

COTSWOLD DISTRICT COUNCIL

CABINET

14<sup>th</sup> FEBRUARY 2019

Present:

Councillor AW Berry - Chairman  
Councillor NJW Parsons - Vice-Chairman

Councillors -

Sue Coakley SG Hirst  
C Hancock

Observers:

SI Andrews RA Morgan  
AR Brassington N Robbins  
R Dutton L Wilkins  
D Fowles

Apologies

Councillor MGE MacKenzie-Charrington.

CAB.86 DECLARATIONS OF INTEREST

Councillor C Hancock declared a Disclosable Pecuniary Interest in respect of Agenda Item (11) - Temporary Loan to Friends of the Cotswolds - as he was a Trustee of the organisation. He stated that he would leave the room while the item was being discussed.

Councillor AW Berry declared an interest in respect of Agenda Item (14) - Corinium Museum - Collections Research Policy - as he was a member of the Friends of Corinium Museum.

There were no other declarations 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.87 MINUTES

**RESOLVED that subject to the deletion of the words ‘the Council’s’ from the fourth line of the third paragraph of the preamble to Minute CAB.80 and their replacement with the word ‘their’, the Minutes of the Meeting of the Cabinet held on 17<sup>th</sup> January 2019 be approved as a correct record.**

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

CAB.88 PUBLIC QUESTIONS

No public questions had been submitted.

CAB.89 MEMBER QUESTIONS

No questions had been submitted by Members.

CAB.90 LEADER'S ANNOUNCEMENTS

There were no announcements.

CAB.91 TEMPORARY DECKED PARKING IN CIRENCESTER

The Cabinet was requested to consider proposals for temporary decked car parking in Cirencester, to meet both current need and temporary decant provision during the construction phase of the Waterloo car park.

Members supported the need for further provision, and noted that the search for other sites to provide temporary parking spaces had not provided the number required; and, as a result, temporary decked provision was now considered to be the best option.

In response to questions, Officers explained that (i) the temporary structure would be leased; (ii) a planning application would be submitted later this year; (iii) once ordered, the structure would take up to six months to be procured/delivered but only a few days to be constructed. Members emphasised the urgency to secure additional parking, and Officers reiterated that every effort would be made to expedite the process.

**RESOLVED that:**

**(a) Perfect Circle be appointed via public sector procurement specialists SCAPE to project manage and deliver the project;**

**(b) a planning application be prepared and submitted for a temporary decked car park on one of the Council's town centre car parks;**

**(c) one-off revenue funding of £95,000 be allocated from the Council Priorities Fund;**

**(d) revenue costs of up to £155,000 per annum be funded from surplus New Homes Bonus allocated to the Council Priorities Fund for the next three years;**

**(e) the impact on the MTFs and specifically the £15M allocation for decked parking, if this scheme is subsequently approved, be noted.**

**RECOMMENDED that capital project costs of up to £220,000 be approved, to be funded out of the previous allocation of £15 million for the Waterloo car park development.**

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

**CAB.92**      LAND AT STATION ROAD, KEMBLE

The Cabinet was asked to consider housing options for residential development on part of the Council-owned land at Station Road, Kemble, to enable Officers to progress detailed work.

In discussing the available options that had been identified, Members reiterated that affordable housing provision remained a priority, with one and two bedroomed dwellings needed locally. This was also reflected in the agreed Statement of Common Ground that had been presented to the Local Plan Examination in respect of the green space and housing allocations for the site.

The Cabinet was of the opinion that the community-led housing option appeared to represent the best way forward, bringing with it significant benefits including the delivery of truly affordable housing in perpetuity, as well as promoting community cohesion and resilience.

**RESOLVED that:**

- (a) the community-led housing option be supported and an appropriate business case be developed;**
- (b) funding of up to £20,000 be agreed, from the Council Priorities Fund, to finance the specialist advice necessary to support the content of the business case.**

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

**CAB.93**      COMMUNITY INFRASTRUCTURE LEVY

The Cabinet was asked to consider procuring new software and creating two new posts to support the effective monitoring and administration of the Community Infrastructure Levy (CIL) and Section 106 agreements.

The circulated report set out the options; the findings of a recent review that had assessed the practicalities and feasibility of setting up and operating CIL; timeframes for, and arrangements relating to, the implementation of the Levy; and financial and other implications/risks.

Members acknowledged the very real and clear issues relating to administration and implementation of the arrangements in order to efficiently run the scheme. It was noted that West Oxfordshire District Council aimed to adopt its CIL Charging Schedule in 2020 and could join, operationally, with this Council to share costs. It was also explained that CIL would provide income to District and Town/Parish Councils, and that assistance would be offered to Town and Parish Councils to help administer their monies.

Concern was expressed regarding the monitoring of S106 monies and agreements. In response, the Head of Paid Service explained that the topic was the subject of an on-going internal audit report which, when finalised, would then be presented to the Audit and Overview and Scrutiny Committees.

**RESOLVED that:**

- (a) the procurement of dedicated CIL and S106 monitoring software (including annual maintenance costs of £9,000) be approved;**

- (b) additional funding be awarded to the Publica contract to fund the recruitment of one senior officer and one technical support officer (both permanent contracts) to operate CIL and monitor S106 agreements;**
- (c) funding for resolutions (a) and (b) above be met from earmarked revenue reserves until income from CIL for administration of the Levy fully funds on-going revenue costs.**

**RECOMMENDED that:**

- (a) the Levy be implemented with effect from 1st October 2019;**
- (b) delegated authority be given to the Deputy Leader and Cabinet Member for Forward Planning to make any necessary and consequential amendments to the CIL Charging Schedule and supporting documents to reflect recommendation (a) above.**

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

CAB.94

**DRAFT MEDIUM TERM FINANCIAL STRATEGY 2019/20 TO 2028/29, CAPITAL AND REVENUE BUDGETS 2018/19**

The Cabinet was requested to consider an update of the Medium Term Financial Strategy for the period 2019/20 to 2028/29 together with the detailed budget proposals for 2019/20 - in the light of consultation feedback on the draft budget proposals - and to provide comments for Council to consider as part of the budget setting process.

In commending the proposals contained within the circulated report, the Leader stated that, upon further reflection, he wished to incorporate a Council Tax increase of 2.99% for 2019/20. He believed that it would be prudent to increase Council Tax by this level, because as a Council it would be difficult to maintain a Council Tax freeze. A 2% increase would reflect an inflationary increase, and the extra percentage increase would fund an ERS member to deal with fly-tipping and environmental matters, etc. As government funding was uncertain for the future, other Cabinet Members supported this. The Leader explained that 97% of authorities planned to raise their Council Tax for 2019/20.

**RECOMMENDED that:**

- (a) the District Council element of Council Tax be increased by 2.99% for 2019/20;**
- (b) subject to recommendation (a) above, the Medium Term Financial Strategy for 2019/20 to 2028/29 be approved;**
- (c) the Capital Programme for 2019/20 to 2028/29 be approved;**
- (d) subject to recommendation (a) above, the Net Budget Requirement for 2019/20 and the Detailed Budget be approved;**
- (e) the Pay Policy Statement for 2019/20 be approved;**
- (f) the Capital Strategy 2019/20 be approved;**

- (g) the Investment Strategy 2019/20 be approved;**
- (h) the Treasury Management Strategy 2019/20 be approved.**

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

CAB.95

**TEMPORARY LOAN TO FRIENDS OF THE COTSWOLDS**

The Cabinet was asked to consider temporary lending to the Friends of the Cotswolds to provide cash-flow support for the renovation work being carried out at the Old Prison, Northleach.

Members commended the organisation for the way in which it was developing the property and were pleased to support the short-term funding request. It was also noted that the organisation had an existing loan with the Council, which was being repaid in accordance with the agreement.

**RESOLVED that:**

- (a) the principle of providing a loan of up to £45,000 to the Friends of the Cotswolds at an interest rate of 4.5% for a period of up to six months be approved;**
- (b) delegated authority be given to the Chief Finance Officer, in consultation with the Leader of the Council, to agree the details of the loan, including the amount and loan period, subject to receiving assurance over the grant being payable following the UK's departure from the European Union.**

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

CAB.96

**DESIGN CONSIDERATIONS FOR THE WATERLOO CAR PARK, CIRENCESTER**

The agreement of Cabinet was sought for key design considerations to inform the architect's design of the Waterloo Car Park, Cirencester.

Members considered the various options, and the suggestions made by the Parking Demand Project Board, but felt that the design brief should focus on the essential elements, with optional elements being dealt with and priced separately.

**RESOLVED that the design brief for the Waterloo Car Park, Cirencester should include:-**

- (a) the following as essential elements:-**
  - an increased parking bay width of 2.5 metres;**
  - 15 free bicycle racks;**
  - spaces for motorcycles;**
  - public toilets, including 'Changing Places' and baby changing facility;**
  - a roof to maximise opportunities for environmentally-beneficial systems and technologies;**
  - vehicle Movement Option A as set out in the Appendices to the circulated report;**
  - electronic signs at appropriate locations on the route(s) to the car park to enable the display of 'Car Park Full' information;**

**(b) the following as optional elements:-**

- **shower and changing facilities;**
- **a drop-off waiting area;**
- **a small office/welfare facilities;**
- **space for a parcel collection point.**

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

CAB. 97 COMMITMENT TO CARBON REDUCTION

The Cabinet received a report which highlighted current actions and suggested enhanced objectives to deliver future carbon reduction.

In introducing the report, the Cabinet Member for Environment suggested that the Council should re-affirm its commitment to carbon reduction, and drew attention to, and expanded upon, the suggested actions/tasks.

Other Members endorsed the suggested way forward.

**RESOLVED that the Council reaffirms its commitment to carbon reduction by agreeing to undertake the tasks set out within paragraph 7 of the circulated report.**

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

CAB.98 CORINIUM MUSEUM - COLLECTIONS RESEARCH POLICY

The Cabinet was asked to consider and adopt a collection research policy for the Corinium Museum. The Cabinet Member for Housing, Health and Leisure explained that the Museum was nationally and internationally renowned, with Roman and pre-Roman collections, and commented that the policy would enable the Museum to renew its designation scheme accreditation and also to apply for external funding.

It was confirmed that a charging policy for officer time for research could be considered, if warranted.

**RESOLVED that the Collections Research Policy be adopted.**

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

CAB. 99 SCHEDULE OF DECISIONS TAKEN BY THE LEADER OF THE COUNCIL AND/OR INDIVIDUAL CABINET MEMBER

The Cabinet noted a Schedule detailing decisions taken by the then Acting Leader of the Council, the Deputy Leader of the Council and Cabinet Member for Forward Planning, and the Cabinet Member for Environment.

CAB.100 ISSUE(S) ARISING FROM OVERVIEW AND SCRUTINY AND/ OR AUDIT (IF ANY)

There were no formal recommendations, or other matters, arising from Overview and Scrutiny and/or Audit.

CAB.101     OTHER BUSINESS

There was no other business that was urgent.

The Meeting commenced at 4.00 p.m. and closed at 5.00 p.m.

Chairman

(END)