



Action	Officer	Response
5 January 2026 meeting		
Number of outstanding Enforcement Cases	Helen Martin	<p>The most up to date figures are as in the report.</p> <p>For context, The Enforcement Team recently completed a review of its structure and capacity, which resulted in a small restructure introducing a new administrative role and an additional Enforcement Officer post. Two recruitment campaigns have since concluded, and we have successfully appointed to the administrative position, with the new starter joining week commencing 12 January 2026, and to the Enforcement Officer role, who is expected to start in late February or early March. A further recruitment exercise is underway for the Senior and Principal Enforcement Officer roles, with adverts closing on 20 January. These posts are historically challenging to fill, so in the interim, two contractors are covering these positions until the end of February.</p> <p>Alongside completing permanent recruitment and maintaining interim cover where necessary, the team are reviewing internal systems and processes to improve efficiency and streamline case handling. We are also updating the Enforcement Plan to ensure it provides clear service standards, and we are reviewing the website with the aim to improve access to information. These measures, combined with the additional posts already secured, will help the team manage its growing workload more effectively.</p>
Separating missed bins from service failures for rubbish collections	Alison Borrett	We are looking into how best this can be represented but will look to add this detail moving forward to the quarterly reports.



Separating green waste from other recycling waste and normal waste	Alison Borrett	We are looking into how best this can be represented but will look to add this detail moving forward to the quarterly reports.																														
Planning appeals – what is the make up of those that go to appeal – large dev, single houses etc.	Helen Martin	<p>In total, we had 15 allowed appeals, with 9 coming in June and July. This represents 37.5% of appeals being allowed throughout this time period, but this drops to just 20% in Q4. We received 3 allowed costs appeals, all of which related to highways issues.</p> <p>The majority of appeals therefore related to 'Minor Other' development types, typically comprising industrial or more commercial development, and householder schemes. The vast majority were delegated decisions and written representations appeal types.</p> <table> <thead> <tr> <th></th> <th>No.</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>Minor Other</td> <td>5</td> <td>33.3</td> </tr> <tr> <td>Householder</td> <td>5</td> <td>33.3</td> </tr> <tr> <td>Smallscale Major</td> <td>1</td> <td>6.7</td> </tr> <tr> <td>Minor Dwellings</td> <td>1</td> <td>6.7</td> </tr> <tr> <td>LBC</td> <td>1</td> <td>6.7</td> </tr> <tr> <td>Other Change of Use</td> <td>2</td> <td>13.3</td> </tr> <tr> <td>Delegated</td> <td>14</td> <td>93.3</td> </tr> <tr> <td>Committee</td> <td>1</td> <td>6.7</td> </tr> <tr> <td>Written Reps</td> <td>8</td> <td>53.3</td> </tr> </tbody> </table>		No.	%	Minor Other	5	33.3	Householder	5	33.3	Smallscale Major	1	6.7	Minor Dwellings	1	6.7	LBC	1	6.7	Other Change of Use	2	13.3	Delegated	14	93.3	Committee	1	6.7	Written Reps	8	53.3
	No.	%																														
Minor Other	5	33.3																														
Householder	5	33.3																														
Smallscale Major	1	6.7																														
Minor Dwellings	1	6.7																														
LBC	1	6.7																														
Other Change of Use	2	13.3																														
Delegated	14	93.3																														
Committee	1	6.7																														
Written Reps	8	53.3																														



		<p>Written Reps (Fast</p> <table> <tr> <td>Track)</td><td>4</td><td>26.7</td></tr> <tr> <td>Hearing</td><td>3</td><td>20.0</td></tr> <tr> <td>Inquiry</td><td>0</td><td>0.0</td></tr> </table>	Track)	4	26.7	Hearing	3	20.0	Inquiry	0	0.0
Track)	4	26.7									
Hearing	3	20.0									
Inquiry	0	0.0									
Property searches – is the target 10 or 40 days?	Alison Borrett	For Land Charges, the target response time is 10 working days, as set by the Local Land Charges Institute. However, due to higher-than-usual volumes of search requests and an existing backlog, the service is currently advising customers of a more realistic turnaround time of 40 days to help manage expectations. This updated timescale has also been reflected on the website to acknowledge the current workload.									
Culture Support Officer - appointed and how many hours will they be working and how will they be seeking to develop creative Cotswolds action plan?	Joseph Walker	The Leisure and Culture Support Officer was appointed w/c 17 November, and started in post on 20 January. The post is 29.6hrs (4 days) per week. Having this officer in post boosts our capacity to monitor both the leisure and culture contracts held with Freedom Leisure, and gives us additional capacity to convene a wider cultural partnership, through setting up and helping host meetings, and providing a resource to drive forward council owned actions.									
Compost - measuring how much compost we're producing and the amount of carbon that is being captured in it and its contribution to biodiversity?	Peta Johnson	The Council collected 9,331 tonnes of garden waste from households in 2024/25. This material is delivered to Hills. The Council pays for the material to be composted by Hills. Hills produce a product, compost, which they then sell to a range of suppliers. Hills have produced the following data sheet that describes the range of products that they produce: <a href="https://www.hills-waste.co.uk/hubfs/Documents/Compost_Datasheet.pdf">https://www.hills-waste.co.uk/hubfs/Documents/Compost_Datasheet.pdf</a>									



		<p>It is difficult to say the contribution that this makes to biodiversity as it depends on the type of compost that is produced, and its end use.</p> <p>Metrics that describe the carbon emissions of a range of treatment options for garden waste are available. These are currently being reviewed and will be released following review.</p>
Car parking enforcement – Status of enforcement cover across the week and sites.	David Stanley/Maria Wheatley	Parking enforcement cover is across all days of the week including Saturdays and Sundays on a rota. This enforcement covers all car parks.
Trinity Road - how much of the income received from the solar PV as opposed to rent from the tenanted areas. What is the split of that income?	David Stanley	