

EAST CAMBRIDGESHIRE DISTRICT COUNCIL



REPRESENTATION ON OUTSIDE BODIES

2021-22

(Including reports from representatives for 2020-21)

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ECDC GUIDANCE FOR ELECTED COUNCILLORS APPOINTED TO JOINT / OUTSIDE BODIES

1. Introduction

This guidance is solely intended for the purpose of providing general advice on the duties, obligations and liabilities that a Councillor will have if they are appointed to an outside or joint body. Councillors are asked to bear this in mind when exercising their judgement / trying to balance their respective responsibilities as a Councillor and a nominated representative. The guidance cannot provide a detailed answer for all circumstances and consequently, if in doubt, a Councillor should seek further advice from the Council's Monitoring Officer.

2. General

In some cases, the Councillors appointed will be the Council representative and they will be expected to bring knowledge and expertise of the Council's services (where appropriate), to represent the Council's views at meetings, or will be expected to look after those particular bodies' interests and to further their aims, not the District Council's.

In all cases Councillors should:

- Operate within the rules, and/or constitution of the outside body;
- Report back, where appropriate, to the Council or relevant Committee;
- Behave ethically and follow, as far as applicable, the Members Code of Conduct;
- Take an active and informed role in the affairs of the outside body.

Councillors are not on an outside body to:

- Represent their political party.

There are a number of types of outside bodies in which Councillors may become involved, either independently or as a representative nominated by the Council, to be appointed as:

- Director;
- Trustee;
- Representative/Member of an unincorporated Association.

Some of the most common examples of outside bodies are:

- Charitable Trust;
- Company limited by shares;
- Company limited by guarantee;
- Unincorporated association (like a Panel, or Board).

The structure of each type of organisation, the management, and the rules that govern them will vary. However, there are a number of duties that will apply to the bodies concerned and these are listed below.

In carrying out their duties as a Director, Trustee or Representative/Member, Councillors must take decisions without being influenced by the fact that they are a Councillor. Their primary duty in acting as a representative making decisions for the outside body is to make these decisions in the interests of the organisation. However, Councillors should always ensure that their fellow Directors /Trustees are aware of the fact that they are Councillors.

3. The Members' Code of Conduct

These guidelines should be read in conjunction with the East Cambridgeshire District Council Members' Code of Conduct that was adopted on 26 July 2012. The Code of Conduct indicates that when a Member acts as a representative of the Authority on any other body, he must, when acting for that other body, comply with the Authority's Code of Conduct. That body's Code of Conduct may also bind the Councillor.

A Councillor will have Personal Interest in matters relating to the outside body (if they are a member of that body or in a position of management/control – eg if a Director) and when engaged on Council business/meetings must declare this interest. If that applies, the Member can then (where relevant) still vote on an item unless this relates to a financial or regulatory matter AND a reasonable person would, with knowledge of the relevant facts, regard this interest as so significant that it is likely to prejudice the Councillor's judgement. In that case, the Councillor will have a Prejudicial Interest, which has to be declared, and as a general rule the Councillor will have to leave the meeting for that item unless they are exercising a Speaking Right under the Code of Conduct. In addition to considering these issues, the Members should ensure that, if they intend to vote (or take advantage of the Speaking Right), they are not breaching any other duties that they owe to the outside/joint body nor could be accused of being biased or having pre-determined a matter.

The Council's Code of Conduct requires Councillors to register their involvement in various organisations, and Members should ensure this is listed on their Register of Interests form that Members send to the Monitoring Officer.

Registering Interests

Under the Council's Code of Conduct, Councillors are required to register their financial interests and other interests in the Council's Register of Interests within 28 days of their election or appointment. They must also notify the Council's Monitoring Officer, in writing, of changes to these details within 28 days of any such change.

NOTE: Some outside bodies may require the Councillor to treat the body's business as confidential. This may sometimes create a dilemma for the Councillor and may seem contrary to the idea of assisting public accountability. However, Councillors will have to bear this confidentiality requirement in mind and consider how that fits in with the duties detailed below.

4. The Duties of a Director

Compliance with the Companies Acts / other legislation

The Companies Act 2006 introduced a partial codification and framework for Directors' general duties. Most of the duties listed below, however, were applicable before this was enacted (with the exception of "duty to promote the success of the company"). These duties apply to both Executive and Non-Executive Directors. In the main, if a Member is a Director they will be a nominee Director and must ensure compliance with companies legislation, and acting in the interests of the shareholder, as failure to do so could lead to personal liability (fines, disqualification as a Director or prosecution).

Independent judgement

The Director is under a duty to exercise independent judgement i.e. they should not fetter their discretion by simply voting in accordance with a Council mandate. It is possible, nevertheless, to take into account the interests of a third-party body – so long as this is disclosed and the company's Articles of Association allows the Councillor to do so.

Promote the success of the company

When acting as a Director, the Councillor owes a "fiduciary" duty to the company (which means loyalty to the company and a duty of care to act in its best interests, having regard to the interests of the members, shareholders, employees and creditors). The Director must consider what would promote the success of the company and have regard to the likely consequences of any decision in the long term. This replaces and expands upon the previous duty of "acting in good faith".

Reasonable care, diligence and skill

A general duty of care and skill and diligence is imposed. But, when acting in this capacity, a Councillor is expected to act within their own knowledge/skill and seek expert advice when necessary (i.e. due diligence).

Conflicts of Interest / declare interests in proposed transactions or arrangements

There may be actual or potential conflicts between the interests of the Council and the interests of the company. In such circumstances it would be inappropriate for the Councillor to take part in discussions upon such topics both as a Councillor and as a Director. If the conflict is a serious one or repeatedly presents itself then it may be appropriate for the Councillor to resign as a Director of the company. Equally if the Member has an interest in the proposed transactions, a declaration must be made of the nature and extent of such an interest. This will cover both the Councillor's own interests as well as those where there is a conflict with the Council.

Directors are not allowed to make a private profit from their position. They must not allow personal interests to conflict with those of the organisation. They must therefore disclose any interests they or their family have in relation to the company's contracts. Whether they are then allowed to vote will depend upon the Articles of Association of the company.

To act within their powers

Directors are under a duty to see that they do not act beyond the powers of the organisation. They must ensure that they do not exceed the powers conferred on them by the Memorandum or Articles, if they do so, they will be acting illegally.

Financial Responsibility

Directors have a duty to ensure that the company operates within the limits of its financial resources, actual and expected. Even if a company has limited liability, Directors can incur personal liability for its debts and obligations in certain circumstances. Directors can also be held personally liable if they have allowed a company to operate, or continue to operate, where there was no reasonable prospect that it could pay its debts, and these are left unpaid after the liquidation of the company. It follows that Directors must pay scrupulous attention to their company's present and future liquidity, and ensure that their concerns and actions are minuted.

The Companies Act 2006 can be found on the Government's website (<https://www.legislation.gov.uk/ukpga/2006/46/contents>). The specific section regarding Directors' Duties is available at: <https://www.legislation.gov.uk/ukpga/2006/46/part/10/chapter/2>

5. Charitable Trustees / Trustees

Those who are responsible for the control and administration of a charity are referred to as Trustees, even where the organisation is a company limited by guarantee and they are not strictly Trustees. If the organisation is a company, then a Councillor will also be bound to act in accordance with the principles in Section 4 above.

In addition, a Trustee must:

- Act in accordance with the Trust Deed and to protect the charity's assets. They are also responsible for compliance with the Charities Acts¹ and the Trustee Act 2000;
- Not make a private profit from their position;

¹ Different sections of the Companies Act have come into force since 2006, most recently duties detailed above, since 1.10.2007

- Perform their duty with the standard of care which an ordinary, prudent, business person would show. Higher standards are required of professionals and in relation to investment matters;
- Ensure (if they are a Charitable Trustee) that the information relating to the Trust and Trustees is registered with the Charity Commission and that annual accounts and returns are completed and sent;
- Ensure compliance with all relevant legislation, for example in relation to tax and health and safety.

Specific guidance, including “5-minute guides for charity trustees”, is available on the Government’s website: <https://www.gov.uk/guidance/charity-commission-guidance>

Further information is also available on the Charity Commission’s website: www.charitycommission.gov.uk

6. Unincorporated Associations

Groups, which are neither limited companies nor charitable trusts, may be “unincorporated associations” which have no separate identity from their members. The rules governing the members’ duties and liabilities will (or should) be set out in the organisation’s constitution, which is simply an agreement between members as to how the organisation will operate.

Usually the organisation’s constitution will provide for a management committee to be responsible for the everyday running of the organisation. Management Committee members must act within the organisation’s constitution and must take reasonable care when exercising their powers.

7. Liability issues (Insurance and Indemnity)

In cases where Councillors and Officers act in a decision-making capacity specifically in connection with the business of the outside body, as opposed to merely exercising their role as a representative of the Council, then they will be regarded as serving the particular body rather than the Council. **In that case, Members should only actively participate in the business of that body if insurance is provided, or a Councillor’s liability is protected or limited in some other manner by the body.**

The Council’s insurance cover will extend to Councillors and Council officials assisting outside organisations as advisers or observers, either facilitating exchanges of views or information as an extension of their Council duties or otherwise representing the Council, **but the Council’s insurance cover does not extend to indemnify Councillors and Council officials who serve in an executive capacity on an outside body.**

For further/specific guidance, please contact the Council’s Monitoring Officer.

TRAVELLING EXPENSES

It is the Council's policy that elected Member representatives on outside organisations may claim from East Cambridgeshire District Council travelling allowances, where such allowances are not payable by the organisation concerned. The entries for each organisation in this booklet indicate whether or not they will pay expenses.

It is important that, where allowances are payable by the organisations, representatives submit any claims to them accordingly.

Non-Member representatives may only claim expenses where they are payable by the organisation concerned.

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).

SUMMARY OF OUTSIDE BODIES AND REPRESENTATIVES 2021-22

ORGANISATION	REPRESENTATIVE(S)	ECDC CONTACT OFFICER	RELEVANT COMMITTEE
Cambridgeshire County Council Health Committee	Lis Every (<i>Lead Member</i>) Julia Huffer (<i>Substitute</i>)	Environmental Services Manager: Liz Knox	Operational Services
Cambridgeshire Health & Wellbeing Board	Julia Huffer	Environmental Services Manager: Liz Knox	Operational Services
Cambridgeshire Police & Crime Panel	Alan Sharp (<i>Lead Member</i>) Julia Huffer (<i>Substitute</i>)	Director, Operations: Jo Brooks	Operational Services
Citizens Advice West Suffolk	Amy Starkey (<i>Lead Member</i>) Alan Sharp (<i>Substitute</i>)	Communities & Partnerships Manager: Lewis Bage	Operational Services
Community Safety Partnership	Lis Every (<i>Lead Member</i>) Christine Ambrose Smith Jo Webber (<i>Substitute</i>) Alan Sharp (<i>Substitute</i>)	Neighbourhood Support Officer: Shona McKenzie	Operational Services
East Cambridgeshire Community Land Trust	Anna Bailey Lisa Stubbs	Director, Commercial: Emma Grima	Finance & Assets
East of England Local Government Association	Leader of Council: Anna Bailey	Chief Executive: John Hill	Finance & Assets
Historic England – Heritage Champion	Lis Every	Planning Manager: Rebecca Saunt	Operational Services
Local Government Association	Joshua Schumann	Chief Executive: John Hill	Finance & Assets
Local Government Association – District Councils Network	Leader of Council: Anna Bailey	Chief Executive: John Hill	Finance & Assets
Paradise Centre Management Committee, Ely	David Ambrose Smith	Senior Leisure Services Officer: Victor Le Grand	Operational Services
RECAP Board	Julia Huffer	Environmental Services Manager: Liz Knox	Operational Services
Sanctuary Housing Services Ltd – East Cambridgeshire Management Committee	Christine Ambrose Smith Jo Webber	Housing & Community Safety Manager: Angela Parmenter	Operational Services
Soham and District Sports Association	Ian Bovingdon Dan Schumann	Senior Leisure Services Officer: Victor Le Grand	Operational Services

INTERNAL DRAINAGE BOARD	REPRESENTATIVE(S)	ECDC CONTACT OFFICER
Burnt Fen	Julia Huffer Derrick Beckett (<i>Lay Member</i>)	Finance Manager: Ian Smith
Cawdle Fen	Simon Harries Christine Whelan Rupert Moss-Eccardt Michael Rouse Ian Lindsay (<i>appointed 22/7/21</i>) Vacancy Vacancy	Finance Manager: Ian Smith
Haddenham Level	Gareth Wilson Steve Cheetham	Finance Manager: Ian Smith
Littleport and Downham	Christine Ambrose Smith David Ambrose Smith Lorna Dupré Jo Webber Paul Cox (<i>Lay Member</i>) Mark Taylor	Finance Manager: Ian Smith
Middle Fen and Mere	Ian Bovingdon Mark Goldsack (<i>appointed 5/10/21</i>) Alec Jones Dan Schumann Derrick Beckett (<i>Lay Member</i>)	Finance Manager: Ian Smith
Padnal and Waterden	David Ambrose Smith Lis Every Alison Whelan Paul Cox (<i>Lay Member</i>) Debra Jordan Sue Kerridge Clive Webber (<i>appointed 5/10/21</i>)	Finance Manager: Ian Smith
Swaffham	David Brown Lavinia Edwards Alan Sharp John Trapp	Finance Manager: Ian Smith
Waterbeach Level	David Chaplin (<i>Lay Member</i>)	Finance Manager: Ian Smith

Section 1

ORGANISATIONS

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CAMBRIDGESHIRE COUNTY COUNCIL HEALTH COMMITTEE

Aims & 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.

Representation	Meetings per year	Status of Member
One Member (and substitute)	6	Non-voting member

Expenses paid by Organisation	Insurance Provision
No	Yes

Category of Officer Support	Contact Officer	Representatives for 2020/21
1	Environmental Services Manager: Liz Knox	Cllr David Ambrose Smith (Lead Member) Cllr Julia Huffer (Substitute)

2020/21 Report from Cllr Ambrose Smith

(Attended eight of nine meetings.)

This is a County Council committee and I have found that the committee members meet the Aims & Activities of the committee in full.

With the detail and scrutiny / challenge members give every topic it is reassuring for all parts of Cambridgeshire to know that the NHS's services are very well protected.

I do not believe that continued representation on this Outside Body is required. The county members cover the committee's remit extremely well and as a non-voter, to date I have found that I have little to add to the debates/discussions. Representation on the Health and Wellbeing Board with its aims and activities is a more appropriate outside body for ECDC to continue membership.

2020/21 Report from Cllr Huffer

(Not required as substitute.)

Representatives for 2021/22
Cllr Lis Every (Lead Member) Cllr Julia Huffer (Substitute)

CAMBRIDGESHIRE HEALTH & WELLBEING BOARD

Aims & Activities

The remit of the Cambridgeshire Health and Wellbeing Board is to work to promote the health and wellbeing of Cambridgeshire's communities and its focus is on securing the best possible health outcomes for all residents.

The Member should provide local information to the Cambridgeshire Health and Wellbeing Board, related to health and wellbeing within East Cambridgeshire and the impact (actual or potential) of any relevant policy changes, service changes, proposals, and/or identified need.

Representation	Meetings per year	Status of Member
One Member	4-6	Voting Member

Expenses paid by Organisation	Insurance Provision
No	-

Category of Officer Support	Contact Officer	Representative for 2020/21
1	Environmental Services Manager: Liz Knox	Cllr Julia Huffer

2020/21 Report from Cllr Huffer

(Not advised of any meetings; none attended)

Looking at strategies to improve local health and community provision throughout the Combined Authority. The Board is looking at ways to reach vulnerable members of our community in the most effective way, from Early Years to all areas of Adult Social care.

We need to be able to contribute to the benefit of our residents, the work is still at an early stage and the Covid 19 crisis has highlighted the importance of the invaluable contribution that local organisations bring to our District, it's my hope that we can find a way to harness the extraordinary efforts and knowledge gained by the numerous Covid 19 support teams set up all over our District.

Continued representation is worthwhile because it is vital we work to find ways to improve the delivery of services to the most vulnerable in our District.

Representative for 2021/22
Cllr Julia Huffer

CAMBRIDGESHIRE POLICE & CRIME PANEL

Aims & Activities

- To hold the Police & Crime Commissioner (P&CC) to account on behalf of the public;
- To review the draft Police & Crime Plan;
- To publicly scrutinise the Commissioner's Annual Report;
- To review and scrutinise decisions and actions by the P&CC;
- To review and veto the Commissioner's proposed precept levels.

Representation	Meetings per year	Status of Member
One Member (and substitute)	4	ECDC Representative

Expenses paid by Organisation	Insurance Provision
£920 per annum (maximum) From a central fund administered by Peterborough City Council	No

Category of Officer Support	Contact Officer	Representatives for 2020/21
1	Director, Operations: Jo Brooks	Cllr Alan Sharp (Lead Member) Cllr Julia Huffer (Substitute)

2020/21 Report from Cllr Sharp

(Attended all nine meetings.)

The work of this body is an important part of achieving the District Council's Corporate Objectives in terms of protecting the public and ensuring that they are represented in holding the PCC to account.

The start of the year caused challenges with the pandemic and getting meetings arranged.

The Panel had a meeting to confirm a new Chief Executive after the previous CE left to join the NHS after being seconded during the early part of the pandemic.

The approval and challenge on the budget proposals made by the PCC was discussed.

Continued representation on this body is worthwhile to continue to hold the PCC to account and have input into the police issues that affect and concern residents.

2020/21 Report from Cllr Huffer

(Not needed as substitute.)

Representatives for 2021/22
Cllr Alan Sharp (Lead Member) Cllr Julia Huffer (Substitute)

CITIZENS ADVICE WEST SUFFOLK

Aims & Activities

The Citizens Advice (CA) aims to ensure that individuals do not suffer through ignorance of their rights and responsibilities or of the services available; or through an inability to express their needs effectively.

Its main activity is the provision of a centre for advice and guidance, but the CA may also: publish reports, leaflets, etc; arrange exhibitions, meetings, lectures and classes; encourage or undertake research and disseminate results.

The Management Committee (Trustee Board) is responsible for the resource management of the CA i.e. employment of staff, utilisation of funds and compliance with NACAB rules. It prepares the annual budget, grant applications, and formulates a rolling programme for the development of the CA.

Representation	Meetings per year	Status of Member
One Member	12	ECDC representative, without decision-making powers.

Expenses paid by Organisation	Insurance Provision
No	Yes

Category of Officer Support	Contact Officer	Representatives for 2020/21
2	Communities & Partnerships Manager: Lewis Bage	Cllr Amy Starkey (Lead Member) Cllr Alan Sharp (Substitute)

2020/21 Report from Cllr Starkey

(Attended three of eight meetings.)

Each year, Citizens Advice helps give millions of people the knowledge and confidence to find a way forward, providing advice, education and support, and influencing policies and practices that affect clients, many of which live within our district.

The impact in 2019-20:

- Helped 2.8 million people get the advice they needed in 2019-20.
- To meet the Future of Advice ambitions, CAB worked collaboratively and innovatively to help more people access support.
- Impact data helps better understand the effect the advice has on people's lives, and the difference made to local communities. In 2019-20, over 80% of the people helped said their problem was resolved following CAB advice.

- For every £1 spent on the Citizens Advice service, CAB benefit clients by £12.60 and save the government and public services £685 million. CAB estimate the total social and economic value to society to be £4 billion. In 2019/20, 89% of people using our local services said they would recommend CAB to a friend. After contacting a local Citizens Advice, 77% of people were helped to solve their problem.
- In January 2020, the trustees agreed to increase the number of formal trustee board meetings each year from 4 to 6, along with other meetings and events, to help trustees shape the organisation's strategic direction and develop as a team.

Carol Eagles was appointed as Chief Officer in 2020, replacing Jane Ballard.

Carol first joined Citizens Advice West Suffolk in 2003 as a volunteer adviser when her youngest child started school. In 2006 she joined the paid staff as a Money Adviser and has held various roles over the years. For the past 11 years she has been Chief Officer at Citizens Advice Mid Suffolk for four days a week whilst still working one day a week at Citizens Advice West Suffolk.

In November 2020 following the retirement of the Chief Officer she took up the full time post of Chief Officer.

In her spare time Carol is a Guide Leader and helps her daughter run a Rainbow Unit.

Carol replaces the previous CO as the main ECDC contact. There is good contact at officer level as well as member representation.

I think representation and contact is important to ensure that ECDC understand the needs and challenges of residents in the South of the District.

2020/21 Report from Cllr Sharp

(Attended one meeting as substitute.)

The work of this body fits in with the Corporate Objectives of the Council in providing support to members of the public in the south of the District.

A new Chief Executive was appointed during the year and reports were received on issues raised by the pandemic that have affected the Board.

It is very important to support the West Suffolk CAB, that delivers front-line services in the south of the District and be at the table to understand the issue.

<p>Representatives for 2021/22</p> <p>Cllr Amy Starkey (Lead Member) Cllr Alan Sharp (Substitute)</p>
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COMMUNITY SAFETY PARTNERSHIP

Aims & Activities

- Section 6 of the 1998 Act requires the responsible authorities¹ (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

Representation	Meetings per year	Status of Member
Three Members (and one substitute)	4	Representative of ECDC (Lead Member has voting rights)

Expenses paid by Organisation	Insurance Provision
No	No

Category of Officer Support	Contact Officer	Representatives for 2020/21
1	Community Safety Officer: Shona McKenzie	Cllr Lis Every (Chair & Lead Member) Cllr Christine Ambrose Smith Cllr Alan Sharp Cllr Jo Webber (Substitute)

2020/21 Report from Cllr Every

(Attended all three formal meetings and multiple informal meetings.)

The 1988 Crime and Disorder Act (and subsequent related Acts) places a statutory duty on the Police, Local Authorities and Probation, together with Health Authorities and other agencies, to develop and implement a strategy for reducing crime and disorder in their area. Our Partnership has been formed to carry out the provisions of the Act and to prepare and implement a joint crime and disorder reduction strategy in the District with common objectives and targets for the Police, the Local Authorities and other partnership agencies and to implement this strategy within the local community.

The partnership commissions a strategic assessment and ensures it is updated every year. The contents of this form the consultation with the persons and bodies specified by the Home Secretary. There is a Strategy and Annual Rolling programme based on the evidence provided. There are objectives and long- and short-term performance targets, particularly the reduction of re-offending by adults and young people. We have a monitoring programme

and make the resources available (where possible) to implement the plan. Our approach is problem solving and our Delivery Group takes a task and finish approach.

The East Cambridgeshire Community Safety Partnership (ECCSP) has undergone changes this year, with a new Strategic Board and Delivery Group, meeting 4 times a year rather than the original twice a year. The action plan covers the following themes:

- The 'eyes and ears' EC strategy to raise awareness of all issues pertinent to this programme, deliver training and monitor outcomes
- Transforming lives helping to positively change young people's lives;
- Domestic Violence
- Safer Streets
- Modern Day slavery
- Organised crime and county lines exploitation
- Support for care leavers;
- Hate incidents and discrimination
- SCAMS
- Reducing re-offending
- Anti-social behaviour;
- Community Engagement and Consultation
- Parish and community training
- Investigating Domestic Homicides occurring in the area

As Chair of ECCSP, I also attend the County-wide Community Safety Partnership Board meeting 4 times a year where all CSP chairs and agency representatives come together to discuss latest themes and initiatives and report back on area findings and activities.

ECCSP are currently working on the new strategic assessment which has highlighted support required for:

- Young people;
- Increase in hate crime;
- Shop lifting;
- Domestic abuse among young women, particularly when pregnant (from our Health partners);
- Rise in drugs and alcohol abuse;
- Concerns about young people not being able to find work following the Covid pandemic.

2020/21 Report from Cllr Ambrose Smith

(Attended all meetings.)

This CSP Board is made up of representatives from East Cambs (Officers & Members), Police, Fire & Rescue, Cambs CC Officers, Health & those representing other agencies.

This Board considers the problems affecting residents of East Cambs in terms of reducing crime & disorder and social issues (Domestic Abuse & Sexual Violence, Substance Abuse & Dependency, Mental Health, Modern Day Slavery) and to look at strategies to identify and tackle these problems.

Presentations followed by Q & A and general discussion to assist members in reaching a better understanding of the subjects listed above and other similar concerns.

At the meeting held on 24 February 2021 speakers gave presentations on Domestic Abuse, County Lines & Exploitation, Inclusion & Development (Digital Connectivity), Drug & Alcohol Programme update, Council Communications, Youth Strategy, and an overview from CCC Place-based Co-ordinator.

Continued representation on this Outside Body is worthwhile because although problems are more visible in some communities, all communities are affected. The ECDC Member Representatives cover both the North & the South of the district and also represent two major committees of the council, namely Finance & Assets and Operational Services.

The problems under consideration by this board are complex and continually change & evolve. Input from experienced officers and professionals is of great assistance when trying to understand the problems affecting our communities.

2020/21 Report from Cllr Sharp

(Not received.)

2020/21 Report from Cllr Webber

(Not required to substitute at any meetings.)

Representatives for 2021/22

Cllr Lis Every (Lead Member)
Cllr Christine Ambrose Smith
Cllr Jo Webber (Substitute)
Cllr Alan Sharp (Substitute)

EAST CAMBS COMMUNITY LAND TRUST

Aims & Activities

East Cambs Community Land Trust is incorporated to enable affordable homes to be owned and managed by an independent locally-run body that enables people to live and work locally. It is an “umbrella” Community Land Trust (CLT) and therefore covers a wider area or region than a local CLT and takes a complementary, supportive, role to any local CLTs.

Its purpose is to carry on, for the benefit of people in need (whether by virtue of poverty, financial hardship, age, physical or mental disability or ill health), in East Cambridgeshire:

- The business of providing and managing housing (including social housing) and facilitating the provision and management of such housing;
- The provision of, and facilitating the provision of, information, advice, assistance, training, support, facilities, amenities and services incidental to the provision and promotion of housing;
- The promotion of regeneration in areas of social and economic deprivation in such ways as may be thought fit by the Trustees;
- Any other charitable object that can be carried out from time to time by a community land trust and which the Trustees consider would further the social, economic and environmental interest of the community in the area of benefit.

Representation	Meetings per year	Status of Member
Up to three Members (Total of one vote irrespective of number of Members.)	3-4	Custodian Nominee Trustee

Expenses paid by Organisation	Insurance Provision
No	Yes

Category of Officer Support	Contact Officer	Representatives for 2020/21
3	Director Commercial: Emma Grima	Cllr Lisa Stubbs Cllr Anna Bailey (appointed Dec. 2020)

2020/21 Report from Cllr Lisa Stubbs

(Attended all 11 meetings.)

East Cambs CLT is a not-for-profit Community Benefit Society, run entirely by volunteers. The Trust was established in November 2017 as an umbrella Community Land Trust (CLT) for the whole of East Cambridgeshire, working to improve the amount of affordable housing in the district.

In 2018 we delivered our first homes at King's Row in Barton Road. One was sold on a shared ownership basis, the other retained for long term affordable rent and both are occupied by local residents.

As reported at our AGM and in our year end accounts as of 30th November 2020, East Cambs Community Land Trust has had another steady year with little change. The Trust currently owns 1 flat and part owns 1 flat at Montgomery House in Ely. The Trust is now looking for further opportunities to enable work to continue supporting local people with affordable housing.

Our next project is to provide 15 affordable shared ownership homes at the former MoD housing estate, adjacent to the Princess of Wales Hospital in Ely, comprising seven 3 bed houses and eight 2 bed apartments in a popular residential location, close to central amenities and benefit from Ely's road and rail connections between Cambridge and London.

Continued representation is worthwhile because we aim to work with communities who are interested in community led housing but do not have the desire to establish their own CLT. We manage the land and property to the benefit of the local community. This way communities can influence and have a say over their development and provide much needed affordable housing for local people.

Through the ECCLT, ECDC will be able to provide another opportunity for much needed affordable shared ownership homes for those who live and work locally.

2020/21 Report from Cllr Anna Bailey

(Attended six meetings since being appointed in December 2020.)

East Cambs CLT is a not-for-profit Community Benefit Society, run by volunteers. The Trust was established in November 2017 as an umbrella Community Land Trust (CLT) for the whole of East Cambridgeshire. The Trust works with communities who are interested in community led housing but do not have the desire to establish their own CLT. This helps to deliver ECDC's community led development policy supporting the delivery of affordable housing in the district within the Community Land Trust model.

East Cambs CLT owns and manages two affordable homes that were part of the East Cambs Trading Company's (wholly owned by East Cambs District Council) Kings Row development in Barton Road, Ely which are occupied by local people.

East Cambs CLT has been working with East Cambs Trading Company on a proposal to take on the ownership and management of 15 shared ownership affordable homes on the ex-MoD housing site in Ely.

It has been a pleasure to be involved in this organisation.

<p style="text-align: center;">Representatives for 2021/22</p>

<p style="text-align: center;">Cllr Anna Bailey Cllr Lisa Stubbs (term ends September 2021)</p>

EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION

Aims & Activities

- To represent the interests of local authorities in the region;
- To formulate sound policies for the development of local government in the region;
- To promote the policies of the East of England LGA and provide information/advice on local government issues to the public and partner organisations;
- To enable Councillors to exercise their democratic accountability and leadership effectively;
- To support innovation and excellence that enables local authorities and their partnerships to meet the needs of their communities and meet future challenges.

Representation	Meetings per year	Status of Member
Leader of Council	2	Representative of ECDC

Expenses paid by Organisation	Insurance Provision
No	Yes

Category of Officer Support	Contact Officer	Representative for 2020/21
1	Chief Executive: John Hill	Cllr Anna Bailey (Leader of Council)

2020/21 Report from Cllr Anna Bailey

(No meetings notified, therefore none attended.)

This is a member-led organisation whose core services are funded by member subscriptions from the East of England.

Core Services are a universal offer available to all subscribing members and provided free at the point of access. They include programmes of activity in priority areas, support for regional member and officer networks, a range of free events, specific helpdesk and advice services, as well as activity undertaken jointly with Trade Unions in its role as the Regional Employers Organisation.

The organisation provides support and advice to the Council, particularly adding value when in-house services are not available.

Representative for 2021/22
Cllr Anna Bailey (Leader of Council)

HISTORIC ENGLAND – HERITAGE CHAMPION

Aims & 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.

Representation	Meetings per year	Status of Member
One Member	0	Champion

Expenses paid by Organisation	Insurance Provision
No	No

Category of Officer Support	Contact Officer	Representatives for 2020/21
1	Planning Manager: Rebecca Saunt	Cllr Lis Every

2020/21 Report from Cllr Every

(No formal meetings scheduled with Historic England, several informal meetings held with ECDC Conservation Officer in the Planning Department.)

Using the mandate offered by Historic England, we have been working on identifying a volunteer stakeholder-led strategy to support the existing historic buildings, but also to identify other listed buildings and heritage trails that can add to local resident and visitor tourist experience of East Cambridgeshire. This is now finished. With money coming from central government there is a strong need to collaborate working with all those in this sector to maximise financial support and support for each other. Meeting planned with Conservation Officer early May.

Many thanks to the Conservation Officer from the Ely Museum whose new development is now completed. He has been very helpful along the way.

Continued representation is important because East Cambridgeshire is an historic area with large pockets of historic buildings, eg City of Ely. We are determined to raise the awareness and perceived value of our historic heritage which will add to our tourism offer bringing in more visitors and increasing footfall. It also supports the educational programmes in our local schools, particularly primary where a local study is part of the curriculum.

Representative for 2021/22

Cllr Lis Every

LOCAL GOVERNMENT ASSOCIATION

Aims & Activities

To support, promote and improve local government in England and Wales.

To support Councillors in their role as democratically elected local representatives.

Representation	Meetings per year	Status of Member
One Member	1	Representative of ECDC Voting Member

Expenses paid by Organisation	Insurance Provision
Attendance – Yes Travel – No	No

Category of Officer Support	Contact Officer	Representative for 2020/21
1	Chief Executive: John Hill	Cllr Joshua Schumann

2020/21 Report from Cllr Schumann

(Not received.)

Representative for 2021/22
Cllr Joshua Schumann

LGA – DISTRICT COUNCILS’ NETWORK

Aims & Activities

- To lobby and negotiate directly with senior members of national political parties on district-specific needs and issues – the “localism” agenda;
- To inform and influence national agencies, government departments and other local authority agencies on things that matter, such as resources and allocation;
- To get the Network’s unique message across to the audiences that matter – people, Government, partners, regulators;
- Help each other to remain effective and share learning/good practice.

Representation	Meetings per year	Status of Member
Leader of Council	4	Representative of ECDC

Expenses paid by Organisation	Insurance Provision
No	No

Category of Officer Support	Contact Officer	Representative for 2020/21
1	Chief Executive: John Hill	Cllr Anna Bailey (Leader of Council)

2020/21 Report from Cllr Bailey

(~20 meetings held including conference calls, seminars and meetings; attended almost all.)

The District Councils’ Network (DCN) is a cross-party member-led network of 180 district councils. It is a Special Interest Group of the Local Government Association (LGA), and provides a single voice for all district councils within the Local Government Association. Being a member of the network supports the work of the organisation, provides valuable information and data to the Council and facilitates networking, helping the Council to lobby Government and fulfil its statutory and non-statutory activities.

The DCN has been particularly pro-active during the Covid 19 pandemic, convening meetings with Government Ministers and Leaders of its Member Councils, providing a single voice to Government and making the case for funding and powers to be given to District Councils. Topics have been wide ranging covering most aspects of the functions of District Councils. This organisation has been an incredibly effective conduit for District Councils and central Government, particularly in relation to dealings with the Ministry of Housing, Communities and Local Government; it has meant that District Councils have had a strong and united voice throughout the pandemic, and that Government has listened carefully to our feedback and evidence and responded quickly and comprehensively throughout the pandemic. Thanks to DCN for all its hard work throughout the last year.

Representative for 2021/22
Cllr Anna Bailey (Leader of Council)

PARADISE CENTRE MANAGEMENT COMMITTEE, ELY

Aims & 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.

Representation	Meetings per year	Status of Member
One Member	6	Non-voting Observer

Expenses paid by Organisation	Insurance Provision
No	Yes

Category of Officer Support	Contact Officer	Representative for 2020/21
3	Senior Leisure Services Officer: Victor Le Grand	Cllr David Ambrose Smith

2020/21 Report from Cllr Ambrose Smith

(No meetings notified, therefore none attended.)

East Cambridgeshire District Council's Corporate Objectives are to support all Leisure facilities throughout East Cambs. This is not necessarily with finance but with business advice from East Cambs experienced Leisure Services team.

With the excellent working relationships that the Leisure Services team have with all leisure facilities in East Cambs I see little reason why representation on this Outside Body is required, as ECDC does not have representation at committee/board level on all the other facilities.

Representative for 2021/22
Cllr David Ambrose Smith

RECAP BOARD

(formerly “Waste & Environment Forum, Cambridgeshire Councils Association”)

Aims & 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.

Representation	Meetings per year	Status of Member
One Member	4	Representative of ECDC. Decision-making role.

Expenses paid by Organisation	Insurance Provision
No	No

Category of Officer Support	Contact Officer	Representative for 2020/21
1	Environmental Services Manager: Liz Knox	Cllr Julia Huffer

2020/21 Report from Cllr Huffer

(Attended four of four meetings.)

Recap's work fits with the ECDC Corporate Plan by making the disposal of waste as cost effective as possible and working with other districts to find more creative ways of increasing recycling rates and effective methods of dealing with fly tipping.

Recap are currently part of the Government consultation on Waste, the second phase of the consultation will be discussed by the Recap Board on 17th June 21.

A national waste strategy is being discussed and Recap are well placed to take advantage of any funding from central Government that may be available to Councils to implement the final waste reforms.

Continued representation is worthwhile because we feel that we must explore all areas of cost saving and this committee will continue to be of importance.

Representative for 2021/22

Cllr Julia Huffer

SANCTUARY HOUSING SERVICES LTD – EAST CAMBRIDGESHIRE MANAGEMENT COMMITTEE

Aims & Activities

A non-profit-making organisation, to provide affordable homes for rent throughout East Cambridgeshire.

Representation	Meetings per year	Status of Member
Two Members	4	Limited decision-making role

Expenses paid by Organisation	Insurance Provision
Travel	No

Category of Officer Support	Contact Officer	Representative for 2020/21
1	Housing & Community Safety Manager: Angela Parmenter	Cllr Christine Ambrose Smith Cllr Jo Webber

2020/21 Report from Cllr Ambrose Smith

(Attended all three meetings.)

Sanctuary is the most significant Housing Association operating within the East Cambs District area. Sanctuary houses large numbers of our residents and aims to keep void periods to a minimum in order that as many of those needing to be housed are accommodated.

These regular meetings are used by the two East Cambs representatives as an opportunity to update both ourselves and Sanctuary with matters of mutual interest, to highlight some of the recent issues we have dealt with and to discuss the causes and the resolutions achieved. There have been useful conversations around the necessity of a local lettings policy, particularly as this affects Littleport. The question of residents being able to access their rental payment accounts online, not currently available but a national scheme is being worked upon. It was pointed out that currently, any tenant has only to request an up to date copy of their statement for this to be produced and forwarded. A discussion around the importance of all maintenance and similar problems being made via the central helpdesk for logging and action. This ensures that all ancillary information is captured and that details of problems do not get lost. There has been a discussion around surveys to get information around community safety, anti-social behaviour, and crime. These surveys to go out to both Sanctuary and non-Sanctuary households. We discussed the importance of sharing information around community problems to ensure that those closely involved have up to date information.

Many of the Sanctuary properties throughout the district were built in the immediate post war period and during the following two decades. This means that much of the housing stock can be up to 70 years old. Although there have been regular schemes of work to update blocks

of properties (kitchens/bathrooms, exterior cladding/windows, heating systems), this does not upgrade all properties at once, or even all properties within that block. If the work involves extensive work within the property, some residents, especially the more elderly, will decline to have the work carried out. This means that future tenants of that property do not enjoy the improvements that their neighbours' properties have had. It is much more expensive and time consuming to carry out work in an isolated property than in a small estate or area, and work on one property may take longer than might be wished.

Continued representation is very important because in any large community there will always be examples of when matters are not dealt with as well as possible. When this happens, it is important to understand what and how this happened. In this way a process can be amended. All initial contact and follow up reports should go to the central reporting line by the tenant. Should a problem occur the District Ward Member or the local Sanctuary Housing Officer can be contacted. If the problem persists the council reps can take this up with senior staff to reach a resolution. We also act as a conduit between the two organisations to ensure that a close and helpful relationship is in place.

2020/21 Report from Cllr Webber

(Attended all three meetings.)

Sanctuary Housing are a national housing association with a large stock of housing in East Cambridgeshire, which includes both general needs and residential care for the elderly.

ECDC have responsibility for housing services and Sanctuary Housing play a vital role in ensuring that our residents have access to suitable accommodation, which is safe and well maintained.

Sanctuary Managers and Housing Officers work closely with the Housing Team at ECDC and have staff located with the Customer Services Team so that residents can easily access support when required.

Quarterly meetings are normally held between Sanctuary management, tenant representatives, and representatives from East Cambs District Council. I am currently one of the representatives for ECDC along with Cllr Christine Ambrose Smith. Since the outbreak of the coronavirus it was agreed that the quarterly meetings would be put on hold with reports being sent to all members of the Committee for comment and feedback. Regular zoom meetings have still been held between the East Cambs Representatives, and Lorna Philcox, the Operations Manager for Sanctuary, to enable issues to be escalated and information to be shared.

As the largest residential social landlord in East Cambridgeshire I think it is crucial that a strong working relationship is maintained not only between Sanctuary Staff and ECDC Officers, but also with ward members who are representing their residents. It is important for members to gain an understanding of the processes and procedures that are in place, and how they can work with Sanctuary to support their residents in the most effective way.

Sanctuary have worked hard to support their residents' practical and emotional needs, throughout the last year which has been a challenge with the coronavirus restrictions in place. Prior to the coronavirus restrictions Sanctuary Housing Officers invited ward members to join them on the regular inspections of their housing stock. This has worked well and many councillors attended the inspections, which has given them an opportunity to both meet the Housing Officer working with their residents and gain a better understanding of the

daily issues and challenges. A Seminar for councillors will be arranged once restrictions have been eased further so that processes can be explained in more detail and any questions and queries can be addressed.

Representatives for 2021/22

Cllr Christine Ambrose Smith
Cllr Jo Webber

SOHAM AND DISTRICT SPORTS ASSOCIATION

Aims & 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.

Representation	Meetings per year	Status of Member
Two Members	Bi-monthly, at least 3 per year	Voting Committee Member

Expenses paid by Organisation	Insurance Provision
No	Yes

Category of Officer Support	Contact Officer	Representatives for 2020/21
2	Senior Leisure Services Officer: Victor Le Grand	Cllr Ian Bovingdon Cllr Dan Schumann

2020/21 Report from Cllr Bovingdon

(No meetings held due to COVID-19 and lockdowns.)

The provision of sports and leisure facilities forms a very important part of ECDC's commitment to the area that the District continues to be an area where people want to live, businesses want to base themselves and grow and people want to visit.

Covid has been hard, but people want to return to normality as quickly as possible and we need to support this facility which will form an essential part of the growth of the town over the next 5 years.

Items considered over the year included:

- Cost of the roof/repairs
- Covid-related working practices
- Voting centre

ECDC representation is essential as the sports centre is an extremely important facility for the local community. As the town continues to expand, the demands on the centre will increase and unless another facility is built to ease pressure then drastic action will need to be taken to support the centre.

Covid has had a real impact on the activities of the sports centre, but the issues continue around funding for the roof.

2020/21 Report from Cllr Schumann

(No meetings held due to COVID-19 and lockdowns.)

Soham and District Sports Association operate The Ross Peers Sports Centre, which is part of the network of Leisure Centres that ECDC created and retains a relationship with. ECDC also grant a small amount of funding to The Ross Peers Sports Centre each year. The work of the centre links to the Community and Leisure department. The provision of sports and leisure facilities for the local population fits in with our key priority around making East Cambs a 'fantastic place to live'.

The Ross Peers Sports Centre is in desperate need of upgrade. Continued representation is important because this is a key facility in Soham and ECDC need to work with SDSA to plan for its improvement and sustainable future.

Representatives for 2021/22

Cllr Ian Bovingdon
Cllr Dan Schumann

Section 2

INTERNAL DRAINAGE BOARDS

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Internal Drainage Boards (IDBs) are public bodies that manage water levels in areas where there is a special need for drainage. They reduce flood risk to people and property and they manage water levels for agricultural and environmental needs. IDBs are funded by a combination of drainage rates levied on the owners of farmland, and special levies on District and Unitary Councils. District Councils appoint representatives to IDBs, the number of representatives being determined by the IDBs by consideration of the percentage of the Board's income being paid by each Council.

Haddenham Level IDB is part of the Middle Level Commissioners, all other IDBs on which ECDC is represented are part of the Ely Group of Internal Drainage Boards.

Appointment of ECDC representatives to Internal Drainage Boards has been discussed at various Council and Committee meetings² and the following process has been agreed:

1. Nominations should be invited from the Members of Council.
2. If vacancies cannot all be filled from within the District Council then;
 - a. former District Councillors who are willing to continue in their IDB role could be nominated as a layperson, and;
 - b. the relevant Parish Council(s) should be invited to submit nominations.

If there are more nominations than vacancies then consideration should be given to the candidates' prior knowledge and experience of both the geographical area and the issues relevant to IDBs. In all cases, the final decision on each appointment rests with the Finance & Assets Committee.

² Resources & Finance Committee: 29 March 2018 (Agenda Item 11, Minute 94); 26 July 2018 (Agenda Item 12, Minute 35).
Council: 19 April 2018 (Agenda Item 10, Minute 89).
Finance & Assets Committee: 20 June 2019 (Agenda Item 13, Minute 17); 26 September 2019 (Agenda Item 18, Minute 56).

BURNT FEN INTERNAL DRAINAGE BOARD

District Wards covered	Parish Councils covered
Ely North Littleport	City of Ely Council Littleport Parish Council

Representation	Meetings per year	Status of Member
Two Members	3	Board Member

Expenses paid by Organisation	Insurance Provision
No, paid by the Council	Yes

Category of Officer Support	Contact Officer	Representative(s) for 2020/21
3	Finance Manager, Ian Smith	Cllr Julia Huffer Derrick Beckett (lay member)

2020/21 Report from Cllr Julia Huffer

(Attended one of two meetings.)

The IDB ensures the continued management of the water supply to the farming industry in our district. This body continues to do excellent work in our District. They are extremely well run and managed and I recommend our continued support.

2020/21 Report from Derrick Beckett

(Not received.)

Representative(s) for 2021/22
Cllr Julia Huffer Derrick Beckett (lay member)

CAWDLE FEN INTERNAL DRAINAGE BOARD

District Wards covered	Parish Councils covered
Ely West	City of Ely Council

Representation	Meetings per year	Status of Member
Seven Members	3	Board Member

Expenses paid by Organisation	Insurance Provision
No, paid by the Council	Yes

Category of Officer Support	Contact Officer	Representative(s) for 2020/21
3	Finance Manager, Ian Smith	Cllr Christine Whelan Cllr Simon Harries Parish Cllr Michael Rouse Rupert Moss-Eccardt 3 x Vacancy

2020/21 Report from Cllr Christine Whelan

(Attended two of three meetings.)

Specific items discussed have been:

Increased use of pumping station and the increase water in the last year due to there being a higher rainfall than expected. This was beneficial in establishing the problems there may be at a later date when considering planning applications.

Water voles and their increase in the area.

Health and safety requirements on lone working and procedures in place for this.

Continued representation is important because it is an important part of the area due to the wet areas around the fens. It is important to understand the problems of drainage in the area and what the benefits are.

These meetings have all been virtual and a later start time for the meetings would help the increase of membership to the board. Most of these start at 2.30pm and can be quite short in duration. Keeping these as a virtual meeting would also be more beneficial than travelling to the board meeting for a very short meeting. One of the meetings I attended lasted 20 minutes.

2020/21 Report from Cllr Simon Harries

(Attended one meeting.)

Provides an important component of the conservation and environmental aspects of the Council's objectives. As with the other drainage boards, this organisation maintains water

levels, is able to raise concerns and provide alerts if water quality or quantities moves outside normal levels, and enables a (or the) key business of the District to be conducted effectively- namely farming.

I was able to take part in only one of the two scheduled meetings of the board. I regret missing the second of these but there was a clash with a long-arranged business commitment that I was unable to change.

I learned a great deal about the historical significance of drainage boards in general and about the ways in which the operations of the board provide insights to key environmental indicators. In my opinion, the ability to keep a close eye on how water levels move, and what this tells us about the health of the environment, is critically important.

Personally, I learned more about farming culture and priorities than I have ever known, and this was a much-needed insight to the ways in which the district operates.

Continued representation is important because, as stated above, the council is now fully committed to a range of environmental actions and policies which will become more challenging and more important to the life of the district and its people in the years ahead.

Membership of drainage boards provides essential insights and early warning of issues in a way that nothing else can do.

It also enables better mutual understanding between council members, especially those- like myself- who have no background in farming, and the people who dominate the boards, who are for the most part farmers of long-standing in the district.

I appreciate the professionalism and commitment of the small but able staff, especially the engineers who keep the board operating effectively.

I have some reservations about the ways in which local landowners tend to assume that the board operates for their own interests above any other factor.

The boards contribute to environmental health for every inhabitant of the district. I would like to see more participation and oversight, not less, from “ordinary” members of the council.

2020/21 Report from Rupert Moss-Eccardt

(Attended all three meetings.)

Water management is essential to support food production, protect property and underpin the local economy:-

- The CPIER report alludes to significant GVA benefit from flood protection schemes. A recent modelling exercise for the Great Ouse fens predicts 7-10 £bn of damage in the event of a significant flood control failure.
- Many planning applications are only successful because, even though they are in Flood Zone 3, the site is protected by flood defences.
- SUDSs only work if there is somewhere for the final outflow to go. IDBs move that water from catchwater drains through to the main river.
- Finally, if the IDBs didn't provide a path for water to be abstracted, the local agricultural economy would fail.

The rate has been adjusted. This has an effect on the levy.

The rainfall in 2020/21 was abnormal. Without pumping by the IDB a significant part of Ely business would have been lost (Angel Drove).

The Rivers Authorities and Land Drainage has passed recently. It may result, in the gift of the DEFRA SoS to change the basis for valuation for both agricultural and other land.

The IDBs spend a significant amount of money raised by the District. Appointment of Board members by 'charging authorities' is required by statute and the number of such appointed members is determined by the same Act – The Land Drainage Act 1991.

However the Act requires regard to:

...the desirability of appointing a person who—

(a) has knowledge or experience (including knowledge of the internal drainage district in question or commercial experience) of some matter relevant to the functions of the board; and

(b) has shown capacity in such a matter.

Which is partly, I hope, why I have been appointed.

I am very grateful to continue to be appointed by the District Council and honoured to have this opportunity to aid with the governance, effectiveness and representation of the Board.

I plan to use my experience in Cyber-resilience, fraud prevention and broader engineering knowledge to help the IDB make further progress in the next period, if my appointment continues.

2020/21 Report from Parish Cllr Michael Rouse

(Attended all three meetings.)

I enjoy being one of the Council's representatives on the Cawdle Fen IDB. It is the smallest in the group and well managed. It is prudent and never budgets for more than is necessary for its efficient operation. Like all IDBs its primary concern is water management which is essential for food production and the prevention of flooding. The appointment of council reps is very much appreciated by the other board members.

Representative(s) for 2021/22

Cllr Christine Whelan
Cllr Simon Harries
Parish Cllr Michael Rouse
Rupert Moss-Eccardt
Parish Cllr Ian Lindsay (appointed 22/7/21)
2 x vacancy

HADDENHAM LEVEL INTERNAL DRAINAGE BOARD

District Wards covered	Parish Councils covered
Haddenham Stretham Sutton	Haddenham Parish Council Stretham Parish Council Sutton Parish Council Wentworth Parish Council Wilburton Parish Council

Representation	Meetings per year	Status of Member
Two Members	3	Board Member

Expenses paid by Organisation	Insurance Provision
No, paid by the Council	Yes

Category of Officer Support	Contact Officer	Representative(s) for 2020/21
3	Finance Manager, Ian Smith	Cllr Gareth Wilson (Vice-Chairman) Parish Cllr Steve Cheetham

2020/21 Report from Cllr Gareth Wilson

(Attended all four meetings.)

The Drainage Board is responsible for maintaining water levels to prevent flooding and to ensure farmers have sufficient water for irrigation.

We have set the Drainage rate for the year. We have maintained the ditches and the equipment. We had to buy some additional equipment. We had two special meetings to discuss the planning application for a new reservoir with the consequent gravel extraction and the effect this would have upon water table levels and the consequences to neighbouring farms. We eventually managed to get a legal agreement that would satisfy these competing requirements.

Continued representation is worthwhile because this body is a statutory body that imposes drainage rates. Drainage considerations are vitally important for the low lying Fens.

2020/21 Report from Parish Cllr Steve Cheetham

(Attended all four meetings.)

ECDC are committed to ensuring that East Cambridgeshire continues to be a district where people want to live, work and visit and ensuring flood defences are maintained is a critical element of this commitment.

Proposed construction of irrigation reservation reservoirs at Willow Hall Farm, Haddenham has continued with objections being raised by the HIDB on the planning application and potential

implications for East Cambs. This is due to be discussed at the County Council on the 6th June 2021 and HIBD is continuing to object to this proposal.

HIBD have raised concerns on the amount of seepage coming through or under the 100 ft river bank, which this year has caused more surface water on land than we have seen before, and the refusal of the Environment Agency to acknowledge the benefit of dredging, and carry it out.

A meeting had been planned for discussion with Lucy Frazer for the 14th March 2020 this will now be rescheduled to ensure the HIBD concerns are understood and raised at the highest political level.

This is a precepting body with the duty of protecting the Haddenham & Aldreth area from flooding and providing irrigation for agriculture and the meetings give a real insight into issues affecting farming and agriculture. The 2020/2021 winter has seen significant levels of rainfall which impacted East Cambs and it is critical that the knowledge of the issues in detail from the HIBD are understood by ECDC.

Representative(s) for 2021/22

Cllr Gareth Wilson
Parish Cllr Steve Cheetham

LITTLEPORT & DOWNHAM INTERNAL DRAINAGE BOARD

District Wards covered	Town/Parish Councils covered
Downham Villages Ely North Littleport Stretham Sutton	Coveney Parish Council Little Downham Parish Council Little Thetford Parish Council Littleport Parish Council Stretham Parish Council Wentworth Parish Council Wilburton Parish Council Witchford Parish Council

Representation	Meetings per year	Status of Member
Six Members	3	Board Member

Expenses paid by Organisation	Insurance Provision
No, paid by the Council	Yes

Category of Officer Support	Contact Officer	Representative(s) for 2020/21
3	Finance Manager, Ian Smith	Cllr Christine Ambrose Smith Cllr David Ambrose Smith Cllr Lorna Dupré Cllr Jo Webber Paul Cox (lay member) Parish Cllr Mark Taylor

2020/21 Report from Cllr Christine Ambrose Smith

(Attended all meetings.)

We are an expanding community and the additional water generated by new homes has to be dealt with satisfactorily. We are experiencing Climate change with more extreme and unpredictable weather conditions, With the other water & flood authorities, the local drainage boards have to play their part in order to keep our residents safe. Living in an area dominated by agriculture, the management by local drainage boards are of paramount importance in ensuring that water & infrastructure is managed to ensure that crops are able to be grown in optimum conditions.

A survey of all locations coming under the remit of the drainage board is currently underway with a view to improving the mapping and identification of each location and noting current condition. This will enable work to be carried out for improvements where necessary. Some of the infrastructure is old and consideration will be given to improve & replace elements requiring attention. This is a considerable piece of necessary work and is being ably led by the Drainage Engineer & the Chairman of the Board. Once the mapping project is completed and urgent work undertaken, revised annual maintenance schedules will be put in place. This work will play its part in safeguarding residents & business.

Continued representation on this Outside Body is worthwhile because, although as members representing the council we are laypersons, we are able to begin to understand how important the IDB's are to the area. We are also able to offer an overview of matters from a different perspective from the Farming members of the Board.

The Drainage Engineer is an experienced and able officer, the Chairman of the Board leads from the front and is supported by the knowledgeable members of the board who represent the local farming industry.

2020/21 Report from Cllr David Ambrose Smith

(Attended most meetings.)

IDB's are extremely important partners. ECDC planners work closely with the IDB's and value one another's contribution to the planning process. IDB's praiseworthy concerns regarding increasing their charges perhaps constrains them from carrying out more medium to long term planning.

Continued representation is worthwhile because it gives an understanding of the importance of Internal Drainage Boards within our District and the necessity of keeping drainage infrastructure in good order.

The record amount of rainfall in December highlighted system maintenance issues across the drainage boards, I joined an IDB-led working party to help identify ways to overcome these problems for the future.

I believe that all our local IDB's should be amalgamated into a single board which would bring efficiencies at all levels from governance to the water courses. ECDC councillors/representation of one possibly two councillors on this single board would then give ECDC a better joined up understanding of the whole area.

2020/21 Report from Cllr Lorna Dupré

(Attended two of three meetings.)

The work of the IDB aligns with the need for the Council to address the Climate Emergency and other environmental priorities.

The focus of the IDB in recent months has of course been on the flood events between Christmas and New Year. Members of the IDB had a thorough discussion of these events at their February meeting, including receiving an explanation of technical problems with the diesel pump and one of the three electric pumps at the Hundred Foot Pumping Station, which were in the process of being resolved. IDB members also discussed how maintenance of its watercourses could be improved.

Continues representation on this Outside Body is worthwhile because management of water (scarcity in some parts of Cambridgeshire, flood risk in others including the Littleport and Downham area) will continue to be a major challenge for the foreseeable future. The ongoing work of the Environment Agency with its bank raising project, the recent report by MPs on the EFRA Committee on addressing flood risk, and the interim recommendations of the Cambridgeshire & Peterborough Independent Climate Commission are just a few

examples of the work that is ongoing to address water management issues, which is why membership of local IDBs continues to be important.

The IDB has adapted well to the use of Zoom for virtual meetings over the last year.

2020/21 Report from Cllr Jo Webber

(Attended all meetings.)

The internal drainage boards play a vital role in keeping East Cambridge free from flooding, and supporting our agricultural industry by maintaining drainage channels, and providing irrigation services throughout the drier months.

Additionally, the IDBs play an important role in the environment, by maintaining habitats for Wildlife, and are a key stakeholder in the ECDC Climate Change Strategy and Action Plan.

Ongoing maintenance of drainage channels and the reliability of equipment play a huge part in reducing the risk of flooding to both farmers fields and adjacent homes. Excess water can cause issues during the winter months, but a shortage of water for irrigation purposes can cause as many issues during the drier summer months, as it can severely impact the ability to produce crops. The IDBs are tasked with managing this situation and each meeting addresses issues as they arise, as well as planned maintenance of equipment, health and safety, training and wider issues that can impact the Board.

As the local planning authority, East Cambs DC play a key role in the overall plan to address the flood risks to our area along with the County Council as the lead flood authority, Anglian Water, the Environment Agency and the Internal Drainage Boards.

With the emerging ECDC Climate Change Action Plan and Strategy now in place, I think it is increasingly important that East Cambs continues to be represented on the IDBs, and for members to be aware of the issues that face both our residents and local businesses, and the funding required to mitigate those risks.

East Cambridgeshire is flat and low lying, and the Ely IDBs maintain the drainage channels and pump equipment, which supports our agricultural industry. The IDB Engineer plays a key role in considering future risk to our area of flooding, and it is vital that we continue to support their work, listen to their issues and take their concerns onboard, to ensure that East Cambridgeshire continues to be free from flooding, an area rich in wildlife and a great place to live for our residents.

2020/21 Report from Paul Cox (lay member)

(Not received.)

2020/21 Report from Parish Cllr Mark Taylor

(Attended all meetings.)

As a local farmer, I am representing the council on the drainage board. Providing local knowledge of the water system in this area, which is clearly needed especially considering the troubles that occurred at Christmas 2020.

There are issues with the maintenance of IDB catchwaters and drains which are badly maintained, I am trying to resolve these issues and spending a lot of time and resources to assist the drainage board and council.

Continued representation is worthwhile to establish communication and knowledge to provide safer water system for the future.

Representative(s) for 2021/22

Cllr Christine Ambrose Smith
Cllr David Ambrose Smith
Cllr Lorna Dupré
Cllr Jo Webber
Paul Cox (lay member)
Parish Cllr Mark Taylor

MIDDLE FEN & MERE INTERNAL DRAINAGE BOARD

District Wards covered	Town/Parish Councils covered
Ely East Ely North Fordham & Isleham Soham North Soham South	City of Ely Council Fordham Parish Council Isleham Parish Council Soham Town Council Wicken Parish Council

Representation	Meetings per year	Status of Member
Five Members	3	Board Member

Expenses paid by Organisation	Insurance Provision
No, paid by the Council	Yes

Category of Officer Support	Contact Officer	Representative(s) for 2020/21
3	Finance Manager, Ian Smith	Cllr Ian Bovingdon Cllr Victoria Charlesworth Cllr Alec Jones Cllr Dan Schumann Derrick Beckett (lay member)

2020/21 Report from Cllr Ian Bovingdon

(Attended 1 of 2 meetings.)

This board does important work, by protecting agriculture and enforcing correct drainage rules and procedures. Flood defences are maintained and close scrutiny is undertaken of new residential and commercial developments to ensure that they can be delivered without negative impact on flooding locally. This work fits with ECDC's commitment that the District continues to be an area where people want to live, businesses want to grow and people to visit. The main focus is on water management.

Several issues are discussed, including Flood Warden schemes, all of which have an impact on agriculture, ecology and new developments. An important issue in the present and future of the fens, discussing the need for possible pumping stations. Discussions re Covid-19 issues were also discussed as this affects the effectiveness of their workforce. Much of the IDB's work will have an effect on ECDC's plans for future housing development.

Continued representation is worthwhile because this is a very important body protecting the local area from the risk of flooding together with managing irrigation for agriculture. The IDB has a real understanding of the complex issues surrounding development and infrastructure impact on flooding and need to be supported in light of increasing threats from flooding affected by climate changes.

They are producing a conservation document.

There are requirements for more members on the board.

Plans are underway looking forward 50+ years.

They are in constant contact with the E.A. re issues particularly with pumping station issues. December 2020 was one of the wettest in a while which is why pumping stations were pushed to their limits.

2020/21 Report from Cllr Victoria Charlesworth

(Not received.)

2020/21 Report from Cllr Alec Jones

(Attended three of three meetings.)

This organisation fits in with ECDC's Corporate Plan by ensuring the continued management of the water supply to the farming industry in the District, supplying the many farms and related industries in our area.

Water requirements have increased and large scale alterations to depth of main drainage are being considered. Such large infrastructure improvements need to be managed carefully and work in partnership with Local Government to reduce the impact to businesses.

While there is little direct relevance in the day to day dealings, its relevance to local agricultural business is immense and maintain the links between business and Local Authorities makes this a worthwhile commitment.

2020/21 Report from Cllr Dan Schumann

(Attended no meetings.)

The work of the IDB provides essential flood protection for the District and is fundamental to our local agriculture.

This is a key organisation that ECDC need to work with in terms of infrastructure.

2020/21 Report from Derrick Beckett (lay member)

(Not received.)

Representative(s) for 2021/22

Cllr Ian Bovingdon
Cllr Mark Goldsack (*appointed 5/10/21*)
Cllr Alec Jones
Cllr Dan Schumann
Derrick Beckett (lay member)

PADNAL & WATERDEN INTERNAL DRAINAGE BOARD

District Wards covered	Town/Parish Councils covered
Ely North Littleport	City of Ely Council Littleport Parish Council

Representation	Meetings per year	Status of Member
Seven Members	3	Board Member

Expenses paid by Organisation	Insurance Provision
No, paid by the Council	Yes

Category of Officer Support	Contact Officer	Representative(s) for 2020/21
3	Finance Manager, Ian Smith	Cllr David Ambrose Smith Cllr Lis Every Cllr Alison Whelan Paul Cox (lay member) Parish Cllr Edward Carlsson Browne Debra Jordan Sue Kerridge

2020/21 Report from Cllr David Ambrose Smith

(Attended most meetings.)

IDB's are extremely important partners. ECDC planners work closely with the IDB's and value one another's contribution to the planning process. IDB's praiseworthy concerns regarding increasing their charges perhaps constrains them from carrying out more medium to long term planning.

Continued representation is worthwhile because it gives an understanding of the importance of Internal Drainage Boards within our District and the necessity of keeping drainage infrastructure in good order.

The record amount of rainfall in December highlighted system maintenance issues across the drainage boards, I joined a IDB led working party to help identify ways to overcome these problems for the future.

I believe that all our local IDB's should be amalgamated into a single board which would bring efficiencies at all levels from governance to the water courses. ECDC councillors/representation of one possibly two councillors on this single board would then give ECDC a better joined up understanding of the whole area.

2020/21 Report from Cllr Lis Every

(Attended three of four meetings.)

The internal drainage board (IDB) is the operating authority which is established in areas of special drainage need in England and Wales, eg the Fens, with permissive powers to undertake work to secure clean water drainage and water level management within drainage districts. It also has the authority to add a levy to the Council Tax. Internal Draining Boards are a statutory consultee for all Planning Applications. In this area, which seeks growth, the work of the IDB is a very important organisation which has representatives from local farmers and councillor representatives from ECDC.

As seen above, the work undertaken by the IDB is vital for the area, ensuring that there is no flood activity, that the relevant maintenance is undertaken, the right levels of water for irrigation are maintained and the protection of species, ie eels, is undertaken. It is a statutory consultee for all planning applications.

Continued representation is absolutely vital, ie as consultee for planning applications and an influence on the Ultimate Council Tax Levy.

2020/21 Report from Cllr Alison Whelan

(Attended two of three meetings.)

The IDB is presently upgrading the Padnal No 1 pumping station as it is near the end of its useful life.

The IDB contracted for the clearing of the Clayway Drain, however, this caused significant destruction of wildlife areas during the spring breeding season. The IDB has learnt from this and will avoid this in future years.

Continued representation is worthwhile because the nature of the land that surrounds Ely is such that water management is crucial to avoid flooding.

Meetings have been held virtually due to the pandemic, however, the IDB acknowledged their failure to meet equality and inclusion standards due to the location of physical meetings and this will be addressed when physical meetings restart.

2020/21 Report from Paul Cox (lay member)

(Not received.)

2020/21 Report from Parish Cllr Edward Carlsson Browne

(Not received.)

2020/21 Report from Debra Jordan

(Not received.)

2020/21 Report from Sue Kerridge

(Not received.)

Representative(s) for 2021/22

Cllr David Ambrose Smith
Cllr Lis Every
Cllr Alison Whelan
Paul Cox (lay member)
Parish Cllr Debra Jordan
Parish Cllr Sue Kerridge
Parish Cllr Clive Webber (appointed 5/10/21)

SWAFFHAM INTERNAL DRAINAGE BOARD

District Wards covered	Town/Parish Councils covered
Bottisham Burwell Fordham & Isleham Soham South	Bottisham Parish Council Burwell Parish Council Fordham Parish Council Lode Parish Council Reach Parish Council Swaffham Bulbeck Parish Council Swaffham Prior Parish Council Wicken Parish Council

Representation	Meetings per year	Status of Member
Four* Members	3	Board Member

Expenses paid by Organisation	Insurance Provision
No, paid by the Council	Yes

Category of Officer Support	Contact Officer	Representative(s) for 2020/21
3	Finance Manager, Ian Smith	Cllr David Brown Cllr Lavinia Edwards Cllr Alan Sharp Cllr John Trapp

* Four Councillors plus one nominee jointly with South Cambridgeshire District Council (SCDC). SCDC makes the joint appointment by reciprocal agreement of June 1990 whereby East Cambridgeshire District Council makes the joint appointment to Waterbeach Level IDB. Appointments are for 3 years.

2020/21 Report from Cllr David Brown

(Attended two of three meetings.)

The IDB plays a crucial role in managing/maintaining watercourses in the area within budgetary limits. This work fits well with the corporate priorities of: Sound Financial Management; Cleaner, Greener East Cambridgeshire; and Social and Community Infrastructure.

Specific items considered and of relevance to ECDC include Budget and Precept Setting, consultation responses to Planning Applications within the area.

Continued representation is worthwhile because it is important to have elected members on the IDB to monitor and advise on relevant issues.

2020/21 Report from Cllr Lavinia Edwards

(Attended all three meetings.)

The work of the IDB fits in with East Cambridgeshire District Council's corporate objectives to ensure and maintain the large area of drainage network in the District. The District has a large agricultural element with much employment in this field. They are also a consultee for Planning Applications.

Items discussed and considered are setting the levy for the next financial year, climate change, flood, land management and ecology.

Continued representation is important on IDBs because IDBs are in receipt of public funds and is important that the District Council are involved in any financial decisions.

2020/21 Report from Cllr Alan Sharp

(Attended three of three meetings.)

The Swaffham Internal Drainage Board is especially important to the residents of East Cambridgeshire, as the recent wet winters and long dry spells have increased the need for good water management, which the Drainage Boards provide.

The meetings normally cover details of Engineering reports, as well as the financial results and budget of the Board.

There is a need for continued representation on the Board because the management of the Fens and its water resources are vital for residents to manage the many issues and challenges that Climate Change brings.

2020/21 Report from Cllr John Trapp

(Attended two of three meetings.)

The work of the IDB is crucial to keep the area from flooding. Specific items considered have been: maintenance of pumping stations, cleaning of ditches and sluices.

Continued representation is worthwhile because it gives an external and independent verification of its actions and decisions for the good of our residents.

Although meetings are short, and fortunately now on Zoom, they are well-managed and chaired.

Representative(s) for 2021/22

Cllr David Brown
Cllr Lavinia Edwards
Cllr Alan Sharp
Cllr John Trapp

WATERBEACH LEVEL INTERNAL DRAINAGE BOARD

District Wards covered	Town/Parish Councils covered
Stretham Soham South	Little Thetford Parish Council Stretham Parish Council Wicken Parish Council

Representation	Meetings per year	Status of Member
One* Member	3	Board Member

Expenses paid by Organisation	Insurance Provision
No, paid by the Council	Yes

Category of Officer Support	Contact Officer	Representative(s) for 2020/21
3	Finance Manager, Ian Smith	David Chaplin (lay member)

* One Councillor jointly with South Cambridgeshire District Council (SCDC). East Cambridgeshire District Council makes the joint appointment by reciprocal agreement of June 1990 whereby SCDC makes the joint appointment to Swaffham IDB. Appointments are for 3 years.

2020/21 Report from David Chaplin (lay member)

(Not received.)

Representative(s) for 2021/22
David Chaplin (lay member)