



## Overview and Scrutiny Committee

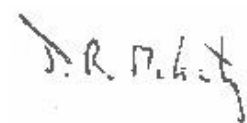
**Meeting: Monday, 4th October 2021 at 6.30 pm in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP**

<b>Membership:</b>	Cllrs. Field, Pullen, Lewis, Wilson, Ackroyd, Castle, S. Chambers, Dee, Durdey, Evans, Hilton, Kubaszczyk, Organ, O'Donnell, Padilla and Zaman
<b>Contact:</b>	Democratic and Electoral Services 01452 396126 <a href="mailto:democratic.services@gloucester.gov.uk">democratic.services@gloucester.gov.uk</a>

### 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</b> (Pages 5 - 14)  To approve as a correct record the minutes of the meeting held on 6 <sup>th</sup> September 2021.
<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>

<b>7.</b>	<b>ACTION POINTS ARISING FROM PREVIOUS MEETINGS</b> (Pages 15 - 18)  To note the outcomes of action points arising from previous meetings.
<b>8.</b>	<b>OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME AND COUNCIL FORWARD PLAN</b> (Pages 19 - 44)  To receive the latest version of the Committee's work programme and the Council's Forward Plan.
<b>9.</b>	<b>WASTE STREET SCENE AND GROUNDS MAINTENANCE SERVICES - TRANSITIONAL PROGRESS</b> (Pages 45 - 54)  To receive an update on the transitional progress of the Waste Street Scene and Grounds Maintenance Services contract.
<b>10.</b>	<b>DRAFT COUNCIL PLAN 2021-2024</b> (Pages 55 - 62)  To consider the report of the Leader of the Council presenting the draft Council Plan 2021-2024.
<b>11.</b>	<b>CITY COUNCIL ENERGY COSTS AND REDUCTION PROJECTS ANNUAL REPORT</b> (Pages 63 - 68)  To consider the report of the Leader of the Council informing Members of the Council's energy costs and projects to reduce energy usage.
<b>12.</b>	<b>ARMED FORCES COMMUNITY COVENANT UPDATE</b> (Pages 69 - 76)  To consider the report of the Cabinet Member for Communities and Neighbourhoods providing an update on the support offered to current and former members of the armed forces, reservists and their families as part of the commitment to the Gloucestershire Armed Forces Community Covenant.
<b>13.</b>	<b>DATE OF NEXT MEETING</b>  Monday 1 <sup>st</sup> November 2021 at 6.30pm in Civic Suite, North Warehouse.



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

**Date of Publication: Friday, 24 September 2021**

## 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.

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### **Recording of meetings**

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

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- 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, 6th September 2021

**PRESENT** : Cllrs. Field, Pullen, Lewis, Wilson, Ackroyd, Castle, Dee, Durdey, Evans, Hilton, Kubaszczyk, Organ and Tracey

### **Others in Attendance**

Leader of the Council and Cabinet Member for Environment,  
Councillor Richard Cook  
Deputy Leader and Cabinet Member for Performance and  
Resources, Councillor Hannah Norman

Managing Director  
Head of Policy and Resources  
Democratic and Electoral Services Team Leader  
Democratic and Electoral Services Officer

**APOLOGIES** : Cllrs. S. Chambers and O'Donnell

### **18. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **19. DECLARATION OF PARTY WHIPPING**

There were no declarations of party whipping.

### **20. MINUTES**

**RESOLVED** – That the minutes of the meeting held on Monday 5<sup>th</sup> July 2021 were approved and signed as a correct record by the Chair.

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

There were no public questions.

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

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There were no petitions and deputations.

**23. ACTION POINTS ARISING FROM PREVIOUS MEETINGS**

- 23.1 The Chair introduced the new agenda item and explained that the purpose was to provide Members with an update on action points arising from previous Overview and Scrutiny Committee meetings. He noted that a useful infographic had been provided to help Members signpost homelessness advice and explain the support available for people who had been made homeless. The Chair also noted that a breakdown of lost income in Cultural and Leisure Services had been provided and that the figures were as expected due to Coronavirus restrictions enforcing the closure of cultural venues. He noted his hope that that these figures would improve going forward, in line with the lifting of these restrictions.
- 23.2 Referring to the Gloucester Goes Retro Festival which had taken place on Saturday 28<sup>th</sup> August 2021, Councillor Tracey expressed the view that it was an excellent day and asked where the money collected through charity collection boxes would be donated. Councillor Organ confirmed that the money would be donated to the Mayor's charities, and recipients would include the local MS Therapy Centre, Cancer Research UK and the Alzheimer's Society.
- 23.3 Councillor Lewis asked whether the Overview and Scrutiny Committee could have sight of the footfall figures for recent events which were taking place in the city, including the Gloucester Retro Festival, Gloucester Day and Gloucester Pride Day. It was explained that there were clicker systems in place to monitor the number of people attending these events, but Members acknowledged that it would be difficult to provide an exact figure. It was agreed that officers would request that estimated footfall figures be included in future Festivals and Events reports for the Committee to note.
- 23.4 The Chair explained that the Group Leads had pointed out that there was no formal avenue to update Members on the outcomes of Council Motions, and whether actions which had been agreed during Council meetings had been followed through. He asked for views from the Committee as to whether Members would like this to be included as a regular standing agenda item at Overview and Scrutiny Committee meetings.
- 23.5 Referring to the timescale for asking officers for updates on the actions resulting from Council Motions, Councillor Pullen noted that the Group Leads had proposed a 6-month time frame between a motion being accepted and the Overview and Scrutiny Committee requesting an update.
- 23.6 Councillor Wilson noted his support for the idea and commented that it would be useful to have a review of action points from previous Council meetings.
- 23.7 Councillor Hilton noted that he was in favour of the idea and shared the view that it would be useful for the updates to be in the public domain so that any members of the public who were interested in the outcomes of Council Motions could easily find them. Councillor Hilton also suggested that the

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Committee ask for concise updates so as not to add excessively to officers' workloads.

- 23.8 Councillor Lewis suggested that the Committee only request updates on Council Motions which had been accepted and it was agreed that this would be added to future Overview and Scrutiny Committee agendas as a standing item.
- 23.9 Councillor Hilton referred to the update provided on the installation of external defibrillators (3) and asked for a timeframe as to when discussions were likely to take place with ward Councillors for the areas where defibrillator gaps had been identified. The Leader of the Council and Cabinet Member for Environment noted that £6,000 had already been set aside and expressed the view that it would be sensible to use this funding which had been made available. The Chair noted that Councillors were occasionally approached by community organisations, such as local football teams, and commented that there may be a willingness from the community to get involved. It was agreed that an update on discussions with ward Members would be provided in due course.

**RESOLVED** – That the Overview and Scrutiny Committee **NOTE** the update.

## **24. OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME AND COUNCIL FORWARD PLAN**

- 24.1 The Chair introduced the latest version of the Council Forward Plan and invited suggestions from Members as to items which they would like to see on the Work Programme over the coming months.
- 24.2 Councillor Hilton requested that the Overview and Scrutiny Committee consider the Future of Tourism and Destination Marketing Team report and it was agreed that this item would be added to the Work Programme for the meeting on Monday 1<sup>st</sup> November 2021.
- 24.3 Councillor Hilton also asked whether the Committee could examine the report relating to the disposal of the public open space at Cross Keys Rest Garden. He noted that he was interested in ensuring that due processes were followed and suggested that the Committee could consider whether processes needed to be more robust going forward.
- 24.4 The Managing Director noted that the Cabinet had previously decided to defer the item as further work needed to be undertaken to allow Cabinet Members to consider the processes which were followed in relation to the disposal of the land.
- 24.5 Councillor Hilton expressed concern that the developer had undertaken work on the land whilst the public consultation was still ongoing and noted his view that the Overview and Scrutiny Committee should consider this item so that

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Committee Members could also understand the processes and be reassured that the correct protocols were followed.

- 24.6 The Leader of the Council explained that the occupation was an error on the part of the Developer and that as soon as officers learned of the Developer's action, the Council intervened to instruct them to stop work at once which they then did. The Leader of the Council reiterated that Cabinet had asked to review the matter and that Cabinet Members would consider the report at a future meeting. It was agreed that the Cross Keys Rest Garden report would be added to the Work Programme and a date would be confirmed in due course.

#### **RESOLVED –**

- 1) That the Overview and Scrutiny Work Programme be amended to reflect the above and
- 2) To **NOTE** the Work Programme

## **25. MEMBERSHIP OF UK100 AND GLOBAL COVENANT OF MAYORS FOR CLIMATE AND ENERGY**

- 25.1 The Leader of the Council introduced the report and explained that its purpose was to consider whether Gloucester City Council should join the membership of the UK100 network, which would involve bringing forward the City Council's net zero carbon commitment by five years to 2045, and the Global Covenant of Mayors for Climate and Energy. The Leader of the Council stated that the Council had declared a climate emergency back in 2019, and noted that it would be sensible for the City Council to bring forward Gloucester's target of net zero by 2045 alongside the County Council.
- 25.2 The Leader of the Council explained that UK100 is a network for locally elected leaders who had committed to join the effort to avoid the worst impacts of climate change. He confirmed that the administration had an ambition to be at the leading edge of climate change action and noted that joining the Global Covenant of Mayors for Climate and Energy would help the Council maintain a long-term vision to combat climate change.
- 25.3 The Chair noted his endorsement of the report and commented that in his view, it made sense to align with the County Council as the responsible authority for highways. The Chair expressed the view that the Council faced a conflict between welcoming income from parking as this contributed to footfall in the city, and tackling climate change. He asked the Leader of the Council whether the administration had plans for encouraging the use of public transport.



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- 25.4 The Leader of the Council referred to the predicted increased use of electric cars over the coming years and noted that one option might be to install more charging points in off-street carparks in the city.
- 25.5 Councillor Wilson welcomed the proposals and asked for further information about how the organisations would engage with the Council and how much of a role the Council would be expected to play. In relation to the mandatory monitoring reports referred to at 3.8(2) and 3.12, Councillor Wilson asked whether these reports could be combined to make the best use of resources.
- 25.6 The Leader of the Council noted that the City Council had only recently appointed a Climate Change Manager and he had not yet seen details about the level of engagement expected from local authorities. The Managing Director confirmed that he was not aware of any conflict between the two reporting systems but explained that if the Council were to become a signatory to the Global Covenant of Mayors for Climate and Energy, the organisation would provide a framework for the Council to follow. The Managing Director noted that this would provide a structure to assist the Council develop a Sustainable Energy Action Plan. He also noted that the Climate Change Strategy which the Council had chosen to adopt had been used by other cities.
- 25.7 In response to a question from Councillor Pullen about the Council's climate change targets, the Leader of the Council confirmed that the targets were already set out in the report. He noted that although authorities may have the same targets, such as reaching net zero carbon by 2045, Councils may have different proposals on the steps and processes to meet those targets.
- 25.8 Councillor Hilton referred to paragraphs 3.9 and 3.14 in the report confirming that there were no membership fees for joining UK100 and the Global Covenant of Mayors for Climate and Energy. He expressed the view that a lack of joining fee was unusual and invited comments from the Leader of the Council.
- 25.9 The Leader of the Council responded that it was possible that the organisations had received funding from central Government to support their funding models. The Managing Director further explained that with a network of business support, it was possible that they received private sector and central government subsidies.
- 25.10 In response to a further question from Councillor Hilton about how useful the annual reports would be for UK100, the Leader of the Council commented that regardless of whether or not the reports were useful for UK100, the reports would certainly be useful for the Council as they would help the Council measure its own performance against the climate change targets and also its performance against neighbouring Councils.

**RESOLVED** that –

The Overview & Scrutiny Committee **RECOMMENDS** that

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- (1) When this item is considered at the Council meeting on 23 September 2021, further details be provided as to the funding models of the UK100 network and Global Covenant of Mayors for Climate and Energy.

**26. FINANCIAL MONITORING QUARTER 1 REPORT**

- 26.1 The Cabinet Member for Performance and Resources introduced the report and confirmed that the purpose was to provide an update on the Council's current financial position against the agreed budget for the 2021/22 financial year. She confirmed that the forecast for the year-end position for the current financial year was an increase to the General Fund balance of £173k against a budgeted increase of £123k, resulting in a surplus of £50k.
- 26.2 The Cabinet Member for Performance and Resources confirmed that there were significant variances in budget between Cabinet portfolios. She noted that the forecast variance for the Performance and Resources portfolio was currently £1,560m. Referring to the £30m of Housing Subsidy payments, she confirmed an expected budgetary pressure of £183k but confirmed that this would be balanced out by other portfolios. The Cabinet Member for Performance and Resources expressed the view that she was cautiously optimistic about the Quarter 1 figures.
- 26.3 Councillor Pullen referred to the reduced income from parking outlined at 5.4 of the report. He noted that more people may be using public transport for environmental reasons and commented that there was less footfall in the city generally as many people were still working home. Councillor Pullen asked for the Cabinet Member's views as to whether this was a concern, and whether consideration had been given to adjusting to a more realistic target.
- 26.4 The Cabinet Member for Performance and Resources noted that any long-term change in consumer demand for car parking spaces was outside of the Council's control, however she suggested that if people were changing their vehicles to electric cars for environmental reasons, a solution might be to alter the facilities at existing car parks to include more charging points. Referring to recent events which had taken place in the city, the Cabinet Member for Performance and Resources noted that there were encouraging trends relating to footfall in the city centre. The Head of Policy and Resources reiterated that the report outlined figures relating to Quarter 1, and highlighted there were still some Covid-19 restrictions in place during the Quarter 1 period which would have had an impact on footfall in the city. The Head of Policy and Resources noted that if there was a long-term reduction in income from parking, then the Council would have to look for savings elsewhere.
- 26.5 In response to a further question from Councillor Pullen on the reopening of the Arbor venue at the Crematorium, The Cabinet Member for Performance and Resources confirmed that the Arbor had reopened and noted that she had recently visited the venue. She confirmed that a risk assessment had been undertaken and that the venue had robust Covid-19 safety precautions,

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including hand sanitizer stations. The Cabinet Member for Performance and Resources indicated that she was confident that there would be an improvement in income generated from the Arbor in the coming months.

- 26.6 The Chair raised concerns about the cycling infrastructure and facilities for cyclists in Gloucester and asked what the administration was doing to make the city more accessible for cyclists.
- 26.7 The Cabinet Member for Performance and Resources noted that the County Council was the responsible authority for highways matters and suggested that this was an issue which twin Members for the City and County Councils may wish to pursue with the County Council.
- 26.8 Councillor Wilson asked whether the year-end forecasts were based on assumptions of a slow recovery. The Head of Policy and Resources explained that St Oswalds and the Eastgate Shopping Centre were delivering income for the Council. He noted his hope that with the arrival of the new Primark store which was due to take up tenancy at the old BHS unit, there would be increased footfall in the Kings Walk Shopping Centre area. In response to a further question from Councillor Wilson about contingency plans in the event of a further lockdown, the Head of Policy and Resources explained that even during previous lockdowns, there was no great change in income generated from St Oswalds which therefore remained key to economic recovery in the city.
- 26.9 In response to a question from Councillor Hilton about the Council's plans to facilitate electric cars, the Head of Policy and Resources confirmed that consideration was being given to the use of electric cars for the Council's own fleet and options for installing charging points at existing car parks were being considered. The Cabinet Member for Performance and Resources further noted that the Council would need to react as consumer demand changed and would be something for this and future administrations to monitor. Referring to the Forum development, she confirmed that the attached car park would have electric car charging points and would act as a case study as to whether further electric car parking facilities were needed in the future.
- 26.10 Councillor Hilton raised concerns about the £571k in lost income from the Council's commercial property (5.2). The Head of Policy and Resources explained that with the arrival of the new Primark store in the old BHS unit, there had already been new leases issued for the units next door and there was a hope that the shopping centre would become more attractive to other businesses. He confirmed that arranging lease extensions in the current climate were challenging but with the completion of Kings Walk and new Forum development, this particular area of the city would become more attractive.
- 26.11 In response to a question from Councillor Tracey about the rent-free period agreed with the new Primark store, the Cabinet Member for Performance and Resources explained that negotiations about rent-free periods, refurbishment and dilapidation costs were a standard process when

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landmark retailers like Primark look to occupy a large unit. She expressed the view that it was important to secure landmark tenants like Primark for the growth of the city and was confident that this would feed through and encourage other retailers into the city.

- 26.12 Councillor Pullen asked for clarification as to the timeframe for the agreed rent-free period for the new Primark store. The Head of Policy and Resources confirmed that this information would be provided to Members in due course, subject to commercial confidentiality requirements.
- 26.13 Councillor Kubaszczyk expressed the view that a good quality Primark store was important for the city as it was likely to draw customers into the town centre.
- 26.14 In response to concerns raised by Councillor Tracey about the misuse of electric scooters in the city, the Cabinet Member for Performance and Resources clarified that this was a matter that Members may wish to raise with the County Council, who have responsibility for highways issues.

**RESOLVED** – That the Overview and Scrutiny Committee **NOTE** the report.

**27. PERFORMANCE MONITORING QUARTER 1 REPORT**

- 27.1 The Cabinet Member for Performance and Resources introduced the report and confirmed that the purpose was to inform Members of the Council's performance against key measures in Quarter 1 of 2021/22. She explained that where targets exist, they had been included along with a narrative to explain the data.
- 27.2 The Cabinet Member for Performance and Resources confirmed that improving trends had been seen in areas including the number of environmental-crime FPNs issued and the percentage of major and minor planning applications where decisions were made within the agreed timescale or extended period. She noted that indicators showing a declining trend included the percentage of domestic waste collected on time and the number of complaints received by the Council escalated to stage 2.
- 27.3 The Chair asked for clarification as to whether the performance indicator relating to the number of telephone calls (CS-6) should be recorded as an improving trend rather than a declining trend, as the Council appeared to be receiving fewer calls and fewer calls had been recorded as 'missed'. The Cabinet Member for Performance and Resources explained that this could well be a positive trend and the recording of declining trend could be down to a programming issue. It was agreed that enquiries would be made with officers to investigate whether the programming could be adjusted.
- 27.4 Councillor Wilson noted that the figures in performance indicator CS-6 indicated that around 45% of calls were being missed and invited comments

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from the Cabinet Member. The Cabinet Member for Performance and Resources explained that the definition of a 'missed call' was not necessarily always where the call had gone unanswered, but could also be where a call had been ended when the customer realised they needed a different department whilst in a queue. She noted that calls were also recorded as 'missed' where customers had left the queue because of time related reasons or where they had listened to prompts suggesting that the query could be addressed online instead.

- 27.5 Referring to the performance indicator relating to the percentage of broadly compliant food premises (CWB-13), Councillor Wilson asked whether the current value of 77% of food premises being broadly compliant with the required standards could be explained by officers carrying out checks more frequently, or whether more resources were needed in this area. Councillor Wilson also asked for clarification as to whether the stickers were updated when it was found that a premises' 5-star rating needed to be removed.
- 27.6 The Cabinet Member for Performance and Resources offered to seek clarification from the Communities team in relation to Councillor Wilson's queries and it was agreed that follow-up enquiries would be made with officers.
- 27.7 In relation to CWB-13, Councillor Durdey recalled that the Overview and Scrutiny Committee meeting were previously advised that the sample was targeted towards food premises deemed as higher risk rather than premises where there were no previous concerns. He asked whether this could be an explanation behind the current value for Quarter 1. He also asked whether there were any staff shortages in the team.
- 27.8 The Cabinet Member for Performance and Resources noted that she was not aware of any vacancies in the team and it was agreed that follow up enquiries would be made with the Communities team on both of Councillor Durdey's questions.
- 27.9 Councillor Pullen referred to the performance indicator relating to the average customer waiting time on the telephone (CS-8) and noted that lengthy telephone waiting times was a common complaint he received from constituents. He referred to the statement in the narrative confirming that staffing levels had dipped at the beginning of the quarter due to staff retiring, being seconded and the ending of fixed term contracts and expressed concern that the Council should have been aware of these issues and asked for comments from the Cabinet Member.
- 27.10 The Cabinet Member for Performance and Resources explained that there would be an additional roll out of the 'Report It' facility and confirmed that arranging transfer of bulky waste would soon be added to the list of options. She noted that this would hopefully help address the lengthy call times as around 75% of the calls received by the council related to waste queries. It was agreed that an update on Customer Services recruitment plans would be sought from the Customer Services team.

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27.11 The Chair asked the Cabinet Member for Performance and Resources to clarify whether the impact of Brexit should be included in the narrative as a further explanation for the declining trends in the number of affordable homes delivered (H-25) and shortage of HGV drivers (WR-12). The Cabinet Member for Performance and Resources explained that some HGV drivers had decided to retire or pursue career changes following the challenging year brought about by the Covid-19 pandemic. She also noted that there had been challenges with recruiting new drivers due to the Covid-19 restrictions on driving tests and lengthy waiting lists for tests.

**RESOLVED** – That the Overview and Scrutiny Committee **NOTE** the report.

**28. DATE OF NEXT MEETING**

Monday 4<sup>th</sup> October 2021.

**Time of commencement: 6.30 pm hours**

**Time of conclusion: 8.00 pm hours**

**Chair**



## OVERVIEW AND SCRUTINY COMMITTEE

Monday 4<sup>th</sup> October 2021

### ACTION POINTS ARISING FROM PREVIOUS MEETINGS

**1. Meeting date:** Monday 6<sup>th</sup> September 2021

**Agenda Item:** 10. Financial Monitoring – Quarter 1 Report 2021/22

**Request:** For the Overview and Scrutiny Committee to receive clarification on the timeframe for the agreed rent-free period for the new Primark Store due to take up tenancy in the old BHS unit.

**Update:** This information will be circulated to Members via email in due course in line with commercial confidentiality requirements.

**2. Meeting date:** Monday 6<sup>th</sup> September 2021

**Agenda Item:** 11. Performance Monitoring – Quarter 1 Report 2021/22

**Request:** For the Overview and Scrutiny Committee to receive answers to the following questions regarding the alert status of broadly compliant food premises in Gloucester.

**Update:**

Q1: *In a previous meeting on 7th June, the Overview and Scrutiny Committee were advised that the sample was targeted towards premises deemed as higher risk rather than food premises where there were no previous concerns. Is this still the explanation behind the current value for 2021/22?*

Answer: Yes, the challenges are the same combined with the FSA requiring all newly registered food businesses (we've had a surge of 131) post lockdown to be inspected by September 30 2021. The FSA recovery plan lays out what they expect LAs to target resources on and yes, it is based on risk rather than those businesses which are consistently compliant.

*Q2: Could the current value of 77% of food premises being broadly compliant be explained by officers carrying out more frequent checks and visits, or are more resources needed in this area?*

**Answer:** The broadly compliant figure includes unrated new businesses of which we have a large number, and this does affect the overall broadly compliant figure. For those businesses which have been inspected (taking out any backlog as these are classified as non-compliant) compliance figure is still around 97/98%. The figure is not affected by more frequent inspections. We are working to the FSA recovery plan to cover all official controls. We are working to upskill Officers to deliver this work and respond to the demand- there are very strict rules around who can do what and where. The whole industry is facing a shortage of competent officers and are finding they are reliant on contractors.

*Q3: Where it is found that a premises' 5-star rating needs to be removed, is the sticker subsequently updated to reflect this?*

**Answer:** It is an offence to display an incorrect rating. Officers ensure that the appropriate rating is sent to the premises for display. Where a business on inspection has a lower food hygiene rating to previous, the inspector may remove the existing sticker, and after any inspection they will always issue a new sticker with the current rating. The incorrect display of a sticker is a trading standards issue (as this is misrepresentation) and we work closely with colleagues at Trading Standards where this is an issue. The sticker remains the property of Gloucester City Council and we can and do remove stickers which are out of date or incorrect. There is currently no requirement to mandatory display any sticker as there is in Wales.

### **3. Meeting Date:** Monday 6<sup>th</sup> September

**Agenda Item:** 11. Performance Monitoring – Quarter 1 2021/22

**Request:** For the Overview and Scrutiny Committee to receive an update on plans for recruitment from the Customer Services Team.

**Update:** Although the staffing resource for the Customer Services Team had been planned, a number of unplanned opportunities arose for Officers which meant we were unable to take any action until decisions or processes had been completed. For example, a long-term member of the Team was successful in being appointed to a role within the Parks and Open Spaces Team and another decided to take early retirement that we were unable to foresee. Another key issue was the secondment of Customer Services Officers to the Transformation Team, the future of which and resource requirement was still being decided, so no firm decision could be made about external recruitment until that decision had been finalised. Once we knew what roles were vacant, we carried out a swift and successful recruitment process and delivered a thorough training and induction programme to the new recruits to ensure they were onboarded as effectively as possible.





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# FORWARD PLAN

## FROM SEPTEMBER TO AUGUST 2022 (REVISED 24/09/2021)

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	Email Address
<b>Leader and Environment (LE)</b>	Councillor Richard Cook	<a href="mailto:richard.cook@gloucester.gov.uk">richard.cook@gloucester.gov.uk</a>
<b>Deputy Leader and Performance &amp; Resources (P&amp;R)</b>	Councillor Hannah Norman	<a href="mailto:hannah.norman@gloucester.gov.uk">hannah.norman@gloucester.gov.uk</a>
<b>Planning &amp; Housing Strategy (P&amp;HS)</b>	Councillor Andrew Gravells	<a href="mailto:andrew.gravells@gloucester.gov.uk">andrew.gravells@gloucester.gov.uk</a>
<b>Communities &amp; Neighbourhoods (C&amp;N)</b>	Councillor Justin Hudson	<a href="mailto:justin.hudson@gloucester.gov.uk">justin.hudson@gloucester.gov.uk</a>
<b>Culture &amp; Leisure (C&amp;L)</b>	Councillor Steve Morgan	<a href="mailto:steve.morgan@gloucester.gov.uk">steve.morgan@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 Democratic Services [democratic.services@gloucester.gov.uk](mailto:democratic.services@gloucester.gov.uk) ,Tel 01452 396126, PO Box 3252, Gloucester GL1 9FW. Contact the relevant Lead Officer for more information).

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

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

**CONTACT:**

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

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

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

Democratic and Electoral Services on 01452 396126 or send an email to [democratic.services@gloucester.gov.uk](mailto:democratic.services@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)
SEPTEMBER 2021						
KEY	<b>St Oswalds Retail Park and Eastgate Shopping Centre</b>  <u>Summary of decision:</u> To extend the authority to agree leases at these properties.  <i>Wards affected: Westgate</i>	15/09/21	Cabinet Leader of the Council			Philip Ardley, Regeneration Consultant Tel: 01452 396106 philip.ardley@gloucester.gov.uk
Page 21	<b>Net Zero 2045 and UK100</b>  <u>Summary of decision:</u> To consider bringing Gloucester's target for net zero carbon emissions forward to 2045 and joining the UK100 Network of local authorities.  <i>Wards affected: All Wards</i>	6/09/21  15/09/21  23/09/21	Overview and Scrutiny Committee  Cabinet  Council Leader of the Council			Jon Burke, Climate Change Manager Tel: 01452 396170 Jon.Burke@gloucester.gov.uk

Page 22	<p><b>Draft Council Plan 2021-24 for Consultation</b></p> <p><u>Summary of decision:</u> To approve the new draft Council Plan 2021-2024 for public consultation.</p> <p><i>Wards affected: All Wards</i></p>	<p>15/09/21</p> <p>4/10/21</p>	<p>Cabinet</p> <p>Overview and Scrutiny Committee Leader of the Council</p>			<p>Liam Moran, Policy and Development Officer Tel: 01452 396049 liam.moran@gloucester.gov.uk</p>
	<p><b>Financial Monitoring Quarter 1 Report</b></p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the first quarter 2021/22.</p> <p><i>Wards affected: All Wards</i></p>	<p>6/09/21</p> <p>15/09/21</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
	<p><b>Performance Monitoring Quarter 1 Report</b></p> <p><u>Summary of decision:</u> To note the Council's performance in quarter 1 across a set of key performance indicators.</p> <p><i>Wards affected: All Wards</i></p>	<p>6/09/21</p> <p>15/09/21</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk</p>

	<p><b>Cross Keys Rest Garden</b></p> <p><u>Summary of decision:</u> To consider the objections to the disposal of public open space at Cross Keys Rest Garden on the junction of Barnwood Road and Armscroft Road.</p> <p><i>Wards affected: Elmbridge</i></p>	13/10/21	<p>Overview and Scrutiny Committee</p> <p>Cabinet Leader of the Council</p>			<p>Melloney Smith, Asset Officer Tel: 01452 396849 melloney.smith@gloucester.gov.uk</p>
<p>KEY</p> <p>Page 23</p>	<p><b>Future Delivery of IT Services</b></p> <p><u>Summary of decision:</u> To consider options for future delivery of IT services.</p> <p><i>Wards affected: All Wards</i></p>	13/10/21	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
	<p><b>Together Gloucester 2 – Programme Review</b></p> <p><u>Summary of decision:</u> To update Members on progress made in the 'Together Gloucester' organisational transformation.</p> <p><i>Wards affected: All Wards</i></p>	13/10/21	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Bob O'Brien, Transformation and Commercialisation Manager Tel: 01452 396110 bob.o'brien@gloucester.gov.uk</p>

	<p><b>City Council Energy Costs and Reduction Projects Annual Report</b></p> <p><u>Summary of decision:</u> To update Cabinet on the City Council Energy Costs and Reduction Projects.</p> <p><i>Wards affected: All Wards</i></p>	<p>4/10/21 13/10/21</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Environment</p>			<p>Abi Marshall, Property Commissioning Manager Tel: 01452 396212 abi.marshall@gloucester.gov.uk</p>
<p>Page 24</p>	<p><b>Armed Forces Community Covenant Update</b></p> <p><u>Summary of decision:</u> To update Cabinet on the work done by Gloucester City Council to support current and ex-service personnel as part of the Gloucestershire Armed Forces Community Covenant.</p> <p><i>Wards affected: All Wards</i></p>	<p>4/10/21 13/10/21</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Communities and Neighbourhoods</p>			<p>Ruth Saunders, Head of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov.uk</p>



KEY	<b>Acquisition of Property to meet Temporary Accommodation Needs</b>	13/10/21	Cabinet Cabinet Member for Planning and Housing Strategy	The public are likely to be excluded from the meeting during consideration of this report as it contains exempt information as defined in paragraph 3 of schedule 12A to the Local Government Act 1972 (as amended).		
	<p><u>Summary of decision:</u> To consider acquiring a property to provide temporary accommodation.</p> <p><i>Wards affected: All Wards</i></p>			The Chair of the Overview & Scrutiny Committee's agreement has been sought and received as the circumstances mean that it is not possible to comply with the notice requirements		

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NOVEMBER 2021

	<p><b>Joint Core Strategy (JCS) Affordable Housing Partnership Review</b></p> <p><u>Summary of decision:</u> To consider continuing the partnership and to review the list of preferred providers.</p> <p><i>Wards affected: All Wards</i></p>	10/11/21	Cabinet Cabinet Member for Planning and Housing Strategy			David Durden, Strategic Housing Strategy Officer Tel: 01452 396558 david.durden@gloucester.gov.uk
Page 26	<p><b>Future of the Tourism and Destination Marketing Team</b></p> <p><u>Summary of decision:</u> To consider the future of the Tourism and Destination Marketing Team.</p> <p><i>Wards affected: All Wards</i></p>	1/11/21 10/11/21	Overview and Scrutiny Committee  Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk

	<p><b>Garage Audit Update</b></p> <p><u>Summary of decision:</u> To consider the audit of Council owned garages and comprehensive action plan.</p> <p><i>Wards affected: All Wards</i></p>	10/11/21	Cabinet Cabinet Member for Performance and Resources			<p>Abi Marshall, Property Commissioning Manager Tel: 01452 396212 abi.marshall@gloucester.gov.uk</p>
<p>KEY</p> <p>Page 27</p>	<p><b>Infrastructure Funding Statement (IFS) 2021</b></p> <p><u>Summary of decision:</u> To approve the annual Infrastructure Funding Statement that sets out planning obligation and Community Infrastructure Levy (CIL) receipts and expenditure, both actual and anticipated.</p> <p><i>Wards affected: All Wards</i></p>	<p>10/11/21</p> <p>18/11/21</p>	<p>Cabinet</p> <p>Council Cabinet Member for Planning and Housing Strategy</p>			<p>Paul Hardiman, Joint Core Strategy CIL Manager paul.hardiman@gloucester.gov.uk</p>

KEY	<b>Community Infrastructure Levy (CIL) Review New Charging Schedule</b>	10/11/21 18/11/21	Cabinet  Council Cabinet Member for Planning and Housing Strategy			Paul Hardiman, Joint Core Strategy CIL Manager paul.hardiman@gloucester.gov.uk
Page 28	<b>Regulation of Investigatory Powers Act 2000 (RIPA) - Review of Procedural Guide</b>  <u>Summary of decision:</u> To request that Members review and update the Council's procedural guidance on RIPA.  <i>Wards affected: All Wards</i>	10/11/21	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
<b>DECEMBER 2021</b>						
	<b>Statement of Community Involvement</b>  <u>Summary of decision:</u> To consider an updated Statement of Community Involvement.  <i>Wards affected: All Wards</i>	8/12/21 27/01/22	Cabinet  Council Cabinet Member for Planning and Housing Strategy			Claire Haslam, Principal Planning Officer Tel: 01452 396825 claire.haslam@gloucester.gov.uk

	<p><b>Draft Budget Proposals (including Money Plan and Capital Programme)</b></p> <p><u>Summary of decision:</u> To update Cabinet on the draft budget proposals.</p> <p><i>Wards affected: All Wards</i></p>	<p>6/12/21</p> <p>8/12/21</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Leader of the Council, Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
<p>Page 29</p>	<p><b>Treasury Management Six Monthly Update 2021/22</b></p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	<p>8/12/21</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
	<p><b>Financial Monitoring Quarter 2 Report</b></p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the third quarter 2021/22.</p> <p><i>Wards affected: All Wards</i></p>	<p>29/11/21</p> <p>8/12/21</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

	<p><b>Performance Monitoring Quarter 2 Report</b></p> <p><u>Summary of decision:</u> To note the Council's performance in quarter 2 across a set of key performance indicators.</p> <p><i>Wards affected: All Wards</i></p>	<p>29/11/21</p> <p>8/12/21</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk</p>
<p>BPF</p> <p>Page 30</p>	<p><b>Local Council Tax Support</b></p> <p><u>Summary of decision:</u> To advise members of the requirement to review the Local Council Tax Support Scheme (LCTS).</p> <p><i>Wards affected: All Wards</i></p>	<p>8/12/21</p> <p>27/01/22</p>	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
<p><b>JANUARY 2022</b></p>						

BPF	<p><b>Council Plan 2021-24</b></p> <p><u>Summary of decision:</u> To approve the new Council Plan 2021-2024 following public consultation.</p> <p><i>Wards affected: All Wards</i></p>	<p>4/10/21</p> <p>12/01/22</p> <p>27/01/22</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet</p> <p>Council Leader of the Council</p>			<p>Liam Moran, Policy and Development Officer Tel: 01452 396049 liam.moran@gloucester.gov.uk</p>
Page 31	<p><b>Gloucester Commission to Review Race Relations</b></p> <p><u>Summary of decision:</u> To consider the recommendations of the Commission to review Race Relations.</p> <p><i>Wards affected: All Wards</i></p>	<p>29/11/21</p> <p>12/01/22</p> <p>27/01/22</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet</p> <p>Council Leader of the Council</p>			<p>Liam Moran, Policy and Development Officer Tel: 01452 396049 liam.moran@gloucester.gov.uk</p>
KEY	<p><b>Festivals and Events Programme</b></p> <p><u>Summary of decision:</u> To seek approval for the 2022-23 Festivals and Events Programme.</p> <p><i>Wards affected: All Wards</i></p>	<p>12/01/22</p>	<p>Cabinet</p> <p>Cabinet Member for Culture and Leisure</p>			<p>Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>

**FEBRUARY 2022**

BPF	<p><b>Final Budget Proposals (including Money Plan and Capital Programme)</b></p> <p><u>Summary of decision:</u> To seek approval for the final Budget Proposals for 2022-3, including the Money Plan and Capital Programme.</p> <p><i>Wards affected: All Wards</i></p>	<p>9/02/22</p> <p>24/02/22</p>	<p>Cabinet</p> <p>Council Leader of the Council, Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
Page 32	<p><b>Tourism and Destination Marketing Report 2022</b></p> <p><u>Summary of decision:</u> To update Members on the progress that has been made in achieving the Growing Gloucester's Visitor Economy Action Plan during 2021.</p> <p><i>Wards affected: All Wards</i></p>	<p>9/02/22</p>	<p>Cabinet Cabinet Member for Culture and Leisure</p>			<p>Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>

**MARCH 2022**



	<p><b>Pay Policy Statement 2022-23</b></p> <p><u>Summary of decision:</u> To seek approval for the annual Pay policy Statement 2022-23 in accordance with Section 38 of the Localism Act 2011.</p> <p><i>Wards affected: All Wards</i></p>	<p>9/03/22</p> <p>24/03/22</p>	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
Page 33	<p><b>Capital Strategy</b></p> <p><u>Summary of decision:</u> To approve the Capital Strategy 2022-23.</p> <p><i>Wards affected: All Wards</i></p>	<p>9/03/22</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
BPF	<p><b>Treasury Management Strategy</b></p> <p><u>Summary of decision:</u> To seek approval for the Treasury Management Strategy.</p> <p><i>Wards affected: All Wards</i></p>	<p>9/03/22</p> <p>24/03/22</p>	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

	<p><b>Risk Based Verification Policy Review</b></p> <p><u>Summary of decision:</u> To seek approval to continue with risk based verification policy.</p> <p><i>Wards affected: All Wards</i></p>	9/03/22	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
Page 34	<p><b>Financial Monitoring Quarter 3 Report</b></p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the third quarter 2021/22.</p> <p><i>Wards affected: All Wards</i></p>	9/03/22	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
	<p><b>Performance Monitoring Quarter 3 Report</b></p> <p><u>Summary of decision:</u> To note the Council's performance in quarter 3 across a set of key performance indicators.</p> <p><i>Wards affected: All Wards</i></p>	9/03/22	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk</p>

	<p><b>Cultural Strategy Update</b></p> <p><u>Summary of decision:</u> To provide Cabinet with a 6 monthly update in relation to the Cultural Strategy Action Plan.</p> <p><i>Wards affected: All Wards</i></p>	9/03/22	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk
Page 35	<p><b>Annual report on the Grant Funding provided to Voluntary and Community Sector</b></p> <p><u>Summary of decision:</u> To update Members on the impact of grant funding on the Voluntary and Community Sector (VCS) and value for money that has been achieved.</p> <p><i>Wards affected: All Wards</i></p>	9/03/22	Cabinet Cabinet Member for Communities and Neighbourhoods			Ruth Saunders, Head of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov.uk
<b>APRIL 2022</b>						
<b>MAY 2022</b>						
<b>JUNE 2022</b>						

	<p><b>2021-22 Financial Outturn Report</b></p> <p><u>Summary of decision:</u> To update Cabinet on the Financial Outturn Report 2020-21.</p> <p><i>Wards affected: All Wards</i></p>	15/06/22	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
Page 36	<p><b>Treasury Management Year End Annual Report 2021/22</b></p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	15/06/22	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
	<p><b>2021-22 Year End Performance Report</b></p> <p><u>Summary of decision:</u> To consider the Council's performance in 2021-22 across a set of key performance indicators.</p> <p><i>Wards affected: All Wards</i></p>	15/06/22	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk</p>

Page 37	<p><b>Cultural Strategy Update</b></p> <p><u>Summary of decision:</u> To provide Cabinet with a 6 monthly update in relation to the Cultural Strategy Action Plan.</p> <p><i>Wards affected: All Wards</i></p>	15/06/22	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk
	<p><b>Green Travel Plan Progress Report 2022 and Update</b></p> <p><u>Summary of decision:</u> Annual update on initiatives in the Green Travel Plan</p> <p><i>Wards affected: All Wards</i></p>	15/06/22	Cabinet Cabinet Member for Environment			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
	<b>JULY 2022</b>					
	<p><b>Annual Risk Management Report</b></p> <p><u>Summary of decision:</u> To update Members on the Council's Strategic Risk Register.</p> <p><i>Wards affected: All Wards</i></p>	7/03/22 15/06/22	<p>Audit and Governance Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			Paul Brown, Senior Risk Management Advisor Tel: 01452328884 paul.brown@gloucestershire.gov.uk

**AUGUST 2022 - No meetings****ITEMS DEFERRED- Dates to be confirmed**

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	<p><b>Temporary Negotiated Stopping Places</b></p> <p><u>Summary of decision:</u> To secure approval from Members to pursue the provision for a negotiated temporary stopping place for the Gypsy, Roma and travelling community.</p> <p><i>Wards affected: All Wards</i></p>		Cabinet Cabinet Member for Planning and Housing Strategy			Claire Haslam, Principal Planning Officer Tel: 01452 396825 claire.haslam@gloucester.gov.uk
	<p><b>National Planning Policy Framework (NPPF) and National Model Design Code</b></p> <p><u>Summary of decision:</u> To receive an update on the latest NPPF and National Model Design Code published by Government.</p> <p><i>Wards affected: All Wards</i></p>		Cabinet Cabinet Member for Planning and Housing Strategy			Adam Gooch, Planning Policy Team Leader Tel: 01452 396836 adam.gooch@gloucester.gov.uk

	<p><b>Green Travel Plan Progress Report 2021 and Update</b></p> <p><u>Summary of decision:</u> Annual update on initiatives in the Green Travel Plan</p> <p><i>Wards affected: All Wards</i></p>		<p>Cabinet Cabinet Member for Environment</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
Page 39	<p><b>Blackfriars Priory Development Plan</b></p> <p><u>Summary of decision:</u> To approve the Blackfriars Priory Development Plan</p> <p><i>Wards affected: All Wards</i></p>		<p>Cabinet Cabinet Member for Culture and Leisure</p>			<p>Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>
	<p><b>Geographical Information Systems and Grounds Maintenance Contract</b></p> <p><u>Summary of decision:</u> To consider the Geographical Information Systems (GIS) and grounds maintenance contract.</p> <p><i>Wards affected: All Wards</i></p>		<p>Cabinet Cabinet Member for Environment</p>			<p>Bob O'Brien, Transformation and Commercialisation Manager Tel: 01452 396110 bob.o'brien@gloucester.gov.uk</p>




**Gloucester City Council**  
**Overview and Scrutiny Committee Work Programme**  
**Updated 24<sup>th</sup> September 2021**

Item	Format	Lead Member (if applicable)/Lead Officer	Comments
<b>4 October 2021</b>			
Waste Street Scene and Grounds Maintenance Services – Transitional Progress		Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Draft Council Plan 2021-2024		Leader of the Council and Cabinet Member for Environment	Discussed with Group Leads
City Council Energy Costs and Reduction Projects Annual Report	Cabinet Report	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Armed Forces Community Covenant Update	Cabinet Report	Cabinet Member for Communities and Neighbourhoods	Requested by Overview and Scrutiny Committee
<b>1 November 2021</b>			
Overview of Progress on Covid-19 Recovery		Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Future of the Tourism and Destination Marketing Team	Cabinet Report	Cabinet Member for Culture and Leisure	Requested by Overview and Scrutiny Committee
<b>29 November 2021</b>			
Gloucester Commission to Review Race Relations Report	Race Relations Commission	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee

	Report		
Financial Monitoring Quarter 2 Report	Cabinet Report	Cabinet Member for Performance and Resources	Part of Committee's Rolling Programme of Work
Performance Monitoring Quarter 2 Report	Cabinet Report	Cabinet Member for Performance and Resources	Part of Committee's Rolling Programme of Work
<b>6 December 2021</b>			
BUDGET MEETING – NO OTHER ITEMS		Cabinet	Part of Committee's Rolling Programme of Work
<b>10<sup>th</sup> January 2022</b>			
<b>31<sup>st</sup> January 2022</b>			
<b>28<sup>th</sup> February 2022</b>			
<b>28<sup>th</sup> March 2022</b>			
<b>25<sup>th</sup> April 2022</b>			

Dates to be confirmed	Format	Lead Member (if applicable)/Lead Officer	Comments

Property Investment Strategy Update		Cabinet Member for Performance and Resources	Requested by Overview and Scrutiny Committee
Green Travel Plan Progress Report 2021 and Update	Cabinet Report	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Blackfriars Priory Development Plan	Cabinet Report	Cabinet Member for Culture and Leisure	Requested by Overview and Scrutiny Committee
Joint Scrutiny Session with Cheltenham Borough Council – Gloucestershire Airport Update		Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee

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

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## **Ubico Limited**

### **Gloucester City and Ubico – Mobilisation Project Briefing Note**

#### **Gloucester City Overview and Scrutiny Committee**

**4 October 2021**

#### **Programme Management**

The mobilisation project for Ubico to commence environmental service delivery for Gloucester City from 1 April 2022 is well underway. The project is being led by a Ubico programme manager and is structured and managed using PRINCE2 methodology. The structure includes a programme board made up of senior members of staff from both the council and Ubico, who take key decisions and have senior oversight of the project. Beneath the programme board, project working groups are in place for focussed workstreams (for example there is a working group for fleet, and one for contracts and legal work etc.).

#### **Fleet**

Much of the initial work has been around specifying and securing the fleet required to deliver the services. This is always an area of early focus due to relatively long lead times for heavy goods and/or specialised vehicles. The large waste collection vehicles and the majority of the street cleansing vehicles have already been ordered with the outstanding units still remaining within the planned schedule. Trials have been undertaken of specialist vehicles which can access narrow streets for waste and recycling services, and the decision has been taken to hire or lease the grounds maintenance vehicles in the first instance.

#### **Staff**

The workstream for staff transfer to Ubico is planned but will not start until closer to the contract transfer date.

#### **Legal**

Detailed work has taken place drafting and agreeing the contract between the council and Ubico and this is in its final stages. Completion of this will allow the council to sign the Deed of Adherence to join Ubico as a shareholder. This is due to take place in late September/ early October.

Ubico is assessing its current contracts for service/supplies provision to ensure the scope of these extends to meet our increased requirement from 1 April. Work is underway assessing the vehicle workshop at Eastern Avenue, as well as specifying required workshop equipment.

## **Digital “Connected Working”**

A working group has been set up to deliver the digital system that will allow automated workflows and processes to be used across the service. This will enable work to be carried out by both Ubico and Council officers in an ‘agile’, flexible and mobile fashion. The implementation of this system is part of a countywide project.

## **Communications**

A communications plan has been drawn up for the project which has seen the first Ubico newsletter for Gloucester City already issued, with the next due in the Winter. The plan also includes details of communications with existing Ubico staff and the staff who will transfer in, as well as partnering with the council’s communications team to capture communications which may be issued to residents ahead of the April 1st start date.

## **Progress Summary**

A summary table showing progress against the plan for key project areas is included in the attached slides at Appendix A. All workstreams are currently running to schedule.

<b>Report author</b>	<b>Beth Boughton, Managing Director</b> <b>beth.boughton@ubico.co.uk</b>
<b>Background information</b>	<b>Appendix A – Project update slides</b>

# Ubico/Gloucester City Environmental Services Mobilisation Update

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Simon Cluley, Head of Operations

Beth Boughton, Managing Director

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4 October 2021

# Agenda

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## Updates:

- Fleet
- Staff
- Infrastructure and contracts
- Communications
- Progress reporting general overview
- Questions



- Much work has been undertaken on the modelling, procurement and hiring of vehicles to provide the various services.
- Large waste collection vehicles and street cleansing vehicles have been ordered with a proportion being electrically powered.
- Work has been undertaken on trialing narrow vehicles for waste and recycling and making sure we have the correct design of vehicle to service Gloucester's narrowest streets.
- Grounds maintenance vehicles will be leased during the first year of the contract.



- TUPE transfer process to move Urbaser staff to Ubico will commence closer to the transfer date and once Urbaser give formal notice, which must be within a minimum of 30 days of contract end date.
- Ubico's HR team are engaged in the project and have helped plan out and structure the TUPE process.
- Existing Ubico staff are being kept up-to-date via quarterly updates in the internal monthly newsletter.

- The Deed of Adherence to enter into the shareholder agreement between Ubico and Gloucester City Council is scheduled to be signed September/October.
- Work is currently being undertaken on assessing the workshop space at Eastern Avenue. All vehicle maintenance equipment needs to be acquired by Ubico.
- The Data connection link to the depot has been ordered by Ubico IT.
- Ubico is working with Council officers to install electric charging points in the depot for the electric vehicles currently on order.
- Digital “Connected Working” system working group set up. The implementation of this system is part of a countywide project.

- A Member newsletter was issued in July and the next will be issued before Christmas.
- Staff communications with the transferring staff are scheduled to commence once the TUPE process begins.
- This will include written communications and face to face meetings with relevant Ubico colleagues, including our Executive team, current contractor allowing.





Questions?



<b>Meeting:</b>	<b>Cabinet Overview &amp; Scrutiny Committee</b>	<b>Date:</b>	<b>15 September 2021 4 October 2021</b>
<b>Subject:</b>	<b>Draft Council Plan 2021-2024 – for Public Consultation</b>		
<b>Report Of:</b>	<b>Leader of the Council</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>Tanya Davies, Policy and Governance Manager Liam Moran, Policy and Development Officer</b>		
	<b>Email:</b> <a href="mailto:tanya.davies@gloucester.gov.uk">tanya.davies@gloucester.gov.uk</a> <a href="mailto:liam.moran@gloucester.gov.uk">liam.moran@gloucester.gov.uk</a>		<b>Tel:</b> 396125 39- 6049
<b>Appendices:</b>	<b>1. Draft Council Plan 2021-2024</b>		

## FOR GENERAL RELEASE

### 1.0 Purpose of Report

- 1.1 This report presents the draft Council Plan 2021-2024 and seeks approval to commence the required consultation process. The report also outlines the timetable for development of the final Plan, including the identification of key projects and actions.

### 2.0 Recommendations

- 2.1 Overview and Scrutiny Committee is asked to consider the information contained in the report as part of the consultation process and make any recommendations to Cabinet.

### 3.0 Background and Key Issues

- 3.1 The Council Plan sets out Gloucester City Council's strategic direction over the next three years and how it intends to deliver its vision through a set of priorities and promises that are underpinned by its core values. The new Council Plan succeeds the previous Council Plan and Council Plan Extension, which covered the periods of 2017-2020 and 2020-2021 respectively.
- 3.2 Following the elections in 2021 the Cabinet, working alongside officers, undertook to review existing workstreams and define a set of new objectives. From this, a strategic vision has been developed that will communicate what

the council will be doing and how it will direct its resources over the next three years.

3.3 The overarching vision is to work with partners and residents in *Building a greener, fairer, better Gloucester*.

3.4 The priorities that set out how this will be achieved are:

1. Building greener, healthier, and more inclusive communities
2. Building a sustainable city of diverse culture and opportunity
3. Building a socially responsible and empowering council

3.5 The vision, priorities and promises, guided by the Administration's key objectives, are driven by a strong sense of environmental responsibility and a desire to tackle inequality, and the draft Plan seeks to place these two overarching themes at the heart of every strategic objective. The priorities broadly offer a people, a place and a council focus and the promises have been drafted to reflect the Administration's plans and aspirations for the city, while also ensuring that the council is equipped to continue delivering quality services and recover from the effects of the Covid19 pandemic. The draft Plan highlights the important roles of many stakeholders in achieving the council's vision, with a clear focus on working with others to achieve our ambitions.

3.6 In accordance with the council's Budget and Policy Framework Procedure Rules, the next stage in the development of the new Council Plan is a six week period of public consultation. The purpose of the consultation is to obtain views on the overall direction of the draft Plan, the main themes and priority areas. As part of this process, key partners will be invited to respond to the consultation and the Overview and Scrutiny will have the opportunity to scrutinise the draft Plan and provide comments that will be considered alongside the consultation responses.

3.7 A detailed set of key actions and projects will be drawn up to provide a performance framework for the Plan that identifies how progress will be measured using milestones and available data. This will be added to the Plan prior to final approval by Council in January 2022.

3.8 Once approved, the key projects, actions and measures will inform Service Plans and staff Personal Performance Plans, ensuring that capacity and resources are directed to support the delivery of the Council Plan, while maintaining a culture of performance management and accountability.

#### **4.0 Social Value Considerations**

4.1 The council's commitment to obtaining social value from its activities is highlighted within the draft Plan and is key to supporting the overarching themes of environmental responsibility and tackling inequalities.

#### **5.0 Environmental Implications**



- 5.1 Sustainability and tackling climate change make up one of the two main themes that underpin the priorities in the draft Council Plan.

## **6.0 Alternative Options Considered**

- 6.1 The development of the draft Council Plan has been an iterative process with alternative options considered throughout.

## **7.0 Reasons for Recommendations**

- 7.1 A new Council Plan is required to succeed the current plan and the report sets out the draft Plan and key steps to approving the final version, including the public consultation and the development of a performance management framework.

## **8.0 Future Work and Conclusions**

- 8.1 The timetable for approval of the final Council Plan is as follows:

<b>Date</b>	<b>Work Involved</b>
15 September 2021	<b>Cabinet</b> – To approve the Draft Council Plan for consultation
23 September - 4 November 2021	Public consultation
5 October 2021	<b>Overview and Scrutiny Committee</b> – To consider the Draft Council Plan as part of the consultation process (agreed with Chair of O&S)
12 January 2022	<b>Cabinet</b> – To recommend the final Council Plan to Council for approval, incorporating public and O&S comments
27 January 2022	<b>Council</b> -To approve the of final Council Plan

## **9.0 Financial Implications**

- 9.1 There are no specific financial implications resulting from this report; however, the council's Money Plan reflects the Administration's priorities and the council's agreed plans and strategies that have informed the development of the Council Plan.

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

## **10.0 Legal Implications**

- 10.1 The Council Plan is a non-statutory element of the council's Policy Framework and, as such, must be approved by the full Council. This report is the first step towards approving the final Council Plan.

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

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

- 11.1 Risks and opportunities will be considered as part of the council's strategic and service risk registers ensuring that risk management is embedded in the council's approach to managing its performance, capturing all associated risks and proposals for their management and mitigation.

## **12.0 Equality Impact Assessment (EIA) and Safeguarding:**

- 12.1 Equalities and inclusion is the second of the two themes running through each of the priority areas in the draft Council Plan and, in accordance with the EIA process, impact will be assessed on a project-by-project basis.

## **13.0 Community Safety Implications**

- 13.1 Community safety remains a priority for the council and there will be actions and projects that specifically target this.

## **14.0 Staffing & Trade Union Implications**

- 14.1 As outlined in 3.8 above, Council Plan actions and measures will inform staff Personal Performance Plans, ensuring that all staff understand how their role contributes to the delivery of the council's strategic vision.

**Background Documents:** None

## Draft Gloucester City Council Plan 2021-2024

### Foreword

This plain text document is for review and reference only, and the final Council Plan will be a professionally designed and illustrated PDF document containing the text featured in this document.

### Vision

#### ***Building a greener, fairer, better Gloucester***

#### **Introduction from the Leader of the Council**

Welcome to our Council Plan. This plan sets out our vision and key priorities for ***Building a greener, fairer, better Gloucester*** for everyone who lives, works in, and visits our city. This vision is not something that the council can achieve alone, and the plan sets out how we intend to work with partners and residents over the next three years to shape and achieve the best outcomes for all as we recover from the effects of the Covid-19 pandemic.

Over the last four years, we have made considerable progress towards achieving the objectives set out in our previous Council Plan and, while the pandemic presented many challenges for our city, we continued to have high expectations and implemented an extension to the Council Plan to focus our efforts on initiatives to support communities and the local economy, without losing sight of our aspirations to make Gloucester a city that works for everyone.

The new Council Plan seeks to continue and build on many of the promises in the last plan, improving the city through our ambitious plans for regeneration and culture, but to do so with a clear focus on two themes: tackling inequalities and taking action on climate change. The pandemic highlighted remarkable resilience within communities that worked together to support each other during challenging times, but we cannot ignore the inequalities that exist within our society. We value diversity and are committed to meeting the evolving needs of our residents and building a fairer and more inclusive city. We also know that every individual has a role to play in protecting our planet for future generations and as an organisation we are committed to ensuring that all our priorities are rooted in sustainability and environmental responsibility, doing all we can to reverse the damaging effects of climate change. These two themes run through each area of the Council Plan, and will guide our efforts as we work towards ***Building a greener, fairer, better Gloucester*** for our residents now, and in the future.

## **Priority 1**

### **Building greener, healthier, and more inclusive communities**

#### *What does this mean?*

The health and wellbeing of Gloucester's residents is at the heart of everything we do, and that's why we will tackle health inequalities, advocate for inclusivity, and take action to ensure a greener future for our city. We value diversity and know our communities have many strengths, and we will listen and provide the support residents need to improve their own lives, while continuing to help our most vulnerable residents. With the support of our partner agencies, we will foster resilient, cohesive, environmentally aware neighbourhoods and build on the achievements seen within our communities during the Covid19 pandemic.

#### *Promises*

- To ensure that Gloucester's residents can lead a healthy and active lifestyle, we will tackle food poverty and ensure everyone has access to high-quality leisure facilities and thriving green spaces by working closely with organisations within our communities, leisure providers, and through our role on the Health and Wellbeing Board. We will promote active travel choices that reduce carbon emissions and contribute to physical and mental wellbeing.
- Working closely with the voluntary and community sector, we will engage directly with communities to address the root causes of inequality in our city, and involve residents in improving our services so that they meet the needs of our diverse city. We are committed to building on the work of the council's Equalities Working Group and playing a leading role in the work of the city's Commission to Review Race Relations.
- Empowering our residents and keeping them safe is fundamental to ensuring Gloucester is a city that works for everyone, so we will continue with our Asset Based Community Development approach, working alongside Gloucester Community Building Collective to help communities identify and capitalise on their own strengths. We will keep our streets safe by addressing anti-social behaviour with our partners at Gloucestershire Constabulary and our City Centre Wardens, to stamp out anti-social behaviour from our neighbourhoods and city centre.
- We will work with partners and agencies including our local housing associations to provide more social housing for people on our waiting lists, making the best use of our existing housing and reducing homelessness through effective early intervention. We will do this through liaising with landlords and providers to identify solutions and supporting our most vulnerable residents to stay in their homes wherever possible. We will work towards eradicating rough sleeping and minimise the use of temporary accommodation, ensuring that only good quality, appropriate provision is utilised.
- We recognise that environmental crime has an impact on our residents' enjoyment of their neighbourhoods and green spaces and affects how visitors view Gloucester. We will continue to take a tough stance on fly tipping and littering via our City Wardens and through enforcement action, and we are committed to protecting the environment by reducing incidences of fly tipping across our city and providing our residents with an attractive city that we can all be proud of.

## **Priority 2**

### **Building a sustainable city of diverse culture and opportunity**

#### *What does this mean?*

We know that transforming Gloucester into a city that our residents deserve is just as important as ensuring that visitors and investors see our city as a top destination, not only in the South West, but in the country. To secure the future of our city in the post-Covid-19 world we will continue to work with our partners to facilitate innovative and sustainable regeneration across Gloucester, drive the economic recovery to support local businesses, and showcase everything the city has to offer through provision of an inspiring cultural programme that is reflective of our diverse communities.

#### *Promises*

- We will work with our partners to ensure the delivery of aspirational and sustainable development schemes that prioritise the protection and improvement of our environment and benefit residents in all our communities, including a vibrant new higher education and digital campus at The Forum, as part of the wider revitalisation of the city centre. We will support regeneration in Matson and Podsmead and work with stakeholders to facilitate the delivery of high-quality, energy efficient new homes in the city.
- We will work with our stakeholders, including Gloucester BID and local businesses, to rebuild the local economy following the Covid-19 pandemic, delivering projects and services intended to secure economic growth that benefits all our residents and protects the environment. Gloucester will be a leading location for knowledge-based jobs and enterprise, and will be a thriving centre for health, service and advanced manufacturing industries.
- We will build on the city's growing reputation as a centre for culture by working in partnership with Gloucester Culture Trust to implement our ambitious integrated Cultural Strategy and put culture at the heart of our regeneration plans. We will enrich the lives of our residents by making culture available and accessible to everyone, catering for all interests with a community-led focus and making the most of Gloucester's unique attributes and talent.
- We will strengthen Gloucester's position as a visitor destination by promoting the city's rich heritage and attractions, while also enabling new creative industries to flourish. The city will be marketed by creating a recognisable brand aimed at attracting a diverse range of high-profile festivals and events, and we will maximise the social and economic impact of these events, while also minimising the environmental impact, to improve outcomes for our communities.
- As Gloucester continues to grow, we will protect and enhance our parks, open spaces and allotments to benefit the environment and future generations. We will deliver our Open Spaces Strategy and work with developers in the city to ensure that provision of green space is fundamental to regeneration, as well as continuing our tree planting programme to further support our commitment to tackling climate change.

### **Priority 3**

#### **Building a socially responsible and empowering Council**

##### *What does this mean?*

As we work towards achieving our ambitions for a better Gloucester, we remain committed to providing great, accessible services that offer value for money to our residents and doing so in a way that minimises our impact on the environment and promotes inclusion. We know that technology is changing the way people live, work and connect and, through our ongoing digital transformation journey, we will ensure that customers can access more of our services quickly and efficiently online, allowing us to do more with less and focus our resources in a way that enables all communities to thrive.

##### *Promises*

- By implementing our Digital Strategy, we will play a leading role in bringing community partners together to make use of developing technologies in ways that benefit all communities equally. We will develop our digital infrastructure, while simultaneously prioritising sustainability, to position Gloucester as an emerging Smart City and promote opportunities to improve access and skills across Gloucester. Internally, we will keep pace with changing preferences and transform the way we work by making more services easily accessible online.
- We will ensure that the council's day-to-day activities generate opportunities for our communities by implementing our Social Value Policy to drive sustainable procurement. We will secure investment in the city to protect the environment and ensure that more people can benefit from regeneration and other council projects. We will ensure that communities in Gloucester's suburbs can benefit from work to improve the city centre and lever opportunities for jobs, skills, environmental improvements and local project investment through this work.
- We understand the importance our residents place on high-quality waste and street care services and we also know the impact these services can have on the environment. We are already working to ensure the smooth transition from our current provider to our new waste partnership, which shares our vision of providing fit-for-purpose, value for money services which can deliver greater environmental benefits to Gloucester's residents, such as increased recycling rates.
- We will consider the environmental implications of all decisions affecting the council and continue work towards achieving a net-zero council carbon footprint by no later than 2030, taking carbon off-setting into account, with initiatives such as installation of remote meters in our properties that provide insight into how our buildings use energy, driving energy-efficiency and lower energy consumption.
- As we implement our vision, we will not compromise on meeting customers' expectations for the services that matter most to them. We will meet agreed response times and maintain high levels of statutory compliance, while prioritising the city and the council's recovery from the Covid-19 pandemic, including meeting any financial challenges and supporting our most vulnerable residents and local businesses.



<b>Meeting:</b>	<b>Overview &amp; Scrutiny Committee</b>	<b>Date:</b>	<b>4 October 2021</b>
	<b>Cabinet</b>		<b>13 October 2021</b>
<b>Subject:</b>	<b>Annual Report for Energy Costs and Energy Reduction Projects</b>		
<b>Report Of:</b>	<b>Cabinet Member for Environment</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>Abi Marshall Asset Management 01452 396212</b>		
	<b>Email: <a href="mailto:Abi.Marshall@gloucester.gov.uk">Abi.Marshall@gloucester.gov.uk</a></b>		
<b>Appendices:</b>	<b>None</b>		

## FOR GENERAL RELEASE

### 1.0 Purpose of Report

- 1.1 The purpose of the report is to inform Cabinet of the Council's energy costs and projects to reduce energy usage

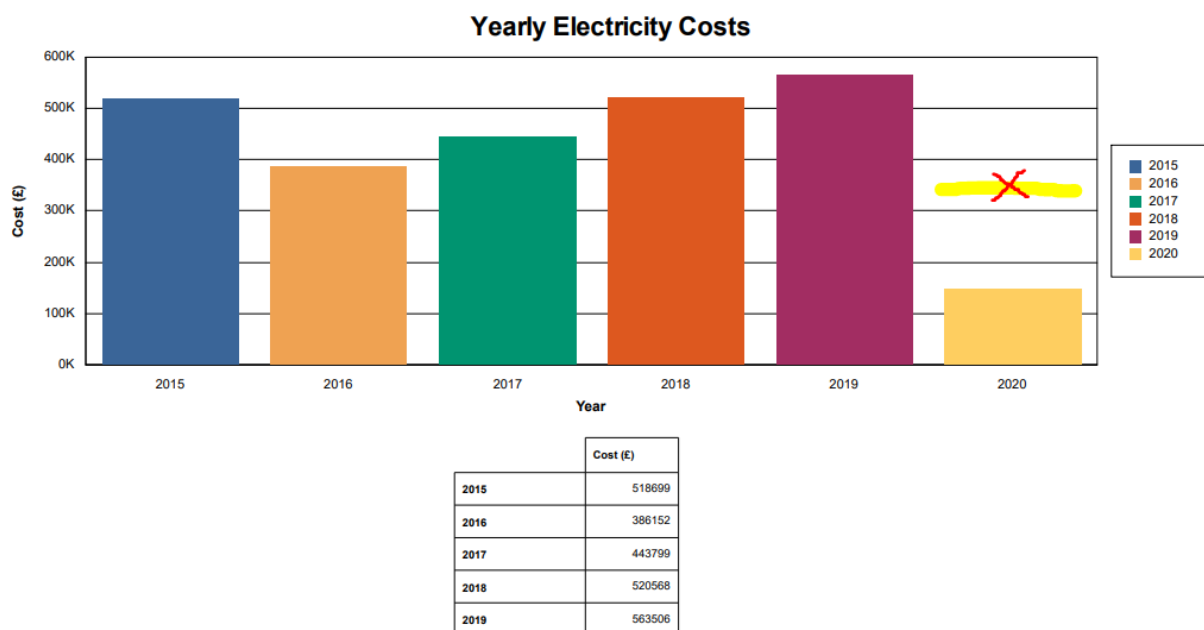
### 2.0 Recommendations

- 2.1 Overview and Scrutiny Committee is asked to consider the information contained in the report and make any recommendations to Cabinet.
- 2.2 Cabinet is asked to **RESOLVE:**
  - (1) to note progress in the reduction of energy usage and consumption in the year 2020-21.
  - (2) to support continued implementation of projects to save energy in the councils main buildings as set out in section 4 of this report.

### 3.0 Background and Key Issues

- 3.1 Gloucester City Council adopted a revised and updated Energy Management Strategy in 2012. One of the key objectives of this strategy was a commitment to reduce the Councils energy use across its buildings by 2% per year, along with a commitment to yearly monitoring of energy costs and consumption with an annual report to cabinet. The Council is also committed to reduce its annual spend on energy by £50,000 pa. So far for what we have been billed for in 2020 we are seeing a significant reduction in our annual energy spend, however this is not surprising in light of COVID.

- 3.2 The council's various operational buildings and sites (including those operated by partners e.g. Aspire) consume significant quantities of gas and electricity. The total gas and electricity bills for the year to date 2019-20 for the net operational sites excluding our partners is £563,750 this equates to £1,549 per day. We will not receive the invoices for 2020 - 2021 for a couple of months but on our estimate it will amount to £360,000 (marked with a red cross on the chart below), which results in a significant drop to £989 per day, therefore saving for the Council.



## IMPORTANT NOTE

- 3.2.1 Costs have increased but consumption on the core operational properties has reduced significantly due to COVID.

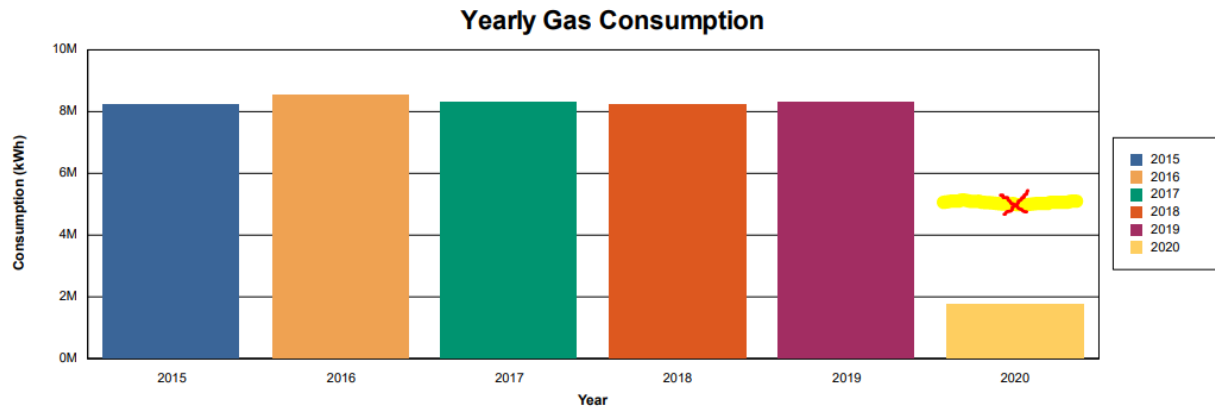
## 3.3 Gas Use

We now supply more buildings, arranging the utility supplies to additional sites e.g. the new sports complex at Plock Court and the new Bus Station. They are energy efficient but they do sway the figures, taking out the properties where we pass through the costs the estimated figures are shown below. Gas heats most of the council's buildings and is also used to cool HKP. However, HKP has been vacant now for two years with minimal gas use.

- 3.4 Work has started at Plock Court where a study identified a large flat roof capable of holding Solar PV's and the adjoining sports field will house a ground source heat pump. This will enable savings of approximately £35,000 per annum and reduce CO2 emissions by 69 tonnes. <http://www.local.gov.uk/case-studies/gloucester-city-council-renewable-energy>. These works have been grant funded by Salix (a non departmental public body wholly owned by the Government). Savings will not be realised until 2022, once the works have been completed.

- 3.5 It is not surprising that due to COVID our gas use has dropped significantly. The estimated amount of gas that we believe will have been consumed for 2020 - 21 is indicated on the chart below with a red cross. You can see over the last 5 years prior to this our consumption has not fluctuated significantly.

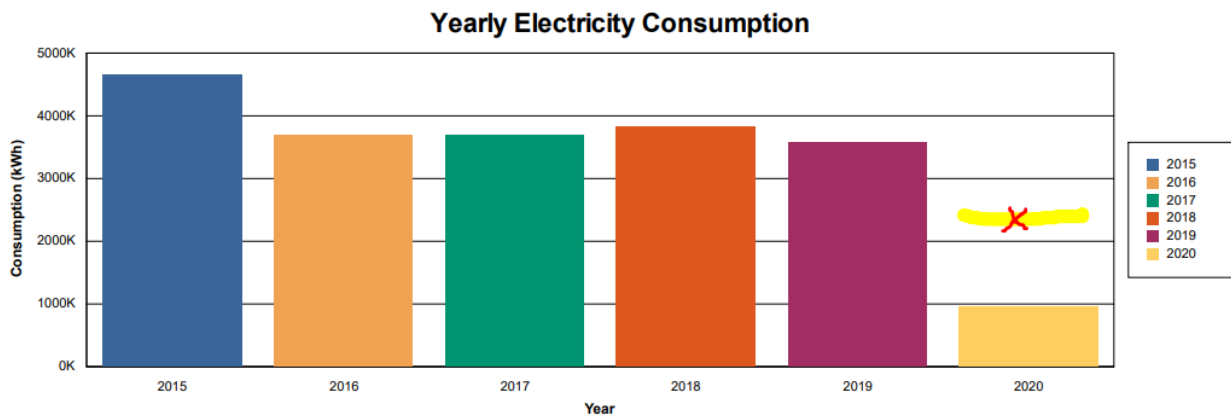




	Cons (kWh)
2015	8223766
2016	8538300
2017	8312935
2018	8213454
2019	8290115

### 3.4 Electricity Use

Again we do not have full year figures but on the same basis as the gas the estimated annual comparison for electricity consumption is shown below.



	Cons (kWh)
2015	4667132
2016	3701944
2017	3693705
2018	3830721
2019	3582306
2020	948988

### 3.5 Water Use

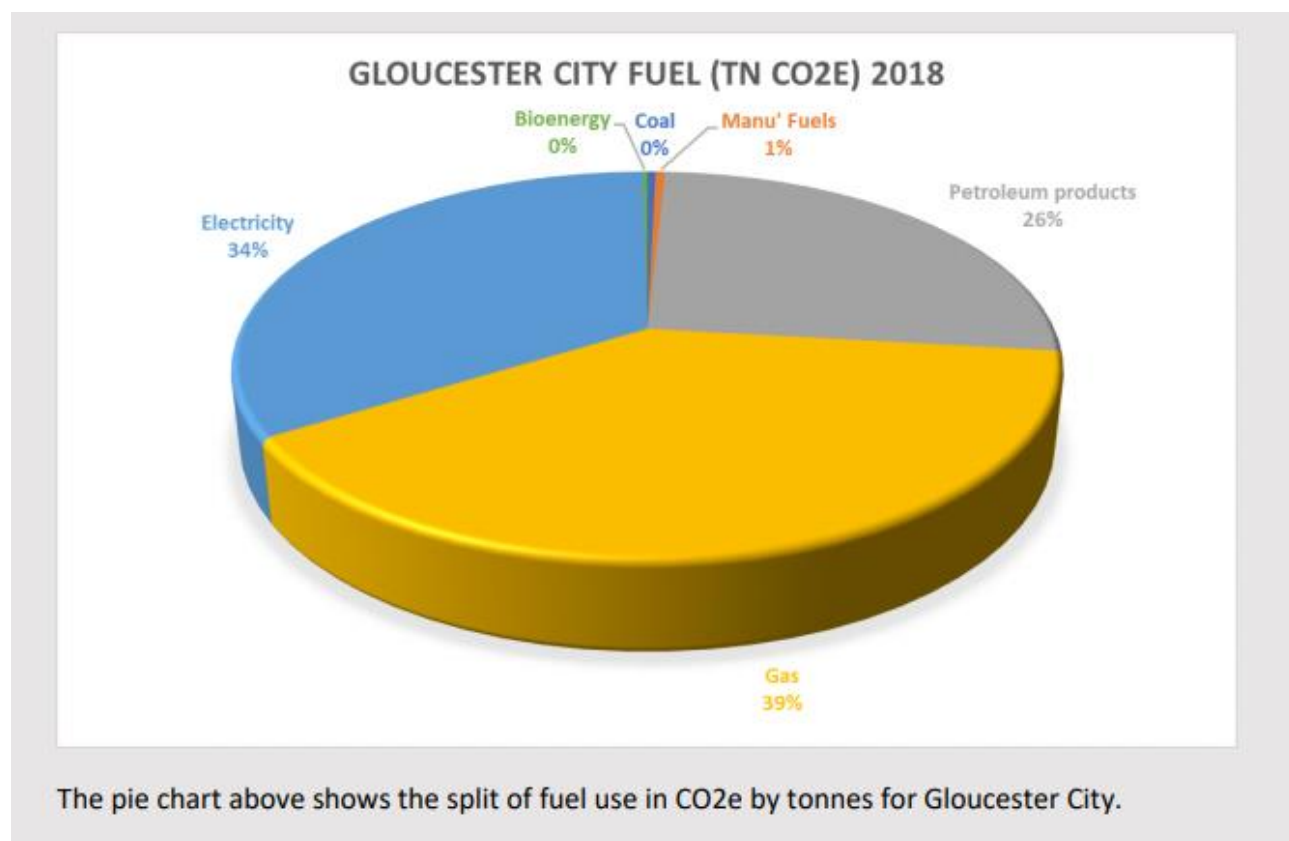
The other main utility cost for the Council is water, currently supplied by Severn Trent. The monitoring of water resources are carried out under contract by Aquafund who both monitor our usage and at their own cost have installed water saving devices in our building the cost of which are covered by sharing the resulting drop in water costs with them.

### 3.6 General energy price trends

It is highly likely and very probable that energy prices will rise sharply 2021-2022. West Mercia Energy (WME) are warning of extreme market rises. We are shielded for the next 12 months due to a cap we have in place, so now is exactly the right time to consider alternatives with significant grants available for implementation of a number of schemes that target carbon neutrality. However, expertise is required to tap into these, this expertise does not lie within the property team, who are best positioned to help with the implementation and advise on Green Leases.

### 3.7 Carbon Dioxide Emissions

In October 2020 a report was commissioned by the Climate Change Officer in relation to our Carbon Emissions and how the Council could expect to make large savings in energy use and consequent reductions in CO<sub>2</sub> emissions. The Council is working towards achieving net zero carbon emissions by 2030 and a City wide commitment of 2050. The report is extremely comprehensive. [Climate Change Strategy Appendix 1.pdf \(gloucester.gov.uk\)](#)



The councils CO<sub>2</sub> emissions have reduced by year on year when compared with the baseline year 2003-4.

### 4.0 Energy Saving Projects

The move to a pool fleet reduced the Councils Carbon output. Reducing the fleet and the implementation of pure electric vehicles will further extend this.

Installing EV charge points across appropriate car parks will further help encourage more BEV car ownership amongst its residents and businesses across the city.

Investigating and moving to alternative fuels for the Councils heavy RCV fleet is achievable within the Councils 2030 target.

Work has commenced at Plock Court and the installation of the Ground Source heat pump is well under way using grant monies and targeted energy savings of £35,000pa as well as much improved fuel economy using renewables.

Since 2003 the City Council has brought forward a number of capital projects aimed at reducing energy use in all its main buildings.

In the year 2018-19 the main projects delivered were:

- *Installation of LED Lighting in Longsmith Street Car park*
- *Installation of outdoor LED flood lighting and personnel lighting around the City e.g. 43 external lights at Plock court, Flood Lighting at Bishop Hooper monument. Westgate Street reception project replaced lights with LED on PIRs. Although the individual savings produced are small the aggregation of a large number of marginal gains make significant contribution.*
- *Recommissioning and rebalancing of the City Museum boilers, the museum was running on 4 boilers we have got all 8 boilers working and balanced the system which will not only improve resilience but will make fuel savings.*
- *Photovoltaic panels and other energy efficiency measures were made an integral part of the new Bus Station design.*
- *The roll out of the Enterprise Car scheme this has resulted both in a reduction of car usage/journeys and budget savings on travel.*

4.1 A number of other energy saving projects are in the process of development and evaluation. These include; Oxstalls Tennis Centre lighting replacement scheme, Crematorium heat exchanger connection, GL1 Photovoltaic roof scheme and continued replacement of incandescent with LED lights for example North Warehouse flood lights and the Guildhall.

4.2 The 2020 (October) report undertaken by CLS Chartered Consultancy sets out a large number of achievable property related recommendations. This needs a dedicated lead to take forward. There are 13 high consuming sites which have been identified to permit the optimum fuel and energy savings. Targeting these will lead to the most significant cost and carbon reduction. These include buildings such as GL1 and Crematorium.

4.2 Through its leadership, setting good examples by its actions and trend setting the Councils joint ventures and arms length companies will be encouraged to follow suit. Also, because it has control over a large majority of its buildings, operations and fleet, half ownership of the airport and a large influence over its tenanted properties, it will encourage businesses and residents to follow suit by showing what can be achieved.

## **5.0 Social Value Considerations**

5.1 Although there is limited direct scope for social value in the management of the portfolio the disposal strategy seeks to encourage Community Asset Transfer of suitable property Assets which will produce opportunities for ABCD.

- 5.2 By adopting an Energy strategy in 2003 and continuing to work to improve the energy efficiency of its main buildings the City council is acting in a leadership role by setting an example of good practice that the community can follow.

## **6.0 Alternative Options Considered**

- 6.1 The Strategy has been carefully considered and is an amalgam of good estate management and the Council's values.

## **7.0 Reasons for Recommendations**

- 7.1 The Strategy will enable the Council to continue to make a significant contribution towards carbon reduction while cutting costs.

## **8.0 Financial Implications**

- 8.1 There are no direct financial implications but the strategy will allow the Council to manage its property portfolio in a way that seeks to protect the returns on the property interests. However, there could be savings by the reduction of our energy usage during the pandemic and moving forward. If any savings can be realised then the Council's Money Plan will be updated to account for these.

## **9.0 Legal Implications**

- 9.1 One Legal have been consulted in the preparation of this report and there are no legal implications at this stage.

## **10.0 Risk & Opportunity Management Implications**

- 10.1 There are no adverse risks associated with the proposed Strategy it does not change the risk profile of the way our portfolio is managed. However, this is best led by an energy specialist in conjunction with the property team to maximise gains.

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

- 11.1 The PIA Screening Stage was completed and did not identify any potential or actual negative impact, therefore a full PIA was not required.

## **12.0 Other Corporate Implications**

### Community Safety

- 12.1 No adverse impacts.

### Sustainability

- 12.2 No adverse impacts.

### Staffing & Trade Union

- 12.3 No adverse impacts.

## **Background Documents:**

Climate Change Strategy - [Climate Change Strategy Appendix 1.pdf \(gloucester.gov.uk\)](#)



<b>Meeting:</b>	<b>Overview &amp; Scrutiny Cabinet</b>	<b>Date:</b>	<b>4 October 2021 13 October 2021</b>
<b>Subject:</b>	<b>Armed Forces Community Covenant Update</b>		
<b>Report Of:</b>	<b>Cabinet Member for Communities &amp; Neighbourhoods</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>Isobel Johnson – Community Wellbeing Officer</b>		
	<b>Email: <a href="mailto:Isobel.johnson@gloucester.gov.uk">Isobel.johnson@gloucester.gov.uk</a> Tel: 39(6298)</b>		
<b>Appendices:</b>	<b>1. Gloucester City Council – Specific Measures</b>		

## FOR GENERAL RELEASE

### 1.0 Purpose of Report

- 1.1 To provide an update to Cabinet on the support offered to current and former members of the armed forces, reservists and their families as part of our commitment to the Gloucestershire Armed Forces Community Covenant ('the Covenant').

### 2.0 Recommendations

- 2.1 Overview and Scrutiny Committee is asked to consider the information contained in the report and make any recommendations to Cabinet.
- 2.2 Cabinet is asked to **RESOLVE** that -
- (1) Work undertaken to support current and ex-service personnel as part of the Council's ongoing commitment to the Covenant be endorsed.

### 3.0 Background and Key Issues

- 3.1 An Armed Forces Covenant exists between the people of the UK and the Armed Forces and their families. It lays out the principles that should exist in the relationship between the Armed Forces and the rest of the Nation, including respect, support and fair treatment. It makes clear that no-one who has served should face disadvantage from their service and that, in some cases, special consideration is appropriate.

- 3.2 A Gloucestershire Armed Forces Community Covenant ('the Covenant') stands alongside the Armed Forces Covenant and is a voluntary statement of mutual support between the people of Gloucestershire and the local Armed Forces community.
- 3.3 Through its membership of the Covenant, Gloucester City Council has made a commitment to the wider Armed Forces Covenant, to support the Armed Forces community within Gloucester and the wider County. Cllr Andy Lewis represents the Council as its Armed Forces Champion and this position is appointed to (or re-appointed to) annually by the Council. In addition, we now have an Armed Forces Officer Champion and an operational Lead Officer based in the Community Wellbeing Team. They will be working towards several outcomes this year and liaising regularly with partners.
- 3.4 In following these commitments, the Council is involved in a number of areas to support the Armed Forces, their families and those who have served to be a part of the wider community. The aims of the Covenant are as follows –
- Encourage local communities to support the Armed Forces community in their areas;
  - Encourage the Armed Forces community to help and support the wider community, whether through participation in events and joint projects or other forms of engagement such as volunteering;
  - Promote understanding and awareness among the public of issues affecting the Armed Forces community;
  - Recognise and remember the sacrifices made by the Armed Forces community at many annual events.
  - Encourage activities which help to integrate the Armed Forces community into local life.
- 3.5 The 2011 census results indicated that over 300 serving members of the military were living in Gloucester at the time of the survey, not including partners or children. The results of the 2021 census will be available in February 2022 and will provide us with a more accurate picture.
- 3.6 In January 2019 the Ministry of Defence estimated that by 2028 there will be 1.6 million veterans living in the UK with over a half of all veterans being aged 65 or older and 87% of all veterans being male.
- 3.7 Gloucestershire is home to 18 Army Cadet detachments with 2 of these being located in Gloucester, namely - Malmesbury Road Platoon and the Gloucestershire ACF Band & Corps of Drum.
- 3.8 In the previous 12 months, 13 individuals who identified as service or ex service personnel have been re-housed in Gloucester through the Gloucestershire Homeseeker Choice Based Lettings Scheme. The reasons for re-housing were as follows; homeless or threatened with homelessness

(5), urgent/significant medical welfare (2), overcrowding (2), downsizing (1) with the remaining 3 having a low housing need.

- 3.9 The armed forces bill of 2006 was renewed this year and makes provision for a further period of five years, ending no later than 2026. Now known as the Armed Forces Bill 2021, it requires the council to pay due regard to the principles of the Armed Forces Covenant in terms of housing.
- 3.10 We are required to comply with the Code of Guidance on Homelessness 2018 and have regard to armed forces personnel in our housing allocation scheme. In addition, we are committed to improving housing outcomes for members and ex-members of the armed forces. The countywide Homeseeker plus allocations policy gives additional preference in terms of re-housing armed forces members. Members of the armed forces have a local connection to the district of their choice. This greater level of choice evidences the additional preference afforded to those who are serving or have recently served in the armed forces.
- 3.11 In addition to any duties owed under the homelessness legislation, on discharge members of the armed forces with Homeless priority need (i.e. dependent children or vulnerable as a result of disability) will be awarded Gold band for 6 months from the discharge date. Those that are homeless with a non - priority need are given Silver band from their discharge date. Should they become homeless again within 5 years of the discharge priority need or unintentionally homeless applicants will be awarded Gold band again for 6 months from Notice being received.
- 3.11 The 'duty to refer' applies to the Ministry of Defence under the Homelessness Reduction Act 2017, therefore they are required to refer any service personnel facing homelessness within 56 days to the local housing authority. This enables access to housing services as early as possible in the process and increase access to social housing.
- 3.12 The charity Alabare run a 12 bed home for veterans based in Longlevens which is the second of their Gloucestershire properties.
- 3.13 A list of specific measures that the Council implements in support of the Covenant is included at Appendix 1 and covers areas such as housing advice & support, enabling and supporting events and charitable causes and access to Council services. It is these customer facing aspects of the Council which are likely to be more relevant to our Armed Forces.
- 3.14 The Council is also represented by Councillors and senior officers at several annual events to mark a range of important dates such as Remembrance Day but also events to celebrate our local armed forces community operating out of Imjin Barracks. Sadly, as was the case in 2020, many of this year's public events have been celebrated virtually due to Covid 19. However, the Council recognise both the historical and ongoing sacrifices and efforts of our armed forces by marking key dates with the flying of flags outside North Warehouse and running social media campaigns.

- 3.15 Our District Council partners in addition to Gloucestershire County Council are also signed up to the Covenant and continue to work together to improve how councils can collaborate as a network, with a particular focus on -
- 1) Identifying where contributions can be made to the South West Regional Development Project;
  - 2) Obtaining a better understanding of the needs of children and young people in the armed forces community;
  - 3) Understanding our workforces better in terms of their connection to the armed forces.
  - 4) Aligning our services and sharing resources to increase the support available to veterans and their families
- 3.16 The Armed Forces Community Covenant Meeting, organised by Gloucestershire County Council, has been meeting in 2021. Meetings are scheduled quarterly with the next one due to take place at the end of September.
- 3.17 The Community Wellbeing Team have started making connections to relevant charities, organisations and other agencies to discover how the council can work in partnership to better support the armed forces community. Most notably, SSAFA (Soldiers, Seamen, Airmen and their Families Association) and the Occupational Therapy team at Gloucestershire NHS Trust. Through these connections, the Community Wellbeing Team are able to;
- Support the mental health of injured veteran's by matching them into meaningful volunteering opportunities
  - Help integrate veterans and their families into their local community through community building activities
  - Enhance the support of SSAFA and the Occupational Therapists by linking them to other resources and services such as the Community Wellbeing Agents who have access to schemes such as exercise on referral at Aspire Leisure Centre
- 3.18 There are several mental health organisations represented at the armed forces community covenant partnership meeting. This provides the council with close links to vital counselling and therapy services which officers can refer veterans and their family members to, if necessary. The council also works closely with the community wellbeing agents and social prescribers who can support with low level mental health conditions.
- 3.19 The Armed Forces Covenant Fund launched in 2015 provides £10m each year to support members of the Armed Forces community. Applications are welcomed from Local Government, to support local delivery of Armed Forces Covenants. Armed Forces Covenant Fund: Force for Change programme has is open for applications until 19 November 2021. The Council is exploring ideas to apply in partnership with the Occupational Therapy team.



- 3.20 The Council's website which was updated this year, includes a page dedicated to information about the support we offer to Armed Forces Personnel and veterans and includes resources and links to other pages.

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

- 4.1 For the Armed Forces Community, the Covenant encourages the integration of service life into civilian life and encourages members of the Armed Forces community to help their local community.

#### **5.0 Alternative Options Considered**

- 5.1 There are no alternative options for consideration

#### **6.0 Reasons for Recommendations**

- 6.1 The Council are committed through the Gloucestershire Armed Forces Community Covenant to work in partnership and act together to honour the covenant. The council encourage support for the Armed Forces Community working and residing in the City and work to recognise and remember the sacrifices that they have, and continue to make.

#### **7.0 Future Work and Conclusions**

- 7.1 The council will be applying for the Bronze Defence Employer Recognition Award in Autumn/Winter 2021. The Defence Employer Recognition Scheme (ERS) encourages employers to support defence and inspire others to do the same. The scheme encompasses bronze, silver and gold awards for employer organisations that pledge, demonstrate or advocate support to defence and the armed forces community, and align their values with the Armed Forces Covenant. To achieve bronze status, the council have to:

- pledge to support the armed forces, including existing or prospective employees who are members of the community
- must have signed the Armed Forces Covenant
- promote being armed forces-friendly and be open to employing reservists, armed forces veterans (including the wounded, injured and sick), cadet instructors and military spouses/partners.

- 7.3 The results of the staff survey will indicate if the council need to better support veterans, reservists, or staff who have family members currently serving. An internal working group will be created if there is enough interest and suggestions will be taken forward for improvements to HR policies and/or the delivery of front-line services.

- 7.4 Gloucestershire County Council will be rolling out an online training program for front line services on armed forces awareness within the next year. This is so staff can effectively sign post and ensure people are receiving all of the support they need.

- 7.5 Gloucester City Council remains committed to our Armed Forces community and an annual update report for Cabinet will continue to be provided each autumn.

## **8.0 Financial Implications**

- 8.1 Financial implications are discussed within the report and appendix associated with this report.

(Finance have been consulted in the preparation of this report)

## **9.0 Legal Implications**

- 9.1 There are no legal implications associated with this report.

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

## **10.0 Risk & Opportunity Management Implications**

- 10.1 N/A

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

- 11.1 The PIA Screening Stage was completed and did not identify any potential or actual negative impact, therefore a full PIA was not required.

## **12.0 Other Corporate Implications**

### Community Safety

- 12.1 There are no community safety comments associated with this report.

### Sustainability

- 12.2 There are no sustainability comments associated with this report.

### Safeguarding

- 12.3 There are no safeguarding comments associated with this report.

### Staffing & Trade Union

- 12.4 There are no staffing or trade union comments associated with this report.

### Press Release drafted/approved

- 12.5 This report re-iterates the Council's support for the Armed Forces Covenant and although the content of the report may not naturally be considered news worthy there has been high level political pressure around supporting our Armed Forces Community from senior Government Ministers over the Summer months. The report may provide an opportunity however to formally acknowledge the interest shown by Government in this area of work, re-iterate

our commitment to the Covenant and confirm our thanks and gratitude to both veterans and serving personnel within Gloucester.

## Background Documents:

Gloucestershire Armed Forces Community Covenant

## Appendix 1 – Gloucester City Council Specific Measures

Theme	Measure(s)
Organisational Development	Staff who are members of the Territorial Army or other military support service are, supported through flexible working arrangements contained in HR policies
Building Control	For Armed Forces personnel returning from duty with a disability, the Council provides free Building Control advice and will not charge for any applications made for extensions or alterations to their home.
Remembrance Sunday Event	The Council continues to work with armed forces on events including the sale of poppies for Remembrance Sunday and the promotion of Armed Forces Day through internal & external communications and inclusion in the Council's events calendar.
Armed Forces Day Committee	The Council's Armed Forces Champion has previously been involved with the Armed Forces Day Committee, but the committee has not met since before the pandemic and there has not been any news on when they will regroup.
British Legion Poppy Day	The council will be meeting with the military and Royal British Legion in mid-September to plan this year's event. It will take place on Sunday 14th November will consist of a service at the Gloucester park memorial, a military parade through the city gate streets and a Cathedral service in the afternoon.
War Memorial, Cenotaph & War Graves	The Council commits to maintaining the war memorial at the cenotaph in Gloucester Park and the war graves at Tredworth Cemetery, to a high standard.
Army Recruitment Events	The Council will continue to support recruitment events by enabling access to suitable sites
Housing Advice & Homelessness	In the previous 12 months, 13 individuals who identified as being armed forces or ex service personnel have been re-housed in Gloucester through the Gloucestershire Homeseeker Choice Based Lettings Scheme with our allocations policy enabling them to benefit from priority need.
Benefit Claimants	Where applicants are in receipt of housing benefit (HB) and/or council tax support (CTS), the City Council has adopted a policy to disregard as income some extra elements of war disablement pensions. The total expenditure for 2020/21 war disablement pension is £23,546. The council received a subsidy of 75% of this value totalling £17,660. Therefore, the cost to the council is £5,886.
Discretionary Housing Payments (DHP)	The Council provides further help with housing costs through the use of DHP, with a local procedure enabling us to disregard as income some extra elements of war disablement pensions (the same as in housing benefit) when awarding payment.

Under-occupation Reductions in Housing Benefit	Legislation continues to assist armed forces personnel in that a bedroom used by members of the armed or reserve forces will not be counted as a 'spare' room whilst they are away from their main place of residence, providing that they have an intention to return to the property and they were in fact treated as a non-dependant person prior to their absence.
Access to Council Venues	The Council offers discounts to Defence Privilege card holders to use at the Guildhall. Access to the Gloucester Museum is free of charge.