

**CABINET held at COUNCIL CHAMBER - COUNCIL OFFICES, LONDON ROAD, SAFFRON WALDEN, CB11 4ER, on THURSDAY, 19 JUNE 2025 at 7.00 pm**

Present: Councillor P Lees (Chair)  
Councillors J Evans, N Hargreaves, N Reeve and M Sutton

Officers in attendance: S Russell (Strategic Director of Housing, Environment and Communities), B Brown (Director of Environmental Services), C Claydon (Communities Manager), P Evans (Contract, Performance & Risk Manager), B Ferguson (Democratic Services Manager), N Katevu (Head of Legal and Monitoring Officer) and S Lewin (Economic Development Manager)

Also in attendance: Councillors R Gooding (Leader of the Conservative Group), N Gregory (Chair of Scrutiny Committee) and R Silcock (Deputy Leader of the Liberal Democrat Group)

**CAB1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies were received from Councillor Coote, the Portfolio for Housing. Apologies were also received from Councillors Sell (Leader of the Liberal Democrat Group) and Pavitt (Leader of the Uttlesford Independents' Group).

Councillor Silcock deputised for Councillor Sell.

There were no declarations of interest.

**CAB2 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 8 May 2025 were approved as a correct record.

**CAB3 QUESTIONS OR STATEMENTS FROM NON-EXECUTIVE MEMBERS OF THE COUNCIL (STANDING ITEM)**

There were no questions to the Executive.

**CAB4 CONSIDERATION OF REPORTS FROM OVERVIEW AND SCRUTINY COMMITTEES (STANDING ITEM)**

Councillor Gregory, Chair of the Scrutiny Committee, presented the report regarding the committee's recent activity. He referenced the local plan examination, the issue of fuel for the waste fleet, and the appointment of an independent member to the Investment Board. He noted that while there was satisfaction with the progress on the local plan, the scrutiny committee had concerns about the additional costs that the move to HVO fuel for the waste fleet

would impose on local households, whose budgets were already stretched. He commended the work of the Economic Development team but observed that Scrutiny would like to see more output-focused indicators and details of achievement in future reports. Furthermore, he also reported that the proposed independent member for the Investment Board was an outstanding candidate and had the necessary expertise.

**CAB5      REPORT OF DELEGATED DECISIONS TAKEN BY CABINET MEMBERS  
(STANDING ITEM)**

There were no delegated decisions to report.

**CAB6      ANTI-SOCIAL BEHAVIOUR POLICY AND PROCEDURE**

Councillor Sutton presented the report, which updated the Council's policy on Anti-Social Behaviour to meet current standards and demonstrated the Council's commitment to tackling anti-social behaviour. She proposed approval of the policy.

The proposal was seconded by Councillor Reeve.

The Communities Manager said the new policy reflected the Council's employment of a dedicated Anti-Social Behaviour Officer and clarified the council's authority and powers to take action against non-tenants whose behaviour affected the community.

RESOLVED to approve the Anti-Social Behaviour (ASB) Policy.

**CAB7      WASTE FLEET PROPOSAL FOR MOVE TO HVO**

Councillor Reeve presented the report regarding the proposal to switch the Council's waste fleet vehicles to use HVO (Hydrogenated Vegetable Oil) fuel. He said the proposal was a major step towards the Council's goal of achieving net zero carbon emissions, as it would significantly reduce the fleet's emissions, and would be of benefit to waste operatives as the HVO fuel produced cleaner exhaust fumes compared to diesel. He said the fuel would be chemically tested to ensure it was valid and the Council would sign up to a certified 'Renewable Fuel Supplier' scheme to ensure the fuel was sourced predominantly from chip fat rather than palm oil. He said the administration were mindful of tax-payers money, but this was a necessary step on the journey towards net-zero. He proposed approval of the recommendations set out in the report.

Councillor Sutton seconded the proposal.

In response to a question regarding completion dates, Councillor Reeve said it was anticipated that the fleet would be utilising the HVO fuel in late September or October.

In response to a question regarding cost, Councillor Hargreaves clarified that there would be no increase to current rates of council tax.

Members discussed the merits of switching from diesel to HVO fuel, with particular attention paid to the additional cost of the switch.

Councillor Reeve said the Council had committed to tackling climate change and there was support for such measures.

The Leader said that cost was not measured only in monetary terms. People's health and the climate would cost in the long term if such issues were not addressed now.

Councillor Reeve praised the Climate Change team for their excellent work.

RESOLVED to:

- i. Approve the switch to HVO fuel in fleet vehicles
- ii. Note the potential additional annual cost of moving to an HVO fuel as set out in paragraph 6.
- iii. Instruct officers to build the potential additional costs into fleet budgets

CAB8

## **ECONOMIC DEVELOPMENT 2024/25 YEAR-END UPDATE**

Councillor Hargreaves presented the report regarding the Economic Development update for 2024/25. He highlighted a number of issues, including the Council's allocation of funding from the UK Shared Prosperity Fund (£691,000) and the Rural England Prosperity Fund (£813,000) for economic development initiatives in the district. He said the report had been considered at Scrutiny and urged members to read the Members' Bulletin in order to keep informed of economic development schemes and events. He also highlighted the partnership work with the North Essex Economic Board (NEEB). He asked Cabinet to note the report and thanked the Economic Development team, which only consisted of two officers, for their excellent and hard work.

In response to a question regarding the £10,000 cost of the Council's membership to the UK Innovation Corridor group and whether it represented good value for money, Councillor Hargreaves said this allowed the Council to contribute to such meetings and not get "lost" in the important economic corridor between London and Cambridge.

In response to a question regarding whether third tier councils would be alerted to funding available, the Leader confirmed such information would be shared with the parish and town councils.

The Leader said she was always impressed with the Economic Development team and commended their work.

The report was noted.

## **CAB9 UKSPF AND REPF GRANT SCHEMES**

Councillor Hargreaves presented the report regarding the UK Shared Prosperity Fund (UKSPF) and Rural England Prosperity Fund (REPF) grant schemes. He said the scheme had previously been considered in March but DEFRA had changed the terms of the scheme and the zero carbon element would be removed from projects associated with the REPF. However, significant work on zero carbon projects would continue with UKSPF related schemes. Furthermore, monies would be allocated to signage and tourist information boards to promote local wildlife, ecology, wayfinding signs, routes to key attractions, cultural and heritage assets in the district, in partnership with town and parish councils. He proposed approval of the recommendations set-out in the report.

Councillor Evans seconded the proposal and highlighted the importance of supporting the district's rural communities and businesses, such as country pubs.

The Leader urged members to publicise the funding opportunities to their local parish and town councils before the March 2026 spending deadline.

RESOLVED to approve the following grant schemes as set out in the Policies attached:

- i. The Communities Development Grant Scheme – attached as Appendix B
- ii. The Zero Carbon Business Grant – attached as Appendix C
- iii. The redirection of funding to the Waymarkers Project as set out in paragraphs 14-17

## **CAB11 TAKELEY AND LITTLE CANFIELD PARKING CONSULTATION**

Councillor Hargreaves presented the report relating to the parking consultation in Takeley and Little Canfield. The report stated that an external consultant had assessed parking issues in the area and a number of options were put out for public consultation. However, the response rate was low, with only 16% of households responding and only 4% of households wanting any kind of parking restrictions. He said that the level of response was too low to justify the Council taking any further action on the matter.

In response to a question, Councillor Hargreaves confirmed that 50% of the population impacted by the parking schemes needed to respond to the consultation in order for measures to be put into effect.

The Leader said she wanted to make it clear that there had been insufficient engagement with the public consultation to take any action on the matter of parking in Takeley and Little Canfield.

Councillor Sutton said parking would be well incorporated into new housing developments in the area.

The report was noted.

## **CAB12 LOWER STREET - BOUNDARIES AND MANAGEMENT AGREEMENT**

Councillor Hargreaves presented the report regarding the Lower Street car park boundaries and management agreement. He said the current arrangements for the car park, which included land belonging to both UDC and Mr. Goldsmith, who owns Stansted Mountfitchet Castle, were confusing. He proposed approval of amendments to the land registry title plan to reflect the updated boundaries, for the Council to take over management of the castle's visitor parking spaces and enter into a profit-sharing agreement for those spaces. This arrangement would provide additional income for both the Council and the castle.

Councillor Reeve seconded the proposal.

Councillor Gooding spoke in support of the clearer arrangements and said residents needed to be advised of the changes.

Councillor Silcock said that Councillor Sell and the parish council were in support of the proposal.

RESOLVED to approve the amendments to the land registry title plan to reflect:

- i. That the northwest boundary of land discussed in paragraphs 15 to 17 is corrected to reflect Mr Goldsmith's possessory title claim
- ii. The title be rectified to show the correction in the boundary for the northeast boundary as discussed in paragraphs 20 to 21.

Cabinet to note that subject to the above approval the Council will take over management of the Castle's visitor parking spaces owned by Mr Goldsmith and enter into a profit share agreement for the spaces.

## **CAB13 PROCUREMENT UPDATE - 2024/25**

Councillor Hargreaves presented the report regarding Procurement activity for 2024/25 and said that the Council had spent around £29 million on purchasing goods and services from external suppliers in the past year. The Council's main procurement activity was conducted via a collaborative arrangement with Chelmsford City Council (CCC), and he said this had been working well. Furthermore, he said that new government procurement rules had come into effect in February 2023, including changes to how tenders were evaluated, with more emphasis on social value. The Council now had a comprehensive 'contracts register' published on its website, which would help local businesses be aware of upcoming contract opportunities.

The report was noted.

**CAB14 CORPORATE CORE INDICATORS QUARTER 4 2024/25**

The Leader presented the report on the Corporate Core Indicators for Quarter 4 2024/25, which compared the Council's performance to statistical 'near neighbours', such as Braintree District Council (BDC).

Members discussed the report and noted that the data provided a valuable management tool when working with their portfolio directors.

The Contract, Performance & Risk Manager explained that the performance team worked to provide comprehensive and informative reports, though they sometimes faced challenges in getting data from other departments on time.

The report was noted.

**CAB15 INVESTMENT BOARD - INDEPENDENT MEMBER APPOINTMENT**

Councillor Reeve spoke to the report regarding the appointment of a new Independent member on the Investment Board. He said a new Independent person was required to sit on the Board and the recommended candidate had the necessary qualities for the role. He proposed approval of the appointment.

Councillor Evans seconded the proposal.

RESOLVED to approve the appointment of Paul Abrey as an Independent Member of the Investment Board.

**CAB16 APPOINTMENTS TO CABINET JOINT COMMITTEES, WORKING GROUPS AND OUTSIDE BODIES**

The Leader proposed approval of the annual appointments determined by Cabinet for 2025/26 as set out in the agenda pack.

Councillor Sutton seconded the proposal.

RESOLVED to approve the appointments to Cabinet Working Groups, Joint Committees and Outside Bodies as set-out in the agenda.

**CAB17 OUTSIDE BODIES 2024/25 REVIEW**

The Leader said she was pleased to see the member comments regarding their Outside Body activity for the past year and that there was some excellent work going on. However, she said she expected to see more information relating to some appointments in next year's review.

The report was noted.

The meeting was closed at 8.40pm.