



COTSWOLD
DISTRICT COUNCIL

Tuesday, 12 September 2023

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COUNCIL

A meeting of the Council will be held at Council Chamber - Trinity Road on **Wednesday, 20 September 2023 at 6.00 pm.**

Rob Weaver
Chief Executive

To: Members of the Council

(Councillors Gina Blomefield, Claire Bloomer, Ray Brassington, Patrick Coleman, Daryl Corps, David Cunningham, Tony Dale, Mike Evemy, David Fowles, Joe Harris, Mark Harris, Paul Hodgkinson, Roly Hughes, Nikki Ind, Angus Jenkinson, Julia Judd, Juliet Layton, Andrew Maclean, Helene Mansilla, Mike McKeown, Clare Muir, Dilys Neill, Nigel Robbins, Gary Selwyn, Tony Slater, Lisa Spivey, Tom Stowe, Jeremy Theyer, Clare Turner, Chris Twells, Michael Vann, Jon Wareing, Ian Watson and Len Wilkins)

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 9 - 18)**
To confirm the minutes of the meeting of Council held on 19th July 2023.
4. **Announcements from the Chair, Leader of Chief Executive (if any)**
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 Council'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.

The following questions have been submitted prior to the publication of the agenda:

Question 1 from Councillor Tom Stowe to Councillor Mike McKeown, Cabinet Member for Climate Change and Sustainability

In December last year, your predecessor, Cllr Coxcoon, stated her position that tourists travelling to the Cotswolds via air travel should be deterred. Please could you confirm the Cabinet's current position on promoting the Cotswolds as a place to visit for air travellers?

Question 2 from Councillor Julia Judd to Councillor Juliet Layton, Cabinet Member for Planning and Regulatory Services

CDC recently issued a Press Release about the planning department including new information about recruitment. How many vacancies are there currently and will that mean that the planning department will be running at full capacity for the foreseeable future?

Question 3 from Councillor Tom Stowe to Councillor Paul Hodgkinson, Cabinet Member for Health, Leisure and Culture

Please could you confirm the total costs to CDC of hosting the upcoming Mr Motivator event on Sunday 1st October?

Question 4 from Councillor Len Wilkins to Councillor Joe Harris, Leader of the Council

There have been some recent high profile cyber security attacks on several private and public organisations. This threat is likely to continue to grow over the coming years. To counter this growing threat it's vital that organisations have a policy of continuous improvement in cyber security practice to support the security, resilience and integrity of digital services, data and systems. Does the council have a formal published cyber-security policy?"

Question 5 from Councillor Gina Blomefield to Councillor Paul Hodgkinson, Cabinet Member for Health, Leisure and Culture

A local resident from the farming community raised concerns with me regarding the future of the very important collection of old agricultural equipment currently displayed at the Old Prison, Northleach. I followed this up and subsequently had a meeting with Emma Stuart of the Corinium Museum together with Dr Alison Grierson-Brooks at the Old Prison and also met three of the volunteers who work on the conservation of the objects. As I understand it the collection is owned by the Corinium Museum which in turned is owned by Cotswold District Council. Many of the pieces in the collection are 'accessional' and were accepted by the Government in lieu of death duties so cannot be sold. Friends of the Cotswolds bought the Old Prison from CDC in 2012-2013 and agreed to house and maintain the collection there. A review of the display with a condition report was due to have been carried out in July 2022 but was never done.

What are the plans for the future of this historic collection of farm equipment which I

feel should be given greater care and more publicity so that more people now as well as future generations can learn about farming methods before the advent of modern machinery and enjoy seeing these fascinating objects?

Question 6 from Councillor Gina Blomefield to Councillor Mike Evemy, Deputy Leader and Cabinet Member for Finance

I read the latest Ubico newsletter with interest, particularly regarding the visit to Oak Quarry Household Recycling Centre in Coleford by students from the Heart of the Forest Special School. I am frequently asked questions regarding recycling by residents – where it goes, how it is organised and the proceeds from it. Could a visit to this recycling facility for all interested District Councillors be arranged so that we could see for ourselves how this important service is managed by Ubico

Question 7 from Councillor David Fowles to Councillor Mike Evemy, Deputy Leader and Cabinet Member for Finance

Given the national concern over public buildings constructed using RAAC concrete, could the leader confirm that no buildings owned by CDC were constructed using this material.

If CDC does not have this information, will the leader confirm what plans he has to reassure members of the public that our buildings are safe?

Question 8 from Councillor Daryl Corps to Councillor Joe Harris, Leader of the Council

Historically all Council meetings were held during the working day. When the Liberal Democrats took power in 2019, the times of meetings were reviewed and changed so that a number of meetings now take place in the evenings.

This change was designed to allow elected members who worked to attend meetings as well as giving members of the public more flexibility.

Since 2019 we have been through Covid, introduced agile working for staff and held local elections resulting in a large number of newly elected members who in many instances have to attend Parish Council meetings and other meetings in the evenings.

We have experienced many instances where staff are not available in the evenings and members have meeting clashes and conflict.

I believe the schedule of meeting times doesn't work and needs to be changed as a priority.

Please could the portfolio holder undertake a review?

Question 9 from Councillor Nikki Ind to Councillor Mike McKeown, Cabinet Member Climate Change and Sustainability

Further to the recent announcement that the first funding for rural electric buses via the Zero Emission Bus Regional Areas programme is being made available to all local

authorities in England outside of London, can you please confirm that Cotswold District Council is working with Gloucestershire County Council to apply for this funding to provide rural transport, which is lacking in the District and particularly in my area in the south – which missed out on the Robin ‘on demand’ trial currently being run in the north of the District.

7. **Establishment of a Working Group for Boundary Reviews (Pages 19 - 24)**

Purpose

To seek the approval of Council to create a Working Group to oversee the Local Government Boundary Review and Polling District Review which are due to take place in the next 2 years and agree Terms of Reference for the Group.

Recommendations

That Council resolves to:

1. Agree to the creation of a Working Group for Boundary Reviews
2. Agree the Draft Terms of Reference for the group outlined in Annex A
3. Note that Group Leaders are asked to confirm the nominated members to the Electoral Services Manager or Chief Executive

8. **A review of the Cotswold District Local Plan housing requirement (Pages 25 - 90)**

Purpose

To agree that Full Council should approve the Review of the Cotswold District Local Plan 2011-2031 Housing Requirement, which finds that the local housing need of the district has not changed significantly and that the minimum housing requirement provided by the Cotswold District Local Plan does not require updating.

Recommendation

That subject to the agreement of Cabinet on 12th September 2023, that Council resolves to;

- 1) Agree to recommend to Full Council to approve the review of the Cotswold District Local Plan 2011-2031 housing requirement.

9. **Appointment of two Independent Persons to the Audit & Governance Committee (Pages 91 - 94)**

Purpose

To appoint two appropriately skilled and experienced members of the public to be “independent members” of the Audit & Governance Committee.

Recommendations

The Council resolves to:

- 1) Appoint John Chesshire and Christopher Bass to the Council’s Audit & Governance Committee for a four year term, commencing immediately.

10. **Amendments to the Constitution - Recommendations of the Constitution Working Group (Pages 95 - 100)**

Purpose

To consider proposals from the Constitution Working Group for amendments to the Constitution to i) create a Standards Sub-Committee, ii) recruit up to two town or parish Councillors to advise Members in respect of hearings where the subject member is a town or parish councillor, and, iii) a change to the call-in

arrangements for Cabinet/Individual Cabinet Member Decisions to reflect a the Council's political balance arising from the May 2023 local elections.

Recommendations

That Council resolves to:

- 1) Agree to establish a Standards Hearing Sub-Committee (of the Audit and Governance Committee). This would be a politically balanced 3-member sub-committee with membership appointed by the Committee each year.
- 2) Instruct the Director of Governance & Development (Monitoring Officer) to recruit up to two town and parish council representatives to act as a non-voting consultee(s) at hearings to determine whether a town or parish councillor has breached their council's code of conduct.
- 3) Authorise the Director of Governance & Development (Monitoring Officer) to update i) Part B, Article 8 of the Constitution with consequential amendments to the Audit & Governance Committee's membership
- 4) Authorise the Director of Governance & Development (Monitoring Officer) to update Part D6, paragraph 4.13, Overview & Scrutiny Procedure Rules.

11. **Petition received in relation to Visitor Information Centres (Pages 101 - 104)**

Purpose

For Council to consider a petition submitted under the Local Petition Scheme (Part F of the Constitution).

Recommendations

That Council resolves to either;

- 1) Refer the petition to Cabinet as the decision-maker for the request to be considered.
- 2) Refer the petition to Overview and Scrutiny Committee for review.
- 3) Note the petition and take no further action.

12. **Notice of Motions**

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

Rail Ticket Offices Motion

Proposed by Councillor Paul Hodgkinson and seconded by Councillor Angus Jenkinson

Council notes with concern the announcement by the Rail Delivery Group that train companies are pressing ahead with plans to close up to 1000 rail ticket offices across England over the next 3 years.

Council believes that ticket offices provide a vital service to residents in the Cotswolds. Having a clearly sign-posted place in the station for people with ticket enquiries provides certainty and confidence for customers who may struggle to otherwise locate station staff.

Council is concerned the closure of ticket offices will disproportionately affect elderly

and disabled residents in the Cotswolds – as well as those with poor IT skills.

Council notes the statistics from Age UK that 3 million elderly people in the UK do not have access to the internet, and statistics from the Royal National Institute for Blind People that only 3% of those with partial or full sight loss feel able to use ticket machines.

Council is also concerned about the possible implications for current station staff and the concerns that have been raised over possible staff redundancies – given that there will be no regulations for minimum staffing levels at stations and on platforms.

Council therefore resolves to:

- Instruct the Chief Executive to write to Mark Harper MP Secretary of State for Transport, and the Chief Executive of the Rail Delivery Group, expressing Council's opposition to the possible closure of staffed rail ticket offices – and in particular the office(s) at Moreton in Marsh, Kemble and Kingham.
- Instruct the Chief Executive to write to Great Western Railway expressing the Council's opposition to any plans to close the staffed ticket office(s) at Moreton in Marsh, Kemble and Kingham.
- Refer this issue to the Overview and Scrutiny Committee with the recommendation that representatives from Great Western Railway are invited to attend a Scrutiny Meeting at the earliest possible point to discuss future plans for ticket offices and staffing at our local stations.

Grey Water Motion

Proposed by Councillor Julia Judd, and seconded by Councillor Andrew Maclean

Thames Water believes that limiting water use and runoff could help to stop the outflow of sewage into rivers from its systems. In 2020, this occurred for more than 200,000 hours.

Much of the CDC district is within Thames Water catchment, one of the worst for leaks losing about 25% across its network which is classed as under serious water stress. Cirencester and our Trinity Road offices of Cotswold District Council are within Thames Water district.

The Environment Agency has warned that parts of England could run out of water within 25 years as a result of growing demand from a rising population and the impacts of climate change, and has called for household water use to be cut by a third. We already experience periods of drought followed by periods of deluge and as a responsible authority, we should be doing our utmost to mitigate predictable catastrophes.

It is this Council's duty to do our utmost to achieve water neutrality. To promote water saving technology, through our Planning and Building Regulations advice and policies. Examples such as low-flow systems, which use less water and pressure, and systems that use grey water should be the ambition for larger developments in the Cotswolds. Water butts should be encouraged for all properties and can easily and cheaply be retro-fitted. Capturing peak storm water flows and helping to prevent storm

related sewage discharges is particularly relevant to older properties in towns and villages where there is a greater chance of "combined" sewerage systems.

Therefore this motion requests that Council:

- Endorses the use of rainwater and greywater systems to achieve water neutrality.
- Request that officers investigate how rainwater and greywater systems can be promoted for use in developments and properties in the wider District.
- Request that officers investigate how rainwater and/or greywater systems could be applied to Council assets such as the Council Offices, Trinity Road.
- Request that the findings of these requests be delivered by officers through a briefing note to Members'.

13. **Next meeting**

The next meeting of Full Council will be on Wednesday 22nd November 2023.

14. **Matters exempt from publication**

If Council 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 Council to pass a resolution in accordance with the provisions of section 100A of the Local Government Act 1972 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

Council 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 minutes from the meeting on 19th July 2023 (Pages 105 - 108)**

Purpose

To approve the minutes from the 19th July 2023, if they have not already been done so at Agenda Item 3

(END)