



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Cambridgeshire & Peterborough Combined Authority

Reports from Constituent Council Representatives on the Combined Authority

Audit and Governance Committee
30 June 2022
Councillor David Brown

Overview and Scrutiny Committee
13 June 2022
Councillor Lorna Dupré
Councillor Alan Sharp

Combined Authority Board
Extraordinary meeting- 20 May 2022, reconvened 8 June 2022
Annual Meeting- 8 June 2022, reconvened Monday 27 June 2022
Councillor Anna Bailey

The above meetings have taken place in June 2022.

Audit and Governance Committee – 30 June 2022

The Audit and Governance Committee met on 30 June 2022; the decision summary is attached as Appendix 1.

Overview and Scrutiny Committee – 13 June 2022

The Overview and Scrutiny Committee met on 13 June 2022; the decision summary is attached as Appendix 2.

Combined Authority Board – 20 May 2022, reconvened 8 June 2022,
and 8 June 2022, reconvened Monday 27 June 2022

The Combined Authority Board met on 20 May 2022, reconvened 8 June 2022, and
8 June 2022, reconvened Monday 27 June 2022; the decision summaries are
attached as Appendices 3 and 4.

The agendas and minutes of the meetings are on the Combined Authority's website
– Link in the appendices.

Audit and Governance Committee Decision Summary

Meeting: 30 June 2022

Agenda/Minutes: [Audit and Governance Committee – 30 June 2022](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting – to follow

Overview and Scrutiny Committee Decision Summary

Meeting: 13 June 2022

Agenda/Minutes: [Overview and Scrutiny Committee – 13 June 2022](#)

Chair: Cllr Lorna Dupré

Summary of decisions taken at this meeting

| Item | Topic | Decision [<i>None of the decisions below are key decisions</i>] |
|------|--|---|
| 1. | Apologies | Cllr R Robertson, Cambridge City Council substituted by Cllr S Smith Cllr M Goldsack, Cambridgeshire County Council. There were no declarations of interest. |
| 2. | Election of Chair of the Committee | There were two nominations. Following a vote: <u>RESOLVED</u> That Cllr L Dupre be elected Chair of the Overview and Scrutiny Committee for the municipal year 2022-23. |
| 3. | Election of Vice-Chair of the Committee | There was a single nomination. <u>RESOLVED</u> That Cllr A Sharp be elected Vice-Chair of the Overview and Scrutiny Committee for the municipal year 2022-23. |
| 4. | Minutes of the Previous Meeting and Action Log | The minutes of the meeting held on the 28 March 2022 were approved as a correct record. |
| 5. | Public Questions | There were no public questions. |

| Item | Topic | Decision [<i>None of the decisions below are key decisions</i>] | | | | | | | | | | | | | | |
|---|------------------------------------|--|----------------------------|----------------|--------------------------|------------------------------------|--------------------------|---------------------|---|---------------|---------------------------------|------------|--------------------------------------|------------|------------------------|--------------|
| 6. | Appointment of Lead Members | <p><u>RESOLVED:</u> That the Committee confirm the following appointments:</p> <table border="0"> <tr> <td>Lead Member for Transport:</td> <td>Cllr D Baigent</td> </tr> <tr> <td>Lead Members for Skills:</td> <td>Cllr A Coles and Cllr A Miscandlon</td> </tr> <tr> <td>Lead Member for Housing:</td> <td>Cllr A Van de Weyer</td> </tr> <tr> <td>Lead Member for Climate Change & Environment:</td> <td>Cllr M Atkins</td> </tr> <tr> <td>Lead Member for Business Board:</td> <td>Cllr D Dew</td> </tr> <tr> <td>Rapporteur for the Bus Reform Review</td> <td>Cllr A Hay</td> </tr> <tr> <td>Rapporteur for One Cam</td> <td>Cllr A Sharp</td> </tr> </table> | Lead Member for Transport: | Cllr D Baigent | Lead Members for Skills: | Cllr A Coles and Cllr A Miscandlon | Lead Member for Housing: | Cllr A Van de Weyer | Lead Member for Climate Change & Environment: | Cllr M Atkins | Lead Member for Business Board: | Cllr D Dew | Rapporteur for the Bus Reform Review | Cllr A Hay | Rapporteur for One Cam | Cllr A Sharp |
| Lead Member for Transport: | Cllr D Baigent | | | | | | | | | | | | | | | |
| Lead Members for Skills: | Cllr A Coles and Cllr A Miscandlon | | | | | | | | | | | | | | | |
| Lead Member for Housing: | Cllr A Van de Weyer | | | | | | | | | | | | | | | |
| Lead Member for Climate Change & Environment: | Cllr M Atkins | | | | | | | | | | | | | | | |
| Lead Member for Business Board: | Cllr D Dew | | | | | | | | | | | | | | | |
| Rapporteur for the Bus Reform Review | Cllr A Hay | | | | | | | | | | | | | | | |
| Rapporteur for One Cam | Cllr A Sharp | | | | | | | | | | | | | | | |
| 7. | Overview & Scrutiny Work Programme | <p>The Committee received a report which requested that members discuss and agree items that they would like to be added to the work programme for the municipal year 2022-23.</p> <p><u>RESOLVED</u> That the following items be added to the work programme:</p> <ul style="list-style-type: none"> • The Governance Review and the functioning of the CA. This to be a standing item for meetings over the next six months; • CA Housing Purpose and Function; • Local Transport and Connectivity Plan. This to be an agenda item for the September meeting. An informal briefing beforehand may be needed to inform and influence the report before it is issued; • Climate Change and a report on the delivery of the Action Plan; • Mayoral Question Time, both public and scrutiny sessions; • Scrutiny of the Budget and a review of quarterly accounts | | | | | | | | | | | | | | |
| 8. | Co-opted Independent Member | <p>The co-option of an independent member from one of the constituent councils was considered by the Committee. There was some discussion on the focussing on the legislation that does not allow for the consideration of independent members when calculating political proportionality. It was:</p> | | | | | | | | | | | | | | |

| Item | Topic | Decision <i>[None of the decisions below are key decisions]</i> |
|------|-----------------|--|
| | | <p><u>RESOLVED</u> That the Overview and Scrutiny Committee do not appoint a co-opted member for the municipal year 2022-23</p> |
| 9. | One CAM Closure | <p>The Committee heard that all the necessary paperwork to close the One CAM Limited company has been completed internally at the CPCA, in terms of the company accounts at closure and statements of compliance. Final closure is now in the hands of the company legal advisors and the formalities are taking place. It is anticipated that the final strike-off from Companies House will occur before the end of July.</p> <p>A further report would be brought to the Committee by the Rapporteur to include the public costs involved in the closure of the company.</p> |
| 10. | Housing Update | <p>Roger Thompson, Director of Housing presented a housing update to the Committee, speaking to the Combined Authority Board paper: Future Combined Authority Housing Purpose and Function across the CPCA area. It was highlighted that the paper had been prepared through a collaborative process and workshops had been held with delivery partners, and the officers and leaders of the constituent councils.</p> <p>During discussion several points were raised including:</p> <ul style="list-style-type: none"> • that whilst it was important that the CPCA was ready to take on opportunities as they arose, any retained skills and capacity should be fully exploited and not underutilised for any length of time • there are pressures in the construction industry and that there were linkages to be enhanced within the area of skills and economic growth, including supporting modern methods of construction • the CPCA had been severely restricted by the conditions applied by DHLUC between March 2021 and March 2022 and that schemes had |

| Item | Topic | Decision <i>[None of the decisions below are key decisions]</i> |
|------|-------------------------------|--|
| | | <p>operated largely in the north and centre of the area as that was where they had the ability to intervene</p> <p>The role of Community Land Trusts was also discussed. Following the discussion it was:</p> <p><u>RESOLVED</u></p> <p>That the draft minutes for the Housing Update item be sent to the CA Board for consideration at the next CA Board meeting when the report, Future Combined Authority Housing Purpose and Function, would be discussed.</p> |
| 11. | Date and Time of Next Meeting | The next meeting would be on Monday, 25 July at 11:00. The venue would be Pathfinder House, Huntingdon. |

Combined Authority Board Decision Summary- Extraordinary Meeting

Meeting: 20 May 2022, reconvened 8 June 2022

Agenda/Minutes: [Combined Authority Board - 20 May 2022, reconvened 8 June 2022](#)

Chair: Mayor Dr Nik Johnson

Summary of decisions taken at this meeting

Part 1 - Governance Items

1.1 Announcements, Apologies for Absence and Declarations of Interest

On Friday 20 May 2022 apologies for absence were received from Mayor Dr Nik Johnson; Councillor Bridget Smith, substituted by Councillor John Williams; Professor Andy Neely, Acting Chair of the Business Board; and Jan Thomas, Integrated Care Partnership.

On the resumption of the meeting on 8 June 2022 apologies for absence were received from Mayor Dr Nik Johnson; Councillor Chris Boden; Councillor Bridget Smith, substituted by Councillor John Williams; Councillor Edna Murphy, Fire Authority and Jan Thomas, Integrated Care Partnership.

There were no declarations of interest.

1.2 Public Questions

No public questions were received.

2.2 Part 2 – Combined Authority Decisions

Exclusion of the press and public

It was resolved that the press and public be excluded from the meeting on the grounds that the agenda contains exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended, in that it would not be in the public interest for this information to be disclosed: information relating to an individual; information which is likely to reveal the identity of an individual; and the financial or business affairs of any particular person (including the authority holding that information).

2.1 In light of the matters listed in Confidential Appendix 1 [at exempt appendix 3 to this report], and the full investigation process already underway following a decision under the Member Conduct Complaints Procedure by the Combined Authority's Monitoring Officer, the CPCA Board:

- a) fully supports that investigation process and does not support or welcome any interference or prejudgement by Board members during that process, or see any justification to cause the Mayor himself to prejudge the outcome.
- b) supports, on its conclusion, consideration of any recommendations by the Combined Authority and its Audit and Governance Committee and that any such recommendations are published, according to the clear and proper review processes defined in the Constitution.

2.3 Transition Planning

It was resolved:

1. In relation to the Chief Executive Officer to:
 - a) Approve Recommendation 1a.

2. In relation to the Acting Chief Executive Officer to:
 - a) Note the contents of the delegation made in respect of the outgoing Chief Executive Eileen Milner, to Paul Raynes.
 - b) Note that a settlement recommendation will be issued to the Board shortly relating to the resignation of Paul Raynes.
3. In relation to interim arrangements:
 - a) To note the proposals set out in this report regarding the appointment of an interim CEX.
4. In relation to interim arrangements – Improvement Board:
 - a) To note the recommendations set out in this report relating to the establishment of an Improvement Board for CPCA
 - b) To mandate the Head of Paid Service and the S73 Chief Finance Officer, working together with the CPCA chief executives' group, to open discussions with DLUHC about the options for assistance in response to the concerns raised in the Authority's external auditors' letter dated 1 June 2022 and report back to the Board by its next meeting date.
5. In relation to the Member Officer Protocol:
 - a) Agree to follow the principles set out in the DRAFT Member Officer Protocol attached at Appendix A pending the formal adoption following review by the Audit and Governance Committee.
 - b) Request that the Audit & Governance Committee review the DRAFT Member Officer Protocol and make recommendations on its content to the Board for consideration at the earliest opportunity

Combined Authority Board Decision Summary- Annual General Meeting

Meeting: 8 June 2022, reconvened 27 June 2022

Agenda/Minutes: [Combined Authority Board - 24 November 2021](#)

Chair: Mayor Dr Nik Johnson

Summary of decisions taken at this meeting

Part 1 - Governance Items

1.1 Announcements, Apologies for Absence and Declarations of Interest

On 8 June 2022, the Mayor announced his appointment of Councillor L Nethsingha as Non-Statutory Deputy Mayor.

Apologies were received from Councillor C Boden, substituted by Councillor J French; Co-opted Member D Preston – Police and Crime Commissioner, substituted by J Peach; Co-opted Member Councillor E Murphy – Fire Authority; Co-opted member J Thomas – Integrated Care Partnership.

There were no declarations of interest.

On the resumption of the meeting on 27 June 2022, apologies for absence were received from Councillor C Boden; D Preston, Police and Crime Commissioner, substituted by J Peach, Deputy Police and Crime Commissioner; Councillor E Murphy, Chair of the Fire Authority; and Jan Thomas, Integrated Care Partnership.

Professor Andy Neely made a declaration of interest in relation to Item 4.2: Local Growth Fund Recycled Funding Proposals in that he is a member of the Board of Cambridge &. He stated that he has no financial interest in the organisation and receives no salary or remuneration.

1.2 Minutes – 30 March 2022 and Action Log

The minutes of the meeting on 30 March 2022 were approved as an accurate record and signed by the Mayor.

The Action Log was noted.

1.3 Petitions

No petitions were received.

1.4 Public Questions

One public question was received from Antony Carpen, a local resident. A copy of Mr Carpen's question and the response (when published) can be viewed on the [meeting webpage](#).

1.5 Membership of Combined Authority 2022-23

It was resolved to:

- a) Note the Members and substitute Members appointed by constituent councils to the Combined Authority for the municipal year 2022/2023 (Appendix 1).
- b) Confirm that the following bodies be given co-opted member status for the municipal year 2022/23:
 - (i) The Police and Crime Commissioner for Cambridgeshire.
 - (ii) Cambridgeshire and Peterborough Fire Authority.
 - (iii) Cambridgeshire and Peterborough Clinical Commissioning Group.
- c) Note the named representative and substitute representative for each organisation as set out in the report.
- d) Agree that any late notifications of appointments to the Monitoring Officer shall take immediate effect.

1.6 Appointments to Executive Committees, Committee Chairs and Lead Members

It was resolved to:

- a) Note and agree the Mayor's nominations to Lead Member responsibilities and the membership of the committees including the Chairs of committees for 2022/23 as set out in revised Appendix 1.
- a) Note the Committee Members and substitute Members appointed by constituent councils to the Combined Authority for the municipal year 2022/23 (revised Appendix 1).
- b) Note and agree the membership for the Employment Committee for 2022/23 (revised Appendix 1).

1.7 Appointment of the Overview and Scrutiny Committee 2022/23

It was resolved to:

- a) Confirm that the size of the Overview and Scrutiny Committee should be 14 members; two members from each constituent council and two substitute members for the municipal year 2022/23.
- b) Agree the political balance on the committee as set out in Appendix 1.
- c) Confirm the appointment of the Member and substitute Member nominated by constituent councils to the Overview and Scrutiny Committee for the municipal year 2022/23 as set out in Appendix 2.
- d) Request that the Overview and Scrutiny Committee consider the co-option of an independent member from a Constituent Council.

1.8 Appointment of the Audit and Governance Committee 2022/23

It was resolved to:

- a) Confirm that the size of the Audit and Governance Committee should be eight members; one member and one substitute from each constituent council and one independent person.
- b) Agree the political balance on the Committee as set out in Appendix 1.
- c) Confirm the appointment of the Members and substitute Members nominated by Constituent Councils to the Committee for the municipal year 2022/23 as set out in Appendix 2.
- d) Appoint the independent person as Chair for the municipal year 2022/23 and delegate the election of the Vice Chair to the Audit and Governance Committee.

1.9 Engagement with Department for Levelling Up, Housing and Communities

It was resolved to:

- a) Consider this update;
- b) Give initial consideration to the issues raised in the EY letter of 1 June;
- c) Give guidance to officers for their further engagement with DLUHC; and
- d) Request officers to work with DLUHC and the LGA to progress the concept of an Improvement Board.

1.10 Appointment of Interim Chief Executive Officer

It was resolved to:

- a) Note the contents of this report.
- b) To receive and agree the recommendation made by the Members of the Employment Committee at the meeting on 24 June 2022 that the preferred candidate be appointed to the position of Interim Chief Executive/Head of Paid

Service for the Combined Authority with effect from a start date to be agreed by the preferred candidate and the Interim Assistant Director of HR.

Part 2 – Mayoral Decisions

2.1 Local Highways Maintenance Grant Allocation 2022/23

Having consulted the Combined Authority Board, the Mayor allocated grants totalling £27,695,000 to Cambridgeshire County Council (CCC) and Peterborough City Council (PCC) in line with the Department for Transport formula for determining each council's share as set out below:

| | Total |
|-------------------------------|--------------------|
| Cambridgeshire County Council | £21,955,000 |
| Peterborough City Council | £5,740,000 |
| Total | £27,695,000 |

2.2 MDN 24-2020: X3 Bus Service between Huntingdon and Addenbrookes and MDN 32-2021: Change to the Officer Delegated Authority under Mayoral Decision Notice 28-2020

It was resolved to:

- a) Note Mayoral Decision Notice MDN 24-2020: X3 Bus Service between Huntingdon and Addenbrookes.
- b) Note Mayoral Decision Notice MDN 32-2021: Change to the Officer Delegated Authority under MDN 28-2020.

Part 3 – Combined Authority Decisions

3.1 Future Combined Authority Housing Purpose and Function

It was resolved to:

- a) Note the proposed role for the Combined Authority in supporting the future delivery of housing, specifically to;
 - i. Maintain the oversight of the build out of the affordable housing programme and the re-payment of the Loan Book.
 - ii. Maintain a housing expertise and skills presence, retaining housing officer capability and skills providing capability to respond to future housing initiatives and opportunities, including those identified at the Member workshop.
 - iii. Task the Chief Executive to consider how best to reorganise resources to deliver these functions as part of the Even Better transformation programme.
- b) Approve the community led housing policy as previously approved by the Housing and Communities Committee on 10 January 2022 (attached in Appendix 4 to this report).
- c) Instruct officers to prepare a report for a future Combined Authority Board meeting on options for, and impacts, of the closure and winding up of Angle Developments (East) Limited and Angle Holdings Limited.
- d) Refer the report to the Housing and Communities Committee to consider the future role for the Combined Authority on funding co-ordination, skills and community housing.

3.2 Climate and Strategy Business Cases

It was resolved to:

- a) Approve the Business Case for Care Home Retrofit project and approve £2m from subject to approval line in the MTFP.
- b) Approve the Business Case for Logan's Meadow Local Nature Reserve Wetland Extension project and approve £280,000 from subject to approval line in the MTFP.
- c) Approve the Business Case for the Natural Cambridgeshire project and approve £210,000 from the subject to approval line in the MTFP.
- d) Approve the Business Case for the Nature and Environment Investment Fund project and approve £1m from the subject to approval line in the MTFP.
- e) Approve the Business Case for the Net Zero Villages Programme and approve £1m from the subject to approval line in the MTFP.
- f) Approve the Business Case for the Doubling Nature Metrics project and approve drawdown of £125,000 from the subject to approval line in the MTFP.
- g) Approve the Business Case for the City Portrait project and approve drawdown of £80,000 from the subject to approval line in the MTFP.

3.3 Levelling Up Fund Round 2

It was resolved to:

- a) Approve Peterborough Station Quarter as the Transport Only bid for the Cambridgeshire and Peterborough Combined Authority for the Levelling Up Fund Round 2.

- b) Delegate authority to the Interim Head of Transport, in consultation with the Chief Finance Officer and the Monitoring Officer to approve and submit the completed application.

3.4 Active Travel: Peterborough

It was resolved to:

- a) Approve the drawdown of £750,000 of Active Travel Funding from the Medium-Term Financial Plan for a Feasibility Study and construction of improvements to the Peterborough Green Wheel;
- b) Approve the drawdown of £3,427,800 of Active Travel Funding from the Medium-Term Financial Plan for a Full Business Case new pedestrian footbridge linking Fletton Quays and the Embankment area in Peterborough, subject to the Department for Levelling Up, Housing and Communities approving the Towns Fund bid.
- c) Delegate authority to the Interim Head of Transport in consultation with the Chief Finance Officer and Monitoring Officer, to conclude a Grant Funding Agreement with Peterborough City Council to enable work to progress.

3.5 Expansion of the Careers Hub

It was resolved to:

- a) Accept and allocate Careers and Enterprise Company grant funding of £289,800 for an extended careers hub in 2022-23;
- b) Approve the recruitment of two new positions of Operations Manager and Project Officer Assistant, employed by the Combined Authority.

3.6 Multiply Local Investment Plan

It was resolved to:

- a) Note the draft Local Investment Plan for the Multiply Programme and its submission to the Department for Education.
- b) Delegate authority to the Chief Executive, in consultation with the Chief Finance Officer and Monitoring Officer, to approve the final version of the Local Investment Plan for the Multiply Programme for submission to the Department of Education.

Part 4 – Business Board recommendations to the Combined Authority

4.1 Economic Growth Strategy

It was resolved to approve the Economic Growth Strategy for Cambridgeshire and Peterborough.

4.2 Local Growth Fund Recycled Funding Proposals

It was resolved to:

- a) Approve a revised grant funding offer for the projects ranked 1, 2 and 3 in the table at paragraph 2.9 of the report to the Business Board on 9 May 2022; and
- b) Decline projects ranked 4 and below, based on the funding not being available for all remaining projects.

Part 5 – Governance Reports

5.1 Annual Report and Business Plan

It was resolved to approve the 2022/23 Annual Report & Business Plan.

5.2 Report of the Independent Remuneration Panel

The report was withdrawn.

5.3 Audit and Governance Committee Annual Report 2021/22

It was resolved to note the Annual Report of the Chair of Audit and Governance Committee for 2021/22 (Appendix 1) and provide any feedback to the Committee.

5.4 Overview and Scrutiny Committee Annual Report

It was resolved to:

- a) Note the Annual Report of the Overview and Scrutiny Committee (Appendix 1).
- b) Note the Committee's feedback on the Centre for Governance and Scrutiny's review (Appendix 2).

5.5 Calendar of Meetings 2022-23

It was resolved to approve the Calendar of Meetings for 2022/23 (Appendix 1).

5.6 Annotated Forward Plan

It was resolved to approve the Annotated Forward Plan.

COMMUNITY GOVERNANCE REVIEW – BURROUGH GREEN/WESTLEY WATERLESS PARISH BOUNDARY

Committee: Council

Date: 14th July 2022

Author: Adrian Scaites-Stokes, Democratic Services Officer

[X34]

1.0 ISSUE

1.1 To consider a change to the parish boundary between the parishes of Burrough Green and Westley Waterless via a Community Governance Review.

2.0 RECOMMENDATION(S)

2.1 That the results of the Stage 1 Community Governance Review consultation (as paragraph 3.4 of this report) be noted.

2.2 That the Stage 2 Community Governance Review consultation take place on the recommendation to change the parish boundary between the parishes of Burrough Green and Westley Waterless, as set out in the Terms of Reference, as Appendix 2.

2.2 That the final recommendations on the Community Governance Review be brought back to Council at its 20th October 2022 meeting.

3.0 BACKGROUND/OPTIONS

3.1 The Local Government and Public Involvement in Health Act 2007 devolved the powers to make recommendations to principal councils with regard to community governance within their areas. East Cambridgeshire District Council, therefore, has responsibility for undertaking Community Governance Reviews within its district to encourage ‘community empowerment’ at a local level. These Reviews cover a number of issues and include changing parish boundaries.

3.2 An application was received from Westley Waterless Village Meeting in February 2022, see Appendix 1, requesting a Community Governance Review of the parish boundary between Westley Waterless and Burrough Green.

3.3 As the petition was deemed acceptable, preparations were made to conduct a Community Governance Review with two consultation stages. Stage 1 involved consulting interested parties, see Appendix 3, with the Terms of Reference for the Review which included preliminary proposals for the boundary changes, see Appendix 2.

3.4 The Stage 1 consultation lasted three months and resulted in 14 responses. 3 were in favour of the proposals, 1 was neutral and 10 did not offer an opinion. There were no objections to the proposed boundary change.

3.5 The Stage 2 consultation would set out the recommendations made by this Council and would last for two months, with the intention to run it from 16th July through to 23rd September. A report is then intended to be brought back to the Council at its meeting on 20th October for final consideration of the resultant Community Governance Order.

3.6 The Council has a number of options when considering the Stage 2 consultation:

- Reject the recommendations – in this case the Review would cease and no boundary changes would take place.
- Amend the recommendations – this could be to exclude or include different properties and amend the proposed boundary changes accordingly, and these amendments would be included in the Stage 2 consultation.
- Approve the Stage 2 consultation with no changes.

4.0 ARGUMENTS/CONCLUSIONS

4.1 Following the end of the Stage 1, it is apparent that the consultees were content with the proposed parish boundary changes, as no objections or suggested amendments were received. Neither Burrough Green Parish Council nor Westley Waterless Parish Meeting provided any response, so it would appear that they would not be disconcerted with the proposed changes.

4.2 The responses in favour of the changes came from local residents in some of the houses that would be affected by the changes.

4.3 Therefore, with no objections and some support for the proposals, it is recommended to proceed to the Stage 2 consultation on the proposed boundary changes.

5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT/CARBON IMPACT ASSESSMENT

5.1 There are no financial implications for the District Council, as all costs are met within budget.

5.2 Equality Impact Assessment (EIA) not required at this stage but will be included with the final report.

5.3 Carbon Impact Assessment (CIA) not required at this stage but will be included with the final report.

6.0 APPENDICES

6.1 Appendix 1 - Copy of the letter from Westley Waterless Village Meeting

6.2 Appendix 2 - Copy of the Terms of Reference

6.3 Appendix 3 - List of Consultees

Background Documents

None

Location

Room 211
The Grange
Ely

Contact Officer

Adrian Scaites-Stokes, Democratic
Services Officer (Policy & Systems)
(01353) 616456 E-mail:
adrian.scaites-
stokes@eastcambs.gov.uk

Westley Waterless Village Meeting

westleywaterlessparish@gmail.com

Tel 07799 431211

09 Feb, 22

Dear Fellow Villagers

Ref: Electoral village boundary change

BY HAND & EMAIL

As discussed at our recent village meeting (minutes available upon request), a "village precept charge" is shown as a line item on all our council tax bills. This line item shows the local parish to which your money is paid and is calculated by the local parish where each house is registered, to cover local expenses agreed by that local parish.

Most of us are registered in Westley Waterless Parish (WW), however due to an anomalous village boundary line, some houses in WW or nearby are registered in Burrough Green Parish (BG). I understand most, if not all, of the BG registered residences located in WW pay a village precept that is calculated and collected by BG parish to fund BG village expenses.

Additionally, those houses located in WW and registered in BG must vote in BG (instead of WW) and some voters find such journeys difficult, especially elderly voters or those without a car. I understand BG registered residents vote for Woodditton councillors and WW registered residents vote for Bottisham councillors.

Last year, from the council tax bills presented to me, those houses located in WW and registered in BG paid a village precept around four times more (per house) than their immediate neighbours registered in WW. In addition, those houses registered in BG and located in WW have no formal input on the amount of village precept collected by WW or what those WW precept funds are spent on in the village where their house is located.

For these reasons, many villagers feel the current boundary is unfair, inconvenient, and divisive. They have made their feelings clear to me and requested I pursue a change in the village boundary to allow those houses located in WW (and registered in BG) to be registered in WW Parish going forward.

I have therefore requested East Cambridgeshire District Council (ECDC) Electoral Services, in conjunction with the Local Government Boundary Commission, commence a Community Governance Review (CGR) to examine moving the boundary between Westley Waterless and Burrough Green to better reflect the house locations in WW.

They are working now on the terms of reference (TOR) and a suggested timetable of the events and hope to take their proposal and recommendations to full council in May. I understand there will be a consultation process with ECDC giving time for comment,

however please be aware that all comments will be made public. If you have not yet commented to me directly and would like to do so, I would welcome your thoughts.

If the boundary is changed as proposed, all WW residents on the list attached and currently registered in BG, will then pay their village precept (via their council tax) to WW instead of BG. Those residents will also have a say in the amount of that precept and how it is spent in their village each year. They will also be able vote in all future elections in WW village hall.

I attach a list of the residences that I understand are situated in WW, yet registered in BG. It is proposed these houses will be brought into WW from BG. If you know of any errors or omissions in this list, kindly let me know so the appropriate changes can be made in the review documents.

In addition to any formal contact you may have from ECDC, I will update the village on the application progress in due course via our email circular and place a note on the village notice board. If you are not on our WW village email list or Whatsapp group and would like to be, kindly let me know using my contact details above. Additionally, if you are not on email or Whatsapp and wish to receive hardcopy updates by hand, please let me know. One last thing. Please do come to our Westley Waterless Platinum Jubilee lunch at the Village Hall on 05 June. Details will be in the Village Voice and www.westlevwaterless.com
Kind regards

Jim Paltridge,
Chair
Westley Waterless Meeting

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

COMMUNITY GOVERNANCE REVIEW 2022

TERMS OF REFERENCE

A review of parishes under the Local Government and Public Involvement in Health Act 2007

INTRODUCTION

Aims of the review

East Cambridgeshire District Council has resolved to undertake a Community Governance Review (CRG) pursuant to Part 4, Chapter 3 of the Local Government and Public Involvement in Health Act 2007, to consider the following parish matters;

| Parish | Matter to be considered |
|-------------------|---|
| Westley Waterless | To move the boundary between Westley Waterless and Burrough Green so that those electors living in Westley Waterless all fall within the Westley Waterless Parish |

In undertaking the review, the Council will be guided by Part 4 of the Local Government and Public Involvement in Health Act 2007, the relevant parts of the Local Government Act 1972, Guidance on Community Governance Reviews issued in accordance with section 100(4) of the Local Government and Public Involvement in Health Act 2007 by the Department of Communities and Local Government and The Electoral Commission in April 2008. Also the following regulations which guide, in particular, consequential matters arising from the Review: Local Government (Parishes and Parish Councils) (England) Regulations 2008 (SI2008/625); Local Government Finance (New Parishes) Regulations 2008 (SI2008/626).

This Council is required to have regard to Guidance on Community Governance Reviews issued by the Secretary of State for Communities and Local Government. This guidance was published in April 2008 and it has been considered when drawing up the Terms of Reference (TOR).

What is a Community Governance Review (CGR)?

A CGR is a review of the whole or part of the district to consider one or more of the following:

- Creating, merging, altering or abolishing parishes;
- The naming of parishes and the style of new parishes;
- The electoral arrangements for parishes (the ordinary year of elections; council size, the number of councillors to be elected to the council, and parish warding), and
- Grouping parishes under a common parish council or de-grouping parishes.

The Council is required to ensure that community governance within the area under review will be:

- Reflective of the identities and interests of the community in that area; and
- Is effective and convenient.

In doing so the CGR is required to take into account:

- The impact of community governance arrangements on community cohesion; and
- The size, population and boundaries of a local community or parish.

Why undertake a Community Governance Review?

A CGR provides an opportunity for principal authorities to review and make changes to community governance within their area. Such reviews can be undertaken when there have been changes in population or in reaction to specific, or local new issues to ensure that the community governance for the area continues to be effective and convenient and it reflects the identities and interests of the community.

The government has emphasised that recommendations made in CGR ought to bring about improved community engagement, more cohesive communities, better local democracy and result in more effective and convenient delivery of local services.

Government guidance further states that it is good practice to conduct a (full) CG at least every 10-15 years and keep the area under review in the interim. The most recent similar review of the district resulted in the:-

- The District of East Cambridgeshire (Electoral Changes) Order 2018

Specifically, this CGR will consider:

- The boundary between Westley Waterless and Burrough Green

Who will undertake the CGR?

As the principal authority, the District Council is responsible for undertaking any CGR within its electoral area. The Council will approve the final recommendations before a Community Governance Order is made.

CONSULTATION

How the Council proposes to conduct consultations during the Review?

Before making any recommendations or publishing final proposals, the District Council will take full account of the views of local people. The District Council will comply with the statutory consultative requirements by:

- Consulting local government electors for the area under review.
- Consulting any other person or body (including a local authority), which appears to the District Council to have an interest in the review.
- Notifying and consulting the county council.
- Taking into account any representations received in connection with the review.

Information relating to the CGR will be available on the Council’s website and key documents will be on deposit at the District Council’s offices at The Grange, Nutholt Lane, Ely, Cambridgeshire CB7 4EE.

When taking account of written representations the District Council is bound to have regard to the need to secure that community governance within the area under review:

- Reflects the identities and interests of the community in that area; and
- Is effective and convenient.

The District Council will publish its recommendations as soon as practicable and take such steps as it considers sufficient to ensure that persons who may be interested in the CGR are informed of the recommendations and the reasons behind them. The District Council will notify each consultee and any other persons or bodies who have made written representations of the outcome of the Review.

A timetable for the CGR

A CGR must, by statute, be concluded within a twelve-month period from the day on which the CGR starts. A CGR starts when the District Council publishes its Terms of Reference and concludes when the District Council publishes the recommendations made in the CGR.

The following is the review timetable:

| Action | Timetable | Outline of Action |
|--|--|--|
| Terms of Reference (TOR) are published | Start Date 7 th March 2022 | District Council publishes TOR and notifies stakeholders, clearly defining extent of CGR |
| Introductory stage – submissions are invited | Three month period 7 th March 2022 | District Council invites proposals from stakeholders on future arrangements under TOR |
| Draft proposals are prepared | By 14 th July 2022 | Draft proposals to be considered by Full Council |
| Draft proposals are published | By 16 th July 2022 | District Council publishes Draft proposals and notifies stakeholders |
| Consultation | Two month period ending 23 rd September 2022 | Consultation with stakeholders |
| Final Proposals are prepared | By 10 th October 2022 | Results of consultation considered and Final Proposals prepared |
| Final Recommendations published | By 10 th October 2022 | Submissions considered and final recommendations produced |

| | | |
|---|-------------------------------|--|
| Final Recommendations are published and decision by Council | 20 th October 2022 | The Council meet to consider Final Recommendations and decide on the extent to which the Council will give effect to them. |
| Order made | Thereafter | Council publishes the reorganisation Order and requests the Electoral Commission to approve any consequential changes. |

ELECTORATE FORECASTS

In considering the electoral arrangements of the parish(s) stated within these Terms of Reference the District Council is required to consider any change in the number or distribution of the electors which is likely to occur in the period of five years beginning with the day when the review starts.

The District Council has used the Register of Electors 2022 published on 1 December 2021 to provide existing local government figures. Electorate forecasts will be prepared using all available information.

THE PRESENT STRUCTURE OF WESTLEY WATERLESS/BURROUGH GREEN PARISH(S) AND THEIR ELECTORAL ARRANGEMENTS

Present Structure of parish governance in the area to be reviewed:

| Parish | Current electorate | Forecast electorate |
|-------------------|---------------------------|----------------------------|
| Westley Waterless | 119 | 160 |
| Burrough Green | 318 | 279 |

Parishes

The Council wishes to ensure that electors should be able to identify clearly with the parish in which they are resident. It considers that this sense of identity and community lends strength and legitimacy to the parish structure, creates a common interest in parish affairs, encourages participation in elections to the parish council, leads to representatives and accountable government, engenders visionary leadership and generates a strong, inclusive community with a sense of civic values, responsibility and pride.

The Council considers that parishes should reflect distinctive and recognisable communities of interest, with their own sense of identity; the feeling of local community and the wishes of local inhabitants are primary considerations in this Review.

The Council is anxious to balance carefully the considerations of changes that have happened over time, through population shifts or additional development for example, and that have led to a different community identity with historic traditions in its area.

The Council notes the Government's Guidance that community cohesion should be taken into account in this Review.

The Council also notes the Government's strongly stated Guidance that it "expects to see a trend in creation, rather than abolition, of parishes" and that "the abolition of parishes should not be undertaken unless clearly justified". The Council also notes that the Government also considers that, where existing parishes are abolished, "It would be undesirable to see the area becoming unparished with no community governance arrangements in place".

ELECTORAL ARRANGEMENTS

What does 'Electoral Arrangements' mean?

An important part of our Review will comprise giving consideration to 'Electoral Arrangements'. The term covers the way in which a council is constituted for the parish. It covers:

- The ordinary year in which elections are held;
- The number of councillors to be elected to the council;
- The division (or not) of the parish into wards for the purpose of electing councillors;
- The number and boundaries of any such wards;
- The number of councillors to be elected for any such ward;
- The name of any such ward.

1.1 Ordinary year of election

The Local Government Act 1972 states that ordinary election of parish councils shall take place in 1976, 1979 and every fourth year thereafter (ie 2011, 2015, 2019, etc). However, the Government has indicated that it would want the parish electoral cycle to coincide with the cycle for the district council, so that the costs of elections can be shared.

If the Review finds that it is appropriate to create new posts for parish councillors then these will come in to effect at the next ordinary day of election i.e. May 2023.

1.2 A council for a parish

The legislation lays down the different duties that the Council has with regard to the creation of a council for a parish.

- Where the number of electors is 1,000 or more – a parish council must be created;
- Where the number of electors is 151-999 – a parish council may be created, with a parish meeting being the alternative form of governance;
- Where the number of electors is 150 or fewer – a parish council is not created.

What considerations cover the number of parish councillors?

The Government has advised, and this Council concurs that "it is an important demographic principle that each person's vote should be of equal weight so far as possible, having regard to other legitimated competing factors, when it comes to the

elections of councillors”. Likewise, the Council notes that the number of parish councillors for each parish council shall not be less than five. There is no maximum number. There are no rules relating to the allocations of councillors. However, in dealing with a request the following guidelines, which are based on recommendations from the National Association of Local Councils, will be followed.

1.3 Number of Parish Councillors Guidelines

| Electors | Councillors | Electors | Councillors |
|-----------------|--------------------|-----------------|--------------------|
| Up to 900 | 7 | 10,400 | 17 |
| 1,400 | 8 | 11,900 | 18 |
| 2,000 | 9 | 13,500 | 19 |
| 2,700 | 10 | 15,200 | 20 |
| 3,500 | 11 | 17,000 | 21 |
| 4,400 | 12 | 18,900 | 22 |
| 5,400 | 13 | 20,900 | 23 |
| 6,500 | 14 | 23,000 | 24 |
| 7,700 | 15 | 45,000 | 25 |
| 9,000 | 16 | | |

The Government’s guidance is that “each area should be considered on its own merits, having regard to its population, geography and the pattern of communities,” and therefore the Council is prepared to pay particular attention to existing levels of representation, the broad pattern of existing council sizes which have stood the test of time and the take-up of seats at elections in its consideration of this matter.

By law, the Council must have regard to the following factors when considering the number of councillors to be elected for the parish:

- The number of local government electors for the parish;
- Any change in that number which is likely to occur in the period of five years beginning with the day when the Review starts.

1.4 Parish Warding

The Act requires that in considering whether a parish should be divided into wards for the purposes of elections of the parish council the Council should consider the following:

Whether the number, or distribution, of the local government electors for the parish would make a single election of councillors impracticable or inconvenient; Whether it is desirable that any area or areas of the parish should be separately represented on the council.

The Government’s guidance is that “the warding of parishes in largely rural areas that are based predominately on a single centrally-located village may not be justified. Conversely, warding may be appropriate where the parish encompasses a number of villages with separate identities, a village with a large rural hinterland or where, on the edges of towns, there has been some urban overspill into the parish”.

The Council will be mindful of all this guidance, noting further that“ each case should be considered on its merits and on the basis of the information and evidence provided during the course of the review.”

The Council notes that warding arrangements should be clearly and readily understood by and should have relevance for the electorate of the parish; they should reflect clear physical and social differences within a parish; one parish but comprising different parts.

The Council recognises that ward elections should have merit; not only should they meet the two tests laid down in the Act, but they should also be in the interests of effective and convenient local government. They should not be wasteful of a parish’s resources.

1.5 District Warding and County Division Boundaries

It is not envisaged that the issues which are the subject of this Review will require any alterations to the boundaries of District Wards but may affect the boundaries of the County Divisions.

The Electoral Commission is responsible for deciding whether boundary changes of this nature should be made and will require that the Council has consulted on any such recommendations. If the need for changes becomes apparent during the course of this review the Council will endeavour to incorporate them within the consultation at the earliest opportunity.

1.6 REORGANISATION OF COMMUNITY GOVERNANCE ORDERS AND COMMENCEMENT

The Review will be completed when the Council adopts the Reorganisation of Community Governance Order. Copies of this Order, the map(s) that show the effects of the order in detail, and the document(s) which set out the reason for the decisions that the Council has taken (including where it has decided to make no change following a Review) will be deposited at the Council’s Offices, website and Community Offices.

In accordance with the Guidance issued by the Government the Council will issue maps to illustrate each recommendation at a scale that will not normally be smaller than 1:10,000. These maps will be deposited with the Secretary of State at the Department of Communities and Local Government and at the Council’s office at The Grange, Nutholt Lane, Ely, Cambs. Prints will also be supplied, in accordance with the regulations, to Ordnance Survey, the Registrar General, the Land Registry, the Valuation Office Agency, the Boundary Commission for England and the Electoral Commission.

It is proposed that the Order will take effect for financial and administrative purposes on 1st December 2022.

The electoral arrangements for a new or existing parish council will come into force at the next elections to the parish council, which will be on 5 May 2023.

CONSEQUENTIAL MATTERS

1.7 General Principles

The Council notes that a Reorganisation Order may cover any consequential matters that appear to the Council to be necessary or proper to give effect to the Order.

These may include:

- The transfer and management or custody of property;
- The setting of precepts for new parishes;
- Provision with respect to the transfer of any functions, property, rights and liabilities;
- Provision for the transfer of staff, compensation for loss of office, pensions and other staffing matters.

In these matters, the Council will be guided by Regulations that have been issued following the 2007 Act.

1.8 How to contact us

Should you wish to submit a written representation regarding this review please address to:

Electoral Services
East Cambridgeshire District Council
The Grange
Nutholt Lane
Ely
Cambridgeshire
CB7 4EE

Alternatively your submission may be emailed to: elections@eastcambs.gov.uk

Should you require any further information or need clarification on the review process, please contact: Adrian Scaites-Stokes at the office above or Adrian.scaitesstokes@eastcambs.gov.uk or by telephone on 01353 616456

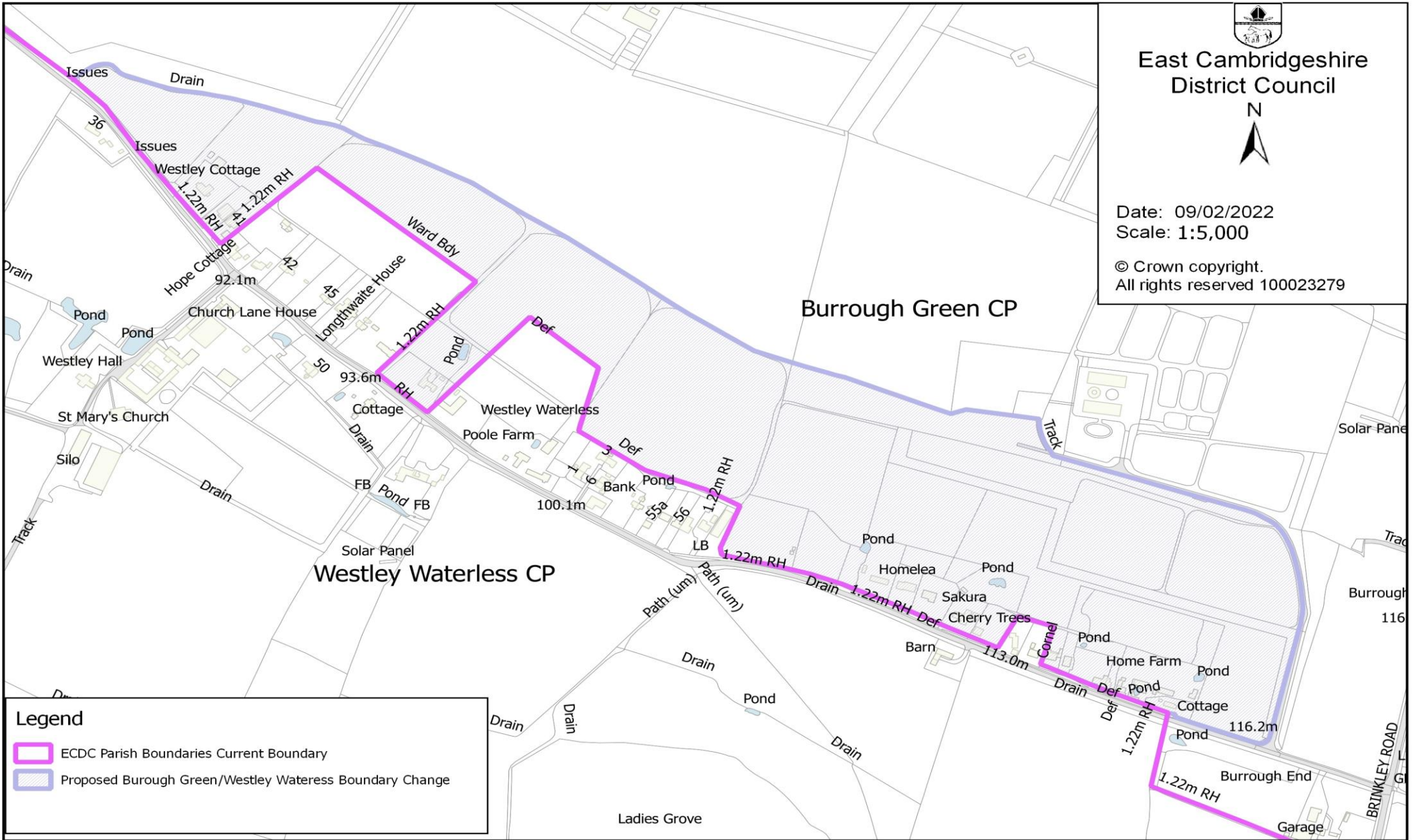
1.9 Publication of Terms of Reference

These Terms of Reference will be published on the District Council web site <http://www.eastcambs.gov.uk> and will be available for inspection at the offices at The Grange, Nutholt Lane, Ely, Cambs, CB7 4EE

Notices advertising this Community Governance Review and the availability of the Terms of Reference will also be posted within each Parish.

1.10 Date of Publication

7th March 2022



List of Consultees

Affected local electors
Burrough Green Parish Council
Westley Waterless Parish Meeting
Local District and County Councillors
The Member of Parliament for that Constituency
Political Parties – Conservative, Green, Labour and Liberal Democrat
The Boundary Commission
The Home Office
The Secretary of State, Department of Levelling Up, Housing & Communities
Ordnance Survey
Office for National Statistics
The Education Authority
Local Land Charges
East Cambridgeshire District Council – various departments
Cambridgeshire County Council
East Cambs Access Group
National Autistic Society
Age Concern
Citizens Advice
Anglia Revenues Partnership
Local Campaigners for the Protection of Rural Ely
The Voluntary Sector
East Cambridgeshire District Council Consultees

CORPORATE PLAN 2021-2023 (UPDATED)

Committee: Council

Date: 14 July 2022

Author: Chief Executive

[X32]

1.0 **ISSUE**

1.1 The updated Corporate Plan 2021-2023 for East Cambridgeshire District Council.

2.0 **RECOMMENDATIONS**

2.1 Members are requested to:

- (i) approve the updated Corporate Plan set out in Appendix 1;
- (ii) note the completed actions and progress made during the past 12 months;
- (iii) instruct the Monitoring Officer to amend the Constitution (ref: Article 1 paragraph 1.05) to make necessary amendments to reflect the new Corporate Plan.

3.0 **BACKGROUND**

3.1 The updated Corporate Plan 2021-2023 sets out the Council's priorities and details in Appendix 1 the commitments for 2022/23. The Corporate Plan will be reviewed and updated on an annual basis to Council.

3.2 There will be a requirement to make consequential amendments to Article 1 of the Constitution to reflect the updated Corporate Plan.

4.0 **PROPOSALS**

4.1 The proposed updated Corporate Plan 2021-2023 is attached at Appendix 1. Paragraph 4.2 outlines the achievements of the Council in meeting its 2021-2023 commitments agreed by Council on 15 July 2021 (ref: Agenda Item 9).

4.2 The activities of the Council in 2021/22 continued to be affected by the COVID 19 pandemic, although the Council has focused on the recovery in the latter part of the year. Nevertheless, the Council has maintained its focus on the delivery of its 2021/2023 Corporate Plan. Significant progress has been made in 2021/22 specifically:

- Council Tax freeze in 2021/22 for the ninth consecutive year.
- Continued development at Haddenham and Ely to provide CLT homes to the local community.

- Approval of £7.5m secured loan to the Council's trading company to facilitate the development of the former Paradise Pool site, MOD Phase 2 and MOD Phase 3 to provide CLT and £100k homes and social and community infrastructure.
- Achieved 16 of the pledges in the 2021/22 Environmental Plan and made significant progress on the remaining 4 which have been carried forward to the new 2022/23 plan.
- £100k Homes at The Tannery development in Ely was completed.
- Opening of Soham rail station in December 2021.
- The East Cambridgeshire Cycling and Walking Routes Strategy was approved by Finance and Assets Committee in November 2021.
- Sustrans have produced 5 route feasibility studies which will be used to seek external funding for their delivery.
- Secured CPCA Market Towns funding to part fund the delivery of the Wicken to Soham cycle route.
- Submission of planning application for an environmentally sustainable crematorium, natural burial site and pet cemetery in Mepal with access for recreational activity that respects the biodiversity needs of the site as directed by the Wildlife Trust for Beds, Cambs and Northants.
- The Council continued to administer COVID-19 Business Grants. As a result of the Business Growth Fund scheme, applicant commitments will see the creation of 80+ new jobs and additionally 15+ apprenticeships.

4.3 The Corporate Plan has been updated to reflect these achievements. The delivery of the updated 2022/23 Corporate Plan will face considerable challenges, most notably; cost of living, recruitment and retention of staff in key sectors and changing priorities and capacity concerns at the Combined Authority.

4.4 Nevertheless, the revised 2022/23 Corporate Plan acknowledges these new challenges and reiterates previous commitments, specifically and notably:

- Launch the £2m Growth and Infrastructure Fund for applications in 2022/23.
- Completion of CLT schemes at Ely and Haddenham.
- Supporting Parish Councils with their local climate and nature action plans and encouraging more Neighbourhood Plans.
- Taking action to ensure stable and sustainable quality Waste and Recycling and Street Cleansing services in the medium and long term through investment in our workforce, vehicles and equipment.

- Actively work with partners to secure finance for key transport schemes eg Snailwell and Dullingham loops; A10 dualling and junction improvements; A142/A14 junction improvements and Soham to Wicken cycleway.

5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

5.1 Any financial implications arising from the implementation of the Corporate Plan, not included in the Council's agreed annual budget, will be subject to the formal Member process.

5.2 Equality Impact Assessment not required at this stage.

6.0 APPENDICES

6.1 Appendix 1: Draft Corporate Plan (Updated) 2022-2023 – circulated separately

Background Documents

Council 15 July 2021
(Agenda Item 9)

Location
Room 103
The Grange
Ely

Contact Officer
John Hill
Chief Executive
(01353) 616271
E-mail: john.hill@eastcambs.gov.uk

Corporate Plan 2022-2023

| | Sound Financial Management | Improving Transport | Housing | Cleaner, Greener East Cambridgeshire | Social & Community Infrastructure |
|----------------------------|---|---|---|---|---|
| Promises | <ul style="list-style-type: none"> Keep Council Tax and fees low; keep delivering great services Be more commercial, but within reason: "commercial for community" Ensure developer contributions are used effectively to maximise community benefit Minimise bureaucracy, duplication and ensure efficiency and transparency across all Council services | <ul style="list-style-type: none"> Support better bus services: more frequent, more rural routes Champion and improve the East Cambs Strategic Cycle/Footpath Network Support the A14/A142 junction upgrade at Exning Support the A10 dualling project, including an off road cycle path from Ely to Cambridge, a segregated pedestrian/cycle crossing near the A10/A142 BP roundabout, and junction improvements Continue to work with stakeholders and neighbouring authorities to improve rail connectivity and services across the district and wider areas Keep free parking in our city and town centre car parks | <ul style="list-style-type: none"> Continue to support existing Community Land Trusts across the district Encourage communities to set up new Community Land Trusts Continue to secure well designed high quality places that enable people to live and work locally Deliver First Homes for people who live and work locally Deliver £100k Homes in Ely and Kennett | <ul style="list-style-type: none"> Continue to clamp down on fly-tipping, graffiti and litter and prosecute where there is evidence to do so Deliver the very best Waste/Recycling and Street Cleaning Service capable of meeting the challenges ahead. Continue our Purge on Plastics campaign- to reduce single use plastics and encourage others across the district to do the same Support the Doubling Nature Campaign Implement the Council's Environment and Climate Strategy & Action Plan (EnvPlan) Retain a kerbside Green Waste Collection service | <ul style="list-style-type: none"> Continue to provide a great homelessness, housing & advice service and provide a Housing & Community Advice Service with multiple agencies, to our harder to reach rural areas across the district Support of the delivery of improved Health facilities across the district Support the delivery of new and/or improved community facilities Support Leisure Providers across the district Explore opportunities to deliver improved outdoor sporting facilities Continue to support and enable our local businesses and communities Submit Market Town bids to the Combined Authority Deliver a crematorium in East Cambridgeshire Work with delivery partners to secure superfast broadband for our district Work with the Internal Drainage boards to increase system capacity for Water Management and Flood Prevention Work with partners and the community to reduce anti-social on-street parking in our towns and villages |
| Our Commitments in 2022/23 | <ul style="list-style-type: none"> Only raise Council Tax as a last resort East Cambs Trading Company and East Cambs Street Scene will deliver their Business Plans to assist the Council with meeting its Medium Term Financial Strategy Regularly review the CIL Infrastructure List to ensure that it is fit for purpose to assist with providing partial funding to meet the pressure on the infrastructure needs arising from new development | <ul style="list-style-type: none"> Continue to promote and make representations arising from the 'New Bus Service Proposals for East Cambridgeshire' Prospectus Oppose the introduction of Congestion Charging in Cambridge to protect our residents Seek funding for further Sustrans cycle route feasibility studies and work with key stakeholders to progress delivery of cycle/walking infrastructure across the district Work with stakeholders and local authorities to develop A142/A14 junction improvements near Exning and consider inclusion on the CIL Infrastructure List Continue to make representations to the Combined Authority to identify the importance of the A10 dualling project, including off road cycle path from Ely to Cambridge and a segregated pedestrian/cycle crossing near the BP roundabout, and junction improvements Actively work with the Combined Authority and neighbouring councils to promote the benefits of the East West Rail project and respond to consultations Support Soham Railway Station Phase 2 including the Snailwell Loop Support the Dullingham Loop Actively engage and respond to the Ely Area Capacity Enhancements consultation to ensure full road access through Queen Adelaide as an integral part of the rail improvement scheme. | <ul style="list-style-type: none"> Work with communities to establish and develop new Community Land Trusts throughout the district Completion of West End Gardens, Haddenham providing 19 CLT homes. Completion of MOD Phase 1 providing 15 CLT homes If planning permission is approved for Phase 2, secure additional affordable housing (above 30%) on Former MoD site, Ely Encourage development that conforms with the Local Plan Policies and adopted SPDs Encourage delivery of 'First Homes' across East Cambridgeshire Allocate £100k Homes at the Former Paradise Pools site, Ely Encourage and support Parish Councils and their communities to promote and adopt local Neighbourhood Plans | <ul style="list-style-type: none"> Implement the agreed action plan for the Waste and Recycling service by end October 2022. Provide support and assistance to Parishes and local communities in developing and implementing local climate change and nature action plans Encourage residents to contribute to the EnvPlan Ideas Forum Deliver the actions in the 2022/23 EnvPlan Develop EnvPlan actions for 2023/24 and provide regular updates on progress to Members and residents | <ul style="list-style-type: none"> Our Housing & Community Advice Service will be delivered throughout the district by using our Housing & Community Advice Bus, Community Hubs and Offices Work with the Combined Authority on development of adult education and further education investment programmes in 2022/23 Work with organisations on the skills employment hub rollout into market towns and villages Help prepare and submit capital or revenue funding applications on behalf of the Council or partners eg Levelling Up Fund (LUF)/Share Prosperity Fund (SPF) projects and CPCA Skills and Employment funding across FE/Adult Education projects Work with organisations such as the Business & IP Centre (BIPC) and Library service to roll out support facilities across the district. Continue to deliver the actions set out in our approved Youth Strategy and Equality, Diversity & Inclusion Policy Actively engage and work with all Leisure Providers in the district to provide advice and support for funding applications for the ECDC Sports Facilities Grant Promote and encourage applications for the £2m Growth & Infrastructure Fund Submit the Littleport Market Town Bid to the Combined Authority If planning permission is approved, consider the business plan for a green, environmentally friendly crematorium, natural burial site and pet cemetery in Mepal which will include enhancements to the natural landscape and low level recreational activity compatible with ecology needs of the site Continue to engage with Connecting Cambridgeshire for improvement of digital infrastructure Encourage the Police led pilot scheme to reduce anti-social parking across the district and provide communications support when required. |



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

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

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that a Meeting of the **EAST CAMBRIDGESHIRE DISTRICT COUNCIL** will be held on **THURSDAY 14 JULY 2022** in the **COUNCIL CHAMBER** at **THE GRANGE, NUTHOLT LANE, ELY, CB7 4EE**, commencing at **6.00pm** with up to 15 minutes of Public Question Time, immediately followed by the formal business, and you are summoned to attend for the transaction of the following business.

AGENDA

A minute's silence will be observed as a mark of respect following the death of former District Councillor Mike Rouse

- 1. PUBLIC QUESTION TIME** [oral]
The meeting will commence with up to 15 minutes Public Question Time
- 2. APOLOGIES FOR ABSENCE** [oral]
- 3. DECLARATIONS OF INTEREST** [oral]
To receive declarations of interest from Members for any items on the Agenda in accordance with the Members Code of Conduct
- 4. MINUTES – 19 MAY 2022**
To confirm as a correct record
- 5. CHAIRMAN'S ANNOUNCEMENTS** [oral]
- 6. TO RECEIVE PETITION(S)** [oral]
- 7. NOTICE OF MOTIONS UNDER PROCEDURE RULE 10** [oral]
 - (i) Climate Change

That this Council resolve to support the Climate and Ecology Bill (CEE Bill) and the Nature and Climate Declaration, and to write to Zero Hour—the CEE Bill Alliance—to express this support.

Proposer: Councillor Lorna Dupré
Seconder: Councillor Mark Inskip

Briefing note about the Bill and the Declaration attached

8. TO ANSWER QUESTIONS FROM MEMBERS [oral]

9. CORPORATE PLAN

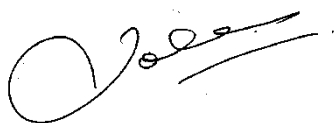
Due to being an A3 colour document, the Corporate Plan, Appendix 1 of the report, has been circulated separately to Councillors and Officers. Copies are available on the Council's website www.eastcambs.gov.uk or from Democratic Services

10. SCHEDULE OF ITEMS RECOMMENDED FROM COMMITTEES AND OTHER MEMBER BODIES:

a. Treasury Operations Annual Performance Review

11. COMMUNITY GOVERNANCE REVIEW

12. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY UPDATE REPORT



J Hill
Chief Executive

To: All Members of the Council

NOTES:

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

The meeting will be webcast and a live stream of the meeting will be available. Further details can be found at www.eastcambs.gov.uk/meetings/council-14072022. Please be aware that all attendees, including those in the public gallery, will be visible on the livestream.

Public Questions/Statements are welcomed on any topic related to the Council's functions as long as there is no suspicion that it is improper (e.g. offensive, slanderous or might lead to disclosures of Exempt or Confidential information). Up to 15 minutes is allocated for this at the start of the meeting. Further details about the Public Question Time scheme are available at: <https://www.eastcambs.gov.uk/committees/public-question-time-scheme>

The Council has adopted a 'Purge on Plastics' strategy and is working towards the removal of all consumer single-use plastics in our workplace. Therefore, we do not provide disposable cups at our meetings and would ask members of the public to bring their own drink to the meeting, if required.

Fire instructions for meeting: The instructions in the event of a fire at the venue will be announced at the commencement of the meeting.

Reports are attached for each agenda item unless marked "oral".

If required, all items on the agenda can be provided in different formats (e.g. large type, Braille or audio tape, or translated into other languages), on request, by calling Main Reception on (01353) 665555 or e-mail: translate@eastcambs.gov.uk

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

Agenda Item 4

Minutes of a Meeting of
East Cambridgeshire District Council held at
The Grange, Nutholt Lane, Ely, CB7 4EE on
Thursday 19th May 2022 at 6.00pm

PRESENT

| | |
|------------------------------------|----------------------------------|
| Councillor Christine Ambrose Smith | Councillor Bill Hunt |
| Councillor David Ambrose Smith | Councillor Mark Inskip |
| Councillor Sue Austen | Councillor Alec Jones |
| Councillor Anna Bailey | Councillor Daniel Schumann |
| Councillor Ian Bovingdon | Councillor Alan Sharp (Chairman) |
| Councillor David Brown | Councillor Amy Starkey |
| Councillor Matthew Downey | Councillor Lisa Stubbs |
| Councillor Lorna Dupré | Councillor John Trapp |
| Councillor Lavinia Edwards | Councillor Paola Trimarco |
| Councillor Lis Every | Councillor Jo Webber |
| Councillor Mark Goldsack | Councillor Alison Whelan |
| Councillor Simon Harries | Councillor Christine Whelan |
| Councillor Julia Huffer | Councillor Gareth Wilson |

2 members of the public were in attendance.

1. PUBLIC QUESTION TIME

There were no public questions.

2. ELECTION OF CHAIRMAN 2022/23

Cllr Alan Sharp was duly nominated as Council Chairman by Cllr Anna Bailey and seconded by Cllr Daniel Schumann.

There being no other nominations, it was resolved:

That Cllr Alan Sharp be elected as Chairman of East Cambridgeshire District Council for the municipal year 2022/23.

Cllr Sharp then read aloud, and signed, the Declaration of Office for Chairman of Council.

3. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Charlotte Cane and Joshua Schumann.

4. DECLARATIONS OF INTEREST

No Declarations of Interest were made:

5. MINUTES – 21st APRIL 2022

On page 3, paragraph 3, Cllr Dupré had requested that a small addition be added to line 11, in line with the original content of the speech:

“...there would be difficult cases such as disabled drivers and market traders who would need to be listened to and solutions found that help meet their needs, but it was important not to rule out any options while the consultation process was ongoing.”

There were no comments or objections regarding the amendment.

It was resolved:

That, subject to the agreed amendment above, the Minutes of the Council meeting held on 21st April 2022 be confirmed as a correct record and be signed by the Chairman.

6. ELECTION OF VICE-CHAIRMAN 2022/23

Cllr Daniel Schumann was duly nominated as Council Vice-Chairman by Cllr Anna Bailey and seconded by Cllr Bill Hunt.

Cllr Gareth Wilson was duly nominated as Council Vice-Chairman by Cllr Lorna Dupré and seconded by Cllr John Trapp.

A secret ballot was held in accordance with Council Procedure Rule 9.2.1, with Cllr Daniel Schumann receiving 17 votes and Cllr Gareth Wilson receiving 9 votes.

It was resolved:

That Cllr Daniel Schumann be elected as Vice-Chairman of East Cambridgeshire District Council for the municipal year 2022/23.

Cllr D Schumann then read aloud, and signed, the Declaration of Office for Vice-Chairman of Council.

7. CHAIRMAN'S ANNOUNCEMENTS

The Chairman stated that it had been a privilege to serve as the Chairman of Council for 2021/22 and he looked forward to another year in the role. He drew Members' attention to the list of Chairman's Engagements that had been included in the Agenda papers and provided further details about some of the events. He added that, together with the Leader of Council, he had been part

of the welcoming party for Her Royal Highness The Princess Royal at Ely Cathedral two days earlier for the unveiling of the Fenland Black Oak Project, which he encouraged everyone to visit.

8. VOTE OF THANKS TO JO BROOKS, DIRECTOR OPERATIONS

The Chairman invited the Leader of Council, Cllr Anna Bailey, to propose the vote of thanks to Jo Brooks, Director Operations. Cllr Bailey spoke as follows:

“Thank you Chairman, very much. It is of course with very mixed feelings that I propose this vote of thanks, but Jo, it’s so good to see you here at Full Council this evening.

Jo started work at East Cambs in June 2013 as our Principal Housing Officer and made a huge and immediate impact for residents in housing need across the District. Jo showed her capability of grappling with apparently intractable problems and found ways of dealing with them, earning the respect and loyalty of her colleagues and always with a razor-like focus on getting good outcomes for people, which is absolutely what drives and motivates Jo.

Jo moved on with her career at East Cambs when in September 2014 she became Director of Operations, taking a large number of services under her wing. But a piece of Jo’s heart always remained with her housing team and her legacy within that team is as clear to see today as it was then.

The thing about Jo is that she sprinkles a little bit of Jo-ness everywhere that she goes and in everything that she does. And Jo, you’ve done so much in your time here at East Cambs, it’s simply impossible to mention all of it. Jo is never satisfied with just OK, it is always about being the best and helping others to be the best that they can be.

In her new role Jo got immediately stuck into setting up and implementing the new performance framework and ‘can do’ culture that still is at the very heart of the organisation today.

Jo works by earning the respect and trust of her staff, by supporting them when they need it, stepping away when they don’t, and always ensuring that recognition of achievements belongs to them, rather than to herself.

Jo took on the huge task of bringing the waste service back in house. Together with James Khan and their waste crews - and lots of bacon rolls - they set about transforming the service and driving new initiatives including a large and ongoing community engagement programme to encourage recycling and responsible waste disposal by residents, leading to the District’s excellent recycling rate which is the highest in the county and in the top 20 nationally. We’ve not quite made it to the top yet Jo, but we will continue! Part of the campaign was to engage

young people through the schools competition which led to the infamous Michael Recycle who makes regular appearances at various events and on social media.

Jo supported the planning team through huge change, mentoring Rebecca, and ensuring that positive change was embedded and lasting.

Jo has an absolute passion for emergency planning activity and it was a huge frustration to Jo that when Covid struck she herself was stuck in hospital. But on her return to work Jo led the Council's Covid recovery effort with massive gusto, and the ongoing response as lockdowns came and went. She brought in schemes to encourage people to get outdoors safely, and even helped children to see Santa online when visits to grottos were not allowed. And many many other initiatives that could only have come from Jo; her creativity is endless.

And Jo is an absolute expert at getting money from other organisations, always shoehorning in cash for East Cambs; she did it often and regularly and very successfully.

Jo is also very passionate about the environment - hedgehogs in particular - and both those elements have shone through in her work at East Cambs, where, alongside Richard Kay she has passionately thrown herself into the Council's Environment Plan and our yearly commitments, always sprinkling ideas with a little bit of Jo-ness to spark imaginations and bring them to life. And Jo's love of hedgehogs has spread into the organisation too, both in the planning service and, when Jo moved to Little Ouse she discovered that it's not a natural habitat for hedgehogs - being heavily agricultural - so Jo has mentored Maggie and donated her hedgehog houses and Maggie is now doing the work that Jo did previously, saving and supporting hedgehogs.

And whose plans are being implemented for the Queen's Platinum Jubilee? Jo's of course! Jo loves a bit of royalty, and I have never seen her quite so excited as on meeting Prince Charles on his visit to the District, an operation that from an East Cambs point of view Jo personally oversaw and ran with military precision – I think there were many practices at curtseying! And, of course, Jo also attended a Royal Garden Party at Buckingham Palace which, obviously, required the purchase of a new hat!

Jo is first and foremost a very very proud and dedicated public servant and she is a brilliant one.

Jo, I speak for all my Group - it has been our absolute privilege to work with you and we thank you, for all that you have done for the Council, the residents, for the District. We were so lucky when you made that move from Devon to become a Fenny!

You are the beating heart of East Cambs Jo, your legacy is clear to see everywhere and I know that the organisation continues to say, and will continue to say, every single day, “what would Jo do?”

The Chairman then invited the Leader of the Liberal Democrat Group, Cllr Lorna Dupré, to second the vote of thanks. Cllr Dupré spoke as follows:

“Thank you very much indeed Chair, and it is a great privilege to second this vote of thanks to Jo. I won’t say it’s a pleasure, because we really, really don’t want to see you go, and I know you feel the same.

I have always been hugely impressed by Jo as a dedicated member of the Council’s senior officer team. I joined this Council as a Member the year after Jo joined as an officer but I became aware of her at the point of her well-deserved promotion and that was such a great move for Jo and also for the Council.

Jo has always described herself as a ‘housing girl’, but the scope of the issues she has been called upon to deal with have stretched far beyond that. She is extremely hard working, absolutely committed and diligent, with a real passion to find solutions that work for people and to bring everybody around the table and hammer things out until they’re done, and done right.

Jo’s always been very helpful to me in addressing issues in my own Ward and across the Council more widely and I know that she has performed that service without fear or favour for every single member of this authority and we all have cause to be deeply grateful to Jo for her commitment to the Council, to the community of East Cambs and for her role in helping us to represent them to our very best.

I have not only been impressed by Jo - I have always at a personal level liked and respected her. The last couple of years in particular have been incredibly difficult, but she has borne them with an amazing courage, a smile, and a positive attitude always, which leave me dumbfounded with her attitude and approach, but not surprised because that is absolutely everything that I know of Jo, and that Jo has always been.

I shall personally miss Jo enormously, I know that members of my Group will, and I know that Jo will miss this Council too. We all wish this departure were at a different time and in different circumstances, but on behalf of my Group I would like to say: Thank you, Jo, you did us proud.”

The Chairman then invited the Chairman of the Operational Services Committee, Cllr Julia Huffer, to address Council. Cllr Huffer spoke as follows:

“I first met Jo in 2015 when as a newly elected member with a passion for all things waste-related I became Member Champion for Waste. I remember sitting in a meeting with Veolia and Jo and thinking that the

expression “an iron fist in a velvet glove” could have been created just for Jo. I quickly realised that her passions, apart from her cats and handbags, were her staff and her residents. She fought fiercely to get Veolia to provide a service worthy of our residents and when it became clear that the standards they offered were miles away from what Jo wanted to give our District, she oversaw the bringing back in-house of our wonderful waste team with determination, intelligence and kindness. She successfully delivered a first-class service for her residents and better terms and conditions for her beloved waste crews.

She never asked anyone to do anything she wouldn't do herself, she leads from the front, and her loyalty, humour and kindness will be with me forever.

She leaves very large shoes to fill, she has set the bar very high, and I will miss her enormously. God bless you Jo, I feel privileged to have worked with you and I can't thank you enough for everything you have done for East Cambs.”

The Chairman then invited comments from other Members, who all spoke of Jo Brooks' enthusiasm, dedication, efficiency, professionalism, kindness, willingness to help, inspirational leadership, and her exemplary contribution to public service. All expressed gratitude for having worked with her, and regret that she was retiring, stating that she would be a very difficult act to follow. In addition to the achievements and initiatives already mentioned, Members also drew attention to her work on the Youth Strategy and the Community Safety Partnership, both of which gave a legacy that would benefit residents of East Cambridgeshire for years to come.

The Council then stood and the Chairman formally thanked Jo Brooks, Director Operations, for her dedication and service to the Council and the District, and presented her with a commemorative scroll and a bouquet of flowers. Rounds of applause had followed each speech and the presentation.

Jo Brooks thanked Members for their kind words and reflected that it was almost exactly 10 years since she had joined the Council. She had hoped to remain at ECDC for many more years, but sadly cancer had other plans and therefore she had made the difficult decision to retire at the age of only 53. Although she missed her work every day, she was determined to enjoy every remaining moment. She knew that she hadn't always been able to give Members the answers that they wanted to hear, but she hoped that she had always given them options. She stated that she left behind an excellent team, and was very proud of her 37 years as a public servant.

6:38 – 6:45pm the meeting was briefly adjourned.

9. ISLEHAM NEIGHBOURHOOD PLAN – REFERENDUM RESULT & ADOPTION

Council considered a report (X1, previously circulated) containing the Isleham Neighbourhood Plan that had been the subject of a successful referendum on 28th April 2022. The Corporate Unit Manager explained that the Plan had received the majority support needed at the recent referendum, with approximately 92% of votes cast in its favour. It now needed to be formally “made” (i.e. “adopted”) by the Council to become part of the Development Plan for East Cambridgeshire.

Cllr Huffer moved the recommendation in the report and expressed her pleasure at proposing the adoption of the Isleham Neighbourhood Plan since she knew the huge amount of work that had gone into it, mostly by volunteers, and the benefits it would bring to all the residents of Isleham. Cllr Goldsack added his support by seconding the motion. He had seen the benefits of Neighbourhood Plans in other areas, as well as the tireless work of those who had developed the Isleham Plan. As a Local Authority Member for Isleham and a resident of the village, he was delighted to support the Plan.

A Member congratulated the community and the Parish Council for a thorough and comprehensive Plan. The Member had experienced the creation and adoption of a Neighbourhood Plan in their own village and, whilst recognising the lengthy and time-consuming process, they recommended that other villages should also develop their own Plans since they formed statutory Planning documents. Another Member commented that Littleport was shortly to commence their own Neighbourhood Plan, and thanked all Parish Councils whose example they could follow.

It was unanimously resolved:

a) That Isleham Parish Council be congratulated on its preparation of a Neighbourhood Plan and a successful referendum outcome, becoming the fourth Parish Council to do so in East Cambridgeshire.

b) That the Isleham Neighbourhood Plan, as attached at Appendix 1 of the report, be formally made part of the Development Plan for East Cambridgeshire with immediate effect.

10. PETITIONS

No petitions had been received.

11. MOTIONS

No Motions had been received.

12. QUESTIONS FROM MEMBERS

Questions were received and responses given as follows:

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

“On Friday 11 February councillors were informed of major changes to the refuse collection service run by East Cambs Street Scene to be introduced on 28 March 2022. I raised a number of queries and concerns to officers in response. I was particularly concerned about the changes being introduced during a period where the regular collection cycle is disrupted by a series of bank holidays. I specifically asked whether consideration had been given to deferring this change to a more stable period for collection days, for example after the last of the April, May and June bank holidays.

As East Cambs residents are only too well aware, no change was made to the introduction of the round reconfiguration changes and as a consequence they have faced weeks of disruption with wheelie bins not being emptied on the planned collection day and black bags piled up on streets for days at a time. Most recently this weekend residents in my ward complained of black bags in one area that remain uncollected for two weeks despite the missed collections being reported multiple times.

The timing of this change has guaranteed that issues faced by residents have been amplified and extra stress put on refuse crews who had additional work as a consequence of the bank holiday catch-ups.

Will the Chair of Operational Services Committee apologise to residents for the weeks of disruption to a core council service? And will she acknowledge it was a mistake to introduce these changes just prior to a series of bank holidays?”

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

“Thank you for your question Cllr Inskip.

Making major changes to the most important service to all our residents was not something that was not done lightly or on a whim. As some areas of our District have grown exponentially, the pressure on our crews has also grown in certain areas on certain days. Due to the ever-evolving nature of the service provided and the daily constraints and pressures it presents there would never be an ideal time to implement a project of this magnitude.

Much thought was given to the time of the implementation and the additional confusion that Bank Holiday collections presents to all. From April to August 2022, four out of the five months experience at least one Bank Holiday, with June experiencing an additional day due to the Queen’s Jubilee. As you head into July, the only month without a Bank Holiday, you then encounter the school holidays and peak leave pressures.

The increasing pressure ECSS experienced from the staffing shortage, which resulted in the temporary suspension of the green waste collection service during December and January, was continuing and without reconfiguring the collection rounds, this pressure could have caused another suspension of the green waste service when the demand for the service was higher. The Council and ECSS did not want this to happen and, although there were challenges highlighted in connection with the Bank Holidays, after careful consideration and the successful use of communication methods it was deemed the right time to implement the project.

This is not something that can be trialled or a dummy run carried out. Many hours were spent working out the new routes which involve crews doing rounds they have never done before and, although the crews are working really hard, errors have been made and some residents have been inconvenienced. However, things are getting back to the gold standard of service we are used to before the changes were made.

Councillors Inskip and Dupré made much of the missed collections in Witchford recently. Maybe if they had sought answers from Officers before playing the blame game a more balanced comment could have been made, but never let the facts get in the way of a tweet, district report to a Parish Council, or a headline in a leaflet. On that particular day, a Saturday, the reason for the failed collections was nothing to do with the round reconfiguration but an unexpected staff shortage which meant that certain areas could not be collected as expected. This would have been the case with or without the changes to the collection schedule. In future I would ask certain members opposite to check for facts before hurling accusations about the incompetence of management. I have spoken to the Waste Team about the pile of black bags uncollected for two weeks: they have investigated, they have resolved the issue, I understand it's something to do with cars parked down a very narrow channel.

I of course apologise unreservedly to any residents who have been inconvenienced in the last six weeks and I ask for their forbearance and understanding as the new routes become as familiar to our amazing crews as the old routes were.

Personally, I'm still getting used to putting my bins out on a Sunday and often awake with start on a Wednesday morning in a panic thinking I've missed bin day! All the residents I have spoken to, and have helped when they have experienced problems, have been understanding and sympathetic. Maybe Cllr Inskip you could take the same approach. I'm puzzled by your statement that you queried the timing of the changes in February. Can I ask who you raised this with as I have no record of such a conversation either by email or at committee, and if I'm wrong then I apologise. Thank you Chair."

ii) Question to the Leader of Council from Cllr Simon Harries:

“New Legislation requires all voters to show photo ID in order to exercise their right to vote. There is concern this may lead to disenfranchisement among the estimated 20% of the population that has no acceptable Photo ID at the moment and cannot afford to pay for the most common options: passport or driving licence. We understand that councils are responsible for ensuring voters in their own area receive acceptable Photo ID free of charge in time to exercise their right to vote.

Will the Leader of the Council please explain the process they plan to adopt for:

- a) notifying voters of the need to show Photo ID;
- b) notifying voters of the process to be followed in order to receive free Photo ID from the council;
- c) producing and distributing such Photo ID in time for the first elections for which Photo ID is legally required?”

Response from the Leader of Council, Cllr Anna Bailey:

“Thank you Cllr Harries for your question, and thank you to our Democratic Services Officers for their advice on the answer.

The Elections Act received Royal Assent on 28 April 2022, but will require secondary legislation to enact the various provisions within it, including the requirement for Voter identification. Preliminary indications are that the current intention is for Voter ID to be introduced in time for the May 2023 Elections. However, there is no detail about timescale at this stage, or how the process will operate.

It is anticipated that Central Government will run a national public awareness campaign and that Authorities will be expected to co-ordinate local publicity of the requirements.

As soon as Democratic Services have further details from the enactment of secondary legislation, and the guidance from Central Government on the processes that the Council are required to follow, we will of course update all Councillors on our implementation plan.”

iii) Question to Cllr Joshua Schumann from Cllr Lorna Dupré:

“At the Council Meeting on 21 April Cllr J Schumann seconded the motion to lend £7.5m to ECTC. He spoke in support of the motion assuring Councillors that the Council’s S151 Officer had “scrutinised the Company’s Business Plan”. On 6 May the shareholders’ meeting scheduled for 12 May was postponed. My group has been advised that the reason for this postponement was that the Business Plan for 2022/23 was not due to be received by the Board of ECTC until June.

As the Business Plan for 2022/23 has not yet been received by ECTC’s Board, why did Cllr J Schumann assure this Council that the S151 Officer had scrutinised it?”

Response from Cllr J Schumann:

Since apologies had been received from Cllr J Schumann, the Chairman asked the Democratic Services Manager to request a written response from Cllr J Schumann, and to circulate it to all Members once received. [See Appendix.]

iv) Question to the Leader of Council from Cllr Alec Jones:

“Schedule 4 Section 3 of the Memorandum of Understanding with ECSS states that operational changes to the refuse service can only be made with the endorsement of ‘the Chair of the Regulatory Services Committee (or equivalent)’.

Regular green waste collections were suspended by ECSS between Monday 13 December 2021 and Friday 28 January 2022 inclusive.

In her email to Cllr Charlotte Cane of 6 January 2022 Cllr Huffer, the Chair of the Operational Services Committee, stated “You will note that changes can be made with the endorsement of the Chair of Operational Services or equivalent, in this case the Leader of the Council.”

Can the Leader of the Council confirm:

- a) Whether she personally endorsed this suspension of green waste collections between Monday 13 December 2021 and Friday 28 January 2022?
- b) If so, the date and form (email, telephone etc) in which she did this?
- c) Which member or members are ‘equivalent’ to the Chair of the Regulatory Services Committee for the purposes of Schedule 4 Section 3 of the Memorandum of Understanding with ECSS?”

Response from the Leader of Council, Cllr Anna Bailey:

“Thank you Cllr Jones for your question.

The administration agreed to the suspension of green waste for a short period last year at a meeting on 22nd November 2021 with Officers here at the Council offices in The Grange; the meeting was attended by myself as Leader and the Deputy Leader of the Council.

The Chairman of the Operational Services Committee which took over responsibility for the waste contract when it superseded the Regulatory Services Committee has already confirmed that she supported that decision to ensure the health and wellbeing of staff and the smooth running of the rest of the service.

For further background and context for anybody that is interested I refer them to page 7 of the Minutes of the previous meeting that are in the Council Agenda papers for this evening, which gives a lot of detail about why these changes were necessary and it was arising from that first instance where we did need to carry out that suspension of the green waste service. I think this subject has had a lot of airtime now, it’s been

well-articulated. If there are further queries I would ask opposition members to just please simply put them forward, we're happy to answer them, there's no need to keep airing the same subject at full Council meetings."

Two Members questioned whether the Leader of Council had answered part c of the question. The Chair stated that no debate would be had on Member Questions, and further questions could be posed on a future occasion if needed.

13. LEADER AND DEPUTY LEADER OF THE COUNCIL, GROUP LEADERS AND DEPUTY GROUP LEADERS

Council considered a report (X2, previously circulated) containing details of the Leader and Deputy Leader of the Council; Political Groups; and Group Leaders and Deputies for the forthcoming year.

Cllr Sharp moved the recommendation in the report, seconded by Cllr D Schumann.

It was unanimously resolved:

That the details of the Leader and Deputy Leader of the Council; Political Groups; and Group Leaders and Deputies for the forthcoming municipal year, as detailed in paragraph 3.1 of the Officer's report, be noted.

14. POLITICAL PROPORTIONALITY

Council considered a report (X3, previously circulated) containing details of the political balance of the Council and the implications for the allocation of seats on Committees, Sub-Committees and other Member Bodies

Cllr Sharp moved the recommendation in the report, seconded by Cllr D Schumann.

It was unanimously resolved:

That the political balance, as detailed in Appendix 1 of the Officer's report, be noted, and the allocation of seats on Committees, Sub-Committees and other Member Bodies as set out in Appendix 2 of the report, be approved.

15. MEMBERSHIP OF COMMITTEES AND SUB-COMMITTEES (INCLUDING SUBSTITUTES) AND OTHER MEMBER BODIES 2022/23

Council considered a report (X4, previously circulated) containing details of the proposed appointments of Members and substitutes to Committees, Sub-Committees and other Member Bodies for 2022/23.

Cllr Sharp moved the recommendation in the report, seconded by Cllr D Schumann.

It was unanimously resolved:

That the memberships of Committees, Sub-Committees and other Member Bodies, as detailed in Appendix 1 of the Officer's report, be approved for 2022/23.

16. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

a) Membership and other appointments

Council considered a previously-circulated report requesting Council to make appointments to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2022/23. The appendices to the report had been circulated after the results of the relevant local elections were known. The Chairman read aloud the names of the proposed nominees, as notified by the relevant Group Leaders, which were unchanged from the previous municipal year.

It was unanimously resolved:

1. That the following appointments and nominations to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2022/23 be approved:

- i) That Cllr Anna Bailey be appointed as the Council's appointee to the Combined Authority with Cllr Joshua Schumann appointed as the substitute member;
- ii) That Cllrs Alan Sharp and Lorna Dupré be nominated as Members of the Overview and Scrutiny Committee, with Cllrs Bill Hunt and Charlotte Cane nominated as their respective substitutes;
- iii) That Cllr David Brown be nominated as Member of the Audit & Governance Committee, with Cllr David Ambrose Smith nominated as the substitute member.

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

b) Update Report

Council considered the previously-circulated reports from the meetings of the Audit & Governance Committee (11th March 2022), the Overview & Scrutiny Committee (28th March 2022) and the Combined Authority Board (30th March 2022).

There were no questions or comments from Members to the representatives on the aforementioned committees.

It was unanimously resolved:

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

17. APPOINTMENT OF BOARD DIRECTOR (EAST CAMBS STREET SCENE)

Council considered a report (X5, previously circulated) seeking approval to appoint the Corporate Unit Manager as Board Director for East Cambs Street Scene (ECSS), to replace the Director Operations who had resigned.

Cllr Bailey proposed the recommendation in the report, seconded by Cllr Huffer.

A Member stated their opposition to the appointment on the same conflicts of interest grounds that the appointment of a Board Director to East Cambs Trading Company (ECTC) had been opposed at the last meeting. The Member also reiterated that the opposition was on principle, and entirely unrelated to the proposed candidate.

It was resolved:

That the Corporate Unit Manager be appointed as Board Director for ECSS.

18. EXEMPT MINUTES – 21st APRIL 2022

The Chairman asked whether Members wished to raise any points on the detail of the Exempt Minutes of the previous meeting and stated that the meeting would need to move to Exempt session if any Member wished to do so. There were no comments or questions from any Members.

It was resolved:

That the Exempt Minutes of the meeting held on 21st April 2022 be confirmed as a correct record and signed by the Chairman.

The meeting concluded at 7:10pm

Chairman.....

Date.....

Appendix

Written response from Cllr J Schumann to question asked by Cllr Dupré (Minute 12)

Thank you Councillor Dupre for your question.

Clearly the terminology used could have caused confusion. What was meant was the financial information on which the Section 151 Officer relied on when making his assessment, and all that information was provided to all Members in the exempt appendix. This included 'plans' in which the 'business' had based its financial projections on. The S151 officer had suggested in his introduction that he was happy that he had scrutinized and considered these plans in his recommendation. My comment was not in reference to the Business Plan document but rather the above explanation.

I apologise if the terminology used has caused confusion but believe the Council's decision was made in the correct context and with the necessary information.

2021/22 TREASURY OPERATIONS ANNUAL PERFORMANCE REVIEW

Committee: Finance and Assets Committee

Date: 23rd June 2022

Author: Finance Manager

[X23]

1.0 ISSUE

- 1.1 To report on the Council's treasury operations during the 2021/22 financial year.
- 1.2 This report reviews the Treasury Management activity during the financial year 2021/22 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 2021/22, including the prudential and treasury indicators, as set out in the Annual Treasury Management Review (Appendix 1).

3.0 BACKGROUND / INTRODUCTION

- 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 2021/22. 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 2021/22 the minimum reporting requirements were that Full Council should receive the following reports:
 - an annual treasury strategy in advance of the year (approved by Full Council on the 23rd February 2021);
 - a mid-year treasury update report, (this was reviewed by Finance and Assets Committee on 25th November 2021 and approved by Full Council on the 22nd February 2022);
 - an annual review following the end of the year, describing the activity compared to the strategy (this report).

4.0 RESULTS

- 4.1 Cash investments totalled £33.530 million as at 31st March 2022, an increase of £14.665 million on the previous year. The Council's cash investments were all for periods of less than one year.
- 4.2 The large increase in cash is mainly down to six events,

- additional Government funding, awarded to assist councils with issues arising from the Covid-19 pandemic, specifically Business Rates funding provided in advance to assist with cashflow;
- Government funding to provide Council Tax rebates to residents (this was received late in the 2021/22 financial year and will be paid out in 2022/23);
- the Council's overall revenue underspend for the year as reported in the finance outturn report (also on the Committee's agenda);
- additional CIL receipts;
- additional Council Tax receipts, as the forecast downturn in income as a consequence of the pandemic did not occur;
- the receipt of funding from Cambridgeshire Horizons.

4.3 The Council's loan to ECTC remained at £4.9 million throughout the year.

4.4 Interest received during the financial year was £200,614, which was £78,937 above the budget of £121,677. This figure was made up of £29,114 from investment in money markets and other short, fixed term investments and £171,500 from the loans to ECTC.

4.5 The average rate of return on cash investments held during the year (this excludes the loan to ECTC) was 0.099%. This was above the benchmark 7-day LIBID compound rate (London Inter-bank Bid Rate) which was an average of -0.070% for the first nine months of the year. LIBID was stopped at the end of 2021 and has been replaced by SONIA (Sterling Overnight Index Average), our 2022/23 Strategy states that we will be using this benchmark moving forward.

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 and away from overnight accounts.

5.2 During the financial year the Council operated within its approved treasury limits and prudential indicators.

6.0 APPENDIX

6.1 Annual Treasury Management Review 2021/22

| BACKGROUND DOCUMENTS | LOCATION | CONTACT OFFICER |
|---|-------------------------------|---|
| Treasury Management Strategy as approved by Council on 23 rd February 2021 | Room 104 The Grange Ely | Ian Smith (01353) 616470 E-mail: ian.smith@eastcambs.gov.uk |

Annual Treasury Management Review 2021/22

East Cambridgeshire District Council

April 2022

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Annual Treasury Management Review 2021/22

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 2021/22. 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 2021/22 the minimum reporting requirements were that the Full Council should receive the following reports:

- an annual treasury strategy in advance of the year (Council 23/02/2021)
- a mid-year, (minimum), treasury update report (Council 22/02/2022)
- an annual review following the end of the year describing the activity compared to the strategy, (this report)

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.

No member training on treasury management issues was undertaken during the year, mostly as a consequence of the Covid-19 pandemic.

Executive Summary

During 2021/22, 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 | 31.3.21 Actual £000 | 2021/22 Original £000 | 31.3.22 Actual £000 |
|------------------------------------|---------------------------|-----------------------------|---------------------------|
| Capital expenditure | 7,159 | 3,827 | 481 |
| Capital Financing Requirement: | 11,051 | 13,732 | 9,490 |
| External debt | £0 | £0 | £0 |
| Investments | 23,765 | | 38,430 |

Other prudential and treasury indicators are to be found in the main body of this report. The Finance Manager confirms that no external or internal borrowing was undertaken during 2021/22.

The financial year 2021/22 continued the challenging investment environment of previous years, namely low investment returns.

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 | 31.3.21 Actual | 2021/22 Budget | 31.3.22 Actual |
|---------------------------------------|-------------------|-------------------|-------------------|
| Capital expenditure | 7,159 | 3,827 | 481 |
| Financed in year | 1,979 | 881 | 1,661 |
| Unfinanced capital expenditure | 5,180 | 2,946 | -1,180 |

The negative unfinanced capital expenditure represents CIL funding used to repay debt incurred in previous years on the Leisure Centre.

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 2021/22 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 future 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 borrowing need. This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments.

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 2021/22 MRP Policy, (as required by DLUHC Guidance), was approved as part of the Treasury Management Strategy Report for 2021/22 on 23/02/2021.

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

| CFR (£000): General Fund | 31.3.21 Actual | 2021/22 Budget | 31.3.22 Actual |
|---|-------------------|-------------------|-------------------|
| Opening balance | 11,761 | 11,178 | 11,051 |
| Add unfinanced capital expenditure (as above) | 5,180 | 2,946 | -1,180 |
| Less MRP | 420 | 392 | 381 |
| Less repayment of original loan to ECTC | 5,470 | | |
| Closing balance | 11,051 | 13,732 | 9,490 |

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 ensures that its gross external

borrowing does not exceed the total of the capital financing requirement in the preceding year (2021/22) plus the estimates of any additional capital financing requirement for the current (2022/23) and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure. The table below highlights the Council's gross external borrowing position against the CFR. The Council has complied with this prudential indicator.

| £000 | 31.3.21 Actual | 2021/22 Budget | 31.3.22 Actual |
|-----------------------------------|-------------------|-------------------|-------------------|
| Gross external borrowing position | £0 | £0 | £0 |
| CFR | £11,051 | £13,732 | £9,490 |
| Under funding of CFR | £11,051 | £13,732 | £9,490 |

The authorised limit - the authorised limit is the “affordable borrowing limit” required by Section 3 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 2021/22 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 | 2021/22 |
|---|---|
| Authorised limit for external debt | £10,000 |
| Maximum gross external borrowing position during the year | £0 |
| Operational boundary | £0 |
| Average gross borrowing position | £0 |
| Financing costs as a proportion of net revenue stream | The Council had no financing costs in 2021/22 |

3. Treasury Position as at 31st March 2022

The Council's treasury management debt and investment position is organised by the treasury management service in order 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 beginning and end of 2021/22, the Council's treasury position was as follows:

| INVESTMENT PORTFOLIO | 31.3.21 Actual £000 | 31.3.21 Actual % | 31.3.22 Actual £000 | 31.3.22 Actual % |
|-----------------------------------|------------------------------------|---------------------------------|------------------------------------|---------------------------------|
| Treasury investments | | | | |
| Banks – main bank account | 2,465 | 13.1% | 2,530 | 7.5% |
| Banks – call accounts | 5,000 | 26.5% | 11,000 | 32.8% |
| Money Market Funds | 11,400 | 60.4% | 20,000 | 59.7% |
| TOTAL TREASURY INVESTMENTS | 18,865 | 100% | 33,530 | 100% |

| | | | | |
|---|--------------|-------------|--------------|-------------|
| Non Treasury investments | | | | |
| Loan to East Cambridgeshire Trading Company | 4,900 | 100% | 4,900 | 100% |
| TOTAL NON-TREASURY INVESTMENTS | 4,900 | 100% | 4,900 | 100% |

| | | | | |
|---------------------------------|---------------|--------------|---------------|--------------|
| Treasury investments | 18,865 | 79.4% | 33,530 | 87.2% |
| Non-Treasury investments | 4,900 | 20.6% | 4,900 | 12.8% |
| TOTAL OF ALL INVESTMENTS | 23,765 | 100% | 38,430 | 100% |

The maturity structure of the investment portfolio was as follows:

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.

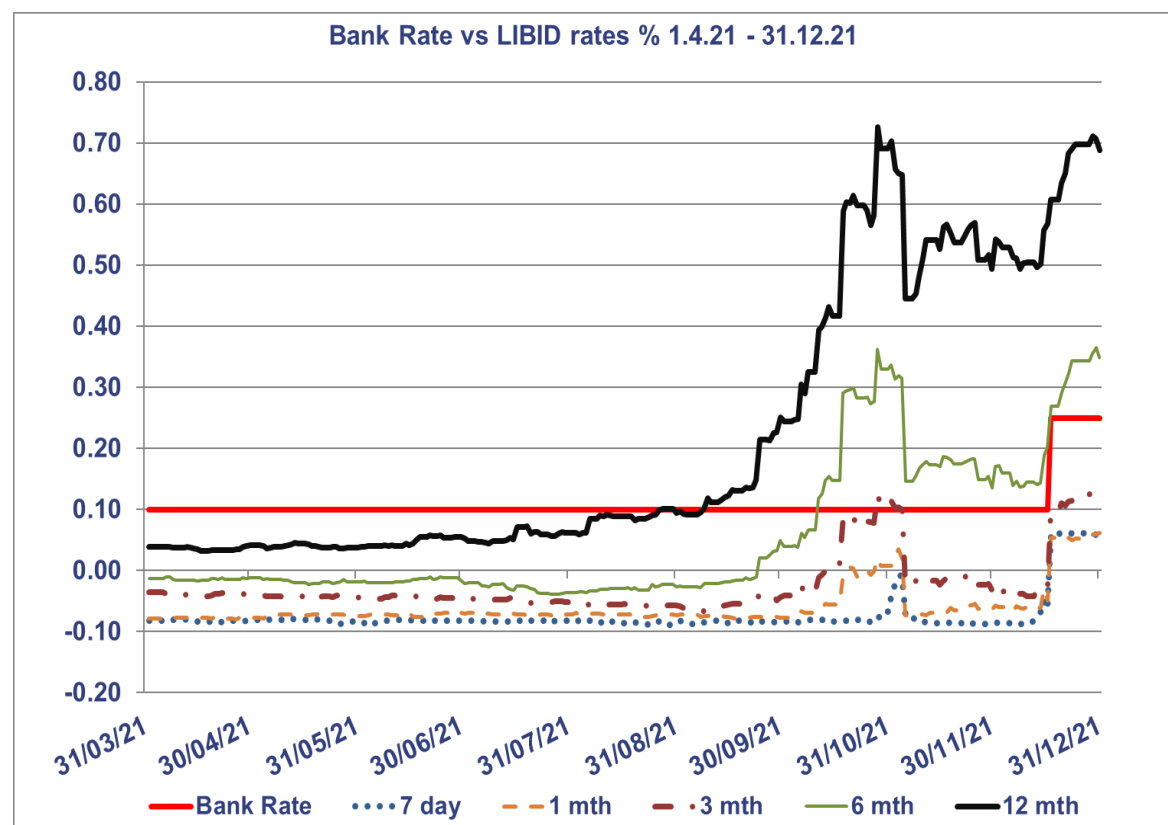
The amounts held in call accounts can be called back in either 32 or 95 days.

The loan to East Cambridgeshire Trading Company was due to be paid back by / in 2023. [This details the position as at 31st March 2022, but Members will be aware that a revised loan arrangement with ECTC was approved by Full Council on the 21st April 2022.]

4. The Strategy for 2021/22

4.1 Investment strategy and control of interest rate risk

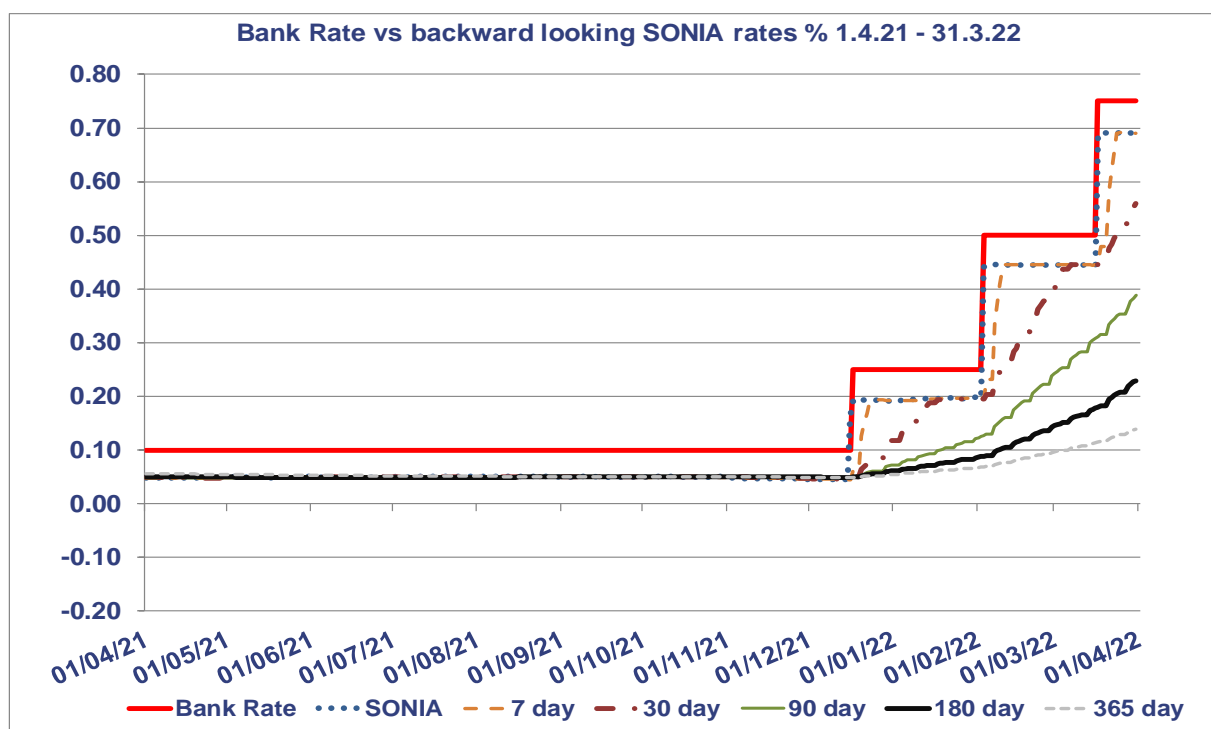
The 2021/22 Treasury Management Strategy stated that we would benchmark the yield on investments via comparison with the LIBID (London Inter-bank Bid Rate) 7-day compound rate. Unfortunately however, this rate was phased out at the end of 2021, so no comparisons are available for the final quarter of the year. However, for the purpose of consistency, the below tables show LIBID data to 31st December 2021:-



| | Bank Rate | 7 day | 1 mth | 3 mth | 6 mth | 12 mth |
|------------------|------------|------------|------------|------------|------------|------------|
| High | 0.25 | 0.06 | 0.06 | 0.14 | 0.36 | 0.73 |
| High Date | 17/12/2021 | 29/12/2021 | 31/12/2021 | 31/12/2021 | 30/12/2021 | 28/10/2021 |
| Low | 0.10 | -0.09 | -0.08 | -0.07 | -0.04 | 0.04 |
| Low Date | 01/07/2021 | 27/08/2021 | 17/09/2021 | 08/09/2021 | 27/07/2021 | 08/07/2021 |
| Average | 0.11 | -0.07 | -0.05 | -0.01 | 0.09 | 0.31 |
| Spread | 0.15 | 0.15 | 0.14 | 0.20 | 0.40 | 0.68 |

Investment Benchmarking Data – Sterling Overnight Index Average 2021/22

Our 2022/23 Treasury Management Strategy states that we will use the 7-day SONIA (Sterling Overnight Index Average) rate in that year, so these figures are also shown for reference.



| | Bank Rate | SONIA | 7 day | 30 day | 90 day | 180 day | 365 day |
|------------------|------------|------------|------------|------------|------------|------------|------------|
| High | 0.75 | 0.69 | 0.69 | 0.56 | 0.39 | 0.23 | 0.14 |
| High Date | 17/03/2022 | 18/03/2022 | 25/03/2022 | 31/03/2022 | 31/03/2022 | 31/03/2022 | 31/03/2022 |
| Low | 0.10 | 0.05 | 0.05 | 0.05 | 0.05 | 0.05 | 0.05 |
| Low Date | 01/04/2021 | 15/12/2021 | 16/12/2021 | 16/12/2021 | 16/12/2021 | 07/06/2021 | 13/12/2021 |
| Average | 0.19 | 0.14 | 0.13 | 0.12 | 0.09 | 0.07 | 0.06 |
| Spread | 0.65 | 0.65 | 0.65 | 0.51 | 0.34 | 0.18 | 0.09 |

Investment returns remained close to zero for much of 2021/22. Most local authority lending managed to avoid negative rates and one feature of the year was the continued growth of inter local authority lending. The expectation for interest rates within the treasury management strategy for 2021/22 was that Bank Rate would remain at 0.1% until it was clear to the Bank of England that the emergency level of rates introduced at the start of the Covid-19 pandemic were no longer necessitated.

The Bank of England and the Government also maintained various monetary and fiscal measures, supplying the banking system and the economy with massive amounts of cheap credit so that banks could help cash-starved businesses to survive the various lockdowns/negative impact on their cashflow. The Government also supplied huge amounts of finance to local authorities to pass on to businesses. This meant that for most of the year there was much more liquidity in financial markets than there was demand to borrow, with the consequent effect that investment earnings rates remained low until towards the turn of the year when inflation concerns indicated central banks,

not just the Bank of England, would need to lift interest rates to combat the second-round effects of growing levels of inflation (CPI was 6.2% in February).

While the Council has taken a cautious approach to investing, it is also fully appreciative of changes to regulatory requirements for financial institutions in terms of additional capital and liquidity that came about in the aftermath of the financial crisis. These requirements have provided a far stronger basis for financial institutions, with annual stress tests by regulators evidencing how institutions are now far more able to cope with extreme stressed market and economic conditions.

Investment balances have been kept to a minimum through the agreed strategy of using reserves and balances to support internal borrowing, rather than borrowing externally from the financial markets. External borrowing would have incurred an additional cost, due to the differential between borrowing and investment rates as illustrated in the charts shown above and below. Such an approach has also provided benefits in terms of reducing counterparty risk exposure, by having fewer investments placed in the financial markets.

4.2 Borrowing strategy and control of interest rate risk

During 2021/22, the Council maintained an under-borrowed position with no external debt. This meant that the capital borrowing need, (the Capital Financing Requirement), was not funded with external debt as cash supporting the Council's reserves, balances and cash flow was used as an interim measure. This strategy was prudent as investment returns were very low and minimising counterparty risk on placing investments also needed to be considered.

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

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

Interest rate forecasts expected only gradual rises in medium and longer-term fixed borrowing rates during 2021/22 and the two subsequent financial years until the turn of the year, when inflation concerns increased significantly. Internal, variable, or short-term rates, were expected to be the cheaper form of borrowing until well in to the second half of 2021/22.

The forecast at the time of approval of the treasury management strategy report for 2021/22 was as follows: -

| Link Group Interest Rate View | | 9.11.20 | | | | | | | | | | | | | |
|-------------------------------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--|
| | Dec-20 | Mar-21 | Jun-21 | Sep-21 | Dec-21 | Mar-22 | Jun-22 | Sep-22 | Dec-22 | Mar-23 | Jun-23 | Sep-23 | Dec-23 | Mar-24 | |
| BANK RATE | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | |
| 3 month ave earnings | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | |
| 6 month ave earnings | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | |
| 12 month ave earnings | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | |
| 5 yr PWLB | 1.80 | 1.80 | 1.80 | 1.80 | 1.80 | 1.90 | 1.90 | 1.90 | 1.90 | 1.90 | 2.00 | 2.00 | 2.00 | 2.00 | |
| 10 yr PWLB | 2.10 | 2.10 | 2.10 | 2.10 | 2.20 | 2.20 | 2.20 | 2.30 | 2.30 | 2.30 | 2.30 | 2.30 | 2.30 | 2.30 | |
| 25 yr PWLB | 2.50 | 2.50 | 2.60 | 2.60 | 2.60 | 2.60 | 2.70 | 2.70 | 2.70 | 2.70 | 2.80 | 2.80 | 2.80 | 2.80 | |
| 50 yr PWLB | 2.30 | 2.30 | 2.40 | 2.40 | 2.40 | 2.40 | 2.50 | 2.50 | 2.50 | 2.50 | 2.60 | 2.60 | 2.60 | 2.60 | |

The current forecast is:

| Link Group Interest Rate View | | 7.2.22 | | | | | | | | | | | |
|-------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| | Mar-22 | Jun-22 | Sep-22 | Dec-22 | Mar-23 | Jun-23 | Sep-23 | Dec-23 | Mar-24 | Jun-24 | Sep-24 | Dec-24 | Mar-25 |
| BANK RATE | 0.75 | 1.00 | 1.00 | 1.25 | 1.25 | 1.25 | 1.25 | 1.25 | 1.25 | 1.25 | 1.25 | 1.25 | 1.25 |
| 3 month av. earnings | 0.80 | 1.00 | 1.00 | 1.20 | 1.20 | 1.20 | 1.20 | 1.20 | 1.20 | 1.20 | 1.20 | 1.20 | 1.20 |
| 6 month av. earnings | 1.00 | 1.10 | 1.20 | 1.30 | 1.30 | 1.30 | 1.30 | 1.30 | 1.30 | 1.30 | 1.30 | 1.30 | 1.30 |
| 12 month av. earnings | 1.40 | 1.50 | 1.60 | 1.70 | 1.70 | 1.60 | 1.60 | 1.50 | 1.40 | 1.40 | 1.40 | 1.40 | 1.40 |
| 5 yr PWLB | 2.20 | 2.30 | 2.30 | 2.30 | 2.30 | 2.30 | 2.30 | 2.30 | 2.30 | 2.30 | 2.30 | 2.30 | 2.30 |
| 10 yr PWLB | 2.30 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 |
| 25 yr PWLB | 2.40 | 2.50 | 2.50 | 2.60 | 2.60 | 2.60 | 2.60 | 2.60 | 2.60 | 2.60 | 2.60 | 2.60 | 2.60 |
| 50 yr PWLB | 2.20 | 2.30 | 2.30 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 |

PWLB rates are based on gilt (UK Government bonds) yields through H.M. Treasury determining a specified margin to add to gilt yields. The main influences on gilt yields are Bank Rate, inflation expectations and movements in US treasury yields. Inflation targeting by the major central banks has been successful over the past 30 years in lowering inflation and the real equilibrium rate for central rates has fallen considerably due to the high level of borrowing by consumers: this means that central banks do not need to raise rates as much now to have a major impact on consumer spending, inflation, etc. This has pulled down the overall level of interest rates and bond yields in financial markets over the past 30 years. We have seen, over the past two years, many bond yields up to 10 years in the Eurozone turn negative on expectations that the EU would struggle to get growth rates and inflation up from low levels. In addition, there has, at times, been an inversion of bond yields in the US whereby 10 year yields have fallen below shorter term yields. In the past, this has been a precursor of a recession. Recently, yields have risen since the turn of the year on the back of global inflation concerns.

5. Investment Outturn

Investment Policy – the Council’s investment policy is governed by DLUHC investment guidance, which has been implemented in the annual investment strategy approved by the Council on 25th February 2021. 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) | 31.3.21 | 31.3.22 |
|--------------------------------|----------------|---------------|
| Earmarked reserves | 13,956 | 16,908 |
| CIL / Section 106 | 8,582 | 11,580 |
| Provisions | 2,176 | 2,046 |
| Council Tax Rebate Funding | - | 4,616 |
| Usable capital receipts | 1,472 | 1,434 |
| Cash / Debtors | 3,730 | 6,436 |
| Internal Borrowing | -11,051 | -9,490 |
| Total | 18,865 | 33,530 |

Investments held by the Council

- The Council maintained an average balance of £29.277 million of internally managed funds.
- The internally managed funds earned an average rate of return of 0.099%.
- The comparable performance indicator is the average 7-day LIBID rate, which was -0.07% for the first nine months of the year.
- Total investment income was £29,114 compared to a budget of £10,877.

6. The Economy and Interest Rates

UK. Economy. Over the last two years, the coronavirus outbreak has done huge economic damage to the UK and to economies around the world. After the Bank of England took emergency action in March 2020 to cut Bank Rate to 0.10%, it left Bank Rate unchanged at its subsequent meetings until raising it to 0.25% at its meeting on 16th December 2021, 0.50% at its meeting of 4th February 2022 and then to 0.75% in March 2022.

The UK economy has endured several false dawns through 2021/22, but with most of the economy now opened up and nearly back to business-as-usual, the GDP numbers have been robust (9% y/y Q1 2022) and sufficient for the MPC to focus on tackling the second-round effects of inflation, now that the CPI measure has already risen to 6.2% and is likely to exceed 8% in April.

Gilt yields fell towards the back end of 2021, but despite the war in Ukraine gilt yields have shot higher in early 2022. At 1.38%, 2-year yields remain close to their recent 11-year high and 10-year yields of 1.65% are close to their recent six-year high. These rises have been part of a global trend as central banks have suggested they will continue to raise interest rates to contain inflation.

Historically, a further rise in US Treasury yields will probably drag UK gilt yields higher. There is a strong correlation between the two factors. However, the squeeze on real household disposable incomes arising from the 54% leap in April utilities prices as well as rises in council tax, water prices and many phone contract prices, are strong headwinds for any economy to deal with. In addition,

from 1st April 2022, employees also pay 1.25% more in National Insurance tax. Consequently, inflation will be a bigger drag on real incomes in 2022 than in any year since records began in 1955.

Average inflation targeting. This was the major change in 2020/21 adopted by the Bank of England in terms of implementing its inflation target of 2%. The key addition to the Bank's forward guidance in August 2020 was a new phrase in the policy statement, namely that "it does not intend to tighten monetary policy until there is clear evidence that significant progress is being made in eliminating spare capacity and *achieving the 2% target sustainably*". That mantra now seems very dated. Inflation is the "genie" that has escaped the bottle, and a perfect storm of supply side shortages, labour shortages, commodity price inflation, the impact of Russia's invasion of Ukraine and subsequent Western sanctions all point to inflation being at elevated levels until well into 2023.

USA. The flurry of comments from Fed officials following the mid-March FOMC meeting – including from Chair Jerome Powell himself – hammering home the hawkish message from the mid-March meeting, has had markets pricing in a further 225bps of interest rate increases in 2022 on top of the initial move to an interest rate range of 0.25% - 0.5%.

In addition, the Fed is expected to start to run down its balance sheet. Powell noted that the rundown could come as soon as the next meeting in May.

The upward pressure on inflation from higher oil prices and potential knock-on impacts on supply chains all argue for tighter policy (CPI is estimated at 7.8% across Q1), but the hit to real disposable incomes and the additional uncertainty points in the opposite direction.

More recently, the inversion of the 10y-2y Treasury yield spread at the end of March led to predictable speculation that the Fed's interest rate hikes would quickly push the US economy into recession. Q1 GDP growth is likely to be only between 1.0% and 1.5% annualised (down from 7% in Q4 2021). But, on a positive note, the economy created more than 550,000 jobs per month in Q1, a number unchanged from the post-pandemic 2021 average. Unemployment is only 3.8%.

EU. With euro-zone inflation having jumped to 7.5% in March it seems increasingly likely that the ECB will accelerate its plans to tighten monetary policy. It is likely to end net asset purchases in June – i.e., earlier than the Q3 date which the ECB targeted in March. And the market is now anticipating possibly three 25bp rate hikes later this year followed by more in 2023. Policymakers have also hinted strongly that they would re-start asset purchases if required. In a recent speech, Christine Lagarde said "we can design and deploy new instruments to secure monetary policy transmission as we move along the path of policy normalisation."

While inflation has hit the headlines recently, the risk of recession has also been rising. Among the bigger countries, Germany is most likely to experience a "technical" recession because its GDP contracted in Q4 2021, and its performance has been subdued in Q1 2022. However, overall, Q1 2022 growth for the Eurozone is expected to be 0.3% q/q with the y/y figure posting a healthy 5.2% gain. Finishing on a bright note, unemployment fell to only 6.8% in February.

China. After a concerted effort to get on top of the virus outbreak in Q1 of 2020, economic recovery was strong in the rest of the year; however, 2021 has seen the economy negatively impacted by political policies that have focussed on constraining digital services, restricting individual freedoms, and re-establishing the power of the One-Party state. With the recent outbreak of Covid-19 in large cities, such as Shanghai, near-term economic performance is likely to be subdued. Official GDP numbers suggest growth of c4% y/y, but other data measures suggest this may be an overstatement.

Japan. The Japanese economic performance through 2021/22 is best described as tepid. With a succession of local lockdowns throughout the course of the year, GDP is expected to have risen only 0.5% y/y with Q4 seeing a minor contraction. The policy rate has remained at -0.1%, unemployment is currently only 2.7% and inflation is sub 1%, although cost pressures are mounting.

World growth. World growth is estimated to have expanded 8.9% in 2021/22 following a contraction of 6.6% in 2020/21.

Deglobalisation. Until recent years, world growth has been boosted by increasing globalisation i.e. countries specialising in producing goods and commodities in which they have an economic advantage and which they then trade with the rest of the world. This has boosted worldwide productivity and growth, and, by lowering costs, has also depressed inflation. However, the rise of China as an economic superpower over the last 30 years, which now accounts for 18% of total world GDP (the USA accounts for 24%), and Russia's recent invasion of Ukraine, has unbalanced the world economy. In addition, after the pandemic exposed how frail extended supply lines were around the world, both factors are now likely to lead to a sharp retrenchment of economies into two blocs of western democracies v. autocracies. It is, therefore, likely that we are heading into a period where there will be a reversal of world globalisation and a decoupling of western countries from dependence on China (and to a much lesser extent Russia) to supply products and vice versa. This is likely to reduce world growth rates.

Central banks' monetary policy. During the pandemic, the governments of western countries have provided massive fiscal support to their economies which has resulted in a big increase in total government debt in each country. It is therefore very important that bond yields stay low while debt to GDP ratios slowly subside under the impact of economic growth. This provides governments with a good reason to amend the mandates given to central banks to allow higher average levels of inflation than we have generally seen over the last couple of decades. Both the Fed and Bank of England have already changed their policy towards implementing their existing mandates on inflation, (and full employment), to hitting an average level of inflation. Greater emphasis could also be placed on hitting subsidiary targets e.g. full employment before raising rates. Higher average rates of inflation would also help to erode the real value of government debt more quickly.

7. Other Issues

IFRS 16

The implementation of IFRS16 bringing currently off-balance sheet leased assets onto the balance sheet, has been delayed until 2024/25.

ABBREVIATIONS USED IN THIS REPORT

CE: Capital Economics - is the economics consultancy that provides Link Group, Treasury solutions, 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 authority finance and treasury management.

CPI: consumer price index – the official measure of inflation adopted as a common standard by 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.

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 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.

HRA: housing revenue account.

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

LIBID: the London Interbank Bid Rate is the rate bid by banks on deposits i.e., the rate at which a bank is willing to borrow from other banks. It is the "other end" of the LIBOR (an offered, hence

"ask" rate, the rate at which a bank will lend). These benchmarks ceased on 31st December 2021 and have, generally, been replaced by SONIA, the Sterling Overnight Index Average.

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

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.

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

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

QE: 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. 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 replacement set of indices (for LIBID) 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).

SCHEDULE OF ITEMS RECOMMENDED FROM COMMITTEES AND OTHER MEMBER BODIES

Committee: Council

Date: 14 July 2022

Author: Democratic Services Manager

[X33]

| Member Body | Report No. |
|---|--|
| <p>1. FINANCE AND ASSETS COMMITTEE – 23 JUNE 2022</p> <p><u>Treasury Operations Annual Performance Review</u></p> <p>The Committee received a report detailing the Council’s Treasury operations during the 2021/22 financial year.</p> <p>A Member commended the strength of the Council’s Treasury Management function and the well-written nature of the reports. However, he queried whether the predictions for the economy and interest rates in section 6 of the report remained realistic in the light of recent announcements on the British economy. The Finance Manager stated that the narrative related to the position at the end of March. A further update would be included in the half yearly Treasury update report, that would pick up more recent developments in the economy.</p> <p>It was resolved to RECOMMEND TO COUNCIL:</p> <p>That the contents of the report on the Council’s Treasury operations during 2021/22, including the Prudential and Treasury Indicators, as set out in Appendix 1 to the submitted report, be approved.</p> | <p>X23 (attached at Appendix A)</p> |