



Overview and Scrutiny Committee

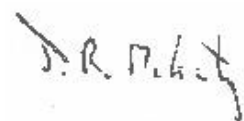
Meeting: Monday, 9th November 2015 at 6.30 pm in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP

| | |
|--------------------|---|
| Membership: | Cllrs. Lugg (Chair), Hampson (Vice-Chair), H. Norman (Spokesperson), Haigh, Gravells, Lewis, S. Witts, Dee, Field, Beeley, Hansdot, Pearsall, Randle, Toleman and Etheridge |
| Contact: | Sonia Tucker Democratic Services Officer 01452 396126 sonia.tucker@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 19 October 2015. |
| 4. | PUBLIC QUESTION TIME (15 MINUTES) To receive any questions from members of the public provided that a question does not relate to: <ul style="list-style-type: none"> • Matters which are the subject of current or pending legal proceedings, or • Matters relating to employees or former employees of the Council or comments in respect of individual Council Officers |
| 5. | PETITIONS AND DEPUTATIONS (15 MINUTES) To receive any petitions and deputations provided that no such petition or deputation is in relation to: <ul style="list-style-type: none"> • Matters relating to individual Council Officers, or • Matters relating to current or pending legal proceedings |

| | |
|------------|--|
| | |
| 6. | MONITORING OF TASK AND FINISH GROUP RECOMMENDATIONS ON THE EVENING ECONOMY (Pages 13 - 22) To receive the report of the Democratic Services Manager which sets out progress made against implementation of the recommendations of the Overview and Scrutiny Committee's Task and Finish Group on the Evening Economy. |
| 7. | FLOOD IMPROVEMENT WORKS UPDATE (Pages 23 - 40) To receive the report of the Cabinet Member for Environment which updates Members of the flood alleviation works which have been completed across the City throughout 2014/2015 and those that are currently in progress. The report also outlines future proposed works. |
| 8. | FINANCIAL MONITORING QUARTER 2 REPORT (Pages 41 - 54) To receive the report of the Cabinet Member for Performance and Resources which sets out financial monitoring report details including budget variances, year-end forecasts, and progress made against agreed savings targets for the 2nd quarter ended 30 th September 2015. |
| 9. | CABINET FORWARD PLAN (Pages 55 - 66) To receive the latest version of the Cabinet Forward Plan. |
| 10. | OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME (Pages 67 - 68) To receive the latest version of the Committee's work programme. |
| 11. | UPDATE ON OUTSIDE BODIES To receive a verbal update from those Members of the Committee who also sit on Outside Bodies. |
| 12. | DATE OF NEXT MEETING Monday 30 November 2015 at 18.30 hours. |



Jon McGinty
Managing Director

Date of Publication: Friday, 30 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 Sonia Tucker, 01452 396126, sonia.tucker@gloucester.gov.uk.

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

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

Recording of meetings

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.



OVERVIEW AND SCRUTINY COMMITTEE

MEETING : Monday, 19th October 2015

PRESENT : Cllrs. Lugg (Chair), H. Norman (Spokesperson), Haigh, Gravells, Lewis, S. Witts, Dee, Beeley, Hansdot, Pearsall, Randle, Toleman, Etheridge

Others in Attendance

Councillor Jennie Dallimore, Cabinet Member for Communities and Neighbourhoods

Councillor Jim Porter, Cabinet Member for Environment

Mr Jon McGinty, Managing Director, Gloucester City Council

Mr Ross Cook, Corporate Director, Gloucester City Council

Mr Meyrick Brentnall, Environmental Planning Manager, Gloucester City Council

Ms Sadie Neal, Head of Business Improvement

Mr Jeff Thomas, Shopmobility Manager

Mr Steve Elway, Chief Executive, Aspire Sports and Cultural Trust

Ms Jacquie Douglas, Business Development Director, Aspire Sports and Cultural Trust

APOLOGIES : Cllrs. Hampson and Field

40. DECLARATIONS OF INTEREST

Councillor Randle declared a personal interest in agenda item 9, Aspire Performance and Updated Business Plan, by virtue of her role as a Board Member of Aspire Sports and Cultural Trust.

41. MINUTES

The minutes of the meeting held on 14 September 2015 were confirmed as a correct record and signed by the Chair.

42. PUBLIC QUESTION TIME (15 MINUTES)

Mr Andy Berry, a local resident, addressed the Committee in respect of agenda item 6 on the agenda, Shopmobility Service Options Appraisal.

OVERVIEW AND SCRUTINY COMMITTEE
19.10.15

Mr Berry explained that he was a regular user of the service and relied on it as he was disabled. He added that it was an excellent service and that the staff were helpful. Mr Berry commented that whilst the service cost the Council money to run, it also stimulated the economy in Gloucester and that local retailers benefited from the money spent by Shopmobility users.

Mr Berry asked the Council to retain the current service.

43. PETITIONS AND DEPUTATIONS (15 MINUTES)

There were no petitions or deputations.

44. SHOPMOBILITY SERVICE OPTIONS APPRAISAL

The Chair welcomed Cabinet Member for Communities and Neighbourhoods, Councillor Jennie Dallimore; Mr Ross Cook, Corporate Director; and Mr Jeff Thomas, Shopmobility Manager; to the meeting.

Members were presented with a report which outlined the options for the future of the Shopmobility Service and which recommended that a procurement exercise be undertaken.

Councillor Dallimore acknowledged Mr Berry's comments during public question time and agreed that it was an excellent service and that the Cabinet wanted to protect it. She explained that it was not sustainable to continue to operate Shopmobility in its existing format and that it was necessary to review it in order to protect its future. Councillor Dallimore stated that she was committed to examining this matter in an open and transparent way. Councillor Dallimore concluded her presentation by asking Members for their feedback.

Overview and Scrutiny Committee was asked to consider the information contained in the report and to make any recommendations it considered appropriate to Cabinet.

The Committee discussed the following matters:-

1. A Member expressed concern that the Council was not able to continue supporting Shopmobility and referred to the Members' Allocation Fund which was provided to all Gloucester City Councillors for spending in their Wards. The Member suggested that this money could be better spent by diverting it to Shopmobility. The Member also reflected that the Council should be doing more to enable disabled residents to fulfil their lives. Councillor Dallimore acknowledged the Member's comments and stated that the Members' Allocation Fund could not be used in its entirety to support the project, but that the Member was welcome to donate their proportion of it to the service.
2. A Member referred to the recommendations in the report which sought the granting of delegated powers to the Head of Public Protection in order to progress the procurement exercise. The Member requested that a decision of this importance should be referred to full Council. Mr Jon McGinty,

OVERVIEW AND SCRUTINY COMMITTEE
19.10.15

Managing Director, advised the Member that in accordance with the Council's constitution, this was an executive function which was delegated to Cabinet to determine and that it was not appropriate to refer it to full Council. The Member requested that recommendations 2.2 (2) and 2.2(3) be removed from the report and that any decisions relating to the procurement process be made by Cabinet.

3. The Chair referred to paragraph 3.10 of the report and queried whether any approach had been made to the NHS. Councillor Dallimore replied that the Head of Public Protection had contacted the County Council and also referred to an email from the County Council's Cabinet Member in this regard.
4. A Member voiced the opinion that only Options 2 and 3 were suitable which looked at increasing costs and reducing operating hours. Councillor Dallimore referred the Member to the consultation with users on these two options which had resulted in them not being chosen and reminded the Member the reasons why Option 5 was the preferred option. Another Member agreed that Options 2 and 3 should be combined to make a new Option 9. Councillor Dallimore said that the hours and charges could be examined alongside Option 5, but that she was conscious of the views already expressed by Shopmobility users during the recent consultation.
5. A Member sought clarification on the pre-market engagement exercise mentioned in paragraph 6.1. Mr Ross Cook, Corporate Director, advised that the three organisations referred to might not necessarily express the same interest during an open procurement exercise.
6. A Member referred to the small public health grant given to the City Council by the County Council each year and noted that the City Council had discretion on the use of this funding. The Member also placed on record the Committee's gratitude to Councillor Dallimore for bringing the report before them. Turning to paragraph 3.11 of the report, the Member suggested that the wording in this section should be 'tightened up'. The Member also commented on comparisons between the Gloucester and Cheltenham services.
7. A Member asked the Cabinet Member to consider the social element of the service and expressed doubt that the proposed procurement would enable delivery of the required savings. Councillor Dallimore responded that the Council had a good track record of putting services out and attracting partners.

RESOLVED:

1. **That paragraphs 2.2(2) and 2.2(3) be removed from the report.**
2. **That any decisions relating to the procurement process be made by the Cabinet and not by the Head of Public Protection.**
3. **That the wording in paragraph 3.11 be reviewed.**

OVERVIEW AND SCRUTINY COMMITTEE
19.10.15

45. MONITORING OF TASK AND FINISH GROUP RECOMMENDATIONS ON THE MANAGEMENT OF PARCELS OF UNADOPTED GREEN LAND

The Chair welcomed Cabinet Member for Environment, Councillor Jim Porter, and Environmental Planning Manager, Mr Meyrick Brentnall, to the meeting.

Members were presented with a report which outlined progress made against implementation of the recommendations of the Overview and Scrutiny's Task and Finish Group on the Management of Parcels of Unadopted Green Land.

Overview and Scrutiny Committee was asked to comment on progress identified in Appendix 1 to the report and to request further monitoring, if appropriate.

The Committee discussed the following matters:-

1. A Member who had also been Chair of the Task and Finish Group welcomed the progress that had been made since the study was undertaken. The Member commented on the Asset Based Community Development considerations shown at 4.1 in the covering report and stated that this was not an accurate reflection of the Group's approach. The Member requested that this paragraph be removed.
2. A Member sought clarification on the 'pilot' which was being carried out with a Councillor on the City Council's intranet mapping system.
3. A Member sought clarification on the costs of maintaining unadopted land. The Environmental Planning Manager explained that this depended on where the site was and that isolated areas might result in contractors having to make special trips.
4. A Member suggested it might be worthwhile talking to the Canal and River Trust about unadopted pieces of land. The Environmental Planning Manager agreed with this idea.
5. Referring to an example within his Ward, a Member sought clarification on which pieces of land went to Crown Estates. Councillor Porter advised the Member accordingly.
6. A Member enquired whether the City Council enlisted the assistance of the County Council in getting pieces of land adopted, particularly those near to roads. The Environment Planning Manager confirmed that this was the case and that the Senior Planning Compliance Officer maintained a list of these types of parcels of land.
7. A Member stressed the importance of identifying who owned neglected pieces of land close to river banks and water courses to avoid silt and debris building up.

The Committee welcomed the progress that had been made to date.

RESOLVED:

OVERVIEW AND SCRUTINY COMMITTEE
19.10.15

1. That paragraph 4.1 be removed from the covering report.
2. That the Committee's satisfaction with progress made on the implementation of the Task and Finish Group's recommendations be noted.

46. JON MCGINTY, MANAGING DIRECTOR

The Chair welcomed Mr Jon McGinty, Managing Director, who was present to answer questions from Members on his joint role as the Managing Director (Head of Paid Service) for Gloucester City Council and as Commissioning Director for Gloucestershire County Council.

The Committee explored the following topics with Mr McGinty:-

1. The role of the Mayor and Sheriff, their value, and how they contributed to the City as a whole. Mr McGinty was able to draw on his experience after attending his first Annual Civic Service at the weekend.
2. How Mr McGinty saw the role of Members developing and changing with the prospect of devolution and boundary changes to the City.
3. How devolution would result in agencies working together more effectively.
4. Mr McGinty advised Members of his strong support for professional accountability by all Officers.
5. There was a discussion on the management of sickness absence and Mr McGinty shared his views on how he intended to manage such issues.
6. Mr McGinty was asked how he would reach all residents in the City as elected Members tended to listen to those who complained regularly. Mr McGinty responded that it was important to focus on 100% of the Council's customers and not just the high demand users of services.
6. Mr McGinty told Members that he was enjoying the job 100 days in to his role and outlined the challenges of cross-organisational working.

The Chair thanked Mr McGinty for his submission.

47. ASPIRE PERFORMANCE FOR YEAR 2014/15 AND UPDATED BUSINESS PLAN FOR PERIOD 2015/16 TO 2018/19

The Chair welcomed Mr Steve Elway, Chief Executive of Aspire Sports and Cultural Trust (Aspire) and Ms Jacquie Douglas, Business Development Director of Aspire, to the meeting.

Members were presented with a report which set out the performance of Aspire against its business plan for the year ending 2014/15. The report also outlined an updated five year business plan for the period 2015/16 to 2018/19.

OVERVIEW AND SCRUTINY COMMITTEE

19.10.15

The Committee was advised that this would be the last report presented by the current Chief Executive, Mr Steve Elway, as he planned to retire at the end of the year. Mr Elway advised Members that succession planning was already in place for his departure.

Overview and Scrutiny Committee was asked to accept the report as an update on performance against the plan and to note the updated five year business plan.

The Committee discussed the following matters:-

1. Members were pleased to note the excellent performance and financial health of the Trust.
2. A Member sought examples of initiatives taken by the Trust to tackle health and inequality within the City and asked if the Trust knew where its customers lived and whether there were areas in the City that could be targeted to encourage take-up of the facilities. The Business Development Director, Ms Jacquie Douglas, gave examples of the Trust's activities and the concessions that were available. Ms Douglas confirmed that the Trust maintained a database of its customers and informed the Member which areas of the City were targeted to encourage take-up.
3. A Member queried whether the Trust might consider having an 'open day' for City Councillors and pointed out that Ward Councillors provided a valuable resource for publicising Aspire through their newsletters to residents.
4. The Committee placed on record its thanks to the outgoing Chief Executive, Mr Steve Elway.

RESOLVED:

1. **That the report be accepted as an update of performance against the plan for the year ending 2014/15.**
2. **That the update to the five year business plan for the period 2015/16 to 2018/19 be noted.**

48. CABINET FORWARD PLAN

Members considered the latest version of the Cabinet Forward Plan.

RESOLVED – That the Cabinet Forward Plan be noted.

49. OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

The Committee considered the latest version of its work programme and amended it in line with suggestions made by Members.

RESOLVED – That the work programme, as amended, be noted.

50. UPDATE ON OUTSIDE BODIES

**OVERVIEW AND SCRUTINY COMMITTEE
19.10.15**

There were no updates on this occasion.

51. DATE OF NEXT MEETING

Monday 9 November 2015 at 18.30 hours.

Time of commencement: 6.30 pm

Time of conclusion: 8.40 pm

Chair

This page is intentionally left blank



| | | | |
|-------------------------|---|---------------------------------|------------------------|
| Meeting: | Overview and Scrutiny Committee | Date: | 9 November 2015 |
| Subject: | Monitoring of Task and Finish Group Recommendations on the Evening Economy | | |
| Report Of: | Democratic and Electoral Services Manager | | |
| Wards Affected: | All | | |
| Key Decision: | No | Budget/Policy Framework: | No |
| Contact Officer: | Anthony Hodge, Head of Regeneration and Economic Development | | |
| | Email: anthony.hodge@gloucester.gov.uk | Tel: | 396034 |
| Appendices: | 1. Monitoring Sheet | | |

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 This report sets out progress made against implementation of the recommendations of the Overview and Scrutiny Committee's Task and Finish Group on the Evening Economy.

2.0 Recommendations

- 2.1 Overview and Scrutiny Committee is invited to comment on progress identified in Appendix 1 and to request further monitoring if appropriate.

3.0 Background and Key Issues

- 3.1 The Task and Finish Group was formed in February 2013 to explore ways of making the evening economy in the City more vibrant and one which was attractive to all age groups.

- 3.2 Following several meetings and the evaluation of various pieces of evidence, the Group published its final report and recommendations in October 2013.

- 3.3 On 5 February 2014, the Chair of the Task and Finish Group presented the report to Cabinet. Cabinet resolved the following:-

'That the recommendations of the Task and Finish Group be addressed and matters that can be actioned without the need of a further report be implemented at the earliest opportunity and matters requiring more detailed consideration be the subject of a further report to Cabinet as necessary'.

- 3.4 It is good practice to monitor the implementation of Task and Finish Group recommendations approximately six months from acceptance of the Group's findings.

4.0 Asset Based Community Development (ABCD) Considerations

4.1 ABCD considerations were not taken into account during the life of the Task and Finish Group.

5.0 Alternative Options Considered

5.1 Not Applicable.

6.0 Reasons for Recommendations

6.1 Monitoring of Task and Finish Group recommendations ensures that the important work carried out by the Group is not lost or overlooked.

7.0 Future Work and Conclusions

7.1 Appendix 1 sets out progress made against implementation of the recommendations of the Task and Finish Group. If Overview and Scrutiny Committee is not satisfied with progress made they can request further monitoring at 3 or 6 months' time.

8.0 Financial Implications

8.1 There are no direct financial implications in this report, but it is possible that some may be identified in Appendix 1.
(Financial Services have been consulted in the preparation this report.)

9.0 Legal Implications

9.1 There are no direct legal implications in this report, but it is possible that some may be identified in Appendix 1.
(One Legal have been consulted in the preparation this report.)

10.0 Risk and Opportunity Management Implications

10.1 There are no risk and opportunity management implications arising from this report.

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 arising out of this report.

Sustainability

12.2 There are no sustainability implications arising out of this report.

Staffing and Trade Union

12.3 There are no staffing or trade union implications arising out of this report.

Press release drafted/approved

12.4 A press release was issued in November 2013 to coincide with the publication of the Task and Finish Group's report.

Background Documents: None

This page is intentionally left blank

OVERVIEW AND SCRUTINY COMMITTEE TASK AND FINISH GROUP MONITORING SHEET

| | |
|-----------------------------|-----------------|
| TOPIC | Evening Economy |
| DATE CONCLUDED | October 2013 |
| PRESENTED TO CABINET | 5 February 2014 |
| MONITORING DATE | 9 November 2015 |

| RECOMMENDATION | LEAD OFFICER(S) | PROGRESS/ACTION TAKEN | STATUS |
|--|---|--|---------|
| KEY POINTS | | | |
| 1. The new Chief Executive for Marketing Gloucester should come from a professional marketing background and should be tasked with developing a long-term strategic marketing plan as a matter of urgency. | N/A | Jason Smith was appointed in January 2014. Strategic Marketing Plan was laid out in action points listed in the document 'Growing Gloucester's Visitor Economy' which was adopted by Cabinet on 10 December 2014. Events and Marketing are planned until 2018. The strategy is one for growth and to-date is proving successful. | Ongoing |
| 2. The current Evening Economy Group should raise its profile and liaise more widely with local stakeholder groups. This will strengthen the Group's influence and foster a strong co-ordinated approach to promoting the City Centre. | Head of Regeneration and Economic Development | Evening Economy Group no longer exists as it was largely duplicating other meetings. Evening Economy is now being driven forward as part of the LVA, City Centre Management and City Safe groups. Evening economy is represented in all of these groups, forming a better working relationship with the daytime economy. Ultimately the objective is to create greater cohesion between the day, evening and night time economies. | Ongoing |

| | | | | |
|----|---|---|--|---------|
| 3. | Marketing Gloucester should be actively approaching other organisations to publicise the City's attractions and not expect businesses to come to them. A regularly maintained, simple to use and comprehensive listings website would enhance the organisation's profile in this respect. | Head of Regeneration and Economic Development | <p>Marketing Gloucester has set up a coordinated calendar of events (Google shared calendar) which has been widely subscribed to by organisations across the city. This information feeds the listings pages of www.thecityofGloucester.co.uk website and Gloucester Facebook pages. The updated website is due to be launched this year and provides a better showcase of this activity.</p> <p>Marketing Gloucester regularly meets with relevant groups through the City Centre Management meetings.</p> | Ongoing |
| 4. | Marketing Gloucester and the Evening Economy Group should devise a strategy to draw the potential extra visitors from the new Gloucester Quays leisure complex into the City Centre. | Head of Regeneration and Economic Development | The programme of events through 2015 have shown that significant footfall can be drawn into the city centre. Marketing Gloucester are currently costing proposals to create event space in Kings Square and additional events in order to further drive footfall. This activity is complemented by that of the Head of Regeneration and Economic Development who is looking to reinforce links through the Commercial Road property redevelopment proposals and the master planning at Blackfriars. | Ongoing |

| PUB/CLUB/RESTAURANT/THEATRE/SHOPPING FACILITIES | | | | |
|---|---|---|---|---------|
| 5. | The development of a recognised restaurant quarter in the City Centre should be explored in common with other cities. | Head of Regeneration and Economic Development | Gloucester city centre is doing well and there are limited available premises in the city centre – King’s Quarter will offer possibilities in the future. We have recently seen the opening of C&W African Experience and Hubble Bubble, plus the strengthening of the food offer at the Fountain and The Lamprey in Westgate Street. This has made a significant contribution towards creating a restaurant/food quarter in that area. Peel’s Leisure (Restaurant) Quarter at the Docks has impacted on big chain restaurants looking at premises in the city centre – it has become a nationally recognised food venue and eating offer and is proving highly successful. | Ongoing |
| 6. | Pubs and restaurants should be encouraged to offer promotions to coincide with events and ensure opening times are aligned to meet customer demand. | Head of Regeneration and Economic Development | Pubs and restaurants are continually encouraged to offer promotions to coincide with events and ensure opening times are aligned to meet customer demand. Ultimately this is at the discretion of the business owner. | Ongoing |
| 7. | Those clubs and pubs that cater for a wide range of musical tastes and live music should be encouraged to advertise more widely. | Head of Regeneration and Economic Development | There is the ability for businesses to push events more through Marketing Gloucester’s web site and through their social media channels. | Ongoing |
| 8. | The existing comedy clubs in the City need to build on their reputation and publicise their events. | Head of Regeneration and Economic Development | There is the opportunity for existing comedy clubs to build on their reputation and to publicise events through the MGL website and calendar. | Ongoing |

| | | | | |
|---------------------------------|--|---|--|---------|
| 9. | In respect of theatres, a niche should be found for established venues such as the King's Theatre and the Picturedrome | Head of Regeneration and Economic Development | The City Council is working with key partners to develop a Cultural strategy. This could form a component of that strategy as it emerges. Ultimately proposals need to be based on demand and deliverability as well as an ability to meet on going running costs. | Ongoing |
| 10. | Retailers should be encouraged to co-ordinate late night shopping evenings to link with night-time markets and other key events in the City Centre | Head of Regeneration and Economic Development | Regular discussions are held with retailers. In general, their interest in late night opening is for the Christmas period only. Independents generally will not alter their opening hours. Coffee shops and cafes are a little more accommodating and altered their hours during the rugby world cup, although this was not applied across the City. | Ongoing |
| TRANSPORT CONSIDERATIONS | | | | |
| 11. | There should be liaison with local bus companies to ensure that there are services available to meet demand for key events in the City Centre such as Three Choirs, Christmas Lights Switch on, etc. | Head of Regeneration and Economic Development | Stagecoach, who provide circa 90% of services already provide services for key events. They also run larger buses and put on extra staff for events such as the Christmas Lights switch on. New or one off events are much harder to plan for to be able to establish potential demand and therefore to meet cost. | Ongoing |
| 12. | Discussions should be held with local bus companies and First Great Western to explore incorporating tickets for local attractions with journeys. | Head of Regeneration and Economic Development | Stagecoach already offer joint train and bus tickets. They have confirmed that the principle of incorporating tickets with local attractions is a sound one and is something that they would be interested in exploring further. There is nothing in place at the moment. | Ongoing |

| | | | |
|--|---|--|---------|
| 13. Parking schemes and tariffs should be harmonised to give greater clarity for visitors to the City Centre. | Head of Regeneration and Economic Development | Charging hours in City car parks has been reduced to encourage use of the city centre. There is harmonisation between end of charging time of parking in surface car parks to the same time as on street parking. Intention to move to pay on foot method of charging rather than pay and display to encourage dwell time and improve the visitor experience. | Ongoing |
| ENVIRONMENTAL CONSIDERATIONS | | | |
| 14. Businesses should be encouraged to modify their trade refuse collection regime to ensure that bags and cardboard are not left in doorways, so that the appearance of the street scene is improved. | Head of Neighbourhood Services | <p>City Centre Trade Waste Collection Policy was introduced in January 2015. This allows the Council to take enforcement action against businesses who present trade waste outside the hours of 06.00 and 10.00 am. These hours were specified in order to protect high footfall hours when the City is on display to residents and visitors.</p> <p>Prior to implementation of the policy all City Centre businesses were contacted during the consultation period and given advice on responsible trade waste management. Further advice was also given during the transitional period.</p> <p>As a result of the new policy it is apparent that there is a reduction in trade waste being left out during prime shopping hours. Enforcement Officers are aware that trade waste in the City Centre is a key priority and resources are allocated as necessary when incidents arise.</p> | Ongoing |

| | | | | |
|---------------------------------|---|---|---|----------|
| 15. | Street lighting and flood-lighting should be improved to give a feeling of security and also to illuminate and enhance the features of prominent buildings. | Head of Regeneration and Economic Development | Using the City Centre Investment Fund allocation, some historic and landmark buildings have been floodlit. Portico lighting in the Eastgate Shopping Centre was completed in February 2015. | Ongoing |
| GLOUCESTER TRAIN STATION | | | | |
| 16. | The Leader of the Council should write to Network Rail to request them to refurbish the building. | Leader of the Council | Leader of the Council wrote to Network Rail. Project is on-going with Network Rail and Great Western Railways to revamp and improve the station. | Complete |
| 17. | The City Council should explore entering into a contract with the Severnside Rail Partnership to allow sponsorship of the station. | Head of Regeneration and Economic Development | The City Council is working closely with the County, GFirst LEP, Network Rail and Great Western Railways to deliver improvements at the station. | Ongoing |
| 18. | The City Council should investigate marketing opportunities at the station, at nearby stations and on trains. | Head of Regeneration and Economic Development | Marketing Gloucester have arranged for leaflets publicising attractions to be displayed in the foyer of Gloucester Railway Station. | Ongoing |



| | | | |
|-------------------------|---|---------------------------------|-------------------------|
| Meeting: | Overview and Scrutiny Committee | Date: | 9 November 2015 |
| | Cabinet | | 11 November 2015 |
| Subject: | Flood Improvement Works Update | | |
| Report Of: | Cabinet Member for Environment | | |
| Wards Affected: | All Wards | | |
| Key Decision: | No | Budget/Policy Framework: | No |
| Contact Officer: | Wayne Best, Environmental Protection Service Manager | | |
| | Email: Wayne.Best@gloucester.gov.uk | | Tel: 396307 |
| Appendices: | <ol style="list-style-type: none"> 1. Completed Flood Works/Schemes 2. Capital and Maintenance works ongoing 3. Future works for consideration 4. List of areas where clearance works are carried out | | |

FOR GENERAL RELEASE

1.0 Purpose of Report

1.1 To update Members of the flood alleviation works which have been completed across the City throughout 2014/2015, those that are currently in progress and to outline future proposed works.

2.0 Recommendations

2.1 **Overview and Scrutiny Committee** is asked to consider the information contained in the report and make any recommendations it considers appropriate to Cabinet.

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

- (1) The contents of this report be noted.
- (2) Authority be delegated to the Corporate Director to work in partnership with relevant agencies and landowners to recognise the importance of all flood alleviation works within the City in minimising the risk and impact of flooding events.
- (3) The importance of the ongoing partnership working to secure the best possible outcomes for residents and businesses in Gloucester in reducing flood risk, including bidding for external funding and entering into appropriate agreements on terms approved by the Council Solicitor be recognised.
- (4) To support officers in investigating and utilising additional resources to maximise opportunities to reduce flood risk.

- (5) The continued importance of information, education, consultation and signposting as funding reduces be recognised.

3.0 Background and Key Issues

3.1 Introduction 2007- 2015

- 3.1.1 To date 123 schemes and major improvement works have been completed since 2007 to reduce the risk of future flooding to residents and businesses city wide.
- 3.1.2 Many of the projects undertaken have only been possible as a direct result of partnership working and by securing external funding.
- 3.1.3 The City Council has previously contributed towards these projects with funding secured from a number of sources including the Environment Agency, DEFRA, Gloucestershire County Council/Gloucestershire Highways and Developers through section 106 agreements and commuted sums.
- 3.1.4 The City Council has secured around £1.84 million pounds since 2007; approximately £1,227,000 has been spent on the delivery of schemes to date.
- 3.1.5 The current Capital Schemes budget is £727,445 which is fully committed to the delivery of projects already identified with funds secured from a number of sources as above.

3.2 Capital Schemes

- 3.2.1 Between September 2014 and September 2015 approximately £240k was secured in funding and £159k spent on Capital Schemes and associated works see Appendix 1 for list of completed schemes.
- 3.2.2 There are currently 6 Capital projects in progress and a further 7 schemes planned to start in the near future. Details can be found in Appendix 2.
- 3.2.3 An additional 8 Capital projects identified will be investigated and progressed over the next 12 months if viable, cost effective and funding can be secured. See Appendix 3 for details.

3.3 Future Funding

- 3.3.1 The City Council continues to work with partners to identify potential funding opportunities and will look to deliver schemes in those areas at the greatest risk in addition to works which can deliver quick wins.
- 3.3.2 Funding for flood alleviation projects and works is decreasing however schemes that can deliver additional environmental benefits including improved water quality, creation of wildlife habitats and increased biodiversity are looked upon more favourably and present additional funding opportunities.

3.4 **Maintenance Works**

- 3.4.1 Inspections and assessments of flood assets throughout the City including; culverts, trash screens, balancing ponds, flood barriers etc is ongoing.
- 3.4.2 Works to manage Himalayan Balsam (where there are known issues) and other invasive weed species such as Giant Hogweed and Japanese Knotweed on City Council land is ongoing with the support of the TCV (The Conservation Volunteers) and specialist contractors.
- 3.4.3 The City Council has Riparian Responsibilities of approximately 25 kilometres of watercourse the majority of which is not included in the Amey contract. Works are carried out on a priority basis by contractors and voluntary groups. Appendix 4 identifies stretches of watercourses and assets which have been identified for inspection and clearance works.
- 3.4.4 Between September 2014 – and September 2015, TCV accumulated 301 volunteer hours carrying out watercourse clearance works on behalf of the City Council.

3.5 **Planning**

- 3.5.1 Regeneration is important for Gloucester and officers from the City Council have been actively working with developers to attract further investment whilst offering constructive planning advice to reduce future flood risk.
- 3.5.2 There are ongoing discussions with internal and external partners including Developers to resolve issues related to land adjacent to watercourse and flood assets which the City Council will adopt from developers which can also attract a commuted sum.

3.6 **Education**

- 3.6.1 Working with Riparian Owners in relation to the ongoing maintenance of private land alongside watercourses in addition to assisting with enquiries, offering advice and support regarding proposed works which could impact flow.
- 3.6.2 The need for improved signposting and information for residents, Members and other customers in relation to the roles and responsibilities of the relevant organisations involved with flood related work in addition to the identification and operation of flood assets.

3.7 **Resilience**

- 3.7.1 The City Council and partners continue to work together on promoting community resilience in those areas at greatest risk of flooding. A number of events planned for this year to promote community resilience have been rescheduled for next year.
- 3.7.2 There are future plans to work with businesses in relation to giving advice on reducing flood risk and business continuity plans.

3.7.3 The continued work with communities/Friends Groups on management plans (i.e. Barnwood Park and Saintbridge Balancing Pond) to assist with future ongoing maintenance requirements. A number of other sites have been identified for consideration in relation to promoting Friends Groups and creating additional opportunities for communities i.e. funding and awards.

3.7.4 Better management of water including the need for additional flood storage capacity to further reduce the risk of future flooding. A number of options are currently being considered including:

- Additional storage within the existing drainage ditches at Blackbridge
- Flood storage area at Winnycroft Farm as part of a proposed development
- Improving a number of existing balancing ponds including Appleton Way, Milton Avenue and Combrook Close.
- Diverting surface water along Coney Hill Road into the existing balancing pond near Harley's Field

3.8 **Gloucestershire Highways**

3.8.1 The City Council continues to work closely with Gloucestershire Highways (GH) to resolve a number of ongoing localised highways flooding issues with the agreement of further investigations and future planned works.

4.0 **Asset Based Community Development (ABCD) Considerations**

4.1 Increasingly local government is moving away from being an organisation that drivers services to one that creates the conditions for people to help themselves and each other.

4.2 A number of City Council officers are continuing to work with our communities, Friends and Residents groups with addition support from the voluntary sector including the TCV and Probation Payback Service delivering watercourse maintenance and associated improvement works. For example a number of sites were identified and put forward for a Green Flag award including Barnwood Park and Saintbridge Balancing Pond. Further sites have also been identified for future Green Flag applications.

4.3 We will continue to work with communities to promote an ABCD approach whilst exploring opportunities to work with new groups/residents assisting them in shaping their communities.

5.0 **Alternative Options Considered**

5.1 Do minimum; only carry out maintenance works currently on contract and no further submission of bids in relation to funding of Capital Schemes and additional maintenance works resulting in minimal costs and resources.

5.2 Doing the minimum would increase the flood risk to residential and businesses premises in addition to important infrastructure and assets. Given Gloucester City's geographical location and history of flooding events this would be seen as unacceptable and would increase anxiety for residents and business owners. There is the expectation that works to reduce flood risk will continue attracting investment

and employment into the City. Flood schemes are politically supported in Gloucester and the City Council has built up a good reputation which could be affected if works do not continue.

- 5.3 To put all maintenance works on contract, however there is not the capacity or funding to put all maintenance works on to contract and resources are focused on those areas at greatest risk.
- 5.4. The City Council could consider making funds available to fund Capital Schemes however given the current economic climate this is unlikely option.

6.0 Reasons for Recommendations

- 6.1 To reduce the risk of future flooding to residential properties and business premises through continued investment in flood alleviation schemes/works, the promotion of self resilience, advice and information, community flood plans and drop in sessions.
- 6.2 Reducing flood risk to homes and businesses will continue to support regeneration and further investment into the City which will be communicated to developers through planning policy.
- 6.3 To meet the requirements of the Flood and Water Management Act 2010 in respect of flood risk management including working with partners to resolve flooding issues.
- 6.4 The ongoing Capital Works Schemes and Maintenance Programme in 2014/2015 is still proving to be effective in reducing flooding incidents however we have been fortunate and not experienced the same intense weather events such as those in 2012 and early 2014.
- 6.5 Continue to investigate and utilise additional sources of funding and resources to deliver schemes and improvement works to further reduce flood risk to homes, businesses and critical infrastructure throughout the City.
- 6.6 To investigate improving the effectiveness of our resources with the aid of technology, better signposting for customers and building community resilience.

7.0 Future Work and Conclusions

- 7.1 The City Council will continue to plan, prioritise and deliver flood alleviation schemes and works where resources allow, whilst delivering improvements to watercourse biodiversity, habitat creation, water quality and amenity value in accordance with legal requirements in partnership with internal and external partners.
- 7.2 Maintenance works will continue to be funded through our maintenance budget and external funding will be sought to enable the delivery of Capital schemes where opportunities present themselves and where resources allow.
- 7.3 The City Council will continue to work with partner organisations to identify where flood alleviation schemes and watercourse improvement works are required and seek joint funding where possible to deliver schemes.

- 7.4 Continue to target areas at highest risk and to assist Riparian Owners with carrying out regular maintenance works.
- 7.5 An update report will be provided for Members on an annual basis regarding works that have been completed and future planned works.

8.0 Financial Implications

- 8.1 Costs for capital and maintenance works have been met through existing budgets. The City Council continues to be proactive in securing additional funding from external sources for capital projects.
- 8.2 The Council will continue to bid for funding for flood alleviation and watercourse improvement works wherever the opportunity presents itself and where resources allow.
- 8.3 With the ongoing constraints on Local Authority and partner organisations budgets there is a need to investigate alternative sources of funding whilst prioritising existing resources.
- 8.4 The City Council will continue to work with communities and the voluntary sector to assist with the delivery of maintenance works.

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

9.0 Legal Implications

- 9.1 The report identifies that the City Council has Riparian Responsibilities as a land owner under the Land Drainage Act 1991 which requires responsible parties to maintain the watercourses in such a condition as to ensure that the free flow of water is not impeded. The City Council should enter into appropriate agreements with landowners and partner organisations in respect of works undertaken to clarify terms and conditions, particularly on-going responsibilities and liabilities.
(One Legal have been consulted in the preparation this report).

10.0 Risk & Opportunity Management Implications

- 10.1 See table below -

| Risk | Opportunities |
|--|--|
| Flood Alleviation structures and assets will not perform to their full potential if ongoing maintenance is not carried out subjecting residents/ communities and businesses to greater risk of flooding during extreme weather events which increases anxiety and concern. | To prioritise resources on those areas at greatest risk and to work with partners to deliver additional works to reduce flood risk. The Council will work with communities to promote resilience and participation with schemes and works in their areas. |
| Increased insurance premiums or becoming uninsurable and the potential loss of investment and employment to the City. | |
| | Continue working with voluntary groups and to promote a programme of community events which we will publicise through the Partnerships and Community Groups. |

| | |
|-----------------------------------|--|
| Reduced funding to deliver works. | Continue working with communities to establish more 'Friends Groups' which can have a number of positive outcomes including residents taking ownership of their area, attract funding opportunities for further enhancements and awards. |
|-----------------------------------|--|

11.0 People Impact Assessment (PIA):

- 11.1 Reducing flood risk to an individual property or a community does not prejudice against any one group or community. Reducing flood risk and increasing flood resilience provides re-assurance and comfort to those communities and groups at risk.
- 11.2 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 Flood alleviation works and measures have a critical role to play in protecting communities. Proper maintenance of flood assets will reduce the risk and impact of flooding events.

Sustainability

- 12.2 Given the ongoing reductions to local authority resources there is a need to support communities to become more resilient.
- 12.3 Sustainable Urban Drainage Systems are promoted in relation to new developments and used whenever possible in flood alleviation schemes. SuDS (ponds, swales, rain gardens etc) are usually less expensive to implement, maintain, add amenity value and are important for habitat creation.
- 12.4 Consideration is given to other requirements such as the Water Framework Directive to enhance and renaturalise watercourses in addition to improving water quality which may include the retro fitting of SuDS.

Staffing & Trade Union

- 12.5 None.

Press Release drafted/approved

- 12.6 Not applicable.

Background Documents: None

This page is intentionally left blank

FLOOD ALLEVIATION CAPITAL PROJECTS & MAINTENANCE WORKS COMPLETED

| Location | Issue/Works | No. of properties protected |
|---|--|---------------------------------------|
| 1. Dinglewell / Green Lane, Hucclecote | Surface water/flooding from Wotton brook - Installation of individual property flood protection measures at ten properties. Works included: flood doors, new brickwork, flood proof airbricks, masonry repairs and non return valves. | 10 |
| 2. Churchdown Lane, Jersey Rd, Lynton Fields & Lock House | Completion of individual property flood protection surveys. | |
| 3. Rea Lane / Upper Rea, Westgate | Issues with surface water pooling in Rea Lane making it inaccessible for residents for prolonged periods of time including in 2012 and 2014. Construction of large diameter twin pipes and headwalls to facilitate flood water dispersal from Rea Lane. Joint project with the Environment Agency and Gloucestershire County Council. | 16 + highway (part protection) |
| 4. Tewkesbury Road, Kingsholm and Wotton | Surface water flooding due to Wotton brook backing up when the River Severn is high for prolonged periods - Works have included the installation of new chamber with non return valve in the highways drainage system and the construction of a storage swale along with associated highways works and planting. Joint project between the City and County Council's and Gloucestershire Highways. | 6 + highway |
| 5. Barnwood Park, Barnwood | Planting of reeds and other marginals to reduce issues with odour and provide a degree of flow attenuation. | |
| 6. Fox Elms Road, Tuffley | Minor drainage works carried out to protect property against surface water issues. | 1 |
| 7. Sandhurst Lane, Kingsholm and Wotton | Fluvial flooding from River Severn - Installation of a perimeter interceptor drain, sump pump, and a floor tanking system using DEFRA 'repair and renew' funding. | 1 |
| 8. Beaumont Road, Longlevens | Runoff from City Council land affecting residential property - Installation of drainage to prevent flooding issues. | 1 |
| 9. Barnwood Park Weir, Barnwood | Vegetation removal and renovation works to the weir structure to improve the resilience of critical asset. | |

| Location | Issue/Works | No. of properties protected |
|--|--|--|
| 10. St Peters School, Stroud Road - Phases 2 and 3, Tuffley | Completion of phases 2 & 3 works to reduce surface water runoff from the school. Works include the construction of several ponds, swales and reed beds. Benefits of the work include flood risk reduction in the downstream catchment along with habitat creation, improved water quality and the provision of a valuable learning resource. The scheme is a joint venture between Gloucester City Council, Environment Agency, St Peter's School, Gloucestershire County Council and Glos Highways. | 6+ and highway, |
| 11. Carters Orchard, Quedgeley Severn Vale | Installation of a new pipe and headwalls and clearance of 100 m of channel to improve flow and reduce blockages. | Approx 8 |
| 12. Dimore Brook, Overbrook Road, Quedgeley Fieldcourt | Removal of a restrictive culvert and installation of new pedestrian / cycle footbridge. In addition to works carried out by Severn Trent Water to remove an obstruction caused by one of their outfalls. | Approx 16 |
| 13. Whaddon brook, Tuffley | Reinstatement of the watercourse channel to the rear of property in Bybrook Gardens. The channel had been 80% obstructed by 'build-over' work as a result of property owner shoring up rear garden. | Approximately 6+ |
| 14. Langate House, Robinswood Hill | Construction of a dwarf wall to divert flood flows from hill away from the ground floor flats into existing drainage network. Clearance works to highways drainage system. | 5 |
| 15. Milton Avenue, Podsmead | Extensive clearance of the ditches in the POS area completed. Further works ongoing and planned in the near future. In discussion with Amey regarding future maintenance requirements. | Approximately 30 taken from County SWMP |
| Total | | Approximately 106 properties |

FLOOD ALLEVIATION CAPITAL PROJECTS & MAINTENANCE WORKS ONGOING/PLANNED

| Location | Issue/Works | No. of properties protected |
|---|--|-----------------------------------|
| 1. Sud brook – The Lampreys/Cheyney Close, Matson & Robinswood/Barnwood | Surface water/ flooding from Sud and Matson brook - works to include Property Level Protection measures in addition to engineered solutions including bunds, ground reprofiling and flood barriers. Joint funded scheme – DEFRA, Glos County Council, City Council and GCH. Property level surveys completed detailed design underway. | 40+ |
| 2. Stroud Road, Tuffley | Surface water flooding issues due to water pouring off fields adjacent to Grange Road. Works to include extending existing bund along Grange Road, replacement of trash screen on Stroud Road (Whaddon brook) and ground works on the junction of Bybrook Road and Grange Road to manage surface water flows. | Approximately 10 |
| 3. Deans Way, Kingsholm and Wotton | Surface water/flooding from River Twyver (when River Severn running high for prolonged period) which fills the public open space and up to the rear threshold of properties. Further investigation required, works may involve bunding of the public open space opposite the rear of residential gardens. | Approximately 10 |
| 4. Bristol Road, Quedgeley Severn Vale - surface water drainage into Dimore trib | Works to improve the conveyance of surface water system, problems identified with silt, debris and roots during investigations and CCTV survey. Works to include high pressure jetting and removal of silt, roots and other debris. | Approximately 6 |
| 5. Barnwood Park – Wotton brook, Barnwood | Works to improve the efficiency of pond to reduce risk of downstream flooding issues. Additional works being considered include creating additional storage and water treatment through a swale and reed bed system. | Approximately 20 + highway |
| 6. Highclere Road, Quedgeley Severn Vale | Over topping of Dimore brook, works will look to include the installation of a flood alert/warning system and possibly Individual Property Level Protection measures to those properties at highest risk. | Approximately 20 |
| 7. Porchester Road, Hucclecote | Works to reduce the risk of flooding from Wotton brook - works under investigation include improving existing drainage, providing additional drainage, in channel storage and works to redirect flows back into the channel. | Approximately 20 + highway |
| 8. Saffron Close, Matson and Robinswood | Issues with surface water discharging off City Council land into residential garages. Works to include drainage improvement works. | |

| Location | Issue/Works | No. of properties protected |
|--|--|--|
| 9. Sandyleaze Field, Elmbridge | Bank erosion issues at a number of locations along the Horsbere brook. Works to include bank strengthening works which may include willow spiling etc. | |
| 10. River Twyver, Suffolk Drive, Westgate | Issues with existing header wall structure and poor access for maintenance purposes, works to include improvements to existing structure and improved access and possible desilting works. | |
| 11. Deans Walk, Kingsholm and Wotton | Surface water/ flooding from River Twyver. Property level surveys to be completed in spring 2016 to identify potential works which may include the installation of Property Level Protection measures i.e. flood doors, air brick covers, non return valves and flood barriers. Joint funded scheme – DEFRA and Gloucester City Council. | 46 |
| 12. Tewkesbury Road, Kingsholm and Wotton | Issues with standing surface water. Property level surveys to be completed in spring 2016 to identify potential works which may include the installation of Property Level Protection measures i.e. flood doors, air brick covers, non return valves and flood barriers etc. Joint funded scheme – DEFRA and City Council. | 6 |
| 13. Lobleys Drive Park, Hugglescote | Planting of reeds and other wetland plants in pond area which takes surface water from highway and adjacent POS to improve water quality and habitat creation. | |
| 14. River Twyver - Malmesbury Road, Barnwood | Clearance of the banks and channel in addition to desilting works. | Approximately 16+, subway and footpath |
| 15. River Twyver - Overbury Road, Barton & Tredworth | Clearance of the banks and channel in addition to desilting works. | Approximately 32 |
| 16. Wotton brook at Barnwood Park, Barnwood | Current trash screen traps small debris which causes watercourse to back-up. In addition screen is difficult to clear and maintain. Works required include some desilting works and replacement of existing trash screen. | Approximately 11+ properties & highway |
| Total | | Approximately 237 properties |

FUTURE SCHEMES/WORKS UNDER CONSIDERATION

| Location | Issue/Works | No. of properties protected by works |
|--|---|--------------------------------------|
| 1. Bristol Road/Cecil Road, Moreland | Localised surface water flooding issues which have previously affected a number of properties in the area. Works carried out by Severn Trent Water have improved the situation. Continue to monitor the situation. | Approx 12 |
| 2. Holmleigh Road, Tuffley | Two culverts have been identified as being undersized for a 100 year event; works may involve the removal and replacement of culverts and associated bank works if funding becomes available. | 22 houses + highway |
| 3. Stroud Road, Tuffley | Surface water/ground water issues from Robinswood Hill affecting a number of properties. Further investigations required - works may include swales and a number of attenuation ponds. | Approx 6+ |
| 4. Blackbridge, Podsmead | Works to clear existing ditches have been carried out with further works to follow; additional works may include increasing capacity within ditches and attenuating flows during heavy rainfall events to protect properties further downstream. | |
| 5. Sandwick Park – Phase 2, Clange | No recent issues, no further action required at this time | |
| 6. Nas Lane, Quedgeley | Surface water runoff affecting 2 properties (1 residential, 1 business) and highway during heavy rain. Works have been carried out on third party land by landowner. In addition Gloucestershire Highways have carried out investigations and associated works which has improved the situation. Continue to monitor the situation. | 2 |
| 7. Lower Meadow, Quedgeley Fieldcourt | Bank erosion issues along the banks of the Dimore brook, bank revetment works required. Continue to monitor the situation. | |
| 8. Coney Hill Tributary and Balancing ponds, Barnwood | Reinstating the ditch network and diverting surface water flows into ditch from areas at risk from flooding. In addition further investigations required regarding associated balancing ponds which are currently under utilised. | Approximately 10+ |
| 9. Appleton Way, Hucclecote | Improvements to existing balancing pond to reduce flows into Wotton brook during heavy rain fall events. Works may include levels survey, modelling and reduction of orifice plate in control structure. | Approximately 10 |
| 10. Combroom Close, Abbeydale | Improvements to existing balancing pond to reduce flows into River Twyver during heavy rain fall events. Works may include levels survey, modelling and reduction of orifice plate in control structure. | |

FUTURE SCHEMES/WORKS UNDER CONSIDERATION

| Location | Issue/Works | No. of properties protected |
|---|---|---|
| 11. Brookfield Road, Hucclecote/Barnwood | Water backs up at culvert spilling out of channel during flooding events affecting properties in the vicinity. Possible works may include replacing the existing parapet wall with railings to ease the flow of water back into channel on the downstream side of culvert. | Approximately 9 + highway |
| 12. Forest View Road, Tuffley | Surface water runoff issues affecting properties. Further investigation required - works may include reinstating a ditch to the rear of properties. | Approximately 6+ & public footpath |
| 13. Curlew Road, Abbey | Pooling of surface water on the public footpath and front garden of property. Initial investigations have been carried out, further works may include a new outfall into the brook should funding become available. | 1 |
| 14. Argyll Place, Elmbridge | A section of footpath is breaking up and falling towards the brook. Repair works to bank and path being investigated. | |
| 15. Highways Flooding Issues - City | Highways surface water issues at a number of locations – in discussion with Highways regarding potential works/solutions. | |
| 16. Watercourse improvement works - City | Working with the EA on potential works to improve watercourses in Gloucester City in relation to the reduction in flood risk, habitat creation, increased biodiversity and improved water quality. | |
| 17. Retro fit SUDS | There are currently a number of sites under consideration should funding become available. | |
| 18. Urban Greening Project | The benefits of Urban Greening are numerous including; reducing urban flooding, providing biodiversity, cooling the urban environment, absorbing carbon and supporting human health. Looking to secure funding and possible sites to carryout works and promote the benefits of urban greening across the City. | |
| Total | | Approximately 79 properties |

LIST OF AREAS IN RELATION TO CLEARANCE WORKS

| Location | Priority 1-5 (1 high, 5 low) | Frequency | No. of days? | Works required | Other considerations in addition to Bird Nesting Season |
|---|---------------------------------------|--------------|-----------------|---|---|
| Scholars Walk & upstream alongside footpath off School Lane, Quedgeley Fieldcourt | 3 | Annually | 1-2 | Clearance of the banks/channel | |
| Blackbridge, Podsmead | 2/3 | Annually | 4 | Clearance of the banks/ditches to the rear of Duke of Beaufort Court | |
| Lilac Way, Quedgeley Severn Vale | 3 | 2 x Annually | 2-4 | Clearance of the banks/channel between Park Drive & Lilac Way | |
| Saintbridge Balancing Pond, Barnwood | 5 | Annually | 2 | General tidy and clearance works including removal of Balsam | Friends Group. Himalayan Balsam and Giant Hogweed |
| Whaddon brook, Tuffley | 3 | Annually | 2-4 | Clearance of the banks/channel | Access |
| Milton Avenue, Podsmead | 3 | 2x Annually | 4-6 | Clearance of pond and ditches | |
| Plock Court, Longlevens | 3 | Annually | 2 | Clearance of the banks/channel to the Western end of the Park | Himalayan Balsam |
| Lobleys Drive Park, Hucclecote | 3/4 | Annually | 6 | Clearance of the banks/dithces & pond | |
| Twyver - Barn Close down to Highfield Road, Abbey/ Barnwood | 4 | Annually | 10 | Clearance of the banks/channel | Himalayan Balsam and Giant Hogweed |
| Green Lane, Land drain/ditch, Hucclecote | 4 | Annually | 2 | Clearance of the banks/channel on POS area | Conservation area |
| Barnwood Park, Barnwood | 3/4 | Annually | 1 | Clearance of the banks/channel | Himalayan Balsam Friends Group |

LIST OF AREAS IN RELATION TO CLEARANCE WORKS

| Location | Priority 1-5 (1 high, 5 low) | Frequency | No. of days? | Works required | Other considerations in addition to Bird Nesting Season |
|---|---------------------------------------|--------------|-----------------|--|---|
| Slimbridge Road – Land drain/ditch, Tuffley | 3/4 | Annually | ½ | Clearance of the banks/channel | Japanese Knotweed |
| Daniels brook, Tuffley | 2/3 | Annually | 8 | Clearance of the banks/channel to original channel | Land in multiple ownership |
| Porchester Road, Hucclecote | 2 | 2 x Annually | 1 | Clearance of the banks/channel | Private land in multiple ownership |
| Malmesbury Road, Barnwood | 2 | Annually | 1-2 | Clearance of the banks/channel | Build up of silt in concrete lined channel |
| Bishop's Castle Way, Barton and Tredworth | 3 | Annually | 1 | Clearance of the banks/channel | Build up of silt in concrete lined channel |
| Blackditch, Hempsted Meadows | 3/4 | Annually | 2 | Clearance of the banks/channel | Water voles |
| Coney Hill Rugby Club & rear of properties at York Road, Wotton Tributary, Barnwood | 3 | Annually | 1 | Clearance of the banks/channel | Himalayan Balsam |
| Whaddon brook, Lower Tuffley Lane/ Bristol Road, Podsmead | 3 | Annually | ½ | Clearance of the banks/channel | Japanese Knotweed at Bristol Road end |

LIST OF AREAS IN RELATION TO CLEARANCE WORKS

| Location | Priority 1-5 (1 high, 5 low) | Frequency | No. of days? | Works required | Other considerations in addition to Bird Nesting Season |
|---|---------------------------------------|--------------|--------------------|---|---|
| Open ditch adjacent to The Causeway down to Teal Close - Land drain/ditch Quedgeley Severn Vale | 4 | Annually | ½ | Clearance of the banks/channel | |
| Appleton Way, Hucclecote | 3 | Annually | ½ | Clearance of trash screen | |
| Matson Place, Sud brook, Barton and Tredworth | 3 | 2 x Annually | 2 | Clearance of the banks/channel | Responsible parties Glos Highways and Private. Japanese Knotweed on third party land |
| North Upton Lane, Barnwood | 4 | Annually | ½ | Bramble clearance to a short section of the banks/channel | |
| Carters Orchard and Coopers Elm, Quedgeley Severn Vale | 4 | Annually | 2 | Clearance of the banks/channel | Land owned by Developer |
| Horsbere brook, Longlevens | 4 | Annually | 2/3 | Removal of Balsam | |
| Armscroft Park, Elmbridge/Kingsholm and Wotton | 3/4 | Annually | 1 | Clearance of the banks/channel | Himalayan Balsam |
| Ponds to the rear of Waterwells Drive | 3/4 | Annually | 1 | Clearance of ponds/outfalls | |
| Total Days | | | 60 ½ - 69 ½ | | |

This page is intentionally left blank



| | | | |
|-------------------------|--|--|---|
| Meeting: | Overview and Scrutiny Cabinet | Date: | 9 November 2015 11 November 2015 |
| Subject: | Financial Monitoring Quarter 2 | | |
| Report Of: | Cabinet Member for Performance and Resources | | |
| Wards Affected: | All | | |
| Key Decision: | No | Budget/Policy Framework: | No |
| Contact Officer: | Andrew Cummings, Management Accountant | | |
| | Email: | Andrew.cummings@gloucester.gov.uk | Tel: 396231 |
| Appendices: | 1. Progress against savings targets 2. Capital monitoring 3. Income Targets | | |

FOR GENERAL RELEASE

1.0 Purpose of Report

1.1 For Cabinet to note the financial monitoring report details including budget variances, year-end forecasts, and progress made against agreed savings targets for the 2nd quarter ended 30th September 2015.

2.0 Recommendations

2.1 **Overview and Scrutiny Committee** is asked, subject to any recommendations it wishes to make to Cabinet, to **note** the contents of the report.

2.2 Cabinet is asked to **RESOLVE** that it be noted that:

- (1) The savings achieved in year to date total £945k.
- (2) The forecast year end position is currently for a reduction to the Council's General Fund balance of £278k. This is an improvement of the Quarter 1 position of £554k.
- (3) The actual and expected levels of income for the Council shown at Appendix 3.
- (4) The details of specific budgetary issues identified by Officers and the actions being taken to address those issues
- (5) The current level of Capital expenditure as shown on Appendix 2.

3.0 Background and Key Issues

- 3.1 The figures contained within this report forecast the year end position. This is based on the actual expenditure to the end of quarter 2 and forecast forwards based on budget monitoring meetings between service managers and financial services staff. The year-end forecast is the best estimate at the current time of the year-end position on the Council's General Fund.
- 3.2 The estimated reduction in the General Fund balance would still ensure that the general fund balance remains above the Council's stated minimum of position of £1.6m.
- 3.2 A summary table below shows the projected position for each service area as well as the change in projected variances since the Quarter 1 position.

4.0 Whole Council Summary

- 4.1 The forecast position for the end of the year is a reduction of the Council's General Fund by £278k. This is a significant improvement from the forecast performance at the Quarter 1 of £554k. During Quarter 2 additional savings have been achieved of £94k and forecasts have improved in a number of other areas.

| Council Total | 2015/16 Budget | Year End Forecast | Variance | Change since Q1 |
|--|---------------------------|----------------------------------|-----------------|----------------------------|
| Corporate Director - Martin | 3,399 | 3,479 | 80 | 27 |
| Corporate Director - Ross | 6,204 | 6,910 | 706 | 224 |
| Regen and Economic Development | (486) | (526) | (40) | (24) |
| Finance and Business Improvement | 3,141 | 2,873 | (268) | (313) |
| Funding and Corporate Adjustments | (12,226) | (12,458) | (232) | (192) |
| Total | 32 | 278 | 246 | (278) |

- 4.2 This position reflects the current level of at risk savings targets, as well as new financial pressures identified during 2015/16, and any areas which are expected to be under their budget for the year.

5.0 Corporate Director – Martin Shields

| Corporate Director - Martin | 2015/16 Budget | Year End Forecast | Variance | Change since Q1 |
|------------------------------------|---------------------------|----------------------------------|-----------------|----------------------------|
| Planning | 454 | 453 | (1) | 40 |
| Legal and Democratic Services | 1,103 | 1,102 | (1) | (4) |
| Communications | 125 | 119 | (6) | 3 |
| Housing Services | 761 | 722 | (39) | (32) |

| | | | | |
|-----------------------|--------------|--------------|-----------|-----------|
| HR | 351 | 249 | (102) | (51) |
| Guildhall and Museums | 428 | 662 | 234 | 74 |
| Internal Audit | 177 | 172 | (5) | (3) |
| Total | 3,399 | 3,479 | 80 | 27 |

- 5.1 The position for the directorate as a whole is forecast to be overspent by 80k. The majority of service areas within the directorate are forecast to be within their budget allocations but the savings targets at the Guildhall and the Museums are creating a pressure on the year end position.
- 5.2 The team at the Guildhall have continued to primarily target income generation as a means of reaching the savings target. This has seen particular success with the cinema and room lettings. Appendix 3 shows that the Guildhall is expected to generate £80k more income than budgeted. There have been some offsetting costs as part of this process, in particular increased expenditure on advertising and publicity.
- 5.3 The performance at the bar and cafe at the Guildhall continues to fall short of the budgeted surplus. This shortfall for the year is expected to be £43k below the level required in the budget, diminishing the impact of budget savings achieved elsewhere within the Guildhall.
- 5.4 Current estimates suggest that savings at the Museums are unlikely to be delivered in year. An over spend of £134k is currently expected. It is within expectations for the service pending implementation of the recommendations from the Cultural Services Review. These include; major building works including opening up the wall between the library and the café; the installation of new display cases; the resubmission of the HLF Bid; restructuring, including annualised hours and a review of the opening times, and; allowing time for the joint museums card with the Soldiers of Gloucester and the Waterways Museums to impact on visitor numbers. In addition, rebranding and marketing of both Museums will be undertaken during the winter months ready to re-launch both Museums for the spring 2016.
- 5.5 The HR Service is forecasting a significant saving of £102k for the year, an increase of £50k since the first quarter position. The slight delays to the implementation of the shared service mean the City Council continues to make savings from the high level of vacancies within the team. The transfer of the service to the County Council will deliver annual savings of approximately £56k from the 2016/17 year onwards.
- 5.6 There is some pressure in year on the budget for the registration of electors. The new system of Individual Electoral Registration (IER) is resulting in higher administrative costs which are only partly met by central government funding. The cost of the service is partly dependant on the response rate from households and this is currently lower than anticipated. A clearer picture on final costs will develop as the process continues. For the Legal and Democratic service as a whole these additional election costs are currently predicted to be offset by the savings made by the transfer of legal services to One Legal.
- 5.7 Within planning and development there are extra costs in year relating to the review of the Joint Core Strategy and carrying out the City plan. At this stage these costs

are expected to be £67k higher than anticipated. The service as a whole is expected to be on budget as planning income is also higher than budget and effectively offsets these additional costs.

6.0 Corporate Director – Ross Cook

| Corporate Director - Ross | 2015/16 Budget | Year End Forecast | Variance | Change since Q1 |
|--|---------------------------|----------------------------------|-----------------|--------------------------------|
| Neighbourhood Services | 4,530 | 5,144 | 614 | 253 |
| Environmental Planning and the Countryside Unit | 429 | 423 | (6) | (5) |
| Voluntary Sector | 381 | 371 | (10) | (26) |
| Shopmobility | 4 | 55 | 51 | 20 |
| Cem and Crem | (852) | (877) | (25) | 0 |
| Markets | (208) | (144) | 64 | 36 |
| Contact Centre | 760 | 714 | (46) | (13) |
| TIC | 144 | 179 | 35 | 16 |
| Public Protection | 1,016 | 1,045 | 29 | (57) |
| Total | 6,204 | 6,910 | 706 | 224 |

- 6.1 A significant overspend is still expected on this directorate and the overall position has deteriorated since the Quarter 1 variance of £482k.
- 6.2 The savings target on the Amey contract is £70k rolled forward from 2014/15 and an additional £300k from 15/16. The savings achieved in year now total £136k with no implications for the level of service provision. Further savings have been identified and are being negotiated with Amey but at this stage it is not expected that the Council will achieve the full £300k of savings in this financial year.
- 6.3 It has previously been reported to Cabinet that the Council is exposed to risk from any fall in the value of recyclable material that Amey is able to achieve on the open market. At Quarter 1 this was estimated at £200k but current estimates from Amey suggest a shortfall of approximately £330k which the Council will be required to pay to Amey at year end. This issue means that, after consideration of the achieved savings, an overspend of £564k is expected on this contract at this time. The Cabinet Member for the environment has recently met with Amey to reiterate the importance of the savings programme and further savings proposals are expected from Amey in the very near future.
- 6.4 The markets service expected overspend has increased to £64k. This is a result of no significant savings projects having yet been completed towards the £50k savings target as well as forecast shortfalls against the income budgets for both the Eastgate Market and Hempsted market. The shortfall at Eastgate market is partly caused by a number of vacant units at the market. However, a number of the vacant units have recently been filled and there is interest in some of the others. A higher level of occupancy will help to improve the financial position of the service. For the longer term a soft market testing exercise is underway which will inform the decisions to achieve the savings.

- 6.5 A procurement exercise is currently under way to determine the future of the Shopmobility Service so it is unlikely that the savings will be delivered in year. The service has however saved some money in year as a result of staff vacancies.
- 6.6 The Contact Centre and Customer Services continues to deliver savings against budget for the year. A saving of £15k against the postage budget is currently forecast alongside income from street naming and numbering charges of £11k. The income from the street naming is difficult to predict in the first year of operation and any significant changes will be reported back to cabinet.

7.0 Regeneration and Economic Development

| Regeneration and Economic Development | 2015/16 Budget | Year End Forecast | Variance | Change since Q1 |
|---------------------------------------|----------------|-------------------|-------------|-----------------|
| Asset Management | (466) | (478) | (12) | (33) |
| Economic Development | 367 | 366 | (1) | 39 |
| Parking | (854) | (880) | (26) | 11 |
| Marketing Gloucester | 467 | 466 | (1) | (41) |
| Total | (486) | (526) | (40) | (24) |

- 7.1 The overall position for this area is to be underspent against budgets by £40k.
- 7.2 Car parking continues to be forecast at a slightly higher level of surplus than anticipated in the budget. Income is currently forecast to be £86k above the budget (Appendix 3) but this is slightly offset by higher costs in some areas such as a higher level of enforcement in the car parks.
- 7.3 The Economic Development service is currently predicting to spend as budgeted in the current financial year. The service has had a significant number of vacancies during the year which have delivered a saving but this saving is offset by redundancy costs and unbudgeted consultancy work.

8.0 Head of Financial Services

| Finance and Business Improvement | 2015/16 Budget | Year End Forecast | Variance | Change since Q1 |
|----------------------------------|----------------|-------------------|--------------|-----------------|
| Financial Services | 738 | 681 | (57) | (50) |
| Revenues and Benefits | 81 | (126) | (207) | (211) |
| Business Improvement | 919 | 904 | (15) | (57) |
| IT | 1,403 | 1,414 | 11 | 5 |
| Total | 3,141 | 2,873 | (268) | (313) |

- 8.1 There has been a reduction in the expected cost to the Council of providing housing benefit in the year. This has arisen from work undertaken to improve the forecasting of both the expenditure on housing benefit and the subsidy received from Central Government. The expected position now is that the net cost to the

Council will be £207k less than budgeted. It should be noted that small percentage variations in either income or expenditure would affect this but the forecasting now in place will ensure that any changes can be captured and reported.

9.0 Progress against savings targets

- 9.1 Full details of the Council's progress against its savings targets are shown at Appendix 1.
- 9.2 The savings achieved to date from the Amey contract relate to savings which have not had any impact on Service provision. These are a change in the staffing of the yard at the depot (£17k), a removal from Amey of the responsibilities around education and communications for waste and recycling carried out by Council staff (£30k) and a reduction in the number of loaders working on the recycling vehicles (£89k). The Amey savings target now has £154k identified as being at risk. There are a number of savings options still available, both for this year and the next but it is unclear how much financial impact they will have on the 15/16 year.
- 9.3 Restructurings within both Neighbourhood Services and Planning have not yet taken place which again reduces the financial impact in 15/16. Therefore, a proportion of the savings targets in both of these areas have now been identified as being at risk.

10.0 Capital Programme

- 10.1 The Capital Programme budget currently stands at £8.91m. At the end of quarter 2 capital expenditure stands at £1.026m in total. It is expected that expenditure will increase as projects progress during the year.
- 10.2 Four new capital projects have been added to the Capital Programme during the second quarter. Public open space at Barton and Tredworth has received s106 funding of £182k, additional work at the crematorium has been identified on the cremators of £35k, Cherry & White Gazebos at the Kings Square Market are included at £11k and LED lighting installation for car parks is now included at £11k. New capital projects must be approved by the officer led Capital Projects Steering Group.

11.0 Prompt payment performance

- 11.1 The Council aims to make payments to all suppliers promptly and in accordance with contract terms. The performance on invoice payments during the quarter is below.

| | <u>July</u> | | <u>August</u> | | <u>September</u> | | <u>Qtr 2</u> | |
|--|-------------|-----|---------------|-----|------------------|-----|--------------|------------|
| Number paid within 30 days | 701 | 96% | 749 | 94% | 772 | 95% | 2222 | 95% |
| Number paid over 30 days | 30 | 4% | 52 | 6% | 41 | 5% | 123 | 5% |
| Average Days to Pay (from receipt of invoice to | 9 | | 10 | | 7 | | 8 | |

12.0 Asset Based Community Development (ABCD) Considerations

12.1 This report notes the financial performance of the Council against budgets. Where Council services are undertaken using an ABCD approach and this impacts on either service expenditure or income, this is reflected in the figures projected.

13.0 Alternative Options Considered

13.1 When consider how to reduce budgetary pressure or make savings officers explore a wide range of options.

14.0 Reasons for Recommendations

14.1 It is a good practice for members to be regularly informed of the current financial position of the Council. This report is intended to make members any of any significant issues in relation to financial standing and any actions that officers are taking in response to identified variances.

15.0 Future Work and Conclusions

15.1 Work will continue to reach savings targets or limit in year budget pressures. A further financial monitoring report will be produced for members at the end of the second quarter.

16.0 Financial Implications

16.1 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.)

17.0 Legal Implications

17.1 There are no legal implications from this report

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

18.0 Risk & Opportunity Management Implications

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

19.0 People Impact Assessment (PIA):

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

20.0 Other Corporate Implications

Community Safety

20.1 None

Sustainability

20.2 None

Staffing & Trade Union

20.3 None

Budget Savings Monitoring - 2014/15 and 2015/16

Savings Not Delivered in 2014/15

| Service | Officer | Details: aim of the project | 2014/15 £000 | Achieved £000 | In Progress £000 | At Risk £000 | Not Achieved | Comments | Status |
|------------------------|---------|---|-----------------|------------------|---------------------|-----------------|-----------------|--|--------|
| Neighbourhood Services | RC/LG | Amey contract review, ongoing project from 2013/14 with requirement to identify further savings | (70) | (70) | 0 | | 0 | As part of the 2015/16 budget process Amey are producing proposals for further contract savings. | ☺ |
| Neighbourhood Services | RC/LG | Environmental Team Review | (100) | | (50) | (50) | 0 | Staff consultation underway on restructuring. Full savings not expected to be delivered in | ☺ |
| Public Protection | GR | Shopmobility | (50) | | | (50) | 0 | Options to deliver the service with the voluntary sector are still being explored. No savings are expected in 15/16. | ☹ |
| Public Protection | GR | Market Service | (50) | | | (50) | 0 | No firm actions in place to deliver savings. Performance elsewhere in markets not sufficient to compensate. | ☹ |
| Cultural Services | MS | Museums Operational Review | (50) | (18) | 0 | (32) | 0 | Cultural Services review completed and recommendations to deliver savings are being implemented. | ☺ |
| Cultural Services | MS | Guildhall Operational review | (50) | 0 | (50) | | 0 | Cultural Services review completed and recommendations to deliver savings are being implemented. | ☺ |
| Regeneration | AH | Asset Management Service Review | (100) | (100) | | | 0 | Structure Implemented in February 2015, full savings now realised in 2015/16 | ☺ |
| Total | | | (470) | (188) | (100) | (182) | 0 | | |

Savings Target 2015/16

| Service | Officer | Details: aim of the project | 2015/16 £000 | Achieved £000 | In Progress £000 | At Risk £000 | Not Achieved | Comments | Status |
|------------------------|---------|---|-----------------|------------------|---------------------|-----------------|-----------------|---|--------|
| Neighbourhood Services | RC/LG | Cemeteries and Crematorium | (50) | (50) | | | 0 | Monitoring of income against budget will continue during 2015/16 | ☺ |
| Neighbourhood Services | RC/LG | Amey contract review, ongoing project from 2013/14 with requirement to identify further savings | (300) | (66) | (80) | (154) | 0 | Some savings identified and the process of identifying further savings is identified. | ☹ |
| Business Improvement | SN | Aspire - Phased reductions in management fee | (200) | (200) | | | 0 | Management fee has been reduced for 2015/16 | ☺ |
| Business Improvement | SN | Energy Savings | (100) | (100) | | | 0 | Capital works completed in 14/15 ongoing monitoring in 15/16 to ensure expected savings delivered | ☺ |
| Public Protection | GR | Voluntary sector SLA's | (50) | (50) | | | 0 | Through agreed change in level of SLA funding | ☺ |

| Service | Officer | Details: aim of the project | 2014/15 £000 | Achieved £000 | In Progress £000 | At Risk £000 | Not Achieved | Comments | Status |
|--|---------|--|-----------------|------------------|---------------------|-----------------|-----------------|--|--------|
| Cultural Services | MS | Museums Operational Review | (100) | | 0 | (100) | 0 | Cultural Services review completed and recommendations to deliver savings are being implemented. | ☹️ |
| Cultural Services | MS | Guildhall Operational review | (100) | | (50) | (50) | 0 | Cultural Services review completed and recommendations to deliver savings are being implemented. | ☹️ |
| Development Services | AW | Planning Services Review | (100) | (21) | (28) | (51) | 0 | Restructuring in progress. Amounts delivered are through Building Control shared Service | ☹️ |
| Financial Services | JT | Financial Services Review | (70) | (70) | | | 0 | Savings delivered through deletion of vacant role, savings delivered through banking procurement with balance to be delivered through shared financial systems and processes | 😊 |
| Business Improvement | SN/JT | CIVICA, review further savings on contract | (100) | (100) | | | 0 | Savings delivered through agreed contract extension | 😊 |
| Legal Services | SM | Legal Services review | (50) | (50) | | | 0 | Saving delivered through agreement with One Legal | 😊 |
| Communications | SM | Shared Working Arrangements | (50) | (50) | | | 0 | Structure Implemented in February 2015, full savings now realised in 2015/16 | 😊 |
| Total | | | (1,270) | (757) | (158) | (355) | 0 | | |
| 2014/15 Savings Brought Forward | | | (470) | (188) | (100) | (182) | 0 | | |
| 2015/16 Savings | | | (1,270) | (757) | (158) | (355) | 0 | | |
| Total | | | (1,740) | (945) | (258) | (537) | 0 | | |

Capital Programme 2015/16

| Scheme | Current budget | Actual Spend to date |
|--|-----------------------|---------------------------------|
| City Centre Investment Fund | 1,496,840 | 119,952 |
| Enhanced Lighting Scheme | 2,160 | 2,078 |
| Kings Quarter | 1,170,000 | 223,124 |
| Townscape Heritage Initiative | 1,168,815 | 29,764 |
| SWRDA Asset Transfer Improvement Works | 7,645 | 780 |
| HCA Grant Money | 79,270 | 0 |
| ICT Projects | 256,375 | 57,045 |
| Main Buildings Improvement Fund | 400,000 | 67,725 |
| Repairs Eastgate Rooftop Carpark | 718,890 | 3,706 |
| Smaller Asset Management Works | 308,360 | 32,918 |
| Flood Works | 727,445 | 58,589 |
| Crematorium Heat Exchanger | 10,000 | 1,938 |
| Crematorium Programme of Works | 35,000 | 0 |
| Guildhall Sound Desks | 50,000 | 39,775 |
| Refurbish Play Areas | 64,505 | 20,786 |
| Other Grant Funded Projects incl S106 | 841,195 | 105,138 |
| Alney Island Works | 126,360 | 52,850 |
| City Centre CCTV | 600,235 | 22,079 |
| GL1 Works | 58,960 | 3,645 |
| All Mains Buildings Voltage Optimisation | 45,175 | 0 |
| Cherry & White Market Gazebo | 10,520 | 10,520 |
| LED Lighting | 11,360 | 0 |
| Housing Projects | 720,910 | 173,501 |
| TOTAL CAPITAL PROGRAMME | 8,910,020 | 1,025,911 |

| Financing Source | 2015 / 16 £000 |
|-------------------------|---------------------------|
| External Grants | 3,186,714 |
| Section 106 | 702,138 |
| Capital Receipts | 3,901,365 |
| Borrowing | 1,119,803 |
| Sub total | 8,910,020 |

This page is intentionally left blank

| Service Area | Income to end of Month 3 £000 | Budgeted Income 2015/16 £000 | Forecast Income £000 | Forecast Variance £000 |
|--|----------------------------------|---------------------------------|-------------------------|---------------------------|
| Development Services | (300) | (530) | (621) | (91) |
| Museums | (61) | (125) | (128) | (3) |
| Guildhall | (255) | (334) | (415) | (81) |
| Guildhall Bar and Cafe | (61) | (174) | (137) | 37 |
| Corporate Director - Martin Shields | (677) | (1,163) | (1,301) | (138) |
| Shopmobility | (7) | (25) | (20) | 5 |
| Private Sector Housing | (79) | (74) | (133) | (59) |
| Cem and Crem | (790) | (1,616) | (1,724) | (108) |
| The Arbor | (69) | (133) | (158) | (25) |
| Food Safety and Licensing | (197) | (327) | (327) | 0 |
| Markets | (195) | (472) | (387) | 85 |
| Waste Management | (657) | (1,210) | (1,329) | (119) |
| Tourist Information Centre | (203) | (424) | (369) | 55 |
| Corporate Director - Ross Cook | (2,197) | (4,281) | (4,447) | (166) |
| Parking | (874) | (2,082) | (2,168) | (86) |
| Asset Management | (821) | (1,669) | (1,729) | (60) |
| Regeneration and Economic Development | (1,695) | (3,751) | (3,897) | (146) |
| | | | | |
| Overall Council Position | (4,569) | (9,195) | (9,645) | (450) |

This page is intentionally left blank

CABINET FORWARD PLAN

FROM DECEMBER 2015 TO MARCH 2016

| SUBJECT (and summary of decision to be taken) | PLANNED DATES | DECISION MAKER & PORTFOLIO | NOTICE OF PRIVATE BUSINESS (if applicable) | RELATED DOCUMENTS (available on request, subject to restrictions on disclosure) | LEAD OFFICER (to whom Representations should be made) | |
|---|--|---------------------------------------|---|---|---|--|
| DECEMBER 2015 | | | | | | |
| NON | Draft Budget Proposals (including Money Plan and Capital Programme) <u>Summary of decision:</u> To update Cabinet on the draft budget proposals <i>Wards affected: All Wards</i> | 7/12/15 9/12/15 | Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources | | | Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk |

| | | | | | | |
|-----|--|-------------------------|---|--|--|---|
| NON | <p>Council Tax Discount</p> <p><u>Summary of decision:</u> To seek Cabinet approval for amendments to Council Tax discounts.</p> <p><i>Wards affected: All Wards</i></p> | 9/12/15 | Cabinet Cabinet Member for Performance and Resources | | | Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk |
| NON | <p>Council Tax Support Scheme</p> <p><u>Summary of decision:</u> To seek approval for the 2016/17 Council Tax Support Scheme.</p> <p><i>Wards affected: All Wards</i></p> | 9/12/15 | Cabinet Cabinet Member for Performance and Resources | | | Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk |
| NON | <p>Strategic Risk Register</p> <p><u>Summary of decision:</u> To update Members on the Council's Strategic Risk Register</p> <p><i>Wards affected: All Wards</i></p> | 23/11/15 9/12/15 | Audit and Governance Committee Cabinet Cabinet Member for Performance and Resources | | | Stephanie Payne, Audit, Risk Management and Value for Money Officer Tel: 01452 396432 stephanie.payne@gloucester.gov.uk |

| | | | | | | |
|-----|---|------------------------|--|---|--|--|
| NON | <p>Asset Management Strategy Update</p> <p><u>Summary of decision:</u> To seek approval for the Asset Management Strategy for 2015.</p> <p><i>Wards affected: All Wards</i></p> | 9/12/15 | Cabinet Cabinet Member for Regeneration and Economy | | | Mark Foyn, Acting Asset Manager mark.foyn@gloucester.gov.uk |
| KEY | <p>Kings Quarter</p> <p><u>Summary of decision:</u> To review progress made by the City Council's development partner in the delivery of the proposed scheme.</p> <p><i>Wards affected: Westgate</i></p> | 7/12/15 9/12/15 | <p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Regeneration and Economy</p> | The public are to be excluded from the Cabinet meeting during consideration of this report as it contains exempt information as defined in paragraph 3 of schedule 12A to the Local Government Act 1972 (as amended). | | Anthony Hodge, Head of Regeneration and Economic Development Tel: 01452 396034 anthony.hodge@gloucester.gov.uk |

| | | | | | | |
|-----|--|---------|--|--|--|---|
| NON | <p>Estcourt Park Allotments</p> <p><u>Summary of decision:</u> To seek alignment with University of Gloucestershire's Oxstalls Development proposals.</p> <p><i>Wards affected:</i> <i>Longlevens</i></p> | 9/12/15 | Cabinet Cabinet Member for Regeneration and Economy | | | Anthony Hodge, Head of Regeneration and Economic Development, Meyrick Brentnall, Environmental Planning Manager Tel: 01452 396034 anthony.hodge@gloucester.gov.uk, Tel: 01452 396829 meyrick.brentnall@gloucester.gov.uk |
| NON | <p>Green Travel Plan Progress Report 2015 and Update</p> <p><u>Summary of decision:</u> To provide Cabinet with an annual update on initiatives in the Green Travel Plan.</p> <p><i>Wards affected: All Wards</i></p> | 9/12/15 | Cabinet Cabinet Member for Environment | | | Stephen McDonnell, Environmental Co-ordinator Tel: 01452 396209 stephen.mcdonell@gloucester.gov.uk |

| | | | | | | |
|---------------------|---|---------|--|--|--|---|
| NON | <p>Annual report on the grant funding provided to Voluntary Community Sector</p> <p><u>Summary of decision:</u> To update Members on the impact of grant funding on the Voluntary and Community Sector (VCS) and value for money that has been achieved.</p> <p><i>Wards affected: All Wards</i></p> | 9/12/15 | Cabinet Cabinet Member for Communities and Neighbourhoods | | | Gareth Hooper, Senior Engagement and Partnerships Officer Tel: 01452 396266 gareth.hooper@gloucester.gov.uk |
| Page 59 NON | <p>Appraisal of the Social Prescribing Pilots</p> <p><u>Summary of decision:</u> To update Members on the outcomes of the social prescribing pilots.</p> <p><i>Wards affected: All Wards</i></p> | 9/12/15 | Cabinet Cabinet Member for Communities and Neighbourhoods | | | Gareth Hooper, Senior Engagement and Partnerships Officer Tel: 01452 396266 gareth.hooper@gloucester.gov.uk |
| JANUARY 2016 | | | | | | |

| | | | | | | |
|----------------------|--|----------|--|--|--|--|
| KEY | <p>Festivals and Events Programme</p> <p><u>Summary of decision:</u> To seek approval for the 2016-17 Festival and Events Programme.</p> <p><i>Wards affected: All Wards</i></p> | 13/01/16 | Cabinet Cabinet Member for Culture and Leisure | | | Sarah Gilbert, Guildhall Service Manager Tel: 01452 396386 sarah.gilbert@gloucester.gov.uk |
| NON | <p>Housing Delivery in Gloucester</p> <p><u>Summary of decision:</u> To update Members on current progress in relation to the delivery of housing in the City and the recently approved Gloucester Growth Housing Zone.</p> <p><i>Wards affected: All Wards</i></p> | 13/01/16 | Cabinet Cabinet Member for Housing and Planning | | | Anthony Wilson, Head of Planning Tel: 01452 396830 anthony.wilson@gloucester.gov.uk |
| FEBRUARY 2016 | | | | | | |

| | | | | | | |
|--------------------|---|--------------------------|--|--|--|--|
| BPF | <p>Council Tax Setting 2016/17</p> <p><u>Summary of decision:</u> To seek approval for the resolutions relating to the setting of Council Tax for 2016/17.</p> <p><i>Wards affected: All Wards</i></p> | 25/02/16 | Council Cabinet Member for Performance and Resources | | | Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk |
| BPF Page 61 | <p>Final Budget Proposals (including Money Plan and Capital Programme)</p> <p><u>Summary of decision:</u> To seek approval for the final Budget Proposals for 2016-17, including the Money Plan and Capital Programme.</p> <p><i>Wards affected: All Wards</i></p> | 10/02/16 25/02/16 | Cabinet Council Cabinet Member for Performance and Resources | | | Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk |

| | | | | | | |
|-----|--|----------|--|--|--|---|
| NON | <p>Appraisal of the Community Builders Pilots</p> <p><u>Summary of decision:</u> To provide Members with an appraisal of the Community Builders Pilot Scheme.</p> <p><i>Wards affected: All Wards</i></p> | 10/02/16 | Cabinet Cabinet Member for Communities and Neighbourhoods | | | Gareth Hooper, Senior Engagement and Partnerships Officer Tel: 01452 396266 gareth.hooper@gloucester.gov.uk |
|-----|--|----------|--|--|--|---|

MARCH 2016

| | | | | | | |
|----------------|--|---------------------|--|--|--|--|
| NON Page 62 | <p>Pay Policy Statement 2016-17</p> <p><u>Summary of decision:</u> To seek approval for the annual Pay policy Statement 2016-17 in accordance with Section 38 of the Localism Act 2011.</p> <p><i>Wards affected: All Wards</i></p> | 9/03/16 24/03/16 | Cabinet Council Cabinet Member for Performance and Resources | | | Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk |
|----------------|--|---------------------|--|--|--|--|

| | | | | | | |
|-----|--|--|--|--|--|---|
| NON | <p>Financial Monitoring Quarter 3 Report</p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the third quarter 2015/16.</p> <p><i>Wards affected: All Wards</i></p> | <p>7/03/16</p> <p>9/03/16</p> | <p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p> | | | <p>Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk</p> |
| BPF | <p>Treasury Management Strategy</p> <p><u>Summary of decision:</u> To seek approval for the Treasury Management Strategy.</p> <p><i>Wards affected: All Wards</i></p> | <p>9/03/16</p> <p>14/03/16</p> <p>24/03/16</p> | <p>Cabinet</p> <p>Audit and Governance Committee</p> <p>Council Cabinet Member for Performance and Resources</p> | | | <p>Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk</p> |

| | | | | | | |
|-----|---|---|--|--|--|---|
| BPF | <p>Gloucester Cultural Strategy</p> <p><u>Summary of decision:</u> To seek approval for the new Gloucester Cultural Strategy and associated action plan.</p> <p><i>Wards affected: All Wards</i></p> | <p>7/03/16</p> <p>9/03/16</p> <p>24/03/16</p> | <p>Overview and Scrutiny Committee</p> <p>Cabinet</p> <p>Council Cabinet Member for Culture and Leisure</p> | | | <p>Martin Shields, Corporate Director of Services and Neighbourhoods Tel: 01452 396745 martin.shields@gloucester.gov.uk</p> |
| NON | <p>Cultural Strategy Update</p> <p><u>Summary of decision:</u> To provide Cabinet with a 6 monthly update in relation to the Cultural Strategy Action Plan.</p> <p><i>Wards affected: All Wards</i></p> | <p>9/03/16</p> | <p>Cabinet Cabinet Member for Culture and Leisure</p> | | | <p>Lucy Chilton, Visitor Service Manager Tel: 01452 396570 lucy.chilton@gloucester.gov.uk</p> |
| NON | <p>Regulation of Investigatory Powers Act 2000 (RIPA) Six Monthly Report on use of RIPA Powers</p> <p><u>Summary of decision:</u> To update Cabinet on the use of RIPA powers.</p> <p><i>Wards affected: All Wards</i></p> | <p>9/03/16</p> | <p>Cabinet Cabinet Member for Performance and Resources</p> | | | <p>Ross Cook, Corporate Director Tel: 01452 396355 ross.cook@gloucester.gov.uk</p> |

ITEMS DEFERRED- Dates to be confirmed

| | | | | | | |
|------------|--|--|--|--|--|---|
| <p>KEY</p> | <p>Waste & Recycling Review Progress Report</p> <p><u>Summary of decision:</u> To update Cabinet on progress that has been made in reviewing the waste & recycling service and to present a preferred option for how the waste & recycling fleet will be replaced during 2016/2017.</p> <p><i>Wards affected: All Wards</i></p> | | <p>Cabinet</p> <p>Overview and Scrutiny Committee Cabinet Member for Environment</p> | | | <p>Lloyd Griffiths, Head of Neighbourhood Services lloyd.griffiths@gloucester.gov.uk</p> |
| <p>NON</p> | <p>Growing Gloucester's Visitor Economy</p> <p><u>Summary of decision:</u> To provide Cabinet with an update on the annual review of the Visitor Economy Strategy.</p> <p><i>Wards affected: All Wards</i></p> | | <p>Cabinet</p> <p>Overview and Scrutiny Committee Cabinet Member for Culture and Leisure</p> | | | <p>Lucy Chilton, Visitor Service Manager Tel: 01452 396570 lucy.chilton@gloucester.gov.uk</p> |

| | | | | | | |
|-----|---|--|---|--|--|--|
| NON | <p>Disposal of Green Farm Local Nature Reserve to Quedgeley Parish Council</p> <p><u>Summary of decision:</u> To seek approval for the transfer of Green Farm Orchard to Quedgeley Parish Council</p> <p><i>Wards affected:</i> <i>Quedgeley Severn Vale</i></p> | | Cabinet Cabinet Member for Environment | | | Meyrick Brentnall, Environmental Planning Manager Tel: 01452 396829 meyrick.brentnall@gloucester.gov.uk |
|-----|---|--|---|--|--|--|

Gloucester City Council
Overview and Scrutiny Work Programme 2015-16 (updated 30 October 2015)

| Item | Format | Lead Member (if applicable)/Lead Officer | Comments |
|---|-----------------|--|--|
| 30 NOVEMBER 2015 | | | |
| Marketing Gloucester Performance Monitoring | Report | Cabinet Member for Regeneration and Economy/Cabinet Member for Culture and Leisure | Requested by Committee |
| Update on Tourist Information Centre relocation | Report | Cabinet Member for Regeneration and Economy/Cabinet Member for Culture and Leisure | Requested by Committee |
| Growing Gloucester's Visitor Economy | Discussion item | Cabinet Member for Culture and Leisure | Requested by Committee |
| Amey budget savings - EXEMPT | Discussion item | Cabinet Member for Environment | Requested by Committee |
| 7 DECEMBER 2015 – BUDGET MEETING – AGENDA FULL – ALL MEMBERS TO BE INVITED | | | |
| NO OTHER ITEMS TO BE ADDED | | | |
| 11 JANUARY 2016 | | | |
| Strategy for Cladding buildings in City Centre | Report | Cabinet Member for Regeneration and Economy | Requested by Committee |
| PROVISIONAL - Housing Delivery in Gloucester | Report | Cabinet Member for Housing and Planning | Committee to decide if they wish to take this item |
| King's Quarter - EXEMPT | Report | Cabinet Member for Regeneration and Economy | Requested by Committee |
| World Cup Legacy for the City | Report | Cabinet Member for Regeneration and Economy | Requested by Committee |

| Item | Format | Lead Member (if applicable)/Lead Officer | Comments |
|--|--------|--|-------------------------------|
| 8 FEBRUARY 2016 | | | |
| | | | |
| 7 MARCH 2016 | | | |
| Quarter 3 Financial Monitoring | Report | Cabinet Member for Performance and Resources | Part of annual work programme |
| New Cultural Strategy | Report | Cabinet Member for Culture and Leisure | Requested by Committee |
| PROVISIONAL – Recommendations from the Housing Task and Finish Group | Report | Cabinet Member for Housing and Planning | Requested by Committee |

SLIPPED ITEMS

Waste and Recycling Review Progress report (originally scheduled for Overview and Scrutiny Committee on 9/11/15)