



Notification of Draft  
Decisions Thursday, 9 January 2025

**Notice of Draft  
Decisions of Cabinet -  
Thursday, 9 January 2025**

**1. Apologies**

No apologies for absence were received.

**2. Declarations of Interest**

There were no declarations of interest from Members.

There were no declarations of interest from Officers.

**3. Minutes**

The purpose of this item was to consider the minutes of the meeting of Cabinet on 5 December 2024. There were no amendments to the minutes.

RESOLVED that the minutes of the meeting of the Cabinet held on 5 December 2024 be approved as a correct record.

Proposed by Cllr Joe Harris and seconded by Cllr Mike Evey.

Voting Record: 5 For, 0 Against, 2 Abstention

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

There was one recommendation from Overview and Scrutiny Committee relating to a report the Committee had considered on the Climate and Ecological Emergency meeting held on 6 January 2025

Recommendation - That the Council ensures that it has processes in place for testing and developing the value of the work it is undertaking on the climate and ecological emergency with a view to providing positive ongoing investment in this field.

The Chair stated that the recommendation was accepted. The Council has adopted governance and decision-making processes that give significant priority to climate change. All reports prepared for decision-making purposes now include a mandatory section on the



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implications for the Climate and Ecological Emergencies. Additionally, the council is trialling a Sustainability Impact Assessment Tool, designed to ensure that sustainability considerations are reviewed at key stages of projects including the design stage when beneficial changes can still be made. The tool ensures for example that: the carbon implications of building/operating new buildings is assessed; opportunities to mitigate negative impacts by design are identified; facilities and access to sustainable transport are provided; and ecological enhancement in site landscaping is maximised

**8. Business Rates Relief 2025/2026, retail, hospitality and leisure scheme**

The purpose of the item was to consider a scheme of rate relief for retail premises as outlined by Government in the Autumn Statement 2024.

The Deputy Leader and Cabinet Member for Finance and Transformation introduced the item.

The recommendations were proposed by Councillor Evely, Deputy Leader and Member for Finance and Transformation, and seconded by Councillor Harris, Leader.

RESOLVED that Cabinet :

1. APPROVE the Retail, Hospitality and Leisure scheme as set out in Annex A for 2025/2026
2. DELEGATE authority to the Interim Executive Director for Resident Services to award such reliefs

Voting Record 7 For, 0 Against, 0 Abstention

**9. Counter Fraud and Enforcement Unit Collaboration Agreement**

The purpose of the item was to seek approval of the Counter Fraud and Enforcement Unit Partnership Collaboration Agreement between Cheltenham and Tewkesbury Borough and Cotswold, Forest of Dean, Stroud and West Oxfordshire District Councils.

The Deputy Leader and Member for Finance and Transformation introduced the item.

The recommendations were proposed by Councillor Evely, Deputy Leader and Member for Finance and Transformation, and seconded by Councillor Hodgkinson, Cabinet Member for Health, Culture and Visitor Experience

RESOLVED that Cabinet:



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1. RECOMMEND TO COUNCIL to approve entering into the Counter Fraud and Enforcement Unit Partnership Collaboration Agreement (The revised agreement is for 10 years with an option to extend for up 3 years at a time. There is no limit on the number of times the agreement can be extended).
2. NOTE that there is an option for Cotswold District Council to cease acting as host on 31 March in any year of the term by giving the other Councils 18 months' notice.
3. NOTE that any Council can leave the agreement on the service of 12 months' notice to expire on the 31 March

Voting Record 7 For, 0 Against, 0 Abstention

**10. Corinium Museum Collections Development and Human Remains policies**

The purpose of the item was to review and approve the Collections and Human Remains Policies of the Corinium Museum, and to agree a delegation to the Cabinet Member for Health, Culture and Visitor Experience

The Cabinet Member for Health, Culture, and Visitor Experience introduced the item.

The recommendations were proposed by the Councillor Hodgkinson, Cabinet Member for Health, Culture, and Visitor Experience, and seconded by Councillor Layton, Cabinet Member for Housing and Planning.

RESOLVED that Cabinet:

1. APPROVE the Collections and Human Remains Policies of the Corinium Museum;
2. DELEGATE authority to the Cabinet member for Health, Culture, and Visitor Experience to determine accession and deaccession requests and agree the Museum's Forward Plan

Voting Record 7 For, 0 Against, 0 Abstention

**11. Disabled Facilities Grants Policy Update**

The purpose of the item was to seek Cabinet approval for the implementation of the updated Disabled Facilities Grant Policy.

The Policy brought all Gloucestershire districts together to ensure equity for people with disabilities and enable a countywide statement of intent, (local delivery differences where appropriate) and was presented following template guidance from Foundations, the National Body for Disabled Facilities Grants in England.



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The Cabinet Member for Housing and Planning introduced the item.

The recommendations were proposed by Councillor Layton, Cabinet Member for Housing and Planning, and seconded by Councillor Bloomer, Cabinet Member for Communities

RESOLVED that Cabinet:

1. APPROVE the updated Disabled Facilities Grant Policy, subject to availability of Disabled Facilities Grant funding from the Better Care fund annual allocation.
2. CONTINUE TO DELEGATE AUTHORITY to approve Discretionary Disabled Facility Grant funding as per the Council's Constitution.
  - Up to £2,500 - Service Manager/Lead
  - Up to £10,000 - Head of Service/Business Manager
  - Up to £50,000 – Assistant Director/Director
  - Over £50,000 – Section 151 Officer and CEO
3. APPROVE the key updates to the policy that:
  - a) Mandatory Grants - where the applicant is an owner occupier, and the grant value is over £5,000 a local land charge up to £10,000 may apply for 10 years
  - b) Discretionary Grants – a local land charge may apply dependent upon the nature and value of the DDFG as outlined in Appendix B – Types of Assistance

Voting Record 7 For, 0 Against, 0 Abstention

**12. Financial Performance Report - Q2 2024/25 (Update)**

The purpose of the item was to set the budget monitoring position for "Planning Services" for the 2024/25 financial year.

The Deputy Leader and Cabinet Member for Finance and Transformation introduced the item.

The recommendations were introduced by the Deputy Leader and Member for Finance and Transformation.

RESOLVED that Cabinet:

REVIEW and NOTE the financial position set out in this report

No vote required.

**14. Contract Award for the Parking ICT system**

The purpose of the item was to agree the contract award for the Parking ICT system.



**COTSWOLD**  
District Council

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The Cabinet Member for Health, Culture, and Visitor Experience introduced the item. The Chair stated that the decision could be taken in public provided there were no detailed questions around the exempt annex.

The recommendations were proposed by Councillor Hodgkinson, Cabinet Member for Health, Culture, and Visitor Experience, and seconded by Councillor Evemy, Deputy Leader and Member for Finance and Transformation.

RESOLVED that Cabinet:

APPROVE the recommendation by officers to award the contract for the Parking ICT system to the preferred contractor as outlined in the Exempt Annex B. The contract length is 4 years plus 1.

Voting Record 7 For, 0 Against, 0 Abstention

**Date of Publication: Friday 10 January 2025**  
**Closing Date for Call-In: Friday 17 January 2025**  
**Action Embargoed until: 20 January 2025**