



East Cambridgeshire District Council

Meeting: Finance & Assets Committee

Time: 4:30pm

Date: Thursday 26 June 2025

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

Enquiries regarding this agenda: Jane Webb – Democratic Services & Elections Manager

Telephone: (01353) 665555 Email: Jane.webb@eastcambs.gov.uk

Committee membership

Quorum: 5 members

Conservative members

Cllr Anna Bailey
Cllr Ian Bovingdon (Vice-Chair)
Cllr Mark Goldsack
Cllr Bill Hunt
Cllr David Miller
Cllr Alan Sharp (Chair)

Conservative substitutes

Cllr Lavinia Edwards
Cllr Martin Goodearl
Cllr Julia Huffer

Liberal Democrat & Independent members

Cllr Chika Akinwale
Cllr Lee Denney
Cllr John Trapp
Cllr Mary Wade
Cllr Alison Whelan (Lead Member)
Cllr Christine Whelan

Liberal Democrat & Independent substitutes

Cllr Charlotte Cane
Cllr Christine Colbert
Cllr Kathrin Holtzmann

Lead Officer: Sally Bonnett, Director, Community

Agenda

- 1. Public question time** [oral]
The meeting will commence with up to 15 minutes of public question time.
- 2. Apologies and substitutions** [oral]
- 3. Declarations of interests** [oral]
To receive declarations of interests from Members for any items on the agenda in accordance with the Members Code of Conduct.

4. Minutes	Page 5
To confirm as a correct record the minutes of the meeting of the Finance & Assets Committee held on 27 March 2025	
5. Chair's Announcements	[oral]
6. Climate and Nature Strategy	Page 13
7. Financial Outturn Report 2024/25	Page 53
8. Treasury Operations Annual Performance Review	Page 67
9. Assets Update	Page 86
10. UK Shared Prosperity Business Grant Scheme	Page 90
11. CPCA Active Travel Grant	Page 100
12. Housing Strategy 2025	Page 102
13. Annual Reports of Representations on Outside Bodies	Page 111
14. Forward Agenda Plan	Page 135
15. Exclusion of the public including representatives of the press	
That the press and public be excluded during the consideration of the remaining items because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items there would be disclosure to them of exempt information of Categories 1 and 3 of Part I Schedule 12A to the Local Government Act 1972 (as amended).	
16. EXEMPT - ECTC Accounts	Page 139
17. EXEMPT - Appointments, Transfers, Resignations	Page 147
18. EXEMPT Minutes – 27 March 2025	Page 154
To confirm as a correct record the Exempt Minutes of the meeting of the Finance & Assets Committee held on 27 March 2025	

Notes

- 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 or 01353 665555) of their intention to attend a meeting.

The livestream of this meeting will be available on [the committee meeting's webpage \(Finance and Assets Committee 26/06/2025 | East Cambridgeshire District Council\)](#).

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 (for example, 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](#)

(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, which is usually the back staircase or the fire escape in the Chamber and 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 (such as 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
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)."



East Cambridgeshire District Council

Minutes of a Meeting of the Finance & Assets Committee

Held at The Grange, Nutholt Lane, Ely, CB7 4EE at 4:30pm on
Thursday 27 March 2025

Present:

Cllr Chika Akinwale
Cllr Anna Bailey
Cllr Martin Goodearl
Cllr Julia Huffer
Cllr Bill Hunt
Cllr David Miller
Cllr Alan Sharp (Chair)
Cllr John Trapp
Cllr Mary Wade
Cllr Alison Whelan (arrived 5:10pm)
Cllr Christine Whelan

Officers:

Sally Bonnett – Director Community
Maggie Camp – Director Legal
Jane Webb – Democratic Services and Elections Manager
Marta Lotysz-Veiga – Reprographics Manager
Spencer Clark – Open Spaces & Facilities Manager
Nicole Pema – HR Manager
Ian Smith – Director Finance
Emma Grima – ECTC Director Commercial
John Hill – ECTC Managing Director
Nigel Ankers – ECTC Finance Manager
Paul Remington- ECTC Chair

75. Public Questions

No public questions received

76. Apologies and substitutions

Apologies were received from Cllr Ian Bovingdon and Cllr Mark Goldsack. Cllr Martin Goodearl and Cllr Julia Huffer attended as substitutes.

77. Declarations of interest

Declarations of interest were received from both Councillors Christine Whelan and Mary Wade regarding Item 9, noting that they are Members of the City of Ely Council.

78. Minutes

The Committee received the Minutes of the meeting held on 30 January 2025.

Members unanimously resolved:

That the Minutes of the Finance & Assets Committee meeting held on 30 January 2025 be confirmed as a correct record and be signed by the Chair.

79. Chair's Announcements

January's Public question (Update) - Stuntney to Ely cycle path

The Combined Authority's Investment Committee approved proposals for funding the development of active travel routes in East Cambridgeshire on Monday, 10 March. £70,000 was awarded to produce a detailed design for the Stuntney to Ely route, and a further £400,000 for the 'Sustrans Study East Cambs routes' project. This is to enable the further development of the Council's Sustrans feasibility schemes to the preliminary design stage for two routes: Ely to Soham and Burwell, Fordham, and wider links.

80. ECTC Annual Business Plan 2025/26

The Committee considered a report (Z155, previously circulated) containing the East Cambs Trading Company (ECTC) Business Plan 2025/26, as approved by the Company Board on 13th March 2025.

The ECTC Director Commercial presented the Business Plan, and the ECTC Finance Manager gave an overview of the company's financial position, as detailed in the Plan.

The recommendation in the report was proposed by Cllr Bailey and seconded by Cllr Sharp.

Members appreciated the report's layout and visuals, and congratulated ECTC on securing new business. The ECTC Director explained that the language in the vision statement referred to ECTC's commitment to its shareholders.

The ECTC Finance Manager clarified that two additional flats, identical to the £100k homes, were sold for £250k each. This meant that ECTC had invested a total of £600k in the affordable housing project. The £100k homes were allocated through a points-based scheme, where the level of discount at which the houses were bought also applies when sold, and this level of discount remained with the property in perpetuity.

A Member mentioned that the loan agreement with the CPCA included a profit-sharing arrangement that was due two years after the loan was issued. They enquired about the actual forecast profits and asked how much had been paid to the CPCA, as well as whether the calculations were available. The ECTC Managing Director confirmed that the profit share was included in the agreement and had been fully discharged with the appropriate interest paid.

The ECTC Director Commercial confirmed that the Risk Register would be reviewed and the recent increase in stamp duty and the government's plan to build 1.5 million homes would be considered as part of the review.

Cllr Bailey, as proposer of the recommendation, highlighted that ECTC had been established nine years previously. She expressed pride in its achievements, highlighting its modesty and consistency, and thanked everyone involved. The key points she emphasised:

- Ely Markets – A significant success that brought a great footfall and vibrancy to Ely while generating a modest profit for the company.
- Parks and Open Spaces – Had achieved new contracts and developed expertise in tree surgery services.
- Palace Green Homes – Delivered 135 homes, including 48 affordable units, making a substantial contribution to the district's housing stock.
- £100k Homes – An impressive project benefiting local residents.
- £5.8 million – The benefit provided by ECTC to the operation of East Cambridgeshire District Council (ECDC).

Cllr Bailey stressed the importance of communicating the benefits of ECTC to a future unitary council, ensuring that the advantages for residents were highlighted. All Members, therefore, have a responsibility to raise awareness of ECTC's achievements.

A vote was taken on the recommendation as follows:

FOR: (6), AGAINST (0), ABSTENTIONS (4)

It was resolved that the ECTC Business Plan 2025/26, as set out in Appendix 1 of the Officer's report, be approved.

81. End of year reports 2024/25 & Service Delivery Plans 2025/26

The Committee received a report (Z158, previously circulated) containing the End-of-Year Reports 2024/25 and the Service Delivery Plans 2025/26, which cover services within the Committee's responsibility.

Members noted that the phrasing related to the targets of electronic voter registration and paperless processes could be clarified for future plans.

Members expressed appreciation for the excellent Service Delivery Plans, performance reports and thanked staff for their hard work

The recommendations in the report were proposed by Cllr Sharp and seconded by Cllr Huffer.

It was resolved unanimously:

That the outcomes in the End of Year Reports 2024/25 (as set out in Appendix 1 of the Officer's report) be noted, and the Service Delivery Plans 2025/26 (as set out in Appendix 1 of the Officer's report) be approved for each of the following services:

- i) Democratic Services
- ii) Economic Development
- iii) Finance
- iv) Human Resources
- v) Infrastructure & Strategic Housing
- vi) Information & Communication Technology
- vii) Legal Services
- viii) Open Spaces & Facilities
- ix) Reprographics
- x) Strategic Planning (End of Year Report Only) and
 - a. Climate Change and Natural Environment Services Delivery Plan (to reflect transfer of strategic planning function to the planning team from January 2025)

Cllr Alison Whelan arrived 5:10pm

82. Asset Management Plan 2025/26 & Assets update

The Committee considered a report (Z156 as previously circulated) that provided Members with an updated asset spend tracker for 2024/25 and approved the asset planned spend for 2025/26.

The Open Spaces & Facilities Manager presented the report, and Members provided feedback and asked questions as follows.

Members complimented the Open Spaces & Facilities Manager for his comprehensive attention to the entire district. He confirmed that the Council was committed to improving the environmental performance of all buildings, including those in leased properties, and working with tenants. Additionally, he stated that the timeline for the PIPPA Audit would be announced next week following a meeting he was scheduled to attend.

The recommendations in the report were proposed by Cllr Hunt and seconded by Cllr Huffer.

Members resolved unanimously to:

- NOTE the Corporate Asset Management Plan provided in Appendix 1,
- APPROVE the Asset Management spend for 2025/26 as detailed in Appendix 2

- NOTE the Asset Management 2024/25 spend to date as detailed in Appendix 3

83. Assets in Ely

Cllrs Mary Wade and Christine Wheelan left the room for the duration of the item and did not participate in the debate or vote.

The Committee considered a report (Z1559 as previously circulated), which allowed Members to consider the freehold/leasehold transfer(s) of The Maltings, Maltings Cottage and Oliver Cromwell House, all located in Ely, to the City of Ely Council.

The Director Commercial presented the report, and Members provided feedback and asked questions as follows.

The Director Commercial explained that the freeholds would be sold for £1 because they needed to have a designated value; they could not be given away for free. Since this was a public-to-public transfer intended for community use, a price of £1 was deemed representative of their community value.

Members enquired about the fairness of valuing assets at £1 and the potential risks that the Council or individual Councillors might encounter if assets were transferred at a value considered below fair market value. The Director Commercial explained that when assessing public transfers of buildings, especially under the current circumstances, she and colleagues were confident that the valuation was suitable. This confidence stemmed from the fact that the transfers were public-to-public and involved long-term leases. The Director Commercial confirmed that the buildings needed investment, and the City of Ely Council was aware of this.

The recommendations in the report were proposed by Cllr Hunt and seconded by Cllr Bailey.

Members recognised that the future of East Cambridgeshire District Council was uncertain, which necessitated the protection of these assets for the future. The City of Ely had effectively managed the Sessions House, keeping it in public use, and they saw no reason why they would not do the same with these buildings.

The Chair reiterated that the recommendations provided the City of Ely with two options: they could either decide to purchase the properties or continue leasing them, and there was no pressure from the Council regarding this decision. A Member also reminded others that these properties were already under full-repairing leases, meaning the City of Ely was already responsible for the maintenance of the assets. However, opting for a longer lease or the freehold would offer them additional options. She trusts that the City of Ely will handle these buildings responsibly for the benefit of the people of Ely.

Members unanimously resolved to:

- Approve the transfers or, where relevant, extend the leases of the Maltings, Maltings Cottage and Oliver Cromwell House, Ely to City of Ely Council as set out in the report.
- Delegate authority to the Director Legal to complete the relevant legal documentation to implement the above.

Cllrs Wade and Christine Whelan returned to the meeting.

84. Annual Review of Regulation of Investigatory Powers Act 2000 (“RIPA”) Policies

The Committee considered a report (Z157 as previously circulated), which contained an update on the annual review of the RIPA Policies and provided Members with a report on the use of RIPA powers by the Council.

The Director Legal (Senior Responsible Officer) presented the report, and Members provided feedback and asked questions as follows.

Members resolved to:

- Note the information provided in the Annual Review of Regulation of Investigatory Powers Act 2000 (“RIPA”) Policies Report.

85. Forward Plan

The Committee considered its Forward Plan.

Members unanimously resolved to note the forward agenda plan.

86. Exclusion of Press and Public

It was resolved unanimously:

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

87. ECTC Management Accounts

The ECTC Finance Manager presented the ECTC Management Accounts for the nine months to December 2024.

It was resolved that the contents of the report be noted.

88. Write-off Unrecoverable Debts

The Committee considered a report regarding the write-off of irrecoverable debts.

The recommendations in the report were proposed by Cllr Sharp and seconded by Cllr Miller.

It was unanimously resolved:

- i) That the recommendation in paragraph 2.1 of the Officer's report relating to 1 Housing Benefit overpayment write-off be approved.
- ii) That the Council Tax debt and Housing Benefit overpayment debts written off under delegated powers, as detailed in paragraph 2.2 of the Officer's report, be noted.

89. EXEMPT Minutes – 30 January 2025

The Committee received the Exempt Minutes from the meeting of the Finance & Assets Committee held on 30 January 2025.

It was resolved unanimously:

That the Exempt Minutes of the meeting held on 30 January 2025 be confirmed as a correct record and signed by the Chair.

The meeting concluded at 5:50pm

Chair.....

Date.....

TITLE: Climate and Nature Monitoring Report and Action Plan 2025

Committee: Finance and Assets Committee

Date: 26 June 2025

Author: Climate Change and Natural Environment Manager

Report number: AA19

Contact officer:

Richard Kay, Climate Change and Natural Environment Manager

richard.kay@eastcambs.gov.uk, 01353 665555, Room 12, The Grange, Ely

1.0 Issue

- 1.1. To provide an update on our climate and nature activities over the past 12 months and to agree a set of activities for the coming year.

2.0 Recommendations

- 2.1. Members are requested to:

- 2.1. Note the Climate and Nature Action Plan and Monitoring Report 2025 (Appendix A).
- 2.2. Approve the Climate and Nature Top 20 Actions for 2025/26 (Appendix B).
- 2.3. Approve a fee of £100 for each Eco Flex 4 or Great British Insulation Scheme Flex declaration provided by this council to appropriate retrofit contractors.

3.0 Background/Options

- 3.1. On 27 June 2024, this Committee approved a Climate and Nature Strategy 2024-28, together with a set of 'top 20 actions' for the Strategy's first year (June 2024-June 2025).
- 3.2. The medium-term 2024-28 Strategy focuses on three themes:
- Bring Back Nature
 - Reducing our Carbon Emissions
 - Adapting to a Changing Climate

Each theme has a set of Priorities and Goals By 2028, with the entire strategy set out on a single 'A3 poster' rather than a lengthy document. The poster is available here:

<https://eastcambs.gov.uk/sites/default/files/2024-11/Climate%20and%20Nature%20Strategy%202024-2028%20-%20adopted%20June%202024.pdf>

- 3.3. The Top 20 Actions for 2024/25 were based around making progress towards the above Strategy and is available here, again in a single A3 poster style:

<https://eastcambs.gov.uk/sites/default/files/2024-11/Our%20Climate%20%26%20Nature%20Top%20%20Actions%202024%20-%20adopted%20June%202024.pdf>

Performance Review for June 2024- June 2025

- 3.4. It is fair to say that 2024/25 has been a mixed year, with many of our Top 20 targeted actions completed as well as additional unplanned activities achieved. However, it is disappointing to report that some of our Top 20 actions were not achieved, and, separately, our own latest reported carbon emissions (or 'carbon footprint') remains stubbornly close to our baseline emissions of 2019/20.
- 3.5. Taking the positives first, the highlights of the past year are:
- Nine of our top 20 actions for the year were either completed or predominantly completed. This included:
 - solar panels installed on The Hive (which are forecast to save at least c£18,500 in electricity running costs and generate 91MWh of electricity per annum, resulting in a c19tonnes CO₂e annual saving; the investment has a forecast payback of 3.9 years for a product which should generate electricity for at least 25 years);
 - moving our refuse collection vehicles away from diesel to HVO fuel (which is forecast to cost slightly more than using traditional diesel, but should deliver up to 80% saving in emissions);
 - Approximately 100 East Cambridgeshire properties had substantial energy efficiency retrofit measures installed on or in their homes in the 2024/25 financial year, at average investment of c£17,000 via HUG2 funding. Measures are primarily solar panels, heat pumps, batteries and insulation;
 - assisting a further 32 households to receive eco-flex funding, which is similar to HUG2 funding but available to a wider audience;
 - Our Pride of Place Grant scheme has been hugely successful, with 31 community groups benefitting from 100% grant funds to help transform a local area for the benefit of both nature and people. The scheme has resulted in animal boxes, tree planting, green space creation, flower planting and pond rehabilitation projects spread right across the district (see summary report at Appendix C for further details);
 - successful commencement of 'biodiversity net gain' in the planning system, plus two thirty-year 'habitat bank' legal agreements signed between ECDC and landowners;
 - hedgehog training course delivered by nationally renowned hedgehog expert Hugh Warwick to our open space staff as well as local landscape and gardening operators, as well as a potentially national first 'Hedgehog

Recovery Supplementary Planning Document' adopted and being used by our planning team;

- 134 staff (over 2/3rds of all staff) completed an accredited carbon literacy training day.

- A very successful 'Net Zero Villages' programme, culminating in ten village halls (or similar) across the district successfully being awarded a collective £150,000 for solar panels, batteries and insulation, helping our vital community facilities reduce their running costs and their carbon emissions. Within 8 months of launching the bidding process, half of the successful applicants have already got their solar panels installed and the other half are on track to do so very soon, with a collective forecast saving of £20,000 a year of electricity costs, around 20 tonnes CO₂e annual saving, and an average payback of the investment in under 8 years. Electricity bills are a major financial burden for village halls, so this investment helps maintain their financial viability and deliver services to their local community.

- 3.6. However, it is disappointing to report that over the past year, eleven of our Top 20 actions for the year were either not started or with only limited progress towards completion (full details of these projects are in the attached Monitoring Report at appendix A).
- 3.7. The reasons for not meeting all our intended actions in the past year are primarily down to three matters.
- 3.8. First, our Climate Change officer resigned from the council in October 2024, and the vacancy filled in March 2025. This resulted in a significant capacity gap to deliver projects, especially those programmed for the winter. We are pleased to report that this vacancy is now filled and fully up and running.
- 3.9. Second, meeting our Biodiversity Net Gain (BNG) requirements (which commenced from Spring 2024) was an even greater resource burden than anticipated and the demands on the council continues to grow, virtually fully occupying our senior ecologist through the year. This resource demand was partly compounded by the substantial training that was required by our senior ecologist to our own planning teams as well as many planning agents who themselves were struggling to get to grips with the requirements. That said, BNG is starting to prove to be an exceptionally useful tool at ensuring new development in the district is treating nature and open space as a fundamental part of the planning process. It is also pleasing to report that we have increased our ecology capacity to two full-time ecologists from May 2025, thus enabling not only BNG to be successfully delivered, but other proactive projects to help bring back nature to our district.
- 3.10. Third, we have taken on other significant projects over the year, which have been prioritised over some of the original top 20 actions, none more so than the successful Net Zero Villages programme reported above.

Progress towards our 'Goals by 2028'

- 3.11. Of the three themes, we are probably making the greatest progress towards the '**Bring Back Nature**' theme. For example:
- Biodiversity Net Gain is delivering meaningful results on the ground already;

- Our Pride of Place grants programme has delivered significant gains across our district; and
- We have commenced preparation and delivery of new wildlife friendly management plans for our own parks and open spaces such as leaving patches of grass uncut for longer, creating a haven for invertebrates and the animals which feed on them such as hedgehogs (Note: these management plans for around 20 council owned sites will be published on our website in autumn 2025, and their implementation commenced thereafter).

3.12 The second theme of **‘reducing our carbon emissions’** has been more challenging, both in terms of the council’s own emissions, as well as for the territorial area of East Cambridgeshire as a whole. This Committee set the target of *‘By 2025/2026 reduce our direct emissions by 50% (compared with our baseline year of 2019/2020) and be on track to meet our target of an 80% reduction by 2030/2031’*. There is always a lag on data, but so far we are broadly flat in terms of emissions, though the latest data does not include our shift to HVO fuel in 2024. Once that data is available, for the year 2024/25, we should see our emissions approaching the 50% reduction we set ourselves. Having said that, other than paper use, we are yet to establish a pathway for calculating (and then reducing) our scope 3 emissions, these being emissions associated with an organisation’s value chain that are not directly controlled by the organisation. For the council, these emissions primarily occur upstream (e.g. from suppliers of materials we buy) and can only be meaningfully tackled when we put a procurement policy in place which requires such emissions to be considered in the purchasing process, and then reported as best as we are able for all products we purchase.

3.13 The final approval was given to the Bereavement Centre on 22 May 2025 and is intended to open in Summer 2026. The electric cremator will have a significantly better carbon footprint than a traditional gas cremator, however until the national grid decarbonises the impact of the cremator will reduce our ability to reach our carbon reduction targets. One of the stated objectives for Bereavement centre was to produce on-site renewable energy. Despite two applications to the CPCA for solar PV, to date no grant funding has been secured for project, and therefore only a very limited amount of energy will be produced on site, via solar panels on the roof of the Crematorium. This will clearly have an impact on the Councils short term net zero targets. The bereavement centre project team must continue to seek funding for renewables on site, otherwise this project will place a risk to achieving our net zero target by 2035.

3.14 Away from the council’s own emissions and turning to the district as a whole, there is a gradual downward trend in emissions from our territorial area. The latest national published data for East Cambridgeshire indicates:

- c17% decline in emissions, between 2005 and 2022, to presently sit at 1,356kt CO₂e for 2022
- 2.4. c28% decline in emissions on a per capita basis (i.e. to account for our population growth) over the same period.
- 2.5. c36% decline in emission from 2005 to 2022 on a per capita basis when excluding Land Use, Land Use Change and Forestry (LULUCF) emissions

(a slight improvement of the previously reported c35% decline for the period 2005 to 2021).

- 3.15 However, the declines are presently not yet steep enough to achieve the c50% per capita decline (excluding LULUCF) by 2028 we set ourselves in our Strategy. In the next 6 years, we need, as a district as a whole, to double the rate of decline in per capita emissions to meet our target.
- 3.16 Turning to our third theme of '**adapting to climate change**', we have made limited progress towards our Goals by 2028, but there is significant work to do to keep our targets on track. One of the four goals we set in 2024 for this theme is no longer achievable because we are not now updating our Local Plan (for reasons as agreed at Full Council meeting of 25 February 2025). Instead, officers will consider what alternative planning related measures could be achieved in the absence of a full Local Plan update.

4.0 Arguments/Conclusions

Top 20 Actions for June 2025-June 2026

- 4.1 Presented at Appendix B is a new set of top 20 actions proposed for the coming year. Such actions have been established based on aiming to meet the Goals by 2028 in our main Strategy, as well as taking account of the latest opportunities and resources available.
- 4.2 Of particular note is the number of actions proposed around the topic of water. Members will be well aware that climate change is already causing unpredictable and extreme weather evidence, especially in terms of rainfall. The last two winter/spring seasons has seen the wettest winter/spring on record in 2023/24, to now the driest spring on record in 2025. This unpredictability is having considerable impacts on our economy and our wildlife, as we repeatedly appear to be shifting from having too much water, to then having too little, and back again. Water use also has a significant carbon impact, from the processing and pumping of such water for domestic, industry and agricultural use (as well as embodied carbon impact of infrastructure measures to either stop flood water or capture water for use in drought periods).

Accreditation and 'scorecards'

- 4.3 Over the past year, it can be reported that:
- We successfully retained our annual ***Investors in the Environment silver accreditation*** for 2025
 - Well over 2/3rds of ECDC staff (134) have completed the accredited day long ***carbon literacy course***, 90 of which have gone on and successfully completed their evidence forms and become officially carbon literate. We hope to run a more occasional course, to pick up new staff arrivals and those who missed out last year.
 - On 17 June 2025 (post writing this report), we will find out where we have been placed nationally for our climate action according to the independent ***council scorecards*** prepared by Climate Emergency UK.

Update on preparation of a full plan to achieve an 80% reduction in emissions

- 4.4 At the Operational Services Committee on 19 June 2023, Members agreed the following resolution alongside approving that years' Environment Plan:
"That officers be instructed to draft a full plan that details how to achieve a reduction of at least 80% in carbon emissions for all the Council's operations by 2030."
- 4.5 That resolution matches our Climate and Nature Strategy 2024-28 target of being *"net zero by 2036"* with an *"80% reduction by 2030/31"*
- 4.6 At the Audit Committee on 25 February 2025, it was further agreed for Q3 of the present financial year that Internal Audit will *"provide assurance over the Council's plans for reaching Net Zero and how this has been informed/developed."*
- 4.7 Progress on preparing such a plan is yet to commence in detail, for the same reasons reported earlier on why we didn't achieve all our targeted actions in 2024/25. However, it is proposed that this Committee receives such a plan at the November 2025 meeting, thereby also aligning with audit committee's request.

ECO 4 Flex and Great British Insulation Scheme Flex Declarations

- 4.8 The Energy Company Obligation (ECO 4) is a government energy efficiency scheme that is administered by OFGEM and funded by large energy suppliers. Its aim is to help reduce carbon emissions and tackle fuel poverty by improving the energy efficiency of homes occupied by low income, fuel poor and vulnerable households. The standard ECO 4 programme does not involve council activity, other than officers and our website providing general advice on its availability.
- 4.9 However, in order to increase the availability of ECO 4 to a wider number of our residents, we have voluntarily entered into a national 'flex' agreement. In simple terms, the 'flex' element has the effect of slightly stretching some of the qualification thresholds, which means those residents who just miss out on the standard ECO 4 programme might qualify under the 'flex' programme.
- 4.10 For the resident, it is largely immaterial whether they secure grants through ECO 4 or the flex arrangement. However, for this council, unlike standard ECO 4, we are required to undertake certain checks (such as financial checks) for all flex applications and then issue a 'declaration' to confirm that the resident does qualify for a grant. That declaration is applied for and given to the contractor, so that the contractor can then undertake the works.
- 4.11 We have done this declaration process over recent years, as we have been keen to support as many of our residents qualify for grants as possible. However, it is a time-consuming process, with the checking and declaration process taking anywhere between 2-8 hours of officer time, depending on the circumstances of the resident. We get no funding to do this process.
- 4.12 As part of the Top 20 actions, we want to encourage and assist more homeowners to retrofit their homes (with solar panels most often being the most cost effective), including taking advantage of as many national grants as possible. But we are to a degree becoming a victim of our own success, and we risk having to deal with increasing numbers of declaration requests, at a cost to the council. Having reviewed other councils that undertake ECO 4 flex schemes, it is clear many

(perhaps most) do charge for each declaration they provide, and an average charge is around £100 or so. Contractors are indicating a charge of around £100 is also reasonable and would not put them off applying for declarations. For a contractor, the more 'flex' declarations the better, as it widens up the market for potential retrofit measures to take place. For the council, a £100 charge will ensure our costs are covered for this voluntary service we provide.

- 4.13 As this is a new charge, this Committee is requested to approve introducing such a fee with immediate effect.
- 4.14 For the avoidance of doubt, the £100 charge will not be paid by homeowners, and we will ensure no contractor attempts to recoup such a fee off the homeowner.
- 4.15 For more background information on ECO4 and other energy efficiency schemes, please see <https://eastcambs.gov.uk/housing/heating-and-energy/energy-incentives-and-schemes>.

5.0 Additional Implications Assessment

5.1 In the table below, please put Yes or No in each box:

Financial Implications No	Legal Implications Yes	Human Resources (HR) Implications No
Equality Impact Assessment (EIA) No	Carbon Impact Assessment (CIA) Yes	Data Protection Impact Assessment (DPIA) No

Legal Implications

- 5.2. The Council has no direct statutory responsibility to mitigate climate change. However, it does have a statutory responsibility via the Natural Environment and Rural Communities Act 2006 to "[further] *the conservation and enhancement of biodiversity in England through the exercise of [its] functions*" (s40(A1)) and "*determine such policies and specific objectives as it considers appropriate for taking action*" (s40(1A)(a)) to meet that duty to conserve and enhance biodiversity.
- 5.3. The Act (s40/s40A) also requires a number of reports to be published setting out how it will achieve the above duty.
- 5.4. The projects as reported in this agenda item will assist in meeting the above requirements and are considered entirely compatible with what the statutory duty seeks.

Carbon Impact Assessment

- 5.5. The assessment of the impact of the recommendations from a carbon impact perspective has been limited to those actions within the recommendations which are not agreed through a separate Council consideration.
- 5.6. Further, any proposals in the recommendations which are 'target setting' or encouraging others to take action to reduce carbon emissions do not score

positively or negatively in the CIA for this agenda item because directly they will not reduce or increase carbon emissions.

- 5.7. The scope of the CIA for this agenda item is therefore limited to those actions to be taken directly by the Council and which are not to be subject to a separate Council decision making process.
- 5.8. Consequently, the positive or negative implications are, directly, somewhat negligible arising from the recommendations of this agenda item and are limited perhaps to some planting.
- 5.9. However, indirectly, it is anticipated that by approving the actions for the coming year will consequently lead to (or help lead to) such actions being implemented, which in turn should lead to considerable net positive carbon emission savings, either directly for this council or directly for residents or organisations.

4.0 Appendices

- (A) Climate and Nature Action Plan and Monitoring Report 2024
- (B) Climate and Nature Top 20 Actions for 2024
- (C) Pride of Place summary outcome report

5.0 Background documents

"Our Climate and Nature Strategy 2024 to 2028" – East Cambridgeshire District Council, June 2024, <https://eastcambs.gov.uk/sites/default/files/2024-11/Climate%20and%20Nature%20Strategy%202024-2028%20-%20adopted%20June%202024.pdf>

East Cambridgeshire District Council

Climate and Nature Action Plan and Monitoring Report 2024

[draft for Finance and Assets Committee 26 June 2025]

Contents

1. Highlights Report (June 2025)	3
Achievements 2024-25	3
Top 20 Actions for 2025-26	3
2. Bringing Back Nature to East Cambridgeshire	4
Our achievements for the period June 2024 to May 2025	4
Hedgehog Recovery	4
Pride of Place Grants	4
Deliver Biodiversity Net Gain	5
Actions outstanding from the period June 2024 to May 2025	6
3. Reducing our Carbon Emissions	8
Our achievements for the period June 2024 to May 2025	8
Use of Hydrotreated Vegetable Oil (HVO) fuel	8
Install Solar Panels on The Hive	8
Carbon Literacy training for staff	9
Supporting residents to live in energy efficient and warm homes	9
Actions outstanding from the period June 2024 to May 2025	10
4. Adapting to a Changing Climate	11
Our achievements for the period June 2024 to May 2025	11
Reduce water use in our own office buildings	11
Let's Adapt Together	11
Actions outstanding from the period June 2024 to May 2025	12
5. Carbon Footprint Reporting Data	13
Carbon Footprint Calculations	13
Cambridgeshire Carbon Footprint (2022 data)	13
East Cambridgeshire (as a district) Carbon Footprint (2022 data)	14
East Cambridgeshire District Council Carbon Footprint (2022-23 data)	15
The Council's Carbon Footprint 2023-24 – a summary	15
The Council's Carbon Footprint 2023-24 – further detail	16
6. Renewable Energy in East Cambridgeshire	18
How much renewable energy do we produce in East Cambridgeshire?	18
Appendix 1 – Carbon Footprint Calculations Method	19

1. Highlights Report (June 2025)

Achievements 2024-25

- 1.1. East Cambridgeshire District Council remains committed to tackling climate change and bringing back nature to East Cambridgeshire. It is pleased to publish this annual report of our activities in the past year. In summary, the highlights from 2024-25 for this 2025 annual report are as follows.
- 1.2. Helping to **Bring Back Nature** to East Cambridgeshire, the Council has:
 - Provided over 30 'Pride of Place' grants to community groups. The scheme has resulted in animal boxes, tree planting, green space creation, flower planting and pond rehabilitation projects spread right across the district.
 - Published a national first supplementary planning document on Hedgehog Recovery.
 - Helped establish two 'habitat banks' in the district, where nature recovery is legally required over at least the next 30 years. The majority of districts in the country have yet to gain one, never mind two, such habitat banks.
- 1.3. Helping to **tackle climate change**, the Council has:
 - Installed solar panels installed on The Hive, which are forecast to save at least c£18,500 in electricity running costs and generate 91MWh of electricity per annum.
 - Enabled ten community buildings to share £150,000 of 'Net Zero Villages' investment in solar panels and battery storage, to reduce emissions and keep their running costs down.
 - Moved the majority of our refuse collection vehicles away from diesel to low emission HVO fuel.
 - Assisted well over 100 households to have free substantial energy efficiency retrofit measures installed on or in their homes (such as solar panels).
 - Over 2/3rds of council staff undertook carbon literacy training.
- 1.4. Helping the Council, our local residents and our communities **adapt to a changing climate**, the Council has:
 - Reduced its own water consumption by 10% in its main office The Grange.
 - Supported a variety of community engagement events, such as earth cafes, repair cafes and an 'Ely Imaginarium'.
- 1.5. Our latest 'carbon footprint' (carbon emissions) data is for the Council, as an organisation, 1,256 tonnes CO₂e (period 2024-25). This is down 5% compared with our baseline year of 2018-19.
- 1.6. The main challenge we faced in 2024/25 was resourcing all of the actions we wanted to achieve, not helped by some staff turnover.
- 1.7. This Monitoring Report provides further details on the matters summarised above.

Top 20 Actions for 2025-26

- 1.8. For the coming 12 months (June 2025-May 2026), we have set ourselves a **new set of 'Top 20' actions** to help bring back nature to East Cambridgeshire, mitigate climate change and adapt to a changing climate.
- 1.9. For a summary of the new Top 20 Actions please see our separately published poster entitled 'Our Climate and Nature Top 20 Actions for 2025'

2. Bringing Back Nature to East Cambridgeshire

Our achievements for the period June 2024 to May 2025

Hedgehog Recovery

Action 2 for 2024-25: Further hedgehog recovery support including grants, training for landowners and new planning policy.

- 2.1. We ran a very successful hedgehog training day on 27 November 2024. Attendees were from across East Cambridgeshire including our own parks and open spaces staff plus others involved in the management of public spaces or private amenity land, including consultants, landscape architects', local gardeners and developers. The nationally renowned Hedgehog author and speaker, Hugh Warwick, hosted the event and participants undertook Hedgehog Street's accredited Hedgehog Ecology and Management for Practitioners (HEMP) course. Following the training course (see photograph below), it also included a two-hour practical session looking at hedgehog opportunities and challenges in and around central Ely.



Figure 1: ECDC Parks and Open Space staff at an accredited Hedgehog training course. Credit: ECDC

- 2.2. Separately, following a period of consultation, we adopted a new [Hedgehog Recovery Supplementary Planning Document](#) on 26 September 2024, thought to be the first of its kind in the country. This provides practical help to both planners and developers, to help ensure all new development is as hedgehog friendly as possible.
- 2.3. Due to our climate change officer post being vacant for the period Nov 2024-March 2025, we unfortunately were not able to set up a small grants scheme, but will consider that in the coming months if resources permit.

Pride of Place Grants

Action 3 for 2024-25: Extend the successful Pride of Place grant application scheme to the end of October 2024, giving 100% grant support to even more communities for open space and nature-led projects in our district.

- 2.4. Our Pride of Place Grant scheme has been hugely successful, with 31 community groups benefitting from 100% grant funds to help transform a local area for the benefit of both nature and people over the two-year period. The scheme has resulted in 5 animal boxes, 6 tree planting, 10 green space creation, 14 flower planting and 4 pond rehabilitation projects spread right across the district. The project was also an excellent way to bring communities together to deliver projects in

their local area, including the large turnout for a community hedge planting day in Mepal, as identified in the photograph below.



Figure 2 Mepal residents at a Pride of Place planning day March 2024. credit F Wynn

- 2.5. A fuller breakdown of the Pride of Place programme, including photographs, are available in a separate report on our website.

Deliver Biodiversity Net Gain

Action 6 for 2024-25: Deliver Biodiversity Net Gain (BNG) via the planning system, including creation of large scale 'habitat banks'

- 2.6. BNG is fast becoming an established part of the planning system, with all planning applications other than very minor ones now successfully complying with the minimum requirement of a 10% gain for nature.
- 2.7. We've also worked very hard with farmers to help set up potential 'habitat banks' in our district, which are special zones set aside for nature recovery for at least 30 years. Two are now successfully in place (Oxwillow near Pymoor, and Hope Farm near Dullingham, respectively), with legal mechanisms in place to ensure they are fully established and well managed for nature for decades to come.
- 2.8. It is particularly pleasing to have worked really hard with such landowners to set up two such habitat banks in our district, and this is tantamount to the considerable efforts of our senior ecologist and the applicable landowners. Most district councils in the country have yet to establish a single habitat bank, and only a tiny number have two or more.
- 2.9. The benefit of having habitat banks in our district includes:
- Nature recovery derived from built development in our district will stay in our district
 - Nature recovery required from development outside our district might be diverted to our district (because the applicable district has no habitat bank themselves)
 - Economic benefits, because our local farmers are generating additional income from diversifying their landholdings
 - Wider environmental benefits all taking place in our district, such as air quality improvements, water storage, increased biodiversity and carbon capture
- 2.10. We continue to promote and work with landowners on the potential for further habitat banks in our district.



Figure 3 Home page for Oxwillow habitat bank credit: website <https://www.oxwillow.co.uk/>



Figure 4 Home page for Hope Farm habitat bank. Credit: <https://www.bng-units.co.uk/>

Actions outstanding from the period June 2024 to May 2025

- 2.11. In the last monitoring year of 2024-25, there were a number of nature related actions we set ourselves to achieve that presently have not yet been complete. These are listed below, together with commentary on their progress and our future intentions for each.

Action 1 for 2024-25: A new 'Hedges for Hedgehogs' campaign with free native hedgerow plants given away to local communities

- 2.12. Due to our climate change officer post being vacant for the period Nov 2024-March 2025 (this period also coinciding with the planting season for new hedges), this project did not proceed. We will consider whether to progress it in a future winter, but have no present plans to do so.

Action 4 for 2024-25: We will work with local residents to create an accessible one-acre (0.5 ha) woodland in Bottisham

- 2.13. This project remains ongoing, but was delayed due to the legal transfer of land taking longer than expected. The project is hoped to commence on the ground during 2025.

Action 5 for 2024-25: Further nature improvements in our parks and open spaces, including grass cutting and wildflowers.

Agenda Item 6 - Appendix A

- 2.14. Whilst our dedicated open space and parks team spend a considerable amount of time looking after our open spaces for the enjoyment of the public, we were unable to make any meaningful progress in the past 12 months to manage such spaces in a way which further improves them in a more nature friendly way. There is considerable opportunity to do so, with such potential hopefully being realised by the new habitat management plans we are putting in place over 2025 for twenty of our key open spaces. We have never previously had such management plans, therefore, once in place, our parks and open spaces team will have a clear rule book to follow to enable such sites to maintain their primary function of public open spaces, but with opportunities to benefit nature also taken.

Action 7 for 2024-25: Publish long term nature recovery plans via the creation of a Cambridgeshire-wide Local Nature Recovery Strategy.

- 2.15. This crucial new strategy being prepared by the County Council and the Combined Authority has unfortunately been subject to significant delays at the preparation stage. As a supporting district council, we have spent a considerable amount of time attempting to steer the document to one which benefits nature recovery in East Cambridgeshire as well as the wider county. Hopefully, public consultation will take place in 2025 but this is a matter in the hands of the Combined Authority.

Action 8 for 2024-25: We will deliver a Trees and Woodlands strategy

- 2.16. Due to our climate change officer post being vacant for the period Nov 2024-March 2025, this project did not proceed. With local government reorganisation now due at pace, it may not be prudent to progress a district specific strategy in the short term, due to the very short shelf life it will have. It is unlikely this strategy will therefore be prepared.

Action 9 for 2024-25: We will create a 'butterfly mound' in one of public parks, constructed and seeded to attract butterflies and pollinators, with the design chosen via a poll.

- 2.17. Due to our climate change officer post being vacant for the period Nov 2024-March 2025, we did not have the resource to run a poll on options for the design. In addition, we did not have sufficient resource in the open space team to deliver a butterfly mound in the appropriate season (winter or very early spring). We still intend to deliver this project over 2025/26.

Action 10 for 2024-25: Make our Phase 3, Arbour Square, Ely development as nature friendly as possible, including measures for hedgehogs, swifts, native planting and water saving

- 2.18. Planning permission for Phase 3 has not yet been secured therefore this action has not progressed to date.

3. Reducing our Carbon Emissions

Our achievements for the period June 2024 to May 2025

Use of Hydrotreated Vegetable Oil (HVO) fuel

Action 11: Move substantially all our Refuse Collection Vehicles to Hydrotreated Vegetable Oil (HVO) fuel, which has at least an 80% reduction in carbon emissions compared with regular diesel.

- 3.1. From April 2024, 16 (out of 18) refuse and recycling collection vehicles were fuelled with HVO fuel. The council also installed a tank onsite at the depot to allow for more efficient refuelling. The remaining 2 collection vehicles (which are not able to run on HVO) will be replaced during the next financial year as will the new street cleansing fleet which will also then be fuelled by HVO.
- 3.2. We will process the data arising from the new fuel in the coming year, to identify precisely how much of an emission savings has arisen compared with traditional diesel fuel.



Figure 5 One of our waste collection vehicles now being powered by HVO fuel. Credit: ECDC

Install Solar Panels on The Hive

Action 12: Install solar panels on the roof of the Hive swimming pool, aiming to save at least 5 tonnes of CO₂e emissions and save over £10,000 in annual running costs.

- 3.3. Following a national competitive process, we successfully procured the installation of solar panels across a large part of The Hive leisure centre in Ely. The work was completed and operational by May 2025. Estimated year one electricity savings are forecast to be £18,490, and is expected to offset 18% of the leisure centre's electricity consumption, saving c19 tonnes CO₂e per year. We also anticipate the investment will have a 'payback' period of around 4-5 years, with the panels still generating electricity for 25 or more years.



Figure 6: Solar panels installed on The Hive Leisure Centre. Credit: ECDC

Carbon Literacy training for staff

Action 14: Continue to deliver Carbon Literacy training for all staff at the council.

- 3.4. Well over 2/3rds of ECDC staff (134) have now completed the carbon literacy course, with over 90 having gone on and successfully completed their evidence forms and become officially carbon literate. We've therefore hit our original target of achieving half of our staff to be fully carbon literate certified, which is a huge achievement. The feedback has been very positive, with one participant saying *"I thought the training was brilliant. Very scary, hard hitting, and impactful. Since receiving it, I am so much more mindful of my actions and what I can do to make a difference."*

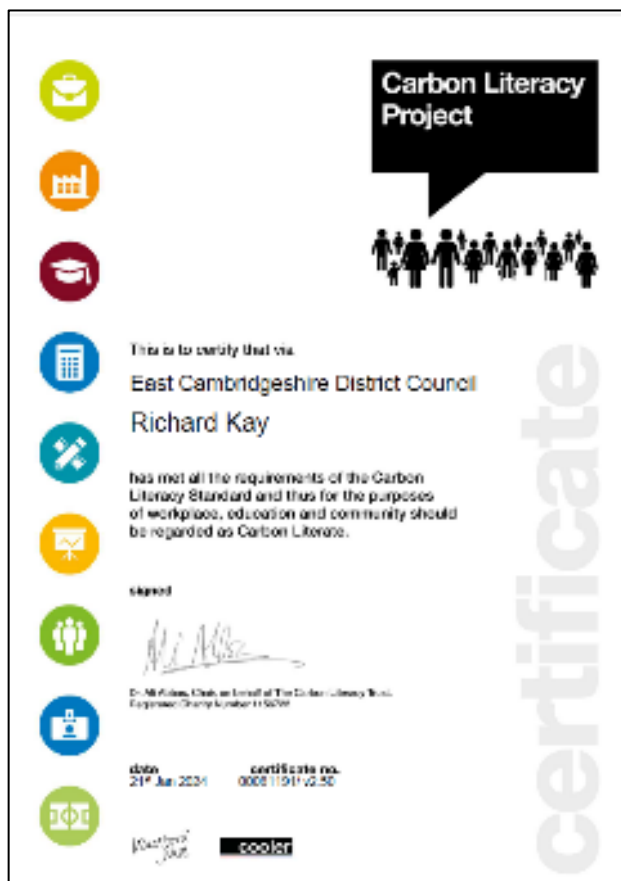


Figure 7 Example photograph of a carbon literacy certificate. Credit: ECDC

Supporting residents to live in energy efficient and warm homes

Action 15: Continue to provide support and advice to residents who want to undertake energy efficiency improvements in their homes. This includes £1.5m of Home Upgrade Grant 2 (HUG2) funding for spend across East Cambridgeshire.

- 3.5. Over the two year period 2023-25, we have administered and supported residents with over £1.7m in HUG2 energy efficiency investment. That investment has benefitted close to 100 households in our district, with measures such as solar panels and insulation, dramatically reducing the running costs of those homes as well as making them warmer and healthier.
- 3.6. In addition, we supported a further 32 households gain 'eco-flex' funding, again for measures such as solar panels.
- 3.7. We have also provided advice to a wide range of other residents on what energy efficiency measures could be appropriate for their homes, including those households that were not eligible for grant funding but were in a fortunate position to pay for measures themselves.



Figure 8: A contractor installing solar panels on the home of an East Cambridgeshire resident under the Home Upgrade Grant scheme

Actions outstanding from the period June 2024 to May 2025

- 3.8. In the last monitoring year of 2024-25, there were a number of climate related actions we set ourselves to achieve that presently have not yet been complete. These are listed below, together with commentary on their progress and our future intentions for each.

Action 13: We will consider options for including environmental considerations when revising the council's Contract Procedure Rules.

- 3.9. We have yet to update our Contract Procedure Rules to take environmental considerations into account for all goods and services we procure.
- 3.10. As a temporary measure, the council has added the following to the internal staff procurement help guide:
- 4.9 *Climate Change and Sustainability*
- 4.9.1 *In 2019 the Council declared a Climate Emergency and there is a target to reduce our direct carbon emissions by 80% by 2030/31. You should therefore consider how you can build climate change into your procurement.*
- 3.11. We have no present plans to more fundamentally update our contract procedural rules to embed environmental considerations within them.

4. Adapting to a Changing Climate

Our achievements for the period June 2024 to May 2025

Reduce water use in our own office buildings

Action 17: Reduce water use in our own office buildings, aiming for a 10% reduction by June 2025

- 4.1. Via simple messaging and checking and addressing minor leakages quicker, we managed to reduce our water use in The Grange over the past 12 months, from 1,151m³ (203/24) to 976m³ (2024/25), a reduction of 15%. Or, to visualise it easier, that's enough water saved last year to fill approximately six 20ft long shipping containers.
- 4.2. The reduced amount of water used also saved the council approximately £600 in water bills last year.
- 4.3. We think there are significant opportunities to further reduce water use in The Grange in the coming year, so are proposing to target a further 10% reduction this coming year.



Figure 9: A typical bathroom facility at The Grange, with potential for water efficiency measures. Credit: ECDC

Let's Adapt Together

Action 19: Let's Adapt Together. We will arrange community events and boost our engagement work as we foster a coming together to tackle the issues of climate change, nature recovery and adapting to a changing climate. £5,000 set aside for local community engagement activities.

- 4.4. Rather than directly ourselves, we have assisted East Cambs Climate Action Network, including financially, to enable them to run or support events, including an 'Imaginarium' at the Ely Apple Festival; regular Earth Café sessions; establishment of Repair Cafes; and community-based energy advice days.
- 4.5. Whilst it is hard to measure the impact of such events, we think engagement work as a whole, and through as many means as possible, will have a collective positive impact.



Figure 10: Poster used to advertise the Ely Imaginarium event, part sponsored by ECDC. Credit: EastCambsCAN press release

Actions outstanding from the period June 2024 to May 2025

- 4.6. In the last monitoring year of 2024-25, there were a number of adapting to climate change related actions we set ourselves to achieve that presently have not yet been complete. These are listed below, together with commentary on their progress and our future intentions for each.

Action 16: 'Water, water everywhere (then) not a drop to drink'; we will commence a water resilience campaign to help all of us be prepared to the dual threat of 'water, water everywhere in winter, but then not a drop to drink in summer'

- 4.7. Due to our climate change officer post being vacant for the period Nov 2024-March 2025, this project did not proceed. However, it is recognised the fundamental importance of this action, and water reduction is proposed to be a fundamental element of the 2025/26 proposed actions.

Action 18: Deadly Top Twenty! A public campaign to spot the top 20 most unwanted, damaging and deadly invasive species in the district, and informing residents what they could do to help.

- 4.8. Due to our climate change officer post being vacant for the period Nov 2024-March 2025, and the significant demands on implementing Biodiversity Net Gain in the planning system, this project has not proceeded as planned. It is still considered a valid project but is subject to resources being available.

Action 20: We will engage with businesses and investors to help them thrive on our journey to a greener, cleaner East Cambridgeshire.

- 4.9. With both the Climate Change officer and Economic Development officer post vacant for large parts of the past year, this action was limited to a workshop run by an outside consultant focussed on Landcaster Way enterprise zone. The daylong workshop brought together a collection of the business from that area, and looked at ways each business could set off on a journey of transition to a greener future.

5. Carbon Footprint Reporting Data

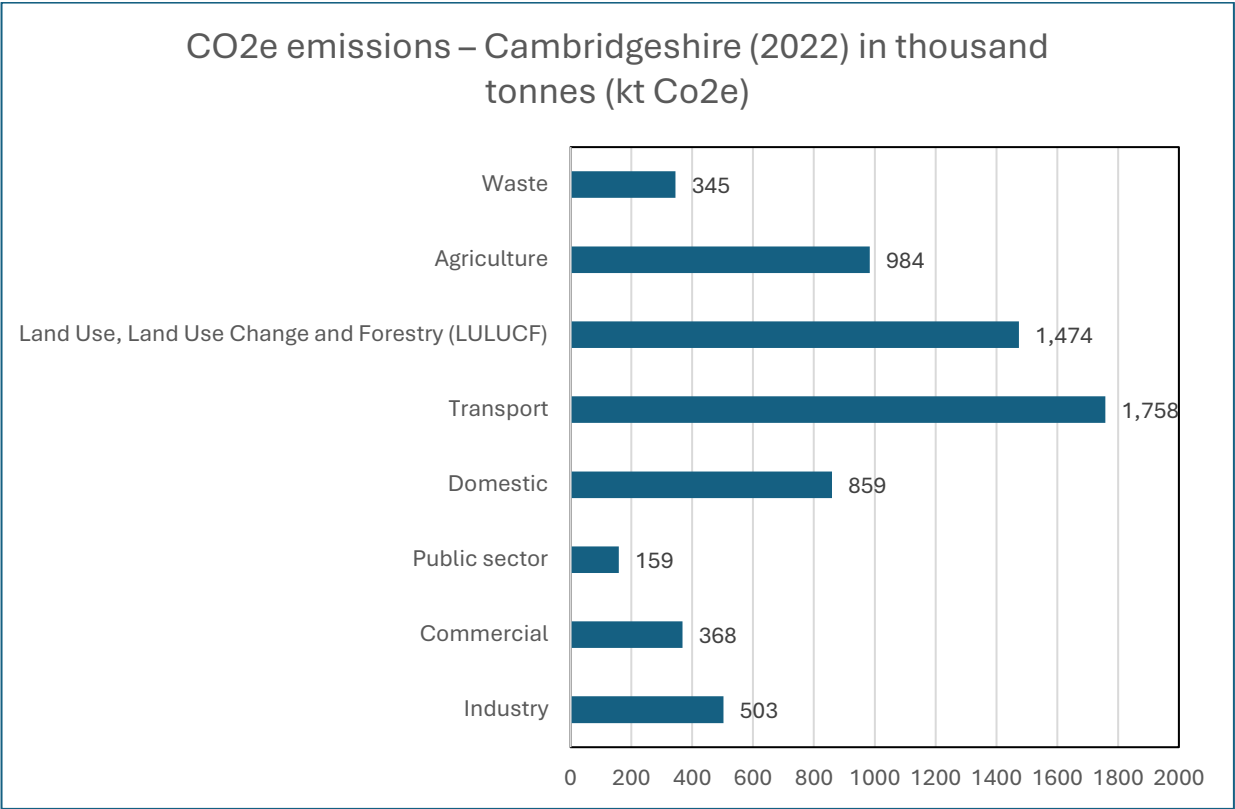
Carbon Footprint Calculations

- 5.1. A ‘carbon footprint’ is a measure of the greenhouse gases, such as carbon dioxide, emitted into the atmosphere from a specified area (such as Cambridgeshire) or by an organisation (such as East Cambridgeshire District Council) or by an individual. A carbon footprint calculation can provide pointers to where action could be best taken to reduce your impact on the environment.
- 5.2. Whilst not an exact science, you can have a go at calculating your own (or your family’s) carbon footprint using an online tool such as: <https://footprint.wwf.org.uk/>.
- 5.3. In the next three sections we report on the carbon footprints of:
 - **Cambridgeshire, as a geographical area**
 - **East Cambridgeshire, as a geographical area**
 - **East Cambridgeshire District Council, as an organisation**
- 5.4. For the first two sections, the data is compiled by central government, and usually published with at least a two-year lag. Thus, the latest data available at the time of writing was released in June 2024, for the period to 2022. The full dataset for all local authority areas is available at the following (including any new data published after May 2024)

<https://www.gov.uk/government/collections/uk-local-authority-and-regional-greenhouse-gas-emissions-national-statistics>

Cambridgeshire Carbon Footprint (2022 data)

- 5.5. This section reports on the ‘carbon footprint’ of Cambridgeshire as a geographical area.
- 5.6. The latest government data shows the carbon footprint for Cambridgeshire was around 6.45million tonnes CO₂e in 2022 (out of 376MtCO₂e for the UK as a whole). Whilst still an enormous amount, the Cambridgeshire total is on a steady falling trajectory, down from 8.94 MtCO₂e in 2005. The 2022 figure identifies a 2.9% decrease in emissions from the year before (2021).
- 5.7. The following table splits Cambridgeshire’s emissions of 6.45million tonnes CO₂e (2022) into various main sectors:

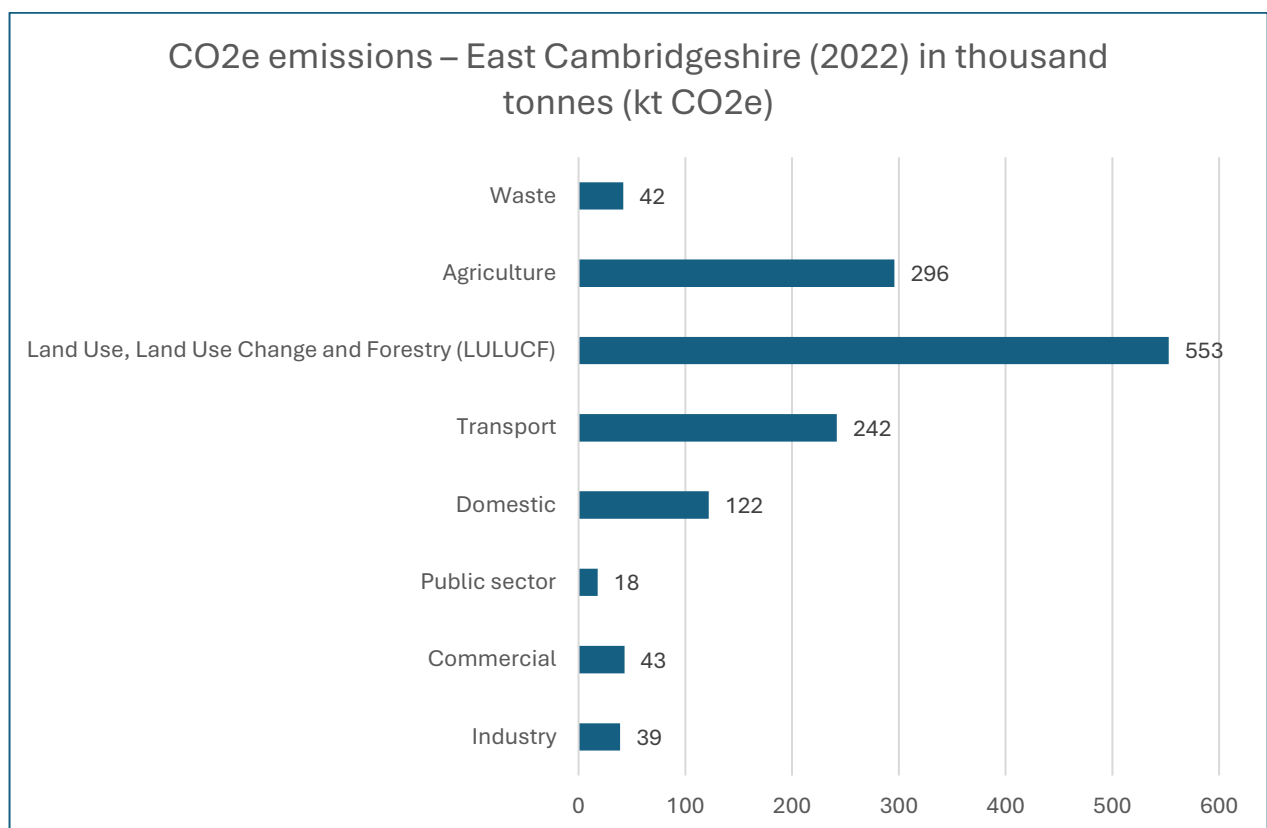


Agenda Item 6 - Appendix A

- 5.8. Cambridgeshire's largest source of emissions therefore came from transport (27%), followed closely by land use, land use change & forestry (LULUCF) (23%). In fact, Cambridgeshire is the worst performing county in the UK by far under the LULUCF category, emitting twice as much as the next worst county (Norfolk). Indeed, many counties have a minus LULUCF score, meaning their land absorbs more carbon (such as through trees growing) than it emits, which helps them offset some of their emissions from other sectors.
- 5.9. The reason for Cambridgeshire's very high LULUCF emissions is simple: high intensive farming, the subsequent drying of our peat lands, combined with very low levels of tree cover. To reduce our LULUCF emissions will require significant changes in the way we manage and farm our land, and it is unlikely we could ever eliminate emissions arising from this source in Cambridgeshire.

East Cambridgeshire (as a district) Carbon Footprint (2022 data)

- 5.10. This section reports on the 'carbon footprint' of **East Cambridgeshire** as a geographical area.
- 5.11. The latest government data shows the carbon footprint for East Cambridgeshire was around 1.36million tonnes CO₂e in 2022 (out of 376MtCO₂e for the UK as a whole). The following table splits East Cambridgeshire's emissions of 1.36 million tonnes CO₂e (2022) into various main sectors:



- 5.12. The East Cambridgeshire total is on a very steady falling trajectory, down from 1.64 MtCO₂e in 2005 to 1.36 MtCO₂e in 2022.
- 5.13. The 2022 figure identifies a 1% decrease in emissions from the year before (2021).
- 5.14. Like Cambridgeshire, LULUCF once again dominates our district's emissions. Excluding LULUCF, our total emissions (i.e. from all other sectors combined) are calculated as being 0.80 MtCO₂e.
- 5.15. To help visualise what 1.36 MtCO₂e looks like, that amount of CO₂e emissions would fill somewhere in the region of **1,000 hot air balloons every day**, and for **just East Cambridgeshire**.

East Cambridgeshire District Council Carbon Footprint (2022-23 data)

- 5.16. The previous sections, looking at Cambridgeshire as a whole and East Cambridgeshire as a whole, used data collected and published by other parties. In this section, we look just at East Cambridgeshire District Council, as an organisation.
- 5.17. To work out the carbon footprint of an individual company or organisation, like East Cambridgeshire District Council, a lot more data collection and analysis is required to be done by that organisation to determine a robust carbon footprint. For an explanation of the method we have adopted for calculating our carbon footprint, please refer to Appendix 1.

The Council's Carbon Footprint 2023-24 – a summary

- 5.18. The baseline carbon footprint (using data for the financial year 1 April 2018 to 31 March 2019), as set out in detail in our Environment Plan 2020, resulted in a **baseline (2018-19) carbon footprint for the Council being established as 1,317 tonnes of CO₂e**.
- 5.19. Each year since, the Council has reported an update on its annual emissions. Below is the sixth set of such data, for the financial year 2023-24.
- 5.20. It is estimated that the measurable carbon footprint for the Council in 2023-24 (i.e. to April 2024) as being **1,256 tonnes of CO₂e**. Thus, in headline terms, the Council's calculated carbon footprint has seen **an overall 5% decrease** in its gross emissions in the six-year period starting in 2018-19 and ending in 2023-24.
- 5.21. The change in emissions from baseline to present year is summarised in the table below:

	18/19	19/20	20/21	21/22	22/23	23/24
Scope 1: Direct emissions	839	871	892	843	886	896
Scope 2: Indirect emissions	164	120	95	95	87	81
Scope 3: Other Indirect emissions	314	325	254	266	308	279
Gross emissions total	1,317	1,315	1,241	1,204	1,282	1,256

- 5.22. The following figure illustrates the gross emissions, since baseline year reporting, and illustrates the limited reduction in our carbon footprint over the past 6 years:

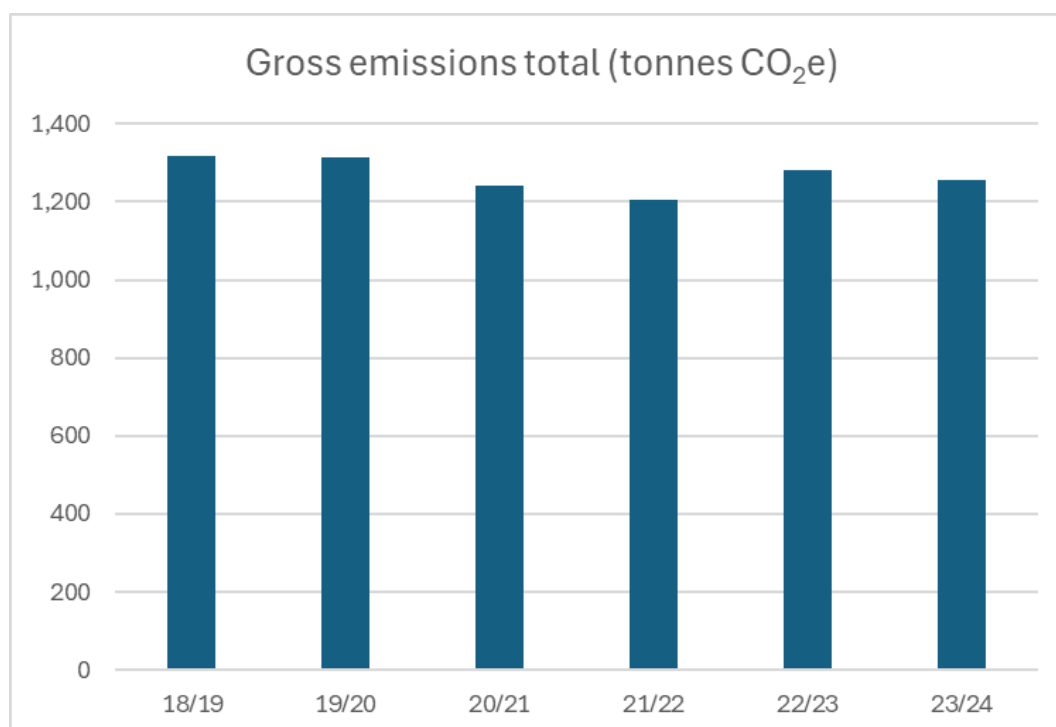


Figure 11 ECDC's reported emissions year on year from our 2018/19 baseline year

The Council's Carbon Footprint 2023-24 – further detail

- 5.23. A detailed breakdown of the source of the Council's calculated emissions in 2023-24 is set out below (note: 'well-to-tank' is listed as a separate row but is a direct consequence of fuel used by the Council, and therefore primarily arises from the fuel consumed by its fleet vehicles).

Scope 1 (tCO ₂ e)	18/19	19/20	20/21	21/22	22/23	23/24
Gas Consumption	63.7	71.0	81.6	74.6	68.5	73.4
Heating Oil	-	-	17.8	18.4	17.7	3.8
Refrigerant gases	9.7	-	-	-	6.7	2.9
Fleet Vehicles	765.4	800.1	792.5	750.2	793.0	815.8
Scope 1 Total	838.8	871.1	891.9	843.2	885.8	895.9

Scope 2 (tCO ₂ e)	18/19	19/20	20/21	21/22	22/23	23/24
Electricity	152.5	118.3	86.5	72.5	81.6	74.6
Street Lighting	12.0	1.4	8.7	8.7	5.7	6.4
Scope 2 Total	164.5	119.7	95.2	81.2	87.2	80.9

Scope 3 (tCO ₂ e)	18/19	19/20	20/21	21/22	22/23	23/24
Water and sewerage	7.1	7.5	8.1	5.9	6.5	3.5
Waste generated in operations	0.5	0.6	0.6	0.6	0.4	0.4
Business travel	81.9	84.7	24.0	41.8	17.0	20.4
Purchased goods and services					65.8	29.8
Transmission & Distribution	14.0	10.2	10.2	7.0	8.0	7.0
Well-To-Tank	210.0	221.7	210.7	209.6	210.7	217.9
Scope 3 Total	313.5	324.7	253.5	265.0	308.4	278.9

Tonnes CO ₂ e	18/19	19/20	20/21	21/22	22/23	23/24
Gross emissions	1,316.9	1,315.5	1,240.7	1,189.3	1,281.5	1,255.8

- 5.24. Emission calculations are challenging, and the results presented above should be read with some caution. Please see Appendix 1 for details on our method and limitations. Despite these acknowledged limitations, we can still draw some useful conclusions from the data we have collected.
- 5.25. For 2023-24, by far the largest single contributing area continues to be the Council's **'fleet vehicles'**, such as the vehicles it uses for waste collection, maintaining our parks and open spaces, general maintenance of our properties and land, and any lease vehicles. This is especially so once 'well-to-tank' is factored in. In total, such vehicles account for over **three-quarters of the council's reported emissions**. Such a figure also excludes any scope 3 emissions arising from the manufacturing and distribution of such vehicles (known as 'embedded carbon'), so the true full-life emissions arising from our fleet vehicles is likely to be an even greater share of the Council's emissions.

Agenda Item 6 - Appendix A

- 5.26. Compared with our fleet vehicles, all other sources of emissions are relatively low.
- 5.27. It should be remembered that, for 2023/24 we had not transferred to HVO fuel so we are anticipating a considerable fall in emissions from our fleet vehicles once the data for 2024/25 is available.
- 5.28. Very few of our emissions appear to have a significant trend down or up, other than electricity use, which is significantly down from the 2018-19 baseline. With the national grid becoming increasingly decarbonised, emissions arising from electricity should persistently decrease, even if an organisation does nothing directly to reduce its own electricity use.
- 5.29. Allowing for the possible over and under reporting of some items, it is probably fair to say that the 'carbon footprint' of the Council since the baseline year of 2018-19 has remained stable or perhaps a very slight downward trend.

6. Renewable Energy in East Cambridgeshire

How much renewable energy do we produce in East Cambridgeshire?

- 6.1. Whilst East Cambridgeshire as a district has one of the highest rates of per capita emissions in the UK, on the flip side (and not reflected in the emissions statistics) we are, as a district, a relatively high producer of renewable energy. According to the latest BEIS data published in September 2023 (Source of data: <https://www.gov.uk/government/statistics/regional-renewable-statistics>), East Cambridgeshire **generated** 437,577 MWh of renewable energy in 2022 (-14% compared with 2022) as follows:

Type of Renewable Energy	MWh generated in 2023
Photovoltaics (PV) solar	129,979
Wind	216
Anaerobic Digestion	98,184
Landfill Gas	0
Plant Biomass (eg straw burning plant)	209,199
All other possible sources (eg hydro)	0
Total	437,577

Please note that the table above identifies a zero contribution from Landfill Gas. Landfill Gas is excluded from the BEIS data because according to BEIS "there was some generation [of Landfill Gas in East Cambridgeshire] but it has been suppressed to prevent the output of individual plants being revealed" i.e. if the data was released, it would be commercially sensitive. Nevertheless, using historical data we have, the figure is likely to be less than 5,000MWh and would consequently be less than a 1% addition to the total district renewable energy production.

- 6.2. All four sources identified in the above table were down on their respective totals for 2022, which is disappointing. It is not known why this was the case, for any of the sectors.
- 6.3. On a per household basis, it means an average of around 11MWh of renewable energy was produced per household in East Cambridgeshire in 2022. On the basis that a typical medium household (2-3 bedroom house; 2 to 3 people) uses around 4MWh per year of electricity per year (though this of course varies considerably from home to home, and assumes electricity is not used for heating), the amount of renewable energy generated in the district would power nearly three times the number of homes we have. Of course, this statistic excludes other major electricity users in the district, such as businesses and public buildings. Nevertheless, the district is a significant generator of renewable energy.
- 6.4. Indeed, **more renewable energy is produced in East Cambridgeshire than any other district in Cambridgeshire.**
- 6.5. That said, the use of electricity in the district of East Cambridgeshire only contributes a small fraction (approx. 6% in 2021) towards our total CO₂ emissions. Thus, whilst having a high level of renewable energy produced in the district is, in principle, a good thing, even if we generated enough electricity to power the electricity currently used in every home, business and other building in the district, it would only reduce our district wide carbon footprint by around 6%.
- 6.6. What we need to do is reduce our other c94% of emissions (from petrol, diesel, oil and the way we manage our land) and switch more and more of our power use towards renewable-generated electricity.

Appendix 1 – Carbon Footprint Calculations Method

Introduction

In section 5, we set out the headline emissions or 'carbon footprint' of East Cambridgeshire District Council, as an organisation. In this appendix, we set out further details on the method employed and the assumptions used, together with acknowledgment of the limitations in the method.

Calculating an organisation's carbon footprint is very challenging, and reported data each year should be read with some caution. What is reported in this document is given in good faith and to the best of the author's ability, but it has to be acknowledged that there are considerable limitations and uncertainties with calculating and reporting such data.

For example, some data is more easily collected and converted to emissions than others. Electricity and gas use is relatively straight forward, because the data is available on the statements (bills) received from suppliers; whereas emissions arising from refrigeration gases or purchased goods are much more difficult to determine.

Emission calculations rely on the data being collected and available in a useable form. It is therefore prone to under- or over-reporting if the data collected is not fully robust. This is particularly the case at the Council for the following items:

- 'Heating Oil' was missed from the data collection in the first two years, as reporting officers were unaware we used any heating oil (it was used away from our main office buildings). Once known, the data was requested, and is now reported. Hence, we 'under reported' our heating oil emissions in the first two years.
- 'Business Travel' appears to have been over-reported in some early years, though we are still uncertain on this and need to investigate further. The issue appears to be that the data provided by the finance team on 'business travel' may, for some years and for some journeys, been provided as two rows of data for one journey, with one row being the journey and the second row being the 'VAT' refund being claimed by the Council. However, as this was not immediately clear in the spreadsheets provided, both rows appear to have been used in some years/journeys as if they were two separate journeys, and the emissions arising therefore 'double counted'. Consequently, it is highly likely that 'business travel' has been over-reported in some years. Nevertheless, using alternative data as a proxy (namely, the amount, in £, claimed in expenses by staff for business miles), this has persistently shown a steep declining trajectory in total business miles claimed, even allowing for covid restrictions, therefore we are confident the emissions arising from business travel is significantly less than the baseline year of 2018-19.
- 'Purchased goods and services' we know is significantly under-reported. For the first four years we did not account for any such emissions arising. For this year, for the first time, we are reporting on a small element of those purchases, namely paper. However, the true emissions arising from all the other goods and services we buy is unknown, yet likely to be a very significant amount.

Over time, the Council is committed to making its carbon footprint calculations as comprehensive and robust as possible.

Method

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

To calculate CO₂e emissions arising, it is necessary to convert the 'raw' data (such as kWh of electricity used) into CO₂e emissions. This process is relatively straightforward, using what are known as 'conversion factors'. The carbon conversion factors used for this Environment Plan are the UK Government published carbon conversion factors for 2022 available at <https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors-2022>.

The Council is reporting on emissions within its operational control boundary, following the Greenhouse Gas (GHG) Protocol reporting standards available at <https://ghgprotocol.org/corporate-standard>.

'In Scope'

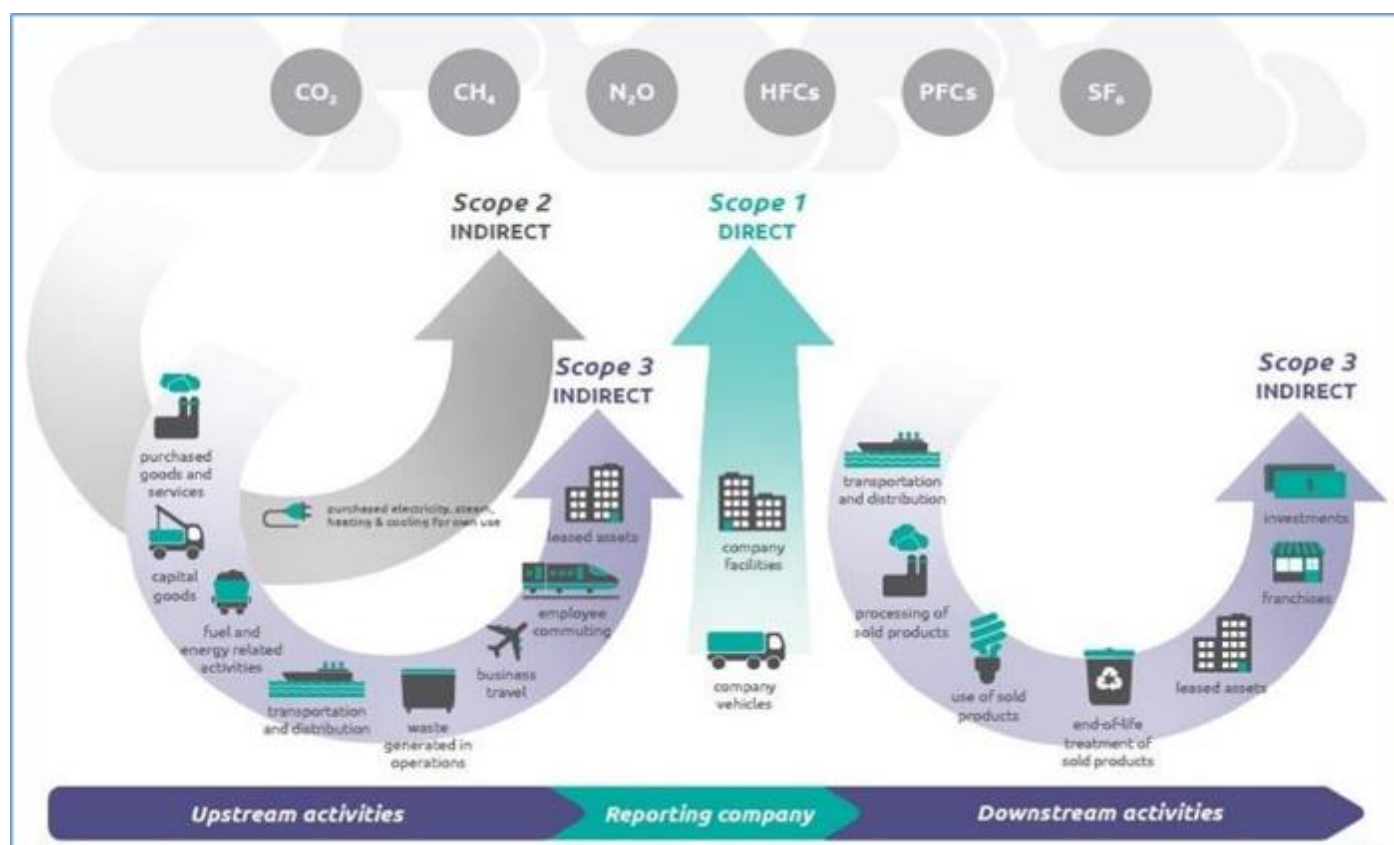
Defining the organisational boundary involves establishing which activities and functions are counted (or 'in scope') for the purpose of determining the Council's overall emissions, and by default what activities and functions are not counted ('out of scope'). This stage of the process involves reviewing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

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

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

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

An overview of what falls in different scopes is set out in the diagram below (source page 5 of https://ghgprotocol.org/sites/default/files/standards/Corporate-Value-Chain-Accounting-Reporting-Standard_041613_2.pdf)



An ongoing review process has determined that, for East Cambridgeshire District Council, it is appropriate to include the following sources ('in-scope') at the present time:

Scope	Activities typical to an office-based organisation	Identified Council emission sources
1	Stationary Production of electricity, heat or steam	<ul style="list-style-type: none"> Gas used in Council Offices e.g. The Grange Gas used in buildings operated by the Council e.g. E-Space North

Agenda Item 6 - Appendix A

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

‘Out of Scope’

In addition to the sources detailed above, there are other emission causing activities that the Council holds insufficient detail to accurately measure. Such emissions are therefore **excluded (or ‘out of scope’)** from the carbon footprint we report.

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

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

It is not unusual for an organisation to declare certain activities to be categorised as ‘out of scope’. That’s not because the organisation wants to exclude or otherwise ‘hide’ such emissions, but it is a pragmatic acceptance that it is too difficult, with resources available to that organisation, to calculate such emissions.

However, over time, the Council intends to make as many of these areas as possible ‘in scope’, therefore taking even greater responsibility for emissions arising, even where direct control is not present.

Agenda Item 6 - Appendix A

Of purchased materials, for example, we have, from reporting year 2022/23, introduced purchased paper into our calculations as being 'in scope', due to reliable data for the carbon impact of paper production and consumption becoming available. This has been calculated predominantly through a spend-based approach, which is a calculation method that estimates emissions by collecting data on the economic value of goods and services purchased and multiplying it by relevant secondary (e.g., industry average) emission factors (e.g., average emissions per monetary value of goods).

Employee commuting may be another early activity we could attempt to quantify scope 3 emissions arising.

Data Collection

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

Emissions Source Type	Data Source	Data Quality / Estimation techniques
Gas consumption	Energy invoices from different suppliers, meter readings	Where estimations have been used records are held with source data. Methods include: Annualising consumption or average data calculated using bookended data
Heating oil	Energy invoices from different suppliers	Annualising consumption where required
Refrigerants	Service invoices for air conditioning units	Annualising consumption where required
Fleet vehicles	Fuel purchased and vehicle log books	Annualising consumption where required
Electricity	Energy invoices from different suppliers, meter readings	Where estimations have been used records are held with source data. Methods include: Annualising consumption or average data calculated using bookended periods
Water supply & disposal	Energy invoices from different suppliers	Annualising consumption where required
Waste	Waste collection reports	Annualising consumption where required
Staff business travel	Staff mileage claims, fuel purchased and vehicle log books.	Annualising consumption where required
Hotel Stays	Staff claim forms	N/A

The carbon footprint of East Cambridgeshire District Council (as an organisation) has been calculated in line with the UK Government's Environmental Reporting Guidelines for Voluntary Greenhouse Gas Reporting, which are internationally-recognised standards from the World Resources Institute and World Business Council for Sustainable Development: the GHG Protocol Corporate Accounting and Reporting Standard, and the GHG Protocol Scope 3 standard.

Market-based and location-based reporting

As set out in the tables in section 5, around 7% of the Council's CO₂e emission come from 'scope 2' activities. In simple terms, in our case, these are emissions arising from the electricity the Council uses, mostly in its offices. When calculating the Council's headline carbon footprint, we are reporting these scope 2 emissions on a *location-based method* basis, which means those emissions are calculated using the average emissions intensity of the national grid. We think this is the fairest and most honest way of reporting our true emissions.

Indeed, the UK Government (in its 2019 'Environmental Reporting Guidelines', including Streamlined Energy and Carbon Reporting requirements) make it clear that, whilst not compulsory, "*organisations are*

Agenda Item 6 - Appendix A

encouraged to use location-based grid average emission factors to report the emissions from electricity, including those consumed from the grid."

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

Some Councils and other organisations that are on 100% renewable energy tariffs are choosing to use this *market-based method* to report their emissions, and consequently are claiming a lower carbon footprint than they would do so if they reported under the *location-based method*. East Cambridgeshire District Council has chosen not to do so, for one simple reason. By reporting on a *market-based method*, that organisation does not actually reduce the net emissions of itself or the country as a whole; it simply means another organisation uses a greater share of 'dirtier' electricity than otherwise would be the case, because the organisation using the *market-based method* is in effect making the rest of the national grid, which is shared with everyone else, more carbon intensive. In fact, if an organisation which is on a 100% renewable energy tariff reports only on a *market-based method* basis, there is no incentive for that organisation to reduce its electricity use at all, because it would already be set at 0 tonnes CO₂e emissions.

Again, government gives advice in the aforementioned guidelines, as follows:

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

Put another way, *market-based* reporting alone is arguably a misleading way of trying to claim a lower carbon footprint than would otherwise be the case under the *location-based method*. If *market-based* reporting is to be reported at all, it should, according to government, be alongside *location-based* reporting. We have reported it only as *location-based* reporting.

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

Appendix B – Proposed Top 20 Environment Actions for 2025/26

Theme: Bring Back Nature

1. Publish a habitat management plan for twenty of the council's public open spaces (such as play areas and church yards) by December 2025.
2. Make meaningful progress on delivering the new habitat management plans by May 2026.
3. Trial the publication (digital and physical) of a family-friendly, biodiversity-rich walking route in one of our public open spaces. This will include a fun printable map for collecting 'stamps' along the route and a Geocache hunt.
4. Following the success of the previous community orchard scheme, commit to planting a further 100 orchard trees in the winter 25/26.
5. Deliver high quality nature friendly development by helping planners and developers cut through the complicated nature legislation with a series of self-help guides.
6. Establish a portfolio of environment staff volunteering day options (1 day per year per staff member).
7. Establish a Bring Back Nature social media campaign.
8. Deliver a publicly accessible new woodland in Bottisham.
9. Family friendly information at Riverside in Ely on what to feed local ducks and swans.
10. Commence biodiversity enhancements as part of the bereavement centre development, including the creation of a wildflower meadow.

Theme: Reducing our Carbon Emissions

11. Implement new waste and recycling collection service for residents from April 2026, which will have a positive impact on our district's carbon emissions.
12. Seek to reduce our energy bills by a third for our public conveniences, targeting a saving of £5,000 per annum and at least 3 tonnes CO₂e which is equivalent to about 10 return flights to Barcelona from London.
13. Actively promote the benefits of rooftop solar panels, the costs and savings likely to be achieved, and issues to look out for. Help residents with grants that might be available.
14. Prepare, by November 2025, a detailed step by step plan of how we will become a net zero council.
15. Let's get smart: promoting the benefits of smart meters, and how to get the most out of them.

16. Further reduce our water use in the council's main office (The Grange) by 10%. This would save an estimated 100,000 litres or 500 large baths.
17. Palace Green Homes to install PV panels on all 27 new homes at Arbour Square, Ely development.

Theme: Adapting to a Changing Climate

18. Promote sustainable water management, both small scale (e.g. waterbutts) and larger scale (e.g. farmer reservoirs).
19. Manage the water efficiency of the Jubilee Garden fountain, whilst retaining it as a water feature, and seeking to save up to £1,000 in water usage costs.
20. Commence a programme to reduce water use in our public conveniences. A 10% reduction would save over 400,000 litres which is the equivalent to 2,500 large baths. It would also save £2,000 annually.



Pride Of Place

Summary Report by East Cambridgeshire District Council, May 2025

The Pride of Place grant scheme by East Cambridgeshire District Council was a community-focused initiative designed to enhance and celebrate the local environment. Grants aimed to support projects that fostered community pride, improved public spaces and help preserved the natural environment of the district. By providing financial assistance to local groups and organisations, the grant encouraged collaborative efforts to create more vibrant, attractive and nature friendly public places.

The initiative specifically targeted a range of projects, such as beautification efforts, which included planting flowers in public gardens, restoring ponds, upgrading parks and playgrounds, habitat creation and wider educational opportunities.

The grants sought to empower local communities by involving them directly in the decision-making process, encouraging them to propose projects that they believed would best serve their local area. Through this collaborative approach, the Pride of Place grant not only provided the necessary financial resources but also inspired a sense of ownership and pride among the residents, enabling them to take an active role in shaping and improving their surroundings and hopefully long term care of improved sites.

Summary of Project Implementation

The Pride Of Place Grant composed of forty-two projects and involved sixteen parish councils, one town council and one district council, five churches, one charity and two primary schools. The project categories are summarised below.

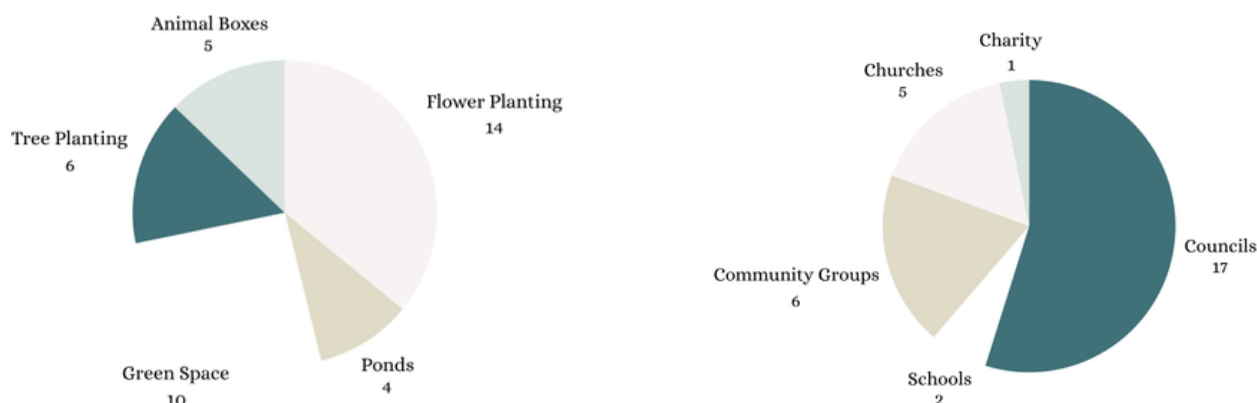


Figure 1 pie charts displays the types of projects created using the Pride Of Place Grant and the types of organisations

The selection process for qualifying projects under the Pride of Place Grant was structured to ensure that all funded initiatives were both community-driven and environmentally responsible. The primary aim was to support projects that would deliver tangible benefits to local ecosystems while fostering community involvement and long-term stewardship.

Assessment Criteria

All project proposals were evaluated against a set of key criteria to determine their eligibility and alignment with the grant's objectives. These criteria included:

- Demonstrable environmental benefits (e.g. enhancing biodiversity, supporting climate resilience, promoting sustainability)
- Evidence of community involvement in the planning and/or delivery of the project
- Potential for long-term impact or a lasting legacy within the local area

- Feasibility of implementation within the allocated budget and designated timeframe

Applicant Support and Proposal Development

Throughout the process, applicants were offered structured guidance to help shape their proposals. In instances where initial project ideas required refinement, support was provided to ensure alignment with the grant's environmental and community engagement goals.

Case Study 1: Burrough Green Parish Council Pond Restoration

Burrough Green Parish Council received £14,700 for the local pond's rehabilitation, enhancing the area's beauty and benefiting the community. The village pond over the years lacked investment and needed dredging and tidying up to enable wildlife to flourish and the parishioners, the primary school and the wider community to enjoy the benefits of the pond, including as a source of education for the local primary school. The project also included a bench for public use that overlooks the pond and planting grass around the pond. Snails have been integrated to eat the algae, together with the addition of oxygenating plants. The revitalising of the pond will boost biodiversity, creating a haven for wildlife.

The local housing association will help maintain the pond. The grant has improved the area and now inspires greater appreciation of nature. This pond is situated by the local cricket club (Bradley Road, Newmarket CB8 9NG).



Figure 2 Two before and one after (far right) photographs of Burrough Green village pond. Credit M Batting

Promotion and Delivery Setup

The promotion of the Pride of Place Grant opportunity was conducted through a variety of channels, including the District Council's own website, press releases and through direct contact with parish councils who then promoted the grant to their community.

In addition, prospective applicants were supported through written guidance materials about what kind of projects would be suitable. Submissions were assessed with a focus on identifying projects that offered the greatest potential for community engagement, environmental value, and practical deliverability. Successful projects demonstrated strong local relevance and the capacity to contribute meaningfully to the district's environmental priorities. With the District Council's support, very few projects were rejected outright either because of being out of scope or could not demonstrate reasonable likelihood of being deliverable.

This structured and supportive approach ensured that funded projects were inclusive, impactful, and reflective of the values underpinning the Pride of Place initiative.

Case Study 2: St Margaret's Church, Chippenham

St Margaret's Church in Chippenham was awarded £2,585 to support its commitment to environmental stewardship and community engagement.

The grant was utilised for three parts of a wider project that promises to transform the church grounds into a haven of biodiversity and beauty. The first part of the project focused on the planting of wildflowers. These vibrant blooms not only added a splash of colour to the landscape but also attract a variety of pollinators, including bees and butterflies, contributing to local biodiversity.

In addition to wildflowers, the church created a perennials path. This trail was lined with hardy perennial plants, providing year round interest and a peaceful place for reflection and relaxation. The path will offer visitors a chance to connect with nature, enjoy the changing seasons, and experience the tranquillity of the church grounds. The grant also supported the repair of posts around the church property. These posts are essential for maintaining the integrity of the church's boundary and ensuring the safety and

security of the grounds. By restoring them, St Margaret's Church is committing to preserving its historical and cultural heritage for future generations.



Figure 3 Images of the renovations made at St Margaret's Church. Credit P Mangell

This initiative was more than just a landscaping project; it was an opportunity to engage the local community. This involvement fostered a sense of ownership and pride in the community, strengthening bonds and encouraging environmental awareness. The transformation of its grounds not only enhanced the aesthetic appeal of the area but also create a welcoming space for all to enjoy. The church and wider community look forward to the planting to fully bloom over the coming years.

Environmental Benefits

The environmental benefits of the Pride of Place scheme are significant and multifaceted, directly contributing to habitat restoration, biodiversity enhancement, and community engagement across the district. By supporting a wide range of community-led initiatives, the scheme helped to re-establish native ecosystems and promote sustainable land management practices.

One of the most direct benefits was the creation and restoration of key habitats. Projects funded through the scheme included the development of wildflower meadows, planting of native hedgerows and trees, and restoration of ponds—each of which plays a vital role in supporting local wildlife. Wildflower meadows provided food sources for pollinators, such as bees, butterflies, and moths, whose populations are in decline across the UK. New and restored hedgerows created ecological corridors for birds and small mammals, improving their ability to move and breed safely across the landscape. Tree planting contributed not only to biodiversity, offering food and shelter to countless species, but also helped improve air quality and sequester carbon dioxide from the atmosphere.

The installation of bird and bat boxes offered immediate benefits to local fauna by increasing the availability of roosting and nesting sites, especially in areas where natural tree cavities are scarce. Rewilding and pond restoration projects helped rebalance aquatic and semi-aquatic ecosystems, improving water quality, supporting amphibians such as newts, and encouraging a greater diversity of invertebrates. These interventions contributed to more resilient ecosystems that are better able to withstand environmental stressors, such as drought, flooding, and habitat fragmentation.

In addition to habitat improvement, many projects reduced the carbon footprint of community green spaces. Tree and hedge planting act as carbon sinks, while reduced reliance on mowing and chemical treatments through rewilding efforts decreased emissions and supported healthier soil biology. Projects that introduced edible planting areas, such as vegetable gardens, also encouraged local food production and reduced dependence on imported produce, aligning with broader sustainability goals.

Beyond individual habitats, the cumulative effect of these projects enhanced ecological connectivity across East Cambridgeshire. By linking fragmented green spaces and creating safe passages for wildlife, the scheme supported regional biodiversity at a landscape scale. This connectivity is essential for species adaptation in response to climate change and other environmental pressures.

Overall, the Pride of Place scheme significantly improved the ecological integrity of public spaces, enriched biodiversity and contributed to climate action at a local level. These environmental benefits will continue to grow as the funded projects mature, delivering lasting value for both nature and the communities that care for it.

Case Study 3: Isleham Parish Council's Wildlife Houses

Isleham Parish Council was awarded £984 to fund the installation of 24 wildlife houses aimed at supporting local biodiversity. These included a range of bird boxes, bat houses, insect hotels and hedgehog boxes, many of which were designed to support species that are protected and/or endangered. For example, hedgehogs, a species in notable decline across East Cambridgeshire due to habitat fragmentation, were a key focus of the project.

The project also aimed to raise awareness of local ecological issues and foster a greater connection between residents—particularly young people—and their natural environment. Most of the wildlife houses were installed in the old cemetery, where small-scale rewilding activities were also being carried out. Additional houses were placed around the new village pond and within a picnic area next to the village hall, where the council began establishing a small wildflower plot to further support pollinators and other wildlife.



Figure 4: Series of photographs showing community involvement in the Isleham Pride of Place project. Credit R Nouch

Children from the local school played an active role in the project. They assisted in the placement of the wildlife houses, wrote an article for the Isleham Parish Magazine, and created informational signs to accompany the insect and bird boxes. The children also continued to support the project by participating in wildlife monitoring and recording at the designated sites, contributing to ongoing community-led conservation efforts.

This initiative demonstrated how local action, education and environmental stewardship can come together to make a meaningful impact on both people and nature.

Community Benefits

The community benefits of the Pride of Place scheme were also wide-ranging, fostering stronger connections between residents and their local environment while enhancing health, education and social inclusion. By funding projects that were community-led and designed to reflect local needs, the scheme empowered people to take an active role in shaping and caring for the spaces around them.

One of the most immediate benefits was the improvement in access to high-quality green spaces. Enhancements such as new pathways, benches, and signage made parks, nature areas, and village greens more accessible and welcoming, particularly for children, older residents and people with limited mobility. These improvements encouraged regular use of outdoor spaces, promoting physical activity, relaxation and mental well-being.

The scheme also strengthened community cohesion by encouraging collaborative projects that brought together residents, schools, parish councils and local organisations. The process of planning, applying for and delivering the projects helped build local networks and foster a shared sense of ownership and pride in place. Many projects included opportunities for volunteering, hands on learning and intergenerational engagement, creating valuable opportunities for skill-sharing and community-building.

Educational benefits were also notable. Several funded projects incorporated environmental education elements, such as a vegetable garden at Sutton Primary School and school engagement activities. These helped raise awareness of local biodiversity, conservation practices and sustainability issues. Involving children in planting and habitat creation not only supported classroom learning but instilled a sense of environmental responsibility from an early age.

Importantly, the scheme helped foster long-term community stewardship because applicants were required to show how projects would be maintained and continue delivering benefits, the funded initiatives laying the groundwork for ongoing local involvement. This has helped to create a culture of care, where communities are actively invested in protecting and enhancing their local environment for future generations.

Overall, the Pride of Place scheme delivered meaningful community benefits by improving access to nature, encouraging collaboration, supporting well-being, and embedding environmental awareness. It demonstrated how small-scale, place-based investment can have a transformative and lasting impact on the quality of life in local communities.

Case Study 4: Woodditton Community Group

The Woodditton Community Group was initially awarded £950 to support a local bulb planting initiative aimed at enhancing biodiversity and improving the visual appeal of the area. As part of the project, a community bulb planting day was organised, involving local volunteers in hands-on conservation and beautification efforts, as illustrated in Figure 6.



Figure 5: Photographs from the volunteer bulb planting day, Woodditton. Credit K Brown

During the first phase of the project, volunteers successfully planted a significant number of bulbs; however, the total area covered was approximately half of the original target. Despite this, the activity generated strong community engagement and made a visible contribution to pollinator support and the enhancement of public spaces.

In recognition of the project's success and its positive environmental and aesthetic impact, Woodditton Community Group was awarded an additional £1,000 Pride of Place Grant to support the continuation of the bulb planting initiative. The extended funding allowed the group to expand planting efforts across the remaining target area, further promoting pollinator friendly habitats and strengthening community pride through local environmental stewardship.

This project exemplified how small-scale, volunteer-led initiatives could contribute meaningfully to local environmental goals and community cohesion.

Case Study 5: Coveney Parish Council

Coveney Parish Council has successfully rejuvenated the village pond, a cherished community landmark, with the support of a £7,500 grant from the Pride Of Place initiative. This completed project has improved accessibility and safety, with the construction of a new boardwalk and ramps for individuals with reduced mobility, which has encouraged greater community engagement with the pond's natural beauty.

A new seating area has been created, promoting community interaction, offering a peaceful location for gatherings and relaxation. The initiative also focused on ecological enhancement, including the planting of spring bulbs that now attract pollinators and boost biodiversity. The replanted eroded bank was stabilised, preventing erosion and supporting the pond's ecological health.



Figure 6: Photos of the pond restoration project at Coveney. Credit N Laredo

The progress included volunteer-led vegetation management in October 2024, the installation of a wheelchair-accessible path in January 2025 and the planting of native plants in February 2025. Mechanical dredging in February 2025 successfully removed excess reeds and silt while ensuring the safety of local wildlife.

However, this project was not without its issues as work stalled due to the need for a newt evaluation for the pond as there was thought to be great crested newt populations which are protected under European law. Qualified ecologists ensured all work was done with newt management plans in place.

By March 2025, the disturbed pond bank was reseeded, perennials were planted on the slope, and a wheelchair-accessible picnic bench was installed. This initiative has not only improved the physical landscape but also fostered community spirit, encouraging pride and stewardship among residents. The project has become a lasting source of joy and pride for the village.

Legacy

The legacy of the Pride of Place grant scheme lies in its lasting environmental and social impact across East Cambridgeshire. By funding projects that were not only designed to enhance natural spaces but also to be sustained by the communities themselves, the scheme fostered a culture of long-term guardianship and environmental responsibility. The physical improvements—such as new habitats, increased biodiversity, and accessible green infrastructure—will continue to benefit both wildlife and residents for years to come.

Just as importantly, the relationships, skills and sense of ownership built through these projects have empowered local groups to continue caring for their environment beyond the scope of the grant. In doing so, the scheme has left behind more than just improved landscapes; it has helped to create resilient, engaged communities with the knowledge and motivation to protect and enhance their surroundings well into the future.

Further Information

For further information on the Pride of Place scheme, and wider nature recovery activities of East Cambridgeshire District Council, please visit our website www.eastcambs.gov.uk or email climatechange@eastcambs.gov.uk.

Title: Finance Report

Committee: Finance and Assets Committee

Date: 26 June 2025

Author: Director, Finance

Report No: AA20

Contact Officer: Ian Smith Director, Finance

Tel: (01353) 616470 E-mail: ian.smith@eastcambs.gov.uk Room 104. The Grange, Ely

1.0 Issue

- 1.1 This report provides Members with budget information for services under the Finance & Assets Committee and then, as part of its corporate remit, for the Council as a whole.

2.0 Recommendation(s)

2.1 Members are requested to note:

- this Committee has a yearend underspend of £1,604,245 when compared to its approved revenue budget of £7,016,768.
- the Council has a yearend underspend of £2,621,278 when compared to its approved budget of £18,840,342.
- that the overall position for the Council on Capital is an outturn of £3,653,638, which is an underspend of £4,098,479.

3.0 Budget Monitoring

- 3.1 Under Financial Regulations, each policy committee is required to consider projections of financial performance against both its revenue and capital budget on a quarterly basis, with this Committee further considering the overall Council position.
- 3.2 This is the final report for the 2024/25 financial year and details actual expenditure incurred and income received as at 31st March 2025.

Revenue

- 3.3 Appendix 1 details the overall revenue position for both this Committee and the Council overall. In Appendix 1, the budgets under the stewardship of this Committee are shown in detail, with then, the position for the Operational Services Committee and the funding lines shown in summary.
- 3.4 The detailed revenue position for the Operational Services Committee is shown in Appendix 2. The net position was that the Committee overspent by £195,163. There are two major overspends; £353,578 in Planning and £75,671 in Building

Control where in both cases, income levels are significantly lower than budgeted. More detailed information of variances within the services that fall under Operational Services Committee are detailed in the yearend finance report presented to that Committee on the 23rd June 2025.

- 3.5 The total yearend underspend for Finance and Assets Committee is £1,604,245. There are variances in a number of service areas which total to this figure, explanations for the larger variances are detailed in the table below:

Service	Variance £	Explanation
Civic Relations	(£12,888)	No civic event took place in year and there was also a saving on staff costs.
Corporate Management	(£61,056)	The £100,000 inflation contingency budget was not spent, but there was an increase in the External Audit Fee due to the additional work required under revised standards.
Council Tax Collections Costs	(£35,067)	ARP underspent at yearend and was therefore able to refund the partner councils some of the management fee paid earlier in the year.
Economic Development	(£98,502)	Occupancy rates at E-Space North were in advance of the level projected in the budget. There were further savings on utilities following the installation of solar panels at E-Space North, and savings in staff costs within the Economic Development Team as a result of vacancies during the year.
Finance	(£18,589)	Savings in salary costs due to the team having three vacancies at various times during the year – all posts have now been filled.
General Gang	(£56,178)	This results from salary savings during the year. The current staffing requirement is being reviewed.
Housing Benefits	£20,123	When the 2024/25 budget was prepared, we only had the August 2023 Housing Benefit Subsidy return to calculate the budget. The variance reflects the final position for the year.
Housing Strategic	(£121,690)	There were savings in salaries and the consultants' budget – some were filled by SLA agreements – other remain unfilled throughout the year.
Human Resources (Including Training)	(£44,659)	The underspend has been caused by training courses needing to be booked in advance, resulting in a high proportion of pre-payments being rolled into the next financial year. Also, some internal training was delayed until 2025/26.

Interest & Financial Transactions	(£865,416)	Interest received on investments was significantly in advance of the budget. Interest rates reduced more slowly than prudently anticipated when the budget was built, and also the underspend on both revenue and capital resulted in higher cash balances than forecast.
Information Technology	£87,554	The overspend is the result of work being completed in line with the new hardware and infrastructure renewal plan, this to ensure that all hardware remains in support.
Land Charges Admin	(£13,302)	Saving on the salary budget and increase in the Search Fee income.
Legal Services	(£40,867)	This is the result of savings on salaries as a consequence of vacancies within the Legal team during the year.
Local Plans	(£239,120)	The full budget set for the Local Plan was not needed following the decision of Council in February 2025 to not go ahead with the Plan.
Management Team	£19,336	This was the result of a reduced recharge of salary costs to the trading companies.
Member & Committee Support	(£77,908)	Due to staff changes during the year in Democratic Services, the salary budget has been underspent.
Office Accommodation	(£59,464)	This is the result of savings on salaries due to two early retirements in the team. The staff requirement is being reviewed before replacements recruited.
Parking of Vehicles	(£47,049)	There are savings in staff costs due to vacancies within the team. General rates invoices were also lower than budgeted.
Parks & Gardens Team	(£52,539)	Sanctuary income was in advance of budget due to the amount of ad-hoc work carried out for them in addition to the basic contract.
Public Conveniences	£59,479	Holiday and sickness absences were covered by external contractors at Ely, Littleport and Soham, which has resulted in additional costs. There has also been increases in electricity and water charges.
Reprographics	£25,984	A new printer was purchased in year.

Sport & Recreation	£19,895	Following an internal restructure in Autumn 2024, additional staff have been charged to Sports and Recreation resulting in this overspend, there is a contra underspend on the environment lines.
Internal Drainage Boards	(£56,543)	We have received Government grant (provided to a small number of councils most impacted by the increase in IDB levies). This was only announced in May 2024 and was not included in the budget.

Capital

- 3.7 The Council's revised capital budget stands at £7,752,117; including £1,105,576 of slippage brought forward from 2023/24 and additions during the year of £71,576.
- 3.8 The outturn position is £3,653.638, an underspend of £4,098,479. The net underspend relates to a number of schemes. The main underspends being; Waste wheeled bins (£1,000,000) where the new bins (linked to moving general waste from sacks to wheeled bins) will now be purchased in 2025/26 at the same point as the other Waste Service Review purchases; the Bereavement Centre where the revised timeline meant that no work on the ground took place in 2024/25 and so costs were lower than in the budget.
- 3.9 The loan to ECTC, where the companies cashflow required less borrowing in year than originally expected; with only £1.675 million in funds being drawn down and the loan to EC CLT where some buyers have put in more equity than expected in the original business case, resulting in the CLT needing to drawdown less of its loan facility from the Council. The solar panels at the Hive budget were installed in early 2025/26, and so this budget will be rolled forward to meet those costs in the new financial year. There was also an underspend, compared to that budget, in relation to the improvements being made at the depot.
- 3.10 The overspend relates to new vehicles for the parks and gardens team (part of ECTC), which will be funded from Section 106 contributions. These will be hired to the Trading Company at a cost to cover the Council's notional capital costs (depreciation and borrowing).

4.0 Conclusions

- 4.1 The net revenue expenditure for the Council is a £2,621,278 underspend compared to the approved budget. This has been moved to the Surplus Savings Reserve.

5.0 Additional Implications Assessment

- 5.1 In the table below, please put Yes or No in each box:

Financial Implications Yes	Legal Implications No	Human Resources (HR) Implications No
Equality Impact Assessment (EIA) No	Carbon Impact Assessment (CIA) No	Data Protection Impact Assessment (DPIA) No

5.2 Financial Implications

The underspend reported in this report has been added to the Council's Surplus Savings Reserve and will become available to balance the budget in future years.

6.0 Appendices

Appendix 1 – Summary Outturn Report – 31st March 2025

Appendix 2 – Operational Services Outturn Report – 31st March 2025

Appendix 3 – Capital Outturn Report – 31st March 2025

Appendix 4 – Reserve Balances – 31st March 2025

7.0 Background Documents:

Council Budget approved by Full Council on the 20th February 2024

FINANCE & ASSETS COMMITTEE OUTTURN REPORT - 31st March 2025

Revenue	Total Budget 2024-25	Report Actual to 31 Mar 2025	Variance	Variance between Total Budget & Projected Outturn
	£	£	£	£
Asset Management	203,442	203,442	0	
Award Ditches	10,521	13,241	2,720	
Civic Relations	24,592	11,704	(12,888)	
Climate Change	100,000	100,000	0	
Closed Churchyards	34,658	37,799	3,141	
Community Transport	15,000	15,000	0	
Corp.Man.Policy Research/Review	332,935	271,879	(61,056)	
Council Tax Collection costs	575,211	540,144	(35,067)	
Crematorium	0	5,657	5,657	
Data Management	125,638	127,515	1,877	
Depot	(74,241)	(79,514)	(5,273)	
Economic Development	113,586	15,084	(98,502)	(60,000)
Finance	316,402	297,813	(18,589)	
General Gang	104,993	48,815	(56,178)	(28,000)
Health & Safety (Work)	27,390	32,833	5,443	
Housing Benefits	466,496	486,619	20,123	(20,000)
Housing Strategic	197,532	75,842	(121,690)	(60,000)
Human Resources(including Training)	278,805	234,146	(44,659)	
Interest & Financial Transactions	(1,157,289)	(2,022,705)	(865,416)	(450,000)
Internal Audit	82,797	83,704	907	
Information Technology	1,031,982	1,119,536	87,554	
Land Charges Admin	(14,506)	(27,708)	(13,202)	(11,000)
Legal Services	170,843	129,976	(40,867)	(35,000)
Local Elections	25,000	22,945	(2,055)	
Local Plans	299,250	60,130	(239,120)	(150,000)
Management Team	703,800	723,136	19,336	
Ely Markets	0	0	0	
Member & Committee Support	704,665	626,757	(77,908)	(60,000)
Misc Finance	607,896	610,198	2,302	14,000
Miscellaneous Properties	(52,189)	(57,221)	(5,032)	
NNDR Collection Costs	53,057	49,055	(4,002)	
Office Accommodation	584,838	525,374	(59,464)	(35,000)
Out Of Hours call out Service	14,560	8,883	(5,677)	
Parking Of Vehicles	36,117	(10,932)	(47,049)	(20,000)
Parks And Gardens Team	462,071	409,532	(52,539)	
Payroll	97,621	107,272	9,651	
Public Conveniences	197,865	257,344	59,479	34,000
Registration of Electors	51,794	49,713	(2,081)	
Reprographics	183,677	209,661	25,984	
Sport & Recreation Admin	79,959	99,854	19,895	
Finance & Assets Committee Total	7,016,768	5,412,523	(1,604,245)	(881,000)
Operational Services Committee	7,134,292	7,329,455	195,163	335,000
Other Spend				
Parish Precepts	3,271,303	3,271,273	(30)	(30)
Internal Drainage Boards	729,762	673,219	(56,543)	(56,000)
Movement in Corporate Reserves	688,217	711,217	23,000	
Revenue Budget Total	18,840,342	17,397,687	(1,442,655)	(602,030)
Funding				
Council Tax	(8,111,593)	(8,111,591)	2	0
Revenue Support Grant	(108,851)	(108,851)	0	0
Business Rates	(7,490,290)	(8,668,915)	(1,178,625)	
Other Government Grants (NHB / RSG etc.)	(1,562,221)	(1,562,221)	0	0
Budgeted draw from Surplus Savings Reserve	(1,567,387)	(1,567,387)	0	0
	(18,840,342)	(20,018,965)	(1,178,623)	0
Revenue Total	0	(2,621,278)	(2,621,278)	(602,030)

			Agenda Item 7	Appendix 2
OPERATIONAL SERVICES COMMITTEE OUTTURN REPORT - 31st March 2025				
Revenue	Total Budget 2024-25	Actual to 31st March 2025	Variance	Variance between Total Budget & Projected Outturn
	£	£	£	£
Building Regulations	43,806	119,477	75,671	80,000
CIL	-.-	-.-	-.-	
Community Projects & Grants	200,040	183,972	(16,068)	
Community Safety	66,776	64,757	(2,019)	
Cons.Area & Listed Buildings	74,073	75,694	1,621	
Customer Services	703,762	659,238	(44,524)	
Dog Warden Scheme	46,469	50,404	3,935	
Emergency Planning	30,661	28,982	(1,679)	
Environmental	162,973	170,471	7,498	
Environmental Health	563,292	511,547	(51,745)	
Homelessness	237,091	241,710	4,619	
Leisure Centre	(447,030)	(485,839)	(38,809)	
Licencing-Env Services	34,487	(36,966)	(71,453)	(45,000)
Marketing & Grants	43,469	48,929	5,460	
Parish Forums	1,530	1,134	(396)	
Nuisances	114,748	114,743	(5)	
Pest Control	11,959	8,492	(3,467)	
Planning	373,328	726,906	353,578	300,000
Public Relations	124,199	117,015	(7,184)	
Recycling	1,929,496	1,907,451	(22,045)	
Refuse Collection	1,756,517	1,765,737	9,220	
Street Cleansing	1,016,706	1,016,871	165	
Street Naming & Numbering	23,663	23,008	(655)	
Travellers Sites	22,277	15,722	(6,555)	
Revenue Total	7,134,292	7,329,455	195,163	335,000

CAPITAL OUTTURN 2024/25

Capital	Published Budget 2024-25 £	Slippage from 2023-24 £	Additions £	Revised Budget 2024-25 £	Outturn £	Variance between Revised Budget & Outturn £
OPERATIONAL SERVICES						
Conservation Area Schemes - 2nd round		27,506		27,506	0	(27,506)
Refuse & Cleansing Vehicles	862,666	(35,136)		827,530	203,910	(623,620)
Waste - Wheelied Bins	1,040,000			1,040,000	39,371	(1,000,629)
Mandatory Disabled Facilities Grants	697,299	388,864	71,576	1,157,739	637,234	(520,505)
Empty Properties, Discretionary DFGs, Minor Works, Home Repair Asst.	75,000			75,000	44,837	(30,163)
Vehicle Etc. Replacements	100,000			100,000	445,044	345,044
Bereavement Centre	1,500,000			1,500,000	498,658	(1,001,342)
Leisure Centre				0	0	0
Operational Services Total	4,274,965	381,234	71,576	4,727,775	1,869,054	(2,858,721)
FINANCE & ASSETS						
Solar Panels on Council Buildings		100,100		100,100	0	(100,100)
Depot		347,892		347,892	67,059	(280,833)
Loan to EC CLT		76,350		76,350	42,525	(33,825)
New Loan Agreement with ECTC	2,300,000	200,000		2,500,000	1,675,000	(825,000)
Finance & Assets Total	2,300,000	724,342	0	3,024,342	1,784,584	(1,239,758)
Total	6,574,965	1,105,576	71,576	7,752,117	3,653,638	(4,098,479)

SOURCES OF FINANCING	Published Budget 2024-25 £	Slippage from 2023-24 £	Additions £	Revised Budget 2024-25 £	Outturn £	Variances £
Operational Services						
Grants / Contributions (DFG)	602,678	388,864	166,197	1,157,739	637,234	(520,505)
Capital Receipts	209,621	27,506	(94,621)	142,506	74,208	(68,298)
Borrowing	1,862,666	(35,136)		1,827,530	(796,090)	(2,623,620)
Section 106 / CIL	1,600,000	0		1,600,000	1,953,702	353,702
Operational Services Total	4,274,965	381,234	71,576	4,727,775	1,869,054	(2,858,721)
Finance & Assets						
Revenue Contributions	0	0		0	0	
Capital Receipts	0	100,100		100,100	0	(100,100)
Section 106 / CIL	0	0		0	0	
Borrowing	2,300,000	624,242		2,924,242	1,784,584	(1,139,658)
Finance & Assets Total	2,300,000	724,342	0	3,024,342	1,784,584	(1,239,758)
Capital Funding Total	6,574,965	1,105,576	71,576	7,752,117	3,653,638	(4,098,479)

Capital Resources Forecast	Published Budget 2024-25 £	Slippage from 2023-24 £	Approved Additions £	Revised Budget 2024-25 £	Outturn £	Variances £
Balance Brought Forward	987,672	798,029		1,785,701	1,785,701	
Add receipts from Sales of Assets	50,000			50,000	47,155	(2,845)
Less Capital Receipts Applied	(209,621)	(127,606)	103,572	(242,606)	(74,208)	168,398
Capital Reserves Carried Forward	828,051	670,423	103,572	1,593,095	1,758,648	165,553

Borrowing	Published Budget 2024-25 £	Slippage from 2023-24 £	Approved Additions £	Revised Budget 2024-25 £	Outturn £	Variances £
Balance Brought Forward	10,832,603	(180,424)		10,652,179	10,652,179	
Less MRP Applied	(586,037)			(586,037)	(593,488)	(7,451)
Repayment from ECTC	(500,000)			(500,000)	(850,000)	(350,000)
Add additional Borrowing Applied	4,162,666	589,106		4,751,772	988,494	(3,763,278)
Borrowing Carried Forward	13,909,232	408,682	0	14,317,914	10,197,185	(4,120,729)

Reserve Accounts

Description	2024/25			
	Opening Balance 1 April	Transfers to Reserve	Contributions from Reserve	Forecast Balance 31 March
	£	£	£	£
District Elections	25,397	25,000		50,397
Housing Conditions Survey	30,000	5,000		35,000
Change Management	57,301		(57,301)	0
Major Project Development	100,000			100,000
Surplus Savings Reserve	9,175,353	2,621,278	(1,567,387)	10,229,244
Vehicle Replacements	74,240			74,240
Sports Facilities Funding Reserve	58,000			58,000
IT	160,000			160,000
CIL Admin	206,621			206,621
Asset Management	0	96,441		96,441
Community Fund Reserves	26,384		(8,177)	18,207
Housing	69,926			69,926
Historical Homelessness Grant	472,823	269,608		742,431
Affordable Housing	131,165		(33,639)	97,526
General Fund Balance	1,237,551	148,301		1,385,852
Commercial Invest to Save	20,000			20,000
CLT Grant Applications	20,000			20,000
Travellers' Sites	0			0
Enterprise Zone NNDR	955,929	298,609	(19,997)	1,234,540
Growth and Infrastructure Fund	2,536,974		(14,958)	2,522,015
Exceptional Hardship Fund	8,803		(1,864)	6,939
Community Transport	0	125,281		125,281
Climate Change	78,488	9,741		88,229
Other				
CIL	12,452,704	494,667		12,947,370
Section 106 Agreements	3,716,182	2,875,566	(1,869,709)	4,722,039
Internal Borrowing	(10,652,179)	(988,494)	1,443,488	(10,197,185)
Total Reserves	20,961,661	5,980,997	(2,129,545)	24,813,113
Total Reserves	15,444,954	3,599,258	(1,703,324)	17,340,889
General Fund	1,237,551	148,301	0	1,385,852
Earmarked Reserves	14,207,403	3,450,957	(1,703,324)	15,955,037

TITLE: 2024/25 TREASURY OPERATIONS ANNUAL PERFORMANCE REVIEW

Committee: Finance and Assets Committee

Date: 26 June 2025

Author: Director, Finance

Report No: AA21

Contact Officer: Ian Smith, Director, Finance
ian.smith@eastcambs.gov.uk; 01353 616470; Room 104, The Grange, Ely

1.0 Issue

- 1.1 To report on the Council's treasury operations during the 2024/25 financial year.
- 1.2 This report reviews the Treasury Management activity during the financial year 2024/25 and reports on the prudential indicators as required by CIPFA's Treasury Management Code of Practice.

2.0 Recommendation

- 2.1. Members are asked to recommend to Full Council that they approve this report detailing the Council's treasury operations during 2024/25, including the prudential and treasury indicators, as set out in the Annual Treasury Management Review (Appendix 1).

3.0 Background / Options

- 3.1 This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators each year; this is the report for 2024/25. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).
- 3.2 During 2024/25 the minimum reporting requirements were that
 - (1) Full Council receive the following reports:
 - an annual treasury strategy in advance of the year (approved by Full Council on the 20th February 2024);
 - a mid-year treasury update report, (this was reviewed by Finance and Assets Committee on 28th November 2024 and approved by Full Council on the 25th February 2025);
 - an annual review following the end of the year, describing the activity compared to the strategy (this report).

(2) A further Member Committee receive

- reports at the end of quarters one and three (these were incorporated into the Finance Reports presented to Finance and Assets Committee on the 26th September 2024 and 30th January 2025).

4.0 Results

- 4.1 Cash investments totalled £32.288 million as at 31st March 2025, an increase of £0.709 million on the previous year. The Council's cash investments were all for periods of less than one year.
- 4.2 The increase in cash is mainly as a consequence of the Council's overall underspend in 2024/25 which has resulted in increased levels of earmarked reserves (particularly the Surplus Savings Reserve).
- 4.3 The Council's loan to ECTC increased from £5.0 million at 31st March 2024 to £5.825 million at 31st March 2025.
- 4.4 Interest received during the financial year was £2,190,932, which was £889,597 above the budget of £1,301,335. This figure was made up of £1,931,082 from investment in money markets and short, fixed term investments and £259,850 from the loan to ECTC.
- 4.5 There are two main reasons for this over achievement in interest receipts:
- While interest rates reduced during the year, they reduced at a slower rate than the prudent estimate built into the budget, which has resulted in greater interest receipts and
 - As a result of underspends on both the revenue and capital budget, cash holdings have been higher than assumed in the budget.
- 4.6 The average rate of return on cash investments held during the year (this excludes the loan to ECTC) was 5.288%.

5.0 Conclusions

- 5.1 The size of the Council's investment portfolio has historically been relatively small, meaning that investment decisions have had to be made primarily to accommodate cashflow requirements as opposed to optimising investment returns. While the value of the portfolio is now higher than in previous years, these disciplines have been retained, although opportunities for some pro-active investment decisions were taken during the year, with funds being moved to longer-term investments (three and six month) and away from overnight accounts.
- 5.2 During the financial year the Council operated within its approved treasury limits and prudential indicators.

6.0 Additional Implications Assessment

- 6.1 In the table below, please put Yes or No in each box:

Financial Implications Yes	Legal Implications No	Human Resources (HR) Implications No
Equality Impact Assessment (EIA) No	Carbon Impact Assessment (CIA) No	Data Protection Impact Assessment (DPIA) No

6.2 **Financial Implications**

The additional income gained from interest receipts has contributed to the Council's net underspend in 2024/25, as detailed in the Yearend Finance Report also on this meeting's agenda.

7.0 **Appendices**

Annual Treasury Management Review 2024/25

8.0 **Background Documents:**

Treasury Management Strategy as approved by Full Council on the 20th February 2024.

Quarterly and half-year update reports as detailed in 3.2 above.

Annual Treasury Management Review 2024/25

East Cambridgeshire District Council



East Cambridgeshire
District Council

Contents

Annual Treasury Management Review 2024/25 4

Purpose..... 4

Executive Summary..... 5

Introduction and Background..... 6

1. The Council’s Capital Expenditure and Financing..... 6

2. The Council’s Overall Borrowing Need..... 7

3. Treasury Position as of 31st March 2025..... 9

4. The Strategy for 2024/25 10

5. Investment Outturn 12

6. The Economy and Interest Rates 13

ABBREVIATIONS USED IN THIS REPORT

CE: Capital Economics - is the economics consultancy that provides MUFG Corporate Markets Treasury Limited, with independent economic forecasts, briefings and research.

CFR: capital financing requirement - the Council's annual underlying borrowing need to finance capital expenditure and a measure of the Council's total outstanding indebtedness.

CIPFA: Chartered Institute of Public Finance and Accountancy – the professional accounting body that oversees and sets standards in local Council finance and treasury management.

CPI: consumer price index – the official measure of inflation adopted as a common standard by the UK and countries in the EU. It is a measure that examines the weighted average of prices of a basket of consumer goods and services, such as transportation, food and medical care. It is calculated by taking price changes for each item in the predetermined basket of goods and averaging them.

MHCLG: the Ministry for Housing, Communities and Local Government - the Government department that directs local authorities in England.

ECB: European Central Bank - the central bank for the Eurozone

EU: European Union

EZ: Eurozone - those countries in the EU which use the euro as their currency

Fed: the Federal Reserve System, often referred to simply as "the Fed," is the central bank of the United States. It was created by the Congress to provide the nation with a stable monetary and financial system.

FOMC: the Federal Open Market Committee – this is the branch of the Federal Reserve Board which determines monetary policy in the USA by setting interest rates and determining quantitative easing/tightening policy. It is composed of 12 members - the seven members of the Board of Governors and five of the 12 Reserve Bank presidents.

GDP: gross domestic product – a measure of the growth and total size of the economy.

G7: the group of seven countries that form an informal bloc of industrialised democracies - the United States, Canada, France, Germany, Italy, Japan, and the United Kingdom - that meets annually to discuss issues such as global economic governance, international security, and energy policy.

Gilts: gilts are bonds issued by the UK Government to borrow money on the financial markets. Interest paid by the Government on gilts is called a coupon and is at a rate that is fixed for the duration until maturity of the gilt, (unless a gilt is index linked to inflation); while the coupon rate is fixed, the yields will change inversely to the price of gilts i.e., a rise in the price of a gilt will mean that its yield will fall.

IMF: International Monetary Fund - the lender of last resort for national governments which get into financial difficulties.

MPC: the Monetary Policy Committee is a committee of the Bank of England, which meets for one and a half days, eight times a year, to determine monetary policy by setting the official interest rate in the United

Kingdom, (the Bank of England Base Rate, commonly called Bank Rate), and by making decisions on quantitative easing/tightening.

MRP: minimum revenue provision - a statutory annual minimum revenue charge to reduce the total outstanding CFR, (the total indebtedness of a local Council).

PFI: Private Finance Initiative – capital expenditure financed by the private sector i.e., not by direct borrowing by a local Council.

PWLB: Public Works Loan Board – this is the part of H.M. Treasury which provides loans to local authorities to finance capital expenditure.

QE/QT: quantitative easing – is an unconventional form of monetary policy where a central bank creates new money electronically to buy financial assets, such as government bonds, (but may also include corporate bonds). This process aims to stimulate economic growth through increased private sector spending in the economy and also aims to return inflation to target. These purchases increase the supply of liquidity to the economy; this policy is employed when lowering interest rates has failed to stimulate economic growth to an acceptable level and to lift inflation to target. Once QE has achieved its objectives of stimulating growth and inflation, QE will be reversed by selling the bonds the central bank had previously purchased, or by not replacing debt that it held which matures. This is called quantitative tightening. The aim of this reversal is to ensure that inflation does not exceed its target once the economy recovers from a sustained period of depressed growth and inflation. Economic growth, and increases in inflation, may threaten to gather too much momentum if action is not taken to 'cool' the economy.

RPI: the Retail Price Index is a measure of inflation that measures the change in the cost of a representative sample of retail goods and services. It was the UK standard for measurement of inflation until the UK changed to using the EU standard measure of inflation – Consumer Price Index. The main differences between RPI and CPI is in the way that housing costs are treated and that the former is an arithmetical mean whereas the latter is a geometric mean. RPI is often higher than CPI for these reasons.

SONIA: the Sterling Overnight Index Average. Generally, a set of indices for those benchmarking their investments. The benchmarking options include using a forward-looking (term) set of reference rates and/or a backward-looking set of reference rates that reflect the investment yield curve at the time an investment decision was taken.

TMSS: the annual treasury management strategy statement reports that all local authorities are required to submit for approval by the Full Council before the start of each financial year.

VRP: a voluntary revenue provision to repay debt, in the annual budget, which is additional to the annual MRP charge, (see above definition).

Annual Treasury Management Review 2024/25

Purpose

This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2024/25. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management, (the Code), and the CIPFA Prudential Code for Capital Finance in Local Authorities, (the Prudential Code).

During 2024/25 the minimum reporting requirements were that the Full Council should receive the following reports:

- an annual treasury strategy in advance of the year (this was presented to Full Council on the 20th February 2024)
- a mid-year, treasury update report (this went to Full Council on the 25th February 2025)
- an annual review following the end of the year describing the activity compared to the strategy (this report).

In addition, the Finance and Assets Committee has also received quarterly treasury management update reports on the 26th September 2024 and 30th January 2025.

The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is, therefore, important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by members.

This Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Finance and Assets Committee before they were reported to the Full Council.

Member training on treasury management issues was last undertaken on 5th October 2023 as part of the training for all members following the District Council elections earlier in that year.

Executive Summary

During 2024/25, the Council complied with its legislative and regulatory requirements. The key actual prudential and treasury indicators detailing the impact of capital expenditure activities during the year, with comparators, are as follows:

Prudential and Treasury Indicators	31.3.24 Actual £000	2024/25 Original £000	31.3.25 Actual £000
Capital expenditure	3,200	6,575	3,654
Capital Financing Requirement:	1,845	4,163	988
Gross borrowing	10,652	13,909	10,197
External debt	0	0	0
Investments (all under 1 year)	31,579	-	32,288
Net borrowing	31,579	-	32,288

Other prudential and treasury indicators are to be found in the main body of this report. The Director, Finance confirms that no external borrowing was undertaken and the statutory borrowing limit, (the authorised limit), was not therefore breached.

Introduction and Background

This report summarises the following:-

- Capital activity during the year;
- Impact of this activity on the Council's underlying indebtedness, (the Capital Financing Requirement);
- The actual prudential and treasury indicators;
- Overall treasury position identifying how the Council has borrowed in relation to this indebtedness, and the impact on investment balances;
- Summary of interest rate movements in the year;
- Detailed investment activity.

1. The Council's Capital Expenditure and Financing

The Council undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need; or
- If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was financed.

£000 General Fund	31.3.24 Actual	2024/25 Budget	31.3.25 Actual
Capital expenditure	3,200	6,575	3,654
Financed in year	1,355	2,412	2,666
Unfinanced capital expenditure	1,845	4,163	988

Capital expenditure in year was lower than forecast in the budget due to a number of reasons, the main ones being:

The funding for black bins to replace sacks will now be spent in 2025/26 so the new bins are available for the introduction of the revised service model in Spring 2026.

Work on the Bereavement Centre did not progress at the timescale forecast when the budget was set.

ECTC's cashflow resulted in it needing to drawdown less of its loan facility than forecast in the budget.

2. The Council's Overall Borrowing Need

The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council's indebtedness. The CFR results from the capital activity of the Council and resources used to pay for the capital spend. It represents the 2024/25 unfinanced capital expenditure (see above table), and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the Council's cash position to ensure that sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies, (such as the Government, through the Public Works Loan Board [PWLB], or the money markets), or utilising temporary cash resources within the Council.

Reducing the CFR – the Council's underlying borrowing need (CFR) is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The Council is required to make an annual revenue charge, called the Minimum Revenue Provision – MRP, to reduce the CFR. This is effectively a repayment of the non-Housing Revenue Account (HRA) borrowing need, (there is no statutory requirement to reduce the HRA CFR). This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.

The total CFR can also be reduced by:

- the application of additional capital financing resources, (such as unapplied capital receipts); or
- charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP).

The Council's 2024/25 MRP Policy, (as required by MHCLG Guidance), was approved as part of the Treasury Management Strategy Report for 2024/25 on 20th February 2024.

The Council's CFR for the year is shown below, and represents a key prudential indicator.

CFR (£000): General Fund	31.3.24 Actual	2024/25 Budget	31.3.25 Actual
Opening balance	10,127	10,832	10,652
Add unfinanced capital expenditure (as above)	1,845	4,163	988
Less MRP	(319)	(586)	(593)
Less ECTC Loan Repayments	(1,000)	(500)	(850)
Closing balance	10,652	13,909	10,197

Borrowing activity is constrained by prudential indicators for gross borrowing and the CFR, and by the authorised limit.

Gross borrowing and the CFR - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2023/24) plus the estimates of any additional capital financing requirement for the current (2024/25) and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure. This indicator allowed the Council some flexibility to borrow in advance of its immediate capital needs. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this prudential indicator.

£000	31.3.24 Actual	2024/25 Budget	31.3.25 Actual
Gross external borrowing position	0	0	0
Capital Financing Requirement	10,652	13,909	10,197
Under Funding of CFR	10,652	13,909	10,197

The authorised limit - the authorised limit is the “affordable borrowing limit” required by s3 of the Local Government Act 2003. Once this has been set, the Council does not have the power to borrow above this level. The table below demonstrates that during 2024/25 the Council has maintained gross borrowing within its authorised limit.

The operational boundary – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary are acceptable subject to the authorised limit not being breached.

Actual financing costs as a proportion of net revenue stream - this indicator identifies the trend in the cost of capital, (borrowing and other long term obligation costs net of investment income), against the net revenue stream.

£000	2024/25
Authorised limit	10,000
Maximum gross borrowing position during the year	0
Operational boundary	0
Average gross borrowing position	0
Financing costs as a proportion of net revenue stream	N/A

3. Treasury Position as of 31st March 2025

The Council's treasury management debt and investment position is organised by the treasury management service to ensure adequate liquidity for revenue and capital activities, security for investments and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives are well established both through member reporting detailed in the summary, and through officer activity detailed in the Council's Treasury Management Practices.

At the end of 2024/25 the Council's treasury position, was as follows:-

The Council had no external debt.

The Council's Investment portfolio was as per the table below

All Money Market investments and the amount held in the Council's main bank account with the NatWest are in cash and as such, can be recalled immediately.

The amounts held in call accounts have different call back dates, with the last date being 16th August 2024.

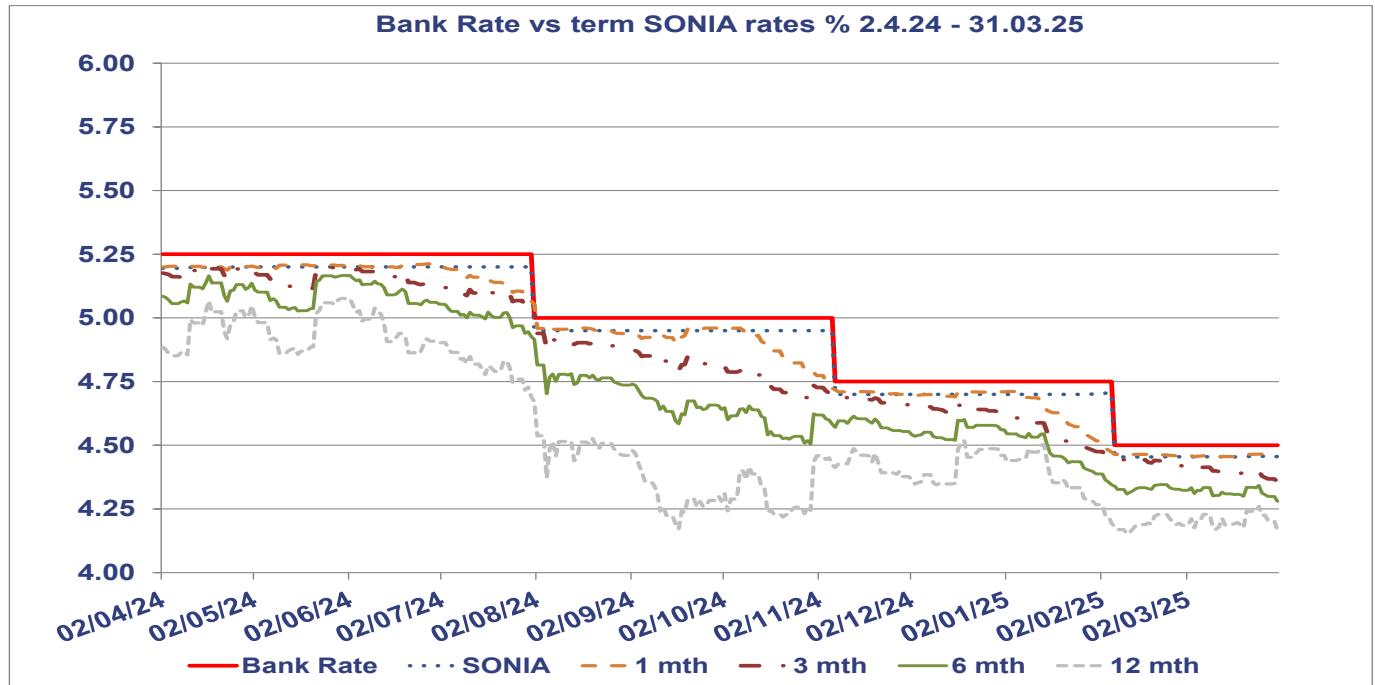
The loan facility to East Cambridgeshire trading Company runs until March 2027. However, the nature of the loan facility allows the Company to borrow and repay funding as their cashflow allows within the maximum facility of £7,500,000.

INVESTMENT PORTFOLIO	31.3.24 Actual £000	31.3.24 Actual %	31.3.25 Actual £000	31.3.25 Actual %
Treasury investments				
Banks – main bank account	579	1.8%	187	0.6%
Banks – call accounts	22,000	69.7%	22,101	68.4%
Money Market Funds	9,000	28.5%	10,000	31.0%
TOTAL TREASURY INVESTMENTS	31,579	100%	32,288	100%
Non-Treasury investments				
Third party loans - ECTC	5,000	95.5%	5,825	95.5%
Third party loans – EC CLT	235	4.5%	277	4.5%
TOTAL NON-TREASURY INVESTMENTS	5,235	100%	6,102	100%
Treasury investments	31,579	85.8%	32,288	84.1%
Non-Treasury Investments	5,235	14.2%	6,102	15.9%
TOTAL OF ALL INVESTMENTS	36,814	100.0%	38,390	100.0%

4. The Strategy for 2024/25

4.1 Investment strategy and control of interest rate risk

Investment Benchmarking Data – Sterling Overnight Index Averages (Term) 2024/25



FINANCIAL YEAR TO QUARTER ENDED 31/03/2025						
	Bank Rate	SONIA	1 mth	3 mth	6 mth	12 mth
High	5.25	5.20	5.21	5.20	5.17	5.08
High Date	02/04/2024	03/05/2024	27/06/2024	17/04/2024	31/05/2024	30/05/2024
Low	4.50	4.45	4.45	4.36	4.28	4.15
Low Date	06/02/2025	12/02/2025	04/03/2025	31/03/2025	31/03/2025	10/02/2025
Average	4.95	4.90	4.88	4.82	4.72	4.54
Spread	0.75	0.75	0.76	0.85	0.89	0.93

Investment returns remained robust throughout 2024/25 with Bank Rate reducing steadily through the course of the financial year (three 0.25% rate cuts in total), and even at the end of March the yield curve was still relatively flat, which might be considered unusual as further Bank Rate cuts were expected in 2025/26.

Bank Rate reductions of 0.25% occurred in August, November and February, bringing the headline rate down from 5.25% to 4.5%. Each of the Bank Rate cuts occurred in the same month as the Bank of England publishes its Quarterly Monetary Policy Report, therein providing a clarity over the timing of potential future rate cuts.

As of early April 2025, market sentiment has been heavily influenced of late by President Trump's wide-ranging trade tariffs policy. Commentators anticipate a growing risk of a US recession, whilst UK GDP is projected by the Office for Budget Responsibility to remain tepid, perhaps achieving 1% GDP growth in 2025/26.

Looking back to 2024/25, investors were able to achieve returns in excess of 5% for all periods ranging from 1 month to 12 months in the spring of 2024 but by March 2025 deposit rates were some 0.75% - 1% lower. Where liquidity requirements were not a drain on day-to-day investment choices, extending duration through the use of "laddered investments" paid off.

That is not to say that investment choices were straight-forward. Concerns over rising inflation after the Autumn Statement in October led to reduced expectations for Bank Rate to fall. Indeed, the CPI measure of inflation is expected to reach c3.75% by the autumn of 2025, which could provide for some presentational issues for a Bank whose primary mandate is to ensure inflation is close to 2% on a two-to-three-year timeframe. At the end of March, only two further rate cuts were priced into the market for 2025 (4% at December 2025). A week later and sentiment has changed dramatically in the wake of the equity market sell-off to the extent that markets now expect three Bank Rate reductions between May and December 2025 (Bank Rate to fall to 3.75%).

4.2 Borrowing strategy and control of interest rate risk

During 2024/25, the Council maintained an under-borrowed position. This meant that the capital borrowing need, (the Capital Financing Requirement), was not funded with by external loan debt as cash supporting the Council's reserves, balances and cash flow was used as an interim measure. This strategy was prudent as although near-term investment rates were equal to, and sometimes higher than, long-term borrowing costs, the latter are expected to fall back through 2025 and 2026 in the light of economic growth concerns and the eventual dampening of inflation.

The policy of avoiding new borrowing by running down spare cash balances has served well over the past few years. However, this kept under review to avoid incurring higher borrowing costs in the future when the Council may not be able to avoid new borrowing to finance capital expenditure.

Against this backdrop and the risks within the economic forecast, caution was adopted with the treasury operations. The Director, Finance monitored interest rates in financial markets and adopted a pragmatic strategy.

Interest rate forecasts initially suggested gradual reductions in short, medium and longer-term fixed borrowing rates during 2024/25. Bank Rate did peak at 5.25% as anticipated, but the initial expectation of significant rate reductions did not transpire, primarily because inflation concerns remained elevated. Forecasts were too optimistic from a rate reduction perspective, but more recently the forecasts, updated from November 2024 onwards, look more realistic.

At the start of April 2025, following the introduction of President Trump's trade tariffs policies, the market now expects Bank Rate to fall to 3.75% by the end of December 2025, pulling down the 5- and 10-year parts of the curve too.

This should provide an opportunity for greater certainty to be added to the debt portfolio, although a significant fall in inflation will be required to underpin any material movement lower in the longer part of the curve.

5. Investment Outturn

Investment Policy – the Council’s investment policy is governed by MHCLG investment guidance, which has been implemented in the annual investment strategy approved by the Council on XXXX. This policy sets out the approach for choosing investment counterparties and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data, (such as rating outlooks, credit default swaps, bank share prices etc.).

The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

Resources – the Council’s cash balances comprise revenue and capital resources and cash flow monies. The Council’s core cash resources comprised as follows:

Balance Sheet Resources (£000)	31st March 2024	31st March 2025
Balances		
Earmarked reserves	14,972	17,632
S106 / CIL	16,169	17,669
Capital Receipts	1,786	1,759
Council Tax / Business Rates	4,689	1,425
Provisions	1,066	1,227
Cash (Debtors / Creditors)	3,549	2,773
Internal Borrowing	(10,652)	(10,197)
Total	31,579	32,288

Investments held by the Council

- The Council maintained an average balance of £36.520 million of managed funds.
- The managed funds earned an average rate of return of 5.288%.
- The comparable performance indicator is the average SONIA rate, which was 4.9%.
- Total investment income (including from ECTC) was £2,190,932 compared to a budget of £1,301,335.
- There are two main reasons for this over achievement in interest receipts:
 - While interest rates reduced during the year, they reduced at a slower rate than the prudent estimate built into the budget, which has resulted in greater interest receipts and
 - As a result of underspends on both the revenue and capital budget, cash holdings have been higher than assumed in the budget.

6. The Economy and Interest Rates

UK Economy

UK inflation has proved somewhat stubborn throughout 2024/25. Having started the financial year at 2.3% y/y (April), the CPI measure of inflation briefly dipped to 1.7% y/y in September before picking up pace again in the latter months. The latest data shows CPI rising by 2.8% y/y (February), but there is a strong likelihood that figure will increase to at least 3.5% by the Autumn of 2025.

Against that backdrop, and the continued lack of progress in ending the Russian invasion of Ukraine, as well as the potentially negative implications for global growth as a consequence of the implementation of US tariff policies by US President Trump in April 2025, Bank Rate reductions have been limited. Bank Rate currently stands at 4.5%, despite the Office for Budget Responsibility reducing its 2025 GDP forecast for the UK economy to only 1% (previously 2% in October).

Moreover, borrowing has becoming increasingly expensive in 2024/25. Gilt yields rose significantly in the wake of the Chancellor's Autumn Statement, and the loosening of fiscal policy, and have remained elevated ever since, as dampened growth expectations and the minimal budget contingency (<£10bn) have stoked market fears that increased levels of borrowing will need to be funded during 2025.

The table below provides a snapshot of the conundrum facing central banks: inflation pressures remain, labour markets are still relatively tight by historical comparisons, and central banks are also having to react to a fundamental re-ordering of economic and defence policies by the US administration.

	UK	Eurozone	US
Bank Rate	4.50%	2.5%	4.25%-4.5%
GDP	0.1%q/q Q4 (1.1%y/y)	+0.1%q/q Q4 (0.7%y/y)	2.4% Q4 Annualised
Inflation	2.8%y/y (Feb)	2.3%y/y (Feb)	2.8%y/y (Feb)
Unemployment Rate	4.4% (Jan)	6.2% (Jan)	4.1% (Feb)

The Bank of England sprung no surprises in their March meeting, leaving Bank Rate unchanged at 4.5% by a vote of 8-1, but suggesting further reductions would be gradual. The Bank of England was always going to continue its cut-hold-cut-hold pattern by leaving interest rates at 4.50% but, in the opposite of what happened at the February meeting, the vote was more hawkish than expected. This suggested that as inflation rises later in the year, the Bank cuts rates even slower, but the initial impact of President Trump's tariff policies in April 2025 on the financial markets underpin our view that the Bank will eventually reduce rates to 3.50%.

Having said that, the Bank still thinks inflation will rise from 2.8% in February to 3¼% in Q3. And while in February it said "inflation is expected to fall back thereafter to around the 2% target", this time it just said it would "fall back thereafter". That may be a sign that the Bank is getting a bit more worried about the "persistence in domestic wages and prices, including from second-round effects". Accordingly, although we expect a series of rate cuts over the next year or so, that does not contradict the Bank taking "a gradual and careful" approach to cutting rates, but a tepid economy will probably reduce inflation further ahead and prompt the Bank to cut at regular intervals.

From a fiscal perspective, the increase in businesses' national insurance and national minimum wage costs from April 2025 is likely to prove a headwind, although in the near-term the Government's efforts to provide 300,000 new homes in each year of the current Parliament is likely to ensure building industry employees are well remunerated, as will the clamp-down on immigration and the generally high levels of

sickness amongst the British workforce. Currently wages continue to increase at a rate close to 6% y/y. The MPC would prefer a more sustainable level of c3.5%.

As for equity markets, the FTSE 100 has recently fallen back to 7,700 having hit an all-time intra-day high 8,908 as recently as 3rd March. The £ has also endured a topsy-turvy time, hitting a peak of \$1.34 before dropping to \$1.22 in January and then reaching \$1.27 in early April 2025.

USA Economy

Despite the markets willing the FOMC to repeat the rate cut medicine of 2024 (100 basis points in total), the Fed Chair, Jay Powell, has suggested that the Fed. Funds Rate will remain anchored at 4.25%-4.5% until inflation is under control, and/or the economy looks like it may head into recession as a consequence of President Trump's tariff policies.

Inflation is close to 3% and annualised growth for Q4 2024 was 2.4%. With unemployment just above 4%, and tax cuts in the pipeline, the FOMC is unlikely to be in a hurry to cut rates, at least for now.

EZ Economy

The Eurozone economy has struggled throughout 2024 and is flat lining at present, although there is the promise of substantial expenditure on German defence/infrastructure over the coming years, which would see a fiscal loosening. France has struggled against a difficult political backdrop, but with a large budget deficit it is difficult to see any turn-around in economic hopes in the near-term.

With GDP currently below 1% in the Euro-zone, the ECB is likely to continue to cut rates, although the headline inflation rate is still above 2% (2.3% February 2025). Currently at 2.5%, a further reduction in the Deposit Rate to at least 2% is highly likely.

Title: Assets Update

Committee: Finance & Assets

Date: 26 June 2025

Author: Open Spaces & Facilities Manager

Report number: AA22

Contact officer: Spencer Clark, Open Spaces & Facilities Manager
Spencer.clark@eastcambs.gov.uk, 01354 665555, The Grange, Nutholt Lane, Ely.

1.0 Issue

- 1.1. To receive an update on Council-owned assets.

2.0 Recommendations

- 2.1. Members are requested to:
- i) Note the update on Council-owned assets, and
 - ii) Note the expenditure tracking sheet at Appendix 1.

3.0 Background/Options

- 3.1. On 27 March 2025 (Agenda Item 8) the Finance & Assets Committee received a report detailing Council-owned assets which provided a summary of each asset. This report provides an update on assets contained within that report.
- 3.2. The Asset Management budget expenditure sheet at Appendix 1 identifies areas of planned spend and provides an update on actual spend to date. Members will continue to receive the expenditure tracking sheet as part of the Asset Update.

4.0 Council Assets Update

- 4.1. **Inclusive Play Audit-** The audit has commenced. Play areas in Parish Council ownership are being prioritised and carried out once the relevant information is received by PIPA. Once the Parish Council audits have completed the District Council audit will commence.
- 4.2. Members will be aware that funds are being set aside from the Community Infrastructure Levy towards Inclusive Play and Open Spaces. This fund currently stands at £102,245 (9 June 2025). Parish Councils can apply to the Council for match funding to assist with delivery of inclusive play and open spaces.
- 4.3. **70 Market Street, Ely-** Work to install secondary glazing is now complete.
- 2.1. **Annexe Lift-** The contract has now been awarded for the repair of the lift and Officers are working with the contractor to schedule the works.

5.0 Additional Implications Assessment

- 5.1

Financial Implications No	Legal Implications No	Human Resources (HR) Implications No
Equality Impact Assessment (EIA) No	Carbon Impact Assessment (CIA) No	Data Protection Impact Assessment (DPIA) No

6.0 Appendices

Appendix 1- Asset Spend Tracker

7.0 Background documents

Finance & Assets Committee- 27 March 2025- Agenda Item 8- Assets Update and Asset Management Plan

Asset	Budgeted Expenditure	Nature of Work	Actual Expenditure	Notes
Public Car Parks				
	50,000.00	Replacement Drainage Gullies Newnham Street		Not Started
	12,000.00	The Dock, ticket machine replacement		Not Started
	25,000.00	Resurfacing of Roadway at Newnham Street		Not Started
Total Public Car Parks	87,000.00		0.00	
Closed Churchyards				
	£4,000.00	Burwell Church Lower section Limewash		Work ongoing
	20,000.00	St Marys Church- Gully/brickwork		Not Started
	3,900.00	Littleport Church- Wall	1,560.00	Complete
	1,500.00	Cheveley Church- Wall		Not Started
	2,500.00	Isleham Church- Gate		Not Started
Total Closed Churchyards	31,900.00		1,560.00	
Littleport Depot				
	543,500.00	Depot Improvement Plan	536,463.77	No update
Total Littleport Depot	543,500.00		536,463.77	
Play Areas/Open Space				
Total Play Areas	0.00		0.00	
Public Conveniences				
	5,000.00	Annual Deep Cleaning of all Public Toilets		Complete. Awaiting invoice
	15,000.00	Refurbishment of Cloisters		Not started
	10,000.00	Light refurbishment of Palace Green		Not started
Total Public Conveniences	30,000.00		0.00	
Public Footpaths/Open Spaces				
	10,000.00	Williams Close Street Lighting		Working with contractor to schedule
Total Public Footpaths/Open Space	10,000.00		0.00	
The Grange				
	30,000.00	The annexe lift		Working with contractor to schedule- Contract award for £29,335
Total The Grange	30,000.00		0.00	
70 Market Street, Ely				
	3,600.00	Installtion of secondary double glazing	3,607.58	Complete
Total 70 Market Street, Ely	3,600.00		3,607.58	

72 and 74 Market Street, Ely				
	20,000.00	Installation of secondary double glazing/window replacement		Reviewing
Total 72 Market Street, Ely	20,000.00		0.00	
Cemetery Lodge				
Total Cemetery Lodge	0.00		0.00	
Ely Museum				
	1,000	Annual Gutter Cleaning		
Total Ely Museum	1,000.00		0.00	
St Johns Road Garages				
Total St Johns Road Garages	0.00		0.00	
The Old Barn, Littleport				
Total The Old Barn, Littleport	0.00		0.00	
Mepal Outdoor Centre				
	11,471.40	Site security cameras		
Total Mepal Outdoor Centre	11,471.40		0.00	
Other				
Total Other	0.00		0.00	

Total Budgeted Expenditure	768,471.40	Spend to Date	541,631.35
Asset Management Budget	170,194.00		
Depot Reserve	543,500.00		
Contribution from S106/Other	55,000.00		

TITLE: UK Shared Prosperity and Rural England Prosperity Business Grant Funds

Committee: Finance & Assets Committee

Date: 26 June 2025

Author: Economic Development Manager

Report number: AA23

Contact officer: Rory Thompson, Economic Development Officer
Rory.thompson@eastcambs.gov.uk 01353 616137, Room No. 12, The Grange, Ely.

1.0 Issue

- 1.1. To approve the Councils proposed UK Shared Prosperity and Rural England Prosperity Business Grant Funds as set out in Appendix 1.

2.0 Recommendations

Members are requested to:

- 2.1 Approve the proposed grant funding arrangements for the two Funds as detailed in Appendix 1.
- 2.2 Agree that the Business Growth Fund will open on the 7 July 2025 and close no later than 23:59 on 5 September 2025, with all projects to be completed by 31 March 2026.
- 2.3 Agree that the Rural England Prosperity Business grant fund will open early autumn 2025 and be completed by 31st March 2026.
- 2.4 Agree that if the fund is fully utilised before the close date, the Council reserves the right to close the fund to pending or new applications.

3.0 Background/Options

- 3.1 The Cambridge & Peterborough Combined Authority (CPCA) has allocated two funding streams to the Council:
- £164,750 allocated for Capital and revenue expenditure through the UK Business Grant Fund.
 - £195,176 – allocated for Capital expenditure through the Rural England Prosperity Grant Fund.
- 3.2 Both Funds are part of a transitional Process for 2025/2026, which allows ECDC to utilise these funds to support businesses.
- 3.3 Both Funds will support business growth across the district particularly prioritising applications that create new jobs and are innovative.

- 3.4 Programmes will be launched separately, with specific guidance and eligibility criteria outlined in the UK Shared Prosperity and Rural England Prosperity Business Grants Funding 2025 programme details document.

4.0 Arguments/Conclusions

- 4.1 The Funds delivery model complies with funding requirements detailed in the UKSPF prospectus guidance set out by Ministry of Housing Communities and Local Government (MHCLG), Housing & Communities (DLUCH) and REPF prospectus guidance set out by Department for Environment Food & Rural Affairs (Defra).
- 4.2 The Funds delivery model complies with funding requirements detailed in the UKSPF prospectus guidance set out by Ministry of Housing Communities and Local Government (MHCLG), Housing & Communities (DLUCH) and REPF prospectus guidance set out by Department for Environment Food & Rural Affairs (Defra).
- 4.3 The funds align with the Councils service offer for businesses, as part of the Economic Development Service Delivery plan 2025/2026.

5.0 Additional Implications Assessment

- 5.1 In the table below, please put Yes or No in each box:

Financial Implications No	Legal Implications No	Human Resources (HR) Implications No
Equality Impact Assessment (EIA) No	Carbon Impact Assessment (CIA) No	Data Protection Impact Assessment (DPIA) No

- 5.2. Legal Implications: The Council will be required to enter into a Grant Funding Agreement with the CPCA in order to receive the funding.

6.0 Appendices

Appendix 1: UK Shared Prosperity and Rural England Prosperity Business Grant Funds Guidance Notes.

7.0 Background documents

None



East Cambridgeshire District Council

UK Shared Prosperity and Rural England Prosperity Business Grants Funding 2025

1. Guidance & Introduction

Two grant funds are currently available to support businesses, each following similar application and evaluation processes. These funds aim to provide financial assistance to eligible applicants. For detailed information on timelines, eligibility, and application steps, please see the information below:

The programmes are open to any existing SME business with a turnover of under £1 million located in the East Cambridgeshire district.

All applicant businesses must have in place a business plan. The following is a list of things the business plan should include.

- Demonstrates plans to grow the business
- How funding will be used to support this growth
- Where applicable how funding will support job creation including apprenticeships
- How the funding will support the business to respond to market changes
- A clear delivery plan for the project that funding is supporting
- How the funding will be of benefit to the wider local economy e.g. supply chains

2. Businesses who are not eligible

The following is a list of the types of businesses who are ineligible to apply for a grant.

- Businesses not based in East Cambridgeshire
- Businesses that have an annual turnover of more than £1 million
- Business that has received grant payments that equal the maximum permitted levels of UK Subsidy Control. (See below for more details) (All applicants will be required to complete a Minimum Financial Assistance (MFA) declaration as part of their application)
- Businesses that are in administration, insolvent or when a striking off notice has been made
- Intermediaries or agents acting on behalf of other businesses
- Businesses that only exist to operate investment funding and other types of finance
- Charities (unless applying through a trading arm that meets the above requirements)

3. Eligible Activities



To be considered eligible, projects will be required to deliver at least one or more of the outcomes in the list below:

- Create or safeguard jobs
- Utilise new technologies or processes within the business
- Bring new products to market
- Demonstrate improvement in business productivity

In addition, the following listed criteria apply to expenditure:

Eligible capital expenditure:

- Purchase of machines and associated tooling
- Purchase of equipment that enhances productivity including technology and IT equipment (this includes associated software)
- Renovation/repurpose of buildings and building of new premises (NB planning consent must be in place at the time of the funding application).

Eligible revenue expenditure:

- Website redevelopment
- Training
- Marketing and promotional campaigns
- Research

What the programme cannot support is listed below:

- Payment of expenditure prior to the funding agreement date
- Paying off debts or refinancing
- Direct staff costs – salaries, travel, or subsistence
- General business overheads and costs (i.e. rent and rates, utilities)
- The cost of any statutory, legislative obligations or other duties or requirements associated with the business)
- Non-bespoke business software (e.g. recurring/ongoing license agreements like Microsoft Office)

4. Grant Funding Levels and Intervention Rates.

4.1 Business Growth Fund

A total of £164,750 is available in grant funding, divided between revenue and capital expenditure:

- **Revenue Funding:** £77,000
- **Capital Funding:** £87,750

The minimum award available to any successful applicant is £2,000 and the maximum award is £7,500. Access to grant funding for those businesses who are approved will be up to a maximum of 60% of total the total project cost as part of the Full Application process. For example, if a project costs £5000, the maximum grant



contribution would be £3000. In addition, applicants will need to demonstrate that all project funding is in place.

4.2 Rural England Prosperity Fund:

A total of £195,716 is available in capital grant funding through the Rural England Prosperity Fund:

Capital Funding: £195,716

The minimum award available to any successful applicant is £5,000, and the maximum award is £15,000. Access to grant funding for approved businesses will be up to a maximum of 60% of the total project cost, as part of the Full Application process.

For example, if a project costs £10,000, the maximum grant contribution would be £6,000. Applicants must demonstrate that all project funding is in place at the time of application.

Please note: Only capital items listed in Section 3 under ‘Eligible capital expenditure’ may be purchased using this funding.

5. Procurement of Equipment & Services.

Grants must be claimed within the agreed timetable outlined in the Grant Funding Offer. No commitment can be made by a grant applicant to a supplier of goods or services before a formal offer of funding has been agreed and confirmed in writing. Funding cannot be awarded for retrospective payments.

All grant payments are made as reimbursements to the applicant subject to the satisfactory provision of proof of expenditure as outlined in the grant funding agreement.

Net costs (excluding VAT) must be used when calculating the project value and submitted as such in the Funding Application form. Gross costs (including VAT) will be permissible where a business is for whatever reason unable to reclaim VAT, (i.e. not VAT registered).

It is expected that applicants will provide three written comparable quotes for individual items of expenditure that exceed £5,000. It will be expected that the cheapest quotation will be selected as the preferred supplier. If the preferred supplier is not the cheapest quote a rationale must be provided with the Funding Application. Any expenditure incurred before the receipt of the formal offer letter is entirely at the applicant's own risk and is deemed ineligible expenditure for grant assistance.

6. Application process.



All capital and revenue grants will require an Expression of Interest (EOI) to be completed.

EOI's will be assessed for completeness and eligibility by the Economic Development team. The EOI will include a supporting statement (maximum 250 words) explaining why the applicant should receive the grant. The EOI will be scored against a standard scoring framework. If an EOI meets the minimum threshold the applicant will be invited to submit a Funding Application form.

Should an applicant be deemed ineligible for funding, they will be notified by email. The decision will be final.

Advice and guidance will be provided by the Economic Development team to applicants in completing their Funding Applications. Any enquiries regarding guidance should be directed to: Rory.Thompson@eastcambs.gov.uk

Funding Applications and any supporting information will be reviewed for completeness by the Economic Development team. Points for clarification will be made by email to the applicant and responses noted and included as part of the Funding Application.

Applicants will be informed within four weeks of receipt of their full Application as to whether they have been successful, and the value of the grant awarded. A formal Grant Funding Agreement will be issued and must be signed and returned by the applicant before any expenditure on the project detailed in the Funding Application can be committed or incurred.

The decision is considered final.

The Grant Funding Agreement will specify monitoring and reporting requirements specific to the outputs and outcomes of the successful project. This will include where appropriate evidence of:

- New jobs created.
- Jobs that have been safeguard or sustained.
- New products or techniques implemented.
- Demonstrate improvement in business productivity.

All successful applicants will be required to provide a project completion report as specified in the grant funding agreement.

Please note: Grant funding is limited and will be allocated on a first-come, first-served basis to eligible applications that meet the required threshold. An Applicant Journey diagram is attached at the end of the document, along with a timeline for the Expression of Interest, and Full Application stages.

7. Fixed & Major Assets

Where a funded project involves the purchase of a major fixed asset, the beneficiary must maintain an asset register. The asset register can be specific to the project or



be included in a corporate asset register. The beneficiary will need to consult with the council regarding the disposal of any said asset within three years of the grant award. A fixed asset will be considered as £2,000 or more for equipment (excluding IT), machinery or £1,000 for IT equipment.

8. Advice on Taxation

Grant income received by a business is taxable therefore funding paid under these grant fund will be subject to tax where applicable to the business.

9. UK Subsidy Control

As per 3, to be eligible for a grant, all applicant businesses must demonstrate that they meet the UK Subsidy Allowance rules by completing the MFA declaration – grants can only be awarded to compliant businesses.

It is a requirement of UK Subsidy Allowance rules that a grant may only be awarded when it produces an incentive effect. The grant is considered to have an incentive effect if it enables the beneficiary to carry out activities or projects which would not have been carried out in the absence of the grant aid. Grant funding may only be awarded if it has an incentive effect. It shall be considered to have an incentive effect if, before work on the project has begun, the intermediary, (East Cambridgeshire District Council), has verified that documentation prepared by the applicant establishes one or more of the following listed criteria:

- A material increase in the size of the project due to the aid
- A material increase in the scope of the project due to the aid
- A material increase in the total amount spent by the beneficiary on the project due to the aid
- A material increase in the speed of completion of the project concerned; or that the project would not have been carried out in East Cambridgeshire in the absence of the aid
- The applicant must also be able to demonstrate additionality convincingly, confirming that without grant assistance the project would not be undertaken or, with reference to the scale, timing, or location -any payment to an applicant will impact the applicant's project such that one or more of the following list will apply:
 - A material increase in the size of the project/activity due to the provision of State Funds
 - A material increase in the scope of the project/activity due to the provision of State Funds
 - A material increase in the total amount spent by the beneficiary on the project/activity due to the provision of State Funds or a material increase in the speed of completion of the project/activity concerned
 - With regards to regional aid, that the project would not have been carried out as such in the location concerned in the absence of the State Funds



More information on UK Subsidy Control can be found [here](#).

10. Fraud

As part of the application process, due diligence checks will be carried out for all applicants. These will include credit checks, bankruptcy, county court judgements and director disqualifications.

Any business caught falsifying their records to gain grant payments may face prosecution and any funding issued will be subject to claw back, as may any grants paid in error. Applicant businesses will be expected to complete a declaration that confirms the applicant has:

- Read and understood all documents about these Funds, including all information about eligibility.
- Provided true, accurate and complete information to support the application.
- Understood that, by giving wrong or incomplete information, which is known to be misleading, the applicant may be committing a criminal offence and could face prosecution.
- Understood that ECDC will investigate all applications where they suspect fraud, will check all the information the applicant provides and may ask for further details if necessary and they agreed to repay any money that they receive to which they are not entitled.
- ECDC may utilise due due-diligence tools such as the Government's Grant Management and Counter Fraud digital assurance tool, Spotlight, to check pre pre-payment and post post-payment compliance.
- Businesses must inform ECDC of any changes in circumstances that might affect eligibility for grant payment(s). Failure to do this could lead to grant claw back.
- Provided accurate details regarding previous grant funding received in regard to subsidy control legislation.

East Cambridgeshire District Council will reserve the right to visit any business that has been awarded a grant to ensure it has been used for the purpose it was intended as stated in the FA form and check records to show costs that have been incurred in line with the grant funding agreement.

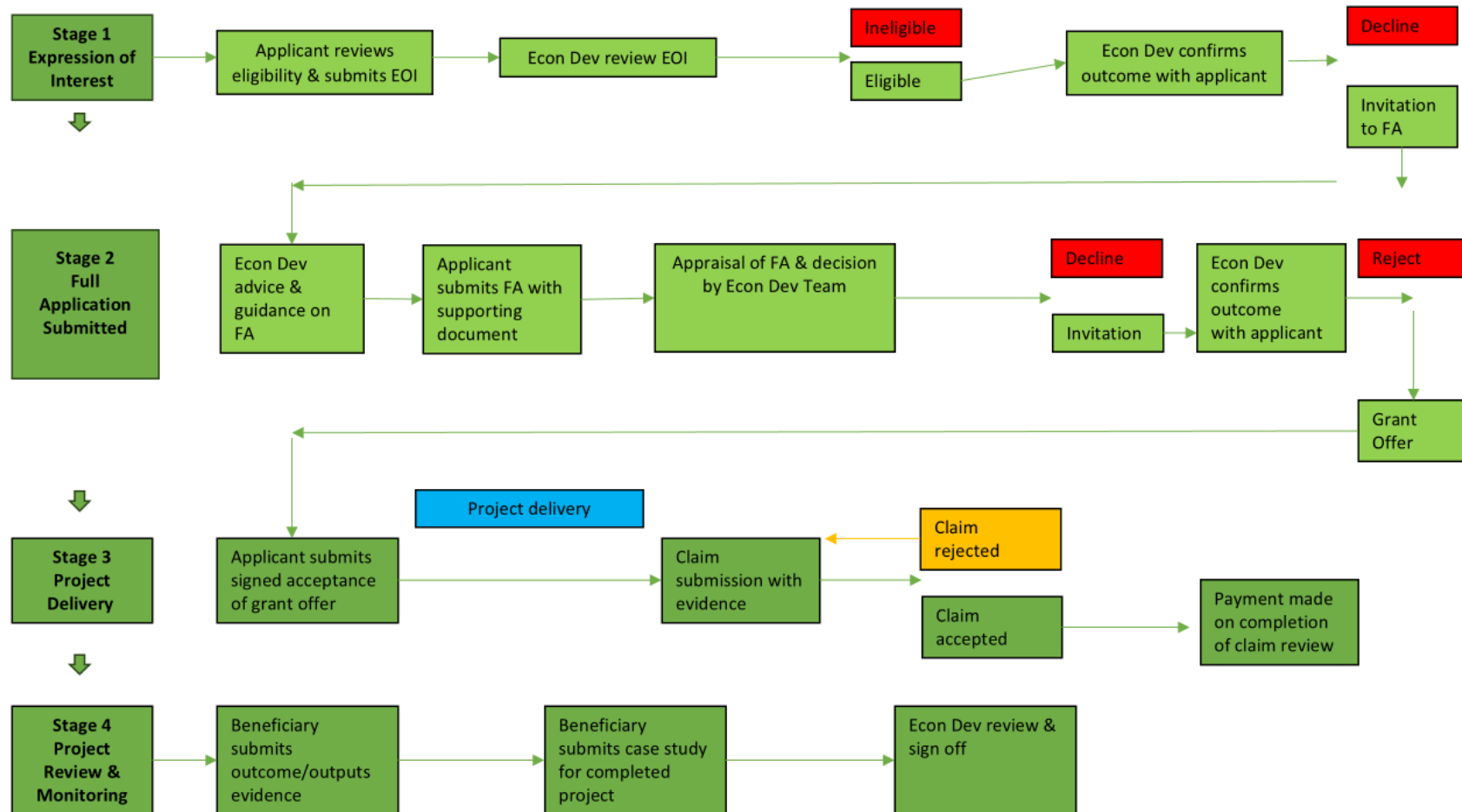
12 Publicity

Decisions relating to the allocation of funding will be published on the East Cambridgeshire District Council website.

In promoting the project successful applicants should acknowledge the award of the grant via the East Cambridgeshire District Council. Additional guidance will be provided to successful applicants on branding and publicity for UK Government levelling up funds at as part of the Grant Funding Agreement.



Applicant Journey





East Cambridgeshire
District Council

www.eastcambs.gov.uk
ContactUs@eastcambs.gov.uk
01353 665555

Business Growth Fund 2025 Timeline:

<u>Date</u>	<u>Stage</u>	<u>Notes</u>
July 7th	Expression of Interest (EOI) Opens	
August 1st	Expression of Interest (EOI) Closes	Businesses may progress earlier if approved.
August 2–22nd	Full Application Submission Period	
August 22nd	Full Application Closes	Official deadline unless funding is already exhausted.
September 5th	Final Decisions Announced	

Rural England Prosperity Fund 2025:

<u>Date</u>	<u>Key Action</u>	<u>Notes</u>
TBA	To Be Announced	Details forthcoming

**TITLE: Cambridgeshire and Peterborough Combined Authority
Active Travel Grant**

Committee: Finance and Assets Committee

Date: 26 June 2025

Author: Community Infrastructure Manager

Report number: AA24

Contact officer: Lucy Flintham, Community Infrastructure Manager,
Lucy.flintham@eastcambs.gov.uk, 01353 616226, room 12, The Grange, Ely

1.0 Issue

- 1.1. To agree the funding and delivery arrangements for the 'Sustrans Study East Cambs routes' project.

2.0 Recommendations

Members are requested to:

- 2.1. Agree that the Council accepts £400,000 of funding from Cambridgeshire and Peterborough Combined Authority to deliver the Sustrans Study East Cambs routes' project
- 2.2. Instruct the Director Community to enter into a Grant Funding Agreement with Cambridgeshire and Peterborough Combined Authority.
- 2.3. Agree that Cambridgeshire County Council be appointed as the delivery agent for the project.

3.0 Background/Options

- 3.1 In March 2025 the Cambridgeshire and Peterborough Combined Authority's (CPCA) Investment Committee approved proposals for funding the development of active travel routes in East Cambridgeshire. £400,000 was allocated to the 'Sustrans Study East Cambs routes' project. This is to enable the further development of the Council's Sustrans feasibility schemes to the preliminary design stage for two routes: Ely to Soham and Burwell to Fordham and wider links.
- 3.2 £70,000 was also awarded to produce a detailed design for the Stuntney to Ely route. This work is being led by Cambridgeshire County Council (CCC).

4.0 Arguments/Conclusions

- 4.1. East Cambridgeshire District Council (ECDC) commissioned Sustrans to undertake 10 feasibility studies following consultation on the district's Cycling and Walking Routes Strategy which highlighted a number of potential routes.
- 4.2. The feasibility studies considered opportunities and constraints, risks, and potential land needs. The feasibility reports are detailed with analysis of potential routes,

identifying all possible alignments. This has resulted in multiple options within each route feasibility study.

4.3. The funding will enable the development of the Ely to Soham and Burwell to Fordham and wider links routes from feasibility study to preliminary design. This will include:

- Further analysis of value for money, (financial and economic case)
- Outline Programme and Risk Register
- Proposed delivery plan (management case)
- Engagement with stakeholders and development of a stakeholder plan
- outline proposals for monitoring and evaluation

4.4 Officers are in discussions with Cambridgeshire County Council (CCC) regarding delivery of the project. Given their experience in this type of project it is felt that CCC are best placed to lead this on the Council's behalf. There is also some overlap with the CCC Ely to Stuntney scheme.

4.5 In order to secure the funding, the Council will need to enter into a Grant Funding Agreement with the CPCA. Project risks will be managed through project governance, where the CCC are the Delivery Agent and the ECDC are the Project Sponsors, who make the key decisions and hold the financial and programme risks.

5.0 Additional Implications Assessment

5.1 In the table below, please put Yes or No in each box:

Financial Implications NO	Legal Implications YES	Human Resources (HR) Implications NO
Equality Impact Assessment (EIA) NO	Carbon Impact Assessment (CIA) NO	Data Protection Impact Assessment (DPIA) NO

5.2. Legal Implications: The Council will be required to enter into a Grant Funding Agreement with the CPCA in order to receive the funding.

5.3. An equality impact assessment will be prepared for each route as part of the design process.

6.0 Appendices

None.

7.0 Background documents

CPCA Investment Board meeting held on 12 March 2025 - agenda and minutes.

TITLE: Housing Strategy

Committee: Finance and Assets Committee

Date: 26 June 2025

Author: Community Director

Report number: AA25

Contact officer: Sally Bonnett, Director Community, sally.bonnett@eastcambs.gov.uk
01353 616451, Room 105, The Grange, Ely

1.0 Issue

- 1.1. To consider the Housing Strategy at Appendix 1.

2.0 Recommendations

- 2.1. Members are requested to approve the Housing Strategy at Appendix 1.

3.0 Background/Options

- 3.1 The Housing Strategy has been produced in response to a recommendation arising from the Private Sector Housing internal audit report to produce a strategic plan outlining long-term objectives for addressing housing issues within the district.

4.0 Arguments/Conclusions

- 4.1 The Housing Strategy at Appendix 1 sets out how the Council intends to improve housing in the district over the next three years. It provides an overview of the work carried out by various teams across the Council in relation to delivering housing growth, better homes and supporting people. It also highlights key achievements and future challenges and actions.
- 4.2 It is intended as a high-level overarching document which consolidates the key priorities and actions from the Council's housing related strategies and policies.
- 4.3 The document does not seek to replicate information that is already provided in those strategies. Further information on the priorities and actions can be found in those documents. Each strategy and policy has its own process for monitoring and reporting, details of which can also be found in those documents.

5.0 Additional Implications Assessment

5.1

Financial Implications	Legal Implications	Human Resources (HR) Implications
No	No	No
Equality Impact Assessment (EIA)	Carbon Impact Assessment (CIA)	Data Protection Impact Assessment (DPIA)
No	No	No

6.0 Appendices

Appendix 1: Housing Strategy.

7.0 Background documents

Various documents as listed in the introduction of the Housing Strategy.



East Cambridgeshire
District Council

Housing Strategy

Revision due in June 2028

Contents

<u>Introduction</u>	4
<u>National context</u>	4
<u>Local context</u>	6
<u>Delivering growth</u>	8
<u>Better homes</u>	11
<u>Supporting people</u>	12

Foreword

As our population continues to grow and our housing needs evolve, East Cambridgeshire District Council recognises the importance of delivering homes that are genuinely affordable, safe, sustainable, and reflective of the needs of our residents.

This Housing Strategy outlines our commitment to improving housing outcomes across East Cambridgeshire over the next three years. It brings together the priorities and actions from a suite of key strategies and policies, ranging from the East Cambridgeshire Local Plan 2015 (as amended 2023), homelessness prevention and private sector housing enforcement to health and wellbeing, equality, and community resilience.

Our ambition is to ensure that everyone in our district has access to a decent home they can afford and that supports their health and wellbeing. Whether it is through enabling the delivery of genuinely affordable housing, improving standards in the private rented sector, tackling homelessness with compassion and innovation, or working with communities to deliver housing that meets local need.

We are proud of the progress made to date. Initiatives such as the £100K Homes scheme and community-led housing projects have already provided many residents with the opportunity to remain in the communities they love. The success of our holistic Housing and Community Advice Service, our Domestic Abuse Housing Alliance accreditation, and our proactive approach to energy efficiency demonstrate our commitment to delivering housing services that are forward-thinking and person-centred.

However, challenges remain, from rising house prices and energy costs to the increased demand for supported and specialist housing. This strategy reflects our understanding of these pressures and our resolve to address them.

We are grateful to our many partners, registered providers, local health services, community organisations, and residents themselves, whose collaboration is essential to making our housing ambitions a reality.

Councillor Anna Bailey

Leader of the Council



Introduction

This housing strategy sets out how the council intends to improve housing in the district over the next three years.

This high-level overarching document consolidates the key priorities and actions from the following housing related strategies and policies:

- [East Cambridgeshire Local Plan 2015 \(as amended 2023\) \(opens in new window\)](#)
- [Equality, diversity and inclusion policy 2025 to 2028 \(opens in new window\)](#)
- [Homelessness and Rough Sleeper Strategy \(opens in new window\)](#)
- [East Cambridgeshire's Health and Wellbeing Strategy 2024 to 2027 \(opens in new window\)](#)
- [Private Sector Housing Environment Policy 2022 \(opens in new window\)](#)
- [Cambridgeshire and Peterborough Healthy Places JSNA \(opens in new window\)](#)
- [Allocations and Lettings Policy \(opens in new window\)](#)
- [Cambridgeshire Housing Adaptation and Repairs and Policy 2019 \(opens in new window\)](#)
- [Vulnerable Community Strategy 2024 to 2029 \(opens in new window\)](#)

This strategy does not seek to replicate information that is already covered in the above documents. Further information on the priorities and actions can be found via the links provided to those documents. Each strategy has its own process for monitoring and reporting, details of which can be found in those documents.

Figure 1 (next page). Links between plans, strategies and policies for East Cambridgeshire.

National context

The council's housing related strategies have all been developed having regard to national housing and planning policy, guidance and legislation, the key themes are summarised below.

- strong emphasis on building more new homes across the district, including affordable housing, particularly for low-cost home ownership
- local authority homelessness responsibilities, with a strong emphasis on early intervention and prevention
- ongoing transformation and integration of health, social care and other public sector services
- regulation and funding to improve the energy efficiency of homes alongside a move to support low carbon sustainable heating systems
- new and emerging policies focusing on improving housing design and quality, accessibility, environmental performance and health

Corporate Plan 2023 to 2027

Equality, Diversity and Inclusion Policy 2025 to 2028

Vulnerable Community Strategy 2024 to 2029

East Cambridgeshire Local Plan 2015 (amended 2023)

Annual Monitoring Return

Housing Strategy 2025 to 2028

Private Sector Housing Environment Policy 2022

Allocations and Lettings Policy

Homelessness and Rough Sleepers Strategy 2025 to 2030

Housing Adaptation and Repairs Policy 2019

East Cambridgeshire Health and Wellbeing Strategy 2024 to 2027

C and P Healthy Places JSNA

Local context

East Cambridgeshire District Council plays a vital role in delivery local and national housing priorities by building an evidence base of local housing needs, using our housing and planning powers to ensure that existing homes are fit for purpose, and ensuring that new housing developments are more sustainable and meet local needs, both now and in the future.

The East Cambridgeshire District Council Corporate Plan 2023 to 2027 sets out the Council's overall ambitions and priorities. The priorities and actions that relate to the housing related strategies are to:

- support our residents to live happy and healthy lives
- deliver genuinely affordable homes that enables people to live and work locally
- deliver an excellent Housing and Community Advice Service, work with partners to protect more people in their homes and deliver an integrated Health and Wellbeing Strategy
- continue to support existing Community Land Trusts across the district and work with communities to establish new ones and work with partners to deliver other affordable initiatives

The vision East Cambridgeshire District Council sets out in its [Equality, Diversity and Inclusion Policy \(opens in new window\)](#) is "to improve the lives of residents and build a community where everyone has the opportunity to participate and be involved".

The council works to increase and improve access to affordable, safe and sustainable housing in East Cambridgeshire through the following three areas of work.

Delivering growth - Deliver sustainable and inclusive housing growth that meets the needs of current and future residents in East Cambridgeshire.

Better homes - Ensure that as many homes as possible, in all tenures, are of good quality and support health and wellbeing.

Supporting people - Support people to access and sustain housing appropriate for their needs.

Key facts relating to East Cambridgeshire's population and housing are provided on the following page. Further data can be found on [Cambridgeshire Insight website](#)
[Cambridgeshire and Peterborough Insight – Welcome to Cambridgeshire and Peterborough Insight \(opens in new window\).](#)

Agenda Item 12 - Appendix 1

The graph displays the projected population aged 16 and over in the Cambridgeshire and Peterborough Local Authorities area from 2016 to 2034. The Y-axis represents the number of people, ranging from 0 to 550,000 in increments of 50,000. The X-axis represents the years from 2016 to 2034. The legend identifies eight regions: Cambridgeshire (red solid line), East Cambridgeshire (yellow solid line), Fenland (green solid line), Huntingdonshire (teal solid line), South Cambridgeshire (blue solid line), Forest Heath (purple solid line), St Edmundsbury (pink solid line), and Peterborough (dark blue solid line). The dashed lines represent the East of England and England averages. The graph shows a general upward trend for all regions, with East of England and England showing the highest numbers and fastest growth. Cambridgeshire and Peterborough show more moderate growth, while Huntingdonshire and South Cambridgeshire show the slowest growth.

Year	Cambridgeshire	East Cambridgeshire	Fenland	Huntingdonshire	South Cambridgeshire	Forest Heath	St Edmundsbury	Peterborough	East of England	England
2016	480,000	280,000	200,000	180,000	220,000	250,000	280,000	300,000	320,000	340,000
2017	485,000	285,000	205,000	185,000	225,000	255,000	285,000	305,000	325,000	345,000
2018	490,000	290,000	210,000	190,000	230,000	260,000	290,000	310,000	330,000	350,000
2019	495,000	295,000	215,000	195,000	235,000	265,000	295,000	315,000	335,000	355,000
2020	500,000	300,000	220,000	200,000	240,000	270,000	300,000	320,000	340,000	360,000
2021	505,000	305,000	225,000	205,000	245,000	275,000	305,000	325,000	345,000	365,000
2022	510,000	310,000	230,000	210,000	250,000	280,000	310,000	330,000	350,000	370,000
2023	515,000	315,000	235,000	215,000	255,000	285,000	315,000	335,000	355,000	375,000
2024	520,000	320,000	240,000	220,000	260,000	290,000	320,000	340,000	360,000	380,000
2025	525,000	325,000	245,000	225,000	265,000	295,000	325,000	345,000	365,000	385,000
2026	530,000	330,000	250,000	230,000	270,000	300,000	330,000	350,000	370,000	390,000
2027	535,000	335,000	255,000	235,000	275,000	305,000	335,000	355,000	375,000	395,000
2028	540,000	340,000	260,000	240,000	280,000	310,000	340,000	360,000	380,000	400,000
2029	545,000	345,000	265,000	245,000	285,000	315,000	345,000	365,000	385,000	405,000
2030	550,000	350,000	270,000	250,000	290,000	320,000	350,000	370,000	390,000	410,000
2031	555,000	355,000	275,000	255,000	295,000	325,000	355,000	375,000	395,000	415,000
2032	560,000	360,000	280,000	260,000	300,000	330,000	360,000	380,000	400,000	420,000
2033	565,000	365,000	285,000	265,000	305,000	335,000	365,000	385,000	405,000	425,000
2034	570,000	370,000	290,000	270,000	310,000	340,000	370,000	390,000	410,000	430,000

The graph displays the number of deaths per 100,000 population in England and Wales from March 2020 to April 2021. The regions are: London (red), East of England (yellow), South East (blue), Yorkshire and the Humber (green), West Midlands (purple), East Midlands (pink), North East (brown), North West (grey), Yorkshire and the Humber (dark green), London (light blue), and England (black). The graph shows a significant peak in deaths in London and the East of England in early 2020, followed by a decline and then a slight increase in 2021. The West Midlands and Yorkshire and the Humber show lower death rates throughout the period.

A map of the Czech Republic divided into administrative districts. The district of Brno-City is highlighted in blue, located in the southwestern part of the country. Other districts are colored in various shades of orange and red.

9. Map of 2 bed median rents

[illegible]

Household Composition 2021

Family Size	Number of Households
1	4800
2	5500
3	4300
4	4700
5	6400
6	2000
7	2600
8	1600
9	300
10	2000
11	1100
12	200
13	500
14	1000
15	0



五

In recent years, East Cambridgeshire has experienced considerable population and housing growth due to its location within a growth area. In particular, the success of the Cambridge economy has stimulated rapid population growth in East Cambridgeshire.

There is a high level of affordable housing need in the district and continuing concerns about housing affordability, with average house prices out of reach for many on lower to middle incomes.

The current assessment of affordable housing need across the district is provided by [GL Hearn "Cambridgeshire and West Suffolk Housing Needs of Specific Groups 2021" \(opens in new window\)](#) shows that the overall annual need for homes of all tenures is 597 homes with 215 affordable homes to rent needed per year.

The accommodation needs of older people and those requiring specialist and supported housing is also increasing.

There are currently 1,243 applicants on the council's Housing Register, some of which have indicated that they have a specific vulnerability for example mental health issues, permanent physical disability or age related physical impairment.

To ensure that housing provision meets the needs of all sectors, it is important that a range of house types and sizes are provided as part of new residential developments within the district. The East Cambridgeshire Local Plan 2015 (as amended 2023) ensures that future housing needs within the district are addressed as part of new development. This requires the provision of affordable homes as well an appropriate range of housing types and sizes to meet the needs of households (including families and older people).

The last five years have seen consistently and considerably higher levels of completions than in previous years. 616 dwellings (net) were completed in 2023/2024 in East

Cambridgeshire, the third highest completions in the district since 2011. The average delivery over the past 13 years was 354 homes per year, ranging from 162 to 820.

A total of 489 affordable homes were completed over the past 3 years; 24% of the total homes delivered.

The council works with partners such as registered providers, CLTs and Cambridgeshire ACRE to maximise opportunities to deliver affordable housing in the district.

As reported in the most up to date 5 year land supply report, ECDC anticipates the delivery of 2,958 additional homes during the period 1 April 2023 to 31 March 2029, a sizeable proportion of which will include affordable housing tenures.



£100K Homes scheme

£100k Homes in East Cambridgeshire

£100k Homes are new-build, 100% owned, one-bedroom properties, available to buy at a discounted market rate of £100,000. They are aimed at giving people who live or work in East Cambridgeshire a genuinely affordable step on the housing ladder, while enabling them to live close to where they work.

16 £100k Homes have been delivered in the district to date and there are 9 more in the pipeline which will be delivered by Bellway Homes in the Kennett Garden Village site. The council is due to start the nomination process for 4 of these properties which will be available later this year.



Delivery of Community Led Housing

East Cambridgeshire District Council actively supports community-led housing and is recognized as a trailblazing leader in this area. Community-led housing involves communities taking initiative to build and manage affordable, sustainable homes in their own village or town.

81 CLT homes have been delivered in the district and a further 90 homes have planning permission.





Better homes

The council is committed to improving conditions across all tenures, including privately rented and owner-occupied houses. It is primarily an owner's responsibility to maintain their own home, but the council acknowledges that some homeowners, particularly the elderly and vulnerable do not have access to resources to keep their homes in good repair.

The result of poor-quality housing has an adverse impact on the health and safety of occupiers that impacts upon other services provided throughout the district. By improving housing conditions, contributions are made to broader policies such as health and wellbeing, regeneration, energy efficiency and environmental sustainability.

The council supports local residents and works with other agencies, statutory and voluntary, to help with housing renewal via grant aid for disabled and vulnerable people, improving standards in existing homes through advice and/or enforcement, or through encouraging and supporting the bringing of empty homes back into use.

The council's Environmental Health Team works with private landlords, tenants, registered social landlords and homeowners on a range of housing issues, some of them statutory, including works and advice to improve the condition of homes, to put right serious disrepair and taking enforcement action if a property fails to reach a minimum standard.

Officers undertake inspections when required and will initially work with the owner or occupier if matters can be resolved informally. They will signpost residents to other forms of assistance when applicable, for example the Safe and Well service provided by the Fire Authority or Care and Repair if they are eligible for grant assistance. However, formal enforcement action will be taken if issues cannot be resolved or if there has been a clear and serious disregard for the safety of the tenants.

The Private Sector Housing Enforcement Policy 2022 identifies the actions Environmental Health will take in addressing poor quality rented accommodation in more detail.

The Renters' Rights Bill, which is expected to become law in late 2025 is designed to improve conditions and security for tenants in the private rental sector by enforcing higher standards, protecting tenants who speak up, holding landlords accountable and will extend Awaab's Law to privately rented homes.

The Renters' Rights Bill will allow regulations to be made setting out Decent Homes Standard requirements for private rented sector homes and will provide local councils with effective and proportionate enforcement powers.

The council also has home energy advisors who work with the Cambridgeshire Energy Retrofit Partnership consortium to obtain funding to improve energy efficiency of homes for residents on low income and high fuel cost as part of its ongoing work to help residents tackle the cost of living crisis and to help make homes as energy efficient as possible.

Working with private landlords to tackle cold damp mouldy homes

In January 2025, Landlords from East Cambridgeshire were invited to a free information event to find out how to prepare for upcoming changes to Awaab's Law and effectively tackle damp and mould in their rented properties.

Improving energy efficiency of homes

Through our Action on Energy partnership with other councils, we apply for and administer government grants to help low-income households install energy-efficiency improvements and low-carbon heating. Working with the Cambs Retrofit Partnership £10M of funding for residents was secured across the 5 districts of Cambridgeshire to improve energy efficiency of homes for residents.

Supporting people

The council provides a holistic Housing and Community Advice service with the emphasis on preventing homelessness and offering a fully accessible Community Advice Service.

The council's [Homelessness Review and Strategy 2025 to 2030 \(opens in new window\)](#) sets out key objectives, developed to address homelessness in East Cambridgeshire in 2025 to 2030. The focus on early intervention and prevention has resulted in zero families with children being housed in bed and breakfast accommodation since August 2012 and enabled many residents to remain at home in a dwelling that meets their needs.

From 1 April 2020 to 31 March 2025 the council has assisted:

- 3,506 households with matters related to the threat of homelessness, becoming homeless or community advice leading to early intervention.
- 1,062 households to remain in their own home using mediation, prevention initiatives and funding and resolving housing benefit or income issues
- 484 households into alternative accommodation including supported housing and private rented

The council provides Free Landlord Resolution Service, introduction of landlord incentives and guaranteed rent in advance to encourage more landlords to work with the council in using private rented accommodation

East Cambridgeshire's Home Improvement Agency provides a service to enable elderly, vulnerable and disabled people to remain at home in a dwelling that meets their needs. Between 2020 to 24 some 327 Disabled Facilities Grants (DFGs) were approved, totalling £2,218,000 spend. In addition to supporting healthy, safe and independent living, this work can help prevent hospital, care home or residential school admission and prevent the need for higher expenditure elsewhere in the health and/or social care system.

The Housing and Community Service has regular catch-up meetings with the Department for Work and Pensions (DWP) and the local job centres and has good working partnerships and referral pathways to our drug, alcohol and mental health services.

The council continues to monitor and manage the impact of Universal Credit Migration and the Renters Reform Bill. Understanding the future challenges and setting objectives around these enables the council to take a holistic view of the demands and pressures that it faces and facilitates the provision of a proactive housing and community advice service that seeks to tackle these issues.

DAHA Accreditation

In 2025 the council secured Domestic Abuse Housing Alliance (DAHA) accreditation and has been recognized for its trauma informed approach.

The council has received accreditation from the DAHA - which is the benchmark in the UK for how housing providers should respond to domestic abuse to deliver safe and effective responses and support.

The council was only the third non-stock holding housing authority in the country to receive the accreditation, and the first non-stock housing authority to receive it in Cambridgeshire.



Housing First

The council is working in partnership with Cambridgeshire County Council to jointly-fund a full time Housing First project worker dedicated to providing one to one support for homeless people with multiple or complex needs.

The Housing First model prioritises getting people into safe and stable homes. From this point, any other support needs they might have – such as alcohol and drug dependency, physical and/or mental health problems – are addressed through coordinated and intensive support. It has a proven track record, having lifted around 80% of people, who have complex high support needs out of homelessness permanently.



TITLE: ANNUAL REPORT OF REPRESENTATIVES ON OUTSIDE BODIES

Committee: Finance & Assets Committee

Date: 26 June 2025

Author: Democratic Services and Elections Manager & Deputy Monitoring Officer

Report number: AA26

Contact officer: Jane Webb, Democratic Services and Elections Manager & Deputy Monitoring Officer

jane.webb@eastcambs.gov.uk, 01353 616278, Room No. 214B, The Grange, Ely

1.0 Issues

- 1.1 To receive the annual reports on outside bodies from the representatives.

2.0 Recommendations

- 2.1. That the 2024-25 annual reports from the Council representatives on Outside Bodies within the remit of the Finance & Assets Committee, as detailed in Appendix 1, be noted.

3.0 Background

- 3.1 The Council's Constitution specifies in the Terms of Reference for the Finance & Assets Committee that it should appoint representatives to Outside Bodies within its remit, from the broader membership of Council, for a period of up to 4 years. In practice, appointments are made at the first meeting after the elections and are then only reviewed between elections if there is a change of circumstances. A complete list of appointments was created following the May 2023 elections. The Council has not been informed of any proposed changes to appointments at this stage.
- 3.2 All representatives on outside bodies are requested to provide an annual report, detailing the activities of the organisation and the continued relevance of appointing a Council representative. These have been collated and are included in Appendix 1 to this report.

4.0 Conclusions

- 4.1. At this stage, no appointments to outside bodies are required by the Committee. Receipt of the annual report demonstrates the organisation's work and its relevance to the Council's work.

5.0 Additional Implications Assessment

Financial Implications None	Legal Implications None	Human Resources (HR) Implications None
Equality Impact Assessment (EIA) Not required	Carbon Impact Assessment (CIA) Not required	Data Protection Impact Assessment (DPIA) Not required

6.0 Appendices

Appendix 1: Representation on outside bodies within the remit of the finance and assets committee, 2025-26 (including reports from representatives for 2024-25)

7.0 Background documents

None

EAST CAMBRIDGESHIRE DISTRICT COUNCIL



REPRESENTATION ON OUTSIDE BODIES WITHIN THE REMIT OF THE FINANCE & ASSETS COMMITTEE 2025-26

(Including reports from representatives for 2024-25)

Contents

Organisations (including 2024-25 reports, if applicable)

	Page no.
East Cambridgeshire Community Land Trust	2
East of England Local Government Association.....	4
Local Government Association	5
Local Government Association – District Councils Network	6
Rural Services Network.....	7
Internal Drainage Boards (including 2024-25 reports)	8

PRIORITY CATEGORY OF OFFICER SUPPORT

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

EAST CAMBRIDGESHIRE COMMUNITY LAND TRUST

AIMS AND ACTIVITIES

East Cambs Community Land Trust is incorporated to enable affordable homes to be owned and managed by an independent locally-run body that enables people to live and work locally. It is an “umbrella” Community Land Trust (CLT) and therefore covers a wider area or region than a local CLT and takes a complementary, supportive, role to any local CLTs.

Its purpose is to carry on, for the benefit of people in need (whether by virtue of poverty, financial hardship, age, physical or mental disability or ill health), in East Cambridgeshire:

- The business of providing and managing housing (including social housing) and facilitating the provision and management of such housing;
- The provision of, and facilitating the provision of, information, advice, assistance, training, support, facilities, amenities and services incidental to the provision and promotion of housing;
- The promotion of regeneration in areas of social and economic deprivation in such ways as may be thought fit by the Trustees;
- Any other charitable object that can be carried out from time to time by a community land trust and which the Trustees consider would further the social, economic and environmental interest of the community in the area of benefit.

Representation:	Up to three Members (total of one vote irrespective of number of Members.)
Status of Member:	Custodian Nominee Trustee
No. meetings per year:	3-4
Expenses paid by organisation:	No
Insurance provision:	Yes
Category of Officer Support (see p. 1):	3
Contact Officer:	Director Community, Sally Bonnett
Representative for 2025/26:	Cllr Anna Bailey

REPORT FROM 2024/25 REPRESENTATIVE

Cllr Anna Bailey (attended 1 of 1 meeting)

ECCLT is a not-for-profit Community Benefit Society, run by volunteers. The Trust was established in November 2017 as an umbrella Community Land Trust (CLT) for the whole of East Cambridgeshire. ECCLT supports the work of the Council in promoting Community Land Trust development in the district and in securing affordable homes that help to enable people with ties to the area to live and work locally.

ECCLT owns and manages two affordable homes within Montgomery House that were part of the East Cambs Trading Company's Kings Row development in Barton Road, Ely which are occupied by local people. ECCLT also manages the Montgomery House building.

ECCLT has completed the arrangements with East Cambs Trading Company to take on the ownership and management of 15 shared ownership affordable homes on at Simeon Close in Ely; one property has since been purchased to 100%. Tenants living in the properties are selected using the Trust's local allocations policy, meaning those eligible people with the strongest ties to the community are benefiting.

The Trust held its AGM in September 2024.

Continued representation on this outside body is very important – the District Council has Custodian Member status and has responsibilities to the Trust in that regard. Membership also helps to pursue the stated Corporate Plan housing objectives of the Council.

This organisation facilitates the delivery of affordable homes and supports the outcomes of the Council's Corporate Plan.

Continued representation on this outside body is very important – the District Council has Custodian Member status and has responsibilities to the Trust in that regard. Membership also helps to pursue the stated Corporate Plan housing objectives of the Council.

This organisation facilitates the delivery of affordable homes and supports the outcomes of the Council's Corporate Plan.

EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION

AIMS AND ACTIVITIES

- To represent the interests of local authorities in the region;
- To formulate sound policies for the development of local government in the region;
- To promote the policies of the East of England LGA and provide information/advice on local government issues to the public and partner organisations;
- To enable Councillors to exercise their democratic accountability and leadership effectively;
- To support innovation and excellence that enables local authorities and their partnerships to meet the needs of their communities and meet future challenges.

Representation:	Leader of Council
Status of Member:	Representative of ECDC
No. meetings per year:	1
Expenses paid by organisation:	No
Insurance provision:	Yes
Category of Officer Support (see p. 1):	1
Contact Officer:	Chief Executive, John Hill

Representative for 2025/26: Cllr Anna Bailey

REPORT FROM 2024/25 REPRESENTATIVE

Cllr Anna Bailey (attended 3 of 3 meetings)

This is a member-led organisation whose core services are funded by member subscriptions from the East of England.

Core Services are a universal offer available to all subscribing members and provided free at the point of access. They include programmes of activity in priority areas, support for regional member and officer networks, a range of free events and briefings, specific helpdesk and advice services, as well as activity undertaken jointly with Trade Unions in its role as the Regional Employers Organisation.

The organisation provides support and advice to the Council, particularly adding value when in-house services are not available.

Continued representation on this Outside Body is worthwhile; the organisation is useful to the Council in providing briefings, information, support and expertise and in representing local Government with central Government.

LOCAL GOVERNMENT ASSOCIATION

AIMS AND ACTIVITIES

To support, promote and improve local government in England and Wales.

To support Councillors in their role as democratically elected local representatives.

Representation:	One Member
Status of Member:	Representative of ECDC (voting Member)
No. meetings per year:	1
Expenses paid by organisation:	Yes (attendance only, not travel)
Insurance provision:	No
Category of Officer Support (see p. 6):	1
Contact Officer:	Chief Executive, John Hill

Representative for 2025/26: Cllr Julia Huffer

REPORTS FROM 2024/25 REPRESENTATIVE

Cllr Julia Huffer not received

LGA – DISTRICT COUNCILS NETWORK

AIMS AND ACTIVITIES

- To lobby and negotiate directly with senior members of national political parties on district-specific needs and issues – the “localism” agenda;
- To inform and influence national agencies, government departments and other local authority agencies on things that matter, such as resources and allocation;
- To get the Network’s unique message across to the audiences that matter – people, Government, partners, regulators;
- Help each other to remain effective and share learning/good practice.

Representation:	Leader of Council
Status of Member:	ECDC representative
No. meetings per year:	4
Expenses paid by organisation:	No
Insurance provision:	No
Category of Officer Support (see p. 6):	1
Contact Officer:	Chief Executive, John Hill

Representative for 2025/26: Cllr Anna Bailey

REPORT FROM 2024/25 REPRESENTATIVE

Cllr Anna Bailey (attended 4 of 4 meetings).

The District Councils’ Network (DCN) is a cross-party member led network of district councils. It is a Special Interest Group of the Local Government Association (LGA), and provides a single voice for all district councils within the Local Government Association.

Being a member of the network supports the work of the organisation, provides valuable information and data to the Council and facilitates networking, helping the Council to lobby Government and fulfil its statutory and non-statutory activities.

Topics vary and cover most aspects of the functions of District Councils.

This organisation has been an incredibly effective conduit for District Councils and central Government, particularly in relation to dealings with the MHCLG; it has meant that District Councils have had a strong and united voice and this is proving to be particularly important in relation to Local Government Reorganisation and devolution.

RURAL SERVICES NETWORK.

AIMS AND ACTIVITIES

- A membership organisation championing rural services. It campaigns for fair funding for rural areas and aims to share best practice across the membership.

Representation:	Two Members
Status of Member:	
No. meetings per year:	12
Expenses paid by organisation:	No
Insurance provision:	No
Category of Officer Support (see p. 6):	3
Contact Officer:	Director Community, Sally Bonnett

Representatives for 2025/26:	Keith Horgan
	Julia Huffer

REPORTS FROM 2024/25 REPRESENTATIVES

Cllr Keith Horgan (attended 10 of 11 meetings)

The Rural Services Network encompasses a wide range of local authorities, partners and organisations who all work together to help provide a voice for rural communities. Over 20,000 members belong to the network.

Topics covered this year include rural transport, planning, affordable housing, connectivity, health& Care, Net Zero and the impending Digital telephone line switchover by BT and other phone providers. Discussions on these subjects helps to inform me of matters that can and will impact local residents of East Cambs. Fair funding for rural communities remains a mainstream topic of conversation and debate by the RSN as it is continuing its efforts to close the gap in the funding rural communities receive when compared to urban communities.

Cllr Julia Huffer

(Not Received.)

INTERNAL DRAINAGE BOARDS

	Page no.
Burnt Fen	9
Cawdle Fen.....	10
Haddenham Level.....	12
Littleport and Downham	14
Middle Fen and Mere	16
Padnal and Waterden	18
Swaffham.....	19
Waterbeach Level	22

Internal Drainage Boards (IDBs) are public bodies that manage water levels in areas where there is a special need for drainage. They reduce flood risk to people and property and they manage water levels for agricultural and environmental needs. IDBs are funded by a combination of drainage rates levied on the owners of farmland, and special levies on District and Unitary Councils. District Councils appoint representatives to IDBs, the number of representatives being determined by the IDBs by consideration of the percentage of the Board's income being paid by each Council.

Haddenham Level IDB is part of the Middle Level Commissioners, all other IDBs on which ECDC is represented are part of the Ely Group of Internal Drainage Boards.

Appointment of ECDC representatives to Internal Drainage Boards has been discussed at various Council and Committee meetings¹ and the following process has been agreed:

1. Nominations should be invited from the Members of Council.
2. If vacancies cannot all be filled from within the District Council then;
 - a. former District Councillors who are willing to continue in their IDB role could be nominated as a layperson, and;
 - b. the relevant Parish Council(s) should be invited to submit nominations.

If there are more nominations than vacancies then consideration should be given to the candidates' prior knowledge and experience of both the geographical area and the issues relevant to IDBs. In all cases, the final decision on each appointment rests with the Finance & Assets Committee.

BURNT FEN INTERNAL DRAINAGE BOARD

District Wards covered:	Ely North Littleport
Parish Councils covered:	City of Ely Council Littleport Parish Council
Representation:	Two Members
Status of Member:	Board Member
No. meetings per year:	3
Expenses paid by organisation:	No (paid by the Council)
Insurance provision:	Yes
Category of Officer Support (see p. 6):	3
Contact Officer:	Finance Manager, Ian Smith
Representatives for 2025/26:	Cllr Martin Goodearl Derrick Beckett

REPORTS FROM 2024/25 REPRESENTATIVES

Cllr Martin Goodearl

(Not received.)

Derrick Beckett (lay member)

(Not received.)

CAWDLE FEN INTERNAL DRAINAGE BOARD

District Wards covered:	Ely West
Parish Councils covered:	City of Ely Council
Representation:	Seven Members
Status of Member:	Board Member
No. meetings per year:	3
Expenses paid by organisation:	No (paid by Council)
Insurance provision:	Yes
Category of Officer Support (see p. 6):	3
Contact Officer:	Finance Manager, Ian Smith

Representatives for 2025/26:	Cllr Christine Colbert
	Cllr Kathrin Holtzmann
	Cllr Christine Whelan
	Rupert Moss-Eccardt
	Rebecca Denness

REPORTS FROM 2024/25 REPRESENTATIVES

Cllr Christine Colbert (Attended 2 of 3 meetings)

As Ely is only about 80 feet above sea level and the highest point, I believe, in East Cambs District Council area, close working relations with any organisation involved in the provision/control of drainage systems is vital.

Cllr Christine Whelan (attended 2 of 3 meetings)

It is an important as it keeps areas of development from flooding. Especially when considering plans for new developments in the flood zones.

I think representation is important as budgeting for the drainage relies on special allowances and this could be costly to the area, however there is little opportunity to report back at the relevant committee meetings. This should be addressed.

The main pipe and culvert is in need of repair and this will cause considerable damage to land leased by the Council which is at present being used as the Dock Car Park. If this area is not maintained, then there will be serious problems for this piece of land.

There have been discussions recently on merging some of the IDB into bigger boards and cover bigger areas. There have been no definite decisions on this yet.

Cllr Kathrin Holtzmann

(Not received.)

Rupert Moss-Eccardt

(Not received.)

Cllr Caroline Shepard

(Not received.)

Rebecca Denness (attended 2 of 4 meetings)

The ILDs, including Cawdle Fen ILDB, are critical to the management of water and helping to prevent flooding locally. They are vital for local farmers and other residents.

Representation on the Board is important to ensure good communication between representatives of authorities. It is particularly important in terms of preparing for exceptional weather events, including torrential rain in which low lying areas are particularly vulnerable.

The business of the committee feeds directly into the Climate and Sustainability work of Councils at all levels in Cambridgeshire.

HADDENHAM LEVEL INTERNAL DRAINAGE BOARD

District Wards covered:	Haddenham Stretham Sutton
Parish Councils covered:	Haddenham Parish Council Stretham Parish Council Sutton Parish Council Wentworth Parish Council Wilburton Parish Council
Representation:	Two Members
Status of Member:	Board Member
No. meetings per year:	3
Expenses paid by organisation:	No (paid by Council)
Insurance provision:	Yes
Category of Officer Support (see p. 6):	3
Contact Officer:	Finance Manager, Ian Smith
Representatives for 2025/26:	Cllr Gareth Wilson Parish Cllr Steve Cheetham

REPORTS FROM 2024/25 REPRESENTATIVES

Cllr Gareth Wilson

(Not received.)

Parish Cllr Steve Cheetham (attended 3 of 3 meetings)

ECDC are committed to ensuring that East Cambridgeshire continues to be a district where people want to live, work and visit and ensuring flood defences are maintained is a critical element of this commitment

Continued work on the monitoring of the construction of irrigation reservation reservoirs at Willow Hall Farm following the approval by the County Council. The HIDB has now reached an agreement with Mick George Ltd around the how the HIDB will manage, monitor and control the de-watering activities year-round and monitoring continues

HIDB are also extremely concerned about the proliferation of 'SUDS' on new housing developments which is not a sustainable drainage solution and is increasing run off into HIDB drainage area.

This is a precepting body with the duty of protecting the Haddenham & Aldreth area from flooding and providing irrigation for agriculture and the meetings give a real insight into issues affecting farming and agriculture. The 2024/2025 winter has seen low levels of rainfall and it continues to be critical that the knowledge of the issues and detail from the HIDB are understood by ECDC.

LITTLEPORT & DOWNHAM INTERNAL DRAINAGE BOARD

District Wards covered:	Downham Villages Ely North Littleport Stretham Sutton
Parish Councils covered:	Coveney Parish Council Little Downham Parish Council Little Thetford Parish Council Littleport Parish Council Stretham Parish Council Wentworth Parish Council Wilburton Parish Council Witchford Parish Council
Representation:	Six Members
Status of Member:	Board Member
No. meetings per year:	3
Expenses paid by organisation:	No (paid by Council)
Insurance provision:	Yes
Category of Officer Support (see p. 6):	3
Contact Officer:	Finance Manager, Ian Smith
Representatives for 2025/26:	Cllr Christine Ambrose Smith Cllr Lorna Dupré Cllr Martin Goodearl Cllr David Miller Parish Cllr Andrew Butcher Parish Cllr Mark Taylor

REPORTS FROM 2024/25 REPRESENTATIVES

Cllr Christine Ambrose Smith

(Not received.)

Cllr Lorna Dupré

(Not received.)

Cllr Martin Goodearl

(Not received.)

Cllr David Miller

(Not received.)

Parish Cllr Andrew Butcher

(Not received.)

Parish Cllr Mark Taylor

(Not received.)

MIDDLE FEN & MERE INTERNAL DRAINAGE BOARD

District Wards covered:	Ely East Ely North Fordham & Isleham Soham North Soham South
Parish Councils covered:	City of Ely Council Fordham Parish Council Isleham Parish Council Soham Town Council Wicken Parish Council
Representation:	Five Members
Status of Member:	Board Member
No. meetings per year:	3
Expenses paid by organisation:	No (paid by Council)
Insurance provision:	Yes
Category of Officer Support (see p. 6):	3
Contact Officer:	Finance Manager, Ian Smith
Representatives for 2025/26:	Cllr Ian Bovingdon Cllr Mark Goldsack Cllr Keith Horgan Cllr Lucius Vellacott Alec Jones

REPORTS FROM 2024/25 REPRESENTATIVES

Cllr Ian Bovingdon

(Not received.)

Cllr Mark Goldsack

(Not received.)

Cllr Keith Horgan (attended 1 of 3 meetings- due to holiday clashes)

Effective management of the water levels, pumping assets and drainage of East Cambridgeshire remains essential to the sustainability of our local community. Without the tireless work of our drainage boards we would quickly be under water.

More than worthwhile, it is essential to our residents and, in particular, our farming community. Staying informed on the challenges faced by the IDBs and how they are coping with increased rainfall in winter, droughts in summer and maintaining the pumping infrastructure is a key responsibility for ECDC.

Unsurprisingly the greatest issues faced by this and all IDBs remains as climate change. Challenges to the effective response to this continue to be limited funding, rising energy costs and the need for asset replacement. In an attempt to mitigate this situation the IDBs have started to explore amalgamation to streamline operations and reduce overheads.

Cllr Lucius N Vellacott (attended 1 of 3 meetings)

The IDBs do essential work across East Cambridgeshire. They support the council's corporate objectives of supporting businesses to thrive and improving local infrastructure. Their work is often overlooked, but agriculture and development depend on it. They also remain a key consultee on planning applications, which is especially relevant to ECDC.

Middle Fen and Mere IDB raised their Special Levy on the District Council, due to constraints on their funding. A discussion emerged as to amalgamation of the Boards, should this be more financially viable. I believe that the Council should engage with the Boards to find alternatives alongside the new Mayor of Cambridgeshire and Peterborough, such as via delivery of a network of reservoirs, and/or lobbying for government funding, as well as ensuring IDBs are equipped to raise income and cut appropriate costs themselves.

I regret that on two occasions I was not able to attend the Board due to personal time clashes. I would like to suggest that IDBs email out papers to councillors where possible, to save money on printing and postage costs. It would be good to have continued email engagement from them and vice versa.

It is therefore essential that the Council continue to appoint representatives to all IDBs.

Alec Jones

(Not received.)

PADNAL & WATERDEN INTERNAL DRAINAGE BOARD

District Wards covered:	Ely North Littleport
Parish Councils covered:	City of Ely Council Littleport Parish Council
Representation:	Seven Members
Status of Member:	Board Member
No. meetings per year:	3
Expenses paid by organisation:	No (paid by Council)
Insurance provision:	Yes
Category of Officer Support (see p. 6):	3
Contact Officer:	Finance Manager, Ian Smith
Representatives for 2025/26:	Cllr Alison Whelan Cllr Lis Every Parish Cllr Clive Webber tbc tbc tbc tbc

REPORTS FROM 2024/25 REPRESENTATIVES

Cllr Alison Whelan

(Not received)

Cllr Lis Every

Replied – Unfortunately had been unable to attend.

Parish Cllr Clive Webber (attended 2 of 3 meetings)

(Not received)

SWAFFHAM INTERNAL DRAINAGE BOARD

District Wards covered:	Bottisham Burwell Fordham & Isleham Soham South
Parish Councils covered:	Bottisham Parish Council Burwell Parish Council Fordham Parish Council Lode Parish Council Reach Parish Council Swaffham Bulbeck Parish Council Swaffham Prior Parish Council Wicken Parish Council
Representation:	Four ² Members
Status of Member:	Board Member
No. meetings per year:	3
Expenses paid by organisation:	No (paid by Council)
Insurance provision:	Yes
Category of Officer Support (see p. 6):	3
Contact Officer:	Finance Manager, Ian Smith
Representatives for 2025/26:	Cllr David Brown Cllr Lavinia Edwards Cllr Alan Sharp Cllr John Trapp

REPORTS FROM 2024/25 REPRESENTATIVES

Cllr David Brown

(Not received)

² Four Members plus one nominee jointly with South Cambridgeshire District Council (SCDC). SCDC makes the joint appointment by reciprocal agreement of June 1990 whereby ECDC makes the joint appointment to Waterbeach Level IDB. Appointments are for 3 years.

Cllr Lavinia Edwards (attended 2 of 3 meetings)

The work of Swaffham Internal Drainage Board fits in with the corporate objectives of the Council as the issues of flooding and water management are both important when dealing with the challenges of climate change.

Continued representation this outside body is worthwhile to the Council due to the Districts agricultural area and helping with planning.

Items of relevance to ECDC which have been considered or discussed by the outside body are flooding, planning applications and setting of the rates.

The work of the Swaffham Drainage Board fits in with ECDC's Corporate Objective because the drainage board maintains a large area of drainage networks in the District.

I think the continued representation of the Drainage Board is worthwhile because the District has a large agricultural element with much employment in this field. The Drainage Board is also a consultee for planning applications.

Items relevant to ECDC which have been discussed by the Outside Body include setting the levy, climate change, drainage, wildlife, agricultural and flood issues.

Cllr Alan Sharp (attended 2 of 3 meetings)

The work of the Drainage Board totally fits in with the corporate objectives of the Council, as the issue of flooding and water management is a crucial factor in resolving the challenges that Climate Change presents to us.

I have attended two meetings during the year out of the three arranged, the other meeting clashing with other commitments.

The Board meetings take place at the Drainage Board offices in Prickwillow.

Contributing to the management of The Fens is an important role of the Council and the involvement of Council representatives with this body is totally necessary.

I find the meeting of the Board very interesting and worthwhile, listening to the comments of farming colleagues.

With my role as representative on the Special Interest Group of Councils, who are lobbying Government for a better system of settlement and funding for Drainage Boards the work of the Drainage Boards is even more important, as the issue around proper funding to resolve and tackle the water issues.

Cllr John Trapp (attended 3 of 4 meetings)

- i) This body considers the drainage of the fens that is necessary for continued habitation and future construction of dwellings.
- ii) There is a need for representation on this body to ensure that they are addressing the problems in this area concerning drainage and avoidance of flooding.
- iii) Planning applications that may be affected by their policies, continued survival of existing dwellings.

I can vouch for the integrity and concern for all issues involving drainage within the catchment area of this IDB.

Recently we have been discussing whether IDBs should merge, and debate is continuing; it is isomorphic to the debate about Local Government Reorganization that is currently raging.

WATERBEACH LEVEL INTERNAL DRAINAGE BOARD

District Wards covered:	Stretham Soham South
Parish Councils covered:	Little Thetford Parish Council Stretham Parish Council Wicken Parish Council
Representation:	One ³ Member
Status of Member:	Board Member
No. meetings per year:	3
Expenses paid by organisation:	No (paid by Council)
Insurance provision:	Yes
Category of Officer Support (see p. 6):	3
Contact Officer:	Finance Manager, Ian Smith
Representative for 2025/26:	David Chaplin

REPORT FROM 2024/25 REPRESENTATIVE

David Chaplin (lay member)

(Not received.)

³ One Member jointly with South Cambridgeshire District Council (SCDC). ECDC makes the joint appointment by reciprocal agreement of June 1990 whereby SCDC makes the joint appointment to Swaffham IDB. Appointments are for 3 years.

FINANCE & ASSETS COMMITTEE
ANNUAL AGENDA PLAN

AGENDA ITEM NO 14

LEAD OFFICER: Sally Bonnett, Director Community

Democratic Services and Elections Manager & Deputy Monitoring Officer: Jane Webb

Thurs 26 June 2025	4:30pm
Chair's Announcements	Chair
Actions taken by the Chief Executive on the grounds of urgency (if any)	DSO
Forward Agenda Plan	DSO
Write-off of unrecoverable debt (if any)	Director Finance and S151 Officer
Climate and Nature Strategy	Climate Change and Natural Environment Manager
UK Shared Prosperity Business Grant Scheme	
CPCA Active Travel Grant	
Assets Update	Open Spaces & Facilities Manager
Appointments, Transfers, Resignations [EXEMPT]	HR Manager
ECTC Management Accounts (Jan-March 2025) [EXEMPT]	ECTC Finance Manager
Annual Reports of Representatives on Outside Bodies	DSO
Financial Outturn Report 2024/25	Director Finance and S151 Officer
Treasury Operations Annual Performance Review	Director Finance and S151 Officer
Housing Strategy 2025	
Thurs 25 September 2025	4:30pm
Chair's Announcements	Chair
Write-Off of Unrecoverable Debt (if any)	Director Finance and S151 Officer
Assets Update	Open Spaces & Facilities Manager
Local Council Reduction Scheme Policy Review	Director Finance and S151 Officer
MTFS Update	Director Finance and S151 Officer
Budget Monitoring Q1	Director Finance and S151 Officer
Gender Pay Report	HR Manager
Health and Safety Annual Report	Health & Safety Manager
Actions Taken by the Chief Executive on the grounds of Urgency (if any)	DSO
Forward Agenda Plan	DSO
EXEMPT – ECTC Management Accounts	ECTC Finance Manager
Thurs 27 November 2025	4:30pm
Chair's Announcements	Chair
Service Delivery Plans – 6-Month Performance Update	Service Leads
NERC Act s40A Biodiversity Report	Climate Change and Natural Environment Manager
Final Local Nature Recovery Strategy (LNRS)	Climate Change and Natural Environment Manager

Notes:

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

FINANCE & ASSETS COMMITTEE
ANNUAL AGENDA PLAN

AGENDA ITEM NO 14

LEAD OFFICER: Sally Bonnett, Director Community

Democratic Services and Elections Manager & Deputy Monitoring Officer: Jane Webb

Write-Off of Unrecoverable Debt (if any)	Director Finance and S151 Officer
Finance Report	Director Finance and S151 Officer
Q2 Budget Monitoring	Director Finance and S151 Officer
Treasury Management Update	Director Finance and S151 Officer
Assets Update	Open Spaces & Facilities Manager
Annual Infrastructure Funding Statement	Director Community
ECTC Half Yearly Report	Director Commercial
Actions Taken by the Chief Executive on the grounds of Urgency (if any)	DSO
Forward Agenda Plan	DSO
EXEMPT – ECTC Management Accounts	ECTC Finance Manager
Thurs 29 January 2026	4:30pm
Chair's Announcements	Chair
Write-Off of Unrecoverable Debt (if any)	Director Finance and S151 Officer
Assets Update	Open Spaces & Facilities Manager
2026/27 Annual Treasury Management Strategy MRP & AIS	Director Finance and S151 Officer
Q3 Budget Monitoring	Director Finance and S151 Officer
Revenue Budget 2026/27	Director Finance and S151 Officer
Actions Taken by the Chief Executive on the grounds of Urgency (if any)	DSO
Forward Agenda Plan	DSO
EXEMPT – Appointments, Transfers, Resignations	HR Manager
Thurs 26 March 2026	4:30pm
Chair's Announcements	Chair
Service Delivery Plans 2026/27	Service Leads
Write-Off of Unrecoverable Debt (if any)	Director Finance and S151 Officer
Assets Update	Open Spaces & Facilities Manager
Assets Management Plan 2026/27	Open Spaces & Facilities Manager
Annual Review RIPA Policies	Director Legal
ECTC Annual Business Plan 2026/27	ECTC Finance Manager
ECTC Management Accounts	ECTC Finance Manager
Actions Taken by the Chief Executive on the grounds of Urgency (if any)	DSO
Forward Agenda Plan	DSO

Notes:

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