



# East Cambridgeshire District Council

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## Meeting: Operational Services Committee

Time: 4:30pm

Date: Monday 25 March 2024

Venue: Council Chamber, The Grange, Nutholt Lane, Ely, CB7 4EE

Enquiries regarding this agenda: Hannah Walker

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## Committee membership

**Quorum:** 5 members

### Conservative members

Cllr Christine Ambrose Smith  
Cllr Martin Goodearl  
Cllr Julia Huffer (Chairman)  
Cllr Kelli Pettitt  
Cllr Alan Sharp (Vice-Chairman)  
Cllr Lucius Vellacott

### Conservative substitutes

Cllr Anna Bailey  
Cllr James Lay  
Cllr David Miller

### Liberal Democrat members

Cllr Christine Colbert  
Cllr Kathrin Holtzmann  
Cllr Mark Inskip (Lead Member)  
Cllr Mary Wade  
Cllr Christine Whelan

### Liberal Democrat substitutes

Cllr Lorna Dupré  
Cllr Charlotte Cane  
Cllr John Trapp

**Lead Officer:** Isabel Edgar, Director Operations

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## AGENDA

- 1. Public question time** [oral]  
The meeting will commence with up to 15 minutes of public question time.
- 2. Apologies and substitutions** [oral]
- 3. Declarations of interests** [oral]  
To receive declarations of interests from Members for any items on the agenda in accordance with the Members Code of Conduct.

#### **4. Minutes**

To confirm as a correct record the minutes of the meeting of the Operational Services Committee held on 31 January 2024.

#### **5. Chairman's announcements [oral]**

#### **6. VCAEC Update [oral]**

#### **7. End of Year Reports 2023/24 and Services Delivery Plans 2024/25**

Due to the size of the documents, the end of year reports and Service Delivery Plans have been circulated separately to Councillors. Copies are available on the Council's website [www.eastcambs.gov.uk](http://www.eastcambs.gov.uk) or from Democratic Services

#### **8. ECSS Business Plan 2024/25**

#### **9. Housing Adaptations and Repair Policy 2019**

#### **10. Community Engagement Strategy 2024-2028**

#### **11. Vulnerable Community Strategy 2024-2029**

#### **12. Health and Wellbeing Strategy and Action Plan**

#### **13. ARP Joint Committee minutes: 5 March 2024**

#### **14. Minutes of the Waste Service Review Working Party: 8 January 2024 and 6 February 2024**

#### **15. Forward agenda plan**

### **Exclusion of the public including representatives of the press**

That the press and public be excluded during the consideration of the remaining items because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items there would be disclosure to them of exempt information of Categories 1 and 3 of Part I Schedule 12A to the Local Government Act 1972 (as amended).

#### **16. ECSS Board meeting minutes**

To receive the minutes of the ECSS Board meeting held on 18 January 2024.

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### **Notes**

1. Members of the public are welcome to attend this meeting. If you are visiting The Grange during normal working hours you should report to the main reception desk. If you come to an evening meeting please enter via the door in the glass atrium at the back of the building.

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

The livestream of this meeting will be available on [the committee meeting's webpage](https://www.eastcambs.gov.uk/meetings/operational-services-committee-250324) (<https://www.eastcambs.gov.uk/meetings/operational-services-committee-250324>). Please

be aware that all attendees, including those in the public gallery, will be visible on the livestream.

2. Public Questions/Statements are welcomed on any topic related to the Committee's functions as long as there is no suspicion that it is improper (for example, offensive, slanderous or might lead to disclosures of Exempt or Confidential information). Up to 15 minutes is allocated for this at the start of the meeting.

[Further details about the Public Question Time scheme](http://www.eastcambs.gov.uk/committees/public-question-time-scheme)

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3. The Council has adopted a 'Purge on Plastics' strategy and is working towards the removal of all consumer single-use plastics in our workplace. Therefore, we do not provide disposable cups in our building or at our meetings and would ask members of the public to bring their own drink to the meeting if required.
4. Fire instructions for meetings:
  - if the fire alarm sounds, please make your way out of the building by the nearest available exit, which is usually the back staircase or the fire escape in the Chamber and do not attempt to use the lifts
  - the fire assembly point is in the front staff car park by the exit barrier
  - the building has an auto-call system to the fire services so there is no need for anyone to call the fire services

The Committee Officer will sweep the area to ensure that everyone is out.

5. Reports are attached for each agenda item unless marked "oral".
6. If required, all items on the agenda can be provided in different formats (such as large type, Braille or audio tape, or translated into other languages), on request, by calling main reception on (01353) 665555 or e-mail: [translate@eastcambs.gov.uk](mailto:translate@eastcambs.gov.uk)
7. If the Committee wishes to exclude the public and press from the meeting, a resolution in the following terms will need to be passed:

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

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