



COTSWOLD
District Council

Tuesday, 14 January 2025

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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, 22 January 2025 at 2.00 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 Evely, David Fowles, Joe Harris, Mark Harris, Paul Hodgkinson, Nikki Ind, Angus Jenkinson, Julia Judd, Juliet Layton, Andrew Maclean, Helene Mansilla, Mike McKeown, Dilys Neill, Nigel Robbins, Gary Selwyn, Tony Slater, Lisa Spivey, Tom Stowe, Jeremy Theyer, Clare Turner, Chris Twells, Michael Vann, Jon Wareing, Ian Watson, Tristan Wilkinson and Len Wilkins and Andrea Pellegram).

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 7 - 16)
To confirm the minutes of the meeting of Council held on 27 November 2024.
4. **Announcements from the Chair, Leader and Chief Executive**
To receive any announcements from the Chair of the Council, the Leader of the Council and the Chief Executive.
5. **Unsung Heroes Award**
For the Chair of Council to award the Unsung Heroes Awards.
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 17 - 26)
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 prior to the publication of the agenda:

Question 1 from Councillor Judd to Councillor Layton, Cabinet Member for Housing and Planning.

On Friday 20 December, I emailed cil@cotswold.gov.uk asking for support to find out if one of my parishes can use their CIL payments to enhance the school Wi-Fi so that the Parish could use the Wi-Fi for CCTV which they will be installing to disrupt ASB in their village. At the time of writing, neither I, nor the Parish Clerk have received a reply.

Please could members be updated on the current CIL process to include what is the procedure to get the ball rolling to help parishes receive CIL money for their projects, what criteria is applied and who makes the decision on whether the needs of the Parish meet the criteria?

Question 2 from Councillor Blomefield to Councillor Layton, Cabinet Member for Housing and Planning.

Many councils including Harlow District Council have introduced civil penalties for rogue landlords who fail to keep their properties to the Decent Home Standard with potential fines of up to £30,000 for non-compliance.

Whilst I very much hope that there are very few tenants suffering from sub-standard housing across the Cotswolds, where it does happen it can be a very serious issue for the tenants' health and wellbeing, and access to help to remedy their problems is essential.

Does CDC have a process whereby social and private tenants can report poor conditions in their housing, and, if so, what actions are taken to ensure the responsible landlord brings the property up to standard or is otherwise penalized?

Question 3 from Councillor Fowles to Councillor Evemy, Deputy Leader and Cabinet Member for Finance and Transformation

When the decision was taken in March 2022 to refurbish and then let a sizeable part of Trinity Road as serviced offices, the business case presented to Council projected an annual return of 12.3% on the £1,345,000 capital investment. Following the appointment of Watermoor Point a few months ago to both let and manage the site; it appears that the building is still largely unlet. This is against the backdrop of the main Watermoor Point being fully occupied. Now that the works are completed, please could you confirm the final total costs of this capital investment project, the revised anticipated annual return and provide the Council with an update on how many tenants have signed up to date and what space is still unoccupied?

Question 4 from Councillor Blomefield to Councillor Layton, Cabinet Member for Housing and Planning.

There are reports from elsewhere in the Country of developers struggling to secure viable bids from housing associations to fulfil the social and affordable housing which developers are obliged to deliver under planning agreements with local authorities.

This has the potential to delay developments or alter the balance of planned housing projects, posing a significant barrier to meeting local authority targets. Are you aware of any similar problems in the Cotswolds and how much of a concern could this be given the likely increase in development in the coming years?

Question 5 from Councillor Theyer to Councillor Wilkinson, Cabinet Member for Economy and Environment

5 months after the re-zoning of rounds caused huge disruption to waste collections across the district, there are still an unacceptable number of missed collections in Sandywell Ward and presumably across the district. Why, after such a significant time, is this impact still being felt?

Question 6 from Councillor Corps to Councillor Wilkinson, Cabinet Member for Economy and Environment

When new housing developments are first built, developers often hand over the maintenance of public areas and assets, such as dog waste bins, to a resident's management company.

Over time, as these developments become established, local authorities—such as the County Council for highways and the District Council for public waste management—generally adopt responsibility for these assets.

Given the huge numbers of new housing CDC is planning for the district, and the inevitable rise in demand for dog waste bins on public footways, what steps has Cotswold District Council taken to ensure it has the necessary resources in place to effectively manage both the current and anticipated increase in dog waste bins?

8. **Counter Fraud and Enforcement Unit Collaboration Agreement** (Pages 27 - 60)

Purpose

To seek approval to 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.

Recommendation

That Council resolves to:

1. Approve the Council entering into the Counter Fraud and Enforcement Unit Partnership Collaboration Agreement.

9. **Report of the Constitution Working Group** (Pages 61 - 70)

Purpose

To consider proposals from the Constitution Working Group to modernise the Constitution:

- i) to update Part D8 of the Constitution relating to the Chief Executive's Urgency Powers, and,
- ii) introduce a Local Ward Member Protocol.

Recommendations

That Council resolves to:

1. Authorise the Director of Governance & Development (Monitoring Officer) to update Part D8 - Matters of Urgency, in the Constitution
2. That Council approves the addition of a Local Ward Member Protocol into the Constitution.

10. **Moreton-in-Marsh Working Group Membership** (Pages 71 - 84)

Purpose

To confirm membership of the Moreton-in-Marsh Working Group; and to approve an updated Working Group Terms of Reference.

Recommendations

That Council resolves to:

1. Approve the membership of the Moreton-in-Marsh Working Group; and
2. Approve an updated Moreton-in-Marsh Working Group Terms of Reference.

11. **Community Governance Review - Upper Rissington** (Pages 85 - 90)

Purpose

To approve and adopt the Terms of Reference for a Community Governance Review, with draft proposals

Recommendation

That Council resolves to:

1. Approve and adopt the Terms of Reference for consultation.

12. **Programme of Meetings for 2025/26** (Pages 91 - 106)

Purpose

To set a programme of Council and Committee meetings for 2025/26.

Recommendations

That Council resolves to:

1. Agree to move the date of the next budget meeting from Wednesday 26 February 2025 to Monday 24 February 2025 at 6.00pm.
2. Agree the programme of meetings for 2025/26 as set out in Annexes A and B.
3. Delegate authority to the Director of Governance and Development (Monitoring Officer), in consultation with Group Leaders, to make changes to the programme of meetings in the event that there is any future decision of Council to change the committee structure or committee remit that impacts the programme of meetings.
4. Delegate authority to the Democratic Services Business Manager to set the meeting dates for the Performance and Appointments Committee.
5. Delegate Authority to the Director of Governance and Development (Monitoring Officer) to set dates for member training and briefing sessions, any working groups established by the Council and any meetings of the Licensing Sub-Committee (Licensing Act 2003 Matters) and the Standards Hearings Sub-Committee (if required).
6. Agree that, subject to any alternative proposals Council considers and agrees, meeting start times will be rolled forwards from 2024/25.

13. **Notice of Motions**

No Motions have been received for consideration at this Council meeting.

14. **Next meeting**

The next meeting of Council will be held on Monday 24 February 2025 if Council agrees the recommendation at agenda item 12 to move the next meeting forward from Wednesday 26 February 2025.