



COTSWOLD
DISTRICT COUNCIL

Wednesday, 24 January 2024

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CABINET

A meeting of the Cabinet will be held in the Council Chamber - Council Offices, Trinity Road, Cirencester, GL7 1PX on **Thursday, 1 February 2024 at 6.00 pm.**

Rob Weaver
Chief Executive

To: Members of the Cabinet
(Councillors Joe Harris, Mike Evemy, Claire Bloomer, Tony Dale, Paul Hodgkinson, Juliet Layton, Mike McKeown 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**
To receive any apologies for absence. The quorum for Cabinet is 3 members.
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 - 18)**
To approve the minutes of the previous meeting on 11 January 2024.
4. **Leader's Announcements**
To receive any announcements from the Leader.
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 Leader 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 Leader or a Cabinet Member 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 Leader 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. Issue(s) Arising from Overview and Scrutiny and/or Audit and Governance

To receive any recommendations from the Overview and Scrutiny Committee or to consider any matters raised by the Audit and Governance Committee.

7.1 Report of the Overview and Committee's Public Conveniences Review 19 - 32

Group

Purpose

To present to Cabinet the recommendations of the Public Conveniences Review Group.

Recommendation

That Cabinet resolves to agree its response to the 11 recommendations set out in the body of this report (the response will be tabled at the Cabinet meeting).

8. Discretionary Rate Relief in excess of £10,000 (Pages 33 - 38)

Purpose

To consider one new application in respect of Hardship Relief in excess of £10,000 for the 2021/2022 to 2022/2023 financial years.

Recommendations

That Cabinet resolves to:

1. Approve a Hardship relief award of £16,952.21; and
2. Instruct officers to make a suitable repayment plan to recover the remaining £16,952.22

9. 2024/25 Budget – Fees and Charges Report (Pages 39 - 62)

Purpose

The purpose of this report is to present a revised schedule of fees and charges for 2024/25. The report also describes the rationale for the revised charges compared to current charges for 2023/24. Revised charges are presented at Annex A alongside current charges for 2023/24.

Recommendations

That Cabinet resolves to:

1. Endorse the rationale for revising fees and charges as set out in the report; and
2. Approve the implementation of revised fees and charges for 2024/25 as detailed in Annex A from 1 April 2024.

10. Budget and Medium Term Financial Strategy 2024/25 (Pages 63 - 210)

Purpose

The purpose of this report is to present the budget for 2024/25.

Recommendations

That Cabinet resolves to recommend to Council to approve:

1. the Medium-Term Financial Strategy set out in Annex B
2. the Savings and Transformation items for inclusion in the budget, set out in

Annex C

3. the Council Tax Requirement of £6,596,813 for this Council
4. the Council Tax level for Cotswold District Council purposes of £153.93 for a Band D property in 2024/25 (an increase of £5)
5. the Capital Programme, set out in Annex D
6. the Annual Capital Strategy 2024/25, as set out in Annex E
7. the Annual Treasury Management Strategy and Non-Treasury Management Investment Strategy 2024/25, as set out in Annex F
8. the Strategy for the Flexible use of Capital Receipts, as set out in Annex H
9. the balances and reserves forecast for 2024/25 to 2027/28 as set out in Section 6 of the report.

Cabinet is recommended to approve delegation to the Council's Deputy Chief Executive, in consultation with the Deputy Leader and Cabinet Member for Finance to:

10. Agree changes to the General Fund Summary arising from the Local Government Finance Settlement and the Business Rates Retention Scheme estimates prior to submission to Council.
11. Agree any changes to the General Fund Summary arising from the recommendations to Cabinet made within the Report of the Overview and Scrutiny Committee's Public Conveniences Review Group

11. **Future of the Old Station and Memorial Cottages Cirencester (Pages 211 - 214)**

Purpose

To seek agreement and allocation of funding to carry out structural works to rebuild an unstable wall at the Old Station, Cirencester.

Recommendations

That Cabinet resolves to recommend to Council to:

1. Agree to carry out the works to rebuild the unstable wall at The Old Station, utilising £158,000 of capital budget from the Asset Management Strategy capital scheme.

12. **Agile working update and tenancy proposals for Trinity Road Council Offices in Cirencester (Pages 215 - 222)**

Purpose

To update Cabinet on the work that has been completed to make changes to the Trinity Road offices to facilitate agile working and free up space for tenants and to make recommendations on a future tenant for the space created.

Recommendations

That Cabinet resolves to:

1. Agree to enter into a legal agreement with the Serviced Office Provider shown in Annex A as the Preferred Tenant.
2. Delegate authority to the Deputy Chief Executive and S.151 Officer in consultation with the Head of Legal Services to agree the appropriate form and terms of a legal agreement.

13. **Schedule of Decisions taken by the Leader of the Council and/or Individual Cabinet Members**

No decisions have been taken by the Leader or Individual Cabinet Members since the

previous meeting of Cabinet.

14. 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 paragraphs 3 and 4 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.

15. Exempt Annex B for Item 7a (Pages 223 - 226)

16. Exempt Annexes for Agenda Item 8 (Pages 227 - 284)

17. Exempt Annex for Agenda Item 11 (Pages 285 - 286)

18. Exempt Annex for Agenda Item 12 (Pages 287 - 288)

(END)