



**COTSWOLD**  
District Council

Wednesday, 27 May 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, 4 June 2026 at 6.00 pm.**

A handwritten signature in black ink that reads 'Jane Portman'.

Jane Portman  
Chief Executive

To: Members of the Cabinet  
(Councillors Mike Every, Juliet Layton, Patrick Coleman, Tony Dale, Paul Evans, 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 - 24)  
To approve the minutes of the previous meeting of Cabinet held on 16 April 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 since the publication of the Agenda for Cabinet 5 March 2026.

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. **Waste and Environment - Service Design Options** (Pages 25 - 62)

Purpose

This report sets out a package of waste and recycling service design options to support a cohesive, compliant, and efficient approach to service delivery. It enables Cabinet to consider the removal of some services alongside the introduction and simplification of others, recognising that reductions in recycling income can be mitigated by reduced operating costs and operational efficiencies.

The report describes the rationale, impacts and risks associated with:

- demobilising the Council-provided bring bank service;
- introducing kerbside collections of Plastic Bags and Wrapping in line with Simpler Recycling requirements, including the proposed approach to resident presentation of material; and
- moving to the combined collection of paper and card to simplify collections and improve operational resilience.

Recommendations

That Cabinet resolves to:

1. Agree to the withdrawal of the bring bank service.
2. Agree to the proposed approach for how residents will present the new

recyclable plastics at the kerbside (i.e. in a tied, self-supplied, single-use sack).

3. Agree to a reduction in the size of the standard issue refuse bin (from 180 litre to 140 litre) on a replacement/phased basis.
4. Agree to the new arrangement for the combined collection of paper and card.
5. Notes the financial implications.
6. Grant delegated authority to the Director of Communities and Place in consultation with the Cabinet Member for Environment & Regulatory Services to take the required steps to implement the recommendations above. In terms of timeline: The withdrawal of the bring sites would take place within this financial year, with savings realised at the start of next year; The collection of additional plastics (plastic bags and wrapping) is planned in line with the requirement of Simpler Recycling i.e. to be in place by 1 April 2027. The reduction in the standard bin size would occur at the same time; A shift to mixing paper and card would occur when replacement recycling vehicles start to be used on the collection services.

10. **Asset Management - Abberley House/ Corinium Museum Roof Repair Project** (Pages 63 - 74)

Purpose

To update Cabinet on the Abberley House Roof Repair Project and to seek delegated authority to proceed with the works post the procurement process.

Recommendations

That Cabinet resolves to:

1. Agree that repair work to the roof is to be expedited
2. Delegate authority to the Section 151 Officer, in consultation with the Cabinet Member for Finance, to receive quotations for the repair work and to instruct work to be carried out and to deal with minor matters arising during the works.

11. **Local Government Reorganisation - Structural Changes Order** (Pages 75 - 106)

Purpose

To outline the governance, legal framework, and key arrangements for the Gloucestershire Structural Changes Order, and to seek Cabinet's agreement to submit representations to Government on behalf of Cotswold District Council.

The Government has invited Gloucestershire councils to make representations, which the Secretary of State for Housing, Communities and Local Government will consider when deciding the final content of the Order.

### Recommendations

That Cabinet resolves to:

1. Consider representations to the questions set out by the ministry of Housing, Communities and Local Government (MHCLG) regarding Gloucestershire's Structural Changes Order;
2. Delegate authority to the Leader of the Council to submit formal representations to MHCLG by their deadline of 16 June 2026.

## 12. **Asset Management - Out of District Investment Properties** (Pages 107 - 116)

### Purpose

To seek Cabinet's approval to pursue options for the disposal of out of district Investment property(ies).

### Recommendations

That Cabinet resolves to:

1. Approve the recommendation to actively market all 3 out of district investment properties for disposal.
2. Delegate to the Strategic Head of Housing, Property and Assets to progress negotiations with support from the Assistant Director of Legal Services.

## 13. **Matters exempt from publication**

If Cabinet 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 Cabinet to pass a resolution in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 on the grounds that their presence could involve the likely disclosure of exempt information as described in paragraph 3 of Schedule 12A of the Local Government Act 1972.

Cabinet 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.

### Recommendation

That, in accordance with Regulation 11 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during consideration of Agenda Item 12 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 as per of Part 1 of Schedule 12A to the Local Government Act 1972.

14. **Exempt Annex for Agenda item 12: Asset Management - Out of District Investment Properties** (Pages 117 - 122)

Annex A to Asset Management – Out of District Investment Properties report contains exempt information within the meaning of Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, as it contains information relating to the financial and business affairs of any particular person, including the authority holding that information.

The Annex A to the report is therefore not for publication in accordance with Regulation 12 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

A public summary of the decision will be published following determination of the matter.

(END)