

COTSWOLD DISTRICT COUNCIL

CABINET

15TH FEBRUARY 2018

Present:

Councillor NJW Parsons - Vice-Chairman (in the Chair)

Councillors -

Sue Coakley
C Hancock

SG Hirst
MGE MacKenzie-Charrington

Observers:

SI Andrews

JA Harris (until 4.30 p.m.; invited to
speak on Minute CAB.77)

Apologies:

Mark F Annett

CAB.72 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.73 MINUTES

RESOLVED that the Minutes of the Meeting of the Cabinet held on 18th January 2018 be approved as a correct record.

Record of Voting - for 4, against 0, abstentions 1, absent 1.

CAB.74 PUBLIC QUESTIONS

No public questions had been submitted.

CAB.75 MEMBER QUESTIONS

No questions had been submitted by Members.

CAB.76 LEADER'S ANNOUNCEMENTS

The Deputy Leader and Cabinet Member for Forward Planning informed Members that Councillor Annett had been taken ill, and would not be attending the Meeting. Councillor Parsons extended his best wishes on behalf of the Cabinet to Councillor Annett for a swift recovery.

CAB.77 DRAFT MEDIUM TERM FINANCIAL STRATEGY 2018/19 TO 2021/22,
CAPITAL AND REVENUE BUDGET 2018/19

In the absence of the Leader, the Deputy Leader introduced this item.

The Cabinet was requested to consider the draft Medium Term Financial Strategy (MTFS) 2018/19 to 2021/22 and the Capital and Revenue Budget 2018/19, and to make recommendations thereon to the Council.

The Deputy Leader and the Chief Finance Officer amplified various aspects of the circulated report, including the Cabinet's previous consideration of the draft MTFS; the provisional Local Government Finance Settlement; and the responses received from the public consultations undertaken.

The Deputy Leader explained that the revised papers would be presented to Council at its Meeting on 20th February 2018 and following the level of responses received in relation to the consultation exercise, expressed the desire to encourage more public participation in future years' consultations.

Councillor JA Harris was invited to speak in relation to this item. Councillor Harris explained that the Liberal Democrat Group of the Council wished to submit two budget proposals which, in the opinion of his Group Members, would make a big difference to residents within the District, as follows:-

- By way of support for the National Changing Places initiative, to install two bespoke changing facilities, one located in a markets town in the north of the District, and the other in the south (probably in Cirencester). Councillor Harris considered the proposal to be relatively inexpensive, but one which would make a real difference to people's lives.
- For the Council to allocate a £100,000 one-off sum to undertake a scoping exercise to investigate the opportunities of increasing social housing within the District. Councillor Harris explained that, in his view, the only affordable properties within the District were those that were social rented and the one-off sum would provide significant research into what future provisions would be required to increase the number of affordable homes within the District.

In response to the first proposal, the Cabinet Member for Housing, Health and Leisure explained that he was currently reviewing existing changing places and work that could be undertaken to make those facilities/locations more disabled friendly. He added that the required change of specification would prove difficult to accommodate in existing facilities, owing to the increased amount of space required for disabled facilities, and the cost of refurbishment of existing facilities was disproportionately high. In his opinion, the issue was best addressed by incorporating enhanced specifications within new-build facilities. The Cabinet Member for Environment explained that she fully supported the suggested approach, and acknowledged there to be a greater need for improved disabled facilities within the District..

In response to the second proposal, the Cabinet Member for Housing, Health and Leisure commented that investigations were currently being undertaken in regards to increasing social housing within the District and explained that the

maximum amount from any developer was always sought to assist with the funding of social housing. He added that he did not consider there to be a need for an extra £100,000 of funding and believed that the recently-awarded government funding could be used for this purpose. The Cabinet Member for Environment added that the Council had received an £800,000 grant, of which £100,000 was for 2018/19, and informed the Cabinet that the Council's team was very proactive at 'horizon scanning'. The Cabinet Member for Environment explained that whilst the Council had been working in conjunction with Forest of Dean District Council, who had recently established a local housing company, a different situation existed in the Cotswolds and made reference to the Policy within the Local Plan regarding the 40% affordable housing target. The Cabinet Member for Environment thanked Councillor Harris for his suggestion, but wished to draw attention to the Council's policy to allocate homes on a most urgent need basis, not lowest income, and explained that the Policy was well managed by the Cabinet Member. The Cabinet Member for Housing, Health and Leisure reiterated that there was an even provision of social housing across the District and that, as the relevant Cabinet Member; he was working with the one market town which did not currently offer any social housing, to help establish suitable properties moving forward.

The Deputy Leader explained that, in view of the identified budget surplus, the Council would be able to take additional positive measures in support of its priorities and objectives, and to meet service demands. In this connection, each Cabinet Member was invited to identify needs within their respective portfolio areas, and the various initiatives put forward were supported collectively across the Cabinet membership. The Deputy Leader also proposed that the Cabinet recommend a council tax freeze to Council, which was also unanimously supported.

The Chief Finance Officer confirmed that a revised set of papers, reflecting the Cabinet's recommendations would be produced and circulated for the Council Meeting on 20th February 2018.

RESOLVED that the one-off funding request of £20,000 to provide additional resources to deliver key tasks in the Car Parking Service during 2018/19 be approved, such funding to be provided from the Council Priorities Fund and included within the Medium Term Financial Strategy and Budget Papers to be recommended to the Council.

RECOMMENDED that, subject to the following:

- **the amendment of the documents, as appropriate, to reflect the Final Local Government Finance Settlement (including impacts relating to the Rural Services Delivery Grant and Business Rates Smoothing reserve);**
- **a one-off sum of £60,000 be provided for work on the Cirencester Town Centre Master Plan;**
- **a one-off sum of £75,000 be provided for implementing the Community Infrastructure Levy;**

- a one-off sum of £60,000 be provided for additional resources within Development Control to assist with the management of workloads;
 - a one-off sum of £34,000 be provided to enable a grants scheme for youth projects to be established (with each member to be allocated a sum of £1,000);
 - a sum of £260,000 be set aside from the revenue budget surplus to contribute towards the funding of the decked car park at The Waterloo, Cirencester;
 - the District Council element of Council Tax for 2018/19 be frozen at its 2017/18 level;
- (a) the Medium Term Financial Strategy for 2018/19 to 2021/22 be approved;
- (b) the Capital Programme for 2018/19 to 2020/21 be approved;
- (c) the Net Budget Requirement for 2018/19 be approved;
- (d) the Pay Policy Statement for 2018/19 be approved;
- (e) the Treasury Management Strategy Statement 2018/19 be approved;
- (f) the Capital Strategy 2018/19 be approved.

Record of Voting - for 5, against 0, abstentions 0, absent 1.

Note:

On behalf of the Cabinet, the Cabinet Member for Environment thanked the Chief Finance Officer and her team for their work in respect of the draft budget and commended the paper presented to the Cabinet.

CAB.78

EXPANSION OF ELECTRIC VEHICLE CHARGING POINT NETWORK

The Cabinet Member for Enterprise and Partnerships introduced this item, and asked the Cabinet to consider seeking a capital allocation within the Medium Term Financial Strategy (MTFS) to enable the installation of further Electric Vehicle Charging Points (EVCPs) for use by the public, employees at work locations and Ubico fleet vehicles.

The Cabinet Member for Environment expressed her support for the scheme especially as this would enable the use of electric fleet vehicles for street cleansing, supervisors, etc. to be trialled.

It was noted that the locations for public installations had not yet been confirmed as this would require site surveys to establish the location of utilities. However, the Council would seek to improve the geographical spread of facilities.

It was also explained that the capital cost of rapid charge EVCPs was not yet known, given the constantly developing market it is highly likely that this cost will have now reduced. In addition, different funding options would be sought from suppliers, as some would subsidise the installation but then dictate location, take the income or impose other conditions. The procurement would enable Members to review these options, and the costs and benefits associated with them, before making a final decision. Given the degree of financial uncertainty as to costs, it was suggested that the recommendation to Council should be for an initial allocation of up to £300,000.

RECOMMENDED that an initial allocation of up to £300,000 be made within the Medium Term Financial Strategy for the installation of Electric Vehicle Charging Points for use by the public, employees at work locations and Ubico fleet vehicles; with a detailed report on proposed locations and costs to be submitted to the Cabinet following a procurement exercise.

Record of Voting - for 5, against 0, abstentions 0, absent 1.

CAB.79

CAPITAL EXPENDITURE - TETBURY CAR PARKS

The Cabinet Member for Enterprise and Partnerships introduced this item.

The Cabinet was requested to agree that funding for improvement works to the Church Street and West Street Car Parks in Tetbury, which had already been undertaken, be provided from the capital allocation reserved for car park improvement works within the Medium Term Financial Strategy.

RESOLVED that the costs of the improvement works in Tetbury to Church Street Car Park (in a sum of £17,460) and West Street Car Park (in a sum of £41,002) be met from the existing provision for Car Park improvements included in the Council's capital programme.

Record of Voting - for 5, against 0, abstentions 0, absent 1.

CAB.80

CAPITAL EXPENDITURE FOR UPGRADES TO CAR PARK PAY AND DISPLAY MACHINES

The Cabinet Member for Enterprise and Partnerships introduced this item.

The Cabinet was informed of the implications of a change in legislation relating to unattended chip and pin machines; and was requested to consider the most appropriate way forward to secure the necessary upgrading pay and display machines across the District, and the funding method.

RESOLVED that:

(a) the current pay and display machines in the Council's car parks be upgraded to enable them to continue to accept card payments in line with the new legislative requirements;

(b) the current card payment mechanisms be updated to enable chip with no pin, plus 'wave and pay' options (option A(i) in the circulated report);

(c) the requirements of the Council's Procurement Rules be waived to enable the contract for such work to be awarded to Metric as no other supplier can upgrade the existing (Metric) machines.

CAB.81 **Record of Voting - for 5, against 0, abstentions 0, absent 1.**
PARKING ORDER - BOURTON-ON-THE-WATER COACH PARK

The Cabinet Member for Enterprise and Partnerships introduced this item, and asked the Cabinet to consider the responses received to the consultation undertaken in respect of the Parking Order, and to determine a way forward.

RESOLVED that the Parking Order at the Coach Park, Station Road, Bourton-on-the-Water be made as advertised.

Record of Voting - for 5, against 0, abstentions 0, absent 1.

CAB.82 **MAIN MODIFICATIONS AND POLICY MAP CHANGES TO THE SUBMITTED COTSWOLD DISTRICT LOCAL PLAN**

In introducing this item, the Deputy Leader and Cabinet Member for Forward Planning requested Cabinet to agree to formal consultation on the Main Modifications and Policies Map changes to the Local Plan (which were deemed necessary by the Local Plan examination inspector to ensure the document was 'sound').

It was noted that a copy of the updated Local Plan, incorporating the modifications, would be made available to Members in the Members' Room.

RESOLVED that:

(a) the Main Modifications and Policies Maps changes to the submitted Cotswold District Local Plan (set out at Appendix 1) be approved for the purpose of a six-week period of formal consultation in accordance with the Council's Statement of Community Involvement in a similar manner to that in which it would be carried out under Regulation 19;

(b) the Deputy Leader of the Council and Cabinet Member for Forward Planning be authorised to approve Additional Modifications to rectify factual, grammatical and/or typographical errors, together with any updates which do not alter the meaning/intent of the Plan, as necessary, prior to the adoption of the Local Plan in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012.

Note:

The Cabinet wished to extend its thanks to the Forward Planning team for their work on the Local Plan and through the inquiry/Examination in Public stage.

CAB.83 **GENERAL DATA PROTECTION REGULATION POLICY**

The Cabinet Member for Enterprise and Partnerships introduced this item and explained the need for an updated Policy to reflect changing legislative requirements that would come into force in May 2018.

The Cabinet Member further explained that a common approach and Policy was being sought across all partner Councils, and that Cotswold District Council was the first Council to consider the updated policy. With this in mind, an additional recommendation was being suggested, to give delegated authority to the Head of Paid Service, in consultation with the relevant Cabinet Member, to make any required or minor changes to the Policy.

The Cabinet Member for Environment stressed the importance of the Policy to all Members of the Council and informed the Cabinet of the need to reinforce to Members the requirement for any sensitive or personal data held by Members to be used solely for its intended purpose.

The need for town and parish councils to be aware of any relevant obligations and commented that GAPTC was currently not in a position to provide was also identified.

The Head of Democratic Services advised that Member training would be provided after the May 2018 Council Meeting.

RESOLVED that:

(a) the proposed new General Data Protection Regulation Policy be approved;

(b) the Head of Paid Service, in consultation with the relevant Cabinet Member, be authorised to make future amendments to the Policy that are not of a significant nature, including any that are required due to legislative changes.

Record of Voting - for 5, against 0, abstentions 0, absent 1.

CAB.84 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 and the Deputy Leader and Cabinet Member for Forward Planning.

The Cabinet Member for Environment wished to commend the Ward Member for Fossebridge for his work in relation to Royal British Legion blue plaques being installed in villages within the Ward commemorating lost soldiers of the Great War. The Cabinet Member for Environment suggested that this activity be publicised more widely and be commended to other Members who were seeking suggestions as to how they might spend their Ward allocations.

CAB.85 ISSUE(S) ARISING FROM OVERVIEW AND SCRUTINY AND/ OR AUDIT (IF ANY)

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

CAB.86 OTHER BUSINESS

There was no other business that was urgent.

The Meeting commenced at 4.00 p.m. and closed at 5.10 p.m.

Chairman

(END)