



Overview and Scrutiny Committee

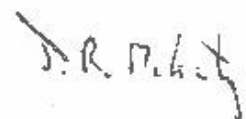
Meeting: Monday, 28th November 2016 at 6.30 pm in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP

Membership:	Cllrs. Coole (Chair), Ryall (Vice-Chair), Pearsall (Spokesperson), Hilton, Lewis, Morgan, Wilson, Haigh, Dee, Hampson, H. Norman, Finnegan, Hawthorne, Melvin and Smith
Contact:	Rhys Howell Democratic Services Officer 01452 396126 rhys.howell@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 - 11) To approve as a correct record the minutes of the meeting held on 31 October 2016.
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.	OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME AND CABINET FORWARD PLAN (Pages 13 - 30)

	To receive the latest version of the Committee's work programme and to receive the latest version of the Forward Plan.				
7.	FINANCIAL MONITORING QUARTER 2 REPORT (Pages 31 - 43) 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 30th September 2015.				
8.	MARKETING GLOUCESTER PERFORMANCE MONITORING To receive the report of the Chief Executive of Marketing Gloucester concerning Marketing Gloucester's performance THIS ITEM HAS BEEN MARKED TO FOLLOW AND WILL BE CIRCULATED AS SOON AS IT HAS BECOME AVAILABLE.				
9.	EXCLUSION OF PRESS AND PUBLIC To resolve:- "That the press and public be excluded from the meeting during the following item of business on the grounds that it is likely, in view of the nature of business to be transacted or the nature of the proceedings, that if members of the press and public are present during consideration of this item there will be disclosure to them of exempt information as defined in Schedule 12A of the Local Government Act 1972 as amended". <table border="1"> <thead> <tr> <th>Agenda Item No.</th> <th>Description of Exempt Information</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>Paragraph 3: Information relating to the financial or business affairs of any particular person (including the Authority holding that information).</td> </tr> </tbody> </table>	Agenda Item No.	Description of Exempt Information	10	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the Authority holding that information).
Agenda Item No.	Description of Exempt Information				
10	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the Authority holding that information).				
10.	ASPIRE ANNUAL PERFORMANCE MONITORING (Pages 45 - 65) To receive the report of the Chief Executive of Aspire Sports and Cultural Trust providing an update of performance against the plan for the year ending 2015/16 and to note the update to the Business Plan for the period 2016/17 to 2018/19.				
11.	DATE OF NEXT MEETING Monday 19 December 2016 at 6.30pm				



Jon McGinty
Managing Director

Date of Publication: Friday, 18 November 2016

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 Rhys Howell, 01452 396126, rhys.howell@gloucester.gov.uk.

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

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

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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, 31st October 2016

PRESENT : Cllrs. Coole (Chair), Ryall (Vice-Chair), Pearsall (Spokesperson), Morgan, Wilson, Haigh, Dee, Hampson, Finnegan, Hawthorne, Melvin and Smith

Others in Attendance

Cllr. David Norman, Cabinet Member for Performance and Resources

Emily Jones, Lead Officer on Safe and Attractive Streets Policy

David Pritchett, Neighbourhood Manager

Jonathan Lund, Corporate Director for Gloucester City Council

Tanya Davies, Democratic and Electoral Services Manager

Rhys Howell, Democratic and Electoral Services Officer

APOLOGIES : Cllrs. Hilton, Lewis, Cook and H. Norman

36. DECLARATIONS OF INTEREST

There were no declarations of interest.

37. MINUTES

The minutes of the meeting held on 5 September 2016 were approved as a correct record and signed by the Chair.

38. PUBLIC QUESTION TIME (15 MINUTES)

There were no questions from members of the public

39. PETITIONS AND DEPUTATIONS (15 MINUTES)

There were no petitions or deputations.

40. OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME AND COUNCIL FORWARD PLAN

Members examined the latest version of the Cabinet Forward Plan and the latest version of the Overview and Scrutiny Committee work programme.

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The Chair raised interest in looking at the proposed establishment of a Council managed Housing Development Company, what was due to be considered by Cabinet on 7 December 2016. As such, the Chair suggested removing the monitoring of Aspire's Annual Performance from the 28 November agenda and scrutinising the Housing Development Company in its place.

Councillor Wilson expressed the view that due to the importance of the Aspire contract it was important that performance was monitored by the Committee. Councillor Haigh suggested that the performance report be circulated to the Committee and then discussed at Committee if appropriate at a later date.

The Chair agreed to move the matter of monitoring Aspire's performance to a future agenda, following further discussion with the Lead Members of the committee.

RESOLVED –

- 1. That the Cabinet Forward Plan be noted**
- 2. That the Scrutiny Committee Work Programme be finalised by the Lead Members of the Committee.**

41. GLOUCESTER PLAYING PITCH STRATEGY - DELIVERY UPDATE

The Chair welcomed Councillor David Norman MBE, Cabinet Member for Performance and Resources, who was attending on behalf of the Cabinet Member for Environment and David Pritchett, Neighbourhood Manager to the meeting.

Members were presented with a report which set out the key issues relating to the Gloucester Playing Pitch Strategy (PPS). Councillor Norman outlined the background and details of the report and opened up the matter to Members for debate.

Members discussed the following matters:-

1. Councillor Haigh queried that the people impact assessment (PIA) in the report did not make clear how to make pitches accessible to disabled users. David Pritchett responded that through working with Active Gloucestershire, there was an aim to open school facilities up to the community and that those facilities would be of easier access for disabled users. Councillor Haigh welcomed the plan to work alongside schools, but questioned the quality of disabled access at school facilities. She also wished to raise the matter of access to single sex schools facilities.
2. Councillor Haigh questioned the demand and necessity for new pitches, based on usage of current pitches. David Pritchett stated they expected high competition from clubs for any new pitches, but that sites would not be adapted to pitches if there was uncertainty regarding their future use.
3. Councillor Haigh asked about existing pitches, some of which required improvement, and enquired whether they would be easier to upgrade and improve, as community consultation pointed towards improvements not only

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new pitches. David Pritchett said he would take this back to the delivery group, but that there had been consultation with all clubs and all were given the chance to comment on plans, however there was a small take up of this. He stated that both the FA and RFU had funding available for pitch improvements and this would be highlighted to clubs.

4. Councillor Ryall asked how poor quality pitches were defined. David Pritchett explained that an assessment was made by an independent expert looking at a number of factors. He reiterated that overplay meant that new facilities were needed and made Multi Use Games areas (MUGA) desirable. In response to a follow up question he confirmed that the quality of the pitches could be improved solely through a reduction in use..
5. Members discussed the benefits of artificial pitches and the need to explore that option and the potential funding available to improve provision in the City. Councillor Dee highlighted the importance of investing in environmental protection to ensure that artificial pitches were viable.
6. Councillor Hampson asked whether the MUGA at Linden Primary School could be added to the strategy as it had been built for community use but had never been used for this and was rarely used at all. David Pritchett stated he was already working with Active Gloucester to open up the use of this MUGA to a wider section of the community.
7. Councillor Hampson asked for details of the stakeholder workshop. David Pritchett said it was planned for 30 November 2016 and invitations would go out shortly. He stated that officers would work with Active Gloucestershire to show stakeholders that the event was an opportunity for them to network and be made aware of funding possibilities. David Pritchett asked Members to pass on any relevant contact details.
8. Councillor Wilson asked for clarification on the involvement of partner organisations with the strategy and the commitments they had made. David Pritchett stated that the RFU and FA have committed to sharing contacts and had shown an interest in key sites, but had not made a financial commitment. They had arranged local pitch improvement events, which had resulted in some success.
9. Councillor Ryall commented on the proposal to install outdoor fitness equipment at Plock Court as she wished to know if there was any evidence of the benefits of such equipment. David Pritchett stated that there was no direct evidence, but that Trim Trails elsewhere had been well received and that there was evidence of use, however there was currently no method of measuring the health impact of the equipment.
10. Councillor Melvin wished to clarify the criteria for listing in the PPS, as the bowling green by Greyfriars was not listed. David Pritchett clarified that as it was an unused site, it had not been included.

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11. Members expressed concerns that housing developments on and near sites in the PPS would reduce the availability of greens spaces and playing pitches. David Pritchett stated that the strategy was an important factor in development and that the Council would work with developers to ensure appropriate provision of pitches and other green space as required.
12. Councillor Morgan raised the issue of equipment for older children to use, in order to remain active and healthy and asked that Copeland Park be included in the strategy.
13. Councillor Dee raised the issue of dogs fouling on pitches and suggested fences may be needed to prevent it occurring. David Pritchett advised that it was a significant challenge and that education, signage and bins were key elements to tackling it.

David Pritchett undertook to report the issues raised to the Delivery Group.

The Chair thanked Councillor David Norman and David Pritchett for their presentation.

RESOLVED – That the report be noted.

42. PERFORMANCE MANAGEMENT AND REPORTING

The Chair welcomed Jonathan Lund, Corporate Director to the meeting.

Members were presented with an update on the Council's approach to Performance Management. He explained that a Performance Management system would be purchased that was capable of capturing relevant performance data from within services and presented the information so that it would be of more value to both Members and Officers. He also explained that a new Corporate Plan was being developed, which would inform the Together Gloucester project and that a Talent Matrix would be developed, to identify staff who wished to grow and develop and provide ease of relocating human resources to necessary areas of the Council as required.

Jonathan Lund then opened up the topic to Members for debate.

Members discussed the following matters:-

1. Councillor Haigh stated that the committee had been critical of the previous approach as it had offered lots of data but little analysis. She stated that a new system should enable the Council to be able to see what it is good at, what it is bad at, the health of the organisation and to benchmark it against similar Councils. It would also need to provide context to any information given, so it could be meaningfully interpreted. Jonathan Lund advised that the intention was to provide valuable information that was not resource intensive and he agreed that data needed context.
2. Councillor Wilson raised the matter of a system which could report on individual projects in cabinet portfolios. Jonathan Lund stated that such systems were

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available and allowed for the nesting of data, which could be drilled down through different levels of an organisation. If the system was web based, then it may be possible to give councillors anytime real-time access to the data.

3. Councillor Melvin stated that she had been impressed with the drive and commitment of the Together Gloucester team when they met with the Committee.

The Chair thanked Jonathan Lund for his presentation.

RESOLVED – That the report be noted.

Note: Councillor Melvin left the meeting to attend to other Council business.

43. PUBLIC SPACE PROTECTION ORDER: PRE-CONSULTATION DISCUSSION

The Chair welcomed Emily Jones, Lead Officer on the Safe and Attractive Streets Policy, to the meeting.

Emily Jones explained that a Public Space Protection Orders (PSPOs) could be placed on any piece of land and related to any behaviour which had been shown to be detrimental to the community. The sanctions for breaching a PSPO could be a fine or it could be taken to magistrate's court depending on the PSPO details. Currently there was a DPPO (Designated Public Place Order) in place in the city centre regarding street drinking as well as gating orders and dog control orders in parts of the City. She explained that the 2014 Police and Crime Act superseded those orders and from September 2017 they would be replaced with PSPOs. As such it will be necessary to evaluate them prior to that date and carry out consultation. Emily Jones made the Committee aware there had been suggestions that a PSPO could also tackle the issue of begging in the City centre.

Emily Jones then opened up the matter to the Committee for debate.

Member discussed the following matters:-

1. The Chair raised concerns that a PSPO could negatively impact young people's interactions with the police, if the PSPO related to unusual or undesirable activity that was not actually causing a nuisance. Emily Jones stated this was unlikely, as to implement an PSPO it was necessary to evidence a detrimental impact on the community and that a PSPO would focus on behaviour rather than a specific demographic.
2. Councillor Morgan raised the matter of motorbikes, mini-motos and mopeds being driven around parks in the area, particularly Randwick Park and asked how the consultation would be undertaken. Other Members agreed that use of motorised vehicles in parks was of concern. Emily Jones stated that a 12 week consultation was required, and that it was necessary to engage with those who would be affected by a potential. It would be necessary to prove it is more than reasonable to put a PSPO in place and there would also be a need to evaluate the feasibility of enforcement. She stated that it was unlikely that a PSPO relating to the use of motorised vehicles in parks would be able to be enforced

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and that PSPOs would be of most use in City centre, as the City Centre policing team could enforce the order. Councillor Finnegan added to the comments regarding motorised bike users that some residents were intimidated into not commenting on this due to fear of reprisals. Emily Jones stated there was a case open regarding this with “Project Solace”, a multi-agency team working to deal with Anti-Social Behaviour and asked Councillor Finnegan to email her with further details.

3. Councillor Haigh raised concerns that a PSPO would drive anti-social behaviour to other areas rather than eliminating the behaviour and highlighted the importance of working in partnership with the Police. Emily Jones advised that the Police had indicated that they would support a PSPO as it would give more weight to their work. She explained that multi-agency work had been undertaken to tackle street begging and that the PSPO be an additional tool.
4. Councillor Wilson raised concerns as to how would people be made aware that a PSPO was in place and Councillor Hawthorne raised concerns that whilst areas under a PSPO would be clearly defined in the terms of the order, it may not be apparent to a member of the public they had left or entered such an area. Emily Jones stated that the Home Office guidelines regarding publicity were very prescriptive about publicity and would ensure that the public had knowledge of the PSPO implementation and scope.
5. Councillor Wilson and Councillor Hampson raised concerns that PSPOs may criminalise desperate and vulnerable people. Councillor Hampson asked evidence of impact of PSPOs on the aforementioned people. Emily Jones explained that multi-agency work enabled the Council to identify vulnerable people and that street beggars in the City centre were known to the Council; she agreed that street begging should not be a life choice, but that some individuals repeatedly refused support. She stated that the impact of known individuals on the community needed to be weighed, alongside their individual needs and highlighted that any consultation regarding PSPOs would be clear about the nature of a PSPO and would also examine other options open to the Council.
6. Councillor Hawthorne raised concerns regarding evidence of the effectiveness of PSPOs to achieve their aims. Emily Jones clarified that much of the existing evidence was anecdotal as different areas had different factors influencing PSPOs success, but that it was possible to do more research on the matter.
7. Councillor Haigh raised concerns that the current DPPO in the City centre was ineffective and asked how a PSPO would be enforced. Emily Jones stated that consideration would need to be given to how to enforce any new PSPOs as the current DPPO was not enforced effectively, but that a variety of options were available. She stated there would be a need to link in enforcement with other agencies and that it was expected that additional resources would be required to enforce new PSPOs.
8. The Chair enquired as to the status of the public consultation on PSPOs. Emily Jones said that pre consultation was expected before Christmas, the public consultation of 12 weeks to take place in the New Year and as such April was seen to be the earliest possible implementation date of any new PSPO.

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The Chair thanked Emily Jones for her presentation.

RESOLVED – That the update be noted.

44. TASK AND FINISH GROUP TOPICS

The Chair raised the topic of future Task and Finish Groups (TFGs) to be overseen by the committee, following a public consultation. He expressed that public responses had not been high and that a number of issues were related to highways, over which the Council held no jurisdiction. The Chair expressed a preference for looking at Hate Crime and Homelessness as potential focuses for TFGs.

Councillor Haigh expressed an interest in convening a TFG to look at Homelessness. Due to the interest from the committee, Councillor Haigh suggested that two Members from each political group be invited to sit on the TFG.

Councillor Hawthorne raised the issue of the lack of responses to the consultation and how widely it had been publicised. The Chair informed the Committee that it had been published in the local press and agreed with Councillor Hawthorne's concerns.

Councillor Haigh stated that she saw merit in approaching the County Council about highways issue to explore the possibility of some joint scrutiny. Councillor Hampson agreed with this, as scrutiny of highways matters was well overdue. The Chair advised that he and the Lead Members of the Committee would discuss the potential of joint scrutiny and look into the possibility of arranging this.

RESOLVED –

- 1. That alongside the preliminary scoping of the Task and Finish Group to investigate the sale of high strength alcohol a six Member Task and Finish Group be convened to look into homelessness and the lack of overnight shelters in the City.**
- 2. That Councillors Smith, Hampson and Finnegan sit on the TFG and the Leaders of the Conservative and Liberal Democrat Groups be asked to nominate one and two Members respectively.**

45. DATE OF NEXT MEETING

Monday 28 November 2016 at 18.30 hours.

Time of commencement: 6.30 pm hours

Time of conclusion: 8.15 pm hours

Chair

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**Gloucester City Council
Overview and Scrutiny Committee Work Programme
Updated 17 November 2016**

Item	Format	Lead Member (if applicable)/Lead Officer	Comments
19 DECEMBER 2016 BUDGET MEETING – NO OTHER ITEMS			
9 JANUARY 2017			
Review of Safe and Attractive Streets Policy after 6 months' implementation	Written report	Cabinet Member for Communities and Neighbourhoods	Requested by Councillor Hilton and agreed by Chair and Spokesperson
Green Travel Plan Progress Report	Written report	Cabinet Member for Environment	Requested by Councillor Haigh and agreed by Chair, VC and Spokesperson
30 JANUARY 2017			
Monitoring of Task and Finish Group recommendations on Improvements to Private Sector Rented Housing	Written report	Cabinet Member for Housing and Planning	
27 FEBRUARY 2017			
Quarter 3 Financial Monitoring	Written report	Cabinet Member for Performance and Resources	Part of Committee's Rolling programme of work
Monitoring of Task and Finish Group recommendations on Employment and Skills	Written report	Cabinet Member for Regeneration and Economy	
12 JUNE 2017			
Annual report of the Chair of Overview and Scrutiny	Written report	N/A	Part of Committee's Rolling programme of work
Quarter 4 Financial Monitoring	Written report	Cabinet Member for	Part of Committee's Rolling programme

Item	Format	Lead Member (if applicable)/Lead Officer	Comments
		Performance and Resources	of work
10 July 2017			
Amey annual performance monitoring	Report and Presentation	Cabinet Member for Environment	Part of Committee's Rolling programme of work
Civica annual performance reports for Revenues and Benefits and IT	Report and Presentation	Cabinet Member for Performance and Resources	Part of Committee's Rolling programme of work
4 September 2017			
Quarter 1 Financial Monitoring	Written Report	Cabinet Member for Performance and Resources	Part of Committee's Rolling programme of work
2 October 2017			
GCC Annual Performance Monitoring	Written Report	Cabinet Member for Performance and Resources	Part of Committee's Rolling programme of work
Aspire annual performance monitoring	Written Report	Cabinet Member for Culture and Leisure	Part of Committee's Rolling programme of work
30 October 2017			
27 November 2017			
Marketing Gloucester Performance Monitoring	Written Report	Cabinet Member for Culture and Leisure	Part of Committee's Rolling programme of work
Aspire Annual Performance Monitoring	Written report	Cabinet Member for Culture and Leisure	Part of Committee's Rolling programme of work
Quarter 2 Financial Monitoring	Written report	Cabinet Member for Performance and Resources	Part of Committee's Rolling programme of work

Items awaited

King's Quarter Development (slipped from October 2016)

Housing Development Company (slipped from November 2016)

NOTE: The work programme is agreed by the Chair, Vice-Chair and Spokesperson of the Overview and Scrutiny Committee

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Gloucester City Council

FORWARD PLAN FROM DECEMBER 2016 TO NOVEMBER 2017

This Forward Plan contains details of all the matters which the Leader believes will be the subject of a Key Decision by the Cabinet or an individual Cabinet Member in the period covered by the Plan (the subsequent 12 months). A Key Decision is one that is:

- a decision in relation to a Cabinet function which results in the Local Authority incurring expenditure or making of a saving which is significant having regard to the budget for the service or function to which the decision relates; or
- a decision that is likely to have a significant impact on two or more wards within the Local Authority; or
- a decision in relation to expenditure in excess of £100,000 or significant savings; or
- a decision in relation to any contract valued in excess of £500,000

A decision maker may only make a key decision in accordance with the requirements of the Cabinet Procedure Rules set out in Part 4 of the Constitution.

Cabinet Members

Portfolio	Name	Contact Details
Leader and Regeneration & Economy (LRE)	Councillor Paul James	6 Mainard Square, Longlevens, Gloucester GL2 0EU Tel: 396151 paul.james@gloucester.gov.uk
Deputy Leader and Communities & Neighbourhoods (C&N)	Councillor Jennie Watkins	14 Topcliffe Street, Kingsway, Gloucester, GL2 2ES Tel: 07912450049 jennie.dallimore@gloucester.gov.uk
Culture & Leisure (C&L)	Councillor Lise Noakes	14 Middle Croft, Abbeymead, Gloucester GL4 4RL Tel: 01452 610702 lise.noakes@gloucester.gov.uk
Performance & Resources (P&R)	Councillor David Norman MBE	50 Coltishall Close, Quedgeley, Gloucester GL2 4RQ Tel: 07970593780 david.norman@gloucester.gov.uk
Housing & Planning (H&P)	Councillor Colin Organ	337 Stroud Road, Gloucester GL4 0BA Tel: 07767350003 colin.organ@gloucester.gov.uk
Environment (E)	Councillor Richard Cook	101 Woodvale, Kingsway, Gloucester GL2 2BU Tel: 07889534944 richard.cook@gloucester.gov.uk

The Forward Plan also includes Budget and Policy Framework items; these proposals are subject to a period of consultation and the Overview and Scrutiny Committee has the opportunity to respond in relation to the consultation process.

A Budgetary and Policy Framework item is an item to be approved by the full City Council and, following consultation, will form the budgetary and policy framework within which the Cabinet will make decisions.

For each decision included on the Plan the following information is provided:

- (a) the matter in respect of which a decision is to be made;
 - (b) where the decision maker is an individual, his/her name and title if any and, where the decision maker is a body, its name and details of membership;
 - (c) the date on which, or the period within which, the decision is to be made;
 - (d) if applicable, notice of any intention to make a decision in private and the reasons for doing so;
 - (e) a list of the documents submitted to the decision maker for consideration in relation to the matter in respect of which the decision is to be made;
 - (f) the procedure for requesting details of those documents (if any) as they become available
- (the documents referred to in (e) and (f) above and listed in the Forward Plan are available on request from the Council’s main offices at Herbert Warehouse, The Docks, Gloucester GL1 2EQ. Contact the relevant Lead Officer for more information).

The Forward Plan is updated and published on Council’s website at least once a month.

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KEY	= Key Decision	CM KEY	= Individual Cabinet Member Key Decisions
NON	= Non-Key Decision	CM NON	= Individual Cabinet Member Non-Key Decision
BPF	= Budget and Policy Framework		

CONTACT:

For further detailed information regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer for the item concerned. To make your views known on any of the items please also contact the Officer shown or the portfolio holder.

Copies of agendas and reports for meetings are available on the web site in advance of meetings.

For further details on the time of meetings and general information about the Plan please contact:

Atika Tarajiya, Democratic and Electoral Services Officer at 01452 396127 or send an email to atika.tarajiya@gloucester.gov.uk.

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 2016						
KEY	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>	5/12/16	Overview and Scrutiny Committee			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk
		7/12/16	Cabinet Cabinet Member for Performance and Resources			
BPF	Local Council Tax Support <u>Summary of decision:</u> To approve a revised Local Council Tax Support Scheme. <i>Wards affected: All Wards</i>	7/12/16	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk
		26/01/17	Council			

BPF	<p>Draft City Plan</p> <p><u>Summary of decision:</u> To seek approval for the draft City Plan for the purpose of public consultation.</p> <p><i>Wards affected: All Wards</i></p>	1/12/16	Council			Adam Gooch, Principal Planning Policy Officer
NON	<p>Treasury Management Six Monthly Update 2016/17</p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	7/12/16 23/01/17	Cabinet Audit and Governance Committee Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	<p>Financial Monitoring Quarter 2 Report</p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the third quarter 201/1.</p> <p><i>Wards affected: All Wards</i></p>	7/12/16	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk

KEY	<p>Housing Development Company</p> <p><u>Summary of decision:</u> To seek approval to establish a housing development company.</p> <p><i>Wards affected: All Wards</i></p>	11/01/17	Cabinet Cabinet Member for Regeneration and Economy			Jon McGinty, Managing Director jon.mcginity@gloucester.gov.uk
NON	<p>Risk Based Verification Policy Review</p> <p><u>Summary of decision:</u> To seek approval to continue with risk based verification policy.</p> <p><i>Wards affected: All Wards</i></p>	7/12/16	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	<p>Public Realm Strategy</p> <p><u>Summary of decision:</u> To seek approval for the Public Realm Strategy.</p> <p><i>Wards affected: All Wards</i></p>	11/01/17	Cabinet Cabinet Member for Housing and Planning			Anthony Wilson, Head of Planning Tel: 01452 396830 anthony.wilson@gloucester.gov.uk

JANUARY 2017

NON	<p>Green Travel Plan Progress Report 2016 and Update</p> <p><u>Summary of decision:</u> Annual update on initiatives in the Green Travel Plan</p> <p><i>Wards affected: All Wards</i></p>	11/01/17	Cabinet Cabinet Member for Environment			Lloyd Griffiths, Head of Neighbourhood Services lloyd.griffiths@gloucester.gov.uk
NON	<p>Festivals and Events Programme</p> <p><u>Summary of decision:</u> To seek approval for the 2017-18 Festival and Events Programme.</p> <p><i>Wards affected: All Wards</i></p>	11/01/17	Cabinet Cabinet Member for Culture and Leisure			Jonathan Lund, Corporate Director jonathan.lund@gloucester.gov.uk
FEBRUARY 2017						
BPF	<p>Council Tax Setting 2017/18</p> <p><u>Summary of decision:</u> To seek approval for the resolutions relating to the setting of Council Tax for 2017/18.</p> <p><i>Wards affected: All Wards</i></p>	23/02/17	Council Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk

BPF	<p>Final Budget Proposals (including Money Plan and Capital Programme)</p> <p><i>Summary of decision:</i> To seek approval for the final Budget Proposals for 2017-18, including the Money Plan and Capital Programme.</p> <p><i>Wards affected: All Wards</i></p>	8/02/17 23/02/17	Cabinet Council Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON Page 23	<p>Growing Gloucester's Visitor Economy Action Plan Annual Update 2016</p> <p><i>Summary of decision:</i> To update Members on the progress that has been made in achieving the Growing Gloucester's Visitor Economy Action Plan during 2016.</p> <p><i>Wards affected: All Wards</i></p>	8/02/17	Cabinet Cabinet Member for Culture and Leisure			Lucy Chilton, Visitor Service Manager Tel: 01452 396570 lucy.chilton@gloucester.gov.uk
MARCH 2017						

NON	<p>Pay Policy Statement 2017-18</p> <p><u>Summary of decision:</u> To seek approval for the annual Pay policy Statement 2017-18 in accordance with Section 38 of the Localism Act 2011.</p> <p><i>Wards affected: All Wards</i></p>	23/03/17	Council			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON Page 24	<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 2016/17.</p> <p><i>Wards affected: All Wards</i></p>	6/03/17 8/03/17	Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk
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>	13/03/17 23/03/17	Audit and Governance Committee Council			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk

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>	8/03/17	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk
APRIL 2017- No meetings						
May 2017- No meetings						
JUNE 2017						
NON	<p>2016-17 Financial Outturn Report</p> <p><u>Summary of decision:</u> To update Cabinet on the Financial Outturn 2015-16.</p> <p><i>Wards affected: All Wards</i></p>	21/06/17	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk

NON	<p>Treasury Management Six Monthly Update 2016/17</p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	19/06/17	Audit and Governance Committee			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk
JULY 2017						
NON Page 26	<p>City Centre Investment Fund Allocations and Update</p> <p><u>Summary of decision:</u> To update Members on the progress towards the delivery of the City Centre Investment Fund.</p> <p><i>Wards affected: Westgate</i></p>	19/07/17	Cabinet Cabinet Member for Regeneration and Economy			Anthony Hodge, Head of Regeneration and Economic Development Tel: 01452 396034 anthony.hodge@gloucester.gov.uk
AUGUST 2017- No meetings						
SEPTEMBER 2017						

NON	<p>Financial Monitoring Quarter 1 Report</p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the first quarter 2017/18.</p> <p><i>Wards affected: All Wards</i></p>	13/09/17	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON Page 27	<p>Regulation of Investigatory Powers Act 2000 (RIPA) Six Monthly Report on Use of RIPA Powers</p> <p><u>Summary of decision:</u> To receive an update on the six monthly report on the use of RIPA Powers.</p> <p><i>Wards affected: All Wards</i></p>	13/09/17	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk

OCTOBER 2017

NON	<p>Armed Forces Community Covenant Update</p> <p><u>Summary of decision:</u> To update Cabinet on the work done by Gloucester City Council to support current and ex-service personnel as part of the Gloucestershire Armed Forces Community Covenant</p> <p><i>Wards affected: All Wards</i></p>	11/10/17	Cabinet Cabinet Member for Communities and Neighbourhoods			Edward Pomfret, Health, Partnerships & Engagement Service Manager edward.pomfret@gloucester.gov.uk
<p>Page 26 November 2017</p>						
NON	<p>Regulation of Investigatory Powers Act 2000 (RIPA) - Review of Procedural Guide</p> <p><u>Summary of decision:</u> To request that Members review and update the Council's procedural guidance on RIPA.</p> <p><i>Wards affected: All Wards</i></p>	8/11/17	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk

NON	<p>Financial Monitoring Quarter 2 Report</p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the second quarter 2017/18.</p> <p><i>Wards affected: All Wards</i></p>	8/11/17	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk
ITEMS DEFERRED- Dates to be confirmed						
<p>KEY</p> <p>Page 29</p>	<p>St Oswalds Land Disposal</p> <p><u>Summary of decision:</u> To consider potential options for land disposal and acquisition at St Oswalds.</p> <p><i>Wards affected: Westgate</i></p>		Cabinet Cabinet Member for Regeneration and Economy	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>City Council Energy Costs and Reduction Projects Annual Report</p> <p><u>Summary of decision:</u> To update Cabinet on the City Council Energy Costs and Reduction Projects.</p> <p><i>Wards affected: All Wards</i></p>		Cabinet Cabinet Member for Regeneration and Economy			Lloyd Griffiths, Head of Neighbourhood Services lloyd.griffiths@gloucester.gov.uk
KEY	<p>Kings Quarter Development Scheme</p> <p><u>Summary of decision:</u> To seek approval for the Kings Quarter Development Scheme</p> <p><i>Wards affected: Westgate</i></p>		Cabinet	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).		

Gloucester City Council

Meeting:	Overview and Scrutiny Cabinet	Date: 28 November 2016 7 December 2016
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 year-end forecasts, and progress made against agreed savings targets for the 2nd quarter ended 30th September 2016.

2.0 Recommendations

2.1 Overview & Scrutiny Committee is asked to, 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 £366k with a further £363k in progress.
- (2) The forecast year end position is currently for a reduction to the Council's General Fund balance of £132k, an improvement of £125k since Quarter 1.
- (3) The deficit position includes a proposed transfer to the Business Rates Reserve of £100k
- (4) The actual and expected levels of income for the Council shown at Appendix 3.
- (5) The details of specific budgetary issues identified by officers and the actions being taken to address those issues
- (6) 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 best estimate at the current time of the year-end position on the Council's General Fund.
- 3.2 A summary table below shows the projected position for each portfolio with each portfolio having a further detailed table analysing the variances in more detail. Quarter 1 figures are also shown for easier comparison with previous reports.

4.0 Whole Council Summary

- 4.1 The forecast position at this early of the year is a reduction of the Council's General Fund by £132k as shown in the table below.

Council Summary	16/17 Budget	Current Forecast	Variance	Change since Q1
Regeneration and Economy	(928)	(920)	8	(92)
Communities and Neighbourhoods	1,148	1,110	(38)	13
Performance and Resources	5,068	5,051	(17)	43
Culture	1,493	1,721	228	54
Planning and Housing	1,706	1,669	(37)	(110)
Environment	4,212	4,203	(9)	(223)
Corporate and Funding	(12,699)	(12,802)	(103)	210
Transfer to Business Rates Reserve	0	100	100	(20)
Total	0	132	132	(125)

- 4.2 This estimate includes the current level of progress against the saving targets included within the Council budget as well as any new cost pressures or savings identified within year.
- 4.3 The increased cost with the Corporate and Funding line is a result of early retirement pension costs being incurred for employees who were made redundant during previous restructuring projects. These costs are by their nature one offs and will not cause a recurring pressure.
- 4.4 A portion of the overall surplus within Corporate and Funding is the result of a decrease in the level of business rates to be paid to Central Government this year. Although this is an in year saving it does reduce the level of business rates income available to the General Fund in future years and should therefore be placed in a reserve to be used to reduce that impact in subsequent years.

5.0 Regeneration and Economy

Regen	16/17 Budget	Current Forecast	Variance	Change
Economic Development	402	333	(69)	(45)
Asset Management	1,001	1,025	24	(26)
Commercial Property	(1,640)	(1,614)	26	58
Parking	(826)	(864)	(38)	(35)
Senior Management	375	341	(34)	5
Markets and Street Trading	(240)	(141)	99	(49)
Total	(928)	(920)	8	(92)

- 5.1 This portfolio is currently forecasting to be nearly on budget for the financial year.
- 5.2 The performance of the markets service has significantly improved since the position was reported at Quarter 1. Lettings and service charge income was up in Quarter 2 as the number of vacant units reduced. This also has the impact of reducing the Council's business rates bill for the building at Eastgate market. It is hoped that the higher level of occupation will continue for the remainder of the year.
- 5.3 The Economic Development service is now expected to deliver a larger saving than had previously been reported. The service still has a number of vacant posts which remain unfilled and this will limit the cost of the service in year.

6.0 Communities and Neighbourhoods

Communities and Neighbourhoods	16/17 Budget	Current Forecast	Variance	Change
Voluntary Sector Grants	315	306	(9)	5
Community Strategy and Other Projects	320	295	(25)	2
Licensing	(89)	(69)	20	3
Environmental Health	408	357	(51)	(4)
Health and Safety	187	161	(26)	6
Shopmobility	7	60	53	1
Total	1,148	1,110	(38)	13

- 6.1 There has been little change in this portfolio during the quarter and an overall saving is still expected. The savings being generated by staff are expected to remain in place for the remainder of the year. The proposed transfer of the Shopmobility Service has not taken place but this has no impact on the financial forecast for the current year.

7.0 Performance and Resources

Performance and Resources	16/17 Budget	Current Forecast	Variance	Change since Q1
Internal Audit	177	182	5	0
Housing Subsidy	(479)	(399)	80	19
Revenues and Benefits Admin	663	690	27	(20)
Financial Services	1,031	943	(88)	62
IT	1,418	1,409	(9)	(46)
Human Resources	314	316	2	2
Communications	125	116	(9)	0
Legal Services	370	365	(5)	5
Contact Centre and Customer Services	691	695	4	(9)
Democratic Services	758	734	(24)	30
Total	5,068	5,051	(17)	43

7.1 The expected cost of this portfolio has increased by £43k, however an overall saving is still predicted

7.2 The increased cost within financial services is a result of a more detailed estimate of the costs of implementing the new financial system. The service is holding a number of vacancies in allow implementation with no negative budgetary impact and will continue to contribute a saving at the end of financial year.

7.3 Expenditure within the IT budget is now expected to be within allocation for the year. This is predominantly a result of the Council being able to take advantage of a service credit at the end of its current photocopying contract. IT expenditure remains an area of risk for the Council and will be closely monitored, with opportunities to make savings identified where appropriate.

7.4 The increased cost in democratic services is the result of a vacancy being filled which previous monitoring had assumed would remain vacant. The service is still within budget for the year as a whole and this is expected to continue.

8.0 Culture

Culture	16/17 Budget	Current Forecast	Variance	Change since Q1
Museums	202	338	136	24
Guildhall	236	309	73	33
TIC	163	184	21	2
Aspire Client	428	428	0	0
Marketing Gloucester	464	462	(2)	(5)
Total	1,493	1,721	228	54

- 8.1 A number of budget pressures remain within this portfolio and an overspend of £228k is expected.
- 8.2 The Museums have had a busy summer holiday period with visitor numbers for the robots exhibition being high. However, the service is still expected to have a significant budget variance for the year and not make any further progress against the current savings target of £132k.
- 8.3 Although the Guildhall has made in-year progress against savings targets there has been a reduction in the forecast level of income during the quarter. This is predominantly a result of the rates of room lettings not reaching their increased income targets. Opportunities to raise further income to mitigate the letting reduction are being explored.

9.0 Planning and Housing

Planning and Housing	16/17 Budget	Current Forecast	Variance	Change since Q1
Housing Strategy	147	151	4	0
Private Sector Housing	339	315	(24)	(26)
Planning	474	435	(39)	(118)
Homelessness	746	768	22	34
Total	1,706	1,669	(37)	(110)

- 9.1 This portfolio has had a significant reduction in costs in the quarter and is now expected to deliver a saving for the year.
- 9.2 The primary driver for this change is a reduction in the level of costs associated with the City Plan in the current year. Work on the City Plan will accelerate once the JCS has been adopted. The recent delays in the latter scheme mean that the majority of the work for the City Plan will now take place in future financial years.

10.0 Environment

Environment	16/17 Budget	Current Forecast	Variance	Change since Q1
Waste and Streetcare	4,793	5,138	345	(68)
Neighbourhood Management	47	54	7	5
Countryside and Allotments	117	108	(9)	2
Cemetery and Crematorium	(949)	(1,273)	(324)	(163)
Flooding and emergency planning	133	105	(28)	1
Head of Service	71	71	0	0
Total	4,212	4,203	(9)	(223)

- 10.1 The savings target against the Amey contract remains the primary pressure in this portfolio. Work has begun to identify further savings options and some may be realised in this financial year. The new recycling service will also contribute additional income and this had led to the improvement in the waste and streetcare year-end forecasts. Where further savings can be implemented this will also improve the year end position.
- 10.2 Income received for the Cemetery and Crematorium continues to be better than expected and has improved significantly during the quarter. The primary reasons for this are the revised charging structure, which was implemented during 2016/17, and an increase in the number of cremations taking place. It is expected that this surplus will continue to the end of the financial year.

11.0 Progress against savings targets

- 11.1 Full details of the Council's progress against its savings targets are shown at Appendix 1.
- 11.2 The most significant savings pressures for 2016/17 are the carried forward and new totals for the Amey contract representing £432k of the total of £1.173 million. If the Council can achieve further in year savings against (see para 10.1) it will have a very positive impact on the forecast year-end outturn.

12.0 Capital Programme

- 12.1 The Capital Programme budget for the year has increased to £15.487m, this includes provision for the Green Recycling fleet replacement. Forecast outturn at quarter 2 is £9m. The Expenditure for quarter 2, including amounts committed totals £4.111m. The areas of major capital expenditure in quarter 2 include £1.98m in purchasing the new recycling fleet, following Cabinet approval in June 16, continued work on upgrading Eastgate car park roof (£0.681m) ensuring the asset remains operational in accordance with the Councils contractual duty. The work at Eastgate car park is scheduled to be completed in the current financial year.
- 12.2 The nature of capital projects means that many of them span a number of financial years, budgets are set per project any unspent budgets at the end of any one financial year may be carried forward into the next
- 12.3 A summarised table for the Capital Programme is shown as Appendix 2.

13.0 Prompt payment performance

- 13.1 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	811	96%	514	93%	599	94%	1,924	95%
Number paid over 30 days	32	4%	37	7%	35	6%	104	5%
Average Days to Pay (from receipt of invoice to payment date)	7		10		10		9	

14.0 Asset Based Community Development (ABCD) Considerations

14.1 There are no ABCD implications as a result of this report.

15.0 Alternative Options Considered

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

16.0 Reasons for Recommendations

16.1 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.

17.0 Future Work and Conclusions

17.1 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.

18.0 Financial Implications

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

19.0 Legal Implications

19.1 There are no legal implications from this report

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

20.0 Risk & Opportunity Management Implications

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

21.0 People Impact Assessment (PIA):

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

22.0 Other Corporate Implications

Community Safety

22.1 None

Sustainability

22.2 None







Staffing & Trade Union

22.3 None







Savings Monitoring 2016/17

Appendix 1

Prior Year Savings

Service	Details: aim of the project	Target £000	Achieved £000	In Progress £000	At Risk £000	Comments	Status
Public Protection	Shopmobility	(50)	0	0	(50)	Transfer of service underway but minimal saving expected	
Public Protection	Market Service	(50)	0	0	(50)	No further progress made on delivery of savings	
Neighbourhood Services	Amey contract review, ongoing project from 2013/14 with requirement to identify further savings	(232)	0	(200)	(32)	Waste and recycling review complete but no saving is expected in 2016/17	
Development Services	Planning Services Review	(40)	0	(40)	0	Vacancies in the planning service should offset the current savings gap	
Cultural Services	Guildhall Operational review	(62)	0	(62)	0	Increased income is being targeted to close the gap in budgets	
Cultural Services	Museums Operational Review	(132)	(10)	(10)	(112)	No further progress in savings is being made	
Total		(566)	(10)	(312)	(244)		

Savings Target 2016/17

Service	Details: aim of the project	Target £000	Achieved £000	In Progress £000	At Risk £000	Comments	Status
Cemeteries and Crematorium	Building additional income achieved into the base budget and review of crematorium charging structure	(100)	(100)	0	0	Income is currently expected to be above target and the additional surplus will help reduce other Council pressures in year	
Neighbourhood Services	Roundabout advertising and advertising on signs	(18)	0	(18)	0	Income is currently expected to be on target but will be monitored throughout the year	
Public Protection	Stray Dog service being managed through Worcestershire Regulatory Services	(12)	(12)	0	0	New service model is delivering the expected savings	
Neighbourhood Services	Amey contract review, on-going project from 2013/14 with requirement to identify further savings	(200)	0	0	(200)	Waste and recycling review complete but no saving is expected in 2016/17	
Environmental Protection	Charging for inspection of abandoned vehicles	(3)	(3)	0	0	Likely to deliver more than budgeted	
Environmental Protection	Shared working on contaminated land	(5)	(5)	0	0	Vacancies mean the team will deliver the saving in year.	

Service	Details: aim of the project	Target £000	Achieved £000	In Progress £000	At Risk £000	Comments	Status
Asset Management	Restructure of service	(5)	(5)	0	0	Saving has been achieved	😊
Human Resources	Shared Service for Human Resources service with Gloucestershire County Council	(54)	(54)	0	0	Service is in place and saving has been delivered	😊
Contact Centre /Planning	Introduction of charges for street naming and numbering	(30)	0	(30)	0	Some income is being received but it is not yet clear if the target can be reached	😐
Financial Services	Adjustment of Minimum Revenue Provision	(100)	(100)	0	0	Achieved in 2016/17	😊
Various	Efficiencies against current budgets	(75)	(75)	0	0	All minor budget changes have been achieved	😊
Customer Services	Council Advertising Network	(5)	(2)	(3)	0	Some income is expected but it may not meet the £5k target	😐
Total		(607)	(356)	(51)	(200)		
Savings Brought Forward		(566)	(10)	(312)	(244)		
Total		(1,173)	(366)	(363)	(444)		

Capital Programme 2016/17**Appendix 2**

Scheme	Revised budget		Forecast
	2016/17	Spend to date	
Kings Quarter development	7,144,630	726,854	3,000,000
City Centre Investment Fund	1,243,530	68,079	540,460
HCA Regeneration Grant money	79,270	0	0
GCC Building Improvements	307,665	75,137	276,490
Voltage Optimisation - Main Buildings	45,175	0	0
ICT Projects	400,000	127	400,000
Eastgate Rooftop Carpark Improvements	713,905	680,722	713,905
Housing projects	816,330	203,254	263,000
Drainage and Flood Protection Works	592,290	27,304	178,000
Townscape Heritage Initiative - HLF	1,081,600	119,424	677,104
Ranger Centre Barns/Storage	67,360	2,352	2,352
Horsbere Brook Local Nature Reserve works	92,345	3,080	3,080
Play Area Improvement Programme	87,725	24,099	87,725
Crematorium Cremator Improvements	45,220	152	45,220
Grant Funded Projects	51,110	0	0
Elmbridge Open Space Improvements	16,000	2,915	16,000
Robinswood All Paths Project	111,750	32,437	41,750
Flex Replacement	20,915	39,720	45,000
GL1 Emergency Works	49,205	0	49,205
SWRDA Asset Transfer works	7,645	0	7,645
City Centre CCTV System	73,550	42,341	85,000
Retaining Wall 10 Alney Terrace	47,000	0	0
Crematorium Vehicles	35,562	35,484	35,484
Green Waste (recycling) Vehicles	2,356,900	1,979,491	2,579,490
Guildhall Sound Desks	0	496	496
TOTAL CAPITAL PROGRAMME	15,486,682	4,063,468	9,047,406

	2016 / 17
Financing	£000
External Grants	9,463,706
Capital Receipts	2,691,970
Borrowing	3,331,006
Sub total	15,486,682

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Service Area	Income to end of Month 6 £000	Budgeted Income 2016/17 £000	Forecast Income £000	Forecast Variance £000	2015/16 Income £000
Parking	(947)	(2,252)	(2,264)	(12)	(2,332)
Asset Management Investment Properties	(1,044)	(1,764)	(1,836)	(72)	(1,754)
Markets	(198)	(459)	(403)	56	(406)
Regeneration and Economy	(2,189)	(4,475)	(4,503)	(28)	(4,492)
Museums	(113)	(126)	(132)	(6)	(107)
Guildhall	(294)	(478)	(506)	(28)	(494)
Guildhall Bar and Cafe	(70)	(179)	(158)	21	(150)
Tourist Information Centre*	(147)	(429)	(320)	109	(355)
* A significant portion is ticket sales so lower sales also equals lower cost					
Culture	(624)	(1,212)	(1,116)	96	(1,106)
Cem and Crem	(962)	(1,755)	(2,132)	(377)	(1,801)
The Arbor	(73)	(137)	(156)	(19)	(154)
Waste Management (incl garden and bulky waste)	(777)	(1,248)	(1,422)	(174)	(1,406)
Environment	(1,812)	(3,140)	(3,710)	(570)	(3,361)
Licensing	(165)	(270)	(269)	1	(273)
Communities and Neighbourhoods	(165)	(270)	(269)	1	(273)
Private Sector Housing	(80)	(76)	(87)	(11)	(116)
Development Services	(297)	(588)	(640)	(52)	(631)
Planning and Housing	(377)	(664)	(727)	(63)	(747)
Overall Council Position	(5,167)	(9,761)	(10,325)	(564)	(9,979)

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