



**Gloucester
City Council**

Cabinet

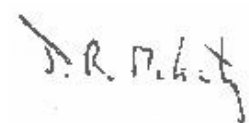
Meeting: Wednesday, 21st October 2015 at 6.00 pm in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP

Membership:	Cllrs. James (Leader of the Council and Cabinet Member for Regeneration and Economy) (Chair), Dallimore (Deputy Leader and Cabinet Member for Communities and Neighbourhoods), Noakes (Cabinet Member for Culture and Leisure), D. Norman (Cabinet Member for Performance and Resources), Organ (Cabinet Member for Housing and Planning) and Porter (Cabinet Member for Environment)
Contact:	Atika Tarajiya Democratic Services Officer 01452 396127 atika.tarajiya@gloucester.gov.uk

AGENDA

1.	APOLOGIES 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 16 September 2015.
4.	PUBLIC QUESTION TIME (15 MINUTES) The opportunity is given to members of the public to put questions to Cabinet Members or Committee Chairs 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

<p>5.</p>	<p>PETITIONS AND DEPUTATIONS (15 MINUTES)</p> <p>To receive any petitions or deputations provided that no such petition or deputation is in relation to:</p> <ul style="list-style-type: none"> • Matters relating to individual Council Officers, or • Matters relating to current or pending legal proceedings
<p>6.</p>	<p>TREASURY MANAGEMENT UPDATE QUARTER 1 (Pages 13 - 26)</p> <p>To consider the report on the Cabinet Member for Performance and Resources updating Members on Treasury Management Activities in Quarter 1 (1st April 2015 to 30th June 2015).</p>
<p>7.</p>	<p>BUSINESS RATES POOLING 2016/17 (Pages 27 - 30)</p> <p>To consider the report of the Cabinet Member for Performance and Resources seeking approval for the temporary withdrawal of Tewkesbury Borough Council from the Gloucestershire Business Rates pool and the formation of a revised business rates pool.</p>
<p>8.</p>	<p>REVIEW OF DOG WARDEN SERVICE (Pages 31 - 36)</p> <p>To consider the report of the Cabinet Member for Environment updating Members on work that has been undertaken to review the Council's Dog Warden Service, and to seek approval to make arrangements for the collection service to be provided by Worcestershire Regulatory Services (WRS) for a trial period of 12 months.</p>
<p>9.</p>	<p>ENERGY MONITORING AND MANAGEMENT - 2014/2015 (Pages 37 - 44)</p> <p>To consider the report of the Cabinet Member for Environment updating Members on energy usage across the City Council's buildings during 2014/2015 and reduction in consumption and costs due to improved management.</p>
<p>10.</p>	<p>ROBINSWOOD HILL MASTER PLAN & PARKS FOR PEOPLE FUNDING BID (Pages 45 - 64)</p> <p>To consider the report of the Cabinet Member for Housing and Planning and Cabinet Member for Environment updating Members on the progress made with the Robinswood Hill Master Plan Project and to seek approval to pursue Heritage Lottery Fund, Parks for People funding in partnership with the Gloucestershire Wildlife Trust (GWT).</p>
<p>11.</p>	<p>INTERIM PLANNING POLICY FOR MOBILE CATERING UNITS (Pages 65 - 70)</p> <p>To consider the report of the Cabinet Member for Housing and Planning seeking approval for the proposed interim planning policy for mobile catering units for the purposes of public consultation.</p>



Jon McGinty
Managing Director

Date of Publication: Tuesday, 13 October 2015

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 Atika Tarajiya, 01452 396125, atika.tarajiya@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

Please be aware that meetings may be recorded with the Mayor or Chair's consent and this may include recording of persons seated in the Public Gallery or speaking at the meeting. Please notify a City Council Officer if you have any objections to this practice and the Mayor/Chair will take reasonable steps to ensure that any request not to be recorded is complied with.

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.



CABINET

MEETING : Wednesday, 16th September 2015

PRESENT : Cllrs. Dallimore (Chair), Noakes, D. Norman and Organ

Others in Attendance

Jon McGinty, Managing Director

Shirin Wotherspoon, Solicitor

Martin Shields, Corporate Director of Services and Neighbourhoods

Ross Cook, Corporate Director

Jon Topping, Head of Finance

David Pritchett, Interim Neighbourhood Services Manager

Adam Gooch, Senior Planning Officer

Mark Dix, Surveyor and Valuer

Atika Tarajiya, Democratic Services Officer

APOLOGIES : Cllrs. James and Porter

31. DECLARATIONS OF INTEREST

Councillor Noakes (Cabinet Member for Culture and Leisure) declared a personal interest in agenda item 14 (Murray Hall, Tuffley Lane, Gloucester and Land at Colwell Avenue Hucclecote Gloucester) by virtue of her role as President of the Gloucester District Scouts.

32. MINUTES

RESOLVED:

That the minutes of the meeting held on Wednesday 15th July 2015 be confirmed as a correct record and signed by the Chair.

33. PUBLIC QUESTION TIME (15 MINUTES)

There were no public questions.

34. PETITIONS AND DEPUTATIONS (15 MINUTES)

There were no petitions or deputations.

35. THE COUNCIL'S CULTURAL STRATEGY-REVISION 2017

Cabinet considered the report of the Cabinet Member for Culture and Leisure (Councillor Lise Noakes) seeking approval to begin the process of updating the Council's Cultural Strategy, due for revision in 2017.

Councillor Noakes summarised the key areas of the report, noting that advancements within the City had led to the need for an updated strategy which was being developed with assistance from the interim Culture Board. She explained that the board uniquely included representation from the Arts Council, who were keen for improvements to the City's cultural offer and noted that without these necessary changes the City Council would not be eligible for funding from the Arts Council.

In response to a query from the Cabinet Member for Performance and Resources (Councillor David Norman) regarding the feasibility of funding the proposals, Councillor Noakes reported that match funding would be a viable option and clarification had been sought from the Head of Finance with regards to this. She noted that options on utilising the Council's existing assets and services to reduce costs were also being explored.

Cabinet endorsed the approach acknowledging that representation from the Arts Council on the Board would be likely to broaden the proposals and were pleased to note the speed at which the interim Board were progressing forward.

RESOLVED:

1. That it be recorded that the Cabinet Member for Culture & Leisure has set up an informal Interim Gloucester Culture Board to help shape the Council's Cultural Strategy.
2. That a revised Cultural Strategy and associated Business Plan come before Cabinet for endorsement in due course, before going on to full Council for approval and adoption.

36. CULTURAL STRATEGY UPDATE: JANUARY - JUNE 2015

Cabinet considered the report of the Cabinet Member for Culture and Leisure updating Members on the progress that has been made in achieving the Cultural Strategy's targets from January to June 2015.

Councillor Noakes noted that the report showcased a cross section of the breadth of cultural programmes available within the City and commented that with the introduction of the new Cultural Strategy, future reports would be likely to focus on performance and monitoring.

Cabinet Members welcomed the update acknowledging that a strong portfolio of cultural and creative programmes whilst improving tourism additionally benefitted the health and wellbeing of the City's residents. They noted that Overview and Scrutiny Committee had endorsed the report.

CABINET
16.09.15

RESOLVED:

1. That the achievements made in delivering the Cultural Strategy from January to June 2015 be noted.
2. That it be noted that the planned activities by various stakeholders are recognised as contributing to the Cultural Strategy aims and objectives.

37. RUGBY WORLD CUP UPDATE

Cabinet considered the report of the Cabinet Member for Regeneration and Economy updating Members on progress against the key issues for the delivery of the Rugby World Cup 2015 (RWC15).

The Cabinet Member for Communities and Neighbourhoods (Councillor Jennie Dallimore) reported that the final preparations for the events were underway and thanked Officers for their efforts in delivering the event. She explained that the project remained on track in terms of budget and execution and commented that the City Council had delivered a much greater package of events than was initially envisioned.

The Corporate Director advised Members that in addition to the main Fanzone in Orchard Square and Family Zone located in Mariners Square, the Rugby Football Union (RFU) and Gloucester Rugby Football Union (GRFU) would be holding additional activities at Llanthony Priory in association with Gloucestershire College.

Cabinet Members placed on records their thanks to Officers involved in the organisation of the event and were pleased to note that the local community had been involved throughout. They acknowledged that the RWC15 was a culmination of a wide variety of events staged over the past few months and welcomed the high ranking attributed to Kingsholm Stadium's atmosphere in the national press.

RESOLVED:

That the progress made so far regarding the preparations as part of Gloucester's Host City arrangements for the Rugby World Cup 2015 be noted.

38. DRAFT GLOUCESTER PLAYING PITCH STRATEGY

Cabinet considered the report of the Cabinet Member for Housing and Planning (Councillor Organ) seeking approval for the Draft Gloucester Playing Pitch strategy for the purposes of public consultation.

Councillor Organ highlighted the key areas of the report and advised Members that once approved the policy would act as a material consideration in the determination of planning applications. He reported that the Strategy formed one of the key deliverables in the Council Plan 2014-2017 and linked in with the Joint Core Strategy (JCS).

CABINET
16.09.15

Cabinet Members endorsed the proposals remarking that partnering with local sporting bodies and educational establishments for dual use of sporting pitches could be mutually beneficial. The Senior Planning Officer advised the group that key stakeholders had been consulted in the preparation of the strategy.

RESOLVED:

That the final draft Playing Pitch Strategy, as provided at Appendix 1, and the Artificial Grass Pitch – Scenario Paper, as provided at Appendix 2, be approved for the purposes of public consultation.

39. CORPORATE PERFORMANCE – QUARTER 1 EXCEPTIONS

Cabinet considered the report of the Cabinet Member for Performance and Resources highlighting performance against the current agreed indicators for the period April 2015 to June 2015 in relation to the Council's Corporate Plan 2014-2017.

Cabinet Members noted the progress acknowledging the difficulty in making an accurate assessment this early in the financial year.

RESOLVED:

That the Council's current performance as outlined in Appendix 1 be noted.

40. FINANCIAL MONITORING QUARTER 1 REPORT

Cabinet considered the report of the Cabinet Member for Performance and Resources updating Members on financial monitoring details including budget variances, year end forecasts, and progress made against agreed savings targets for the 1st quarter ended 30th June 2015.

Councillor Norman summarised the key areas of the report commenting that action would be taken if the general fund balance were to decline further in quarter 2. He reported that in the absence of the Cabinet Member for Environment (Councillor Porter) he had undertaken to working with Amey to continue to try and make savings where possible.

Cabinet Members endorsed the approach recognising that effective and careful monitoring was financially prudent. They noted that all Members were committed to make efficiencies and where possible increase income streams.

RESOLVED:

1. That it be noted that the savings achieved in year to date total £851k and a further £584k of savings are in progress.
2. That it be noted that the forecast year end position is currently for a reduction to the Council's General Fund balance of £554k.

**CABINET
16.09.15**

3. That the actual and expected levels of income for the Council shown at Appendix 3 be noted.
4. That the details of specific budgetary issues identified by Officers and the actions being taken to address these issues be noted.

41. ARMED FORCES COMMUNITY COVENANT UPDATE

Cabinet considered the report of the Cabinet Member for Culture and Leisure updating Members on the work done by Gloucester City Council to support current and ex-service personnel as part of the Gloucestershire Armed Community Covenant and to seek ongoing endorsement of such activity.

Cabinet welcomed the approach reaffirming their commitment to the Covenant. They acknowledged that Gloucester hosted personnel living in traditional army bases and individual homes and commented that it would be appropriate to request an opinion of their needs and involvement in any new proposals.

RESOLVED:

1. That activities to support current and ex-service personnel as part of the Council's ongoing commitment to the Covenant be endorsed;
2. That an annual update of achievements against the covenant be received and that this is timetabled into the Cabinet Forward Plan.

42. REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) SIX MONTHLY REPORT ON USE OF RIPA POWERS

Cabinet considered the report of the Cabinet Member for Performance and Resources updating Members on the Council's use of its powers under the Regulation of Investigatory Powers Act 2000 (RIPA).

Cabinet noted that the City Council had not been required to use their powers since the last report to Cabinet.

RESOLVED:

That the contents of the report be noted.

43. MURRAY HALL TUFFLEY LANE GLOUCESTER AND LAND AT COLWELL AVENUE HUCCLECOTE GLOUCESTER

Councillor Noakes (Cabinet Member for Culture and Leisure) declared a personal interest in agenda item 14 (Murray Hall Tuffley Lane Gloucester and Land at Colwell Avenue Hucclecote Gloucester) by virtue of her role as President of the Gloucester District Scouts and took no part in the debate or the vote on this item.

Cabinet considered the report of the Cabinet Member for Regeneration and Economy seeking approval for the intended disposal of the freehold interests of

**CABINET
16.09.15**

Murray hall, Tuffley Lane and Land at Colwell Avenue, Hucclecote to the relevant Scout associations at market value.

Cabinet endorsed the proposals recognising that the properties would be sold at market value. They were pleased to note that the sale would allow the Scouts security for the future and continue to progress forward.

RESOLVED:

That the freehold interests in Murray Hall, Tuffley Lane, and land situated in Colwell Avenue Hucclecote, as marked out in Appendix 1, be sold at market value to the relevant Scout Associations

44. EXCLUSION OF PRESS AND PUBLIC

RESOLVED that the press and public be excluded from the meeting during the following item of business on the grounds that it is likely, in view of the nature of business to be transacted or the nature of the proceedings, that if members of the press and public are present during consideration of this items there will be disclosure to them of exempt information as defined in Schedule 12A of the Local Government Act 1972 as amended.

45. 23, 25, 27 AND 29 COMMERCIAL ROAD, GLOUCESTER

Cabinet considered the report of the Cabinet Member for Regeneration and Economy seeking approval to acquire and sell nos 23, 25, 27 and 29 Commercial Road, Gloucester.

RESOLVED:

The recommendations as set out in the exempt report.

46. 23, 25, 27 AND 29 COMMERCIAL ROAD, GLOUCESTER

RESOLVED: That the exclusion of the press and public be discontinued to allow members of the public and press to be present during consideration of agenda item 15.

Cabinet considered the report of the Cabinet Member for Regeneration and Economy seeking approval to acquire and sell nos 23, 25, 27 and 29 Commercial Road, Gloucester.

Cabinet Members welcomed the proposals acknowledging that the continued regeneration of the City would continue to enhance the City's visitor economy and provide an important link between the Quays and the City Centre.

RESOLVED:

1. That the freehold interest in 23/25 and 27/ 29 Commercial Road (including land to the rear) from the Canal and River Trust (CRT), edged red on the plan attached be acquired.

**CABINET
16.09.15**

2. That if so required to enable the proposal to proceed, that additional access rights over adjoining properties at a price the Asset Manager, in consultation with the Cabinet Member for Regeneration & Economy, considers to be appropriate be acquired;
3. That the freehold and leasehold interests in the above-mentioned properties be disposed of, together with any access rights, to the bidder offering the most advantageous proposal in the opinion of the Cabinet Member for Regeneration and Economy, and in any event at not less than market value.
4. That any ancillary documents the Council Solicitor (following consultation with the Asset Manager) considers necessary or desirable to enable the transaction to proceed including (if so required by the purchaser) an Agreement restricting the Council's pre-contract negotiations to the purchaser for a period not exceeding 4 months be entered into.

**Time of commencement: 6.00 pm
Time of conclusion: 7.15 pm**

Chair

This page is intentionally left blank

Gloucester City Council

Meeting:	Audit and Governance Committee	21 September 2015
	Cabinet	21 October 2015
Subject:	Treasury Management Update – Quarter 1 Report 2015/16	
Report Of:	Cabinet Member for Performance and Resources	
Wards Affected:	All	
Key Decision:	No	Budget/Policy Framework: No
Contact Officer:	Jon Topping, Head of Finance	
	Email: jon.topping@gloucester.gov.uk	Tel: 396242
Appendices:	1. Prudential and Treasury Indicators 2. Treasury Management Investment Portfolio 3. Economic Outlook 4. Interest rate forecasts	

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 One of the requirements of the revised Code of Practice for Treasury Management in November 2011 recommends that Members should be updated on treasury management activities at least twice a year, but preferably quarterly. This report covers Quarter 1, 1st April 2015 to 30th June 2015.
- 1.2 This report will highlight issues specific to the Council and also highlight the overall economic outlook as provided by the Council's treasury advisors Capita Asset Services.
- 1.3 The body of the report provides an overview of the Council's performance in Quarter 1;
- **Appendix 1** highlights the key performance indicators in line with the Council's Treasury Management Strategy.
 - **Appendix 2** is the investments held at the end of quarter 1.
 - **Appendix 3** is an economic summary provided by the Council's treasury advisors.
 - **Appendix 4** is a detailed commentary on interest rate forecasts

2.0 Recommendations

- 2.1 Audit and Governance 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 **RESOLVE** that the contents of the report be noted.

3.0 Annual Investment Strategy

The Treasury Management Strategy Statement (TMSS) for 2015/16, which includes the Annual Investment Strategy, was approved by the Council on 18th March 2015. It sets out the Council's investment priorities as being:

- Security of capital;
- Liquidity; and
- Yield

3.1 The Council will also aim to achieve the optimum return (yield) on its investments commensurate with proper levels of security and liquidity. In the current economic climate it is considered appropriate to keep investments short term to cover cash flow needs, but also to seek out value available in periods up to 12 months, with highly credit rated financial institutions, using our suggested creditworthiness approach, including a minimum sovereign credit rating, and Credit Default Swap (CDS) overlay information.

3.2 Investment rates available in the market have been broadly stable during the quarter and have continued at historically low levels as a result of the ultra-low Bank Rate and other extraordinary measures such as the Funding for Lending Scheme. The average level of funds available for investment purposes during the quarter was £5.58m. These funds were available on a temporary basis, and the level of funds available was mainly dependent on the timing of precept payments, receipt of grants and receipts from the housing stock transfer to Gloucester City Homes (GCH).

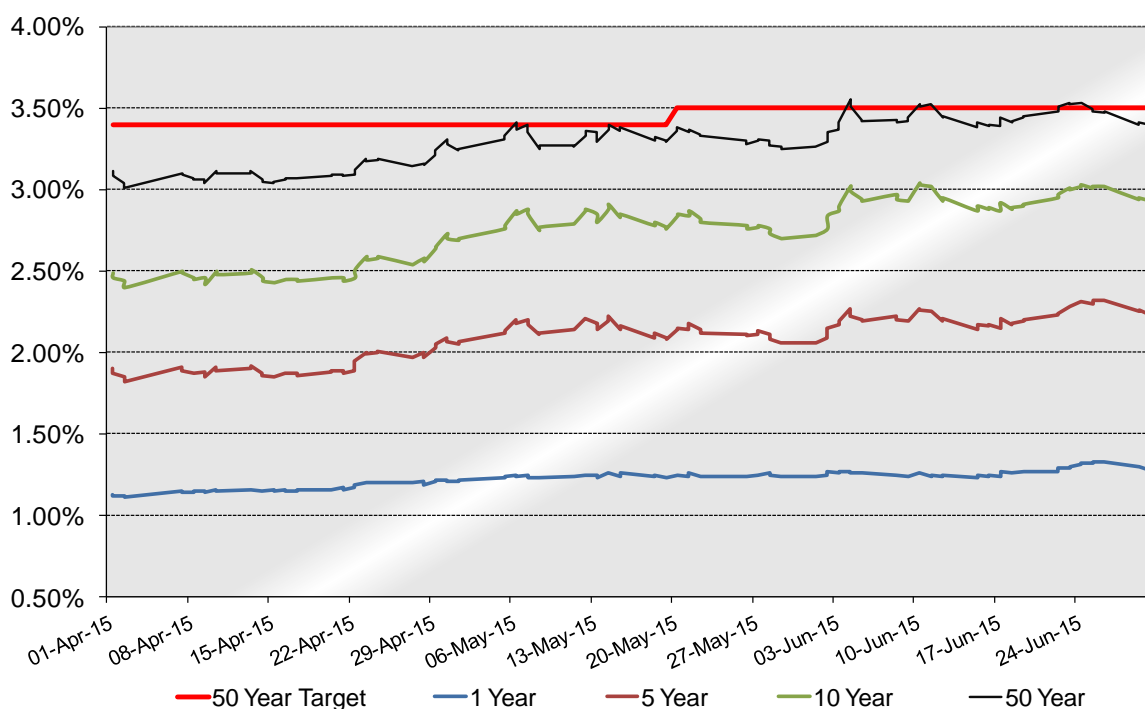
4.0 New Borrowing

4.1 The 25 year PWLB target (certainty) rate for new long term borrowing, for the quarter ending 30th June, rose slightly from 3.40% to 3.50% after the May Bank of England Inflation report

4.2 No long term borrowing was undertaken during the quarter.

4.3 PWLB certainty rates, quarter ended 30th June 2015

	1 Year	5 Year	10 Year	25 Year	50 Year
Low	1.11%	1.82%	2.40%	3.06%	3.01%
Date	02/04/2015	02/04/2015	02/04/2015	02/04/2015	02/04/2015
High	1.33%	2.32%	3.04%	3.65%	3.55%
Date	25/06/2015	25/06/2015	10/06/2015	24/06/2015	04/06/2015
Average	1.23%	2.09%	2.75%	3.37%	3.29%



4.4 Borrowing in advance of need.

On the 17th March 2015 the Council completed the voluntary stock transfer to GCH, the Council received funding from the Government and GCH to repay debt associated with the Council housing stock. Due to uncertainty in the market around debt premia at the time of the transfer, the Council did not repay all of the market debt at that time. Certainty returned to the markets in Quarter 1 and the Council repaid debt associated with the housing stock. At the end of Quarter 1, the Council is not borrowing in advance of need.

5.0 Debt Rescheduling

5.1 Debt rescheduling opportunities have been limited in the current economic climate and following the increase in the margin added to gilt yields which has impacted PWLB new borrowing rates since October 2010. During the quarter ended 30th June 2015, no debt rescheduling was undertaken.

6.0 Compliance with Treasury and Prudential Limits

6.1 It is a statutory duty for the Council to determine and keep under review the affordable borrowing limits. The Council's approved Treasury and Prudential Indicators (affordability limits) are included in the approved TMSS.

6.2 During the financial year to date the Council has operated within the treasury limits set out in the Council's Treasury Management Strategy Statement and in compliance with the Council's Treasury Management Practices. The Council repaid long term market debt in Quarter 1 which was associated with the housing stock transferred to GCH. The stock transfer has changed the Council debt profile from

long term to short term borrowing. The Council is able to benefit from reduced costs associated with short term borrowing compared to longer term rates while operating within the Councils borrowing requirements.

- 6.3 The Council has a prudential indicator set at 50% for fixed rate borrowing <12 months. The treasury strategy notes that if limits are too restrictive they will impair the opportunities to reduce costs. In Quarter 1 the Council exceeded the indicator but remained within its approved limits, this policy of borrowing has allowed the Council to benefit from lower interest rates available via short term agreements. The Council will continue to monitor its prudential indicators to ensure that they do not restrict performance in light of the Councils debt profile post stock transfer and this will form the basis for the 16/17 strategy. The prudential and treasury Indicators are shown within appendix 1.

7.0 Other

- 7.1 The Housing Stock Transfer in March 2015 transformed the Council debt landscape and the Council finished the 2014/15 year in an over-borrowing position. The first quarter of 2015/16 saw the Council return to an under-borrowing position; this followed the repayment of market debt which was associated to housing stock transferred to Gloucester City Homes. .
- 7.2 This under-borrowing reflects that the Council resources such as reserves and provisions will have reduced debt rather than be externally invested. This strategy is sensible, at this point in time, for two reasons. Firstly, there is no differential between the marginal borrowing rate and investment rate so there is nothing to be gained by investing Council resources externally. Secondly, by using the resources to reduce debt the Council will reduce exposure to investment counterparty risk.
- 7.3 The Council will continue to monitor its approach to under borrowing in light of market movement and future events.
- 7.4 During this quarter, credit rating agencies have acted to remove implied sovereign support for major national banks of systemic importance. This does not mean that these banks are of any lower credit worthiness than they were before this change. This change does though reflect the substantial improvement in the strength of bank balance sheets since the 2008 crisis and changes in the regulatory environment within which banks now have to work which means that their own strength should make it unnecessary for national governments to provide financial support to banks in any future financial crisis. While sovereign ratings will remain part of the Council's credit rating methodology, the impact of this change means that the rating of an individual bank is now the overriding focus in selecting creditworthy banks to lend to.

8.0 Asset Based Community Development (ABCD) Considerations

- 8.1 This report notes the treasury management performance of the Council. There are no anticipated ABCD implications from this report.

9.0 Financial Implications

9.1 Contained in the report.

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

10.0 Legal Implications

10.1 There are no legal implications from this report

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

11.0 Risk & Opportunity Management Implications

11.1 There are no specific risks or opportunities as a result of this report.

12.0 People Impact Assessment (PIA):

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

13.0 Other Corporate Implications

Community Safety

13.1 None.

Sustainability

13.2 None.

Staffing & Trade Union

13.3 None.

Press Release drafted/ approved

13.4 Not applicable at this stage.

Background Documents: None

Prudential and Treasury Indicators as at 30th June 2015

Treasury Indicators	2015/16 Budget £'000	Quarter 1 (Apr-Jun) Actual £'000
Authorised limit for external debt	£35M	£13M
Operational boundary for external debt	£30M	£13M
Gross external debt	£30M	£13M
Investments	N/A	£4.5M
Net borrowing	£30M	£8.5M
Maturity structure of fixed and variable rate borrowing - upper and lower limits		
Under 12 months	0% - 50%	61.54%
12 months to 2 years	0% - 50%	0%
2 years to 5 years	0% - 50%	0%
5 years to 10 years	0% - 80%	38.46%
10 years to 20 years	0% - 80%	0%
20 years to 30 years	0% - 80%	0%
30 years to 40 years	0% - 80%	0%
40 years to 50 years	0% - 80%	0%
Upper limit of fixed interest rates based on net debt	100%	61.54%
Upper limit of variable interest rates based on net debt	100%	38.46%

Investment Portfolio

Investments held as at 30th June 2015 compared to our counterparty list:

Specified Investments	Outstanding Investments £'000	Date of Maturity	Interest Rate %
Banks			
Barclays Bank Plc	£1,000	N/A (call a/cs)	
Goldman Sachs	£500	N/A (call a/cs)	
	£1,500		
Building Societies			
Nationwide Building Society	£3,000	20/04/2015	0.50
	£3,000		
Total Invested	£4,500		

1. Economic Background

- After strong UK GDP growth in 2013 at an annual rate of 2.7% and 3.0% in 2014, quarter 1 of 2015 was disappointing at only 0.4%, though subsequent data indicates that this could well be revised up further down the line and also indicates a return to stronger growth in quarter 2. In its May quarterly Inflation Report, the Bank of England reduced its GDP forecast for 2015 from 2.9% to 2.5% and from 2.9% to 2.7% in 2016, while increasing its forecast for 2017 from 2.4% to 2.7%.
- Uncertainty around the likely result of the UK general election in May has obviously now evaporated although this has been replaced by some uncertainty around the potential impact on the UK economy of the EU referendum promised by, or in, 2017. In addition, the firm commitment of the Conservative Government to eliminating the deficit within the term of this Parliament will have an impact on GDP growth rates. However, the MPC is fully alert to this and will take that into account, and also the potential spill over effects from the Greek crisis, in making its decisions on the timing of raising Bank Rate.
- As for the American economy, confidence has improved markedly in this quarter that the US will start increasing the Fed funds rate by the end of 2015 due to a return to strong economic GDP growth after a disappointing start to the year in quarter 1, (a contraction of 0.2%), after achieving 2.4% growth in 2014.
- In the Eurozone, the ECB fired its big bazooka in January 2015 in unleashing a massive €1.1 trillion programme of quantitative easing to buy up high credit quality government and other debt of selected EZ countries. This programme of €60bn of monthly purchases started in March 2015 and it is intended to run initially to September 2016. This already appears to have had a positive effect in helping a recovery in consumer and business confidence and a start to a significant improvement in economic growth, though it remains to be seen whether this will have an enduring effect as strong as the recovery in the US and UK.

2. Interest Rate Forecast

The Council's treasury advisor, Capita Asset Services, has provided the following forecast:

	Sep-15	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17	Dec-17	Mar-18
Bank rate	0.50%	0.50%	0.50%	0.75%	0.75%	1.00%	1.00%	1.25%	1.50%	1.50%	1.75%
5yr PWLB rate	2.30%	2.40%	2.50%	2.60%	2.80%	2.90%	3.00%	3.10%	3.20%	3.30%	3.40%
10yr PWLB rate	2.90%	3.00%	3.20%	3.30%	3.40%	3.50%	3.70%	3.80%	3.90%	4.00%	4.10%
25yr PWLB rate	3.60%	3.70%	3.80%	4.00%	4.10%	4.20%	4.30%	4.40%	4.40%	4.50%	4.60%
50yr PWLB rate	3.60%	3.70%	3.80%	4.00%	4.10%	4.20%	4.30%	4.40%	4.40%	4.50%	4.60%

- Capita Asset Services undertook a review of its interest rate forecasts after the May Bank of England Inflation Report. The ECB's quantitative easing programme to buy up EZ debt caused an initial widespread rise in bond prices and, correspondingly, a fall in bond yields to phenomenally low levels, including the debt of some European countries plunging into negative yields. Since then, fears about recession in the EZ, and around the risks of deflation, have abated and so there has been an unwinding of this initial phase with bond yields rising back to more normal, though still historically low yields.
- This latest forecast includes a move in the timing of the first increase in Bank Rate from quarter 1 of 2016 to quarter 2 of 2016 as a result primarily of poor growth in quarter 1, weak wage inflation and the recent sharp fall in inflation due to the fall in the price of oil and the impact of that on core inflation. The UK fell marginally into deflation in April (-0.1%) and figures near zero will prevail for about the next six months until the major fall in oil prices in the latter part of 2014 falls out of the twelve month calculation of CPI inflation. The Governor of the Bank of England, Mark Carney, has repeatedly stated that increases in Bank Rate will be slow and gradual. The MPC is concerned about the impact of increases on many heavily indebted consumers, especially when average disposable income is only just starting a significant recovery as a result of recent increases in the rate of wage inflation, though some consumers will not have seen that benefit come through for them.

DETAILED COMMENTARY ON INTEREST RATES FORECASTS

Our treasury management advisers, Capita Asset Services have provided us with the following update to their interest rate forecasts.

Change in market sentiment and outlook

- There has been very little change in our forecasts since our previous forecast in February. We have moved back the start of the increases in Bank Rate by one quarter, to quarter 2 of 2016, to reflect a lowering of forecasts for growth, and in line with comments from the Bank of England.
- In its May Inflation Report, the Bank of England reduced its forecasts for annual growth from 2.9% to 2.5% in 2015 and 2.7% in 2016. 2017 growth was forecast at 2.4% from 2.7%. There were a number of contributing factors to these downward revisions.
- UK quarterly growth in quarter 1 2015 was disappointing and slowed to 0.4% (2.9% y/y), from 0.8% (3.4% y/y), in the previous quarter.
- The Bank also took a more pessimistic view on the rate of, and timing of, the keenly hoped for recovery of growth in labour productivity and of increases in wages; it cut its forecast for wages growth in 2015 from 3.5% to 2.5%. This is despite strong growth in employment and continuing reductions in the rate of unemployment; employment increased by 202,000 in the three months January to March and by 1.25m over the last two years. Unemployment has dropped by 386,000 over the last year and the unemployment rate has fallen to 5.5%. On the other hand, job vacancies stood at 736,000 in the last quarter, close to their highest level since records began in 2001. Despite all this positive news, annual wage increases (excluding bonuses) in the last three months were only 1.9%. For this recovery to become sustainable over the longer term, there must be a recovery in the growth of productivity and real wages in excess of the rate of inflation.
- The election of a majority Conservative Government which is going to implement significant cuts in government expenditure, in order to reduce the size of the annual budget deficit, will slow GDP growth marginally.
- CPI inflation dipped into deflation territory, falling to -0.1%. This dip into deflation will only last for a short period until the fall in the prices of oil and food drop out of the twelve month calculation of CPI, especially during Q4 2015, when inflation is expected to tick up markedly. The latest Inflation Report clearly shows an anticipated rise in inflation to being slightly above the 2% target in the two to three year time horizon.
- Greece: the Greek government led by the anti EU and anti-austerity party Syriza, is making a strong push to renegotiate the austerity programme and debt repayments. This has been met with a robust rejection by the ECB, EU and IMF. There is, therefore, a risk that this could end with Greece leaving the Euro. However, the Eurozone has put in place sufficient firewalls that a Greek exit would have little direct impact on the rest of the EZ and the Euro. The Spanish local elections this quarter surprised

analysts due to a strong showing by the anti-austerity party. However, there is considerable debate as to whether this level of support will transfer from a protest vote at local level into the general election at a national level which is coming up soon.

- We remain concerned at the level of potential risk surrounding the government and corporate debt of several of the major emerging economies, from the perspective of both the potential for default in some countries and also a sharp swing in investor sentiment: investors have previously sought out higher yields in these economies during an extended period when yields in western countries have been heavily suppressed.
- Clients should expect a high level of volatility in PWLB rates over 2015, depending on how long it takes to decide what will happen in Greece and as other factors impinge on market and investor sentiment. We would not be surprised to see PWLB rates swinging by 50 bps in a quarter, which makes any forecasts in the shorter term subject to a much higher level of volatility than has been usual.

The American economy experienced disappointing growth in quarter 1 2015, contracting by 0.2% on an annualised basis, due to bad weather hitting construction and consumer spending, a ports strike and the near 20% appreciation in the value of the dollar. However, it is expected to recover strongly in quarter 2 and resume its trend of making a full recovery from the financial crash. GDP growth for 2014 as a whole of 2.4% holds great promise for strong growth going forward and for further falls in unemployment. It is therefore expected that the Fed will start on the first increase in the Fed rate during 2015 and is likely to be ahead of the UK in being the first major western country to raise rates.

As for the Eurozone, the ECB fired its big bazooka in announcing a massive €1.1 trillion programme of Quantitative Easing in January 2015 to buy up high credit quality government debt of selected EZ countries. This programme started in March and will run to September 2016. This seems to have already had a beneficial impact in improving confidence and sentiment. There has also been a continuing trend of marginal increases in the GDP growth rate which hit 0.4% in quarter 1 2015 (1.0% y/y). Deflation has also ended with a return into positive territory with an increase from 0.0% in April to +0.3% in May. In May, ten year bond yields shot up by around 50 bps after having dipped to near zero for a brief period.

CAPITA ASSET SERVICES' FORWARD VIEW

Economic forecasting remains difficult with so many external influences weighing on the UK. Our Bank Rate forecasts, (and also MPC decisions), will be liable to further amendment depending on how economic data transpires over 2015. Forecasts for average earnings beyond the three year time horizon will be heavily dependent on economic and political developments. Major volatility in bond yields is likely to endure as investor fears and confidence ebb and flow between favouring more risky assets i.e. equities, or the safe haven of bonds.

The overall longer run trend is for gilt yields and PWLB rates to rise, due to the high volume of gilt issuance in the UK, and of bond issuance in other major western countries. Increasing investor confidence in eventual world economic recovery is also likely to compound this effect as recovery will encourage investors to switch from bonds to equities.

The overall balance of risks to economic recovery in the UK is currently evenly balanced. Only time will tell just how long this current period of strong economic growth will last; it also remains exposed to vulnerabilities in a number of key areas.

We would, however, remind clients of the view that we have expressed in our previous interest rate revision newsflashes of just how unpredictable PWLB rates and bond yields are at present. We are experiencing exceptional levels of volatility which are highly correlated to geo-political and sovereign debt crisis developments. Our revised forecasts are based on the Certainty Rate (minus 20 bps) which has been accessible to most authorities since 1st November 2012.

Downside risks to current forecasts for UK gilt yields and PWLB rates include:

- Geopolitical risks in Eastern Europe, the Middle East and Asia, increasing safe haven flows;
- UK strong economic growth being weaker than we currently anticipate;
- Weak growth or recession in the UK's main trading partners - the EU, US and China;
- A resurgence of the Eurozone sovereign debt crisis;
- Recapitalisation of European banks requiring more government financial support;
- Monetary policy action failing to stimulate sustainable growth and to combat the threat of deflation in western economies, especially the Eurozone and Japan.

The potential for upside risks to current forecasts for UK gilt yields and PWLB rates, especially for longer term PWLB rates include: -

- Uncertainty around the risk of a UK exit from the EU;
- The ECB severely disappointing financial markets with a programme of asset purchases which proves insufficient to significantly stimulate growth in the EZ;
- The commencement by the US Federal Reserve of increases in the Fed. funds rate in 2015, causing a fundamental reassessment by investors of the relative risks of holding bonds as opposed to equities and leading to a major flight from bonds to equities;

- UK inflation returning to significantly higher levels than in the wider EU and US, causing an increase in the inflation premium inherent to gilt yields.

This page is intentionally left blank

Gloucester City Council

Meeting:	Cabinet	Date: 21 October 2015
Subject:	Business Rates Pooling 2016/17	
Report Of:	Cabinet Member for Performance and Resources	
Wards Affected:	All	
Key Decision:	No	Budget/Policy Framework: No
Contact Officer:	Jon Topping, Head of Finance	
	Email: jon.topping@gloucester.gov.uk	Tel: 396231
Appendices:	None	

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 To resolve in principal that the current pool be disbanded to enable Tewkesbury Borough Council to be withdrawn from the Gloucestershire Business Rates Pool for the financial year 2016/2017 and the formation of a revised business rates pool subject to further work being undertaken and in accordance with required statutory timescales.
- 1.2 Gloucester City Council has been a member of the Gloucestershire Business Rates Pool since the inception of the retained Business Rates scheme in April 2013. During the 2014/15 financial year, Tewkesbury Borough Council suffered significant losses within this scheme mainly as a result of successful appeals by Virgin Media. This resulted in the pool incurring a substantial deficit which was needed to be met by the individual authorities of Gloucestershire, including Gloucester.

2.0 Recommendations

- 2.1 Cabinet is asked to **RESOLVE** that:

- (1) Subject to further work being undertaken by Gloucestershire Chief Financial Officers prior to 31 October 2015 deadline, that the current pool be disbanded in principle to enable Tewkesbury Borough Council to be withdrawn from the Gloucestershire Business Rates Pool for the financial year 2016/2017.
- (2) Authority be delegated to the s151 Officer, in consultation with the Cabinet Member for Performance and Resources, to manage on an on-going basis the Council's position with regard to Pool membership.
- (3) Authority be delegated to the s151 Officer, in consultation with the Cabinet Member for Performance and Resources, the agreement of any amendments in relation to the existing pooling agreement.
- (4) Authority be delegated to the s151 Officer to enter into revised pooling agreements on such terms as considered appropriate, in consultation with the Cabinet Member for Performance and Resources.

3.0 Background and Key Issues

- 3.1 The Local Government Finance Bill was introduced in December 2011 and set out the Government's intention to introduce a Business Rate Retention (BRR) scheme from 01 April 2013. Prior to this date, Councils simply acted as a collection agent for Government passing all business rates collected over to the government's central pool
- 3.2 The BRR scheme enabled councils to keep a share of the business rate growth in their area, promoting financial autonomy and giving councils a greater stake in the economic future of their local area. The scheme also allowed individual authorities to voluntarily come together to form a Pool which meant that more business rates could be retained in an area as a result of lower levy rates associated with Pools.
- 3.3 Gloucester City Council has been a member of the Gloucestershire Business Rates Pool since the inception of the retained Business Rates scheme in April 2013. Pool governance arrangements were put in place and the scheme commenced in the 2013/14 financial year. That year saw additional growth generated in businesses across Gloucestershire and as a result the Pool retained an extra £775,000 of business rates for the benefit of Gloucestershire as a whole. This money would have been paid to central government if pooling was not in place.
- 3.4 During the 2014/15 financial year, Tewkesbury Borough Council suffered significant losses within this scheme mainly as a result of successful appeals by Virgin Media. This resulted in the Pool incurring a substantial deficit which was needed to be met by the individual authorities of Gloucestershire, including Gloucester.
- 3.5 Gloucestershire has seen significant growth in business rates during 2014/15, but the level of appeals experienced and the provisions that have had to be made have more than wiped out the growth. The extraordinary level of appeals represents an issue that could not have been foreseen when the decision was taken to pool business rates in Gloucestershire and is an issue that has been taken up nationally with the Government and the LGA.
- 3.6 There were 2 key factors contributing to the deficit on the Gloucestershire Pool in 2014/15. The first of which was the Virgin Media issue in Tewkesbury, of which Cabinet is aware. To summarise, Virgin Media were successful in their appeal of their rateable value (RV) which saw a reduction far greater than had been anticipated by Tewkesbury or the Gloucestershire Pool.
- 3.7 Virgin Media have also asked for a single listing for business rates as they currently have sites listed with 68 councils across the country. Should this be successful, the single listing is likely to be in Tewkesbury as this is where the largest RV for Virgin Media is currently listed. This would have a significantly positive impact on business rates in Tewkesbury, however, should this be agreed by the Valuation Office, it is then likely that the Government will move the site to the central list from the local list as it represents one of the largest sites in the country. This move would mean that all of the Virgin Media business rates income would be lost to Tewkesbury and the Pool.
- 3.8 In addition to the Virgin Media issue, the Government put a deadline for the receipt of appeals against the 2010 list of 31st March 2015 which consequently saw a significant number of appeals lodged in the last 2 weeks of the year. Even the VOA were unprepared for scale of appeals which resulted in delays in getting the full list of appeals to councils. This is a national issue and many councils have had to increase

their provisions for appeals by £millions. As a result of the revaluations, successful appeals and newly lodged appeals, the safety payment to Tewkesbury required from the Gloucestershire Pool was £3.9m. If Tewkesbury were not in the Gloucestershire pool this payment would have been met by central government and not the other local authorities.

- 3.9 It is worth noting, that the Virgin Media issue aside, the level of appeals experienced by the pool would have been fully funded by business rates growth in the County during the year and still generated a small surplus to the pool. Based on the NNDR1 returns for 2015/16, pool members should recover any losses experienced in 2014/15 from surpluses in 2015/16.

4.0 Asset Based Community Development (ABCD) Considerations

- 4.1 There are no specific ABCD implications as a result of this report.

5.0 Alternative Options Considered

- 5.1 The option to retain the Gloucestershire Business Rates pool in its current format has been considered however this has been discounted as the potential significant risk to all members of the pool will not have been mitigated.
- 5.2 A further option is to no longer be part of the Gloucestershire Business Rates pool for 2016/17. This option does not fit well with the current devolution submission and will see reduced business rates growth being retained in Gloucestershire through increased levy rate to central government.

6.0 Reasons for Recommendations

- 6.1 The withdrawal of Tewkesbury Borough Council from the Gloucestershire Business Rates Pool on a temporary basis is recommended to protect both Gloucester City Council and the members of the Pool from the full effect of further successful appeals or single assessment requests of Virgin Media in Tewkesbury Borough Council.

7.0 Future Work and Conclusions

- 7.1 During October prior to the statutory deadline for notifying government Stroud District Council as the lead pool authority are coordinating the work on the best option for future pooling arrangements in Gloucestershire.

8.0 Financial Implications

- 8.1 All financial implications are contained within the report which is of a wholly financial nature.

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

9.0 Legal Implications

9.1 The arrangements for retained Business Rates are contained in Schedule 7A of the Local Government Finance Act 1988. The schedule sets out requirements for the DCLG to be formally informed of Pool membership by the end of October for the following financial year.

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

10.0 Risk & Opportunity Management Implications

10.1 There are no specific risks or opportunities as a result of this report.

11.0 People Impact Assessment (PIA):

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

12.0 Other Corporate Implications

Community Safety

12.1 None

Sustainability

12.2 None

Staffing & Trade Union

12.3 None

Press Release drafted/approved

12.4 Not applicable

Background Documents: None

Gloucester City Council

Meeting:	Cabinet	Date:	21 October 2015
Subject:	Review of the Dog Warden Service		
Report Of:	Cabinet Member for Environment		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Sally Middleton, Neighbourhood Manager		
	Email: sally.middleton@gloucester.gov.uk	Tel: 396265	
Appendices:	None		

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 To update Cabinet on work that has been undertaken to review the Council's Dog Warden Service, and to seek approval to make arrangements for the collection service to be provided by Worcestershire Regulatory Services (WRS) for a trial period of 12 months.

2.0 Recommendations

- 2.1 Cabinet is asked to **RESOLVE** that:

- (1) The contents of the report be noted and in particular the improvements that have been made through the transfer of stray dog kennelling and re-homing to Worcestershire Regulatory Services;
- (2) Approval be granted to extend the existing shared arrangement with Worcestershire Regulatory Services for a trial period of 1 year to wholly deliver the Dog Warden Service including the collection of stray dogs, and
- (3) Approval be granted to implement a formal variation to the AMEY Street-care Contract in accordance with contract provisions, in order to remove the requirement for them to provide a stray dog service.

3.0 Background and Key Issues

- 3.1 Section 149 of the Environmental Protection Act 1990 places a statutory duty upon Lower Tier Councils to collect and detain stray dogs where they are reported.
- 3.2 There are 3 elements to providing a stray dog service, and these are currently delivered by the Council in the following manner:

- Stray dog collection: in hours, this service is provided by AMEY, as part of the Council's Street-care Service Contract, and out of hours by the City Council's zero-hours Dog Wardens.
- Kennelling of stray dogs (contract already in place with WRS since 1st February 2015, on a trial basis)
- Re-homing of stray dogs that are not claimed by their owners within 7 days (contract already in place with WRS, since 1st February 2015, on a trial basis)

3.3 This report recommends that all 3 elements of the stray dog service are provided to the City Council through Worcestershire Regulatory Services by amending the existing contract. Furthermore the report recommends that dogs collected in the City are not re-united at source if owners' details are obtainable through tags or micro-chip.

3.4 The reason for having reviewed the service was to explore an opportunity to offer a service that is consistent with neighbouring authorities, can be fully delivered by one service provider, and produce financial savings.

3.5 WRS can offer what the City Council has now, and will comply with all Health & Safety guidance / legislation, and ensure their Dog Wardens are trained, and all elements of the service are professional and consistent. Currently, there are compliance issues around H&S, Personal Protective Equipment, training and access to vaccinations (e.g. for tetanus), and the City Council runs the risk of falling foul of good professional practice. If WRS provided the service this would not be an issue as they have all the relevant policies and procedures in place.

3.6 WRS performance to date has been extremely good: the service is professionally run, it costs less and they take ownership of problems. It is encouraging more responsible dog ownership with owners having to pay to release their dogs, and this acts as a deterrent.

3.7 This proposal will include the cessation of stray dogs being reunited with their owners locally on being found to have a micro-chip or tag due to the costs associated with providing what is basically a taxi service. In addition to coming at a cost this service does not promote responsible dog ownership and administering it on a payment basis would prove extremely difficult at the doorstep.

4.0 Asset Based Community Development (ABCD) Considerations

4.1 ABCD would be difficult to apply in respect of this area of service as it is a statutory service the delivery of which can be difficult and can pose health & safety risks.

5.0 Alternative Options Considered

5.1 Continuing to operate a collection service using the AMEY in-hours service and City Council out of hours Dog Wardens. This would mean no changes are to be made, other than to review the out of hours' standby payments made to the Dog Wardens. The service provides no savings. This would deliver insignificant savings and would continue to mean that two separate service providers deliver the service which does not promote efficiency.

- 5.2 Cease operating an out of hours' stray dog service. This is not a realistic option given the legal obligation placed upon the City Council to deliver the service. It may be, however, that the City Council reviews the cost effectiveness of providing a collection service out of hours in 12 months' time. Some local authorities, for example, simply provide and publicise drop-off points (e.g. a vet's) where dogs can be taken and held until the next working day, when they can be collected by the Dog Warden.

6.0 Reasons for Recommendations

- 6.1 Savings would be made in the following areas: the out of hours' Dog Warden van and its associated costs; the Contact Centre no longer handling lengthy calls about lost or found dogs as callers would all be signposted to WRS; AMEY would no longer provide an in-hours Dog Warden service so there would be no need to cover this in the overall cost of the contract; and the cost per dog seized may reduce.
- 6.2 WRS is fully compliant in terms of training, H&S, duty of care and professional standards, policies and procedures. This would remove any potential litigation against the City Council for not ensuring their contractors or staff (AMEY for the in-hours service, the Dog Wardens for the out of hours' service), are compliant with regulations.

7.0 Future Work and Conclusions

- 7.1 Subject to approval, One Legal to make a variation to the contract with WRS, and agree a start date for the contract amendment.
- 7.2 HR would need to notify the Dog Wardens that they will not be required to provide out of hours cover with effect from the agreed date.
- 7.3 Residents need to be informed through the media (press release) and information updated on the City Council's website.
- 7.4 Review due at the end of 1 year, and a report for Cabinet on progress will be due during the last quarter of the 1 year trial period.

8.0 Financial Implications

- 8.1 The report outlines how savings to the value of £12,442 would be realised from the stray dog service being delivered by WRS rather than the current mixed provision of AMEY and City Council. An outline of these savings is included in the table on the following page.

	Costs / Income 2014-2015	Proposed Full Year Costs / Income (WRS)	Saving
Collection of Dogs In Hours; kennelling costs; re-homing costs	£28,242	£64,975	
Collection of Dogs Out of Hours	£21,000		
Income	Nil	£28,175	
Total	£49,242	£36,800	£12,442

8.2 Amey has reported that the cost to them of providing the stray dog service in 2014/15 was £28,242. We will look at the original tender and then historical costs to satisfy ourselves what level of contract reduction we expect to see and then reflect this in any service change notice.

8.3 Under the new arrangements the City Council's out of hour's dog wardens will no longer be required and will represent a saving to the Council. This additional cost was approximately £19k in 2014/15. There will also be a saving in vehicle costs to the Council of approximately £2k.

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

9.0 Legal Implications

9.1 The duty for the seizure of stray dogs under Section 149 of the Environmental Protection Act 1990 is placed on the City Council by virtue of it being a district council and coming within the definition of "local authority" in S149(11).

9.2 There is no need to go out to procurement as a variation to the existing contract between the City Council and Bromsgrove District Council will be sufficient. These services were in the original joint tender documents put out with Cheltenham Borough Council and Tewkesbury Borough Council but not included in the contract at that time. The contract provides that any variation is to be agreed in writing between the parties.

9.3 The removal of the dog warden service from the City Council's Streetcare contract with the Amey company will require some kind of service change or variation within the terms of that contract

9.4 The City Council is not obliged to offer work to Zero Hours workers, and they have no obligation to accept it. In normal circumstances, such workers have no right to notice or compensation if they are not required to work. One Legal agree with Gloucester City Council HR that would be deemed good practice to provide 1 month's written notice to the two City Council retained Zero Hours Dog Wardens.

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

10.0 Risk & Opportunity Management Implications

- 10.1 The Council would be simplifying and streamlining the process for seizing stray dogs, as well as their kennelling and re-homing. The City Council would be acting consistently with other neighbouring Authorities, Tewkesbury Borough Council and Cheltenham Borough Council.
- 10.2 All stray dogs would be handled by one service provider (WRS) from seizure to re-homing (if applicable), for ease of administrative processing and following laid down procedures and policies. Risk of litigation is reduced.
- 10.3 Savings would be made through changing the service provider, decommissioning the out of hours Dog Warden van and associated costs (petrol, insurance, MOT, breakdown cover); annual cost of the AMEY contract to be reduced accordingly.
- 10.4 It also builds in expertise, continuity, resilience and appetite.

11.0 People Impact Assessment (PIA):

- 11.1 An initial PIA has been carried out and it was not felt that a full PIA impact assessment was needed.

12.0 Other Corporate Implications

Community Safety

- 12.1 By providing a Dog Warden service (either directly, or through WRS), the City Council is ensuring that the number of stray dogs on the street is reduced, and minimises the safety issues associated with strays.

Sustainability

- 12.2 None.

Staffing & Trade Union

- 12.3 The current Dog Wardens providing the stray dog service out of hours do so on zero hour contracts.

Press Release drafted/approved

- 12.4 An approved press statement will be released to inform residents of the changes that have taken effect.

Background Documents: None

This page is intentionally left blank

Gloucester City Council

Meeting:	Cabinet	Date:	21 October 2015
Subject:	Energy Monitoring and Management - 2014/2015		
Report Of:	Cabinet Member for Environment		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Stephen McDonnell, Environmental Coordinator		
	Email:	stephen.mcdonnell@gloucester.gov.uk	Tel: 396209
Appendices:	None		

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 To inform Cabinet on energy usage across the Council's buildings during 2014/2015 and how improved management of energy is reducing consumption and costs.

2.0 Recommendations

- 2.1 Cabinet is asked to **RESOLVE** that:

- (1) The positive progress that has been made in reducing energy usage, consumption and costs across the Council's buildings during 2014-15 be noted.
- (2) The continued implementation of projects to minimise energy usage across the Council's buildings be supported and;
- (3) The adoption of the framework agreement with Advanced Demand Side Management Ltd (ADSM Ltd) to access the 'Aquafund' for water conservation improvements across the Council's buildings be noted.

3.0 Background and Key Issues

- 3.1 Gloucester City Council adopted a revised and updated Energy Management Strategy in 2012. One of the key objectives of this strategy was a commitment to reduce the Council's energy use across its buildings by 2% per year, along with a commitment to prepare and present an annual Energy Monitoring and Management Report to Cabinet.
- 3.2 Since 2003 the Council has implemented a number of capital projects aimed at reducing energy usage in all its main buildings. Selection of projects to implement is focussed on the length of payback before energy savings can be fully realised. In 2014-15 the main projects delivered were:

- Voltage Optimisation Technology in Docks Warehouses: This was installed in Herbert, Kimberley and Philpotts Warehouses in November 2013 and is currently being evaluated. It thought to have reduced electricity use in the three buildings by 5% in its first year by regulating voltage levels to a constant mains supply. We are currently in Year 2 of 3 years payback and the Council stands to save £7000/annum as a result of this project.
- Air Handling Units and Duct controls at GL1: This major refurbishment for the three swimming pools air handling systems was completed in July 2014 and is making significant reductions in energy use at GL1 through re-use of waste gases. The installation will be subject to a full evaluation to verify energy savings over the first 12 months of operation. We are currently in Year 1 of 5 years payback and the project is estimated to deliver £20,000 of annual savings.
- LED Lighting at Kings Walk Multi Storey Car Park: A trial at the car park has tested new lighting technology against conventional fluorescent lighting tubes and has demonstrated the clear benefits in terms of energy savings. Following on from this, quotes for refurbishing Longsmith Street Car park with LEDs have been received and will be implemented over the autumn. The payback period for this project is less than 12 months with savings estimated to deliver in the region of £13,000 annually on energy alone.

3.3 A number of other energy saving projects are in the process of development and evaluation. These include; Oxstalls Tennis Centre lighting replacement scheme, Crematorium heat exchanger connection, Herbert Kimberley and Philpotts Warehouse heating controls zoning and Building Energy Management System replacement. These and any other projects that are worthy of pursuing will be reported in subsequent updates.

Alternative Funding Steams

- 3.4 To make the available funding go further, Officers are investigating alternative funding opportunities to implement energy and water efficiency improvements. The most promising of these is an interest free loan from the Government branded as Salix Finance. This is available for certain eligible technologies, and whilst there are no specific deadlines for submitting applications, projects must achieve a payback of within five years to qualify.
- 3.5 Aquafund is another mechanism that can assist the City Council in making energy savings on water costs. Aquafund provides capital investment to reduce water costs for public sector bodies without the need for a budget. Gloucester City Council has now signed up to a framework agreement with ADSM Ltd and this will enable the City Council to access the finance. Projects to save water use in the Councils' buildings will be identified following an initial survey carried out within the Aquafund framework, and these will then be eligible for funding. ADSM have commenced bill verification process and will then undertake site surveys to look at current water use. A programme of action will then be agreed and implemented, paid for by the fund. Aquafund will then recoup their investment by equally sharing the savings with the City Council over an agreed term.

Overall Energy Cost

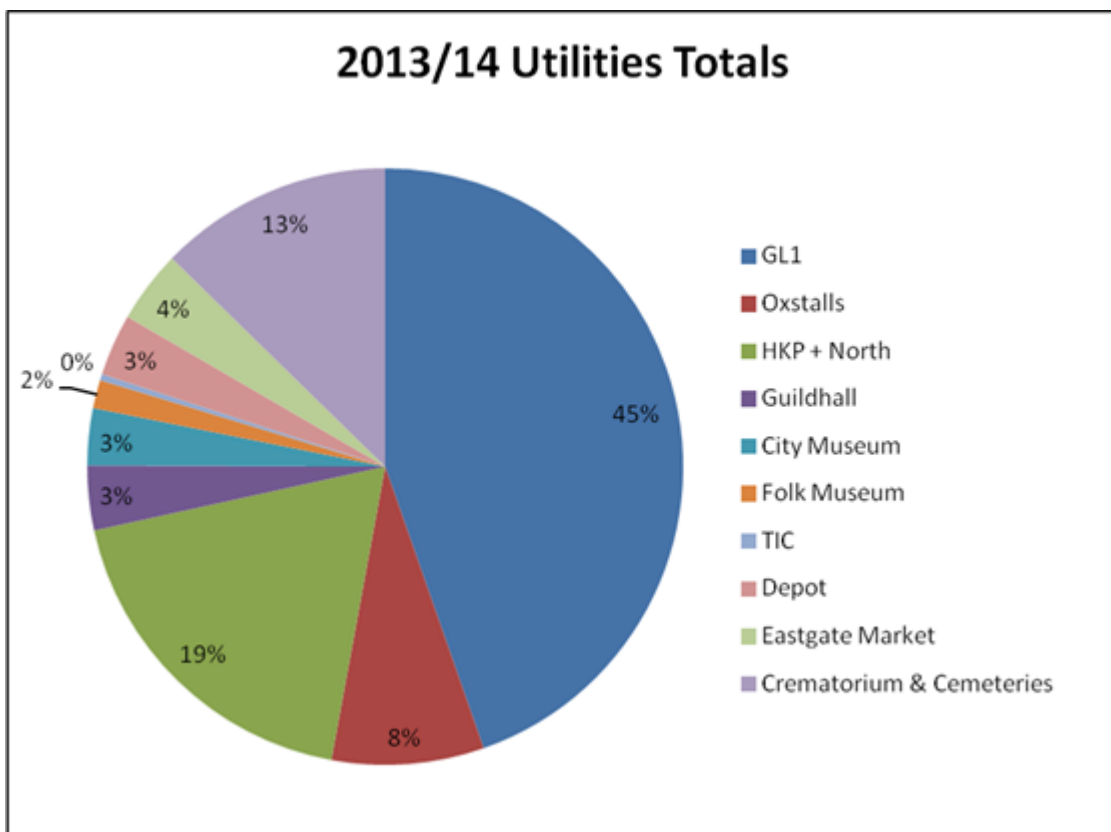
- 3.6 The Council's various operational buildings (including those operated by Aspire) reduced costs of electricity and gas in 2014/2015 by 12% from £852,205 in 2013/2014 to £742,892. The cost of water usage across all the Council's sites during 2014/2015 was £81,741 which was a 20% reduction on 2013/2014 where costs for water stood at £102,552.
- 3.7 The Council's total energy cost has reduced significantly over the last year with savings in part reflecting the reductions in energy usage as well as the reduction in the unit price of energy. In 2013-14 the wholesale reduction in oil price had not filtered through to the unit cost for power so although energy consumption was less there was an actual increase in cost.
- 3.8 Gas Use
Gas use in kilowatt hours over the entire Council estate for 2014-15 reduced by 23% compared with the previous year. Gas heats most of the Council's buildings and is also used to cool HKP. The actual cost of gas also reduced by 27% when compared with the previous year. This reduction was due in part to the milder winter but also prudent management and previous investment in energy efficiency improvements to our main buildings. When compared with the average annual use for the last five years consumption is still down by 5% which is encouraging. Gas use is down on all sites compared with last year, the most notable being: GL1 (- 19%); Oxstalls Tennis Centre (- 17%), the Guildhall (- 22%) and the Crematorium (15%). It is also pleasing to report that usage of gas in Herbert, Kimberley and Philpotts warehouses are also down by 13% and this has historically been one of the most difficult sites to achieve more efficient use of energy.
- 3.9 Electricity Use
Compared with last year electricity use over the entire estate has reduced by 13%, or 16% if purchased electricity is separated out (additional electricity is generated by the combined heat and power plant at GL1). When compared with electricity consumption over the previous five years, total electricity use has reduced by 12%. Interestingly for GL1, the site with the highest electricity use, it has seen a reduction of 28%, which is very significant and indicates that investment in new lighting and variable speed drives (pumps that rather than running flat out, vary depending on demand) are delivering efficiencies. The two sites where use has increased over the last 5 year period were the Folk Museum and the Eastern Avenue Depot operated by AMEY. These sites have both seen changes to occupancy and/or the fabric of the building and will be subject to further investigations to identify potential reductions in electricity usage.
- 3.10 Water Use
The other main utility cost for the Council is water, currently supplied by Severn Trent. During 2013 Officers worked with Severn Trent to consolidate the Council's 45 separate sites into a single account with annual usage and cost reporting. There remains however, considerable scope for savings through bill validation, more efficient consumption and reduction of wastage. Now that the Council has signed up to the Aquafund framework this work will be rolled out over the coming months as a priority. By utilising the Aquafund as outlined previously in this report, there is the potential for significant savings in cost and usage to be made.

3.11 Carbon Dioxide Emissions

The burning of fossil fuels generates greenhouse gases that contribute to climate change and the Council is committed to reducing its carbon footprint in line with Government targets through its Climate Change Strategy. The current UK emissions target is to reduce CO2 emissions by 80% by 2050 using 1990 as the baseline year. As we do not have detailed energy data from the year 1990 to present, our figures use the last ten years to track progress starting in 2003-4 when we launched our energy strategy. The Council's CO2 emissions have reduced by 19% when compared with the previous year. When compared with the baseline year 2003-4 they have reduced by 32%.

3.12 Energy Consumption Costs.

The pie chart at table 4 shows the proportion of energy cost by site. GL1 is clearly the largest energy user in the Council's property portfolio; however costs have fallen significantly as savings have been made as a result of capital investment. Next comes the HKP office complex followed by the Crematorium most of which is made up of gas for use in the cremators.



3.13 Other facts of interest are:

- Winter heating for the docks offices (Herbert, Kimberley and Philpotts and North Warehouses) costs approximately £423 per day.
- Summer cooling by the gas powered chiller units for Herbert, Kimberley and Philpotts Warehouses costs £62.20 per day.
- Energy costs at GL1 are £930 per day.
- Lighting and other electricity usage at the Docks Offices (Herbert, Kimberley, Philpotts and North Warehouse) costs £372 per day.

3.14 It should be noted that energy management of the Council's main buildings is a complex issue as there are many different types and uses of building. The basic policy seeks to reduce the energy used whilst not adversely affecting operational efficiency and levels of comfort for all types of users be they visitors, customers or staff.

4.0 Asset Based Community Development (ABCD) Considerations

4.1 Having considered the content of this report and the subject area there is little opportunity to introduce ABCD principles to this area of the Council's work.

5.0 Alternative Options Considered

5.1 A do nothing option if pursued would result in short term savings as capital investment would not be required. This would however result in long term financial impact especially as energy prices are expected to increase over the next several years and beyond. It would also mean the Council would not hit its own or the UK Government's CO2 reduction targets.

6.0 Reasons for Recommendations

6.1 It is important in assisting with the Council's medium term money plan, to utilise existing framework agreements to deliver both energy efficiency and water savings. With the predicted long term rises in utility costs, identifying energy and water savings is an important function of our business. For this reason we have chosen to adopt the Aquafund framework agreement as an alternative delivery mechanism for our water efficiency programme. Any new energy saving projects will be presented to the Capital Bid Programme Board.

7.0 Future Work and Conclusions

7.1 The Council approved a revised and updated Energy Management Strategy in 2012, part of which required an annual report to be presented to Cabinet on the energy used in the Council's buildings. This report confirms there has been a significant reduction in energy use across all our main sites. The continuous investment in improvements made to our main buildings is beginning to achieve the planned savings. Energy costs have also fallen due to external factors such as the oil price and a mild winter, but again reductions in use across the estate through efficiency mechanism has helped to further increase these savings.

8.0 Financial Implications

8.1 There are no financial implications arising from this report in terms of capital expenditure. However, in terms of preparing for future energy price increases which were predicted to rise by as much as 7% per annum), these forecasts need to be taken into consideration.

8.2 Aquafund is cost neutral as it allows access to a separate fund. This is the reason for adopting this framework scheme to deliver savings. Larger schemes such as lighting replacement with LEDs which do require capital investment will be subject to separate Salix funding bids and/or capital projects board approval.

8.3 With regard to overall costs there was an increase in electricity cost of £4,755.28 a saving of £20,810.81 on water and a saving of £114,068.43 on gas. There has been therefore total savings of £125,368.70 when compared with 2013-14 expenditure on utilities. It should be noted that the any energy saving in a building occupied by Aspire is a financial saving to the Leisure Trust and not to the City Council.

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

9.0 Legal Implications

9.1 One Legal will be consulted on any detailed component of the framework agreement.

9.2 They will also be consulted on any large scale procurement to ensure it fulfils procurement requirements.

9.3 One Legal advised Officers on the Aquafund framework agreement which was approved and then signed off at Director level which has enabled the City Council access to the scheme.

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

10.0 Risk & Opportunity Management Implications

10.1 The following risks and opportunities have been identified:

Risks	Opportunities
Increases in utility costs	Decreases in utility costs
Technology Failure/New technology not delivering	New technology delivering increased savings

11.0 People Impact Assessment (PIA):

11.1 The PIA Screening Stage was completed and did not identify any potential or actual negative impact, therefore a full PIA was not required.

12.0 Other Corporate Implications

Community Safety

12.1 There are no community safety implications to this report.

Sustainability

12.2 By introducing further measures to reduce energy use the Council is working steadily towards its environmental targets.

Staffing & Trade Union

12.3 Staffing - There are no direct staffing implications from this report.

Press Release drafted/approved

- 12.4 The reduction on energy usage is a positive story and when appropriate the County Council's press office will be contacted to help promote the story.

Background Documents: None

This page is intentionally left blank



Meeting:	Cabinet	Date:	21 October 2015
Subject:	Robinswood Hill Master Plan & Parks for People Funding Bid		
Report Of:	Cabinet Member for Housing and Planning, Cabinet Member for Environment		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Meyrick Brentnall, Environmental Planning Manager		
	Email:	meyrick.brentnall@gloucester.gov.uk	Tel: 396829
Appendices:	1. Parks for People Funding Information		
	2. Draft Memorandum of Understanding		

FOR GENERAL RELEASE

1.0 Purpose of Report

1.1 To update Cabinet on the progress made with the Robinswood Hill Master Plan Project and to seek approval to pursue Heritage Lottery Fund, Parks for People funding in partnership with the Gloucestershire Wildlife Trust (GWT).

2.0 Recommendations

2.1 Cabinet is asked to **RESOLVE** that:

- (1) The contents of the report be noted;
- (2) The draft Memorandum of Understanding (included at Appendix 2) be endorsed for completion;
- (3) Approval be granted for Officers to jointly develop a Master Plan in partnership with the Gloucestershire Wildlife Trust;
- (4) Use of the plan in providing a framework for decision making on Robinswood Hill over the next 10 years be supported;
- (5) Approval be granted for Officers to work in partnership with the Gloucestershire Wildlife Trust to develop a Big Lottery/Heritage Lottery Fund, Parks for People funding bid for improvements to Robinswood Hill, and
- (6) Capital receipts raised from the sale of Woods Orchard Car Park be utilised to jointly fund a Gloucestershire Wildlife Trust post over 2 years, which will have a specific remit to develop Master Plan, gather necessary evidence to submit a Parks for People Funding Bid and prepare and submit the Bid.

3.0 Background and Key Issues

- 3.1 Realising the benefits of working together to deliver improvements to Robinswood Hill in 2012, Gloucester City Council entered into an informal partnership with GWT and Gloucester City Homes (GCH). The main output of which has been the 'All Paths Lead to the Hill Project'.
- 3.2 The project has been a huge success with numbers of visitors increasing by over 40% during the period of the project. Many events have been run, and volunteer groups engaged. There have also been significant infrastructure improvements related to the project including the café and new access path/drive.
- 3.3 To help fund the project a successful Heritage Lottery Fund (HLF) bid for £92,000 was submitted by GWT to pay for Project Officers and capital improvements to the infrastructure on the hill. As of August the funding for that particular project has come to a close.
- 3.4 The intention is that this is just the start of a longer process that will culminate in a large lottery bid that could include a proposal to develop a new visitor centre or other infrastructure at Robinswood Hill. To help deliver this bid an application was submitted to HLF which would have allowed the project to continue and critical to the process was the gathering of evidence required as part of the large capital bid.
- 3.5 This application was encouraged by HLF and submitted in May 2015. Unfortunately our application was rejected as it was viewed as a continuation of an existing project rather than a new one. Positively however, further discussions with HLF have revealed that the Big Lottery/HLF joint fund is the best location for the current focus of our work and in particular a new visitor centre.
- 3.6 Officers of the Council and GWT are very much committed to developing the project however to build confidence for both parties a draft MOU has been drawn up to be signed by both parties. Irrespective of this GWT have committed to extending the Project Officer's contract. We are now classing this current stage of the project as Stage 2, with stage 3 being a final, large scale capital lottery bid for physical improvements.
- 3.7 As a Council we have previously committed to support the GWT Project Officers contract by £6,000 per year contingent on the sale of Woods Orchard car park on Robinswood Hill. GWT has asked if the Council would consider increasing the level of financial support it can provide to £12k a year over the 2 year project period and in principle Officers have no objection to this proposal.
- 3.8 This report seeks approval to continue to Stage 2 of the project and if granted this will allow the Council and GWT to continue the good work in engaging with local communities. The GWT Project Officers will now cast the net further afield to cover the whole of Gloucester. Importantly it will allow us to draw up a master plan for Robinswood Hill that will cover the appropriateness of new buildings, zones where different uses can be accommodated, plus take on ideas such as sculpture trails, access improvements and car parking arrangements.
- 3.9 As part of the wider process a 3D model of the hill has already been constructed and alongside an aerial photograph is being used to guide debate and focus

people's attention. This has already been showcased to Cabinet Members and will have numerous outings over the coming months. Of particular interest will be a senior stakeholder meeting planned this autumn where all elected Members will be invited to put forward their thoughts.

- 3.10 Over the next two years as information is gathered, it is the intention that a bid will be submitted to The BIG Lottery/HLF Parks for People fund. As land owner the City Council will be required to be the main partner with a bid of between £2 and £5 million likely to be sought depending on the outcome of the consultation exercise it likely this will focus on a new visitor centre.
- 3.11 It is anticipated that the actual grant application is jointly written by the Grant Development Officers at GWT and Environmental Planning Manager at the City Council and for it to receive Cabinet endorsement prior to being submitted.

4.0 Asset Based Community Development (ABCD) Considerations

- 4.1 The current project is very much community led with the Project Officers seeking views of and engaging with local people at every stage of the project. A significant part of stage 2 will further this work by seeking out what people want from Robinswood Hill and how they can help deliver it. Indeed the lottery will expect such if we are to have a good chance of securing a significant investment from them.

5.0 Alternative Options Considered

- 5.1 Do nothing; this would lose an opportunity for significant capital investment in Robinswood Hill. It would also hinder the good working relationship we have developed with GWT and make vulnerable their position within the City.

6.0 Reasons for Recommendations

- 6.1 Significant work has been implemented around Robinswood Hill over the past two years and many of the improvements have been outlined in this report. Continued close working with GWT is proving very productive and it would seem sensible for this to continue. Feedback received from the HLF provides us with confidence that future funding bids can be successful.

7.0 Future Work and Conclusions

- 7.1 It is the intention that the Project Officers carries on with the community development work and capital improvements to the Hill as well as become involved in the bid writing process. If the final bid is successful inevitably there will be significant work around the design and build of a new visitor infrastructure. This will require input from the Environmental Planning Team and Asset Management.

8.0 Financial Implications

- 8.1 If approved the Council will contribute £12k over next 2 years to a GWT Project Officer's post. It is anticipated that this money will be generated from the sale of Woods Orchard Car Park. It is the intention that the Parks for People bid is for the capital works for the Visitor Centre in their entirety. As the Project Officer will be

working on the capital funding bid it would be possible to use capital receipts for this post.

- 8.2 As the City Council will be the main body submitting the application we need to be aware of other bids for similar lottery funding that the City is putting forward to avoid any conflicts. There will of course be Officers' time in the bid but no extra costs are envisaged at this stage. If successful the partnership will need to contribute up to 10% of the development and delivery phase of the proposal. This can however be in kind, Officers' time, land value etc. Whatever the outcome of the consultation exercise, and the form of the final bid it needs to be apparent that any infrastructure proposed is not a financial burden on the City Council or the Wildlife Trust. If at any time the City feels that there are financial risks associated with the project then they have the option not to proceed.

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

9.0 Legal Implications

- 9.1 One Legal have been involved in the drafting of the MOU and will be consulted with regarding the bid and any conditional award if received.

(One Legal have been involved in the preparation of this report)

10.0 Risk & Opportunity Management Implications

- 10.1 The following risks and opportunities have been identified –

Risks	Opportunities
Bid is unsuccessful	A new Visitor Centre
Loss of key personnel	Greater use of Robinswood hill
Long term financial sustainability of any visitor centre/infrastructure	Closer working and integration with GWT

11.0 People Impact Assessment (PIA):

- 11.1 The PIA screening Stage was completed and did not identify any potential or actual negative impact, therefore a full PIA was not required.

12.0 Other Corporate Implications

Community Safety

- 12.1 There are no implications with regard to community safety in respect of this report.

Sustainability

- 12.2 The intention is that any new infrastructure will be an exemplar of sustainability. Any improvements to the Country Park would be carried out in a manner that improves the sustainability of the whole site.

Staffing & Trade Union

12.3 No staffing or trade union implications have been identified.

Press Release

12.4 Given the current status of the project a press release is not considered necessary.

Background Documents: None

This page is intentionally left blank

Part one: Introduction

Welcome

The Parks for People programme is for projects related to historic parks and cemeteries in the UK. You can apply for a grant from £100,000 to £5million. The application process is in two rounds.

In England, the programme is jointly funded with the Big Lottery Fund (BLF).

About this guidance

This guidance will help you decide whether this is the right programme for you, as well as providing you with the information you'll need to plan an application at both first and second rounds.

Read **Part one: Introduction** and **Part two: Application process** to find out about what we fund and how to apply.

Part three: Receiving a grant tells you about how we will work with you if you receive a grant.

Part four: Application form help notes provides information to help you answer each of the questions on the application form.

The **appendices** expand on our requirements for certain types of projects, and we have defined some of the terms we use in a **glossary** at the back.

Help we offer

Project enquiry service

Please tell us about your idea by submitting a project enquiry form online. Staff in your local HLF office will get in touch within 10 working days to let you know whether your project fits this programme and to provide support with your application. Information submitted as part of a project enquiry is not used in the assessment of an application.

We recommend that you read **Parts one and two** of this Parks for People application guidance before sending us your project enquiry.

We also provide a range of resources designed to help you plan your heritage project, and examples of projects that have successfully achieved outcomes for heritage, people and communities. You can find these online.



Who we fund

Under this programme, we fund applications from:

- not-for-profit organisations; and
- partnerships led by not-for-profit organisations.

If you are applying as a partnership, you will need to nominate a lead applicant. The lead applicant should provide a signed partnership agreement showing the involvement of each partner and how the project will be managed.

If private owners or for-profit organisations are involved in a project, we expect public benefit to be greater than private gain.

Here are some examples of the types of organisations we fund:

- local authorities;
- charities or trusts;
- other public sector organisations;
- Community Interest Companies;
- community/parish councils;
- social enterprises;
- community or voluntary groups.

We expect the lead applicant's constitution to include the following (unless the lead applicant is a public organisation):

- the name and aims of your organisation;
- a statement which prevents your organisation from distributing income or property to its members during its lifetime;
- a statement which confirms that, if your organisation is wound up or dissolves, the organisation's assets will be distributed to another charitable or not-for-profit organisation and not to the organisation's members;
- the date when the constitution was adopted; and
- the signature of your chairperson (or other suitable person).

What we fund

The heritage of a park or cemetery includes many different things from the past that we value and want to pass on to future generations, for example:

- the landscape design layout;
- surviving or lost historic features or buildings;
- natural heritage including priority habitats and species;
- archaeological sites, earthworks or features from an earlier phase of design;
- collections of plants, trees, objects or documents;
- cultural traditions such as stories, festivals, fairs and crafts;
- people's memories and experiences of the park or cemetery; and
- the history associated with individual features such as memorials or veteran trees.

We fund projects that make a **lasting difference** to **heritage, people** and **communities** in the **UK**.

When we say **project**, we mean work or activity that:

- is defined at the outset;
- has not yet started;
- will take no more than five years to complete;
- will contribute to achieving the outcomes we describe.

Our priority for this programme is to conserve the existing heritage of a designed park or cemetery.

The assessment process is competitive and we cannot fund all of the good-quality applications that we receive. As a guide, the following are unlikely to win support:

- projects outside of the UK;
- promoting the cause or beliefs of political or faith organisations; or
- projects where the **main focus** is:
 - the construction of a new building or structure, a car park, a sport or play facility;
 - a new park or cemetery, or a major redesign of an existing park or cemetery;
 - repairing memorials unless this is part of a wider cemetery conservation project;
 - meeting your legal and statutory responsibilities such as the requirements of the Equality Act 2010 which incorporates the Disability Discrimination Act.

By public park we mean an existing designed urban or rural park, the main purpose of which is providing free access to informal recreation and enjoyment. Our definition includes urban parks, country parks, gardens, squares and seaside promenade gardens.

By cemetery we mean a burial ground or cemetery that has a formal existing design.

You will need to show that the local community values the park or cemetery as part of their heritage, and that they are already actively involved in its management through, for example, a user group, a Friends group or other community group.

If you have a project mainly focused on restoring a principal building such as a mansion in a public park or a cemetery chapel, or concerning a churchyard, allotments, linear walks or other natural green spaces you should consider making an application through our other grant programmes.

As your project will involve **land, buildings or heritage items**, please read **Appendix 2: Property ownership**

If your project is designed to benefit people in Wales, we expect you to make appropriate use of the Welsh language when you deliver your project.

The difference we want to make

We describe the difference we want to make to heritage, people and communities through a set of outcomes. These are drawn directly from our research into what projects have actually delivered.

Your project will need to contribute towards the ten outcomes listed here. We will consider the quality of the outcomes that your project will achieve and anticipate that you will contribute to some more than others.

We describe the outcomes we value the most as 'weighted' outcomes.

We provide detailed descriptions of these outcomes in **Section four: Project outcomes** in **Part four: Application form help notes**. These tell you what changes we want to bring about with our funding, and include some suggestions of how you can measure them.

Outcomes for heritage:

W Weighted

With our investment, heritage will be:

- better managed **W**
- in better condition
- better interpreted and explained
- identified/recorded

Outcomes for people:

With our investment, people will have:

- developed skills **W**
- learnt about heritage
- volunteered time

Outcomes for communities:

With our investment:

- your local area/community will be a better place to live, work or visit **W**
- negative environmental impacts will be reduced
- more people and a wider range of people will have engaged with heritage.

Costs we can cover

Direct project costs

Your application should include all costs that are directly incurred as a result of the project.

Direct project costs include:

- new staff posts to deliver the project;
- extra hours for existing staff to deliver the project;
- the cost of filling a post left empty by moving an existing member of staff into a post created for the project;
- payments/bursaries for trainees;
- professional fees;
- capital work;
- activities to engage people with heritage;
- evaluation;
- promotion; and
- extra costs for your organisation, such as a new phone, extra photocopying, new computers or extra rent.

Direct project costs do not include:

- the cost of existing staff time (unless you are transferring an existing member of staff into a new post to deliver the project); or
- existing organisational costs.

Please read about our requirements for **buying goods, works and services** in **Part three: Receiving a grant**.

Full Cost Recovery

For voluntary organisations, we can also accept part of an organisation's overheads (sometimes called 'core costs') as a part of the costs of the project. We expect our contribution to be calculated using Full Cost Recovery. We cannot accept applications for Full Cost Recovery from public sector organisations, such as government-funded museums, local authorities or universities.

Your organisation's overheads might include overall management, administration and support, or premises costs that relate to the whole organisation. Under Full Cost Recovery we can cover a proportion of the cost of an existing member of staff, as long as they are not working exclusively on the HLF-funded project.

Recognised guidance on calculating the Full Cost Recovery amount that applies to your project is available from organisations such as the Association of Chief Executives of Voluntary Organisations (ACEVO) (www.acevo.org.uk) and Big Lottery Fund (www.biglotteryfund.org.uk). You will need to show us how you have calculated your costs, based on recent published accounts. You will then need to tell us on what basis you have allocated a share of the costs to the project you are asking us to fund, and we will assess whether this is fair and reasonable.

Your contribution

We ask you to make a contribution towards your project. We describe this as 'partnership funding' and it can be made up of cash, volunteer time, non-cash contributions, or a combination of all of these. Some of your partnership funding must be from your own organisation's resources.

The value of increased future costs of management and maintenance for up to five years after practical completion can be included as partnership funding. This cannot be used as your only partnership funding contribution from your own resources.

- If your total grant request is **less than £1million**, you must contribute at least **5%** of the costs of your development phase and **5%** of the costs of your delivery phase.
- If your total grant request is **£1million or more**, you must contribute at least **10%** of the costs of your development phase and **10%** of the costs of your delivery phase.

Other information about your application

Freedom of information and data protection

We are committed to being open about the way we will use any information you give us as part of your application. We work within the Freedom of Information Act 2000 and the Data Protection Act 1998. When you submit your declaration with your application form you are confirming that you understand our obligations under these Acts.

Complaints

If you want to make a complaint about HLF, we have a procedure for you to use. This is explained in *Making a complaint*, a document available on our website. Making a complaint will not affect, in any way, the level of service you receive from us. For example, if your complaint is about an application for funding, this will not affect your chances of getting a grant from us in the future

PARTNERSHIP AGREEMENT

BETWEEN

Gloucestershire Wildlife Trust

AND

Gloucester City Council

IN RESPECT OF

Collaborative working at Robinswood Hill Country Park, Gloucester

This Agreement dated

is made between:

Gloucestershire Wildlife Trust, Conservation Centre, Robinswood Hill Country Park,
Reservoir Road, Gloucester, GL4 6SX (GWT)

and

Gloucester City Council, Herbert Warehouse, The Docks, Gloucester, GL1 2EQ (GCC)

and relates to collaborative working at Robinswood Hill Country Park, Gloucester

1. Background

- 1.1 Robinswood Hill Country Park is a 100 hectare Local Nature Reserve and Country Park adjacent to the city of Gloucester.
- 1.2 Robinswood Hill Country Park is owned by GCC.
- 1.3 A renewed lease (“the Lease”) was signed on 28 January 2000 by GCC and Gloucestershire Wildlife Trust (GWT) by which GCC leases to GWT an area of land at Robinswood Hill Country Park together with any buildings (current or future) situated on this area of land. The Lease is for 99 years from 29 May 1992.
- 1.4 Since 1992 the headquarters of GWT has been located within the buildings located on the area of land at Robinswood Hill Country Park demised by the Lease.
- 1.5 In 2013 GWT and GCC together with Gloucester City Homes submitted a successful joint application to the Heritage Lottery Fund for the All Paths Lead to the Hill project. This project, which ended in 2015, had three broad aims: 1. to encourage more local residents to visit and enjoy Robinswood Hill; 2. to offer residents of Gloucester opportunities to learn about the natural, geographical and historical heritage of Robinswood Hill and 3. to support local communities living around Robinswood Hill to take part in practical conservation of Robinswood Hill's unique heritage.
- 1.6 GWT and GCC intend to build on the successes of the All Paths Lead to the Hill project by continuing their partnership working in respect of Robinswood Hill Country Park beyond the life of the All Paths Lead to the Hill project.
- 1.7 A successful outcome of the existing partnership working has been the setting up of ‘The Hill Café’. Both parties will undertake to support the continued operation of the café and any replacement facility where it is practicable for them both to do so.

2. Purpose

- 2.1 The purpose of this Agreement is to define the ongoing partnership working between GCC and GWT in respect of Robinswood Hill Country Park.

3. Principles and Objectives

- 3.1 The overarching principle of this agreement is for GCC and GWT to work in partnership at Robinswood Hill Country Park on the understanding that more can be achieved by working together than separately.
- 3.2 The overarching objective of this agreement is to achieve an exemplar urban nature park which shall have Green Flag Status at Robinswood Hill Country Park.

4. Duration

- 4.1 This agreement will have a duration of 10 years from 1st December 2015.

5. Supporting Documentation

- 5.1 A Conservation Management Plan has been produced for Robinswood Hill Country Park. This plan dictates the practical works to be undertaken at the Country Park. It has been signed by both parties.
- 5.2 A Master Plan will be written for Robinswood Hill Country Park before 2016. This Plan will articulate the vision and aspirations for the Park. It will build on the Conservation Management Plan and will be co-authored and agreed by GCC and GWT.

6. Roles and Responsibilities

- 6.1 GCC will continue to provide the ranger service for Robinswood Hill Country Park. Rangers will manage and maintain the site and its infrastructure and will deal with day-to-day management issues.
- 6.2 GWT and the Ranger Service will continue to perform a community engagement role for the communities surrounding Robinswood Hill Country Park subject to appropriate funding being available to the parties.
- 6.3 GWT will continue its role of mobilising and recruiting volunteers for work at Robinswood Hill.

7. Future Disposal of Robinswood Hill Country Park

- 7.1 In the event that GCC takes the decision to dispose of Robinswood Hill Country Park during the period of this agreement, it is the intention of GCC that GWT will be given an opportunity to acquire it in recognition of its investment at the site subject to any legal obligations that GCC might have in regard to such disposal.

8. Alternative Uses of Robinswood Hill Country Park

- 8.1 Sections of Robinswood Hill Country Park were designated as an Urban Fringe Local Nature Reserve in 2002 by GCC under Section 21 of the National Parks

and Access to the Countryside Act 1949, (as amended by Schedule 11 of the Natural Environment and Rural Communities Act 2006).

8.2 The quarry at Robinswood Hill Country Park is designated as a Site of Special Scientific Interest for its geological interest under Section 28 of the Wildlife and Countryside Act 1981.

8.3 In 2013, additional protection was secured for approximately 95% of Robinswood Hill Country Park via the Queen Elizabeth II Fields Challenge. The Park can therefore only be used for the purposes stated in the QEII Field Deed of Dedication.

8.4 Any alternative uses at Robinswood Hill Country Park would be subject to the provisions of the designations in 8.1, 8.2 and 8.3 above.

9. Commercial Activities

9.1 The parties wish to allocate income streams from activities at Robinswood Hill Country Park generated through the partnership for use in further Robinswood Hill Country Park-focussed activities. Decisions on the allocation of this income will be dealt with on a case by case basis using an agreed formula.

9.2 If, during the period covered by this agreement, GCC introduces parking charges for users of Robinswood Hill Country Park, GWT staff and visitors will be entitled to free parking. Income from car parking charges will be split 50/50 between GCC and GWT and will be used solely to benefit Robinswood Hill Country Park though it is understood there are no proposals to implement such charges.

9.3 Any commercial activities at Robinswood Hill Country Park undertaken solely by either party shall be regarded as outside of this partnership agreement and not subject to the provisions of clause 9.1.

10. Funding Bids

10.1 All future funding bids by either party will reflect the content of the Robinswood Hill Country Park Conservation Management Plan and the Robinswood Hill Country Park Master Plan.

10.2 The parties will continue to work in partnership after the conclusion of the All Paths Lead to the Hill project on bids to ensure appropriate resources to deliver the Robinswood Hill Country Park Conservation Management Plan and the Robinswood Hill Country Park Master Plan.

10.3 Each party will keep the other informed of future bids for funding for Robinswood Hill Country Park and will ensure that all bids are coordinated to maximise the chances of success. Neither party will submit a funding bid concerning Robinswood Hill Country Park without consulting and gaining prior consent from the other party.

10.4 Where practicable, joint bids will be submitted for funding for activities at Robinswood Hill Country Park.

10.5 Both parties will provide letters of support for the other's funding bids for activities at Robinswood Hill Country Park.

11. Communications

11.1 GCC and GWT will endeavour to present a united front to all stakeholders and to the general public in respect of activities at Robinswood Hill Country Park.

11.2 Six-monthly meetings between the parties will continue at an operational level throughout the period of this agreement. During these meetings the parties will keep one another informed of proposed and planned activities at Robinswood Hill Country Park.

11.3 Strategic level meetings will be scheduled twice a year.

11.4 The steering group established during the All Paths Lead to the Hill project will continue in a similar format beyond the end of the project and throughout the period covered by this agreement. Its role shall be advisory to GWT and GCC but they shall not be bound by its representations.

11.5 All relevant press communications in relation to Robinswood Hill Country Park will be jointly agreed between the parties.

11.6 All relevant signage at Robinswood Hill Country Park (for example the welcome signs at the main entrances) will be jointly agreed between the parties and will be co-branded.

11.7 When engaging with local communities, relevant information shall be shared between GWT and GCC subject to the provisions of the Data Protection Act 1998.

12. GWT Headquarters at Robinswood Hill

12.1 In the period since it commenced occupation of the buildings located on the area of land demised by the Lease, GWT has significantly increased in size such that the current building is too small to comfortably accommodate its staff members and associated volunteers. GWT is therefore assessing its future requirements for office space. As part of this exercise, GWT would like to explore the expansion of its current headquarters at Robinswood Hill Country Park.

12.2 Should GWT, during the course of this agreement, express an interest in expanding its footprint at Robinswood Hill Country Park, GCC would be sympathetic to a reasonably sized expansion subject to any legal obligations upon GCC that might be relevant to such an expansion.

13. Ranger Centre Accommodation and Large Equipment

13.1 Following the relocation of the rangers from Robinswood Hill Farm to the Ranger Centre and the failure to secure a large equipment store at Netheridge, GCC will investigate the potential to re-locate some large equipment within the City of Gloucester. It is understood that GWT may wish to locate some of its

operational equipment in a joint store and both parties will co-operate in seeking to develop such a facility. It is understood that both parties will share equipment when it is practicable to do so.

14. Review of the Agreement

14.1 This agreement will be reviewed on an annual basis by the Chief Executive of GWT and the Environmental Planning Service Manager in consultation with Head of Neighbourhood Services of GCC. The purpose of the review shall be to:

14.1.1: To consider the operation of the agreement generally; and

14.1.2 Agree any changes that may be necessary to the agreement with any such changes being recorded in writing; and

14.1.3: Consider whether there is any necessity to terminate the agreement in accordance with clause 16.2 or 16.3.

14.2 The agreement will be reviewed as soon as practicable, but otherwise in accordance with clause 14.1, in the event of an occurrence that in the reasonable opinion of both parties is likely to have a significant impact on future partnership working at Robinswood Hill Country Park.

15. Dispute Resolution

15.1 In the event of a dispute between the parties, the dispute will be resolved by senior managers from both parties in the first instance.

15.2 Where senior managers are unable to resolve the dispute, the Chief Executive of GWT and a Corporate Director of GCC will resolve the dispute.

15.3 In the event that it is not possible to resolve the dispute under the provisions of clause 15.2 then, the trustees of GWT and representatives of the GCC Cabinet will resolve the dispute.

15.4 Where resolution of the dispute has not been reached under clause 15.3, the agreement shall be terminated in accordance with the provisions of clause 16 .

16. Termination

16.1 Either party may terminate this agreement if the other party is found to be in material breach of any of the terms of the agreement (such breach not being the subject of a genuine dispute) and, if the breach is capable of remedy, the party fails to remedy such breach within thirty days of written notice from the other specifying the breach and requiring it to be remedied

16.2 Either party may terminate this agreement by providing 12 months written notice to the other party.

16.3 The parties may terminate this agreement by mutual consent giving each other such period of written notice that they may agree.

17. No Legal Partnership or Agency

17.1 This agreement shall not constitute or imply any partnership, joint venture, agency, fiduciary relationship or other relationship between the parties, other than the rights and obligations expressly set out in this agreement. Neither party shall make or hold itself out as having authority to make any commitments on behalf of the other party.

Signed

Name Roger Mortlock
Job title Chief Executive
On behalf of Gloucestershire Wildlife Trust

Signed

Date

Name Ross Cook
Job title Corporate Director
On behalf of Gloucester City Council

Signed

Date

This page is intentionally left blank



Meeting:	Planning Policy Sub Committee	Date:	17 September 2015
	Cabinet		21 October 2015
Subject:	Interim Planning Policy for Mobile Catering Units		
Report Of:	Cabinet Member for Housing and Planning		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Philip Bylo, Interim Planning Policy Manager		
	Email: philip.bylo@gloucester.gov.uk		Tel: 396854
Appendices:	None		

FOR GENERAL RELEASE

1.0 Purpose of Report

1.1 To propose an interim planning policy for mobile catering units for use in development management purposes in response to a Member request to consider the issue.

2.0 Recommendations

2.1 Planning Policy Sub-committee is asked to **RECOMMEND** that the proposed interim policy for mobile catering units be approved by Cabinet for a six week period of public consultation.

2.2 Cabinet is asked to **RESOLVE** that the proposed interim planning policy for mobile catering units be approved for a six week period of public consultation.

3.0 Background

3.1 Members have expressed some concern recently with regard to planning applications received for mobile catering units given the need to maintain a balance of the number of mobile catering units available for the public against permanent hot food establishments, as well as concerns with regard to visual and residential amenity, transport impacts, possible pollution issues and health issues generally.

3.2 Whilst some short term temporary uses may come under Permitted Development rights, the more permanent and regular stationing of a mobile catering unit would normally require planning permission by virtue of the change of use of the land on which the unit is situated. It is appropriate to consider the planning application on its own merits, and against the existing policies and key issues identified in the following section.

4.0 Existing Plans and Policies

4.1 Where consistent with the National Planning Policy Framework (NPPF), due weight should be given to the relevant policies in existing plans. The policies of the 2002 Local Plan (second stage deposit) that are relevant are:

- a) BE.21 – Safeguarding of Amenity – planning permission should not be granted for any new building, extension or change of use that would unreasonably affect the amenity of existing residents or adjoining occupiers.
- b) FRP.11 – Pollution – development that may be liable to cause pollution of water, air or soil, or pollution through noise, dust, vibration, light, heat or radiation will only be permitted if the quality and enjoyment of the environment would not be unduly damaged or put at risk.
- c) TR.31 – Road Safety – planning permission will be granted for development that deals satisfactorily with road safety issues.
- d) ST.8 – Creating attractive routes to the Centre – new development alongside main routes to the Centre will be expected to be of a high quality to make the routes more attractive to residents and visitors.

4.2 On adoption, the Joint Core Strategy and City Plan will provide a revised planning policy framework for the Council. The City Plan will be the most relevant plan for this purpose but is currently at an early stage of completion and therefore carries little weight at the current time. The proposed policy set out below would eventually form part of the City Plan document.

5.0 Key Issues and Proposed Policy Response

5.1 Officers have reviewed the key issues arising from mobile catering units and consider the key issues of significance for Gloucester to be the following:

- a) Visual impact – does the mobile catering unit have an unacceptable visual impact on the location in question?
- b) Residential amenity – does the mobile catering unit have an unacceptable impact on the residential amenities of nearby residents?
- c) Transport impact – does the mobile catering unit have a severe impact on road safety?
- d) Pollution issues – are there any unacceptable environmental impacts arising?
- e) Health issues - are there any health issues arising, such as from the types of food and drink being sold or the location of the proposed facility?

5.2 Our proposed interim planning policy response is therefore as follows:

Draft Policy for Mobile Catering Units

Proposals for mobile catering units will be supported where the following criteria are met:

- a) The design of the mobile catering unit would not have a significant adverse impact on the visual amenity of the area;*
- b) The proposal would not have a significantly adverse impact on neighbouring properties and uses within a reasonable distance of the proposed location in terms of noise, traffic disturbance, odour, litter, light or hours of operation;*
- c) The proposal would not have a severe impact on the surrounding highway network, traffic safety or create unacceptable parking issues;*
- d) The proposal incorporates adequate waste storage and disposal facilities; and*
- e) Consideration may be given to any positive health impacts provided by the range of food and drink available to customers, and the proposed location of the facility.*

Note: The Council will expect mobile catering units to be removed from the site following each day of trading, when located on public land.

5.3 Although applicants for mobile catering units tend to apply for 7 days a week they don't always use this allowance. This note to the proposed interim policy will help prevent the units being parked in position 24 hours a day, 7 days a week, which sometimes occurs. This would benefit the visual amenities of the area and availability of on street parking at non trading times.

6.0 Asset Based Community Development (ABCD) Considerations

6.1 The proposed public consultation on the interim policy will provide an opportunity for us to hear feedback from the public on this issue. The planning application process for mobile catering units would also consult nearby residents.

7.0 Alternative Options Considered

7.1 The alternative option is to move forward using existing planning policies to guide decisions on mobile catering units until such time that we progress the new planning policies through the City Plan.

7.2 Issues including retail impact and distribution of mobile units were considered as part of the proposed interim policy but were not taken forward following consultation with the Development Management section, drawing on their experience of handling planning applications and appeals for mobile catering units.

8.0 Reasons for Recommendations

8.1 Officers have undertaken a review of the key issues arising and consider that the above interim policy response represents an appropriate and constructive policy response. This will be taken forward both independently for the purposes of

supporting development management cases arising in the short term, and also through the ongoing City Plan work.

9.0 Future Work and Conclusions

- 9.1 The results of the public consultation will be reported back to Cabinet and the formal adoption of the interim policy will be sought.
- 9.2 Once formally adopted the interim policy will have additional weight for decision making purposes, and then it can also form part of the ongoing City Plan work.

10.0 Financial Implications

- 10.1 There are no financial implications associated with this decision. The financial implications of implementing the policy will be considered and reported to Cabinet with the results of the consultation.

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

11.0 Legal Implications

- 11.1 The interim policy will have to be taken into account in development management decision making.
- 11.2 Given that the policy is an interim policy it does not form part of the Development Plan and therefore does not enjoy the benefit of the statutory presumption contained in Section 38 of the Planning and Compulsory Purchase Act 2004.

(One Legal has been consulted in the preparation of this report.)

12.0 Risk & Opportunity Management Implications

- 12.1 No negative impacts identified. This is an opportunity to address the issue directly with planning policy prior to the completion of the City Plan.

13.0 People Impact Assessment (PIA):

- 13.1 Potential negative impacts of an increase in anti-social behaviour close to a mobile catering unit; and often less than desirable access for wheelchair users.

14.0 Other Corporate Implications

Community Safety

- 14.1 The positioning of mobile catering units may have implications for potential anti-social behaviour within communities and associated safety implications for the local residents.

Sustainability

- 14.2 The interim policy will assist with ensuring a sustainable quantum and distribution of mobile catering units available to the members of the public.

Staffing & Trade Union

14.3 Not applicable.

Press Release

14.4 An approved press statement will be released should the draft policy be approved for the purposes of public consultation.

Background documents: None

This page is intentionally left blank