



Herbert Warehouse
The Docks
Gloucester
GL1 2EQ

Wednesday, 21 September 2016

TO EACH MEMBER OF GLOUCESTER CITY COUNCIL

Dear Councillor

You are hereby summoned to attend a **MEETING OF THE COUNCIL** of the **CITY OF GLOUCESTER** to be held at the Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP on **Thursday, 29th September 2016 at 7.00 pm** for the purpose of transacting the following business:

AGENDA

1. **APOLOGIES**

To receive any apologies for absence.

2. **MINUTES (Pages 9 - 20)**

To approve as a correct record the minutes of the Council Meeting held on 21 July 2016.

3. **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.

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:

- Matters which are the subject of current or pending legal proceedings or
- Matters relating to employees or former employees of the Council or comments in respect of individual Council Officers.

5. **PETITIONS AND DEPUTATIONS (15 MINUTES)**

A period not exceeding three minutes is allowed for the presentation of a petition or deputation provided that no such petition or deputation is in relation to:

- Matters relating to individual Council Officers, or
- Matters relating to current or pending legal proceedings

6. **ANNOUNCEMENTS**

To receive announcements from:

- a) The Mayor
- b) Leader of the Council
- c) Members of the Cabinet
- d) Chair of Committees
- e) Head of Paid Service

7. **MEMBERS' QUESTION TIME**

- a) Leader and Cabinet Members' Question Time (30 minutes)

Any member of the Council may ask the Leader of the Council or any Cabinet Member any question without prior notice, upon:

- Any matter relating to the Council's administration
- Any matter relating to any report of the Cabinet appearing on the Council's summons
- A matter coming within their portfolio of responsibilities

Only one supplementary question is allowed per question.

- c) Questions to Chairs of Meetings (15 Minutes)

ISSUES FOR DECISION BY COUNCIL

8. **GLOUCESTER CITY PLAN PROGRAMME (Pages 21 - 26)**

To receive the report of the Cabinet Member for Housing and Planning which responds to a motion at Special Council on 30 June 2016 asking that Members should receive the programme for the progression of the Gloucester City Plan and its subsequent submission to the Planning Inspectorate.

MOTIONS FROM MEMBERS

9. **NOTICES OF MOTION**

1. **PROPOSED BY COUNCILLOR HILTON**

"This Council notes that Gloucester Day is a recently reinstated annual day of

celebration of the city's history and culture.

Gloucester Day was first held in the modern era on 5th September 2009, but originally dates from the lifting of the Siege of Gloucester in 1643, during which the city held out against royalist forces during the First English Civil War. The lifting of the siege was celebrated annually in the city for years afterwards but died out in the nineteenth century.

This council thanks the organisers of this year's Gloucester Day celebrations and wishes them well in planning the 2017 celebrations.

This council also remembers the sacrifice and determination of the people of Gloucester as they defended the parliamentary garrison (10th August to 5th September 1643) against the besieging army of King Charles I. The siege ended with the arrival of a relieving parliamentary army under the Earl of Essex.

This council recognises that the Siege of Gloucester is one of the most important events in the history of this city of which we should all be proud and that we agree to set up a cross party working group to consider what else we can do to remember and commemorate the events of 1643."

2. PROPOSED BY COUNCILLOR LUGG

"Gloucester City Council notes the recent media attention and prominence of environmental crime, primarily flytipping, and particularly in the Barton and Tredworth ward.

Council notes that Barton and Tredworth was, last year, the City's flytipping hotspot with 1519 incidents reported, more than ten times the number in second place Moreland (147) and Matson and Robinswood (132). The ward has had the worst problem in the City for many years.

Resident's quality of life and the appearance of the City is damaged by flytipping and other environmental crimes. The taxpayer has to pick up the bill.

Council calls upon the newly appointed Cabinet Member for Environment and the administration to take a firm stance against environmental crime as a priority, drawing on best practice from elsewhere in prevention and enforcement, to reduce the incidence of flytipping across Gloucester, particularly in identified hotspots.

Council resolves to work more effectively with local agencies, community groups and Gloucester City Homes, where appropriate, to use all available powers and step up enforcement to prosecute those flytipping."

3. PROPOSED BY COUNCILLOR HAIGH

"This Council notes the recent Rowntree Foundation report 'Overcoming Deprivation and Disconnection in UK Cities' which identified communities in

Gloucester that form a disconnected core, and poor access to jobs and housing are key factors in deprivation.

Gloucester is the 139th most deprived district in the country, with areas of several wards in the top decile for housing, employment and income deprivation nationally.

The Rowntree report identified that top down “macro” approaches to deprivation, such as investment through the LEP, are doing little to improve the life chances of people in these wards; they recommend that a “micro” approach is taken to combat the unique factors that affect the life chances of residents. Regeneration in the City Centre is important, but the benefits of that regeneration must reach across the City and into all of our communities.

Deprivation can only be challenged effectively when professionals in housing, health and educational services work together with residents to meet the needs and issues of specific neighbourhoods and communities.

Councils have a duty to shape communities and drive improvements in the lives of resident.

This Council should take a lead in bringing together agencies and communities to identify and act upon the factors that are barriers to work and housing.

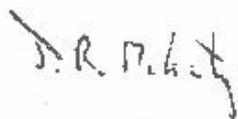
This Council resolves to take a flexible approach to working with communities to meet the needs that they identify, as well as achieving improved life chances for residents.

This Council will work with communities and agencies to formulate neighbourhood agreements, establishing responsibilities on both sides, as a way of building strong and active communities in a time of shrinking budgets.”

10. **WRITTEN QUESTIONS TO CABINET MEMBERS (Pages 27 - 28)**

Written questions and answers. Only one supplementary question is allowed per question.

Yours sincerely



Jon McGinty
Managing Director

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 Tanya Davies, 01452 396125, tanya.davies@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. There is no requirement for those wishing to record proceedings to notify the Council in advance; however, as a courtesy, anyone wishing to do so is advised to make the Mayor aware before the meeting starts.

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.

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COUNCIL

MEETING : Thursday, 21st July 2016

PRESENT : Cllrs. Hampson (Mayor), Hansdot (Sheriff & Deputy Mayor), James, Dallimore, Noakes, D. Norman, Organ, Haigh, Hilton, Gravells, Tracey, Stephens, Lugg, Hanman, Lewis, Morgan, Wilson, Bhaimia, Williams, D. Brown, Dee, Taylor, Toleman, Pullen, H. Norman, Pearsall, Brazil, J. Brown, Cook, Coole, Fearn, Hawthorne, Hyman, Melvin, Ryall and Smith

Others in Attendance

Jon McGinty, Managing Director
Anne Brinkhoff, Corporate Director
Jonathan Lund, Corporate Director
Jon Topping, Head of Finance
Shirin Wotherspoon, Solicitor
Tanya Davies, Democratic and Electoral Services Manager

APOLOGIES : Cllrs. Porter, Patel and Finnegan

14. MINUTES

14.1 Councillor Haigh (Leader of the Labour Group) stated that she accepted that the minutes of the meeting held on 30 June 2016 were a correct record, but asked that a formal note be made of the tributes and one minutes silence conducted in honour of Jo Cox MP and former Councillor Rose Workman prior to the start of the meeting. She requested that steps be taken to ensure that such events form part of the formal agenda in future to enable them to be properly recorded in the minutes.

14.2 **RESOLVED** – That the minutes of the meetings held on 23 May and 30 June 2016, be approved and signed by the Mayor.

15. DECLARATIONS OF INTEREST

15.1 There were no declarations of interest.

16. PUBLIC QUESTION TIME (15 MINUTES)

16.1 There were no public questions.

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17. PETITIONS AND DEPUTATIONS (15 MINUTES)

17.1 There were no petitions or deputations.

18. ANNOUNCEMENTS

Mayor

18.1 The Mayor presented certificates to the following Councillors in recognition of their long service:

- Councillor Paul James (20 years)
- Councillor Kevin Stephens (20 years)
- Councillor Jeremy Hilton (21 years)
- Former Councillor Phil McLellan (22 years)
- Former Councillor Mary Smith (22 years)
- Councillor Pam Tracey (24 years)

The Mayor noted that the only serving Councillor who had served for longer than Councillor Tracey was Councillor Andrew Gravells (31 years) and that he had previously received a certificate.

Leader of the Council

18.2 On behalf of the Cabinet Member for Environment, Councillor James (Leader of the Council) reported that 44.34% of waste collected in June had been recycled, along with 5% of waste deposited at Hempsted Household Recycling Centre. 271 tonnes of food waste had also been recycled, which was 45% higher than in June 2015. He praised both staff and residents for achieving such high rates.

18.3 Councillor James announced that the Council had received a letter from Rory Stewart MP, the former Parliamentary Under-Secretary of State for Environment, Food and Rural Affairs, to congratulate all those involved in the Clean for the Queen initiative ahead of the Queen's 90th Birthday celebrations. He advised that the letter would be circulated to all Members.

Cabinet Members

18.4 Councillor Dallimore (Deputy Leader of the Council and Cabinet Member for Communities and Neighbourhoods) highlighted the launch of the Best Bar None Awards 2016 and noted the Council's success in the previous year. She asked Members to encourage community pubs in their wards to put themselves forward in the dedicated new category and noted that Members may wish to use their Councillors' Community Fund to pay the £50 entrance fee.

18.5 Councillor Organ (Cabinet Member for Housing and Planning) highlighted the 150th anniversary of Fielding and Platt and summarised the important contributions they had made to engineering and the life of the City.

18.6 Councillor Organ acknowledged the upcoming Retro Festival on 27 August 2016 and encouraged all Members to attend.

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- 18.7 Councillor Organ announced that Barnwood Park and Arboretum and Robinswood Hill Country Park had been awarded Green Flag status and congratulated all those involved.
- 18.8 Councillor Noakes (Cabinet Member for Culture and Leisure) reminded those Members attending the Carnival on 23 July 2016 that a bus would transport Members from the Three Choirs Opening Ceremony.

19. MEMBERS' QUESTION TIME

Cabinet Members' Question Time

- 19.1 Councillor Haigh asked the Cabinet Member for Housing and Planning whether, in light of the recommendations of the Task and Finish Group on standards in the private rented sector, consideration had been given to introducing special licensing powers for HMOs and other properties in the private rented sector where there were issues.
- 19.2 Councillor Organ congratulated those involved in the Task and Finish Group and the subsequent prosecutions. He advised that careful consideration would be given to a forthcoming government directive about licensing such properties.
- 19.3 Councillor Haigh stated that seven months had already passed and asked whether, if the directive was not published soon, the Cabinet Member would consider using existing powers to ensure that homes were safe and decent.
- 19.4 Councillor Organ advised that he would consider using existing powers.
- 19.5 Councillor Haigh asked the Leader of the Council to brief Members on the impact of Brexit on devolution proposals.
- 19.6 Councillor James advised that Councillor D. Norman was the lead ember for devolution and that Members would be briefed as soon as there was information available to be shared.
- 19.7 Councillor Haigh asked whether it was more likely that a devolution deal would be linked to a requirement for a directly-elected Mayor.
- 19.8 Councillor James stated that it was not possible to speculate about the likely governance arrangements, but agreed to address the matter when more information became available.
- 19.9 Councillor Hilton asked the Leader of the Council if he agreed about the importance of ensuring that EU nationals resident in Gloucester would be allowed to remain in the UK following the EU referendum result.
- 19.10 Councillor James advised that he shared the view of the Prime Minister that the rights of EU nationals to remain in the UK and the rights of UK nationals living in the EU needed to be respected.

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- 19.11 Councillor Hilton asked if the Leader would write to the Prime Minister to seek a guarantee that EU nationals living in Gloucester would be able to stay in the City.
- 19.12 Councillor James advised that he would raise the matter with the City's MP, Richard Graham.
- 19.13 Councillor Hilton asked the Cabinet Member for Culture and Leisure whether the agendas and minutes of the Interim Culture Board would be made public.
- 19.14 Councillor Noakes stated that there were currently no formal papers to publish as work was focused on formally recruiting to the Board. She reported that the agenda for the last meeting of the Interim Board was concerned with ensuring that the recruitment process proceeded in an engaging manner in order to attract suitable applicants. She stated that, once the Board was formally constituted, papers could be made available for publication.
- 19.15 Councillor Hilton asked the Cabinet Member to provide Members with a written account of the recruitment process.
- 19.16 Councillor Noakes advised that the recruitment pack and dates for roadshows would be shared with all Members and asked Members to encourage suitable individuals to apply.
- 19.17 Councillor Wilson asked the Cabinet Member for Communities and Neighbourhoods what the Council was doing to ensure that Gloucester Park was safer at night.
- 19.18 Councillor Dallimore stated that she was horrified to hear of the recent incident in the park and advised that a number of improvements had been made recently, including CCTV and environmental work to make the areas more open. She advised that there would be a general increase in police patrols and that the principles of the recently approved Safe and Attractive Streets Policy applied equally to the park. She stated that she did not want people to stop using the park and highlighted the events and facilities available; she pledged to continue working with partners to further improve safety.
- 19.19 Councillor Pullen asked the Cabinet Member for Environment if it was acceptable for shredded metal to have been left behind when the grass was recently cut at Parry Field, preventing the local children's football team from using the pitch.
- 19.20 On behalf of the Cabinet Member for Environment, Councillor James stated that it was not acceptable. He undertook to raise it with Amey, the Council's service provider and provide a written response. He asked Councillor Pullen to pass on his apologies to those affected.
- 19.21 Councillor Pullen advised of a further incident that resulted in a young person twisting their ankle due to the nature in which the grass had been cut and he asked the Leader if he agreed that the contract was being delivered poorly by poorly trained staff.

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- 19.22 Councillor James advised that he did know the detail of the incidents raised and that he provide a full written response after further investigation.
- 19.23 Councillor J. Brown asked the Cabinet Member for Environment way, more than two weeks after the sign in Barnwood Park that identified the 'dogs on leads' area had been vandalised, it had not been replaced.
- 19.24 On behalf of the Cabinet Member for Environment, Councillor Noakes explained that she had requested that the sign not be replaced in order for proper consultation on the designation of a 'dogs on leads' area to take place. She advised that Councillor J. Brown had been invited to attend a meeting with officers and that she hoped to bring the matter to a satisfactory conclusion.
- 19.25 Councillor J. Brown stated that she was not able to attend the meeting and asked why, if the proper legal process had been followed, was consultation now necessary, or why, if consultation was required, had it not taken place.
- 19.26 Councillor Noakes advised that normal practice was to consult on such matters irrespective of the legal requirements and that she could not comment on why consultation was not undertaken. She stated that it was necessary to ensure that enforcement was possible before making such a designation.
- 19.27 Councillor Stephens asked the Cabinet Member for Environment to carry out an urgent review of the seagull menace in the City and update the Council's website with the current advice to residents. He added that the current programme had resulted in success for commercial areas causing an adverse effect on residential areas and that the Council should review the need for practical help for residents in tackling the issue.
- 19.28 On behalf of the Cabinet Member for Environment, Councillor James noted that the budget for gull control work had been substantially increased and that a new contract had been in place for a year. He agreed that it was right to review its success and look at the specific issues raised whilst keeping in mind the practical and financial limitations. He undertook to instruct officers to update the Council's website.
- 19.29 Councillor Stephens asked for details of the timescales for a review.
- 19.30 Councillor James advised that he would ask officers to provide Councillor Stephens with the timescales.
- 19.31 Councillor Morgan asked the Cabinet Member for Housing and Leisure what steps he planned to take in respect of prolonged inaction on development sites across the City.
- 19.32 Councillor Organ stated that there was no easy solution because, although it was in no one's interest to leave sites undeveloped, developers were subject to a number of challenging factors in respect of finance and changes in the market. He advised that there was no single solution, but that maintaining communication on both sides was key to encouraging progress.

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- 19.33 Councillor Morgan asked the Cabinet Member to consider how to communicate with the public in respect of sites that remain undeveloped.
- 19.34 Councillor Organ advised that there were some issues of confidentiality, but that it was desirable to keep the public informed and provide opportunities to comment where possible; he explained that work with the Planning team on such matters was ongoing.
- 19.35 Councillor Fearn asked the Cabinet Member for Performance and Resources to give assurances that jobs would be protected in light of the Council's £1 million savings target.
- 19.36 Councillor D. Norman (Cabinet Member for Performance and Resources) advised that he could not give any guarantees about jobs because all non-statutory services would be scrutinised in the pursuit of the required savings in order to identify ways of doing things differently.
- 19.37 Councillor Fearn asked whether Members' Allowances should be considered as part of the savings exercise.
- 19.38 Councillor D. Norman responded that Members should consider how they might contribute to the savings required and think about opportunities for maximising income.

Questions to Chairs of Committees

- 19.39 There were no questions to Chairs of Committees.

20. DESIGNATION OF MONITORING OFFICER

- 20.1 Council considered a report of the Head of Paid Service concerning the designation of a new Monitoring Officer.
- 20.2 Councillor James moved the recommendations set out in the report and advised that Jonathan Lund had eight years' experience in the role of Monitoring Officer and that his appointment would save the Council £20,000. He thanked Shirin Wotherspoon for her work during her time in the role.
- 20.3 Councillor Dallimore seconded the motion.
- 20.4 Councillor Hilton reported that the Senior Appointments Committee had unanimously agreed to support Jonathan Lund's appointment in light of his experience and the subsequent savings. He thanked Shirin Wotherspoon and asked whether the £20,000 represented new savings or were already part of the budget.
- 20.5 Councillor Haigh echoed the thanks paid to Shirin Wotherspoon and stated that she supported the appointment on the proviso that independent legal advice would continue to be available.

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20.6 Councillor James confirmed that the £20,000 represented new savings that would help towards achieving the challenging savings targets that the Council had to meet.

20.7 **RESOLVED –**

(1) That Jonathan Lund, Corporate Director, be designated as Monitoring Officer for the City Council in accordance with section 5 of the Local Government and Housing Act 1989 with immediate effect.

(2) That authority be delegated to the Monitoring Officer to vary the secondment agreement between Gloucester City Council, Tewkesbury Borough Council (One Legal) and Shirin Wotherspoon to provide legal advice and related services to the Monitoring Officer including, but not only, the services of a legally qualified Deputy Monitoring Officer.

21. RECOGNISING GOOD SERVICE TO THE CITY

21.1 Council consider a report of the Democratic and Electoral Services Manager concerning proposals for processes and assessment criteria for the various mechanisms for recognising good service to the City and/or the Council.

21.2 Councillor Morgan (Chair of the General Purposes Committee) moved the recommendations set out in the report. He stated that Gloucester had a long history of recognising public service and that it was important to acknowledge people's strengths and hard work. He advised that the proposals sought to formalise the Council's processes and increase transparency.

21.3 Councillor H. Norman seconded the motion.

21.4 Councillor Haigh moved an amendment, which was seconded by Councillor Pullen, to delete recommendation (4), which proposed a protocol for the appointment of Honorary Aldermen. She explained that the Council had not suffered from its lack of Honorary Aldermen and that the existing mechanisms for rewarding and honouring exemplary service were sufficient. She stated that utilising the powers would raise expectations and create challenges for those tasked with agreeing appointments.

21.5 Councillor Morgan did not accept the amendment.

21.6 Councillor James stated that appointing Honorary Aldermen was a good way of recognising exemplary service in an historic city such as Gloucester. He explained that the appointment did not come with any privileges and there would be no cost to the Council. He noted that the Council already had the power to make such appointments, therefore it was appropriate to have protocol.

21.7 Councillor Hilton stated that the title of Honorary Alderman was outdated and that the existing mechanisms were adequate. He noted that Councillors who had stood down in the past had missed out the opportunity to be nominated and that the Council should not begin judging Councillors' contributions.

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- 21.8 Councillor Gravells advised that the system of Honorary Alderman appointments at Gloucestershire County Council worked well; it was not a political matter and was a good way for former Councillors to maintain their link with the Council.
- 21.9 Councillor Pullen stated that the title had no real purpose and was therefore unnecessary. He commented that the privilege of representing the people of Gloucester was enough of a reward.
- 21.10 Councillor Morgan remarked that the opinions given on the appointment of Honorary Aldermen were disappointing as it would add to the civic life of the City and provide an additional option for recognising exemplary service.
- 21.11 The amendment was put to the vote and was lost.
- 21.12 Councillor Lugg moved an amendment, which was seconded by Councillor Smith, to delete paragraph 4 under 'Entitlements' in Appendix 4. She explained that there was an existing precedent for former Mayors to stand in for the Civics as and when required.
- 21.13 Councillor Morgan did not accept the amendment.
- 21.14 Councillor James advised that there was no suggestion that the existing precedent would be changed; it was an option to use if required.
- 21.15 Councillor Haigh raised concerns that Honorary Aldermen, by definition, would not be current Members of the Council, therefore they could not formally represent the Council and would be outside the realms of formal sanctions if they displayed inappropriate behaviour.
- 21.16 Councillor Hilton stated that he supported the amendment and did not agree with creating civic roles for individuals who were not elected Members of the Council. He commented that the County Council's entitlements were more limited.
- 21.17 Councillor Morgan advised that the protocol offered options that may prove useful in the future and that he was confident that the decisions on attendance at events would be made appropriately.
- 21.18 The amendment was put to the vote and was lost.
- 21.19 Councillor H. Norman noted that the proposals had been debated at other meetings and those present had made a number of amendments to the Honorary Alderman protocol. She reiterated that the Council already had the power to make such appointments and that protocol ensured that a process could be followed, including the requirement for the unanimous agreement of Group Leaders.
- 21.20 **RESOLVED –**
- (1) That the process and criteria for the nomination of Honorary Freemen and Freedom of the City detailed in Appendix 1 be approved.

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- (2) That the process and criteria for nominations Freedom of the Entry detailed in Appendix 2 be approved.
- (3) That the process for the nomination of recipients of the Mayor's Medal detailed in Appendix 3 be approved.
- (4) That the process, criteria and entitlements for the nomination of Honorary Aldermen detailed in Appendix 4 be approved.

22. ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE FOR 2015-16

- 22.1 Council considered a report of the former Chair of the Overview and Scrutiny Committee seeking approval for the Committee's Annual Report for 2015-16 to be noted.
- 22.2 Councillor Lugg (former Chair of the Overview and Scrutiny Committee) moved the recommendation set out in the report.
- 22.3 Councillor Coole (Chair of the Overview and Scrutiny Committee) seconded the motion.
- 22.4 Councillor Hilton thanked the former Members of the Committee for the work undertaken. He questioned the level of support available for Overview and Scrutiny functions in comparison to the support available to the Cabinet.
- 22.5 Councillor Haigh stated that dedicated support for Overview and Scrutiny was important because it played an important role in identifying savings. She requested that the level of resources be reviewed.
- 22.6 Councillor Lugg advised that she had never been advised that resources were limited except for the limitation of supporting two Task and Finish Groups at any time due to staff capacity.
- 22.7 **RESOLVED** - That the Annual Report of the Overview and Scrutiny Committee for 2015-16 be noted.

23. ANNUAL REPORT OF THE AUDIT AND GOVERNANCE COMMITTEE FOR 2015-16

- 23.1 Council considered a report of the Chair of the Audit and Governance Committee seeking approval for the Committee's Annual Report for 2015-16 to be noted.
- 23.2 Councillor Gravells (Chair of the Audit and Governance Committee) moved the recommendations set out in the report and paid tribute to Deb Llewellyn, former Chair of the Audit and Governance Committee, on her commitment and hard work over the previous 12 months. He advised that he had asked the Head of the Audit and Assurance Shared Service to include more information on the work carried out by the Committee in future Annual Reports. He explained that he had invited Committee Members to put forward suggestions of areas of Council business that should be audited and that there would, as a result, be an audit of the Amey

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contract and the terms of reference for the audit would be forwarded to the Committee in due course.

- 23.3 **RESOLVED** - That the Audit and Governance Committee Annual Report 2015/16 be noted.

24. NOTICES OF MOTION

(1) Notice of Motion from the Liberal Democrat Group

- 24.1 Moved by Councillor Hilton and seconded by Councillor D. Brown:

“This Council notes that the adopted Gloucester Local Plan dates back to 1983, but that a number of planning policies were formally ‘saved’ by the Secretary of State for Communities and Local Government in 2007.

This Council welcomes the work done so far by the three councils; Gloucester, Cheltenham and Tewkesbury in developing the Joint Core Strategy (JCS) that is currently being considered by the Planning Inspector appointed by PINS, Ms Elizabeth Ord.

This Council notes that a new Gloucester City Plan (the City Plan) will be prepared as a development document that will sit beneath the JCS. It will explain how the Council will implement the spatial vision and strategic objectives in the JCS up to the year 2031 and provide criteria that it will apply when considering planning applications for different types of buildings or other development.

This Council notes that a new Council was elected on the 5th May for four year term and that all members must be fully involved in developing the new City Plan, which was originally due to go to the Planning Inspector in the winter of 2016 for adoption in 2017.

This Council, therefore, calls on the Cabinet Member for Housing and Planning to prepare a report for all Members, to be considered by full council on 29th September 2016, on how he intends deliver the new City Plan through to adoption during the life of this Council.”

- 24.2 The motion was put to the vote and was carried.

(2) Notice of Motion from the Labour Group

- 24.3 Moved by Councillor Haigh and seconded by Councillor Coole:

“The City of Gloucester has a long and proud history of taking in and accepting people from different countries and cultures. The City has benefitted from the diversity and different experiences and skills that have enriched our City.

We are proud to live in a diverse and tolerant society. Racism, xenophobia and hate crimes have no place in our country. We, Gloucester City Council, condemn racism, xenophobia and hate crimes unequivocally. We will not allow hate to become acceptable.

**COUNCIL
21.07.16**

Gloucester City Council will work to ensure local bodies and programmes have support and resources needed to fight and prevent racism and xenophobia.

We reassure all people living in Gloucester that they are valued members of our community.”

24.4 The motion was put to the vote and was carried.

25. WRITTEN QUESTIONS TO CABINET MEMBERS

25.1 There were no written questions.

Time of commencement: 7.00 pm

Time of conclusion: 9.05 pm

Chair

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Gloucester City Council

Meeting:	Council	Date: 29 September 2016
Subject:	Gloucester City Plan Programme	
Report Of:	Cabinet Member for Housing and Planning	
Wards Affected:	All	
Key Decision:	No	Budget/Policy Framework: No
Contact Officer:	Adam Gooch, Principal Planning Officer	
	Philip Bylo, Interim Planning Policy and Heritage Manager	
	Email: adam.gooch@gloucester.gov.uk	Tel: 396836
	Email: philip.bylo@gloucester.gov.uk	Tel: 396854
Appendices:	None	

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 To respond to the Motion agreed at the Special meeting of Council on 30 June 2016 that Members should receive the programme for the progression of the Gloucester City Plan and its subsequent Submission to the Planning Inspectorate.

2.0 Recommendations

- 2.1 Council is therefore asked to **RESOLVE** that the programme for the progression of the Gloucester City Plan and its subsequent Submission to the Planning Inspectorate be noted.

3.0 Local Plans for Gloucester

- 3.1 The emerging Local Plan for Gloucester consists of two inter-related documents. The first is the **Joint Core Strategy (JCS)**, which covers the Gloucester City, Cheltenham Borough and Tewkesbury Borough, and sets out strategic level planning policy, such as defining the housing requirement, strategic site allocations and high level development management policies on areas such as affordable housing, landscape and retail. The JCS has now reached an advanced stage in preparation, and is currently being considered at 'Examination in Public' (EiP) and will undergo a further public consultation on main modifications in November/December 2016. Following on from this, representations will be reviewed by officers and submitted to the Inspector. Further to this, depending on the nature of the submissions, it may be the case that the Inspector wishes to hold further hearing sessions before coming to final conclusions. At the time of writing, it is anticipated the Inspector's final report will be received in spring 2017, followed by adoption by the three Councils shortly after.

3.2 The second document is the **Gloucester City Plan (GCP)**. This covers the administrative area of Gloucester only, and will provide locally specific site allocations and development management policies, set within the strategic context of the JCS. Officers are now in a position to progress the preparation of the City Plan due to the advanced stage that has been reached for the JCS as this sets the context within which the City Plan can be prepared.

4.0 City Plan Background and Member Involvement

4.1 To date there have been several consultations on the GCP, but the timetable has always been staggered behind the JCS given that the JCS is the higher level plan and the City Plan needs to be in general conformity with the JCS. The consultations held on the GCP to date have been:

- Scope of the Plan – looking at the key areas for the plan to address (October 2011)
- Part 1 – setting out the context and key principles (February 2012)
- Part 2 – a consultation on potential site allocation opportunities and a draft City Centre Strategy (May 2013)

4.2 The Planning Policy team recognises the importance of constructive and ongoing Member involvement in the evolution of the GCP. With regard to the Draft Plan, Officers prepared a range of 'Topic Papers' during late 2015, which were subject to an internal consultation with Officers and Members in January/February 2016 to help shape the draft City Plan.

4.3 Further to this, Officers are currently preparing arrangements for a number of workshops for Members during the middle of October 2016. This will be an opportunity for Members to engage with Officers on the proposed content of the draft GCP, ask questions and make comments before the documentation starts making its way through the committee cycle. To ensure the best use of time at the sessions, some information will be made available to Members in advance. In addition, Officers will of course continue to engage Members in the development of the GCP as it progresses through its statutory processes.

5.0 Next Stages of the Gloucester City Plan

5.1 The next stage will be a consultation on a 'Draft plan'. This will update and take forward the Scoping, Part 1 and Part 2 consultations and include for the first time a range of locally specific development management policies. The timetable allows for this to be considered and signed off by full Council in November for public consultation commencing in January 2017.

5.2 The next stages of the Gloucester City Plan are therefore programmed as follows:

- October 2016: Member sessions will be held where Members will have a further opportunity to find out what the City Plan will include and provide feedback to Officers.

- November 2016: The Draft City Plan will be considered by Planning Policy Sub-Committee on 17 November, then Full Council on 24 November where approval will be sought for the commencement of a public consultation exercise.
- December 2016: Officers to prepare for the public consultation.
- January 2017: Publish Draft GCP for the six-week public consultation period.
- March to June 2017: consideration of the public consultation responses and drafting of the Pre-submission GCP.
- Summer 2017: agreement by Council of the Pre-submission GCP for consultation purposes.
- Summer 2017 - Pre-Submission GCP consultation.
- Autumn 2017 - Submission to the Planning Inspectorate.
- The GCP EiP will then be programmed by the Planning Inspectorate. The specifics of this date are not yet available, but this could be expected to take place in late 2017.

5.3 Various parts of the background evidence base are also being progressed at the current time including employment, infrastructure, flooding, parking and transport modelling. The evidence base has in part been subject to suitable progress being made with the JCS evidence base updates, and reaching the JCS Modifications consultation stage to be able to provide a suitable level of policy context for the City Plan.

5.4 These evidence base projects will have to be completed for the City Plan prior to the commencement of the Pre-submission stage.

6.0 Key Stages of the Plan Preparation Process

6.1 As the 'strategic' plan, the JCS sets the context with in which the GCP will be prepared; the table below provides a summary of the key stages in the preparation of both plans.

	JCS	City Plan
September	19 - Submission of draft Proposed Modifications to Inspector.	
October	24 – Approval of Proposed Modifications by Council.	
November	w/c 7 (tbc) – Commencement of statutory public consultation on Proposed Modifications.	17 – Consideration of draft City Plan by Planning Policy Sub-Committee 24 – Approval of draft City Plan consultation by Council.
December	w/e 16 (tbc) – Close of public consultation on Proposed Modifications.	
January	Consideration of responses to Proposed Modifications.	w/c 2 (tbc) Commencement of public consultation on draft City Plan.
February	Further Examination sessions (tbc).	w/c 13 - Close of public consultation on draft City Plan.
April/May	Adoption of JCS (tbc).	

7.0 Asset Based Community Development (ABCD) Considerations

7.1 The City Plan is a document that can be used by all members of the Gloucester community on an as needed basis. Its policies will provide the context for the promotion of ABCD initiatives across the City.

8.0 Alternative Options Considered

8.1 None. The Council is required to prepare a statutory development plan. The progression of the GCP is consistent with national planning law and national planning policy.

9.0 Reasons for Recommendations

9.1 Officers are now in a position to focus on the Gloucester City Plan and can therefore set out a reasoned programme for Members.

10.0 Future Work and Conclusions

10.1 Following adoption of the JCS and City Plan, ongoing Local Plans work will involve the delivery of the JCS Strategic Allocations and development sites within the City. The new development management policies within the GCP will provide an up to date framework for the determination of planning applications. The effectiveness of these policies will also be monitored on an annual basis through the Council's annual monitoring work.

11.0 Financial Implications

- 11.1 The financial resources for the preparation of the GCP have been incorporated within the Council's Money Plan. Officer will work to ensure that the most cost-effective means are utilised in the preparation of the GCP and its evidence base.

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

12.0 Legal Implications

- 12.1 The Council is required to have an up to date development plan, the lack of such a plan would mean that the Council's future planning decisions could be open to challenge by applicants and third parties if they are not based upon an up to date planning framework.

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

13.0 Risk & Opportunity Management Implications

- 13.1 The progressions and adoption of the GCP will provide a robust development plan that will be a major material consideration in the determination of planning applications in the City. The lack of a plan would mean that the Council would have to rely upon outdated development planning policies and the use of the NPPF and NPPG. The existence of up to date planning policies would better reflect local circumstances and also reduce the risk of adverse costs awards in planning appeals.

14.0 People Impact Assessment (PIA):

- 14.1 The City Plan will sit underneath the Joint Core Strategy and provide a range of locally specific development management policies and site allocations. At this point the recommendation to Council is to approve the proposed timescale to Submission and there are no equalities implications in this regard.
- 14.2 The plan making process is open to all parties during the formal consultation processes. Subject to approval, the Draft GCP will be considered for public consultation by Council in November 2016. All draft policies proposed through this Plan will have been subject to an 'Integrated Assessment'. This satisfies the City Council's statutory responsibilities with regard to Sustainability Appraisal (including Strategic Environmental Assessment) and Equalities Impact Assessment. It also incorporates a Health Impact Assessment which is not a statutory requirement but included as it is considered best practice.
- 14.3 Integrated Assessment is an iterative process and draft policies will have been assessed on an ongoing basis to ensure they are the most sustainable option, in the context of national requirements and local characteristics. This includes making sure that policies and proposals would not be affect a particular group differently in a positive or negative way. Further information will provided as a supporting document to the Draft GCP in November.

Background documents: None

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Paragraph 12.02 of Part 4 of the Rules of Procedure contained within the City Council's Constitution provides that a Member of the Council may submit a written question to any Cabinet Member.

This document informs Members of Council of written questions put to Cabinet Members and written replies thereto.

Council is recommended to RESOLVE to note the written questions submitted and corresponding responses.

No.	Question from/to	Question
1.	From Councillor Pullen to the Leader of the Council	At the Full Council Meeting on 24th March 2016 a motion was passed regarding Parry Hall. Part of the motion requested that the Leader of the City Council meet with the Leader of the County Council to "discuss preserving Parry Hall as a community asset for use by local people for many years to come". Could the Leader give an update and advise if a meeting has taken place and what progress has been made.
Response		
<p>I had an initial discussion with the Leader of the County Council, and we asked officers to work up the detail.</p> <p>The Managing Director subsequently had an initial discussion with the relevant Director and the Head of Asset Management at the County Council. County officers agreed to provide a briefing note on the 10 County-owned community buildings in the City, and the County's willingness to transfer these. Once this is received, further negotiations will be possible. I hope to be able to provide a further update to Councillor Pullen at the Council meeting in September.</p>		
2.	From Councillor Haigh to the Cabinet Member Performance and Resources and Cabinet Member for Housing and Planning	<p>What are the current levels of staffing against establishment in the Planning Compliance Section?</p> <p>What is the impact on the service of any short staffing?</p> <p>What steps are being taken to recruit to any vacancies or otherwise support overstretched staff?</p>
Response		
<p>The Planning Compliance team establishment comprises two officers, one officer resigned from his post in early July to take up a new position outside the Council and this post is currently vacant.</p> <p>The Council is looking to maintain its service in this area, in the interim with assistance from other officers with Planning Compliance experience and by using other team members to provide non-technical support to the Senior</p>		

Planning Compliance Officer. It is possible that some enquiries may take longer to deal with in some instances, but we hope to limit this and urgent cases will continue to be prioritised.

Given the financial challenges facing the Council, there is a standing expectation that wherever a vacancy occurs in the organisation, officers will in the first instance look for opportunities to avoid simply replacing the vacancy with a like-for-like substitute.

Managers are expected to critically review each vacancy and consider a range of options before seeking approval to replace a post. This critical evaluation will need to balance service needs against the need to make savings. Managers are required to consider whether service outcomes can be delivered in a different way, or whether the work could be re-engineered so that service needs are met and savings are achieved. Examples of options that they are expected to consider include: flexible retirement; job share; fixed term contracts; agency; partnership working; and apprenticeships. HR advisers are available to assist officers working through these options.

In this instance, managers are still currently assessing ways in which a planning compliance service can best be provided within constrained resources. The Council's current work on projects such as 'Together Gloucester' is designed to investigate if there are more holistic and efficient ways of joining up services across business areas and/or whether there is any scope for forming partnerships with other organisations so we can continue to deliver high quality services within the City.