COTSWOLD
District Council

Wednesday, 25 February 2026

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# CABINET

A meeting of the Cabinet will be held in the Council Chamber - Council Offices, Trinity Road, Cirencester, GL7 1PX on **Thursday, 5 March 2026 at 6.00 pm.**

Jane Portman
Chief Executive

To: Members of the Cabinet
(Councillors Mike Evemy, Juliet Layton, Claire Bloomer, Patrick Coleman, Tony Dale, Mike McKeown, Andrea Pellegram and Tristan Wilkinson).

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 Cabinet is 3 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 - 20)
   To approve the minutes of the previous meeting of Cabinet held on 5 February 2026.

4. **Leader's Announcements**
   To receive any announcements from the Leader of the Council.

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 Cabinet'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 Leader 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**
   No Member Questions have been submitted prior to the publication of the agenda.

   A Member of the Council may ask the Leader or a Cabinet Member 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 Leader 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.

7. **Schedule of Decisions taken by the Leader of the Council and/or Individual Cabinet Members**

To note the decisions taken by the Leader and/or Individual Cabinet Members.

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

To receive any recommendations from the Overview and Scrutiny Committee and to consider any matters raised by the Audit and Governance Committee.

9. **Biodiversity Action Plan** (Pages 21 - 56)

Purpose:

To approve the biodiversity duty report for publication. Publication of this report is a legal requirement for all local authorities and must be completed no later than 26 March 2026.

Recommendations:

That Cabinet resolves to:

1. Approve the biodiversity duty report within Annex A for publication.
2. Delegate to the Assistant Director – Planning Services in consultation with the Cabinet Member for Housing and Planning to make presentational and minor editorial changes for publication.

10. **Gloucestershire Local Nature Recovery Strategy** (Pages 57 - 218)

Purpose:

To endorse the Gloucestershire Local Nature Recovery Strategy.

Recommendation:

That Cabinet resolves to:

1. Endorse the Gloucestershire Local Nature Recovery Strategy.

11. **Infrastructure Funding - Community Infrastructure Levy (CIL) Project** (Pages 219 - 228)

Purpose:

The Community Infrastructure Levy (CIL) is a charge levied on development to help fund infrastructure. It is a vital mechanism for supporting the delivery of infrastructure to underpin sustainable growth across the District, while also creating opportunities for projects that enhance local communities.

The Council introduced a CIL charge in 2019; at which time a process for stakeholders to apply for CIL funding was put in place. Now, with experience of operating the process, is an appropriate time to review it for best practice.

The existing process allows stakeholders to make 'bids' for CIL funding once a year, during the period of March – May. Concise guidance for making bids is available on our website. Once the bid period closes, an officer panel convenes to consider the bids, applying an existing high-level scoring system.

Having now completed two strategic bid rounds under the existing process, the Council has gained valuable insights, supported by stakeholder feedback, into how the process can be further strengthened. A review by officers has identified opportunities to enhance transparency, engagement, collaboration, and ensure ongoing alignment with the Council's strategic priorities and the Development Plan. There are opportunities to improve the effectiveness of the bid cycle, ensuring that CIL funding continues to be allocated legally, responsibly, strategically, and accountably, and in line with the CIL Regulations 2010 (as amended) support development of our area.

The purpose of this report is to seek delegated authority for the Associate Director of Planning, in consultation with the Cabinet Member for Planning and Housing, to implement a programme of enhancements.

Recommendation:

That Cabinet resolves to:

1. Delegate authority to the Assistant Director, Planning Service in consultation with the Cabinet Member for Planning and Housing to implement a CIL Enhancement Programme detailed at Section 3 of this report.

12. **HomeSeekerPlus Policy Review** (Pages 229 - 248)

Purpose:

The HomeseekerPlus Policy has been in place since 2016 and was last reviewed in 2022.

Due to legislative and other changes, the policy needs to be updated. It is considered good practice to consult the public and associated stakeholders on the new policy therefore the HomeseekerPlus partnership is seeking approval to consult and implement suggested changes.

Although there are no recommended or set timeframes for how often allocations policies should be reviewed, it is anticipated that this the revised HomeseekerPlus Policy will remain in place until after the completion of the Local Government Reorganisation.

Recommendations:

That Cabinet resolves to:

1. Approve the draft Policy amendments for public consultation.
2. Delegate authority to the Business Manager for Housing, in consultation with the Deputy Leader and Cabinet Member for Housing and Planning and the Publica Executive Director – Operations, to adopt the new policy following consideration of the consultation responses.

13. **Delegated Approval to Award Contract (Parking)** (Pages 249 - 260)

Purpose:

The purpose of this report is to seek approval of delegated authority to award the contract for pay and display machines for car parks.

Recommendation:

That Cabinet:

1. Delegates authority to the Section 151 Officer, in consultation with the Leader of the Council and the Cabinet Member for Health, Culture and Visitor Experience to award the contract for the supply, installation and on-going services to the most advantageous supplier.

14. **Next Meeting**

The next meeting of Cabinet will be held on 16 April 2026 at 6.00pm.

(END)