

## **EAST DEVON DISTRICT COUNCIL**

### **Minutes of the meeting of EdenServ (LATCo) Shareholder Committee held at Council Chamber, Blackdown House, Heathpark Industrial Estate, Honiton EX14 1EJ on 25 June 2026**

#### **Attendance list at end of document**

The meeting started at 5.30 pm and ended at 7.06 pm

#### **1 Minutes of the previous meeting**

The minutes of the meeting held on 4 February 2026 were confirmed as a true record.

#### **2 Apologies**

Apologies received from Councillor Paul Arnott.

#### **3 Declarations of interest**

There were none.

#### **4 Public speaking**

No members of the public had registered to speak.

#### **5 Matters of urgency**

There were no matters of urgency.

#### **6 Confidential/exempt item(s)**

There were 5 items of confidential/exempt business.

#### **7 Appointment of Chair**

The Democratic Services Manager invited nomination(s) for the Chair of the EdenServ LATCo Shareholder Committee.

Councillor John Loudoun was proposed by Councillor Todd Olive and seconded by Councillor Geoff Jung.

There were no other nominations and having been put to the vote Councillor John Loudoun was duly elected as the Chair of the EdenServ LATCo Shareholder Committee until the first meeting on the Shareholder Committee of the new civic year in 2027.

(Councillor John Loudoun left the room during the vote.)

**RESOLVED:** That Councillor John Loudoun is appointed as the Chair of the EdenServ LATCo Shareholder Committee until the first meeting of the new civic year in 2027.

#### **8 Appointment of Vice Chair**

The Chair invited nominations for the position of Vice Chair of the EdenServ LATCo Shareholder Committee.

Councillor Paul Arnott was proposed by Councillor Todd Olive and seconded by Councillor Geoff Jung. There were no other nominations and having been put to the vote Councillor Paul Arnott was duly appointed.

**RESOLVED:** That Councillor Paul Arnott is appointed as the Vice Chair of the EdenServ LATCo Shareholder Committee until the first meeting of the new civic year in 2027.

## 9 **Local Government Act 1972 - Exclusion of the Press and Public**

To consider passing a resolution having been duly proposed and seconded under Schedule 12A of the Local Government Act 1972 to exclude the press and public from the meeting, on the basis that if they were present during the business to be transacted there would be a likelihood of disclosure of exempt information, within the meaning of Schedule 12A to the Local Government Act 1972.

Having been duly proposed and seconded the LATCo Shareholder Committee

**RESOLVED:** That the press and public were excluded from the meeting, on the basis that if they were present during the business to be transacted there would be a likelihood of disclosure of exempt information, within the meaning of Schedule 12A of the Local Government Act 1972.

## 10 **Non-Executive Director recruitment/appointments**

The EdenServ LATCo Shareholder Committee (SHC) received a report seeking the appointment of a Chair and Non-Executive Directors to the EdenServe Company Board.

The SHC noted that a comprehensive and competitive recruitment process had been undertaken to establish the Company's first independent Board.

The SHC supported the appointments recognising that they represented a critical step in establishing robust governance arrangements ahead of full operational delivery.

The SHC recorded their thanks to the Director for Housing & Health and the Deputy Section 151 Officer for stepping into the Board Director roles whilst the recruitment for external Non-Executive Directors to the company was conducted and how appreciative the members were for their support, engagement and balanced approach whilst in post.

**RESOLVED:** That the EdenServ LATCo Shareholder Committee:

1. Notes the recruitment process undertaken, including the scale of market engagement, volume of applications and strength of the candidate field;
2. Approves the appointment of the recommended Chair and three Non-Executive Directors to the EdenServ Board, as set out in Appendix B (Confidential) and endorsed through the recruitment process;
3. Delegates authority to the Monitoring Officer in consultation with the Chief Executive, Chair of the Shareholder Committee and EdenServ Managing Director to amend the

Articles of Association and Shareholder Agreement to enable the appointment of the fourth Non-Executive Director including any associated amendments and subject to those amendments, to appoint a fourth Non-Executive Director as outlined in Appendix B (Confidential).

4. Authorises the Company to formally issue appointments to the preferred candidates and to register the appointments at Company's House.

**REASON FOR RECOMMENDATION:**

To ensure that EdenServ has a fully constituted, independent and appropriately skilled Board in place consistent with the governance framework approved by Cabinet and the SHC; good practice for Local Authority Trading Company governance; and the need for effective oversight, challenge and decision-making as the Company moved into operational delivery.

11 **Project delivery and mobilisation progress update**

The EdenServ LATCo Shareholder Committee (SHC) received a verbal update on project delivery and mobilisation progress.

The SHC noted:

- Overall programme status;
- Working towards safe lawful mobilisation;
- Workstream overview and RAG rating;
- Go-live date was September 2026;
- Budget implications.

**RESOLVED:** To note the update.

12 **Receive minutes of company board meeting held on 9 February 2026**

The EdenServ LATCo Shareholder Committee (SHC) received the minutes of the meeting of the board of directors of East Devon Environmental Services Limited held on 9 February 2026.

The SHC noted the minutes.

**RESOLVED:** That the minutes of East Devon Environmental Services Limited held on 9 February 2026 are noted.

13 **Fleet maintenance contract award**

The EdenServ LATCo Shareholder Committee (SHC) received a report seeking approval to award a contract for the provision of fleet maintenance services including a request for delegated authority to procure and award contracts for the supply of vehicle fuel and personal protective equipment.

The SHC supported the recommendations set out in the exempt report.

**RESOLVED:**

That the EdenServ LATCo Shareholder Committee:

1. Gives consent to EdenServ’s recommendation to appoint the company named in the exempt report to provide fleet maintenance services to the Company.
2. Agrees to delegate authority to the Managing Director, in consultation with the Chair of the Shareholder Committee, to procure and award contracts and to enter into agreements for the supply of vehicle fuel and personal protective equipment.

**REASON FOR RECOMMENDATION:**

To ensure EdenServ has access to a safe, reliable and legally compliant fleet, supported by appropriate arrangements for maintenance, fuel supply and personal protective equipment necessary for the delivery of its services.

14 **Equal Pay update**

The EdenServ LATCo Shareholder Committee (SHC) received a report (exempt) on equal pay.

The SHC noted the update.

**RESOLVED:** That the report on equal pay is noted.

**Attendance List**

**Councillors present:**

S Hawkins  
G Jung  
J Loudoun  
T Olive

**Councillors also present (for some or all the meeting)**

I Barlow  
R Collins

**Officers in attendance:**

Andrew Hancock, Assistant Director StreetScene  
Tracy Hendren, Chief Executive  
David Robertson, Project Manager Recycling and Waste  
Kathryn Tebbey, Contracts & Procurement Lawyer  
James Carpenter, Managing Director EdenServ Ltd  
Simon Davey, Section 151 Officer – virtual  
Melanie Wellman, Monitoring Officer – virtual  
Andrew Melhuish, Democratic Services Manager

**Councillor apologies:**

P Arnott

Chair .....

Date: .....