



**COTSWOLD**  
DISTRICT COUNCIL

Wednesday, 28 February 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, 7 March 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 - 16)**  
To approve the minutes of the previous meeting of Cabinet on 1 February 2024.
4. **Chair's Announcements**  
To receive any announcements from the Leader of the Council.
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**  
No Member Questions have been submitted prior to the publication of the agenda.

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

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

8. **Lechlade Air Quality Management Area Revocation (Pages 17 - 28)**

Purpose

To obtain approval for the revocation of the Lechlade Air Quality Management Area (AQMA).

Recommendation

That Cabinet resolves to:

- I. Approve the revocation of the Lechlade AQMA

9. **Council Tax Reduction for Care Leavers (Pages 29 - 40)**

Purpose

To consider proposals to extend the age that Care Leavers can receive a reduction in Council Tax from 21 years to 25 years.

Recommendations

That Cabinet resolves to recommend to Full Council to:

1. Approve to extend the age that a care leaver can receive a reduction in their council tax from 21 years to 25 years;
2. Approve to include those care leavers from outside of Gloucestershire County within the offer;
3. Approve the amended Eligibility Criteria as set out in Annex A

10. **Council Tax Premium - Second Homes And Long-Term Empty Properties (Pages 41 - 48)**

Purpose

To consider the proposals to introduce a Council Tax Premium on second homes and apply a premium to long term empty properties after one year.

Recommendations

That Cabinet resolves to recommend to Full Council to:

- I. Agree from 01 April 2024 to levy the maximum level of premium for Empty Homes as set out in the Levelling Up and Regeneration Act 2023:
  - i) Premium of 100% for dwellings which are unoccupied and substantially unfurnished (Empty Homes Premium) after 1 year up to 5 years of becoming empty;
  - ii) Premium of 200% for dwellings which are unoccupied and substantially unfurnished (Empty Homes Premium) between 5 years and 10 years;
  - iii) Premium of 300% for dwellings which are unoccupied and substantially unfurnished (Empty Homes Premium) for 10 years or more.

2. Agree in principle from 01 April 2025 to the implementation of a premium (Second Homes Premium) of 100% for dwellings that are no one's sole or main residence and which are substantially furnished
3. Agree to issue the mandatory notice of 12 months to all owners of second homes that a premium will commence from 1 April 2025; and,
4. Note that where premiums are to be applied, the Council is mindful of the current consultation by government which recommends exceptions in certain circumstances outlined within this report. Subject to the outcome of that consultation, a further report may be presented to Cabinet and Council prior to the implementation of the Council's policy on premiums taking into account statute, the Council's requirements and any guidance given by the Secretary of State.

11. **Business Rates Relief: 2024/2025. Retail, Hospitality And Leisure Scheme (Pages 49 - 56)**

Purpose

To consider a scheme of rate relief for retail premises as outlined by Government in the Autumn Statement 2023.

Recommendations

That Cabinet resolves to:

1. Approve the Retail, Hospitality and Leisure scheme as set out in Annex A for 2024/2025
2. Delegate authority to the Assistant Director for Resident Services the award of such reliefs

12. **Pay Policy Statement 2024/25 (Pages 57 - 68)**

Purpose

To consider the Council's Pay Policy Statement for 2024/25.

Recommendations

That Cabinet recommends to Council to:

1. Approve the Pay Policy Statement for 2024/25.
2. Agree that the Pay Policy Statement 2024/25 will be updated and republished to reflect any changes to the senior management structure at that point.

13. **Gloucestershire City Regions Board (Pages 69 - 92)**

Purpose

To consider the emerging form and function of the Gloucestershire City Region Board, the nature of its authority, terms of reference, membership, and joint scrutiny arrangements.

To enable the Council to play an active part in the formalisation of a new Gloucestershire Region Board to support the delivery of developing a vision for the future growth of the economic success for the whole of the Gloucestershire economic area.

Recommendations

That Cabinet resolves to:

1. Agree to the establishment of the Gloucestershire City Region Board (GCRB);
2. Delegate authority to the Chief Executive, in consultation with the Cabinet

Member for Economy and Council Transformation, to finalise and complete the Inter-Authority Agreement (including the Constitution) and other key documentation and to take all necessary steps to create the GCRB, including finalising the terms of reference for the GCRB;

3. Agree that the above recommendations will not be effective until all Gloucestershire Councils pass equivalent resolutions;
4. Agree upon the establishment of the GCRB to;
  - 4.1 Delegate this Council's functions as are necessary for the delivery of the functions identified in the Terms of Reference at Annexe A to this report to the GCRB;
  - 4.2 Confirm the appointment of Gloucestershire County Council as the Administering Authority;
  - 4.3 Appoint the Cabinet member for Economy and Council Transformation of Cotswold District Council to the GCRB as the nominated member of the Board and to nominate a deputy to be agreed.

14. **Council Priority and Service Performance Report - 2023-24 Quarter Three (Pages 93 - 174)**

Purpose

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

Recommendation

That Cabinet resolves to:

1. Note overall progress on the Council priorities and service performance for 2023-24 Q3.

15. **Financial Performance Report Q3 2023/24 (Pages 175 - 208)**

Purpose

This report sets of the latest budget monitoring position for the 2023/24 financial year.

Recommendation

That Cabinet reviews and notes the Q3 financial position set out in this report.

16. **Publica Review - Local Partnerships Transition Plan (Pages 209 - 244)**

Purpose

To consider the Local Partnerships report and to approve the recommendations therein.

Recommendations

That Cabinet resolves to recommend to Full Council to:

1. Approve the recommendations set out in the Local Partnerships report
2. Instruct the Interim Programme Director to prepare a detailed transition plan, building on the recommendations set out in the Local Partnerships report, for subsequent agreement by Cabinet and Council.

17. **Decision Taken Under Urgency Powers (Pages 245 - 250)**

Purpose

To report to Cabinet and Council on a decision taken by the Chief Executive Officer under urgency powers.

Recommendations

That Cabinet resolves to:

1. Note the decision taken as set out in Annex A.
2. Recommend to Council to note the decision taken as set out in Annex A.

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

To note any decisions taken by the Leader and/or Individual Cabinet Members.

(END)