



COUNCIL

MEETING : Thursday, 20th November 2014

PRESENT : Cllrs. Llewellyn (Mayor), Noakes (Sheriff & Deputy Mayor), James, Dallimore, Norman, Organ, Porter, Haigh, Hilton, Gravells, Tracey, McLellan, Smith, Hobbs, Lugg, C. Witts, Hanman, Lewis (part), Wilson, Ravenhill, Bhaimia, S. Witts, Field, Williams, Brown, Dee, Taylor, Beeley, Hansdot, Gilson, Mozol, Patel, Randle, Toleman, Chatterton and Pullen

Others in Attendance

Martin Shields, Corporate Director of Services and Neighbourhoods

Sue Mullins, Head of Legal and Policy Development

Tanya Davies, Democratic and Electoral Services Manager

53. MINUTES

53.1 **RESOLVED** – That the minutes of the Council meeting held on 25 September 2014 be approved and signed by the Mayor as a correct record.

54. DECLARATIONS OF INTEREST

54.1 Councillors Hilton, Gravells and Brown declared a personal interest in agenda item 8, a joint report of the Corporate Director Services and Neighbourhoods and the Chief Executive of Gloucestershire County Council concerning a joint proposal for a shared Managing Director and Commissioning Director, as they were also Gloucestershire County Councillors.

54.2 Councillors Hilton, Lugg and Taylor declared a disclosable pecuniary interest in agenda items 10A and 12, reports of the Cabinet Member for Regeneration and Culture concerning the Terms of Reference for the Shareholder Forum for Gloucestershire Airport and progress being made with the governance arrangements, as they were Directors of Gloucestershire Airport Board. Councillors Hilton, Lugg and Taylor would move to the public gallery during consideration of item 10A and withdraw from the meeting during consideration of item 12 if the Council resolved to exclude members of the press and public from the meeting.

54.3 Councillor Dallimore declared a personal interest in agenda item 14(2), a notice of motion from the Liberal Democrat Group concerning Sky Lanterns, as she was an employee of Richard Graham MP.

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55. PUBLIC QUESTION TIME (15 MINUTES)

- 55.1 Mr Jonathan Hoad asked the Cabinet Member for Environment if he would undertake to encourage Redrow Homes to properly maintain the former Civil Service Club hedge line along Denmark Road and Stagecoach to hedgerow at the back of the bus depot.
- 55.2 Councillor Porter (Cabinet Member for Environment) undertook to write to both Redrow Homes and Stagecoach.

56. PETITIONS AND DEPUTATIONS (15 MINUTES)

- 56.1 There were no petitions or deputations.

57. ANNOUNCEMENTS (COUNCIL PROCEDURE RULE 2(VII))

Mayor

- 57.1 The Mayor noted that 24 November 2014 was the deadline for RSVPs for the Children's Christmas Party and asked Members to return any unused invitations.
- 57.2 The Mayor advised that the Charity Giving Tree would be situated in the Eastgate Shopping Centre until 21 December 2014 and that donated presents would be distributed by One Church.
- 57.3 The Mayor thanked Members for their attendance at the recent Remembrance Sunday service.

Chair of Overview & Scrutiny Committee

- 57.4 Councillor Lugg (Chair of the Overview & Scrutiny Committee) invited all Members to attend the Overview & Scrutiny Committee meeting on 1 December 2014, during which the Committee would scrutinise the budget proposals for 2015-16.

58. SUSPENSION OF COUNCIL PROCEDURE RULES

- 58.1 Moved by Councillor James (Leader of the Council and Cabinet Member for Regeneration and Culture) and seconded by Councillor Dallimore (Deputy Leader of the Council and Cabinet Member for Communities and Neighbourhoods) –
- 58.2 **RESOLVED** - That Council Procedure Rules be suspended to allow the relevant officers to address the Council in respect of agenda item 12 (Update on Governance Arrangements for Gloucestershire Airport Limited).

59. JOINT PROPOSAL FOR A SHARED MANAGING DIRECTOR & COMMISSIONING DIRECTOR FOR GLOUCESTER CITY COUNCIL & GLOUCESTERSHIRE COUNTY COUNCIL

- 59.1 The Council considered a joint report of the Leaders of the City Council and Gloucestershire County Council concerning proposals to jointly appoint a Managing Director for the City Council and Commissioning Director for the County Council.

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- 59.2 Councillor James moved the recommendations set out in the report and advised that, in determining the appropriate senior management structure for the Council, all options had been considered and that a shared post with County Council was the right choice for both authorities; the shared post would help achieve efficiencies through increased joint working and would give the City Council the opportunity to influence policy. He thanked Opposition Group Leaders for supporting the ground-breaking proposals.
- 59.3 Councillor Dallimore seconded the motion.
- 59.4 Councillor Hilton (Leader of the Liberal Democrat Group) stated that the proposals for a shared post were innovative and would amount to a 'partnership of equals' between the two local authorities. He emphasised the importance of wide advertisement of the post in order to attract the desired standard of candidates.
- 59.5 Councillor Haigh (Leader of the Labour Group) stated that the Council had been through a challenging period of organisational change and that the proposals would provide the City Council with the appropriate management arrangements with significant benefits for both local authorities, while retaining separate democratic structures. She stated that communication between Members and officers must improve in the proposals were to succeed and that proper democratic oversight be put in place.
- 59.6 Councillor Smith raised concerns that the proposals were not widely tested and that more detailed was required to fully understand how the joint post would operate, particularly in the event of a dispute between the two local authorities. She stated that staff morale was low and communication with Members was poor.
- 59.7 Councillor Wilson advised that he was supportive of the proposals, but highlighted concerns about resilience. He emphasised the need to recruit to the vacant Corporate Director of Resources post quickly, along with the joint post.
- 59.8 Councillor Tracey questioned the impact of the proposals on staff across the both the City and County Councils and urged senior Members and officers to improve communication with staff.
- 59.9 Councillor C. Witts echoed the need to improve staff morale and communication across the City Council.
- 59.10 Councillor S. Witts asked how conflicts of interest would be dealt with and what would happen when the joint postholder took leave.
- 59.11 Councillor Norman (Cabinet Member for Performance and Resources) advised that a number of similar arrangements were operating successfully across the country and that extensive research and consultation had been undertaken. He confirmed that appropriate scrutiny arrangements would be established and stated that the proposals would enable the City Council to move forward with strength and purpose.

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59.12 Councillor Lugg commented that Members should have been provided with more detail on how the arrangements would work in practice.

59.13 Councillor Dallimore stated that many significant projects were in progress, but that the appropriate senior management structure was required to deliver the Council Plan objectives. She stated that the proposals would encourage collaborative working, while increased opportunities for shared services would deliver savings. She noted that the County Council was keen to benefit from the City Council's community engagement mechanisms.

59.14 Councillor James stated that the Council had welcomed the LGA Peer Challenge and that much had changed since the exercise was undertaken. He explained that the joint postholder would spend the majority of their time on Gloucester matters and cover arrangements would be identical to arrangements if the post were not to be shared. He reported that staff morale was not low and this was evidenced at the recent Staff Event and by the warm praise for the Corporate Director of Services and Neighbourhoods. He stated that recruitment to the shared post would happen first in order that the appointed individual could help guide the appointment of the Corporate Director of Resources.

59.15 **RESOLVED –**

- (1) The post of Managing Director for the City Council and Commissioning Director for the County Council to be advertised and recruited to.
- (2) The Head of Paid Service role for the City Council to be assigned to the Managing Director role from the date of appointment.
- (3) Both roles be shared equally (18.5hrs per week).
- (4) Gloucester City Council be the employing authority.
- (5) All costs associated with the roles to be split equally between both organisations, now and in the future.

60. REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) - REVIEW OF PROCEDURAL GUIDE

60.1 The Council considered a report of the Cabinet Member for Performance and Resources concerning the review of the Regulation of Investigatory Powers Act 2000 (RIPA) Procedural Guide.

60.2 Councillor Norman moved the recommendation set out in the report.

60.3 Councillor James seconded the motion.

60.4 Councillor Norman explained that there was a requirement to review the Procedural Guide annually and that the only changes proposed were to named personnel.

60.5 **RESOLVED** - that the changes to the Procedural Guide at Appendix 1 be approved.

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61. REVIEW OF POLLING DISTRICTS AND POLLING PLACES 2014

- 61.1 The Council considered a report of the Returning Officer concerning the 2014 Polling District and Polling Places Review.
- 61.2 Councillor Taylor (Chair of the Constitutional and Electoral Working Group) moved the recommendation set out in the report.
- 61.3 Councillor Field (Vice Chair of the Constitutional and Electoral Working Group) seconded the motion.
- 61.4 Councillor Taylor explained that two responses to the consultation had been received and that in respect of the use of Tredworth Junior School as a polling station, there were no suitable alternative venues available. He noted that the Council was required to approve any changes to polling districts or polling places, but that the location of polling stations was a matter for the Returning Officer and that alternative venues would be considered at any time.
- 61.5 Councillor C. Witts noted that schools often objected to being used as polling stations and requested that consideration be given to using marquees as an alternative.
- 61.6 Councillor Taylor undertook to discuss the request with the Constitutional and Electoral Working Group.
- 61.7 **RESOLVED -**
- (1) That no changes be made to polling districts or polling places at this time.
 - (2) That the Returning Officer's decision to move the polling station for L2 (Kingsway) to Kingsway Community Centre be endorsed.

62. UPDATE ON GOVERNANCE ARRANGEMENTS FOR GLOUCESTERSHIRE AIRPORT LIMITED

Note: Councillors Hilton, Lugg and Taylor withdrew to the public gallery during consideration of this agenda item.

- 62.1 The Council considered a report of the Cabinet Member for Regeneration and Culture concerning the Terms of Reference for the Shareholder Forum for Gloucestershire Airport and progress being made with the governance arrangements.
- 62.2 Councillor James moved the recommendation set out in the report.
- 62.3 Councillor Dallimore seconded the motion.
- 62.4 Councillor James explained that the proposals for a Shareholder Forum followed the recommendations of the recent governance review to strengthen the governance arrangements for the Airport and would help to ensure that the policy

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positions of both the City Council and Cheltenham Borough Council (CBC) as shareholders was aligned, to help guarantee the Airport's success. He welcomed the continuation of a constructive working relationship with the Airport company.

- 62.5 Councillor Wilson questioned whether the proposals would improve the Council's relationship with the Airport company and raised concerns about the circulation of the report.
- 62.6 Councillor Field sought confirmation that the Airport Board and CBC would have sight of the Terms of Reference.
- 62.7 Councillor Porter emphasised the need for the governance matters to be resolved quickly in order for the Airport to successfully move forward.
- 62.8 A number of Members reported that they had not had sight of either the public or the exempt version of the report until the start of the meeting.
- 62.9 The Head of Legal and Policy Development confirmed that the requirements of the Access to Information Procedure Rules had been complied with.
- 62.10 Councillor Haigh questioned why the Council's representatives on the Airport Board had been prevented from accessing the exempt report.
- 62.11 Councillor James noted that the public version of the report had been accepted as a supplementary agenda item on the day of the meeting and that the exempt report was circulated by email; the requirement for two separate versions of the report was due to the conflicts of interest of the Councillors who were also Members of the Airport Board. He advised that the Terms of Reference had been drafted jointly with CBC and would be made available to the Airport Board if approved by the both shareholder authorities. He confirmed that the Constitution would be amended accordingly.
- 62.12 **RESOLVED –**
- (1) That progress on implementation of the approved governance arrangements be noted;
 - (2) That the draft Terms of Reference for the Shareholder Forum at Appendix 1 be approved;
 - (3) That authority be delegated to the Leader, in consultation with the Head of Finance, the Head of Regeneration and Economic Development and the Head of Legal and Policy Development, to make decisions on behalf of the Council as shareholder, on all matters within the Terms of Reference for the Shareholder Forum, except any decisions which are not within the Council's approved Budget or which are inconsistent with the Council's Money Plan.

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63. QUESTIONS BY MEMBERS (COUNCIL PROCEDURE RULE 12)

Written questions to Cabinet Members

63a.1 No written questions had been received.

Leader and Cabinet Members' Question Time

63b.1 Councillor Haigh asked the Leader of the Council and Cabinet Member for Regeneration and Culture if he was proud of the City's indoor market and prepared to invest in a sustainable solution to the accommodation issues.

63b.2 Councillor James advised that options were actively being explored by a cross-party working group and that the right decision was required in order for the market to thrive. He noted recent confusion among the traders in respect of rents and service charges and the uncertainty due to the sale of the Eastgate Shopping Centre, but stated that the Council was committed to retaining an indoor market as part of the City's retail offer and would be in discussion with the new owner of the shopping centre.

63b.3 Councillor Haigh asked the Leader if the Council should have undertaken regular maintenance work to prevent a culmination of repair work.

63b.4 Councillor James stated that the Council has always been committed to the indoor market and keeping trading affordable for the traders. He added that scaremongering would not help the traders or attract customers.

63b.5 Councillor Hilton asked the Leader of the Council and Cabinet Member for Regeneration and Culture why the cafe at the City Museum was open but not selling food.

63b.6 Councillor James stated that a review of the commercial operations at the Guildhall and museums was almost complete and that one element would be looking at outsourcing the catering operations in order to improve the offer.

63b.7 Councillor Hilton asked what was being done in terms of the income being lost from not selling food while the cafe remained open.

63b.8 Councillor James advised that the cafe was currently still selling food and that he would need details of the specific instances in order to investigate.

63b.9 Councillor Haigh asked the Leader of the Council and Cabinet Member for Regeneration and Culture if he would reconsider proposals to close the staff kitchen and keep the service running.

63b.10 Councillor James explained that the proposals were for consultation and that the Organisational Development Committee would make the final decision. He stated that the kitchen was valuable to staff, but that it could not continue to be subsidised; any options that were guaranteed to prevent the need for subsidisation would be considered.

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- 63b.11 Councillor Haigh asked if the kitchen would be included in the proposals to outsource the Council's other catering services.
- 63b.12 Councillor James reiterated that all options would be considered.
- 63b.13 Councillor Hilton asked the Leader of the Council and Cabinet Member for Regeneration and Culture for an update on the sale of the Gloucester Prison site.
- 63b.14 Councillor James reported that the Council and the City MP had been in frequent contact with the Ministry of Justice, but that no information of the preferred bidder had been divulged.
- 63b.15 Councillor Hilton asked the Leader of the Council if he agreed that the sooner the decision was made, the better it would be for the City.
- 63b.16 Councillor James agreed that a swift decision was desirable because the regeneration of the Blackfriars area was of huge importance to the City. He advised that master plan documents for the whole area would be published shortly and that the Council was keen for the new owner of the prison site to be part of the vision.
- 63b.17 Councillor McLellan asked the Cabinet Member for Environment if he shared his concerns that many small organisations could not afford to pay the bond required in order to stage an event on the Council's land.
- 63b.18 Councillor Porter advised that the requirement for a bond had been in place for some time in order that the Council could recover any costs of making good the land after an event. He explained that the level on bond would depend on the type of event and likely level of damage.
- 63b.19 Councillor McLellan asked the Cabinet Member if he would look at the policy again because a number of groups had been required to pay a bond when they had not be required to do so in the past.
- 63b.20 Councillor Porter advised that he was not aware of any change in policy, but undertook to check and provide a further written response.
- 63b.21 Councillor Chatterton asked the Leader of the Council and Cabinet Member for Regeneration and Culture if he would commit to beginning the research and work required in order to add the names of all Gloucester persons lost in military action since 1945.
- 63b.22 Councillor James advised that he had received a number of similar requests and that he intended to use any resources that could be identified to update the War Memorial.
- 63b.23 Councillor Ravenhill asked the Leader of the Council and Cabinet Member for Regeneration and Culture to comment on the success of the Christmas lantern procession and lights switch on.

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- 63b.24 Councillor James stated that it had been a very successful event that continued to improve each year and that it was good to see so many people in attendance.
- 63b.25 Councillor Smith asked the Leader of the Council and Cabinet Member for Regeneration and Culture to consider the including of paid postage return envelopes with electoral registration reminder letters.
- 63b.26 Councillor James advised that it was a matter for the Electoral Registration Officer, who would provide a written response.
- 63b.27 Councillor Field asked the Leader of the Council and Cabinet Member for Regeneration and Culture for an update on issues relating to charity donation collectors, or 'chuggers'.
- 63b.28 Councillor James explained that the site agreement remained in place and the new City Centre Manager was now tackling the enforcement issues. He was awaiting the results of a recent survey on the activity of chuggers and would consider tightening the terms of the agreement if it was deemed necessary.
- 63b.29 Councillor Field asked when the results of the survey would be available.
- 63b.30 Councillor James undertook to share the results with Councillor Field as soon as they became available.
- 63b.31 Councillor Lugg asked the Leader of the Council and Cabinet Member for Regeneration and Culture whether Marketing Gloucester Limited (MGL) had been advised of the necessary protocols for the organisation of civic events.
- 63b.32 Councillor James advised that the selected civic events had not yet transferred to MGL and that MGL staff were taking time to learn from Council officers. He noted that not all events in the City were civic events with a specific role for Councillors to play.
- 63b.33 Councillor Randle asked the Leader of the Council and Cabinet Member for Regeneration and Culture for an update on the former Job Centre unit on Southgate Street.
- 63b.34 Councillor James advised that a planning application had been submitted, which included proposals for a high quality finish. He welcomed the opportunity to bring the building back into use.
- 63b.35 Councillor Mozol asked the Leader of the Council and Cabinet Member for Regeneration and Culture for an update on units in Northgate Street.
- 63b.36 Councillor James advised that the former Dragon's Rest building was occupied, but that the owner lived abroad; the site next door was part of the plans for King's Quarter and an announcement was anticipated shortly.
- 63b.37 Councillor Tracey asked the Leader of the Council and Cabinet Member for Regeneration and Culture for an update on the empty retail units in the City centre.

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- 63b.38 Councillor James advised that the number of empty units was on a sustained downward trend and by December it would have reduced from 48 to 29. The Council would continue its efforts to continue bringing units back into use.
- 63b.39 Councillor Williams asked the Leader of the Council and Cabinet Member for Regeneration and Culture for all update on footfall in the City's two museums.
- 63b.40 Councillor James reported that both the City and Folk Museum had had a very successful October and that both had also exceeded targets set for the first six months of the year.
- 63b.41 Councillor Hobbs asked the Leader of the Council and Cabinet Member for Regeneration and Culture when the automatic bollards installed in the City's gate streets would be operational.
- 63b.42 Councillor James advised that highways matters were the responsibility of the County Council, but that the City Council was continuing to press the County to make them operational as soon as possible.
- 63b.43 Councillor Tracey asked the Leader of the Council and Cabinet Member for Regeneration and Culture what role Marketing Gloucester Limited (MGL) played in the Victorian Market held at Gloucester Quays.
- 63b.44 Councillor James explained that Gloucester Quays may seek support from MGL, but that they were the organisers of the event. He stated that the Victorian Market was very successful and important for the City; it also resulted in revenue through use of City Council-owned car parks. He noted that Gloucester Quays had brought in consultants to assist with the management of the traffic issues caused by their popular events.
- 63b.45 Councillor Lewis asked the Leader of the Council and Cabinet Member for Regeneration and Culture to comment on the announcement the Gloucester was welcome a sculpture trail ahead of and to celebrate the 2015 Rugby World Cup.
- 63b.46 Councillor James welcomed the news and noted that he hoped that the 'Scrumpty' trail would bring many visitors to Gloucester, and benefit local traders.
- 63b.47 Councillor Patel asked the Cabinet Member for Environment if he agreed that robust action was required to tackle the waste disposal issues in Vauxhall Terrace.
- 63b.48 Councillor Porter advised that during a visit to Vauxhall Terrace officers found that the majority of the problem waste was in fact trade waste; domestic waste bins had been put in place to help, however the trade waste issue remained and he would be pressing for a programme of robust enforcement action.

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64. NOTICES OF MOTION

(1) Notice of Motion from the Labour Group

64.1 Moved by Councillor Haigh and seconded by Councillor Chatterton:

“This Council notes that we are committed to be a Living Wage Council and to pay employees the current national Living Wage rate of £7.85 an hour. Not only is this the right thing to do as an employer but as a council we can show leadership and encourage our partners, public and private, to deliver services and do business that also acts in the interests of our residents.

There are, however, 25 employees in roles which are not suitable for fixed hours and these workers are paid below the living wage at £6.56 per hour.

In order that we can continue to show leadership and fairness as an employer this Council agrees to draw up a standardised worker agreement for these roles with term and conditions agreed with the Trade Unions, in line with other Council staff. These workers are to be paid at a minimum of the living wage.”

64.2 Councillor Norman moved an amendment, which was seconded by Councillor James.

64.3 Councillor Haigh accepted the amendment and made a further amendment:

“This Council notes that we are committed to be a Living Wage Council and to pay employees the current national Living Wage rate of £7.85 an hour. Not only is this the right thing to do as an employer but as a council we can show leadership and encourage our partners, public and private, to deliver services and do business that also acts in the interests of our residents.

There are, however, 25 employees in roles which are not suitable for fixed hours and these workers are paid below the living wage at £6.56 per hour.

In order that we can continue to show leadership and fairness as an employer this Council agrees to ~~draw up a standardised worker agreement for these roles with term and conditions agreed with the Trade Unions, in line with other Council staff. These workers are to be paid at a minimum of the living wage~~ **investigate the implications of paying those staff currently on zero hours contracts the living wage and to bring a report to the appropriate committee *with the intention of addressing this anomaly and with appropriate consultation.***

64.4 The motion, as amended, was put to the vote and was carried.

(2) Notice of Motion from the Liberal Democrat Group

64.5 Moved by Councillor Field and seconded by Councillor Wilson:

“Sky lanterns (also known as Chinese lanterns) are much like miniature hot air balloons that are constructed of tissue paper with a heat source at the base of the lantern such as a wad of cotton fabric soaked with a combustible material. Once

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released the hot air produced by the fuel source can lift the lantern to extreme heights. It can then drift for long distances until the fuel is depleted, at which point the lantern falls to the ground.

Sky lanterns pose a serious fire safety hazard due to their uncontrolled and unpredictable flight path. These products could land in trees, on rooftops or other combustible properties while still ignited and potentially cause a fire. A sky lantern was probably the cause of the massive fire at Croft Farm Water Park site near Hardwick Gloucestershire, which destroyed 60 caravans in November 2013.

Sky lanterns can also cause damage to the environment. When the device falls to the ground it becomes a hazard to pets, wildlife and livestock as they may ingest the remains of the lantern. Additionally the sky lanterns pose a serious threat to agriculture; an ignition source landing on a crop ready for harvest could cause significant economic hardship for farmers and also other businesses.

This Council resolves therefore to recognise the fire hazard associated with the use of sky lanterns (also known as Chinese lanterns), which can potentially lead to loss of life (human and animal), damage to property and increase the pressure on the Fire Service, Police and medical emergency services.”

64.6 Councillor Chatterton moved an amendment, which was seconded by Councillor Haigh.

64.7 Councillor Field accepted the amendment:

“Sky lanterns (also known as Chinese lanterns) are much like miniature hot air balloons that are constructed of tissue paper with a heat source at the base of the lantern such as a wad of cotton fabric soaked with a combustible material. Once released the hot air produced by the fuel source can lift the lantern to extreme heights. It can then drift for long distances until the fuel is depleted, at which point the lantern falls to the ground.

Sky lanterns pose a serious fire safety hazard due to their uncontrolled and unpredictable flight path. These products could land in trees, on rooftops or other combustible properties while still ignited and potentially cause a fire. A sky lantern was probably the cause of the massive fire at Croft Farm Water Park site near Hardwick Gloucestershire, which destroyed 60 caravans in November 2013.

Sky lanterns can also cause damage to the environment. When the device falls to the ground it becomes a hazard to pets, wildlife and livestock as they may ingest the remains of the lantern. Additionally the sky lanterns pose a serious threat to agriculture; an ignition source landing on a crop ready for harvest could cause significant economic hardship for farmers and also other businesses.

~~This Council resolves therefore to recognise the fire hazard associated with the use of sky lanterns (also known as Chinese lanterns), which can potentially lead to loss of life (human and animal), damage to property and increase the pressure on the Fire Service, Police and medical emergency services.~~

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This Council accepts the recommendations as contained in the guidance issued by Trading Standards Institute, 'Industry Code Of Practice – Sky Lanterns', and resolves to encourage all retailers of these products in the City to sign up to the Code of Practice.

The Council further resolves to write to the MP for Gloucester, asking him to introduce legislation in the House, to investigate ways to produce sky lanterns that are safer, and biodegradable.”

64.8 The motion, as amended, was put to the vote and was carried.

65. EXCLUSION OF PRESS AND PUBLIC

65.1 Moved by Councillor James and seconded by Councillor Dallimore –

65.2 **RESOLVED** that the press and public be excluded from the meeting during the following item of business on the grounds that it is likely, in view of the nature of business to be transacted or the nature of the proceedings, that if members of the press and public are present during consideration of these items there will be disclosure to them of exempt information as defined in Schedule 12A of the Local Government Act 1972 as amended.

Minute No.	Description of Exempt Information
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66	Paragraph 1: information relating to any individual;
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and

	Paragraph 3: information relating to the financial or business affairs of any particular person (including the Authority holding that information).
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66. UPDATE ON GOVERNANCE ARRANGEMENTS FOR GLOUCESTERSHIRE AIRPORT LIMITED

66.1 The Council considered a report of the Cabinet Member for Regeneration and Culture concerning the Terms of Reference for the Shareholder Forum for Gloucestershire Airport Limited (GAL) and progress being made with the governance arrangements.

66.2 Councillor James moved the recommendation set out in the report.

66.3 Councillor Dallimore seconded the motion.

66.4 **RESOLVED** –

(1) That progress on implementation of the approved governance arrangements be noted;

(2) That the draft Terms of Reference for the Shareholder Forum at Appendix 1 be approved.

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- (3) That authority be delegated to the Leader, in consultation with the Head of Finance, the Head of Regeneration and Economic Development and the Head of Legal and Policy Development, to make decisions on behalf of the Council as shareholder, on all matters within the Terms of Reference for the Shareholder Forum, except any decisions which are not within the Council's approved Budget or which are inconsistent with the Council's Money Plan.

Time of commencement: 19:00 hours

Time of conclusion: 21:40 hours

Chair