



Notification of Draft  
Decisions Wednesday, 1 July 2026

**Notice of Draft  
Decisions of Cabinet -  
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**3. Minutes**

The purpose of this item was to consider the minutes of Cabinet held on 4 June 2026.

Councillor Andrea Pellegram requested that the word sacks be used in the place of containers on Page 7 of the draft minutes.

Councillor Patrick Coleman requested the addition of the word 'to' before the word seek in Minutes point 247- Asset Management - Abberley House/ Corinium Museum Roof Repair Project.

The recommendation to approve the amended minutes was proposed by Councillor Juliet Layton and seconded by Councillor Paul Evans.

RESOLVED that, subject to the two amendments above, the minutes of the meeting of the 4 June be approved as a correct record.

Voting

7 For, 0 Against 1 Abstention

**9. Planning Enforcement Update**

The purpose of this item was to provide an update on the performance, staffing, and capacity of the Planning Enforcement Team following the transition of planning services back into the Council in November 2024 and the subsequent PAS Peer Review.

It summarised progress against the PAS Action Plan, identified continuing service pressures including recruitment challenges and backlog management, and set out the measures underway to improve resilience, service efficiency, and performance. Cabinet was asked to consider the progress made and note the areas where performance remained constrained.

Councillor Juliet Layton, Cabinet Member for Planning and Housing introduced the



Notification of Draft

Decisions Wednesday, 1 July 2026

report, and noted the challenges associated with existing systems and data retrieval processes, as well as the work underway to support the transition and improvement of the service. To provide additional leadership capacity during this period of change, the committee was asked to endorse the Chief Executive's delegated decision to establish a time-limited enforcement leadership role until 31 March 2028. The additional budget provision required for the post was to be funded from the Council's earmarked Capacity Building Reserve.

The Leader, Councillor Mike Evely added that the Overview and Scrutiny committee had considered the report on 29 June and that the Vice-Chair of the Overview and Scrutiny Committee would present their concerns.

Members of the Committee recognised the value of the Planning Compliance and Enforcement service in providing information and assurance to Members, residents and the wider public, and expressed support for further strengthening the service. The committee noted the findings of previous work, including the PAS review, and acknowledged that significant issues relating to systems and processes had been identified and were continuing to be addressed. The importance of improving these systems was emphasised and the proposed appointment of an officer with the necessary skills and experience to review current arrangements and identify opportunities for improvement was welcomed. The committee encouraged Cabinet to ensure that adequate resources were made available to support this work and to address the existing case backlog, recognising the importance of maintaining an effective and resilient service during the transition to local government reorganisation.

Cabinet Members backed the planned employment contract. The Leader agreed to put the request on the Council Forward Plan and requested that a progress update be added to the Cabinet Agenda for January 2027.

The recommendation was proposed by Councillor Juliet Layton, Cabinet Member for Housing and Planning and seconded by Councillor Mike Evely.

Cabinet RESOLVED to:

1. Endorse the Chief Executive's decision under delegated authority (Part C4 of the Constitution and section 112 of the Local Government Act 1972) to establish and appoint to a time-limited Enforcement Leadership role and



Notification of Draft

Decisions Wednesday, 1 July 2026

approve the additional budget provision required to fund the role to be funded from the Council's earmarked 'Capacity Building Reserve'.

2. Consider a further report, at January 2027 Cabinet which would outline the service performance and highlight any problems or particular highlights.

Voting record:

8 For, 0 Against, 0 Abstentions.

## **10. Service Performance Report - Q4 2025/26**

The purpose of this item was to provide an update on provide an update on progress on the Council's priorities and service performance for Q4 2025/26.

Councillor Mike Evemy, Leader of the Council, introduced the regular quarterly report. It was noted that overall performance against corporate plan targets was generally positive, with a number of indicators performing above target. In particular, missed bin collections were reported as being below target levels, gym membership performance was strong, and residual household waste had reduced, indicating a positive trend in waste reduction.

Members were also asked to note that also noted that a small number of performance areas were below target and had been considered by the Overview and Scrutiny Committee, whose recommendations were included within the report pack. Concerns had been highlighted in relation to land charges turnaround times, with performance not consistently meeting the 10-day target. It was noted that action was underway, including the appointment of a new member of staff, with an expectation that performance would improve.

It was further noted that some historic pressures relating to housing benefit and council tax support processing were continuing to stabilise, with in-quarter performance showing improvement. In relation to planning appeals, Members noted that a higher proportion of appeals had been allowed than the 30% target, although this did not place the Council at risk of designation by Government. It was also noted that this position was linked to the absence of a five-year housing land supply.



Notification of Draft  
Decisions Wednesday, 1 July 2026

Finally, Members noted that while recycling performance had declined in line with national trends, the Council continued to perform comparatively well against other authorities, remaining within the top quartile. It was further noted that although residual waste had decreased, recycling rates had also fallen slightly, reflecting broader national pressures in this area.

Cabinet RESOLVED to note the overall progress on the Council priorities and service performance for 2025-26 Q4 (January – March 2026).

## **11. Financial Performance Report - Q4 2025/26**

The purpose of this item was to set out the full year budget monitoring position for the 2025/26 financial year.

Councillor Patrick Coleman, Cabinet Member for Finance introduced the report which set out recommendations to review and note the outturn position, approve transfers to and from reserves, and carry forward an unspent capital budget of £858,000 into the 2026/27 capital programme.

Members were asked to note that the financial year had concluded in line with previous quarters, with generally positive outcomes and that earlier prudent financial decisions had supported a stable overall position. It was further noted that the Council remained in a sound financial position compared to many other authorities, with continued emphasis placed on maintaining a transparent, accurate and compliant financial framework in preparation for future reporting periods.

Councillor Coleman thanked the Finance Team for their work throughout the year in managing, analysing and reporting the Council's financial position.

The Leader asked Cabinet members to note the Overview and Scrutiny Committee's comments, which expressed concern regarding the financial outturn position associated with UBICO and associated risks, and requested continued close monitoring. Members also noted the Overview and Scrutiny Committee's support for the allocation of £2 million towards local government reorganisation costs, whilst acknowledging that limited central Government funding meant a significant proportion of costs would need to be met by local authorities, including through the use of reserves pending future savings from reorganisation.



Notification of Draft  
Decisions Wednesday, 1 July 2026

The recommendation was proposed by Councillor Patrick Coleman and seconded by Councillor Tristan Wilkinson.

Cabinet RESOLVED to:

1. Review and note the outturn financial position set out in this report.
2. Approve the transfer to and from reserves as set out in Section 6 and Annex C.
3. Approve the carry forward of unspent capital budget included in paragraph 7.5 of £0.858m into the 2026/27 Capital Programme.

Voting record:

8 For, 0 Against, 0 Abstentions

## **12. Strategic Risk Register - Q4 2025/26**

The purpose of this item was to provide an update on the Strategic Risk Register and the mitigation measures in place.

Councillor Mike Evemy, Leader of the Council introduced the report, which was also due to be considered by the Audit and Governance Committee at its meeting on 27 July. It was noted that, in accordance with the Council's Constitution, the Audit and Governance Committee had responsibility for overseeing the Council's risks and risk appetite. However, it was further noted that it was good practice for Cabinet Members, as key decision-makers, to have sight of the Corporate Risk Register and the opportunity to consider and challenge its content.

The contents of the register were noted and a query was raised in relation to the terminology used within the document, seeking clarification on references that were not immediately clear.

Members were asked to note that the Strategic Risk Register would be reviewed on a regular basis and that, as senior leaders of the organisation, they had a responsibility to be aware of and consider the Council's key risks in conjunction with senior officers. It was further noted that additional operational and service-level risk registers existed beneath the corporate register and could be discussed with relevant senior officers as required.



**COTSWOLD**  
District Council

Notification of Draft  
Decisions Wednesday, 1 July 2026

Cabinet reviewed and noted the Strategic Risk Register and mitigation measures.

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**Action Embargoed until: 10 July 2026.**