



## Overview and Scrutiny Committee

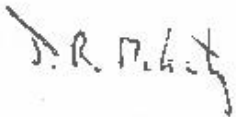
**Meeting: Monday, 29th January 2018 at 6.30 pm in The Fisher Room, The Guildhall, 23 Eastgate Street, Gloucester GL1 1NS**

<b>Membership:</b>	Cllrs. Coole (Chair), Ryall (Vice-Chair), Finnegan (Spokesperson), Pearsall, Hilton, Lewis, Wilson, Dee, Hampson, Hawthorne, Melvin, Smith, Patel, Pullen and Taylor
<b>Contact:</b>	Simon Byrne Democratic and Electoral Services Officer 01452 396127 simon.byrne@gloucester.gov.uk

### AGENDA

<b>1.</b>	<b>APOLOGIES</b>  To receive any apologies for absence.
<b>2.</b>	<b>DECLARATIONS OF INTEREST</b>  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.
<b>3.</b>	<b>DECLARATION OF PARTY WHIPPING</b>  To declare if any issues to be covered in the Agenda are under party whip.
<b>4.</b>	<b>MINUTES (Pages 5 - 12)</b>  To approve as a correct record the minutes of the meeting held on 8 <sup>th</sup> January 2018.
<b>5.</b>	<b>PUBLIC QUESTION TIME (15 MINUTES)</b>  To receive any questions from members of the public provided that a question does not relate to: <ul style="list-style-type: none"> <li>• Matters which are the subject of current or pending legal proceedings, or</li> <li>• Matters relating to employees or former employees of the Council or comments in respect of individual Council Officers</li> </ul>
<b>6.</b>	<b>PETITIONS AND DEPUTATIONS (15 MINUTES)</b>  To receive any petitions and deputations provided that no such petition or deputation is in relation to: <ul style="list-style-type: none"> <li>• Matters relating to individual Council Officers, or</li> <li>• Matters relating to current or pending legal proceedings</li> </ul>

7.	<p><b>OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME AND COUNCIL FORWARD PLAN</b> (Pages 13 - 32)</p> <p>To receive the latest version of the Committee's work programme and the Council's Forward Plan.</p>
8.	<p><b>FESTIVAL AND EVENTS PROGRAMME</b> (Pages 33 - 52)</p> <p>To consider the report by the Cabinet Member for Culture and Leisure on the Festival and Events Programme.</p>
9.	<p><b>TASK AND FINISH GROUPS: UPDATE</b></p> <p>A verbal progress update from the Chairs of the Task and Finish Groups.</p>
10.	<p><b>DATE OF NEXT MEETING</b></p> <p>26<sup>th</sup> February at 6.30pm in the Civic Suite, North Warehouse.</p>



**Jon McGinty**  
**Managing Director**

**Date of Publication: Friday, 19 January 2018**

## 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](http://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 Simon Byrne, 01452 396127, [simon.byrne@gloucester.gov.uk](mailto:simon.byrne@gloucester.gov.uk).

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

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

### **Recording of meetings**

Please be aware that meetings may be recorded. There is no requirement for those wishing to record proceedings to notify the Council in advance; however, as a courtesy, anyone wishing to do so is advised to make the Chair aware before the meeting starts.

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

### **FIRE / EMERGENCY EVACUATION PROCEDURE**

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

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



## OVERVIEW AND SCRUTINY COMMITTEE

**MEETING** : Monday, 8th January 2018

**PRESENT** : Cllrs. Coole (Chair), Ryall (Vice-Chair), Finnegan (Spokesperson), Pearsall, Hilton, Lewis, Wilson, Dee, Melvin, Pullen, Taylor.

### **Others in Attendance**

Steve Wightman, Amey  
Anthony Hunter, Amey  
Kristine Stokes, Amey  
Meyrick Brentnall, Environmental Planning Manager  
Jonathan Lund, Corporate Director  
Jon McGinty, Managing Director

**APOLOGIES** : Cllrs. Lewis, Hawthorne, Smith and Patel

### **7. DECLARATIONS OF INTEREST**

7.1 There were no Declarations of Interest.

### **8. DECLARATION OF PARTY WHIPPING**

8.1 There were no declarations of party whipping.

### **9. MINUTES**

#### **RESOLVED:**

9.1 That the minutes of the meetings held on the 27<sup>th</sup> November 2017 and 4<sup>th</sup> December 2017 be confirmed as a correct record and signed by the Chair.

### **10. PUBLIC QUESTION TIME (15 MINUTES)**

10.1 There were no public questions.

### **11. PETITIONS AND DEPUTATIONS (15 MINUTES)**

11.1 There were no petitions or deputations.

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**12. OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME AND COUNCIL FORWARD PLAN**

12.1 The Committee considered the Work Programme and the Council Forward Plan. The Chair subsequently brought to the Committee's attention that a Special meeting had been arranged to consider the upcoming roll-out of Universal Credit in the City. He advised that it would take place on Wednesday 17<sup>th</sup> January at 6.30pm.

12.2 The Chair made the Committee aware of the intention to take agenda item 9 – Initial Report on the Peer Review - prior to agenda item 12 – the Fleece Inn.

12.3 **RESOLVED:** To note the Work Programme and the Council Forward Plan.

**13. AMEY MANAGEMENT UPDATES: SUPERVISION OF THE GROUNDS CREW AND GROUNDS MAINTENANCE SCHEDULE**

13.1 The Chair welcomed Anthony Hunter, Kristine Stokes and Steve Wightman, Account Director of Amey, to the meeting who provided an overview of the Grounds Crew Supervision report.

13.2 Mr Wightman acknowledged that Members had previously expressed concern on how the service was supervised and that, since then, Amey had undertaken a review of its operations and had taken on a full-time manager. He advised that this manager (Kristine Stokes) had been appointed in October and had strengthened the management team. He further stated that this had freed up other operational managers/supervisors.

13.3 Mr Wightman outlined the audit regime at Amey and their attempts to maintain a safety culture. He restated that their key focus was both customers and staff. He further outlined his view that this had had a positive impact in that all staff wore PPE and that concerns were being addressed through measures such as gate checks on vehicles and random inspections.

13.4 Councillor Pullen raised the previous issue that managers were not able to get out into the community to supervise and conduct quality assurance and questioned whether there would be improvements in this area. Mr Wightman responded by stating that two new appointments were made so that operational managers could supervise. He advised that, while operatives knew that supervisors would attend, they did not know when this would occur.

13.5 Councillor Hilton highlighted concerns a number of residents had expressed over the recent disruption to waste collection and informed the Committee that Members had received considerable contact from the public. He stated that the recent snow was not unexpected and questioned who approved the rescheduling of collections – whether it was an officer of the Council or Amey. He further enquired whether the Cabinet Member for Environment was consulted.

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- 13.6 Mr Wightman stated that the bank holidays had always led to revised schedules. He advised that the operational plan was developed in the summer which was then prepared and agreed in the autumn in consultation with the Cabinet Member and Officers of the Council. The Cabinet Member had received a number of briefings also. Mr Wightman also stated that the situation had been compounded by staff absence over the Christmas period. Councillor Cook, the Cabinet Member for Environment, advised that it was also a significantly more difficult operation because there was a considerably greater volume of recycling than previous years.
- 13.7 With regards to safety, Councillor Hilton asked whether Amey provided staff with PPE such as boots and shoes and whether these were readily available. Mr Wightman confirmed that all operatives were required to wear PPE and did so.
- 13.8 Councillor Melvin stated that there had been weather warnings and, in fact, there had been less snow than expected. She shared her view that shoes specifically to deal with ice would have stopped slipping and would have saved money. She further stated that, in her view, the wrong people were the target of public anger and that in future there should be an Amey helpline to deal with enquiries rather than the Council.
- 13.9 Mr Wightman stated that Gloucester did mobilise at the initial point of disruption and that Officers were looking at an Amey helpline. He highlighted to the Committee that staff and the public must be kept safe and if it was decided that it was too dangerous to operate, he would support that decision. He stated that he would be particularly uncomfortable if there was an accident. Councillor Melvin stated that Members felt the same but that Amey should have been liaising with the County Council on the gritting of roads.
- 13.10 Councillor Hampson stated that he was sympathetic with the decisions made regarding safety but enquired as to whether there were specific staffing issues during the period. Mr Wightman responded that he had been aware that there had been difficulties with recruitment and retention previously but that this had improved and there were no staffing issues at present.
- 13.11 Councillor Pullen shared his view that the decision to suspend collections was the correct on the basis of safety. He stated that Christmas was the busiest time of year for waste management and that it appeared Amey did plan for extra waste but he questioned the apparent lack of contingency for the possibility of poor weather and that there appeared to be no plan for such an eventuality.
- 13.12 Mr Wightman highlighted that Amey did recognise that there would be additional waste and that there were additional vehicles as well as other resources. In response to Councillor Pullen's intervention questioning why 16 streets in his ward still hadn't had their rubbish collected, Mr Wightman stated that residual recycling had almost been completed and that they were catching up. Councillor Ryall questioned whether the same result would be seen next Christmas and Mr Wightman advised that Amey would be learning lessons and preparing contingency better.

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- 13.13 The City Improvement and Environment Manager, Meyrick Brentnall, introduced the report on the Grounds Maintenance Schedule. He outlined that there had previously been issues around areas of open spaces not having grass cut. He advised that reassessing this was the first total re-appraisal of open spaces in the city. He continued by informing the Committee that the Council and Amey had attempted to make the current regime more efficient and that the service would be better managed.
- 13.14 Councillor Wilson welcomed aspects of the new arrangements, particularly the increased levels of strimming. He questioned, however, what other models of operation were being examined. Mr Brentnall advised that all options were open and that various proposals would come forward.
- 13.15 Councillor Hilton highlighted the fact that the contract was first agreed in 2007 and that the Cabinet Member for Environment had previously stated that it was one of the worst contracts he had seen. He expressed concern that 2022 (the year the contract would expire) was a considerable time away and queried whether the Cabinet Member would consider establishing a new service by 2020 or whether the Council would consider ending the contract sooner.
- 13.16 The Cabinet Member for Environment, Councillor Cook, advised that the contract did not allow for unilateral withdrawal and were this to happen, the Council would face the possibility of having to pay damages. He further advised that penalties would go live in 2018.
- 13.17 Councillor Pullen stated that he was pleased to see consultation with a number of members of staff. He expressed concern that poor pay for workers would result in a poor service. In response, Mr Wightman stated that Amey was investing £1m in development, would be taking on new apprentices and had reviewed the pay package. Councillor Pullen further queried whether the pay review had resulted in an increase in staff to which Mr Wightman responded that he was not aware of any vacancies and that Amey was looking at fixed term contracts.
- 13.18 Councillor Hampson expressed concern over health and safety as well as the quality of work that had been undertaken. He also queried the level of supervision that had been undertaken. Anthony Hunter of Amey advised that the City had been divided into four geographical parts which allowed one team member to oversee one area with an additional support member with general oversight. As such, he continued, supervisors had one point of contact for the relevant area. Mr Brentnall advised that the Council had some oversight also.
- 13.19 Councillor Melvin stated that she accepted the point made by the Cabinet Member. She highlighted that Liverpool Council had come to a mutual withdrawal arrangement.



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13.20 **RESOLVED:** That the Overview and Scrutiny Committee note the Supervision of the Grounds Crew and Grounds Maintenance Schedule reports.

**14. SHOPMOBILITY CONSULTATION**

- 14.1 The Cabinet Member for Communities and Neighbourhoods, Councillor Jennie Watkins, introduced the report regarding a proposal for a new fees and charges structure for the city's Shopmobility service.
- 14.2 She highlighted that the report would be considered by the Cabinet and that, whilst there was initial feedback, this was not complete as the consultation had recently closed. Councillor Watkins stated that there had previously been concerns about charging but that fees and charges had not been reviewed in five years. In that period, a proposed transfer of the service to the third sector had not gone ahead.
- 14.3 Since the service had moved after the Together Gloucester restructure, the Visitor Experience Manager began a review of Shopmobility and had suggested changing the charging structure in order to strengthen its financial position. It was held that the provision of such a non-statutory service at the rate it was being charged at would be difficult to justify.
- 14.4 Councillor Watkins advised that a questionnaire which contained the possible changes formed part of the consultation and the public had had the option to communicate directly with the Visitor Experience team. With regard to the questionnaires, 110 were completed by members. Of these, 71% indicated that they would continue to use the service at the proposed rates while 18% indicated that they would be less likely to continue using the service.
- 14.5 Of the non-members who responded, 75% indicated that they would continue to use it at the proposed revised rates and 20% indicated they would use it less. Councillor Watkins also highlighted that, compared to some other authorities, Gloucester was relatively inexpensive. By way of example, she stated that the average annual cost for a Shopmobility user was £94.
- 14.6 Councillor Watkins stated that it was necessary to put the service in a good position in order to maintain it as a quality service. Comment by the Committee was subsequently invited.
- 14.7 Councillor Wilson enquired as to whether the annual membership fee was paid as one payment and if so, was there the possibility that the annual fee be increased and paid monthly. Councillor Watkins stated that, while she would not rule out such a proposal, she understood there to be a costs implication to collect fees more regularly. She further advised that many had chosen to pay a daily fee also and that this had worked well.
- 14.8 While Councillor Hampson sought confirmation of the sample size, Councillor Watkins stated that, as had already been stated due to the recent

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close of the consultation, feedback from other organisations had not yet been given. She advised that the full results of the consultation would be circulated to Members. She further advised that, in response to a query from Councillor Hampson on whether any work had been conducted to assess any impact on vulnerable people, a full People Impact Assessment (PIA) had been undertaken and would be circulated to Members. Further, she brought to the Committee's attention that a number of users of the service were in receipt of Personal Independence Payments (PIP), an element of which was to fund mobility.

- 14.9 Having examined the comparison of charges with regard to other local authorities, Councillor Ryall noted that where Shopmobility was operated by the third sector, charges were greater. She suggested that were the third sector to run Shopmobility in Gloucester, charges would increase for service users.
- 14.10 Councillor Watkins stated that different areas operated within different structures and that the Council was considering other revenue streams. She further stated that it may be that the Council would always have to be involved.
- 14.11 Councillor Pullen highlighted the decrease in membership number and queried whether it would be more advantageous to actively promote membership of the scheme. The Corporate Director, Jonathan Lund, advised that the proposed changes would be creating a pricing structure which would incentivise membership and Councillor Watkins advised that many individuals were happy to pay a 'per use' fee.
- 14.12 Councillor Hilton noted that the scheme provided parking at no charge and queried whether this would be maintained were the proposed changes to take effect. Councillor Watkins advised that there were no plans to revise this.
- 14.13 Councillor Hilton continued and suggested that, while transferring the service to the charity sector should be looked at, it would be preferable for it to remain as part of the Council as a charity might find it difficult to keep costs low.
- 14.14 Councillor Melvin stated that the service's continued existence should be celebrated having helped some of the most vulnerable people. She further stated that, not only had it had a positive social impact on the City but a positive economic impact had been achieved also with residents who would not usually be able to enter the City Centre take advantage of the City's offer.
- 14.15 **RESOLVED:** That the Overview and Scrutiny Committee note the report.

## **15. FESTIVALS AND EVENTS PROGRAMME**

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- 15.1 The Chair welcomed the Cabinet Member for Culture and Leisure, Councillor Noakes, to the meeting. She advised that the Festival and Events Programme was being prepared and would be ready for the next meeting of the Committee. At the request of the Chair she would, instead, provide an overview of her portfolio's work.
- 15.2 As part of her report Councillor Noakes referred to the cultural strategy, support from the Arts Council, the preparation of a 5 year venues development plan (including new approaches to audience development and participation, marketing, volunteer development, income generation and collections management), the establishment of the Gloucester Culture Trust and exciting partnerships with national organisations based on a shared ethos of inspiring a new generation as part of National Partnership Projects. She highlighted that the partnership with the Roundhouse had been helped by a further £200,000 grant from the Paul Hamlyn Foundation.
- 15.3 Councillor Noakes outlined the seven strands of the Great Place Programme and provided a brief update on each strand.
- 15.4 In response to questions Councillor Noakes informed the Committee that the formal accreditation of the City's museums was not at risk, despite rumours to the contrary. She expected the assessment to be finalised in February and believed there to be no reason to think that accreditation would be withdrawn. Once completed and received the accreditation report would be available for public inspection.
- 15.5 Whilst recognising that the full Festival and Events Programme would be presented at a later date, Councillor Ryall questioned whether there was anything involving sport which could be part of the programme. Councillor Noakes advised that, whilst there was not at this point, it would be encouraging for Councillor Ryall to discuss this with her.
- 5.6 **RESOLVED:** That the Overview and Scrutiny Committee (1) note the Cabinet Member's update on Culture and Leisure and; (2) consider the Festival and Events Programme at the next Committee meeting.

## **16. INITIAL REPORT ON THE PEER REVIEW**

- 16.1 The Leader, Councillor Paul James, outlined that what the Committee had sight of was not a final report of the Local Government Association Peer Challenge Team and that this would follow in due course.

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- 16.2 Councillor Hampson moved that discussion take place once the final report had been circulated. This was seconded by Councillor Hilton and agreed by the Committee.
- 16.3 **RESOLVED:** That the Report on the Peer Review be considered by the Overview and Scrutiny Committee upon its publication.

**17. THE FLEECE INN- GLOUCESTER**

- 17.1 The Leader of the Council, Councillor James, outlined the report and that it had been to Cabinet. He advised that it had been resolved to put plans around the Fleece Inn out to market and that investment had been undertaken in order to stabilise the building.
- 17.2 Councillor Hilton expressed his view that he was content with the decision and that it was important that restoration work was carried out. He further stated that the partnership approach which was being pursued was a good one and that it was important that the appropriate work would be done.
- 17.3 Councillor Hampson concurred with Councillor Hilton's view and stated that he felt it important that a historic building such as the Fleece was protected. Councillor Melvin stated that while the ability of the City Council to control interference with the property was limited, it still remained a valued asset.
- 17.4 Councillor James advised that a further report would be published in due course outlining further plans.
- 17.5 **RESOLVED:** That the Overview and Scrutiny Committee note the report.

**18. DATE OF NEXT MEETING**

- 18.1 17<sup>th</sup> January 2018 at 6.30pm in the Civic Suite, North Warehouse.

**Time of commencement: 6.30 pm hours**

**Time of conclusion: 8.30 pm hours**

**Chair**

**Gloucester City Council  
Overview and Scrutiny Committee Work Programme  
Updated 19 January 2018**

Item	Format	Lead Member (if applicable)/Lead Officer	Comments
<b>29 January 2018</b>			
Festival and Events Programme	Written Report	Cabinet Member for Culture and Leisure	Requested by Committee
Task and Finish Group Update	Verbal Update		Requested by Lead Members
<b>No Current Date for Item</b>			
Community Safety Partnership	Presentation	Cabinet Member for Communities and Neighbourhoods/Anne Brinkhoff	Requested by Committee
Deriving Social Benefit from Regeneration  Summary of decision: To update Members on current progress and future plans to ensure a positive impact of regeneration and economic growth for disadvantaged communities within the City.  Wards affected: All Wards	Written Report	Anthony Hodge/ Anne Brinkhoff	Requested by Lead Members of Overview and Scrutiny 30/5/17
Progress on the City Plan and Joint Core Strategy	Written Report	Cabinet Member for Planning and Housing	Requested by Committee for June 2018
Review of Green Travel Plan	Written report	Cabinet Member for Environment	Requested by Committee for September 2018
GCC Annual Performance 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

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



# Gloucester City Council

## FORWARD PLAN FROM JANUARY TO APRIL 2018

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
<b>Leader and Regeneration and Culture (LRC)</b>	Councillor Paul James	6 Mainard Square, Longlevens, Gloucester GL2 0EU Tel: 384051 <a href="mailto:paul.james@gloucester.gov.uk">paul.james@gloucester.gov.uk</a>
<b>Deputy Leader and Communities and Neighbourhoods (C&amp;N)</b>	Councillor Jennie Dallimore	12 Meadowsweet Walk, Gloucester, GL4 0TY Tel: 07912450049 <a href="mailto:jennie.dallimore@gloucester.gov.uk">jennie.dallimore@gloucester.gov.uk</a>
<b>Housing, Health &amp; Leisure (HHL)</b>	Councillor Colin Organ	337 Stroud Road, Gloucester GL4 0BA Tel: 07767350003 <a href="mailto:colin.organ@gloucester.gov.uk">colin.organ@gloucester.gov.uk</a>
<b>Performance and Resources (P&amp;R)</b>	Councillor David Norman MBE	50 Coltishall Close, Quedgeley, Gloucester GL2 4RQ Tel: 07970593780 <a href="mailto:david.norman@gloucester.gov.uk">david.norman@gloucester.gov.uk</a>
<b>Environment (E)</b>	Councillor Jim Porter	137 Estcourt Road, Gloucester, GL1 3LW Tel: 07976838505 <a href="mailto:jim.porter@gloucester.gov.uk">jim.porter@gloucester.gov.uk</a>

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.

P a r v a t i ’ s	KEY	= Key Decision	BPF	= Budget and Policy Framework
	NON	= Non-Key Decision		

**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:

Parvati Diyar, Democratic Services Officer at 01452 396192 or send an email to [parvati.diyar@gloucester.gov.uk](mailto:parvati.diyar@gloucester.gov.uk).



<b>SUBJECT</b> (and summary of decision to be taken)		<b>PLANNED DATES</b>	<b>DECISION MAKER &amp; PORTFOLIO</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)
<b>FEBRUARY 2018</b>						
NON	Festivals and Events Programme Report To seek approval for the 2018-19 Festival and Events Programme.	7/02/18	Cabinet Cabinet Member for Culture and Leisure			Jill Shonk, Head of Cultural and Trading Services jill.shonk@gloucester.gov.uk
BPF Page 17	Final Budget Proposals (including Money Plan and Capital Programme) To seek approval for the final Budget Proposals for 2018-19, including the Money Plan and Capital Programme.	7/02/18 22/02/18	Cabinet  Council Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	Green Travel Plan Progress Report 2017 and Update Annual update on initiatives in the Green Travel Plan	7/02/18	Cabinet Cabinet Member for Environment			Lloyd Griffiths, Head of Communities lloyd.griffiths@gloucester.gov.uk

<b>SUBJECT</b> (and summary of decision to be taken)		<b>PLANNED DATES</b>	<b>Decision Maker &amp; Portfolio</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)
BPF	Procurement of the Parking Management Contract To consider the procurement of the parking management contract.	7/02/18	Cabinet Cabinet Member for Regeneration and Economy			Mark Foyn, Property Commissioning Manager mark.foyn@gloucester.gov.uk
NON Page 18	Homelessness Reduction Act To advise members of the Homelessness Reduction Act to be implemented April 2018	7/02/18	Cabinet Cabinet Member for Communities and Neighbourhoods			Helen Chard, Housing Manager Tel: 01452 396534 helen.chard@gloucester.gov.uk
KEY	Review of Shopmobility Fee Schedule To seek approval to review the current charging schedule for the Shopmobility Service	7/02/18	Cabinet Cabinet Member for Culture and Leisure			Lucy Chilton, Visitor Experience Manager Tel: 01452 396570 lucy.chilton@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)
<b>MARCH 2018</b>						
Page 19	NON Pay Policy Statement 2018-19 To seek approval for the annual Pay policy Statement 2018-19 in accordance with Section 38 of the Localism Act 2011.	22/02/18 7/03/18	Council Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
	NON Treasury Management Strategy To seek approval for the Treasury Management Strategy.	7/03/18 22/03/18	Cabinet Council Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
	NON Financial Monitoring Quarter 3 Report To receive an update on financial monitoring information for the third quarter 2017/18.	7/03/18	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

<b>SUBJECT</b> (and summary of decision to be taken)		<b>PLANNED DATES</b>	<b>Decision Maker &amp; Portfolio</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)
NON	Regeneration of the Former Fleece Hotel Site To consider the proposals received and identify a preferred partner.	7/03/18	Cabinet Cabinet Member for Regeneration and Economy			Jonathan Lund, Corporate Director jonathan.lund@gloucester.gov.uk
NON Page 20	Deriving Social Benefit from Regeneration Report To update Members on current progress and future plans to ensure a positive impact of regeneration and economic growth for disadvantaged communities within the City.	7/03/18	Cabinet Cabinet Member for Communities and Neighbourhoods, Cabinet Member for Regeneration and Economy			Anne Brinkhoff, Corporate Director, Ian Edwards, Head of Place anne.brinkhoff@gloucester.gov.uk, Tel: 01452 396034 ian.edwards@gloucester.gov.uk

<b>SUBJECT</b> (and summary of decision to be taken)		<b>PLANNED DATES</b>	<b>Decision Maker &amp; Portfolio</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)
NON	Review of the Economy Development Strategy Report To conduct a review of the current Economic Development Strategy.	7/03/18	Cabinet Cabinet Member for Regeneration and Economy			David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk
NON Page 21	City Centre Action Plan Update To review the City Centre Action Plan.	7/03/18	Cabinet Cabinet Member for Regeneration and Economy			David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk
NON	Matson and Podsmead Estate Regeneration to outline the development proposals for the regeneration of estates within Matson and Podsmead.	7/03/18	Cabinet Cabinet Member for Regeneration and Economy			Ian Edwards, Head of Place Tel: 01452 396034 ian.edwards@gloucester.gov.uk

<b>SUBJECT</b> (and summary of decision to be taken)		<b>PLANNED DATES</b>	<b>Decision Maker &amp; Portfolio</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)
<b>APRIL 2018</b>						
NON	Car Parking Strategy to adopt the Gloucester City Car Parking Strategy	11/04/18	Cabinet Cabinet Member for Regeneration and Economy			Kate Biggs, ED & Regeneration Officer kate.biggs@gloucester.gov.uk
NON Page 22	Emergency Accommodation & Housing Service Transformation to advise members of the appraisal of the Emergency Accommodation & Housing Service Transformation	11/04/18	Cabinet Cabinet Member for Communities and Neighbourhoods			Helen Chard, Housing Manager Tel: 01452 396534 helen.chard@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)
NON	Introduction of Fixed Penalty Notices for Houses in Multiple Occupation to advise members of the introduction of Fixed Penalty Notices for houses in multiple occupation	11/04/18	Cabinet Cabinet Member for Communities and Neighbourhoods			Helen Chard, Housing Manager Tel: 01452 396534 helen.chard@gloucester.gov.uk
<b>MAY 2018</b>						
NON	Public Art Strategy To seek approval to adopt a public art strategy for Gloucester.	9/05/18	Cabinet Cabinet Member for Culture and Leisure			David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk
<b>JUNE 2018</b>						
NON	2017-18 Financial Outturn Report To update Cabinet on the Financial Outturn Report 2017-18.	13/06/18	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

<b>SUBJECT</b> (and summary of decision to be taken)		<b>PLANNED DATES</b>	<b>Decision Maker &amp; Portfolio</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)
NON	Treasury Management Six Monthly Update 2017/18 To update Cabinet on treasury management activities.	13/06/18	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON Page 24	Strategic Risk Register To update Members on the Council's Strategic Risk Register	13/06/18	Cabinet Cabinet Member for Performance and Resources			Stephanie Payne, Group Manager, Audit, Risk and Assurance Tel: 01452 396432 stephanie.payne@gloucester.gov.uk
NON	Gloucester Culture Trust Annual Report To provide Members with an update on the work undertaken by the Gloucester Culture Trust	13/06/18	Cabinet Cabinet Member for Culture and Leisure			Jonathan Lund, Corporate Director jonathan.lund@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)
<b>JULY 2018</b>						
NON	City Centre Investment Fund Allocations and Update To update Members on the progress towards the delivery of the City Centre Investment Fund	11/07/18	Cabinet Cabinet Member for Regeneration and Economy			Ian Edwards, Head of Place Tel: 01452 396034 ian.edwards@gloucester.gov.uk
NON	Social Impact Bond- Mid Term Update To receive an mid- term update on the Gloucestershire Social Impact Bond.	11/07/18	Cabinet Cabinet Member for Housing and Planning			Helen Chard, Housing Manager Tel: 01452 396534 helen.chard@gloucester.gov.uk
<b>AUGUST 2018- No meetings</b>						

<b>SUBJECT</b> (and summary of decision to be taken)		<b>PLANNED DATES</b>	<b>Decision Maker &amp; Portfolio</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)
<b>SEPTEMBER 2018</b>						
NON	Financial Monitoring Quarter 1 Report To receive an update on financial monitoring information for the first quarter 2018/19	3/09/18 12/09/18	Overview and Scrutiny Committee  Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

<b>SUBJECT</b> (and summary of decision to be taken)		<b>PLANNED DATES</b>	<b>Decision Maker &amp; Portfolio</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)
<b>OCTOBER 2018</b>						
NON	Energy Costs and Reduction Projects Annual Report To update Cabinet on the City Council Energy Costs and Reduction Projects.	10/10/18	Cabinet Cabinet Member for Performance and Resources			Ian Edwards, Head of Place Tel: 01452 396034 ian.edwards@gloucester.gov.uk
NON	Armed Forces Community Covenant Update 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.	10/10/18	Cabinet Cabinet Member for Communities and Neighbourhoods			Lloyd Griffiths, Head of Communities lloyd.griffiths@gloucester.gov.uk

<b>SUBJECT</b> (and summary of decision to be taken)		<b>PLANNED DATES</b>	<b>Decision Maker &amp; Portfolio</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)
<b>NOVEMBER 2018</b>						
Page 28	NON Regulation of Investigatory Powers Act 2000 (RIPA) - Review of Procedural Guide To request that Members review and update the Council's procedural guidance on RIPA.	7/11/18	Council  Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
	NON Financial Monitoring Quarter 2 Report To receive an update on financial monitoring information for the second quarter 2018/19	29/10/18  7/11/18	Overview and Scrutiny Committee  Cabinet			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@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)
<b>DECEMBER 2018</b>						
NON	Growing Gloucester's Visitor Economy To provide Cabinet with an update on the annual review of the Visitor Economy Strategy.	5/12/18	Cabinet Cabinet Member for Culture and Leisure			Jill Shonk, Head of Cultural and Trading Services jill.shonk@gloucester.gov.uk
Page 29 NON	Strategic Risk Register To update Members on the Council's Strategic Risk Register	5/12/18	Audit and Governance Committee  Cabinet Cabinet Member for Performance and Resources			Stephanie Payne, Group Manager, Audit, Risk and Assurance Tel: 01452 396432 stephanie.payne@gloucester.gov.uk
NON	Draft Budget Proposals (including Money Plan and Capital Programme) To update Cabinet on the draft budget proposals	5/12/18	Overview and Scrutiny Committee  Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

<b>SUBJECT</b> (and summary of decision to be taken)		<b>PLANNED DATES</b>	<b>Decision Maker &amp; Portfolio</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)
NON	Treasury Management Six Monthly Update 2017/18 To update Cabinet on treasury management activities.	5/12/18	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON Page 30	Financial Monitoring Quarter 2 Report To receive an update on financial monitoring information for the third quarter 2018/19	5/12/18	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
BPF	Local Council Tax Support Scheme To advise members of the requirement to review the Local Council Tax Support Scheme (LCTS)	5/12/18	Council  Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

<b>SUBJECT</b> (and summary of decision to be taken)		<b>PLANNED DATES</b>	<b>Decision Maker &amp; Portfolio</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)
<b>JANUARY 2019</b>						
KEY	Festivals and Events Programme To seek approval for the 2019-20 Festival and Events Programme.	9/01/19	Cabinet Cabinet Member for Culture and Leisure			Jill Shonk, Head of Cultural and Trading Services jill.shonk@gloucester.gov.uk
NON Page 31	Green Travel Plan Progress Report 2018 and Update Annual update on initiatives in the Green Travel Plan	9/01/19	Cabinet Cabinet Member for Culture and Leisure			Lloyd Griffiths, Head of Communities lloyd.griffiths@gloucester.gov.uk
<b>ITEMS DEFERRED- Dates to be confirmed</b>						
KEY	Disposal of HKP Warehouses To seek approval to dispose of the HKP Warehouses for alternate use.		Cabinet Cabinet Member for Performance and Resources			Jonathan Lund, Corporate Director jonathan.lund@gloucester.gov.uk

<b>SUBJECT</b> (and summary of decision to be taken)		<b>PLANNED DATES</b>	<b>Decision Maker &amp; Portfolio</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)
KEY	Gloucester Social Enterprise Partnership To develop a Gloucester Social Enterprise Partnership		Cabinet			
KEY	Housing Development Company To seek approval to establish a housing development company.		Cabinet Cabinet Member for Regeneration and Economy			Jon McGinty, Managing Director jon.mcginty@gloucester.gov.uk
NON	Energy Savings Projects Report To update Cabinet on the City Council Energy Costs and Reduction Projects.		Cabinet Cabinet Member for Environment			Meyrick Brentnall, City Improvement and Environment Manager Tel: 01452 396829 meyrick.brentnall@gloucester.gov.uk
NON	Air Quality Management Areas To seek approval to review the air quality management areas within the City.	7/03/18	Cabinet Cabinet Member for Environment			Wayne Best, Environmental Protection Service Manager wayne.best@gloucester.gov.uk





<b>Meeting:</b>	<b>Cabinet Briefing</b>	<b>Date:</b>	<b>17<sup>th</sup> January 2018</b>
	<b>Overview &amp; Scrutiny</b>		<b>29<sup>th</sup> January 2018</b>
	<b>Cabinet</b>		<b>7<sup>th</sup> February 2018</b>
<b>Subject:</b>	<b>Festivals and Events 2018/19 and update on progress 2017/18</b>		
<b>Report Of:</b>	<b>Cabinet Member for Culture and Leisure</b>		
<b>Wards Affected:</b>	<b>All</b>		
<b>Key Decision:</b>	<b>No</b>	<b>Budget/Policy Framework:</b>	<b>No</b>
<b>Contact Officer:</b>	<b>Jill Shonk, Head of Cultural &amp; Trading Services</b>		
	<b>Email: jill.shonk@gloucester.gov.uk</b>	<b>Tel:</b>	<b>36009</b>
<b>Appendices:</b>	<b>1) Review of Council Funded Festivals &amp; Events 2017/18</b> <b>2) Proposed Schedule of Festival &amp; Event Activities 2018/19</b>		

**FOR GENERAL RELEASE**

**1.0 Purpose of Report**

- 1.1 To review Council-funded Festival & Event activities in 2017/18, as set out in Appendix 1 of this report.
- 1.2 To seek approval for proposed Council-funded Festival & Event activities in 2018/19, as set out in Appendix 2 of this report.
- 1.3 To seek approval for reviewing and updating the criteria for Council-funded Festival & Events, as set out in Section 4 of this report.

**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:
  - (1) The 2018/19 programme of Council-funded Festival & Event activities set out in Appendix 2 of the report be approved.
  - (2) The criteria for Council-funded Festival & Event activities be reviewed and updated, as set out Section 4 of this report, and brought back to a future meeting of Cabinet for agreement.

**3.0 Background and Key Issues**

- 3.1 In Feb 2017 the City Council agreed to award Marketing Gloucester Ltd (MGL) £348k in return for services, including the delivery of an agreed schedule of Festival & Event activities, that: promote Gloucester; increase tourism; support business; encourage inward investment; generate income; and support Gloucester's growing cultural offer.

It also awarded £16k to other partners: £10k to the organisers of Gloucester History Festival; £5k to Three Choirs Festival; and £1k to the Armed Forces Day committee (not spent/being carried forward for a future Armed forces Day event). The Council's proposed Festivals & Events budget for 2018/19 is: a proportion<sup>1</sup> of the annual payment awarded to MGL for services that include Festival & Event activities – this will be £249k<sup>2</sup> in 2018/19. In addition there will be funding of £10k for Gloucester History Festival and £5k for Three Choirs Festival. There is scope for these organisations to lever additional funding from grants and sponsorship.

- 3.2 MGL's activities in 2017/18 included the production of festivals and events led by MGL and financial/ in kind support for city-based festivals and events led by other organisations. The in kind support included promotional activities; MGL will be reviewing the nature of this provision as part of its Destination Management activities for Strand 4 of the [Great Place \(GP\) project](#)<sup>3</sup> (ref paragraph 3.3).

MGL often delivers remarkable value for money because of its ability to lever sponsorship and commercial income. Useful cost comparators in 2017 include Greenwich Council's £2m expenditure on support for a Tall Ships festival, Lewisham Council's £96k expenditure on Blackheath Fireworks and Bristol Council's £160k grant to the organisers of Bristol Harbour Festival.

- 3.3 [Gloucester Culture](#) (GC)<sup>4</sup> is now leading the development of Gloucester's distinctive cultural offer: "innovative and excellent, quirky and edgy, diverse and community-based with a strong focus on young people", as highlighted in [Gloucester's Cultural Vision & Strategy 2016 – 2026](#)<sup>5</sup>.

GC's activities include delivery of the three-year Great Place (GP) project, which began in April 2017. As part of the £3m total scheme, GP has a £360k Destination Management component (Strand 4) and a £832k Festivals & Events component (Strand 6). Last year's scheduled Strand 6 activities included a review of festivals and major events held in Gloucester, led by Festival & Events International Ltd (FEI). GC is currently considering FEI's draft report and hopes to publish the final version in early February 2018.

- 3.4 The changing festivals and events landscape is bringing fresh opportunities for collaborative programming. This is helping to grow and diversify Gloucester's offer:

3.4.1 In October 2017 the Council asked GC to set up a steering group that would develop programmes for the '1100<sup>th</sup> anniversary of the Death of Aethelflaed' and '375<sup>th</sup> anniversary of the Lifting of the Siege of Gloucester' celebrations

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<sup>1</sup> To be determined by MGL

<sup>2</sup> In line with the Council Money Plan 2017 and £1k more than 2017 as we already hold £1k for AFD from 2017/18.

<sup>3</sup> [gloucesterculture.org.uk/great-place](http://gloucesterculture.org.uk/great-place)

<sup>4</sup> [gloucesterculture.org.uk](http://gloucesterculture.org.uk)

<sup>5</sup> [gloucester.gov.uk/council/Documents/Strategies%2CPlans%20and%20Policies/Cultural%20Strategy.pdf](http://gloucester.gov.uk/council/Documents/Strategies%2CPlans%20and%20Policies/Cultural%20Strategy.pdf)

in 2018. The group is made up of about 14 people from various city-based organisations/ networks<sup>6</sup>. It has developed narratives, outcomes and outline event schedules for each of these celebrations and agreed a plan for taking things forward.

3.4.2 GC's [partnership with Roundhouse, London](#)<sup>7</sup> (GP Strand 2) will help accelerate the development of Gloucester's emerging creative scene, offering exceptional creative opportunities to the young people of Gloucester, who will be able to remain in the city to realise their ambitions. The result of this will be events led by young people going from strength to strength.

3.4.3 Gloucester Heritage Forum and Gloucester History Trust are leading activities to develop the city's heritage programmes. Both have expertise in audience development and a good reputation/ strong appetite for partnership working.

3.4.4 In April 2018 [Strike A Light](#)<sup>8</sup> will become one of Arts Council England (ACE)'s [2018 – 2022 National Portfolio Organisations](#)<sup>9</sup> and the first NPO in Gloucester, crediting the city with some of the best arts practice in the world and securing four years' of investment that will help to progress the city's cultural offer.

3.5 Initial feedback from the November 2017 Peer Review suggests relationships between MGL and GC could be strengthened to improve the alignment of outcomes. The approach outlined in 3.4.1, which sees GC leading on strategic development of content and MGL as a delivery organisation, is one way of achieving this.

3.6 As a result of Together Gloucester, the Council's workforce is becoming more agile, flexible and efficient. This is creating new capacity for joint working, internally and externally.

3.7 The City Council has been awarded a place on the ACE-funded [Pioneering Volunteer Makers](#)<sup>10</sup> programme, designed to involve more and a wider range of people in volunteering, particularly the growing number of young people and teenagers that want to become volunteers. Operating along the lines of [Parkrun UK](#)<sup>11</sup>, it uses technology (a gamified website and free app) to provide, log and celebrate personalised volunteering activity. Staff in Cultural & Trading Services and Community Wellbeing are working with representatives from Gloucester Heritage Forum, Gloucester Culture Trust and MGL to set this up. Once established it will help to grow a much-needed volunteer base that reflects the city's demographic profile. And festival and event organisers will be able to tap into this.

#### **4.0 Criteria for Council-funded festival and event activities:**

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<sup>6</sup> Including the City Council and Marketing Gloucester Ltd

<sup>7</sup> [gloucesterculture.org.uk/gloucester-culture-trust-announces-major-creative-partnership-with-the-roundhouse-london](http://gloucesterculture.org.uk/gloucester-culture-trust-announces-major-creative-partnership-with-the-roundhouse-london)

<sup>8</sup> [strikealightfestival.org.uk](http://strikealightfestival.org.uk)

<sup>9</sup> [artscouncil.org.uk/our-investment-2015-18/national-portfolio-organisations#section-2](http://artscouncil.org.uk/our-investment-2015-18/national-portfolio-organisations#section-2)

<sup>10</sup> [pioneers.volunteermakers.org](http://pioneers.volunteermakers.org)

<sup>11</sup> [parkrun.org.uk](http://parkrun.org.uk)

- 4.1 The Council last reviewed its criteria for Festival and Event activities in 2010 and agreed the annual schedule should include:
- A strong Christmas offering;
  - At least one, ideally more, large scale ‘signature’/brand building events;
  - Events that bring many visitors into the City from a wide catchment area;
  - A cycle of major events (not the same one each year);
  - Events that celebrate and bring life to Gloucester’s rich history;
  - A broad range of events appealing to all communities; and
  - Events that foster civic pride in Gloucester.
- 4.2 The Council requires MGL’s Festival & Event activities to help achieve the outcomes outlined in paragraph 3.1.
- 4.3 It is proposed the existing criteria should be reviewed and updated in 2018 to ensure they remain aligned with key Council priorities and strategies, including the Cultural Vision & Strategy 2016 – 2026 and the Regeneration & Economic Development Strategy 2016 - 2021. The review should also consider the Council’s aspiration to bid for City of Culture 2025, Gloucester Culture’s emerging strategic plan for festivals and events<sup>12</sup>, the changing festivals and events landscape in the city, and the priorities of key grant awarding bodies.
- 4.4 Additionally, the Council will liaise with MGL to introduce Key Performance Indicators, linked to agreed criteria, for the annually agreed schedule of Council-funded Festival & Event activities, beginning with a pilot in 2018/19. This should provide both organisations with useful evidence for external funding bids and award applications. And it responds to issues raised in the 27 November 2017 Overview & Scrutiny Committee meeting.

## **5.0 Asset Based Community Development (ABCD) Considerations**

- 5.1 The City Council’s approach to the delivery of Festivals and Events is based heavily on existing strengths within the community. Events directly funded by the City Council, but delivered by MGL, involve significant community and voluntary participation and collaboration. And there are opportunities for this to develop further.
- 5.2 The Council has supported the establishment of Gloucester Culture Trust – a charitable interest organisation – to champion the arts, culture and heritage in Gloucester and lead the delivery of the City’s Cultural Vision and Strategy and the Great Place programme.
- 5.3 The council-funded Festival and Event schedule is supplemented by a wide range of other organisations that add to the City’s developing cultural offer, including: independent theatre and cinema; Gloucester History Trust; The Civic Trust; Peel Group; Gloucester Heritage Forum; Strike-a-Light; Multi Styles Battle; Music Works; Theatre Glos and Café René.

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<sup>12</sup> Following publication of the FEI Review of Major Events & Festivals in Gloucester

- 5.4 ABCD can also guide how Festivals and Events develop in the future by, for example, supporting and investing in activity that contributes to the Cultural Vision and Strategy and has the potential for sustainable growth. The Council should also consider how to maximise the opportunities offered by Gloucester Culture Trust to provide independent, collaborative, multi-dimensional cultural leadership and lever external funding to support Gloucester's growth.

## **6.0 Alternative Options Considered**

- 6.1 The Council has an existing contract for services with MGL, including the delivery of a schedule of Festival & event activities; so alternative options for funding Festival & Event activities have not been considered as part of this report. However, for 2018/2019 new Performance Indicators will be introduced against which MGL will be expected to deliver.

## **7.0 Reasons for Recommendations**

- 7.1 The schedule of Festival & Event activities events set out in Appendix 2 meets the Council's current Festivals & Events criteria (ref paragraphs 3.1 and 4.1).
- 7.2 The proposed schedule will help to ensure the City is animated throughout 2018/19 and support plans to develop the city's Festivals & Events offering.
- 7.3 The proposed schedule reflects some of the recommendations in the draft Festivals & Events report (ref paragraph 3.3), aimed at improving the city's offering.
- 7.4 The activities reflect a move towards a more collaborative approach to festival and event programming, enabling the Council to make more of community assets and increase the return on its investment.
- 7.5 The proposed MGL-led events will complement those being created or staged by other organisations, helping to ensure the city has a diverse annual events programme.

## **8.0 Future Work and Conclusions**

- 8.1 Subject to Cabinet approval, MGL will progress the schedule of Festival & Event activities in Section 6.
- 8.2 Subject to Cabinet approval, the Head of Cultural & Trading Services will consult with the Culture & Leisure Portfolio Holder to lead a review of the Council's criteria for Festival & Event activities. This will be the subject of a future report to Cabinet..
- 8.3 The Head of Cultural & Trading Services will liaise with MGL to introduce KPIs for Festival & Event activities, in consultation with the Culture & Leisure Portfolio Holder.

## **9.0 Financial Implications**

- 9.1 The Council's overall funding to MGL in 2016/17 was £464,000 and £348k in 2017/18.
- 9.2 In 2018/19 the figure available is £249,000. The reductions are all part of the Council's savings plan. MGL has been asked to maximise its ability to work commercially and lever external funding so the reduction does not reduce the City Council's overall funding for Festival and Event activities.
- 9.3 In addition £10,000 will be available for Gloucester History Festival and £5,000 for the Three Choirs Festival,
- 9.4 The funding allocations are in line with Council Money Plan for approval by Council in February 2017.

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

## **10.0 Legal Implications**

- 10.1 The City Council has a contract with MGL to deliver Festival & Event activities for the period of five years from 1 April 2016. The contract provides that MGL shall produce a report in December, commenting on delivery during the year and proposing a list of Festival & event activities for the next calendar year. Once approved by Council the list of proposed activities becomes the programme MGL shall deliver in accordance with the contract. The annual programme may be varied at any time by agreement between the Council and MGL.
- 10.2 The collaborative arrangements discussed in section 3 of the report are permitted by the general power of competence contained in section 1 of the Localism Act 2011. Such collaborations should be formally documented though in order to safeguard the Council's financial and reputational position. This can be done via legal agreements with the partner bodies, either on a case by case basis or via a single overarching agreement, as appropriate.

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

## **11.0 Risk & Opportunity Management Implications**

- 11.1 There is a risk MGL will not be able to raise sufficient additional external funding to compensate for the reduction in its Council grant. The Council will need to monitor this, supporting MGL to secure additional sources of finance or making appropriate revisions to the programme as appropriate.

## **12.0 People Impact Assessment (PIA):**

- 12.1 The proposed schedule of festival and event activities involves partnership and collaborative working to deliver programmes that are widely accessible to people who live/ work in and visit the city.

- 12.2 Promotional support for the Gloucester Volunteer Makers programme (ref paragraph 3.7), which will be known as EngageInGloucester, will help to ensure more and a wider range of people are involved in festival and event activities.
- 12.3 Marketing support for Strike a Light will help to widen and increase participation incultural activities.
- 12.4 The PIA Screening Stage was completed and did not identify any potential or actual negative impact, therefore a full PIA was not required.

### **13.0 Other Corporate Implications**

#### Community Safety

- 13.1 Events that bring people together, particularly at night time create a healthy vibrant evening economy that brings with it a view that places are safer.

#### Sustainability

- 13.2 As part of its commitment to sustainability and legacy aspirations associated with the Rugby World Cup 2015 bid, the Cultural Services team and MGL are working towards BS ISO 20121 (Event Sustainability).

#### Staffing & Trade Union

- 13.3 Funding for staffing additional hours will be built into the costs of each event.

### **14.0 Special Circumstances for delayed publication of this report**

The special circumstances for non-compliance with Access to Information Rule 5 and Section 100B (4) of the Local Government Act 1972 (as amended) (items not considered unless the agenda is open to inspection at least five days in advance of the meeting) were that some of the information required from third parties to complete aspects of this report was not made available to the Council until Monday 22 January. This was added and the report dispatched as soon as possible thereafter.

**Background Documents:** None

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**1. Residents' Weekend: 31 March – 2 April**

This aimed to increase the popularity of the GL Card (formerly the Residents' Card), celebrate all things local to Gloucester, encourage residents to become tourists in their own city and improve trade for local businesses. Heritage attractions offered free or reduced entry/ local businesses offered discounts to people with a GL Card. MGL secured and collated over 100 offers and published 30,000 promotional leaflets, which were distributed by the TIC and by hand in the week leading up to the event. It also promoted the event through social media, local media, posters, banners, and bollard covers. And it provided an entertainment programme over the two weekend days to help create an atmosphere in the City centre.

Almost 3,000 people signed up to the new GL Card over the course of the weekend and there were hundreds of card uses. One trader reported over 50 sales directly related to Residents Weekend and the use of the card.

**2. Tall Ships Festival: 27 – 29 May**

Tall Ships 2017 took place against the background of the terror attack in Manchester, which happened only a few days before. The UK remained on its highest level of security alert for the first two days of the event and the BBC reported it was the first large outdoor event after this terrible tragedy. The MGL marketing team worked hard to create positive news flow that built public confidence about the event being safe, reducing the adverse impact of the terror attack on footfall. Pre-sales ensured the event was still able to break even on a Gross Profit basis (excluding staff and company overhead costs). The total cost of the event was £170,000.

FEI evaluated this event as part of the Review of Major Events & Festivals in Gloucester (see paragraph 3.3). The MGL team's own review recognised a need to keep evolving the quality and breadth of the Tall Ships offering to prevent it feeling tired. MGL is planning a significant refresh for the 2019 event, with more family-based and experiential activities.

**3. Sea Shanty Festival: 27 – 28 May**

Folk and shanty music performances in various pubs in Gloucester City Centre and at a temporary outdoor venue MGL set up in Kings Square. The festival is independently organised and was once again sponsored by Kings Walk. MGL provided funding, staff time and marketing.

**Review of Council-funded Festival & Event activities in 2017/18**

**4. Henson Pig Sculpture Trail: launched 3 June**

Funded completely by sponsorship, the Royal Three Counties Henson Pig Trail consisted of 40 pigs painted by artists from around the country, dotted around the city and country. MGL printed and distributed over 100,000 brochures; others were distributed online. Local press promoted the trail.

**5. Cityfest – Park Fun Day: 9 July**

Once again, MGL provided sponsorship and assistance towards One Church's Cityfest event in Gloucester Park. This is a family fun day with bouncy castles and music, and starts at the same time as the annual 10K race in the Park. As usual, it was very well attended.

**6. SoMAC: June - August**

MGL used the SoMAC brand, which it introduced in 2016, to promote all festivals taking place in the city over the summer. The overarching SoMAC programme included: the Blues festival; 'free to enter' classical music festival; Art in the City; Retro festival; and Urban Weekender "Kings Jam".

MGL helped to fund artists and programmes, and provided the stage in Kings Square and marketing and branding to promote the events throughout the City and further afield.

The week-long entertainment programme on the SoMAC stage ran between 11am and 3:30 pm every day and showcased work by local artists, both amateur and professional. It included music, dance, theatre, and spoken word and gave the general public easy access to cultural performances,

MGL promoted 179 events under the SoMAC brand over the course of the summer, compared to 300 events in 2016 when the festival benefited from ACE funding. And it successfully used the brand to lever £139k external funding from 40 different sources, including monies from the Henson Trail.

**7. Art in the City: 15 – 16 July**

Year two of a weekend-long festival that celebrates all genres of art. Activities included: an art competition with 60 participants; 72 free art classes covering 12 different activities, held in Kings Walk, Eastgate Shopping Centre, Gloucester Cathedral, The New Inn, and The Paint Pot in Eastgate Street; art

**Review of Council-funded Festival & Event activities in 2017/18**

demonstrations and drop in workshops in the Gate Streets and Kimbrose Triangle; art themed performances; street artists painting live in Kings Square and art exhibitions in The Fountain Inn, Kings Walk, Blackfriars and Eastgate Shopping Centre. This year's event was not supported by an Arts Council grant but benefited from sponsorship for the SoMAC festival and specific sponsorship from WSP.

FEI evaluated this event as part of the Review of Major Events & Festivals in Gloucester. MGL's own review noted a drop in community-based activities.

**8. Rugby in the Park: 15 July**

Organisers, Longlevens RFC and Old Cryptians RFC were unable to run this due to a lack of staffing.

**9. Stunt Shows: 22 – 23 July**

Organised and promoted by MGL. Four different circus-themes and stunt shows – a total of eight performances. Audiences ranged from 100 – 2000; the variance was down to the weather.

**10. Gloucester Carnival: 29 July**

MGL works with the Carnival Committee to deliver this event. The carnival procession started in Westgate carpark this year and travelled to Gloucester Park. MGL acted on behalf of the Committee to recruit a carnival artist that taught local artists how to make carnival costumes and models; this resulted in improved entries in the procession. This approach also enabled local artists to develop skills and increased capacity for developing future carnival entries. There were 36 carnival entries this year, nine more than in 2015 and two more than in 2016, and city centre footfall sensors (installed in 2017) showed approx. 10,000 people lined the streets.

MGL worked as part of the Carnival Arts Partnership to secure £10k from Gloucester Culture to support this year's Carnival. This allowed many more community groups to be involved and supported the professional development of Partnership members.

FEI evaluated this event as part of the Review of Major Events & Festivals in Gloucester.

**11. Music in the Park/Summer Sound: 29 July**

MGL provided funding, infrastructure and staffing for this event, which took place in Gloucester Park immediately after the 2017 Carnival procession ended. But audiences drifted away, detracted by the funfair at the same location. This event should be dropped for 2018.

**12. Gloucester International Rhythm and Blues Festival: 22 – 30 July**

Blues promoter, Tim Porter booked acts into the City and MGL worked with him to promote these. The closing event at Café Rene's outdoor stage was, as ever, well attended. The weekend-long Blues Festival is a regional event and Gloucester audiences mostly come from the South West and the South Midlands. MGL provided funding for the programmer, printed programmes and promoted the event via social media and the MGL website:

[thecityofgloucester.co.uk](http://thecityofgloucester.co.uk)

FEI evaluated this event as part of the Review of Major Events & Festivals in Gloucester. MGL's own review noted the event was slightly smaller than in 2016 and attributed this to changes in management at a number of pubs.

MGL's other observations are that the festival: widely benefits the local pubs and cafes who host bands during the trail; has high attendance; and increases dwell time in the city.

**13. Fireworks: 5 August**

Organised and promoted by MGL since 2015, this breath-taking firework display, delivered by the company behind the London Eye fireworks and set to music, fell, as usual, on the final day of the two-week summer festival. Local dance groups opened the show with a variety of dance performances; this was followed by music. A bar, catering and acoustic music added to the ambience. There was an audience of about 14,000, the highest ever. The growing audience and growing trees are impacting on Health & Safety costs, which are steadily increasing.

**14. Classical Music Festival/Folk Festival**

MGL provided marketing support and some staffing for the 2017 'free for all' Classical Music Festival. Attendance was good with audiences of up to 200 for the fourteen events.

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MGL is organising and promoting the 'Gloucester Get Folked' trail on behalf of the BID. It will be happening between 23 and 25 February 2018.

**15. Gloucester Goes Retro: 26 August**

A display of classic and vintage vehicles in the Gate Streets, organised by Cllr Colin Organ. Re-enactors and members of the public dressed in retro clothing and there was 'all day' entertainment on the SoMAC stage. A retro bar and stalls added to the event. Prizes were awarded for best vehicles and retro outfits.

2017 was hugely successful event and drew bigger crowds than ever. MGL's support included staff resource leading up to and during the event, producing website, PR (including posts on Facebook and other social media channels), competition prizes, and the organisation of events in Kings Square.

FEI evaluated this event as part of the Review of Major Events & Festivals in Gloucester.

**16. Gloucester Day: 2 September**

As part of its support for Heritage Open Days and the History Festival, MGL made an annual contribution of £2k to the Gloucester Day parade. Gloucester Day is organised by Alan Myatt and supported by MGL which provides stewarding, licensing, road closure arrangements, and PA and general support. The day involved two processions through the City centre, one to celebrate the official 'mayor making' of the Mayor of Barton and another to celebrate the Gloucester Community. The City was filled with stalls and music performances.

**17. Christmas Lantern Procession: 19 November, and Tree of Light: 26 November & 9 December**

MGL provided promotional, organisational and marshalling support for these community events. Six schools from across Gloucester each partnered with one of six artists to make beautiful paper lanterns based on a 'Pantomime' theme. The lanterns were then used in a procession through the streets of Gloucester. As the parade passed through, the Christmas Lights were switched on. This event concluded with a free carol service in Gloucester Cathedral.

**Review of Council-funded Festival & Event activities in 2017/18**

The Rotary Club of Gloucester organised performances that took place around the Tree of Light on 26 November and 9 December, with our Mayor and Sheriff, The Mayor of Barton and BBC Radio Gloucestershire all supporting the ‘switching on’ activity. These events raised money to support Rotary Club charities and helped add to pre-Christmas activity in the City centre.

FEI evaluated the Lantern Procession as part of the Review of Major Events & Festivals in Gloucester. MGL’s own review noted different formats of this established community-based event have been trialled over a number of years and 2017’s event was as popular as ever.

**18. Local Community events**

MGL provided sponsorship for the Gloucester Battle of the Bands contest, a collaborative venture between Café Rene and Gloucester Guildhall. The winning act was given a place at the Guildhall’s Underground festival.

MGL also sponsored the 2017 [Believe in Gloucester](#) Awards jointly with the City Council.

**19. Additional Events organised and/or supported by MGL**

<b>Event</b>	<b>Lead organisation</b>	<b>MGL outputs/ support for event</b>
Gloucester Quays Spring Fest, Food Festival and Victorian Market	Gloucester Quays	Marketing
Gloucester Beer Festival	CAMRA	Marketing and GL Card offers
Dragon Boat Race	Rotary	Marketing
Chaplin’s Circus	Chaplin’s Circus	Licensing
Gloucestershire Pride	LGBT+ community	Advisory/Licensing
Race 4 Life		Licensing

**Review of Council-funded Festival & Event activities in 2017/18**

Gloucester 10K	Davies and Partners	Licensing/ promotion
Classical Music Festival	Sebastian and Vicki Field	Promotion/ sponsorship/ staff/ licensing
Jamaican Independence Day	Tyler Atwood	Sponsorship/ mentoring/ staff / provision of infrastructure
MSB Dance Battle		Staff
Diversity Festival	Valerie Simms	Marketing and GL Card offers

**20. Additional Funding committed by MGL**

MGL spent £412k, excluding staff and other operating costs, on its Festival & Event activities in 2017; this is likely to rise to approx. £427k by the end of March 2018. MGL's total expenditure for 2017-18 is expected to be £710k and includes approximately £283k on overheads, the provision of other services such as tourism, maintaining city websites, social media, and supporting the successful launch of Gloucester BID. This expenditure was partly covered by the City Council's £348k grant payment and MGL successfully raised the £362k difference through commercial income and sponsorship.

**21. History Festival: 2 – 17 September**

This year's programme featured 201 events, including the Gloucester Day parades and workshops on family history, city history, old handwriting and calligraphy. Also talks and tours on local places of interest, musical recitals, drama, a family day and nine days of Blackfriars talks, some by prominent experts: Tony Robinson, Dan Snow, Ken Clarke, Roy Hattersley and the festival president, Janina Ramirez.

24 organisations/ community groups were involved in organising the City Voices (local history) part of the programme. A total of 3829 people attended these events.

The Civic Trust organised the Heritage Open Days part of the programme, which benefits from English Heritage's national marketing campaign. Gloucester came 3<sup>rd</sup> in the country for numbers of events this year, beaten only by Oxford and Norwich.

**Review of Council-funded Festival & Event activities in 2017/18**

The Blackfriars Talks were very successful and there was a 153.5% increase in ticket sales, compared to last year. For the first time, eight talks sold out and two talks had less than ten tickets left.

The History Festival board, chaired by Richard Graham MP, employed 3 members of staff this year: a festival coordinator; a fundraiser and sponsor manager; and a curator for the Blackfriars programme, funded by Festival income and Great Place.

MGL provided promotional support for this event.

Work is already well underway for the 2018 festival.

A full report is available on request from [mhairi.smith@gloucester.gov.uk](mailto:mhairi.smith@gloucester.gov.uk)

FEI evaluated this event as part of the Review of Major Events & Festivals in Gloucester.

**22. Three Choirs Festival**

The Council set aside £5,000 as an annual contribution towards the development of this annual touring festival, helping to ensure it is bigger and better each time it visits Gloucester.

MGL staff met with organisers to ensure the festival will be promoted more locally than in previous years.



**Proposed Schedule of Council-funded Festival & Event Activities in 2018/19**

**1. Strike A Light Festival: 21 – 27 March and October (dates for the latter TBC)**

A contemporary performance festival organised by Strike A Light (ref Festivals & Events (F&E) Report paragraph 3.4.4).

MGL will provide promotional support for SAL's year-round programme, including the two-part SAL Festival.

**2. Residents' Weekend: 6 – 8 April**

Annual event organised and promoted by MGL (ref. Appendix 1 paragraph 1).

MGL will also lead and provide promotional support for the launch of the 'EngageInGloucester' Volunteer Makers website (ref F&E Report paragraph 3.7), currently scheduled to happen during Residents' Weekend.

**3. 1100<sup>th</sup> Anniversary of the death of Aethelflaed: 8 – 10 June**

Events and activities developed by the Festivals & Events steering group to celebrate the life and achievements of Aethelflaed, daughter of Alfred the Great, (ref F&E Report paragraph 3.4.1).

MGL will: produce events and activities that help to deliver the steering group's agreed narratives and outcomes for the Aethelflaed programme; fundraise for these events and activities; create a marketing plan and promote the Anniversary festival and the steering group's Aethelflaed programme; and take part in the steering group's evaluation activities.

**4. Summer of Music, Arts & Culture (SoMAC) June – August**

The third year of the MGL-initiated umbrella brand for all festivals taking place in the city over the summer (ref appendix 1 paragraph 6).

MGL will programme Art in the City activities on the weekend of 14 – 15 July from sponsorship and will support marketing and branding for the SoMAC festival. City council funding will be primarily used to develop and support Kings Jam / Urban weekender activities which form part of SoMAC with MGL collaborating closely with partners to maximise the impact of the programme. Whilst the Festivals and Events review has not yet been published, we are aware that these events are a recommended area of growth, not least from

the recently announced partnership with the Roundhouse which is working with and supporting our young people.

**5. Commemorating the RAF Centenary in Gloucester**

Weekend of city centre activities for all ages, organised by the RAF 100 Project Team Leader for RAFA Gloucester.

Gloucester City Council to make £1k contribution towards the costs of this event.

**6. 375<sup>th</sup> Anniversary of the lifting of the Siege of Gloucester: 1 – 16 Sept**  
Events and activities developed by the Festivals & Events steering group to celebrate the lifting of the Siege of Gloucester (ref paragraph 3.7).

MGL will: produce events and activities that help to deliver the steering group's agreed narratives and outcomes for the Siege programme: fundraise for these events and activities; promote the Siege festival and the steering group's Siege programme; and take part in the steering group's evaluation activities.

**7. Gloucester History Festival**

Annual event organised and promoted by Gloucester History Trust (ref Appendix 1 paragraph 23) with a £10k contribution from the City Council and supported by Great Place funding. It starts with Gloucester Day, includes the Heritage Open Days organised by the Civic Trust, the week long programme of City Voices where local communities get involved to celebrate their history and a nine day programme of talks at Blackfriars.

MGL will provide promotional support.

**8. Stunt Shows: 22 and 28 July**

A range of circus-themed stunt activities in Gloucester Park, building on the stunt shows MGL staged at short notice in 2017. Once again, these will take place when the funfair is on.

MGL will produce and promote the event, targeting a wider audience than last year.

**9. Gloucester Carnival: 21 July**

Annual long-standing event (ref appendix 1 paragraph 10).

MGL will lead the Carnival Committee to organise this event and give some of its Council funding to community groups, to be used as match funding for bids to develop Carnival activities and train local artists in carnival arts. Other MGL support will include: licencing; stewarding; promotion; organising the Civic Bus; and police liaison.

**10. Gloucester International Rhythm and Blues Festival: 28th July – 4 Aug**

Annual event (ref Appendix 1 paragraph 12).

MGL will provide funding for the programmer; print programmes; and promote the event via social media and the MGL website.

**11. Fireworks: 4 August**

An annual event that attracts over 10,000 people to Gloucester Park (ref Appendix 1 paragraph 13).

MGL will procure the firework display and organise/ promote this event.

**12. Gloucester Goes Retro: 25 August**

Popular annual event organised by Councillor Colin Organ (ref Appendix 1 paragraph 15).

MGL will provide promotional, administrative and event organisation/ delivery support.

**13. Gloucester Day: 1 September**

Annual event organised by Alan Myatt (ref appendix 1 paragraph 16).

MGL will assist with event organisation and delivery, and provide entertainment, equipment.

**Proposed Schedule of Council-funded Festival & Event Activities in 2018/19**

**14. Christmas Lantern Procession: 18 November, and Tree of Light Celebrations 24 November and 8 December**

Annual events organised respectively by MGL and the Rotary Club of Gloucester (ref appendix 1 paragraph 17).

MGL will also promote both events and provide the Tree of Light stage.

**15. Local Media/Community event BiG**

Sponsorship of the Believe in Gloucester awards, jointly with the City Council (ref Appendix 1 paragraph 20).

**16. Three Choirs Festival**

The Council will set aside £5,000 as an annual contribution towards the development of this annual touring festival, helping to ensure it is bigger and better each time it visits Gloucester.

**17. Development Activities**

As a member of the Great Place (Strand 6) Festivals & Events steering group (ref F&E Report paragraph 3.3), MGL will work with Gloucester Culture to develop and implement an action plan that responds to recommendations in the FEI report on major festivals and events in Gloucester (ref F&E Report paragraph 3.3). This work will include planning for Tall Ships 2019.