

**Title: Annual Reports from Representatives on Outside Bodies**

Committee: Operational Services Committee

Date: 22 June 2026

Author: Senior Democratic Services Officer

Report number: AB22

Contact officer: Patrick Adams

Senior Democratic Services Officer

Patrick.Adams@eastcambs.gov.uk, 01353 616298, Room 214, The Grange, Ely

**Issue**

1. To receive the annual reports from Council representatives on Outside Bodies within the responsibility of the Operational Services Committee.

**Recommendations**

2. That the annual reports from Council representatives on Outside Bodies within the responsibility of the Operational Services Committee be noted (Appendix 2).

**Background/Options**

3. The Council’s Constitution specifies in the Terms of Reference for the Operational Services Committee that it should appoint representatives to Outside Bodies within its remit, from the wider membership of Council, for a period of up to 4 years. The most recent appointments were made at the Operational Services Committee meeting held on 23 June 2025.
4. The list of Outside Bodies currently within the remit of the Operational Services Committee is attached as Appendix 1, which includes the names of the appointed representatives.
5. Attached as Appendix 2 are the relevant pages of the Outside Bodies Booklet which detail the aims and activities of the Outside Bodies within the remit of the Operational Services Committee, and the annual reports from the Council representatives.

**Arguments/Conclusions**

6. Members are asked to note the reports received from the 2024-26 representatives.

**Additional Implications Assessment**

<b>Financial</b> <b>No</b>	<b>Legal</b> <b>No</b>	<b>Human Resources (HR)</b> <b>No</b>
<b>Equality Impact Assessment (EIA)</b> <b>No</b>	<b>Carbon Impact Assessment (CIA)</b> <b>No</b>	<b>Data Protection Impact Assessment (DPIA)</b> <b>No</b>

## **Appendices**

Appendix 1: Summary of the Outside Bodies and representatives for 2024-25 under the remit of the Operational Services Committee.

Appendix 2: The relevant pages of the Outside Bodies Booklet which detail the aims and activities of the Outside Bodies within the remit of the Operational Services Committee, and the annual reports of the Council representatives

## **Background documents**

[Representation on outside bodies | East Cambridgeshire District Council](#)

## Appendix 1

### **OPERATIONAL SERVICES COMMITTEE OUTSIDE BODIES REPRESENTATIVES 2025-26**

ORGANISATION	REQUIRED REPRESENTATIVES	APPOINTMENT(S)	ECDC CONTACT OFFICER
Cambridgeshire County Council Adults and Health Committee	1 Lead Member and 1 Substitute	Cllr Keith Horgan ( <i>as Lead Member</i> ) Cllr Julia Huffer ( <i>as Substitute</i> )	Environmental Services Manager: Nick Baker
Cambridgeshire Police & Crime Panel	1 Lead Member and 1 Substitute	Cllr Christine Whelan ( <i>as Lead Member</i> ) Cllr Ross Trent ( <i>as Substitute</i> )	Communities & Partnerships Manager: Lewis Bage
Citizens Advice West Suffolk	1 Lead Member and 1 Substitute	Cllr Alan Sharp ( <i>as Lead Member</i> ) Cllr Julia Huffer ( <i>as Substitute</i> )	Communities & Partnerships Manager: Lewis Bage
Community Safety Partnership	1 Lead Member, 1 Member, and 2 Substitutes	Cllr Christine Ambrose Smith ( <i>as Lead Member</i> ) Cllr Martin Goodearl ( <i>as Member</i> ) Cllr Keith Horgan ( <i>as Substitute</i> ) Cllr Alan Sharp ( <i>as Substitute</i> )	Neighbourhood & Community Safety Team Leader: Emma Graves
Historic England – Heritage Champion	1	Cllr Lucius Vellacott	Conservation Officer: Christopher Partrick
Paradise Centre Management Committee, Ely	1	Cllr Martin Goodearl	Leisure & Active Lifestyles Manager: Martin Grey
RECAP Board	1	Cllr Julia Huffer	Environmental Services Manager: Nick Baker

## Appendix 1

Sanctuary Housing Services Ltd – East Cambridgeshire Management Committee	2	Cllr Christine Ambrose Smith Cllr Alan Sharp	Housing & Community Advice Manager: Angela Parmenter
Soham and District Sports Association	2	Cllr Ian Bovingdon Cllr Lucius Vellacott	Leisure & Active Lifestyles Manager: Martin Grey

EAST CAMBRIDGESHIRE DISTRICT COUNCIL



REPRESENTATION ON OUTSIDE BODIES  
WITHIN THE REMIT OF THE  
OPERATIONAL SERVICES COMMITTEE  
2025-26

(Including reports from representatives for 2025-26)

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

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

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

## **AIMS AND ACTIVITIES**

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

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

<b>Representatives for 2025/26:</b>	<b>Cllr Keith Horgan (<i>Lead Member</i>)</b> <b>Cllr Julia Huffer (<i>Substitute</i>)</b>
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## **REPORTS FROM 2025/26 REPRESENTATIVES**

Cllr Keith Horgan (Attended all five meetings and online meetings)

- (i) One element in the ECDC Corporate Plan is to "Support our residents to live happy and healthy lives". Scrutinising the activities of health service provision is key to us achieving our commitments.
- (ii) Continued representation is vital to our mission as is the primary way of focusing on the quality of services delivered for physical and mental health. The committee work programme is regularly reviewed and updated to ensure it is relevant to resident's needs.
- (iii) The committee have discussed items such as the performance of the East of England Ambulance Service, the provision of mental health support from the Cambridge & Peterborough Foundation Trust, the Integrated Care Board proposals for cost reduction and reconfiguration, provision of NHS dental services, the Delivery of the NHS 10 Year Plan in Cambridgeshire and others is a wide ranging work programme.

# CAMBRIDGESHIRE POLICE & CRIME PANEL

## AIMS AND ACTIVITIES

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

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

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

**Representatives for 2025/26:** **Cllr Christine Whelan (*Lead Member*)**  
**Cllr Ross Trent (*Substitute*)**

## REPORTS FROM 2025/26 REPRESENTATIVES

Cllr Christine Whelan (attended 5 of 6 meetings)

### **Summary of key issues**

The July 2025 meeting considered the Commissioner's Annual Report 2024/25 and the wider Police and Crime Plan priorities. Reported progress included improved 999 and 101

## Appendix 2

call handling, additional visible patrols in hotspot areas, support for Community Safety Partnerships, serious violence prevention work and £2.4m invested in victim and witness support services. The Annual Report also stated that recorded crime had fallen by 2% compared with 2023/24, although some categories had increased, including anti-social behaviour, theft from the person, possession of weapons and shoplifting.

At the September 2025 meeting, the Panel focused on Early Intervention and Prevention and a Delivery Plan update. The minutes record discussion of knife crime, firearms licensing backlogs, serious violence prevention, community safety partnerships, youth work, offender rehabilitation and the need for stronger engagement with local Community Safety Partnership meetings. The Panel noted that £600,000 of Serious Violence Funding had been allocated to specific departments to assist prevention work.

The November 2025 papers focused heavily on support for victims and witnesses, commissioning and budget pressures. The PCC reported that more than 6,000 victims had received support between April and September 2025, with over 1,300 people reporting improved health and wellbeing and over 1,500 reporting increased feelings of safety. The same papers recorded 378 referrals to the ISVA service and 296 referrals for emotional support through the countywide sexual violence support service in the first six months of 2025/26.

The commissioning report is particularly relevant to district councils because it identifies partnership working with local authorities, Domestic Abuse and Sexual Violence Partnership teams and Community Safety Partnerships. The OPCC reported oversight of a £6.7m commissioning and grants budget, managing 54 funding awards across 41 providers in 2025/26.

The January 2026 meeting considered the 2026/27 precept and medium-term financial position. The minutes record significant financial pressure: total funding of approximately £220.5m if the precept rise was agreed, an initial £18m cost pressure, and £6.5m savings needed to balance the budget. Members also raised firearms licensing, Ely Police Station, population growth, the lack of physical police presence north of Milton, digital exclusion, and the continued case for fairer funding for Cambridgeshire.

The March 2026 papers completed the cycle of Police and Crime Plan monitoring, including Safe Communities and Tackling Crime and Anti-Social Behaviour. The papers reported that Cambridgeshire ranked highly for trust and confidence, remained the fourth lowest funded force, and received £247 per head compared with a national average of £278. The Panel was asked to support delivery by encouraging crime reporting, linking with CSPs, supporting anti-social behaviour work through council portfolios and sharing OPCC communications and surveys.

### **Implications for East Cambridgeshire**

For East Cambridgeshire, the most relevant themes are neighbourhood policing visibility, rural crime, anti-social behaviour, victim support, domestic abuse, serious violence prevention, firearms licensing, digital exclusion and the physical accessibility of policing services. The Panel papers show clear reliance on local partnership structures, particularly Community Safety Partnerships. ECDC should therefore continue to use its CSP role to press for visible local policing, timely intelligence sharing, accessible victim pathways and clear escalation routes for district-specific concerns.

### **Recommended action**

East Cambridgeshire District Council is asked to continue engaging through the Community Safety Partnership, local Police and Crime Panel representatives and the OPCC to ensure East Cambridgeshire priorities are reflected in future delivery plans, commissioning decisions and budget representations.

Cllr Ross Trent (substitute)  
(Not required.)

### CITIZENS ADVICE WEST SUFFOLK

#### AIMS AND ACTIVITIES

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

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

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

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

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

<b>Representatives for 2025/26:</b>	<b>Cllr Alan Sharp (<i>Lead Member</i>)</b> <b>Cllr Julia Huffer (<i>Substitute</i>)</b>
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#### REPORTS FROM 2025/26 REPRESENTATIVES

Cllr Alan Sharp – Attended 3 out of 7 meetings

The CAB meetings offer the ability to attend online, so this increases the ability to attend.

ECDC gives an annual grant to West Suffolk CAB, so it is important that we take an active part in the workings of the bureau.

The CAB performs an important function for the residents of East Cambridgeshire, especially in the southern part of the district.

A continued presence is required on this body.

## **COMMUNITY SAFETY PARTNERSHIP**

### **AIMS AND ACTIVITIES**

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

<b>Representation:</b>	Two Members and two Substitutes
<b>Status of Member:</b>	ECDC representative. Lead Member has voting rights.
<b>No. meetings per year:</b>	4
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Neighbourhood & Community Safety Team Leader, Emma Graves
<b>Representatives for 2025/26:</b>	<b>ClIr Christine Ambrose-Smith(Lead Member)</b> <b>ClIr Martin Goodearl</b> <b>ClIr Keith Horgan (Substitute)</b> <b>ClIr Alan Sharp (Substitute)</b>

### **REPORTS FROM 2025/26 REPRESENTATIVES**

ClIr Christine Ambrose Smith (not received)

ClIr James Lay (not received)

ClIr Keith Horgan (substitute)  
(Not required.)

ClIr Alan Sharp (Substitute)  
(Not required.)

### HISTORIC ENGLAND – HERITAGE CHAMPION

#### AIMS AND ACTIVITIES

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

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

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

<b>Representation:</b>	One Member
<b>Status of Member:</b>	Champion
<b>No. meetings per year:</b>	0
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Conservation Officer, Christopher Partrick
<b>Representative for 2025/26:</b>	<b>Cllr Lucius Vellacott</b>

#### REPORT FROM 2025/26 REPRESENTATIVE

Cllr Lucius Vellacott

The Heritage Champion role is key to the Corporate Objective of sustainable communities, as it is a platform for considering heritage matters in the planning process.

Continued representation is worthwhile due to the benefits of provided elected member oversight on functions which protect our rich heritage in East Cambridgeshire. However, more frequent formal engagement (meetings, email updates etc.) with the relevant officers would be necessary to bring the role up to the standard that it could achieve. At present, the Heritage Champion is not as included in the Council's extensive heritage work as they could be.

My personal highlight of the last year, and the most relevant activity from the role, was the granting of Grade II Listed status to Fen Cottage at Wicken Fen. More broadly, I have championed heritage issues in the planning process and considered them through my other functions as a councillor when scrutinising our service provision.

**PARADISE CENTRE MANAGEMENT COMMITTEE**

**AIMS AND ACTIVITIES**

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

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

**Representative for 2025/26:** Cllr Martin Goodearl

**REPORTS FROM 2025/26 REPRESENTATIVE**

Cllr Martin Goodearl – not received

### RECAP BOARD

#### AIMS AND ACTIVITIES

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

The RECAP Board shall:

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

<b>Representation:</b>	One Member
<b>Status of Member:</b>	ECDC representative. Decision-maker.
<b>No. meetings per year:</b>	4
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Environmental Services Manager, Liz Knox
<b>Representative for 2025/26:</b>	<b>Cllr Julia Huffer</b>

#### REPORT FROM 2025/26 REPRESENTATIVE

Cllr Julia Huffer (not received)

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

## **AIMS AND ACTIVITIES**

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

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

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

<b>Representation:</b>	Two Members
<b>Status of Member:</b>	Decision-maker (limited)
<b>Approx. no. of meetings per year:</b>	4
<b>Expenses paid by organisation:</b>	Travel
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Housing & Community Advice Manager, Angela Parmenter
<b>Representatives for 2025/26:</b>	<b>Cllr Christine Ambrose-Smith</b> <b>Cllr Alan Sharp</b>

## **REPORTS FROM 2025/26 REPRESENTATIVES**

### Cllr Alan Sharp

The Outside Body of Sanctuary Housing is an important part of the district, as with 4,000 homes owned by Sanctuary Housing within the East Cambridgeshire area, the organisation forms a crucial role in providing solid reliable housing for many of our residents.

One of the main areas of discussion was the reduction of unavailable properties, due to long delays in repairs being undertaken prior to the reletting of the property. Sanctuary achieved a marked reduction in reducing these numbers during the year, for which they should be thanked.

However, the main area of concern of Sanctuary tenants is repairs and I think that there should be a more forensic examination of the repairs department and how that works and I intend to pick up on that at the next meeting.

Cllr Christine Ambrose Smith (not received)

