



COTSWOLD
DISTRICT COUNCIL

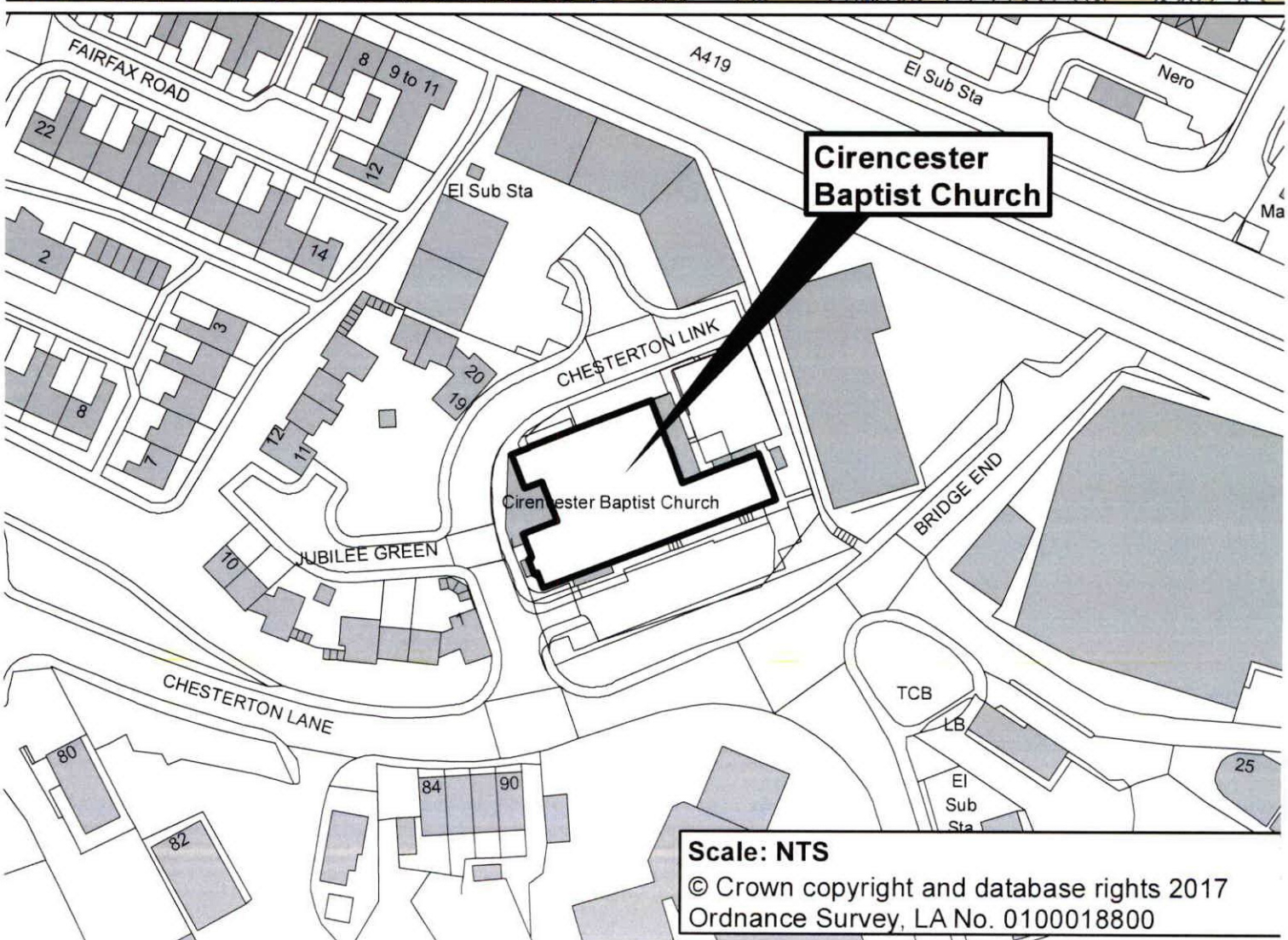
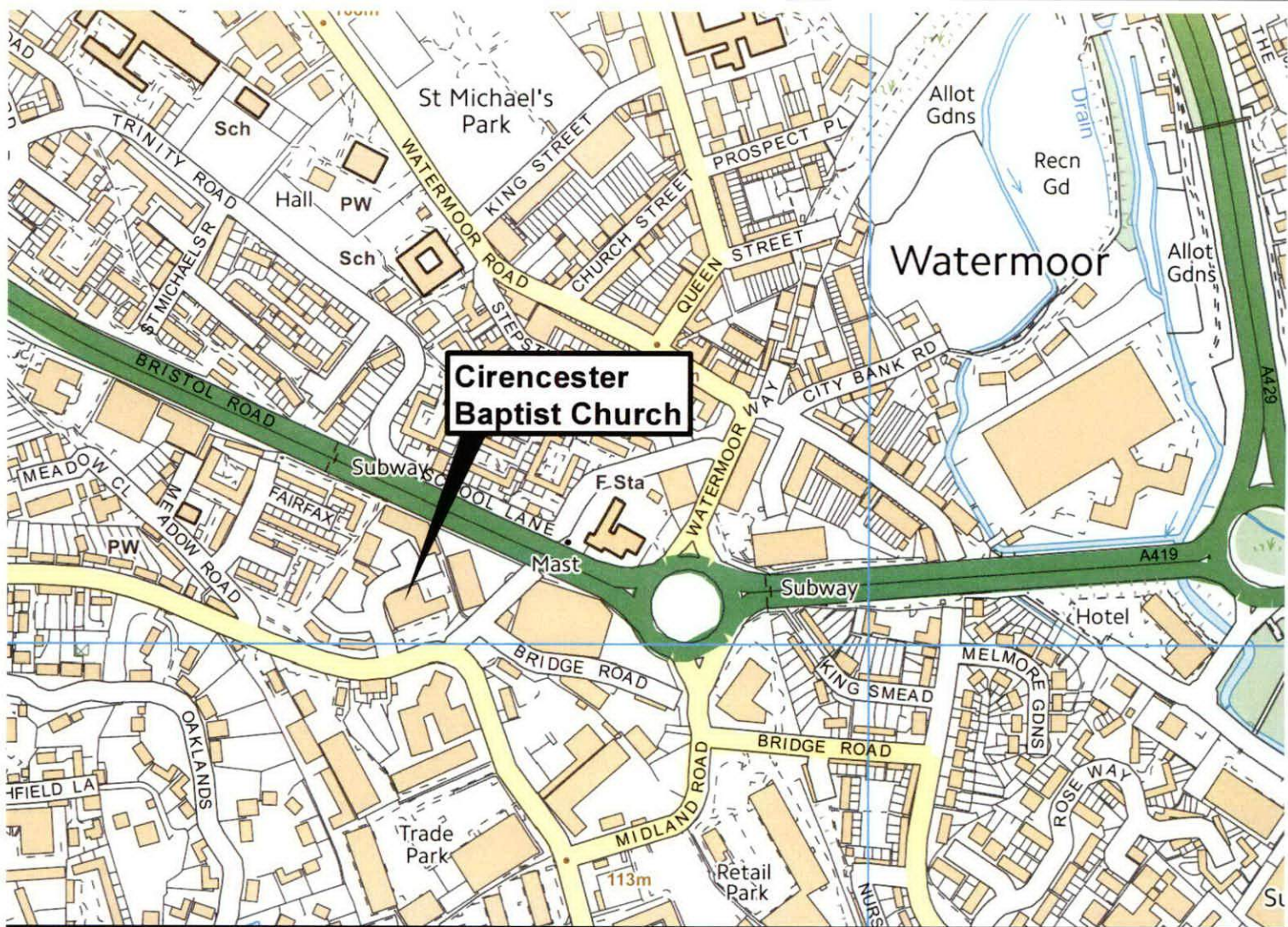
COUNCIL

AGENDA

Thursday 19th October 2017, 10.00 a.m.

**Cirencester Baptist Church, Chesterton Lane, Cirencester,
GL7 1YE**

(location map overleaf)



NOTES

(i) Questions Arising on the Agenda

If any Member has any questions regarding either (a) an update/progress report on a specific item contained in the Minutes of the previous Meeting or (b) a report contained within the Agenda, he/she is requested to give advance notice of such question to the Director/Officer originating the report or to an Officer of the Democratic Services Section so that a full response can be made available either prior to, or at, the Meeting. If no such advance notification is given, a full response to any question cannot be guaranteed at the Meeting.

With specific regard to the Minutes of previous Meetings, Members' attention is drawn to Council Procedure Rule 17.1 which provides that, once the Minutes have been signed, Members may ask questions to ascertain what progress has been made on a particular matter referred to in the Minutes, but may not make any other statement or generate discussion on the Minutes.

(ii) Mobile Phones/Pagers

All mobile phones/pagers should be **SWITCHED OFF OR SET TO SILENT MODE BEFORE** the start of the Meeting.

(iii) Recording of Proceedings

The public proceedings of Council, Cabinet, and Committee Meetings may be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Administrator know before the start of the Meeting.

Recording/filming should not be disruptive or distracting to the good order and conduct of the Meeting. To assist with this, an area of the Meeting venue will be designated from which proceedings can be recorded/filmed, and 'roaming' around the venue while recording is not permitted. The Chairman will exclude anyone whose behaviour is disruptive.

Recording/filming should only be of Members and Council Officers, and not any members of the public (unless they are formally addressing the Meeting or unless specific permission has been given by those individuals).

For further information, please read the Notices displayed inside and outside the Meeting venue and/or speak with the Committee Administrator.

(iv) Committee Administrator

If any Member has any general questions about the Meeting or the associated agenda papers, or is unable to attend, he/she is asked to contact Nigel Adams on 01285 623202 who will be the Committee Administrator responsible for the Meeting.

Distribution:

All Members of the Council



Nigel Adams
Head of Democratic Services

11th October 2017

COUNCIL : 19TH OCTOBER 2017

AGENDA

- (1) **Apologies**
- (2) **Declarations of Interest**
 - (a) To receive any declarations of interest from Members under:-
 - (i) the Code of Conduct for Members; and/or
 - (ii) Section 106 of the Local Government Finance Act 1992 (any Councillor who has Council Tax payments remaining unpaid for at least two months must declare an interest and not participate in any matter affecting the level of Council tax or arrangements for administering the Council Tax).
 - (b) To receive any declarations of interest from Officers under the Code of Conduct for Officers.
- (3) **Minutes** - To confirm:-
 - (i) the Minutes of the Meeting of the Council held on 13th June 2017;
 - (ii) the Minutes of the Special Meeting of the Council held on 26th September 2017.
- (4) **Announcements from the Chairman, Leader or Head of Paid Service**
- (5) **Public Questions**

Council Procedure Rule 10 - Not more than fifteen minutes allowed for written questions to be put by members of the public on any matter in relation to which the Council has any power or duties or which affects the District.
- (6) **Member Questions**

Council Procedure Rule 11 - Not more than fifteen minutes allowed for written questions to be put by Members on any matter in relation to which the Council has any power or duties or which affects the District.

The following questions have been submitted:-

- (1) **From Councillor Jenny Forde to Councillor JM Beale, Chairman of the Council**

'Owing to the nature of the strong leader model this Council operates by many decisions are made in individual cabinet member decision making meetings.

While the minutes of these meeting are available online, most Members don't have time trawl through them.

Would the Chairman of the Council consider including a standing agenda item on future full Council meeting agendas with a breakdown of Cabinet Member decisions?

(2) From Councillor AR Brassington to Councillor Sue Coakley, Cabinet Member for Environment

'Will the Cabinet Member provide figures of the number of prosecutions taken by CDC over each of the last 7 years in relation to offences under food safety/hygiene legislation?'

(3) From Councillor AR Brassington to Councillor Sue Coakley, Cabinet Member for Environment

'Will the Cabinet Member provide figures of the number of prosecutions taken by CDC over each of the last 7 years in relation to offences under Health and Safety legislation?'

(4) From Councillor Andrew Doherty to Councillor Sue Coakley, Cabinet Member for Environment

'I note with interest that Biffa have installed cameras, on a trial basis, to help deal with problems of illegal and inconsiderate driving around refuse lorries in the Forest of Dean area. Do we have any idea of the scale of this problem in the Cotswolds, and are UBICO considering similar steps?'

(5) From Councillor Andrew Doherty to Councillor Mark F Annett, Leader of the Council

'One of the welcome features of the Chesterton OPA process was the release into the public domain of the previously confidential viability assessment.

However, this happened at a very late stage. Would the Leader please explain, giving examples, why the viability assessment was originally judged to require being kept secret from the public?'

(6) From Councillor Jenny Hincks to Councillor Mark F Annett, Leader of the Council

'How many Cotswold District Council staff are being transferred over to Publica? Please could you supply me with the total figure and a percentage figure of the entire workforce.'

(7) From Councillors Tatyana Cheung and Juliet Layton to Councillor Mark F Annett, Leader of the Council

'Please can the Leader give an update on progress with respect to Motion 3/2016 regarding the Spine Road?'

(8) From Councillor Jenny Forde to Councillor Mark F Annett, Leader of the Council

'At last Council, I put forward a motion to support the WASPI women of the Cotswolds and after deferring the item to Cabinet, it was RESOLVED that the Leader of the Council writes to Mr. Geoffrey Clifton- Brown MP, requesting him to raise this matter with the Government. I have heard nothing further from our MP and would like an update please.'

(9) From Councillor M Harris to Councillor Mark F Annett, Leader of the Council

'Under the previous CDC Leader, the Lib Dems were told they must be dreaming if they think that Councils investing in building will go any way to solving the housing shortage in this country.'

In light of the big announcement by Theresa May, in her 'British Dream' speech at the Conservative Party conference, that an additional £2bn will be made available for affordable housing and, I quote, - "We will encourage councils as well as housing associations to bid for this money and provide certainty over future rent levels. And in those parts of the country where the need is greatest, allow homes to be built for social rent, well below market level. Getting government back into the business of building houses. A new generation of council houses to help fix our broken housing market." - will the Leader set up a cross-party working group to establish how CDC can quickly bid for funds and look at building some of the much needed social rented housing in the District?'

(10) From Councillor JA Harris to Councillor Mark F Annett, Leader of the Council

'Can the new Leader advise the Council (given that he didn't serve as Deputy, or as a Cabinet Member) what his induction and training programme has been to carry out this role?'

(11) From Councillor JA Harris to Councillor Mark F Annett, Leader of the Council

'Why couldn't the Leader of Council show up to the Park Community Group's debate about his administration's Local Plan and its implications for Cirencester?'

(12) From Councillor R Theodoulou to Councillor Mark F Annett, Leader of the Council

'A number of residents in my Ward have raised serious concerns about the levels of crime and anti-social behaviour in our rural areas and market towns. At the same time, residents complain that there is scant Police activity and presence, particularly at weekends which might deter criminality in these areas. Does the Leader agree with me that Policing in the rural areas is woefully inadequate?'

(13) From Councillor R Theodoulou to Councillor Mark F Annett, Leader of the Council

'Would the Leader kindly provide details of all meetings/briefings/events open to Members where information has been presented in connection with the formation and set-up of Publica?'

Note:

The above questions were submitted by the time by responses are guaranteed to be provided to the questioner at least 24 hours before the Council Meeting (by virtue of the Council's Procedure Rules). As such, written responses will be provided to all Members either in advance of, or at, the Council Meeting.

- (7) **Petitions (if any)**

Items for Decision

	<u>Page Number</u>
(8) <u>Establishment of Shared Services Company - Publica</u>	1
(9) <u>Council Retained Officer Structure and Delegations as a consequence of Establishment of Shared Services Company</u>	3
(10) <u>Community Projects Fund - Request for Additional Funding Allocation</u>	93
(11) <u>Annual Treasury Management Review 2016/17 including Performance against Prudential Indicators</u>	101
(12) <u>Update to Treasury Management Strategy 2017/18</u>	113
(13) <u>Appointment of Honorary Alderman</u>	116

Other Matters

- (14) **Issues/Reports Arising from the Cabinet (if any)**
- (15) **Issues/Reports Arising from Overview and Scrutiny and/or Audit (if any)**
- (16) **Notice of Motions**

In accordance with Council Procedure Rule 12, the following Motions have been received:-

- (i) **Motion 7/2017 re Lowering the Voting Age**

Proposed by Councillor Jenny Forde, seconded by Councillor Juliet Layton:

'This Council notes that currently 1.5 million 16 and 17 year olds are denied the vote in public elections in the UK.

This Council recognises that 16 and 17 year olds are knowledgeable and passionate about the world in which they live and are as capable of engaging in the democratic system as any other citizen.

This Council believes people who can consent to medical treatment, work full-time, pay taxes, get married or enter a civil partnership and join the armed forces should also have the right to vote.

This Council therefore requests the Leader of this Council to write to the Member of Parliament for the Cotswolds asking that a letter be written to county representatives of the Youth Parliament to express support in lowering the voting age to 16.'

(ii) Motion 8/2017 re Members' ICT

Proposed by Councillor M Harris, seconded by Councillor Jenny Forde:

'Council notes that it has been a number of years since this authority last carried out a review of members ICT.

Council also notes that Gloucestershire County Council have recently supplied all Councillors and senior staff with tablet computers in order to improve the supply of information, save money on printing and improve the authority's environmental footprint.

Council also expresses frustration and concern that Councillors are unable to have their own email mailbox and are unable to send emails from their cotswold.gov.uk account. Instead emails are forwarded to personal email accounts. As well as being inconvenient this raises concerns about data protection and freedom of information requests.

Council therefore resolves to set up a cross party working group to review members ICT and present findings in advance of the Council's budget setting meeting in February 2018.'

(iii) Motion 9/2017 re On-Street Parking in Cirencester

Proposed by Councillor JA Harris, seconded by Councillor Jenny Forde:

'Council notes that parking in Cirencester continues to be a major issue for local residents, businesses and visitors of the Town.

Council commends the work of CDC's own parking board in trying to increase the capacity of Cirencester's car parks and believes that in order to compliment the work of the parking board a review of on-street parking should also be undertaken.

Council requests that Gloucestershire County Council now undertake a comprehensive review of on-street parking as soon as possible to compliment the work of the parking board and instructs Leader of Council to write to the cabinet member for parking at the County Council outlining this Council's position.'

(iv) Motion 10/2017 re the Armed Forces Community and the 2021 Census

Proposed by Councillor PCB Coleman, seconded by Councillor NJW Parsons:

'This Council notes:

1. The obligations its owes to the Armed Forces community within Cotswold District as enshrined in the Armed Forces Covenant; that the Armed Forces community should not face disadvantage in the provision of services and that special consideration is appropriate in some cases, especially for those who have given the most.

2. The absence of definitive and comprehensive statistics on the size or demographics of the Armed Forces community within Cotswold District. This includes serving Regular and Reserve personnel, veterans, and their families.

3. *That the availability of such data would greatly assist the council, local partner agencies, the voluntary sector, and national Government in the planning and provision of services to address the unique needs of the Armed Forces community within Cotswold District.*

In light of the above, this Council moves to support and promote The Royal British Legion's call to include a new topic in the 2021 census that concerns military service and membership of the Armed Forces community. We acknowledge that the collection and publication of this information must be subject to the security requirements of the Ministry of Defence. Subject to that, we further call upon the UK Parliament, which will approve the final census questionnaire through legislation in 2019, to ensure that the 2021 census includes questions concerning our Armed Forces community.'

Note:

In accordance with Council Procedure Rule 12, any Motion that is duly proposed and seconded shall automatically stand referred to the Cabinet or the appropriate Committee for consideration, unless the Chairman of the Council considers it convenient and conducive to the despatch of business for the Motion to be dealt with at the Meeting. Members will be advised of the views of the Chairman on this aspect as soon as possible.

(17) Decision Taken by the Head of Paid Service

To note that, following consultation with the Chairman of the Council, the Leader of the Council, the Leader of the Liberal Democrat Group, the relevant Ward Members and appropriate Officers/advisers, the Head of Paid Service exercised his emergency powers (in accordance with Council Procedure Rule 38) to increase each public speaking 'slot' (Town Council; Objectors; Supporters; Applicant/Agent) at the Special Council Meeting to be held to consider the BDL Application re the Chesterton Strategic Site in Cirencester to thirty minutes (from the ten minutes agreed at the Council Meeting in February 2017).

Whilst it was highly unlikely that every person/organisation that had submitted a comment would wish or be able to be present to speak at the meeting, over 500 representations had been received and, as such, an overall period of ten minutes could be seen as insufficient, particularly on the grounds of natural justice. The use of the urgency powers had been sought as the Special Council Meeting was to be held in advance of the next Ordinary Council Meeting, when the issue would have ordinarily been considered.

(18) Sealing of Documents

To resolve:

"that the Common Seal of the Council be affixed to all contracts, conveyances and any other documents necessary for carrying into effect all resolutions passed by the Council."

Note:

The Register of Sealing will be available at the Meeting for Members' inspection.

(19) **Exclusion of the Public and Press**

RESOLVE that under Section 100A(4) of the Local Government Act 1972 the public and Press be excluded from the Meeting for the following items of business on the grounds that they involve likely disclosure of exempt information as defined in paragraph (3) of Part I of Schedule 12A to the said Act (Information relating to financial or business affairs) and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information concerned.

Items of Exempt Business for Consideration and Decision

	<u>Page Number</u>
(20) <u>Cirencester Parking</u>	119
(21) <u>Property Matter - Cirencester</u>	-
(N.B. Report to follow, if required)	

(END)