



Shire Hall
Westgate Street
Gloucester
GL1 2TG

Wednesday, 1 July 2020

TO EACH MEMBER OF GLOUCESTER CITY COUNCIL

Dear Councillor

You are hereby summoned to attend a **MEETING OF THE COUNCIL** of the **CITY OF GLOUCESTER** to be held via Microsoft Teams on **Thursday, 9th July 2020 at 6.30 pm** for the purpose of transacting the following business:

AGENDA

VIEWING ARRANGEMENTS FOR REMOTE MEETINGS

View the meeting here: <https://bit.ly/2VzKtL5>

The meeting is being broadcast live using Microsoft Teams. We recommend that you install the Microsoft Teams app on your device for the best viewing experience. If viewing via a web browser, please note that this is not possible if using Safari; instead please download the Microsoft Teams app or the Microsoft Edge browser.

Further advice on accessing meetings through Teams, is available here:
<https://support.office.com/en-us/article/Attend-a-live-event-in-Teams-a1c7b989-ebb1-4479-b750-c86c9bc98d84>

1. APOLOGIES

To receive any apologies for absence.

2. MINUTES (Pages 9 - 12)

To approve as a correct record the minutes of the Council Meeting held on 1 June 2020.

3. DECLARATIONS OF INTEREST

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.

4. **CALL OVER**

- (a) Call over (items 9-13) will be read out at the meeting and Members invited to reserve the items for discussion.
- (b) To approve the recommendations of those reports which have not been reserved for discussion.

5. **PUBLIC QUESTION TIME (15 MINUTES)**

The opportunity is given to members of the public to put questions to Cabinet Members or Committee Chairs provided that a question does not relate to:

- Matters which are the subject of current or pending legal proceedings or
- Matters relating to employees or former employees of the Council or comments in respect of individual Council Officers.

If you would like to ask a question at this meeting, please contact democratic.services@gloucester.gov.uk as soon as possible and by Monday 6 July 2020 at the latest.

6. **PETITIONS AND DEPUTATIONS (15 MINUTES)**

A period not exceeding three minutes is allowed for the presentation of a petition or deputation provided that no such petition or deputation is in relation to:

- Matters relating to individual Council Officers, or
- Matters relating to current or pending legal proceedings

If you would like to present a deputation or petition at this meeting, please contact democratic.services@gloucester.gov.uk as soon as possible and by Monday 6 July 2020 at the latest.

7. **ANNOUNCEMENTS**

To receive announcements from:

- a) The Mayor
- b) Leader of the Council
- c) Members of the Cabinet
- d) Chairs of Committees
- e) Head of Paid Service

8. **MEMBERS' QUESTION TIME**

- a) Leader and Cabinet Members' Question Time (30 minutes)

Any member of the Council may ask the Leader of the Council or any Cabinet Member any question without prior notice, upon:

- Any matter relating to the Council's administration
- Any matter relating to any report of the Cabinet appearing on the Council's summons
- A matter coming within their portfolio of responsibilities

Only one supplementary question is allowed per question.

c) Questions to Chairs of Meetings (15 Minutes)

ISSUES FOR DECISION BY COUNCIL

9. **COUNCIL PLAN EXTENSION – PRIORITIES AND ACTIONS FOR 2020/21
(Pages 13 - 20)**

To consider the report of the Leader of the Council seeking approval for the proposed actions and priorities that are set out for the one year Council Plan extension in 2020-2021.

Attached for information: the recommendations of the Overview and Scrutiny Committee in respect of the above.

10. **GOVERNANCE ARRANGEMENTS FOR THE GLOUCESTERSHIRE ECONOMIC GROWTH JOINT COMMITTEE (Pages 21 - 28)**

To consider the report of the Leader of the Council concerning a request from the Gloucestershire Economic Growth Joint Committee to extend the operation of the Joint Committee for a period of 18 months from 4 September 2020 and other governance matters.

11. **ANNUAL REPORT OF THE OVERVIEW & SCRUTINY COMMITTEE 2019-20
(Pages 29 - 52)**

To consider the Annual Report of the Chair of the Overview and Scrutiny Committee for 2019-20.

12. **ANNUAL REPORT OF THE AUDIT AND GOVERNANCE COMMITTEE 2019-20
(Pages 53 - 66)**

To consider the Annual Report of the the former Chair of the Audit and Governance Committee for 2019-20.

13. **APPOINTMENTS TO COMMITTEES**

To note the following appointments to vacant seats allocated to the Conservative Group:

Audit and Governance Committee
Licensing and Enforcement Committee

Councillor Paul Toleman
Councillor Pam Tracey

MOTIONS FROM MEMBERS

14. NOTICES OF MOTION

1. PROPOSED BY COUNCILLOR HILTON

“This council records its thanks to everyone that has helped during the coronavirus pandemic, be they council staff, those working in the NHS or the care sector and the many volunteers who helped others within our close-knit communities.

This council agrees that Gloucester must retain and encourage the continued development of the volunteer-led community support system that worked so well to help many people in Gloucester during the lockdown, including the homeless, those living in poverty and the vulnerable.

We also agree that we should make sure that this diverse support system is able to assist in the event of a second wave of Covid-19 infections should it happen in Gloucestershire within the next few months.”

2. PROPOSED BY COUNCILLOR HANSDOT

“Council is appalled by and condemns the recent killing of George Floyd in Minneapolis, America.

Council recognises and supports the ‘Black Lives Matters’ campaign and its efforts to raise awareness of racial inequality and institutionalised racism within the United Kingdom.

Council notes that black people in the United Kingdom are:

- 8 x more likely to be stopped as part of ‘stop and search laws’ than white people
- More likely to be in low paid jobs or unemployed
- More likely to live in poor housing conditions
- Less likely to have good educational opportunities
- More likely to die from the COVID-19 pandemic

Council is committed to tackling racial discrimination and working with our BAME community to address issues of racial discrimination.

This includes undertaking a review of all statues/ monuments/ plaques within the City that celebrate the lives of those who profited greatly from the slave trade/ plantation ownership.

Council resolves to:

1. Write to the American Ambassador on behalf of the City setting out our deep concerns and condemnation at the killing of George Floyd

2. Set up a Commission with partner organisations in the City including the Police & Crime Commissioner, County Council, NHS and representatives of BAME community to review race relations in Gloucester with a view to producing recommendations to improve the lives of and enhance opportunities for BAME communities within the City
3. Undertake a review of all monuments, statues and plaques within the City connected with the slave trade/ plantation ownership with a view to renaming or removing them as appropriate
4. The above review to include Bakers Quay and Phillpotts Warehouse. Both Samuel Baker and Thomas Phillpotts were heavily involved in and much of their wealth was generated by the slave trade/ plantation ownership."

3. PROPOSED BY COUNCILLOR STEPHENS

"Council notes that the COVID-19 pandemic has presented many serious challenges both in terms of resources and particularly pressure on the Council's finances due to increased expenditure and loss of income.

As at the end May 2020 Council has:

- Spent an additional £1.312 million directly on COVID-19 related expenditure
- Estimated lost income from collection fund of £1.4 million (£900,000 business rates and £500,000 council tax)
- Estimated lost income from sales, fees, and charges of £2.2 million
- Estimated lost income from property (commercial rents etc) of £730,000

To date Council has received £1.355 million from government to cover additional costs.

Total estimated lost income is £4.3 million. Council expects to recover £900,000 of lost income leaving a total shortfall of £3.4 million.

If we are to avoid further cuts to services/ redundancies it is vital that government reimburses Council fully for additional expenditure and lost income due to COVID-19 pandemic.

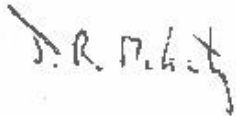
Council resolves to:

1. Support the Local Government Association in its campaign to ensure local government is fully reimbursed for additional expenditure and loss of income due to COVID-19
2. Seek the support of the City MP in lobbying central government in support of the Council's demands
3. Instruct the Leader of the Council to write to Robert Jenrick MP, Secretary of State for Housing, Communities and Local Government in support of our claim."

15. **WRITTEN QUESTIONS TO CABINET MEMBERS (Pages 67 - 78)**

Written questions and answers. Only one supplementary question is allowed per question.

Yours sincerely

A handwritten signature in dark ink, appearing to read "J. R. McGinty", written over a light blue rectangular stamp.

Jon McGinty
Managing Director

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 <ul style="list-style-type: none"> (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) – <ul style="list-style-type: none"> (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 – <ul style="list-style-type: none"> (a) that body (to your knowledge) has a place of business or land in the Council's area and (b) either – <ul style="list-style-type: none"> 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.

Access to Information

Agendas and reports can be viewed on the Gloucester City Council website: www.gloucester.gov.uk and are available to view five working days prior to the meeting date.

For enquiries about Gloucester City Council’s meetings please contact Democratic Services, 01452 396126, democratic.services@gloucester.gov.uk.

If you, or someone you know cannot understand English and need help with this information, or if you would like a large print, Braille, or audio version of this information please call 01452 396396.

Recording of meetings

Please be aware that meetings may be recorded. There is no requirement for those wishing to record proceedings to notify the Council in advance; however, as a courtesy, anyone wishing to do so is advised to make the Mayor aware before the meeting starts.



COUNCIL

MEETING : Monday, 1st June 2020

PRESENT : Cllrs. Finnegan (Sheriff & Deputy Mayor), Cook, H. Norman, Gravells, Melvin, Morgan, Watkins, Hilton, Stephens, Tracey, James, Lugg, Hanman, Lewis, Wilson, Bhaimia, Haigh, Williams, D. Brown, Dee, Taylor, Field, Hansdot, Patel, Toleman, D. Norman, Pullen, Hampson, Brooker, Brazil, J. Brown, Coole, Derbyshire, Hyman, Ryall, Walford and Bowkett

Others in Attendance

Managing Director
Corporate Director, Transformation
Solicitor, One Legal
Policy and Governance Manager
Democratic and Electoral Services Team Leader

APOLOGIES : The Right Worshipful Mayor of Gloucester, Cllr. Organ

1. ELECTION OF MAYOR

1.1 Moved by Councillor Coole, seconded by Councillor Stephens.

1.2 **RESOLVED** - That Councillor Haigh be elected Mayor of the City of Gloucester until the Annual Council Meeting in 2021.

2. ELECTION OF SHERIFF AND DEPUTY MAYOR

2.1 Moved by Councillor Pullen, seconded by the Mayor, Councillor Haigh.

2.2 **RESOLVED** - That Councillor Lugg be elected Sheriff and Deputy Mayor of the City of Gloucester until the Annual Council Meeting in 2020.

3. MINUTES

The minutes of the meeting held on 27th February 2020 were confirmed by the Sherriff as a correct record.

4. DECLARATIONS OF INTEREST

No declarations were made on this occasion.

5. ANNOUNCEMENTS

The Mayor

5.1 The Mayor announced that, in line with her nominated Civic Charity being Pride in Gloucestershire, June was Pride month and that she hoped Members would support members of the LGBTQ+ community in their month of celebration.

5.2 The Mayor announced that her first engagement would be to open the Idun Spirit shop in Westgate Street at 10.30am on Tuesday 2 June 2020. She stated that she hoped that this would show that Gloucester was on the road to recovery and that she would be socially distancing as she attended.

6. APPOINTMENTS TO COMMITTEES, CONSULTATIVE FORUMS AND WORKING GROUPS AND NOMINATIONS FOR CHAIRS OF COMMITTEES AND VICE-CHAIRS FOR 2020/21

6.1 The Council considered the Schedule of Appointments to Committees, Consultative Forums and Working Groups, and nominations for Chairs and Vice Chairs for the municipal year 2020-21. The appointment of Chairs and Vice Chairs to committees would be made at the first meeting of each committee.

6.2 Councillor Cook moved the motion set out in the schedule and advised that Group Leaders would nominate Members to the vacancies noted in respect of their Group's entitlement to seats.

6.3 Councillor H. Norman seconded the motion.

6.4 **RESOLVED** - that

- (1) The schedule of appointments of Members to Committees, Consultative Forums and Working Groups for 2020/21 be approved.
- (2) In respect of the above, the Council, in accordance with Council Procedure Rules, appoint all Members as named deputies for all those meetings (with the exception of Cabinet, Planning Committee and Licensing and Enforcement Committee) to which the Member has not been appointed.
- (3) That the nominations for Chair and Vice Chair of Committees, as set out in the schedule, be noted and that each Committee at its first meeting in the new municipal year 2020/21 confirms and appoints its Chair and Vice Chair.

COUNCIL
01.06.20

7. APPOINTMENTS TO OUTSIDE BODIES FOR 2020/21

- 7.1 The Council considered the Schedule of Appointments to Outside Bodies for the municipal year 2020-21.
- 7.2 Councillor Cook moved that the Schedule be approved.
- 7.3 Councillor H. Norman seconded the motion.
- 7.4 **RESOLVED that** the Schedule of Appointments to Outside Bodies for the municipal year 2020/21 be approved.

8. AMENDMENTS TO THE CONSTITUTION - REMOTE MEETINGS

- 8.1 Councillor H. Norman proposed and Councillor Cook seconded the motion.
- 8.2 Councillor Norman outlined that one of the unprecedented challenges presented by the Covid-19 pandemic was the requirement to restore democratic decision making at a time when it was not possible for Members to meet in-person. She also outlined the legislative provisions enabling Councils to meet by video-conferencing and other virtual methods. Councillor Norman further explained that it was prudent to amend the Council's Constitution to reflect the method by which the Council would meet and how the public could take part.
- 8.3 Councillor Norman thanked the Policy and Governance Manager, Civica IT and their respective teams for their endeavour in sourcing and testing the solution. She outlined that, while the Council would require notice of a member of the public wishing to participate, questions would still be presented live and in real time.
- 8.4 Councillor Stephens conveyed the thanks of the Labour Group to the Democratic Services Team for successfully restoring democratic decision making. He stated that he would prefer there to not be a notice period for participating but was aware of the technological limitations in this regard. Councillor Stephens further stated that he was keen that officers continued looking for a way to permit spontaneous participation in the future as the technology developed.
- 8.5 **RESOLVED - that**
 - (1) The proposed temporary changes to the Constitution be approved with immediate effect.
 - (2) Authority be delegated to the Managing Director to make any consequential changes to the Remote Meetings Standing Order as a result of any issues arising from conducting remote meetings in consultation with Group Leaders.

9. NOTICES OF MOTION

There were no notices of motion from Members.

Time of commencement: 5.00 pm hours

Time of conclusion: 5.50 pm hours

Chair



Meeting:	Special Cabinet	Date:	20 May 2020
	Overview and Scrutiny Committee		15 June 2020
	Council		9 July 2020
Subject:	Council Plan Extension – Priorities and Actions for 2020/21		
Report Of:	Leader of the Council		
Wards Affected:	All		
Key Decision:	Yes	Budget/Policy Framework:	Yes
Contact Officer:	Liam Moran, Policy and Development Officer		
	Email: liam.moran@gloucester.gov.uk	Tel:	396049
Appendices:	1. List of Council Plan priorities and actions		

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 The purpose of this report is to seek approval for the proposed actions and priorities that are set out for the one year Council Plan extension in 2020-2021.

2.0 Recommendations

- 2.1 Cabinet is asked to **RECOMMEND** that the one year extension to the Council Plan and the priorities and actions outlined in Appendix A be approved.
- 2.2 Overview and Scrutiny Committee is asked to consider the information contained in the report and make any recommendations.
- 2.3 Council is asked to **RESOLVE** that the one year extension to the Council Plan and the priorities and actions outlined in Appendix A be approved.

3.0 Background and Key Issues

- 3.1 The current Council Plan was approved by Council in September 2017. It sets out the vision for the Council, its partners and residents to make Gloucester a 'City that Works for Everyone'. The Plan lists the Council's planned projects and activities between 2017 and 2020 in order to achieve its ambition of improving the lives of everyone who lives in, works in and visits Gloucester.
- 3.2 The Plan is structured into four priorities:
1. Working to create a vibrant and prosperous city
 2. Working to maintain a safe and attractive city
 3. Working to build strong and resilient communities
 4. Working to provide great services that ensure value for money

- 3.3 A new Council Plan was due to be developed following the local elections in May 2020, however, the elections have been postponed to May 2021 in light of the COVID-19 pandemic. This has disrupted the usual Council Plan cycle, meaning there is a need for a one year extension to the 2016-2020 Council Plan to cover the period up to autumn 2021.
- 3.4 With this in mind, a set of priorities and actions has been developed. This includes initiatives that are ongoing and outstanding from the existing Council Plan. These initiatives are fundamental in providing a smooth and continuous service to the people of Gloucester, based on the four priorities listed above, during such an unpredictable time.
- 3.5 It also includes new initiatives and priorities that are deemed appropriate to be introduced at this time, as they will form the basis of future work and upcoming council projects.
- 3.6 These priorities and actions do not include a specific action on 'recovery' from the COVID-19 crisis, as this will be a core objective central to all of the council's actions over the coming months, and is still evolving. Therefore, the priorities and actions set out in Appendix A are focused on continuous and new service delivery going forward.
- 3.6 This one year Council Plan extension is intended to serve only as an interim plan, to ensure continuity of services and the delivery of major initiatives until the local elections can be held in 2021. After the 2021 elections, a process will be undertaken to develop a new Council Plan.

4.0 Social Value Considerations

- 4.1 Several actions/projects have a direct positive impact on generating social value, including the proposed Social Value Policy.

5.0 Environmental Implications

- 5.1 Several actions/projects have a direct positive impact on the environment, including the proposal of a low-carbon impact festivals and events programme across the City, and proposing to maximise the use of low carbon construction methods and energy production to minimise lifetime carbon costs.
- 5.2 In addition to these projects, the Council aims for carbon neutrality throughout all of the work it undertakes. Examples of this work currently ongoing includes increasing recycling rates and continuing to improve air quality within Gloucester.

6.0 Alternative Options Considered

- 6.1 None directly arising from this report

7.0 Reasons for Recommendations

- 7.1 A one year extension to the Council Plan is required due to the cancellation of the 2020 local elections, and the subsequent disruption to the Council Plan cycle, in the wake of the COVID-19 pandemic.

8.0 Future Work and Conclusions

- 8.1 If approved, council officers will continue to deliver projects not yet completed and initiate projects as outlined in Appendix A and set out in individual Service Plans.

9.0 Financial Implications

- 9.1 None directly arising from this report. Each new priority will be delivered from existing budgets or budgets will be agreed as and when relevant decisions are made.

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

10.0 Legal Implications

- 10.1 The Council Plan is a Policy Framework document and therefore requires full Council approval after endorsement by Cabinet and consultation with Overview and Scrutiny.

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

11.0 Risk & Opportunity Management Implications

- 11.1 N/A

12.0 People Impact Assessment (PIA) and Safeguarding:

- 12.1 N/A

13.0 Community Safety Implications

- 13.1 A number of actions/projects have a direct positive impact on the community safety considerations.

14.0 Staffing & Trade Union Implications

- 14.1 N/A

Background Documents: None

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Council Plan Extension Priorities for 2020/2021

Priority 1: Working to create a vibrant and prosperous City

1. Develop a Major Projects Programme to programme and project manage the delivery of priority activity in the city. This includes the Kings Square/Quarter redevelopment, the sale and redevelopment of the Council's former offices (HKP), the redevelopment of the Fleece, St. Oswald's, and the development of the Barbican and Wessex House sites. All schemes to maximise the use of low carbon construction methods and energy production and minimise lifetime carbon costs.
2. Work with housing developers and Registered Providers to minimise the risk of not achieving our 2020/21 target of 718 new homes (180 affordable) as a result of COVID-19.
3. Develop a successful festivals & events programme, including a launch and sustainable programme for Kings Square, and improved coordination of a low-carbon impact festivals and events programme across the City
4. Seek clarity on the process and timescales for City of Culture and explore whether future candidate city status would complement and help drive the City's wider ambitions for culture, events and festivals, history and heritage, social and capital investment, digital and climate action.
5. Develop a clear vision for the Guildhall, Museum and Blackfriars; and a Gloucester Museums Development Plan to access funding streams and create a resilient service
6. Start implementing the digital strategy for the City, including proposals to repurpose the former UK:DRIC
7. Set up a new Place Marketing function

Priority 2: Working to maintain a safe and attractive City

8. Agree a climate change strategy and an action plan and commence its implementation
9. Open the new Robinswood Hill Visitor Centre

Priority 3: Working to build strong and resilient communities

10. Reduce homelessness (including street homelessness) through better prevention and more housing supply to generate more and better-quality temporary accommodation

11. Working with the Gloucester Community Building Collective CIC, further strengthen community building activity across all parts of the City
12. Adopt and implement a Social Value Policy
13. Work with partners to improve the health and wellbeing of our population, in particular through the development of the Blackbridge site
14. Develop ways and structures to harness and sustain the cross-city partnership working evident during the COVID-19 Pandemic to offer systemic accountability for the “State of the City”

Priority 4: Working to provide great services that ensure value for money

15. Continue with our ‘channel shift’ programme, enabling our transactional services to be accessible via the website and turning off the face to face channels where we can so that customers can access our services in a modern and efficient manner.
16. Identify commercial opportunities within the city’s Shopmobility service to ensure that the service remains accessible to residents and visitors but also more financially sustainable
17. Develop a commissioning programme for our larger contracts (2020 -2024/5), including the redesign of the waste and recycling service; our IT service; our Business Processing (Revenues and Benefits) service; and Leisure

Note: outstanding Council Plan actions in green

Recommendations of the Overview & Scrutiny Committee of 15 June 2020 in respect of the Council Plan Extension Priorities for 2020-21.

RESOLVED – That the Overview & Scrutiny Committee **RECOMMENDS** that:

- (1) Cabinet amends Priority 3 (13) in the Council Plan Extension Priorities for 2020/21 as follows: “*work with partners to improve the health and wellbeing of our population, in particular through the development of the Blackbridge site* **and other community initiatives**”.
- (2) Cabinet removes the reference to “*commercial opportunities*” in relation to the Shopmobility Service in Priority 4 (16) of the Council Plan Extension Priorities for 2020/21.

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Meeting:	Council	Date:	9th July 2020
Subject:	Governance arrangements for the Gloucestershire Economic Growth Joint Committee		
Report Of:	Leader of the Council		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Ian Edwards, Head of Place		
	Email: ian.edwards@gloucester.gov.uk Tel: 01452 396034		
Appendix:	1. Report to GEGJC, 3rd June 2020		

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 To consider a request from the Gloucestershire Economic Growth Joint Committee to extend the operation of the Joint Committee for a period of 18 months from 4 September 2020 together with agreeing to waive the 12 months' notice period set out in the Inter Authority Agreement between the partner authorities to enable the Joint Committee to continue.

2.0 Recommendations

- 2.1 Council is asked to **RESOLVE** to:

- (1) Waive and remove the twelve months' notice period set out in the Inter-Authority Agreement dated 4 September 2014 required to extend the Inter-Authority Agreement, including removing the need for future notice periods.
- (2) Agree to the Joint Committee continuing to operate from September 2020 for a period of eighteen months.
- (3) Delegate authority to the Head of Place, in consultation with the Leader of the Council, to agree and complete the appropriate legal formalities to allow the Inter-Authority Agreement to be extended for 18 months to enable the Joint Committee to continue until March 2022.

3.0 Background

- 3.1 At its meeting on 3rd June 2020, the Gloucestershire Economic Growth Joint Committee considered a report about its overall governance arrangements. A copy of the report is set out in the Appendix.

- 3.2 The report included an update regarding the Inter-Authority Agreement (IAA) dated 4 September 2014 which all Gloucestershire local authorities entered into to establish the Joint Committee. The report to the Joint Committee confirmed that its initial term was for a five year term which is due to end in September 2020.
- 3.3 The Joint Committee considered a proposal to extend its future operation for a further eighteen months following the end of the IAA in September 2020 and resolved to:
Request the partner authorities to waive and remove the twelve months' notice period set out in the Inter-Authority Agreement dated 4 September 2014, including removing the need for future notice periods, and to agree to the GEGJC continuing to operate from September 2020 for a period of eighteen months.
- 3.4 The proposed eighteen month period will allow Gloucestershire local authorities to continue to work collaboratively together on Gloucestershire's economic development through the Joint Committee. At its June meeting, the Joint Committee also identified that it will be supporting the economic recovery of the County as a result of the economic impact of COVID19. The 18 month extension will enable the Joint Committee to oversee the strategy development and delivery, as the principal partnership based economic co-ordination forum.

4.0 Alternative Options Considered

- 4.1 To not agree to the Joint Committee continuing for a further 18 months will result in there being no other formal joint decision making arrangements across Gloucestershire local authorities in place to promote the economy and support the economic response to COVID19.

5.0 Reasons for Recommendations

- 5.1 To enable the Gloucestershire Economic Growth Joint Committee to continue to operate for a further 18 months from September 2020.

6.0 Financial Implications

- 6.1 The IAA between the Councils provides for the administration costs of the Gloucestershire Economic Joint Committee (capped at £5,000 per annum) to be paid from the Strategic Economic Development Fund.

7.0 Legal Implications

- 7.1 The IAA includes a provision to extend the committee which is triggered by 12 months notice being served by any of the partner authorities. This did not take place before September 2019 and this provision in the IAA will need to be waived to enable the Joint Committee to continue until March 2022.

8.0 Risk & Opportunity Management Implications

- 8.1 The proposed eighteen month extension to the Joint Committee does not present any particular risks to the authority.

9.0 **People Impact Assessment (PIA)**

9.1 The proposed 18 month continuation of the Joint Committee will not have any significant equality implications.

10.0 **Other Corporate Implications**

Community Safety

10.1 None

Sustainability

10.2 None

Staffing and Trade Union

10.3 None

APPENDIX 1 – REPORT TO THE GLOUCESTERSHIRE ECONOMIC GROWTH JOINT COMMITTEE ON 3RD JUNE 2020

**UPDATE ON THE GOVERNANCE ARRANGEMENTS FOR
THE GLOUCESTERSHIRE ECONOMIC GROWTH JOINT COMMITTEE**

Meeting	Gloucestershire Economic Growth Joint Committee (GEGJC) 3 June 2020
Report Author	Gillian Parkinson Assistant Director, Legal Services (Gloucestershire County Council) Tel: 01452 328729 e- mail: gillian.parkinson@gloucestershire.gov.uk
Background documents	The partner authorities' decisions to formulate the Joint Committee and appoint Gloucestershire County Council as the administering authority.
Location/Contact for inspection of background documents	Gloucestershire County Council Democratic Services Shire Hall Gloucester
Main Consultees	Senior Officer Group
Planned Dates	September 2020 – completion of agreement for the future operation of the Joint Committee
Purpose of report	To provide an update on the Committee's overall governance arrangements and to propose the continuation of the Joint Committee from September 2020.
Recommendations	<ol style="list-style-type: none"> 1. To note the overall governance arrangements for the Gloucestershire Economic Growth Joint Committee (GEGJC) set out in this report. 2. To request the partner authorities to waive and remove the twelve months notice period set out in the Inter-Authority Agreement dated 4 September 2014, including removing the need for future notice periods, and to agree to the GEGJC continuing to operate from September 2020 for a period of eighteen months.
Reason for recommendations	To allow the GEGJC to continue to operate from September 2020.
Resource Implications	As set out in the body of the report.

1. Background

- 1.1 The Committee was formedⁱ on 4 September 2014 through an Inter Authority Agreement (IAA) between the County Council and Gloucestershire district authorities, which sets out the parameters within which it is to operate and its terms of reference.
- 1.2 Under the IAA, GEGJC has executive powers which are broadly defined, including:

“To do anything it considers likely to achieve the promotion or improvement of the economic wellbeing of the area of Gloucestershire.”

However, these powers are constrained by the following factors:

- Each individual partner retains the right to promote or undertake economic activity within its area (albeit the agreement also requires partners to advise GEGJC before adopting a position that is at odds with that of the Joint Committee);
- GEGJC is required to obtain the prior agreement of each partner(s) before considering a matter for decision in respect of that partner’s area;
- The budget available to GEGJC

2. The GEGJC decision making powers

- 2.1 The GEGJC is empowered to take executive decisions within the scope of its powers, which, as mentioned above, are broad in their definition.
- 2.2 The GEGJC confirmed at its meeting on 21 November 2018 that each member of the Committee will need to be empowered by their relevant Council to enable them to take the decision to be taken at the Committee. This would have been a matter for each partner authority at the time the Committee was established in 2014.

As mentioned above, the requirement set out in the IAA confirms the GEGJC shall not consider a matter for decision in respect of a partner authority’s area without first obtaining the prior agreement of that partner authority.

In other words, in theory a partner can prevent GEGJC from considering a decision, but once it has granted agreement for that decision to be considered, that decision rests with and is subject to a majority vote by GEGJC.

- 2.3 Decisions are to be taken by majority vote of the voting members of the committee (with provisions for a quorum and chair’s casting vote also set out). The Chair of the GFirst LEP and one other member are also members of the committee, although they do not have any voting powers.
- 2.4 The IAA also confirms that the GCC constitution shall apply to the committee. This means that the procedural rules of decision making set out in the GCC constitution apply where the committee is taking executive decisions, including:

- Meetings to be conducted in public
- A forward plan of decisions to be considered by the committee
- Reports to be published 5 days in advance
- Decision notices published following the meeting

2.5 Any decisions taken by GEGJC are subject to the call-in procedures of each of the partner authorities. If one partner calls in a decision, it is subject to the procedures of that partner individually. If more than one partner calls in a decision, it is to be considered jointly by the Joint Economic Growth Scrutiny Committee.

3. **Governance arrangements to support the GEGJC**

3.1 The IAA confirms that Gloucestershire County Council is responsible for the governance of the Committee, as the Administering Authority.

3.2 A Senior Officers Group has been established to support the partnership, but formal governance remains the responsibility of the Administering Authority, in particular:

- GCC's s151 officer acts as the s151 officer for GEGJC.
- GCC's monitoring officer acts as the monitoring officer for GEGJC

4. **GEGJC's Budget Setting process**

4.1 The Senior Officers Group oversees the formation and development of GEGJC's draft budget, essentially negotiating and proposing how much each authority should contribute.

4.2 Each authority's contribution is then taken through the budget-setting cycle as part of its own decision-making processes, referring any proposed amendments to the draft budget back to GEGJC.

Each partner has until 18th February each year to approve any amendments to the draft budget.

The final budget is then approved by GEGJC by 28th February.

4.3 In the event that either partners or GEGJC fails to approve a draft budget by 26th February, the Joint Committee operates within the previous year's budget (adjusted for inflation) until such time as agreement is reached.

5. **Future arrangements for the GEGJC**

5.1 The IAA confirms that the initial term for the GEGJC was for a five year term which is due to end in September 2020. Therefore, arrangements now need to be put in place for the future operation of the Joint Committee. However, currently there are no other joint working arrangements to promote the economy under development in the County. It is proposed to extend the future operation of the Joint Committee for a further eighteen months following the end of the IAA in September 2020.

The IAA recognised that the GEGJC may continue for a further period and allowed the partner authorities to agree to extend the agreement not less than 12 months before expiry of the agreement. None of the partner authorities have agreed to the extension within this timeframe; however, it is open to the partner authorities to agree to waive and remove such notice period to enable the Joint Committee to continue. Therefore, the proposal is for each partner authority to confirm the future operation of the Joint Committee for the next eighteen months until March 2022.

ⁱ The committee is formed under sections 101 (5) and 102 of the Local Government Act 1972 and under Part 1A chapter 2 section 9EB of the Local Government Act 2000 and pursuant to the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012 and any other enabling legislation.

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Meeting:	Overview and Scrutiny Council	Date:	15 June 2020 9 July 2020
Subject:	Annual Report of the Overview and Scrutiny Committee 2019-20		
Report Of:	Chair of the Overview and Scrutiny Committee		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Miranda Bopoto, Democratic and Electoral Services Officer		
	Email: Miranda.bopoto@gloucester.gov.uk Tel: 396204		
Appendices:	1. Overview & Scrutiny Committee Annual Report 2019-20		

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 This report introduces the Annual Report of the Overview and Scrutiny Committee for 2019-20 which sets out the work and achievements of the Committee during the year.

2.0 Recommendations

- 2.1 Council is asked to **RESOLVE** that the Annual Report of the Overview and Scrutiny Committee for 2019-20 be noted.

3.0 Background and Key Issues

- 3.1 Part 3C of the Council's Constitution (Responsibility for Functions) requires that the Overview and Scrutiny Committee shall 'provide and co-ordinate the input into an annual report to Full Council on such issues and topics as the Committee sees fit'.
- 3.2 The Annual Report sets out the areas focused on by the Committee in 2019-20 and recommendations made to Cabinet.

4.0 Social Value Considerations

- 4.1 N/A

5.0 Environmental Implications

- 5.1 N/A

6.0 Alternative Options Considered

6.1 N/A

7.0 Reasons for Recommendations

7.1 The Council operates the Leader and Cabinet model for its executive arrangements under the Local Government Act 2000. These arrangements must provide for the appointment of one or more overview and scrutiny committees and the Constitution provides that an annual report on the Committees activities be presented to Council.

8.0 Future Work and Conclusions

8.1 The Annual Report highlights the rolling work programme for the Committee in 2019-20 as well as special meetings called. The Lead Members on Overview and Scrutiny will determine additional items for the work programme while taking suggestions from any Member on possible future work.

9.0 Financial Implications

9.1 N/A

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

10.0 Legal Implications

10.1 The Council's Constitution requires that the work of the Overview and Scrutiny Committee is reported to Council on an annual basis. This report fulfils that requirement.

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

11.0 Risk & Opportunity Management Implications

11.1 N/A

12.0 People Impact Assessment (PIA) and Safeguarding:

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

13.0 Community Safety Implications

13.1 N/A

14.0 Staffing & Trade Union Implications

14.1 N/A

Background Documents: None

ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2019-20

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FOREWORD FROM THE CHAIR



It has been another exciting and innovative year for the Overview and Scrutiny Committee, and the next year will be even more significant.

Over the last 12 months, the Overview and Scrutiny Committee has continued to impact on every one of the council's responsibilities and service areas. It has made significant recommendations to policy development, the vast majority of which have been agreed by Cabinet.

The Committee has performed its usual quarterly monitoring of council finances and performance, and continues to keep a close eye on these. Of particular interest to the Committee this year has been the Culture and

Leisure portfolio; events around the eventual insolvency of Marketing Gloucester Ltd (MGL) came before the committee on several occasions, and Members made a number of recommendations which will impact on our ongoing relationships and monitoring with partner organisations. The issue of MGL Ltd also resulted in the committee's first call-in in several years, an example of how this tool can be used as a useful last resort to give backbench Members an opportunity to have decisions made by the executive reconsidered.

Overview and Scrutiny also examined closely issues relating to housing, homelessness, and rough sleeping. In November, Members had a constructive look at the Supplementary Planning Documents for Matson and Podsmead. These regeneration schemes will have a huge impact not only on the lives of residents in these wards, but across the City. Later in November, the Committee questioned the Cabinet Member for Communities and Neighbourhoods, Cabinet Member for Planning and Housing Strategy, and Officers about the adoption of the Housing, Homelessness and Rough Sleeping Strategy, an issue close to the hearts of many residents. We re-visited this in February and will continue to monitor the Council's progress in tackling homelessness and rough sleeping.

The next year as the City emerges from the COVID-19 pandemic will be difficult. The Overview and Scrutiny Committee will be at the forefront ensuring that back-bench Members and the public can contribute to recovery planning and getting Gloucester back on its feet. We are already extremely fortunate to have an innovative system of scrutiny that has been recognised in leading the way both regionally and nationally. We always work successfully on a non-political cross-party basis, with an administration that is willing to listen and participate, and this is precisely the sort of working in partnership that will be needed over the coming months.

I, like a number of Members, was not expecting to be a Councillor, or indeed the Chair, for an additional year, but I am privileged to continue to have the opportunity to contribute to the Council and the City, and to lead this vital function.

Cllr. Tom Coole

Chair of Overview and Scrutiny

MEMBERS OF OVERVIEW AND SCRUTINY COMMITTEE 2019-20



Councillor Tom Coole

Chair



Councillor Emily Ryall

Vice-Chair



Councillor Andrew Lewis

Spokesperson



Councillor Gerald Dee



Councillor Collette Finnegan



Councillor Kate Haigh



Councillor Lee Hawthorne



Councillor Jeremy Hilton



Councillor Howard Hyman



Councillor Colin Organ



Councillor Sajid Patel



Councillor Terry Pullen



Councillor Kevin Stephens



Councillor Gordon Taylor



Councillor Paul Toleman



Councillor Pam Tracey



Councillor Clive Walford



Councillor Declan Wilson

THE WORK OF OVERVIEW AND SCRUTINY

Overview and Scrutiny work is Councillor led. In addition to Councillors leading on which subjects they wish to consider in depth through Task and Finish Groups they also set their own work programme which is populated with topics selected from the Cabinet's Forward Plan, matters relating to the Council's priorities and challenges, and issues of importance to local residents. They identify who they want to hear from to inform their work and decide who should attend meetings to present the information. Meetings are held monthly. The agenda usually comprises no more than 3-4 substantive items to enable meaningful and constructive debate on matters.

What Overview and Scrutiny does not do:

Overview and Scrutiny does not get involved in minor matters or individual concerns which are not of wider community significance. These need to be addressed through the appropriate service unit, Ward Councillor, or the Portfolio Holder responsible for the issue. Overview and Scrutiny does not deal with individual complaints as these should be addressed through the Council's Complaints Procedure.

'Call In' Meetings

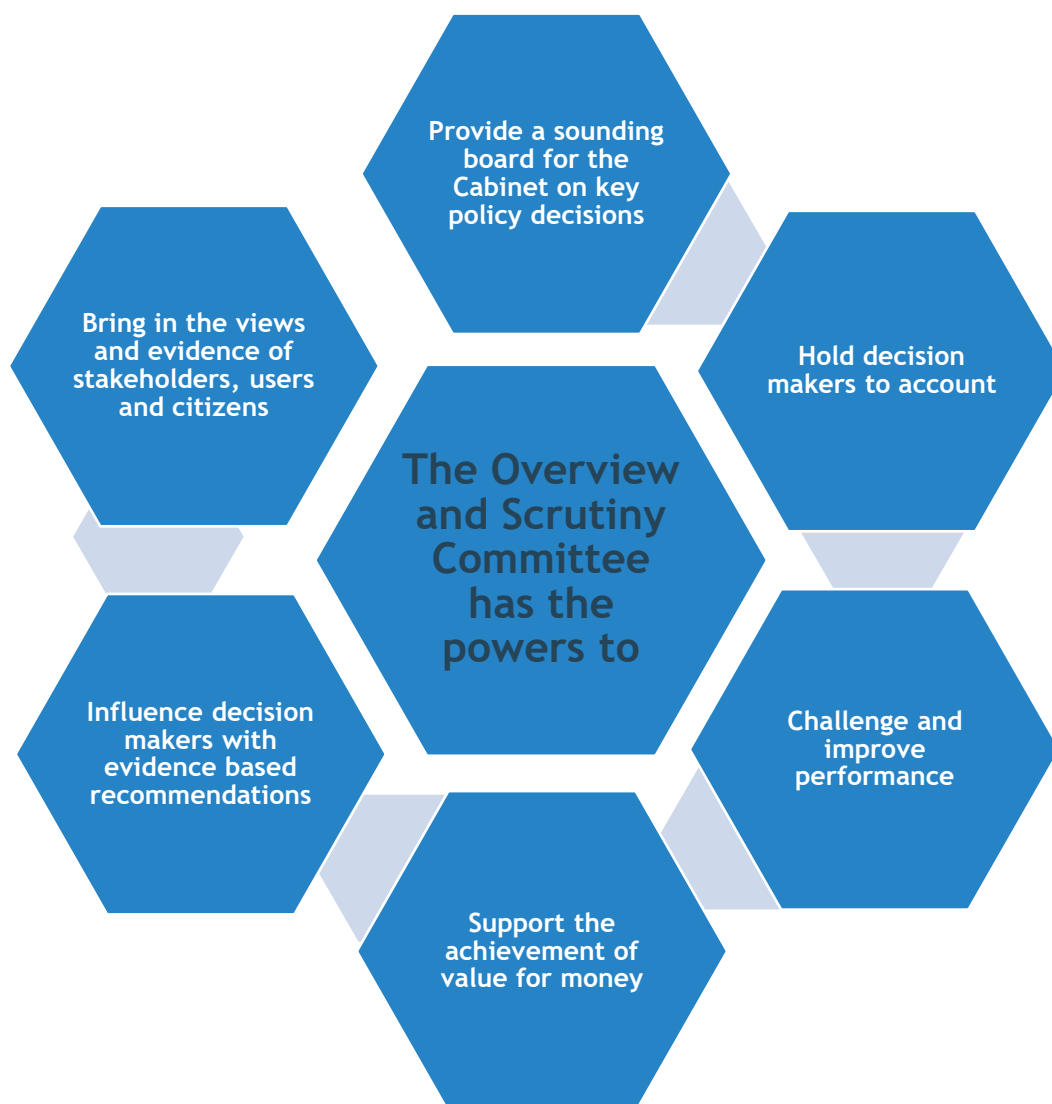
The Council's Constitution sets out the rights of Overview and Scrutiny Committee Members to 'call in' a Cabinet decision if they feel it has not been made in accordance with decision-making principles set out in Article 12 of the Constitution. The 'call in' procedure may result in the convening of a special meeting to consider the matter unless the next programmed meeting falls within the deadlines set in the Council's Constitution.

In October 2019, the Committee called in a Cabinet decision regarding MGL Ltd and a special meeting was convened. Although a call-in of the decision was ultimately rejected in a vote by the Committee, the call-in process itself is a good example of the tools available to Scrutiny to influence decision-making.

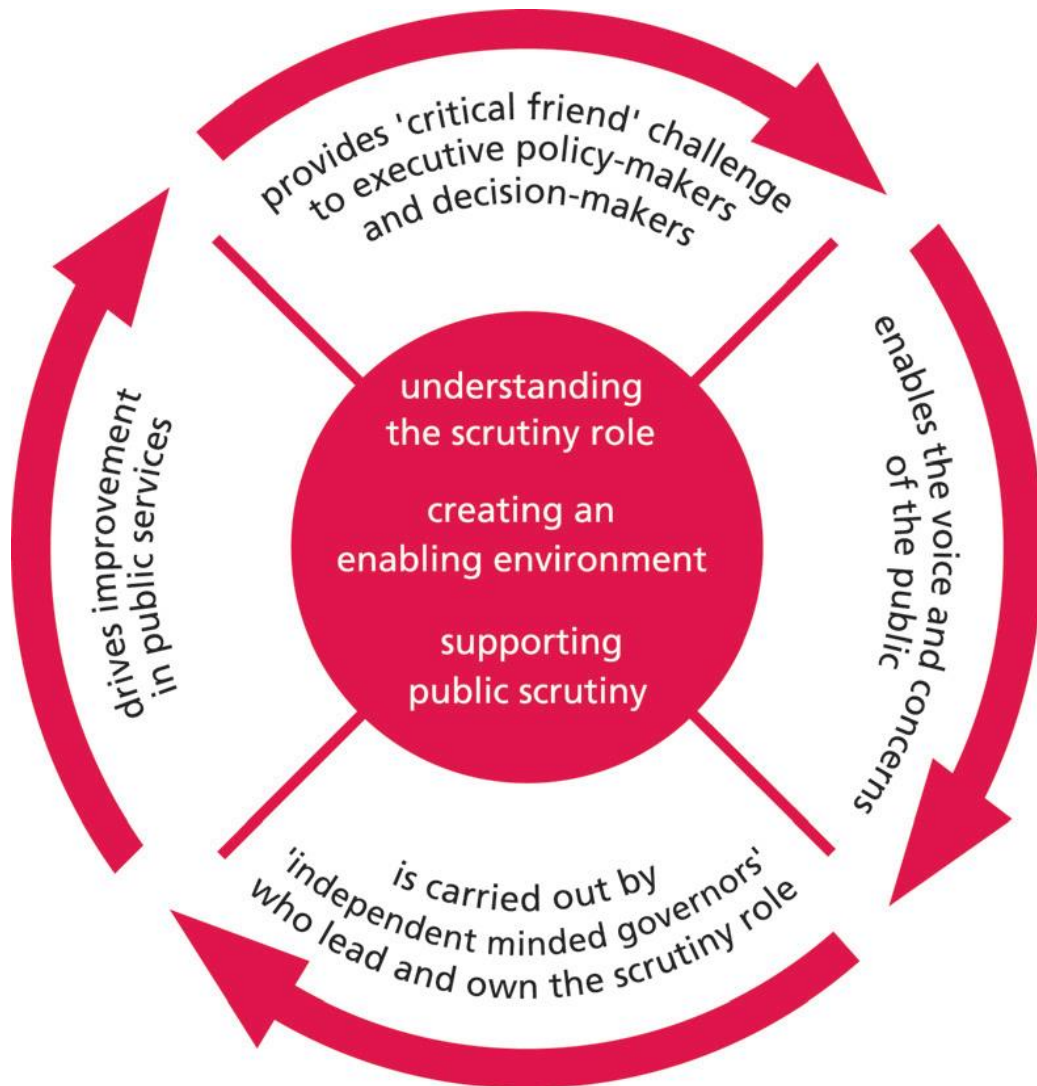
HOW OVERVIEW AND SCRUTINY WORKS AT GLOUCESTER CITY COUNCIL

The Council's Constitution sets out that the Overview and Scrutiny Committee will: -

- (a) co-ordinate, champion and lead on the scrutiny of Council and Executive decisions;
- (b) have all of the functions, powers and duties conferred by Section 21 of the Local Government Act 2000(as amended);
- (c) have all the powers and functions, powers and duties conferred by Section 19 of the Police and Justice Act 2006 and to act as the Council's Crime and Disorder Committee;
- (d) determine the allocation of work in the event that the scope of the subject matter of a scrutiny study or investigation overlaps the role of more than one Task and Finish Group;
- (e) review the operation of the scrutiny process and work programmes of the Overview and Scrutiny Task and Finish Groups and inform and advise Council in relation to priorities and the allocation of resources;
- (f) oversee and review the resources, support, training and development of Overview and Scrutiny Members;
- (g) develop a positive "critical friend" approach to the role of scrutiny of the Council and Community issues;
- (h) provide and co-ordinate the input to an annual report to Full Council on such issues or topics as the Committee sees fit;
- (i) give consideration to the management of matters called in for review under paragraph 14 of the Overview & Scrutiny Rules;
- (j) give consideration to matters referred to it by the Councillors' Call for Action;
- (k) review and scrutinise the work of the Executive;
- (l) review and scrutinise the content of the Forward Plan;
- (m) review and scrutinise the policies and proposed policies of the Council;
- (n) consider any matters which affect the authority, the City of Gloucester (or part of it) or its inhabitants (or some of them).



Successful scrutiny is a central element of the Council's aims and objectives and a key part of the democratic process. The Overview and Scrutiny Committee meets in public to fulfil its role of holding the Cabinet to account against the background of the administration's stated purpose, aims and objectives. However, the guiding principle for its work is that it should make a *proactive* and *positive* contribution to the development of policy and the discharge of the Council's function.



THE COMMITTEE'S RESOURCES

Officer Support and Professional Advice

Support is provided by Democratic and Electoral Services Officers under the direction of the Democratic and Electoral Team Leader and the Policy and Governance Manager.

The Democratic and Electoral Services Officer works closely with the Chair, Vice-Chair and Spokesperson of the Committee and takes a proactive role in managing the Committee's work programme.

The Centre for Public Scrutiny (CfPS) is regarded as a focal reference point for professional advice, case studies and tips for best practice.

Budget

The Committee does not have its own dedicated budget and its work is funded from the Democratic and Electoral Services team's budget.

THE YEAR IN SCRUTINY

Over the 14 meetings which the Overview and Scrutiny Committee held during 2019-2020, a number of different topics were scrutinised. As shown in the table below:

Meeting	RECOMMENDATIONS AND ACTIONS
03 June 2019	
Annual Report on the Grant Funding Provided to the Voluntary Community Sector	RESOLVED: The Overview and Scrutiny Committee NOTE the Report.
Guildhall Development Plan	RESOLVED - The Overview and Scrutiny Committee NOTE the report.
Ministry for Housing, Communities & Local Government Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities	RESOLVED that: - The Chair would meet with Senior Management to discuss how to implement the guidance going forward.
01 July 2019	
Year End Performance Report 2018-19	<p>RESOLVED - that the report of year end Performance Monitoring 2018-19 be noted.</p> <p><u>Outcome:</u></p> <p>At the meeting held on the 10th of July 2019, Cabinet referred to the “constructive feedback made by the Overview & Scrutiny Committee” particularly around Key Performance Indicator CST2 (customer telephone waiting times). Cabinet outlined that issues raised were being addressed.</p> <p>Since then, in January 2020 a new contact centre was launched consisting of 5 unified contact centres (Customer services, Housing, Invoices, Benefits, and Council Tax/Business Rates). This has seen a reduction in the average call waiting times.</p>
Financial Outturn Report 2018-19	RESOLVED - that the Final Outturn Report 2018-19 be noted.

Annual Report of the Overview & Scrutiny Committee	RESOLVED - that the Annual Report of the Overview and Scrutiny Committee 20-18-19 be received.
02 September 2019	
City Plan	<p>RECOMMENDED: The Committee made the following recommendations to Cabinet:</p> <ol style="list-style-type: none"> <i>1. In relation to Policy A2, would it be possible to further increase the affordable housing requirement beyond 25%?</i> <i>2. Would it be possible to include information about climate change in the Vision Statement?</i> <i>3. Would it be possible to include a specific policy on sustainable transport?</i> <i>4. Is it possible to give Officers support for social rent?</i> <i>5. Would it be possible to include a policy on homelessness within the vision statement?</i> <i>6. Would it be possible to include a policy on Solar Panels?</i> <i>7. Further clarification to be provided in Policy C7 particularly what exactly the 'mitigation measures' would entail</i> <i>8. Would it be possible to include a policy on cellar extensions?</i> <i>9. The policies on food and takeaway outlets are welcomed, would it also be possible to also include a policy on gambling houses?</i> <i>10. Should we be trying to 'future proof' broadband provision to allow room for technological developments and define 'high speed' in Policy G5 – as an example could be that we set a minimum threshold for broadband speed in new developments.</i> <i>11. Policy G3 which sets out that there will be electric charging points 2% of spaces within 100 or more car parking spaces might prove to be insufficient and restrictive in the future. It is suggested that we do not restrict ourselves by setting a 2% threshold.</i> <i>12. Would it possible to also include guidelines on waste disposal within the policies on takeaway and food outlets?</i> <i>13. Would it be possible to include within the City Plan that the design process would be decided by a Board? The intention is to avoid bad designs which would be detrimental to the city.</i> <p><u>Outcome:</u></p> <p>All of the recommendations made by the Committee were adopted by Cabinet at their meeting held on the 11th of September 2019.</p>

Universal Credit – GAP Meeting Update (Chair 's Update)	RESOLVED that: - The Committee NOTE the update.
Financial Monitoring Quarter 1 Report	RESOLVED: The Overview and Scrutiny Committee NOTE the Report.
30 September 2019	
Gloucester Community Building Collective	<p>RECOMMENDED: The Committee made the following recommendations to Cabinet:</p> <ol style="list-style-type: none"> 1. Cabinet consider providing criteria for measuring how the Company meets its aims; 2. A further update on the Company's operations be provided to the Overview and Scrutiny Committee prior to the commencement of Phase 2; 3. A review is undertaken at the conclusion of Phase 1 to determine whether the Company had met its aims and, if it is determined that it had not, to cease operations; 4. To conduct a canvass of charitable organisations in the City and for Members to be asked to provide nominations for a particular charity to be the recipient of any assets in the event of the Company's dissolution; 5. Cabinet examine a performance management framework and commission an evaluation of impact study in partnership with the University of Gloucestershire. <p><u>Outcome:</u></p> <p>In response, Cabinet adopted some of the recommendations and where a recommendation was not adopted, Cabinet provided an explanation. Please see below an extract of the minutes from Cabinet's meeting held on the 9th of October 2019:</p> <p><i>"In relation to recommendations 1 and 2 (criteria for measuring progress against the Company's aims and updating the Committee) she (Councillor Jennie Watkins) stated that these would be provided albeit with discussions around fair evaluation and quantitative versus qualitative data. The Cabinet Member for Communities and Neighbourhoods advised that recommendations 3 and 5 (end of phase 1 review with option of ceasing operations and examination of a performance management framework with the commission of an impact study) would be too prescribed given the community-led and innovative nature of the</i></p>

	<i>company intended. Concerning recommendation 4 (canvass of charitable organisations to be nominated as recipient of assets) she confirmed that the Gloucester Round Table had been chosen as the best option after extensive consideration.”</i>
Waste and Recycling Proposals	RESOLVED: The Overview and Scrutiny Committee NOTE the report.
14 October 2019 (Special Call-In)	
Call-In of Cabinet Decision regarding Market Gloucester Ltd	<p><u>Resolved:</u></p> <p>The call-in was rejected by the Committee.</p> <p><u>Outcome:</u></p> <p>Although a call-in of the decision was ultimately rejected in a vote by the Committee, the call-in process itself is a good example of the tools available to Scrutiny to influence decision-making.</p> <p>Moreover, this call-in was the first of three meetings held by the Committee in 2019/20 to look at MGL Ltd in more detail.</p>
28 October 2019	
Aspire Trust Annual Update	RESOLVED: - That the Overview and Scrutiny Committee NOTE the Report.
Local Council Tax Support Scheme	<p>RECOMMENDED: - The Committee made the following recommendations to Cabinet:</p> <ol style="list-style-type: none"> <i>1. The Overview and Scrutiny Committee does not accept the proposal of the minimum payment scheme. Cabinet is asked to reconsider the scheme and look at alternative options</i> <i>2. Notwithstanding the recommendation above, if Cabinet decides to go ahead with the scheme, the Overview and Scrutiny Committee recommends that (a) introduction of the scheme is phased out over two years (b) all war pensions to be disregarded under the scheme.</i>

	<p><u>Outcome:</u></p> <p>The recommendations were considered by Cabinet at its meeting held on the 6th of November 2019. The minutes of this meeting outline that it was:</p> <p><i>“resolved that the changes recommended to the 2019/20 Local Council Tax Support Scheme for 2020/21 be brought to a later meeting to allow careful reconsideration of the implications”</i></p>
Redevelopment of the Former Fleece Hotel Site	RESOLVED: - That the Overview and Scrutiny Committee NOTE the Report.
04 November 2019	
SPD Scrutiny	RESOLVED: - That the Overview and Scrutiny Committee NOTE the Report.
25 November 2019	
Housing, Homelessness and Rough Sleeping Strategy	RESOLVED: The Overview and Scrutiny Committee NOTE the Housing, Homelessness and Rough Sleeping Strategy.
Social Enterprise Activity	<p>RECOMMENDED: that Overview and Scrutiny Committee to Cabinet that para 2.3 in the report be replaced with: <i>“To approve plans to explore a further trial of the scheme in Matson & Robinswood ward and any other community which comes forward”</i>.</p> <p><u>Outcome:</u></p> <p>At a meeting held on the 4th of December 2019, one of Cabinet’s resolutions was as follows:</p> <p><i>“Plans to explore a further trial of the scheme in Matson & Robinswood ward and any other community which comes forward be approved”</i>.</p>
Financial Monitoring Quarter 2	RESOLVED that: - The Overview and Scrutiny Committee NOTE the report.
19 December 2019 (Special MGL Meeting)	
MGL Review (Special Meeting)	RESOLVED that: The Committee made 3 recommendations to Cabinet.

	<p><u>Outcome:</u></p> <p>At its meeting held on the 15th of January 2020, Cabinet resolved to welcome the review reports and some of the proposals aimed at ensuring “effective financial management, oversight and reporting”.</p>
	.
06 January 2020	
Waste and Street Scene Contract – Amey	<p>RESOLVED that: The Committee asked Cabinet to respond to follow up questions.</p> <p><u>Outcome:</u></p> <p>Cabinet responded to the Committee ‘s questions.</p>
Performance and Monitoring Quarter 1 and 2	<p>RESOLVED that: The Committee asked Cabinet to respond to follow up questions.</p> <p><u>Outcome:</u></p> <p>Cabinet responded to the Committee ‘s questions.</p>
03 February 2020	
Housing, Homeless and Rough Sleeping Strategy	RESOLVED: - that the Overview and Scrutiny Committee NOTE the report.
Events and Festivals Plan	RESOLVED; - that the Overview and Scrutiny Committee NOTE the report.
10 March 2020 (Special MGL Meeting)	
Marketing Gloucester Review	<p>RECOMMENDED; - the Committee made the following recommendations to Cabinet:</p> <ol style="list-style-type: none"> 1.) <i>Once the liquidation proceedings have been concluded, it is recommended that a report is brought before the Committee detailing how grant money was spent by MGL and accounted for.</i> 2.) <i>It is recommended that Cabinet reviews the Council ‘s whistleblowing procedure particularly in relation to Teckal companies.</i> 3.) <i>It is recommended that Cabinet reviews existing Service Level Agreements and performance</i>

	<p><i>management frameworks for existing contracts currently in place.</i></p> <p>4.) <i>It is recommended that Cabinet reviews the role of Councillors on the Boards of the Council's partner companies and organisations.</i></p> <p>5.) <i>It is recommended that the report which is being prepared by Steve Brown is brought before the Overview & Scrutiny Committee for consideration prior to the report going to Cabinet. This report should also detail the Terms of Reference for the new Destination Management Organisation, if any, and the budget to be allocated for this.</i></p> <p>6.) <i>It is recommended that when the Council enters into any arrangement with partner organisations there are access to information policies between the organisation and the Council</i></p> <p>7.) <i>It is recommended that when the Council enters into any such future arrangements there are clear guidelines and expectations for reporting to the Overview & Scrutiny Committee.</i></p> <p><u>Outcome</u></p> <p>All seven recommendations were accepted by Cabinet.</p> <p>The Cabinet Member for Culture & Leisure 's "<i>Report into the Future Marketing of Gloucester</i>" which is due to be considered before the Overview & Scrutiny Committee on the 6th of July 2020 outlines proposals for how the seven recommendations can be implemented.</p>
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BUDGET MONITORING 2019-2020

Budget monitoring is a key feature of the Overview and Scrutiny process here at the Council. As well as quarterly financial monitoring, an annual money plan and budget proposal meeting with Cabinet form a part of the programme.

In December 2019, the Leader of the Council and Cabinet Members presented to the Committee the overall draft Money Plan as well the 2020/2021 budget proposal. Additionally, each of the Cabinet Members presented their individual portfolios, highlighting anticipated budget pressures, budget savings and any changes to the portfolio. Below are some of the key observations.

Key Observations:

- Local authorities continue to face a tough financial outlook and second-tier authorities such as Gloucester City Council may be particularly affected.
- Although savings of £170,000 had been made in 2019/20, there were no proposed savings for 2020/21.
- The Property Investment Strategy would provide an increased income. The aim of this strategy enables the delivery of Council services, economic growth, unlocking both regeneration and housing opportunities in the City whilst also delivering income. It would provide a measure of financial independence which would enable the Council to focus on its priorities.
- The transformation programme required the Council to draw on earmarked reserves during 2019/20, however it was noted that the proposed plan identifies the need to build up on these reserves to protect the Council in the future.

The full agenda and minutes can be accessed [here](#).

PARTNERS

As in previous years, the Committee met with the Council 's partners. These meetings ensure an ongoing dialogue between the City Council and partner organisations working together on how to best serve the City of Gloucester. This is perhaps more important now more than ever as organisations continue to face financial pressure and limited resources.

Aspire Sports and Cultural Trust:



In October 2019, the Committee welcomed the CEO and Chair of Aspire Trust. The CEO pointed to the difficult financial backdrop against which Aspire was operating, particularly as management fees from the City Council had been cut. Despite this, the organisation has remained solvent and has tried to maintain operational efficiency. The organisation's community programmes are particularly noteworthy, and the Committee looks forward to welcoming the Aspire Trust again in 2020-21.

The full agenda and minutes can be accessed [here](#).

Amey:

In January 2020, the Committee welcomed both the Head of Commercial and the Operations Manager at Amey. Given the prior dispute between Amey and the City Council, it was important for the Committee to examine the basis of the Council 's dispute resolution with Amey. As a part of this, the Committee considered aspects of the Deed of Settlement, Release and Variance. This meeting was a good example of scrutiny of not only the Council itself but also a partner organisation. This type of scrutiny is highlighted as good practise in the Ministry of Housing, Communities and Local Government 's Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities.¹



The full agenda and minutes can be accessed [here](#).

¹ <https://www.gov.uk/government/publications/overview-and-scrutiny-statutory-guidance-for-councils-and-combined-authorities>

Gloucester Community Building Collective



In September 2019, the Cabinet Member for Communities and Neighbourhoods laid out the plans to establish this Community Interest Company to build on the community building activities which are already prevalent in the City. Here, the Committee was able to make a number of recommendations for Cabinet to consider.

The full agenda and minutes can be accessed [here](#).

Gloucester Advice Partnership

The Chair attended the Gloucester Advice Partnership Meeting on the 30th of July 2019 to follow up on the implementation of Universal Credit in the City with representatives from partner organisations. This has been a topic of interest for the Committee since the roll out of Universal Credit in February 2018. In January 2018, the Committee held a special meeting to consider the City Council 's preparedness for the roll out of universal credit. This meeting was also attended by partner organisations who gave evidence at the meeting. This is a good example of the Committee engaging with partner organisations on the issues that affect residents' daily lives. It also highlights the importance of ongoing scrutiny and reviews on key issues.

KEY PRIORITIES FOR 2020-2021

The Overview and Scrutiny Committee will continue to grow and develop in its role of holding the authority's decision makers to account. It has identified the following key priorities for the year ahead:

1. Gloucester (Covid-19) Recovery Plan

As the Local Government Association (LGA) has put it, "there is not a single area of local government that is not affected by the COVID-19 pandemic".² Thus, a key priority for the Committee will be working with Cabinet, particularly the new Cabinet Member for Economic Recovery, and Officers to work on the City's recovery plan from the effects of the pandemic. As a "critical friend", the Committee can provide another perspective on the proposals from the Gloucester Recovery Plan, and facilitate public involvement in recovery planning before more final proposals are presented to Cabinet and Council.

2. Partner Organisations and Teckal Companies

In 2019/20 there were some good examples of scrutiny of the Council's partner organisation, Teckal companies, and "following the Council pound". The Committee plans to carry on with this work and to follow up on some of lines of enquiry from the previous year. The committee will use lessons learned from Marketing Gloucester LTD to explore how best to maintain and monitor the City Council's relationships with these organisations.

3. Cultural Portfolio

The City Council will be making changes to the delivery model for Place Marketing in the City. The Committee will be actively involved in considering any proposed changes and looking at ways to add value to the process, with a particular interest in the new model for the City's Destination Management Organisation (DMO). We will continue to pursue any actions that may arise from last year's investigations.

4. Executive/Scrutiny Portfolio

The committee will draw on the Statutory Guidance issued by MHCLG last year to develop a protocol for relationships with the executive, to further underpin the importance of the Scrutiny function into the future.

² <https://www.local.gov.uk/our-support/coronavirus-information-councils>

MEMBERS ATTENDANCE RECORD 2019-2020

Nature of Meeting	Date of Meeting
Ordinary Business	3 June 2019
Ordinary Business	1 July 2019
Ordinary Business	2 September 2019
Ordinary Business	30 September 2019
Special Meeting (Call-In)	14 October 2019
Ordinary Business	28 October 2019
Special Meeting (Matson and Podsmead Estate Regeneration)	04 November 2019
Ordinary Business	25 November 2019
Ordinary Business	02 December 2019
Special Meeting (MGL Review)	19 December 2019
Ordinary Business	06 January 2020
Ordinary Business	03 February 2020
Ordinary Business	02 March 2020
Special Meeting (MGL Review)	10 March 2020

Name of Councillor	Meetings Attended (Max: 14)
Councillor Tom Coole (Chair)	13
Councillor Emily Ryall (Vice-Chair)	14
Councillor Andy Lewis	12
Councillor Gerald Dee	11
Councillor Collette Finnegan	9
Councillor Kate Haigh	10
Councillor Lee Hawthorne	1 of 3 possible meetings
Councillor Jeremy Hilton	12
Councillor Howard Hyman	9
Councillor Colin Organ	9
Councillor Sajid Patel	8 out of 10 possible meetings
Councillor Terry Pullen	11
Councillor Kevin Stephens	13
Councillor Gordon Taylor	13
Councillor Paul Toleman	11
Councillor Pam Tracey	7 out of 8 possible meetings
Councillor Clive Walford	13
Councillor Declan Wilson	12
Councillor Said Hansdot (as a substitute)	3
Councillor Jan Lugg (as a substitute)	3
Councillor David Norman MBE (as a substitute)	1



Meeting:	Audit and Governance Committee	Date:	9 March 2020
	Council		9 July 2020
Subject:	Audit and Governance Committee Annual Report 2019/2020		
Report Of:	Chair of the Audit and Governance Committee		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Theresa Mortimer, Head of Audit Risk Assurance		
	Email: Theresa.Mortimer@gloucester.gov.uk Tel: 396430		
Appendices:	1. Audit and Governance Committee Annual Report 2019/2020		

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 The Annual Report summarises the activities of the Audit and Governance Committee during 2019/20 and sets out its plans for the next twelve months.
- 1.2 This report provides the Council with independent assurance that the Council has in place adequate and effective governance, risk management and internal control frameworks; internal and external audit functions and financial reporting arrangements that can be relied upon and which contribute to the high corporate governance standards that this Council expects and maintains.

2.0 Recommendations

- 2.1 Audit and Governance Committee is asked to:
 - (1) **RESOLVE** to agree the Audit and Governance Committee Annual Report 2019/20; and
 - (2) **RECOMMEND** to Council that the Annual Report 2019/20 be approved.
- 2.2 Council is asked to **RESOLVE** that the Audit and Governance Committee Annual Report 2019/20 be approved.

3.0 Background and Key Issues

- 3.1 Gloucester City Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards and that public money is safeguarded, properly accounted for and used economically, efficiently and effectively. In discharging this overall responsibility, the Council is responsible for putting in place the proper arrangements for the governance of its affairs.

- 3.2 A sound corporate governance framework involves accountability to service users, stakeholders and the wider community, within which the Council takes decisions and leads and controls its functions to achieve stated objectives and priorities. It thereby provides an opportunity to demonstrate the positive elements of the Council's business and to promote public confidence.
- 3.3 Audit Committees are widely recognised as a core component of effective governance. Their key role is independently overseeing and assessing the internal control environment, comprising governance, risk management and control and advising the Council on the adequacy and effectiveness of these arrangements.
- 3.4 In response to the above, the Audit and Governance Committee was established in line with guidance issued by the Chartered Institute of Public Finance and Accountancy (CIPFA). This guidance recommends that audit committees should prepare an annual report to the full Council, which sets out the Committee's work on how they have discharged their responsibilities.
- 3.5 The Annual Report attached at **Appendix A** details the work and achievements of the Audit and Governance Committee during 2019/20 and sets out its plans for the next twelve months.

4.0 Asset Based Community Development (ABCD) Considerations

- 4.1 There are no ABCD implications as a result of the recommendations made in this report.

5.0 Alternative Options Considered

- 5.1 Consideration has been given to not producing an Annual Report however; this has been discounted because recommended practice from both the public and private sectors indicates that an audit committee should report directly to the governing body of the organisation. In the case of a local authority, this is the full Council.

6.0 Reasons for Recommendations

- 6.1 The Audit and Governance Committee's terms of reference includes the accountability arrangement to providing an annual report to Council that its systems of governance are operating effectively, which includes the Committees performance in relation to the terms of reference. The Audit and Governance Committee's Annual Report meets this requirement and assists in Audit and Governance Committee independence from the executive and scrutiny functions, and in addition provides status and clarity to the Committee's role.

7.0 Future Work and Conclusions

- 7.1 In accordance with best practice, the Audit and Governance Committee will continue to present an Annual Report to the full Council.

8.0 Financial Implications

- 8.1 There are no direct financial costs arising out of this report.

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

9.0 Legal Implications

9.1 None directly arising from this report.

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

10.0 Risk & Opportunity Management Implications

10.1 Audit committees are a key component of an authority's governance framework. The Audit and Governance Committee's Annual Report is part of the overall internal control arrangements and risk management process. By examining and evaluating objectively the adequacy of the control environment through the reports it receives the Committee can, in turn, provide assurances to Council on its governance, risk management and internal control frameworks; internal and external audit functions and financial reporting arrangements that inform the Annual Governance Statement.

11.0 People Impact Assessment (PIA) and Safeguarding:

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' implications arising out of the recommendations in this report.

Sustainability

12.2 There are no 'Sustainability' implications arising out of the recommendations in this report.

Staffing & Trade Union

12.3 There are no 'Staffing and Trade Union' implications arising out of the recommendations in this report.

Background Documents: [Audit and Governance Committee meeting minutes 2019/2020](#)

[Constitution: Audit and Governance Committee Terms of Reference](#)

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Audit and Governance Committee Annual Report

2019-2020



Gloucester
City Council

ARA
Audit Risk Assurance

Gloucester City Council STROUD DISTRICT COUNCIL Gloucestershire COUNTY COUNCIL

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Statement from the Chair of the Audit and Governance Committee

Effective corporate governance is a fundamental feature of any successful public sector organisation. The trend for strengthening governance arrangements has resulted in the joint Chartered Institute of Public Finance and Accountancy (CIPFA) / Society of Local Authorities Chief Executives (SOLACE) good practice publication / guidance '*Delivering Good Governance in Local Government – 2016 Edition*'.

Being well managed and well governed are important attributes in helping the Council to improve performance and to reduce the risk of failing to achieve our objectives and providing good services to our community.

Audit Committees are widely recognised as a core component of effective governance, their key role is to independently oversee and assess the internal control environment, comprising governance, risk management and control and advise the Council on the adequacy and effectiveness of these arrangements.

In response to the above, the Council has established an Audit and Governance Committee in line with CIPFA's guidance '*Audit Committees – Practical Guidance for Local Authorities and Police – 2018 Edition*'. The committee has reviewed its effectiveness against the revised CIPFA guidance 2018 during 2019/2020. An action plan was developed and is currently being implemented. The Committee's priorities are to maintain and improve our governance procedures and we are a major source of providing assurance on the Council's arrangements for managing risk, maintaining an effective control environment and reporting on internal and external audit functions and financial and non-financial performance. As Chair, I also consider training a key priority for members in order for us to undertake our roles effectively.

The Committee undertakes a substantial range of activities and works closely with the Monitoring Officer, Chief Financial Officer (Section 151 Officer) and both internal and external auditors, in achieving our aims and objectives. We have developed and implemented a work plan for the year to enable key tasks to be considered, undertaken and delivered and to summarise, through our work plan we have:

- provided independent assurance on the adequacy of the governance, risk management framework and associated control environment;
- provided independent assurance on the Council's financial and non financial performance to the extent that it affects the Council's exposure to risk and weakens the control environment, and
- overseen the statutory financial reporting process.

In conclusion, the Committee has continued to make a positive contribution to the Council's overall governance and control arrangements, including risk management and is satisfied that the Council has maintained an adequate and effective internal control framework through the period covered by this report.

Councillor Dawn Melvin

Chair of the Audit and Governance Committee

Background

Gloucester City Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards and that public money is safeguarded, properly accounted for and used economically, efficiently and effectively. In discharging this overall responsibility, the Council is responsible for putting in place the proper arrangements for the governance of its affairs.

A sound corporate governance framework involves accountability to service users, stakeholders and the wider community, within which the Council takes decisions and leads and controls its functions to achieve stated objectives and priorities. It thereby provides an opportunity to demonstrate the positive elements of the Council's business and to promote public confidence. Audit Committees are widely recognised as a core component of effective governance.

The Audit and Governance Committee is responsible for overseeing the Council's corporate governance, audit and risk management arrangements. The Committee is also responsible for approving the Statement of Accounts and the Annual Governance Statement. The Committee's specific powers and duties are set out in Council's Constitution.

The Chartered Institute of Public Finance and Accountancy (CIPFA) issued guidance to local authorities to help ensure that Audit Committees are operating effectively¹. The guidance recommends that audit committees should report annually on how they have discharged their responsibilities. The key benefits to the Council of operating an effective Audit and Governance Committee are:

- Maintaining public confidence in the objectivity and fairness of financial and other reporting;
- Reinforcing the importance and independence of internal and external audit and any other similar review process;
- Providing a focus on financial reporting both during the year and at year end, leading to increased confidence in the objectivity and fairness of the financial governance arrangements operating within the Council;
- Assisting the co-ordination of sources of assurance and, in so doing, making management more accountable;
- Providing additional assurance through a process of independent and objective review, via the Internal Audit function;
- Raising awareness within the Council of the need for governance, including ethical governance, internal control and the implementation of audit recommendations; and
- Providing assurance on the adequacy of the Council's risk management arrangements, including the risk of fraud and irregularity.

¹ CIPFA – Practical Guidance for Local Authorities and Police, 2018

Membership and Meetings

The Committee has enjoyed the benefit of a reasonably settled membership over the last three years. Cllr Dawn Melvin has replaced Cllr Andrew Gravells as the Chair and Cllr Laura Brooker has replaced Cllr Dawn Melvin as Vice-Chair. There have been five new members, Cllr Ashley Bowkett, Cllr Neil Hampson, Cllr Janet C. Lugg, Cllr Gordon Taylor and Cllr Kathy Williams. This has helped to build and retain the expertise within the Committee, which has led to the Committee being able to demonstrate that they are operating within a best practice framework.

There are ten Members of the Audit and Governance Committee namely:

- Councillor Dawn Melvin (Chair)
- Councillor Laura Brooker (Vice-Chair)
- Councillor Ashley Bowkett
- Councillor David Norman MBE
- Councillor Neil Hampson
- Councillor Janet C. Lugg
- Councillor Gordon Taylor
- Councillor Declan Wilson
- Councillor Kathy Williams
- Councillor Hannah Norman (ex-Officio)

During the 2019/20 Civic Year, the Audit and Governance Committee has met on five occasions, in accordance with its Programme of Work:

- 22nd July 2019
- 16th September 2019
- 18th November 2019
- 20th January 2020
- 9th March 2020

The Committee is also supported by Council Officers, principally the Monitoring Officer, Chief Financial Officer (S151 Officer), Head of Audit Risk Assurance (Chief Internal Auditor) and the Council's External Auditors (Deloitte).

Work Programme

During this period, the Committee has assessed the adequacy and effectiveness of the Council's risk management arrangements, control environment and associated counter fraud arrangements through regular reports from officers, the internal auditors (Audit Risk Assurance) and the external auditors (Deloitte).

The Committee has sought assurance that action has been taken, or is otherwise planned by management to address any risk related issues that have been identified by the Committee themselves and the auditors during this period.

The Committee has also sought to ensure that effective relationships continue to be maintained between the internal and external auditors and between the auditors and management. The specific work undertaken by the Committee during 2019/2020 is set out below.

Internal Audit Activity

With effect from May 2016, the Internal Audit service is provided by Audit Risk Assurance under a shared service agreement. The Committee has continued to monitor the work of Internal Audit and has:

- considered the effectiveness of the Audit Risk Assurance Shared Service;
- contributed towards, received and approved the Internal Audit Plan for 2019/20. The plan ensures that internal audit resources are prioritised towards those systems, processes and areas which are considered to be deemed high risk, or which contribute most to the achievement of the Council's corporate objectives;
- participated in the 2020/2021 Internal Audit Risk Based Planning workshop to contribute towards the internal audit plan and audit resource allocation to support assurance needs;
- monitored the delivery of the annual Internal Audit Plan through regular update reports presented by the Head of Audit Risk Assurance;
- received, considered and monitored the results of internal audits performed and high risk activity identified, in respect of specific areas where a limited opinion on the control environment has been provided, e.g. Employee Code of Conduct, Travel and other Expenses and Shopmobility Fees and Charges, and monitored the progress made by management, during the period, to address identified control weaknesses;
- considered the Council's overall counter fraud arrangements and response in the light of national guidance Fighting Fraud and Corruption Locally – The Local Government Counter Fraud and Corruption Strategy 2016 – 2019 which is supported by CIPFA Counter Fraud Centre, with the principles reflected in the Council's Anti Fraud and Corruption Strategy 2017-2019;
- received updates on the outcomes of special investigations undertaken by Internal Audit, along with progress made in the investigation of queries arising as a result of the National Fraud Initiative (NFI) data matching exercise;
- considered and approved the report of the Head of Internal Audit and Risk Management on the service's purpose, authority, role and function; and
- considered the Internal Audit Annual Report of the Head of Audit Risk Assurance, which provided a satisfactory opinion on the effectiveness of the Council's internal control environment and summarised the internal audit activity upon which that opinion was based. The Committee can therefore take reasonable assurance that there is a generally sound system of internal control in place at the Council.

Activity relating to Treasury Management

During the year, the Audit and Governance Committee:

- approved the half yearly Treasury Management activity reports and received, considered and recommended to full Council for approval the Treasury Management Strategy, the Annual Investment Strategy and Minimum Revenue Provision Policy Statement 2020/21.

These reports set the Council's prudential indicators for 2020/21 – 2021/22 and the treasury strategy for these periods. This is a key area for the Committee to monitor and they continue to consider and recommend to full Council for approval amendments to the investment strategy in response to constantly changing market conditions.

External Audit Activity

Deloitte has been appointed as the Council's external auditors for the financial years 2018/19 and 2019/20. The Committee has monitored the work of the Council's external auditors and has:

- considered and approved the External Audit Plan 2019/20 which sets out external audit's work to be undertaken on the accounting statements and to provide a value for money opinion. It reported on risks they have identified which would receive attention during the audit, the results of interim work, which did not reveal any material weaknesses, and the dates for the completion of the audit;
- considered the External Audit Report 2018/2019 i.e. 'Report to those charged with Governance' in accordance with the requirements of International Standard on Auditing 260 (ISA) which summarises the key findings arising from their audit work in relation to the Council's financial statements and work to support the Council's arrangements to secure economy, efficiency and effectiveness in its use of resources (Value for Money (VFM) conclusion). The audit concluded with an unmodified opinion on the financial statements and VFM conclusion;
- considered and approved the Statement of Accounts for 2018/19 of the Council and received Deloitte's audit opinion. The S151 Officer together with the Chair of the Committee signed a letter of representation on behalf of the Committee and Council to Deloitte, to enable the 'unmodified' opinion to be issued;
- considered and accepted the Annual Audit Letter 2018/19. This letter summarises the outcome from audit work at the Council during this period;
- consider the Internal Audit / External Audit joint working arrangements; and
- received and considered regular external audit progress reports.

Risk Management Activity

During the year the Committee has:

- considered the refreshed Risk Management Policy and Strategy 2020-2023;

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- received regular risk management update reports (including the review of the strategic risk register), and being presented with the actions taken by the Council to identify and address strategic risks.

Corporate Governance

In relation to corporate governance the Committee:

- led the review of the effectiveness of the Audit and Governance Committee and identified improvement actions i.e. the key proposed actions relating to the appointment of an independent member to the Committee and refresh of the Committee's terms of reference to reflect the revised CIPFA guidance; and
- considered and approved the Council's 2018/2019 Annual Governance Statement and Local Code of Corporate Governance. The Committee also reviewed the progress made by management to address the significant issues identified in the 2018/19 Annual Governance Statement Improvement Plan;

Other

In addition, the Committee considered:

- the report from the Corporate Director regarding the update on the Amey Street Care contract; and
- the report in relation to the contribution of Members appointed to outside bodies and received an update on the progress of the outside bodies survey.

Training

The following training was made available to Members of the Audit and Governance Committee in 2019/20 to support the Committee in discharging its responsibilities:

- 121 Officer briefings to Chair and Vice Chair and new members of the Audit and Governance Committee as required throughout 2019/2020;
- Risk Based Internal Audit Planning workshop 17th January 2020;
- CIPFA Effectiveness of the Audit Committee external training 16th / 17th March 2020; and
- Risk awareness sessions, working together with the Council's insurers Zurich, have been provided to all Members during 2019/20, including the Audit & Governance Committee.

Future Work

During 2020/21, the Audit and Governance Committee will continue with the existing aim of being an important source of assurance about the organisation's arrangements for managing risk, maintaining an effective control environment, and reporting on financial and other performance.

In particular, they will continue to support the work of Internal and External Audit and ensure appropriate responses are given to their recommendations and continue to monitor any actions arising from the Annual Governance Statement action plan 2019/2020, to ensure the Council's governance arrangements are effective.

In addition, with risk management being a key contributor to good governance the Committee will be seeking independent assurance from internal audit that risk management continues to be embedded within the Council's key business processes.

Conclusion

The Audit and Governance Committee has had a successful year in providing the Council with assurances on the strength of its governance and stewardship arrangements and in challenging those arrangements.

The Committee's work programme is a dynamic programme and will continue to be reviewed to ensure the Committee maximises its contribution to the governance and control framework at the same time managing agendas to ensure that all meetings are focused on the key issues.

Details of all reports as noted within this report can be found at
<http://democracy.gloucester.gov.uk/ieListMeetings.aspx?CId=487&Year=0>.

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Paragraph 12.02 of Part 4 of the Rules of Procedure contained within the City Council's Constitution provides that a Member of the Council may submit a written question to any Cabinet Member.

This document informs Members of Council of written questions put to Cabinet Members and written replies thereto.

Council is recommended to RESOLVE to note the written questions submitted and corresponding responses.

No.	Question from/to	Question
1.	From Councillor Coole to the Cabinet Member for Culture and Leisure	On what dates were quarterly performance monitoring meetings between the City Council and Marketing Gloucester held?
		Response: 14 March 2016, 4 July 2016, 16 August 2016, 6 January 2017, 29 September 2017, 4 December 2017, 26 March 2018, 13 November 2018, 3 May 2019, 16 July 2019 and 31 October 2019.
2.	From Councillor Coole to the Cabinet Member for Culture and Leisure	Were minutes or notes of these meetings taken, who holds these, and have they been made available to any Members?
		Response: Yes, notes were taken of the meetings and copies are held by the Council. Copies of the minutes have been supplied to members of the Audit and Governance Committee.
3.	From Councillor Coole to the Cabinet Member for Culture and Leisure	Which Members of the Cabinet and which Officers attended each of these meetings?
		Response: Detailed attendance for each meeting is listed in the notes of each meeting. Each meeting was normally attended by the Chief Executive of MGL, the Cabinet Lead Member, the Corporate Director and, from time to time, the Head of Culture and Trading Services, the Head of Place and the Chair of MGL.
4.	From Councillor Coole to the Cabinet Member for Culture and Leisure	On what date did Officers become aware of the UK DRIC subsidiary of Marketing Gloucester, and when were Cabinet informed of its existence?
		Response: Officers became aware of the existence of a DRIC subsidiary of Marketing Gloucester in April 2019 when documents were shared shortly after a meeting held on 28 March 2019 with the LEP, MGL and the City Council.
5.	From Councillor Haigh to the Cabinet Member for Communities and Neighbourhoods	In the current crisis there has been a great effort to ensure that all those who were registered as homeless with the City Council before the crisis are housed in temporary accommodation. This has meant that people are not sofa surfing and at greater risk from Covid-19. It does mean, however, that as we exit the crisis there will be a number of people who will have been awaiting permanent

		accommodation for some time and who have not been able to access choice based lettings or the private sector. What plans are being put in place to support these individuals and to help them into permanent accommodation as we exit the crisis?
	Response:	
	Under CEAP (Covid Emergency Accommodation Protocol) a large number of individuals were housed in hotel accommodation to minimise the risk of the virus spreading. This included rough sleepers and a number of people who were at immediate risk of becoming rough sleepers due to the pandemic- i.e. they had been staying with friends or family (sofa surfing) and being asked to leave. Hotel accommodation is the only appropriate accommodation for this situation as the ability to completely self contain is essential.	
	The individuals who have been housed in hotel accommodation are being engaged with and supported by a number of organisations, including a temporary support team employed by the City Council to work with this cohort. This is an opportunity for us to engage with people who we have not been able to engage with previously. The purpose of the team is to understand their situation and their needs and work as part of the housing pathway to move people into appropriate longer term accommodation.	
	The task now is to identify the options. We are working with our Registered Providers in the City and as part of the Homeseeker partnership to look at options for direct matching, working with county colleagues to explore high support placements, with SIB providers and are planning a campaign to engage with landlords whose previous rental aspirations may now have changed.	
	Housing will form a key strand of the Recovery Strategy countywide and Gloucester City Council will play a key role in that work.	
6.	From Councillor Haigh to the Cabinet Member for Communities and Neighbourhoods	How many people are currently in temporary accommodation? Please break down into single people, couples and families. How many are housed outside the City?
	Response:	
	263 households in temporary accommodation: 1x household fleeing domestic abuse case placed in Cheltenham 86x families 100x singles deemed to be in priority need 11x couples 66x Covid-19 placements, these are deemed non priority placed under CEAP, Covid-19 placements may move between Gloucester & Cheltenham hotels.	
7.	From Councillor Haigh to the Cabinet Member for Communities and Neighbourhoods	Please give the housing waiting figures by band.
	Response:	
	Emergency 62 Gold 286 Silver 1704 Bronze 3234 Total sum: 5286	
8.	From Councillor Haigh to the Cabinet Member for	Choice based lettings has been suspended for some weeks and so people are unable to bid for

	Communities and Neighbourhoods	<p>vacant properties. How are people now being allocated to vacant properties and how are they being advertised?</p> <p>If properties are being advertised via non-traditional methods e.g. social media, what checks are in place to ensure that they are allocated to people on the housing waiting list by priority?</p>
	<p>Response:</p> <p><i>Choice based lettings has been suspended for some weeks and so people are unable to bid for vacant properties. How are people now being allocated to vacant properties and how are they being advertised?</i></p> <p>As a response to the initial 'lockdown' many of our Registered Providers (RPs) closed their doors to new referrals. This was to protect current tenants/ residents and minimise the risk to staff and individuals. Many also had staff challenges meaning assessing referrals and preparing properties was difficult. For this reason, Choice Based Lettings through Homeseeker+ were suspended. This suspension is being kept under close review.</p> <p>Following more recent Government Guidance Issued for Social Landlords, we have been working together with these partners to scope the available vacant units within our locality, working with the respective RPs to provide details of units available or becoming available. This has enabled Housing Services to start planning to directly match households into these units. Essential activity deemed to be in the public interest includes:</p> <ul style="list-style-type: none"> • supporting victims of domestic abuse and people fleeing other forms of violence • preventing severe overcrowding • facilitating move-on from temporary accommodation • facilitating discharge from hospital to free-up bed space for others requiring care • supporting those living in unsafe accommodation, or without settled accommodation, which poses a risk to their health. <p>For those that we facilitate a direct match, the units will not be advertised in the public domain. These will be households who are statutory homeless, currently housed in temp accommodation. We are aware that the acute shortage of accommodation will not be enough to meet the current demands on the homeless service.</p> <p><i>If properties are being advertised via non-traditional methods e.g. social media, what checks are in place to ensure that they are allocated to people on the housing waiting list by priority?</i></p> <p>Given the acute shortage of accommodation available, it is disappointing if RPs have resulted in advertising via social media. Should they do this outside of homeseekersplus, then there is no mechanism in place, currently to police this practice, but there is opportunity through the Homeseeker Management Board to challenge as appropriate.</p>	
9.	From Councillor Haigh to the Cabinet Member for Communities and Neighbourhoods	Will the Cabinet Member be asking the Homeseeker Management Board to investigate the advertising of properties via social media?

		Until Homeseeker becomes available to people on the housing waiting list will the Cabinet Member seek to ensure that properties are allocated according to priority and need in accordance with Council policies?
	Response:	
	<p>We are aware of a recent case where a RP was advertising a property via Facebook. This specific instance has been brought to our attention and discussed with the provider and from these discussions we can summarise:</p> <p>The provider has used the lockdown period to further advertise properties that they have been struggling to fill. The advertiser has been administering this during the Covid period but the lack of interest predates the Coronavirus outbreak.</p> <p>The provider has looked at options to promote the property further to households registered with Homeseeker+ including a mail out to relevant groups. The Council has been unable to arrange this.</p> <p>On the rare occasions where there is no demand through Homeseeker Plus for a property the provider reserves the right to apply their Hard to Let criteria within their Lettings Policy to ensure they are not holding long term voids.</p> <p>Marketing hard to let properties via social media enables them to complete pre-tenancy checks all of which are completed on line and by phone with customers in advance of the viewing and letting process, while the suspension of Lettings has been in place. Customers who have responded have been provided with advice but pre-tenancy diligence checks can be progressed to avoid a significant build up of latent demand on operational service areas at a later stage.</p> <p>They have now developed a Lettings Homes Safely protocol in accordance with Government Guidance regarding social distancing and this will enable them to complete property lettings as the lockdown measures are eased.</p> <p>Issues such as this are followed up by the Homeseeker Plus Coordinator and raised with the Homeseeker Management Board. Until normal processes are able to resume we will be making allocations based on the Homeseeker Policy to ensure consistency, fairness and alignment with government guidance.</p>	
10.	From Councillor Ryall to the Cabinet Member for Performance and Resources	<ol style="list-style-type: none"> 1. Can you confirm that Gloucester City Council owns the land occupying Gloucester Old Boys RFC car park? 2. Please can you confirm if Gloucester City Council has any lease agreement with Gloucester Old Boys RFC for the use of this car park and if so, what the agreement entails and the period it lasts? 3. Have any agreements been given (written or verbal / formal or informal) to local businesses about the use of Gloucester Old Boys RFC car park? If so when and what are the details? 4. Is the council aware of any additional entrances and exits to the car park that have been added without prior knowledge or permission?
	Response:	

	<ol style="list-style-type: none"> 1. Gloucester City Council own the land on which the Gloucester Old Boys clubhouse and car park are situated (a plan showing our ownership coloured pink is attached). 2. The land was leased for 99 years from 24 June 1971 for the Club to construct their facilities (plan attached showing their demise), the Club covenanted to construct and maintain the facilities and to contribute a third towards the maintenance of the access road coloured brown. 3. Some years ago the Council consented to the NHS using the car park during building works at the hospital we have not approved any other subletting or formal use of the car park since. 4. It was noted during an inspection that a pedestrian entrance has been created between Allstones and the club car park. Our officers have made enquiries and contacted Allstones who have confirmed that with the agreement of the Club they have been using the car park for staff, in return they have done repairs and maintenance to the Club House for free and sorted out their drains. They also sponsor the Club's Youth Teams and they sand all of their pitches. We were informed that they do work for other clubs for free as well. <p>If this arrangement is benefitting the club and local sport and is not causing any issues our offices have delegated authority to agree and document the proposal. However, no decision has yet been taken whether to allow the Club to formalise Allstones use of the car park or whether to enforce the lease. Prior to any decision being made Asset Management will engage with the Open Spaces Officer and if there is local interest will also contact the Ward Members.</p>	
11.	From Councillor Field to the Cabinet Member for Environment	How many allotment sites and plots are there currently in the city of Gloucester?
	Response:	
	There are 955 plots managed by the City Council and a further 72 managed by Quedgeley Town Council.	
12.	From Councillor Field to the Cabinet Member for Environment	How many people are currently on the waiting list for an allotment?
	Response:	
	265 on GCC list 90 on QTC list.	
13.	From Councillor Field to the Cabinet Member for Environment	What is the current average waiting time for an allotment from application to handover?
	Response:	
	The average wait time prior to Covid 19 was 1 year but that will increase significantly with the large numbers who have applied since the pandemic.	
14.	From Councillor Field to the Cabinet Member for Environment	Covid-19 has given us an opportunity to reset and renew many things in our society. What will the council be doing to mitigate climate change after Covid?
	Response:	
	There is a detailed Covid-19 recovery plan being drawn up, and under the Climate Change and Environment workstream proposals will be put forward to mitigate the impacts of climate change as part of developing our 'new normal'.	

	<p>The workstream plan will be discussed by the all-party Climate Change working group, and will be available for review by Overview and Scrutiny Committee too.</p> <p>Many of the environmental 'benefits' around lockdown were due to less vehicles on the roads and therefore more relevant to the Highway Authority, however, the recovery plan will look at areas of joint working with the county council, it will also look at how as a city council we can maintain increased interest in allotments, parks/open spaces and our contact with wildlife that were some of the unexpected positive outcomes of the lock down period.</p>	
15.	From Councillor Field to the Cabinet Member for Environment	Although strictly county council issues, what will the city council be doing to encourage more walking and cycling in the city?
	Response:	
	<p>The city council has been working closely with the county council on these issues, for example the projects submitted as part of the Government's £250 million active travel fund for which Members were asked to put forward potential projects. A list of the projects put forward by the City Council was included in a recent Members Bulletin.</p> <p>As part of the Covid recovery plan (see response to Q14) proposals will be developed including closing off streets to car traffic on certain days and other pedestrian and cycle-friendly measures. As mentioned, this document will be made available for scrutiny by Members in the coming weeks.</p>	
16.	From Councillor Field to the Cabinet Member for Culture and Leisure	What is the projected cost of the 2021 Tall Ships Festival?
	Response:	
	<p>The projected cost of the 2021 Tall Ships Festival is estimated to be in the region of £300,000 - £450,000 – the majority of which is derived from ticket sales, market traders, food concessions, bars and sponsorship, with the city council's contribution being £50,000 for the Festival. £25k per annum from the Festivals and Events budget is allocated to this in 2020 and a further £25k in 2021.</p>	
17.	From Councillor Field to the Cabinet Member for Culture and Leisure	2020 marks 130 years since Ivor Gurney was born in Gloucester. His reputation has grown enormously over the past few years. What future plans are there to commemorate Gurney?
	Response:	
	<p>The city council has no plans to commemorate the birth of Ivor Gurney. However, the Destination Marketing team within the city council will be made aware to watch out for and be able to amplify suitable digital content produced by other organisations such as the Ivor Gurney Trust at around the date of the anniversary.</p> <p>A recommendation will be made to the Gloucester History Festival and the Three Choirs Festival to note this composer for potential to include in future years' programmes via the Gloucester Heritage Forum.</p>	
18.	From Councillor Field to the Cabinet Member for Culture and Leisure	Sir Alfred Herbert Brewer was Gloucester cathedral organist and a composer of note, and even city High Sheriff, but today he is largely forgotten. Are there any plans to commemorate him, 155 years after his birth?
	Response:	
	<p>There are currently no plans to celebrate 155 yrs since the birth of Gloucester's cathedral organist by the city council. However, the city financially supports the</p>	

	<p>Three Choirs Festival which takes place every 3 years within Gloucester and annually within the 3 counties. Whilst the city council does not hold the responsibility for programming the content of the Festival a recommendation will be made to the Three Choirs Festival, the Cathedral and the Gloucester History Festival to note this anniversary should they wish to mark it in some way. This will be done by an officer via an update at the Gloucester Heritage Forum. Furthermore, they will be requested to inform the city council Destination Marketing team can use its social media and digital channels to amplify and promote any relevant content relating to this anniversary.</p>	
19.	From Councillor Field to the Leader of the Council	<p>With the recent controversy over statues, are there any concerns over statues in the city of Gloucester? Conversely, are there any plans to renovate or resite statues that need some attention such as Charles II in St Mary's?</p>
Response:		
<p>Gloucester City Council does not at the present time have ownership of any monuments that have links with slavery that we are aware of.</p> <p>With regards to the Charles II monument, located in St Mary's Street, it has, like many other older monuments for example the Queen Anne monument Gloucester Park, been subject to the impact of acid rain and pollution on the limestone that they are carved from. We are currently applying for a grant from Historic England to undertake an assessment of all the designated monuments within our care. The grant aid is for a condition survey and specifications for repairs, not for any specialist conservation or restoration, and is purely directed to 'Designated Assets' either listed or scheduled. The report will focus on the Kings Bastion, Eastgate Chamber, Hillfield Chapel and Gardens, and the Queen Anne monument. Unfortunately, the Charles II monument is not part of the survey because it is not listed. The application will not fund actual conservation works as the criteria is for assessments, but it will give us an indication of the way forward.</p>		
20.	From Councillor Field to the Cabinet Member for Culture and Leisure	<p>A few years ago when the discovery and reinternment of King Richard III's remains were much in the news, Gloucester held successful Richard III Festivals and the then Leader undertook to make sure Richard III was a prominent feature in our museum. Did anything come of this?</p>
Response:		
<p>Gloucester held several very successful Richard III festivals where discussions were held around having a permanent exhibit within the Museum. This did not progress as the charter is housed at the Archives and the only object in the Museum that had a connection to Richard III was the Mourning sword, although whether this belonged to Richard II is open to debate.</p>		
21.	From Councillor Field to the Cabinet Member for Environment	<p>With parks reopening soon, how are we going to ensure hand cleansing after use? Will it be up to the individual or will the council provide facilities?</p>
Response:		
<p>There are no plans to install hand sanitising stations at play parks, this will be up to the individual to take personal responsibility.</p>		
22.	From Councillor Hilton to the Leader of the Council	<p>In September 2019 the city council announced that Dowdeswell Estates are the council's preferred partner to help restore the Fleece Hotel in Gloucester.</p>

		Could you provide a timeline of the process that led up to the decision to award the contract to Dowdeswell Estates?
	Response:	
	<p>The Report considered by Cabinet at its meeting on 6th November 2019 provided a detailed timeline of the process that led to Dowdeswell Estates being identified as the preferred development partner in the redevelopment of the former Fleece Hotel in Westgate. I do not propose to restate that information here.</p> <p>However, it is important to correct one point. Gloucester City Council has not yet entered into a contract with Dowdeswell Estates as no Detailed Solution has been identified in accordance with the Competitive Dialogue procurement process set out in the Public Contracts Regulations 2015.</p>	
23.	From Councillor Hilton to the Leader of the Council	What progress has been made since September 2019 on taking the Fleece Hotel restoration project forward?
	Response:	
	<p>Dowdeswell Estates and Officers continue to discuss the options for redeveloping what we all accept is a difficult site in the heart of our City Centre. Draft Heads of Terms are currently being discussed and the Council is seeking expert advice to further understand the financial and regeneration benefits that may accrue to the City in general and the City Council in particular.</p> <p>Members will be aware that the successful High Street Heritage Action Zone included £225,000 of Historic England investment to address the Westgate elevation of The Fleece Hotel as part of the wider redevelopment.</p>	
24.	From Councillor Hilton to the Cabinet Member for Economic Recovery and Growth	Could you name those persons who have been approached to join the Economic Recovery Task Force and who has agreed to participate?
	Response:	
	<p>Attendance at the meeting of the ERTF on 20 June: Councillors: Dawn Melvin, Kevin Stephens Gloucester City Council officers: Ian Edwards, David Evans, Eleanor Mackie, Adam Wassell Representatives of: Bruton Knowles, Eastgate Shopping Centre, Emma Willis, Fab and Fated, FSB, GFirst LEP x2, Gloucester Regeneration Advisory Board, Gloucester Rugby Club, Gloucestershire County Council, Idun Spirit, Janes Pantry, Job Centre Plus, Licensed Victuallers Association, McDonalds Franchisee x2, Peel, Quattro Design, Reef Group, Robert Hitchins, Unite, Visit Gloucestershire Market Traders x2 City centre property developer x1</p> <p>Invited but unable to attend: Representatives of: Business West, Gloucestershire County Council (Transport), Gloucester BID, JLL, Kings Walk Shopping Centre, No1 Business Centre, Prima Dental, Showmans representative (street traders) City centre property owners x2</p> <p>Councillor Ashley Bowkett was accidentally omitted from the invitation.</p>	

25.	From Councillor Hilton to the Cabinet Member for Planning and Housing Strategy	What is the current legal status of the Gloucester City Plan?
Response: The GCP is not part of the development plan until adopted, but is an emerging plan. Under paragraph 48 of the National Planning Policy Framework, local planning authorities may give weight to relevant policies in emerging plans according to: the stage of preparation of the emerging plan (the more advanced its preparation, the greater the weight that may be given); the extent to which there are unresolved objections to relevant policies (the less significant the unresolved objections, the greater the weight that may be given); and the degree of consistency of the relevant policies in the emerging plan to the Framework (the closer the policies in the emerging plan to the policies in the Framework, the greater the weight that may be given). Following the approval of the Pre-Submission Gloucester City Plan (GCP) by the City Council for publication under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012, and subsequent public consultation, on the basis of the stage of preparation the plan has reached (acknowledging that it is yet go through the examination process in respect of soundness, legal compliance and the duty to cooperate) policies in the GCP can overall be given 'limited to moderate weight' in decision making. However, the weight that will be able to be given to individuals policies as relevant to any determination will particularly depend on their degree of consistency with the Framework and the extent of outstanding objections to each of the policies received through the consultation.		
26.	From Councillor Hilton to the Cabinet Member for Communities and Neighbourhoods	What action has been taken to enforce the no drinking of alcohol on London Road and within the Public Space Protection Order since its formal adoption by this council?
Response: Gloucester Neighbourhood Policing team are authorised to enforce under the PSPO alcohol free zone. The police regularly visit this area and it is part of the patrol plan for every shift. The main method of enforcement for this area has been the removal and disposal of the alcohol from individuals. Names of individuals breaching the alcohol free zone are passed on to the Solace Team who liaise with Housing and support providers in the area to ensure support is offered to people with alcohol dependency issues in line with our 'engage, support, enforce' approach.		
27.	From Councillor Hilton to each Cabinet Member	Since the annual council meeting could you list the meetings you have held or attended with persons from outside the council in relation to your cabinet portfolio, up to the 24 th of June 2020?
Response: Leader of the Council and Cabinet Member for Environment: Date Meeting 2/6 Gloucester Docks Estate Co Ltd conference call 3/6 South West Councils conference call Gloucestershire Economic Growth Joint Committee 4/6 Kings Quarter Project Board with Reef Estates MHCLG conference call Gloucestershire Leaders/CEX conference call 5/6 Airport shareholders conference call		

8/6	District Council Network/DCMS conference call
9/6	Investment Planning call with Quattro architects
	Local Energy Planning with Western Power call
11/6	Gloucestershire Leaders/CEX conference call
15/6	Richard Graham MP conference call
	Malcolm Powers MSc Climate Studies call
	District Council Network/homelessness conference call
16/6	County Council Social care commissioning conference call
18/6	Gloucestershire Leaders/CEX conference call
22/6	District Council Network/MHCLG conference call
24/6	District Council leaders conference call
<p>Deputy Leader of the Council and Cabinet Member for Performance and Resources:</p> <p>As the Cabinet Member whose portfolio is to enable the operations of the council, I have limited meetings with external bodies. Since the annual council meeting, I have attended a CIPFA Special Councillors Conference Webinar on the financial impact of Covid-19 on Local Government on the 11th June.</p> <p>Cabinet Member for Culture and Leisure:</p> <p>During this period my recollections are that I had a number of telephone conversations with members of the Showmans Guild, I undertook a phoned interview with Radio Gloucestershire, I took part in a Skype session with Officers, members of Gloucester Culture Trust and a representative of the South West Arts Council and held 2 Teams meetings with other members of the Culture and Visitor Economy Recovery Action Group.</p> <p>Cabinet Member for Planning and Housing Strategy:</p> <ol style="list-style-type: none"> 1. June 18th Joint Core Strategy meeting 2. June 23rd Joint Core Strategy meeting 3. June 25th At my request I met a local builder with the Head of Service to address issues raised in an email to me <p>Cabinet Member for Communities and Neighbourhoods:</p> <p>I have met with Gloucester Gateway Trust and The Club Tuffley every week on food strategy. I also met with Gloucestershire County Council and a developer about a planning proposal in Kingsway on 16th June.</p> <p>Cabinet Member for Economic Recovery and Growth:</p> <p>Worboys – many meetings on site and via Teams re Eastgate indoor market</p> <p>EW – Teams with EDT on the new designer fashion, jewellery and luxury goods quarter</p> <p>Reef & Quattro – on site Kings Quarter re hoarding designs & urgent site clear up</p> <p>Reef – assorted teams meetings re the Kings Quarter designs</p> <p>Economic Recovery Task Group meeting – Assorted people, list already provided in another question</p> <p>Assorted market traders – indoor market many meetings re reimagining the indoor market and also re discretionary grants</p> <p>Police – re closing sunbed location that opened as well as discussing LVA safety opening updates</p> <p>LVA – A number of meetings on opening pubs etc back up for business</p> <p>Assorted meetings/calls taken in relation to discretionary grants</p> <p>Government in relation to gov grants needed and back to business</p>	

	<p>Teams meeting with Gov staff member on community shop units & pop up showcase shop</p> <p>Telephone meeting with a drive in cinema company</p> <p>Telephone meetings with market traders re a new gate street night flea market</p> <p>Fusion building owner in relation to painting the building and urgent leasing of the unit needed</p> <p>Old Argos building owner in relation to time scales and avoiding empty units in the high street</p> <p>Lighting company in relation to new lighting in the indoor market</p> <p>Graphics company in relation to new signage at the indoor market</p> <p>BID re flowers and signage in the city pre opening the high street</p> <p>Highways re street parking and tickets</p> <p>Nationwide building society re their bank moving to 1 Westgate street & ensuring vacated unit is leased</p> <p>Street trader re her unit position and discretionary grant paperwork</p> <p>Various industrial site retailers and out of town retailers visited on site for covid safety catch ups</p> <p>Assorted meetings with city centre shop owners – to discuss opening up their stores</p> <p>Assorted meetings with antique market traders Westgate in relation to the discretionary grant</p> <p>Assorted meetings with street traders re discretionary grant</p> <p>Highways – in relation to safety update impact & cleaning up all the verges and roundabouts on all city entrances</p> <p>Gloucestershire LEP meetings on opening up the high street and well as blue sky discussion</p> <p>Ginkgo re Kings Quarter hoardings</p> <p>City and country re art gallery and artists workshops</p> <p>PSPO's on site meeting re opening city for business</p>	
28.	From Councillor Stephens to the Cabinet Member for Environment	<p>In the past two years:</p> <ol style="list-style-type: none"> 1. How many recorded instances of fly tipping has the Council received? 2. How many prosecutions (successful & non successful) have we carried out? 3. How many fines have we have collected and what is the total amount of money awarded to us because of this? 4. How many fines remain uncollected? 5. How many times have we exercised our powers under the Environmental Protection Act 1990 to remove fly-tipping and recharge landowners for the cost? 6. How many Community Protection Notices (CPNs) have we issued under s.43 of the ASB Crime and Policing Act 2014?
Response:		
<ol style="list-style-type: none"> 1. How many recorded instances of fly tipping has the Council received? 4,025 (30/06/2018 – 30/06/2020) 2. How many prosecutions (successful & non successful) have we carried out? Enviro crime pilot scheme data is not available presently due to contractor on furlough scheme. As a direct result of Council enviro-crime investigations, 46 prosecutions for waste related offences has been initiated out of a total 133 		

	<p>FPN's issued (payment rate of 65.5%). Further one waste related offence resulted in this authority issuing a Civil Injunction pursuant to Part 1, ASB Crime and Policing Act 2014. In the councils known history one prosecution has been found in the defences favour as a result of a lack of wider knowledge of enviro-crime Legislation by the Courts.</p> <p>3. How many fines have we have collected and what is the total amount of money awarded to us because of this?</p> <p>We are unable to provide this data at present as it is held in part by the courts which are operating a reduced service due to Covid-19. The information has been requested and will be provided to Councillor Stephens once received.</p> <p>4. How many fines remain uncollected?</p> <p>We are unable to provide this data at present as it is held in part by the courts which are operating a reduced service due to Covid-19. The information has been requested and will be provided to Councillor Stephens once received.</p> <p>5. How many times have we exercised our powers under the Environmental Protection Act 1990 to remove fly-tipping and recharge landowners for the cost?</p> <p>0</p> <p>6. How many Community Protection Notices (CPNs) have we issued under s.43 of the ASB Crime and Policing Act 2014?</p> <p>0</p>
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