

COTSWOLD DISTRICT COUNCIL

CABINET

17TH NOVEMBER 2016

Present:

Councillor Lynden Stowe - Chairman
Councillor NJW Parsons - Vice-Chairman

Councillors -

Sue Coakley Mrs. SL Jepson
Alison Coggins MGE MacKenzie-Charrington
C Hancock

Observers:

SI Andrews AR Brassington (invited to speak on
Minute CAB.43)

CAB.40 DECLARATIONS OF INTEREST

There were no declarations of interest under the Code of Conduct for Members or Section 106 of the Local Government Finance Act 1992.

There were no declarations of interest under the Code of Conduct for Officers.

CAB.41 MINUTES

RESOLVED that the Minutes of the Meeting of the Cabinet held on 20th October 2016 be approved as a correct record.

Record of Voting - for 7, against 0, abstentions 0, absent 0.

CAB.42 PUBLIC QUESTIONS

No public questions had been submitted.

CAB.43 MEMBER QUESTIONS

In accordance with Council Procedure Rule 11, a question had been submitted, and a response provided, as follows:-

From Councillor AR Brassington to Councillor C Hancock, Cabinet Member for Enterprise and Partnerships

'Cotswold DC has just 2 Electric Vehicle Charging Points (EVCPs) in its car parks and, since their installation, there has been a massive increase in their use. I am aware that CDC is considering increasing the number but we should be bold and aim to install as many as

possible in the right locations. Will CDC commit itself to the target of installing at least one EVCP in all its main car parks by the end of 2017, including at least one at the Trinity Road offices for staff to use. By main car parks I would suggest any with at least 40 car parking spaces.'

Response from Councillor Hancock

'These Rapid Electric Vehicle Charging Points (EVCPs) cost around £80,000 each and we were fortunate to get Government funding for the two we previously installed. We are keen to install more where there is a sound basis for doing so, but not all sites are suitable due to the electrical and technical requirements, and we need to ensure that provision matches demand. If we provide a large number of spaces which are set aside for electric vehicles only, this will reduce the number of car parking spaces available to other motorists which could have a very negative impact, particularly in Cirencester. The Parking Demand Project Board has already identified that installation of EVCPs in any new parking developments would be advantageous and we will take every opportunity to secure further Government funding for EVCPs should it become available.'

Councillor Brassington thanked Councillor Hancock for his response and commented that electric cars were less environmentally damaging, rather than 'environmentally friendly'. Councillor Brassington noted that the Council paid mileage allowances to Members, and to Officers who used their vehicles while on official business. By way of a supplementary question, Councillor Brassington asked if the Council would consider paying enhanced mileage rates to encourage the use of electric vehicles at a cost-neutral basis.

In response, the Leader of the Council reminded Councillor Brassington that Members' allowances were a policy issue for the Council and, as such, did not come under the remit of the Cabinet. Councillor Hancock concurred with the Leader's comments, and explained that the word 'each' in the second line of his response to the original question should be deleted.

The Head of Paid Service reminded the Cabinet that terms and conditions were due to be reviewed as part of the 2020 Partnership Project. The Head of Paid Service confirmed that the issue of enhanced mileage rates for Officers using electric vehicles while on official business would be considered as part of that review.

CAB.44 LEADER'S ANNOUNCEMENTS

The Leader announced that Item (14) (Cotswold District Local Plan Submission Draft Reg.19 - Setting the District Housing Requirement) had been withdrawn from the Agenda in view of further information and advice received by the Council. The item might be submitted to a future Meeting of the Cabinet.

There were no other announcements from the Leader.

CAB.45 DRAFT MEDIUM TERM FINANCIAL STRATEGY 2017/18 TO 2020/21

The Leader of the Council introduced this item.

It was reported that the draft Medium Term Financial Strategy 2017/18 to 2020/21 (MTFS) would be subject to consultation in advance of the budget proposals for the financial year 2017/18, including with the Overview and Scrutiny Committee, and with the public. The Leader drew attention to the key items detailed in the circulated report, and amplified aspects in relation to capital and revenue reserves; unavoidable budget pressures; Local Council Tax Support Grant; retained Business Rates; and the 2020 Partnership Project.

The Leader reminded the Cabinet that the proposal was to reduce the Local Council Tax Support Grant by 33% over the next three financial years, with such support ceasing with effect from the 2019/20 financial year. The Leader referred to the costs of administering the scheme and explained that the minimum grant payment would be £100. The Leader outlined the options available to Town/Parish Councils to bridge the funding gap, and explained that Cirencester Town Council would be subject to a capping regime. The Leader explained that the level of business rates was set by the Inland Revenue, and that the Council's role was to administer the system on behalf of the Inland Revenue. The Leader referred to the proposed increases in business rates in the District and suggested that businesses should claim the maximum levels of relief available. In conclusion, the Leader reiterated that there would be an opportunity for any 'interested parties' to feed into the Council's budgetary process, and stated that the Council encouraged and welcomed such comments.

The Cabinet supported the Leader's comments, and it was

RESOLVED that:

(a) the updated Medium Term Financial Strategy 2017/18 to 2020/21 be noted and the proposed budget consultation process be approved;

(b) the allocation of Local Council Tax Support Grant to Town/Parish Councils/Meetings, detailed at Appendix 'B' to the circulated report, be approved.

Record of Voting - for 7, against 0, abstentions 0, absent 0.

CAB.46

COUNCIL TAX SUPPORT SCHEME 2017/18

The Leader of the Council introduced this item.

The Cabinet considered a report detailing amendments suggested in respect of the Council Tax Support Scheme for the financial year 2017/18. The Leader drew attention to the proposed changes, which had been subject to public consultation, and amplified aspects of the responses received.

It was considered that the proposed amendments would bring the scheme into line with Housing Benefits and Universal Credits, making it easier for claimants to understand.

RECOMMENDED that the amendments proposed in respect of the Council Tax Support Scheme, as detailed at Appendix 'A' to the

circulated report, be approved and incorporated into a new Scheme, with effect from 1st April 2017.

Record of Voting - for 7, against 0, abstentions 0, absent 0.

CAB.47 CORINIUM MUSEUM - 'FROM STONE AGE TO CORINIUM' PROJECT

The Cabinet Member for Health and Leisure introduced this item.

The Cabinet considered a report detailing proposals to submit a 'Round Two' Heritage Lottery Grant application for building improvement works at the Corinium Museum, Cirencester. The Cabinet Member explained that the aim of the project was to refurbish some galleries at the Museum which had not been included in a previous refurbishment scheme. The Cabinet Member then amplified various aspects of the proposed project, drawing attention to the total project cost, the amount of grant being sought from the Heritage Lottery Fund and an 'in principle' sum from the Council Priorities Fund, which had previously been approved by the Cabinet.

It was noted that Corinium had been the second largest Roman settlement in England, and it was considered that the Museum was an asset which the Council should be proud of and should support.

RESOLVED that:

(a) the submission of a 'Round Two' Heritage Lottery grant application for funding towards the cost of building improvement works at the Corinium Museum, Cirencester, be approved;

(b) a sum of £50,000 be included in the Capital Programme 2017/18 as the Council's contribution towards the building project.

Record of Voting - for 7, against 0, abstentions 0, absent 0.

CAB.48 SECTION 106 COMMUTED SUMS FUND

The Cabinet Member for Housing and Communities introduced this item.

The Cabinet considered a report detailing the current situation in relation to Section 106 Agreement commuted sums, and proposals for the utilisation of unallocated funds. The Cabinet Member amplified aspects relating to the proposals to utilise unallocated funds from housing schemes at Hoopers Court (formerly Newcombe Yard), Cirencester; Sheep Street, Chipping Campden; Somerford Court, Cirencester; and Moorgate, Lechlade-on-Thames.

A Member commented that affordable housing was important to the District, with commuted sums being as important as the built developments. The Leader commented that, while there was an expectation that the commuted sum would be spent on a project in Chipping Campden, it was acknowledged that the development of appropriate schemes did not always fit with the timescale for spending the sums and that, further, it was not always easy to find suitable sites. The Leader considered that the same sum should be spent on a development in Chipping Campden eventually in order to maintain the Council's integrity and to ensure agreement on future commuted sums.

RESOLVED that:

- (a) the current position in respect of Section 106 Agreement commuted sums, detailed at Appendix 'A' to the circulated report, be noted;**
- (b) the allocation of a capital grant of up to £469,005 (plus any accumulated interest) to develop twelve affordable homes in North Cerney (as detailed at paragraph 3.2 of the circulated report) be approved, and the capital grant award be included in the Council's Capital Programme and funded from the Section 106 Agreement commuted sum;**
- (c) the allocation of a capital grant of up to £200,000 (plus any accumulated interest) to the Bromford Housing Association for the development of the garage site in Chipping Campden (as detailed in paragraph 3.3 of the circulated report) be approved, and the capital grant award be included in the Council's Capital Programme and funded from the Section 106 Agreement commuted sum;**
- (d) the appropriate Strategic Director, in consultation with the Cabinet Member for Housing and Communities and the Chief Finance Officer, be authorised to approve the final capital grant values in respect of both the development schemes detailed at resolutions (b) and (c) above.**

Record of Voting - for 7, against 0, abstentions 0, absent 0.

CAB.49

COUNTY-WIDE ROUGH SLEEPERS OUTREACH SERVICE

The Cabinet Member for Housing and Communities introduced this item.

The Cabinet considered a report detailing proposals for the Council to enter into participation agreements for joint working to enable delivery of a County-wide rough sleeping outreach project and Severe Weather Emergency Protocol, as well as contributing towards the employment costs associated with a County Homelessness Co-ordinator post. The Cabinet Member explained that, although the existing rough sleeping outreach contract had expired in September 2016, the current provider would continue the service until 31st December 2016. This Council had been selected by the Department for Communities and Local Government to act as 'lead authority' for the original partnership, and the Cabinet Member suggested that this Council should continue in that role. In response to questions from the Leader, Officers apprised the Cabinet of the current number of rough sleepers in the District and across the County.

The Cabinet welcomed the financial contribution from the Police and Crime Commissioner towards the cost of providing the service, and it was considered that this Council should continue in the 'lead authority' role. Accordingly, it was

RESOLVED that:

- (a) the Head of Legal and Property Services be authorised to sign the participation agreements relating to the provision of a County-wide Rough Sleeper Outreach service;
- (b) the appropriate Strategic Director be authorised to approve the award of a contract for a County-wide Rough Sleeper service;
- (c) the Council continues to be the 'Accountable Body', holding the budget and paying invoices for the three County-wide Rough Sleeper project components identified in the circulated report, on behalf of the Funding Group.

Record of Voting - for 7, against 0, abstentions 0, absent 0.

CAB.50

APPOINTMENT OF EXTERNAL AUDITORS

The Leader of the Council introduced this item.

The Cabinet was requested to make a recommendation to the Council in respect of the process for the appointment of external auditors. It was considered that opting into the 'appointing person' regime would result in savings for the Council and the appointment of 'appropriate' external auditors.

RECOMMENDED that the Council opts into the 'appointing person' arrangements made by Public Sector Audit Appointments for the appointment of external auditors.

Record of Voting - for 7, against 0, abstentions 0, absent 0

CAB.51

MAKING THE LECHLADE-ON-THAMES NEIGHBOURHOOD DEVELOPMENT PLAN AND A REVIEW OF NEIGHBOURHOOD PLAN AND COMMUNITY RIGHT TO BUILD PROCESS

The Deputy Leader of the Council and Cabinet Member for Forward Planning introduced this item.

The Cabinet was requested to 'make' the Lechlade-on-Thames Neighbourhood Development Plan, in light of the results of a recent referendum held in the Parish, and to review the Neighbourhood Plan and Community Right to Build processes. The Deputy Leader amplified aspects relating to the recent referendum and the processes, and it was noted that some of the people who had been involved in the drafting of the Lechlade-on-Thames Neighbourhood Development Plan had been appointed as 'champions', and would be available to offer advice on the drafting of such Plans to other communities. It was further noted that the Council was required to make Neighbourhood Development Plans within the statutory timescale, and it was considered that this could be done within the current cycle of Cabinet Meetings, with issues that fell outside that cycle being delegated to the Deputy Leader.

RESOLVED that:

- (a) the Lechlade-on-Thames Neighbourhood Development Plan be made;

(b) the new statutory timeframes for the Neighbourhood Plan processes be noted;

(c) the various delegations to the Deputy Leader of the Council and Cabinet Member for Forward Planning, as detailed in the circulated report, to meet the Neighbourhood Plan and Community Right to Build requirements, be approved.

Record of Voting - for 7, against 0, abstentions 0, absent 0.

CAB.52 COTSWOLD DISTRICT LOCAL PLAN SUBMISSION DRAFT REG.19 - SETTING THE DISTRICT HOUSING REQUIREMENT

This item had been withdrawn from the Agenda in light of further information and advice received by the Council, and might be submitted to a future Meeting of the Cabinet.

CAB.53 SUMMARY FINANCE/SERVICE PERFORMANCE REPORT - 2016/17 QUARTER 2

The Leader of the Council introduced this item.

The Cabinet was requested to consider and comment on the overall finance/service performance for the second quarter of the 2016/17 financial year. The Leader amplified aspects of the circulated report, including in respect of variances on green waste; Development Control applications; and the Building Control and Print and Design Services. The Leader drew attention to performance towards achieving the Council's top tasks, and he expressed concerns over issues relating to performance in the Building Control Service, long-term sickness and the percentage of telephone calls answered within a period of twenty seconds. In conclusion, the Leader commented that car parking income was still on target despite the 'Free After 3' initiative which was currently being operated.

The Cabinet Member for Environment explained that the Building Control Service had recently joined Environmental Regulatory Services, and reported that the Service's share of the market was improving slowly. The Cabinet Member also reported that performance in relation to water sampling was on target.

It was noted that the report would be considered by the Overview and Scrutiny Committee at its Meeting which was scheduled to be held on Tuesday 6th December 2016.

RESOLVED that service and financial performance for Quarter 2 of the financial year 2016/17 be noted.

Record of Voting - for 7, against 0, abstentions 0, absent 0.

CAB.54 SCHEDULE OF DECISIONS TAKEN BY THE LEADER OF THE COUNCIL AND/OR INDIVIDUAL CABINET MEMBERS

The Cabinet noted a Schedule detailing decisions taken by the Leader of the Council.

CAB.55 ISSUE(S) ARISING FROM OVERVIEW AND SCRUTINY AND/OR AUDIT

There were no issues arising from Overview and Scrutiny and/or Audit.

CAB.56 OTHER BUSINESS

There was no other business that was urgent.

The Meeting commenced at 4.00 p.m. and closed at 4.45 p.m.

Chairman

(END)