



# DECISION RECORD

# Gloucester City Council

**Publication Date** 6 December 2018

<b>Decision Of</b>	Cabinet		
<b>Date of Decision</b>	05 December 2018	<b>Item No.</b>	7
<b>Title</b>	Community Building in Gloucester		
<b>Report Of</b>	Cabinet Member for Communities and Neighbourhoods (Councillor Jennie Watkins)		
<b>Report Author</b>	Anne Brinkhoff, Corporate Director		
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	No

**DECISION:**

**RESOLVED to:**

- (1) Agree the vision, mission and principles for a longer-term approach to community building in Gloucester.
- (2) Approve the establishment of a formal partnership agreement with Barnwood Trust to deliver community building in the short-term and to delegate authority to the Corporate Director (Partnerships) in consultation with the Cabinet Member for Communities and Neighbourhoods to finalise arrangements.
- (3) Note the budget, financing and the longer term financial approach to deliver community building in Gloucester.
- (4) Authorise the Corporate Director (Partnerships) to work towards setting up a separate legal entity such as a Community Interest Company (CIC) to undertake community building and to bring a further report back to Cabinet.
- (5) Authorise the Corporate Director (Partnerships) to explore the feasibility of transferring the Gloucester Lottery into a future CIC.
- (6) Commit the 'Your Gloucester' budget (£10k pa) to the project for two years
- (7) Commit £5k per annum of the Gloucester Lottery central fund to the project for two years.
- (8) Acknowledge that fundraising continues, but agree to cover any shortfall for the first two years as set out in section 8 of the report.
- (9) Undertake a piece of work on what input the community can have on community building

(10) Organise a development session for Elected Members to explore Asset Based Community Development and Community Building more fully and that endeavours are made for it to include all Members.

**REASON FOR DECISION:**

Community Building is fundamentally inclusive. By setting up an independent CIC we give Community Builders the ability to work across the whole City with everyone, rather than being places within an organisation with specific objectives (inclusion, disability, health, etc.).

The success of the project is dependent on City wide buy in and support of the approach. Working in close partnership in this way ensures partners are fully bought in to the project.

Seconding staff in to the project protects staff and minimises the risk for all parties, including the CIC.

The Gloucester Lottery and the 'Your Gloucester' ABCD fund were established to create opportunities for community groups and voluntary sector partners to carry out community activities. This is thought to be well placed within the CIC as a mechanism for supporting new and evolving community activity quickly and efficiently.

**ALTERNATIVE OPTIONS CONSIDERED:**

Setting up a dedicated council team to deliver Community Building was considered which has been tried before. This approach does not have the independence required for community work of this nature and the risk is that communities will not engage with the Community Builders as they are seen as part of the Council

Setting up a company, wholly owned by the Council was considered, however, we do not consider that this would be viewed to be independent of the Council and it may still be unable to apply for some funding.

**OTHER RELEVANT MATTERS CONCERNING THE DECISION:**

None

**CONFLICTS OF INTEREST (including any dispensations granted):**

None

**SCRUTINY (including details of call-in procedure where applicable):**

This decision will come into force at the expiry of 5 working days from the date of the publication of the decision.

Call-in Deadline: 14 December 2018

**CONFIRMED AS A TRUE RECORD:**

We certify that the decision this document records was made in accordance with the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 and is a true and accurate record of that decision:

**Decision Maker:**

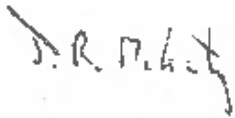
Councillor Paul James  
Leader of the Council



**Date:** 05 December 2018

**Proper Officer:**

Jon McGinty  
Managing Director



**Date:** 05 December 2018



# DECISION RECORD

# Gloucester City Council

Publication Date 6 December 2018

<b>Decision Of</b>	Cabinet		
<b>Date of Decision</b>	05 December 2018	<b>Item No.</b>	8
<b>Title</b>	Draft Budget Proposals (including Money Plan and Capital Programme)		
<b>Report Of</b>	Cabinet Member for Performance and Resources (Councillor Hannah Norman)		
<b>Report Author</b>	Jon Topping, Head of Policy and Resources		
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	No
<b>DECISION:</b> <b>RESOLVED</b> that:  <p>(1) That the assumptions contained in the Council's draft Money Plan from 2019/20 to 2023/24 and revisions to the draft revenue budget be approved.</p> <p>(2) That the uncertainties regarding future incomes, as shown in this report and Appendix 1, and the need to update the Draft Money Plan when there is more certainty regarding Central Government financing, be noted.</p>			
<b>REASON FOR DECISION:</b> To review the Money Plan that sets out the Council's strategic approach to the management of its finances, and presents indicative budgets and Council Tax levels for the medium term and comments on the significant financial risks facing the Council in the forthcoming years and explains what the Council is doing to reduce those risks.			
<b>ALTERNATIVE OPTIONS CONSIDERED:</b> The Council must set a balanced budget in time to start collecting Council Tax by 1 <sup>st</sup> April 2019. Alternative proposals put forward for budget savings will be considered as part of this process.			
<b>OTHER RELEVANT MATTERS CONCERNING THE DECISION:</b> None			
<b>CONFLICTS OF INTEREST (including any dispensations granted):</b> None			
<b>SCRUTINY (including details of call-in procedure where applicable):</b> This decision will come into force at the expiry of 5 working days from the date of the publication of the decision. Call-in Deadline: 14 December 2018			

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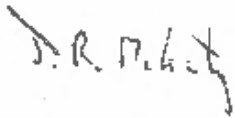
Councillor Paul James  
Leader of the Council



**Date:** 05 December 2018

**Proper Officer:**

Jon McGinty  
Managing Director



**Date:** 05 December 2018



# DECISION RECORD

# Gloucester City Council

Publication Date 6 December 2018

<b>Decision Of</b>	Cabinet		
<b>Date of Decision</b>	05 December 2018	<b>Item No.</b>	9
<b>Title</b>	Financial Monitoring Quarter 2 Report		
<b>Report Of</b>	Cabinet Member for Performance and Resources (Councillor Hannah Norman)		
<b>Report Author</b>	Jon Topping, Head of Policy and Resources		
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	No
<b>DECISION:</b> <b>RESOLVED</b> that it be noted that:  <ul style="list-style-type: none"><li>(1) The savings achieved in year to date total £150k with a further £197k in progress.</li><li>(2) The forecast year end position is currently for a reduction to the Council's General Fund balance of £28k against a budgeted increase of £163k.</li><li>(3) The details of specific budgetary issues identified by officers and the actions being taken to address those issues</li><li>(4) The current level of Capital expenditure as shown on Appendix 2</li></ul>			
<b>REASON FOR DECISION:</b> 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.			
<b>ALTERNATIVE OPTIONS CONSIDERED:</b> When considering how to reduce budgetary pressure or make savings officers explore a wide range of options.			
<b>OTHER RELEVANT MATTERS CONCERNING THE DECISION:</b> None			
<b>CONFLICTS OF INTEREST (including any dispensations granted):</b> None			
<b>SCRUTINY (including details of call-in procedure where applicable):</b> This decision will come into force at the expiry of 5 working days from the date of the publication of the decision.			

Call-in Deadline: 14 December 2018

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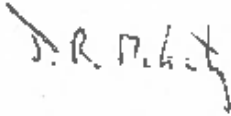
Councillor Paul James  
Leader of the Council



**Date:** 05 December 2018

**Proper Officer:**

Jon McGinty  
Managing Director



**Date:** 05 December 2018



# DECISION RECORD

# Gloucester City Council

**Publication Date** 6 December 2018

<b>Decision Of</b>	Cabinet		
<b>Date of Decision</b>	05 December 2018	<b>Item No.</b>	10
<b>Title</b>	Treasury Management Six Monthly Update 2017/18		
<b>Report Of</b>	Cabinet Member for Performance and Resources (Councillor Hannah Norman)		
<b>Report Author</b>	Jon Topping, Head of Policy and Resources		
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	No
<b>DECISION:</b>			
<b>RESOLVED</b> that the contents of the report be noted.			
<b>REASON FOR DECISION:</b>			
The CIPFA (Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management recommends that members be updated on treasury management activities regularly (TMSS, annual and midyear reports). This report covers the six months 1 <sup>st</sup> April 2018 to 30 <sup>th</sup> September 2018 and therefore, ensures this Council is implementing best practice in accordance with the Code.			
<b>ALTERNATIVE OPTIONS CONSIDERED:</b>			
None			
<b>OTHER RELEVANT MATTERS CONCERNING THE DECISION:</b>			
None			
<b>CONFLICTS OF INTEREST (including any dispensations granted):</b>			
None			
<b>SCRUTINY (including details of call-in procedure where applicable):</b>			
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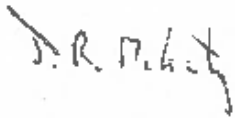
Councillor Paul James  
Leader of the Council



**Date:** 05 December 2018

**Proper Officer:**

Jon McGinty  
Managing Director



**Date:** 05 December 2018



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# Gloucester City Council

**Publication Date** 6 December 2018

<b>Decision Of</b>	Cabinet		
<b>Date of Decision</b>	05 December 2018	<b>Item No.</b>	11
<b>Title</b>	Performance Monitoring Quarter 2 Report		
<b>Report Of</b>	Cabinet Member for Performance and Resources (Councillor Hannah Norman)		
<b>Report Author</b>	Tanya Davies, Policy and Governance Manager		
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	No
<b>DECISION:</b>  <b>RESOLVED</b> that the Quarter 2 Performance Report 2018/19 at Appendix 1 be noted.			
<b>REASON FOR DECISION:</b>  The Council is committed to embedding a culture of performance management across the organisation and this report provides Members with an overview of corporate performance during the second quarter of 2018/19.			
<b>ALTERNATIVE OPTIONS CONSIDERED:</b> There are no alternative options.			
<b>OTHER RELEVANT MATTERS CONCERNING THE DECISION:</b> None			
<b>CONFLICTS OF INTEREST (including any dispensations granted):</b> None			
<b>SCRUTINY (including details of call-in procedure where applicable):</b> This decision will come into force at the expiry of 5 working days from the date of the publication of the decision. Call-in Deadline: 14 December 2018			

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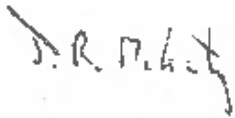
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Managing Director



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# DECISION RECORD

# Gloucester City Council

Publication Date 6 December 2018

<b>Decision Of</b>	Cabinet		
<b>Date of Decision</b>	05 December 2018	<b>Item No.</b>	12
<b>Title</b>	Strategic Risk Register Update		
<b>Report Of</b>	Cabinet Member for Performance and Resources (Councillor Hannah Norman)		
<b>Report Author</b>	Stephanie Payne, Group Manager, Audit, Risk and Assurance		
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	No

## DECISION:

**RESOLVED** that the Strategic Risk Register be noted and endorsed.

## REASON FOR DECISION:

The Risk Management Policy Statement and Strategy includes the following role and responsibility for Cabinet 'Endorse the content of the Strategic Risk Register and proposed risk mitigation plans, and monitor implementation'.

The report aims to meet this requirement and support Member delivery of their relevant roles and responsibilities.

## ALTERNATIVE OPTIONS CONSIDERED:

The alternative option is not to present the Strategic Risk Register to Members. This option is not compliant with the CIPFA: Audit Committees Practical Guidance for Local Authorities and Police (2018) and does not support strategic risk awareness or informed prudent decision making.

## OTHER RELEVANT MATTERS CONCERNING THE DECISION:

None

## CONFLICTS OF INTEREST (including any dispensations granted):

None

## SCRUTINY (including details of call-in procedure where applicable):

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Call-in Deadline: 14 December 2018

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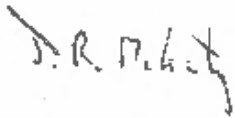
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Managing Director



**Date:** 05 December 2018



# DECISION RECORD

# Gloucester City Council

**Publication Date** 6 December 2018

**Decision Of**

Cabinet

**Date of Decision**

05 December 2018

**Item No.**

13

**Title**

Risk Based Verification

**Report Of**

Cabinet Member for Performance and Resources (Councillor Hannah Norman)

**Report Author**

Alison Bell, Intelligent Client Officer (Revenues & Benefits)

**Wards Affected**

All Wards

**Key Decision**

No

**DECISION:**

**RESOLVED:**

- (1) That the reviewed Risk Based Verification Policy for verifying Housing Benefit and Council Tax Support claims be approved.
- (2) That the reviewed Risk Based Verification Policy as at December 2018 be approved for immediate implementation.

**REASON FOR DECISION:**

The policy must be reviewed periodically to ensure it remains compliant in line with DWP guidance and creates the best experience for our Housing Benefit and Council Tax Support customers.

**ALTERNATIVE OPTIONS CONSIDERED:**

None

**OTHER RELEVANT MATTERS CONCERNING THE DECISION:**

None

**CONFLICTS OF INTEREST (including any dispensations granted):**

None

**SCRUTINY (including details of call-in procedure where applicable):**

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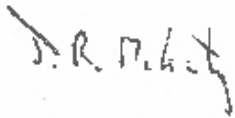
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Managing Director



**Date:** 05 December 2018



# DECISION RECORD

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**Publication Date** 6 December 2018

<b>Decision Of</b>	Cabinet		
<b>Date of Decision</b>	05 December 2018	<b>Item No.</b>	14
<b>Title</b>	Regeneration at Kings Quarter		
<b>Report Of</b>	Cabinet Member for Regeneration and Economy (Councillor Paul James)		
<b>Report Author</b>	Ian Edwards, Head of Place		
<b>Wards Affected</b>	Westgate	<b>Key Decision</b>	Yes

## DECISION:

### RESOLVED that:

- (1) the following activities are approved to assist in achieving the delivery and discharge of likely planning conditions for a newly refurbished Kings Square by the Autumn of 2020-
  - a) Procurement of a demolition contractor to remove the former Furniture Recycling Project part of Grosvenor House and the old bus station structures.
  - b) Procurement of archaeological and soil investigations for the proposed sites of Plot 1, 2 and 4.
  - c) Procurement of a below ground geotechnical survey to agree the foundation structure for a new substation on Plot 2.
  - d) Procurement of a Construction Design Management (CDM) Principal Designer. This is a legal requirement and must be in place prior to commencement of works on Kings Square and the wider quarter.
  - e) Satisfaction of various planning conditions associated with Kings Square likely to include archaeological surveys, ground investigations and detailed construction drawings to enable the procurement of the contractors by Autumn 2019.
  - f) Appointment of a legal advisor to provide assistance with the development of the S106 agreement.
- (2) it is noted that subject to any necessary consents being obtained and the bids from the procurements listed in recommendation (1) being in budget, the Head of Place, in consultation with the Council Solicitor, will award the



contracts to enable those works to be undertaken before determination of the planning application.

- (3) it is noted that the cost of refurbishing Kings Square is included in the Council's draft capital programme to be presented to Full Council in February 2019. Further budget will need to be identified for the next phases of the regeneration programme. Preliminary Enabling Works associated with this have been listed in Appendix A Table 2 of the report.

**REASON FOR DECISION:**

To enable the officers and the Project Manager to discharge the potential planning conditions required to bring forward Kings Square for redevelopment by Autumn 2019 and therefore enable delivery of the new square by Autumn 2020.

Now that the new bus station is open, the original bus station will be redundant and has been secured. If we can progress the demolition of these structures, this will provide an essential opportunity to gain access for archaeological investigations required as part of the planning conditions. The Project Manager has worked closely with the Consultant Team and the Council Archaeologist to develop a specification which represents value for money and reduces risk for the Council as landowner.

In addition, if we consider the simultaneous removal of the old Furniture Recycling Project store forming part of Grosvenor House, this will enable the creation of a relocation site for the main substation located on the ground floor of Grosvenor House. Until this substation is successfully relocated the demolition and further development of the site is not feasible.

Satisfaction of the planning conditions will need to be discharged prior to any commencement on site. These include the completion of the arts strategy and is also likely to include the management of various art competitions to identify designs of several art installations planned for the Square.

In order to finalise the delivery strategy and analyse the best course of action for the Council, further specialist legal and property advice will be required and provided by JLL and One Legal. In addition, risk will be further reduced by investment in marketing of the planning consent and the development space it will provide. Securing pre-lets of the new Multi-Storey Car Park in Plot 2 as well as stimulating interest in office and hotel uses for Plot 4 will help to crystalize the best delivery mechanism and the quantum of capital borrowing that may be required.

**ALTERNATIVE OPTIONS CONSIDERED:**

N/A

**OTHER RELEVANT MATTERS CONCERNING THE DECISION:**

None

**CONFLICTS OF INTEREST (including any dispensations granted):**

None

**SCRUTINY (including details of call-in procedure where applicable):**

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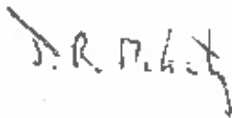
Councillor Paul James  
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Jon McGinty  
Managing Director



**Date:** 05 December 2018

## **CALL-IN PROCEDURE**

Call-in should only be used in exceptional circumstances, such as where Members have evidence which suggests that the Cabinet did not take the decision in accordance with the principles set out in Article 13 (Decision Making) of the Council's Constitution.

Call-in of a decision must be requested within five working days of the publication of an executive decision. The request must be communicated in writing to the Corporate Director of Resources by at least five Members of the Council.

Implementation of a decision that has been called-in is suspended until such time as it has been considered by the Overview & Scrutiny Committee and re-considered by the Cabinet in light of the Overview & Scrutiny Committee's conclusions and any recommendations.

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If you have any queries about the content of Decision Records please contact:

Tanya Davies  
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