

# **EAST CAMBRIDGESHIRE DISTRICT COUNCIL**



## **ANNUAL COUNCIL MEETING**

**25th May 2023**

### **Agenda**

**including**

**Appointment of Committees**

**and**

**other Member Bodies**

## **GUIDANCE NOTES FOR VISITORS TO THE GRANGE**

### **Parking**

Limited visitor parking is available during the daytime at the access area to The Grange, for people making short visits on Council business of up to 30 minutes. Ample free public car parking is available nearby for longer visits and location plans can be forwarded on request. On-site car parking is available for evening meetings after 5.00pm.

### **Access and Security**

If you are visiting The Grange during normal office hours you should report to the main reception desk, where you will be asked to fill in a visitor's pass that must be worn at all times whilst you are in the building. Please remember to return your pass before you leave.

This will not apply if you come to an evening meeting: in this case you will enter via the rear access doors in the glass atrium at the back of the building and a Facilities Assistant will direct you to the room in which the meeting will take place.

### **Emergencies**

In the event of a fire or any other emergency during the day, you will hear a continuous alarm. The designated officer or their deputy as set out in the displayed plans for each floor will take charge of any evacuation and try to ensure that no one is left within the areas for which they are responsible.

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If you discover a fire immediately operate the nearest fire alarm call point, inform reception or another member of staff, leave the building and go to the assembly point.

In the event of a fire or another emergency during an evening meeting, a member of staff will direct you to the nearest available exit.

### **First Aid**

If someone feels unwell or needs first aid, please let a member of staff know.

### **Access for People with Disabilities**

The Council Chamber and majority of Committee rooms are accessible to wheelchair users via the lift. There are specially adapted toilets on the ground floor (in main reception) and on the first floor of the building.

In the event of a fire or another emergency, wheelchair users will be guided to an area near to an exit to await the arrival of the emergency services.

### **Toilets**

Public toilets are on the ground floor in the main reception area.

If you are visiting The Grange for an evening meeting, the toilets in close proximity to the Chamber and Committee rooms are all clearly signposted.

### **Smoking**

The Council operates a NO SMOKING policy in all its office buildings, including the car park to The Grange.



# EAST CAMBRIDGESHIRE DISTRICT COUNCIL

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

## NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the Annual Meeting of **EAST CAMBRIDGESHIRE DISTRICT COUNCIL** will be held in the **COUNCIL CHAMBER** at **THE GRANGE, NUTHOLT LANE, ELY, CB7 4EE**, on **THURSDAY 25 MAY 2023** commencing at **6.00pm** with up to 15 minutes of Public Question Time, immediately followed by the formal business, and you are summoned to attend for the transaction of the following business:

**A minute's silence will be observed as a mark of respect following the death of former Councillor Walter Bebbington, Independent District Councillor for the Ely North Ward from 1991 to 1999**

## AGENDA

1. **PUBLIC QUESTION TIME** [oral]  
The meeting will commence with up to 15 minutes Public Question Time
2. **ELECTION OF CHAIRMAN 2023/24**

<b>Nomination</b>	<b>Proposed By</b>	<b>Seconded By</b>
Cllr Mark Goldsack	Cllr Anna Bailey	Cllr Julia Huffer
3. **VOTE OF THANKS TO OUTGOING CHAIRMAN AND PRESENTATION OF PAST CHAIRMAN'S MEDALLION AND SCROLL**
4. **APOLOGIES FOR ABSENCE** [oral]
5. **ELECTION OF VICE-CHAIRMAN 2023/24**

<b>Nomination</b>	<b>Proposed By</b>	<b>Seconded By</b>
Cllr David Brown	Cllr Mark Goldsack	Cllr Anna Bailey
6. **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
7. **MINUTES – 21 FEBRUARY 2023**

To confirm as a correct record

8. **DISTRICT COUNCIL ELECTION RESULTS 2023**
9. **CHAIRMAN'S ANNOUNCEMENTS** [oral]
10. **TO RECEIVE PETITIONS (IF ANY)** [oral]
11. **NOTICE OF MOTIONS UNDER PROCEDURE RULE 10** [oral]
12. **TO ANSWER QUESTIONS FROM MEMBERS (IF ANY)** [oral]
13. **LEADER AND DEPUTY LEADER OF THE COUNCIL, GROUP LEADERS AND DEPUTY GROUP LEADERS**
14. **POLITICAL PROPORTIONALITY**
15. **MEMBERSHIP OF COMMITTEES AND SUB-COMMITTEES (INCLUDING SUBSTITUTES) AND OTHER MEMBER BODIES 2023/24**
16. **CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY:  
(a) Appointments to Combined Authority**
17. **ACTIONS TAKEN BY THE CHIEF EXECUTIVE ON THE GROUNDS OF URGENCY**



**J Hill**  
**Chief Executive**

To: All Members of the Council

**NOTE:**

**AT THE CONCLUSION OF THE ANNUAL COUNCIL MEETING, THE FOLLOWING COMMITTEES/SUB-COMMITTEES WILL MEET TO ELECT A CHAIRMAN AND A VICE-CHAIRMAN, ETC, FOR 2023/24:**

- **FINANCE AND ASSETS COMMITTEE**
- **OPERATIONAL SERVICES COMMITTEE**
- **AUDIT COMMITTEE**
- **LICENSING COMMITTEE**
- **PLANNING COMMITTEE**

## NOTES:

1. Members of the public are welcome to attend this meeting. 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 live stream of the meeting will be available. Further details can be found at [www.eastcambs.gov.uk/meetings/council-25052023](http://www.eastcambs.gov.uk/meetings/council-25052023) Please be aware that all attendees, including those in the public gallery, will be visible on the livestream.

Public Questions/Statements are welcomed on any topic related to the Council'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>

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 would ask members of the public to bring their own drink to the meeting, if required.

2. There will be an announcement at the start of the meeting regarding the procedure to follow should the fire alarm sound during the meeting.
3. Reports are attached for each agenda item unless marked "oral".
4. 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)
5. 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)."

CHAIRMAN'S ENGAGEMENTS – 20 MAY 2022 – 23 MAY 2023

20/05/22	To meet Competition Winners – Design for side of refuse lorries at Portley Hill Depot, Littleport
24/05/22	USAF Civic Leaders Information Day, RAF Molesworth
30/05/22	Opening of The Maize – Ely Country Park
05/06/22	Service of Thanksgiving for the Platinum Jubilee of Her Majesty The Queen, Ely Cathedral
14/06/22	Laying of Wreath for the 40 <sup>th</sup> Anniversary of Falklands Conflict at Ely War Memorial
18/06/22	Installation of the Right Worshipful Mayor of Peterborough at Peterborough Cathedral
23/07/22	Cambridgeshire County Day Garden Party – July Racecourse, Newmarket
25/06/22	Ely Sinfonia, Suffolk Philharmonic Orchestra Concert – Ely Cathedral
29/06/22	48 <sup>th</sup> Fighter Wing Change of Command Ceremony, RAF Lakenheath
	Bishop of Ely Garden Party, Bishop's Garden, Ely
01/7/22	Carnival of Animals Concert, Ely Arts Festival, Ely Cathedral
08/07/22	Official Opening of the Refurbished Gardiner Memorial Hall, Burwell
10/07/22	Ely Choral Society Summer Serenade Concert, Kings Ely
14/09/22	Signing of Condolence Book – Passing of Her Majesty the Queen, Queen Elizabeth II
18/09/22	Service of Thanksgiving – Ely Cathedral
24/09/22	Ely Sinfonia Concert – Ely Cathedral
16/10/22	High Sheriff of Cambridgeshire's Justice Service – Ely Cathedral
29/10/22	Ely Choral Society Concert, performance of Rossini's Petite Messe Solennelle, Ely Cathedral
30/10/22	The Mayor and Mayoress of Whittlesey, The Mayor's Civic Service, St Mary's Church, Whittlesey
04/11/22	Voluntary & Community Action East Cambridgeshire (VCAEC) Annual General Meeting, Ely Library
11/11/22	Laying a Wreath of Remembrance, Ely War Memorial
13/11/22	Remembrance Day Service, Ely Cathedral and Laying of Wreath at Ely War Memorial
02/12/22	Chairman of Fenland District Council, Community Carol Service, Chatteris Parish Church
10/12/22	Ely Choral Society 'Christmas Carols for All' Concert, St Mary's Church, Ely
26/02/23	Viva Arts Awards, St Mary's Church, Ely
12/04/23	Official Opening of The Viva Theatre, Soham by HRH Prince Edward, The Duke of Edinburgh KG GCVO.
12/04/23	Visit of HRH Prince Edward, The Duke of Edinburgh, KG GCVO to 10 <sup>th</sup> Anniversary of Harry Specters, Cambridgeshire Business Park, Ely
21/04/23	Civic Reception – Mayor of Newmarket – The King Edward VII Memorial Hall
21/04/23	Ely Choral Society Concert – Ely Cathedral
28/04/23	Mayor and Mayoress of Cambridge Reception – The Guildhall, Cambridge
29/04/23	Ely Sinfonia Spring 2023 Concert – Ely Cathedral
07/05/23	Choral Evensong – Coronation of His Majesty The King and Her Majesty The Queen Consort – Ely Cathedral
09/05/23	Royal Garden Party - London

\*\* Engagement carried out by Vice-Chairman.



EAST  
CAMBRIDGESHIRE  
DISTRICT COUNCIL

**Agenda Item No 7**

**Minutes of a Meeting of  
East Cambridgeshire District Council held at  
The Grange, Nutholt Lane, Ely, CB7 4EE on  
Tuesday 21<sup>st</sup> February 2023 at 6.00pm**

**PRESENT**

Councillor Christine Ambrose Smith	Councillor Julia Huffer
Councillor David Ambrose Smith	Councillor Bill Hunt
Councillor Sue Austen	Councillor Mark Inskip
Councillor Anna Bailey	Councillor Alec Jones
Councillor Ian Bovingdon	Councillor Daniel Schumann
Councillor David Brown	Councillor Joshua Schumann
Councillor Charlotte Cane	Councillor Alan Sharp (Chairman)
Councillor Lorna Dupré	Councillor John Trapp
Councillor Lavinia Edwards	Councillor Paola Trimarco
Councillor Lis Every	Councillor Jo Webber
Councillor Mark Goldsack	Councillor Christine Whelan
Councillor Simon Harries	Councillor Gareth Wilson

3 members of the public were in attendance.

Prior to the commencement of the meeting, tributes were given and a minute's silence was held as a mark of respect following the deaths of former District Councillor Chris Morris (Dullingham Villages Ward 2011-2019) and former District Councillor Geoffrey Woollard (Bottisham Ward 1985-1991).

Tributes to former Councillor Chris Morris:

*Cllr Alan Sharp* - I took over representing the Dullingham villages - there was a Ward boundary reorganisation in 2019 - but the villages that Chris represented of Dullingham, Stetchworth (which is my home village) and Woodditton were part of his Ward. He was a conscientious councillor for the eight years of his term of office and supported his parish councils with a great deal of diligence. I discovered at his funeral, that he was involved in many activities around the area and that he grew up about 5 miles from where I originally lived, just on the west side of London, but our paths never crossed. So, I commend our thoughts to Chris.

*Cllr Anna Bailey* - "I was incredibly saddened to hear of the untimely death of Chris who, as you say, served as a Conservative councillor for the Dullingham Villages here at the Council from 2011 to 2019. I was also pleased to attend Chris's funeral. There was a huge turnout and it was testament to the multitude of organisations and clubs and charities that Chris was involved in that so many people turned out to his funeral. Chris gave freely and very generously of his time and his energy and his accountancy

expertise to dozens and dozens of good causes. It was truly astonishing to hear the amount of activities that he was involved in. He certainly wasn't known for his time-keeping, but Chris was known for his keen interest in a very wide range of activities and his generosity to all of them. He will be sorely missed I know and we send our grateful thanks and our condolences from this Council to his wife Ros and his family."

*Cllr Christine Ambrose Smith* - "I had the pleasure of working alongside Chris for a couple of years and I echo everything that's been said. He was a very kind and generous man and will be sadly missed."

Tributes to former Councillor Geoffrey Woollard:

*Cllr David Brown* - "I first met Geoffrey Woollard in 1990 when I worked for the National Farmers Union in Broad Street, Ely. Geoffrey was representing the views of local farmers and seeking help. He was a passionate advocate on behalf of those he represented. That is something I will always remember about Geoffrey - his passion for what he believed in. Some of us will remember his successful campaign "Don't Ditch our Lodes", against the Environment Agency plans. Others may remember his campaign to successfully save the "Little Chapel in the Fens". Geoffrey was a prolific letter writer both to the local and national press. I suspect all of us will have read a letter from Geoffrey in a newspaper at some point. Whether you agreed with his views or not, he always argued his case clearly

Then, when I was County Councillor for Burwell, I had the pleasure of meeting with Geoffrey on numerous occasions in his role as a member of Swaffham Prior Parish Council. He was an active member, and always ready with an incisive question or word of advice. I became friends with Geoffrey, and I am proud to have known him."

*Cllr Mark Goldsack* - "I have actually known Geoffrey for the best part of a couple of decades. I got to know him through business first and foremost. Words I can use for Geoffrey were bombastic, competitive, forthright, confrontational, and passionate, just as David said. You knew exactly where you stood whether he liked your idea or whether he didn't like your idea. Geoffrey was not shy in standing forward. In fact, full credit to Geoffrey who stood as an Independent in the last County Council by-election against myself and he walked every street, knocked on every door, all by himself at the age at that point I think he was then in his late 70s. So, he will be missed.

And a message about both of the gentlemen – I'd like to thank them for what they brought to the town of Soham which is where they finished up living. They were very generous in their spirit and very generous to what they did locally, so thank you."

#### **50. PUBLIC QUESTION TIME**

There were no questions from members of the public.

#### **51. APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Starkey, Stubbs and A Whelan.



**52. DECLARATIONS OF INTEREST**

No Declarations of Interest were made.

**53. MINUTES – 20<sup>th</sup> OCTOBER & 15<sup>th</sup> DECEMBER 2022**

It was resolved:

That the Minutes of the Council meetings held on 20<sup>th</sup> October and 15<sup>th</sup> December 2022 be confirmed as a correct record and signed by the Chairman.

**54. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman announced that Joan Cox, Electoral Services Team Leader, would be retiring in March following 41 years of service to the Council. The Chairman thanked Joan for her work on behalf of the Council and the District's residents, and all Members and Officers paid tribute to Joan with a round of applause.

**55. PETITIONS**

No petitions had been received.

**56. MOTIONS**

**Voter Identification**

The following Motion was proposed by Cllr Dupré and seconded by Cllr Cane:

This Council notes

1. The passing of the Elections Act 2022 including a new requirement for electors to show photographic identification at polling stations in order to vote in person;
2. The concerns expressed by a variety of organisations that this is likely to prevent large numbers of people from participating in elections, with black and minority ethnic, low income, disabled, LGBT+, elderly and young voters being particularly likely to be disenfranchised;
3. That the acceptable forms of ID listed by the Government are weighted towards more affluent and older voters, who are more likely to have passports, driving licences, and senior citizens' bus passes, while forms of photo ID more likely to be held by younger people such as young persons' railcards have been excluded;
4. The comments of the Electoral Commission in September 2022 that the new rules could not 'be delivered in a way which is fully secure, accessible and workable', pointing out that 7.5 per cent of voters do not currently hold an acceptable form of ID and over 1,000 voters

were denied the opportunity to vote during Voter ID trials in the 2018 and 2019 Local Elections;

5. The view of the Association of Electoral Administrators that 'it is no longer realistic to successfully introduce Voter ID in May 2023', and that the timetable for implementation should therefore be put back; and
6. The concerns expressed by the Local Government Association that there is insufficient time to make the necessary changes ahead of the May 2023 elections without risking access to the vote, and that the introduction of voter ID requirements should therefore be delayed.

This Council believes that

- a. All residents eligible to vote should be encouraged and enabled to do so, with as few barriers to participation as can be proven to be absolutely necessary;
- b. The new requirement is disproportionate given that in the 2019 General, Local, European, and Mayoral Elections there were only four convictions resulting from allegations of in-person voter fraud out of 58 million votes cast, and in the 2021 Local Elections just one caution for election fraud was issued by the police;
- c. The role of local authorities such as East Cambridgeshire District Council that are responsible for electoral registration and administration is to ensure access to the democratic process for all eligible electors; and
- d. The rushed and last-minute timeframe in which this legislation has been enacted will put considerable strain on staff and resources at East Cambridgeshire District Council to communicate the new rules to voters, provide Voter Authority Certificates to thousands of local residents, and train polling station staff in less than four months in the run-up to the 2023 Local Elections.

This Council therefore resolves to

- I. Instruct the Chief Executive to write to the Cabinet Office to express the Council's complete opposition to the proposals for mandatory Voter ID in view of the damaging effect it will have on UK elections, and to demand that this section of the new legislation is repealed immediately;
- II. Write to every household in East Cambridgeshire about the new requirement for voter identification and the risk that electors may be disenfranchised;
- III. Work with partners including parish councils and the County Council to increase awareness of the change in legislation and the new barriers to electoral participation;
- IV. Liaise with the County Council and other partners to develop and implement a targeted programme to ensure that residents particularly at risk of losing their right to vote are made aware of the requirement to apply for identification papers in order to vote, and supported to do so; and

- V. Receive a report to the March meeting of the Council's Finance & Assets Committee to update on the activities carried out under I-IV above, publish the numbers of applications for Voter Authority Certificates received, and the number awarded, and advise of any issues arising.

Speaking as proposer of the Motion, Cllr Dupré stated that the introduction of Voter ID was an expensive solution to a very small issue – the Government estimated that the implementation cost would be £65-180m over 10 years but the independent Electoral Commission annually reported that there was no significant voter fraud. Many people with a right to vote would be prevented from doing so as a result of the new legislation because it was estimated that approximately 2 million people in the UK did not have suitable ID, many others did not know about the requirement, and those without suitable ID were not evenly spread through the country's demographics. Individuals could apply for a Voter Authority Certificate (VAC) but the timing meant that most people were unaware of it and to date only 21,000 of the potential 2 million affected electors had applied. East Cambridgeshire District Council had received only 19 applications in the first three weeks of availability. Turnout for elections was already low and this additional requirement would further reduce it at great cost. The Motion sought to note the concerns of other bodies and called for action to protect democracy.

The Leader of Council thanked the proposer and seconder for placing a spotlight on Voter ID. The legislation would not be repealed and therefore since the start of the year the Council had been focussing on raising awareness of the new requirements. Attention was drawn to the Council's posters and literature that had been provided to Members at the meeting and to the list of activities that had previously been supplied by the Electoral Services Team Leader. There were multiple acceptable forms of ID and the process for obtaining a VAC was also straightforward. All Members were encouraged to work together to raise awareness and to increase turnout at the May elections.

A Member stressed the importance of preserving democracy and the right to vote and stated that the new requirements protected it. Another Member emphasised that in their view the principle of requiring ID in order to vote was unremarkable, but the manner and speed of implementation was a concern and the awareness campaign was insufficient. They considered that the level of voter fraud in the UK was very small and did not warrant the swift introduction of new ID requirements; as a country without mandatory ID cards for all citizens there was a risk of disenfranchising communities that were statistically less likely to already have suitable ID.

Speaking as the seconder of the Motion, Cllr Cane reiterated the risk of an estimated 2 million people being unable to vote due to not having the necessary form of ID. Referencing the process for obtaining a VAC, she commented that for some people it would not be straightforward, for example if they did not have internet access or a digital photograph, or the ability to visit The Grange for help from Officers. Additionally, many people did not know that it was necessary

and for that reason the Motion called for the Council to write to all of the District's residents to explain the new requirements. The independent Electoral Commission had said that the timetable of the Voter ID introduction meant that the May 2023 elections could not be conducted in a fully secure, accessible and workable manner. Therefore, as the authority responsible for managing elections in the District, the Council should do everything in its power to protect democracy by undertaking all of the actions set out in the Motion.

Summing up as the proposer of the Motion, and responding to points raised during the debate, Cllr Dupré disagreed with the suggestion that Voter ID would protect the vote and reiterated criticism of the high cost of Voter ID implementation and the speed of its introduction. Attention was drawn to the costs of obtaining a VAC in terms of time and bureaucracy, and that many residents may be unaware of the requirement until too late. The Electoral Commission, Association of Electoral Administrators, and the Local Government Association had all raised concerns as detailed in the Motion and Members were therefore called to support the Motion as a defence of citizens' right to vote.

On being put to the vote, the Motion was lost with 9 votes in favour and 14 against with 1 abstention.

## **57. QUESTIONS FROM MEMBERS**

Six questions were received and responses given as follows:

### **i) Question to the Leader of the Liberal Democrat Group from the Leader of the Council:**

I note that the Liberal Democrat Group began this four-year administration period with 13 Councillors and are now depleted to 9. I also note that Cllr Matt Downey, who isn't here this evening, has been expelled by his colleagues from the Liberal Democrat Group.

Can Cllr Dupré please explain to this Council and to East Cambs residents why Cllr Matt Downey has been expelled from the Liberal Democrat Group and will Cllr Dupré now condemn the behaviour of Cllr Matt Downey that led to his having been found in breach of the Code of Conduct by an independent external Code of Conduct expert, costing Council Tax payers thousands of pounds, and leading to the censure of Cllr Downey?

### **Response from the Leader of the Liberal Democrat Group, Cllr Lorna Dupré:**

Cllr Matt Downey was excluded from the Liberal Democrat Group under its standing orders in accordance with the Group's procedures.

### **ii) Question to the Leader of the Liberal Democrat Group, and a County Councillor, from Cllr Bill Hunt:**

I note that there have been some 24,000 replies to the recent consultation proposing road charging in Cambridge. I am aware from conversations with

East Cambs residents and from public opinion testing that this proposal is generally opposed and hated. I also note that the final County Council decision will not now be made until after the District Council elections in May.

Please will Cllr Dupré confirm that if there is a majority of replies to the consultation that oppose the charge that she will honour democracy and vote against road charging?

**Response from the Leader of the Liberal Democrat Group, Cllr Lorna Dupré:**

The Making Connections consultation has indeed attracted significant levels of response. Neither Cllr Hunt nor myself knows the content of those responses, which will take some time to be analysed.

Decades of decline have left many of our towns and villages poorly served by public transport. Young people struggle to get to college, work or leisure. Older people and those with disabilities also lose out. Many low income families can't afford to run a car.

A Liberal Democrat council will work with other councils to get East Cambridgeshire properly connected. We want attractive, reliable, affordable public transport for those who can't drive and those who want a convenient alternative to using a car.

Meanwhile local Conservatives continue to campaign against public transport—calling for the axing of ten bus routes based on misleading figures, opposing the £1 a month Mayoral precept to keep existing rural buses, and trying to sabotage the trials of the experimental 'Ting' demand responsive bus service.

I know residents are concerned about proposals for a 'congestion charge' in Cambridge to fund improvements. My Group wants major changes to public transport to provide high quality alternatives to driving before charging is considered. And any plan for charging needs to be fair and equitable. The current proposals don't pass that test.

**iii) Question to the Chairman of the Finance & Assets Committee from Cllr Christine Whelan:**

The UK has seen a significant rise in the last few years of hate towards the LGBTQ+ community especially trans women in local communities. There has also been verbal abuse towards LGBT+ people in our own District.

- Only this last week we saw a young trans girl Brianna Ghey murdered. This is particularly highlighted as this month is LGBT+ history month.
- What provisions have the council made regarding protection for the LGBT+ community and what did the council do this month to recognise LGBT history month this year?

Will the Council join other councils next year in flying the Progress Pride flag during February next year and fly the Progress Pride flag during Ely Pride?

**Response from the Chairman of the Finance & Assets Committee, Cllr David Brown:**

Any incident/crime that comes to the Council's attention is dealt with thoroughly, sensitively, in confidence and with the victim's full support.

Hate crime/incident training took place online in November 2022 for Community Safety Partnership (CSP) partners and parish councils. The training covered what a Hate Crime is, how to spot it and what to do about it if you suspect or are told a Hate Crime against the LGBTQ+ community has occurred. Four Hate Crime reporting centres have been established across the District in Fordham, Littleport, Sutton and The Lighthouse centre in Ely. East Cambs District Council and the CSP are promoting these and encouraging further partners to sign up.

Hate Crime is also a feature in our Community Eyes & Ears programme. The Council has distributed information booklets, provided training to Neighbourhood Watch groups, Members and Parish Councils and there is a link to it on the CSP webpage for the public to access. Working with the CSP, we have also created a Hate Crime toolkit which has been distributed to all schools in East Cambridgeshire and is available on the CSP webpage for all to access.

There is a specific LGBTQ+ section in the Councils Engagement Toolkit. This covers the importance of and methods of engagement, barriers, and benefits of engagement for this specific group.

With all of our communications, we make the content specifically relevant to the people of East Cambridgeshire, where possible. For the past two years, the Comms Team has been unable to find specific events being hosted in East Cambridgeshire to support LGBTQ+ History Month, hence no posts have been shared to date. If Members are aware of any events or activities taking place then the Comms Team is very happy to promote them. The Comms Team is working in partnership with the CSP to produce a proactive comms plan for 2023/24 at which events such as LGBTQ+ History will be showcased.

On the 16 November 2016, Agenda Item 10, Council took the decision to fly the Union Flag on a permanent basis, unless otherwise instructed by His Majesty's Government.

**iv) Question to the Chairman of the Operational Services Committee from Cllr Charlotte Cane:**

As Chair of Operational Services Committee and an Observer on the ECSS Board, why did Cllr Huffer not bring the financial issues at ECSS to the Committee Members' attention when they were discussing cancelling January's scheduled meeting of the Committee due to "lack of business"? Why did she consider that an overspend by ECSS of at least £300,000 was not worthy of discussion at an Operational Services Committee meeting in January?

**Response from the Chairman of the Operational Services Committee, Cllr Julia Huffer:**

An email cancelling the Operational Services Committee that was due to be held on 16 January 2023 was sent to Members of the Committee on 14 December 2022. The meeting was cancelled due to a lack of substantive business. At the time of cancellation the level of overspend was still being calculated. An indicative overspend figure of £300,000 was reported to the Finance & Assets Committee on 23 January 2023.

ECSS held a formal Board Meeting on 31 January 2023 to consider a request to ask the Council to increase the 2022/23 Management Fee. Only Council can make the decision to agree this request as it is outside the budget of the Operational Services Committee.

**v) Question to the Chairman of the Operational Services Committee from Cllr John Trapp:**

As one of the Council's Observers at the ECSS Board meetings, how frequently did Cllr Huffer receive and review Management Accounts for ECSS?

**Response from the Chairman of the Operational Services Committee, Cllr Julia Huffer:**

ECSS Board last reviewed the management accounts on 31 January 2023. Prior to this, as it is essentially on operational budget, the Board did not receive management accounts, instead it discussed and approved the annual statutory accounts.

**vi) Question to the Chairman of the Operational Services Committee from Cllr Mark Inskip:**

When did the ECSS Board first discuss the forecast overspend for the year to 31 March 2023 and when did the Board first discuss that the overspend would be at least £300,000?

**Response from the Chairman of the Operational Services Committee, Cllr Julia Huffer:**

The ECSS Board first discussed the overspend on 31 January 2023.

**58. CHANGE TO POLITICAL GROUP, PROPORTIONALITY AND MEMBERSHIP OF COMMITTEES**

Council considered a report (X150, previously circulated) concerning revised proportionality as the result of a change to the membership of the Liberal Democrat Group. Revised appendices had been circulated to all Members in advance of the meeting.

The Democratic Services Manager explained that since the publication of the original paper, notification had been received from the Liberal Democrat Group of a proposal that meant agreement had been reached by the Group Leaders

as to how the correct proportionality could be achieved. Group Leaders were asked to inform the Democratic Services Manager of their revised committee memberships in due course.

The Chairman moved the recommendation in the revised appendix, seconded by the Vice-Chairman.

It was resolved unanimously:

That the revised proportionality as the result of a change to the membership of the Liberal Democrat Group, as detailed in Appendix 1 of the report, and the resulting changes to the allocation of seats on Committees etc as detailed in Appendix 2 of the report, be noted.

**59. PAY POLICY STATEMENT 2023/24**

Council considered a report (X151, previously circulated) containing the Council's Pay Policy Statement 2023-24 as required under the Localism Act 2011.

The HR Manager introduced the report and highlighted that spinal column point 1 would be removed from 1<sup>st</sup> April 2023 as part of the NJC Pay Award Agreement for 2022/23. The lowest point on the Council's pay scale would be £10.60/h and the ratio between the highest and lowest grades had reduced.

Cllr Brown moved the recommendation in the report, seconded by Cllr Bovingdon.

It was resolved unanimously:

That the 2023-24 Pay Policy Statement at Appendix 1 to the report be approved and adopted.

**60. COMMUNITY GOVERNANCE REVIEW – BURROUGH GREEN/DULLINGHAM**

Council considered a report (X152, previously circulated) concerning a proposal from Burrough Green Parish Council to alter the parish boundary between the parishes of Burrough Green and Dullingham. The Electoral Services Officer introduced the report and explained that a First Stage Consultation had been undertaken, resulting in a single response which objected to the proposal. No responses had been received in support of the proposal and the suggested new boundary passed through a resident's property meaning that a boundary anomaly would result if implemented. Members were therefore recommended that no further action should be taken and the boundary should remain unchanged.

Cllr Sharp moved the recommendation in the report, seconded by Cllr D Schumann. As the Ward Member for Burrough Green and Dullingham, Cllr



Sharp commented that he would explain to Burrough Green Parish Council that the proposal could be revisited in the Polling Districts and Polling Places review later in 2023, with greater details provided by them, if they so wished.

It was resolved unanimously:

1. That the parish boundary between the parishes of Burrough Green and Dullingham not be amended.
2. That the Council not proceed with the Second Stage Consultation.

## **61. RECOMMENDATIONS FROM COMMITTEES AND OTHER MEMBER BODIES**

Council considered report X153, previously circulated, detailing recommendations from the Finance and Assets Committee and the Audit Committee as follows:

### **1. Finance and Assets Committee – 24<sup>th</sup> November 2022**

#### Treasury Operations Mid-Year Review

The Chairman of the Finance and Assets Committee proposed the recommendation and drew Members' attention to the extract from the Minutes of the meeting explaining that the figures were correct at the end of September 2022 and would be updated in the next report to reflect the changes to the economic climate since then. The Vice-Chairman of the Finance and Assets Committee seconded the proposal.

It was resolved unanimously:

That the contents of the mid-year review report on the Council's Treasury operations during 2022/23, as set out in Appendix A1 of the report, be noted.

### **2. Finance and Assets Committee – 23<sup>rd</sup> January 2023**

#### 2023/24 Annual Treasury Management Strategy, Minimum Review Provision (MRP) Policy Statement and Annual Investment Strategy (AIS)

The Chairman of the Finance and Assets Committee proposed the recommendation, seconded by the Committee's Vice-Chairman.

The Leader of the Council highlighted that the Council continued to have no external borrowing planned for 2023/24 and would therefore not be subject to any high interest charges.

It was resolved unanimously:

That approval be given to:

- i) The 2023/24 Treasury Management Strategy
- ii) The Annual Investment Strategy
- iii) The Minimum Revenue Provision Policy Statement
- iv) The Prudential and Treasury Indicators.

### **3. Audit Committee – 30<sup>th</sup> January 2023**

#### Anti-Fraud and Corruption Strategy

The Vice-Chairman of the Audit Committee proposed the recommendation, seconded by Cllr Sharp.

It was resolved unanimously:

That the Anti-Fraud & Corruption Strategy, as set out in Appendix C1 of the report, be approved and adopted.

### **62. REVENUE BUDGET, CAPITAL STRATEGY AND COUNCIL TAX 2023/24**

Council considered a report (X154, previously circulated) setting out the Council's proposed revenue budget, capital strategy, and the required level of Council Tax in 2023/24. The report also assessed the robustness of the budgets, the adequacy of reserves, and updated the Council's Medium Term Financial Strategy (MTFS).

The Director Finance introduced the report and highlighted the eight recommendations in section 2.1. The Council Tax Resolution (Appendix 1) had been circulated to Members after publication of the report because the details from all of the preceptors had not been available earlier. The final Local Government Finance Settlements and Business Rates information had not been available when the draft Budget Report was presented to the Finance and Assets Committee on 23<sup>rd</sup> January 2023 but had now been published and were included within the report together with other relevant updates since that meeting. In net terms, there was a positive difference from the position reported to the Finance and Assets Committee which reduced the amount of the surplus savings reserve that would be used for a balanced budget in 2023/24. Use of the surplus savings reserve would provide a balanced budget in 2023/24 and 2024/25 with no need to increase Council Tax in 2023/24 or make changes to service delivery. However, consideration was required as to how to balance the budget in years 3 and 4.

The recommendations in the report were proposed by the Leader of Council and seconded by the Deputy Leader of Council. The Leader stated that the Conservative Group considered that increased taxation should be the last resort for a local authority, but not at the expense of high-quality services, and was pleased to recommend a Council Tax freeze for the tenth consecutive year;

the only district or upper tier local authority to be able to do so. The budget was balanced for two years and the Council was not incurring any interest payments since it continued to have no external borrowing. 10% of the operating budget was maintained in general reserves, separate to the surplus savings reserve. She detailed recent investment from the Council, such as the £2.3m recently awarded to nine community groups, and highlighted that Council-owned car parks within the towns and city centre remained free to use. Investment in the waste service continued with money set aside for black wheeled bins and £2.8m earmarked for the purchase of waste collection vehicles that would be fuelled by hydro-treated vegetable oil, thus reducing the Council's emissions. The Council's wholly-owned East Cambs Trading Company (ECTC) continued to focus on supporting the Council's running costs to help keep Council Tax low. Trading as Palace Green Homes, the Company built new homes for local people, often in conjunction with Community Land Trusts (CLTs), and brought funds to the Council *via* sales, new Council Tax receipts and Community Infrastructure Levy (CIL) payments. The Markets team within the Company ran the popular and award-winning markets in Ely at no cost to the Council and delivered a modest surplus. The Parks and Open Spaces team also delivered an excellent local service and reduced the Council's own costs. The proposed budget included a £1.7m increase in the loan facility to ECTC to continue its development programme delivering new homes and generating income for the Council in the form of interest payments. ECTC had already benefitted the Council by over £3.6m, expected to rise to £4.6m by the end of the financial year. By contrast, a 1% increase in Council Tax would only generate approximately £45k of additional income per year. Other Councils had approved significant Council Tax increases, whereas the proposed budget for this Council was responsible and well-managed and would be the tenth year of Council Tax freeze for residents.

On the invitation of the Chairman, the Leader of the Liberal Democrat Group, Cllr Dupré, then proposed a previously-circulated Amendment, seconded by Cllr Cane:

To approve:

- i) The formal Council Tax Resolution which calculates the Council Tax requirement as set out in Appendix 1
- ii) The draft revenue budget for 2023/24 and MTFs for 2024/25 to 2026/27 as set out in Appendices 2(a) – LibDem and 2(b) – LibDem, specifically to reflect the following proposals:
  - a. To initially create a reserve and then fund the forecast costs of a new Local Plan
  - b. To fund the initial capital (£500,000) and then on-going revenue costs to implement Civil Parking Enforcement within the District (£40,000 in 2024/25)
  - c. To increase the Environment Fund from £100,000 to £200,000 per year
  - d. To provide grant funding to local parish councils and community groups to mark the Coronation (£20,000 in 2023/24 only)

- e. To build in a (£200,000) turnover allowance on staff costs in recognition that there will be staff vacancies throughout the year
- iii) A Council Tax freeze in 2023/24
- iv) The Statement of Reserves as set out in Appendix 3 - LibDem
- v) The 2023/24 Fees and Charges as set out in Appendix 4
- vi) The Capital Strategy and financing as set out in Appendix 5 - LibDem
- vii) The extension of Business Rate reliefs (which will be fully funded by the Government through Section 31 grants) as detailed in Sections 6.6 to 6.10 of this report.
- viii) The discretionary element of the Council Tax Support Fund as detailed in paragraphs 11.9 to 11.11.

Cllr Dupré listed the five additional proposals included in the budget amendment and highlighted that the amendment retained the proposed Council Tax freeze. She stated that the amended budget was responsible and would address several areas that the Liberal Democrat Group considered to be important. The existing Local Plan was an important document that was now eight years old and consequently struggled to prevent unsuitable development in some areas. Therefore, a turnover fund from staff vacancies throughout the year would be allocated to a reserve to fund the development of a new Local Plan. The Council would shortly be one of only three councils nationwide that did not use Civil Parking Enforcement (CPE) and instead relied on the police to manage parking issues. Funding from the County Council and from CIL would be used to implement CPE for the District, leaving the police to concentrate their efforts elsewhere and enabling the potential to enforce weight limits on some routes. An additional £100k would be allocated to the Environment Fund over the next four years in recognition of the climate emergency, and a small one-off grant pot would enable communities to mark the occasion of the King's Coronation in May. The amended budget proposal had been fully-costed and funded, retained a Council Tax freeze, and was balanced.

A Member questioned the purpose of ring-fencing money to develop a new Local Plan since it was known that a new system was due to be introduced soon. They also expressed concern that the introduction of CPE would inevitably result in the introduction of charges for all Council-owned car parks; a move that would not be welcomed. Another Member commented that the proposed £20k for Coronation grants equated to just £571 per parish council, which would be a very small sum for a community event.

Members supporting the amendment considered that it addressed important or urgent issues within the District. It had now been more than three years since the Council had declared a climate emergency but it was in the bottom 20% of councils in terms of electric car charging points and the Local Plan made no mention of climate issues. The amendment made provision for the development of a new Local Plan and assigned additional funds for environment-related projects. They commented that CPE would be a sensible solution to the parking concerns of residents, without adding to the pressures

faced by the police, and stated that it did not have to mean the end to free parking. One Member stressed that funds from developers and time-limited funding from the County Council could be used to set up CPE, and that without it the Council could not take on the necessary powers to enforce weight limits that would stop HGV “rat runs” through villages.

As seconder of the Amendment, Cllr Cane emphasised the importance of an updated Local Plan, in part in order that aspects such as energy efficiency and active transport could be addressed in Planning policies. Inconsiderate, unsafe and illegal parking was a problem throughout the District and therefore the amended budget included allocation for CPE, which did not mean that there would be charging for the use of car parks but did mean that those who parked illegally would be fined. More ambition was required for the Council to reach net zero in a way that was not restrictive, therefore additional environmental funds were allocated. The funding for Coronation events was modest but realistic and would enable communities to join together for a celebration. As a whole, the amended budget delivered on issues that residents had asked for.

As proposer of the original Motion, Cllr Bailey responded to the Amendment by stating that it was not fully funded since there was a clear budget gap in future years. She criticised the use of part of the staff budget for Local Plan development and emphasised that the new style of Local Plan development process would not be in place until late 2024 so development of a new Local Plan should not take place until then and funding would be provided at that point. She stated that the introduction of CPE would inevitably mean a move to charging in the Council’s car parks, and reminded Members of the work that had taken place with the local police to develop a new volunteer role to tackle illegal parking and speeding, with recruitment expected to start in the spring. No information had been provided about what the additional environmental funding would be for, and the Council already had a commitment to reach net zero by 2040 with progress being made in many areas towards that goal including the planting of community orchards, the forthcoming purchase of lower-emission waste collection vehicles and black wheeled bins, and the District already had the best recycling rates within Cambridgeshire. Whilst keen to work with the Liberal Democrat Group on new proposals for the Environment Plan, she could not support the amended budget.

In accordance with the requirements of The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, a recorded vote was taken on the Amendment:

FOR: (8) – Cllrs Cane, Dupré, Harries, Inskip, Jones, Trapp, C Whelan, Wilson

AGAINST: (16) – Cllrs C Ambrose Smith, D Ambrose Smith, Austen, Bailey, Bovington, Brown, Edwards, Every, Goldsack, Huffer, Hunt, D Schumann, J Schumann, Sharp, Trimarco, Webber

ABSTENTIONS: (0)

The Amendment was declared to be lost.

During debate on the Motion, some Members commended the community funding provided by the Council and drew attention to projects such as the improvements to Soham Town Rangers' building that would become a community hub for north Soham, the new community hub in Stretham, and improvements to Witchford Village Hall. They supported the budget and the freezing of Council Tax for a further year.

Other Members stressed the importance of a net benefit to residents from their Council Tax, and that low tax did not necessarily lead to economic growth whereas realistic taxation could provide better services for all. Concerns were raised about the lack of an independent advice service for residents and about the relationships between the Council, its property company ECTC, and some CLTs. Referring to the new community hub in Stretham, one Member commented that a poll in Stretham had shown 2/3 of responses were in favour of pausing the project until after the May 2023 local elections.

As seconder of the Motion, Cllr J Schumann reflected on the Council's successes in maintaining and improving services over the previous 10 years along with maintaining a freeze on Council Tax throughout that time. He drew attention to the delivery of the Hive Leisure Centre, grants for sports and other facilities, and the provision of new affordable housing in the form of £100k Homes and other developments with CLTs. The budget reflected years of hard work and dedication from the Conservative administration and the Council's Officers.

Summing up as proposer of the Motion, Cllr Bailey stressed the Council's lack of external debt and emphasised good financial management that had enabled Council Tax to remain frozen while delivering good services to the District's residents and investing in community projects and infrastructure. She highlighted recent spend on feasibility studies for active travel routes and for the completion of the Soham – Wicken cycle route. Affordable homes were being delivered with CLTs and using the £100k Home model. The Housing and Community Advice Team helped support those in need, working with them before they reached crisis point, and as a result the Council did not need to house anyone in temporary B&B accommodation. Investments were also being made in a cleaner and greener East Cambridgeshire. Overall, the budget and the Council Tax freeze demonstrated the Council's financial competence.

In accordance with the requirements of The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, a recorded vote was taken on the Motion:

FOR: (16) – Cllrs C Ambrose Smith, D Ambrose Smith, Austen, Bailey, Bovingdon, Brown, Edwards, Every, Goldsack, Huffer, Hunt, D Schumann, J Schumann, Sharp, Trimarco, Webber

AGAINST: (8) – Cllrs Cane, Dupré, Harries, Inskip, Jones, Trapp, C Whelan, Wilson

ABSTENTIONS: (0)

The Motion was declared to be carried.

It was resolved:

That approval be given to:

- i) The formal Council Tax Resolution which calculated the Council Tax requirement, as set out in Appendix 1 of the report.
- ii) The draft revenue budget for 2023/24 and MTFs for 2024/25 to 2026/27, as set out in Appendices 2a and 2b of the report.
- iii) A Council Tax freeze in 2023/24.
- iv) The Statement of Reserves, as set out in Appendix 3 of the report.
- v) The 2023/24 Fees and Charges, as set out in Appendix 4 of the report.
- vi) The Capital Strategy and financing, as set out in Appendix 5 of the report.
- vii) The extension of Business Rate reliefs (which would be fully funded by the Government through Section 31 grants), as detailed in Sections 6.6 to 6.10 of the report.
- viii) The discretionary element of the Council Tax Support Fund, as detailed in Sections 11.9 to 11.11 of the report.

*7:54pm Cllr Paola Trimarco temporarily left the Chamber.*

**63. THE MAKING (ADOPTION) OF THE SWAFFHAM BULBECK NEIGHBOURHOOD PLAN**

Council considered a report (X155, previously circulated) regarding the adoption of the Swaffham Bulbeck Neighbourhood Plan. The Director Community introduced the report and highlighted that 87% of votes cast in the referendum had been in support of adopting the Neighbourhood Plan.

The Chairman congratulated all those involved in the preparation of the Neighbourhood Plan for their hard work and moved the recommendation in the report. Cllr Trapp, Ward Member for Swaffham Bulbeck, seconded the proposal. He thanked the Strategic Planning Manager for his help throughout the process and commented favourably about the number of people who had cast their votes in the referendum. Other Members also highlighted the substantial amount of work involved in preparing a Neighbourhood Plan and thanked all those responsible.

*7:57pm Cllr Paola Trimarco returned to the Chamber.*

It was resolved unanimously:

- a) That Swaffham Bulbeck Parish Council be congratulated on its preparation of a Neighbourhood Plan and a successful referendum outcome, becoming the sixth parish council to do so in East Cambridgeshire.
- b) That the Swaffham Bulbeck Neighbourhood Plan, as set out in Appendix 1 of the report, be formally made part of the Development Plan for East Cambridgeshire with immediate effect.

**64. APPOINTMENT OF BOARD DIRECTOR (EAST CAMBS STREET SCENE)**

Council considered a report (X156, previously circulated) recommending that the Director Operations, Isabel Edgar, be appointed as a Board Director of East Cambs Street Scene (ECSS).

Cllr Huffer moved the recommendation in the report, seconded by Cllr D Ambrose Smith.

A Member expressed concern about the proper governance of the company should the Council's Director Operations also be an ECSS Director. In effect this would mean that the Council Officer responsible for monitoring the delivery of the company's improvement plan would also be a Company Director. In stating their objection to the proposal, they stressed that it was a matter of principle unrelated to the individual candidate.

The proposer stated that she had no such reservations about the proposed appointment.

It was resolved with 16 votes in favour, 0 votes against, and 8 abstentions:

That Isabel Edgar, Director Operations, be appointed as a Board Director for ECSS.

*8:00 – 8:08pm The meeting was briefly adjourned for a comfort break.*

**65. EAST CAMBS STREET SCENE (ECSS) MANAGEMENT FEE 2022/23**

Council considered a report (X157, previously circulated) regarding a request from the ECSS Board for an increase in the management fee for 2022/23 to meet the additional costs that the Company had incurred during the year.

The Director Finance introduced the report and explained that the ECSS Board had requested an additional up to £500k due to overspend in staffing, vehicle maintenance and hire costs, and fuel costs, as detailed in the report. Members were recommended to approve the increase in the management fee.



Cllr Bailey moved the recommendation in the report, seconded by Cllr Huffer. Cllr Bailey emphasised that all waste collection services had experienced the same high increases in costs. East Cambridgeshire District Council delivered its waste service *via* a company structure operating in a non-profit manner because that was financially beneficial to the Council, but in all other respects it was the same as other Councils' waste services. Members were aware of the issues resulting from the round reconfigurations earlier in the year, as well as serious staff sickness, and the company had since worked hard to secure recovery and build better resilience. Staff pay rises had been higher than the NJC requirement following well-managed agreement with the Union. She urged all Members to support the proposed increase in management fee to recognise and address the increased costs that all waste services were facing.

Cllr Cane then proposed the following Amendment (hardcopies of which had been tabled at the start of the meeting), seconded by Cllr Inskip:

Council notes with grave concern that ECSS Board only brought this significant overspend to members' attention at the end of January after a year of failing to meet its agreed levels of service and the build-up of cost pressures and:

- approves a loan to ECSS in 2022/23 of up to £500,000;
- authorises the Director, Finance in consultation with the Chair Finance & Assets to agree terms and make the loan of up to £500,000 at the end of the financial year, based on an open book accounting approach with monthly 18 month rolling management accounts;
- requires the Directors of ECSS to provide a written report to the Operational Services Committee meeting on 27 March and attend the meeting to answer questions from members – the report to explain why it took so long to report the financial issues to members and what improvements the Directors have made to controls to prevent a recurrence of this late reporting;
- requires the Council's Observers to the Board, Cllrs Julia Huffer and Joshua Schumann to provide a written report to the Audit Committee meeting on 20 March and attend the meeting to answer questions from members – the report to explain why they did not report the financial issues to members and what they plan to do in future to ensure shareholder interests are protected;
- instructs the external auditors for ECSS to review the governance and controls in the company and report to shareholders, detailing any weaknesses and recommendations for improvements to ensure delivery of agreed service levels on waste collection and street cleaning and sound financial management;
- instructs the Council's internal auditor to review the governance from ECDC of ECSS and ECTC, detailing any weaknesses and recommendations for improvements to ensure better oversight of service delivery and financial management; and

- requests that the Council's external auditor reviews the 'Value for Money' being achieved by delivering the waste collection and street sweeping services through this structure.

Cllr Cane recognised that cost increases were not unexpected, due to inflation and the necessary pay rises. However, the overspend was large and had been presented to Members without prior notice. The earlier answers from the Council's Observer on the Board were also concerning regarding the timeframe for receiving details of the overspend, and that management accounts were not presented to the Board prior to January 2023. The proposed Amendment would provide a loan to the Company, the details of which would need approval from the Chairman of the Finance and Assets Committee as well as the Director Finance, and would put in place various measures to clarify and improve the governance and financial management of the company. Approval of the Amendment would ensure that the services were delivered and that the Company was well run.

A Member criticised the Amendment as being an unnecessary increase in bureaucracy and Officer time. The increased costs were understandable, as a result of changes in circumstances over the course of the year and in the context of the Council's balanced budget they could be accommodated. Another Member emphasised that the Company was well-managed and operated with a lean budget which necessarily meant that large fluctuations would require extra finance. The request for an increase in the management fee was being considered at Full Council which gave it full transparency whereas the proposals in the Amendment would place decisions and oversight in less public arenas, which could not be supported.

Other Members reiterated concerns about the structure and governance of the Company and that the extent of the overspend appeared not to have been recognised until close to the end of the financial year. They supported the Amendment's measures to investigate the Company's reporting and controls to ensure that any future matters came to light at an earlier stage. A Member stated that the Council's committee meetings were no less public than Full Council and timely notice of the overspend should have been brought to the relevant committee at an earlier stage.

As the seconder of the Amendment, Cllr Inskip stated that it should be recognised that the management of a limited company and a local authority were very different. He questioned why Full Council was considering an increased management fee in month 11, rather than a committee having been informed of the increased costs earlier in the financial year, and the cancellation of the January Operational Services Committee meeting suggested that either the Chairman was unaware of the overspend, or had not felt that it needed to be discussed. As the Company's customer, the Directors and Observers should have been aware of the issue since many of the increased costs had occurred earlier in the financial year. The provisions in the Amendment were important to understand what had happened to reach this situation.

The proposer of the Motion, Cllr Bailey, disagreed with the concept of a loan to the Company since it had neither the reserves nor the ability to service a debt at commercial rates. ECSS was not set up to make a profit and would therefore be unable to make the capital repayments. She reiterated that the Council's delivery of waste services *via* a company structure provided transparency on the impact of substantial cost increases, whereas budget changes for in-house waste services elsewhere were less obvious. She disagreed with the assertions of poor governance and reminded Members that the financial circumstances of the year had been exceptional. As a financially responsible Council the requested increase to the management fee could be supported.

Following a recorded vote at the request of Cllr Cane, the Amendment was declared to be lost with 8 votes in favour and 16 votes against with 0 abstentions:

FOR: (8) – Cllrs Cane, Dupré, Harries, Inskip, Jones, Trapp, C Whelan, Wilson

AGAINST: (16) – Cllrs C Ambrose Smith, D Ambrose Smith, Austen, Bailey, Bovington, Brown, Edwards, Every, Goldsack, Huffer, Hunt, D Schumann, J Schumann, Sharp, Trimarco, Webber

ABSTENTIONS: (0)

During subsequent debate on the Motion, several Members again highlighted their concerns about the structure and governance of the Company, and the apparent lack of financial oversight of the Board and Observers since management accounts were not regularly presented to them. They also commented that the service was not being delivered well for part of the financial year that an additional management fee was now being requested for.

Speaking as the seconder of the Motion, Cllr Huffer recognised the issues with service delivery for several months from April 2022 and stated that most had now been resolved. The company was now running a more efficient service closer to its previous high standard. The areas that still required improvement were being addressed.

Summing up as proposer of the Motion, Cllr Bailey stressed that if the additional payment was not agreed then the waste service could not continue. She reiterated that all Cambridgeshire waste authorities had seen cost increases and in East Cambs these were now built into the current and future years' budgets without the need for a Council Tax increase. Staff salaries had been increased above the national collective agreement as part of a change to staff terms and conditions including the introduction of a collective task and finish working model, rather than a round-specific task and finish model, for greater efficiency.

Following a recorded vote at the request of Cllr Cane, the Motion was declared to be carried with 16 votes in favour and 8 votes against with 0 abstentions:

FOR: (16) – Cllrs C Ambrose Smith, D Ambrose Smith, Austen, Bailey, Bovingdon, Brown, Edwards, Every, Goldsack, Huffer, Hunt, D Schumann, J Schumann, Sharp, Trimarco, Webber

AGAINST: (8) – Cllrs Cane, Dupré, Harries, Inskip, Jones, Trapp, C Whelan, Wilson

ABSTENTIONS: (0)

It was resolved:

- a) That an additional one-off management fee payment to ECSS in 2022/23 of up to £500,000 be approved.
- b) That the Director Finance be authorised to make the payment of up to £500,000, based upon an open-book accounting approach, at the end of the financial year.

**66. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY UPDATE REPORTS – SEPTEMBER TO DECEMBER 2022 AND JANUARY 2023**

Council received the reports (previously circulated) from the Combined Authority's Audit and Governance Committee (30<sup>th</sup> September and 2<sup>nd</sup> December 2022, and 13<sup>th</sup> and 27<sup>th</sup> January 2023), Overview and Scrutiny Committee (17<sup>th</sup> October and 28<sup>th</sup> November 2022, and 10<sup>th</sup> and 23<sup>rd</sup> January 2023) and the Board (19<sup>th</sup> October and 30<sup>th</sup> November 2022, and 25<sup>th</sup> January 2023).

A Member asked the Council's representative on the Combined Authority Board to explain what had led to the Combined Authority deciding to charge a Mayoral Precept to all households. The Leader of the Council provided background information regarding the Combined Authority's funding and explained that Conservative members of the Board had unsuccessfully moved an amendment to the Mayor's budget proposal that would have removed his proposed Mayoral Precept. She criticised the governance of the Combined Authority and stated her opposition to the Precept.

It was resolved unanimously:

That the reports on the activities of the Combined Authority from the Council's representatives be noted.

**67. EXCLUSION OF THE PRESS AND PUBLIC**

The Chairman thanked all members of the public and press present in the Council Chamber, or watching the livestream online.

It was then unanimously agreed:

That the press and public be excluded during the consideration of the subsequent item because it was 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 there would be disclosure to them of Exempt information under Categories 3 and 4 of Part I Schedule 12A to the Local Government Act 1972 (as amended).

*The public section of the meeting concluded at 9:04pm and the meeting moved to Exempt Session.*

**68. SECTION 113 BUSINESS CASES – FRAUD SERVICES ANGLIA REVENUES PARTNERSHIP (ARP)**

Council considered two reports (X158 and X159, previously circulated) from Anglia Revenues Partnership regarding section 113 fraud services agreements.

It was resolved unanimously:

That the recommendations in the reports be approved.

The meeting concluded at 9:07pm

Chairman.....

Date.....

**DISTRICT COUNCIL ELECTION RESULTS**

Committee: Annual Council

Date: 25 May 2023

Author: Democratic Services Manager

Report No: Y1

Contact Officer:

Tracy Couper, Democratic Services Manager and Deputy Monitoring Officer  
[tracy.couper@eastcambs.gov.uk](mailto:tracy.couper@eastcambs.gov.uk) , 01353 616278, Room 214B, The Grange, Ely

<b>Ward</b>	<b>Councillor</b>	<b>Party</b>
<b>Bottisham</b>	Charlotte Cane	Liberal Democrat
	John Trapp	Liberal Democrat
<b>Burwell</b>	David Brown	Conservative
	Lavinia Edwards	Conservative
<b>Downham</b>	Anna Bailey	Conservative
<b>Ely East</b>	Kathrin Holtzmann	Liberal Democrat
	Mary Wade	Liberal Democrat
<b>Ely North</b>	Chika Akinwale	Liberal Democrat
	Alison Whelan	Liberal Democrat
<b>Ely West</b>	Christine Colbert	Liberal Democrat
	Robert Pitt	Liberal Democrat
	Christine Whelan	Liberal Democrat
<b>Fordham &amp; Isleham</b>	Julia Huffer	Conservative
	Kelli Pettitt	Conservative

<b>Haddenham</b>	Gareth Wilson	Liberal Democrat
<b>Littleport</b>	Christine Ambrose-Smith	Conservative
	Martin Goodearl	Conservative
	David Miller	Conservative
<b>Soham North</b>	Mark Goldsack	Conservative
	Keith Horgan	Conservative
<b>Soham South</b>	Ian Bovingdon	Conservative
	Lucius Vellacott	Conservative
<b>Stretham</b>	William Hunt	Conservative
	Caroline Shepherd	Liberal Democrat
<b>Sutton</b>	Lorna Dupré	Liberal Democrat
	Mark Inskip	Liberal Democrat
<b>Woodditton</b>	James Lay	Conservative
	Alan Sharp	Conservative

Conservatives	15
Liberal Democrats	13

Councillors Total 28

**LEADER AND DEPUTY LEADER OF THE COUNCIL, GROUP LEADERS AND DEPUTIES**

Committee: Annual Council  
Date: 25 May 2023  
Author: Democratic Services Manager  
Report No: Y2

Contact Officer:  
Tracy Couper, Democratic Services Manager and Deputy Monitoring Officer  
[tracy.couper@eastcambs.gov.uk](mailto:tracy.couper@eastcambs.gov.uk) , 01353 616278, Room 214B, The Grange, Ely

**1.0 ISSUE**

1.1. To receive details of the Leader and Deputy Leader of the Council; Political Groups; and Group Leaders and Deputies for the forthcoming year.

**2.0 RECOMMENDATION(S)**

2.1. That the details of the Leader and Deputy Leader of the Council; Political Groups; and Group Leaders and Deputies for the forthcoming municipal year, as reported at the Annual Council meeting be noted.

**3.0 BACKGROUND/OPTIONS**

3.1. The Council's currently declared Political Groups and their Leaders and Deputies are as follows:

<u>Conservative</u>	<u>Liberal Democrat</u>
Anna Bailey (Leader)	Lorna Dupré (Leader)
Vacancy (Deputy)	Charlotte Cane (Deputy)

3.2. In accordance with Article 2.03(b) of the Council Constitution, the current declared Leader of the Council is Councillor Anna Bailey as Leader of the Conservative Group. In accordance with Article 2.03(c) of the Council Constitution, the declared Deputy Leader of the Council will be advised once appointed by the Conservative Group.

**4.0 APPENDICES**

None

**Background Documents:**

None



**POLITICAL PROPORTIONALITY**

Committee: Annual Council  
Date: 25 May 2023  
Author: Democratic Services Manager  
Report No: Y3

Contact Officer:  
Tracy Couper, Democratic Services Manager and Deputy Monitoring Officer  
[tracy.couper@eastcambs.gov.uk](mailto:tracy.couper@eastcambs.gov.uk) , 01353 616278, Room 214B, The Grange, Ely

**1.0 ISSUE**

1.1. To receive details of the political balance of the Council and the implications for the allocation of seats on Committees, Sub-Committees and other Member Bodies.

**2.0 RECOMMENDATION(S)**

2.1. That Council notes the details of the political balance of the Council as set out in Appendix 1 and approves the allocation of seats on Committees, Sub-Committees and other Member Bodies as detailed, or agrees an alternative (on a Nem Con basis, if necessary).

**3.0 BACKGROUND/OPTIONS**

- 3.1. Attached at Appendix 1 is a table showing the allocation of places on Committees, Sub-Committees and other Member Bodies in accordance with the requirements of the proportionality rules. Under Section 15(5)(a) of the Local Government and Housing Act 1989 (see below), all seats on a Committee/Sub-Committee cannot be allocated to the same Political Group.
- 3.2. Group Leaders have been advised of the number of places available on each Committee to be filled by their Groups, and of any necessary adjustments to be made between the political Groups in their overall seat allocations.
- 3.3. At the Annual Council meeting held on 14 May 2013, the dissolution of the Council's Scrutiny Committee was approved. Similarly, the revised Committee structures approved by the Council on 15 April 2014, 11 April 2017, 11 April 2019 and 23 February 2021 did not include a Scrutiny Committee.
- 3.4. Agenda Item 15 deals with the appointments to be made to fill those places on Committees and other Member bodies.

#### **4.0 THE LOCAL GOVERNMENT AND HOUSING ACT 1989**

4.1. Section 15(5) of the Act sets down the principles for the allocation of seats on Committees between the political Groups on the Council. The principles are applied in sequence and provide a safeguard to enable any distortion caused by rounding up or down to be remedied. The principles require, in effect, that:

- (a) all seats are not allocated to the same political Group.
- (b) the majority of seats are allocated to the political Group having a majority of the authority's membership.
- (c) subject to (a) and (b) above, the number of seats on the TOTAL of all committees allocated to a political Group bears the same proportion as the proportion of the seats held on full Council (this principle allows any accumulated distortion caused by rounding up or down in (d) below to be remedied).
- (d) subject to (a) to (c) above, the number of seats on each Committee allocated to a political Group bears the same proportion to the proportion on full Council.

4.2 The effect of rounding up or down across the overall number of seats to be allocated on Committees can be quite significant which is why the principles explicitly provide for any distortion to be rectified

#### **5.0 APPENDICES**

Appendix 1 – Proportionality calculations & allocation of places on Committees, Sub-Committees

##### Background Documents:

Local Government and Housing Act 1989 (Section 15)

Local Government (Committees and Political Groups) Regulations 1990

**POLITICAL PROPORTIONALITY**

28 Members aligned to Political Groups

28 aligned Members – 67 seats: 1 Member = 2.393 seats

<b>PARTY</b>	<b>NO. OF COUNCILLORS</b>	<b>PROPORTION OF TOTAL</b>			
Conservative	15	53.571%			
Liberal Democrat	13	46.429%			
	28	100%			
<b>BODY</b>	<b>TOTAL MEMBERS ON BODY</b>	<b>CONSERVATIVE</b> [proportion of seats: 53.571%]		<b>LIBERAL DEMOCRAT</b> [proportion of seats: 46.429%]	
Full Council	28	15	15	13	13
Finance & Assets	11	5.893	6	5.107	5
Operational Services	11	5.893	6	5.107	5
Audit	5	2.679	3	2.321	2
Others:					
Licensing	11	5.893	6	5.107	5
Planning	11	5.893	6	5.107	5
F&A (Ethical Governance) Sub-Cttee	7	3.750	4	3.250	3
Licensing (Non-Statutory) Sub-Cttee	5	2.679	3	2.321	2
Licensing (Statutory) Sub- Cttee	3	1.607	2	1.393	1
Personnel Appeals Sub	3	1.607	2	1.393	1
<b>Total Seats on ordinary committees under strict proportionality</b>	<b>67</b>	<b>35.893</b>	<b>38</b>	<b>31.107</b>	<b>29</b>
<b>Total Seats</b>	<b>67</b>	<b>38</b>		<b>29</b>	<b>(SEE NOTE BELOW)</b>

Notes:

Under Section 15(5) of the Local Government (Committees & Political Groups) Regulations 1990, the majority of seats allocated to a Political Group on Committees, etc, must bear the same proportion to the seats held on full Council.

Proportionality does not apply to Anglia Revenues Partnership Joint Committee.

	Total Members on Body	Conservative	Liberal Democrat
Anglia Revenues Partnership Joint Committee	1	1	0

**MEMBERSHIP OF COMMITTEES AND SUB-COMMITTEES (INCLUDING SUBSTITUTES) AND OTHER MEMBER BODIES 2023/24**

Committee: Annual Council  
Date: 25 May 2023  
Author: Democratic Services Manager  
Report No: Y4

Contact Officer:  
Tracy Couper, Democratic Services Manager and Deputy Monitoring Officer  
[tracy.couper@eastcambs.gov.uk](mailto:tracy.couper@eastcambs.gov.uk) , 01353 616278, Room 214B, The Grange, Ely

**1.0 ISSUE**

1.1. To consider the appointment of Members and substitutes to Committees, Sub-Committees and to other Member bodies for 2023/24.

**2.0 RECOMMENDATION(S)**

2.1. That Council approves the membership of Committees, Sub-Committees and other Member bodies for 2023/24 attached at Appendix 1.

**3.0 BACKGROUND/OPTIONS**

3.1. A list of Committees, Sub-Committees and other Member bodies for 2023/24 is set out in Appendix 1, reflecting the Committee re-structuring approved at the Council meeting on 23 February 2021. A number of Sub-Committees and other informal Member bodies have been established by the relevant Committees and those continuing in 2023/24 will be re-appointed to at the 'mini meetings' of Committees that follow this Council meeting

3.2. Group Leaders have been advised of the number of places available to be filled by their respective Groups on each body under the rules relating to proportionality (see also Agenda Item 14).

**4.0 APPENDICES**

Appendix 1 - List of Membership of Committees, Sub-Committees and other Member bodies

**Background Documents:**

ECDC Constitution

**COMMITTEES, SUB-COMMITTEES AND OTHER MEMBER BODIES 2023/24**

<b>FINANCE &amp; ASSETS COMMITTEE (11)</b> <b>6:5 and up to 3 Subs</b>	<b>OPERATIONAL SERVICES COMMITTEE (11)</b> <b>6:5 and up to 3 Subs</b>	<b>PLANNING COMMITTEE (11)</b> <b>6:5 and up to 3 Subs</b>	<b>LICENSING COMMITTEE (11)</b> <b>6:5 and up 3 subs</b>
<p><b><u>CONSERVATIVE</u></b>                      Ian Bovingdon                      Mark Goldsack                      Bill Hunt                      James Lay                      David Miller                      Alan Sharp</p> <p><b><u>Substitutes:</u></b>                      Anna Bailey                      Martin Goodearl                      Julia Huffer</p>	<p><b><u>CONSERVATIVE</u></b>                      Christine Ambrose Smith                      Martin Goodearl                      Julia Huffer                      Kelli Pettitt                      Alan Sharp                      Lucius Vellacott</p> <p><b><u>Substitutes:</u></b>                      Anna Bailey                      James Lay                      David Miller</p>	<p><b><u>CONSERVATIVE</u></b>                      Christine Ambrose Smith                      David Brown                      Lavinia Edwards                      Martin Goodearl                      Bill Hunt                      James Lay</p> <p><b><u>Substitutes:</u></b>                      Keith Horgan                      Julia Huffer                      Alan Sharp</p>	<p><b><u>CONSERVATIVE</u></b>                      Christine Ambrose Smith                      Lavinia Edwards                      Martin Goodearl                      Keith Horgan                      Julia Huffer                      Kelli Pettitt</p> <p><b><u>Substitutes:</u></b>                      Ian Bovingdon                      Bill Hunt                      Alan Sharp</p>
<p><b><u>LIB DEM</u></b>                      Lorna Dupré                      Robert Pitt                      Caroline Shepherd                      John Trapp                      Alison Whelan (Lead Member)</p> <p><b><u>Substitutes:</u></b>                      Christine Colbert                      Kathrin Holtzmann                      Mark Inskip</p>	<p><b><u>LIB DEM</u></b>                      Christine Colbert                      Kathrin Holtzmann                      Mark Inskip (Lead Member)                      Mary Wade                      Christine Whelan</p> <p><b><u>Substitutes:</u></b>                      Chika Akinwale                      Charlotte Cane                      Alison Whelan</p>	<p><b><u>LIB DEM</u></b>                      Chika Akinwale                      Kathrin Holtzmann                      John Trapp                      Christine Whelan                      Gareth Wilson (Lead Member)</p> <p><b><u>Substitutes:</u></b>                      Lorna Dupré                      Mary Wade                      Alison Whelan</p>	<p><b><u>LIB DEM</u></b>                      Charlotte Cane                      Mark Inskip                      John Trapp (Lead Member)                      Alison Whelan                      Gareth Wilson</p> <p><b><u>Substitutes:</u></b>                      Chika Akinwale                      Lorna Dupré                      Kathrin Holtzmann</p>

**COMMITTEES, SUB-COMMITTEES AND OTHER MEMBER BODIES 2023/24**

<p><b>AUDIT COMMITTEE (5)</b> 3:2 and up to 3 Subs</p>	<p><b>ANGLIA REVENUES PARTNERSHIP JOINT COMMITTEE (1)</b> 1:0 and 2 Subs</p>		
<p><b><u>CONSERVATIVE</u></b> David Brown Kelli Pettitt Keith Horgan <b><u>Substitutes:</u></b> Christine Ambrose-Smith Lavinia Edwards Lucius Vellacott</p>	<p><b><u>CONSERVATIVE</u></b> James Lay  <b><u>Substitutes:</u></b> Anna Bailey Alan Sharp</p>		
<p><b><u>LIB DEM</u></b> Charlotte Cane (Lead Member) Christine Whelan <b><u>Substitutes:</u></b> Mary Wade Gareth Wilson</p>	<p><b><u>LIB DEM</u></b> None  <b><u>Substitutes:</u></b> None</p>		

**CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY: MEMBERSHIP AND OTHER APPOINTMENTS**

Meeting: Annual Council

Date: 25 May 2023

Author: Chief Executive

**1.0 Issue**

1.1 This report requests the Council to make appointments to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2023/2024.

**2.0 Recommendations**

2.1 Members are requested to make the following appointments/nominations to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2023/24:

- (a) appoint the Leader of Council to act as the Council's appointee to the Combined Authority and one substitute member;
- (b) nominate two members - one from the Conservative party and one from the Liberal Democrat party - to the Overview and Scrutiny Committee, and two substitute members from the same political parties as those appointed;
- (c) nominate one member from the Conservative party to the Audit and Governance Committee and one substitute member from the same political party.

2.2 That the Chief Executive be authorised to make any amendments to the appointments to the Overview and Scrutiny Committee and the Audit and Governance Committee in consultation with the Political Group Leaders, if the political balance is amended by the Combined Authority between now and the next Council meeting.

**3.0 Background**

3.1 In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, each Constituent Council must appoint one of its elected members and a substitute member to the Combined Authority. Each Council made these appointments at its respective Council meeting in May 2017 for the 2017/18 municipal year and is requested to do so for each subsequent municipal year. The Council is now asked to appoint members and substitute members for the municipal year 2023/24.

**Non-Executive Committees**

3.2 The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016 requires the Combined Authority to establish an Overview and Scrutiny Committee and an Audit Committee. The Order sets out the rules for membership. The membership of the Overview and Scrutiny and the Audit Committees as a whole should reflect so far as reasonably practicable the balance of political parties of the constituent councils when taken together. The balance is based on membership of political parties, not political groups, on constituent councils across Cambridgeshire and Peterborough.

3.3 On 4 May 2023, there were local elections for the East Cambridgeshire District Council, Fenland District Council, Cambridge City Council and Peterborough City Council. The Combined Authority has reviewed the political balance on constituent councils and has requested constituent councils to make the following appointments to these committees.



## **Overview and Scrutiny Committee**

- 3.4 The Combined Authority agreed that to ensure an equitable representation across each constituent authority, two members from each council should be appointed to the Overview and Scrutiny Committee representing a total membership of fourteen members.
- 3.5 The implications of applying political proportionality to a fourteen member Overview and Scrutiny Committee are detailed in Appendix 1.
- 3.6 The Council is required to nominate two members to the Overview and Scrutiny Committee for the municipal year 2023/24 based on the political balance set out in Appendix 1.

## **Audit and Governance Committee**

- 3.7 The Combined Authority agreed to establish an Audit and Governance Committee consisting of seven constituent members: one member from each constituent council.
- 3.8 The implications of applying political proportionality to a seven member Audit and Governance Committee are detailed in Appendix 2. The Council is required to nominate one member to sit on the Audit and Governance Committee for the municipal year 2023/24 based on the political balance set out in Appendix 2.

## **Substitute members**

- 3.9 The Combined Authority has agreed that substitute members should be appointed for each position on the Audit and Governance Committee and the Overview and Scrutiny Committee. Any substitute members should come from the same party as the Member they are substituting for to maintain political balance.
- 3.10 For the Overview and Scrutiny Committee, if constituent councils have appointed members from the same political parties, those Councils might only wish to appoint one substitute rather than two. The quorum set down in legislation is two thirds of the total membership. Therefore, it is preferable to appoint two members in case both members are absent from a meeting and need to substitute.

## **Conclusion**

- 3.11 All appointments and nominations made by constituent councils will be reported to the Combined Authority's annual meeting on 31 May 2023.
- 3.12 The political balance calculations in the Appendices are based on up to date statistics given by constituent councils and take account of the outcome of the local elections that took place on the 4 May 2023. However, there may be last minute changes in the lead up to constituent councils' annual meetings and Combined Authority's annual meeting on 8th June.
- 3.13 If there are consequential changes to the overall political balance, the Combined Authority may need to review the membership and the allocation of seats to political parties on the above committees. The Monitoring Officer will advise constituent councils if any subsequent changes have been necessary, and whether any changes need to be made to their nominations.

## **4.0 Financial Implications/ Quality Impact Assessment**

- 4.1 In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, no remuneration is to be payable by the Combined Authority to its members.

## **5.0 Legal Implications**

- 5.1 These are set out in the report. The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016 requires a combined authority to ensure that the members of the committee taken as a whole reflect so far as

reasonably practicable the balance of political parties for the time being prevailing among members of the constituent councils when taken together.

**6.0 Appendices**

6.1 Appendix 1 – Overview and Scrutiny Committee political balance calculations

6.2 Appendix 2 – Audit and Governance Committee political balance calculations

**7.0 Background Documents**

7.1 None

Appendix 1

Overview and Scrutiny Committee of 14

POLITICAL BALANCE ACROSS THE COUNTY as at 5 May 2023

	Total	Vacancy	Conservative	Labour	Liberal Democrats	Independent	Green	St. Neots Independent		Total (exc. Ind)	Entitlement
CAMBRIDGESHIRE	2		25	8	22	3		1		56	1 Con; 1 Lib Dem
CAMBRIDGE CITY	2			27	10	1	4			41	2 Lab
EAST CAMBS.	2		15		13					28	1 Con; 1 Lib Dem
FENLAND	2		35		2	6				37	2 Con
HUNTINGDONSHIRE	2		21	4	11	15	1			37	1 Con; 1 Lib Dem
PETERBOROUGH	2		30	14	8	5	3			55	1 Con; 1 Lab
SOUTH CAMBS.	2		9		35	1				44	2 Lib Dem
<b>TOTAL</b>	<b>14</b>	<b>0</b>	<b>135</b>	<b>53</b>	<b>101</b>	<b>31</b>	<b>8</b>	<b>1</b>		<b>298</b>	
POLITICAL BALANCE %			45.30	17.79	33.89		2.68	0.34			
<b>Seat allocation</b>			<b>6</b>	<b>3</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>14</b>	
Committee seat allocation	14		6.342	2.4906	4.7446	0	0.3752	0.0476			

Appendix 2

**Audit and Governance Committee of Seven**

**POLITICAL BALANCE ACROSS THE COUNTY as at 5 May 2023**

	Total	Vacancy	Conservative	Labour	Liberal Democrats	Independent	Green	St. Neots Independent		Total (exc. Ind)	Entitlement
CAMBRIDGESHIRE	1		25	8	22	3		1		56	1 Liberal Democrat
CAMBRIDGE CITY	1			27	10	1	4			41	1 Labour
EAST CAMBS.	1		15		13					28	1 Conservative
FENLAND	1		35		2	6				37	1 Conservative
HUNTINGDONSHIRE	1		21	4	11	15	1			37	1 Conservative
PETERBOROUGH	1		30	14	8	5	3			55	1 Labour
SOUTH CAMBS.	1		9		35	1				44	1 Liberal Democrat
<b>TOTAL</b>	<b>7</b>	<b>0</b>	<b>135</b>	<b>53</b>	<b>101</b>	<b>31</b>	<b>8</b>	<b>1</b>		<b>298</b>	
POLITICAL BALANCE %			45.30	17.79	33.89		2.68	0.34			
<b>Seat allocation</b>			<b>3</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	
Committee seat allocation	7		3.171	1.2453	2.3723	0	0.1876	0.0238	0		

**ACTION TAKEN BY THE CHIEF EXECUTIVE ON THE GROUNDS OF URGENCY**

Committee: Annual Council  
Date: 25 May 2023  
Author: Democratic Services Manager  
Report No: Y5

Contact Officer:  
Tracy Couper, Democratic Services Manager and Deputy Monitoring Officer  
[tracy.couper@eastcambs.gov.uk](mailto:tracy.couper@eastcambs.gov.uk) , 01353 616278, Room 214B, The Grange, Ely

**1.0 ISSUE**

1.1. To note the action taken by the Chief Executive on the grounds of urgency.

**2.0 RECOMMENDATION(S)**

2.1. That the action taken by the Chief Executive on grounds of urgency be noted.

**3.0 BACKGROUND/OPTIONS**

**(a) A14 Cambridge to Huntingdon Improvement Scheme Contribution**

3.1. The Council has a long outstanding commitment to pay the Department for Transport £2,050,000 (including our element of the Cambridgeshire Horizons share) as our contribution to the A14 Cambridge to Huntingdon Improvement Scheme. This was initially intended to be paid at £82,000 per year over 25 years and has been built into the budget on this basis. However, the Council has now been offered the opportunity to make a one-off discounted payment of around £1,273,000 (final value to be determined at the point the agreement is put in place), if agreed prior to the 1st March 2023.

3.2. The decision on the grounds of urgency enables the Council to take advantage of this opportunity to make a one-off payment and signs-up to make this in March 2023. [It should be noted that the Council already holds £1,050,000 of Cambridgeshire Horizons money for this purpose.]

3.3. Under the Constitution, the Chief Executive is required to consult with the Leader of the Council prior to delegated decisions being made and subsequently inform the Chairman of Council and Leaders of the other Political Groups on the Council

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

4.1. There are no additional financial implications.

4.2. Equality Impact Assessment not required for the purposes of this report.

**5.0 APPENDICES**

None

Background Documents:

Urgent Action Memo dated: 23 February 2023



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# EAST CAMBRIDGESHIRE DISTRICT COUNCIL

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

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## MEETING: **FINANCE & ASSETS COMMITTEE**

TIME: 6.30pm or at the conclusion of Annual Council (whichever is later)

DATE: **Thursday 25<sup>th</sup> May 2023**

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

ENQUIRIES REGARDING THIS AGENDA: Caroline Evans

TELEPHONE: (01353) 665555      EMAIL: [caroline.evans@eastcambs.gov.uk](mailto:caroline.evans@eastcambs.gov.uk)

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## MEMBERSHIP:

### Conservative Members

Cllr Ian Bovingdon  
Cllr Mark Goldsack  
Cllr Bill Hunt  
Cllr James Lay  
Cllr David Miller  
Cllr Alan Sharp

### Substitutes:

Cllr Anna Bailey  
Cllr Martin Goodearl  
Cllr Julia Huffer

### Liberal Democrat Members

Cllr Lorna Dupré  
Cllr Robert Pitt  
Cllr Caroline Shepherd  
Cllr John Trapp  
Cllr Alison Whelan (Lead Member)

### Substitutes:

Cllr Christine Colbert  
Cllr Kathrin Holtzmann  
Cllr Mark Inskip

### Lead Officer

Emma Grima, Director Commercial

Quorum: 5 Members

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# AGENDA

1. To elect a Chairman for the ensuing municipal year
2. To elect a Vice-Chairman for the ensuing municipal year

### **3. Finance & Assets (Ethical Governance) Sub-Committee**

To appoint 7 District Councillor Members to the Finance & Assets (Ethical Governance) Sub-Committee for 2023/24. The proposed appointments are:

#### **Conservative Members (4)**

Councillor Ian Bovingdon

Councillor Bill Hunt

Councillor James Lay

Councillor Alan Sharp

#### **Substitutes (3)**

#### **Liberal Democrat Members (3)**

Councillor Charlotte Cane

Councillor Alison Whelan

Councillor Christine Whelan

#### **Substitutes (3)**

#### **Independent Persons**

Gillian Holmes

Stuart Webster

#### **Co-opted Town/Parish Council Members**

Cllr Rosemary Aitchison (Soham TC)

Vacancy



**4. Personnel Appeals Sub-Committee**

To appoint 3 Members to the Personnel Appeals Sub-Committee for 2023/24.  
The proposed appointments are:

**Conservative Members (2)**

Councillor Ian Bovingdon

Councillor Alan Sharp

**Liberal Democrat Member (1)**

Councillor Caroline Shepherd

**5. East Cambridgeshire Bus, Cycle, Walk, Working Party**

To re-appoint the Working Party for 2023/24. The proposed appointments are:

**Conservative Members (3)**

**Liberal Democrat Members (3)**

Councillor Christine Colbert

Councillor Lorna Dupré

Councillor Caroline Shepherd

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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 live stream of the meeting will be available. Further details can be found at [www.eastcambs.gov.uk/meetings/](http://www.eastcambs.gov.uk/meetings/) 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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# EAST CAMBRIDGESHIRE DISTRICT COUNCIL

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

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## MEETING: OPERATIONAL SERVICES COMMITTEE

TIME: At the conclusion of the Finance & Assets Committee

DATE: **Thursday 25<sup>th</sup> May 2023**

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

ENQUIRIES REGARDING THIS AGENDA: Caroline Evans

TELEPHONE: (01353) 665555 EMAIL: [caroline.evans@eastcambs.gov.uk](mailto:caroline.evans@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. To elect a Chairman for the ensuing municipal year
2. To elect a Vice-Chairman for the ensuing municipal year

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## NOTES:

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# EAST CAMBRIDGESHIRE DISTRICT COUNCIL

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

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**MEETING: AUDIT COMMITTEE**

**TIME:** At the conclusion of the Operational Services Committee

**DATE:** **Thursday 25<sup>th</sup> May 2023**

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

**ENQUIRIES REGARDING THIS AGENDA:** Caroline Evans

**TELEPHONE:** (01353) 665555      **EMAIL:** [caroline.evans@eastcambs.gov.uk](mailto:caroline.evans@eastcambs.gov.uk)

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**MEMBERSHIP:**

**Conservative Members**

Cllr David Brown  
Cllr Kelli Pettitt  
Cllr Keith Horgan

**Liberal Democrat Members**

Cllr Charlotte Cane (Lead  
Member)  
Cllr Christine Whelan

**Substitutes:**

Cllr Christine Ambrose-Smith  
Cllr Lavinia Edwards  
Cllr Lucius Vellacott

**Substitutes:**

Cllr Mary Wade  
Cllr Gareth Wilson

**Lead Officer**

Ian Smith, Director Finance & S151 Officer

**Quorum:** 3 Members

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## **AGENDA**

- 1. To elect a Chairman for the ensuing municipal year**
- 2. To elect a Vice-Chairman for the ensuing municipal year**

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# EAST CAMBRIDGESHIRE DISTRICT COUNCIL

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

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**MEETING: LICENSING COMMITTEE**

**TIME:** At the conclusion of the Audit Committee

**DATE:** **Thursday 25<sup>th</sup> May 2023**

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

ENQUIRIES REGARDING THIS AGENDA: Caroline Evans

TELEPHONE: (01353) 665555 EMAIL: [caroline.evans@eastcambs.gov.uk](mailto:caroline.evans@eastcambs.gov.uk)

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**MEMBERSHIP:**

**Conservative Members**

Cllr Christine Ambrose Smith  
Cllr Lavinia Edwards  
Cllr Martin Goodearl  
Cllr Keith Horgan  
Cllr Julia Huffer  
Cllr Kelli Pettitt

**Liberal Democrat Members**

Cllr Charlotte Cane  
Cllr Mark Inskip  
Cllr John Trapp (Lead Member)  
Cllr Alison Whelan  
Cllr Gareth Wilson

**Substitutes:**

Cllr Ian Bovingdon  
Cllr Bill Hunt  
Cllr Alan Sharp

**Substitutes:**

Cllr Chika Akinwale  
Cllr Lorna Dupré  
Cllr Kathrin Holtzmann

**Lead Officer**

Liz Knox, Environmental Services Manager

**Quorum:** 5 Members

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## **AGENDA**

- 1. To elect a Chairman for the ensuing municipal year**
- 2. To elect a Vice-Chairman for the ensuing municipal year**

### **3. Licensing (Statutory) Sub-Committee**

To appoint 3 Members to the Licensing (Statutory) Sub-Committee for 2023/24. The proposed appointments are:

#### **Conservative Members (2)**

Councillor Lavinia Edwards

Councillor Keith Horgan

#### **Substitutes:**

Councillor Martin Goodearl

Councillor Julia Huffer

#### **Liberal Democrat Member (1)**

Councillor Charlotte Cane

#### **Substitute:**

### **4. Licensing (Non-Statutory) Sub-Committee**

To appoint 5 Members to the Licensing (Non-Statutory) Sub-Committee for 2023/24. The proposed appointments are:

#### **Conservative Members (3)**

Councillor Martin Goodearl

Councillor Julia Huffer

Councillor Kelli Pettitt

#### **Liberal Democrat Members (2)**

Councillor John Trapp

Councillor Gareth Wilson



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# EAST CAMBRIDGESHIRE DISTRICT COUNCIL

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

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## MEETING: **PLANNING COMMITTEE**

TIME: At the conclusion of the Licensing Committee

DATE: **Thursday 25<sup>th</sup> May 2023**

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

ENQUIRIES REGARDING THIS AGENDA: Caroline Evans

TELEPHONE: (01353) 665555 EMAIL: [caroline.evans@eastcambs.gov.uk](mailto:caroline.evans@eastcambs.gov.uk)

---

## MEMBERSHIP:

### Conservative Members

Cllr Christine Ambrose Smith  
Cllr David Brown  
Cllr Lavinia Edwards  
Cllr Martin Goodearl  
Cllr Bill Hunt  
Cllr James Lay

### Substitutes:

Cllr Keith Horgan  
Cllr Julia Huffer  
Cllr Alan Sharp

### Liberal Democrat Members

Cllr Chika Akinwale  
Cllr Kathrin Holtzmann  
Cllr John Trapp  
Cllr Christine Whelan  
Cllr Gareth Wilson (Lead Member)

### Substitutes:

Cllr Lorna Dupré  
Cllr Mary Wade  
Cllr Alison Whelan

### Lead Officer

Simon Ellis, Planning Manager

**Quorum:** 5 Members

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## AGENDA

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2. To elect a Vice-Chairman for the ensuing municipal year

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