is now very well-established and showing concrete results for East Cambridgeshire. The website went live for public contributions in spring 2022 and including the 90 existing sites imported from the 2017 local list, there are (as of 26/4/23) now 657 sites identified in East Cambridgeshire. There is still a considerable task ahead of 'fleshing out' the details and assessing candidates for eligibility but all 35 parishes have now had provisional assessments, which is the first time the District's local historic environment has been surveyed systematically.

The adoption process has been amended by Operational Services Committee to delegate authority to officer level, and adoptions will be rolled out on a parish-by-parish basis. It is anticipated that the first round of consultations with property owners and parish councils will start in the summer.

The expansion of the local list will enhance ECDC's ability to protect the District's built environment immeasurably but, equally important, it is a testament to the sheer variety and quality of the district's heritage. There are some wonderful buildings in East Cambridgeshire and the website is irrefutable proof. <https://local-heritage-list.org.uk/cambridgeshire>

Conservation support to Fenland District Council:

ECDC responded to a call from our neighbours in Fenland when their own conservation officer left in 2022 and has been providing conservation cover on a consultancy basis since September 2022. This is a temporary arrangement pending Fenland's recruitment of a new officer, but is a concrete demonstration of ECDC's 'good neighbour' ethos.

Conservation through planning:

The development management process remains the 'coalface' of heritage protection, and absorbs the bulk of ECDC conservation effort. Staff respond to 400+ formal consultations per annum on works involving listed buildings, conservation areas, locally listed buildings and other cases requiring design expertise. The effect of this remains largely unseen but it is vindicated in ECDC's success rate in appeals: in 2022-23 seven appeals were won primarily on conservation/design grounds and two costs appeals were not upheld.

Aside from the regulatory role, ECDC continues to work proactively in the interests of the historic environment. In 2022 five war memorials were submitted for statutory listing at Historic England's request, and to date one (Lode) has been designated at Grade II.

Finally, it is especially gratifying to record that Ely Museum's successful transformation continues to gain recognition: the project won the Royal Institute of British Architects 2022 East Region design & conservation awards and has been nominated for the Civic Voice national conservation award. Regular meetings are held on the above to expand further the work that is being done.

This work is so important to support our local heritage that there are plans to create a Heritage Society bringing in all those stakeholders who have a vested interest in ensuring our heritage is looked after and enjoyed by local residents and the many tourists who come to visit these sites.

## **PARADISE CENTRE MANAGEMENT COMMITTEE**

### **AIMS AND ACTIVITIES**

- The provision of facilities for playing sports;
- The provision of opportunities for recreation, social activities and refreshment, for the benefit of its members and the public;
- The provision and maintenance of a sports and leisure centre at Paradise Ground, Ely; including selection of the centre management.

<b>Representation:</b>	One Member
<b>Status of Member:</b>	Non-voting Observer
<b>No. meetings per year:</b>	6
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	Yes
<b>Category of Officer Support (see p. 6):</b>	3
<b>Contact Officer:</b>	Leisure & Active Lifestyles Manager, (vacancy)

**Representative for 2023/24:** tbc

### **REPORTS FROM 2022/23 REPRESENTATIVE**

Cllr David Ambrose Smith (attended 1 meeting)

The work of the outside body certainly fits in with ECDC's corporate objectives but I'm unsure of the need to have a ECDC representative on the committee. ECDC officers have weekly contact with the Centre management team enabling both parties to gauge whether or not they are making the best from the opportunities that may arise.

No items of specific relevance to ECDC have been discussed at meetings, as the centre management and ECDC officers have a good working relationship.

The centre is well run by a strong and very experienced manager.

Going forward it may help if the District Leisure/Sports Centres met say quarterly to compare ways of working not just day to day but look at long term planning including the decision-making / governance process of each Centre.

## RECAP BOARD

### AIMS AND ACTIVITIES

RECAP has representation from all Districts, Peterborough City Council and Cambridgeshire County Council. The partnership was set up to enable discussion and joint decisions. By working collaboratively on both the collection and disposal of waste as well as associated areas of work, education, fly-tipping efficiencies have been realised.

The RECAP Board shall:

- act as the focus for discussion and to deliver a political perspective and steer to the scope of activities undertaken by the RECAP Partnership.
- establish and implement a process of partnership and joint working on issues included within the scope of activities, seeking consensus within the budgets delegated by the constituent Councils, whilst respecting the individual council policies and authorisations of individual members.
- investigate ways of working to deliver services provided by Partner authorities in a more economic and efficient way, including the investigation of joint procurement where applicable.
- promote data sharing of the local environmental services provided by the Partner authorities and others in order to identify best practice.
- agree and recommend to the appointing authorities, the breakdown of the financial contribution to be made by respective Councils towards the coordination and development of the work of the RECAP Partnership.
- agree an annual work programme and recognise the achievements of the RECAP Partnership by regularly reporting on progress to the Cabinets of the County Council and Peterborough City Council and to the appropriate District Council Executives.
- promote common messages and common themes to ensure a consistent approach between the Partner authorities.
- contribute to the process of public consultation and public debate in relation to the services included in the scope of activities.
- consider the impact of legislation and national policy development and to make recommendations on the implications for, and response of, Partner authorities.

<b>Representation:</b>	One Member
<b>Status of Member:</b>	ECDC representative. Decision-maker.
<b>No. meetings per year:</b>	4
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Environmental Services Manager, Liz Knox
<b>Representative for 2023/24:</b>	tbc

## **REPORT FROM 2022/23 REPRESENTATIVE**

Cllr Julia Huffer (attended 7 of 8 meetings)

This is a vital organisation which helps the Waste Services of all the Recap partners come together to provide the best and most efficient service to all residents. This year has been spent working on the DEFRA consultation regarding waste services.



**SANCTUARY HOUSING SERVICES LTD**  
**EAST CAMBRIDGESHIRE MANAGEMENT COMMITTEE**

**AIMS AND ACTIVITIES**

Sanctuary Housing Services Ltd is a non-profit-making organisation providing affordable homes for rent throughout East Cambridgeshire.

The purpose of the East Cambridgeshire Committee (the Committee) is to:

- Monitor and challenge landlord services provided to Sanctuary Group tenants living within the East Cambridgeshire District Council area
- Ensure services comply with the consumer standards set by Regulator for Social Housing
- Oversee compliance with the Local Offer to Sanctuary residents within the East Cambridgeshire District Council area
- Monitor the delivery of community investment activity in the East Cambridgeshire District Council area
- Ensure services are effective, improve and continue to offer good value
- Pay due consideration to the objectives of East Cambridgeshire District Council and other key local partners
- Work with, and support, Sanctuary’s operations nationally
- Recommend improvements to the way local services, neighbourhood and community initiatives are run

<b>Representation:</b>	Two Members
<b>Status of Member:</b>	Decision-maker (limited)
<b>Approx. no. of meetings per year:</b>	4
<b>Expenses paid by organisation:</b>	Travel
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Housing & Community Advice Manager, Angela Parmenter
<b>Representatives for 2023/24:</b>	tbc
	tbc

## **REPORTS FROM 2022/23 REPRESENTATIVES**

### **Cllr Christine Ambrose Smith (attended all meetings)**

Sanctuary Housing hold and operate the largest number of Social Housing properties within the District. Having the opportunity to enable the largest number of residents to have a safe & secure home is of the greatest importance. This in turn contributes to the Council's aim of avoiding homelessness wherever possible.

Continued representation on this committee gives the ECDC representatives the opportunity to raise issues with the local management team, to receive regular updates, and to generally understand and discuss the challenges facing Sanctuary.

There has been concern around the number of long term void properties, which the representatives have regularly discussed. It would appear that the Sanctuary maintenance team continues to struggle to attract and retain sufficient numbers of tradesmen, including filling vacancies for apprenticeships. Turning to outside contractors has not always been the answer as those businesses suffer from similar recruitment & retention of staff problems. Materials, replacement items and spares are beginning to become easier to obtain but the prices of these are increasing in line with other goods and services, and there continues to be long lead times for some items. The long term voids tend to be properties that become available following the death of elderly tenants, or their move into care homes. These tenants have often lived for many years without requesting that remedial or upgrading work is carried out, with the result that these vacated properties need substantial renovation, thereby needing the constant attention of maintenance teams for a considerable period. Properties coming forward which need much less or minimal work are therefore prioritised to maximise their turnaround and availability.

It is essential that tenants follow the reporting process for maintenance to ensure that all information is captured at the first point of contact, and for subsequent updates. Upon taking up a tenancy, the tenant receives an information and welcome pack which details the reporting process and with information on other matters. Over time these packs become lost and forgotten and the correct process is frequently not followed. It has been suggested that a regular re-issue or reminders given to tenants could be helpful. Inevitably, maintenance personnel through the course of a working day, experience delays as some jobs will take longer than anticipated as unforeseen problems emerge. A clear line of contact with the tenant needs to be established so that tenants awaiting the arrival of a maintenance worker who is delayed, is advised and where necessary the appointment rearranged. Where tenants have perhaps taken holiday from their employers in order to be available, irritation is understandable. This of course happens within the private rented sector and owner-occupied homes across the board also. A visit by the local housing support officer is useful when councillors are contacted and should be requested. This gives the tenants the opportunity to express their dissatisfaction and for the officer to check progress of the original report. This type of intervention by a third party will often diffuse a difficult situation. Clearly there is always more work to be done around timescales for repairs and renovations.

The East Cambs representatives need to discuss these points at every meeting, and feed back to councillors when concerns are raised.

Finding that the terms of reference for Sanctuary/ECDC had lapsed, conversations around what needed to be included and agreed, in line with other areas where Sanctuary operate, took place. This fresh document was signed off and forwarded to ECDC Housing for comment/approval.

It was noted that Sanctuary have a degree of difficulty in finding Tenant Representatives (covering as wide a spectrum as possible), willing to come forward and commit to the four meetings during the year. Similar difficulty is found when identifying two Independent Persons to serve on the Board.

Sanctuary try very hard to make these meetings a useful and positive contribution and to give a voice to the concerns of its residents.

Cllr Jo Webber (attended all meetings)

Sanctuary Housing are a national housing association with a large stock of housing in East Cambridgeshire, which includes both general needs and residential care for the elderly.

ECDC have responsibility for housing services and Sanctuary Housing play a vital role in ensuring that our residents have access to suitable accommodation, which is safe and well maintained.

As the largest residential social landlord in East Cambridgeshire, I think it is crucial that a strong working relationship is maintained not only between Sanctuary Staff and ECDC Officers, but also with ward members who are representing their residents. It is important for members to gain an understanding of the processes and procedures that are in place, and how they can work with Sanctuary to support their residents in the most effective way.

Sanctuary Managers and Housing Officers work closely with the Housing Team at ECDC and have staff located alongside the Customer Services Team, so that residents can easily access support when required.

Quarterly meetings are normally held between Sanctuary management, tenant representatives, and representatives from East Cambs District Council. Until the elections in May 2023 when I stood down as a Councillor, I represented ECDC on the Committee along with Cllr Christine Ambrose Smith, and I also chaired the meetings.

After the coronavirus lockdown it was agreed that the quarterly meetings would be held via zoom, and this continued as the older members of the Committee were more reluctant to return to face-to-face meetings however, in person meetings resumed at the beginning of 2023.

One of the biggest challenges for Sanctuary housing following the Coronavirus lockdown has been the recruitment of staff and access to building materials which is a problem that has been experienced across the construction industry.

A backlog of scheduled maintenance work was created by the lockdown, but the turnaround of void properties that require major works is also a serious issue. Sanctuary are putting processes in place to reduced turnaround time to a minimum, but this will take some time. Regular discussions and updates on the situation have been given.

## **SOHAM AND DISTRICT SPORTS ASSOCIATION**

### **AIMS AND ACTIVITIES**

- To establish, maintain, finance and manage an indoor sports hall;
- To act as a central body representing all sports interests in Soham and the surrounding district;
- To maintain and improve the provision of all sports learning and recreational facilities within Soham and the surrounding district.

<b>Representation:</b>	Two Members
<b>Status of Member:</b>	Voting Committee Member
<b>Approx. no. of meetings per year:</b>	At least 3
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	Yes
<b>Category of Officer Support (see p. 6):</b>	2
<b>Contact Officer:</b>	Leisure and Active Lifestyles Manager, (vacant)

<b>Representatives for 2023/24:</b>	tbc
	tbc

### **REPORTS FROM 2022/23 REPRESENTATIVES**

#### **Cllr Ian Bovingdon**

No comment as no meetings!

#### **Cllr Daniel Schumann**

I attended no meetings and was never invited to any.

[Since receipt of these reports, the outside body has been contacted and has explained that “We had not had meetings except management committee ones over Covid and emails were sent out regarding these as necessary. The last meeting we had was 10 May, no council representatives attended although emails were sent to all committee as was before Covid. Our next meeting will be in July.”]

**TITLE: YOUTH ACTION PLAN PROGRESS UPDATE**

Committee: Operational Services

Date: Monday 19<sup>th</sup> June 2023

Author: Communities and Partnerships Support Officer

Report No: Y9

Contact Officer:

Stephanie Jones, Communities and Partnerships Support Officer

[stephanie.jones@eastcambs.gov.uk](mailto:stephanie.jones@eastcambs.gov.uk), 01353 616496, Room 021. The Grange, Ely

**1.0 ISSUE**

1.1. To note progress made against the East Cambridgeshire Youth Action Plan.

**2.0 RECOMMENDATION(S)**

2.1 Members are requested to:

Note progress made against the East Cambridgeshire Youth Action Plan.

**3.0 BACKGROUND/OPTIONS**

3.1. The Council approved the East Cambridgeshire Youth Strategy and Action Plan in March 2021.

3.2. Members requested that progress made against the Action Plan is be reported back to Operational Services Committee every six months.

3.3. Implementation of the action plan commenced on 1 April 2021, and updates were presented on 13 September 2021, 21 March 2022 and 14 November 2022.

**4.0 ARGUMENTS/CONCLUSION(S)**

4.1. The Action Plan at Appendix 1 includes a column outlining progress made.

4.2. Members are requested to note progress made against the Youth Action Plan.

4.3. Progress update reports will continue to be provided to Operational Services Committee every six months as agreed.

**5.0 FINANCIAL IMPLICATIONS / EQUALITY IMPACT STATEMENT / CARBON IMPACT ASSESSMENT**

5.1. There are no financial implications arising from this report's recommendations.

5.2. The EIA and CIA relating to the Youth Action Plan were agreed by Operational Services Committee in March 2021.

**6.0 APPENDICES**

Appendix 1 – Youth Action Plan – progress update June 2023



## Appendix 1 – Youth Action Plan – progress update June 2023

Area of Focus	ECDC Action	How	Timescales	Lead	Progress
Engagement	<p>Seek continued feedback from young people on youth engagement platforms to ensure methods used by the Council are appropriate and fit for purpose</p> <p>KPI: Consult with a minimum of 50 young people to obtain feedback on engagement methods by July 2021</p>	Youth Advisory Board (YAB)	October 2021 then ongoing	C+P	<p>Consultation on engagement methods completed. Questions and approach informed following Youth Council feedback. 65 responses were received. The Council's Community Engagement Toolkit updated to reflect the results of this consultation. It was also used to ensure that the subsequent youth survey was promoted effectively</p> <p>ECDC has developed a survey to seek feedback from young people about its webpages, the survey will remain live and will seek to obtain continual feedback on whether young people are actively making use of the information provided on the ECDC youth pages. The survey is currently live on the Council's website and has been promoted to local youth and community organisations and hard copies of the survey have been shared and are available. Hard copies of the surveys were shared and returned at a local young person's event.</p> <p>A link to the ECDC youth webpages and its associated survey have been sent to schools and youth groups.</p>
	Promote the Community Engagement Toolkit to ECDC officers that contains information on how to	Youth Officer Champion	January 2022	C+P	The Council's Community Engagement Toolkit has been updated following engagement with the Youth Council to ensure that it contains the most appropriate information and advice on how to effectively engage with local young

	effective engage with young people				people. It has been further updated using the feedback from young people from the recent engagement survey
	Invite local youth engagement networks to join the Council's Register of Consultees  KPI: YAB signed up as a member of the Council's Register of Consultees	YAB Promote Register of Consultees on ECDC Youth webpages	July 2021 and promote on webpages from January 2022	C+P	20/Twenty Productions who run the YAB (now rebranded as the Youth Council) have joined the Council's Register of Consultees on behalf of the Youth Council.  Cambs Youth Panel have been sent an invitation to join the Council's Register of Consultees
	Engage with young people when developing promotional materials and platforms aimed at them	YAB Development of ECDC youth webpages	July 2021 then ongoing	C+P	Youth Council and 20/Twenty Productions reviewed ECDC webpages and advised that no changes were required
	KPI: Consult with a minimum of 250 young people to determine the impacts of COVID-19 by March 2022	District wide consultation to be conducted	March 2022	C+P	A consultation exercise was carried out to determine the impacts of COVID-19 on young people and understand what life is like as a young person in East Cambs. 326 children and young people responded. Responses have been analysed and shared with partners including the Youth Council
	Encourage local youth engagement platforms to engage with relevant partnerships, networks and organisations to ensure that the voice of young people is represented	YAB	April 2021 then ongoing	C+P, All	Youth Council invited to join the East Cambs Climate Change Partnership and on email distribution list  A separate meeting was undertaken between ECDC's Climate Change and Natural Environment Officer and two representatives of the YAB to discuss issues concerning them directly. Lack of public transport options to access friends in different villages highlighted and the lack of eco education/actions undertaken at schools. Discussion included the topic of climate anxiety and issues directly



					<p>related to young people. A discussion of more accessible youth related material that is relevant to young people is to be delivered through schools ideally. Also discussed issues related to establishing and maintaining friendships and the need for young people to be able to travel sustainably between villages without having to rely on parents/carers for lifts.</p> <p>ECDC's Climate Change and Natural Environment Officer working with ECSS, partners at PECT and the Youth Council to create and share climate and environmental actions young people can take and developing visual materials that can be shared with schools about what actions young people can take to help with climate change</p> <p>Climate change content has been developed and added to the ECDC youth webpages. ECDC's Climate Change and Natural Environment Officer met with 20/20 Productions on behalf of the Youth Council in November to discuss future engagement opportunities.</p>
	Appoint an East Cambs Youth Officer Champion to work alongside young people in order to ensure that their voice is heard and represented	Appoint using resources within existing communities and partnerships team	June 2021	C+P East Cambs Youth Officer Champions	Two ECDC Youth Officer Champions appointed from Communities and Partnerships team and Housing and Community Advice team
	Where relevant, devise engagement plans, initiatives and campaigns in	Introduction of officer project	Officer project group first	All	Youth Council consulted during development of consultation exercises e.g. consultation on

	partnership with other organisations (both voluntary and statutory) to maximise effective engagement with young people and seek feedback on action taken	group to meet twice a year	meeting to be held in August 2021 and twice annual meetings		engagement methods. ECDC supported youth engagement efforts of CSP Delivery Group. ECDC support detached youth engagement carried out by CCC to promote the youth webpages, to obtain the views of local young people on particular matters and upskill officers by working with experienced CCC youth officers
	<p>Create a young person's webpage on the ECDC website that contains information and links to matters identified via the Youth Strategy consultation and any future emerging matters identified as well as</p> <ul style="list-style-type: none"> <li>Promoting local youth engagement platforms</li> <li>Providing links to consultations and surveys encouraging feedback</li> <li>Provide a space for young people to engage with relevant partners, networks and organisations and to carry out consultations and surveys of their own</li> </ul>	New webpages with input from young people e.g. YAB	March 2022 then ongoing	C+P Customer services	<p>Webpages live on ECDC website</p> <p>Webpages are continually updated with new information. New information was added to the webpages following the 2021/22 survey of local young people.</p> <p>Climate change content has been developed and added to the ECDC youth webpages. This content was created in collaboration with the youth council with a focus on quick and easy actions young people can take to reduce their carbon footprint and encourage others.</p>
	Develop and implement Communications Plan to raise the profile of the ECDC Youth webpages	Communications Plan	September 2022	ECDC Comms team	Reference to the Youth Pages is made at every available opportunity in relevant comms, for example, in the recent Court day press release

					<p>Youth webpages promoted on the ECDC website carousel</p> <p>Youth webpages promoted to youths at community locations including the Ukraine Community Hub and careers events Ongoing opportunities to promote the youth pages will be utilised in relevant comms opportunities.</p> <p>ECDC has developed a survey to seek feedback from young people about its webpages, the survey will remain live and will seek to obtain continual feedback on whether young people are actively making use of the information provided on the ECDC youth pages. The survey is currently live on the Council's website and has been promoted to local youth and community organisations and hard copies of the survey have been shared and are available. Hard copies of the surveys were shared and returned at a local young person's event.</p> <p>Reminder email sent to partner agencies in May 2023 promoting the ECDC youth webpages</p>
	Map local youth engagement platforms for ongoing engagement and signposting purposes	Youth Officer Champion to carry out mapping exercise with partners	January 2022	C+P	<p>Mapping completed and can be added to if new information becomes available. Local youth engagement platforms promoted on ECDC youth webpages</p> <p>ECDC has assisted the Youth Council with recruitment by sharing recruitment information</p>

	Promote the fact that the Council will be there to signpost and raise awareness of youth services to young people and stakeholders through the implementation of communication plans, webpages and via established networks	ECDC website Youth Officer Champion to promote to YAB and partners	March 2022 then ongoing	C+P Customer Services	Webpages live on ECDC website and promoted as outlined above
	Make the strategy available to young people by promoting it on the ECDC website and new youth webpages on the ECDC website and share strategy with relevant partners	ECDC website  ECDC youth webpages  Send to partner agencies	May 2021 on ECDC website  January 2022 on new webpages  August 2021	C+P to include on new webpages As above	Youth Strategy live on ECDC website and regularly shared with partners
Safety	Ensure that the voice of young people is represented on matters concerning local safety and there is a clear path for them to escalate any issues and offer their ideas and views	Engagement with CSP, YAB and any other relevant youth platforms or groups Promote pathways via ECDC website	April 2021	C+P  Youth Officer Champion to attend Delivery Group  YAB to engage with Delivery Group	Youth Officer Champions attend the CSP's Delivery Group which seeks to address local youth safety matters. The Youth Council has attended this group. The group has undertaken engagement with local Members to understand youth matters and provision. The Council's youth survey findings have been shared with the group to inform their work going forward.  Detached youth work taking place with CCC focusing on local community safety matters

				Engagement with YAB on safety related matters	<p>The Council and the CSP has supported parish council-led Community Safety forums for residents including young people to voice their views</p> <p>The Council support the CSP's court experience events held with local young people at the Magistrates Court in Ely as an educational, awareness raising days focusing on youth related safety matters with opportunities for young people to feed back to agencies</p> <p>Information on the Council's youth webpages is included in the court experience booklets provided to attendees.</p> <p>The Youth Council is promoted as part of a presentation delivered by ECDC's Youth Officer Champion to attendees of the court experience events.</p>
	Share the 2021/22 youth survey findings with the CSP and Delivery Group for them to consider and devise actions to address any safety issues identified	Survey findings shared	Summer 2022	CSP	Survey findings shared with CSP, Youth Council, Delivery Group, Police, Parish Councils, Schools and CCC Communities team and CCC research team.
	Support Community Safety Partnership initiatives where appropriate to ensure that young people are and feel safe in their community e.g. delivery of Eyes and Ears training to schools	Communities and Partnerships officers	April 2021 then ongoing	C+P	Eyes and Ears training is available to schools via Healthy Schools website. Modules have PHSE endorsement. An age appropriate knife crime and county lines presentation, as part of the Eyes and Ears 'Is it worth it' module, has been delivered to Years 5 and 6. 4 successful court experience days have been delivered by the CSP to secondary schools. The Court

					Experience has been adapted for year 6, and a pilot presentation has been delivered in school. A hate crime presentation has been delivered in one primary school, and the information sent to all others, so they can access the support, request a presentation, or present this to their students through the school. Two schools to date, have had parent information evenings on the topic of county lines and have been shown the police's 'drugs box' a demonstration kit used as an educational tool for parents and to raise awareness. A 'Firebreak' programme has been delivered to selected pupils from Witchford and Ely Secondary schools. A mentoring programme concentrating on youth engagement, with ASB as one of the topics was delivered at Wetherall's Primary School over a six-week period.
Promote safeguarding reporting processes to all ECDC officers  KPI: 100% of ECDC officers to complete safeguarding training	Housing and Community Advice Manager to promote to ECDC officers	April 2021 then delivered at all staff inductions	Safeguarding Officer	All safeguarding training and updates are sent out to all staff, all corporate inductions include safeguarding training and yearly refresher courses are rolled out to staff	
Input into partner strategies addressing prevention related matters affecting young people	Officer project group to input	August 2021 then ongoing	All	ECDC Community Safety officers able to provide information on county lines. Relevant ECDC Officers are members of the CSP Delivery Group which addresses local youth safety matters. The Neighbourhood & Community Safety Team Leader regularly inputs to County Boards including Safeguarding Children and Prevent	

	Promote the location of safe routes being identified by other agencies	Promote via ECDC websites e.g. youth webpages	March 2022 then ongoing	C+P	Content for youth webpages includes a link to the Safe Places website which contains a map of locally registered safe places and details of how other safe places can register
Spaces and Activities	Ensure that local youth engagement networks are aware of how and where to submit their suggestions about spaces needed and advise them to proactively engage with parish councils about matters affecting young people	Promote via ECDC websites e.g. youth webpages	March 2022 then ongoing	C+P	A feedback form has been added to the ECDC youth webpages inviting feedback on local spaces and activities along with a statement advising that young people can also contact their parish council to provide feedback
	Share the 2021/22 Survey findings with Parish Councils for them to consider regarding future development of open spaces and facilities	Survey findings shared	Sept 2022	C+P	Survey findings shared with Parish Councils
	Provide advice and/or support to projects seeking to develop facilities and areas for young people to use and play	Provide feedback on feasibility studies for local projects	April 2021 then ongoing	C+P Connect YAB and Future Parks contact	Support provided to local groups aiming to develop local spaces. Funding advice and signposting provided as and when enquiries are received. Youth Council provided with details of Future Parks project with offer of follow up engagement
	Promote local youth clubs via the new young people's webpages	ECDC websites e.g. youth webpages	March 2022 then ongoing	C+P to carry out mapping exercise and provide web team with material	Mapping exercise completed in July 2021 and content now live on ECDC youth webpages
	KPI: Map existing youth provision throughout the district by September 2021	Conduct mapping exercise	September 2021	C+P	Mapping exercise of local youth provision carried out in consultation with parish councils and was completed in July 2021

	Promote funding available for youth clubs and groups to access via new young people's webpages and communication channels	ECDC websites e.g. youth webpages	March 2022 then ongoing	C+P to carry out mapping exercise and provide web team with material	Mapping completed and added to ECDC youth webpages
	Promote local community and voluntary sector support that is available to assist the establishment of new groups (this may include special interest youth groups)	ECDC websites e.g. youth webpages	March 2022 then ongoing	C+P	Promoted on ECDC young people's webpages
	Consult with and effectively engage with young people when developing spaces that they may use  KPI: Consult with 50 users of Ely Country Park to seek feedback on the site and inform future priorities by November 2021	Promote opportunities for young people to have their say on via ECDC website e.g. youth webpages, Register of Consultees	August 2022 then ongoing	All, Open Spaces	A feedback form has been added to the ECDC Youth Webpages inviting feedback on local spaces, along with a statement advising that young people can also contact their parish council to provide feedback. Ely Country Park feedback surveys available on ECDC website and face-to-face surveys conducted. KPI achieved, more than 50 users were consulted by November 2021 and consultation is ongoing.
	Promote local volunteering initiatives to young people	YAB Officer Champion New webpage Officer project team	March 2022 then ongoing	C+P	Promoted on ECDC young people's webpages
Travel	Promote local community transport schemes to young people	ECDC websites e.g. youth webpages	March 2022 then ongoing	C+P	Promoted on ECDC young people's webpages
	Promote railcards and other discounts for public transport on Youth webpages	Update ECDC youth Webpage	Sept 2022	C+P	Information added to ECDC Youth webpages



Health	Identify and promote health services available to young people in response to the survey findings e.g. mental health services and promote them to local young people such as via ECDC website and to local youth engagement networks	ECDC websites e.g. youth webpages	March 2022 then ongoing	LK	Health services identified and promoted on ECDC youth webpages.
Education and Careers	Identify and promote mentoring opportunities offered by local businesses to young people	New webpage Enterprise East YAB Housing and Community Advice	March 2022 then ongoing	C+P	ECDC has contacted the Federation of Small Businesses to request any known information on local businesses that provide mentoring opportunities to local young people.  The Chair of the Careers Coordinators Network has informed ECDC that most schools have mentoring programmes with local businesses already in place and that schools work with business associations and have business enterprise advisors.
	Promote 'job ready' training for young people that includes interview skills and CV writing	ECDC websites e.g. youth webpages	March 2022 then ongoing	C+P  AP to engage with Job Centre and other relevant contacts	The youth webpages contain links to further information on education, further education, apprenticeships, work experience, volunteering, work, and financial support.  ECDC Housing and Community Advice met with Ely Job Centre in May 2023. The ECDC youth webpages promote the Movement to Work Programme.
	Promote workshops for developing career skills to young people	ECDC websites e.g. youth webpages	March 2022 then ongoing	AP to engage with Job Centre and other relevant contacts	The youth webpages contain links to further information on education, further education, apprenticeships and work experience, volunteering, work, and financial support.

					ECDC Housing and Community Advice met with Ely Job Centre in May 2023. The Job Centre has agreed to work with ECDC as employers for potentially facilitating work placements. The ECDC youth webpages promote the Movement to Work Programme.
	Identify and promote local volunteering reward programmes such as Time Banks to young people to encourage participation which could improve CVs and provide experience	ECDC websites e.g. youth webpages	March 2022 then ongoing	C+P to carry out mapping exercise and provide web team with material	Mapped and promoted on ECDC youth webpages
	Promote websites through the Council's youth webpage that list local job opportunities and apprenticeship programmes for young people	ECDC websites	March 2022 then ongoing	C+P AP to engage with Job Centre and other relevant contacts	ECDC youth webpages signposts to other sites that list local job opportunities and apprenticeship programmes for young people. Youth Officer Champion represented ECDC at the Careers fair held in Ely Cathedral in November 2022, to promote opportunities for young people at ECDC. The webpages were also promoted at this event.
	Promote local apprenticeship opportunities to young people	ECDC websites	March 2022 then ongoing	HR	ECDC work experience opportunities listed on ECDC youth webpages. Youth Officer Champion represented ECDC at the Careers fair held in Ely Cathedral in November 2022, to promote opportunities for young people at ECDC. The webpages were also promoted at this event.
	Identify and promote initiatives that are aimed at retaining local young people to the area	ECDC websites	March 2022 then ongoing	C+P AP to engage with Job Centre and other	Youth Officer Champion represented ECDC at the Careers fair held in Ely Cathedral in November 2022, to promote opportunities for young people at ECDC. The webpages were also promoted which contain links to education, work, volunteering and apprenticeship opportunities.

				relevant contacts	
	Promote information on financial support available for further education on emerging youth webpage on ECDC website	ECDC websites	March 2022 then ongoing	C+P	Promoted on ECDC youth webpages, and these were shared at the Careers fair at Ely Cathedral in November 2022
Working Together	Set up an ECDC officer project team to monitor and review performance of the strategy and action plan	ECDC officer project team	August 2021 and biannual meetings	All	Officer project team established and regular meetings taking place
	Circulate the approved strategy and consultation findings to relevant organisations requesting them to develop their own internal plans to address identified issues, and seek feedback on progress	Send strategy and consultation findings to relevant organisations  ECDC officer project team to monitor	August 2021  Bi-annual monitoring of externally led action plans	C+P	Sent to partners in May 2021 including schools, police, parish councils, health agencies such as PCNs and GP surgeries, children centres, County Council youth contacts, housing providers Responses and comments were received from some partners including Littleport & East Cambs Academy, Voluntary and Community Action East Cambs and Littleport Parish Council. Feedback includes details of what partners are doing in relation to the Youth Strategy areas of focus  Resent to partners on 20.06.22 for any updates. Responses received from CCC, Cheveley Parish Council, Combined Authority
	Support partners and multi-agency projects and initiatives that contribute towards achieving the aims of the East Cambs Youth Strategy and monitor progress via the officer project group	ECDC officer project team  Youth officer champion	August 2021 – set up project group  Biannual monitoring	All	Support offered to relevant agencies. To date no formal requests for specific support have been received



**TITLE: BUDGET MONITORING REPORT**

Committee: Operational Services Committee

Date: 19<sup>th</sup> June 2023

Author: Director, Finance

Report No: Y10

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Room 104. The Grange, Ely

**1.0 ISSUE**

1.1 This report provides Members with details of the financial position for services under the Operational Services Committee.

**2.0 RECOMMENDATION(S)**

2.1 Members are requested to note that the 2022/23 revenue overspend on Operational Services Committee was £742,047. This when compared to its approved budget of £5,818,175.

2.2 Members are further requested to note that the Committee has a capital programme outturn of £995,721. This is an underspend of £2,710,130 when compared to its revised Capital budget.

**3.0 BACKGROUND/OPTIONS**

3.1. Under Financial Regulations each policy committee is required to consider projections of financial performance against both its revenue and capital budget on a quarterly basis.

3.2. This is the final report for Operational Services Committee for the 2022/23 financial year and details the yearend position incorporating actual expenditure incurred, income received and accruals as at 31<sup>st</sup> March 2023.

**Revenue**

3.3. The net revenue expenditure for this Committee at yearend was £6,560,222. This reflects a £742,047 overspend when compared to the approved budget. This is the combination of variations on service lines.

3.4. The revenue budget and net expenditure for each service that falls under the stewardship of this Committee are detailed in appendix 1.

3.5. Explanations for the yearend variances reported for this Committee are detailed in the table below:

Service	Outturn Variance £	Explanation
Building Regulations	£11,839	A number of factors are attributable to the £12,000 overspend - The cost of living rises meant individual homeowners put a freeze on their building work and the significant increase in material costs meant developers also slowed or postponed work. However, in the last quarter the predicted overspend in quarter three was reduced because of a number of large projects that started in early 2023.
Community Projects & Grants	(£47,387)	Despite the Council's best efforts to promote and encourage applications for its Facilities Improvement Grant, demand for this grant remained low throughout the year
Customer Services	(£60,380)	The underspend is due mostly to vacancies within the Team during the year, but was further increased as some staff time / costs have been recharged against Government funding in support of the housing of Ukrainian residents in East Cambs.
Environmental Issues Health- Admin & Miscellaneous	(£30,680) £57,159	Grants from 2022/23 have been used to fund a post in Environmental Health.  Costs and workload within Environmental crime have increased and forced the creation of an additional post.
Homelessness	(£70,718)	There have been vacancies in the Housing Team during the year, with the underspend being further increased as some staff / costs have been recharged to the Government grant in relation to Ukrainian people settling in East Cambs.
IT	£84,846	Inflation has increased many software licences and hardware costs by 15 to 20%.

Leisure Centre	£191,306	The management fee received from the Leisure Centre operator GLL was lower than that budgeted due to increased energy costs and the continuing impact of Covid-19 on certain membership types.
Marketing and Grants	(£16,940)	The Council has been waiting a Government decision regarding the Shared Prosperity Fund which could impact on marketing strategy. As this did not happen, this budget was underspent.
Performance	(£10,400)	The performance leaflet previously circulated to all households in the District was not produced. The budget for this has been deleted moving forward.
Planning	£176,408	During 2022/23 there were a high number of complex planning applications received, this meant that staff vacancies had to be covered by agency staff and consultants at an additional cost. Income targets were achieved over the course of the year; however, they did drop in the final quarter, which wasn't reflected in the previous yearend forecast.
Refuse Collection	£467,015	In line with agenda item 16 at Full Council on the 21 <sup>st</sup> February 2023, the Management fee payable to ECSS was increased by £470,433 to reflect the additional costs incurred by the Company in relation to the so called "cost of living crisis".

### Capital

- 3.6. The revised capital budget for Operational Services Committee was £3,705,851; including £214,764 of slippage brought forward from 2021/22.
- 3.7. The main yearend variation was in relation to Waste vehicles, where procurement was delayed as the Council waited for the Government to announce its long term Waste Strategy.
- 3.8. The cost of vehicles purchased is higher this year than budgeted as ECTC, parks and gardens team, have replaced a number of their vehicles. The cost of these were initially met from Section 106 contributions, with the Council benefiting from the hire charge it makes to ECTC for the vehicles' use over their useful life.

- 3.9. Spend on Disability Facilities, is underspent as an on-going consequence of the Covid-19 pandemic over the past three years. Much work was delayed during the time of restrictions, when it wasn't possible to enter the homes of potential recipients.
- 3.10. £572,961 of CIL receipts received in 2022/23 have been used as funding towards the historic cost of the Leisure Centre, therefore reducing the borrowing on this project.

#### **4.0 ARGUMENTS/CONCLUSION(S)**

- 4.1. The final outturn position is that the Operational Services Committee's net revenue spending is an overspend of £742,047 when compared to its approved budget for the 2022/23 financial year.

#### **5.0 FINANCIAL IMPLICATIONS / EQUALITY IMPACT STATEMENT / CARBON IMPACT ASSESSMENT**

- 5.1. There are no additional financial implications arising from this report, other than those detailed above.
- 5.2. An Equality Impact Assessment (EIA) is not required.
- 5.3. A Carbon Impact Assessment (CIA) is not required.

#### **6.0 APPENDICES**

- 6.1 Appendix 1 – Revenue budget outturn report – 31<sup>st</sup> March 2023.
- 6.2 Appendix 2 – Capital budget outturn report – 31<sup>st</sup> March 2023

#### **Background Documents:**

Budget Monitoring Report Preparation Documents



## OPERATIONAL SERVICES COMMITTEE BUDGET OUTTURN REPORT - 31st March 2023

Revenue	Budget 2022-23	Actual	Variance	Variance between Total Budget & Projected Outturn - December 2022
	£	£	£	£
Building Regulations	30,900	42,739	11,839	20,000
CIL	--	--	--	
Civic Amenities Act	9,828	10,595	767	
Climate Change	100,000	100,000	--	
Community Projects & Grants	189,099	141,712	(47,387)	
Community Safety	57,661	56,622	(1,039)	
Cons.Area & Listed Buildings	64,569	66,965	2,396	
Customer Services	493,405	433,025	(60,380)	(15,000)
Dog Warden Scheme	36,022	36,320	298	
Ely Markets	--	--	--	
Emergency Planning	28,665	27,745	(920)	
Environmental Issues	146,705	116,025	(30,680)	
Health - Admin. & Misc.	423,589	480,748	57,159	25,000
Homelessness	377,911	307,193	(70,718)	(130,000)
IT	872,889	957,735	84,846	75,000
Leisure Centre	(471,469)	(280,163)	191,306	
Licencing	11,835	5,220	(6,615)	
Marketing & Grants	73,229	56,289	(16,940)	
Neighbourhood Panels	1,500	45	(1,455)	
Nuisance Investigation	80,306	88,905	8,599	
Performance Management	10,400	--	(10,400)	
Pest Control	9,866	10,308	442	
Planning	144,837	312,037	176,408	(25,000)
Public Relations	102,779	86,411	(16,368)	
Refuse Recycling	1,051,426	1,051,426	--	
Refuse Collection	1,237,556	1,704,571	467,015	300,000
Street Cleansing	724,356	724,686	330	
Street Naming & Numbering	16,289	10,768	(5,521)	
Travellers Sites	(5,978)	3,087	9,065	
<b>Revenue Total</b>	<b>5,818,175</b>	<b>6,551,014</b>	<b>742,047</b>	<b>250,000</b>



**CAPITAL OUTTURN REPORT 2022/23**

<b>Capital</b>	<b>Published Budget 2022-23 £</b>	<b>Slippage from 2021-22 £</b>	<b>Approved Additions £</b>	<b>Revised Budget 2022-23 £</b>	<b>Outturn £</b>	<b>Variance between Revised Budget &amp; Outturn £</b>
Conservation Area Schemes - 2nd round		27,506		27,506	0	(27,506)
Refuse and Cleansing Vehicles	2,000,000			2,000,000	0	(2,000,000)
Waste - Wheelied Bins	40,000			40,000	70,784	30,784
Mandatory Disabled Facilities Grants	1,347,087	166,008		1,513,095	584,294	(928,801)
Empty Properties, Discretionary DFGs, Minor Works, Home Repair Asst.	75,000			75,000	91,546	16,546
Vehicle Etc. Replacements	29,000	21,250		50,250	249,097	198,847
Leisure Centre				0	0	0
<b>Total</b>	<b>3,491,087</b>	<b>214,764</b>	<b>0</b>	<b>3,705,851</b>	<b>995,721</b>	<b>(2,710,130)</b>

<b>SOURCES OF FINANCING</b>	<b>Published Budget 2022-23 £</b>	<b>Slippage from 2021-22 £</b>	<b>Approved Additions £</b>	<b>Revised Budget 2022-23 £</b>	<b>Outturn £</b>	<b>Variances £</b>
Grants / Contributions (DFG)	716,942	271,463		988,405	584,294	(404,111)
Capital Receipts	745,145	(77,949)		667,196	152,330	(514,866)
Revenue Reserve				0	14,947	14,947
Borrowing	2,000,000			2,000,000	(572,961)	(2,572,961)
Section 106 / CIL	29,000	21,250		50,250	817,111	766,861
<b>Capital Funding Total</b>	<b>3,491,087</b>	<b>214,764</b>	<b>0</b>	<b>3,705,851</b>	<b>995,721</b>	<b>(2,710,130)</b>



**OPERATIONAL SERVICES COMMITTEE**  
**ANNUAL AGENDA PLAN**

**AGENDA ITEM NO 11**

**LEAD OFFICER: Isabel Edgar, Director Operations**

**DEMOCRATIC SERVICES OFFICER:**

<b>Mon 19 June 2023 4:30pm</b>		<b>Mon 18 September 2023 4:30pm</b>		<b>Mon 13 November 2023 4:30pm</b>	
<b>Report deadline</b>	<b>4pm Mon 5 June</b>	<b>Report deadline</b>	<b>4pm Mon 4 Sept</b>	<b>Report deadline</b>	<b>4pm Mon 30 Oct</b>
<b>Agenda despatch</b>	<b>Weds 7 June</b>	<b>Agenda despatch</b>	<b>Weds 6 September</b>	<b>Agenda despatch</b>	<b>Weds 1 November</b>
Youth Action Plan Update	Stephanie Jones (Communities & Partnerships)	Community Safety Partnership Update	CSP Representative	VCAEC Update	VCAEC representative
VCAEC Update	Angela Haylock, CEO	Food Safety Policy	Richard Garnett (Senior Env. Health Officer)	Service Delivery Plans – 6 Month Performance Monitoring	Service Leads
Environment Action Plan 2023	Richard Kay (Strategic Planning Manager)	Health and Safety Enforcement Policy	Richard Garnett (Senior Env. Health Officer)	Environmental Crime Enforcement Policy Review	Liz Knox (Environmental Services Manager)
Representation on Outside Bodies & Annual Reports	SDSO	Quarter 1 – Waste Performance Monitoring	Liz Knox (Head of Street Scene) & Catherine Sutherland (Development Manager)	Quarter 2 – Waste Performance Monitoring	Liz Knox (Head of Street Scene) & Catherine Sutherland (Development Manager)
Budget Outturn Report	Anne Wareham (Senior Accountant)	Materials Recycling Contract	Liz Knox (Head of Street Scene)	Budget Monitoring Report	Anne Wareham (Senior Accountant)
<i>ARP Joint Committee Minutes</i>	<i>DSO</i>	Cambridgeshire and Peterborough Waste Strategy Review	Liz Knox (Head of Street Scene)	<i>ARP Joint Committee Minutes</i>	<i>DSO</i>
Forward Agenda Plan	DSO	Budget Monitoring Report	Anne Wareham (Senior Accountant)	Forward Agenda Plan	DSO
ECSS Management Accounts [EXEMPT]		ARP Joint Committee Minutes: 13 June 2023	DSO	ECSS Management Accounts [EXEMPT]	
<i>ECSS Board Minutes (if any)</i> [EXEMPT]		Forward Agenda Plan	DSO	<i>ECSS Board Minutes (if any)</i> [EXEMPT]	
		ECSS Management Accounts [EXEMPT]			

**Notes:**

1. Agenda items which are likely to be “urgent” and therefore not subject to call-in are marked \*
2. Agenda items in italics are provisional items / possible items for future meetings.

**OPERATIONAL SERVICES COMMITTEE**  
**ANNUAL AGENDA PLAN**

**AGENDA ITEM NO 11**

**LEAD OFFICER: Isabel Edgar, Director Operations**

**DEMOCRATIC SERVICES OFFICER:**

		<i>ECSS Board Minutes (if any)</i> <i>[EXEMPT]</i>			
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- 2. Agenda items in italics are provisional items / possible items for future meetings.**

**OPERATIONAL SERVICES COMMITTEE**  
**ANNUAL AGENDA PLAN**

**AGENDA ITEM NO 11**

**LEAD OFFICER: Isabel Edgar, Director Operations**

**DEMOCRATIC SERVICES OFFICER:**

<b>Mon 15 January 2024 4:30pm</b>		<b>Mon 25 March 2024 4:30pm</b>			
<b>Report deadline</b>	<b>4pm Fri 29 Dec</b>	<b>Report deadline</b>	<b>4pm Mon 11 March</b>	<b>Report deadline</b>	
<b>Agenda despatch</b>	<b>Wed 3 Jan 2024</b>	<b>Agenda despatch</b>	<b>Wed 13 March 2024</b>	<b>Agenda despatch</b>	
Community Safety Partnership Update	CSP Representative	End of Year Reports 2023/24 Service Delivery Plans 2024/25	Service Leads		
Youth Action Plan Update	Stephanie Jones (Communities & Partnerships)	ECSS Business Plan	Isabel Edgar ECSS Director		
Citizens Advice West Suffolk (CAWS) Grant	Lewis Bage (Communities & Partnerships)	Community Engagement Strategy	Lewis Bage (Communities & Partnerships)		
VCAEC Grant	Lewis Bage (Communities & Partnerships)	Vulnerable Community Strategy	Lewis Bage (Communities & Partnerships)		
Health and Wellbeing Strategy and Action Plan review	Liz Knox (Environmental Services Manager)	Budget Monitoring Report	Anne Wareham (Senior Accountant)		
Waste Performance Monitoring Report Q3	Liz Knox (Head of Street Scene) & Catherine Sutherland (Development Manager)	Waste Performance Monitoring Q4	Liz Knox (Head of Street Scene) & Catherine Sutherland (Development Manager)		
<i>ARP Joint Committee Minutes</i>	<i>DSO</i>	<i>ARP Joint Committee Minutes</i>	<i>DSO</i>		
<i>Forward Agenda Plan</i>	<i>DSO</i>	<i>Forward Agenda Plan</i>	<i>DSO</i>		
ECSS Management Accounts [EXEMPT]		ECSS Management Accounts [EXEMPT]			
<i>ECSS Board Minutes (if any)</i> [EXEMPT]		<i>ECSS Board Minutes (if any)</i> [EXEMPT]			

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