



# DECISION RECORD

# Gloucester City Council

Publication Date

**Decision Of**

Cabinet

**Date of Decision**

13 September 2017

**Item No.**

7

**Title**

Council Plan 2017-2020

**Report Of**

Leader of the Council (Councillor Paul James)

**Report Author**

Tanya Davies, Policy and Governance Manager

**Wards Affected**

All Wards

**Key Decision**

No

**DECISION:**

RESOLVED that:

1. The draft Council Plan 2017-20 be recommended to the Council for approval.
2. Authority to make amendments to the draft Council Plan 2017-20 be delegated to the Policy and Governance Manager in consultation with the Leader and Cabinet member for Performance and Resources following the end of the public consultation period.

**REASON FOR DECISION:**

A new Council Plan is required to succeed the current plan and the report sets out the new Plan and the key steps that have been taken in the formulation process.

**ALTERNATIVE OPTIONS CONSIDERED:**

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

**OTHER RELEVANT MATTERS CONCERNING THE DECISION:**

None

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

None

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

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

Call-in Deadline:

OR

This decision is urgent and not subject to call-in.

**CONFIRMED AS A TRUE RECORD:**

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

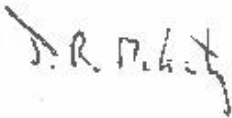
**Decision Maker:**  
Councillor Paul James  
Leader of the Council


**Date:** 13 September 2017



**Proper Officer:**  
Jon McGinty  
Managing Director

**Date:** 13 September 2017



	<b>DECISION RECORD</b>		<b>Gloucester City Council</b>	
	Publication Date			
<b>Decision Of</b>	Cabinet			
<b>Date of Decision</b>	13 September 2017	<b>Item No.</b>	8	
<b>Title</b>	City Centre Enforcement/Protection Officers			
<b>Report Of</b>				
<b>Report Author</b>				
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	No	
<b>DECISION:</b> RESOLVED that:				
1. the Council enters into a contract with Gloucester BID Limited for 4 years for the delivery of an enhanced City Centre Enforcement/Protection service for the sum of £35,000 per annum and agrees to waive the Contract Rules accordingly.				

2. the Head of Place, in consultation with the Cabinet Member for the Environment and the Cabinet Member for Communities & Neighbourhoods be delegated authority to agree full details of the initiative and work programme for the delivery of the enhanced service as mentioned in (1) above and with the Council Solicitor, to approve all necessary legal documentation to implement the resolutions.

**REASON FOR DECISION:**

The recommendation allows a solutions based approach working closely with those impacted by antisocial activity in the city centre, providing funding that enhances other funding and allows more to be done.

**ALTERNATIVE OPTIONS CONSIDERED:**

The City Council could deliver Enforcement Officers working on its own. However this would be a City Council solution to issues being experienced by the private sector and our visitors. It would be far more appropriate to work in partnership to, in the first instance, do more with the resources available, but more importantly, work closely with and provide the tools and mechanisms for those on the front line to design and implement solutions that move the city centre forward.

**OTHER RELEVANT MATTERS CONCERNING THE DECISION:**

None

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

None

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Councillor Paul James  
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**Date:** 13 September 2017

**Proper Officer:**

Jon McGinty  
Managing Director

**Date:** 13 September 2017

J.R. D. G. J.

	<b>DECISION RECORD</b>		<b>Gloucester City Council</b>	
	<b>Publication Date</b>			
<b>Decision Of</b>	Cabinet			
<b>Date of Decision</b>	13 September 2017	<b>Item No.</b>	9	
<b>Title</b>	Financial Monitoring Quarter 1			
<b>Report Of</b>	Cabinet Member for Performance and Resources (Councillor David Norman MBE)			
<b>Report Author</b>	Jon Topping, Head of Policy and Resources			
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	No	
<b>DECISION:</b> RESOLVED that it be noted that:  <ol style="list-style-type: none"><li>1. The savings achieved in year to date total £1.654 million with a further £385k in progress.</li><li>2. The forecast year end position is currently for a reduction to the Council's General Fund balance of £361k.</li><li>3. The details of specific budgetary issues identified by officers and the actions being taken to address those issues</li><li>4. The current level of Capital expenditure as shown on Appendix 2.</li></ol>				
<b>REASON FOR DECISION:</b> It is a good practice for members to be regularly informed of the current financial position of the Council. This report is intended to make members any of any significant				

issues in relation to financial standing and any actions that officers are taking in response to identified variances.

**ALTERNATIVE OPTIONS CONSIDERED:**

When considering how to reduce budgetary pressure or make savings officers explored a wide range of options.

**OTHER RELEVANT MATTERS CONCERNING THE DECISION:**

None

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

None

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

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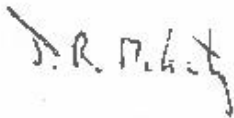
Councillor Paul James  
Leader of the Council



**Date:** 13 September 2017

**Proper Officer:**

Jon McGinty  
Managing Director



**Date:** 13 September 2017



# DECISION RECORD

# Gloucester City Council

Publication Date

<b>Decision Of</b>	Cabinet		
<b>Date of Decision</b>	13 September 2017	<b>Item No.</b>	10
<b>Title</b>	Discretionary Rate Relief Scheme		
<b>Report Of</b>	Cabinet Member for Performance and Resources (Councillor David Norman MBE)		
<b>Report Author</b>	Jon Topping, Head of Policy and Resources		
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	No
<b>DECISION:</b> RESOLVED that:  1. The policy detailed at Appendix 1 be adopted.  2. The Section 151 Officer be delegated decision powers in respect of the relief in 3.1 of the report. The powers will be used to: <ul style="list-style-type: none"><li>• Determine the Percentage of the rates increase for which relief is eligible</li><li>• Determine the level of relief to be awarded</li></ul>			
<b>REASON FOR DECISION:</b> To approve the implementation of additional Discretionary Rate Relief Scheme.			
<b>ALTERNATIVE OPTIONS CONSIDERED:</b> None considered			
<b>OTHER RELEVANT MATTERS CONCERNING THE DECISION:</b> None			
<b>CONFLICTS OF INTEREST (including any dispensations granted):</b> None			
<b>SCRUTINY (including details of call-in procedure where applicable):</b> This decision will come into force at the expiry of 5 working days from the date of the publication of the decision. Call-in Deadline: OR This decision is urgent and not subject to call-in.			
<b>CONFIRMED AS A TRUE RECORD:</b> We certify that the decision this document records was made in accordance with the			

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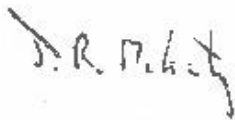
**Decision Maker:**  
Councillor Paul James  
Leader of the Council


**Date:** 13 September 2017



**Proper Officer:**  
Jon McGinty  
Managing Director

**Date:** 13 September 2017



	<b>DECISION RECORD</b>		<b>Gloucester City Council</b>	
	Publication Date			
<b>Decision Of</b>	Cabinet			
<b>Date of Decision</b>	13 September 2017	<b>Item No.</b>	11	
<b>Title</b>	Extension of Forest of Dean S101 Civica Revenues & Benefits Contract Extension			
<b>Report Of</b>	Cabinet Member for Performance and Resources (Councillor David Norman MBE)			
<b>Report Author</b>	Jon Topping, Head of Policy and Resources			
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	No	
<b>DECISION:</b> RESOLVED that the offer of three 1 (one) year extension to the Forest of Dean District Council S101 agreement for Revenues and Benefits services in order to secure the continued quality of service and enable the Forest of Dean to negotiate potential savings as part of this contract be approved.				

**REASON FOR DECISION:**

The existing managed services agreement for Forest of Dean District Council is in place alongside the Revenues and Benefits contract for Gloucester and is a 6 year S101 contract that began in November 2012. The contract provides the Forest of Dean the option to extend the contract for a further 3 years in the following terms:

*“.....Gloucester may at its sole discretion, offer up to three extensions of this agreement on the same terms by a period of up to 1 (one) year, and shall notify the Forest of any proposed extension by serving an Extension Notice and no later than 4 months prior to the date on which the Agreement would otherwise expire. The Forest shall notify Gloucester in writing within one month of receipt of an Extension Notice whether it wishes to extend this Agreement in accordance with the terms of such notice.”*

Gloucester City Council exercised its option to extend their contract to October 2021 in 2015/16 as part of the budget savings approved by Council.

**ALTERNATIVE OPTIONS CONSIDERED:**

None considered

**OTHER RELEVANT MATTERS CONCERNING THE DECISION:**

None

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

None

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

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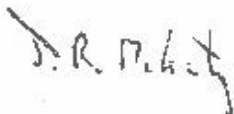
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Councillor Paul James  
Leader of the Council



**Date:** 13 September 2017

**Proper Officer:**  
Jon McGinty  
Managing Director



**Date:** 13 September 2017





## DECISION RECORD

# Gloucester City Council

Publication Date

<b>Decision Of</b>	Cabinet		
<b>Date of Decision</b>	13 September 2017	<b>Item No.</b>	12
<b>Title</b>	Gloucester City Council Safeguarding Policy		
<b>Report Of</b>	Cabinet Member for Communities and Neighbourhoods (Councillor Jennie Watkins)		
<b>Report Author</b>	Emily Jones, Community Engagement Officer		
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	No
<b>DECISION:</b> RESOLVED that:  1. The draft Safeguarding Policy at Appendix 1 be approved.  2. Delegation be provided to the relevant Corporate Director in consultation with the Cabinet Member for Communities & Neighbourhoods, to make any subsequent amendments required as a result of legislative or operational changes. The Safeguarding Policy will be reviewed annually.  3. That the Cabinet report template be amended to include Safeguarding alongside PIAs in section 11.			
<b>REASON FOR DECISION:</b> The Council has a statutory responsibility and a duty of care to ensure that in discharging its functions, regard is given to the need to safeguard and promote the welfare of children and young people under the age of 18 and vulnerable adults. This includes working in line with safeguarding guidelines and reporting issues of safeguarding to the appropriate authorities and partner agencies.			
<b>ALTERNATIVE OPTIONS CONSIDERED:</b> None considered			
<b>OTHER RELEVANT MATTERS CONCERNING THE DECISION:</b>			

None

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

None

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

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Call-in Deadline:

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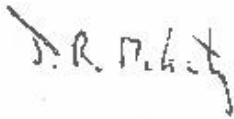
Councillor Paul James  
Leader of the Council




**Date:** 13 September 2017

**Proper Officer:**

Jon McGinty  
Managing Director



**Date:** 13 September 2017

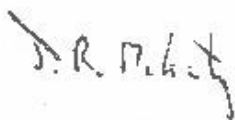
	<b>DECISION RECORD</b>		<b>Gloucester City Council</b>	
	Publication Date			
<b>Decision Of</b>	Cabinet			
<b>Date of Decision</b>	13 September 2017	<b>Item No.</b>	13	


<b>Title</b>	Health & Safety Policy		
<b>Report Of</b>	Cabinet Member for Communities and Neighbourhoods (Councillor Jennie Watkins)		
<b>Report Author</b>	Lloyd Griffiths, Head of Communities		
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	No
<p><b>DECISION:</b> RESOLVED that:</p> <ol style="list-style-type: none"> <li>1. The attached Health &amp; Safety Policy ( 'the Policy') be approved</li> <li>2. The proposed governance arrangements in respect of the Policy be noted</li> </ol>			
<p><b>REASON FOR DECISION:</b> To ensure corporate health and safety is considered at a strategic level and has corporate leadership.  To illustrate compliance with health &amp; safety legislation and provide clarity around health &amp; safety responsibilities within the Council.</p>			
<p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> Retaining existing health &amp; safety arrangements is not considered appropriate given the need to ensure that corporate health &amp; safety has both strategic oversight and corporate leadership. In addition existing arrangements are based around previous Council staffing arrangements and do not reflect the new Together Gloucester structure.</p>			
<p><b>OTHER RELEVANT MATTERS CONCERNING THE DECISION:</b> None</p>			
<p><b>CONFLICTS OF INTEREST (including any dispensations granted):</b> None</p>			
<p><b>SCRUTINY (including details of call-in procedure where applicable):</b> This decision will come into force at the expiry of 5 working days from the date of the publication of the decision. Call-in Deadline: OR This decision is urgent and not subject to call-in.</p>			
<p><b>CONFIRMED AS A TRUE RECORD:</b> We certify that the decision this document records was made in accordance with the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 and is a true and accurate record of that decision:</p> <p><b>Decision Maker:</b> Councillor Paul James Leader of the Council</p> <p><b>Date:</b> 13 September 2017</p>			



**Proper Officer:**  
Jon McGinty  
Managing Director

**Date:** 13 September 2017



	<b>DECISION RECORD</b>		<b>Gloucester City Council</b>	
	Publication Date			
<b>Decision Of</b>	Cabinet			
<b>Date of Decision</b>	13 September 2017	<b>Item No.</b>	14	
<b>Title</b>	Regeneration at Kings Quarter			
<b>Report Of</b>	Cabinet Member for Regeneration and Economy (Councillor Paul James)			
<b>Report Author</b>	Philip Ardley, Major Projects Consultant			
<b>Wards Affected</b>	Westgate	<b>Key Decision</b>	No	
<b>DECISION:</b> RESOLVED:				
1. That the progress made with the Kings Quarter regeneration be noted and, in particular, that:				
<ul style="list-style-type: none"><li>LDA Design and Jones Lang LaSalle have produced a first edition of a Business Plan in accordance with the report to Cabinet of 21st June 2017.</li><li>These Consultants have also prepared a Development Brief as a prelude to a planning application for Kings Quarter which is on target to be submitted in early Summer 2018.</li></ul>				

2. That the Business Plan be approved in principle subject to ongoing consultation and that the procurement of the necessary planning team and associated enabling works be competitively tendered as soon as possible.

**REASON FOR DECISION:**

To fully consider the business plan and enable an in principle decision to be taken for the City Council to commence the procurement process for a planning application.

Key considerations within the Business Plan which Cabinet are being asked to approve are as follows:

- A true mixed use scheme is proposed with a greatly reduced emphasis on A1 retail space following recommendations from the FSP retail research.
- The competitive procurement of a planning consultancy team with final cost for the planning application to be reported back to Cabinet for approval.
- The indicative timetable for the planning and initial development phases as set out in the executive summary.
- A phased block approach thereby creating considerable flexibility ie. not all eggs in one basket.

The departure from the adopted “retail led” planning policy will need to be carefully managed and communicated.

The present specialist advice from research and the retail consultants recommends that no additional new retail units can be justified and this is a departure from the current retail capacity figures in the Joint Core Strategy.

Any development should seek to provide a solution to improving access and integration with the railway station and hospital.

The consultants advise that market demand and financial viability places the order of preference for uses as housing, car park, food & beverage, retail, hotel and office.

The overall development of Kings Quarter will require some form of public sector support to achieve the Council’s objectives.

Flexibility is the key to a changing retail and development market climate and the planning process must maintain this flexible “block approach”.

The delivery actions identified by the consultants are likely to incur an overall expenditure of circa £600,000 to achieve the planning application and determination.

**ALTERNATIVE OPTIONS CONSIDERED:**

None considered

**OTHER RELEVANT MATTERS CONCERNING THE DECISION:**

None

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

None

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

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Call-in Deadline:

OR

This decision is urgent and not subject to call-in.

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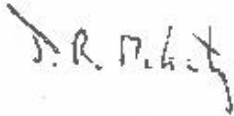
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Leader of the Council




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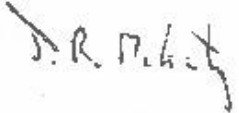
**Proper Officer:**

Jon McGinty  
Managing Director



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Decision Of				
Date of Decision		Item No.		
Title				
Report Of				

<b>Report Author</b>			
<b>Wards Affected</b>		<b>Key Decision</b>	
<b>DECISION:</b>			
<b>REASON FOR DECISION:</b>			
<b>ALTERNATIVE OPTIONS CONSIDERED:</b>			
<b>OTHER RELEVANT MATTERS CONCERNING THE DECISION:</b>			
<b>CONFLICTS OF INTEREST (including any dispensations granted):</b>			
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Councillor Paul James Leader of the Council			
			
<b>Proper Officer:</b>		<b>Date:</b>	
Jon McGinty Managing Director			
			



# DECISION RECORD

# Gloucester City Council

Publication Date

Decision Of

Date of Decision

Item No.

Title

Report Of

Report Author

Wards Affected

Key Decision

**DECISION:**

**REASON FOR DECISION:**

**ALTERNATIVE OPTIONS CONSIDERED:**

**OTHER RELEVANT MATTERS CONCERNING THE DECISION:**

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

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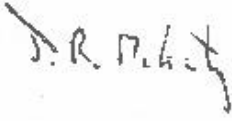
**Date:**

**Proper Officer:**

**Date:**



Jon McGinty  
Managing Director



### **CALL-IN PROCEDURE**

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

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

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

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

Tanya Davies  
Policy and Governance Manager  
[tanya.davies@gloucester.gov.uk](mailto:tanya.davies@gloucester.gov.uk)  
01452 396125