



COTSWOLD  
DISTRICT COUNCIL

Tuesday, 17 September 2024

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## COUNCIL

A meeting of the Council will be held in the Council Chamber - Council Offices, Trinity Road, Cirencester, GL7 1PX on **Wednesday, 25 September 2024 at 2.00 pm.**

Rob Weaver  
Chief Executive

To: Members of the Council

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

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 Council is 9 members.
2. **Declarations of Interest**  
To receive any declarations of interest from Members relating to items to be considered at the meeting.
3. **Minutes (Pages 11 - 50)**  
To confirm the minutes of the meeting of Council held on 31 July 2024.  
  
The exempt minutes at item 16 can be taken as read unless Council wishes to discuss the content (in private session).
4. **Unsung Heroes Awards**  
For the Chair of Council to award the Unsung Heroes Awards.
5. **Announcements from the Chair, Leader or Chief Executive (if any)**  
To receive any announcements from the Chair of the Council, the Leader of the Council and the Chief Executive.
6. **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.
7. **Member Questions (Pages 51 - 56)**  
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 were submitted before the publication of the agenda:

**Question 1 from Councillor David Fowles to Councillor Mike Evemy, Cabinet Member for Finance**

Over the weekend of 7th and 8th September, a severe leak resulted in a huge amount of rainwater entering Trinity Road causing extensive damage to ceilings, storage rooms, paper files and the electrical system such that neither the heating nor security systems were operational.

To my knowledge, over the 20 years I have worked in Trinity Road there have been several very heavy rainfalls (particularly the floods of 2007) but no significant leaks or damage.

Why has rainwater caused such extensive damage just after £1 million plus has been spent on major works to the roof? What steps are being taken to identify the cause and who is liable for the costs?

**Question 2 from Councillor Tony Slater to Councillor Mike Evemy, Cabinet Member for Finance**

The recent flood at Trinity Road caused significant damage to the building, critical IT infrastructure and stored documents, and had a seriously detrimental impact on the ability to work effectively from the building.

Please can you confirm that all critical data and records, whether stored digitally or in paper hard copy, were safely recovered and not compromised in anyway and what control measures are in place to ensure the resilience of CDC infrastructure in the future?

**Question 3 from Councillor Len Wilkins to Councillor Joe Harris, Leader of the Council**

Following the recent cyber-attack on neighbouring Tewkesbury Borough Council, please could you confirm that discussions will take place with Tewkesbury and other specialist external bodies involved in resolving the matter, to fully understand the causes and any lessons that can be learnt?

Are you satisfied that member and staff training on cyber security is sufficient and there is a policy of continual improvement in this area to battle this ever-evolving threat?

**Question 4 from Councillor Julia Judd to Councillor Mike Evemy, Cabinet Member for Finance**

Missed waste collections in Ermin Ward and other parts of the district over the last three months have been prolific, happily I can report that they have abated, but not yet ceased. However, throughout this period some residents have been unable to use the CDC website missed waste collection reporting tool, because a missed collection in their area had already been reported. This caused great frustration and concern, not only because missed collections could not be logged, but they could not tell what type of waste had already been reported, so people were left in the dark. Furthermore, many villages who had reported missed collections were not included in the published list. Is the reporting tool being redesigned to make it more accessible, accurate, transparent and easy to use?

**Question 5 from Councillor David Fowles to Councillor Joe Harris, Leader of the Council**

Given the Deputy Prime Minister's enthusiasm for a nationwide introduction of a 4-day working week, could the leader confirm that the Liberal Democrat administration have no plans to introduce a 4-day working week for staff at CDC?

**Question 6 from Councillor Daryl Corps to Councillor Joe Harris, Leader of the Council**

Your intention to build more, much needed, social-rented homes in the District is well publicised.

What steps has this administration taken since May 2023, and what plans do you have in place, to build more social-rented homes and how many new units do you envisage these plans will deliver by 2030?

**Question 7 from Councillor Gina Blomefield to Mike Evely, Cabinet Member for Finance**

Having recently looked at the freshly renovated parts of the Trinity Road building which Watermoor Point are now marketing as office space on behalf of the council I was amazed at how big an area it is when also taking into account the various side offices on two floors off the main atrium. As I understand it there has been some interest, but no tenants are yet signed up.

How attractive are the rents compared to those in Watermoor Point itself and is consideration being given to lower them should the market dictate, to attract tenants and much needed income from this asset?

8. **Petition: Retain the public toilets in the High Street/Market Square, Stow-on-the-Wold**  
(Pages 57 - 60)

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. Make recommendations 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.

9. **District Boundary Review - Council Size Proposal (Pages 61 - 110)**

Purpose

For Full Council to consider the draft Council Size Proposal for submission to The Local Government Boundary Commission for England (LGBCE).

Recommendation

That Council resolves to:

1. Approve the draft Council Size Proposal (Annex A) for submission to The Local Government Boundary Commission for England.
2. Delegate authority to the Business Manager for Democratic Services, in consultation with the Chief Executive Officer and the Chair of the Boundary Review Working Group, to finalise the Council Size Proposal document to reflect the discussion at full Council (if required) and to make other minor amendments to improve the document prior to submission.

10. **Treasury Management Outturn 2023/24 (Pages 111 - 126)**

Purpose

To receive and discuss details of the Council's Treasury management performance for the period 01 April to 31 March 2024.

Recommendation

That Council resolves to:

1. Note the Treasury Management performance for the period 01 April 2023 to 31 March 2024;
2. Approve the Treasury Management Outturn Report for 2023/24.

11. **Sewage Summit Update (Pages 127 - 140)**

Purpose

The purpose of the report is to provide an update to all Councillors on the Sewage Summit event that took place on 8 July 2024, the meetings held with the 3 water companies and 2 workshops that took place leading up to the event, along with outlining a series of recommendations associated with these.

Recommendation

That Council resolves to:

- I. Note the report and approve the following recommendations;
  - a. The Chief Executive writes to Government requesting they:
    - i. Make Water Companies Statutory Consultees for both Development Control and in preparing Local and Strategic Plans;
    - ii. Introduce clear mandatory controls on storm water drainage for all development.
  - b. Introduce a validation checklist and matrix of Grampian conditions.
  - c. Incorporate policies within the new Local Plan to optimise water efficiency for new houses.
  - d. Consider, subject to a business case and affordability including in the 2025-26 budget process funding for a specialist Officer to work with the Flood Risk Management Team and Planning service to liaise between Developers and the Water Companies along with related bodies.

- e. Continue to develop an effective Communication Strategy to outline to residents the statutory obligations and powers of each local government body and other relevant organisations such as the Environment Agency.

**12. Report of the Constitution Working Group - Planning Protocol and Scheme of Delegation (Pages 141 - 174)**

Purpose

To consider updates to the planning scheme of delegation and the planning protocol following review in practice of the updated format of those parts adopted from 1 April 2024, for the benefit of all stakeholders.

Recommendation

That Council resolves to:

1. Approve the changes and corrections to the Scheme of Delegation in respect of the Planning & Licensing Committee.
2. Approve the changes and corrections to Planning Protocol in respect of the Planning & Licensing Committee.

**13. Review of Standards Arrangements (Pages 175 - 200)**

Purpose

To consider the adoption of procedure rules for the Standards Hearings Sub-Committee and a review of the Council's arrangements for dealing with complaints under the Code of Conduct.

Recommendation

That Council resolves to:

1. Approve the updated arrangements for dealing with code of conduct complaints;
2. Approve the procedure for the Standards Hearing Sub-Committee and to delegate authority to the Director of Governance & Development to make minor amendments to the procedure.

**14. Notice of Motions**

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

**14.1 Motion A: Safety of lithium batteries in e-scooters and e-bikes & their disposal**

Proposer: Councillor Nikki Ind

Seconder: Councillor Mike McKeown

Whilst Full Council recognises the significant environmental benefits of electric-powered micromobility vehicles, such as e-scooters and e-bikes, in reducing CO2 emissions—particularly as transport remains the largest source of CO2 in the Cotswolds—we believe it is essential to address the growing safety concerns surrounding lithium batteries. By supporting the Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill, we aim to ensure that safety standards keep pace with the increasing use of these vehicles, allowing us to continue promoting low-carbon transport solutions while protecting public safety.”

Whilst we have been lucky so far in the Cotswolds, lithium battery fires are

on the increase – there have been over 1000 in the past few years, nearly 200 injuries, and over a dozen fatalities and the cost to the UK runs into £billions.

It is important to clarify that the safety concerns raised in this motion are specifically related to lithium batteries in e-bikes and e-scooters, where the higher risk of fire incidents is largely due to poor quality standards and substandard components. This motion seeks to address those issues by advocating for stronger safety regulations, rather than any intrinsic problems with the technology itself. It is also important to note that there are no significant safety concerns with electric vehicle (EV) car batteries, which undergo stringent testing and have a lower fire risk compared to petrol, diesel, and hybrid vehicles. By improving standards for micromobility batteries, we can support safer, sustainable transport options without undermining the broader transition to electric vehicles.”

Electrical Safety First, with cross-party support, is promoting the Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill. A Bill to make provisions regarding the safety of electric-powered micromobility vehicles and of lithium batteries and to ensure greater safety in the use and disposal of lithium batteries. The proposed legislation covers:

- Safety Assurance – this clause mandates a third-party safety assessment, conducted by a government-approved body, for all e-bikes, e-scooters, and their lithium-ion batteries before they enter the UK market. This process mirrors safety measures in place for other high-risk products like fireworks and heavy machinery
- Responsible Disposal – this clause requires the Government to make regulations ensuring the safe disposal of lithium batteries once their lifecycle ends.
- Comprehensive Fire Safety – this clause assigns the Government the responsibility of comprehensively addressing fire-related concerns – involving enhancing safe usage, charging and storage practices for these devices. It includes setting standards for conversion kits and charging systems and considering a temporary ban on the sale of universal chargers that heighten fire risks.

Electrical Safety First has the support of many national organisations, including the National Fire Chiefs Council, local Fire and Rescue Services, insurance companies and various organisations who have issued warnings regarding the lithium-ion battery situation.

Full Council notes that:

- Fires caused by lithium-ion batteries in e-scooters and e-bikes have multiplied fourfold since 2020
- The UK is now facing a projection of nearly one e-bike or e-scooter fire per day this year, a significant leap from just over one per week in 2020
- This issue is widespread across the UK – in the last 18 months, battery fires in over 150 UK parliamentary constituencies have occurred

Full Council therefore resolves to:

1. Support the Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill;
2. Request that the Leader of the Council writes to MP's Sir Geoffrey Clifton-Brown and Dr Roz Savage MBE to provide notice that the motion has been passed - request that the Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill is supported in Parliament;
3. Request that the Leader of the Council writes to the organisers of the cross-party campaign for the Bill, expressing our support ([electricalsafetyfirst.org.uk](http://electricalsafetyfirst.org.uk)).

**14.2 Motion B: Ambulance motion**  
Proposer: Councillor Paul Hodgkinson  
Seconder: Councillor Gina Blomefield

Council notes with concern the latest ambulance response times for the Cotswold district. For category 1 cases the target time to arrive at a patient's home is 8 minutes on average but in the Cotswolds this is running at 13 minutes and has been increasing this year. Northleach and Bourton Vale wards are running at 22 minutes. For category 2 cases the target is 18 minutes but this is running at 57 minutes. Chedworth and Churn Valley Ward is the joint worst in the county at one hour, 2 minutes. Council also notes the excellent work of first responders and paramedics who are doing their best in challenging times.

Residents want to feel reassured that the South Western Ambulance Service NHS Foundation Trust (SWASFT) (described as having the worst performance of all ambulance trusts in the country in a recent County Council Health Overview and Scrutiny Committee report) is taking steps to improve.

Council instructs the Chief Executive to write to the CEO of SWASFT asking him for a full report on what steps he will be taking to improve ambulance response times in the Cotswold District as well as providing more support to grow the Community First Responder teams whose assistance is invaluable and thereafter invite him to attend the Overview and Scrutiny Committee to discuss his report and the actions resulting from it. Council also instructs the Chief Executive to write to the Chair of the county's Health Overview and Scrutiny Committee asking that committee to express this Council's concerns at its next meeting and to regularly scrutinise ambulance performance as a standard agenda item. Finally, Council instructs the CEO to write to our two MPs asking them to raise this issue in Parliament and to lobby SWASFT on our behalf.

**15. Next meeting**  
The next meeting of Council will be held on Wednesday 27 November 2024 at 2pm.

**16. 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.

17. **Exempt minutes from the meeting of Council on 31 July 2024 (Pages 201 - 204)**

(END)