

**EAST CAMBRIDGESHIRE DISTRICT COUNCIL**



**REPRESENTATION ON OUTSIDE BODIES  
WITHIN THE REMIT OF THE  
OPERATIONAL SERVICES COMMITTEE  
2024-25**

(Including reports from representatives for 2023-24)

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Organisations (including 2023-24 reports)

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## **PRIORITY CATEGORY OF OFFICER SUPPORT**

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

**CAMBRIDGESHIRE COUNTY COUNCIL ADULTS AND HEALTH  
COMMITTEE**

**AIMS AND ACTIVITIES**

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

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

<b>Representatives for 2024/25:</b>	<b>Cllr Keith Horgan (<i>Lead Member</i>)</b> <b>Cllr James Lay (<i>Substitute</i>)</b>
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**REPORTS FROM 2023/24 REPRESENTATIVES**

Cllr Keith Horgan (attended 4 of 4 meetings)

The Adults and Health Committee has a statutory responsibility for Health Scrutiny of NHS commissioners and providers and non-NHS providers of NHS funding and services. The Committee can review matters and make recommendations to the NHS and other relevant organisation. A representative from each District Council sits on the Scrutiny of Health Committee which is held separate from the Adults Committee. District Councillors are there as observers and have no vote.

The work of this body accords closely with ECDC's objectives of sound financial management and in its broadest sense, sustainable communities. The Budget for health in the area runs to many billions of pounds and ensuring this money is spent wisely is vital to the achievement of healthier and more sustainable communities. Health and scrutiny of it, gives good insight to challenges in the area.

During the past year many topics have been covered including the operation of the new Integrated Care Board, the 2023/24 Winter Plan operated by ICB, better dental provision, the IT project to update the Cambridge & Peterborough Shared Care Records, access to Primary Care and the plans to improve this, and the NHS workforce development, Primary Care and Nursing Workforce.

All of these have a direct impact on the health and wellbeing of residents in East Cambridgeshire and scrutiny by us ensures the best outcomes for everyone.

**CAMBRIDGESHIRE POLICE & CRIME PANEL**

**AIMS AND ACTIVITIES**

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

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

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

**Representatives for 2024/25:** **Cllr Alan Sharp (*Lead Member*)**  
**Cllr Julia Huffer (*Substitute*)**

**REPORTS FROM 2022/23 REPRESENTATIVES**

Cllr Alan Sharp  
(not received)

Cllr Julia Huffer (substitute)  
(Not required.)

**CITIZENS ADVICE WEST SUFFOLK**

**AIMS AND ACTIVITIES**

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

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

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

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

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

**Representatives for 2024/25:** **Cllr James Lay (*Lead Member*)**  
**Cllr Julia Huffer (*Substitute*)**

**REPORTS FROM 2023/24 REPRESENTATIVES**

Cllr James Lay (attended 3 of 4 meetings)

Very useful to ECDC who have seen over 355 calls for help from the CAB in our area last year. I have been negotiating with the CAB to open Newmarket one more day a week. I have recruited 3 new staff to man the office and we will train them in the next 8 weeks.

Cllr Julia Huffer  
(*Not required*)

**COMMUNITY SAFETY PARTNERSHIP**

**AIMS AND ACTIVITIES**

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

<b>Representation:</b>	Two Members and two Substitutes
<b>Status of Member:</b>	ECDC representative. Lead Member has voting rights.
<b>No. meetings per year:</b>	4
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Neighbourhood & Community Safety Team Leader, Emma Graves

<b>Representatives for 2024/25:</b>	<b>Cllr Christine Ambrose-Smith(Lead Member)</b> <b>Cllr James Lay</b> <b>Cllr Keith Horgan (Substitute)</b> <b>Cllr Alan Sharp (Substitute)</b>
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**REPORTS FROM 2023/24 REPRESENTATIVES**

Cllr Christine Ambrose Smith (attended all 4 meetings)

The CSP provides a forum for a number of agencies to work together to put in place strategies / action plans to deal with a large range of issues which impacts on our communities: These include Police & Fire / Health – GP’s / local authorities District & County officers / specialists / elected members and others. This works towards East Cambs being and remaining a safe, secure, and healthy place to live and work.

This is valuable work which goes on very much behind the scenes of which the majority of residents are probably unaware. This highlights problems which blight the lives of many residents and their communities as a whole and endeavours to put in place effective measures to combat individual and collective distress, improving the lives of our residents. It continues to update and inform the member on a number of important topics for the benefit of our communities.

ASB / Drugs – exploitation – County Lines / Domestic Abuse / Modern Day Slavery / identifying Scams / Knife Crime / Hate Crime / Safety of Women & Children / Empowering the Youth of our district, Mental Health for Children, Young People & Adults is of particular concern.

## **Agenda Item 9 - Appendix 2**

Cllr James Lay (attended 4 of 5 meetings)

Employment and training is important to the development of ECDC.

Outcome may be a further Training Centre for Ely.

Employment and Skills is one Committee that works and should achieve outcomes

Cllr Keith Horgan (substitute)

*(Not required.)*

Cllr Alan Sharp (Substitute)

*(Not required.)*

**HISTORIC ENGLAND – HERITAGE CHAMPION**

**AIMS AND ACTIVITIES**

The historic environment includes historic buildings, landscapes, monuments, places, archaeology (including marine archaeology) and areas. The Heritage Champion will promote the local historic environment, share best practice and attend training (where appropriate). The network of Heritage Champions across the country supports the protection of the historic environment at a local level. At a strategic level, Champions can make sure that local plans and strategies capture the contribution that the local historic environment can make to the success of an area. More specifically they can:

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

<b>Representation:</b>	One Member
<b>Status of Member:</b>	Champion
<b>No. meetings per year:</b>	0
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Conservation Officer, Christopher Partrick
<b>Representative for 2024/25:</b>	<b>Cllr Lucius Vellacott</b>

**REPORT FROM 2023/24 REPRESENTATIVE**

Cllr Lucius Vellacott

East Cambridgeshire is home to some of the United Kingdom's most treasured heritage sites, such as Ely Cathedral or Wicken Fen in my patch, and specific items of historical significance across every one of our villages and towns. Working with Historic England meets the Corporate Objective of improving the public realm and supporting our residents to live happy and healthy lives.

Whilst this appointment does not involve formal meetings, it has been beneficial to work with partners across the Council and District to ensure that heritage is considered carefully in the course of planning determinations and new developments. It also ensures the Council remains committed to protecting our history, heritage, and traditions.

The role would be further improved through closer working with the Conservation team at the Council.

I recommend that the Council continue to appoint a Heritage Champion because of the above reasons.



**PARADISE CENTRE MANAGEMENT COMMITTEE**

**AIMS AND ACTIVITIES**

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

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

**Representative for 2024/25:** **Cllr Martin Goodearl**

**REPORTS FROM 2023/24 REPRESENTATIVE**

Cllr Martin Goodearl (attended 5 out of 6 meetings)

The Paradise Centre falls into the Councils Wellbeing objectives.

Council representation is worthwhile in that we can advise on grants and planning issues. Plus, the Council representative can be a link between the Officers and the Board and management of the Paradise Centre.

There were planning concerns over a new artificial cricket wicket which was resolved with myself talking to the planning officer concerned and the Board. Also discussed were the trees around the playing fields being maintained by the Council.

The Paradise Centre is very well run and has recovered, financially post pandemic and is fiscally sound.

**RECAP BOARD**

**AIMS AND ACTIVITIES**

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

The RECAP Board shall:

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

<b>Representation:</b>	One Member
<b>Status of Member:</b>	ECDC representative. Decision-maker.
<b>No. meetings per year:</b>	4
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Environmental Services Manager, Liz Knox
<b>Representative for 2024/25:</b>	<b>Cllr Julia Huffer</b>

**REPORT FROM 2023/24 REPRESENTATIVE**

Cllr Julia Huffer (attended 4 of 5 meetings)

Recap continues to work on the challenges all the organisations face in dealing with the changes to the waste collection service operated by all councils. The changes now being brought in to practise in April 2026 will change the way ECDC collects and disposes of the waste and recycling in our area. This body is vital to ECDC getting the best deal possible in our waste service and representation should continue.

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

**AIMS AND ACTIVITIES**

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

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

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

<b>Representation:</b>	Two Members
<b>Status of Member:</b>	Decision-maker (limited)
<b>Approx. no. of meetings per year:</b>	4
<b>Expenses paid by organisation:</b>	Travel
<b>Insurance provision:</b>	No
<b>Category of Officer Support (see p. 6):</b>	1
<b>Contact Officer:</b>	Housing & Community Advice Manager, Angela Parmenter
<b>Representatives for 2024/25:</b>	<b>Cllr Christine Ambrose-Smith</b> <b>Cllr Alan Sharp</b>

**REPORTS FROM 2023/24 REPRESENTATIVES**

Cllr Christine Ambrose Smith (attended all meetings)

Sanctuary as the largest of the housing providers within East Cambs, has an obligation to provide good homes for our residents, maintaining those properties with rents set at affordable levels. One of the council's main objectives is the prevention of homelessness. This demands that the housing stock is used to the best advantage. Unfortunately, void periods are currently longer than desirable due to a number of factors. Often a property becomes vacant following a tenant who has lived in the property for very many years. While the tenant may have kept the property in good order, this can only be relet when the property complies with current regulations. A number of factors (availability of tradesmen, lead times for materials, budget constraints) means that those properties needing the most work have to be tackled when there are a number in one locality to make best use of resources. While this work goes on, more properties requiring substantial work are added to the backlog. Properties requiring only minimal work are turned round rapidly. Repairs to tenanted properties often have to take priority over work on void properties. As our residents age, more adaptations are required although sometimes a move into a vacant property already adapted is a possibility.

## **Agenda Item 9 - Appendix 2**

Adaptations for families with young or growing children with complex needs often require the most work.

Yes, this is essential. Ward councillors are frequently contacted by tenants with difficulties. Whilst a member isn't in a position to demand that these problems are immediately solved, a member can request that a case is reviewed, a visit/contact by a Sanctuary officer is made to inspect the problem, give advice and reassurance, and perhaps assist with temporary arrangements. Our relationship with Sanctuary officers is helpful to ask for help, information, updates etc.

Ongoing problems with void properties, repairs, and maintenance issues.

Cllr Alan Sharp  
*(Not received.)*

**SOHAM AND DISTRICT SPORTS ASSOCIATION**

**AIMS AND ACTIVITIES**

- To establish, maintain, finance, and manage an indoor sports hall.
- To act as a central body representing all sports interests in Soham and the surrounding district.
- To maintain and improve the provision of all sports learning and recreational facilities within Soham and the surrounding district.

<b>Representation:</b>	Two Members
<b>Status of Member:</b>	Voting Committee Member
<b>Approx. no. of meetings per year:</b>	At least 3
<b>Expenses paid by organisation:</b>	No
<b>Insurance provision:</b>	Yes
<b>Category of Officer Support (see p. 6):</b>	2
<b>Contact Officer:</b>	Leisure and Active Lifestyles Manager, (vacant)

**Representatives for 2024/25:** Cllr Ian Bovingdon  
Cllr Lucius Vellacott

**REPORTS FROM 2023/24 REPRESENTATIVES**

Cllr Lucius Vellacott (attended 0 of 1 meeting)

The provision of local sports facilities in Soham is incredibly important. The SDSA works to maintain Ross Peers Sports Centre and fulfils the Council’s Corporate Objective to support our residents to live happy and healthy lives. It delivers affordable access to quality services.

The Council has in the past funded repairs to Ross Peers Sports Centre via its Community Sports Facilities Grant scheme.

A planning application and funding applications were made for a 3G Sports Pitch at Soham Village College, which will comprise an exceptional community facility both for students and the wider public.

I recommend that the Council continue to appoint representatives to the SDSA. However, only one meeting was notified to us in this municipal year, which neither of us were able to attend, and no other contact was made. An increased frequency of meetings may be beneficial to ensure the Council and SDSA work more closely together to make improvements to Soham’s sporting facilities.

Cllr Ian Bovingdon  
(Not received.)

