



COTSWOLD
DISTRICT COUNCIL

Friday, 3 March 2023
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CABINET

A meeting of the Cabinet will be held at Council Chamber - Trinity Road on **Monday, 13 March 2023 at 6.00 pm.**

Rob Weaver
Chief Executive

To: Members of the Cabinet
(Councillors Joe Harris, Mike Evemy, Rachel Coxcoon, Tony Dale, Andrew Doherty, Jenny Forde, Juliet Layton and Lisa Spivey)

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to 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 prior to the date of the meeting.

AGENDA

1. **Apologies**

2. **Declarations of Interest**

To receive any declarations of interest from Members and Officers, relating to items to be considered at the meeting.

3. **Minutes (Pages 7 - 12)**

To approve the minutes of the previous meeting.

4. **Chair's Announcements**

5. **Public Questions**

To deal with questions from the public within the open forum question and answer session of fifteen minutes in total. Questions from each member of the public should be no longer than one minute each and relate to issues under the Cabinet's remit. At any one meeting no person may submit more than two questions and no more than two such questions may be asked on behalf of one organisation.

The Chair will ask whether any members of the public present at the meeting wish to ask a question and will decide on the order of questioners.

The response may take the form of:

- a) a direct oral answer;
- b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

6. **Member Questions**

A Member of the Council may ask the Chair, the Leader, a Cabinet Member or the Chair of any Committee a question on any matter in relation to which the Council has powers or duties or which affects the Cotswold District. A maximum period of fifteen minutes shall be allowed at any such meeting for Member questions.

A Member may only ask a question if:

- a) the question has been delivered in writing or by electronic mail to the Chief Executive no later than 5.00 p.m. on the working day before the day of the meeting; or
- b) the question relates to an urgent matter, they have the consent of the Chair to whom the question is to be put and the content of the question is given to the Chief Executive by 9.30 a.m. on the day of the meeting.

An answer may take the form of:

- a) a direct oral answer;
- b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

7. **Business Rates Relief 2023/24. Retail, Hospitality and Leisure Scheme (Pages 13 - 20)**

Purpose

To consider a scheme of rate relief for retail premises as outlined by Government in the Autumn Statement 2022

Recommendations

That Cabinet resolves to:

- a) Note the contents of the report;
- b) Endorse the Retail, Hospitality and Leisure Scheme as detailed in Annex A; and
- c) Delegate authority to the Assistant Director of Resident Services to award of such relief

8. **Council Priority and Service Performance Report - 2022-23 Quarter 3 (Pages 21 - 96)**

Purpose

To provide an update on progress on the Council's priorities and service performance

Recommendation

That Cabinet resolves to:

- I. Note overall progress on the Council priorities and service delivery for 2022-23 Q3

9. **Financial Performance Report Q3 2022/23**

Purpose

This report sets of the latest budget monitoring position for the 2022/23 financial year.

Recommendations

That Cabinet:

- I. Reviews and notes the financial position set out in this report

10. **Discretionary Council Tax Support Fund (Pages 97 - 100)**

Purpose

To adopt the Discretionary Council Tax Support Fund for 2023/2024.

Recommendations

That Cabinet resolves to:

- 1) Approve a payment of £50 as detailed in para 3.3 of this report; and,
- 2) Delegate authority for the distribution of surplus funds to the Deputy Chief Executive in consultation with the Deputy Leader and Cabinet Member for Finance

11. **Introduction of S106 Monitoring Fee Schedule (Pages 101 - 106)**

Purpose

The Council is allowed to charge 'S106 monitoring fees' to help cover the cost of monitoring Section 106 legal agreements. The government suggest doing this via the publication of a 'S106 Monitoring Fee Charging Schedule' which sets out the fees which will be charged. This report proposes the introduction of such a schedule at Cotswold District.

Recommendations

That Cabinet resolves to:

- I. Approve the introduction of a S106 Monitoring Fee Charging Schedule as detailed in this report

12. **UK Shared Prosperity Fund Update (Pages 107 - 122)**

Purpose

To seek approval for the governance arrangements and allocation of funding.

Recommendation

That Cabinet resolves to:

1. Note Government approval of the Council's UKSPF Local Investment Plan.
2. Note the allocation of funding to Year One projects.
3. Approve the governance arrangements set out in para 2.3.
4. Approve the allocation of up to £135,000 of Year Two (2023/24) UKSPF funding to the Cirencester Growth Hub, subject to entering into a satisfactory service level agreement, and up to £135,000 in Year Three (2024/25) subject to satisfactory performance.
5. Delegate authority to the Chief Executive, in consultation with the Cabinet Member for the Economy and Council Transformation, to approve details of the service level agreement with the Growth Hub.
6. Delegate authority to the Chief Executive, in consultation with the Cabinet Member for Economy and Council Transformation, to allocate the balance of Year Two funding to projects aligned with the interventions set out in Annex B.

13. **Approve the Cotswold District Council Vacant Building Credit Technical Advice Note (Pages 123 - 140)**

Purpose

To approve the Technical Advice Note which explains how the Council will implement the provisions of national policy and guidance on Vacant Building Credit in Cotswold District.

Recommendation

That Cabinet resolves to approve the use of the Cotswold District Council Vacant Building Credit Technical Advice Note from 13 March 2023.

14. **Application to Secretary of State for Levelling Up, Housing and Communities to designate land in Cotswold District as a rural area (Pages 141 - 164)**

Purpose

To set out the various considerations around making an application to the Secretary of State to designate part of the district as a rural area under Section 157 of the Housing Act 1985.

Recommendation

That Cabinet resolves to approve the proposal to apply to the Secretary of State to designate land within Cotswold District as a rural area.

15. **Sustainable Transport - Decarbonisation trajectory (Pages 165 - 188)**

Purpose

To set out a proposed trajectory for transport decarbonisation in Cotswold to meet target of net zero carbon emissions by 2045.

Recommendation

That Cabinet resolves to agree to proceed with the development of the Sustainable Transport Strategy using the proposed high level framework for transport carbon reduction in Cotswold, comprising targets to avoid, shift and improve vehicle journeys as set out in Table I.

16. **Schedule of Decisions taken by the Leader of the Council and/or Individual Cabinet Members (Pages 189 - 190)**

To note any decisions taken since the previous meeting.

17. **Issue(s) Arising from Overview and Scrutiny and/or Audit**

Purpose

To consider any issues or recommendations arising from meetings of the Overview and Scrutiny Committee and/or the Audit Committee.

18. **Approval of contracts for the management of the Council's leisure and culture facilities (Pages 191 - 206)**

Purpose

To seek authority to award a contract for;

- a) the management of the Council's leisure facilities
- b) the management of the Council's culture facilities

Recommendations

That Cabinet resolves to recommend to Council to:

1. Agree to award the Leisure Management Contract to the preferred bidder set out in EXEMPT Annex C (i).
2. Agree to award the Culture Management Contract to the preferred bidder set out in EXEMPT Annex C (ii).
3. Delegate authority to the interim Head of Legal Services for Contract finalisation.
4. Delegate authority to Deputy Chief Executive and s151 Officer, in consultation with the Cabinet Member for Health and Wellbeing and Leadership and Management Team (Chief Executive, Deputy Chief Executive and Director of Governance and Development), to accept capital investment proposals set out in preferred bidder's Leisure tender submission.
5. Note the position set out in paragraph 5.6 for the mobilisation period and in the early process of embedding the new contracts.

19. **Matters exempt from publication**

If Cabinet wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for Cabinet to pass a resolution in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 on the grounds that their presence could involve the likely disclosure of exempt information as described in paragraph 3 of Schedule 12A of the Local Government Act 1972.

Cabinet may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

20. **Exempt annexes for the award of contracts for the management of the Council's leisure and culture facilities (Pages 207 - 286)**

(END)