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**TITLE: Annual Reports from Representatives on Outside Bodies**

Committee: Operational Services Committee

Date: 14<sup>th</sup> June 2021

Author: Democratic Services Officer (Committees)

[W32]

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1.0 ISSUE

1.1 To receive the annual reports from Council representatives on Outside Bodies within the responsibility of the Operational Services Committee and appoint a new representative to the Cambridgeshire County Council Health Committee.

2.0 RECOMMENDATION(S)

2.1 That a new appointment be made to fill the vacancy on the Cambridgeshire County Council Health Committee (paragraph 3.4).

2.2 That the annual reports from Council representatives on Outside Bodies within the responsibility of the Operational Services Committee be noted (Appendix 2).

3.0 BACKGROUND/OPTIONS

3.1 The Council's Constitution specifies in the Terms of Reference for the Operational Services Committee that it should appoint representatives to Outside Bodies within its remit, from the wider membership of Council, for a period of up to 4 years. The most recent appointments were made at the Operational Services Committee meeting held on 17<sup>th</sup> June 2019.

3.2 Following the Committee re-structuring and subsequent amendments to the Constitution, approved at Council on 23<sup>rd</sup> February 2021, the responsibility for Leisure Services moved from the Finance & Assets Committee to the Operational Services Committee. Consequently, responsibility for appointments to both the Paradise Centre Management Committee and the Soham and District Sports Association has transferred to the Operational Services Committee.

3.3 The list of Outside Bodies currently within the remit of the Operational Services Committee is attached as Appendix 1, which includes the names of the appointed representatives.

3.4 Attention is drawn to a vacancy on the Cambridgeshire County Council Health Committee created by the resignation of Cllr David Ambrose Smith from that role at the end of the 2020/21 municipal year. The Conservative Group has proposed that Cllr Lis Every be appointed to fill the vacancy.

3.5 Attached as Appendix 2 are the relevant pages of the Outside Bodies Booklet which detail the aims and activities of the Outside Bodies within the remit of the Operational Services Committee, and the annual reports from the Council representatives.

4.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT/CARBON IMPACT ASSESSMENT

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

4.2 Equality Impact Assessment (EIA) not required.

4.3 Carbon Impact Assessment (CIA) not required.

5.0 APPENDICES

5.1 Appendix 1: Summary of the Outside Bodies and representatives for 2021-22 under the remit of the Operational Services Committee.

Appendix 2: The relevant pages of the Outside Bodies Booklet which detail the aims and activities of the Outside Bodies within the remit of the Operational Services Committee, and the annual reports of the Council representatives.

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<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
None	Room 214 The Grange, Ely	Caroline Evans Democratic Services Officer (Committees) (01353) 616457 caroline.evans@eastcambs.gov.uk

**SUMMARY OF OUTSIDE BODIES AND REPRESENTATIVES 2021-22 UNDER  
THE REMIT OF THE OPERATIONAL SERVICES COMMITTEE**

ORGANISATION	REPRESENTATIVE(S)	ECDC CONTACT OFFICER
Cambridgeshire County Council Health Committee	<b>Vacancy</b> ( <i>Lead Member</i> ) Julia Huffer ( <i>Substitute</i> )	Environmental Services Manager: Liz Knox
Cambridgeshire Police & Crime Panel	Alan Sharp ( <i>Lead Member</i> ) Julia Huffer ( <i>Substitute</i> )	Director, Operations: Jo Brooks
Citizens Advice West Suffolk	Amy Starkey ( <i>Lead Member</i> ) Alan Sharp ( <i>Substitute</i> )	Communities & Partnerships Manager: Lewis Bage
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
Health & Wellbeing Board	Julia Huffer	Environmental Services Manager: Liz Knox
Historic England – Heritage Champion	Lis Every	Planning Manager: Rebecca Saunt
Paradise Centre Management Committee, Ely	David Ambrose Smith	Senior Leisure Services Officer: Victor Le Grand
RECAP Board	Julia Huffer	Environmental Services Manager: Liz Knox
Sanctuary Housing Services Ltd – East Cambridgeshire Management Committee	Christine Ambrose Smith Jo Webber	Housing & Community Safety Manager: Angela Parmenter
Soham and District Sports Association	Ian Bovingdon Dan Schumann	Senior Leisure Services Officer: Victor Le Grand

# EAST CAMBRIDGESHIRE DISTRICT COUNCIL



## REPRESENTATION ON OUTSIDE BODIES WITHIN THE REMIT OF THE OPERATIONAL SERVICES COMMITTEE 2021-22

(Including reports from representatives for 2020-21)

Organisations (including 2020-21 reports)

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Cambridgeshire County Council Health Committee .....	3
Cambridgeshire Health & Wellbeing Board .....	4
Cambridgeshire Police & Crime Panel .....	5
Citizens Advice West Suffolk.....	6
Community Safety Partnership.....	8
Historic England – Heritage Champion .....	11
Paradise Centre Management Committee – Ely.....	13
RECAP Board.....	14
Sanctuary Housing Services Ltd – East Cambridgeshire Management Committee.....	16
Soham & District Sports Association .....	19

## 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.

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

<b>Expenses paid by Organisation</b>	<b>Insurance Provision</b>
No	Yes

<b>Category of Officer Support</b>	<b>Contact Officer</b>	<b>Representatives for 2020/21</b>
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.)*

<b>Representatives for 2021/22</b>
<b>Vacancy</b> (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.

<b>Representation</b>	<b>Meetings per year</b>	<b>Status of Member</b>
One Member	4-6	Voting Member

<b>Expenses paid by Organisation</b>	<b>Insurance Provision</b>
No	-

<b>Category of Officer Support</b>	<b>Contact Officer</b>	<b>Representative for 2020/21</b>
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.

<b>Representative for 2021/22</b>
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.

<b>Representation</b>	<b>Meetings per year</b>	<b>Status of Member</b>
One Member (and substitute)	4	ECDC Representative

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

<b>Category of Officer Support</b>	<b>Contact Officer</b>	<b>Representatives for 2020/21</b>
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.)*

<b>Representatives for 2021/22</b>
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.

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

<b>Expenses paid by Organisation</b>	<b>Insurance Provision</b>
No	Yes

<b>Category of Officer Support</b>	<b>Contact Officer</b>	<b>Representatives for 2020/21</b>
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><b>Representatives for 2021/22</b></p>
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<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 authorities<sup>1</sup> (commonly referred to collectively as a **Community Safety Partnership** (CSP)) in a local government area to work together in formulating and implementing strategies to tackle local crime and disorder in the area.
- To work in partnership with other organisations and groups to implement the Strategies.
- To monitor and evaluate the effectiveness of the strategies.
- To contribute to the improvement of the quality of life of local people by improving Community Safety and reducing crime and disorder (and the fear of crime) in East Cambridgeshire

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

<b>Expenses paid by Organisation</b>	<b>Insurance Provision</b>
No	No

<b>Category of Officer Support</b>	<b>Contact Officer</b>	<b>Representatives for 2020/21</b>
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)

## 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.

<b>Representation</b>	<b>Meetings per year</b>	<b>Status of Member</b>
One Member	0	Champion

<b>Expenses paid by Organisation</b>	<b>Insurance Provision</b>
No	No

<b>Category of Officer Support</b>	<b>Contact Officer</b>	<b>Representatives for 2020/21</b>
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

## **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.

<b>Representation</b>	<b>Meetings per year</b>	<b>Status of Member</b>
One Member	6	Non-voting Observer

<b>Expenses paid by Organisation</b>	<b>Insurance Provision</b>
No	Yes

<b>Category of Officer Support</b>	<b>Contact Officer</b>	<b>Representative for 2020/21</b>
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.

<b>Representative for 2021/22</b>
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.

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

<b>Expenses paid by Organisation</b>	<b>Insurance Provision</b>
No	No

<b>Category of Officer Support</b>	<b>Contact Officer</b>	<b>Representative for 2020/21</b>
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.

<b>Representation</b>	<b>Meetings per year</b>	<b>Status of Member</b>
Two Members	4	Limited decision-making role

<b>Expenses paid by Organisation</b>	<b>Insurance Provision</b>
Travel	No

<b>Category of Officer Support</b>	<b>Contact Officer</b>	<b>Representative for 2020/21</b>
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.

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

<b>Expenses paid by Organisation</b>	<b>Insurance Provision</b>
No	Yes

<b>Category of Officer Support</b>	<b>Contact Officer</b>	<b>Representatives for 2020/21</b>
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

