



# Uttlesford District Council

Chief Executive: Dawn French

## Cabinet

**Date:** Thursday, 26 May 2016  
**Time:** 19:00  
**Venue:** Council Chamber  
**Address:** Council Offices, London Road, Saffron Walden, CB11 4ER

**Members:** Councillors H Rolfe (Leader and Chairman), S Barker, S Howell, J Redfern and L Wells

**Other attendees:** Councillors A Dean (Liberal Democrat Group Leader and Chairman of Scrutiny Committee), J Lodge (Residents for Uttlesford Group Leader) and E Oliver (Chairman of Performance and Audit Committee)

### Public Speaking

At the start of the meeting there will be an opportunity of up to 15 minutes for members of the public to ask questions and make statements subject to having given notice by 12 noon two working days before the meeting.

## AGENDA PART 1

### Open to Public and Press

- 1 Apologies for absence and declarations of interest**  
To receive any apologies for absence and declarations of interest.
- 2 Minutes of previous meeting** 5 - 10  
To receive the minutes of the meeting on 7 April 2016
- 3 Matters Arising**  
To consider matters arising from the minutes

- 4 Questions or statements from non executive members of the council**  
To receive questions or statements from non-executive members on matters included on the agenda
- 5 Matters referred to the Executive (standing item)**  
To consider matters referred to the Executive in accordance with the provisions of the Overview and Scrutiny Procedure Rules or the Budget and Policy Framework Procedure Rules
- 6 Reports from Performance and Audit and Scrutiny Committees (standing item)**  
To consider any reports from Performance and Audit and Scrutiny Committee
- 7 Refugee Working Group**  
To receive a report from the Refugee Working Group (standing item)
- 8 Presentation of a petition**  
To receive a petition from Councillor Richard Freeman on behalf of Saffron Walden Town Council. The petition requests the reinstatement of the 4 hour maximum parking charge at the Common Car Park, Saffron Walden
- 9 Fairycroft House** 11 - 16  
To consider a grant from the Strategic Initiatives fund to assist the purchase of the property
- 10 Street Naming and numbering Policy** 17 - 32  
To consider the street naming and numbering policy
- 11 Procurement Strategy** 33 - 56  
To consider the Procurement Strategy 2016/17
- 12 Statement of Community Involvement** 57 - 92  
To approve the Statement of Community Involvement
- 13 Proposal for a revised airspace change process** 93 - 106  
To approve the Council's response to the consultation

- |           |                                                                                                                                      |           |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <b>14</b> | <b>Appointment of working groups 2016-17</b><br>To appoint the Cabinet working groups for 2016/17                                    | 107 - 112 |
| <b>15</b> | <b>Appointment of representatives on outside bodies 2016-17</b><br>To approve the list of member appointments on outside bodies      | 113 - 114 |
| <b>16</b> | <b>Aspire</b><br>To approve the establishment of Aspire Holdings (UDC) Ltd and three subsidiaries.                                   | 115 - 206 |
| <b>17</b> | <b>Asset Management Plan</b><br>To consider the Asset management Plan 2016/17                                                        | 207 - 304 |
| <b>18</b> | <b>North Essex Parking Partnership</b><br>To appoint a representative to the North Essex Parking Partnership                         |           |
| <b>19</b> | <b>West Essex Wellbeing Joint Committee</b><br>To appoint a representative to the West Essex Wellbeing Joint Committee               |           |
| <b>20</b> | <b>Any other items which the Chairman considers to be urgent</b><br>To consider any items which the Chairman considers to be urgent. |           |

## **MEETINGS AND THE PUBLIC**

Members of the public are welcome to attend any of the Council's Cabinet or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website [www.uttlesford.gov.uk](http://www.uttlesford.gov.uk). For background papers in relation to this meeting please contact [committee@uttlesford.gov.uk](mailto:committee@uttlesford.gov.uk) or phone 01799 510433/369.

Members of the public and representatives of parish and town councils are permitted to speak or ask questions at any of these meetings. You will need to register with the Democratic Services Officer by midday two working days before the meeting.

The agenda is split into two parts. Most of the business is dealt with in Part I which is open to the public. Part II includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. You will be asked to leave the meeting before Part II items are discussed.

Agenda and Minutes are available in alternative formats and/or languages. For more information please call 01799 510510.

### **Facilities for people with disabilities**

The Council Offices has facilities for wheelchair users, including lifts and toilets. The Council Chamber has an induction loop so that those who have hearing difficulties can hear the debate.

If you are deaf or have impaired hearing and would like a signer available at a meeting, please contact [committee@uttlesford.gov.uk](mailto:committee@uttlesford.gov.uk) or phone 01799 510430/433 as soon as possible prior to the meeting.

### **Fire/emergency evacuation procedure**

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest designated fire exit. You will be directed to the nearest exit by a designated officer. It is vital you follow their instructions.

#### **For information about this meeting please contact Democratic Services**

Telephone: 01799 510433, 510369 or 510548

Email: [Committee@uttlesford.gov.uk](mailto:Committee@uttlesford.gov.uk)

#### **General Enquiries**

Council Offices, London Road, Saffron Walden, CB11 4ER

Telephone: 01799 510510

Fax: 01799 510550

Email: [uconnect@uttlesford.gov.uk](mailto:uconnect@uttlesford.gov.uk)

Website: [www.uttlesford.gov.uk](http://www.uttlesford.gov.uk)