



# DECISION RECORD

# Gloucester City Council

Publication Date

11 July 2019

|   |   |                     |    |
|---|---|---------------------|----|
| <b>Decision Of</b>  | Cabinet   |                     |    |
| <b>Date of Decision</b>   | 10 July 2019  | <b>Item No.</b>     | 7  |
| <b>Title</b>  | Equality and Diversity - Vision and Action Plan for 2019-20                   |                     |    |
| <b>Report Of</b>  | Cabinet Member for Communities and Neighbourhoods (Councillor Jennie Watkins) |                     |    |
| <b>Report Author</b>  | Ruth Saunders, Head of Communities  |                     |    |
| <b>Wards Affected</b>   | All Wards   | <b>Key Decision</b> | No |
| <b>DECISION:</b><br><b>RESOLVED</b> that the work of the Equalities Working Group (EWG) and the Equalities Action Plan (EAP) for this year be endorsed.   |   |                     |    |
| <b>REASON FOR DECISION:</b><br>The recommendations included in the report as part of the Equalities Action Plan were agreed upon by the cross-team, cross-party Equalities Working Group. Several strands of work were considered and prioritised in to the EAP for this year. Items not included in this year's plan include some longer-term goals which need initial steps (included in this year's EAP) to be completed before we can work on bigger goals.<br><br>Items not included in this year's EAP have been saved separately and will be reconsidered once this year's action plan has been completed. The Equalities Working Group were keen that 2019/20's equalities action plan includes objectives that we can build on in coming years to ensure we continue to meet our public sector equality duty, and also work in line with other community focussed strategies such as ABCD. |   |                     |    |
| <b>ALTERNATIVE OPTIONS CONSIDERED:</b><br>The Public Sector Equality Duty is a statutory duty.  |   |                     |    |
| <b>OTHER RELEVANT MATTERS CONCERNING THE DECISION:</b><br>None  |   |                     |    |
| <b>CONFLICTS OF INTEREST (including any dispensations granted):</b><br>None   |   |                     |    |
| <b>SCRUTINY (including details of call-in procedure where applicable):</b><br>This decision will come into force at the expiry of 5 working days from the date of the publication of the decision.<br>Call-in Deadline: 18 July 2019  |   |                     |    |

**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:**

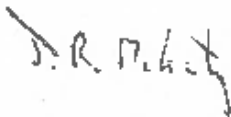
Councillor Paul James  
Leader of the Council



**Date:** 10 July 2019

**Proper Officer:**

Jon McGinty  
Managing Director



**Date:** 10 July 2019



# DECISION RECORD

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**Decision Of**

Cabinet

**Date of Decision**

10 July 2019

**Item No.**

8

**Title**

Community Wellbeing Engagement Update

**Report Of**

Cabinet Member for Communities and Neighbourhoods (Councillor Jennie Watkins)

**Report Author**

Ruth Saunders, Head of Communities

**Wards Affected**

All Wards

**Key Decision**

No

**DECISION:**

**RESOLVED** that the community engagement work undertaken by the Community Wellbeing Team, particularly using Asset Based Community Development and strengths-based working be noted.

**REASON FOR DECISION:**

The report is to update Cabinet on the most recent community engagement work within the community wellbeing team.

**ALTERNATIVE OPTIONS CONSIDERED:**

Gloucester City Council could have continued to work in a traditional way in all of the examples mentioned in the report. However, this would have reduced the opportunity for residents to become more engaged and get involved in issues they feel passionate about. It would also mean that there are cases where we use enforcement options available to us when an underlying cause of a problem is overlooked, meaning a sustainable solution is not found.

**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: 18 July 2019

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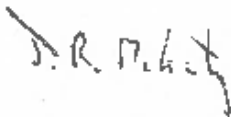
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| <b>Decision Of</b>   | Cabinet   |                     |    |
| <b>Date of Decision</b>  | 10 July 2019  | <b>Item No.</b>     | 9  |
| <b>Title</b>   | 2018-19 Financial Outturn Report  |                     |    |
| <b>Report Of</b>   | Cabinet Member for Performance and Resources (Councillor Hannah Norman) |                     |    |
| <b>Report Author</b>   | Jon Topping, Head of Policy and Resources                               |                     |    |
| <b>Wards Affected</b>  | All Wards   | <b>Key Decision</b> | No |
| <b>DECISION:<br/>RESOLVED:</b><br><br>(1) it is noted that:<br>i. the year-end position for the financial year 2018/19 is an increase to the General Fund balance of £37k.<br>ii. the General Fund balance has increased from £1.636m to £1.673m at the end of 2018/19.<br>iii. the savings achieved in year total £150k.<br>iv. the level of earmarked reserves has reduced by £152k to £4.567m.<br><br>(2) that the transfers to and from earmarked reserves as detailed in the table in section 6 of the report is approved |   |                     |    |
| <b>REASON FOR DECISION:</b><br><br>It is a good practice for members to be regularly informed of the current financial position of the Council. This report is intended to make members any of any significant issues in relation to financial standing and any actions that officers are taking in response to identified variances.  |   |                     |    |
| <b>ALTERNATIVE OPTIONS CONSIDERED:</b><br><br>When consider how to reduce budgetary pressure or make savings officers explore a wide range of options.   |   |                     |    |
| <b>OTHER RELEVANT MATTERS CONCERNING THE DECISION:</b><br><br>None   |   |                     |    |
| <b>CONFLICTS OF INTEREST (including any dispensations granted):</b><br><br>None  |   |                     |    |

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

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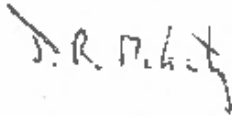
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Jon McGinty  
Managing Director



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| <b>Decision Of</b>   | Cabinet   |                     |    |
| <b>Date of Decision</b>  | 10 July 2019  | <b>Item No.</b>     | 10 |
| <b>Title</b>   | 2018-19 Year End Performance Report                                     |                     |    |
| <b>Report Of</b>   | Cabinet Member for Performance and Resources (Councillor Hannah Norman) |                     |    |
| <b>Report Author</b>   | Tanya Davies, Policy and Governance Manager                             |                     |    |
| <b>Wards Affected</b>  | All Wards   | <b>Key Decision</b> | No |
| <b>DECISION:</b>   |   |                     |    |
| <p><b>RESOLVED</b> that the Year End Performance Report for 2018-19 at Appendix 1 of the report is noted.</p>  |   |                     |    |
| <b>REASON FOR DECISION:</b>  |   |                     |    |
| <p>The Council is required to demonstrate value for money through the reporting on non-financial performance and this report fulfils that commitment in addition to enabling scrutiny of service performance by elected Members and members of the public.</p> |   |                     |    |
| <b>ALTERNATIVE OPTIONS CONSIDERED:</b>   |   |                     |    |
| <p>There are no alternative options.</p>   |   |                     |    |
| <b>OTHER RELEVANT MATTERS CONCERNING THE DECISION:</b>   |   |                     |    |
| <p>None</p>  |   |                     |    |
| <b>CONFLICTS OF INTEREST (including any dispensations granted):</b>  |   |                     |    |
| <p>None</p>  |   |                     |    |
| <b>SCRUTINY (including details of call-in procedure where applicable):</b>   |   |                     |    |
| <p>This decision will come into force at the expiry of 5 working days from the date of the publication of the decision.</p> <p>Call-in Deadline: 18 July 2019</p>  |   |                     |    |

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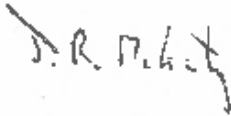
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Jon McGinty  
Managing Director



**Date:** 10 July 2019





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11 July 2019

**Decision Of**

Cabinet

**Date of Decision**

10 July 2019

**Item No.**

11

**Title**

Council Tax - Civil Penalties

**Report Of**

Cabinet Member for Performance and Resources (Councillor Hannah Norman)

**Report Author**

Alison Bell, Intelligent Client Officer (Revenues & Benefits)

**Wards Affected**

All Wards

**Key Decision**

Yes

## DECISION:

**RESOLVED** that a Council Tax Civil Penalty Policy is implemented from 17 July 2019 which would see a £70 civil penalty imposed on those residents who knowingly obtain an incorrect discount or exemption from their council tax as outlined in Appendix A of the report.

## REASON FOR DECISION:

Gloucester City Council is keen to promote and encourage people to apply for reductions, discounts and exemptions, however, there must also be a deterrent to discourage the minority who seek to abuse the system by incorrectly claiming discounts, reductions or exemptions.

The Council has a duty to ensure that all applications for council tax reductions, exemptions and discounts are correctly awarded. It has a further responsibility to prevent and detect fraud and protect public funds. The Council will take action, including legal recovery, in order to recover all council tax liability that results from fraudulent action or a person's failure to notify a change of circumstances.

The introduction of a penalty should encourage the regular reporting of changes in respect of council tax discounts, exemptions and reductions. In turn this will ensure that the Council will be better placed to set the most accurate Council Tax income base. This will result in fairer council tax bills for all City residents.

## ALTERNATIVE OPTIONS CONSIDERED:

The alternative is to not impose a penalty for failure to notify of a change of circumstances or making incorrect statements, and for the system to remain as it currently is. By retaining the current approach there is no incentive for council tax payers to promptly report any changes. Should the changes be discovered at a later date, then tax payers will merely be billed for the council tax shortfall without any penalty.

**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: 18 July 2019

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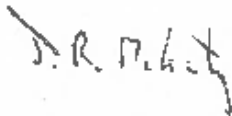
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Jon McGinty  
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| <b>Decision Of</b>      | Cabinet   |                     |     |
| <b>Date of Decision</b> | 10 July 2019  | <b>Item No.</b>     | 12  |
| <b>Title</b>            | Gloucester Heritage Strategy  |                     |     |
| <b>Report Of</b>        | Cabinet Member for Regeneration and Economy (Councillor Paul James) |                     |     |
| <b>Report Author</b>    | Charlotte Bowles-Lewis, Principal Conservation Officer              |                     |     |
| <b>Wards Affected</b>   | All Wards   | <b>Key Decision</b> | Yes |

**DECISION:**

**RESOLVED** that the Gloucester Heritage Strategy 2019 to 2029 be adopted.

**REASON FOR DECISION:**

Compliance with the National Planning Policy Framework 2019 paragraph 185 as outlined in the report.

The Heritage Strategy provides a key component to the evidence base to inform the emerging draft Gloucester City Plan and its policies including historic environment, heritage led regeneration, design and uses within the city centre.

The strategy provides a holistic vision integrating the consideration, protection, promotion and enjoyment of the historic environment regarding growth and regeneration, tourism, culture, health and social well-being, and accessibility.

The strategy contributes to future funding applications for Future High Streets Fund, National Lottery Heritage Fund and City of Culture 2025.

**ALTERNATIVE OPTIONS CONSIDERED:**

Alternative options were considered, this included do nothing. If no strategy was completed the City Plan policies for the historic environment would have been left open to challenge at public enquiry and not adopted. Therefore, this option was discounted.

Due to funding being available through Great Place via the Arts Council and National Heritage Lottery Funding the positive approach to regeneration as recommended with the National Planning Policy Framework enable the heritage strategy to be drafted. The Strategy will form part of the evidence base for the forthcoming Gloucester City Plan. The work has fed into the City Plan development management policies relating to the historic environment together with economic and design policies.

**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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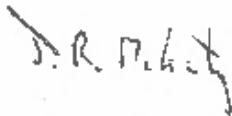
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Jon McGinty  
Managing Director



**Date:** 10 July 2019



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City Council

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**Decision Of**

Cabinet

**Date of Decision**

10 July 2019

**Item No.**

13

**Title**

Kings Quarter Regeneration

**Report Of**

Cabinet Member for Regeneration and Economy (Councillor Paul James)

**Report Author**

Ian Edwards, Head of Place

**Wards Affected**

Westgate

**Key Decision**

Yes

**DECISION:**

**RESOLVED** that:

(1) the following activities be approved to assist in achieving the accelerated delivery programme for enabling the development of Kings Quarter and ensuring that the pace of change can be continued if planning permission is granted:

a) the surrender back to the Council of the present long lease to NCP Limited for the Bruton Way multi-storey car park at the earliest opportunity, upon terms approved by the Property Commissioning Manager in consultation with the Head of Policy and Resources.

b) the extension of the contract for the Kings Quarter dedicated project management resource from 7th July 2019 until 6th January 2020, as envisaged by the original Cabinet approval dated 22nd June 2016, with Reef Estates Limited and to authorise the waiver of the contract rules under rule 6.1.5.

c) the allocation of additional costs required in respect of the determination of the Planning application for Kings Quarter and Kings Square as set out in Appendix A Table 1 of the report.

d) the demolition of Bruton Way Car Park, Bentinck House and partial demolition of the northern end of Grosvenor House.

(2) it be noted that subject to any necessary consents being obtained and the bids from the procurements listed in recommendation (1) and Appendix A, Table 1 in the report being in budget the Council will award the contracts (having first followed the appropriate decision making process) to enable those works to be undertaken after determination of the planning application.

(3) it be noted that further budget will need to be identified for the next phases of the regeneration programme. Future Enabling Works associated with this have been listed in Appendix A Table 2 of the report.

**REASON FOR DECISION:**

To enable the officers and the project manager to obtain certainty of vacant possession of this multi-storey car park. This building is in poor condition, and requires demolition in order to progress further archaeological investigation that is likely to be a condition for the determination of the present planning application prior to redevelopment.

We have now commenced procurement for the next stages of the Kings Quarter redevelopment in Kings Square and considerable excitement is being generated together with some very encouraging occupier interest both in Kings Walk and plots 2 and 4. Creating certainty and confidence is key when negotiating with potential tenants hence works starting on site by way of demolition is a very significant step forward. Removal of the Bruton Way car park lease interest greatly aids this.

The detailed negotiations undertaken and enabling actions identified by the project manager will help to maintain the pace of delivery, and therefore the extension of the project manager's contract until determination of the application towards the end of this year is highly desirable for continuity.

To enable the officers and the Project Manager to discharge the potential planning conditions required to bring forward Kings Quarter for redevelopment by Autumn 2019 and to ensure that constraints can be removed to enable activity on site by the end of this year.

Unfortunately as a direct result of the EA objection the planning approval process has risen in cost. Despite several attempts to persuade them, the EA refuses to lift its objection unless its unverified model is used. The creation of this model by the EA has been a challenge and if we were to wait until they secured the funding to complete and verify the model it would represent an unacceptable risk to the programme. Consequently, this paper requests approval for the cost of verifying the EA model and re-running the models they require. The Consultant team will be put under significant pressure to complete this as soon as possible to meet the agreed programme.

Further additional cost has been incurred as a result of the EA requiring proof of a potential solution for the replacement of the existing River Twyver culvert running beneath Bruton Way Car Park. As a result of their requirements for more detailed information further CCTV studies and Ground Penetration Surveys have been undertaken to confirm the exact location and condition of this culvert and therefore reassure them that the proposed methodology to enable construction of Plot 4 is robust. This process has led to increased project management, technical fees and survey costs.

The Council has been notified of the possibility that NCP may close Bruton Way car park. There have been instances of disturbed masonry due to the continued deterioration of the building and the top two floors have been closed for use. Consequently, in order to maintain momentum, this paper seeks approval to move ahead with the demolition of both Bruton Way Car Park and Bentinck House. Following due procurement processes, this could result in a cleared site by the Spring of 2020. There are financial revenue implications resulting from the closure of the car park which can be mitigated by a temporary use of the cleared site for short term car parking income until the new buildings commence construction. The removal of the car park and Bentinck House will both help with the marketing of the development and ensure that

once an occupier is identified redevelopment of the site can progress immediately without further delay.

The relocation of the existing Tesco within Grosvenor House is proving complicated and Tesco have been supplied with a number of alternative relocation options and are currently considering their position. In order to ensure the Council has all available options open to it, this paper requests the funding to partially demolish Grosvenor House leaving Tesco in situ. Professional advice has been provided that this could be achieved and may enable Western Power Distribution to bring forward the renewal of their electricity substation.

**ALTERNATIVE OPTIONS CONSIDERED:**

The project manager's contract could be terminated at its due date. Their work could be progressed through already stretched internal resources or through letting of a new contract, but this would introduce uncertainty and a lack of continuity which may harm the scheme.

**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: 18 June 2019

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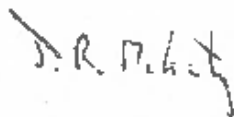
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**Proper Officer:**

Jon McGinty  
Managing Director



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## **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  
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01452 396125