



Member Questions for Council – 16 July 2025

#	Questioner	Question	Response
1	Cllr Gina Blomefield to Cllr Mike Evemy, Leader of the Council	<p>Question 1:</p> <p>As the second phase of the transition from Publica to CDC was completed earlier this month it would be useful to have an organogram showing the different officers, their roles and lines of command so that as members we can better understand the shape and staffing of the new CDC.</p> <p>When I first became a District Councillor I was given printed organograms of both Publica and CDC which were enormously helpful. Why can these not be provided now, preferably in an online format which can be accessed through the CDC portal and can be updated when required?</p>	<p>It is important that all councillors have access to the structure charts for staff both within the council and in Publica. The new Chief Executive and Head of Paid Service is responsible for managing staff in CDC, and she is reviewing line management arrangements within the Council to ensure strong and robust lines of accountability at all levels.</p> <p>When this work is completed, the structure charts for both CDC and Publica will be uploaded to the Councillor portal.</p>
	Cllr Gina Blomefield to Cllr Mike Evemy, Leader of the Council	<p>Supplementary Question 1</p> <p>Could you please confirm whether the structure chart will also be accessible to all officers? Currently, it is available on the Councillors' portal, but officers sometimes find it difficult to identify the right contact. Additionally, could photographs be included in the chart?</p>	<p>Photographs can be sensitive and are optional for individual staff members to share. However, a structure chart will be uploaded to the Councillor portal and the staff portal to ensure staff and public-facing colleagues know each other and their roles to support good governance and efficiency.</p>



2	Cllr Julia Judd to Cllr Mike McKeown Cabinet Member for Climate Change & Digital	<p>I attended the excellent Retrofit Roadshow on 22 May, held in Kemble Village Hall where I met Justine Mallinson, a talented CDC officer to be proud of, she has extensive knowledge and expertise on retrofit and climate change mitigation for housing. Back-up support from Redbridge was also illuminating.</p> <p>Retrofit in the Cotswolds is a subject for the whole district. We have already corresponded on this subject, but I would like to expand the proposal. Please could district-wide presentations be held in CDC Council Offices in Cirencester and in Moreton-in-Marsh and streamed to make it available to all Members and residents in both the North and South of the district? Furthermore, could such a roadshow be extended to other corners of the Cotswolds such as Chipping Campden, Tetbury and Stow-on-the-Wold?</p>	<p>We are in negotiation with most of the proposed locations to hold a Retrofit Roadshow event over the summer.</p> <p>Retrofit Roadshow Diary</p> <ul style="list-style-type: none">• 22nd July: The Pavilion, Memorial Hall, Lechlade• 12th August: Upper Hall, Chipping Campden Town Hall• August TBC: Redesdale Hall, Moreton-in-Marsh• August TBC: Stow Town Council Offices• 18th September: CDC Council Chamber, Trinity Rd, Cirencester – larger event with partners and local installers. <p>Justine has already been part of an event in Tetbury during Big Green Week. If time allows and there is enough interest, a smaller retrofit-focused event could be held in Tetbury. We are also in talks with Fairford Town Council about holding an event there (if time permits).</p> <p>We are planning to livestream the event in the council chamber. We will investigate live streaming from Moreton too.</p>
	Cllr Julia Judd to Cllr Mike McKeown Cabinet Member	<p>Supplementary Question 2.</p> <p>Is it possible to create a toolkit—with help from officers like Justine Mallinson and others—to</p>	<p>The retrofit program, partially funded by the Southwest Net-Zero Hub, was a good use of public money. Existing guidance mainly targets architects and builders, but additional resources are being developed, including a new</p>



	for Climate Change & Digital	help share and organize information from the Retrofit roadshows more effectively as interest grows?	guide through the Cotswold Climate Action Network. Upcoming events will be recorded and shared online, and more planning guidance—especially for conservation areas—is being added to support residents.
3	Cllr Gina Blomefield to Cllr Patrick Coleman, Cabinet Member for Finance	<p>From my observations the take-up of tenants in the space at Trinity Road managed by Watermoor Point is still very poor measured against the capacity available.</p> <p>Now that it is highly likely that CDC will be dissolved and its functions moved to a new Unitary in the next few years, how is this affecting the appeal of the location as well as the terms and conditions of the letting arrangements of these office facilities at Trinity Road bearing in mind that new tenants will be aware that the future of the building has not yet been decided and so they may only have use of these offices on a relatively short term basis?</p>	<p>CDC Officers have regular quarterly meetings with Watermoor Point and ongoing access to a live dashboard of data on the occupancy and financial performance of the management agreement. There are a mix of spaces that are available to potential tenants ranging from the office space around the side of the atrium to the shared working spaces. The shared spaces may not be occupied by tenants 5 days a week – they may only have a need to occupy for 1 or 2 days a week.</p> <p>The Q4 report from Watermoor Point shows 45% of available office space is occupied, 23.3% of desks are occupied. 5 contracts are out for signature, with marketing and leads for both the Trinity Road and Watermoor sites being active and followed through.</p> <p>The impact from Local Government Reorganisation on the Trinity Road offices is not yet known and may not be resolved for some time to come. It would be premature for the Council to indicate to Watermoor Point that the</p>



			lettings should only be of a relatively short-term nature due to LGR.
	Cllr Gina Blomefield to Cllr Patrick Coleman, Cabinet Member for Finance	Supplementary Question 3: Is it possible to have a breakdown of what the income we're expecting from Trinity Road from the space of his spaces let out at Trinity Road.	I don't have details on the revenue from letting the building at the moment but will inquire and provide the information confidentially if needed. Although I haven't met anyone from Watermoor Point, their impact on the district—especially Cirencester—has been impressive. Since Mitsubishi Motors UK left less than five years ago, the site quickly filled up. Watermoor Point has demonstrated its ability to efficiently manage office space and quickly attract tenants, generating competitive rental income. This success suggests it could effectively manage and generate revenue from the Trinity Road site.
4	Cllr Laura Hall-Wilson to Cllr Tristan Wilkinson, Cabinet Member for Economy and Council Transformation	Following the recent announcement regarding the £120k UKSPF grant awards across the district. Please can you confirm whether the scheme was oversubscribed and if so, what was the total value of the applications received, and how many applications missed out on funding?	26 applications requesting a total of £451,624 were received for the latest round of UK Shared Prosperity funding. One application was subsequently withdrawn. Nine applications totalling £121,468 were approved. 11 applications were eligible for consideration for funding under the Rural England Prosperity Fund (REPF) and were referred to the Assessment Panel for this fund. Five of these applications have been approved for funding under the REPF to date. The others remain under consideration and decisions on allocating the remaining funding are expected soon.



	Cllr Laura Hall-Wilson to Cllr Tristan Wilkinson, Cabinet Member for Economy and Council Transformation	Supplementary Question 4: Given the strong demand for UK SPF grants, do you think it raises concerns that CDC has awarded itself funding for the Town Centres Initiative—a project not yet started or clearly defined—while businesses in Tetbury feel the causes of vacancies are already known and could address them there?	The UK SPF fund is very important, and I’m impressed with how transparently and fairly the money has been allocated. External advice was used, and all proposals were judged on merit through robust discussions. I’m confident the decisions were sound. This fund shows there’s strong demand, and with government funding ending soon, it’s vital we continue supporting such schemes. Local businesses and communities need this support, and it is hoped to see more funding from government in the future.
5	Cllr Len Wilkins to Cllr Mike Evemy, Leader of the Council	Now that the Publica Phase 2 transition is complete, it is a good time to reflect on our agile working arrangements. Please could you confirm what percentage of overall staff time is spent in the office or on site versus working from home?	CDC has an Agile Working Policy and Procedure, agreed in September 2023 Agile Working Policy and Procedure.pdf . This policy provides a framework for consistent and fair practices regarding agile working arrangements, aimed at enhancing efficiency and effectiveness in the workplace. This policy outlines the responsibilities of both employees and management, ensuring that all parties understand their roles in maintaining an agile working culture. This approach is designed to attract talent and improve work-life balance adapting to the changing needs of the workforce.



	Cllr Len Wilkins to Cllr Mike Evemy, Leader of the Council	Supplementary Question 5: I'm disappointed that percentage data is missing and wasn't provided; why are some percentages are unavailable?	Percentages on agile working aren't measured because managers have discretion to run their teams as they see fit within the council's agreed policy. The Chief Executive decides how best to manage staff to meet council objectives, and there's no set monitoring of percentages. If the Chief Executive chose to track this, she could, but in my view it's not necessary.
6	Cllr Tony Slater Cllr Tristan Wilkins Cabinet Member for Economy and Council Transformation	Following the completion of the second phase of the Publica transition, can the member confirm that no further integration work (phase 3) will be undertaken on this project until the outcomes of the local government reforms (LGR) have become clearer, and that there is ongoing discussion between the partner councils to this effect?	<p>There are no further phases planned at this stage. Phase 1 and Phase 2 have been completed successfully with no further integration work planned. Publica and the partner Councils are reviewing the impact of LGR on staff and services and will obtain specific external advice before any further decisions are made.</p> <p>It is important that we focus on our people and the services we provide to our residents. We must ensure that Cotswold District Council residents, the services we provide, and our staff are in the best possible place ahead of LGR.</p>
7	Cllr Corps to Cllr Juliet Layton, Deputy Leader	The Moreton-in-Marsh working group has now been postponed twice and most recently cancelled on 10th June without any notice to	Agenda point 13 of this evening's meeting is for council to approve a single and comprehensive, full update to the local plan. This reflects just how much the planning



	and Cabinet Member for Housing and Planning	<p>members, residents, or local Town and Parish councils.</p> <p>Can you give the residents of Moreton and the surrounding villages a new confirmed date for the first meeting — and ensure that all relevant parties are properly informed this time?</p>	<p>landscape has changed in a short period of time – with government having doubled the number of homes we are required to build in the district every year.</p> <p>Should council move to accept the recommendation, there will be a thorough programme of engagement and consultation across every area of the district. As per the Statement of Community Involvement - a legally binding commitment available on the council's website - we will be engaging rigorously with all interested parties, through a full range of formats – including events, meetings, webinars, social media, press and more. This will give everyone an opportunity to have their say on development in the Cotswold district.</p> <p>We are intending to hold the first meeting of the Moreton Working Group in September. As per point two of the working group's terms of reference, this meeting will be with the four elected members of the district council and will provide a good opportunity to assess the role and shape of this group in light of the change in circumstances and the need to engage and consult more widely across the district.</p>
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	Cllr Corps to Cllr Juliet Layton, Deputy Leader and Cabinet Member for Housing and Planning	Supplementary Question 7: Can we please have a confirmed date for the Moreton-in-Marsh Working Group meeting, which will no doubt be in September?	We're coordinating with officers to find a date that suits everyone, especially with some currently on holiday. Since it's a small meeting with four members and two officers, we want to ensure full attendance. While we can't confirm a specific date yet, we're aiming for September as a suitable timeframe.
8	Cllr David Fowles to Cllr Andrea Pellegram, Cabinet Member for Environment and Regulatory Services	<p>Several years ago, the Lib Dem administration made the decision to remove waste bins in lay-bys across the district to save money</p> <p>The rationale was twofold. Firstly, it was cheaper for Ubico to periodically remove discarded litter left in lay-bys, and secondly, people would take their waste home rather than throw it out of a car window.</p> <p>The neighbourhood watch group, which operates across the Coln valley and Chedworth/Churn valley wards either side of the Fosseway monitor the road and report that waste is regularly strewn across lay-bys and in fields. This, they feel is a poor advertisement for visitors to the Cotswolds.</p>	<p>There was no political decision to remove waste bins from lay-bys. In consultation with officers, Ubico removed litter bins in lay-bys around Cirencester as a trial three years ago because there was an issue with fly-tipping around them. Ubico was asked not to reinstate them.</p> <p>Based on the success of this trial, Ubico has not subsequently replaced any bins in lay-bys that have been damaged or have disappeared.</p> <p>The cost of this part of the service is covered with the Street Cleansing Service budget, which the Council has reviewed due to the need to continually demonstrate Value for Money to our Council Tax payers and residents. The budget for 2025/26 for the wider service is £1.387m - a reduction of £171k over 2024/25, recognising the efficiencies achieved across the service from this type of approach.</p>



		Could you confirm how regularly the lay-bys are swept and whether this approach is saving money?	It is believed that the previous issues with fly-tipping in the lay-bys have decreased. From the perspective of the contractor, they don't receive many/ if any, complaints about cleanliness in laybys. Cleansing teams will stop and remove any litter, if required, from lay-bys. Ubico is unable to litter pick on private land.
	Cllr David Fowles to Cllr Andrea Pellegram, Cabinet Member for Environment and Regulatory Services	Supplementary Question 8: Could Councillor Pellegram please respond in writing to clarify: how often is waste collected from the Fosse Way laybys, and can we review the current situation there, especially considering its impact on local farmers and the unsightly waste problem?	Cllr Every responded in Cllr Pellegram's absence. In response to the question about waste collection on the Fosse Way, we are currently reviewing our street cleansing service, which has an annual budget of £1.5 million. Although there have been no recent changes beyond what Councillor Pellegram outlined, we have commissioned work from APSE to assess the service's effectiveness and propose how the service could be run going forward. The concerns about litter blowing into fields will be considered as part of this review, and input from members will be welcomed to help shape future service provision.