

PROPOSED APPOINTMENTS TO JOINT COMMITTEES
2025/26:

NORTH ESSEX PARKING PARTNERSHIP:

Substantive Member: Cllr N Hargreaves

Substitute Member: Cllr N Reeve

PROPOSED APPOINTMENTS TO CABINET WORKING GROUPS 2025/26

Name of Group	Terms of reference	No of Members	Membership
Community Achievement Panel	To oversee the organisation of the Community Achievement Awards scheme and make recommendations on the recipients of those awards.	5	P Lees Chair M Sutton R Pavitt R Silcock J Moran
Housing Board	<ol style="list-style-type: none"> 1. Inform on and monitor the performance and delivery of all Council housing related strategies and policies 2. Monitor housing related performance indicators 3. Inform on and monitor the Council's Housing 4. Monitor the Council's Housing Revenue Account 5. Monitor and inform on the delivery of affordable housing units in the District 6. Consider the use of existing housing stock and other housing assets 	10 + 2 tenant reps	A Coote Chair P Lees V Chair C Fiddy R Freeman M Tayler G Driscoll B Regan S Barker C Martin A Dean
Investment Board	<p>Status This is a working group of the Cabinet. It may make recommendations but is not a decision-making body. The Investment Board will be constituted by members with a knowledge of commercial investment, supplemented with external training as necessary, and supported by industry expert independent people.</p> <p>Membership</p>	9 + 2 Independent members	N Reeve Chair N Hargreaves V Chair D McBirnie J Evans

Name of Group	Terms of reference	No of Members	Membership
	<p>Nine members of the Council to be appointed by the Cabinet, on nomination by group leaders. The group will also have two independent members of the public to provide additional support and guidance to the members. Quorum to be 50% of the Board membership (including the two independent members i.e. 6 when fully appointed).</p> <p>Attendance Officers will attend to support the Working Group as necessary. The Working Group may invite other parties to attend and to contribute to meetings as it decides.</p> <p>Meetings The Working Group will fix its own timetable for meetings. Meetings will be open to the public, subject to the exclusion rules that apply to committee meetings. Agendas and minutes will be published on the Council website.</p> <p>Officer support A senior Council officer will be designated as the lead officer for the Working Group. Democratic Services will provide administrative support for the Working Group.</p>		<p>H Asker C Criscione R Gooding G Sell N Gregory</p>
Local Plan Panel (LPP)	<p>(Status) The LPP is a working group of the Cabinet. It may make recommendations but is not a decision-making body. The LPP is a successor body to the Local Plan Leadership Group which stood between 2020 and 2023.</p> <p>(Membership) Nine members of the Council to be appointed to the LPP by Cabinet, including a Chair and Vice Chair.</p> <p>Substitutes are not permitted.</p>	9	<p>R Freeman Chair R Pavitt V Chair J Evans N Reeve J Emanuel M Tayler R Gooding</p>

Name of Group	Terms of reference	No of Members	Membership
	<p>The Leader of the Council will be invited to attend in a non-voting capacity in order to ask and/or answer any questions that may arise. Other Members may similarly be invited at the discretion of the chair</p> <p>(Quorum) The quorum of a meeting will be three working group members. During any meeting if the Chair counts the number of members present and declares there is not a quorum present, then the meeting will be adjourned immediately.</p> <p>(Function) To assist the Council in the preparation of a local plan which meets the agreed development needs of the district during the course of the plan period in the most appropriate manner;</p> <p>To make recommendations to Cabinet as to the preparation of the draft Uttlesford Local Plan 2021 – 2041, and related planning policy documents, in the light of both documents submitted by officers to the LPP for consideration and any other matters as the LPP sees fit;</p> <p>To enable members of the public to address the LPP for a maximum of 4 minutes and to provide a copy of their statement, subject to having registered to speak in advance;</p> <p>To enable councillors from Uttlesford District Council and Town and Parish Councils to address the Group for a maximum of 5 minutes each and to provide a copy of their statement, subject to having registered to speak in advance;</p> <p>(Meetings) In order to manage the time of the meeting, no more than 10 people shall</p>		<p>J Moran G Sell</p>

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	<p>address the meeting, but at the chair's discretion this may be extended;</p> <p>Meetings shall generally be held in public but may be held in private if it is considered that to be either desirable or necessary in the interests of commercial confidentiality, or there were matters arising which might otherwise be considered detrimental to the Local Plan making process, if discussed in public;</p> <p>To meet as frequently as necessary in order to enable the preparation of the plan to proceed in accordance with the current timetable;</p> <p>To make recommendations to officers as to any particular items the LPP would like to see addressed at the next, or a forthcoming, meeting.</p>		
Museum Management Working Group	<ol style="list-style-type: none"> 1. The Group shall comprise the Cabinet Member with responsibility for the Museum Service and four further members and five directors of the Society. 2. The Museum Curator shall attend all meetings of the Group in an advisory capacity and in accordance with the requirements of the national Accreditation Scheme for museums or any replacement thereof. 3. Meetings shall normally be held in private and the Council shall meet the costs of all MMWG meetings and be responsible for the taking of minutes at such meetings. 4. The Group is to meet a minimum of four times in a year in order to:- <ol style="list-style-type: none"> i. Receive a quarterly report from the Museum Curator about the Museum Service. ii. Agree and recommend to the Council and the Society the provision of the Uttlesford Museum Service and the Museum Service strategic objectives and long term plans 	5 + 5 Directors of the Museum Society	M Sutton Chair A Reeve V Chair J Moran M Lemon G Sell

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	<ul style="list-style-type: none"> iii. Discuss matters and make recommendations to the Council and the Society on matters relating to the management of the Museum Service where a decision needs to be taken or an action needs to be ratified by the Council and/or the Society including the purchase or disposal of objects and the loan of objects to other museums iv. Act as the Museum's governing body for the purpose of the Accreditation scheme and implementation of appropriate codes of practice v. Appoint from the Group the Council's representative to attend at and report on any relevant meetings of other organisations as determined by the Group vi. Invite representatives of other Uttlesford museums and public galleries to attend a meeting of the Group if necessary or appropriate to the matters under discussion vii. Recommend to the Council hours of opening to the public and the admission charges to be levied on all users of the Museum having regard to promoting accessibility of the Museum and social inclusion and any requirements imposed on the Museum Service by other agencies. viii. Where appropriate make recommendations to the Society and/or the Council concerning alterations to the interior or exterior of the Museum building major projects capital developments and any other significant proposals affecting the Museum ix. Generally promote and act as advocates for the Museum 		
Stansted Airport Advisory Panel	<ul style="list-style-type: none"> 1) Form an overview of policy and operational issues in relation to Stansted 2) Monitor the activities of the airport in the interests of the people of the district. 3) Review and anticipate future developments at the airport and in aviation 	7	J Evans Chair M Coletta M Foley V Chair

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	policy.		M Sutton J Moran M Lemon A Dean

PROPOSED REPRESENTATIVES ON OUTSIDE BODIES

2025/26

Organisation	Number	Representative (s)
Armed Forces and Community Covenant	1	Daniel McBirnie
Board of Turpins Indoor Bowling Club	1	Alex Reeve
Campaign to Protect Rural Essex	1	Martin Foley
Committee of the Friends of the Maltings	1	Alex Armstrong
Community Safety Partnership	1	Maggie Sutton
Cooperation for Sustainable Development Board	1	John Evans
Dunmow Day Centre Management Cttee	1	John Davey
Dunmow Museum Management Cttee	1	John Davey
Essex County Traveller Unit	1	Chris Criscione
Essex Coastal Forum	1	John Evans
Essex Councils Climate Forum	1	Neil Reeve
Essex Flood Partnership Board	1	Richard Pavitt
Essex Waste Partnership Board	1	Neil Reeve
Friends of Bridge End Gardens	1	Richard Freeman
Harlow and Gilston Garden Town Board	1	John Evans
Herts and Essex Digital Innovation Zone (DIZ)	1	Neil Reeve
Historic England Heritage Champion	1	Geoffrey Sell
Local Government Association - General Assembly	1	Petrina Lees
LGA – SPARSE Rural Assembly	1	John Evans
Local Strategic Partnership	1	Maggie Sutton
UK Innovation Corridor	1	Petrina Lees
Parking and Traffic Regulation outside London Adjudication Committee	1	Geof Driscoll
Saffron Walden Arts Trust	1	Chloe Fiddy
Saffron Walden Business Improvement District (SW BID)	1	Neil Hargreaves
Saffron Walden Museum Society	1	Maggie Sutton
Stansted Airport Consultative Committee	1	John Evans
Stansted Airport Community Trust Fund		Maggie Sutton
Strategic Aviation Special Interest Group	1	John Evans
Thaxted Guildhall Management Cttee	1	Mike Tayler
Uttlesford Association of Local Councils	1	Petrina Lees
Uttlesford Citizens' Advice Bureau	1	Richard Freeman
Uttlesford Community Travel	1	Geoffrey Sell
Uttlesford Norse Services Ltd Board	1	Petrina Lees