



# East Cambridgeshire District Council

## **Minutes of a Meeting of the Operational Services Committee**

Held at The Grange, Nutholt Lane, Ely, CB7 4EE at 4:30 pm on  
Monday 17 November 2025

### **Present**

Cllr Christine Ambrose Smith  
Cllr David Brown  
Cllr Christine Colbert  
Cllr Lavinia Edwards (Substitute)  
Cllr Kathrin Holtzmann  
Cllr Julia Huffer (Chair)  
Cllr Mark Inskip  
Cllr Alan Sharp  
Cllr John Trapp  
Cllr Ross Trent  
Cllr Lucius Vellacott (Vice Chair)  
Cllr Christine Whelan

### **Officers**

Patrick Adams – Senior Democratic Services Officer  
Nigel Ankers – ECSS Finance Manager  
Lewis Bage – Communities and Partnerships Manager  
Isabel Edgar – Director Operations  
Emma Graves – Neighbourhood and Community Safety Officer  
Catherine Sutherland – Senior Waste Management Officer  
Anne Wareham – Senior Accountant

### **33. Public Question Time**

No public questions were submitted.

### **34. Apologies and Substitutions**

Apologies for absence were received from Cllr Martin Goodearl. Cllr Lavinia Edwards attended as a substitute for Cllr Goodearl.

### **35. Declarations of Interest**

There were no declarations of interest.

## **36. Minutes**

It was resolved:

That the minutes of the meeting of the Committee held on 29 September 2025 be confirmed as a correct record and signed by the Chair.

## **37. Chair's Announcements**

The Chair informed the Committee that the deadline for community grants was Friday 12<sup>th</sup> December and grants of up to £1,000 were available. More details on how to apply for these grants were on the Council's website.

## **38. Quarter 2 2025/26 Performance Report for the Waste & Street Cleansing Services**

Catherine Sutherland, Senior Waste Management Officer, presented this report, AA87 previously circulated, which provided the Committee with the Quarter 2 performance report for the delivery of the waste and street cleansing services by East Cambs Street Scene Ltd (ECSS). It was noted that the number of missed bin collections was at its lowest ever level and this was a result of the new software that had been introduced. There had been a small reduction in the amount of waste being recycled, which reflected a national trend.

In reply to Cllr Christine Ambrose Smith, the Senior Waste Management Officer stated that the new bins for residents would have the Council's logo and as the food waste receptacles was funded by the Government, they would have the Government's labelling.

In reply to Cllr Mark Inskip, the Senior Waste Management Officer agreed to provide a breakdown of waste collected in the last few years and report these findings to the Committee.

It was noted that some bins for dog waste were being used for other rubbish and so were overflowing. In reply to the Chair, the Senior Waste Management Officer stated that replacing these bins with waste bins would be considered, in consultation with parish councils who funded the bins for dog waste.

It was resolved to:

- A)** Note the performance of service delivery for Quarter 2 (July-September) 2025/26.

## **39. Public Space Protection Order (PSPO) – Vehicle Related Anti-Social Behaviour**

The Communities and Partnerships Manager, Lewis Bage, presented a report, AA88 previously circulated, which invited the Committee to consider a draft Public Space

Protection Order (PSPO) to address Vehicle Related Anti-Social Behaviour and agree to public consultation on the proposed PSPO.

Cllr Mark Inskip supported this initiative. He explained that in Sutton, vehicle related anti-social behaviour was occurring on and around Elean Business Park, late in the evenings, usually at the weekend. Members of the public had been encouraged to report it to the Police but there was a limit on what could be done on a public highway. He added that there was also an issue at Milton Park and Ride and they too were seeking to introduce a PSPO. It made sense to have a uniform response across the area, otherwise the problem could simply be displaced. In reply to Cllr Mark Inskip, the Communities and Partnerships Manager explained that a level 3 fine could be up to £1,000.

In reply to Cllr John Trapp, the Communities and Partnerships Manager explained that the Police had tried alternative ways of tackling vehicle related anti-social behaviour but it had been unsuccessful. If agreed, the PSPO would cover the entire district. Cllr John Trapp stated that speed restriction monitors had been introduced in his village and he suggested that other villages could do the same to gather evidence for the Police.

In reply to the Chair, the Communities and Partnerships Manager stated that if the PSPO was agreed, the public would be encouraged to report vehicle related anti-social behaviour to the Police, who could then review the evidence and if necessary issue a fixed penalty notice to the driver.

The Chair proposed and the Vice Chair seconded the recommendations in the report. A vote was taken and the Committee unanimously

Resolved to:

- A)** Approve the draft Public Space Protection Order (PSPO) to address Vehicle Related Anti-Social Behaviour at appendix 1.
- B)** Approve the proposals for public consultation on the draft PSPO as set out in paragraphs 4.13 and 4.14.

#### **40. Budget Monitoring Report**

The Senior Accountant, Anne Wareham, presented a report, AA89 previously circulated, which updated the Committee on the financial position for services under the Operational Services Committee.

Cllr Mark Inskip understood that the underspend in the dog warden scheme was due to a staff vacancy and he asked how this was going to be addressed. He also asked whether the staff savings regarding the Nuisances service was due to a vacancy or for some other reason. The Senior Accountant agreed to investigate these matters and report her findings back to the Committee.

It was resolved to:

- A)** Note that the Committee was currently projecting a year-end underspend of £382,000 on its revenue budget of £6,842,567.
- B)** Note that the Committee has a projected capital programme outturn of £12,789,751, which was in line with the revised budget.

#### **41. Service Delivery Plan – 6 Month Performance Update**

Isabel Edgar, Director Operations, presented a report, AA90 previously circulated, which updated the Committee on the Service Delivery Plans for 2025/26.

In reply to Cllr David Brown, the Director Operations stated that the half year update for the performance measure to assist 55 households in reducing their energy costs should be “Target on track” and not “Target exceeded”.

Cllr Mark Inskip asked the following questions:

- On the performance measure “Community engagement”, what were the six engagement events and how was the feedback on the Council’s communication sought?
- What was the percentage return rate for the customer satisfaction surveys received?
- What were the targets for the percentage of waste calls and emails resolved at the first point of contact?
- Do we know what form of assistance was received by the 112 customers who made a benefit claim?
- How was the benchmark figure for Council’s website carbon emissions calculated?

The Director Operations agreed to provide responses to the above questions and report them back to the Committee.

In reply to Cllr John Trapp, the Director Operations agreed to liaise with the Director Finance regarding the possible benefits that artificial intelligence could make to the Council.

It was resolved:

To note the report.

#### **42. Anglia Revenues Benefit Joint Committee Minutes**

The Committee received the minutes from the Anglia Revenues Benefit Joint Committee meeting on 9<sup>th</sup> September 2025.

It was resolved:

To note the Minutes of the Anglia Revenues & Benefits Joint Committee meeting on 9<sup>th</sup> September 2025.

**43. Forward Agenda Plan**

The Committee considered its Forward Agenda Plan. It was expected that the results of the first consultation regarding the PSPO would be discussed at the Committee's meeting on 23<sup>rd</sup> March 2026.

It was resolved to:

Note the Forward Agenda Plan

**44. Exclusion of the Press and Public**

Clr David Brown proposed and the Vice Chair seconded that the meeting should go into private session. It was resolved unanimously:

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 Category 3 of Part 1 Schedule 12A to the Local Government Act 1972 (as amended).

**45. East Cambs Street Scene Management Accounts for the 3 months to September 2025 - EXEMPT**

The Committee considered a report, AA91 previously circulated, which considered the ECSS Management Accounts for the 6 months to September 2025.

It was resolved that:

The ECSS Management Accounts for the 6 months to September 2025 be noted.

The meeting concluded at 5:09 pm

Chair .....

Date.....