

Council
26/June2025



COTSWOLD
District Council

Minutes of a meeting of Council held on Thursday, 26 June 2025

Members present:

Mark Harris (Chair)	Ray Brassington (Vice-Chair)	
Nikki Ind	Paul Hodgkinson	Lisa Spivey
Claire Bloomer	Andrea Pellegram	Tom Stowe
Patrick Coleman	Angus Jenkinson	Clare Turner
Daryl Corps	Juliet Layton	Michael Vann
Mike Evey	Helene Mansilla	Ian Watson
David Fowles	Mike McKeown	Len Wilkins
Laura Hall-Wilson	Dilys Neill	Tristan Wilkinson
Joe Harris	Tony Slater	

Officers present:

Andrew Brown, Head of Democratic and Electoral Services	David Stanley, Deputy Chief Executive and Chief Finance Officer
Angela Claridge, Director of Governance and Development (Monitoring Officer)	Matt Abbott, Head of Communications
Julia Gibson, Democratic Services Officer	Cheryl Sloan, Business Manager - Business Continuity, Governance and Risk

14 Apologies

Apologies were noted for Councillors Gina Blomefield, Nick Bridges, Andrew Maclean, Jon Wareing, Nigel Robbins and Tony Dale.

15 Declarations of Interest

There were no declarations of interest from Members of Council.

The Deputy Chief Executive Officer left the room for agenda item 4.

16 Appointment to vacant seat on the Planning and Licensing Committee

Councillor Juliet Layton proposed that Councillor Tristan Wilkinson be appointed to the vacant seat on the Planning and Licensing Committee and explained that planning training had been arranged for Councillor Wilkinson. This training would also be available to other members. This proposal was seconded by Councillor Ray Brassington, was put to the vote and agreed by Council.

Council resolved to: APPOINT Councillor Tristan Wilkinson to the Planning and Licensing Committee.

Appointment to a vacant seat on the Planning and Licensing Committee (Resolution)		
Appointment of Councillor Tristan Wilkinson to the Planning and Licensing Committee.		
For	Claire Bloomer, Ray Brassington, Patrick Coleman, Daryl Corps, Mike Every, David Fowles, Laura Hall-Wilson, Mark Harris, Joe Harris, Paul Hodgkinson, Nikki Ind, Angus Jenkinson, Juliet Layton, Mike McKeown, Dilys Neill, Andrea Pellegram, Tony Slater, Lisa Spivey, Tom Stowe, Clare Turner, Michael Vann, Ian Watson, Tristan Wilkinson and Len Wilkins	24
Against	None	0
Conflict Of Interests	None	0
Abstain	None	0
Carried		

Did not vote: Helene Mansilla

17 Appointment of an Interim Chief Executive Officer

Councillor Mike Every, Leader of the Council, thanked members for attending the extraordinary Council meeting and stated that this was a significant moment for the Council. The Leader explained that the Council's Chief Executive Officer, Rob Weaver, had announced his intention to stand down and his last working day would be Monday 30 June 2025. The Leader thanked the Chief Executive Officer for his service and leadership, highlighting key achievements which included:

- The transition of several services back under Council control.
- Working successfully with partners across Gloucestershire, most recently to lay the groundwork for local government reorganisation.
- Leading initiatives to streamline Council operations and service delivery for residents.

With the administration's key objectives achieved and the transition of services due to be largely complete on 1 July 2025, the Chief Executive Officer had concluded that the time was right to seek fresh challenges and spend more time with his young family. The Leader wished the Chief Executive well in his future endeavours.

The Leader explained that over recent weeks the focus had been on finding a suitable successor. This was an important decision for the Council in view of local government reorganisation. The Council needed a Chief Executive who could work with members to ensure that the interests of the residents were heard and to inform the collective proposals for reorganisation in Gloucestershire that would be submitted to the government later in the year. The Chief Executive would need to be able to guide and direct Council staff through the change and uncertainty that reorganisation brings. This was just one challenge; there was also a need to continue to serve residents over the coming years in an increasingly challenging financial environment and to deliver the Council's priorities:

- Ensuring an efficient waste collection service
- Delivering affordable housing with sustainable infrastructure
- Supporting residents through the cost of living crisis
- Responding to the climate emergency
- Ensuring that communities thrive in a prosperous local economy.

The Leader was pleased to propose Jane Portman as Interim Chief Executive Officer, noting that the Selection Panel had been impressed by all aspects of the interview, as well as her credentials and background. The Leader believed that Jane Portman would bring fresh energy and clear leadership and looked forward to working with her.

Councillor Tom Stowe seconded the proposed appointment and paid tribute to the Head of HR for supporting the recruitment process. Councillor Stowe highlighted the recent changes in senior roles and the opportunities ahead. Jane Portman would bring a wealth of experience and a track record of leading organisations through a range of circumstances. It was felt that her experience resonated with the needs of the Council at the current time and that she would bring fresh thinking and constructive challenge at an important time.

The Director of Governance and Development explained that should Jane Portman be unable to start on 1 July 2025 then it was recommended that the Deputy Chief Executive Officer would step up temporarily as Head of Paid Service to cover any gap, hence the Deputy Chief Executive Officer was not in the room.

In questioning and debate, Council noted and highlighted:

- The important role of the Performance and Appointments Committee.
- The term of the interim appointment would be for 6 months but with an option to extend to up to 9 months without the need to come back to Council.
- The financial pressures and the challenge of local government reorganisation.
- The Interim Chief Executive would be coming to the role with valuable qualities and experience to guide the Council through challenging times ahead.

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- Staff were being kept abreast of developments, and a staff briefing was planned for 7 July 2025. Thanks were given to the Head of Comms as well as the Head of HR for the communications that had gone out to staff.

The Leader clarified that Jane Portman was the name to be included in the first and third resolutions. While the Head of HR was confident that the appointee would be able to take up the role on 1 July 2025, it was suggested that Council agree the interim arrangements set out in recommendation 2 should the need arise because the Council had to have a Head of Paid Service.

The Chair drew Council's attention to the recommendations. Having been proposed and seconded, the recommendations were put to a vote and agreed by Council.

RESOLUTION:

Council resolved to:

1. APPROVE the recommendation of the Performance & Appointments Committee's Selection Panel that Jane Portman be appointed as Chief Executive Officer/Returning Officer/Electoral Registration Officer for a period of up to 9 months from 1 July 2025 or the date of commencement in post of a permanent Chief Executive Officer, whichever is earlier, to ensure the Council's statutory duties are fulfilled and provide sufficient time for a permanent appointment to be made;
2. APPOINT the Interim Chief Executive Officer as the Council's Head of Paid Service for the purposes of Section 4 of the Local Government and Housing Act 1989, from 1 July 2025 until a permanent Chief Executive Officer is appointed;
3. APPROVE the recommendation of the Selection Panel that Jane Portman is appointed as Interim Chief Executive Officer (Head of Paid Service), Returning Officer and Electoral Registration Officer with effect from 1 July 2025 or as soon as practically possible after that date;
4. APPOINT, in the event that the Interim Chief Executive Officer is unable to take up the role with effect from 1 July 2025, David Stanley, Deputy Chief Executive Officer, to undertake the role of Head of Paid Service, Returning Officer and Electoral Registration Officer until such time as the Interim Chief Executive Officer is available to take up the role;
5. AUTHORISE the Head of HR to commence the process of appointing a permanent Chief Executive Officer (Head of Paid Service) and Returning Officer / Electoral Registration Officer.

Appointment of an Interim Chief Executive Officer (Resolution)

Council resolved to:

1. APPROVE the recommendation of the Performance & Appointments Committee's Selection Panel that Jane Portman be appointed as Chief Executive Officer/Returning Officer/Electoral Registration Officer for a period of up to 9 months from 1 July 2025 or the date of commencement in post of a permanent Chief Executive Officer, whichever

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is earlier, to ensure the Council's statutory duties are fulfilled and provide sufficient time for a permanent appointment to be made;

2. APPOINT the Interim Chief Executive Officer as the Council's Head of Paid Service for the purposes of Section 4 of the Local Government and Housing Act 1989, from 1 July 2025 until a permanent Chief Executive Officer is appointed;
3. APPROVE the recommendation of the Selection Panel that Jane Portman is appointed as Interim Chief Executive Officer (Head of Paid Service), Returning Officer and Electoral Registration Officer with effect from 1 July 2025 or as soon as practically possible after that date;
4. APPOINT, in the event that the Interim Chief Executive Officer is unable to take up the role with effect from 1 July 2025, David Stanley, Deputy Chief Executive Officer, to undertake the role of Head of Paid Service, Returning Officer and Electoral Registration Officer until such time as the Interim Chief Executive Officer is available to take up the role;
5. AUTHORISE the Head of HR to commence the process of appointing a permanent Chief Executive Officer (Head of Paid Service) and Returning Officer / Electoral Registration Officer.

For	Claire Bloomer, Ray Brassington, Patrick Coleman, Daryl Corps, Mike Evemy, David Fowles, Laura Hall-Wilson, Mark Harris, Joe Harris, Paul Hodgkinson, Nikki Ind, Angus Jenkinson, Juliet Layton, Helene Mansilla, Mike McKeown, Dilys Neill, Andrea Pellegram, Tony Slater, Lisa Spivey, Tom Stowe, Clare Turner, Michael Vann, Ian Watson, Tristan Wilkinson and Len Wilkins	25
Against	None	0
Conflict Of Interests	None	0
Abstain	None	0
Carried		

The Meeting commenced at 4.00 pm and closed at 4.22 pm

Chair

(END)