



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,
ELY, CAMBRIDGESHIRE CB7 4EE
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NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that a Meeting of the **EAST CAMBRIDGESHIRE DISTRICT COUNCIL** will be held on **THURSDAY 15 JULY 2021** at **LITTLEPORT LEISURE CENTRE, CAMEL ROAD, LITTLEPORT, CB6 1EW** 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.

PLEASE NOTE: Due to the introduction of restrictions on gatherings of people by the Government as a result of the COVID-19 outbreak, details of the public attendance/Public Question Time arrangements for this meeting are detailed in the Notes section at the end of the Agenda.

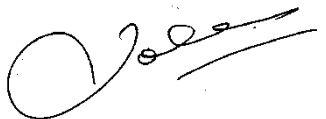
AGENDA

A minute's silence will be observed as a mark of respect following the death of former District Councillor Philip Lewis, Liberal Democrat Member for Cheveley from 1999 to 2003

- 1. PUBLIC QUESTION TIME** **[oral]**
The meeting will commence with up to 15 minutes Public Question Time

Please Note: questions from the public should be e-mailed to tracy.couper@eastcambs.gov.uk by 5pm on Tuesday 13 July 2021 (see Notes box at the end of the Agenda)
- 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 – 29 APRIL 2021**
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]
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. **IRP RECOMMENDATIONS – AUDIT COMMITTEE SPECIAL RESPONSIBILITY ALLOWANCES (SRAs)**
11. **BOUNDARY COMMISSION FOR ENGLAND: PARLIAMENTARY CONSTITUENCIES BOUNDARY REVIEW - COUNCIL RESPONSE**
12. **CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY UPDATE REPORT**
13. **ACTIONS TAKEN BY THE CHIEF EXECUTIVE ON THE GROUNDS OF URGENCY**



J Hill
Chief Executive

To: All Members of the Council

NOTES:

1. In order to comply with current COVID-19 regulations and guidance, sufficient social distancing of all attendees must be maintained and therefore total numbers will necessarily be limited. The maximum capacity for meetings at the venue while COVID-19 restrictions are in place has been set at 72 by the Health & Safety Officer. Allowing for Member/Officer/Press attendance, this will normally give a capacity for public attendance of 15 - 25 socially-distanced seated people.

Members of the public who wish to attend the meeting are therefore asked, where possible, to notify the Democratic Services Manager (tracy.couper@eastcambs.gov.uk) of their intention to attend in order that we can endeavour to accommodate everyone and the necessary access arrangements and health and safety precautions can be shared. Face coverings must be worn at all times except when seated and no one should move around the room unnecessarily.

2. Public Questions/Statements are welcomed on any topic related to the Committee's functions as long as there is no suspicion that it is improper (e.g. offensive, slanderous or might lead to disclosures of Exempt or Confidential information). Up to 15 minutes is allocated for this at the start of the meeting. Please send your question or statement to the Democratic Services Manager (tracy.couper@eastcambs.gov.uk) at least 2 working days before the meeting. Further details about the Public Question Time scheme are available at:
<https://www.eastcambs.gov.uk/committees/public-question-time-scheme>
3. The Council has adopted a 'Purge on Plastics' strategy and is working towards the removal of all consumer single-use plastics in our workplace. Therefore, we do not provide disposable cups at our meetings and would ask members of the public to bring their own drink to the meeting, if required.
4. Fire instructions for meeting: The instructions in the event of a fire at the venue will be announced at the commencement of the meeting.
5. Reports are attached for each agenda item unless marked "oral".
6. If required, all items on the agenda can be provided in different formats (e.g. large type, Braille or audio tape, or translated into other languages), on request, by calling Main Reception on (01353) 665555 or e-mail: translate@eastcambs.gov.uk
7. If the Committee wishes to exclude the public and press from the meeting, a resolution in the following terms will need to be passed:

"That the press and public be excluded during the consideration of the remaining item no(s). X because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category X of Part I Schedule 12A to the Local Government Act 1972 (as amended)."



EAST
CAMBRIDGESHIRE
DISTRICT COUNCIL

Agenda Item 4

Minutes of the remote Meeting of East Cambridgeshire District Council held on Thursday 29th April 2021 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 Joshua Schumann
Councillor David Brown	Councillor Alan Sharp (Chairman)
Councillor Charlotte Cane	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 Simon Harries	Councillor Christine Whelan
Councillor Julia Huffer	Councillor Gareth Wilson

Prior to the commencement of the meeting, the Chairman delivered a tribute, and a minute's silence was held, as a mark of respect following the passing of HRH Prince Philip, Duke of Edinburgh.

"Tomorrow will mark three weeks since the passing of HRH Prince Philip, Duke of Edinburgh. As this is the first meeting of Council since this sad news, I wanted to say a few words as Chairman and I hope Members won't mind me also addressing this matter on behalf of the Council as a whole.

Prince Philip, Duke of Edinburgh, performed a remarkable lifetime of service and his striking achievements transformed the lives of many people. The Duke of Edinburgh Award Scheme and Prince Philip's patronage of organisations focused on the environment, industry, sport and education. These have been particularly significant to the residents of East Cambridgeshire. The District had the great pleasure of witnessing first-hand the Duke of Edinburgh's interest and engagement with people of all ages and from all backgrounds. He last visited the region on 19th November 2009 with Her Majesty The Queen to mark the 900th anniversary of the Ely Diocese. He also opened Jubilee Gardens on 11th February 2002.

On behalf of the Council, I have sent a letter to Her Majesty The Queen expressing the Council's deepest sympathies, and some of the contents I have shared with you this evening. I have received a thank you letter from The Palace. I would like to request that this Council holds a 1 minute silence following the end of this Chairman's Announcement to remember HRH Prince Philip, Duke of Edinburgh."

1. PUBLIC QUESTION TIME

No public questions had been received.

2. ELECTION OF CHAIRMAN 2021/22

Cllr Alan Sharp was duly nominated as Council Chairman by Cllr David Brown and seconded by Cllr Amy Starkey. The nominator and seconder referred to Cllr Sharp's experience in many roles within the District and beyond, including his position as Vice Chairman of Council for 2020/21, together with his high integrity, making him an ideal Chairman of Council.

Cllr Gareth Wilson was duly nominated as Council Chairman by Cllr Charlotte Cane and seconded by Cllr Mark Inskip. The nominator and seconder highlighted Cllr Wilson's 15 years of service on the District Council and 18 years of Parish Council service, as well as his activity in community groups and his integrity, as their reasons for nominating him.

A secret ballot was held in accordance with Council Procedure Rule 9.2.1, resulting in Cllr Sharp being elected.

It was resolved:

That Cllr Alan Sharp be elected as Chairman of East Cambridgeshire District Council for the municipal year 2021/22.

Cllr Sharp then read out the Declaration of Office for Chairman of Council.

3. VOTE OF THANKS TO OUTGOING CHAIRMAN AND PRESENTATION OF PAST CHAIRMAN'S MEDALLION AND SCROLL

The new Chairman, Cllr Alan Sharp, thanked the outgoing Chairman, Cllr Lis Every, for her work and in particular for the way she had handled the virtual meetings during a challenging year.

The Leader of Council placed on record her thanks to Cllr Every for her time as Chairman. She acknowledged the support that Cllr Every had given to Officers and to Members and thanked her for always being well-prepared and for presiding fairly.

4. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Victoria Charlesworth and Cllr Alison Whelan.

5. DECLARATIONS OF INTEREST

Declarations of Interest were made by Cllrs Bailey and Stubbs for Agenda Items 18 & 19: Loan Facility to East Cambs Community Land Trust (ECCLT). As

Trustees of ECCLT, both Members declared a Prejudicial Interest and stated that they would each exercise their public speaking right before leaving the meeting for the remainder of the item(s).

6. MINUTES – 23 FEBRUARY 2021

It was resolved:

That the Minutes of the meeting held on 23 February 2021 be confirmed as a correct record and signed by the Chairman.

7. ELECTION OF VICE-CHAIRMAN 2021/22

Cllr Daniel Schumann was duly nominated as Council Vice-Chairman by Cllr Alan Sharp and seconded by Cllr Julia Huffer. The nominator and seconder commented that as a younger Member of Council, and with extensive experience of community work for arts projects in Soham, they were confident he would fulfil the role with dignity and humour.

There being no other nominations:

It was resolved:

That Cllr Daniel Schumann be elected as Vice-Chairman of East Cambridgeshire District Council for the municipal year 2021/22.

Cllr D Schumann then read out the Declaration of Office for Vice-Chairman of Council.

8. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcement:

“Councillors will be aware of the announcement made yesterday that the application to the High Court made by ADSO, LLG and Hertfordshire County Council in relation to virtual meeting provisions for local authorities has been dismissed. This means that the legislative provision that currently enables local authorities to conduct remote meetings will expire on 6 May 2021. You will note that there is a Motion and a report later on the Agenda to consider the implications of this.”

9. PETITIONS

No petitions had been received.

10. MOTIONS

a) Endorsement of the Fenland Flag

The following Motion was proposed by Cllr Bailey and seconded by Cllr Huffer:

Inspired by the success of the Black Country flag, adopted in 2012, and aware of the strong sense of identity in the people of the Fens, East Cambridgeshire resident and vexillographer Mr James Bowman embarked on the design and promotion of a flag for the Fenland area in 2016.

The area that Mr Bowman intends the flag to cover is that defined by Natural England as the National Character of the Fens, stretching north to the fens of Lincolnshire, taking in Fenland and most of East Cambridgeshire to the south.

Mr Bowman writes that the symbol of the Fens is the Fen Tiger and that this designation derives from the sometimes violent opposition of the local population to the fen drainage schemes of the 17th century. 'Fen Tiger' is a well known and well used nickname for someone from the Fens; many associations and businesses in the area use the term, sometimes with logos that feature tigers.



Mr Bowman, aided by a number of people, has run a successful campaign since 2018 to encourage take up and usage of the flag, with the ultimate aim of having the flag officially recognised through inclusion in the registry of the Flag Institute. The flag is promoted online on social media and via direct canvassing for support and has steadily increased in visibility with flags being displayed in a number of locations as well as through the use of supporting materials such as postcards, stickers, keyrings and other items.

Businesses and organisations supporting the flag campaign include those from the travel and tourism sector, food manufacturing, catering, and boating, as well as community clubs, the private boating community,

FACT Community Transport, and Ely Tourist Information Centre. There is good evidence of widespread use of the flag and it is included on the British County Flags website.

This Council:

- Thanks and congratulates Mr Bowman and his colleagues on the success to date of the promotion of a flag for Fenland.
- Encourages and endorses the inclusion of the flag in the registry of the Flag Institute.
- Wishes Mr Bowman the best of luck in his efforts to have the flag recognised by the Flag Institute.

Speaking as proposer of the Motion, Cllr Bailey expressed her delight at being able to support the new flag. She thanked vexillographer Mr James Bowman for his creation and congratulated him and his colleagues on their success to date. She explained that the central yellow field depicted the agricultural prosperity of the region and the blue fields to either side of it represented the natural and manmade waterways. On behalf of Mr Bowman, the Leader thanked Dawn Barlow, Lisa Dodge, Benjamin Di-Guilio, David Goode, Terry Munnerly, Antty Roberts, Time Starkiss, Bob Todd, John Turton and Graham Vaughn, and most of all Mark Elvin and Cheryl Wright, who had all helped him in promoting and encouraging the use of the flag.

A Member spoke in support of the Motion and requested that the flag should be flown on the Council's flagpole, since East Cambs covered a large part of Fenland.

In summing up as the seconder of the Motion, Cllr Huffer commented that East Cambs contained a wonderful vibrant community which embodied the spirit of the Fen Tiger.

The Motion was carried unanimously.

b) Virtual Council Meetings

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

During the period of the COVID-19 restrictions this Council has successfully held meetings virtually using Zoom. It was one of the first councils to introduce virtual or online meetings, initially for Planning Committee meetings, before being used for all committee and full Council meetings.

The government is not currently planning to extend the temporary power to hold virtual meetings beyond 7 May 2021. This Council notes there have been occasions where face to face meetings would have been preferred, but this Council notes the advantages of being able to hold remote meetings.

1. Many of East Cambridgeshire's district councillors live quite a distance from Ely. For some it is an hour round trip to attend a committee meeting. It isn't always easy, particularly during winter time, to attend all the meetings because of inclement weather and work commitments. Often there are meetings in the morning, afternoon and evening with some time in-between. That time is not wasted if members are able to attend remotely from home.

2. East Cambridgeshire District Council has declared a climate emergency and by attending meetings via Teams or Zoom we are not driving and using non-renewal resources but are cutting down on our carbon footprint – a priority of this Council.

3. Virtual meetings have saved the council money during the past financial year as, for example, travel expenses have been very much reduced. As we are facing a significant shortfall in funding for the foreseeable future any saving is helpful.

4. Councillors wish to attend the East Cambridgeshire District Council committees but are also keen to attend meetings of the Parish Councils within their wards. Some are also County Councillors and inevitably there is often a clash of dates. This means that councillors have to choose which to attend. The result is less engagement with the District Council, or the County Council or the Parish Councils. Having remote meetings means that councillors can more easily attend most of the meetings, to the advantage of all the councils.

5. The engagement of the public and press has also generally increased. The level of reporting about council business has increased as face to face or physical meetings often no longer attracted the local press due to cutbacks in their staff.

6. For some councillors who have work commitments, mobility issues or are carers remote meetings have been easier for them to attend. This may well help to attract a wider age range of potential councillors in future elections.

This Council would like to have the flexibility to hold remote or virtual, and physical or face to face meetings. We recognise that some meetings are better dealt with face to face and we also recognise that a hybrid model could also work successfully.

This Council therefore resolves to:

1. Write to the Ministry of Housing, Communities and Local Government (MHCLG) urging that the temporary change to the meeting rules set out in the Local Government Act 1972 be made permanent so that after 7 May we have the flexibility to hold

meetings remotely or physically or by using a combination of the two.

2. Write to our two MPs, the County Council and Parish Councils asking for support for this flexible approach to council meetings.

3. If our request is successful to explore the use of technology to develop remote meetings even more in order to attract a wider audience.

Speaking as proposer of the Motion, Cllr Inskip reminded Members that, due to the imminent expiry of the legislation permitting virtual meetings, the meeting of Full Council had needed to be brought forward. Restrictions had prevented face-to-face meetings since March 2020 but the use of virtual meetings had enabled local democracy to continue to function effectively. In recognising the success of virtual meetings, he suggested it would be advantageous to have the flexibility of virtual or face-to-face meetings since the technology was now readily available and made it easy for the general public to view. Whilst face-to-face meetings would sometimes be preferable there were many occasions, particularly in a large rural district with many people living far from the Council offices, when remote meetings had significant advantages.

The Leader of Council responded that whilst she agreed with many of the points raised, the Motion did not add anything to the actions that Council had already taken. She reminded Members that all Group Leaders had been consulted about the Government's Call for Evidence regarding remote meetings, and that their responses had informed the Council's submission to the Call for Evidence. She informed Members that both local MPs had been written to with details of the MHCLG submission, and both had acknowledged the letter and indicated that they would support the Council. The County Council and Parish Councils would need to formulate their own views and responses in line with their own needs. She invited Cllr Inskip to withdraw the Motion now that he had more information regarding how the Council had already addressed the issue.

A Member commented that the information provided by the Leader was already well known. However, approving the Motion would mean that the Council Minutes recorded Members' support for remote meetings and their desire to maximise their use across the District. Unanimity in the Minutes would be a positive action in support of the other actions that had already been taken.

As seconder of the Motion, Cllr Cane explained that she had heard positive comments from many local residents regarding remote meetings, particularly for Planning Committee. Although virtual meetings had been forced upon the Council, they had been shown to be very useful and would be important to continue. The Motion included a resolution to write to the MHCLG; whilst noting that the Council had responded to the Government's Call for Evidence, she commented that a letter stating that the Council had met and unanimously agreed the advantages of being able to hold remote meetings would be both useful and timely following the recent High Court judgement. Writing to local

MPs to emphasise that this Council wanted a law change would also be a strong message, and combining forces with the County Council and Parish Councils had frequently been done for other matters so would also give a strong approach in this instance. The technology for remote meetings also needed to be explored further in order to ensure that those who currently struggled with it would be able to access future meetings. She concluded that the Motion provided an opportunity for all Members to unite and send the Government a clear message that the Council wanted to continue using remote meetings as and when appropriate.

On being put to the vote, the Motion was lost with 11 votes in favour and 15 against with 0 abstentions.

11. **QUESTIONS FROM MEMBERS**

Questions were received and responses given as follows:

i) Question to the Chairman of the Finance & Assets Committee from Cllr Mark Inskip:

“In March, the government announced the awarding of the £56 million Welcome Back Fund to principal councils including East Cambridgeshire. These funds are intended to help boost tourism, improve green spaces and provide more outdoor seating areas, markets and food stall pop-ups – giving people more safer options to reunite with friends and relatives.

Robert Jenrick, the Secretary of state for Housing, Communities and Local Government, in a letter to councillor Sue Baxter, the Chair of the National Association of Local Councils (NALC), confirmed that the government is strongly encouraging principal authorities in England to work with parish and town councils to pass on funding from the Welcome Back Fund.

What steps has East Cambridgeshire District Council taken to identify opportunities to pass on funding from the Welcome Back Fund to parish and town councils? What proportion of the funding received by the district council is expected to be passed to parish and town councils?”

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

“Thank you for your question Cllr Inskip. The Guidance Notes and the supporting Frequently Asked Questions document have only recently been published (16th April and 23rd April) and indeed Officers attended a webinar only yesterday. Now Officers have all the information available relating to the scheme and its eligibility criteria, they will be able to prepare an action plan that must be submitted to MHCLG before we begin to incur expenditure. In a nutshell, watch this space.”

ii) Question to the Chairman of the Finance & Assets Committee from Cllr Lorna Dupré:

“Prior to the full council meeting held on 31 July 2020, a total of £71,487 was spent on the Mepal Crematorium project. Following that meeting and through to February of this year an additional £91,451 had been spent, bringing the total expenditure on the project to £162,938. I understand that further expenditure on the project has taken place since February.

Can the Chairman of the Finance & Assets Committee confirm the total expenditure to date on the Mepal Crematorium Project, i.e. the total of the £71,487 spent before 31 July 2020 and all subsequent expenditure to date?

Further, can the Chairman of the Finance & Assets Committee confirm the forecast additional expenditure expected to be needed before the work to submit the planning application for the Mepal Crematorium project can be completed?”

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

“Thank you for your question Cllr Dupré. I can confirm that the total spent on the crematorium project during 2020-21 was £213,535.75. From April 2021 to date there has been additional expenditure of £5,400. Therefore, the total amount spent since April 2020 is £218,935.75.

With regards to your second question I can advise that the forecast of additional expenditure prior to work undertaken for any planning application will be approximately £18,025.”

iii): Question to Cllr Lisa Stubbs from Cllr Simon Harries:

“In the 12 months between 29th April 2020 and 29th April 2021, how many meetings of the East Cambs CLT have taken place, and how many of these did you personally attend?”

Response from Cllr Lisa Stubbs:

“Thank you Cllr Harries for the question. There have been 12 meetings of the East Cambs CLT for the period stated and I have attended all 12 of those meetings”

iv) Question to the Chairman of the Finance & Assets Committee from Cllr John Trapp:

“The Greater Cambridge Partnership is having an extensive review, with public consultation, of access to Cambridge City from places outside the city. This includes the idea of stopping cars going down Newmarket Road. The overwhelming majority of the traffic going west into Cambridge along the Newmarket Road is from our district: Bottisham, Woodditton, Burwell, Fordham and Isleham, and both Soham wards will be affected.

What consultative relationship has ECDC had with GCP in this matter?"

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

"Thank you for your question Cllr Trapp. A draft response to the Greater Cambridge Partnership Cambridge Eastern Access Consultation was circulated to all members for comment by Sally Bonnett on 14th December 2020. The final consultation response, taking into account comments received, was submitted to GCP on 18th December 2020. In addition to this I represented ECDC, as a substitute member, at the Cambridgeshire and Peterborough Combined Authority Transport and Infrastructure Committee meeting on 6th January 2021. I used the ECDC response to inform the consultation response from the CPCA to GCP."

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

Council received a report (W1, previously circulated) containing details of the Leader and Deputy Leader of the Council, the Political Groups, and the Group Leaders and Deputy Group Leaders for 2021/22.

The Chairman introduced the report and stated that no changes had been made since the previous year.

There were no comments or questions from Members.

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 shown in paragraph 3.1 of the report, be noted.

13. POLITICAL PROPORTIONALITY

Council considered a report (W2, previously circulated) detailing the political balance of the Council and the implications for the allocation of seats on Committees, Sub-Committees and other Member bodies.

The Democratic Services Manager introduced the report and explained that the proportionality calculations were shown in Appendix 1. The Group Leaders had been advised of the calculations, and the allocation of seats on the various Committees, Sub-Committees and other Member bodies were shown in Appendix 2.

Cllr Bailey commented on the political balance and moved the recommendation in the report. Cllr J Schumann seconded the proposal.

A Member commented that in some other administrations the audit and/or scrutiny committees had a majority of members from the opposition party or

parties and the Chairman also was appointed from the opposition. The Leader of Council responded that many such administrations were operating under a Cabinet system whereas in a Committee system, such as that adopted by this Council, the committees self-scrutinise and she felt this to be a strength of the Committee system.

As seconder of the proposal, Cllr J Schumann clarified that the Audit Committee was not an Overview & Scrutiny Committee and it was therefore reasonable for the administration to have the majority position.

It was unanimously resolved:

That the details of the political balance of the Council, as set out in Appendix 1 of the 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.

14. MEMBERSHIP OF COMMITTEES AND SUB-COMMITTEES (INCLUDING SUBSTITUTES) AND OTHER MEMBER BODIES 2021/22

Council considered a report (W3, previously circulated) regarding the memberships of Committees, Sub-Committees and other Member bodies for 2021/22.

The Democratic Services Manager introduced the report and explained that the Group Leaders had been invited to give nominations for the Committees, Sub-Committees and Member bodies following receipt of the new proportionality calculations as discussed in the previous Agenda item. The nominations were detailed in Appendix 1.

Cllr Bailey moved the recommendation in the report and thanked all Members for their service on Committees. Cllr J Schumann seconded the motion to approve the memberships in the report. Cllr Harries commented that he had also been willing to second the proposal in the spirit of cross-party agreement.

It was unanimously resolved:

That the membership of Committees, Sub-Committees and other Member Bodies, as set out in Appendix 1 of the report, be approved.

15. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

a) Appointments to Combined Authority

Council considered a report, previously circulated, requesting Council to make appointments to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2021/22.

The Democratic Services Manager introduced the report by explaining that the rescheduling of the Council meeting, in order to be able to meet remotely, meant that it fell before the local elections to be held on 6th May. The proportionality calculations for the Cambridgeshire and Peterborough Combined Authority would not be able to be performed until after these elections and therefore the recommendation in the report was the most expedient way to make this Council's nominations to the Combined Authority.

The Chairman moved the recommendation in the report since it was a procedural matter and the Vice Chairman seconded the proposal for the same reason.

There were no comments or questions from Members.

It was unanimously resolved:

That the Chief Executive be authorised to appoint the Leader of Council to act as the Council's appointee to the Combined Authority and the Deputy Leader to act as the substitute member, and to make appointments to the Overview and Scrutiny Committee and the Audit and Governance Committee, in consultation with the Political Group Leaders, in accordance with the political balance calculations to be provided by the Combined Authority.

b) Update Report

Council received reports (previously circulated) from the meetings of the Audit & Governance Committee (5 March 2021) and the Overview & Scrutiny Committee (22 February 2021) of the Cambridgeshire and Peterborough Combined Authority.

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 appointees be noted.

16. THE FUTURE OF REMOTE MEETINGS

Council considered a report (W4, previously circulated) concerning the future of remote meetings for East Cambridgeshire District Council and its Committees.

The Chief Executive introduced the report by explaining that it had been prepared in case the outcome of the High Court proceedings outlined in paragraph 3.3 was not known or, as had proven to be the case (Minute 69), the challenge had been unsuccessful. The response to the Call for Evidence

regarding remote meetings had shown a cross-party support for their merits. Option 1, summarised in paragraph 4.2 of the report, provided Council with a temporary solution for retaining remote meetings and he recommended that, if approved, it should be reviewed by September 2021. He clarified that “in consultation with Members” referred to consultation with the relevant Committees or Council and that appropriate changes to the Constitution would be needed to permit this. Counsel’s opinion had been sought regarding the legality of Option 1, both prior to the report preparation and again since receiving the High Court judgement. Other Councils were also known to be seeking legal advice and some had received different opinions, he therefore suggested that it could be pertinent to authorise the Monitoring Officer to bring forward the review period, if she so recommended.

Cllr Bailey moved the recommendation in the report, with an addition at the end of recommendation (iv) so that it would read “review these arrangements by September 2021, *or earlier on the advice of the Monitoring Officer.*” Her proposal was seconded by Cllr J Schumann. The Leader of Council thanked the Chief Executive, the Monitoring Officer, and the Director Commercial for their hard work in this area over recent weeks, including seeking Counsel’s advice. She commented that some Members and staff had been isolating for many months in order to protect themselves or family members, or due to caring responsibilities, and that, although the vaccine programme was progressing well, the Government advice to work from home whenever possible remained. She therefore supported the pragmatic approach of Option 1, was reassured by Counsel’s advice, and looked forward to a time when meetings could safely be held face to face once more.

A Member commented that none of the proposed options were risk-free. Option 3 represented an abdication of democratic responsibility and was therefore rightly not being pursued. Option 2 posed a risk to public health since it required face to face meetings before lockdown restrictions allowed such gatherings. Option 1 was the preferred option in the report but nonetheless posed a legal risk, despite having Counsel’s advice, since the likelihood was that it would be challenged at some future point, for example regarding a Planning decision or an award of a contract. There was a lack of detail in the report regarding how Option 1 would work in practice, specifically:

- Would “in consultation with Members” mean in consultation with all Members who would normally take part in the decision;
- Would meetings take place in accordance with the Council’s usual Rules of Procedure (including Covid-related additions and amendments);
- Would meetings have written papers as currently provided, including online publication within the legally required timeframes;
- Would meetings be open for public participation via questions and petitions, and streamed on YouTube for public viewing?

The Member asked the Chief Executive to place on record the assurance that all those procedures would be in place under Option 1. At the invitation of the Chairman, the Chief Executive confirmed that they would.

A Member commented that Option 1 was clearly the best of the available options but none were without risk and the situation should have been averted, as it had been in Scotland and Wales, where the devolved Governments had secured the required legislation for remote meetings to continue.

Speaking as the seconder of the Motion, Cllr J Schumann stated that he was not surprised by the Court's decision due to parliamentary supremacy regarding legislation, but he was pleased to see that there was an ongoing consultation on the issue which suggested that the Government recognised its importance. He felt that the Council had found a good solution in Option 1 and, although he echoed the comments that all options had accompanying risks, the risk to people's health by meeting in person was the greater risk.

In summing up, the Leader of the Council agreed that, whilst not ideal, the situation was a temporary one and Option 1 was the best solution in difficult circumstances. Counsel had recommended a very careful re-drafting of the relevant parts of the Council's Constitution and, with the amended recommendations, the arrangements could be reviewed sooner than September if necessary.

It was unanimously resolved:

- i) That the update by the Chief Executive on the High Court Proceedings in relation to remote meetings be noted.
- ii) That Option 1, as detailed in paragraph 4.2 of the report, be implemented for Council and all Committees.
- iii) That the Monitoring Officer be authorised to make necessary amendments to the Constitution to implement the Council's resolution.
- iv) That the arrangements be reviewed by September 2021, or earlier on the advice of the Monitoring Officer.

17. ACTION TAKEN BY THE CHIEF EXECUTIVE ON THE GROUNDS OF URGENCY

Council received a report (W5, previously circulated) outlining the action taken by the Chief Executive on the grounds of urgency regarding the Anglia Revenues Partnership.

It was unanimously resolved:

That the action taken by the Chief Executive on the grounds of urgency relating to Anglia Revenue Partnerships, as detailed in the report, be noted.

18. LOAN FACILITY TO EAST CAMBS COMMUNITY LAND TRUST

Council considered a report (W6, previously circulated) detailing a proposed loan to the East Cambs Community Land Trust (ECCLT) from the District Council.

The Finance Manager and S151 Officer introduced the report and explained that the loan would enable the ECCLT to purchase 15 affordable homes on the former MOD site in Ely and would provide the Council with a higher level of interest than was currently received from other investments. He had reviewed the financial business model and was satisfied that the loan provided very limited risk to the Council.

Exercising her public speaking right, Cllr Bailey thanked the Finance Manager for this report and noted that he had specified there to be “very limited risk”. She hoped that Members would support the transfer of 15 homes to the ECCLT because it was good for local residents trying to purchase their own homes. 8 properties would be finished the following day and there were people waiting to complete their purchases and move in. The financial modelling was robust and the ECCLT had received independent financial advice. Cllr Stubbs echoed the view that approval of the loan would support hardworking local people who wanted to get onto the housing ladder.

7:36pm Cllrs Bailey and Stubbs left the meeting due to their previously-declared Prejudicial Interests.

The Chairman reminded Members that Appendix 3 contained Exempt Information under Category 3 of Part I Schedule 12A to the Local Government Act 1972 (as amended), therefore Council would have to go into exempt session (Agenda Item 19) if Members wished to discuss anything in that document.

Cllr J Schumann moved the recommendation in the report, seconded by Cllr Hunt. He recommended approving the loan in order to support the CLT because absolute assurance had been given that the CLT had the ability to repay the loan, it was of financial benefit to the Council due to the interest that would be received, and it was of wider benefit because it would unlock affordable housing.

Under Procedure Rule 11.4 Cllr Dupré moved that the item should be referred to an extraordinary meeting of the Finance & Assets Committee for the report to be considered alongside further information including a valuation, affordability calculations, a detailed cashflow of the ECCLT to illustrate how the interest and loans would be repaid, a risk assessment, a robust loan agreement, a draft of the proposed charge, and clarity regarding whether the properties would be leasehold or freehold.

On the invitation of the Chairman, Cllr Dupré outlined her reasons for the proposal. She stated that the report contained insufficient detail for a request

to lend nearly £400k, and in particular contained no analysis of risks. Due diligence was needed with regard to public money and more information was required in order to do that. There had been two meetings of the Finance & Assets Committee in March 2021 at either of which, she suggested, the matter could have been explored in depth. She specified that her proposal was to convene an extraordinary meeting of the Finance & Assets Committee in order to avoid undue delay in the decision-making by waiting for the next scheduled meeting. Cllr Cane seconded the proposal.

A Member commented that Officers could be asked for further information at any point, therefore that should have been done upon publication of the report rather than waiting until this meeting to propose a referral, and consequently delay the provision of affordable housing. The Member was content that the risks had already been assessed by capable Officers.

Another Member stated that, although affordability calculations had been requested, Officers had responded that they were not available. The request had been made in order to determine whether the houses were truly affordable, as per the Government's criteria for affordable shared ownership homes, since the paper referred to an 80% valuation by the Ecology Building Society but also to the CLT selling shares based on each property's full market value.

A Member discussed general concerns regarding the scrutiny of East Cambs Trading Company (ECTC) loans and the overall viability of the trading company, as minuted at various Finance & Assets Committee meetings, and questioned whether the houses that would be funded by the proposed loan would truly be affordable. The Member asserted that the manner in which the loan request had been presented, and the way in which the ECCLT's business was conducted, was designed to avoid scrutiny. Another Member interjected with a Point of Order regarding the Member's comments about the validity of the ECCLT and asked the Monitoring Officer to comment on whether the ECCLT was governed by Section 79 of the Housing and Regeneration Act 2008 which would legally oblige them to provide the benefit of local community housing.

7:54-7:57pm the meeting was briefly adjourned.

The Monitoring Officer informed Members that she was not familiar with all the details of the ECCLT but, having looked into it during the adjournment, she could confirm that it was a Charitable Trust formed to deliver affordable housing, and that it would therefore have to comply with its Objects to deliver affordable housing.

A Member raised a Point of Order and quoted from Procedure Rule 17.1 to suggest that the previous Point of Order was not valid. The Member whose contribution had been interrupted by the first Point of Order then gave a Point of Explanation to clarify that his issue had been with the way that information about the ECCLT had been provided, rather than with the constitution of the ECCLT which he knew nothing about. The Member who had raised the initial

Point of Order then raised a Point of Explanation to state that it had been valid since it had concerned the Members' Code of Conduct in Part 5 of the Constitution, which required Members to be honest and he had not considered some comments regarding the ECCLT to be honest since they could be considered to mislead the public.

Several Members commented that CLTs were effective ways to provide affordable housing, and the proposed referral to the Finance & Assets Committee would unnecessarily delay a decision since it was appropriate for Full Council to decide on loans such as this. A Member stated that the 15 homes should be considered sufficient security on a £390k loan and that the Objects clause of a CLT gave the Council security in dealing with them.

Other Members reiterated concerns about the ECCLT's ability to cover the interest payments, and the view that there was insufficient information in the report for Council to be able to make a decision.

Speaking as the seconder of the proposal to refer the matter to the Finance & Assets Committee, Cllr Cane highlighted concerns that the total value of the Building Society loan and the proposed loan from the Council was greater than the Building Society valuation stated in the report. Should the value of the asset need to be realised there would also be transactional costs to consider. In determining whether to agree a loan of this size, she argued that several checks should be made. Firstly, whether it would deliver affordable housing; Officers had stated that it would be affordable because it was shared ownership, however affordability calculations should be provided to compare salaries with the sum of the mortgage, rent and service charges. Secondly, a formal risk assessment should be conducted and made available to Members. Thirdly, a detailed cashflow should be provided to illustrate how the monthly interest payments would be made. Finally, a more detailed loan agreement should be prepared, more in line with that in place between ECCLT and Ecology Building Society.

Following a request by Cllr Cane under Procedure Rule 9.1.3, a recorded vote was taken on the motion to refer the matter to an extraordinary meeting of the Finance & Assets Committee:

FOR: (9)	Cllrs Cane, Downey, Dupré, Harries, Inskip, Jones, Trapp, C Whelan, Wilson
AGAINST: (15)	Cllrs C Ambrose Smith, D Ambrose Smith, Austen, Bovingdon, Brown, Edwards, Every, Huffer, Hunt, D Schumann, J Schumann, Sharp, Starkey, Trimarco, Webber
ABSTENTIONS: (0)	

The Motion was declared to be lost.

Debate then returned to the original Motion to approve the recommendations in the report.

Several Members spoke about the people who were waiting to purchase the 15 homes on the ex-MOD site, stating their support for the provision of the homes and the importance that they should not be unnecessarily delayed. Nonetheless, proper consideration needed to be given to decisions involving public money.

A Member reiterated concerns about the way the ECCLT appeared to operate, which differed from other local CLTs such as Haddenham CLT, and expressed disappointment that all of the homes would be sold rather than being retained to rent to East Cambs residents who could not afford to purchase a property. Another Member expressed concern regarding conflicts of interest regarding the Council, the Combined Authority, East Cambs Trading Company (ECTC), and the CLT, since there were Members and Officers involved with all of these bodies. Several Members referred to the fact that the Finance & Assets Committee had recently approved a loan to ECTC without knowing that the proposed purchaser of 15 of their properties would not be able to complete the purchase without a loan of £390k from the Council. Therefore, if the loan to the ECCLT was not approved, then there would be a delay in the repayment of the Combined Authority and District Council's loans to ECTC. In addition, the CLT appeared to retain the full discount on the purchase price from ECTC and therefore the buyers would effectively be subsidising the CLT.

Speaking as the seconder of the Motion, Cllr Hunt talked about the importance of affordable housing in general and specifically that this project had regenerated a site that had been empty for several years. He reminded Members that an independent consultant and the S151 Officer both considered the loan to be safe, that the Council would benefit from a greater level of interest than it would receive from other investments, and that it would provide the wider benefit of homes for people in need of them.

In summing up, Cllr J Schumann stated that voting against the Motion, or abstaining, would put the 15 homes at risk and he reminded Members that buying a house was very hard for many people but schemes such as this one which allowed up to 100% ownership over time enabled people to eventually own their own home.

It was resolved, with 15 votes in favour, 0 votes against, and 9 abstentions:

- i) That the loan of £390,000 based on the draft heads of terms detailed in Appendix 1 of the report be approved.
- ii) That the Section 151 Officer be authorised to execute the loan agreement in accordance with the above resolution and Appendix 1 of the report.

The meeting concluded at 9:00pm

CORPORATE PLAN 2021-2023 (UPDATED)

Committee: Council

Date: 15 July 2021

Author: Chief Executive

[W38]

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/OPTIONS**

3.1 The updated Corporate Plan 2021-2023 sets out the Council priorities and details in Appendix 1 the commitments for 2021/22. 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 these new priorities.

4.0 **PROPOSALS**

4.1 The proposed updated Corporate Plan 2021-2023 is attached as Appendix 1. Paragraph 4.2 outlines the achievements of the Council in meeting its 2019-2021 commitments agreed by the Council on 17 October 2019 (ref: Agenda Item 9) and updated on 16 July 2020 (ref: Agenda Item 9).

4.2 The activities of the Council have been significantly affected by the COVID 19 pandemic, nevertheless the Council has maintained its focus on the delivery of its 2019/23 Corporate Plan. Significant progress has been made in 2020/21, specifically:

- Council Tax freeze in 2020/21 for the eighth consecutive year.
- ECTC and ECSS delivering its Business Plan commitments within the constraints of the pandemic, specifically but not exclusively delivery of homes

at Haddenham and Ely, continuation of key services including Refuse collection, Recycling, Street Cleansing, Ely Markets and Parks and Open Spaces.

- Positive engagement with the Combined Authority to deliver our priorities most notably, Soham Station and £100k homes.
- Adoption of Custom and Self Build, Climate Change and Natural Environment SPD.
- Meeting 15 pledges with the Environment Plan and significant progress towards the remaining 5.
- Lancaster Way roundabout completed.
- Working together to approve the 'New Bus Service Proposals for East Cambridgeshire' (Bus Prospectus) and identify 5 priority cycle routes across the district.
- Achieving Gold Standard for the Council housing service.
- Market Town Plans agreed for Ely, Littleport and Soham.

In addition, the Council administered COVID-19 Business Grants to 3,321 businesses totalling £21,015,981.

4.3 The Corporate Plan has been updated to reflect these achievements, responding to new challenges and reiterating previous commitments, specifically and notably:

- Reviewing the CIL infrastructure list to develop/improve (as matching funding for) community facilities across the District.
- Champion and promote to the Combined Authority and other partners the implementation of the Council's priority cycleways and the agreed Bus Prospectus.
- Continue with our campaign to ensure the completion of the dualling of the A10 from Ely to Cambridge with junction improvements, off road cycling provision and safe pedestrian crossing.
- Further develop and implement the Council's Housing priorities including more CLT's, adoption of £100k homes allocation policy, 'First Homes' local connection criteria and (subject to planning) exceeding 30% of affordable homes in MoD Phase 2 development.
- Implement the Council's Climate Change Strategy.
- Continue to support communities and businesses in their recovery from the COVID-19 pandemic.
- Submit the planning application for a green, environmentally sustainable crematorium, natural burial site and pet cemetery in Mepal.

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) 2021-2023 – circulated separately.

Background Documents

Council 17 October 2019
(Agenda Item 9)

Council 16 July 2020
(Agenda Item 9)

Location

Room 103
The Grange
Ely

Contact Officer

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

INDEPENDENT REMUNERATION PANEL RECOMMENDATIONS – AUDIT COMMITTEE SPECIAL RESPONSIBILITY ALLOWANCES (SRAs)

Committee: Council

Date: 15 July 2021

Author: Democratic Services Manager

[W39]

1.0 **ISSUE**

1.1 To consider the recommendations of the Independent Remuneration Panel (IRP) relating to Special Responsibility Allowances for the newly established Audit Committee.

2.0 **RECOMMENDATIONS**

2.1 That Council approve the recommendations of the Independent Remuneration Panel (IRP) as set out in paragraph 3.5, or approve alternative Special Responsibility Allowances (SRAs) in respect of the Audit Committee, to be backdated to the establishment of the new Committee from the Annual Council meeting on 29 April 2021.

2.2 That Council notes the IRP comment regarding potential conflicts of interest in the membership of the Audit Committee and F&A Committee in paragraph 3.7 of the report.

3.0 **BACKGROUND/OPTIONS**

3.1 The current Independent Remuneration Panel (IRP) was originally appointed by a process agreed by the then Corporate Governance and Finance Committee on 28 July 2016. It was re-convened by full Council on 21 February 2019 specifically to consider the remuneration of the Leader and Deputy Leader of the Council, but this review was extended in the light of a request from the Cambridgeshire and Peterborough Combined Authority for Constituent Authorities to consider the payment of allowances to their representatives on the Combined Authority (CA), as the CA is excluded by law from paying such allowances, and to make general recommendations on allowances to the October 2019 Council meeting, rather than having to convene another Panel in 2020 (as required by statute).

3.2 The following 4 Lay Members comprise the current IRP:

Richard Tyler
Margaret Clark
Stanley Curtis
Richard Powell

- 3.3 On 23 February 2021, Council approved a Committee re-structuring resulting in the establishment of an Audit Committee from the Annual Council meeting. As part of this report, Council authorised the Democratic Services Manager to consult with the existing Independent Remuneration Panel (IRP) to consider the implications of the new Audit Committee
- 3.4 The IRP was provided with a Briefing Note and supporting documents providing information on the new Audit Committee and the current Council Scheme of Members' Allowances. A Conference Call then was held with all 4 members of the IRP on 14 May 2021 to obtain their views and recommendations on the level of SRAs for the Committee.
- 3.5 Having considered all of the information provided to them and discussed the issues during the Conference Call, the IRP recommended that the SRAs to be paid to the Audit Committee Chair, Vice-Chair and Lead/Member(s)/Spokesperson(s) should be the same as those for the Finance & Assets Committee. Their rationale for this was that the Audit role, responsibilities and business previously were dealt with by that Committee and, whilst the new Audit Committee would meet 4 times per year, compared to the 6 times per year that the F&A Committee was timetabled to meet, the important financial overview, scrutiny and monitoring role that it would be undertaking would be ongoing throughout the year outside of the meetings themselves. Therefore, the importance, status and ongoing nature of this work should be considered equal to that of the 2 Policy Committees and reflected in the SRAs. In addition, Members of this Committee would need a good level of knowledge and competency in financial management and monitoring, so the SRAs needed to be at a level that would encourage Members to undertake the role and necessary training.
- 3.6 Councillors are asked to consider the recommendations of the IRP and take a decision on the level of the SRAs and the date that they should take effect from. These could be backdated to the establishment of the new Committee.
- 3.7 As part of their general discussions, the IRP noted that there was some crossover of membership between the new Audit Committee and the F&A Committee. They commented that this could give rise to potential conflicts of interest and suggested that the Political Groups on the Council should have regard to this when appointing Members to the two Committees. Members are asked to consider the comment of the IRP and whether they wish to make any response in relation to this.

4.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT/CLIMATE IMPACT ASSESSMENT

- 4.1 The SRAs recommended by the IRP would cost approximately an additional £7,089.75 per annum, based upon the existing allowances Scheme – Chair's SRA: £4623.75, Vice-Chair's SRA: £1541.25, Lead Member SRA: £924.75.
- 4.2 Equality Impact Assessment and Climate Impact Assessment not required.

5.0 APPENDICES

None

<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
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IRP Briefing Note & Information Pack on Audit Committee provided to IRP held on file in Room 214B, The Grange.	Room 214B The Grange, Ely	Tracy Couper Democratic Services Manager & Deputy Monitoring Officer (01353) 616278 E-mail: tracy.couper@eastcambs.gov.uk
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BOUNDARY COMMISSION FOR ENGLAND (BCE) 2023 REVIEW OF PARLIAMENTARY CONSTITUENCIES - EAST CAMBRIDGESHIRE DISTRICT COUNCIL RESPONSE TO CONSULTATION ON INITIAL PROPOSALS FOR NEW PARLIAMENTARY CONSTITUENCY BOUNDARIES

Committee: Council

Date: 15 July 2021

Author: Infrastructure and Strategy Manager

[W40]

1.0 ISSUE

1.1 To agree the submission to the Boundary Commission for England (BCE) consultation on the initial proposals for new Parliamentary constituency boundaries.

2.0 RECOMMENDATION(S)

2.1 It is recommended that the Council agrees the submission to the BCE attached as Appendix 1 to this report.

3.0 BACKGROUND/OPTIONS

3.1 The Boundary Commission for England (BCE) is reviewing the boundaries of all the Parliamentary constituencies in England. On 8 June 2021 the BCE published its initial proposals for new parliamentary constituency boundaries.

3.2 The BCE proposals recommend that the three East Cambridgeshire district wards of Sutton, Downham Villages, and Littleport, currently included in the existing North East Cambridgeshire constituency, are included in a proposed East Cambridgeshire constituency with the rest of the district wards.

3.3 Further changes are required to bring the East Cambridgeshire constituency within the permitted electorate range, with a number of South Cambridgeshire district wards no longer included. This allows the constituency to become coterminous with East Cambridgeshire district, other than the inclusion of the two South Cambridgeshire district wards of Milton & Waterbeach, and Cottenham, both of which have road connections with Ely via the A10.

3.4 These changes mean that the existing name of South East Cambridgeshire becomes less appropriate, and the BCE therefore propose it be called East Cambridgeshire to better reflect the configuration of the constituency.

3.5 The purpose of the consultation is to give local people and groups the opportunity to comment on the initial proposals and the deadline for comments

is 2 August 2021. There will be a further two rounds of consultation in 2022, which will include a number of public hearings. The final report and recommendations are due to be presented to Parliament by July 2023 for approval, with the new constituencies taking effect at the next General Election.

4.0 ARGUMENTS/CONCLUSIONS

4.1 The consultation response at Appendix 1 states that the Council supports the proposed parliamentary boundary arrangement and the reasons why. The key advantage is that proposed East Cambridgeshire Constituency allows the whole of the district to be in the same constituency.

4.2 All Councillors have had the opportunity to contribute to the consultation response.

5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT/CARBON IMPACT ASSESSMENT

5.1 There are no additional financial implications arising from this report.

5.2 Equality Impact Assessment (EIA) not required.

5.3 Carbon Impact Assessment (CIA) not required.

6.0 APPENDICES

6.1 Appendix 1 - East Cambridgeshire District Council response to the Boundary Commission for England (BCE) consultation on initial proposals for new Parliamentary constituency boundaries.

Background Documents

The BCE website provides comprehensive details of the review – [BCE Consultation Portal](https://www.bce.org.uk) (bcereviews.org.uk)

Location

Room 13
The Grange,
Ely

Contact Officer

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East Cambridgeshire District Council Response to BCE Consultation on Initial Proposals for New Parliamentary Constituency Boundaries

East Cambridgeshire District Council has considered the Boundary Commission for England's 2023 Review initial proposals for new Parliamentary constituency boundaries and has agreed the following response to the consultation.

The District Council supports the new Parliamentary constituency boundary for the district and the naming of the constituency as East Cambridgeshire.

The inclusion of Sutton, Downham Villages, and Littleport in the proposed East Cambridgeshire allows the constituency to become coterminous with the East Cambridgeshire district, other than the inclusion of the two South Cambridgeshire district wards of Milton & Waterbeach, and Cottenham.

It is extremely beneficial for the geography of East Cambridgeshire district to be within one constituency with a single MP as it is straight forward for residents and facilitates easier and more efficient administration.

The Council supports the inclusion of the two South Cambridgeshire district wards of Milton & Waterbeach, and Cottenham in the East Cambridgeshire constituency, due to their road connections with Ely via the A10.

The Council agrees that naming the constituency 'East Cambridgeshire' does better reflect its configuration.

ACTION TAKEN BY THE CHIEF EXECUTIVE ON THE GROUNDS OF URGENCY

Committee: Council

Date: 15 July 2021

Author: John Hill, Chief Executive

[W41]

1.0 **ISSUE**

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

2.0 **RECOMMENDATION**

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

3.0 **BACKGROUND**

(a) Additional Restrictions Grant – Round 4

3.1 The Additional Restrictions Grant is a discretionary funding scheme for local authorities to support businesses in their local economies during periods of lockdown relating to the COVID-19 pandemic. This grant is in addition to the Local Restrictions Support Grant funding for businesses with a business rates account that are forced to closed.

3.2 The Council has been awarded £2,594,853. The payment is for the 2020/2021 and 2021/2022 financial years. Once we exit national lockdown the Council will not receive additional funding if we re-enter national or local restrictions.

3.3 The eligibility criteria and priority groups are detailed in the proposed scheme, which is attached at Appendix 1 for your information.

3.4 The decision on the grounds of urgency will enable the Council to implement the Scheme and benefit those eligible businesses as soon as possible. The East Cambridgeshire Additional Restrictions Grant will go live from Monday 17th May 2021 and the Council will be required to complete weekly returns to the Department of Business, Energy and Industrial Strategy.

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

(b) Meetings after 6 May 2021

3.6 On 29 April 2021, Council (Agenda Item 16) approved arrangements for continuing meetings remotely with the actual decision being taken by the Chief

Executive/relevant officer, in consultation with Council/relevant committee (“Option 1”). The Council resolution of 29 April 2021 made provision for these arrangements to be reviewed by September 2021, or earlier on the advice of the Monitoring Officer.

- 3.7 A further Supplemental judgment was handed down by the High Court on 4 May 2021, which in essence stated that when meetings are held that are open to the public or held in public then the public must have physical access to the meeting and therefore meetings should be held in person.
- 3.8 Following receipt of the Supplemental judgment, the Monitoring Officer has sought the further advice of Counsel as to whether the Supplemental judgment altered the previous advice given. Counsel has advised that it does and the Council would be at considerable risk from Judicial Review proceedings if meetings were held in accordance with Option 1.
- 3.9 The Monitoring Officer has advised that, going forward after 6 May 2021, all Council/Committee meetings should be held in person with the public being able to physically access the meetings. I attach the Briefing Note from the Monitoring Officer for ease of reference.
- 3.10 The decision on the grounds of urgency will enable the Council to return to in person meetings.

(c) Additional Restrictions Grant – Round 5

- 3.11 The Additional Restrictions Grant is a discretionary funding scheme for local authorities to support businesses in their local economies during periods of lockdown relating to the COVID-19 pandemic. This grant is in addition to the Local Restrictions Support Grant and Restart Grant funding for businesses with a business rates account that are forced to closed.
- 3.12 In response to the 4-week pause at Step 3 of the roadmap, Government has made the changes to the Additional Restrictions Grant (ARG) guidance to increase flexibility around both business eligibility, and the operation and delivery of the ARG scheme.
- 3.13 On 3 March 2021, the Government announced that a further £425 million would be made available for Local Authorities, through a conditional top-up to the Additional Restrictions Grant. To receive the second top-up of ARG, Local Authorities have until 30 July 2021 to meet all necessary conditions and prove that they have spent or made a validated attempt to spend 100% of their first two ARG allocations combined.
- 3.14 However, if the Council can demonstrate 100% spend by 8 July 2021, it will receive the top-up funding by 30 July 2021, enabling much needed grant funding to reach local businesses sooner.

- 3.15 East Cambridgeshire District Council has received ARG funds totalling £2,594,853. To date, £2,115,500 (82%) has been paid or allocated to local business, leaving £479,353 remaining.
- 3.16 East Cambridgeshire's ARG top-up allocation is £707,466.
- 3.17 The eligibility criteria and priority groups are detailed in the proposed scheme, which is attached at Appendix 2 for your information.
- 3.18 The decision on the grounds of urgency will enable the Council to implement the scheme and benefit those eligible businesses as soon as possible. The East Cambridgeshire Additional Restrictions Grant will go live from Friday 2 July 2021 and the Council will be required to complete weekly returns to the Department of Business, Energy and Industrial Strategy.

4.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

- 4.1 There are no additional financial implications.
- 4.2 Equality Impact Assessment (INRA) not required for the purposes of this report.

5.0 APPENDICES

Appendix 1 – ARG Round 4 Eligibility Criteria
 Appendix 2 – ARG Round 5 Eligibility Criteria

<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
Urgent Action Memos dated: 11 & 20 May and 2 July 2021	Room 103 The Grange Ely	John Hill Chief Executive (01353) 665555 john.hill@eastcambs.gov.uk

East Cambridgeshire District Council Additional Restrictions Grant Scheme Round 4

A fourth round of the Additional Restrictions Grant (ARG) scheme has been launched to support more business sectors who up until now, have not been eligible for the Local Restrictions Support Grant (LRSG) or the Restart Grant.

The grant is to support businesses impacted by the COVID restrictions from 16th February 2021 –12th April 2021.

The ARG is a discretionary funding scheme for local authorities to support businesses in their local economies during periods of lockdown relating to the COVID-19 pandemic.

Eligible businesses

This grant scheme is for businesses with fixed business costs who experienced a significant loss of income (over 30%) directly related to/as a result of the National Lockdown restrictions in place from 16th February – 12th April 2021.2021 and are either:

- A business that does not have a business rates account which was been legally required to close during the National Lockdown period from 16th February –12th April 2021.
- A customer facing business (with or without a business rates account), **whose primary activity is provision of in-person services for the sale of goods/services to the public on a face to face basis**, that was allowed to be open during the National Lockdown restriction period, but was severely impacted by reductions in footfall or by the wider changes in behaviour of customers as a result of the restrictions put in place to control the spread of COVID-19 from 16th February –12th April 2021.

In order to be eligible for a grant under this scheme, businesses must;

- (For businesses with fixed premises) be operating from premises located within East Cambridgeshire or (for mobile businesses), be based at a home address within East Cambridgeshire and operate within the district.
- Have experienced a significant loss of income (over 30%) directly related to/as a result of the National Lockdown restrictions in place between 16th February –12th April 2021.
- Be able to demonstrate that they have had ongoing fixed business costs, for example, rent or other costs that they have had to meet during the period 16th February –12th April 2021.
- Businesses that have not been legally required to close, must have been open and providing services to customers during the lockdown period from 16th February –12th April 2021.

Open Businesses

Customer facing businesses, with or without a business rates account, whose primary activity is provision of in-person services for the sale of goods/services to the public on a face to face basis, who have remained open and can demonstrate their business has been severely impacted financially (over 30% loss of income) by the restrictions put in place from 16th February –12th April 2021 to control the spread of COVID-19.

Applicants must be able to demonstrate one or more of the following:

- They are operating in an affected sector (e.g. retail) but able to stay open as an essential business.
- The public are required to enter the business premises to purchase goods/services.
- They are able to demonstrate that trade has dropped due to an inability to deliver consumer services (that cannot be delivered online) to customers due to social distancing requirements and/or restrictions on movement.
- They supply/trade with businesses that were required to close from 16th February –12th April 2021.
- Their supplier/s were legally required to close from 16th February –12th April 2021.
- Businesses in the events sector who can demonstrate that they have lost income due to not being able to attend events due to be held between 16th February –12th April 2021.

Businesses will be required to provide evidence of their fixed property costs, business related costs and loss of income.

Ineligible businesses

The Council recognises that a much wider range of businesses is allowed to be open during Lockdown restrictions (for example, manufacturing, construction, professional services and so on) but these businesses are not eligible for grant support under this scheme.

This is because their main business is not reliant on offering in-person services to customers that are heavily impacted by the COVID-19 restrictions in force.

Which businesses are not included in the scheme?

- Businesses that have chosen to close but not been required to will not be eligible for this grant. This includes business premises which were already closed directly before the restrictions were imposed.
- Businesses that are able to continue to trade because they do not depend on providing direct in-person services from premises and can operate their services effectively remotely.
- Financial Services (e.g. bank), Medical Services (e.g. vets, dentist), Professional Services (e.g. solicitor), Estate & Letting Agents and Post Office sorting offices are not eligible for grants.
- Businesses whose primary function is not to provide goods/services to members of the public within their premises (e.g. office and manufacturing businesses).
- Businesses that have not been able to demonstrate a significant loss of income (at least 30%) due to Covid-19.
- Land/premises used for storage or for personal use.
- Empty premises.
- Businesses that have exceeded the permitted Subsidy Allowance.
- Companies that are in administration, are insolvent or where a striking-off notice has been made.
- Businesses and individuals eligible to receive grants under the Local Restrictions Support Grant (closed businesses) scheme or the Restart Grant scheme cannot claim under this scheme.

Applications are restricted to one application per person per premises.

Applicants/businesses who have received a grant under the Local Restrictions Support Grant (closed businesses) scheme or the Restart Grant scheme for a different business cannot claim under this scheme.

Managing the risk of fraud

The Council will not accept deliberate manipulation or fraud - and any business caught falsifying their records to gain grant money may face prosecution and any funding issued will be subject to claw back, as may any grants paid in error. All information is subject to internal and external audit checks.

Sharing Information

East Cambridgeshire District Council will share data for efficient system administration and to protect the Public Purse, subject to the GDPR. This will include sharing data with Anglia Revenues Partnership, Central Government and other Local Authorities. Grant recipients may be contacted for research purposes, and their data will be shared with BEIS for research and evaluation purposes.

By applying for an Additional Restrictions Grant all applicants give authority to East Cambridgeshire District Council to share data for efficient system administration and to protect the Public Purse, subject to the GDPR. This will include sharing data with Anglia Revenues Partnership, Central Government and other Local Authorities. Grant recipients may be contacted for research purposes, and their data will be shared with BEIS for research and evaluation purposes.

Grant income

Grant income received by a business is taxable, therefore funding paid under the Additional Restrictions Grant scheme will be subject to tax. Only businesses which make an overall profit once grant income is included will be subject to tax.

Evidence required to support your claim

You will need certain information to hand when completing the application form. Please ensure that you have prepared your supporting documentation prior to starting the application process, to prevent being timed out.

- Information regarding the nature of your business such as number of employees
- Business in commercial properties will need their business rates account number
- Business in domestic properties will need a copy of their council tax bill
- Companies House registration number (where applicable)
- VAT registration number (where applicable)
- If not a company and not VAT registered, a document from HMRC showing your Unique Taxpayer Registration number
- Date and amount of any grant funding or reliefs received from a public body over the last three years (for Subsidy Allowance / State Aid declaration)
- Business bank account details such as account number and sort code
- Copies of full (not partial) bank statements from 16th February to 12th April 2021
- A letter from your accountant stating what percentage of business income you have lost from 16th February to 12th April 2021 compared to those dates in 2020.
- To evidence a loss of income, full (not partial) bank statements from 16th February to 12th April 2020
- Details of your regular fixed business costs, e.g. rent, mortgage, insurance etc. with copies of invoices. These must be in the business name and not be domestic costs.

Grant Allocation Details

<p>Closed Businesses</p> <p>A business that does not have a business rates account which has been legally required to close during the National Lockdown period from 16th February – 12th April 2021.</p> <p>You can find a detailed list of the businesses that are required to close on GOV.UK by clicking this link.</p>	<ul style="list-style-type: none">• Business operating from a commercial property - £4,500• Business operating from a domestic property - £3,000• Community facilities (village hall, church hall, meeting room, scout/guide hut etc) - £3,000
<p>Open Businesses</p> <p>A customer facing business (with or without a business rates account), whose primary activity is provision of in-person services for the sale of goods/services to the public on a face to face basis, that was allowed to be open during the National Lockdown period, but was severely impacted by reductions in footfall or by the wider changes in behaviour of customers as a result of the restrictions put in place to control the spread of COVID-19 between 16th February – 12th April 2021.</p>	<ul style="list-style-type: none">• £2,500

These grants will be paid as one-off grants to cover the period from 16th February – 12th April 2021.

After the closing date, if funds remain, the Council will review the scheme and open a further application round.

East Cambridgeshire District Council Additional Restrictions Grant Scheme **Round 5**

In response to the 4-week pause at Step 3 of the roadmap, Government has made the changes to the Additional Restrictions Grant (ARG) guidance to increase flexibility around both business eligibility, and the operation and delivery of the ARG scheme.

The purpose of the ARG funding scheme remains the same, with the aims of supporting businesses severely impacted by coronavirus restrictions when most needed. The scheme remains discretionary. Local Authorities continue to have the freedom to determine the eligibility criteria for these grants.

The guidance has been updated to say that Local Authorities are encouraged to support businesses from all sectors that may have been severely impacted by the continued restrictions, including those eligible for the Restart Grant scheme. The scheme will remain discretionary, and Local Authorities should continue to issue grants at their discretion, based on local economic needs.

On 3 March 2021, the Government announced that a further £425 million would be made available for Local Authorities, through a conditional top-up to the Additional Restrictions Grant. To receive the second top-up of ARG, Local Authorities have until 30 July 2021 to meet all necessary conditions and prove that they have spent or made a validated attempt to spend 100% of their first two ARG allocations combined.

However, if the Council can demonstrate 100% spend by 8 July 2021, it will receive the top-up funding by 30 July 2021, enabling much needed grant funding to reach local businesses sooner.

East Cambridgeshire's ARG top-up allocation is £707,466.

East Cambridgeshire District Council has received ARG funds totalling £2,594,853. To date, £2,115,500 (82%) has been paid or allocated to local business, leaving £479,353 remaining.

Additional Restrictions Grant Scheme Round 5

The remaining ARG funding will be used to provide additional grant support for those businesses impacted by the 4-week pause at Step 3 of the roadmap.

In order to enable the Council to spend 100% of the first two ARG allocations and receive the top-up funding as soon as possible, grants will be paid out first to those eligible businesses that have received a Restart Grant.

Grants will be allocated by the date that a business's Restart Grant application was received by the Council. Independent businesses will be prioritised over national businesses and community facilities. When the existing funds are exhausted, any outstanding grant payments will be made when the Council receives its ARG top-up funding.

Payments to other eligible businesses will also be made after the top-up funding is received.

Eligible businesses

To be eligible for an ARG Round 5 grant, businesses must be in the following business sectors:

- Hospitality
- Leisure
- Accommodation
- Gym and sports
- Personal care
- Travel and tourism, including group travel, travel agents and tour operators
- Wedding industries
- Nightclubs
- Theatres
- Events industries
- Wholesalers supplying eligible businesses
- English language schools
- Breweries

Businesses must also:

- Be based in England and operate in East Cambridgeshire.
- Have a business rates account.
- Have been trading on 14th June 2021. For the purposes of this grant scheme, a business is considered to be trading if it is engaged in business activity. This should be interpreted as carrying on a trade or profession, or buying and selling goods or services in order to generate turnover.

Businesses excluded from the fund:

- Businesses that have already received grant payments that equal the maximum permitted levels of subsidy will not be eligible to receive funding.
- Businesses that are in administration, insolvent or where a striking-off notice has been made, are not eligible for funding under this scheme.

A further ARG funding round will be launched for businesses outside the business rates system, when the Council receives its top-up funding from the Government.

How to apply

The Council will automatically pay this grant to eligible businesses who have previously successfully applied for the Restart Grant.

Businesses whose details have changed, or business circumstances have changed (for example, the business has permanently closed, has gone into administration, become insolvent or had a striking-off notice, or the business has reached Subsidy

Allowance limits), should email details to covid19businessgrants@eastcambs.gov.uk or telephone 01353 665555

Businesses that did not receive the Restart Grant should email their business name, business address and business rates account number to covid19businessgrants@eastcambs.gov.uk or telephone 01353 665555 to request an application form.

How much funding will be provided to businesses?

This is a one-off grant.

- Businesses with a rateable value of exactly £15,000 or under on 1 April 2021 will receive a payment of £1,334.
- Businesses with a rateable value over £15,000 and less than £51,000 on 1 April 2021 will receive a payment of £2,000.
- Businesses with a rateable value of exactly £51,000 or over on 1 April 2021 will receive a payment of £3,000.

Managing the risk of fraud

The Council will not accept deliberate manipulation or fraud and any business caught falsifying their records to gain grant money may face prosecution and any funding issued will be subject to claw back, as may any grants paid in error. All information is subject to internal and external audit checks.

Sharing Information

East Cambridgeshire District Council will share data for efficient system administration and to protect the Public Purse, subject to the GDPR. This will include sharing data with Anglia Revenues Partnership, Central Government and other Local Authorities. Grant recipients may be contacted for research purposes, and their data will be shared with BEIS for research and evaluation purposes.

By applying for an Additional Restrictions Grant all applicants give authority to East Cambridgeshire District Council to share data for efficient system administration and to protect the Public Purse, subject to the GDPR. This will include sharing data with Anglia Revenues Partnership, Central Government and other Local Authorities. Grant recipients may be contacted for research purposes, and their data will be shared with BEIS for research and evaluation purposes.

Grant income

Grant income received by a business is taxable, therefore funding paid under the Additional Restrictions Grant scheme will be subject to tax. Only businesses which make an overall profit once grant income is included will be subject to tax.

Corporate Plan 2021-2023

	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 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 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 Continue to develop a delivery model to secure the benefits of the Kennett development for the local community and the Council Deliver £100k Homes in Ely, Fordham 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 a great street cleaning service 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) To positively engage in the Future Parks Accelerator Programme (FPA) 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 2021/122	<ul style="list-style-type: none"> Only raise Council Tax and fees as a last resort East Cambs Trading Company and East Cambs Street Scene will deliver their Business Plans to help meet the Council's Medium Term Financial Strategy and protect and invest in priority services 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 Approve the 'East Cambridgeshire Strategic Cycle/Footpath Strategy' (November 2021) Prioritise 5 Cycleway/Footway Routes for feasibility exploration (September 2021) Work with stakeholders and local authorities to develop A142/A14 junction improvements 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 Ely Area Capacity Enhancement consultations to promote the importance of the Queen Adelaide Road Improvement Scheme whilst maximising the rail connectivity network for the district and wider area Actively participate in the Suffolk County Council/Cambridgeshire County Council/Highways England Cross Boundary Road Corridor Workshop to ensure East Cambridgeshire benefits from transport improvement schemes 	<ul style="list-style-type: none"> Work with communities to establish and develop new Community Land Trusts throughout the district Host a Community Led Development Seminar to showcase the various schemes within East Cambridgeshire If planning permission is approved, secure additional affordable housing (above 30%) on Former MoD site, Ely Encourage development that conforms with the Local Plan Policies and adopted SPDs Adopt £100k Homes allocation policy for East Cambridgeshire (July 2021) Approve 'First Homes' local connection criteria (September 2021) 	<ul style="list-style-type: none"> Continue the Michael Recycle campaign, including education in schools across the district and targeting of areas with low rates of recycling Implement policy changes arising from the Government Waste Strategy Consultation Support ECSS to achieve stretch targets for street cleaning Continue to deliver actions in the Purge on Plastics campaign Encourage residents to contribute to the EnvPlan Ideas Forum Deliver the actions in the 2021/22 EnvPlan Develop EnvPlan actions for 2022/23 and provide regular updates on progress to Members and residents 	<ul style="list-style-type: none"> Our excellent Housing & Community Advice Service will be delivered throughout the district by using our Housing & Community Advice Bus, Community Hubs and Offices Review the list of Health facilities on the CIL Infrastructure List & allocate funds as appropriate (October 2021) Review CIL Infrastructure List to include provision/improvement of community facilities and allocate funding as appropriate (October 2021) Consider including water management and flood prevention infrastructure solutions on the CIL Infrastructure List Approve the Outdoor Sports Facilities Study and where appropriate assist providers in delivering outcomes (September 2021) Continue to implement the COVID-19 12 Month Roadmap Action Plan Support residents using the successful and continued COVID-19 Outbreak Management fund Continue to support Parish/Community Groups with their COVID-19 Action Plans Continue to distribute COVID-19 Business Grants as appropriate Engage with stakeholders and the Combined Authority to promote the importance of business support to enable both recovery and business development across the district Work with the Combined Authority to develop the Employment & Skills Strategy 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 to assist with recovery Submit the A10 Littleport Roundabout Market Town Bid to the Combined Authority Prepare Ely and Soham Market Town Bids for submission to the Combined Authority Submit a planning application 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 Lobby government so that the district can benefit from broadband investment Actively work with partners to reduce anti-social parking across the district