



Overview and Scrutiny Committee

Meeting: Monday, 15th September 2014 at 6.30 pm in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP

*****Please note that there will be no access to the Civic Suite by the public before 6.30 pm as a private briefing is taking place between 6 pm to 6.30 pm to which all Gloucester City Councillors have been invited*****

Membership:	Cllrs. Lugg (Chair), S. Witts (Vice-Chair), Gravells (Spokesperson), Haigh, Hanman, Lewis, Wilson, Ravenhill, Field, Dee, Taylor, Beeley, Hansdot, Toleman and Pullen
Contact:	Sonia Tucker Democratic Services Officer (Scrutiny Support) 01452 396126 sonia.tucker@gloucester.gov.uk

AGENDA

1.	APOLOGIES AND SUBSTITUTES To receive any apologies for absence.
2.	DECLARATIONS OF INTEREST To receive from Members, declarations of the existence of any disclosable pecuniary, or non-pecuniary, interests and the nature of those interests in relation to any agenda item. Please see Agenda Notes.
3.	MINUTES (Pages 5 - 12) To approve as a correct record the minutes of the meeting held on 21 July 2014.
4.	PUBLIC QUESTION TIME (15 MINUTES) To receive any questions from members of the public provided that a question does not relate to: <ul style="list-style-type: none"> • Matters which are the subject of current or pending legal proceedings, or • Matters relating to employees or former employees of the Council or comments in respect of individual Council Officers
5.	PETITIONS AND DEPUTATIONS (15 MINUTES) To receive any petitions and deputations provided that no such petition is in relation to: <ul style="list-style-type: none"> • Matters relating to individual Council Officers, or

	<ul style="list-style-type: none"> • Matters relating to current or pending legal proceedings
6.	FINANCIAL MONITORING QUARTER 1 (Pages 13 - 22) To receive the report of the Cabinet Member for Performance and Resources which sets out the financial monitoring report details including budget variances, year end forecasts, and progress made against agreed savings targets for the first quarter ended 30 th June 2014. It also highlights some key performance indicators.
7.	RUGBY WORLD CUP UPDATE (Pages 23 - 26) To consider the report by the Cabinet Member for Regeneration and Culture which updates Members on preparations for the 2015 Rugby World Cup.
8.	TREE POLICY - UPDATE ON PROGRESS FOLLOWING IMPLEMENTATION OF NEW POLICY To receive an update on progress made following the recent implementation of the new Tree Policy. Please note: This paper will be published as a separate supplement to the agenda when it is available.
9.	CABINET FORWARD WORK PROGRAMME (Pages 27 - 38) To consider the latest version of the Cabinet Forward Work Programme which is provided for information.
10.	OVERVIEW AND SCRUTINY WORK PROGRAMME (Pages 39 - 40) To consider the latest version of the Overview and Scrutiny Committee Work Programme.
11.	ARRANGEMENTS FOR NEXT OVERVIEW AND SCRUTINY COMMITTEE MEETING ON 13 OCTOBER 2014 An opportunity for the Committee to look ahead to its next meeting on 13 October 2014.
12.	MEMBER UPDATE ON OUTSIDE BODIES' ACTIVITIES To receive verbal updates as appropriate from Members of the Committee who sit as City Council representatives on any of the outside bodies.
13.	DATE OF NEXT MEETING Monday 13 October 2014 at 18.30 hours.

M. Shields

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Martin Shields
Corporate Director of Services and Neighbourhoods

Date of Publication: Friday, 5 September 2014

NOTES

Disclosable Pecuniary Interests

The duties to register, disclose and not to participate in respect of any matter in which a member has a Disclosable Pecuniary Interest are set out in Chapter 7 of the Localism Act 2011.

Disclosable pecuniary interests are defined in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 as follows –

<u>Interest</u>	<u>Prescribed description</u>
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the Council) made or provided within the previous 12 months (up to and including the date of notification of the interest) in respect of any expenses incurred by you carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between you, your spouse or civil partner or person with whom you are living as a spouse or civil partner (or a body in which you or they have a beneficial interest) and the Council (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
Land	Any beneficial interest in land which is within the Council's area. For this purpose "land" includes an easement, servitude, interest or right in or over land which does not carry with it a right for you, your spouse, civil partner or person with whom you are living as a spouse or civil partner (alone or jointly with another) to occupy the land or to receive income.
Licences	Any licence (alone or jointly with others) to occupy land in the Council's area for a month or longer.
Corporate tenancies	Any tenancy where (to your knowledge) – (a) the landlord is the Council; and (b) the tenant is a body in which you, your spouse or civil partner or a person you are living with as a spouse or civil partner has a beneficial interest
Securities	Any beneficial interest in securities of a body where – (a) that body (to your knowledge) has a place of business or land in the Council's area and (b) either – i. The total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or ii. If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, your spouse or civil partner or person with

whom you are living as a spouse or civil partner has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

For this purpose, “securities” means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

NOTE: the requirements in respect of the registration and disclosure of Disclosable Pecuniary Interests and withdrawing from participating in respect of any matter where you have a Disclosable Pecuniary Interest apply to your interests and those of your spouse or civil partner or person with whom you are living as a spouse or civil partner where you are aware of their interest.

Access to Information

Agendas and reports can be viewed on the Gloucester City Council website: www.gloucester.gov.uk and are available to view five working days prior to the meeting date.

For further details and enquiries about this meeting please contact Sonia Tucker, 01452 396126, sonia.tucker@gloucester.gov.uk.

For general enquiries about Gloucester City Council’s meetings please contact Democratic Services, 01452 396126, democratic.services@gloucester.gov.uk.

If you, or someone you know cannot understand English and need help with this information, or if you would like a large print, Braille, or audio version of this information please call 01452 396396.

Recording of meetings

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Any recording must take place in such a way as to ensure that the view of Councillors, Officers, the Public and Press is not obstructed. The use of flash photography and/or additional lighting will not be allowed unless this has been discussed and agreed in advance of the meeting.

FIRE / EMERGENCY EVACUATION PROCEDURE

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions:

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building; gather at the assembly point in the car park and await further instructions;
- Do not re-enter the building until told by a member of staff or the fire brigade that it is safe to do so.



OVERVIEW AND SCRUTINY COMMITTEE

MEETING : Monday, 21st July 2014

PRESENT : Cllrs. Lugg (Chair), S Witts (Vice-Chair) Gravells (Spokesperson), Haigh, Wilson, Ravenhill, Field, Dee, Toleman, Pullen and Patel (substitute)

Others in Attendance

Councillor Jim Porter, Cabinet Member for Environment

Councillor David Norman, MBE, Cabinet Member for Performance and Resources

Mr Matthew Salter, IT Outsourcing Director, Civica

Mr Gary Bell, Civica

Ms J Styles, Partnership Director, (BPO), Civica

Mr Ross Cook, Head of Neighbourhood Services, Gloucester City Council

Mr Jon Topping, Head of Finance, Gloucester City Council

Ms Sadie Neal, Head of Business Improvement, Gloucester City Council

Ms S Tilling, Civica Client Liaison Officer, Gloucester City Council

APOLOGIES : Cllrs. Beeley, Hanman, Hansdot, Lewis, Taylor (substituted by Councillor Patel)

13. APOLOGIES AND SUBSTITUTES

Apologies were received from Councillors Beeley, Hanman, Hansdot, Lewis and Taylor. Councillor Patel was present as a substitute for Councillor Taylor.

14. DECLARATIONS OF INTEREST

There were no declarations of interest.

15. MINUTES

The minutes of the meeting held on 23 June 2014 were approved as a correct record and signed by the Chair.

OVERVIEW AND SCRUTINY COMMITTEE
21.07.14

16. PUBLIC QUESTION TIME (15 MINUTES)

There were no questions from members of the public.

17. PETITIONS AND DEPUTATIONS (15 MINUTES)

There were no petitions or deputations.

18. ALLOTMENTS STRATEGY

The Chair welcomed Councillor Jim Porter, Cabinet Member for Environment and Mr Ross Cook, Head of Neighbourhood Services, to the meeting.

The Cabinet Member presented the Committee with a report which sought adoption, for the purposes of consultation, of an Allotment Strategy for Gloucester City, which detailed how the City Council intended to manage its allotment holding over coming years. Overview and Scrutiny was asked, subject to any comments it wished to make to Cabinet, to note the report.

The Committee discussed the following matters:-

1. Two Members reported that they had not had access to the Allotment Strategy papers until shortly before the meeting. The Cabinet Member responded that he had released the papers for circulation immediately following a Cabinet pre-meeting the week before. It was agreed that this issue would be referred to the Democratic Services Manager.
2. A Member commented that the document lacked clarity and had been left 'open ended'. The Cabinet Member responded that the strategy had been deliberately left 'open ended' as the intention was to canvass allotment associations for their views on the draft document.
3. Clarification was sought on the powers that the proposed allotment associations would have. The Cabinet Member referred the Committee to the list of functions set out at Appendix 1 to the strategy.
4. There was a query on how the associations would continue to operate if individuals left. The Committee noted that the Allotments Officer would have a role in overseeing such matters.
5. A Member asked how allotment associations were constituted and whether other organisations could be regarded as 'associations'. The Cabinet Member replied that any associations would be properly constituted bodies established in accordance with the National Allotment Association. He was aware of five such bodies within the City. Other organisations could form an association if the Council was satisfied that they could operate efficiently.
6. The City Council's statutory responsibilities were discussed with the Cabinet Member confirming that individual letting agreements would remain with the City Council.

OVERVIEW AND SCRUTINY COMMITTEE
21.07.14

7. A Member requested information on the number of allotments that were not maintained and the number of vacant sites. The Cabinet Member agreed to provide this.
8. A Member suggested that the City Council's Neighbourhood Officers could take a proactive role in identifying residents who had large gardens and who would be willing to make them available as prospective allotment plots. The Cabinet Member responded that this was currently being explored. The Member requested an update on this initiative.
9. There was a discussion on plot sizes and the Committee noted that active measures were being taken to halve plots where possible to meet demand for allotments.
10. Clarification was sought on issues regarding what could be grown and kept on individual plots. The Cabinet Member informed the Committee that this could vary from site to site and was subject to approval by the Allotments Officer. Regarding livestock, the Committee's attention was drawn to the recommendations of the Allotment Task and Finish Group in 2007 which had advocated that no livestock, including fowl, should be kept on allotments. The Cabinet Member responded that individual associations might be able to agree adoption of livestock on plots, but that the final decision would have to be made by the City Council.
11. There was a discussion on the Public Open Space strategy which had referred to the identification of new sites for allotments. The Committee noted that new sites were only earmarked for Kingsway. The Cabinet Member explained that it was the intention to look at existing land to see whether any parcels could be redesigned for allotment purposes. A Member expressed concern over the length of the waiting lists in some wards and queried whether the demand could ever be satisfied. The Cabinet Member reiterated that new sites had to be identified from existing land in accordance with the Public Open Space strategy and that he believed the waiting lists were manageable.
12. A Member queried the charging policy for allotments. The Cabinet Member indicated that this depended on the size of the plot and that there were concessions for older people and for those in receipt of benefits. He advised Members that the pricing structure was currently being reviewed with the intention of linking it to the RPI.
13. The Committee noted that private allotment sites were not precluded and would be considered should they become available.
14. The Committee requested that plot sizes should be examined as part of the consultation exercise. The Cabinet Member agreed to take this on board.
15. A Member commented on the practice of sponsored fruit growing and queried how this fitted with the strategy. The Cabinet Member agreed to report back on this issue.

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21.07.14

RESOLVED TO RECOMMEND TO CABINET: That the report be noted.

19. 2013/14 FINANCIAL OUTTURN

The Chair welcomed Councillor David Norman, MBE, Cabinet Member for Performance and Resources, and Mr Jon Topping, Head of Finance, to the meeting.

Members were presented with a report which informed them of the final Council position against agreed budgets for the 2013/14 financial year and which also highlighted key performance indicators. The Committee was asked, subject to any recommendations it wished to make to the Cabinet, to note the report. Members' attention was further drawn to a revision to the recommendations at 2.2 (3) of the report.

Members discussed the following matters:-

1. **Incorrect invoicing (paragraph 6.2).** The Committee noted that agreement had been reached with Amey regarding the accrued income from 2012/13.
2. **Additional cost of interim staff (paragraph 7.5).** The Committee noted that as a result of the recent restructuring exercise this overspend would not recur in 2014/15.
3. **The cost of software and hardware (paragraph 7.6).** The Committee queried why some of these costs were not capitalised. The Head of Finance explained that, where appropriate, capitalisation had taken place. This was part of the closedown process.
4. **Reasons for the Capital Budget underspend on three initiatives under the Housing General Fund.** The Head of Finance agreed to provide these to the Committee.
5. **Reasons for the increase in bad debt provision.** The Head of Finance clarified that the City Council's income collection performance had not deteriorated. The calculation of the bad debt provision had been reviewed as part of required accounting treatment
6. **The fact that the Guildhall had not achieved its budgeted level of surplus.** The Head of Finance reported that the income target for the Guildhall was challenging and that the ongoing service review would look at ways of improving that position in future years.

The Committee placed on record its satisfaction with the performance that had been achieved in 2013/14.

RESOLVED TO RECOMMEND TO CABINET: That the report be noted.

20. ANNUAL PERFORMANCE REPORT CIVICA (REVENUES AND BENEFITS)

OVERVIEW AND SCRUTINY COMMITTEE

21.07.14

The Chair welcomed Mr Gary Bell and Ms Jo Styles from Civica and Ms Sarah Tilling, Client Liaison Officer (Gloucester City Council).

The Committee received an annual update on the Gloucester City Council Revenues and Benefits Partnership with Civica. Arising from the presentation, Members discussed the following matters:-

1. Profit sharing with Gloucester City Council. It was noted that a proposal would be considered by the Strategic Partnering Board at the end of August 2014.
2. The fact that jobs in the Severn Centre were undertaken by mostly local Gloucester people.
3. Information was sought on those cases where DLA had been taken into account when DHP applications had been assessed. The Civica Client Liaison Officer agreed to provide this information to the Committee.
4. A Member queried whether there were any plans to extend the current opening hours of the service. Mr Bell explained that the hours were in line with the City Council's reception and pointed out that many of Civica's customers were actually looking into reducing their operating hours as 'self serve' became increasingly popular.
5. Benefit Fraud Team. It was noted that the two officers who made up the award winning Benefit Fraud Team would shortly be transferring to the Department for Work and Pensions to join a centralised fraud team.
6. Local authority error overpayment percentage. The Committee noted that this figure was very low and arose mostly from cases where customer updates were not processed promptly resulting in an overpayment of benefit.
7. A Member commended Civica for its performance and acknowledged that customers now found it easier to access benefit services.
8. Responding to a query from a Member, Mr Bell explained how the new postal address in Pershore had resulted in increased efficiency and streamlining of the postal process.
9. A Member commented that voluntary sector organisations in the City who were funded by the City Council were unable to compete with the service offered by Civica.

The Committee placed on record its satisfaction with the performance achieved by the Gloucester City Revenues and Benefits Partnership with Civica.

RESOLVED: That the annual performance report be noted.

21. UPDATE ON CIVICA IT PARTNERSHIP

OVERVIEW AND SCRUTINY COMMITTEE

21.07.14

The Chair welcomed Mr Matthew Salter, IT Outsourcing Director, Civica, to the meeting.

Mr Salter briefed Members on progress made by the new IT partnership to date and set out future plans and priorities.

SUSPENSION OF COUNCIL PROCEDURE RULE 6

The Chair drew Committee's attention to the fact that it was now 20.30 hours.

RESOLVED: That Council Procedure Rule 6 be suspended to permit the consideration of the remaining items on the agenda.

The Committee discussed the following matters:-

1. Members' need for an out of hours service particularly for minor issues such as password resetting. Mr Salter confirmed that Civica was hoping to address this issue by building in personal data to password control such as 'name of first school' etc. to avoid Members having to contact the Help Desk. Other measures such as recorded messages on the Help Desk advising when services were down were also being explored.
2. There was a discussion on the public's expectation of increased digital/interactive services. Mr Salter remarked that extra self-service kiosks could be installed in Customer Services.

The Chair thanked Mr Salter for his presentation.

RESOLVED: That the update be noted.

22. NOMINATIONS FOR TASK AND FINISH GROUPS

The Committee confirmed two Task and Finish Groups for the year 2014/15:-

- | | |
|---------|---|
| Group 1 | Management of parcels of unadopted green land |
| Group 2 | Housing Conditions in the Private Rented Sector |

Nominations were sought for 3 Members for each Task and Finish Group. The following nominations were received:-

- | | |
|---------|---|
| Group 1 | Councillor Haigh
Councillor Wilson
Conservative nominee to be confirmed |
| Group 2 | Councillor Smith
Councillor Gravells
Lib Dem nominee to be confirmed |

23. CABINET FORWARD WORK PROGRAMME

OVERVIEW AND SCRUTINY COMMITTEE
21.07.14

The Committee considered the latest version of the Cabinet's Forward Work Programme.

RESOLVED: That the Cabinet's Forward Work Programme be noted.

24. OVERVIEW AND SCRUTINY WORK PROGRAMME

The Committee considered the latest version of its work programme.

RESOLVED: That the Overview and Scrutiny work programme be noted.

25. MEMBER UPDATE ON OUTSIDE BODIES ACTIVITIES

There were no updates on this occasion.

26. DATE OF NEXT MEETING

Monday 15 September 2014 at 18.30 hours,.

Time of commencement: 18.30 hours

Time of conclusion: 20.55 hours

Chair

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Gloucester City Council

Meeting:	Overview and Scrutiny Cabinet	Date: 15 th September 2014 17 th September 2014
Subject:	Financial Monitoring Quarter 1	
Report Of:	Cabinet Member for Performance and Resources	
Wards Affected:	All	
Key Decision:	No	Budget/Policy Framework: No
Contact Officer:	Andrew Cummings – Management Accountant	
	Andrew.cummings@gloucester.gov.uk	Tel: 396231
Appendices:	Appendix 1 – Progress Against Savings Targets Appendix 2 – Capital Programme	

1. Purpose of Report

- 1.1 For Cabinet to note the financial monitoring report details including budget variances, year end forecasts, and progress made against agreed savings targets for the 1st quarter ended 30th June 2014 (Q1). It also highlights some key performance indicators.

2. Recommendations

- 2.1 **Overview and Scrutiny Committee** is asked, subject to any recommendations it wishes to make to Cabinet, to note the contents of the report.
- 2.2 **Cabinet** is asked to **NOTE** that:
- (1) In year savings already achieved total £663k.
 - (2) A further £467k of savings are currently in the process of implementation.
 - (3) The forecast year end position for 14/15 is currently an overspend against budgets of £44k.

3. Background

- 3.1 The figures contained within this report forecast the year end position. This is based on the actual expenditure to the end of Month 3 and forecast forwards based on budget monitoring meetings between service managers and financial services staff.
- 3.2 The financial position for each directorate is presented in a summary table showing the budget for the year as well as final position against budget for the end of the 2014/15 financial year.

- 3.3 At this early stage in the year the figures contained within the tables and analysis assume that all agreed savings will be met. Appendix 1 shows the current progress in achieving those savings. As the year progresses if it becomes apparent that savings will not be met they will be added in as a budgetary pressure.
- 3.4 The 2014/15 budget approved by Council in February 2014 includes agreed savings of £1.38 million. All of the agreed savings have been removed from the budgets of the relevant service area in 2014/15. The savings targets set were front loaded to enable a stronger financial position over the life of the Council's Money Plan. Therefore, if the Council achieves its budgeted position there will be a transfer to the General Fund in 14/15 of £637k. The current forecast overspend of £44k would therefore see an increase in the General Fund of £593k.

4. Council Summary

	2014/15 Budget	Forecast Outturn	Forecast Variance
Services	7,653	7,814	161
Resources	3,794	3,900	106
Funding and Corporate Adjustments	(12,084)	(12,307)	(223)
GCC	(637)	(593)	44

- 4.1 Forecasting a year end position at Q1 is difficult to do with a sufficient degree of accuracy. However, the actual performance at Q1 is basically in line with budget. The current forecast position represents just 0.3% of the net revenue budget for the year of £15.782m. This position will result in an increase in the Council's General Fund balance from £1.869m to £2.462m.
- 4.2 The figures contained within the report assume that all budgeted savings will be made. Appendix 1 indicates that £467k of savings are in progress whilst £250k are at risk. If the savings at risk are not achieved in year the forecast outturn position will deteriorate by the level of savings not made and any expected transfer to the general fund would be reduced accordingly.
- 4.3 The increase of £223k currently forecast in the Funding and Corporate Adjustments area is due to a projected saving on budgeted levels of interest paid on external borrowings. This is as result of the Council's recent treasury management policy of

5. Services and Neighbourhoods

	2014/15 Budget £000	Forecast Outturn £000	Forecast Variance £000
Director	187	201	14
Public Protection	(449)	(391)	58
Neighbourhood Services	5,551	5,464	(87)
Development Services	300	328	28
Housing Services	689	662	(27)
Cultural Services and Tourism	571	733	162
Contact Centre and Customer Services	804	817	13
Total	7,653	7,814	161

- 5.1 A number of budgetary pressures have been identified in the early monitoring of the directorate and at this stage an overspend of £161k is anticipated.
- 5.2 The significant pressure remains the events at the Guildhall. As in previous years the events are not anticipated to reach the surplus which is required by the budget, historically the budget set was at an unrealistic level. The current prediction for this shortfall is £144k. This makes up the majority of the anticipated shortfall within the area of cultural services and tourism. This shortfall is, however, an improvement on the shortfall experienced in previous years. A service review of this area is currently being carried out which has the reduction of the budget deficit as one of its areas of review. As the year continues the progress against targets for the Guildhall will be closely monitored.
- 5.3 A small overspend of £28k is anticipated on Development Services. This area currently has a number of temporary staff filling posts which is creating a cost pressure within the service. It is hoped to offset this against savings due to staff vacancies to balance the position by the end of the year.
- 5.4 The Green Garden Waste Scheme income projections currently show that income is likely to be £57k under the budget against the approved income budget of £630k. Options are currently being explored to bring in additional income during 2014/15 and managers are currently producing financial analysis to try and quantify the impact of those options.

- 5.5 Within the Service Area of Public Protection a budgeted saving of £50k within the markets budget is not anticipated to be made in 2014/15. This creates a potential overspend at this stage of the year but it is hoped that other savings within the service will be sufficient to compensate.
- 5.6 Variances in other service areas remain small and within acceptable tolerance limits for this early stage of the year.

6. Resources

	2014/15 Budget £000	Forecast Outturn £000	Forecast Variance £000
Audit	121	128	7
Business Improvement	1,761	1,809	48
Finance	146	86	(60)
BT & T	648	832	184
Director	90	107	17
Parking	(875)	(905)	(30)
Regeneration and Economic Development	426	398	(28)
HR	323	336	13
Legal, Democratic and Communications	1,154	1,109	(45)
Resources	3,794	3,900	106

- 6.1 A cost pressure is anticipated within the budgets relating to hardware and software purchase and maintenance for BT&T. This is not related to the recent changeover of the BT&T provision to Civica but rather to existing cost pressures within these budgets. The Council is exploring options to procure these items in a more cost efficient manner to keep the future costs within budgeted levels.
- 6.2 Within Business Improvement an overspend is currently predicted of £48k. The Council is making significant investment (circa £100k) to improve systems security being partly offset by other predicted savings within Business Improvement.
- 6.3 A restructuring within Asset Management is predicted to deliver budgeted savings of £100k per annum. The restructuring will take place part way through during 14/15 so only partial savings are anticipated in 2014/15.

- 6.4 Financial Services has reported overspends against budget in previous years due to the use of temporary staff to help with the necessary reorganisation of the department. There are no longer any temporary staff within the department so staffing costs are expected to be on budget with a £60k underspend for the department as a whole.
- 6.5 All other services have the small variances to be expected at this time of year. The combined position for the directorate is an anticipated overspend of £106k.

7. Savings

- 7.1 Appendix 1 shows that £663k of savings have already been successfully implemented in 2014/15. This includes £100k from the Senior Management Restructure, a £100k reduction in the management fee to Aspire and £100k of savings from the new Civica IT contract.
- 7.2 An additional £467k of savings are in progress with managers actively working through plans or seeking proposals to implement the agreed savings. Within the Amey contract there is a likely to be a saving of around £100k due to agreement that has been reached with Amey about changes to the mechanism for the annual inflationary contract price increase. Additional savings of £400k are being identified in discussions between Council officers and Amey. Within Cultural Services the Council is currently using the services of a consultant to review the services provided and seek to provide options for reducing the running costs to the Council. The Head of Regeneration and Economic Development is putting together restructure plans which will achieve that area the required savings of £100k per annum.
- 7.3 Appendix 1 highlights the levels of savings that are considered to be at risk. Budget holders continuously strive to achieve further efficiencies and budget surpluses, as they know that in future years, the Council will have less money than it has currently. Management action will be taken in areas where savings plans are at risk of not being achieved or deficit budgets are being forecast.

8. Capital Programme

- 8.1 The Capital Programme budget for the year, including Housing Expenditure, is £16.001m expenditure year to date is £456k. It must be noted that this is early in the financial year and forecast year end expenditure is £9.25m. Capital Programme projects may run over a number of financial years, which will cause in year variances.
- 8.2 Appendix 2 provides summarised details by area.

9. Supplier Payments

- 9.1 The Council is committed to paying invoices within terms. At the end of Quarter 1, the actual achievement was 93% within 30 days. The details on prompt payment (30 days performance) are:

	<u>TOTAL QUARTER 1</u>	
Number paid within 30 days	2619	93%
Number paid over 30 days	183	7%
Total Invoices paid	2802	
Average Days to Pay (from receipt of invoice to payment date)	9	

10. Financial Implications

- 10.1 Contained in the report

(Financial Services have been consulted in the preparation this report.)

11. Legal Implications

- 11.1 There are no legal implications from this report

(Legal Services have been consulted in the preparation this report.)

12.0 Risk & Opportunity Management Implications

- 12.1 There are no specific risks or opportunities as a result of this report

13. People Impact Assessment (PIA):

- 13.1 A PIA screening assessment has been undertaken and the impact is neutral. A full PIA is not required.

14. Other Corporate Implications

<u>Community Safety</u>	None
<u>Sustainability</u>	None
<u>Staffing & Trade Union</u>	None

Budget Savings Programmes - 2014/15
Appendix 1

Service	Details: aim of the project	2014/15 £000	Achieved £000	In Progress £000	At Risk £000	Not Achieved	Comments
Neighbourhood Services	Amey contract review, ongoing project from 2013/14 with requirement to identify further savings	(500)	(100)	(400)			£100k saving achieved. Continuing discussions with Amey are near conclusion to deliver further savings.
Neighbourhood Services	Environmental Team Review	(100)			(100)		A review of the operations of the Environmental Planning Team is to be carried out to identify potential savings.
Business Improvement	Aspire, ongoing project from 2013/14 with requirement to identify further savings	(100)	(100)				Contract price changed to achieve saving 14/15
Business Improvement	Accommodation Saving	(90)	(90)				
Business Improvement	Grants to VCS	(100)	(100)				
Public Protection	Shopmobility	(50)			(50)		
GLT	Senior Management Restructure		(100)				Early achievement of Senior Management Restructure, saving achieved 14/15 rather than 15/16
Guildhall	Events grant	(10)	(10)				
Public Protection	Market Service	(50)				(50)	No saving expected in 14/15
Development Services	Building Control savings to be gained from Shared Services	(30)	(30)				Will be achieved in year. Long term saving not yet achieved.
Commercial Services	Museums Operational Review	(50)			(50)		Consultant Appointed
Commercial Services	Guildhall Operational review	(50)			(50)		Consultant Appointed
Regeneration	Asset Management Service Review	(100)		(50)		(50)	Proposed Review in place to deliver £100k savings. This will be achieved part way through the year.
Business Improvement	CIVICA, review further savings on contract	(50)	(33)	(17)			Contract price changed to achieve saving 14/15
ICT	BT & T Outsourcing	(100)	(100)				Contract price changed to achieve saving 14/15
		(1,380)	(663)	(467)	(250)	(100)	

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Summarised Capital Programme 2014/15

Directorate	Revised budget 2014/15	Actual Spend to date	Variance	Forecast	C/F-or request 2015/16
Regeneration	5,220,628	253,149	4,967,479	600,000	4,520,628
The Regeneration capital programme includes the City Centre Fund projects, Kings Quarter, repairs to the Eastgate rooftop car park, Commuted Funds for social housing and various building works projects					
Service and Neighbourhoods	2,553,597	142,295	2,411,302	650,000	1,903,597
The Services and Neighbourhoods capital programme includes agreed Section 106 funded projects, the Lottery funded Townscape Heritage Initiative project, the Herbert Reception upgrade, improvements at the Depot, Crematorium and public spaces					
Resources	331,310	8,805	322,505	200,000	131,000
The Resources capital programme covers various IT projects					
Housing General Fund	795,860	121,326	674,534	700,000	95,860
The Housing General Fund capital programme covers various grant funded housing projects, including Disabled Facilities improvements					
HRA	7,100,000	1,217,480	5,882,520	7,108,780	0
The HRA capital programme funds improvements to the GCH managed housing stock					
TOTAL	16,001,395	1,743,055	14,258,340	9,258,780	6,651,085

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Meeting:	Overview & Scrutiny Committee	Date:	15 September 2014
Subject:	Rugby World Cup Update Report		
Report Of:	Cabinet Member for Regeneration and Culture		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Adam Balding, RWC Event Co-ordinator		
	Email: adam.balding@gloucester.gov.uk	Tel: 39-6669	
Appendices:	None		

1.0 Purpose of Report

- 1.1 To update Members on progress against the key issues for the delivery of the Rugby World Cup 2015.

2.0 Recommendations

- 2.1 Overview & Scrutiny Committee are asked to **NOTE** the progress made so far regarding preparations for the Rugby World Cup 2015.

3.0 Background and Key Issues

- 3.1 The report is a summary of where we are to date with regard to the Rugby World Cup 2015, outlining actions completed and actions pending. An earlier update report was presented to the Committee in February, and this report sets out the progress since that time.
- 3.2 As previously advised, preparations for the Rugby World Cup are heavily controlled by the International Rugby Board (IRB), Rugby World Cup Limited (RWCL) and England Rugby 2015 (ER2015). *A copy of the Project Governance arrangements were provided with the February report.*
- 3.3 Delivery of the City's World Cup commitments and preparation is overseen by the City Steering Group. In addition, there is an internal Project Board and a series of sub-groups set up to ensure that each strand of our commitments will be delivered. Progress against the required actions is monitored by ER2015 and, to date, we have achieved all of the deadlines set. The following sub-headings set out the key areas of work currently underway:-

3.4 **Fixtures**

- 3.4.1 In February we were still waiting to hear which qualifiers would be playing at Kingsholm. The complete line-up has now been confirmed and so we now know that Argentina, Georgia, Japan, Scotland, Tonga and the USA will all be visiting Gloucester. The confirmed fixtures are:

RWC kick off times

Kingsholm Stadium	Sat 19 Sept	Tonga v Georgia	Gloucester	12.00pm
Kingsholm Stadium	Wed 23 Sept	Scotland v Japan	Gloucester	2.30pm
Kingsholm Stadium	Fri 25 Sept	Argentina v Georgia	Gloucester	5.00pm
Kingsholm Stadium	Sun 11 Oct	USA v Japan	Gloucester	8.00pm

3.5 **Fanzone**

- 3.5.1 Planning for the Fanzone continues. Gloucester Docks has been agreed as the location for the main fanzone with ER2015. The fanzone will primarily serve the main sponsors for the RWC2015, but outside of the main area the City Council can influence what happens and plans include a family area, non drinking area and a large screen for fans to watch the games.

- 3.5.2 Current issues regarding the fanzone include:

- The layout of the site
- Access / tickets / barriers / security
- Use of Giant Screens
- Catering / toilets
- Tented (covered) areas

- 3.5.3 England Rugby 2015 and Heineken (one of the main sponsors) will be visiting Gloucester in September to view the fan zone area with regards to commercial partner activation.

- 3.5.4 As previously advised, we are looking at a number of events and activities, in and around the fanzone area, that will complement and enhance the visitor experience.

3.6 **Marketing**

- 3.6.1 The Communications and Marketing team helped Visit England with their filming in and around the City as part of the promotional Rugby World Cup Video, that highlighted each of the Host Cities. The video is now available and has been used on a number of occasions to help promote both the World Cup and what Gloucester will have to offer.

- 3.6.2 ER2015, Marketing Gloucester and the Communications and Marketing team have put together a coordinated strategy for the delivery of the key marketing and promotional activities. A Communication and Marketing Plan has been submitted to ER2015 and the related sub-group continues to oversee its delivery.

3.6.3 There are a number of key marketing and promotional milestones and activities taking place during September:

- City Dressing - **Sept 1st – Sept 30th**
 - To coincide with the “Year to Go”, this will see the installation of banners on a number of key routes and locations across the City
- Announcement of the Team Bases - **1st September**
- The “Year To Go” mark - **18th September**
- Volunteering “Try-Outs” - **22nd – 26th September**
 - Events at GL1 as part of the recruitment of volunteers
- Official General ticketing period - **12th – 29th September**
 - The general public will need to register an interest via www.rugbyworldcup.com/frontrow
 - A co-ordinated press release from ER2015, Marketing Gloucester and the Communications and Marketing team will set out the relevant information around this key event.

3.7 **World Cup Legacy**

3.7.1 As previously reported, a World Cup Legacy sub-group has been formed to ensure that the Rugby World Cup lives on long past the Tournament. The aim of the group is to increase participation in rugby and sport generally in schools, colleges and universities. Club engagement at grass roots level is pivotal as this is an area of importance which has been highlighted by both Gloucester Rugby and Gloucestershire RFU.

3.7.2 A number of sites around the City, such as the Cathedral, the Museums and Heritage sites will be used to deliver cultural activities to the wider community with a focus on building a positive visitor experience during the Rugby World Cup.

3.7.3 Further details of the legacy programme will be provided in due course.

3.8 **Events Overview**

3.8.1 As set out in 3.6 above, there are a number of key dates during September, and, to help celebrate and promote these, a number of small events will be taking place:

- The “Year To Go” celebrations will be based around an event at **Kingsholm Stadium**. Further details will be announced shortly.
- The Key milestones will be displayed the new Column Banners, Catenary (City Centre) Banners and Bridge Banners.

3.9 **Festival of Rugby**

3.9.1 The festival of rugby is an opportunity for events to be held as part of the celebration of the Rugby World Cup 2015 without conflicting with any of the

sponsorship rights. So far the Sportbeat event has been identified as falling within this category but it is anticipated that many more events will develop in the near future especially when this can be widely publicised.

- 3.9.2 We are still waiting for Guidance from England Rugby 2015 with regards to the actual opportunities surrounding this event. Further details of the Festival of Rugby will, therefore, be provided in due course.

4.0 Alternative Options Considered

- 4.1 Gloucester's preparations and activities are agreed by both the City Steering Group and Project Group. Any changes to the agreed programme must be reviewed and approved by these and the related sub-group would then look to deliver the agreed actions.

5.0 Financial Implications

- 5.1 The allocated budget for this work is £350,000 and we are continuing to look at ways in which to increase this through sponsorship, grants and investment through third parties.
- 5.2 Costs are still being gathered for various aspects of the fan zone and other events to be held in the City. The budget is being monitored by the Project Board.

6.0 Legal Implications

- 6.1 As part of our Host City agreement, we must fulfil certain criteria which were agreed upon at the signing of the host city document.

(Legal Services have been consulted in the preparation this report.)

7.0 Risk & Opportunity Management Implications

- 7.1 All risks and opportunities are monitored by the Steering Group and Project Group. The main focus is on the agreed budget and the potential reputational issues of being involved in organising such a high profile event.

8.0 Other Corporate Implications

Community Safety

- 8.1 None at present.

Sustainability

- 8.2 None at this stage.

Staffing & Trade Union

- 8.3 None at this stage.

Background Documents: None

CABINET FORWARD PLAN

FROM OCTOBER 2014 TO JULY 2015

SUBJECT (and summary of decision to be taken)		PLANNED DATES	Decision Maker & Portfolio	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
OCTOBER 2014						
NOVEMBER 2014						
KEY Page 27	<p>City Centre Investment Fund (6 monthly update)</p> <p><u>Summary of Decision:</u></p> <p><i>To update Cabinet on the City Centre Investment Fund</i></p> <p>Wards affected: all</p>	12/11/14	Cabinet Cabinet Member for Performance and Resources			<p>Anthony Hodge, Head of Regeneration and Economic Development</p> <p>Tel: 01452 396034</p> <p>anthony.hodge@gloucester.gov.uk</p>

Gloucester City Council Forward Plan

SUBJECT (and summary of decision to be taken)		PLANNED DATES	Decision Maker & Portfolio	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
KEY	<p>Regulation of Investigatory Powers Act 2000 (RIPA) - Review of Procedural Guide</p> <p><u>Summary of Decision:</u></p> <p><i>To update Cabinet on the review of the RIPA Procedural Guide</i></p> <p>Wards affected: all</p>	<p>12/11/14</p> <p>27/11/14</p>	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Sue Mullins, Head of Legal and Policy Development Tel: 01452 396110 sue.mullins@gloucester.gov.uk</p>

Gloucester City Council Forward Plan

SUBJECT (and summary of decision to be taken)		PLANNED DATES	Decision Maker & Portfolio	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
KEY	Financial Monitoring Quarter 2 Report	10/11/14	Overview and Scrutiny Committee			Jon Topping, Head of Finance Tel: 01452 6242 jon.topping@gloucester.gov.uk
	<u>Summary of Decision:</u> <i>To receive an update on financial monitoring information for the second quarter 2014/15.</i> Wards affected: all	12/11/14	Cabinet Cabinet Member for Performance and Resources Cabinet Member for Performance and Resources			

Gloucester City Council Forward Plan

SUBJECT (and summary of decision to be taken)		PLANNED DATES	Decision Maker & Portfolio	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
KEY	<p>Treasury Management and Prudential Indicators Annual Report</p> <p><u>Summary of Decision:</u></p> <p><i>To update Cabinet on treasury management activities and Prudential Indicators Annual Report</i></p> <p>Wards affected: all</p>	<p>12/11/14</p> <p>27/11/14</p>	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Finance Tel: 01452 6242 jon.topping@gloucester.gov.uk</p>

Gloucester City Council Forward Plan

SUBJECT (and summary of decision to be taken)		PLANNED DATES	Decision Maker & Portfolio	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
KEY	<p>Outcomes of the VCS Grants</p> <p><u>Summary of Decision:</u></p> <p><i>To update Cabinet on the outcomes of the VCS Grants</i></p> <p>Wards affected: all</p>	12/11/14	Cabinet Cabinet Member for Communities and Neighbourhoods			Gareth Hooper, Senior Engagement and Partnerships Officer
KEY	<p>Flood Improvement Works Update</p> <p><u>Summary of Decision:</u></p> <p><i>To update Cabinet on the works undertaken in the previous 12 months to reduce flood risk and improve flood resilience across the city.</i></p>	12/11/14	Cabinet Cabinet Member for Environment			Lloyd Griffiths lloyd.griffiths@gloucester.gov.uk
DECEMBER 2014						

Gloucester City Council Forward Plan

SUBJECT (and summary of decision to be taken)		PLANNED DATES	Decision Maker & Portfolio	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
Page 32 KEY	<p>City Council Energy Costs and Reduction Projects Annual Report</p> <p><u>Summary of Decision:</u></p> <p><i>To update Cabinet on the City Council Energy Costs and Reduction Projects annual report.</i></p>	10/12/14	Cabinet Cabinet Member for Environment			<p>Stephen McDonnell, Environmental Co-ordinator Tel: 01452 396209 stephen.mcdonell@gloucester.gov.uk</p>
	<p>Housing Strategy</p> <p><u>Summary of Decision:</u></p> <p><i>To update Cabinet on the Housing Strategy</i></p> <p>Wards affected: all</p>	10/12/14	Cabinet Cabinet Member for Housing, Health and Leisure			<p>Helen Chard, Housing Strategy & Enabling Service Manager Tel: 01452 396534 helen.chard@gloucester.gov.uk</p>

Gloucester City Council Forward Plan

SUBJECT (and summary of decision to be taken)		PLANNED DATES	Decision Maker & Portfolio	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
KEY	<p>Asset Management Strategy Annual Report</p> <p><u>Summary of Decision:</u></p> <p><i>To update Cabinet on the Asset Management Strategy Annual Report</i></p> <p>Wards affected: all</p>	10/12/14	Cabinet Cabinet Member for Performance and Resources			<p>Anthony Hodge, Head of Regeneration and Economic Development</p> <p>Tel: 01452 396034</p> <p>anthony.hodge@gloucester.gov.uk</p>
KEY	<p>Treasury Management Quarter 2 Report</p> <p><u>Summary of Decision:</u></p> <p><i>To receive an update on the Treasury Management Quarter 2 Report</i></p> <p>Wards affected: all</p>	10/12/14	Cabinet Cabinet Member for Performance and Resources			<p>Jon Topping, Head of Finance</p> <p>Tel: 01452 6242</p> <p>jon.topping@gloucester.gov.uk</p>

Gloucester City Council Forward Plan

SUBJECT (and summary of decision to be taken)		PLANNED DATES	Decision Maker & Portfolio	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
KEY	Draft Budget Proposals (including Money Plan and Capital Programme)	8/12/14	Overview and Scrutiny Committee			Jon Topping, Head of Finance Tel: 01452 6242 jon.topping@gloucester.gov.uk
	<u>Summary of Decision:</u> <i>To update Cabinet on the draft budget proposals</i> Wards affected: all	10/12/14	Cabinet Cabinet Member for Performance and Resources			
KEY	Festivals and Events Programme	10/12/14	Cabinet Cabinet Member for Regeneration and Culture			Lucy Wright, TIC Service Manager
JANUARY 2015						
FEBRUARY 2015						

Gloucester City Council Forward Plan

SUBJECT (and summary of decision to be taken)		PLANNED DATES	Decision Maker & Portfolio	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
KEY	Financial Monitoring Quarter 3 Report	23/02/15	Overview and Scrutiny Committee			Jon Topping, Head of Finance Tel: 01452 6242 jon.topping@gloucester.gov.uk
	<u>Summary of Decision:</u> <i>To receive an update on financial monitoring information for the third quarter 2014/15</i> Wards affected: all	25/02/15	Cabinet Cabinet Member for Performance and Resources			
KEY	Final Budget Proposals (including Money Plan and Capital Programme) <u>Summary of Decision:</u> <i>To update Cabinet on the final budget proposals</i> Wards affected: all	25/02/15 26/02/15	Cabinet Council Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 6242 jon.topping@gloucester.gov.uk

Gloucester City Council Forward Plan

SUBJECT (and summary of decision to be taken)		PLANNED DATES	Decision Maker & Portfolio	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
MARCH 2015						
KEY	Treasury Management Quarter 3 Report <u>Summary of Decision:</u> <i>To update Cabinet on treasury management activities</i> Wards affected: all	25/03/15	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 6242 jon.topping@gloucester.gov.uk
KEY	Treasury Management Strategy <u>Summary of Decision:</u> <i>To update Cabinet on treasury management activities</i> Wards affected: all	25/03/15 26/03/15	Cabinet Council Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 6242 jon.topping@gloucester.gov.uk

Gloucester City Council Forward Plan

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SUBJECT (and summary of decision to be taken)		PLANNED DATES	Decision Maker & Portfolio	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
KEY	Pay Policy Statement <u>Summary of Decision:</u> <i>To update Cabinet on the Pay Policy Statement</i> Wards affected: all	25/03/15 26/03/15	Cabinet Council Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 6242 jon.topping@gloucester.gov.uk
JUNE 2015						
KEY	Treasury Management Quarter 4 Report <u>Summary of Decision:</u> <i>To update Cabinet on treasury management activities</i>	24/06/15	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 6242 jon.topping@gloucester.gov.uk
JULY 2015						

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Gloucester City Council

Overview and Scrutiny Work Programme 2014/15

(updated 5 September 2014)

Item	Format	Lead Member (if applicable)/Lead Officer	Comments
13 OCTOBER 2014 – THE AGENDA IS FULL FOR THIS MEETING			
GFirst LEP	Discussion item	Cabinet Member for Regeneration and Culture Head of Regeneration and Economic Development	Requested by Committee
'Question Time' Panel with the University of Gloucestershire, Gloucestershire College and Hartpury College	Question Time format	Cabinet Member for Regeneration and Culture Head of Regeneration and Economic Development	Requested by Committee
10 NOVEMBER 2014 – THE AGENDA IS FULL FOR THIS MEETING			
Performance report for Aspire	Written report	Cabinet Member for Housing, Health and Leisure	Part of Committee's annual work programme
Performance report for Gloucester City Homes	Written report	Cabinet Member for Housing, Health and Leisure	Part of Committee's annual work programme
Annual Review of the Evictions Appeal Panel	Written report	Cabinet Member for Housing, Health and Leisure	Part of Committee's annual work programme
Financial Monitoring Quarter 2	Written report	Cabinet Member for Performance and Resources	Part of Committee's annual work programme
1 DECEMBER 2014			
Amey performance monitoring	Written report	Cabinet Member for Environment	Part of Committee's annual work programme

Item	Format	Lead Member (if applicable)/Lead Officer	Comments
8 DECEMBER 2014 (BUDGET) NO OTHER AGENDA ITEMS TO BE CONSIDERED			
Budget Proposals	Written report	Cabinet Members	Part of Committee's annual work programme
26 JANUARY 2015			
23 FEBRUARY 2015			
Financial Monitoring Quarter 3	Written report	Cabinet Member for Performance and Resources	Part of Committee's annual work programme
23 MARCH 2015			

Slipped items – date awaited:-

City Centre Action Plan Update	Written report	Cabinet Member for Regeneration and Culture	Requested by Committee
Green Travel Plan Progress report	Written report	Cabinet Member for Environment	Requested by the Committee